



**Marin Chapter  
California Civil Grand Jurors Association**

Board of Directors/Membership Meeting – **Tuesday** December 1, 2015  
Marin Civic Center Room #410B  
10:00AM

**MINUTES**

In attendance: Nadine Muller, Helene Marsh (secretary for the meeting), Paul Premo, Scott Drotman, Gene Dyer, Jay Hamilton-Roth, Mike Chernock, Peter Kiers, Betty Matea, Owen Haxton, John Erdmann, Nancy Frease, Roberta Dillon, Jack Nixon and Rich Treadgold.

1. Approve Board Minutes of Meeting October 6, 2015  
Motion passed, seconded and approved.
2. Update on MCGJA Leadership & Committees and need for Secretary (Nadine)
  - Bylaw requirements to serve on MCGJA Committees Nadine reviewed the bylaws and confirmed that membership of the Association is a pre-requisite for serving on committees. We still do not have a permanent Secretary and there was some discussion about hiring an outside person to act in this role. No-one knew what it would cost but a few people stated they have observed this in other organizations and have been satisfied.
  - Report on CGJA Annual meeting held Nov 2-3 Lafayette, CA Nadine attended and reported that it was a good event. Unlike last year, this year's event will break-even financially. Next year's will be only one day. Nadine learned that in Contra Costa County only the judge does juror interviews. Nadine heard from Jose Varela, Public Defender from Marin County who talked about having a diversity calendar that helps bring the community together. He could be a good person for Outreach to contact for building up diversity in juror applications. (see below). Betty recommends that someone from the Marin Chapter should be on the Board of CCGJA.
3. Committee Updates
  - Communication (Gene)
    - BOD Photos? Possible professional willing to take pictures – gratis. Some people feel that the photos of MCGJA board members on the website are not very good. Jay met someone who is willing to take photographs for free. We would need to co-ordinate a date that the Board and the photographer can all make.
    - Update on Web Gene has posted the November 2015 newsletter.
  - Treasurer's Report (Peter) We have a healthy financial situation – just under \$11,000 in the kitty. The County has agreed to cover \$1300 of Outreach Expenses. Peter just made out a check for \$125 related to outreach expenses and another for \$132 for the annual P.O.Box rental. Someone sent in a check for \$200 (anonymous) to cover attendance at CCGJA. Nadine has already covered her expenses so she said to put the check into the Association account. There was some discussion around future funding from dues dropping annually by 10-15% due to the life membership 'discount'.
  - Membership Update (Owen) Owen presented a comprehensive report on membership showing that we are in a healthy position with 96 members, which is better than most chapters. He emphasized the years between 2012-2015 and 2002-2005 as years where leadership of the juries and of the association made a difference to membership – leadership matters when it comes to recruiting and keeping members. The subject of requesting money from members was discussed i.e. end of year annual donations and other donations. The group agreed that there should be more communication around when/how often members are asked for money, so as not to create donor fatigue.
  - Interview Committee (Betty & Tom, Nadine)
    - Suggested Revisions to Judge's Letter to applicants.
    - Revised Invitation to "new" interviewers
    - Review Explanation of the Group Activity
    - Review Revised Questions for Applicants

Nadine explained that the interview committee, which is now tasked with doing all of the interviews (the Judge will no longer interview potential jurors), decided to shift the interview emphasis to more behavioral types of questions. The interview process has worked well to date, but the committee would like to bring the process up a notch. The Judge has never been on a jury and therefore does not understand the personality challenges on a jury. The approach being proposed (a combination of group activity and one-on-one interview), while more complex than before, should weed out people who are not comfortable in a group effort. The interview process is a work in progress. Some questions raised by the membership were "Do we have enough interviewers?" "Will interviewers be trained?". The committee is handling these aspects. A motion was passed to send the documents for review and approval by County Counsel and the Judge.

- Training Committee (Nadine & Paul)
    - Volunteers needed to set up sub-committee to revise training manual. The current training manual is dated and needs to be updated. Nadine would like to send out the digital version of the manual to a sub-committee. Rich and Jean offered to join. If anyone else would like to be part of the sub-committee, please contact Nadine. Rich suggested that one person should "own" the training manual project. One idea is to add the relevant penal code section to each chapter of the manual. Mike Chernock mentioned that Napa and Contra Costa are doing "Just in Time" training - members thought this approach could have some value and the committee will consider how to break up the current two week training session.
    - Discussion of Report Writing Workshop of GJ held October 15<sup>th</sup> Conducted by Sarah, Paul and Nadine. Current jurors said they enjoyed going "out of house" for the report writing training.
  - Outreach Program – (Jean)
    - Senior Fair – October 21<sup>st</sup> – Review Good show of people – 8 or 9 people were very interested.
    - Meeting dates and places A number of outreach meetings are planned - in Mill Valley, Corte Madera, Novato, Sausalito. Jean would like to have a meeting in Marin City, but needs help getting to the right person. Mike Chernock offered to go with her to meet Jose Varela, who might be able to help with outreach geared towards greater diversity. Jack doesn't think that the Canal district is a good prospect due to the life challenges of people living in that area. Jean would like more help with outreach and particularly a "diversity tsar" to work on this aspect of outreach.
    - Update on College of Marin ( Susan-Rich) Rich will talk to Susan.
    - Dominican – (Jack) So far there has not been a very positive response. Jack will talk to Mary Marcy.
    - Jack offered to reach out to Joanne Webster, Ex.Dir. of Chamber of Commerce, San Rafael
    - A suggestion was made that candidates who have run for public office and not been elected might be interested in serving. There were mixed views on this.
  - Implementation Review - (Helene)
    - Grand Jury Continuity Collaboration (Tom-Sarah-Helene) update Helene had 2 points to make:
      - The website pages have been loaded for all follow up reports, bar one – Jail Checkup. Marsha is currently writing the follow up report and it should be posted in the new year.
      - IRC and the seated jury have a good communication flow. Four reports have been released for IRC to follow up with – Every Child Counts, Marin County Juvenile Hall, Need for Labor Negotiation Transparency Part II, Wincup/Tam Ridge Residences. Follow up on these reports will be discussed at the next IRC meeting on Dec.3. Jack wants to counter the attack made on him by Corte Madera regarding the approach his jury took to the investigation on Wincup/Tam Ridge Residences. The membership group did not think this was appropriate and Jack agreed to let it go.
  - Social Events --(Nancy)
    - December 6<sup>th</sup> Holiday party at Nancy's home. Time is 5-7pm.
4. Regional Update (Mike) Mike informed the group that he has resigned from CCGJA due to a difference in opinion (their main thrust is training only) and their lack of support for Marin. He is still active in Regionals.
  5. Other suggestions.
  6. Open Mic
  7. Adjournment Meeting adjourned at 12pm