

ALAMEDA COUNTY PROBATION DEPARTMENT

COMMUNITY CORRECTIONS PARTNERSHIP FISCAL/PROCUREMENT WORKGROUP

February 7, 2023 from 3:00 PM to 5:00 PM

Online – Microsoft Teams Meeting

Meeting Minutes

Present:

Shauna Conner (Facilitator)

Royl Roberts (Co-Facilitator)

Ahmadi, Atiqullah

Belowich, Steven

Berdin, Marjorie

Brooks, Rodney

Chen, Howard

Eddy, Charles

Fraix, Madeleine

French, Nancy

Gonzalez, Rezsini

Grigsby, Janene

Ku, Daniel

Lacy, Shahidah

Lee, Corrine

Lewis, Clyde

Li, Juliana

Louie, Jill

Marlowe, Tara

Morgan, Victory

Motley, Ocean

Pedrotti, Christian

Rodriguez, Tina

Smith, Shadeequa

Sy, Luwissa

Taizan, Juan

Temporal, Gina

Trujillo, Adrian

Wilkerson, Riley

Wilson, Jenica

Zatcoff, Tyler

Additional Guests: 2

1. **Call to Order and Introductions** – Meeting was called to order at 3:02 PM; Chief Assistant District Attorney Royl Roberts was introduced to the workgroup
2. **Determination of Ongoing Need for Virtual Meetings Under AB 361, Filed 9/16/21** – Continuation of virtually held meetings approved by the workgroup; the state has lifted the mandate and meetings will be in person after February
3. **Public Comment** – No comments
4. **Review and Adoption of [January 17, 2023 Meeting Minutes](#)** – Minutes reviewed and approved as written
5. **[Allocation Spreadsheet Overview](#) – Janene Grigsby**
 - a. Current Year: Remaining Unallocated CBO Balance = \$1,207,285 (pg. 2, line 77, column M)
 - b. Current Year: Funds Previously Allocated But Unused and Available to Reinvest = \$668,326 (pg. 2, line 77, column O)
 - c. Next Year: The Fiscal Year (FY) 23/24 CBO Allocation = \$34,924,984 (pg. 2, line 73, column N)
 - d. Total Available AB 109 Funding For Realignment Clients = \$36,132,268 (pg. 2, line 77, column N)
 - i. FY 23/24 Budget will be discussed during today’s meeting (Probation and Community Development Agency) and March’s meeting (Behavioral Health)
 - ii. This workgroup’s FY 23/24 Budget recommendations will be presented to the Community Corrections Partnership Executive Committee (CCPEC) for approval during their March meeting
6. **Funding Request – Gina Temporal**
 - a. **[Alameda County Probation Department - Realignment Funding Services](#)**
 - i. This recommendation of \$11,851,300 is for the Probation Department’s annual allocation of AB 109 realignment services for FY 23/24:
 - a) CAB (Community Advisory Board) Notetaker – originally approved by CCPEC 4/1/21 = \$900
 - b) CAB Web-Based Application – originally approved by CCPEC 5/17/21 = \$400
 - c) Sex Offender Treatment – contract started August 2021 = \$550,000
 - d) Probation Client Support = \$300,000
 - e) Transportation = \$1,000,000
 - f) Alameda County Probation Department (ACPD) Housing Pool = \$10,000,000

- ii. Half of the AB 109 funding received from the state goes to Community Based Organizations (CBO) to provide these services to clients; approval of this recommendation will provide continuity of programs and services for FY 23/24
- iii. CAB Web-Based Application Questions:
 - a) ***Is that \$400 per month or for the year?*** Response: For the year
- iv. ACPD Housing Pool Questions:
 - a) ***Does first client mean the first one received during that contract term?*** Response: Yes. Because it is a pool and contractors enter at different times, we do like to highlight when they actually accepted their first client
 - b) ***Is it correct that the \$10,000,000 is to cover the anticipated cost for FY 23/24 knowing there may be a contractor or program change, and whatever money is left will cover any new ones?*** Response: Yes. Any money not used in this fiscal year will also rollover into the new fiscal year, and projections based on estimates from this past year anticipate higher expenses
 - c) ***And when do you expect the schedule for the new RFP and awarding contracts?*** Response: Round 6 is currently being evaluated, and once there is a decision and we have updated what the need is, the RFP (Request for Proposal) for Round 7 will be released in March or April
 - d) ***The [Active Programs](#) list shows these contracts will end June 30, 2023; are we extending the contracts we already have or will they have to reapply?*** Response: If the allocation is approved, we will reach out to the providers to see if they want to extend
- v. Discussion:
 - a) ***Does the funding allocations automatically lock-in these providers, or does it lock-in the amount and the providers can be added or taken off during that contract year?*** Response: For Housing, we will continue to move forward with all of those vendors, and when it does come up for an extension, they have the option not to renew. For Sex Offenders, we will not be adding any new vendors in this next fiscal year, but they also have the option not to renew
- vi. ***Item approved to move forward to the next CCPEC meeting for consideration/approval***
- b. Community Development Agency
 - i. This recommendation is for \$2,923,938 for the Community Development Agency's (CDA) annual AB 109 allocation for the Realignment Housing Program (RHP), which provides rapid rehousing, emergency shelter, and other housing assistance for clients on supervised probation who are unhoused and at risk of homelessness
 - a) CBO Emergency Shelter = \$415,188
 - b) CBO Rapid Rehousing = \$2,250,000
 - c) CDA Administrative Costs = \$258,750
 - ii. Discussion:
 - a) ***What is the difference between transitional housing and emergency shelter?*** Response: Transitional housing can be housed for a longer period of time, has more case management support, can focus on the client's individual goals and needs, and is a longer housing; emergency shelter addresses an immediate housing need and is short-term with the thought of transitioning them to something more long-term
 - iii. ***Item approved to move forward to the next CCPEC meeting for consideration/approval***
- c. **Contingency Funding**
 - i. There are new programs being implemented that may need additional funds, but more data needs to be gathered before a funding request can be made; by adding them as Contingency Funding to the meetings, it allows more time to consider these items
 - ii. Based on current contract negotiations, the following three items will need additional funds to complete the remainder of the fiscal year after they are implemented within the next five months:

- a) Cognitive Behavior Intervention (\$500,000)
- b) Employment (\$3,000,000)
- c) Pre-Release Services (\$2,000,000)

7. **Updating the Agenda Item Request's Fiscal Section**

- a. The Fiscal Impact section of the Agenda Item Request (AIR) form may need some changes made to it so items presented here can be more appropriately evaluated

8. **Contracts Update – Gina Temporal**

- a. There are two updates for this month:
 - i. The Center of Reentry Excellence (CORE) and Client Resource Forum Coordinator – These were combined when the RFP was issued; the General Services Agency (GSA) is starting to negotiate the contract, which is anticipated to go to the Board of Supervisors (BOS) in March for approval (the contract would start in March, but CORE would open its doors on May 1)
 - ii. AB 109 Evaluation Services – The Request for Information (RFI) was released in January and bid responses are due on 2/13/23; the information received will be used to do an AIR with a cost estimate
- b. Discussion:
 - i. ***For CORE, is the \$4,000,000 allocation the new one going to BOS for approval or was that the previous allocation?*** Response: We asked for \$4,000,000 for the previous RFP, and we asked for \$4,000,000 for a new RFP. The Contracts Update is for the new RFP

9. **AB 109 Designation Account Update – Howard Chen**

- a. There are two updates for this month:
 - i. FY 2022-23
 - a) \$1,750,000 added to Commitments for Employment (contract extension) (pg. 5, line 12)
 - b) \$309,022 added to Commitments for Transportation (pg. 5, line 20)

10. **Next Meeting** – Tuesday, March 7, 2023 from 3:00 PM to 5:00 PM

- a. During the February and March meetings, the allocation recommendations for FY 23/24 will be discussed
- b. During the April meeting, recommendations for changes to the AIR will be discussed, as well as the purpose of the Fiscal and Procurement Workgroup

11. **Public Comment** – No comments

12. **Adjournment** – Meeting adjourned at 3:54 PM