

**California Grand Jurors' Association
Board of Directors Meeting – March 22, 2011**

MINUTES

Call to Order & Roll Call:

The roll was taken and the meeting began at 7:00 P.M.

Present: Caranci, Hoffman(7:35), Landi, Lewi, Mufson, Noce, North, Petersen, Small,
Trautman
Absent: Boultinghouse(ex), Hern
Chairpersons: Shepp (7:28-7:30)

Agenda and Comments:

B-1 Agenda Approval: North

The President explained that E-5 was not listed on the agenda; however, the submittal was provided in the meeting packet. Also, financial informational items H-4 and H-5 were added after the agenda was released. A motion was made by Director Landi, seconded by Director Lewi and unanimously passed by voice vote to approve the Agenda as amended.

Director Mufson offered the following on behalf of AC Chair Shepp. A conference registration and outline were provided to the Journal Editor. The registration fee has been bundled with lunch and 3 coffee breaks making the fee \$96.00. The Committee believes this is actually comparable to the San Diego Conference where the registration was \$60 and lunch was \$35. Director Trautman mentioned that wine for dinner will be donated. Director Landi said that we just need to be clear in the language used in the material so that people understand that what the registration fee covers. Director Lewi is comfortable with the pricing and agreed that the conference materials need to be very clear. He will work with AC Chair Shepp and Director Mufson on some wordsmithing. Director Lewi also said that the AC needs to submit a budget to the Board.

B-2 Member Comment (maximum 10 minutes total)
None

Consent Item

C-1 Approval of 2/20/11 CGJA Board Meeting Minutes: Landi
C-2 Acknowledge Retreat Notes of 2/20/11: Landi
C-3 Acknowledge Committee Minutes and reports in 3/22/11 packet: North
C-3 Approve President's appointment of Ira Groom to the Finance Review Committee: North

The Consent Items were approved by voice vote.

Officer and Committee Chair Reports:

D-1 Legislative Affairs Committee – Trautman: Director Trautman mentioned inquiries from several county grand juries: a jurisdictional issue, time requirements for record retention, grand jury funds used for recruitment activities and interview scheduling.

There are two pending assembly bills. No. 1133 provides that a current or former employee automatically has a conflict of interest and must recuse themselves from an inquiry. The LAC believes that is too restrictive. No. 622 was introduced by a new assemblyman from Sacramento, a former Board of Supervisors Chairman, who essentially wants to remove the confidentiality of grand jury investigations. AB 622 is before the Judiciary Committee. CGJA should appear and advise them of the problems. Director Lewi asked if the LAC is drafting something so that they are ready at any time. Yes they are and they have a couple members of the Sacramento Chapter monitoring the bill.

The President welcomed Director Trautman to the Board.

D-2 Public Relations Committee – Lewi: Tomorrow is the Journal deadline and we have more content than needed. Some pieces may be carried over to the next issue. An article by LAC regarding records retention is a good piece for the next Journal.

We have a pretty good handle on the home page of the website and the navigational aspects. We are waiting for word about programming and training. The President said he has been working with the programmer and a prototype should be ready in a few weeks. He and Director Petersen met with someone to discuss the interface with Facebook and social media.

D-3 Membership Relations Committee – Mufson: Director Mufson said there have been some interesting inquiries from different counties regarding membership and chapter formation. Butte County has about 12 former grand jurors who are interested in forming a chapter. MRC/CGJA representatives will meet with them during the next few months. There was a chapter in Madera County; however, they withdrew after about a year. We have received an inquiry from the current Madera Association President. She was provided with chapter formation information and indicated she plans to join CGJA. The San Bernardino Association votes this month on whether or not to become a chapter.

D-4 Training Committee – Caranci: The Committee is very busy working on curriculum revisions. They continue to refine, define and improve the presentations. A couple new counties have shown interest in having on-sites. There are quite a few already scheduled in addition to the five regional seminars. The Training Committee voted to hold a report writing workshop in conjunction with the AC to be held on the second afternoon. Directors Caranci and Mufson are working together to possibly establish a one day conference fee for sitting jurors.

The President said he is impressed with all the work done by the TC.

D-5 Finance Committee – Phillips: Chair said all appears to be flowing naturally based on his observations. At two and a half months, it is difficult to determine our annualized condition especially since our expenses/revenue are seasonal. He reminded the Board that Director Hoffman does the actual hands on work relative to the accounting program and report preparation.

D-6 Awards Committee – Mattea: Director Small, as Committee Vice President, reported that Betty Mattea wasn't able to issue an agenda for last weeks meeting so the meeting was cancelled. She has filled some vacancies and will report in April. The President said that the Awards Policy was approved in concept at the December, 2010 meeting.

The Policy Review Committee is communicating by email. Director Small has reviewed the 2nd Edition Red Book and the current policy manual and has discovered that substantial aspects of the Red Book were not carried forward into the current policy manual. However, as mentioned at the February meeting, what was not carried forward is, by default, still in effect. He is requesting that Committees look at the provisions of the Red Book, the current policies, their historical or written procedures, and advise the Policy Review Committee what needs to go into a new policy manual. After that the Committee can make a comparison with the Bylaws, the CA Corporations Code, etc. and develop a new policy manual. Director Small said he is not sure that the Standing Committees would be able to complete their reviews by May 15th, a deadline suggested by the President.

Action Agenda

E-1 Amend Bylaws to accommodate Introductory Membership

Secretary Landi

Recommended Action: Add the following to Article 4. Members, Section 2, subsection (d).

(d) Introductory Members. An Introductory Member is an individual who has been offered and accepted a complimentary membership as set forth by the Board of Directors and who is currently serving or been selected as an alternate on an impaneled regular grand jury in any of the 58 counties. A current voting member of CGJA is not eligible for IM status. An IM has no vote on CGJA matters but does have a voice at CGJA functions when recognized by the President or Chairperson.

The motion was approved by the following roll call vote:

Ayes: Caranci, Hoffman, Landi, Lewi, Mufson, Noce, Petersen, Small, Trautman

Noes: None

E-2 Amend Bylaws to allow ex-county counsels, district attorneys, judges to be voting members

Director Trautman

Recommended Action: Amend Article 4. Members, Section 2(a) Voting Members, of the Bylaws to add at the end of the first sentence "or who has served as a District Attorney, County Counsel, or Judge as a legal advisor to a Grand Jury per California Penal Code Section 934(a).

The action passed by the following roll call vote:

Ayes: Caranci, Hoffman, Landi, Lewi, Mufson, Noce, Petersen, Small, Trautman

Noes: None

E-3 Permit MRC to offer 3 month extension to IMs converting to voting member

Director Mufson, MRC Chair

Recommended Action: The CGJA will offer an enticement for any juror currently serving on a GJ in any of the 58 counties, including those who had already registered as IM, to apply for voting membership: We will offer them a three month extension (assuming they would ordinarily join in July at the end of their term) of their voting membership (VM) if they apply and pay their annual dues during the term of this special offer, the month of April. Anyone so applying would have voting membership from April 2011 until September 2012.

Director Petersen asked when the offer of a 3 month extension begins and ends. Director Mufson said that what the MRC is trying to do is encourage IMs to join in April. At that time they will still have 3 months remaining of their introductory membership. So we would be offering 3 months extra for a membership that would begin 7/1/11 and end in 9/30/12. That means that an IM who submits payment in April would be a voting member through September, 2012. Director Lewi and President North suggested and Director Mufson agreed, to amend the last sentence of the motion to read... "from April 2011 through September 2012." Director Lewi suggested that the special offer be available from April to June with voting membership valid from 7/11 to 9/12. After discussion he was satisfied with Director Mufson's explanation about the push for April membership. Director Caranci said that jurors are busy at this time of the year and said that a three month window might be more successful; Director Petersen agreed. The motion carried by a majority vote.

E-4 Engage mailbox service in Sacramento for grant application and other limited uses where continuity of initial mailing address contact is desired

President North

Recommended Action: Move to engage the mailbox services of Downtown Mail & Shipping, 1017 L Street, Sacramento.

The President used this service for a grant application and paid for the first months service. He thinks that there needs to be an address that survives the presidency for a limited purpose. The President said this would not be an additional expense; there are funds available. The motion was approved by voice vote.

E-5 Proposed Journal article regarding how CGJA can assist grand juries
Director Lewi, PR Committee Chair

Recommended Action: Approve article for publication. Date TBD by Editor. Could also be posted on our website.

This was drafted many years ago but was rejected by the Board at that time because it was felt that it was telling a grand jury what to do. If approved, it would be published in the Journal after a new jury is seated. The motion was approved by voice vote.

Directors Comments

- Director Noce is enjoying being a grand juror again.
- Directors Lewi and Mufson have been designated as liaison between their Committees and the Award Committee.
- Director Lewi asked the President when he will make a recommendation to fill the vacancy created by Meredith Avery's resignation. The President may consider adjusting the regional representation by having Director Small fill the Southern Region vacancy and then fill the open Northern Region slot. Will report in April.

Adjournment

The meeting was adjourned at 8:08 P.M. The next meeting is April 26, 2011.

Information Items Submitted Directly by Sponsor

- H-1 Committee Roster: Landi
- H-2 Critical date reminder: North
- H-3 Budget/Actual - February, 2011: Hoffman
- H-4 2/28/11 Balance Sheet
- H-5 1/1/11-3/16/11 Budget vs. Actual

Submitted by,
Joann Landi