

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

May 12, 2016

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 Approve CAB Minutes (Attachment A, p. 2) [VOTE]
- 10:30 Committee Updates
- Public Protection Committee
 - o 2016-17 RFP Grantees
 - Community Corrections Partnership
 - o Office of Reentry and Justice Proposal
- 11:00 CAB Structures
- CAB Ambassadors Program – Visits
 - Standing Committee Status
 - o Updated CAB Committee Reporting Template (Attachment B, p. 10)
- 11:20 Presentation on County Racial Justice Efforts
- Jeff Landau, Contra Costa Racial Justice Coalition
- 12:00 Adjourn

Next Meetings:

CCP Exec Committee

Friday July 1, 2016
8 a.m. to 10 a.m.
Probation Dept, Sequoia Room
50 Douglas Drive, Suite 200
Martinez, CA 94553

Public Protection Committee


Monday, May 23, 2016
1 p.m. to 2:30 p.m.
County Admin. Bldg., Room 101
651 Pine Street
Martinez, CA 94553

Community Advisory Board

Thursday, June 9, 2016
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: Donté Blue, Committee Staff Phone (925) 313-4158 Donte.Blue@prob.cccounty.us

ATTACHMENT A

CAB MEETING MINUTES - APRIL 7, 2016

[SEE NEXT PAGE]

CAB Meeting Minutes

April 14, 2016, 10:00-12:00

Stephanie, Adam, Candace, Talia, Pat, Jason, Angelene (quorum)

Ellen McDonnell, Jill Ray, Ed Diokno, Joe Patarsky, Nick Alexander, Harlan Grossman, Rebecca Brown, Kathy Narasaki, Charles Brown, Derrick Evans, Rachele Buckner (Principal of the Jail Schools for CCCoE)

- 1) Rachele Buckner arrives at 10:12, during Public Comment
 - a) Ellen reports on the Clean Slate day
 - b) Nick Alexander (Nic) (Reentry Success Center) points out that National Reentry Week is the week of April 24, announces the Center event, 4/27, 5:30-7:30
 - c) Kathy (Central/East Reentry Network) says Network is also holding a reentry Week event, April 25, 5-7, at Pittsburg United Methodist Church, not open to broader public, focusing on acknowledging members and returning people
- 2) Stephanie calls item to approve minutes
 - i) Jill points out several areas related to her comments where she wants to make some changes; she will complete the edits with Rebecca offline
 - b) Motion to accept with the corrections, Adam motions, Jason seconds, all in favor, passes
- 3) Stephanie calls item to address Officer vacancy
 - a) DeVonn has resigned, leaving the Vice Chair position vacant.
 - b) Stephanie nominates Angelene as Vice Chair, and briefly summarizes the duties; Angelene accepts nomination; Stephanie asks for any other nominations. None noted.
 - i) Talia motions to appoint Angelene as Vice Chair, Pat seconds, all CAB in favor
 - c) Stephanie points out that now that Angelene has vacated the Secretary position, it needs to be filled. She nominates Jason as Secretary (taking Angelene's place); Jason accepts the nomination.
 - i) Pat motions, Talia seconds, no discussion, all CAB in favor
- 4) Stephanie calls item on absence waiver for Patrice
 - a) This would be her third absence, but she's doing CAB work so Stephanie motions to waive her absence
 - b) Stephanie motions, Pat seconds, all CAB in favor
- 5) Stephanie calls item on CAB planning update
 - a) Ambassadors program:
 - i) Stephanie recaps the issue, including creating a CAB Ambassadors program to build relationships with the CCP and Board of Supervisors; calls attention to page 10 of the packet, to outline the Ambassador assignments, in pairs; assignments were based on

existing relationships, areas of expertise, and geographic location. The chart is the assignment grid; it takes precedence over any assignments listed in the narrative.

- ii) Talia points out that the assignments are part of a leadership development process, with “second year” CABs fostering and supporting development of “first year” CABs, as well as CAB members who can’t generally attend meetings.
 - iii) Adam appreciates the assignments grid; asks why the Archuletas are on the grid. Stephanie says that they have continuing involvement with reentry processes in East county; Talia adds that it was about stakeholders at large; thinks that there could be lots more stakeholders, so this is a starting base, and the Archuletas just happened to get into this round.
 - iv) Joe asks who is the police representative; Stephanie says that it’s the CCP Police representative. Asks whether there will be written reports, and Stephanie says yes, and that the CAB will be discussing reporting methods later in the meeting.
 - v) Angelene says that the CAB reps will introduce themselves as CAB members and ambassadors, reaching out to these stakeholders on behalf of the CAB
- b) Standing Committee Status
- i) Stephanie recaps:
 - The CAB Planning Group doesn’t recommend dismantling Data + Evaluation, but letting it be dormant for now
 - The CAB Planning Group recommends that focus for Programs + Services committee would shift a bit for this year, focusing on how CAB is engaging with community, including outreach prep to find candidates for vacancies in 2017
 - The CAB Planning Group recommends developing a Budget + Policy standing committee
 - ii) Talia points out that these recommendations could shift over time, but these are the structures that the planning group recommends for now.
 - iii) Reporting structures for CAB reports:
 - Stephanie says that she and the Vice Chair will be working on committee structure, but in the meanwhile there’s a template for reporting back from the committees and the Ambassadors program.
 - Rebecca points out that these were intended to foster institutional memory, reporting consistency, and prep for meetings.
- c) Office of Reentry + Justice
- i) Stephanie recaps that this office had been one of the policy recommendations the CAB developed within the budget and policy recommendations provided to CCP, but the CAB Planning Group felt that the CAB needed to develop a more detailed proposal. So that’s how this proposal came about.

- ii) Stephanie briefly summarizes the proposal, including the budget and incremental costs. This would be to further efforts county-wide, and it's consistent with multiple existing documents and efforts, including various plans, the Center, and the Network.
- iii) Stephanie briefly reviews the scope and responsibilities, as a mechanism that would hold expertise and could support multiple stakeholders.
- iv) Jason says that it's very well written and that it captures everything that the project work group (which included him) discussed and recommended.
- v) Joe asks whether this has gone to CAO; Stephanie responds that the next step would be to take it to CCP, then PPC, then to BOS. Talia points out that the CCP may ask CAB to make changes or other work, and that it's important to work with CCP towards this end.
- vi) Jill asks whether the CAB has done research on other counties' structures and budgets, to be provided as background material for the CCP to consider.
- vii) Ed Diokno says it's important to mention County precedents; Rebecca points out that there's a section on precedents in the narrative.
- viii) Talia says that the effort is about streamlining for efficacy and efficiency.
- ix) Nic points out that the LA Reentry Office is part of their health services department, and it's worth having a discussion about where the Office should be located. In LA, the office is reentry and rehabilitation. Nic points out that many of the necessary services are inside behavioral health, and that there should be a discussion about whether it should be housed there.
- x) Adam asks what is the status of any contracts with Donté and RDA; they are on fiscal year calendars.
- xi) Jill points out that the next two RFPs that would be paid for by the evaluation dollars currently held by the CAO are the Racial Justice Taskforce and the AB109 Operations Plan update.
- xii) Talia points out that Alameda has a broad-scope office, not limited to just AB109, and that the CoCo CAB is currently defined as an AB109 Advisory Committee.
- xiii) Rebecca points out that the CCP has a relatively limited scope – it's not the body responsible for all issues of incarceration and reentry.
- xiv) Jason asks whether it's too late to get the request for the Office of R+J into the 16/17 budget; Jill responds that there are provisions that allow for mid-year revisions.
- xv) Adam asks whether there will be a work group meeting to do any more work/research to support the proposal; Stephanie says that she would have to set up a work group.

- xvi) Rebecca reminds people of the Brown Act meeting rules regarding CAB quorums and participation, to correct a rumor that at a CAB work group meeting members of the public were not allowed to speak.
 - xvii) Talia says that it's important for the work group to develop key messages to support outreach through the Ambassadors program: Key messages about the CAB in general and the Office of Reentry + Justice proposal.
 - xviii) Stephanie calls for a vote to submit to the CCP at its May 6, 2016 meeting a proposal for the Office of Reentry + Justice, augmented by some additional research
 - Angelene motions, Jason seconds, no discussion, all CAB in favor. Motion passes.
 - d) Jason asks about the status of the remainder of the action planning items developed in February; Stephanie says that all the activities now under way reflect the priorities of that planning process. Says that the February documents will continue to be the guiding document for CAB work going forward. Jason says the CAB might want to distribute the guiding documents to refresh all of that.
 - e) Stephanie hands out a very brief report on the "pre-release planning" effort under way with RDA by the CCP; there has been one meeting so far, which was a brainstorming session. She's the CAB representative on this planning team, which fulfills CAB's request to have a CAB member participate. Candace, Nic, and Kathy were also there. Next meeting is 4/18 and she will report after that meeting. It's an internal working group and not currently open to the public.
- 6) Stephanie calls for item of presentations by the Reentry Center and the Network
- a) Kathy: Didn't do a PowerPoint on the Network, offers an oral presentation.
 - i) National Reentry Week event April 25.
 - ii) Discusses that volunteer mentors have to do a background check, an interview panel, an orientation, and then they get matched. She does only the interview panel; the field ops do the rest.
 - iii) Says Brighter Beginnings is not going to renew for 16/17.
 - iv) She's working on video interviews of components of the network; have interviewed the police chiefs, the Supes, some of the providers, some probation officers, some mentors, some families, to create a guide/what you need to know.
 - v) She, Lara, Donté and Nic talk once a month to think about system-wide approaches.
 - vi) She's working on a collaboration with Alcohol and Other Drugs Services (AODS), paid for by the Network budget, for a part-time peer advisor primarily working with the housing clients, primarily with outpatient focus.
 - vii) Just completed the housing panel RFP
 - viii) Developing new housing contracts for the Network to begin July 1; will not be with Shelter Inc.

- ix) Says that the field ops are working in the housing, plus they recruit and train mentors, and they build collaborations
- x) Has 13 mentors, 26 NWD sites
- xi) ServicePoint has been a big area of focus, mandatory monthly SP “support group meetings,” supported by Kimberly via HMIS
- xii) “Hopes for the future”:
 - Have 24/7 supervision in the transitional houses
 - The “Rapid Response” approach with Shelter Inc was intended to serve the highest risk populations
 - Looking at adding another position to the Network; the position is still “in development”
 - Always looking for additional providers to partner with
 - Would love to increase pool of mentor/navigators
 - Working with Nic on ways to combine county services countywide to make them more productive.

xiii) Asks how could CAB be more supportive? Could offer referrals to potential partner organizations

b) Questions:

- i) Stephanie: What is the new position? Kathy says she’s not ready to discuss it “since it just changed last night.”
- ii) Stephanie: What do the mentor navigators do and how are they different in the various regions? Kathy says Pat can present on that; Pat says that he can speak only about the Central region, since things differ in the various regions: In Central, the field op receives a contact/info sheet, and then the mentor helps with ongoing activities, and mentors point their notes into an online form. Kathy says that the field ops are responsible for overseeing and supervision. Pat says that in the Central region, he’s created a monthly check-in for the mentor navigators with a JFK intern.
- iii) Stephanie asks whether the same activities are happening in East. Pat is sharing his mentors with Patrice, since she’s new, and she’s carrying it out in her region. Kathy says that Eugene has recruited some of his own as well.
- iv) Joe: Is the role of the navigators going to be explained in the video? Kathy says yes, that they’ve interviewed as a group. Joe points out that the local National Alliance on Mental Illness (NAMI) has an orientation meeting every Wednesday, as to “what is the system,” and this could be included in the videos.
- v) Angelene: Is there any talk about whether the videos can be used pre-release? Kathy says that she’s talking about that with Probation, since they’ll have it on their website. Says that she’ll talk to Chrystine when she comes back to work.

- vi) Ellen: Individuals who are volunteering have to go through a criminal background check; does a criminal justice background exclude them? No, there are criteria around not being in treatment, not on supervision. It's made on a case-by-case basis, since Probation "runs that program."
 - vii) Adam says there should be written standards related to eligibility for mentoring, as a matter of legal concern.
 - viii) Adam also asks about the housing management and structures, operations and administration. Kathy says Shelter Inc. didn't reapply for the new fiscal year, so new housing providers are being considered. Adam says there's the larger housing pot for AB109, and then there's the network – for the network, what are the goals for occupancy, what is relationship and management? Kathy says that there was rapid rehousing in one contract and then medium-length stay for the second contract, both through Shelter Inc. Talia asks how many beds are contracted for, and Kathy asks Derrick Evans (Shelter Inc.), who says it was 35 beds over the fiscal year, and there were zoning issues and the capacity had to be reduced. Derrick says it was six people in a house, for a total of 12. Talia asks "whether the model worked," and Kathy says there wasn't enough time to see how it worked because zoning issues came up. Talia asks about what happens in the new fiscal year, can they roll over money? Kathy says it's all been spent down, and no service expectations were established in the contract. Rebecca asks whether the Network could provide a written report to the CAB, and Kathy says that she has oral conversations with the Chief of Probation, "since the program is run through Probation and I report to him."
- c) Nic's presentation:
- i) Nic presents his PowerPoint presentation outlining the Richmond-based Reentry Success Center's model, work, and partners
 - ii) Upcoming elements:
 - Restorative Justice Circles Pilot Project
 - Digital Literacy with LEAP (computer skills)
 - Life Skills curriculum
 - Enhancing the fabric of the family
 - Salesforce data system
 - Ellen mentions Silicon Valley DeBug
 - Rebecca mentions the Participatory mural project
 - iii) Stephanie asks about geographic locations: Some members are coming from East, some from Central County; generally, the Center isn't doing transitional age youth (TAY) outreach, and few TAY are coming from North or South Richmond.
 - iv) Derrick: How is outreach done? He says Shelter Inc is changing its housing model and wants to be on site. Nic explains that there are multiple partners who come on site

- v) on a weekly basis, and Shelter Inc staff is coming to meet Center members on site; Derrick says Shelter Inc is committed to being on-site weekly now. Nic says that the Center hasn't yet done a lot of outreach because people have been coming through word of mouth, but that the Center is starting to do outreach to some of the key service partners (welfare office, state rehabilitation office). Also, now, when Probation makes referrals to other providers, the Center can see those referrals and can follow up with those providers.
 - vi) Jill asks: What do you think the touchpoint is for the TAY? Nic says pre-release contact, and street outreach via the Lifeskills providers doing outreach. They've also met with Office of Neighborhood Safety.
- 7) Meeting adjourned 11:55 AM

ATTACHMENT B

COMMUNITY ADVISORY BOARD COMMITTEE REPORT TEMPLATE

[SEE NEXT PAGE]

TEMPLATE
COMMUNITY ADVISORY BOARD COMMITTEE REPORT

Standing Committee/ Workgroup		Date	
Chair		Time	
Recorder		Location	

Attendance

RECAP

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

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

NEXT STEPS

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

ACTION REQUESTED

Please list any items to be put on the agenda as a result of the Committee recommendations

Please list any items that could potentially be voting items

UPCOMING COMMITTEE MEETING DATES

**Please be advised that the Chair of the Committee 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 published in accordance with Brown ACT guidelines*

**Please note that a Committee meeting is open to the public and there must be less than a quorum of participating CAB members or the Committee would be violating the Brown ACT.*