

# County of El Dorado

Probation Department  
3974 Durock Road, 205  
Shingle Springs, CA  
530-621-5625  
[www.edcgov.us/probation](http://www.edcgov.us/probation)

## Minutes - Draft Delinquency Prevention Commission

*Heather Anderson, Member*  
*Larry Berger, Member*  
*Tracy Bunch, Member*  
*Mario Guerrero, Member*  
*Sandra Hurley, Treasurer*  
*Margaret Huscher, Member*  
*Amy Jackson, Member*  
*Jaycee Macias, Member*  
*America Mata, Member*  
*Galina Melamed, Member*  
*Teri Monterosso, Member*  
*Jodi Mottashed, Member*  
*Kassandra Orizaba, Member*  
*Hannah Ware, Member*  
*Tiffany Rolston, Honorary Member*

*Jennifer Delgado, Commission Secretary*

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Tuesday, April 20, 2021

5:30 PM

3974 Durock Rd.  
Suite 205, Shingle Springs, CA

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**PUBLIC PARTICIPATION INSTRUCTIONS:** To comply with social distancing requirements from the Governor, the Juvenile Justice and Delinquency Prevention Commission has turned to remote attendance (ZOOM) for its meetings. Members of the public who are interested in attending remotely by phone can call 877-853-5247 a few minutes prior to the start of the meeting. The meeting will be locked 10 minutes after the start time and there will be no late admittance. The Meeting ID is: 945 6981 2594 and the Passcode is: 545139171.

The Juvenile Justice and Delinquency Prevention Commission is committed to ensuring that persons with disabilities are able to participate in its public meetings. If you require accommodation please call 530-621-6510, preferably no less than 24 hours in advance of the meeting.

**PROTOCOLS FOR PUBLIC COMMENT:** Public comment will be received at the designated period as called by the Juvenile Justice and Delinquency Prevention Commission Chair. Individuals will have 3 minutes to address the Juvenile Justice and Delinquency Prevention Commission regarding specific items appearing on the meeting agenda.

If a person providing input to the Juvenile Justice and Delinquency Prevention Commission creates a disturbance by refusing to follow the Protocols for Public Comment, the Chair of the Commission may mute the speaker's phone or remove their access to the meeting.

By participating in this meeting, you acknowledge that you are being recorded.

If you need any assistance with the above directions to access the meeting, please call 530-621-6510.

## CALL TO ORDER AND ROLL CALL

**Meeting was called to order at 5:36 PM**

**Present:** 10 - Larry Berger, Teri Monterosso, Hannah Ware, Mario Guerrero, Margaret Huscher, Amy Jackson, America Mata, Galina Melamed, Heather Anderson and Sandra Hurley

**Absent:** 5 - Tiffany Rolston, Jaycee Macias, Jodi Mottashed, Kassandra Orizaba and Tracy Bunch

## PUBLIC COMMENT

*None*

## ADOPTION OF THE AGENDA

*Adoption of the Agenda*

**A motion was made by Secretary Ware and seconded by Teri Monterosso to Adopt the Agenda. The motion was approved unanimously.**

## POLICY MATTERS

1. [21-0577](#) Approval of the Minutes from the Meeting of March 16, 2021.

**Attachments:** [JJDCP DRAFT Minutes from 3-16-21 with attachments](#)

*Approval of the Minutes*

**A motion was made by Amy Jackson and seconded by Larry Berger to Approve the Minutes from March 16, 2021. The motion was Approved unanimously.**

## REPORTS

2. [21-0578](#) Judge's Comments  
Juvenile Treatment Center Superintendent  
Chief Probation Officer  
Treasurer's Report

**Attachments:** [A. 2020 fund activity statement Dunlop Fund](#)

[B. 2020 fund activity statement Friends of Juvenile Justice](#)

*Judge's comments - None*

*Juvenile Treatment Center Superintendent Kaci Smith reported out on population levels, critical incidents, use of force incidents, Child Family Team meetings, and reunification plans.*

*Chief Probation Officer Brian Richart reported out on staffing issues at the Juvenile Treatment Center, COVID protocols, Juvenile Hall construction status, and the*

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*Department of Juvenile Justice closure (Senate Bill 823).*

*Treasurer Hurley reported out on the fund activity statements (see attached).*

## NEW BUSINESS

3. [21-0579](#) Brown Act Question & Answer Session with Paula Frantz, County Counsel

**Attachments:** [Brown Act Presentation](#)

[Brown Act Video](#)

*Paula Frantz with County Counsel provided a question and answer session on the Brown Act.*

**No action taken.**

4. [21-0664](#) Commissioners to provide an introduction of their assigned partner. The Chair requested this exercise as a way for the Commissioners to get to know each other. (Chair Huscher)

Hannah Ware/Heather Anderson  
Peggy Huscher/Kassandra Orizaba  
Larry Berger/Jodi Mottashed  
Tracy Bunch/Galina Melamed  
Mario Guerrero/America Mata  
Sandy Hurley/Jaycee Macias  
Amy Jackson/Teri Monterosso

**Item Continued to May Meeting.**

5. [21-0661](#) Create a job description for the Secretary position. (Chair Huscher)

**Item Continued to May Meeting.**

6. [21-0580](#) The Mission Statement ad hoc committee would like to report out on their work product and call for a vote. (Vice-Chair Guerrero)

**Item Continued to May Meeting.**

7. [21-0662](#) Create an ad hoc committee to provide ideas to the Commission regarding the disbursement of monies from the Friends of Juvenile Justice and Dunlop Funds. (Chair Huscher)

**Item Continued to May Meeting.**

8. [21-0663](#) Combine Delinquency Prevention and Education ad hoc committees. (Chair Huscher)

**A Motion was made by Treasurer Hurley and seconded by Amy Jackson to Approve this matter. Item was Approved unanimously.**

## OLD BUSINESS

9. [21-0582](#) Ad hoc committees to report out on their progress:

Delinquency Prevention  
Outreach  
Communications  
Inspections  
Education

*Ad hoc committees gave a brief summary of their progress.*

*Vice-Chair Guerrero, Amy Jackson, and Chair Huscher reported out on the Delinquency Prevention/Education ad hoc committee. They shared that the committee intends to determine if the Probation Department is providing reports to parents of justice involved youth. They are also discussing ways to help improve collaboration on Child and Family Teams and they are putting together a resource list.*

*America Mata shared that the Outreach committee did not meet.*

*Chair Huscher indicated that the Communications committee did not meet.*

*Vice-Chair Guerrero reported out for the Inspections committee. He shared that the committee met at the Juvenile Treatment Center on April 5th and they were provided with inspection documents and given a tour of the facility. The committee will meet again to discuss the upcoming inspection.*

**No action taken.**

## ADJOURNMENT

**A motion to adjourn was made by Teri Monterosso. The meeting adjourned at 7:07 pm.**