

**GLENN COUNTY
COMMUNITY CORRECTIONS PARTNERSHIP**

**MEETING AGENDA
August 3, 2017 – 9:00 AM
Jail Conference Room**

1. **Call to Order and Attendance**
2. **Approval of Minutes from 10/25/16**
3. **Public Comment**

COMMENTS FROM THE FLOOR: At this time, any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the CCP.

COMMENTS ON AGENDA ITEMS: Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation.

4. **Information/Discussion/Action Items**
 - a. Updates (Information)
 - b. Appointment of new CCP members: Chief of Police and Public Defender (discussion/possible action)
 - c. 2017/2018 Budget Submissions (discussion/possible action)
5. **Next Meeting**
6. **Adjournment**

**Posted 7/31/17: Glenn County Board of Supervisors
Glenn County Probation
Glenn County Jail**



GLENN COUNTY PROBATION DEPARTMENT

Brandon D. Thompson - Chief Probation Officer

541 West Oak Street

Willows, California 95988

Office: 530.934.6416 Facsimile: 530.934.6468

GLENN COUNTY COMMUNITY CORRECTIONS

PARTNERSHIP MEETING

October 25, 2016

Minutes

CCP Membership Present: Chief Probation Officer Brandon Thompson, Sheriff Richard Warren, Willows Police Chief Jason Dahl, Court Executive Officer Kevin Harrigan, Public Defender Albert Smith, and HHSA Director Christine Zoppi.

CCP Membership Absent: District Attorney Dwayne Stewart, GCOE Superintendent Tracey Quarne, and Supervisor John Viegas.

Others Present: Deputy Chief Probation Officer Richard Beatty, Lieutenant Loren Bouldin, HHSA Deputy Director Amy Lindsey, Jhan Dunn, Glenn County Office of Education; Glenn Myers, Unity in Recovery; and Sue McDonald, Unity in Recovery.

Call to Order and Attendance: Chief Thompson called the meeting to order at 9:00 a.m., and introductions were made by all present.

Approval of Minutes: Minutes from the July 26, 2016, meeting were distributed and reviewed. Willows Police Chief Jason Dahl moved to approve the minutes, and Amy Lindsey from HHSA seconded the motion. Vote to approve was unanimous.

Public Comment: None

Information/Discussion/Action Items: None

4A: Jhan Dunn shared with the group that GCOE is looking for someone to teach the concealed weapons class, and the job flyer is listed under the GCOE website, under Human Resources. Albert Smith mentioned that his son teaches classes and would have him contact GCOE.

4B: Rick Beatty met with Nancy Callahan and went over probation's case management system to see what data she could collect from our data points given to her previously. Rick had contacted Corrections Software Solutions (CSS) to see if they could give Nancy Callahan access to the system so she could extract the information needed. Rick will be meeting with the other partners as to their data points to see what Nancy would need to gather the information. Amy Lindsey mentioned needing to be clear as to what data is needed, and what system Nancy is needing to get into to gather it, and what information Sheriff Warren can send her. Chief Thompson asked Amy if a separate contract with Nancy would be needed. Amy stated they have a contract with her already and it may be able to be built into the existing contract.

Chief Thompson stated the CCP is required to do data collection. For Probation it would be to gather quantitative data such as number of arrests, number of PRCS offenders who were re-arrested and booked in the county jail,

the number of revocations, and the type of revocations. Amy mentioned the importance of getting together, sooner rather than later to see what we will be collecting.

It is hoped that by the next CCP meeting that they have had the meetings with Nancy, and have gathered the data from the other partner agencies that they want to collect, and start moving forward. It was agreed that the meeting with Nancy Callahan would include Rick Beatty from Probation, Amy Lindsey for HHSA, Sonia Melgarejo from the Sheriff's Office, and Jhan Dunn from GCOE. Rick would be contacting everyone for a time that would be good to meet with Nancy.

4C: Probation and HHSA having been discussing for the past month or so, in getting some assistance in doing assessments of the offenders. The initial assessments currently administered are limited, and probation officers are able to do those to determine the initial risk levels and develop supervision schedules. The more intensive assessments take a minimum of 3 to 5 hours to administer. This information is then pre-populated into a case plan as to what services should be provided to the offender to reduce the likelihood for re-offense. Current staffing levels within probation's AB109 unit limit their ability to conduct the more in depth assessments. Discussion was held about possibly having a mental health clinician, or similar position to conduct the assessments, and develop case plans, as well as direct them to services such as the groups that are being conducted by Al Smith. Amy Lindsey stated that currently they are short on clinicians and her recommendation would be the position most appropriate would be that of a case manager. This person could conduct the in depth assessments and also run groups. Rick Beatty stated this position would allow the probation officers more time to provide direct supervision to offenders in the community

The average cost for a case manager would be approximately \$75,000. Amy discussed the possibility of some of the expenses being billed to MediCal if the offenders are eligible.

It was recommended by Chief Thompson that it be tabled for next meeting in January for further discussion.

4D: Request for additional funding from Glenn Meyers, of Unity House was made. Glenn explained that due to the increase of AB109 participants they have already exhausted the \$6,000 granted for the current fiscal year. After further discussion of the need, and oversight requirements, a motion was made by Sheriff Warren to increase the funding to an additional \$20,000, seconded by Christine Zoppi, pending an on-site inspection of the program/facility by probation. This would bring the contract funding from \$6,000 to \$26,000 for fiscal year 2016/2017. It was also agreed the funding would be retroactive.

Next CCP meeting was scheduled for January 24, 2017 at 08:30 a.m., in the Jail Conference Room.

Motion to adjourn the meeting was made by Chief Dahl, seconded by Sheriff Warren.

Meeting adjourned at 09:47 a.m.

AB 109 Budget			
FY 17-18 AOD			
Revenues			
			Budget
Medi-Cal			3,006
AB 109			65,984
Total Revenue			68,990
Expenses			
	FTE	Salary	Budget
Case Manager @ .56 FTE	0.56	81,527	45,655
Operating			8,000
Indirect			15,335
Total Expenses			68,990
AB 109			
Mental Health			
FY 2017-18			
Revenues			
			Budget
Medi-cal			62,921
AB 109			114,716
Total Revenue			177,637
Expenses			
	FTE	Salary	Budget
MH Staff Costs			115,094
Client Supports			16,500
Operating			14,937
Administration			15,460
Total Expenses			161,991
Direct charge for Room and Office			
			Budget
A-87 Building and Custodial Costs			6,646
Operating Costs			9,000
Includes Water, PG&E, Garbage, Propane, Security and Pest Control			
Total Non Mental Health Charges			15,646
Grand Total MH & Learning Center Expenses			177,637
TOTAL HHSA EXPENSES			246,627
TOTAL ESTIMATED MEDI-CAL			65,927
TOTAL AB 109			180,700
TOTAL REVENUES			246,627
MH Staff Costs			
1 Case Manager @ 0.50 FTE			
1 Case Manager @ .80 FTE			
1 Coordinator @ 0.10 FTE			

Glenn County Probation
17-18 FY
AB 109 Budget Request

Salary and Benefits(1 FTE SPO/3 FTE DPO/.25 ASO/.25 FTE Office Tech/Overtime Exp.)	\$479,751.00
K-9 Expenses (Reduced from 16/17 budget of \$23,193. -\$10,000 reduction.)	\$13,193.00
Safety Equipment	\$6,000.00
Training (When STC funds have been exhausted.)	\$2,000.00
Electronic Monitoring (\$9.50/dy x 365 days x 3 individuals) (Increase of \$3,467.50 from previous years, as we have 3 on EM vs the 2 budgeted in previous fiscal years.)	\$10,402.50
Drug Testing Supplies(520 Tests (10 test per wk x 52 wks) @ \$4.05 per test, totals \$2,106, plus a PAS CMI Intoxicology 5D5 Machine @ \$451.45	\$2,558.00
Office Expenses	\$5,000.00
Case Management System(CSS) (\$575 x 12 months)	\$6,900.00
Vehicle (2017 Ford Explorer	\$40,000.00
Vehicle Expenses(O&M (.20) & Replacement Cost (Approx. .35) .55 @ 14,400 mi./yr., totals \$7,920, plus fuel @ 750 gal (14,400 mi @ 19.20 MPG) @ approx. \$4 = \$3,000 x 2	\$21,840.00
<hr/> Total Funding for 2017-2018	<hr/> \$587,644.50

Glenn County Sheriff's Office
AB 1089/AB118 Budget Request

2017/2018

Salary and Benefits

Position	FTE Percent	Total Salary
Deputy Sheriff	100%	107,002
Overtime	50 hours	2,341
Correctional Sergeant	100%	86,595
Overtime	50 hours	2,462
ServSafe instructor/proctor (two assigned)		25,000
	Sub Total	223,400

Services and Supplies

Safety Equipment	4,000	
Electronic Monitoring (approx 6+- Inmates @ \$6 per day for 365 days)	12,000	
Training	1,000	
Vehicle Expense		
O&M/Replacement Costs (12,000 @ .49 per mile)	5,880	
Fuel (12,000 Mi. @ 15 MPG @ \$4 per gallon)	3,200	
Office Expense	5,674	
(Normal Exp @ 2500 plus 2 computers @ \$2674)		
(Printer FAX Machine @ \$500)		
Communications (Deputy Cell Phone plus service contract)	600	
Special Inmate Clothing (Job Interviews, job requirements, etc.)	1,000	
Special Dept. Expense (Special needs for program)	3,000	
Food and Lodging	1,000	
Other Travel (Registration, etc.)	500	
Household Expense (Mattresses, clothing, etc)	5,000	
Medical - CFMG	40,000	
	Sub Total	82,854
	Total	306,254



Proposal for Unity House sponsored by Unity in Recovery Fiscal period

7-1-2017 to 6-30-2018

Unity House is requesting funds (\$19,974.60) for housing assistance for the AB 109 clients. We are seeking funding to be able to provide continued integral services to individuals and social services agencies.

Project Background and Description

Unity House has been in existence since 2008. We have two houses, one for men and one for women. They have the capacity of housing six people in each house. We are currently the only organization that provides transitional housing in Glenn County. These houses have established relationships and services with Probation, Mental Health and other court systems. Unity House has served over 230 people. We have a high success rate of people maintaining sobriety and integrating successfully back into the community to continue working with the Community Corrections Partnerships in Glenn County's goals of reducing recidivism and public safety.

Desired Goals / Objectives / Outcomes

Our goal is to address the "Disease of Addiction" and Mental Health issues which create dangerous behavioral patterns that affect normal coping skills of everyday life. Drugs and Alcohol Rehabs along with Mental Health Programs begin the process of reprogramming the brain and the person to find the healthy lifestyle choices that will allow them to achieve and continue in their recovery. This important process is one that continues throughout the rest of a recovering person's life. Treatment programs which can last anywhere from 30 days to 6 months is simply not enough time to begin the process of recovery and reintegration into today's society. Our objective is to provide transitional housing also commonly referred to as halfway houses. This is designed to be Sober Living Environment (SLE) for recovering addicts, Alcoholics and qualified Mental Health clients, Native Americans, Veterans coming out of Rehabilitation programs and/or homeless persons needing a healthy and stable lifestyle. Unity House works diligently to provide services that recovering addicts, alcoholics and / or Mental Health clients require in order to maintain their new sobriety.

In order to accomplish the best outcome Unity House will serve as an invaluable tool and will include a recovery fee of \$500.00 per month. This includes room and board, transportation, hygiene, utilities and food. In addition we will assist clients to create their own personal recovery and wellness plan which includes: Transporting clients to 12 step meetings, doctor's appointments and some probation appointments when transportation is available Unity House educates clients on how to utilize the transportation systems. We also include a transitional program that assists clients with the following.

- Birth Certification
- Driver's License / Identification Card
- Social Security Card
- Glenn County for General Assistance, Medical Assistance and Food Stamps
- EDD for employment assistance or other employment training programs
- Transitional Learning Center / Work Experience / Community Recovery & Wellness Center

The transitional program helps clients to learn to set appointments, organize important documents and sometimes clients can reach multiple services in one appointment. This helps our clients to ease into everyday life tasks and gives them a sense of accomplishment and the motivation to be successful in their recovery process.

Participants in Unity House will be partners in community projects

the participants in Unity House will be required achieve the following:

- Enhance their coping skills through group and peer counseling
- Reconnect with their families
- Apply for Social Services benefits
- Locate and maintain stable housing
- Improve educational and vocational skills
- Find and retain meaningful work
- Structure their activities within the community
- Receive intensive community support
- Health and Human Services Agency support and access
- We remind them to register with proper authorities

Through the collaborative community efforts of local agencies the Unity House is working together toward the mutual goals of providing comprehensive and integrated services made available to assist clients to access information, social services and legal resources. Unity House is committed to helping address the needs of the clients and create a plan for the successful transition back into the community.

Program Specifications

The Unity House Program will work conscientiously with clients on Post Release Community Supervision and AB 109, by providing a clean and sober environment that will reduce the risk of re-arrest. The Unity House is fully staffed with an onsite manager as well as a variety of volunteers and mentors to help clients stay accountable to the Unity House and the Post Release Community Supervision Program.

Unity House does random drug testing as a part of our program. Historically, we have found that by testing our clients, it motivates them to re-think relapse and provides accountability to the clients, their peers and the Unity House. We have weekly house meetings that provide our clients the opportunity to use their voice, share ideas and work in harmony as a team to learn what a balanced way of living is all about.

We are honored to have the chance to work in concert with AB 109 / Transitional Learning Center /Work Experience, Probation, Drug Court, Homeless Coalition and Mental Health. Unity House provides individual intense case management services that will improve life skills and benefit the client. Unity House helps to establish community resources by identifying each client's individual needs to personalize their recovery program. Transportation is available when needed and each client is educated on how to use the transportation systems. The Unity House keeps an attendance log to keep the client accountable of where they are going and the client must check in daily as well as report any changes in schedules, the Unity House has a morning meditation program. This teaches the client that spiritual way of being will create more congruence in their life. We do this by each morning having the client do a mediation reading which will enhance their spiritual day and life.

Immediate Notification

Unity House staff immediately notifies the Probation Department of any problems that would jeopardize public safety or offender's continuation in the Unity House program. Problems shall include but not be limited to failure to report and follow daily schedules, failure to participant in required activities, new arrest and other behaviors that might pose a public risk.

Project Beneficiaries

The community will benefit considerably by the Unity House partnering with AB 109 Transitional Learning Center / Work Experiences. Simply because the neighborhoods will have a known clean and sober resource available to them. Additionally, the community will naturally improve because it will address root causes for behavior and other related issues of trauma. These barriers and the lack of services and support make it difficult for individuals to achieve success without becoming repeat offenders. By having Unity House in the community these barriers will be addressed and eventually resolved.

Project Monitoring and Evaluation

During the grant period, Unity House will provide a Project Coordinator who will monitor and evaluate the project enrollment, activity and performance outcome data monthly and submit a monthly report to AB 109, Transitional Learning Center / Work Experience. Results of monthly reports will identify positive and negative trends. Action will be taken to address activities or outputs experiencing shortfalls.

Funding Requested

Unity House is charging \$16.44 per day per client. We are asking for 1,215 days which will equal \$ 19,974.60 which will be invoiced at the end of each month and paid in 30 days of invoicing.

Amount \$ 19,974.60

divided by \$16.44 equal	to 1,215 days	divided by 365 days	3.33 clients for One Year
divided by \$16.44 equal	to 1,215 days	divided by 182 days	6.67 clients for 6 months
divided by \$16.44 equal	to 1,215 days	divided by 92 days	13.25 clients for 3 months
divided by \$16.44 equal	to 1,215 days	divided by 30 days	40.5 clients for 1 month

This is approximately

Funds being used as needed for clients. Going by calendar days 40 ½ Months of It should be about 6 Months per person which would help about 8-10 clients in the fiscal year.

How Funds are to be used

To help with transportation for appointments: (CRWC) community recovery wellness center, parole, probation, doctors, dentist, mental health, court, drug testing and important appointments.

Appliances Used: washer, dryer, vacuum cleaner, refrigerator, stove, microwave, television, DVD player Wi-Fi.

Items supplied for Clients: beds, bedding, sheets & pillow cases & pillows, pots, pans, eating utensils, toilet paper, towels & wash cloths, bar soap, tooth brush & paste, shavers, other toilettes, laundry soap, laundry baskets.