

**Grand Jurors' Association of Orange County  
Board of Directors' Regular Meeting Minutes**

Held at Orange County's Credit Union, 856 N Ross St, Santa Ana, CA 92701

**January 9, 2020**

**1. Call to Order** – The meeting of the Board of Directors was called to order by President Stan Ness at 10:14 am. President Ness reminded those in attendance and for the record that starting January 1, 2020 the Association is operating under the new Bylaws. **Roll Call** by the Secretary: The minimum quorum of six was established by the presence of the following members: Alf Lyle, Barton Harlan, Diana Merryman, Ian Guajardo, Lynn Bonas, Marie Whittington, Stan Ness, Tim Ogata and Wanda Shaffer. Members absent: April Lancaster (Secretary was notified in advance), Joe Moreland (Secretary was notified in advance). Also, in attendance were General Members/Committee Chairman Bill Underwood and Dave Chapel.

**2. Acknowledgement of Guests....** Stan – (Note: No guests were in attendance.)

**3. Approval of Board Minutes of November 7, 2019 ....** Stan –

**Approval of Board Minutes of December 6, 2019** – Everyone received copies of both sets of minutes. Stan asked if there was any discussion. None was offered. Lynn moved to approve both sets of minutes as published. Seconded and approved unanimously.

**4. Treasurer's Report....** Stan Ness as Treasurer pro tem. – The pertinent totals were summarized. (See [Attachment #1.](#)) Discussion followed regarding the need for a permanent treasurer.

**(A) Election of treasurer position** – Lynn moved to nominate Diana Merryman for the position of Association Treasurer. Motion seconded. President Ness asked Diana if she accepted the nomination. She responded in the affirmative. No other nominations were offered from the floor. Stan asked for a viva-voce (voice vote). Motion carried with a unanimous vote.

**5. Membership Report....** Alf Lyle – A handout was provided to attendees. (See [Attachment #2.](#))

**(A) Re: numbers at Dec. luncheon** – Meals served were 55.

**(B) Status of paid memberships** – Marie Whittington just paid, bringing the total paid to 48.

**6. Programs....** Lynn Bonas –

**(A) Status of luncheon speaker** for March meeting – Sheriff Barnes has been confirmed. However, due to his duties and schedule Lynn is checking on a possible backup, if needed.

**(B) Suggestions for future speakers** – Members were asked to continue to make suggestions and send them to Lynn Bonas.

**(C) Recent discussions** with court officers as to training – Lynn reported that April Lancaster has been working on this project with Kostas. She met with Kostas in December, will be meeting with him on Tuesday, and will be in charge of this program for the GJAOC, per Kostas' request. She will report on this at the February Board meeting.

## 7. Newsletter.... Marie Whittington –

**(A) Status** – Marie reported that she had sent out a mock-up to some Directors requesting feedback. A “Letters to the Editor” section will be included. The intent currently is to publish on a quarterly basis. Members can, and are encouraged to, submit content. The Editor would like to have articles about what is going on at the city government level. Bill Underwood suggested using “Constant Contact” as a source. He will send information on this system to Marie. The Board was reminded that whatever we publish needs to be “non-political.”

## 8. Committee Reports:

**(A) Measure M....** Bill Underwood – It was reported that the new By Laws state: “4. Taxpayer’s Oversight Committee Selection Panel – Provides a Selection Panel to recruit, screen, and recommend persons to fill vacancies on the ‘OCTA Taxpayers Oversight Committee,’ an element of the transportation initiatives Measure M and Measure M2. Contracts with Orange County Transportation Authority are negotiated every five years.”

Bill pointed out that the Bylaws wording should more accurately state that, (Note: The Chairman’s recommended changes are shown in **Bold** as follows.) – “4. **Measure M (OC GO) Taxpayer Oversight Committee Applicants Screening Panel** – Provides **an Applicant Screening Panel of 5 GJAOC members to annually independently** recruit, screen, and recommend **no more than 5 persons per open OC supervisor district to be selected in blind lotteries, by district, by the OCTA board.** The objective is to fill annual vacancies on the **Measure M (OC Go) Taxpayers Oversight Committee**, an element of the transportation initiatives Measure M and Measure M2. Contracts with Orange County Transportation Authority are negotiated every five years.” (No action was taken on the recommendation to modify the wording of the new Bylaws regarding this matter.)

**(B) Speaker’s Bureau....** Sandy Dunkin/Wanda Shaffer – (Note: Prior to this meeting Sandy sent an email: “To all Board members, Committee Chairs and Committee members – Please find attached a copy of the Speakers Bureau Memorandum for the January Board of Directors Meeting.” (See [Attachment #3.](#))

1. Appointment of director – Lynn Bonas and Wanda Shaffer will meet together on this subject.
2. Future process – (Nothing was reported on this item.)
3. Access to mailbox/official address – This subject has been dealt with. Lynn was given the keys to the box by Sandy Dunkin. It was mentioned that we also need an official Email address. Lynn will look into this and report back.

**(C) Legislative....** John Moohr – Stan reported that due to health reasons John has resigned as the chair of this committee. The Board thanks John for his many contributions to the work of the Association over the years. His presence will be missed.

1. Replacement of position – The Board will now consider appointing a General Member to fill this vacancy. (Parliamentarian’s note: As per the current Bylaws, committee chairpersons do not need to be Board members. The President may appoint a current Board Member or a General Member to chair this committee.) Lynn Bonas indicated to the Board that she would rather be chair of the Legislative Committee than to continue as the chair of the Nominating Committee. This was so noted by President Ness.

**(D) Bylaws Committee....** Dave Chapel – It was agreed that it is not necessary in the future to automatically include this item on the agenda.

1. Status of final. (Approve or disapprove) – As previously announced, the proposed new Bylaws were approved unanimously by a vote of the General Membership on December 5, 2019. Dave will send out a copy of the final version to everyone and will have it posted on the Association website.

2. Procedure for the voting process of approval – (Note: This is now a closed question.)

**(E) Continuity Committee....** Diana Merryman –

1. Scheduled committee meetings – The Secretary asked if there has been any change, or proposed change, to the committee's established meeting schedule of the third Thursday of the month. Diana indicated that there had not. It was, therefore, agreed that this agenda item need not be included in the future until and if needed.

2. Responses from GJ panel – The current OC GJ panel still has not responded to the Association's offer for assistance.

3. Change to GJAOC Logo – The committee is in need of an artist to help with this item. Diana indicated that this will be discussed at the next committee meeting later this month.

4. Status of review of Schools report – Lynn Fenton put together a spreadsheet that the committee is using to help with their work on this item. It was noted that there is a problem here. The committee does not know if the succeeding Grand Jury did any follow-up with this report. There seem to be glitches or holes in the system/process.

**9. Unfinished Business....** Stan –

**(A) Presentation of Proposed Standing Rules....** Dave – This item should be removed from future agendas.

**(B) Establishment of Historian or Archivist....** At the request of the President this item was tabled without objection.

**10. New Business....** Stan –

**(A) Structure of existing Board of Directors,** and status of election process, actions needed. – Lynn Bonas reported that all of the current officers of the Board have agreed to continue in their position(s) for the calendar year of 2020. No other nominations were made from the floor.

1. Existing officers and positions review – Marie Whittington moved to accept by acclamation (by unanimous consent) the current officers with the inclusion of Diana Merryman as Treasurer. Seconded and passed without objection. – Alf Lyle moved that the following Board members be put on the OCCU checking account signature card and that the credit union be so notified with a copy of these minutes upon required approval thereof: President Stan Ness, First Vice President Lynn Bonas, Second Vice President Alf Lyle, Treasurer Diana Merryman and Secretary Barton Harlan. Seconded and passed without objection or further discussion.

**(B) Deciding on a "plan" for 2020 Goals and Objectives** – Stan wants to create a list of specific goals that the Board wants to accomplish this calendar year. Some work on this list has been started. Board members should send their ideas to Stan. He, in turn, will pass this list on to Marie Whittington.

**(C) Review of the 2020 Tentative Calendar of Events....** Dave – A copy (See [Attachment #4.](#)) has been provided to the Board members and to the committee chairs. Dave emphasized the word “tentative” – these calendars are subject to change at any time and therefore they are always tentative in nature. Time-critical items do need to be included.

**(D) Planning re: Grand Jury Awareness Month** – Stan will contact the Board of Supervisors concerning this subject. Dave Chapel provided the members with a copy of an article published by the California Grand Jurors’ Association, Public Relations Committee. (See [Attachment #5.](#))

**11. Adjournment:** The meeting was adjourned by the President, without objection, at 12:40 pm.

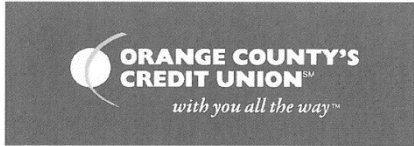
The next meeting of the Board is scheduled at Orange County’s Credit Union, 856 N. Ross Street, Santa Ana, CA 92701 on February 6, 2020 at 10:00 am.

By:

Barton Harlan

Board Secretary

**Five (5) Attachments follow.**



P.O. Box 11777, Santa Ana, CA 92711-1777  
 (888) 354-6228  
 OrangeCountySCU.org

STATEMENT OF ACCOUNT

Account No.	Statement Period	Page
91960540	12/01/19 Thru 12/31/19	1 of 1

ACCOUNT SUMMARY		
0008 BUSINESS EDGE CHECKING	\$	13,519.92
1011 12 MONTH CERTIFICATE	\$	9,405.83

GRAND JURORS ASSOC OF OC  
 PO BOX 17923  
 IRVINE CA 92623-7923

Get What You Love in 2020

The best way to reach your New Year's resolutions? Set a goal and stick to your plan. Whether you're planning that dream vacation, buying a new car, or upgrading your gym membership, set a goal and add a special savings account for it. Rename the account to match your savings goal, and set up automatic transfers to keep yourself on track. You'll be getting what you love before you know it.



BUSINESS EDGE CHECKING # 0008				
Beginning Balance	Deposits/Credits	Withdrawals/Debits	Ending Balance	Y-T-D Dividends
\$ 12,841.14	\$ 1,991.15	\$ 1,312.37	\$ 13,519.92	\$ 6.28

Transaction Date	Posting Date	Withdrawal	Deposit	Balance	Transaction Description
12/06/19	12/06/19		1,325.00	14,166.14	Deposit
12/06/19	12/06/19		625.00	14,791.14	Deposit by Check
12/09/19	12/09/19	-1,186.98		13,604.16	Check 1397
12/10/19	12/10/19	-125.39		13,478.77	Check 1400
12/23/19	12/23/19		40.00	13,518.77	Deposit by Check
12/31/19	12/31/19		1.15	13,519.92	Deposit Dividend Dividend Post

Annual Percentage Yield Earned 0.10% for period 12/01/19 to 12/31/19

Authorized Signer(s): JOHN Z GALLIE, ALFRED E LYLE, APRIL J LANCASTER J, STANLEY NESS, BARTON D HARLAN

Cleared Share Draft Recap:

\* Indicates check or share draft out of sequence

DRAFT#	DATE	AMOUNT	DRAFT#	DATE	AMOUNT
1397	12/09	1,186.98	1400*	12/10	125.39

12 MONTH CERTIFICATE # 1011						
Beginning Balance	Deposits/Credits	Withdrawals/Debits	Ending Balance	Y-T-D Dividends	Maturity Date	
\$ 9,389.24	\$ 16.59	\$ 0.00	\$ 9,405.83	\$ 168.48	07/02/20	

Transaction Date	Posting Date	Withdrawal	Deposit	Balance	Transaction Description
12/31/19	12/31/19		16.59	9,405.83	Deposit Dividend Dividend Post

Annual Percentage Yield Earned 2.10% for period 12/01/19 to 12/31/19

Authorized Signer(s): JOHN Z GALLIE, ALFRED E LYLE, APRIL J LANCASTER J, STANLEY NESS, BARTON D HARLAN

YTD ACCOUNT SUMMARIES:

Total Dividends Paid Year to Date: \$ 174.76

*with you all the way™*

## GJAOC Membership Status January 2020

- Current roster carries 182 names including members of the current 2019-2020 Jury and “non-current” but recent members
  - Reached out to membership encouraging paying dues either at the December luncheon or by mailing in dues
  - Reached out to non-paying members with “Resolution for 2020” message in early January
  - Will ask current members to reach out to prior GJAOC members or prior jurors they served with during January/Feb this year to try to re-engage prior jurors
  - Will purge roster if we have no response from prior members by the drop-dead date of May 2020
- We lost several members to death or moves over the past year
- Currently we have dues paid by six members of the 2018-19 Jury
- Last year we had 86 dues paying members
- As of 8 January 2020, we have 47 members with dues paid
  - As a point of comparison, last year we only reached 63 paid up dues by 5 June 2019
  - 41 paid dues at the December 2019 luncheon
  - 6 mailed in dues
- December 2019 Luncheon
  - Served 55 meals
  - We had one last minute cancellation and one no-show and two walk-ons
  -

### Attachment #3.

1/4/2020

To: Board of Directors, Grand Jury Association  
From: Sandra Dunkin, Chair, Speakers Bureau  
Re: **Speakers Bureau**

**This will be my last Memorandum for some time, since I have resigned from the Board of Directors and the Speakers Bureau for 2020 due to health reasons. I plan to be back “full steam ahead” in 2021. Wanda Shaffer will be the point person for the Speakers Bureau until the Board appoints a new Chairman.**

**This Memorandum will bring you up to date on our last two months of activity.**

#### **Seated Grand Jury Promotions & Orientation Committee Mtg**

We recommend this relationship continue to be nurtured throughout 2020. After the Jan. 17<sup>th</sup> deadline for applications is reached, the focus of the P&O Committee will undoubtedly be re-directed to training and orientation of the next grand jury, but there will be new roles for the GJA to play. Our symbiotic relationship benefits both parties and there are numerous areas yet to be explored.

Through this relationship, we can also maintain contact with Kostas. He has made it abundantly clear that he wants to be involved and apprised of all activities and outreach planned by both the GJA and the seated grand jury. His input, based upon his professional background and experience, benefits everyone's efforts.

- Short presentations are scheduled in the **Jury Assembly Room** by the P&O Committee, on a daily basis, Monday through Thursday, following a few words by a Superior Court Judge. Kostas schedules the judge and has been diligent in connecting their conversations to the grand Jury recruitment conversations.
- Wanda Shaffer is coordinating with the P&O Committee in flyer distribution at **libraries** throughout north Orange County and Districts 1 & 4. She sent her extensive list of libraries to you in a separate email.
- Stephanie Janji, Chairman of the P&O Committee, and I spoke to the **Rotary Club of Anaheim Hills** on December 5, 2019. I gave my PowerPoint presentation and Stephanie joined me for Q&A's. While Stephanie was careful with confidentiality concerns, she asked the audience what their concerns were with Orange County. She gave a fresh perspective and the audience was respectful, as well as impressed with a current grand jury member.
- Current grand juror Kris Beard and Judge Larsh gave a great interview at the **Studio Café on Seal Beach Cable TV station** on November 19<sup>th</sup>. Kris Beard is a former City Councilman for Garden Grove. Kris and Judge Larsh covered all the points on the recruitment message.

#### **Recruitment emphasis on Districts 1, 2 & 4**

Court officials struggle to draw more applications from these districts. The Speakers Bureau has been cognizant of the desire for diversity in gender, age and ethnic background. A recent casual

meeting with the **former President of the GJAOC, Cheryl Brothers**, was very helpful since Cheryl is currently the Mayor of Fountain Valley and understood our goals for diversity.

- After an introduction by Cheryl, I gave a short recruitment talk and passed out flyers to the **Fountain Valley Community Foundation** on November 21<sup>st</sup>.
- Cheryl also made an introduction to John Borack, Manager of the **Cable TV station covering Westminster, Stanton and Fountain Valley**. This banner is running through January 17<sup>th</sup>.

**MAKE A DIFFERENCE!**

**PROMOTE SOUND GOVERNMENT**

**SERVE ON THE 2020-2021**

## **Orange County Grand Jury**

- Ensure that the performance of county, city, and other local agencies is proper and ethical!
- Improve government with your recommendations!
- Respond to citizen complaints about local government agencies!
- Issue indictments for serious crimes!
- Make sure our local tax dollars are wisely spent!
- Evaluate conditions at our county's jails!



**Application and Information: [www.ocgrandjury.org](http://www.ocgrandjury.org)**  
**Grand Jury Hotline: 657-622-6747**

**APPLY NOW!**

### **Past and Future Presentations**

- Kris Beard and Judge Karen Robinson were interviewed by Ken Goldenberg on **Laguna Woods Village TV** on December 12, 2019. (Video can be viewed on YouTube by searching for Orange County Grand Jury.)
- Presentation by Sandy Dunkin to the **Irvine-Newport Beach Rotary** club on December 12<sup>th</sup>.
- Marie Whittington is slated to participate in Doug Chaffee's **Future Leadership Program** in March 2020.
- Postings of recruitment flyer in all five Supervisor's Newsletters.



## 2020 GJAOC TENTATIVE CALENDAR OF EVENTS

### JANUARY

- 1 - Board of Directors terms begin
- Start of Association's fiscal year
- Membership fees are due
- 9 - Board of Directors Meeting
- Election of Officers
- President appoints committee chairs
- 17 - OCGJ Application deadline

### FEBRUARY

- 1 - Grand Jury Awareness Month
- 6 - Board of Directors Meeting
- Nominating Committee confirmed and seated
- President appoints an Audit Committee
- Treasurer submits Annual Budget

### MARCH

- 5 - General Membership Meeting/Luncheon

### APRIL

- 2 - Board of Directors Meeting
- 15 - Regulator Information due - (SI-100 & RRF-1)

### MAY

- 1 - Last day to notify of delinquent dues
- 3-9 - JUROR APPRECIATION WEEK**
- 7 - Board of Directors Meeting
- 15 - Tax Information filing (199-N & 990-N)
- 21 - OCGJ Drawing of 19 Names

### JUNE

- 19-20 OCGJ Reception
- 1 - Delinquent members removed from roll
- 4 - General Membership Meeting/Luncheon
- 8 - OCGJ Training (6/9+6/10+6/11)

### JULY

- 20-21 OCGJ Reception
- 1 - 2019/20 OC Grand Jury Oath + term begins
- 2 - Board of Directors Meeting

### AUGUST

- 1 - Before August 1st, solicit nomination for BOD
- 6 - Board of Directors Meeting

### SEPTEMBER

- 3 - General Membership Meeting/Luncheon
- Elections for BOD.

### OCTOBER

- 1 - Board of Directors Meeting

### NOVEMBER

- Calif Grand Juror Assn. Conference
- 5 - Board of Directors Meeting

### DECEMBER

- 3 - General Membership Meeting/Luncheon
- State of officers presented and voted

dc1.9.20

## Attachment #5.

(Suggested activity programs for GJ Awareness Month developed by a friend of Dave Chapel on the California Grand Jurors' Association.)

### **Many chapters promote Grand Jury Awareness Month in their counties.**

By Jim Ragan, Chair, CGJA Public Relations Committee

Early each year as part of recruiting applicants for upcoming grand juries, many of our CGJA chapters work with their county board of supervisors to proclaim February as Grand Jury Awareness Month.

The public proclamation (a resolution) usually includes an appearance before the board by the president of the chapter and the current grand jury foreperson. This can be a valuable recruitment tool, especially when local media report and follow up on the proclamation.

#### **Strategies for getting the word out include:**

- Issuing an advance press release from your chapter, the superior court or board of supervisors, inviting media coverage.
- Having chapter members or sitting grand jurors use social media to invite their friends.
- Issuing a follow-up press release with information not only on the proclamation, but also on how to apply for grand jury service.
- Asking chapter members to use social media promote grand jury awareness and provide basics on how to apply for service.
- Taking photos of the proclamation ceremony and posting to social media or making them available to conventional media unable to be there.

Even if the media don't cover your event, there can be other benefits to the proclamation:

- Most board meetings are now broadcast on public-access TV stations, reaching an audience tuned in to local public issues. Viewers may be motivated to at least inquire about grand jury service – and tell their friends.
- The board of supervisors' proclamation of grand jury month every year keeps the grand jury in the supervisors' minds.
- A proclamation ceremony can alert other county employees and department leaders about the role of a civil grand jury.

Our website, [www.cgja.org](http://www.cgja.org), has downloadable sample documents from San Joaquin and Shasta counties to help. From the home page's Member Business tab, choose Chapter/Association Information on the pull-down menu and click on Chapter Resources.

We invite chapters involved in promoting Grand Jury Awareness Month to submit to us their documents for website posting. Please submit them to: [larryherbst488@gmail.com](mailto:larryherbst488@gmail.com)

In addition, as chair of the Public Relations Committee, I welcome your comments about the value of Grand Jury Awareness Month; your successes and failures with it; and what chapters and CGJA might do to improve its value.