



Grand Jurors' Journal

cgja.org

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October 2019

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2019 CGJA Annual Conference Awaits Your Registration!

by Lloyd Bell, Chair, Annual Conference Committee

By the time you receive this journal, there will only be about three weeks to sign up for the 2019 Annual Conference, which will occur on November 3-4 in Sacramento. The theme of the conference is **Improving Grand Jury Awareness Throughout California.**

CGJA has always believed that a very small percentage of Californians understand the role and the power of the grand juries that are empaneled every year in every county. This year, the board of directors has established a strategic goal to improve this situation. One panel discussion in this year's program is dedicated to that goal and there will other opportunities to explore the subject as well.

The program will kick off Sunday afternoon with the keynote address by State Controller Betty Yee who will speak on government accountability and its importance to responsive, effective government. CGJA President Larry Herbst will follow that address and report on the "State of the Association" with a question-and-answer session. We'll then be introduced to the recently elected CGJA Directors, after which we'll learn about the recipients of the Excellence in Reporting Awards and the identities of the CGJA members being awarded certificates of special recognition. Wrapping up the Sunday session will be a Public Relations Committee panel discussion on efforts to improve grand jury awareness.

On Sunday evening, we all will enjoy a sumptuous plated dinner with wine where we will be introduced to the next Angelo Rolando recipient. The gala dinner is always a fun and enjoyable time where we can mix and mingle and reconnect with those we may only see at these yearly events.

Back by popular demand this year is the chapter officer and members meeting sponsored by the Membership Relations Committee. This meeting will be held early Monday morning and is designed so that members can secure their breakfast then enjoy it during the meeting in a separate meeting room.

When the conference resumes on Monday morning, California League of Bond Oversight Committees (CaLBOC) President Michael Turnipseed will share his vision of how grand jury awareness can play a part in the oversight of public spending efforts. Don Ashton, El Dorado County Chief Administrative Officer, will give us his perspective of being on the receiving end of grand jury reports and how they may be improved to make them more effective. Finally, Membership Relations Chair Jim Ragan will update members on the efforts of his committee and what we can expect for the coming year.

An added feature of this year's conference is the location – the beautiful **Embassy Suites, Sacramento Riverfront Promenade near Old Town Sacramento** with comfortable rooms and complimentary full breakfast and happy hour. Sacramento has many attractions. Everyone is encouraged to come early or stay a day or so after the conference to enjoy all that **historic Sacramento** has to offer.

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Registration is easy – [click here](#) or use the form on the next page. You must make your hotel reservations directly with the hotel and they must be made by October 19 in order to secure the special CGJA rate. [Click here](#) to go directly to that site and use **group code CGJ** to get the attractive conference rate.

Finally, don't forget about our silent auction. We are currently accepting donations from individuals and chapters to add to our silent auction goodies already gathered. Back by popular demand, the silent auction provides an opportunity for chapters to assemble themed baskets or goodies representing the bounty from their county. We do ask that donors let us know what is coming our way so that we can prepare the necessary display information. **Contact us** with your donation, and we will take it from there. Display-ready items would be appreciated.

To conclude, this is one of best well-rounded programs we have put together in quite a while. The annual conference committee and I look forward to greeting you there where we can renew old acquaintances and make new ones. As requested by previous conference attendees, there will be plenty of opportunities for socialization.

Make plans now to join your fellow CGJA members in Sacramento and enjoy another informative program. We look forward to seeing you there!

Two Grand Jurors “Spill the Positive Beans” on Grand Jury Service

by Jim Ragan, Grand Jury News Blogger and Chair, Public Relations Committee

Two recent media pieces from grand jurors – the first in Los Angeles County and the other in Shasta County – add valuable perspectives to grand jury service. Both pieces are powerful messages in (1) encouraging people to apply for grand jury service and (2) informing the public about the grand jury.

San Marino resident Raymond Lee recently finished a life-changing term on the Los Angeles County Civil Grand Jury (San Marino Tribune, July 19). In an interview, Lee praised both the local governments that his grand jury investigated and his jury's reports. “It is a singular opportunity to take an intimate look at how government works. “How civilians have the ultimate responsibility to ‘watch-dog’ the county, city, and joint-power civil agencies by examining and investigating—carefully and completely—their procedures, processes, personnel, and methods of operation.” He added, “My lasting impression will always be the many men and women we met along the way, who professionally serve the county and who despite scarce resources and the ever-increasing demand for services—which far exceed available financing sources—continue to do their best with what meager assets they have to effect change for public safety priorities.”

Advice to the Incoming Shasta County Grand Jury: If You Can't Bite, a Loud Bark Really Matters (*aNewsCafe.com*, August 2). Juror Annelise Pierce challenges grand juries to bark louder, arguing that local governments don't take the grand jury seriously. “The strength of the Grand Jury is only as great as its' members (and their cooperative efforts), and not all Shasta County grand juries have produced significant or hard-hitting reports. But even the most well researched and carefully written reports are usually downplayed and overlooked by members of the Shasta County Board of Supervisors or city councils.” Since the grand jury cannot direct or command, Pierce argues, its greatest power is in its bark. “It's in the noise the jury can make by producing comprehensively researched, thoroughly documented, and well-timed reports that expose the weaknesses of our government, not to fault find or punish them, but to create new strength.”

What stories can you tell the public through media about your grand jury experiences? Tell them.



California Grand Jurors' Association 38th Annual Conference
and Membership Meeting

Improving Grand Jury Awareness Throughout California
November 3-4, 2019

Embassy Suites Sacramento-Riverfront Promenade

For hotel reservation information, please see page two of this form

To register online, [click here](#) or insert <https://www.cgja.org/annual-conference-0> into your web browser

For a fillable version of this form, you may also complete the form below:

CONFERENCE REGISTRATION FORM

Name: _____ Dinner Guest Name: _____

Address: _____ City: _____ St: _____ ZIP: _____

County: _____ Phone: _____ Email: _____

REGISTRATION: Conference attendance, which includes dinner, is \$116.00

Total per person (conference and dinner) \$116.00 x _____ = \$ _____

Guest (for the Dinner only) \$ 66.00 x _____ = \$ _____

Dinner consists of spring mix salad with raspberry vinaigrette dressing, slow-cooked short ribs with seared polenta cake and roasted garlic Brussels sprouts, or chicken breast Florentine with Yukon gold potatoes and baby carrots both served with chef's choice of accompaniments and baked rolls. All entrees with dessert. A vegetarian option is available. Wine provided on the table. Coffee, decaffeinated coffee, and hot or iced tea is available.

Dinner Selection: Short Ribs _____, Chicken _____, or Vegetarian _____.

YES, I want to make an additional tax-deductible donation to help underwrite conference costs* \$ _____

*will be listed in conference program if received by October 1, 2019

TOTAL PAYMENT (excluding hotel room, which attendees book directly with the hotel) = \$ _____

Deadline for Conference registration: October 21, 2019

- Please note that only registered conference attendees are permitted to participate in the conference -

___ Check enclosed payable to CGJA

___ Credit Card amount \$ _____ MC Visa AMEX

Card Number: _____ - _____ - _____ - _____ Exp. Date _____ - _____
3-digit code on back of card

Billing name (if different from above) _____

Billing address (if different from above) _____

Signature: _____ **Date:** _____

If you wish to register by mail or email, complete the appropriate form and either:

1.) Save this fillable form and email as an attachment to: annualconference@cgja.org, OR

2.) Print and mail to: California Grand Jurors' Association, 1017 L Street #320, Sacramento, CA 95814-3805 94583, Attn: Treasurer

For conference information contact Lloyd Bell, CGJA Annual Conference Committee Chair, lloyd.bell@comcast.net

CGJA is a 501(c)(3) non-profit, charitable organization. Tax ID #33-0079227

NEWS FROM AROUND THE STATE

Mother Lode: New Chapter and First Tri-County

by Carolyn Stinemates, Chapter President



In January 2019, a core group of six Calaveras County grand jurors met to establish a CGJA Chapter. We titled the meeting "The Calaveras County Grand Jury Association Organizational Meeting." Amador and Tuolumne Counties were invited but unable to attend. It was midyear for all three grand juries, a busy time for all.

The CGJA Chapter Formation Guide was our blueprint. Gayle Baker, a 2017-18, 2-18-19 Calaveras County grand juror was instrumental in ensuring we follow the guide, working closely with Jim McClary, chair of the CGJA Membership Relations Committee at that time.

At our first organizational meeting, we elected interim officers. The following interim positions were filled: President Carolyn Stinemates, Vice President Gayle Baker, Recorder Linda Toren, Treasurer Diane Lloyd and Directors-at-Large Larry Abernathy and Ralph Copeland.

At the organizational meeting, we agreed that the legal formation of the chapter would be implemented after July 1, 2019, the beginning of our adopted fiscal year. Membership dues were established at a modest \$25 per year.

Subsequent monthly meetings successfully produced chapter bylaws and our Mission, Vision and Purpose Statement. Next came filing for incorporation, the development of a website and an email address, obtaining a post office box, and opening a bank account. The final touch was a membership application.

Creation and approval of the chapter name, "Mother Lode Chapter," was agreed upon with the goal of having a Tri-County membership. It identifies our location and is inclusive of all three counties.

Our adopted mission is to support the empaneled Amador, Calaveras and Tuolumne County civil grand juries and the grand jury superior court presiding judge in each county by promoting community awareness and a greater understanding of the substantial local government oversight and reporting powers for government accountability.

At the Tri-County CGJA training in San Andreas on August 5 and 6, 2019, Carolyn Stinemates, interim chapter president, and Diane Lloyd, interim chapter treasurer, promoted the chapter by inviting Amador and Tuolumne County grand jury members to attend our next meeting at the end of August and to consider joining the Mother Lode Chapter.

At that August 27 meeting, all three Mother Lode counties were represented, Amador, Calaveras and Tuolumne. Amador and Tuolumne representatives were enthusiastic at the idea of a tri-county chapter.

Thankfully so was the Board of Directors of CGJA, as they approved the Mother Lode Chapter and welcomed us to the association at their Board meeting that very evening. Our membership is now 18 and growing.

The chapter celebrated its official status by having a brunch potluck on September 24 at our Mother Lode Chapter monthly meeting. We were fortunate to have Medsie Bolin, a former CGJA board member and current CGJA trainer, as guest speaker. She presented the chapter with the official certificate from the CGJA Board of Directors.

We elected officers and formed committees to begin our work in earnest.



From left to right: Linda Toren, Luann Hopkins, Gayle Baker, Pam Rascoe, Diane Lloyd, Carolyn Stinemates, Medsie Bolin and Larry Abernathy.

from San Mateo by Barbara Arietta, Chapter President



Annual Scholarship Fundraising

The San Mateo County Association of Grand Jurors (SMCAGJ) will hold its Annual Scholarship Fundraising Luncheon on Friday, October 25, 2019, at the Basque Cultural Center, 599 Railroad Ave, South San Francisco, CA. This year's guest speaker is Mike Callagy, San Mateo County Manager.

Mr. Callagy has been asked to include in his luncheon presentation San Mateo County's response to a report from this year's grand jury that has attracted widespread media interest. The report addressed the question "How secure from cyberattacks is the online information that San Mateo County provides to the public?"

Reflecting the current concerns in this country about election integrity, the report has drawn widespread media interest, not just from San Mateo and San Francisco local media, but also from Washington DC media. It has been covered by both ABC and the Washington Post on the east coast.

For the past several years, SMCAGJ has had many interesting speakers at its annual luncheons. They have included state assembly speaker pro tems, congressional representatives, state senators, assemblymen, county supervisors, police chiefs and judges. Profits from these luncheons goes toward a \$500 college scholarship given to a local high school student. This year, the association has received word that the San Mateo County District Attorney's office created a budget item for the association's efforts and will add an annual \$1,000 contribution. Students applying for the scholarship compete in an essay contest, which requires them to familiarize themselves with the workings of the civil grand jury and its investigations. They must also present their own personal life story and goals.

The general public is welcome and encouraged to attend the luncheon. Doors open at 11:30 A.M. Lunch will be served at noon. Meal choices are: Salmon with Champagne Sauce, Breast of Chicken Chasseur and Vegetarian. Luncheon cost: \$35.00.

Checks should be made payable to San Mateo County Association of Grand Jurors. Both checks and menu selections should be remitted to Barbara Arietta, President, SMCAGJ, P.O. Box 1243, Pacifica, CA 94044. Responses must be received by Friday, October 18, 2019. No payments will be accepted at the door.

For any questions, please contact [Barbara Arietta](#) at 415-246-0775.

[View list and contact information for chapters and associations.](#)



Be a trainer. Face off with Facebook and Twitter. Help edit the *Grand Jurors' Journal*. Dig into finances. Screen award-worthy recipients and reports.

Should you feel so moved, we welcome committee volunteers (as we are an all-volunteer organization). See [more information](#).

Seeking Continuity Practices

by Ettore Leale, Foreperson, San Francisco Civil Grand Jury

The Civil Grand Jury of the City and County of San Francisco would like to learn about continuity best practices and success stories from other California civil grand juries. Specifically, we would like to learn how other counties are tracking the findings and recommendations of the grand jury over a period of years. We would like to learn about specific tools and processes used by continuity committees to track whether findings and recommendations suggested by a specific grand jury are in fact adopted over the span of years and multiple subsequent grand juries.

We would like to understand best practices that prevent recommendations from falling through the cracks over a period of several years. We would like also to better understand specific city and county statutory requirements across the state to track and implement grand jury recommendations, for example periodic public hearings, county controller reports, and so forth.

Please share your local best practices by sending a description or a follow-up contact to editor@cgja.org. Thank you in advance for any assistance.

And More on Continuity Reports

by Jerry Lewi, Vice-chair, Public Relations Committee

Continuity as always been a topic in CGJA's training program and we have always encouraged grand juries to engage in continuity practices that include monitoring of responses to grand jury reports as well as other elements of continuity such as training, rules of procedures, maintaining libraries, past reports and human resources such as legal advisors. The overarching principal of all continuity efforts is to take advantage of all available resources to make a sitting jury's job easier, rather than starting everything from scratch.

The training program strongly recommends that juries prepare and issue continuity reports that include the following:

Response Monitoring: Tabulation of responses vs. findings and recommendations.

Compliance: Statistically analyzing these responses to determine the number that are compliant with the legal requirements for timing.

Analysis: Evaluating content as well as data about percentages of recommendation that are agreed to.

Reinvestigation: Using the responses to launch a subsequent investigation on the same topic.

Implementation Review: Determining that the entity did what they said they would do.

We are pleased to note that the majority of grand juries are doing some level of response monitoring as learned by reviewing the 2018-19 final reports of every county. The reports vary with regard to discovery and depth. Most continuity reports are of the previous jury's reports, while some also include earlier years' reports. Some CGJA chapters are doing continuity work, usually in the form of implementation review. We will report on those efforts in future issues.

While conducting this review, we were asked by the current San Francisco City and County Civil Grand Jury questions of a similar nature. Please see the above article submitted by them for a request for information that can also be used in our study of the topic. We plan to publish results of our survey as soon as they are available.

Why do we care about this and work so hard to encourage juries in this regard, given there is no legal requirement to do this? We believe that these reports will have the following benefits:

Elected boards and county officials will know that someone is looking at their responses.

The public and the media will be better informed about the work of grand juries in their civil oversight role.

The positive impact of grand jury reports will be publicized that can only lead to greater participation and even greater success.

Ask the Trainer by Marsha Caranci, CGJA Training Chair



This regular column allows the CGJA Training Team to share with *Journal* readers our responses to some of the questions we receive from grand jurors.

Please remember the following: our trainers are happy to answer questions in their areas of expertise and may be contacted by using the information in Tab 8 of our training manual; you may not take any response as legal advice; and you should contact your local legal advisors to answer any question that might divulge confidential information.

Please submit your questions to me at cgjatraining@cgja.org. The Training Team's response to your question might appear in a future edition of the *Journal*.

Q. Our grand jury wants to request some basic information from the department we are investigating by requesting documents by email. Is that okay? Is an email disclaimer regarding confidentiality sufficient?

A. The grand jury can request documents either personally during an interview, by letter, by phone call, or by email. However, we believe that the last three methods should be used only for general information about the entity, such as their budget, policy manual, or organizational chart. Any request that would reveal the exact nature or scope of the investigation is confidential and should be accompanied by a formal admonition (as opposed to a typical email disclaimer), which is usually given both verbally and in writing during a grand jury interview.

Email correspondence from anyone to a public entity can be considered a public record, so we discourage use of email correspondence for anything other than routine communications from the grand jury. We think that as a best practice, any confidential communications or requests for specific information should not be sent by email.

Q. My grand jury is following up on responses to previous reports to find out if some government entities did what they said they were going to do. Can we just call them and ask them?

A. Following up on responses, when performed by a sitting grand jury, should be conducted like any other investigation. This is part of the Grand Jury Continuity process, and we commend your grand jury for doing this.

While it is possible to conduct an interview by telephone, it should be done only if necessary as it is more difficult to insure confidentiality in such a setting. A formal admonition should be used whether the interview is conducted by telephone or in person, and more than one juror must be present. Any information gleaned during the interview must be confirmed from at least one other source before it can be used in a report.

Reminder: CGJA Report Writing Workshops

If you are a current grand juror and your county has not yet registered jurors for one of these workshops, be sure to do so right away. The workshops are being held in these convenient locations:

Tues., October 22, in Visalia

Thur., October 24, in Rancho Cucamonga

Mon., October 28, in San Rafael

Wed., October 30, in San Jose

Nov. 5, in Sacramento SOLD OUT

Wed., Nov. 6, in Sacramento

Thurs., Nov. 14, in Redding

In addition to an overview of recommended format and content for grand jury reports, each one-day workshop will cover choosing a report style, the role of the investigating and editorial committees, and the procedures and time frames for a report's review, approval, and release. Our team of trainers will share best practice tips on how to write effectively. They will demonstrate the distinctions between facts and findings through group exercises. Attendees will practice developing and evaluating findings and recommendations and critiquing sample reports. A video will be shown to demonstrate how to conduct an exit interview to verify the report's findings.

This workshop, and the training materials that will be provided, will help grand juries improve the quality, readability, and effectiveness of their final reports.

The cost for the workshop is \$65 per juror. Each session will start at 9 a.m. and end at 4:00 p.m. For more information and to download a registration form, please visit our [website](#) or [email](#) us.

Recent board actions

Board Meeting, August 27, 2019

Approved the Mother Lode Chapter, California Grand Jurors' Association as a CGJA Chapter (Amador, Calaveras & Tuolumne). 1st multi-county chapter for CGJA.

All approved board meeting minutes are available on the CGJA [website](#).

Barbara Sommer, Secretary

NOTE: We encourage members to attend meetings of the board of directors. They are held on the fourth Tuesday of the month via teleconferencing (no meetings in July and December). Read [more](#).

Letters

Send your thoughts or opinions on CGJA or grand jury matters to editor@cgja.org.

Keep us posted

Send us your chapter or association news and accomplishments. Format articles in Word and send as email attachments to Barbara Sommer editor@cgja.org. For more details see [How to submit an article](#).

**DEADLINE for submitting articles for publication in the next issue
November 25, 2019**

Change of address - Please notify the editor@cgja.org of any email address changes.

The mission of the CGJA is to promote, preserve, and support the grand jury system through training, education, and outreach.

Contacts: [Officers and directors](#), chapter and associations [presidents](#)

STAY CONNECTED




Visit our website



California Grand Jurors' Association Voting Member Application

To promote, preserve, and support the grand jury system through training, education, and outreach

Check all that apply: New member* Renewal

Check one: 1 yr. membership, \$30 2-yrs or more (specify if more) \$25 per yr. Lifetime \$500

Please type or print legibly

Email address Telephone

Name

Mailing address

City County State Zip+4

California county of service Year(s) served on Grand Jury (e.g., 2000/01)

Are you a member of a local chapter or association? No Yes (please specify)

Please consider adding a donation \$ Do you wish your donation to remain unpublished? Yes No

Make check payable to California Grand Jurors' Association or enter credit card information below.

The California Grand Jurors' Association will not knowingly provide, sell, trade, transfer or in any other way deliberately reveal any such private member information to any party outside of the California Grand Jurors' Association

Applicable fees will be charged on returned checks

Amount enclosed or

Credit card amount (MC, Visa, AMEX, Discover – fill in the information below)

Card number – – – Exp. Date / Security code (on back of card)

Billing name (if different from above)

Billing address (if different from above)

Signature (OK to type)

CGJA is a California Nonprofit Public Benefit Corporation and designated an IRS Section 501(c)3 Tax Exempt Corporation. CGJA annual membership dues of \$75 or less are of token value, not substantial, and fully deductible. Contributions to the association are deductible to the extent permitted by law.

***Individual (voting) membership** is open to any person who is serving or has served as a member in good standing on a county grand jury in California. Members elect a Board of Directors to conduct association business. Members are eligible to serve on association committees, attend the association's annual conference at locations throughout California and receive the CGJA Journal, containing periodic updates of association and grand jury developments.

**Please continue to page 2 to indicate or update your volunteer choices and information.
Support our important work with your time!**

After you have completed this form, save it and either

- 1) email as an attachment to the CGJA Treasurer at treasurer@cgja.org or
- 2) print and mail to **California Grand Jurors' Association, Attn: Treasurer. 1017 L St, #320, Sacramento, CA 95814.**

CGJA Volunteer Interest Form

CGJA is an all-volunteer membership organization. We succeed mainly because our members **volunteer** to serve on our committees and/or train grand jurors. Serving on committees almost never requires travel. We communicate via email and computer video and telephone teleconferencing. Trainers travel throughout the state. We reimburse them for lodging and pay the government rate for mileage and a modest per diem for other expenses.

Contact Information			
Name		Phone	
Street		Email	
City, ZIP		County	

CGJA volunteers work mainly in committees and/or as grand juror trainers. In which areas are you **interested** in volunteering? Please check (with an x) each box as applicable.

Annual Conference Committee - oversees the preparation and conduct of the CGJA annual conference.

Awards Committee - administers the selection of winners of the awards given throughout the year.

Bylaws & Policies Review Committee - reviews proposed amendments to CGJA Bylaws and Policies, committee procedures, and chapter bylaws.

Finance Committee - oversees CGJA's financial management.

Legal & Legislative Resources Committee - formally responds to legal and "best practices" questions; monitors legislative activity affecting the grand jury system.

Membership Relations Committee - encourages membership and chapter formation and communication; supports regional activities.

Public Relations Committee - manages the website; publishes the *Journal*; educates the public in support of California's regular grand juries.

Technology Committee (new) - oversees and supports CGJA's technical, data, storage, and communications resources.

Training Committee - develops and conducts annual training programs for grand jurors, alternates, forepersons, and grand jury legal advisors throughout the state.

Trainer - train grand jurors under direction of the Training Committee.

Special Skills/Qualifications. We frequently seek volunteers with special skills and qualifications to carry out specific tasks. Please check each box as applicable.

Microsoft products: mainly Word, Excel, PowerPoint

Database management

Quickbooks Online

Bookkeeping or accounting

Video production

Education program development or management

Sales and marketing

Web page design, management, and optimization

Social media development and operation

Information technology management

Public speaking or lecturing

Publication writing, editing, or production

Legal expertise in nonprofit, corporate, or grand jury law

Teaching

Go to next page

CGJA Volunteer Interest Form

Please summarize your grand jury, other volunteer, and work experiences as related to the interests, skills, and qualifications that you checked on page 1.

Signature (okay to type)

Date

After you have completed this form, either

- 1) save and email as an attachment to the CGJA Treasurer at treasurer@cgja.org or
- 2) print and mail to **California Grand Jurors' Association, Attn: Treasurer. 1017 L St, #320, Sacramento, CA 95814.**

Thank you for your interest in volunteering with us.

Revised 11/27/18