

PROBATION DEPARTMENT

I. Department Mission

The mission of the Probation Department is an unwavering commitment to justice, even in the face of adversity, an ethical application of the law, and a proven approach to rehabilitation.

A talented Probation team works collaboratively to create opportunities for those we serve to experience a positive outcome that strengthens the individual and makes the community safe.

The Probation Department fills a critical public safety role; balancing the unique responsibilities of providing compassionate supervision and support, while ensuring that clients comply with and complete, their court-ordered sentences. Probation provides the necessary pathways to success. Clients are afforded the opportunity to access services that include but are not limited to mental health services and substance abuse treatment, cognitive behavioral treatment, home supervision, intensive supervision, and detention and/or treatment at a County juvenile institution or in a Short Term Residential Therapeutic Program (STRTP).

The Chief Probation Officer is the statutorily designated Chair of the Community Corrections Partnership (CCP). The CCP is the advisory board involved in the planning, implementation and oversight of the County Plan for the realignment of State prisoners to County jurisdiction under Public Safety Realignment (AB 109).

II. Major Program Descriptions

A. Adult Field Services

Probation staff investigate and supervise criminal offenders referred by the Courts.

1. Adult Investigations

Prepares more than 3,000 felony investigative reports annually for the Superior Court. These include pre-plea reports for plea and bail considerations, change of plea reports, restitution reports, prohibited person's relinquishment reports and assessment and recommendation reports for sentencing.

2. Superior Court Probation Officers

Provides information on probation cases to the judges and represents the Probation Department in the Superior Court to assist in arriving at the appropriate disposition. Positions are funded through Court Revenues.

3. Active Felony Supervision

Probation staff supervise a daily average of 3,200 felons convicted of violent and serious crimes, and monitors the specific and general conditions of probation, ordered by the court as well as provides the opportunity for services directly related to the clients identified needs.

4. Sex Offender

Probation staff supervise registered sex offenders that have been placed on formal probation. The primary focus of sex offender supervision is to enhance community safety, protect victims and prevent further sexual offending behavior by the offender.

5. Public Safety Realignment (AB 109)

The Community Corrections Partnership (chaired by the County Probation Officer) completed the county-wide plan and budget that was approved by the Board of Supervisors. The elements of the plan include the Post Release Community Supervision clients who are released from prison and under the supervision of the Probation Department. Those sentenced to local commitments for crimes that would have previously resulted in prison sentences are also released from jail and placed on probation supervision. Those clients released from prison and jail after completing a term for violating their parole are also placed on probation supervision. The need to coordinate and ensure services are available has been developed and continues to be refined. The goal is to ensure the client has the best possible chance to avoid further negative contact with the justice system. This could not occur without proper staffing and effective interventions developed in the community with enhanced partnerships. The State's AB109 Public Safety Realignment funds this program.

6. Pretrial

The Pretrial Program utilizes an evidence-based risk assessment tool on an average of 900 pretrial defendants to inform release decisions for adult defendants and provides for presentence monitoring in the community. The Pretrial unit works collaboratively with the Office of Reentry & Justice, the Public Defender, the District Attorney, and the Sheriff's Office to provide information for Own Recognizance Pretrial release for defendants at arraignment. If released the Pretrial program also provides community supervision for approximately 500 pretrial defendants per year. The Pretrial program is funded through AB109, Public Safety Realignment.

7. Vehicle Theft

Vehicle theft is a collaborative program including the California Highway Patrol, Sheriff, District Attorney, and Probation Departments that enhances the capacity of local police and prosecutors to deter, investigate and prosecute vehicle theft crimes. A Deputy Probation Officer assigned to the program provides close supervision to a caseload of offenders convicted of auto theft. This program is funded by State vehicle license fees.

8. Domestic Violence

Provides intensive supervision of offenders who have been convicted of domestic violence and court-ordered to complete a mandated 52-week batterer's treatment program. The DPOs also work with the victims of domestic violence and facilitate the collection of restitution and restraining orders when necessary. They also assist the court by reporting progress and making recommendations for violations of terms and conditions. DPOs participate in and supervise offenders for the Mandatory Domestic Violence Court (MDVC) program. Additionally, Batterer's Intervention Programs are certified and monitored by one unit DPO with specialized training. Partial funding for this comes from the Contra Costa Alliance to End Abuse.

9. DUI Enhanced Supervision Program –

DUI supervision is a collaboration with the California Office of Traffic Safety that provides for intensified supervision of felony drunk drivers. The Deputy Probation Officers also work collaboratively with Mothers Against Drunk Driving (MADD)

10. Banked Caseload – The Deputy Probation Officer provides, as needed, supervision and monitoring of probation violations. The daily average population of this caseload is approximately 500 felons.

Total Expenditures:	\$17,978,438
Total Revenue:	\$11,964,675
Net County Cost:	\$6,013,763
FTE:	85.0

B. Juvenile Field Services

Probation staff provide juvenile delinquency investigations and reports to the Juvenile Court on approximately 2000 matters annually. Deputy Probation Officers supervise a daily average of 550 juveniles on probation, providing informal supervision when appropriate, individualized controls, counseling, supervision, placement, and referral services to youth and their parents. Services are provided for detained youth and their families as they prepare to transition back into the community. Services are also provided to youth in the community, and in out of home residential treatment programs.

1. Intake

Probation staff conducts initial investigation into alleged offenses, processes petitions (charges) for court consideration as well as provides recommendations for the court to consider detention or release from custody.

2. Juvenile Investigations

Probation staff conduct investigations that include the nature of the offense, family and school background and other related issues for court consideration during the dispositional process. The Department performs over 1,500 intake and court investigations annually.

3. Court Probation Officers

Deputy Probation Officers represent Probation in court hearings and provide appropriately related information on probation cases to the judges to assist in arriving at the appropriate disposition.

4. Supervision

Probation staff supervise youths placed on probation or made wards of the court. The probation officer has the responsibility to protect the community and to help youths and their families to recognize the problems that contributed to the delinquent behavior and to make the necessary adjustments to prevent further delinquency.

5. Placement

Probation staff formulate alternative living plans for approximately 100+ youth who cannot remain at home or attend local schools because of serious delinquency or behavioral problems. Staff provide case management to aid in daily living and treatment for youth above the age of 18 who have been deemed Non-minor Dependents as a result of AB-12. (Probation staff continue to actively participate in and plan for changes to the Continuum of Care Reform in collaboration with Children and Family Services and the California Department of Social Services).

6. Community Probation

Deputy probation officers are assigned to a number of assignments designed to prevent and reduce juvenile crime. The target demographic of this program is broad, from youths on probation and in juvenile hall and the Orin Allen Youth Rehabilitation Facility, to youth “at-risk” of entering the probation system. This program is primarily funded through the Juvenile Justice Crime Prevention Act (JJCPA).

7. Youthful Offender Treatment Program (YOTP)/Girls in Motion (GIM)

DPOs provide in custody transition services and out of custody monitoring for those youth in the treatment programs. Intense supervision and service opportunities are provided to ensure compliance and provide for meaningful interventions in the community. DPOs work collaboratively with the Reentry Services programs provided by the Contra Costa Office of Education, Bay Area Community Resources, and RYSE, Inc. (a community-based organization).

Total Expenditures:	\$9,534,695
Total Revenue:	\$3,781,996
Net County Cost:	\$5,752,699
FTE:	43.0

C. Other Services

1. Training

Probation staff ensure state mandated Standards and Training for Corrections (STC) training requirements. Staff also establish and coordinate approved training for Probation staff.

2. Field Support Services

Probation staff provide clerical support to the Probation Department.

3. Office of Reentry and Justice (ORJ)

ORJ was created to align and advance the County's public safety realignment, reentry, and justice programs and initiatives. ORJ was officially launched in January 2017 as a 2.5 year pilot project of the County Administrator's Office. In July 2020 the ORJ was permanently moved into the Probation Department. The ORJ provides oversight for the implementation of the AB 109 Community Programs and staffing support to the County's Racial Justice Oversight Body.

Total Expenditures:	\$9,025,605
Total Revenue:	\$6,932,125
Net County Cost:	\$2,093,480
FTE:	31.0

D. Probation Facilities

A continuum of court-ordered custodial care and treatment services for juveniles ordered into custody by the court.

1. Juvenile Hall

The John A. Davis Juvenile Hall is a maximum security facility is designed for the mandated detention of youths before and after court hearings. Approximately 1,000

juveniles are booked annually. The Juvenile Hall contains two treatment units . and beginning in March 2020 a quarantine unit.

a. Girls in Motion (GIM)

GIM is a gender-specific countywide effort for girls that provide local programming services in a safe and controlled environment. Both cognitive and trauma-based treatment enrich the secure program. Referrals to local resources and collaborative supervision methodology are utilized upon transition from custody.

b. Youthful Offender Treatment Program (YOTP)

YOTP is a specific commitment treatment program for male youthful offenders utilizing cognitive / evidence-based practices. The program encompasses a specialized living unit for participants who are in custody and provide appropriate referrals to community-based services and intensive supervision for participants who are returning to the community.

c. COVID-19 Quarantine Unit

Whenever possible, youths that are booked into the Juvenile Hall are returned home. However, when a youth must be detained, that youth is quarantined on a specialized unit for 14 days to ensure that the youth does not have COVID-19. This is done for the safety of the quarantined youth as well as the rest of the residents of Juvenile Hall. Once the quarantine period is complete, the youths are placed on an appropriate living unit.

2. Orin Allen Youth Rehabilitation Facility (OAYRF) (Byron Boys' Ranch)

The OAYRF facility that provides 100 beds for seriously delinquent boys committed by the courts. Approximately 120 juveniles are admitted annually for an average stay of six months.

a. OAYRF Aftercare Program

Juvenile Justice Crime Prevention Act (JJCPA) funds are utilized to pay for two Deputy Probation Officers (DPOs) to provide aftercare and re-entry services to male youth who have successfully completed a commitment, which could range from six months to a year, at the OAYRF.

The OAYRF is an open setting ranch/camp facility that houses youth whose risk and needs indicate that placement in such a setting would aid in their rehabilitation. The OAYRF provides services for youth who have committed less serious offenses than the youth committed to the Juvenile Hall residential program, YOTP.

OAYRF DPOs allow for continuity of care as young men reintegrate into the community. The DPOs begin developing relationships with the clients while they are still completing their program to ensure a smooth transition once they are released. Similar to other Contra County treatment program re-entry models, case plans are developed with the youth and their family or support system that identify resources that continue to target the criminogenic needs identified earlier in the youth's program. DPOs also insure that basic needs such as housing, food, ongoing education, and employment services are met. Youth that complete the OAYRF program are connected to county providers such as mental health services to increase their opportunities for success.

3. Home Supervision (HS)

The HS program is an alternative to detention for youth who could otherwise be in custody pre or post disposition. Probation staff use electronic monitoring/GPS as a tool to provide intensive supervision to youth released to the community.

4. School Lunch Program

The National School Lunch Program (NSLP) is a federally assisted meal program. It provides nutritionally balanced, low-cost or free lunches to children each school day. The program was established under the National School Lunch Act, signed by President Harry Truman in 1946.

Total Expenditures:	\$30,032,000
Total Revenue:	\$15,352,000
Net County Cost:	\$14,680,000
FTE:	159.5

E. Care of Court Wards

Probation provides court-ordered custodial care outside of County facilities and medical care for juvenile residents within County facilities.

1. Out-of-Home Placement

Probation manages federal, State and County funding for the board and care costs of minors placed in private residential care (STRTPs) by the Juvenile Court.

2. Division of Juvenile Justice (DJJ) Fees

Probation pays fees to the DJJ for the incarceration cost of juveniles placed under the care and control of the state.

3. Medical Services in Juvenile Facilities

Probation pays fees to the Health Services Department for rendering medical service to the residents of Juvenile Hall and the Orin Allen Youth Rehabilitation Facility.

Total Expenditures:	\$7,764,000
Total Revenue:	\$2,405,000
Net County Cost:	\$5,359,000
FTE:	0.0

F. Administrative Services

Provides fiscal management, central records, automated systems, contract management, employee and facility safety, purchasing and payroll, data collection and quality assurance, facility and office management, and resource development services.

Total Expenditures:	\$10,812,262
Total Revenue:	(\$288,796)
Net County Cost:	\$11,101,058
FTE:	20.0

III. Accomplishments

Contra Costa County Probation has been recognized on the State and Federal level for our successes programmatically as well as our successes in managing Public Safety Realignment.

The Department has developed collaborative relationships with other County departments and local community based organizations.

In addressing Public Safety Realignment, the Department has been able to continue to maintain a low recidivism rate compared to other statewide jurisdictions. Our success in this area continues to be recognized by the State with regard to the increased amount of revenue we receive through SB 678, which is a Community Corrections Performance Incentive Fund.

IV. Challenges

A case management system (CMS) for the Probation Department is a core component of the department's modernization plan. Relying solely on paper files and Access databases for data has made it difficult, and in some cases, impossible to provide data on the Probation Department. Therefore, we are in the process of securing a new case management system.

The Probation Department is committed to providing evidence-based programming (EBP) to Probation clients. The correct implementation of EBP requires training and retraining of staff which can be costly and time consuming. Furthermore, without a case management system we don't have data to support whether our EBP programming is effective.

V. Performance Indicators

A. Performance Measurements

1. Implement Continuum of Care Reform

The Continuum of Care Reform combined a series of existing and new reforms to the child welfare system with an understanding that children who must live apart from their biological parents do best when they are cared for in committed nurturing family homes.

Short-Term Residential Treatment Programs (STRTPs) replaced traditional group care. STRTPs provide highly intensive 24-hour supervision and treatment for youth, and will be designed to quickly transition youth back to their own or another permanent family. Facilities seeking licensure as an STRTP had to meet a higher standard of care, be accredited, and be able to deliver or arrange for a set of core services including the mental health services the youth needs.

The Resource Family Approval (RFA) process improved selection, training and support of families (including relative and non-relative resource families) seeking to care for a youth in foster care, whether on an emergency, temporary or permanent basis.

Children and Family Teams (CFTs) which are a group of individuals who are convened by the placing agency and who are engaged through a variety of team-based processes to identify the strengths and needs of the youth and his or her family, and to help achieve positive outcomes for safety, permanency, and well-being. CFT meetings are mandated to convene on a regular and re-occurring basis to ensuring their perspectives

are incorporated throughout the duration of the case and is primary vehicle for collaboration on the assessment, case planning, and placement decisions.

In collaboration with the Employment & Human Services Department, all foster care youth were successfully placed in STRTPs or RFAs.

2. Analyze all programs for enhancement opportunities presented by new technology.

The Probation Department absorbed the Office of Reentry and Justice (ORJ) on July 1, 2020. The Probation Department hopes expand and enhance the scope of the ORJ in fiscal year 21/22. Proposed staffing additions include two Planner and Evaluators, as well as a Program Coordinator. These positions will allow the ORJ to increase the analytical and evaluative capacity of the office, to better meet the needs of the adult and juvenile reentry populations, as well as support justice-system partners throughout the county. This effort, along with the forthcoming case management system supports the Department's adoption of a data-driven decision making framework.

3. Continue to enhance the Department's Juvenile Justice Crime Prevention Act and Youthful Offender Block Grant Consolidated Annual Plan.

The Probation Department continues to chair the Juvenile Justice Coordinating Council (JJCC), which is tasked with updating the Juvenile Justice Crime Prevention Act and Youthful Offender Block Grant Consolidated Annual Plan. The 20-member body consists of County staff as well as representatives from community-based organizations.

The Probation Department contracted with Resource Development Associates Inc., to support and facilitate the planning meetings of the JJCC.

In addition to the development of the Consolidated Annual Plan, the JJCC is tasked with coordinating government and non-governmental organizations, developing information and intelligence-sharing systems and providing data and appropriate outcome measures. To support those efforts, the JJCC has created three sub-committees: Data & Services, Prevention, Intervention & Community Engagement and DJJ Realignment Planning.

B. Administrative and Program Goals

The Probation Department is committed to advancing racial equity and social justice in outcomes. Our department recognizes that without targeted and intentional interventions, the system racial inequities will continue. We are working to address this issue in the following ways:

- **Training**

Every sworn employee must attend 40 hours of training every year. These courses include training on implicit bias, cultural competency, LBGTQ and trauma informed treatment approaches. The department invests in client-centered approaches, which allows sworn staff to treat the factors that will prevent further involvement in the criminal justice system.

- **Funding**

We have used state entitlement dollars to invest in the community and enable our partners to serve as credible messengers.

- **Community Engagement & Partnership**

The Probation Department is committed to transparency with the community. We have formed work groups with the Racial Justice Oversight Board (RJOB) and the Juvenile Justice Coordinating Council to address many of these issues.

- **Workforce Diversity**

Within the Probation department, we have a diverse workforce and we have promoted staff that are reflective of the communities we serve.

The Probation Department has the following goals for FY 2021-2022:

- 1. Launch phase 1 of a new Case Management System.**

- 2. Implement Division of Juvenile Justice Realignment**

On September 30, 2020, Governor Newsom signed Senate Bill 823, which introduced the closure of the state's Division of Juvenile Justice (DJJ), and created a new state agency, the Office of Youth and Community Restoration (OYCR). This legislation set forth provisions for the forthcoming closure of the DJJ, including transferring the responsibility for the care, custody, and supervision of these youth to the Counties.

Probation will be responsible for the supervision and aftercare needs of this population, including any related contracting initiatives to support their successful transition back into the community.

Among other requirements of this bill, a subcommittee of the Juvenile Justice Coordinating Council is required to develop a plan that addresses the supervision and programming strategies for this realigned population. The initial plan will be submitted to the Board of Supervisors, with recommendations for the funding allocation that the county will receive. In subsequent fiscal years, this plan will also be submitted to the OYCR for review and approval.

- 3. Support Clients with Housing**

In an effort to mitigate homelessness and to remove barriers to rehabilitation, the Probation Department maintains a flexible housing fund with Health, Housing and Homeless (H3). H3 provides assistances with locating appropriate housing for adult probation clients, and for juvenile probation clients and their families. A contract is also in place to provide housing for youth returning to the community from the Department of Juvenile Justice.

- 4. Expand Juvenile Prevention Services**

There are disproportionate rates of juvenile incarceration in communities of color. In FY 21-22, the Contra Costa County Probation Department will invest in our most vulnerable populations to provide mental health and substance abuse treatment as well as reentry services. Our goal to reduce our juvenile population; particularly in communities of color.

- 5. Continue to Support Employees through Peer Support and other Wellness Programs**

The Contra Costa County Probation Department –continues to offer a Peer Support Program to employees. Peer Support Programs are designed to assist employees involved in or affected by a critical or traumatic incident. Critical incidents can occur on duty and off duty, as well as, in the field, in the offices, or in our facilities. Peer Support Teams (PST) have become a standard of care in the law enforcement work place. The Peer Support

Program is not an element of the Employee Assistance Program (EAP), nor is it a substitute for professional help. The purpose of the Peer Support program is to aid an employee during times of both professional and personal crises through the use of specially-trained volunteers from within the Department.

In October 2020 the Department, in partnership with Cordico, Inc, released a Wellness Application for all employees, their immediate family members, and retirees. This Wellness Application was designed to compliment the Peer Support Program and provide additional resources to employees. The application provides employees with 24/7 confidential support, provides anonymous self-assessments for users which provide instant feedback and educational guidance. The application has over 40 educational modules in areas including, but not limited to, burnout, anger management, emotional health, goal setting and achievement, mindfulness, moral injury, and health/fitness. The application is one additional way for the Department to ensure the health and wellbeing of our employees, which has been especially critical during this past year.