



AGENDA

IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

Budget and Fiscal Subcommittee

WEDNESDAY, FEBRUARY 13, 2025

Imperial County Day Reporting Center – Irene Rios Training Room

324 Applestill Road, El Centro CA 92243

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 Meeting Minutes from February 13, 2025

2. Discussion & Action Item(s):

- a. Sheriff's Office – CCP funding request to send six (6) staff to the American Jail Association Annual Conference held in Fort Worth, Texas from May 17th – May 21st, 2025.
- b. District Attorney's Office – CCP funding request to send two (2) Criminal Research Specialist to basic intelligence analyst training in Chandler, Arizona from March 24th – April 4th, 2025, estimated cost \$6,500.

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.

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
Budget & Fiscal Subcommittee**

Meeting Minutes

February 13, 2025

1:30 p.m. – 2:30 p.m.

Imperial County Administration Building - C&D Conference Room

The Imperial County CCP Budget & Fiscal Subcommittee met at the Imperial County Administration Building C&D Conference Room on Wednesday, February 13, 2025, at 1:30 p.m.

Members Present: Jose Flores, Elizabeth Sais, Melissa Lopez-Moore, Ivonne Peraza, Martha Trujillo, Raquel Leal

Guest(s): Jose Luis Ramirez

Call to Order:

Ms. Elizabeth Sais welcomed the attending members and guests and called the meeting to order at 1:30 p.m. Ms. Sais stated that she would be chairing the CCP Budget & Fiscal meetings while Ms. Catherine Apalategui was out of the office.

Approval of CCP Meeting Minutes:

After review of the January 15, 2025, minutes, Mr. Flores motioned to approve the minutes; Ms. Raquel Leal seconded the motion; the motion passed unanimously.

Discussion / Action Item(s):

a. District Attorney's Office – CCP funding request for one (1) Victim Advocate II Specialist position.

Ms. Ivonne Peraza presented this item on behalf of the District Attorney's Office and stated this position would be assigned to the Victim Witness Unit and would fall under AB109 as the person would address the needs of victims of nonviolent crimes, would balance victim support with the offender's rehabilitation, improve public trust and accountability, prevent re-victimization, and fulfill ethical and other legal obligations.

Ms. Sais asked about the cost breakdown. Ms. Peraza responded and stated that for the current fiscal year there would be no additional cost since there's a vacant position they would replace with this request and the cost for FY 25-266 would be \$17,000.

Ms. Sais motioned to approve the request, Ms. Raquel Leal seconded the motion; the motion passed.

Agency Updates:

a. Probation Department

Ms. Martha Trujillo stated that she would be handling Ms. Catherine Apalategui's work while she was away from the office for the time being.

Ms. Sais added that the Probation Department will be hosting its Youth Summit at McCabe School on April 12th and have already secured a guest speaker for the event.

b. Sheriff's Office

No updates were provided at this time.

c. District Attorney's Office

Ms. Peraza asked if Probation had received their action item for their requested position. Ms. Apalategui responded and stated that Probation did receive the item and it will be an action item on next month's CCP committees.

d. Public Defender's Office

No updates were provided at this time.

e. Behavioral Health

No updates were provided at this time.

f. Human Resources

No updates were provided at this time.

g. County Executive Office

No updates were provided at this time.

Informational Item(s) and Announcements:

No additional items or announcements were made.

Public Comment

There were no public comments provided at this meeting.

Adjournment:

Ms. Apalategui adjourned the meeting at 2:13 p.m. The next CCP Budget & Fiscal Subcommittee meeting would be set for March 13th @ 1:30 PM.

DRAFT



IMPERIAL COUNTY SHERIFF'S OFFICE

FRED MIRAMONTES

SHERIFF•CORONER•MARSHAL



To: CCP Committees

From: Imperial County Sheriff's Office

Date: 2-25-2025

Subject: Request approval to send four staff and two CCP members to the American Jail Association Annual Conference.

Dear Committee Members,

Request Action:

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

- 1) Request Approval to send six staff to the American Jail Association Annual Conference. The Conference will be held in Fort Worth, Texas, from May 17th- through May 21th,2025

Background:

The Imperial County Sheriff's Office wants to send six staff members to the American Jail Association Annual Conference.

Attending this Conference offers several benefits for our correctional staff, including professional development and training. They will attend workshops and training sessions on best practices, leadership, population management, and emerging trends.

They will have networking opportunities by connecting with correctional officers, supervisors, and administrators nationwide. During the Conference, they will meet corrections experts, policymakers, and industry leaders. Staff will be exposed to new technology and equipment, such as the latest jail management software, security systems, body cameras, restraints, and other correctional tools.

Attached are the workshops offered at the Conference.

Fiscal Impact:

Estimated Cost

Tuition Non-Member- \$550.00 per-member x 6 = **\$3300.00**

Airfare- \$400.00 x 6 = **\$2400.00**

Hotel- \$181.00 a night x 4 nights, \$724.00 per person.

\$724.00 x 6 = **\$4,344.00**

Hotel Parking- \$51.96 a night x 4 = **\$207.84**

Per-diem- \$456.00 per-person x 6 = **\$2736.00**

Car Rental (van) \$671.00

A total of six persons attending AJA \$ **13,658.84** estimated cost.

Respectfully Submitted,



Juan Chavarin

Corrections Captain

**DISTRICT ATTORNEY'S OFFICE
IMPERIAL COUNTY**

Jeff Brooker
Assistant District Attorney



**GEORGE MARQUEZ
DISTRICT ATTORNEY**
940 West Main Street Suite #102
El Centro, CA 92243
442-265-1176 / FAX: 442-265-1233

March 6, 2025

CCP Program/ Development Committee
County of Imperial
324 Applestill Road
El Centro, CA 92243

Request Action:

Approve the funding to send one (2) Criminal Research Specialist to basic intelligence analyst training in Chandler, Arizona from March 24th, 2025, to April 4th, 2025, in the amount not to exceed \$7,000.00

Background:

In February 2019 the Imperial County Community Corrections Partnership (CCP) approved the funding of one Criminal Research Specialist (CRS) for the District Attorney's Office. The function of the CRS is to act as a lead in gathering complex criminal intelligence data and information of defendants under AB 109 supervision.

In January of 2025 the District Attorney's Office hired a new CRS for the position. In the spirit of providing the basic training for the CRS to succeed, the District Attorney's Office would like to send the CRS to a basic intelligence analyst training presented by Arizona High Intensity Drug Trafficking Area (HIDTA) hosted in Chandler, Arizona. This is a 2-week, (80-hour) comprehensive introduction to law enforcement intelligence analysis, with an intensive program consisting of both classroom and hands-on training. The course curriculum emphasizes the development of the student's analytical skills, the use of computerized tools and systems, and covers a broad range of academic subjects critical to providing mission-oriented intelligence. The class is scheduled for March 24, 2025, to April 4, 2025.

The District Attorney employs an additional Criminal Research Specialist who supports local enforcement by providing intelligence support for a variety of criminal investigations. In addition, this CRS provides analytical support to our CCP funded Victim Advocates and Prosecutor. This CRS is often used to locate victims who have changed addresses or disconnected phone numbers.

The District Attorney's Office is requesting funding to cover the hotel, per diem, and mileage for two (2) Criminal Research Specialist to attend the above-mentioned training.

**DISTRICT ATTORNEY'S OFFICE
IMPERIAL COUNTY**

Jeff Brooker
Assistant District Attorney



**GEORGE MARQUEZ
DISTRICT ATTORNEY**
940 West Main Street Suite #102
El Centro, CA 92243
442-265-1176 / FAX: 442-265-1233

There is no tuition for the course.

Lodging: \$4,417.99
Per Diem: \$1759.50
Mileage: \$322.94

The estimated cost to cover the travel is \$6,500.43

Your careful consideration of this request is appreciated.

Respectfully submitted,

George Marquez
District Attorney



BASIC INTELLIGENCE ANALYST

MARCH 24 - APRIL 4, 2025

8AM TO 5PM

Prerequisites:

Students must be employed by a government agency and **must attend the full 2 weeks.**

Friday, April 4th is a FULL DAY.

(We kindly ask no travel to be booked on the final day)

Must be non-sworn, civilian personnel ONLY.

Course Description:

This is a **2-week, (80-hour)** comprehensive introduction to law enforcement intelligence analysis, with an intensive program consisting of both classroom and hands-on training. The course curriculum emphasizes the development of the student's analytical skills, the use of computerized tools and systems, and covers a broad range of academic subjects critical to providing mission-oriented intelligence. The course is designed to provide the student with the skill, knowledge, and ability needed to assemble and present critical analytical assessments and products to investigators, prosecutors, and other agencies. Analysts will learn how to develop and use intelligence at the specialized investigative unit level to provide valued assistance in planning and directing investigative strategies. This training course addresses many of the recognized national training standards and provides the foundation for developing and enhancing analytical capabilities.

Location:

Arizona HIDTA Training Center

5350 North 48th Street, Suite 105

Chandler, Arizona 85226

Who Should Attend:

Intelligence and Criminal Analysts

Education Hours:

This course may qualify for training credit from your agency.

Dress Code:

Uniform or business casual.

(No Shorts—No Flip Flops)

Lodging:

Students are responsible for their own hotel and per diem costs. Hotel Information will be included with confirmation email.

Registration Limitations:

Each agency is limited to **FIVE** approved attendees. Substitutions for confirmed attendees are NOT permitted.

To Apply for Training:

Visit www.azhidta.org/upcoming-events

Or Scan QR Code



Questions/Concerns:

Training Assistant: **Francine Gonzales**

fgonzales@azhidta.org

602-845-1984

Training Coordinator: **Phil Hawk**

phawk@azhidta.org

602-845-1983

From: [Best Western Hotels & Resorts](#)
To: [Carl Armstrong](#)
Subject: Reservation Confirmation
Date: Monday, February 10, 2025 10:03:28 AM

CAUTION: This email originated outside our organization; please use caution.

CONFIRMING YOUR UPCOMING STAY

Confirmation Number: 476090224

Brenda Martinez

Logo



Best Western Plus Chandler Hotel & Suites

[View Hotel Details](#)



[7101 W Sundust Road](#)
[Chandler, Arizona](#)
[85226-5889, United States](#)



Hotel [\(520\) 796-1350](#)
Reservations [855-564-2515](#)



Your Stay**

CHECK-IN 3:00 PM

CHECK-OUT 11:00 AM

Sunday
23
MARCH 2025

Friday
04
APRIL 2025

HOTEL AMENITIES



Room 1

Room	1 King Bed
Rate	Flexible Rate
Maximum Occupancy	1 Adult

Your Room May Include: Non-Smoking, Microwave And Refrigerator, Wi-Fi, Full Breakfast

Reservation Amount

TOTAL CHARGED TODAY	\$0.00
TOTAL CHARGED ON ARRIVAL	\$2,136.67
ROOM 1	\$ 1,878.00
PRODUCTS	\$0.00
TAXES & FEES	\$258.67

TOTAL COST OF STAY	\$2,136.67

Cancellation Policy

You may cancel your reservation for no charge before 04:00 PM local hotel time on Saturday March 22, 2025. Canceling after 04:00 PM local hotel time on Saturday March 22, 2025 or failing to show for a reservation will result in a charge of \$169.00 USD to your credit card or other guaranteed payment method. Taxes and or other fees may apply.

Child Policy

Children 12 And Under Are Free In Room With One Paying Adult In Existing Bedding.

Pet Policy

Pets not accepted

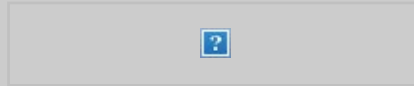
Smoking Policy

100% smoke-free hotel.

Parking Policy

Free parking
Changing Your Stay

Please note that a change to the number of nights or the number of guests may result in a rate change.



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El Centro, California to 5350 S 48th St #105, Phoenix, AZ 85048

Drive 231 miles, 3 hr 35 min



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via I-8 E

3 hr 36 min

Best route

232 miles



via I-8 E and W Maricopa Rd

3 hr 35 min

⚠ Your destination is in a different time zone.

231 miles



via CA-78 E and I-10 E

4 hr 9 min

267 miles

Explore new places along this route

Add suggested stops

Verrado Golf Club

4.6 (1,084)

Yuma Territorial
Prison State
Hist...

4.7 (3,048)

Desert Botanical
Garden

4.8 (19,207)

West Wetlands Park

4.7 (2,411)

Wildlife World Zoo,
Aquarium & Saf...

4.5 (11,074)

Heard Museum

4.7 (4,923)

Sanguinetti House
Museum and Garde...

4.4 (81)

Skyline Regional
Park

4.8 (1,490)



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Confirmation Number: 206861925

Arthur Caloca

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[View Hotel Details](#)



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[Chandler, Arizona](#)
[85226-5889, United States](#)



Hotel [\(520\) 796-1350](#)
Reservations [855-564-2515](#)



Your Stay**

CHECK-IN
3:00 PM

CHECK-OUT
11:00 AM

Sunday
23
MARCH 2025

Friday
04
APRIL 2025

HOTEL AMENITIES



Room 1

Room Kitchen | Suite-2 Queen Beds
Rate Rewards Member Flexible Rate
Maximum Occupancy 1 Adult

Your Room May Include: Non-Smoking, Full Kitchen, Pillowtop Bed, Sofabed, Full Breakfast

Reservation Amount

TOTAL CHARGED TODAY	\$0.00
TOTAL CHARGED ON ARRIVAL	\$2,281.32
ROOM 1	\$ 2,005.20
PRODUCTS	\$0.00
TAXES & FEES	\$276.12

TOTAL COST OF STAY	\$2,281.32

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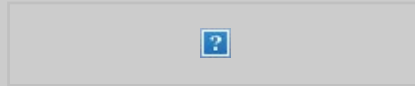
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100% smoke-free hotel.

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