



**MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)  
FINAL & APPROVED MINUTES  
Wednesday, February 16, 2022  
Mendocino County Superior Court – Dept G  
100 N. State Street, Ukiah, CA 95482  
12:00 pm - 1:30 pm**

**Join by Video (Preferred):**

<https://www.zoomgov.com/j/16182732382?pwd=M0xyWjJ4NUZGL2lSTTFveldkWGZ0UT09>

**Join by Phone: 833-568-8864 (toll free)**

**Meeting ID 161 8273 2382**

**Passcode: 95482**

1. **Call To Order:** Meeting called to order at 12:01 p.m.
  - 1a) **Welcome**

Katie Ford is filling in for Izen Locatelli today and welcomes everyone to meeting. Probation provided proxy for Cathy White. Court provided proxy for Julie Lyly.
  - 1b) **Introductions**

<b>Noble Waidelich, UPD</b>	<b>Jeffrey Aaron, Public Defender</b>
<b>Matthew Kendall, MCSO</b>	<b>Jenine Miller – HHS/BH (zoom)</b>
<b>Julie Lyly, Courts (proxy)</b>	Katie Ford – Probation
<b>Cathy White, Probation (proxy)</b>	Stacey Martin – Probation
Cambria Milani – Probation	Judge Moorman, Courts
Judge Nadel, Courts	Jacque Williams, Ford Street
Jill Alves, SUDT	Nick Canaday, GEO
Jerry Cardoza, Grand Jury	Dan Lowden, Grand Jury
Amanda Lightfoot, GEO (zoom)	Kate Feigin, MCSO (zoom)
Navin Bhandari, BHRS (zoom)	Juanita Dreiling, MCSO
  - 1c) **Additions or Corrections to Agenda**

None.



**2. Public Comment for items not on agenda**

*Members of the public are welcome to address the CCP on items not listed on the agenda, but within the jurisdiction of the CCP. The CCP is prohibited by law from taking action on matters not on the agenda. Individuals wishing to address the CCP under Public Expression are welcome to do so via email at [ccp@mendocinocounty.org](mailto:ccp@mendocinocounty.org). All correspondence received by 8:00 A.M. the day of the meeting will be attached to the item.*

None.

**3. Consent Calendar**

**3a) Adoption of Resolution Finding That State and Local Officials Continue to Recommend Measures to Promote Social Distancing In Connection With Public Meetings**

Cathy White presents update.

Motion to adopt Resolution finding that state and local officials continue to recommend measures to promote social distancing in connection with public meetings by Noble Waidelich, UPD.

Second by Matthew Kendall, MCSO.

Vote taken. No public comment.

Motion approved unanimously.

**3b) Approval of Minutes of November 10, 2021 Regular Meeting**

Motion to approve November 10, 2021 minutes by Jeffrey Aaron, Public Defender.

Second by Matthew Kendall, MCSO.

Vote taken.

Motion approved, with July Lyly, Court, abstaining.

**3c) Discussion and Possible Action Including Adoption of the 2022 Community Corrections Partnership Master Meeting Calendar**

Cathy White presents update.

Motion to adopt 2022 CCP Master Meeting Calendar by Matthew Kendall, MCSO.

Second by Jeffrey Aaron.

Vote taken.

Motion approved unanimously.



#### 4. Community Corrections Partnership (CCP) and Member Matters

**4a) Receive Update and Discuss the Status of Relocation of GEO Day Reporting Center from Probation and GEO Reentry Staff and Give Direction to Staff as Needed**

Katie Ford presents update as to new location for GEO Day Reporting Center. Negotiations are still being held between County and the owner of the property for lease agreement.

**4b) Receive Update from Probation on Agreement Between GEO Reentry/State Parole/WestCare/Probation on Providing Day Reporting Services to Parole Clients**

Katie Ford presents update. Discussion are still being held. Working on direct contract between CDCR and Probation.

**4c) Receive Update on the GEO Reentry Day Reporting Center from GEO Reentry Staff and Discuss as Needed**

Nick Canady presents update. GEO continues to be responsive to COVID protocol as well as working with participants and their individual needs.

**4d) Receive Update from Probation on Pre-Trial Program in Mendocino County**

Katie Ford presents update. Probation is currently on latest round of Probation Officer interviews. Hoping to fill three positions. Working on finalizing PTR procedure manual for justice partners. We recently had first SB129 funding reporting submitted which was a good practice in terms of data collection required. Good trial run experience to work out language and details between Probation and MCSO.

Jeffrey Aaron inquires as to start date. Katie Ford responds stating hopes are to be fully live by the end of fiscal year.

Further discussion held.

**4e) Receive and Discuss the CCP Data Element Update from Staff and Give Direction to Staff as Needed.**

Bridgett Summers, Analyst is not present. Data element included in documents previously provided with CCP agenda.

Jeffrey Aaron inquires of circle pie chart in data element of gender and race.

Katie Ford responds stating she believes that is year to date, but should be part of the legend and will discuss with Bridgett Summers about changing formatting of document to include bolded numbers outside of pie chart along with legends.



**4f) Receive Update on Board of Supervisor’s Agenda Item on February 8, 2022 for Notification of Receipt of Annual Growth Funds for Community Corrections Partnership (CCP) for FY2021-22**

Cathy White presents update on annual growth funds for CCP for FY2021-22. Cathy White stated the Board of Supervisors was previously advised the estimated growth funds for CCP for FY21-22 would be approximately \$315,000.00. We did receive an extraordinary amount of money, \$1,017,001.84. It is advisable to go before the Board of Supervisors and advise them of this amount and it will go towards our FY22-23 budget building.

**4g) Receive Fiscal Update on AB109 Funding for FY2021-22**

Cathy White presents update. All second quarter claims were submitted to the Auditor’s office. Total amount of second quarter claims were \$844,893.46. We started our fiscal year with \$715,718.34. We received \$1,499,754.51 in base funds. We also received two retroactive payments for FY 19-20 in the amount of \$2,850.91 and FY 20-21 in the amount of \$42,770.46. This occurs occasionally when growth funds are recalculated. Every county received retroactive payments. We received \$1,017,001.84 in growth funds. It is mandated 10% of those realignment growth funds be put in the Local Innovation Sub Account which is a total of \$101,700.00 and per the agreement of the CCP Executive Committee, 15% of the growth funds will go into a reserve which is an amount of \$137,295.00. We are projecting to end the year at \$1.384 million all depending on how we end the third and fourth quarters. Reserve is currently at \$244,307.00.

**4h) Receive and Discuss Fiscal Update on AB109 Funding for FY2022-23 Including Deadlines and Submission for Budget Requests and Give Direction to Staff as Needed**

Cathy White presents update and references Prior Years History Report – FY 11-12 through 22-23. Cathy White states next year’s projection for base funds is \$3,692,600.00. As of right now, the State has not issued their growth fund estimates. CSAC is behind on sending out those calculations. Part of those calculations include a breakdown of our performance. Cathy White states we are in a healthy position to build our budget this year.

Cathy White reminds committee we still have a little over \$29,000 in training funds available.



**4i) CCP Executive Committee Members Report on Items of General Interest**

Cathy White presents update as to new Request for CCP Funding Forms. These are different than past forms and provide a level of consistency with how funds are requested from department to department and builds in more explanation detail which will assist in developing our annual plan. This document will go out to the group in excel format. Cathy White explains how to fill out new sheets.

Jeffrey Aaron points out the need for word correction in document. Cathy White will make the correction.

Matthew Kendall inquires of employees working out of class. Cathy White responds stating just to reach out to her and she will assist with filling out new forms and we can adjust the documents to use for future use.

Juanita Dreiling, MCSO inquires about Administration costs, employees working on claims and consider in building in admin time. Cathy White responds stating it is up to each department what they request in budget deliverables and would be under salary/benefit rate.

CCP will look at all requests and decide what is approved and not approved. Further discussion held.

Jeffrey Aaron inquires when requests should be submitted. Cathy White states they should be submitted by March 9<sup>th</sup>, 2022, two weeks prior to CCP Budget meeting on March 23, 2022.

Cathy White states salary projections have yet to be received from Auditor's office. Cathy White presents statements as to CCP Fund Budget Utilization Summary documents. Cathy White further states we will have a nice contingency fund which to build our reserve fund up more, should we choose to do so.

Matthew Kendall, MCSO states everyone should remain realistic with budgets.

**4j) Review and Discuss Requests for Items to be Included on Future Agenda, Including Agenda Date(s), and Give Direction to Staff as Needed**

Review Bylaws to include adding the 15% reserve funding previously voted on but memorialize that in the bylaws and process of pulling those funds out.

Review Bylaws for Proxy for Chief Probation Officer to allow Assistant Chief Probation Officer to vote. Matthew Kendall, MCSO ask to include the Under Sheriff in that language too.

Proxies need to be submitted to CCP chair 72 hours in advance to CCP meeting.



## **CCP Members Report Out**

### **Jeffrey Aaron, Public Defender**

Presents statements as to difficulties hiring Deputy Public Defenders and retention of employees. Recently lost four Deputy Public Defenders in the last four months. Explains heavy caseloads and wages are significantly lower than Sonoma County as well as housing shortage.

Discussion held.

Jeffrey Aaron states he will be presenting statement to the Board of Supervisors.

### **Jenine Miller, BH**

Concurs with Jeffery Aaron statements as to salaries, retention of employees & housing shortage.

### **Judge Jeanine Nadel - Court**

This is her first meetings.

### **Cathy White – Probation**

States presentation of CCP and Juvenile Justice Crime Prevention Act to the Board of Supervisors will be on May 3, 2022. Requests CCP members be present if possible.

### **Matthew Kendall – MCSO**

Asks that Kate Feigin from Restorative Justice Coordinator be included because she can speak in great detail of a lot of things happening at the jail right now.

**Adjournment:** Special CCP meeting for purposes of finalizing the proposed FY2022-23 CCP Budget will be held on March 23, 2022, at 12:00 pm at the Mendocino County Superior Court-Department G, 100 N. State Street, Ukiah, CA 95482.

Meeting adjourned at 1:03 p.m.