



Community Corrections

County of Yolo

PROBATION DEPARTMENT

PROBATION OFFICES
2780 East Gibson Road
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Brent Cardall
Chief Probation
Officer

Community Corrections Partnership (CCP)

MINUTES

Monday, April 11, 2016, 1:30 pm – 3:30 pm

County Administration Building

Atrium Training Room

625 Court St., Woodland CA 95695

CCP Members, Executive Committee: Sheriff, Ed Prieto, Brent Cardall, Chief Probation Officer, District Attorney, Jeff Reisig, Assistant HHS Director, Jill Cook, Public Defender, Tracie Olson, Court Executive Officer, Shawn Landry, Dan Bellini, Woodland Police Chief.

Voting Alternates/Staff Present: Ryan Pistoichini, Dan Fruchtenicht, Zach Grounds, Rachelle Gayton, Rosario Ruiz-Dark, Ray Simmons, Marc Nigel, Sara Gavin, Karen Larsen, Katy Eckert, Carrie Scarlata, Howard Newens, Jim Provenza, Lori Perez, Lisa Howard.

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1. Call to Order and Introductions – The April 11, 2016, meeting of the Community Corrections Partnership (CCP) was called to order at 1:34 pm.
 2. Approval of Agenda – *Motion: Tracie Olson, Second: Ed Prieto, Vote: Passes unanimously: 7:0*
 3. Approval of Minutes from March 14, 2016 – *Motion: Tracie Olson, Second: Jill Cook, Vote: Passes unanimously 7:0*
 4. Updates –
 - a. Prop 47 Updates (Reisig) -

DA Reisig gave an update on Prop 47 now that the newly formed Prop 47 workgroup has been implemented. Judge Reed is part of the workgroup as well as representatives from most of the departments here today. Mr. Reisig requested we have Prop 47 stats as a standing agenda item monthly beginning in May. All members were in agreement with wanting monthly updates and part 1 crime stats.

5. Presentation and Approval of Re-Entry Housing Project Proposal (Olson/Gayton) Attachment B –

PD Tracie Olson and Supervising Probation Officer Rachelle Gayton gave an overview of the new Re-Entry Housing Project Proposal. Ms. Olson explained this would be a one –time request of \$300K from HHSA Director Ms. Joan Planell. The purchase of the home would be through the Yolo County Housing Authority. Ms. Gayton explained this would be for client’s moving from residential treatment to transitional housing. Each attendee received a Yolo Housing Probation Home Budget FY 17/18. Ms. Olson and Ms. Gayton explained the cost outline to the group. All members were in favor of Ms. Olson moving forward with submitting the Intergovernmental Transfer application. Motion: Brent Cardall, Second: Jill Cook. Vote: Passes unanimously 7:0

6. Discussion Item on HHSA Drug Medi-Cal Funding (Larsen) –

Adult & Aging Services Branch Director Ms. Larsen gave an overview of the HHSA Drug Medi-Cal Funding proposal to fund a portion of residential treatment services currently paid by CCP dollars. Each member received a Drug Medi-Cal Organized Delivery System Waiver fact sheet and a list of Yolo County Substance Use Disorder Treatment Contract providers. A motion was made for probation staff to engage with HHSA to move forward with an agreement to establish the parameters for review at a future meeting. Motion: Brent Cardall, Second: Ed Prieto. Vote: Passes unanimously 7:0

7. Fiscal Year 2016-17 Budget Presentation and Workshop (Budget Action Required) (Cardall/Pistochini) Attachment C –

Mr. Pistochini presented attachment C which outlined the anticipated revenues and expenditures for the coming FY 16/17 (table below). A portion of our time was spent discussing the CCP growth allocation methodology. For details on the growth methodology please refer to the attached information below. Mr. Salinas continued from Mr. Pistochini budget presentation to explain a dedicated CCP reserve fund. Each attendee received handout. The recommendation from DFS is to set a reserve policy between 5 – 15% of historical expenses. A motion was made for the following action items.

- *Approval of budget as presented in attachment C*
- *Support development of a reserve fund policy to be presented at our May meeting*
- *Consider allocation of \$291K for probation services expansion for (outline items). We will re-visit in May*

Motion: Jeff Reisig, Second: Ed Prieto. Vote: Passes unanimously 7:0

	FY 15-16	FY 16-17
Starting Fund Balance	\$ 252,873	\$ 1,898,334
Base Allocation	\$ 6,689,128	\$ 7,273,595
Growth Allocation	\$ 3,279,053	\$ 500,002
Innovation Fund	\$ -	\$ (50,000)
Total Revenue	\$ 9,968,181	\$ 7,723,597
Total Available Funds	\$10,221,054	\$ 9,621,931
Less:		
District Attorney	\$ 567,065	\$ 578,406
Library	\$ 11,050	\$ 12,044
Probation	\$ 4,627,986	\$ 4,713,691
Public Defender	\$ 183,451	\$ 200,689
Sheriff	\$ 2,933,168	\$ 3,153,136
Total Expenses	\$ 8,322,720	\$ 8,657,966
Balance	\$ 1,898,334	\$ 963,965

8. Approve Proposed Changes to CCP Strategic Plan Update: Social Media Policy (Olson) – Attachment D

PD Olson explained the changes to our Social Media Policy. The recommendation was made to approve the Proposed Amendment Language below. Motion: Brent Cardall, Second: Ed Prieto. Vote: Passes unanimously 7:0

Proposed Amendment Language

Objective:

2a. Develop a process to exchange information with the community about the purpose, vision, and activities of the CCP. (Modified)

Tasks:

- 2a.1. Develop a CCP Public Relations sub-committee. (Modified) (established February 2015)
- 2a.2. Develop written guidelines on the provision of information submitted by the CCP Public Relations sub-committee to the public and news media. (Modified) (approved by CCP February 2015)

Responsible:

Probation, Public Defender, DA

Outcome/Output Measures:

Sub-committee established February 2015, written guidelines developed and approved by CCP February 2015

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

Each voting member received a couple 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 approval the MOU between YCOE and YCPD. Motion: Shawn Landry, Second Ed Prieto. Vote: Passes unanimously 7:0

10. Public Comment – *n/a*

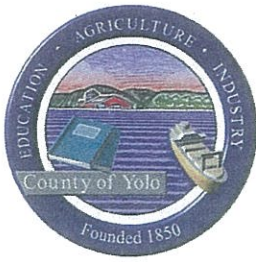
11. Plan Next Meeting Agenda Items:

- Prop. 47
- Budget

12. Next Meeting: Scheduled May 9, 2016 from 1:30 – 3:30 p.m. in the Atrium Training Room.

13. Adjournment – *Motion: Ed Prieto, Second: Dan Bellini, the meeting was adjourned at 3:26 pm.*

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



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SPECIAL MEETING MINUTES

Monday, February 26, 2018, 1:30 pm – 3:30 pm

County Administration Building
Atrium Training Room
625 Court St., Woodland CA 95695

CCP Members, Executive Committee: Brent Cardall, Chief Probation Officer, Tracie Olson, Public Defender, Ed Prieto, Sheriff, Jonathan Raven Chief Deputy District Attorney, John Miller, Winters Chief of Police,

Voting Alternates/Staff Present: Nate Palmer, Dan Fruchtenicht, Cristina Vazquez, Rosario Ruiz-Dark, Jim Provenza, Ian Evans, Tom Haynes, Eric Banuelos, Carolyn West, Jesse Hoskins, Carrie Scarlata, Patrick Blacklock, Zach Grounds and Lisa Howard.

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1. Call to Order and Introductions – The February 26, 2018, special meeting of the Community Corrections Partnership (CCP) was called to order at 1:44 pm.
 2. Approval of Agenda – *Motion: John Miller, second: Jonathan Raven Vote: Passes unanimously: 5.0*
 3. Community Corrections Partnership Budget Forecast and Discussion Items (action required) (Attachment A)
 - A. Re-approve on-going funding for IGT House Annual/Ongoing maintenance costs (Per minute orders from CCP Meeting April 2016)
 - B. Re-approve Court Portal MOU scope and expense
 - C. Approve Funding for new CAO CCP Analyst
 - D. Review and discuss budget scenarios with Department of Finance budget memo; provide direction.

CAO Blacklock introduced our new Analyst Mr. Jesse Hoskins.

Tom Haynes, Chief Budget Official, outlined the Community Corrections Partnership 2018-19 Budget and Financial Forecast. Each member received handouts (Attachment A). Mr. Haynes presented two possible budget scenarios to use as a base for upcoming budget discussions, at the request of the CCP members. The first scenario assumed that 2018-19 funding requests would be based on the full costs of department CCP programs, without the funding reductions included in the 2017-18 Adopted Budget.

The second scenario assumed that funding requests would be based on the 2017-18 Adopted Budget with funding reductions in place. The CCP voted to adopt the second scenario as the approach for the 2018-19 budget moving forward. Motion: Tracie Olson, second: Ed Prieto, Vote: Passes 4.0

4. Public Comment -
5. Requested Future Agenda Items -
6. Next Meeting: **Monday, March 12, 2018 at 1:30 p.m.** in the Atrium Training Room of the County Administration Building
7. Adjournment – *Motion: Brent Cardall, second: Ed Prieto, motion passes 5:0 the meeting was adjourned at 2:10 p.m.*

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