



AGENDA

IMPERIAL COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

Program and Development Subcommittee

WEDNESDAY, May 6, 2026

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 Link:** <https://us02web.zoom.us/j/81397277469?pwd=U8aYyuyHg54mTCJLR5hbC5zW4UZ1eU.1>
- **Meeting ID:** 813 9727 7469
- **Passcode:** 933849

1. Call to Order

- a. Roll Call
- b. Approval of CCP Meeting Minutes from March 4, 2026

2. Discussion / Action Items

- a. Probation – CCP funding request to send ten (10) staff to the 51st Annual Training Institute American Probation and Parole Association (APPA) Conference held in Chicago, Illinois on August 16 – 19, 2026.

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. Workforce Development
- h. Behavioral Health Services
- i. 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

March 4, 2026

Zoom

2:00 p.m. – 3:00 p.m.

The Imperial County CCP Program & Development Subcommittee met through Zoom on Wednesday, March 4, 2025, at 2:00 p.m.

Members Present: Jose M. Flores, George Marquez, Don Gorham, Carlos Contreras, Jennifer Gomez, Dalia Soto, Juan Chavarin, Hylda Arias, Kevin Arellano, Jose Garcia

Guest(s): Jose Luis Ramirez

Call to Order:

Mr. Kevin Arellano called the meeting to order at 2:00 PM and thanked everyone for attending

a. Roll Call

Mr. Jose Ramirez conducted roll call.

b. Approval of CCP Meeting Minutes from November 5, 2025

After reviewing the November 5th, 2025, minutes, Mr. Carlos Contreras motioned to approve the minutes; Cpt. Juan Chavarin seconded the motion; the motion passed unanimously.

Discussion/Action Items

a. District Attorney's Office – Request to create & fund one (1) full time Paralegal allocation at Range 300 for a period of one-quarter

Mr. Jose Flores presented this item on behalf of the District Attorney's Office and provided a presentation that detailed the District Attorney's need for the position and the role it would play at the agency. Mr. Flores noted that this position would be related to the CCP by working on cases related to the newly developed Collaborative Justice Courts and how it would manage its own AB109 caseload. Mr. Flores noted that the cost for a single quarter would be \$31,027 and the annual costs afterwards would be \$110,508.

Mr. Marquez noted that this would be an alternative option as opposed to hiring a lawyer as they can handle many similar responsibilities and job functions.

Mr. Carlos Contreras asked if the District Attorney's Office was just requesting this single position?

Mr. Marquez responded and noted that the agency would like to add more than a single position in the long run as the additional position could cover more additional responsibilities due to lawyer shortages the agency is currently facing.

Mr. Contreras motioned that the subcommittee pass this item with a recommendation that a secondary position be considered by the budget & fiscal subcommittee. Cpt. Juan Chavarin seconded this motion. The motion passed unanimously.

b. Sheriff's Office – Request approval of funding for CCP Correctional Sergeant Office Space

Cpt. Chavarin presented this item on behalf of the Sheriff's Office and stated that this request was based off a previous staffing request made by the agency. Cpt. Chavarin noted that the position for the CCP Correctional Sergeant role was filled, however the role is currently lacking office space and equipment needed to fulfill the role and this request was made to cover those costs.

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

c. Geo Group – GEO contract modification

Mr. Carlos Contreras presented this item on behalf of the GEO Group and noted that the agency is requesting a contract modification to cover program slots that were once being filled by the parolee participants. Mr. Contreras noted the associated costs with the new rates and provided an updated total for the annual increase. Mr. Contreras noted that these funds would cover the slots, the community service program they are facilitating, and general staff support until January 2030.

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

Agency Updates:

a. Probation Department

Ms. Jennifer Gomez provided updates on the AB109 unit and noted that AB109 currently has 112 active PRCS cases, 45 Mandatory Supervision cases and currently has 30 PRCS bench warrants and 24 Mandatory Supervision bench warrants. Ms. Gomez added that Probation is currently working with the Sheriff's Office and local police agencies through Stonegarden operations to conduct checks and carry out warrant arrests.

Mr. Arellano said the goal was to get these individuals enrolled back into services such as Behavioral Health, GEO, and Smart Recovery.

b. Imperial County Sheriff's Office

Cpt. Juan Chavarin stated that there are 363 at the jail currently with 101 on the MAT program and 118 taking psychiatric medication.

c. GEO Group

Mr. Contreras stated that GEO currently has 63 participants enrolled and have 21 participating in their community work service program to complete court mandated hours.

d. ICOE Charter School

Mr. Garcia stated that they have 27 students enrolled and 6 have completed their graduation requirements and they have an additional 20 pending enrollment.

e. ICHBS

Ms. Dalia Soto stated that last month the agency received 13 referrals from probation and provided 19 court ordered assessments. Mr. Loza added that there are 27 clients currently in a residential program and 3 out of 6 beds are occupied for the Foundations and Recovery program with the SUD program having a total of 468 clients.

f. DRC Library Services

Ms. Hylde Arias stated that they have 1 active learner enrolled and meeting twice a week and are working to get more enrolled into the program.

Informational Item(s), and Announcements:

No additional information was provided at this meeting.

Public Comments

There were no public comments made at this meeting.

Adjournment:

Mr. Arellano adjourned the meeting at 2:35 p.m. The next CCP Program and Development Subcommittee meeting would be scheduled in April 2026.

Elizabeth Sais
Chief Probation Officer

COUNTY OF IMPERIAL

PROBATION DEPARTMENT
JUVENILE HALL

Kevin Arrellano
Acting Assistant Chief Probation
Officer

324 Applestill Rd.
El Centro, CA 92243

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



PROBATION DEPARTMENT

May 6, 2026

TO: CCP Committees

FROM: Imperial County Probation Department

Subject: Request Approval of CCP funds for 10 staff to attend the 2026 APPA Annual Training Institute held in Chicago, Illinois on August 16-19, 2026, at an estimated cost of \$28,447.

Dear Committee Members,

Requested Action:

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

- 1) Approval of CCP funds for 10 staff to attend the 2026 APPA Annual Training Institute held in Chicago, Illinois on August 16-19, 2026, at an estimated cost of \$28,447.

Background:

The APPA Training Institute provides 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 research, 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.

Fiscal Impact:

The fiscal impact to the CCP for the APPA Annual Training Institute is \$28,447.52. Please see below for a breakdown of the costs.

	COST	QTY	TOTAL COST
REGISTRATION	\$ 600.00	10	\$ 6,000.00
LODGING	\$ 1,185.64	10	\$ 11,856.40
SHUTTLE	\$ 581.12	1	\$ 581.12
PER DIEM	\$ 552.00	10	\$ 5,520.00
AIRFARE	\$ 449.00	10	\$ 4,490.00
		TOTAL	\$ 28,447.52

Respectfully Submitted,

Elizabeth Sais, Chief Probation Officer

51st Annual Training Institute REGISTRATION FORM



IN PERSON | AUG 16 - 19, 2026
 VIRTUAL | AUG 11 - SEP 11, 2026

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

Training Institute In-Person Registration Rates

REGISTRATION TYPE	Through Jun 16	After Jun 16
Student	<input type="checkbox"/> \$195	<input type="checkbox"/> \$225
Individual Member	<input type="checkbox"/> \$585	<input type="checkbox"/> \$645
Agency and Affiliate Member	<input type="checkbox"/> \$600	<input type="checkbox"/> \$660
Non-Member	<input type="checkbox"/> \$645	<input type="checkbox"/> \$705
Local Host	<input type="checkbox"/> \$480	
Faculty	<input type="checkbox"/> \$265	
Guest Pass*	<input type="checkbox"/> \$315 x ___ (# of guests)	
	*This rate is available to immediate family members not employed in the corrections field.	
Single Day	<input type="checkbox"/> \$300 Monday <input type="checkbox"/> \$300 Tuesday <input type="checkbox"/> \$200 Wednesday	
Intensive Sessions	<input type="checkbox"/> \$50 Sunday 8am-12pm	

Training Institute Virtual Registration Rates

	Individual		Group
Student	<input type="checkbox"/> \$50	# of Staff	
Member & Non-Member	<input type="checkbox"/> \$100	25	<input type="checkbox"/> \$1,500
		65	<input type="checkbox"/> \$3,575
		125	<input type="checkbox"/> \$6,250
		200	<input type="checkbox"/> \$9,000

To designate which staff are to attend, please fill out: <https://form.jotform.com/appaforms/2026-Chicago-Agency-Group-Form>

Confirmation: #20081618



Hyatt Regency Chicago

Hyatt Regency | Award Category 4

📍 151 East Wacker Drive, Chicago, Illinois 60601, United States
📞 +1 312 565 1234

ⓘ **DESTINATION FEE:** A daily destination fee of \$30.00 (subject to change) is applied to each room of your stay in order to provide services and amenities, which enhance the guest experience. Please contact the hotel directly for more information. [Click here](#) to view inclusions. (Inclusions subject to change at any time). *CREDIT CARD USERS: All credit cards must have a chip and name on the card, with the guest present. *DEBIT CARD USERS: There is a \$100 PER NIGHT authorization placed on your card at check in to account for any incidental charges you may incur, including but not limited to parking and food & beverage charges. Funds will be held as a 'pending charge' and will be unavailable to you. *CREDIT CARD AUTHORIZATION FORMS must be submitted 72 hours prior to arrival. If we do not receive authorization 72 hours in advance, you must present payment upon arrival. *ATTENTION: Suites are intended for private use or small informal gatherings of no more than 4 persons. We do not allow formal events, parties, or hospitalitys. Suites are located on floors with restricted elevator access to registered guests only.

Guest Details

Catherine Apalategui

📍 324 Applestille Rd, El Centro, CA, 92243, US
📞 (442) 265-2408
✉ CATHERINE.APALATEGUI@CO.IMPERIAL.CA.US

🛏 1 King Bed

📅 Appa Annual T...

★ Special Rate: G-ZAPP

Price Summary

Total Cash

\$2,371.28

Guests

1 Adult

Check-in

Sat, Aug 15, 2026, 03:00 PM

Checkout

Thu, Aug 20, 2026, 12:00 PM

Room 1

1 King Bed

Sat, Aug 15

Sun, Aug 16

Mon, Aug 17

Tue, Aug 18

Wed, Aug 19

\$1,010.00

\$202.00

\$202.00

\$202.00

\$202.00

\$202.00

Room 2

1 King Bed	\$1,010.00
Sat, Aug 15	\$202.00
Sun, Aug 16	\$202.00
Mon, Aug 17	\$202.00
Tue, Aug 18	\$202.00
Wed, Aug 19	\$202.00

Taxes & Fees **\$351.28**

Changes in taxes or fees will affect the total price.

Occupancy tax \$351.28



..... 8808 08/29

i Payment details cannot be edited within two days of arrival. To update, please present your new payment method upon check-in.

Special Requests

Additional Beds

No special requests added.

Room Requests

No special requests added.

Smoking Preference

All guest rooms are nonsmoking.

Is there anything else you'd like to request for your visit?

No special requests added.

Terms & Conditions

Cancellation Policy

48Hours PRIOR TO 11:59 PM LOCAL TIME THE DAY OF ARRIVAL or 1 Night Fee/ Credit Card Req

Deposit Policy



Confirmation: #362419

Hyatt Regency Chicago

Hyatt Regency | Award Category 4

📍 151 East Wacker Drive, Chicago, Illinois 60601, United States

📞 +1 312 565 1234

ⓘ **DESTINATION FEE:** A daily destination fee of \$30.00 (subject to change) is applied to each room of your stay in order to provide services and amenities, which enhance the guest experience. Please contact the hotel directly for more information. [Click here](#) to view inclusions. (Inclusions subject to change at any time). *CREDIT CARD USERS: All credit cards must have a chip and name on the card, with the guest present. *DEBIT CARD USERS: There is a \$100 PER NIGHT authorization placed on your card at check in to account for any incidental charges you may incur, including but not limited to parking and food & beverage charges. Funds will be held as a 'pending charge' and will be unavailable to you. *CREDIT CARD AUTHORIZATION FORMS must be submitted 72 hours prior to arrival. If we do not receive authorization 72 hours in advance, you must present payment upon arrival. *ATTENTION: Suites are intended for private use or small informal gatherings of no more than 4 persons. We do not allow formal events, parties, or hospitalities. Suites are located on floors with restricted elevator access to registered guests only.

Guest Details

Martha Trujillo

📍 324 Applestille Rd, El Centro, CA, 92243, US

📞 (442) 265-2408

✉ CATHERINE.APALATEGUI@CO.IMPERIAL.CA.US

🛏 1 King Bed

📅 Appa Annual T...

★ Special Rate: G-ZAPP

👤 Guests 1 Adult

📅 Check-in Sat, Aug 15, 2026, 03:00 PM

📅 Checkout Thu, Aug 20, 2026, 12:00 PM

Price Summary

Total Cash

\$2,371.28

Room 1

1 King Bed

\$1,010.00

\$202.00

\$202.00

\$202.00

\$202.00

\$202.00

Room 2

1 King Bed	\$1,010.00
Sat, Aug 15	\$202.00
Sun, Aug 16	\$202.00
Mon, Aug 17	\$202.00
Tue, Aug 18	\$202.00
Wed, Aug 19	\$202.00

Taxes & Fees

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\$351.28

Occupancy tax



..... 8808 08/29

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Special Requests

Additional Beds

No special requests added.

Room Requests

No special requests added.

Smoking Preference

All guest rooms are nonsmoking.

Is there anything else you'd like to request for your visit?

No special requests added.

Terms & Conditions

Cancellation Policy

48Hours PRIOR TO 11:59 PM LOCAL TIME THE DAY OF ARRIVAL or 1 Night Fee/ Credit Card Req

Deposit Policy

Bed Preference

No special requests added.

Accessibility

No special requests added.

Confirmation: #30053806



Hyatt Regency Chicago

Hyatt Regency | Award Category 4

📍 151 East Wacker Drive, Chicago, Illinois 60601, United States

📞 +1 312 565 1234

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Guest Details

Joshua Pacheco

📍 324 Applestille Rd, El Centro, CA, 92243, US

📞 (442) 265-2408

✉ CATHERINE.APALATEGUI@CO.IMPERIAL.CA.US

2 Queen Beds

Appa Annual T...

☆ Special Rate: G-ZAPP

Guests 1 Adult

Check-in Sat, Aug 15, 2026, 03:00 PM

Checkout Thu, Aug 20, 2026, 12:00 PM

Price Summary

Total Cash

\$2,371.28

Room 1

2 Queen Beds

Sat, Aug 15

Sun, Aug 16

Mon, Aug 17

Tue, Aug 18

Wed, Aug 19

\$1,010.00

\$202.00

\$202.00

\$202.00

\$202.00

\$202.00

Room 2

2 Queen Beds**\$1,010.00**

Sat, Aug 15

\$202.00

Sun, Aug 16

\$202.00

Mon, Aug 17

\$202.00

Tue, Aug 18

\$202.00

Wed, Aug 19

\$202.00

Taxes & Fees**\$351.28**

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Occupancy tax

\$351.28



..... 8808 08/29

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Special Requests**Additional Beds**

No special requests added.

Room Requests

No special requests added.

Smoking Preference

All guest rooms are nonsmoking.

Is there anything else you'd like to request for your visit?

No special requests added.

Terms & Conditions**Cancellation Policy**

48Hours PRIOR TO 11:59 PM LOCAL TIME THE DAY OF ARRIVAL or 1 Night Fee/ Credit Card Req

Deposit Policy

Confirmation: #48200447



Hyatt Regency Chicago

Hyatt Regency | Award Category 4

📍 151 East Wacker Drive, Chicago, Illinois 60601, United States

☎ +1 312 565 1234

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Guest Details

Jose Ramirez

📍 324 Applestille Rd, El Centro, CA, 92243, US

☎ (442) 265-2408

✉ CATHERINE.APALATEGUI@CO.IMPERIAL.CA.US

🛏 2 Queen Beds

🏠 Appa Annual T...

☆ Special Rate: G-ZAPP

Guests 1 Adult

Check-in Sat, Aug 15, 2026, 03:00 PM

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Special Requests

Additional Beds

No special requests added.

Room Requests

No special requests added.

Smoking Preference

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Is there anything else you'd like to request for your visit?

No special requests added.

Terms & Conditions

Cancellation Policy

48Hours PRIOR TO 11:59 PM LOCAL TIME THE DAY OF ARRIVAL or 1 Night Fee/ Credit Card Req

Deposit Policy

Bed Preference

No special requests added.

Accessibility

No special requests added.

Confirmation: #26804328



Hyatt Regency Chicago

Hyatt Regency | Award Category 4

📍 151 East Wacker Drive, Chicago, Illinois 60601, United States

☎ +1 312 565 1234

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Guest Details

Elizabeth Sais

📍 324 Appleton Rd, El Centro, CA, 92243, US

☎ (442) 265-2408

✉ CATHERINE.APALATEGUJ@CO.IMPERIAL.CA.US

2 Queen Beds

📄 Appa Annual T...

☆ Special Rate: G-ZAPP

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Deposit Policy



Cart Total \$581.12
[Checkout](#)
[Display Cart](#)

Reservation Check Out

[+ Add passenger or contact](#)

Passenger contact information

Add
Passenger contact information is required

Passenger **Passenger**

Enter name

Phone number +1

Receive text confirmation Receive email confirmation

Email address

Enter email address

Payment

Payment options

Credit card

Card holder name

Card holder name

Card Bank

Secure, fast checkout with Link

Card number

Expiration date

Security code

1234 1234 1234 1234 MM / YY CVC

Country

United States

ZIP code

12345

Private VAN (10 PAX) **\$290.56**

08/15/2026 05:03 PM

O'Hare International Airport (ORD), West O'Hare Avenue, Chicago, IL, USA

151 East Wacker Drive, Chicago, IL, USA, Chicago

Private VAN (10 PAX) **\$290.56**

08/20/2026 08:30 AM

151 East Wacker Drive, Chicago, IL, USA, Chicago

O'Hare International Airport (ORD), West O'Hare Avenue, Chicago, IL, USA

Return Trip

[Change](#) [Remove](#)



Plan travel

Travel information

AAdvantage®

Log in

SAN ↔ ORD | Aug 15 - Aug 20 | 1 [Modify](#)

Choose flights

Your trip summary

Main / Main Plus

Round trip (non-refundable)

\$449 per person

Total \$448.80 (all passengers)

Includes taxes and carrier-imposed fees

[Price and tax information](#)

[Bag and optional fees](#)

DEPART

San Diego, CA to Chicago, IL

Saturday, August 15, 2026

SAN ORD
10:40 AM → **5:03 PM**

AA2343 • 738-Boeing 737

4h 23m Nonstop Main

[Details](#) | [Change](#)

RETURN

Chicago, IL to San Diego, CA

Thursday, August 20, 2026

ORD SAN
11:47 AM → **2:02 PM**

AA3134 • 738-Boeing 737

4h 15m Nonstop Main Plus

[Details](#) | [Change](#)



U.S. General Services Administration

FY 2026 per diem rates for CHICAGO, Illinois

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
Chicago	Cook / Lake	\$92	\$23	\$26	\$38	\$5	\$69.00