



COUNTY OF LOS ANGELES

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**JUDICIAL PROCEDURES COMMISSION**

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383 Hall of Administration / 500 West Temple Street / Los Angeles, California 90012 / (213) 974-1431

**MINUTES OF THE 651<sup>ST</sup> MEETING OF  
THE JUDICIAL PROCEDURES COMMISSION**

The 651<sup>st</sup> meeting of the Los Angeles County Judicial Procedures Commission was held on May 20, 2004, in Room 864 at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California. A list of those in attendance follows:

**MEMBERS PRESENT**

Carol Rose, Chair  
Walter P. Coombs, Vice Chair  
Clifton Albright  
Bertrum M. CeDillos  
William J. Galloway  
Ann Jackson  
Thomas J. Jeffers  
Janice Kamenir-Reznik  
Neal S. Millard  
Sylvia Scott Hayes

**MEMBERS EXCUSED**

Lee Kanon Alpert  
Nelson L. Atkins  
Robbi J. Work

**EX-OFFICIO MEMBERS**

Bruce Haar, Sheriff's Department  
Larry Mason, District Attorney's Office  
Ronald A. Yorizane, Public Defender  
Honorable Dennis Zine, Independent Cities Association

**CITY REPRESENTATIVES**

Heather Aubry, L. A. City Attorney's Office  
Lt. George Bush, L.A.P.D.

MEMBERS

Carol L. Rose  
*Chair*

Walter P. Coombs  
*Vice Chair*

Clifton W. Albright  
Lee Kanon Alpert  
Nelson L. Atkins  
Bertrum M. CeDillos  
William J. Galloway  
Ann Jackson  
Thomas J. Jeffers  
Janice Kamenir-Reznik  
Neal S. Millard  
Sylvia Scott-Hayes  
Robbi J. Work

Ellen Sarmiento, Los Angeles City Attorney's Traffic Division

**COUNTY REPRESENTATIVES**

Bea Deuringer, District Attorney  
Margaret Little, Superior Court  
Zoe Venhuizen, Superior Court

**EXECUTIVE OFFICE OF THE BOARD OF SUPERVISORS**

Khanh Nguyen  
B. Eugene Romig  
Nyla Jefferson  
Sherry Scates

**GUESTS**

Caron Caines, Director, Self Help Legal Access Center  
Craig Gold, Vice President, Association of Deputy District Attorneys  
Kelly Sheridan

**CALL TO ORDER**

Chair Rose called the 651<sup>st</sup> regular meeting of the Los Angeles County Judicial Procedures Commission (JPC) to order at 12:24 p.m. Introductions of the Commissioners, Ex-Officio Members, Staff, and guests followed.

**APPROVAL OF THE MINUTES OF MARCH 18, AND APRIL 15, 2004**

On motion of Commissioner Jeffers, seconded by Commissioner Coombs, and unanimously carried, the minutes of March 18, 2004 were approved.

On motion of Commissioner CeDillos, seconded by Commissioner Galloway, and unanimously carried, the Minutes of April 15, 2004 were approved.

**CHAIR'S REPORT**

Chair Rose announced that Staff Member Dedie Ward's, brother, Phil Hamptonie passed, and that Jim Corbett, Manager of Commission Services, was on medical leave. Chair Rose asked Commissioners and Ex-officio Members to provide a contribution to send flowers and chocolate to the staff members.

Child Waiting Rooms

Margaret Little, Los Angeles County Superior Court, provided an update on the progress of the emergence of Child Waiting Rooms at various County Courts in Los Angeles. The Van Nuys Court has found funding for its Child Waiting Room and is

currently waiting for a design review by facility personnel and a statement of work to proceed with the project. Ms. Little anticipates that the grand opening for the Van Nuys Child Waiting Room should be occurring sometime this year. The Airport Court which was initially a criminal court, has expanded its operation to include a drug court which should help to increase the use of the child waiting room there.

#### Donation Trust Fund

Commissioner Jackson reported that the Los Angeles County Bar Association (LACBA) should be making a decision about the Commission's funding request for \$3000 for the Child Waiting Room project by the end of June. Commissioner Millard commented that he is a former president of the LACBA, and would write a letter in support of providing funding for the project. Chair Rose suggested that the Child Waiting Room Committee schedule a meeting within the next two week to discuss the Committee's progress.

#### **UPDATE ON THE STATUS OF THE SELF HELP LEGAL ACCESS CENTER (SHLAC)**

Caron Caines, Director, Self Help Legal Access Center (SHLAC), stated that she oversees and coordinates the operation of the Self Help Legal Access Centers. Since the November 2000 grand opening of the Van Nuys SHLAC, over 57,000 individuals have utilized the center. Over 14,000 clients have been provided assistance at the Pomona SHLAC since its opening in January 2003, and 7,000 clients have received assistance at the Inglewood Center. Although Antelope Valley has only been open two days a week since February 2003, 5,000 clients have already been assisted. Chair Rose added that she has been advised that the center will be open five days a week beginning July 1, 2004. Since the year 2000, a total of 85,545 people have received assistance at the self help centers.

Ms. Caines gave an overview on the various types of services which are provided at the SHLAC's. Clients that have cases which are beyond the purview of SHLAC, are referred to non-profit organizations for legal assistance or to attorneys that charge a nominal fee or will handle a portion of the case only. Other clients are encouraged to utilize dispute resolution mediators.

About 60% of the cases handled at the center relate to family law, and the remaining 40% of the client's needs relate to housing, small claims, civil harassment, and some contract disputes. In 2003, the Department of Consumer Affairs which partnered with Neighborhood Legal Services, received one of the Top Ten Productivity and Quality Awards for the Self Help Legal Access Center project. UCLA's law school conducted a survey and determined that people that utilize the services provided at the SHLAC receive a higher child support payment and did not have to rely on the County for assistance.

There are approximately 100-150 volunteer attorneys, 1 volunteer coordinator and at least 1 attorney and paralegal on staff at each center. Approximately 90% of the clients qualify for legal aide although there are no income restrictions, and the average education level of the clients is some high school. The SHLAC guarantees quality assistance each day to the first 30 people seeking help. Norwalk is being considered as the location for the next SHLAC.

An AmeriCorp one million dollar grant pays 100 students from various universities to work at SHLAC and in the fall, under the new name Justice Corp., the new students will be sworn in on October 22, 2004 by Maria Shriver. A Community Block Grant Fund will supplement the partnership grant for the Antelope Valley Center.

On motion of Commissioner Kamenir-Reznik, seconded by Commissioner CeDillos and unanimously carried, Commissioner Kamenir-Reznik will develop a letter urging the Board of Supervisors to support the opening of a SHLAC in the Fourth District. The finalized letter is to include the signatures of each Commissioner. Staff will contact the Ex-Officio Members to determine their support in signing the letter.

#### **DISCUSSION ON HOW THE CITY ATTORNEY'S OFFICE HANDLES OFFICER WAITING TIME IN COURTS**

Ellen Sarmiento, Supervising City Attorney, Traffic Court of the Metro Branch, has been administering traffic court operations for the past 16 years. Ms. Sarmiento stated that significant changes have been made to limit the payment of overtime to officers. Generally, subpoenas require an officer to appear in court on the 8<sup>th</sup> day of a 10 day trial. Now, officers are not subpoenaed until the first day of trial on misdemeanor cases. Some complaints have been made regarding the change, but it has resulted in a significant reduction in the amount of wait time in court for an officer as well as preserving fiscal resources. The City Attorney also allows officers to be on call for the bulk of the subpoena which pays a maximum of 2 ½ hours of overtime per day. When an appearance in court is required, the officers have a large waiting room in Metropolitan Court with a TV and cots that are comfortable, and there is frequent communication by telephone between courtrooms and the police liaisons if a case is postponed or resolved.

Written reports of officers are reviewed to determine the number of officers that should be subpoenaed when there are DUI's or misdemeanor violations, which usually require two-four officers. The officer(s) with the most details about the case outlined in the report is the one subpoenaed. Officers are given the same two days each month to appear in court unless the person being charged prefers a different day. The telephone and the internet have also assisted in the reduction in court appearances as well.

Approximately one-third of the cases at the Metropolitan Court involve the California Highway Patrol (CHP). CHP procedures are different in that they do not acknowledge

on call status, however, the CHP does use the same subpoena procedures as the City of Los Angeles.

### **COMMITTEE REPORT**

#### **Formation of JPC Trust Fund Committee to Develop Criteria for Fund Disbursement**

Commissioner Jackson reported that the Board of Supervisors requires the formation of a committee to establish criteria to disburse funds that are collected. A Committee group was developed consisting of Commissioner Ann Jackson as the Chair, and Commissioner Rose, Bea Dieringer, and Heather Aubry. Staff was instructed to send a thank you letter to the Junior League for their \$4999.00 contribution.

#### **Child Custody Exchange Committee Update**

An update on this issue will be placed on the next regular Commission meeting agenda.

### **PUBLIC COMMENT**

Craig Gold, Vice President, Association of Deputy District Attorneys, reported that Public Safety Pension legislation that passed in 2002 would enhance the existing public safety pension plans D & E in LACERA for County lawyers and some employees. Legislation AB 2023 would enable Counties on an "ability-to-pay" basis to raise the pension 3% each year for a person who reaches the age of 55 and continue to retirement. Presently, the pension payment increments are a little above 1% annually. He has met with several members of the Board of Supervisors to discuss the issues. With a background in Labor Relations, Mr. Gold expressed his concerns in having a pension plan that would provide some economic security for those who have devoted their lives working in the public safety arena. Mr. Gold asked for the Commissioners assistance in contacting Supervisors Molina and Antonovich on his behalf so that he can discuss his concerns.

### **MATTERS NOT ON THE POSTED AGENDA**

Election of Officers will be held at the next regular JPC meeting.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:31 p.m.