



**Marin Chapter**  
**California Civil Grand Jurors Association**  
Board of Directors Meeting – **Tuesday** October 6, 2015  
Marin Civic Center Room #410B  
10:00AM

## **Minutes**

Attendees: Nadine Muller, Rich Treadgold, Paul Premo, Scott Drotman, Jean Gunn, Mike Chernock, Dennis Brown, Jack Nixon, Helene Marsh, Albert Lozano, Gene Haxton, Jay Hamilton-Roth, Gene Dyer, Peter Kiers, John Erdmann, Tom Borden, Sarah Loughran

1. Approve Board Minutes of Meeting September 1, 2015 **Approved**
2. Update on suggested MCCGJA Leadership & Committees and need for Secretary (Nadine) – See attached chart – Sarah is Acting Secretary for this meeting. **If you know of anyone who wants to be on any of these committees, please contact Nadine. Most wanted: Secretary for the Association!**
3. Potential Grand Jury request for MCCGJA to prepare year-end Supplement Jay Hamilton Roth: **Suggestion that the IJ Supplement be expanded from the current form (summary of reports) to include responses. This would entail putting the supplement out later in the year but potentially prior to elections. MCCGJA could also give opinion on the responses. The sitting Grand Jury would provide the summaries and MCCGJA would add the response information and opinion. The budget may be increased to \$10,000 to handle this expanded supplement.**

Jack N: Big job to condense the responses

Scott D: Need to understand the funding as the money would come from the budget of the sitting Grand Jury

All agreed that it sounds like a good idea but needs more research. Motion to consider, set up a group to investigation, that group report back to the Board. Amendment: group to investigate will be IRC. Motion carried. **IRC to consider the idea and provide an analysis to the Board.**

**Separate Topic:** Nadine: We are receiving \$1,300 from the County for Outreach. Bills for Outreach need to go to the County. See Finance report below.

#### 4. Committee Updates

- Communication (Gene) Held meeting with Helene (IRC Chair) to discuss putting IRC on MCCGJA website not on a separate blog. Gene/Jay will continue to work with Helene on this.
  - BOD Photos?: Did not cover
  - Update on Web: Gene will be updating the mailing list
  - Historian (Betty): Betty is focused on Interviewing committee and then do the history.
  - Photos of Past Grand Juries: Current photos have names, Nadine suggested that we update these photos so that the names of the prior jurors are listed with the photos. **Nadine to talk to Betty.**
- Treasurer's Report (Peter): \$10,700 balance, strong fiscal consideration. Peter will record Outreach expenses as a bill but will not record it as the MCCGJA paying it as the County will pay these expenses up to \$1,300.
- Membership Update (Owen): Owen handed out a membership report. We currently have 96 members and 53 life members. Owen will continue to make contact with former grand jurors who are not members of the Chapter. Membership will also be working with the Treasurer to develop a program of giving as well as a chapter effort to establish other vehicles by which members and other my transfer assets to the chapter. There is also a committee at CGJA working on this. Paul mentioned that there is a lot of work involved in setting up this type of structure.
- Interview Committee (Betty & Rich): Rich reported that the first meeting of the group is this coming Friday, 10/9. The interview process has taken on greater importance because the judges are no longer going to interview the candidates; they will only look at the assessments of the MCCGJA. The committee will be looking at determining 5 important skill sets for good jurors that can be used to rate/rank the candidates. There are currently 5 members committed to the Interview Committee. Two ways to get involved: 1) be on the committee and/or 2) participate in the interviewing process. Committee is planning to ask candidates to operate in a group function so that they can be evaluated in their ability to work as a group.
- Training Committee (Nadine & Paul)
  - Report Writing Workshop of GJ date set for October 15<sup>th</sup> Will be conducted by Sarah, Paul and Nadine. Catherine decided not to be involved in this training. It was moved from Oct. 1 to Oct. 15. Sarah: Report writing. Paul: Facts, Findings, Recommendations Nadine: How the editorial process can work
  - **We need to form a committee to work on the training manual. This will be a subcommittee of the Training Committee. Please let**

Nadine know if you want to work on this committee! Rich and Paul volunteered to work on it; a lot needs to be done to revise the manuals prior to June 2016 because it will be the foundation for the July 2016 training. Nadine has the training manual on CD and can send it via Zip file if needed. This will be a big job. Expenses will be printing of the manual.

- Briefly discussed some divisions in the chapter but all agreed that our focus is simply on making things in the chapter better each year. Focus on the future. Mike spoke of Marin being the flagship chapter of the CGJA.
- Outreach Program – (Jean) Although the committee has 12 members on it, only four came to the last meeting.
  - College of Marin Senior Ed: COM Senior Ed will include a class about the Civil Grand Jury. Rich and Susan will be leading this meeting. Discussed timing, Feb best. This event will be listed in COM's Spring 2016 Spring catalog and be mailed to Marin residents in late 2015.. The expectation is that the class will attract potential jurors for the 2016-17 jury. It is the hope of the Outreach committee that this seminar will become an ongoing part of COMs adult Ed program. Major kudos to Susan Simpson for making this happen.
  - Senior Fair – October 21<sup>st</sup> in the Civic Center. A few people have signed up but we need more people to show up on the day and help answer questions. Jean encouraged everyone to stop by. They will be handing out a one page Grand Jury summary handout, the supplement for the 2014-15 year, Lara bars and a FAQ document. Nadine will send out an email to Members regarding the Fair encouraging Members to attend and help.
  - Meeting dates and places. The Committee is currently working on setting up informational meetings at various Marin locations. So far, meetings in February will take place at Central Marin Police Station, Central Marin Fire Station. The Buck Center, the Canal District and Marin City are other targeted locations. Co-Chair Claudia Belshaw is working on this.
  - Potential Increased Revenue from County for Outreach- (Nadine) An additional \$1300 has been secured for outreach.
  - Other: Jack Nixon is reaching out to Dominican University regarding recruiting students from their graduate programs who could potentially get a credit for participating in the GJ. Jean is also in contact with Dominican to address one of their classes about the GJ. Jean encouraged Jack to be part of Outreach so that efforts could be coordinated. Jack agreed to report back to Jean regarding his outreach efforts.

- The next Outreach meetings will take place on October 15 at 10am in the cafeteria.
  - Implementation Review - (Helene) Al and Mike informed the group that the work of the IRC has been noticed by the CCGJA and is being held up as the new model for follow up.
    - Grand Jury Continuity Collaboration (Tom-Sarah-Helene) Helene gave an update on the activities of the IRC. At this point, work on the 2014-15 reports is on hold until we clarify the working relationship with Continuity Committee. Work is also being done on posting follow up summaries onto the MCCGJA website and the committee hopes to have this up and running in the next month or so. Rich would like IRC to meet with the Training Committee in the spring to help incorporate follow up work into the training manual so that incoming jurors understand the importance. Jack asked if report writers are best qualified for follow up work as they may not be objective. Tom would not want to disqualify the writer from follow-up. Owen suggested that all should be welcome. **IRC to continue to clarify the working relationship with the sitting Grand Jury's Continuity Committee.**
  - Social Events —(Nancy)
    - October 1<sup>st</sup> Picnic results? Only 15 people showed up for the picnic, but those who went enjoyed it. One possible reason for low turnout was the meeting earlier in the day of the IRC. All agreed that better communication about committee schedules should be established, perhaps by way of a calendar of committee activities. Nadine offered to put together a calendar; upkeep would be another task for the Secretary.
5. Regional Update (Mike) On Nov 2/3 the annual meeting of CGJA will take place in Lafayette. Last year's event was not well attended and the Association lost money. Mike was encouraging people to attend, even for only one day (no need to stay overnight). The Sign-up deadline is in a few days' time.
  6. Other suggestions. Mike made the point that it's very important for the Head of the Chapter to form a good relationship with the current foreperson to encourage positive interaction and allow productive outcomes. He felt that the Court should inform the Foreperson that they need to have a relationship with the Association.
  7. Open Mic
  8. Adjournment **Adjourned at 11:30**

Note: this is a Board of Directors meeting but open to all members