



Grand Jurors' Journal

www.cgja.org

The Journal to Go Almost Totally Electronic

by Jim Ragan, Public Relations Committee chair

Over the past few years, many member nonprofit organizations like ours have changed their newsletters from editions that are printed (received in the mail) to electronic (received via email or otherwise on the internet). The benefits for this change are better communication opportunities, better presentation and lower costs.

On January 16, the CGJA Board of Directors voted unanimously that, starting with the April edition of the *Grand Jurors' Journal*, publication and distribution will be almost totally electronic. Members (all classes) will receive each edition of the *Journal* only via email (with the hotlink to the edition). I will discuss the continuing availability and distribution of print copies of the *Journal* later in this article.



Let's look at the benefits.

Better communication opportunities. If you have been reading recent articles in the electronic edition of the *Journal*, you have been seeing hotlinks to other websites that provide more information on the subject. We will expand this feature making the *Journal* your instant internet link to relevant and related information.

And, when you receive your edition electronically, you can immediately forward it to people who you think might be interested in its contents.

Better presentation. The electronic version of the *Journal*, in color, is crisp and inviting. The print version distributed in the mail, in black-and-white, is less so. We do not have the funds to print color copies.

In addition, the print edition is not compatible with its electronic distribution on electronic tablets and smart phones.

Lower Costs. We can no longer justify the cost to publish and distribute the print copy of the *Journal*. The cost accounts for 43% of our non-training budget

We will continue to print and mail black-and-white hard copies to the 58 grand juries (that generally do not have email addresses) and court and other government personnel who only have personal email addresses. And we will try to accommodate the very few of our members who do not have email addresses.



Do you know a local individual or group who has contributed to the Grand Jury?

by Audrey Lynberg

The CGJA [Local Achievement Award](#) is designed to recognize non-CGJA individuals or organizations who have made significant contributions to the activities of their county grand jury.

CGJA looks to chapters, associations, local current or former grand jurors, or a group of interested citizens to prepare the award and to schedule the presentation. Upon request, the CGJA may participate in the presentation. Past awards have gone to an individual who devised a marketing plan for juror recruitment and to a high school teacher for support of a mock grand jury program. For more information, contact Audrey Lynberg allm@charter.net.

In this issue:

Officers' meeting report	2
D'Elia obituary	3
From around the state	4
Website activity	5
Ask the Trainer	6
Training schedule	7
2018 Annual conference	7
End-of-year giving	8
Chapter/Assoc. list	9
Membership form	10
Volunteer form	11

Annual Conference: Officer/Member Meeting (October 29, 2017)

by Rich Knowles, Membership Relations Committee chair



We had lively discussions involving many of the attendees at the annual conference in late October. The first subject was Implementation Review (also known as Post Implementation Review or Continuity). Members from Sonoma, Placer, and Contra Costa gave brief presentations about their programs. Representatives from several other counties participated in the ensuing discussion (see “Tips” on next page). Note that we will post implementation review documents from any chapter on the [Chapter Resources](#) page of the CGJA website when requested to do so. To post documents, send them as email attachments to membership@cgja.org.

Second, we discussed how we get jurors just leaving jury duty to join a juror alumni group (either a chapter or CGJA). Attendees living in counties all over the state generated a list of things that are being done to try and recruit jurors (see “Tips” on next page). Everyone had the chance to share what was working for them (or not, alas). Each of us probably heard about something we had not tried. Again, the [Chapter Resources](#) page of the CGJA website is a place to share and find ideas. Some are already there; more will be added. Add yours to them, as noted above in how to post documents.

Third, we talked about what chapters and CGJA can do to make better use of technology. This subject generated the closest thing we had to a disagreement – mostly about [Google Docs](#). Some said it was great; some said that it was terrible. Others pointed out that it had no security; some stated that security was fine. I suspect the answer is that it depends on the policies of the entity running the system – be it court, county, or whoever. Each entity has its own security procedures; it thus depends on your system. Some counties and courts may resist using new technologies like [Google Docs](#) (I know from experience that resistance also exists in the private sector). This variability in procedure and resistance to innovation makes it hard for CGJA to be involved, as so much depends on the underlying system a county grand jury must use. That is where we left it – no resolution and no plan to do anything global with respect to the issue.

Finally, we briefly discussed what can be done with respect to grand jury efforts directed towards multi-county districts. Grand juries have no legal authority for multi-county grand jury collaboration because of confidentiality issues. However, a grand jury can investigate a multi-county district that operates within its county. One example of a large district is Bay Area Rapid Transit ([BART](#)); another might be a water district serving many counties.

We concluded that while grand juries cannot share information, chapters can. Therefore, chapters from multiple counties can look into something and file complaints with their respective grand juries that might include information about where to look. This way, a chapter (or any citizen group) can have input to grand jury investigations without crossing legal lines. Anyone can file a complaint with a grand jury –which then decides what to do about it.

Follow California Grand Juries in the news
Read more on page 5
[CGJA BlogSpot.com](#)

Tips from the Chapter Officers Meeting

October 29, 2017

Implementation Review/Post Implementation Review /Continuity

- Make continuity report on the prior year a formal step in the reporting cycle.
- Formalize a one-year follow up after the initial responses.
- Follow-up when nothing happens in response to the report.
- Look at situations of no change over three to four years.
- Notify the judge and the sitting Grand Jury of planned follow-up.
- Develop a tracking document to see that the response meets legal requirements
- Create a committee to decide what reports to review
- Send the results to the sitting jury.
- Implementation review is a good way to get chapter members.

How does one get jurors just leaving jury duty to join a juror alumni group (either a chapter or CGJA)?

- It is important that the current foreperson thinks it is important.
- Six months free membership.
- Free introductory nonvoting membership for a year.
- Make outgoing foreperson an ex officio member of the board.
- Provide breakfast when CGJA comes to town.
- “Touch them with food.”
- Honor previous grand jury with lunch.
- Make a pitch during the new juror orientation.
- Provide a brochure about the chapter.
- Provide interesting speakers (Shasta).
- Issue a formal invitation at the grand jury’s end-of-year celebration (Shasta).
- Send the agenda and minutes of meetings.
- Follow-up by email.
- Reduce the number of required CGJA members (currently five).
- Try to get judge’s support.
- Have judge send letters encouraging chapter membership (FYI - didn’t work).
- Use continuity as a tool for generating interest.

Carole D’Elia by Jerry Lewi



Those of us who attended the 2016 Annual Conference in Sacramento were shocked and saddened by the sudden death of Carole D’Elia, executive director of the Little Hoover Commission. She was diagnosed with cancer in September 2017 and passed away on December 16 at age 55.

Carole was warmly received at the conference. Her talk was the highlight of the meeting with many favorable comments. We were all very impressed with her skill and dedication. She had worked for the commission since 2001 and was appointed executive director in 2013.

Carole’s academic training in journalism was a natural lead-in to work at the commission, as journalists and the commissioners both seek facts that uncover problems needing to be solved – the same can be said for grand juries. But I think it was Carole’s innate sense of wanting the truth that led her to study journalism, not the other way around.

We sent a letter of condolence to the commission, who at my request passed it on to Carole’s family.

The grand jury is so named because traditionally it has more jurors than a trial jury, sometimes called a petit jury (from the French word petit meaning “small”).

(From Black, H.D. *A Law Dictionary*, 2nd ed. St. Paul, MN: West, 1910.)

NEWS FROM AROUND THE STATE

Shasta County: Recruitment for 2018-19 Grand Jurors

by Phil Perry

Well, the holiday season is over and the recruitment season has begun for the Shasta County Grand Jurors' Association. The effort begins by entering into a service agreement with the Shasta County Superior Court to offset hard costs for our advertising and printing expenses. We then develop a recruitment schedule, determine our team leaders, and enter into an agreement with a local marketing company to place recruitment advertisements in the local newspaper and on the internet and Facebook. We also annually update our public service announcements and provide them to local television and radio stations.



Team leaders are responsible for

- reviewing and approving media advertisements.
- hanging banners and posters in several locations in the county.
- offering public speakers to local service clubs.
- supporting the board of supervisors' declaration of March as Grand Jury Awareness Month.
- conducting two public information meetings and doing several live call-in radio shows.
- reviewing applications and doing reference checks on behalf of the superior court.
- interviewing applicants along with representatives from the superior court, district attorney and county counsel offices.
- holding a pre-orientation meeting for new jurors and alternates.
- holding local orientation workshops to introduce the new jurors and alternates to local government agencies and the Shasta County Grand Jury Procedures Manual, how to file conflict-of-interest forms, and using county email addresses and other support provided by Shasta County.

Involved with this effort are keeping track of costs, keeping on schedule and keeping the Court in the loop on progress.

Grand Juror Lite? by Jim Ragan, Public Relations Committee chair

In promoting applications for and impaneling the 2017-18 Marin County Grand Jury, the Marin Superior Court offered a new wrinkle last spring: try to accommodate otherwise qualified candidates who could not commit to the necessary 20+ hours per week of service. The [grand jury brochure](#) and [application form](#) gave the applicant a choice: commit to at least 10+ hours per week (one investigative committee) or 20+ hours per week (2+ investigative committees).

The foreperson of the 2016-17 grand jury, Jay Hamilton-Roth, proposed the concept to the presiding judge, who accepted it. Jay said that since the jury time commitment is significant, few people have the luxury of 20+ hours of free time each week. A lower minimum might attract people who are currently employed or in other ways busy – but not “too busy.”

The experiment has been successful. It brought to the grand jury more people, including younger ones, who might not have applied. It hasn't caused any resentment about the number of hours jurors are working. Just like the “usual 20-hour jurors,” some “10-hour jurors” are putting in much more time, and others are working less. The presiding judge has approved continuing the 10/20-hour experiment for the 2018-19 grand jury.

Over the past few years, many courts have experienced significant reductions in the number of applicants. And juror diversity is frequently a problem. Many of our chapters and the courts are intensifying and expanding their recruitment efforts. Is this experiment worth considering?

When the Media Cover the Grand Jury by Jim Ragan

We have now operated our news blog, [California Grand Jury News](#), on our website for a little more than nine years. In this time, we have posted over 3,100 news articles by media sources (print and electronic) reporting and commenting on California grand juries – mostly about their reports (note: Google “operates” as our news clipping service).

As we begin the new year this is a good time, I think, to reflect on what we might have learned about how the media cover what grand juries do. These are just my impressions, based on my experience since 2014 as our most regular blogger. I do not claim any scientific basis for my impressions.

- Most of the news articles summarizing the content of grand jury reports and later the reactions to those reports are generally objective. The media support the grand jury’s mission.
- We suspect that, over the past few years, a few reporters are researching our blog to find information for their articles. We see this when a reporter in one county references a grand jury report on a similar subject in another county – sometimes a few years before. We flag such instances in our blog postings.
- Not surprising, I guess, but some media are much more prominent and consistent in their coverage than others. While not intentionally wanting to slight anyone, I single out (in no special order) the *Marin Independent Journal*, the *San Diego Union-Tribune*, the *Santa Cruz Sentinel*, the *East Bay Times*, the *Napa Valley Register*, the *Orange County Register*, the *San Mateo Daily Journal*, the *Ukiah Daily Journal*, and the *Redding Record-Searchlight*. This is probably because a specific reporter covers grand jury matters. At the same time, some major media in California infrequently publish articles on the grand jury. The *Sacramento Bee* is one. The *Los Angeles Times* occasionally publishes articles on grand jury reports in other counties, but rarely at home.
- Internet-only media outlets are increasing. One of the best I have seen is in Orange County: [Voice of OC](#), a strong supporter of the grand jury. We’re trying to keep up with them all.

I want this article, if you say yes, to be the first of many to use our news blog and other sources in future articles to talk about how the media cover the grand jury and how grand juries, chapters, and CGJA might increase the coverage. Contact me at jimragan@charter.net.



CGJA Website Update by Larry Herbst, CGJA Webmaster

Since the introduction of the new CGJA website in November 2017, we have received some queries with regard to the Login button on the home page. It allows you to setup a User Account. It is strictly optional. You do not need a User Account to use the site fully and freely – accessing every feature and reference document or renewing your membership without restriction.

A User Account will allow you to donate, renew membership or purchase CGJA publications and have your account information automatically entered (except payment information which you will need to add). Looking ahead, active login accounts will allow us to communicate more effectively with our membership. We will continue to improve our infrastructure to better serve our member community.

Ask the Trainer by Marsha Caranci, CGJA Training Chair



This regular column allows the CGJA Training Team to share with *Journal* readers our responses to some of the questions we receive from grand jurors. Please remember the following: Our trainers are happy to

answer questions in their areas of expertise and may be contacted by using the information in Tab 8 of our training manual; you may not take any response as legal advice; and you should contact your local legal advisors to answer any question that might divulge confidential information.

Please submit your questions to me at cgjatraining@cgja.org. The Training Team's response to your question might appear in a future edition of the *Journal*.

Q. Does published data from official government sites need to be triangulated before it's included in a grand jury report?

A. Some information from an official government source can be considered inherently reliable and not require verification, but the grand jury should always confirm that the data is current and some information should still be verified.

For example, if you find on the Department of Education website that 66% of the children who attend public schools in California receive free lunches, you should confirm that this report is the most recent on the topic. During an interview with the local Superintendent of Schools, you could ask if there is more current information available. You could also ask what the percentage is in the district which you are studying; if it isn't the same as the state's information about your county's schools, you would need to investigate further and triangulate the information.

Keep in mind that there is a lot of data available on the internet, but you should only include information in your reports that is important or relevant to the issue you are investigating.

Q. What grand jury documents need to be password protected?

A. We recommend that any document that contains confidential information be password protected if being shared electronically by email, text messaging,

or in documents stored in a cloud application. "Confidential information" is defined in Penal Code Section 924.1 as any evidence, or anything any juror said, or how any juror voted. This would include such things as minutes, interview questions and notes, or other information about the nature of your investigation.

Any email or text message sent to another juror could end up in the hands of someone not on the grand jury, so care must be taken to protect grand jury confidentiality. (The grand jury can, however, share confidential information with their legal advisor.) Rather than put confidential information in the body of an email, a text message, or other electronic communication, put that information in a password-protected attachment or provide a link to a secure document storage site such as [DropBox](#) or [Google Drive](#).

Q. Does the grand jury have any control over its budget? We are concerned that we will run out of money before the end of our term.

A. The way that grand jury budgets are determined varies throughout the state. Some grand juries are actively involved in the budget-planning process with their county administrative office every year, and others are simply told how much they are allowed to spend. It is important to note that Penal Code Section 914.5 states that the grand jury may not spend money in excess of its budget. The only exception is that the presiding judge may authorize additional expenditures for "investigative activities" after the board of supervisors has been advised of the request. In our experience, this is not something that most presiding judges want to do.

You should be able to obtain year-to-date budget information from the CAO's or auditor's office so you can monitor how much you have been spending. If your grand jury is running short, you may need to bundle activities during the final months of your term or use more virtual, rather than face-to-face, meetings (see below).

If this year's budget seems inadequate and you are concerned about future grand juries facing the same challenge, you may wish to request increased budget allocations for next year's grand jury. This is the time of year to start that process, before the county's budget for next year is set.

continued on next page

Ask the Trainer *(continued)*

Q. Can we hold committee meetings using Skype? What about plenary sessions?

A. Face-to-face plenary and committee meetings are the best way to ensure effective communication, but scheduling meetings can be challenging in counties where jurors live miles apart or where the grand jury's budget is insufficient to allow them to get together as frequently as may be needed. More and more grand juries are holding electronic meetings using either conference calls or online meeting tools such as [Skype](#), [WebEx](#), or [GoToMeeting](#). Keep in mind that confidentiality must be maintained, so access to such meetings must be limited to grand jurors, and jurors should make sure that no one other than members of the grand jury will overhear the meeting.



Save the Date

by Lloyd Bell

We are pleased to announce **October 1-2, 2018**, as the date for the Annual Conference to be held at the beautiful Lake Tahoe Resort in South Lake Tahoe (see www.tahoeresorthotel.com). We set the date a few weeks earlier this year than we have done in the past in order to avoid the possibility of snow creating transit problems.

The **El Dorado County Grand Jurors Association**, led by Chuck MacLean and Andi Winters, will host the conference. We are actively seeking interesting speakers and already have some tentative acceptances.

Please plan to join us. Watch future *Journal* editions and our website for registration details. If you have questions, suggestions, and/or comments, please contact Lloyd Bell, lloyd.bell@comcast.net.

2018 CGJA Training Dates Set

The CGJA Training Committee is pleased to announce the following training dates and locations for 2018:

Regional two-day Training Seminars

Sacramento, Tues.-Wed., July 17-18

Redding, Mon.-Tues., July 23-24

Visalia, Tues.-Wed., July 31-August 1

Foreperson and Pro Tem Workshops

San Mateo, Sat. July 14

Sacramento, Mon. July 16

Redding, Sat. July 21

Visalia, Mon. July 30

Legal Advisors' Training and Workshop

CGJA will offer MCLE credit to grand jury civil legal advisors who attend one of our regional seminars and the breakout Legal Advisors' Workshop, which will be held:

Sacramento, Tues.-Wed., July 17-18

Visalia, Tues.-Wed., July 30-August 1

On-site Training (for one to three counties)

These seminars are arranged directly with the counties.

Report Writing Workshops

To be scheduled in the fall

More detailed information may be found on our website at cgja.org/training-general-information, or for further information, contact Marsha Caranci at cgjatraining@cgja.org.

We Thank CGJA Members for Their Extra Financial Giving in 2017

by Lloyd Bell, Finance Committee Chair

The Finance Committee again conducted a year-end donation campaign in conjunction with the “giving season” that follows closely behind Thanksgiving. Like most households, I’m sure yours was bombarded with such solicitations, and, like most households, most of these solicitations fell by the wayside.

The intent of the CGJA reminder was not to be intrusive, but to gently remind our members that the all-volunteer CGJA fills a very important role in supporting our grand juries who are the watchdogs of local governments. We and our members and chapters do this through training, support, education, and outreach.

Our 2017 year-end campaign was very successful. We raised \$2,645. While those who donated should have received a personal thanks from CGJA President Andi Winters, the Finance Committee wants to publicly thank those members who gave generously during this past season of giving. They are:

- G. Gayle Baker**
- Lloyd Bell**
- Medsie Bolin**
- Marsha Caranci**
- Bernadette Cheyne**
- Ronald Green**
- Jean Guthrie**
- Charles Haseltine**
- Michael Henn**
- Larry Herbst**
- Dianne Hoffman**
- Karen Jahr**
- Joann Landi**
- Lanny Larson**
- Scott Law**
- Jerry Lewi**
- Mark Murray**
- Jack Nixon**
- Mary Lou Oliver**
- Celino Quilao**
- Jim Ragan**
- Francis M. Small, Jr.**
- Chuck Spagnola**
- Jeannie Turpenen**
- Marth Whittaker**
- Ronald Zurek**



Recent Board Actions

Special Board Action, September 1-7, 2017
(Email action by unanimous consent without a meeting)

Recognized Marsha Caranci for her exceptional and important work over an extended period of time in furthering CGJA’s goals and purposes by giving her the **CGJA Lifetime Achievement Award** (award presented at the Annual Conference on October 30).

Board Meeting, October 24, 2017

Ratified the president’s appointment of Ron Zurek to the Finance Committee.

Ratified the president’s appointment of Jim Ragan to serve a one-year term on the board of directors and to continue to serve as secretary during that term.

Board Meeting, November 28, 2017

Ratified the president’s appointment of Larry Herbst to the Executive Committee.

Ratified the president’s appointment of Travis Gibbons to the Finance Committee.

Approved the dates for the 2018 Annual Conference and the budget for the 2018 Annual Conference and authorized the president to sign the contract with the Lake Tahoe Resort Hotel for this event.

Board Meeting, January 16, 2018

Reduced the number of hard copy copies of the *Grand Jurors’ Journal* to be printed and mailed to no more than 100 copies of each edition (see page 1 about the transition from a print to an electronic edition).

Approved the 2018 CGJA Budget.

Ratified the president’s appointments of Rich Knowles as chair of the Financial Review Committee, and Lou Panetta and Patrick Healy as committee members.

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

Jim Ragan
jimragan@charter.net

CGJA Officers and Chapter/Association Presidents

President	Vice President	Secretary	Treasurer
Andi Winters <i>andicgjabod@gmail.com</i>	Lloyd Bell <i>lloyd.bell@comcast.net</i>	Jim Ragan <i>jimragan@charter.net</i>	Medsie Bolin <i>treasurer@cgja.org</i>

Chapters and Associations

Alameda	Janet Clark	<i>michiganthyme@att.net</i>
Butte	Jerry Kunkle	<i>sjkunkle@hotmail.com</i>
Contra Costa	Ken Hanna	<i>krhanna@sbcglobal.net</i>
El Dorado*	Chuck Maclean	<i>camaclean1@sbcglobal.net</i>
Fresno	Richard Allen	<i>rickfresno1@att.net</i>
Humboldt	Tim Hafner	<i>tphafner@suddenlink.net</i>
Kern	Mike Elliott	<i>melliott2@bak.rr.com</i>
Madera	Leanne Thomson	<i>leannethomson@ymail.com</i>
Marin	Jack Nixon	<i>jgnixon@sonic.net</i>
Monterey	Gary Breschini, <i>Acting</i>	<i>Coyote@CoyotePress.com</i>
Napa	Paul Roberts	<i>pjroberts@sbcglobal.net</i>
Orange*	Roy Baker	<i>bakerrb3@cox.net</i>
Placer	Karen Enghusen	<i>kmtenghusen@hotmail.com</i>
Sacramento	Patricia Gayman	<i>pgayman@surewest.net</i>
San Bernardino*	Susan Brewster	<i>sbrew1106@charter.net</i>
San Diego*	Melvyn Stein	<i>melvynstein@cox.net</i>
San Francisco	Martha Mangold & Elena Schmid	<i>martha.mangold@gmail.com</i> <i>ms.eschmid@gmail.com</i>
San Joaquin	Denise Mathews	<i>mathewsdcm@gmail.com</i>
San Luis Obispo	Nancy Welts	<i>nwelts@yahoo.com</i>
San Mateo	Barbara Arietta	<i>barietta@hotmail.com</i>
Santa Cruz	Nell Griscom	<i>sgnell@yahoo.com</i>
Shasta	Phil Perry	<i>phillipperry@outlook.com</i>
Solano	Judy Calpo	<i>judycalpo@gmail.com</i>
Sonoma	Peter Andrews	<i>tuesdaypeter@sbcglobal.net</i>
Sutter	Beckie Jennings	<i>beckie.jennings@gmail.com</i>
Tulare	Ron White	<i>marjat@sbcglobal.net</i>

Directors

SOUTH

Medsie Bolin, Fresno
treasurer@cgja.org
Travis Gibbons, Santa Barbara
travisg444@cox.net
Larry Herbst, San Luis Obispo
larryherbst488@gmail.com
Lou Panetta, Monterey
lpanetta@yahoo.com

CENTRAL

Lloyd Bell, Contra Costa
lloyd.bell@comcast.net
Rich Knowles, Contra Costa
grichthek@gmail.com
Joann Landi, San Mateo
joannelandi@aol.com
Barbara Sommer, Yolo
basommer@ucdavis.edu

NORTH

John Heckel, Humboldt
Jh2@humboldt.edu
Jerry Kunkle, Butte
sjkunkle@hotmail.com
Andi Winters, El Dorado
andicgjabod@gmail.com
Kathy Wylie, Mendocino
kathy@mcn.org
AT-LARGE
Jim Ragan
jimragan@charter.net

*Independent Past Grand Jurors' Association

Join or renew online at cgja.org



California Grand Jurors' Association Voting Member Application

To promote, preserve, and support the grand jury system through training, education, and outreach

Check all that apply: New member * Renewal Donation
Check one: 12 month membership @ \$30 2 years or more (specify if more____) @ \$25 Lifetime @ \$500

Please type or print legibly

Email address: _____ Telephone: _____ - _____ - _____

Name _____

Mailing address _____

City _____ County _____ State _____ Zip+4 _____

California County of Service _____ Year(s) served on Grand Jury (e.g., 2000/01) _____

Are you a member of a local chapter or association? _____ Chapter/association _____

Please consider adding a donation: \$ _____ Do you wish your donation to remain unpublished? Yes No

Make check payable to California Grand Jurors' Association or enter credit card information below

The California Grand Jurors' Association will not knowingly provide, sell, trade, transfer or in any other way deliberately reveal any such private member information to any party outside of the California Grand Jurors' Association

Applicable fees will be charged on returned checks

Amount Enclosed _____ or

Credit Card amount _____ (MC, Visa, AMEX, Discover, fill in the information below)

Card Number: _____ Exp. Date _____ - _____ security code from back of card

Billing name (if different from above) _____

Billing address (if different from above) _____

Signature _____

CGJA is a California Nonprofit Public Benefit Corporation and designated an IRS Section 501(c)3 Tax Exempt Corporation. CGJA annual membership dues of \$75 or less are of token value, not substantial, and fully deductible. Contributions to the association are deductible to the extent permitted by law.

***Individual (voting) membership** is open to any person who is serving or has served as a member in good standing on a county grand jury in California. Members elect a Board of Directors to conduct association business. Members are eligible to serve on association committees, attend the association's annual conference at locations throughout California and receive the *CGJA Journal*, containing periodic updates of association and grand jury developments.

Please continue to next page to indicate or update your volunteer choices and information support our important work with your time.

After you have completed this form, you can either

- 1.) Save the form and email as an attachment to: Treasurer at treasurer@cgja.org
- 2.) Print and mail to: California Grand Jurors' Association, 1017 L Street #320, Sacramento, CA 95814-3805 Attn: Treasurer

CGJA Volunteer Application

Contact Information	
Name	
Mail Address	
City, ZIP + 4	
County	
Contact Phone	
Email Address	
CGJA volunteers work mainly in committees and/or as grand juror trainers. Which areas are you interested in volunteering for? Please check each box as applicable.	
<input type="checkbox"/> Annual Conference Committee	Oversees the preparation and conduct of the CGJA annual conference.
<input type="checkbox"/> Awards Committee	Administers the selection of winners of the awards given throughout the year.
<input type="checkbox"/> Finance Committee	Oversees CGJA's financial management.
<input type="checkbox"/> Fund Development Committee	Carries out fundraising via donations and grant writing.
<input type="checkbox"/> Legal & Legislative Resources Committee	Formally responds to legal and "best practices" questions; monitors legislative activity affecting the grand jury system.
<input type="checkbox"/> Membership Relations Committee	Encourages membership and chapter formation and communication; supports regional activities.
<input type="checkbox"/> Public Relations Committee	Manages the website; publishes the Journal; educates the public in support of California's regular grand juries.
<input type="checkbox"/> Training Committee	Plans, develops curriculum and presentation materials for, and organizes grand juror training seminars throughout the state.
<input type="checkbox"/> Trainers	Participate in developing training curriculum; train grand jurors.
Special Skills/Qualifications. We frequently seek volunteers with special skills and qualifications to carry out specific tasks. Please check each box as applicable.	
<input type="checkbox"/> Microsoft products: Word, Excel, PowerPoint, SharePoint	Social media, web page, and email marketing integration
<input type="checkbox"/> Database management	Web page design, management, and optimization
<input type="checkbox"/> QuickBooks Online	Information technology management
<input type="checkbox"/> Bookkeeping or accounting	Legal expertise in nonprofit, corporate, or grand jury law
<input type="checkbox"/> Video production	Publication writing, editing, or production
<input type="checkbox"/> Education program development or management	Public speaking or lecturing
Please summarize your grand jury experience (e.g., committees chaired/served, report writing) and other volunteer experience.	

Signature _____

Date _____

After you have completed this form, either (1) save it and email to: treasurer@cgja.org or (2) print and mail it to: California Grand Jurors' Association, 1017 L. Street #320, Sacramento, CA 95814-3805 Attn: Membership. Thank you for your interest in volunteering with us.

Revised 8.2016



Grand Jurors' Journal

NON-PROFIT ORGANIZATION
US POSTAGE PAID
Thousand Oaks, CA
Permit #233

Jerry Lewi
Circulation Director
2275 Fernleaf Court
Thousand Oaks, CA 91362

Address Service Requested

Connect!



Submitting letters and articles

Articles submitted by email should be saved in Word and transmitted as an attachment to editor@cgja.org

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Deadline for submitting articles for publication in the next issue
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