

California Grand Jurors' Association Board of Directors Meeting

April 25, 2017

MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 7:03 PM.

Present: Directors Andi Winters (president), Lloyd Bell, Medsie Bolin, Larry Herbst, Karen Jahr, Rich Knowles, Jerry Kunkle, Joann Landi, Lou Panetta, Jim Ragan, Barbara Sommer

Absent: Kathy Wylie

B. Agenda and Comments

B-1 Agenda Approval: Winters

Board members unanimously approved the agenda noting that the dates of agenda items H1 and H2 should be March 31 rather than February 28.

B-2 CGJA Member Comments

None

C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 02/28/16: Ragan

C-2 Acknowledge Committee Minutes and other documents in 03/28/17 meeting packet: Winters/Ragan

The Board unanimously approved the consent items with minor grammatical changes made to the 03/28/17 Board Meeting Minutes previously submitted to the secretary (C-1).

D. Officer and Committee Chair Reports

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

Winters said that she appreciated the time to meet with board members in person at the board retreat a few weeks ago. We got a lot done with respect to the CGJA Policy Manual. She said that the planned date at the moment for the next spring board retreat is Friday, April 13, 2018 in Sacramento – preceding the two-day Train-the-Trainer Workshop on April 14 and 15.

She said that she has been in touch with the State Archivist in Sacramento about a possible presentation at our Annual Conference. She said that the State Archivist archives grand jury reports that counties submit. She expressed interest in knowing how many counties submit the reports. Maybe we should bring this up in training. Jahr suggested an article to members about submitting reports to the State Archivist. Herbst said that the San Luis Obispo Grand Jury Procedures include a step to submit

reports to the State Archivist and that most counties have archives of their own. Bolin said that the Fresno County Grand Jury Procedures also include this requirement.

D-2 Officer Reports

Vice President Bell – no report.

Treasurer Bolin – no report. She said she would answer questions about the financial information presented in the meeting packet. There were none.

Secretary Ragan – no report.

D-3 Legal and Legislative Resources Committee (LLRC)

LLRC Vice Chair Jahr said that, at its April 19 meeting, LLRC discussed using the Best Practices Issues Paper, which had been developed for the Train-the-Trainer program, as a handout for the Legal Advisors' Workshop. LLRC also decided that the Compendium of California Grand Jury Law will be revised this year and will be getting a new cover. Once again, Karin Hern will be doing the revision of the annotations.

Jahr also mentioned three legislative matters:

- AB 1004, which would require the secretary of state to maintain contact information for all local and state officials, passed out of committee. At its March 28 meeting, the board decided not to take a position on that bill.
- CGJA had opposed a 2015 bill amending PC §917 to prohibit grand juries from considering indictments against peace officers for use of lethal force against a person in custody, but that bill was enacted. The court of appeal invalidated that law earlier this year and on April 12, the California Supreme Court declined to review the appellate decision, meaning the appellate decision is final.
- A new bill, AB 1024, would require the release of indictment transcripts (except any portions dealing with grand jury deliberations) if no indictment is returned in a proceeding related to the use of lethal force by a peace officer against a person in custody. The California District Attorneys Association supports the bill. The board did not take a position on AB 1024.

D-4 Public Relations Committee (PRC)

Chair Ragan introduced two items. He first said that the board-approved amended CGJA Bylaws are now posted on our website.

He then asked Herbst to give an update on website revitalization.

Herbst said that Sommer and he, members of the PRC Website Revitalization Committee, are continuing to work with Elevation in the design: emphasizing what is most important. The first task is to lock in the home page. We'll next go to the other pages, and then to the store. The new website launch will not be soon so as not to conflict with CGJA's 2017 grand juror training.

Jahr asked Herbst whether the board will be given options regarding the home page design. Herbst said no, CGJA has paid for one design, based on three iterations: (1) subcommittee action only; (2) – the major changes; (3) – minor tweaks. Herbst agreed that iteration (2) could be shared with the board.

Winters asked about changing our web host now. Herbst said that PRC is not yet willing to make that decision.

Jahr said that the website should reduce the “legislative matters” feature. Nonprofits are very limited in their legislative advocacy.

D-5 Membership Relations Committee (MRC)

Chair Knowles said that MRC is addressing the issue of some chapters not meeting CGJA minimum membership requirements, trying to meet with those chapters.

Winters said that MRC vice chair is now Peter Andrews of Solano County.

Ragan requested monthly reports to the board of membership totals. Knowles reported that there are two new members. Bolin said that she recently processed four renewals.

D-6 Training Committee (TC)

Vice Chair Bolin updated the board on the scheduling of upcoming training, trainer assignments, Curriculum Subcommittee efforts, the Forepersons Workshops, the fall Report Writing Workshops, trainer WebEx meetings, and the new Exit Interview video for the Report Writing Workshops. Jahr expanded on the Exit Interview video, saying that proposed legislation last year with respect to the accuracy of grand jury reports led to producing this video. It follows the same scenario as the Interview video we now use. It will be completed by October. Winters asked if the board would have a chance to see it. Jahr said yes.

Winters asked Bolin what the Doodle scheduling of trainer-team WebEx meetings is. Bolin replied that the team of trainers for each subject gets together to go over the PowerPoint presentation, slide by slide, to ensure that each trainer is giving the same message and to share anecdotes and examples. The Doodle process is a mechanism to simplify scheduling meetings among many participants.

D-7 Finance Committee (FC)

No report.

D-8 Nominations-Elections Committee (NEC)

Chair Kunkle said that we currently have a full slate of director candidates. Nominations close of May 31.

D-9 Awards Committee (AC) – No report.

D-10 Annual Conference Committee (ACC)

Chair Bell said that the ACC is close to confirming the 2017 registration form. It is exploring an option of contracting with a firm to produce the conference program with advertising, resulting in no cost to CGJA.

D-11 **Ad Hoc Bylaws & Policy Review Committee (BPRC)** – No report.

D-12 **Finance Review Committee (FRC)** – No report.

D-13 **Ad Hoc Education Committee (EC)** – No report.

E. Action Agenda

E-1 **Adopt the revised CGJA Policy Manual.** [Motion submitted by Jahr]

Jahr said that the Bylaws and Policy Review Committee (BPRC) has undertaken a full review and revision of the association's Bylaws and Policy Manual. The board approved the revised Bylaws on March 28, 2017. The proposed revised Policy Manual is submitted here for the board's consideration for adoption.

The proposed revisions to the Policy Manual were described in Jahr's March 22 email to the board, which included a clean copy of the proposed revised Policy Manual, with the Track Changes version sent via separate email 15 minutes later. The proposed revisions were the main topic of the Board Retreat on April 1 in Sacramento. The proposed revised Policy Manual reflects the input and guidance from board members at the retreat.

The motion passed unanimously, 11-0-0, by voice vote.

E-2 **Replace the current CGJA logo.** [Motion submitted by Sommer, seconded by Knowles]

Sommer said that she wants to bring this to the attention of the board, along with suggested replacement designs. She said that she does not believe that our current logo represents us very well.

Bell asked whether there are any cost implications for a change. Sommer said that she hasn't yet considered the cost, but doesn't think that implementing a new logo would require replacing everything we have done in the past. Bolin asked whether this matter had been discussed in PRC, which is our logo's steward. Sommer said no, but she is not opposed to it. She just wants to bring it up for discussion. Panetta suggested sending the motion to PRC to discuss how we see our logo representing us. Kunkle agreed. Herbst, agreed as well, but it shouldn't just be a PRC issue. Other committees should be represented.

Ragan moved, and Bell seconded, that this proposed action be referred to the Public Relations Committee for consideration and a report back to the board for action. He said that TC, MRC, and FC input is very important to PRC in this process.

The motion passed unanimously, 11-0-0, by voice vote.

F. **Director Comments:** None.

G. **Adjournment** (8:06 PM).

Respectfully submitted,

Jim Ragan, Secretary