

**SAN BERNARDINO COUNTY PROBATION DEPARTMENT  
JUVENILE JUSTICE COORDINATING COUNCIL**  
**Probation Administration, 175 West Fifth St., 4<sup>th</sup> Floor, Room 401 (TEAMS Meeting)**  
**October 26, 2021**

**CHAIR: Tracy Reece (909) 387-5693**

**COORDINATOR: Mireya Macias, DDII (909) 387-7425**

**PRESENT: Marisa Miley, Karina Ayala-Rutherford, Honorable Annmarie Pace, Thomas Kamara, Jennifer Cannady, Diana Lovelace, Julie Peterson, Claudia Walker, Daniel Edber, Dave McClave, Kimberly Epps, Brittney Nail, Ann Marie Pierce, Emily Franco**

**Absent: Melanie Carrion, Chris Catren, Shannon Dicus, Matthew Erickson, Rebecca Irwin, Mireya Macias, Myrlene Pierre, Tracy Reece, Cynthia Wallace-Guerrero, Amber Carpenter, Don English, Mark Hubbard, Scott Wyatt, Reid Robsahm, Terrance Stone, Robert O’Brine,**

TOPIC	DISCUSSION	ACTION
<b>Welcome &amp; Introductions</b>	Kimberly Epps- Meeting called to order at 2:08 pm.	Introductions by attendees.
<b>Review and Approve Minutes</b>	Motion to approve Minutes from JJCC meeting held on July 27, 2021.	1 <sup>st</sup> Jennifer Cannady 2 <sup>nd</sup> Julie Peterson
<b>Financial Report</b>	<p>Thomas Kamara- The report provided goes through the end of the first quarter. The percentage of the year-to-date expenditure is at 22 percent. The L.E.T. program is at 15 percent. Everything is trending as expected with the budget and financial reporting.</p> <p>For the fiscal year of 2022-2023, we will explore the idea of identifying expense categories based on program features. Once a report is created, it will be provided to the group so it may be referenced if needed.</p>	
<b>Probation Update</b>	<p>Kimberly Epps- Wellness Individual Leadership Development Youth Conference was hosted on August 21<sup>st</sup> and had a great outcome. There were 137 youth in attendance. Thank you to all the members from the JJCC who took part in the conference.</p> <p>A provider meeting was held at YJC with 25 providers attending the meeting. They were given the opportunity to ask questions. As we are expanding enrichment programs within the Youth Day Reporting Centers, an area of concern shared during the meeting was that previous providers could only receive referrals from Probation. A process in which providers can receive referrals and connect those with Probation is a topic that will be developed.</p>	

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<b>L.E.T. Update</b>	<p>In the previous meeting, many showed interest in volunteering for the Parent Engagement Conference. It will take place in the near future. As of now, Family First, a new federal legislation coming into effect October 1<sup>st</sup> has been prioritized.</p> <p>A draft of the Bylaws will be emailed. We are encouraging your feedback, any considerations or suggestions. A new flyer is also being worked on to be posted on the Probation website.</p> <p>District Attorney's Office Ann Marie Pierce- SARB meetings have started. Most districts are offering a ZOOM meeting option in case parents have been exposed to COVID so contact can still be made on the scheduled date and time. Contact has been done with about 65 families across 4-5 districts. Ontario, Montclair, and Upland districts have not started SARB meetings this year. Upland will be starting with their SARB.</p> <p>Some students are having a hard time transitioning back to school and some had problems prior to distance learning. Other families got used to distance learning and need assistance refocusing on going back to in person school. At the meetings, the effort is placed on helping families with what challenges they are facing at the time.</p> <p>DA Pierce reported attending a training for Family Reengagement which spoke about the importance of one-on-one contact as well as well as whole family involvement in the process. She also made a presentation to the Assistant Principals of Discipline at the Chaffey Joint Union High School District. They typically do not conduct SARB meetings like other districts. Their interest was learning about the District Attorney L.E.T database and the letters that are sent out to remind families of their educational requirements, as well as Probations' DRC programing particularly those aimed for older students.</p> <p>A request was received from the Cucamonga Elementary District to present to the parents K-5. During the presentation, parents will be reminded about the importance of building attendance habits early in school. The FLIP and TARP programs have also started. DA Henry Rosas is teaching with Fontana and Colton, however, the on-campus events are still limited due to the districts.</p> <p>Public Defender's Office Brittney Nail - Reported 22 new clients, 9 different SARB meetings, and Fontana District along with Colton are coming back onboard. Snowline District has been holding Parent Engagement on a monthly basis. It is great to be able to teach parents different techniques on how to guide the students into better school engagement. We are also working with Probation to do Parent Engagement.</p>	

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<b>New Business</b>	<p>A great presentation was done at the Children's Network Conference in regards to truancy and highlighted the work being done with the L.E.T program as far as interventions services. We are currently work with Yucaipa Unified School District. A social worker is helping their SARB team and an MOU is in process. Prior to COVID, Yucaipa Unified had the highest truancy and there were efforts to collaborate with them at that time. Unfortunately because of COVID, everything was put on pause. So hopefully we can expand with their district.</p> <p>Jennifer Cannady- The first proposal is to contract two more SSP's. One will be used to work with ARISE to help with all the programming for the success of the youth. The second SSP will be used for follow-up. The Public Defender's Office has a phone that is referenced as the 395. This phone is answered 24/7 regarding calls about youth arrested by law enforcement. Law enforcement has to consult with a lawyer first using this phone. There is a large number of calls that come in on this phone of youth that are 300. It is a great opportunity to utilize the SSP to follow-up and provide county resources and services offered through L.E.T, CASE or DBH. It would allow us to reach youth at an early age and at an early stage of the process since this would be their first law enforcement encounter.</p> <p>Diana Lovelace- We are hoping for a commitment of a 3 year contract for both SSP positions. Each position is approximately \$292,000 for the first year, with a 2% increase, for a total of \$890,000 for the 3 years. The cost include increases, vehicles, and phones provided. Generally, it is about \$150,000 per position.</p> <p>Kimberly Epps- If the group is not opposed, please send out an outline of the proposal including the budget. What I am proposing is to schedule a special session to vote on the proposals.</p> <p>Diana Lovelace- We can send out the memo including the budget and have a special session in the future.</p> <p>Jennifer Cannady- The second proposal is for a defender dog and Dave McClave will present the proposal.</p> <p>Dave McClave- The second proposal is for a therapy dog. Previously we have used a therapy dog with different youth with trauma. It has also allowed families to talk about abuse in the home and open up with us a lot more. The approximate cost for the first year is \$82,000. The working lifespan of the dog is about 7 years, in which we are requesting a 3 year contract. For year two and three, the cost is about \$32,800.</p> <p>Julie Peterson- Is the plan for the therapy dog only to be used for juveniles? What would we do if the funding only goes for the three years?</p>	SSP's Proposal Presentation – Public Defender's Office

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<b>Public Comments</b>	<p>Dave McClave- Yes it will be used only for juveniles as the plan is to use the therapy dog when meeting with youth who are out of custody and those in-custody at the detention facility and ARISE program.</p> <p>Diana Lovelace- We understand funding can be temporary. Our department will work hard on funding the dog within our own budget after the three year commitment because we believe the dog is worth the money.</p> <p>Kimberly Epps- The third proposal was which shows that they are requesting a floater position. They currently have an outside trades program, automotive skills, ROP and more. There are many programs in certain areas and not others. The concept of the proposed position is for the person to travel to the areas where the program is not offered and do a pop-up vocational training skills class. The funding would be for a period of 3 years. A CTE is attached to the memo which reflects their highest step paid. The JJCC would fund the other half of this position bringing it to a full time position. It would support services to all DRC's. It would further expand services in the Victorville area as well. We will advise Scott Wyatt to add in the memo how much will be specifically funded through JJCPA. This proposal will also be presented in the special session along with the other two proposals from the Public Defender's Office.</p> <p>There were no public comments.</p>	
<b>Next Meeting</b>	Meeting Adjourned at 3:00 pm. Next meeting is scheduled for January 25, 2022.	