

**SUPERIOR COURT OF CALIFORNIA
COUNTY OF SAN MATEO
HR Department
400 County Center, 8th Floor
Redwood City, CA 94063
www.sanmateocourt.org/grandjury**

2021-2022 CIVIL GRAND JURY APPLICATION

PLEASE COMPLETE THIS APPLICATION ONLINE-THEN PRINT, SIGN, AND MAIL

For the 2021-22 term, Civil Grand Jury training, meetings, and investigative interviews will be conducted through videoconferencing until the San Mateo County Health Officer determines that current social distancing and other guidelines will permit in-person meetings for individuals of all ages and vulnerable conditions.

Name _____
Last First Middle

Street Address _____ City _____ Zip +4 _____

Home Phone _____ Cell Phone _____

Email Address _____ Date of Birth _____

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

Gender: Male Female

Indicate your ethnic derivation by checking one of the following:

- | | |
|---|--|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Hispanic/Latino |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Native Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> White |
| <input type="checkbox"/> Other Race or ethnicity; please state: _____ | <input type="checkbox"/> Decline to answer |

The following questions are required by California Penal Code §893:

- Are you a United States citizen? Yes No
- Are you at least 18 years of age? Yes No
- Have you been a resident of San Mateo County for at least the past year? Yes No
- Are you in possession of your natural faculties, of ordinary intelligence, of sound judgment, and of fair character? Yes No
- Do you possess sufficient knowledge of the English language to carry out your duties as a Grand Juror? Yes No
- Are you currently serving as a trial juror in any court of this state? Yes No If Yes, please explain.

Have you been discharged as a Grand Juror in any court of this state within one year? Yes No If Yes, please explain.

Are you currently an elected or appointed public official? Yes No If Yes, please explain.

Have you ever been convicted of a felony or malfeasance in office? Yes No If Yes, please explain.

Superior Court of California, County of San Mateo
Civil Grand Jury Application, 2021-2022

Employment Status: Presently Employed Not Employed Retired

If Presently Employed, Current Employer _____

Previous Employers (Past 5 Years) _____

Occupation or Former Occupation _____

Are you a current employee of, or a former or retired employee last employed within the previous three years by, a governmental agency located within San Mateo County? Yes No If Yes, please explain.

Name of Spouse/Domestic Partner _____

Occupation or Former Occupation of Spouse/Domestic Partner _____

Service on the Grand Jury is open to all qualified individuals. If you require an accommodation for a mental or physical condition (including, but not limited to, impaired hearing, eyesight, or mobility) to enable you to participate in the application process or as a Grand Juror, please describe such requested accommodations below.

Are you willing to investigate the operations of the officers, agencies, departments, special districts, and/or joint powers authorities within San Mateo County? Yes No

Are you willing and able to ask direct questions of the subjects of an investigation? Yes No

Do you have any ability or experience in writing and editing, such as preparing reports, taking meeting minutes, and generating correspondence? Yes No

If yes, please describe: _____

Do you have any ability or experience in interviewing witnesses, gathering facts, and analyzing data? Yes No

If yes, please describe: _____

Are you willing and able to review documents that may be complex and lengthy? Yes No

Computer and Internet proficiency is necessary to participate in Grand Jury activities. Do you have the computer skills necessary to communicate with other jurors: using Gmail (including attaching documents or files) and file sharing services (such as Dropbox or OneDrive), conducting Internet-based research, setting up and conducting videoconferences (Zoom), and preparing meeting minutes and reports? Yes No

Specifically, do you regularly use:

Email	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dropbox	<input type="checkbox"/> Yes <input type="checkbox"/> No
Google Suite and Chrome	<input type="checkbox"/> Yes <input type="checkbox"/> No	Zoom Videoconferencing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Microsoft Word	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Excel	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Please describe your current level of proficiency of the above-referenced technology: _____

Have you ever led or chaired an organization or subcommittee of an organization? If so, please describe your experience.

Are you contemplating any absence from San Mateo County from July 1, 2021 through June 30, 2022 that might interfere with your performance as a Grand Juror? Yes No If Yes, for what period of time? Please explain.

A Grand Juror is expected to attend regular plenary and committee meetings, be an active member of two investigative committees, and participate in the investigative process (research, interviews, report writing). These activities require a minimum commitment of up to 15 to 20 hours per week. If appointed, will you be able to devote the requisite time and effort to the work of the Grand Jury?

Yes No

What particular experience, training, or expertise would you contribute to the Grand Jury? _____

Why do you wish to serve on the Grand Jury? _____

Why should you be selected to serve on the Grand Jury? _____

BACKGROUND INFORMATION

To assist the Grand Jury Judge in the selection of the Foreperson for the Grand Jury, and to provide information valuable to the Foreperson in setting up committees, please summarize your background and employment experience below.

Past Employment History _____

Education _____

Past Experience in Committee, Civic, or Volunteer Organizations _____

Please assist the Court in the evaluation of the Grand Jury recruitment program by indicating from which source you learned about service on the San Mateo County Civil Grand Jury.

Newspaper (which?) _____

Community Organization _____

TV/Radio (which?) _____

Public Gathering _____

Referred by _____

Social Media _____

Other _____

APPLICANT STATEMENT OF AVAILABILITY

I am aware that service on the San Mateo County Civil Grand Jury is for a twelve-month period commencing July 1, 2021, and ending June 30, 2022, and that such service will require my attendance at a minimum of two general meetings each month of the entire Grand Jury in addition to intervening portions of one or two days a week devoted to committee meetings. The total time requirement can be as much as 15-20 hours per week. Reasonable vacations are permitted. I am also aware that I will be expected to participate in a three-day interactive videoconference training in July 2021.

I hereby state that I am in good health, that I have no plans for vacation, travel, or business (other than those indicated earlier in this application) that would prevent me from serving the required amount of time.

I recognize that my attendance will be expected and may be required by the Foreperson of the Grand Jury.

I fully understand that the Civil Grand Jury staff will conduct a background check through the District Attorney's Office.

I, therefore, request my name be placed on the eligible list as a candidate for the Grand Jury of San Mateo County for the period July 1, 2021 through June 30, 2022.

I DECLARE, UNDER PENALTY OF PERJURY, THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT.

EXECUTED AT _____, CALIFORNIA, DATED: _____ 20____
City

NAME _____
Signature

PLEASE SIGN AND RETURN THIS COMPLETED APPLICATION TO:

grandjury@sanmateocourt.org

APPLICATIONS MUST BE RECEIVED BY MAY 31 , 2021

**SAN MATEO COUNTY CIVIL GRAND JURY
Recruitment and Selection Timeline and Events**

The San Mateo County Civil Grand Jury investigates and reports on the operations of local government (which is known as the "watchdog" function; *i.e.*, a civil, rather than criminal function). The primary function of the Civil Grand Jury is to examine all aspects of county and city government (including special districts and joint powers agencies), analyze data and write reports with recommendations for improvement. The Civil Grand Jury may also investigate citizen suggestions regarding local government agencies.

The Civil Grand Jury Application Period is open all year. Application and information are available online at www.sanmateocourt.org/grandjury or by calling 650-261-5066.

OPEN NOW

Qualifications: Any individual who has been a resident of San Mateo County for more than one year who is a citizen of the United States, is 18 years of age or older, and is of ordinary intelligence, sound judgment and good character, with sufficient knowledge of the English language and who is not an elected public official.

Civil Grand Jury Term: One year, from July 1 through June 30.

Time Commitment: A Grand Juror is expected to attend regular plenary and committee meetings, be an active member of two investigative committees, and participate in the investigative process (research, interviews, report writing). At times during the year, you may find yourself spending 15-20 hours per week on these activities.

Meeting Times: Held on the first and third Tuesdays of each month and run from 8:30am to approximately 2:00pm. In July (to facilitate onboarding), and again from April through June (as reports are being finalized), additional meetings may be scheduled.

Application Deadline for the upcoming Grand Jury term starting July 1:

May 31

Applications Review Process: The Grand Jury Judge selects approximately 40-50 applicants for interviews. The judge seeks the most qualified applicants of diverse socio-economic, ethnic, educational backgrounds, as well as individuals representative of the County's geographical areas and age groups.

**June 1 -
June 12**

Interviews will be conducted in mid-June and a background check is conducted regarding applicants who are selected for the random drawing. Individuals selected for the random drawing will be notified by mail no later than June 18. By court policy, and at the discretion of the Grand Jury Judge, up to seven members of the previous year's jury may serve a second term to provide continuity.

Empanelment/Random Drawing/Oath of Office: Designate 19 Civil Grand Jury Members and Alternates (eleven alternates may be selected) held in Judge's courtroom, Hall of Justice, 400 County Center, Redwood City.

June 18 - 25

California Grand Jurors' Association Training: Two-day training workshop

Early July

Orientation/Training for Grand Jurors and Alternates: Conducted by Grand Jury Legal Advisor

**Mid to Late
July**

Committees:

- Administration & Finance
- Cities & Special Districts
- Health & Human Services
- Education
- Public Safety
- Public Works, Environmental Services, and Transportation
- Continuity

Please Note: Dates Are Subject to Change. Check Back Often.