



# Grand Jurors' Journal

cgja.org

Volume 21, No. 2

April 2020

## TRAINING: Current Status

by Marsha Caranci

During these difficult and challenging times created by the coronavirus pandemic, the CGJA Training Committee is working hard to continue preparations for our upcoming 2020 training season.

We are also offering our support and help to current grand juries who are faced with the task of completing their work. We have sent two Eblasts to all of our Introductory Members and current jurors who are CGJA members – one with recommendations and guidelines for meeting and conducting interviews by teleconference or videoconference, and one about how to prioritize their remaining workload while still ensuring the quality of any reports released this year. You can read those Eblasts on the CGJA [website](#).

We know that the recruitment season for next year's grand juries is being extended in most counties and that impanelment may have to be delayed in some. This may impact when those juries will be available for training. The CGJA training team is prepared to remain flexible, even though our summer program has already been scheduled.

We are fortunate to be bringing on ten new trainers this year who will be learning the program and will be able to work with our veteran trainers throughout the state. Unfortunately, we had to postpone our New Trainer Orientation and Train-the-Trainer workshops that had been scheduled for early April, but we will reschedule them when possible.

Our curriculum has been extensively revised and updated for 2020 and is ready to go.

We hope to hear more in the coming days and weeks about how grand juries are coping and how the courts plan to deal with recruitment and impanelment for the next term. If you have information to share with us on this, we would love to hear from you. You can email us at [cgjatraining@cgja.org](mailto:cgjatraining@cgja.org). We have set up hashtags for social media "conversations" (see below).

## Do you use Facebook, Twitter or Instagram?

If so, check in with what is happening on the grand jury front.

We have 58 Civil Grand Juries in California (one in each county) with countless questions regarding investigations in progress, final reports being edited, and various restrictions regarding meetings.

We have created an information clearing house for California Grand Jurors' Association (CGJA) chapters, [#CGJAChapters](#), and another for sitting grand jurors and their respective legal advisers, [#CGJAGrandjurors](#). Please use these for information and idea sharing during this unusual time.

### Issue highlights

- Call for nominations
- Director responsibilities
- Starting a chapter
- Annual conference update
- Excellence in Reporting awards call
- Around the state
- 2019 financial reports

# BOARD NOMINATIONS ARE OPEN

by **Tim Hafner, Co-chair, Nomination & Elections Committee**

We invite you to consider becoming a candidate for CGJA director or recommending another CGJA member as a candidate. It is nominations time and – contrary to a popular misconception – it is perfectly OK to recommend yourself.

Every year, we elect 6 of our 12-member board of directors: 2 from each region for 2-year terms. The board establishes management-related policies, makes decisions on major association issues, and generally oversees the association's activities that are carried out mainly through board standing committees. The term of office for this election is November 2020 to November 2022. Board members can serve three consecutive two-year terms.

Being a director is a very rewarding experience. You have a direct say in how CGJA carries out its mission to promote, preserve and support the grand jury system through training, education and outreach. Plus, you will work with a group of wonderful, committed people from all over the state.

Here are the requirements. Directors (1) must be voting CGJA members on July 31, 2020, and throughout their two-year term and (2) must reside in the region represented. While not required, some experience with CGJA or its chapters (e.g., committee membership, chapter officer) is a plus.

To find out more, read the current meeting [agenda](#) and [minutes](#) of past board meetings. Board information is listed under the heading **About CGJA**. You may also wish to attend a board meeting held via computer and telephone on the fourth Tuesday of every month at 3:00 PM. Linkages to the meeting are at the top of the current meeting agenda. See duties and responsibilities on the next page.

Nominations are now open. Send an email message to [nominations@cgja.org](mailto:nominations@cgja.org).

Timeline:

May 31, 2020 - nominations close

June 15, 2020 - candidate statement deadline (for inclusion in the August edition of the *Journal*)

June 23, 2020 - ballots submitted to board

July 31, 2020 - membership closes for eligibility to vote

August 1, 2020 - voting begins

August 31, 2020 - voting ends

September 20, 2020 - ballots counted and reported to President and candidates

October 25, 2020 - results announced at annual conference and in December *Journal*

October 25, 2020 - directors introduced at the Annual Conference

Contact the following committee members for more information regarding the nomination and election process:

**North Region:** Director [Tim Hafner](#) (Humboldt), Member [Ray Frisbie](#) (Shasta)

**Central Region:** Director [Joann Landi](#) (San Mateo), Member [Carolyn Stinematos](#) (Calaveras)

**South Region:** Director [Lou Panetta](#) (Monterey), Member [Birgit Sale](#) (Orange).

## **CGJA Director Responsibilities**

### **Per the CGJA Bylaws, Article 6, Directors**

#### **Section 4. Duties**

It shall be the duty of the Directors to:

- (a) Perform any and all duties imposed on them collectively or individually by law, or pursuant to these Bylaws.
- (b) Prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the Corporation, except as otherwise provided in these Bylaws.
- (c) Supervise all officers, agents and employees of the Corporation to assure that their duties are performed properly.
- (d) Meet at such times and places as required by these Bylaws.
- (e) Register their address, including any electronic address (e.g. E-Mail or FAX), with the Secretary of the Corporation.
- (f) Approve the proposed annual ballot which includes a slate of qualified candidates for Director.
- (g) Elect officers of the Corporation.

### **Per the CGJA Policy Manual, §2.000, Board of Directors**

#### **2.013 Director Responsibilities**

- A. In addition to those duties outlined in the CGJA Bylaws, Directors shall attend all Board meetings except when excused by the President. Directors must be willing to participate in teleconference or face-to-face Board meetings at their own expense.
- B. Directors shall read and review all agenda packet items in preparation for each Board meeting.
- C. Directors shall attend the CGJA Annual Conference if possible, and shall do so at their own expense.
- D. Each Director shall be active on at least one of the CGJA's committees.
- E. Directors shall monitor and when necessary promptly respond to email and voicemail communications regarding the business of the Board and their committee(s).



## READY TO START A CGJA COUNTY CHAPTER?

by Ron Zurek, Chair  
Finance Committee

Currently, CGJA has 25 chapters operating in 27 counties (one chapter serves three counties). See a listing of these chapters on our [website](#). Each chapter operates as an independent body, with its own board of directors, as an interrelated but independent body of the California Grand Jurors' Association. To be a CGJA chapter, it must comply with certain CGJA requirements and be approved by the CGJA Board of Directors. This allows the chapter to support their local grand jury under chapter bylaws that include provisions provided in the Chapter Formation Guide (see below).

CGJA's board of directors encourages all current and former grand jurors to organize chapters as further support for California grand juries at the local level. CGJA was granted permission by the Internal Revenue Service to extend their 501(c)(3) nonprofit, tax-exemption to formally approved chapters. View and download the [Chapter Formation Guide](#) on our website.

A grand jurors' group or organization desiring to form a chapter should contact the CGJA Membership and Chapter Relations Committee (MCRC) to [membership@cgja.org](mailto:membership@cgja.org) for further guidance.

## Conference Planning Shaping Up

by Lloyd Bell, Chair  
Annual Conference Committee

Our 2020 annual conference is shaping up. It will be at the **Embassy Suites by Hilton in San Rafael** on **October 25-26 2020**. The schedule follows the well-established pattern of convening on Sunday afternoon at 1 PM and adjourning at noon on Monday. The **Marin Chapter** is the official conference host.

The conference theme is ***Celebrating Grand Jury Successes at the Local Level***, and several sessions are dedicated to it. One is an address by Dick Spotswood, a columnist for the *Marin Independent Journal*. Spotswood has covered the grand jury for many years, is a devoted supporter and has addressed previous conferences. A panel discussion will cover a variety of related topics such as implementation review practices, soliciting success stories and sharing how to successfully publicize success stories. We will have an open forum where attendees can share successes of either grand juries or chapters.

The program includes the traditional items such as the President's Report, Excellence in Reporting Awards, the Angelo Rolando Service Award winner, and chapter affairs.

Conference registration and hotel reservations are now available on our [website](#). One added attraction is that the hotel has just completed a major renovation and upgrade to further entice you to attend. To see more on that, click [here](#).

For any questions or suggestions, contact [lloyd.bell@comcast.net](mailto:lloyd.bell@comcast.net), Annual Conference Chair.

*Mark you calendars now!  
October 25-26*

# Nominations Open for Best Grand Jury Report

by **Barbara Sommer**, Chair, Excellence in Reporting Committee

Did your county's grand jury produce an outstanding report between 2014 and 2019? If sufficient time has lapsed in order to assess the report's impact, consider nominating it for CGJA's Best Report Award.

The deadline for nominations is June 30. One nomination per county, please. This nomination can be combined with or made in addition to that for the Media Coverage Award (see accompanying article). The winner will be announced at the CGJA Annual Conference in the fall.

Two best report awards were given last year. One went to Alameda County for its 2018 report titled "**Oakland's \$860 Million Crisis: Unfunded Retiree Healthcare.**" It revealed the ramifications of the crisis and led to steps toward improvement.

The other was given to the 2016 Shasta County grand jury for its report, "**The Quarter Million Dollar Typo: Words Matter,**" which led to the correction of an error that would have cost the county more than \$260,000.

Click [here](#) to view the list of previous winners.

To justify the award, the report will compete with other nominations on the general criteria shown below. Please review the points carefully and assemble the necessary documentation. The most challenging tasks are 1) writing a rationale for why the report should receive the award and 2) compiling the agency responses and supporting media reports.

- Significance of the issue, topic rationale
- Clear description of the investigation
- Findings follow from facts, recommendations based on the findings
- Clarity of language, objectivity and fairness
- Identified problems accompanied by suggested means for resolution
- Impact on the citizenry
- Difficulty of the investigation
- Media coverage
- Agency acknowledgement
- Changes resulting from the report

Nominations may be made only by a CGJA chapter or association for its county. Where there is neither, nominations may be made by a CGJA member who resides in the county.

The submission process is online at the **Excellence in Reporting webpage**. From that page, you can download printer-friendly instructions, including the specific rating criteria used by the subcommittee in evaluating the individual nominations. Submit your nomination using the NOMINATION FORM link at the bottom of the page.

# Excellence in Reporting

## Nominate for Best Media Coverage Award

by [Barbara Sommer](#), Chair, Excellence in Reporting Committee

CGJA's Excellence in Reporting Award recognizes a reporter or media entity (print or digital) that provides outstanding coverage of a grand jury's report or the grand jury in general.

The 2019 award went to the **Record Searchlight** (Redding) for its coverage of the 2015-16 Shasta County Grand Jury report "**The Quarter Million Dollar Typo: Words Matter**" (see the article on the preceding page).

Click [here](#) and scroll down to view the list of previous winners.

The deadline for nominations is **June 30**. This nomination can be combined with that for Best Grand Jury Report (see accompanying article).

Award criteria are the degree to which the nominee:

- Increased awareness of the county's current or most recent civil grand jury.
- Reported on the responses to grand jury report(s).
- Educated the community about the civil grand jury system in general.
- Covered the important bases of the grand jury report(s).
- Provided in-depth reporting vs. superficial account.
- Offered extensive reporting (e.g., one-time versus multiple accounts and/or audience reach).

Additional points will be given for information on obtaining reports and applying for and submitting complaints to the grand jury.

The nominator must provide a brief rationale for granting the award (consider the above criteria while writing it) and provide copies or links to the media coverage.

Nominations may be made only by a CGJA chapter or association for its county. Where there is neither, nominations may be made by a CGJA member who resides in the county.

You may not think of a nominee now, but you might in the future. Please keep a file of media posts (online material may disappear over time) or newspaper clippings about grand jury reports and activities.

The submission process is online at the **Excellence in Reporting [webpage](#)**. From that page, you can download printer-friendly instructions, including the specific rating criteria used by the subcommittee in evaluating the individual nominations. Submit your nomination using the NOMINATION FORM link at the bottom of the page.

## Letters

*Send your thoughts or opinions on CGJA or grand jury matters to [editor@cgja.org](mailto:editor@cgja.org).*

## News from Around the State

### ***from Alameda County*** by Janet Clark, Chapter Secretary

#### **REGIONAL MEETING**

The Alameda County Chapter is looking to get in touch with our neighbors. In January we invited chapter members from Contra Costa, San Francisco and Marin Counties to attend our annual luncheon with a speaker. We were pleased with the response. There were lots of members from Contra Costa (with whom we have worked before) and representatives from Marin and San Francisco.

We are going to explore the concept of a regional meeting with a target date of spring 2021. Our president will invite presidents from Marin, Contra Costa, San Francisco, San Mateo and Santa Clara to meet with him to determine whether there is interest in the idea of regional meetings to address local problems. Stay tuned.

#### **SUPPORT FOR SITTING JURY**

The Alameda County Chapter showed its support for the sitting jury by offering scholarships for a maximum of four jurors to attend a CGJA Writing Workshop. We were very pleased when four jurors did attend the workshop, in spite of PG&E and weather problems.

President Scott Law presented checks to the jurors at one of the jury's regular meetings. We wondered if they really felt the workshop was worthwhile. The four said they were setting up a mini-workshop for the rest of the jurors.

Scott also used this opportunity to remind jurors that our chapter exists and that we are waiting for them with open arms.

### ***from the Mother Lode*** by Carolyn Stinemates, Chapter President, and Linda Toren, Chapter Recorder & Editor

#### **Mother Lode Chapter Receives a Proclamation by Calaveras County Board of Supervisors and a Welcome in a "Calaveras Enterprise" article.**

The Calaveras County Board of Supervisors proclaimed February 2020 as "Civil Grand Jury Awareness Month" to encourage citizen participation in the grand jury process. Members of the Mother Lode chapter and of the current Calaveras County grand jury attended. Larry Abernathy, the current grand jury foreperson, gave a supporting statement.

On March 2, 2020, the [Calaveras Enterprise](#) published an article about the Mother Lode Tri-County Chapter. The article emphasized the chapter's goals of bringing public awareness to civic duty, supporting the grand jury process and the grand jury's substantial powers in local government oversight and reporting for government accountability.

The article includes the CGJA board's August 2019 approval of the first chapter in the state to encompass multiple counties: Amador, Calaveras and Tuolumne counties.

The article further describes grand jury history, the difference between a criminal grand jury and a civil grand jury, a description of the grand jury and its work, as well as the formation of the chapter.

The chapter is grateful for the public awareness and recognition by the Calaveras Board of Supervisor proclamation and *Calaveras Enterprise* article. The chapter hopes to hear from community members wishing to serve on the Amador, Calaveras and Tuolumne grand juries. After all, this is a part of our mission.

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**from Glenn County by Shirley Boracci, Chapter President**

Thank you, California Grand Jurors' Association and especially Marsha for all you help. We received our Certificate of Affiliation on October 22, 2019, at the annual conference in Sacramento.

We are off to a good start! We have developed a PowerPoint presentation that we use to enlighten our community about what the grand jury does, the time it takes, etc. So far, we have given the presentation to six service groups and one high school civics class. Two more presentations are scheduled.



On March 3, 2020, the Glenn County Board of Supervisors proclaimed that March would be Grand Jury Appreciation Month. Pictures were taken and a press release was given to the local newspaper. The accompanying photo shows several current grand jury and chapter members along with supervisors.

We are a small group with just eight members, but with the current jury getting ready to be released, we hope to acquire a few more. At the presentations we ask if there are any past jury members and if they would like to join the chapter. At a recent one there were two past jurors and one said he would like to join us. Yeah!!!

We plan to revise our procedures manual, establish the implementation review curriculum and create a program to orientate the new jury members.

*View list and contact information for chapters and associations.*

**Ask the Trainer** by Marsha Caranci, CGJA Training Chair



Due to the rapidly changing coronavirus situation, this issue's regular column has been suspended. We have been hearing from many grand jurors with questions about how best to deal with current circumstances and are answering them individually. We have also issued two Eblasts to answer commonly asked questions (see page 1, "Training: Current Status"). Please continue to send your questions to [cgjatraining@cgja.org](mailto:cgjatraining@cgja.org). We will attempt to answer in a timely manner.

Stay safe!



## California Grand Jurors' Association Balance Sheet

As of December 31, 2019

	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 General Fund	
1004 Chase Checking	32,751
1006 Chase Savings	211
1051 Training Reserve	30,000
1053 J. Zepp Fund	2,200
1055 Rainy Day Fund	12,863
1056 Training Scholarship	4,000
1058 Bill Trautman Memorial Fund	3,910
Total 1006 Chase Savings	\$53,185
Total 1000 General Fund	\$85,936
Total Bank Accounts	\$85,936
Total Current Assets	\$85,936
Fixed Assets	
2900 Property and Equipment	
2911 Fixed Assets	8,253
2951 Accumulated Depreciation	(7,712)
Total 2911 Net Fixed Assets	\$ 541
<b>TOTAL ASSETS</b>	<b>\$86,477</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Total Liabilities	\$ -
Equity	
2310 Retained Earnings	81,423
Net Income	5,053
Total Equity	\$86,477
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$86,477</b>

**California Grand Jurors' Association**  
**Budget vs. Actuals: FY2019 (Jan 2019 -Dec 2019) - FY19 P&L**  
**December 31, 2019**

		Total	
	YTD Actuals	Budget	over Budget
Income			
3000 Administration Income			
Total 3000 Administration Income	\$ 22	\$ 20	\$ 2
Total 3200 Finance Committee Income	\$ 4,376	\$ 3,850	\$ 526
Total 3400 Membership Relations	\$ 7,245	\$ 7,000	\$ 245
Total 3500 Other Work Groups Income	\$ 1,650	\$ 1,650	\$ -
Total 3600 Annual Conference	\$ 8,638	\$ 8,460	\$ 178
Total 3700 Public Relations	\$ 155	\$ 200	\$ (45)
Total 3800 Publications and Merchandise	\$ -	\$ 10	\$ (10)
Total 3900 Training	\$ 132,740	\$ 116,950	\$ 15,790
Total Income	\$ 154,825	\$ 138,140	\$ 16,685
Expenses			
Total 4000 Administration	\$ 5,785	\$ 7,690	\$ (1,905)
Total 5000 Finance Committee Expenses	\$ 3,045	\$ 2,855	\$ 190
Total 6000 Membership Committee Expenses	\$ -	\$ 600	\$ (600)
Total 7000 Other Committee Expense	\$ 1,633	\$ 1,955	\$ (322)
Total 7500 Annual Conference Expenses	\$ 7,705	\$ 6,220	\$ 1,485
Total 7800 Publications and Merchandise Expense	\$ -	\$ 10	\$ (10)
Total 8000 Public Relations Committee	\$ 1,173	\$ 1,878	\$ (705)
Total 9000 Training Committee Expenses	\$ 130,432	\$ 116,932	\$ 13,500
Total Expenses	\$ 149,773	\$ 138,140	\$ 11,633
Net Income	\$ 5,053	\$ -	\$ 5,053

## Recent Board Actions

### Board Meeting, Feb. 25, 2020

Ratified the appointments of Lou Panetta and Tim Hafner as Co-Chairs of Nominations and Election Committee (NEC); Lou Panetta and Birgit Sale (Southern Region); Joann Landi and Bob Finlayson (Central Region); and Tim Hafner and Ray Frisbee (Northern Region) as committee members.

Approved paying up to \$5000 in additional expenses to be used by the Training Committee for trainer development in 2020.

### Board Meeting, March 24, 2020

Ratified the appointment of Carolyn Stinematas (Central region member) to Nominations and Election Committee (NEC).

Changed beginning of term of office for elected directors - Bylaws Article 6, section 5(a).

Clarified "director's partial term - Bylaws Article 6, section 5(c ).

Adopted proposed amendments to Policies 5.10, 7.30, 8.30, 10.40, 12.10, 13.50, 16.60, and 17.10.

All approved board meeting minutes are available on the CGJA [website](#).

**Barbara Sommer**, Secretary

**NOTE:** We encourage members to attend meetings of the board of directors. They are held on the fourth Tuesday of the month via teleconferencing (no meetings in July and rarely in December). [Read more](#).

## Keep us Posted

Send us your chapter or association news and accomplishments. Format articles in Word and send as email attachments to Barbara Sommer [editor@cgja.org](mailto:editor@cgja.org). For more details see [How to submit an article](#).

**DEADLINE for submitting articles for publication in the next issue**

**May 25, 2020**

**Change of address** - Please notify the [editor@cgja.org](mailto:editor@cgja.org) of any email address changes.

**The mission of the CGJA is to promote, preserve, and support the grand jury system through training, education, and outreach.**

Contacts: [Officers and directors](#), chapter and association [presidents](#).

**CONNECT!**



*Visit our website*

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