



## AGENDA

### IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

#### Budget and Fiscal Subcommittee

THURSDAY, APRIL 18, 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:** 813 8804 0596

**Passcode:** 461557

**Dial-In:** 1-669-900-6833

**Web Link:** <https://us02web.zoom.us/j/81388040596?pwd=eEphMjNKNHVncERCTFZxSi95ZHdwZz09>

#### 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 CCP Meeting Minutes from March 21, 2024

#### 2. Discussion & Action Item(s):

- a. Discussion / Approval to Fund Travel and Attendance for 12 Staff Members to the **APPA 49<sup>th</sup> Annual Training Institute Conference** from June 27-July 2, 2024 in Indianapolis, IN at an estimated cost of \$28,738.92.
- b. Discussion / Approval to fund one (1) ICSO Correctional Service Assistance (CSA) III position.
- c. Discussion / Approval to fund one (1) Supervisory Probation Officer to oversee the Collaborative Courts and Sex Offender Units.
- d. Discussion / Approval to Fund one (1) Pretrial Service Specialist, one (1) Probation Assistant, and one (1) Deputy Probation Officer II for the Pretrial Services Unit.

#### 3. Agency Updates

- a. Probation – Catherine Apalategui
- b. Sheriff's Office – Raquel Leal
- c. District Attorney's Office – Ivonne Peraza, Jose Flores
- d. Public Defender – Karla Armstrong
- e. Behavioral Health – Christian Gonzalez
- f. Human Resources – Eleanor Barraza
- g. County Executive Office – Mayra Widmann, Lorraine Martinez

#### 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 Budget & Fiscal Subcommittee.

**Meeting Convenes**

**At 1:30 p.m.**

**Website:**

[www.co.imperial.ca.us](http://www.co.imperial.ca.us)

*Public comments may also be submitted in writing and directed to [joseramirez@co.imperial.ca.us](mailto:joseramirez@co.imperial.ca.us) to be read during this period.*

**6. Adjournment / Next Meeting**

**Imperial County Community Corrections Partnership  
Budget & Fiscal Subcommittee**

**Meeting Minutes**

March 21, 2024

1:30 p.m. – 2:30 p.m.

Zoom

The Imperial County CCP Budget & Fiscal Subcommittee met through the telecommunication service Zoom on Thursday, March 21, 2024, at 1:30 p.m.

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**Members Present:** Jose Flores, Karla Armstrong, Catherine Apalategui, Ivonne Peraza, Mayra Widmann, Christian Gonzalez, Lorraine Martinez, Vanessa Lopez

**Guest(s):** Jose Luis Ramirez

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**Call to Order:**

Ms. Apalategui welcomed the attending members and guests and called the meeting to order at 1:30 p.m. Roll call was conducted over Zoom.

**Approval for continued use of telecommunication services:**

Ms. Apalategui reviewed the recommendation for the extension of online meetings; Mr. Christian Gonzalez motioned to approve the extension; Ms. Mayra Widmann seconded the motion; the motion passed unanimously.

**Approval of CCP Meeting Minutes:**

After review of the February 15, 2024 minutes, Ms. Lorraine Martinez motioned to approve the minutes; Mr. Jose Flores seconded the motion; the motion passed unanimously.

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**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. Apalategui stated that the Probation Department was requesting CCP funding to send two staff members to attend this event in Santa Ana, California next month. Ms. Apalategui noted that this two day training event would cover information regarding the history and rationale behind the Realignment bills passed by California and stated that this training would help participants gain a better understanding on how to handle projections, overview, and planning of the funding received from the bill. Ms. Apalategui added that this also gives participants an opportunity for networking with other county business staff that can share information on how other counties handle their funds.

Ms. Widmann motioned to approve this item, Mr. Gonzalez seconded the motion; the motion passed unanimously.

**Agency Updates:**

**a. Probation Department**

Ms. Apalategui stated that Probation is working on the upcoming budget due to the new budget season and noted that Ms. Debbie Angulo is still assisting her with the transition into the role as Business Manager and will also be helping with the upcoming budget. Ms. Apalategui noted that if there are any outstanding receipts to submit to the Probation Department as soon as possible.

**Informational Item(s) and Announcements:**

No additional informational items or announcements were made.

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**Public Comment**

There were no public comments provided at this meeting.

**Adjournment:**

Ms. Apalategui adjourned the meeting at 1:50 p.m. The next CCP Budget & Fiscal Subcommittee meeting would be scheduled for April 18<sup>th</sup> 2024 at 1:30 PM

The 2024 Summer Training Institute of the American Probation and Parole Association (APPA) is taking place in Indianapolis, IN, June 27- July 2. The training institute will expand community corrections knowledge; allow participants to obtain take-aways that will enhance my understanding of proven resources and supervision techniques; and expose participant to verified offender case management/intervention strategies.

Numerous workshops will be offered focusing on topics related to best practices, current trends, emerging research, and policies that support effective program development and evaluation. The training institute will also provide networking opportunities to interact with and learn from other likeminded professionals. It should be noted that APPA is offering unique training tracks including Medicated-Assisted Treatment (MAT), Tribal Probation, and Reducing Revocations. These special training components will help participants build a better understanding of the unique challenges substance dependent clients face, expand knowledge of the needs of individuals supervised in tribal communities, and learn what others are doing to reduce the number of revocations due to technical violations.

Following the training institute, participants will be able to share information about best practices, contacts, resources, tools, and trends with local partners and agencies. The registration cost to attend the institute is:

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 \$ 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
Total Estimated Expenses: \$ 2,551.59

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

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

Comments:

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: 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.

Claimant Signature Date

Department Head Signature Date

Department Head Signature Date

APPROVED FOR PAYMENT - AUDITOR-CONTROLLER Date



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

# Trip & Price Details

**Flight** Modify

	<b>Thu 6/27</b>	# 1288 / 834 <b>SAN</b>	→	<b>IND</b>	5 hr 35 min	1 stop	<u>Wanna Get Away Plus</u>		
		10:40 AM		7:15 PM				Price per Passenger	<b>\$570.94</b>
								Taxes and fees per Passenger	<b>\$92.02</b>
								Total per Passenger	<b>\$662.96</b>
								Passenger(s)	<b>x1</b>
	<b>Tue 7/2</b>	# 4235 / 3959 <b>IND</b>	→	<b>SAN</b>	7 hr 0 min	1 stop	<u>Wanna Get Away Plus</u>		
		11:05 AM		3:05 PM				<b>Flight total</b>	<b>\$662.96</b>

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
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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
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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	
<b>Subtotal</b>	<b>USD 635.00</b>
<b>TAXES &amp; FEES</b>	
Room Tax (17.0% per night)	USD 107.95
<b>Grand Total</b>	<b>USD 742.95</b>

[Edit reservation](#)

Next



# FY 2024 Per Diem Rates for Indianapolis, Indiana

## Meals & Incidentals (M&IE) rates and breakdown

<b>Primary Destination</b>	<b>County</b>	<b>M&amp;IE Total</b>	<b>Continental Breakfast/Breakfast</b>	<b>Lunch</b>	<b>Dinner</b>	<b>Incidental Expenses</b>	<b>First &amp; LastDay of Travel</b>
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25
Indianapolis / Carmel	Marion / Hamilton	\$69	\$16	\$17	\$31	\$5	\$51.75

6/27/2024	6/28/2024	6/29/2024	6/30/2024	7/1/2024	7/2/2024
B 16	16	16	16	16	16
L 17	17	17	17	17	17
D 31	31	31	31	31	31
I 5	5	5	5	5	5
69	69	69	69	69	69
69 \$ 414.00					

# 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	Member Agency Rates	Non-Member Agency Rates
	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](mailto: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](mailto:kimberly.mills@csg.org)



# IMPERIAL COUNTY SHERIFF'S OFFICE

**Fred Miramontes**

SHERIFF•CORONER•MARSHAL



**To:** CCP Committees

**From:** Imperial County Sheriff's Office

**Date:** March 28, 2024

**Subject:** Request approval to fund a new Correctional Service Assistant III position through the CCP programming funds.

Dear Committee Members,

**Request Action:**

It is respectfully requested that the Committee take the following action:

- 1) Request Approval to Fund a new Correctional Service Assistant III position through CCP funds.

**Background:**

The Imperial County Sheriff's Office is requesting CCP to approve the funding of a new CSA III position. This position would oversee all AB-109 Incarcerated Persons as well as other populations to ensure our incarcerated persons are signed up for Med-Cal services before the 90 days of release and the day of release.

The CSA III position would provide basic case worker duties for our AB-109 population through discharge planning, meeting all Cal-Aim state requirements, and managing AB-109 incarcerated persons' progress toward reentry.

The CSA III would act as a liaison and coordinate the delivery of educational, vocational, and rehabilitative programming to our population during their in-custody period. They will arrange assessments of the need to identify referral sources to assist our incarcerated persons in the resolution of their issues.

The CSA III would track our population's progress and coordinate services with Behavior Health, Recovery Services, Probation, and Services at the Day Reporting Center.

**Fiscal Impact:**

1. Approve to add and fund one (1) Correctional Services Assistant III – allocation, Range 225 (\$3,595 - \$4,594).

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Juan Chavarin", with a horizontal line extending to the right.

Juan Chavarin

Corrections Captain



## Imperial County Probation Department Collaborative Court Position Justification

Collaborative Justice Courts, also known as problem-solving courts, are specialized judicial forums designed to address underlying issues contributing to criminal behavior through a collaborative and rehabilitative approach. Unlike traditional courts that focus primarily on punishment, collaborative justice courts emphasize collaboration among justice system stakeholders, social service agencies, and community resources to address the root causes of criminal behavior.

These courts aim to break the cycle of crime by addressing issues such as substance abuse, mental health disorders, homelessness, and unemployment, which often contribute to criminal activity. By adopting a problem-solving approach, collaborative justice courts seek to provide offenders with the necessary support and resources to address their underlying issues and prevent future criminal behavior.

One of the key features of collaborative justice courts is their multidisciplinary approach. Judges, prosecutors, defense attorneys, probation officers, social workers, mental health professionals, and community representatives work together to develop individualized treatment plans tailored to the specific needs of each participant. These treatment plans often include a combination of counseling, substance abuse treatment, job training, education programs, and housing assistance.

Another hallmark of collaborative justice courts is their use of alternative sanctions and incentives to encourage compliance and positive behavior change. Rather than relying solely on incarceration, these courts may utilize community service, drug testing, curfews, and other measures to hold offenders accountable while promoting rehabilitation and reintegration into society. By addressing the underlying issues driving criminal behavior and providing access to treatment and support services, these courts offer a promising alternative to traditional punitive approaches. Overall, collaborative justice courts represent a progressive and innovative approach to criminal justice that prioritizes rehabilitation, community collaboration, and long-term public safety.

On February 13, 2024, the Imperial County Superior Court celebrated the grand opening of the Imperial County Collaborative Justice Court (CJC), which was created in accordance with state laws for alternatives to incarceration and restorative practices to reduce recidivism and enhance public safety. The CJC offers three alternative treatment courts for eligible participants: Mental Health Court, Veterans Court, and Drug Court. Eligible participants have the opportunity for intensive supervision and treatment to address underlying issues that are a direct nexus to the criminal conduct, such as combat PTSD, substance use disorders, and mental health disorders.

In light of the newly created collaborative courts, the presence of a Supervisory Probation Officer is essential to ensure the effective functioning of these specialized judicial programs. Collaborative courts, designed to address the complex needs of individuals involved in the criminal justice system, require a multidisciplinary approach that integrates various professionals, including judges, attorneys, and social workers. A Supervisory Probation Officer

Imperial County Probation Department  
Collaborative Court Position Justification

brings a unique perspective, grounded in experience with probationary processes and offender rehabilitation. Their role involves overseeing case management, facilitating communication among stakeholders, and monitoring participants' compliance with court mandates. With their expertise in navigating probationary requirements and understanding the challenges faced by individuals under supervision, a probation officer supervisor plays a pivotal role in fostering collaboration, promoting accountability, and ultimately enhancing the success of participants in collaborative court programs.

Additionally, this position will also assist in supervising the Sex Offender Unit. The Supervisory Probation Officer will oversee the complex dynamics inherent in sex offender cases, ensuring adherence to protocols, and fostering effective rehabilitation strategies (i.e. Containment Model). Their expertise is invaluable in coordinating with other law enforcement agencies, mental health professionals, and community stakeholders to mitigate risks and promote public safety. Given the sensitive nature of sex offender cases and the potential for recidivism, a supervisor brings a depth of experience and specialized training necessary to navigate the nuanced challenges of supervising this population. They provide critical guidance to probation officers handling these cases, offering support, mentorship, and resources to facilitate comprehensive assessment and treatment plans tailored to each individual. In essence, a probation officer serving as a supervisor within the sex offender unit acts as a linchpin in safeguarding communities while facilitating the rehabilitation and reintegration of offenders into society.

Therefore, to address this new program need, the Probation Department seeks to request one (1) Supervisory Probation Officer to oversee the Collaborative Courts and Sex Offender Units.

**Salaries & Expenditures:**

Supervisory Probation Officer Salary:	\$114,553.41
SPO Core:	\$3000.00
Office Equipment:	\$1500.00
Office Furniture	\$2000.00
Vehicle (Traverse)	\$40,000.00
<b>Grand Total:</b>	<b>\$161,053.41</b>

**Salaries:**

Position Requested	Status	Range & Step	Hourly Rate	Bi-weekly Salary	Annual Salary	Medicare 1.45%	County Contrib. Retirement 17.43%	Safety county Contrib. Retiremer 33.94%	Pension Obl. Bond 1.66%	Pension Obl. Bond Safety 2.18%	Retiree Health Benefits 6.04%	Group Medical Per Pay Period Cost \$432.77	Dental/Vision Per Pay Period Cost \$31.15	Va Life Sity management only	Total Expenditure Fiscal Year 2024-2025
Supervisory Probation Officer	NG	322	\$ 34,58264	\$ 2,766.61	\$ 71,931.89	\$ 1,043.01		\$ 24,413.68		\$ 1,568.12	\$ 4,344.69	\$ 11,282.02	\$ 809.90		\$ 114,553.41
<b>\$ 114,553.41</b>															

FY24/25  
Cost @ 60%  
68,732.05

**68,732.05**

**One Time Expenses:**

Position Requested	Status	SPO Core	Office Equipment	Office Furniture	Vehicle Traverse	Total Expenditure Fiscal Year 2024-2025
Supervisory Probation Officer		\$ 3,000.00	\$ 1,500.00	\$ 2,000.00	\$ 40,000.00	\$ 46,500.00
<b>Grand Total</b>						<b>\$ 161,053.41</b>

**115,232.05**

**2024-2025 - Employer Contribution Rates - Retirement-POB-Retiree Health**

Member Category	2024-2025 Basic Employer Contribution Rate	Pension Obligation Bond	Retirees Health Benefits*	2024-2025 Total Employer Contribution Rate
General-Legacy	20.52%	1.68%	6.04%	28.24%
Safety-Legacy	30.93%	2.18%	6.04%	39.15%
General-New 2013	17.43%	1.68%	6.04%	25.15%
Safety-New 2013	33.94%	2.18%	6.04%	42.16%

## **Imperial County Probation Department Pretrial Positions Justification**

In March 2021, the California Supreme Court rendered a decision declaring the state's bail system as unconstitutional under both federal and state laws. This ruling mandates that judges take into account an individual's financial capability when determining bail amounts. Moreover, detention should only be considered when no other less restrictive measures can ensure the individual's court appearance and public safety. Consequently, there is a presumption of release for each case presented during arraignment. This landmark decision, known as *In re Humphrey*, effectively eliminated cash bail as the sole determinant for release for those unable to afford it. In response to this legal transformation, the Imperial County Probation Department established a Pretrial Services Unit in May 2021. This unit collaborates with the Imperial County Superior Court to implement and oversee ongoing court programs aimed at facilitating safe, fair, and timely pretrial release for incarcerated individuals.

The primary objective is to equip courts with information and resources supporting judicial officers in making pretrial release decisions that impose the least restrictive conditions while addressing public safety concerns and ensuring individuals' return to court. This initiative also involves implementing appropriate monitoring practices and providing services for individuals upon their release. Consequently, the workload of the Probation Department has significantly increased post the Supreme Court decision. The Department is now mandated to conduct *Humphrey's* investigations and submit progress reports for each defendant. Additionally, risk assessments are conducted which predicate release or continued incarceration.

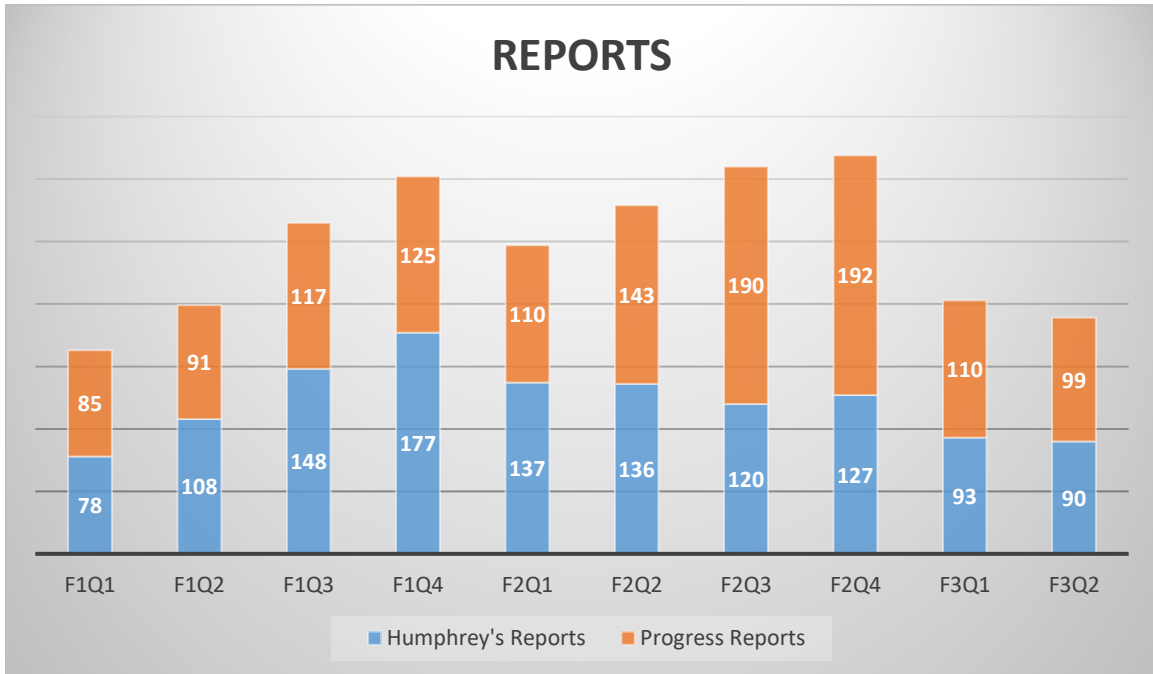
Superior Court Judges have traditionally relied on the Imperial County Probation Department to compile intricate and time-intensive reports. These reports necessitate extensive interviews with defendants, victims, and associated agencies, along with a thorough examination of the individual's criminal background and a comprehensive analysis of the circumstances surrounding each offense.

In Fiscal Year 1 Quarter 1 (7/1/21-9/30/21), the Pretrial Services Unit completed 78 *Humphrey* Assessments, and filed 85 Program Progress Reports for individuals reporting to the unit. In addition, the Pretrial Services Unit was monitoring 45 active pretrial cases.

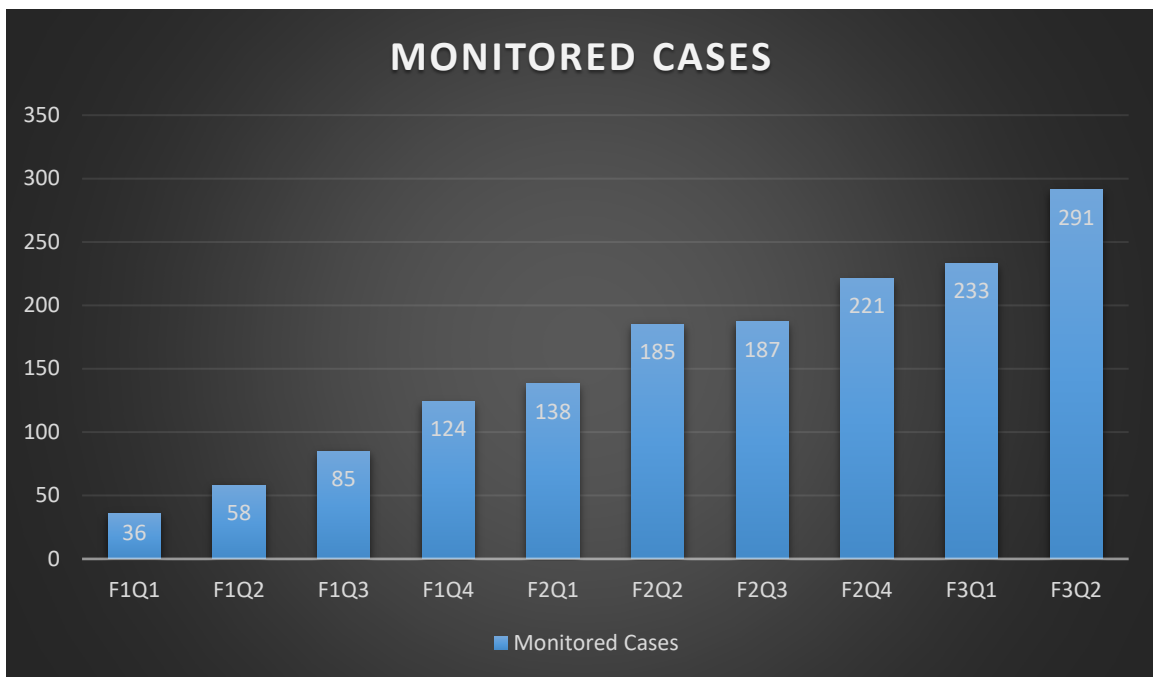
In Fiscal Year 3 Quarter 2 (7/1/23-9/30/23), the Pretrial Service Unit completed 90 *Humphrey* Assessments, and filed 99 Program Progress Reports for individuals reporting to the unit. In addition, the Pretrial Services Unit continues to receive cases from the courts with 291 active pretrial cases that are being monitored and are required to report regularly to their assigned Pretrial Services Officer.

The total number of reports for each quarter is as follows: 163 reports for FY1Q1 and 189 reports for FY3Q2, indicating a 16% increase.

## Imperial County Probation Department Pretrial Positions Justification

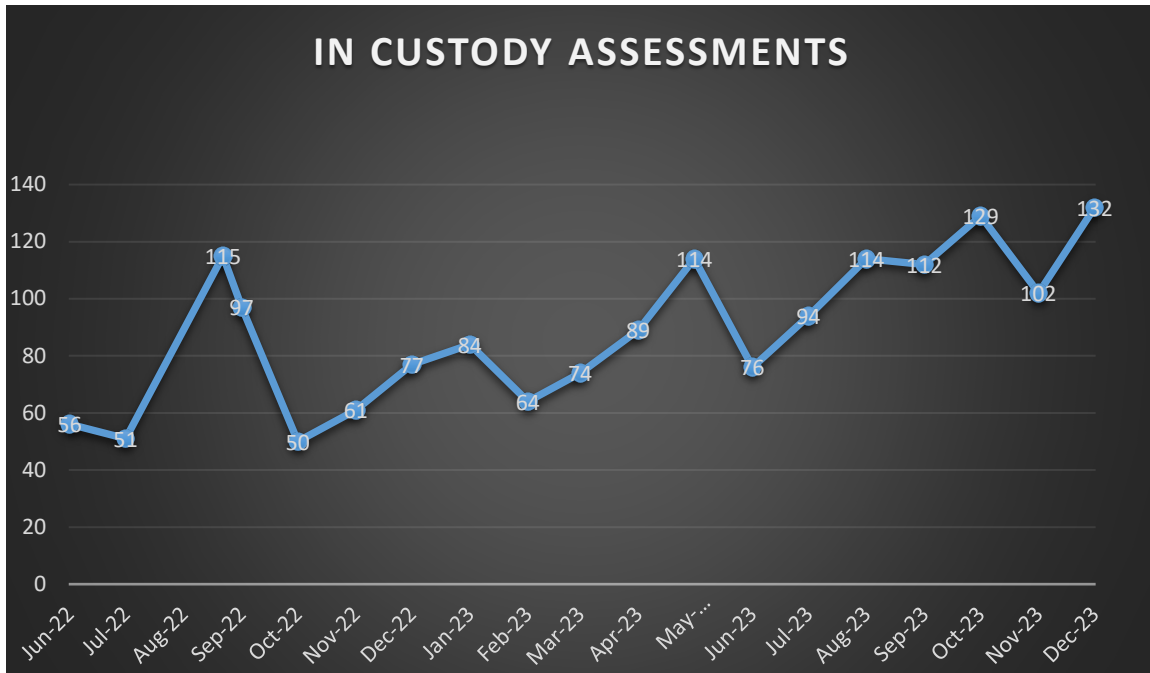


Simultaneously, the occurrences of monitored cases rose from a modest 36 cases to a significant 291 cases, reflecting a surge exceeding 708%.



## Imperial County Probation Department Pretrial Positions Justification

It is pertinent to highlight that in June 2022, the Probation Department incorporated the Pretrial Services Specialists from the Sheriff's Office. During that month, they conducted 56 Pretrial Risk Assessments. Subsequently, by December 2023, the completion of Pretrial Risk Assessments rose to 132 Pretrial Risk Assessments, representing an increase of 135%.



Historically, the Pretrial Unit has operated with 1 Supervisory Probation Officer, 4 Deputy Probation Officers II, 1 Probation Assistant, and 2 Pretrial Service Specialists. However, a recent adjustment has resulted in the Pretrial Unit being staffed with 1 Supervisory Probation Officer, 3 Deputy Probation Officers II, and 2 Pretrial Service Specialists. The additional Deputy Probation Officer and Probation Assistant have been reallocated to the Adult Field Services, returning to their original division. The Probation Department is therefore requesting additional staff allocation for the Pretrial Services Unit due to the escalating workload. The aim is to bifurcate responsibilities among officers by creating dedicated caseloads for conducting Humphrey's Assessments and administering pretrial monitoring services to individuals released on Supervised Own Recognizance.

As individuals released on pretrial are subject to 4th waiver searches, regardless of warrant or probable cause, officers are tasked with ensuring compliance with conditions through these searches. The primary goal is to uphold the least restrictive conditions while mitigating risks to public safety. Furthermore, the evolving nature of responsibilities has shifted from merely monitoring caseloads to supervising them. This expanded role entails officers conducting home visits at the Courts' behest to ensure compliance and enhance supervision measures.

The Pretrial Service Unit presently assumes multiple responsibilities related to court proceedings. These responsibilities encompass conducting court officer duties, conducting

## Imperial County Probation Department Pretrial Positions Justification

Humphrey's Assessments, involving in-person interviews, risk assessments, querying local databases for criminal records, and gathering supplementary information. Moreover, for individuals appearing in person, the pretrial staff is obligated to conduct court-directed drug tests, engage in face-to-face meetings, and oversee compliance with SCRAM requirements (GPS/CAM), which includes scheduling and installing monitoring devices. Furthermore, officers are tasked with generating and submitting progress reports on these individuals to the Court for ongoing consideration during court hearings.

The Imperial County Probation Department continues to encounter challenges in upholding caseload ratios aligned with best practices, ensuring adequate supervision of probationers, and facilitating the timely preparation of diverse court reports.

To address these challenges, the Department seeks to augment its workforce by recruiting additional personnel, namely: **1 Pretrial Service Specialist, 1 Probation Assistant, and 1 Deputy Probation Officer II for the Pretrial Services Unit**. This recruitment serves a dual purpose: firstly, to fill existing vacancies resulting from staff reallocation and, secondly, to increase the total staff count to manage the heightened workload, thereby strengthening its operational capabilities.

### Salaries & Expenditures:

Deputy Probation Officer Salary:	\$96,096.73
Probation Assistant Salary:	\$63,807.44
PreTrial Specialist Salary:	\$21,459.18
Pretrial Core (X3):	\$6,000.00
PO Core:	\$4,500.00
Office Equipment(X3):	\$4,500.00
Office Furniture(X3):	\$6,000.00
<b>Grand Total:</b>	<b>\$202,363.36</b>

**Salaries:**

Position Requested	Status	Range & Step	Hourly Rate	Biweekly Salary	Annual Salary	Medicare 1.45%	County Contrib. Retirement 17.45%	Safety county Contrib. Retirement 33.94%	Pension Obl. Bond 1.66%	Pension Obl. Bond Safety 2.16%	Retiree Health Benefits 6.04%	Group Medical Per Pay Period Cost \$432.77	Dental/Vision Per Pay Period Cost \$31.15	Vol Life Sily management only	Total Expenditure Fiscal Year 2024-2025
Deputy Probation Officer I UH/III		2367/284	\$ 28.40382	\$ 2,272.30	\$ 59,079.95	\$ 856.66		\$ 20,051.73	\$ 1,287.94	\$ 3,568.43	\$ 11,252.02	\$ 809.90			\$ 96,096.73
Probation Assistant		194	\$ 17.59420	\$ 1,407.53	\$ 36,595.94	\$ 530.64		\$ 12,420.66	\$ 797.79	\$ 2,210.39	\$ 11,252.02	\$ 809.90			\$ 63,807.44
Pre-Trial Services Specialist - EHT (1056)		218	\$ 20.03075	\$ 1,602.46	\$ 21,132.47	\$ 306.71									\$ 21,459.18
															<b>\$ 181,363.36</b>

FY2425  
Cost @ 80%  
57,658.04  
38,284.47  
12,875.51  
**108,818.01**

**One Time Expenses:**

Position Requested	Status	PT Core	PO Core	Office Equipment	Office Furniture	Total Expenditure Fiscal Year 2024-2025
Deputy Probation Officer I UH/III			\$ 4,500.00	\$ 1,500.00	\$ 2,000.00	\$ 10,000.00
Probation Assistant			\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	\$ 5,500.00
Pre-Trial Services Specialist - EHT (1056)			\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	\$ 5,500.00
						<b>\$ 21,000.00</b>

**Grand Total: \$ 202,363.36**

**2024-2025 - Employer Contribution Rates - Retirement-POB-Retiree Health**

Member Category	2024-2025 Basic Employer Contribution Rate	Pension Obligation Bond	Retirees Health Benefits*	2024-2025 Employer Contribution Rate	Total
General-Legacy	20.52%	1.68%	6.04%	28.24%	
Safety-Legacy	30.83%	2.18%	6.04%	39.15%	
General-New 2013	17.43%	1.68%	6.04%	25.15%	
Safety-New 2013	33.94%	2.18%	6.04%	42.16%	