

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

Thursday, March 10, 2016

10:00 a.m. to 12:00 p.m.

RYSE Center  
205 41<sup>st</sup> Street, Richmond CA

**Agenda**

- 10:00        Introductions and Announcements
- 10:10        Public Comment
- 10:20        Approve Minutes from February 11, 2016 *[VOTE]* (ATTACHMENT A, page 2)
- 10:25        Filling CAB Vacancy *[DISCUSSION/VOTE]*
- 10:40        Public Safety Meeting Updates *[DISCUSSION]*
  - Public Protection Committee (2/28)
  - Community Corrections Partnership (3/4)
  - AB 109 RFP Bidders' Conferences (3/7 – 3/9)
- 11:15        CAB Planning *[DISCUSSION]* (ATTACHMENT B, page 7)
  - 2016 Areas of Focus
  - Next steps
- 12:00        Adjourn

Next Meetings:

CCP Exec Committee

Friday, May 6, 2016  
8 a.m. to 10 a.m.  
Probation Dept, Sequoia Room  
50 Douglas Drive, Suite 200  
Martinez, CA 94553

Public Protection Committee

Monday, March 28, 2016  
9 a.m. to 10:30 a.m  
County Admin. Bldg., Room 101  
651 Pine Street  
Martinez, CA 94553

Community Advisory Board

Thursday, April 14, 2014  
10 a.m. to 12 p.m.  
TBD

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: Cindy Nieman, Committee Staff Phone (925) 313-4188 [cindy.nieman@prob.cccounty.us](mailto:cindy.nieman@prob.cccounty.us)

CAB Meeting Minutes  
February 11, 2016, 10 AM

*Members:* Candace Kunz-Tao, Adam Poe, Talia Rubin, Arlinda Timmons-Love, Angelene Musawwir, Stephanie Medley, Pat Mims, Pastor Louis Spicer  
*Absent:* Patrice Guillory, DeVonn Powers

*Non-Members:* Paul Taylor, Kathleen Low, Antwone, Jill Ray, Ellen McDonnell, Lara DeLaney, Charles Brown, Phil Kader, Donté Blue, Crystal (Rubicon), Derrick Evans, two from , Petra Gonzalez, Laura Long, Kathy Narasaki, Eugene Jackson, Phil Arnold, Rhody McCoy, Barbara Proctor (several latecomers arrive and are not named)

- 1) Stephanie calls meeting to order 10:05 AM
- 2) Announcements
  - a) Ellen announces a Clean Slate and Traffic Amnesty program being developed by the Public Defender
  - b) Donté:
    - i) For three of the next four months, this room is not available for CAB meetings; Stephanie says she and Donté can address that off-line.
- 3) Public comment for items not on agenda
  - a) Phil Kader says he appreciates the CAB and encourages it to be judicious; CAB doesn't come back to CCP but goes straight to the PPC for 2/29. Points out that Probation has hired new Supervisor, 2 POs, and a Clerk (this will help support Donté), not from AB109 funds; and asks other agencies to contribute additional funds to support the work.
- 4) Stephanie calls item to review CAB minutes from 1/6/16 meeting
  - a) Corrections
    - i) Jill Ray says 2d, the address is missing the word Danville in the address
  - b) Pat motions, Angelene seconds,
  - c) Stephanie calls the vote:
    - i) All in favor, approved (10-0-0).
- 5) Stephanie calls item on filling the CAB vacancy
  - a) She points out that the CAB had low number of applicants for 2016, and asks all CAB members to participate in a more robust process.
  - b) Donté reports:
    - i) Provides Article 3 of Operating Guidelines regarding how to fill a mid-term vacancy; summarizes process for mid-term selections.
    - ii) Any CAB Member can offer a nomination for consideration, but only CAB members can make a motion to appoint someone.
    - iii) Suggests that CAB develop a process to recruit candidates for vote at the March meeting.
    - iv) Says that he will send out copy of the application to all CAB members, to be completed by any applicants and returned to Stephanie to by March 4 @ 5 PM for consideration at the March 10 CAB meeting.
  - c) Jason asks whether there's a sense of what to look for; Donté suggests somebody from Central or East would be good, but not essential.
  - d) Jill asks whether this is something that the CAB wants Supervisor Andersen's e-blast and perhaps to the other Supervisors. Stephanie says yes.

- i) Donté will provide Jill with a little blurb by 2/12 early in the day
- e) Rebecca asks whether Stephanie wants to form a review committee; Stephanie says OK. Donté says the review sessions are traditionally confidential because people disclose private information in the applications and the current marketing materials say that the information is confidential. Jill says no advisory bodies can have closed sessions; they have to be open, public meetings; and you can't have serial meetings over email. Donté says to send applications to Stephanie, he and she will make a preliminary review for eligibility, and will bring info to CAB meeting on 3/11. The CAB needs 2/3 vote to approve a new member.
- 6) Stephanie calls the item on CAB recommendations:
  - a) She says she is not offering a re-examining the CAB's budget work to date and doesn't expect to add any new budget items for consideration.
  - b) Says she has developed some recommendations and she's going to present them now
    - i) She will make her own motion and will ask for a second; to be followed by discussion before taking a CAB Vote on her recommendations.
  - c) Reviews process to date:
    - i) CAB budget planning meetings began in October and thereafter. These were public meetings with lots of opportunity for participation, including specific budget requests from both Center and the Network, both of which had the opportunity to present on several occasions.
    - ii) At CCP in January, CAB requested \$855K (\$829K plus \$26K in COLA for Center/Network)
    - iii) Reviews the budget document's sources: \$685,964
    - iv) Then outlines her recommendations:
      - (1) Mentions that housing was the highest priority identified by the CAB during the budget development process; only \$500K has been allocated historically.
      - (2) Recommends funding everything except employment, because employment was the highest funded, has other potential funding sources, and lowest identified funding priority of the four services, which were as follows (with highest priority listed first).
        - (a) Housing
        - (b) Center/Network
        - (c) Civil Legal
        - (d) Employment
      - (3) Walks through her recommendations, including employment decrease, housing increase, Center/Network increases and rationale, and civil legal.
    - v) Would fund all of the CAB's priority areas (at the amounts requested in recommendations submitted to the CCP) except employment; with additional \$30k to housing
    - vi) Says that this is the first time in four years that CAB has negotiated an increase
    - vii) Stephanie motions to accept these recommendations as is. Lara asks a clarifying question about the COLA line item. Talia seconds the motion.
      - (1) Stephanie opens for discussion by CAB members:
        - (a) Jason asks why not just allocate proportionally across the priorities.
          - (i) Stephanie responds about the need to build up the housing dollars.

- (ii) Donté mentions that Charles Brown would like see the WDB leverage the existing employment dollars; in addition, Employment and Training can leverage funds related to food stamp recipients, so there are additional opportunities to leverage funds.

(2) Stephanie opens to public for comment:

- (a) Barbara says she'd like CAB to recognize that CHD serves the whole county, the only service that works with family reunification and they also work closely with other funded providers. Says even a small allotment from the CAB makes a big difference to the programs ("like \$7,000") because they have volunteers who need to be trained and monitored. Stephanie reiterates that she is not expecting to add items to the list, which has been developed over multiple months.
- (b) Jill says, "Good job. This couldn't have been easy. I think getting this additional funding is a testament to the CAB's diligence, and I just wanted to say good job."
- (c) Donté says: There are four priority areas, and to be fair it is worth mentioning that mentoring and family reunification have not been recommended, in part because those areas have gotten increased allotments within the existing CAB budget, due to changes in the internal contracts when CCOCOe and Brighter Beginnings dropped out.
  - (i) The Sheriff's Office has also provided additional \$200K for some of those programs.

(3) Stephanie calls the vote;

(a) Donté restates the motion and conducts roll call vote:

- Louis: Yes
- Jason: Yes
- Step: Yes
- Pat: Abstain
- Candace: Yes
- Angelene: Yes
- Adam: Yes
- Talia: Yes
- Arlinda: Yes
- Stephanie: Yes

(b) Motion carries, (9-0-1)

7) Stephanie calls the item on reporting on the CAB annual planning

- a) At Stephanie's request, Rebecca summarizes the 2-day process
- b) Stephanie directs for the formation of an ad hoc action planning work group,
  - i) short-term and fairly intensive process within the next month, probably 3-4 hours, probably in one meeting
  - ii) Stephanie, Talia, Arlinda, Candace, Angelene, Louis (6 CAB Members); Rebecca also volunteers

- iii) In accordance with Jill's direction on subject
    - (1) Would be posted as a work group. No more than 6 CAB members can participate or it would constitute a quorum of the CAB, which means that it would have to be noticed as a full CAB meeting. Additional members can be present but not participate in any way other than to be in the room and observe.
  - iv) Stephanie will follow up with Rebecca to set next steps.
- 8) Calls the item to report on meetings:
- a) CCP meeting of 1/22
    - i) Stephanie reports on the \$25,036 (COLA) and \$160K recommended by CCP
    - ii) Donté also reports that Court also asked for two items to be funded by AB109, but only one was item was recommended for funding by CCP
      - (1) Additional funding to Sheriff, DA, and Public Defender
      - (2) COLA increases for Probation, Pretrial, and Public Defender
  - b) PPC meeting of 2/11
    - i) Stephanie reports on the incremental \$500K recommended by PPC for CAB
    - ii) Court reiterated request for a Veteran's Court, and PPC asked them to come forward with additional information about AB109/Veterans overlap
    - iii) Donté mentions that there was substantial discussion on the reserves, with concern expressed by both Gioia and Andersen about the large unspent reserve;
      - (1) Gioia says it's not reasonable or appropriate.
    - iv) Donté says money (\$110K) was earmarked for Ceasefire, pending plan by Police Chiefs to implement it
    - v) Donté reports that CAO presented on the RFP process and schedule, which will come back to PPC at 2/29 meeting, at which point the final CAB budget recommendations will be imbedded in the RFP.
    - vi) Question of whether \$200K from Sheriff for jail to community would go to RFP, and if so, when?
      - (1) Donté says that the decision has not been made, although it seems they are leaning towards doing so, although timing is unclear.
    - vii) Discussion regarding innovations fund
      - (1) Talia points out that innovative programs are by nature not evidence-based. Jill responds that the direction from PPC is to emphasize the importance of evidence-based practices in general, and "innovations" doesn't mean new – it just means new to CoCo.
      - (2) Explanation that innovations fund is 10% of growth portion of all three pots of local AB109 money. Legislation doesn't require it to be "innovation" – just something that's not what's already being done.
    - viii) Supervisors seemed interested in ensuring new RFP's and services will focus on Evidence Based Practices
      - (1) Rebecca points out that EBP is more than a phrase, and that developing EB programs requires investment that is difficult for nonprofits to fund if the expectation is to operate with a 15% admin cost.

- ix) Antwon talks about Ceasefire and says it's not evidence based; Rebecca corrects.
- c) QAC meeting of 2/11
  - i) Data Dashboards
    - (1) Donté reports that the County dashboards should be operative by mid-March.
    - (2) Candace says she didn't find the dashboards useful. Lara says that dashboards are just graphic representations of numbers.
    - (3) Rebecca offers an alternative point of view about this; suggest that the current dashboards are, indeed, simple bar-chart representations of basic numeric data – an important start, but not to be mistaken for the much larger (and more complex) and valuable task of developing truly analytic dashboards.
  - ii) Rebecca reports on the QAC's conversation about a regional conference; says that her contact at the SF Federal Reserve is interested in that and she and Rebecca will talk next week.
  - iii) Donté also reports on the AB 109 RFP drafting team: Nic, Kathy, Lara, Stephanie, Donté
- 9) Meeting adjourned at 11:43 (
  - a) Carried-over to next meeting:
    - i) Reports and decisions related to CAB standing committees

## THE PURPOSES OF THE CONTRA COSTA COUNTY COMMUNITY ADVISORY BOARD (CAB)

AS DEVELOPED BY THE CAB IN FEBRUARY 2016

1. ADVANCE JUSTICE REINVESTMENT
  - a. Ensure Contra Costa County is working to reinvest its criminal justice resources to support community/corrections programs and evidence-based practices
  - b. Hold CCP and BOS accountable for “justice reinvestment”
2. PROVIDE POLICY AND BUDGET ADVOCACY
  - a. Advance policy recommendations to foster best practices
  - b. Advance policy recommendations to foster restorative practices
  - c. Advance ways to reduce use of incarceration locally
  - d. Foster expansion of services
  - e. Foster compliance and fidelity in program implementation
3. SERVE AS A WATCHDOG/SPOTLIGHT
  - a. Protect/safeguard AB109 revenues and investments
  - b. Serve as a watchdog (e.g. creating scorecard of CCP/AB109 implementation)
  - c. Question/examine/challenge the budgets (both as proposed and as spent/reported)
  - d. Advocate for better research and evaluation than we’re getting
4. PROTECT COMMUNITY INVESTMENTS
  - a. Advocate for increased investment in CBOs
  - b. Protect AB109 investments in the community
  - c. Amplify community needs, interests, desires, goals
5. GATHER/PROVIDE INFORMATION & COMMUNICATION
  - a. Build stronger relationships with the community to educate them on what’s happening with AB109, receive input
  - b. Improve public access to info on AB109 (e.g. easier access to documents)
  - c. Influence decision-makers to increase transparency of AB109 budgets, activities, and data

# CAB Work Planning Meeting: March 2, 2016

CAB's responsibilities are:

|  |                                       |
|--|---------------------------------------|
| To advance Justice Reinvestment                  | To provide budget and policy advocacy |
| To serve as a spotlight for AB109                | To protect community investments      |
| To gather/provide information and communications |                                       |

## 1. 2016/2017 budget cycle

### A. ~~Funding for community-based work~~

#### i) ~~Prep for CAB and QAC meetings of 2/8:~~

~~(a) 2/7: Stephanie to develop messages from planning meeting~~

~~(b) 2/8: CAB members to attend PPC and QAC meetings~~

~~— PPC: Stef, Charles, Rebecca, Donté, Harlan, Angelene, Candace, Nori, Lee-Helena~~

#### ii) ~~CAB meeting 2/11~~

~~(a) Debrief outcomes from PPC and QAC meetings, decide next steps~~

~~— Review AB109 Budgets post-PPC meeting~~

~~— Develop process to recommend allocations of CAB budget~~

~~(b) Develop processes for AB109 budget recommendations and RFP process~~

~~— CAB representative on the review panel~~

~~— CAB input into development of RFPs~~

## 2. Upcoming County funding:

### A. March 1-May 10, 2016

i) AB109 direct-services RFPs: \$1.18m housing, \$2mm employment, \$200K mentoring/family reunification, \$150K civil legal

### B. RFP(s) for Summer/Fall 2016:

i) County Reentry Strategic Plan update

ii) AB109 Operations Plan update

iii) Implementation of RDA's recommendations

iv) Racial justice taskforce facilitation/management

## 3. CAB internal organization:

### A. Membership:

i) Decide how to fill the CAB vacancy

ii) Prepare for CAB recruitment for 2017

### B. Governance:

i) Review/update CAB mission statement

- ii) Review/update CAB operating guidelines (including question of CAB scope, CAB political audience)
- iii) Establish basic internal communications:
  - (a) Create roster of CAB members, CCP members, PPC members, BOS, QAC, DEC
  - (b) Develop methods for institutional history/orienting new members
  - (c) Establish system to provide ready access to CAB documents
- iv) Update internal structures/committees:
  - (a) Review purpose, structure, outcomes of existing committees
  - (b) Identify which external committees require CAB liaisons
  - (c) Identify what committees/structures are necessary for CAB's clarified purposes
  - (d) Address CAB assignments to other bodies (QAC, DEC, CAB rep to RFP review panels, Youth Justice Initiative, Racial Justice Coalition, Reentry Solutions Group, others?)

#### 4. Foundational elements of CAB's work for 2016/2017

- A. Conduct budget analysis
  - i) Examine actual versus budgeted use of funds
  - ii) Examine premises for CAO assumptions about projected AB109 revenues and expenses
  - iii) Examine rationale for unspent AB109 dollars/guidelines for reserves
- B. Conduct research
  - i) Stay informed about what's happening in reentry (be ahead of the curve)
  - ii) Identify and network with similar bodies and groups
  - iii) Meet with other counties to learn about their responses to AB109
- C. Influence local decision-makers
  - i) Organize political power to ensure that CAB recommendations are adopted
  - ii) Build political capital: Cultivate allies or at least a level of respect with CCP and BOS
    - (a) Set up meetings with individual decision-makers
  - iii) Educate the CCP about reentry issues and AB109 recommendations
- D. Develop budget and policy recommendations for Calendar 2016 and/or FY 2017/2018
  - i) Review RDA reports, along with findings from independent financial analysis, and identify key themes, questions, areas for action
  - ii) Develop recommendations regarding direct services implementation
  - iii) Develop recommendations regarding service expansion (e.g. pretrial)
  - iv) Develop recommendations regarding innovations fund
  - v) Develop recommendations regarding nonprofit sector capacity development
- E. Identify resources necessary to accomplish CAB's work for 2016:

- i) What kind of data and information does CAB need?
- ii) What kind of access/involvement does CAB need, and where, and how?
- iii) What kind of internal and external communication capacities and processes does CAB need?
- iv) What kind of budget, infrastructure, or staff resources does the CAB need?
- v) What kind of specialized skills/technical support does CAB need access to?

**5. WHAT'S IN THE WORKS**

- A. Office of Reentry Services (County Reentry Coordinator)
- B. QAC:
  - i) Development of a regional conference?
  - ii) Development of a training schedule?
  - iii) Development of a proposal to increase nonprofit sector capacity (see Alameda's plan)?
- C. Development of an innovations fund?
- D. Examine actual use of funds by County agencies
- E. Moving the needle on justice reinvestment
- F. "Orphan opportunities"
- G. Expanding pretrial services program
- H. Reform of money bail system
- I. Jail to Community Continuum
- J. Racial justice coalition and taskforce
- K. Stepping Up Initiative
- L. Youth Justice Initiative
- M. New housing solutions