



**COUNTY OF LOS ANGELES
PROBATION COMMISSION**
9150 EAST IMPERIAL HIGHWAY – DOWNEY – CALIFORNIA 90242
(562) 940-2754



MINUTES OF REGULAR MEETING OF JANUARY 14, 2016

The regular meeting of the County of Los Angeles Probation Commission was held on Thursday, January 14, 2016, Kenneth Hahn Hall of Administration, 500 West Temple Street, room 743, Los Angeles, California 90012

I. President Gardner called the meeting to order at 10:15 a.m.

The following Commissioners were present:

1st Vice President Levine
2nd Vice President Hollopeter
3rd Vice President Seaver
Commissioner Martinez
Commissioner Kaplan
Commissioner Shutan
Commissioner Meredith

The following Commissioners were excused:

Commissioner Mitchell
Commissioner Caster
Commissioner Holt
Commissioner Bridge
Commissioner Hoover
Commissioner Jones
Commissioner Yamashiro

The following staff and guests were present:

Roberto Miramontes, Justice Deputy, 1st Supervisorial District
Patricia Rodriguez, Secretary, Probation Department
Diane Murua, Probation Department

Commissioners

Joe Gardner-President,
Jan Levine-1st Vice President, Clayton Hollopeter-2nd Vice President, Daniel Seaver-3rd Vice President,
Donald Meredith-Sergeant at Arms, Azael Martinez-Sonoqui, Cyn Yamashiro, Esq.,
Fitzgerald Jones, Gabriella Holt, R.N. E.J.D. Jacqueline Caster, Esq, Jo Kaplan Esq,
Olivia E. Mitchell, Peter Shutan, Zachary Hoover, Betsy Butler

II. APPROVAL OF MINUTES

The minutes of December 9, 2015 were not approved and are tabled until the next meeting.

III. RE-ORGANIZATION OF THE PROBATION COMMISSION

The Probation Commission discussed changing the location for January 28, 2016 meeting to find more suitable location for the public to attend. The location at Downey Headquarters is not accessible to the public.

President Gardner distributed the Probation Commission Goals and Objectives for 2016. The discussion was as follows;

The Probation Department will be facing significant challenges ahead as they work to find a new chief and implement the Department's three-year Strategic Plan. President Gardner mentioned juvenile probation is emerging from a six (6) year Federal Monitoring. He stated it is very important to continue inspections of the facilities to ensure they meet Title 15 standards and provide fair humane treatment of the youths in custody.

The Probation Department has five (5) goals for the next three years:

1. Improve public safety by reducing recidivism.
2. Operate facilities that promote healthy development and skills by including;
 - Educational and vocational skills programs
 - Internal quality assurance and improvement strategies
 - Reform use of the Special Handling Unit(s)
 - Implement "Youth Councils" within each facility
 - Conduct Population and families survey
3. Enhance victim's rights.
4. Attract, develop and maintain an exemplary and motivated workforce.
5. Enhance the culture of the Department.

Role of the Commission in the implementation of the Strategic Plan:

- The Commission will continue to provide oversight of recidivism prevention and skills development programs.
- Commission inspections will incorporate oversight of Goal #2 and report our findings to the Department.
- The Commission shall seek to review the "Population and Families Surveys" throughout the year to assure humane care and safety within the Department's facilities and will monitor the implementation of the "Youth Councils" within each facility.

RE-ORGANIZATION OF THE PROBATION COMMISSION (cont.)

The Commission has a duty to submit an annual Commission report to the Board of Supervisors. Other duties are to submit formal reports and responses from the Probation Department to the State Department of Justice. The Commission will pursue resources and funding for training of new commissioners and continual training for all commissioners so that mandated inspections and reporting are consistent and thorough.

President Gardner stated the Commission will follow up on the population and family surveys, as well as information of the youth councils once they have been implemented. The Commission will analyze whether Probation modifies any practice in response.

President Gardner state that Commissioners Holt and Commissioner Hollopeter provided quality reports. Commissioner Shutan mentioned President Gardner's report on Dorothy Kirby Center was very good as well. President Gardner would like to incorporate a once a month 45 minute training segment on inspections. He would like to form a small committee to create the training segment for each month. This will assist all Commissioners on what to look for when conducting an inspection.

President Gardner requested that Commissioner Hollopeter provide a list of inspections for 2016. Commissioner Hollopeter will provide the list at the next meeting.

President Gardner discussed that he sees the Commission working via outside committee work model to become more efficient in fulfilling its responsibilities and duties.

President Gardner would like its meetings to display courtesy, professionalism and efficiency. He stated that when the Department is here providing a report or update they should be treated with courtesy, and allow to complete their presentations before questions are asked.

President Gardner requested Commissioner Meredith to serve as Sergeant at Arms and follow the Robert's Rules of order. Commissioner Meredith agreed and suggested that questions to speakers be limited to two (2) questions per Commissioner.

Commissioner Seaver requested that minutes be distributed before meetings to reduce the time reviewing them at the meeting.

Commissioner Seaver reported that Supervisor Ridley-Thomas has been discussing appointment of a new Commission to oversee the Probation Department. He also stated that several other motions will be introduced by the Board of Supervisors will be established a new Commission. He requested that the Commission focus on its current obligations and responsibilities.

RE-ORGANIZATION OF THE PROBATION COMMISSION (cont.)

Commissioner Seaver shared a motion establishing a Sherriff's as an example of what the Board may be envisioning. To oversee the Probation Department. He suggested that the Commission discuss its view of our mission in the context of a possible oversight.

Commissioner Levine noted that the memo she sent out discussed the steps for the Board of Supervisors to enact an ordinance that spells out the Commission's powers and duties. Commission Gardner requested that the Commission consider soon what might be in such an ordinance. Commissioner Meredith stated Supervisor Mark Ridley-Thomas is proposing a study of whether the Probation Department should be split into separate Departments Juveniles and Adults.

Commissioner Jones recommended the Commission to communicate to the Board of Supervisors the issues raised by individual visits to the camps.

Justice Deputy Miramontes (District 1) confirmed that splitting the Department into separate Adult and juvenile units is under discussion. He stated also that the Commission's decision to move the meetings from Wednesday's to Thursday's makes it more possible for Justice Deputies to attend.

Commissioner Seaver requested that Justice Deputy Miramontes explain what the Board of Supervisors looks for the Commissioners to do, what is the expectation for the Commission in terms of oversight? Justice Deputy Miramontes stated as to the 1st Supervisorial District hopes that the Commission serve as the eyes and ears at to the daily operations of the Department. They rely on the Commission's inspection reports and its observation in terms of compliance issues. He asked that this information be reported to the Justice Deputies on a frequent, periodic time basis.

Justice Deputy Miramontes noted that at this point the Board of Supervisors is in the rethinking the role, capacity and responsibility of County Commissions.

Commissioner Shutan thanked Justice Deputy Miramontes for attending the meeting and would like the Commission to discuss the issue with their Supervisors.

President Gardner would like for the next meeting to be dedicated to strategizing amongst the Commission.

Commissioner Levine reported on the legal basis for the Probation Commission's current authority. The Probation Commission was established by State Statute Welfare and Institutions Code Section 240 Est seq.), which set up Juvenile Justice Commissions all over the State. Her view is that the Probation Commission should also be empowered by the Board of Supervisors, as the County Commission of Children's' and family is.

RE-ORGANIZATION OF THE PROBATION COMMISSION (cont.)

Commissioner Levine noted that the Children's Commission was established by the County Ordinance chapter 3.68 of the County Code. The Board of Supervisors could enable the Commission to serve as a County Commission advise both the Board of Supervisors and the Probation Department. This would require passing a County ordinance making the Probation Commission advisory County Commission. The Ordinance could specify the Commission's membership, staffing, meetings, frequency, procedures, officers, duties and powers.

Commissioner Levine has created a draft laundry list of its powers and duties which she circulated to members.

IV. ADJOURNMENT

Commissioner Shutan moved to adjourn the meeting. His motion was seconded by Commissioner Seaver the motion was approved and the meeting was adjourned at 12:00p.m.