



**Community Corrections Partnership (CCP)
Realignment Implementation Planning Workgroup**

Meeting Minutes
September 27, 2017

Santa Barbara County Probation Department
117 E. Carrillo St.
Santa Barbara, CA

*Participation was held by Teleconference pursuant to Government Code Section 54953(b)
at the following location:*

Santa Barbara County Probation Department
2121 S. Centerpointe Parkway
Santa Maria, CA

CCP Realignment Implementation Planning Workgroup Members in Attendance:

Giovanni Giordani, Chief Trial Deputy – Santa Barbara County Public Defender’s Office
Alice Gleghorn, Ph.D., Director – Santa Barbara County Department of Behavioral Wellness
Tanja Heitman, Deputy Chief Probation Officer – Santa Barbara County Probation Department
Joe Mariani, Captain – Lompoc Police Department/County Law Enforcement Chiefs Representative
Mag Nicola, Chief Deputy District Attorney – Santa Barbara County Office of the District Attorney
Mary O’Gorman, Chief of Staff – Santa Barbara County Board of Supervisors, 2nd District Office
Darrel Parker, Court Executive Officer – Santa Barbara County Superior Court
Vincent Wasilewski, Chief Custody Deputy – Santa Barbara Sheriff’s Office

Members Absent:

Tom Alvarez, Budget Director – County Executive Office of Santa Barbara County
Ray McDonald, Executive Director – Santa Barbara County Workforce Development Board

Staff and Other Attendees:

Spencer Cross, Supervising Probation Officer – Santa Barbara County Probation Department
Paul Clementi, Principal Analyst– County of Santa Barbara County Executive Office
Damon Fletcher, Administrative Deputy Director – Santa Barbara County Probation Department
Darin Fotheringham, Commander – Santa Barbara Sheriff’s Office
Lynne Gibbs – National Alliance on Mental Illness (NAMI)
Marco Medina, Santa Barbara County Workforce Development Board
Ben Meza, Accountant – Santa Barbara County Probation Department
Karyn Milligan, Manager – Santa Barbara County Probation Department
Charles Powell, Commander – Santa Barbara Sheriff’s Office
Suzanne Riordan – Community Member/Families Act
Kelly Rodriguez – Community Member/Families Act
Kimberly Shean, Manager – Santa Barbara County Probation Department
Sylvia Talaugon, Manager – Santa Barbara County Probation Department

- I. **Call to Order and Introductions** – Deputy Chief Tanja Heitman
- The meeting was called to order at 9:04 a.m.
 - Attendees provided self-introductions.

II. Approval of Minutes – All

- A motion was made by Chief Custody Deputy Wasilewski to approve the draft minutes of the August 23, 2017, Community Corrections Partnership Realignment Implementation Planning Workgroup (CCP Workgroup) meeting, as submitted, the motion was seconded, and the minutes were approved.

III. Public Comment – All

- Kelly Rodriguez questioned the Day Reporting Center (DRC) program's referral process, which is administered by Parole. She will work with Probation Manager Kimberly Shean to secure needed information.
- Suzanne Riordan encouraged ongoing inter-agency coordination in the delivery of reentry services. She also expressed gratitude for the support garnered from participation in the Reentry Steering Committee.

IV. Comments from the Chair – Deputy Chief Tanja Heitman

- In follow up to CCP Workgroup discussion of August 23rd regarding the bail reform legislation (California Senate Bill 10 [SB-10]), it was reported that the bill did not make its way from the Legislature to the Governor's desk; however, it was anticipated that it will be significantly modified and restructured to overcome some of the concerns and ultimately move forward as a two-year bill in the next Legislative term.

V. Public Safety Realignment Revenue and Expenditure Status and Projections – Administrative Deputy Director Damon Fletcher

- A status report was circulated of the fiscal year (FY) 2016-2017 Realignment budget as of June 30, 2017, and the unspent fund balance.
- A quarterly report of the FY 2017-2018 funds will not be available for the CCP on October 6th; however, fiscal information through August 31st will be provided.
- Information was shared regarding the County's FY 2017-2018 base allocation and the FY 2016-2017 growth funds. These fiscal elements will be utilized in the development of the FY 2018-2019 budget.

VI. FY 2017-2018 Realignment Budget – Probation Manager Kimberly Shean

- A report of the County's FY 2017-2018 Realignment budget as of July 31, 2017, was circulated as means of laying the foundation for the FY 2018-2019 planning process and to support awareness of the elements currently included in the Realignment Plan. The spreadsheet reflected a re-allocation of some of the line items and the addition of sections identified as "Related Treatment" (specific to the Sheriff's Treatment Program [STP]) and "Re-entry Services." It was agreed that the line items included in the Jail Custody/Jail Staff and Related Treatment/STP categories will require a breakdown of the specific staffing positions that are funded.
- Input was solicited on areas in the FY 2017-2018 budget (i.e., Pretrial Services, Alternative Sentencing, Compliance Response Team [CRT], Mental Health Rehabilitation Center [MHRC], and Community Engagement) that, based upon the gap analysis findings in the JFA Report, may necessitate further review in advance of developing a draft budget for FY 2018-2019. Court Executive Officer Parker requested outcome data and projections related to the Public Defender's Legal Office Professionals (LOP) who process Proposition 47 (Prop. 47) Petitions, as access to the information will support the ability of the Court and the District

Attorney's Office to gauge Prop. 47 impacts and workload needs and to prepare associated funding requests.

- Programmatic information and outcome reports from all agencies receiving Realignment dollars will be needed to ensure a common understanding of all elements included in the budget and to facilitate the Workgroup's ability to develop a funding recommendation for the CCP.
- Deputy Chief Heitman proposed that the FY 2018-2019 Realignment planning timeline be reviewed at the next CCP Workgroup meeting and that the initiatives noted as necessitating further review be prioritized for further discussion.

VII. **Realignment Operational Impact Reports** – Deputy Chief Tanja Heitman

- The preliminary Realignment Operational Reports for the months of July and August 2017 were reviewed. As a result of efforts made by the Criminal Justice Data Committee, retrieval of the Jail's FY 2017-2018 statistical information is now automated. The Jail's shift from the historical hand-count method resulted in consistency in calculating custody and alternative sentencing data on Post Release Community Supervision (PRCS) offenders, Post Sentence Supervision (PSS) offenders, and parolees who incurred technical violations. The new process has caused a rise in the subject data and attendees were cautioned against making attempts to compare the automated data to that which was previously hand-counted. Historical Jail data will be re-run in creating trend lines for the FY 2018-2019 Realignment Plan.
- It was noted that the above referenced calculation change will not impact any data reported to the State or to the University of California, Santa Barbara (UCSB).
- Court Executive Officer Parker indicated that Court data will be more readily available soon, as the backlog in the case management system is expected to be eliminated by January 2018.

VIII. **"New" FY 2017-2018 Programs**

- Updates were delivered on programs that were added to the County's FY 2017-2018 Realignment Plan.
 - A. **Community Engagement** – Chief of Staff Mary O'Gorman
 - A memo on the status of the Community Engagement initiative was circulated and discussed.
 - B. **Mental Health Rehabilitation Center (MHRC)** – Dr. Alice Gleghorn
 - As part of the feasibility study associated to the remodel of the former Santa Barbara Juvenile Hall site for the MHRC and the relocation of the Probation Report and Resource Center (PRRC), Administrative Deputy Director Fletcher accompanied the structural engineer on a follow-up tour of the site. He reported that General Services (GS) will complete a litmus test for the project by October or November.
 - Dr. Gleghorn and Sheriff Brown have collaborated on a configuration for MHRC services and have also deliberated on a best location.
 - A request will be made for GS staff to deliver a project status report to the CCP.
 - C. **Expanded Jail Programming** – Chief Custody Deputy Vincent Wasilewski
 - Expansion of STP has been marked by a series of challenges and backlogs, including the departure of the program's coordinator, Katie Ward, as well as vacant counselor positions.

- Implementation of the Edovo tablets remains pending resolution of a sub-contract with NEC.

D. Supervised Pretrial Release – Court Executive Officer Darrel Parker or Designee

- The Pretrial Release Workgroup has developed a series of protocols for the program, will delineate the roles of all staff, and plans to revisit the response matrix.
- A Deputy Probation Officer (DPO) has been selected to serve as a Pretrial Compliance Officer and participated in training on application of the Virginia Pretrial Risk Assessment Instrument (VPRAI). A second DPO remains pending appointment.
- A vendor has been identified for the outcall notification system.
- The Court’s own recognizance (OR) reports will soon reflect assessment scores.

E. Criminal Justice Data Committee – Fiscal and Policy Analyst Paul Clementi

- An update was provided on progress made with the Master Name Index (MNI). A cost proposal will be developed specific to bringing the Court into the project as the next partner agency.
- The FY 2017-2018 Realignment budget included funding for a staff to oversee the work associated to the data integration effort and its crossover to each agency. The position has been approved for inclusion in the Probation Department’s budget and the associated recruitment will soon open.
- Data Processing Manager John Kuo is slated to demonstrate the MNI for the CCP on October 6th.
- Deputy Chief Heitman has requested that County Counsel assign an attorney to assist in the development of agency data agreements. To guide this effort, Court Executive Officer Parker will supply a copy of the agreement used for the Odyssey conversion for reference.

IX. Update on Stepping Up Initiative and Sequential Intercept Mapping (SIM) – Dr. Alice Gleghorn and Deputy Chief Tanja Heitman

- Lieutenant Kevin Huddle of the Santa Barbara Sheriff’s Office will facilitate a meeting on October 16th to prepare for the upcoming SIM program workshop.

X. Criminal Justice Funding Opportunity Submissions – Probation Managers Kimberly Shean and Karyn Milligan

- The Proposition 47 grant scoring sheets, funding summaries, and rater point synopses were distributed and discussed. Based upon his review, Administrative Deputy Director Fletcher concluded that Santa Barbara County’s application placed as number 24 out of the 58 that were submitted.
- A modified Criminal Justice Funding Opportunity Form template was circulated to demonstrate a method in which Realignment funding requests for consultant grant-writing services could be addressed. There was discussion regarding the complexities of an associated vendor selection process and whether or not it would be beneficial to pre-identify a grant writer with which County agencies have secured successful funding outcomes.
- There was agreement that rather than offering the CCP an open-ended proposal, the CCP Workgroup consider the benefit of developing a Request for Quotation (RFQ) for a vendor with specified area(s) of expertise in grant writing and establish related standards. Dr. Gleghorn offered the participation of Chief Quality Care and Strategy Officer Suzanne

Grimmesey in this endeavor. Updates will be provided to the CCP Workgroup as they become available.

- XI. **Compliance Response Team (CRT) Update** – Probation Manager Kimberly Shean and Commander Darin Fotheringham
- New appointments to the CRT were announced and included Santa Barbara Sheriff Sergeant (Sgt.) Joe Schmidt and Probation Supervisor Spencer Cross. Sgt. Schmidt’s background of work in Probation has proven beneficial to program operations.
 - A CRT activity recap has been exchanged daily between management of the Probation Department and Sheriff’s Office. CRT officers have continued to reward compliance with incentives in the form of gift cards. They have also successfully utilized surveillance techniques to apprehend absconded offenders.
 - Compliance check goal numbers have been redefined to target the amount most aligned to the actual offender population.
- XII. **Alternative Sentencing Update and Planning** – Commander Charles Powell
- On average, the Jail has had between 115-118 offenders on electronic monitoring per month over the past three (3) months; approximately 22 of these were Realigned offenders.
- XIII. **Update on Reentry Steering Committee’s (RSC) Community Engagement Efforts** – Probation Manager Kimberly Shean
- On October 6, 2017, the RSC will propose that the CCP appoint Eddie Perez and Christina Kelley as voting members of the RSC. Both are formerly-incarcerated and the committee anticipates that reentry efforts will be strengthened as a result of their involvement.
- XIV. **Confirm Next Meeting for October 25, 2017, at 9:00 a.m. and Adjourn** – Deputy Chief Tanja Heitman
- The 2017 Results First-California State Association of Counties (CSAC) California County Summit will take place on October 25-26, 2017, the dates of which will conflict with the next CCP Workgroup meeting. A motion was made by Chief of Staff O’Gorman to reschedule the CCP Workgroup meeting from October 25th to October 18, 2017, at 9:00 a.m., the motion was seconded, a vote was taken, and the motion passed.
 - The CCP Workgroup meeting of October 18th will be held at the Santa Barbara County Probation Department, 117 East Carrillo Street, Santa Barbara, California and participation will be available via teleconference at the Santa Barbara County Probation Department, 2121 South Centerpointe Parkway, Santa Maria, California.
 - The meeting was adjourned at 11:05 a.m.

Respectfully submitted by Patti Stadler, Administrative Office Professional Senior