

**SAN BERNARDINO COUNTY PROBATION DEPARTMENT
JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION
Probation Administration, 175 West Fifth St., 3rd Floor, Room 300**

**April 10, 2024
Minutes**

CHAIR: Earl Smith, Commissioner

COORDINATOR: Nathan Clark, SPO (909) 387-7351

PRESENT: Commissioners: Earl Smith, Dr. Aaron Miller, Joyce Frevert, Dr. Frances Coles, and Dr. Erica Angle, Division Director II Kathleen Huaman, Acting Division Director I Chris Armijo, Supervising Probation Officer Mizraim Sanchez, Office Specialist Brittny Kanady

Agenda Items	DISCUSSION	ACTION/SPEAKER
I. Welcome & Introductions	The meeting was called to order at 3:32pm. Pledge of Allegiance Roll Call	Earl Smith Frances Coles
II. Review & Approve Minutes of 03/13/24 meeting	Review Minutes. Minutes approved with the removal of "Dr." on Page 2.	1 st Motion – J. Frevert 2 nd Motion – F. Coles
III. Judge's Updates	The Honorable Judge Poncin stated she would be in trial today and has no updates.	SPO Mizraim Sanchez
IV. Chief's Updates	There was a flyer handed out regarding Earth Day Community Clean Up on April 20, 2024.	DDII Kathleen Huaman
V. Coordinator's Updates	In a previous meeting there was a question about the expiration date on the volunteer identification. SPO Sanchez was able to clarify that the date shown in the volunteer identification is when each PREA training expires for the volunteers. The Commissioners all discussed that September would be a good time to possibly renew this training before it expires. In a previous meeting, there was a question about how to become a vendor for the County of San Bernardino. DDII Huaman distributed procurement guidelines obtained from the County of San Bernardino website. Commissioner Miller had a question about writing a grant regarding research on the juvenile justice system and wanted to know if he could involve the Probation Department. He was advised an answer would be provided at the next meeting.	SPO Mizraim Sanchez DDII Kathleen Huaman

SAN BERNARDINO COUNTY PROBATION DEPARTMENT

Page 2

April 10, 2024

Agenda Items

VI. Chair Updates

DISCUSSION

Commissioner Smith wants to examine and update the current bylaws. Commissioner Miller is interested in staying on the committee to help examine and update the bylaws. He has been in touch with the BSCC to see what needs to be in the document. Commissioner Smith advised the bylaws should only be about three pages. Commissioner Smith wants to be part of the committee. Commissioners Smith, Miller and Kellogg will examine and update the bylaws.

Commissioner Smith commented that the ongoing recruitment for the JDPC is going strong and a previous member is considering returning to the committee.

VII. Round Table

Commissioner Miller had questions about the Volunteer Symposium on April 20, 2024. He stated he RSVP'd for the event but can no longer make it.

Commissioner Smith stated that school is winding down and changes with families will be happening. He is concerned that there aren't enough services for mental health issues. There is a need to find resources and share information with families that need these services.

Commissioner Angle is looking into preventative resources for those from K-8. It is a difficult age to find services.

SPO Sanchez handed out brochures for the San Bernardino County Probation Department's Youth Day Reporting Centers which includes detailed information on free services offered to county residents.

DDII Huaman discussed alternatives on how to help youth that do not meet the age criteria of youth that are afforded free services through the Probation Department's AB1913 funded programs. If there is an individual(s) with an undisputed nexus to a youth that meets the age requirements, AB1913 funded services may extend to that individual(s).

VIII. Public Comments

It is noted that there were no public comments at this meeting. Meeting adjourned at 4:03pm.

ACTION/SPEAKER

Earl Smith

Aaron Miller

Earl Smith

Erica Angle

SPO Mizraim Sanchez

DDII Kathleen Huaman

Earl Smith