

**SAN BERNARDINO COUNTY PROBATION DEPARTMENT  
JUVENILE JUSTICE AND DELINQUENCY PREVENTION  
Probation Administration, 175 West Fifth St., 3rd Floor, Room 300  
February 12, 2025  
Minutes**

**CHAIR: Earl Smith, Commissioner**

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

**PRESENT:** Commissioners: Earl Smith, Edward Brantley, Dr. Frances Coles, Chanda Kellogg, Diana Martin, and Dr. Erica Angle.  
Division Director I Kyle Borg, SPO Nathan Clark, Office Specialist Brittney Kanady, and Dr. Aaron Miller

Agenda Items	DISCUSSION	ACTION/SPEAKER
<b>I. Welcome &amp; Introductions</b>	The meeting was called to order at 3:34pm. Pledge of Allegiance Roll Call	Earl Smith Frances Coles
<b>II. Review &amp; Approve Minutes of 11/13/24 meeting</b>	Review Minutes. Minutes Approved.	1 <sup>st</sup> Motion- F. Coles 2 <sup>nd</sup> Motion – E. Brantley
<b>III. Judge’s Updates</b>	N/A	
<b>IV. Chief’s Updates</b>	DDI Borg provided notice that Youth Justice Center in San Bernardino has closed while the Department transitions the building to Multidimensional Anti-Recidivism Partnership (MAP) services which is expected to open in June. All Probation staff have officially moved to the 150 building on 5 <sup>th</sup> St. Juvenile Investigations has also moved to the 150 building.	DDI Kyle Borg
<b>V. Coordinator’s Updates</b>	SPO Clark will be sending out the JJDPC Service to Youth Award nomination forms to the commission. His goal is to have the nominations back by June 1 <sup>st</sup> for everyone to review. The awards ceremony is in October. Selecting awards recipients in June will assist in the awards ceremony planning process. This will also free up time for Commissioners to conduct facility inspections earlier in the year.  All facility inspections completed in 2024 were submitted to OYCR in December. BSCC will no longer be receiving the inspections.  The Youth Accountability Board (YAB) Symposium was held last week. YAB has seven boards operating throughout the county that assist youth as part of the Probation Department’s diversion program. Program participants include youth cited for fighting on campus, theft, or a ticket for marijuana possession. For these first-time offenders, the Probation Department is required to review their case before it goes to the District Attorney’s	SPO Nathan Clark

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<p><b>VI. Chair Updates</b></p>	<p>Office to determine if youth are eligible for diversion. One of the programs that is used for diversion is the Youth Accountability Board. There are approximately 37 YAB volunteers throughout the County of San Bernardino. They work with youth and their parents to help youth reach their rehabilitative goals. Over the last year, 90% of YAB youth completed the program successfully. Some youths are now enrolled in college, and many of them are on track to graduate high school. One was accepted into the Air Force, and another was accepted into the Marine Corps. At the YAB Symposium, the volunteers are honored for all the hard work they do. Training occurred for attendees and two programs were discussed during this symposium. Some YAB volunteers have been on the board for over 30 years.</p> <p>Dr. Miller turned in his resignation due to moving out of the county. Chair Smith thanked Dr. Miller for his service on the JJDPC.</p> <p>Chair Smith asked if there were any public comments prior to the vote. There were no public comments.</p> <p>JJDPC Executive Officer Elections:</p> <p>Chair Smith reports Chelsea Ramirez stated she wanted to withdraw from being considered for the Chairperson.</p> <p>SPO Clark confirmed Commissioner Ramirez withdrew from consideration as Chairperson.</p> <p>The Commissioners held a vote for the following JJDPC Executive Officer Positions.</p> <p><b>Secretary:</b></p> <ul style="list-style-type: none"> <li>• Frances Coles (unopposed) <ul style="list-style-type: none"> <li>○ Yes – 6 votes</li> </ul> </li> </ul> <p><b>2<sup>nd</sup> Vice:</b></p> <ul style="list-style-type: none"> <li>• Joyce Frevert <ul style="list-style-type: none"> <li>○ Yes – 6 votes</li> </ul> </li> <li>• Chanda Kellogg <ul style="list-style-type: none"> <li>○ 0 Votes</li> </ul> </li> </ul>	<p>Earl Smith</p> <p>SPO Nathan Clark</p>

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<p><b>VII. Round Table</b> <b>VIII.</b></p>	<p><b>1<sup>st</sup> Vice Chair</b></p> <ul style="list-style-type: none"> <li>• Chanda Kellogg                             <ul style="list-style-type: none"> <li>○ Yes – 6 votes</li> </ul> </li> <li>• Chelsea Ramirez                             <ul style="list-style-type: none"> <li>○ 0 votes</li> </ul> </li> </ul> <p><b>Chairperson</b></p> <ul style="list-style-type: none"> <li>• Earl Smith (unopposed)                             <ul style="list-style-type: none"> <li>○ Yes – 6 votes</li> </ul> </li> </ul> <p>Ms. Martin stated that she served on the Youth Accountability Board with Dr. Miller and introduced him to JJDC. She wanted to congratulate him on his new house.</p> <p>Ms. Coles states that it has been a pleasure working with Dr. Miller. She will be in New Zealand for the month of March.</p> <p>Mr. Brantley will be attending a nonprofit for those who are wanting to start businesses or have businesses already and to get resources. There will be two trainers at the Rialto Senior Center on February 20<sup>th</sup>, February 27<sup>th</sup>, March 6<sup>th</sup>, and March 14<sup>th</sup>.</p> <p>Mr. Smith wanted to thank Dr. Miller for his input while being a commissioner. Mr. Smith attended the Human Trafficking Symposium, and it was good.</p> <p>Mr. Clark stated he is looking at Bylaw revisions. He will have them at the next meeting to discuss.</p> <p>Mr. Borg thanked Dr. Miller for his service on the committee.</p> <p>There were no public comments at this meeting.</p> <p>Meeting adjourned at 4:26pm.</p>	<p>Diana Martin</p> <p>Frances Coles</p> <p>Edward Brantley</p> <p>Earl Smith</p> <p>SPO Nathan Clark</p> <p>DDI Kyle Borg</p>

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