

CITY AND COUNTY OF SAN FRANCISCO  
JUVENILE PROBATION COMMISSION



LONDON N. BREED, MAYOR

JUVENILE PROBATION COMMISSION

FULL COMMISSION REGULAR MEETING MINUTES  
Wednesday, February 10, 2021  
5:30 p.m.

**Meeting held by teleconference pursuant to the Governor's Executive Order N-29-20 and the Twelfth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency.**

**Full Commission**

Joseph Arellano, President  
Jess Montejano, Vice President  
Margaret Brodtkin  
Katherine Chu  
Daniela Maldonado  
Toye Moses  
James Spingola

Meeting Minutes

**Proceedings:**

1. Roll Call:  
Commission President Arellano called the meeting to order at 5:36 p.m.  
Present: Joseph Arellano; Jess Montejano; Margaret Brodtkin; Katherine Chu; Daniela Maldonado; Toye Moses; and James Spingola.  
  
Others Present: Katherine Miller, Chief Probation Officer.
2. No Public Comments.
3. Review and Approval of Full Commission Meeting Minutes of January 13, 2021 (ACTION ITEM)  
Motion to approve the Full Commission meeting minutes of January 13, 2021 by Commissioner Montejano; second by Commissioner Brodtkin.  
No public comments.  
AYES (7): Arellano; Montejano; Brodtkin; Chu; Maldonado; Moses; and Spingola.  
Motion approved.

#### 4. Reports to the Commission (DISCUSSION AND POSSIBLE ACTION ITEM)

##### a. Chief's Report

- Monthly Data Report by Chief Miller  
14 Youths in Juvenile Hall (See supporting document at: [https://sfgov.org/juvprobation//sites/default/files/JPC\\_Monthly\\_Report\\_Dec20\\_021021\\_PU\\_BLIC.pdf](https://sfgov.org/juvprobation//sites/default/files/JPC_Monthly_Report_Dec20_021021_PU_BLIC.pdf)).  
Commissioner Brodtkin asked about supportive housing and mental health services for youths and would like this as a future agenda item.  
Commissioner Brodtkin asked about the 25 kids in Placement and nine people caring for them and would like this as a future agenda item.  
Commissioner Moses asked about the revolving door syndrome.  
Commissioner Brodtkin expressed concern over losing beds in San Francisco and inquired about a policy to build these beds up before they lose them. She said Catholic Charities has beds and are rarely full.  
Commissioner Chu asked about placing fewer kids in out-of-county facilities and moving them closer to home.  
Commissioner Brodtkin asked about petitions that were dismissed.  
Commissioner Chu asked if it was possible to break down the dismissals separate from pure dismissals to certification of adult court.
- Juvenile Probation Department's FY 2021-2022 and FY 2022-2023 Budget Presentation by Katherine Miller, Chief Probation Officer  
Chief Miller discussed the budget per Mayor Breed's policy priorities and instructions: a general fund reduction of 7.5% within the next two years and an additional contingency reduction of 2.5%. She discussed the juvenile justice landscape and predicts the closing of Juvenile Hall will be pushed out from 12/2021. She said they have been asked to continue to plan out the costs of the Hall in their budget; they are waiting on the final Blue Ribbon Panel report on juvenile justice reform; and said the DA's office is looking at expanding the diversion initiatives. She discussed the vision and priorities; racial equity-centered goals; and budget plan. See supporting document at: <https://sfgov.org/juvprobation//sites/default/files/JP%20Commission%20FullCom%2002%20010%202021.Final.ForCommission.0.pdf>  
Commissioner Brodtkin asked about DJJ money and how it will be spent.  
Commissioner Brodtkin inquired about the 25 kids in placement and nine employees; caseload sizes; caseload size depending on the unit; CBO's services; budget and reinvestment fund.  
Chief Miller said that her understanding of the legislation is that the savings from closing the Hall will go toward a youth reinvestment fund. She said they are not there yet.  
Commissioner Montejano said the budget committee met a few weeks ago and discussed sacrifices made across the city due to deficits and he wanted everyone to know that this now puts money on reserve to make changes.  
Commissioner Chu inquired about the increased fee for "services of other departments" and the slight increase in Juvenile Hall.  
Commissioner Spingola expressed concern about staff cuts.  
Commissioner Moses expressed concern about staff retiring or moving to other departments, and he asked about knowledge capture.  
Commissioner Brodtkin inquired about funds set aside prior for Placement.
- Workforce Development Update  
Chief Miller discussed the long-term employees who are retiring: Barry Young, Probation Counselor (39 years @ Hall); David Benton, Probation Counselor (20 years @ Hall); and Lisa Smith, Probation Officer Supervisor (34 years @ Hall). Two Probation Officers are moving to Adult Probation departments: Patrick Yalon and Ray Cole. Joining the Department is Marco Castillo in Building and Grounds; and Celena Cuevas, Senior Administrative Analyst.
- DJJ Closure Update  
Chief Miller said the legislation requires each county to have a Juvenile Justice

Coordinating Council (JJCC) subcommittee to help develop a plan to close DJJ and how the Department should respond. The groups met last week and will meet next on 2/26 to review the process to bring additional voices into the committee.  
No public comments.

- b. 01-24 Finance Committee and 01-26 Programs Committee Meetings  
President Arellano said Chief Miller discussed the Finance Committee meeting in the budget presentation and he honored the employees retiring and moving to other departments for their hard work and dedication to the Department.  
Commissioner Brodtkin discussed the 01-26 Programs Committee meeting which covered the relationship between CBO's and the Probation Department and discussed the Juvenile Justice Provider's Association (JJPA's) list of recommendation.  
Commissioner Moses discussed how to reduce the high percentage of African Americans at Juvenile Hall and recommended Dion-Jay Brooker, Executive Director, Youth Community Developers (YCD) to present at the next Programs Committee meeting.  
Public Comments:  
Leslie, SF Youth Commission, asked JPC to consider the Youth Commission budget.  
Molly Brown, District One Resident, said she wanted to be sure that the youths eligible for CARC are referred to CARC. In addition, she discussed the vertical units and the pre-adjudicated numbers; and placement.  
No further public comments.
5. Review and Approval of the Juvenile Probation Department's FY 2021-2022 and FY 2022-2023 Budget (DISCUSSION AND POSSIBLE ACTION ITEM)  
Public comment:  
Molly Brown, District One Resident, inquired about the expense to house young adults over the age of 18 at Juvenile Hall since Adult Probation no longer incurs this expense. She asked if JPD and Sheriff's office discussed recouping any of these expenses.  
Motion to approve by Vice President Montejano; second by President Arellano.  
(7) AYES: Arellano; Montejano; Brodtkin; Chu; Maldonado; Moses; and Spingola.  
Motion approved.
6. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)  
Public comments:  
Dinky Enty, CJCJ, asked the JPC to follow the bylaws.  
Motion to nominate Joseph Arellano for President by Commissioner Moses;  
second by Vice President Montejano.  
AYES (6): Montejano; Brodtkin; Chu; Maldonado; Moses; and Spingola. Motion approved.  
Motion to nominate Jess Montejano for Vice President by Commissioner Chu; second by Commissioner Moses.  
AYES (6): Arellano; Brodtkin; Chu; Maldonado; Moses; and Spingola. Motion approved.
7. Future Agenda Items (ACTION ITEM)
  - Commissioner Brodtkin asked about supportive housing and mental health services for youths;
  - President Arellano suggested the Youth Commission present on their budget at the next Full Commission meeting;
  - President Arellano suggested DJ Brooker present at the Programs Committee meeting;
  - President Arellano expressed the Union wanted to present at one of our upcoming Full Commission meetings;
  - Commissioner Brodtkin recommended hearing about placement at a future meeting;

## Announcements

- President Arellano said SEI's (Form 700) are due by 4/1/21.
- President Arellano thanked Commissioner Chu for joining JPC and looks forward to having her serve on the commission.
- No public comments.

## 8. Adjournment (ACTION ITEM)

- Commissioner Moses and Commissioner Brokdin adjourned the meeting in honor of Dr. Ceasar Churchwell and former Police Officer, Art Tapia, at 8:28 p.m.

For more information, contact the Commission Secretary at 415-753-7870 or visit (copy & paste links):  
<http://sfgov.org/juvprobation/juvenile-probation-commission-meeting-information>  
<http://sfgov.org/juvprobation/juvenile-probation-commission-audio-archive>