



CONTRA COSTA COUNTY

AGENDA

Community Advisory Board on Public Safety

Thursday, April 16, 2026

11:00 AM

50 Douglas Dr., Martinez |
<https://us06web.zoom.us/j/84706790338>
Webinar ID: 847 0679 0338

CAB Programs & Services Subcommittee Meeting

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. CONSIDER approving the Record of Action from the March 19, 2026, CAB Programs & Services Subcommittee meeting. [26-1603](#)
Attachments: [DRAFT CAB Programs & Services Record of Action - March 19, 2026](#)
4. Discuss CAB Programs & Services Subcommittee Work Plan. [26-1604](#)
Attachments: [Programs & Services Work Plan 2025](#)
5. Review In-Custody Survey Results. [26-1605](#)
Attachments: [FINAL 2025 In-Custody Survey Results](#)
[In-Custody Survey Questions 2025](#)
6. Discuss and Finalize Focus Group Logistics and Planning. [26-1606](#)
Attachments: [Focus Group Presentation](#)
[Focus Group Infographic](#)
[Client Feedback Process - DRAFT](#)
7. Discuss Scheduling for Future CAB presentations to the Programs & Services Subcommittee.
8. The next meeting is currently scheduled for Thursday, June 18, 2026, at 11 a.m.
9. Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Martinez, California 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Gariana Youngblood, Committee Staff
gariana.youngblood@orj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1603

Agenda Date: 4/16/2026

Agenda #: 3.

Advisory Board: CAB Programs & Services Subcommittee

Subject: Record of Action - March 19, 2026

Presenter: Tiffany Anaya, Subcommittee Chair

Information:

CONSIDER approving the Record of Action of March 19, 2026, CAB Programs & Services Subcommittee meeting.

Referral History and Update:

County ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and decisions made during the meeting. Attached for the Subcommittee's consideration is the Record of Action for the Subcommittee's March 19, 2026, meeting.

Recommendation(s)/Next Step(s):

Review and provide any necessary edits or corrections before approval.



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Thursday, March 19, 2026

11:00 AM

50 Douglas Dr., Martinez |
<https://us06web.zoom.us/j/84706790338> |
Webinar ID: 847 0679 0338

Programs & Services Subcommittee Meeting

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

Tiffany Anaya called the meeting to order at 11:04 a.m.

1. Roll Call and Introductions

Present Tiffany Anaya, Wilanda Hughes, and Rena Hurley

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public comment was received.

3. CONSIDER approving the Record of Action from the November 20, 2025, CAB Programs & Services Subcommittee meeting. [26-1160](#)

Attachments: [DRAFT CAB Programs & Services Record of Action - November 2025](#)

Discussion was held.

No public comment was received.

Motion: Hughes
Second: Hurley
Aye: Anaya, Hughes, and Hurley
Result: Passed

4. Discuss CAB Programs & Services Subcommittee Work Plan.

[26-1161](#)

Attachments: [Programs & Services Work Plan 2025](#)

Discussion was held.

No public comment was received.

The Subcommittee reviewed its work plan to discuss priorities and goals for the year and provided updates on activities from the previous year. It was reported that Bay Legal did not respond to a request for a tour of the program. Tiffany Anaya will provide Bay Legal's contact information to Rena Hurley to facilitate scheduling a program tour. Wilanda will submit notes from her interview with a member of the Board of Supervisors.

5. Update on In-Custody Survey and Process.

[26-1162](#)

Attachments: [In-Custody Survey Questions 2025](#)

Discussion was held.

Public comment was received.

The Office of Reentry & Justice provided an update on the in-custody survey. The Subcommittee requested access to the survey results and inquired about distribution and logistics, including whether a hard copy was provided and whether the survey was translated into Spanish. The Subcommittee also recommended inviting the Sheriff's Office to the April meeting to discuss survey distribution and focus groups. The Office of Reentry & Justice will conduct an analysis and present the findings at the next CAB Programs & Services Subcommittee meeting.

6. Review and Update: Timeline for Client Feedback Process and Focus Group Planning. [26-1163](#)

Attachments: [Client Feedback Process - DRAFT](#)
[Focus Group Infographic](#)

Discussion was held.

Public comment was received.

The Subcommittee discussed conducting both in-custody and out-of-custody focus groups.

For in-custody sessions, Janna Evans noted that classrooms could be utilized. At West County, classes are held Monday through Thursday from 8:00-11:00 AM and 12:30-2:30 PM. At Marsh Creek, classes are held Monday through Thursday from 8:30-11:30 AM and 1:00-3:00 PM. Fridays, when no classes are held, were identified as the most suitable day for focus groups. The Office of Reentry & Justice will obtain the necessary jail clearance to conduct in-custody sessions.

For out-of-custody sessions, the Subcommittee plans to recruit justice-impacted individuals released within the past 30-90 days, with recruitment through program staff, county partners, or other channels. Sessions will be held regionally, with the possibility of multiple focus groups on different days or times, depending on interest.

The Office of Reentry & Justice will provide an overview of its evaluation process to ensure alignment with CAB objectives. The Subcommittee will finalize focus group questions at the next Programs & Services Subcommittee meeting. Proposed topics include participant experiences, such as how individuals came into custody, their experiences returning in relation to programming, barriers to accessing services, participants' challenges and priorities, and mental health and AODS needs. The Subcommittee noted that additional structure is needed to clarify the primary questions the focus groups aim to answer in order to better formulate the questions.

7. Review Community Advisory Board (CAB) Meeting Schedule 2026. [26-1164](#)

Attachments: [DRAFT CAB Meeting Schedule 2026](#)

Discussion was held.

No public comment was received.

The Subcommittee reviewed the 2026 CAB Programs & Services meeting schedule and confirmed that the proposed dates and times were suitable for all members.

8. The next meeting is currently scheduled for Thursday, April 16, 2026, at 11 a.m.

Next Steps:

- Review CAB Programs & Services Work plan
- Review In-Custody Survey Results 2025
- Discuss future Presentations
- Review Client Feedback Timeline
 - o Discuss In-Custody and Out-of-Custody Focus Groups Logistics (i.e., timeline)

9. Adjourn

The meeting was adjourned at 12:23 p.m. by Tiffany Anaya. The next scheduled meeting of the Subcommittee is Thursday, April 16, 2026, at 11 a.m.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 50 Douglas Drive, Martinez, California 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Gariana Youngblood, Committee Staff
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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1604

Agenda Date: 4/16/2026

Agenda #: 4.

Advisory Board: CAB Programs & Services Subcommittee

Subject: CAB Programs & Services Work Plan

Presenter: Tiffany Anaya, Subcommittee Chair

Information:

Review the CAB Programs & Services Subcommittee 2025 work plan and discuss priorities to ensure alignment with the Subcommittee's goals.

Referral History and Update:

In preparation for the upcoming year, the Subcommittee will review its current work plan, identify priorities, and outline planned activities to guide its work.

Recommendation(s)/Next Step(s):

Debrief and confirm the CAB Programs & Services Subcommittee's priorities for 2026 and revise the work plan as needed to ensure the Subcommittee is effectively working toward these goals.

CAB Programs & Services Subcommittee – 2025 Work Plan

Initiative	Sub-Tasks/Benchmarks	Timeline	Responsible Persons/ Resources
Advocacy and Support of CAB Policy Platform	Undertake and brainstorm priority projects and advocacy: <ul style="list-style-type: none"> ➤ Expanding Housing resources within the County for reentry beyond AB 109 (support best practice program models, governance structures, make recommendations) ➤ Expanding Restorative Justice within the County (support best practice program models, governance structures, make recommendations) ➤ Collaborate w/ Other External Boards, Committees or Work Groups (i.e., Measure X CAB) ➤ Implicit Bias Training for CAB board members and CBO's that are receiving AB 109 funding ➤ ADA Compliances for CBO's receiving AB109 Funding- i.e., wheelchair accessibility if serving individuals daily as well as Recovery Homes with ADA compliances for those needing special accommodations ➤ Presentations from all CBO's receiving funding to make presentations before the full CAB 	Ongoing	All
Conduct Survey of Program Service Needs and Present Findings – Government and CBO	<ul style="list-style-type: none"> ➤ Programs and Services Qualitative Survey: <ol style="list-style-type: none"> 1. Develop Survey for CBO's and In-Custody Participants 2. We will disseminate to AB109 funded agencies and government departments who work with reentry population 3. Analyze 4. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc. 	Government Agencies & CBOs: Survey finalized by April May Responses (2-week response period) June Findings	All & ORJ

<p>Promote a Comprehensive Needs Assessment</p>	<ul style="list-style-type: none"> ➤ Programs and Services Qualitative Data Collection: <ol style="list-style-type: none"> 1. Conduct qualitative interviews with providers as needed post survey findings 2. Analyze 3. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc. ➤ Look at local and regional needs assessment to reentry population/programs: <ol style="list-style-type: none"> 1. Survey Local CABs (e.g., San Francisco, Alameda, etc.) ➤ Provide findings to Policy and Budget Subcommittee ➤ Develop a script and set up appointments to visit CBS's and present a report out to the committee. 	<p>August</p> <p>In time for inclusion in CAB'S Policy Brief and/or and Budget Proposal to CCP</p>	<p>All:</p> <p>CBO Site Visits:</p>
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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1605

Agenda Date: 4/16/2026

Agenda #: 5.

Advisory Board: CAB Programs & Services Subcommittee

Subject: In-Custody Survey

Presenter: Tiffany Anaya, Subcommittee Chair

Information:

Review the in-custody survey results and further discuss survey distribution, logistics, and process.

Referral History and Update:

The CAB Programs & Services Subcommittee developed a survey for individuals in custody to better understand their needs within the County's jail system and after release, with the aim of enhancing support for their reentry.

Recommendation(s)/Next Step(s):

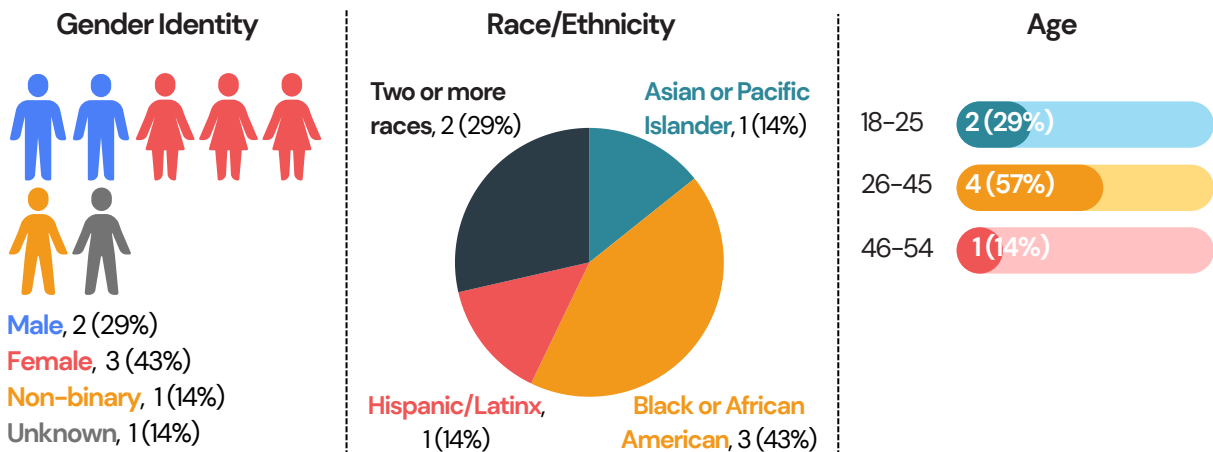
Debrief survey results and discuss how CAB can use the findings to better understand individuals' needs in the County's jail system and after release to enhance reentry support.

In-Custody Survey Results (2025) →→

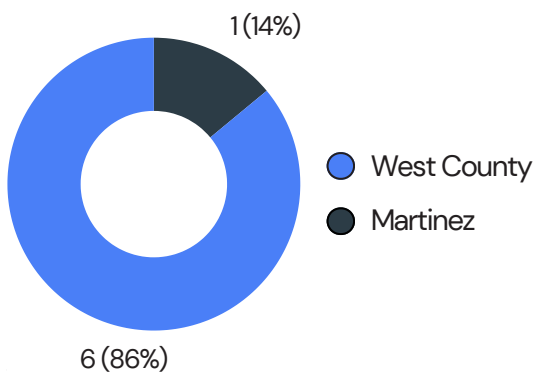
This report provides a brief snapshot of the 2025 in-custody survey results, highlighting the key services and supports respondents identified as most needed when returning to the community. These needs included housing, employment, behavioral health care, financial support, and assistance connecting with community resources.

The survey was open from November through the end of December 2025. During this period, the average daily population (ADP) across the three County jail facilities was 306. A total of 7 individuals—approximately 2% of the jail population—responded to the survey. Due to this low response rate, findings cannot be generalized to the broader in-custody population.

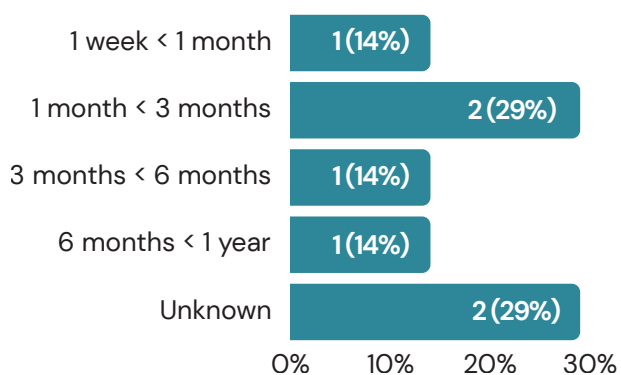
Of the seven individuals who completed the survey, the largest number identified as Black or African American women between 26 and 45 years of age.



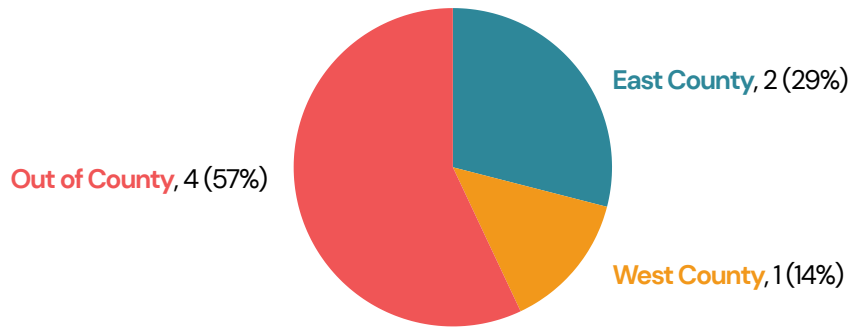
Detention Facility



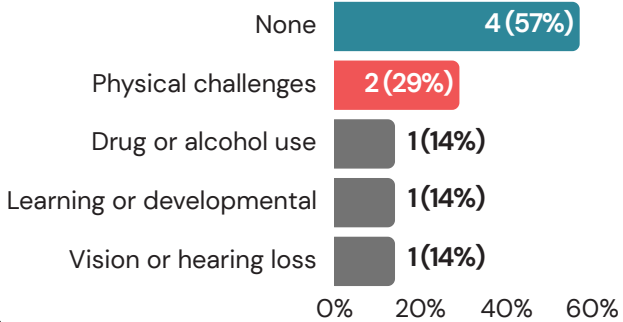
Length In-Custody



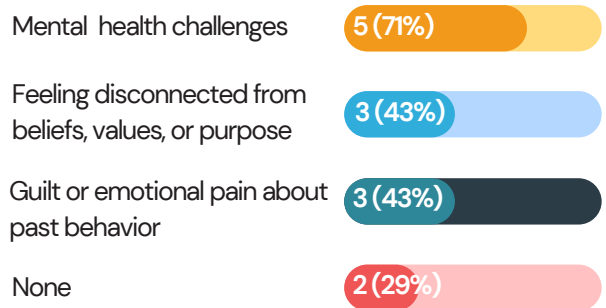
Region of the County Returning Post-Release



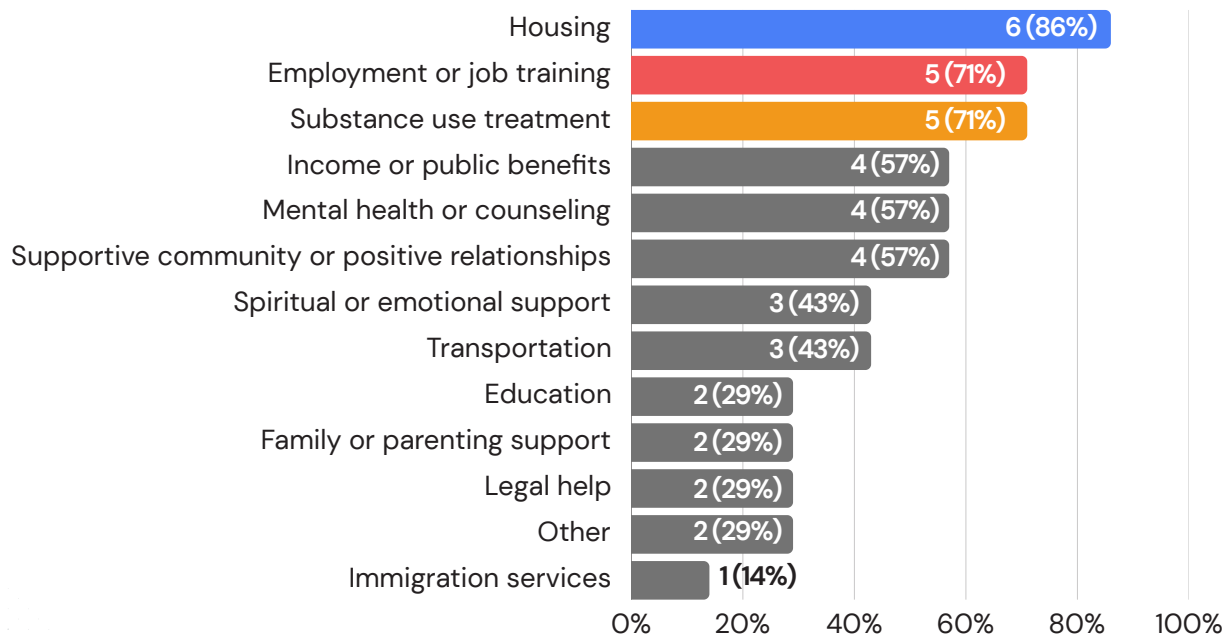
Four respondents reported no health concerns, but almost one-third identified having physical challenges.



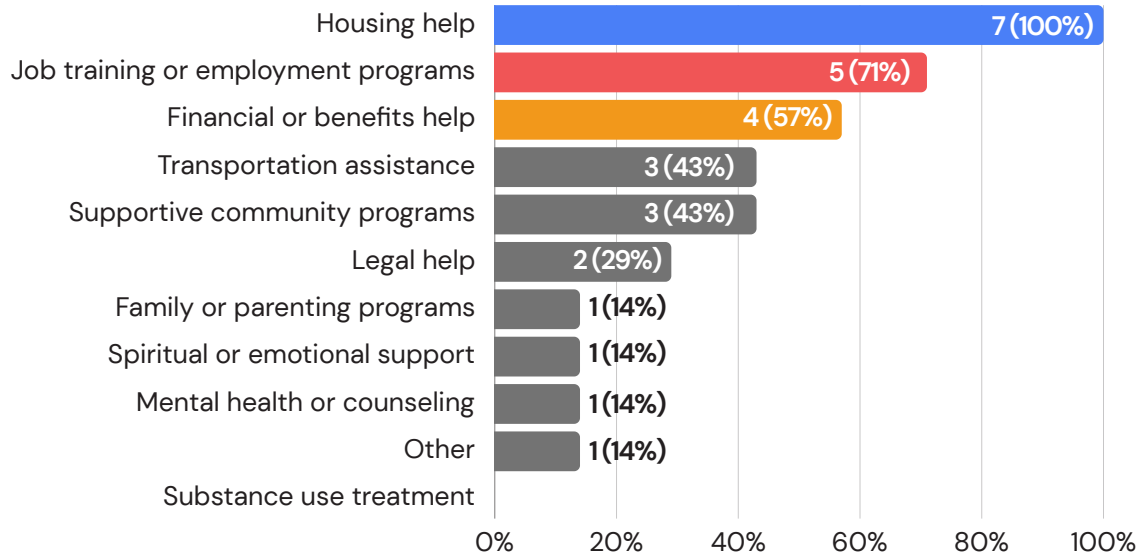
More than two-thirds of respondents reported a mental or emotional health concern.



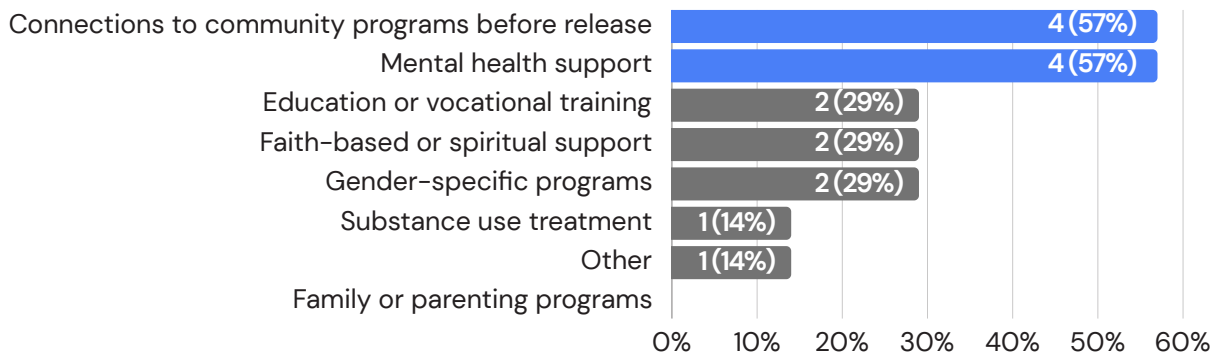
The top three needs after release from custody for survey respondents were housing, employment or job training, and substance use treatment.



All respondents identified housing help as a service needed to best support reentry goals, followed by 71% for job training or employment and 57% identified financial or benefits help.



Four respondents (57%) identified both connections to community programs before release and mental health support as services needed in-custody.



Recommendations

The responses to the in-custody survey highlight clear opportunities to strengthen engagement, support successful reentry, and expand access to essential services. The following priorities reflect what participants identified as most important to improving their experience and outcomes both during custody and as they transition back into the community.

- **Recommendation #1:** Make the survey available on both tablets and paper to improve participation and provide multiple opportunities for individuals to access and complete the survey.
- **Recommendation #2:** Continue to invest in expanded housing, employment, and job-training programs to support individuals leaving custody according to developing best practices, incorporating evidence from the Guaranteed Basic Income pilot program.
- **Recommendation #3:** Increase access to community programs and mental health support for individuals in custody by strengthening referral pathways and availability of services.

Contra Costa County In-Custody Survey 2025

The Community Advisory Board (CAB) Programs & Services Subcommittee wants to better understand your health, goals, and needs while you are in jail and after release. Your answers will help CAB make recommendations to improve services for people returning home from jail or prison. Thank you for your time!

1. Where are you currently staying?

- Martinez Detention Facility
- West County (Richmond)
- Marsh Creek (Clayton)

2. How long have you been detained at your current facility?

- Less than one (1) week
- One (1) week to less than one (1) month
- One (1) month to less than three (3) months
- Three (3) months to less than six (6) months
- Six (6) months to less than one (1) year
- More than one (1) year
- Prefer not to answer
- Unknown

3. Do you have any of these health concerns? (Select all that apply)

- Chronic illness (e.g., diabetes, heart disease, chronic pain)
- Physical challenges (e.g., trouble walking, moving, or doing daily tasks)

- Concerns about drug or alcohol use
- Learning or developmental (e.g., ADHD, dyslexia, autism)
- Vision or hearing loss
- None of the above

4. Do you have any mental health or emotional concerns? (Select all that apply)

- Mental health challenges (e.g., anxiety, depression, PTSD, bipolar, etc.)
- Guilt or emotional pain about past behavior
- Feeling disconnected from your beliefs, values, or purpose
- None of the above

5. Where do you expect to live after release?

- West County (Richmond, San Pablo, etc.)
- Central County (Martinez, Concord, Walnut Creek, etc.)
- East County (Antioch, Pittsburg, Bay Point, etc.)
- Far East County (Brentwood, Oakley, etc.)
- Outside of Contra Costa County

6. What are the top three needs or concerns that are most important to you after release?

- Housing
- Employment or job training
- Mental health or counseling
- Substance use treatment
- Family or parenting support
- Legal help
- Transportation
- Income or public benefits
- Education
- Immigration services
- Supportive community or positive relationships
- Spiritual or emotional support
- Other: _____

7. What kinds of help or services would best support your goals after release? (Select all that apply)

- Housing help
- Job training or employment programs
- Mental health or counseling
- Substance use treatment

- Family or parenting programs
- Legal help
- Transportation assistance
- Financial or benefits help
- Supportive community programs
- Spiritual or emotional support
- Other: _____

8. What supportive services are most needed inside the jail? (Select all that apply)

- Education or vocational training
- Mental health support
- Substance use treatment
- Family or parenting programs
- Faith-based or spiritual support
- Connections to community programs before release
- Gender-specific programs
- Other: _____

9. What race or ethnicity do you most identify with?

- White
- Black or African American
- Hispanic/Latinx
- Asian or Pacific Islander
- American Indian/Alaskan Native
- Two or more races
- Prefer not to say

10. What gender do you identify as? (Select all that apply)

- Male
- Female
- Transgender
- Nonbinary
- Prefer not to say

11. What is your age group?

- 18-25
- 26-45

46-64

65 or older

Thank you for sharing your experiences. Your input will help improve programs and support for people returning home.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1606

Agenda Date: 4/16/2026

Agenda #: 6.

Advisory Board: CAB Programs & Services Subcommittee

Subject: Client Feedback Process

Presenter: Tiffany Anaya, Subcommittee Chair

Information:

Review the proposed Client Feedback Process and timeline submitted by the Office of Reentry and Justice. Note that the timeline will be revised due to canceled meetings, and focus group planning will be introduced, with a detailed logistics discussion at the next meeting.

Referral History and Update:

The CAB Programs and Services Subcommittee gathers client feedback to better understand community needs, and the CAB Policy and Budget Subcommittee uses this information to inform recommendations to the Community Corrections Partnership (CCP). Due to canceled meetings, the original client feedback timeline will be revised, as the previously established schedule is no longer feasible. Focus group planning will be introduced during this meeting, with a more detailed discussion and review of logistics scheduled for the next meeting. The Board will have the opportunity to provide input and feedback at that time.

Recommendation(s)/Next Step(s):

Provide input on the proposed client feedback process, including its purpose and timeline, and confirm any adjustments to the timeline and activities for implementing the focus groups.

Understanding Focus Groups



Beth Allen

OFFICE OF REENTRY AND JUSTICE

What is a Focus Group?

A focus group is a **guided conversation** with a small group of people to gather opinions, experiences, and ideas about a **specific topic**.

Unlike one-on-one interviews, **focus groups** encourage participants to **interact and engage** with each other, fostering deeper conversations and more nuanced insights.

Observing how people talk and respond within the group can also reveal **shared values** and social norms.

(Crano, Brewer, & Lac, 2015)



Why Have a Focus Group?

- Voices of the **community** are heard in the decision-making process
- Provides space for **dialogue** and connection
- Understanding **lived experiences**
- Participants build on each other's responses, often leading to **richer insights** than you'd get from a survey or interview ("Oh, I hadn't thought of that!")



Before You Begin

Decide:

- What is your main goal?
- What question are you trying to answer?
- What do you hope to learn from this focus group?
- What decisions will this group help you make?



Let's just get a group of people together and see what comes up!



Know what
question you
are trying to
answer **BEFORE**
the focus group



Recruitment Tips

- **Ask yourself:** Who do we *really* need to hear from?
- **Recruit:** Flyers, word of mouth, social media
- **Offer:** Stipend or gift card to honor their time and input
- **Remind:** Text, email, or phone reminders before the session



Recruitment Tips for Incarcerated Individuals

- **Get permission:** Facility leadership, program coordinators, reentry staff, etc.
- **Use:** Existing classes or support groups already in facility – have facilitators spread the word
- **Post:** Flyers or written invitations in common areas or housing areas with permission
- **Work with:** Case managers or counselors – identify those who meet criteria
- **Incentives where permitted:** Extra commissary items, certificates of participation, early release from daily work responsibility



Planning the Focus Group

- **Group Size:** 6–10 participants
- **Length:** 60–90 minutes
- **Setting:** Comfortable, private, neutral space (in-person or virtual)
- **Facilitator:** Guides discussion
- **Note taker:** Helps document without interrupting flow
- **Recorded:** (With permission) For analysis and clarification



Logistics, Setup, & Other Considerations

- **Seating:** Arrange in a **circle** or around a table so participants face each other – this encourages dialogue and makes moderator less of a focal point.
- **Food: Yes!** Providing food makes people feel **relaxed** and welcomed.
- **Timing:** Choose **convenient times** (evenings/weekends if necessary) based on participants' schedules.
- **Childcare:** Offering childcare often **reduces barriers** to participation.
- **Supplies:** Nametags, pens, printed questions, sign-in sheet, water.
- **Accessibility:** Consider whether you need **wheelchair access**, parking, or transit access.
- **Language:** Do you need a **translator**? Quieter participants may not be fluent in English. Consider ways to help them feel **comfortable contributing**. Consider asking what their **needs** are *before* the session – visual or hearing accommodations?



The Session

- **Start:** With an **icebreaker** to get participants feeling comfortable and lower initial tension.
- **Set:** Ground rules: what topics are off limits (if any), one person speaks at a time, be respectful of different opinions, everyone feels **heard**.
- **Ask: Open-ended questions;** questions that cannot be answered with a simple “yes” or “no”. The purpose is to facilitate a **conversation** between participants.
- **Everyone:** Has an opportunity to speak; moderator **manages dominant voices** so no one voice monopolizes the conversation.



What Happens After?

- **Notes:** Or recordings are reviewed for *themes and insights*.
- **Share:** With participants what you heard—the “takeaway”.
- **Findings:** Are used to shape programs, policies, or decisions.
- **Trust:** Is built when people see their voices led to change.



Q & A



Beth Allen

beth.allen@orj.cccounty.us

Focus Groups

a quick guide

Q: What is a focus group?

A: Small group conversation guided by a facilitator

Participants share their experiences, opinions, and ideas about a program, service, or issue.

- Guided discussion with open-ended questions
- Participants build on each other's ideas
- Usually lasts 60-90 minutes



Q: Why use a focus group?

A: To understand experiences behind the data

Focus groups understand the story behind the numbers.

Focus groups help us learn:

- What participants think about programs or services
- What is working well and what can be improved
- New ideas from the community

Q: Who participates in focus groups?

A: People with relevant lived experience

- Program participants
- Community members
- Service providers
- Family members



Q: How are results used?

A: To improve programs and decision-making

Insights from key themes can be used to make recommendations.

- Highlight program strengths
- Identify participant barriers
- Suggest program improvements
- Inform planning and policy decisions



Facilitating a Focus Group

A Step-by-Step Guide

1 Recruit Participants

- Invite participants with shared lived experience.
- Incentives can help increase participation.

2 Create a Protocol

- Prepare a discussion guide to structure the conversation.
- Use open-ended questions that encourage detailed responses rather than “yes” or “no” answers.

3 Gather Materials

- **Moderator** – Guides the discussion and keeps the group focused.
- **Note Taker** – Documents key points and records the session (AI tools can assist).
- **Recording Device** – Captures the discussion for later review when writing up results.

Example Question:

“Thinking about your experience with the program, what has been most helpful, and what could be improved?”

4 Set Up the Room

- Arrange seating in a circle or around a table to encourage conversation.

Ground Rules

1. **Respect and Confidentiality**
Create a supportive space where participants feel comfortable sharing without fear of being judged.
2. **Everyone Gets to Speak**
Minimize “dominant” voices (those who do most of the talking). Invite shy participants to offer their perspectives.

5 Before You Start

- Set ground rules
- Obtain informed consent for recording the session

Start with an Icebreaker

Helps participants get comfortable, lowers tension, and encourages open dialogue.

Stay Focused on Goals

Minimize off-topic conversations to make the most of time.

Encourage Constructive Feedback

Invite participants to share both challenges and successes. Ask how challenges could be improved.

Ask Follow-up Questions

For brief responses, never be afraid to say “tell me more about that”

Summarize Key Takeaways

At the end, briefly summarize the main themes you heard and invite participants to clarify or add anything that may have been missed

Thank Them!

Remind them that their feedback helps to improve the program

Let's go!

Pro Tip

Let them do all the talking!

A focus group is a **conversation** between participants. Ask questions neutrally and say as little as possible so participants don't feel you're looking for a specific answer. Let the conversation flow organically.

Client Feedback Process - DRAFT Purpose: The purpose of the client feedback process is to gather input from the county's justice-involved population regarding their knowledge of and access to available reentry services, as well as to better understand their needs to inform CAB's future recommendations.

Date (Month/Year)	Activities		
	General	Program & Services	Policy & Budget
November 2025		Distribute In-custody survey (ORJ)	
January 2026		Receive & analyze In-Custody Survey results. (ORJ)	
February 2026		Presentation of In-Custody Survey results to CAB Programs & Services	Presentation of In-Custody Survey results to CAB Policy & Budget Subcommittees.
March 2026	Presentation of In-Custody Survey results at CAB General Meeting	Programs & Services begin developing post-release survey and focus group questions.	
April 2026		Distribute post-release survey and/or conduct post-release focus group(s).	
May 2026		Analyze survey/focus group findings.	
June 2026	Presentation of post-release results and a discussion of the comparison between in-custody and post-release results will take place at the CAB General Meeting.	Programs & Services Subcommittee will review comparative survey information and develop preliminary ideas for recommendations	Policy & Budget Subcommittee will review comparative survey information and develop preliminary ideas for recommendations
July 2026	CAB receives update on Subcommittees' initial ideas for recommendations at the General Meeting	Programs & Services Subcommittee continue refining initial ideas for recommendations based on comparative client feedback information and invite service providers to give input.	Policy & Budget Subcommittee continue refining initial ideas for recommendations based on comparative client feedback information and invite service providers to give input.

August 2026	CAB discusses and prioritizes Subcommittees' ideas for recommendations at the General Meeting	Programs & Services discusses lessons learned from the Client Feedback Process.	Policy & Budget begins drafting CAB recommendations.
September 2026			Policy & Budget Subcommittee presents proposed recommendations at the General Meeting and will revise them based on member feedback.
October 2026	CAB approves revised recommendations and budget request at the General Meeting.		
November 2026	CAB presents recommendations during the Community Corrections Partnership (CCP) Budget Workshop.		
December 2026	CAB presents any follow-up information as requested by the CCP.		