

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

February 9<sup>th</sup>, 2017  
10:00 a.m. to 12:00 p.m.

Probation Dept., Sequoia Room  
50 Douglas Drive, Martinez CA

**Agenda**

- 10:00 Introductions and Announcements
- 10:10 Public Comment
- 10:20 CAB Membership Items
  - Filling CAB Member Vacancies - Discussion [VOTE]
- 10:30 Approval of CAB Minutes for January 19th (Attachment A) [VOTE]
- 10:40 Committee Updates
  - PPC (February 6) (Donte/Patrice)
  - CAB Policy and Budget Work Group (January 25<sup>th</sup>) (Patrice)
- 10:50 CAB Proposal for Allocation of 4% Increase in CAB Budget Allocation (Attachment B) – Discussion and VOTE
- 11:10 Letter to County Auditor Requesting an audit of the AB109 Budget - Discussion and VOTE
- 11:20 CAB Group Planning Session Feb. 3/4 – Update and Follow Up Actions (Jason)
- 11:30 Presentation on "Transforming the Homeless System of Care (Attachment C)  
*Presented By: Jaime Jenett, MPH, Continuum of Care Planning and Policy Manager Health, Housing and Homeless Division, Contra Costa Health Services (CCHS)*
- 12:00 Adjourn

Next Meetings:

CCP Exec Committee

Friday March 10, 2017  
8 a.m.  
Probation Dept, Sequoia Room  
50 Douglas Drive, Suite 200  
Martinez, CA 94553

Public Protection Committee

Monday, March 6, 2017  
10:30am  
County Admin. Bldg., Room 101  
651 Pine Street  
Martinez, CA 94553

Community Advisory Board

Thursday, March 9, 2017  
10 a.m. to 12 p.m.  
Probation Dept, Sequoia Room  
50 Douglas Drive, Suite 200  
Martinez, CA 94553

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

Any disclosable public records related to an item on a regular meeting agenda and distributed by staff to a majority of members of the CCP Executive Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 201, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available on line at

<http://www.co.contra-costa.ca.us/index.aspx?nid=3113>

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

For Additional Information Contact: Donte Blue, Committee Staff Phone (925) 313-4158 [Donte.Blue@prob.cccounty.us](mailto:Donte.Blue@prob.cccounty.us)

**ATTACHMENT A**  
**MINUTES OF JANUARY 19, 2017 CAB MEETING**

CAB

January 19, 2017, 10 AM-Noon

CAB members: Stephanie, Angelene, Talia Ruben, Jason Schwarz, Adam Poe, Patrice Guillory, Martine Blake, Chrystal Ellis, Harry Thurston, Mike Davila, – quorum is established

Donté, Rachelle Buckner, Ed Randle, Paul Taylor, Chrystine Robbins, Ed Diokno, Barbara Proctor, Jill Ray, Ellen McDonnell arrives at 10:53 AM

- 1) Stephanie chairs, calls to order at 10:06 AM
- 2) Introductions
- 3) Announcements:
  - a) Chrystine: Construction is under way a new Visiting Center at West County Detention Facility, and it takes a little longer to check in right now. Construction is expected to last February 1-June 30, 2017
  - b) Rebecca announces Prop 47 grant development process and invites people to come to her with questions; invitation for CAB to continue to participate; request for invitations for people with Criminal Justice experience.
  - c) Donté: East Bay Times reported on the CAB's budget and policy recommendations and that people are paying attention to the CAB's work.
  - d) Adam: Bay Legal is putting together an event for Traffic Amnesty on 3/7/17 at Reentry Center and a Clean Slate Event on 4/8 – there's a pre-screening event on 3/18 in Pittsburg, including for applications for traffic cases; for questions, email Adam or Ann Surapruik. Amnesty ends 3/31/17. When outreach materials are ready, they can be uploaded to the CAB calendar. Ellen will be presenting on this at 1/31/17 RSG.
- 4) Public comment
  - a) Jill comments on Stepping Up initiative event now underway in Sacramento; it's being streamed and can be watched online or after the fact. The local team is Sheriff, Detention Mental Health, Behavioral Health, County Supervisor and Probation.
- 5) CAB membership
  - a) Introductions for new CAB members
    - i) Martine Blake works for Contra Costa Interfaith Housing, student at USC majoring in public administration
    - ii) Mike Davila works for HealthRIGH360, Admissions Director in SF overseeing 320 residential beds
    - iii) Chrystal Ellis works at Rubicon, was Program Manager and is now HR Manager
    - iv) Harry Thurston is an Antioch resident, Chair of APD Crime Prevention
    - v) Missing member: Chelsea Brown, works for Goodwill; Donte says that all new CAB members received the agenda, and Jason has also reached out to all of them after the election.
      - New Officers should reach out to her to follow up.
  - b) Officers
    - i) Stephanie is terming out from the CAB she steps down from here role as member and Officer. She thanks the group and expresses her appreciation; Talia presents a Certificate of Appreciation from the outgoing and new CAB members. Donté mentions that she's the only one from her cohort who has stayed through all three years.

- ii) Item on Officers: Since Stephanie is outgoing Chair, Angelene as Vice Chair serves as Acting Chair for this item. Donté reviews the guidelines for process of electing Officers, and outlines the question that the CAB has been wrestling with, regarding whether outgoing members or incoming members should elect the Officers; answer hasn't been resolved, and expects CAB will want to take up this procedural issue in subsequent meetings. New members are also welcome to nominate or self-nominate.
- For Chair: Angelene nominates Jason; Jason is willing to accept the nomination.
    - (a) Angelene calls for comment: Jason appreciates the nomination and would take the position seriously and with commitment.
    - (b) Stephanie, speaking as a member of the general public, endorses this nomination, says Jason has stepped up a lot.
    - (c) Angelene says that she concurs; she began speaking to him about it in November and thinks he would be a good Chair.
      - (i) Roll-call vote, most votes in any round: Jason: Abstain, Thurston, yes; Angelene yes, Ellis yes, Rubin yes, Davila yes, Blake yes, Guillory yes, Poe yes. Eight votes yes, one abstention, no dissension.
      - (ii) Jason recuses himself as Secretary.
  - For Vice Chair: Angelene resigns as Vice Chair; mentions that Vice Chair is lead of Budget and Policy, which is an important and enlightening group
    - (a) Angelene nominates Patrice as Vice Chair.
      - (i) Patrice says that she accepts the nomination.
    - (b) Jason asks if there are other nominations; none offered
    - (c) Jason calls for comment from CAB or public
      - (i) Talia: Thinks she'll bring a lot of skill to this role and feels she has contributed a lot, especially because she's had a lot of roles in the community.
      - (ii) Stephanie: Although Patrice didn't hold an office in 2016, she has contributed a lot, including co-chairing Budget and Policy group; thinks she's a good choice.
    - (d) Jason calls for a vote on Vice Chair:
      - (i) Roll call: Jason: yes, Thurston, yes; Angelene yes, Ellis yes, Rubin yes, Davila yes, Blake yes, Poe yes, Guillory abstain. Eight votes yes, one abstention, no dissension.
      - (ii) Patrice thanks the group and affirms her commitment to building on the CAB's momentum.
  - For Secretary: Angelene nominates Chrystal Ellis, has seen her work, believes that her skills as an administrator are important (detail-oriented, organized). Chrystal accepts the nomination.
    - (a) Donté recaps duties: Gathers info for agenda and puts the agenda together and distributes it; tracks attendance; the CAB and Donté have developed procedures and a shared drive for sharing/coordinating the duties, including timelines for putting together agendas.
    - (b) Jason asks for other nominations, comments.
    - (c) Chrystal says she's excited to be a CAB member and she's happy to support in any way.
  - Jason calls for a vote on Secretary:
    - (a) Roll call: Jason: yes, Thurston, yes; Angelene yes, Ellis abstain, Rubin yes, Davila yes, Blake yes, Poe yes, Guillory yes. Eight votes yes, one abstention, no dissension.

- 6) Calls item on CAB minutes
  - a) Angelene/Patrice to accept
  - b) No discussion by CAB or public
  - c) Vote: All in favor, no abstentions, no nays
- 7) Calls item on Committee Updates
  - a) CCP budget meeting on 1/13/17, Donté reports
    - i) Donté presented CAB slate to CCP on CAB's behalf, mentions that CCP asked about low levels of involvement for East.
    - ii) Donté also reports that RDA's AB109 report was accepted only as a draft, not final.
    - iii) PPC meeting moved to 2/6; CCP recommended budgets will be discussed.
    - iv) PPC accepted the CAB's recommendation for how to allocate \$15K for communications; to be held by the Center and shared with the Network, accomplishing three things;
      - Organize volunteers
      - Public education about Center and Network
      - Quarterly newsletter for distribution at the jail
    - v) CCP approved a 4% increase across the board, which is about \$187,400 for CAB.
      - CAB needs to make the recommendations by 1/30, in time for PPC agenda.
      - CAB needs to make a process for deciding that (CAB Policy Findings and Recommendation), which is the next agenda item.
    - vi) No conversation of the CAB Policy Findings and Recommendations
      - CAB is calling for an audit for use of AB109 funds; Stephanie says CAB needs to find out how to request an audit from the auditor.
      - Jill says that the process would be that CAB could directly request to the auditor, as members of the voting public.
      - CAB needs to develop a process for making this request.
      - CAB would have to notice this as a voting item on the next CAB agenda, as a new and independent action (separate from having approved submission of the Policy document).
      - Budget and Policy Committee: Patrice as Chair of the Committee will call a meeting: Donté will check with CAO to see deadline for submission for CAB's recommendations and will share that answer with the CAB Officers.
        - (a) To develop a letter to the auditor to accompany the CAB's policy analysis
        - (b) Develop talking points on CAB policy analysis
        - (c) Develop recommendations for CAB's increased allotment of AB109 funds
    - vii) Jill says that the CAB report will be in the PPC document.
      - Ed Diokno says that Supervisor Glover is interested in this document and that it can be discussed at the PPC, as an item for consideration and not just via public comment.
        - (a) CAB members who will attend: Talia, Angelene, Patrice. Jason and Adam will try.

viii) Jason motions to delegate authority to budget committee to develop and approve recommendations for the 4% increase in the CAB's AB109 allotment for 17/18 for submission by January 30.

- Talia/Harry M/S, calls for vote, all in favor, no opposed or abstentions
- Policy committee date: Wed 1/25 5:30-7 in Central, with Donté to find and notice location

ix) Jason formally instructs policy committee to develop a letter for the auditor, to be agendized and voted on at the next CAB meeting.

8) Item on Office of Reentry and Justice

- a) Donté has been appointed to the Program Manager position.
- b) They've facilitated the panel review of the Racial Justice Taskforce, with interviews next Tuesday.
- c) Youth Justice Initiative is being transitioned into the ORJ with Rebecca as Transition Manager.
- d) New location for ORJ will be in the next month.
- e) Donté's new email is donte.blue@cao.cccounty.us

9) Item on Planning and Orientation for new/existing CAB:

- a) Scheduled for Fri, Feb 3 Sat, Feb 4, 9 AM-1PM, location Friday TBD, Saturday at RYSE
- b) Talia and Donté will arrange food
- c) Rebecca will organize with Jason
- d) Donte will work with Jason to find location for Friday morning
- e) CAB will send out notice

10) Item on developing recommendations for Innovations Fund

- a) Capacity building and Innovations Fund will be commingled, about \$227K – Donté to confirm amount.
- b) Policy and Budget Committee will develop those recommendations.
- c) Due to the County by end of February, with the exception of the letter to the auditor: Policy committee will address 4% allocation, Innovations Recommendation.

11) Meeting is adjourned at 12:03 PM

- Policy Committee: January 25, 2017 5:30-7 in Central, with Donté to find and notice location
- CAB Orientation sessions: Fri, Feb 3, 2017, Sat, Feb. 4, 9 AM-1PM, location TBD
- PPC meeting: February 6, 2017 at 10:30 AM at 651 Pine Street, Martinez

## ATTACHMENT B

### JAN. 25 POLICY AND BUDGET WORK GROUP MEETING MINUTES

CAB Policy and Budget Committee

January 25, 2017, 5:30-7:00

CAB members: Patrice, Chrystal, Harry, Talia, Candace, Martine Blake:

No quorum, thus committee can continue its work as noticed

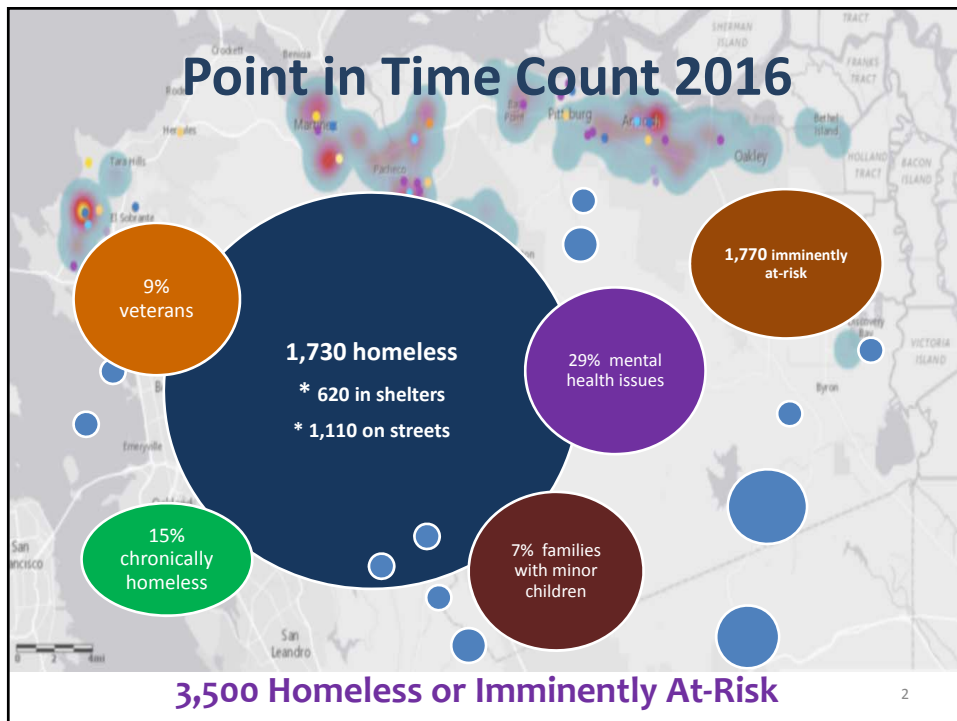
Benisa Berry (CHD), Donté, Rebecca

- 12) Patrice chairing meeting
- 13) Introductions and update:
  - a) Chelsea Brown resigned, from Goodwill, Central representation; too many scheduling conflicts
- 14) Public Comment: None
- 15) Item to develop recommendations for 4% increase for AB109 allocation (\$187,200 for CAB)
  - a) This committee has been authorized by CAP to develop the recommendations on behalf of CAB; Donté says that he hasn't had confirmation from CAO about whether it can be presented at CCP in March instead of February, which would allow full CAB review, but in the meantime, this committee has been authorized.
  - b) Donté reviews the CAB 17/18 original proposal.
  - c) Rebecca points out that those departments that asked for more money got at least 4% and in many cases more (based on what they asked for), whereas departments that asked for status quo received nothing other than 4%.
  - d) Org development for CAB to include strategic initiatives
  - e) Possible allocations for 4%:
    - i) Across the board 4% with stipulation that it go to staffing
    - ii) Across the board 4% without stipulation
    - iii) Allocations to Network and Center, 50/50, with proviso that the Center and Network present their planned of use or with recommendations from CAB (six votes)
    - iv) Across the board 4% except legal and housing because they got raises for 16/17
    - v) Allocations to address recognized, unmet needs (e.g. childcare, reentry women's needs)
    - vi) Capacity-building for CAB
  - f) Motion:
    - i) Pull out \$7,200 for CAB (with ORJ to hold the allocation), with proportionate split of \$180K for Center (\$120K)/Network (\$60K), to be accompanied by a request from CAB that the Network and Center explain their use of funds and justification and present back to CAB: Motion/second Candace/Harry, all in favor with one abstention (Patrice)
    - ii) This recommendation goes to the PPC for 2/6/17.
- 16) With six minutes remaining regarding Innovations Fund item, Donté explains the basic concept and source of Innovations Funds, with a total available of \$240K (from Innovations account and capacity-building)
  - a) Rebecca recommends that CAB consider this in its strategic planning session on 2/3 and 2/4
  - b) CAB would draft recommendations to be taken back to the Quality Assurance Committee (likely in March)

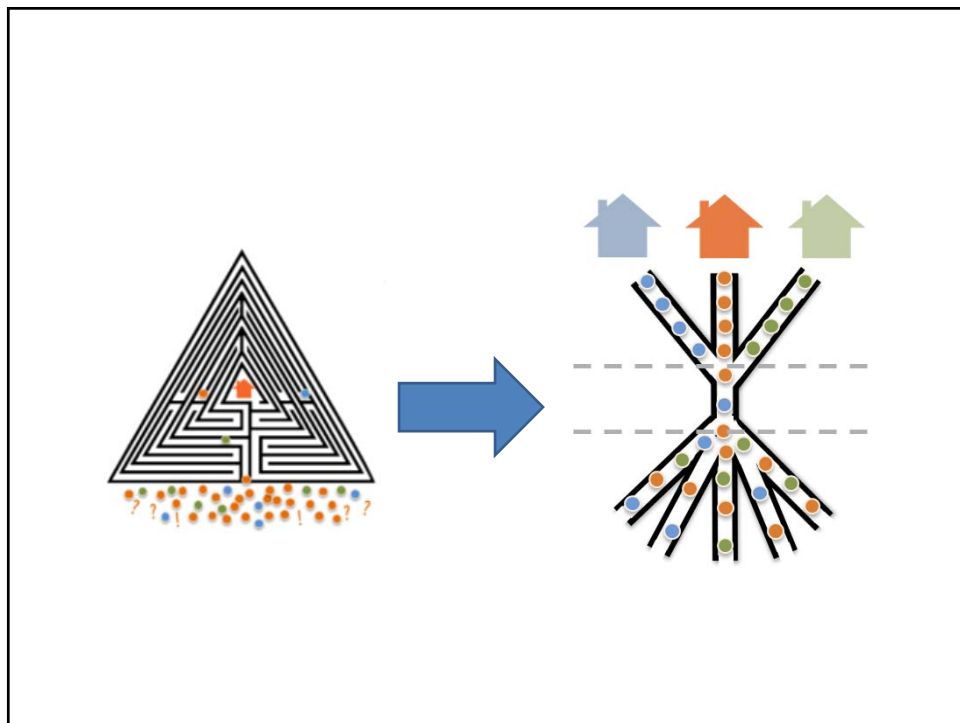
**ATTACHMENT C**  
**FEBRUARY 9, 2017 TRANSFORMING THE HOMELESS SYSTEM OF CARE**

[NEXT PAGE]

# Transforming the Homeless System of Care







## Recipe for Failure

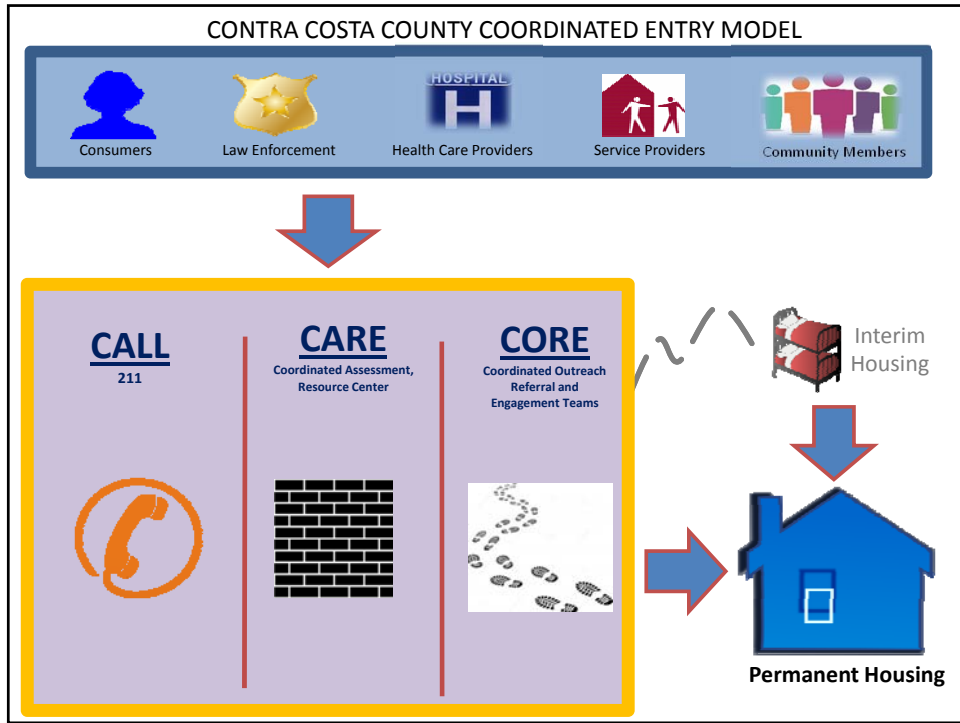
1,110 people living outside every day

500 shelter beds


## Coming Early 2017


THE FOLLOWING **PREVIEW** HAS BEEN APPROVED FOR  
**ALL AUDIENCES**  
BY THE MOTION PICTURE ASSOCIATION OF AMERICA, INC.

[www.filmratings.com](http://www.filmratings.com) [www.mpa.org](http://www.mpa.org)



## Homeless Info Line



What	When	Who
<ul style="list-style-type: none"> <li>Prevention/Diversion screening and triage</li> <li>CARE and CARE-Capable center referrals</li> <li>Referrals to safety net and other social services</li> <li>Housing Security Fund Administration</li> </ul> 	<ul style="list-style-type: none"> <li>24/7</li> </ul>	<ul style="list-style-type: none"> <li>At Risk</li> <li>Literally Homeless</li> </ul>

# CORE Team



(Coordinated Outreach, Referral and Engagement)

What	When	Who
<ul style="list-style-type: none"> <li>• Shelter and Warming Center Placement</li> <li>• In-the-field healthcare services provided by HCH</li> <li>• Benefits eligibility screening and enrollment</li> <li>• Permanent housing prioritization assessment</li> <li>• Linkages to Behavioral Health</li> <li>• VI-SPDAT assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Monday – Saturday, 7 am – 1 am</li> <li>• 3 Teams across County</li> </ul>	<ul style="list-style-type: none"> <li>• Literally Homeless</li> </ul>

# CARE Centers



What	Where/When	Who
<ul style="list-style-type: none"> <li>• VI-SPDAT assessment</li> <li>• Showers</li> <li>• Food</li> <li>• Mail Services</li> <li>• Laundry</li> <li>• Primary and Behavioral Health Services</li> <li>• Benefits enrollment</li> <li>• Housing Navigation</li> <li>• *Warming Center</li> </ul>	<p><b>Monday -Friday 8 am – 5 pm</b></p> <p><u>West County</u> 165 22<sup>nd</sup> Street Richmond</p> <p><u>Central County</u> 1924 Trinity Ave Walnut Creek</p> <p><u>Central County*</u> 2047-A Arnold Industrial Way Concord</p>	<ul style="list-style-type: none"> <li>• Literally Homeless</li> </ul>

## Warming Center Pilot



What	Where/When	Who
<ul style="list-style-type: none"> <li>• Screening and intake</li> <li>• Housing assessment</li> <li>• Food</li> <li>• Showers</li> </ul>	<p><b>Monday -Saturday 7 pm– 7 am</b></p> <p><u>Central County*</u> 2047-A Arnold Industrial Way Concord</p>	<ul style="list-style-type: none"> <li>• Literally Homeless</li> </ul>

## CARE Capable Center



What	Where/When	Who
<ul style="list-style-type: none"> <li>• Referrals to 211 for prevention/diversion</li> <li>• Referrals to CARE Centers</li> <li>• VI-SPDAT assessment</li> </ul>	<p><b>M, W, Th, F 8 am – 5 pm</b></p> <p><b>Tu 8 am – 7 pm</b></p> <p><u>Central County</u> Monument Crisis Center 1990 Market Street Concord</p>	<ul style="list-style-type: none"> <li>• At-Risk</li> <li>• Literally Homeless</li> <li>• Focus on families and seniors</li> </ul>

## HOUSING NAVIGATION



## Summary

- Only 3 entry points
- Assignment based on vulnerability versus first-come-first-serve
- Warming Center
- Housing navigation services beyond just shelters
- Standard policies and protocols across providers
- Coordinated exit from homelessness

## Future Growth

- Expansion of CORE teams (**Scalable to meet each City's need**)
- Additional CARE Centers (East County)
- Enhancement of all CARE Centers with Warming Centers
- Seven day/week operation



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