

**SISKIYOU COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)**  
**Special Meeting Minutes**  
**Adult Probation Day Reporting Center**  
**805 Juvenile Lane, Yreka, CA**  
**October 12, 2016**  
**Approved January 11, 2017**

**1. Call to Order/Introductions**

Chief Heie welcomed the group and called the meeting to order at 12:20 pm; the quorum was established and self-introductions were made.

**CCP Executive Committee Members Present:** Todd Heie, Chief Probation Officer; Kirk Andrus, District Attorney; Jon Lopey, Sheriff

**Voting Alternates of the CCP Executive Committee Members Present:** Sarah Collord, Health and Human Services Agency Mary Frances McHugh, Superior Court; Brian Bowles, Yreka Police Department

**CCP Committee Members Present:** Brandon Criss, Board of Supervisors; Coleen Chiles, DA's Victim Witness, Carla Charraga, Siskiyou Domestic Violence & Crisis Center

**Also Present:** Jennifer Villani, Probation; Sandra Collings, Shasta Training and Consulting; Judd Pindell, HealTherapy; Mary Ann Hall, Probation; Lori Wilson, Probation; Jeff Huston, Sheriff's Office; Allison Giannini, Sheriff's Office; Renee McCanna Crane, Superior Court; Judge Karen Dixon, Superior Court

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

Carla noted that October is Domestic Violence Awareness Month and invited the group to SDV&CC's annual Open House. An Open House flyer and awareness materials were distributed.

Chief Heie reported he formally announced his retirement which will be effective the end of April.

**DISCUSSION, POSSIBLE ACTION:**

**3. Approval of July 13, 2016 minutes**

A motion was made and seconded to approve the draft meeting minutes from July 13, 2016.

**Motion:** Mary Frances McHugh

**Second:** Kirk Andrus

**Approved:** Unanimously

**4. Budget Report**

The CCP Budget report was distributed; the report updated through the end of September. Mary Ann Hall reviewed the document with the group and noted with 25% of the year elapsed, extra help is currently over but not anticipated to continue expending at the current rate, overtime is currently over as well and may need to be adjusted. September communications from the State notified of a dramatic reduction in growth funds. Although the 2016/2017 budget was reduced by \$170,000 - expenditures will exceed projected revenue by approximately \$160,000. Chief Heie noted the fund balance can absorb budgeted expenditures that exceed the 2016/2017 allocations, but spending will need to be conservative.

## 5. Report of Chair-approved Expenditures

Chief Heie reported there were no expenditures for the last quarter.

**At this juncture, Chief Heie requested the addition of an emergency item to the agenda. The request had arisen after the agenda had been posted and action is required before the next CCP meeting. The item concerns a requested vendor change in the community-based education program contract. The CSC has asked that First 5 Siskiyou become the vendor for this contract.**

A motion was made and seconded to add an agenda item requesting the current CSC education contract vendor be changed from the CSC to First 5 Siskiyou Children and Families Commission as the need for the item arose after the agenda had been posted and action is required to be taken before the next CCP meeting.

**Motion:** Mary Frances McHugh

**Second:** Brian Bowles

**Approved:** Unanimously

A motion was made and seconded to change the vendor on the current CSC education contract from the CSC to First 5 Siskiyou Children and Families Commission. Kirk Andrus reported the CSC Executive Committee discussed the issue and they encourage approval of the vendor change for program efficiencies.

**Motion:** Mary Frances McHugh

**Second:** Brian Bowles

**Approved:** Unanimously

## 6. Community Recidivism Reduction Grant Update

Chief Heie reviewed the RFP process with the group and reported HealTherapy had submitted the only Community Recidivism Reduction proposal. HealTherapy was awarded the \$10,000 grant per the decision taken at the July meeting, which *“authorized Chief Heie to approve the HealTherapy, Inc. Community Recidivism Reduction grant proposal on the condition that no other applications are received on or before the July 27, 2016 RFP closing date.”*

Copies of the proposal were distributed to the group. Judd Pindell provided an overview of the recidivism reduction program, which will have an equine component and utilize probation program graduates as mentors.

## 7. Approve CCP Letter of Support for Siskiyou County Superior Court’s Application for the Court Innovations Grant Program for Expansion of Collaborative Court to Serve Non-violent Offender Populations Comprised of Veterans and Offenders with Mental Illness within the Existing Framework of the Collaborative Drug/Alcohol Court

Mary Frances provided an overview of the State’s competitive grant opportunity to fund three categories of Court projects: Collaborative Courts, Self-help, Family and Juvenile Courts and Other Efficiencies Across all Types of Courts. Copies of the application cover page and project abstract were distributed and the proposed project was reviewed. Letters of Intent were due in late September and 164 responses were received for the \$20 million in funding. The proposal is due October 31<sup>st</sup> and a letter of support from CCP for the proposal is being requested.

A motion was made and seconded to provide a CCP letter of support to the Siskiyou County Superior Court for the Court Innovations Grant Program application.

**Motion:** Kirk Andrus

**Second:** Todd Heie

**Approved:** Motion carried, with Mary Frances McHugh recusing herself from the vote.

#### **8. Probation Department K-9 Program Update**

Jennifer reported the K-9 team excelled in narcotics detection training. They have conducted seven searches to date and have detected both methamphetamines and marijuana. Roo is available for community needs and in addition to his monthly training, weekly contact with Chuck Pipkin continues. Sheriff Lopey noted the availability of K-9 support increases officer safety and saves time.

#### **9. Consider Approval of Probation Department K-9 Request of an Amount Not to Exceed \$5,000.00 per Year for a Training Fund, and an Amount Not to Exceed \$1,000.00 Per Year to as a Kennel Maintenance Fund, to be Allocated from the Primary Program Fund 2101-203101-1020**

In consideration of the reduction in the growth funds allocation, Chief Heie withdrew this request from consideration.

#### **10. Consider Approval of Sheriff's Office request for Corporal Mike Jackson to Attend Domestic Violence Training to become Certified in the *Bringing Peace to Relationships* Curriculum in an Amount not to Exceed \$1,002.; for Training Costs and Lodging to be Allocated from the Primary Program Fund 2101-203101-1020**

Allison noted with Colby Toms' transfer to the Probation Department, Mike Jackson will need to become certified in the DV curriculum. In an update on the DV program, Allison shared that the program is going well. The program is demanding and graduates have had only technical violations, no DV or other violent offences. Jennifer added that she is looking forward to the program completing the certification process and is eager to share it with others. A Redding Record Searchlight article on the program is anticipated to run during December. Additionally Corporal Jackson has some ideas for new programs that will teach skills that will encourage healthy family activities.

A motion was made and seconded to approve item 10.

**Motion:** Mary Frances McHugh

**Second:** Brian Bowles

**Approved:** Unanimously

#### **11. DRC Firewood Program Update**

Allison distributed a program information sheet and explained how the firewood program operates.

**At this juncture Jennifer noted the Program Fund for agenda item 10 was incorrect. The correct Fund is 2101-203101-1022.**

**Mary Frances McHugh agreed to amend her prior motion to: Approve the Sheriff's Office request for Corporal Mike Jackson to Attend Domestic Violence Training to become Certified in the *Bringing Peace to Relationships* Curriculum in an amount not to Exceed \$1,002.; for Training Costs and Lodging to be Allocated from the Primary Program Fund 2101-203101-1022. Todd Heie seconded the amended motion, which was unanimously approved.**

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

Jennifer shared that Probation officers have been participating in the Breakfast with a Cop program at Jackson Street and Evergreen schools and have been asked to participate in the lunch program. Chief Bowles added the Yreka PD also participates with the schools' program and in the holiday shopping and senior fraud programs.

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

*The next CCP meeting was scheduled for Wednesday January 11<sup>th</sup> at noon in the DRC.*

## **14. Adjourn**

With being no further business to address, by consensus, the CCP meeting was adjourned.

Respectfully submitted,  
Sandra Collings