

California Grand Jurors' Association Board of Directors Meeting

April 27, 2021

MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 3:00 PM.

Directors present: Shirley Boracci, Marsha Caranci, Bernadette Cheyne, Janet Clark, Larry Herbst, Joann Landi, Lou Panetta, Barbara Sommer.

Absent: Bob Finlayson, Travis Gibbons, Tim Hafner (excused).

Quorum is present.

Others present: Karen Jahr, Chair BPRC and LLRC; Lloyd Bell, Chair ACC and FC; Jerry Lewi, Interim chair, PRC; Diane Lloyd, Interim chair, MCRC; Kathy Mastako.

B. Agenda and Comments

B-1 Agenda Approval: Board members unanimously approved the amended agenda.

B-2 CGJA Member Comments - none

C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 03/23/21: Panetta

C-2 Acknowledge Committee Minutes and other documents in 04/27/21 meeting packet: Panetta
Board unanimously approved the consent items.

D. Officer and Committee Chair Reports – see committee minutes in packet for details on current activities

D-1 **President's Report** – Panetta referred to his recent Zoom meeting with chapter/association presidents and thanked Lloyd and Mastako for their work in setting it up. See the report in the packet for details. If chapters desire it, he will schedule another meeting in about three months. Communication is continuing between chapters. Caranci said Panetta did a good job. Mastako commented that there was a lot of energy and that participants seemed pleased. Boracci watched the video and said the meeting was outstanding. Herbst noted that the website has a link to the video. He added that there were 13 chapter not represented and that we still have “work to do to get their buy-in.” Clark said “Alameda forgot.”

D-2 Officer Reports

Vice President – Herbst reminded the board of two retreat actions: 1) **Succession planning** and 2) **Committee chairs' updating of volunteer needs**. By the end of the month, please get your additions to the succession planning document (Excel spreadsheet) to Panetta and the volunteer needs information to Herbst. He will modify the website accordingly.

Treasurer (Gibbons) – no report.

Secretary (Sommer) – no report.

D-7 **Finance Committee (FC)** – Bell stated that tax forms have been filed and a report to the California Attorney General will go out soon. Panetta asked if there were any problems with the new CPA. Bell said there were no problems that he was aware of.

D-10 **Annual Conference Committee (ACC)** – Bell said the committee is still looking for topics for the program speaker (CEO Neil McCormick, California Special Districts Association). The committee's next meeting is in June.

D-3 **Legal and Legislative Resources Committee (LLRC)** – No formal meeting this past month.

However, chair Jahr was contacted by the *San Francisco Chronicle* and the *Press Democrat* (Sonoma County) regarding the mayor of Windsor's having been accused of rape and sexual assault. The Windsor city council is asking the Sonoma County Grand Jury for an accusation. Jahr had a lengthy interview with the *Chronicle* reporter and has one coming up with the *Press Democrat* reporter. They want to know more about the accusation process. She pointed out that it pertains specifically to "misconduct in office," not in one's personal life. The upside is that it is a good opportunity to let people know what grand juries do.

D-4 **Public Relations Committee (PRC)** – Lewi said that major activity is the system book. It probably will be ready for committee approval in May and hopefully by the board later that month. If anyone is interested, he will send it to you now.

He then described the continuity data that he and Finlayson have been collecting on the number of grand jury recommendations that either were or would be implemented. They plan to write an article for the *Journal*. There was a discussion about use of the data. It might show trends over time which in turn might be of value for training. But there is also the point that each jury is a new jury thereby limiting generalization. A thorough investigation would be very labor-intensive. Panetta pointed out that it fell outside the board's current strategic goals. Caranci suggested such tracking might be a good project for chapters looking for an activity. Perhaps the PRC could set up a template for chapters. Panetta and Lewi will discuss the issue.

Panetta asked about the PRC minute's mentioning finding a reporter or editor who would do a statewide article on the grand jury. Recognizing that statewide effort may not matter a lot, it would not hurt. Further, it falls within the strategic goal of increasing awareness. He asked that it be moved up on the committee's priority list.

D-5 **Membership Relations Committee (MCRC)** – earlier in the meeting, Lloyd said the notes from Panetta's meeting with chapter/association presidents were sent to all attendees and invitees. In a separate mailing chapters will be sent an offer of the Presiding Judge guide which they can then give to their local court.

In a few weeks they will be sent a message asking for questions for the membership meeting speaker (see D-10 above).

Lloyd said the committee has been very busy. They sent a welcome email to Introductory Members (IMs). They are not tracking them and did not use Constant Contact.

They have scheduled the PJ Guide offer (see above). They are much involved in both membership responsibilities and in chapter responsibilities. Regarding to the latter, they have received positive feedback from the Orange County Association which is considering becoming a chapter. There has been recent communication from Monterey on reestablishment and the newly revived Plumas chapter is looking for help from CGJA.

- D-6 **Training Committee (TC)** – Caranci said they have finished the 2020-21 season and are beginning the 2021-22 one. They are in the middle of the spring writing workshop presentations. They have contacted about 40 possible new trainers and are starting interviews.
- D-8 **Nominations-Elections Committee (NEC)** – Boracci will meet with the Technology Committee to set up the ballot. Panetta asked Herbst to look at Google Forms as a possible solution.
There have been no additional nominations for the board positions.
- D-9 **Awards Committee (AC)** – no report.
- D-11 **Bylaws & Policy Review Committee (BPRC)** – Jahr said the committee is working on a list of policies that need to be tweaked.
- D-13 **Technology Committee (Tech)** – Panetta will support Zoom and Dropbox; Herbst will continue as webmaster.

Herbst said there were 189 hits on the volunteer form on the website, but only 9 actual submissions in the last 18 months.

Mastako mentioned that we might have a window of opportunity as people venture out from isolation. While Zoom is still being used for chapter meetings, perhaps we should request a 5-minute segment to make a CGJA membership pitch and ask for chapters to be more involved in CGJA. Panetta picked up on that and said we need to spread some of the responsibility to board members; for them to serve in a liaison role with chapters.

E. Action Agenda

E-1 Ratify the appointment of Kathy Mastako to CGJA Board of Directors, Southern Region.

[Motion made by Panetta, seconded by Boracci]

The motion passed, 8-0-0, by hand vote.

E-2 Ratify the appointment of Larry Herbst as Chair of the Technology Committee

[Motion made by Panetta, seconded by Boracci]

The motion passed, 8-0-1, by hand vote.

E-3 Approve the purpose statement for the James Ragan Memorial Fund

[Motion made by Caranci, seconded by Clark]

Caranci provided the rationale for the fund being used for a useful purpose, without further specification.

The motion passed, 9-0-0, by hand vote.

E-4 Discontinue the Local Achievement Award

[Motion made by Landi, seconded by Clark]

Landi gave a brief history of the award and explained that the only real difference was in who sets the criteria – CJGA Award Committee versus the local nominating group or person. She explained that the criteria for the Certificate of Special Recognition was practically the same as for the Local Achievement Award (LAA) and that the distinction was a confusing one to make.

The few LAA awards that have been granted could have been subsumed within the Certificate of Special Recognition criteria.

Herbst asked if the Special Recognition criteria listed on the website could be modified to incorporate the criteria of both. Landi said she would do that.

The motion passed, 9-0-0, by hand vote.

E-5 Ratify the appointment of Jerry Lewi as Chair of the Public Relations Committee

[Motion made by Panetta, seconded by Boracci]

The motion passed, 8-0-1, by hand vote.

F. Director Comments

Caranci thanked Panetta for doing a great job as CGJA president. Lloyd (MCRC) said that following the suggestion made at the retreat, she and Lewi (PRC chair) were working together on common committee goals.

G. Adjournment (4:00 PM)

Respectfully submitted,
Barbara Sommer, Secretary