

**Juvenile Justice Coordinating Council (JJCC)  
Community Advisory Committee (CAC)  
Thursday, May 12, 2022, Meeting Minutes**

**DRAFT**

**Meeting:** Community Advisory Committee Meeting (CAC)

**Date/Time of Meeting:** Thursday, May 12, 2022, 2:00 pm to 3:30 pm

**Location of Meeting:** Virtual Meeting - WebEx

**Members Present: = 10:**

1. Adam Bettino, Chief Deputy, Probation Department, JJCC Chair
2. Josh Green, Non-Profit Community-Based Organization (CBO) Supervisorial Representative, District 3 (JJCC-CAC Chair)
3. Alexis Hernandez, Non-Profit Community-Based Organization (CBO) Supervisorial Representative, District 4
4. Kent Mendoza, At-Large Community Representative
5. Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider
6. Bikila Ochoa, Non-Profit Community-Based Organization (CBO) Supervisorial Representative, District 1
7. Dr. Denice Price, At-Large Community Representative
8. Diego H. Rodrigues, At-Large Community Representative
9. Patricia Soung, Non-Profit Community-Based Organization (CBO) Supervisorial Representative, District 2
10. Dr. Nicole Vienna, Non-Profit Community-Based Organization (CBO) Supervisorial Representative, District 5 **Audio Time Stamp: 04:41-06:10**

**Minutes Prepared By:** Sharon Hawkins, Probation Department

**I. Call to Order and Roll Call of JJCC-Voting Members**

**(JJCPA Administrative Note:** Prior to the Roll Call, JJCPA Administration provided information regarding the process to make a public comment. The audience was directed to the Notice and Agenda that included the process to provide public comments during the live virtual meeting. Additionally, recurring issues were covered to provide clarity and assist those wishing to make a public comment.) **Audio Time Stamp: 02:34-04:31**

**II. Welcome and Introductions**

Josh Green, Non-Profit CBO Supervisorial Representative District 3, welcomed everyone. As a reminder, he stated that the Community Advisory Committee was created to attempt to create an intentional pathway for community input to be considered by the Juvenile Justice Coordinating Council (JJCC). He stated the JJCC has a large number of agenda items, therefore the CAC is a pathway for input and

**Juvenile Justice Coordinating Council (JJCC)  
Community Advisory Committee (CAC)  
Thursday, May 12, 2022, Meeting Minutes**

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ideas from the community. He invited the two (2) new JJCC members, Alexis Hernandez, Non-Profit CBO Supervisorial Representative District 4, and Dr. Nicole Vienna, Non-Profit CBO Supervisorial Representative District 5, the opportunity to introduce themselves. **Audio Time Stamp: 06:10-07:15**

**JJCC-CAC Members Discussion:** Dr. Nicole Vienna, Non-Profit CBO Supervisorial Representative District 5, Alexis Hernandez, Non-Profit CBO Supervisorial Representative District 4 **Audio Time Stamp: 07:17-08:46, 08:56-09:28**

Josh Green, Non-Profit CBO, Supervisorial Representative District 3, upon conclusion of the two new member introduction, indicated they would move quickly through the agenda, as the focus of the meeting would be the presentation from the JJCC Consultant regarding the Governance and Procedure Ad-Hoc Subcommittee. He also indicated it would include an open-ended discussion and that submitting an email for public comments was the process to be able to make public comments. **Audio Time Stamp: 08:47-08:56,09:31- 10:57**

**III. Approval of Meeting Minutes**

- a. Approval of the JJCC-CAC Draft Meeting Minutes, November 16, 2021

Attachment: Handout: JJCC-CAC Draft Meeting Minutes (11-16-21) – JJCC CAC Meeting - (on Agenda of 5-12-22)

**Motion to approve the Minutes made by Dr. Nicole Vienna, Non-Profit CBO Supervisorial Representative District 5, 2<sup>nd</sup> by Patricia Soung, Non-Profit CBO Supervisorial Representative District 2** **Audio Time Stamp: 11:12-11:18**

**JJCC-CAC Member Discussion:** None

**Public Comments:** None

**Ayes:** Josh Green, Non-Profit CBO Supervisorial Representative District 3, Bikila Ochoa, Non-Profit CBO Supervisorial Representative District 1, Patricia Soung, Non-Profit CBO Supervisorial Representative District 2, Alexis Hernandez, Non-Profit CBO Supervisorial Representative District 4, Dr. Nicole Vienna, Non-Profit CBO Supervisorial Representative District 5, Dr. Denice Price, At-Large Community Representative, Diego Rodrigues, At-Large Community Representative, Kent Mendoza At-Large Community Representative

**No:** None

**Abstentions:** None

**Juvenile Justice Coordinating Council (JJCC)  
Community Advisory Committee (CAC)  
Thursday, May 12, 2022, Meeting Minutes**

**DRAFT**

**Motion Passed Audio Time Stamp: 11:19-14:16**

**IV. Unfinished Business**

There being no unfinished business to address, Josh Green, Non-Profit CBO Supervisorial Representative District 3, announced the next agenda item. Audio Time Stamp: 14:18-14:27

**V. New Business**

- a. JJCC-Governance and Procedure Ad-Hoc Subcommittee's JJCC Consultant (Health Management Associates) Presentation/Discussion

Josh Green, Non-Profit CBO Supervisorial Representative District 3, introduced the agenda item. He stated there was an identified need to clarify the governance infrastructure and procedural questions regarding different areas. Additionally, he included a question about how to incorporate community voice in a meaningful way. By acknowledging the importance of the Brown Act parameters and to think of creative ways to work within the Brown Act rules. He stated it was an opportunity to hear from JJCC Consultants (Health Management Consultants). At the conclusion of the agenda item, he suggested allowing attendees who raise a virtual hand be allowed to make a comment without following the process to submit their request to make a public comment. He thanked the JJCC Consultant for their presentation and stated that he hoped relevant information was obtained. Audio Time Stamp: 14:27-16:01 28:00-29:18, 29:37-29:43, 30:03-30:14, 32:31-33:32, 38:09-39:31, 40:02-40:34, 43:41-43:49, 52:43-55:12, 1:00:20-1:00:46, 1:04:43-1:05:09, 1:07:46-1:09:03, 1:10:11-1:11:11, 1:11:27-1:11:48, 1:15:42-1:15:48, 1:16:30-1:16:38,

Carol Clancy, Health Management Associates (HMA), introduced herself and stated that Health Management Associates is a healthcare consulting organization, and that their team is based in California. Audio Time Stamp: 16:02-17:53, 18:10-19:27

Karen Hill, HMA, introduced herself and provided a brief background. Audio Time Stamp: 17:54-18:09, 47:40-48:23

Michele Melden, HMA, introduced herself and provided a brief background. Audio Time Stamp: 19:44-20:08, 51:41-52:35

Carol Clancy, HMA, provided an introduction for Holly McCravey who was not present for the meeting. She began their presentation and provided a PowerPoint that was shown on screen during the meeting. She provided an

**Juvenile Justice Coordinating Council (JJCC)  
Community Advisory Committee (CAC)  
Thursday, May 12, 2022, Meeting Minutes**

**DRAFT**

overview by stating HMA was tasked with reviewing four (4) different areas that included: 1: Strategic/Operational Framework, with the task to review the Bylaws to identify gaps and make recommendations and to also review and make recommendations on the JJCC process of CMJJP Development; 2: Ethical Practice Standards including identification of possible Conflicts of Interest, and JJCC members understanding of Conflict of Interest - additionally, to review Code of Conduct and Ethical Practice Standards; 3. Risk Management Assessments included a review of the process of the prioritizations on JJCPA funding and ; 4. Accountability Framework included a review or assistance in the development of clear goals and objectives for the JJCC - additionally, to review performances metrics and outcomes and to review accountability. She indicated they have developed Process Improvement Focus Areas that included Scope of Work, Timing Issues, Process Issues and Norms and Resources. Regarding Scope of Work, they reviewed the relationship of the Subcommittees scope of work and the flow of information between the Subcommittees and the JJCC. They reviewed to determine if there were any redundancies or overlap of work. They also reviewed the process of information dissemination from the Subcommittees to the JJCC. Regarding Timing Issues, they included mapping of deadlines, having items placed on agendas and practices to ensure members have time to consult with constituencies. Regarding Process Issues and Norms, they reviewed next steps for each meeting, tracking decisions, reviewing the agenda templates and what the relationship is that exists between JJCC members and County Counsel. Additionally, when a question arises for County Counsel, how are those responses answered in a timely manner in a way that people can understand the feedback. She summed up by stating they had enjoyed the interviewers and found there are a lot of viewpoints. It is their goal to make recommendations to ensure viewpoints are heard and at the same time, to be able to follow the legislation of the JJCC. She asked her teammates whether they had anything to add. She moved on to indicate that they had five (5) questions for the JJCC-CAC members. She moved to the first question (shown on screen during the meeting). 1: What are your suggestions to make JJCC-CAC meetings more of an effective vehicle for public input? She stated that they were interested in feedback on ideas regarding how to make the JJCC-CAC more effective to have more voices heard. **Audio Time Stamp: 20:11-27:58, 31:34-31:57, 32:25-32:28, 36:55-37:46, 39:32-40:01, 40:35-41:39, 41:52-42:05, 42:51-43:40, 45:12-45:32, 45:56-46:26, 47:15-47:32, 48:24-50:13, 50:38-51:40, 57:27-58:32, 1:00:47-1:01:15, 1:03:04-1:04:37, 1:07:11-1:07:45, 1:11:12-1:11:23, 1:14:28-1:14:55**

**JJCC-CAC Member Discussion:** Bikila Ochoa, Non-Profit Community-Based Organization CBO Supervisorial Representative, District 1, Bikila Ochoa, Non-Profit CBO Supervisorial Representative, District 1, Bikila Ochoa, Non-Profit CBO Supervisorial Representative, District 1, Patricia Soung, CBO

**Juvenile Justice Coordinating Council (JJCC)  
Community Advisory Committee (CAC)  
Thursday, May 12, 2022, Meeting Minutes**

**DRAFT**

Supervisory Representative, District 2, Patricia Soung, CBO Supervisory Representative, District 2, Bikila Ochoa, Non-Profit Community-Based Organization CBO Supervisory Representative, District 1, Bikila Ochoa, Non-Profit CBO Supervisory Representative, District 1, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider Patricia Soung, CBO Supervisory Representative, District 2, Patricia Soung, CBO Supervisory Representative, District 2, Adam Bettino, Chief Deputy, Probation, Kent Mendoza, At-Large Community Representative, Patricia Soung, CBO Supervisory Representative, District 2, Adam Bettino, Chief Deputy, Probation, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, Juan Navarro, Non-Profit Community-Based Drug and Alcohol Provider, *Audio Time Stamp: 30:25-31:31, 31:58-32:25, 32:29-32:30, 33:34-36:54, 37:47-38:06, 41:40-41:45, 42:06-42:50, 43:50-45:11,45:33-45:55, 46:27-47:14, 47:33-47:39, 50:14-50:37,55:13-57:26, 58:33-1:00:17, 1:01:16-1:03:03,1:05:10-1:07:10, 1:09:03-1:09:41, 1:09:42-1:10:10, 1:11:51-1:14:27, 1:14:56-1:15:37*

**(JJCPA Administrative Note:** Sharon Hawkins, Probation, clarified information regarding public comments. She stated that everyone has the opportunity to submit both live and written public comments, as JJCC-CAC Chair Josh Green mentioned. Written public comments are sent to the seated members during the meeting, and the written public comments are posted on the JJCC website after the meeting. She informed the Chair that they had two (2) public comments.) *Audio Time Stamp: 1:30:25-31:31*

**Public Comment:** Mark Kemp, Nicole Brown, Natasha, No last name *Audio Time Stamp: 1:17:01-1:17:52, 1:18:25-1:20:27, 1:23:57-1:25:58*

**IV. Other Matters/Public Comment**

Josh Green, Non-Profit CBO, Supervisory Representative, District 3, moved to the agenda item and upon being informed there were no public comments, he adjourned the meeting.

**Public Comment:** None

**V. Adjournment – Meeting Adjourned at 3:30 P.M.**