

**Hon. Susan Etezadi**  
Presiding Juvenile  
Court Judge, Superior  
Court

**Sup. David Canepa**  
Board of Supervisors,  
District 5

**Judith Holiber**  
Deputy County Counsel

**Commissioners**

**Monroe Labouisse**  
Chair

**Wesley Liu**  
Co-Vice Chair,  
Administration

**Ameya Nori**  
Co-Vice Chair,  
Administration

**Karin Huber-Levy**  
Vice Chair, Membership

**Paul Bocanegra**

**Allen Bustos**

**Sathvik Nori**

**Johanna Rasmussen**

**Susan Swope**

**Appollonia Uhila**

**Melissa Wilson**



Juvenile Justice and Delinquency Prevention Commission  
January 31, 2023  
5:15pm – 7:15pm

Location and Public participation instructions attached

**AGENDA**

*Public comment will be accommodated under Item II for items not on the agenda. The Commission requests that members of the public, who wish to comment on items on the agenda, submit a request to the Chair prior to the start of the meeting so that they may be recognized at the appropriate time.*

**I. Preliminary Business**

- a. Call to Order
- b. Roll Call and Establish Quorum
- c. Agenda Review and Approval
- d. Approval of Minutes from December 2022 Meeting
- e. Reappointment of Commissioners Bustos and Rasmussen

**II. Oral Communications**

*This item provides an opportunity for public comment on items not on the agenda (Time limit – two (2) minutes per person). There will be opportunity for public comment on agenda items as they are considered.*

**III. Updates from System Partners**

- a. Private Defender (Rayes)
- b. Probation (Stauffer, Clark)

**IV. 2023 Annual Meeting**

- a. Consideration and Adoption of Operating Policies
- b. Review of 2022 Annual Report
- c. Consideration of Vision and Projects for 2023

**V. Previous Business / Updates**

- a. 2022 Inspections
- b. Membership
- c. Advocacy with SamTrans
- d. Peer Point
- e. Social Media

**VI. New Business / Announcements**

- a. InPlay Endorsement (Huber-Levy)
- b. Visits to Juvenile Hall and Court (Rasmussen)
- c. Other Commissioner Announcements

## **JJDPC Meeting, January 31, 2023 Public Participation Instructions**

In 2023, the Juvenile Justice and Delinquency Commission's meetings are returning to being held in person, but will also continue to be accessible to the public by videoconference.

### **Join In Person**

Location:

The College of San Mateo  
1700 W. Hillsdale Boulevard, San Mateo, CA 94402  
College Heights Conference Room  
Building 10, 4th Floor, Room 468  
[Campus map](#)

Free parking is available in front of and across the street from the entrance to Building 10.

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/87675189281?pwd=aUJCdXNPVDNYRVcydkFZd1hnUXhtUT09>

In order to identify themselves, we prefer that participants use a device with video and activate the camera vs. calling in only on audio. However, you may call in via phone only. See instructions below.

One tap mobile +16699006833,,87675189281#,,,,\*105728#

Dial-in +1 669 900 6833  
Meeting ID: 876 7518 9281  
Passcode: 105728

**Next Meeting: Tuesday, February 28, 2023, 5:15 – 7:15 p.m.  
In Person Location: Same as above**

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. INDIVIDUALS WHO NEED SPECIAL ASSISTANCE OR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR WHO HAVE A DISABILITY AND WISH TO REQUEST AN ALTERNATIVE FORMAT FOR THE AGENDA, MEETING NOTICE, AGENDA PACKET OR OTHER WRITINGS THAT MAY BE DISTRIBUTED AT THE MEETING, SHOULD CONTACT SECRETARY ADRIANA CASTANEDA AT (650) 312-8876 AT LEAST 72 HOURS BEFORE THE MEETING AS NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE COUNTY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING AND THE MATERIALS RELATED TO IT. ATTENDEES TO THIS MEETING ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL BASED PRODUCTS.

If you wish to speak to the Commission, please send an email to [sanmateojdpc@gmail.com](mailto:sanmateojdpc@gmail.com) before the meeting. If you have anything that you wish distributed to the Commission and included in the official record, please attach it to the email.



COUNTY OF SAN MATEO

Juvenile Justice and Delinquency Prevention Commission

222 Paul Scannell Drive • San Mateo, CA 94402

**Minutes of the Juvenile Justice & Delinquency Prevention Commission**

**December 13, 2022 | 5:30-7:15 pm**

**Remote Meeting**

**MINUTES**

**Commissioners Present:** Monroe Labouisse, Chair; Karin Huber-Levy, Vice Chair Administration & Membership; Paul Bocanegra; Allen Bustos; Rebecca Flores; Wesley Liu; Ameya Nori; Sathvik Nori; Johanna Rasmussen; Susan Swope; Melissa Wilson.

**Commissioners Absent:** Appollonia “Dee” Uhila.

**Additional Attendees:**

Jehan Clark – Probation

Chris Woo – Skyline College, Project Change

Ashley Dwarshuis – The Art of Yoga Project

Kate Hiester – FLY

Michelle Irachata – Redwood City Pulse

Nancy Goodban – Fixin’ San Mateo County

Jim Lawrence – Fixin’ San Mateo County

Angel Garcia, Regional Specialist, OYCR

Nadia Hahn – District Attorney’s Office

Aurora Pena – Behavioral Health & Recovery  
Services

Chelsea Bonini – Liaison- SMC Commission on  
Disabilities; Trustee, SMC Board of Education

Zahara Agarwal – SMC Youth Commission Liaison

**Community Members:** Rebecca Kieler, Annie Tate; Clara Jaekel, Pat Willard, Carina Merrick; Steve Heryford, Beth von Emster, David Vallerga, Diana Otterby, Ron Susek, Ever Rodriguez, Debra Leschyn, Ali Picos.

**I. Administrative Business**

- a. **Call to Order:** Chair Labouisse called the meeting to order at 5:30 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:31 p.m.
- c. **Action to Adopt Resolution:** Meeting Location Change - Brown Act Compliance (AB361). It was noted by the Chair that the Commission must return to in person meetings by March 2023, in accordance with state law. The Commission intends to meet in person in January 2023.

**MOTION: Swope /SECOND: Lui**

**AYES (VOICE VOTE): All present**

**NOES: none ABSTAIN: none**

**MOTION PASSED.**

- d. **Action to Set Agenda for December 13, 2022,** with amendment to permit the Education Review and Evaluation Report to be presented first as Item III.a. and the YSC Inspection Report to be presented as Item III.b.:

**MOTION: Nori/SECOND: Wilson**

**AYES (ROLL CALL VOTE): All present**

**NOES: none ABSTAIN: none**

**MOTION PASSED.**

- e. **Action for Approval of November 29, 2022 Minutes:** Chair Labouisse invited a motion to adopt the November 29, 2022 minutes as circulated prior to this meeting.

**MOTION: Swope /SECOND: Wilson**

**AYES (VOICE VOTE): All present**

**NOES: none ABSTAIN: none**

**MOTION PASSED.**



COUNTY OF SAN MATEO  
Juvenile Justice and Delinquency Prevention Commission  
222 Paul Scannell Drive • San Mateo, CA 94402

**II. Oral Communications (Public Comment):** Angel Garcia, Regional Specialist with the Office of Youth and Community Restoration (OYCR) thanked the Commission for the invitation to join this meeting and noted she had visited the YSC earlier this month and was looking forward to the discussion of recommendations in the inspection report.

Pat Willard, community member, commented that he was in support of the recommendation in the YSC Inspection report that persons at the YSC always have access to appropriate toiletries and access to showers.

**III. Inspection Reports & Presentations:**

**a. Juvenile Facility Education Program Review & Evaluation – Hillcrest School, Camp Kemp** (Rasmussen, S. Nori): The report on the annual education program review and evaluation of Hillcrest School and Camp Kemp was presented to the meeting; a copy of the review and evaluation report was circulated prior to this meeting in the agenda packet and the presentation slides summarizing JJDPC comments and recommendations are attached to these minutes. Commissioner Rasmussen noted that they have requested data on student performance (MAPs), and this will be provided as an addendum to the report when it is received.

Commissioner Swope requested that the report reflect that these Court and Community Schools have received WASC accreditation at the highest level, and course credits from the schools are recognized by 4 year colleges. Commissioner Huber-Levy noted that the Youth Bill of Rights (AB 2417, which was signed into law this fall), requires that youth in detention have access to post-secondary education and training.

**Oral Communications (Public Comment):** Becca Kieler, community member from Redwood City, urged the adoption of the recommendations in the education review report as soon as possible.

Nancy Goodban, community member from Redwood City and representing Fixin’ San Mateo County, commented that it is so important that youth in detention have opportunities for high quality education to prepare them to live successful lives upon their return to their home schools and community.

Ms Garcia noted that OCYR are mentioned in the Youth Bill of Rights, and although OCYR are not an oversight body they can highlight best and promising practices for education and training (Bill does not specify which courses must be implemented or how). Also, there is new funding available through the Rising Scholars Network (overseen by Chancellor’s office), so should inquire as to whether local community colleges intend to apply for funding (\$15M of the \$25M fund is designated for justice involved youth; RFP for funding will be out in January 2023). This funding is meant to incentivize collaboration to overcome obstacles to providing more CTE and post-secondary education opportunities.

Chair Labouisse invited a motion to approve the Education Program Review & Evaluation report as written by the inspection team and amended to include the comments from Commissioners noted above:

**MOTION: Swope**  
**AYES (ROLL CALL): All present**  
**NOES: none ABSTAIN: none**  
**MOTION PASSED.**

**b. Youth Services Center** (Rasmussen, Bocanegra, S. Nori): The report on the annual inspection of the Youth Services Center was presented to the meeting; a copy of the inspection report was circulated in advance with the agenda packet.



COUNTY OF SAN MATEO  
Juvenile Justice and Delinquency Prevention Commission  
222 Paul Scannell Drive • San Mateo, CA 94402

Commissioner Swope suggested an additional recommendation to conduct intake interviews in private. Commissioner Wilson requested that the JJDPC receive a report out on serious incidents at YSC, such as incidents relating to violence and suicide, as provided for in the MOU with Probation.

Recognizing the time, Chair Labouisse made a motion to extend the meeting by 15 minutes to allow sufficient time to complete the business of this meeting.

**MOTION: Labouisse /SECOND: Wilson**  
**AYES (VOICE VOTE): All present**  
**NOES: none ABSTAIN: none**  
**MOTION PASSED.**

Chair Labouisse noted a comment from a Camp Kemp resident that the water from taps in cells at YSC is not good, and suggested a recommendation to provide access to water bottles or water cooler for YSC residents, and perhaps a follow up for building maintenance.

**Oral Communications (Public Comment):** Kate Hiester, FLY, commented on the experiences of two young men, former residents of YSC from 1 year and 10 years ago, who shared that the time they spent in quarantine during the first days where they were unable to leave their cells or connect with others were the most difficult times for them and noted that we need to be mindful of the severe impact of isolation which should be minimized as much as possible. Also, a young woman who had spent time at YSC shared that there was not an appropriate range of feminine hygiene products available.

Clara Jaeckel, community member from Redwood City, commented that preventing recidivism is about strengthening the ties between youth and their community and helping them see a place for themselves within it, including strengthening their sense of dignity and self-worth and the understanding that they matter to the community so they don't feel disengaged and disenfranchised. She noted that some of the recommendations, such as culturally appropriate toiletries, food that is appetizing, and a dedicated mental health room with privacy for therapy sessions, should not be treated as luxuries or special privileges. In addition, youth should be connected with realistic opportunities to support themselves and thrive. These things are not special favors to grant, or take away, but are basic and necessary provisions to enable youth to be healthy members of the community.

Chair Labouisse invited a motion to approve the YSC annual inspection report, amended to reflect the further recommendations referred to above, but otherwise as written by the YSC inspection team and attached to the agenda packet:

**MOTION: Wilson**  
**AYES (ROLL CALL): All present**  
**NOES: none ABSTAIN: none**  
**MOTION PASSED.**



COUNTY OF SAN MATEO  
Juvenile Justice and Delinquency Prevention Commission  
222 Paul Scannell Drive • San Mateo, CA 94402

**b. Summary of Report Recommendations for Reimagine Juvenile Hall Committee (Labouisse):**

The Reimagine Juvenile Hall Committee has invited the JJRPC to submit ideas for improvements to the YSC for which the \$1.5M in funding allocated to SMC by the State may be used. Chair Labouisse moved that the Commission authorize himself and Commissioners Rasmussen and Bocanegra to prepare a summary of recommendations taken from all of the 2022 inspection reports, to submit to the Reimagine Juvenile Hall Committee.

**MOTION: Labouisse/SECOND: Bocanegra**

**AYES (VOICE VOTE): All present**

**NOES: none ABSTAIN: none**

**MOTION PASSED.**

Meeting adjourned at 7:15 pm.

**Next Meeting: Tuesday, January 31, 2023**





# Hillcrest & Camp Kemp

2022 Educational Evaluation & Inspection

# We Learned

- Student progress is tracked after release.
- School can offer vocations.
- Critical need to create accredited college degree and certification programs (AA/AS and BA/BS).
- Student Financial Aid–FAFSA & San Mateo Credit Union accounts
- Budget includes funding to purchase books to expand library.





# Recommendations

## San Mateo County Office of Education

### San Mateo County Office of Education

- Ensure youth receive timely IEP assessments, evaluations and updates.
- Create Vocational & Career Technical Education–CTE programs for students.
- Implement accredited AA/AS and BA/BS college degree programs.
- Provide comprehensive post-secondary counseling to graduating students.
- Provide additional support to students transitioning back to their home-schools.
- Provide student testing and Post Release Re-Enrollment data to the commission quarterly.
- Continue to have a focus on encouraging students to pursue college.

# Probation Recommendations

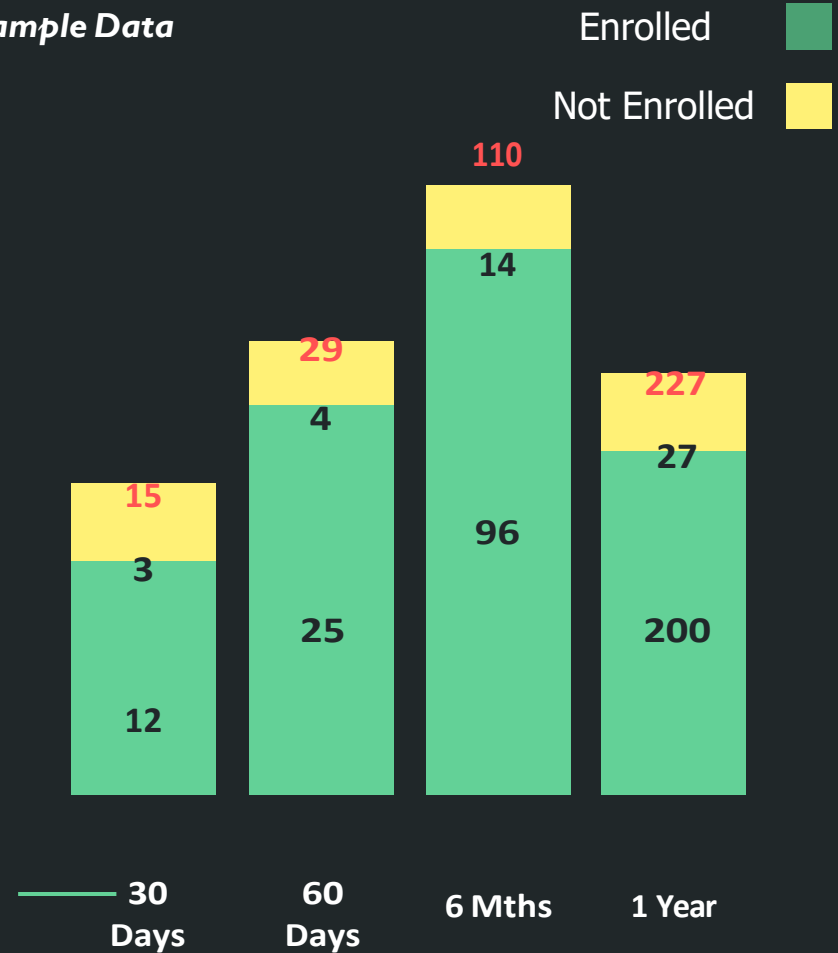
- Implement Vocational & Career Technical Education–CTE programs for students.
- Work with SMCOE to implement accredited college degree programs (AA/AS & BA/BS)
- Require youth to be educated beyond high school or the passage of the GED or HiSET exam.
- Provide additional support to students transitioning back to their home schools.
- Provide additional post-secondary counseling services for graduating students.
- Continue to streamline COVID Protocols so youth are able to engage in school as soon as possible
- Increased Field Trip opportunities for Camp Kemp
- Offer virtual field trip opportunities for Hillcrest students.
- Allow students to use Chromebooks in their cells and in the housing unit.
- Continue to focus on encouraging students to pursue college.
- Track SMCOE post release school re-enrollment data to help the probation officers and staff:
  - Identify potential shortfalls in the current systems.
  - Identify the barriers and obstacles to educational success.
  - Improve student outcomes
  - Increase public safety

# Data

## Student Outcomes

The Commission has requested Student Outcome data for the students released from facility during this inspection period. Once received, this data will be included as an addendum to this report.

Sample Data



# Commendations

The Commission would like to recognize:

Mr. John Bordagaray a Teacher at Hillcrest School.

Mr. Bordagaray has been teaching children at Hillcrest for over 20 years. His dedication and commitment to educating our most vulnerable populations are exceptional and made a significant difference in the lives of countless children and families in San Mateo County.

and

Shelly Johnson, Principal, and Laureen Sneed, School Counselor and Foster Youth Services Coordinator, for their efforts to expand educational programming and opportunities for youth.



# Questions and Discussion







**Youth  
Services  
Center  
2022**

# Statistical Data

## August 2021 - August 2022

- 192 Bookings
- 187 Releases
- Average Daily Population: 17 Males and 1 Female
- Average Length of Stay: 30 Days
- Median Length of Stay: 4 Days
- Out of County Youth: 45 or 18.23% of bookings.
- Average Age: 17
- Race: 99% Youth of Color
- City of Residence: Redwood City, San Mateo, \*East Palo Alto, and \*San Bruno.

\*cities had the same number of bookings.

# 2021 Recommendations Implemented

## **Mattresses**

Youth are now allowed to “double-up” mattresses to help decrease the number of medical complaints re: back pain and insomnia.

## **Reduce Sensory Deprivation in Cells**

Youth are now allowed to hang personal photographs and artwork (i.e. paper drawings, origami) in their cells. While there was some staff confusion and outdated signage on the intake unit regarding what is allowed on the cell walls, the majority of staff understood the new policy.

## **Pillows**

All youth at this facility now receive pillows.

## **Cups**

Youths are now allowed to have a paper cup inside their cell to use to drink from their sinks when locked in their cells.

## **Institutional Forms**

Forms now include pronouns and self-identifying gender information.

# 2022 Recommendations

## **Locked Confinement**

Reducing the amount of time youths spend in locked confinement.

Reduce sensory deprivation in cells by providing all youth with books, puzzles, and Chromebook (schoolwork), inside of the cells regardless of behavioral status or level. This is especially crucial for youth who spend 23.5 hours a day in their cells during their intake and quarantine phase.

Increase programming and activities on weekends to reduce the amount of time youths are locked inside of their cells on weekends.

## **Individual Cells**

Install individual storage units in each cell using funds from the “Re-Imaging Juvenile Hall” project. Providing individual personal storage units will be especially critical for our long-term and Secure Track youth.

## **Electronic Monitoring Program - EMP**

Out of County Youth- Explore opportunities to enter into a reciprocal contract agreement for EMP services with our four surrounding counties: San Francisco, Santa Clara, Alameda, and Contra Costa. This will allow youth whose families cannot afford to pay the EMP fees to be released from our Juvenile Hall. The average EMP costs for an out-of-county-youth range between \$50-100 per day.

# 2022 Recommendations

## **Staffing Levels**

Immediately fill at least 6 of the 54 current vacant positions to ensure the therapeutic needs of youth, specifically in the Secure Track Program, are consistently met.

Shift Schedules: Return to pre-COVID-19 4/10 shifts to improve communication, youth case management, and to meet the operational needs of the facility. Returning to the 4-10 hour day work week will also significantly increase employee morale.

## **Additional Staff Training**

The Commission recommends staff undergo additional training ACE's Assessment, Mental Health, Trauma and Abuse

## **Communications**

Housing Unit Staff would like bi-weekly meetings with service providers to discuss each youth's treatment needs and progress. Participants would include members from BHRS, Education, and Unit Staff.

## **Outcomes: Metrics & Data**

Capture data that can be used to measure the overall effectiveness of specific programming, treatment, and services being provided.

## **Notifications to the Commission**

The commission requests Probation include policy, procedures, programming, and/or service changes be included in their report out at monthly commission meetings.



# 2022 Recommendations

## COVID-19

Quarantine: The commission requests Behavioral Health & Recovery Services check in with youth twice daily during this detention phase.

## Intake and Admissions

Implement ACE's Assessments as part of the intake process for every youth entering the facility.

## Programming and Services

- Implement the 9 core treatment programs recently outlined by the Commission.
- Increase the amount of Large Muscle Activity whenever possible.
- Change dinner time to 5:00 pm to help alleviate nighttime hunger at bedtime.
- Extend the programming day to end at 9:30 pm. This will be especially helpful during Daylight Savings Time when it is still light outside.

## Court Orders

Electronic Records - Streamline the data entry process for court orders to ensure all staff have immediate access to vital updated information for every youth.

## Documentation

- Probation place a copy of the annual facility and educational inspection reports on each housing unit so youths have the access and opportunity to read them.
- Provide parents with a copy of their child's court reports and court-ordered evaluations.
- Provide all information and forms in English and Spanish.

## Policy & Procedures

The Commission urges the facility to exclude all hygiene products from the current behavioral Step System. We do not believe a youth's ability to use the proper hygiene products constitutes a medical exception, luxury, or reward.

# 2022 Recommendations

## Correctional Health

- Create an Electronic Medical Records System.
- Ensure every youth can receive a non-urgent eye exam within 14 days from the date of their request.
- Secure an optical services provider capable of producing eyeglasses and dispensing optical goods within 30 days of receiving a prescription.
- Increase Dental Services at the facility to two days per month as soon as possible.
- Procure an on-call emergency dentist available to respond to \*dental emergencies within 4 hours, within 30 days. A dental emergency includes pain, infection, lost or broken tooth, and any additional condition(s) deemed urgent by Correctional Health or Probation staff.

## Meals and Nutrition

The new food services program has caused a considerable amount of distress among the youth. The number of complaints, medical visits, and staff time spent on this issue is significant. The Commission continues to urge the facility to return to the original in-house food service program. Renewing the current food services contract with the San Mateo County Sheriff's Department is strongly discouraged.

## **Behavioral Health**– Dedicated Mental Health Space/Therapeutic Counseling Rooms.

The Commission recognizes the immediate need for a dedicated mental health space within the facility. We urge the facility to identify a space where trauma-informed counseling rooms can be therapeutically designed, equipped, and utilized by BHRS staff and clinicians.

# 2022 Recommendations

## Facility Repairs & Maintenance

### Outdoor

- Basketball Hoop: Replace netting
- Soccer Goal The frame has significant rust. The frame need sanding and repainting. The netting is missing/damaged and needs to be replaced.

### Outdoor Recreation Area

- Adding two picnic tables to the outdoor recreation space. Funding for the picnic tables should be made available through the “Re-Imagining Juvenile Hall” project. The picnic tables will provide a multitude of new ways to utilize the space, i.e., meals, projects, and provide much needed outdoor seating.

### Indoor

Furnishings: The current furnishings are made of metal and hard plastics. The commission recommends replacing the furnishings on each housing with institutional furniture that is more "home-like" and therapeutically appropriate. State Realignment funds and "Re-Imaging Juvenile Hall" funds should be utilized.

Programming Rooms: Making over the programming room on each housing as part of the "Reimagining Juvenile Hall Program." The makeover should include new carpet, paint, furnishings, equipment, shelving, and additional lighting.

Showers: The water temperature needs to be increased to allow for hot water in Admissions and a shower on Forrest 3. All showers need professional power washing.

Carpets: The carpets near the entrance of Forrest 3 are damaged beyond repair and need replacement.

Paint: The Administration building's main hallway and the cement pillar on the Pine 4 housing unit hallway need repainting.

# Commendations



## Probation Staff

Officers Owens, Acio, Whitley,  
Gonzales, and ISM Galera

For consistently going above and beyond in to build and maintain positive relationships with our youth, serving as mentors and role models, and for assisting them in achieving their therapeutic and long term-goals.

We are grateful for their dedicated service.

---

# COUNTY OF SAN MATEO

## JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION

### OPERATING POLICIES

*REVISED MARCH 23, 2022*

---





## TABLE OF CONTENTS

ARTICLE I – PURPOSE AND AUTHORITY.....	3
ARTICLE II – MEMBERSHIP AND TERM OF OFFICE .....	3
ARTICLE III – DUTIES.....	4
ARTICLE IV – OFFICERS.....	5
ARTICLE V – SUBCOMMITTEES.....	6
ARTICLE VI – ORGANIZATION PROCEDURES.....	6

# OPERATING POLICIES OF THE JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION

## ARTICLE I - PURPOSE AND AUTHORITY

- A. The Commission shall be known as the San Mateo County Juvenile Justice and Delinquency Prevention Commission.
- B. The legal authorization for the establishment and operation of the Juvenile Justice Commission of San Mateo County, California is set forth in California Welfare and Institutions Code, Sections 225 through 231. The legal authorization for the establishment and operation of the Delinquency Prevention Commission of San Mateo County, California is set forth in California Welfare and Institutions Code, Sections 232 through 236. These policies are intended to supplement the governing provisions of State Law and aid the Commission in more effectively discharging its statutory duties and responsibilities. If one part of these policies is found to be invalid because it conflicts with State Law, no other part of these policies shall be affected by such finding of invalidity.
- C. It is the mission of the San Mateo County Juvenile Justice & Delinquency Prevention Commission to be a public conscience in the best interest of young people. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system, and that provide the tools young people need to thrive and succeed in life. The Commission promotes respect for the human dignity of all young people who do enter the juvenile justice system, and seeks to preserve their youth.

## ARTICLE II - MEMBERSHIP AND TERM OF OFFICE

- A. Members. By law, the Commission shall consist “of not less than seven (7) and no more than fifteen (15) citizens. Two or more members shall be persons who are between 14 and 21 years of age, provided there are available persons between 14 and 21 years of age able to carry out the duties of a Commission member in a manner satisfactory to the appointing authority.” (W&I Code Section 225)
- B. Appointments. When a vacancy occurs due to the expiration of a member’s term of appointment, the Presiding Judge of the Superior Court, with the concurrence of the Presiding Judge of the Juvenile Court, shall appoint a successor for a term of four (4) years to the Juvenile Justice Commission. Newly appointed members are notified by the Court prior to the next Commission meeting and are administered the oath of office by the Presiding Judge of the Juvenile Court or their designee.
- C. Commission Responsibility. It is the responsibility of the Commission Chair(s) to keep the Presiding Judge of the Juvenile Court and the Board of Supervisors apprised of membership status. In the event of a vacancy the Vice Chair-Membership of the Commission shall recruit, screen, and recommend candidates for appointment to the Commission, which will then

forward approved recommendations to the Presiding Judge of the Juvenile Court.

- D. Vacancy. “When a vacancy occurs for any reason other than the expiration of a term of office, the appointee to fill such vacancy shall hold office for the unexpired term of his or her predecessor.” (W&I Code Section 225)
- E. Leave of Absence. A leave of a definite period of time may be granted a Commissioner by the membership, taking into account current membership and number of leaves of absence in effect when the leave is requested.
- F. Resignation. A member unable or unwilling to continue active service should submit a written resignation to the Commission Chair(s).
- G. Regular Attendance. If a member is unable to attend a regular Commission meeting, the member shall notify the Commission’s Chair(s) or Vice Chair-Administration with 24 hours notice when possible. Failure to provide adequate notice prior to missing a regular Commission meeting shall be an unexcused absence.

Any Commissioner who accumulates three unexcused absences from regular Commission meetings during the Calendar Year shall be considered by the Commission as having resigned from the Commission. This information will then be forwarded to the Presiding Judge of the Juvenile Court for subsequent ratification.

All Commissioners are expected to participate as needed by the Commission in the Commission’s legally mandated annual inspections, and are also encouraged to participate in standing committees, ad-hoc committees and/or hearings.

If a Commissioner commits to participating and is unable to attend a standing committee or ad-hoc committee meeting, an inspection, or a hearing, they should give adequate notice to the member in charge. Failure to provide such adequate notice consistently may also be grounds for recommending that Commissioner’s removal from the Commission, at the reasonable discretion of the Chair(s).

- H. Commissioners in Good Standing. A Commissioner in good standing is one who has been administered the oath of office, exhibits the responsible conduct, courtesies and decorum expected of Commissioners as outlined in the San Mateo County Boards and Commissions Handbook, has not accumulated three unexcused absences from regular Commission meetings during the Calendar Year, and has participated in legally mandated inspections, unless excused by the Chair(s).

Any Commissioner who is not in good standing may reasonably be recommended by the Chair(s) for removal from the Commission and such recommendation must be voted on and approved by the whole Commission before being forwarded to the Presiding Judge of the Juvenile Court for subsequent ratification.

## ARTICLE III - DUTIES

- A. It is the duty of the Commission to inquire into the administration of justice in a broad sense, including, but not limited to, operation of the Juvenile Court, Probation Department, Human Services Agency, and Law Enforcement.
  - 1. For this purpose, the Commission shall have access to all publicly administered institutions authorized or whose use is authorized by Chapter 2 of the Welfare and Institutions Code (W&I Code Section 229)
- B. The Commission shall annually inspect institutions, any jail or other secure custody facility within the county which may be used for confinement of any minor; also, institutions operated for dependent children of the Court. It shall report the results of such inspection, together with its recommendations based thereon, in writing, to the Juvenile Court Judge, the Chief Probation Officer, and the Corrections Standards Authority.
- C. The Commission may hold hearings to gain information beyond the inspection of institutions and utilize, with the concurrence of the Judge, the subpoena power of the Juvenile Court requiring attendance and testimony of witnesses and production of papers.
- D. Juvenile justice policy matters are a concern of the Commission. Recommendations will be made to the Juvenile Court and/or any other responsible policy-making body, as appropriate.
- E. The Commission is actively concerned with the provision of appropriate and adequate services and facilities by city, county, and state governments.
- F. The Commission, as the Delinquency Prevention Commission, may make inquiries into the status of youth service programs, public and private.
- G. Delinquency prevention policy matters are a concern of the Commission. Recommendation will be made to the Board of Supervisors and/or any other responsible policy-making body, as appropriate.

## ARTICLE IV - OFFICERS

The officers of the Juvenile Justice/Delinquency Prevention Commission of San Mateo County shall be: Chair(s), Vice Chair-Membership, and Vice Chair-Administration. The San Mateo County Chief Probation Officer shall provide administrative staff and clerical support to assist the Commission in carrying out its mandate.

- A. The Chair(s) shall appoint a nominating committee consisting of members of the Commission, not later than the October meeting of each year, and shall designate the nominating committee chairperson. The nominating committee shall report its recommended slate to the Commission at the final meeting of the year. Nothing in this section shall be construed to prevent members

of the Commission from nominating any Commission member for any office of the Commission for the ensuing year.

- B. The Chair(s) and Vice-Chair(s) of the Commission shall be elected from the members of the Commission by a roll call vote of the members present at the Commission's final meeting of the year. To be elected, the officer candidates shall each receive the votes of a majority of the Commission in attendance.
- C. The officers shall hold their offices commencing January 1st for one year or until their successors shall be duly elected.
- D. In the event of a vacancy in the office of Chairs(s) and Vice-Chair(s), by death, resignation, or otherwise, the Commission shall immediately nominate and elect a successor to the vacant office for the remainder of the normal term of office.
- E. The Chair(s) shall preside at all meetings of the Commission at which they are present. They shall perform such duties and shall exercise such powers as usually pertain to the office of the Chair(s) and shall also have such additional powers as may be granted by the Commission.
- F. In the absence of the Chair(s), one of the Vice Chair(s) shall preside at all meetings of the Commission and shall perform such other duties as may be enjoined by the Commission. In case of absence of the Chair(s), or if there be a vacancy in the office of the Chair(s), all the powers and duties of that office shall devolve upon the Vice Chair(s).
- G. The structure of the Commission will include the following roles and responsibilities, where possible:
  - Chair(s)  
Provides overall leadership of JJDPC and leads discussions on annual commission priorities. Responsible for developing meeting agendas, running meetings, editing meeting minutes and producing an annual report. Chair(s) issues external communication on behalf of JJDPC or assigns a commissioner to issue external communications.
  - Vice Chair - Membership  
Stands in for the Chair(s) as needed. Responsible for overseeing recruitment processes of new JJDPC members, the membership application and approval process, and orientation of new commissioners.
  - Vice Chair - Administration  
Stands in for the Chair(s) as needed. Responsible for maintaining and updating commission materials and on-line resources. Acts as secretary for monthly Commission meetings and prepares draft meeting minutes for review by Chair(s). Is fully informed of provisions of Commission Operating Policies and San Mateo County Boards and Commissions Handbook, and uses best efforts to ensure Commission follows the provisions and guidelines set out therein.
  - Project Lead(s)  
A "Project" is an ad-hoc committee formed to pursue an aspect of the goals and aspirations



of the Commission. A Project Lead is that committee's chairperson, and is responsible for developing a Project plan including goals, milestones, and deliverables, and implementing an approved Project plan on schedule and providing reports to the Commission.

- Inspection Coordinator  
Responsible for keeping inspection forms current; sign-up process for inspections, editing reports, oversight of approval process, and preparation of letters and final reports as required.
- Legislative Coordinator  
Responsible for tracking and analyzing legislation that affects youth who come into contact with the SMC justice system. Keeps the Commission informed.
- Marketing/Communications Coordinator  
Responsible for the implementation of the JJDPC marketing and communications strategy. Provides oversight of the JJDPC web site, responsible for management of the Commission's social media accounts in accordance with the County and Commission social media guidelines, chairs a social media subcommittee ("Social Media Working Group"), and keeps social media work plans updated and current with the County Manager's Communications Team.
- Liaisons (i.e. Probation, Court, etc.)  
Responsible for maintaining relationships with other relevant organizations and ensuring each party is informed on areas of common interest; keeping current on relevant issues; and updating full Commission on areas of interest.
- Community Ambassadors (i.e. JJCC, Diversity & Equity Council, etc.)  
Represents JJDPC at stakeholder meetings as appropriate. Informs Commission of issues relevant to the JJDPC mission.

H. A county assigned Juvenile Justice & Delinquency Prevention Commission staff person will provide administrative services including, but not limited to, maintaining membership files, assisting with commissioner on boarding, and posting agendas, materials and reports on appropriate county sites 72 hours prior to the Commission meeting.

## ARTICLE V - SUBCOMMITTEES

- A. The Commission may establish ad-hoc or standing committees of its membership to perform fact-finding functions in any matter under jurisdiction of the Commission. For each committee established, the Commission Chair(s) shall appoint one of the Commission members as the committee chairperson. A committee may have members other than persons who are members of the Commission. A committee shall report its findings of fact at a meeting of the Commission, at which time the whole Commission shall consider such findings.
- B. The purpose and scope of each ad-hoc or standing committee shall be recorded in the minutes of the Commission.

- C. Each ad-hoc or standing committee chairperson shall be responsible for keeping records of all actions and reports, and shall submit these records to the Commission on a regular basis.

## ARTICLE VI - ORGANIZATION PROCEDURES

- A. The rules of parliamentary law embraced in Rosenberg's Rules of Order shall serve as a guide in meetings of the Commission in all cases in which such rules are not inconsistent with these policies.
- B. Meetings. The Commission shall meet on the last Tuesday of each month except December, unless this time is changed by the Commission. A schedule of meeting times, dates, and places shall be posted from time to time by the Commission
- C. Meeting Time. At each meeting of the Commission, the Chair(s) shall call the meeting to order at a regular time set from time to time by the Commission.
- D. Quorum. Quorum will be one/half plus one of the Commissioners in good standing.
- E. Notice. Notice of meetings of the Commission will be as provided by the Brown Act.
- F. Meeting Agenda. The Chair(s) shall approve an agenda for each regular meeting of the Commission that shall be distributed to each member of the Commission at least four business days in advance of each regular meeting. The agenda shall consist of a list of items to be considered at each regular meeting which are described in sufficient detail to give notice about business to be considered at the meeting. Nothing in this section shall be construed to prohibit the introduction of agenda items, which through exercise of due diligence could not have been placed on the agenda and which require early action by the Commission. Members of the Commission desiring to place items on the agenda should contact the Chair(s). Any member of the Commission at any meeting may bring up items introduced solely for informational purposes and which involve no request for immediate action by the Commission.
- G. Suspension of Order of Business. The order of business may be suspended at any time during any meeting of the Commission by a majority vote of the members present.
- H. Action by the Commission. The Commission may take action on matters properly before it, only at a regular or special meeting. The authority of the Commission may only be exercised as a whole Commission, and only at such meetings as duly and legally called and constituted. Individual members acting in their individual capacities have no authority to commit the Commission to any policy determination or course of action unless the Commission has previously authorized or subsequently ratified such act by that individual member of the Commission.
- I. Voting. All voting is on the basis of one vote per member. Members must be in good standing to vote. Members must be present to exercise their vote.
- J. Written Record of Commission Proceeding. The official record of proceedings of Commission meetings shall be known as the minutes, and shall be a record of the actions taken by the

Commission. At the subsequent meeting, minutes shall be approved by a majority vote of the members present at that time. The minutes, when approved by the Commission, shall be the official records of the proceedings at which they were taken. The minutes shall be retained as required by State law.

- K. Press Releases. Only the Chair(s) of the Commission or their designee shall issue press releases on behalf of the Commission.
- L. Release of Information. The Juvenile Justice and Delinquency Prevention Commission of San Mateo County may conduct inquiries involving minors in the juvenile justice system. Because of the confidential and sensitive nature of these inquiries, the Commission may choose to write an executive summary of its final report. If the Commission determines to publicize its findings and recommendations, it will use the executive summary and not the final report. The decision to release an executive summary will be made by the full Commission.
- M. Contact with Public and Agency Personnel. The Chair(s) or other Commissioner designated by the Commission shall be spokesperson with County agencies and/or personnel as well as the media. It is the policy that Commissioners work in teams of two or more in speaking for the Commission or in gathering information on behalf of the Commission, except in assigned committee representation.
- N. Correspondence. All correspondence on behalf of the Commission will be sent only with the approval of the entire Commission or the Chair(s). Correspondence shall reflect the title of Chair(s).
- O. Special Meetings. Special meetings of the Commission shall be called, as deemed necessary.
- P. Annual Meeting. The Commission shall hold an Annual Meeting in the month of January, at the regular meeting of the Commission. At the Annual Meeting the Commission shall:
  - 1. Readopt these operating policies which are then in effect, along with any proposed amendments thereto, for approval by a majority vote.
  - 2. Review its prior year's activities.
  - 3. Establish the Chair's vision for the next year.
- Q. Commission Retreat. The Commission may hold a Planning Retreat Meeting if so desired, on a day most convenient to all members. The purpose of the retreat will be established by the members at a regularly scheduled meeting.
- R. Written Communications to the Commission. All written communications addressed to the Commission or any member thereof involving policy matters which are properly the concern of the Commission shall be placed on the agenda of the next meeting of the Commission held after receipt of the written communication.

These Operating Policies shall be revised as necessary to continue in conformance with the Welfare & Institutions Code and other applicable State law. They shall be reviewed as needed by

the Commission.

Amended March 23, 2022

# Motion to operate as separate commissions: the Delinquency Prevention Commission and the Juvenile Justice Commission

## **Background**

In 2009, the SMC Board of Supervisors created a Delinquency Prevention Commission and appointed all Juvenile Justice Commissioners *ex officio* to the Delinquency Prevention Commission. The Juvenile Justice and Delinquency Prevention Commission is therefore in fact two separate commissions, not one combined commission.

A Delinquency Prevention Commission must adhere to the Brown Act as a legislative body, but a Juvenile Justice Commission, as a statutory body, is not subject to the Brown Act. A Juvenile Justice Commission, not being subject to the Brown Act, does not have to provide public notice or agendize its meetings, does not have to hold public meetings or publish public meeting minutes, and may hold non-public meetings and discussions that are clearly within the jurisdiction of the Juvenile Justice Commission, whether in-person, by phone, zoom, text, email, or Google Doc.

It may be useful from time to time, in order to discuss sensitive and confidential matters having to do with the juvenile justice system, which strongly protects the confidentiality of juveniles in the system, to hold non-public meetings of the Juvenile Justice Commission. Non-public meetings and discussions of the Juvenile Justice Commission may include outside stakeholders and participants as long as they are authorized to hear and discuss the information being shared.

**Motion by Commissioner Wilson:** that the Commissioners of the San Mateo County Juvenile Justice and Delinquency Prevention Commissions:

1. Continue to meet as a Delinquency Prevention Commission and in so doing meet the provisions of the Brown Act;
2. Consider holding non-public meetings as needed as a Juvenile Justice Commission with invited stakeholders and participants;
3. Use the same meeting format as currently, but with time allowed for a non-public meeting of the Juvenile Justice Commission and indicate this in the publicly posted agenda;
4. Allow for non-public agendas and meeting minutes as a Juvenile Justice Commission;
5. Allow for non-public discussions as a Juvenile Justice Commission outside of regular meeting times, whether in-person, by phone, zoom, email, text, or shared writing or editing of Google Docs;
6. Be hereafter known as the San Mateo County Juvenile Justice and Delinquency Prevention Commissions or the San Mateo County Juvenile Justice Commission or the San Mateo County Delinquency Prevention Commission, as appropriate in order to clarify publicly that the Commissioners serve on two separate bodies;
7. Change Commissioners' business cards and the current website located on the Probation website going forward to reflect that Commissioners serve on two separate bodies.



**SAN MATEO COUNTY**  
**JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION**  
**222 PAUL SCANNELL DRIVE • SAN MATEO, CA 94402**

# **2022 ANNUAL REPORT**

**JANUARY, 2023**



## **Contents**

<b>Executive Summary</b>	<b>1</b>
<b>JJDPC Authority</b>	<b>2</b>
<b>Mission and Aspirations</b>	<b>2</b>
<b>Diversion Programs</b>	<b>3</b>
<b>The Youth Services Center</b>	<b>4</b>
<b>Other Accomplishments</b>	<b>7</b>
<b>Looking forward to 2023</b>	<b>9</b>
<b>Appendix: Commission Membership</b>	<b>10</b>

## Executive Summary

In 2022, the San Mateo County Juvenile Justice and Delinquency Prevention Commission (JJJPC) focused most of its efforts on two priorities: diverting youth in underserved communities from entering the juvenile justice system and from being transferred to adult court; and improving living conditions for youth who are detained at the juvenile hall in the Youth Services Center (YSC). Most, but not all, of the JJJPC's accomplishments in 2022 were in service of those two priorities.

Major accomplishments in 2022 included:

- launching Peer Point, a new diversion program for cities and schools that do not currently have diversion programs for justice-involved youth, with the support of \$680,000 in new grant funding;
- publishing a detailed report on diversion programs that do exist in San Mateo County and on the inequities in availability of programs across the County;
- passing a resolution opposing the practice of trying youths as adults and advocating for a moratorium on transferring juvenile criminal cases to adult court;
- advising local school boards and non-profits on getting the most out of generous new state funding for after-school care programming;
- improving the living conditions at the juvenile hall by advocating for each youth to receive a pillow and drinking cup upon admission and policy changes to allow youth to post pictures and artwork on the walls of their cells;
- conducting annual inspections of the juvenile hall and other facilities, such as Camp Kemp, that detain youth, and producing another set of detailed recommendations for future improvements; and
- moving forward the work of the Reimagine Juvenile Hall Committee which was created in late 2021 by the Board of Supervisors at the request of the JJJPC.
- Identified and approved a 9-Point Secure Programming recommendation for Secure Track youth housed in our juvenile hall.

The list above does not capture all of the JJJPC's activities in 2022 but does represent some of its most important work. In addition, the Commission continues to meet monthly and provide a forum for the public to be updated by San Mateo County's departments and agencies that are primarily involved in juvenile justice, and to discuss the current state of the County's juvenile justice system. On the last Tuesday of each month at 5:15pm, the JJJPC hears updates and statistics regularly from the Juvenile Court, Probation, the Private Defender Program, the District Attorney, Behavioral Health and Recovery Services, Court & Community Schools, and Children and Family Services.

## JJDPC Authority

San Mateo County's JJDPC is a combination of a state-mandated, court-appointed Juvenile Justice Commission (JJC) and a Board of Supervisors-appointed Delinquency Prevention Commission. Resolution No. 070307 of the San Mateo County Board of Supervisors established the combined JJDPC as of August 4, 2009.

California Welfare and Institutions Code (CWIC) Sections 225-232 mandate that each California County shall have a JJC. The duty of the JJC is to inquire into the administration of justice in the juvenile courts of the county or region in which the commission serves. The JJC inspects any publicly administered institutions in the county at which juveniles are held. It also inspects any County jail or lockup that has confined any minor for more than 24 hours in the previous calendar year, and may inspect any group home located in the county that serves county wards.

CWIC Sections 233-236 authorizes a county's board of supervisors to establish, support, and maintain a Delinquency Prevention Commission, of not fewer than seven citizens, to coordinate on a countywide basis the work of governmental and Non-Governmental Organizations (NGOs) engaged in activities designed to prevent juvenile delinquency.

## Mission and Aspirations

The JJDPC began a multi-year Strategic Plan in May 2020 and revised its Mission and Aspirations at the beginning of 2022. The Aspirations help the JJDPC to focus its efforts and to choose initiatives that will help move San Mateo County closer to fulfilling its ideals.

The Mission of the Juvenile Justice and Delinquency Prevention Commission is to be a public conscience in the best interest of young people. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system, and that provide tools young people need to thrive and succeed in life. The Commission seeks to promote respect for the human dignity of all young people who do enter the juvenile justice system and seeks to preserve their youth.

The JJDPC's Aspirations for our Community are that:

1. The voices of communities most likely to be affected by the juvenile justice system, and the organizations that serve them, are heard regularly by the San Mateo County Board of Supervisors and other appointed and elected officials in the County.
2. All youth in San Mateo County, and their families, have convenient, affordable access to high-quality mental health, substance abuse, restorative, and other programs and services they need to promote their health and success.

3. All youth who come in contact with the juvenile justice system in San Mateo County are provided, from the time they enter the juvenile justice system, with the support they and their families need to thrive and succeed when they transition from the juvenile justice system.
4. All schools in San Mateo County apply restorative justice principles and practices comprehensively in classrooms, curricula and policies, and provide students and their families with convenient, affordable access to high-quality programs and resources that strengthen student and parent engagement to ensure every student stays in school and graduates.
5. All elementary and middle school children in San Mateo County, especially those in underserved areas, have convenient, affordable access to high-quality programs that engage and support them after school and that provide services to address early childhood trauma as needed.

## Diversion Programs

A major focus of the Commission in 2022 was the diversion of justice-involved youth from the usual path of juvenile justice into alternative paths that have proven to be successful at rehabilitating youth while also inflicting less trauma and treating youth more equitably.

At the beginning of 2022, the JJDCPC updated its Mission statement to include the phrase “preserve their youth.” It is the Commission’s belief that any time spent in a locked detention facility, particularly one with locked prison cells like juvenile hall, inflicts trauma on youth and puts the preservation of their youth at risk, even if the time is as short as 24 hours. That trauma is significantly magnified if youth who have committed more serious offenses are transferred to adult court and adult detention facilities. To that latter end, the Commission voted in January 2022 to endorse efforts to [keep all youth under 18 in juvenile court and juvenile detention facilities](#) and not to transfer any to adult court or adult facilities.

The “usual” path for justice-involved juveniles in San Mateo County is to be arrested by a city’s police department or the county Sheriff’s Department, briefly detained by the arresting officers, and assessed as to whether institutional detention is necessary. In most cases, detention is not necessary and a citation is all that is required, but in other cases, a youth will be transferred to the juvenile hall for 24 to 72 hours while they await a hearing to determine whether to be detained further until trial or released pending trial. Once an arresting agency decides a youth needs to be detained and not cited and released, the youth will be locked in a sterile cell for at least one to three days, and a record for the youth will be created in the juvenile justice system.

Diversion programs managed by cities, the Sheriff’s Department, or the Probation Department deliberately divert youth from that path by instead offering them an opportunity to make amends for their transgression through restorative practices designed to prevent them from re-offending and promote their future success. Youth in those programs are diverted from detention facilities and court and avoid being

taken out of their home and school community even if only for a brief time. In the case of the cities' and Sheriff's programs, they also avoid the disruption of having a juvenile record. As the [March 2022 JJDPC Report on Diversion Programs](#) outlines, "diversion programs are an effective intervention for interrupting the school-to-prison pipeline."

What the JJDPC's report also found, however, is that the accessibility of diversion programs in San Mateo County is uneven and inequitable. San Mateo and Redwood City have diversion programs, and youth arrested by the San Mateo County Sheriff's Department in unincorporated areas or cities that contract with the Sheriff for police services are also eligible for the Sheriff's diversion program. However, certain areas of high juvenile justice-involvement, such as East Palo Alto and north county cities such as Daly City and South San Francisco, do not have diversion programs.

### **Peer Point**

In order to address the inequities in availability of diversion programs in the County and disrupt our County's school-to-prison pipeline, and also with the JJDPC's fourth Aspiration in mind of applying restorative justice principles in schools and in juvenile justice programs, the Commission officially designated Peer Point as a project in April 2021. By 2022, Peer Point had gained significant momentum.

Several commissioners on the JJDPC worked on Peer Point, but it began well before 2022, spearheaded by Commissioner Austin Willis, who was also the Chair of the County's Youth Commission. The project initially aimed to establish a "peer court" program that would implement the restorative practices of the Marin County Youth Transforming Justice model, and hoped to secure County funding for that effort. Ultimately, the team designed a broader diversion program, in lieu of County funding they secured \$680,000 of grant funding anchored by a \$500,000 grant from the Gilead Foundation, and they secured the commitment of Fresh Lifelines for Youth (FLY) to operate the program. In collaboration with a large youth team, other Youth Commissioners, and ultimately with FLY, project participants led by Commissioner Melissa Wilson brought Peer Point to life in 2022. In January 2023, Peer Point began running community circles to train youth for restorative circles at Menlo-Atherton High School. In order to realize the vision of diverting all County youth from communities that lack diversion programs and that are historically disadvantaged due to racism, the Commission hopes the County, either through Probation or through a set-aside, will provide future funding.

### **The Youth Services Center**

In 2022, another significant priority for the JJDPC were the living conditions for youth detained at the juvenile hall in the Youth Services Center. One of the primary ways the Commission advocates for improved conditions is through statutorily mandated annual inspections of juvenile detention facilities. In 2022, the Commission followed up on the information and recommendations contained in its 2021 inspection

reports to advocate directly with Probation staff, Behavioral Health and Recovery Services staff, and the Board of Supervisors, including the Reimagine Juvenile Hall Committee which was created by the Board of Supervisors in late 2021 at the request of the Juvenile Justice and Delinquency Prevention Commission.

The juvenile hall at the Youth Services Center is a 180-bed facility that opened in December of 2006 , after a period of rising juvenile crime rates and significant national concern about juvenile crime in the 1990s. It was designed as a prison, with locked jail cells and institutional furnishings. At the time, the San Mateo County Probation Department had also been operating since the 1960s a camp-style facility for boys in La Honda called Camp Glenwood, with less security and more home-like conditions. Soon after the juvenile hall opened, Camp Kemp for girls also opened. Unfortunately, for budget reasons, Camp Glenwood was closed in 2019, and so currently, the only detention option for boys is the juvenile hall. After peaking at an average daily population at all facilities of over 220 youth detained in 2005, the population of the facilities declined steadily over the next 15 years. In 2020, the COVID-19 pandemic reduced these numbers even further. In 2022, the average population was 18.

A particular focus of [the inspection of the juvenile hall in 2021](#), led by Commissioners Johanna Rasmussen and Paul Bocanegra, were conditions in the youth's cells. In interviews with youth and medical staff, the inspection team learned that a persistent medical issue for youth was back pain due to sleeping without pillows on thin mattresses on metal beds with no springs. The team advocated strongly in 2022 for improved conditions in the cells, and specifically asked for thicker, higher quality or double mattresses, the purchase of pillows, providing cups for getting drinking water out of the cells' sinks during periods of locked confinement and policy changes allowing youth to post pictures and artwork on the cells' bare white walls. All of these recommendations were implemented in 2022 in close collaboration with Probation staff.

Another venue for advocating for improvements at the juvenile hall in 2022 was the Reimagine Juvenile Hall Committee which was created in October 2021 by the Board of Supervisors at the request of the JJDPC. The resolution creating the Committee states that its "purpose is to create a plan to modify the current institutional setting at the YSC, so it conveys a more supportive environment for detained juveniles." Commissioner Bocanegra and Chair Monroe Labouisse serve on the Committee along with Mike Callagy, the County Executive; Steve Wagstaffe, the District Attorney; The Honorable Susan Etezadi, the Presiding Judge of the Juvenile Court; John Keene, the Chief Probation Officer; Ron Rayes, the Managing Attorney in the Juvenile Office of the Private Defender Program; John Fong, Director of Children & Family Services; and Ziomara Ochoa, Deputy Director of the Youth Services Division of Behavioral Health and Recovery Services (BHRS).

The Reimagine Juvenile Hall Committee met monthly throughout 2022, and for most of the spring and summer was primarily focused on following the progress of Chief

of Probation, John Keene's discussions in Sacramento on the state budget. Conversations also centered around the newly formed Office of Youth and Community Restoration (OYCR). The OYCR was created in 2021 after the legislature and governor announced the closure of Division of Juvenile Justice (DJJ) facilities in July 2023, returning youth to their home counties. New funding and additional guidance from the state were anticipated to impact what changes could be implemented at the juvenile hall.

In the final state budget passed in Sacramento, a total of \$100 million was allocated to California's 58 counties for the purpose of updating and renovating their juvenile halls. Approximately \$1.4 million was allocated to San Mateo County. At the end of 2022, Chair Labouisse submitted a memo to the Committee summarizing the JJDC's recommendations based on the Commission's 2022 inspections. The specific physical changes to the facility recommended in that memo are intended to serve three broader purposes:

1. to do more to support the mental health needs of youth in the facility, and to improve their living conditions on the residential units;
2. to end the current outsourced food program and develop an on-site food program that can also provide opportunities for youth to gain vocational skills and certificates in food handling and culinary arts; and
3. to enable the County to offer regular vocational and fine arts classes over and above what is offered today at Hillcrest High School.

The next steps for the Committee will be to decide how the \$1.4 million is spent in 2023.

During 2022, JJDC teams consisting of two to four commissioners conducted California state-mandated inspections of San Mateo County's juvenile hall at the YSC, Camp Kemp, as well as Canyon Oaks Youth Center. Separately, a team also inspected the Hillcrest and Camp Kemp school sites. All [detailed inspection reports](#) were submitted by Inspection Coordinator Commissioner Rasmussen to the Court and Board of Supervisors in January 2023.

Overall, the three facilities received mostly positive, but somewhat mixed, reviews. The facilities again, as in 2021, received positive reviews for professional and dedicated staff and efforts to provide trauma-informed services designed to provide youth with support, guidance, and structure. The Commission again commended the staff for keeping youth safeguarded against Covid-19 and managing vaccination and testing programs. However, as in prior years, the Commission continues to advocate for the implementation of the recommendations outlined in the inspection reports such as:

1. Providing dedicated spaces therapeutically designed for youth to receive mental health services from BHRS and other behavioral health professionals.



2. Replacing the sub-standard food provided by the Sheriff's Department to the juvenile hall and Camp Kemp facilities, which has resulted in numerous grievances and distress among the youth;
3. Reducing sensory deprivation in the cells, improving living conditions in the common areas; and implementing vocational training especially for Secure Track youth who can be held at the juvenile hall until they are 25, and after graduation from high school.

A final comment about the juvenile hall concerns youth who will now be held there for years-long sentences because of the closure of DJJ. There are now youth at the YSC who were committed in 2022 and would have otherwise been transferred to DJJ but were not, and so they will now be spending sentences of multiple years in the juvenile hall at the YSC. This is a new development which the facility and staff will need to accommodate in the future. Comprehensive services to meet these youths' needs are not yet in place. For that reason, in the fall of 2022, the Commission identified and approved a 9-Point Secure Programming recommendation for Secure Track youth housed in our juvenile hall.

## Other Accomplishments

In addition to the two major focus areas of diversion and juvenile hall, the Commission also continued important work from previous years and initiated new projects in 2022. Some of the Commission's work included advocating for after-school care programs, continuing to grow the Commission's reach on social media, and lobbying SamTrans to reinstate a bus line to the YSC. Other projects that are expected to continue into 2023 are an investigation into the impact of juvenile gangs in San Mateo County, coordination with other juvenile justice commissions in the state on continuum of care reform, an annual awards program, and pursuit of grant funding for arts programming in juvenile hall.

In 2021, the JJDPC published a [report analyzing current after school programs for elementary and middle school children](#) in San Mateo County. Using that report, the project team, led by Commissioner Huber-Levy, advised and consulted with school districts, cities and non-profit organizations in the County in order to encourage them to put to good use the substantial funds approved by the state legislature in 2021. California allocated an additional budget of \$1.75 billion for the Expanded Learning Opportunities Program (ELO-P) in the fiscal year 2021-2022 along with a one time lump sum funding of \$4.8B that year. The ongoing budget item rose to \$4.3B for 2022-23, and is intended to rise to \$5B in ongoing funding by 2025. The JJDPC's report provided a needed analysis of where there are gaps in programs in the County. It is now up to school districts, cities and non-profits to apply for those funds and create the programming mandated by the State in the ELO-P.

In 2020, the JJDPC completed a Marketing and Communication Strategy to broaden awareness of the Commission in San Mateo County. In 2021, the Commission

appointed Commissioner Rasmussen as Marketing Coordinator. She worked with the County on the development of social media work plans and adopting social media guidelines for Commission usage and then launched JJDPC accounts on Instagram, Twitter, and YouTube. In 2022, the Commission continued to grow its reach and engagement on [Instagram](#) and [Twitter](#). Recordings of monthly meetings are uploaded onto the County's [YouTube](#) channel. Interest in and attendance at JJDPC monthly meetings has also grown over the last two years with the inclusion of remote participants through Zoom. In addition to regular attendance by Commissioners and the approximately ten participants from key agencies named on page 1 of this report, the Commission enjoys the regular attendance of another 15-20 members of the public and other appointed and elected officials in the County.

Commissioners continue to do outreach in underserved neighborhoods and communities by meeting with families, community leaders, civic groups, and elected officials. Commissioners have also been invited and have made appearances at the meetings of other bodies and organizations, including the Board of Directors of SamTrans, the County Board of Education, the Juvenile Justice Coordinating Council (JJCC), the Social Justice class at Aragon High School, the San Mateo County Childcare Partnership Council, Thrive the Alliance of Nonprofits for San Mateo County, and by making public comment at Board of Supervisors meetings.

To highlight one issue specifically, in November 2022 the JJDPC approved a letter that was sent to the Board of SamTrans advocating for reinstating a bus line to the Youth Services Center that had been discontinued. Through advocacy with families at Juvenile Court, the Commission's court liaison reported that the bus line had been discontinued over the objections of the community and riders surveyed during SamTrans's route evaluation. Commissioners drafted a letter protesting the change, sent it to the SamTrans Board, and made public comment at a SamTrans Board meeting. Since that time, the County Office of Education joined the Commission's efforts to restore the bus service and Commissioners continue in 2023 to meet with representatives from SamTrans.

## Looking forward to 2023

The Commission's 2023 priorities will be discussed by Commissioners at their January 2023 and February 2023 meetings, on the last Tuesday of each month. The following ideas are prospects for JJDPC priorities in the coming year.

In 2023, the Juvenile Justice and Delinquency Prevention Commission is likely to continue to advocate for improvements in living conditions for youth detained in juvenile facilities. The Commission believes that there are a number of opportunities left to improve the lives of incarcerated youth, as outlined in the [2022 inspection reports on the juvenile hall, Camp Kemp and the Canyon Oaks Youth Center](#).

Diversion programs and after-school care programs may be less of a focus in 2023 as the JJDPC has delivered their reports on both topics and has helped deliver and advise on funding for both.

In addition to ongoing work on other projects already named earlier in this report, the Commission may turn its attention to other priorities outlined in the Commission's [Aspirations for our Community](#). For example, a much larger number of children are on probation in San Mateo County than are in detention, and so the Commission may focus attention also on those children, to consider their experience re-entering their schools and communities after detention or their experience on probation if they were never detained or only briefly detained.

Finally, the JJDPC will continue to reach out to individuals and communities in San Mateo County to learn more and stay abreast of developments in the juvenile justice system. Monthly meetings will return to being held in person on the last Tuesday of every month at 5:15pm in the College Heights room in Building 10 at the College of San Mateo, which is located near the Youth Services Center.

## Appendix: Commission Membership

The JJDPC is required to consist of at least seven and no more than fifteen members. Two seats are to be occupied by individuals between 14 and 21 years of age, if such individuals are available. As of December 31, 2022, the Commission was composed of the following 12 Commissioners:

- **Monroe Labouisse, Chair**, was re-elected Chair for 2023. He is a former Silicon Valley executive who is now dedicated to civic and political projects. His tech company jobs included running Customer Service and Trust & Safety for Airbnb, and Consumer Protection for eBay and PayPal. He is now a Mentor to young men on probation through CASA of San Mateo, where he is also a Peer Supervisor, and he is a Mentor through Peninsula Bridge, which supports underserved teens aspiring to go to and complete college.
- **Karin Huber-Levy** became **Vice-Chair, Membership**, in addition to Vice-Chair, Administration, when Commissioner Rocsana Enriquez resigned in the fall of 2022. Karin will continue as Vice-Chair, Membership, in 2023. She has a background in corporate law, with experience working in both in-house and private practice, including acting as General Counsel and Corporate Secretary to a major pharmaceutical corporation. She has lived and worked in Canada, the UK, US, and Germany, and has a deep respect and affinity for working with diverse groups and cultures. As a volunteer, she has focused on working with students and is committed to supporting access to education and development opportunities for all youth.
- **Wesley Liu, Co-Vice-Chair, Administration** is a student at Pacific Bay Christian School in Pacifica. He currently volunteers with the Marin County Peer Court as a youth advocate. He also serves as a Youth Advisory Board member of the California Association of Youth Courts, and he serves as a youth leader at Peer Point. Wesley is also a Commissioner on the county's Youth Commission. He will continue to advocate for restorative justice principles and work to prevent youth entry into the criminal justice system. At school, he is the captain of the Speech and Debate Team.
- **Ameya Nori, Co-Vice-Chair, Administration** is a student at Menlo-Atherton high school and also a member of the county's Youth Commission where he is the Chair of the Restorative Justice Subcommittee. As a commissioner, he hopes to continue to advocate for community intervention programs that support youth development and divert them from the school-to-prison pipeline.
- **Paul Bocanegra**, is the cofounder of Reevolution Group, a human rights watch officer for the Children's Division of Human Rights Watch, and a certified drug and alcohol counselor. Paul was sentenced to life without parole when he was 16 years old and served more than 25 years in adult prison. He describes himself as a survivor of Juvenile LWOP and the California prison system. Today Paul works to

reform the juvenile criminal justice system by sharing his experiences and struggles within the juvenile and adult systems and institutions.

- **Allen Bustos** is a second generation Filipinx American born and raised in the Bay Area particularly in Daly City. As a son of immigrant parents he is a first generation college student who has achieved an associates degree in Interdisciplinary Studies and is a Public Health major at San Francisco State University with plans to pursue graduate studies in the Ed.D Educational Leadership program. As a formerly incarcerated individual his efforts are to help bring forth change as a critical educator, restorative justice practitioner, activist, community organizer, and artist, so that there is a pathway to higher education for marginalized populations that is culturally and community responsive.
- **Rebecca Flores** (*on leave from the JJDPC in 2023*) is a Human Resources professional at Stanford University. She obtained a Bachelor's degree in Sociology, Community and Criminal Justice and a Master's degree in Public Administration. While in grad school she wrote a policy recommendation for San Mateo County's Sheriff's Office on how to implement evidence-based programs in jails to reduce recidivism rates. Since then she has been very involved in finding resources to support her recommendation. She started her work by joining the San Mateo County Youth Commission, then joined the Commission on the Status of Women. She is committed to serving and educating her community, advocating for underrepresented youth, and providing rehabilitative resources that will support the youth in our juvenile justice system.
- **Sathvik Nori** is a student at Stanford University, and in November 2022 he was elected as a Trustee on the Sequoia Union High School District Board of Trustees. He joined the JJDPC after witnessing as a student at Menlo-Atherton High School the injustice in school discipline that results in the school to prison pipeline. He is interested in issues surrounding education, especially in Juvenile Hall.
- **Johanna Rasmussen** has been advocating for youth and families in San Mateo County for over thirty years. Her advocacy work in the San Mateo County Juvenile Justice System began when her own daughter entered the system at the age of 13. Johanna has worked both locally and on the state level to increase funding for community based mental health, substance abuse, and dual diagnosis programs and services for youth and adults. In addition to her criminal justice reform work, Johanna advocates for underserved community members and families on issues relating to housing, special education, disability, employment and seeks to increase equity and improve transparency at all government levels. Johanna is Chairwoman of the Farm Hill Neighborhood Association in Redwood City and coordinates the Confirmation Program at Our Lady of Mount Carmel Parish.
- **Susan Swope** retired as Deputy Director, International Information Integrity Institute at SRI Consulting. A JJDPC Commissioner since 2009, Susan has been an active volunteer committed to social justice for over 30 years. As a Lay Chaplain

for the Archdiocese of San Francisco, she has led communion services at the Youth Services Center since 1990. She is a mediator for both the Peninsula Conflict Resolution Center and San Mateo Superior Court's Juvenile Offender Mediation programs (since 2010). She served on the board and co-chaired the Restorative Justice Committee for the Society of St Vincent de Paul of San Mateo County. Susan has also facilitated Alternatives to Violence and Conflict Transformation Workshops for the incarcerated, as well as the general community. She is committed to helping youth meet and overcome their challenges, thus enabling them to lead successful, productive lives.

- **Appollonia Uhila** is founder of Anamatangi Polynesian Voices (APV), a grassroots nonprofit that has been serving the East Palo Alto, Belle Haven, and North Fair Oaks communities since the early 1990s. APV advocates for Pacific Islanders through cultural enrichment, influencing local policies that promote equity and increasing related opportunities throughout the community. Mama Dee also founded Pacific Islander Outreach & Home Study Groups which provided tutoring and after-school activities.
- **Melissa Wilson** is a former high school teacher, interior designer, and has been volunteering with at-risk youth for the last 17 years through programs at the Youth Service Center and in the community. Her interest in juvenile justice started as a high school student. She served on the Santa Clara County Juvenile Justice Commission and saw the limitations in opportunity for court-dependent youth. Her interests are in ensuring that a "system" will support the well-being of youth individually. She is committed to providing youth and their families with resources and information to empower them in what can be a very discouraging experience.

During 2022, the following JJDPC Commissioners resigned in order to pursue other professional or academic opportunities: Steve Duddy, Roczana Enriquez, Armaan Khare-Arora, Sasha Newton and Austin Willis. In addition, at the beginning of 2022, former Co-Chairs of the JJDPC from 2020-2021 stepped down from the JJDPC.

In addition, the JJDPC welcomed regular attendance at monthly meetings by new representatives from key partner agencies and bodies. The Honorable Chihayi Cadet was appointed to and joined the Juvenile Court as a Judge. Deputy District Attorney Sharon Cho was elected as a Judge on the Superior Court of San Mateo County and was replaced at JJDPC meetings by Deputy District Attorney Nadia Hahn.

Finally, Zahara Agarwal and Alex Parikh-Briggs are the current JJDPC liaisons from the Youth Commission.

**San Mateo County JJDPC**  
**2022 Officers and Roles**  
*Last updated: August 24, 2022*

**Officers**

Chair  
Vice Chair, Administration  
Vice Chair, Membership

Monroe Labouisse  
Karin Huber-Levy  
Rocsana Enriquez

**Coordinators**

Inspection Coordinator  
Legislative Coordinators  
  
Marketing/Communication Coordinator

Johanna Rasmussen  
Karin Huber-Levy  
Paul Bocanegra  
Johanna Rasmussen

**Liaisons**

Court Liaison:  
Probation Liaison:  
Police Liaison:

Johanna Rasmussen  
Susan Swope  
Johanna Rasmussen

**Community Ambassadors**

*draft list / in progress*

Big Lift:  
First 5 San Mateo:  
Juvenile Justice Coordinating Council (JJCC):  
JJDPC Santa Clara & Alameda:  
JJC San Francisco:  
Lesbian, Gay, Bisexual, Transgender, Queer Commission:  
North Fair Oaks Community Council:  
Respect 24/7 (COE):  
San Mateo County Child Abuse Prevention Council:  
San Mateo County Child Care Partnership Council:

Susan Swope  
Susan Swope  
Monroe Labouisse  
Melissa Wilson  
Johanna Rasmussen  
Johanna Rasmussen  
Rocsana Enriquez  
Susan Swope  
Susan Swope  
Karin Huber-Levy

Alcohol and Other Drug (AOD) Services:  
Commission on Disabilities:  
Commission on the Status of Women:  
Diversity and Equity Council:  
Domestic Violence Council:  
Housing and Community Development Committee:  
Mental Health, Substance Abuse Recovery Commission:  
San Mateo County Health Commission:  
Youth Commission:

*Not currently active*  
“  
“  
“  
“  
“  
“  
“  
“

## 2022 Projects - Statuses

Last updated: July 25, 2022

Active Projects	Aspiration(s) aligned	Lead Commissioner(s)
PeerPoint	School Attendance and Restorative Practices	Wilson
Advocate for New/More Diversion Programs	School Attendance and Restorative Practices	Swope
Inspections	Mental Health, Substance Abuse, and Restorative Programs  Transition and Reentry	Rasmussen
Investigate and Recommend Current Gang Intervention and Prevention Programs	School Attendance and Restorative Practices  Transition and Reentry	Rasmussen, Bocanegra
Investigate Collaboration Opportunities with other JJDCs	Various	Huber-Levy
<b>Projects In Steady State / Monitoring</b>		
Reimagine Juvenile Hall	Mental Health, Substance Abuse, and Restorative Programs	Labouisse, Bocanegra
Advocate for New After School Care Programs	After School Care	Huber-Levy
Outreach to Build Relationships with Elected Officials	Voices of Community Heard	Swope, Enriquez
Legislative Coordination / Monitoring	Various	Huber-Levy
Monitor Secure Track / SB 823, via JJCC Subcommittee on Realignment	Transition and Reentry	Labouisse
<b>Projects On Hold or In Need of More Support</b>		



Bring Youth and Family Voices to the Commission	Voices of Community Heard	Rasmussen
School Attendance: Investigation and Overall Recommendations	School Attendance and Restorative Practices	Swope
<b>Projects Not Started</b>		
Track Overall Reentry Success from YSC	Transition and Reentry	
Improve Education Reentry and Transition Success, including Transition from Community Schools	Transition and Reentry	
Advocate for New Youth Substance Abuse and Mental Health Programs in the County	Mental Health, Substance Abuse, and Restorative Programs	
Investigate Impact of Housing Insecurity on Justice Involved Youth	Transition and Reentry	
What is the Current State of SROs in the County?	School Attendance and Restorative Practices	

## Memo

**From:** The Juvenile Justice & Delinquency Prevention Commission

**Date:** December 15, 2022

**Subject:** Recommendations for use of 2022 state funding for renovations at juvenile facilities and Juvenile Hall

**To:** The Reimagine Juvenile Hall Committee

The San Mateo County Juvenile Justice & Delinquency Prevention Commission (JJRPC) recently completed and approved their annual inspection reports for juvenile detention facilities in the county. Copies of the full approved inspection reports can be found in the JJRPC's meeting agenda packets on the Probation department's website, under the Commission's tab and in the Meeting Information section.

Using the information in those inspection reports, we have summarized below our prioritized recommendations for using the approximately \$1.4 million in funding allocated by the state in 2022 for physical improvements to San Mateo County's Juvenile Hall.

The JJRPC encourages this Committee to consider investment of these new state funds with higher-level goals in mind and not with the goal simply of brightening and softening the space, although that in itself would also be an improvement. At a high level, the Commission's top priorities for improvements in Juvenile Hall are to:

- do more to support the mental health needs of youth in the facility, and to improve their living conditions on the residential units;
- to end the current outsourced food program and develop an on-site food program that can also provide opportunities for youth to gain vocational skills and certificates in food handling and culinary arts; and
- to enable the County to offer regular vocational and fine arts classes over and above what is offered today at Hillcrest High School.

Towards those ends, the Commission recommends allocating funds for physical improvements in the following areas:

## **Mental Health Support**

### Dedicated mental health counseling space(s)

Currently, at Juvenile Hall, there are no rooms that are dedicated for the use of mental health. At Camp Kemp, there is a dedicated room for counseling that has been designed and furnished with therapeutic needs in mind. The Commission believes there is an immediate need for a dedicated mental health counseling room at the Juvenile Hall that is therapeutically designed, equipped, and utilized by BHRS staff and clinicians to provide services to youth.

BHRS is currently providing mental health services in the programming room at the center of housing units. These rooms have several large windows that overlook the large central space in the residential units, aka the Day Room. They are also located next to the staff desk. Therapy sessions are interrupted whenever staff needs to retrieve an item from the room or access the kitchenette. It was BHRS staff who brought this issue to our attention. They were concerned the programming rooms lacked privacy and were not conducive for providing trauma informed mental health services.

### Individual cells more like home bedrooms

Especially for the sake of youth who, due to Realignment, may now be living at Juvenile Hall for years at a time, but also for the sake of all youth in residence at Juvenile Hall, changes need to be made to individual cells that will make the rooms more dorm-like and home-like. For example, a partial list might include:

- Replace steel wall-mounted bed frames with dorm-like bed frames and mattresses like Camp Kemp
- Replace the floor-mounted stools near desks with desk chairs to enable more comfortable studying and homework
- Install individual storage units for keeping personal items
- Equip each room with electrical outlets for the sake of charging personal items like laptops and electric hair trimmers / razors
- Install a chalkboard in each cell wall for youth to draw, write and express their thoughts, as Alameda County's juvenile hall has done
- Provide alternative bedding i.e., comforters, blankets
- Invest in electronic tablets that youth can use inside of their cells. Tablets are currently being used in the juvenile halls in Alameda County and San Francisco County. Tablets are also provided to inmates at the San Mateo County Jail.
- Intake/Quarantine Supplies: Puzzles, sudoku, word search, coloring books and crayons to help decrease the sensory deprivation of youth who must remain in their cells during this phase of their detention.

### Housing Unit Improvements to common living areas: Day Room & Programming Room

In order to soften and brighten the common living areas on residential units -- which would support improved mental health of the youth in detention -- a number of improvements could be made, many of which this Committee has already discussed: softer furniture, brighter lighting and paint, etc. In addition, the Commission also recommends other changes:

- Install a water cooler on each housing unit for youth and staff
- Add cushions or pillows to dayroom furniture
- Purchase exercise equipment for the facility
- Restore cable service and/or start subscriptions with Netflix and Disney Plus
- Update programming rooms on each housing unit. Add additional lighting, plants, wall hangings, area rugs, and furniture. The rooms are very sparse.

Note: Because food is now delivered on trays, residents have been eating on the units, and so the carpets are badly in need of replacement and/or thorough cleaning, but the Commission believes funding for this improvement should come from normal maintenance funds and not state funding.

### Telephones

Telephone calls are a lifeline for incarcerated youth. The cordless telephones currently being used by youth often drop calls, have poor reception, and echo loudly when calling from a youth's cell. The commission recommends replacing the current telephones with ones that are capable of maintaining a signal and providing clear and consistent call quality.

### Housing Unit Libraries: Books, Magazines, and Newspapers

A large portion of the books in the housing unit bookcases are outdated, damaged and in poor condition. There are no magazines or newspapers provided. The Commission would recommend purchasing new books, with a focus on graphic novels, that appeal to youth at all reading levels and begin magazine subscriptions that are in compliance with facility rules for each housing unit. Youth have expressed interest in: Sports Illustrated, Car & Driver, The Atlantic, Popular Mechanics, Scientific American, National Geographic, US, and People. The San Mateo Daily Journal is a free local newspaper that is already being delivered to the lobby of the Youth Services Center.

### Improvements to outdoor recreational space

The Commission is recommending that two new picnic tables be added to the outdoor recreational space. Picnic tables can serve multiple functions, both recreational and educational. In addition, the basketball goals and soccer goals all need refurbishing.

## **Changes to Food Services Program**

Food Services was contracted out in 2021. Since this time, the biggest complaint of youth incarcerated at both Juvenile Hall and Camp Kemp has been the quality of the food. A considerable amount of each meal goes uneaten and is thrown out due to its taste, quality, and temperature. In the words of one of the staff at Camp Kemp, it is unreasonable to ask teenagers of any kind to develop and improve themselves if they are hungry. Teenagers fundamentally require to be well fed.

Towards that end, the Commission urges probation to terminate their food services contract with the San Mateo County Sheriff Department. Currently all of the food provided to the YSC and Camp Kemp facilities is prepared by the Maple Street Correctional Facility (county jail). Meals, fruit, and snacks are transported to the facilities the day before they are scheduled to be served. Youth at both facilities all describe the food as terrible. Our Commissioners have shared meals with youth at the facilities and concur.

### **Kitchen and Facilities Improvements**

With physical improvements to the facilities in mind, the Commission would prioritize whatever changes may be needed in order to bring back on-site food preparation. While the Commission cannot specify exactly what those changes need to be, we would ask that Probation work with a new outside provider who can prepare good food on-site to determine what their requirements are and hold back funds from the state that can be used for facilities improvements as needed. Note: One known change needed in the kitchen is to purchase new dishwasher(s) because the current one is broken and very old. The Commission believes this funding should come not from the state grant but from regular maintenance funds.

### **Culinary Arts and Food Handling Vocational Training**

In conjunction with changes required to bring back on-site food preparation, the Commission encourages considering creating opportunities for residents, especially those who have completed high school, to participate in food preparation and food handling classes if they choose to. In the design of that vocational program, there may be changes to the facilities and/or kitchen needed and funding should be set aside for those changes as well.

In addition to the pride and value that would come from preparing food for their fellow residents, those classes and experience should earn them the appropriate vocational

skills and certificates that would improve their chances at employment in the food industry after their release.

Note: Jobs in the food industry do not necessarily pay a living wage in San Mateo County and therefore should not be prioritized over the other vocational opportunities below, but if for a low investment, when on-site food prep is returned to the YSC, the opportunity exists to teach these skills to those who want them, the Commission encourages Probation to offer the classes.

### **Vocational and Arts Programs**

For many years, the Commission has been advocating for investment in a vocational program(s) and training for youth at Juvenile Hall. Because of Realignment, these are needed more than ever for youth who will be living long-term, for years at a time and up to the age of 25. In order to enable these programs, the facility needs to remodel and redesign some existing spaces for their use.

#### **Classrooms for Vocational Training**

Vocational classes are best taught in spaces that are functional for whatever trade is being taught. High school classrooms or residential units cannot be used for a carpentry, electrical or other vocational space unless they are remodeled or redesigned. In Santa Clara, youth are being taught vocational classes in dedicated spaces that include Tuff Sheds for tools and equipment, and closets for uniforms and protective gear. Santa Clara has also acquired a forklift simulator. We can also provide vocational classes but need the right space for teaching.

#### **Creative and Artistic Spaces**

Just as space that is functional for mental health counseling and vocational classes is necessary, current service providers at Juvenile Hall who teach the visual arts tell our Commission that one of their biggest challenges to teaching art is that the space they teach in -- usually the common area in the residential units -- is not conducive to teaching art. Art classes and creative expression have helpful therapeutic effects for youth and that is why several of the evening programs currently at the YSC involve creative expression: Arts Unity Movement, The Art of Yoga, and The Beat Within.

The Commission also recommends developing a music program that includes the creation of a music studio like the ones in Napa and Alameda Counties. The music program would include making beats, writing lyrics, recording and editing tracks, and performing.

## **Conclusion**

To reiterate what was stated at the beginning of this memo, and to put in context again the bigger picture goals of the previous sections:

At a high level, the Commission's top priorities for improvements in Juvenile Hall are to:

- do more to support the mental health needs of youth in the facility, and related, to improve their living conditions on the residential units;
- to end the current outsourced food program and develop an on-site food program that can also provide opportunities for youth to gain vocational skills and certificates in food handling and culinary arts; and
- to enable the County to offer regular vocational and fine arts classes over and above what is offered today at Hillcrest High School.

We are available to assist in the ideation and design necessary to accomplish these goals.

## ***Request for JJDPC Endorsement of After School Program Mobile App***

**Action:** Approve the endorsement of InPlay's mobile app, a tool to access local and affordable after-school programs, for use in SMC by families, students and schools. The JJDPC name would appear on presentation materials along with others endorsing InPlay in SMC, including Superintendent Nancy Magee and the SMC Office of Education, and the Thrive Alliance for Non-Profits.

### ***About InPlay:***

InPlay is a non-profit that partners with schools to connect all children and youth with out-of-school programs to ignite their individual interests and talents, thereby closing the achievement and opportunity gap. Parents can use InPlay's online search solution to access a comprehensive listing of local programs and scholarships.

"Summer learning loss" is real. Schools need to help students preserve their hard-earned academic gains by keeping students stimulated and engaged over the summer. But teachers and staff spend unnecessary time stuffing flyers, chasing parents, registering kids, and interacting with external OST programs. InPlay lightens the administrative burden and eliminates the need to maintain lists of out-of-school learning programs.

**An activity guide for underserved families.** A preliminary search has identified over 180 program providers providers in San Mateo County but the fragmented out-of-school time market makes it hard for families to find relevant local and affordable programs.

InPlay proposes to solve this problem for San Mateo County families by collecting and maintaining a comprehensive database of all TK-12th grade out-of-school programs and making this program data accessible with a customized mobile activity guide. The guide would list after school and summer programs that are free/low-cost and serve children with special needs or non-English speakers. InPlay provides local guides for Santa Clara County, Monterey County, and the cities of Oakland, and Kansas City, MO.

**Launch funding secured.** InPlay has secured a grant from the Wood Next Foundation to fund the launch for one year. The activity guide will launch in spring of 2023 with summer camp listings. This would help families mitigate learning loss and enable working parents to focus on their jobs. (See InPlay's activity guide at [www.inplay.org](http://www.inplay.org)).

**Other supporters.** InPlay's activity guide has now been formally endorsed by Superintendent Nancy Magee and the San Mateo County Office of Education. InPlay is a formal partner with the National Summer Learning Association and the Santa Clara County Office of Education.

### ***Why should JJDPC endorse InPlay's Mobile App in SMC?***

In September 2020, the San Mateo County Juvenile Justice and Delinquency Commission released its report on the status of after school programs for elementary and middle school children in underserved communities in our county.

One of the key findings in the report: Barriers to the use of existing programs include costs, lack of information about existing programs and available financial assistance, transportation issues, and concerns about safety and immigration status.

Providing families in our county with a user-friendly, mobile device-accessible guide to summer and after school programs would address some of the inequities and barriers that currently exist which prevent children in underserved areas of our county from accessing available programs.

The InPlay App has already been successfully launched and is in use in Oakland, San Jose, and Monterey County.