

**Community Corrections Partnership (CCP) Executive Committee Meeting**  
**Wednesday, January 17, 2024, 3:00pm**  
**City Hall – Civic Center Community Room**  
**777 Cypress Avenue, Redding CA**

<b>MEMBERS</b>	<b>Title/Agency</b>	<b>Present</b>	<b>Absent</b>
Tracie Neal	Chief of Probation - Chairperson	X	
Brian Barner	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 (HHSA)		X

**Attendees:**

Chelsey Chappelle, Shannon Shaver, Carol Ulloa, James Goodwine, Michael Flynn, Melanie Jarrett – **Shasta County Probation**  
 Jenn Rossi – **Shasta County Administrative Office**  
 Nolda Short – **Shasta County Auditor-Controller’s Office**  
 Brian Jackson, Mike Lindsey – **Shasta County Sheriff’s Office**  
 Terri Honer, Emily mees, Brandon Benton – **Shasta County District Attorney’s Office**  
 Angie Mellis – **Crime Victims Assistance Center Shasta County District Attorney’s Office**  
 Danielle Gerhung – **Geo Reentry Services Shasta Day Reporting Center**  
 Robert Bowman – **Shasta College STEP-UP Program**  
 Carrian Foster, Chelsea Miller – **SMART Workforce Center**  
 Steve Kohn, Robert Horton – **Community Members**

Meeting Overview

The meeting was called to order at 3:03 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 minutes for the October 18, 2023, Executive Committee Meeting. The motion was seconded by Brian Barner. Motion passed: 4 Ayes, 0 Noes, 0 Abstentions.

Financial Report

*Financial Report on the State allocation to Shasta County*

Jenn Rossi provided a handout and shared revenue is coming in on track for 2023/2024.

## Discussion Items

- A. *Committee members will receive a presentation from Carrian Foster, SMART Workforce Center Regional Supervisor – Business Services on Second Chance Justice Involved Work Readiness Programs.*

Carrian Foster provided a handout and shared a PowerPoint about the free services the SMART Workforce Center provide in Shasta, Trinity, Del Norte, and Siskiyou Counties. Carrian told the group a little bit about the SMART Workforce Center and what they offer justice involved individuals. She shared some of the grant funded programs and how important referrals are for these programs and partnerships. Carrian walked the group through the referral process and what is needed to better assist the individual. She shared information on resume creation services, interview coaching, job search assistance and training, employers, shared wage costs with employers to offset the cost and help individuals get their foot in the door regardless of barriers, and the transportation services they can provide.

- B. *Committee members will receive an update on CCP Innovation.*

Tracie Neal provided a handout and shared some history on the CCP Innovation Subaccount, where the funds come from, when they started being received, and what the group has done to identify how to spend these funds. Tracie reviewed the information in the handout and provided the expenditures tracking for the subaccount. Tracie said the Hope City contract will be expiring at the end of this fiscal year and a renewal plan is in place. Tracie asked, do we want to consider funding another youth crime prevention innovation in the community. Tracie asked that anyone with ideas send them to her she can add it to a future agenda. Tracie asked if there were any questions and there were none.

- C. *Committee members will receive an update on the CPP Planning and Implementation.*

Tracie Neal shared information on the BSCC Survey the committee submits in the fall for \$100,000 for planning and implementation of CCP activities. This might be the last fiscal year this money is received as it is recommended as being cut from the Governor's Budget. Tracie provided a handout on the expenditures and pending expenditure for FY 23/24.

- D. *Committee members will have an update on Growth Dollars and discuss revenue.*

Tracie Neal shared an Excel document and a growth allocation handout. She shared information on the historical CCP allocation and growth allocation. Tracie shared the formula breakdown for growth allocation and explained the allocation is outcome based. Tracie also gave some history on growth dollars and explained the allocation summary.

- E. *Committee members will receive a preliminary budget discussion for Fiscal Year 2024/25.*

Tracie Neal provided an AB109 Budget Requests handout and budget justifications for each department. Tracie said the CCP is expected to receive about \$11.7 million in revenue and that has been placed in Probation's column until the distribution percentages are determined. She reviewed the excel document, the budget requests for fiscal year 2024/25 and the FY 23/24 expected expenditures. Tracie shared that she supports the budget requests, and they are in line with revenues and the goal of the CCP Plan. The proposed budget does include the DA modification request for FY 23/24. Tracie referred to the budget justifications and shared there is an increase in the Sheriff's Office

requests due to some staffing changes. Each department went through their budget justifications.

Brian Jackson shared the budget differences in wages, and services and supplies. Brian explained some reduction was made prior due to having a floor closed in the jail and staff retention difficulties. Brian explained their staffing reorganization to open the jail floor and said the Board of Supervisors approved introducing the Deputy Sheriff position back into the jail to give the jail more opportunity for shift coverage, which is a difference in wage compared to regular jail staff, and the AB109 team was re-established starting November 5, 2023, so funding is needed for compliance personnel. Mike Lindsey shared more on budget projection and changes. William Bateman commented on the noticeable increase in cases being heard in Court with the reopening of the third floor of the jail. There was some further discussion on the reopening of the jail floor and compliance.

Laura Burch was not in attendance. Tracie shared the Health & Human Services Agency is requesting CCP fund a clinician for Behavioral Health Court and gave some background on this position.

William Bateman explained his request for additional funds due to an increase in operations primarily due to Social Worker pay step increases, which is a natural occurrence with the progression and longevity of employees.

Stephanie Bridgett shared her office has taken a better look at their caseloads using their new case management system and how they are impacted. Stephanie shared the increased budget request is due to needing more focused attention on these cases, with specific personnel and investigative work.

Tracie Neal shared Probation's budget request to include increases in staffing costs and operation. Probation is requesting to add two positions, one which is the supervisor of the CCC currently funded using SB 678 and a new DPO position to manage the mobile probation van. Tracie also shared she wants to use some CCP Planning Grant dollars to purchase radios and to train staff in the Correction Program Checklist. Tracie provided some history on the Correctional Program Checklist. She shared the increasing challenges in meeting the need for GPS and having to have two contracted providers this fiscal year. A new GPS contract will start FY 24/25 and costs will increase. Tracie said the Day Reporting Center is fully budgeted, but we should see costs decrease as they will be billing Medi-Cal for services.

Members discussed the budget and approved moving forward to finalize the budget and distribution percentages for February.

#### Action Items

- A. *Committee members will review, discuss, and consider approving the CCP Annual Report for Fiscal Year 2022/23.*

Tracie Neal provided a copy of the CCP Annual Report, and provided history and highlights of the report. William Bateman commented on the value of the centralized information and facts listed in the report.

Mike Lindsey asked for a change in wording on page 34 in the Challenges to show the jail incrementally reopened the third floor of the jail on November 5, 2023, and it was fully reopened on November 26, 2023. Tracie asked for a motion to approve the report with

Mike's comments and minor edits.

Stephanie Bridgett made a motion to approve the CCP Annual Report for Fiscal Year 2022/23 with Mike Lindsay's edit on page 34 and minor edits. The motion was seconded by William Bateman. Motion to approve was passed with 4 Ayes, 0 Noes, and 0 Abstentions.

- B. Committee Members will receive an update from the District Attorney's Office and consider a budget change in the DA CCP budget for FY 23/24. They are requesting an increase of \$59,869. and they will use their fund balance and their new FY 23/24 estimated expenditures would be \$213,001.*

Tracie Neal shared the DA's request and expected expenditures. Stephanie Bridgett explained the details of the request and their need for expansion due to needing because of the volume of staff that are employed in that office.

Brian Barner asked if this increase was for furniture. Stephanie Bridgett explained the need for the removal of a wall and the addition of cubicles to accommodate the number of staff occupying the building. Tracie Neal provided Brian Barner with additional information. Mike Lindsey added information on county funds balances and there was some additional budget discussion.

Stephanie Bridgett made a motion to approve the District Attorney's Office budget increase of \$59,869 in the DA CCP budget for FY 23/24. The motion was seconded by Brian Barner. Motion to approve was passed with 4 Ayes, 0 Noes, and 0 Abstentions.

#### Operational Updates

Danielle Gerhung shared information on the DRC graduation being held at the Shasta Office of Education on Thursday, February 15, 2024, at 6:00pm.

Robert Bowman from Shasta College shared Rising Scholars classes started this morning for juveniles, which is similar to STEP-UP for adults.

#### Other Items for Discussion/Future Agenda Items

Tracie Neal noted items to be discussed at future meetings to include: Review and approve the Fiscal Year 24/25 Budget; a presentation from the Public Defender's Office on their Social Workers; and a presentation from the Sheriff's Office on compliance. There were no other topics for discussion added by the committee.

#### Meeting Schedules

Executive Committee February 14, 2024, City Hall – Civic Center Community Room 3:00 pm to 5:00 pm

Full Committee March 20, 2024, City Hall – Civic Center Community Room 3:00 pm to 5:00 pm

Executive Committee June 19, 2024, City Hall – Civic Center Community Room 3:00 pm to 5:00 pm

#### Adjourn

Brian Barner made a motion to adjourn. The motion was seconded by William Bateman. Motion to Adjourn was passed with 4 Ayes, 0 Noes, and 0 Abstentions. Meeting was adjourned at 4:08pm.