

**Juvenile Justice Coordinating Council  
Program Review and Development Subcommittee  
MINUTES**

**October 13, 2025**

**NEXT MEETING:**

December 8, 2025

3:00 p.m.-4:30 p.m.

**JJCC Subcommittee Members Present:** Michael Rodriguez, Maureen Byrne, Dr. Kristen Roye, Veronica Martinez, Noe Villa

**JJCC Subcommittee Members Absent:** Chris Modica

**Other meeting attendees:** Lucas Saucedo, Sylvia Rodriguez

Discussion/Conclusions	Recommendations/ Actions	Responsible
<p><b>1. Call to Order</b> Michael Rodriguez called the meeting to order at 3:06 p.m.</p>		
<p><b>2. Announcements</b> None.</p>		
<p><b>3. Public Comments for Items not on the agenda</b> None heard. None received telephonically or via email.</p>		
<p><b>4. Presentations from JJCCPA funded programs on the efficacy of their program/service.</b> Boys &amp; Girls Club Evening Reporting Center (ERC): Omar Zapata, Vice President of Program Services, and Diana Fernandez, Director of Intervention &amp; Prevention Programs, presented an overview of Boys &amp; Girls Club ERC, a referral program that provides mentorship, prosocial skills, and exposure to life experiences they might not get otherwise.</p> <p>Referrals to the ERC are submitted by probation and community organizations that require youth to complete community service hours. A case worker meets with the youth and parent. Goal is to have youth continue coming to the center after completing their hours. Club membership is also offered free of charge to siblings. A wide variety of services and programs are available, including leadership programs, boxing tournaments, and college campus visits.</p> <p>The ERC, located at the Teen Center on 7<sup>th</sup> St. in Oxnard, is for Oxnard and Port Hueneme youth from age 12 through their Senior year in high school.</p> <p>Participation analysis:</p> <ul style="list-style-type: none"> <li>• 100 unduplicated referrals from Probation</li> <li>• 188 referrals from the community (not included in analysis)</li> <li>• 66% youth graduation rate</li> <li>• 77% youth retention rate.</li> </ul> <p>BGC contacts probation to find out what happened if youth don't return. Some are re-booked, some don't want to participate because of their personal situations.</p> <p>Questions/comments from the panel:</p> <ul style="list-style-type: none"> <li>• Michael noted the numbers on the analysis graph in the presentation were not accurate and requested a corrected version be submitted.</li> <li>• Community service hours are completed by cleaning up after dinner, cleaning the art center, boxing area, etc.</li> <li>• If youth is interested in an activity or event, they are encouraged to participate in addition to their community service. JJCPA funds are used to provide 22 items listed in the contract, including case management, staffing, food, and transportation.</li> </ul> <p>Current contract amount - NTE \$199,000/annually.</p>		

Discussion/Conclusions	Recommendations/ Actions	Responsible
<p><b>5. Approval of the September 8, 2025, meeting minutes</b>  Noe moved to approve the September 8, 2025, meeting minutes.  Maureen seconded the motion. All in favor; minutes approved.</p>		
<p><b>6. Recommend to the JJCC, increased funding for the Public Health Nurse (PHN) MOU from \$875,000 to the not-to-exceed amount of \$950,000 or the not-to-exceed amount of \$1.1 million annually (negotiated increases in salaries and benefits for current FY or remainder of the PHN contract).</b>  Veronica Martinez explained that calculations for amounts presented at the 7/14/25 meeting did not include the PHN negotiated increases in salaries &amp; benefits for the current FY or the remainder of the PHN contract. Two options were proposed:</p> <ul style="list-style-type: none"> <li>• Option 1 – Not-to-exceed amount of \$1.1 Million annually, covering 3 years from FY26 to FY28, covering the Community Health Worker and PHN MOU plus operating expenses and other costs.</li> <li>• Option 2 – Not-to-exceed amount of \$950,000, covering FY26 only, covering Community Health Worker salary &amp; benefits and PHN 5% increase plus operating expenses and other costs.</li> </ul> <p>Maureen requested a breakdown in written form, showing what was approved at the 7/14/25 meeting and what is being requested now. Michael noted there needs to be a new vote on the request to increase the amount.  Sylvia would like time to have Shawna do the trust analysis and prepare numbers.  Sylvia could recommend Option 2.  Michael moved to approve the request for 1 year and, at the next meeting, consider the subsequent 2 years.  Discussion ensued and it was decided to table the request and reconvene at a special meeting to vote on the request after Fiscal has a chance to do the trust analysis and the breakdown requested by Maureen is available.  Noe moved to table the agenda item until a Special Meeting on November 3<sup>rd</sup> at 4:00 pm. Seconded by Dr. Roye. All in favor; motion passed.</p>		
<p><b>7. Roundtable</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>		
<p><b>8. Adjourn – Meeting adjourned at 4:20 p.m.</b></p>		