SAN MATEO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP

Hall of Justice
400 County Center, Redwood City
(650) 363-4123

David S. Boesch, County Manager
John C. Beiers, 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

August 17, 2011 – 3:00 p.m.
Hall of Justice, District Attorney's Conference Room
400 County Center, 3rd Floor, Redwood City

MINUTES

1. Call to Order
Meeting was called to order at 3:05 p.m.

2. Public Comment
Speakers recognized by the Chair:
Martin Fox, Enterprise Risk Manager

David Boesch, County Manager

3. Introductions
Placards to be made for CCP Executive Committee Members for future meetings

4. New Business
A. CCP Background information binders to the Executive Committee Members

B. Interim Plan for October 1st onward
Probation example flowchart documents distributed to discuss process for interagency collaboration.

Speakers recognized by the Chair:
Chief Manheimer, San Mateo Police Chief.
Distributed Police Chief Document, highlighting need for:
1. Transparency and accountability to the public.
2. Proper use of the realignment resources.
3. Adequate supervision of post release felons.
4. Necessity of robust home visits strategy.
5. Importance of not having banked caseloads
6. Role of front line public safety agencies
7. Need for a robust tracking and monitoring process.

Stuart Forrest, Chief Probation Officer
Clarification of discussion/process—Ken Pesso to be CCP facilitator, and work with different agency stakeholders to bring documents to larger partnership group for review and vote

Beth Freeman, Superior Court Presiding Judge
Importance of public confidence in CCP and Local Plan process.

Clarification that revocation process is governed by the California Rule of Court, constitutional due process and other legal requirements and not in the purview of the CCP Committee and the Court will not be vetting its process with the CCP Committee. Court is glad to be part of the flowchart so that the public can be advised about what the process is, once developed.

Court agreement with Steve Wagstaffe, District Attorney, to partner with the District Attorney's Office to create the revocation process.

John Beiers, Deputy County Counsel
Clarification of the Brown Act parameters for formal and workgroup meetings.

Agreement to pursue process of linking the individual agencies flowchart processes to present interim plan to larger CCP group.

C. Local first year funding allocation

Actual costs should be monitored and updates presented to the committee every quarterly.

Legislation dictates that the County Manager's Office create six accounts.

1. Local community corrections account
2. Trial Court account, which the Court will manage
3. District Attorney and Public Defender accounts
4. Juvenile Justice account
5. Health and Human Services account. Will be discussed between departments and some of the providers.
6. Supplemental law enforcement account.

<u>Speakers recognized by the Chair:</u>

Greg Munks, Sheriff
Susan Manheimer, San Mateo Police Chief
John Joy, Director of Program Support, Human Services Agency
David Boesch, County Manager
Steve Kaplan, Director of Behavioral Health and Recovery Services, Health Department
Hong Liu, Fiscal Services Manager, Probation
Jim Saco, Budget Director, County Manager's Office

Recommendations:

1. There are different immediate needs by October 1st. Committee should differentiate between what are the immediate needs vs. longer-term needs.

2. Develop a budget that is based on an implication timeline. Plan for both the short term what is needed by October 1st, and long term needs.
3. First budget should be for 9-month period from October-June 2012.
4. Hong Liu/Probation to create a budget template to make sure everyone describing same way and using the same terminology. Budget template should be distributed to agencies prior to meetings/presentation to CCP.
5. Hong Liu/Probation will collect/consolidate individual agency projected costs Program to present to the CCP as one document to review
6. Ken Pesso will work with Hong/individual agencies to help fashion together a preliminary budget.
7. Build in some accountability measures of success to help set future priorities. Need some shorter term measures to make sure going down right track or not. Not going to have enough recidivism data in a short time to really say whether it's actually working.
8. Time line should have budget document presented to entire CCP on September 14th and then go to the Executive Committee on September 28th for discussion and vote

D. Update regarding RFQ/Planning for Implementation Plan

Clarification that discussion around flowchart processes/budget assumptions form interim plan that addresses Supervisor Tissier's comments along with others from the original CCP meeting that the county have something in place when the first parolees return to localities.

Concurrently, Probation will use CCP decision from 8/3/2011 meeting to issue an RFQ for up the $25,000 to hire a consultant to help CCP consolidate and write the formal local plan that will be reviewed and recommended by the CCP to the Executive Committee and then to the Board of Supervisors for review and approval. Ideally, there should be draft of the RFQ to present at the next Executive Committee meeting so the committee can see it before it goes out and there will be a consultant in place in October.

E. Confirmation of upcoming meeting schedule

Upcoming meeting schedule confirmed. See meeting schedule document.

5. Adjournment

Meeting was adjourned at 4:15 p.m.