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## Important Information for Prospective Juvenile Justice Commission (JJC) Members

Commissioner Members have a unique and rewarding opportunity to inquire into the administration of juvenile court law in San Diego County and to make recommendations to enhance the well-being of children in both the juvenile justice (formally called delinquency) and juvenile dependency systems.

### APPLICATION AND APPOINTMENT

A prospective commission member should become familiar with the mandated and elective activities of the Juvenile Justice Commission (JJC) of San Diego County prior to submitting an application to the JJC's administrative officer. A prospective commission member may contact the JJC to request a current member contact them to answer questions about the roles and responsibilities of being a member of the Juvenile Justice Commission.

The Presiding Judge of the Juvenile Court, with the concurrence of the Presiding Judge of San Diego Superior Court, appoints individual citizens for terms of four (4) years, unless filling an unexpired term.

### COMPOSITION OF THE COMMISSION

By law, the Commission shall consist of "not less than seven (7) and no more than fifteen (15) citizens. Two or more members shall be persons who are between 14 and 21 years of age, provided there are available persons between 14 and 21 years of age able to carry out the duties of a commission member in a manner satisfactory to the appointing authority" (Welf. & Inst. Code § 225).

### TASKS AND TIME COMMITMENT

Commission members will be asked to arrange for their own travel to meetings, inspections, and other activities. Many of the activities in which the commission must participate occur during traditional business hours (Monday-Friday, 8am-5pm). Prospective commission members who are employed are encouraged to discuss membership on the JJC with their employer to ensure that they will have the flexibility to balance professional obligations and their commitment to the commission.

Activities that occur during traditional business hours:

- Regular meetings. The Commission conducts monthly meetings in executive session on the first Wednesday of the month from 3:00 p.m. to 4:30 p.m.
- Public meetings. Quarterly Public Meetings are held the third Wednesday of January, April, July and October from Noon to 1:30 p.m. The public meetings are conducted in such places within the San Diego County as the Commission shall designate.
- Special meetings. Special meetings of the Commission are open to the public and may be set at any time and at any place within the County of San Diego designated in the notice of the special meeting.
- Inspections. The commission inspects any jail or lock-up that detained a youth, and all county juvenile institutions once per year. Typically, each commission member will inspect at least one jail or lock-up facility and one county juvenile institution.
- Committee work. JJC committees may conduct activities during traditional business hours. Examples include observing court proceedings or attending community meetings on behalf of the JJC.

Activities that may occur *outside* of traditional business hours:

- Report writing. The commission must complete detailed facility inspection reports as part of the annual review process.
- Reviewing inspection reports. Commission members are asked to review drafts of inspection reports.
- Committee work. Some JJC committees conduct activities which may be completed outside of traditional business hours. Examples include researching juvenile justice issues and reviewing critical incident reports.

### QUALIFICATIONS

Applicants should:

- have a personal, professional, and/or academic interest in issues related to children affected by the Juvenile Court.
  - be comfortable working as part of a diverse, multidisciplinary team.
  - have the skills necessary to gather and analyze information objectively; read and understand policies and procedures; read, write, and evaluate written reports; and interview youth and juvenile justice professionals.
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# JUVENILE JUSTICE COMMISSION of San Diego County

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## APPLICATION TO SERVE ON THE COMMISSION

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Date \_\_\_\_\_

### 1. APPLICANT INFORMATION

Name: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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2. Are you currently employed?  Yes  No

Business name \_\_\_\_\_ Position: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Educational background (please list degrees, certificates, year awarded)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Are you now, or have you ever been a member of any board, commission or committee of the San Diego Superior Court or the County of San Diego? If so, please list:

BOARD, COMMISSION OR COMMITTEE NAME

Period Served

<u>BOARD, COMMISSION OR COMMITTEE NAME</u>	<u>Period Served</u>
_____	_____
_____	_____
_____	_____
_____	_____

TO ENSURE BROAD-BASED REPRESENTATION ON THE COMMISSION, PLEASE PROVIDE THE FOLLOWING INFORMATION:

**Date of Birth:**

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Gender:**

- Female  
 Male  
 Non-Binary  
 Other Gender  
Identification  
\_\_\_\_\_

**Race**

- American Indian/Alaska Native  
 Asian  
 Black/African American  
 Native Hawaiian/Pacific Islander  
 White/Caucasian

**Ethnicity**

- Hispanic/Latino  
 Non-Hispanic/Latino

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**APPLICATION TO SERVE ON THE COMMISSION**

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**5. Do you have any previous experience with the juvenile justice system? If so, please explain.**

**6. Summarize your experience related to youth or youth activities that you feel is important and relevant to the responsibilities of the commission.**

**7. List any community organizations you are involved with:**

**8. What are your principal areas of interest in the juvenile justice system and why would you like to serve on the commission?**

**9. What special knowledge or expertise can you bring to your area(s) of interest?  
(Applicants are encouraged to submit resumes)**

I declare under penalty of perjury under the laws of the State of California that the foregoing, including statements made in all attachments, is true and correct. I understand that any misstatement or omission of material fact may disqualify me from serving as a member of the Juvenile Justice Commission.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed form to:

<p><b>San Diego Superior Court</b> <b>Attn: Juvenile Justice Commission</b> <b>P.O. Box 120128</b> <b>San Diego, CA 92112</b> <b>(858) 634-1555 • Fax: (858) 634-1679</b></p>
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