

JUVENILE JUSTICE  
AND  
DELINQUENCY PREVENTION  
COMMISSION

**AGENDA**

**October 11, 2024, 12:00 PM**

**Jury Assembly Room**

**Ukiah Courthouse**

**100 N. State Street, Ukiah, CA 95482**

<https://mendocino-courts-ca-gov.zoomgov.com/j/1600926095?pwd=V0RqYUZJMlRGUnQvZmh6b0NmMGxiUT09>  
Meeting ID: 160 092 6095    Passcode: 161251    Toll-Free Call-in Number: (833)568-8864

1. **Call to Order**
  - a. **Welcome and Introductions**
  - b. **Additions or Corrections to Agenda**
  
2. **Public Comment for items not on the Agenda**
  
3. **Review and approval of Draft Minutes from September 13, 2024 meeting (attachment)**

*Recommended action:    Approve minutes.*
  
4. **Chief Probation Officer Report**

*Recommended action:    Receive the oral report and provide input to CPO Locatelli, as needed.*
  
5. **Juvenile Hall Report**

*Recommended action:    Receive the oral report and provide feedback to staff, as needed.*
  
6. **Update and Discussion on Speakers for JJDPC Meetings this Fall**

*Recommended action:    Discuss potential guest speakers for JJDPC future meetings. Determine who will contact speakers and arrange presentations.*

**7. Update and Discussion on Recruitment of Commissioners**

*Recommended Action: Receive the oral report and provide guidance to clerical staff to enhance recruitment efforts.*

**8. Process for Election of Officers (attachment)**

*Recommended action: Discuss procedures for election of new officers*

**9. Update and Discussion from Juvenile Data Review Committee**

*Recommended action: Receive report from juvenile data review committee after discussion.*

**10. New Business**

**11. Review and Discuss Requests for Items to be included on Future Agenda, Including Agenda Date(s) and Provide Direction**

**12. Adjournment: JJDPC meeting are held from noon to 2 p.m. in the Jury Assembly Room at the Ukiah Courthouse on the following dates:**

November 8, 2024

December 13, 2024

January 10, 2025

# Juvenile Justice & Delinquency Prevention Commission

Mendocino County  
100 N. State Street, Room 303  
Ukiah, CA 95482  
(707) 463-4664

<https://www.mendocino.courts.ca.gov/jjdpc>

## SEPTEMBER 13, 2024 MEETING

COMMISSIONERS PRESENT: Kate Gaston, Chairperson, Esperanza Montano-Culbertson, Vanessa Curl, Tanya Estrada-Ruiz, Libbe Madsen (via Zoom)

OTHERS PRESENT: Judge Carly Dolan; John Bednar, MCJH Division Manager; Kim Turner, Court Executive Officer; Kim Weston; Scott Marsh (MCYP and prospective commissioner); Josie Pady (ICWA Coordinator for Pomo Valley Tribe and prospective commissioner; Sharon Hildebrand, CASA

COMMISSIONERS ABSENT: Sarah Martin, Bode Gower, Marquez Gibson

The meeting was called to order at 12:20 pm by JJDPC Chairperson, Kate Gaston.

1. **CALL TO ORDER**
  - a. Welcome and Introductions
  - b. Additions or Corrections to Agenda
    1. Formation of Committees, Kate Gaston.
    2. Preauthorization/clearance of Commissioners by Probation Department, Kim Turner.
2. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:** None.
3. **REVIEW AND APPROVAL OF DRAFT MINUTES FROM THE AUGUST 9, 2024 MEETING (ATTACHMENT):** After discussion, the Commissioners approved the August 9, 2024 meeting minutes with requested change. Ms. Estrada-Ruiz moved to approve; Ms. Curl seconded.
4. **PROBATION REPORT:** Chief Locatelli reported that the Juvenile Probation Department (not Juvenile Hall) is down several positions. He is moving employees around to fill the openings and accommodate other changes that need to be made in the department. They are recruiting for openings as well, but it takes months to train and get employees ready to work on their own. There are 40 to 45 juveniles on probation currently. This number is up from recent years. The county budget looks bad for this coming fiscal year, but he does not feel it will affect the Probation Department. Chief recommended that the commissioners contact either Nicole Glentzer or Deb Kubin to have someone come to a meeting and discuss the SARB processes for Ukiah Unified and MCOE. There is a new County Social Services Director starting in November that will hopefully fill in the gaps in some of the programs that currently exist.
5. **JUVENILE HALL REPORT:** Mr. Bednar reported that currently nine youth are in Juvenile Hall, five male (two from Lake County), and four females (one from Lake County). He is continuing to work with Mendocino College on the Garden Project. They are currently hiring

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extra help employees to cover for vacations. They are working on updating the policies and procedures. Commissioner Gaston asked if there has been any feedback from the recent inspections of the hall. Mr. Bednar reported that there was one targeted correction that has already been corrected. There will be a follow up check on this item within the next three to six months.

6. **UPDATE/DISCUSSION ON SPEAKERS FOR JJDP MEETINGS THIS FALL:** Ms. Gaston revisited the process for bringing in speakers at each meeting. Ms. Estrada-Ruiz reported on events that have been happening at Consolidated Tribal Health and Ms. Gaston asked that she prepare a short write up on the events to be distributed to the commission. Sharyn Hildebrand provided an update from CASA. She reported that they are constantly updating the information on the 24/7 Help App and website to add information and keep the website in compliance. They are working on expanding the App and website to include information for Humboldt and Del Norte counties. She addressed the topic of human trafficking. Schools have mandatory trainings they conduct on human trafficking. They are working on recommendations to schools to institute the “Pouch Phones” program as cellphones are a major source of contact in trafficking incidents. Ms. Gaston thanked Ms. Estrada-Ruiz and Ms. Hildebrand and stated she would be contacting Ms. Glentzer and Ms. Kubin regarding possible presentations to the commissioners.
7. **UPDATE/DISCUSSION ON RECRUITMENT OF COMMISSIONERS:** Ms. Turner reported that Ms. Pady are continuing through the background check process. Mr. Marsh has passed the background check process and needs to be sworn in. Ms. Weston is directed to contact Mr. Marsh to schedule an appointment. Ms. Turner reported that we have not received a response from outreach made to Mr. Tripp. Ms. Turner requested that the current commissioners forward any possible recruits to the website and to Court Administration for additional information or applications.
8. **PROCESS FOR ELECTION OF OFFICERS (ATTACHMENT):** Ms. Turner referred the commissioners to the bylaws regarding the election of new officers. After discussion, it was agreed that the commission needs at minimum, three officers and that nominations for these positions need to be submitted for the November meeting. Ms. Gaston stated she would be sending out an email to commissioners asking them to consider which roles need to be included in the commission so that the nomination for the positions can occur at the November meeting. Current positions include Chair, Vice Chair, and Secretary. Commissioners can only hold one position at a time and cannot hold a position for more than two years. The new officers will assume their new roles in January.
9. **UPDATE AND DISCUSSION FROM JUVENILE DATA REVIEW COMMITTEE:** There will not be an update at this meeting due to Mr. Marquez’s absence and will be placed in the agenda for the September meeting.
10. **NEW BUSINESS:**

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**FORMATION OF COMMITTEES:** Ms. Gaston reported that the commission is not ready to form committees at this time and proposed that any committees be created after the election of Officers this fall. An additional note was made that committees can bring in outside individuals to serve Ad Hoc on committees. Ms. Hildebrand also reported that the Policy Council can also assist with expanding committees. After discussion, it was agreed that the formation of new committees will be placed on the January meeting agenda.

11. **REVIEW AND DISCUSS REQUESTS FOR ITEMS TO BE INCLUDED ON FUTURE AGENDA, INCLUDING AGENDA DATE(S) AND PROVIDE DIRECTION:**

The commissioners were asked to look to the JJDPC on the state and federal level for ideas to include on future agendas.

12. **ADJOURNMENT:** After discussion, it was agreed that the next JJDPC meeting will be held on October 11, 2024 at 12:00 p.m. in the Jury Assembly Room at the Ukiah Courthouse. A Zoom link will be provided for Commissioners who cannot attend in person and for any members of the public to attend.

MEETING ADJOURNED AT 1:15 p.m.

MINUTES COMPLETE

Submitted by Kim Weston