



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

Thursday, January 13, 2022
10:00 a.m. to 12:00 p.m.

Join Zoom Meeting:
<https://zoom.us/j/94582709821?pwd=ZEk3bjNkYTdYc0lyeDBObiRLU0ZkQT09>

Meeting ID: 945 8270 9821
Passcode: 473956

Join by Phone:
Dial: (669) 900-6833
Enter the Above Meeting ID and Passcode

Agenda

1. Welcome, Introductions & Announcements
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
3. Approval of Record of Actions from the December 9, 2021 CAB General Meeting (**Attachment 1; See Pg. 4-8**) [VOTE]
4. CAB Officer Elections (**Attachment 2; See Pg. 9-11**) [VOTE]
5. Receive Reports from CAB External Meetings:
 - a. Report from the BOS Meeting
 - b. Report from the PPC Meeting
6. Discuss Planning for 2022 CAB Retreat
7. Adjourn to next General Meeting: February 10, 2022, 10:00 a.m. to 12:00 p.m.

<u>Next Meetings:</u>		
<u>CCP Exec Committee</u> Friday, March/April TBD, 2022 10:30 a.m.	<u>Public Protection Committee</u> Thursday, January/February TBD, 2022 10:30 a.m.	<u>Community Advisory Board</u> Thursday, February 10, 2022 10 a.m. to 12 p.m.
<u>Outreach & Community Engagement Subcommittee</u> Tuesday, February TBD, 2022 10 a.m. to 11:30 a.m.	<u>Program & Services Subcommittee</u> Thursday, February TBD, 2022 11:30 a.m. to 1 p.m.	<u>Policy & Budget Subcommittee</u> Friday, February TBD, 2022 10:30 a.m. to 12 p.m.

☺ *The Office of Reentry & Justice will provide reasonable accommodations for persons with disabilities planning to attend Community Advisory Board 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 Community Advisory Board less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 202, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available on line at <https://www.contracosta.ca.gov/4165/Community-Advisory-Board>*

✉ *Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time.*

For Additional Information Contact:

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Office of Reentry & Justice
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Patrice.Guillory@orj.cccounty.us

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB	Assembly Bill	HIV	Human Immunodeficiency Syndrome
ABAG	Association of Bay Area Governments	HOV	High Occupancy Vehicle
ACA	Assembly Constitutional Amendment	HR	Human Resources
ADA	Americans with Disabilities Act of 1990	HUD	United States Department of Housing and Urban Development
AFSCME	American Federation of State County and Municipal Employees	Inc.	Incorporated
AICP	American Institute of Certified Planners	IOC	Internal Operations Committee
AIDS	Acquired Immunodeficiency Syndrome	ISO	Industrial Safety Ordinance
ALUC	Airport Land Use Commission	JPA	Joint (exercise of) Powers Authority or Agreement
AOD	Alcohol and Other Drugs	Lamorinda	Lafayette-Moraga-Orinda Area
ARRA	American Recovery and Reinvestment Act	LAFCo	Local Agency Formation Commission
BAAQMD	Bay Area Air Quality Management District	LLC	Limited Liability Company
BART	Bay Area Rapid Transit District	LLP	Limited Liability Partnership
BCDC	Bay Conservation & Development Commission	Local 1	Public Employees Union Local 1
BGO	Better Government Ordinance	LVN	Licensed Vocational Nurse
BOS	Board of Supervisors	MAC	Municipal Advisory Council
CALTRANS	California Department of Transportation	MBE	Minority Business Enterprise
CalWIN	California Works Information Network	M.D.	Medical Doctor
CalWORKS	California Work Opportunity and Responsibility to Kids	M.F.T.	Marriage and Family Therapist
CAER	Community Awareness Emergency Response	MIS	Management Information System
CAO	County Administrative Officer or Office	MOE	Maintenance of Effort
CCHP	Contra Costa Health Plan	MOU	Memorandum of Understanding
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CCP	Community Corrections Partnership	NACo	National Association of Counties
CDBG	Community Development Block Grant	OB-GYN	Obstetrics and Gynecology
CEQA	California Environmental Quality Act	O.D.	Doctor of Optometry
CIO	Chief Information Officer	OES-EOC	Office of Emergency Services-Emergency Operations Center
COLA	Cost of living adjustment	ORJ	Office of Reentry & Justice
ConFire	Contra Costa Consolidated Fire District	OSHA	Occupational Safety and Health Administration
CPA	Certified Public Accountant	Psy.D.	Doctor of Psychology
CPI	Consumer Price Index	RDA	Redevelopment Agency
CSA	County Service Area	RJOB	Racial Justice Oversight Body
CSAC	California State Association of Counties	RJTF	Racial Justice Task Force
CTC	California Transportation Commission	RFI	Request For Information
dba	doing business as	RFP	Request For Proposal
EBMUD	East Bay Municipal Utility District	RFQ	Request For Qualifications
EIR	Environmental Impact Report	RN	Registered Nurse
EIS	Environmental Impact Statement	SB	Senate Bill
EMCC	Emergency Medical Care Committee	SBE	Small Business Enterprise
EMS	Emergency Medical Services	SWAT	Southwest Area Transportation Committee
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	TRANSPAC	Transportation Partnership & Cooperation (Central)
et al.	et ali (and others)	TRANSPLAN	Transportation Planning Committee (East County)
FAA	Federal Aviation Administration	TRE or TTE	Trustee
FEMA	Federal Emergency Management Agency	TWIC	Transportation, Water and Infrastructure Committee
F&HS	Family and Human Services Committee	UCC	Urban Counties Caucus
First 5	First Five Children and Families Commission (Proposition 10)	VA	Department of Veterans Affairs
FTE	Full Time Equivalent	vs.	versus (against)
FY	Fiscal Year	WAN	Wide Area Network
GHAD	Geologic Hazard Abatement District	WBE	Women Business Enterprise
GIS	Geographic Information System	WCCTAC	West Contra Costa Transportation Advisory Committee
HCD	(State Dept of) Housing & Community Development		
HHS	Department of Health and Human Services		
HIPAA	Health Insurance Portability and Accountability Act		



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

*****RECORD OF ACTIONS*****

Thursday, December 9, 2021
10:00 a.m. to 12:00 p.m.

Join Zoom Meeting:
<https://zoom.us/j/94582709821?pwd=ZEk3bjNkYTdYc0lyeDBObiRLU0ZHQ09>

Meeting ID: 945 8270 9821
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Agenda

Members Present: Michael Pitts, Crawford Carpenter, Lila Blanchard, Jon Ta Davenport, Azi Carter, Nicole Green, Mark Thomas, Dale Harrington, Dr. Terrence M. Cole, Dr. Michelle Hernandez, Nakenya Allen, Chala Bonner

Members Absent: DeVonn Powers

Staff Present: Patrice Guillory, Monique Tate

Others Present: Jill Ray, Alicia Nuchols, Charles Brown III, Antoine Watt, Adey Teshager, Alexis Parsons, Rhody McCoy, Darryl Coachman, James Worley, Tiffany Anaya, Lauren Nicole, Trecinna Lankford-Abundis, Terry Dunn

1. Welcome, Introductions & Announcements
 - Convened – 10:00 a.m.
 - Announcements: See below:
 - Patrice Guillory: ORJ's launch of AB 109 Community Programs RFPs;
 - Tiffany Anaya: RSC hosting an Orientation for their upcoming Alpha Cohort on 12/9/21 and 12/10/21;
 - Lila Blanchard: Rubicon seeking an Impact Coach at their 101 Broadway location in Richmond;
2. Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
 - No Public Comment was received.

3. Approval of the Minutes from the November 17, 2021 CAB General Meeting (Attachment 1; See Pg. 4-10) [VOTE]
 - No Public Comment was received.
 - Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - Motion: Dr. Hernandez
 - Second: Dale Harrington
 - Passed unanimously

4. Report on CAB Ambassador Meetings (Attachment 2; See Pg. 10-23)
 - Public Comment was received.
 - Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - Chala Bonner: Provided highlights to CAB full body on meeting w/ Supervisor John Gioia;
 - Dale Harrington/Michael Pitts: Provided highlights to CAB full body on meeting w/ CAO Monica Nino;
 - Mark Thomas/Michael Pitts: Provided highlights to CAB full body on meeting w/ Acting Public Defender Ellen McDonnell;
 - Lila Blanchard: Provided highlights to CAB full body on meeting w/ Supervisor Candace Andersen;
 - Lila Blanchard: Provided highlights to CAB full body on meeting w/ Sheriff David Livingston;
 - i. Actions for CAB:
 1. Data Shared w/ RJOB: Patrice briefly shared background and context on the data that the Sheriff's Office has recently shared with RJOB; Provided link to data in the chat;
 2. 5150 Calls: Patrice commented on this action item, confirming that this data was not part of the data that has been shared w/ RJOB to date; However, the Sheriff's Office funding was approved to hire additional MHET Officers/Clinicians to address mental health response needs; Jill elaborated further on approved funding to improve crisis response needs; Doesn't believe this data would be helpful to CAB since this is a countywide issue already being addressed; Lila would still like to see this data;
 - Patrice Guillory: Briefly covered the Executive Summary highlighting the major themes that came up in this year's Ambassador Meetings;
 - Jill Ray: A significant amount of money was allocated from Measure X to create a Housing Trust Fund, a year over year contribution of \$10 Million; Recommends CAB be part of those conversations on how to best allocate those resources (i.e., rental relief, permanent supportive housing, rapid housing) rather than going to Measure X with a request for specialized funding;
 - Michael Pitts: Briefly commented on the missed Ambassador Meeting w/ EHSD; Would like to get this meeting completed before the end of the year; Expressed that many of CAB's goals have been determined for CAB in these Ambassador report outs;

5. Approval of Amended Operating Guidelines (Dr. Terrence M. Cole and/or Crawford Carpenter)
 - a. Nov 16 Report Out & Nov 29 (Canceled due to quorum) (Attachment 3; See Pg. 24-36) [VOTE]
 - i. Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Crawford Carpenter: Provided highlights to CAB full body;
 - iv. Jill Ray: Confirmed that any language requesting that a public meeting convene without quorum or resume when quorum has been lost, would be in violation of the Brown Act; One provision that the Mental Health Commission added was to allow the Chair of the full body to stand in as a Pro Tem Member to make quorum;
 - v. Michael Pitts: Recommends that the Ad Hoc Working Group convene another meeting to finalize CAB's asks; Possibly a January meeting at the minimum;
 - vi. No motion initiated
6. Receive Reports from CAB Subcommittees & External Meetings:
 - a. Report from the BOS Meeting
 - i. Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Michael Pitts: Provided highlights to CAB full body;
 - iv. Jill Ray: Provided update on Final Redistricting Map;
 - b. Report from the PPC Meeting
 - i. No Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Michael Pitts: No PPC meeting to report out on;
 - c. Report from the CCP Meeting
 - i. Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Michael Pitts: Provided highlights to CAB full body; Briefly reiterated the Voting Member appointments of Mark Thomas, Dale Harrington, and Darl Michael, effective 1/1/22;
 - iv. Patrice Guillory: Briefly highlighted that CAO recommended at the time not to move forward with any new program modifications and to just approve baseline request; CAB's proposal as presented (i.e., 3% COLA increase for each year over the next 3 years) was viewed by CCP as a baseline request, therefore approved; Sheriff's Office asked for (2) additional MHET Officers; Discussed at length whether AB 109 funding was the appropriate funding source for Stand Together CoCo; Some CCP Members referenced their Ambassador Meetings w/ CAB; Many kind words expressed for CAB's Chair, Michael Pitts;




- v. Jill Ray: Clarified that the MHET Program didn't initially include the Behavioral Health Clinicians and the larger funding request was to account for this;
 - d. Report from the Outreach & Community Engagement Subcommittee Report (Nakenya Allen) (Attachment 4; See Pg. 38-39)
 - i. No Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Nakenya Allen: Provided highlights to CAB full body;
 - e. Report from the Programs & Services Subcommittee Report (Lila Blanchard) (Attachment 5; See Pg. 40-41)
 - i. Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Lila Blanchard: Provided highlights to CAB full body;
 - 1. Action for CAB: Programs & Services Subcommittee will request at the CCP meeting that a committee be formed to research and suggest ways that Restorative Justice can be used for AB 109 services. This committee will be suggested to collaborate with the Racial Justice Oversight Body's committee on diversion;
 - a. Patrice Guillory: Recommends that CAB prepare this specific ask and present solution when CCP agendaizes their Policy Recommendation on RJ;
 - b. Michael Pitts: Recommends that CAB decides what outside boards CAB Members need to be assigned to follow what's going on;
 - c. Patrice Guillory: Also suggested that CAB use the Retreat as a time to further define boards that CAB should be attached to;
 - d. Lila Blanchard: How do we proceed?
 - e. Michael Pitts: Recommends we come out of our next Retreat with at least (3) topics that CAB will tackle in 2022;
 - f. Patrice Guillory: ORJ can work with CAO to get a 2022 Schedule and determine when the CAB Policy Brief Recommendations will be agendaized; Programs & Services has some time to between now and the first CCP Meeting to develop the ask here;
 - f. Report from the Policy & Budget Subcommittee (Jon'Ta Davenport) (Attachment 6; See Pg. 42-43)
 - i. No Public Comment was received.
 - ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
 - iii. Jon'Ta Davenport: Provided highlights to CAB full body;
7. Update on Retreat Planning
- a. Discuss scheduling for 2022 CAB retreat

- i. Public Comment was received.
- ii. Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
- iii. Monique Tate: Suggested CAB convenes Retreat Day 1 prior to 2/10/22 CAB General Meeting.
- iv. Patrice Guillory: Provided context to CAB NEW Members on Retreat's purpose, process in planning, etc.
- v. Michael Pitts: Encouraged Subcommittees to convene their first meeting in February 2022;
- vi. Patrice Guillory: ORJ will survey CAB Members offline w/ a few options;

8. Adjourn to next General Meeting: January 13, 2022, 10:00 a.m. to 12:00 p.m.

- Public Comment was received.
- Discussion: See below. See video here for more details: <https://youtu.be/gVv6FMz2LyM>
- All: Accolades to Michael Pitts and Chala Bonner for their service as they term out;
- Adjourned – 12:00 p.m.

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For Additional Information Contact:	
Patrice Guillory Office of Reentry & Justice Phone (925) 313-4087; Fax (925) 313-4191 Patrice.Guillory@orj.cccounty.us	

Section 3. To fill a midterm CAB voting member vacancy with a CAB alternate member if any CAB alternate member is nominated to fill the vacancy by a CAB voting member, or a CAB alternate member vacancy with any newly nominated individual, a 2/3 vote of a quorum of CAB during any regular or specially noticed CAB meeting is required before presenting the newly nominated individual to the CCP for appointment. A vote for the nomination of a person to fill a midterm CAB Member vacancy can be taken on the motion of any CAB voting member. Following CAB approval, the newly nominated individual shall be presented to the CCP for appointment at the next regularly scheduled CCP meeting.

In filling any vacancy, CAB shall be guided by the criteria set forth in Article 3, Section 1 to ensure the balance of countywide representation and areas of expertise are maintained wherever possible. In filling any vacancy, preference shall also be given to any alternate members who have a consistent record of meeting attendance and participation. Whenever practicable, for any vacancy occurring within the first thirty (30) days of CCP appointing the annual CAB slate, individuals nominated for the vacancy should come from the most recent pool of CAB membership applicants.

Section 4. CAB Members are required to attend all regularly scheduled meetings. Members may miss up to three (3) regular meetings for any reason. Members who are absent from four (4) regular meetings will automatically be removed from CAB.

Any individual removed from the CAB under this section, or through the provisions of Article 3, Section 5, is eligible to pursue future membership on the CAB in the usual manner. Only individuals removed from the CAB through the provisions of Article 3, Section 6 will be deemed ineligible for future CAB membership.

Section 5. A Member may resign from any CAB appointment, including CAB membership, by written notice delivered to the CAB Chair, CAB Vice-Chair or ORJ.

Section 6. The CAB may remove any Member from any appointment, including CAB membership, for actions detrimental to the CAB or the Contra Costa County Reentry Strategic Plan by an approval of a removal action by 2/3 vote of a quorum of CAB during any regular or specially noticed CAB meeting. Before any vote on a removal action can be taken, there must be a motion that clearly states a Member's alleged detrimental actions, and how these actions qualify the Member for removal under the provisions of this Section.

ARTICLE 4

Officers

Section 1. The officers of CAB shall be the Chair, Vice-Chair, and Secretary. Each Member's status as an officer ends with their annual term of membership unless the Member renews their status as an officer along with their CAB membership in accordance with the provisions of Article 3, Section 2. Any action to remove a Member's officer status must occur in accordance with the provisions of Article 3, Section 6.

Section 2. The CAB Chair shall be responsible for conducting CAB meetings, developing and distributing agendas in collaboration with the ORJ, and for the convening of any necessary working groups or ad hoc committees.

Additionally, the CAB Chair shall have the power of appointment as required to accomplish CAB business. This power shall include the sole discretion to appoint and remove a Member to any role or duty specifically assigned to the CAB Chair, or their designee. Any other appointment by the Chair will be ineffective after ninety (90) days without subsequent action by the CAB, during any regular or specially noticed CAB meeting, approving the appointment.

The CAB Chair is also responsible for ensuring the duties of the Secretary are carried out in the Secretary's absence, and for providing necessary status reports concerning CAB business to the CCP, Contra Costa Board of Supervisors, the subcommittees of either body, and to the general public.

Section 3. The CAB Vice-Chair shall act for the Chair in his or her absence. The Vice-Chair shall also serve as the Committee Chair of the Policy and Budget Committee and shall be responsible for the development, timely presentation, and reporting of CAB's approved annual Budget and Advisory Policy Recommendations to the CCP for consideration.

Section 4. The CAB Secretary shall record, produce and provide for the availability and distribution of minutes for each regular and specially noticed CAB meeting. The Secretary shall also be responsible for maintaining CAB attendance records, email lists controlled by CAB, and the CAB online calendar.

Section 5. The first order of CAB business for any meeting where there is an officer vacancy shall be an attempt to fill the vacancy by first selecting a Chair, then a Vice-Chair, and finally a Secretary. It shall be the duty of the CAB Chair to facilitate this process, with assistance from the ORJ as necessary.

Section 6. Voting for any officer position must occur during a regular or specially noticed CAB meeting. A voting member is properly nominated for voting to an officer position when, before the first vote of a meeting for the position, any other Member provides either a verbal nomination or a second of the voting member's verbal self-nomination.

When voting for an officer, all Members present shall have exactly one vote. Only votes for a properly nominated Member will be counted, and all other votes will be treated as an abstention. To be appointed to a CAB officer position, a properly nominated Member must obtain the most votes in a single round of voting. If no Member receives the votes required for appointment, a second vote shall be taken where only Members who have received the largest number of votes in the previous round of voting will continue to be recognized as properly nominated.

After at least two unsuccessful votes for an officer, the CAB Chair may call for the subsequent vote to be by lot consisting of exactly 5 Members who are not properly nominated for the officer position. At any time proper to call for voting by lot for an officer position, or at any time no Member is properly nominated for an officer position, the CAB Chair may call for an immediate vote on their own motion to suspend further voting on the officer position for the remainder of the current meeting. This motion to suspend shall not require a second, but otherwise shall proceed as any other general CAB action.

ARTICLE 5 Meetings and Notice

Section 1. Open public meetings shall be conducted in accordance with the provisions of the "Brown Act" (Government Code Secs. 54950 ff.) and the County's Better Government Ordinance ('BGO') including the pre-meeting posting of the agenda.

Section 2. The regular meetings of CAB shall be held on the second Thursday of every month from January through December.

Section 3. The regular meetings shall be held at the Probation Department, located at 50 Douglas Drive, Second Floor, Martinez, CA, from 10:00 a.m. to 12 p.m., or as otherwise designated by the CAB.

Section 4. A quorum of CAB voting members is required for a meeting of the full CAB to proceed. A quorum of CAB Members shall be a majority of the number of the seated voting CAB members. CAB may only take action by a simple vote of the quorum unless a more demanding majority is explicitly called for in these guidelines. Alternate members shall not participate in voting at any regular or special CAB meeting except where stated in these Operating Guidelines, or when explicitly designated by the CAB Chair to represent the vote of an absent voting member. This voting designation shall apply only for the duration of the specific CAB meeting in which such a designation occurs. Alternate members may, at the discretion of the CAB Chair, be designated to represent the vote of any absent voting member, however, first priority shall be given to an alternate member who represents the same region of the County that the absent voting member represents.

Section 5. Agendas for each meeting shall be emailed to the Community Corrections Partnership email list at least seventy-two (72) hours before each regular meeting.

Section 6. CAB shall hold special meetings as necessary to ensure timely and effective input on realignment related planning, or for other urgent matters. Special meetings may be called by the CAB Chair or by a majority of CAB Members. Agendas shall be posted and emailed to the Community Corrections Partnership email list at least twenty-four (24) hours before each special meeting.