

ALAMEDA COUNTY PROBATION DEPARTMENT

COMMUNITY CORRECTIONS PARTNERSHIP FISCAL/PROCUREMENT WORKGROUP

October 5, 2021 from 3:00 PM to 5:00 PM

Online – Microsoft Teams Meeting

Meeting Minutes

Present:

Marcus Dawal (Facilitator)

Nancy O'Malley (Co-Facilitator)

Abernathy, Lisa	Conner, Shauna	Lampi, Catherine	Spooner, Kamarlo
Ahmadi, Atiqullah	French, Nancy	Lee, Corrine	Stewart, Daryl
Anderson, Deborah	Grigsby, Janene	Li, Juliana	Temporal, Gina
Baker, Karen	Hardamon, Bob	Mason, Joey	Tuck, Lonnie
Belowich, Steven	Jones, Yvonne	Oddie, Sarah	Zatcoff, Tyler
Brooks, Rodney	Kay, Alexandria	Perez, Fina	Additional Guests: 1
Cao, Binh	Ku, Daniel	Smith, Shadeequa	
Chen, Howard	Lacy, Shahidah	Smith, Tim	

1. **Call to Order and Introductions** – Meeting was called to order at 3:00 PM
2. **Public Comment**
3. **Review and Adoption of [September 7, 2021 Meeting Minutes](#)** – Minutes reviewed and approved
4. **[Agenda Item Request \(AIR\) Form Amendments](#)** – Rodney Brooks
 - a. The AIR is being amended to provide more information and data when requesting new funding or a contract renewal; recommended changes are from the Process and Evaluation Workgroup, and Programs and Services Workgroup
 - b. There are a series of questions each for: **1) new funding** and **2) contract renewal**; for both set of questions, the black ones are for the vendors to answer, and the blue ones are for Probation to answer
 - c. **Suggestion:** The vendors should be answering “What is unique about this program/activity, why is it necessary?”
 - d. Above suggestion is noted and the draft will move forward to the Community Advisory Board (CAB) October 5 meeting
5. **[Contracts Update](#)** – Gina Temporal
 - a. [Employment Vendor Pool](#) – Round 9 bids due 11/3
 - b. [Housing Vendor Pool](#) – Round 3 due on 10/5; Round 2 vendor being evaluated; Round 1 contracts are being finalized
 - c. [Adult Residential Multi-Service Center](#) – Aligning scope of work (SOW) to line up with the grant
 - d. [Education](#) – Drafting the Request For Proposal (RFP)
 - e. [Family Reunification: Legal & Therapy Services](#) – RFP routing for final approval
 - f. [Cognitive Behavior Intervention Services](#) – RFP was cancelled; rebidding the RFP
 - g. [Client Resource Forum Coordinator](#) – Finalizing RFP; will release soon
 - h. [Leadership & Entrepreneurship / Kinship Reentry Workforce](#) – RFP for both routing for final approval
 - i. [Faith-Based/Local Community Partnerships](#) – SOW being developed
 - j. [For-Us-By-Us \(Peer Mentoring\)](#) – Will rebid; logic model discussed at 9/23 Programs & Services meeting

- k. Women/Mother's Services – Discussed at the 8/26 Programs and Services meeting to create a logic model; SOW will be developed from that logic model
 - l. Transition Aged Youth Services/Support – Developing the SOW
 - m. LGBTQ Services and Resources – Will go to the January Programs and Services Workgroup meeting for logic model creation; SOW will be developed from that logic model
 - n. Restorative Justice Circles for Adults – Discussed at the 7/22 Programs and Services meeting, and will be further discussed at November meeting; SOW will be developed from that
 - o. Father Services – Discussed at the 7/22 Programs and Services meeting for logic model creation; will develop SOW from that
 - p. Prison Pre-Release Planning and Case Management – Will go to the October Programs and Services meeting
 - q. Early Intervention Court – Will rebid; went to the 9/23 Programs and Services meeting for logic model creation; SOW will be developed from that logic model
 - r. Evidence-Based Practices Capacity Building Workshops / Clinics for Reentry Legal Barrier Removal / Reentry Client Access Communication and Service Portal / Opioid and Alcohol Use Prevention Programs – All four are being researched
6. **AB109 Designation Account Update** – Howard Chen
- a. FY16/17 – FY18/19 Available Funds = \$160,465 (amount includes \$110,217 of unallocated funds and \$50,248 of funds available for reinvestment) (pg. 1, line 42); no changes from last month
 - b. FY19/20 Available Funds = \$715,862 (funds available for reinvestment; no unallocated funds) (pg. 2, line 21); \$550,000 contract fund received for Sex Offender Treatment (pg. 2, line 18)
 - c. FY20/21 Available Funds = \$7,088,862 (Unallocated funds; no funds available for reinvestment) (pg. 3, line 19); \$900 fund received for CAB Note Taker (pg. 3, line 5); \$330,000 fund received for Fair Chance Housing Initiative (pg. 3, line 6); \$1.5 million (M) fund received for Women/Women with Children housing and Sex Offenders housing as part of the \$7.5M FY21-22 Annual Housing Allocation (pg. 3, line 12)
 - d. FY21/22 Remaining Unallocated Funds = \$2,986,907 (pg. 4, line 17); \$200,000 added to Commitments for Career Technical Education to fund the existing contracts (pg. 4, line 4); \$1,167,260 added to Commitments for Family Reunification to fund the existing contracts (pg. 4, line 8)
 - e. FY20-21 to FY21-22 Remaining Unallocated Funds = \$10,075,769 (pg. 4)
 - f. Discuss Criteria for Spending Left Over Funding
 - i. There was a discussion at the last Community Corrections Partnership Executive Committee (CCPEC) meeting on September 20 on how available funds would be allocated; there needs to be clarity on the CCPEC level on how to move forward with these funds for reinvestment
 - ii. A request was made to get the total amount of leftover funds
 - iii. Suggestion was made to keep the funds designated for the original function if the need is still there; also suggested to put the funds in a trust and use half for capacity building nonprofits; Probation responded that there were 58 different entities that participated in the capacity building, and they are in the middle of evaluating the effectiveness of it
 - iv. Probation suggested that the money should be allowed to fall to the bottom-line and made available for what the good of the group wants it available for
7. **Next Meeting** – November 2, 2021 from 3:00 PM to 5:00 PM
8. **Public Comment**
9. **Adjournment** – Meeting adjourned at 3:47 PM