

**Community Corrections Partnership (CCP)
Executive Committee Meeting
Wednesday, January 18th, 2023, 3:00 p.m.
City Hall – Caldwell Park Room 2nd Floor
777 Cypress Avenue, Redding CA**

MEMBERS	Title/Agency	Present	Absent
Tracie Neal	Chief of Probation - Chairperson	X	
Bill Schueller	City of Redding Police Chief		X
Michael Johnson	Shasta County Sheriff	X	
Stephanie Bridgett	Shasta County District Attorney	X	
William Bateman	Shasta County Public Defender	X	
Melissa Fowler-Bradley	Shasta County Superior Court	X	
Laura Burch	Agency Director of Shasta County Health & Human Services Agency (HSA)	X	

Attendees:

Chelsey Chappelle, Carol Ulloa, Michael Flynn, Melanie Jarrett, Katy Payne-Scates, Daren Fisher – **Shasta County Probation**
 Nolda Short – **Shasta County Auditor Controller’s Office**
 Erin Bertain – **Shasta County Administrative Office**
 Sarah Murphy – **Shasta County District Attorney’s Office**
 Shawn Watts – **Shasta County Superior Court**
 Mike Lindsey, Brian Jackson – **Shasta County Sheriff’s Office**
 Ron Icely – **Redding Police Department**
 Justin Benson – **CDCR**
 Danielle Gehrung, Karen Graff – **Shasta Day Reporting Center**
 Sandra Hamilton Slane – **Shasta College STEP-UP Program**
 Troy Payne – **Shasta County Veterans Services**
 Nikki Balboa – **Department of Veterans Affairs**
 Sue Morehouse – **Shasta Interfaith**
 Janet Sell, Martin Sell – **About Time Recovery**

Meeting Overview

The meeting was called to order at 3:00 p.m. A quorum was present. Introductions were made.

Public Comment

There was no public comment.

Approval of Meeting Minutes

William Bateman moved to approve the August 17th, 2022, and November 16th, 2022, meeting minutes. Stephanie Bridgett seconded the motion. Melissa Fowler-Bradley made a note of a grammatical error on page

2 of the November 16th, 2022, minutes, Chelsey Chapelle noted a date correction on the August 17th, 2022, minutes and Carol Ulloa noted Danielle Gehrung's last name was spelled incorrectly. Motion passed on both sets of minutes with the amendment to make the grammar adjustments: 5 Ayes, 0 Noes, 1 Abstentions (Melissa Fowler-Bradley on August 17th, 2022).

Financial Report

Financial Report on the State allocation to Shasta County

Meeting participants were provided with a revenue report. Erin Bertain reported revenue are coming in strong and consistent with the governor's budget. When we look at the targeted month to date as compared to the governor's budget, which is higher than what is budgeted in the county budget, it is 126% of what we budgeted within the county budget. It is not unusual in years where there is growth for the county budget to be higher than the governor's budget. They will only give Shasta County up to what the governor's budget allows. Everything else will go to growth. As of right now, the budget is good. This could change in the next 6 months.

Discussion Items

A. Committee members will receive an update on the CCP Planning and Training.

Tracie Neal provided a handout and spoke about the annual state survey for CCP and submitted to the BSCC in December 2022. Upon completion and submission, the state awards Shasta County \$100,000 for the CCP planning and training grant. These funds are used for planning and trainings and historically have been used for one-time purchases, not ongoing costs. HHS is consistent in billing their staff time for meeting attendance, but other than the vehicle purchased for the Public Defender's Office, there hasn't been much use of these funds.

There was a question about whether it was a possibility to use the Planning and Training Grant dollars to fund tattoo removal. Tracie indicated yes.

B. Committee members will have a preliminary budget discussion for Fiscal Year 2023/24.

Tracie Neal provided a 17-page handout and spoke about the individual 2023/2024 budget requests. Tracie thanked Nolda Short for catching the fund balance error for Victim Witness in the "Funds Balance FY 21/22" column of the AB109 2023/2024 Budget Requests handout. It was listed as \$24,316 and the amount should have been \$22,734. Tracie went through the 2023/2024 Budget Requests and FY 22/23 estimated expenditures. The CCP total for 2023/2024 is \$11,529,990, which is about a one million dollar increase from last year. The governor released his proposed budget last week. We are waiting for the Department of Finance to release the AB 109 allocation for counties, so the "FY 23/24 Estimated Revenue" column is the amount of funds we are anticipating and what's been historically received. Tracie said the last column, which is the Estimated Fund Balance Available End of FY 23/24," is good at about \$7.5 million. Historically, we have done the budget requests in projections and Erin Bertain noted that the formula in the first column, "FY 22/23" is a little off, which is fine because the number is a little lower than what we have, which moves our projects out to be able to use that funds balance and continue to operate at the level we have been until 2026/2027, 2027/2028, before bringing or budget requests down to our current allocation. Individual department funds balances requests: Sheriff's Department: Compliance Team \$339,768, jail/out of county contract beds \$1,420,657, alternative custody \$492,350 (including capital asset vehicle);

HHS: General Assistance \$86,000, Social Services \$13,000; District Attorney's Office: Victim Assistance \$220,000, Misdemeanor Drug Diversion Program \$423,935; Public Defender: Social Workers \$420,339; Probation: Community Supervision, custody and custody alternatives, assessments program and services \$4,164,874, operating expense \$1,516,053 (including vehicles), treatment and services \$2,100,079 (the full cost of the Day Reporting Center contract is included, and this amount will decrease as the DRC brings in revenue with Medi-Cal covering more treatment).

At the 08/17/2022 meeting, Sheriff Johnson indicated that while a floor of the jail was closed, he was going to pull out the costs of operating that floor. Therefore, the estimated expenditures for the jail are a lot lower. The number of out of county jail beds has decreased to \$350,000 due to lack of availability. Mike Lindsey requested an increase in the Sheriff's Department budget to \$400,000 because Calaveras County can provide four more out-of-county beds for the Shasta County Jail population.

Probation has noticed a significant increase in operational costs, which has increased their budget. Probation also included a Step-Up program vehicle at a low cost as the Step-Up Probation Assistant is having to use his personal vehicle to commute to Shasta College and claim mileage regularly. Probation and the Sheriff's Department are also requesting new vehicles as Probation has two vehicles needing to be retired (11-year mark) and the Sheriff's Department has one alternative custody vehicle needing to be retired. All three vehicles were purchased when realignment started.

There was some discussion with Erin Bertain, Tracie Neal, Stephanie Bridgett, Nolda Short, and William Bateman on separating their fund balance and having them use their CCP fund balance. It was agreed that the Public Defender and District Attorney would work to separate their CCP fund balance from their own CCP separate allocation and submit fund balance worksheets in September. Once the fund balance worksheets are submitted, the fund balances will be separated on the CCP fiscal handout.

Tracie asked if all CCP members in attendance supported pulling the vehicles and tattoo removal from CCP planning and training funds. All members agreed it seemed appropriate. All members supported moving the proposed budget forward. The 2023/2024 budget will be finalized, and percentages will be brought back in February.

Action Items

- A. *Committee members will review membership applications and consider appointing a new member to the Community Correction Partnerships (CCP) to fill the vacancy from a community-based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense.*

Tracie Neal spoke about the CCP member vacancy left by Eva Jimenez. Sheriff Johnson had to step out during this time for other business. Tracie listed the three applicants, Michael Burke of Pathways to Hope for Children, Danielle Gehrung of the Day Reporting Center, and Robert Bowman of the Step-Up program. Jackie Durant withdrew her application prior to the November meeting. The Notice of Vacancy and applications were provided, but not posted online due to containing personal information about the applicants. Tracie said the attendees at the November 16th, 2022, meeting heard the presentations from the three candidates. A closed session was requested at that time by Melissa Fowler-Bradley to review and discuss applications. This could not be held over for a closed session because the Brown Act does not permit closed sessions to review candidate applications. Danielle Gehrung was present and provided a brief statement. Tracie Neal

spoke briefly on the other two candidates as they were unable to attend.

Tracie opened the floor for member comment: Stephanie Bridgett: Robert Bowman made since because he is from Step-Up and the members are replacing Eva Jimenez who was from Step-Up. Laura Burch: Danielle Gehrung as she has learned a lot from the information Danielle has presented. She feels Danielle has provided high quality information that the members could understand, and Danielle is very passionate about rehabilitation. William Bateman: Agrees with both comments. He feels Danielle has attended so many meetings and has the experience.

Laura Burch made a motion to appoint Danielle Gehrung. Motion was seconded by William Bateman. General vote passed: 5 Ayes, 0 Noes, and 0 Abstentions.

B. Committee members will review, discuss, and consider approving the CCP Annual Report for Fiscal Year 2021/22.

Tracie Neal went over the highlights of the CCP Annual Report. Tracie also went over the challenges on the second to last page as these have been impactful to everyone. Tracie asked for comments and thoughts. Sarah Murphy and Shawn Watts each pointed out a grammatical error in the annual report. William Bateman asked what this report is used for. Tracie explained this report is used to look CCP funded programs and look at the data and trends from year to year to assess what is working and what is not. The report is posted on the CCP website so anyone can view the information. Although not required, the report is also turned in with the BSCC Survey to the state.

William Bateman made a motion to approve the annual report with the caveat that Probation corrects the grammatical errors. Motion was seconded by Melissa Fowler-Bradley. Motion passed: 5 Ayes, 0 Noes, and 0 Abstentions.

Tracie also made a quick note that Melanie Jarrett is the CCP Staff Services Analyst, and she is available to any of the CCP members for support, data, organization, etc. Melissa Fowler-Bradley had to step out at this time to attend to other business.

Operational Updates

Danielle Gehrung of the Shasta Day Reporting Center announced the Shasta Day Reporting Center graduation on January 19th, 2023, at 6:00 p.m. at the Holiday Inn. The DRC is excited to recognize 13 graduates who have completing the program. A copy of the announcement was also provided.

Sandra Hamilton Slane of Step-Up said school started at Shasta College. There are 77 total students, 33 of those students are new. There are 33 CCP funded students, including 17 new students. 30 students made the dean's list last fall.

Nikki Balboa of Veterans Affairs announced they have added a new team member and is information has been added. She also provided a flyer with Veterans Justice Outreach information and a phone number she can be contacted on for in custody veterans who call collect. She also spoke about the newly expanded homeless assistance for veterans to aid those with other than honorable discharges. These veterans are now eligible for housing assistance. She encouraged attendees to look at the populations they serve to see if anyone on their caseloads could benefit from this new expansion. Probation will connect with Nikki for the Young Men as Father's and Veterans caseload.

Other Items for Discussion/Future Agenda Items

Tracie Neal noted items to be discussed at future meetings, including but not limited to: The review and approval of the Fiscal Year 2023/24 Budget; Chelsey Chappelle is going to do a Correctional Program Checklist Presentation; there will be a PATH Presentation; a discussion on Local Innovation Subaccount and growth dollars; a DA Misdemeanor Diversion Program Presentation and a DA Victim Witness Program Presentation on 05/17/2023.

Meeting Schedules

Executive February 15, 2023, City Hall – Caldwell Park Room 2nd Floor 3:00 p.m. to 5:00 p.m. Full

Committee March 15, 2023, City Hall – Caldwell Park Room 2nd Floor 3:00 p.m. to 5:00 p.m.

Executive May 17, 2023, City Hall – Caldwell Park Room 2nd Floor 3:00 p.m. to 5:00 p.m.

Adjourn

Laura Burch made a motion to adjourn the meeting. Motion was seconded by Stephanie Bridgett. Motion to Adjourn was passed with 5 Ayes, 0 Noes, and 0 Abstentions. Meeting was adjourned at 4:11 p.m.