



Community Corrections

# County of Yolo

## PROBATION DEPARTMENT

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**Brent Cardall**  
Chief Probation  
Officer

Community Corrections Partnership (CCP)

### MINUTES

**Monday, May 09, 2016, 1:30 pm – 3:30 pm**

County Administration Building

Atrium Training Room

625 Court St., Woodland CA 95695

CCP Members, Executive Committee: Ed Prieto, Sheriff, , Brent Cardall, Chief Probation Officer, District Attorney, Jeff Reisig, Public Defender, Tracie Olson, Deputy Court Executive Officer, Cathy Berger, Woodland Police, Chief Dan Bellini, Director of HHS, Karen Larsen.

Voting Alternates/Staff Present: Lucas Robles, Ryan Pistochini, Dan Fruchtenicht, Zach Grounds, Rosario Ruiz-Dark, Sara Gavin, Randy Tryon, Carrie Scarlata, Marc Nigel, Lisa Howard.

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1. Call to Order and Introductions – The May 9, 2016, meeting of the Community Corrections Partnership (CCP) was called to order at 1:35 pm.
  2. Approval of Agenda – *Motion: Dan Bellini, Second: Ed Prieto, Vote: Passes unanimously: 7:0*
  3. Approval of Minutes from April 11, 2016 with the following addendum – *Motion: Ed Prieto, Second: Tracie Olson, Vote: Passes unanimously 7:0*

*Amendment – to our April 11, 2016 minutes as follows:*

Approve Day Reporting Center General Education Development (GED) Services with the Yolo County Office of Education (Attachment E) –

*Each voting member received a copy of the Memorandum of Understanding between the Yolo County Office of Education (YCOE) and the Yolo County Probation Department (YCPD). Marc Nigel outlined the MOU and answered questions from the members. A motion was made to approve the MOU between YCOE and YCPD. Motion: Shawn Landry, Second Ed Prieto. Vote: Passes unanimously 7:0. Amendment: Voting member Tracie Olson was not present during the motion for approval modifying the vote to 6.0.*

4. Updates –

a. Prop 47 Subcommittee Group Planning Update – (Zach Grounds)

*Supervising Probation Officer, Zach Grounds provided each member with a handout; Prop 47 Pre-Arrestment Diversion Pilot Proposal. Officer Grounds went through the first-draft outline beginning with the 90 day notice to appear given to each client and their individual risk assessment. Based on the level of risk assessed, clients would be given an opportunity to complete community service or would be engaged in treatment. Should they be engaged in treatment at the time of the arraignment, a continuance would be sought. Once a program or community service was successfully completed, the case would be dismissed. It was reiterated that the subcommittee was still working on details and would likely revise the proposal. DA Reisig reiterated the benefit of now having the representation of the Courts being part of the subcommittee. Officer Grounds reported that per jail statistics, approximately 40-50 Prop 47 arrests occurred each month, and the rate of reporting after release was very low. DA Reisig further explained that hopefully, we can catch some of this caseload on the front end at the arrest stage. Mr. Reisig also explained having good data and statistics will provide us with the information we would like each month as well as recidivism information. Officer Grounds clarified that the information provided in the current outline is based upon bookings at the jail and not all Notices to Appear. Chief Cardall states we will continue our discussion next month regarding Prop 47 information.*

5. Discussion of Yolo County Part 1 Crime Trends – (Chief Bellini)

a. Prop 47 Crime Review

*Chief Bellini provided handouts covering Part 1 Crimes in Yolo County. The statistics reflect the first quarter of 2015 and 2016. The information is broken out by Penal Code and the city the crime occurred in. Chief reports the information is based on approximately 45K arrest per year. There has been approximately 15K new calls received in the last three years. Chief noted that the measure of crime rates is only as accurate as the reports being written and reported. Chief Bellini will provide the group with these statistics on a quarterly basis.*

6. Approve Fiscal Year 2016-17 Personnel Requests (Budge Action Required) –

a. Probation Funding Request - (Attachment B) (Cardall/Fruchtenicht)

*Chief Cardall explained the Probation Department Staffing Needs. Each member received a handout. Chief states the approximate cost of three positions would be \$285,950. He would request to use the CCP growth funding monies. Chief states we should note that we have had growth money the last three years with AB109 and have not really spent any money with the exception of the Sheriff's tablets, in fact we have been pretty frugal and every agency has cut money. He explained in Yolo we are at a "cross road" in this county and need to pony up and do the supervision of this caseload or not do it. And, supervising the mental health client's and getting them on their meds is huge in their success. So, you can see having a probation officer supervising these clients is very beneficial to our County. HNSA Director Karen Larsen would like to add additional staff members as well to serve our mental health clientele. Her approximate request would be \$93K. However, her department is working on a grant and if funding was secured it would cover this request. She will keep us updated. DA Reisig states it would be cost effective to begin any positions for consideration as Limited Term. Chief Cardall concurs. Jeff asked the balance in our CCP. Ryan Pistoichini and Pat Blacklock will work on the numbers and report to us in June.*

b. HHSA Mental Health Court Funding Request - Larsen

*Covered under 6 a above. A motion was made to look at the CCP budget and return in June with the fund balance. Motion: Brent Cardall, Second: Tracie Olson. Vote: Passes unanimously 7:0*

7. Discuss and Approve Reserve Fund Process - (County Department of Financial Services)

*Tom Haines with the Department of Financial Services explained the CCP Reserve Policy (draft). Mr. Haines went over the five components that we would want to incorporate into the policy.*

- *Purpose*
- *Reserve Target*
- *Use of the Reserve*
- *Authorization*
- *Replenishment*

*Mr. Haines explained the purpose of putting a policy in place is due to the CCP relies on funding source that is economically sensitive we know that at a point and time there will be a slowdown and in light of some of the unanticipated funding that was received in the current year 15/16 primarily related to the realignment correction we thought that it was an opportune time to create a reserve and set aside some funding going into the next year. So, at the CCP's request Mr. Haines department put together the draft policy. He covered each of the components above. He explained what his recommendation would be of a 5 – 15 percent of actual CCP expenditures over the past three year's average as this is in alignment with the County reserve policy guidelines. Discussion.*

*A motion was made to change the language in item 3: Use of the Reserve. Mr. Haynes will delete the following: "The reserve should not be used to enhance ongoing service levels where no permanent source of funding is identified, or for any non-CCP approved purposes." Mr. Haynes will provide the updated policy draft at the June CCP. Motion: Tracie Olson, Second: Ed Prieto. Vote: Passes unanimously 7:0*

8. CCP Member Appointments:

- a. *Approve appointment of Health and Human Services Director Karen Larsen as HHSA Voting Member Sandra Sigrist will be the alternate voting member for Karen Larsen.*
- b. *Approve appointment of Deputy Chief Probation Officer Dan Fruchtenicht as Chief Probation Officer Brent Cardall's Voting Alternate and as Chair in absence of Chief Cardall Dan Fruchtenicht will be the alternate voting member for Brent Cardall.*
- c. *Approve appointment of Davis Chief of Police Darren Pytel as Woodland Chief of Police Dan Bellini's Alternate Voting Member Darren Pytel will be the alternate voting member for Chief Bellini.*

*A motion was made to approve the above members as alternates for the voting members. Motion: Brent Cardall, Second: Tracie Olson. Vote: Passes unanimously 7:0*

9. Public Comment – *n/a*

10. Requested Future Agenda Items:

- a. Follow-up for Drug MediCal Funding Agreement -

*Director Larsen's department will write up the MOU and present it at the June CCP. Ryan Pistoichini will provide the funding figures.*

11. Next Meeting: Scheduled June 13, 2016 from 1:30 – 3:30 p.m. in the Atrium Training Room.

12. Adjournment – *Motion: Dan Bellini, Second: Ed Prieto, the meeting was adjourned at 2:35 pm.*

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