



Marin Chapter
California Civil Grand Jurors Association
Board of Directors/Membership Meeting – Tuesday, February 2, 2016
Marin Civic Center Room #410B
10:00AM

MINUTES

In attendance: Nadine Muller, Idgi D'Andrea (secretary for the meeting), Gene Dyer, Dennis A. Brown, Jay Hamilton-Roth, Peter Kiers, Owen Haxton, Tom Borden, Sarah Loughran, Jack Nixon, Rich Treadgold, Jean Gunn, Penny Moreci and Nancy Frease.

1. Approve Board Minutes of Meeting February 2, 2016
Motion passed, approved by Sarah and seconded by Rich.

2. Committee Updates
 - Implementation Review - (Tom –Sarah)
 - . Dick Spotswood to present to the IRC on February 4th
 - . The committee meets every month at the Central Marin Police Authority in Larkspur

 - Communication - (Gene)
 - . Reported on a minor problem involving some confusion between the IC and the IRC.
 - . Gene moved to change the name to the Selection Assistance Committee (SAC) and Tom Seconded.
 - . Motion passed. Note: after meeting the SAC committee changed from Assistance to Selection Advisory Committee. NAM

 - Update on Members
 - . Betty's brother passed away. Nadine moved to send flowers and a note. Motion passed.
Rich will assist Nadine
 - . Helene's surgery went well. It was moved and seconded to send flowers and a note. Motion passed.
Nadine will write a note and Rich will select flowers.

 - MCCGJA Photos – (Jay)
 - . Photos will be taken on March 1, starting at 11:30 a.m., next door to the meeting room. The photos will be individual shots and professional attire is requested. If a white shirt or top is worn, jurors are asked to wear a jacket or sweater in addition. No floral prints please.

 - 2016/2017 MCCGJA Presidency
 - . Nadine announced that she is not running for next year's President. Please let her know if anyone on the Board has an interest in this position. All members of the Association vote on the President.

 - Treasurer's Report (Peter)
 - . January was a quiet month. The Committee paid for Open Houses, but will be reimbursed by the County. The current Treasury balance is \$11,945.14.

 - Membership Update (Owen)
 - . Thanks to Nadine for notes she drafted and sent out.
 - . The cost of the revision to the manual was discussed. It was suggested that the Court send a note to the BOD or CC and ask them to pay for the printing.
 - . Owen reviewed the cost to the membership and has developed a chart showing the potential increase from dues amounts to \$3,045. There are currently 53 Life Members with a total contribution of \$10,000.
 - . In 2013 there were 8 active members with 10 or more years of service. Currently, there are 24 active members with 10 plus years of service.

. Overall, there are 96 members and 77 have paid dues and 19 current Jury.

- Selection Assistance (Advisory) Committee (Tom & Nadine)
 - . Betty is stepping down from her position. She will continue to serve as an advisor and will help with the interviewing.
 - . Tom gave a brief synopsis of the interview training, which will take place on April 5 and April 21 in the Grand Jury room.
- Update on Training Facility (Patti)
 - After a lengthy discussion about where the interview training should be conducted, it was decided that the best solution is to use space on the court floor.
 - . The second choice considered was the Sheriff's offices, but they are not available.
 - . Seven people will be interviewed individually at the same time in three shifts.

Outreach (Jean)

. The January 21 Outreach Committee meeting was well attended. The group noted that it has become a family and that made all the difference.

At the second of 5 planned Outreach meetings, held in Novato, there were only 5 potential candidates. Three were super interested, viable candidates.

. For the Mill Valley open house on February 9, three people are needed and the committee needs one more. Jack volunteered.

. Bills for publicity from the IJ will be forthcoming.

. Future venues are Mill Valley, Larkspur, Point Reyes (Dance Palace). To seek GJ candidates to increase diversity, the Committee is planning a presentation at the Senior Center in Marin City and is looking for an Outreach person to make contacts in Marin City and San Rafael's Canal District.

. Two sessions are planned at the College of Marin (March 19 and April 9) and 60 individuals are expected to participate.

The Committee is expecting a good turn-out in West Marin for the March 8th meeting at the Dance Palace.

. Jack reported that Dominican College was not receptive to supporting outreach efforts on campus and neither was the Chamber of Commerce.

. Jean and Rich suggested that the IJ be contacted to encourage the paper to include ads for the GJ on the same days that the paper covers the release of GJ reports.

. It was noted that "Next Door" is a good way to reach people through it's on-line neighborhood site.

- Training Interviewers (Rich)
 - The committee is actively preparing the training exercises, speakers and schedules. More information will be provided at the next meeting.
 - . Seven people at a time will be interviewed individually in 3 shifts. Currently, there are 17-18 applicants. The interview dates are May 3, May 17, and May 19.
 - . The dates for interviewer training are April 5 and 21. All interviewers must attend the training.
 - . 25 people responded to the request for interviewers with a couple of people stating they would be available "if needed".
 - . There followed an in-depth conversation on the interview process.
- Training 2016/17 Grand Jurors (Rich)
 - Training will begin the Thursday after the 4th of July and an outline of the process will be presented at the next meeting.
 - . Feedback from past Jurors suggests that hands-on exercises were valued and recommended.
 - . It was suggested that the number of speakers be reduced in favor of hands-on exercises.
 - . 8-9 speakers should be the limit vs the 20 guest speakers invited last year.
 - . Schedule of the training will be presented at the next meeting.
- Training Committee (Rich)
 - Rich asked for volunteers to review the updated manual. There followed a discussion about whether to copyright the materials in the manual. It was noted that if we choose not to copyright the material, we could send it out to someone who could copy the material and claim it as their own.
- Survey Monkey (Sarah)
 - . Sarah surveyed jury members from the previous four juries.
 - . 54 people (a 63% response rate) completed a survey
 - . Respondents identified the most important speakers to be a Mayor, a Water District Manager, a speaker on Transportation issues, and a speaker from the Marin Housing Authority.

- Social Events (Nancy)
 - . The March speaker to be invited is Supervisor Connelly and the meeting place will be Marin Joes.
 - . The Committee would like to have Mark Levine speak on the End of Life issue. He is also speaking at Marin Coalition on this topic.
 - . Susan Hirsch was suggested as the June speaker for the Annual Meeting to be held at McGuinness Park. A date has not been set.
 - . Jack raised a question about the wisdom of inviting one candidate without inviting all of them as it might suggest favoritism.

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At the March 2nd Marin Coalition Speakers: Nadine Muller, President CMCCGJA and Damon Connolly, Marin County Supervisor, District Topic - "Marin County Grand Jury Reports and Reactions from the County"

- . The Committee would like to invite Kate Sear and Susan Kirsch to speak at the June 14th meeting.
- . The Regional Meeting of the CGJ Association will be held on February 26th.
- . At the next meeting, it was suggested the group consider whether it would like to form a Public Interest Committee.

Adjournment: 11:57 a.m.

3. **Membership Update (Owen Haxton)**

Owen raised the question of whether a member of our chapter should be a representative on the CGJA Board. The member would have to run for the position. MCGJA belongs to the Central District and currently we do not have any representative from our Central District. Up to four representatives are allowed from each District. The dues are \$30/year and we would need to be registered as a 5013C with the State if we decide to join.

Motion: Approve Owen writing a letter to the membership on the question of whether to seek representation on the CGJA Board.

Motion passed: Unanimous

4. **Committee Updates**

- **Communication (Gene)**

Nothing to report at this meeting.

Nadine noted that the Chapter is on Facebook. So far, 6 people "like" us.

- **Treasurer's Report (Peter)**

There were no expenses since the last meeting. One thousand dollars plus were received as donations. Twelve thousand dollars were in the Treasury at the year's end and \$7,000 will be set aside to cover the upcoming expense incurred in revising the manual.

- **Membership Update (Owen)**

There are three target groups: 19 current jurors; 43 members of MCGJA and 380 former jurors. It was suggested that contacting the forepersons of former juries and enlisting their support to increase membership might encourage more participation.

Other approaches included:

- Sending a "Why join?" letter;

- The IRC might be of interest to some former jurors;

- Invitations to participate in the interview process with prospective jurors;

- And preparing and disseminating in May/June a story about how the Grand Jury has made a difference coinciding with the release of the GJ reports.

Interview Committee (Tom)

Tom described the revised interview process for prospective Grand Jurors as follows:

- 25-30 minute group activity with interaction between interviewees; and

- 30 minute interviews with each interviewee based on behavioral questions focusing on life

and

- career experiences.

Interviewers are needed. Training and orientation will be provided. Betty will be sending out an email seeking applications from interested former GJs. The interviews will be conducted in April or May and it is anticipated that about 30+ people will apply.

Next Thursday, 1 pm in the Cafeteria there will a meeting to discuss the interview process and people should attend if interested. The Committee is waiting to hear back from the Judge regarding the group activity. The Judges will not conduct individual interviews this year. The Group Activity will take the place of the Judge interviews.

Training Committee (Nadine)

Nadine proposed that Rich act as Interim Chair of the Committee through August. The plan is for the Committee to start meeting next month.

Paul and Nadine have revised the Training Manual. Anyone who is interested can review the Manual. The revised manual will be sent to Board Members for review.

Paul suggested that we ask the trainees to evaluate the speakers and the materials provided during the training. He will send out an evaluation sheet for folks to recommend or not the previous speakers and trainers.

Outreach Program (Jean)

Jean reported the following recruitment efforts in full swing:
Currently recruiting 16-17 prospective Grand Jurors; referring interested folks to the web site;
The Senior Faire in October generated interest;
Conducting four information meetings;
Offering a College of Marin class;
Talk (?) at Margaret Todd Center January 1; and
An ad in the IJ for informational meetings and how to apply.

The next meeting is Thursday, 10 a.m. January 21. Everyone is encouraged to attend.

The COM class is set up and will be held on March 19th, a Saturday morning. It is non-credit.

that Jack suggested that it might be a good idea to approach Dominican College as well. He also reported Joanne is exploring a meeting with Autodesk to encourage the company to offer time off for employees to participate in the Grand Jury.

It was also suggested that we might talk to the Chamber of Commerce about encouraging organizations/businesses to support similar programs for employees.

Continuity Committee (Helene)

might Three more reports will be released in the next few months. Helene suggested reaching out to the membership and eliciting ideas on how to follow up on reports. Seeking ideas from them on what have been successful in their reports from previous tenure.

Dick Spotswood has been invited to come in and learn about what the GJ is doing on the first Thursday in February. (Nadine I am unclear about whether he is coming to the GJ or to our group?)

Jean suggested sending one last notification about the intention to drop non-attending members (of which group?)

Social (Nadine)

25 people attended the Holiday party. Another meeting will be held in February or March in a restaurant.

Adjournment:

Motion by Paul Premo to adjourn at 11:50.

