

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

Thursday, April 9, 2015  
10:00 a.m. to 12:00 p.m.  
Probation Department, Sequoia Room  
50 Douglas Drive, Martinez CA

## Agenda

- 10:00a Introductions, Check-in, & Announcements  
· May CAB Meeting Location
- 10:10 Public Comment
- 10:20 Accept CAB Minutes (2/12 & 3/12) [*VOTE*]  
· Pages 2 & 4
- 10:30 Family Reunification/Mentoring Contracts Review  
· Recommendations to CCP 5/1/15 [*VOTE*]
- 10:50 Updates from CAB Workgroups  
· Health Services  
· Children of Incarcerated Parents  
· Sober Living
- 11:20 Committee Updates  
· Data & Evaluation  
· Quality Assurance
- 11:30 Update 2015 CAB Work Plan
- 12:00n Adjourn

### Next Scheduled Meetings:

CCP Meeting  
Friday, May 1, 2015  
8 a.m. to 10 a.m.  
Probation Dept, Sequoia Room  
50 Douglas Drive, Suite 200  
Martinez, CA 94553

Public Protection Committee  
Monday, April 13, 2015  
1 p.m. to 2:30 p.m.  
County Admin. Bldg., Room 101  
651 Pine Street  
Martinez, CA 94553

Community Advisory Board  
Thursday, May 14, 2015  
10 a.m. to 12 p.m.  
D.A. Office, Community Room  
900 Ward Street  
Martinez, CA 94553

The Community Advisory Board (CAB) will provide reasonable accommodations for persons with disabilities planning to attend CAB meetings. Contact the staff person listed below at least 48 hours before the scheduled meeting to provide enough time to make the accommodation.

Any public records to disclose related to an item on a regular meeting agenda and distributed by staff to a majority of members of the CAB 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 Monday - Friday. Materials may also be available online at <http://www.co.contra-costa.ca.us/index.aspx?nid=3113>

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

For Additional Information Contact: Cindy Nieman, Committee Staff Phone (925) 313-4188 [Cindy.Nieman@prob.cccounty.us](mailto:Cindy.Nieman@prob.cccounty.us)

COMMUNITY ADVISORY BOARD

**Meeting Date:**

04/09/2015

**SUBJECT:**

RECORD OF ACTION – March 12, 2015

**FROM:**

Michele Wells, CAB Secretary

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**RECOMMENDATION:**

APPROVE Record of Action from the March 12, 2015 regular meeting.

**BACKGROUND:**

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

**DISCUSSION:**

Attached for the CAB's consideration is the Record of Action for its March 12, 2015 meeting.

**FISCAL IMPACT (if any):**

No fiscal impact. This item is informational only.

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

**[SPECIAL SESSION]**

Wednesday, February 25, 2015  
8:30 a.m. to 9:30 a.m.  
Probation Department, Sequoia Room  
50 Douglas Drive, Martinez CA

**Agenda**

8:30a Introductions, Check-in, & Announcements

The announcement was made that the strategic planning would begin at the March 12<sup>th</sup> meeting.

8:40 Public Comment

8:50 Resignation of CAB Member Mark Morris

Chair Harlan Grossman announces that the resignation of Mark Morris created a vacancy on the CAB. Under the newly adopted operating guidelines, in order to appoint a new member the body is required to hold a meeting and vote on a suitable candidate. The OG require a 2/3 quorum. Quorum was satisfied. (Note: Talia Rubin called in to make the 9<sup>th</sup> CAB member present.)

8:55 Nomination of Individual to Fill CAB Vacancy *[VOTE]*

The Chair introduced the potential candidate Candace Kuntz, who is a 22-year veteran mental health professional currently serving as Program Manager at a county detention facility. Ms Kuntz spoke to the CAB regarding her passion for reentry and how she has developed this through her work on the West Contra Costa County's Reentry Resource Center as a member of the core design team.

Chair Harlan Grossman nominated Candace Kuntz to fill the vacancy. Secretary Michele Wells seconded the motion.

All in favor, no abstentions.

9:10a Adjourn

Meeting adjourned at 9am.

COMMUNITY ADVISORY BOARD

**Meeting Date:**

04/09/2015

**SUBJECT:**

RECORD OF ACTION – February 25, 2015

**FROM:**

Michele Wells, CAB Secretary

**DEPARTMENT:**

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**RECOMMENDATION:**

APPROVE Record of Action from the February 25, 2015 regular meeting.

**BACKGROUND:**

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

**DISCUSSION:**

Attached for the CAB's consideration is the Record of Action for its February 25, 2015 meeting.

**FISCAL IMPACT (if any):**

No fiscal impact. This item is informational only.

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

Thursday, March 12, 2015  
10:00 a.m. to 12:00 p.m.  
Probation Department, Sequoia Room 50  
Douglas Drive, Martinez CA

## Agenda

- 10:00a Introductions, Check-in, & Announcements
- Meeting called to order 10:03am.
- Announcements were made as follows:
- March 19<sup>th</sup> opening of the Family Justice Center was announced.
- All CAB members were asked to submit a bio and photo for the website or approve the bio as presented at the December RSG meeting.
- March 20<sup>th</sup> – Fair Housing for Formerly Incarcerated persons to be hosted at the East Bay Center for the Performing Arts; please RSVP with CAB member Adam Poe if interested.
- March 16<sup>th</sup> – Quality Assurance Committee (QAC) will meet 3-4:30pm following on their February 9<sup>th</sup> meeting. Items to be discussed/developed: Training & Technical Assistance Workgroup & the Expansion of Services Workgroup (this includes the extension of services to non AB 109 individuals)
- 10:10 Public Comment
- 10:20 Updates
- PPC 3/9/15
- Budget: July-June Calendar Year Budgets submitted to BOS for approval to be reviewed at the April 28<sup>th</sup> meeting
- CCP 3/6/15
- At the last CCP meeting it is reported that questions were raised concerning the composition of the CAB; in particular those individuals whose positions are funded by AB 109 funding were asked to identified.
- The advocacy role of CAB in the county was also discussed briefly.
- A CAB member is requested to participate in the family reunification contract review panel. Tuesday, Wednesday, Thursday for interview. Talia Rubin self-nominated to attend the week of April 13<sup>th</sup>.
- 10:40 CCP Request to Review Mentoring/Family Reunification Contracts (Attachment B)
- Report Back to CCP in May
- CCP requests the input of the CAB on the AB 109 mentoring services contracts of the three funded organizations. (Details in the original agenda from the 3/12 meeting). The CCP requests general input on the \$66,667.00 going to 3 organizations. Questions are: is this the right allocation? Are these the right services? What is needed? Should there be a different allocation of services?

CAB is asked to review reports from CHD, Brighter Beginnings and MWP and provide feedback.

CAB formed an ad-hoc committee. Michele Wells was nominated committee chair; Vernon Williams, co-chair. A sign-up sheet was sent around to interested participants.

10:55

#### BOS Appointment of Roosevelt Terry as CCP CBO Representative

CCP nominated Roosevelt Terry as CBO representative. Mr. Terry was present and offered testimonial pertaining to his relevant background. While incarcerated Terry offered illiterate then-currently incarcerated person's assistance by overseeing conflict resolution, providing educational/vocational training. He is currently Intervention Specialist (John Muir) and he represents the returning citizens and victim's violent crimes communities' respectively.

Those present weighed in on Terry's background and experience. No vote was taken as none was requested. A discussion was had surrounding the nature of nominations for the CBO representative. It was noted that Supervisor Glover selects the CBO rep. The CAB requested Terry's engagement with its work and support of its work to which he was agreeable.

11:10

#### 2015 CAB Work Plan Discussion

In lieu of a four hour strategic planning discussion CAB determined it would set up a Strategic Planning Committee to review the internal operations, planning, timetables and organizing proposed in Attachment A of the March 12<sup>th</sup> agenda. These meetings will be closed sessions where less than 7 CAB members are eligible to participate under Brown Act. Harlan Grossman will coordinate the committee and take the proposed under attachment A to that body. A sign-up sheet was sent around for interested members.

11:40

#### One Stop Implementation Updates

- Networked System of Services

Update from Patrick Mims: 12 no wrong door sites under operation. 6 pending rollout. Mentor Navigators just finished training. Introducing 6 new mentors to the site along with service providers. Currently implementing a database to log all services provided.

- West County Reentry Resource Center

Update from Jennifer Costa and Rebecca Brown. Projected opening date: August 1<sup>st</sup>. Costa requested 15 minutes on April meeting agenda to present visuals on the Center's spatial development.

12:00

#### Adjourn

Meeting adjourned 12:05pm.