



**MINUTES  
FOR THE LOS ANGELES COUNTY  
PROBATION REFORM & IMPLEMENTATION TEAM  
MISSION AND COMMUNITY ENGAGEMENT MANDATE OF  
PROBATION OVERSIGHT COMMISSION (POC)**

**District Two Constituent Services and Training Center  
900 Exposition Boulevard, Los Angeles, CA 90007  
Los Angeles California 90012**

**Tuesday, September 25, 2018  
6:00 p.m. – 8:30 p.m.**

**Members Present:** Chairman Saul Sarabia, Member Alex Sanchez , Member Cyn Yamashiro, Member Dr. Sheila Balkan, Member Jose Osuna, Member Mack Jenkins, Member Tiana Murillo, Member Carrie Clarke, Member Sheila Williams

**Staff Present:** Terri L. McDonald, Chief Probation Officer  
Rodrigo Castro-Silva, County Counsel  
Elisa Arcidiacono, Justice Deputy, Fifth Supervisorial District  
Robert Battles, and Alisa Williams, Probation Reform & Implementation Team

**I. Registration & Refreshments**

Community members and organizations helped themselves to refreshments and snacks provided by PRIT.

**II. Welcome and Introductions**

Chairman Sarabia called the meeting to order at 6:10 p.m. and welcomed the Probation Reform & Implementation Team (PRIT) members, stakeholders and constituents. Chairman Sarabia introduced Supervisor Mark Ridley-Thomas, Second Supervisorial District.

Supervisor Mark Ridley-Thomas welcomed the PRIT members, leadership from the Department of Probation, members of the existing Probation Commission, and attendees on behalf of the County of Los Angeles Board of Supervisors. Supervisor Ridley-Thomas stressed the importance of PRIT's goals, objectives and constructive tasks over the next several months for Probation Implementation Reform and the Probation Oversight Commission (POC). Supervisor Ridley-Thomas also expressed the importance of PRIT members and the community's input, dialogue and exchange of information to move the process effectively and efficiently.

Chairman Sarabia introduced and acknowledged Mr. Robert Battles who is the Community Engagement liaison, PRIT staff member.

Mr. Battles encouraged an engagement activity by having the community introduce themselves to each other. He then welcomed and introduced each PRIT member to the audience. PRIT member Murillo took the opportunity to acknowledge Terri L. McDonald, Chief Probation Officer, Mr. Reaver Bingham and Mr. Ronald Barrett, County of Los Angeles, Probation Department.

Mr. Battles also acknowledged and welcomed community leaders from Community Coalition - A New Way of Life; The Los Angeles Regional Re-entry Partnership; Brothers, Sons and Selves; and Probation Reform Coalition.

### **III. PRIT Process and Context for September 25, 2018 Meeting**

Before presenting the process and context of the meeting, Chairman Sarabia introduced Terri McDonald, Chief Probation Officer, and expressed his support and gratitude for her involvement in this process, given her experience as a reformer and her many years of public service.

Chairman Sarabia proceeded by reminding the audience on the expectations that PRIT members are charged with: (1) the design and the establishment of a new oversight body that will serve as an advisor and a monitor of the Probation Department in its journey towards becoming the model department throughout the United States; and, 2) defining the community engagement mandate for the oversight body once it is up and running. He also provided an overview of the timeline of the goal in designing and establishing the POC.

Chairman Sarabia continued to facilitate an exercise that was aimed at encouraging the community to provide their input by answering the following questions on an index card and reminded that decisions were not going to be made at this setting, but treated as a listening and engagement session:

- What does public accountability and transparency mean to you?
- How would meaningful community engagement between you and the POC feel?

Chairman Sarabia opened the floor for community input and received various responses from the aforementioned questions.

### **IV. Overview of Community Engagement Mandate of Probation Oversight Commission (POC)**

Mr. Battles reviewed the language from the May 2018 Board Motion; and invited

Mr. Rodrigo Castro-Silva, County Counsel, to provide an overview of the Brown Act, which the POC will adhere to once established and implemented.

## **V. Community Input on Aspirations for Community Engagement Mandate of POC**

Mr. Battles facilitated several exercises to gain input from PRIT members and the community on defining what proactive, robust community engagement means. Mr. Battles then invited the PRIT members to join a table with the community to engage in conversation by answering the following questions:

- What kind of community engagement gives everyday residents and stakeholders the power to address issues impacting Departmental policy/practice or the impacts of those policies/practices on the community? (Q1)
- What kind of principles, practices, or values does the POC need to embrace to ensure robust community engagement is more than a list of recommendations?(Q2)

PRIT members worked collaboratively with the community to reflect on what kind of principles, practices or values are needed for the POC to ensure that robust community engagement is more than a list of recommendation including collaboration, transparency and accessibility.

Before introducing the next item on the agenda, Chairman Sarabia took the opportunity to introduce Elisa Arcidiacono, Justice Deputy for Fifth Supervisorial District. Ms. Arcidiacono welcomed PRIT members and the community and looks forward to working with them in the next several months on the design, establishment and implementation of the Probation Department and POC.

## **VI. POC Mission Statement Development - Overview**

Alisa Williams, PRIT Staff, introduced the topic of POC mission by reminding that one of the goals of PRIT is to develop a mission statement for the POC, and provided an overview of what a mission statement encompasses and presented two examples of mission statements from the Sheriff Civilian Oversight Commission and the Government Reform Committee. Ms. Williams indicated that the mission statement is a brief description of why an agency, department or company exists. The POC's mission statement will:

- Explain what the commission will do;
- Provide focus, direction and inspiration to the employees;
- Tell the community who it will be to its clients and stakeholders; and

- Name the expected results from the commission's work.

## **VII. Community Input on Aspirations for POC Mission Statement**

Ms. Williams facilitated several exercises and asked the PRIT members and the community to engage in conversation by answering the following questions and were asked to discuss systemic reform and think about things that may require change like training, resource needs, outcomes, family voice and choice in service delivery:

- What do better outcomes for juveniles mean to you? (Q3)
- What do better outcomes for adults mean to you? (Q4)
- What does the Probation Oversight Commission need to monitor the Probation Department? [Oversight] (Q5)
- What must change? [Systemic Reform] (Q6)

PRIT members worked collaboratively with the community to reflect on what the POC would need in order to monitor the Probation Department.

## **VIII. Closing and Next Steps**

Chairman Sarabia and Ms. Williams thanked the PRIT members and the community for participating in today's activities.

Chairman Sarabia opened the floor to PRIT members and the community to share their experience in answering the various questions posed to them.

A couple of PRIT members shared their experience and provided a brief synopsis of their group discussion and concerns. Inclusive, various individuals of the community also shared their input on their group discussions and importance of establishing a POC and implementing better services in the Probation Department.

Mr. Battles announced that PRIT will host its next community dialogue on Wednesday, October 17, 2018, "Mission and Organizational Structure of the Probation Department." Following this meeting, PRIT will then host a community dialogue on Wednesday, October 24, 2018, "Powers of the POC and Criteria for Staff/Commissioners."

The meeting was adjourned at 8:35 p.m.