Community Corrections Partnership (CCP)  
Community Advisory Board (CAB) Meeting  
Thursday, June 13, 2019  
10:00 a.m. to 12:00 p.m.  
Probation Dept., Sequoia Room  
50 Douglas Drive, Martinez CA  

Agenda  
1. Introductions and Announcements  
2. Public Comment  
3. Approve May CAB Meeting Minutes [VOTE] (Attachment 1)  
4. Presentation from the Office of the Sheriff on Inmate Release Policy and Procedures  
5. Innovation Fund Procurement Process Staff Report (Donté Blue) (Attachment 2)  
6. CAB Member Meeting Updates  
   a. BOS Meetings (Harry Thurston) (Attachment 3)  
   b. 5/10/19 Quality Assurance Committee Meeting (Harry Thurston) (Attachment 4)  
   c. 6/3/19 PPC Meeting (Harry Thurston) (Attachment 5)  
   d. Policy and Budget (Lisa Gregory) (Attachment 6)  
   e. Programs and Services (Rolanda Wilson) (Attachment 7)  
   f. Outreach and Community Engagement (Michael Pitts) (Attachment 8)  
7. Adjourn  

Next Meetings:  

<table>
<thead>
<tr>
<th>CCP Exec Committee</th>
<th>Public Protection Committee</th>
<th>Community Advisory Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, September 6, 2019 8 a.m. Probation Dept., Sequoia Room 50 Douglas Drive, Suite 200 Martinez, CA 94553</td>
<td>Monday, July 1, 2019 10:30 a.m. County Admin. Bldg., Room 101 651 Pine Street Martinez, CA 94553</td>
<td>Thursday, July 11, 2019 10 a.m. to 12 p.m. Probation Dept., Sequoia Room 50 Douglas Drive, Suite 200 Martinez, CA 94553</td>
</tr>
</tbody>
</table>

The Community Corrections Partnership (CCP) will provide reasonable accommodations for persons with disabilities planning to attend CCP Executive Committee meetings. Contact the staff person listed below at least 48 hours before the meeting.  

Any disclosable public records related to an item on a regular meeting agenda and distributed by staff to a majority of members of the CCP Executive Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 201, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available on line at http://www.co.contra-costa.ca.us/index.aspx?nid=3113  

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.  

For Additional Information Contact: Donté Blue, Committee Staff Phone (925) 335-1977 donte.blue@cao.cccounty.us
Attachment 1
Meeting Minutes – May 9, 2019
Community Advisory Board on Realignment (CAB)

CAB Members Present: Chala Bonner, Lisa Gregory, Harry Thurston, DeVonn Powers, Rolanda Wilson, Frank Hancock, Michael Pitts (7 members, quorum established)

CAB Members Absent: Gretchen Logue

Public: Harold Cephas, Sonya Gasaway, Donté Blue, Eddie Ibarra, Paul Taylor, Morgan Malmgren, Sarah Kennard, Todd Billeci, Ellen McDonell, Mary Sylk, Monica Carlisle, Alicia Nuchols, Jill Ray, Anthony Hailey, Chrystine Robbins, Charles Brown, Henrissa Bassey

1) Called to order at 10:00 AM.

2) Roll call, only six members present. At 10:05 AM, Chala Bonner and Rolanda Wilson arrived, quorum met, meeting started.

3) Introductions

4) Announcements:
   a) Mary Sylk from Rubicon Programs introduced herself as the new Attorney on the team.

5) Public Comments: none

6) April 11 CAB Meeting Minutes:
   a) Jill Ray’s name was spelled incorrectly under item 5) a) i).

   b) Item 7) a): DeVonn Powers will only participate in the RFP #1903-336 review panel meetings and interviews to be held on 5/15/19 and 5/16/19.

   c) Item 8) d): Tour will include, but not limited to: men and women’s housing units, classroom facilities, kitchen and laundry room.

   d) Monica will correct the April meeting minutes and upload it to the county website.

   e) Motion to approve as amended: DeVon Powers, Rolanda Wilson seconds, no abstentions, approved unanimous.

7) Presentation by Fast Eddie’s Auto Service on their Automotive Training Program for the Reentry population:
   a) A Network Employment Provider
   b) Provide pre- and post-release automotive certifications for men and women
   c) 25 students training capacity, 12 Modules and 75% success rate.
   d) Recently acquired a new building for training with grand opening TBD
   e) Provide comprehensive case management
f) Training is free to the participants and available on an ongoing basis

8) Recommend CCP Approval of CAB New Membership Slate
   a) Motion to approve as submitted, no abstentions, approved unanimous.

9) CAB Member Meeting Updates:
   a) Chrystine Robbins shared that the CAB’s request to tour detention facilities has been approved.
   b) Harry Thurston requested that subcommittee work plans are due to the ORJ on June 5.
   c) Harry Thurston requested that future subcommittee reports be submitted to the ORJ on the Wednesday prior to the week of the CAB’s monthly meetings.
   d) Pre-Release Planning Steering Committee Meeting – Donté Blue reported.
      i) Update on Smart Reentry Program
         (1) Target transition age youth that are evaluated at moderate to high risk and will return to East County after a period of incarceration.
         (2) Referrals have increased. Once we have more participants, we will be able to provide group activities such as case conferencing and T4C.
         (3) In July and Sept., George Mason University staff will provide trainings on their Ace Tools that assist with individual assessment and program assessment.
      ii) Update on Pre-Release Planning Pilot Program
         (1) Office of Ed provided an update on program intakes
         (2) Office of Ed shared the branding issue of reentry transition services that they are trying to resolve
         (3) Office of Ed is ready to do significant redesign of their in-custody programs
         (4) Need to revamping schools and in-jail classes to be more employment readiness focused.
   e) JAG Local Steering Committee Meeting – Ellen McDonnell reported.
      The County successfully submitted its proposal to the BSCC regarding the JAG Grant to fund a Holistic Intervention Partnership (HIP) which will provide cutting-edge holistic legal defense that combines early intervention with client-centered case management and navigation to meet a range of legal and non-legal needs, reducing system burden and improving criminal justice outcomes.
   f) RSC Steering Committee Meeting – DeVonn Powers reported.
      i) Please see attached Reentry Success Center Steering Committee CAB Representative Update May 9, 2019
   g) Policy and Budget-Lisa Gregory reported.
      i) Please see 5/9/19 agenda packet for committee report.
   h) Outreach and Community Engagement – Michael Pitts reported.
      i) Please see 5/9/19 agenda packet for committee report.
10) Harry adjourns meeting at 12:00 pm.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order): Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its meetings and written materials. Following is a list of acronyms that may be used in the Community Advisory Board on Realignment meetings:

AB Assembly Bill
BOS Board of Supervisors
CAB Community Advisory Board
CBO Community Based Organization
BART Bay Area Rapid Transit
CCIH Contra Costa Interfaith Housing
CCITH Contra Costa Interfaith Transitional Housing
CCP Community Corrections Partnership
CORE Coordinated Outreach Referral, Engagement
FISH Families in Supportive Housing
GRIP Great Richmond Interfaith Program
H3 Health Housing and Homeless
HDAP Housing & Disability Advocacy Program
ORJ Office of Reentry and Justice
PPC Public Protection Committee
QAC Quality Assurance Committee
RCD Resources for Community Development, a local affordable housing developer
RFP Request for Proposals
SSSHP Scattered Site Supportive Housing Program
Reentry Success Center Steering Committee
CAB Representative Update
May 9, 2019

Minutes from 3/13/19 – Approved

Highlights/Dates to know:
- The Warming Center has officially opened and is serving the community, Grip and the Success Center have plans to meet to discuss establishing a more intentional partnership. Served 28 people the first evening capacity is 30.

- Community Conversation event, May 13, 2019, located at the Nick Rodriguez Center, Arts & Crafts room, Antioch CA. Time: 6-8pm, dinner will be served.

- May 9, 2019 Donte will be attending jail clearance meeting with the center staff, allowing Reentry Success Center staff to have increased access.

- The Steering Committee is continuing to work on strategies to fill vacant seats (2 CBO, 1 Community)

- RFI (Contra Costa County) proposal has been submitted.

Asks:
- There are no asks at this time.
Attachment 2
Committee: COMMUNITY ADVISORY BOARD ON REALIGNMENT
Meeting Date: June 13, 2019
Subject: ORJ REQUEST FOR INPUT REGARDING THE INNOVATION FUND RFP
Agenda Item: Number 5
Department: County Administrator’s Office of Reentry and Justice

**Recommendation**

PROVIDE input to the ORJ regarding the usage of the County’s “Local Innovation Fund.”

**Background**

With the passage of SB 1020 in 2012, the County was required to create a Local Innovation Subaccount intended to promote local innovation and county decision making. Revenue deposited in this “Local Innovation Fund” must be used to support local needs, and the law provides the Board of Supervisors with the authority to fund any activity that is otherwise allowable for any of the underlying accounts that fund the innovation subaccount. Beginning with fiscal year 2015-16, any revenue deposited in the Local Innovation Fund each year will come from transferring 10% of the revenue received from the State in the form of growth allocations for the 1) Community Corrections, 2) Trial Court Security, 3) District Attorney and Public Defender, and 4) Juvenile Justice Subaccounts (these are the four source accounts for the Local Innovation Fund).

Because each year’s growth revenue is allocated to the County in the subsequent fiscal year, in fiscal year 2016-17 the County’s first deposit of $119,186 was made into the Local Innovation Fund from the requisite 2015-16 growth allocations. The following fiscal year the County received another $186,607 based on the 2016-17 growth allocations. During the current fiscal year there has been $295,932 in this form of revenue received, and growth allocation projections for this year place next year’s expected innovation fund allocation at $289,054.

In September 2016, the Quality Assurance Committee (QAC) of the Community Corrections Partnership (CCP) discussed the development of recommendations for the use of Local Innovation Fund revenue. This body was then asked for input on the recommendations. The matter was considered once more by the QAC in November 2016 as CAB continued to formulate its input on the recommendations.

After the County Administrator’s Office of Reentry and Justice (ORJ) was created in January 2017, the ORJ began working with CAB to determine recommendations for the use of revenue in the Local Innovation Fund. In June 2017 CAB recommended that this revenue be used to fund a capacity building project. CAB recommended a project where a cohort of AB 109 funded community based service providers would be guided through a self-assessment of needs related to organizational development. The cohort would then be provided individualized assistance to help participating agencies build capacity in the critical areas identified through the self-assessment process.
The ORJ received CAB’s input, developed additional considerations, and returned to the QAC in September 2017 where it was agreed that the ORJ would conduct a Request for Proposals (RFP) process for the allocation of up to $250,000 to be split between a capacity building project as envisioned by CAB, and an innovative reentry program to complement the array of reentry services currently offered. On October 4, 2017, the ORJ published RFP #1709-252 for “Local Innovation Fund Projects.” The RFP provided up to $75,000 in funding for a “Capacity Building Project” to be implemented from January 2017 – December 2017, and for up to $175,000 for an “Innovative Reentry Program” that would start in January 2018 and could end as late as December 2019. A Bidder’s Conference was then held on October 17, 2017, and streamed online as a webinar. Final responses to the RFP were due November 8, 2017, and Panels were convened the week of November 12, 2017 to review the submitted responses and provide the County with contract award recommendations.

In December 2017 the ORJ returned to this Committee and it endorsed staff recommendations to endorse the RFP review panel’s recommendations that a contract be awarded to Fast Eddie’s Auto Tech Training for $75,000 and to the Richmond Workforce Development Board for $175,000. The Richmond Workforce Board Contract is set to expire December 31, 2019, and the contract with Fast Edies contract is set to December 31, 2019, and an additional $37,500 has been allocated to the program. Subsequently, after an RFQ process, Jeweld Legacy Group was awarded a $75,000 contract in May 2018 for Capacity Building Services, and in March 2019 an additional $50,000 was provided to be given as microgrants to the agencies participating in the program.

INNOVATION FUND ACCOUNTING

<table>
<thead>
<tr>
<th></th>
<th>FY 17-18</th>
<th>FY 18-19</th>
<th>FY 19-20</th>
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<tbody>
<tr>
<td>REVENUE SOURCES</td>
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<tr>
<td>Fund Balance Forwarding</td>
<td>$119,186</td>
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<tr>
<td>New Revenue</td>
<td>$186,607</td>
<td>$295,932</td>
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<tr>
<td>Projected Revenue</td>
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<td>$289,054</td>
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<tr>
<td>REVENUEUSES</td>
<td></td>
<td></td>
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<tr>
<td>Richmond WDB ACES Project</td>
<td>$ (43,750)</td>
<td>$ (87,500)</td>
<td>$ (43,750)</td>
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<tr>
<td>Fast In-Custody Automotive Training</td>
<td>$ (37,500)</td>
<td>$ (37,500)</td>
<td>$ (37,500)</td>
</tr>
<tr>
<td>Jeweld Legacy – Capacity Building</td>
<td></td>
<td>$ (75,000)</td>
<td>$ (75,000)</td>
</tr>
<tr>
<td>FUND BALANCE</td>
<td>$224,543</td>
<td>$320,475</td>
<td>$478,279</td>
</tr>
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</table>
Discussion

During its March 2019 General Meeting, the Public Protection Committee Directed the ORJ to manage a process for the disbursement of the FY 19-20 projected Local Innovation Fund balance of $478,279. The ORJ then sought input from the QAC during its May 2019 meeting. The direction from the QAC was to get input from CAB to inform the drafting of an RFP for consideration by the QAC during its August 2019 Meeting. After getting this final input from the QAC, the ORJ would then aim to release an Innovation Fund RFP sometime in September 2019 for programs that could begin as early as January 1, 2020, and end as late as June 30, 2021. The ORJ would now request that CAB provide input regarding use of Local Innovation Fund revenue by July 11, 2019.
Attachment 3
CAB Overview Summary of CCC BOS Meetings
May 14, 21 & 30 of 2019

May 14\textsuperscript{th} 2019 – Special Meeting
• No Public Comments
• No Consent Items Relative to CAB

May 21\textsuperscript{st} 2019 - Standard Meeting
• No Public Comments Related to CAB
• Consent Items of possible interest to CAB

\textbf{C. 60} APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract with Contra Costa County Office of Education in an amount not to exceed $113,000 to continue to provide assistance to individuals as they transition from the County’s adult detention facilities, for the period July 1, 2019 through June 30, 2020. (100\% State)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

\textbf{C. 61} APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Portia Bell Hume Behavioral Health and Training Center, to increase the payment limit by $10,000 to a new payment limit of $110,000 to provide additional case management and homelessness diversion counseling services, with no change in the original term of October 1, 2018 through September 30, 2019. (91\% Federal Housing and Urban Development, 9\% Housing Security funding)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

\textbf{C. 75} APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment with Bay Area Community Resources to increase the payment limit by $27,000 to a new payment limit of $332,000 to provide Smart Reentry Transitional Age Youth Services for the period January 1, 2018 through September 30, 2020. (100\% Federal: “Smart Reentry: Focus on Evidence-Based Strategies for Successful Reentry from Incarceration to Community” grant).

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

May 30\textsuperscript{th} 2019 – Special Meeting
• No Public Comments
• No Consent Items Relative to CAB
Attachment 4
REPORT TO CAB AFTER MEMBER PARTICIPATION IN AN EXTERNAL MEETING

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Quality Assurance Committee</th>
<th>Date</th>
<th>May 10, 2019</th>
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<tbody>
<tr>
<td>Location</td>
<td>Probation Dept., Live Oak Room 50 Douglas Drive, Martinez</td>
<td>Time</td>
<td>1:30 pm- 3:00 pm</td>
</tr>
<tr>
<td>Purpose</td>
<td>Subcommittee for the Community Corrections Partnership</td>
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MEETING HIGHLIGHTS

1. AB 109 Annual Report, FY 2017-18 Review/Input
   - Overview and general data quality
   - FY 2018-19 AB 109 Annual Report due fall/winter of 2019

2. Update on SAFE Database
   - Work is continuing to achieve across Department data integrity and quality

3. Capacity Building Project Update
   - First Capacity Building Event occurred on April 18, 2019
     i. “Creditable Messengers” panel of formerly incarcerated service providers
     ii. Keynote presentation by DA Becton
     iii. Focus on model reentry practices, nonprofit board development and budgeting and fiscal management
   - Next Capacity Building Event is scheduled for June 20th with focus on understanding and using the Risk, Needs, Responsibility (RNR) model for effective reentry programming.

4. Innovation Program Procurement Process
   - ORJ will conduct an RFP this fall for 18-month awards to support new innovation reentry programs starting in January 2020
   - ORJ plans to get CAB input beginning in the month of June 2019, and get QAC’s input by August 2019.
   - The RFP will then be released September 2019, with BOS contract approvals to occur November 2019.

ACTION REQUESTED OF CAB

- Provide input to ORJ on the innovation program procurement process

IMPORTANT DATES

ATTACHMENTS
Attachment 5
REPORT TO CAB AFTER MEMBER PARTICIPATION IN AN EXTERNAL MEETING

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Public Protection Committee</th>
<th>Date</th>
<th>June 3, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location</td>
<td>Room 101, 651 Pine Street, Martinez</td>
<td>Time</td>
<td>10:30 am</td>
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MEETING HIGHLIGHTS

1. CONSIDER the applicants for the vacant at-large community and youth representative seats on the Juvenile Justice Coordinating Council (JJCC), CONDUCT interviews, and NOMINATE individuals to the Board of Supervisors to fill those vacancies.
   - Four (4) at-large community representatives; two (2) at-large youth representatives.
   - Total of 27 applicants
   - PPC recommended six applicant nominations to be forwarded to the BOS for appointment
2. CONSIDER accepting a report on AB 109 Community Programs Request for Interest/Proposals contract award recommendations from various review panels and RECOMMEND contract awards to the Board of Supervisors.
   - PPC approved to move forward to the BOS following recommended three year contact awards:
     i. Bay Area Legal Aid $471k
     ii. HealthRIGHT 360 – Management of East & Central County Reentry Network $2.937m
     iii. Centerforce – Family reunification $282K
     iv. Men and Women of Purpose - West County mentoring services $245k
     v. Rubicon Programs – Employment services $6.849m
     vi. Shelter Inc. – Housing access $2.576m
     vii. Loa Family Community Development – Housing access $1.290m
3. Request for Qualifications (RFQ) Process for Grant Writing Services Related to Justice System.
   - PPC approved development of the RFQ process for grant writing services for justice related-related grants; including recommendations related to Review Panel members, timelines, and outreach activities.
   - Results to come back to the PPC for review and approval.

ACTION REQUESTED OF CAB

IMPORTANT DATES

ATTACHMENTS
Attachment 6
REPORT FROM A MEETING OF THE CAB – POLICY AND BUDGET

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Policy and Budget</th>
<th>Date</th>
</tr>
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<tbody>
<tr>
<td>Chair</td>
<td>Lisa Gregory</td>
<td>05/24/19</td>
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<tr>
<td>Recorder</td>
<td>Lisa Gregory</td>
<td>Time</td>
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<tr>
<td>Location</td>
<td>651 Pine St, Rm 108</td>
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Meeting Attended By the Following

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>Monica Carlisle</td>
<td>Lisa Gregory</td>
<td>Charles Brown</td>
</tr>
<tr>
<td>Gretchen Logue</td>
<td>Chala Bonner</td>
<td>Summer Jackson</td>
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RECAP

- No public comment
- Approved committee minutes from 2/26/19 meeting; Gretchen Logue motion to approve, 2nd by Chala Bonner-carried 3-0
- Reviewed 19-20 workplan, made revisions and approved to submit to full board. Chala Bonner with motion to approve, 2nd by Gretchen Logue, carried 3-0.
- Gretchen Logue provided updates on pre-release planning program; Chala Bonner announced Safe Return event on 5/30/19. Charles Brown informed committee of a workforce event 10/9/19 in East County, open to fair chance employers and opportunities to collaborate regarding reentry population.
- Discussed making meeting with Paul Reyes to consider revisions to CAB budget template, previously requested by PPC.
- Initial discussions regarding setting shorter- and longer-range goals and incorporating a 2 year workplan as opposed to 1 year.

RECOMMENDATION

- NEXT STEPS
  - ACTION REQUESTED OF FULL CAB
    - Approve 19-20 subcommittee workplan

UPCOMING MEETING DATES FOR THIS GROUP

- June 28, 2019 (9:30am) 651 Pine Street, Rm 108, Martinez, CA

ATTACHMENTS

*Please list and describe any attachments to this report in this section
## Policy and Budget Work Plan 2019-2020

### Goal 1: Create Standard Budget to Actual Budgetary Reporting Process Pilot Program to support the County with increasing the transparency and fiscal management of the use of AB 109 funds

<table>
<thead>
<tr>
<th>Key Action Steps</th>
<th>Timeline</th>
<th>Expected Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Schedule a meeting with County Administrator’s Office to request audit of FY 18-19 AB 109 budget and seek development of budget to actual reporting template pilot program</td>
<td>June-August</td>
<td>Develop backing to support the purpose of the use of the template and support for change in County oversight and transparency practices.</td>
</tr>
<tr>
<td>□ Utilize CAB Ambassadors to outreach and endorse use of revised budget to actual reporting template</td>
<td></td>
<td>Pilot, evaluate and improve program as needed prior to inform and provide experienced support to potential County adoption of practice.</td>
</tr>
<tr>
<td>□ Identify and partner with two compliant county agencies to pilot budget to actual template</td>
<td>July/August</td>
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</table>

### Goal 2: Host Semi-Annual Budget Reporting Meetings to support the County with increasing the transparency of the use of AB 109 funds and inform CAB budget

<table>
<thead>
<tr>
<th>Key Action Steps</th>
<th>Timeline</th>
<th>Expected Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Work with CAB to schedule semi-annual meeting standards and determine dates and agencies/community-based organizations, etc. to participate</td>
<td>July</td>
<td>Improve transparency of the use of AB 109 funds and inform CAB development of FY 19/20 budget</td>
</tr>
<tr>
<td>□ Outreach/Invite to agencies/community based organizations to present at Budget Meeting</td>
<td>July/August</td>
<td></td>
</tr>
<tr>
<td>□ Host Semi-Annual Budget Reporting Meetings</td>
<td>Dates TBD</td>
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### Goal 3: Continue advocating for racial and gender equity in the Criminal Justice System in Contra Costa County

<table>
<thead>
<tr>
<th>Key Action Steps</th>
<th>Timeline</th>
<th>Expected Outcome</th>
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<tbody>
<tr>
<td>□ Conduct research focusing on the evaluation of Prop 47 and AB 109 impact on racial and gender disparities throughout the current criminal justice system and present findings to CAB to support policy statement or CAB stance on racial justice issues.</td>
<td>August-December</td>
<td>Identify areas of bias and disparity in the County’s criminal justice system to inform the work of CAB and assist CAB with further developing a stance on racial and gender disparities apparent in the County’s criminal justice system.</td>
</tr>
<tr>
<td>□ Identify gaps in CoCo County’s criminal justice system to CAB to support policy statement or CAB stance on racial and gender justice issues.</td>
<td>June - August</td>
<td></td>
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### Goal 4: Develop FY 19/20 CAB budget

<table>
<thead>
<tr>
<th>Key Action Steps</th>
<th>Timeline</th>
<th>Expected Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Develop FY 19/20 budget</td>
<td>Oct/Nov</td>
<td>Develop an informed budget based off of relayed community based organization needs and community input</td>
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REPORT FROM A MEETING OF THE CAB – PROGRAM AND SERVICES COMMITTEE

<table>
<thead>
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<th>Program &amp; Services Committee</th>
<th>Date</th>
<th>5/21/19</th>
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<tbody>
<tr>
<td>Chair</td>
<td>Rolanda Wilson</td>
<td>Time</td>
<td>11:00am</td>
</tr>
<tr>
<td>Recorder</td>
<td></td>
<td>Location</td>
<td>50 Douglas Dr, Martinez</td>
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Meeting Attended By the Following

<table>
<thead>
<tr>
<th>Rolanda Wilson</th>
<th>Harry Thurston</th>
<th>Dolores Williams</th>
<th>DeVonn Powers</th>
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<tr>
<td>Henrissa Bassey</td>
<td>Monica Carlisle</td>
<td>Donte Blue</td>
<td>Ellen McDonnell</td>
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<tr>
<td>Jenny Robbins</td>
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RECAP

- Jenny Robbins explained H3 services, processes and coordination with Deputy Probation Officer
- Ellen McDonnell provided a recap of all the jails and release processes
- We explored the probability of a Triage process and if it could help with the transportation issue for those released after hours. We will work to better understand the process and will be asking for input/collaboration from other vested organizations/agencies
- We discussed the potential for the West County facility to be a pilot for the process yet to be identified.
- Provide questions in advance of June’s CAB meeting to the Sheriff’s office regarding the release process and procedures.
- The committee reviewed and approved its 2019-20 Work Plan as amended.

RECOMMENDATION

- Solicit more committee members from CAB

NEXT STEPS

- Invite Sheriff’s, Probation, County Office of Education and other organizations/agencies to next meeting to conduct additional discovery around existing services and future opportunities.
- Committee will send out the will send out the 2019 AB 109 programs survey in July.

ACTION REQUESTED OF FULL CAB

- None

UPCOMING MEETING DATES FOR THIS GROUP

- June 18th, 2019
- Ongoing meetings – 3rd Tuesday of each month at 11:00am

ATTACHMENTS

- Program and Services Committee 2019-2020 Work Plan
<table>
<thead>
<tr>
<th>Initiative</th>
<th>Sub-Tasks/Benchmarks</th>
<th>Timeline</th>
<th>Responsible Persons/Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Expanding Restorative Justice (research best practice program models, governance structures, make recommendations)</td>
<td></td>
<td>Community Courts: Dolores Williams</td>
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<tr>
<td></td>
<td>- Expanding, sustaining Early Representation Program (research benefits to the County make recommendations)</td>
<td></td>
<td>Early Representation: Rolanda Wilson</td>
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<td></td>
<td>- Community Courts (research best practice models compared to Contra Costa’s current model, make recommendations)</td>
<td></td>
<td>Fines and Fees: DeVonn Powers</td>
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<tr>
<td></td>
<td>- Fines and Fees (FOIA request on fees and fines ordered, collected amounts and success rates, cost of enforced collection activity, etc.; make recommendations)</td>
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<tr>
<td>Publish Reports On Existing Program and Services – Government and CBO</td>
<td>Program and Services quantitative Survey</td>
<td>Government agencies &amp; CBOs:</td>
<td>Committee Chair Committee Vice Chair All members</td>
</tr>
<tr>
<td></td>
<td>1. Develop Survey</td>
<td>End of June</td>
<td></td>
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<tr>
<td></td>
<td>2. We will disseminate to AB109 funded &amp; those non funded agencies who work with reentry population</td>
<td></td>
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<tr>
<td></td>
<td>3. Analyze</td>
<td></td>
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<td></td>
<td>4. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc.</td>
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<tr>
<td></td>
<td>Program and Services Qualitative data collection:</td>
<td>3 months to complete for each</td>
<td>Committee Chair Committee Vice Chair All members</td>
</tr>
<tr>
<td></td>
<td>1. Site visits to AB109 funded agencies</td>
<td>report:</td>
<td></td>
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<tr>
<td></td>
<td>2. Conduct qualitative interviews with providers</td>
<td>1. Analyze and write up</td>
<td></td>
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<tr>
<td></td>
<td>3. Analyze</td>
<td>report (Sept 2019)</td>
<td></td>
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<tr>
<td></td>
<td>4. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc.</td>
<td>2. Present to CAB (Sept 2019)</td>
<td></td>
</tr>
<tr>
<td>Promote a Comprehensive Needs Assessment</td>
<td>- Look at local, regional, national needs assessment to reentry population/programs</td>
<td>Fall 2019 in time for</td>
<td>Committee Chair Committee Vice Chair All members</td>
</tr>
<tr>
<td></td>
<td>- Coordinate with Policy and Budget to provide budget estimates/recommendations</td>
<td>inclusion in CAB’S 2019 Policy and Budge recommendations to CCP</td>
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<tr>
<td></td>
<td>- Write a memo to CCP with the recommendation and have an outreach campaign to support the initiative.</td>
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</tbody>
</table>
REPORT FROM A MEETING OF THE CAB
OUTREACH AND COMMUNITY ENGAGEMENT COMMITTEE

<table>
<thead>
<tr>
<th>Group Name</th>
<th>OCEC</th>
<th>Date</th>
<th>5/28/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>MICHAEL PITTSS</td>
<td>Time</td>
<td>9:30 AM-11:00 AM</td>
</tr>
<tr>
<td>Recorder</td>
<td>MICHAEL PITTSS</td>
<td>Location</td>
<td>Probation Dept, Live Oak Room 50 Douglas Dr, 2nd Floor Martinez, CA</td>
</tr>
</tbody>
</table>

Meeting Attended By the Following

| Frank Hancock | Monica Carlisle | Michael Pitts |

RECAP
- Floor open for Introductions and Announcements.
- No Public comment
- Approved the minutes from OCEC April meeting
- Discussed, Amended and approved 2019-2020 Work Plan
- Discussed potential outreach dates for the coming month.

RECOMMENDATION

NEXT STEPS
- Survey CAB members for their preferences as Ambassadors.
- Schedule CAB outreach presentations at other community group meetings.

ACTION REQUESTED OF FULL CAB

*Please specifically describe any action being requested of the full CAB at this time
- Accept submitted subcommittee work plan

UPCOMING MEETING DATES FOR THIS GROUP

- June 25, 2019 0930-1100  Location: Room 105, 651 Pine Street, Martinez
- Fourth Tuesday of each month

ATTACHMENTS

- Work Plan 2019-2020
### CAB Outreach and Community Engagement Committee – 2019-2020 Work Plan

#### Objective(s): Community Outreach & Community Engagement

<table>
<thead>
<tr>
<th>Task</th>
<th>Outcomes Goals</th>
<th>Timeline</th>
<th>Responsible Persons/Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Membership Cultivation</strong></td>
<td>Task 1 – Survey and advise CAB on the expertise of the current CAB members. To be used to evaluate prospective new member applications in terms of the voids in expertise of the current CAB membership. This will allow for the search for targeted expertise during recruitment process.</td>
<td>January – December</td>
<td>Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 2 - To have the Application listed on the appropriate Contra Costa County websites to recruit for current and future CAB member vacancies.</td>
<td>January – December</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 3 – OCEC identifies County and/or City Boards/Commissions and CBOs to outreach to for the recruitment of current and future membership needs.</td>
<td>January – December</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 4 – OCEC will work with ORJ in reviewing the CAB membership applications and follow the Bylaws to create an application pool.</td>
<td>January – December</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 5 – Interview the prospective new CAB membership applicants and make recommendations to the full CAB for approval of any new CAB member(s).</td>
<td>January-December</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td><strong>Community Outreach</strong></td>
<td>Task 1 – Update the CAB outreach presentation PowerPoint to reflect the CAB 2019 Policy Statement and Platform</td>
<td>March</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 2 – Identify and Log the County and City Boards/Commissions, CBOs and community meetings that directly affect the re-entry population.</td>
<td>February</td>
<td>Assigned Committee members</td>
</tr>
<tr>
<td></td>
<td>Task 3 – A representative(s) of the OCEC will visit monthly a minimum of one County or City Boards/Commissions or COS or community meetings that directly affect the reentry population, in an effort to educate those organizations on the CAB’s purpose, activities, boards the CAB advises and what type of work the CAB is doing in relation to the reentry population. In addition, the OCEC is to report back to the CAB on the outreached organizations' basic purposes and on their shared goals and objectives with the CAB.</td>
<td>January – December</td>
<td>Assigned Committee members</td>
</tr>
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<td></td>
<td>Task 4 – Coordinate the CAB Ambassadors program to assign CAB members to be ambassadors to the BOS and CCP Executive Members in order to create a two way channel for sharing information between the CAB and the BOS and CCP.</td>
<td>January - June</td>
<td>Assigned Committee members</td>
</tr>
</tbody>
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