

# APPENDIX



# ABOUT THE SAN BERNARDINO COUNTY GRAND JURY

The San Bernardino County Grand Jury is a body of 19 citizens who are charged and sworn to investigate County matters of civil concern as well as inquire into public offenses committed or triable within the County. The Grand Jury's duties, powers, responsibilities, qualifications and selection processes are outlined in the Penal Code of California §888 et seq.

## Duties

The Grand Jury reviews and evaluates procedures, methods and systems utilized by local government to determine whether they can be made more efficient and effective. It may examine any aspect of the County government or a city government, including special legislative districts and joint powers agencies, to ensure that the best interests of San Bernardino County residents are being served. The Grand Jury may inquire into written complaints brought to it by the public.

The Grand Jury functions lawfully only as a body; no individual member acting alone has any power or authority. Meetings of the Grand Jury are not open to the public, and discussions and voting are required by law to be kept private and confidential.

The Penal Code requires the Grand Jury to inquire into the condition and management of the detention facilities within the County; investigate and report on the operations, accounts and records of county and other local public agencies, officers, departments or functions; inquire into the willful or corrupt misconduct in office of public officers; and, submit a final report of its finding and recommendations no later than the end of its term to the Presiding Judge of the Superior Court. Agencies to which these recommendations are directed are required to comment on both the findings and the specific recommendations.

The Grand Jury may request the issuance by the Superior Court of subpoenas. The Grand Jury may conduct hearings to determine whether sufficient evidence exists to bring an indictment charging a person with a public offense. However, the District Attorney usually calls for impanelment of separate juries drawn from the petit (regular trials) jury pool to bring criminal indictments.

## Qualifications

A Grand Juror must be a citizen of the United States; be at least 18 years old; be a resident of California and San Bernardino County for at least one year immediately

prior to selection; possess ordinary intelligence, sound judgment, and good character, and, possess a sufficient knowledge of the English language to communicate both orally and in writing. A Grand Juror cannot be serving as a trial juror in any California court; have been discharged as a Grand Juror in any California court within one year of the beginning date of service, July 1; have been convicted of malfeasance in office, any felony or other high crimes, or be serving as an elected public official.

Other desirable qualities of a Grand Juror are good health; open-mindedness; sensitivity to and concern for the view of others; skill in working with others in a group setting; interest in and knowledge of community affairs; skill and experience in fact finding; skill and experience in report writing; working knowledge of computers, and general knowledge of the responsibilities, function, and authority of county and city governments.

### Commitment

The complex, diverse responsibilities of Grand Jurors make it necessary to give a serious commitment to the time requirements. The Grand Jury term is for one year and the usual work week is three to four days. Additionally, attendance at some evening meetings may be required. Jurors are provided with meeting facilities and adjacent parking in San Bernardino.

### Remuneration

Jurors are paid per diem (currently \$25 per day) based on actual days worked and provided free parking. Holidays, vacation, and other time off are taken without remuneration. Mileage is reimbursed for travel between Jurors' residences and the Grand Jury office and for travel on business of the Grand Jury.

### Application Process

Any interested citizen who meets the required qualifications and is able to make the time commitment should request an application from the Grand Jury Office in writing to the Grand Jury Assistant, 351 North Arrowhead Avenue, Room 200, San Bernardino, CA 92415-0243. You can also find the application on the Grand Jury website at [www.sbcounty.gov/grandjury](http://www.sbcounty.gov/grandjury).

### Selection Process

Panels of judges review applicants for Grand Jury service. Every effort is made to recruit men and women from all socio-economic levels, ethnic and age groups. Applicants are judged on the knowledge, skills and abilities required for successful performance as a Grand Juror.

Applicants who are found to be best qualified, interested and available to serve will be given a background check by the San Bernardino County Sheriff's Office and become a finalist for the list of potential Grand Jurors, which may not exceed 30 names.

In order to comply with the law, potential Grand Jurors are selected from the County Supervisorial Districts in proportion to the population of those districts. In San Bernardino County, six applicants from each of the five Supervisorial Districts are named to the Grand Jury panel.

The 30 persons selected will constitute the Grand Jury panel and are summoned to appear in court where all names are placed in a lottery draw. The first 19 names chosen become the next San Bernardino County Grand Jury. The remaining names are retained for use as alternates when necessary.

Shortly before the beginning of the Grand Jury term of service, an orientation process is conducted. The presiding judge of the Superior Court selects the foreperson, with all other officers chosen by the Jury itself.

### Organization

To carry out its responsibilities, the Grand Jury generally organizes itself into committees. Areas of focus may include administration, finance, education, environment, health, law enforcement, and social services. The Foreperson is appointed by the Presiding Judge of the San Bernardino Superior Court from among the jurors. The Grand Jury determines its rules of procedure.

For more information, please visit the Grand Jury website at

[www.sbcounty.gov/grandjury](http://www.sbcounty.gov/grandjury)