

AGENDA

CONTRA COSTA COUNTY JUVENILE JUSTICE COORDINATING COUNCIL

April 14, 2021

3:30 p.m. to 5:30 p.m.

To slow the spread of COVID-19, The Health Officer's Shelter in Place Order prevents public gatherings. In lieu of a public gathering, the JJCC meeting will be accessible via the Zoom platform. Details on how to join the meeting are listed on page 2.

1. Welcome
2. Public Comment (speakers may be limited to two minutes)
3. Consider Approving the Record of Action
4. Bylaws Revisions
5. Subcommittee Report-Outs
 - a. PICE
 - b. Data & Services
 - c. DJJ
6. Subcommittee Membership and Attendance
7. Fiscal Report-Out
8. Adjourn

The Juvenile Justice Coordinating Council (JJCC) will provide reasonable accommodations for persons with disabilities planning to attend JJCC meetings. Contact the staff person listed below at least 48 hours before the meeting. Any disclosable public records related to an item on a regular meeting agenda and distributed by staff to a majority of the members of the JJCC less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 201, Martinez, CA during normal business hours, 8:00 a.m.-12:00 p.m. and 1:00-5:00 p.m. Materials are also available on line on the Probation Department's website. For additional information, contact: Deborah Caldwell, Executive Secretary, (925) 313-4188 Deborah.Caldwell@prob.cccounty.us

Join Zoom Meeting

<https://zoom.us/j/91716804303?pwd=cDVkWS95VUxHWTFBVGQzYWR3VGYrUT09>

Meeting ID: 917 1680 4303

Passcode: 524332

One tap mobile

+16699006833,,91716804303# US (San Jose)

+13462487799,,91716804303# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 917 1680 4303

Find your local number: <https://zoom.us/u/acpUvW7DB7>

RECORD OF ACTION

JUVENILE JUSTICE COORDINATING COUNCIL (JJCC)

March 10, 2021

3:30 p.m. to 5:30 p.m.

ZOOM Virtual Meeting

Present:

Andrea Tavenier, District Attorney
Candace Andersen, Board of Supervisors
Dan Batiuchok, Behavioral Health
Jonathan Bean, Community Representative
Esa Ehmen-Krause, Probation
Brian Vanderlind, Sheriff
Jonathan Laba, Public Defender
Julius Van Hook, CBO
Rebecca Vichiquis, on behalf of Lynn Mackey, Office of Education
Fatima Matal Sol, AODS
Stephanie Medley, Community Representative
Daniel Peddycord, Public Health
Ri Scott, JJC Chair
Tamisha Walker, Community Representative

Absent:

Denise Mills, CBO
Roslyn Gentry, Children & Family Services
Trevor Schnitzius, Antioch PD
Journey Horacek-Lee, Youth Representative
LeDamien Flowers, Community Representative

Meeting called to order by Chief of Probation Esa Ehmen-Krause at 3:31 p.m.

Item 3 – Approve Record of Action from February 10, 2021 meeting

Approve as presented.

Fatima Matal Sol, AODS, Candace Andersen, Board of Supervisors
AYE – 12 Councilmembers
Abstain – 1 Councilmember
Absent for vote: Julius Van Hook, CBO

Item 8 – Motion to Approve the FY21-22 JJCPA/YOBG Consolidated Plan

Dan Batiuchok, Behavioral Health, Candace Andersen, Board of Supervisors
AYE – 12 Councilmembers
Absent for vote: Julius Van Hook, CBO, Rebecca Vichiquis, on behalf of Lynn Mackey, Office of Education

Meeting adjourned at 4:10 p.m.



CONTRA COSTA COUNTY JUVENILE JUSTICE COORDINATING COUNCIL

BYLAWS

(adopted by the Board of Supervisors on ____, 2021)

Article I – Purpose

The purpose of the Juvenile Justice Coordinating Council (“Council”) is to: (1) Function as the Juvenile Justice Coordinating Council (per Welfare & Institutions Code 749.22); (2) Review and update the JJCPA component of the Consolidate Annual Plan (per Government Code 30061(b)(4); and (3) Function as the Juvenile Delinquency Prevention Commission (Welfare & Institutions Code 233-236);

Article II – Membership

A. Composition: The Partnership shall consist of **20** members, composed of ex-officio and appointed members with the following composition, pursuant to Welfare & Institutions Code 233 and Welfare & Institutions Code 749.22 *et seq*:

Ex-Officio Members:

1. Chief Probation Officer (Chair)
2. District Attorney
3. Public Defender
4. Sheriff
5. Board of Supervisor
6. Employment and Human Services
7. County Alcohol and Drugs
8. Behavioral Health (Mental Health)
9. Public Health

Appointed Members (appointed by the Board of Supervisors):

10. City Police (Rotating between Richmond, Antioch, Concord, Pittsburg)
11. County Office of Education or a School District representative
12. **Chair of Juvenile Justice Commission**
13. Four at-large community members
14. Two at-large youth members (**age 17 to 25**)

15. Two at-large Non Profit Community Based Organization members

- B. Terms of Office: *Ex-Officio* members shall serve during their terms of office. The term for appointed members shall be two years beginning on January 1 and ending on December 31.
- C. Resignation: Any appointed member may resign by giving written notice to the Clerk of the Board of Supervisors.
- D. Vacancies: The Council shall comply with the system for new appointments, resignations, and replacements for Appointed Members as specified by the Contra Costa County Board of Supervisors. Whenever an unscheduled vacancy occurs, the Board of Supervisors will fill the vacancy pursuant to Government Code Section 54974. The term for the incoming member will be to fill the vacancy for the remainder of the original term.
- E. Absences:
 - 1. *Ex-Officio* Members set in statute: Members of the Body who have three (3) consecutive absences from the scheduled meetings or who have not fulfilled their duties for a three-month period may be reported to the respective department head.
 - 2. Members appointed by the Board of Supervisors: Members of the Body who have three (3) consecutive absences from the scheduled meetings or who have not fulfilled their duties for a three-month period may be declared inactive by the Body. This inactive seat may be declared vacant and filled by the Board of Supervisors.
- F. Alternates: A member of the Council may be represented by an alternate selected to attend from the same agency/organization if the Council member is not able to attend. Alternates for Community and Youth Representatives may be appointed by the Board of Supervisors.
- G. Training Requirements:
 - 1. Members and alternates must view the following training videos within 60 days of appointment.
 - Brown Act and Better Government Ordinance Training Video
 - Ethics Training
 - 2. Members and alternates must complete "Training Certification for Members of a County Advisory Body".
 - 3. Members and alternates must attend any future trainings deemed necessary by the Body or required by law.

Article III. – Structure

- A. Officers: In accordance with State law, the Chief Probation Officer shall serve as the Chair of the Council. The Chief Probation Officer may appoint an alternate to serve as the Chair in his/her absence.
- B. Other Committees: The Council may establish committees on either a permanent (standing) or temporary (ad hoc) basis to address specific issues or concerns.

1. Subcommittees must be established via a supermajority vote.
2. Subcommittees may only be composed of Body members **except as otherwise specified by statute or county ordinance.**
3. Subcommittees must report back to the Body at the Body's regularly scheduled meetings.
4. Subcommittee decisions shall be made by vote and governed by voting and quorum rules set forth in these Bylaws. Decisions and voting tallies will be recorded in the meeting summary report.
5. Subcommittees shall not engage in activities that are not within the purpose and responsibilities outlined in these Bylaws and statutory requirements.
6. The Subcommittees may recommend policies and decisions falling within their scope of authority to the full Body for approval, however the Subcommittees have no authority to establish policy, make decisions, or hold non-public meetings.
7. Each Subcommittee will function with a Subcommittee Chair(s). The Subcommittees Chair(s), **or their designee(s),** shall be responsible for conducting the Subcommittee's meetings, developing and distributing agendas, convening any necessary working groups, and ensuring compliance with the Bylaws of the Body. Subcommittee chairs will be elected by the Subcommittee.

Article IV. – Meetings

- A. Regular Meetings: Regular meetings of the Council and other standing committees shall be held at least quarterly based on a schedule adopted by the Council and that schedule may be changed or augmented as needed. In addition, regularly scheduled meetings may be canceled by a majority vote of the Council or, for lack of business or a quorum, by the Chair.
- B. Special Meetings: Special meetings of the Council or any other committees may be called by the Chair at any time. Such meetings shall be called in accordance with the provisions of the Brown Act and the Contra Costa County Better Government Ordinance regarding member and public notice.
- C. Quorum: A quorum of the Council or any other committee shall be a majority of the members, or their alternates. A "majority" of the members means a majority of the authorized members, or their alternates, whether or not all of the positions have been filled. No action shall be taken unless a majority of the members are present.
- D. Voting: Each member of the Council or any other committees has one vote and a majority vote of the members present is needed to pass a motion. Should there not be sufficient authorized members present to constitute a quorum there can be no action on that matter.
- E. Conflict of Interest: As a general rule, no member shall participate as a member in any discussion or voting if doing so would constitute a conflict of interest. ~~However, if a quorum cannot be achieved or the required number of affirmative votes for action obtained because conflicts of interest exist that prevent members having such conflicts from discussing or voting on the matter then a sufficient number of members having conflicts of interest, selected by lot, shall be allowed to participate to provide enough votes for the Council or committee to form a quorum and take affirmative action.~~

- F. Meeting Procedure: The Chair will preside at all meetings and proceed with the business of the Council in a manner prescribed in these bylaws. The Chair will also decide questions of parliamentary procedure as needed.
- G. Order of Business: The regular order of business of the Council or any other standing committee shall be:
1. Call to order
 2. Public comment on non-agenized items
 3. Approve Record of Action from prior meeting
 4. Consideration and action on agenda items
 5. Adjournment
- H. Public Access: All meetings of the Council and any other standing committees shall be open and accessible to the general public in accordance with the Ralph M. Brown Act and the Contra Costa County Better Government Ordinance. Opportunity for public comment will be included in each agenda item. In the interest of facilitating the business of the Council or standing committee, the Chair may set in advance of the presentation of public input reasonable time limits for oral presentation.

Article V. – Administration

The Council shall obtain staff support from the Probation Department. The staff will be responsible for the compilation and distribution of Council and committee meeting notices and agendas. All records shall be maintained by appropriate staff.

Members of the Council shall serve without compensation and shall not receive reimbursement for any expenses incurred while conducting official business.

Article VI. – Changes to Bylaws

The provisions of these Bylaws may be altered, amended or repealed by the Council, within the limitations imposed by the Brown Act, the Contra Costa County Better Government Ordinance and the policies of the Contra Costa County Board of Supervisors. No such alteration, amendment or repeal shall be effective unless and until the change has been approved by the Board of Supervisors.