



**MINUTES  
FOR THE LOS ANGELES COUNTY  
PROBATION REFORM & IMPLEMENTATION TEAM  
KICK-OFF MEETING**

**Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 739  
Los Angeles California 90012**

**Wednesday, August 15, 2018  
3:00 p.m.**

**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 and Dardy Chen, Chief Executive Office staff, and representative for Member Sheila Williams

**Absent:** Member Sheila Williams

**I. Welcome and Introductions**

Chairman Sarabia called the meeting to order at 3:13 p.m. and welcomed the Probation Reform & Implementation Team (PRIT) Members, stakeholders and constituents who contributed to the vision and establishment of the PRIT. Chairman Sarabia introduced Supervisor Mark Ridley-Thomas, Second Supervisorial District.

Supervisor Mark Ridley-Thomas welcomed the Members and attendees on behalf of the Board of Supervisors (Board) and provided brief highlights on the key functions of the PRIT. Taylor Dudley, Children's Deputy, First Supervisorial District, also extended welcome remarks and expressed the importance and significance of the PRIT for families and adults in Los Angeles County.

PRIT Members introduced themselves and provided a brief overview of their background and experience.

**II. Community Input on Aspirations for the Implementation Process (3:55 p.m.)**

Chairman Sarabia commented on the proposed implementation process that will occur over the next six-to-eight months; and expressed the importance for stakeholders and the community to have thorough knowledge of the mandates and functions of the PRIT in relation to the Probation Oversight Commission, which will be a permanent commission.

In addition, Chairman Sarabia mentioned that to raise community awareness and

engagement, information pertaining to the PRIT is currently available on their website at [prit.lacounty.gov](http://prit.lacounty.gov).

### **III. Overview of Probation Reform and Implementation Team (PRIT) and the Probation Oversight Commission (POC) (3:56 p.m.)**

Chairman Sarabia summarized the PRIT's plan and its purpose in planning the foundation and emergence of the POC. He discussed the importance of a shared understanding of the PRIT's charge as outlined in the May 1, 2018 Board motion. Chairman Sarabia also explained that the PRIT is charged with defining the structure of the POC, which includes the following:

- Probation Commission transformation to the POC
- Synthesize/Prioritize existing recommendations to reform the Probation Department
- Draft a plan for reform to be reflected in the Probation Department's Strategic Plan

He further clarified that the establishment of the POC as an independent permanent commission with oversight of the Probation Department will be modeled similar to the structure of the Los Angeles County Sheriff Civilian Oversight Commission. The POC structure will include a commitment to community engagement and focus their charge on the following:

- Conduct investigations utilizing protocols defined by the PRIT
- Provide active oversight/monitoring
- Robust community engagement
  - Develop a community forum for complaints
  - Regular and ongoing dialog with the community, stakeholders and leaders
  - Town hall meetings

Chairman Sarabia proceeded to open up the floor for the PRIT Members to respond to questions posed by attendees.

### **IV. Sequencing and Timeline to Produce a Comprehensive Work Plan and Structure for the Probation Oversight Commission**

Chairman Sarabia provided an overview of the sequence and timeline for the POC work plan and provided an opportunity for attendees to make suggestions, or comments on the PRIT's role to define the POC's mission, authority, job description, criteria for commissioners and community engagement.

**V. Tools for Ongoing Community Input and Engagement**

Chairman Sarabia discussed and encouraged community input and engagement as it pertains to meeting locations, hours, and frequency of the meetings that will best serve the community.

**VI. Closing and Next Steps**

After various members of the public addressed the PRIT Members, which included suggesting rotating meeting locations within Los Angeles County and engagement of community based organizations, the August 15, 2018 PRIT meeting was adjourned at 5:15 p.m.

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