Community Corrections Partnership (CCP)
Community Advisory Board (CAB) Meeting

Thursday, March 14, 2019
10:00 a.m. to 12:00 p.m.
Probation Dept., Sequoia Room
50 Douglas Drive, Martinez CA

Agenda

1. Introductions and Announcements

2. Public Comment

3. Approve February CAB Meeting Minutes [VOTE] (Attachment 1)

4. Presentation by the Probation Department on Purpose/Functions of the Probation Department and Expenditure/Usage of AB109 Funds

5. Approve 2019 CAB Operating Guidelines [VOTE] (Attachment 2 & 3)

6. CAB Subcommittee Appointments [VOTE]

7. CAB Member Meeting Updates
   a. 3/11 PPC Meeting (Harry Thurston)
   b. Reentry Success Center Steering Commission Meeting (DeVonn Powers)
   c. Policy and Budget (Lisa Gregory) (Attachment 4)
   d. Programs and Services (Rolanda Wilson) (Attachment 5)
   e. Outreach and Community Engagement (Michael Pitts) (Attachment 6)
   f. Data and Information Ad Hoc Committee (Gretchen Logue) (Attachment 7)

8. Adjourn

Next Meetings:

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<tr>
<th>CCP Exec Committee</th>
<th>Public Protection Committee</th>
<th>Community Advisory Board</th>
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<tr>
<td>Friday, June 7, 2019 8 a.m. Probation Dept, Sequoia Room 50 Douglas Drive, Suite 200 Martinez, CA 94553</td>
<td>Monday, April 1, 2019 10:30 a.m. County Admin. Bldg., Room 101 651 Pine Street Martinez, CA 94553</td>
<td>Thursday, April 11, 2019 10 a.m. to 12 p.m. Probation Dept, Sequoia Room 50 Douglas Drive, Suite 200 Martinez, CA 94553</td>
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The Community Corrections Partnership (CCP) will provide reasonable accommodations for persons with disabilities planning to attend CCP Executive Committee meetings. Contact the staff person listed below at least 48 hours before the meeting.

Any disclosable public records related to an item on a regular meeting agenda and distributed by staff to a majority of members of the CCP Executive Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Suite 201, Martinez, CA, during normal business hours, 8 am – 12 Noon and 1-5 pm. Materials are also available online at http://www.co.contra-costa.ca.us/index.aspx?nid=3113

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: Donte Blue, Committee Staff Phone (925) 335-1977 donte.blue@cao.cccounty.us
Attachment 1
Community Corrections Partnership (CCP)  
Community Advisory Board on Realignment (CAB)  
Minutes, February 14, 2019

**CAB Members Present:** Chala Bonner, Gretchen Logue, Harry Thurston, DeVonn Powers, Rolanda Wilson, Frank Hancock, Michael Pitts, (7 members, quorum established)

**Public:** Donté Blue, Monica Carlisle, Jill Ray, Alicia Nuchols, Dom Prvett, Venus Johson, Morgan Malmgren, Doug Leich, Gina Bills, Charles Brown, Janna Evans, Anthony Hiley, Dolores Willias, Rahel H., Jess Jollett, Paul Taylor, Tiffany Anaya and Chrystine Robbins

1. Called to order at 10:05 AM.

2. Announcements:
   a. Donté thanked members for attending the retreat, he provided two attachments for CAB members to include in their folders. He explained sign in process: separate sign in sheet for CAB members, initials required.
   b. Jill Ray shared the next PPC meeting has been rescheduled to March 11th with a start time at 10:00 am or 10:30 am, most likely 10:30 am.
   c. Jana Evans shares two events:
      i. Job Fair: West County Detention Facility, March 28, 12:00–3:00 pm
      ii. Job Fair: Marsh Creek Detention Facility April 11, 12:00 – 3:00 pm
   d. Charles Brown shares two events:
      i. Workforce Event: Loma Vista Adult Center February 19, 8:30 –11:30 am  
         Details: Attachment 1
      ii. Career Event: West Contra Costa Career Fair, March 20th, 10:00 am – 1:00 pm  
         Details: Attachment 2

   CAB Chair Harry asked ORJ to make sure that all CAB members are added to ORJ’s mailing list and will be able to receive event flyers like this in the future.

3. Public comment: None

4. January Minutes:
   b. Approve with change: Rolanda motions, Michael seconds, all in favor, no abstentions

5. CAB Retreat:
   a. Harry reports on day 1:
      i. First day covered AB109 Facts
      ii. Brown Act: Harry makes decision not to allow call-ins for CAB to reach quorum

Jill Ray clarifies that if members were going to vote on an item via teleconference, then the teleconference location needs to be added to the meeting agenda. The agenda also needs to be posted by posting deadlines at the location where the teleconference is conducted.
iii. AB109 funding past and present
iv. CAB purpose and function
v. Policy Budget Advocacy

b. Harry reports on day 2
   i. Set Goals and priorities
   ii. Developed Subcommittees
   iii. Donte reminded CAB to add to next month’s agenda to vote on subcommittee appointments.
   iv. Donte reminded CAB members to complete ethics training within 90 days of CAB appointment. [http://www.cccounty.us/3418/Appointed-Bodies-Committees-and-Commissi](http://www.cccounty.us/3418/Appointed-Bodies-Committees-and-Commissi)
   v. Officer committee to meet monthly
   vi. Chala corrects date of next Policy and Budget Subcommittee Meeting to February 22, 9:30 – 11:00 am
   vii. Harry highlights that subcommittee work will begin ASAP.
   viii. Donte notifies subcommittee chairs to work with ORJ to:
       1. Post agendas
       2. Reserve meeting space
       3. Arrange for either Monica or Donte to attend all meetings
       4. Complete required “committee update” form at the end of each meeting – request form from Monica
   ix. Please see Attachment 3 and 4 for retreat details.

6. Appointment of CAB Representatives
   a. Prop 47 LAC – Michael Pitts
   b. RSC Steering Committee – DeVonn Powers
   c. Pre-Prelease Planning Steering Committee – Gretchen Logue
   d. Rolanda motions, Chala seconds, all in favor, no abstentions

7. CAB Representation at County’s Public Safety Meetings
   a. Harry appoints himself as CAB Rep for BOS, PPC and CCP meetings.
      i. He will take notes and report to full CAB
      ii. Participate in meetings when needed
      iii. Harry welcomes all CAB members to attend meetings
b. Jill reminds CAB members to utilize the Public Comment period for agenda items that CAB supports.

8. Committee Updates
   
a. Donte reports on PPC 1/28/19 and 2/4/19 meetings.
      
i. PPC requires CAB to provide all information to PPC that CCP receives from CAB.
      
   ii. PPC approved CAB supported funding request for additional $191,996 to the Public Defender for 2 FTE Social Worker II
      
   iii. Reserve Funds: 1/28/19 PPC requested unmet funding needs, however at 2/4/19 meeting PPC decided not to spend reserves with the exception of the additional $17,000 needed for Salesforce license.
      
      Please see Attachment 5 for CCP Reserve Policy.
      
   iv. Approved extending RFI/RFP contract period to a three (3) year contract with an expectation of two (2) annual renewals (was 1 year contract with option to renew for 2 years)
      
   v. Approved Sheriff’s Budget request of $800,000 to offset loss of revenue for inmate telephone call surcharges.
      
      • Chrystine Robbins with the Sheriff’s Department confirmed that the long distance surcharges have been discontinued.
      

   a) Donte notified CAB that the CCP has the Q2 review of AB109 Funds on its March agenda as requested by the CAB.

   b) Outreach and Community Engagement Committee Meeting
      
      i) Harry reports that at the 1/30 meeting they identified the following CBOs to reach out to:
         
         (1) CC Crisis Center
         
         (2) CC Health and Reentry Solutions Group
         
         (3) OCEC would also like to present to local police departments and all interested county organizations.

      ii) Review applications and nominate applicants to fill CAB Member vacancies
         
         (1) All CAB Members will be asked to complete CAB Member Diversity Comparison sheet
         
         (2) CAB member applicants, Anthony Hailey, Jessica Jollett, and Dolores Williams, shared why they’d like to be on CAB, please see 2/14/19 agenda pg 15-22 for applicant details.
         
         (3) Harry Recommends CAB to accept Anthony Hailey and Dolores Williams as Voting Members, and Jessica Jollett as an Alternate Member. Rolanda Motions and Frank seconds, all in favor, no abstentions.

         (a) Recommendation will go before CCP in March.

         (4) Harry reminds CAB that we still have two CAB Member Alternate seats to fill.
Harry adjourns meeting at 11:25

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 meetings and written materials. Following is a list of acronyms that may be used in the Community Advisory Board on Realignment meetings:

AB Assembly Bill
BOS Board of Supervisors
CAB Community Advisory Board
CBO Community Based Organization
BART Bay Area Rapid Transit
CCIH Contra Costa Interfaith Housing
CCITH Contra Costa Interfaith Transitional Housing
CCP Community Corrections Partnership
CORE Coordinated Outreach Referral, Engagement
FISH Families in Supportive Housing
GRIP Great Richmond Interfaith Program
H3 Health Housing and Homeless
HDAP Housing & Disability Advocacy Program
ORJ Office of Reentry and Justice
PPC Public Protection Committee
QAC Quality Assurance Committee
RCD Resources for Community Development, a local affordable housing developer
RFP Request for Proposals
SSSHP Scattered Site Supportive Housing Program
Attachment 2
OPERATING GUIDELINES

of

CONTRA COSTA COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)
COMMUNITY ADVISORY BOARD (CAB)
(as amended March 14, 2019)

ARTICLE 1
Name of Advisory Committee

The name of this Contra Costa County Community Corrections Partnership (hereinafter referred to as ‘CCP’) advisory committee shall be the Community Advisory Board on Realignment (hereinafter referred to as ‘CAB’).

ARTICLE 2
Duties and Powers

Section 1. CAB shall advise the Contra Costa County Community Corrections Partnership (CCP) by providing input on community needs; assessing implementation of the Contra Costa County Reentry Strategic Plan; reviewing data on realignment outcomes; advising the CCP on community engagement strategies; offering recommendations for ongoing realignment planning; advising County agencies regarding programs for implementation in the County; and encouraging outcomes that are consistent with the County’s Reentry Strategic Plan.

Section 2. Members of the CAB agree to participate in up to two meetings per month, including a regular monthly meeting of the CAB as described in Article 5, Sections 2 and 3. CAB Members must also make a reasonable effort to attend at least half of the CCP meetings held in Martinez during their term of service.

In addition to attending CAB and CCP meetings, Members must participate in, and help complete projects for, at least one of the CAB ad hoc working groups or committees during their term of service. The CAB has three standing committees: (1) Policy and Budget, (2) Programs and Services, and (3) Outreach and Community Engagement (see committee charters in Attachment 1). All CAB working groups and committees must include at least one CAB Member to act as Chair.

Section 3. It is understood that the Board of Supervisors is the final decision making authority with respect to issues concerning realignment and that CAB shall serve solely in an advisory capacity. CAB may not, as a body, take positions on candidates for any public office.
ARTICLE 3
Membership

Section 1. CAB shall consist of twelve (12) voting members and three (3) non-voting alternate members (collectively, the “Members”), who shall be residents of or work in Contra Costa County, and who shall be appointed by the CCP upon nomination of the CAB. CAB membership should represent the geographic, gender, cultural, and ethnic diversity of the community. The CAB’s three (3) alternate members, whenever practicable, shall include representatives of West, Central, and East County. In addition, and to the extent possible, CAB membership shall proportionally represent the target communities of Contra Costa most impacted by incarceration and reentry.

CAB Members will include representatives of community groups, service providers working with people with criminal backgrounds, members of the criminal justice system that includes advocates for alternative methods such as community courts and restorative justice, subject-matter experts, formerly incarcerated individuals and the families of incarcerated or formerly incarcerated people, crime victims and the families of crime victims, and other interested individuals. The member recruitment and selection process must encourage participation by formerly incarcerated individuals, as well as individuals impacted by crime.

CAB Members should represent a variety of areas of expertise relevant to reentry including physical and mental health, education, employment, housing, family reunification and legal services among others.

Section 2. Members shall serve one (1) year terms that begin January 1 and conclude December 31. A Member may renew their eligibility for CAB membership at the conclusion of each term. No CAB Member may serve for more than three (3) years without first giving up their CAB membership for at least two (2) years. In no event can a CAB Member serve for more than three (3) years in any five (5) consecutive terms.

Although years of service need not be consecutive, any year, or portion thereof, shall constitute a full year for purposes of calculating a Member’s years of service, except those years where a Member is appointed to service on the CAB on or after July 1. Each year the CAB will nominate a slate of CAB Members and present this slate of nominees to the CCP for appointment no later than the first CCP meeting of the calendar year in which the nominated CAB slate is expected to serve.

Within the final ninety (90) days of a CAB Member’s term of service, an eligible Member may renew their eligibility for CAB membership by verbal notice, during any regular or specially noticed CAB meeting, of the Member’s intent to continue service on the CAB if appointed to an additional term by the CCP, and that the Member still lives or works in Contra Costa County; or may renew their eligibility by written notice of the same delivered to the CAB Chair, CAB Vice Chair, or Office of Reentry and Justice (hereinafter referred to as ‘ORJ’) within the same ninety (90) day time period.
Section 3. To fill a midterm CAB voting member vacancy with a CAB alternate member, if any CAB alternate member is nominated to fill the vacancy by a CAB voting member, or a CAB alternate member vacancy with any newly nominated individual, a 2/3 vote of a quorum of CAB Members during any regular or specially noticed CAB meeting is required before presenting the newly nominated individual to the CCP for appointment. A vote for the nomination of a person to fill a midterm CAB Member vacancy can be taken on the motion of any CAB voting member. Following CAB approval, the newly nominated individual shall be presented to the CCP for appointment at the next regularly scheduled CCP meeting.

In filling any vacancy, CAB shall be guided by the criteria set forth in Article 3, Section 1 to ensure the balance of countywide representation and areas of expertise are maintained wherever possible. In filling any vacancy, preference shall also be given to any alternate members who have a consistent record of meeting attendance and participation. Whenever practicable, for any vacancy occurring within the first thirty (30) days of CCP appointing the annual CAB slate, individuals nominated for the vacancy should come from the most recent pool of CAB membership applicants.

Section 4. CAB Members are required to attend all regularly scheduled meetings. Members may miss up to three (3) regular meetings for any reason. Members who are absent from four (4) regular meetings will automatically be removed from CAB.

Any individual removed from the CAB under this section, or through the provisions of Article 3, Section 5, is eligible to pursue future membership on the CAB in the usual manner. Only individuals removed from the CAB through the provisions of Article 3, Section 6 will be deemed ineligible for future CAB membership.

Section 5. A Member may resign from any CAB appointment, including CAB membership, by written notice delivered to the CAB Chair, CAB Vice-Chair or ORJ.

Section 6. The CAB may remove any Member from any appointment, including CAB membership, for actions detrimental to the CAB or the Contra Costa County Reentry Strategic Plan by an approval of a removal action by 2/3 vote of a quorum of CAB Members during any regular or specially noticed CAB meeting. Before any vote on a removal action can be taken, there must be a motion that clearly states a Member’s alleged detrimental actions, and how these actions qualify the Member for removal under the provisions of this Section.

ARTICLE 4
Officers

Section 1. The officers of CAB shall be the Chair, Vice-Chair, and Secretary. Each Member’s status as an officer ends with their annual term of membership unless the Member renews their status as an officer along with their CAB membership in accordance with the provisions of Article 3, Section 2. Any action to remove a Member’s officer status must occur in accordance with the provisions of Article 3, Section 6.
Section 2. The CAB Chair shall be responsible for conducting CAB meetings, developing and distributing agendas in collaboration with the ORJ, and for the convening of any necessary working groups or ad hoc committees.

Additionally, the CAB Chair shall have the power of appointment as required to accomplish CAB business. This power shall include the sole discretion to appoint and remove a Member to any role or duty specifically assigned to the CAB Chair, or their designee. Any other appointment by the Chair will be ineffective after ninety (90) days without subsequent action by the CAB, during any regular or specially noticed CAB meeting, approving the appointment.

The CAB Chair is also responsible for ensuring the duties of the Secretary are carried out in the Secretary’s absence, and for providing necessary status reports concerning CAB business to the CCP, Contra Costa Board of Supervisors, the subcommittees of either body, and to the general public.

Section 3. The CAB Vice-Chair shall act for the Chair in his or her absence. The Vice-Chair shall also serve as the Committee Chair of the Policy and Budget Committee and shall be responsible for the development, timely presentation, and reporting of CAB’s approved annual Budget and Advisory Policy Recommendations to the CCP for consideration.

Section 4. The CAB Secretary shall record, produce and provide for the availability and distribution of minutes for each regular and specially noticed CAB meeting. The Secretary shall also be responsible for maintaining CAB attendance records, and email lists controlled by CAB, and the CAB online calendar.

Section 5. The first order of CAB business for any meeting where there is an officer vacancy shall be an attempt to fill the vacancy by first selecting a Chair, then a Vice-Chair, and finally a Secretary. It shall be the duty of the CAB Chair to facilitate this process, with assistance from the ORJ as necessary.

Section 6. Voting for any officer position must occur during a regular or specially noticed CAB meeting. A voting member is properly nominated for voting to an officer position when, before the first vote of a meeting for the position, any other Member provides either a verbal nomination or a second of the voting member’s verbal self-nomination.

When voting for an officer, all Members present shall have exactly one vote. Only votes for a properly nominated Member will be counted, and all other votes will be treated as an abstention. To be appointed to a CAB officer position, a properly nominated Member must obtain the most votes in a single round of voting. If no Member receives the votes required for appointment, a second vote shall be taken where only Members who have received the largest number of votes in the previous round of voting will continue to be recognized as properly nominated.
After at least two unsuccessful votes for an officer, the CAB Chair may call for the subsequent vote to be by lot consisting of exactly 5 Members who are not properly nominated for the officer position. At any time proper to call for voting by lot for an officer position, or at any time no Member is properly nominated for an officer position, the CAB Chair may call for an immediate vote on their own motion to suspend further voting on the officer position for the remainder of the current meeting. This motion to suspend shall not require a second, but otherwise shall proceed as any other general CAB action.

ARTICLE 5
Meetings and Notice

Section 1. Open public meetings shall be conducted in accordance with the provisions of the “Brown Act” (Government Code Secs. 54950 ff.) and the County’s Better Government Ordinance (‘BGO’) including the pre-meeting posting of the agenda.

Section 2. The regular meetings of CAB shall be held on the second Thursday of every month from January through December.

Section 3. The regular meetings shall be held at the Probation Department, located at 50 Douglas Drive, Second Floor, Martinez, CA, from 10:00 a.m. to 12 p.m., or as otherwise designated by the CAB.

Section 4. A quorum of voting CAB voting members is required for a meeting of the full CAB to proceed. A quorum of CAB Members shall be a majority of the number of the seated voting CAB members. CAB may only take action by a simple vote of the quorum unless a more demanding majority is explicitly called for in these guidelines. Alternate members hold nonvoting seats on the CAB. Thus, they shall not participate in voting in any regular or special CAB meetings unless except where stated in these Operating Guidelines, or when explicitly designated by the CAB Chair or Vice Chair to represent the vote of an absent voting member during a CAB meeting. This voting designation shall apply only for the duration of the specific CAB meeting in which such a designation occurs. Alternate members may, at the discretion of the CAB Chair, be designated to represent the vote of any absent voting seated member. However, first priority shall be given to the seated alternate member who represents from the same county region (East, Central and West) of the County as that of the absent seated voting member represents. If no seated alternate from the same county region of the absent seated voting member is present at the CAB meeting in question, the designation of a voting alternate will be at the discretion of the Chair or Vice Chair.

Section 5. Agendas for each meeting shall be emailed to the Community Corrections Partnership email list at least seventy-two (72) hours before each regular meeting.

Section 6. CAB shall hold special meetings as necessary to ensure timely and
effective input on realignment related planning, or for other urgent matters. Special meetings may be called by the CAB Chair or by a majority of CAB Members. Agendas shall be posted and emailed to the Community Corrections Partnership email list at least twenty-four (24) hours before each special meeting.

Section 7. A regular meeting may be rescheduled by any two Officers of CAB if necessary to ensure attendance by either the CAB Chair or CAB Vice-Chair.

ARTICLE 6  
CAB Committees

Section 1. CAB Standing Committees will meet no less than quarterly. Committee meetings will be open to the public.

Section 2. The CAB Vice-Chair shall serve as the Committee Chair for the Policy and Budget Committee. Other Committee leadership will be named by the CAB Chair and confirmed by a vote of the full CAB according to these Operating Guidelines.

Section 3. Committee decisions shall be made by vote and governed by voting and quorum rules set forth in these Operating Guidelines. Decisions and voting tallies will be recorded in the meeting summary report.

Section 4. CAB Standing Committees shall not engage in activities that are not within the purpose and responsibilities outlined in their respective Charters (Attachment 1) or that conflict with these Operating Guidelines, State or local law, or policies that have been established by the CAB or the County’s Board of Supervisors. The Committees may recommend policies and decisions falling within their scope of authority to the full CAB for approval, however the Committees have no authority to establish policy, make decisions, hold non-public meetings, or create fiscal or other obligations of the CAB.

Section 5. The Committee Charters and any amendments thereto require CAB approval in accordance with these Operating Guidelines.

Section 6. Each Committee will function with a Committee Chair, a Committee Vice-Chair, and at least one more CAB Member. The Committee Chair shall be responsible for conducting Committee meetings, developing and distributing agendas, convening any necessary working groups, and ensuring compliance with the CAB Operating Guidelines, Brown Act, BGO, and other applicable State and County laws and policies.

The Committee Vice-Chair shall act for the Committee Chair in his or her absence, perform secretarial functions, and prepare written summaries of Committee meetings and activities.
ATTACHMENT 1

CAB Committee Charters

Policy and Budget Committee Charter

1. **Name of the Committee**
   The name of this CAB standing committee shall be the Policy and Budget Committee.

2. **Purpose**
   To assist the CAB in making Policy and Budget recommendations to advance effective uses of AB 109 funds and distribution.

3. **Responsibilities**
   a. Work collaboratively with CAB related work groups/committee.
   b. Develop a policy agenda and make a recommendation as it relates to Reentry programs, services and population.
   c. Assist CAB with developing an Annual Budget Request.
   d. Analyze and make recommendations to improve departmental budget development reporting and analysis.
   e. Identify financial needs for training and consultation for the CAB.
   f. Other responsibilities and functions that advance the Committee’s and the CAB’s purpose.
Program and Services Committee Charter

1. **Name of the Committee**
   The name of this CAB standing committee shall be the Programs and Services Committee.

2. **Purpose**
   To Advance Justice Reinvestment & Protect Community Investments.
   This will be achieved through proactive and reactive tasks including development of reports, informing and presenting to CAB, CCP, and Board of Supervisors on any Committee findings and recommendations, engaging service providers and stakeholders, promoting and supporting increased use of community needs assessments, promoting evidence based practices, and participation in other county committees/offices as assigned by the CAB.

3. **Responsibilities**
   a. Recommend program related policy around both existing and new funding opportunities with a focus on evidence practices (local, regional, national), innovation, and recommendations for implementation.
   b. Publish periodic reports on existing programs and services.
   c. Engage providers to educate CAB and/or Committee Members about their work, outcomes, needs, and recommendations.
   d. Promote a structure for and implementation of a comprehensive needs assessment for the County’s reentry population (what’s working/what’s needed) to inform future program recommendations/funding allocations.
   e. Participate in program and service related RFP development process and panels; by assignment from Committee Chair and/or CAB overall.
   f. As directed by the CAB, assign Committee members to serve as formal liaison to County programs, offices, and agencies.
   g. Other responsibilities and functions to advance the Committee’s purposes.
Outreach and Community Engagement Committee Charter

1. **Name Of The Committee**
The name of this CAB standing committee shall be the Outreach and Community Engagement Committee (OCEC).

2. **Purpose**
To assist CAB to fulfill its stated purpose of gathering and providing information and communications on the County’s efforts in criminal justice reinvestment, by building stronger relationships with the community to educate them on what is happening with reentry and criminal justice, receiving community input, and improving public access to information on reentry efforts.

The OCEC’s purpose will be achieved through the development of outreach, community engagement, and communication strategies. The OCEC will aid CAB with developing and recommending communication and outreach plans to reentry stakeholders, returning residents and families.

3. **Responsibilities**
a. Identify outreach methods to engage the communities regarding specific initiatives and platforms relating to public safety realignment. Advise CAB and coordinate efforts among the CAB body and delegate and monitor proposed outreach strategies.
b. Improve public access to information regarding realignment and reentry efforts throughout the county and local areas.
c. Develop strategies/implementation plan regarding membership cultivation and prepare board for succession planning of all board members.
d. Maintain the structure and provide coordinated efforts of the CAB Ambassadors Program. Assist CAB in developing messaging of talking points related to the Ambassadors Program and other topics as directed by CAB and the CAB chair.
e. Assist CAB to organize an annual new member orientation and strategic planning.
f. Work closely with the CAB secretary to monitor and update the CAB/Reentry Calendar.
g. Other activities to advance the OCEC’s purposes.
OPERATING GUIDELINES

of

CONTRA COSTA COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)
COMMUNITY ADVISORY BOARD (CAB)
(as amended March 14, 2019)

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In filling any vacancy, CAB shall be guided by the criteria set forth in Article 3, Section 1 to ensure the balance of countywide representation and areas of expertise are maintained wherever possible. In filling any vacancy, preference shall also be given to any alternate members who have a consistent record of meeting attendance and participation. Whenever practicable, for any vacancy occurring within the first thirty (30) days of CCP appointing the annual CAB slate, individuals nominated for the vacancy should come from the most recent pool of CAB membership applicants.

Section 4. CAB Members are required to attend all regularly scheduled meetings. Members may miss up to three (3) regular meetings for any reason. Members who are absent from four (4) regular meetings will automatically be removed from CAB.

Any individual removed from the CAB under this section, or through the provisions of Article 3, Section 5, is eligible to pursue future membership on the CAB in the usual manner. Only individuals removed from the CAB through the provisions of Article 3, Section 6 will be deemed ineligible for future CAB membership.

Section 5. A Member may resign from any CAB appointment, including CAB membership, by written notice delivered to the CAB Chair, CAB Vice-Chair or ORJ.

Section 6. The CAB may remove any Member from any appointment, including CAB membership, for actions detrimental to the CAB or the Contra Costa County Reentry Strategic Plan by an approval of a removal action by 2/3 vote of a quorum of CAB during any regular or specially noticed CAB meeting. Before any vote on a removal action can be taken, there must be a motion that clearly states a Member’s alleged detrimental actions, and how these actions qualify the Member for removal under the provisions of this Section.

ARTICLE 4
Officers

Section 1. The officers of CAB shall be the Chair, Vice-Chair, and Secretary. Each Member’s status as an officer ends with their annual term of membership unless the Member renews their status as an officer along with their CAB membership in accordance with the provisions of Article 3, Section 2. Any action to remove a Member’s officer status must occur in accordance with the provisions of Article 3, Section 6.
Section 2. The CAB Chair shall be responsible for conducting CAB meetings, developing and distributing agendas in collaboration with the ORJ, and for the convening of any necessary working groups or ad hoc committees.

Additionally, the CAB Chair shall have the power of appointment as required to accomplish CAB business. This power shall include the sole discretion to appoint and remove a Member to any role or duty specifically assigned to the CAB Chair, or their designee. Any other appointment by the Chair will be ineffective after ninety (90) days without subsequent action by the CAB, during any regular or specially noticed CAB meeting, approving the appointment.

The CAB Chair is also responsible for ensuring the duties of the Secretary are carried out in the Secretary’s absence, and for providing necessary status reports concerning CAB business to the CCP, Contra Costa Board of Supervisors, the subcommittees of either body, and to the general public.

Section 3. The CAB Vice-Chair shall act for the Chair in his or her absence. The Vice-Chair shall also serve as the Committee Chair of the Policy and Budget Committee and shall be responsible for the development, timely presentation, and reporting of CAB’s approved annual Budget and Advisory Policy Recommendations to the CCP for consideration.

Section 4. The CAB Secretary shall record, produce and provide for the availability and distribution of minutes for each regular and specially noticed CAB meeting. The Secretary shall also be responsible for maintaining CAB attendance records, email lists controlled by CAB, and the CAB online calendar.

Section 5. The first order of CAB business for any meeting where there is an officer vacancy shall be an attempt to fill the vacancy by first selecting a Chair, then a Vice-Chair, and finally a Secretary. It shall be the duty of the CAB Chair to facilitate this process, with assistance from the ORJ as necessary.

Section 6. Voting for any officer position must occur during a regular or specially noticed CAB meeting. A voting member is properly nominated for voting to an officer position when, before the first vote of a meeting for the position, any other Member provides either a verbal nomination or a second of the voting member’s verbal self-nomination.

When voting for an officer, all Members present shall have exactly one vote. Only votes for a properly nominated Member will be counted, and all other votes will be treated as an abstention. To be appointed to a CAB officer position, a properly nominated Member must obtain the most votes in a single round of voting. If no Member receives the votes required for appointment, a second vote shall be taken where only Members who have received the largest number of votes in the previous round of voting will continue to be recognized as properly nominated.
After at least two unsuccessful votes for an officer, the CAB Chair may call for the subsequent vote to be by lot consisting of exactly 5 Members who are not properly nominated for the officer position. At any time proper to call for voting by lot for an officer position, or at any time no Member is properly nominated for an officer position, the CAB Chair may call for an immediate vote on their own motion to suspend further voting on the officer position for the remainder of the current meeting. This motion to suspend shall not require a second, but otherwise shall proceed as any other general CAB action.

ARTICLE 5
Meetings and Notice

Section 1. Open public meetings shall be conducted in accordance with the provisions of the “Brown Act” (Government Code Secs. 54950 ff.) and the County's Better Government Ordinance (‘BGO’) including the pre-meeting posting of the agenda.

Section 2. The regular meetings of CAB shall be held on the second Thursday of every month from January through December.

Section 3. The regular meetings shall be held at the Probation Department, located at 50 Douglas Drive, Second Floor, Martinez, CA, from 10:00 a.m. to 12 p.m., or as otherwise designated by the CAB.

Section 4. A quorum of CAB voting members is required for a meeting of the full CAB to proceed. A quorum of CAB Members shall be a majority of the number of the seated voting CAB members. CAB may only take action by a simple vote of the quorum unless a more demanding majority is explicitly called for in these guidelines. Alternate members shall not participate in voting at any regular or special CAB meeting except where stated in these Operating Guidelines, or when explicitly designated by the CAB Chair to represent the vote of an absent voting member. This voting designation shall apply only for the duration of the specific CAB meeting in which such a designation occurs. Alternate members may, at the discretion of the CAB Chair, be designated to represent the vote of any absent voting member, however, first priority shall be given to an alternate member who represents the same region of the County that the absent voting member represents.

Section 5. Agendas for each meeting shall be emailed to the Community Corrections Partnership email list at least seventy-two (72) hours before each regular meeting.

Section 6. CAB shall hold special meetings as necessary to ensure timely and effective input on realignment related planning, or for other urgent matters. Special meetings may be called by the CAB Chair or by a majority of CAB Members. Agendas shall be posted and emailed to the Community Corrections Partnership email list at least twenty-four (24) hours before each special meeting.
Section 7. A regular meeting may be rescheduled by any two Officers of CAB if necessary to ensure attendance by either the CAB Chair or CAB Vice-Chair.

ARTICLE 6
CAB Committees

Section 1. CAB Standing Committees will meet no less than quarterly. Committee meetings will be open to the public.

Section 2. The CAB Vice-Chair shall serve as the Committee Chair for the Policy and Budget Committee. Other Committee leadership will be named by the CAB Chair and confirmed by a vote of the full CAB according to these Operating Guidelines.

Section 3. Committee decisions shall be made by vote and governed by voting and quorum rules set forth in these Operating Guidelines. Decisions and voting tallies will be recorded in the meeting summary report.

Section 4. CAB Standing Committees shall not engage in activities that are not within the purpose and responsibilities outlined in their respective Charters (Attachment 1) or that conflict with these Operating Guidelines, State or local law, or policies that have been established by the CAB or the County’s Board of Supervisors. The Committees may recommend policies and decisions falling within their scope of authority to the full CAB for approval, however the Committees have no authority to establish policy, make decisions, hold non-public meetings, or create fiscal or other obligations of the CAB.

Section 5. The Committee Charters and any amendments thereto require CAB approval in accordance with these Operating Guidelines.

Section 6. Each Committee will function with a Committee Chair, a Committee Vice-Chair, and at least one more CAB Member. The Committee Chair shall be responsible for conducting Committee meetings, developing and distributing agendas, convening any necessary working groups, and ensuring compliance with the CAB Operating Guidelines, Brown Act, BGO, and other applicable State and County laws or policies.

The Committee Vice-Chair shall act for the Committee Chair in his or her absence, perform secretarial functions, and prepare written summaries of Committee meetings and activities.
ATTACHMENT 1

CAB Committee Charters

Policy and Budget Committee Charter

1. **Name of the Committee**
The name of this CAB standing committee shall be the Policy and Budget Committee.

2. **Purpose**
To assist the CAB in making Policy and Budget recommendations to advance effective uses of AB 109 funds and distribution.

3. **Responsibilities**
   a. Work collaboratively with CAB related work groups/committee.
   b. Develop a policy agenda and make a recommendation as it relates to Reentry programs, services and population.
   c. Assist CAB with developing an Annual Budget Request.
   d. Analyze and make recommendations to improve departmental budget development reporting and analysis.
   e. Identify financial needs for training and consultation for the CAB.
   f. Other responsibilities and functions that advance the Committee’s and the CAB’s purpose.
Program and Services Committee Charter

1. Name of the Committee
   The name of this CAB standing committee shall be the Programs and Services Committee.

2. Purpose
   To Advance Justice Reinvestment & Protect Community Investments.

   This will be achieved through proactive and reactive tasks including development of reports, informing and presenting to CAB, CCP, and Board of Supervisors on any Committee findings and recommendations, engaging service providers and stakeholders, promoting and supporting increased use of community needs assessments, promoting evidence based practices, and participation in other county committees/offices as assigned by the CAB.

3. Responsibilities
   a. Recommend program related policy around both existing and new funding opportunities with a focus on evidence practices (local, regional, national), innovation, and recommendations for implementation.
   b. Publish periodic reports on existing programs and services.
   c. Engage providers to educate CAB and/or Committee Members about their work, outcomes, needs, and recommendations.
   d. Promote a structure for and implementation of a comprehensive needs assessment for the County's reentry population (what's working/what's needed) to inform future program recommendations/funding allocations.
   e. Participate in program and service related RFP development process and panels; by assignment from Committee Chair and/or CAB overall.
   f. As directed by the CAB, assign Committee members to serve as formal liaison to County programs, offices, and agencies.
   g. Other responsibilities and functions to advance the Committee’s purposes.
Outreach and Community Engagement Committee Charter

1. **Name Of The Committee**
The name of this CAB standing committee shall be the Outreach and Community Engagement Committee (OCEC).

2. **Purpose**
To assist CAB to fulfill its stated purpose of gathering and providing information and communications on the County’s efforts in criminal justice reinvestment, by building stronger relationships with the community to educate them on what is happening with reentry and criminal justice, receiving community input, and improving public access to information on reentry efforts.

The OCEC’s purpose will be achieved through the development of outreach, community engagement, and communication strategies. The OCEC will aid CAB with developing and recommending communication and outreach plans to reentry stakeholders, returning residents and families.

3. **Responsibilities**
   a. Identify outreach methods to engage the communities regarding specific initiatives and platforms relating to public safety realignment. Advise CAB and coordinate efforts among the CAB body and delegate and monitor proposed outreach strategies.
   b. Improve public access to information regarding realignment and reentry efforts throughout the county and local areas.
   c. Develop strategies/implementation plan regarding membership cultivation and prepare board for succession planning of all board members.
   d. Maintain the structure and provide coordinated efforts of the CAB Ambassadors Program. Assist CAB in developing messaging of talking points related to the Ambassadors Program and other topics as directed by CAB and the CAB chair.
   e. Assist CAB to organize an annual new member orientation and strategic planning.
   f. Work closely with the CAB secretary to monitor and update the CAB/Reentry Calendar.
   g. Other activities to advance the OCEC's purposes.
Attachment 4
RECAP

- Discussion of vice-chair/recorder positions
- Discussion of gathering data to better support CAB Board budget recommendations and ensure community voice is heard
- Explored ways to ensure CAB Board reviews County mid-year budget report

RECOMMENDATION

- Identify current barriers faced by AB109 participants, gain better understanding of AB109 services offered throughout Contra Costa County vs. what participants indicate they need, and provide an opportunity for the CAB Board to begin to address those gaps when developing and proposing budget recommendations

NEXT STEPS

- Chala Bonner to request CBO survey information as it pertains to AB109 spending throughout Contra Costa County
- Identify information gaps as they pertain to East/West/Central county
- Consider conducting an additional survey to fill in gaps in information
- Monica to work with Donte to pursue obtaining County mid-year report
- Monitor current AB109 spending by County departments to ensure it is consistent with AB109 legislation

ACTION REQUESTED OF FULL CAB

- Approval of Chala Bonner as vice-chair

UPCOMING MEETING DATES FOR THIS GROUP

- 4th Friday of each month, next meeting is on Friday, 3/22/19, 9:30a-11:00a, location 651 Pine Street, Room 108, Martinez

ATTACHMENTS

*Please list and describe any attachments to this report in this section

- None
Attachment 5
REPORT FROM A MEETING OF THE CAB – PROGRAM AND SERVICES COMMITTEE

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Program &amp; Services Committee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Rolanda Wilson</td>
<td>3/5/19</td>
</tr>
<tr>
<td>Recorder</td>
<td></td>
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Location 651 Pine St, Room 108, Martinez

Meeting Attended By the Following

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rolanda Wilson</td>
<td>Harry Thurston</td>
</tr>
<tr>
<td>De Vonn Powers</td>
<td>Monica Carlisle</td>
</tr>
<tr>
<td>Dolores Williams</td>
<td></td>
</tr>
</tbody>
</table>

RECAP

- Reviewed 2018-2019 Work Plan from 2018 Programs and Services Committee
- Reviewed 2019 Survey Questions
- Reviewed 2019 Program and Services Committee activities identified at the 2019 CAB Retreat
- Programs and Services Committee to help with the Ambassador program

RECOMMENDATION

- Nominate DeVonn Powers as Programs & Services Co-Chair

NEXT STEPS

- The Committee will review the Initiatives from the 2018-2019 Work Plan and incorporate activities identified from the CAB Retreat.
- Finalize survey questions at March 19th meeting that will be disseminated to county AB109 funded and non-funded agencies that work with reentry population and presented to CAB at April meeting.

ACTION REQUESTED OF FULL CAB

- Committee to identify dates CAB member are available to tour facilities. Committee will send out a Doodle request.

UPCOMMING MEETING DATES FOR THIS GROUP

- March 19th, 2019
- Ongoing meetings – 3rd Tuesday of each month at 11:00am

ATTACHMENTS

- None
REPORT FROM A MEETING OF THE CAB –
[OUTREACH AND COMMUNITY ENGAGEMENT COMMITTEE]

<table>
<thead>
<tr>
<th>Group Name</th>
<th>OEC</th>
<th>Date</th>
<th>02/27/2019</th>
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</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Michael Pitts</td>
<td>Time</td>
<td>10:00-11:30 am</td>
</tr>
<tr>
<td>Recorder</td>
<td>Michael Pitts</td>
<td>Location</td>
<td>5119 Lone Tree Way Antioch, Ca</td>
</tr>
</tbody>
</table>

Meeting Attended By the Following
Frank Hancock  Monica Carlisle  Kevin Corrigan
Michael Pitts

RECAP
*Please provide a short recap of the meeting that can be presented at the next meeting of the full CAB
- Announcements about the CCP meeting being cancelled. PPC March 11th at 10:30
- No Public comment
- Discussed need to identify individuals to make presentations. CAB Ambassadors to make contact with the BOS. Outreach is in charge of this. Develop talking points
- ORJ anti stigma campaign led by Monica. OECC role unclear at this point she will report back to the committee. Considered ways to get the word out. Voice to local papers, local media, press release etc.
- Discussed need for outreach to Police Departments.
- Reviewed Committees and Initial Tasks identified at 2019 annual retreat. Areas discussed were Logistics, Public communications/education, education and advocacy with BOS, information gathering, and recruitment.
- Nominated Frank Hancock for OEC Vice Chair. He accepted.
- Need for vibrant orientation for new CAB members who are appointed and have not attended retreat.

RECOMMENDATION
*Please provide any recommendation for the larger CAB body to consider as it relates to what was discussed at this meeting
- Consider allowing pending CAB members to attend committee meetings as public representative until they are appointed.

NEXT STEPS
*Please provide information about the direction the Subcommittee would like to take
- Promote filling CAB openings

ACTION REQUESTED OF FULL CAB
*Please specifically describe any action being requested of the full CAB at this time

UPCOMING MEETING DATES FOR THIS GROUP
- March 27, 2019 10-11:30 at HealthRight360-Reentry Network 5119 Lone Tree Way Antioch, Ca.

ATTACHMENTS
*Please list and describe any attachments to this report in this section
Attachment 7
REPORT FROM A MEETING OF THE CAB – [DATA AND INFO AD HOC COMMITTEE]

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Data and Info Ad Hoc Committee</th>
<th>Date</th>
<th>02/21/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Gretchen Logue</td>
<td>Time</td>
<td>9:30 am -11:00 am</td>
</tr>
<tr>
<td>Recorder</td>
<td>Michael Pitts</td>
<td>Location</td>
<td>651 Pine St., Room 108 Martinez</td>
</tr>
</tbody>
</table>

Meeting Attended By the Following

<table>
<thead>
<tr>
<th>Donte Blue</th>
<th>Monica Carlisle</th>
<th>Denise Zabkiewicz</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jill Ray</td>
<td>Kevin Corrigan</td>
<td></td>
</tr>
</tbody>
</table>

RECAP

- *Presentation by ORJ on the SAFE data system.* Denise Zabkiewicz provided an overview of the system. Explained what data is captured and efforts to refine input to provide better data.

RECOMMENDATION

- *None at this time.*

NEXT STEPS

- View SAFE quarterly reports. Committee members to become familiar with users and referral process.

ACTION REQUESTED OF FULL CAB

- None at this time

UPCOMING MEETING DATES FOR THIS GROUP

- There has not been an upcoming meeting scheduled. There are questions about format of the group and the possible need for a third CAB member.

ATTACHMENTS
SAFE: The Basics

Presented by:

Donte Blue
&
Denise Zabkiewicz

Community Advisory Board
Data and Information Ad Hoc Committee
Thursday, February 21, 2019

SAFE: The Basics

• Topics:
  • What is SAFE?
  • How is SAFE used?
    • What data is collected in SAFE?
  • Measures
  • How to retrieve data from SAFE
  • Future directions
  • Questions?
What is SAFE?

- Originally developed to capture information surrounding the AB109 population for the Reentry Success Center
  - Primary purpose:
    - Facilitate communication between service partners
  - Adopted by the County for general use by all partner agencies
  - Continues to be a work in progress
    - Changes to the database have occurred over time
      - Aligned with programmatic developments
        - e.g., CoCoLead+, Pre-Release Planning, etc.

What is SAFE?

- Primary goals
  - Improve inter-agency communication
  - Intended as a data source for evaluation of a broad range of outcomes
How is SAFE used?

• Participant data is entered initially into SAFE upon “intake”
  • Agreement to program participation and release of information

• Intakes occur via
  • Pre-release planning
  • Probation referral
  • Post-release at RSC or Network

How is SAFE used?

• Intake data includes:
  • Basic demographic and contact details
  • History records, including:
    • employment, incarceration, housing and health
  • Broad needs assessment and referrals for services
    • Housing
    • Employment
    • Family reunification
    • Health
    • Legal
    • Mentoring and Support, etc.
How is SAFE used?

- **Referrals**
  - Service providers contacted via email upon referral to their agency
  - Expected that the agency receiving the referral will make contact with participant within 24-48 hours
- **Each referral will have at least 1 goal**
  - Each goal:
    - Successfully completed or unsuccessfully completed
  - Goals are categorized by domain
    - Domains: In-custody services, legal, employment, housing, mentoring, etc.

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How is SAFE used?

- **Referral example:**
  - An intake was conducted by CCCOE for Jake Jones via the pre-release planning program.
  - Referrals for services include:
    - Bay Area Legal Aid
      - legal services to obtain a drivers license (goal)
    - Rubicon Programs
      - Job placement assistance (goal)
  - Once BALA and Rubicon make contact with Jake, his record in SAFE will be updated accordingly and with additional goals, as needed
    - Goals are marked as successfully/unsuccessfully completed, accordingly
    - If Jake decides he does not want job placement assistance, his record will indicate that he denied services.
How is SAFE used?

- **Referral example:**
  - In this example, SAFE has a record of:
    - Intake data (basic demographics)
    - Referrals to BALA and Rubicon
    - Goals that were established based on the referrals
    - Whether the goals were successfully or unsuccessfully completed
    - History records of previous employment, housing, incarceration and major health problems
  - As the participant continues program participation and engagement in services, SAFE data is updated accordingly
    - This can include additional referrals for services and updates to history records

How is SAFE used?

- SAFE is *currently limited* as a data source
  - Poor quality of data
    - Training of all users has recently taken place
      - On-going monitoring is in place to improve quality of data
  - Quality data input over a period of time is required before SAFE can be considered a valid source for reporting and evaluation
SAFE: Measures

• Measures are limited to the data we have on hand

• Typically, two types of measures:
  • Descriptive and outcome

• Descriptive measures typically used to characterize the population being served

• Outcome or evaluation measures typically speak to how we view and define success and failure

SAFE: Measures

• ORJ is moving toward addressing questions of success/failure
  • SAFE Working Group Committee:
    • Patrice Guillory, Pat Mims, Donte Blue, Bob Kliger (SAFE consultant) and Denise Zabkiewicz

• CAB is invited to join us!

• Development may be required
SAFE: Measures

- For the purposes of outcome evaluation, there are 3 levels of measurement
  - Individual
    - Person level
  - Programmatic
    - CBP or agency level
  - System-wide
    - County level

SAFE: Measures

- At the Individual level:
  - Timely engagement of referral services?
  - Were goals successfully completed?
  - Did the individual return to custody?
  - Are individuals able to obtain and maintain “good” employment and “safe, stable” housing?, etc.
  - Etc.
- At the Programmatic level:
  - How many participants is the CBP supporting?
  - Is the CBP responding to referrals in a timely fashion?
  - Is the CBP achieving expected outcomes?
  - In a comparison of programs, does one program have better outcomes than another?
  - Etc.
- At the system-wide level:
  - Is the program improving outcomes and quality of life for the reentry population?
  - Is there an unmet need for services that are not provided?
  - Has the program improved rates of recidivism over time?
  - Etc.
SAFE: Measures

• A word of caution:
  • Not only is SAFE data limited BUT the use of SAFE data for evaluation purposes is fraught with complexities
  • Interpretation of all evaluation outcomes must be considered within the broad context of how services are provided as well as changes within the county and community based programs
    • We will never be able to clearly say that one program is better than another
  • Further, it is possible that we will see no beneficial outcomes at this point in time.
    • That does not mean that the program is not a “good” or successful program
    • It is likely to take years before some beneficial outcomes are seen

Retrieving data from SAFE

• We are in the early stages of drawing on SAFE as a source of data for any purpose
  • The data is not “clean” enough
  • Requires a good deal of clean-up prior to use

• Currently limited to use by:
  • ORJ
    • Reports that monitor data integrity and consistency
      • Is SAFE being used as expected by all partners?
        • If not, additional training or management tracking may be required
      • Ad hoc problem solving
Retrieving data from SAFE

- CBOs: Management Tracking Dashboards

![Diagram showing two bar charts: Contacts without ROIs and Referrals Without Goals.]

Retrieving data from SAFE

- Access is currently limited to SAFE users and system administrators
- Any reports coming out of SAFE will need to be prepared and validated by ORJ or Bob Kliger (SAFE consultant)
- If there are reports you’d like to see, please contact me at:
  Denise Zabkiewicz: Denise.Zabkiewicz@cao.cccounty.us
SAFE: Future Directions

- On-going monitoring
- CoCoLead+ Enhancements
- Alignment of SAFE data and reports
- Hold discussions surrounding what “success” means
- Integrate SAFE data with Probation and CalDOJ data

Questions for CAB

- What kind of outcomes are you interested in?
- Are there any specific questions that you have that you would like to have answered via SAFE?
- How often would you like to see reports from SAFE?
- What are your priorities as they relate to SAFE?
- Is there any data that SAFE does not currently store that you would like to see added?