

**SAN BERNARDINO COUNTY PROBATION DEPARTMENT  
JUVENILE JUSTICE COORDINATING COUNCIL**  
Probation Administration, 175 West Fifth St., 4<sup>th</sup> Floor, Room 401

April 25, 2023  
Minutes

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

**COORDINATOR: Thomas Shiley DDI (909) 387-7353**

**PRESENT:** Tom Shiley, Kim Epps, Don English, Claudia Walker, Chris Deveau, Cynthia Wallace-Guerrero, Daniel Edber, Robert Brown, Robert Saldana, Jeany Zepeda, Henry Rosas, Thomas Kamara, Rasha Habib, Michele Morales, Jeanetta Mitchell

Agenda Items	DISCUSSION	ACTION/SPEAKER
<b>I. Welcome &amp; Introductions</b>	Meeting was called to order at 1:34pm.	T. Shiley
<b>II. Review &amp; Approve Minutes of 1/31/23 meeting</b>	It has been moved and seconded that the Jan. 31, 2023 meeting minutes are approved.	1 <sup>st</sup> Motion - Don English 2 <sup>nd</sup> Motion - Jeany Zepeda
<b>III. Review &amp; Approve Annual Report</b>	8 Yays: R. Brown, C. Deveau, D. English, R. Saldana, J. Zepeda, D. Edber, C. Wallace-Guerrero, K. Epps. 0 Nays. The JJCC Annual Report for fiscal year 2023-24 has been approved.	T. Shiley
<b>IV. Financial Report</b>	3 <sup>rd</sup> Quarter Report Highlights: Projecting 88% expenditure end of year. Project that all appropriations for the LET Program, Public Defender and DA will be fully expended. Revenues are coming in as planned, fund balance will grow to over \$19 million projected at the end of this fiscal year.  K. Epps – The revenue went from \$16 million to \$19 million, serious proposals are needed. It was approved to forgo billing school districts for POs for 3 years in a row in an effort to partially expend reserves. Examples of proposals: <ul style="list-style-type: none"> <li>• CFS propose \$1.2 million for a pilot Family Resource Center over a 3-year period. possibly an RFP, to encumber perhaps \$3 million over 3 years. They would send out an RFP to say this is what they have for the contract, people can respond to that RFP because of having a contract, and if something goes wrong with our funds, they can terminate the contract.</li> <li>• Scott Wyatt (absent) previously talked about increasing instructors for additional Vocational Programs.</li> <li>• Public Defender contracted an additional social/practitioner worker.</li> </ul> Please consider other concerned ideas. Look at what other counties are doing that have reserves.	T. Kamara

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<p><b>V. Probation Updates</b> <b>a. Brown Act</b></p>	<p>D. English - Schools have not been adequately staffed due to PO shortages. Would having had fully staffed schools put a dent in the budget? What constitutes a proposal that would be accepted?</p> <p>T. Kamara - Use of reserves are for one-time funding, therefore we would not be able to use reserves to fund ongoing staffing. The total resources amount on the Financial Report is incorrect, should reflect \$11,593,366; will correct and resend to the committee.</p> <p>K. Epps - Probation is in a staffing crisis, PCOs were pulled from external programs to Juvenile Hall and POs are being sent back to Juvenile Hall for 30-day rotations.</p> <p>C. Walker – Questioned additional funding. T. Kamara – Responded that no additional funding is coming in.</p> <p>K. Epps – Will receive Proposal Guidelines soon and will send out to the committee. The representative for the Dept. of Rehabilitation has consistently said that we have monies for young adults in detention, it may be beneficial for schools with high referrals to have CFS-contracted social workers present. Family Resource Centers are effective in working with offenders. Another suggestion is placing kids in summer-hire programs.</p> <p>C. Wallace-Guerrero - Vocational training is essential to society, leads youth to better jobs and self-worth. Blending with the Resource Center in training with component classes in the evening possibly 2 days a week, offering gardening, makes them care for things and feel responsible. Forensics is also a great suggestion.</p> <p>T. Kamara – We currently have a proposal for an adult anti-recidivism program which will contract out services and bring into our centers community-based organizations. Hiring staff for vocational trainings would require being written into the contract specifically to allow use of one-time funding.</p> <p>D. Edber - Vocational training is a fantastic idea, youth would then have experience when released.</p> <p>K. Epps - Will reach out to Work Force Development. Recommended convening a special meeting to discuss proposal and guidelines.</p> <p>Saldana: Day Reporting Centers project to be 56% expended. If the committee is open to making changes to some of these funding programs it will better allow for using this allotted money.</p> <p>Brown Act: SB2647: Writings Regarding Items on Public Session Agenda</p>	<p>Tabled to Next Meeting</p>

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<b>VI. Public Defender LET Updates</b>	No updates to report.	D. Edber
<b>VII. DA LET Updates</b>	<p>This quarter I met with over 400 families. Kids are returning to school, however barriers continue to be kids with mental health and emotional issues whereby we provide support. Incentives: gave alarm clocks which proved very helpful, along with gift cards to kids who have made improvements. Homelessness is an issue. Taught various programs: Truancy, Teen Domestic Violence and Sexting classes, Civil Liberties as well as Safety classes. Participated in Operations Through Recovery. The Pandemic exacerbated mental health, emotional and social issues.</p> <p><b>SARB Meetings:</b></p> <ul style="list-style-type: none"><li>• I attended SARB meetings across the Desert Division jurisdiction, including Trona, Baker, Needles, Lucerne Valley, Barstow, Silver Valley, Snowline, Hesperia, Victor Valley Union High School District, Victor Valley Elementary School District, and Apple Valley.</li><li>• We saw some common themes for why students are missing school, including concerns with mental health, substance abuse, transportation issues, and lack of motivation.</li><li>• We have seen instances where domestic violence within the home has greatly affected student’s attendance. Some students experienced homelessness or temporary homelessness after domestic violence incidents. Having these conversations at the SARB meetings has allowed the panels to offer resources, give information about local community groups that can support those families, as well as offer Victim Services information within the District Attorney’s Office. We are then better able to understand the root of the problem, and provide support to families for improving attendance.</li><li>• Each school district offers some kind of mental health support- and these supports were offered in the SARB meetings. Many students expressed to the SARB panels that they have been struggling with mental health issues, and we have been successful in getting those referrals for counseling/therapy.</li><li>• Some school districts have began citing parents for their violation of SARB contracts. This citation is usually given after months (even years) of trying to work with the parents to get their children to school. It is the last resort, as the goal is not for the process to be punitive, but rather rehabilitative.</li></ul>	H. Rosas  R. Brown read notes on behalf of J. Roth

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	<p><b><u>Presentations:</u></b></p> <ul style="list-style-type: none"> <li>I taught a class on Criminal Justice/Juvenile Justice and Truancy for the S.H.O.C.K. Program- Spring 2023 Class. The program is run by the Apple Valley Police Department and works with at-risk youth to provide structure, support and education. I presented to a group of about 20 students- ranging from middle schoolers to high schools. We discussed the criminal justice system, as well as truancy and juvenile law issues.</li> </ul> <p><b><u>Upcoming:</u></b></p> <ul style="list-style-type: none"> <li>I will be presenting at “Law Day” at Oak Hills High School in May 2023. At this event, I’ll set up a LET information booth and will speak with students about how I became a Deputy District Attorney, as well as truancy related information.</li> <li>I will be presenting at Barstow Unified School District’s SARB graduation ceremony in May 2023. We will be celebrating students who have greatly improved their attendance.</li> </ul> <p>I will work a LET information booth at the Community Resource Fair at SELPA- CA HELP (California Association of Health and Education Linked Professions) in Apple Valley.</p> <ul style="list-style-type: none"> <li>I met with the families of approximately 275 students who were referred to a SARB panel. This is an increase of just over 100 students from the previous quarter. The issues that come up most frequently are physical and mental health issues that have not yet been addressed with a treatment plan, parents unaware of the legal implications of truancy and what is considered an excused/unexcused absence or excessive absences, and student behavior issues. Many students are also caught in a cycle of avoiding school because they don’t understand the material, but they can’t learn the material if they’re not there, so they continue to fall further behind. There have also been a handful of students dealing with major addiction issues and 1-2 who appeared to be on the cusp of being recruited into human trafficking.</li> <li>We received 557 direct referrals from the Chaffey Joint Unified High School District.</li> <li>I received nominations for 6 students to receive gift card and recognition incentives for improved attendance post-SARB, from the Chino and Rialto school districts. One of the students nominated has had a 100% attendance rate since her SARB meeting.</li> <li>I conducted 2 group SART presentations for Chino Valley Unified School District, at both the elementary and high school levels. These presentations are intended as an early intervention for families that are truant, but not yet at a chronic level, with the hope it will help families avoid being referred to a SARB panel.</li> <li>I gave a presentation on the consequences of truancy to teens enrolled in the Rialto Police Department’s PRIDE Platoon, which was very well received. I also participated in a career fair at a Rancho Cucamonga middle school.</li> </ul>	<p>R. Brown read notes on behalf of Ann Marie Pierce</p>

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<p><b>VIII. Roundtable</b></p>	<ul style="list-style-type: none"> <li>• I attended 3 online workshops from various providers on the topics of chronic absenteeism and increasing family engagement. I also attended the monthly countywide SARB meeting.</li> <li>• I'm continuing to serve on the Youth Court Advisory Board and was able to connect one of the SROs from a district I work with to those in charge of Youth Court to possibly set one up in their city.</li> </ul> <p><u>Upcoming:</u></p> <ul style="list-style-type: none"> <li>• Although the school year starts to wind down over the next several weeks, SARB meetings are still going strong! Every district is trying to get support in place now, so that struggling students and their families can start off the next school year on better footing.</li> <li>• I'll be participating in the Career Fair during Law Day at the San Bernardino Justice Center.</li> <li>• Chino High School has asked to arrange a series of regular group SART meetings, starting very early in the next school year, so I'll be working with the Assistant Principal on that.</li> <li>• The Chino district has also expressed an interest in referring a few families for DA mediation due to attendance continuing to be extremely poor after their SARB meeting.</li> </ul> <p>T. Kamara - Will update the Financial Report and redistribute.</p> <p>D. English – We are still battling truancy &amp; absenteeism of African American males 30%-40%. Kids are returning to school with behavioral issues due to lack of socialization. We have upcoming graduations throughout the district/county schools.</p> <p>C. Walker - Vocational training needs to happen, good ideas have been shared.</p> <p>C. Wallace-Guerrero – Suggested putting more success stories on the Probation website.</p> <p>Bylaws will be sent out by the end of the week.</p>	
<p><b>IX. Public Comments</b></p>	<p>No public comments. Meeting adjourned 2:34pm</p>	<p>T. Shiley</p> <p>T. Shiley</p>