



Recruiting Grand Juries

A GUIDE FOR JURY COMMISSIONERS
AND MANAGERS



ADMINISTRATIVE OFFICE
OF THE COURTS

Recruiting Grand Juries

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OCTOBER 2009



ADMINISTRATIVE OFFICE
OF THE COURTS

Judicial Council of California
Administrative Office of the Courts
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San Francisco, CA 94102-3688

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This report was prepared by the Administrative Office of the Courts in consultation with the Judicial Council's Access and Fairness Advisory Committee.

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Contents

Acknowledgments..... xi

Introduction..... 1

About This Guide..... 5

Step One: Develop a Plan 7

Step Two: Recruit Actively 9

 Use Local Media..... 24

 Recruit the Recruiters 30

Step Three: Keep Accurate Records and Publicize the Results..... 35

Step Four: Review Your Efforts 39

Appendixes 41

 Appendix A: California Standards of Judicial Administration, Standard 10.50 41

 Appendix B: California Rules of Court, Rule 10.625..... 43

 Appendix C: California Penal Code Sections 893 and 904.6 46

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Alameda	Marin	San Francisco
Amador	Mendocino	Santa Clara
Glenn	Monterey	Solano
Imperial	Orange	Sonoma
Inyo	Placer	Stanislaus
Lassen	Riverside	Yolo
Los Angeles	San Bernardino	Yuba

Introduction

The Judicial Council charged the Access and Fairness Advisory Committee with examining barriers to seating civil grand juries that more accurately reflect the diversity of the counties they serve and with developing recommendations that might help trial courts ameliorate any disparities. A survey of the trial courts about the demographic compositions of their civil grand juries between 1990 and 2004 indicated that most courts do not collect or maintain this information. Many jury commissioners and jury managers expressed concerns about the difficulty of diversifying their pools of grand jurors and were interested in any assistance that the Judicial Council could provide to recruit representative grand jurors.

This guide recognizes the influence that grand juries have on public trust and confidence in the courts and that grand juries that reflect the diversity of the populations they serve can increase public confidence in the justice system. These materials were developed to complement the *Grand Jury Resources Manual for the California Courts* (July 2005), which serves as a procedural and resource guide for court officers *after* a grand jury is seated. This guide provides concrete methods and tools to help those court officers *recruit* representative regular grand juries, meeting the guidelines and goals reflected in standard 10.50(b) of the California Standards of Judicial Administration (see Appendix A) and rule 10.625 of the California Rules of Court (see Appendix B), which reflect the council's long-standing interest in the appointment of a representative grand jury.

Standard 10.50 encourages courts to recruit grand jurors that more closely reflect the demographics of the populations they serve. It states:

(b) Regular grand jury list

The list of qualified candidates prepared by the jury commissioner to be considered for nomination to the regular grand jury should be obtained by one or more of the following methods:

- (1) Names of members of the public obtained at random in the same manner as the list of trial jurors. However, the names obtained for nomination to the regular grand jury should be kept separate and distinct from the trial jury list, consistent with Penal Code section 899.
- (2) Recommendations for *grand jurors that encompass a cross-section of the county's population* base, solicited from a broad representation of community-based organizations, civic leaders, and superior court judges, referees, and commissioners.

(3) *Applications from interested citizens* solicited through the media or a mass mailing.

(Emphasis added.)

Standard 10.50¹ was proposed and adopted in response to a council directive to the members of the 1991–1992 Superior Court Advisory Committee to draft appropriate legislation, rules of court, and standards of judicial administration that “fulfill the dual functions of providing *fairness in jury selection and minimizing challenges*,” (emphasis added). (Judicial Council of Cal., Advisory Com. Invitation to Comment Summary, *Proposals Regarding Grand Juries*, Nov. 1991.) This directive appears to have been in response to the 1991 amendment to Penal Code section 904.6 (see Appendix C), which was enacted as urgency legislation in September 1991 and supported by the council. Subdivision (e) of that statute provides:

It is the intent of the Legislature that all persons qualified for jury service shall have an equal opportunity to be considered for service as criminal grand jurors in the county in which they reside, and that they have an obligation to serve, when summoned for that purpose. All persons selected for the additional criminal grand jury shall be selected at random from a source or sources reasonably representative of a cross section [sic] of the population which is eligible for jury service in the county.

While section 904.6 is specific to criminal grand juries, in adopting standard 10.50, the council was attempting to “parallel the selection procedures in [section 904.6] with civil grand juries.”²

More recently, the council adopted Rule 10.625 of the California Rules of Court, which requires that courts collect and maintain certain demographic information regarding prospective and seated grand juries. That rule was proposed by the Access and Fairness Advisory Committee after it conducted the survey of the trial courts about the representative nature of civil grand juries that revealed that very few courts maintained age, gender, and occupation demographics for individual grand jurors. This lack of data precludes the drawing of any reliable conclusions as to whether California’s civil grand juries are demographically representative of their communities. This finding prompted the advisory committee to propose, and the Judicial Council to adopt, effective January 2007, rule 10.625, which requires that the courts collect and release this information annually. By collecting data, courts are in a position to recognize and address systemic underrepresentation.

Other experts in the field also have recognized the importance of a representative grand jury. In 2001, at a statewide conference that convened justice system members who are concerned about

¹ Standard 10.50 amended and renumbered effective January 1, 2007; adopted as section 17 effective July 1, 1992.

² January 27, 1992, report to Members of Superior Court Committee (of the Judicial Council), re Proposed Grand Jury Standard.

and work with grand juries, Michael Vitiello and J. Clark Kelso of the Capital Center for Government Law & Policy, University of the Pacific McGeorge School of Law, who drafted recommendations for the reform of California's grand jury statutes, remarked upon the importance of full participation of the community and diversity of the grand jury. Specifically, they stated:

No group should be excluded from participation in such an institution. The grand jury benefits from full participation of members of the community who may bring different points of view of areas studied by the grand jury. Members of racial and ethnic communities benefit by sharing a full stake in self-governance.³

As grand jury demographics increase in visibility, courts will find it increasingly important to effectively recruit members of underrepresented groups. This resource guide is provided to share ideas and recruitment strategies from the courts' survey responses to the Access and Fairness Advisory Committee's inquiries about their grand jury recruitment practices.

³ Michael Vitiello and J. Clark Kelso, *Reform of California's Grand Jury System* (2002) 35 Loy. L.A. L. Rev. 513, 584.

About This Guide

This guide does not suggest a cookie-cutter approach to a grand jury recruitment program for all courts. It does suggest that each court develop a customized plan and execute it consistently. Smaller courts may encounter different obstacles to achieving representative grand juries than courts in larger, metropolitan areas. In addition, each court has its own demographic representativeness to attain. Therefore, this guide provides various approaches to the recruitment process, specifically recognizing that some courts may have limited resources to devote to the grand jury recruitment process, while other courts may be able to employ a more comprehensive approach.

The suggested steps in this guide reflect a compilation of programs that trial courts are already using with some success. Remember that these are only guidelines and examples. Your court should feel free to modify or otherwise adapt any of the materials in this guide to meet its needs.

Step One: Develop a Plan

The first step is to create a plan. Keep it simple. It may fit on one piece of paper, but take the time to think about the resources at your disposal and how best to use them. Documenting your plan also supports the crucial step of later evaluating how well your efforts have paid off—and of determining what to do next year.

Your plan should address the following four areas:

- The *intended recipients* of your communications—the best groups to reach with your recruitment message;
- The *methods* used to communicate;
- The *messages* included in those communications; and
- Annual *measures* of success.

You should also set distinct goals for parts of your strategy, if possible (e.g., “Recruit five new applicants from contacts made through community meetings”), to help you measure success.

Step Two: Recruit Actively

If your court is not actively recruiting and instead relies on word of mouth or a posted sign in the courthouse, you may be missing opportunities to recruit people from underrepresented groups. One way to increase the number of applicants from these groups is simply to cast your net more widely. Send recruitment literature to civic and community organizations, faith-based organizations⁴, senior citizen centers, fraternal societies, organizations that assist persons with disabilities, and other civic or philanthropic organizations with diverse memberships in your county, such as the National Association for the Advancement of Colored People (NAACP) and the League of United Latin American Citizens (LULAC).

Every communication should contain a motivating statement, a call to action that specifies what the reader or listener should do and that provides enough information for the person to act (see, e.g., figure A on page 11). Motivational statements tend to refer to one or more of the following factors:

- The significance of the grand jury’s work (e.g., as a “watchdog agency”);
- The chance for direct involvement in government or a chance to get to know county government better;
- The opportunity to serve the community; and
- The candidly stated need for diversity on the panel.

The call to action for organizations is to recruit applicants or distribute enclosed materials. For potential jurors, it is to submit an application (see, e.g., figure B on pages 12–14). Materials accompanying the application should contain details of the qualifications for a grand juror (see appendix C, Pen. Code, § 893), a description of the commitment involved, and contact information (see, e.g., figure C on page 15). A well-designed application packet addresses all these elements and encourages potential applicants to sign up.

Most courts use the “captive audience” strategy to deliver these messages—posting grand jury recruitment notices in their halls and, especially, in jury rooms. These notices include not only a call to apply but also complete application information and the criteria and process for becoming a grand juror. This method, however, reaches only limited audiences.

An easy way to reach a broader audience and get high visibility for your recruitment posters is to obtain permission to post them in community buildings, such as:

- Libraries;

⁴ When contacting faith-based organizations and leaders, you must employ a broad-based, inclusive approach. Do not focus on one religion or sect in your community or particular religious leaders. Your outreach should make every effort to include all of these organizations and leaders if you use this strategy. Consider developing and using a list of all of the local faith organizations that have 501(c)(3) status. This list is available on the internet. See “not for profit organizations” within specified zip codes in your county.

- Senior centers;
- Ethnic restaurants;
- Retail businesses; and
- Community centers.

Figure A. Solicitation flyer from the Superior Court of Orange County.

MAKE A DIFFERENCE

**Serve Your Community as an
Orange County Grand Juror**

JANUARY 11, 2008
**The Deadline to Submit an
Application
To Become a Member of The
2008/2009
Orange County Grand Jury**



GO ON-LINE WWW.OCGRANDJURY.ORG
OR
CALL (714) 834-6747 FOR AN APPLICATION FORM

Become Involved

◆

**Promote Sound
Government**

◆

**Make
Recommendations
to
County Agencies
And Cities**

**Together We Make A Positive Difference
The Grand Jury**



Figure B. Grand jury questionnaire from the Superior Court of Contra Costa County.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF CONTRA COSTA
Grand Jury Commissioner
725 Court Street
Martinez, CA 94553
(925) 957-5879

GRAND JURY QUESTIONNAIRE
(Please print or type)

Name: Mr. () Mrs. () Ms. () _____
(Last) (First) (Middle)

Address: _____
(Street) (City) (State) (Zip)

Contact Information: _____
(Home Phone) (Work Phone) (Cell Phone) (Email)

Driver's License No.: _____

LEGAL QUALIFICATIONS

<input type="checkbox"/> Yes	<input type="checkbox"/> No	I am a US Citizen and at least 18 years old.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	I am presently serving on a trial jury.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	I will have been a resident of Contra Costa County for at least one year by next July 1.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	I have been discharged as a grand juror within the past year.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	I am in possession of my natural faculties, of ordinary intelligence, of sound judgment, and fair character.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	I have been convicted of malfeasance in office or a felony.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	I understand the spoken and written English language.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	I am presently serving as an elected public officer.

Please summarize your educational history:

Please summarize your employment history:

Please summarize your community service history:

Grand Jury Questionnaire Page 1 Revised 03/08

Figure B (continued).

Have you held public office or been employed by a public agency? Yes No

(If "yes", please list all positions held)

Have you ever sued, or have ever been sued, by a public agency, have a pending action before or against a public agency, or are you presently contemplating any such suit? Yes No

(If "yes", please describe details)

Do you currently have plans to be absent from Contra Costa County for longer than two continuous weeks from July 1, 2008 to June 30, 2009? Yes No

(If "yes", please give details)

Do you have transportation to attend meetings of the grand jury? Yes No

Are you interested in being appointed foreperson of the grand jury? Yes No

If you are employed, does your employer understand the nature of the duties of a Grand Juror and will he/she permit your participation as a juror, for the period that the grand jury shall be in session? Yes No

Grand Jurors are required to file "Statements of Economic Interests" which are intended to disclose financial interests that may create conflicts of interests. These are not confidential. Are you willing to submit such a statement? Yes No

If selected as a Grand Juror, you will be required to swear to or affirm an oath. Have you any objections to taking such an oath or affirmation? Yes No

How did you hear about the grand jury? _____

What can we do to assist you if you have any physical disability that might restrict your service as a Grand Juror? _____

Grand Jury Questionnaire Page 2 Revised 03/08

Figure B (continued).

Briefly state your reasons for wishing to serve as a Grand Juror:

List any areas of expertise you possess that may be helpful to the grand jury service (i.e., accounting, planning, etc.): _____

Please list hobbies you enjoy: _____

Pursuant to Penal Code Section 903.2, I understand an investigation that will include a criminal record check will be conducted to help determine my eligibility to serve as a Grand Juror. I further understand that if my name is drawn as a Grand Juror or as an alternate, I may be required to attend grand jury training (June 2008); if am seated as a Grand Juror, I will be available to attend grand jury meetings and devote the required time to complete grand jury work for one year, from July through June. I further understand that if my name is drawn as an alternate, I will remain available for one year to serve as a member of the grand jury if called upon.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated: _____
(Please insert date signed)

Signature: _____
(Please sign your name here)

NOTE: Serving as a Grand Juror necessitates traveling to Martinez for meeting and traveling to other sites in the County for various purposes.

Return by 5:00 p.m. April 15, 2008

MAILING ADDRESS: PERSONAL DELIVERY:

Grand Jury Commissioner Office of the Court Secretary
725 Court Street 1020 Ward Street, Room 2017
Martinez, CA 94553 Martinez, CA 94553

For statistical records, please mark appropriate boxes.

Age Range; specifically: 18-25 26-34 35-44 45-54 55-64 65-74 75 and over

Gender: Male Female

Race or Ethnicity: American Indian or Alaskan Native
 Asian Black or African American
 Hispanic/Latino Native Hawaiian or other Pacific Islander
 White (Anglo) Other Race or Ethnicity (Please state _____)
 Decline to Answer

Place of Residence by Supervisorial District:
 District 1 District 2 District 3 District 4 District 5

Figure C. FAQ sheet from the Superior Court of San Francisco County.

CIVIL GRAND JURY of SAN FRANCISCO

FAQ SHEET

What's the Civil Grand Jury?

• California's constitution mandates that each county annually impanel a "watchdog" grand jury with the duty to investigate the operations of the city and county's officers, departments, and agencies.

• San Francisco's civil grand jury consists of nineteen members randomly drawn from a pool of applicants, who serve for one year from July through June.

• **Jurors devote from 10-20 hours weekly, including some regular business hours.**

How Does it Work?

• Each jury determines which issues related to the governance of San Francisco City and County it wishes to study and how to proceed.

• Juries are free to choose their methodology. In recent years the usual practice has been to divide into committees, which then select areas they will investigate.

• State law authorizes civil grand juries to review and evaluate the effectiveness and cost/benefit of procedures, methods, and systems (as representatives of the local citizenry).

• **Jurors take an oath of permanent secrecy to protect those who provide information from possible retribution.**

• During their investigations, jurors inspect and audit books, records, and financial expenditures; interview civil servants and others who may have pertinent information; inspect government facilities, then issue reports with finds and recommendations for implementing them.

• After the presiding judge reviews these reports to make certain they meet legal requirements; they go to the appropriate department heads, who are required to respond. When they agree, they must specify how and when they will implement the recommended changes; if they disagree, they must explain their reasons. The jury then releases the reports to the public via the media and the Board of Supervisors, which generally holds public hearings on each year's reports.

When?

• Local custom is for the jury to meet weekly on Monday evenings from 5:30 to 7:30. Meetings take place at the Court building, 400 McAllister, in Civic Center.

• **Most committee work takes place during regular working hours.**

Who is Eligible?

• Grand jury eligibility includes: US citizenship, minimum age 18, residency in the City & County of San Francisco for at least one year, ordinary intelligence, good character, and a working knowledge of English. (Persons are ineligible to serve if they have been discharged from a civil grand jury within one year, are currently serving on a petit [trial] jury, are elected public officials, or have been convicted of a felony.)

• Jurors must by law disclose all investments and business positions in and/or income from any entity that has conducted business within the City & County in the previous two years, as well as income from all employees of the City & County and all interests in real property. These become matters of public record.

Applications to serve on the Civil Grand Jury are available:

Downloaded from the Superior Court website at www.sfgov.org/site/courts (click on the link for the Civil Grand Jury); by phone 551-3605 (week days 8-4:30); or at the Grand Jury Office, 400 McAllister, Room 008

Deadline: Friday, April 13, 2007

Direct mail, for example, to qualified petit jurors, also can be an effective tool. Most courts use a combination of direct mail and broadcast media (see the next section), with the mail campaign, including letters of solicitation along with pamphlets and fact sheets (see, e.g., figure D on pages 16–18).

Figure D. Informational brochure from the Superior Court of Santa Clara County.

<p>THE SANTA CLARA COUNTY CIVIL GRAND JURY</p>	<p>HISTORY</p>
	<p>The concept of juries dates back to Norman times in the eleventh century. By 1215 the jury concept had evolved into a guarantee expressed in the Magna Carta that no freeman would be “imprisoned or [dispossessed] or exiled or in any way destroyed...except by the lawful judgment of his peers...” In the United States, the Massachusetts Bay Colony impaneled the first grand jury in 1635 to consider cases of murder, robbery, and wife beating. The U.S. Constitution’s Fifth Amendment and the California Constitution call for grand juries. Grand juries were established throughout California during the early years of statehood. As constituted today, the grand jury is a part of the judicial branch of government, an arm of the court.</p>
	<p>FUNCTIONS</p>
	<p>The Civil Grand Jury is an investigatory body created for the protection of society and the enforcement of the law. Although the responsibilities of a juror are many and diverse, the three pre-dominant functions include:</p> <p>CIVIL WATCHDOG RESPONSIBILITIES—</p> <p>This is the major function of present day grand jurors, and considerable effort is devoted to these responsibilities. The Grand Jury may examine all aspects of county and city government and special districts to ensure that the best interests of Santa Clara county citizens are being served. The Grand Jury reviews and evaluates procedures, methods and systems utilized by county/city government to determine whether more efficient and economical programs may be employed. The Grand Jury is also authorized to:</p>

Figure D (continued).

- Inspect and audit books, records and financial expenditures to ensure that public funds are properly accounted for and legally spent.
- Inspect financial records of over 25 special districts in Santa Clara County.
- Inquire into the conditions of jails and detention centers.
- Inquire into charges of willful misconduct in office by public officials or employees.

Most Grand Jury “watchdog” findings are contained in reports describing problems encountered and making recommendations for solutions.

During its term, the Grand Jury may issue final reports on the operations of Santa Clara County government. The County Board of Supervisors must comment upon the Grand Jury’s recommendations.

CITIZEN COMPLAINTS—

As part of the civil function, the Grand Jury receives letters from citizens alleging mistreatment by officials, suspicions of misconduct, or governmental inefficiencies. Complaints received from citizens are acknowledged and investigated for their validity. Such complaints are kept confidential. If the situation warrants, and corrective action is under the jurisdiction of the Grand Jury, appropriate action is taken.

CRIMINAL INVESTIGATIONS—

Occasionally and under certain circumstances, the Grand Jury holds hearings to determine whether evidence presented by the district attorney is of sufficient nature to warrant persons having to stand trial in court. A minimum of 12 jurors must vote for an indictment in any criminal proceeding. The types of cases presented to the grand jury by the district attorney usually include:

- Cases involving public officials, employees or police officers.
- Other cases the district attorney deems appropriate.

QUALIFICATIONS

Prospective grand jurors must possess the following qualifications (Penal Code Section 893):

- Be a citizen of the United States of the age of 18 years or older who shall have been a resident of the county for one year immediately before being sworn.
- Be in possession of his or her natural faculties, or ordinary intelligence, of sound judgment and of fair character.
- Possess sufficient knowledge of the English language.

A Person is NOT competent to act as a grand juror if any of the following apply:

- The person is serving as a trial juror in any court of this state.
- The person has been discharged as a grand juror in any court of this state within one year.
- The person has been convicted of malfeasance in office or any felony or other high crime.
- The person is serving as an elected public official.

Desirable qualifications for a grand juror include the following:

- Open-mindedness, with concern for the views of others.
- Ability to work with others.
- Genuine interest in community affairs.
- Investigative skills and an ability to write reports.

Figure D (continued).

SELECTION

In the spring of each year Superior Court Judges seek volunteers to apply for service on the Grand Jury.

The Superior Court Judges nominate thirty prospective grand jurors from the pool of applicants, divided among the county's supervisorial districts. These people are invited to appear before the Presiding Judge of the Superior Court. At this time, with the outgoing Grand Jury in attendance, nineteen names are drawn randomly. All nineteen members are sworn in and given a description of their duties and responsibilities by the Presiding Judge. These citizens serve a one-year term.

COMMITMENT

Persons selected for Grand Jury service must make a time commitment of a minimum of three days per week (20-25 hours) for a period of one fiscal year. It is not uncommon for Grand Jury members to devote four and sometimes five days per week to their duties.

REMUNERATION

Grand Jurors receive per diem of \$20 for meetings and Grand Jury activities, and mileage reimbursement.

ORIENTATION

An orientation program about county and city government and other county entities is provided to those selected for Grand Jury service.

WHY BECOME A GRAND JUROR?

Those who are asked to serve on the Grand Jury feel privileged to be selected. They enter this service with interest and curiosity in learning more about the administration and operation of the government in the county in which they live.

Although serving as a grand juror consumes many hours, those who serve are willing to give their time for the betterment of the government which, in truth, belongs to them.

If and when you are asked to serve as a Grand Juror, step up to your responsibility, accept the appointment and represent the community in which you live.

Santa Clara County residents are urged to apply for service on the Grand Jury. Information may be obtained from:

Office of the Civil Grand Jury
Superior Court of California
County of Santa Clara
191 North First Street
San Jose, CA 95113

408-882-2721

www.sccsuperiorcourt.org/jury/gj.html

Courts use Web sites to varying degrees. Web sites provide one way of publicizing your grand jury selection process and the results of your recruiting. Some courts include grand jury recruitment information on their sites. The Superior Court of Orange County, in collaboration with the County of Orange, created a standalone Web site (see figure E on pages 19–23) for its grand jury that reflects the court’s limited role in administering the civil grand jury (see www.ocgrandjury.org).

Figure E. Superior Court of Orange County grand jury Web site.



Figure E (continued).

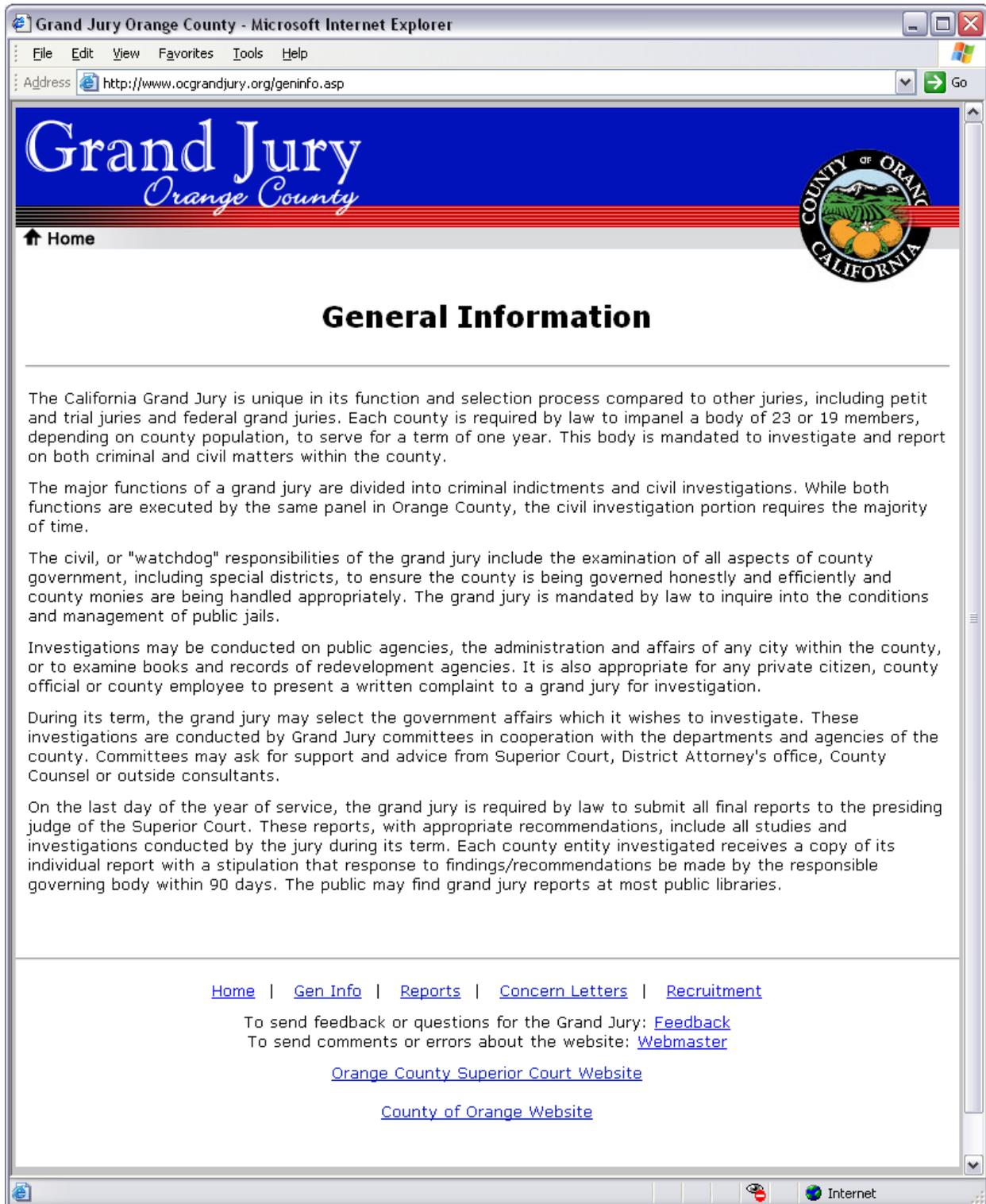


Figure E (continued).

Grand Jury Orange County - Microsoft Internet Explorer

Address <http://www.ocgrandjury.org/reports.asp>

Grand Jury Orange County

Home

Grand Jury Reports

All Grand Jury Reports are in Adobe Acrobat (.pdf) format. [Click here to download Acrobat Reader.](#)

Responses to Grand Jury Reports, when available, may be viewed at the Orange County Public Law Library located in the Civic Center Plaza, building #32. Beginning with the 2002/2003 report, they will be available on this website when received in electronic format.

2007-2008 Reports, in order of release.

- [The State of Orange County Jails](#) 06/04/08, 458K
 - [Orange County Sheriff Department](#) 08/04/08, 243K
- [Is Orange County Going To The Dogs?](#) 06/03/08, 114K
 - [City of Laguna Beach](#) 06/09/08, 20K
- [What Is Orange County Doing About Teenage Pregnancies?](#) 05/29/08, 90K
- [Are Charter Schools Getting Passing Grades?](#) 05/28/08, 193K
 - [Tustin Unified School District](#) 05/27/08, 211K
 - [Anaheim City School District](#) 06/27/08, 28K
- [Water Budgets, Not Water Rationing](#) 05/22/08, 110K
 - [Moulton Niguel Water District](#) 07/11/08, 46K
- [Orange County Campaign Reform Ordinance – Fair Campaign Practices Commission](#) 05/21/08, 160K
- [Orange County Human Resources Procedures Out Of Date, Out Of Time](#) 05/20/08, 118K
- [After The Big One, Will Critical County Services Survive?](#) 05/19/08, 117K
- [A Snapshot of Juvenile Facilities in Orange County](#) 05/15/08, 405K
- [Restaurant Inspections – What No One Is Telling You](#) 05/08/08, 359K
- [Can the Emergency Operations Center at Loma Ridge Survive a Disaster?](#) 05/06/08, 104K
- [NO COUNTY FOR OLD BOOMERS When Orange County Baby Boomers Retire, Where Will They Live?](#) 05/02/08, 93K
 - [City of Mission Viejo](#) 07/08/08, 58K
 - [City of Laguna Hills](#) 06/30/08, 53K
 - [City of Costa Mesa](#) 06/18/08, 123K
- [MAN DOWN!! WILL HE GET UP? Nursing Care at Orange County's Jail Facilities](#) 05/01/08, 821K
- [The Anatomy of Safe and Sane Fireworks Sales in Orange County](#) 04/24/08, 121K
 - [Orange County Sheriff Department](#) 05/21/08, 37K
 - [Orange County Sheriff Department](#) 06/11/08, 159K
- [PARADISE LOST: If a Tsunami Strikes the Orange County Riviera...](#) 04/14/08, 317K
 - [City of Laguna Beach](#) 05/20/08, 171K
 - [City of Newport Beach](#) 06/09/08, 70K
 - [City of Seal Beach](#) 05/12/08, 47K
 - [City of Seal Beach](#) 05/12/08, 46K
 - [City of Huntington Beach](#) 05/20/08, 31K
 - [City of Dana Point](#) 05/27/08, 43K
 - [City of Laguna Beach](#) 04/14/08, 182K
 - [City of San Clemente](#) 04/30/08, 48K
- [Bankruptcy Controls – Going, Going, ...](#) 03/25/08, 38K
- [Grand Jury Casts Vote Of Confidence In OC Election Process](#) 01/23/08, 159K
 - [County Executive Officer](#) 04/01/08, 51K

Figure E (continued).

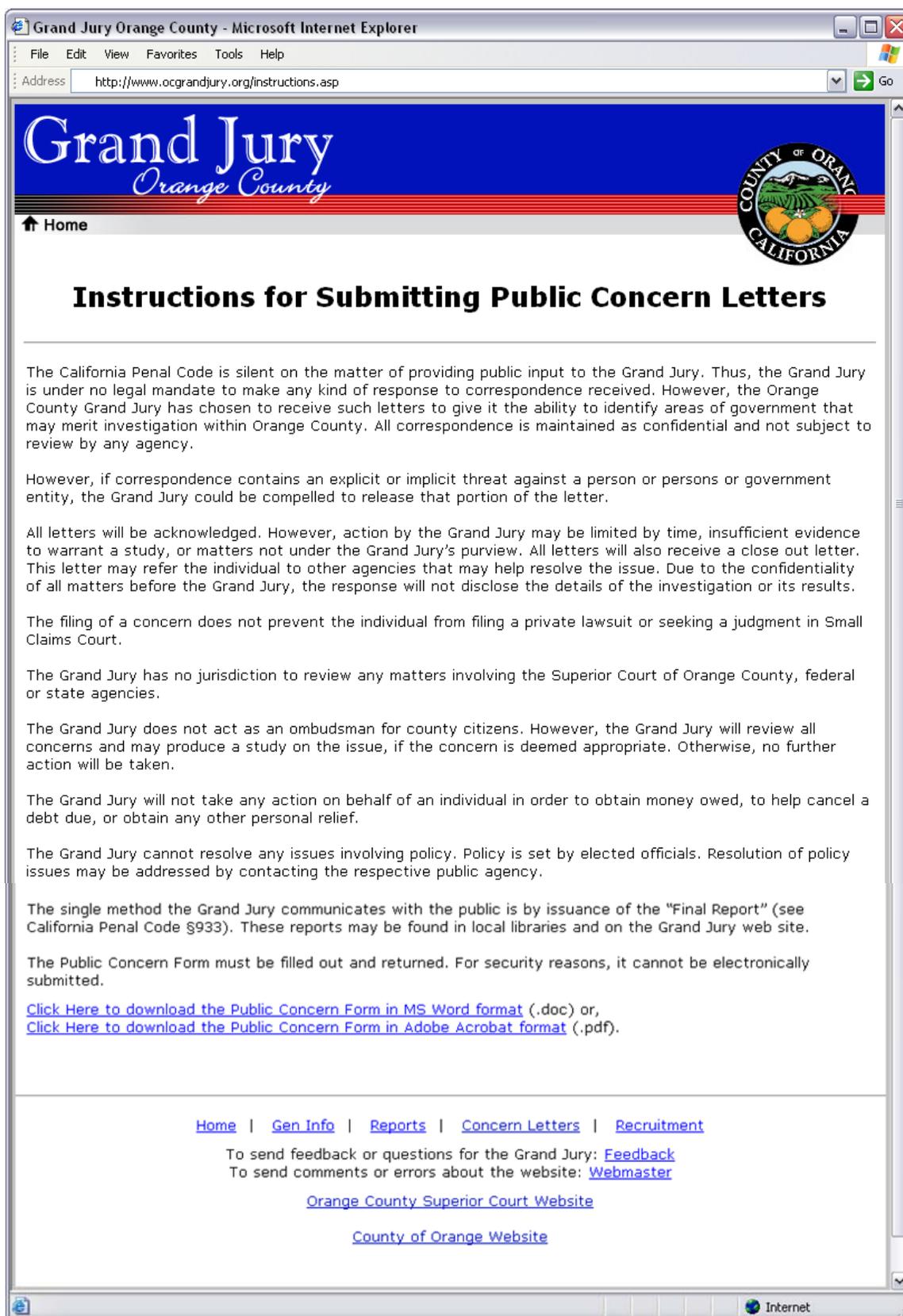


Figure E (continued).

The screenshot shows a Microsoft Internet Explorer browser window displaying the website <http://www.ocgrandjury.org>. The page features a blue header with the text "Grand Jury Orange County" and the County of Orange logo. A "Home" link is visible in the top left. The main heading is "Recruitment".

The recruitment text explains that applicants are reviewed by a committee and judged on knowledge, skills, and abilities. It notes that approximately 90 applicants will be identified, and the top 30 will be invited for an interview. A background check by the Orange County Sheriff's office will be conducted for the best-qualified applicants. The law requires selection from five supervisory districts. Thirty persons will constitute the grand jury panel, with the first 19 names chosen in a lottery draw. An orientation process is held shortly before the grand jury term of service (July 1 through June 30).

A link for "Recruitment Video (.wmv) 16 MB." is provided. Below this is a "Demographic Information" section with four bullet points, each containing links for "by Age", "by Gender and Occupation", and "by Race or Ethnicity":

- FY 2007-2008 Prospective Grand Jurors
 - [by Age](#)
 - [by Gender and Occupation](#)
 - [by Race or Ethnicity](#)
- FY 2008-2009 Prospective Grand Jurors
 - [by Age](#)
 - [by Gender and Occupation](#)
 - [by Race or Ethnicity](#)
- FY 2007-2008 Panel Members
 - [by Age](#)
 - [by Gender and Occupation](#)
 - [by Race or Ethnicity](#)
- FY 2008-2009 Panel Members
 - [by Age](#)
 - [by Gender and Occupation](#)
 - [by Race or Ethnicity](#)

Four informational boxes are arranged in a 2x2 grid:

- Qualifications:** States that law requires specific qualifications and lists more specific ones. Includes a "More" link.
- Application:** States that the 2008-2009 recruitment process is closed and provides a "here" link for a copy of the application.
- Background Investigations:** Lists items such as "What to Expect During the Background Investigation Process", "Record Checks", and "Written Report to Committee". Includes a "More" link.
- Commitment / Compensation:** Discusses the responsibilities and time requirements of grand jurors. Includes a "More" link.

The footer contains navigation links: [Home](#) | [Gen Info](#) | [Reports](#) | [Concern Letters](#) | [Recruitment](#). It also provides contact information for feedback and a link to the [Orange County Superior Court Website](#).

Other ideas for promotional opportunities are:

- Request permission to insert flyers in municipal billing statements, other public bulletins or notices, and retiree newsletters (e.g., see figure F on page 25);
- Include recruitment messages on the court's interactive voice-response phone lines in English and other frequently encountered languages in your court; and
- Cosponsor county or city proclamations of Grand Jury Awareness Month.

Use Local Media

Most courts use a mix of direct mail and local media. The standard approach is to post notices as advertisements in newspapers or to place public service announcements (PSAs) on local television or cable TV stations (e.g., see figure G on page 25 and figure H on page 26).

Many counties have market-specific TV, radio, and print media that typically support public interest matters such as grand jury service.

Some less traditional but potentially effective ideas include the following:

- *Non-English-language media.* Bilingual residents frequently use them as their primary sources of information.
- *Smaller, neighborhood-based periodicals.* These periodicals often will give you more attention and page space than mass-market newspapers.
- *News media.* Some steps you can take to use the media include:
 - Make the grand jury recruitment effort newsworthy and pitch it to local Public Broadcasting System (PBS) affiliates, newspapers, or radio stations (see, e.g., figure I on page 27).
 - Issue a press release (see, e.g., figure J on page 28 and figure K on page 29) announcing the commencement of recruitment.
 - Use the empanelment of a new grand jury as an opportunity to talk about the process and your recruitment efforts for next year. Create a public and media event around the selection of a grand jury (use this as an opportunity for community outreach to educate the public on the role of the court and the grand jury).

Media recognize that a judge's remarks, whether in a letter or in person, garner attention. Whenever possible, ask judges to act as spokespersons for the court's grand jury recruitment efforts.

Figure F. Insert for municipal bills from the Superior Court of Sonoma County.

**THE SUPERIOR COURT OF CALIFORNIA, COUNTY OF SONOMA, IS INVITING
CIVIC MINDED CITIZENS TO JOIN THE SONOMA COUNTY GRAND JURY FOR
2005 - 2006**

If you are interested in helping your community by serving as a grand juror, please
obtain an application on line at www.sonomasuperiorcourt.com or by sending a self
addressed stamped envelope to:

Sonoma County Superior Court
Attn: Court Administration
600 Administration Dr.
Santa Rosa, California 95403

For further information call (707) 565-1161

Application Due Date: April 8, 2005

Figure G. Public service announcement from the Superior Court of Sonoma County.⁵



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF SONOMA**

DENISE L. GORDON Court Executive Officer	600 Administration Drive, Rm. 107-J Santa Rosa, CA 95403 (707) 565-1160	JIM BRIX Deputy Court Executive Officer CINDIA MARTINEZ Deputy Court Executive Officer
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PUBLIC SERVICE ANNOUNCEMENT

The Sonoma County Superior Court is now accepting applications for next year's
Civil Grand Jury.

A new Grand Jury is impaneled every year and consists of 19 members. The term of service is for one fiscal year, July through June, but a juror should expect their yearly time commitment to run from July through the following July. The Grand Jury's primary function is to examine all aspects of county and city government to ensure that public agencies are conducting business in an appropriate and efficient manner.

The selected Grand Jurors are compensated for their attendance at general sessions at the rate of \$15.00 per day, and for committee meetings at the rate of \$12.50 per day. Mileage expense is compensated at the rate set by the Internal Revenue Service (currently \$.375) for each mile driven for general sessions or committee work.

If you are interested in helping your community by serving as a grand juror, please obtain an application on line at www.sonomasuperiorcourt.com or by sending a self addressed stamped envelope to:

Sonoma County Superior Court
Attn: Court Administration
600 Administration Dr.
Santa Rosa, California 95403

For further information call (707) 565-1161

Application Due Date: April 15, 2005

⁵ Unless a higher fee or mileage rate is permitted by a city or county ordinance, Penal Code section 890 (see Appendix C) establishes the fees and mileage rate for each day of attendance as a grand juror.

Figure H. Public service announcement in Spanish from the Superior Court of San Bernardino County.

**TRIBUNAL SUPERIOR DEL CONDADO DE SAN BERNARDINO
STATE OF CALIFORNIA**

CONTACTO: Susan Shuey (909) 387-3820

COMUNICADO DE SERVICIO PUBLICO
(1 Minuto)

VIGENCIA: Al Recibirlo
VENCIMIENTO: 15 de April de 2005

SE NECESITAN VOLUNTARIOS PARA EL GRAN JURADO

HAGA VALER SU TIEMPO OFRECIENDO SU SERVICIO AL GOBIERNO DE SU PROPIO CONDADO. EL JUEZ DE TRIBUNAL SUPERIOR QUE PRESIDE PETER NORELL, ANUNCIO QUE SE ESTAN ACEPTANDO SOLICITUDES PARA UN GRAN JURADO NUEVO. OFREZCA SU SERVICIO VOLUNTARIO PARA EL GRAN JURADO DEL CONDADO DE SAN BERNARDINO 2005-2006.

LOS MIEMBROS DEL JURADO GENERALMENTE TRABAJAN 3 O 4 DIAS POR SEMANA Y RECIBEN \$25 POR CADA DIA DE TRABAJO, INCLUYENDO COMIDAS Y MILLAJE COMO COMPENSACION POR SU SERVICIO. EL PUNTO DE REUNION ES POR LO GENERAL EL JUZGADO DE SAN BERNARDINO.

EL ESTADO DE CALIFORNIA PONE A CARGO DE LAS MIEMBROS LA INVESTIGACION TODAS LAS FASES DE LOS GOBIERNOS A NIVEL MUNICIPAL, CONDADO DISTRITO ESPECIAL ASI COMO ESCUCHAR INFORMACION SOBRE CIERTAS INVESTIACIONES CRIMINALES. TODA COMUNICACION CON EL GRAN JURADO SE MANTENDRA CONFIDENCIAL Y TODAS LAS QUEJAS FIRMADAS RECIBIRAN UNA RESPUESTA.

SERVIR EN EL GRAN JURADO ES IDEAL PARA TOTO CUIDADANO INTERESADO EN APRENDER Y AYUDAR A MEJORAR LA EFICACIA.

COMUNIQUESE HOY AL (909) 387-3820 PARA PEDIR UNA SOLICITUD.

###

LOS SOLICITANTES DEBEN POSEER SUFICIENTE CONOCIMIENTO DEL IDIOMA INGLES.

Figure I. Letter from the Superior Court of San Francisco County to the news media.



SUPERIOR COURT OF CALIFORNIA
COUNTY OF SAN FRANCISCO

DAVID L. BALLATI
PRESIDING JUDGE

March 21, 2007

KQED Radio
2601 Mariposa Street
San Francisco, CA 94110

Dear Sir or Madam:

As the Presiding Judge of the San Francisco Superior Court, I am writing to respectfully request your assistance. The Court is most interested in notifying all residents of San Francisco about the 2007 – 2008 Civil Grand Jury and the opportunity to volunteer for service. Your radio station will provide an invaluable public service by broadcasting the PSA's provided on the enclosed DVD as frequently as possible before April 10, and otherwise bringing the enclosed information to the attention of your listeners.

Broadcasting these free public service announcements will engender widespread interest in this important civic responsibility. On behalf of the San Francisco Superior Court, I wish to thank you for your kind consideration of this request.

Very truly yours,

Hon. David L. Ballati
Presiding Judge

Enclosures: Civil Grand Jury DVD
Civil Grand Jury Brochure
Civil grand Jury FAQ Sheet

400 McAllister Street • San Francisco, California 94102-4514 • (415) 551-5715

Figure J. News release from the Superior Court of San Bernardino County, 2008.



NEWS RELEASE

Release Date: **February 8, 2008**

SUPERIOR COURT OF
CALIFORNIA
COUNTY OF SAN BERNARDINO
303 West Third Street, 4th Floor
San Bernardino, Ca 92415-0302
www.sbcounty.gov/courts

909-382-3532

James C. McGuire
Presiding Judge

Tressa S. Kentner
Court Executive Officer

FOR IMMEDIATE PUBLICATION - DEADLINE INFORMATION INVOLVED

VOLUNTEERS REQUESTED FOR 2008-2009 SAN BERNARDINO COUNTY GRAND JURY

Volunteers for the 2008-2009 San Bernardino County Grand Jury are being requested, announced James C. McGuire, Presiding Judge of the Superior Court. Successful applicants will serve as Grand Jurors for the period beginning July 1, 2008 and ending June 30, 2009.

To be eligible for selection a person must be at least 18 years of age, a citizen of the United States, and a resident of California and the County of San Bernardino for at least one year prior to appointment. Potential Grand Jurors are also required to possess sufficient knowledge of the English language, be in possession of their natural faculties, of ordinary intelligence, of sound judgment and of good character. By law, elected public officials are not eligible.

Service as a Grand Juror involves an average of 3 to 4 full working days per week. Compensation is \$25 per day plus meals and mileage associated with service. The regular Grand Jury meeting place is located in San Bernardino.

The County Grand Jury is charged by the California Penal Code to investigate all aspects of County, city and special district government, and to hear information on certain criminal investigations. All communications to the Grand Jury are confidential and the Grand Jury responds to all signed citizen complaints.

Concerned and interested citizens can telephone (909) 387-3820 to request an application, may pick one up in person in Room 200 of the County Courthouse at 351 North Arrowhead Avenue, San Bernardino, CA 92415-0243, or may request an application in writing from this same address. Applications are also available at the various district Court offices throughout the County. Applications can also be downloaded from the Grand Jury's webpage at www.sbcounty.gov/grandjury.

Applications will be accepted through **April 18, 2008**.

#

Figure K. News release from the Superior Court of Yolo County, 2008.

April 23, 2008

NEWS RELEASE

Yolo County Grand Juror Candidates Sought

Applications are now being accepted for Yolo County grand jury service. Each July 1, the Yolo Superior Court impanels 19 grand jurors. The Court encourages applications from citizens representing a broad cross-section of the Yolo County community.

The primary civil function of the grand jury, acting as an entirely independent body, is to review the operations of city and county government as well as other tax supported agencies and special districts. The grand jury also investigates complaints from private citizens, local government officials or government employees. Based on the reviews and investigations, the grand jury publishes its findings and may recommend constructive action to improve the quality and effectiveness of local government.

Another responsibility of the grand jury is to consider criminal indictments based on evidence presented.

Eligibility requirements for grand jury service are:

- You must be a citizen of the United States;
- You must be 18 years of age or older;
- You have been a resident of Yolo County for at least one year before selection;
- You are in possession of your natural faculties, of ordinary intelligence, of sound judgment and fair character;
- You possess sufficient knowledge of the English language;
- You are not currently serving as a trial juror in any court of this state;
- You have not been discharged as a grand juror in any court of this state within one year;
- You have not been convicted of malfeasance in office or any felony or other high crime;
- You are not serving as an elected public officer.

Grand jury service is important work and a considerable responsibility. It is also an exciting opportunity to serve your community and learn more about local government. It can be an incredibly rewarding and satisfying experience. If selected, the term of service is a period of one year, from July 1 through June 30. You should be committed to serving the entire year. The average time commitment is approximately 25-40 hours per month. Generally, two grand jury meetings are conducted per month, usually in the evening. Additional committee meetings may sometimes be scheduled during business hours. There are two training opportunities soon after the new term begins. A half-day session is held in Woodland and a one – two day seminar, sponsored by the California Grand Juror's Association takes place in the Sacramento area. Applications should be submitted by May 16, 2008.

For a grand jury application, write, go online or call:

Jury Services
725 Court St., Room 303
Woodland, CA 95695
530 406-6828
www.yolo.courts.ca.gov

Recruit the Recruiters

Not every person you contact must be a potential juror. Some people can carry the grand jury recruitment message to other potential jurors. One effective strategy is to reach out to those who can reach many others, such as:

- Political leaders, including
 - Mayors;
 - City council members;
 - Members of the county boards of supervisors and their subordinates; and
 - School board members.
- Members of chambers of commerce;
- Officers and members of community-based organizations, such as:
 - Service organizations (e.g., Rotary, Kiwanis, League of Women Voters, National Charity League);
 - Ethnically based community organizations (e.g., National Association for the Advancement of Colored People; the Links, Inc., Asian Americans for Community Involvement, Black Women Stirring the Waters, and the Mexican-American Legal Defense and Education Fund);
 - Senior citizen centers, particularly those serving neighborhoods with substantial populations of underrepresented groups; and
- Local and ethnic media (see <http://news.newamericamedia.org/news>); and
- Faith-based organizations, including those that serve racial and ethnic communities. (See page 9, footnote 5.)

Communications should be simple and to the point. Also, enlist the assistance of the court's bilingual staff to draft letters, public service announcements, and articles for the print media (see sample letters in figure L on page 31 and figure M on page 32).

Leaders of community and service organizations often enlist outside speakers to bring important messages to their members and constituents during the organizations' regularly held meetings. Don't overlook these leaders' ability to assist your recruiting efforts.

Also, don't be discouraged if you are unable to speak directly to the mayor or other public officials. Their staffs can be your most important resource (see, e.g., figure N on page 33 for a sample letter to public officials, which can also be used as a script when contacting them by phone).

Figure L. Letter from the Superior Court of San Francisco County to service organizations.



SUPERIOR COURT OF CALIFORNIA
COUNTY OF SAN FRANCISCO

DAVID L. BALLATI
PRESIDING JUDGE

March 5, 2007

Ms. Anita Theoharis
President
Westwood Park Association
P.O. Box 27901-#770
San Francisco, CA 94127

Dear Ms. Theoharis:

The San Francisco Superior Court is accepting the names of volunteers for possible service on the San Francisco 2007 – 2008 Civil Grand Jury. The court requests that you announce this to your members, and otherwise bring this to their attention, in the hope that some may be interested in serving as Civil Grand Jurors. Also, at your request, we will be pleased to provide you with an informative DVD video presentation regarding service on the civil grand jury.

If your members would like more information and answers to questions about grand jury service, former jurors with the San Francisco Chapter of the California Grand Jurors' Association have offered to make a brief presentation to your organization. If you would like to schedule this, or have other questions, you may contact Holly Shepard at (415) 752-5433.

Please see the enclosed for details.

Very truly yours,

A handwritten signature in cursive script, appearing to read "David L. Ballati".

DAVID L. BALLATI
Presiding Judge

DLB/ah

Enclosures: Grand Jury Brochures
Civil Grand Jury FAQ Sheet
Examiner Article (copy)

400 McAllister Street • San Francisco, California 94102-4514 • (415) 551-5715

Figure M. Letter from the Superior Court of Yolo County to ethnically based organizations.



**Superior Court of the State of California
County of Yolo**

Jury Commissioner
725 Court Street, Room 303
Woodland, CA 95695
Phone: (530) 406-6828
Fax: (530) 406-6826

March 11, 2008

Hispanic Chamber of Commerce
PO Box 1232
Woodland, CA 95776-1232

Dear Sir/Madam:

The selection process for a list of prospective Yolo County grand jurors for the fiscal year 2008/2009 is about to begin. This selection process aims at forming a grand jury that is widely diverse and representative of the citizens of Yolo County. I am sending this letter to invite and encourage interested members of your organization to apply for grand jury service.

Some of the qualifications to serve on the grand jury include being 18 years of age or older; a citizen of the United States; residing in Yolo County for at least one year preceding selection; possessing sufficient knowledge of the English language and not currently being an elected public official. Anyone wishing to serve must also have the time to perform the duties of a grand juror. The average time commitment is 25-40 hours per month. The term is one-year, from July 1 through June 30. Generally, two grand jury meetings are conducted per month, usually in the evening. Additional committee meetings may sometimes be scheduled during business hours. Applicants should be committed to serving the entire term.

For your assistance I have enclosed an application along with information describing the duties of the grand jury and the qualifications of its members. Feel free to copy the application as needed. Interested individuals are encouraged to send their completed application to the Jury Commissioner, 725 Court Street, Room 303, Woodland, CA 95695, or, send their name and address and an application will be mailed to them. The grand jury "drawing of names" will take place in mid June, with the swearing in taking place during the first week of July. I would be grateful if I could have all responses on or before Friday, May 16, 2008.

If you have any questions, please contact me at the above phone number. Thank you in advance for your assistance.

Sincerely,

Robyn W. Weaver
Jury Commissioner

Enclosures

Figure N. Letter from the Superior Court of Yolo County to public officials.



**Superior Court of the State of California
County of Yolo**

Jury Commissioner
725 Court Street, Room 303
Woodland, CA 95695
Phone: (530) 406-6828
Fax: (530) 406-6826

April 22, 2008

The Honorable Matt Rexroad
Yolo County Board of Supervisors
625 Court Street, Room 204
Woodland, CA 95695

Dear Supervisor Rexroad:

The selection process for a list of qualified prospective grand jurors for the fiscal year 2008/2009 has begun and your help would be greatly appreciated. To ensure diversity and a good geographical representation would you be so kind as to suggest the name and address of individuals who reside within your supervisory district, known to you, whom you believe would be good grand jurors.

For your assistance I have enclosed information describing the duties of the grand jury and the qualifications of its members. Anyone wishing to serve must have the time to perform the duties of a grand juror. The average time commitment is 25-40 hours per month.

List as many individuals as you wish, and please include addresses so we can follow up with a grand juror questionnaire/application. Your assistance in helping us prepare a diverse list of qualified grand jurors who will benefit Yolo County by their service will be greatly appreciated. I would be grateful if I could have your suggestions before Friday, May 16, 2008.

Thank you in advance for your recommendations.

Sincerely,

Robyn W. Weaver
Jury Commissioner

Enclosures

Step Three: Keep Accurate Records and Publicize the Results

Rule 10.625 of the California Rules of Court requires that the court maintain records concerning the composition of its regular grand juries. After receiving applications and nominations at the end of the recruitment period, and after the grand jury is selected, each court must create a method to capture certain demographic data—age range, gender, race, and ethnicity—relating to each prospective regular grand juror. If a court uses another procedure to obtain the names of prospective jurors, it is still required to develop a method to collect their demographic information. Rule 10.625 also requires each court to develop and maintain a database containing that information for each prospective regular grand juror, the candidates who are ultimately selected by the court to serve as grand jurors, and any carryover grand jurors. The database also must contain the name and occupation and year of service of each juror. The database should indicate how the juror initially became a candidate (by random draw, application, or nomination).

Finally, rule 10.625 requires that each court develop and maintain an annual summary of the information in the database and make it available to the public (see, e.g., figure O on pages 36 and 37). To ensure the privacy of the demographic information that applicants and jurors provide, the summary must not include their names. While some courts are concerned that the disclosure of the grand jury demographics will invite criticism and lawsuits challenging the jury venire if a certain level of representation is not achieved, releasing the annual summary to the public should mitigate that concern. Thus, the rule is intended to highlight courts' efforts to recruit jurors and to achieve broad-based representation reflective of the county's population by making the selection process more transparent and thus more likely to garner community support. If the applicant pool is representative, but the jurors seated are not—because your court uses the random draw procedure to make the final selection, for example—the court can highlight that fact in its annual summary or when it releases the data.

Figure O. Demographic summary report for 2007 from the Superior Court of Sacramento County.



SUPERIOR COURT OF CALIFORNIA
COUNTY OF SACRAMENTO

Sacramento County Grand Jury Demographic Summary Report, July 1, 2007

The Sacramento County Grand Jury is a body comprised of qualified persons drawn from the citizens of the county, who have volunteered or been selected at random, and nominated by a judge of the Superior Court. Each year a Grand Jury of 19 such individuals is drawn from prospective grand juror nominations. As the population of Sacramento County grows, the demographic composition is subject to change. Accordingly, outreach efforts continue to elicit eligible, qualified and competent individuals from a cross-section of the population in order to compose a diverse and representative Grand Jury pool as illustrated in figures 1 and 2 below. The data represents the July 1, 2007 Prospective Regular Grand Jurors¹.

In fact, demographics are the focus of a new mandate issued by the Judicial Council of California. Effective January 1, 2007, Rule 10.625 of the California Rules of Court requires the jury commissioner or designee to collect certain demographic data from prospective regular grand jurors and maintain this information in a database and that an annual summary be made available to the public.

In compliance with the requirements, demographic information is summarized in the charts displayed below. Please contact the Sacramento County Grand Jury Coordinator at 916.874.7559 if you have any questions or requests concerning this data.

Figure 1: Displays the Ethnicity Percentage of 103 Prospective Regular Grand Jurors.

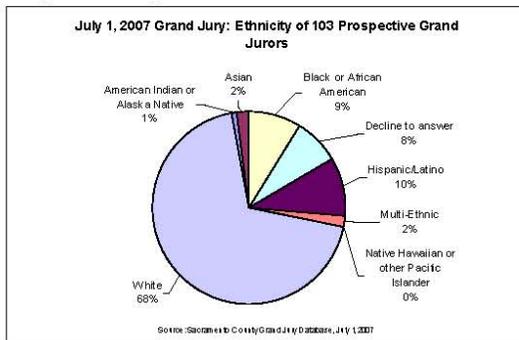
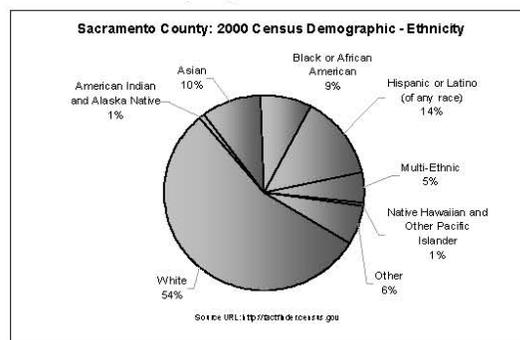


Figure 2: Displays the Ethnicity Percentage of Sacramento County Population in 2000 Census.



¹ Prospective regular grand juror means those citizens who (a) respond in person to the jury summonses or questionnaires from the court for the purposes of grand jury service and are eligible to serve as regular grand jurors, or (b) either submits an application, are recruited, or are nominated by judicial officers and are eligible to serve as regular grand jurors.

Figure O (continued).



SUPERIOR COURT OF CALIFORNIA
COUNTY OF SACRAMENTO

The distribution of age range percentages shown in Figures 3 and 4 were used for the comparison displayed in Figure 5, which shows the percent distributed across age ranges based on the two data sets.

Figure 3: Displays Age Ranges of 103 Prospective Regular Grand Jurors as a percent.

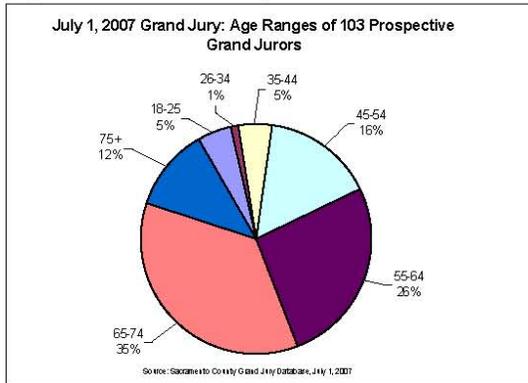
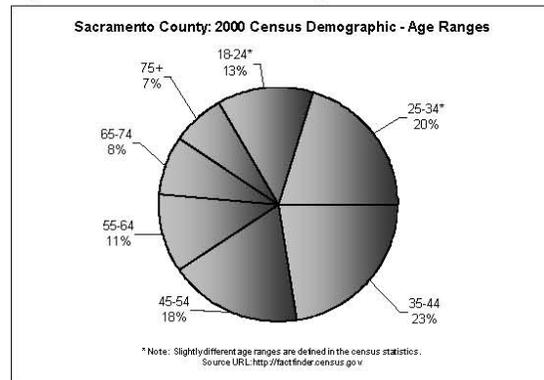
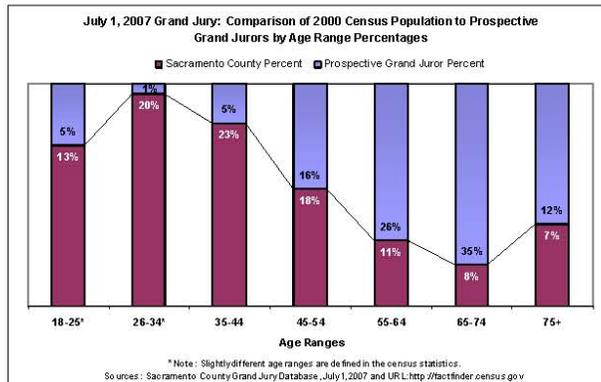


Figure 4: Displays Age Ranges of Sacramento County Population in 2000 Census as a percent.



By comparing the Prospective Grand Jury age range percentages to the age range percentages of the Sacramento County 2000 Census, the chart in Figure 5 show age groups 45 and over are well represented, while age groups under 45 reflect the greatest variance in representation.

Figure 5: Displays a comparison of Sacramento County 2000 Census population to Prospective Regular Grand Juror by percent by age ranges.



Step Four: Review Your Efforts

Every year, review the plan and see whether you achieved the goals you adopted in each of the various recruitment areas. Take another look at your county's population demographics (see <http://quickfacts.census.gov/qfd>). Take the time to document your successes and failures and the lessons learned. Don't reinvent the wheel. Take advantage of other courts' experiences to the extent that your court can reasonably replicate their recruitment methods.

Appendixes

Appendix A: California Standards of Judicial Administration, Standard 10.50

Standard 10.50. Selection of regular grand jury

(a) Definition

“Regular grand jury” means a body of citizens of a county selected by the court to investigate matters of civil concern in the county, whether or not that body has jurisdiction to return indictments.

(b) Regular grand jury list

The list of qualified candidates prepared by the jury commissioner to be considered for nomination to the regular grand jury should be obtained by one or more of the following methods:

- (1) Names of members of the public obtained at random in the same manner as the list of trial jurors. However, the names obtained for nomination to the regular grand jury should be kept separate and distinct from the trial jury list, consistent with Penal Code section 899.
- (2) Recommendations for grand jurors that encompass a cross-section of the county’s population base, solicited from a broad representation of community-based organizations, civic leaders, and superior court judges, referees, and commissioners.
- (3) Applications from interested citizens solicited through the media or a mass mailing.

(Subd (b) amended effective January 1, 2007.)

(c) Carryover grand jurors

The court is encouraged to consider carryover grand jury selections under Penal Code section 901(b) to ensure broad-based representation.

(d) Nomination of grand jurors

Judges who nominate persons for grand jury selection under Penal Code section 903.4 are encouraged to select candidates from the list returned by the jury commissioner or to otherwise employ a nomination procedure that will ensure broad-based representation from the community.

(Subd (d) amended effective January 1, 2007.)

(e) Disfavored nominations

Judges should not nominate to the grand jury a spouse or immediate family member (within the first degree of consanguinity) of any superior court judge, commissioner, or referee; elected official; or department head of any city, county, or governmental entity subject to grand jury scrutiny.

(Subd (e) amended effective January 1, 2007.)

Standard 10.50 amended and renumbered effective January 1, 2007; adopted as sec. 17 effective July 1, 1992.

Appendix B: California Rules of Court, Rule 10.625

Rule 10.625. Certain demographic data relating to regular grand jurors

(a) Definitions

The following definitions apply under this rule:

- (1) “Regular grand jury” means a body of citizens of a county selected by the court to investigate matters of civil concern in the county, whether or not that body has jurisdiction to return indictments.
- (2) “Race or ethnicity” reflects the concept of race used by the United States Census Bureau and reflects self-identification by people according to the race or races with which they most closely identify. These categories are sociopolitical constructs and should not be interpreted as being scientific or anthropological in nature. The categories include both racial and national-origin groups.
- (3) “Prospective regular grand juror” means those citizens who (a) respond in person to the jury summonses or questionnaires from the court for the purposes of grand jury service and are eligible to serve as regular grand jurors, or (b) either submit applications, are recruited, or are nominated by judicial officers and are eligible to serve as regular grand jurors.
- (4) “Eligible to serve” means that the prospective regular grand juror meets each of the criteria set forth in Penal Code section 893(a) and is not disqualified by any factor set forth in section 893(b).

(b) Jury commissioner duties and responsibilities

- (1) The jury commissioner or designee must create a method to capture the following data from prospective regular grand jurors:
 - (A) Age range, specifically:
 - (i) 18–25
 - (ii) 26–34
 - (iii) 35–44
 - (iv) 45–54
 - (v) 55–64

- (vi) 65–74
- (vii) 75 and over
- (B) Gender; and
- (C) Race or ethnicity from the following categories (candidates may select more than one category):
 - (i) American Indian or Alaska Native
 - (ii) Asian
 - (iii) Black or African American
 - (iv) Hispanic/Latino
 - (v) Native Hawaiian or other Pacific Islander
 - (vi) White
 - (vii) Other race or ethnicity (please state:)
 - (viii) Decline to answer
- (2) Develop and maintain a database containing the following information regarding prospective regular grand jurors, the candidates who are ultimately selected by the court to serve as grand jurors, and any carry-over [sic] grand jurors: name, age range, occupation, gender, race or ethnicity, and the year(s) served on the regular grand jury. The database should indicate how the juror initially became a candidate (by random draw, application, or nomination).

(c) Annual summary

- (1) The court must develop and maintain an annual summary of the information in the database maintained under (b)(2). The summary must not include the names of the candidates and must be made available to the public.

Rule 10.625 adopted effective January 1, 2007.

Advisory Committee Comment

This rule is intended to facilitate the courts' continued efforts to achieve the goals stated in standard 10.50 [formerly section 17] of the Standards of Judicial Administration, which encourages courts to employ various methods of soliciting prospective candidates to serve on regular grand juries that reflect a representative cross-section of the

community they serve. Those methods include obtaining recommendations for grand jurors who encompass a cross-section of the county's population base, solicited from a broad representation of community-based organizations, civic leaders, and superior court judges, referees, and commissioners subdivision (b)(2)); having the court consider carry-over [sic] grand jury selections under Penal Code section 901(b) to ensure broad-based representation (Subd (c)); and encouraging judges who nominate persons for grand jury service under Penal Code section 903.4 to select candidates from the list returned by the jury commissioner or otherwise employing a nomination procedure to ensure broad-based representation from the community.

This rule is also intended to assist the courts in establishing a formal mechanism whereby they can monitor the extent to which they achieve the goal of seating representative regular grand juries through a process comparable to that stated in Penal Code section 904.6(e), which requires that persons selected for the "criminal grand jury shall be selected at random from a source or sources reasonably representative of a cross section [sic] of the population which is eligible for jury service in the county."

Appendix C: California Penal Code Sections 893 and 904.6

- 893.** (a) A person is competent to act as a grand juror only if he possesses each of the following qualifications:
- (1) He is a citizen of the United States of the age of 18 years or older who shall have been a resident of the state and of the county or city and county for one year immediately before being selected and returned.
 - (2) He is in possession of his natural faculties, of ordinary intelligence, of sound judgment, and of fair character.
 - (3) He is possessed of sufficient knowledge of the English language.
- (b) A person is not competent to act as a grand juror if any of the following apply:
- (1) The person is serving as a trial juror in any court of this state.
 - (2) The person has been discharged as a grand juror in any court of this state within one year.
 - (3) The person has been convicted of malfeasance in office or any felony or other high crime.
 - (4) The person is serving as an elected public officer.
- 904.6.** (a) In any county or city and county, the presiding judge of the superior court, or the judge appointed by the presiding judge to supervise the grand jury, may, upon the request of the Attorney General or the district attorney or upon his or her own motion, order and direct the impanelment, of one additional grand jury pursuant to this section.
- (b) The presiding judge or the judge appointed by the presiding judge to supervise the grand jury shall select persons, at random, from the list of trial jurors in civil and criminal cases and shall examine them to determine if they are competent to serve as grand jurors. When a sufficient number of competent persons have been selected, they shall constitute the additional grand jury.
- (c) Any additional grand jury which is impaneled pursuant to this section may serve for a period of one year from the date of impanelment, but may be discharged at any time within the one-year period by order of the presiding judge or the judge

appointed by the presiding judge to supervise the grand jury. In no event shall more than one additional grand jury be impaneled pursuant to this section at the same time.

- (d) Whenever an additional grand jury is impaneled pursuant to this section, it may inquire into any matters which are subject to grand jury inquiry and shall have the sole and exclusive jurisdiction to return indictments, except for any matters which the regular grand jury is inquiring into at the time of its impanelment.
- (e) It is the intent of the Legislature that all persons qualified for jury service shall have an equal opportunity to be considered for service as criminal grand jurors in the county in which they reside, and that they have an obligation to serve, when summoned for that purpose. All persons selected for the additional criminal grand jury shall be selected at random from a source or sources reasonably representative of a cross section [sic] of the population which is eligible for jury service in the county.