



COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE BOARD MEETING

THURSDAY, SEPTEMBER 28, 2023

Behavioral Health Services Building
2695 South 4th Street, El Centro, CA 92243
Suite E – 2nd floor

All supporting documentation is available for public review in the office of the Imperial County Probation Department located at 324 Applestill Road, El Centro, CA 92243 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday, excluding holidays. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact or call (442) 265-2402.

1. Call to Order

- a. Roll Call
- b. Approval of CCP Executive Meeting Minutes from May 25, 2023

2. Chair's Report

3. Member Updates

- a. District Attorney's Office – Mr. George Marquez
- b. Sheriff's Office – Sheriff Fred Miramontes
- c. Behavioral Health Services – Ms. Leticia Plancarte-Garcia
- d. Public Defender's Office – Mr. Ben Salorio
- e. Calipatria Police Department – Chief Anthony Mara
- f. Superior Court – Ms. Maria Rhinehart

4. Subcommittee Reports

- a. Program & Development
 - ❖ Pre Trial Services Update
 - ❖ DRC Programming Updates
- b. Training
- c. Budget & Fiscal

5. Discussion/Approval(s):

- a. Discussion & Approval of funding for sixth Annual Adult Reentry Summit to be held on November 8th 2023.
- b. Discussion & Approval to obtain estimates for the purchase of two (2) vehicles for the Probation Department's Pre-Trial Services Unit
- c. Discussion & Approval to ratify funding of the following positions:
 - ❖ One (1) Accounting Clerk III
 - ❖ One (1) Administrative Analyst II

6. Agency Updates, Informational Item(s), Announcements

- a. Imperial County Behavioral Health
 - ❖ Behavioral Health Services Mobile Unit Tour
- b. Imperial County Sheriff's Office
- c. Imperial County Probation Department
- d. Geo Group
- e. SMART Recovery
- f. Additional Updates

Meeting Convenes

At 9:30 a.m.

Website:

probation.imperialcounty.org

7. **Public Comment** – *Limited to items that are not on the agenda. Members of the public may speak at this time on any issues of interest to the Community Corrections Partnership (CCP). Comments may also be emailed to joseramirez@co.imperial.ca.us to be read during this period.*
8. **Adjournment / Next Meeting**

**Imperial County Community Corrections Partnership
Executive Board Meeting**

County Administration Building, Rooms C & D

Meeting Minutes

May 25th, 2023

9:30 a.m. – 10:30 a.m.

The Imperial County Community Corrections Partnership & Executive Board met at the County Administration Building, Rooms C & D on Thursday, May 25th, 2023 at 9:30 a.m.

Members Present: Dan Prince, Fred Miramontes, Maria Rhinehart, George Marquez, Anthony Mara

Members Absent: Ben Salorio, Leticia Plancarte-Garcia

Guests: Jose Ramirez, Don Gorham, Sgt. Aaron Arreola, Elizabeth Hester, Carlos Contreras, Elizabeth Sais, Debbie Angulo, Sylvia Bazan, Victoria Mansfield, Cpl. Sergio Romero

Call to Order:

Chief Dan Prince called the meeting to order at 9:30 am and welcomed all attending members and guests. Mr. Jose Ramirez conducted roll call; five of the seven CCP Executive Members were in attendance.

Approval of CCP Meeting Minutes:

a. Approval of CCP Executive Meeting Minutes from April 27, 2023.

After review of the April 27th, 2023 minutes, Sheriff Miramontes motioned to approve the minutes; Chief Anthony Mara seconded the motion; the motion passed unanimously.

Chair Report:

Chief Prince acknowledged Ms. Debbie Angulo who has temporarily returned to the Probation Department to provide assistance with the fiscal department and to provide some coverage for Mr. Romero. Chief Prince also acknowledge Ms. Elizabeth Hester who would be representing Mr. Jimenez for the Program & Development subcommittee report.

Chief Prince added that the Probation Department has officially received a grant for a mobile probation services unit and will be working alongside Behavioral Health and Social Services to provide services to outlying areas of the community. Chief Prince welcomed any other member that would like to partner up with the Department to provide services through the mobile unit.

Member Reports:

a. Imperial County District Attorney's Office

Mr. Marquez stated he did not have any major updates to provide at this time, but noted that his agency is looking to reallocate some of their staff for the CCP.

b. Imperial County Sheriff's Office

Sheriff Miramontes stated he would defer his update to his staff later in the meeting

c. Calipatria Police Department

Chief Mara stated that he had no updates to provide at this time.

d. Superior Courts

Ms. Rhinehart stated that the new courthouse would most likely be ready by August or September and that the Brawley Courthouse would be closed shortly after.

Subcommittee Reports:

a. Program & Development

Ms. Elizabeth Hester reported on behalf of Mr. Fernando Jimenez and stated that the AB109 unit continues to work alongside its stakeholders to ensure their clients stay in compliance. Ms. Hester noted that Probation staff has been utilizing flex scheduling to provide compliance checks after normal work hours. Ms. Hester reported that the Charter School currently has 22 students enrolled, with 8 pending enrollment and on June 7 there will be 12 graduating the program. Ms. Hester added that they recently met with their Sex Offender program facilitator last week and stated that most of the clients that were tested, passed their polygraph test.

b. Training

Ms. Elizabeth Sais stated the committee met earlier this month and would defer the discussion about the action item to later in the meeting.

c. Budget & Fiscal

Ms. Debbie Angulo reported on behalf of Mr. Romero and stated the committee met earlier this month to discuss the current budget item on the agenda.

Discussion/Approval(s):

a. Discussion / Approval of funding for staff to attend the APPA 48th Annual Training Institute held in New York City on August 27-30, 2023.

Ms. Sais stated the Probation Department was requesting funding from the CCP for staff to attend this annual event and noted that generally budget this item for 1-2 staff members from each CCP agency. Ms. Sais added that this conference is good resource for the Probation Department and other CCP agencies due to the great workshops, which included topics on pretrial, mental health, court matters, and a judge panel with a question and answer section. Ms. Sais stated that any staff in the Probation or Corrections field would benefit from this conference.

Ms. Angulo added that based on the current early registration fee, the cost would be \$2,600 per person and for 10 staff that would amount to roughly \$26,100 total. Chief Prince added that this amount would possibly adjust based on the number of staff selected to attend this conference by CCP agencies. Ms. Angulo added that it is important for CCP agencies to send the names of the selected staff to Probation as soon as possible in order to obtain the early registration rate and to get this item approved by the Board of Supervisors.

Ms. Rhinehart moved to approve the participation of 10 CCP representatives for this event; Mr. Marquez seconded the motion; all members voted to approve this item and the motion passed.

b. Discussion / Approval of CCP Budget Fiscal Year 2023-2024

Ms. Angulo stated that the fiscal year 2023-2024 budget prepared by Mr. Romero was \$6.8 million dollars, with one augmentation requested by the Probation Department in regards to vehicle maintenance due to garage cost increases from the County. Ms. Angulo noted a reduction in Professional & Special Services for the Probation Department and would provide an explanation regarding the reduction at a later date.

Chief Prince suggested that due to the current amount of reserves in the budget, the budget should be adjusted to reflect the previous year's figure for Professional & Special Services. Ms. Angulo suggested that the CCP Executive members move to leave dollars as is from last year and any increases would be in salaries and benefits, which would be considered uncontrollable costs. Ms. Angulo added that the CCP also received its annual growth dollars, which were reduced by 10%, and go into an innovation fund which are available to any law enforcement agency making improvements to data processing or innovations. Ms. Angulo noted that the overall budget as presented today would be \$6.8 million with reserves of \$3.8 million, but noted that in reality they currently have 14 million available.

Chief Prince asked if the 6.8 figure should be changed to reflect the higher dollar figure and if Ms. Angulo would be able to provide a best guess estimate for the updated amounts. Ms. Angulo responded and stated that she would suggest that the budget be updated to reflect the previous amounts, but since she currently does not have the exact figures currently she would need to refer back to the 2022-2023 budget to give the exact amount. Ms. Angulo also noted that the base amount that was approved by the BSCC was \$8.1 million.

Ms. Angulo suggested that the committee approve base amount of the allocation for the CCP. Chief Prince agreed that this would be a good idea since this would allow the CCP agencies stay at their current funding level and not have to worry about any reductions.

Ms. Rhinehart motioned to approve the suggestion by Ms. Angulo for the budget; Sheriff Miramontes seconded the motion; the motion passed unanimously.

Agency Updates, Informational Item(s), and Announcements

c. Imperial County Sheriff's Office

Sgt. Arreola reported that they currently have 30 AB109 incarcerated individuals with 5 sentenced to state prison.

d. Imperial County Behavioral Health

Ms. Victoria Mansfield stated that the SUD program received 14 referrals from Probation with 13 admissions and 1 screen out. Ms. Mansfield added that they received 22 court ordered assessments in April and completed 19 with 2 pending and 1 cancelled due to being released. Ms. Mansfield added that they have 22 clients receiving residential treatment consisting of 18 clients from Probation and AB109 and they have 1 bed available at Foundations in Recovery. Ms. Mansfield noted that the SUD caseload has been increasing and currently they have 310 clients.

Ms. Sylvia Bazan reported on behalf of Ms. Maria Ruiz and stated that they have 16 individuals assigned to their mental health rehabilitation technician, consisting of 12 males and 4 females. Ms. Bazan added that they are currently hosting with 5 DVT groups at the county jail, consisting of 3 male groups and 2 female groups, and noted that 1 group graduated recently. Ms. Bazan stated that AB109 currently has 20 active cases assigned to Mr. Hugo Jimenez at the Day Reporting Center.

e. Geo Group

Mr. Carlos Contreras stated that GEO currently has 68 participants enrolled into the program, with 11 co enrolled with Behavioral Health and noted that those 11 have been the most active in the program. Mr. Contreras added that they currently have 16 individuals who are transient, which is the most they have ever had before, and have been providing them with additional services such as clothing and shelter searches. Mr. Contreras noted that they did provide some taxi services to individuals during the bus strike. Mr. Contreras stated they are looking at either June 30th or July 7th for dates for their graduation event at the Day Reporting Center.

Chief Prince inquired about the state of parolee clients and Mr. Contreras responded that they currently have 5 parolee clients enrolled and they have been in contact with one of the parolee agents assigned to this area. Chief Prince added that he had talked with the acting parole chief for California and let her know about the declining number of GEO enrollments for parole clients and was glad to hear about the quick turnaround.

f. SMART Recovery

Mr. Don Gorham stated that SMART is still operating its four face-to-face groups and three online zoom groups, and is looking to expand to Calexico for a Spanish group and a co-occurring group at Behavioral Health. Mr. Gorham stated that he believes that the mobile units being acquired by the Probation Department and Behavioral Health Department should make providing services to the north end of the county a lot easier.

Chief Prince noted that he has been having Adult Supervisors review the caseloads to find opportunities for SMART Recovery referrals and asked Ms. Hester if she had any suggestions regarding the referrals. Ms. Hester suggested that Mr. Gorham provide a document that outlines SMART Recovery services that she can provide to the courts and district attorney's office so it can be reviewed and be suggested more often by the judges and attorneys. Chief Prince suggested that Ms. Hester also reach out to Mr. Everardo Rodriguez, as he is now responsible for the Pretrial Services Unit for additional referral opportunities.

Public Comment:

There were no public comments made at this meeting.

Adjournment:

Chief Prince suggested to the Executive members that the CCP Executive Board meetings take a summer recess and reconvene on September 28th 2023, all members approved of the recess and Chief Prince adjourned the meeting 10:04 a.m.

Imperial County Probation Department

To: CCP Program & Development; Budget & Fiscal; Executive Board

From: The Imperial County Probation Department

Re: The 6th Annual Adult Summit (2023)

Date: 09/06/2023

The Imperial County Probation Department is looking for support and funding for the 6th Annual Adult Summit which is currently planned to be held on **Wednesday, November 8, 2023** at the Imperial County Probation Department. The event will provide workshops and include vendors that will focus on informing adult probationers and incarcerated clients about medical, educational, and employment opportunities available within Imperial County and will include a guest speaker who can connect with attendees.

During the previous Summit event, the Probation Department collaborated with 50 local vendors and provided information to probationers, incarcerated individuals, parole clients and Federal Probation clients. This event will give probationers and justice involved individuals the opportunity to connect with local, private, and public agencies that can better assist them in their journey to rehabilitation and help reduce their chance of recidivating.

Attached you will find the breakdown of costs related to this item. We appreciate your continued support.

Thank you.

Cost Break Down

Items	Cost
Venue @ Probation Department	\$0.00
Speaker	\$6,000.00
Speaker - Lodging	\$350.00
Mileage for Speaker Travel	\$250.00
Food (Provided by GEO)	\$0.00
Drinks	\$500.00
Tables, Chairs, Canopies, etc.	\$1,400.00
Decorations	\$500.00
Misc. Costs	\$2,000.00
Podium	\$1,000.00
Total	\$12,000.00

2022 Attendees

Attendees	
Probationers/In-Custody Inmates	159
Federal Probationers / Parolees	46
Vendors	50
Community Partners	120
Total	375

*** GEO reported they served about 450 plates of food at the event**

The above mentioned total does not include Staff from Probation, Sheriff's Department, Geo Staff (DRC & El Centro Office), Board of Supervisor Members, County CEO, Department Heads from Various County Agencies and Management from ICOE

COUNTY OF IMPERIAL

DAN PRINCE
Chief Probation Officer

ELIZABETH V. SAIS
Assistant Chief Probation Officer



PROBATION DEPARTMENT
JUVENILE HALL

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El Centro, CA 92243

(442) 265-2400
(442) 352-8933 fax

PROBATION DEPARTMENT

August 22, 2023

Board of Supervisors
County Executive Officer
County of Imperial
940 West Main Street
El Centro, CA 92243

Dear Board Members,

Requested Action:

The Probation Department respectfully appeals the County Executive Office's recommendation of the following Change Requests – Budget Augmentations with an updated funding source:

- Augmentation Request 897: Request approval to convert an Administrative Analyst I to Administrative Analyst II under Org Key 1028001-Probation to be funded through Community Corrections (AB109).
- Augmentation Request 949: Request approval fund one (1) vacant/unfunded Account Clerk III allocation in Org Key 1028001-Probation to be funded through Community Corrections (AB109).

Background:

With regard to the denial of augmentation request 897 to convert an Administrative Analyst I to Administrative Analyst II this position will continue to be funded through the Community Corrections Partnership Grant funding at a cost of \$4,070 during the fiscal year 2023/2024 with no impact to the General Fund. The Partnership (AB109) account is carrying significant reserves that will ensure this remains a state-funded position for decades to come. The Admin Analyst II has over the past several years absorbed increasing high-level responsibilities related to new state initiatives, grants, and programs. These include Pre-trial Services, Cal-Aim Care Court, and Mobile Probation Services. All requiring detailed responsibilities grant applications, compiling, analyzing, interpreting and reporting data, and identifying outcome measurements and reporting progress achieved.

In regards to the denial of augmentation request 949 to fill an unfunded, vacant Account Clerk III that was vacated as part of the County Retirement Incentive Program, the Probation Department currently has twenty active org keys in which the responsibility of the clerk is to process accounts payables, payroll and utilities. The position will coordinate related accounting activities with other functions. In addition, this position will sort and distribute checks and invoices, and reconcile the department revolving cash funds. The position will be funded

through the Community Corrections Partnership (AB 109) at a cost of \$32,365 for fiscal year 2023/2024 with no impact to the General Fund. . In the out years, funding will remain under the Community Corrections Partnership Grant (AB 109). Which is carrying significant reserves that will ensure there is no impact to the General Fund for decades to come.

Fiscal Impact:

There will be no additional impact to the General Fund for both requested action items, as Community Corrections (AB 109) funds will be used to offset the cost of \$36,435 to fund both allocations in FY2023-2024 and in subsequent years under Org Key 1028001-Probation (General Fund).

Funds will be transferred from Org Key 1847- Community Corrections (Special Revenue) to Org Key 1028- Probation (General Fund) as follows:

<u>Org Key/Obj Code</u>	<u>Description</u>	<u>DR/CR</u>
1847001-552248	CCP Transfer Out – Probation	36,435
1847001-446010	CCP – State Aid	(36,435)
1028001-501000	Probation – Permanent Salaries	24,081
1028001-501150	Probation – SS Medicare	349
1028001-502000	Probation-Retirement	3,833
1028001-502040	Probation-Pension Bond	486
1028001-502045	Retirement-Health Plan	1,438
1028001-502015	Probation-Group Insurance	6,248
1028001-552080	Probation – Transfer – In	(36,435)

Respectfully Submitted,

Dan Prince
Chief Probation Officer