

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION



AD HOC COMMITTEE
JUVENILE PROBATION COMMISSION
RETREAT PLANNING MEETING

Ad Hoc Committee Meeting Minutes
Wednesday, July 16, 2014 at 10:30 a.m.
Juvenile Probation Department, Main Conference Room
375 Woodside Avenue
San Francisco, CA 94127

Ad Hoc Committee Members

Susan Jones, Chair
Annie Wong

Meeting Minutes

Proceedings:

1. Roll Call
Commissioner Jones called the meeting to order at 10:36 a.m.
Present: Commissioners Susan Jones and Annie Wong.
Others Present: Chief Probation Officer, Allen Nance; Retreat Facilitator: Jeff Mori; and Alfredo Vergara-Lobo, Consultant/Coach/Trainer.
2. No Public Comments
3. Review and Approval of the Ad Hoc Committee Minutes of June 17, 2014 (ACTION ITEM)
Motion to approve Ad Hoc Committee meeting minutes of June 17, 2014 by Commissioner Wong; second by Commissioner Jones. Minutes approved.
No public comments.
4. Juvenile Probation Commission (JPC) Retreat Planning (DISCUSSION ONLY)
The Committee, Chief Nance and Facilitator Mori continued to review the draft JPC retreat agenda. Mr. Vergara-Lobo will also assist in facilitating the retreat with Mr. Mori. Chief Nance will begin with the education segment; the afternoon will cover the teambuilding/framework; followed by the "ice-breaker" questions. The Commission and Department goals were addressed, as well as the draft meta-skills wheel. The debriefing will be used to define the role of the Commissioner; the guiding principles will outline the functions (possibly retreat two); and the Orientation manual/on-line tool will be presented once finalized. Homework questions will be assigned to the Commission for retreat discussion. The legal framework, Chief Nance's draft slides, and JPD's training classes were also discussed. The Committee will wait for last Commissioner to be appointed before holding the retreat.
5. Commissioner Jones adjourned the meeting at 12:15 p.m.

For more information, contact the Juvenile Probation Commission Secretary at 415-753-7870 or visit:

Juvenile Probation Commission: <http://sfgov.org/juvprobation/juvenile-probation-commission>

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