



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE PROBATION COMMISSION
LOS ANGELES COUNTY PROBATION TRAINING CENTER**



WebEx On-line Session

Thursday, June 25, 2020

10:00 AM

Present: President Joe Gardner, Commissioner Levine 1st Vice President, Commissioner Swartz 2nd Vice President, Commissioner Meredith, Commissioner Herbon, Commissioner Seaver, Commissioner Martinez-Sonoqui, Commissioner Butler, Commissioner Yamashiro, Commissioner Caster, Sheila Mitchell, Thomas Faust, Robert Smythe, Dalila Alcantara, Mark Garcia, Jennifer Kaufman, Anna Garcia and Jessica Ayala

Attachment: [Audio Transcript](#)

I. ADMINISTRATIVE MATTERS

Commission President Joe Gardner welcomed all and called the meeting to order. President Gardner announced that meetings are recorded and asked that everyone identify themselves prior to addressing the Commission.

1. Excused Absences: Commissioner Kaplan and Commissioner Mitchell
2. Roll Call

II. APPROVAL OF MINUTES

3. The following meeting minutes were approved:
 - May 28, 2020
 - June 11, 2020

The Probation Commission will receive, exchange, distribute information, conduct discussion and take vote and action relevant to Item 3.

III. PROBATION DEPARTMENT

4. Trailing agenda item to be addressed as information becomes known to the Probation Department.
 - Budgetary cuts by percentage
 - Where would cuts be made?
 - Freezing positions?
 - Freezing programs?
 - Delayed procurements?

- The impacts of transition of Department of Juvenile Justice (DJJ) custodies to the supervision of LA County.
 - a. Public Safety Concerns (DJJ ages goes to age 25)
 - b. Custody management (Need to increase training from current BCSC Juvenile Core Course?)
 - c. Field Supervision (Similar to how PCRS/AB109 is done or like currently done by Juvenile Field Services?)
 - d. Fiscal Impact (any state reimbursement? Cost to county? Revenue source?)
 - e. Facility needs (Upgrades for handling a higher risk population)
 - f. Anticipated numbers - 70+- as stated by Deputy Director Cotton on 6-11-2020
 - g. Types of offenses (Usually very serious) – Top three DJJ percentages and numbers
 - h. Mental Health issues
 - i. Alternatives to incarceration
- SB 889 (Proposed legislation changing minors to youth
 - a. Makes Juvenile prosecution and juvenile 19 and under
 - b. How to use facilities to keep 18+ separate from those 17 and under
 - c. Fiscal Impact due to adding 18 and 19-year-old the Juvenile System, (any state reimbursement? Cost to county? Revenue source?) • Education planning for new youth - high school diplomas for those who have not gotten already; college courses for others.
- Community service providers that they are working with to provide services both within the facilities, and once youth are released:
 - a. Job training/placement.
 - b. Mental health support.
 - c. Drug and alcohol support.
 - d. General re-entry preparation.
- Family counseling

Jennifer Kaufman, RTSB Bureau Chief, reported the following:

- On June 15, 2020 staff at Dorothy Kirby Center tested positive for COVID-19
- The Garrett cottage was quarantined; all youth and staff were tested
- Seven youth tested positive but six were A-symptomatic
- Three staff and two youth tested positive at the Aqua cottage
- The Aqua cottage has been medically isolated, and temperatures are being checked twice a day
- On June 16, 2020 a staff tested positive for COVID-19 at Camp Rocky
- The Camp was placed on quarantine and temperatures are being taken twice a day

Mark Garcia, DSB Bureau Chief, provided the following updates:

- Several pathways (Microsoft Teams, WebEx, Google duo etc.) are currently being used to virtually connect the youth with the community programs.
- In conjunction with judicial partners the BlueBox system has been reinstated to allow the youth to virtually connect with their attorneys.
- Virtual Court is still processing 30 cases per day

- Courts soft reopened on June 22nd, 2020; however, 98% of cases are still done virtually
- 30 to 40 youth are connecting virtually with their parents on a weekly basis
- The Probation Department is working with Public Health in developing guidelines to physically reopen and allow parents and community members back into the facilities
- Proposed guidelines are currently under review
- Virtual church services are streaming live
- Telemedicine – 19 workstations have been installed throughout the facilities; allowing doctors and nurses to be connected 24/7
- Telehealth installed DMH installed workstations throughout the facilities and were live on June 1, 2020

Robert Smythe, Administrative Deputy, provided a summary on budgetary curtailments and DJJ updates:

- 8% curtailment to Net County Cost
 - 44 million and 274 positions (vacant)
- Realignment of AB109
 - 11.5 million and 78 positions (vacant)
- Probation will be preparing a Supplemental Budget (due in September) intended to address unknown budgetary needs
- DJJ is planning on stopping acceptance of new youth in January 2021 and will attrition out as youth complete their programs
- Youth who attrition out will most likely be serviced by Field supervision
- Confirmation of funding amount to Counties or Probation is still unknown

Sheila Mitchell, Deputy Chief, also added the following regarding DJJ:

- DJJ is still going through the legislative process but is not part of Assembly Bill 88 and 181 (Public Safety Bill) as of yet
- A subcommittee has been formed to realign the DJJ work, including finding local community-based programs and housing in our open facilities

Tom Faust, Chief of Staff stated the following:

- Construction at Campus Gonzalez is currently on hold while budgetary alignments are being reviewed
- Ms. Mitchell as added that Brandon Nichols, Chief Deputy, is now the lead on the Gonzalez project
- Plans to transfer youth back to Campus Kilpatrick are still on schedule once repairs have been completed

Speaker(s): Jennifer Kaufman, RTSB Bureau Chief
Mark Garcia, DSB Bureau Chief
Robert Smythe, Administrative Deputy
Sheila Mitchell, Chief Deputy
Tom Faust, Chief of Staff

Action Item(s): The Commission requested an update on Camp Gonzalez by Brandon Nichols and an update on Campus Kilpatrick

The Probation Commission will receive, exchange, distribute information, conduct discussion and take vote and action relevant to Items 4

IV. GENERAL PUBLIC COMMENT

5. Opportunity for members of the public to address the Commission on items of interest within the subject matter of the Commission. Three (3) minutes are allowed, per person, on each agenda and non-agenda item with a total of 15 minutes for public comments unless the Commission sets alternative limits or other allocation of time.

None provided.

The Probation Commission will receive, exchange, distribute information, conduct discussion and take possible action relevant to Item 5.

V. BUSINESS CONTINUED FROM PREVIOUS MEETING

None provided

COMMISSIONER REPORTS AND UPDATES

Mr. Max Huntsman, Inspector General, from the Office of the Inspector General will join the next Probation Commission meeting on July 9, 2020 to speak on the facility visits and preparations in anticipation of the establishment for the Probation Oversight Commission.

The Commission stated the Probation Oversight Commission is still in the process of securing the Executive Director position.

NEW BUSINESS

The Probation Commission will receive, exchange, distribute information, conduct discussion and take possible action relevant to COMMISSIONER REPORTS AND UPDATES.

Discussion regarding proposed topics for next meeting, scheduled for July 9, 2020:

The Commission requested Deputy Director Ron Barrett to attend on June 23, 2020 to report on the percentage numbers of the actual charges that were filed against staff that were committing fraudulent use of time and to include the percentage of each facility of staff that were using FMLA time or staff that were out on IA.

LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH

Discussion with Director of the Los Angeles County Department of Mental Health, Dr. Jonathan E. Sherin regarding refining the approach to enhance safety within Probation Department facilities and improve the care of minors suffering from forms of mental illness.

VI. ANNOUNCEMENTS

Every Child Foundation will have their celebration with Homeboy Industries via video on July 15, 2020 at 11:00 a.m.

Mr. Smythe provided the Commission with an update on The Probation Department's July 6 soft opening:

Probation has a committee exploring methods and protective devices that will allow for staff to return to the offices. The soft opening will be conducted one facility/office at a time. MSB and ISD are working together securing all necessary supplies/equipment. Public Health guidelines will also be enforced.

VII. ADJOURNMENT

The meeting was adjourned at 11:39 A.M.