



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



MINUTES OF REGULAR MEETING OF FEBRUARY 23, 2017

The regular meeting of the County of Los Angeles Probation Commission was held on Thursday, February 23, 2017 at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Room B85, Los Angeles, California 90012

I. Commission President Joe Gardner welcomed all and called the meeting to order at 10:05 a.m.

He informed the Commissioners and all present that the meeting was being recorded. He asked that all identify themselves prior to making any statements.

The following Commissioners were present:

1st Vice President Jan Levine
3rd Vice President Seaver
Commissioner Shutan
Commissioner Caster
Commissioner Meredith
Commissioner Kaplan
Commissioner Butler

The following Commissioners were not present:

Commissioner Yamashiro
Commissioner Martinez
Commissioner Mitchell
Commissioner Hoover

Commissioners

Joe Gardner-President,
Jan Levine-1st Vice President, Daniel Seaver – 2nd Vice President,
Donald Meredith-Sergeant at Arms, Azael Martinez-Sonoqui, Cyn Yamashiro, Esq.,
. Jacqueline Caster, Esq, Jo Kaplan Esq, Olivia E. Mitchell,
Peter Shutan, Zachary Hoover, Betsy Butler

The following staff were present:
 Sheila Mitchell, Assistant Chief Probation Officer
 Carrie Clarke
 Monica Garcia

The following individuals were present:
 Natasha Khamashta
 Maureen Pacheco

II. LOS ANGELES COUNTY PROBATION DEPARTMENT UPDATE

Assistant Chief Mitchell restated that she has a desire to support the work of the Commission and to be present for the first meeting of each month at a minimum and to ensure that she delegates someone appropriate to discuss topics in her absence at the second meeting of the month. Chief Mitchell sought to confirm agreement to her recommendations for agenda topics for the first meeting of the month. She requested feedback and any recommendations for adjustments.

The topic of camp consolidations was raised and added to June 8, 2017 agenda.

March 9, 2017	Asst. Chief Mitchell Bureau Chief Harada	<ul style="list-style-type: none"> ➤ Overview & report out of Juvenile Justice Crime Prevention Act budget /W.I.C. 236 and New Direction program. ➤ Notification to Commission Protocols ➤ Grievance Process
April 13, 2017	Asst. Chief Mitchell	<ul style="list-style-type: none"> ➤ Hope Center Usage Data Quarterly Update from RTSB and DSB ➤ Kilpatrick Opening Update ➤ LA Model expansion: facility overview ➤ Update on Use of Force (including use of pepper spray) review and Corrective Action Plan. ➤ Performance Based Standards
May 11, 2017	Asst. Chief Mitchell	<ul style="list-style-type: none"> ➤ Program Model Design ➤ High School graduates ➤ Juvenile Day Reporting Centers ➤ 90 Day report on status of Use of Force Review ➤ Re-entry Strategy & Support ➤ Diversion Initiatives
June 8, 2017	Asst. Chief Mitchell	<ul style="list-style-type: none"> ➤ Mental Health ➤ Training ➤ Hiring ➤ Retention ➤ Preliminary review of Possible Camp Consolidation

Chief Mitchell expressed willingness to make adjustments to the schedule as needed. Several Commissioners expressed appreciation of the proposed schedule and the Chief's willingness to bring these items forward in an organized way.

A discussion followed about the desire for meaningful conversations with leadership about the various issues and the need to manage time and agenda to allow for this. Chief Mitchell reviewed items and outlined possible points of interest. She expressed willingness to return to a topic if needed. Commissioners expressed optimism on being able to support the plan.

III. OLD BUSINESS

In the absence of the Commissioners from District 4, Commissioners reviewed the proposed schedule for inspections for 2017 and agreed to the following schedule:

Betsy Butler	Scott & Scudder
Jacqueline Caster	Gonzales & Kilpatrick
Joe Gardner	Afflerbaugh, Paige & Rockey
Zachary Hoover	Dorothy Kirby
Joe Kaplan	Gonzales, Scott & Scudder
Jan Levine	Gonzales, Scott & Scudder
Sal Martinez	Central, Nidorff & Los Padrinos Juvenile Halls Area Offices (aftercare)
Don Meredith	Afflerbaugh, Paige & Rockey
Olivia Mitchell	Dorothy Kirby
Dan Seaver	Gonzales & Kilpatrick
Peter Shutan	Central, Nidorff & Los Padrinos Juvenile Halls
Cyn Yamashiro	Kilpatrick, Scott & Scudder
	Munz (closed)
Dan Seaver	Challenger Memorial Youth Center: Jarvis,
Jan Levine	McNair, Onizuka, Smith & Scobee (Mendenhall)
Jacqueline Caster	

Discussion about the visit from the Chief and Assistant Chief on February 9, 2017

1st Vice President Levine shared that she experienced the conversation with Chief McDonald and the leadership team as productive and positive. She thought it was a strong start to working together. Other Commissioners affirmed her statements and were encouraged by the presentation. Particular appreciation was expressed for leadership's commitment to be at every first meeting of the month and their commitment to delegate a representative when they are absent. Chief Mitchell shared that if any issue on the agenda involves juvenile institutions, the Commission should expect to have Acting Deputy Chief Dave Mitchell at the meeting if she is not able to attend.

Commissioner Levine requested that when possible, advance notice is provided to the Commission and that attention is given to the items on the agenda to ensure that the person representing her is able to speak on the issue. **She also requested that an organization chart be shared when it becomes available.**

Commissioner Kaplan and Levine requested greater communication about the services being provided by the **Department of Mental Health** and the partnership with Probation and Department of Mental Health during the regular updates from the Probation Department. Discussion surfaced the great concern that exists in the overall wellness of the youth in custody. Commissioners Kaplan and Levine expressed great concern about the crisis at Central Juvenile Hall where many youth are experiencing mental health issues and need attention.

Chief Mitchell expressed a willingness to have a joint presentation with Mental Health in June as Mental Health is a scheduled topic for that date. In advance of that, Commissioner Levine suggested that leadership from Department of Mental Health be invited to come to the March 23, 2017 Probation Commission meeting to provide an update on the services being provided to Probation youth.

Chief Mitchell reminded all the as the Assistant Chief, she oversees the relationship and responsibility in interaction with the Department of Mental Health for issues related to juveniles at Probation. She does not object to Mental Health leadership presenting in advance of her presentation in June and does encourage Commissioners to provide questions for Mental Health in advance of the presentation.

Commissioner Gardner reminded all that there is great value in setting a schedule and sticking to it. Reminding all that preparation and organized communication will support their functioning and ability to get to all issues of concern.

Commissioner Shutan moved that the Department of Mental Health attend the meeting of 3/23/17 and begin providing a quarterly update at a minimum. Commissioner Levine seconded the motion. Motion was approved unanimously.

Natasha Khamashta, representative of the Public Defender's office, expressed great concern about the relationship between staff of Probation and Department of Mental Health at Central Juvenile Hall.

Commissioner Seaver expressed a desire for suicide attempts to be the kind of incidents that are included in the notification process that will be reported on at the March 9th meeting.

Commissioner Kaplan moved a request to the Probation Department for documentation of any specialized training for officers working in the specialized units at Juvenile Hall (ESU/CARE/DD) for all shifts, including weekends. Commissioner Shutan seconded. Motion passed with one abstention (Meredith).

Ms. Khamashta complimented Ms. Chacon and Ms. Wilton, staff in the DD unit, as being excellent.

Chief Mitchell restated the desire of the motion is to identify the training that has happened and that training that is being planned for staff in Specialized Units.

Commissioner Kaplan requests that Mental Health be permanently added to every agenda of the Commission so that the issue can be discussed if needed.

Commissioner Caster recommends that the Probation expand the review of incidents of violence and performance by background or personality type. She encourages that greater review of staff need will inform need for trauma. Commissioner Butler also shared her awareness that the military does deal with trauma of their ranks and she encourages Probation explore the same.

President Gardner requests a sub-committee to prepare questions for the Department of Mental Health presentation. Commissioners Levine, Kaplan and Shutan volunteer.

Kilpatrick Committee report began with a discussion of the handout PowerPoint presentation made available at the Kilpatrick information session on February 21 attended by President Gardner. President Gardner shared the following update: the opening date is tentatively scheduled for May 1, 2017; although there are many moving parts on the project, the date may be pushed back because of weather. It will have 5 cottages, a max population of 120. It will open with 12 youth in cottages of 6. Training for all staff will be a 5 week program. He expects it will be a great program.

Chief Mitchell shared that training will include trauma and Dialectical Behavior Therapy as the Commission has been informed. She added that staff needs ongoing support and there is a plan for more support from the folks from Missouri. They will provide coaching directly to our staff for up to a year so they are guiding and looking at what works and what is not.

Commissioner Caster asked if social workers are part of the team at Kilpatrick. Chief Mitchell said she will return with a confirmation during the scheduled overview of Kilpatrick in April.

Commissioner Seaver sought to confirm that all staff at Kilpatrick, even the support staff such as cooks and janitors will be part of the training. Chief Mitchell shared that Ken Ellis one of the premier coaches from Missouri and Brad Beach will be coaching for months as we build capacity for our internal.

Commissioner Seaver asked to get clarity as to the role of Jose De La Torre had on the Kilpatrick information team.

Commissioner Kaplan asked Ms. Clarke for a written opinion on the why the group is limited to 7 members of the Commission. Commissioner Kaplan disagrees.

Commissioner Seaver explained that the visit to Kilpatrick on Friday, Feb 17 was canceled because of rain. New dates for the visit are Monday, March 6, Wednesday, March 15 and Thursday, March 16 at 1:30. Commissioners are asked to sign up if they are interested.

Commissioner Meredith moved that the 3rd Vice President fill the vacancy in the **2nd Vice President** position and that they eliminate the 3rd Vice President for this year. Commissioner Levine seconded the motion and it passed unanimously.

IV. NEW BUSINESS

Commissioner Caster handed out a **Resolution Relating to Terminating Probation Department's new Directions Diversion Program**. She gave background on the current status and discussed two flaws: one in design and one in implementation. She expressed concern that the funds are not being used in accordance with the intent of the law. She expressed concern that money has not been allocated to services for youth and that this program will again not spend the money allocated. She compared it with other programs that serve similar youth.

Commissioner Meredith suggested that the Commission hear from the Department on March 9, 2017 as is scheduled before attempting to pass a resolution. Several Commissioners express concern on timing of resolution, desire to hear from the Department, language used in the resolution as being very general and appropriateness of sponsor of the resolution. Commissioner Levine recommended item be tabled or a substitute resolution be brought back after the Department's presentation.

V. APPROVAL OF MINUTES

Commissioner Seaver moved approval of the minutes of February 9, 2017. Commissioner Levine seconded the motion. The minutes were approved unanimously.

VI. ANNOUNCEMENTS

President Gardner reminded all to submit items for the **Monthly Recap** and reminded invited all that they were invited to attend the **February 23, 2017 graduation** of the Academy.

Commissioner Shutan requested County Counsel provide guidance regarding the number of commissioners needed in order to have a quorum during this time where only 12 appointments are made.

VII. PUBLIC COMMENT

There were no public comments.

VIII. ADJOURNMENT

Commissioners Seaver moved to adjourn the meeting. President Gardner seconded the motion and the meeting was adjourned at 11:50 a.m.

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