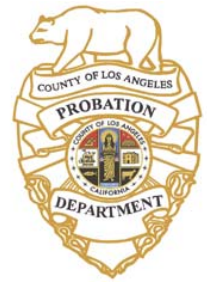




**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE PROBATION COMMISSION  
EAST LOS ANGELES PUBLIC LIBRARY  
GLORIA MOLINA COMMUNITY ROOM**



**4837 EAST 3RD STREET, LOS ANGELES, CALIFORNIA 90012**

**Thursday, April 11, 2019**

**10:00 AM**

Present: Commission President Joe Gardner, 1<sup>st</sup> Vice President Jan Levine, Commissioner Herbon, Commissioner Swartz, Commissioner Mitchell, Commissioner Seaver, Commissioner Shutan, Commissioner Butler, Commissioner Meredith, Dalila Alcantara, Bureau Chief, Jennifer Kaufman, Sr. Director, Lydia Jurado, Staff Assistant

**Attachment:** [Audio Transcript](#)

**I. ADMINISTRATIVE MATTERS**

Commission President Joe Gardner welcomed all and called the meeting to order at 10:15 A.M. President Gardner informed the Commissioners and all present that the meeting was being recorded and asked that all identify themselves prior to making any statements.

1. Excused Absences: Commissioners Kaplan and Caster
2. Roll Call

**II. APPROVAL OF MINUTES**

3. N/A

**III. PROBATION DEPARTMENT**

4. **Probation Department to distribute list of fund disbursements for agencies receiving JJCPA funds.**

The Commission discussed the JJCPA balance and procedures regarding funding disbursements.

The Commission expressed concerns about the requirement for CBOs to submit reasonably comprehensive invoices to draw down JJCPA funds. In addition, Probation is partnering with public private partnerships to accelerate contracting with community-based organizations.

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**Commissioners**

Joe Gardner-President,

Hon. Jan Levine (Ret.)-1st Vice President, Hon. Betsy Butler (Ret.), – 2<sup>nd</sup> Vice President, Donald Meredith-Sergeant at Arms, Daniel Seaver, Azael Martinez-Sonoqui, Cyn Yamashiro, Esq., Jacqueline Caster, Esq, Jo Kaplan Esq, Olivia E. Mitchell, Peter Shutan, Rev. Zachary Hoover, Randy Herbon, Gale Swartz

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The Commission inquired about sunsetting employment contracts. The JJCC recommended a revised spending plan to shift funding towards prevention; therefore, intervention contracts will be reduced.

The topic of additional funding and training assistance to start up programs were also discussed. The Commission suggested developing funding for community outreach.

**Speaker(s):** Jennifer Kaufman, Probation Sr. Director

**Action Item(s):** No action items requested.

**5. Update from the Probation Department on use of restraints including shackling.**

The Commission requested recurring updates regarding the use of restraints including shackling. The Department created an updated draft Directive that is currently awaiting feedback from the unions and Alternate Public Defender.

**Speaker(s):** Luis Dominguez, Probation Deputy Director

**Action Item(s):** Probation to provide the Commission with a draft of the updated Directive and existing Directive regarding use of restraints and shackling.

**6 Update from the Probation Department on the implementation of training for personnel assigned to camps.**

Probation is developing an LA Model of dialectical behavior therapy (DBT) manual expected to be completed within 2019. In the interim Brad Beach, master trainer, is providing DBT training to Probation staff. The department provided Report Based training and Crisis Prevention Institute training to teach staff de-escalation skills.

**Speaker(s):** Luis Dominguez, Probation Deputy Director

**Action Item(s):** Probation to provide the Commission with electronic or hard copies of all training manuals and available curriculum.

**7. Progress report regarding the Probation Department's response regarding Nidorf inspection conducted by Commissioner Levine.**

Item tabled for April 25, 2019 meeting.

**IV. NEW BUSINESS**

**8. Distribution of Probation Commission 2018 Annual Report**

The report was officially distributed to the Commission and the public. The Commission recommends providing new oversight group with seven top priority items

**Action Item(s):** Commissioner Gardner to provide reminder to Commission regarding suggested items to be addressed prior to meeting with replacement oversight group.

**9. Presentation and overview of the Community Health Intervention Team program funded by Soledad Enrichment Action by Program Coordinator Johnny Torres**

Johnny Torres, Art Mendoza, and support staff provided a presentation regarding a wide range of services provided or outsourced by Soledad Enrichment Action to underserved communities such as, vocational training, educational opportunities, substance abuse diversion, anger management courses, tattoo removal, mental health services, crisis response, court advocacy, relocation services, parenting programs, care packages for the homeless. The program was piloted from November 2018 – February 2019 and adopted through June of 2020.

**V. COMMISSIONER REPORTS AND UPDATES**

Commissioners Levine and Caster to provide a report regarding grievance process and statistics at April 25, 2019 meeting.

The Commission expressed concerns about the lack of documentation related to pepper spray grievances filed. Mr. Dominguez explained the use of force process and indicated that any action deemed inappropriate is referred to Internal Affairs and County Council for review. Any pending criminal investigation cannot be discussed.

The Commission also discussed sexual assaults and battery on female staff and the failure to report or act for fear on possible repercussions. The Commission referred to the high volume of staff on FMLA and the tone of the youth being in control. Deputy Director, Luis Dominguez, indicated that security and safety of staff is paramount and that the department is actively working with labor partners to find resolutions.

Commissioner Gardner reminded the Commission to provide formal reports addressing any inspection concerns.

**Speaker(s):** Luis Dominguez, Probation Deputy Director

**Action Item(s):** No action items requested.

**VI. BUSINESS CONTINUED FROM PREVIOUS MEETING**

**10. Continued discussion of goals for the year 2019.**

Not discussed.

**11. Receive and forward to the Probation Department for responses the following documents from Commissioner Herbon:**

**“Questions, Suggestions etc. for Probation HR”**

### **“Monthly/Quarterly Reports from Probation**

The Commission provided Luis Dominguez a written request for responses to listed questions.

**Action Item(s):** A request to Sheila Mitchell, Chief Deputy Director, to provide a date when answers will be responded to.

## **VII. GENERAL PUBLIC COMMENT**

- 12. Opportunity for members of the public to address the Commission on items of interest within the subject matter of the Commission. Three (3) minutes are allowed, per person, on each agenda and non-agenda item with a total of 15 minutes for public comments unless the Commission sets alternative limits or other allocations of time.**

Ms. Glory Yi, legal fellow, requested information regarding part four of the annual report pertaining to annual inspections. Ms. Yi was given instruction on where to obtain the information.

**Speaker(s):** Glory Yi, member of the public.

**Action Item(s):** No action items requested.

## **VIII. DISCUSSION REGARDING PROPOSED TOPICS FOR NEXT MEETING SCHEDULED FOR APRIL 25, 2019**

- 13.** Probation Department response to staffing issues at Camp Paige.
- 14.** Progress report regarding the Probation Department’s response regarding Nidorf inspection conducted by Commissioner
- 15.** Report back from the Probation Department regarding programming in camps and halls.
- 16.** Probation Department response to Los Padrinos Juvenile Hall inspection conducted by Commissioner Herbon on March 13, 2019

## **IX. ANNOUNCEMENTS**

- 17.** April 25 Probation Commission Meeting will be held at the Hall of Administration, Room 140 A

## **X. ADJOURNMENT**

The meeting was adjourned.