

**CITY AND COUNTY OF SAN FRANCISCO  
JUVENILE PROBATION COMMISSION**



**LONDON N. BREED, MAYOR**

**FULL COMMISSION REGULAR MEETING  
September 13, 2023 / 6:00pm – 8:30pm**

**Southeast Community Center  
1550 Evans Avenue, San Francisco, CA 94124  
2<sup>nd</sup> Floor Visitacion Valley Meeting Room**

This meeting will be held in person as listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above, or telephonically at the number below; please see all remote public comment instructions below.

**WATCH:** <https://bit.ly/3EmTnBi>

**WEBINAR PASSWORD:** 1234

**LISTEN/PUBLIC COMMENT CALL-IN:** +1-415-655-0001

**ACCESS CODE:** 266 006 75943

**INSTRUCTIONS FOR REMOTE PUBLIC COMMENT CALLERS**

\*Public Comment can be made by phone during the virtual meeting:

1. Call 415-655-0001, enter Access Code **266 006 75943** then press "#" when asked for ID, press "#" again.
  - o To make comment, press \*3 (star, three) to raise your hand.
  - o You will hear a prompt confirming that your hand has been raised.
  - o Please wait until the Host unmutes you and allows you to speak.
  - o When it is your turn, you will then hear a prompt saying that "You have been unmuted" and you may begin your comment.
  - o Please speak only to the entire Council, and not to individual members.
  - o You will have **3-minutes** to make your public comment.

**Full Commission**

Margaret Brodtkin, President  
Johanna Lacoé  
Allison Magee  
Linda Martley-Jordan  
Toye Moses  
Manuel Rodriguez  
James Spingola

**AGENDA**

- 1. Roll call.**
- 2. Welcome by District 10 Supervisor Shamann Walton.**
- 3. Public Comment on items not on the agenda.**
- 4. Probation Department Report on the San Francisco Juvenile Justice Center – Chief Katherine Miller and Shane Thomas, Director Juvenile Facilities**

(DISCUSSION & POSSIBLE ACTION)

- a. Relevant Laws, Regulations & Population Overview
- b. Operations & Programming  
Specific Program Overview: Credible Messenger Life Coaches  
Presenters:  
Clinton Lacey, Credible Messenger Mentoring Movement  
Liz Jackson-Simpson, Success Centers of San Francisco
- c. Vision & Transformation Work
- d. Close Juvenile Hall Work Group Update

**5. Chief's Report** – (DISCUSSION & POSSIBLE ACTION)

- a. Monthly Data Report
- b. Department Operations Update
- c. Juvenile Justice System Transformation Updates
- d. Juvenile Drug Arrests

**6. Program Committee Report** - (DISCUSSION)

- a. Next Program Committee Meeting takes place September 26, 2023, 6:00-7:00pm, City Hall, #1 Dr. Carlton B. Goodlett Place, Rm. 421, San Francisco, CA

**7. President's Report** – (DISCUSSION ITEM & POSSIBLE ACTION)

- a. Introduction of new Commission Secretary, Stacey Perry
- b. 2023 JPC Retreat planning update

**8. Consent Calendar** – Submitted for a single vote without discussion unless a Commissioner so requests in which event the matter to be discussed shall be removed from the consent calendar and considered as a separate item (ACTION ITEM):

Submission of request to enter new agreement with Maerly, Inc. for pre-employment background investigation services, with a proposed term of 24-months and a not-to-exceed amount of \$75,000.

**9. Future agenda items** - (DISCUSSION & POSSIBLE ACTION ITEM)

- a. Announcements

**10. Review and Approval of the Commission Meeting Minutes of July 12, 2023.**  
(DISCUSSION & ACTION ITEM)

**11. Adjournment** (ACTION ITEM)

**PUBLIC COMMENT INFORMATION**

In addition to in-person public comment, the Juvenile Probation Commission (JPC) will hear up to 20-minutes of remote public comment on each agenda item. The JPC will hear remote public comment on each item in the order that commenters add themselves to the queue to comment on the item. Because of the 20-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Remote public comment from people who have received an accommodation due to disability (as described below) will not count toward the 20-minute limit.

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction. The Commission will hear public comment on all agenda items before, or during discussion of, the item. The Commission will also hear public comments on items not listed (see Agenda, Item 2).

The period of time allowed for public comment may be modified by the Chair in the interest of fairness to all those wishing to address the Commission. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with, or support of, statements made during public comment.

Public comment may be made:

- 1) In person at the meeting.
- 2) Remotely per the directions at top of agenda and on the JPD website.
- 3) By email to [JUV-ProbationCommission@sfgov.org](mailto:JUV-ProbationCommission@sfgov.org) if received no later than 5:00pm the Tuesday before the meeting.
- 4) By leaving voicemail at 415-753-7556. Comments submitted no later than 5:00pm the Tuesday before the meeting will be read into the record by the Secretary during the teleconference meeting and will be treated as a substitute to providing public comment by phone during the meeting.

NOTE: Persons who submit by written public comment or by voice mail in advance on an agenda item will not be permitted to also provide public comment on the same agenda item(s) by phone or in-person during the meeting.

### **DISABILITY ACCESS**

City Hall Room 408 is wheelchair accessible. Remote public participation is available upon request for individuals who cannot attend in person due to disability. Making a request to participate remotely no later than one (1) hour prior to the start of the meeting helps ensure availability of the meeting link.

Sign Language Interpretation is also available upon request. [Captions can be enabled by you using our meeting platform, WebEx.](#) If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of 4-business hours prior to the start of the meeting.

For all other modification or accommodation requests, please contact the Commission Secretary by phone at (415) 753-7556 or by email [JUV-ProbationCommission@sfgov.org](mailto:JUV-ProbationCommission@sfgov.org) at least two (2) business days before the meeting. Allowing a minimum of 48-business hours for all other accommodation requests helps ensure availability.

### **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at [soff@sfgov.org](mailto:soff@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>.