



AGENDA

IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

Program and Development Subcommittee

WEDNESDAY, OCTOBER 9, 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.

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 September 4, 2024

2. Discussion / Approval

- a. Discussion / Approval to fund a new **Correctional Sergeant** position through CCP funds.
- b. Discussion / Approval to fund a new **Print Shop Operator – Extra Help** position through CCP funds.

3. Agency Updates

- a. Probation Department
 - i. Pretrial Services Update
 - ii. PRCS Update
- b. Imperial County Sheriff's Office
- c. Geo Group
- d. SMART Recovery
- e. ICOE Charter School
- f. New Creations
- g. Child Support Services
- h. Workforce Development
- i. Behavioral Health Services
- j. DRC Library Services

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 Program & Development 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
Program & Development Subcommittee**

Meeting Minutes

September 4, 2024

2:00 p.m. – 3:00 p.m.

Zoom

The Imperial County CCP Program & Development Subcommittee met through the telecommunication service Zoom on Wednesday, September 4, 2024 at 2:00 p.m.

Members Present: Everardo Rodriguez, Elizabeth Sais, Carl Armstrong, Jeffrey Booker, Sarahy Rodriguez, Robert Benavidez, Carlos Contreras, Juan Chavarin, Don Gorham, Claudia Reyna, Samuel Figueroa, Diana Aguirre, James Vooris, Fred Miramontes, Jennifer Gomez

Guest(s): Jose Luis Ramirez

Call to Order:

Mr. Everardo Rodriguez welcomed attending members and guests, and called the meeting to order at 2:01 p.m.

a. Roll Call

Mr. Jose Ramirez conducted roll call over Zoom.

b. Discussion and approval for the continued use of telecommunication services based on current circumstances and local guidelines for a 30-day period.

Mr. Rodriguez went over the telecommunication resolution regarding the continued use of Zoom for future meetings; Mr. Carlos Contreras motioned to approve the resolution; Cpt. Juan Chavarin seconded the motion; the motion passed unanimously.

c. Approval of CCP Meeting Minutes from June 5, 2024

After review of the May 1, 2024, minutes, Mr. Contreras motioned to approve the minutes; Mr. Don Gorham seconded the motion; the motion passed unanimously.

Discussion/Action Items

a. Discussion / Approval to fund the Imperial County Adult Summit 2024

Ms. Sarahy Rodriguez stated that the Imperial County Probation Department was looking for \$13,000 in funding from the CCP to host the 2024 Adult Summit which is scheduled to take place in November. Ms. Rodriguez stated that last year's event was a success and had a lot of turnout from different parts of the community and this year they have new organizations and agencies looking to attend.

Mr. Gorham asked who the speaker for this year's event would be. Ms. Rodriguez stated that the speaker for this year would be Artie Gonzalaz and noted that he's very focused on community restoration with some faith-based messaging.

Mr. Contreras motioned to approve this item; Mr. Gorham seconded the motion; the motion passed unanimously.

b. Discussion / Approval to fund two (2) District Attorney Investigator II positions for the Imperial County District Attorney's Office

Mr. Jeffery Booker presented this item on behalf of the District Attorney's Office and stated that the agency was looking for funding for these two positions and equipment to support them. Mr. Booker noted that these positions would focus on high-risk individuals and would work towards identifying and tracking these individuals proactively in order to provide immediate interventions prior to recidivating.

Cpt. Chavarin asked for additional details on how these positions would relate to the overall goals of the CCP and AB109. Mr. Booker stated that the focus and work of these two positions would work to support the first two goals in the CCP Plan.

Mr. Contreras motioned to approve this item; Cpt. Chavarin seconded the motion; the motion passed unanimously.

Agency Updates:

a. Probation Department

Mr. Rodriguez introduced Ms. Claudia Reyna who has taken on Mr. Oswaldo Guerrero's responsibilities for the Pretrial Unit as there have been staff movements at the Probation Department. Ms. Reyna provided stats on the Pretrial Unit and stated that there are currently 350 clients being monitored under the Pretrial Unit and in the previous month, the unit completed 151 Pretrial Assessments, submitted 28 Humphrey Assessments, and completed 93 Pretrial Progress Reports.

Ms. Gomez provided stats for the AB109 Unit and stated that staff has been working with Womanhaven to find a sustainable solution to assist the transient population to meet their basic needs.

b. Imperial County Sheriff's Office

Sgt. Figueroa stated that the IVC classes for the Inside/Out Program started back in August and the program now includes an ESL class. Sgt. Figueroa added that the inmate work crews are providing assistance throughout the County by assisting the Imperial County Airport, the Foodbank, and the Cattle Call.

Lt. Vooris stated that the Sheriff's Office launched a new educational application that provides hundreds of free training materials to inmates at the jail.

Cpt. Chavarin added that the Sheriff's office is doing a lot of work at the print shop and doing different orders for different county organizations. Cpt. Chavarin noted that they will be looking to expand the program a bit more as well.

c. GEO Group

Mr. Contreras stated that last month the agency had 14 positive discharges and 5 negative discharges and currently have 60 participants enrolled in the program. Mr. Contreras added that GEO will be assisting with food for the Adult Summit event this year and are hoping to have a graduation event some time in December.

d. SMART Recovery

Mr. Gorham stated that SMART Recovery is still operating 4 face to face groups throughout Imperial County and noted that attendance is low but believes it will pick up soon.

e. New Creations

Mr. Rodriguez reported on behalf of New Creations and stated that the organization will soon be starting their indigent class at the DRC.

f. Behavioral Health Services

Ms. Diana Aguirre stated that in July 2024 the agency received 13 referrals to the program and all 13 were admitted, in addition they were given 11 court ordered assessments which have all been completed. Ms. Aguirre added that there are currently 18 clients in a residential program and four out of the six beds for Foundations in Recovery are currently occupied.

Informational Item(s), and Announcements:

Ms. Aguirre stated that Behavioral Health is hosting a Recovery Walk on September 28 at the Imperial Valley Mall and will have speakers for the event.

Mr. Rodriguez stated that the Probation Department finally got a hole of its Mobile Unit and will be working with other agencies to establish parking sites to hopefully have it roll out by the end of next month.

Public Comments

There were no public comments made at this meeting.

Adjournment:

Mr. Rodriguez adjourned the meeting at 2:47 p.m. The next CCP Program and Development Subcommittee meeting would be scheduled in October 2024.



IMPERIAL COUNTY SHERIFF'S OFFICE

FRED MIRAMONTES

SHERIFF•CORONER•MARSHAL



To: CCP Committees

From: Imperial County Sheriff's Office

Date: September 18, 2024

Subject: Request approval to fund a new Correctional Sergeant position through the CCP programming funds.

Dear Committee Members,

Requested Action:

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

1. Request Approval to Fund a new Correctional Sergeant position through CCP funds.

Background:

In 2011 the Public Safety Realignment Act (AB109) made sweeping reforms to public safety and incarceration in the state. It was intended to reduce the number of offenders being sent to state prison to reduce the unsustainable prison population. Those offenders that would not be sent to state prison were sentenced to a prison term to be completed at the county jail. Prior to the realignment, the maximum term that an individual could be sentenced to county jail was a year or less. Post-realignment an individual could be sentenced to a term of 30 plus years.

With a potential incarcerated population increase and the added responsibility of providing rehabilitation for those in the Imperial County Jail, it was quickly determined that we needed to plan for an increase in beds and the dire need for programming space. The Imperial County Sheriff's Office looked for funding to expand.

In 2013, the Imperial County Sheriff's Office was awarded \$33 million to construct a new jail facility. During the planning stage of the jail project, ICISO requested an additional 45 staff members to appropriately staff the facility after it was completed. After much discussion and compromise the

county Board of Supervisors authorized the allocation of 5 positions (one Correctional lieutenant and four Correctional Officers).

To ensure adequate supervision on all shifts, four sergeants were pulled from their administrative positions and put onto shift work to supervise the staff at the Oren Fox Detention Facility. Those administrative sergeants had supervised the transportation unit, coordinated facility maintenance, conducted investigations into employee misconduct, maintained statistical data, conducted audits to ensure compliance to state laws and standards amongst many other responsibilities.

After the transfer of the sergeant positions to shift work the administrative work load was distributed amongst the sergeants that remained in administrative positions. This has led to a noticeable overload of work for those sergeants. Currently one sergeant is responsible for supervising the transportation unit and classification unit, two very difficult areas to manage with the increase in specialty courts and the explosion of individuals suffering from mental health issues or drug induced psychosis.

Correctional facilities use two indicators to determine the encumbrance of the facility. The first measurement is the Average Daily Population (ADP). ADP is the average population for the facility over a set period of time. The second measurement is the Average Length of Stay (ALOS) which averages the number of bed days that incarcerated persons spent in custody. Put simply ADP is a metric to determine how many people are in custody, but the ALOS measures how long they are staying (on average).

In 2000 the ALOS for the Imperial County Jail was approximately 18.27 days. In 2010, the ALOS increased nearly 20 percent to 21.59 days. In 2020, the ALOS increased to 30.07 days. From 2010 to 2020 the average length of time that an incarcerated person spent in custody increased 39.27 percent.

The COVID-19 global pandemic forced the Judicial Counsel to amend the bail schedule and nearly eliminating bookings with the exception of serious, violent, or sexual felonies and select violent misdemeanors. This reduction in bookings and the courts proclivity to release individuals on their own recognizance led our average daily population (ADP) to be 245 in 2022. All COVID-19 bail amendments have been reverted back to their pre-pandemic levels. The ADP in the first two quarters of 2024 has increased to approximately 329. With the increase in population and length of stay the need for an additional sergeant has become strikingly apparent.

The Imperial County Sheriff's Office is requesting funding for one Correctional Sergeant position. The Correctional Sergeant position will oversee incarcerated person vocational training. The planned increase in vocational training at the Imperial County Jail include a barista, barber, and cosmetology training. The barista training will include a coffee cart where incarcerated persons will learn the responsibilities of a barista and receive certification as such. Similarly, the department intends to partner with the Learning Institute of Southern California to offer training in Barbering, Cosmetology, Esthetician, and Manicurist courses to qualifying incarcerated persons. Earning a certificate in these fields could dramatically increase the individual's occupational opportunities in the community after release and in turn reduce recidivism.

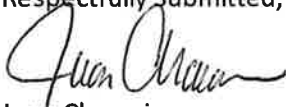
In addition to the vocational training, the Correctional Sergeant will be responsible for the awarding of programming and educational credits, and will act as the Case Records Manager to ensure the accurate sentence computations in accordance with the court minutes. Furthermore, the Correctional

Sergeant position will supervise the Sheriff's Correctional Clerks who are responsible for the clerical duties within the jail facilities and liaise with other external stakeholders.

Fiscal Impact:

1. The estimated costs to add and fund one (1) Correctional Sergeant allocation. The cost for a full fiscal year is \$128,549.21.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Juan Chavarin". The signature is fluid and cursive, with a prominent initial "J" and a long, sweeping underline.

Juan Chavarin
Correctional Captain



IMPERIAL COUNTY SHERIFF'S OFFICE

FRED MIRAMONTES

SHERIFF•CORONER•MARSHAL



To: CCP Committees

From: Imperial County Sheriff's Office

Date: September 18, 2024

Subject: Request approval to fund a new Print Shop Operator – Extra Help 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 Print Shop Operator–Extra Help position through CCP funds.

Background:

The Sheriff's Office Corrections Bureau is looking to add a new Extra Help Print Shop Operator position to assist with expanding the services provided by the print shop to other county agencies. We currently have many submissions for printshop work from all types of county entities. The print shop has been doing road signs, program flyers, business cards, workbooks, and vehicle decals.

This print shop is part of our Incarcerated Persons training program for IPs who qualify to leave the facility. In addition, it will allow the Sheriff's Office to expand the curriculum for youth helping at the printshop with graphic design, printing equipment, and vehicle wrapping education.

Fiscal Impact:

1. The estimated costs to add and fund one (1) Print Shop Operator-Extra Help position.

(1) Print Shop Operator-Extra Help position for the remainder of FY 2024-2025 is \$79,107.20.

Respectfully Submitted,



Juan Chavarin

Corrections Captain

Full FY Costs 2024-2025

		501000	501150	502000	502040	502015	502020	502050				
Position Requested	Status	Range & Step	Hourly Rate	Bi-weekly Salary	Annual Salary	Medicare 1.45%	Safety county Contrib. Retirement 33.94%	Pension Obl. Bond Safety 2.18%	Group Medical Per Pay Period Cost \$432.78	Dental/Vision Per Pay Period Cost \$31.14	Voluntary Life \$36.87	Total Expenditure FY 2024-25
Print Shop Operator-Extra Help		200-A	17.78166	1,422.53	36,985.85	536.29						37,522.15
				Totals	36,985.85	536.29						37,522.15

		501000	501150	502000	502040	502015	502020	502050				
Position Requested	Status	Range & Step	Hourly Rate	Bi-weekly Salary	Annual Salary	Medicare 1.45%	Safety county Contrib. Retirement 33.94%	Pension Obl. Bond Safety 2.18%	Group Medical Per Pay Period Cost \$432.78	Dental/Vision Per Pay Period Cost \$31.14	Voluntary Life \$7.29	Total Expenditure FY 2024-25
Correctional Sergeant	R	282-A	27.52990	2,202.39	57,262.19	830.30	19,434.79	1,248.32	11,252.28	809.64	189.54	91,027.06
Correctional Sergeant	R	282-B	28.91498	2,313.19	60,142.94	872.07	20,412.51	1,311.12	11,252.28	809.64	189.54	94,990.10
Correctional Sergeant	R	282-C	30.37920	2,430.33	63,188.58	916.23	21,446.20	1,377.51	11,252.28	809.64	189.54	99,179.99
Correctional Sergeant	R	282-D	31.89619	2,551.69	66,343.94	961.99	22,517.13	1,446.30	11,252.28	809.64	189.54	103,520.82
Correctional Sergeant	R	282-E	33.49231	2,679.38	69,663.88	1,010.13	23,643.92	1,518.67	11,252.28	809.64	189.54	108,088.06
Correctional Sergeant	R	282-F	35.16758	2,813.40	73,148.40	1,060.65	24,826.57	1,594.64	11,252.28	809.64	189.54	112,881.71
				Totals	389,749.93	5,651.37	132,281.13	8,496.55	67,513.68	4,857.84	1,137.24	609,687.74

Remainder of FY 2024-2025 - 16 Pay Periods (as of 11/1/24)

		501000	501150	502000	502040	502015	502020	502050				
Position Requested	Status	Range & Step	Hourly Rate	Bi-weekly Salary	Annual Salary	Medicare 1.45%	Safety county Contrib. Retirement 33.94%	Pension Obl. Bond Safety 2.18%	Group Medical Per Pay Period Cost \$432.78	Dental/Vision Per Pay Period Cost \$31.14	Voluntary Life \$35.87	Total Expenditure FY 2024-25
Print Shop Operator-Extra Help		200-A	17.78166	1,422.53	22,760.52	330.03						23,090.55
				Totals	22,760.52	330.03						23,090.55

		501000	501150	502000	502040	502015	502020	502050				
Position Requested	Status	Range & Step	Hourly Rate	Bi-weekly Salary	Annual Salary	Medicare 1.45%	Safety county Contrib. Retirement 33.94%	Pension Obl. Bond Safety 2.18%	Group Medical Per Pay Period Cost \$432.78	Dental/Vision Per Pay Period Cost \$31.14	Voluntary Life \$7.29	Total Expenditure FY 2024-25
Correctional Sergeant	R	282-A	27.52990	2,202.39	35,238.27	510.95	11,959.87	768.19	6,924.48	498.24	116.64	56,016.65
Correctional Sergeant	R	282-B	28.91498	2,313.19	37,011.04	536.66	12,561.55	806.84	6,924.48	498.24	116.64	58,455.45
Correctional Sergeant	R	282-C	30.37920	2,430.33	38,885.28	563.84	13,197.66	847.70	6,924.48	498.24	116.64	61,033.84
Correctional Sergeant	R	282-D	31.89619	2,551.69	40,827.04	591.99	13,856.70	890.03	6,924.48	498.24	116.64	63,705.12
Correctional Sergeant	R	282-E	33.49231	2,679.38	42,870.08	621.62	14,550.11	934.57	6,924.48	498.24	116.64	66,515.73
Correctional Sergeant	R	282-F	35.16758	2,813.40	45,014.40	652.71	15,277.89	981.31	6,924.48	498.24	116.64	69,465.67
				Totals	239,846.11	3,477.77	81,403.77	5,228.65	41,546.88	2,989.44	699.84	375,192.46

2024-2025 - Employer Contribution Rates - Retirement, FOS, Retiree Health

Member Category	2024-2025 Basic Employer Contribution Rate	Pension Obligation Rate	Retiree Health Benefits*	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%	26.15%
Safety-New 2013	33.94%	2.18%	6.04%	42.16%

County of Imperial - Employees Medical Bi-Weekly Premium Rates Effective January 1, 2024

Medical	Employee Only	Employee & Spouse	Employee & Spouse & Children	Employee & Spouse & Children
County Contribution	\$306.11	\$394.07	\$452.76	\$17.86
Employee Cost Plan 1 (\$500 Deductible)	\$70.45	\$184.83	\$159.42	\$273.84
Employee Cost Plan 2 (\$1,500 Deductible)	\$9.23	\$30.80	\$13.37	\$44.16
Employee Cost Plan 1 - Dual	n/a	\$154.03	n/a	\$229.68
Employee Cost Plan 2 - Dual	n/a	0.00	n/a	0.00
Dental/Vision	Employee Only	Employee & Spouse	Employee & Spouse & Children	Employee & Spouse & Children
County Contribution (Cost Based on Product/Plan)	\$15.86	\$33.15	\$31.14	\$45.01
County Contribution (Fixed Expense OHP/Wholeness)	\$13.97	\$36.03	\$27.91	\$40.39
Employee Cost (Principal and FICA/Dental)	\$14.06	\$26.14	\$27.02	\$39.51
Employee Cost (Dental Health Services)	\$12.17	\$22.82	\$23.39	\$34.19
Employee Cost (Vision Services Plan)	\$1.80	\$4.01	\$4.12	\$6.13

Fiscal Impact
 Year 1-16 PayPeriod 79,107.20
 Year 2 132,512.25
 Year 3 136,702.14
 Year 4 141,042.97
 Year 5 145,610.21