Process and Evaluation Workgroup

Meeting Minutes

June 3, 2026

In attendance:

- **Rodney Brooks,** Alameda County Public Defenders
- **Aundrea Brown,** Alameda County Public Defenders
- **Corrine Lee,** Almeda County Probation Department
- **Jean Moses,** The Interfaith Coalition for Justice in our Jails
- **Shawn Rowland,** Our Road Prison Project
- **Rezsin Gonzalez,** Alameda County Probation Department
- **Kelly Glossup,** Alameda County Sheriff's Department
- **Dieudonne Brou,** Urban Peace Movement
- **Xochtil Larios,** Juvenile Justice Delinquency Prevention Commission
- **Barbara Maderios,** Options Recovery Services
- **Brianna Ramos,** Fresh Lifelines for Youth
- **Laurel Pendleton,** Alameda County Social Services Agency
- **John Jones,** The Urban Strategies Council
- **Micky Duxbury,** The Interfaith Coalition for Justice in Our Jails
- **Lanita Mims-Beal,** Mental Health Services Consultant
- **Lt. Dan Murphy,** Alameda County Sheriff's Department
- **Douglas Butler,** Cypress Mandella Training Center

Members discussed an introductory question: What raises your curiosity about the June California Primary Election?

The meeting opened with an explanation of Public Safety Realignment in Alameda County and the role of the Process and Evaluation Workgroup. Next, meeting participants introduced themselves.

A presentation was given about the Sheriff's policies related to people with lived experience entering Santa Rita Jail.

<u>Summary of the Santa Rita Jail Policy Presentation and Discussion</u>

- Some people enter as "visitors" where their arrival is scheduled prior to their attendance. Those visits are either non-contact, via phone or through glass. Contact visits are usually privileged conversations.
- Staff for community-based organizations and other service providers are approved by the Re-entry Services Team.

- The Sheriff's clearance policy is not only for service providers, but it also pertains to anyone who wants to enter the jail.
- The appeal process was created to assist people with lived experience to enter the jail and provide services, which is a priority for the current sheriff. There are some laws which are strictly prohibitive but the Sheriff the wants people with lived experience to be able to enter the facility.
- One participant with lived experience explained that she has been able to enter many other jails and prisons but has never been allowed to enter Santa Rita Jail.
- It was explained that if a person has been cleared to enter other facilities and/or has had prior convictions dismissed or reduced, they should include that in their appeal. Jail staff now coordinate with Probation staff to see which probation contractors are currently able to receive clients. Probation wants to prevent organizations from entering the jail to recruit clients without the ability to provide services upon release.
- One participant asked what the Sheriff's staff thinks are the most significant changes in the clearance process. Response: We look at all the cases individually and can present a compelling argument as to why a person should be allowed to enter. The Sheriff staff recognized that someone who has changed their lives can be the best role model. Santa Rita Jail is now a place of hope and second chances. The Sheriff has dedicated staff to monitoring the clearance process and issues.
- One participant asked about the timeline for making a decision about an application, the override process and the appeal process. Response: Seven to ten days for the initial application. If denied, the letter is sent to the applicant often on the same day. There is no timeline for the appeal, however, the override packets are hand walked to the Lt. for the override, usually the same day. If the applicant is coming through the Re-entry Services Team, the override is typically done in a week to two weeks.
- The Sheriff's staff asked the meeting participants to assist in telling community-based organizations to make sure their applications are sent to the Re-entry Services Team, so they get the proper attention.
- Issues that can't be overridden are convictions for rape or sexual assault, The Prison Rape Elimination Act (PREA) is a federal law, prohibiting visitors with those convictions.
- In addition, individuals on active probation or parole are not allowed in the facility.
- One participant asked how risk is assessed. Response: Essentially on a case-by-case basis, including prior convictions. It should be noted the murder is not necessarily a disqualifier. The length of time since the last conviction and what the applicant is doing are included in the decision-making process.

The next agenda item was an update on the tool kit being developed to assist people with prior convictions in developing their application to enter Santa Rita Jail.

Summary of Update and the Discussion of the Tool Kit

- The reason for creating the Tool Kit is to allow people with prior convictions to present themselves holistically in their initial application; reducing the need for the override and/or appeal process.
- The first element of the tool kit is the Santa Rita Clearance Organizational Summary (the creators of the tool kit are open to suggestions for changing the name.) The document is designed to provide context for the work of the sponsor organization and explain why the applicant wants to enter the facility.

- The second element is a letter written by the employer about what the applicant has been doing since their convictions. The tool kit has letter templets, guidance and sample letters.
- It was suggested that the application timeline and overview of the overall process could be added to the tool kit.
- Other suggestions included: an explanation of the appeal process and reasons why someone may be initially denied; with a goal of making it less threatening. The next suggestion was to present the appeal process in a strength-based way. Another suggestion was to include frequently asked questions. Also suggested was a one-page summary of immediate disqualifiers, PREA and being on parle or probation.
- There were numerous positive comments about the tool kit.
- It was suggested that the kit explain the clearance process is constructed to protect the incarcerated population. The appeal process is important, but the Sheriff should not lower their standards. Finally, it should be noted that the entire process can be triggering.
- One participant praised the Sheriff's staff for their work on this issue; and then suggested that applicants are told that the application decision arrives by mail, since snail mail is rarely used. Someone suggested that denial letters could be sent to the applicant's work address instead of their home address.
- The final suggestion was that the tool kit should let applicants know to include if they are cleared to enter other jails or prisons.
- It was agreed that the current drafts of documents will be reviewed and critiqued at the July meeting. It was also suggested the July meeting includes a presentation about restorative justice circles and how they are run. It was further suggested that restorative justice practices can be applied in various situations, which should be further explored by the Workgroup.
- The meeting participants reviewed and approved the minutes.

The meeting adjourned at 11:38