



Sacramento County

Juvenile Justice Coordinating Council (JJCC)

Subcommittee

Meeting Agenda – Minutes / Action Summary – Future Agenda Items

Date and Time: 1/18/2022, 2:00 PM – 3:30 PM

Meeting Location: Zoom only for the time being due to the increased number of COVID cases in our county

Meeting Chair: Marlon Yarber, Probation

Meeting Coordinator: Denver Martin, Probation

Please send any future topics for discussion to martinden@saccounty.net

Meeting Participants: Bryan Jones, Raechel Ibarra, Marlon Yarber (Chair), Julie Wherry, Josef Gray, Laetesia Ible, Ryan Quist, Dennis, Nancy Smith, Jerilyn Borack, Jacqueline White, Kong Xiong, Tiffanie Synnott

Agenda

Agenda Item	Schedule	Duration	Presenter(s)
1. Chair update	2:00-2:05	5 minutes	Marlon Yarber
2. Discuss/follow up on the RFI and process	2:45-3:05	20 minutes	Laetesia Ible
3. Action item review	2:05-2:30	25 minutes	JJCC Subcommittee
4. Discuss filling the vacant subcommittee seat <i>To be continued next meeting 1/25/22</i>	2:30-2:45	15 minutes	JJCC Subcommittee
5. Update from the Ad Hoc Focus Group RE Re-entry services <i>To be continued next meeting 1/25/22</i>	3:05-3:30	25 minutes	Judge Borack and Josef Gray

Action Items

#	Action Item	Owner	Status	Next Step(s)
1	Laetesia Ible (Probation Fiscal) will send over a conflict of interest and a code of ethics form to the subcommittee to read and sign.	Laetesia Ible and JJCC Subcommittee	Pending	Review RFI Perform Gap Analysis Hear from VOYA Youth
2	Laetesia's team to prepare a list of types of services that doesn't include the names of the organizations that showed interest in order to help trigger understanding the interest in services and to help uncover the gaps between existing services and needed services.	Laetesia Ible	Pending	Review RFI Perform Gap Analysis Hear from VOYA Youth
3	Brainstorm ideas on how to onboard a support coordinator.	JJCC Subcommittee	Pending	Support Coordinator Recruitment Process

	The description of the Support Coordinator(s) position is on pg. 19 of the Realignment Block Grant Plan			
4	<p>Confirm what supervision needs and costs look like and whether or not that's supported elsewhere in our budget or if it has to come out of the block grant specifically.</p> <ul style="list-style-type: none"> 12/14/21 update: Chief Yarber has asked this question but at this point we don't know for sure yet. We need to get information on the supervision costs especially. Probation's fiscal officer is in contact with her peers as well as folks at the State around what the future looks like in regard to re-entry supervision and support by Probation. Still pending 	Marlon Yarber	Pending	
5	<p>Determine what exists in the universe of housing resources.</p> <ul style="list-style-type: none"> 12/14/21 update: Chief Yarber reached out to the new homeless housing services director. Still pending a response. 12/7/21 update: Judge Borack has a contact that is looking into housing in San Francisco for youth to transition into as part of the step down or re-entry. 	Marlon Yarber and Judge Borack	Pending	
6	<p>Determine if ARC can provide services to VOYA youth but also recuse themselves from voting that has to do with ARC (i.e. voting on if ARC can provide services to VOYA youth)</p> <ul style="list-style-type: none"> 12/14/21 Update: Counsel is considering his request and is interesting how other counties are interpreting government code 1090 and what their policies might look like. Counsel will consider these approaches. Josef to procure that information from other counties and will present it to the subcommittee. 	Marlon Yarber and Josef Gray	Pending	
7	Re Family Engagement: Tiffanie to provide examples of family visitation issues at the YDF	Tiffanie Synnott	Pending	
8	Tiffanie Synnott to look into different job duties/classifications that are aligned with our proposed Juvenile Support Coordinator role. She will send out a list to the committee. Examples of classifications that might be congruent are Peer Specialist, Social Worker, and particular roles within the DHA and CPS.	Tiffanie Synnott	Pending	

Future Agenda Items / Parking Lot

Agenda / Parking Lot Item	Meeting Date
Meeting structure discussion	TBD
After we review the RFI results, discuss the next steps in the process	TBD
Have DPOs hold a presentation on their scope relative to the VOYA unit.	TBD
<p>Discuss the creation of focus/work groups for the following domains:</p> <p>A. Facilities</p> <ol style="list-style-type: none"> Points System – How can this be adapted to fit the needs of the VOYA population? Discipline and incentives Family Engagement and Family nights – what would these look like exactly? Is this a scheduling piece? <ul style="list-style-type: none"> We are unsure if this topic requires a work group. However, this item will still be tracked. Multi-dimensional family therapy Youth reaching age of majority under VOYA 	TBD

<ul style="list-style-type: none">○ Visiting at the YDF is generally from 7 am to 7 pm. However if you're an agency, there may be other challenges or timeslots you're afforded. Send an email Chief Yarber or CD Gonzalez for any accommodations. <p>3. Vocational opportunities offered to our clientele.</p> <ul style="list-style-type: none">○ To be discussed in the new focus group. SCOE to assist.○ Nancy Smith has some contacts in high tech. Judge Borack, Josef Gray, and Jacqueline White (as part of the focus groups) will work with Nancy to see how this piece will fit within the Reentry and Education.○ At the recent Jail Diversion Treatment resource center opening, Chief Yarber spoke with some folks at DOA who referenced having the ability to connect all of our clientele to job opportunities. He will reach out to them and learn more. <p>B. The Step Down Process</p> <ul style="list-style-type: none">○ To be discussed in the new focus group. <p>C. Budget</p> <p>Notes:</p> <ul style="list-style-type: none">● Dennis Dulay would like to be on the facilities focus group.● Marc Nigel is interested in the re-entry focus group.	
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Next Meeting

The next JJCC Subcommittee meeting will take place on January 18th.

Notes (Zoom video time is listed)

1. 6:27 - Chair Updates

2. 17:45 - Discuss/follow up on the RFI and process

19:20 - Importance of conflict of interest / code of conduct. Needs to be signed by the committee members. Laetesia will reach out via email. Please get back ASAP.

20:28 – Now that we've received responses to the RFI, there's a few pathways to approach contracting.

1. For similar or overlapping provisions (treatment services), the next step is Request for Proposals. This will allow us to build a program that will provide treatment to the youth in a more crafted, specific way. With the information we received from the interested organizations, we can help guide what that will look like in the facility setting. Then we would ask those agencies what that programming would look like under those general parameters. Then we can go through the review select and rewarding process.
2. There are some organizations that are not providing overlap in services where the costs are relatively low. This would not require a RFP. There can be more direct, smaller contracts that we can potentially be able to put into place without a more expanded proposal process. We can do a follow up with those agencies to request what the cost would be over the course of the year with a smaller contract. What this would allow us to do, with smaller contracts within the Chief's authority, we would be able to give multiple rewards over time based on what is presented in terms of the costs associated with those programs. This is essentially a smaller scale, more-wider array approach.
3. 23:50 - There are some organizations that are not providing overlap in services where the costs are relatively high. We can still have the potential to do direct awarding without the proposal process. However, none of that changes the fact that all of these pathways would go to the board for ultimate approval to move forward.

Shorter term contracts can be used for new vendors in order to get to know them, the work that they're doing, and to be able to see the outcomes where if they worked with our department before and provided great outcomes, potentially we can do some longer contracts or depending on what money is available.

27:00 - The RFP is a more extended process. Can take 3-6 months depending on how things are laid down. As the RFP is rolled out, organizations can ask questions and visit sites.

27:50 - For smaller contracts, the process can be completed fairly quickly. It can take a much shorter period of time. Given that budget is taking place simultaneously (The budget season is between 6-8 weeks), currently it can take a month or two to get something drafted and have the committee time to review and receive a signature.

30:00 – Q: Can we share the RFI?

A: Yes, Laetesia will share the information. However, first the code of ethics and conflict of interest documentation should be collected first before the results are shared.

31:00 – Advantage of an RFP - gives a competitive bid process. The committee hasn't discussed what we are looking for with an RFI/RFP.

32:00 – Finance RFI process was just opening up to the community to just get interest from the community. Any decision making on specific programming was not done. Just a broad net of any ideas to any level of programming.

39:00 – Q: Would it be appropriate to reach out to an organization who has not reached out? So if there are things we think are helpful, but we did not receive anything (RFI's) would it be ok or inappropriate to reach out to an agency directly?

A: Yes, as long as there's appropriate funding available. Contracting can be an ongoing thing throughout the years. For an RFP, it sort of is an all-encompassing process.

40:00 - With the RFI process, there's still room to invite others. This process is not competitive, however as we move forward, when you start getting an actual contract into place, if you get other vendors with overlap of services, you get into what funding should I give to this vendor vs that vendor.

43:25 – The contracting process is a staged process. We have to be mindful of anything that overlaps because that start to cause conflict with the purpose of the contract which is allowing an organization to provide a service. However, there can be multiple awards of the same types of services, but that has to be understood up front.

47:00 – We should look at what we want to see (being proactive of reaching out for services) with what was included and what was not included in the RFI.

48:00 - "Protest situation". RFIs and then an RFP – conflict, bias, etc.

55:00 – Q: Has there been a list of gaps in services that have been related to the RFI or RFP process, identified by any of the ad hoc focus groups?

A: We haven't exactly had a list of the RFIs to identify gaps in services. I'm sure this is something that we will talk about. Once gaps are identified, proposals can be made to the subcommittee to identify where we can address gaps.

56:00 – The work groups solely are working on re-entry. So the services would have to apply with housing_____

The law requires that each of these youth be assessed within the first 30 days, and an individualized rehabilitation plan be created for them. I'm not aware of the needs that have been discovered by the 7 youth currently in youth.

59:00 – We talked about things like barbering, coding, etc. More generally we talked about vocational needs like the performing arts. More broadly, the mentoring component.

01:00:00 – Prioritization of funds. Maybe the group needs to come back and reassess.

01:14:00 – The priority recommendations in the realignment plan. The needs that the community could provide is in the area of work opportunities RE connections with employment, pro social and recreational activities (theater won't necessarily lead to a job, but they learn how to do a project with people).

01:19:00 – Laetesia's team to prepare a list of types of services with the names excluding to help trigger understanding the interest and to help uncover the gaps.

01:24:00 - Go over the conflict of interest, code of contact, and then go over the gaps.

01:27:00 – Action Items

01:28:00 - Update from the Ad Hoc Focus Group RE Re-entry services

To be continued. Our family treatment court, formally known as drug court for our dependency families, are having their graduation ceremony next week.

01:30:00 – Focus on the support coordinator. In our VOYA Realignment Block Grant Plan, the description of the position for support coordinator(s) is on page 19. So we will be talking about that position, and what our ideas are on how to onboard someone that can do it.

Discuss filling the vacant subcommittee seat

To be continued

01:33:00 – Conversation on next steps