

ALAMEDA COUNTY PROBATION DEPARTMENT

COMMUNITY CORRECTIONS PARTNERSHIP FISCAL/PROCUREMENT WORKGROUP

December 6, 2022 from 3:00 PM to 5:00 PM
Online – Microsoft Teams Meeting

Meeting Minutes

Present:

Shauna Conner (Facilitator)

Terry Wiley (Co-Facilitator)
Aboelata, Noha
Ahmadi, Atiqullah
Anderson, Deborah
Belowich, Steven
Bradley, Barron
Brooks, Rodney

Chen, Howard
Gonzalez, Rezsini
Grigsby, Janene
Hardamon, Bob
Johnson, Roth
Ku, Daniel
Lee, Corrine

Li, Juliana
Maloa-Taulealo, Maloa
Marlowe, Tara
Naji, Aquil
Percelle-Roos, Keona
Smith, Shadeequa
Stevens, Tanasha

Temporal, Gina
Tuck, Lonnie
Turner, Charles
Xie, Zai Xin
Young, Alexa
Zatcoff, Tyler
Additional Guests: 0

1. **Call to Order and Introductions** – Meeting was called to order at 3:00 PM
2. **Determination of Ongoing Need for Virtual Meetings Under AB 361, Filed 9/16/21** – Continuation of virtually held meetings approved by the workgroup
3. **Public Comment** – No comments
4. **Review and Adoption of [November 1, 2022 Meeting Minutes](#)** – Minutes reviewed and approved as written
5. **Sex Offender Treatment Program Data & Usage – Shauna Conner**
 - a. At the October meeting, DA Nancy O’Malley asked how many individuals have participated in the program. Here is that data for August 1, 2021 – October 21, 2022:
 - i. 63 clients were referred to the program with 43 of them enrolling
 - ii. A total of 75 clients participated, including 32 individuals who were already participating in the program; once the contract started August 1, 2021, those 32 individuals transitioned under the contract
6. **[Allocation Spreadsheet Overview](#) – Janene Grigsby**
 - a. Total Remaining Unallocated CBO Balance (as of this meeting) = \$3,266,307 (pg. 2, line 76, column M)
 - b. Unused Previously Allocated Funds Available for Reinvestment = \$668,326 (pg. 2, line 76, column N)
 - c. Total AB 109 Funding Available for Allocation = \$3,934,633 (pg. 2, line 78, column N)
7. **Funding Request: [Contract Extension for the Roots Safe Landing Shuttle](#)**
 - a. This recommendation is for a 7-month extension to 12/31/23 and a funding increase of \$309,022 for the Roots Community Health Center Safe Landing Shuttle contract
 - b. The initial contract was from 6/1/21 to 5/31/22 and \$450,000 funding, followed by a first amendment extension to 5/31/23 and additional funding of \$283,717 (total current contract funding is \$733,717)
 - c. The Roots Safe Landing Shuttle transports those leaving Santa Rita Jail to Oakland and the Dublin BART station, and runs Monday to Saturday from 8:00 AM to Midnight
 - d. **Discussion:**
 - i. *Will you be sharing your budget and data from the project? Do you have the specific monthly metrics that you have been keeping?* **Response:** Yes, Roth will go through the line items and Keona has all the metrics, and she can share that

- ii. *Are you planning to extend the hours beyond when BART is no longer running?* Response: Absolutely. We are having a conversation right now about extending the hours to 2:00 AM
 - e. The presentation continued with the budget proposal for June 2023 to December 2023:
 - i. Personnel: Total Wages & Benefits = \$212,815.00
 - ii. Program Costs: (a) Total Operations = \$55,900.00
(b) Indirect Allocation at 15% of Direct = \$40,307.25
 - iii. Total Program Request (all of above) = \$309,022.25
 - f. Discussion - Budget:
 - i. *Of the personnel doing the work and doing the driving, are system impacted people doing that kind of work?* Response: We hire from the gamut of the community, formerly incarcerated or not. As long as you are duly licensed and insurable, your background makes no difference to us
 - g. Some of the metrics were presented:
 - i. Number of community members served from October 2021 to October 2022 = 2,990
 - ii. Number of passengers who voluntarily reported being on probation = 390
 - iii. Number of passengers who voluntarily requested services = 120
 - h. Discussion – Metrics:
 - i. *Do you track how many trips you make a day, a week?* Response: The vehicle leaves every 15 minutes from Santa Rita Jail, so it is constantly roving between there and BART, and it makes its daily trip to Oakland (sometimes family members will take it back to Santa Rita from BART for visiting hours)
 - ii. **(a)** *Do you know what kind of services people are asking for when they are on the shuttle?* Response: Often it is when a member ends up at Roots and they are navigated that they discover what they really need in life; some of what they are asking for upon release is they really want to get off the property **(b)** *I was asking because I was trying to see if there are opportunities to connect with some of the other AB 109 services, like the cell phones – AB 109 eligible clients can also get free cell phones through the CORE. I wanted to make sure you are aware of what services are available so you can make those connections as well.* Response: There is one service in our organization as a whole where there is a gap: we are not trained and we do not have access to sensitive services for those under the umbrella of sexual crimes. I would appreciate it if you can point a direction where we can send some of our members who need those types of services
 - i. The Shuttle Passenger Information sheet was presented
 - j. Discussion – Passenger Information sheet:
 - i. *When they checkoff emergency housing support, how are those services coordinated?* Response: We are able to fold those into our community support for housing work that we are doing (the team that does it is separate and apart from this service). We make sure they are in HMIS and see where they are scoring. If they are ready, willing, and able to work, for example, we may have placement for them ourselves through our workforce housing. So, it depends on if they are more of our behavioral health chronic high need folks, then we are matching them through HMIS; and otherwise, we are looking at other avenues like Probation and workforce housing
 - ii. Probation offered to assist in connecting them with the Sheriff’s Office for their data, and to make introductions between them and the Inmate Services Team
 - k. **Item approved to move forward to the next CCPEC meeting for consideration/approval**
8. Contracts Update – Gina Temporal
 - a. There are two updates this month:
 - i. Reentry Housing Vender Pool – Round 6 bids due date is extended to December 22, 2022
 - ii. Center of Reentry Excellence (CORE) – Bids are due December 8, 2022
 - b. There are two Request for Proposals (RFP) that are pending to post in December:

- i. Early Intervention Court
 - ii. Coordinated Reentry Services Program (also known as Pre-Release)
- 9. **AB 109 Designation Account** – Howard Chen
 - a. There are two updates for this month:
 - i. FY 21/22: \$1,250 for *CAB Web-Based Application* was moved from Commitments to Actual (pg. 5, line 6)
 - ii. FY 22/23: \$36,400 for *Housing–Fresh Start* was added to Commitments (pg. 6, line 11)
- 10. **Next Meeting** – Tuesday, January 3, 2022 from 3:00 PM to 5:00 PM
 - a. Probation gave a brief update on the Fiscal Year 23/24 agenda, which they are preparing to start working on:
 - i. They anticipate the initial conversations happening in this group in the February Fiscal and Procurement meeting
 - ii. Instead of presenting everything as one large item as it has historically been done, it will be broken down this year by agency
 - iii. One budget will be sent to the CCPEC (Community Corrections Partnership Executive Committee) for approval
 - iv. Probation wants the time to work through where the investments are being made and go over utilization data and impact data if it is available
 - v. There will be more information to follow in the January meeting
- 11. **Public Comment** – No comments
- 12. **Adjournment** – Meeting adjourned at 3:48 PM