

AGENDA

CONTRA COSTA COUNTY JUVENILE JUSTICE COORDINATING COUNCIL

October 14, 2020

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 on any item under the jurisdiction of the Council and not on this agenda (speakers may be limited to two minutes).
3. Consider approving the Record of Action from the August 12, 2020 meeting.
4. Review of agenda and council member and youth representative report outs.
5. Introduction of new Council Member(s).
6. Subcommittee report outs.
7. Consider necessary amendments to the JJCC Bylaws.
8. Consider approving subcommittee Statements of Purpose.
9. SB823 Update.

10. Development of DJJ Realignment Planning Subcommittee.

9. Next meeting – December 9, 2020, 3:30 p.m.- 5:30 p.m.

10. 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: Robin Otis, Executive Secretary, (925) 313-4188 Robin.Otis@prob.cccounty.us

Join Zoom Meeting

<https://zoom.us/j/95408177487?pwd=WTFYbWVwZkJad1AwaDdzd29kaUltZz09>

Meeting ID: 954 0817 7487

Passcode: 974913

One tap mobile

+16699006833,,95408177487#,,,,,0#,,974913# US (San Jose)

+14086380968,,95408177487#,,,,,0#,,974913# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 954 0817 7487

Passcode: 974913

Find your local number: <https://zoom.us/u/ab3YnzetPI>

RECORD OF ACTION

JUVENILE JUSTICE COORDINATING COUNCIL (JJCC)

August 12, 2020

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

ZOOM Virtual Meeting

Present:

Esa Ehmen-Krause, Probation
Candace Andersen, Board of Supervisors
Dan Batiuchok, Behavioral Health
Jonathan Bean, Community Representative
Cindy Vogl for Roslyn Gentry, Children & Family Services
Melissa Klawuhn, Sheriff
Jonathan Laba, Public Defender
Lynn Mackey, Office of Education
Fatima Matal Sol, AODS
Daniel Peddycord, Public Health
Trevor Schnitzius, Antioch PD
Andrea Tavenier, District Attorney
Tamisha Walker, Community Representative

Absent:

D'Ana Clark, Youth Representative
LeDamien Flowers, Community Representative
Journey Horacek-Lee, Youth Representative
Stephanie Medley, Community Representative
Vacant, CBO representative
Vacant, CBO Representative

Meeting called to order by Chief of Probation Esa Ehmen-Krause at 3:36 p.m.

Item 3 – Approve Record of Action from June 2, 2020, meeting

Approve as presented.

Candace Andersen (BOS), Trevor Schnitzius (Antioch PD)

AYE – All present;

Item 5 – Consider Recommendation to the Public Protection Committee to add an additional voting member
Motion to recommend to the Public Protection Committee to add an additional voting member (Chair of JJC).

Jonathan Laba (Public Defender), Dan Batiuchok (Behavioral Health)

AYE – All present

Meeting adjourned at 5:21 p.m.



**CONTRA COSTA COUNTY
JUVENILE JUSTICE COORDINATING COUNCIL**

BYLAWS

(Approved January 14, 2020)

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 19 members, composed of ex-officio and appointed members with the following composition, pursuant to Contra Costa County Resolution 2018/597, 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 representation
12. Four at-large community members
13. Two at-large youth members
14. Two at-large Non Profit Community Based Organization members

- A. 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.
- B. Resignation: Any appointed member may resign by giving written notice to the Clerk of the Board of Supervisors.

- C. 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.
- D. Absences:
1. *Ex-Officio* Members set in statute: Members of the Body who have three (3) consecutive absences from the scheduled meetings 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 may be declared inactive by the Body. This inactive seat may be declared vacant and filled by the Board of Supervisors.
- E. Alternates: A member of the Council may be represented by an alternate selected to attend from same agency/organization if the Councilmember is not able to attend. Alternates for Community and Youth Representatives may be appointed by the Board of Supervisors.
- F. 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 may only be composed of Body members.
 2. Subcommittees must be established via a supermajority vote.
 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) 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.