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## COUNTY OF LOS ANGELES PROBATION DEPARTMENT

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May 15, 2018

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

### **REQUEST APPROVAL OF THE REVISED AND UPDATED ORGANIZATIONAL RULES FOR THE JUVENILE JUSTICE COORDINATING COUNCIL AND APPOINTMENT OF FIVE AT-LARGE COMMUNITY REPRESENTATIVES**

**(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

Request approval of the revised and updated organizational rules for the Juvenile Justice Coordinating Council (JJCC) and appointment of five at-large community representatives to the Juvenile Justice Coordinating Council, as recommended by the JJCC.

#### **IT IS RECOMMENDED THAT THE BOARD:**

1. Approve the (attached) revised and updated Organizational Rules for the JJCC.
2. Approve the appointment of five at-large community representatives to the JJCC.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On December 19, 2017, your Board instructed County Counsel, in coordination with the Chief Probation Officer, as the Chair of the JJCC, to report back to your Board with revised and updated Organizational Rules for the JJCC to establish membership rules, set a quorum at 50 percent of the filled positions of the JJCC, set the terms of office for non-permanent voting members to two years, and add sections regarding purpose, duties, absences, and conflict of interest. Attached for your review and approval are the revised and

updated JJCC Organizational Rules that were developed by County Counsel, in consultation with the Probation Department.

Additionally, in accordance with the December 19, 2017 Board motion to establish a diverse governance of juvenile justice funds, the JJCC is recommending the appointment of the following five at-large community members to the JJCC:

- Marcus Castain (Coalition for Engaged Education)
- Gloria Gonzalez (Youth Justice Coalition)
- Kent Mendoza (Anti-Recidivism Coalition)
- Denice Price (New Hope Academy of Change)
- Diego Rodrigues (Alma Family Services)

The JJCC established the JJCC-Community Advisory Committee (CAC), comprised of over 400 community stakeholders, to ensure the JJCC had adequate community perspective. The JJCC-CAC was tasked with developing and implementing a process for recommending five community members to the JJCC. The selected applicants were vetted and nominated for JJCC's approval on February 22, 2018. The JJCC adopted the JJCC-CAC nominations which are being submitted to your Board for approval.

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the County of Los Angeles Strategic Plan Goal III: Realize Tomorrow's Government Today. Specifically, it will address Strategy IIB to Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability. Implementation of the recommendations will further the County's ability to coordinate, collaborate, and integrate juvenile justice strategies to reduce crime and delinquency.

### **FISCAL IMPACT/FINANCING**

There is no fiscal impact associated with this request.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with Welfare and Institutions Code 749.22, the County is required to establish a multiagency juvenile justice coordinating council to develop and implement a continuum of county-based responses to juvenile crime. The coordinating council is required to have a minimum of one at-large community representative; however, due to the nature and size of the County, the Department and the JJCC recognize the need for more community representation to establish an effective and diverse governance of juvenile justice funds.

On December 19, 2017, on motion of Supervisor Ridley-Thomas and Chair Kuehl, your Board directed the establishment of an effective and diverse governance of juvenile justice funds. Included in the motion was the addition of ten at-large community representatives, of which five were to be appointed by the Board (one per Supervisorial District), and five recommended by the JJCC for your Board's approval. Consequently, the Department is requesting your Board's approval to appoint the five at-large community representatives, as recommended by the JJCC.

In addition, Assembly Bill 1998 requires that the comprehensive multi-agency juvenile justice plan developed by the multiagency juvenile justice coordinating council, be based on programs and

approaches that have been demonstrated to be effective in reducing delinquency and addressing juvenile crime.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the revised and updated Organizational Rules and appointment of the five at-large community representatives will provide the JJCC the needed diverse governance and structure to develop a comprehensive multi-agency juvenile justice plan that provides for a comprehensive continuum of responses to juvenile crime and delinquency, in accordance with Assembly Bill 1998.

Respectfully submitted,



TERRI L. McDONALD  
Chief Probation Officer

TLM:TH:JK:sb

Enclosures

c: Executive Officer  
Chief Executive Office  
County Counsel

**ORGANIZATIONAL RULES  
OF THE LOS ANGELES COUNTY  
JUVENILE JUSTICE COORDINATING COUNCIL**

**ARTICLE I**

**NAME**

The name of this organization shall be THE LOS ANGELES COUNTY JUVENILE JUSTICE COORDINATING COUNCIL (JJCC).

**ARTICLE II**

**AUTHORITY**

This organization is authorized by Welfare and Institutions Code section 749.22 and Los Angeles County Board of Supervisors order dated November 26, 1996.

**ARTICLE III**

**PURPOSE**

The purpose of the JJCC shall be to:

1. Develop and implement a continuum of county-based responses to juvenile crime and set priorities for the use of grant funds.
2. Develop a comprehensive multi-agency plan that identifies resources and strategies for providing an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders, including strategies to develop and implement local out-of-home placement options for the offender.

**ARTICLE IV**

**DUTIES**

The JJCC shall have the following duty:

1. Assist the Los Angeles County ("LAC") Chief Probation Officer in developing a comprehensive, multiagency juvenile justice plan to provide a continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders in accordance with Welfare and Institutions Code Section 749.22 and Government Code Section 30061.

## ARTICLE V

### MEMBERSHIP

1. The Chair of the JJCC shall be the Chief Probation Officer for the County of Los Angeles. The Chair will designate an alternate who will act as Chair in his/her absence.
2. The JJCC shall be comprised of the following 27 voting members:
  - a. Permanent members shall include one departmentally designated management level voting representative from each of the following agencies and departments:
    - i. LAC Probation Department, Chair of the JJCC
    - ii. Board of Supervisors, representing the Chair of the Board
    - iii. LAC District Attorney's Office
    - iv. LAC Public Defender's Office
    - v. LAC Sheriff's Department
    - vi. LAC Department of Public Social Services
    - vii. LAC Department of Mental Health
    - viii. LAC Department of Health Services
    - ix. LAC Department of Parks and Recreation
    - x. LAC Department of Children and Family Services
    - xi. LAC Office of Diversion and Reentry, Division of Youth Diversion and Development
    - xii. LAC Office of Education
    - xiii. LAC Superior Court, Juvenile Division
    - xiv. City of Los Angeles, Mayor's Office
    - xv. City of Los Angeles Police Department
    - xvi. Los Angeles Unified School District
  - b. Non-permanent members shall be appointed by the Board of Supervisors and include the following:
    - i. One representative from a community-based drug and alcohol treatment provider, recommended by the Chair of the JJCC
    - ii. Five representatives from non-profit community-based organizations, one recommended by each Supervisorial District
    - iii. Five at-large community representatives, recommended by the JJCC
3. Terms of Service

- a. The term of service for each non-permanent member of the JJCC shall be two years from the effective date of the member's appointment.
  - b. A non-permanent member of the JJCC may not serve more than two consecutive terms of service as specified in subsection (a) of this section. Any extension to the length of service or waiver of this limitation for any individual requires authorization from the Board of Supervisors.
  - c. If a non-permanent member of the JJCC fails to attend three or more consecutive meetings without the absences being authorized by the Chair, or if the member has not arranged for an alternate member to represent him or her (as set forth in Article V, section 4), that member's term of service shall be terminated.
  - d. A non-permanent member's position on the JJCC shall become vacant upon his or her death, resignation, or removal by the Board of Supervisors. In the case of such a vacancy, the Board of Supervisors shall appoint a successor, as set forth in Article V, section 2.
4. Alternate Members
- a. A member unable to attend a meeting may designate a standing alternate, from the same department, agency, or organization as the member, as applicable, to represent the member at the meeting, in no more than one meeting per year.
  - b. The designated alternate for the member has full voting privileges while representing the absent member.

## **ARTICLE VI**

### **MEETINGS AND PROCEDURES**

The JJCC shall be governed by the Ralph M. Brown Act and all meetings shall be open to the public.

1. Regular Meetings

The JJCC will meet, at a minimum, on a quarterly basis.

2. Special Meetings

Special Meetings may be called by the Chair or a majority of the JJCC members. Notice of Special Meetings to JJCC members and the public must be as well in advance as practicable, but no less than 24 hours before the Special Meeting.

3. Quorum

A quorum shall be 50 percent of the filled positions on the JJCC.

4. Meeting Notices

Meeting notices shall be posted at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California 90012, and on the LAC Probation Department website, and shall specify the time and place of the meeting and the business to be transacted.

5. Subcommittees

The JJCC may appoint standing or ad hoc subcommittees to address issues or facilitate the JJCC's activities.

6. Agenda

The Chair, with assistance from LAC Probation Department staff, will develop an agenda for each Regular and Special Meeting. Any member wishing to place an item on the agenda must request inclusion of that item on the agenda by contacting the Chairperson or designated Probation staff member no later than one week before the scheduled meeting.

7. Robert's Rules of Order

The meetings of the JJCC shall be governed by Robert's Rules of Order, newly revised.

8. Officers and their Duties

Chair – The Chair's duties include presiding over all JJCC meetings; instructing staff on material to be presented at meetings or to respond to JJCC members' requests for information; signing communications on behalf of the JJCC; and representing the JJCC, as needed, at appearances and other events.

9. Staff

The LAC Probation Department will make staff available to the JJCC as needed to take roll, prepare minutes, etc. Other JJCC members may also volunteer staff for research, special projects, and other activities when possible.

10. Public Comment

Public comments at meetings are limited to three minutes per person for each agenda item. In the interest of facilitating the business of the JJCC, the Chair may limit the amount of time that a person may use to address the JJCC and has the discretion to extend the time based on the complexity of the issue.

## **ARTICLE VII**

### **CONFLICT OF INTEREST**

1. JJCC members shall comply with all conflict of interest laws, including, but not limited to, Government Code section 1090, *et seq.*, and the California Political Reform Act (Government Code Section 87100, *et seq.*).
2. JJCC members shall not participate in making any decision in which they have a personal financial interest.

## **ARTICLE VIII**

### **AMENDMENTS**

The JJCC's Organizational Rules are subject to approval by the Board of Supervisors. In the event that a change in the Organizational Rules is necessary, the JJCC shall recommend the amendment by majority vote to the Board of Supervisors. Any amendment to the Organizational Rules become effective upon approval by the Board of Supervisors.