

ALAMEDA COUNTY PROBATION DEPARTMENT

COMMUNITY CORRECTIONS PARTNERSHIP Programs and Services Work Group

June 11, 2013; 9:00 AM

Probation Center, 400 Broadway, Oakland (Room 405)

MEETING NOTES

Present:	Neola Crosby	Barbara Bernstein	Linda Gardner
	Robert Garcia	Charles Eddy	Baker Lyon
	Steven Jackson	John Holman	Carolyn Graham
	Jason Williams	Teresa LaSalle (recorder)	

Introductions

- The meeting minutes for 5/20/13 were approved with one change. Barbara Bernstein stated that Eden I&R maintains a database of over 2,800 service providers in Alameda County, not 80,000.
- Eden I&R's database also has 79,000 housing units and receives over 100,000 calls annually.
- Neola Crosby stated that a draft copy of Alameda County's Operating Guidelines for the CAB is currently being reviewed by the Executive Committee. At the last meeting, work group members were asked to email Teresa LaSalle or Neola Crosby if they had an interest in participating in the CAB.
- Steven Jackson and John Holman indicated that Centerpoint and Healthy Communities would be interested in participating in the CAB.
- Per Charles Eddy, coalition members of the Alameda County's Coalition for Criminal Justice Reform have an interest in participating in the CAB.
- Carolyn Graham asked if an organization receives realignment money, can they participate in the CAB? Per Ms. Crosby, other counties do not allow this. Ms. Crosby will obtain clarification on Alameda County's plan.
- The deadline to submit applications for the Innovations Grant was Friday, June 7th. Over 100 people attended the informational meeting. Ms. Crosby will report out with additional information at the next meeting.
- Two bidders' conferences were held in May for the employment RFP. The bidders' conference was not well attended. Only one organization showed up in South County. GSA has moved the contract start date to July 30th. Services will be in place much sooner than anticipated.

Programs and Services Work Group Notes

- Realignment resources such as the Implementation Plan, Service Provider Registry, PRCS Caseload and Demographics Updates, Year One Evaluation and Year Two Plan are available on Probation's website under the Realignment tab. Meeting agendas and minutes are also available on the website under Probation's Calendar. Our goal is to have most of the handouts provided at the meetings available online.
- Mr. Jackson asked if there has been an increase in the number of providers signing up on the provider registry? To date, 58 providers have signed up. Since last month, only one provider has signed up. The survey was sent out to the county's SLEB distribution list, Eden I&R's email contacts and everyone attending the CCP and reentry meetings.

Responsibility Chart Updates

Barbara Bernstein reported out on last week's telephone conference call with Ms. Crosby and discussed the steps needed to catalog existing programs and services being used by realigned clients.

1. Develop a survey and follow-up to gain a perspective on who does and does not serve this population.
 2. Keep all data current.
 3. Tag records in different ways for electronic searches for reentry and realignment.
 4. Make sure information is available on the internet and it's easy to find.
 5. Involve the community on the front end and keep them informed on the process.
 6. Keep Deputy Probation Officers informed and make sure the internet is tied to their referral system.
 7. Make the pocket guide available electronically and hand them out at the Day Reporting Center. Ms. Bernstein passed around examples of two pocket guides currently being used as a resource tool for clients.
 8. Make sure people can understand and read the pocket guide.
 9. Market the pocket guide and tell people where they can obtain a copy.
 10. Analyze if it's working or not working and who's using it.
- According to Ms. Bernstein, Eden I&R doesn't ask callers if they were formerly incarcerated. This work group can decide what Eden I&R can do differently. These types of questions can be added to their list of services and the client's information can be tracked. Eden I&R can create a category for reentry and realignment that can link clients to services specific to reentry and realignment.
 - Linda Gardner supports integrating Probation's list of providers and referrals into Eden I&R's larger database rather than duplicating what Eden I&R already has.
 - Mr. Eddy asked if Eden I&R submitted an Innovations application for costs associated with this task.
 - Ms. Crosby stated that the work group's charge is to make a recommendation to the CCP/EC. If there is a cost equated with our recommendation, we need to figure that out and then move it forward to the Executive Committee. These tasks came from the CCP/EC's retreat. Some of our recommendations will have costs associated with them and some will not.
 - Ms. Crosby asked if anyone would like to make a motion to move this recommendation to the CCP/EC.

Programs and Services Work Group Notes

- **Linda Gardner motioned the Programs and Services Work Group create a proposal to integrate realigned and reentry services into the 211 system and create a resource guide. Steven Jackson seconded the motion; 9 Ayes; 1 Abstention. The motion was carried.**
- The proposal should include timelines and costs and be brought back to this work group for approval before making a recommendation to the Executive Committee.
- Ms. Crosby requested Karen Meredith be added to Activity A.
- Linda Gardner would like to be removed from Activity B.
- Ms. Crosby asked for volunteers to work with Carolyn Graham on Activity B.
- Carolyn Graham discussed three barriers clients encounter accessing services:
 - 1) Housing – There are exclusions that prohibit people from obtaining or residing with family members in Section 8 or subsidized housing. If you have been evicted for a serious violation of your lease and if you were convicted of producing methamphetamine are two restrictions.

Housing is a real barrier, especially if they are unable to obtain housing within a couple of days per Ms. Graham. RFPs should address housing issues. If people don't have housing, they can't obtain jobs.

According to Ms. Gardner, there are a number of initiatives related to county-wide homelessness. There are screening tools for applications. If clients are rejected, they have a right to appeal the decisions. Housing programs help with the application and screening process. Non-profits have incentives to help clients obtain housing. PERKS works to create affordable housing and works with willing landlords.

East Oakland Community Project is expanding their relationship with landlords and helping people access housing.

- 2) Transportation – Outside of Oakland, and in cities like Fremont and Livermore, transportation becomes a barrier. If you don't have access to a vehicle, you must rely on BART or AC Transit.

Probation is expanding their Transportation Unit for juveniles according to Ms. Crosby. We are currently hiring transportation workers to transport youth to and from Evening Reporting Centers. We can explore providing transportation for adults. In the past, SSA was creative in using AC Transit and shuttles during off hours to connect people to transportation; however, there was a tremendous cost. At this time, DPOs give clients BART and bus tickets.

Per John Holman, if you have served enough prison time, you are automatically designated as disabled and eligible to obtain SSI and discounted Connection Cards.

- 3) Computer skills and education level – This is a huge problem for people coming out of prison. They need to know how to use a computer to find employment.

Programs and Services Work Group Notes

This county has a number of computer labs that are not overly used. Computers are available at Eastmont, One Stops and local libraries. Basic computer training should be offered prior to leaving prison. Local prisons are working on a reentry plan and computer training is part of their plan. On the county side, the Day Reporting Center and Santa Rita Transition Center can offer computer training.

When we look at employment RFPs, we can look for responses that include computer literacy.

- Chief Harris mentioned that the Executive Committee is working on locating a site for the future Transition Day Reporting Center. In order to keep costs down and open the site quickly, they are looking at county-owned buildings with at least 25,000 square footage. Chief Harris plans to meet with Ms. Crosby to discuss the recommendations. Details of the Day Reporting Center and Santa Rita's Transition Center were presented at last week's Board meeting. Ms. Crosby can provide copies of the presentation to the work group members.
- Our second priority is forming the CAB. Chief Harris plans to honor the work of this work group. The baseline on how the CAB gets formed will start with this group. Chief Harris appreciates the work this group is doing and she is adamant that first consideration will be given to members of this work group to participate in the CAB. If people are vying for funding, we are still working on putting together the ramifications of participating on the CAB.
- For the Innovations Fund, we plan to look at applications that address transportation and computer literacy assistance.
- Jason Williams apologized for Ali Knight who could not attend today's meeting. Mr. Knight will compile a one page document identifying the list of resources supporting the use and integration of Evidence Based Practices (EBP) for AB 109 clients. Mr. Knight identified Criminal Justice Center Law School and Vera Institute of Justice as resources to develop the definition of EBP.
- Mr. Knight would like additional clarification on 3 items:
 - 1) Will the document serve as an internal document for the work group or an official memo to the Executive Committee?
 - 2) Should the document be a summary of providers or a reference list?
 - 3) Will the list of services be free, or will there be costs associated with providing EBP services?
- Ms. Crosby stated that once the work group has a chance to review the document, we can address Mr. Knight's questions.
- Activity D is on hold.
- Activities E, F and G have been combined.
- Steve Jackson volunteered for Activities B&G.

Programs and Services Work Group Notes

- The next sub-committee meeting will focus on the Day Reporting Center and Santa Rita's Transition Center on June 20th from 9-11 am in Room 405 at the Probation Center.
- Karen Meredith developed a flow chart that will be presented at the June 20th meeting. The group defined the population and discussed what services the population should receive. The vision is for those coming out of Santa Rita and state prison to receive mandatory services. It can be voluntary for everyone else. The incentive piece would be a condition of their probation. Chief Harris is advocating for housing and family reunification because it is mandatory for this population.
- The Sheriff's Office has 2 social workers from DSAL working on Operation My Hometown. They have a clear model on what they want to do. We need to make sure we are not bifurcating the two systems. We need to have conversations with the Sheriffs on their Transition Center. Operation My Hometown will not be available for every client, but the Day Reporting Center (DRC) will provide services to clients through Alameda County. .
- Teresa LaSalle will email the PowerPoint presented to the Board on June 4th to work group members and have copies available at the next meeting.
- A copy of the PRCS Unit Meeting Minutes was distributed and discussed. Ms. Crosby asked that the document not be disseminated.
- Ms. Crosby asked the Deputy Probation Officers what their clients' strengths were, what services they needed and their issues and challenges. If we don't design a system that addresses their strengths, they turn into deficits.
- Ms. Crosby plans to meet with adult schools to discuss programs and skills training.
- Helping inmates complete CDCR Form 41500 (traffic violation) was discussed. It has to be a state violation for the courts to waive their unpaid fines. Steve Jackson volunteered to work on this.
- If the Deputy Probation Officer calls Child Support Services (CSS) and advocates for their client, CSS will release the hold on their wages. Banks are still taking a legal order or \$125 processing fee every time they check a client's bank account for funds. Banks need to receive the legal order from CSS. Centerpoint sets up an appointment with Child Support Services as part of the client's reentry services.
- Per Neola Crosby, our staff has the ability to help with concrete services. There is a form for discounted DMV IDs and we are looking at ways for Adult Schools to provide programs and training.

The next Programs and Services Work Group Meeting is scheduled from 9:00 – 11:00 a.m. on July 9, 2013 at the Probation Center, Room 405.