

**SISKIYOU COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)**

**Special Meeting Minutes**

**Adult Probation Day Reporting Center**

**805 Juvenile Lane, Yreka, CA**

**January 20, 2016**

**Approved April 11, 2016**

**1. Call to Order/Introductions**

Chief Heie welcomed the group and called the meeting to order at 12:15 pm; the quorum was established and self-introductions were made.

**CCP Executive Committee Members Present:** Todd Heie, Chief Probation Officer; Kirk Andrus, District Attorney; Lael Kayfetz, Public Defender; Martin Nicholas, Weed Chief of Police; William Davis, Presiding Judge, Superior Court; Jon Lopey, Sheriff; Tina Garcia, Director Health and Human Services Agency

**CCP Committee Members Present:** Carla Charraga, SDV&CC; Terry Barber, County Administrative Officer; Brandon Criss, Board of Supervisors

**Also Present:** Jennifer Villani, Probation; Sandra Collings, Shasta Training and Consulting; Jill Phillips, Shasta Training and Consulting; Judd Pindell, HealTherapy; Allison Giannini, Sheriff's Office; Mary Ann Hall, Probation; Jeff Huston, Sheriff's Office; Mary Frances McHugh, Superior Court; Rachel O'Conner, Public Defender's Office; Lori Wilson, Probation; Brian Bowles, Yreka Police Department; Fernie Fernandez, Sheriff's Office; Karen Pautz, CSC Parenting Director

**2. Time Slot Allocation for Presentations from the Public**

Carla Charraga distributed copies of SDV&CC's newsletter and reported on the 6-month collaboration between the Courts, Social Security, SDV&CC and Child Support Services teams. The team travels monthly to Happy Camp, Mt. Shasta, Tulelake and Scott Valley to provide services. Carla also announced that SDV&CC has received 2016 funding for emergency lodging and transportation.

**3. Approval of October 28, 2015 minutes**

A motion was made and seconded to approve the draft meeting minutes from October 28, 2015.

**Motion:** Kirk Andrus

**Second:** William Davis

**Approved:** Unanimously

**4. Budget Report**

Mary Ann Hall distributed the budget report through December 31, 2015. Hall noted at 50% of the year, spending is on track, although rents are running a bit over, due to increased use of electronic monitoring and GPS for pre trial release. The allocation for rent may need to be increased in next year's budget. In response to an inquiry regarding the inclusion of lines to reflect surplus and deficits, it was confirmed the additional lines could be added.

Sheriff Lopey provided an update on efforts to obtain additional jail funding through a .5 tax initiative. The initiative will appear on the June ballot and requires 2/3 of the vote for passage. Terry Barber provided additional information and noted the term of the tax increase would be set for the life of the debt service.

#### **5. Report of Chair-approved Expenditures**

Chief Heie reported an expenditure of \$297.07 was approved for lodging expense for CJPA's annual conference for Jail Program Managers.

#### **6. Update of Voting Members' Alternate Designee**

Chief Heie noted that he received an email from Tina Garcia identifying Health and Human Services' CCP Alternate as Behavioral Health Director, Sarah Collard and had received a memo from Judge Davis naming the Court's 1<sup>st</sup> Alternate Mary Frances McHugh and 2<sup>nd</sup> Alternate Renee Crane.

*At this juncture it was agreed that #15 be moved up on the agenda.*

#### **15. Overview of DRC AOD program, with data addressing effectiveness of program**

Allison noted today's overview of the DRC AOD program report is the first in a series of reports that will be provided on Jail and DRC programs. Copies of the program report and class schedule were distributed to the group. The process that occurs at release is geared toward immediate engagement and classes and groups have open enrollment to allow participants to start class on an ongoing basis. A brief overview of the various curricula and the usual progression of classes was provided. Classes are intended to reduce recidivism and for evaluation purposes the program looks at the number of arrests overall, which is a more rigorous definition of recidivism than that used by the State. Allison added that changes have been made to the program, which includes the addition of a full time AOD Counselor and revamping the attendance management process; additional program changes are anticipated. The rate of successful AOD program completion was reported as between 30-50% and it was reported that most participants have failed or been kicked out of everything else. Discussion ensued regarding the certification of the DV program and it was noted that efforts to revise requirements of the State-approved DV program remain on the back burner.

#### **7. CCP Program Report on CSC Community-based Education Classes**

CSC's Parenting Education Director, Karen Pautz, shared a PowerPoint presentation and noted that with the beginning of the fiscal year CCP's Community-based Education program were embedded with CSC's parenting education program systems. Like CSC's parenting classes, the evidence-based CCP programs, which include anger management, Nurturing Parenting for parents in recovery, and Family Based Relapse Prevention are specifically designed for higher risk populations and are evaluated by Oregon State University. CCP classes utilize licensed clinicians and certified drug and alcohol counselors to facilitate the CCP classes and facilitators must be able to effectively engage and involve participants, and be able to create connections and establish relationship. Each participant is screened with a family history questionnaire, which provides information such as education and income levels, and adverse experience. CCP participants' histories indicate high percentages of abuse. A pre and a post evidence-based assessment tool is administered to each participant every 12 weeks to gauge program effectiveness. Assessments have shown the rate of progress for higher risk populations is often slower than that of mainstream populations. To help address this finding, ongoing classes with open enrollment are now offered in 3 communities: Montague, Dunsmuir and Dorris. Copies of class flyers were distributed to the group. In response to a question it was noted there is no cost to the participants for attending classes – this is possible because of CCP funding and the partnership with CSC and its many parenting program partners. A copy of the monthly class and trainings schedule was distributed for review. Karen added that a free ACE professional training being offered in early February; a flyer on the training was distributed.

**8. Community Recidivism Reduction RFP**

Chief Heie did not yet have a proposal to bring forward, but noted the 4-year timeline will provide adequate time to develop the 2 RFPs. The RFPs, 1 for \$10,000 and 1 for \$5,000 will be posted on the County website and the group identified NGOs that may have an interest in bringing forward proposals: Remi Vista, HealTherapy, CSC, YMCA and NVCSS.

**9. Consider Sheriff’s Office request to purchase 4 trailers and included equipment from BHS/MHSA for Sheriff’s work crews’ storage, projects and other necessary functions. For a total cost of \$10,000 for all trailers and equipment to be allocated from the primary program fund 2101-203101-1020**

Sheriff Lopey explained that the equipment and trailers being proposed for purchase as important for use in the community service projects. Tina Garcia provided copies of an informational letter and an equipment inventory to the group. A motion was made and seconded to approve Item 9.

**Motion:** Todd Heie

**Second:** Kirk Andrus

**Approved:** The motion carried, with Tina Garcia and Jon Lopey abstaining from the vote.

**10. Consider Sheriff’s Office Request to fund an Extra Help .5 FTE Correctional Services Specialist (CSS) for the Siskiyou County Sheriff Department/Jail in an amount not exceed \$9,000 to be allocated from the primary program fund 2101-203101-1020**

Sheriff Lopey described the work done by the CSS to connect DRC clients with services. The proposed extra help position will assist Chris Taylor who is working .5 FTE. A motion was made and seconded to approve Item 10.

**Motion:** Kirk Andrus

**Second:** William Davis

**Approved:** The motion carried, with Jon Lopey abstaining from the vote

**11. Consider request to reimburse Department of Justice, Fish and Game, Bureau of Narcotics Enforcement and California Highway Patrol for overtime resulting from AB109 Compliance Details. Amount not to exceed a total, combined amount of \$2,500 per fiscal year to be allocated from the primary program fund 2101-203101-1020**

Jennifer Villani described the request from the Summit Team’s participating departments as consistent with the overtime costs reimbursed by CCP for other agencies/departments participating in AB 109 compliance details. A brief discussion ensued regarding the potential to use JAG funds for law enforcement overtime. Group consensus was the JAG funding criteria has changed and this would not be an appropriate use for those funds. A motion was made and seconded to approve item 11.

**Motion:** Todd Heie

**Second:** Jon Lopey

A brief discussion ensued regarding supplanting and Jennifer clarified the request was for overtime was specifically for PRCS details.

**Approved:** The motion carried, with one opposed.

## **12. Discussion and Possible Action regarding purchase of a copy machine for the Day Reporting Center**

Jennifer Villani distributed a document outlining two potential options for a copy/fax/scanner and explained that currently DRC copies are being done at Probation. A brief discussion ensued and Jennifer confirmed a black & white copier would be adequate for DRC needs. A motion was made and seconded to approve the black & white all-in-one copier lease option for the DRC.

**Motion:** Lael Kayfetz

**Second:** Kirk Andrus

**Approved:** Unanimously

## **13. K-9 Program Cost Update**

Jennifer distributed copies of a list of adjusted K-9 program cost estimates. Adjustments included an increased vehicle line item and the cost of a radio, which had not been previously included. Jennifer reported Roo is currently in training and is very promising. It's anticipated he will be ready for duty in July or August. A motion was made and seconded to approve the updated spreadsheet with the increased K-9 program costs.

**Motion:** Kirk Andrus

**Second:** William Davis

**Approved:** The motion carried, with Todd Heie recusing himself from the vote.

## **14. Discussion and Approval of 2015/2016 Updates to Siskiyou County's Public Safety Realignment and Post Release Community Supervision (AB109) Implementation Plan**

Jill reported the workplan had been sent to the voting members for review in advance of today's meeting. Jill reviewed the Plan update document with the group and pointed out areas of change and the areas where updated information still needs to be inserted. Jill asked the group to review changes that had been made to the "Next Steps" section and requested feedback. Jill reviewed the workplan with the group, and noted the updated format, the revision that combined 3 4 goal areas into 2 goal areas, and the use of wording that moves the workplan closer to wording utilized in the annual survey document. Additionally, reporting dates and reporting assignments have been added to the workplan's programmatic elements. This addition establishes a calendar for programmatic reporting at CCP meetings. Attention was brought to the workplan's evaluation areas, and calls for revitalizing the data/evaluation subcommittee and proposes putting an overall evaluations plan into place using an outside evaluator. Jill reported she has just learned of a potential opportunity to work with Shasta College to developing the evaluations component. The College has initiated an evaluations program with a professor who holds a doctorate in evaluations from Cornell University. The professor has expressed an interest in working with CCP and the evaluations committee as part of a class project. The timeline for this opportunity is quite short and the professor would need to present the opportunity to the administration tomorrow. Discussion ensued and consensus was in support of looking into working with Shasta College on evaluations; evaluation was described as key to future funding. Jill agreed to develop a paragraph of interest for Chief Heie's review, and once finalized, will send it to the professor. Other areas to consider involve leveraging to maximize resources, developing awareness of what is happening and being able to integrate with community efforts. One example involves leveraging Medi-Cal dollars for mental health, and ultimately alcohol and drug services. Discussion commenced regarding efforts to develop the Collaborative Courts. It was determined there are 2 current areas of effort, one operational and the other service oriented; the efforts will be integrated. Jill will incorporate the group's input, any revisions and any additions to the plan into a final draft for presentation to the BOS for approval. The timeline for taking the plan to the Board of Supervisors (BOS)

was discussed. A motion was made and seconded to approve the 2015/2016 updates, as amended, to Siskiyou County's Public Safety Realignment and Post Release Community Supervision (AB109) Implementation Plan for presentation to the BOS for their approval.

**Motion:** Todd Heie

**Second:** Tina Garcia

**Approved:** Unanimously

#### **16. Motivational Interview Training**

Jill reported the Behavioral Health Task Group (BHTG) is planning to offer a Motivational Interviewing training in Yreka with funding support from CSC's Blue Shield Foundation grant. Jill has had conversation with UCLA regarding bringing a 1 to 2 day training appropriate for combined disciplines and offer educational units for law enforcement, clinicians, nurses and physicians. Jill described potential training formats, which can be designed in combinations of in person and online components. The cost for 3 UCLA trainers, travel, the venue and food for 100+ participants would be approximately \$9,600. Jill's coordination time for the training would be covered by BHTG funding. Partner organizations are being sought and Jill inquired if CCP had interest in moving forward as a partner organization for a March or April training. Discussion ensued on the importance of Motivational Interviewing and the value of a live, local training. Due to the lateness of the hour, Chief Heie questioned the group to ascertain if there was opposition to participating on this effort. No opposition voiced and support for the training was expressed. Chief Heie said he would work with Jill on the details. Heie reminded the group he is authorized to approve CCP expenditures of up to \$2,500 between meetings, and can do so for this effort, if there is no disagreement. No disagreement was voiced and consensus was to support the planned Motivational Interview training event.

#### **17. Reports on Meetings/Conferences Attended**

No reports were made.

#### **18. Next Meeting--day/time, agenda items**

*The next meeting CCP was scheduled for Thursday April 7<sup>th</sup> at noon in the DRC.*

#### **19. Adjourn**

There being no further business for the Committee to address, by consensus, the CCP meeting was adjourned at 1:49 pm.

Respectfully submitted,  
Sandra Collings