



Community Corrections

County of Yolo

PROBATION DEPARTMENT

PROBATION OFFICES
2780 East Gibson Road
Woodland CA 95776
(530) 406-5320
FAX (530) 661-1211

JUVENILE DETENTION
2880 East Gibson Road
Woodland CA 95776
(530) 406-5300
FAX (530) 669-5802

Email: probation@yolocounty.org



Brent Cardall
Chief Probation
Officer

Community Corrections Partnership (CCP)

MINUTES

Tuesday, August 11, 2014, 1:30 pm – 3:30 pm

County Administration Building

Atrium Training Room

625 Court St., Woodland CA 95695

Voting Members in attendance:

Health Director Jill Cook, Public Defender Tracie Olson, Sheriff Ed Prieto, District Attorney Jeff Reisig, Davis Chief of Police Landy Black, Court Executive Office Shawn Landry and Assistant Chief Probation Officer Ray Simmons(Chair)

Voting Alternates/Staff Present:

Nate Palmer, Tom Lopez, Dan Bellini, George Bierwirth, Marc Nigel, Rosario Dark Ruiz, Jim Provenza, Heather Blair, Maggi Schubert, Ryan Pistochini, and Lisa Howard

-
1. Call to Order and Introductions – The August 11, 2014 meeting of the Community Corrections Partnership (CCP) was called to order at 1:36 pm.
 2. Approval of Agenda – Motion: Jill Cook, Second Ed Prieto, Vote: Passes unanimously 7:0
 3. Approval of Minutes from July 14, 2014 (approved with *amendment) – *Motion: Landy Black, Second Jill Cook, Abstained Jeff Reisig (Attachment A)*
*Vote: Passes unanimously 7:0 *Vote passed 6:0 (Mr. Reisig abstained) correction to the June minutes*
 4. Review and Approve the Crime and Justice Institute's Yolo County Strategic Planning Document - Voting Members

Each attendee went over the CJI Strategic Planning document. Ms. Olson introduced a few amendments to the document but reiterated they had been previously introduced so they were not new line items. Nate Palmer explained the plan outline. DA Reisig inquired if any of the timelines had changed. Mr. Palmer went over the items that were revised after the last Public Safety Board Ad Hoc meeting. Mr. Palmer inquired if the planning workgroup needs to reconvene. Mr. Simmons made a motion the workgroup will review and all members will receive a draft of the planning document prior to the next meeting.

5. Court Case Management System (CMS) Proposal - Landry

Mr. Landry gave an extensive overview of the proposed Court Case Management System (CMS). Currently, the Court has thirty-three data points that they collect information on. They are currently working on portal solutions for all agency partners.

When the system is ready to roll out it the Courts will have the capabilities to scan all documents to provide up to date information to all court data. DA Reisig inquired if his office will have the ability to fill reports electronically? Mr. Landry explained that it could be a bit premature at the initial start of the CMS but the goal is to definitely incorporate this feature as soon as possible.

Also, covered were the Court CMS costs descriptions. Mr. Simmons announced the Probation Department will cover the initial up-front costs of \$43,000 with funding from the Board of State and Community Corrections. Mr. Landry thanked Asst. Chief Simmons and Chief Cardall for providing this funding.

At the request of Mr. Landry we will place the annual maintenance costs per agency as an October agenda item.

6. Budget Discussion –

a. Legislative Update – *no Legislative update at this time.*

b. Review of Fiscal Year 2013-14 Fund Balance – Pistochini

Ryan reports at this time there is no new information regarding our 13-14 fund balance. Once the Auditor's Office has closed the books for this current FY he will provide us with a current balance.

c. Formatting Proposal for Budget Work Session scheduled for September 8th CCP Meeting – Palmer

Mr. Palmer went over each the proposal format to be used at the September meeting. Mr. Palmer will also work with each law enforcement agency to ensure accuracy. Jill Cook requested sending the planning document to members no later than one week prior to our September meeting.

7. Public Comment – *no public comments.*

8. Future Agenda Items – *no September agenda items were presented.*

9. Next Regularly Scheduled Community Corrections Partnership Meeting: September 8th 1:30 – 3:30 pm in the Atrium Training Room of the County Administration Building

10. Program Statistics from CCP Contracted Partners – Voting Members

Discussion regarding active monthly population and referral activity with each agency provider. A request was made for more detail on successes and failures of each of the programs tracked. Probation will make accommodations to expand reporting where the data is available.

11. Adjournment – Motion: Consensus to adjourn the meeting at 2:36 p.m.

Minutes Taken/Transcribed by: Lisa Howard, Secretary to Chief Probation Officer, Brent Cardall