



**Community Corrections Partnership (CCP)
Community Advisory Board (CAB)
Policy & Budget Subcommittee Meeting**

Friday, April 21, 2023
11:00 a.m. to 12:30 p.m.

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

The public may attend this meeting in person at **50 Douglas Drive, 2nd Floor (Madrone/Sequoia Room), Martinez, California 94553**

The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below.

HOW TO JOIN THE MEETING VIA ZOOM:

<https://us06web.zoom.us/j/83031084427?pwd=OGNOc2lQeHlkYkpxRnVNWGVGS1VrUT09>

HOW TO JOIN THE MEETING VIA CALL-IN:

Zoom meeting Dial-In-Number: (669) 900-6833
Conference code: 039588
Meeting ID: 830 3108 4427

HOW TO PROVIDE PUBLIC COMMENT:

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Agenda (AMENDED**)**

1. Welcome, Introductions & Announcements
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
3. Approval of the Minutes from the March 17, 2023 CAB Policy & Budget Subcommittee Meeting (**Attachment 1; See Pgs. 4-6**) [VOTE]

4. Finalize the County Staff Meetings Document ([Attachment 2; See Pgs. 7-25](#))
5. Discuss 2023 Work Plan ([Attachment 3, See Pgs. 26-27](#))
6. Next Steps
7. Adjourn to next P&B Subcommittee Meeting: May 19, 2023, 11:00 a.m. to 12:30 p.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Wednesday, April 26, 2023 9:00 a.m.	<u>Public Protection Committee</u> Monday, May 1, 2023 10:30 a.m.	<u>Community Advisory Board</u> Thursday, May 11, 2023 10:00 a.m. to 12:00 p.m.
<u>Outreach & Community Engagement Subcommittee</u> Tuesday, May 16, 2023 11:00 a.m. to 12:30 p.m.	<u>Programs & Services Subcommittee</u> Thursday, May 18, 2023 11:00 a.m. to 12:30 p.m.	<u>Policy & Budget Subcommittee</u> Friday, May 19, 2023 11:00 a.m. to 12:30 p.m.

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<p>📁 <i>Any disclosable public records related to an item on a regular meeting agenda and distributed by staff to a majority of members of the Community Advisory Board less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 202, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available on line at https://www.contracosta.ca.gov/4165/Community-Advisory-Board</i></p>	
<p>📧 <i>Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time.</i></p>	
<p>For Additional Information Contact:</p>	
<p>Patrice Guillory Office of Reentry & Justice Phone (925) 313-4087; Fax (925) 313-4191 Patrice.Guillory@orj.cccounty.us</p>	

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

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AOD	Alcohol and Other Drugs	JPA	Joint (exercise of) Powers Authority or Agreement
ARRA	American Recovery and Reinvestment Act	Lamorinda	Lafayette-Moraga-Orinda Area
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BART	Bay Area Rapid Transit District	LLC	Limited Liability Company
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CalWIN	California Works Information Network	MBE	Minority Business Enterprise
CalWORKS	California Work Opportunity and Responsibility to Kids	M.D.	Medical Doctor
CAER	Community Awareness Emergency Response	M.F.T.	Marriage and Family Therapist
CAO	County Administrative Officer or Office	MIS	Management Information System
CCHP	Contra Costa Health Plan	MOE	Maintenance of Effort
CCTA	Contra Costa Transportation Authority	MOU	Memorandum of Understanding
CCP	Community Corrections Partnership	MTC	Metropolitan Transportation Commission
CDBG	Community Development Block Grant	NACo	National Association of Counties
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COLA	Cost of living adjustment	OES-EOC	Office of Emergency Services-Emergency Operations Center
ConFire	Contra Costa Consolidated Fire District	ORJ	Office of Reentry & Justice
CPA	Certified Public Accountant	OSHA	Occupational Safety and Health Administration
CPI	Consumer Price Index	Psy.D.	Doctor of Psychology
CSA	County Service Area	RDA	Redevelopment Agency
CSAC	California State Association of Counties	RJOB	Racial Justice Oversight Body
CTC	California Transportation Commission	RJTF	Racial Justice Task Force
dba	doing business as	RFI	Request For Information
EBMUD	East Bay Municipal Utility District	RFP	Request For Proposal
EIR	Environmental Impact Report	RFQ	Request For Qualifications
EIS	Environmental Impact Statement	RN	Registered Nurse
EMCC	Emergency Medical Care Committee	SB	Senate Bill
EMS	Emergency Medical Services	SBE	Small Business Enterprise
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	SWAT	Southwest Area Transportation Committee
et al.	et ali (and others)	TRANSPAC	Transportation Partnership & Cooperation (Central)
FAA	Federal Aviation Administration	TRANSPAN	Transportation Planning Committee (East County)
FEMA	Federal Emergency Management Agency	TRE or TTE	Trustee
F&HS	Family and Human Services Committee	TWIC	Transportation, Water and Infrastructure Committee
First 5	First Five Children and Families Commission (Proposition 10)	UCC	Urban Counties Caucus
FTE	Full Time Equivalent	VA	Department of Veterans Affairs
FY	Fiscal Year	vs.	versus (against)
GHAD	Geologic Hazard Abatement District	WAN	Wide Area Network
GIS	Geographic Information System	WBE	Women Business Enterprise
HCD	(State Dept of) Housing & Community Development	WCCTAC	West Contra Costa Transportation Advisory Committee
HHS	Department of Health and Human Services		



**Community Corrections Partnership (CCP)
Community Advisory Board (CAB)
Policy & Budget Subcommittee Meeting**

*****RECORD OF ACTION*****

Friday, March 17, 2023
11:00 a.m. to 12:30 p.m.

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Roll Call: Nicole Green, Justin Van Zerber, Lanita Mims

CAB Members: Nicole, Justin, Lanita

Staff: Monique Tate, ORJ

Others in Attendance: Crawford Carpenter; Jill Ray, Office of Supervisor Candace Andersen; John Dante'

Agenda (AMENDED)

1. Welcome, Introductions & Announcements

- Convened: 11:25 a.m.
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
 - No public comment
 3. Approval of the Minutes from the February 17, 2023 CAB Policy & Budget Subcommittee Meeting (**Attachment 1; See Pgs. 4-6**) [VOTE]
 - Motion: Justin
 - Second: Lanita
 - No public comments
 - Vote: Nicole, Justin, Lanita
 - Motion carries
 - Discussion: See video for more information: <https://youtu.be/-kWAWyALtDM>
 4. Discuss CAB: Programs and Services 2022 Survey (**Attachment 2; See Pgs. 7-22**)
 - Public comments
 - Discussion: See video for more information: <https://youtu.be/-kWAWyALtDM>
 5. County Staff Meetings (**Attachment 3; See Pgs. 23-41**)
 - Public comments
 - Discussion: See video for more information: <https://youtu.be/-kWAWyALtDM>
 6. Finalize 2023 Work Plan (**Attachment 4, See Pgs. 42-43**) [VOTE]
 - Motion: Lanita
 - Second: Justin
 - No public comments
 - Vote: Nicole, Justin, Lanita
 - Motion carries
 - Discussion: See video for more information: <https://youtu.be/-kWAWyALtDM>
 7. Next Steps
 - Finalize the County Staff Meeting Document
 - Review Programs & Services (P&S) Survey & Collaboration with P&S
 8. Adjourn to next P & B Subcommittee Meeting: April 21, 2023, 11:00 a.m. to 12:30 p.m.
 - Adjourned: 12:20 p.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Friday, April 7, 2023 (Tentative) 10:30 a.m.	<u>Public Protection Committee</u> Monday, April 3, 2023 10:30 a.m. (AMENDED)	<u>Community Advisory Board</u> Thursday, April 13, 2023 10:00 a.m. to 12:00 p.m.

<u>Outreach & Community Engagement Subcommittee</u> Tuesday, March 21, 2023 11:00 a.m. to 12:30 p.m.	<u>Programs & Services Subcommittee</u> Thursday, April 20, 2023 11:00 a.m. to 12:30 p.m.	<u>Policy & Budget Subcommittee</u> Friday, April 21, 2023 11:00 a.m. to 12:30 p.m.
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Office of Reentry & Justice
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DRAFT

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DRAFT

CAB
POLICY & BUDGET
COUNTY STAFF MEETING
GUIDE
2023

POLICY & BUDGET ...POINT OF CONTACT FOR PROGRAM MANAGERS

HOUSING H3

Program Manager's Name

Phone Number

e-mail

EMPLOYMENT

Program Manager's Name

Phone Number

e-mail

BEHAVIORAL HEALTH

Program Manager's Name

Phone Number

e-mail

ETC.

Program Manager's Name

Phone Number

e-mail

DRAFT

SAMPLE CONTACT E-MAIL

REQUESTING

Dear XXX,

My colleague, XXXX, and I would like to schedule a Community Advisory Board Policy & Budget Committee meeting with you to learn, listen & connect. The week of (Month, Day, Time & Year) are good times for us. Would something in those timeframes work for you, as well? If you have a preferred Zoom meeting link, we are happy to call in or we could visit in-person. We look forward to meeting with you while also discussing the CAB's Policy & Budget's priorities.

Best,

Lila Blanchard
CAB Member

CONFIRMING

Dear Chief Addington,

XXXX and I are looking forward to hearing your valuable perspectives and to share some of CAB's Policy & Budget's observations. We look forward to our meeting on XXX at XXX.

I am attaching our talking points document for your review. These are a few topics we'd like to discuss in addition to asking what you'd like the CAB to know.

Among the topics we might discuss are:

1. XXXX
2. XXXX
3. XXXX

We look forward to this opportunity to strengthen the partnership between the CAB's Policy & Budget Committee and your Department.

Respectfully,

XXXXX

DRAFT

POLICY & BUDGET EFFECTIVE MEETINGS

(Suggested Considerations)

- The two interviewers should meet prior to their meeting to layout their joint approach!!! This is crucial for the comfort of new Policy & Budget Members engaged in this process & to provide a professional approach.

- Be...
 - Punctual
 - Polite
 - Professional
 - Personable
 - Engaging

- Focus on “Active Listening”

- Clearly define why we are here

- Prepare some questions
 - X
 - X
 - X

- Most Important...Don't be Negative

P & B TALKING POINTS

DRAFT

TENTATIVE NARRATIVE

THE LEAD

Good morning/afternoon & thank you for providing this time for CAB to present our recommendations & to have this discussion.

We would like to provide a roadmap for this meeting by first reviewing our Pillars & then moving to CAB's Policy Recommendations.

- Over the last several years, the Community Advisory Board (CAB) has worked diligently to realize the intention of AB 109 Public Realignment by advocating for increased community-based reentry services, supporting the expansion of our reentry system, ensuring our criminal justice partners and the broader community work together to end the cycle of recidivism and mass incarceration.
- Some of our accomplishments include successful increases in funding for community-based housing resources, legal aid, and employment services overtime; new expense reporting templates; strengthening pre-release transition planning; and the permanent creation and expansion of the Office of Reentry and Justice.

(The Second) will now address our Pillars:

THE SECOND

As County residents and representatives of the community, we want a fair and effective justice system in Contra Costa County. Our approach to policy rests on

CAB's four pillars:

- **We want to invest in what works**
- **We believe that true justice requires social justice.**
- **We believe that incarceration should serve as a last resort.**
- **We believe that safety for all depends on justice for all.**

The two of us have chatted, but the real reason we are here is to solicit input & yours would be extremely valuable.

QUESTION FOR THE PROGRAM MANAGER

Based on these pillars, how might your office assist in strengthening the aforementioned pillars or is there a specific area referenced above where your office might be uniquely qualified to champion?

THE LEAD

While we have six recommendations, we would like to focus on three recommendations which are in lock step with our Programs & Services AB 109 Survey that County Agencies & CBO's participated in. Your feedback would be appreciated as we move through these focus recommendations:

- **Recommendation # 1:** Continue investments in housing services by expanding the pool of reentry-specific housing
- **Recommendation # 2:** Expand the use of alternatives to incarceration including diversion and restorative justice programs, and ensure equitable access to these programs

- **Recommendation # 3:** Ensure all reentry programs and services are adaptable to a racial equity lens, are trauma- informed, and are culturally competent and responsive to the communities being served.
- **Recommendation # 4:** Support the development of a data strategy coordinated by the Office of Reentry and Justice to improve data collection, analysis and evaluation of programs/services, and the impact of AB 109 funding on the reentry population.

Moving to recommendation # 5: CAB has a particular interest in championing the efforts in the disabilities arena to honor DR Michelle Hernandez, a previous CAB member who passed away recently. Her passion & commitment for the inclusion of this group should be front & center as we move forward.

- **Recommendation # 5:** Increase targeted support and expand community-based resources for individuals with disabilities that are also justice-system involved, to include persons with physical and developmental disabilities, as well as those experiencing co-occurring mental health and substance use disorders.

- **Recommendation # 6:** Expand county employment opportunities and hiring among the justice-involved population

THE SECOND

Our first area of focus is:

1: Continue investments in housing services by expanding the pool of reentry-specific housing. Please note the following:

- We wish to reassert our previously recommended policy solution involving the expansion of housing services to address the ever growing and evolving housing needs of the reentry population
- We continue to highlight our concerns with utilizing one predominant housing model – transitional housing through sober living environments (SLE) as the primary source of housing for the reentry population.
- We are proposing that AB 109 investments be prioritized for services that utilize a housing first approach, as this is best practice within the housing field, and offer flexible housing options in addition to transitional living.

THE LEAD

Our second area of focus is item # 5:

(The Hernandez Recommendation) which is: Targeted support for justice system involved individuals with disabilities to include physical & developmental disabilities, mental health & substance use disorders. In this area, please note the following:

- CAB recognizes the growing need for specialized support outside of AB 109 Funding
- CAB further recommends that CCP engage in public discussions in areas where accessibility & coordination of resources can be improved
- Disabilities come in many forms & without having a clear understanding of how many individuals among this population are in need of these services is a missed opportunity to support re-integration

QUESTION

Based on the previous comments, might you care to comment in this area?

THE SECOND

Our third & final area of focus is # 6:

Expand county employment opportunities and hiring among the justice-involved population. We feel it's crucial to focus on the following:

- Gainful employment is the bedrock for reducing recidivism
- Equitable access to public sector jobs for those in reentry can lift families out of poverty & on the path to a stable life
- CAB recommends that the county develop an initiative to expand employment opportunities for those in the reentry population as has been done in Alameda & San Francisco Counties.
- Finally, the county might want to consider streamlining opportunities for hiring & job placement for justice involved individuals

SECOND'S QUESTION

Piggybacking on the above comments, is there an area where your office could be of significant assistance to this employment effort?

LEAD

Again, we would like to note that some of our Recommendations (1, 5 & 6) are in lock step with our Programs & Services AB 109 Survey that we asked our County agencies & CBO's to participate in. Hopefully, you can see how meaningful those responses were.

That Survey also revealed some key concerns which were:

- Housing... Our Recommendation # 1
- Behavioral Health...Our Recommendation # 5

AND

- Employment...Our Recommendation # 6

Again, many thanks for our AP 109 partner's participation in that survey!

Part & parcel to the aforementioned are items that were identified as needing attention in the future. Those items on the near horizon are:

- Staffing Issues & Retention
- Lack of Clinicians
- Pre-Release Planning through enhanced Client engagement

CONCLUSION

THE SECOND

- We most appreciate you taking the time to be involved in this effort. This has been an absolute pleasure. I believe (The Lead) also has some concluding remarks:

THE LEAD

- XXXX & I thank you for providing this opportunity to present CAB's Recommendations!!!
- The mere fact that this meeting has taken place says a great deal about you & your office. These are difficult times & you know that better than we do.

- It takes a village & a community of well-intentioned individuals to succeed. We are so pleased to have the opportunity to see first-hand the role that you play in making Contra Costa County a better place to live.
- XXXX & I thank you for providing this opportunity to present CAB's Recommendations!!!

DRAFT

Report to CAB After Member Participation in an External Meeting

Group Name	Supervisor Burgis	Date	November 3, 2021
Location	Zoom Call	Time	3:15 PM
Purpose	Update Supervisor of CAB's Proposals & Activities		

MEETING HIGHLIGHTS

- In attendance were Jon'Ta Davenport (Lead) & Crawford Carpenter (Second)
- Her assignments as a County Supervisor have not been in the Criminal Justice arena. They are learning about this area.
- Develop a relationship with Alicia Nuchols in her office, she can assist us with priorities for the Supervisor's District
- We should look into Measure X money. It allows receiving agencies to be creative with the use of that money. It would be most helpful if we could assist the county in finding funding for various initiatives.
- Public Safety is a key issue for her District. We should frame our messaging to those we are seeking assistance from stressing that our programs save considerable money by not investing it in the prison system

- She feels we can give people HOPE by stressing accountability
- As far as transparency, it would be helpful to provide a model from a county that's engaging in transparency in an effective manner. We should keep in mind that there are limits as to what can be reasonably accomplished. Our emphasis should not be on coming in after the fact, but on being proactive with measures that can be adequately planned for
- Three areas that are priorities for her District are:
 - Housing
 - Mental Health
 - Homelessness
-

ACTION REQUESTED OF FULL CAB

- Note comments above regarding providing a model of successes

IMPORTANT DATES

- N/A

ATTACHMENTS

- N/A

SAMPLE POLICY & BUDGET THANK YOU NOTE

XXX and I would like to thank you and your staff for making this meeting possible. We felt it was most constructive. Our meeting was just another example of how CAB's Policy & Budget Committee continues to engage with our county partners.

We look forward to continued open and constructive dialogue with your Office

On Behalf of CAB's Policy & Budget Committee and With Much Appreciation,

XXX

Policy and Budget Work Plan 2023

Goal 1: Continue advocating for and tracking progress toward equity in the Criminal Justice System in Contra Costa County				
Key Action Steps	Timeline	Expected Outcome	Work to Date	Responsible
<ul style="list-style-type: none"> <input type="checkbox"/> Review research and data findings on where inequities may exist in the criminal justice system for specific demographics such as race/ethnicity, gender identity, ability, mental health status, etc., and its impact on AB 109 implementation. <input type="checkbox"/> Collaborate and assess with the work groups to identify the gaps in housing, employment, and disabilities. 	Ongoing	<p>Identify to what degree specific demographics such as race/ethnicity, age, gender identity, ability, those experiencing homelessness, are uninsured and mental health status (esp. individuals diagnosed with co-occurring disorders) are being served through AB 109 services.</p> <p>Compile and present the data to the full CAB.</p>		All
<ul style="list-style-type: none"> <input type="checkbox"/> Identify gaps in CoCo County's criminal justice system to CAB to support policy statement or CAB stance on racial and gender justice issues. 	Ongoing	<p>Collaborate with Programs and Services:</p> <p>Subcommittee to ensure questions around equity and inclusion are included in the Community Needs Survey.</p> <p>Report back to committee members information discussed in P&S.</p>		Lanita
<ul style="list-style-type: none"> <input type="checkbox"/> Assign a CAB member(s) to attend Racial Justice Oversight Body (RJOB) meetings regarding data reporting or developing data listening sessions to understand and support reducing racial and ethnic disparities in the criminal justice system. 	Ongoing	Assigned CAB member(s) will report out on RJOB activities at general body meetings.	On hold	
Goal 2: Develop FY 22/23 CAB Policy & Budget Recommendations				
Key Action Steps	Timeline	Expected Outcome	Work to Date	Responsible
<ul style="list-style-type: none"> <input type="checkbox"/> Review CBO & community needs as highlighted in the Programs and Services Subcommittee survey results and align with AB 109 funding for community programs. 	July-Oct	Develop an informed budget based on community-based organization needs and community input		

<input type="checkbox"/> Review quarterly financial reporting presented during CCP meetings to ensure funds are being expended as intended.	<p>Ongoing</p>	<p>Ongoing monitoring of the use of AB 109 funding.</p> <p>Look for areas based on financial reporting for funds that could be allocated in other areas or align with our CAB recommendations.</p>		<p>All</p>
<input type="checkbox"/> Propose increasing funding for Mental Health Services and propose more equitable access for reentry population <input type="checkbox"/> Propose bringing together CBOs and County Agencies to identify culturally appropriate and accessible mental health resources <input type="checkbox"/> Consider the implications of CAL-AIM in providing more accessible mental health resources for the reentry population	<p>Ongoing</p>	<p>Develop a holistic mental health strategy as part of CAB's policy & budget recommendations</p> <p>Review the AB 109 funding for community programs and make recommendation for funding opportunities for Mental Health Services</p> <p>Develop an informed budget based on Community Based Organization needs and community input.</p>		<p>All</p>
<input type="checkbox"/> Include best practices for the balance of unspent funds rolling over to next fiscal year.	<p>TBD</p>	<p>Meet with county staff (meet with specific departments) to share last years survey results. To help fill gaps in services to align with the recommendations of CAB.</p>		<p>All</p>