

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

June 8th, 2017
10:00am to 12:00 p.m.

Probation Department, Sequoia Room
50 Douglas Drive, Suite 200
Martinez, CA 94553

Agenda

- 10:00 Introductions and Announcements
- 10:05 Public Comment
- 10:10 Approve May 11 Meeting Minutes (Attachment 1) [VOTE]
- 10:20 PPC Meeting Update
- 10:30 New CAB Membership Vacancies (Jason) [Discussion and VOTE]
- 10:40 Voting on CAB Sub-Committee Leadership (Jason) [VOTE]
- 10:55 CAB's Recommendations for Use of the Innovations Fund (Attachment 2) (Pat) [Discussion and VOTE]
- 11:15 CAB Committee Meeting Updates including status of work plan implementation (Attachment 3) (Jason, Harry, Pat)
- 11:35 Position/Action, if any, regarding the County accepting the jail project grant funding (Attachment 4) (Harry/Martine) [Discussion and VOTE]
- 12:00 Adjourn

Next Meetings:

CCP Exec Committee

Friday August 4, 2017
8 a.m.
Probation Dept, Sequoia Room
50 Douglas Drive, Suite 200
Martinez, CA 94553

Public Protection Committee

Monday, July 3, 2017
10:30 am.
County Admin. Bldg., Room 101
651 Pine Street
Martinez, CA 94553

Community Advisory Board

Thursday, July 13, 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.

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<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: Donté Blue, Committee Staff Phone (925) 313-4158 Donte.Blue@cao.cccounty.us

ATTACHMENT 1

MINUTES OF MAY 11, 2017 CAB MEETING

Present:

Jason, Patrice, Harry, Allen (late), Adam, Talia, Angelene

Introductions -

Announcements -

Chrystine: one on one visiting module will be complete this summer

Patrice - Reentry Network - 5/18 @ PITTSBURG Youth Development - "Prison Shock" and Reentry conference. It's on calendar

Charles - Fair Chance Event - 5/24 @ Pleasant Hill Community Center

Public Comment - None.

Approve April minutes - No corrections. Harry motions to approve. Patrice second. Adam and Angelene abstain. No "Nos". Approved.

Update on CAB Vacancy (Talia) - Chrystal Ellis left CAB. Dr. Turner recommended. Mike Davila (sp?) also out... (has missed 4 straight meetings). Proposal is to do full recruitment process (instead of "backfill") for vacant positions and also 5 people timing out at same time - bringing in new cohort. Also have to adhere to new CCP timeline. Angelene and Talia will help Harry with recruitment.

Q from Ellen - Have to live or work in CoCo? Yes.

Jill - Made a CAB FAQ for supervisor newsletters. Also have we considered appointing "alternate" seats? (Discussion - Jason & Angelene. Good idea. Look at bylaws.) Could use this room one hour before CAB starts for meeting space/work group meetings.

Establish timeline to approach ORJ re: recommendations for Innovations Fund (Donte) - DB not here and Kevin from ORJ not sure. Talia will reach out to Kevin and Donte offline. Patrice spoke with Pat Mims... he mentioned that he'll be sending out a notice of a meeting next week....

Talia - How do things move through ORJ? What is process? How do we integrate with quarterly CCP meetings? What is the "flow"? Nature of collaboration? Kevin will try to clarify before next CAB meeting. Jason and Patrice will try to meet with ORJ. Patrice understood that we would make recs and ORJ will make proposal. Nic understood that ORJ would look to CAB for recs.

Committee updates - CCP Meeting (Angelene). Donte & Lara presented re: ORJ, projects, contracts, etc.

ORJ talked about pre-trial services pilots throughout state (and beyond?). Models, risk assessments, etc. Legislation mandating pre-trial services. (Ellen - clarified - Bay Area Survey). Pretrial services workgroup reached out. Some AB 109 Ks ... new database (Salesforce). Donte made rec to CCP to carry over 75k to be allocated to Salesforce implementation (came from staffing shortage.). Patrice will submit memo to CAB re: allocation for data purposes. (Meaning move to Salesforce).

(Angelene) Recommendation for Dr. Turner to join CAB. Chief Bilici put a motion to move from monthly to quarterly. Adopted quickly. RB commented that quarterly not sufficient for budget oversight. Need to discuss how CAB will work around this schedule. Jill: Not aware of any other advisory body advising on quarterly basis.

Oversight. Need to discuss how CAB will work around this schedule. Jill: Not aware of any other advisory body advising on quarterly basis.

Question from Nic - CAB has a budget subcommittee...Does CCP? Jill - No. Exec. Committee and Tim Ewell.

Talia: Can reach out to ORJ on effect on our work. (Not necessarily on behalf of CAB.)

Angelene: QAC?

Jill: CAB should first figure out impact on operations. Then discuss with Donte & Lara. (Since Lara puts together QAC.). Jason will reach out.

Talia: What decisions are being made that aren't in this public forum? (Jill - none.)

Not well agendized. (Talia and Jill discuss.)

PPC Meeting cancelled April and May - special meeting cancelled, too. Next PPC meeting 6/5.

Update on RSC Plan for use of 4% funding increase (Nic) -

Refer to PowerPoint.

Question re: Capacity

Chrystine - What is the breakdown of \$ of money spent on participants by other service providers...? Jill - would be nice to provide a larger picture...? Discussion re: services offered through center and how to capture.

Nic will forward PP to Adam for inclusion in minutes.

Dr. Alan Turner arrived and introduced himself. (CAB member.) "GLOM" in Livermore, other projects.

Amendments to Operating Guidelines (Jason, Pat, Patrice, Harry)

Jason led discussion of proposed changes.

No discussion.

Talia moved and Harry second. Unanimous vote to approve.

Jason - didn't agendize committee chairs, will wait until next month.

Patrice will prepare pilot budget to actual report w/ budget committee.

Presentation on CAB Jail Proposal workgroup - Review of Decision Points and Community Input (Harry)

Harry goes through handouts and PP.

Question re: number of high security individuals at MDF, classification method. Harry, Chrystine and Jill. "Score down" in order to transfer to WCDF.

Ellen: Mobility is incredibly limited still at WCDF, to be clear.

Question re: numbers of people detained because they can't afford bail. Chrystine - 30% are sentenced. 60-70% pre trial, which is HIGH. Chrystine: Sherriff is responsible for supervising/detention. Courts assess bail. Ellen explains booking/arraignment/ pre trial role. Small program.

Ellen: Many of her clients at MDF are in their tiny cells 23 hours a day.

Talia: Question re: staffing new programming at WRTH. How is it being paid for? Discussion w/ Alan, Chrystine ... some leveraging. Unclear.

Comment from Nic: In light of individuals coming from prisons into county jails, how to account for increase in numbers? (Talking about parole violations? Or split sentences? Unclear). How will Reentry programs be staffed? Must address going forward.

Comment from Talia: Again - funding for services is not in plan. Discussion w/ Chrystine and Jill.

Question re: "ICE" beds. Discussion w/ Harry and Chrystine ... no additional beds can be leased to ICE. (For 10 years?)

Patrice: Lack of trust.

Ann: Question re: ICE Beds.

Discussion re: whether CAB should develop a recommendation for the Board of Supes to accept or reject SB 844 State Funding, if awarded

ATTACHMENT 2

CAB'S RECOMMENDATIONS FOR USE OF THE INNOVATIONS FUND

SEE NEXT PAGE

COMMUNITY ADVISORY BOARD SUB-COMMITTEE MEETING

Sub Committee	Programs and Services	Date	6/1/17
Chair	Pat Mims	Time	5:30 pm
Recorder	Jason Schwarz	Location	Rubicon, Richmond

Attendance

Pat Mims	Committee Chair	
Jason Schwarz	Committee Member	
Donte Blue	ORJ Deputy Director	

• RECAP

- *Please provide a short recap of the meeting that can be presented at the CAB meeting*

AB 109 calls for an Innovation Local Subaccount drawing from 10% of four existing AB109-related growth special accounts (Trial Court Security, Community Corrections, District Attorney & Public Defender, and Juvenile Justice). Each county, not the state, is responsible for calculating and transferring the 10% of funds received in each growth account to the Local Innovation Subaccount (Government Code, section 30029.07). Contra Costa has \$119k for the next year (forecasted to be lower next year). ORJ is willing to contribute another \$120k for a total of approximately \$239,000

- Possible uses: Contract for Capacity Building of AB 109 providers; evaluation of existing programs and services; evaluation of organizations' performance in general; community needs assessment; best practices conference with participants from outside the County
- The Programs and Services Committee's work plan contemplates CAB performing a general evaluation of current AB 109 programs and services including a survey and site visits / interviews.
- George Mason Univ.'s website includes a methodology for assessing a jurisdiction's program and service gaps and evaluating whether the programs and services are conforming to best practices / evidence based practices / promising practices. This could be done by a contractor and would fill an important need as there has never been a systematic community needs assessment or a formal evaluation of programs and services.
- Capacity building could entail (1) engaging an expert(s) or (2) distributing funds to existing contractors / service providers for capacity building in areas they consider priorities (e.g., attending trainings and conferences). It was discussed that capacity building contractors can be costly and have limited impact for this funding amount.

RECOMMENDATION

- *Please provide any recommendation that the subcommittee has for the larger CAB body as it relates to what was discussed at the CAB meeting*

At the next meeting CAB should discuss what CAB wants to recommend to ORJ regarding use of the funding based on the foregoing options

NEXT STEPS

- *Please provide information about the direction the Subcommittee would like to take*

ACTION REQUESTED OF STANDING COMMITTEE

- *Please list any items to be put on the agenda as a result of the Subcommittees recommendations*
- *Please list any items that could potentially be voting items*
- **Vote about recommendations CAB wants to make to the ORJ as to how to use the Innovation Funds**

UPCOMMING SUBCOMMIITEE MEETING DATES

- **Please be advised that the Chair of the Subcommittee is responsible for ensuring that the Agenda for any upcoming meetings is created and sent to the CAB secretary and the executive body, so that the Agenda can be publish in accordance with Brown ACT guidelines*
- **Please note that a Subcommittee is open to the public and there must be less than a quorum of participating CAB members or the subcommittee would be violating the Brown ACT.*

ATTACHMENT 3

OUTREACH AND COMMUNITY ENGAGEMENT SUB-COMMITTEE

MAY 24, 2017 MEETING NOTES

Sub Committee	Outreach & Community Engagement	Date 5/24/17	
Chair	Harry Thurston	Time 5pm-7pm	
Recorder	Harry Thurston	Location Office of Public Defender, 800 Ferry St., Martinez, Ca	

Attendance

Harry Thurston	Talia Rubin	Angelene Musawwir
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• RECAP

- *Please provide a short recap of the meeting that can be presented at the CAB meeting*
- Determined immediate outreach steps to communities for recruitment of currently open and the end of year vacancies of CAB.
- Develop time line to achieve successful recruitment by end of year of 6 open CAB positions.
- Determined where we could combine the recruitment activities with outreach and community engagement effort.

RECOMMENDATION

- *Please provide any recommendation that the subcommittee has for the larger CAB body as it relates to what was discussed at the CAB meeting*
- Recruitment Time Line; June start process to gather applications, September close application period and determine recommendation of candidate slate to CAB, October CAB votes on recommended candidate slate, November CAB successful candidate slate presented to CCP, PPC and BOS for approvals.
- Recommend the O&CE focus on balancing out the recruitment of the CAB to result in 4 CAB members from each geographic area of CCC (East, Central and West). Thus, need to recruit from East County 1 CAB position, from Central County 2 CAB positions and from West County 4 CAB positions.
- Recommend to combine recruitment task with outreach and community engagement effort.

NEXT STEPS

- *Please provide information about the direction the Subcommittee would like to take*
- Harry
 - Review application form and associated letter – Jason Schwarz
 - Update CAB Website with current application and due dates – Donte Blue
 - Reach out to the Alcohol and Drugs Advisory Board
 - Reach out to the Antioch Homeless support groups
 - Reach out to the Community Advisory Committee for Pittsburg
 - Reach out to the Antioch Sycamore Corridor Committee
- Angelene
 - Locate and update as needed the CAB PowerPoint

- Reach out to CISCO
- Reach out to the Council on Homelessness
- Talia
 - Update the CAB Information Sheet – Jason Schwarz
 - Update as required the CAB talking points document – Jason Schwarz
 - Reach out to Richmond Mayor Butt and council members
 - Reach out to BOS Gioia
 - Reach out to CCC Mental Health Commission
 - Reach out to potential CAB candidates Jason Bell and Julie Davis

ACTION REQUESTED OF STANDIG COMMITTEE

- *Please list any items to be put on the agenda as a result of the Subcommittees recommendations*
- *Please list any items that could potentially be voting items*

UPCOMMING SUBCOMMIITEE MEETING DATES

- **Please be advised that the Chair of the Subcommittee is responsible for ensuring that the Agenda for any upcoming meetings is created and sent to the CAB secretary and the executive body, so that the Agenda can be publish in accordance with Brown ACT guidelines*
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CAB Outreach and Community Engagement Committee – 2017 Work Plan

2017 Objective(s): Membership Cultivation/Community Outreach

Task	Outcomes Goals	Timeline	Responsible Persons / Resources
Membership Cultivation	Task 1 – Advise CAB of the current expertise of current members and what voids will be created when vacancies occur when members time out. This will allow for any targeted expertise during recruitment if needed.	May	Committee members
	Task 2 - To have the Application listed on the BOS website and other county websites to recruit for the upcoming vacancies than in past years	July - September 2017 August	Assigned Committee members
	Task 3 – OCEC identifies county/CBOs and cities to inform of recruitment efforts to fill upcoming vacancies	July – September	Assigned Committee members
	Task 4 – OCEC will work with ORJ in reviewing the CAB applications and follow the bylaws creating the application pool	September – October (?)	
Community Outreach	Task 1 – By the May meeting identify other Boards/Commission that directly affect the re-entry population and request that CAB members attend meetings, identifying themselves as CAB members and be prepared to express what the CAB is, what board the CAB advises and what type of work the CAB is doing in relation to the reentry population	May CAB meeting	Harry and Angelene will research/identify boards/commissions and report back to the larger CAB in the May meeting. The CAB members will either commit to going to meetings or advise OCEC committee of more appropriate meetings
	Task 2 – OCEC will work with the larger CAB and identify any other boards/CBOs or community meetings to present CAB. This would affect outreach and community engagement.	September – November 2017	TBA – CAB members that have strong presentation skills

Policy and Budget Work Plan

Goal 1: Create Standard Budget to Actual Budgetary Reporting Process Pilot Program to support the County with increasing the transparency and fiscal management of the use of AB 109 funds.		
Key Action Steps	Timeline	Expected Outcome
<input type="checkbox"/> Develop and submit Budget-Actual Line Item budgeting template to CAB for feedback/approval	May	Development of standard tool to improve County transparency and oversight of the use of AB 109 funds.
<input type="checkbox"/> Schedule a meeting with County Auditor to request audit of FY 16-17 AB 109 budget and seek endorsement of budget to actual reporting template pilot program <input type="checkbox"/> Leverage CAP connections to BOS to endorse use of template <input type="checkbox"/> Meet with Lara DeLaney to endorse and approve use of template to test effectiveness	May/June	Develop political backing to support the purpose of the use of the template and support for change in County oversight and transparency practices on the front end.
<input type="checkbox"/> Submit final Budget-Actual Line Item budgeting template to CAB (if needed) and CCP for final approval	May/June	Adherence to protocol to officially launch pilot program
<input type="checkbox"/> Identify and partner with two compliant county agencies to pilot budget to actual template	July/August	Pilot, evaluate and improve program as needed prior to inform and provide experienced support to potential County adoption of practice.
Goal 2: Host Quarterly or Semi-Annual Budget Reporting Meetings to support the County with increasing the transparency of the use of AB 109 funds and inform CAB budget.		
Key Action Steps	Timeline	Expected Outcome
<input type="checkbox"/> Work with CAB to determine quarterly or semi-annual meeting standard and determine dates and agencies/community based organizations, etc. to participate	June	Improve transparency of the use of AB 109 funds and inform CAB development of FY 18/19 budget
<input type="checkbox"/> Outreach/Invite to agencies/community based organizations to present at Budget Meeting	July/August	
<input type="checkbox"/> Host Quarterly or Semi-Annual Budget Reporting Meetings	August/September Additional Dates TBD	
Goal 3: Develop a Policy Statement or Stance on Racial Justice Criminal Justice Reform		
Key Action Steps	Timeline	Expected Outcome
<input type="checkbox"/> Conduct research focusing on the evaluation of Prop 47 and AB 109 impact on racial disparities throughout the current criminal justice system and present findings to CAB to support policy statement or CAB stance on racial justice issues.	April - May	Identify areas of bias and disparity in the County's criminal justice system to inform the work of CAB and assist CAB with developing a stance on racial justice issues apparent in the County's criminal justice system.
<input type="checkbox"/> Research and identify main points of bias in CoCo County's criminal justice system and evidence based practices to address points of bias and present findings to CAB to support policy statement or CAB stance on racial justice issues.	June - August	
Goal 4: Develop FY 18/19 CAB budget		
Key Action Steps	Timeline	Expected Outcome
<input type="checkbox"/> Develop FY 18/19 budget	Oct/Nov	Develop an informed budget based off of relayed community based organization needs

CAB - Programs and Services Committee – 2017 Work Plan

Initiative	Sub-Tasks / Benchmarks	Timeline	Responsible Persons / Resources
Recommend Use of the Innovations Fund	<ul style="list-style-type: none"> ➤ Engage in research activities that we will then use to develop recommendations for the use of the Innovations Fund: <ol style="list-style-type: none"> 1. Look regionally to what has been done; what were the funds utilized for and how were the expenditures structured. 2. Look at the current identified Evidence Based Practice models; what is here/ what is missing? 3. Develop a proposal for the funds to be used to have a conference in Contra Costa County on Reentry and Justice. 	<ul style="list-style-type: none"> ➤ Research and collect information in April. ➤ Bring proposal to CAB at the May 11, 2017 meeting 	<ul style="list-style-type: none"> ➤ Committee Chair ➤ Committee Vice Chair ➤ General members
Publish Reports on Existing Program and Services	<ul style="list-style-type: none"> ➤ Program and Services quantitative Survey: <ol style="list-style-type: none"> 1. Develop survey 2. We will disseminate to county AB109 funded & those non funded agencies who work with reentry population 3. Analyze 4. Present CAB and with findings/recommendations as related to budget/funds allocations, program success, challenges, etc. ➤ Program and Services Qualitative data collection: <ol style="list-style-type: none"> 1. Site visits to AB109 funded agencies 2. Conduct qualitative interviews with providers 3. Analyze 4. Present CAB and with findings/recommendations as related to budget/funds allocations, program success, challenges, etc. 	<p>Timeline applies to both qualitative and quantitative tasks:</p> <ul style="list-style-type: none"> ➤ May & June 2017 develop the surveys and disseminate/collect data ➤ July analyze and write up report ➤ Present to CAB at the 8/10/17 meeting to ensure timeliness for the budget and policy workgroup to have for their work. 	<ul style="list-style-type: none"> ➤ Committee Chair ➤ Committee Vice Chair ➤ General members
Promote a Comprehensive Needs Assessment	<ul style="list-style-type: none"> ➤ Look at local, regional, national needs assessments for reentry populations/programs. ➤ Develop a budget estimate ➤ Recommendation that Innovations fund will pay for the needs assessment ➤ Write a memo to CCP with the recommendation and have an outreach campaign to support the initiative. 	<p>The aim is to have a memo to the CCP at their December 2017 meeting.</p> <p>NOTE; we think this is a great initiative to carry through to next year and a great onboarding task for new members.</p>	<ul style="list-style-type: none"> ➤ Committee Chair ➤ Committee Vice Chair ➤ General members

ATTACHMENT 4
SB 844 DECISION POINTS FOR CAB
POWERPOINT PRESENTATION
SEE NEXT PAGE