



# Community Corrections Partnership (CCP) Community Advisory Board (CAB) General Meeting

Thursday, May 13, 2021  
10:00 a.m. to 12:00 p.m.

Join Zoom Meeting:  
<https://zoom.us/j/94582709821?pwd=ZEk3bjNkYTdYc0lyeDBObiRLU0ZkQT09>

Meeting ID: 945 8270 9821  
Passcode: 473956

Join by Phone:  
Dial: (669) 900-6833  
Enter the Above Meeting ID and Passcode

## **Agenda**

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 April 8, 2021 CAB General Meeting (**Attachment 1; Pg. 4-6**) [VOTE]
4. Receive Reports from External Meetings:
  - a. Report from the BOS Meeting
  - b. Report from the PPC Meeting
  - c. Report from the CCP Meeting
  - d. Report from the Holistic Intervention Partnership (Michael Pitts) (**Attachment 2; Pg. 7**)
5. Prep for June CCP Meeting - Follow-up on CAB Policy Brief Recommendations (**Attachment 3; Pg. 8-21**)
6. Discuss moving CAB Subcommittees & External Reports to a different reporting schedule [VOTE]
7. Adjourn to next General Meeting: June 10, 2021, 10:00 a.m. to 12:00 p.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Friday, June 4, 2021 10:30 a.m.	<u>Public Protection Committee</u> Monday, May 24, 2021 10:30 a.m.	<u>Community Advisory Board</u> Thursday, June 10, 2021 10 a.m. to 12 p.m.
<u>Outreach &amp; Community Engagement Subcommittee</u> Tuesday, May 18, 2021 10 a.m. to 11:30 a.m.	<u>Program &amp; Services Subcommittee</u> Thursday, May 20, 2021 11:30 a.m. to 1 p.m.	<u>Policy &amp; Budget Subcommittee</u> Friday, May 21, 2021 10:30 a.m. to 12 p.m.

☺ *The Office of Reentry & Justice will provide reasonable accommodations for persons with disabilities planning to attend Community Advisory Board 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 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>*

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

**For Additional Information Contact:**

**Patrice Guillory**  
Office of Reentry & Justice  
Phone (925) 313-4087; Fax (925) 313-4191  
**Patrice.Guillory@orj.cccounty.us**

## 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 Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

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AB	Assembly Bill	HIV	Human Immunodeficiency Syndrome
ABAG	Association of Bay Area Governments	HOV	High Occupancy Vehicle
ACA	Assembly Constitutional Amendment	HR	Human Resources
ADA	Americans with Disabilities Act of 1990	HUD	United States Department of Housing and Urban Development
AFSCME	American Federation of State County and Municipal Employees	Inc.	Incorporated
AICP	American Institute of Certified Planners	IOC	Internal Operations Committee
AIDS	Acquired Immunodeficiency Syndrome	ISO	Industrial Safety Ordinance
ALUC	Airport Land Use Commission	JPA	Joint (exercise of) Powers Authority or Agreement
AOD	Alcohol and Other Drugs	Lamorinda	Lafayette-Moraga-Orinda Area
ARRA	American Recovery and Reinvestment Act	LAFCo	Local Agency Formation Commission
BAAQMD	Bay Area Air Quality Management District	LLC	Limited Liability Company
BART	Bay Area Rapid Transit District	LLP	Limited Liability Partnership
BCDC	Bay Conservation & Development Commission	Local 1	Public Employees Union Local 1
BGO	Better Government Ordinance	LVN	Licensed Vocational Nurse
BOS	Board of Supervisors	MAC	Municipal Advisory Council
CALTRANS	California Department of Transportation	MBE	Minority Business Enterprise
CalWIN	California Works Information Network	M.D.	Medical Doctor
CalWORKS	California Work Opportunity and Responsibility to Kids	M.F.T.	Marriage and Family Therapist
CAER	Community Awareness Emergency Response	MIS	Management Information System
CAO	County Administrative Officer or Office	MOE	Maintenance of Effort
CCHP	Contra Costa Health Plan	MOU	Memorandum of Understanding
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CCP	Community Corrections Partnership	NACo	National Association of Counties
CDBG	Community Development Block Grant	OB-GYN	Obstetrics and Gynecology
CEQA	California Environmental Quality Act	O.D.	Doctor of Optometry
CIO	Chief Information Officer	OES-EOC	Office of Emergency Services-Emergency Operations Center
COLA	Cost of living adjustment	ORJ	Office of Reentry & Justice
ConFire	Contra Costa Consolidated Fire District	OSHA	Occupational Safety and Health Administration
CPA	Certified Public Accountant	Psy.D.	Doctor of Psychology
CPI	Consumer Price Index	RDA	Redevelopment Agency
CSA	County Service Area	RJOB	Racial Justice Oversight Body
CSAC	California State Association of Counties	RJTF	Racial Justice Task Force
CTC	California Transportation Commission	RFI	Request For Information
dba	doing business as	RFP	Request For Proposal
EBMUD	East Bay Municipal Utility District	RFQ	Request For Qualifications
EIR	Environmental Impact Report	RN	Registered Nurse
EIS	Environmental Impact Statement	SB	Senate Bill
EMCC	Emergency Medical Care Committee	SBE	Small Business Enterprise
EMS	Emergency Medical Services	SWAT	Southwest Area Transportation Committee
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	TRANSPAC	Transportation Partnership & Cooperation (Central)
et al.	et ali (and others)	TRANSPLAN	Transportation Planning Committee (East County)
FAA	Federal Aviation Administration	TRE or TTE	Trustee
FEMA	Federal Emergency Management Agency	TWIC	Transportation, Water and Infrastructure Committee
F&HS	Family and Human Services Committee	UCC	Urban Counties Caucus
First 5	First Five Children and Families Commission (Proposition 10)	VA	Department of Veterans Affairs
FTE	Full Time Equivalent	vs.	versus (against)
FY	Fiscal Year	WAN	Wide Area Network
GHAD	Geologic Hazard Abatement District	WBE	Women Business Enterprise
GIS	Geographic Information System	WCCTAC	West Contra Costa Transportation Advisory Committee
HCD	(State Dept of) Housing & Community Development		
HHS	Department of Health and Human Services		
HIPAA	Health Insurance Portability and Accountability Act		

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**Community Corrections Partnership (CCP)  
Community Advisory Board (CAB)  
General Meeting**

**\*\*\*RECORD OF ACTIONS\*\*\***

Thursday, April 8, 2021  
10:00 a.m. to 12:00 p.m.

Join Zoom Meeting:  
<https://zoom.us/j/94582709821?pwd=ZEk3bjNkYTdYc0lyeDBObiRLU0ZlhQT09>

Meeting ID: 945 8270 9821  
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**Agenda**

**Members Present:** Azi Carter, Michael Pitts, Crawford Carpenter, Terrence Cole, Jon'Ta Davenport, Lila Blanchard, Nicole Green, Michelle Hernandez, DeVonn Powers

**Members Absent:** Nakenya Allen, Chala Bonner, Jeri Cohen

**Staff Present:** Denise Zabkiewicz, Nicole Popczuk, Melvin Russell, Lanett Williams, Jill Ray, Susan Woodhouse, Charles Brown III, Daniel Perotti,

**Presenters:** Heidi Maguire, Debbie Thomas, Robbyn-Nicole Livingston

**Others Present:** Rhody McCoy, Darryl Coachman, James Worley

1. Welcome, Introductions & Announcements
  - Convened – 10:00 a.m.
  - CCP CBO Seat
    - i. Application Deadline: May 10<sup>th</sup>, 2021; If you did not receive announcement and would like ORJ to forward it to you, please put your email address in the Zoom Chat
    - ii. PPC Meeting Interviews: May 24<sup>th</sup>, 2021 @ 10:30AM
    - iii. Whether or not qualified CAB Members can simultaneously serve in this CCP CBO Rep Seat: TBD; CAO has reached out to COB
  - CCP (4/23/21): ORJ has submitted staff report, outlining CAB's recommendation of Terrence Cole for CAB's vacant Voting Member seat; The deadline to submit agenda items for April's Meeting is 4/14/21

- Pop-Up Pilot Walk-In Vaccine Appointments: ORJ to distribute
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
    - No Public Comment was received.
    - Crawford Carpenter: Request to agendaize vetting topic for 5/13/21
  3. Approval of the Minutes from the March 11, 2021 CAB General Meeting (Attachment 1; See Pg. 4-5) [VOTE]
    - Motion: Jon Ta Davenport; Motion to amend and approve Minutes to reflect DeVonn Powers as present
    - Second: Michelle Hernandez
    - Passed unanimously
  4. Pittsburg PD (MHET) Presentation (Heidi Maguire, Pittsburg PD & Debbie Thomas, Contra Costa Health Services)
    - Public Comment was received.
  5. TAY Population Presentation (Robbyn-Nicole Livingston) (Attachment 2; See Pg. 6-12)
    - Public Comment was received.
  6. Receive Reports from CAB Subcommittees & External Meetings:
    - Report from the Outreach & Community Engagement Subcommittee (Nakenya Allen) (Attachment 3; See Pg. 13-15)
      - i. Report Outs: Crawford Carpenter presented highlights to CAB General Meeting
        1. Public Comment was received.
          - a. Lila Blanchard: Will the full CAB have access to the PowerPoint and when will it be ready? Soon.
    - Report from the Program & Services Subcommittee (Nicole Green) (Attachment 4; See Pg. 16-18)
      - i. Report Outs: Nicole Green presented highlights to CAB General Meeting
        1. No Public Comment was received.
        2. Referrals for Restorative Justice practices: Names of organizations; Email them to Nicole Green or Lila Blanchard:
    - Report from the Policy & Budget Subcommittee (Jon Ta Davenport) (Attachment 5; See Pg. 19-21)
      - i. Report Outs: Jon Ta Davenport presented highlights to CAB General Meeting
        1. No Public Comment was received.
  7. Next Steps
    - No Public Comment was received.
  8. Adjourn to next General Meeting: May 13<sup>th</sup>, 2021, 10:00 a.m. to 12:00 p.m.
    - Adjourned – 11:34 a.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Friday, April 23, 2021 10:30 a.m.	<u>Public Protection Committee</u> Monday, April 26, 2021 10:30 a.m.	<u>Community Advisory Board</u> Thursday, May 13, 2021 10 a.m. to 12 p.m.
<u>Outreach &amp; Community Engagement Subcommittee</u> Thursday, April 20, 2021 2 p.m. to 3:30 p.m.	<u>Program &amp; Services Subcommittee</u> Thursday, April 15, 2021 11:30 a.m. to 1 p.m.	<u>Policy &amp; Budget Subcommittee</u> Thursday, April 16, 2021 10:30 a.m. to 12 p.m.

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**For Additional Information Contact:**

**Denise Zabkiewicz**  
Office of Reentry & Justice  
Phone (925) 313-4091; Fax (925) 313-4191  
**Denise.Zabkiewicz@orj.cccounty.us**

## Report to CAB After Member Participation in an External Meeting

Group Name	Holistic Intervention Partnership (HIP) Steering Committee	Date	April 15, 2021
Location	Zoom Virtual Meeting	Time	10AM-11:30AM
Purpose	Holistic Defense Intervention Partnership Project (HIP) establishes early coordination; collaboration and linkages across system partners to better serve indigent individuals involved in the criminal justice system. Steering Committee Purpose/Goal: The Steering Committee is an advisory and oversight body, and its role is to review budget and program implementation information and provide the Public with policy and programmatic direction.		

### MEETING HIGHLIGHTS

- Program updates
- Reported that failure to appear has reduced from > 40% to 18.6%
- Early Rep has kept 672 clients out of court for arraignments which were handled by their attorney.
- Training for staff and partners that has occurred and is pending; Trauma Informed Practices, Harm Reduction, COVID Response, Harm Reduction Part II, and H3/Housing
- Report out by Rubicon about their program and referral process from HIP

### ACTION REQUESTED OF FULL CAB

- None.

### IMPORTANT DATES

- Next Meeting July 15, 2021

### ATTACHMENTS

- None.

**County of Contra Costa**  
**OFFICE OF THE COUNTY ADMINISTRATOR**  
**MEMORANDUM**

**COMMUNITY CORRECTIONS PARTNERSHIP**

**4.**

**Meeting Date:** 04/23/2021  
**SUBJECT:** 2020 CAB Policy Brief  
**FROM:** PUBLIC PROTECTION COMMITTEE,  
**DEPARTMENT:** County Administrator

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**RECOMMENDATION:**

ACCEPT the recommendations on the Community Advisory Board's Policy Brief, as recommended by the Public Protection Committee.

**BACKGROUND:**

Since its formation in 2012, the Community Advisory Board (CAB) has consistently provided advice to this Partnership in a variety of forms. This includes providing white papers from time to time, and a Policy Brief annually to provide advice on issues related to needed reentry services and enhancement of AB 109 administration.

In December 2020, the CAB submitted the included Policy Brief to the Community Corrections Partnership (Attachment A) seeking to provide the County advice in the following areas:

1. Annual AB 109 Program Survey
2. Housing
3. Pandemic Emergency Fund
4. Expansion of MHET services
5. The Office of Reentry and Justice
6. Funded Agencies' Periodic Reporting
7. Evaluation of Programs and Services
8. AB 109 Budget Process

**DISCUSSION:**

On February 22, 2021, the Public Protection Committee (PPC) reviewed the CAB's Policy Brief and related staff recommendations. The PPC recommended that a number of the CAB's recommendation be agendized for further discussion by the CCP. Attachment B summarizes the recommended next steps as approved by the PPC. The PPC has recommended that CAB recommendations #1, #2, #4, #6, #7, #8, #10, #11, and #12 be agendized for discussion by the CCP.

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**Attachments**

Attachment A - 2020 CAB Policy Memorandum  
Attachment B - Recommendations on CAB Policy Brief

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# MEMORANDUM

## FY 2021-2022 Policy & Budget Recommendations

### Community Advisory Board to the Contra Costa County Community Corrections Partnership

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## Introduction

The year 2020 has been one none of us will soon forget. Amid the widespread confusion, commotion, and constant change we have all experienced this year, the international pandemic and nationwide protests against racism have left limited opportunities to celebrate the fact our local jail population has hit lows the county hasn't experienced in decades (including a monthly average that dropped below 700 incarcerated individuals at one point).<sup>1</sup>

In the midst of these ups and downs, CAB has done its best to continue support of the county's efforts to enhance public safety through innovation and a reliance on quality information. Since its inception in 2012, CAB has encouraged the Community Corrections Partnership (CCP) to prioritize investments into community-based services in its effort to realize the intentions of the AB 109 legislation from 2011.<sup>2</sup> In the face of the strong economic headwinds it was confronted with in 2020, the CAB applauds the CCP for successfully working through the first ever cuts to the Community Corrections budget and its commitment to protecting the important investments being made into our local community based service providers.

Each of CAB's Members and everyone from the constituencies CAB represents feel blessed to have just survived 2020.<sup>3</sup> Looking forward, CAB is encouraged by the fact that the 10<sup>th</sup> anniversary of AB 109 is fast approaching and brings with it the chance to think about what the next 10 years could look like. To help chart this course, this document presents ten recommendations that seek to highlight opportunities for growth that promote transparency through shared accountability, are consistent with CAB's belief of keeping people in the community by investing in people in the community, and the community's desire to understand what works...to do more of that.

## CAB Policy and Budget Recommendations

CAB has clearly and consistently established that its policy platforms are informed by the following:<sup>4</sup>

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 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.*

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<sup>1</sup> Jail data on average daily population (ADP) retrieved on 10/28/20 from: <https://app.smartsheet.com/b/publish?EQBCT=82b29a92ea9a4a0ea7aa480f1287e137>.

<sup>2</sup> See CAB Key Recommendations, presented to the CCP August 7, 2012.

<sup>3</sup> At the time of this writing America continues to lead the world in COVID-19 deaths as the number of lives lost surges past 232,000 – including the 29 people who didn't survive the outbreak in nearby San Quentin Prison.

<sup>4</sup> See item 5 of the CAB 9/10/20 agenda packet, retrieved on 10/20/20 from: [https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/\\_09102020-2911](https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/_09102020-2911).

- *We believe that safety for all depends on justice for all.*

Building from these pillars CAB has made multiple recommendations over the past couple of years and would be remiss to not begin by acknowledging the progress the CCP has made on the issues raised. Firstly, CAB is thrilled to recognize that the county has taken the bold and momentous step of institutionalizing the ORJ and finding it a permanent home in the Probation Department. It is now time to build on the momentum and potential of this decision to ensure the ORJ is poised to maximize the effectiveness of the county's investments into reentry and public safety outcomes. Following CAB's recommendation that the county look to diversify the housing options available to returning residents, the Probation Department and Health, Housing, and Homeless Services Division of the Health Services Department (H3) forged a collaborative that resulted in significant investments being made into H3's Housing Security Fund and the provision of housing navigation services that are both aimed at improving the housing outcomes of Probation's clients. Since presenting the CCP with the findings and recommendations from its expenditure analysis in 2016,<sup>5</sup> the CAB has made a series of recommendations to improve transparency, accountability, and meaningfulness embedded within the budgeting process. CAB greatly appreciates CCP responding to these series of recommendations by making changes to its budget request template, creating a standard expense reporting template for the public partners to use, and most recently agreeing to having a midyear expenditure review at its March meeting followed by an end of year review in September. CAB recognizes that this plan was derailed by the chaotic events of 2020, but fully expects that the CCP will make a good faith effort to honor its commitment to this bi-annual process to review the financials of the Partnership in 2021. While worthwhile progress has been made on issues related to the ORJ, housing, and the budget process, CAB's Policy and Budget Committee has identified several opportunities for growth in these areas.

The recommendations that follow are based upon the discussions CAB has had among its membership, with the public, and with various other stakeholders throughout the past year. Additionally, CAB surveyed AB 109 funded partners, and begins its recommendations with findings from this survey before making additional recommendations related to the ORJ, housing, and CCP budget process.

## 2020 CAB Survey

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### *RECOMMENDATION #1:*

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***Direct QAC to work with CAB to issue a joint annual survey each June to all public and private agencies receiving AB 109 funding, with the goal of reporting the survey's results (including agency participation) to the CCP on or around September, and the understanding that the CCP will consider an agency's failure to participate in this process when making its budget recommendations each December.***

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Recognizing the unprecedented nature of the moment, immediately following the shutdown of non-essential services by the County Public Health Officer, CAB's Program and Services Committee (P & S) partnered with the Office of Reentry and Justice (ORJ) to survey the more than 15 public entities and 10

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<sup>5</sup> See item 4 of the CCP 12/16/16 agenda packet, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/DocumentCenter/View/43697/CCP-Agenda-Packet-12-16-16>.

or so community-based partners that receive AB 109 funding. As stated by CAB, the goal of the survey was “to better understand the goals, challenges, and barriers to achieving the programmatic goals of” partner agencies/organizations to “inform the CAB’s recommendations to the Community Corrections Partnership” by providing it with “[a] better understanding of the needs and obstacles [these] programs face as well as their future direction.”<sup>6</sup> Given the general importance of this scope, and its exponential importance in this moment, CAB was simultaneously encouraged by the 80% response rate of the community based partners and left somewhat somber and sullen by the underwhelming response rate of about 35% from the public entities.<sup>7</sup> In the spirit of shared accountability and supporting processes that allow us all to do more of what is working, CAB submits this first recommendation.

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*RECOMMENDATION #2:*

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***To address the affordable housing needs of the justice involved population, establish regularly reviewed metrics related to obtaining and maintaining permanent housing and allow this metric to drive future levels of AB 109 investments into housing resources.***

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Because the need for housing is such an ongoing area of concern, CAB believes that metrics in this area would help act as guideposts to the variety of efforts that are being undertaken to address this issue. The more clear the expectations of the CCP are, the better positioned the Partnership, and County more broadly, will be able to understand the underlying reasons for unmet housing needs. That is to say whether such unmet needs are the result of limited availability for affordable housing, insufficient dedicated funding, the misalignment of housing types to need, or some combination of these and other relevant concerns. Without a more structured approach to addressing the need for housing, it is likely this will remain an area where those in need will continue to confront barriers to their reentry success.

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*RECOMMENDATION #3:*

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***The CCP should encourage the Probation Department to establish a Pandemic Emergency Fund to address the emergent needs of returning residents that are related to transportation, PPE, improving access to the technology required to engage in virtual service provision, or responding to other CCP approved needs, and this fund should be created by matching up to \$100,000 dollar for dollar with some other funding source and include the requirement that Probation provide the CCP with a report each year on the sources and uses of Pandemic Emergency Fund money with a general description of the benefits this fund provided.***

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<sup>6</sup> CAB Program and Services 9/17/20 agenda packet at page 5, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/09172020-2923>.

<sup>7</sup> Item 4 of the CAB Program and Services 10/15/20 agenda packet, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/10152020-2971>.

Based on the public discussions that occurred when the Program and Services Committee reviewed the results of the 2020 CAB Survey, CAB would like to ensure that the CCP is being responsive to emergent needs of returning residents that are related to the pandemic. Because the Probation Department has the strongest connection to our community's justice involved residents, this agency seems to be best situated to administer a Pandemic Emergency Fund that would provide this population with the support needed to address the effects of the current crisis. The Partnership should encourage Probation to create this fund by matching any funding the department is currently utilizing for this purpose with an equal match of AB 109 dollars to maximize the reach of this severely needed support. Thus, a maximum match of \$100,000 in AB 109 funding would ensure that at least \$200,000 were available for a Pandemic Emergency Fund. While this fund should be allowed to augment and complement any service currently funded by AB 109, the partnership should also allow this fund to be used for new and heightened needs like housing, transportation, personal protective equipment, a technology access. Furthermore, requiring the Probation Department to monitor and report the amount of emergency money used, the source of the money making up the fund, and the types of support the use of this funding provided to returning residents would promote transparency and accountability.

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*RECOMMENDATION #4:*

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***The CCP should explore using the current amount allocated to law enforcement for MHET so that up to three additional cities in the County receive partial funding from this allocation for MHET police officers with additional funding provided to the Health Services Department for three new MHET clinicians to support the expansion of MHET to six teams in the County.***

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Findings from the 2020 CAB Survey also served to highlight concerns about the mental health impacts of the pandemic, and the impact extended periods of social isolation has had on the most vulnerable among us. In discussing this issue, CAB's Program and Services Committee was reminded that advancing justice reinvestment in the County is a primary purpose of its work.<sup>8</sup> With this CAB believes that the County's AB 109 funded Mental Health Evaluation Teams (MHET) provide an excellent opportunity to redirect local resources into a well-established method of increasing public safety. Currently the County provides a local police agency in each of the County's three regions (Antioch in east, Walnut Creek in central, and Richmond in west) with a mental health clinician from the County's Health Services Department and AB 109 funding to cover most of the local police officer's salary teaming up with the mental health clinician. Last year the County agreed to add a fourth team consisting of a county clinician and Sheriff Deputy to support the three regional city police teams. Nonetheless, based on the findings of the 2020 CAB Survey and other discussions on this issue, CAB supports increasing AB 109 investments in community-based mental health clinicians. Consistent with the ideas of justice reinvestment, CAB recommends the Partnership incentivize local law enforcement partners to redirect additional resources that would allow the MHET program to add three additional teams. By using additional AB 109 funding for three additional mental health clinicians, the current amount spent on three MHET police officers could then be spread to six local jurisdictions. While cities would be asked to pay a higher portion of the costs for their officer participating in MHET, the expectation is that the substantial benefits additional crisis management resources would provide to each agency would be sufficient encouragement for

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<sup>8</sup> CAB Operating Guidelines, adopted 3/14/19 and accessible at: <https://www.contracosta.ca.gov/DocumentCenter/View/59610/CAB---Operating-Guidelines-March-2019--FINAL>.

them to reinvest a portion of their law enforcement budgets into this proven, and desired, public safety strategy.

## The Office of Reentry and Justice

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### RECOMMENDATION #5:

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***The county should immediately invest the resources necessary to add additional support staff to effectively complement and advance the important work of the ORJ Research and Evaluation Manager.***

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When CAB first recommended the creation of the ORJ as a three year pilot project, it noted that doing so would provide the county with the expertise required to “undertake the day-to-day efforts of cross-sector, inter-agency program development, coordination, implementation, evaluation, and modification.”<sup>9</sup> CAB noted that among the primary responsibilities of the ORJ would be “advancing knowledge on relevant issues, research, and best practices ... [and] ... managing data and evaluation of AB109-funded services.”<sup>10</sup> The importance of these functions is greater than this isolated statement suggests. Understanding what is known to work and whether what we are doing is working as expected is at the heart of the county’s ability to make smart public safety investments. It is CAB’s view that expecting a single ORJ staff member to successfully take on such a herculean task is as unreasonable as it is unrealistic. So long as this underinvestment continues there exists limited ability for the county to just collect and manage, let alone understand, data and information from a cross-sector collaboration of over 20 interconnected agencies, programs, and organizations. Given this CAB recommends this deficit be given immediate and urgent attention.

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### RECOMMENDATION #6:

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***Immediately direct the ORJ to provide CCP with a report at its first meeting following the conclusion of each fiscal year detailing each AB 109 funded agency’s strict compliance with periodic reporting requirements, and establish a policy that prevents recommending new or continued funding of agencies with outstanding periodic reports or that have not shown a good faith compliance with the reporting requirements.***

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As CAB has continued to work closely with the ORJ it has become more aware of the various challenges the agency has been confronted with in trying to get access to data and information from the various AB 109 funded agencies. The aforementioned lackluster response from public agencies to the 2020 CAB Survey is an example of the challenges faced and the stark contrast on this issue between public and

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<sup>9</sup> Item 7 CCP 5/6/16 agenda packet, retrieved on 10/20/20 from:

<https://www.contracosta.ca.gov/DocumentCenter/View/40869/May-2016-CCP-Agenda-Packet>.

<sup>10</sup> Ibid.

community-based partners. Indeed, CAB has become aware through its representative on the CCP Quality Assurance Committee (QAC) that the ORJ's ability to comply with the CCP's request that it produce a timely and robust AB 109 Annual Report has been hampered by the failure of a number of agencies, most of them from the public sector, to submit timely periodic reports to the ORJ. What was shared during QAC was that after the ORJ reduced the number of reports agencies would have to submit throughout the year from 4 to 2 to ease the burden of reporting, it was told by the Superior Court that they would not be submitting any data reports for the year citing the lack of available staff time. Worth noting is that after multiple requests the District Attorney's office has also not provided data for the fiscal year 2019-2020.

It is CAB's position that this stark double standard does little to advance the goal of shared accountability, fails to provide the necessary transparency that is germane to the use of public funds for a shared public good like "safety," and ultimately thwarts the CCP's (and more importantly public's) ability to ascertain the comparative value of various investments being made. Furthermore, it is CAB's understanding that on more than one occasion reimbursements to community-based organizations have been withheld by the county for the failure to submit a timely data report as required by the CCP policy that approved unanimously<sup>11</sup> and applies equally to both community-based organizations and public departments alike.<sup>12</sup> Because the ORJ receives the required reporting from AB 109 funded agencies, but doesn't necessarily process all requests for reimbursement the CCP must immediately take on Recommendation #6 from CAB to reaffirm periodic reporting as a requirement of partners receiving funding through AB 109, assert the value of data and evidence in the funding process, and reestablish parity as the enforced norm among the partners. Recommendation seven looks to address the reality that there has been no comprehensive evaluation of the programs or services funded through AB 109 since 2016 when Resource Development Associates provided a report on the performance of AB 109 funded departments.<sup>13</sup>

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*RECOMMENDATION #7:*

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***Direct the ORJ to facilitate a comprehensive evaluation of the programs and services paid for through AB 109 for any evidence of their effectiveness, their impact on key performance indicators of the criminal justice system and provide adequate resources for the completion of this effort.***

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To be clear, by stating that ORJ should facilitate this effort CAB is attempting to be sensitive to the herculean effort this would be for ORJ with its current staff. It is likely that a large proportion of this work would need to be outsourced given the number of programs and partners that are funded.

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<sup>11</sup> See Record of Action for the 11/6/15 CCP Meeting in the 12/4/15 CCP agenda packet, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/DocumentCenter/View/38967/December-2015-CCP-Agenda-Packet-Final>.

<sup>12</sup> Item 6 of the CCP 11/6/15 agenda packet, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/DocumentCenter/View/38543/November-2015-CCP-Agenda-Final-11-2-15>, stating "future expenditure reimbursements to community based organizations and departments be approved only if monthly quantitative metrics are submitted ... to ensure that all parties receiving CCP funding are complying with requirements to submit data in a timely manner for use in policy and budgetary decisions by the CCP."

<sup>13</sup> Item 4 of the CCP 1/22/16 agenda packet, retrieved on 10/20/20 from: <https://www.contracosta.ca.gov/DocumentCenter/View/39638/January-2016-CCP-Agenda-Packet>.

Previously when such an inquiry was done, it was over two years with one year dedicated to public agencies and the second dedicated to community-based programs. A similar approach may also be required now to make this more feasible. It is likely the additional resources required to do this type of review will likely be several hundred thousand dollars. Without such an investment, however, it will continue to be difficult to determine the value of the multiple hundreds of millions of dollars already spent by the County under AB 109.

## Housing for the County's Returning Residents

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### *RECOMMENDATION #8:*

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***Provide the Office of Reentry and Justice direction to work with H3 and CAB to assess housing options that are currently funded through AB 109, and see if any recommendations exist to create more flexibility in the use of housing funding, and variety in the housing options that are offered, so that the housing services provided better align with the range of circumstances and characteristics of the county's reentry population.***

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The challenges brought about in 2020 served to highlight the concerns with using sober living environments (SLE) as the primary source of housing for the reentry population. With this population more likely to be in essential worker jobs and unable to work from home, this heightened risk for COVID-19 exposure is only further exacerbated by a congregate living situation with multiple similarly situated individuals sharing a room. When this reality is combined with the fact that an SLE is often not ideal for individuals who are not in SUD recovery, that suffer from co-occurring disorders, or whom suffer from some chronic health conditions CAB's continued call for more flexibility in available AB 109 housing funding is at least reasonable. Furthermore, most other housing resources in the community require individuals to actually be homeless or facing some other imminent housing crisis. More flexible funding would provide people with the support needed at the first hint of housing instability to prevent them from nearing the point of crisis to better preserve permanent housing that is already in their possession. Since the goal of the AB 109 housing programs should be to get people into permanent housing, the CCP should look to understand how well a program designed around the provision of six months of housing actually achieves this objective. The anecdotal information CAB members have seems to suggest that six months of housing for system impacted people leads to episodic events of homelessness more times than not. The recommendation that follows is imperative if the CCP wants to understand the housing needs of the reentry population, and the potential types of housing that will be most responsive to these needs and this specific population.

## The Budget Request and Recommendation Process

As CAB has continued to work with the CCP over the past several years, while the progress has been great there are still a few places where further improvements can be made. When the county published its midyear expenditures report in June of this year,<sup>14</sup> CAB's Policy and Budget Committee discussed the content of this report and made several observations that led to the following three recommendations.

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<sup>14</sup> Item 4 of the CCP 6/5/20 agenda packet, retrieved on 10/20/20 from:  
<https://www.contracosta.ca.gov/DocumentCenter/View/67254/June-6-CCP-Agenda>.

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*RECOMMENDATION #9:*

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***Establish a policy directing AB 109 funded agencies to submit budget requests with line-item descriptions that clearly explain all expenses intended and ensures that each contract or expense passing through to another agency is listed on its own line in the request.***

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*RECOMMENDATION #10:*

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***Establish a policy directing AB 109 funded agencies to use the same line-item descriptions from its approved budget request documents when reporting any expenses made on those items – even where this would result in reporting when no spending has occurred for a particular item.***

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*RECOMMENDATION #11:*

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***Establish a policy directing AB 109 funded agencies to explain any significant under/overspending on any line items.***

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Despite the use of a standardized reporting template, agencies were not consistent in how this template was used. Some agencies ensured that the description of line item being reported matched identically with its approved budget request, others collapsed multiple line items of their approved budget request into a single line item on their financial report with a categorical description, still others basically only reported on two subtotals with one for total staffing costs and a second for the total cost of operations. This variation not only made the financial reports for some more difficult to decipher than others, but also resulted in the agencies submitting their finances to differing levels of transparency. This review also illuminated the problem created by approving a budget request that uses a broad categorical line item like “Program Services” that is a collection of four or more independent expense types. The problem here is that even where the financial report identically matches the budget request document, the goal of transparency is hindered since what is reported provides limited insight into how the amount spent is related to what was ultimately purchased. Given this, CAB’s final two recommendations seek to make the budget request and expense reporting processes more uniform, transparent, and representative of the money’s uses.

## Conclusion

CAB believes that best way to keep people in the community is to invest in people in the community. This means prioritize community-based solutions to problems a particular community is faced with. Because the CCP is focused on shared objectives and the use of a shared funding source, it must remain committed to promoting transparency through shared accountability. In this way not only is all the



information on the table for everyone to learn and benefit from, but there is also parity in the expectations of both public agencies and community-based organizations. Trying new practices and making changes to the way things are done is attempted in the hopes of improving outcomes. While having good intentions are great, evidence of achieving these intentions (or not) is even better. Understanding what works should drive the decision-making process. With the eleven recommendations presented in this memorandum, CAB hopes to enhance what is produced by the collective efforts of the Partnership and the process leading there. We value the progress the CCP has made on past CAB recommendations to date and encourage it to seize the moment for further advancements by fully adopting each of the recommendations included here.

**CAB FY 2021-22 Policy & Budget Recommendations - Analysis**

Rec #	Description	Staff Recommendation (as approved by the Public Protection Committee on 2/22/21)
1	Direct QAC to work with CAB to issue a joint annual survey each June to all public and private agencies receiving AB 109 funding, with the goal of reporting the survey's results (including agency participation) to the CCP on or around September, and the understanding that the CCP will consider an agency's failure to participate in this process when making its budget recommendations each December.	<b>Agendize CCP discussion</b> - The CCP should consider agendizing discussion around the survey that was submitted to public entities and community-based partners to determine the recurrence and establish buy-in from all stakeholders for completion of the survey. Discussion should include any concerns that stakeholders may have around the details of the survey questions to ensure that information received will best assist the CCP in identifying future funding priorities.
2	To address the affordable housing needs of the justice involved population, establish regularly reviewed metrics related to obtaining and maintaining permanent housing and allow this metric to drive future levels of AB 109 investments into housing resources.	<b>Agendize CCP discussion</b> - ORJ (including community programs) and H3 have housing data that could be used to establish metrics that can be updated regularly, based on CCP determination. CCP should agendize this discussion to give direction as needed.
3	The CCP should encourage the Probation Department to establish a Pandemic Emergency Fund to address the emergent needs of returning residents that are related to transportation, PPE, improving access to the technology required to engage in virtual service provision, or responding to other CCP approved needs, and this fund should be created by matching up to \$100,000 dollar for dollar with some other funding source and include the requirement that Probation provide the CCP with a report each year on the sources and uses of Pandemic Emergency Fund money with a general description of the benefits this fund provided.	<b>No further action needed</b> - The Probation Department has mechanisms in place to assist clients with housing, transportation and technology-related needs. Deputies can issue clients gift cards for groceries. In addition, Probation has ample supplies and can issue PPE as requested/needed. As such, creating such a fund is unnecessary. Consideration should also be made in regards to the purpose of funds beyond the current pandemic situation.
4	The CCP should explore using the current amount allocated to law enforcement for MHET so that up to three additional cities in the County receive partial funding from this allocation for MHET police officers with additional funding provided to the Health Services Department for three new MHET clinicians to support the expansion of MHET to six teams in the County.	<b>Agendize CCP discussion</b> - Given the impact that the pandemic has had on city budgets, it would be a challenge to ask for our partner cities to pay for a higher portion of costs for their officers at this time. It would be helpful to have the MHET response data from Antioch, Richmond and Walnut Creek in order to evaluate utilization and effectiveness to better gauge future needs. The need for data around this recommendation ties into #6 below.
5	The county should immediately invest the resources necessary to add additional support staff to effectively complement and advance the important work of the ORJ Research and Evaluation Manager.	<b>In progress by Probation</b> - Probation is currently in the process of establishing and hiring a new Planner/Evaluator position in the ORJ by the end of FY 2020-21 to assist staff with the workload.

6	Immediately direct the ORJ to provide CCP with a report at its first meeting following the conclusion of each fiscal year detailing each AB 109 funded agency's strict compliance with periodic reporting requirements, and establish a policy that prevents recommending new or continued funding of agencies with outstanding periodic reports or that have not shown a good faith compliance with the reporting requirements.	<b>Agendize CCP discussion</b> - CCP should agendize a discussion around data needs. While it would be challenging for ORJ to police reporting compliance, understanding the data issues/needs would help to understand the reporting challenges for all stakeholders. This ties into feedback regarding recommendation #4 above.
7	Direct the ORJ to facilitate a comprehensive evaluation of the programs and services paid for through AB 109 for any evidence of their effectiveness, their impact on key performance indicators of the criminal justice system and provide adequate resources for the completion of this effort.	<b>Agendize CCP discussion</b> - Current staffing challenges in ORJ would prevent this from being done internally, however, the CCP should consider if contracting an outside consultant for this recommendation is fiscally feasible. This ties into previous responses around discussing data needs as the CCP.
8	Provide the Office of Reentry and Justice direction to work with H3 and CAB to assess housing options that are currently funded through AB 109, and see if any recommendations exist to create more flexibility in the use of housing funding, and variety in the housing options that are offered, so that the housing services provided better align with the range of circumstances and characteristics of the county's reentry population.	<b>Agendize CCP discussion</b> - The funding isn't very flexible in that all AB 109 housing are in contained programs and the type of housing the providers use are fairly static. A housing assessment would best be performed in collaboration with H3 and ORJ could assist by framing the types of housing potentially needed based on reentry population data. CCP should agendize this discussion to give direction as needed.
9	Establish a policy directing AB 109 funded agencies to submit budget requests with line-item descriptions that clearly explain all expenses intended and ensures that each contract or expense passing through to another agency is listed on its own line in the request.	<b>Agendize CCP discussion</b> - CCP should discuss if practical steps could be made to address CAB's recommendation.
10	Establish a policy directing AB 109 funded agencies to use the same line-item descriptions from its approved budget request documents when reporting any expenses made on those items – even where this would result in reporting when no spending has occurred for a particular item.	<b>Agendize CCP discussion</b> - Similar to the response to recommendation #9, CCP should discuss if practical steps could be made to address CAB's recommendation.
11	Establish a policy directing AB 109 funded agencies to explain any significant under/overspending on any line items.	<b>Agendize CCP discussion</b> - Similar to the response to recommendation #9 and #10, CCP should discuss if practical steps could be made to address CAB's recommendation.

**County of Contra Costa**  
**OFFICE OF THE COUNTY ADMINISTRATOR**  
**MEMORANDUM**

**COMMUNITY CORRECTIONS PARTNERSHIP**

**5.**

**Meeting Date:** 04/23/2021  
**SUBJECT:** 2021 CCP Schedule and Workplan  
**FROM:** Monica Nino, County Administrator  
**DEPARTMENT:** County Administrator

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**RECOMMENDATION:**

1. APPROVE the proposed 2021 Community Corrections Partnership meeting schedule and workplan;
2. PROVIDE direction to staff as appropriate.

**BACKGROUND:**

Per the bylaws governing the Community Corrections Partnership (CCP) and the CCP-Executive Committee (EC), regular meetings of the CCP and the CCP-EC shall be held at least quarterly based on a schedule adopted by the Partnership and that schedule may be changed or augmented as needed.

The CCP and CCP-EC has traditionally met every third month (quarterly) on the first Friday, with an additional meeting in November for the Budget Workshop.

**DISCUSSION:**

Attached for the CCP's review is the proposed meeting schedule and the proposed work plan for calendar year 2021 (Attachment A).

**FISCAL IMPACT (if any):**

No fiscal impact.

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**Attachments**

Attachment A - 2021 CCP Schedule

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## 2021 Community Corrections Partnership Schedule and Workplan

Meetings will be held virtually on the 1st Friday of the month at 10:30 am – 12:00 pm unless otherwise noted.

Meeting Date	Agenda Items
March 5, 2021 CANCELED	
April 23, 2021	<ul style="list-style-type: none"> <li>▪ PPC recommendations re: CAB Policy Brief</li> <li>▪ CCP schedule</li> <li>▪ CCP bylaws update</li> <li>▪ CAB Appointment recommendations as needed</li> </ul>
June 4, 2021  CAB Policy Brief Recommendations: #1, #2, #4, #6, #7, and #8	<ul style="list-style-type: none"> <li>▪ CCP Budget financial update Q3</li> <li>▪ Discussion annual survey (CAB policy brief item)</li> <li>▪ Data needs/resources for data evaluation (CAB policy brief item)</li> <li>▪ WCRRC RFP update</li> <li>▪ CAB Appointment recommendations as needed</li> </ul>
September 3, 2021  CAB Policy Brief Recommendations: #9, #10, and #11	<ul style="list-style-type: none"> <li>▪ CCP Budget financial update Q4</li> <li>▪ Discussion on FY 22/23 budget requests (CAB policy brief item)</li> <li>▪ CAB Appointment recommendations as needed</li> </ul>
November 5, 2021	<ul style="list-style-type: none"> <li>▪ CCP Budget Workshop</li> <li>▪ CAB Appointment recommendations as needed</li> </ul>
December 3, 2021	<ul style="list-style-type: none"> <li>▪ CCP Budget Adoption</li> <li>▪ CAB Appointment recommendations as needed</li> </ul>