

**M I N U T E S**

**MONDAY, March 22, 2010**

**PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION  
BUSINESS MEETING**

West Palm Beach Police Department  
Community Room  
600 Banyan Blvd., West Palm Beach

***Members Present:***

Monroe Benaim  
Steven Burdelski  
Delsa Bush  
Barbara Cheives  
Max Davis  
Mike Driscoll  
Douglas Duncan  
George Elmore  
Carey Haughwout  
Feirmon Johnson  
Beth Kigel  
Frank Kitzerow  
William Kramer  
Kathleen Kroll  
Wesley Lauer  
Michael McAuliffe  
Gerald Richman  
Carmen Veneziano  
Lee Waring

***Members Absent:***

Rosalyn Baker  
Stephen Barborini  
Flynn Bertisch  
Peter Blanc  
Sharon Bock  
Mary Brandenburg  
Ric Bradshaw  
Rolando Garcia  
Randolph K. Johnson, Sr.  
Marti LaTour  
Karen Marcus  
Luis Perez  
Charles Shaw

James Barr, Ex-Officio Executive Committee (Immediate Past Chair)

***Guests Attending:***

Vince Bonvento, County Administration  
Maureen Brickous, Pride Integrated Service, Inc.  
Roger Crane, South Palm Beach  
Michael Gauger, Palm Beach County Sheriff's Office  
Wanda Joiner, Pride Integrated Service, Inc.  
Jim Kelly, Palm Beach County School District  
Un Cha Kim, Clerk & Comptroller  
Jennifer Loyless, Public Defender's Office  
Robert Mangold, Atlantis Police Department  
Herbert Marlowe, Analytica  
Krista Marx, Court Administration  
Mary Quinlan, Court Administration

Nicole Saunders, Palm Beach Justice Service Center  
Michelle Spangenberg, Court Administration  
Louis Tomeo, Clerk & Comptroller  
Clay Walker Manalapan Police Department

**Staff Present:**

Michael L. Rodriguez, Executive Director  
Journey Beard, Crime Prevention Project Specialist  
Arlene Burton, Administrative Secretary  
Wayne English, Sr. Criminal Justice Analyst  
Shahzia Hashmi, Intern  
Katherine Hatos, Criminal Justice Analyst  
Damir Kukec, Research & Planning Manager  
Jenise Link, Sr. Criminal Justice Analyst  
Rosalind Murray, Program Development Specialist  
Brenda Oakes, Youth Violence Prevention Planning Coordinator  
Mike Szakacs, Financial Analyst II  
Candee Villapando, Criminal Justice Analyst  
Becky Walker, Criminal Justice Programs Manager

- I. Chair Barbara Cheives called the business meeting to order at approximately 8:10 a.m. Welcome was extended to members and guests.
- II. Roll call was taken and a quorum was present.
- III. Chair Barbara Cheives invited guests to introduce themselves.
- IV. The agenda was unanimously approved.
- V. The minutes of the February 22, 2010 meeting were unanimously approved.
- VI. Chairman's Comment  
There were no chairman's comments for the business meeting.
- VII. Under Executive Director's Comments, Mr. Rodriguez:
  - A. Advised members of parking facilities for the meeting.
  - B. Invited members to have their picture taken during the photo session following the annual planning meeting.
  - C. Announced the resignation of Glenna Nowalk to take effect at the end of May. He noted that her position would not be filled.
- VIII. Business Consent item(s)  
There were no business consent items.
- IX. Old Business  
There were no old business items for discussion.
- X. New Business:
  - A. Recommendation from the Juvenile Assessment Center (JAC) Donation Fund Committee for the Criminal Justice Commission (CJC):

1. To devise a process to handle the JAC Donation Account including updating the legal Agreement, account collections, future priorities and future disbursements.
2. For transfer of \$92,400 from the JAC Donation Fund to PBSO which will serve as the fiscal agent for the expenses outlined below:
  - Approval of funding for approximately 15 months to include the remainder of this fiscal year and FY 2010-11 for main entrance lobby totaling \$46,800;
  - Funding for a maintenance contract for approximately 15 months to include the remainder of this fiscal year and FY 2010-11 totaling \$41,600;
  - Audio visual equipment for the large conference room not to exceed \$4,000.

Mr. Rodriguez provided a brief background on the JAC Donation Fund and the purpose for presenting to the CJC.

Judge Kathleen Kroll added that there are a number of legal problems with past activities at the JAC and that the committee is concerned about analyzing the JAC. She said it would not be worth the time and effort to continue trying to fix the past but to instead move forward, noting that the committee had good representation from public agencies such as the Clerk and Comptroller, Sheriff's Office, Youth Corp among others. She further stated that the committee is conscious that the State is looking to fund the JAC but that the need was identified and it was felt that this would be the best way to spend the money to benefit the Center.

Mr. Feirmon Johnson commented that there are currently no security personnel in place and highlighted other issues at the JAC such as health and maintenance, which he and his three (3) probation officers have tried to address but are unable to effectively do so without available resources.

Mr. Rodriguez added that at the last JAC Donation Committee meeting, the CJC was asked to review the JAC in its entirety. The review is now being done as a first level prior to a formal evaluation.

Chair Barbara Cheives invited staff to present a report on the initial study at the full CJC meeting on April 26, 2010.

Mr. Bonvento noted that the original concept of the JAC was for the cities using the facilities to share in the cost, and inquired if this was happening.

Mr. Rodriguez remarked that the cities are not sharing the cost at this time.

After further discussion, members unanimously approved the recommendations as presented after motion by Chief Kitzerow and second by Public Defender Haughwout.

- B. Mr. Rodriguez reported that the CJC's initial budget was due for submission to the Office of Financial Management and Budget by April 5, 2010. He noted that the budget reflects CJC staff at their current level and that all the programs were at zero dollars due to the uncertainty of funding allocation at this time. He sought CJC's permission to submit the initial budget as presented, with the knowledge that changes can be made

up to July and pointed out that the CJC's budget was moving from a total of over \$5M to just over \$1M for the new fiscal year.

Finance Committee chairman, Bill Kramer remarked that the Finance Committee is seeking consensus from the Strategic Planning Committee and CJC members as they proceed with the allocation of funds for the new budget year.

Mr. Bonvento highlighted that the opportunity for presenting before the BCC budget workshops exists and that he would insure that the CJC is put on the calendar.

Public Defender Carey Haughwout expressed concern with the budget being submitted without the identification of priorities for the coming year and didn't think that preserving staff position was the best thing to do.

Mr. Kramer added that the initial budget was presented as a placeholder and that the revised budget will be based on recommendations from the CJC members.

After further discussion, members unanimously approved submission of the budget in its preliminary state, with the inclusion of a cover letter indicating that the budget will be revised to reflect member recommendations following the annual planning meeting. The Finance Committee was asked to meet and present the revised budget at the April full CJC meeting.

- XI. Under CJC Initiatives / Updates, Mr. Rodriguez reported that as part of the stimulus funding the CJC approved funds for the Justice Service Center/Reentry effort in South County. He noted that Boynton Beach was presented as the original location but that at this time, it appears it will not work and that Delray Beach would be used instead. The CJC will be working with the Toppel Foundation in their efforts in Delray Beach.

Ms. Brenda Oakes added that space was the major issue for the fall out of this initiative with Boynton Beach.

- XII. Under Members Comments, Mr. Lee Waring requested an update on the "Code of Ethics" and the implications for private sector members.

Mr. Rodriguez noted that the issue was discussed with Lenny Berger of the County Attorney's office who stated in his opinion, that this would prohibit members from having direct contract with the county, but also noted that a waiver process would be in place.

Ms. Beth Kigel informed that she received a letter from the county on the issue which included paperwork relating to potential conflicts to be filed by the end of April.

State Attorney McAuliffe suggested that Mr. Berger be invited to the next CJC meeting for a question and answer session.

There being no further business for discussion, the meeting was adjourned at 8:45 a.m., and the meeting transitioned into the annual planning meeting.