

**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO**



**Michael Callagy, County Executive Officer  
Adam Ely, Deputy Executive Officer  
Judge Susan Etezadi, San Mateo Superior Court**

**Members**

- John T Keene**  
Chief Probation Officer
- Noelia Corzo**  
Board of Supervisors
- Rebecca Baum**  
District Attorney's Office
- Ziomara Ochoa**  
Behavioral Health  
and Recovery Services
- John Fong**  
Human Services Agency
- Ron Rayes**  
Private Defender's Office
- David Norris**  
Chief, Menlo Park  
Police Department
- Matthew Fox**  
Sheriff's Office
- Kris Shouse**  
County Office of  
Education
- Susan Manheimer**  
Community at-large
- Jane Smithson**  
Community at-large
- Nick Jasso**  
Youth Voice
- Johanna Rasmussen**  
Juvenile Justice and  
Delinquency Prevention  
Commission
- Community Based  
Organization Members:**
- Jessica Sanchez-  
Martinez**  
StarVista
- Margaret Hitchcock**  
Y.M.C.A.
- Melissa Poling**  
Fresh Lifelines for Youth

**\*\*\*IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE\*\*\***  
*For remote access, please refer to the public participation instructions.*

**Juvenile Justice Coordinating Council (JJCC) Meeting**

Thursday, November 21, 2024  
12:00 - 2:00 pm  
222 Paul Scannell Drive, San Mateo  
Chief's Conference Room

**MEETING AGENDA**

<b>I. CALL TO ORDER</b>	Chief John T. Keene
<b>II. PUBLIC COMMENTS</b>	Chief John T. Keene
<b>III. ROLL CALL</b>	Chief John T. Keene
<b>IV. UNFINISHED BUSINESS</b> <b>a. Approval of Minutes – August 22, 2024</b>	All
<b>V. NEW BUSINESS</b> <b>a. Comments and Updates</b> <b>b. Budget Update – None</b> <b>c. JPCF/JJCPA &amp; YOBG/JJRBG Comprehensive Annual Report</b>	Chief John T. Keene Hong Liu  Kim Gillette-ASR
<b>d. ADJOURNMENT</b>	Chief John T. Keene

**2025 JJCC MEETING SCHEDULE**

- Thursday, February 20, 2025
- Thursday, May 22, 2025
- Thursday, August 28, 2025
- Thursday, November 20, 2025

**MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES.**

Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Yanitxa Albino at least 72 hours before the meeting at (650) 400-3151 or [yalbino@smcgov.org](mailto:yalbino@smcgov.org). Notification in advance of the meeting will enable the county to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**If you wish to speak to the Committee, please fill out a speaker's slip.** If you have anything that you wish distributed to the Committee and included in the official record, please send an email before the meeting to [yalbino@smcgov.org](mailto:yalbino@smcgov.org) or hand it to Yanitxa Albino, who will distribute the information to the committee members.



### Public Participation Instructions

In 2024, the Juvenile Justice Coordinating Council (JJCC) meetings which are held in-person will also be accessible to the public by videoconference or phone.

**Join In Person Location:** 222 Paul Scannell Drive, San Mateo, CA 94402  
Chief's Conference Room

### Join Zoom Meeting:

<https://smcgov.zoom.us/j/92600278698?pwd=aXBMSXNxa0VVRZFZ5L1VtVmhJQXZkZz09>

Meeting ID: 926 0027 8698 Passcode: 411259

**OR**

Telephone: Mobile 1-669- 444-9171, Meeting ID: 92600278698#

### Instructions for Public Comment During Videoconference Meetings

If you wish to speak to the Commission during public comment, you may raise your hand using Zoom with the Reactions button at the bottom of your screen or indicate that you would like to speak if you are attending in person.

During videoconference meetings of the JJCC, members of the public may address the JJCC as follows:

### Written Comments:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [yalbino@smcgov.org](mailto:yalbino@smcgov.org).
2. Your e-mail should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 24 hours prior to the meeting, it will be provided to the JJCC members and made publicly available on the JJCC website along with the agenda. We cannot guarantee that emails received less than 24-hours before the meeting will be read during the meeting, but such emails will still be included in the administrative record of the meeting.

### Spoken Comments:

Spoken public comments will be accepted during the meeting through Zoom via videoconference or telephone. Please read the following instructions carefully:

1. The JJCC meeting may be accessed through Zoom online or via telephone.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When called, please limit your remarks to the time limit allotted.