



# Agenda

## PUBLIC PROTECTION COMMITTEE

February 28, 2022

10:30 A.M.

VIRTUAL MEETING

To slow the spread of COVID-19, in lieu of a public gathering, the meeting will be accessible via Zoom to all members of the public as permitted by Government Code section 54953(e).

Join from PC, Mac, Linux, iOS or Android: <https://ccccounty-us.zoom.us/j/82314213452>

Or by Telephone: (214) 765-0478 or (888)278-0254

Conference code: 507994

Meeting ID: 823 1421 3452

Supervisor Federal D. Glover, Chair  
Supervisor Candace Andersen, Vice Chair

### Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. APPROVE Record of Action from the December 16, 2021 meeting. **(Page 4)**
4. CONSIDER interviewing applicants for one (1) at-large representative seat and one (1) community based organization representative seat on the Juvenile Justice Coordinating Council. **(Esa Ehmen-Krause, Chief Probation Officer) (Page 7)**
5. CONSIDER receiving a report from the W. Haywood Burns Institute on the progress and activities of the County's Racial Justice Oversight Body in 2021. **(Patrice Guillory, ORJ Director) (Page 36)**
6. CONSIDER reviewing and approving the fiscal year 2022/23 AB 109 budget proposal, as recommended by the Community Corrections Partnership-Executive Committee. **(Paul Reyes, Senior Deputy County Administrator) (Page 97)**
7. CONSIDER approving a recruitment process to fill two (2) vacant Community-based Representative Seats 8 and 9 and nine (9) Community-based Representative Seats set to expire on December 31, 2022 on the Racial Justice Oversight Body. **(Patrice Guillory, Office of Reentry and Justice Director) (Page 161)**
8. CONSIDER approving the proposed 2022 Committee meeting schedule and work plan, or provide direction to staff regarding any changes thereto. **(Paul Reyes, Senior Deputy County Administrator) (Page 165)**
9. The next meeting is currently scheduled for March 28, 2022 at 10:30 am.
10. Adjourn

---

*The Public Protection Committee will provide reasonable accommodations for persons with disabilities planning to attend Public Protection Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.*

---

*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Public Protection Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St., 4th Floor, Martinez, during normal business hours.*

---

*Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.*

---

For Additional Information Contact:

Paul Reyes, Committee Staff  
Phone (925) 655-2049, Fax (925) 655-2066  
paul.reyes@cao.cccounty.us

## Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

---

AB	Assembly Bill	HIV	Human Immunodeficiency Syndrome
ABAG	Association of Bay Area Governments	HOV	High Occupancy Vehicle
ACA	Assembly Constitutional Amendment	HR	Human Resources
ADA	Americans with Disabilities Act of 1990	HUD	United States Department of Housing and Urban Development
AFSCME	American Federation of State County and Municipal Employees	Inc.	Incorporated
AICP	American Institute of Certified Planners	IOC	Internal Operations Committee
AIDS	Acquired Immunodeficiency Syndrome	ISO	Industrial Safety Ordinance
ALUC	Airport Land Use Commission	JPA	Joint (exercise of) Powers Authority or Agreement
AOD	Alcohol and Other Drugs	Lamorinda	Lafayette-Moraga-Orinda Area
ARRA	American Recovery and Reinvestment Act	LAFCo	Local Agency Formation Commission
BAAQMD	Bay Area Air Quality Management District	LLC	Limited Liability Company
BART	Bay Area Rapid Transit District	LLP	Limited Liability Partnership
BCDC	Bay Conservation & Development Commission	Local 1	Public Employees Union Local 1
BGO	Better Government Ordinance	LVN	Licensed Vocational Nurse
BOS	Board of Supervisors	MAC	Municipal Advisory Council
CALTRANS	California Department of Transportation	MBE	Minority Business Enterprise
CalWIN	California Works Information Network	M.D.	Medical Doctor
CalWORKS	California Work Opportunity and Responsibility to Kids	M.F.T.	Marriage and Family Therapist
CAER	Community Awareness Emergency Response	MIS	Management Information System
CAO	County Administrative Officer or Office	MOE	Maintenance of Effort
CCHP	Contra Costa Health Plan	MOU	Memorandum of Understanding
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CCP	Community Corrections Partnership	NACo	National Association of Counties
CDBG	Community Development Block Grant	OB-GYN	Obstetrics and Gynecology
CEQA	California Environmental Quality Act	O.D.	Doctor of Optometry
CIO	Chief Information Officer	OES-EOC	Office of Emergency Services-Emergency Operations Center
COLA	Cost of living adjustment	ORJ	Office of Reentry & Justice
ConFire	Contra Costa Consolidated Fire District	OSHA	Occupational Safety and Health Administration
CPA	Certified Public Accountant	Psy.D.	Doctor of Psychology
CPI	Consumer Price Index	RDA	Redevelopment Agency
CSA	County Service Area	RJOB	Racial Justice Oversight Body
CSAC	California State Association of Counties	RJTF	Racial Justice Task Force
CTC	California Transportation Commission	RFI	Request For Information
dba	doing business as	RFP	Request For Proposal
EBMUD	East Bay Municipal Utility District	RFQ	Request For Qualifications
EIR	Environmental Impact Report	RN	Registered Nurse
EIS	Environmental Impact Statement	SB	Senate Bill
EMCC	Emergency Medical Care Committee	SBE	Small Business Enterprise
EMS	Emergency Medical Services	SWAT	Southwest Area Transportation Committee
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	TRANSPAC	Transportation Partnership & Cooperation (Central)
et al.	et ali (and others)	TRANSPLAN	Transportation Planning Committee (East County)
FAA	Federal Aviation Administration	TRE or TTE	Trustee
FEMA	Federal Emergency Management Agency	TWIC	Transportation, Water and Infrastructure Committee
F&HS	Family and Human Services Committee	UCC	Urban Counties Caucus
First 5	First Five Children and Families Commission (Proposition 10)	VA	Department of Veterans Affairs
FTE	Full Time Equivalent	vs.	versus (against)
FY	Fiscal Year	WAN	Wide Area Network
GHAD	Geologic Hazard Abatement District	WBE	Women Business Enterprise
GIS	Geographic Information System	WCCTAC	West Contra Costa Transportation Advisory Committee
HCD	(State Dept of) Housing & Community Development		
HHS	Department of Health and Human Services		
HIPAA	Health Insurance Portability and Accountability Act		

---



# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

3.

**Meeting Date:** 02/28/2022  
**Subject:** RECORD OF ACTION - December 16, 2021  
**Submitted For:** PUBLIC PROTECTION COMMITTEE,  
**Department:** County Administrator  
**Referral No.:** N/A  
**Referral Name:** RECORD OF ACTION - December 16, 2021  
**Presenter:** Paul Reyes, Committee Staff      **Contact:** Paul Reyes, (925) 655-2049

---

#### **Referral History:**

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

#### **Referral Update:**

Attached for the Committee's consideration is the Record of Action for the Committee's December 16, 2021 meeting.

#### **Recommendation(s)/Next Step(s):**

APPROVE Record of Action from the December 16, 2021 meeting.

#### **Fiscal Impact (if any):**

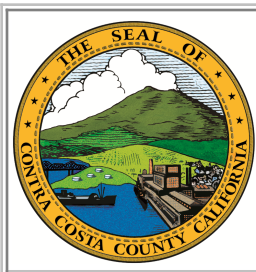
No fiscal impact. This item is informational only.

---

#### **Attachments**

Record of Action - December 16, 2021

---



## PUBLIC PROTECTION COMMITTEE

RECORD OF ACTION FOR  
December 16, 2021

Supervisor Federal D. Glover, Chair  
Supervisor Candace Andersen, Vice Chair

Present: Candace Andersen, Chair  
Federal D. Glover, Vice Chair

Staff Paul Reyes, Senior Deputy County Administrator  
Present:

1. Introductions

***Convened - 1:00 pm***

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

***No public comment.***

3. APPROVE Record of Action from the October 25, 2021 meeting.

***Approved as presented.***

AYE: Chair Candace Andersen  
Vice Chair Federal D. Glover

4. 1. CONSIDER interviewing applicants for a seat on the Juvenile Justice Coordinating Council (JJCC) reserved for Three (3) at-large representative seats and Two (2) community based organization representative seats on the JJCC.

2. RECOMMEND candidate for the vacant seat identified above to the Board of Supervisors for appointment consideration.

***The Committee conducted interviews and recommended the following candidates for appointment:***

***Trevor Arceneaux (community based organization seat)***  
***Louise Buckingham (at-large seat)***  
***Denise Mills - (at-large seat)***

AYE: Chair Candace Andersen  
Vice Chair Federal D. Glover

5. RECEIVE an update on County criminal justice fees and the impacts of AB 1869 (Criminal Fees).

***The Committee received an update on criminal justice fees. This was an informational item only, no action taken.***

6.
  1. RECEIVE an update on open Committee referrals; and
  2. PROVIDE direction to staff as appropriate.

***Committee received a update on the ongoing referrals and requested staff to include an update on the Stepping Up Initiative (including the A3-Anyone Anywhere Anytime initiative).***

AYE: Chair Candace Andersen  
Vice Chair Federal D. Glover

7. The next meeting is not currently scheduled.
8. Adjourn

***Adjourned - 1:28 pm***

---

For Additional Information Contact:

Paul Reyes, Committee Staff  
Phone (925) 335-1096, Fax (925) 646-1353  
paul.reyes@cao.cccounty.us



# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

4.

**Meeting Date:** 02/28/2022

**Subject:** Juvenile Justice Coordinating Council Applicants for one (1) At-Large Representative seat and one (1) Community Based Organization Representative seat

**Submitted For:** Esa Ehmen-Krause, County Probation Officer

**Department:** Probation

**Referral No.:** n/a

**Referral Name:** Juvenile Justice Coordinating Council

**Presenter:** Esa Ehmen-Krause

**Contact:** Deborah Caldwell 925-313-4188

---

#### **Referral History:**

The Juvenile Justice Coordinating Council (JJCC) is a multiagency advisory body that informs the development and implementation of a countywide juvenile justice plan composed of several critical parts, including, but not limited to an assessment of existing law enforcement, probation, education, mental health, health, social services, drug and alcohol and youth services resources which specifically target both at-risk as well as system-involved youth, and their families. The JJCC also coordinates on a countywide basis the work of those governmental and non-governmental organizations engaged in activities designed to reduce the incidence of juvenile crime and delinquency in the greater community, develop information and intelligence-sharing systems to ensure that county actions are fully coordinated, and provide data and appropriate outcome measures.

The Juvenile Justice Coordinating Council is composed of 20 members. Ten (10) Ex-Officio Members include the Chief Probation Officer (Chair), District Attorney's Office representative, Public Defender's Office representative, Sheriff's Office representative, Board of Supervisors' representative, Employment and Human Services Department representative, Behavioral Health Services representative, Alcohol and Other Drugs Division representative, Public Health representative, Juvenile Justice Commission Chair. Ten (10) additional JJCC members are appointed by the Board of Supervisors as follows: City Police Department representative, County Office of Education or a School District representative, four (4) At-Large community members, residing or working within Contra Costa County, two (2) Community-Based Organization representatives, and two (2) At-Large youth, fourteen to twenty-five years old and residing or working within Contra Costa County.

#### **Referral Update:**

The Probation Department issued a Press Release on February 1, 2022 (Attachment A) to recruit for one (1) At-Large Representative seat and one (1) Community Based Organization Representative seat on the Juvenile Justice Coordinating Council (JJCC). Probation received a total of three (3) applications prior to the deadline. Three (3) applications are included as Attachment B with personal contact information and signatures redacted. All applicants were invited to participate in public interviews scheduled for this Public Protection Committee meeting. A summary of the information provided by the three applicants is included as Attachment C, organized by the applicant's last name. A list of the JJCC members has been attached as Attachment D for your information.

#### **Recommendation(s)/Next Step(s):**

1. CONSIDER interviewing applicants for a seat on the Juvenile Justice Coordinating Council (JJCC) reserved for one (1) At-Large Representative seat and one (1) Community Based Organization Representative seat on the JJCC.

2. RECOMMEND candidate for the vacant seat identified above to the Board of Supervisors for appointment consideration.

#### **Fiscal Impact (if any):**

No Fiscal Impact

---

**Attachments**

Attachment A-Recruitment Press Release

Attachment B-Applications

Attachment C- Applicant Summary

Attachment D-JJCC Membership

---



**Martinez Office**

50 Douglas Drive, Suite 200  
Martinez, CA 94553  
925-313-4000



---

IMMEDIATE RELEASE  
February 1, 2022

Contact: Esa Ehmen-Krause, Chief Probation Officer  
925-313-4188  
[esa.ehmen@prob.cccounty.us](mailto:esa.ehmen@prob.cccounty.us)

### **Contra Costa County Seeks Applicants for Juvenile Justice Coordinating Council**

(Martinez, CA) - The Contra Costa County Board of Supervisors is seeking applicants who are interested in serving on its 20-member Juvenile Justice Coordinating Council (JJCC). The JJCC currently has the following two (2) vacancies:

- At-Large Representative (1)
- Community Based Organization Representative (1)

The Juvenile Justice Coordinating Council is a multiagency advisory body that informs the development and implementation of a countywide juvenile justice plan composed of several critical parts, including, but not limited to an assessment of existing law enforcement, probation, education, mental health, health, social services, drug and alcohol and youth services resources, which specifically target both at-risk as well as system-involved youth, and their families.

The JJCC will also coordinate on a countywide basis the work of those governmental and non-governmental organizations engaged in activities designed to reduce the incidence of juvenile crime and delinquency in the greater community, develop information and intelligence-sharing systems to ensure that county actions are fully coordinated, and provide data and appropriate outcome measures.

The Juvenile Justice Coordinating Council is composed of the following 20 members:

*Ten (10) Ex-Officio Members:*

- Chief Probation Officer, as Chair
- District Attorney's Office representative
- Public Defender's Office representative
- Sheriff's Office representative
- Board of Supervisors' representative

- Employment and Human Services Department representative
- Behavioral Health Services representative
- Alcohol and Other Drugs Division representative
- Public Health representative
- Juvenile Justice Commission Chair

*Ten (10) Additional Members, appointed by the Board of Supervisors, as follows:*

- City Police Department representative
- County Office of Education or a School District representative
- Four (4) At-Large members, residing or working within County of Contra Costa
- Two (2) Community-Based Organization representatives
- Two (2) At-Large youth, fourteen to twenty-five years old and residing or working within County of Contra Costa

Appointments to the Juvenile Justice Coordinating Council will be for the remainder of a two-year term ending December 31, 2023. The JJCC meets monthly October through April, and bi-monthly the remainder of the year. Members have the option to serve on two (2) subcommittees that each currently meet on a monthly basis.

Applications will be **due by 5 p.m. on February 14, 2022**, and all timely applicants will be invited to the public interview process conducted by the Board of Supervisors' Public Protection Committee: Supervisors Candace Andersen, District II, and Federal Glover, District V. This committee will then recommend a selection of applicants for Board of Supervisors to appoint to the Juvenile Justice Coordinating Council.

Below is a complete timeline of this recruitment process to fill the two (2) vacant JJCC seats:

- February 14: Final Day of the Application Period, due by 5:00 p.m.
- February 28: Public Protection Committee Meeting: Interviews
- March 8: Board of Supervisors Appointments

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 655-2000 or by visiting the County webpage at <https://www.contracosta.ca.gov/3418>. Completed applications should be emailed to [ClerkoftheBoard@cob.cccounty.us](mailto:ClerkoftheBoard@cob.cccounty.us). Applications can also be mailed to the Clerk of the Board of Supervisors Office at 1025 Escobar Street, 1st Floor, Martinez, CA 94553.

###

### Application Form

#### Profile

Dameon \_\_\_\_\_ L \_\_\_\_\_ POTTS Sr \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 Home Address

\_\_\_\_\_ CA \_\_\_\_\_  
 City State Postal Code

\_\_\_\_\_ Primary Phone

\_\_\_\_\_ Email Address

#### [District Locator Tool](#)

#### Resident of Supervisorial District:

District 4

Field Talent \_\_\_\_\_ Electrician \_\_\_\_\_  
 Employer Job Title

#### Length of Employment

4 years

#### Do you work in Contra Costa County?

Yes  No

#### If Yes, in which District do you work?

#### How long have you lived or worked in Contra Costa County?

40 years

#### Are you a veteran of the U.S. Armed Forces?

Yes  No

#### Board and Interest

#### Which Boards would you like to apply for?

Juvenile Justice Coordinating Council: Submitted

**Seat Name**

Dameon Potts Sr

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**If Yes, how many meetings have you attended?**

4

---

**Education**

**Select the option that applies to your high school education \***

High School Diploma

**College/ University A**

**Name of College Attended**

Laney College

**Degree Type / Course of Study / Major**

Political Science

**Degree Awarded?**

Yes  No

**College/ University B**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

**Other Trainings & Occupational Licenses**

**Other Training A**

Richmond Works

**Certificate Awarded for Training?**

Yes  No

**Other Training B**

Western Electrical Contractors Association

**Certificate Awarded for Training?**

Yes  No

**Occupational Licenses Completed:**

Yes

**Qualifications and Volunteer Experience**

**Please explain why you would like to serve on this particular board, committee, or commission.**

To whom this may concern, my name is Dameon Potts Sr. I have been a resident of Richmond for all the 40 years of my life.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I come from a low income family. I grew up in Richmond,ca and witnessed multiple shootings, domestic violence, robberies etc. I frequently volunteer at local youth centers to speak to the youth about the importance of getting a education and degrees. I also encourage them to stay away from getting involved in gang activity. I can relate with them because I am living proof that you can make positive outcomes through a negative conduit. I'm also a pop Warner league football coach for the Richmond steelers. I think that I can be an asset to help better our community more.

[Upload a Resume](#)

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**

Yes  No

**Do you have any obligations that might affect your attendance at scheduled meetings?**

Yes  No

**If Yes, please explain:**

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Yes  No

**If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:**

**If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:**

**List any volunteer or community experience, including any advisory boards on which you have served.**

---

### **Conflict of Interest and Certification**

**Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)**

Yes  No

**If Yes, please identify the nature of the relationship:**

**Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?**

Yes  No

**If Yes, please identify the nature of the relationship:**

**Please Agree with the Following Statement**

---

**I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

---

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
  - (1) Mother, father, son, and daughter;
  - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
  - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
  - (4) Registered domestic partner, pursuant to California Family Code section 297;
  - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
  - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

# Dameon Potts

**CAREER 4:** To acquire a position in an organization where opportunities for advancement are based on my skills and contributions.

## H HIGHLIGHTS OF UALIFICATIONS

C#@@@ritical Thinking  
Problem Solving

Effective Communicator  
Oral Comprehension

Hard Worker  
Punctual

## PROFESSIONAL EXPERIENCE

### Electrician

- Plan layout/installation of electrical wiring, equipment, or fixtures, based on job specifications and codes.
- Installation 1/2"-2" emt/rigid conduit using hand benders as well as mechanical benders.
- Connect wires to circuit breakers, transformers, or other components.
- Test electrical systems or continuity of circuits in electrical wiring, equipment, or fixtures, using testing devices, such as ohmmeters, voltmeters, or oscilloscopes, to ensure compatibility and safety of system.
- Use a variety of tools or equipment, such as power construction equipment, measuring devices, power tools, and testing equipment, such as oscilloscopes, ammeters, or test lamps.
- Inspect electrical systems, equipment, or components to identify hazards, defects, or the need for adjustment or repair, and to ensure compliance with codes.

### Solar Installer Technician

- Install photovoltaic (PV) systems in accordance with codes and standards using drawings, schematics, and instructions
- Assemble solar modules, panels, or support structures, as specified
- Apply weather sealing to array, building, or support mechanisms
- Determine appropriate sizes, ratings, and locations for all system overcurrent devices, disconnect devices, grounding equipment, and surge suppression equipment

### Low Voltage Installer

- Worked from schematics, diagrams, written and verbal instructions
- Inspection- Inspect electrical/fire alarm/network systems and their components to building/county code for the purpose of evaluating conditions and identifying necessary repairs and recommending preventive maintenance.
- Low voltage, single and multi-line wiring, and communication cables 5, 6, and coax.
- Built and installed racks, ladder racks.

## WORK HISTORY GENERAL

Electrician  
Electrician

CIP Resources, Berkeley, CA  
Aerotek Energy Services,  
Alameda, CA

03/2011- Present  
10/2008 - 01/2011

## EDUCATION

El Cerrito High School, El Cerrito, CA - Diploma 1999



Laney College, Oakland, CA-2002  
Western Electrical Contractors Association (WECA)-2007



Contra  
Costa  
County



Print Form

Please return completed applications to:  
Clerk of the Board of Supervisors  
1025 Escobar Street, 1st Floor  
Martinez, CA 94553  
or email to: ClerkofTheBoard@cob.cccounty.us

**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

First Name: Neil  
 Middle Initial: R. M.  
 Last Name: Stratton  
 Home Address - Street: [REDACTED]  
 City: [REDACTED] State: [REDACTED] Postal Code: [REDACTED]  
 Primary Phone (best number to reach you): [REDACTED]  
 Email Address: [REDACTED]

Resident of Supervisorial District (if out of County, please enter N/A): 4 [District Locator Tool](#)

Do you work in Contra Costa County?  Yes  No If Yes, in which District do you work? [REDACTED]

Current Employer: Retired Captain from WCPD  
 Job Title: Retired Captain from WCPD  
 Length of Employment: 32+ years

How long have you lived or worked in Contra Costa County? 58 Years

Board, Committee, or Commission: Juvenile Justice Coordinating Council  
 Seat Name: At-Large member

Have you ever attended a meeting of the advisory board for which you are applying?  
 Please check one:  Yes  No If Yes, how many? 2000-2002, JJ/DP Chair

**EDUCATION**

Check appropriate box if you possess one of the following:

High School Diploma  CA High School Proficiency Certificate  G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded
Oakland City College	A.A. in English	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cal State University, Hayward	BA Poly Sci & Masters in Pub Ad	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cal State Polytechnic, Pomona	MS in Management from Business School	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Occupational Licenses Completed: Post Basic, Intermediate, and Advanced Certificates

Other Trainings Completed: POST Command College, Class #6  
 FBI National Academy, Session #159  
 Certificate Awarded for Training?  Yes  No

Do you have any obligations that might affect your attendance at scheduled meetings?  Yes  No

If Yes, please explain: [REDACTED]

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?  Yes  No

Are you a veteran of the U.S. Armed Forces?  Yes  No

**Please explain why you would like to serve on this particular board, committee, or commission.**

I have a long-term interest in programs for youth. I've been a Cubmaster, Assistant SM and a Scoutmaster for the Boy Scouts of America. During college I worked as a playground director and coach for both the City of Alameda and the Hayward Area Recreation District in Alameda County.

I served three four year terms on the Contra Costa Juvenile Justice/Delinquency Prevention Commissions, including 2 years as chairman (2000-02), between 1998 and 2010. As the chair, I was also on the JJCC during that two year period.

I have four children and six grandchildren, most of whom live in California and some who live in Contra Costa County. My children and some of my grandchildren were educated in Contra Costa County. All of my children and two of my grandchildren are graduates of Diablo Valley College.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume).**

I was involved with Contra Costa Kops For Kids for 26 years as one of the founders and a member of the Board of Directors. During my term I also served as President, Executive Director, and a presenter of our "Maintaining a Positive Mental Attitude Seminar to students from the 5th grade through high school. I taught this course, along with others, to thousands of students a year for many years, including at Juvenile Hall and OAYRF.

The Seminar taught that people with a positive mental attitude have a better chance of success in life. We used a PowerPoint presentation with slides, videos, and music to present ways to deal with depression, bullying, and other problems that young people might face. The program also gave advice on using volunteer jobs in resumes and ways to present yourself at an oral interview. Afterwards we'd do sports clinics to practice positive attitudes.

**I am including my resume with this application:**

Please check one:  Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

[Empty text box for current advisory boards]

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

JJ/DP Commissions, 1998-2010, JJCC, 2000-2002, and Civil Grand Jury, 2018-19.

**List any volunteer and community experience, including any boards on which you have served.**

American Red Cross, Diablo Chapter, Board of Directors Chair, 1972-1976.  
Meridian District, Walnut Creek, Boy Scouts of America, Dean of Merit Badge Counselors, late 1960's.  
Contra Costa Kops For Kids Board of Directors, 1991-2018.  
First Aid Instructor, Diablo Chapter American Red Cross, 1970's.

**Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).**

Please check one:  Yes  No

If Yes, please identify the nature of the relationship: [Empty text box]

**Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?**

Please check one:  Yes  No

If Yes, please identify the nature of the relationship: [Empty text box]

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted Signature]

Date:

11/18/2021

Submit this application to: [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us) OR Clerk of the Board  
1025 Escobar Street, 1st Floor  
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)*

### **Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships: (1) Mother, father, son, and daughter; (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter; (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter; (4) Registered domestic partner, pursuant to California Family Code section 297; (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner; (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

## **RESUME**

**Neil R. M. Stratton**



### **Work Experience:**

City of Walnut Creek, California, Police Department, from 9-18-63 to 12-30-95.  
Police Officer, Detective, Sergeant, Lieutenant, and Captain. Also served as Acting Chief from time to time.

California State University East Bay (Formerly Hayward) from 1983-2002.  
Lecturer in the Criminal Justice Administration Department.

San Jose State University, From 1990-1998.  
Presenter in California POST Middle Management Course for Budgeting, Fiscal Management, & Grantsmanship.

University of California, Berkeley, 9-96 to 3-97.  
Prepared a 100 hour law enforcement training program for the People's Republic of China.

California Police Athletic Federation, 1991-1998.  
Executive Director of the 1998 California Police Summer Games.

Contra Costa Kops For Kids (formerly Contra Costa Police Athletic Association), 1991-2018.  
Founding member and board member for more than 26 years. Also served as President, Executive Director, Program Director, Coach, and middle & high school presenter for parts of this time.

Contra Costa County Juvenile Justice/Delinquency Prevention Commission, 1998-2010.  
Served as a commissioner and was the chair of the commission from 2000-2002.

Court Appointed Special Advocates of Contra Costa County, 1998-2005.  
Mentored foster youth that were wards of the juvenile court on a one-to-one basis.

Contra Costa County Civil Grand Jury, 2018-19.  
One of 19 members of this court appointed body selected to investigate local government agencies.

2.

**Education:**

**California State University, Hayward:**

**B.A. Degree in Political Science, 1965.**

**M.A. Degree in Public Administration, 1971.**

**California State Polytechnic University, Pomona:**

**California Peace Officer Standards & Training Command College, Class #6, 1988.**

**University of Virginia, Quantico, Virginia:**

**FBI National Academy, 159<sup>th</sup> Session, 1989.**

**California State Polytechnic University, Pomona:**

**M.S. Degree in Management from the Business Program, 1991.**

**Awards (for volunteer activities since retirement):**

**San Francisco Bay Area Jefferson Award for Volunteerism, 2010.**

**Dick Allen Award, Mt. Diablo Alternative Education Foundation, 2012.**

**San Francisco 49'ers Community Quarterback Award, 2014, including \$10,000 for Kops For Kids.**

**Diablo Magazine Threads of Hope Award, 2014.**

**Interests:**

**Swimming, fishing, tennis, golf, reading, spectator sports, and traveling.**

## **Publications by Neil R. M. Stratton**

### **Journal of California Law Enforcement, published by California Peace Officers Association:**

**"GUIDE: A School Resource Officer Program-Walnut Creek Style", April, 1980,  
Volume 14, #4.**

**"The Macho Image in Cops", Summer, 1982, Volume 16, #2.**

**"Cops and Computers", Spring, 1983, Volume 17, #2.**

**"Crisis Intervention Counseling in Domestic Violence Cases", Fall, 1985, Volume 19, #2.**

**"Law Enforcement in the 1990's and Beyond: A Challenge for all Californians", Fall, 1994,  
Volume 28, (Contributor and Editor).**

### **San Francisco Police Professional, published by the Office of Citizen Complaints (OCC):**

**"Cops: The Macho Image", October-December, 1986, Volume 2, #1.**

### **California Peace Officer Standards and Training Command College Project:**

**"How Will California Handle Spousal Abuse Incidents by the Year 2,000?", May, 1988.**

### **Law Enforcement and Social Welfare: The Emergency Response, published by Charles C. Thomas, Publisher, Springfield, Illinois, 1990:**

**"The Domestic Violence Response Team", Chapter 2.**

### **FBI Law Enforcement Bulletin, published by The Federal Bureau of Investigation, Washington DC:**

**"Birth of an Information Network", February, 1993, Volume 62, #2.**

### **California Peace Officer, published by the California Peace Officers Association, (CPOA):**

**"Birth of an Information Network", Spring, 1994.**

### **Introduction to Criminal Justice, California Edition, by Neil Stratton & Dr. Marc Neithercutt, Wadsworth Thompson Learning, Belmont, California, 2001.**

### **National Academy Associate Magazine, published by the FBI National Academy Associates Inc., Quantico, Virginia.**

**"Youth Mentoring Programs: Contra Costa Police Athletic Association", January-February,  
2005, Volume 7, #1.**

### Application Form

#### Profile

Julius \_\_\_\_\_ X \_\_\_\_\_ Van Hook \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

\_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
City

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Email Address

#### [District Locator Tool](#)

#### Resident of Supervisorial District:

District 5

Interfaith Council of Contra \_\_\_\_\_ Director of Spiritual Care \_\_\_\_\_  
Employer Job Title

#### Length of Employment

3 years

#### Do you work in Contra Costa County?

Yes  No

#### If Yes, in which District do you work?

#### How long have you lived or worked in Contra Costa County?

36 years

#### Are you a veteran of the U.S. Armed Forces?

Yes  No

#### Board and Interest

#### Which Boards would you like to apply for?

Juvenile Justice Coordinating Council: Submitted



**Seat Name**

Community-Based Organization representative

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**If Yes, how many meetings have you attended?**

---

**Education**

**Select the option that applies to your high school education \***

High School Diploma

**College/ University A**

**Name of College Attended**

Julius Xavier Van Hook

**Degree Type / Course of Study / Major**

B.A. Organizational Management

**Degree Awarded?**

Yes  No

**College/ University B**

**Name of College Attended**

Concordia University

**Degree Type / Course of Study / Major**

M.Ed Educational Management

**Degree Awarded?**

Yes  No

---

**College/ University C**

**Name of College Attended**

Contra Costa College

**Degree Type / Course of Study / Major**

African American Studies

**Degree Awarded?**

Yes  No

**Other Trainings & Occupational Licenses**

**Other Training A**

Clinical Pastoral Education

**Certificate Awarded for Training?**

Yes  No

**Other Training B**

**Certificate Awarded for Training?**

Yes  No

**Occupational Licenses Completed:**

---

**Qualifications and Volunteer Experience**

**Please explain why you would like to serve on this particular board, committee, or commission.**

I would like to serve on this particular commission because I believe I am a prime candidate to fill this vacancy. I am currently the Interfaith Juvenile Chaplain servicing the John A. Davis Juvenile Hall, as well as the Orin Allen Youth Rehabilitation Facility, also known as Byron Boys Ranch. I have previously been a K-12 educator, college counselor, youth pastor, and community organizer. I have an undying and unwavering commitment to the success of all young people, especially those who have been marginalized, and those who may be victims of unsavory circumstances beyond their control. I am levelheaded and fair, and I enjoy collaborating with others. Moreover, I have direct contact with the demographic that we are representing and believe that I will be able to bring a unique perspective to this commission.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I am currently the Interfaith Juvenile Chaplain servicing the John A. Davis Juvenile Hall, as well as the Orin Allen Youth Rehabilitation Facility, also known as Byron Boys Ranch. I have previously been a K-12 educator, college counselor, youth pastor, and community organizer. My life and career are both entrenched in the mission and purpose of this commission, and I feel I am most qualified to fill this vacancy.

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**

Yes  No

**Do you have any obligations that might affect your attendance at scheduled meetings?**

Yes  No

**If Yes, please explain:**

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Yes  No

**If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:**

JJCC

**If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:**

**List any volunteer or community experience, including any advisory boards on which you have served.**

Organizations I have volunteer and community experience with and I have served on advisory boards in several capacities in the following organizations: California Funeral Directors Association, Hercules Chamber of Commerce, Richmond Chamber of Commerce, Bay Area Urban League Young Professionals, Museum of the African Diaspora (MoAD), Black Young Democrats of San Francisco, Alpha Phi Alpha Fraternity Inc., Church of God in Christ Inc

---

### **Conflict of Interest and Certification**

**Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)**

Yes  No

**If Yes, please identify the nature of the relationship:**

no

**Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?**

Yes  No

**If Yes, please identify the nature of the relationship:**

I am the current Interfaith Juvenile Chaplain/ Director of Spiritual Care

**Please Agree with the Following Statement**

**I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
  - (1) Mother, father, son, and daughter;
  - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
  - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
  - (4) Registered domestic partner, pursuant to California Family Code section 297;
  - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
  - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

# JULIUS XAVIER VAN HOOK

## Director Of Spiritual Care

Offers a proven track record of commended performance training, counseling and administration, with a passion for excellence and an unwavering commitment to optimizing organizational success.

### CORE COMPETENCIES

<ul style="list-style-type: none"><li>● Pastoral Care</li><li>● Crisis Intervention</li><li>● Case Management</li><li>● Public Speaking</li></ul>	<ul style="list-style-type: none"><li>● Spiritual Counseling</li><li>● Administration</li><li>● Leadership Development.</li><li>● Cultural Competency</li></ul>
---	---

### PROFESSIONAL EXPERIENCE

#### Contra Costa County Probation Department, Martinez, CA

Director of Spiritual Care/ Interfaith Juvenile Chaplain

January 2019 - Present

#### Key Contributions:

The Director of Spiritual Care is responsible for providing pastoral care to incarcerated juvenile offenders and their families when requested. The Interfaith Juvenile Chaplain serves as the religious program manager ensuring that all youth are afforded the opportunity to practice the faith of their choice and coordinates the various activities of all faith groups. The Chaplain also provides pastoral care and counseling that frequently include grief counseling upon notification of death or other tragedies. Additional responsibilities include advising on and implementing religious program policy, clarifying issues involving various faith practices -- religious articles, diets, and standards -- ensuring that these are permitted to the fullest extent possible within the usually restrictive corrections environment. The Chaplain works closely with the facility's staff to encourage community participation and recruits, trains, and supervises various faith representatives and volunteers.

#### Alameda County Probation Department, San Leandro, CA

Supervising Chaplain

April 2018 - Present

#### Key Contributions:

- Thorough knowledge of the religious needs of delinquent and emotionally disturbed youth and an awareness of the professional literature in the field on delinquency and religion.
- Considerable knowledge of the religious beliefs and practices of a diverse range of faith groups and denominations and the resources pertaining to such religious beliefs, standards, and practices.
- Work sensitively and compassionately with youth of diverse religious, racial, and cultural traditions including youths of all gender identities and expressions and sexual orientations.
- Maintain the highest ethical standard of behavior to avoid any social, personal, financial, or political situation that might discredit their ministry or correctional chaplaincy services.
- Exercise their ministry without influencing others to change their religious preferences or faiths and without communicating any derogative attitude toward other faiths.
- Balance administrative duties with direct ministry through individual or group activities which include religious services, spiritual activities, and pastoral counseling.

# JULIUS XAVIER VAN HOOK

---

- Excellent oral and written communication.
- Work effectively with professionals in a corrections environment and the community.
- Communicate monthly with Alameda County County Probation Department on the progress and fulfillment of chaplaincy services and as well as regularly updating the Probation Chief of the correctional facilities.
- Attend the monthly meetings.
- Attend some correctional facilities training and participate in their peer support program.

## **United States Air Force Reserve**

2nd Lieutenant/ Chaplain Candidate

August 2107 - Present

### **Key Contributions:**

- Specializing in pastoral ministry in a multi-ethnic, multi-denominational and socio-economic cultural setting without compromising my Pentecostal and Evangelical distinctiveness. Performing and providing worship services to members of all Christian denominations and providing spiritual, grief, family and crisis counseling. A compassionate crisis leader, advisor and counselor pastoring in this organization

## **Wilson & Kratzer Mortuaries, Richmond, CA**

Funeral Director/Mortician

January 2015 - Present

### **Key Contributions:**

- • Meets with client families to listen and arrange personalized memorial services
- Ensures all files and paperwork are timely and in accordance with relevant laws and regulations
- Conducts and attends services regularly
- Understand and implements company provided training
- Works on-call/first call, as needed
- Utilizes systems to review merchandise options, enter contracts and complete necessary forms
- Directs employees to ensure they meet a high standard of professionalism and service level
- Appropriately uses corporate support
- Maintains open and effective communication and accurate, up-to-date client files
- Participation in community events, groups and/or organizations

# JULIUS XAVIER VAN HOOK

---

## **Pilgrim Rest Church, Richmond, CA**

Senior Ministry Director of Children, Youth & Collegiate Ministries  
January 2014 – Jan 2017

### **Key Contributions:**

- Lead and organize effective youth programs implementing fellowship, worship, biblical teaching, discipleship, and evangelism, as well as ministry and mission opportunities.
- Recruit, train and shepherd volunteer youth staff with diverse gifts and personalities.
- Provide counseling and spiritual direction to youth on an individual basis.
- Maintain contact with students and parents, keeping them informed of ongoing activities. Keep parents updated on ministry strategies and plans in a way that encourages partnership and involvement.
- Support Impact parents in effectively fulfilling their Christian parenting roles, in concert with other pastoral staff.
- Assist in the development and oversight of the youth ministry budget; also manage student fees for events and trips in a timely fashion.
- Seek to integrate youth ministry into all phases of church life to create a culture that is intentionally intergenerational, striving to unite with and complement other church ministries.
- Participate as needed or requested in the evaluation and development of the overall church ministry.

## **College Track, San Francisco, CA**

College Affairs Program Manager June 2013 - June- 2014

### **Key Contributions:**

- Manage the hiring, training and daily supervision of part-time staff and volunteers; engage and support staff members as they support students at the Scholarship Help Desk and in College Advisory Workshops
- Ensure students complete College Affairs student requirements, which include scholarship submissions and attendance at weekly Advisory Workshops, college fairs, college representative visits, and college tours
- Implement and improve College Affairs Program plan, including important dates related to scholarship application deadlines, college Advisory workshops, and Advisory curriculum for students
- Assess quality of program operations according to the site's College Affairs standards and report three times yearly on progress against College Track Student Requirements
- Successfully manage the expense budget for the College Affairs program

## **R.A.A.M.P. Charter Academy of Math and Science, Antioch, CA**

Middle School Teacher (Grades 6,7,8) , August 2012- June 2013

### **Key Contributions:**

- Developed standards-aligned, measurable, ambitious and feasible big goals which resulted in dramatically increasing student achievement
- Used California content standards to backwards plan, develop unit and long term pacing plans and create rigorous, objective-driven lesson plans including differentiating plans for individual students
- Invested students in working hard to achieve big goals and engaging and challenging students in learning while checking for student understanding using effective questioning strategies and student

# JULIUS XAVIER VAN HOOK

---

practice

- Demonstrated flexibility and responsiveness through monitoring and modifying instruction while evaluating student performance
- Used data effectively to inform instruction
- Ensured that students and families were aware of progress toward goals while creating a culture of respect and equity and high expectations for learning.
- Support and manage student behavior effectively, including students with continued or intensive behavior excesses
- Implementing culturally responsive pedagogy on a daily basis

## **Office of Neighborhood Safety, City of Richmond, Richmond, CA.**

Peacekeeper, 2009 – 2011, 2017

### **Key Contributions:**

The Office of Neighborhood Safety (ONS) provides functionality that creates, promotes and strengthens activity designed to produce community safety and well being.

A Peacekeeper is a part of a community team that focuses on reducing homicide and other violent crime in the city. Much of the team's work will be data driven, and as such will target the city's highest impact neighborhoods and communities.

The goal will be to mitigate and, wherever possible, prevent violence through the provision of alternatives and active linkage to services and supports.

A Peacekeeper's main responsibilities include conducting community outreach, assisting in mediating low-level conflicts, referring high-level conflicts, and referring high-need residents for support services, including case management services, employment services, etc.

## **Genesis Worship Center, Oakland, CA**

Executive Pastor/ Chief Operating Officer, 2004 – 2014

### **Key Contributions:**

The Executive Pastor is responsible for the overall leadership and direction of church staff, leading all functional areas in the accomplishment of the church's mission. This includes outreach, arts, pastoral care, group life, student and children's ministry areas as well as strategic planning, finance, administration, human resources, and operations.

(Former Minister of Music and Youth and Young Adult Pastor)

## **Patten University, Oakland, CA**

Religion Teacher intern, 2009-2011

### **Key Contributions:**

- Taught students about history and founders of the religion provided theory classes
- Enlightened students about religion's rituals and practices
- Evaluated and graded students' knowledge on religion through different assignments and exercises
- Promoted optimism and faith in God among the students



# JULIUS XAVIER VAN HOOK

---

## **Leadership Public School, Richmond, CA**

Music Teacher, 2006-2007

### **Key Contributions:**

- Earned high marks for the quality and creativity of classroom teaching, lesson plans and instructional materials used in teaching music
- Developed innovative approaches that were repeatedly held up as the model standard for meeting district goals in areas including technology integration across the curriculum, experiential learning, literacy and diversity.
- Consistently commended for ability to redirect students exhibiting behavior problems by replacing disruptive, unproductive patterns with positive behaviors. As a result, selected to lead district-wide in-service on classroom management.
- Actively served on a variety of school committees and task forces focused on curriculum development, textbook review, fundraising and anti-bullying efforts.

## **EDUCATION & CREDENTIALS**

Patten University, Oakland, CA

Bachelor of Art, Organizational Management, (Biblical Studies- minor) 2011

Concordia University, Portland, OR

Master of Education, (concentration in Educational Leadership) 2014

Pacific School of Religion, Berkeley, CA

Master of Divinity, (Chaplaincy), *Fall 2023*

State of California,

Funeral Director

California Commissioned Notary Public

Church of God in Christ, Inc., Memphis, TN

Ordained Elder, 2011

Kaiser Permanente Clinical Pastoral Education Program, Walnut Creek, CA

Level One Unit of CPE, 2020

Shaw Chaplaincy Institute of University of Redlands Graduate School of Theology Clinical Pastoral

Education Program, San Anselmo, CA

Level One Unit of CPE, 2020

## JUVENILE JUSTICE COORDINATING COUNCIL APPLICANT SUMMARY

Last Name	First Name	District	Seat Eligibility	City	Current Employment/Volunteer	Interest
Potts Sr.	Dameon	4	At-Large	Richmond	Advance Behavioral Technician	Would be an asset to help better our community more. Frequently volunteers at local youth centers to speak on education and degrees.
Stratton	Neil	4	At-Large & CBO	Concord	Retired Captain for Walnut Creek PD; Contra Costa Kops for Kids	Has long-term interest in programs for youths. Was involved with Contra Costa Kops for Kids for 26 years. Served three four-year terms on the Contra Costa Juvenile Justice/Delinquency Prevention Commissions.
VanHook	Julius	5	At-Large & CBO	Hercules	Interfaith Juvenile Chaplain	Has been a K-12 educator, college counselor, youth pastor, and community organizer. Has an undying and unwavering commitment to the success of all young people.

## Attachment D

Contra Costa County  
 Juvenile Justice Coordinating Council  
 Membership February 1, 2022

Seat	Incumbent	Representing	Expiration
Chief Probation Officer, as Chair	Esa Ehmen-Krause	Probation Department	ex-officio
District Attorney's Office	Andrea Tavenier	District Attorney's Office	ex-officio
Public Defender's Office	Jonathan Laba	Public Defender's Office	ex-officio
Sheriff's Department	Brian Vanderlind	Sheriff's Office	ex-officio
Board of Supervisors	Candace Andersen	Board of Supervisors - District II	ex-officio
Department of Social Services	Roslyn Gentry	Employment and Human Services Department	ex-officio
Department of Mental Health	Steven Blum	Behavior Health - Health Services Department	ex-officio
Community-based Drug and Alcohol Program	Fatima Matal Sol	County Alcohol and Other Drugs	ex-officio
City Police Department	Trevor Schnitzius	Antioch Police Department	
County Office of Education or a School District	Lynn Mackey	Contra Costa Office of Education	
Public Health	Daniel Peddycord	Public Health - Health Services Department	ex-officio
At-large Community Representative #1	Louis Buckingham	District 3	6/30/23
At-large Community Representative #2	Meg Keeley	District 1	6/30/23
At-large Community Representative #3	Denise Mills	District 1	6/30/23
At-large Community Representative #4	Vacant	District 3	1/31/22
Nonprofit Community-based Organization #1	Vacant	CBO	1/31/22
Nonprofit Community-based Organization #2	Trevor Arceneaux	CBO	6/30/23
At-large Youth Representative #1	Carlos Fernandez	District 1	6/30/23
At-large Youth Representative #2	Sydney Mendez	District 3	6/30/23
Chair of the Juvenile Justice Commission	Ri Scott	Juvenile Justice Commission	ex-officio



# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

5.

**Meeting Date:** 02/28/2022  
**Subject:** REPORT on progress of the Racial Justice Oversight Body  
**Submitted For:** Esa Ehmen-Krause, County Probation Officer  
**Department:** Probation  
**Referral No.:** N/A  
**Referral Name:** Referral on Racial Justice Oversight Body  
**Presenter:** Christopher James, W. Haywood Burns Institute      **Contact:** Patrice Guillory, (925) 313-4087

---

#### **Referral History:**

In April 2016, the Board of Supervisors (BOS) accepted recommendations from the Public Protection Committee to form a 17-member Racial Justice Task Force and then appointed members to this Task Force in September 2016. After Resource Developments Associates was awarded a contract by the County in February 2017 to provide facilitation and data analysis services, the Racial Justice Task Force was convened from April 2017 through June 2018. During this time the Task Force reviewed data on local criminal and juvenile justice systems and processes, discussed best practices and emerging practices to address racial disparities in those systems and processes, and ultimately developed a set of recommendations that would help the County reduce the identified disparities.

In July 2018, the Board of Supervisors adopted the "Racial Justice Task Force - Final Report and Recommendations" (see [Attachment B](#)) with the exclusion of recommendations #18 and #19. The first recommendation called for the establishment of a Racial Justice Oversight Body (RJOB) that would "meet on a quarterly basis" to "oversee the implementation of the recommendations" and provide the County with a report of its activities "on an annual basis." Based on this recommendation, in November 2018 the Public Protection Committee nominated individuals for appointment to the RJOB, and on December 4, 2018, the Board made the appointments.

#### **Referral Update:**

After the Office of Reentry and Justice staff concluded a contractor solicitation process, on April 16, 2019, the Board of Supervisors approved the execution of a contract with the W. Haywood Burns institute (BI) to provide committee consulting and development services for the Racial Justice Oversight Body (RJOB).

In this role, BI was contracted to perform the following services:

1. Support meaningful participation by all members and efficient and effective decision making;
2. Create a structure that will allow the RJOB to achieve its objectives;
3. Assess progress toward two-year work plan for the RJOB, and facilitate RJOB meetings and activities in a way that ensures engagement and participation among RJOB membership in order to meet the Body's objectives;
4. Engage and support stakeholders in their efforts to implement recommendations of the Racial Justice Task Force;
5. Provide the RJOB with research support and subject-matter expertise in areas related to racial justice, criminal and juvenile justice reform, data and evaluation, and community engagement;
6. Produce and present a final public report detailing the RJOB's progress in addressing racial and ethnic disparities of the local criminal and juvenile justice systems;

In July 2019, BI convened the first quarterly RJOB meeting. Since then BI has helped the body develop Bylaws ([Attachment C](#)), structure itself into three subcommittees that have met monthly, and assisted each subcommittee in working toward their objectives as identified in their work plans. The current Bylaws are still pending final approval by the Board of Supervisors. Additionally, BI has provided a status report detailing the progress the RJOB has made to date ([Attachment A](#)). The Office of Reentry and Justice will work with the County Administrator's Office and BI to update the workplans to align them with the recommendations referred by the Board of Supervisors.

In 2021, the RJOB had the following actions:

<b>RJOB Action</b>	<b>Related BOS Recommendation</b>
Endorsement of the Miles Hall Lifeline Act	#3
Request technical assistance for community capacity fund	#11
Requested a commendation for the Probation Department for their engagement and data transparency*	#5
Requested creation of a Sheriff Oversight Body	Not related to the referred recommendations
Proposed updated Bylaws to address membership and quorum issues	Administrative

\* The Sheriff's Office and Office of Education have also provided data to the Data Subcommittee.

**Recommendation(s)/Next Step(s):**

RECEIVE a report from the W. Haywood Burns Institute on the progress and activities of the County's Racial Justice Oversight Body in 2021, and provide direction to staff as needed.

---

**Attachments**

Attachment A - The W. Haywood Burns Institute – 2021 RJOB Final Project Report & Presentation

Attachment B - Racial Justice Task Force Recommendations

Attachment C - RJOB Amended Bylaws (Redline Copy & Clean Copy)

Attachment D - RJOB Work Plan

Attachment E - RJOB Community Engagement and Funding Subcommittee Work Plan

Attachment F - RJOB Data Subcommittee Work Plan

Attachment G - RJOB Diversion Subcommittee Work Plan

---



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

Contra Costa County

Racial Justice Oversight Body

2021 Final Project Report

## **Introduction**

The W. Haywood Burns Institute (BI) was established to provide local jurisdictions with practical, proven approaches for reducing racial and ethnic disparities (R.E.D.). For over 15 years, the BI has successfully worked with jurisdictions in more than 40 states to reduce R.E.D. by leading traditional and non-traditional stakeholders through a data-driven, community-informed, and consensus-based process. It is the BI’s experience that local jurisdictions can implement successful and sustainable strategies that reduce R.E.D. by examining key decision-making points within the justice system.

The purpose of this report is to provide feedback on the progress and potential of the Racial Justice Oversight Body to promote equity and reduce R.E.D. in Contra Costa County. This report is not intended to be a comprehensive assessment of Contra Costa County’s racial equity work nor a full assessment of whether and to what extent R.E.D. exists within the county. Rather, this report is intended to share observations and recommendations with Contra Costa County to guide the RJOB’s work with an equity lens.

## **Structure**

The Racial Justice Oversight Body (hereinafter ‘RJOB’ or ‘Body’) is comprised of 18 overall members, including nine community representatives that include representatives of local community-based organizations (CBOs) and nine representatives from specified local County agencies. It is quite rare for the Burns Institute to see such an even representation of system and community stakeholders, an approach we consistently advocate for, but which is usually not fully executed (the court is one of the nine County agency members and hold the seat as a non-voting member). In keeping with this composition, we encouraged the Body to elect two co-chairs, one a community stakeholder and one a systems stakeholder. In 2021, the Body duly



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

elected Ellen McDonnell of the Contra Costa County Public Defender’s Office and Tamisha Walker of the Safe Return Project as co-chairs.

Additionally, the RJOB has three subcommittees which meet monthly to allow for more intensive and subject-matter specific action in their respective areas. Those subcommittees are as follows:

- Community Engagement & Funding (CEF) Subcommittee, chaired by Jeff Landau of the Contra Costa County Racial Justice Coalition
- Data Subcommittee, chaired by Rebecca Vichiquis of the County Office of Education
- Diversion Subcommittee, chaired by Stephanie Medley of the RYSE Center

Over the course of 2021, the Community Engagement & Funding Subcommittee has met a total of eight times, while the Data Subcommittee has met a total of ten times, and the Diversion Subcommittee has met a total of nine times.

### **Background**

The operative word for the RJOB in 2021 was transition. From shifts within the ORJ to unforeseen changes within the Body itself, much has changed over the course of the year. Many of these cost the group time and momentum, often displacing continuity. Despite those setbacks, the work has continued as much as possible, with new members joining the Body, others leaving it, and some significant leadership changes within the Body at large as well as within the subcommittees.

Additionally, burnout may have played a significant role in the relative lack of momentum on some of the year’s identified objectives and goals. Many of the RJOB members work on several other similarly situated advisory boards or other collaborative spaces working to create positive changes within the County. This has a significant impact because much of the work requires additional working meetings beyond the regularly scheduled meetings scheduled for each subcommittee. Because so many of the members have a severely limited amount of time to dedicate to ad-hoc meetings, it can be difficult to have the participation and focus required to move some of these meetings along.

Significant progress involving data collection, analysis, and public reporting remained a central focus throughout the year considering the fact that the RJOB is reliant on individual agencies to agree to share data in order to meet the Body’s goals and objectives. While there is plenty of work left to be done, the Body is beginning to hit a stride in making requests, following up, and



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

making the data it has received so far available to the public. However, with many County agencies not yet sharing data with the RJOB, and data remaining imperative to nearly every objective, data will remain a focal point of the work as it continues in 2022.

## **Observations and Findings**

### **I. Activities and Accomplishments**

The RJOB has continued to work toward its identified priorities within its work plan. Much of this work is divided among the subcommittees – Community Engagement and Funding, Data, and Diversion. Led by the Data subcommittee, the RJOB petitioned both the Police Chiefs’ Association and Mayors’ Conference at meetings this year. Representatives made formal requests for local police departments to share race/ethnicity data concerning local jail admissions, which will provide greater transparency while leading to insightful analysis to inform policy and practice changes. The RJOB also discussed background check and recruitment processes for law enforcement agents within the County after receiving concerned public comment. Finally, due to state legislative changes, the RJOB has asked for the creation of a Sheriff Oversight Board pursuant to government code section 25303.7 and refer back to RJOB for recommendations regarding its charge and composition. The complete list of Body actions taken this year are as follows:

- 5/6/21: On behalf of the CEF Subcommittee, to strongly recommend to the BOS that they endorse the creation of the Miles Hall Non-Police Response Unit and AB 988 (The Miles Hall Lifeline Act).
- 5/6/21: On behalf of the CEF Subcommittee, to request initial funding from the BOS for technical assistance with development of a proposal for a two-phase, hybrid cohort community capacity fund.
- 5/6/21: On behalf of the Data Subcommittee, request a commendation to Probation at the BOS for their engagement in the subcommittee and their willingness to share data and promote transparency.
- 8/5/21: RJOB urges the BOS to create a Sheriff Oversight Board pursuant to government code section 25303.7 and refer back to RJOB for recommendations regarding its charge and composition.





**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

- 11/4/21: Approved changes to Body membership and bylaws resulting from existing vacancies and address challenges with maintaining quorum.

Despite the numerous activities and accomplishments listed, the bulk of the RJOB’s work resides within the subcommittees. Each subcommittee’s work is detailed below:

- A. **The Community Engagement and Funding Subcommittee** has worked to define guidelines for the development of a community capacity fund, ultimately leading to a recommendation to the Board of Supervisors to enlist the services of a technical assistance provider to assist with fund development and provide substantive support, consultation, and financial support to participating community-based organizations. The CEF subcommittee has also been working toward hosting a community data forum, in partnership with the Data subcommittee, to engage and support community conversations surrounding the publicly accessible data retrieved by the Body. The CEF was unable to sustain the momentum it built last year on the objective of working toward a Youth Advisory Council, which would provide youth the opportunity to be heard and make contributions toward the recommendations regarding the criminal legal system and its policies for those under the age of 18. These efforts will re-launch in 2022.
  
- B. **The Data Subcommittee** has seen significant progress this year, spearheading efforts to support RJOB’s leadership in presenting to both the Police Chiefs’ Association as well as the Mayor’s Conference. In addition to developing these presentations, the Data subcommittee has submitted written requests to the DA’s office and has received a preliminary response. Additionally, this subcommittee has secured data on a quarterly basis from the Sheriff’s Office, the Probation Department, and the County’s Office of Education. Furthermore, the subcommittee has supported posting these data reports and findings on the RJOB’s webpage, making all of the data it currently receives available to the public. While this is not a dashboard, until logistics and content for a fully functioning dashboard are fully executed, this is a significant step toward immediate data transparency. The data subcommittee is also supporting the development of a community forum to share current data and get community feedback, which will be held early 2022. Finally, based on the disparities found in the data reporting at the point of arrest for youth and juveniles and after further exploration with a few local law enforcement agencies, this subcommittee has discovered that there is currently little to no training for law



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

enforcement on engagement with youth and knowledge of adolescent brain development and cognitive behavior. With this understanding and potential for reducing a disparity among young people at arrest, the subcommittee is currently seeking to secure funding for an evidence-based training program for local law enforcement officers across the County.

- C. **The Diversion Subcommittee** finalized its definition of diversion and proceeded to invite presenters from various current and previous diversionary programs administered by County agencies and local law enforcement, outlining details such as eligibility criteria, utilization rates, offense types, etc. As the group continued to dig deeper into diversionary programs, it became clear that while it hopes to develop specific, programmatic recommendations for use in all county-led diversion programs, there are relatively basic needs which must first be addressed. These include the collection of race/ethnicity data for referrals and tracking data on successful completions vs. unsuccessful referrals, among others. The diversion subcommittee continues to work toward developing equitable and inclusive eligibility criteria to be used countywide. Members of the subcommittee have identified transition aged youth as a priority population due to lack of services and resources.

## II. Attendance

The RJOB will have two vacancies entering the new year due to inactive participation and changes in personal schedules impeding member involvement. This impacted quorum and presented several challenges for the CEF subcommittee to hold and continue meeting proceedings throughout the year. The CEF subcommittee canceled three meetings due to quorum challenges – on February 11th, August 12th, and November 15<sup>th</sup> – and has made changes to its roster later in the year in hopes to address the issues and ensure that quorum will be met going forward. It will be important to ensure equity and inclusion going forward in filling vacancies and would be a great idea to potentially bring on some relative newcomers to serve on the RJOB to address the burnout issues mentioned above and bring new and evolving ideas and perspectives to the work as a whole. The Diversion subcommittee has had two meeting



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

cancellations this year, both due to presenters who were unable to submit their materials on time for inclusion in the meeting agenda packets.

III. Proposed Work Plan/Objectives for Next Year

The RJOB will continue to work toward the objectives laid out in its initial work plan, which primarily consists of the recommendations developed by the Racial Justice Task Force. Many of these recommendations will be carried out by the subcommittees on behalf of the RJOB. Therefore, each subcommittee also has a work plan which features more specific goals and objectives developed to flesh out how that subcommittee should go about working to accomplish each item. For the RJOB, specific objectives which will remain areas of focus for the coming year include the following:

- **Objective 7 – Establishing a community capacity fund to improve capacity of CBOs to provide reentry services**
- **Objective 11 – Ensuring collection/reporting of accurate data in all criminal justice and law enforcement agencies countywide.**

While more of the work plan’s objectives may be accomplished than just those listed here, based on current progress as well as the content of current and upcoming meeting agendas, it seems that these identified work plan objectives are the foremost among many, and significant progress toward these objectives will be crucial for the other objectives laid out in the work plan as it currently stands.

In addition to the RJOB’s work plan objectives, the CEF Subcommittee will continue to work toward its stated goal of ‘Increasing meeting and decision making accessibility and transparency’ by helping to support and develop a Youth Advisory Council to review, inform, and approve RJOB decisions – thus increasing youth voice which has been relatively scarce to date. The CEF subcommittee’s work is also directly aligned with RJOB Work Plan Objective 7 as listed above. The Diversion Subcommittee will continue to work toward two main objectives as identified in its work plan. First is ‘Objective 2: Develop separate recommendations for adult and youth populations.’ The second is ‘Objective 3: Strive to ensure the broadest possible pool of eligible participants in diversion’ and this will be completed by examining best practices nationally in terms of diversion eligibility and comparing them to the current eligibility criteria within the County to propose recommended changes.



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

The Data subcommittee, in addition to its primary goal which is captured by Objective 11 above, has also made significant progress on Objective 2, which reads in part, “Office of Reentry and Justice shall publish data related to the demographic, criminal justice, law enforcement, and education patterns present within the County by race/ethnicity.” Establishing the data website which houses all the data collected and shared with the RJOB to date is in service to this objective from the Data subcommittee’s work plan.

### **Recommendations**

In addition to any relevant recommendations included in earlier reports, we also recommend the following:

Building on a previous recommendation about the development of an orientation meeting and materials for new members (with at least two vacancies left for new members potentially joining the RJOB, and the expiration of term for all nine CBO Representatives seats, Local Law Enforcement Representative Seat, and Local School District Representative seat at the end of 2022), we recommend a significant and coordinated effort to bring on a few members who may not be experienced at this level. Currently, many members have much experience and are spread thin among several engagements at the County level. This will mean spending significant time to build the skills and confidence of the new members as the work continues, in hopes of developing new perspectives as well as new County advocates with potentially more time to engage this work and play an active role within it. Additionally we recommend reaching out by e-mail to members who miss meetings, which should include a copy of the Record of Actions or some similar document. This could help to build continuity and accountability for members who miss meetings and may help to establish better communication in the event of scheduling issues or other unforeseen conflicts and has had this impact in other jurisdictions.

While meetings remain virtual, we would also recommend more expansive use of programs such as Jamboard or other collaboration tools which allow users to work on the same document in real time. Such tools give members time to think and respond, even if some members or public meeting attendees do not feel comfortable speaking up in a meeting, or may not have a timely response as an agenda item prompt is announced. Additionally, these tools are helpful in developing more of a culture within the RJOB around working meetings, which will remain a



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

necessary part of the work, in addition to reports on agenda items. A balance between both approaches is preferred in addition to ad-hoc working meetings between small groups of subcommittee members which do not constitute a quorum.

Related to the previous recommendation, we may need to consider the practice of developing and distinguishing working meetings from meetings which move along more quickly between agenda items. This practice would alert members that they will be expected to engage at a detailed level with materials, providing feedback and input. Such meetings may feature long pauses and may not appear as polished or efficient as others, but these are expected parts of the process when working on a document or providing feedback in real time and having such meetings occur at designated times may help everyone to be comfortable with this meeting style and to prepare to fully participate.

Questions remain within the RJOB about what the Body has the authority to do and at what point it has reached the limit of its authority and must submit actions for approval by the Board of Supervisors. Additionally, when and how to properly submit items which the Body has agreed upon to the Board of Supervisors seems relatively unclear among RJOB members. We would recommend that the RJOB meet with the Board of Supervisors at least semiannually, as this would create direct communication between the two groups, allowing the Board of Supervisors to hear directly not just the concerns and recommendations of the RJOB so that it can make the appropriate actions or inquiries, but also the context and thought processes behind each one for the best understanding. Such meetings would also allow the RJOB to follow up with the Board of Supervisors for updates on recommendations and other items submitted to the Board for approval, and would help to demystify the process of communicating with and working alongside the Board of Supervisors to achieve important goals and objectives which are all oriented toward more racially equitable outcomes in the Contra Costa County justice system.

### **Conclusion**

While progress may sometimes appear to be slow, particularly considering the ambitious recommendations set forth by the RJTF for the RJOB to implement, it is important to point out the many strides the RJOB has been able to make this year. In particular, the Data subcommittee is to be commended for its efforts which have resulted in receiving race/ethnicity data from Probation, the Sheriff's office, and County Office of Education in addition to submitting and



**HAYWOOD  
BURNS INSTITUTE**

JUSTICE. FAIRNESS. EQUITY.

475 14<sup>th</sup> St. · Suite 800 · CA 94612

Telephone (415) 321 – 4100 · Fax (415) 321 – 4140

[www.burnsinstitute.org](http://www.burnsinstitute.org)

presenting requests to other relevant agencies within the local criminal legal system throughout the year. These developments are the result of hard work and will impact every level of the Body’s work going forward, as data is extremely important to help inform system decision-making to improve outcomes.

We will also institute a practice of prioritizing a few yearly goals among the many sweeping recommendations and moving those ahead as efficiently as possible to continue building momentum toward some of the larger and more challenging projects within the RJOB’s charge.

As the Body moves forward with renewed commitment to this work, orienting new members and maintaining feedback loops among the existing membership will be crucial to ensure maximum participation. Building a closer working relationship with the Board of Supervisors will also be an imperative development, helping to generate more action and continuity after the RJOB agrees to take certain action steps. This will help to eliminate burnout concerns as members begin to see their work come to fruition and have a direct line of communication, as opposed to feeling that much is beyond their control. In turn, that relationship will build community confidence, not only in the RJOB but in the process of engaging systems at this level to be accountable for racially equitable outcomes. Community confidence and buy-in surrounding these entities and processes is extremely important to building a safer, healthier, and more racially equitable Contra Costa County.

The BI continues to believe in the potential within the County to make pragmatic policy/practice changes as well as the larger cultural shifts necessary to achieve that vision, and we remain committed to the work such a vision will warrant.



# RJOB Progress Report 2021

Public Protection Committee Meeting

Monday, February 28

# Agenda

Background

Actions

Activities

Recommendations





# Background

- 18 - seat Body: meets quarterly
  - 9 criminal legal system stakeholders
  - 9 CBO members
  - 2 co-chairs: 1 CBO, 1 system
- 3 Subcommittees: meet monthly
  - Diversion
  - Data
  - Community Engagement and Funding



# Background

- Lots of transitions:
  - Leadership and Membership
- Ambitious, sweeping recommendations
- Signs of burnout:
  - Ad-hoc meetings
- Data subcommittee emerged



# Actions in 2021

## 1. Endorsement of the Miles Hall Lifeline Act



# Actions in 2021

2. Requesting technical assistance for community capacity fund



## Actions in 2021

3. Requesting a commendation for the Probation Dept. for engagement and data transparency



# Actions in 2021

## 4. Requesting creation of a Sheriff Oversight Body



# Actions in 2021

5. Changes to membership and bylaws in response to quorum issues



Activities

## Community Engagement and Funding Subcommittee

- Developed guidelines for community capacity fund
- Hosted a community data forum with support from the Data Subcommittee
- Re-launching Youth Advisory Council efforts





Activities

## Diversion Subcommittee

- Received presentation from local officials on active diversion programs
- Began developing eligibility criteria
- Identified Transition Aged Youth as an area of focus



Activities

# Data Subcommittee

- Secured data from three local agencies
  - Probation
  - Sheriff's Office
  - COE
- Made data requests from local organizations/agencies
  - Police Chiefs' Association
  - Mayors' Conference
  - DA's Office
- Supporting the development of youth development training for local law enforcement



## Recommendations

1. Recruit less experienced/obligated members to the Body



Recommendations

## 2. Use of expansive programs and apps for collaboration between members and the public

E.g. Jamboard, Mentimeter, polls



### 3. Institute a practice of having designated working meetings

Distinct from regular meetings



## Recommendations

4. At least two meetings per year between the BOS\* and the RJOB

\*and/or PPC



Questions?



# Thank you!

Christopher James

Racial Justice & Well Being Associate

W. Haywood Burns Institute

[cjames@burnsinstitute.org](mailto:cjames@burnsinstitute.org)

(415) 321-4100, Ext. 103





# RJTF Recommendations

## Oversight and Accountability

- 1) The Racial Justice Task Force recommends that the Board of Supervisors appoint a Racial Justice Oversight Body (RJOB) to oversee the implementation of the recommendations made by the Task Force, as specified by the Board of Supervisors. The RJOB would meet on a quarterly basis and report to the Board on an annual basis. The RJOB shall be made up of the following members:
  1. A representative from the Superior Court, as a non-voting member
  2. The Sheriff or his designee
  3. The Chief Probation Officer or his designee
  4. The Public Defender or her designee
  5. The District Attorney or her designee
  6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association
  7. A representative from the Contra Costa County Board of Education
  8. A representative from Contra Costa County Health Services
  9. Eight community-based representatives, that include at a minimum:
    - a. Two members of the Racial Justice Coalition,
    - b. Two individuals with prior personal criminal or juvenile justice system involvement,
    - c. Three representatives from community-based organizations that work with individuals in the justice system, including at least one person who works directly with youth
    - d. One representative from a faith-based organization*Any individual may meet more than one of these qualifications.*

The RJTF further recommends that the work of this body be staffed by the County Office of Reentry and Justice, and that funds for facilitation be allocated through an RFP process.

- 1) a. The RJOB should or a subcommittee thereof should review local criminal and juvenile justice data in order to identify and report on racial disparities. This will include a review of use-of-force data, as available from the California Department of Justice's Open Justice data.

## Diversion

- 2) With the goal of reducing racial disparities in the Contra Costa County criminal justice system, form a committee to recommend countywide criteria and protocols for formal and informal diversion. The recommendations shall be evidence-based and follow established best practices. In considering what criteria and protocols to recommend, the committee shall
  1. Develop separate recommendations for adult and juvenile populations.
  2. Strive to ensure the broadest possible pool of eligible participants.

**Contra Costa County***Racial Justice Task Force – Final Report and Recommendations*

---

3. Strive to ensure that prior criminal justice involvement does not bar a person's eligibility for diversion.
4. Ensure that the inability to pay for the costs of diversion will not prohibit participation.
5. Recommend, as appropriate, partnerships between law enforcement agencies and community-based organizations to provide diversion services and oversight.

This committee may be a subgroup of the Racial Justice Oversight Body (RJOB) and will report to the RJOB.

- 3) Expand the use of crisis intervention teams, mobile crisis teams, and behavioral health assessment teams so they are available across the County.
- 4) Local law enforcement agencies shall issue citations and establish non-enforcement diversion programs as an alternative to arrests.

## Data

- 5) All Contra Costa County criminal justice agencies and local law enforcement agencies shall collect individual-level data on all individual encounters with criminal and juvenile justice systems and processes. In so doing, they should consult best practices to balance data needs with confidentiality regulations.
  - a. Office of Reentry and Justice shall publish race-specific data online on all of the above to create greater transparency and accountability of the County criminal justice agencies and local enforcement agencies.
  - b. All Contra Costa County criminal justice agencies and local law enforcement agencies shall improve capacity for data collection and analysis including expanding staff with data analysis capabilities.
  - c. Office of Reentry and Justice shall support analysis of interventions implemented through the RJTF to measure efficacy and assess impact on racial disparities.

## County Support for Local Agencies

- 6) The County shall work with local enforcement agencies to seek funds that support the integration of de-escalation and behavioral health intervention trainings into local enforcement agency regional academy and/or department orientations.
  - a. The County shall work with local enforcement agencies to seek funds to implement improved procedural justice practices and implicit bias training.
    - i. Identify funding for procedural justice training utilizing the train the trainer model.
    - ii. Work with the Chief's Association to create a forum to share information and strengthen promising practices around procedural justice and implicit bias trainings.
- 7) In addition, local enforcement agencies in Contra Costa County should:
  - i. Ensure inclusion of de-escalation and behavioral health intervention trainings into local enforcement agency regional academy and/or department orientations

**Contra Costa County***Racial Justice Task Force – Final Report and Recommendations*

---

- ii. Provide procedural justice and implicit bias training to all staff
- 8) The County Office of Education shall provide resources to incentivize school districts to explore, evaluate, implement or expand existing non-punitive discipline practices, such as Positive Behavioral Interventions Support (PBIS) and Restorative Justice (RJ) practices.
  - i. Identify funding for continuous training and technical assistance to all schools in the County to support implementation of PBIS and Restorative Justice, as well as data collection to assess implementation and impact.
- 9) The County Office of Education shall work with school districts to provide behavioral health services such as counseling, peer support, and early intervention services for youth presenting signs of emotional, mental, and/or behavioral distress.

### Community Engagement and Services

- 10) County criminal justice agencies shall establish formal partnerships with community-based organizations to provide greater capacity for
  - i. diversion,
  - ii. reentry programs,
  - iii. alternatives to detention
  - iv. pretrial services
  - v. in custody programmingAll community-based organizations receiving funding from the County shall be evaluated for efficacy and effectiveness of program goals and objectives to ensure populations are appropriately served. Community input shall be an integral part of this process.
- 11) Establish a community capacity fund to build the capacity of community-based organizations – especially those staffed by formerly incarcerated individuals – to contract with the County and provide services to reentry clients.
- 12) The County and/or RJOB shall collaborate with the Community Corrections Partnership- Executive Committee (CCP-EC) to consider increasing realignment funding for community services.

### Practices Related to Trial and Adjudication Processes

- 13) Encourage the Superior Court to return to the process of jury selection whereby jurors are called to service to their local branch court for misdemeanor trials.
- 14) The Public Defender's Office shall hire social workers who can assess clients' psychosocial needs and link them to services.
- 15) The Public Defender's Office, either directly or through partnerships with community-based organizations, should offer civil legal representation to clients. For youth, this should focus on educational advocacy.

### Confinement

- 16) Expand eligibility for Pre-Trial Services and increase Pre-Trial Services staffing, with a focus on reducing racial disparities and replacing the money bail system.





**Contra Costa County**  
*Racial Justice Task Force – Final Report and Recommendations*

---

- 17) Expand the current pre-release pilot to serve all individuals in custody.
- ~~18) Establish an independent grievance process for individuals in custody in County adult detention facilities to report concerns related to conditions of confinement based on gender, race, religion, and national origin. This process shall not operate via the Sheriff’s Office or require any review by Sheriff’s Office staff.~~
- ~~19) Establish an independent monitoring body to oversee conditions of confinement in County adult detention facilities based on gender, race, religion, and national origin and report back to the Board of Supervisors.~~

**Other**

- 20) All County staff shall participate in and complete implicit bias training.





**CONTRA COSTA COUNTY  
RACIAL JUSTICE OVERSIGHT BODY**

**BY-LAWS**

(Adopted by the Racial Justice Oversight Body on November 4, 2021 - REDLINED)

**Article I – Purpose**

The Racial Justice Oversight Body (RJOB or Body) was established by the Contra Costa County Board of Supervisors to oversee the implementation of the recommendations made by the Racial Justice Task Force, and accepted, as specified, by the Board of Supervisors.<sup>1</sup>

**Article II – Membership**

A. Composition: The RJOB shall consist of the following 18 members<sup>2</sup>:

*Ex-Officio Members:*

1. The Sheriff or his designee;
2. The Chief Probation Officer or his designee;
3. The Public Defender or her designee;
4. The District Attorney or her designee;

*Other Appointed Members:*

5. A representative from the Superior Court, as a non-voting member;
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
7. A representative from the Contra Costa County Office of Education;
8. A representative from a Local School District;
9. A representative from Contra Costa County Health Services Department;

*Appointed Members (appointed by the Board of Supervisors):*

10. Nine community-based representatives, including:
  - two members of the Contra Costa Racial Justice Coalition,

---

<sup>1</sup> Item D.8. Contra Costa County Board of Supervisors Meeting. December 4, 2018.

Link 1:

[http://64.166.146.245/agenda\\_publish.cfm?id=&mt=ALL&get\\_month=12&get\\_year=2018&dsp=agm&seq=35972&rev=0&ag=1165&ln=71059&nseq=35992&nrev=0&pseq=35929&prev=0#ReturnTo71059](http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=12&get_year=2018&dsp=agm&seq=35972&rev=0&ag=1165&ln=71059&nseq=35992&nrev=0&pseq=35929&prev=0#ReturnTo71059)

Link 2 (pdf):

[http://64.166.146.245/public//print/ag\\_memo\\_pdf\\_popup.cfm?seq=35972&rev\\_num=0&mode=CUSTOM](http://64.166.146.245/public//print/ag_memo_pdf_popup.cfm?seq=35972&rev_num=0&mode=CUSTOM)

<sup>2</sup> Racial Justice Oversight Body webpage. <https://contra-costa.granicus.com/boards/w/26cad49fec719903/boards/27221>

- two individuals with prior personal criminal or juvenile justice system involvement,
  - three representatives from community-based organizations (CBO) that work with justice involved populations, including at least one person who works directly with youth,
  - one representative from a faith-based organization, and
  - one representative that is either a school age young person, or from a CBO who provides services to school age youth.
- B. Terms of Office: Ex-Officio and Other Appointed members shall serve during their terms of office or appointment. Members appointed by the Board of Supervisors shall have two-year terms beginning on the date of appointment by the Board, but shall serve at the pleasure of the Board of Supervisors and may be removed from office by a majority vote of the Board of Supervisors (See Board of Supervisors Resolution No. 2011/497). Members are required to participate in all scheduled quarterly meetings and are expected to regularly participate in at least one (1) Subcommittee throughout the duration of their membership term.
- C. Resignation: Any appointed member may resign by giving written notice to the Clerk of the Board of Supervisors.
- D. Vacancies: The Body shall comply with the system for new appointments, resignations, and replacements for Appointed Members as specified by the Contra Costa County Board of Supervisors. Whenever an unscheduled vacancy occurs, the Board of Supervisors will fill the vacancy pursuant to Government Code Section 54974. The term for the incoming member will be to fill the vacancy for the remainder of the original term.
- E. Absences: Members of the Body who have two (2) consecutive unexcused absences from the scheduled quarterly meetings or who have not fulfilled their duties for a three-month period may be declared inactive by the Body. This inactive seat may be declared vacant and filled by the Board of Supervisors.
- F. Alternates: Ex-Officio and Other Appointed members of the Body may be represented by an alternate if the member is: (1) a County (or other public entity) officer; and (2) authorized to appoint deputies, pursuant to Government Code Section 24101 (or other applicable law). An alternate has all the duties, rights, and responsibilities of the member they represent.
- G. Training Requirements:
1. Members must view the following training videos within 60 days of appointment.
    - Brown Act and Better Government Ordinance Training Video<sup>3</sup>
    - Ethics Training<sup>4</sup>
  2. Members must complete “Training Certification for Members of a County Advisory Body”.<sup>5</sup>

<sup>3</sup> Link <https://www.contracosta.ca.gov/7632/Training-Resources>

<sup>4</sup> Link <https://www.contracosta.ca.gov/7632/Training-Resources>

<sup>5</sup> Contra Costa County Advisory Body Handbook. Contra Costa County Office of the Clerk of the Board. April 2012. Page 86. <http://www.co.contra-costa.ca.us/DocumentCenter/View/7614/2102MACHandbook?bidId=>

3. Members must attend any future trainings deemed necessary by the Body or required by law.

### Article III – Structure

- A. Officers: The Body shall have two co-chairs: one Ex-officio member and one Appointed member. The Co-chairs shall be elected by the members of the Body. The Co-Chair(s) will preside at all meetings and proceed with the business of the Body in a manner prescribed in these Bylaws. The Co-chairs will also decide questions of parliamentary procedure as needed. Co-chairs shall serve a term of two (2) years.
- B. Other Committees: The Body may establish up to three Subcommittees to address specific issues or concerns.
  1. Subcommittees may only be composed of Body members.
  2. Subcommittees must report back to the Body at the Body’s regularly scheduled meetings.
  3. Subcommittee decisions shall be made by vote and governed by voting and quorum rules set forth in these Bylaws. Decisions and voting tallies will be recorded in the meeting summary report.
  4. Subcommittees shall not engage in activities that are not within the purpose and responsibilities outlined in these Bylaws and the BOS approved recommendations from the Racial Justice Taskforce.
  5. The Subcommittees may recommend policies and decisions falling within their scope of authority to the full Body for approval, however the Subcommittees have no authority to establish policy, make decisions, or hold non-public meetings.
  6. Each Subcommittee will function with a Subcommittee Chair(s). The Subcommittees Chair(s) shall be responsible for conducting the Subcommittee’s meetings, developing and distributing agendas, convening any necessary working groups, and ensuring compliance with the Bylaws of the Body. Subcommittee chairs will be elected by the Subcommittee.

### Article IV – Meetings

- A. Regular Meetings: Regular meetings of the Body and each Subcommittee shall be held at least once during each calendar year quarter based on a schedule adopted by the Body and that schedule may be changed as needed. In addition, regularly scheduled meetings may be canceled by a majority vote of the Body or, for lack of business or lack of a quorum, by the Chair(s).
- B. Special Meetings: Special meetings of the Body or any other committees may be called by the Chair(s) at any time. Such meetings shall be called in accordance with the provisions of the Brown Act and the Contra Costa County Better Government Ordinance.
- C. Quorum: A quorum of the Body shall be a majority of the members or their alternates. A quorum of a Subcommittee shall be a majority of the Body members or alternates assigned to the Subcommittee. A “majority” of the members means more than half of the authorized members, including any authorized alternates present for an absent member, whether or not all

of the positions have been filled. No action shall be taken unless a quorum of members is present for a meeting. If a quorum is not present, the meeting must be adjourned to the next regular meeting. If a quorum is lost during the course of a meeting, following the loss of the quorum the remaining members present must adjourn to the next regularly scheduled meeting.

- D. Voting: Each member of the Body or any Subcommittee has one vote, and a majority vote of the members present at a meeting is needed to pass a motion. No action can be taken without quorum.
- E. Conflict of Interest: A member of the Body must<sup>6</sup>
  - 1. Avoid even the appearance of a conflict of interest.
  - 2. Serve the needs and wishes of all citizens equally without regard for wealth.
  - 3. Perform duties fairly, free from bias caused by financial interests of one's self or supporters.
  - 4. As a general rule, no member shall participate as a member in any discussion or voting if doing so would constitute a conflict of interest.
- F. Order of Business: The regular order of business of the Body or any other Subcommittee shall be:
  - 1. Call to order
  - 2. Public comment on unagendized items within the Body's (or Subcommittee's) jurisdiction
  - 3. Approve Record of Action from prior meeting
  - 4. Consideration and action on agenda items
  - 5. Adjournment
- G. Public Access: All meetings of the Body and its Subcommittees shall be open and accessible to the general public and held in accordance with the Ralph M. Brown Act and the Contra Costa County Better Government Ordinance. Opportunity for public comment will be included in each agenda item. In the interest of facilitating the business of the Body or standing committee, the Chair(s) may set in advance of the presentation of public input reasonable time limits for oral presentation.

## **Article V – Administration**

The Body shall obtain staff support from the County Administrator's Office of Reentry and Justice. The staff will be responsible for the compilation and distribution of Body and Subcommittee meeting notices and agendas. All records shall be maintained by appropriate staff.

Members of the Body shall serve without compensation and shall not receive reimbursement for any expenses incurred while conducting official business.

## **Article VI – Changes to Bylaws**

---

<sup>6</sup> Resolution No. 2002/376: Board Policies Concerning Conflicts of Interest and Open Meeting Requirements (Appendix 5 of the Advisory Body Handbook)



The provisions of these Bylaws may be altered, amended or repealed by the Body, within the limitations imposed by the Brown Act, the Contra Costa County Better Government Ordinance and the policies of the Contra Costa County Board of Supervisors. No such alteration, amendment or repeal shall be effective unless and until the change has been approved by the Board of Supervisors.



**CONTRA COSTA COUNTY  
RACIAL JUSTICE OVERSIGHT BODY**

**BY-LAWS**

(Adopted by the Racial Justice Oversight Body on November 4, 2021)

**Article I – Purpose**

The Racial Justice Oversight Body (RJOB or Body) was established by the Contra Costa County Board of Supervisors to oversee the implementation of the recommendations made by the Racial Justice Task Force, and accepted, as specified, by the Board of Supervisors.<sup>1</sup>

**Article II – Membership**

A. Composition: The RJOB shall consist of the following 18 members<sup>2</sup>:

*Ex-Officio Members:*

1. The Sheriff or his designee;
2. The Chief Probation Officer or his designee;
3. The Public Defender or her designee;
4. The District Attorney or her designee;

*Other Appointed Members:*

5. A representative from the Superior Court, as a non-voting member;
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
7. A representative from the Contra Costa County Office of Education;
8. A representative from a Local School District;
9. A representative from Contra Costa County Health Services Department;

*Appointed Members (appointed by the Board of Supervisors):*

10. Nine community-based representatives, including:
  - two members of the Contra Costa Racial Justice Coalition,

---

<sup>1</sup> Item D.8. Contra Costa County Board of Supervisors Meeting. December 4, 2018.

Link 1:

[http://64.166.146.245/agenda\\_publish.cfm?id=&mt=ALL&get\\_month=12&get\\_year=2018&dsp=agm&seq=35972&rev=0&ag=1165&ln=71059&nseq=35992&nrev=0&pseq=35929&prev=0#ReturnTo71059](http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=12&get_year=2018&dsp=agm&seq=35972&rev=0&ag=1165&ln=71059&nseq=35992&nrev=0&pseq=35929&prev=0#ReturnTo71059)

Link 2 (pdf):

[http://64.166.146.245/public//print/ag\\_memo\\_pdf\\_popup.cfm?seq=35972&rev\\_num=0&mode=CUSTOM](http://64.166.146.245/public//print/ag_memo_pdf_popup.cfm?seq=35972&rev_num=0&mode=CUSTOM)

<sup>2</sup> Racial Justice Oversight Body webpage. <https://contra-costa.granicus.com/boards/w/26cad49fec719903/boards/27221>

- two individuals with prior personal criminal or juvenile justice system involvement,
  - three representatives from community-based organizations (CBO) that work with justice involved populations, including at least one person who works directly with youth,
  - one representative from a faith-based organization, and
  - one representative that is either a school age young person, or from a CBO who provides services to school age youth.
- B. Terms of Office: Ex-Officio and Other Appointed members shall serve during their terms of office or appointment. Members appointed by the Board of Supervisors shall have two-year terms beginning on the date of appointment by the Board, but shall serve at the pleasure of the Board of Supervisors and may be removed from office by a majority vote of the Board of Supervisors (See Board of Supervisors Resolution No. 2011/497). Members are required to participate in all scheduled quarterly meetings and are expected to regularly participate in at least one (1) Subcommittee throughout the duration of their membership term.
- C. Resignation: Any appointed member may resign by giving written notice to the Clerk of the Board of Supervisors.
- D. Vacancies: The Body shall comply with the system for new appointments, resignations, and replacements for Appointed Members as specified by the Contra Costa County Board of Supervisors. Whenever an unscheduled vacancy occurs, the Board of Supervisors will fill the vacancy pursuant to Government Code Section 54974. The term for the incoming member will be to fill the vacancy for the remainder of the original term.
- E. Absences: Members of the Body who have two (2) consecutive unexcused absences from the scheduled quarterly meetings or who have not fulfilled their duties for a three-month period may be declared inactive by the Body. This inactive seat may be declared vacant and filled by the Board of Supervisors.
- F. Alternates: Ex-Officio and Other Appointed members of the Body may be represented by an alternate if the member is: (1) a County (or other public entity) officer; and (2) authorized to appoint deputies, pursuant to Government Code Section 24101 (or other applicable law). An alternate has all the duties, rights, and responsibilities of the member they represent.
- G. Training Requirements:
1. Members must view the following training videos within 60 days of appointment.
    - Brown Act and Better Government Ordinance Training Video<sup>3</sup>
    - Ethics Training<sup>4</sup>
  2. Members must complete “Training Certification for Members of a County Advisory Body”.<sup>5</sup>

<sup>3</sup> Link <https://www.contracosta.ca.gov/7632/Training-Resources>

<sup>4</sup> Link <https://www.contracosta.ca.gov/7632/Training-Resources>

<sup>5</sup> Contra Costa County Advisory Body Handbook. Contra Costa County Office of the Clerk of the Board. April 2012. Page 86. <http://www.co.contra-costa.ca.us/DocumentCenter/View/7614/2102MACHandbook?bidId=>

3. Members must attend any future trainings deemed necessary by the Body or required by law.

### Article III – Structure

- A. Officers: The Body shall have two co-chairs: one Ex-officio member and one Appointed member. The Co-chairs shall be elected by the members of the Body. The Co-Chair(s) will preside at all meetings and proceed with the business of the Body in a manner prescribed in these Bylaws. The Co-chairs will also decide questions of parliamentary procedure as needed. Co-chairs shall serve a term of two (2) years.
- B. Other Committees: The Body may establish up to three Subcommittees to address specific issues or concerns.
  1. Subcommittees may only be composed of Body members.
  2. Subcommittees must report back to the Body at the Body’s regularly scheduled meetings.
  3. Subcommittee decisions shall be made by vote and governed by voting and quorum rules set forth in these Bylaws. Decisions and voting tallies will be recorded in the meeting summary report.
  4. Subcommittees shall not engage in activities that are not within the purpose and responsibilities outlined in these Bylaws and the BOS approved recommendations from the Racial Justice Taskforce.
  5. The Subcommittees may recommend policies and decisions falling within their scope of authority to the full Body for approval, however the Subcommittees have no authority to establish policy, make decisions, or hold non-public meetings.
  6. Each Subcommittee will function with a Subcommittee Chair(s). The Subcommittees Chair(s) shall be responsible for conducting the Subcommittee’s meetings, developing and distributing agendas, convening any necessary working groups, and ensuring compliance with the Bylaws of the Body. Subcommittee chairs will be elected by the Subcommittee.

### Article IV – Meetings

- A. Regular Meetings: Regular meetings of the Body and each Subcommittee shall be held at least once during each calendar year quarter based on a schedule adopted by the Body and that schedule may be changed as needed. In addition, regularly scheduled meetings may be canceled by a majority vote of the Body or, for lack of business or lack of a quorum, by the Chair(s).
- B. Special Meetings: Special meetings of the Body or any other committees may be called by the Chair(s) at any time. Such meetings shall be called in accordance with the provisions of the Brown Act and the Contra Costa County Better Government Ordinance.
- C. Quorum: A quorum of the Body shall be a majority of the members or their alternates. A quorum of a Subcommittee shall be a majority of the Body members or alternates assigned to the Subcommittee. A “majority” of the members means more than half of the authorized members, including any authorized alternates present for an absent member, whether or not all

of the positions have been filled. No action shall be taken unless a quorum of members is present for a meeting. If a quorum is not present, the meeting must be adjourned to the next regular meeting. If a quorum is lost during the course of a meeting, following the loss of the quorum the remaining members present must adjourn to the next regularly scheduled meeting.

- D. Voting: Each member of the Body or any Subcommittee has one vote, and a majority vote of the members present at a meeting is needed to pass a motion. No action can be taken without quorum.
- E. Conflict of Interest: A member of the Body must<sup>6</sup>
  - 1. Avoid even the appearance of a conflict of interest.
  - 2. Serve the needs and wishes of all citizens equally without regard for wealth.
  - 3. Perform duties fairly, free from bias caused by financial interests of one's self or supporters.
  - 4. As a general rule, no member shall participate as a member in any discussion or voting if doing so would constitute a conflict of interest.
- F. Order of Business: The regular order of business of the Body or any other Subcommittee shall be:
  - 1. Call to order
  - 2. Public comment on unagendized items within the Body's (or Subcommittee's) jurisdiction
  - 3. Approve Record of Action from prior meeting
  - 4. Consideration and action on agenda items
  - 5. Adjournment
- G. Public Access: All meetings of the Body and its Subcommittees shall be open and accessible to the general public and held in accordance with the Ralph M. Brown Act and the Contra Costa County Better Government Ordinance. Opportunity for public comment will be included in each agenda item. In the interest of facilitating the business of the Body or standing committee, the Chair(s) may set in advance of the presentation of public input reasonable time limits for oral presentation.

## **Article V – Administration**

The Body shall obtain staff support from the County Administrator's Office of Reentry and Justice. The staff will be responsible for the compilation and distribution of Body and Subcommittee meeting notices and agendas. All records shall be maintained by appropriate staff.

Members of the Body shall serve without compensation and shall not receive reimbursement for any expenses incurred while conducting official business.

## **Article VI – Changes to Bylaws**

---

<sup>6</sup> Resolution No. 2002/376: Board Policies Concerning Conflicts of Interest and Open Meeting Requirements (Appendix 5 of the Advisory Body Handbook)

The provisions of these Bylaws may be altered, amended or repealed by the Body, within the limitations imposed by the Brown Act, the Contra Costa County Better Government Ordinance and the policies of the Contra Costa County Board of Supervisors. No such alteration, amendment or repeal shall be effective unless and until the change has been approved by the Board of Supervisors.

**Racial Justice Oversight Body Work Plan**

**RJOB**

**Goal:** *Oversee the implementation of the recommendations made by the Racial Justice Task Force (RJTF).*

<b>Objective</b>	<b>Activity</b>	<b>Lead &amp; Team</b>	<b>Completion Date</b>	<b>Deliverable</b>
<p><b>Objective 1:</b> Seek funding to implement improved procedural justice practices and implicit bias training</p>	<ol style="list-style-type: none"> <li>1. Identify and apply/ask for funding for procedural justice and implicit bias training – recommendations reported out to the RJOB and BOS</li> <li>2. Identify trainers/agencies to deliver procedural justice and implicit bias training – recommendations reported out to the RJOB and BOS</li> <li>3. Work with the Chief’s Association to create a forum to share information and strengthen procedural justice and implicit bias practices</li> <li>4. Provide procedural justice and implicit bias training to all staff</li> </ol>	<p><b>RJOB, Office of Reentry and Justice (ORJ)</b></p>	<p><i>ORJ has identified funding and contractor (Fogbreak Justice) to provide Procedural Justice and Implicit Bias trainings for justice-related department staff and RJOB in FY 18-19, 19-20.</i></p>	<p><b>Required Deliverables 1:</b> Agenda item at RJOB and BOS meetings to discuss potential sources of funds (including the county itself); finalized applications as approved by the BOS for outside funding sources (grants, etc.); list of potential trainers and recommendation on which can deliver training in the most robust and impactful way within budget; create a planned/publicized forum on improving police practices; certification from all hired law enforcement staff that they completed the training(s)</p>
<p><b>Objective 2:</b> Ensure inclusion of de-escalation and behavioral health intervention trainings into local enforcement regional academy and/or dept. orientations</p>	<ol style="list-style-type: none"> <li>1. Identify best de-escalation, behavioral health intervention training(s), and similar or related programs available within the area</li> <li>2. Recommend the best training(s) from this list</li> </ol>	<p><b>RJOB, ORJ</b></p>		<p><b>Required Deliverables 2:</b> List of possible trainings/trainers; recommendation selecting a trainer; contract to provide this training; agenda item/application for funding for training; contract with training organization.</p>

<p><b>Objective 3:</b> Provide resources to incentivize/provide schools with non-punitive discipline practices such as PBIS and RJ as well as behavioral health and early intervention services for youth</p> <p><b>Objective 4:</b> County criminal justice agencies shall establish formal partnerships with community-based organizations to provide greater capacity for</p> <p>i. diversion ii. reentry programs iii. alternatives to detention iv. pretrial services v. in-custody programming</p>	<ol style="list-style-type: none"> <li>3. Ask/apply for necessary funds to hire training staff</li> <li>4. Contract with training organizations to provide this training</li> <li>5. Monitor police contacts for signs of effectiveness/improvement</li> </ol> <ol style="list-style-type: none"> <li>1. Identify funding to provide resources to schools which are implementing or expanding non-punitive discipline practices</li> <li>2. Apply for identified funding sources as approved by the BOS</li> <li>3. Identify and agree upon schools and programs to be funded</li> </ol> <ol style="list-style-type: none"> <li>1. Identification of program needs within the county, including location needs</li> <li>2. Identification of community based organizations with the potential or capacity to fill the program needs</li> <li>3. Identification of county justice system or enforcement agency requirements for each type of program listed in Objective 4</li> <li>4. Formal recommendations about changes to agency requirements as well as trainings, funding, etc. necessary to support compliant program development by CBOs.</li> </ol>	<p><b>Diversion Subcommittee, ORJ</b></p> <p><b>CEF Subcommittee, Diversion Subcommittee</b></p>	<p><i>Partnerships are underway in ORJ, Probation, Public Defender, Sheriff's Office, and the District Attorney's Office.</i></p>	<p><b>Required Deliverables 3:</b> List of identified funding sources; completed funding applications; funds delivered/distributed to participating schools and programs which are highly publicized</p> <p><b>Required Deliverables 4:</b> lists of identified and demonstrated needs; lists of identified CBOs/programs to fill the program needs; lists of criteria and requirements for programs to partner with county agencies; list of recommendations about current requirements for county partnership</p>
--	--	---	---	--



<p><b>Objective 5:</b> The Public Defender’s Office shall hire social workers who can assess clients’ psychosocial needs and link them to services</p> <p><b>Objective 6:</b> All CBOs shall be evaluated for efficacy and effectiveness of program goals and objectives to ensure populations are appropriately served. Community input shall be an integral part of this process</p> <p><b>Objective 7:</b> Establish a community capacity fund to build the capacity of community-based organizations – especially those staffed by formerly incarcerated individuals – to contract with the County and provide services to reentry clients</p> <p><b>Objective 8:</b> Encourage the Superior Court to return to the process of jury selection whereby jurors are called to</p>	<ol style="list-style-type: none"> <li>1. Support the data subcommittee’s work to evaluate program effectiveness</li> <li>1. Reach out to the BOS for funding to help endow/support the community capacity fund AND identify and apply for other funding sources (grants, RFPs, etc.)</li> <li>2. Develop list of qualifications and application process for the fund.</li> <li>3. Establish meeting structure to support CBOs and allocate funds as necessary</li> <li>1. Review research material done on the issue by area students</li> </ol>	<p><b>Public Defender’s Office</b></p> <p><b>ORJ, CEF Subcommittee</b></p> <p><b>CEF Subcommittee, ORJ</b></p> <p><b>RJOB, ORJ</b></p>	<p><i>Accomplished in 2019</i></p> <p><i>The ORJ has undertaken program evaluation of reentry programs since 2014.</i></p> <p><i>A Capacity Building project was launched by the ORJ in FY 18-19 with one-time funding of \$125k.</i></p>	<p><b>Required Deliverable 5:</b> additional social workers were hired to assess clients’ psychosocial needs and link them to services.</p> <p><b>Required Deliverables 5:</b> data template for CBOs; training on data collection/capacity building; regularly collected data reports by race/ethnicity for CBOs</p> <p><b>Required Deliverable 6:</b> agenda item with BOS; list of other sources, completed applications for funds; list of qualifications for fund, formalized application process; calendared meetings to allocate funds</p> <p><b>Required Deliverables 7:</b> Formal request for agreed upon changes based on research, potential meeting with Superior Court to further discuss</p>
--	---	--	---	---

<p>service to their local branch court for misdemeanor trials <u>as well as general equitable jury pool selection/inclusion.</u></p> <p><b>Objective 9:</b> The Public Defender’s Office, either directly or through partnerships with community-based organizations, should offer civil legal representation to clients <u>as well as immigration representation and services.</u> For youth, this should focus on educational advocacy.</p> <p><b>Objective 10:</b> Expand eligibility for Pre-Trial Services and increase Pre-</p>	<p>2. Determine/prioritize potential areas for impact, examples include:</p> <ul style="list-style-type: none"> <li>• Transportation</li> <li>• Funding</li> <li>• Childcare</li> <li>• Parking</li> </ul> <p>1. Exploring partnerships with community based organizations to these ends</p> <p>2. Exploring new positions/staffing for education advocacy as well as immigration defense</p> <p>1. Review current eligibility criteria for Pre-Trial Services with a racial equity lens</p>	<p><b>RJOB, Public Defender’s Office</b></p> <p><b>RJOB</b></p>	<p><i>The Public Defender has secured grant funding to contract with a CBO to provide some civil legal services to a limited population. Stand Together Contra Costa provides immigration related services. Public Defender also has a fulltime attorney doing education advocacy for juvenile clients, paid for through the Juvenile Block Grant.</i></p>	<p>the justifications for the proposed changes</p> <p><b>Required Deliverables 8:</b> Meetings with community based organizations to discuss partnerships, MOUs between partner organizations and the Public Defender’s Office, relevant job postings</p> <p><b>Required Deliverables 9:</b> Formal written recommendations for Pre-Trial Services eligibility criteria and for bail</p>
---	--	---	--	--

<p>Trial Services staffing, with a focus on reducing racial disparities and replacing the money bail system</p> <p><b>Objective 11:</b> Ensure collection/reporting of accurate data in all criminal justice and law enforcement agencies countywide</p>	<ol style="list-style-type: none"> <li>2. Make recommendations for new eligibility criteria which reduce racial and ethnic disparities</li> <li>3. Review bail policies in comparison to other jurisdictions with new approaches, make recommendations for new bail policy</li> <li>1. Development of excel spreadsheet to be used as data template among all criminal justice and law enforcement agencies in the county</li> <li>2. Development of memorandum of understanding (MOU) setting forth countywide data collection and reporting practices to be agreed upon by all relevant agencies</li> <li>3. Supporting development of data capacity and recommending practice changes to ensure that all requested fields and categories of data are accurately recorded and reported by each agency after the template has been finalized (reported out to and approved/supported by the RJOB)</li> <li>4. Addressing any and all privacy concerns and other issues raised by county agencies through</li> </ol>	<p><b>Data Subcommittee, Burns Institute, ORJ</b></p>		<p>policies/practices, potential meeting with Pre-Trial Services to present these recommendations and hear feedback</p> <p><b>Required Deliverables 10:</b>  Spreadsheet template with all relevant fields that will be required to be reported by each agency; finalized MOU document signed by agency executives for each relevant agency in the county; recommendations for improving data capacity as necessary; training materials to support improved data collection practices as necessary; data reports from countywide agencies in compliance with the MOU and data template</p>
--	--	---	--	--

<p><b>Objective 12:</b> Provide analysis of interventions implemented through the RJTF and RJOB to measure efficacy and assess impact on racial disparities</p>	<p>training, recommendations and negotiations (if necessary) with county agencies (reported out to and approved/supported by the RJOB)</p> <ol style="list-style-type: none"> <li>5. Collection/review and monitoring of data collected via the processes listed above and sharing of that data with the RJOB</li> <li>6. Development of countywide training on ethnicity data collection best practices to improve the accuracy of data regarding the Latinx population</li> </ol> <ol style="list-style-type: none"> <li>1. Assessment of current data capacity for relevant CBOs and other agencies to report relevant data showing impact of RJTF/RJOB alternatives and interventions</li> <li>2. Support of the development of capacity in relevant agencies to collect/report relevant data showing impact of reforms</li> <li>3. Regular review/monitoring of that data and the development of recommendations to improve programs and/or practices as necessary</li> </ol>	<p><b>Data Subcommittee, Burns Institute, ORJ</b></p>		<p><b>Required Deliverable 11:</b> Regular reports by race/ethnicity measuring the effectiveness of programs and interventions; lists of recommendations from the RJOB to improve programs and practices as necessary</p>
---	--	---	--	---

<p><b>Objective 13:</b> The County and/or RJOB shall collaborate with the Community Corrections Partnership-Executive Committee (CCP-EC) to consider increasing realignment funding for community services.</p> <p><b>Objective 14:</b> Expand the current pre-release pilot to serve all individuals in custody</p>		<p><b>CEF Subcommittee, ORJ</b></p> <p><b>County Office of Education</b></p>	<p><i>Already accomplished in Sept 2019</i></p>	<p><b>Required Deliverable 14:</b> Pre-release planning programs available at all detention facilities in the County.</p>
--	--	--	---	---

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<b>Increased decision-making accessibility for persons most directly impacted</b>	Hold RJOB meetings at more accessible times and places for impacted community members	Jeff + TBD	2/29/2020	Specifying relevant accessibility criteria to be adopted by RJOB
			3/31/2020	Creating a detailed list of top options for upcoming RJOB meeting times and places
			8/1/2020	Holding an RJOB meeting at a top option time and place in east county
			8/1/2020	Holding an RJOB meeting at a top option time and place in west county
			8/1/2020	Holding an RJOB meeting at a top option time and place in central county
	Targeted outreach to persons most directly impacted to participate in RJOB meetings and decisions <ul style="list-style-type: none"> <li>• Prioritizing efforts in areas with most persons of color, poverty, and non-English speakers</li> <li>• Going to accessible spaces for persons with disabilities in outreach</li> </ul>	TBD	6/1/2020	Attend local municipal council meetings and give public comment about RJOB
			6/1/2020	Attend local community group meetings and introduce RJOB

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>Increased decision-making transparency for persons most directly impacted</b></p>	<p>Hold pre/post-RJOB meeting welcome and education sessions</p> <p>Provide committee chart with decision-making process and committee members’ authority and responsibilities</p> <p>Simplified language in RJOB meeting materials and discussions</p> <p>Increased opportunities for community questions at RJOB meetings</p>	<p>Jeff + TBD</p>	<p>2/29/2020</p>	<p>Hold first session at upcoming CEF subcommittee meeting in February</p>
<p><b>Increased decision-making power for persons most directly impacted</b></p>	<p>Additional opportunities for community input and feedback at RJOB meetings</p> <p>Adopt diversity representation goals/requirements for RJOB</p> <p>Propose diversity representation goals/requirements for county- appointed committees</p> <p>Adopt and implement recruitment, retention, and promotion policies for diversity representation on county-appointed committees</p>		<p>2/29/2020</p>	<p>Add invitation for public comment after each agenda item</p>

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>County criminal justice agencies shall establish formal partnerships with community-based organizations to provide greater capacity for</b></p> <p><b>i. diversion</b></p> <p><b>ii. reentry programs</b></p> <p><b>iii. alternatives to detention</b></p> <p><b>iv. pretrial services</b></p> <p><b>v. in-custody programming</b></p>	<p>Identification of program needs within the county, including location needs</p> <ul style="list-style-type: none"> <li>Solicit community and CJ system actor input regarding existing resources identifying program needs, as well as program needs insufficiently addressed by existing resources</li> </ul> <p>Identification of community-based organizations with the potential or capacity to fill the program needs</p>	<p>CEF SC, Burns Institute</p>		<p>Including community and CJ system actor input on program needs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>One-on-one/small group meetings between CEF members and key community members on program needs</p> <p>One-on-one/small group meetings between CEF members and key CJ system actors on program needs</p> <p>Creating lists of identified and demonstrated needs prioritized by community and CJ system actor input</p> <p>Including community and CJ system actor input on ideal CBOs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>One-on-one/small group meetings between CEF members and key community members on ideal CBOs</p> <p>One-on-one/small group meetings between CEF members and key CJ system actors on ideal CBOs</p>



**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
	<p>Identification of county justice system or enforcement agency requirements for each type of program listed i-v</p> <p>Formal recommendations about changes to agency requirements as well as trainings, funding, etc. necessary to support compliant program development by CBOs</p>			<p>Creating lists of identified CBOs to fill the program needs</p> <p>Including CJ system actor info on agency requirements as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>Lists of criteria and requirements for programs to partner with county agencies</p> <p>Including community, CBOs, and CJ system actor input on changes to support compliant program development by CBOs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>Interviews with key community members, CBOs, and CJ system actors regarding necessary changes</p> <p>Interviews with CJ system actors and CBOs in other jurisdictions regarding appropriate requirements and necessary changes</p> <p>List of recommendations about current requirements for county partnership</p>

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>All CBOs shall be evaluated for efficacy and effectiveness of program goals and objectives to ensure populations are appropriately served. Community input shall be an integral part of this process</b></p>	<p>Support the data subcommittee’s work to evaluate program effectiveness</p>			<p>Data template for CBOs; training on data collection/capacity building; regularly collected data reports by race/ethnicity for CBOs</p>
<p><b>Establish a community capacity fund to build the capacity of CBOs – especially those staffed by formerly incarcerated individuals – to contract with the County and provide services to reentry clients</b></p>	<p>Reach out to the BOS for funding to help endow/support the community capacity fund AND identify and apply for other funding sources (grants, RFPs, etc.)</p> <p>Develop list of qualifications and application process for the fund</p> <p>Establish meeting structure to support CBOs and allocate funds as necessary</p>			<p>Agenda item with BOS; list of other sources, completed applications for funds; list of qualifications for fund, formalized application process; calendared meetings to allocate funds</p>
<p><b>The RJOB shall collaborate with the CCP-EC to consider increasing realignment funding for community services.</b></p>				

**RJOB Data Subcommittee Work Plan**

**Goal:** *Improve racial and ethnic equity in justice systems by developing standard practices for data collection and reporting and improving capacity for county agencies and programs (including those administered by CBOs) to report accurate individual level data disaggregated by race and ethnicity*

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>Objective 1:</b> Support the collection/reporting of accurate data in all criminal justice and law enforcement agencies countywide</p>	<ol style="list-style-type: none"> <li>1. Provide links to publicly available data at the national, state and local level (as available) surrounding social justice related factors within the population. These links would include demographic data as well as criminal justice, law enforcement, education and other data sources that are relevant to racial disparities.</li> <li>2. Identify and disseminate a prioritized list of additional countywide and/or agency specific data that will support meeting the objectives of the RJOB and Racial Justice Task Force.</li> </ol> <p><b>Activities when additional resources become available to the ORJ or a Contra Costa Racial Equity Office opens:</b></p> <ol style="list-style-type: none"> <li>3. Implement a marketing and advertising initiative to acknowledge and publicly praise</li> </ol>	<p><b>Data Subcommittee, Burns Institute, Office of Reentry and Justice</b></p>		<p><b>Required Deliverables 1:</b> ORJ or other county entity identified by the BOS shall maintain an up-to-date web site or web page with information about and links to publicly available data related to the demographic, criminal justice, law enforcement, and education patterns present within the jurisdiction of interest (local, state, national). These would be sources of data where data could be viewed by race/ethnicity.</p>

	<p>government agencies (e.g. LEAs, CBOs) voluntarily collecting and providing additional requested data. Initiative can also include publicizing agencies not collecting and sharing requested data.</p> <ol style="list-style-type: none"> <li>4. Support development of data capacity and practice changes to ensure that all requested data points and categories of data are accurately recorded and reported by each participating agency.</li> <li>5. Respond to any and all privacy concerns and other issues raised by county agencies through training, recommendations and negotiations (if necessary) with county agencies (reported out to and approved/supported by the RJOB)</li> <li>6. Provide consultation and recommendations to law enforcement and criminal justice agencies on best practices surrounding the collection of data related to ethnicity in an effort to improve the accuracy of the data for the Latinx population.</li> <li>7. Develop a countywide training on ethnicity data collection best practices to improve the accuracy of data regarding the Latinx population.</li> </ol>			
--	--	--	--	--

<p><b>Objective 2:</b> In an effort to create greater transparency and accountability of County criminal justice and law enforcement agencies, the Office of Reentry and Justice shall publish data related to the demographic, criminal justice, law enforcement, and education patterns present within the County by race/ethnicity.</p>	<p><b>Activities when additional resources become available to the ORJ or a Contra Costa Racial Equity Office opens:</b></p> <ol style="list-style-type: none"> <li>1. Develop an online format or dashboard to be easily accessed by the public, public agencies and non-profit organizations.</li> </ol>			<p><b>Required Deliverables 2:</b> As resources and public agency and law enforcement participation allows, develop local web-based data dashboards for public access. Data should be presented by race and ethnicity, easily accessible to the public and updated annually.</p>
<p><b>Objective 3:</b> Office of Reentry and Justice shall support analysis of interventions implemented through the RJTF to measure efficacy and assess impact on racial disparities</p> <p>All activities under this objective to be reported to the RJOB and any other bodies/collectives identified by the Board of Supervisors.</p>	<ol style="list-style-type: none"> <li>1. Conduct annual review of criminal justice and law enforcement outcomes to assess the presence of racial disparities.</li> <li>2. Make recommendations to improve programs and practices related to the elimination/reduction of any racial disparities.</li> </ol> <p><b>Activities when additional resources become available to the ORJ or a Contra Costa Racial Equity Office opens:</b></p> <ol style="list-style-type: none"> <li>3. Conduct assessment of any interventions designed to reduce racial disparities.</li> </ol>			<p><b>Required Deliverable 3:</b> As resources become available, develop annual reports surrounding criminal justice, law enforcement, and educational outcomes by race/ethnicity. Pending data availability, these reports would also assess programmatic outcomes and interventions by race/ethnicity and provide recommendations to improve programs and practices, as necessary.</p>

	<ol style="list-style-type: none"><li>4. Conduct comprehensive assessment of current data capacity for relevant CBOs and other agencies to report data that allows for an assessment of impact on RJTF/RJOB alternatives and interventions</li><li>5. Support, through consultation and training, the development of capacity in relevant agencies to collect/report relevant data showing impact of reforms.</li></ol>			
--	---	--	--	--

**Diversion Subcommittee Work Plan**

**Goal:** *Improve racial and ethnic equity in Contra Costa County youth and adult justice systems by developing more diversion opportunities and monitoring race/ethnicity data for all current and future diversion programs*

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>Objective 1:</b> Form a committee to make diversion recommendations countywide</p>	<ol style="list-style-type: none"> <li>1. Agree upon and formalize membership of committee</li> <li>2. Set future committee meeting dates, frequency, meeting locations, etc.</li> <li>3. Develop standing agenda item for report out to RJOB</li> </ol>	<p><b>RJOB Full Body</b></p>		<p><b>Required Deliverable 1:</b> A committee with members, designated meeting frequency, location, and other relevant details</p>
<p><b>Objective 2:</b> Develop separate recommendations for adult and youth populations</p>	<ol style="list-style-type: none"> <li>1. Review of all existing county diversion programs/policies for youth and adults</li> <li>2. Review of best practices and successful examples of programs and policies in other jurisdictions which may be followed</li> <li>3. Development/finalization of recommendations for countywide changes to diversion</li> </ol>	<p><b>Diversion Subcommittee, Burns Institute, ORJ</b></p>		<p><b>Required Deliverables 2:</b> Separate countywide recommendations for adult and youth diversion programs and the policies which govern them</p>
<p><b>Objective 3:</b> Strive to ensure the broadest possible pool of eligible participants in diversion</p>	<ol style="list-style-type: none"> <li>1. Formal request for data from all county agencies, including law enforcement, which administer diversion programs</li> <li>2. Regular review of race/ethnicity data in diversion programs to ensure equity</li> </ol>	<p><b>Diversion Subcommittee, Burns Institute</b></p>		<p><b>Required Deliverable 3:</b> Recommendations for policy changes to ensure broadest possible pool</p>

<p><b>Objective 4:</b> Strive to ensure that prior criminal justice involvement does not bar a person’s eligibility for diversion</p> <p><b>Objective 5:</b> Provide resources to incentivize/provide schools with non-punitive discipline practices such as PBIS and RJ as well as behavioral health and early intervention services for youth</p> <p><b>Objective 6:</b> County criminal justice agencies shall establish formal partnerships with community-based organizations to provide greater capacity for diversion</p>	<ol style="list-style-type: none"> <li>3. Development of recommendations for policy changes to ensure broadest possible pool of participants</li> <li>1. Development of formal recommendation that prior involvement does not make a person ineligible</li> <li>2. Development and delivery of a presentation/training on eligibility criteria for diversion</li> <li>1. Define “resources” and “incentivize” as stated in the objective</li> <li>2. Identification of training and grant funding resources for schools</li> <li>1. Compile a list of community-based organizations which provide programming in one of the listed areas OR which have the potential to do so with greater capacity</li> <li>2. Explore what partnerships will look like between the justice agencies and CBOs.</li> </ol>	<p><b>Diversion Subcommittee, Burns Institute</b></p> <p><b>Diversion Subcommittee, Burns Institute</b></p> <p><b>Diversion Subcommittee, Burns Institute, ORJ</b></p>		<p><b>Required Deliverable 4:</b> Recommendations for policy changes to ensure prior involvement does not bar a person’s eligibility for diversion</p> <p><b>Deliverable Required 5:</b> Recommendations for trainings, grants and other forms of resources and incentives to be provided to schools for them to adopt non-punitive discipline practices such as PBIS and RJ as well as behavioral health and early intervention services for youth</p> <p><b>Deliverable Required 6:</b> Recommendations for the establishment of formal partnerships between County criminal justice agencies and community-based organizations to provide greater capacity for diversion</p>
--	--	--	--	---





# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

6.

**Meeting Date:** 02/28/2022  
**Subject:** FY 2021/22 CCP RECOMMENDED BUDGET  
**Department:** County Administrator  
**Referral No.:** N/A  
**Referral Name:** AB109 PUBLIC SAFETY REALIGNMENT  
**Presenter:** Paul Reyes, Committee Staff      **Contact:** Paul Reyes, 925-335-1096

---

#### **Referral History:**

On October 1, 2021, budget instructions for the FY 2022/23 AB 109 budget were distributed to the Community Corrections Partnership (CCP) subscriber list, including Committee members, staff and interested parties, requesting formal submission no later than October 29, 2021. This year's budget submission process remains unchanged and continues to illustrate 1) the FY 2021/22 Budget, 2) the "baseline" budget (i.e. the cost of simply maintaining the current level of service in 2022/23 dollars), and 3) a "program modification" budget to reflect any proposed program additions or deletions for the upcoming year. All budget requests have been included in a detailed summary (Attachment A) and each individual request has been compiled and attached to this staff report (Attachment B).

On November 12, 2021, the CCP held a workshop, giving departments and funded agencies an opportunity to present and discuss budget proposals. Subsequently, a final vote of the CCP-Executive Committee was held on December 3, 2021. The budget approved by the CCP has been submitted to the Public Protection Committee for review and approval at today's meeting.

#### **Referral Update:**

On December 3, 2021, the CCP-Executive Committee approved a Recommended Budget for fiscal year 2022/23 for consideration by the Public Protection Committee. A summary of the final Recommended Budget and all budget submissions are included in today's packet for references (Attachments A and B, respectively). Also during this meeting the Community Advisory Board presented their 2021 Policy Brief to the CCP which included CAB's policy and budget recommendations (included as Attachment C).

#### **Recommendation(s)/Next Step(s):**

1. REVIEW and APPROVE the fiscal year 2022/23 AB 109 budget proposal, as recommended by the Community Corrections Partnership - Executive Committee.
2. PROVIDE direction to staff.

#### **Fiscal Impact (if any):**

##### **Expenditures**

The fiscal year 2022/23 recommended AB 109 Budget is \$34.1 million of which approximately 25% (\$8.6 million) of the budget is allocated to community based organizations or other governmental agencies (such as County Office of Education). The FY 2022/23 budget represents an increase of 13.9% over the current year and is composed of \$33.2 million in baseline budget requests and \$0.9 million in program modifications.

##### **Revenue/Funding**

The County is estimated to receive \$35.7 million; approximately \$33.1 million in FY 2022/23 Base allocation funding and \$2.6 million in Growth funding. Use of fund balance should not be necessary to fund the Community Corrections recommended budget.

**Attachments**

Attachment A - FY 22/23 CCP Budget Recommendation

Attachment B - FY 22/23 Budget Requests

Attachment C - 2021 CAB Policy Brief

Attachment D - FY 22/23 AB 109 Presentation

---

**AB 109 PUBLIC SAFETY REALIGNMENT PROGRAM**  
**FY 2022/23 CCP TOTAL REQUEST SUMMARY**  
**AS APPROVED BY THE COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE**

	2021/22	2022/23 BUDGET REQUEST		
	ONGOING	BASELINE	PROG. MOD.	TOTAL
<b>PROGRAM EXPENDITURES</b>				
<b>Sheriff</b>				
Salaries & Benefits	7,952,571	8,318,284	359,740	8,678,024
Inmate Food/Clothing/Household Exp	456,250	456,250	-	456,250
Monitoring Costs	55,000	55,000	-	55,000
IT Support	40,000	40,000	-	40,000
Behavioral Health Court Operating Costs	80,500	80,500	-	80,500
"Jail to Community" Program	274,188	274,188	-	274,188
Inmate Welfare Fund re: FCC Ruling	1,329,119	1,101,280	-	1,101,280
FY 21/22 AB 109 Cut	(1,182,699)			-
<b>Sheriff Total</b>	<b>9,004,929</b>	<b>10,325,502</b>	<b>359,740</b>	<b>10,685,242</b>
<b>Probation</b>				
Salaries & Benefits	2,904,870	3,096,999		3,096,999
Operating Costs	127,657	145,739	-	145,739
Salaries & Benefits-Pre-Trial Services Program	819,841	859,103	-	859,103
Operating Costs-Pre-Trial Services Program	69,000	69,000	-	69,000
<b>Probation Total</b>	<b>3,921,368</b>	<b>4,170,841</b>	<b>-</b>	<b>4,170,841</b>
<b>Behavioral Health</b>				
Salaries & Benefits	1,144,025	1,195,853	571,594	1,767,447
Operating Costs	911,446	1,087,809	-	1,087,809
<b>Behavioral Health Total</b>	<b>2,055,471</b>	<b>2,283,662</b>	<b>571,594</b>	<b>2,855,256</b>
<b>Health Services--Health, Housing, &amp; Homeless</b>				
Salaries & Benefits	145,804	151,636	-	151,636
Operating Costs	248,049	382,330	-	382,330
<b>Health, Housing &amp; Homeless Total</b>	<b>393,853</b>	<b>533,966</b>	<b>-</b>	<b>533,966</b>
<b>Health Services--Detention Health Services</b>				
Sal & Ben-Fam Nurse, MDF/WCDF/MCDF	222,474	233,598	-	233,598
Sal & Ben-LVN, WCDF	298,553	307,510	-	307,510
Sal & Ben-RN, MDF/WCDF/MCDF	504,889	530,133	-	530,133
Sal & Ben-MH Clinic. Spec., WCDF	126,798	130,602	-	130,602
<b>Detention Health Services Total</b>	<b>1,152,714</b>	<b>1,201,843</b>	<b>-</b>	<b>1,201,843</b>
<b>Public Defender</b>				
Salaries & Benefits	2,929,593	3,263,940		3,263,940
Sal & Ben-Pre-Trial Services Program	356,964	365,400		365,400
Stand Together CoCo	965,662	1,060,087		1,060,087
Operating/Capital Costs	36,907	87,532		87,532
FY 21/22 AB 109 Cut	(109,636)			-
<b>Public Defender Total</b>	<b>4,179,490</b>	<b>4,776,959</b>	<b>-</b>	<b>4,776,959</b>
<b>District Attorney</b>				
Salaries & Benefits	1,891,954	1,967,632	-	1,967,632
Operating Costs	130,000	130,000	-	130,000
FY 21/22 AB 109 Cut	(195,525)			-
<b>District Attorney Total</b>	<b>1,826,429</b>	<b>2,097,632</b>	<b>-</b>	<b>2,097,632</b>

**AB 109 PUBLIC SAFETY REALIGNMENT PROGRAM**  
**FY 2022/23 CCP TOTAL REQUEST SUMMARY**  
**AS APPROVED BY THE COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE**

	2021/22	2022/23 BUDGET REQUEST		
	ONGOING	BASELINE	PROG. MOD.	TOTAL
<b>PROGRAM EXPENDITURES</b>				
<b>EHSD - Re-Entry Systems</b>				
Salaries & Benefits	142,806	113,659		113,659
Operating Costs	52,838	39,781		39,781
FY 21/22 AB 109 Cut	(18,245)			-
<b>EHSD Total</b>	<b>177,399</b>	<b>153,440</b>	<b>-</b>	<b>153,440</b>
<b>EHSD-- Workforce Development Board</b>				
Salaries & Benefits	186,061	193,503	-	193,503
Travel	4,160	4,160	-	4,160
<b>EHSD-WDB Total</b>	<b>190,221</b>	<b>197,663</b>	<b>-</b>	<b>197,663</b>
<b>Office of Reentry and Justice</b>				
Salaries & Benefits	841,851	841,129		841,129
Ceasefire Program Contract	-	-	-	-
Operating Costs	93,000	93,000		93,000
FY 21/22 AB 109 Cut	(112,006)			-
<b>ORJ Total</b>	<b>822,845</b>	<b>934,129</b>	<b>-</b>	<b>934,129</b>
<b>CCC Police Chief's Association</b>				
Salaries and Benefits-MHET Teams (3)	495,257	492,246	-	492,246
<b>CCC Police Chiefs' Total</b>	<b>495,257</b>	<b>492,246</b>	<b>-</b>	<b>492,246</b>
<b>Community Programs</b>				
Employment Support and Placement Srvcs	2,283,000	2,422,740		2,422,740
Network System of Services	979,000	1,038,924		1,038,924
Reentry Success Center	603,000	603,000		603,000
Short and Long-Term Housing Access	1,272,000	1,349,858		1,349,858
Legal Services	157,000	166,610		166,610
Mentoring and Family Reunification	209,000	221,793		221,793
Connections to Resources	20,000	20,000		20,000
CAB Support (via ORJ)	3,000	3,000		3,000
<b>Community Programs Total</b>	<b>5,526,000</b>	<b>5,825,925</b>	<b>-</b>	<b>5,825,925</b>
<b>Superior Court</b>				
Salaries and Benefits - Pretrial	203,298	211,430	-	211,430
<b>Superior Court Total</b>	<b>203,298</b>	<b>211,430</b>	<b>-</b>	<b>211,430</b>
<b>TOTAL EXPENDITURES</b>	<b>29,949,274</b>	<b>33,205,238</b>	<b>931,334</b>	<b>34,136,572</b>

**Notes:**

1. The budget modification amounts differ from what was presented to the CCP in December 2021. As discussed during that meeting, some requests included amounts as a program modifications, but were not for new functions or programs and should have been included in the baseline request. Baseline as been adjusted to include these amounts. The total CCP Recommended Budget remains unchanged.

Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form

Department: Contra Costa County Office of The Sheriff

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Sergeant	Staff Supervision	3.1	343,146	1.00	346,154	1.00			346,154	1.00
Deputy Sheriff	Inmate Management	3.1	6,042,440	20.00	6,402,273	20.00			6,402,273	20.00
Deputy Sheriff	MHET	3.1	302,122	1.00	304,870	1.00	359,740	2.00	664,610	3.00
Sheriff's Specialist	Alternative Custody progrms	3.1	486,989	3.00	487,476	3.00			487,476	3.00
Senior Clerk	Data and Admin Support	3.1	245,345	2.00	243,665	2.00			243,665	2.00
ASA II	Administrative Support	3.1	184,789	1.00	168,520	1.00			168,520	1.00
DSW	Additional Cleaning/Maintenance	3.1	219,134	2.00	230,844	2.00			230,844	2.00
Lead Cook	Food Prep.	3.1	128,600	1.00	134,481	1.00			134,481	1.00
			-		-				-	-
			-		-				-	-
			-		-				-	-
		<b>Subtotal</b>	<b>7,952,565</b>	<b>31.00</b>	<b>8,318,284</b>	<b>31.00</b>	<b>359,740</b>	<b>2.00</b>	<b>\$ 8,678,024</b>	<b>33.00</b>
<b>OPERATING COSTS</b>										
FOOD/CLOTHING/HOUSEHOLD	Inmate Management/Welfare	3.1	456,250		456,250				456,250	
MONITORING COSTS	Inmate Monitoring	3.1	55,000		55,000				55,000	
IT SUPPORT	Tech. Support	3.1	40,000		40,000				40,000	
Behavioral Health Cr. Ops.	Overhead for Behavioral Health Court	3.3	80,500		80,500				80,500	
Program Administration	Jail-to-Communities Programs	5.3	274,188		274,188				274,188	
Program Services	Inmate Program Services		1,329,119		1,101,280				1,101,280	
									-	
									-	
									-	
		<b>Subtotal</b>	<b>2,235,057</b>		<b>2,007,218</b>		<b>-</b>		<b>\$ 2,007,218</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
									-	
									-	
									-	
		<b>Subtotal</b>	<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>	
<b>AB109 Cut (12%)</b>										
			<b>(1,182,699)</b>							
		<b>Total</b>	<b>\$ 9,004,923</b>	<b>31.00</b>	<b>\$ 10,325,502</b>	<b>31.00</b>	<b>\$ 359,740</b>	<b>2.00</b>	<b>\$ 10,685,242</b>	<b>33.00</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT:** *Sheriff's Office*

***FY 2022/23 Baseline Request***

Budget increase reflects negotiated salary adjustments with all contracts and associated MOUs

***FY 2022/23 Program Modification Request***

Addition of 2 MHET deputies. This cost reflects a reduction of \$250,000 from already secured grant funding. The full cost of the two deputies would be borne in the next FY.

**FY 2022-2023 Food/Clothing/Household**

Funding for food, clothing, and household expenses to meet inmates' needs and Title 15 requirements. These ongoing cost estimates are calculated from a Food/Clothing Services budget of approximately \$4.1 million.

**FY 2022-2023 Monitoring Costs**

These costs are primarily related to the Custody Alternative Facility and the ongoing costs associated with the monitoring through contracts with SCRAM and 3M for alternative custody devices. This program enables defendants to remain out of physical/hard custody while being monitored (e.g.: electronically) under provisions recommended by the Court.

**FY 2022-2023 IT Support**

The ongoing costs associated with the Sheriff's Office and contracts for IT support, which includes installation and maintenance for the alternative custody devices, Jail Management System maintenance, and other computer and electronic requisites supported by the Sheriff's Technical Services Division.

*FY 2022-2023 Behavioral Health Court*

This item is to support the ongoing costs of the Behavioral Health Court as it currently exists, to include vehicle, rent, IT support, phones, PG&E, repairs, limited supplies, cell phones, computers, drug testing, and annual training classes for deputies.

*FY 2022-2023 Program Administration Costs*

In Fiscal Year 2021-2022, \$274,188 in AB109 funding was allocated to Program Administration Costs. This item is to support the ongoing contractual expense for the Jail to Community Programs. The Office of the Sheriff is requesting to continue the \$274,188 in AB109 funding for Fiscal Year 2022-2023.

*FY 2022-2023 Program Services*

In Fiscal Year 2021-2022, \$1,329,119 in AB109 funding was allocated to Inmate Services to defray costs of inmate jail programs. In comparison to the previous year's request, program costs have been reduced by \$227,839 in response to reductions in both incarcerated individuals in the facilities and supplies needed for in person programs due to the COVID 19 pandemic. All other associated costs are due to a steady decrease in IWF revenues that have occurred over the past four years. This includes decreases in both commissary and telephone revenue.

The Office of the Sheriff has signed a nonrevenue generating contract with Global Tel\*Link (GTL.) The requested AB109 funds offsets the loss of revenue from commissions the Office of the Sheriff is no longer receiving with the current GTL contract.

The following reasons justify the requested Contra Costa County Office of Education (CCCOE) increase:

1. Cost of living adjustment
2. Health and welfare increase
3. Staff step and longevity increases

Our average daily inmate population (ADP) has steadily decreased over the past 3 years. In FY 2020-2021, there was a more significant decrease in ADP due to Covid-19. IWF commissary commissions have decreased commensurately.

With the signing of the GTL contract, and loss of inmate telephone commissions, the Office of the Sheriff receives \$12,000 in maintenance cost recovery funds monthly, or \$144,000 per year. In exchange for zero commissions, GTL is supplying all the hardware and upgrades for the telephone calling platform, Jail Management System (JMS) project, inmate tablets, and video visitation. (Hardware and infrastructure.) The \$144,000 in maintenance cost recovery fees is coded to IWF revenue.

Fiscal year 2022-2023 IWF projected revenue...\$ 982,697  
Fiscal year 2022-2023 projected expenditure....\$2,083,977  
Fiscal Year 2022-2023 projected deficit.....\$1,101,280



**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: Sheriff**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Contra Costa County Office of Education	Education and Reentry Services	750,955	805,480	54,525 - - - - - - - -
		\$ 750,955	\$ 805,480	\$ 54,525

Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form

Department: Probation

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Director Field Services	Post-release Community Supervision	5.1	32,580	0.10	34,209	0.10			-	-
Probation Supervisor I	Post-release Community Supervision	5.1	228,487	1.00	239,911	1.00			34,209	0.10
Deputy Probation Officer III	Post-release Community Supervision	5.1	2,561,080	12.00	2,689,134	12.00			239,911	1.00
DPO III Overtime	Post-release Community Supervision	5.1	25,000	N/A	30,000	N/A			2,689,134	12.00
Clerk	Post-release Community Supervision	5.1	90,547	1.00	93,263	1.00			30,000	N/A
IT Support	Post-release Community Supervision	5.1	10,176	0.06	10,481	0.06			93,263	1.00
AB109 Budget Reduction	Post-release Community Supervision	5.1	(43,000)	-					10,481	0.06
<b>Subtotal</b>			<b>2,904,870</b>	<b>14.16</b>	<b>3,096,999</b>	<b>14.16</b>			<b>\$ 3,096,999</b>	<b>14.16</b>
<b>OPERATING COSTS</b>										
Office Expense	Post-release Community Supervision	5.1	500		4,000				4,000	
Communication Costs	Post-release Community Supervision	5.1	4,500		4,500				4,500	
Minor Furniture/Equipment	Post-release Community Supervision	5.1	1,000		1,000				1,000	
Minor Computer Equipment	Post-release Community Supervision	5.1	1,000		1,000				1,000	
Food	Post-release Community Supervision	5.1	3,000		3,000				3,000	
Client Expenses/Incentives	Post-release Community Supervision	5.1	3,000		3,000				3,000	
Contracts	Post-release Community Supervision	5.1	15,000		35,000				35,000	
Data Processing Services/Supplies	Post-release Community Supervision	5.1	11,239		11,239				11,239	
Travel/Training	Post-release Community Supervision	5.1	5,000		3,000				3,000	
Annual Vehicle Operating Expenses (ISF)	Post-release Community Supervision	5.1	83,418		80,000				80,000	
<b>Subtotal</b>			<b>127,657</b>		<b>145,739</b>				<b>\$ 145,739</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
<b>Subtotal</b>			<b>-</b>		<b>-</b>				<b>-</b>	
<b>Total</b>			<b>\$ 3,032,527</b>	<b>14.16</b>	<b>\$ 3,242,738</b>	<b>14.16</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 3,242,738</b>	<b>14.16</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: *Probation***

***FY 2022/23 Baseline Request***

The Probation Department's 2022/23 baseline allocation of \$3,250,738 will provide the following level of service:

Salary and Benefit costs of \$3,096,999 are requested for:

- One (1) FTE Probation Supervisor
- Twelve (12) FTE Probation Officers
  - The case load for each AB 109 Deputy Probation Officer (DPO) is 40 to 45 people
  - This includes a dedicated DPO to process the reentry of those being released from prison and local jail. This will include but is not limited to completion of the CAIS risk needs assessment tool, and to begin the process to ensure the most seamless transition from being in custody and returning to our communities.
- Projected Overtime for AB 109 DPOs
- One (1) FTE clerk
- Partial FTEs for additional management supervision and IT support.

Operating costs of \$145,739 are requested for:

- Ongoing vehicle maintenance, equipment, travel, training, communication costs, data processing services, a contract with a Rubicon Programs Inc. for Restorative Circles, incentives for probation clients including bus/BART tickets and food for weekly "Thinking for a Change" meetings.

***FY 2022/23 Program Modification Request***

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: Probation**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Rubicon Programs, Inc. (Reentry Success Center)	Restorative Circles for Reentry Clients	33,752	35,000	1,248 - - - - - - - -
		\$ 33,752	\$ 35,000	\$ 1,248

1. 2021/22 Contract Amount was budgeted at \$15,000. Actual Contract Amount is \$33,752

Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form

Department: Pre-Trial - Probation

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Deputy Probation Officer III	Pre-Trial Services Program	1.2	733,362	4.00	770,030	4.00			-	-
Clerk	Pre-Trial Services Program	1.2	86,479	1.00	89,073	1.00			770,030	4.00
									89,073	1.00
		<b>Subtotal</b>	<b>819,841</b>	<b>5.00</b>	<b>859,103</b>	<b>5.00</b>			<b>\$ 859,103</b>	<b>5.00</b>
<b>OPERATING COSTS</b>										
Office Expense	Pre-Trial Services Program	1.2	300		1,000				-	-
Travel/Training	Pre-Trial Services Program	1.2	5,000		4,300				1,000	
Contract	Pre-Trial Services Program	1.2	45,000		45,000				4,300	
Annual Vehicle Operating Expenses (ISF)	Pre-Trial Services Program	1.2	18,700		18,700				45,000	
									18,700	
		<b>Subtotal</b>	<b>69,000</b>		<b>69,000</b>				<b>\$ 69,000</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
									-	-
		<b>Subtotal</b>	<b>-</b>		<b>-</b>				<b>-</b>	<b>-</b>
		<b>Total</b>	<b>\$ 888,841</b>	<b>5.00</b>	<b>\$ 928,103</b>	<b>5.00</b>			<b>\$ 928,103</b>	<b>5.00</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: Pre-Trial - Probation**

***FY 2022/23 Baseline Request***

The Pre-Trial Program's proposed FY 2022/23 allocation of \$928,103 will provide the following level of service:

Salary and Benefit costs of \$859,103 are requested for:

- Four (4) FTE Probation Officers
- One (1) FTE Clerk

Operating costs of \$69,000 are requested for:

- \$1,000 for Office Expenses.
- One-year contract in the amount of \$45,000 for Pre-Trial program evaluation.
- \$18,700 for Annual Vehicle Operating Expenses.
- \$4,300 for Travel & Training.

***FY 2022/23 Program Modification Request***

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: Pre-Trial - Probation**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
To Be Determined	Pretrial Program Evaluator	45,000	45,000	-
		\$ 45,000	\$ 45,000	\$ -

Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form

Department: Behavioral Health

Description of Item	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
	Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>							-	-
Patient Financial Specialist	202,705	2.00	211,469	2.00			211,469	2.00
Registered Nurse	152,907	0.75	184,217	0.75	8,246		192,463	0.75
Mental Health Clinical Specialists	308,240	2.00	279,758	2.00	419,637	3.00	699,395	5.00
Community Support Workers	145,535	2.00	171,973	2.00			171,973	2.00
Psychiatrist	63,331	0.20	59,018	0.20			59,018	0.20
Clerk	44,032	0.50	39,343	0.50	39,343	0.50	78,686	1.00
Evaluators/Planners (MH)	-	-			18,620	0.10	18,620	0.10
Program Supervisors (MH & AOD)	-	-			85,748	0.40	85,748	0.40
Substance Abuse Counselor (AODS)	227,274	2.00	250,075	2.00			250,075	2.00
							-	-
	<b>1,144,025</b>	<b>9.45</b>	<b>1,195,853</b>	<b>9.45</b>	<b>571,594</b>	<b>4.00</b>	<b>\$ 1,767,447</b>	<b>13.45</b>
<b>OPERATING COSTS</b>							-	-
Transitional Housing (AODS)	178,374		178,374		40,948		219,322	
Residential Drug Facility (AODS)	157,321		157,321		269,163		426,484	
Outpatient (AODS)	182,363		182,363		(93,159)		89,204	
Drug Medi-Cal Federal Financial Part	157,321		157,321		-		157,321	
Lab & Pharmacy	162,838		162,838		(32,838)		130,000	
Deputy Sheriff	-		-				-	
Vehicle Operating (ISF Fee)	27,117		27,117		(2,233)		24,884	
Travel Expenses	6,523		6,523		(5,518)		1,005	
Occupancy Costs	39,589		39,589		(0)		39,589	
	<b>911,446</b>		<b>911,446</b>		<b>176,363</b>		<b>\$ 1,087,809</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>							-	-
							-	-
							-	-
	<b>\$ 2,055,471</b>	<b>9.45</b>	<b>\$ 2,107,300</b>	<b>9.45</b>	<b>\$ 747,957</b>	<b>4.00</b>	<b>\$ 2,855,256</b>	<b>13.45</b>



**PROGRAM BUDGET NARRATIVE*****2022/2023 Funding Request***

The Behavioral Health Division requests \$2,855,256 to provide forensic services, Substance Use Disorder (SUD) treatment options, assistance with establishing a medical/health home, emergency and transitional housing, and benefits assistance to individuals referred from County Probation who have been released from state prison on post release community supervision, as well as, individuals released from county facilities on mandatory supervision. This funding request includes a three percent (3%) Cost of Living Adjustment (COLA) and budget modification requests in staffing and operating costs. The staffing modification requests include additional staff needed and a justification is provided in the narrative below. Additionally, operating costs modification requests was to align budget allocation to reflect actual expenditures and the needs of the community.

**SALARY AND BENEFITS - \$ 1,767,447**

## Direct Service Staff

***Registered Nurse (0.75 FTE)***

The Registered Nurse with psychiatric background provides single point access for medication evaluations, assessments for adherence and effectiveness, medication education, and linkage to medical care. The Forensic Services nurse coordinates with the Mental Health Clinical Specialist, Psychiatrist and Probation Officers to address the individual needs of the criminal-justice involved consumer. As the population is increasing, there is a need for additional nursing hours for comprehensive coordination to navigate multiple systems of care.

***Mental Health Clinical Specialist (5 FTE)***

Mental Health Clinical Specialists conduct mental health assessments for co-occurring disorders, forensic case management, including interventions addressing criminogenic factors, coordination and information sharing with County Probation, and co-facilitation of *Thinking for a Change* probation groups. Three Mental Health Clinical Specialist positions (3 FTE) will be added to provide services with the Mental Health Evaluation Team – MHET. The MHET clinicians will partner with the Sheriff's department to provide mental health services to individuals with mental illness who engage frequently with the Sheriff's department and have frequent contact with Psychiatric Emergency Services; each MHET clinician will be partnered with a Sheriff's deputy in each region, East, Central, and West. MHET clinicians will provide mental health assessments, short-term case management, post crisis intervention, and linkage to services.

***Psychiatrist (0.2 FTE)***

The Forensic Nurse Practitioner is a substitute for the psychiatrist. The NP provides medication evaluations and prescriptions for psychotropic medications for probation referred clients who are not currently connected to a county mental health clinic. The NP is able to provide services while the Forensic team works to stabilize probation clients and lower their risk in the community. In addition, the NP provides consultation to the Forensic RN, the Mental Health Clinical Specialists, and Probation Officers regarding ongoing treatment options and prognosis for psychiatric disorders and effectiveness of medications in relation to substance use for individuals with dual diagnosis. This position is a 12 hour/week position.

***Substance Abuse Counselor (2 FTE)***

The Substance Abuse Counselors (SAC) conduct American Society of Addiction Medicine (ASAM) Criteria in-custody screenings to determine the best level of care ; provide individual and group counseling; engage individuals in treatment; develop and implement action plans related to substance use (SU) intervention and rehabilitation; instruct clients and the community on theories and treatment of SUD; support and collaborate with the Forensic Team members and coordinate with other alcohol and other drugs system of care providers to support transitions of levels of care; enter data and report on utilization of services; maintain a client case load of 30 monthly direct counseling contacts. The second Counselor meets with clients inside the MTZ detention and co-facilitates groups with Detention Mental Health Clinicians. This counselor is embedded at the West County Reentry Success Center and facilitate groups. Both counselors provide Recovery Support Services at Homeless Shelters, Probation offices and anywhere in the community as needed by AB109 clients while working with the Behavioral Health Access Line to ensure timely access to services.

***Patient Financial Specialist (formerly the SSI Coordinator/Benefits Specialist – (2 FTE)***

The SSI Coordinator/Benefits Specialist performs duties that include completing and submitting SSI/SSDI applications for those who may be eligible, assisting clients in submitting Medi-Cal, General Assistance or other benefits in which they may be entitled; and linking them to emergency housing. The Benefits Specialist works with AB109 clients residing in the shelter or referred directly through Probation who may be living in the community. This position also operates as a key member of the Forensic Services team.

***Community Support Workers (2 FTE)***

The Community Support Workers (CSW) collaborate with the consumers to encourage community engagement from a peer perspective. The CSWs support consumers through Health Care Navigation activities, Seeking Safety and individual WRAP sessions.

---

### **Administration/Support Staff**

***Senior Clerk (1 FTE)***

The Senior Clerk will provide administrative unit support, including monthly Medi-Cal checks, reviewing various pharmacy reports, database management, coordinating scheduling, and outreach contact on behalf of the Forensic Team. Due to increase in referrals to this program, increased outreach and coordination with justice partners, and the added administrative support needed for supporting the MHET staff, we are requesting an increase in funding for this position from .50 FTE to 1 FTE.

***Planner/Evaluator (0.1 FTE)***

The Planner/Evaluator will gather, tabulate and analyze data relative to services and provide data outcomes. The Planner/Evaluator may conduct needs assessment, and will provide additional data tracking, including, but not limited to, SSI status, housing status, Mental Health-AOD-Homeless Referrals, as collaborating across Homeless, AOD, and Mental Health to pull data regarding interagency service provider utilization.

***Program Supervisors (0.4 FTE)***

The Program Supervisor attends administrators meetings, receives and processes shelter referrals from probation, reviews utilization reports, and provides supervision to AB109 shelter case managers.

**OPERATING COSTS - \$1,087,809*****Recovery Residences (Sober Living Environment)***

Five beds are dedicated to AB109 clients who are homeless, have recently graduated from residential and outpatient SUD treatment programs at Uilkema House. Residents may stay for up to 24 months and will receive a variety of self-sufficiency services, recovery support and as a result of the DMC-ODS may continue to receive outpatient services, if needed while residing at Uilkema House. In FY21-22, we added funds to Oxford Houses as an option for AB109 clients. Oxford Houses are resident-managed sober living environments for individuals in SU remission.

***Residential Treatment***

Residential SUD treatment will be provided for up to 250 clients with an estimated number of 15,000 bed days. These services will be provided in the community by Discovery House -a county operated program and through other SUD DMC certified Community-Based Organizations (CBO) under a contract with Behavioral Health's Alcohol and Other Drug Services (AODS). With the implementation of the Drug Medi-Cal Organized Delivery System (DMC-ODS), AOD has experienced an increase on the number of clients. We have transitioned from 90-days length of stays to a client-centered treatment approach in alignment with the ASAM Criteria. Moreover, the Centers for Medicare and Medicaid (CMS) eliminated the restriction on the number of admissions to residential treatment per year.

***Outpatient Treatment***

Outpatient treatment will be available for up to 24 clients. Outpatient services will be provided through DMC certified community-based SUD providers under a contract with Behavioral Health's AODS. Outpatient services consist of individual and group counseling sessions and determined by the ASAM Criteria based on individual needs. Accordingly, the duration of treatment is driven by medical necessity rather than a fixed length of stay. Outpatient treatment accompanied by Recovery Residences, promote client self-sufficiency, health and recovery.

***Drug Medi-Cal Federal Financial Participation (FFP)***

While DMC allows counties to draw down Federal funding, a non-federal match is required. AB109 funding is used by AODS to cover the match for every AB109 client and criminal justice-involved client. Additionally, because DMC only covers treatment and excludes the cost for room and board at residential facilities, AB109 funds are used for each bed day. In 2019, approximately 95% of AB109 client referred to SUD treatment were Medi-Cal eligible. In 2020, we did a DMC data claim pull and due to various reasons, a large percentage of claims were disallowed. AB109 is used to cover the cost incurred by SU providers for services rendered for AB109 clients that were not approved. Similarly, AB109 funding supports non-DMC eligible (undocumented) criminal justice involved clients. While the number of admissions into residential treatment are no longer restricted, AB109 clients will still continue to receive extensions and additional admissions through AB109 funding. The figures used in this budget correspond to service utilization in FY20-21. Additionally, one of the many benefits of the DMC-ODS is that all Community Based Organizations (CBO) were able to renegotiate reimbursement rates, resulting in higher rates across modalities and already captured in FY19-20, there are no changes this year.

***Pharmacy/Lab***

Includes medication and lab fees for AB109 clients who are not covered by insurance.

***ISF Fee***

ISF is an annual fee for vehicle maintenance, insurance, and replacement. ISF charge will allow for replacement of the vehicle at the end of the vehicle life (90,000 miles) at no cost to the department.

***Occupancy***

Occupancy costs will provide office and meeting space for Forensic Services staff to meet with clients. Occupancy costs include rent and tenant improvements. It does not include other items such as utilities, telephone or data lines.

***Travel Expenses***

Funds will be used to offset travel expenses such as mileage reimbursement and bridge tolls to meetings and clinical appointments on behalf of AB109 clients.

**CAPITAL COSTS (ONE-TIME) - \$0**

No one-time capital costs are requests for FY 22/23.

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form**

Department: Health, Housing, and Homeless Division

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Shelter Case Managers			114,526	2.00	119,107	2.00			119,107	2.00
Evaluator			16,197	0.10	16,845	0.10			16,845	0.10
Program Supervisor			15,081	0.10	15,685	0.10			15,685	0.10
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
<b>Subtotal</b>			<b>145,804</b>	<b>2.20</b>	<b>151,636</b>	<b>2.20</b>	-	-	<b>\$ 151,636</b>	<b>2.20</b>
<b>OPERATING COSTS</b>										
Homeless Shelter Beds			248,049		382,330				382,330	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
<b>Subtotal</b>			<b>248,049</b>		<b>382,330</b>		-		<b>\$ 382,330</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
<b>Subtotal</b>			<b>-</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total</b>			<b>\$ 393,853</b>	<b>2.20</b>	<b>\$ 533,966</b>	<b>2.20</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 533,966</b>	<b>2.20</b>

- 1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.
- 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.
- 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*The Health, Housing, and Homeless Services Division requests \$533,966 to provide emergency shelter, case management, and housing navigation services to individuals referred from County Probation that have been released from state prison on post release community supervision, as well as individuals released from county facilities on mandatory supervision. The shelters' mission is to provide safe, interim housing with comprehensive services, as well as housing navigation services, that assist homeless adults in securing permanent housing that will end their homelessness.*

**DEPARTMENT: Health, Housing, and Homeless Division**

**FY 2022/23 Baseline Request**

**Salary and Benefits - \$151,636 (4% increase over 21-22)**

**Shelter Case Managers (2 FTE)**

Case Managers will provide one-on-one intensive case management services to assist to re-entry residents to successfully integrate back into the community. Services provided include assistance in securing permanent housing, linkages to education and employment services, life skills, education and development, and linkages to primary health care. In addition, AB109 dedicated shelter case managers will work closely with the Forensic Team to coordinate case plans around their housing and other supports. Funds will also be used to offset travel expenses such as mileage reimbursement and bridge tolls to meetings and clinical appointments on behalf of AB109 clients.

**Planner/Evaluator (.1 FTE)**

The Planner/Evaluator will gather, tabulate and analyze data relative to services and provide data outcomes. The Planner/Evaluator may conduct needs assessments, and will provide additional data tracking, including, but not limited to, SSI status, housing status, Mental Health-AOD referrals, as well as collaborating with community based agencies to pull data regarding interagency service provider utilization.

**Program Supervisor (.1 FTE)**

The Program Supervisor attends administrators' meetings, receives and processes shelter referrals from Probation, reviews utilization reports, and provides supervision to AB109 shelter case managers.

**Operating Costs - \$248,049**

***Shelter beds***

Up to ten beds (for up to a total of 2330 bednights @ a rate of \$164.09) are dedicated for homeless AB109 clients on a first come, first served basis. Shelter services include meals, laundry, case management, healthcare, housing navigation and other support services. Structural changes at shelter sites in response to the COVID-19 pandemic have reduced shelter capacity to 56% of previous years, however, we have added capacity in Pittsburg to serve the east county population. The structural changes were necessary to accommodate social distancing and other health and safety measures required by the County Health Officer for occupancy in a congregate living environment. The loss of overall occupancy capacity at the Concord and Brookside shelters results in an increase in the daily bednight rate per person as ongoing operating cost line items remain static, and are susceptible to annual inflation. The baseline request for 2022-23 ensures the same level of access for AB109 client placement as in the previous year, with an additional site, providing geographical access throughout the county as well.

**Capital Costs (One time) - \$0**

No one-time capital costs are requested for FY 22/23.

**FY 2022/23 Program Modification Request**

No modifications to the program are being requested at this time.

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: H3**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
				-
		\$ -	\$ -	\$ -



Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form

Department: HEALTH SERVICES - DETENTION HEALTH SERVICES

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Physician (MD)/Family Nurse Practitioner	MDF/WCDF/MCDF	3.3	222,474	1.00	233,598	1.00			-	-
Licensed Vocational Nurse	WCDF	3.3	298,553	2.90	307,510	2.90			307,510	2.90
Registered Nurse	MDF/WCDF/MCDF	3.3	504,889	2.80	530,133	2.80			530,133	2.80
Mental Health Clinical Specialist	WCDF	3.3	126,798	1.00	130,602	1.00			130,602	1.00
					-				-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
<b>Subtotal</b>			<b>1,152,714</b>	<b>7.70</b>	<b>1,201,843</b>	<b>7.70</b>			<b>\$ 1,201,843</b>	<b>7.70</b>
<b>OPERATING COSTS</b>										
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
<b>Subtotal</b>			<b>-</b>		<b>-</b>			<b>-</b>	<b>\$ -</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
									-	-
									-	-
									-	-
									-	-
<b>Subtotal</b>			<b>-</b>		<b>-</b>			<b>-</b>	<b>-</b>	
<b>Total</b>			<b>\$ 1,152,714</b>	<b>7.70</b>	<b>\$ 1,201,843</b>	<b>7.70</b>		<b>\$ -</b>	<b>\$ 1,201,843</b>	<b>7.70</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form  
Department: HEALTH SERVICES - DETENTION HEALTH SERVICES**

**PROGRAM NARRATIVE:**

The FY 22/23 CCP budget request assures Detention Health Services funding to continue the provision of medical and mental health services to AB109 patients housed in the County's adult detention facilities. These services are provided in accordance with the Board of State Community Corrections - Title 15, Division 1, Chapter 1, Subchapter 4, Article 11 - Minimum Standards for Local Detention Facilities - Medical/Mental Health Services. Detention Health Services provides medical/mental health/dental services to incarcerated patients housed at the Martinez Detention Facility, West County Detention Facility and the Marsh Creek Detention Facility.

***FY 2022/23 Baseline Request***

**The Health Services Department - Detention proposes FY 2022/23 Baseline allocation of \$1,201,843 and will sustain the same level of service. These amounts include applicable merit increases and a 3% or 5% COLA (depending on bargaining unit) and related benefit increases.**

***Physician (MD)/Family Nurse Practitioner (FNP) (1FTE)***

Under the direction of the Medical Director, a physician and/or family nurse practitioner (at the direction of a physician) provides direct patient assessments, initiating diagnostic tests, evaluating findings, prescribing comprehensive multidisciplinary treatment plans, and delivering primary care, including but not limited to patients with acute and chronic conditions, complicated mental health conditions, and behavioral disorders within the county jail facilities. The Physician will also evaluate and diagnose patients and prescribe appropriate psychotropic medications as needed in collaboration with the healthcare team.

***Registered Nurse (2.9FTE)***

Registered Nurses provide health intake, screening, and assessment of all persons entering detention. RNs collaborate with primary care providers, dentists, and behavioral health care providers at all three detention sites to ensure continuity, timeliness, and appropriateness of care to inmate patients. Care may include administration of medication, therapeutic agents, and treatments to incarcerated patients; chronic care management and follow up including the chart review; check & record vital signs, including alcohol/opiate withdrawal monitoring; and provide inmate patient education and/or discharge planning

**Mental Health Clinical Specialist (1FTE)**

The Mental Health Clinical Specialist (MHCS) position is assigned to the three adult detention facilities. The MHCS's assignments at detention may include but not limited to, providing mental health screenings and diagnostic behavioral health assessments to patients at intake, providing follow up sick call visits to patients in custody placements, providing suicide assessments and crisis de-escalation interventions to patients in crisis, develop safety plans, develop treatment and care plans for patients, facilitate treatment groups, collaborate with detention health providers, psychiatrists, and custody staff, participate in improvement projects, collaborate with patients to develop discharge and reentry plans, collaborate with community partners, outpatient providers, the patients support system and family members. The MHCSs will participate in ongoing and mandatory training, administrative and clinical meetings for detention health, CCRMC and clinics. This clinician is a part of a multi-disciplinary team that offers psychiatric treatment at the three adult detention facilities.

**Licensed Vocational Nurse (2.8FTE)**

Under the general supervision of registered nurses or physicians, licensed vocational nurses (LVNs) provide basic level, general nursing care including applying dressing and bandages, collect lab specimens, and provide emergency first aid care. LVNs prepare and administer medication including injections, perform wound care, record vital signs, diabetic check & insulin. LVNs may assist rehabilitation therapists in occupational, recreational, and industrial therapy programs for inmates at the West County Detention facility.

***FY 2022/23 Program Modification Request***

Not Applicable

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: HEALTH SERVICES - DETENTION HEALTH SERVICES**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Not Applicable				-
		\$ -	\$ -	\$ -

Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form  
 Department: PUBLIC DEFENDER

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Deputy Public Defender IV	ACER	1.2, 2.1	597,335	2.00	917,177.00	3.00			-	-
Deputy Public Defender III	ACER	1.2, 2.2	263,055	1.00		-			917,177	3.00
Legal Assistant	ACER	1.2	119,781	1.00	122,723.00	1.00			122,723	1.00
Deputy Public Defender IV	Clean Slate	5.2	140,910	0.50	160,843.00	0.50			160,843	0.50
Legal Assistant	Clean Slate	5.2	205,228	2.00	218,857.00	2.00			218,857	2.00
Social Work Supervisor II	Client Support	5.3	165,080	1.00	176,868.00	1.00			176,868	1.00
Social Worker II	Client Support	5.3	223,373	2.00	119,138.00	1.00			119,138	1.00
Social Worker III	Client Support	5.3		-	135,163.00	1.00			135,163	1.00
Clerk Experienced Level	Reentry Program Support	1.2, 2.1, 5.2, 5.3,	68,829	1.00	63,017.00	1.00			63,017	1.00
Asst. Public Defender	Reentry Program Support	2.1-2.3, 3.3, 4.1, 5.1	313,017	1.00	313,017.00	1.00			313,017	1.00
Deputy Public Defender II	Early Representation Program	1.2, 5.3	492,005	3.00	179,088.00	1.00			179,088	1.00
Deputy Public Defender III	Early Representation Program	1.2, 5.3		-	516,482.00	2.00			516,482	2.00
Legal Assistant	Early Representation Program	1.2, 5.3	340,980	3.00	341,568.00	3.00			341,568	3.00
Legal Assistant	Pre-Trial Services Program	1.2	356,964	3.00	365,399.00	3.00			365,399	3.00
<b>Subtotal</b>			<b>3,286,557</b>	<b>20.50</b>	<b>3,629,340</b>	<b>20.50</b>			<b>\$ 3,629,340</b>	<b>20.50</b>
<b>OPERATING COSTS</b>										
Office Expense	Early Representation Program	1.2,5.3	6,952		6,952				6,952	
Training/Travel	Reentry Programs	1.2, 2.1, 5.2, 5.3	10,000		10,000				10,000	
Clean Slate event supplies	Clean Slate	5.2	950		950				950	
Mileage	Reentry Programs	1.2, 2.1, 5.2, 5.3	15,880		15,880				15,880	
Postage for FTA Reduction Program	Early Representation Program	1.2, 5.3	1,400		1,400				1,400	
Promotional Materials Clean Slate	Clean Slate	5.2	925		1,100				1,100	
Promotional Materials for EarlyRep	Early Representation Program	1.2, 5.3	800		800				800	
Contracted Service - Uptrust Text Messaging	Reentry Program Support	1.2, 2.1, 5.2, 5.3,	-		-		45,500		45,500	
Bar Membership Dues/Fees	Reentry Program Support	1.2, 2.1, 5.2, 5.3,	-		-		4,950		4,950	
<b>Subtotal</b>			<b>36,907</b>		<b>37,082</b>		<b>50,450</b>		<b>\$ 87,532</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
<b>Subtotal</b>			<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>	
<b>Total</b>			<b>\$ 3,323,464</b>	<b>20.50</b>	<b>\$ 3,666,422</b>	<b>20.50</b>	<b>\$ 50,450</b>	<b>-</b>	<b>\$ 3,716,872</b>	<b>20.50</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.  
 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: PUBLIC DEFENDER**

***FY 2022/23 Baseline Request***

1. **ACER.** Salary and benefits costs of \$1,039,900 are requested for (3) FTE Deputy PD IV Attorneys and (1) FTE Legal Assistant. This program provides for early representation of in-custody clients at arraignment. ACER furthers the goals of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early resolution of cases. All three of our ACER attorneys are now classified as Deputy Public Defender IVs which is consistent with the need for experienced attorney staff who have the necessary expertise to represent individuals on a range of criminal cases in arraignment court.
2. **Client Support.** Salary and benefits costs of \$431,169 are requested for (1) FTE Social Work Supervisor II, (1) FTE Social Worker II, and (1) FTE Social Worker III. Public Defender Social Workers provide social histories and needs assessments for adult clients to support case dispositions and connect clients with critical services that result in successful case outcomes in order to reduce recidivism. Our social workers facilitate releases from our local jails, aid successful pretrial release, and support successful reentry and reintegration. The program furthers the goal of providing and enhancing integrated programs and services for successful reentry. This year, one of our AB109 funded Social Worker II employees was promoted to the Social Worker III level.
3. **Clean Slate.** Salary and benefits costs of \$379,700 are requested for (2) FTE Clean Slate Legal Assistants and (1) .5 FTE Deputy Public Defender IV. The .5 FTE Clean Slate attorney represents clients in obtaining post-conviction relief. One of the Clean Slate Legal Assistants is dedicated to handling Expungements and the other Clean Slate Legal Assistant is dedicated to handling Prop 47/Prop 64 cases. The Clean Slate Program provides extensive community outreach and county-wide record clearance services. The program furthers the goals of reducing recidivism, providing and enhancing integrated programs and services for successful reentry.
4. **Early Representation Program.** Salary and benefits costs of \$1,037,138 are requested for (1) Deputy Public Defender II Attorney, (2) Deputy Public Defender III Attorneys, and (3) FTE Legal Assistants. This program furthers the goal of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early disposition of cases. EarlyRep is a countywide program which has successfully reduced FTAs in arraignment court in all 3 regions of the county. We have also piloted the Holistic Intervention Partnership (HIP) which is funded by JAG funding from the BSCC. HIP expands the array of EarlyRep services to include funding for housing, treatment, reentry community navigation, and civil legal aid in collaboration with a broad array of government and community-based partners. Two of the EarlyRep attorneys are classified at the Deputy Public Defender III experience level, which is consistent with the level of expertise necessary for the EarlyRep assignment.

**5. Reentry Program Support.** Salary and benefits costs of \$376,034 are requested for (1) FTE AB109 Program Supervisor and (1) FTE Reentry Clerk. The AB109 Program Supervisor oversees the Reentry Programs Unit and coordinates the Public Defender's work with various reentry programs countywide in order to continue and expand our outreach to CBOs, other county agencies, and the greater community to support reentry services for our client population. The Reentry Clerk supports this work on an administrative level by working closely with the Reentry Programs. This program furthers the goal of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early disposition of cases.

**6. Public Defender Legal Assistants.** Salary and benefits costs of \$365,399 are requested for (3) FTE Public Defender Legal Assistants. This program furthers the goals of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early resolution of cases. These Legal Assistants conduct intake interviews for Public Defender clients, and gathering information critical to support release, placement in residential treatment, and connection to community-based services for those who come through our arraignment courts.

**7. Operating costs.** Ongoing operating costs of \$37,082 are requested for: office expenses (incl. technology), training and travel for Reentry Unit attorneys and Legal Assistants, Clean Slate event supplies, mileage for Reentry Unit staff, postage for the Early Representation Program, and promotional materials for the Clean Slate and Early Representation Programs, etc.

### ***FY 2022/23 Program Modification Request***

**1. Operating Costs:** Annual administrative cost share for (1) VISTA member placed at the Public Defender's office (\$5,000).

The Public Defender's Office serves as a host site for the National Legal Aid and Defender Association (NLADA) Defending Communities in Service VISTA Program. NLADA has partnered with the Corporation for National and Community Service (CNCS) to create an innovative program that trains AmeriCorps VISTA members in best practices in Community-Oriented Defense and places them in public defense agencies. Our VISTA member will focus on measuring the impact of our AB109 funded programs and will continue developing data systems and analytics to better understand outcomes for our AB109 funded programs. In 2019, the CAB voted to utilize AB109 funding to support our VISTA member's administrative dues for that year given that their work was aligned with AB109 goals.

**2. Operating Costs:** Text messaging system Services (\$40,500). Uptrust is a customized text messaging service that sends court date notification text messages to those with upcoming court dates. This service has been instrumental for clients participating in the Pretrial Services program who are released before trial to attend their court dates from the community with supervision and support. Uptrust services have contributed to a reduction of failure to appear (FTA) rates in local court and the Uptrust app is now being customized to link individuals to local community-based services.

**3. Operating Costs:** California State Bar Association annual dues and California Public Defender's Association (CPDA) annual membership dues (\$4950). This funding is for the annual State Bar dues for attorneys assigned to AB109-funded programs as well as the annual CPDA dues for those attorneys.

Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)

Department: PUBLIC DEFENDER

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Uptrust, Inc.	Text messaging services for court date reminders and connections to community-based services.		40,500	40,500
Cost share with VISTA member through National Legal Aid Defenders Association (MOU)	VISTA member to improve data collection capacity for AB109 funded programs.		5,000	5,000
		\$ -	\$ 45,500	\$ 45,500



Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form

Department: Stand Together Contra Costa (Public Defender)

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
Deputy Public Defender III	STCC - Removal Defense		263,055	1.00	273,577	1.00			-	-
Administrative Services Asst. III	STCC - Project Management		146,777	1.00	152,648	1.00			273,577	1.00
Immigration Attorney	STCC - Consultations Contractor		34,303	0.40	35,675	0.40			152,648	1.00
Immigration Attorney Supervisor	STCC - Removal Defense Contractor		28,472	0.20	29,611	0.20			35,675	0.40
Immigration Attorney	STCC - Removal Defense Contractor		177,632	2.00	184,737	2.00			29,611	0.20
Immigration Legal Assistants	STCC - Removal Defense Contractor		142,264	2.50	147,955	2.50			184,737	2.00
Immigration Legal Assistant	STCC - Consultations Contractor		31,514	0.35	32,775	0.35			147,955	2.50
					-				-	-
					-				-	-
					-				-	-
		<b>Subtotal</b>	<b>824,017</b>	<b>7.45</b>	<b>856,978</b>	<b>7.45</b>			<b>\$ 856,978</b>	<b>7.45</b>
<b>OPERATING COSTS</b>										
Website (PD)	Updates, design, domain, host		2,000		2,260				-	
Hotline (PD)	Infrastructure, domain, host		2,500		2,825				2,260	
Services and Supplies (PD)	Comm., Lang. Access, Misc.		7,000		7,910				2,825	
Community Response	Hotline Coverage Contractor		15,000		16,950		43,050		7,910	
Services and Supplies - Contractors	Office Supp., Photocopiers, Liability Ins., Professional Development		10,819		12,225				60,000	
Travel - Contractors	Mileage Reimbursement		2,600		2,938				12,225	
Communication - Contractors	Cell Phones		1,762		1,991				-	
Facilities - Contractors	Facilities and shared space		34,321		38,783				2,938	
Flexible Legal Defense (PD)	Expert Witness		10,000		11,300				1,991	
Indirect - Contractors	Indirect costs for contractors		55,643		62,877				38,783	
		<b>Subtotal</b>	<b>141,645</b>		<b>160,059</b>		<b>43,050</b>		<b>\$ 203,109</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
		<b>Subtotal</b>	<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>	
		<b>Total</b>	<b>\$ 965,662</b>	<b>7.45</b>	<b>\$ 1,017,037</b>	<b>7.45</b>	<b>\$ 43,050</b>	<b>-</b>	<b>\$ 1,060,087</b>	<b>7.45</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: *NAME OF DEPARTMENT***

***FY 2022/23 Baseline Request***

Salary and Benefits: Salary and benefits costs of \$856,978 are requested for: (1) FTE Deputy PD III, and (1) FTE Administrative Services Assistant III within the Public Defender's Office. Jewish Family and Community Services East Bay (JFCS) (.2) FTE Supervision for Immigration Attorneys and Legal Assistants, (2) FTE Immigration Attorneys, (2.5) FTE Immigration Legal Assistants at JFCS, International Institute of the Bay Area (IIBA) (0.4) FTE Immigration Attorney for Consultations, and (.35) FTE Legal Assistant for Consultations for the contractors.

Operating Costs: Ongoing Operating Costs of \$203,109 are requested for: Maintenance and support for the STCC website and hotline dashboard, language access, communications, office expenses (incl. technology), postage, promotional materials, expert witnesses, etc. (PD). Hotline coverage (Bay Area Community Resources) for community response, office supplies, photocopying, liability insurance, professional development, mileage for travel, cell phones, office space and indirect (JFCS & IIBA).

STCC provides removal defense, legal services and rapid response to support safety and justice for immigrant families in Contra Costa County that is supported by both county and philanthropic funds.

***FY 2022/23 Program Modification Request***

Community Response is pivotal to the program. Granting an increase of \$43,050, as shown in the total for operating cost above, will allow for expansion of outreach to include the southern areas of Contra Costa which will garner better outcomes for the program. Stand Together Contra Costa's community engagement efforts are essential to providing meaningful access to due process and building relationships and trust with immigrant families on behalf of all county service providers. Given the climate around immigration and the mass influx of immigrants to Contra Costa this request is in keeping with the important services provided by Stand Together Contra Costa.

## Contra Costa County Community Corrections Partnership

## FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)

## Department: Public Defender

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Jewish Family & Community Resources	Immigration Removal Defense Support	441,129	463,185	22,056
Immigration Institute of the Bay Area	Immigration Consultations	88,000	92,400	4,400
Bay Area Community Resources	Community Response	30,000	60,000	30,000
				-
				-
				-
				-
				-
				-
				-
				-
		\$ 559,129	\$ 615,585	\$ 56,456

Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form

Department: District Attorney's Office

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
DDA-Advanced Level	Realignment Coordinator Attorney		335,254	1.00	348,665	1.00			-	-
DDA-Basic Level	Violence Reduction/Recidivism Attorney		231,893	1.00	241,169	1.00			348,665	1.00
V/W Assist. Prog Specialist	Reentry Notification Specialists		190,846	2.00	198,479	2.00			241,169	1.00
DDA-Advanced Level	Arraignment Court/Realignment Attorney		675,839	2.00	702,872	2.00			198,479	2.00
Senior Level Clerk	Clerical/file support-Arraign. Court		82,712	1.00	86,021	1.00			702,872	2.00
V/W Assist. Prog Specialist	Reentry Notification Specialists		112,582	1.00	117,085	1.00			86,021	1.00
Legal Assistant	Non-violent misdemeanor diversion		96,030	1.00	99,871	1.00			117,085	1.00
Experienced Level Clerk	Clerical/file support-Arraign. Court		74,305	1.00	77,277	1.00			99,871	1.00
Experienced Level Clerk	Clerical/file support		65,911	1.00	68,547	1.00			77,277	1.00
Senior Level Clerk - Part Time 960	Realignment		26,582	1.00	27,646	1.00			68,547	1.00
									27,646	1.00
									-	-
									\$ 1,967,632	12.00
<b>Subtotal</b>			<b>1,891,954</b>	<b>12.00</b>	<b>1,967,632</b>	<b>12.00</b>				
<b>OPERATING COSTS</b>										
Office Expense			8,000		8,000					-
Postage			2,000		2,000				8,000	
Communication Costs			5,000		5,000				2,000	
Minor Furniture/Equipment			4,000		4,000				5,000	
Minor Computer Equipment			9,000		9,000				4,000	
Auto Mileage			5,000		5,000				9,000	
Occupancy Costs			30,000		30,000				5,000	
Data Processing Services/Supplies			15,000		15,000				30,000	
Training			52,000		20,000				15,000	
Neighborhood Courts Development			-		32,000				52,000	
									20,000	
									32,000	
									-	
									\$ 130,000	
<b>Subtotal</b>			<b>130,000</b>		<b>130,000</b>					
<b>CAPITAL COSTS (ONE-TIME)</b>										
										-
										-
										-
										-
<b>Subtotal</b>			<b>-</b>		<b>-</b>					
<b>Total</b>			<b>\$ 2,021,954</b>	<b>12.00</b>	<b>\$ 2,097,632</b>	<b>12.00</b>			<b>\$ -</b>	<b>\$ 2,097,632 12.00</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.

2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*The District Attorney's Office is requesting \$2,097,632 for FY 2022/23. This baseline request will continue the programs approved in the FY 2021/22 budget. The realignment team will address the responsibilities presented by the realignment of our criminal justice system pursuant to Penal Code section 1170(h).*

**DEPARTMENT: *District Attorney's Office***

***FY 2022/23 Baseline Request***

The realignment team includes (4) FTE Deputy District Attorneys, (1) Legal Assistant (Neighborhood Courts Coordinator), (1) Senior Level Clerk, (2) Experienced Level Clerk, (3) Victim/Witness Assistance Program Specialists, and (1) PT Senior Level Clerk.

- \$1,967,632 Salary and Benefits. Benefits Costs include FICA, medical, workers' compensation, SUI, deferred compensation, Paulson costs, benefits administration, retiree health, and OPEB pre-pay.
- \$130,000 Operating costs are requested.

**Neighborhood Community Courts**

In an effort to offer smart and safe alternatives for low level non-violent misdemeanors, the Contra Costa County District Attorney's Office implements the Neighborhood Courts Program. In lieu of filing criminal charges, this community based pre-charging diversion program will use a restorative justice lens to resolve low-level misdemeanors and quality of life crimes. Modeled after a similar District Attorney lead program, adjudicators – comprised primarily of residents who live and work in the community where the incident occurred – hear the case and create plans that enable the participant to address harms caused to the community and parties affected by the incident. This program reduces the number of cases making their way through the criminal justice system, saving both time and money for the courts and impacted county agencies. By keeping low-level non-violent offenders out of the criminal justice system, and keeping convictions off their record, this program will aid in preventing obstacles to obtaining employment, education, housing, and meaningful participation in the community.

**Realignment/Re-entry Coordinator Attorney**

This position is the office point person on all issues involving the implementation of prevention, realignment and re-entry. They attend Community Corrections Partnership meetings to provide information to the CCP when requested and to keep the office informed as to the CCP's policy decisions. They also participate in the CoCo LEAD+ (Law Enforcement Assisted Diversion), Strategic Re-entry Plan Development, Pre-Release Planning Pilot, Pre-trial Services, and the Racial Justice Task Force.

**ACER Attorneys**

These attorneys staff the Superior Court's in-custody arraignment courts and their early disposition calendars. This includes appearances at arraignments, weighing in on bail motions, interaction with the court on pre-trial release and attempts at disposition of cases early in the judicial process, before additional resources are used.

- Appear at felony arraignments
- Review all pre-release reports.

***FY 2022/23 Program Modification Request***

None.



**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: *EHSD***

***FY 2022/23 Baseline Request***

The EHSD -Reentry Systems proposed FY 2022/2023 Baseline Request of \$153,440 includes:

- Salary and Benefit cost of \$113,659 for one (1) FTE Social Service Program Assistant (SSPA).
- Operating Costs (35% estimated overhead) is based on salary and benefits for 1 FTE SSPA. Operating cost includes expenses for Travel, Space per Contra Costa Allocation Plan, Maintenance, Communication, Minor Furniture/Equipment, Contracted Services, Interdepartmental Charges, Other Operating Costs, Public/Public Direct Billed.

***FY 2022/23 Program Modification Request***

N/A

**Contra Costa County Community Corrections Partnership**  
**FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**  
**Department: EHSD**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
N/A				-
		\$ -	\$ -	\$ -



**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form**

**Department: EHSD - Workforce Development Board**

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
One Stop Administrator	Coordination with One-Stop/America Job Center of California system		44,000		45,760					-
Workforce Services Specialist	Engagement with public & private partners		50,000		52,000					-
Business Service Representative	Recruitment & engagement of businesses		70,061		72,863					-
Workforce Board Executive Director	Oversight & coordination with workforce system		22,000		22,880					-
17/18 4% Floor Allocation					-					-
18/19 4% Floor Allocation					-					-
					-					-
					-					-
					-					-
					-					-
					-					-
<b>Subtotal</b>			<b>186,061</b>	<b>-</b>	<b>193,503</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 193,503</b>	<b>-</b>
<b>OPERATING COSTS</b>										
Training/Travel			4,160		4,160					-
18/19 4% Floor Allocation										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
<b>Subtotal</b>			<b>4,160</b>	<b>-</b>	<b>4,160</b>	<b>-</b>	<b>-</b>	<b>\$ 4,160</b>	<b>-</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
										-
										-
										-
										-
										-
<b>Subtotal</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	
<b>Total</b>			<b>\$ 190,221</b>	<b>-</b>	<b>\$ 197,663</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 197,663</b>	<b>-</b>	

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.  
 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: *NAME OF DEPARTMENT***

***FY 2022/23 Baseline Request***

The Workforce Development Board of Contra Costa County (WDBCCC) is seeking status quo level funding of \$197,663 for the fiscal year 2022-2023. The budget reflects the amount of time key staff will devote to AB109 in order to continue to provide linkages to the One-Stop/AJCC system, business engagement, and small business and entrepreneurship connections. Although we are no longer hosting the SBDC, we are committed to collaborating with small businesses development organizations and training opportunities to provide entrepreneurial support to the AB109 and broader reentry community. In accordance with the WDBCCC's original submittal, we will use AB109 funds to leverage other funding in an effort to increase our capacity to provide services to previously incarcerated individuals.

***FY 2022/23 Program Modification Request***

The Workforce Development Board is not seeking increased funding at this time. The WDB is committed to partnering with the CCP and other agencies/organizations working in this space, with a goal of pursuing and securing additional resources that can further support, align, and leverage related work to serve AB109 participants and concurrently expand efforts to serve other justice involved populations that are returning to communities in Contra Costa County and help them with employment and training needs.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Proposal Form**

**Department: Office of Reentry & Justice**

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b>										
ORJ Director	ORJ Administration	6.2	251,121	1.00	253,792	1.00			253,792	1.00
ORJ Deputy Dir.	ORJ Administration	6.2	215,671	1.00	203,774	1.00			203,774	1.00
Research and Eval. Manager	Research and Evaluation	6.3	209,681	1.00	213,769	1.00			213,769	1.00
ORJ Program Coordinator	ORJ Administration	6.2	165,378	1.00	169,794	1.00			169,794	1.00
<i>AB 109 10% Reduction from FY 2020-21</i>			(112,606)						-	
<b>Subtotal</b>			<b>729,245</b>	<b>4.00</b>	<b>841,129</b>	<b>4.00</b>	-	-	<b>\$ 841,129</b>	<b>4.00</b>
<b>OPERATING COSTS</b>										
Communication, Office Supplies and Travel		6.2	13,000		13,000				13,000	
Data and Evaluation Software		6.3	65,000		65,000				65,000	
Student Internship Program		6.3	15,000		15,000				15,000	
<b>Subtotal</b>			<b>93,000</b>		<b>93,000</b>		-	-	<b>\$ 93,000</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>										
<b>Subtotal</b>			-		-		-	-	-	
<b>Total</b>			<b>\$ 822,245</b>	<b>4.00</b>	<b>\$ 934,129</b>	<b>4.00</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 934,129</b>	<b>4.00</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.

**PROGRAM NARRATIVE:**

*The ORJ will continue to provide administrative support to the community programs funded by AB 109 and various other efforts related to public safety and social justice. As the ORJ continues to grow into its new permanent home in the Probation department, it does so with a perspective of its work that has matured beyond its days as a pilot project and is regularly involved in matters that extend beyond AB 109. Nonetheless, the ORJ continues to prioritize partnerships that enhance reentry service delivery, program coordination, data collection, and overall understanding of the effectiveness of the County's local justice reform efforts.*

**DEPARTMENT:**

Probation Department's Office of Reentry & Justice

***FY 2022/23 Baseline Request***

As ORJ's office operations and administrative functions continue to be integrated within the Probation Department structure, it will retain the FY 2021/22 costs which include the following staffing pattern and operational expenditures unique from the rest of the Department.:

- » ORJ Director - (1.0 FTE)
- » ORJ Deputy Director - (1.0 FTE)
- » Research and Evaluation Manger - (1.0 FTE)
- » ORJ Program Coordinator (1.0 FTE) - \*NOTE - While transitioning from CAO to the Probation Department, the formerly approved Senior Program Analyst position (commonly classified in the CAO's office) was adjusted and reclassified as Program Coordinator with similar classification and corresponding duties more appropriately aligned with the Probation Department's workforce structure.

The ORJ's operational costs that will not be absorbed by the Probation department are expected to be \$93,000 allocated as follows:

- » \$13,000 for office costs related to travel, communication and supplies
- » \$65,000 for licensing and other costs related to data collection, program evaluation, and data system management
- » \$15,000 will cover the costs for stipends or temporary wages towards ORJ's student intern program

***FY 2022/23 Program Modification Request***

ORJ is requesting a status quo budget request for FY 22-23 and have no modification requests at this time.

Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form

Department: CCC Police Chief's Association

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request		
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs	
<b>SALARY AND BENEFITS</b>											
Richmond Police Officer (West)	MHET Officer		157,771	1.00	164,082					-	-
San Ramon Police Officer (Central)	MHET Officer		157,771	1.00	164,082					164,082	-
Pittsburg Police Officer (East)	MHET Officer		157,771	1.00	164,082					164,082	-
					-					-	-
					-					-	-
					-					-	-
					-					-	-
					-					-	-
					-					-	-
<b>Subtotal</b>			<b>473,313</b>	<b>3.00</b>	<b>492,246</b>	-		-	-	<b>\$ 492,246</b>	-
<b>OPERATING COSTS</b>											
<b>Subtotal</b>			<b>-</b>		<b>-</b>			<b>-</b>		<b>\$ -</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>											
<b>Subtotal</b>			<b>-</b>		<b>-</b>			<b>-</b>		<b>-</b>	
<b>Total</b>			<b>\$ 473,313</b>	<b>3.00</b>	<b>\$ 492,246</b>	<b>-</b>		<b>\$ -</b>	<b>-</b>	<b>\$ 492,246</b>	<b>-</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.  
 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Each police agency assigns an officer to participate in a countywide AB109 joint operation team coordinated by the respective police agencies and the Contra Costa County Police Chief's Association. In addition, individually funded police departments assign an officer to serve as a member of regional based Mental Health Evaluation Teams in partnership with Behavioral Health Services - Forensics Mental Health Unit.*

**DEPARTMENT: *CCC Police Chief's Association***

***FY 2022/23 Baseline Request***

The Contra Costa County Police Chief's Association has requested to fund three (3) MHET positions. These officers participate in coordinated efforts with licensed mental health clinicians in response to referrals involving potentially "high risk" individuals with mental health issues in the County. This collaborative approach is consistent with the Contra Costa County MHET Operation Plan. Each Police Officer maintains a current knowledge of MHET-related programs to ensure individuals with severe and acute mental health challenges are referred to services, if deemed appropriate. The goal is to reduce potential conflicts or confrontations between police and citizens.

***FY 2022/23 Program Modification Request***

**Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 List of All Budgeted Contracts (no minimum)**

**Department: Police Chiefs' Association**

Contractor Name	Program/Function	2021/22 Contract Amount (if applicable)	2022/23 Proposed Contract Amount	Variance between 21/22 and 22/23 Amounts
Richmond Police Department	MHET Officer (West County)	157,771	164,082	6,311
San Ramon Police Department	MHET Officer (Central County)	157,771	164,082	6,311
Pittsburg Police Department	MHET Officer (East County)	157,771	164,082	6,311
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
		\$ 473,313	\$ 492,246	\$ 18,933

Contra Costa County Community Corrections Partnership  
2022/23 AB109 Budget Proposal Form

Department: COMMUNITY ADVISORY BOARD

Description of Item	2021-22 CONTRACTED PROVIDER	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 COLA 3%		2023/24 COLA 3%		2024/25 COLA 3%		2022/25 Total Contract		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request		
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Funding Request	FTEs	Funding Request	FTEs	Funding Request	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request
<b>REGIONAL SERVICES</b>																			
<i>Employment</i>																			
Countywide	Rubicon Programs	5.3b	2,283,000	21.41	2,283,000	-	2,351,490	-	2,422,035	-	2,494,696	-	7,268,220	-	139,740	-	2,422,740	-	
<i>Housing</i>																			
Countywide	Shelter, Inc.	5.3c	842,000	4.88	1,272,000	-	1,310,160	-	1,349,465	-	1,389,949	-	4,049,574	-	77,858	-	1,349,858	-	
Countywide	Lao Family Community Development		430,000	2.35															
<i>Peer Mentoring</i>																			
West County	Men and Women of Purpose	5.4a	115,000	####	115,000	-	118,450	-	122,004	-	125,664	-	366,117	-	7,039	-	122,039	-	
<i>Family Reunification</i>																			
Countywide	Centerforce	5.4b	94,000	####	94,000	-	96,820	-	99,725	-	102,716	-	299,261	-	5,754	-	99,754	-	
<i>Legal Services</i>																			
Countywide	Bay Area Legal Aid	5.4c	157,000	1.37	157,000	-	161,710	-	166,561	-	171,558	-	499,829	-	9,610	-	166,610	-	
<i>One Stops</i>																			
East/Central County	Network System of Services	5.2b	see below	6.00	see below	-	see below	-	see below	-	see below	-	see below	-	see below	-	see below	-	
West County	Reentry Success Center		see below	3.22	see below	-	see below	-	see below	-	see below	-	see below	-	see below	-	see below	-	
		<b>Subtotal</b>	<b>3,921,000</b>	<b>41.39</b>	<b>3,921,000</b>	<b>-</b>	<b>4,038,630</b>	<b>-</b>	<b>4,159,789</b>	<b>-</b>	<b>4,284,583</b>	<b>-</b>	<b>12,483,001</b>	<b>-</b>	<b>240,000</b>	<b>-</b>	<b>\$ 4,161,000</b>	<b>-</b>	
<b>NETWORK SYSTEM OF SERVICES</b>																			
<i>Operations and Management</i>																			
Countywide	HealthRIGHT 360	3.3, 4.1, 5.1	654,400		979,000		1,008,370		1,038,621		1,069,780		3,116,771		59,924		1,038,924		
<i>Contracted Services</i>																			
Transitional Housing	Mz. Shirliz		175,000																
Specialized Vocational Training	Fast Eddie's Auto Services		67,600																
Transition Planning (women)	Centerforce		82,000																
<b>REENTRY SUCCESS CENTER</b>																			
<i>Operations and Management</i>																			
Countywide	Rubicon Programs	3.3, 4.1, 5.1	603,000		603,000		N/A		N/A		N/A		N/A				603,000		
		<b>Subtotal</b>	<b>1,582,000</b>		<b>1,582,000</b>		<b>1,008,370</b>		<b>1,038,621</b>		<b>1,069,780</b>		<b>3,116,771</b>		<b>59,924</b>		<b>\$ 1,641,924</b>		
<b>OTHER EXPENSES</b>																			
<i>Voice Quarterly Newsletters</i>																			
Countywide	Via Office of Reentry and Justice		20,000		20,000		N/A		N/A		N/A		N/A				20,000		
<i>CAB Support (countywide)</i>																			
Countywide	Via Office of Reentry and Justice		3,000		3,000		N/A		N/A		N/A		N/A				3,000		
		<b>Subtotal</b>	<b>23,000</b>		<b>23,000</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>23,000</b>		
		<b>Total</b>	<b>\$ 5,526,000</b>	<b>41.39</b>	<b>\$ 5,526,000</b>	<b>-</b>	<b>N/A</b>	<b>-</b>	<b>N/A</b>	<b>-</b>	<b>N/A</b>	<b>-</b>	<b>N/A</b>	<b>-</b>	<b>\$ 299,924</b>	<b>-</b>	<b>\$ 5,825,924</b>	<b>-</b>	

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars. FTEs were intentionally left blank since they are subject to change.  
 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.



**PROGRAM NARRATIVE:**

The Community Advisory Board budget represents a vital component of the County's effort to reduce recidivism. Investments in the community programs included in CAB's budget have not only emerged as essential elements of the County's reentry system, but the programs that they fund have become beacons of hope and opportunity for the County residents that participate in these programs. Furthermore, the County's support of the programs and initiatives included in the CAB Budget have paved the way for the development of innovative approaches to improving public safety (Reentry Success Center and Reentry Network), communication to stakeholders regarding the County's reentry efforts (seasonal VOICE newsletter), and information sharing and tracking among partners (Salesforce based data system).

For FY 2022/23, CAB submits a largely status quo budget to the County for approval with a modest increase to include a 3% COLA increase overall for each year of the programs' (3) year contract.

**DEPARTMENT: Community Advisory Board*****2022/23 Baseline Request***

In FY 2018/19, the ORJ put each of the contracts for the community programs in out for public bidding, except the Reentry Success Center (Center) contract. In FY 2019/20 the ORJ executed three-year contracts with each of agencies selected through the County's competitive bidding process, and these contracts are expected to expire at the end of FY 2021/22.

The recommended amounts of ongoing funding for FY 2022-23 are as follows:

Reentry Success Center: \$603,000

Center/Network Joint Communications Strategy \$20,000

CAB support through ORJ \$3,000

Current baseline amounts for services up for competitive bidding this fiscal year:

Employment Support and Placement Services: \$2,283,000

Housing: \$1,272,000

Peer Mentoring: \$115,000

Family Reunification: \$94,000

Civil Legal Services: \$157,000

Network System of Services: \$979,000

The contract for the Center is expected to be put out for competitive bidding in the second half of FY 2024/25 to align with competitive bidding of the other programs.

***2022/23 Program Modification Request***

CAB recommends that the County allocate the following for the impending RFP process:

Employment Support and Placement Services: \$2,422,740

Housing: \$1,349,858

Peer Mentoring: \$122,039

Family Reunification: \$99,754

Civil Legal Services: \$166,610

Network System of Services: \$1,038,924

This total funding level was calculated by providing a roughly 3% COLA increase in each of the next three years from the program's current baseline amount. The three-year contracted amounts were then divided equally among each of the next three years to get an annual funding level.

Contra Costa County Community Corrections Partnership  
 FY 2022/23 AB109 Budget Proposal Form

Department: Superior Court, County of Contra Costa

Description of Item	Program/Function	Ops. Plan Item #	2021/22 Funding Allocation <sup>1</sup>		2022/23 Baseline Request <sup>2</sup>		2022/23 Program Modification Request <sup>3</sup>		2022/23 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
<b>SALARY AND BENEFITS</b> Courtroom Clerk II Step 6			203,298	2.00	211,430	2.00			-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
<b>Subtotal</b>			<b>203,298</b>	<b>2.00</b>	<b>211,430</b>	<b>2.00</b>	-	-	<b>\$ 211,430</b>	<b>2.00</b>
<b>OPERATING COSTS</b>									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
<b>Subtotal</b>			-		-		-		<b>\$ -</b>	
<b>CAPITAL COSTS (ONE-TIME)</b>									-	-
									-	-
<b>Subtotal</b>			-		-		-		-	
<b>Total</b>			<b>\$ 203,298</b>	<b>2.00</b>	<b>\$ 211,430</b>	<b>2.00</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 211,430</b>	<b>2.00</b>

1. FY 2021/22 Funding Allocation reflects the FY 2021/22 Board of Supervisor's approved AB 109 budget.  
 2. FY 2022/23 Baseline Request should reflect the cost of continuing FY 2021/22 programs in FY 2022/23 dollars.  
 3. FY 2022/23 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2022/23.

**Contra Costa County Community Corrections Partnership  
FY 2022/23 AB109 Budget Program Narrative Form**

**PROGRAM NARRATIVE:**

*Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.*

**DEPARTMENT: *NAME OF DEPARTMENT***

***FY 2022/23 Baseline Request***

The Contra Costa Superior Court respectfully requests one-time funding from the County's FY 2022-23 AB 109 allocation in the amount of \$211,430. The funding continues to address the extra workload associated with PRCS cases, parole violation petitions, and the Pretrial Release Program by funding two dedicated courtroom clerks whose sole focus is on capturing court proceedings, and entering the appropriate case information timely.

The Court calendars many cases involving the supervision of "non-non-non" offenders. This workload continues to exceed that which could reasonably be handled by a single courtroom clerk. In response, the court allocated a second clerk to each of the high volume calendars at all times.

The additional clerk serves as a primary resource for the Judge, Justice Partners and the Attorneys in answering questions and receiving paperwork. The second clerk also preps calendars, answers incoming phone calls, responds to faxes and enters data in case management while the primary clerk records matters on the record. The two clerk team works together in departments creating a more efficient process for each case.

***FY 2022/23 Program Modification Request***

# MEMORANDUM

## FY 2022-2023 Policy & Budget Recommendations

Community Advisory Board to the Contra Costa County Community Corrections Partnership

---

### Introduction

The Community Advisory Board (CAB) would like to submit the following memorandum to the Community Corrections Partnership (CCP) for consideration and request public discussion of CAB's proposed policy and budget recommendations for fiscal year 2022-2023. CAB recognizes CCP for its ongoing support and attention to CAB's recommendations over the years and will continue to work in partnership with CCP members and members of the Board of Supervisors to refine, enhance, and improve our local criminal justice system.

CAB also commends the CCP, the Public Protection Committee, and CAO staff for their thoughtful and serious review of our FY 21-22 policy recommendations. We plan to continue working with all relevant stakeholders to see through the implementation of our prior year's recommendations as well as build upon them for FY 22-23.

Building from CAB's policy platform, which states:

As County residents and representatives of the community, we want a fair and effective justice system in Contra Costa County. Our approach to policy rests on four pillars:

- *We want to invest in what works.*
- *We believe that true justice requires social justice.*
- *We believe that incarceration should serve as a last resort.*
- *We believe that safety for all depends on justice for all.*

Our membership recommends the following:

---

#### *RECOMMENDATION #1:*

---

#### ***Continue investments in housing services by expanding the pool of reentry-specific housing***

Due to the impending effects and challenges of the COVID-19 pandemic, CAB recognizes the importance of sustaining safe and stable housing for vulnerable populations. We wish to reassert our previously recommended policy solution involving the expansion of housing services and options to address the ever growing and evolving housing needs of the reentry population, particularly as they are exacerbated by the pandemic, including streamlining transitions from jail to community by providing access to immediate housing at the point of release. We continue to highlight our concerns with utilizing one predominant housing model – transitional housing through sober living environments (SLE) as the primary source of housing for the reentry population. We are proposing that AB 109 investments be

prioritized for services that utilize a housing first approach, as this is best practice within the housing field, and offer flexible housing options in addition to transitional living.

More flexible funding would provide people with the support needed at the first hint of housing instability unique to their individual housing needs and prevent them from nearing the point of crisis to provide a pathway to permanent housing.

---

*RECOMMENDATION #2:*

---

***Expand the use of alternatives to incarceration including diversion and restorative justice programs, and ensure equitable access to these programs***

CAB recognizes the significance of improving our local justice system and reducing incarceration through the use of alternative programming that provide individuals who have committed low to moderate level offenses, opportunities to course correct and receive access to critical resources at important decision points along the criminal justice system continuum. Diversion and restorative justice programs have been widely used internationally as proven solutions for decarceration and reintegrating individuals back into society successfully.

We commend our County's various law enforcement agencies and reentry service providers who have adopted these practices either as agencywide policy or as formal programs. CAB recommends the CCP consider introducing expanding diversion and restorative justice opportunities countywide by reviewing an inventory of existing programs and policies, implement programs where needed, and establish a policy that ensures that any adopted diversionary and/or restorative justice practice and program make every effort to ensure equitable access to these opportunities across race/ethnicity, gender, age, ability, etc. To ensure and monitor the accessibility to these types of programs, we are also recommending ongoing public discussions and reporting of the demographic breakdowns of referrals, admissions, and completions of individuals participating in these programs.

CAB also recommends offering restorative justice programming for individuals serving time in custody at Marsh Creek and West County Detention Facilities.

---

*RECOMMENDATION #3:*

---

***Ensure all reentry programs and services are adaptable to a racial equity lens, are trauma-informed, and are culturally competent and responsive to the communities being served.***

With the county's growing effort to codify racial justice and equity across all facets of the county government structure, CAB believes similar attention such be given to AB 109 funded programs and services. CAB recommends that all reentry programs and services demonstrate racial inclusion and equity and are responsive to the population's trauma histories and cultural backgrounds.

We are encouraging the CCP to have public discussions on how this can be done in conjunction with the work of the Racial Justice Oversight Body and the creation of the Office of Racial Equity and Social Justice. CAB supports all efforts to ensure equitable access to and outcomes of funded services that are sensitive and responsive to the historical and unique needs of the communities these programs are intended to serve.

---

*RECOMMENDATION #4:*

---

***Support the development of a data strategy coordinated by the Office of Reentry and Justice to improve data collection, analysis and evaluation of programs and services, and the impact of AB 109 funding on the reentry population.***

CAB commends the CCP and Board of Supervisors' continuous support of the expansion of the Office of Reentry and Justice's operations and stewardship of important partnerships and collaborations with our local justice system actors and stakeholders. CAB also commends the Probation Department for supporting ORJ's integration within its agency and its continuous support for bringing the community's vision of this Office into fruition. With ORJ's growing research and evaluation team and CAB recognizing the increasing demand and call for more analysis of the AB 109's impact in our community, we support ORJ's effort to establish a data strategy that will strive to address the data needs of the AB 109 collaborative involving every AB 109 funded county agency and CBO partner. This is a major undertaking and will require ongoing and long-standing partnerships across multiple stakeholders to begin answering questions relating to impact and long-term outcomes of the communities served through AB 109 resources. We recommend the CCP's full support of this effort through membership participation where needed.

---

*RECOMMENDATION #5:*

---

***Increase targeted support and expand community-based resources for individuals with disabilities that are also justice-system involved, to include persons with physical and developmental disabilities, as well as those experiencing co-occurring mental health and substance use disorders.***

CAB acknowledges the growing need for specialized supports for individuals with disabilities that are also impacted by the justice-system. Presently, services for those with disabilities are availability and accessible, no reentry specific resources have been allocated to address this need outside of AB 109 funded behavioral health services. CAB recommends CCP engage in public discussions on areas where accessibility and coordination of resources can be improved for those who are justice-involved and living with disabling conditions. Disability can come in many forms and without having a clear understanding of how many individuals among this population are in need of services and how these services can be coordinated and integrated to better respond to their needs is a missed opportunity to support successful reintegration and reducing recidivism. CAB welcomes more discussion and an opportunity to work in partnership with CCP members to look at this issue more in depth.

---

*RECOMMENDATION #6:*

---

***Expand county employment opportunities and hiring among justice-involved population***

It is of no surprise that gainful employment with livable wages and benefits is a cornerstone for reducing recidivism and ensuring anyone with a history of justice-involvement can take care of their families and sustain disengagement from the justice system long-term. Public sector jobs have traditionally served as the backbone for job security and income stability among the general workforce. Because of this recognition, ensuring equitable access to public sector jobs for those in reentry can lift whole families and communities out of poverty and on track to a stable life. CAB recommends the county develop an initiative to expand employment opportunities and hire among the reentry population similar to other efforts in neighboring counties such as Alameda and San Francisco counties who have exercised policy actions and invested in outreach to these communities as the need for public sector workers continue to grow. CAB welcomes public discussions on the ways in which the county can streamline opportunities for hiring and job placement among the justice-involved population.

# CONTRA COSTA COUNTY



FY 2022/23

## COMMUNITY CORRECTIONS (AB 109) BUDGET





# FY 2022/23 CCP Budget Development Process

## FY 2022/23 CCP Budget Schedule

Major Activity	Due Date	CCP Date	PPC Date	BOS Date
Distribute 2022/23 CCP Budget Packet	10/1			
Departments Submit Preliminary Budget Proposals	10/29			
November 2021 CCP Agenda Packet Published		11/8		
November 2021 CCP Meeting - Budget Workshop		11/12		
December 2021 CCP Agenda Packet Published		11/29		
December 2021 CCP Meeting - Budget Deliberations		12/3		
Public Protection Comm. Agenda Packet Published			2/24	
Public Protection Comm. - CCP Budget Discussion			2/28	
County Recommended Budget available	4/1			
Board of Supervisors Budget Hearings				4/12
County Budget Adoption				5/10



# FY 2022/23 Community Corrections Budget

	2021/22	2022/23 BUDGET REQUEST			2022/23
	ONGOING	BASELINE	PROG. MOD.	TOTAL	Contract Funding
<b><u>PROGRAM EXPENDITURES</u></b>					
Sheriff	9,004,929	10,325,502	359,740	10,685,242	805,480
Probation	3,921,368	4,170,841	-	4,170,841	80,000
Behavioral Health	2,055,471	2,283,662	571,594	2,855,256	400,000
Health, Housing & Homeless	393,853	533,966	-	533,966	382,330
Detention Health Services	1,152,714	1,201,843	-	1,201,843	
Public Defender	4,179,490	4,776,959	-	4,776,959	615,585
District Attorney	1,826,429	2,097,632	-	2,097,632	-
EHSD	177,399	153,440	-	153,440	45,500
EHSD-WDB	190,221	197,663	-	197,663	-
Office of Reentry and Justice	822,845	934,129	-	934,129	-
CCC Police Chiefs	495,257	492,246	-	492,246	492,246
Community Programs	5,526,000	5,825,925	-	5,825,925	5,802,925
Superior Court	203,298	211,430	-	211,430	
<b>TOTAL EXPENDITURES</b>	<b>29,949,274</b>	<b>33,205,238</b>	<b>931,334</b>	<b>34,136,572</b>	<b>8,624,066</b>

- On December 3, 2021, the Community Corrections Partnership (CCP) – Executive Committee approved a FY 22/23 Community Corrections Budget:
  - The CCP approved budget totaled approximately \$34.1 million, including \$33.2 million in baseline funding and \$931,000 in budget modifications.



# FY 22/23 Budget Modifications

- ▶ Sheriff's Office –\$359,740 for two (2) Mental Health Evaluation Team (MHET) Officers.
- ▶ Behavioral Health – \$571,594
  - \$419,637 for three (3) Mental Health Clinical Specialist to partner with the Sheriff's Office to provide mental health services to individuals with mental illness who engage frequently with the Sheriff's department and have frequent contact with Psychiatric Emergency Services
  - \$151,957 for increased nursing hours, clerical support, planning/evaluation, and program supervision.



# FY 22/23 Funding

- ▶ **Total Revenue – \$35.7 million**
  - FY 22/23 Base Revenue – \$33.1 million
    - Based on the January Governor’s Budget, statewide base is estimated at \$1.76 billion, Contra Costa County receives 1.88% of the statewide base revenue
  - FY 21/22 Growth Revenue – \$2.6 million (net of a 10% transfer to the Local Innovation Fund)
    - Statewide FY 21/22 Growth is estimated at \$167.7 million; the County estimate assumes the allocation rate of 1.71% remains the same as the previous year.
- ▶ **Total revenue exceeds the CCP Recommended budget by \$1.6 million.**



# Fund Balance

	FY 21/22 Budgeted	FY 21/22 Projected Actuals	Diff.
<b>REVENUES:</b>			
FY 2021/22 Base Allocation	26,488,323	29,962,259	3,473,936
FY 2020/21 Growth Revenue	1,446,951	3,494,029	2,047,078
FY 2020/21 Base Restoration	-	409,125	409,125
<b>TOTAL REVENUE</b>	<b>27,935,274</b>	<b>33,865,413</b>	<b>5,930,139</b>
<b>EXPENDITURES:</b>			
Reimbursements To Depts	29,949,274	28,451,810	(1,497,464)
<b>TOTAL EXPENDITURES</b>	<b>29,949,274</b>	<b>28,451,810</b>	<b>(1,497,464)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(2,014,000)</b>	<b>5,413,603</b>	<b>7,427,603</b>
<b>FUND BALANCE, BEGINNING</b>	<b>28,896,194</b>	<b>28,896,194</b>	<b>-</b>
<b>FUND BALANCE, ENDING</b>	<b>26,882,194</b>	<b>34,309,797</b>	<b>7,427,603</b>

- ▶ The Fund Balance is expected to increase from \$28.9 million to \$34.3 million by the end of FY 21 / 22.



# CAB Policy Brief

- ▶ At the November 2021 CCP meeting, the Community Advisory Board (CAB), presented the 2021 Policy Brief.
- ▶ CAB Recommendations:
  1. Continue investments in housing services by expanding the pool of reentry-specific housing.
  2. Expand the use of alternatives to incarceration including diversion and restorative justice programs and ensure equitable access to these programs.
  3. Ensure all reentry programs and services are adaptable to a racial equity lens, are trauma-informed, and are culturally competent and responsive to the communities being served.



# CAB Policy Brief (Cont.)

4. Support the development of a data strategy coordinated by the Office of Reentry and Justice to improve data collection, analysis and evaluation of programs and services, and the impact of AB 109 funding on the reentry population.
5. Increase targeted support and expand community-based resources for individuals with disabilities that are also justice-system involved, to include persons with physical and developmental disabilities, as well as those experiencing co-occurring mental health and substance use disorders.
6. Expand county employment opportunities and hiring among justice-involved population.



# Recommendations

- ▶ 1. CONSIDER approving the FY 2022/23 AB 109 budget proposal as recommended by the Community Correction Partnership–Executive Committee.
- ▶ 2. CONSIDER directing staff to coordinate with certain funded programs or departments to report back to the Committee.





# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

7.

<b><u>Meeting Date:</u></b>	02/28/2022		
<b><u>Subject:</u></b>	Racial Justice Oversight Body Vacancy and Recruitment		
<b><u>Submitted For:</u></b>	Esa Ehmen-Krause, County Probation Officer		
<b><u>Department:</u></b>	Probation		
<b><u>Referral No.:</u></b>	N/A		
<b><u>Referral Name:</u></b>	Referral on Racial Justice Oversight Body – 2022 Recruitment Plan		
<b><u>Presenter:</u></b>	Patrice Guillory	<b><u>Contact:</u></b>	Nicole Popczuk, (925) 313-4139

---

### **Referral History:**

On July 24, 2018, the Board of Supervisors adopted the "Racial Justice Task Force - Final Report and Recommendations", which included the recommendation to create a Racial Justice Oversight Body tasked with the periodic review and reporting of racial and ethnic disparities in the local criminal and juvenile justice systems, as well as the ongoing support and monitoring of efforts to implement recommendations to reduce the disparities.

Based on this action, the Racial Justice Oversight Body is composed of the following 18 representatives:

1. A representative from the Superior Court, as a non-voting member;
2. The Sheriff or his designee;
3. The Chief Probation Officer or his designee;
4. The Public Defender or her designee;
5. The District Attorney or her designee;
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
7. A representative from the Contra Costa County Office of Education;
8. A representative from a Local School District (Rotation: Mt. Diablo/West Contra Costa/Antioch)
9. A representative from Contra Costa County Health Services Department; and
10. Nine community-based representatives, including:
  - Community-based Representative, Seat 1 & 2: two members nominated by the Contra Costa Racial Justice Coalition
  - Community-based Representative, Seat 3 & 4: two individuals with prior personal criminal or juvenile justice system involvement
  - Community-based Representative, Seat 5, 6 & 7: three representatives from community-based organizations (CBO) that work with justice involved populations, including at least one person who works directly with youth
  - Community-based Representative, Seat 8: one representative from a faith-based organization
  - Community-based Representative, Seat 9: one representative that is either a school age young person, or from a CBO who provides services to school age youth

On September 29, 2020, a three-week recruitment process was initiated by the County to fill the seven (7) community-based seats. The Racial Justice Coalition selected their two nominations. The deadline for submissions was October 19, 2020 and the County received a total of 25 applications.

On October 26, 2020, the PPC interviewed and approved the nominations for appointment to the Racial Justice Oversight Body. On January 19, 2021, the Board of Supervisors appointed the individuals identified in [Attachment A](#) to serve on the Racial Justice Oversight Body.

### **Referral Update:**

On November 4, 2021, Apollo Sulse, the Community-based Representative (Seat 8), was declared inactive by the Racial Justice Oversight Body.

On November 15, 2021, Noe Gudiño, the Community-based Representative (Seat 9), notified staff of his desire to resign from the Racial Justice Oversight Body.

On December 7, 2021, the Board of Supervisors accepted the resignation of Noe Gudiño and motion by full body declaring Apollo Sulse inactive, declared a vacancy of the Community Representative Seat 8 and 9 on the Racial Justice Oversight Body, and directed the Clerk of the Board to post the vacancies.

Staff recommends the following recruitment schedule options to fill current vacancies on the RJOB:

**OPTION 1: 3-Week Application Period – Spring 2022 (NOTE: Recruitment for Community-based Representative Seats #8 & #9 Vacancies ONLY):**

- Mar 21: Issue press release advertising vacancies
- Apr 11: Application Deadline (3-week application period)
- Apr 25: PPC Meeting: Interviews
- May 10: BOS consideration of PPC nominations

**OPTION 2: 7-Week Application Period – Spring 2022 (NOTE: Recruitment for Community-based Representative Seats #8 & #9 Vacancies ONLY):**

- Mar 21: Issue press release advertising vacancies
- May 9: Application Deadline (7-week application period)
- May 23: PPC Meeting: Interviews
- Jun 7: BOS consideration of PPC nominations

In preparation for all Community-based Representative seats with terms expiring on December 31st, 2022, Staff also recommends initiating an additional recruitment process scheduled for Fall 2022. The following recruitment schedule options would include:

**OPTION 1: 3-Week Application Period – Fall 2022 (NOTE: Recruitment for ALL 9 Community-based Representative Seats):**

- Sep 19: Issue press release advertising vacancies
- Oct 10: Application Deadline (3-week application period)
- Oct 24: PPC Meeting: Interviews
- Nov 8: BOS consideration of PPC nominations

**OPTION 2: 7-Week Application Period – Fall 2022 (NOTE: Recruitment for ALL 9 Community-based Representative Seats):**

- Aug 22: Issue press release advertising vacancies
- Oct 10: Application Deadline (7-week application period)
- Oct 24: PPC Meeting: Interviews
- Nov 8: BOS consideration of PPC nominations

Attachment A includes a full roster of Members for the Racial Justice Oversight Body including term expiration dates and current vacancies for Community-based Representative Seats 8 and 9.

**Recommendation(s)/Next Step(s):**

PROVIDE direction to staff regarding the recruitment process to immediately fill (2) vacant Community-based Representative Seats 8 and 9 of the Racial Justice Oversight Body.

PROVIDE direction to staff regarding a recruitment process for Fall 2022 to fill all (9) Community-based Representative Seats of the Racial Justice Oversight Body scheduled to expire on December 31st, 2022.



## 2021-22 Racial Justice Oversight Body

### Seat

The Sheriff or designee  
The Chief Probation Officer or designee  
The Public Defender or designee  
The District Attorney or designee  
Superior Court representative (*Non-Voting*)  
Local Law Enforcement representative (*Nominated by CCC PCA*)  
Contra Costa County Office of Education representative  
Local School District representative (*Mt. Diablo/West Contra Costa/Antioch*)  
Health Services Department representative  
Community-based Representative, Seat 1 (*Nominated by Racial Justice Coalition*)  
Community-based Representative, Seat 2 (*Nominated by Racial Justice Coalition*)  
Community-based Representative, Seat 3 (*Prior personal criminal justice involvement*)  
Community-based Representative, Seat 4 (*Prior personal criminal justice involvement*)  
Community-based Representative, Seat 5 (*CBO work w/ justice involved youth*)  
Community-based Representative, Seat 6 (*CBO work w/ justice involved of any age*)  
Community-based Representative, Seat 7 (*CBO work w/ justice involved of any age*)  
Community-based Representative, Seat 8 (*Faith-based organization*)  
Community-based Representative, Seat 9 (*School age youth or CBO of youth services*)

### Appointee

Melissa Klawuhn  
Esa Ehmen-Krause  
Ellen McDonnell (Co-Chair)  
Diana Becton  
Matthew Malone  
Bisa French  
Lynn Mackey  
LaShante Smith  
Dr. William Walker  
Tamisha Walker (Co-Chair)  
Jeff Landau  
Michael Pierson  
Chala Bonner  
Stephanie Medley  
Ronell Ellis  
Cheryl Sudduth  
Vacant  
Vacant

### Term Expiration

*ex-officio*  
*ex-officio*  
*ex-officio*  
*ex-officio*  
*other appointed*  
December 31, 2022  
*other appointed*  
December 31, 2022  
*other appointed*  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022  
December 31, 2022



# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

8.

**Meeting Date:** 02/28/2022  
**Subject:** CY 2022 Workplan  
**Submitted For:** PUBLIC PROTECTION COMMITTEE,  
**Department:** County Administrator  
**Referral No.:** N/A  
**Referral Name:** N/A  
**Presenter:** Paul Reyes, Senior Deputy County Administrator      **Contact:** Paul Reyes, 655-2049

---

### **Referral History:**

The Board of Supervisors has made the following referrals to the Public Protection Committee:

1. Opportunities to Improve Coordination of Response to Disasters and Other Public Emergencies
2. Welfare Fraud Investigation and Prosecution
3. Multi-Language Capability of the Telephone Emergency Notification System (TENS)/Community Warning System (CWS) Contracts
4. County Support and coordination of non-profit organization resources to provide re-entry services, implementation of AB 109 Public Safety Realignment, and appointment recommendations to the Community Corrections Partnership
5. Inmate Welfare Fund/Telecommunications/Visitations Issues
6. Racial Justice Oversight Body
8. County Law Enforcement Participation and Interaction with Federal Immigration Authorities
9. Juvenile Justice Coordinating Council
10. Adult Criminal Justice Fees
11. Racial Equity Action Plan

Other items that will be included are:

1. Stepping Up Initiative, including the Anyone Anywhere Anytime (A3) program
2. Holistic Intervention Partnership from the Public Defender's Office The Committee members have selected the fourth Monday of each month at 10:30 a.m. as the standing meeting date and time for 2022.

### **Referral Update:**

Attached for the Committee's review is the proposed meeting schedule and the proposed work plan for hearing each of the 2022 referrals (Attachment A).

### **Recommendation(s)/Next Step(s):**

1. APPROVE the proposed 2022 Public Protection Committee meeting schedule and workplan;
2. PROVIDE direction to staff as appropriate.

---

### **Attachments**

**Attachment A - Draft 2022 Committee Workplan**

---

### 2022 Public Protection Committee Schedule and Workplan

Meetings are held virtually on the 4<sup>th</sup> Monday of the month at 10:30 am – 12:00 pm unless otherwise noted.

Meeting Date	Agenda Items
February 28, 2022	<ul style="list-style-type: none"> <li>▪ JJCC Appoint Interviews and recommendation</li> <li>▪ FY 22/23 Community Corrections Budget Recommendation</li> <li>▪ Racial Justice Oversight Body (RJOB) Status Update</li> <li>▪ 2022 Workplan</li> </ul>
March 28, 2022	<ul style="list-style-type: none"> <li>▪ Juvenile Justice Coordinating Council update</li> <li>▪ Appointment recommendations as needed</li> </ul>
April 25, 2022	<ul style="list-style-type: none"> <li>▪ Stepping Up Initiative</li> <li>▪ Holistic Intervention Partnership from the Public Defender's Office</li> <li>▪ Appointment recommendations as needed</li> </ul>
May 23, 2022	<ul style="list-style-type: none"> <li>▪ Racial Equity Action Plan</li> <li>▪ Welfare Fraud Investigation and Prosecution</li> <li>▪ Appointment recommendations as needed</li> </ul>
June 27, 2022	<ul style="list-style-type: none"> <li>▪ Adult Criminal Justice Fees</li> <li>▪ Appointment recommendations as needed</li> </ul>
July 25, 2022	<ul style="list-style-type: none"> <li>▪ Update on the Multi-Language Capability of County's emergency warning systems</li> <li>▪ Disaster Response Coordination</li> <li>▪ Appointment recommendations as needed</li> </ul>
August 22, 2022	<ul style="list-style-type: none"> <li>▪ Update on County Law Enforcement Participation and Interaction with Federal Immigration Authorities</li> <li>▪ Appointment recommendations as needed</li> </ul>
September 26, 2022	<ul style="list-style-type: none"> <li>▪ Inmate Welfare Fund/Telecommunications/Visitations Issues</li> </ul>

	<ul style="list-style-type: none"><li>▪ Appointment recommendations as needed</li></ul>
October 24, 2022	<ul style="list-style-type: none"><li>▪ 2022 Legislative Impacts</li><li>▪ JJCC Update</li><li>▪ Appointment recommendations as needed</li></ul>
November 28, 2022	<ul style="list-style-type: none"><li>▪ Appointment recommendations as needed</li></ul>
December 26, 2021 Holiday	<ul style="list-style-type: none"><li>▪ Holiday - No meeting</li></ul>

DRAFT