

**M I N U T E S**

**MONDAY, November 28, 2011**

**PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION**

McEaddy Conference Room  
12<sup>th</sup> Floor, 301 N. Olive Avenue  
West Palm Beach

***Members Present:***

Rosalyn Baker  
Peter Blanc  
Barbara Cheives  
Douglas Duncan  
George Elmore  
Carey Haughwout  
Feirmon Johnson  
Randolph K. Johnson, Sr.  
William Kramer  
Kathleen Kroll  
Wesley Lauer  
Michael McAuliffe  
Mary Olsen  
Gerald Richman  
Valentin Rodriguez  
Chuck Shaw  
Priscilla Taylor  
Carmen Veneziano  
Lee Waring  
Clarence Williams

James Barr, Ex-Officio Executive Committee

***Guests Attending:***

Jim Kelly, PBC School District  
Bea Lovelace, Clerk and Comptroller (for Clerk Bock)  
Jennifer Loyless, Public Defender's Office  
Geoff Sluggett, Sluggett & Associates

***Staff Present:***

Michael L. Rodriguez, Executive Director  
Arlene Griffiths, Administrative Secretary  
Katherine Hatos, Criminal Justice Analyst  
Jenise Link, Sr. Criminal Justice Analyst  
Brenda Oakes, Youth Violence Prevention Planning Coordinator  
Craig Spatara, RESTORE Initiative Program Manager

***Members Absent:***

Stephen Barborini  
Mack Bernard  
Sharon Bock  
Ric Bradshaw  
Steven Burdelski  
Mike Driscoll  
Rolando Garcia  
Nellie King  
Marti LaTour  
John McKenna  
Susan Yoffee

Becky Walker, Criminal Justice Programs Manager  
Kathryn Aguila, Student Intern  
Renita Damgajian, Temporary Staff  
Pamela Williams, Temporary Staff

- I. Chair Barbara Cheives called the meeting to order at approximately 8:05 a.m. Welcome was extended to members and guests.
- II. Roll call was taken and a quorum was present.
- III. Chair Cheives invited guests to introduce themselves.
- IV. The agenda was unanimously approved after motion by Mr. Douglas Duncan and second by Mr. Randy Johnson.
- V. The minutes of the October 24, 2011 meeting were unanimously approved after motion by Commissioner Priscilla Taylor and second by Mr. Randy Johnson.
- VI. Under Chairman's Comments, Chair Cheives:
  - A. Announced the CJC's annual meeting to be held at the West Palm Beach Police Department, 1<sup>st</sup> floor community room - 600 Banyan Boulevard, West Palm Beach, on Monday, December 12, 2011 from 8:00 a.m.
  - B. Extended best wishes to Stephen Barborini on his retirement from the Bureau of Alcohol, Tobacco and Firearms (ATF) on December 31, 2011. Stephen has been the ATF's representative on the CJC since January 2008.

Chair Cheives commented on her attendance at Chief Delsa Bush's retirement ceremony at the Police Department, and noted that she and Stephen Barborini would be recognized as CJC's retirees of the annual meeting in December.
- VII. Under Executive Director's comments, Mr. Rodriguez welcome back Damir Kukec from extended medical leave.
- VIII. Business Consent Item  
There was no business consent item.
- IX. Old Business:
  - A. Mr. Rodriguez reported that the Bylaws Committee met as requested by the CJC to review the conflicts between the ordinance and the bylaws with respect to time served as officers. He presented the recommendation by the committee as outlined below:

## **ARTICLE I**

### **Section 4. Private Sector Membership**

- A) Twelve (12) persons nominated by the Palm Beach County Economic Council, but not necessarily members of the Economic Council, and confirmed by the Board of County Commissioners of Palm Beach County. These persons shall be representative of all segments of Palm Beach County, Florida.
- B) Private sector members shall be appointed for a three-year term, with said term commencing on January 1 for the first year of appointment and expiring on December 31 of the third year. ~~Private sector members may be appointed to serve two (2) consecutive terms of three (3) years each. After a one year (1) absence, a member may reapply for membership. The recommendation of the Economic Council to be reappointed to the CJC after completion of two consecutive terms will remain a requirement.~~

**ARTICLE III**  
**Section 1. Officers**

The officers of the Commission shall be members and consist of a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Chair and Vice-Chair shall be elected from the private sector and the Vice Chair may be re-elected for one (1) additional term. The term of the Chair shall be for two (2) calendar years beginning January 1 following the year of his/her election by the Commission. If for any reason, including death, illness, or personal cause, the Chair is unable to serve his/her full two-year term, the Vice-Chair shall assume the duties of Criminal Justice Commission Chair for the remainder of the original Chair's term. The Commission from time to time may elect or appoint other officers, assistant officers and agents who shall have such authority to perform such duties as the Commission prescribes. Each officer shall hold office until that individual's successor is elected and has qualified. The failure to elect a Chair, Vice-Chair, Secretary or Treasurer shall not affect the existence of the Commission. ~~Years served as Chair, Vice Chair, Treasurer, and Secretary of the Commission shall not be considered as time served as a member of Section 4 (b) of Article I.~~

Members unanimously approved changes to the bylaws as recommended by the committee after motion by M. Randy Johnson and second by Mr. George Elmore.

Chair Cheives thanked the Bylaws Committee for the work done.

- B. Mr. Rodriguez reported that the CJC has a balance of approximately \$51,000 in reserves from the Drug Abuse and the Crime Prevention Trust Funds that can be reallocated. He noted that staff would be reviewing other grants to determine if there are other unallocated dollars, but indicated that a meeting of the finance committee would be convened to allocate same. He said that his recommendation to the finance committee would be to reallocate these funds to civil drug court for the upcoming fiscal year. This would bring them up to par with all the other drug courts while providing funding for another year. He further noted that the Drug Abuse Trust Funds are restricted to certain uses and would make sense.

X. New Business

Chair of the Nominating Committee, Ms. Rosalyn Baker presented the committee's recommendation as follows:

CJC officers for 2012:

❖ Chairman	-	Douglas Duncan
❖ Vice Chairman	-	William Kramer
❖ Secretary	-	Carey Haughwout
❖ Treasurer	-	Lee Waring

Members unanimously approved the committee's recommendation following a motion by Mr. James Barr and a second by Mr. George Elmore.

The following members were nominated to complete the 2012 executive committee:

***Private Sector Members***

James Barr  
George Elmore  
Gerald Richman

***Public Sector Members***

Rosalyn Baker  
Peter Blanc  
Feirmon Johnson  
James Kelly  
Michael McAuliffe

***Ex-Officio***

Barbara Cheives (Immediate past chair)  
E. Wayne Gent, PBC School District Superintendent

Members unanimously approved the committee's recommendation following a motion by Mr. Randy Johnson and a second by Mr. James Barr.

XI. CJC Initiatives/Updates

A. County Probation

Mr. Rodriguez provided an update on the Request for Proposals for the County's misdemeanor probation services. He reported that a mandatory pre proposal bid conference was recently held where interested parties met with himself and the Purchasing representative regarding the service and the scope of work as well as the general purchasing process. Six vendors attended the conference, and he noted that additional information will be distributed to them and other interested bidders by the first week December. The deadline for receipt of submittal is December 13, 2011, and the first meeting of the selection committee is scheduled for January 6, 2012. Recommendations from the selection committee will then be submitted to the CJC for consideration.

Chief Judge Blanc inquired if there were any prohibition against having more than one provider. Mr. Rodriguez responded that this was never discussed. Public Defender Carey Haughwout stated that there have been two providers in the past (Salvation Army and the County). Mr. Rodriguez will speak with Purchasing in this regard but noted that the RFP was already out and that he wasn't sure if that issue was addressed in the RFP.

B. Adult Education in the jails

Mr. Rodriguez provided a background on the issue which was brought up by Mr. Chuck Shaw at a previous CJC meeting. This relates specifically to educational services provided to inmates in county jails. He noted that during the last legislative session, the Florida Department of Education changed the way some of these programs are funded. He said that the Sheriff's office and the Department of Education's guidelines require inmates to prove Palm Beach County residency to avoid paying out of state residency, higher cost than in county residency. He further noted that the Sheriff's office has agreed to pay the tuition out of their Inmate Welfare Fund and that the services will be

reinstated as of January 2012.

He outlined the procedures involved and requested direction for staff to proceed with this issue.

After further discussion on the issue, a decision was reached for Mr. Rodriguez to get the Sheriff's feedback on whether the CJC should pursue this issue, to determine who else is looking at it, and what other counties are doing. He will report back to the CJC.

C. CJC Program Measurements

Mr. Damir Kukec reported that the newly appointed committee, chaired by Mr. Lee Waring recently met and reviewed the scope of work of the committee with a view to develop a simpler way of presenting the programs being funded and the performance of each program. He noted that the next step is to present a report in early January which will speak to program ranking and the programs performance for FY2010, as well as a comparison with performance for FY2011.

Mr. Waring added that the volume and inconsistency of the information received was an area looked at by the committee. He said that a decision was made to create a scale from 1 to 10 for staff to work with in evaluating the programs. The committee would ultimately determine based on the Commission's priorities, the areas to focus and compare the results accordingly. He also noted that the committee will seek to provide more consistency to the groups involved to better able to evaluate the programs.

State Attorney Michael McAuliffe suggested that the scale be in brackets instead of 1 to 10 to avoid spending time trying to figure out the appropriate number for each program.

Public Defender Carey Haughwout remarked about doing both a qualitative as well as a quantitative evaluation.

Mr. Kukec thanked the CJC and staff for their support during his medical absence.

D. JAC Security

Ms. Brenda Oakes reported that the Juvenile Assessment Center (JAC) security is covered for this fiscal year. She said that the original figure of \$455,000 is expected to be reduced based on the renegotiation by the Sheriff's Office with G4S. She further noted that the Department of Juvenile Justice (DJJ) Secretary responded to the CJC's request for funding assistance and indicated their commitment to funding JAC to the tune of \$77,000 on an annual basis. She stated that JAC is currently on a month to month lease with the Airport, but said that there are questions about the air quality of the building which has forced other providers to relocate. The County's Facilities

Management Department is aggressively working with other departments to relocate the JAC over to the Detention Center. She said that so far, there are a couple MOUs in place and that a sub lease is being developed between the County, the School District and DJJ for the relocation.

Ms. Oakes noted however, that a couple issues such as insufficient generators to power up all the modular have come up, but said that the County and DJJ are in the process of obtaining an engineer to take care of this and other complex issues.

Chair Cheives inquired about law enforcement's resistance to moving. Ms. Oakes said that although their issue was valid, the air quality issue is now forcing the relocation.

Mr. Waring inquired about the cost savings and whether money could be moved from operations to capital improvement. Chief Judge Blanc also inquired about the impact on the existing outdoor recreation facilities for juveniles at the Detention Center, and whether DJJ would cover any amount of short fall each year. Ms. Oakes responded that permission would be sought prior to moving funds, and remarked that the relocation will diminish the recreation space.

Mr. Johnson added that DJJ is hoping that the security cost will decrease by half with the move (a savings of approximately \$250,000). He further stated that they are looking to hire non-law enforcement staff to do the booking like is currently done in St. Lucie County to realize some savings in that area.

## XII. Member's Comments:

- A. Mr. Carmen Veneziano of the Crime Prevention Officers Association (CPOA) announced the Marian Holmes Scholarship Fund established to assist high school seniors preparing for college to study criminal justice. He reported that a total of \$2000 was distributed in 2010, but that the CPOA is in the process of launching a "booster stickers" sales ranging from \$10 to \$100 to assist with replenishing of funds. He said that their goal is to make it the biggest law enforcement scholarship fund in the county. Brochures and stickers will be available at the next CJC meeting. Members were encouraged to participate in this worthy venture.
- B. Commissioner Taylor inquired about the status of the Criminal Justice Academy that the CJC had. Mr. Rodriguez advised that a course is scheduled to begin in January 2012.

With no further items for discussion, the meeting was adjourned at approximately 9:00 a.m.