



**COUNTY OF LOS ANGELES**  
**PROBATION OVERSIGHT COMMISSION**  
**STATEMENT OF PROCEEDINGS FOR THE VIRTUAL**  
**SPECIAL MEETING**



[poc.lacounty.gov](http://poc.lacounty.gov)

**MONDAY, NOVEMBER 14, 2022, 11:30 A.M.**

VIDEO FILE FOR THE ENTIRE MEETING

Attachment:    [Video](#)

**I.     ADMINISTRATIVE MATTERS**

1. Call to Order and Roll Call.

**Chair Carrillo called the meeting to order at 11:33 a.m. Ms. Wendelyn Julien, Executive Director conducted the roll call:**

Present:            Commissioner Danielle M. Dupuy, Commissioner Sean Garcia-Leys,  
                         Commissioner Donald D. Meredith, Commissioner Dominique D. Nong, Secretary  
                         Dolores Canales, and Chair Franky Carrillo

Absent:            Commissioner Samuel Lewis, Commissioner Donald D. Meredith, and Vice Chair  
                         Esché L. Jackson

2. Approval of the October 27, 2022 meeting minutes.

**No members of the public commented on this item.**

**On motion of Commissioner Sean Garcia-Leys, seconded by Commissioner Nong, and unanimously carried (Commissioner Samuel Lewis, Commissioner Donald D. Meredith, and Vice Chair Esché L. Jackson being absent), the Los Angeles Probation Oversight Commission (POC) approved the October 27, 2022 meeting minutes:**

**Ayes:**            **5 –**     Commissioner Danielle M. Dupuy, Commissioner Sean  
                         Garcia-Leys, Commissioner Dominique D. Nong, Secretary  
                         Dolores Canales, and Chair Franky Carrillo

**Absent:**         **3 –**     Commissioner Samuel Lewis, Commissioner Donald D.  
                         Meredith, and Vice Chair Esché L. Jackson

Attachments:    [Approved October 27, 2022 Minutes](#)  
                         Public Comment/Correspondence

**II.     DISCUSSIONS**

3. Discuss and take appropriate action on the 2022 inspections of Camps Paige, Afflerbaugh, and Rocky and an explanation of the POC's role in visiting and ultimately inspecting probation placements including Short-Term Residential Therapeutic Programs (STRTP).

- Dr. Erica Reynoso, Project Director, Los Angeles County Probation Oversight Commission

**Dr. Reynoso delivered a presentation on the POC's facility inspections.**

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Aditi Sherikar addressed the POC.

Commissioner Canales raised concerns about graffiti. In response, Ms. Jennifer Kaufman, Bureau Chief of the Los Angeles County Probation Department, stated that the camp managers perform regular inspections of the facilities so it can be addressed with youth and removed as soon as possible.

Commissioner Garcia-Leys shared general places graffiti is visible, and shed light on the increased graffiti, contraband, and socio-cultural concerns.

In response to Commissioner Nong's inquiry, Ms. Julien explained that the Probation Department will provide a written response to the questions before the POC submits the final annual inspection report to the Board of Supervisors.

Commissioner Nong inquired about the violations at Camp Rockey noted by the Bureau of State and Community Corrections (BSCC) and how the Probation Department has maintained documentation of findings regarding room confinement since the initial inspection. Ms. Kaufman shared that violations are recorded based on qualifying factors described by youth and staff. She added that staff need additional training on how to properly document those instances using adequate terms. Ms. Kaufman provided an overview of the steps that Probation takes to address findings and concerns raised by the California Board of State of Community Corrections (BSCC), which includes a written response and a corrective action plan. She will provide these responses and corrective action plans to the POC.

Commissioner Garcia-Leys inquired about Camp Rockey, specifically the Hope Center, being overused by staff from other camps. Ms. Kaufman stated that Camp Rockey is used for multiple things such as Multidisciplinary Team meetings, regular reclassifications, and cognitive behavioral case management.

Commissioner Nong left the meeting at 12:15 p.m.

Attachments: [Supporting Document](#)  
Public Comment/Correspondence

4. Discuss and take appropriate action on Probation's new Grievance system in the juvenile facilities.
  - Karen Fletcher, Chief Deputy, Los Angeles County Probation Department
  - Luis Dominguez, Deputy Director, Los Angeles County Probation Department

Ms. Fletcher introduced the new Grievance Management System. Mr. Dominguez stated that the system is not operational right now but expected to be implemented in three phases beginning in January 2023 with full implementation and trained staff by March 2024. He emphasized that the current procedures, including paper forms, will remain and are in compliance with the BSCC's Title 15 requirements.

Commissioner Meredith joined the meeting at 12:30 p.m.

No members of the public addressed the POC.

In response to Chair Carrillo's inquiry about backlogged grievances, Mr. Dominguez stated that grievances are manually being tracked using an Excel spreadsheet. He also explained

that internal grievances against staff are handled on a case-by-case basis depending on the nature of each incident. Mr. Dominguez described the future kiosk as a device that is hung on the wall and is tamper resistant, but additional idea proposals will be discussed with the vendors.

Commissioner Garcia-Leys inquired about how Probation will integrate the backlog of grievances from the JIGS system into the new Grievance Management System. Mr. Dominguez is unaware of errors in JIGS but will follow up on if/how the JIGS grievance backlog is being/will be addressed.

Mr. Dominguez agreed with Ms. Julien about the new Grievance Management System giving the Probation Department the ability to review trends, disseminate information to the institutions efficiently, and research different concepts.

Ms. Julien explained how the term grievance is utilized within the Probation Department, the POC's role in the grievance procedures, and the additional need for review of the complaint process.

**Attachments:** [Overview of Probation's GMS](#)  
[POC's 2021 Grievance Report](#)  
[Public Comment/Correspondence](#)

5. Discuss and take appropriate action on progress the Los Angeles County Probation Department has made moving youth dispositioned to the secure track to Campus Kilpatrick and future plans for additional Secure Youth Treatment Facility (SYTF) sites.

- Karen Fletcher, Chief Deputy, Los Angeles County Probation Department

Ms. Fletcher shared that four additional youth were moved to Campus Kilpatrick and integrated into Oak Cottage without increasing staffing levels.

No members of the public addressed the POC.

In response to Commissioner Meredith's inquiry about Camp Scott's status as a SYTF, Ms. Fletcher mentioned that she will consult with County Counsel to provide an update on this question.

**Attachments:** [Supporting Document](#)  
[Public Comment/Correspondence](#)

### III. MISCELLANEOUS

#### MATTERS NOT POSTED

6. Matters not posted on the agenda, to be discussed and (if requested), placed on the agenda for action at a future meeting of the authority, of matters requiring immediate action because of an emergency situation or where the need to take action arose subsequent to the posting of the agenda.

Ms. Julien announced the POC's upcoming meetings and the POC's recruitment for two at-large Commissioners.

Chair Carrillo requested that a town hall be held for parents and guardians of youth who are currently incarcerated and that a legal advocate go in the facilities to educate youth

about what to expect once in probation.

Commissioner Dupuy inquired about the approval process for volunteer organizations who wish to provide programming for youth currently detained regularly. Ms. Fletcher confirmed that the approval process through VISTO is the same, but the Probation Department is working closely with organizations to expedite and streamline the approval process.

#### **PUBLIC COMMENT**

7. Opportunity for members of the public to address the Los Angeles Probation Oversight Commission (POC) on items of interest that are within the subject matter jurisdiction of the POC.

You may submit public comment by e-mail to [info@poc.lacounty.gov](mailto:info@poc.lacounty.gov).

Written public comment or documentation must be submitted no later than 5:00 p.m. one business day before the scheduled meeting to be included on the agenda. Please include the Agenda Item(s) and meeting date in your correspondence. Correspondence received by 5:00 p.m. the same day of the meeting shall become part of the official record.

**No members of the public addressed the POC.**

**Attachments:** Public Comment/Correspondence

#### **IV. ADJOURNMENT**

8. Adjournment for the special meeting of November 14, 2022.

**Chair Carrillo adjourned the meeting at 12:58 p.m.**