

ALAMEDA COUNTY PROBATION DEPARTMENT

COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE

Monday, September 21 · 1:00 p.m. – 3:06 p.m.
via “Microsoft Teams”

MEETING MINUTES

Present:

Wendy Still, Chief Probation Officer (Chair)
Jeff Tudor, San Leandro Chief of Police
Judge Charles Smiley, Superior Court
Nancy O'Malley, Alameda County District Attorney

Richard Lucia, Alameda County Undersheriff
Rodney Brooks, Alameda County Public Defender
Yvonne Jones, ACBH/Health Care Services Agency

Attendees:

Abernathy, Lisa	Crosby, Natasha	Ibalio, Fidencio	Oddie, Sarah
Adams, Lisa	Crosby, Neola	Klein, Meryl	Penn, Curtis
Alams, Adaneica	Dawal, Marcus	Lai, Sophia	Rowland, Shawn
Baker, Karen	Dickey, Scott	Lim, Diane	Smith, Tim
Banks, Raymond	Eddy, Charles	Mason, Joey	Stewart, Darryl
Bituin, Maria Eleanor	Ford, Brian	McGrath, Kathy	Temporal, Gina
Brooks, Rodney	Francois, Linette	Miley, Christopher	von Geldern, Eric
Chen, Howard	Grigsby, Janene	Mitchell, Kelly	Additional Guests: 3
Conner, Shauna	Guillory, Stacy	Muhammad, Cyril	
Cotright, Tamika	Hopkins, Felix	Noble, Lacy	

I. Call to Order and Introductions: Meeting began at 1:00 PM

II. Special Presentation: Neola Crosby was honored and thanked for her guidance, outstanding leadership, unceasing voice for the community and her 23 years of service, which positively impacted the Probation Department and so many lives in the reentry community; the community is better off because of her efforts; she will truly be missed

III. Public Comment on Any Item Listed Below for "Discussion Only": None

IV. Review and Adoption of Meeting Minutes – Chief Still: Meeting minutes from July 20, 2020 were reviewed and approved with the following addition, page 2, E.ii.: Per the DA's office, the information is available and further investigation and research is necessary

V. Community Advisory Board (CAB) Update – Raymond Banks

A. Recommendation to Revise Transportation Stipend

- i. The CAB recommends changing the BOS approved \$50 transportation to a \$50 stipend for attendance/participation

Motion to amend CAB's approved \$50 transportation stipend for justice impacted CAB members to attend CAB meetings to a \$50 stipend for justice impacted CAB members participation/attendance in CAB meetings; Motion passed with unanimous approval

B. Recruitment Equity Program

- i. CAB requested the adoption of a Recruitment Equity Program aimed at ensuring all applications to the Community Advisory Board (CAB) are reviewed in a fair and equitable manner by putting in place a consistent, uniform written set of values for selection that individual Supervisors in each District shall follow
- ii. To accomplish this, CAB's program included the following recommendations:
 - "The District shall notify (via email) and make the CAB aware that they have received an application to the CAB within 5 business days of receiving it."
 - "As soon as an application is sent to the CAB and/or BOS, I suggest that either a CAB membership committee/CAB membership appointee, one with lived experience, and a representative from the BOS review all applications together since it is the CAB members that have to actually work with these future appointees."
 - "If the District decides not to send an applicant's application over to the CAB for consideration, the CAB leadership (Chair/Co-Chair, Vice Chair & Secretary), shall be notified within 5 business days of that decision. The District shall give some detail[s] as to why the applicant was by-passed."
- iii. County Counsel represents the County of Alameda – all expressions of the County to the extent that they are consistent with the Board of Supervisors (Board) desires are County Counsel's client and he represents them all equally
- iv. County Counsel shared with CCPEC, as he has at previous CAB meetings, that there are parts of the Recruitment Equity Program proposal that put CAB generated requirements on the Board – the Board is the ultimate authority in the County; CAB cannot usurp the Board's authority by imposing restrictions on the Board
- v. CAB believes the proposal should be submitted as is to the Board and the Board can pick and choose which parts of the program they choose to honor
- vi. The Board has made clear that each District's needs differ
- vii. It is not the CCPEC's responsibility nor is it within its authority to direct the Board on how they make appointments; the Board is the sole appointing authority
- viii. The issue of CAB vacancies needs to be addressed – Chief Still is committed to talking to the Board
- ix. CAB wants to create a consistent and transparent process – CCPEC members are in favor of transparency, fairness and equity, but understand that the CCPEC cannot dictate to the Board
- x. **Action Item:** Chief Still committed to discussing the process and the desire for more transparency with the Board and reporting back to the CCPEC at the next meeting

Motion to support the Recruitment Equity Program as submitted; No second received; Motion failed

- C. Current CAB Vacancies: District 1: (2), District 2: (0), District 3: (2), District 4: (1) and District 5: (0)

VI. Workgroup Updates

A. Fiscal and Procurement – Wendy Still and Nancy O'Malley

- i. Contracts Update – Current Priorities:
 - Adult Residential Multi-Service Center – anticipate releasing RFP in October
 - Family Reunification – Legal and Therapy Services – revising scope of work, anticipate releasing in November
 - Cognitive Behavioral Therapy and Incentives – anticipate releasing RFP in October
 - Client Resource Forums – revising scope of work for virtual meetings due to COVID

- Evidence Based Practices, Intervention and Incentives
 - Leadership and Entrepreneurship – working on RFP; part of scope includes seed funding
 - Faith-Based Local Community Partnership – working on RFP
 - Women's/Mother's Services
 - Transitional Aged Youth (TAY) Services and Support
 - LGBTQ Services and Resources
 - Restorative Justice Community Circles
 - Father Services
 - Kinship Reentry Workforce – working on RFP, will be submitted to GSA in October
 - Clinics for Reentry Legal Barrier Removal
 - Reentry Client Access Communication and Service Portal
 - Opioid and Alcohol Use Prevention Programs
 - Prison Pre-release Planning and Case Management
 - Indigent Barrier Removal Fund
 - Sex Offender Treatment – anticipate releasing RFP in October
 - Employment – just completed round 4 of the employment quarterly open bid, no additional bids received, will open again in November
- ii. Additional resources need to be allocated to process, monitor and track contracts and RFP's, conduct oversight of CBO funds as well as provide administrative support
- Every new program/contract requires research (evidence based), developing the scope of work, RFP, bidding, award and follow-up
 - Probation will keep processing contracts as quickly as possible
 - The CAB and Fiscal and Procurement Workgroups were presented with a proposal for 10% administrative overhead to cover the cost of processing contracts, developing scope of work and administrative support required after bid/award such as invoicing, contract monitoring and other follow up
 - When feasible, contracts can be augmented; some contracts have multi-year options and can be extended
- iii. FY 20/21 has a remaining 6.8 million dollars to be allocated and \$2 million in trust

B. Process and Evaluation – Rodney Brooks

- i. The Sheriff Department has agreed to change their application to reflect whether or not the applicant works for a CBO that has an AB 109 contract
- The Sheriff Department will turn around applications in two weeks
 - The Sheriff Department has implemented an appeals process (available on their website)
 - Still working on addressing the requirement to list all prior convictions
 - Thank you to Rich Lucia and the Process and Evaluation Workgroup attendees
- ii. Roots Trailer staff gave an overview on the last call – ongoing discussions will continue
- iii. The Process and Evaluation Workgroup's purview is AB 109 Realignment focused – there needs to be a venue to discuss and address issues related to the broader reentry community
- **Action Item:** ACPD will create an Adult Service Providers Meeting (virtual) for discussion and coordination beyond AB109 for all reentry clients
- iv. If there are still outstanding issues, Undersheriff Rich Lucia is open to hearing about them so they can be addressed

C. Programs and Services – Lisa Abernathy

- i. Lisa Abernathy was congratulated and officially introduced as the new Reentry Coordinator
- ii. Review of the Workgroup's meeting on August 27th:

- Informative presentation from the League of Women Voters – shared information about voter eligibility, registration, timeline and why your vote matters
 - Continue discussion about gaps in services – the following gaps were highlighted:
 - (1) Need for training for service providers to help better engage with challenging clients
 - (2) Need for COVID resources – food insecurity, PPE, isolation, etc.
 - (3) Real time advice and timing added to Tyler Supervision
 - BOSS presented Neola with a plaque that she was extremely grateful to receive; BOSS also announced the renaming of one of their sites in the East Oakland area "The Neola Nate Miley Neighborhood Impact Center"; many kind and heart felt sentiments were expressed
- iii. Next month's meeting will be on September 24th
- Family Reunification service providers and Bonafide will both be presenting
 - Will continue the discussion on service gaps

D. Data and Information Management – Nancy O'Malley

- i. The workgroup's focus over the next couple months will be the data gap in how many probation violations are filed, broken down by Probation versus the DA's office

VII. Public Comment on Any Item Not Agendized Within the Jurisdiction of the Committee

- A. There is a six-hour program victims have to go to before they can ask the Court to make changes to a restraining order; this training is meant to empower people so they make informed rather than coerced decisions; need to figure out a way to subsidize the program for indigent victims
 - i. The Family Justice Center has a contract with two separate domestic violence family law firms who offer this service free of charge
- B. For indigent probationers, completing 52 sessions of Domestic Violence counseling is almost an impossibility, which can extend probation longer than anyone ever intended; this is a financial issue that needs to be addressed
 - i. It is legislatively directed that probationers complete the 52-week batter intervention program
 - ii. We may be able to develop a low or no-cost program for indigent probationers – do not want money to be a block to participation because we want them to have access to treatment
- C. There is a Victim of Crime fund for burial, but documented gang members, undocumented residents, and those on probation are not eligible to receive assistance/funds
 - i. **Action Item**: Nancy O'Malley will look into the requirements and report back to Tim Smith and Probation (as an information bulletin) – probation clients may be eligible and there is a fund available for the burial of undocumented residents
 - Shelah Snowden from the DA's office is willing to offer virtual training

VIII. Next Meeting – November 16, 2020

IX. Adjournment – at 3:06 PM