



CONTRA COSTA COUNTY

AGENDA

Community Advisory Board on Public Safety

Tuesday, April 22, 2025

11:00 AM

50 Douglas Dr., Martinez |
<https://us06web.zoom.us/j/88968630544>
Webinar ID: 889 6863 0544

Outreach & Community Engagement 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 Friday, March 28, 2025, CAB Outreach & Engagement Subcommittee Meeting. [25-1484](#)
Attachments: [DRAFT CAB Outreach & Community Engagement \(OCEC\) Subcommittee Meeting - March 28, 2025](#)
4. Discuss CAB Outreach & Community Engagement Work Plan [25-1485](#)
Attachments: [DRAFT CAB Outreach & Community Engagement Work Plan 2025](#)
5. Revise Ambassador Program Guide [25-1486](#)
Attachments: [Ambassadors Program Guide & Talking Points](#)
6. Discuss the Community Advisory Board's Interview Process and Applicant Expectations
7. Discuss Community Advisory Board's Orientation and On Boarding Process
8. Discuss AB 109 Mini Summit
9. Discuss Marketing and Outreach Strategies and Materials
10. The next meeting is currently scheduled for Tuesday, May 27, 2025, at 11 a.m.
11. 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 #: 25-1484

Agenda Date: 4/22/2025

Agenda #: 3.

Advisory Board: CAB Outreach & Community Engagement Subcommittee

Subject: Record of Action - March 28, 2025

Presenter: Demetria Lawrence, Subcommittee Chair

Information:

CONSIDER approving the Record of Action from March 28, 2025, CAB Outreach & Community Engagement 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 in the meeting. Attached for the Subcommittee's consideration is the Record of Action for the Subcommittee's March 28, 2025, meeting.

Recommendation(s)/Next Step(s):

Review and provide any edits/corrections, if necessary, before approval.



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Friday, March 28, 2025

10:00 AM

50 Douglas Dr., Martinez |
<https://us06web.zoom.us/j/88311429903> |
Call in: (669) 900-6833 |
Meeting ID: 883 1142 9903 |
Access Code: 614111

Outreach & Community Engagement Subcommittee Meeting

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

Demetria Lawrence called the meeting to order at 10:23 a.m.

1. Roll Call and Introductions

Present Demetria Lawrence, Alexandria Spearman, and Gloribel Pastrana

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 February 25, 2025, [25-1128](#)
CAB Outreach & Community Engagement Subcommittee Meeting.

Attachments: [DRAFT CAB Outreach & Community Engagement Subcommittee Record of Action - February 25, 2025](#)

Motion: Spearman

Second: Pastrana

Aye: Lawrence, Spearman, and Pastrana

Result: Passed

4. Discuss Ambassador Program Guide [25-1129](#)

Attachments: [Ambassadors Program Guide & Talking Points](#)

Discussion held
Public comment received.
Demetria will draft guidelines for taking meeting notes.
Alexandria will create an Ambassador checklist

5. Discuss Community Advisory Board's Interview Process [25-1130](#)

Attachments: [DRAFT Community Advisory Board's Interview Questions](#)

Discussion held.
Public comment received
Demetria will revise interview questions
Follow-up with Patrice on best practices for interviewing during public meetings
Create a set of expectations for CAB applicants

6. Discuss Community Advisory Board's Orientation and On Boarding Process

No Discussion held
Discuss CAB's orientation and on boarding process at next meeting.

7. The next meeting is currently scheduled for Tuesday, April 22, 2025, at 11 a.m.

Next Steps:

- Revise Ambassador's Program Guide
 - o Draft questions / reference guide for BOS meetings
- Orientation/Onboarding Process
- CAB Interview Process
- Finalize CAB OCEC Work Plan
- AB 109 Mini Summit

8. Adjourn

The meeting was adjourned at 11:32 a.m. by Demetria Lawrence. The next scheduled meeting of the Subcommittee is Tuesday, April 22, 2025, 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
gariana.youngblood@orj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1485

Agenda Date: 4/22/2025

Agenda #: 4.

Advisory Board: CAB Outreach & Community Engagement Subcommittee

Subject: Outreach & Community Engagement Work Plan

Presenter: Demetria Lawrence

Information:

Review and discuss the work plan for the CAB Outreach & Community Engagement Subcommittee.

Referral History and Update:

CAB Subcommittees (i.e. Program & Services; Policy & Budget; and Outreach & Community Engagement) were tasked with reviewing their work plans to identify their priorities for the remainder of the year.

Recommendation(s)/Next Step(s):

Debrief and finalize the work plan to align with the CAB Subcommittees' priorities for 2025.

CAB Outreach and Community Engagement Committee – 2025 Work Plan

Objective(s): Community Outreach & Community Engagement's Goals

Task	Outcomes Goals	Timeline	Responsible Persons/ Resources
	Task 1 – Survey CAB on the knowledge base of the current CAB members. To be used to evaluate prospective new member applications in terms of the voids in knowledge base of the current CAB membership. This will allow for the search for targeted knowledge base during recruitment process.	January – December (Further review)	(Note: Not a target focus for 2025)
Membership Cultivation	Task 1 - To have the Application listed on the appropriate Contra Costa County websites to recruit for current and future CAB member vacancies.	January – December	All (and ORJ)
	Task 2 – OCEC outreach to County and/or City Boards/Commissions, CBOs, and Faith-Based communities for the recruitment of current and future membership needs.	January – December	All (and ORJ)
	Task 3 – OCEC will work with ORJ in reviewing the CAB membership applications and follow the Operating Guidelines to create an application pool.	January – December (Completed)	All
	Task 4 – Interview the prospective new CAB membership applicants and make recommendations to the full CAB for approval of any new CAB member(s).	January-December (Ongoing)	All
	Task 5 - OCEC shall plan, develop, and schedule Annual Onboarding/Orientation training for new CAB members held in January of each calendar year.	June-December	All (and ORJ)
	Task 6- OCEC will also ensure that all CAB members who are selected to the board after the annual training are offered and receive the essential elements of that orientation to meet their training needs.	January-December (Further review)	All (and ORJ)
Community Outreach	Task 1 – Update the CAB outreach presentation PowerPoint to reflect the current CAB Policy Statement and Platform.	May	ORJ & OCEC Subcommittee
	Task 2 – Identify and Log the County and City Boards/Commissions, CBOs, Faith-Based and community meetings that directly affect the re-entry population. Seek community input, concern, and recommendations for reentry services. For example: HIP, QAC, RSC Steering Committee, CCP, PPC, BOS, etc.	May (Ongoing)	All (and ORJ) (Note: OCEC will draft a list of Board / Committee meetings for CAB to attend and keep track of)

Task 3 – A CAB representative(s) will attempt to visit monthly or participate by other means a minimum of one County or City Boards/Commissions or COS or community meetings that directly affect the reentry population, in an effort to educate those organizations on the CAB’s purpose, activities, boards the CAB advises and what type of work the CAB is doing in relation to the reentry population. In addition, the CAB representative(s) is to report back to the CAB on the outreached organizations’ basic purposes and on their shared goals and objectives with the CAB.

January-December
(Ongoing)

All members (CAB Full Body)

(Note: Discuss w/ Full Body what meetings CAB members can attend)

Task 4 – Coordinate the CAB Ambassadors program to assign CAB members to be ambassadors to the BOS and CCP Executive Members in order to create a two-way channel for sharing information between the CAB and the BOS and CCP. Assist CAB in developing messaging of talking points related to the Ambassadors Program.

March – July

All members (CAB Full Body & ORJ)

(Note: discuss assignments. September-October (Meetings to be scheduled))

Task 5 – Coordinate the annual CAB Retreat designed to orient both new and existing members. This retreat discusses the CAB’s purpose and function while providing an opportunity for team-building activities. Members will also engage in strategizing plans, improving communication, and realigning with the CAB’s overall goals.

November – January
(Ongoing)

All (and ORJ)



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1486

Agenda Date: 4/22/2025

Agenda #: 5.

Advisory Board: CAB Outreach & Community Engagement

Subject: Ambassador Program Guide

Presenter: Demetria Lawrence, Subcommittee Chair

Information:

Evaluate and review the Ambassador Program Guide.

Referral History and Update:

CAB members are responsible for organizing and arranging meetings with members of the County's Community Corrections Partnership, Board of Supervisors, and other relevant County representatives to provide updates on previous efforts and discuss their priorities and goals for the remainder of the year.

Recommendation(s)/Next Step(s):

Review and update the Ambassador Program Guide as needed before finalizing.

CAB
AMBASSADOR PROGRAM
GUIDE
2024

CAB Ambassador Program Guide

(Steps for Preparing for A Meeting)

Guide Overview

1. Ambassador Program-Executive Summary
2. Ambassador Assignments
3. Points of Contact for BOS & CCP Executive Members
4. Sample Correspondence-Requesting Ambassador Meeting
5. Tips for Effective Ambassador Meeting
6. Sample Outline for Framing Interview/Conversation
7. Example Summary of Meeting Notes
8. External Meeting Report-Key Results
9. Sample Thank You Note

CAB AMBASSADOR PROGRAM

EXECUTIVE SUMMARY

PROGRAM OVERVIEW: The CAB Ambassadors Program (CAP) was originally initiated in 2016 as a mechanism to increase receptiveness to CAB's proposal for the establishment of an Office of Reentry & Justice (ORI). The purpose of the establishment of the CAP is twofold:

- First, it creates a conduit between CAB and those that will ultimately vote on CAB's proposals. Through the Ambassadors' communication with the delegation, there is time to engage with stakeholders so that CAB can learn about what departments and elected officials are working on, while informing them of what CAB's areas of focus for the year are.
- The second function of the CAP is to mobilize support for an important or potentially controversial issue that the CAB recommends to address. CAB Ambassadors would meet with each delegate at least one time annually in preparation for critical end-of year voting.

The CAB's Members assist in developing a set of recommended talking points as a guide in discussion with members of the Community Corrections Partnership and County Board of Supervisors.

Our CAB Ambassador Program seeks to pair up CAB Members, one being the "Lead", and the other being the "Second". The main goal is for these individuals to function as a team. ORI will review assignments for compliance with the "Brown Act".

2024 CAB Ambassadors Program Member Assignments

Community Corrections Partnership (CCP) Select Members											Board of Supervisors- District				
CAB Member	CAO	Court	H3	Behavioral Health	District Attorney	EHSD	LEA	Probation	Sheriff's Office	Public Defender	1 Gioia	2 Andersen	3 Burgis	4 Carlson	5 Glover
Nicole	1st	1st		1st											
Brenda		2nd				1st	1st		1st		1st				
Rena H.			1st	2nd						1st					
Marcus					1st			1st				1st	1st		
Justin			2nd		2nd									1st	2nd
Jeffrey															
Rena M.															
Traci		3rd				2nd				2nd					
Alexandria									3rd			2nd	2nd		
Demetria							2nd							2nd	3rd
Tiffany									2nd		2nd				1st
Wilanda	2nd			3rd				2nd							

1st = Lead

2nd = Second

Standing Committee Assignments

POLICY & BUDGET

Nicole
Jeffrey
Justin

PROGRAMS & SERVICES

Rena M.
Rena H.

OCEC

Marcus
Brenda

CAB Ambassadors Program Contact List				
<u>BOS/CCP Exe Members</u>	<u>Member's Name</u>	<u>Email & Phone</u>	<u>Staff</u>	<u>Staff's Email & Phone</u>
Supervisor John Gioia	Supervisor John Gioia	<u>John.Gioia@bos.cccounty.us</u> 510-942-2220	Cynthia Harvey Patton	<u>cynthia.patton@bos.cccounty.us</u> 510-942-2221
Supervisor Candace Andersen	Supervisor Candace Andersen	<u>Candace.Andersen@bos.cccounty.us</u> 925-655-2300	Jill Ray	<u>jill.ray@bos.cccounty.us</u> 925-655-2300
Supervisor Diane Burgis	Supervisor Diane Burgis	<u>Diane.Burgis@bos.cccounty.us</u> 925-655-2330	Melissa Van Ruiten	<u>Melissa.VanRuiten@bos.cccounty.us</u> 925-655-2333
Supervisor Ken Carlson	Supervisor Ken Carlson	<u>SupervisorCarlson@bos.cccounty.us</u> 925-521-7100	Manny Bowlby	<u>Manny.Bowlby@bos.cccounty.us</u> 925-655-2350
Supervisor Federal Glover	Supervisor Federal Glover	<u>Federal.Glover@bos.cccounty.us</u> 925-608-4200		<u>Vivian.Lee@bos.cccounty.us</u> 925-608-4201
CAO	Monica Nino	<u>Monica.Nino@cao.cccounty.us</u>	925-655-2075	Paula Webb
District Attorney	Diana Becton	<u>Diana.Becton@contracostada.org</u>	925-957-2218	Bobbi Mauler

Superior Court Exe. Officer	Matthew Malone	mmalo1@contracosta.courts.ca.gov	925-608-2700	N/A
Public Defender	Ellen McDonnell	Ellen.McDonnell@pd.cccounty.us	925-335-8075	N/A
Concord Police Chief	Mark Bustillos	mark.bustillos@cityofconcord.org	925-671-3220	Sarah Weller
Probation	Esa Ehmen-Krause	Esa.Ehmen@prob.cccounty.us	925-313-4188	Deborah Caldwell
EHSD	Marla Stuart	mstuart@ehsd.cccounty.us	925-608-4801	Paige Lewis-Villa
Sheriff's Office	David O. Livingston	dliwi@so.cccounty.us	510-262-4204	Jody Sicheneder
Behavioral Health	Dr. Suzanne Tavano	Suzanne.Tavano@cchealth.org	925-957-5169	
Health, Housing and Homeless (H3)	Cristy Saxton	Christy.Saxton@cchealth.org	925-608-6709	Betsy Cajina
*List updated June 2023 *Meetings to be scheduled for Aug-Oct 2023				

SAMPLE CONTACT EMAIL

REQUESTING & CONFIRMING AMBASSADOR MEETING

Dear:

My colleague(s) and I would like to schedule a meeting to discuss the Community Advisory Board (CAB) Ambassador program and its work on the AB109 Access Funding.

We want to provide an overview of the program and request your feedback on four key priority areas: housing, behavioral health, employment, and pre/post-release services.

Please provide a time and date of your availability within the next several weeks. If there is another individual you would prefer to represent you, please let us know, and we will reach out to them to schedule the meeting

Thank you for your assistance. I look forward to hearing from you soon.

XXXXXXXXXX (Name of Sender)
CAB Member

EMAIL CONFIRMING MEETING

Dear :

My associate XXXXXXXXXXXXXXX and I are looking forward to hearing your perspectives on public safety issues. We want to provide an overview of the program and request your feedback on the four key priority areas:

1. housing,
2. behavioral health,
3. employment, and
4. pre/post-release services.

We look forward to this opportunity to strengthen the partnership between the CAB and your office

Respectfully,

XXXXXXXXXXXXXXXXXX

CAB Member

DRAFT

Tips for Effective Ambassador Meeting

- The two interviewers should meet prior to their Ambassador Call to layout their joint approach!!! This is crucial for the comfort of new CAB Members engaged in the Ambassador Program & to provide a professional approach.
- Be...
 - Punctual (i.e.. arrive 10-15 minutes early)
 - Polite
 - Professional
 - Personable
 - Engaging
- Focus on “Active Listening”
- Clearly define why we are here
- Prepare some questions
- Most Important... STAY POSITIVE and speak with an affirmative tone
- Review Interviewee's web page
- Take notes

EXAMPLE: SUMMARY OF MEETING NOTES (SUPERVISOR BURGIS) Nov 3, 2021 @ 3:15 PM

- Her assignments as a County Supervisor have not been in the Criminal Justice arena. They are learning about this area.
- Develop a relationship with Alicia Nuchols (925 655 2335) in her office who watches various areas such as this. She can assist us with priorities for the Supervisor’s District
- We should look into Measure X money. It allows receiving agencies to be creative with the use of that money. It would be most helpful if we could assist the county in finding funding for various initiatives.
- Public Safety is a key issue for her District. We should frame our messaging to those we are seeking assistance from stressing that our programs save considerable money by not investing it in the prison system
- She feels we can give people HOPE by stressing accountability
- As far as transparency, it would be helpful to provide a model from a county that’s engaging in transparency in a effective manner. We should keep in mind that there are limits as to what can be reasonably accomplished. Our emphasis should not

Sample Outline For Framing an Interview / Conversation

(LEAD)

Greeting and introduction of Community Advisory Board (CAB) attendees.

- Give lead/Co-lead(s) an opportunity to introduce themselves.
- Provide opportunity to introduce themselves and other attendees.

Establish purpose of the meeting.

- Establish a line of communication between the CAB and their respective office.
- We would like to hear your priorities and receive input from you on how the CAB could support your initiatives and priorities.
- Please feel free to chime-in as appropriate.
- Before we move along are there any priorities or issues that you would like to discuss and bring to our attention?

- (CO-LEAD)

- Introduction to CAB's Policy Statement & Pillars
 - Over the last several years, the CAB has worked diligently to realize the intention of AB 109 Public Realignment by advocating for increased community-based reentry services, supporting the expansion of our reentry system, ensuring our criminal justice partners and the broader community work together to end the cycle of recidivism and mass incarceration.
 - Some of our accomplishments include successful increases in funding for community-based housing resources, legal aid, and employment services; new expense reporting templates; strengthening pre-release transition planning; and the permanent creation and expansion of the Office of Reentry and Justice.

- Over the last year, CAB members and members of the community have come together to “make real” a set of values that we believe MUST be at the center of ALL justice-system related decision-making and policies enacted by the County.
- As County residents and representatives of the community, **we want a fair and effective justice system in Contra Costa County. Our approach to policy rests on four (4) pillars:**
 - We want to invest in what works.
 - We believe that true justice requires social justice.
 - We believe that incarceration should serve as a last resort.
 - We believe that safety for all depends on justice for all.

(LEAD)

- **Discuss CAB’s recent accomplishments:**

- This year CAB’s Policy & Budget Subcommittee was tasked by the Community Corrections Partnership (CCP), and supported by the Public Protections Committee (PPC) of the Board of Supervisors, to develop recommendations for utilizing a one-time allocation of \$15M in excess funds from the AB 109 fund balance on CAB’s four priorities:
 - (1) expanding housing services for justice-involved individuals;
 - (2) expanding behavioral health support for justice-involved individuals;
 - (3) increasing employment opportunities for reentry population; and
 - (4) enhancing pre-release engagement services.
- During this time, departments and organizations serving AB109 individuals across the county provided written responses to questions, presented at CAB subcommittee meetings, and made themselves available to discuss this important issue.
- The outcome of the workgroups allowed CAB to make the following recommendation with the excess funds, and we would like share with you the great work CAB has been able to conduct with the support and feedback through workgroups conducted that included H3, Behavioral Health, Rubicon, WIOA, CCC Human Resources, Sheriff's Office, Contra Costa Office of Education, DA, Public Defenders Office, Detention Health, LAO, Hope Solutions who participated in the round table discussions.
- This work cannot be completed without the trust installed in CAB from the BOS, CCP and county programs. With the ongoing dedication and commitment to serving the AB109 population in Contra Costa County, we, CAB, would have been unable to retrieve the results.

(CO-LEAD)

Review CAB Recommendations:

- We would like to share our results with you around four (4) key Priority Areas and open it up for discussion and feedback.

Priority Area # 1 is Housing.

<i>Priority Area # 1 Housing</i>
Funding is needed to establish an additional countywide CORE team(s) to focus on homeless reentry population in the community and at the point of immediate release from the county's detention facilities. The estimated funding would be for the creation of Reentry/Justice CORE position(s).
RFP: In collaboration with H3 & Probation, funding is needed to expand our county's housing supports specific to the AB109/Reentry population by following H3 and the CoC's 1-2-4 housing services framework for interim, permanent, and homelessness prevention.

Discussion/Feedback

Move to the area of Priority Area # 2 Behavior Health

(LEAD)

Priority Area # 2...BEHAVIORAL HEALTH is our second area of focus

Priority Area # 2 Behavioral Health
Funding is needed to pilot a countywide on-demand mobile outreach service for behavioral health resources that can be accessed anywhere in the community, affording current reentry providers and reentry clients with on-demand supports for behavioral health needs while reducing wait times and system navigation challenges.
Funding is needed to hire additional Community Support Workers (CSWs) to provide field based mental health services in the community in partnership with CBO providers. CSWs are typically trained and qualified peer support specialists.

Discussion/Feedback

Move to the area of Priority Area # 3 – Employment Services

(CO-LEAD)

Priority Area # 3...EMPLOYMENT SERVICES is our third area of focus.

Priority Area # 3 Employment
<p>Funding is needed to pilot a countywide employment pathway for reentry participants to fill vacant county positions. To prepare reentry clients for such opportunities, the pilot program would include:</p> <ul style="list-style-type: none">a. Job training workshops and on-the-job training for preparation into County roles.b. Establish internships and transitional employment opportunities with county departments and CBO providers for job-specific roles.c. Increase and enhance pre-release employment service offerings, including identification of immediate employment opportunities prior to release and support job placement.d. A clean slate program designed to help clients clear their prior record. <p>Program services would be procured through a competitive bidding process (RFP).</p>

Discussion/Feedback

Move to the area of Priority Area # 4 – Pre/Post Release Services

(Lead)

Priority # 4...PRE/POST RELEASE SERVICES is our fourth & final area of focus.

Priority Area # 4 Pre/Post-Release Engagement
<p>Funding is needed to pilot a Guaranteed Income program for justice-involved individuals. These additional resources, on a time-limited basis, provide basic needs assistance and offer opportunities toward greater economic security.</p>

Program design and service delivery would be procured through a competitive bidding process (RFP).

Funding is needed for a variety of pre and post release services to be utilized as system “gap – fillers” to increase client connections to reentry programming while in-custody and upon those critical first few weeks following release. The following are recommendations for expansion of existing services based on provider staff feedback and CAB’s in-custody survey findings.

1. Expand transportation and increase mentoring services upon release-24 HR/after hours and weekends countywide.
2. Expanding existing service hours for after hours and weekends.
3. Expand language services for in-custody and post-release service provision.
4. Expansion of in-custody and post-release services for women.

Previously accounted for in Priority Area #1 Housing Services, funding is needed to provide Interim Bridge Housing placement for individuals released from the county’s jails facilitated and coordinated by a Reentry-focused CORE Team (see above). For the Pre/Post-Release Engagement Priority Area, CORE team members should have the ability to conduct assessments, arrange housing placements and schedule transportation from the detention facility to the Bridge Housing Program at any time of release. An additional set-aside is recommended to account for expenses related to assessing, service coordination and placement beyond business hours.

Discussion/Feedback

(LEAD)

We would like to note that our Priorities are aligned with our 2023 recommendations and the Programs & Services AB 109 Survey that we asked our County agencies & CBOs to participate complete. It is our understanding that CAB’s recommendations will be going before the Board of Supervisors for consideration at a future meeting.

CONCLUSION

(CO-LEAD)

- We appreciate you taking the time to meet with us. It has been an absolute pleasure. We believe it has been time well spent.

(LEAD)

- Thank you for providing this opportunity to meet and hear about the work being done by the CAB.
- Please have your office reach out to us if there is ever a need for clarification or an opportunity for the CAB to provide support.
- The fact that this meeting has taken place says a great deal about your commitment to this important work.
- We are so pleased to have the opportunity to see first-hand the role that you play in making Contra Costa County a better place to live & I thank you for providing this opportunity to meet.

EXAMPLE SUMMARY OF MEETING NOTES

- Applauded CAB work in strength ties across county departments and CBOs
- Recommend bringing law enforcement into some conversations so we can address issues that lead to incarceration that may be preventable.
- One area would like to see us learn more about its pathways for AB109 individuals to get connected back to education pipeline.
- Supervisor Carlson explored the idea of supporting the families of AB109 individuals.
- One recommendation was to develop training or interactive videos for county staff to walk a day in the shoes of those they serve.

External Meeting Report - Key Results

Report to CAB After Member Participation in an External Meeting

SAMPLE REPORT OUT – CAB AMBASSADOR MEETING:

Group Name	Supervisor Burgis	Date	November 3, 2021
Location	Zoom Call	Time	3:15 PM
Purpose	Update Supervisor of CAB's Proposals & Activities		

MEETING HIGHLIGHTS

- In attendance were Jon'Ta Davenport (Lead) & Crawford Carpenter (Second)
- Her assignments as a County Supervisor have not been in the Criminal Justice arena. They are learning about this area.
- Develop a relationship with Alicia Nuchols (925 655 2335) in her office who watches various areas such as this. She can assist us with priorities for the Supervisor's District
- We should look into Measure X money. It allows receiving agencies to be creative with the use of that money. It would be most helpful if we could assist the county in finding funding for various initiatives.
- Public Safety is a key issue for her District. We should frame our messaging to those we are seeking assistance from stressing that our programs save considerable money by not investing it in the prison system
- She feels we can give people HOPE by stressing accountability
- As far as transparency, it would be helpful to provide a model from a county that's engaging in transparency in an effective manner. We should keep in mind that there are limits as to what can be reasonably accomplished. Our emphasis should not be on coming in after the fact, but on being proactive with measures that can be adequately planned for
- Three areas that are priorities for her District are:
 - Housing
 - Mental Health
 - Homelessness

ACTION REQUESTED OF FULL CAB

- Note comments above regarding providing a model of successes

IMPORTANT DATES

- N/A

ATTACHMENTS

- N/A

SAMPLE CAB THANK YOU EMAIL

We appreciate you taking the time to meet with us. The opportunity you provided allowed us to establish a line of communication and share with you about the Community Advisory Board's work and our commitment to Contra Costa County.

We look forward to collaborating with your Office and other stakeholders to ensure the CAB's work is understood and considered while addressing the needs of the reentry population in Contra Costa County.

Thank you,

CAB Member

CAB Ambassador Talking Points:

1. Introduction to CAB's Policy Statement & Pillars

- Over the last several years, the Community Advisory Board (CAB) has worked diligently to realize the intention of AB 109 Public Realignment by advocating for increased community-based reentry services, supporting the expansion of our reentry system, ensuring our criminal justice partners and the broader community work together to end the cycle of recidivism and mass incarceration.
- Some of our accomplishments include successful increases in funding for community-based housing resources, legal aid, and employment services overtime; new expense reporting templates; strengthening pre-release transition planning; and the permanent creation and expansion of the Office of Reentry and Justice.
- Over the last year, CAB members and members of the community have come together to “make real” a set of values that we believe **MUST** be at the center of **ALL** justice-system related decision-making and policies enacted by the County.
- As County residents and representatives of the community, **we want a fair and effective justice system in Contra Costa County. Our approach to policy rests on four pillars:**
 - **We want to invest in what works.**
 - **We believe that true justice requires social justice.**
 - **We believe that incarceration should serve as a last resort.**
 - **We believe that safety for all depends on justice for all.**
- We hope you agree with this statement and join us in realizing this vision and mission for the whole County.

2. Continue to Enhance AB 109 Budget Transparency & Accountability

- We commend CCP and CAO for their timely responses to CAB's previous requests to establish a process and policies that will improve budget transparency.
- To continue to foster public trust by ensuring AB 109 funding is applied with the same objectives in mind as articulated in the AB 109 Public Realignment legislation, CAB encourages ongoing review, analysis and public discussion of AB 109 fund uses. CAB will continue to support enhancing transparency by

identifying instances of over and under spending, supplantation, and inconsistent financial reporting of AB 109 funding requests and approved allocations.

- CAB recognizes the importance of linking outcomes and impacts of AB 109 funded programs and services to annual budgetary decision-making. CAB recommends that ongoing discussions relating to the impact of AB 109 spending should take place throughout CCP's budgetary review process.
- CAB recognizes that as agencies become more responsive to the calls for greater transparency, it's critically important that the County also commits to rigorous and meaningful analysis of use of funds to determine their effectiveness and alignment with the intent of AB 109 Public Realignment, the County's overall goals and objectives for reducing recidivism cited in the guiding strategies and goals outlined in the County's Reentry Strategic Plan, the County's AB109 Implementation Plan, the County's AB109 Operations Plan, the County's Racial Justice Taskforce Recommendations, and other relevant guiding documents that may exist now or in the future.

3. Support CAB's Policy and Budget Recommendations for FY23-24 and AB109 Excess Funds Recommendations to:

- Each year, CAB develops and presents a variety of policy and budget recommendations to the CCP with a commitment to strengthen the implementation of AB 109 public safety realignment and enhance local efforts to improve the County's criminal justice system. CAB key focus as been to:
 - Continue investments in housing to expand the pool of reentry-specific housing
 - Expand the use of alternatives to incarceration, including diversion and restorative justice, and ensure equitable access to these programs.
 - Ensure all reentry programs and services are adaptable to a racial equity lens, trauma-informed, culturally component, and responsive to the communities being served.
 - Expand investments in employment resources.
 - Support the development of a data strategy coordinated by the Office of Reentry and Justice to improve data collection, analysis, and evaluation of

Programs and services, and the impact of AB 109 funding on the reentry population.

- Increase targeted support and expand community-based resources for individuals with disabilities that are also justice-system involved to include persons with physical and developmental disabilities, as well as those experiencing co-occurring mental health and substance use disorders.

Talking Points to Explain Excess Funding Recommendations & Planning Process

This year CAB Policy & Budget Subcommittee was tasked by the Community Corrections Partnership (CCP), and supported by the Public Protections Committee (PPC) of the Board of Supervisors, to develop recommendations for utilizing a one-time allocation of \$15M from the AB 109 fund balance on CAB's four priorities related to (1) expanding housing services for justice-involved individuals; (2) expanding behavioral health support for justice-involved individuals; (3) increasing employment opportunities for reentry population; and (4) enhancing pre-release engagement services. During this time, departments and organizations serving AB109 individuals across the county provided written responses to questions, presented at CAB subcommittee meetings, and made themselves available to discuss this important issue.

The outcome of the workgroups allowed for CAB to make the following recommendation with the excess funds.

Priority Area # 1 Housing
Funding is needed to establish an additional countywide CORE team(s) to focus on homeless reentry population in the community and at the point of immediate release from the county's detention facilities. The estimated funding would be for the creation of Reentry/Justice CORE position(s).
RFP: In collaboration with H3 & Probation, funding is needed to expand our county's housing supports specific to the AB109/Reentry population by following H3 and the CoC's 1-2-4 housing services framework for interim, permanent, and homelessness prevention.
Priority Area # 2 Behavioral Health
Funding is needed to pilot a countywide on-demand mobile outreach service for behavioral health resources that can be accessed anywhere in the community, affording current reentry providers and reentry clients with on-demand supports for behavioral health needs while reducing wait times and system navigation challenges.
Funding is needed to hire additional Community Support Workers (CSWs) to provide field based mental health services in the community in partnership with CBO providers. CSWs are typically trained and qualified peer support specialists.
Priority Area # 3 Employment
Funding is needed to pilot a countywide employment pathway for reentry participants to fill vacant county positions. To prepare reentry clients for such opportunities, the pilot program would include:
a. Job training workshops and on-the-job training for preparation into County roles.

b. Establish internships and transitional employment opportunities with county departments and CBO providers for job-specific roles.

c. Increase and enhance pre-release employment service offerings, including identification of immediate employment opportunities prior to release and support job placement.

d. A clean slate program designed to help clients clear their prior record.

Program services would be procured through a competitive bidding process (RFP).

Priority Area # 4 Pre/Post-Release Engagement

Funding is needed to pilot a Guaranteed Income program for justice-involved individuals. These additional resources, on a time-limited basis, provide basic needs assistance and offer opportunities toward greater economic security.

Program design and service delivery would be procured through a competitive bidding process (RFP).

Funding is needed for a variety of pre and post release services to be utilized as system “gap – fillers” to increase client connections to reentry programming while in-custody and upon those critical first few weeks following release. The following are recommendations for expansion of existing services based on provider staff feedback and CAB’s in-custody survey findings.

1. Expand transportation and increase mentoring services upon release-24 HR/after hours and weekends countywide.
2. Expanding existing service hours for after hours and weekends.
3. Expand language services for in-custody and post-release service provision.
4. Expansion of in-custody and post-release services for women.

Previously accounted for in Priority Area #1 Housing Services, funding is needed to provide Interim Bridge Housing placement for individuals released from the county’s jails facilitated and coordinated by a Reentry-focused CORE Team (see above). For the Pre/Post-Release Engagement Priority Area, CORE team members should have the ability to conduct assessments, arrange housing placements and schedule transportation from the detention facility to the Bridge Housing Program at any time of release. An additional set-aside is recommended to account for expenses related to assessing, service coordination and placement beyond business hours.

We are happy to answer any questions you may have.