



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

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

Friday, April 15, 2022
10:30 a.m. to 12:00 p.m.

Join Zoom Meeting:
<https://zoom.us/j/98835390309?pwd=TEovNUNySDA4TElsK1htUUJaSEYvdz09>

Meeting ID: 988 3539 0309
Passcode: 389452

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

Agenda

Members Present: Nicole Green, Azi Carter, Lila Blanchard, Dr. Terrence M. Cole

Staff Present: Monique Tate

Others Present: Jill Ray, Crawford Carpenter

1. Welcome, Introductions & Announcements
 - Convened: 10:32 a.m.
 - Announcements: See below:
 - i. Lila Blanchard: Rubicon Stepping Stone – Fri. April 25th from 9-10 a.m. (virtually) for Concord, Richmond & Antioch locations;
 - ii. Three open positions, see website: <https://rubiconprograms.org/about/careers>
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
 - No Public Comment was received.
3. Approval of the Minutes from the March 18, 2022 CAB Policy & Budget Subcommittee Meeting (Attachment 1; See Pg. 4-8) [VOTE]
 - No Public Comment was received.

- Discussion: See below. See video here for more details: <https://youtu.be/XmsPG1tDDHc>
- Motion: Lila Blanchard
- Second: Dr. Terrence Cole
- Passed unanimously

4. Review and Update Work Plan for 2022 (Attachment 2; See Pg. 9-10) [VOTE]

- Public Comment was received.
- Discussion: See below. See video here for more details: <https://youtu.be/XmsPG1tDDHc>
- Lila Blanchard: Asked if 5 CAB members are a quorum for her note taking process because there were 5 CAB members on the call.
- Monique Tate: Stated quorum for this Subcommittee is (3). As a point of clarification, the CAB Chair Crawford Carpenter was present, but he did not speak. He was observing the meeting only. There was also a clarification about quorum from Lila for the full CAB. Monique stated it is (7) which includes 50% plus one for the full body seats, which is (7). However, CAB has a clause in the Operating Guidelines (Article 5, Meetings and Notice, Section 4, Page 5) that quorum is determined based on the filled seats not including vacancies. Full Body quorum at this time is indeed (5) as Nicole P. mentioned in the Full Body CAB on 4/14/22. Monique sent out clarification via email to the Subcommittee Members the quorum clarification.
- All Members: Discussion on P&B Work Plan deliverables;
- Monique Tate: The members asked for Monique to provide updates within the next few days:
 - i. Budget Template and Instructions from the CAO office for guidance for P&B;
 - ii. Goal 2: Change Timeline from Oct/Nov to July to Oct;
 - iii. Update on quarterly financial reporting process, Monique followed up with an email to clarify programmatic services versus expenditures based on discussion. Per the Work Plan P&B will review expenditures quarterly, but Monique referenced Programmatic quarterly reports. An email was sent to the members the point of clarification and the Work Plan can be adjusted accordingly at the next P&B meeting.
 - iv. Members decided not to vote on the Work Plan due to the updates. Lila asked if the Work Plan can be voted on at the end of the year after changes are made. Monique said she would seek guidance from the ORJ team regarding the voting process of the Work Plan.

5. Standing Agenda Item for RJOB Updates

- No Public Comment was received.
- Discussion: See below. See video here for more details: <https://youtu.be/XmsPG1tDDHc>
- Azi Carter: Provided an update on RJOB Data Subcommittee she attended on 3/24/22 regarding youth and adult data through gathering information in the criminal justice system. Reviewed the Data Reporting Website: <https://www.contracosta.ca.gov/8356/Data-Reporting>

6. Next Steps

- No Public Comment was received.
- Discussion: See below. See video here for more details: <https://youtu.be/XmsPG1tDDHc>

7. Adjourn to next Subcommittee Meeting: May 20, 2022, 10:30 a.m. to 12:00 p.m.

- No Public Comment was received.
- Discussion: See below. See video here for more details: <https://youtu.be/XmsPG1tDDHc>
- Adjourned: 11:56 a.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Friday, April 29, 2022 10:30 a.m.	<u>Public Protection Committee</u> Monday, April 25, 2022 10:30 a.m.	<u>Community Advisory Board</u> Thursday, May 12, 2022 10:00 a.m. to 12:00 p.m.
<u>Outreach & Community Engagement Subcommittee</u> Tuesday, April 19, 2022 10:30 a.m. to 12:30 p.m.	<u>Programs & Services Subcommittee</u> Thursday, April 21, 2022 11:00 a.m. to 12:30 p.m.	<u>Policy & Budget Subcommittee</u> Friday, May 20, 2022 10:30 a.m. to 12:00 p.m.

☺ <i>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.</i>
📁 <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>
✉ <i>Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time.</i>
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:

AB	Assembly Bill	HIPAA	Health Insurance Portability and Accountability Act
ABAG	Association of Bay Area Governments	HIV	Human Immunodeficiency Syndrome
ACA	Assembly Constitutional Amendment	HOV	High Occupancy Vehicle
ADA	Americans with Disabilities Act of 1990	HR	Human Resources
AFSCME	American Federation of State County and Municipal Employees	HUD	United States Department of Housing and Urban Development
AICP	American Institute of Certified Planners	Inc.	Incorporated
AIDS	Acquired Immunodeficiency Syndrome	IOC	Internal Operations Committee
ALUC	Airport Land Use Commission	ISO	Industrial Safety Ordinance
AOD	Alcohol and Other Drugs	JPA	Joint (exercise of) Powers Authority or Agreement
ARRA	American Recovery and Reinvestment Act	Lamorinda	Lafayette-Moraga-Orinda Area
BAAQMD	Bay Area Air Quality Management District	LAFCo	Local Agency Formation Commission
BART	Bay Area Rapid Transit District	LLC	Limited Liability Company
BCDC	Bay Conservation & Development Commission	LLP	Limited Liability Partnership
BGO	Better Government Ordinance	Local 1	Public Employees Union Local 1
BOS	Board of Supervisors	LVN	Licensed Vocational Nurse
CALTRANS	California Department of Transportation	MAC	Municipal Advisory Council
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
CEQA	California Environmental Quality Act	OB-GYN	Obstetrics and Gynecology
CIO	Chief Information Officer	O.D.	Doctor of Optometry
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		

