

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

November 10th, 2016
10:00 a.m. to 12:00 p.m.

Probation Dept., Sequoia Room
50 Douglas Drive, Martinez CA

Agenda

- 10:00 Introductions and Announcements
- 10:10 Public Comment
- 10:20 Approve September 8 & October 13 CAB Minutes **[VOTE]** (See Attachment A/B)
- 10:30 Committee Updates
 - CCP (Donté)
 - Public Protection Committee (Angelene)
 - o Juvenile Fees Moratorium
 - Legislative Committee (Donté)
- 10:45 Update, CAB Programs & Services Committee (Talia) (Attachment C)
 - Recruitment & Application Work Group to present slate of recommendations to fill CAB vacancies
 - Vote to accept recommendations and present at CCP meeting **[VOTE]**
- 11:00 Update, CAB Policy & Budget Workgroup (Angelene)
 - CCP 2017 Budget (Stephanie)
- 11:25 Innovations Fund (Stephanie)
- 11:40 CCP Community Seat Appointment (Stephanie) **[VOTE]**
- 11:50 Update, Online Reentry Events Calendar (Jason) (See Attachment D)
- 12:00 Adjourn

Next Meetings:

CCP Exec Committee

Friday December 16, 2016
8 a.m.
Probation Dept, Sequoia Room
50 Douglas Drive, Suite 200
Martinez, CA 94553

Public Protection Committee

Monday, November 28, 2016
9 a.m.
County Admin. Bldg., Room 101
651 Pine Street
Martinez, CA 94553

Community Advisory Board

Thursday, December 8, 2016
10 a.m. to 12 p.m.
Probation Dept., Sequoia Room
50 Douglas Drive, Suite 200
Martinez, CA 94553

The Community Corrections Partnership (CCP) will provide reasonable accommodations for persons with disabilities planning to attend CCP Executive Committee 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 CCP Executive Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 201, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available on line at <http://www.co.contra-costa.ca.us/index.aspx?nid=3113>

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

For Additional Information Contact: Donté Blue, Committee Staff Phone (925) 313-4158 Donte.Blue@prob.cccounty.us

ATTACHMENT A
MINUTES OF SEPTEMBER 8 CAB MEETING

CAB Meeting Minutes
September 8, 2016, 10:00 AM

CAB members: Angelene, Talia, Jason, Adam, Candace, Patrice Harlan, Jill, Lara, Chrystine, Ellen, Ed Diokno, Jill Ray, Charles Brown, Kathleen Lowe, Phil Arnold, Donté, Rachelle Buckner, Martine Blake (community member), Mike Davila (Admissions Director for HealthRight 360), Todd Billeci, Derrick Evans

- 1) Angelene chairs, calls to order at 10:03
- 2) Introductions
 - a) Angelene is going to move some things on agenda since Candace has to leave early
- 3) Announcements:
 - a) WDB and CoCo College Career Fair 10/5 10-1, free but participants must register; Chrystine says that she will place some flyers at the jail.
 - b) Ellen: East Bay Stand Down 9/15-9/18 for Veterans at Alameda County Fairgrounds; get them registered as soon as possible, and if Veterans want to get CoCo and Alameda traffic cases resolved, and if they register by tomorrow, the cases will be heard at the event on Saturday 9/17.
 - i) Note to CAB: Would be useful if AB109 funds could be used in the future to help offset costs to provide clerks. Lara says that she can distribute info via the county list.
 - ii) Donté suggests the CAB work with Public Defender to develop a sense of cost, for future consideration by CCP
- 4) Public comment on anything not on the agenda
 - a) None
- 5) Calls item to approve minutes from August
 - a) Jill has one correction to name of Gail/Gayle; Rebecca will correct
 - b) Angelene motions/Talia seconds, no discussion, calls the vote, all in favor, no abstentions
- 6) Calls item on Programs and Services committee
 - a) Talia presents
 - i) Donté mentions that the minimum requirements are not very onerous, requiring just a few hours in a month.
 - ii) Donté points out that the application is attached in the packet, with the modifications to include a page of information considered confidential.
 - b) Jill has some suggested edits:
 - i) Gender is included only as binary; Talia suggests leaving it blank for fill-in
 - ii) Ethnicity: Make so you can select more than one

- c) Harlan asks about deadline for current members to affirm their intention to renew:
- i) Angelene says everyone has responded, except Jason (who now expresses his intent to renew) and Adam (who now expresses his intent to renew)
 - ii) This means that there will be five vacancies.
 - iii) Jill asks whether CAB has considered making applications an ongoing open opportunity.
- d) Voting items are on page 9 of the packet:
- i) Recruitment request
 - Angelene asks for a motion regarding the recruitment: Patrice/Jason M/S, no discussion, all in favor, no abstentions
 - ii) Authorize P&S Committee to serve as the Ad Hoc Application/Recruitment Work Group
 - The work group's meetings will be open and anyone can contribute to the conversation, but only CAB members will be authorized to vote the candidates.
 - Patrice/Angelene motions for P&S to serve as the Ad Hoc Application Work Group, and to accept the application form with the identified edits, and to have voting restricted to CAB,: no discussion; vote: all in favor, no abstentions
- 7) Calls item on report on PPC meeting; Donté reports
- a) There was a special session of 8/15 to approve the Racial Justice Task Force membership
 - i) Matter goes to BOS on 9/13.
 - b) Donté mentions that the draft RFP for RJC task force support will to go PPC for 9/26 for release shortly thereafter
- 8) Calls item on report on Network Services RFP; Donté reports
- a) Bidders conference last week
 - b) Stephanie is on the panel as CAB rep
 - c) RFP due 9/15 at Noon, not at 5 PM
 - d) Interviews the following week, with recommendations forwarded to the October 7 CCP meeting, then to BOS to 10/18, for target contract start date 11/1.
- 9) Calls item for update on Policy and Budget; Angelene reports
- a) Next meeting 9/19 at 1:30 at 50 Douglas Drive, just before QAC meeting
- 10) Calls item regarding consideration of development of Reentry Events calendar
- a) Jason presents his online calendar suggestion
 - b) Donté and Jason will work to get it linked to the CAB webpage
 - c) Consensus seems to be that it's best to set it so that administrator must approve events before they are posted
- 11) Calls item regarding presentation by Charles Brown of WDB
- a) Presents with PPT

b) Adam brings up the issue that ITT Tech has gone out of business, and will connect Charles and WDB for debt-remedy options for former students who used WBD resources and could be referred to debt-remedy options.

c) Mike Davila asks about how many clients have SUD or criminal justice issues; Charles doesn't know.

d) Rebecca suggests that local legal organizations could do some training to WDB regarding ban the box and other efforts to educate employers.

12) Meeting adjourned 11:51 AM

- CAB Policy and Budget meeting 9/19/16, 1:30-3:00
- PPC September 26, 2016, 9 AM
- RSG September 27, 2016, noon
- CCP October 7, 2016, 8 AM

ATTACHMENT B
MINUTES OF OCTOBER 13 CAB MEETING

CAB

October 13, 2016, 10:00 AM

CAB members: Stephanie, Jason, Angelene, Patrice, Talia, Pat
Jill, Wayne Garcia, Rebecca, Paul Taylor, Ed Diokno, Chrystine Robbins, Donté, Lara, Charles Turner, Rick
Fortenberry, Harlan Grossman, Leslie (Shelter Inc)

- 1) Stephanie chairs, calls to order at 10:04
- 2) Introductions
- 3) Announcements:
 - a) Charles: Steve Baiter is leaving WDB, with next week as his last week
 - b) Stephanie: RYSE is having a film festival on 10/22, Sat. 7 PM, hands out flyers
- 4) Public comment
 - a) QAC met 9/19/16, discussed innovations fund, CAB was supposed to make recommendations for use of that \$120K. Stephanie and Angelene will set up a meeting of the Policy and Budget committee to discuss and prepare recommendations for November QAC meeting
- 5) Item to approve minutes
 - a) No quorum, one change (Pat participated by phone)
- 6) Item reporting on 9/25 PPC meeting (Donté reports)
 - a) Office of R+J was discussed; CAB made several requests, including the formation of a work group to discuss elements of the plan's implementation; PPC accepted that recommendation, and a work group will be formed, and it's been forwarded to the BOS as a consent item (if anyone submits a speaker card, it becomes a discussion item).
 - b) Juvenile fees were discussed
 - c) DA and EHSD presented and discussed welfare fraud cases
- 7) Item on Policy and Budget meeting; Angelene reports
 - a) Items at the last meeting (9/19/16) included Office of R+J, reentry strategic plan, AB109 operations plan
 - b) Committee will meet to develop recommendations for innovations fund; will schedule that
- 8) Item on Network services: Donté reports
 - a) RFP process concluded, and HealthRIGHT 360 has been recommended for the contract; will be on the BOS to accept on 10/18/16. County has been in conversation with HR360 staff to hit the ground running. Donté has been working with current providers to ensure current continuity and eventual connection to HR360. Contract to start November 1.
- 9) Item on recommending seat for community member on CCP
 - a) Proposal is that CAB hold that seat and appoint that person; hope is to send a letter of recommendation regarding this structure (but not naming a specific designee) to the CCP. This is a structural shift (to give the CAB the authority to hold/appoint the seat – the seat would be held by Chair or designee) on the composition of CCP.
 - b) Talia: This makes sense to her, would support it.

- c) Jill: Todd, as Chair of CCP, is aware of it and supports it.
- d) Angelene: CAB's never had this opportunity before, and she supports it.
- e) Jill: Could go to PPC in November; would need to be agendized. New term starts in January. Next CAB meeting is November 10.
- f) In the absence of quorum, Item has to carry over to next meeting.

10) Juvenile fees: Rebecca provides informational report on the issue

- a) Harlan says RJC is drafting a letter on this, and that RJC members will be meeting with Supervisors about this.
- b) Jill says that it will go to BOS 10/25 for discussion; says that Supervisor Andersen wants this referred to the RJC.
- c) Talia asks about whether this kind of issue applies to adults? There are similar fees for adults, but RSG has not yet raised this issue.
- d) Stephanie says the CAB is not agendized to take action, but the BOS meeting is on 10/25, and people can also contact the RJC
- e) Stephanie will agendize a request for the CAB to take a position, by vote, at the next meeting

11) Item on CAB recruitment: Talia reports

- a) CAB needs to fill five seats; deadline 10/28 by 5 PM
- b) Ad Hoc recruitment committee meeting will be 11/4/16 at 3 PM
- c) CAB has produced a fact sheet and application, with a link to the website
- d) CAB will send an announcement to Supervisor Andersen for her newsletter; they'll need it by the third week in October to announce ongoing recruitment opportunities
- e) Stephanie will agendize a discussion on reviewing membership renewals and operating guidelines, for the next CAB meeting

12) Item on reentry calendar: Jason reports

- a) Discussion on whether it would be managed by CAB or by Office of R+J, and how to pay for it.
- b) Rebecca offers to pay for it for the first year.
- c) Programs and Services should review and prepare a report for the CAB.
- d) Pilot for a first year: RSG will pay for it; CAB will discuss it through programs and services committee; secretary will initially manage it (setting up the account with Rebecca).

13) Item on CAB Input into CA Judicial Council Criminal Justice Initiatives: Jason presents

- a) Judicial council takes on policy issues (research and recommendations); right now they are working on bail reform. Jason met with a member of the Council, and is asking CAB whether it wants to be involved in policy development.
- b) Donté says that bail reform is a hot topic statewide.

- c) Jill says that CAB should check with Lara as legislative analyst to see whether BOS has taken a position, since advisory bodies can't take a position contrary to BOS, but Ed Diokno points out that they can make recommendations. Lara says legislative committee will be reviewing state platforms in October 25, so recommendations for additions to the platform should be made before that, and packet is going out next Wednesday, 10/19/16. There are other opportunities to make recommendations, but if CAB wants it to be added to the official platform, this is the time to do it most easily (later requests would have to be done via amendment).
- d) Legislative Committee: Chair is Glover, and Mitchoff as member
- e) Harlan asks how to make requests to the platform: Anyone (individual or entity) can make a request, which would be given to committee along with a staff recommendation.
- f) Patrice asks Angelene to have the Policy and Budget committee review the notes of the February 2016 CAB strategic plan, and consider matter of bail reform and other elements that should be presented to the County's legislative committee.
- g) Donté suggests that CAB attend the legislative committee meeting on 10/25 at 2 PM, at 651 Pine Street Room 101. Stephanie will follow up and see who from CAB might be available to attend. Patrice will attend (tentatively), and Angelene will follow up

14) Meeting adjourned at 11:30 AM

- PPC: October 24, 2016, 9 AM
- BOS (including fines and fees) October 25, 2016, 9 AM
- CCP: November 4, 2016, 8-10 AM
- CAB Ad Hoc Committee on recruitment: November 4, 2016 at 3 PM, location TBD
- CAB: November 10, 2016
- RSG November 29, 2016, noon

ATTACHMENT C

The Community Advisory Board (CAB) Recommendations for New Members for 2017
Prepared by the CAB Program & Services Committee
To be submitted to the full CAB for consideration and vote on November 10, 2016

Background:

The CCP Community Advisory Board (CAB) has five vacancies to fill for the upcoming 2017 calendar year. Three of these four vacancies occurred during the 2016 term, and one is due to current CAB Chair Stephanie Medley's completion of three years of service. All seven remaining CAB members have chosen to renew their membership for 2017. Current membership is as follows:

Discussion:

CAB voted to empower the Program and Services Subcommittee to act as the application reviewing body for CAB through the Community Engagement Workgroup. The workgroup met on November 4, 2016. Present were Jason Schwarz (CAB Secretary), Talia Rubin (Subcommittee Co-Chair), Patrice Guillory (CAB Member), Angelene Musawwir (CAB Vice Chair), Donté Blue (Reentry Coordinator), and community member Michael Davila. After reviewing the process for CAB seat selection per Article 3 Section 1 of the CAB operating guidelines, each application was reviewed and voted on. A total of five applications were reviewed for the five vacancies, and each was approved unanimously to be recommended for the 2017 CAB.

The five newly recommended CAB Members for 2017 are:

1. *Michael Davila*; resident West County.

Michael currently resides in West County, and has an extensive history of work in programs helping people address their substance use disorders. He is currently employed with HealthRIGHT360, and has experience working with San Francisco's AB109 population through this agency. He also has experience working with individuals in California's prison system whom are pursuing their recovery through therapeutic communities.

2. *Chelsea Brown*; employed in Central County.

Chelsea works with Goodwill Industries' Bridges to Work program. She has a passion for workforce development for the reentry population, but also has a background in social service work, research, and education reform. She brings with her a wealth of knowledge about the reentry services and providers available to individuals in the central region of the County.

3. *Erica Duggan*; employed in East County.

Erica currently works as the Site Manager of Rubicon Program's Antioch Office. She has a family member who has been involved in the justice system, and has been doing reentry related work for about eight years. Her experience past experience includes developing programs for individuals incarcerated at San Quentin, and also conducting research in field of psychology and the law.

4. *Harry Thurston*; resident East county.

Harry is a retired community member residing in the city of Antioch. He is currently the Chair of the Antioch Police Department Crime Prevention Commission, Vice-Chair of the East Contra Costa Democratic Club, and a member of his local Rotary Club. Harry see’s Realignment as an opportunity to better use resources in locally to ensure individuals are best equipped to successfully reentry society after periods of incarceration.

5. *Chrystal Ellis*; employed in West County.








Chrystal currently works in Richmond at Rubicon Programs, and maintains strong connections to the West County community. She has over 5 years of experience managing social service programs, experience writing and managing grants, and also facilitating meetings. She highlights the importance of quality programs with fiscal accountability and collaborative partnerships.

The full recommended 2017 CAB slate:

<u>West County</u>	<u>Central County</u>	<u>East County</u>
Angelene Musawwir (2015)	Jason Schwarz (2016)	Pat Mims (2015)
Patrice Guillory (2016)	Candace Kunz-Tao (2015)	Adam Poe (2015)
<i>Harry Thurston (NEW)</i>	<i>Chelsea Brown (NEW)</i>	Talia Rubin (2015)
<i>Erica Duggan (NEW)</i>		<i>Michael Davila (NEW)</i>
		<i>Chrystal Ellis (NEW)</i>

ATTACHMENT D
ONLINE REENTRY CALENDAR

Rebecca Brown

back       

Community Advisory Board (CAB) meeting

Thu Oct 13th 10:00am - 12:00pm

[CAB](#) • [community](#) • [justice](#) • [AB109](#) • [Contra](#) • [Costa](#)

2nd Floor, 50 Douglas Dr, Martinez, CA 94553, USA [map](#)



Monthly, public meeting of the Contra Costa Community Advisory Board

Check out the CAB's [Facebook page!](#)

Rebecca Brown

search 10/07/16

Events from Oct 7th



Community Advisory Board (CAB) meeting

Thu Oct 13th 10:00am - 12:00pm

Monthly, public meeting of the Contra Costa Community Advisory Board Check out the CAB's Facebook page!

CAB • community • justice • AB109 • Contra • Costa



Community Advisory Board (CAB)

Thu Nov 10th 10:00am - 12:00pm

criminal • justice • cab • community • advisory • reentry • contra • costa



Reentry Solutions Group

Tue Nov 29th 12:00pm - 2:00pm

community • justice • reentry • juvenile

Rebecca Brown

search 10/07/16

October 2016

calendar by Tockify

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	25	26	27	28	29	30
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					