

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

Thursday, April 12, 2018

1:00 p.m. to 3:00 p.m.  
651 Pine Street, Room 101  
Martinez, CA 94553

**(Note Change in Time and Location)**

**Agenda**

- 1:00 pm Introductions and Announcements
- 1:10 Public Comment
- 1:20 Approve March Meeting Minutes (Attachment 1)
- 1:30 CAB Committee Officer Appointments – OCEC Committee Chair (Jason) [VOTE]
- 1:40 Committee Updates (PPC, Agenda for Upcoming QAC Meeting)
- 1:50 CAB Approval of FY 2018-19 recommended budget allocations for AB 109 Community Based Programs (Attachment 2) (Donte/ Kevin) [VOTE]
- 2:10 CAB Policy and Budget Committee Update (Patrice)
  - Adopting the CAB Policy Platform (Patrice) [VOTE]
- 2:50 Re-Confirm May CAB Meeting Location in Lafayette, Supervisor Anderson's Office
- 3:00 pm Adjourn

Next Meetings:

CCP Exec Committee

Friday, June 1, 2018  
8 a.m.  
Probation Dept, Sequoia Room  
50 Douglas Drive, Suite 200  
Martinez, CA 94553

Public Protection Committee


Thursday, April 12, 2018  
9:00 a.m.  
County Admin. Bldg., Room 101  
651 Pine Street  
Martinez, CA 94553

Community Advisory Board

Thursday, May 10, 2018  
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: Cindy Nieman, Committee Staff Phone (925) 313-4188 [cindy.nieman@prob.cccounty.us](mailto:cindy.nieman@prob.cccounty.us)

**Attachment 1**  
**March Meeting Minutes**  
**[SEE NEXT PAGE]**

CAB

March 8, 2018

Jason, Patrice, Shannon, Chris, Kaleana, Sue, Rolonda  
Kevin Corrigan, Rebecca, Charles Brown, Jill, Ellen, Chystine, Joe Partansky, Paul Taylor

- 1) Called to order at 10:07 AM
- 2) Introductions
- 3) Announcements:
  - a) WCDF Employment Fair will be 4/18 Noon-3 PM, (not 4/4); please contact the Sheriff's Office if you want to participate.
  - b) Joe: Council on Mentally Ill Offenders has been changed to Council on Criminal Justice and Behavioral Health. Lots of info on relevant issues and newsletter at AHA.org.
  - c) Ellen: Public Defender is working with DA and Antioch PD for a Clean Slate event, probably in May; clients don't have to wait for an event to apply for Clean Slate, but the big event will be in May.
  - d) Patrice and Jason are involved in the County Strategic Planning project; they've had four meetings, may be a fifth; close to having a first draft with goals. CAB will have a chance to review in two weeks; needs to be agendized as a CAB discussion item in April. Either Steering Committee (or RDA?) would be responsible for incorporating the feedback and producing another draft for review. Rebecca suggests that the Steering Committee should review all input and proposed modifications, to ensure that the whole body looks at all the feedback.
  - e) Patrice: All of the CBOs are on one data system, the SAFE, based on salesforce; the system admin will shift over to ORJ in new fiscal year. Nic asked Patrice to invite the CAB to offer suggestions for proposed community-wide outcome measures (in addition to jobs, housing, and post-release connection to services). Jason has had an email exchange with Santa Clara on outcomes; he will share that with Nic. Patrice suggests that the CAB should arrange a presentation on the SAFE/salesforce for the CAB members.
- 4) Public Comment: None
- 5) Meeting Minutes of 2/15/18
  - a) Chris motions/Rolanda seconds, no discussion, unanimous
- 6) Officer Vacancy, Election of CAB Secretary:
  - a) Patrice nominates Kaleana Johnson, she accepts, knowing that she can call on another CAB member to supervise the process if she's not available for a meeting. Motion/Second: Patrice, Rolanda, unanimous (Rolanda abstains).
- 7) CAB 2018 Planning Session Update

- a) Held two half-day planning sessions in February: Day 1 orientation, Day 2 planning. Outcome was to develop a Policy platform; the Policy group met 3/7/18.
    - i) Patrice recaps that meeting and reports that the Work Group anticipates needing two additional meetings before presenting to CAB for review and approval. Next meeting is 3/14 3-5 at 50 Douglas.
    - ii) Rebecca requests that they plan for next year in advance, and that it not be combined with a regular CAB meeting.
    - iii) Chris recaps several themes that arose.
    - iv) Patrice mentions that the Policy work group decided not to piecemeal by making annual policy recommendations, but to set a policy platform that can be deployed over several years.
    - v) Jason suggests that
    - vi) Patrice suggests that the Program and Services Committee could request a presentation from the Center on the data system and primary outcomes
  - b) Rebecca will write report on the retreat for the CAB record.
- 8) CAB Committee Leadership assignments:
- a) Policy and Budget:
    - i) Chair Patrice (by Operating Guidelines), Vice Chair Chris, Members: Ann and Shannon
      - (1) Jason/Shannon for Chris as Vice Chair, unanimous (Chris abstains)
  - b) Outreach and Community Engagement: Harry, Sue, Kaleana
    - i) Harry was Chair last year; they'll keep the position vacant until he's available to respond to nomination (needs to be agendaized for next meeting)
    - ii) Vice Chair: Motion by Patrice/Kaleana to nominate Sue as Vice Chair; unanimous
  - c) Programs and Services: Jason, Rolanda, Sandra
    - i) Chair: Motion by Jason/Sue, he accepts, vote is unanimous (Jason abstains)
    - ii) Vice Chair: Jason/Kaleana nominate Rolanda, vote is unanimous
- 9) Allocating 4% COLA Increase: Patrice reports
- a) CAB had suggested that CBOs use the money to staff salaries, and if not, to report back on how they want to use it. Decision today is a matter of process for what direction to give to ORJ to discuss with CBOs.
  - b) Kevin suggests that CAB would be best not to direct the use of funds.
  - c) Jill points out that public agencies don't get directive instructions attached to their allocations; also that CAB doesn't have the authority to direct.

- d) Rebecca recommends that the CAB simply express that this money is intended to support sector-development and capacity-development for CBOs, and that the funding does not come with strings attached in terms of demanding additional deliverables; the restriction would be only that CBOs must use the funds to benefit the work funded by the current contracts with the county. Could allocate the funds so that each entity will receive a 4% increase on their existing contracted amounts.
- e) Patrice motions that all CBOs receive 4% increase on their current contacts. Rolanda seconds. Unanimous.
- f) Patrice that Jason, on CAB's behalf, will send the summary of the CAB's guidance on use of funds to ORJ, as discussed above in the notes. Rolanda seconds. No discussion. Unanimous.

10)Item on May CAB meeting location

- a) 50 Douglas Drive is not available for May 10<sup>th</sup>, 10 AM to noon. As an alternative location, the meeting will be held in Supervisor Andersen's conference room, 3338 Mt. Diablo Boulevard, Lafayette CA 94549. Jason will make sure that the change of location will be highlighted in the next meeting announcement. Kevin will make sure the listserv is operating correctly.

11)Adjourned, 11:17 AM

**Attachment 2**

**Proposed FY 2018-19 Community Based Program Allocations**

**[SEE NEXT PAGE]**

Proposed FY 2018-19 Community Based Program Allocations

Community Advisory Board

	FY 2017-18 AB 109 Community Programs	FY 2017/18 Budget with 4% COLA	FY 2017-18 Proportional Distribution	FY 2018-19 Redistribution Amount	FY 2018-19 AB 109 Community Programs Proposed Budget
	<b>Awarded</b>				<b>New Award</b>
<b>Employment</b>					
Goodwill Industries: <b>11330</b>	\$900,000	\$ 936,000.00	18.58%	\$ 573.82	\$936,570
Rubicon Programs, Inc.: <b>20095</b>	\$1,100,000	\$ 1,144,000.00	22.70%	\$ 701.33	\$1,144,700
<i>sub-total</i>	\$2,000,000	\$2,080,000			\$2,081,270
<b>Housing</b>					
SHELTER, Inc.: <b>05015</b>	\$ 980,000	\$ 1,019,200.00	20.23%	\$ 624.82	\$ 1,019,820
Reach Fellowship International: <b>03212</b>	\$ 50,000	\$ 52,000.00	1.03%	\$ 31.88	\$ 52,030
<i>sub-total</i>	\$1,030,000	\$1,071,200			\$ 1,071,850
<b>Legal Services</b>					
Bay Area Legal Aid: <b>10473</b>	\$ 150,000	\$ 156,000.00	3.10%	\$ 95.64	\$ 156,100
<i>sub-total</i>	\$150,000	\$156,000			\$156,100
<b>Mentoring and Family Reunification</b>					
Men and Women of Purpose: <b>08625</b>	\$ 110,000	\$ 114,400.00	2.27%	\$ 70.13	\$ 114,470
Center for Human Development: <b>07452</b>	\$ 90,000	\$ 93,600.00	1.86%	\$ 57.38	\$ 93,660
<i>sub-total</i>	\$200,000	\$208,000			\$208,130
<b>Reentry Success Center</b>					
Rubicon Programs, Inc.: <b>20095</b>	\$ 525,000	\$ 546,000.00	10.84%	\$ 334.73	\$ 546,330
<i>sub-total</i>	\$525,000	\$546,000			\$546,330
<b>Network Management Team</b>					
HealthRIGHT 360: <b>02401</b>	\$ 605,000.00	\$ 629,200.00	19.40%	\$ 599.32	\$ 629,800
<b>Network Services</b>					
Transitional Housing	\$ 150,000	\$ 156,000.00			\$ 156,000
Specialized Employment and Training	\$ 65,000	\$ 67,600.00			\$ 67,600
Gender Responsive Reentry Transition Planning	\$ 60,000	\$ 62,400.00			\$ 62,400
Employment and Education Liaison	\$ 60,000	\$ 62,400.00			\$ 62,400
<i>sub-total</i>	\$940,000	\$977,600			\$978,200
<i>Grand Total</i>	\$4,845,000	\$5,038,800			\$5,041,880
CAB	\$ 7,201	\$ 5,000			\$ 5,009
Connection to Resources	\$ 15,000	\$ 15,000			\$ 15,000
Carry forward FY 16-17 to FY 17-18 (CCP Approved 5/5/17)	\$ 75,000				
FY 18-19 Redistribution Balance		\$ 3,089			
Net	\$ 4,942,201	\$ 5,061,889	100%	\$ 3,089	\$ 5,061,889

**Attachment 3**

**Report From a Meeting of the CAB Policy Platform Workgroup**

**[SEE NEXT PAGE]**



## REPORT FROM A MEETING OF THE CAB –POLICY PLATFORM WORKGROUP

Group Name	Policy Platform Workgroup	Date	3/7, 3/14, 3/20
Chair	Patrice Guillory	Time	3-5pm
Recorder	Rebecca Brown, Further the Work	Location	Probation Department

### Meeting Attended By the Following

Chris Duncan	Ann Surapruik	Harry Thurston	Patrice Guillory	Alicia, Sup. Burgis' Office
Shannon Skinner	Rebecca Brown	Kevin Corrigan	Sue Hamill	Jason Schwarz

### RECAP

During CAB's February Planning Retreat, CAB Members: Patrice Guillory, Ann Surapruik, Harry Thurston, Chris Duncan, and Shannon Skinner agreed to host and participate as members of the Policy Platform Workgroup to develop the CAB's policy agenda for the year. The Policy Platform Workgroup met three times in March (3/7, 3/14, and 3/20). During the first two meetings, group members and meeting attendees engaged in a discussion to brainstorm the overarching and guiding values that would best support and assist CAB in identifying specific policy actions. Group members decided to create a policy statement supported by four pillars. The proposed statement reads:

#### Proposed CAB Policy Statement --

We want a fair and effective justice system in Contra Costa County. Our approach to policy rests on four pillars:

- a. We want to invest in what works.
- b. We believe that true justice requires social justice.
- c. We believe that incarceration should serve as a last resort.
- d. We believe that safety for all depends on justice for all.

During the Workgroup's final meeting, attendees suggested specific policy actions for CAB to consider including as part of the Policy Platform. The policy actions include:

- a. Increase AB109 budget transparency and accountability
- b. Strengthen and institutionalize Office of Reentry and Justice
- c. Expand Early Representation Program county-wide
- d. End current money-based justice practices and invest in restorative justice and diversion
- e. Implement equitable and effective juvenile justice practices

### RECOMMENDATION

The Policy Platform Workgroup RECOMMENDS CAB's adoption of the proposed Policy Platform as written.

If adopted, The Policy Platform Workgroup RECOMMENDS that each Standing Committee update/develop its workplan for the year based on the Policy Platform.

### NEXT STEPS

None at this time.

### ACTION REQUESTED OF FULL CAB

The Policy Platform Workgroup requests adoption of the proposed Policy Platform as the CAB's Policy Platform.

UPCOMING MEETING DATES FOR THIS GROUP
None at this time.
ATTACHMENTS
ATTACHMENT: Proposed Policy Platform for Community Advisory Board

## Proposed Community Advisory Board Policy Platform

### **1. Policy Statement:**

We want a fair and effective justice system in Contra Costa County. Our approach to policy rests on four pillars:

- a. We want to invest in what works.
- b. We believe that true justice requires social justice.
- c. We believe that incarceration should serve as a last resort.
- d. We believe that safety for all depends on justice for all.

### **2. Policy Actions:**

- a. Increase AB109 budget transparency and accountability
  - i. Implement Recommendations presented in Key Findings and Recommendations report from December 2016.
- b. Strengthen and institutionalize Office of Reentry and Justice
- c. Expand Early Representation Program county-wide
- d. End current money-based justice practices and invest in restorative justice and diversion
  - i. e.g. Appoint an RJ czar
  - ii. e.g. Develop true community court program
  - iii. e.g. Abolish fees for Probation and CAF
- e. Implement equitable and effective juvenile justice practices