

**SAN BERNARDINO COUNTY PROBATION DEPARTMENT
JUVENILE JUSTICE COORDINATING COUNCIL**
Probation Administration, 175 West Fifth St., 4th Floor, Room 401
July 25, 2023
Minutes

CHAIR: Tracy Reece (909) 387-5693

COORDINATOR: Thomas Shiley DDI (909) 387-7353

PRESENT: Tom Shiley, Kim Epps, Claudia Walker, Cynthia Wallace-Guerrero, Robert Brown, Robert Saldana, Jeany Zepeda, Scott Nichols, Rasha Habib, Amber Carpenter, Kathy Gonzalez, Rebecca Irwin, Ann Marie Pierce, Briana Porras-Stephens, James Porter, Scott Wyatt, Michele Morales

Agenda Items	DISCUSSION	ACTION/SPEAKER
I. Welcome & Introductions	The meeting was called to order at 1:33pm.	T. Shiley
II. Review & Approve Minutes of 4/25/23 meeting	It has been moved and seconded that the April 25 th , 2023, meeting minutes are approved.	1 st Motion – James Porter 2 nd Motion - Jeany Zepeda
III. Financial Report	We closed out our fiscal year underspent.	S. Nichols
IV. Proposal Guidelines	<p>There is no formal process for proposals in the bylaws. The last two that we discussed were from the Public Defender’s office regarding placements and a therapy dog. Proposal Guidelines were sent to the committee via the calendar invitation.</p> <p>Epps: We would like everyone’s input; we can make changes and get said changes back to everyone by tomorrow morning. The State is taking unspent funds and moving them. Per the recent Probation Advisory Committee meeting, there is a good amount of reserve funds for kids with high threshold needs.</p> <p>Suggestion: Send proposals out 2 weeks prior to scheduled Quarterly JJCC meetings.</p> <p>“Youthful offenders age” is up to 24.</p> <p>JJCC monies are available for kids on or off probation.</p> <p>The Tri City area of Rialto, Colton and SB referred to as part of the Valley Enterprise Zone have higher levels of crime and gang-involved crime, youth would be considered at risk of entering the system.</p> <p>LA County and possibly San Diego County open monies to the public to respond to RFPs.</p> <p>Epps: We can create a template with proposal guidelines: 12-point font, not to exceed 5 pages, and send it to everyone.</p> <ul style="list-style-type: none"> • We will vote on submissions and not score them. • All proposals submissions will be on a first come first serve basis. • Create a specific email address for submissions. • Proposals should be received 30 days prior to quarterly meetings. 	T. Shiley

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V. Probation Updates	<ul style="list-style-type: none"> • No handwritten submissions. • May need JJCC county counsel representation. • If we want to open monies to people outside of this committee, we will need approval from department heads and possibly County Counsel, however, this may pose a conflict. <p>We may want to look at other counties' successful procedures for guidance.</p> <p>DCPO Epps has accepted a position with LA County Probation and expects to leave our department the first or second week of September.</p> <p>We just purchased 3,000 backpacks to give away to kids in need.</p> <p>Family First Prevention Services Act: In the past we used TIVE funds to place kids out of the home, now we can capture money to prevent placing them out of the home from the Federal Clearinghouse.</p>	<p>T. Shiley K. Epps</p>
VI. Public Defender LET Updates	<p>During this quarter, the L.E.T. Social Service Practitioner serviced 31 new clients, attended 4 Student Attendance Review (S.A.R.B.) meetings across two school districts (Fontana Unified School District and Yucaipa-Calimesa Joint Unified School District) and assisted with Parent Engagement workshops. Parent Engagement was conducted at Randel Pepper, Sequoia, and AB Miller.</p> <p>This quarter concluded the first full academic year of our Partnership with YCJUSD. The partnership has been a success thus far for students and families benefiting from access to additional resources and connections to services through the L.E.T. program. Over the upcoming school year, it will continue to expand, with L.E.T. working with Yucaipa High School to install a Parent Engagement program in the 2nd semester of the 2023-2024 school year after making initial steps in the process in the previous year.</p> <p>The Parent Engagement program incorporates a curriculum that addresses many vital life stages experienced by youth. These stages focus on preventative approaches that educate parents on the cycle of truancy, addressing many issues that may arise, as well as providing community resources and support.</p> <p>Over this quarter, Social Service Practitioners (SSP's) have connected the youth and their families to the following:</p> <ul style="list-style-type: none"> • Assistance with school enrollment for students who have been out of school for months and even years. • Connecting families with food resources • Aiding with job applications and employment options • Assistance with college applications and scholarships • Referrals to counseling agencies and mental health agencies • Referrals to mentorship programs • Assisting with access to tutoring services 	<p>B. Porrás-Stephens</p>

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<p>VII. DA LET Updates</p>	<ul style="list-style-type: none"> • Direct student mentorship through in-person and telephone/e-mail communication with the SSP and SSP Intern both in school and out of school <p>The partnerships that have been strengthened during the fiscal year are as follows: Project Fighting Chance/Young Visionaries (mentorship), South Coast Community (mental health), Shoes That Fit (shoes), Children’s Fund (Rental and Utility Assistance), and the Harvey-Mudd Homework Hotline (tutoring).</p> <p>Collaboration with C.U.T.E: Backpack Drives</p> <ul style="list-style-type: none"> • Victor Valley Rescue Mission Alliance Backpack Giveaway <ul style="list-style-type: none"> ○ Backpack Prep Event: July 18, 2023 ○ Backpack Giveaway Event: July 20, 2023 • IE Rebound Backpack Giveaway and Carnival <ul style="list-style-type: none"> ○ Vender for CUTE ○ Will provide 50+ donated backpacks to children. <p>LET: Snowline Joint Unified School District</p> <ul style="list-style-type: none"> • Met with district staff to go over the upcoming school year. <ul style="list-style-type: none"> ○ New Director of Student Intervention and Attendance: Julie Hirst, Ed. D. • Onboarding for SSP set for August. <p>Upcoming:</p> <ul style="list-style-type: none"> • Parent Engagement with Yucaipa School District • Onboarding of new PD Interns • New LET SSP <p><u>SARB MEETINGS</u></p> <ul style="list-style-type: none"> • Since the last JJCC meeting, I have attended approximately 20 SARB meetings and I have met with approximately 200 families of students. • The most common barrier to student attendance among the several school districts that I work with continues to be mental health and/or emotional issues that the students are struggling with. • Throughout the school districts we have referred many students to counseling and therapy to address such issues as anxiety, depression, and even self-harming tendencies. <ul style="list-style-type: none"> • Lack of family stability, including homelessness, continues to be another barrier for many families struggling to get students to go to school. • Students and parents were referred to Truancy classes, Parenting classes, counseling, and tutoring. <p><u>INCENTIVES</u></p>	<p>A. Pierce</p>

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	<ul style="list-style-type: none">• I distributed alarm clocks to students from two different school districts who lacked their own alarm clocks and showed improvement in their attendance.• I distributed approximately 41 gift cards to students who have significantly improved their attendance since being placed on a SARB contract. <p><u>OTHER ACTIVITIES</u></p> <ul style="list-style-type: none">• Presented at various Career Days throughout my districts• Taught the 6-week Civil Liberties class at Cajon High School from April to May• Continued to participate in the San Bernardino Safety and Attendance Committee• Presented the Act Now training on fentanyl to the Department of Child and Family Services• Participated in the Countywide Law Day event in May• Taught at the FLIP program and attended the FLIP graduation <p><u>SARB MEETINGS AND JUVENILE OUTREACH</u></p> <ul style="list-style-type: none">- SARB Meetings will resume after schools are back in session, starting in August.- I've been working with school administrators to expand our SARB panels to include members such as school counselors, school nurses, school psychologists, and mental health clinicians. We'd like to be able to directly address issues that come up during SARB meetings with students and families.- I've had planning meetings with school administrators to map out the upcoming school year, our goals, and brainstorm creative ways to get parents and students more involved with improving attendance.- In addition to the SARB Meetings, I am working with my office to present our #ACTNOW Awareness Campaign at school sites. The presentation aims to bring education and resources to our youth regarding the dangers of drugs, especially Fentanyl. <p><u>PRESENTATIONS</u></p> <ul style="list-style-type: none">• Each summer, I work with the Millionaire Minds Kids Program in Victorville, in conjunction with the San Bernardino County Probation Department and Sheriff's Department. In June, I ran a week-long summer camp called Law and Justice Academy, for about 30 middle school and high school students. This summer academy is aimed at students who have an interest in the Criminal Justice System. They spend the week learning about various careers in law, and meet with law enforcement partners, District Attorneys, Public Defenders, and Judges. The students take a tour of the High Desert Detention Center, and meet with Probation and learn about careers in the Probation Dept. On the last day of the camp, the students perform a Mock Trial at the Victorville Courthouse. We had a great turnout this year!• I will be working at a L.E.T. information booth at the Community Resource Fair at SELPA- CA HELP (California Association of Health and Education Linked Professions) in Apple Valley in September.	R. Brown

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<p>VIII. Roundtable a. Brown Act</p>	<p>• I will be attending National Night Out events with the District Attorney’s Office. • I will be teaching a class on Criminal Justice/Juvenile Justice and Truancy for the S.H.O.C.K. Program. The program is run by the Apple Valley Police Department and works with at-risk youth to provide structure, support, and education. Twice a year, I present to a group of about 20 students-ranging from middle school to high school. We discuss the criminal justice system, as well as truancy and juvenile law issues.</p> <p>Brown Act: SB2647: Writings Regarding Items on Public Session Agenda 2/23/23 the Board of Supervisors issued a memo of modifications: Effective January 1, 2023, to establish additional requirements with respect to writings on public session agendas received and distributed to most of the board less than 72 hours prior to a meeting: All writings received less than 72 hours prior to the meeting must be posted online at the same time they are distributed. Physical copies must be made available for public inspection at the beginning of the next regular business day at the designated public office.</p> <p>We switched to continuing recruitment for Deputy DAs, as we have not been able to keep positions filled. 4 are funded by LET. We are hopeful that positions will be filled with this new effort.</p> <p>We have a few Social Services Practitioner positions opening in August at the Public Defender’s office, for adult and juvenile. If you know of any interested candidates, please let them know.</p> <p>Next year target for county schools:</p> <ul style="list-style-type: none"> • We are looking for grant opportunities for CTE instruction, will be offering 9 different CTE courses at our main sites. • Parent/Family Engagement: Combatting chronic absenteeism. • Upcoming dual enrollment affiliation agreements with Victorville Community College and Chaffey College. • Working with the Gangs and Drugs Taskforce attacking the opiate and Fentanyl crisis. 	<p>T. Shiley</p> <p>R. Brown</p> <p>R. Irwin</p> <p>S. Wyatt</p>
<p>IX. Public Comments</p>	<p>No public comments.</p> <p>Meeting adjourned 2:24pm</p>	<p>T. Shiley</p>