

## AGENDA ITEM REQUEST

Community Corrections Partnership Executive Committee (CCPEC)

*Note: This agenda item request is due at least eight (8) weeks prior to CCPEC meeting.*

*Email requests to [ProbationCommunityPrograms@acgov.org](mailto:ProbationCommunityPrograms@acgov.org).*

TO: Community Corrections Partnership Executive Committee (CCPEC)  
c/o Alameda County Probation Department  
Brian K. Ford, Chief Probation Officer  
1111 Jackson Street, P.O. Box 2059  
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FROM: **Name:** Gina Temporal  
**Title:** Contracts Administrative Manager  
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This agenda item is being submitted for consideration by the Community Corrections Partnership Executive Committee (CCPEC) at their meeting on September 15, 2025.

**Title:** Safe Landing Transportation Contract Extension

**Subject/Description:** Funding request to extend Safe Landing Transportation Shuttle Bus with Roots Community Health Center for six months (6/31/26).

**Background Information:** The Alameda County Probation Department contracts with Roots Community Health Center to provide shuttle bus transportation and support services to returning residents released from Santa Rita Jail (SRJ) and transportation for individuals visiting SRJ. The contract is set to expire on December 31, 2025, and we're requesting additional funding to extend the contract for six months.

**Fiscal Impact\*, if any:** \$270,000

**Recommended action to be taken:** Approve a six-month extension with an increase of \$270,000 to continue the Safe Landing Transportation at Santa Rita Jail.

*\*When requesting funding, please answer the questions in either Section 1 or 2 below. If requesting funding for a new program idea, answer the questions in Section 1. If requesting funding for a program with an existing AB 109-funded contract, answer the questions in section 2.*

**Signature:** *Gina Temporal*

**Print Name and Title:** Gina Temporal, Contracts Administrative Manager

## **Section 1: Requesting Funding for a New Idea**

*\*\* A logic model from the Programs and Services Workgroup may be attached in lieu of answering the following questions.*

### **A. Program Description**

1. What part of the AB 109 population do you propose to serve? (For example: unhoused individuals, clients disengaged from Probation services etc.)
2. Which client needs are being addressed? (For example: housing, employment, substance abuse etc.)
3. What are the objectives and benchmarks for success of the proposed program/activity?
4. What are the resources and activities required by an organization to make the program successful? (For example: staffing, development of workshops etc.)
5. How will Probation Officers inform clients about the program/activity?
6. If referrals don't come from Probation, how will clients be informed of the program/activity?

### **B. Background Research**

1. Is the initiative evidence-based or a promising new idea?
2. If this is an evidence-based program, what does the research say about it?
3. If there is existing research, was the research done on a population similar to the population the program anticipates serving?
4. Is Probation funding any similar activities?
5. If Probation is funding similar activities, what is unique about this program/activity, why is it necessary?
6. Lived experience can often provide a layer of knowledge often not captured by traditional research methods. Please provide any anecdotal knowledge based upon lived experiences that contributes to or strengthens your proposed program/activity.

### **C. Fiscal Impact**

1. What is your proposed annual budget for this program/activity?
2. What is the total proposed budget for this program/activity? Please include a complete budget breakdown.

## **Section 2: Request to Renew or Extend an Existing Contract**

### **A. Provider Information**

1. Contractor Name: [Roots Community Health](#)
2. Program Name: [Safe Landing Transportation](#)
3. City and Board of Supervisors District: [City of Dublin - District 1,](#)

### **B. Information About the Program**

1. Please provide a summary of the program. [Roots provided shuttle bus transportation services to adults released from Santa Rita Jail who need transportation services. Shuttle bus transportation services are provided Monday through Saturday \(excluding Roots-observed holidays\) from 8:00 a.m. to 12:00 midnight \(depending on the needs of the Department and agreed upon by Roots\), with the shuttle bus serviced on Sundays. Roots' Transport Specialist serves as the driver for the vehicle to transport clients from Santa Rita Jail parking lot to Dublin BART station and to Oakland once per day \(timing is variable per day given need\).](#)
2. What part of the AB 109 population was served under the contract? (For example: unhoused individuals, clients disengaged from Probation Services, etc.) [Individuals released from SRJ and individuals visiting SRJ. This service is not exclusive to AB 109 population; AB 109 represents a percentage of the total ridership.](#)
3. What client needs were addressed? (For example: housing, employment, substance abuse etc.) [Transportation from SRJ to Dublin Bart and Oakland one time per day. Access to hygiene supplies, Clipper cards, and clothing, as needed.](#)
4. Please provide a list of the objectives for this program/activity. [Roots tracks and logs ridership, days in service, miles driven, and barrier removals rendered.](#)

Activity	Deliverable
Client Safety Accommodations	<ul style="list-style-type: none"> <li>• Submit client safety policy to ACPD Submit crisis protocol to ACPD</li> </ul>
Staff Safety Accommodations	<ul style="list-style-type: none"> <li>• Submit staff safety policy to ACPD Provide secure space for staff</li> </ul>
Data Systems and Personally Identifiable Information (PII) Security Policies	<ul style="list-style-type: none"> <li>• Develop and implement: <ul style="list-style-type: none"> <li>◦ Electronic data policy</li> <li>◦ Document storage policy</li> </ul> </li> <li>• Provide double locks for PII storage</li> </ul>
Americans with Disabilities Act (ADA) Compliance	<ul style="list-style-type: none"> <li>• Ensure and demonstrate that service site is ADA Compliant</li> </ul>
Intake/Assessment/Documentation/Confidentiality Plan	<ul style="list-style-type: none"> <li>• Ensure processes are in place to train staff and ensure</li> <li>• compliance in these areas</li> </ul>
Driver Plan and Policy	<ul style="list-style-type: none"> <li>• Provide written driving protocol, as well as DMV verification of all designated and back-up drivers</li> </ul>
Staff Hiring, Orientation and Training	<ul style="list-style-type: none"> <li>• Hire staff to meet anticipated service needs</li> <li>• Develop a staffing pattern and conduct background checks Employ staff with lived or related experience including recovery success</li> <li>• Complete orientation and training of all levels of staff, leadership, and partners on all topics required for program start-up</li> </ul>
Referral and Community Resource Coordination	<ul style="list-style-type: none"> <li>• Coordinate outreach efforts with Santa Rita Jail staff and community-based organizations</li> </ul>
Data and Reporting Systems Development	<ul style="list-style-type: none"> <li>• Ensure infrastructure is in place for submitting monthly data and reports</li> <li>• Develop an assessment tool and a mechanism to track referrals</li> </ul>

5. Did your organization invest any resources specific to this contract to make the program/activity successful? (For example: staffing, development of workshops etc.)

Yes, Roots has invested resources specific to this contract to make the shuttle program successful by leveraging our organizational infrastructure beyond the contract line items. Our leadership, administrative, and operations teams, including HR, Finance, and program management, have contributed staffing support, budget oversight, and day-to-day coordination to ensure the program runs smoothly and remains fully aligned with the needs of community members and the goals of the program. This organizational investment has strengthened reporting, accountability, and integration of shuttle services with Roots' broader supportive programs, which helps the contract deliver more impact for community members. In addition,

Roots leverages other program contracts and services, including housing support, behavioral health, navigation support, workforce development, to expand the impact of the shuttle program. Housing support includes transitional housing at Roots Turning Point site, where eligible participants (55+ or chronically ill) can be enrolled on the spot if a bed is available, with Roots Navigators coordinating intake and pick-up directly from Santa Rita Jail or Eastmont Transit Center. Behavioral Health services are offered through Roots dedicated Behavioral Health Department, with Roots Navigators linking participants to mental health and substance use care. Through Roots Workforce Development, community members have access to paid training and career pathways through Roots' Social Enterprises (Clean360 Soap Factory, Glow360 Candle Factory, and Hamilton Broadway Sign Shop). Riders are given first access to these services because we recognize the need at the point of release is especially high. Roots also recognizes that some community members face urgent safety risks at release, such as those impacted by human trafficking. Our drivers take the time to check-in with each passenger to understand their needs, and when safety is a concern, we do everything we can to get them to a safe place. This has included leveraging alternative resources, such as arranging Uber rides or pickups at Eastmont Transit Center, so that no one is left vulnerable. These efforts reflect Roots' deep commitment to meeting people where they are, responding with care, and ensuring every community member has a safe and supportive path forward.

6. Did you do any outreach to the target population, outside of referrals by Probation? If so, what were the results of your outreach? Roots does not receive referrals from Probation. Their outreach is conducted via marketing materials and physical presence at SRJ and BART. They've been able to leverage the Safe Landing service site funded through Behavioral Health in order to obtain referral information from community members who exit Santa Rita jail and connect them to Roots Main clinic.

C. **Background Research**

1. Is the program/activity evidence-based or a promising new idea? During reentry, returning citizens face a variety of difficulties related to safety, accessing services, and meeting conditions of release, all of which can be exacerbated by insufficient access to transportation. People reentering the community from jail or prison often face specific challenges related to transportation. Even specialized services, for which individuals may be eligible -such as non-emergency medical transportation - can present difficulties, (e.g. lack of awareness about eligibility, advance scheduling requirements, or only allowing transportation to medical appointments). In 1999, the Supreme Court held that "individuals with disabilities have the right

to participate fully in the life of the community”, including everyday activities, family relations, social contacts, work, education, cultural enrichment, and economic independence (Olmstead v. L.C.: Community Integration for Everyone). A report by the Substance Abuse and Mental Health Services Administration notes ““Transportation is the vital link to all of these activities” (US DHHS, Helping People With Mental Illn Acc Transportation). Post-release transportation for returning citizens challenged by MM and SMI health conditions, is at the very heart of community integration. In response to the transportation challenges experienced by so many individuals exiting the justice system in the communities Roots serves, and in collaboration with the Alameda County Probation Department, the organization implemented the Santa Rita Jail Safe Landing program to address the Whole Health needs of returning citizens in Alameda County.

2. If the program/activity is an evidence-based program, what does the research say about it?  
Evidence Based Practices (EBPs) consist of eight principles to help guide effective interventions within the community corrections space. Research shows that combining the concepts of each principle results in a greater likelihood of reducing criminal recidivism. The benefits of expanding access to information about wrap around programs, services, employment, housing, workforce development, and transportation is intuitive and listed on every best practice list. Of the Eight Evidence-based Principles (EBPs) for effective interventions, Roots’ Santa Rita Safe Landing program aligns with these EBPs, particularly #3c: Target Interventions/Responsivity Principle; and #6: Engaging Ongoing Support in Natural Communities.
3. If there is existing research, was the research done on a population similar to the population served? Alameda County’s Safe Landing Project is comparable in principle and purpose to Santa Clara county’s The Ride Home Program, implemented in partnership between the Stanford Law School Justice Advocacy Project and the Anti-Recidivism Coalition in 2013, as well as Contra County county’s AB109 Reentry Resource Services.
4. How do milestones/contract deliverables compare to the outcomes of similar work in other jurisdictions?  
Our contract deliverables are 1.) Monthly Activity Reports- that include the number of passengers transported per hour per day and the total mileage driven per route, and 2.) Maintenance logs that include service summary and details of any incidents. These deliverables are consistent with the outputs tracked by reentry transportation programs in other jurisdictions. For example, the CDCR’s Ride Home Program measures the number of individuals transported from state prisons to housing or service destinations, while the SF Reentry Council

tracks the distribution and usage of transit supports such as Clipper cards and ride vouchers. In addition to our contract deliverables, Roots also tracks consumables provided to community members, including Clipper cards/transportation vouchers, hygiene kits, clothing, snacks, and other client engagement incentives, which further demonstrates our commitment to meeting immediate needs at the point of release. What distinguishes Roots Shuttle program is that transportation is directly connected to our continuum of care, including primary care, behavioral healthcare, housing support, benefits enrollment, and workforce development. Through the support of our Navigation team, clients are guided across services; therefore, every ride becomes the first step toward long-term health, housing and economic stability. In particular, the shuttle is coordinated with Roots' Safe Landing trailer program at SRJ, ensuring that each ride is not only measured by activity data but also functions as an entry point into comprehensive reintegration support, especially those with emergency housing needs.

5. Is Probation funding any similar activities? Probation funds transportation for clients released from CDCR and most contracted programs offer barrier removal for transportation in the form of gas cards, clipper cards and bus tickets.
6. If Probation is funding similar activities, what is unique about this program/activity, why is it necessary? This service operates in the evenings and on Saturdays, when transportation to/from SRJ may be difficult. This service also benefits the broader population of people releasing from SRJ including families. The shuttle service is conveniently located at the bottom of the releasing ramp and presence allows for immediate transportation to BART for those in need.
7. Lived experience can often provide a layer of knowledge often not captured by traditional research methods. Please provide any anecdotal knowledge based upon lived experiences that contributes to or strengthens your proposed program/activity. Roots Community Health Center was implemented in 2008 to address troubling health issues in East Oakland. The vision of Roots was to become a community health center serving area residents who need it most. The organization began as a residence-based program, targeting members of our community with the greatest need. Namely, Roots sought to impact care for men in our community who lacked health care coverage or access. This is because traditionally, supportive services are more readily available to women in society, leaving men out. Roots focused its efforts primarily on men reentering society from prison, men with substance abuse and mental health issues, and young fathers without a traditional support system. Our medical team provided care to these men on-site at various re-entry programs, substance abuse facilities, and fatherhood programs. Not only were medical services provided at the time and place of need, but patients were signed

up for programs and services to benefit them as well. By providing medical care on-site, appointments were convenient and accessible. Many emergency room visits were avoided, and patients were able to attend their programs, training, classes, and jobs without interruption. Today, Roots is an integrated, African-centered, community organization, which employs empowering, culturally affirming, Whole Health approaches to care, providing services, which are trauma-informed and grounded in harm reduction. In less than two decades, Roots has developed initiatives that successfully increase job readiness, employability, job retention, and reduce reliance on the system of care.

D. **Program Data**

1. How many people was your organization able to serve under the contract? During FY24/25, Roots transported 6,215 riders, with 2,163 self-reporting as being on probation (35%). The shuttle was in service for 313 days, averaging 20 riders per day.
2. How many people was your organization expected to serve under the contract? There is no stated projected/expected number of individuals to serve within the contract. They are expected to serve all individuals who need transportation assistance. Roots is unable to project how many people are released from jail, as that is the court's decision. If given data from the courts on the number of community members released from Santa Rita Jail monthly, they would then be able to project the number of individuals to serve.
3. What factors impact the number of people you are able to serve?  
The number of people we are able to serve is shaped by two factors, both connected to operating with only one shuttle. First, with only one vehicle in operation, our capacity to support coordinated releases requested by ACPD, where individuals are safely transported directly to shelters, hospitals or housing programs, is constrained. These releases are among the most meaningful parts of our work. But with one shuttle, completing a coordinated release often means putting scheduled trips on hold, which disrupts regular service to Dublin BART or Oakland. For example, if ACPD schedules a coordinated release during the same window as a scheduled Dublin BART run, we prioritize the coordinated release, delaying the regular trip(s) until the shuttle returns. A second shuttle would allow us to do both without interruption. Second, our current schedule plays a vital role by providing regular service between SRJ and Dublin BART throughout the day and one trip to Eastmont Transit Center daily, ensuring community members have a safe and immediate pathway away from the jail and toward public transportation. At the same time, with only one shuttle, it is challenging to add more Oakland trips. For example, numerous community members ask for rides into Oakland beyond the one



daily trip, but we cannot expand service without reducing BART runs that so many others rely on. With another vehicle, we could maintain regular BART service, increase the number of Oakland trips, and expand coordinated releases, ultimately increasing the number of community members we are able to serve.

4. How has your capacity changed over time?

Our capacity has increased over time as ridership has grown and the program has become more established. From the start, we have operated with a consistent schedule, with trips between SRJ and Dublin BART, along with one trip to Oakland daily. Over time, the number of community members served has grown and our coordination with ACPD has deepened to include coordinated releases. These developments have strengthened our ability to serve individuals safely and reliably at the point of release.

5. How many people were referred to the program/activity by Probation? Probation does not submit referrals to this Program.

6. How do you define successful completion for this program/activity? Success is defined by the number of people who received transportation.

7. Please provide program milestones and other contract deliverable data. This program operates to provide transportation during set hours and has maintained that schedule.

8. Describe how successfully your organization achieved your contract milestones and the other contract deliverables. Roots has consistently achieved its contract milestones and deliverables. Monthly activity reports and maintenance logs are completed and submitted providing accurate documentation of passengers served, mileage by route, and service conditions. Shuttle operations have remained reliable and consistent since launch, and any incidents have been promptly recorded and addressed. Over time, we have strengthened our reporting processes and coordination efforts, ensuring that contract expectations are met and upheld with a high standard of accountability. This consistency has ensured that thousands of community members have been able to safely connect to transportation and supportive services since 2021.

9. Is there a waitlist for this program/activity?

There is no waitlist for Roots Shuttle program. Service is provided on a regular schedule, and community members released from SRJ who seek transportation are able to access it during normally scheduled hours of operation.

10. If known, how many clients were reincarcerated while in your program?

We do not have data on the number of clients who may have been reincarcerated, as this information is not currently tracked with Roots Shuttle operations.

11. What are some mechanisms your program used to mitigate and address recidivism?

Roots Shuttle program plays a critical role in addressing and mitigating recidivism by providing safe and reliable transportation at the point of release. Immediate transportation ensures that community members are not stranded after being released from SRJ, reducing the risk of being cited or reincarcerated for loitering or other low-level offenses. Regular service to Dublin BART and Oakland provides a safe pathway away from the jail and direct access to public transportation, allowing individuals to continue safely to their next destination. Coordinated releases further strengthen this impact by providing safe, direct transport to shelters, hospitals and housing programs. In addition, the shuttle is linked to Roots' continuum of care. Together, these mechanisms reduce barriers, increase access to services and lower the likelihood of recidivism.

E. **Contract Information**

1. Contract Term:

	Start Date	End Date	Additional Amount	Budget Allocation
<b>Original Contract Term:</b>	6/1/21	5/31/22		\$450,000
<b>1<sup>st</sup> Amendment:</b>		5/31/23	\$283,717	\$733,717
<b>2<sup>nd</sup> Amendment:</b>		12/31/23	\$309,022	\$1,042,739
<b>3<sup>rd</sup> Amendment:</b>		12/31/24	\$540,000	\$1,582,739
<b>4<sup>th</sup> Amendment:</b>		12/31/25	\$540,000	\$2,122,739

2. Budget:

	Budget Allocated	Percentage of Total Budget	Total Expenditures as of DATE
<b>Personnel:</b>	\$1,412,464	66.54%	\$1,103,424
<b>Program Costs:</b>	\$348,814	16.43%	\$236,207
<b>Direct Participant Support:</b>	\$84,583	3.98%	\$65,045
<b>Indirect Cost:</b>	\$276,879	13.04%	\$210,701
<b>Total:</b>	\$2,122,739		\$1,615,377

3. Direct Participant Support and Cost per Client:
  - a. What percentage of the expenditures goes to the Contractor vs. the Participants?
    - a. Contractor receives 96%
    - b. Participants receive 4%
  - b. Total Expenditures vs. Total Clients:
    - a. Total Expenditure from the beginning of the contract to June 30, 2025:  
\$1,615,377
    - b. Total Clients: 16,836
    - c. Cost per Rider: \$92
4. Does this contract have an extension available? Yes
5. Why should the contract be extended/renewed? This amendment will allow Roots to continue providing transition support and transportation for individuals released from Santa Rita Jail with limited or no resources. These services help connect people to support immediately, ease their reentry into the community, and promote public safety by ensuring direct transportation from the jail. The amendment will ensure continuity of services.

**F. Fiscal Impact**

1. What is your proposed annual budget for this program/activity? \$540,000
2. What is the total proposed budget for the requested program/activity? Please include a complete budget breakdown.

	Annual	Semi-Annual
Personnel	\$ 359,314.00	\$ 179,657.00
Program Cost	\$ 88,734.00	\$ 44,367.00
Direct Participant Support	\$ 21,517.00	\$ 10,758.50
Indirect	\$ 70,435.00	\$ 35,217.50
Total:	\$ 540,000.00	\$ 270,000.00
		Requested Amount

3. Have you exhausted all of your previous AB 109 funding? If not, how much unspent AB 109 funding do you have remaining? No, currently there is \$507,363 available; however, the contract is still in process.
4. What is your total budget for the program/activity under the contract?
  - a. If the proposed annual budget is higher than that of the previous year, please justify the increase: The budget request is the same as the previous year.

- b. If the proposed annual budget is lower than that of the previous year, please explain:  
The budget request is the same as the previous year.

5. Staff Salaries

- a. How much does your highest paid staff member allocated to this contract make?  
\$105,000
- b. How much does your lowest paid staff member allocated to this contract make?  
\$52,000
- c. What is your average staff salary? \$59,228
- d. Do you offer living wages based on the [MIT Living Wage Calculator](#) (for a single person \$29.95 per hour)?  
  
Roots offers wages that are highly competitive and closely aligned with the MIT Living Wage benchmark of \$29.95 per hour for a single adult in Alameda County. The lowest wage allocated to this contract falls just under the rate and is supplemented by a comprehensive benefits package that ranks within the top 10% compared to similar nonprofit organizations. Together, this ensures staff receive strong overall compensation and support.