

# IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP) Budget and Fiscal Subcommittee

### WEDNESDAY, JUNE 18, 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):

- Probation Department CCP funding request approval to fund travel and attendance for 10 staff members to the 2025 APPA 50th Annual Training Institute held in New York City, New York on August 24-27, 2025, at an estimated cost of \$32,833.50.
- b. Discussion / Approval of Community Corrections Partnership Budget for Fiscal Year 2025-2026.

### 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 March 13, 2025 1:30 p.m. – 2:30 p.m.

Imperial County Day Reporting Center – Irene Rios Training Room 1:30 p.m. – 2: The Imperial County CCP Budget & Fiscal Subcommittee met at the Imperial County Day Reporting Center – Irene Rios Training Room on Thursday, March 13, 2025, at 1:30 p.m.

Members Present: Juan Chavarin, Carl Armstrong, Elizabeth Sais, Ivonne Peraza, Eleanor Barraza, Vanessa Lopez, 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 February 13, 2025, minutes, Mr. Eleanor Baraza motioned to approve the minutes; Ms. Vanessa Lopez seconded the motion; the motion passed unanimously.

### **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.

Cpt. Chavarin presented this item on behalf of the Sheriff's Office and stated that they were requesting funding to send 6 staff members to attend the upcoming American Jail Association Annual Conference, the attending staff would consist of 4 Sheriff Officers and 2 ICBHS staff that work at the jail. Cpt. Chavarin noted the various workshops and trainings that would be available for the attending members and added that it's a great opportunity for staff to learn about upcoming trends and new technologies. Cpt. Chavarin added that they are also requesting additional funding to rent a vehicle for attending members as they will be doing jail facility tours in the area.

Ms. Peraza motioned to approve the request, Ms. Barraza seconded the motion; the motion passed.

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, in the amount not to exceed \$3,500.

Mr. Carl Armstrong thanked the CCP for sending some of the District Attorney's staff to the recent APPA conference and stated that the District Attorney's Office was requesting some additional funding for a training session for two Criminal Research specialist staff members. Mr. Armstrong noted that this training would set up a good foundation for the new staff members and allow them to build up a skill set for their new role.

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

### **Agency Updates:**

### a. Probation Department

Ms. Elizabeth Sais stated that April 12<sup>th</sup> the agency will be hosting its annual youth summit and will have Andy Ruiz as a guest speaker for the event.

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

### b. Sheriff's Office

Cpt. Chavarin stated that Antonio Garcia will be handling programming at the DRC.

### c. District Attorney's Office

No updates were provided at this time.

### d. Public Defender's Office

No updates were provided at this time.

### e. Behavioral Health

Ms. Vanessa Lopez stated that they are currently working on the budget for the upcoming fiscal year.

#### **Human Resources** f.

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 1:50 p.m. The next CCP Budget & Fiscal Subcommittee meeting would bet set for April 10<sup>th</sup> @ 1:30 PM.

### Imperial County Community Correction Partnership Fiscal Year 2025-2026 Budget

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FY 25-26 Estimated Allocation: \$

Community Correction Growth Estimate \$

Growth Estimate56,622Total Available:\$ 8,643,982

8,587,360

	-Y 25-26	AB 109 Budget	1			
Department/Program	Esti	mated 6/30/25	Req	uested 25-26	Α	ugmentation
Professional & Special Services	\$	120,160	\$	120,160	\$	_
1847001 - 525010 Total		120,160	\$	120,160	\$	-
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Behavioral Health						
Salary & Benefits	\$	205,849	\$	578,578	\$	372,729
Professional & Special Services	\$	359,693	\$	430,533	\$	70,840
1847001 - 552245 Tota	\$	565,542	\$	1,009,111	\$	443,569
District Attorney				100.000	•	(0.000
Salary & Benefits		505,942	\$	499,003	\$	(6,939
Professional & Special Services		141,316	\$	144,142	\$	2,826
1847001 - 552246 Total	φ.	647,258	\$	643,145	\$	(4,113
Day Reporting Center						
Communications-Phone	\$	4,400	\$	4,400	\$	-
Communication- Services		1,500	\$	1,500	\$	-
Maint - Equip		2,200	\$	2,200	\$	-
Maint-Info Hardware		1,700	\$	1,700	\$	-
Maint - Struc, Improve, Grnds		42,000	\$	42,000	\$	-
Misc Exp - Copies		-	\$	-	\$	-
Office Expense		8,061	\$	8,061	\$	-
Professional & Special Services		1,073,984	\$	1,073,984	\$	-
Special Dept Exp		13,193	\$	14,000	\$	807
Structures & Improvements		-	\$	-	\$	-
Utilities	\$	20,000	\$	41,249	\$	21,249
CDCR - Parole Reimb	\$	(120,800)	\$	(120,800)	\$	(0
1847001 - 552247 Total	\$	1,046,238	\$	1,068,294	\$	22,056
Probation Department:						
Salary & Benefits		2,129,418	\$	2,084,931	\$	(44,487
Professional & Special Services	5		\$	-	\$	-
IVEAC & Radio Maintenance x17		14,943	\$	14,943	\$	-
Travel-In Cnty County Car x9		32,196		32,196	\$	-
Drug Testing		25,000	\$	25,000	\$	-
Cell Phones x 19		6,005	\$	6,005	\$	-
1847001 - 552048 Total	\$	2,207,562	\$	2,163,075	\$	(44,487
Public Defender						
Salary & Benefits	\$	360,429	\$	363,470	\$	3,041
1847001 - 552249 Total		360,429	\$	363,470	\$	3,041
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Sheriff's Department:						
Salary & Benefits	\$	769,979.00	\$	1,061,054	\$	291,075.00
Inmate Housing		1,794,722	\$	1,794,722	\$	,0,0,00
Clothing & Personal		5,000	\$	5,000	\$	-
Inmate Welfare & Supplies		28,475	\$	28,475	\$	-
Cell Phones		2,500	\$	2,500	\$	-
Office Expense		2,000	\$	2,000	\$	
Drug Testing		2,000	ъ \$	2,000	ъ \$	(2,000.00
IVECA		2,000	ъ \$	2,000	э \$	ر2,000.00
Small Tool & Instruments		5,000	ф \$	7,000	φ \$	2,000.00
Travel-In Cnty County Car		15,500	ф \$	15,500	գ \$	∠,000.00
1847001 - 552250 Total		2,627,176	Ψ \$	2,918,251	\$	291,075
1047 001 - 332230 10ld	.ψ	2,027,170	Ψ	2,310,201	Ψ	291,070
Library						
	¢	15 000	¢	15 000	¢	
Salary & Benefits 1847001-552265 Total		15,000 15,000	\$ \$	15,000 15,000	\$ \$	-
1047 001-332203 101di	.ψ	10,000	Ψ	13,000	Ψ	-
ΤΟΤΑΙ	. \$	7,589,365	\$	8,300,506	\$	711,141
	<del></del>	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	*	-,,-	*	, 1,1+1
Total Budget Request	\$	8,300,506				
Augmentation		711,141				
Total Budget Augmentation Request		9,011,647	-			
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### **COUNTY OF IMPERIAL**

DAN PRINCE Chief Probation Officer

ELIZABETH V. SAIS Assistant Chief Probation Officer



### PROBATION DEPARTMENT JUVENILE HALL

324 Applestill Rd. El Centro, CA 92243

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

### June 4, 2025

TO: Community Correction Partnership Committees

FROM: Imperial County Probation Department

Subject: Request Approval to Fund Travel and Attendance for Staff Members to the 2025 APPA 50<sup>th</sup> Annual Training Institute held in New York City, New York on August 24-27, 2025, at an estimated cost of \$32,833.50.

Dear Committee Members,

### **Requested Action:**

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

1) Approve to fund attendance to the 2025 APPA Annual Training Institute held in New York City, New York on August 24-27, 2025, at an estimated cost of \$32,833.50.

### Background:

The APPA Training Institute provide attendees with learning opportunities, which emphasize skill building and enhance career development. Workshops will include activities, audience participation, teaching of new skills, and new research for the field of community corrections. Participants of this training include community corrections professionals in the fields of pretrial, probation, parole, reentry, program and treatment providers, judiciary, criminal justice researches, educators, and more.

This conference provides attendees who are focused on improving their core competencies, understanding what works in the field, embracing education and training, and continually updating their skills. All are essential to the success of this crucial work within the criminal justice field, and it all rests firmly on the foundation of belief that this industry has significant impact on public safety.

### Sample list of currently scheduled workshops:

Building Lasting Resilience: The Power of Taking in the Good

Developments in Swift Certain Fair Pretrial Supervision

Bridging the Gap: Collaborating for Successful Reentry with Trauma-Informed Care, Mental Health Support, and Behavior Modification

The 5 Steps to Successful Reentry: Fostering Integrity, Purpose, and Growth

Trauma is the Reason they are on Supervision": Officer Perspectives about a Trauma-informed Training

An Equal Opportunity / Affirmative Action Employer

Almost Grown: The Future of Community Supervision for Emerging Adults, 18 – 25 APPA's 10 Core Principles: Changing the Landscape for Juvenile Justice Beyond Actuarial Risk Tools: Using Social Determinants to Improve Outcomes for Youth and Families Beyond the Basics: Deepening Staff Engagement and Increasing Successful Youth Outcomes Cognitive Behavioral Programs: T4C vs MRT Critical Safety and Awareness Training for Officers: Strategies for Field Survival and Effective Interaction Fentanyl: Fake & Fatal Going Home - Mental Health and Substance Use - During Reentry Maximizing Grant Funding: Strategies for Implementing Effective Victim Notification

### Fiscal Impact:

The fiscal impact to the CCP for the APPA Annual Training Institute is **\$32,833.50**. Please see below for a breakdown of the costs.

ltem	Cost	Qty	Total Cost
Registration*	\$ 675.00	10	\$ 6,750.00
Lodging	\$ 1,606.79	10	\$ 16,067.90
Shuttle	\$ 232.00	1	\$ 232.00
Per Diem	\$ 552.00	10	\$ 5,520.00
Airfare	\$ 426.36	10	\$ 4,263.60
Total			\$ 32,833.50

Respectfully Submitted,

Elizabeth Sais, Assistant Chief Probation Officer

# **50th Annual Training Institute REGISTRATION FORM**





# 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.

Student - \$25

# Training Institute Registration Rates

Individual - \$50

		5			
	In-Person Registration Rates		Virtual Registration Rates		
REGISTRATION TYPE	Through Jun 24	After Jun 24	<b>Through</b> Jun 24	After Jun 24	
Student Member	<b>D</b> \$195	\$225	<b>D</b> \$50	<b>D</b> \$55	
Individual Member	<b>D</b> \$610	<b>口</b> \$660	<b>D</b> \$100	<b>□</b> \$150	
Non-Member	<b>D</b> \$670	\$720	<b>D</b> \$100	<b>口</b> \$150	
Agency Member	<b>D</b> \$625	<b>D</b> \$675	N	/A	
Guest Pass*	□ \$400 x	(# of guests)	*Virtual Registrat	ion not Available	
	*This rate is available to members not employed in				
Local Host*	\$450		*Virtual Registrat	ion not Available	
Faculty One Day*	\$265 *Full registration same as individual pricing		*Virtual Registration not Available		
Single Day*	<ul> <li>☐ \$325 Monday</li> <li>☐ \$325 Tuesday</li> <li>☐ \$245 Wednesday</li> </ul>		*Virtual Registrat	tion not Available	
Intensive Sessions*	\$50 Sunday 8am-12pm		*Virtual Registrat	tion not Available	
Women's Symposium*	FREE Monday 8am-4:30pm		*Virtual Registrat	ion not Available	
Circle Line Boat Cruise*	□ FREE Monday	6pm-11pm	*Virtual Registrat	ion not Available	
	Virtual Registrat	ion Rates for	Agency Group	S	
# of Staff	Through Jun 24		After 、	Jun 24	
25	<b>□</b> \$1,500		<b>D</b> \$1,62	.5	
65	<b>D</b> \$3,575		<b>D</b> \$3,860		
125	<b>□</b> \$6,250		<b>D</b> \$6,750		
200	<b>口</b> \$9,000		<b>D</b> \$9,72	20	

To designate which staff are to attend, please fill out: <u>https://form.jotform.com/appaforms/2025-NYC-Agency-Group</u>

# Registration Info PLEASE PRINT CLEARLY

Agency / Organization Name:

First Name:	
Last Name:	Check if same address
Title:	Agency / Organization Address:
Address:	City: State: Zip:
City: State: Zip:	Country:
Country:	Phone :
Phone:	Email *:
Email:	*The above email address is what the registrant will use to log-in.
GRAND TOTAL	\$
	Account Code: New York, 13061-43000
<b>PAYMENT</b> Make checks payable to American Probation and Paro Note: unless an agency invoice, payment in full must be made to ga	
Check Enclosed Government Purchase Order E	nclosed PO#:
In-Person Re A full refund, less a \$50 processing fee, is available Jul 18, 2025. In order to receive a refund, written req c/o The Council of State Governments, 1776 Avenue kimberly.mills@csg.org. All requests for the refunds	e until Jul 18, 2025. No refunds are available after juests must be sent to the APPA Training Institute, e of the States, Lexington, KY 40511 or emailed to
Virtual Refu	Ind Policy
Due to the cost of the virtual training insti	tute platform, no refunds will be issued.
Send Your Registration For American Probation an	·
c/o Council of Sta 1776 Avenue o Lexington, I	te Governments of the States

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





### You chose a Basic fare

Basic fares are non-refundable and non-changeable except as allowed by our 24-hour cancellation policy. You may be eligible for a flight credit if canceled at least 10 minutes prior to the flight's original departure time. Checked bag fees may apply.

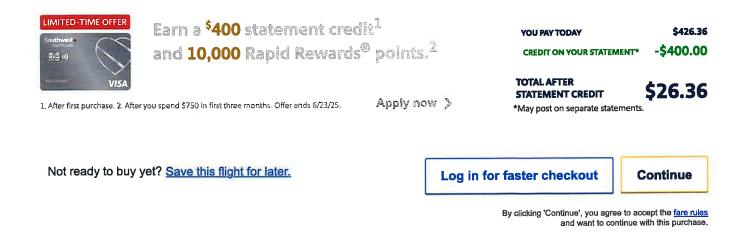


#### Helpful Information:

- · All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- · For more information regarding Cash + Points, visit Southwest.com/rrterms

SUBTOTAL	\$350.10	
TAXES & FEES	\$76.26	2
TRIP TOTAL	\$426.36	200

Show price breakdown

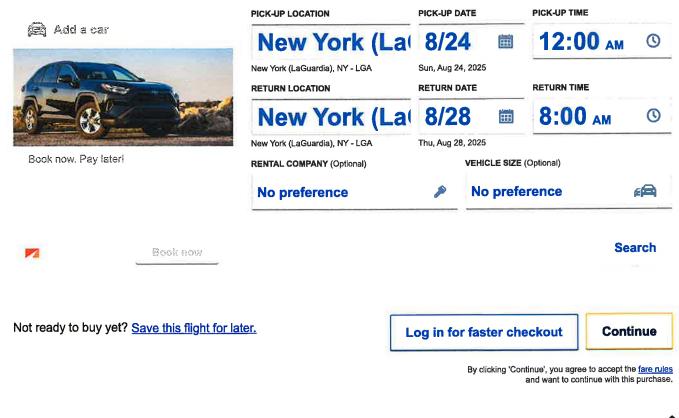


https://www.southwest.com/air/booking/price.html

Add a Car Products not confirmed until purchase.

Trip and Price Details | Southwest Airlines

#### No worries, your flight will remain in your cart while you search for a car.



#### No-show policy

If you do not plan to travel on your flight, you must cancel your reservation at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and your funds and points may be forfeited. Learn more.

#### **Fare Benefits**

#### Basic<sup>1</sup>

Basic fares are non-refundable and non-changeable except as allowed by our 24-hour cancellation policy. Customers may be eligible for a flight credit if canceled at least 10 minutes prior to the flight's original departure time.

#### Checked bag<sup>2</sup>

Bag fees will apply to Basic, Wanna Get Away Plus®, and Anytime fares booked and ticketed and/or changed on or after May 28, 2025. Business Select® will continue to receive two free checked bags. Rapid Rewards® A-List Preferred members will receive their first and second checked bags for free. A-List members and Rapid Rewards® Credit Cardmembers will only receive their first checked bag for free. Checked bag benefits will not apply on flights booked with a partner carrier. Weight and size limits apply. Additional allowances, benefits, and/or exceptions may apply. Learn more.

#### Rapid Rewards® points<sup>3</sup>

Points can be earned from (a) Qualifying Flights (defined below) operated by Southwest®, or (b) through qualifying purchases with our Rapid Rewards partners. "Qualifying Flights" include flights operated by Southwest Airlines® and paid entirely with dollars, Southwest LUV Vouchers, gift cards, or flight credits and those paid with Cash + Points. NOTE: With a Cash + Points booking, points are earned only on the portion of the base fare that is paid with dollars. Qualifying Flights exclude reward flights, charter flights, nonrevenue travel, and Companion Pass® travel. All Rapid Rewards rules and regulations apply and can be found at <u>Southwest.com/rrterms</u>.

#### Flight credits<sup>4</sup>

To receive a flight credit, you must cancel your flight at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel, your points and funds may be forfeited. Learn more. Business Select®, Anytime, and Wanna Get Away Plus® Transferable Flight Credits created from reservations booked and ticketed and/or changed on or after May 28, 2025 expire twelve months from the date the fare was booked and ticketed. Basic fare flight credits expire six months from the date the fare was booked and ticketed.



212-812-9000

🛢 Get My Ride Receipt **Q** Find my Trip **New Trip** + Trip 1 Trip 2 × + Add New Trip → Round Trip ▼ Van 10 \$210.91 Private Ride Shared Ride Grand Central Express Fare 10% Gratuity \$21.09 Coupon Pickup Enter Coupon Code Apply LaGuardia Airport (LGA), Queens NY 0 44 Flight # Arriving From Terminal **All Inclusive Price** Airline\_\_\_\_ Meeting Area@se\* Shared Ride Dropoff \$280.00 W New York - Times Square: 1567 Broadway, Manhattan N Q 44 Y Van 10 🗸 \$210.91 Pickun Time Pickup Date 菌 08/23/2025 0 09 20 AM Van 13 \$240.31 Passengers Luggage  $\bigcirc \oplus$ a+ 10 Ô 🛍 (=)(±) 28 Passenger \$900.00 Bus Return Date Return.Time **a** 08/28/2025 C hh Only One Way mm aa Wheelchair accessible First name Cell Last name First Name Last Name XXX.XXX.XXXX Email namel@example.com;nam 

Company About Us Customer Service Drive for Us Reviews FAQs Travel Blog





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# FY 2025 per diem rates for New York

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
New York City	Bronx / Kings / New York / Queens / Richmond	\$92	\$23	\$26	\$38	\$5	\$69.00

# 1 room for 5 night(s)

Saturday, Aug 23, 2025	237.00 USD
Sunday, Aug 24, 2025	237.00 USD
Monday, Aug 25, 2025	237.00 USD
Tuesday, Aug 26, 2025	237.00 USD
Wednesday, Aug 27, 2025	237.00 USD
Total Cash Rate	1,185.00 USD
Estimated Government Taxes and Fees	221.79 USD
Destination Fee	200.00 USD

## **Total for Stay**

1,606.79 USD

×

### **Additional Charges**

Valet parking, fee: 90.00 USD daily Off-site parking, fee: 50.00 USD daily Changes to taxes or fees implemented after booking will affect the total room price

с:

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