

CITY AND COUNTY OF SAN FRANCISCO  
JUVENILE PROBATION COMMISSION



LONDON N. BREED, MAYOR

JUVENILE PROBATION COMMISSION

FULL COMMISSION REGULAR MEETING MINUTES

CARC

Wednesday, July 13, 2022

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**

Margaret Brodkin, President  
Julia Cervantes, Vice President  
Linda Martley-Jordan  
Johanna Lacoé  
Toye Moses  
James Spingola

Meeting Minutes

**Proceedings:**

1. Roll Call:  
President Brodkin called the meeting to order at 5:40 p.m.  
Present: Commissioners Brodkin; Cervantes; Jordan; Lacoé; Moses; and Spingola.  
  
Others Present: Katherine Miller, Chief Probation Officer, and Department staff.
2. Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e) (ACTION ITEM)  
Motion by Commissioner Lacoé; second by Vice President Cervantes.  
No public comments.  
AYES: (6) Brodkin; Cervantes; Jordan; Lacoé; Moses; and Spingola. Motion passes.
3. Public Comments.  
Mollie Brown, District One Resident, discussed 66 youths in Juvenile Hall. She said they have successfully completed probation but asked if they are housed, working or in school. She would like a separate report from Chief Miller to see how they are doing.

ITEM TAKEN OUT OF ORDER

6. Introduction of Assistant District Attorney, Kasie Lee (DISCUSSION ONLY)  
Casey Lee provided an update on Juvenile Unit. She discussed volume of the past two years; diverted cases; restorative justice and programs; practice of charging strikes; having victim services play a more active role; check-ins; and victim impact statements. She said more case

coordination is needed.

Vice President Cervantes asked about victims coming into courtrooms and if it competes with juvenile's interest to privacy. Casey said the court has discretion.

Vice President Cervantes asked about the dip in diversion in 2021-2022. Casey said she was not certain but serious cases are not diverted.

Commissioner Spingola asked what warrants a strike. Casey said it's a case-by-case review, but robbery and type of conduct involved can be charged as a strike.

Commissioner Spingola asked about the 120 warrants and total number.

Commissioner Lacoé said in 2018 it appeared to be 64% and in 2022 around 25%.

Commissioner Spingola asked about mental health support and follow-up. Casey said they look at assessment: initial plan, agency, what has been done, mental health needs; and review/follow-up.

Commissioner Spingola asked what can be done for more support and Casey said it is discussed in court. She feels many CBO's are underfunded and it is a whole systems issue.

Commissioner Jordan asked about the quality of services; additional measurements and upcoming changes; girls to boys' ratio and differing needs; and what can be built in. Casey said they have looked at release plans in more detail.

Commissioner Jordan asked how follow-thru is coordinated. Casey said they can make recommendations to improve outcomes and request court to meet face to face.

Commissioner Lacoé asked what they look for to release youths. Casey said they would be proactive regarding their release plan.

Public comments:

Don Stueckel, Director, Sunset Youth Services, discussed shift in DA's office and said that he supports Ms. Lee as DA at Juvenile Hall.

Denise Coleman, retiree, said she supports Casey Lee and said she has made changes to six-month cap, which helped build relationships and programs for youths.

Vanessa Ross-Aquino, HRC Commissioners, wrote in chat "Counselors in High School and community colleges should be adding this information to all students for options and the services for them are there. It's basically being redundant and make it a daily or semester briefing."

4. Review and Approval of the Full Commission Meeting Minutes of June 8, 2022  
(ACTION ITEM)

Motion by Vice President Cervantes; second by Commissioner Lacoé.

No public comments.

AYES: (6) Brodtkin; Cervantes; Jordan; Lacoé; Moses; and Spingola. Motion passes.

5. Juvenile Hall (DISCUSSION AND POSSIBLE ACTION ITEM)

Chief Miller discussed the Juvenile Justice Center Overview and Updates (see supporting document at: <https://sfgov.org/juvprobation/meeting/full-commission-july-13-2022-supporting-documents>)

- o Legal Authority and regulations that govern secured detention.

Commissioner Brodtkin reiterated that this is a jail and they are trying to keep kids from going there. She encourages all Commissioners to visit.

Public Comments:

Dinky Entry, CJ CJ, asked for clarity about school hours per day for youths. In addition, she asked about the four units and what they are being used for.

President Brodtkin said two items came out of the CJHWG report: home-like place (not current Juvenile Hall) and needs to be co-led by community and JPD.

Chief Miller discussed what they can do with the space while they have it.

- o Juvenile Hall Process: Overview on Programming and Status of New Hall

Chief Miller discussed BOS legislation excerpt, update, planning, pilot projects, alternate means of compliance, space considerations, and capacity (~ 30 beds).

Commissioner Spingola said if you request 30 beds, you are already filling them.

President Brodtkin said 12 kids has been the average since she has been on Commission.

Commissioner Moses asked if 1055 Pine Street was a residential area and about permits

and licensing. Chief Miller said it is residential and they would need to apply for permits and licensing.

Commissioner Moses asked about gardening projects and current location. Chief Miller said gardening projects was part of SFUSD and current location was undecided.

Commissioner Lacoë said it was an option to use current location for something different.

Vice President Cervantes asked if 30 beds could be available for home model/out-of-treatment. Chief Miller said it would have to be secure space.

Public Comments:

Dan McAllair, CJCJ, discussed working group recommendations for the size of Juvenile Hall; the major focus was development and better usage of alternatives, which has not yet been implemented; and said there is still a lot of work to be done before implementing a 30 bed facility when they are looking at 10 to 15 beds maximum.

Mollie Brown, District One Resident, followed-up on Dan McAllair's comments. She said the low has been 10 youths and the high has been 17; 40-50% of those youths are over the age of 18 which are driven by warrants and more scrutiny is needed on warrants to drive numbers down; youths entering Hall for short periods could have been diverted initially; and how to prevent out-of-county kids from staying so long in the Hall.

Commissioner Spingola discussed youths incarcerated and said SF has done a good job in bringing numbers down. He said CBO's need to assist more in bringing numbers down.

President Brodtkin said JPD's policies affect how many youths end up in the Hall versus informal probation.

Chief Miller made one data correction, she said they had 21 youths in Hall.

- o Co-Leadership Model

President Brodtkin said the major recommendation from CJHWG was that they need a co-leadership model with Probation and some CBO's. She wants Commission to look at progress and planning to be implemented.

- o Incident Update at Security Youth Treatment Facility (SYTF)

Chief Miller said youths were frustrated with staffing and gathered in their classroom. They conducted a peaceful protest and eventually went to their rooms. She said the Sheriff's Office was not called as previously reported.

She also discussed shared leadership: preliminary 2022-23 goal for Juvenile Hall; policy and oversight; and on-site programs.

President Brodtkin would like a planning and oversight steering committee in Juvenile Hall.

Vice President Cervantes asked if this would be a co-leadership model or a shift.

Commissioner Lacoë asked if young adults with longer stays that have opinions about programming be involved.

President Brodtkin recommended a robust planning committee, such as how do visitors have access and how CBO's get in. Chief Miller said it would be a day-to-day, working together, on smooth operations.

Commissioner Jordan suggested a stronger influence such as youths and their families, and CBO's who have been their support system.

No public comments.

7. Updates on Automon Contract and Department Programmatic Contracts by Katherine Miller, Chief Probation Officer, and Maria McKee, Director of Research and Planning (DISCUSSION AND POSSIBLE ACTION ITEM)

Maria McKee said they are seeking approval for three contracts. She discussed a preliminary proposal on how the Commission could proceed on procedures and at each meeting they will provide a short packet that will have the scope of work; fee schedule; and cover letter indicting a new contract or modification. The three contracts discussed were: AutoMon (case management system), Todd Wright (ombudsman); and Dr. Ralph Norbert (psychiatric services).

Commissioner Spingola asked about the amounts for psychiatric and ombudsman services.

Chief Miller said psychiatric services is for a specific type of treatment.

Commissioner Lacoë asked if contracts should come to Commission if Court has ordered it.

Commissioner Moses asked if they must bid for these contracts. Chief Miller said they must go through City processes.

President Brodtkin proposed Commissioners view consent calendar.

Vice President Cervantes recommended a list with start date and listed amounts of \$10,000

and up to be heard so Commissioners know where to spend most of their time. Commissioner Jordan requested information be provided prior to the meeting. Commissioner Lacoë motioned to approve contracts as listed, second by Vice President Cervantes.

No public comments.

AYES: (6) Brodtkin; Cervantes; Jordan; Lacoë; Moses; and Spingola. Motion passes.

Commissioner Lacoë motioned to adopt proposal to review each month all contracts in consent calendar format, second by Vice President Cervantes.

No public comments.

AYES: (6) Brodtkin; Cervantes; Jordan; Lacoë; Moses; and Spingola. Motion passes.

#### ITEM TAKEN OUT OF ORDER

#### 9. Reports to the Commission (DISCUSSION & POSSIBLE ACTION ITEM).

a. Chief's Report. Chief Miller discussed workforce update and Celina Cuevas discussed executive summary (referrals; admissions; length of stay; caseloads; and placement).

- Workforce Update: Bobby Uppal, Juvenile Hall Director, is stepping back to role in Probation Division. The job announcement for Juvenile Hall Director is open and available, now entitled Director of Juvenile Facilities, which includes secure and Juvenile Hall piece.

#### 8. Update on 06-21 Program Committee Meeting by Commissioner Lacoë (DISCUSSION AND POSSIBLE ACTION ITEM)

Commissioner/Program Chair Lacoë said they met and had CBO participation. She said they discussed two items for Full Commission recommendations: further examining of exclusionary criteria, reasons why kids do not go to CARC currently, and she said Chief Miller will be exploring current JPD case policy regarding kids on active probation and restrictions/options; and, creating a service provider consortium for region for out-of-county youths and a policy to serve through CARC and connect to service providers in counties where kids live or counties convenient to them. She said they will discuss 707B's, active warrants, constraint on current CARC policy regarding hours and days of week, and a 24/7 mobile unit at the next meeting. She would also like to discuss CARC referral system within SF, HUB model, traffic citations and co-leadership model at a future meeting.

No public comments.

#### 10. Future Agenda Items (ACTION ITEM)

- President Brodtkin recommended JPD Annual Report and AB12 youths in September.
- Relationship between the Juvenile Probation Department and Community-based Organizations – referrals, collaborative planning, communication, importance of role of CBO's, gaps, etc. in October.

#### 12. Adjournment

- President Brodtkin adjourned the meeting at 8:45 p.m.

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