

Process and Evaluation Workgroup

Meeting Minutes

October 6, 2021

In attendance:

Rodney Brooks: Alameda County Public Defender's Office

Janene Grigsby: Alameda County Probation Department

Nancy French: Alameda County Probation Department

Shawn Rowland: Re-Entry Private Practitioner

Shauna Conner: Alameda County Probation Department

Charlie Eddy: Urban Strategies Council

Rashad Eady: Alameda County Behavioral Health

Joey Mason: Alameda County Probation Department

Lisa Abernathy: Alameda County Probation Department

Jean Moses: Interfaith Coalition for Justice in our Jails

At the beginning of the meeting the attendees agreed to allow future meetings to continue virtually; following the Board of Supervisors acceptance of the Public Health Officer's declaration that County public meetings are unsafe since social distancing cannot be enforced.

The group discussed the current proposed changes to the Agenda Item Request (AIR) form. The form is used when items are brought before the Community Corrections Partnership Executive Committee (CCP-EC) and/or workgroups connected to the CCP-EC.

A summary of the discussion is below.

- The AIR draft designed in the September Process and Evaluation Workgroup has been presented to the Programs and Services Workgroup, the Fiscal and Procurement Workgroup and the Community Advisory Board (CAB).

- The current AIR draft is broken into two sections, a list of questions presented to vendors requesting funding for the first time and questions for the vendors who are asking that their funding is renewed. No one will be required to fill out both sections.
- Meeting attendees wanted to confirm vendors will be told in advance that they are required to respond to the questions.
- Probation staff clarified that they are meeting with vendors informing them of the proposed process. The question was also raised if the CAB or anyone with a promising idea would need to address the questions outlined for people requesting funding for the first time? It was agreed that CAB members and those new to the county contracting process would use the Probation logic model to describe the merits of their proposed program.
- The question was raised about other departments who are using AB 109 funding to pay a contractor. Currently, Behavioral Health and the Community Development Agency are the only departments paying contractors with AB 109 funds.
- Several minor changes were proposed and added to the document.
- It was agreed that the updated draft would go before the CAB and the CCP-EC.
- Workgroup attendees discussed the practical application of the updated AIR, i.e., when vendors will be required to submit the information and if Probation will be required to provide assistance.
- It was agreed to have additional conversations with Probation about the practical application of the new AIR.

The group then engaged in a discussion about how to hold the once-a-year evening meetings in the future.

A summary of the discussion is listed below.

- It was suggested that planning start earlier. People who attend The Process and Evaluation Workgroup regularly need to recruit from civic organizations.
- It was suggested that an invite to the meeting go out, with a hyperlink. It was noted that this meeting was originally posted for 10 AM on the Probation website not 6 PM, the start time for the meeting.
- Attendees also talked about challenges with Teams and challenges with using the hyperlink of the meeting notices.
- It was decided that a few of the regular attendees (to be determined) would work on outreach for the 2022 evening meeting.
- There was some discussion about inviting Wendy Still to a future meeting to discuss her work with Supervisor Valle's Office.

The meeting adjourned at 7:13