



# JOINT MEETING JUVENILE JUSTICE COMMISSION DELINQUENCY PREVENTION COMMISSION



America Velasco  
Chair

## SUMMARY OF MINUTES

January 16, 2018

**PRESENT:** America Velasco, Virginia Maulfair, Jane Claar, Hillary Gaines, Dennis Dulay, Gwen Jackson-Tucker, Steve Streeter, Sandra Waterhouse, Josephine Jones, Dan Okada, Dawn Isais, Houa Yang, Chris Aland, Presiding Judge Borack, Rachel Rios, Frederick Mills, Lee Seale, Marlon Yarber, Brian Lee, Coleen Kincheloe

**ABSENT:**

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1. **CALL TO ORDER:** A quorum was present, and the meeting was convened at 10:12 a.m.
  2. **APPROVAL OF MINUTES FROM THE PREVIOUS MEETING:** Vice Chair Dan Okada motioned to approve the September minutes; the motion was seconded by Commissioner Dennis Dulay. The minutes were approved.
  3. **ANNOUNCEMENTS:** Roundtable introductions commenced.
  4. **PUBLIC COMMENTS:** NONE.
  5. **COMMENTS FROM PROBATION:** Chief Probation Officer Lee Seale welcomed Assistant Chief Probation Officer (ACPO) Marlon Yarber, Chief Deputy (CD) Brian Lee and Assistant Chief Deputy (ACD) Coleen Kincheloe. Chief Seale announced that CD Lee and ACD Kincheloe will be presenting the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex (LGBTQI) training and the Prison Rape Elimination Act (PREA) compliance audit initiatives.
  6. **YOUTH DETENTION FACILITY POPULATION REPORT:** Probation's Daily Population Report was passed out to the attendees. Commissioner Virginia Maulfair asked if Probation can break out the report to show specific data of family-based group homes. Commissioner Steve Streeter asked for Probation to break down Field Supervision data. Chief Seale indicated that he can bring Juvenile Field managers to present at DPC. He noted that all data populations are available online as well as snapshots of Probation group home statistics.

Commissioner Mills asked when the next Waiver Graduation class will be. He would like Probation to share information regarding the next graduation with the Commission so they can attend the ceremony. Chief Seale concluded that Probation will inform the Commission.

Presiding Judge Borack made an announcement regarding the Mental Health Services Act, which provides a funding stream to federal, state and county jurisdictions. She noted that the funds are no longer available to roll over and must be expended within 2 years. She further noted that the Steering Committee is asking for recommendations on prevention and early intervention services, which up to \$30Million is available to expand programs. She indicated that the funds can be used to expand the Juvenile Justice Diversion and Treatment Program (JJDTP). She will be meeting the Steering Committee as well as attending three community meetings. The first meeting will occur Thursday, January 18, 2018, to discuss utilizing the funds.

7. **AGENDA BUILDING FOR NEXT MEETING:** None.

8. **LESBIAN, GAY, BISEXUAL, TRANSGENDER, QUEER, INTERSEX (LGBTQI) TRAINING:**

ACD Kincheloe gave an overview presentation of the LGBTQI training taught by Santa Clara County Probation, to 11 of Sacramento Probation employees of all levels. She noted that the training was a 2-week Train-the-Trainer course, and the Department had since identified three instructors to provide training to our new staff during the first week of the Department's Academy. Our trainer also utilizes information provided by the Annie Casey Foundation (A Guide to Juvenile Detention Reform: LGBT Youth in the Juvenile Justice System), along with the material provided by Santa Clara County to train Juvenile Operations Division, which includes staff of the Youth Detention Facility (YDF), field, court and placement officers. Kincheloe further noted that in 2018, the Department will develop policy and implement data collection protocols relative to LGBTQI youth, which will focus more specifically on language, classification, housing, and transgender pat downs. Kincheloe mentioned that our staff are now making more conscious efforts in determining how a youth identifies himself/herself with the usage of his/her preferred name and pronoun. These efforts are best seen in the court officers report and the staff entries into the JARS system. In addition, the institutional classification officers are notating the details in the Department's Juvenile Probation Information Program system as well as relating the information to unit staff to ensure continuity of care. Kincheloe announced that the YDF Librarian has created a section in the institution library specifically dedicated to LGBTQI books and community resources. The books are specially written for LGBTQI youth, addressing issues such as family relations, peer relationships, sexual identity and other related topics. Kincheloe noted that the Training Unit has created a common vocabulary and understanding relevant concepts to share with all juvenile justice stakeholders. Probation will develop and implement policy and procedures and will display posters and signs signally to a youth we're a safe place.

Commissioner Fred Mills asked if the Department will incorporate the LGBTQI information during the reentry process. Kincheloe stated that our juvenile field officers are also receiving the training to ensure continuity of care.

Commissioner Hillary Gaines asked if the training and information will be shared cross-system and integrate the resources to providers. Kincheloe concluded that the Department will train in-house first and will extend training opportunities to our external stakeholders.

Commissioner Steve Streeter asked if the training is offered to field. Kincheloe stated that the training is offered to the individual division with 4-hour STC credit.

**9. PRISON RAPE ELIMINATION ACT (PREA):**

CD Lee spoke briefly regarding the PREA compliance audit and training and the PREA Resource Center (PRC). He discussed that the PRC is currently working on a 22-week training phase to ensure other state and local jurisdictions comply with PREA standard as well as implementing best practices. Brian stated that YDF completed a 97-page auditor’s compliance handout with the assistance and resources from our Training and Internal Affairs Units, YDF Medical Clinic and Mental Health Team, and the Sacramento County Office of Education. Brian concluded the PREA Field Training will take place at YDF for one week. After the completion of the audit and training, the PRC will provide YDF a gap analysis report, which will identify opportunity for improvement if PREA standards are not met.

Commissioner Virginia Maulfair asked YDF to bring back and share with DPC the gap analysis report produced by the PRC of the PREA audit. CD Lee stated that the gap analysis is not an actual report that is publicly shared and/or available to others. Chief Seale noted that someone at YDF will rewrite policies to ensure YDF is PREA compliant.

**MEETING ADJOURN:**

Chief Lee Seale moved that the meeting be adjourned at 11:12 a.m. Commissioner Steve Streeter seconded the motion, which was approved unanimously.

Respectfully submitted,  
Houa Yang, Administrative Services Officer I

**NEXT MEETING:**        **Tuesday, February 20, 2018 – 10:00 a.m. – 11:00 a.m.**  
Juvenile Courthouse – Walter Barkdull Conference Room #391  
9605 Kiefer Blvd., Sacramento 98527