



AGENDA

IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

Training Subcommittee

THURSDAY, APRIL 4, 2024

Zoom

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.

Zoom Meeting Information:

Meeting ID: 839 1310 6621

Passcode: 606993

Dial-In: 1-669-900-6833

Web Link: <https://us02web.zoom.us/j/83913106621?pwd=Z0k0eGg3M0FhRzJONDoOGVmNEXuUT09>

1. Call to Order

- a. Roll Call
- b. Discussion and approval for the continued use of telecommunication services based on current circumstances and local guidelines for a 30-day period.
- c. Approval of Minutes from March 14, 2024

2. Discussion & Action Item(s)

- a. Discussion / Approval to Fund Travel and Attendance for 12 Staff Members to the APPA 49th Annual Training Institute Conference from June 27-July 2, 2024 in Indianapolis, IN at an estimated cost of \$28,738.92.

3. Agency Updates

- a. Probation Department
- b. Sheriff's Office
- c. SMART Recovery
- d. Child Support Services
- e. Behavioral Health
- f. Additional Updates

4. Informational Item(s) & Announcements

5. **Public Comment** – Limited to items that are not on the agenda. This is an opportunity for Members of the public to speak on any issues within the jurisdiction of the CCP Training Subcommittee. *Public comments may also be submitted in writing and directed to joseramirez@co.imperial.ca.us to be read during this period.*

6. Adjournment / Next Meeting

**Imperial County Community Corrections Partnership
Training Subcommittee**

Zoom

Meeting Minutes

March 14, 2024

9:30 a.m. – 10:30 a.m.

The Imperial County CCP Training Committee met through the telecommunication service Zoom on Thursday, March 14, 2024 at 9:30 a.m.

Members Present: Elizabeth Sais, Don Gorham, Catherine Apalategui, Romero Sergio

Guest(s): Jose Luis Ramirez

Call to Order:

Ms. Elizabeth Sais called the meeting to order at 9:35 a.m. Roll call was conducted through Zoom.

Approval of Telecommunication Services:

After review of the resolution to continue using telecommunication services, Ms. Sais moved to approve the resolution and Mr. Gorham seconded the motion; the motion passed unanimously.

Approval of CCP Meeting Minutes:

After review of the February 8, 2024, minutes, Ms. Sais motioned to approve the minutes, Mr. Gorham seconded the motion; the motion passed unanimously.

Discussion / Action Item(s):

a. Discussion / Approval to Fund Travel and Attendance for 2 Staff Members to the CSAC 307 Realignment 101: Basics of 1991 and 2011 Realignment from April 2-4, 2024 in Santa Ana, CA at an estimated cost of \$1,816.44

Ms. Catherine Apalategui stated that this item would help her, and Ms. Lorraine Martinez, from the County Executive Office, attain a better understanding of the funding requirements and history of the Realignment grant for the Community Corrections Partnership. Ms. Apalategui added that the first day of this class would cover the history and background of the grant and the second day would cover information regarding allocation, forecasting and other financial topics related to realignment.

Mr. Gorham motioned to approve this item; Cpl. Romero seconded the motion; the motion carried and passed unanimously.

Agency Updates:

Probation Department

Ms. Sais stated that the Probation Department is looking to host their Youth Summit in April and they are working to secure a guest speaker for the event and will pass along more information to the other agencies as they finalize the details.

ICSO

Cpl. Romero stated that he had no major updates to provide at this time, but they are looking to start up a Barbering School / Education program at the county jail soon. Cpl. Romero noted they are going to be meeting with the County CEO to figure out the details on how to get the program running and believes this will be a good opportunity for the inmates to pick up a skill that could be useful to them once released.

Ms. Sais stated that Probation has also been looking to set up something similar for the Juvenile Hall youth and would be open to any sort of collaboration or information sharing for this type of program.

SMART Recovery

Mr. Gorham stated that SMART is doing well and they are looking to host a public forum regarding fentanyl later in the year.

Informational Item(s), and Announcements:

There were no additional announcements were made at this meeting.

Public Comment

There were no public comments made at this meeting.

Adjournment:

Ms. Sais adjourned the meeting at 10:23 a.m. The next CCP Training Subcommittee meeting would be scheduled for next month on Thursday April 4, 2024 at 9:30 am.

DRAFT



American Probation and Parole Association
49th Annual Training Institute | Indianapolis, IN
In Person | June 28 - July 1, 2024
Virtual | June 25 - July 25, 2024

[RESERVE ROOM](#) [SPONSORS](#) [EXHIBITORS](#)

[Register Now](#)



INDIANAPOLIS, IN | JUNE 28 - JULY 1, 2024

SEE YOU THERE IN...

100 14 41 20

DAYS HOURS MINUTES SECONDS

APPA 49th Annual Training Institute
Indianapolis, IN
June 27-July 2, 2024

| | 12 Attendees | |
|--------------|--------------|--------------|
| Airfare | \$ 662.96 | \$ 7,955.52 |
| Lodging | \$ 742.95 | \$ 8,915.40 |
| Per Diem | \$ 414.00 | \$ 4,968.00 |
| Registration | \$ 475.00 | \$ 5,700.00 |
| Shuttle/Misc | \$ 100.00 | \$ 1,200.00 |
| Total | \$ 2,394.91 | \$ 28,738.92 |



COUNTY OF IMPERIAL - AUTHORIZATION FOR TRAVEL AND EXPENSES FORM

A.) TRAVEL REQUEST

Org Key: 1836001 Object Code: 531040

Department / Board (if applicable): PROBATION Date: 6/27/2024
Name of Payee: to be determined X/2 Payee Vendor #:
Departure Date: 06/27/2024 Departure Time: 6:00 am
Return Date: 07/02/2024 Return Time: 6:00pm
Destination (include complete address): 10 S. West St. Indianapolis, IN 46204
Organization / Sponsor: American Probation & Parole Association
Reason for Travel: 49th Annual Training Institute

B.) APPROVAL OF TRAVEL

C.) FINAL CLAIM (receipts required)

Check X if Prev. Paid

Transportation: Airfare X \$ 662.96
Vehicle: County X Private
mileage 239.2 @ .655 \$ 156.68
Rental Car: \$ 0.00
Lodging Hotel:
nights 5 @ rate \$ 148.59 \$ 742.95
Meals: Per Diem Method (Complete Per Diem Schedule)
Days x Per Diem rate \$ 69.00 \$ 0.00
Meals: Actual Method (Complete Per Diem Schedule)
Breakfast \$ 16.00 x 6 days \$ 96.00
Lunch \$ 17.00 x 6 days \$ 102.00
Dinner \$ 31.00 x 6 days \$ 186.00
Incidental \$ 5.00 x 6 days \$ 30.00
Registration: \$ 475.00
Other Expenses:
Taxi & Shuttles (receipts) \$ 50.00
Other: MISC. \$ 50.00

Transportation: Airfare (receipts) \$ 0.00
Vehicle: County Private
Private- actual mileage @ \$ 0.00
Rental Car: (receipts) \$ 0.00
Lodging Hotel: (receipts)
nights @ rate \$ 0.00
Meals: Per Diem Method
Days x Per Diem rate \$ 0.00
Meals: Actual Method
Breakfast \$ x days \$ 0.00
Lunch \$ x days \$ 0.00
Dinner \$ x days \$ 0.00
Incidental \$ x days \$ 0.00
Registration: \$ 0.00
Other Expenses:
Taxi & Shuttles (receipts) \$ 0.00
Other: \$ 0.00

Total Estimated Expenses: \$ 2,551.59

Total Expenses: \$ 0.00

Funded from other Sources: Yes No
Approved Declined (see comments)

Previously Paid: check (X) if item was paid: \$ 0.00
Amount to be Reimbursed: \$ 0.00

Comments:

Claimant:

I hereby certify that the above claim and the items as therein set out are true and correct, that no part has been presented in a prior claim and that the same is presented within 60 days after the last item has accrued or that this is an itemized account of travel expense.

I hereby certify that the travel detailed above was directed by me for the benefit of my department and was authorized in accordance with law and ordinances and resolution of the Board of Supervisors and that the claimant is an officer, employee or agent of my department.

Claimant Signature Date




Department Head Signature Date

Department Head Signature Date

APPROVED FOR PAYMENT - AUDITOR-CONTROLLER Date

Trip & Price Details

 **Flight** Modify

| | | |
|--|---|--|
| <p> Thu 6/27</p> <p># 1288 / 834</p> <p>SAN → IND</p> <p>10:40 AM → 7:15 PM</p> <p>5 hr 35 min</p> <p>1 stop </p> <p><u>Wanna Get Away Plus</u></p> | <p># 4235 / 3959</p> <p>IND → SAN</p> <p>11:05 AM → 3:05 PM</p> <p>7 hr 0 min</p> <p>1 stop </p> <p><u>Wanna Get Away Plus</u></p> | <p>Price</p> <p>Payment</p> <p>Confirmation</p> |
| <p>Price per Passenger \$570.94</p> <p>Taxes and fees per Passenger \$92.02</p> <hr/> <p>Total per Passenger \$662.96</p> <p>Passenger(s) x1</p> | <p>Flight total \$662.96</p> | |

or from \$65/mo*
with **uplift** [Learn more](#)

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.

**324 Applestill Rd
to San Diego International Airport (SAN)**

1 hr 47 min

119.6 miles

IRS reimbursement: **\$78.35**

$\frac{119.6 \times 2}{1} = 239.2$



Head south on Applestill Rd. Go for 197 ft.

Then 0.04 miles



Continue on Hospital Loop N. Go for 0.1 mi.

Then 0.1 miles



Turn left onto S Clark Rd. Go for 0.3 mi.

Then 0.3 miles



Turn left onto W McCabe Rd. Go for 3.5 mi.

Then 3.5 miles



Turn right onto Forrester Rd (CR-S30). Go for 1.5 mi.

Then 1.5 miles



Turn left and take ramp onto I-8 W (Kumeyaay Hwy) toward San Diego. Go for 109 mi.

Then 109.2 miles



Take exit 2B onto I-5 S (San Diego Fwy). Go for 2.2 mi.

Then 2.2 miles



Take exit 18A toward Sassafras St/San Diego Airport onto Kettner Blvd. Go for 1.2 mi.

Then 1.2 miles



Turn right onto W Laurel St. Go for 0.3 mi.

Then 0.3 miles



Keep right toward San Diego Airport. Go for 0.2 mi.

Then 0.2 miles



Continue on N Harbor Dr. Go for 0.7 mi.

Then 0.7 miles



Keep left onto N Harbor Dr. Go for 0.2 mi.

Then 0.2 miles



Turn right. Go for 0.1 mi.

Then 0.1 miles



San Diego International Airport (SAN)

3225 N Harbor Dr, PO Box 120488, San Diego, CA 92101

American Probation & Parole Association

June 21, 2024 - July 5, 2024

[Extend your stay](#)

Use calendar to manage your stay dates

<

Check-out

| | | | | | | |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Mon Jun 24 USD 127.00 | Tue Jun 25 USD 127.00 | Wed Jun 26 USD 127.00 | Thu Jun 27 USD 127.00 | Fri Jun 28 USD 127.00 | Sat Jun 29 USD 127.00 | Sun Jun 30 USD 127.00 |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|

Check-in

| | | | | | | |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Mon Jul 01 USD 127.00 | Tue Jul 02 USD 127.00 | Wed Jul 03 USD 127.00 | Thu Jul 04 USD 127.00 | Fri Jul 05 USD 127.00 | Sat Jul 06 USD 127.00 | Sun Jul 07 USD 127.00 |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|

>

Available

Selected

Event

Unavailable

① Waitlist

Reservation Summary

| | |
|---------------------------------|-------------------|
| Check-in | Thu, Jun 27, 2024 |
| Check-out | Tue, Jul 2, 2024 |
| Rooms | 1 |
| Guests per room | 1 |
| JW MARRIOTT INDIANAPOLIS | |
| ROOM 1 | |
| 1 King or 2 Queen Bedded Rooms | USD 635.00 |
| 1 adult, 5 nights | |
| Change rooms | |
| Subtotal | USD 635.00 |
| TAXES & FEES | |
| Room Tax (17.0% per night) | USD 107.95 |
| Grand Total | USD 742.95 |

[Edit reservation](#)

[Next](#)

49th Annual Training Institute REGISTRATION FORM



IN PERSON | JUNE 28 - JULY 1, 2024

VIRTUAL | JUNE 25 - JULY 25, 2024

Want to attend at a discounted rate?

Purchase an individual or student membership with your registration and take advantage of the reduced member registration rate*!

Add your selected membership cost to the "Grand Total" at the bottom.

*Membership rates pay for 1-year of APPA membership.

Individual - \$50

Student - \$25

Institute Registration Rates

| REGISTRATION TYPE | In-Person Registration Rates | | Virtual Registration Rates | |
|---------------------|--|--------------------------------|--|--------------------------------|
| | Through June 3 | After June 3 | Through June 3 | After June 3 |
| Student Member | <input type="checkbox"/> \$195 | <input type="checkbox"/> \$225 | <input type="checkbox"/> \$99 | <input type="checkbox"/> \$99 |
| Individual Member | <input type="checkbox"/> \$460 | <input type="checkbox"/> \$512 | <input type="checkbox"/> \$146 | <input type="checkbox"/> \$195 |
| Non-Member | <input type="checkbox"/> \$525 | <input type="checkbox"/> \$575 | <input type="checkbox"/> \$195 | <input type="checkbox"/> \$245 |
| Agency Member* | <input type="checkbox"/> \$475 | <input type="checkbox"/> \$535 | *Individual Virtual Registration not Available | |
| Guest Pass* | <input type="checkbox"/> \$315 x _____ (# of guests) *This rate is available to immediate family members not employed in the corrections field. | | *Virtual Registration not Available | |
| Single Day* | <input type="checkbox"/> \$235 Saturday <input type="checkbox"/> \$235 Sunday <input type="checkbox"/> \$110 Monday | | *Virtual Registration not Available | |
| Intensive Sessions* | <input type="checkbox"/> \$50 Friday 8am-12pm <input type="checkbox"/> \$50 Friday 1pm-4pm | | *Virtual Registration not Available | |

Virtual Registration Rates for Agency Groups

| # of Staff | Member Agency Rates | | Non-Member Agency Rates | |
|------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| | Through June 3 | After June 3 | Through June 3 | After June 3 |
| 25 | <input type="checkbox"/> \$2,250 | <input type="checkbox"/> \$3,425 | <input type="checkbox"/> \$3,425 | <input type="checkbox"/> \$3,795 |
| 65 | <input type="checkbox"/> \$5,225 | <input type="checkbox"/> \$8,525 | <input type="checkbox"/> \$8,525 | <input type="checkbox"/> \$9,975 |
| 125 | <input type="checkbox"/> \$9,725 | <input type="checkbox"/> \$15,525 | <input type="checkbox"/> \$15,525 | <input type="checkbox"/> \$18,975 |
| 200 | <input type="checkbox"/> \$15,225 | <input type="checkbox"/> \$20,225 | <input type="checkbox"/> \$25,725 | <input type="checkbox"/> \$30,025 |

To designate which staff are to attend, please fill out: <https://form.jotform.com/appaforms/2024-Indy-Agency-Group>

Registration Info PLEASE PRINT CLEARLY

Agency / Organization Name: _____

First Name: _____

Last Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Phone: _____

Email: _____

Check if same address

Agency / Organization Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Phone : _____

Email *: _____

*The above email address is what the registrant will use to log-in.

GRAND TOTAL \$ _____

Account Code: Indianapolis, 13059-43000

PAYMENT Make checks payable to American Probation and Parole Associations or APPA

Check Enclosed

Government Purchase Order Enclosed

PO#: _____

In-Person Refund Policy

A full refund, less a \$50 processing fee, is available until June 3, 2024. No refunds are available after June 3, 2024. In order to receive a refund, written requests must be sent to the APPA Training Institute, c/o The Council of State Governments, 1776 Avenue of the States, Lexington, KY 40511 or emailed to kimberly.mills@csg.org. All requests for the refunds must be postmarked or emailed by June 3, 2024.

Virtual Refund Policy

Due to the cost of the virtual training institute platform, no refunds will be issued.

Send Your Registration Form and payment via Mail

American Probation and Parole Association
c/o Council of State Governments
1776 Avenue of the States
Lexington, KY 40511

For credit card payments or questions, contact Kimberly Mills at 859-244-8204 or kimberly.mills@csg.org