

# MINUTES

## **Santa Barbara Criminal Justice Quality Assurance Committee**

March 16, 2017

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

### In Attendance:

Tanja Heitman, Probation  
Elizabeth Krene, Probation  
Kim Shean, Probation  
Karyn Milligan, Probation  
Carolyn Diaz, Probation  
Katie Ward, Santa Barbara Sheriff's Office  
Jan Capaccioli, Addiction Tree Counseling Service  
Megan Edwards, Community Solutions, Inc.  
Danielle Spain, Community Solutions, Inc.  
Matt Hamlin, Coast Valley Substance Abuse Treatment Center  
Eduardo Cué, Council on Alcoholism and Drug Abuse  
Diane Esparza, Council on Alcoholism and Drug Abuse  
Kevin Warwick, Consultant

The meeting was called to order at 11:05 a.m.

- I. **Introductions** – All
  - Attendees provided self-introductions.
- II. **Review of January 19, 2017, Minutes** – All
  - The minutes of the January 19, 2017, Santa Barbara Criminal Justice Quality Assurance (QA) Committee meeting were approved as submitted.
- III. **Brown Bag Sessions with Facilitators** – Karyn Milligan
  - The first in a series of brown bag sessions for facilitators will be hosted by the Probation Department on April 13<sup>th</sup>. Probation will electronically circulate an associated flyer and the Doodle scheduling feature will be utilized to process reservations. <http://doodle.com/poll/2f773znspfseswu8>
  - The purpose of the brown bag sessions will be to provide a forum in which service delivery experiences can be shared and ideas for improvement can be exchanged. The hosting agency and topics will fluctuate. A future meeting schedule and discussion topics will be addressed on April 13<sup>th</sup>.

- Katie Ward suggested the creation of an informative overview of the general efforts being made by the QA Committee and the Reentry Steering Committee (RSC).

#### IV. **Self-Assessment and Peer Review Update** – All

- Subsequent to the QA Committee meeting of January 19<sup>th</sup>, the self-assessment tool was circulated to QA participants, which resulted in the return of multiple self-assessments and related facilitator/counselor contact information to Manager Krene.
- Next steps in the process included the following:
  - Carolyn Diaz will contact a representative from Good Samaritan to request that self-assessments be conducted by all counselors.
  - Megan Edwards will contact Good Samaritan to schedule Moral Reconation Therapy (MRT) peer review.
  - Katie Ward will connect with Coast Valley Substance Abuse Treatment Center and Sanctuary for peer review of Thinking For a Change and report back at the next QA Committee meeting.
- Batterers Intervention Program (BIP) counselors conducted their own self-assessments, which were advantageous to the BIP staff. BIP peer review is not indicated, as the current curriculum is not standardized and a peer review would not be effective at this time.

#### V. **Program Inventory Update** – Kim Shean and Karyn Milligan

- An inventory of programs offered in Santa Barbara County was circulated and described as the result of a collaborative effort between the Probation Department and Results First. An explanation was provided regarding the extent to which each program was rated as being evidence-based. Adjustments made to services and dosage were reviewed.
- Next step:
  - Karyn Milligan to consider adding hyperlinks to the document's inventory listing in the future.

#### VI. **Contract Criteria Update** – Kim Shean

- Kim Shean has informed the majority of treatment providers of changes that have been proposed for fiscal year (FY) 2017-2018 contracts greater than \$100,000. The modifications include language specific to outcomes and measurables, which will ultimately be reported to the Board of Supervisors.
- FY 2017-2018 contracts will also include dress code standards for providers working at the Probation Report and Resource Center (PRRC), in order to ensure a level of professionalism in dress and appearance that is comparable to what is expected of Probation Department staff.

#### VII. **Agenda Items for Next Meeting** – All

- The next QA Committee meeting will be held on May 18, 2017, at 11:00 a.m. via videoconference at the Probation Department's Santa Barbara and Santa Maria offices.

- Suggested discussion topics included the following:
  - Evidence-based practices' (EBP) dictionary, inclusive of acronyms and definitions (It was noted that the Community Corrections Partnership (CCP) has agreed to adopt broad standard definitions.)
  - Peer assessment status
  - Brown bag follow up
  - Updated program inventory

VIII. **Roundtable** – All

- Katie Ward announced Tona Wakefield's plans to retire from the Santa Barbara Sheriff's Office, which will leave a vacant position on the discharge planning team. The Sheriff's Office intends to fill her position with a new staff.
- Katie also indicated that the Sheriff's Office is accepting applications for a Correctional Counselor position in the Sheriff's Treatment Program (STP). Candidates will be required to have a Bachelor of Arts (BA) degree from an accredited university.

The meeting was adjourned at 12:07 p.m.

EK: PS