

SAN MATEO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP

Probation Department
222 Paul Scannell Drive
San Mateo, CA 94402
(650) 312-8816



John L. Maltbie, Acting County Manager
Lee Thompson, County Counsel

Members

Stuart Forrest, Chair*
Chief Probation Officer

Adrienne Tissier
Board of Supervisors

Steve Wagstaffe*
District Attorney

Grace Nelson
District Attorney's
Office: Victims
Representative

Jean Fraser
Health System
Department

Beverly Johnson*
Human Services
Agency

Stephen Kaplan
Behavioral Health and
Recovery Services

John Joy
Human Services
Agency: Employment
Services

Beth Freeman*
Superior Court

John Digiacinto*
Private Defender

Susan Manheimer*
Chief, San Mateo
Police Department

Mike Nevin
Service League

Greg Munks*
Sheriff

Anne Campbell
County Office of
Education

*Executive Committee
Members

EXECUTIVE COMMITTEE March 29, 2012 3:00 pm – 5:00 pm 455 County Center, Room 101, Redwood City

MINUTES

Members Present:

Stuart Forrest, Chair
John Digiacinto
Beth Freeman
Beverly Johnson

Susan Manheimer
Greg Munks
Steve Wagstaffe

Members Absent:

None

Staff Present:

Jim Saco, Budget Office
Lee Thompson, Chief Deputy County Counsel
Melissa Wagner, Probation Department

Attendees:

Chief Robert Lotti, Colma Police Dept. Andy Riesenbergs, RDA
Ken Pessa

1. Call to Order

Meeting was called to order.

2. Public Comment

Speakers recognized by the Chair

Jay Laefer, ACLU, North Peninsula Chapter
Martin Fox, Veterans Advocate

3. Introductions

4. Old Business

On Partnership consensus, minutes for the 01/12/2012 meeting were approved as submitted.

5. New Business

Review and approval of the Local Implementation Plan (LIP)

Chief Forrest facilitated a discussion on the review and approval of the LIP.

In response to a previous request from John Digiacinto to return to the CCP with a brief overview of the operations plan from local law enforcement, Chief Manheimer introduced Chief Robert Lotti to speak to the Collaborative Public Safety Operations.

- Chief Lotti stated that the law enforcement community is divided into four (4) zones: North, South, Central and area controlled by Sheriff's Office. Each zone has its own commander, and each city in those zones has a liaison to the zone commanders who works directly with probation on the reentry program.
- Chief Lotti emphasized that the operation is comprised of three phases:
 - Communication, intelligence gathering and intervention plan
 - Law enforcement and probation plan for those requiring higher scrutiny
 - Proactive and forensic approach to lessons learned
- Susan Manheimer suggested that the CCP recognize the Police Chiefs and Sheriff Association's AB109 Realignment Public Safety Operations, Local Law Enforcement Realignment Partnership, Collaborative Public Safety Operations plan as a resource in framing the Memorandum of Understanding (MOU) that will guide the CCP.
- Beverly Johnson suggested that the Police Chiefs and Sheriff Association's plan be added as an evaluation measure to review the number of probation failures on a quarterly basis.

A **MOTION** was made by Greg Munks to **APPROVE** the San Mateo County AB109 Local Implementation Plan. The **MOTION** was **SECONDED** by Susan Manheimer and carried unanimously.

Review and approval of the FY 11-12 Local Implementation Plan Budget

Jim Saco facilitated a discussion on review and approval of FY 2011-12 AB109 Local Implementation Plan budget and indicated the following corrections/changes to the spreadsheet (handout):

- ◇ Change spreadsheet formatting to reflect FY 2012-13 FTE's
- ◇ Human Services Agency FY 2011-12 has 3.5 FTE's not 4.5. The budget amount associated with that line item is correct
- Jim Saco stated that the total appropriated budget recommended for approval for FY 2011-12 is 17.2 FTE's for \$4,222,902; of that amount, \$459,542 would be set aside in reserves.
- Beth Freeman requested that Mr. Saco provide year-to-date actuals at the next meeting to discuss FY 2012-13 budget. Additionally, she requested justification for amounts in all categories that are not based on actuals.

In response to a question from Beverly Johnson, Jim Saco stated that the FY 2012-13 budget is representative of previous discussions on appropriating the correct split between law enforcement (60%) and administration (30%) with 10 percent slated for grants.

- Chief Forrest commented that the statute does not require the CCP to establish a FY 2012-13 budget.

In response to a previous request made by Beth Freeman, Greg Munks reported that based on the current daily bed rate for the new population in the jail this year, the Sheriff's Offices estimates its year-to-date actuals at approximately \$3.4 million.

- Lee Thompson emphasized that the CCP and the Executive Committee are charged with submitting a plan for FY 2011-12 and to function in an advisory capacity—the extent of that advisory capacity is not expressed in the statute.

In response to a question from Beverly Johnson, Chief Forrest stated the CCP should have sufficient information to create a FY 2012-13 budget template based on the Board of Supervisors' guidance on the FY 2011-12 budget. The Sheriff's Office and the Probation Department will work with the County Manager's Office to construct a draft FY 2012-13 budget and bring that back to the CCP.

- Susan Manheimer, on behalf of local law enforcement, requested formatting changes to the AB109 Proposed Budget FY 2011-12 spreadsheet:

- ◇ Change heading titled Staff Training & Contingency to Local Law Enforcement Collaborative
- ◇ Remove line item titled Training/Local Law Enforcement* (included Crime Analyst position and training)
- ◇ Add line item for Crime Analyst position, which is 1.0 FTE budgeted at \$75,730
- ◇ Add line item for Training budgeted at \$150,000
- ◇ Keep line item for Contingency budgeted at \$459,542

A **MOTION** was made by Greg Munks to **APPROVE** the San Mateo County AB109 Proposed Budget as amended. The **MOTION** was **SECONDED** by Susan Manheimer and carried unanimously.

- Greg Munks suggested agendizing for the next meeting a discussion on clarifying the statutory responsibilities of the CCP and the Executive Committee post plan/budget, and to established a methodology on presenting the budget FY 2012-13.
- Melissa Wagner stated that the 2012 CCP Meeting Schedule will be adjusted to accommodate addressing the FY 2012-13 budget.

CCP Monthly Reports

Sheriff's Office: Greg Munks reported the following:

- All populations of AB109 cases total 323 since October 2011
- Number of sentenced cases 83 since October 2011
- Total days to be served 14,612 since October 2011
- Non-PC1170 total days to be served 27,165
- Percent increase in sentenced days due to PC1170 54% since October 2011
- PRCS cases since October 2011 is 35 case who served 250 days
- Revocation cases since October 2011 is 205 cases, which are expected to serve a total of 7,937 days

6. Adjournment