

# Sacramento County



## Community Corrections Partnership Advisory Board

*The CCP Advisory Board is responsible for providing ongoing data collection, evaluation and analysis, as well as, input from local agency and community stakeholders, including formerly incarcerated individuals, to meet needs for AB 109 Plan updates due to the Board of State and Community Corrections (BSCC) each December.*

**Agenda:** August 14, 2023, 10:30 AM – 12:00 PM

**Location:** County Administration Center (Open to the Public)  
Board of Supervisors Chambers  
700 H Street, 1<sup>st</sup> Floor, Sacramento, CA 95814

**Invitees:** CCP Advisory Board Members - Melinda Avey (Chair - Community Member), Nina Acosta (Vice Chair - Social Services), Chris Baker (Sheriff's Office), Joe Cress (Public Defender's Office), Robyn Howland (Probation Department), Michelle Jeremiah (Superior Court), Bill Pieper (Community Member), Andrew Soloman (District Attorney's Office), Sameer Sood (Sacramento Police Dept.), Muriel Strand (Community Member)

**Alternates:** Kelly Finnegan (Probation Department), Matthew Hovermale (Sheriff's Office), Alice Michel (Public Defender's Office), William Satchell (District Attorney's Office), Robbie Young (Sacramento Police Dept.)

**Staff:** Laura Foster, CCP Analyst; Peter Zilaff, County Counsel

CCPAB Meetings are Open to the Public.

Topic	Item Type	Presenter (If Applicable)
Welcome, Roll Call, and Public Comment Procedures	Information	Melinda Avey/ Laura Foster
Consent Matters	Action	Melinda Avey
<i>1. Approve Action Summary From July 31, 2023</i>		
Discussion Matters		
2. Update from 8/3/23 CCP Meeting	Information	Laura Foster
3. Discussion of Proposed Amendments to CCPAB Bylaws and Possible Action to Amend CCPAB Bylaws	Discussion/ Possible Action	Laura Foster

Topic	Item Type	Presenter (If Applicable)
4. Discussion of and Possible Action to Approve Preliminary Prioritization of Eligible Programs and Services for AB 109 Plan 2023 Update	Discussion/ Possible Action	Laura Foster
5. Discussion of Program Evaluation and Potential Outcome Measures for Eligible Programs and Services in AB 109 Plan 2023 Update	Discussion	Laura Foster
Matters Not On The Posted Agenda		
6. Public Comment On Off Agenda Items		
Separate Matters		
7. Member Reports	Information	CCPAB Members
Adjournment		

**Next CCPAB Meeting:** September 11, 2023, 10:30 AM – 12:00 PM

**Next CCP Meeting:** October 5, 2023, 8:30 AM – 10:00 AM

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**Public Comment Procedures:**

The CCPAB fosters public engagement during the meeting and encourages public participation, civility and use of courteous language. The CCPAB does not condone the use of profanity, vulgar language, gestures or other inappropriate behavior including personal attacks or threats directed towards any meeting participant. There will be a designated time for public comment at the end of each item. Seating is limited and available on a first-come, first-served basis.

Speaker time limits

In the interest of facilitating the conduct of CCPAB business, members of the public (speakers) who wish to address the board during the meeting will have specific time limits as enumerated below. Matters not on the posted agenda will be discussed in accordance with the order of the agenda. Speakers should not expect CCPAB members to comment on or respond to comments directly during the meeting. The CCPAB may request county staff to follow up with a speaker or provide additional information after the meeting or at a later date.

The Chairperson, at their discretion, may increase or decrease the time allocation. Each speaker shall limit remarks to the specified time allotment as follows:

- Speakers will have 3-minutes total for each separate item.
- Speakers will have 3-minutes total for any matter not on the posted agenda.

### In-Person Public Comment

Speakers will be required to complete and submit a speaker request form to staff. Staff will invite each individual to the podium to make a verbal comment.

### Zoom Public Comment

Members of the Public participating through Zoom should observe the following procedures when providing public comment. Comments submitted through the "Chat" feature will not be accepted. If you wish to speak on an item, click on "raise hand" after the item has been called. When it is your turn to speak, your name or telephone number will be called and you will be able to address the body. Please be sure your device is not muted. If you raise your hand after public comment has been closed, you will not be called.

### Written Public Comment

The Public may provide written comments in regards to a specific item on the agenda or off agenda matters by emailing [SacCountyCCPAdvisoryBoard@saccounty.gov](mailto:SacCountyCCPAdvisoryBoard@saccounty.gov). Written public comments should include the meeting date item number or off-agenda item. Providing contact information is optional. Written comments are distributed to members and filed in the record.

### **View Meeting**

The meeting is live streamed via Zoom. Members of the Public may participate via Zoom using the following link, meeting ID, and passcode:

Link: <https://saccounty-net.zoomgov.com/j/1610752549?pwd=YnBZVDlXbkVZeVR5NlZlYUzBFV3NXQT09>

Meeting ID: 161 075 2549

Passcode: 034293

### **Meeting Material**

The on-line version of the agenda and associated material is available at <https://sacprobatation.saccounty.gov/Pages/CCPAB.aspx>.

# Sacramento County



## Community Corrections Partnership Advisory Board

The CCP Advisory Board is responsible for providing ongoing data collection, evaluation and analysis, as well as, input from local agency and community stakeholders, including formerly incarcerated individuals, to meet needs for AB 109 Plan updates due to the Board of State and Community Corrections (BSCC) each December.

**Action Summary from:** July 31, 2023, 10:30 AM – 12:00 PM

**Meeting Location:** County Administration Center, Board of Supervisors Chambers, 700 H Street, 1<sup>st</sup> Floor, Sacramento, CA 95814

**Facilitator:** Laura Foster, Management Analyst II, Public Safety and Justice

**Attendees:** CCP Advisory Board Members: Melinda Avey (Chair - Community Member), Nina Acosta (Vice Chair - Social Services), Chris Baker (Sheriff’s Office), Joe Cress (Public Defender’s Office), Robyn Howland (Probation Department), Michelle Jeremiah (Superior Court), Bill Pieper (Community Member), Andy Soloman (District Attorney’s Office), Muriel Strand (Community Member)

Staff: Laura Foster (CCP Analyst)

**Absent:** Sameer Sood (Sacramento Police Department)

CCPAB Meetings are Open to the Public.

Topic	Item Type	Presenter (If Applicable)
Welcome, Roll Call, and Public Comment Procedures	Information	Melinda Avey/ Laura Foster
Consent Matters	Action	Melinda Avey
<i>1. Approve Action Summary From June 12, 2023</i>		
<i>2. Review Updated 2023 Workplan</i>		
Member Pieper had a comment on Item 1 regarding the prioritization of the items listed and requested clarifying language. No language was recommended; and the Action Summary was left as is. Member Strand made a motion to approve the consent calendar, Member Cress seconded the motion, and the motion was approved by consensus. No public comment was received.		
Discussion Matters		
3. Overview and Discussion of AB 109 Plan 2023 Update Preliminary Draft	Discussion	Laura Foster
Member Howland joined the meeting during this item.		
Staff presented an overview of the AB 109 Plan 2023 Update draft, including major changes and new items, and sought member input. Staff asked whether the CCPAB would like to prioritize the items on its eligibility list; the majority of		

<p>members expressed a desire to prioritize the list. Members representing agencies were also asked to carefully review the sections of the plan to include updated information from the past year and to correct any misinformation. Members requested staff add a section on legislative impacts over the past year. Members also discussed pretrial services, difficulties in calculating returns to custody and replicating data flows, the value of adding a list of terminology or acronyms, the challenge of developing and selecting a few key outcome measures for each, and questions about the crime lab.</p> <p>Member Acosta asked staff to circulate a prioritization survey to the CCPAB members and return with the information at the next meeting, with the survey to allow members to not rank certain items if desired. Staff confirmed this would be completed. Staff also shared that the draft Plan will be shared with the Community Corrections Partnership on Thursday, August 3.</p> <p>There was no public comment on this item.</p>		
4. Discussion Regarding Community Workshop	Discussion	Laura Foster
<p>Staff discussed holding a Special Meeting on August 21, 2023 in the Board Chambers at 6 p.m. Staff will work to post the draft Plan for community input, post the flyer, and develop a County news story. The meeting will be livestreamed with support from Probation. Members discussed managing responses to public comment and how to best address ideas that may not be able to be incorporated into this year’s Plan update. Members expressed a preference not to use the word “Workshop” to avoid confusion, instead referring to it as a listening session or community input session. Staff will refer to it as a Special Meeting where the CCPAB will seek recommendations from the community.</p> <p>There was no public comment on this item.</p>		
Matters Not On The Posted Agenda		
5. Public Comment On Off Agenda Items		
There was no public comment on off-agenda items.		
Separate Matters		
6. Member Reports	Information	CCPAB Members
<p>Member Strand shared informational items; Member Strand’s report was supplemented by a written report that was included in the materials packet. No public comment was received.</p>		
Adjournment		
Chair Avey adjourned the meeting.		

## **Community Corrections Partnership Advisory Board**

DATE: August 14, 2023  
TO: Community Corrections Partnership Advisory Board  
FROM: Laura Foster, Management Analyst II, Public Safety and Justice  
RE: **STAFF REPORT ON AGENDA ITEM #3**

### **#3 - Discussion of Proposed Amendments to CCPAB Bylaws and Possible Action to Amend CCPAB Bylaws**

#### **Recommendation:**

Staff recommends the Community Corrections Partnership Advisory Board (CCPAB):

- 1) Consider and discuss the proposed amendments to the CCPAB Bylaws; and
- 2) Approve the proposed CCPAB Bylaws as amended.

#### **Background:**

The CCPAB bylaws were originally adopted in October 2021 and Amended in November 2021. It is valuable to revisit the CCPAB's bylaws periodically to update policies and procedures as appropriate and provide clear expectations for members.

The proposed bylaw amendments include the following highlights:

- Article IV – Membership
  - Updated description of application process
  - Encouragement for community members with lived experience to apply
- Article V – Member Appointments and Terms of Office
  - Introduction of term limits for community members to align with AB 109 Plan cycle; terms to be 2 years and staggered with no restrictions on reapplication
  - Attendance requirements
  - Procedures for filling vacancies
  - Clarity on compensation
- Article VI – Meetings
  - Description of Order of Business and Consent Calendar and

Member Report procedures

- Article VII – Officers
  - Chair to be Community Member; Vice Chair to be CCP Exec. Committee representative
  - Removed restrictions on seeking re-election
- Article VIII – Miscellaneous
  - Updated Public Comment procedures to match CCP
  - Added Ad Hoc Committee provision

**Attachments:**

ATT 1 – CCP Bylaws with Proposed Amendments (Clean)

ATT 2 – CCP Bylaws with Proposed Amendments (Redline)

**SACRAMENTO COUNTY  
COMMUNITY CORRECTIONS PARTNERSHIP ADVISORY BOARD  
BYLAWS**

**ARTICLE I: NAME**

The name of this board is the Sacramento County Community Corrections Partnership Advisory Board and will be referred to as the CCPAB in the following bylaws.

**ARTICLE II: AUTHORITY**

AB 109 (chaptered Fiscal Year 2010-11 on April 4, 2011 and AB 117 chaptered Fiscal Year 2010-11 on June 30, 2011), which added Penal Code Section 1230.1 to require the local Community Corrections Partnership (CCP) develop and recommend a plan to the County Board of Supervisors regarding public safety realignment to maximize the effective investment of criminal justice resources. On February 4, 2021, the CCP established an advisory board to help in the process of analyzing data that assists the CCP in developing the AB 109 Public Safety Realignment Plan (AB 109 Plan).

**ARTICLE III: PURPOSE**

Section A: Mission

The CCPAB is responsible for providing ongoing data collection, evaluation and analysis, as well as, input from local agency and community stakeholders, including formerly incarcerated individuals, to meet needs for AB 109 Plan updates due to the Board of State and Community Corrections (BSCC) each December. The CCPAB advises the CCP about data findings and provides recommendations regarding AB 109 Plan updates, which include public safety realignment funding priorities for the County. The CCPAB also assists the CCP with ensuring the community is informed about progress on implementation of the AB 109 Plan for Sacramento County.

**ARTICLE IV: MEMBERSHIP**

CCPAB members will include local agency stakeholders and community representatives. One local stakeholder member will be designated by each of the seven (7) CCP Executive Committee members. Four (4) community members will be selected through a public application process that is determined by a vote of the Community Corrections Partnership. Community members who are crime survivors or have lived experience with the justice system (experience being arrested, convicted, or incarcerated for any length of time) are encouraged to apply. The public application process will include a written application and brief interview.



**ARTICLE V: MEMBER APPOINTMENTS AND TERMS OF OFFICE**Section A: Terms

Community members will serve two-year terms. Terms will be staggered, with two members appointed in October of even years and two members appointed in October of odd years. Members may seek reappointment from the CCP at the conclusion of their terms through participation in the public application process.

Section B: Attendance

The position of any CCPAB member who fails to attend, in succession, three or more regular meetings of the CCPAB shall automatically become vacant.

Section C: Vacancies

CCPAB members wishing to resign shall communicate directly in writing to the CCPAB Chair and staff. Staff shall advise the CCP of any membership vacancy which may occur. In the event of a vacancy, the CCP may appoint a community member to the CCPAB to serve the remainder of the established term.

For vacancies occurring between established application process timelines, staff shall publicly post and accept applications for a minimum of a 14-day period and conduct brief interviews with interested applicants. Applications and any additional materials will be provided to the CCP for consideration at its next scheduled meeting.

Section D: Compensation

Members shall serve without compensation for their service on the CCPAB.

Section E: Designees

Designees to the CCP Advisory Board must be identified in writing to the CCPAB Chair and staff. Non-CCP agency designees must be approved by the CCP.

**ARTICLE VI: MEETINGS**Section A: Regular Meetings

The CCPAB will meet on a monthly basis, at a consistent hour, day, and in a place and/or forum available to the public for participation, as determined by a vote of the CCPAB. Public notification of meetings shall be provided at least seventy-two (72) hours prior to the meeting.

### Section B: Quorum

Six (6) members of the CCPAB must be present to constitute a quorum for the conduct of business. Authorized designees can be counted toward a quorum at CCPAB meetings only in the absence of the principal member.

### Section C: Voting

Each CCPAB member has one vote. Authorized designees may vote on behalf of a member only in the absence of the principal member and if they have been identified by the member in written correspondence addressed to the Chair and staff. Action may be taken by a majority vote of those present and by not less than a majority of the quorum.

Members must be present in person at the meeting in order to vote unless provided otherwise by law. Where a quorum is present, action may be taken only by a majority vote of the members at the meeting. A tie vote on a motion means the motion did not pass, in which case a motion for reconsideration may be allowed.

### Section D: Order of Business

Generally, the order of business for regular Commission meetings shall be:

1. Call to Order and Roll Call
2. Consideration and Approval of Consent Calendar
  - a. Members may request that any matter be removed from the consent calendar and a separate vote taken.
  - b. All matters remaining on the consent calendar shall be approved by a single action, such single action to have the effect of individual action on each matter.
  - c. If consent calendar items are removed, they shall be discussed immediately after adoption of the balance of the consent calendar.
3. Informational, Discussion, and Action Items
4. Member Reports
  - a. Member reports should be limited to brief announcements and actions or activities undertaken on behalf of the CCPAB.
5. Staff Comments
6. Non-Agenda public comment
7. Adjournment

**ARTICLE VII: OFFICERS**Section A: Officers

The officers of the CCPAB include a Chair and Vice Chair, each of whom must be a member of the CCPAB. The Chair of the CCPAB must be a Community Member; the Vice Chair may be filled by a local stakeholder member designated by a CCP Executive Committee member.

Section B: Election of Officers

The CCPAB elects its officers during each October meeting of the calendar year. The CCPAB staff will solicit nominations in advance and present a list of candidates for consideration. Additional nominations for officers may also be made by CCPAB members at the election meeting.

Section C: Terms of Office

Officers serve for one year and may run for re-election at the annual election.

Section D: Presiding Officer

The Chair is the presiding officer at regular and special meetings of the CCPAB. In the absence of the Chair, the Vice Chair presides at regular and special meetings of the CCPAB.

Section E: Officer Succession

In case of a vacancy in the office of Chair, the Vice Chair automatically assumes this office until the next election of officers. In the event all officers are absent, the CCPAB members shall designate a member to act as temporary Chair, or a majority of CCPAB members present will elect a temporary Chair.

Section F: Officer Vacancy

Should a vacancy occur in one or both officer positions, and after the required succession of officers has taken place, then a special election to fill the vacated positions will be held at the next regular meeting that a quorum is present. Such specially elected officers will fill the designated vacancies until the annual election of the calendar year, and are eligible for election into the offices they are filling, or into other offices, at that time.

**ARTICLE VIII: MISCELLANEOUS**Section A: Brown Act

The CCPAB is subject to provisions of the Brown Act and must adhere to all requirements.

Section B: Convening Special Meetings

The Chair of the CCPAB may convene a special meeting. Written notice must be served at least 24 hours in advance. Only items included in the written notice may be discussed or considered.

#### Section C: Ethics Training and Conflict of Interest

CCPAB members are required to participate in ethics training every two years and Court members are required to participate in ethics training every three years. All members shall provide proof of ethics training completion to CCPAB staff, who will maintain a list of members and completion dates for ethics training and remind members when training is due. Members of the CCPAB shall abstain from voting on any issue in which the member has a financial interest as defined in Section 87103 of the Government Code.

#### Section D: Public Comment

The CCPAB welcomes and encourages public participation in meetings. Matters under the jurisdiction of the CCPAB and not on the posted agenda will be discussed in accordance with the order of the agenda. Speakers should not expect CCPAB members to comment on or respond to comments directly during the meeting. The CCPAB may request county staff to follow up with a speaker or provide additional information after the meeting or at a later date. The time limits for public testimony for agenda matters and on non-agenda matters will be aligned with the time limits used by the Sacramento County Board of Supervisors. The Chair, at their discretion, may increase or decrease the time allocation.

#### Section E: Ad Hoc Committees

The CCPAB may establish ad hoc committees on subjects under the advisory board's jurisdiction. The Chair may appoint the ad hoc committee Chair with concurrence of the CCPAB. Membership on ad hoc committees is limited to members of the CCPAB. Ad hoc committees are encouraged to meet and consult with community members and groups in the course of their work. An ad hoc committee is automatically dissolved one year after its first meeting, unless dissolved earlier.

### **ARTICLE IX: PARLIAMENTARY AUTHORITY**

Roberts' Rules of Order, revised, governs all CCPAB meetings except in instances of conflict between the rules of order and the bylaws of the CCPAB or provision of law.

**ARTICLE X: AMENDMENT OF BYLAWS**

Proposed amendments to the bylaws are to be included on the agenda of a regularly scheduled CCPAB meeting. If approved, any action in response to the proposed change in the CCPAP bylaws becomes effective immediately.

## **SACRAMENTO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP ADVISORY BOARD BYLAWS**

### **ARTICLE I: NAME**

The name of this board is the Sacramento County Community Corrections Partnership Advisory Board and will be referred to as the ~~CCP-Advisory Board~~CCPAB in the following bylaws.

### **ARTICLE II: AUTHORITY**

AB 109 (chaptered Fiscal Year 2010-11 on April 4, 2011 and AB 117 chaptered Fiscal Year 2010-11 on June 30, 2011), which added Penal Code Section 1230.1 to require the local Community Corrections Partnership (CCP) develop and recommend a plan to the County Board of Supervisors regarding public safety realignment to maximize the effective investment of criminal justice resources. On February 4, 2021, the CCP established an advisory board to help in the process of analyzing data that assists the CCP in developing the AB 109 Public Safety Realignment Plan (AB 109 Plan).

### **ARTICLE III: PURPOSE**

Section A: ~~Principle~~-Mission

The ~~CCP-Advisory Board~~CCPAB is responsible for providing ongoing data collection, evaluation and analysis, as well as, input from local agency and community stakeholders, including formerly incarcerated individuals, to meet needs for AB 109 Plan updates due to the Board of State and Community Corrections (BSCC) each December. The ~~CCP-Advisory Board~~CCPAB advises the CCP about data findings and provides recommendations regarding AB 109 Plan updates, which include public safety realignment funding priorities for the County. The ~~CCP-Advisory Board~~CCPAB also assists the CCP with ensuring the community is informed about progress on implementation of the AB 109 Plan for Sacramento County.

### **ARTICLE IV: MEMBERSHIP**

~~CCP-Advisory Board~~CCPAB members will include local agency stakeholders and community representatives.- One local stakeholder member will be designated by each of the seven (7) CCP Executive Committee members. Four (4) community members will be selected through a public application process that is determined by a vote of the Community Corrections Partnership. Community members who are crime survivors or have lived experience with the justice system (experience being arrested, convicted, or incarcerated for any length of time) are encouraged to apply. The public application process will include a written application and brief interview.

**ARTICLE V: MEMBER APPOINTMENTS AND TERMS OF OFFICE**

Section A: Terms

Community members will serve two-year terms. Terms will be staggered, with two members appointed in October of even years and two members appointed in October of odd years. Members may seek reappointment from the CCP at the conclusion of their terms through participation in the public application process.

Section B: Attendance

The position of any CCPAB member who fails to attend, in succession, three or more regular meetings of the CCPAB shall automatically become vacant.

Section C: Vacancies

CCPAB members wishing to resign shall communicate directly in writing to the CCPAB Chair and staff. Staff shall advise the CCP of any membership vacancy which may occur. In the event of a vacancy, the CCP may appoint a community member to the CCPAB to serve the remainder of the established term.

For vacancies occurring between established application process timelines, staff shall publicly post and accept applications for a minimum of a 14-day period and conduct brief interviews with interested applicants. Applications and any additional materials will be provided to the CCP for consideration at its next scheduled meeting.

Section D: Compensation

Members shall serve without compensation for their service on the CCPAB.

Section E: Designees

Designees to the CCP Advisory Board must be identified in writing to the CCPAB Chair and staff. Non-CCP agency designees must be approved by the CCP.

**ARTICLE VI: MEETINGS**

Section A: Regular Meetings

The ~~CCP Advisory Board~~ CCPAB will meet on a monthly basis, at a consistent hour, day, and in a place and/or forum available to the public for participation, as determined by a vote of the ~~CCPAB Advisory Board~~.- Public notification of meetings shall be provided at least seventy-two (72) hours prior to the meeting.

#### ~~Section B: Designees~~

~~Designees to the CCP Advisory Board must be identified in writing to the CCP Advisory Board Chair and staff. Non-CCP agency designees must be approved by the CCP.~~

#### ~~Section CB: Quorum~~

~~Six (6) members of the CCPAB must be present to constitute a quorum for the conduct of business. Authorized designees can be counted toward a quorum at CCPAB meetings only in the absence of the principal member.~~

#### ~~Section C: Voting~~

~~Each CCPAB member has one vote. Authorized designees may vote on behalf of a member only in the absence of the principal member and if they have been identified by the member in written correspondence addressed to the Chair and staff. Action may be taken by a majority vote of those present and by not less than a majority of the quorum.~~

~~Members must be present in person at the meeting in order to vote unless provided otherwise by law. Where a quorum is present, action may be taken only by a majority vote of the members at the meeting. A tie vote on a motion means the motion did not pass, in which case a motion for reconsideration may be allowed.~~

~~A quorum is no less than a simple majority of the membership of the CCP Advisory Board. Authorized designees can be counted toward a quorum at CCP Advisory Board meetings only in the absence of the principal member.~~

#### ~~Section D: Order of Business~~

~~Generally, the order of business for regular Commission meetings shall be:~~

- ~~1. Call to Order and Roll Call~~
- ~~2. Consideration and Approval of Consent Calendar~~
  - ~~a. Members may request that any matter be removed from the consent calendar and a separate vote taken.~~
  - ~~b. All matters remaining on the consent calendar shall be approved by a single action, such single action to have the effect of individual action on each matter.~~
  - ~~c. If consent calendar items are removed, they shall be discussed immediately after adoption of the balance of the consent calendar.~~



3. Informational, Discussion, and Action Items
4. Member Reports
  - a. Member reports should be limited to brief announcements and actions or activities undertaken on behalf of the CCPAB.
5. Staff Comments
6. Non-Agenda public comment
7. Adjournment

## **ARTICLE VII: OFFICERS**

### Section A: Officers

The officers of the CCPAB include a Chair and Vice Chair, each of whom must be a member of the CCPAB. The Chair of the CCPAB must be a Community Member; the Vice Chair may be filled by a local stakeholder member designated by a CCP Executive Committee member.

### Section B: Election of Officers

The CCPAB elects its officers during each October meeting of the calendar year. The CCPAB staff will solicit nominations in advance and present a list of candidates for consideration. Additional nominations for officers may also be made by CCPAB members at the election meeting.

### Section C: Terms of Office

Officers serve for one year and may run for re-election at the annual election.

### Section D: Presiding Officer

The Chair is the presiding officer at regular and special meetings of the CCPAB. In the absence of the Chair, the Vice Chair presides at regular and special meetings of the CCPAB.

### Section E: Officer Succession

In case of a vacancy in the office of Chair, the Vice Chair automatically assumes this office until the next election of officers. In the event all officers are absent, the CCPAB members shall designate a member to act as temporary Chair, or a majority of CCPAB members present will elect a temporary Chair.

### Section F: Officer Vacancy

Should a vacancy occur in one or both officer positions, and after the required succession of officers has taken place, then a special election to fill the vacated positions will be held at the next regular meeting that a

quorum is present. Such specially elected officers will fill the designated vacancies until the annual election of the calendar year, and are eligible for election into the offices they are filling, or into other offices, at that time.

## **ARTICLE VIII: MISCELLANEOUS**

### Section A: Brown Act

The ~~CCP Advisory Board~~ CCPAB is subject to provisions of the Brown Act and must adhere to all requirements.

### Section B: Convening Special Meetings

The Chair of the ~~CCP Advisory Board~~ CCPAB may convene a special meeting. Written notice must be served at least 24 hours in advance. ~~Only items included in the written notice may be discussed or considered.~~

### Section C: Ethics Training and Conflict of Interest

~~CCP Advisory Board~~ CCPAB members are required to participate in ethics training every two years and Court members are required to participate in ethics training every three years. All members shall provide proof of ethics training completion to ~~CCP Advisory Board~~ CCPAB staff, who will maintain a list of members and completion dates for ethics training and remind members when training is due. ~~Members of the CCP Advisory Board~~ CCPAB shall abstain from voting on any issue in which the member has a financial interest as defined in Section 87103 of the Government Code.

### Section D: Public Comment

The ~~CCP Advisory Board~~ CCPAB welcomes and encourages public participation in meetings. Matters under the jurisdiction of the CCPAB and not on the posted agenda will be discussed in accordance with the order of the agenda. Speakers should not expect CCPAB members to comment on or respond to comments directly during the meeting. The CCPAB may request county staff to follow up with a speaker or provide additional information after the meeting or at a later date. The time limits for public testimony for agenda matters and on non-agenda matters will be aligned with the time limits used by the Sacramento County Board of Supervisors. The Chair, at their discretion, may increase or decrease the time allocation. When it appears there are several members of the public wishing to address the CCP Advisory Board on a specific item, at the outset of the item, the Chair of the CCP Advisory Board will announce the maximum amount of time that will be allowed for presentation of testimony. Matters under the jurisdiction of the CCP Advisory Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda and any off agenda matters under consideration.

### Section E: Ad Hoc Committees

The CCPAB may establish ad hoc committees on subjects under the advisory board's jurisdiction. The Chair may appoint the ad hoc committee Chair with concurrence of the CCPAB. Membership on ad hoc committees is limited to members of the CCPAB. Ad hoc committees are encouraged to meet and consult with community members and groups in the course of their work. An ad hoc committee is automatically dissolved one year after its first meeting, unless dissolved earlier.

### **~~ARTICLE VII: CHAIR~~**

#### ~~Section A: Officers~~

~~The officers of the CCP Advisory Board include a Chair and Vice Chair, each of whom must be a member of the CCP Advisory Board.~~

#### ~~Section B: Election of Officers~~

~~Election of officers will take place in October. The CCP Advisory Board elects its officers during each October meeting of the calendar year. The CCP Advisory Board staff will solicit nominations and present a list of candidates in October each calendar year. The CCP Advisory Board elects its officers during each October meeting of the calendar year. Additional nominations for officers may also be made by CCP Advisory Board members at the election meeting. The term of office is to begin the first meeting of the calendar year.~~

#### ~~Section C: Terms of Office~~

~~Officers serve for one year and may run for re-election at the annual election. The Chair may serve a maximum of two consecutive years. The Chair may serve more than two one-year consecutive terms after a break in service of one full term.~~

#### ~~Section D: Presiding Officer~~

~~The Chair is the presiding officer at regular and special meetings of the CCP Advisory Board. In the absence of the Chair, the Vice Chair presides at regular and special meetings of the CCP Advisory Board.~~

#### ~~Section E: Officer Succession~~

~~In case of a vacancy in the office of Chair, the Vice Chair automatically assumes this office until the next election of officers. In the event all officers are absent, the CCP Advisory Board members shall designate a member to act as temporary Chair, or a majority of CCP Advisory Board members present will elect a temporary Chair.~~

#### ~~Section F: Officer Vacancy~~

~~Should a vacancy occur in one or both officer positions, and after the required succession of officers has taken place, then a special election to fill the vacated positions will be held at the next regular meeting that a quorum is present. Such specially elected officers will fill the designated vacancies until the annual election during October of the calendar year, and are eligible for election into the offices they are filling, or into other offices, at that time.~~

### **~~ARTICLE VIII: VOTING~~**

~~Each CCP Advisory Board member has one vote. Authorized designees may vote on behalf of a member only in the absence of the principal member and if they have been identified by the member in written correspondence addressed to the Chair and staff. Action may be taken by a majority vote of those present and by not less than a majority of the quorum.~~

### **ARTICLE IX: PARLIAMENTARY AUTHORITY**

Roberts' Rules of Order, revised, governs all ~~CCP Advisory Board~~ CCPAB meetings except in instances of conflict between the rules of order and the bylaws of the CCP ~~AB Advisory Board~~ or provision of law.

**ARTICLE X: AMENDMENT OF BYLAWS**

Proposed amendments to the bylaws are to be included on the agenda of a regularly scheduled CCPAB ~~Advisory Board~~ meeting. If approved, any action in response to the proposed change in the CCPAB ~~Advisory Board~~ bylaws becomes effective immediately.

## **Community Corrections Partnership Advisory Board**

DATE: August 14, 2023  
TO: Community Corrections Partnership Advisory Board  
FROM: Laura Foster, Management Analyst II, Public Safety and Justice  
RE: **STAFF REPORT ON AGENDA ITEM #4**

### **#4 - Discussion of and Possible Action to Approve Preliminary Prioritization of Eligible Programs and Services for AB 109 Plan 2023 Update**

#### **Recommendation:**

Staff recommends the Community Corrections Partnership Advisory Board (CCPAB):

- 1) Review the prioritization exercise completed by CCPAB members for List "B" programs and services;
- 2) Consider combining Collaborative Courts and Diversion Programs into one category due to the operational similarities for departments providing these services;
- 3) Consider whether to eliminate the Crime Lab Staffing as an eligible expense category; and
- 4) Approve a prioritized List "B".

#### **Background:**

Each year, counties must submit an annual update to their AB 109 Plan to the California Board of State and Community Corrections (BSCC) by December 15<sup>th</sup> of each year to receive funding. Prior to submission, the plan must be approved by the Community Corrections Partnership (CCP) and accepted by the Board of Supervisors. To ensure that Sacramento County meets this timeline, the AB 109 2023 Plan Update will need to be approved by the CCP at its October 5<sup>th</sup> meeting.

The proposed plan update is significantly streamlined from prior iterations to improve readability and accessibility. The proposed plan update identifies what types of programs and services are eligible for funding in the FY 24-25 budget, how they are connected to the AB 109 Plan's overarching goals, which entities are eligible for reimbursement, and what claiming restrictions apply. Eligible expense categories are divided into two topical areas:

- A – Eligible Programs and Services Limited to the AB 109 Population and Address Legislative Impacts of Realignment
- B - Eligible Programs and Services Supporting the County’s Justice-Involved Population

At the July 31 meeting, the CCPAB requested staff to prepare a survey for members to rank/prioritize the program and service categories on List “B.” The survey results are included as Attachment 1.

In reviewing the results of the survey, Crime Lab Staffing was consistently ranked lowest by members (or not ranked at all). Staff met with representatives from the District Attorney’s Office to explore the feasibility of using its AB 109 funds for a higher ranked program. The District Attorney’s Office shared that its Collaborative Courts Unit staff provides services for collaborative courts, diversion programs, and expungements. This program was recently expanded through approved growth requests in the 2023-24 Budget. Beginning in Q1 2023, the District Attorney’s Office will begin seeking reimbursement for its Collaborative Courts Unit with AB 109 funds instead of Crime Lab Staffing. Therefore, if desired, the CCPAB could remove the Crime Lab Staffing as an eligible expense without negatively impacting the AB 109 funding allocations associated with the District Attorney’s Office.

Additionally, while participants in Mental Health Diversion and Collaborative Court programs have different dispositional statuses for their cases, the staff who support these programs often support both. To simplify billing and reimbursement processes, and considering how these programs were prioritized as #2 and #3 overall, staff recommends combining these programs into one category in the AB 109 Plan.

**Attachments:**

ATT 1 – Survey Results

**Survey Results**

Name	Adult Day Reporting Centers	Alternative Sentencing Programs (Home Detention and Work Release)	Collaborative Courts	Crime Lab Staffing	Expungement and Record Modification Services	Jail Discharge Support: Benefit Assistance, Clothing, Transportation, and Housing Linkages	Mental Health Diversion	Pretrial Needs Assessment and Support Services	Pretrial Risk Assessment and Monitoring Services	Reentry Services
Acosta, Nina	5	7	2	10	9	8	1	4	3	6
Avey, Melinda	2	9	3	10	8	7	4	6	5	1
Baker, Chris	4	5	2	10	9	7	8	3	6	1
Cress, Joe	7	8	6	10	9	2	1	3	4	5
Howland, Robyn	2	8	4	10	9	5	3	7	6	1
Jeremiah, Michelle	7	9	6	10	8	1	5	3	4	2
Pieper, Bill	6	9	3	10	7	2	5	4	8	1
Soloman, Andy	N/A	N/A	2	N/A	3	N/A	1	N/A	4	N/A
Sood, Sameer	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Strand, Muriel	9	8	5	10	3	6	2	1	4	7
<b>Average Ranking</b>	<b>5.25</b>	<b>7.88</b>	<b>3.67</b>	<b>10.00</b>	<b>7.22</b>	<b>4.75</b>	<b>3.33</b>	<b>3.88</b>	<b>4.89</b>	<b>3.00</b>
<b>Priority Order</b>	<b>7</b>	<b>9</b>	<b>3</b>	<b>10</b>	<b>8</b>	<b>5</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>1</b>

**Prioritized List**

1. Reentry Services
2. Mental Health Diversion
3. Collaborative Courts
4. Pretrial Needs Assessment and Support Services
5. Jail Discharge Support: Benefit Assistance, Clothing, Transportation, and Housing Linkages
6. Pretrial Risk Assessment and Monitoring Services
7. Adult Day Reporting Centers
8. Expungement and Record Modification Services
9. Alternative Sentencing Programs (Home Detention and Work Release)
10. Crime Lab Staffing



## **Community Corrections Partnership Advisory Board**

DATE: August 14, 2023  
TO: Community Corrections Partnership Advisory Board  
FROM: Laura Foster, Management Analyst II, Public Safety and Justice  
RE: **STAFF REPORT ON AGENDA ITEM #5**

### **#5 - Discussion of Program Evaluation and Potential Outcome Measures for Eligible Programs and Services in AB 109 Plan 2023 Update**

#### **Recommendation:**

Staff recommends the Community Corrections Partnership Advisory Board (CCPAB) provide suggestions for elements to include in a Program Evaluation and outcome measures associated with each proposed program and service category.

#### **Background:**

Each year, counties must submit an annual update to their AB 109 Plan to the California Board of State and Community Corrections (BSCC) by December 15<sup>th</sup> of each year to receive funding. Prior to submission, the plan must be approved by the Community Corrections Partnership (CCP) and accepted by the Board of Supervisors. The proposed plan update introduces a need for annual program evaluations for entities receiving AB 109 funds. Program evaluations would be required to include outcome data as specified in the Plan as well as a breakdown of demographic data for program participants, including race/ethnicity, gender, age, and zip code.

If possible, staff would like to include the annual Program Evaluation form in this year's AB 109 Plan. Staff would like recommendations from the CCPAB about what types of questions should be included in the form. Additionally, staff seeks recommendations from the CCPAB for outcome measures for each of the eligible program and service categories on List "B." Staff recommends selecting only a few outcome measures for each program as a starting point, with opportunities to expand this in the future.

#### **Attachments:**

ATT 1 – List B – Prioritized List of Program/Service Categories

**List B - Prioritized List of Program/Service Categories  
for AB 109 Plan 2023 Update**

1. Reentry Services
2. Mental Health Diversion
3. Collaborative Courts
4. Pretrial Needs Assessment and Support Services
5. Jail Discharge Support: Benefit Assistance, Clothing, Transportation, and Housing Linkages
6. Pretrial Risk Assessment and Monitoring Services
7. Adult Day Reporting Centers
8. Expungement and Record Modification Services
9. Alternative Sentencing Programs (Home Detention and Work Release)
10. Crime Lab Staffing

## Permaculture, Urban Farming and Climate Survival

One of the opportunities available to the reentry population is the horticulture/landscaping training program at RCCC. Those who are or have been interested in that programming may also be interested in supplemental information about permaculture, regenerative farming, and eco-restoration. Since eating is essential, farm to fork jobs will exist, and the farm comes first. Climate adaptation will include restoration of various sites of ecological degradation. We depend on the planet; it does not depend on us.

Gardeners can take the basic Permaculture Design Course with key prescribed topics. It's offered by various organizations, often with some variations adding on the basic topics. One can also read any of a pile of informative books. Permaculture is basically about creating your own small ecosystem. Finding land is step #1, which could be as simple as finding a homeowner who wants a makeover for their lawn. Searching youtube on "Permaculture Design Course" leads to dozens and probably hundreds of related videos, such as: [youtube.com/watch?v=wjKzvVOA6Zg](https://www.youtube.com/watch?v=wjKzvVOA6Zg). Another video outlines passive solar design: [youtube.com/watch?v=N1hos0futH0](https://www.youtube.com/watch?v=N1hos0futH0). Also, these regional organizations offer such workshops and/or related opportunities:

Yisrael Family Farm, Sacramento CA  
<https://yisraelfamilyfarmshop.net/>

Three Sisters Gardens, West Sacramento CA  
<https://www.3sistersgardens.com/>

Soil Born Farms, Rancho Cordova CA  
<https://soilborn.org/>

Sivananda Ashram & Farm, Grass Valley CA  
<https://sivanandayogafarm.org>

Sacramento Valley Permaculture Guild  
<https://www.facebook.com/groups/SacramentoPermaculture/>

Permaculture Skills Center, Sebastopol CA  
<https://permacultureskillscenter.org/>

Planting Justice, Oakland CA  
<https://plantingjustice.org/>

Daily Acts, Petaluma CA  
<https://dailyacts.org>

The Occidental Arts & Ecology Center,  
Occidental CA  
<https://oaec.org/>

Armed to Farm - National Center for  
Appropriate Technology  
This program for vets needs a local chapter  
<https://www.armedtofarm.org/>

Worldwide Opportunities on Organic Farms  
<https://woof.net/>

Regeneration (of mining and other degraded  
sites)  
<https://www.regeneration.enterprises/>

Chelsea Green Publishers  
<https://www.chelseagreen.com/>

Submitted by Muriel Strand

If we cannot even stop using leafblowers, we deserve to be toast.

<http://motherearthhome.blogspot.com/>