

California Grand Jurors' Association Board of Directors Meeting— May 24, 2016

MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 7:08 PM.

Present: Directors Karen Jahr (president), Lloyd Bell, Medsie Bolin, Marsha Caranci, Rich Knowles, Jerry Kunkle, Joann Landi, Jerry Lewi, Jim Ragan, Mac Small, Barbara Sommer, Andi Winters

Absent: None

B. Agenda and Comments

B-1 Agenda Approval: Jahr

The Board unanimously approved the agenda.

B-2 CGJA Member Comments

None

C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 04/26/16: Ragan

C-2 Acknowledge Committee Minutes and other documents in 05/24/16 meeting packet: Jahr/Ragan

Small pointed out an inconsistency in the Committee Minutes in making a page number reference to an attachment. With that correction, the Board unanimously approved the consent items.

D. Officer and Committee Chair Reports

D-1 **President's Report (Jahr)**

SB 1292. President Jahr updated the Board on the bill. She said that it is in suspense (tabled) in the Senate Appropriations Committee. In order to go forward this year, it must be removed from suspense this Friday, May 27. Dillon Gibbons of the California Special Districts Association (CSDA) is trying to keep it alive. He has surveyed all grand juries about the costs associated with implementation. The bill is in suspense because committee staff thought there might be a cost to the counties if grand juries have to do exit interviews (the cost would be related to grand juries' use of meeting/interview room in county facility). Of the 20 grand juries responding to CSDA's survey, all have said that the jury's expenses for space will not increase. Dillon has shared his survey and CSDA's position with the Appropriations Committee staff. Jahr said that she will let the Board know about the bill's status by May 31.

Jahr added that she received an email on May 20 from John Moohr of the Grand Jurors Association of Orange County about the bill. Some of the association's concerns were answered by the CGJA News blast that, coincidentally, went out same day. She said that she forwarded the email to Board members at 5:02 this afternoon.

She asked for questions or comments about the email to help in preparing her response. Several Board members provided constructive suggestions.

She said she will send an email to all committee chairs on this by the end of the week.

MCLE Certification. Jahr reported that that State Bar has certified CGJA as a Minimum Continuing Legal Education (MCLE) provider. We are authorized to provide continuing legal education credit for attorneys who attend our regional seminars in July (Sacramento, Redding, and Visalia). We expect that since attorneys are always looking for good, low-cost MCLE programs, we should see an uptick in number of legal advisors who attend (about 30 attended last year).

We will offer two credits first day for Grand Jury Law and Legal Topics and two the second day for a new class, LAW (Legal Advisors Workshop). Jahr said that she is developing the LAW, which will be a two-hour roundtable discussion of legal issues and best practices for the attorneys who provide legal services to grand juries—based on materials she and Caranci prepared for the Presiding Judge/Court Executive Conference last October. While any attorney registered for a regional seminar can get credit for Grand Jury Law and Legal Topics, only legal advisors are eligible to attend the workshop, a break-out session held concurrently with the Interviews presentation and the Interview video.

Jahr said that she spent several hours on the phone last week and today contacting almost all the county counsels and a couple district attorney offices to identify the particular attorney who works with the grand jury. She also spoke with several of the attorneys who attended our seminars last year; several said they are very interested in attending—even Los Angeles.

Lewi said that there is now a page on our website that describes this MCLE program. Jahr said that she has also been in contact with the County Counsels' Association of California, which will distribute this information on to the head of each county counsel department. CGJA contact will be with the attorney in the department that advises the grand jury.

D-2 **Officer Reports**

Vice President Bell. No report.

Treasurer Bolin. No report. Caranci commended Bolin on the clean financial statements.

Secretary Ragan. No report.

D-3 Legal and Legislative Resources Committee (LLRC)

Vice Chair Jahr said that LLRC did not meet in April. At their May 18 meeting, members discussed the Compendium update. They intend to print 90 copies. They are revising answers to six of FAQs on the related website page and will soon deliver them to the webmaster. LLRC is also working on a position to take as whether a grand jury report can contain people's names. This should be helpful in our training seminars this summer as a best practice.

D-4 Public Relations Committee (PRC)

Chair Ragan brought up the review of the recent message to Introductory Members (IMs) in reference to the electronic communications matrix that spells out officer and committee responsibilities for each communication item that the Board adopted on April 26. It requires a 24-hour notice to Board members before distribution. He asked, since both the Membership Relations and Training committees agreed to the message, did it really have to also go to the Board as information prior to release? The consensus was YES—Board members should see it before distribution.

He also discussed our news blog posting. A question had come up in PRC about the credibility of some sources. Jahr responded that the bloggers should have some discretion, but the sources should be legitimate.

Journal Editor Lewi said that the deadline for the June edition of the Journal is May 30. He currently has five committee inputs. The edition will contain the membership and volunteer interest forms and perhaps articles on SB 1292 and the MCLE program.

Jahr commended PRC in putting together a good procedures manual. Ragan acknowledged committee member Larry Herbst who took on this task.

D-5 Membership Relations Committee (MRC)

Chair Knowles began by saying that the membership numbers in the MRC meeting minutes are, at this point, suggestions rather than actual facts because he doesn't have an explanation for all the changes.

With respect to renewals, he said that in May, 24 members had not renewed. He got five to renew by calling them; two did not do so. We are getting a better percentage of members to renew.

MRC is ready to send out an email to IMs encouraging them to join CGJA. The Journal will also include an article encouraging membership.

Lewi said that an ad hoc group (Lewi, Knowles, Hoffman, Masini, and Ragan) is close to completing the transition from Infusionsoft to Constant Contact.

Small said that he attended the Bay Area regional meeting in early May in San Rafael. The topic was grand juror recruiting. He and two other members from the Monterey chapter attended. The presentation on recruiting from by Barbara Arietta from San Mateo County was mind-blowing. Small thanked Knowles for getting the San Mateo handout information about recruiting posted on our website under chapter resources. Small said that he hopes to establish a

relationship with the court in Monterey to try to duplicate the efforts in San Mateo and Marin counties. Ragan asked whether there are any results this year from that recruiting effort in San Mateo. Landi, a member of the San Mateo chapter, said that the number of applicants increased from 12 to 49 applicants in a month after implementing new outreach efforts. Sommer said that one item stressed at the regional meeting is that a six-week recruiting period is too short.

D-6 Training Committee (TC)

Chair Caranci said that the many topic training teams are now meeting to review their PowerPoint presentations and notes. TC is very excited about the new Legal Advisors Workshop. Alpine County is attempting to seat a grand jury. TC is hoping to provide the training.

D-7 Finance Committee (FC)

Chair Bell said that the most recent FC meeting was short. There are few issues.

D-8 Nominations-Elections Committee (NEC)

NEC Chair Lewi said that there is now a full slate of candidates for the Board: two candidates from each region. Four incumbents have agreed to run: Jerry Kunkle from the north region, Lloyd Bell and Barbara Sommer from the central region, and Medsie Bolin from the south region. There are two new candidates: Kathy Wylie (who previously served on the Board) from the north region and Larry Herbst from the south region. There will be three separate ballots (one for each region). NEC is now working on the format. It will submit the ballot to the Board for adoption at its June meeting. Lewi also said that the NEC will also submit its recommendations to Jahr for the tellers.

Caranci asked whether it would be good to get a sense of the Board as to whether it is necessary to engage the League of Women Voters to count the ballots this year since this is an uncontested election. Lewi said that it might not be necessary, but there may be write-in votes. Jahr asked about the history of using an outside agency. Lewi said that this began five or six years ago when there was controversy. The cost of using the League of Women Voters is about \$250. Bell and Ragan said it may not be necessary. Jahr said that it is prudent to use the League of Women Voters one more year.

D-9 Awards Committee (AC)

No report.

D-10 Annual Conference Committee (ACC)

Chair Bell said that the principal speaker at this year's annual conference will be the executive director of the Little Hoover Commission. He also said that the facility contract has been signed.

D-11 Ad Hoc Bylaws & Policies Review Committee (BPRC)

Secretary Ragan said that he would email the adopted Communications Matrix to Jahr, BPRC chair. Lewi said that the new PRC Procedures Manual incorporates

06-28-16 Approved

the appropriate features of the matrix. Jahr said that all committees should complete their procedures manuals by August and should consider this year's Board goals in developing the procedures.

E. Action Agenda (none)

F. Director Comments

Jahr asked members to review the information items under item H. Lewi said that the "Bulk Rate Permit @ Dixon" item under H-4 should probably be removed. He will check on it.

G. Adjournment (8:29 PM).

Respectfully submitted,
Jim Ragan, Secretary