



PROBATION DEPARTMENT



Kalisa Rochester
Chief Probation Officer

Juvenile Justice Delinquency Prevention Commission Meeting Minutes

July 22, 2020
Meeting via ZOOM

Attending

1. Joe Hoffar, Chairperson
2. Kalisa Rochester, Chief Probation Officer
3. Mark Bacciarini, Judge for Merced County
4. Joseph Owens, Program Manager
5. Joel Daffron, Program Manager
6. Lori Minor, Commissioner
7. Sandra Stevens, Commissioner
8. Kelly Bentz, Commissioner
9. Jermaine Paster, Commissioner

Absent

1. Patricia Anguiano, Commissioner

Call to Order

Joe welcomed everyone and called the meeting to order at 5:35 pm. He conducted a roll call of the members.

Additions to the agenda-New Commissioner

Judge Bacciarini swore in Jermaine Paster as the new commissioner. The oath will be corrected and sent out for signatures. Jermaine thanked the team and is excited to take on his new challenge.

Public Comments

There were no public comments.

Approval of Minutes

The minutes from the meeting on May 20, 2020 were individually reviewed. Mark moved to approve the minutes. Sandra seconded. Motion carried unanimously.

New Business

- *Election of Chair and Vice-Chair*

Joe explained how the election process was going to work with the Zoom process. Nominations were held for Vice Chair. The candidates were Kelly Bentz and Sandra Stevens. Mark motioned to close the nominations and Sandra seconded. The vote was taken and tied but Kelly forfeited and conceded to let Sandra take the position. The same process was conducted for the Chair. Mark moved to close the nominations. Sandra seconded. Joe Hoffar was nominated for Chair. The vote was unanimous.

- *Title 15 Inspection Assignments*

Joe previously sent out the suggested Title 15 form for the inspection this year. A copy will be attached with these minutes. He handed out a list of inspection assignments. A copy will be attached to these minutes. Joe explained that there will be a desk inspection due to the current COVID restrictions. He went over the list of duties.

Kalisa informed the team that a flash drive will be sent to each person with all the applicable policies. If you desire to pick them up, it will have to be done in the afternoon. Mailing is preferable. Make sure Maurina gets your correct address and they will be mailed to you. Ideally, you will receive the applicable policies to your section only.

Joe will conduct the inspections of all the police stations, Merced, Atwater and Livingston. Jermaine volunteered to assist him. There was a round table discussion on previous police station inspections. Joe and Jermaine will report out to the team.

- *Atwater Fall Festival on September 26th*

Joe explained about the Atwater Fall Festival is scheduled for September. He would like to have the Commission set up a booth or table. He would like some volunteers if the festival is still a go.

Kelly said that if they go virtual, she will help him do a virtual table if necessary. She will be happy to assist.

Old Business

- *Approval of updated By-laws*

Joe previously sent out the new proposed by-laws he created for the team to review. There was a roundtable discussion regarding some of the changes. The number of annual meetings was discussed as well as limits on consecutive terms. Changes were discussed and revisions were made accordingly. Kelly motioned and Sandra seconded to change the term lengths. After discussion and a vote, consecutive term lengths were agreed to be no longer than three years.

Lori submitted format changes. Kalisa reminded the team that Juvenile Hall should be changed to Juvenile Facility. All the format changes will be addressed and corrected.

The sections were discussed and changes made with the agreement of the team. Joe recapped the changes. Kalisa reminded them that the secretary can be elected if anyone is interested.

There was discussion on the possibilities. It was decided to leave it like it is now until further notice. Kelly motions to accept all the changes. Lori seconded. Motion carried unanimously.

Roundtable Discussion

There was no roundtable discussion

Future Agenda Items

There were no future agenda items requested.

Closed Session

- *Sharing Critical Incidents Update*

Kalisa gave the update. It has been fairly quiet since the last meeting. We have reduced the population down to 26 youth in custody. This provides us to go to one building which means we can properly categorize the bookings and quarantines. She explained how this process works. Luckily no youth have tested positive for COVID. There was one staff member but because she worked the graveyard shift, the contact with youth was limited.

Joseph explained about the youth that had to go the hospital due to a collapsed lung. He was extremely quiet just before he took ill. He is doing well right now. All precautions were taken to ensure the safety of the youth and the staff as no one was certain this was not COVID related at the time of the incident. Kalisa explained some of the odd circumstances leading up to the decision to hospitalize him. Joel reported the youth was doing well. He is out on home supervision. He is checking in and overall is well. He will follow up with the monitor situation as that seems the only issue at this time. Kalisa explained about all the social distance changes going on at the Facility. Behavioral Health is scheduled to see all the youth medically quarantined to assist with them processing the COVID issues. She explained all the safety protocols in place (PPE, social distancing, etc.). Zoom visitation is taking place. There was a roundtable discussion.

Kalisa informed the team that Public Health was out today at our request. We want to know what we can do better to improve our care for the youth. Joseph explained the inspection went well. They were impressed with our practices and liked the quarantine system we have in place. The only suggestions they had were getting lids for the trash cans and donning full PPE to do the laundry. Kalisa explained it has been quite challenging and quite a struggle due to staff going out (21 in total) on exposure to COVID.

- *Grievances*

Joe explained the new process for the reviewing of the grievances. Joe and Kalisa had some discussion on how this should work in the future. There were two different options. One with Joe coming into the office to review them and report back to the team. The other option is to have the Commissioners come to the office and look at the grievances and limit exposure. Zoom was discussed as well. They will not go out on line anymore. There was a roundtable discussion regarding the grievances he sent out. Joseph offered some clarification on the May incident that was sent out in error. He explained that any use of force requires the youth to be seen by medical.

Open Session

No action was taken in the Closed Session that needed to be reported back in Open Session.

Adjournment

The meeting was adjourned at 6:55 pm. The next meeting will be September 23, 2020.

Minutes by Maurina Erickson, Secretary III