

**2024 RETREAT AGENDA: Morning Session**  
**JANUARY 11, 2024**

Time	Topic/Activities	
<b>STEP 1: LEARNING TOGETHER</b>		
<p><b>9:00 AM</b> - 20 min</p> <p><b>*Slides 1-5</b></p>	<p><b>Welcome &amp; Housekeeping</b></p> <ul style="list-style-type: none"> <li>• Welcome (CAB Leadership Team welcomes everyone else as important contributors and participants.)</li> <li>• Roll call of members/Introductions</li> <li>• Approval of Record of Action [VOTE]</li> <li>• Agenda &amp; Overview of the Process</li> <li>• Intro Icebreaker               <ul style="list-style-type: none"> <li>• Yarn-breaker (Common Threads)</li> </ul> </li> </ul>	<p><b>Azi Carter,</b> <b>CAB Chair</b></p> <p><b>Calls meeting to order</b></p>
<p><b>9:20 AM</b> -10 min</p> <p><b>*Slides 6-9</b></p>	<p><b>What is the Community Advisory Board (CAB)</b></p> <ul style="list-style-type: none"> <li>• State the purpose of the retreat (i.e., <b>Orient new members into CAB, review history of AB109 and CAB to date, plan for 2024</b>).</li> <li>• <b>Morning Session:</b> Learning and clarifying: build relationships; develop common understanding of the history of CAB, AB109 and local justice reform efforts; conclude with an intro into the budget</li> <li>• <b>Afternoon Session:</b> Identifying priorities</li> <li>• Field questions about overall purpose or process</li> <li>• Provide overview of the Standing Committees</li> </ul>	<p><b>Azi Carter, CAB Chair</b></p>
<p><b>9:30 AM</b> - 45 min</p> <p><b>*Slide 10-13</b></p>	<p><b>AB 109: History &amp; Intent CAB / CCP</b></p> <ul style="list-style-type: none"> <li>• Patrice will give historical overview</li> <li>• Overview of History of AB109 (mass incarceration and reforms) 10 min</li> </ul> <p><b>Discussion Questions on Presented Information</b></p> <ul style="list-style-type: none"> <li>○ What stands out?</li> <li>○ What surprises you, what questions does it raise?</li> <li>○ What changes do you think that AB109 is striving to make?</li> <li>○ Introduce idea of Justice Reinvestment <i>(See in Agenda Packet)</i></li> </ul>	<p><b>Patrice</b></p> <p><b>Brenda</b></p>
<p><b>10:15 AM</b> -15 min</p> <p><b>*Slides 14-18;</b></p> <p><b>*ORJ Slides 19-24</b></p>	<p><b>CCC: Local Landscape &amp; Structures</b></p> <ul style="list-style-type: none"> <li>• <b>Patrice:</b> Providing Clarity (5 min)           <ul style="list-style-type: none"> <li>○ What is CCP, CAO, PPC, BOS, CAB, and roles</li> <li>○ Remember the differences:               <ul style="list-style-type: none"> <li>▪ State/Prison/CDCR/Parole</li> <li>▪ County/Jail/Sheriff/Probation</li> </ul> </li> </ul> </li> <li>• Overview of Office of Reentry &amp; Justice (10 min)</li> </ul>	<p><b>Patrice</b></p>
<p><b>10:30 AM</b> - 10 min</p> <p><b>*Slide 26</b></p>	<p><b>Break</b></p>	

<p><b>10:40 AM</b> - 30 min</p> <p><b>*Slides 27 - 33</b></p>	<p><b>AB 109 &amp; the Money:</b> How we ended up with community money, when that started, how much it is, how (process, amounts, and purposes) it's been distributed so far within the County: Where it generally goes <i>(See in Agenda Packet)</i></p>	<p><b>Patrice &amp; Justin</b></p>
<p><b>11:10 AM</b> - 20 min</p> <p><b>*Slides 34-35</b></p>	<p><b>Reflection questions about what you've learned about CAB/ AB109</b></p> <ul style="list-style-type: none"> <li>• After hearing all of this, what are your thoughts?</li> <li>• After hearing all of this, what are one or two things you think the CAB should consider or address? (i.e. if necessary)</li> </ul>	<p><b>Rena</b></p>
<p><b>11:30 AM</b> - 15 min</p> <p><b>*Slide 36</b></p>	<p><b>Lessons Learned—Past Members</b></p> <p>Past members will share their experience of serving on CAB:</p> <ul style="list-style-type: none"> <li>• What is CAB best equipped to tackle?</li> <li>• Things that you would've done differently, etc.</li> <li>• Missed opportunities. <ul style="list-style-type: none"> <li>• NOTE: Share emphasis on CAB's primary deliverables every year: Policy Recommendations; Proposed Budget for AB 109 Community Programs to CCP; AB 109 Survey; and CAB Ambassador Meetings</li> </ul> </li> </ul> <p>Acknowledging Retiring CAB Members 2023</p> <ul style="list-style-type: none"> <li>• Present Plaques to Crawford and Scott</li> </ul> <p>Moment of Silence – in memory of Dale Harrington &amp; Dr. Hernandez</p>	<p><b>Crawford &amp; Harry Thurston</b></p>
<p><b>11:45 AM</b> -15 min</p> <p><b>*Slide 37</b></p>	<p><b>Reflections on the Morning</b></p> <ul style="list-style-type: none"> <li>• <u>Observational question:</u> From what you heard in the morning session, what are you willing to contribute to the Community Advisory Body?</li> <li>• Interactive Game <ul style="list-style-type: none"> <li>• <b>Kahoot</b></li> </ul> </li> </ul>	<p><b>LaTanyua</b></p>
<p><b>12:00 PM</b></p>	<p><b>Lunch</b></p>	

**2024 RETREAT AGENDA: Afternoon Session**  
**January 11, 2024**

<b>Time</b>	<b>Topic/Activities</b>	
<b>1:00 PM - 10 min</b>	Meeting resumes <ul style="list-style-type: none"> <li>• Roll call of Members</li> <li>• Introductions of new arrivals</li> </ul>	<b>Azi Carter, Chair</b>
<b>1:10 PM - 15 mins</b>  <b>Slides: 1-5</b>	<b>Clarify Meeting's Goals + Recap</b> <ul style="list-style-type: none"> <li>• Brief reminder of the retreat's purpose (i.e. orient new &amp; old members, priority-setting, and action-planning for the upcoming year) and methods throughout the retreat are meant to be participatory and built on shared knowledge.</li> <li>• Review Afternoon Session Goals</li> <li>• Recap Morning Session <ul style="list-style-type: none"> <li>• Does the membership have any clarifying questions about what we learned this morning?</li> </ul> </li> </ul>	<b>Nicole Green, Vice Chair</b>
<b>1:25 PM - 10 min</b>  <b>Slide: 6-7</b>	<b>Revisit CAB Purpose &amp; Functions</b> <ul style="list-style-type: none"> <li>• Discussion Questions: <ul style="list-style-type: none"> <li>○ What one or two things particularly stand out to you?</li> <li>○ What intrigues you? What surprises or concerns you?</li> </ul> </li> </ul>	<b>Nicole &amp; LaTanyua</b>  <b>Patrice</b>
<b>1:25 PM - 20 mins</b>  <b>Slide: 6-9</b>	<b>Overview of CAB Accomplishments</b>  <i>Per Subcommittee</i> <ul style="list-style-type: none"> <li>• OCEC</li> <li>• Programs &amp; Services</li> <li>• Policy &amp; Budget</li> </ul>	<b>Azi &amp; Nicole</b>
<b>1:45 PM - 20 min</b>  <b>Slide: 10-11</b>  <b>Slide 12-13</b>	<b>CAB Policy Recommendations</b> <ul style="list-style-type: none"> <li>• CAB Policy Recommendations – FY 24-25 (<i>See in Agenda Packet</i>)</li> <li>• CAB Planning Sessions on AB 109 Excess Funds (<i>See in Agenda Packet</i>)</li> </ul> <b>CAB Ambassador Program Review</b> <ul style="list-style-type: none"> <li>• CAB Ambassador Program Tool Kit (<i>See in Agenda Packet</i>)</li> </ul>	<b>Nicole &amp; Justin</b>        <b>Azi</b>
<b>2:05 PM - 10 min</b>	<b>Break</b>	
<b>2:15 PM - 35 min</b>  <b>Slide: 15-20</b>	<b>Tips for Successful Membership Engagement</b> <ul style="list-style-type: none"> <li>• Review Advisory Body Handbook</li> <li>• Review Operating Guidelines</li> </ul> <b>Organizing Ourselves to Do the Work</b> <ul style="list-style-type: none"> <li>• Overview of CAB Subcommittees Key Functions</li> <li>• Organizing CAB Subcommittees</li> <li>• Discuss Subcommittee Meeting Schedule for 2024</li> </ul>	<b>Patrice &amp; Gariana</b>

<p><b>2:50 PM</b> <b>- 20 min</b></p> <p><b>Slide: 21-22</b></p>	<p><b>CAB: Future Work</b></p> <p>Discussion Questions:</p> <ul style="list-style-type: none"> <li>• What's different now, compared to previous year?</li> <li>• What should be CAB's goals/priorities for 2024?</li> <li>• Are there any NEW activities or areas for CAB to consider within the charge and scope of the body?</li> <li>• Which areas are you most looking forward to working on this year?</li> </ul>	<p><b>Azi &amp; Nicole</b></p>
<p><b>3:10 PM</b> <b>- 15 min</b></p> <p><b>Slide: 23</b></p>	<p><b>What Have We Accomplished? Review and Reflect</b></p> <p>Reflection Questions:</p> <ul style="list-style-type: none"> <li>• How do you feel about the work going forward?</li> <li>• Discuss Next Steps</li> <li>• Closing &amp; Thank You</li> </ul>	<p><b>Azi</b></p>
<p><b>3:25 PM</b></p>	<p><b>Adjourn</b></p>	<p><b>Azi</b></p>



# COMMUNITY ADVISORY BOARD

(Retreat Annual Planning )

Azi Carter, *Chair*  
Nicole Green, *Vice Chair*

# WELCOME & OVERVIEW

# AGENDA OVERVIEW

## Morning Session

- Retreat purpose
- Develop common understanding of the CAB, AB109 and local justice landscape
- Local AB 109 Budget Process & Summary

## Afternoon Session

- Recap Morning Session
- Discuss CAB's accomplishments and priorities
- Discuss organizing CAB's work for 2024

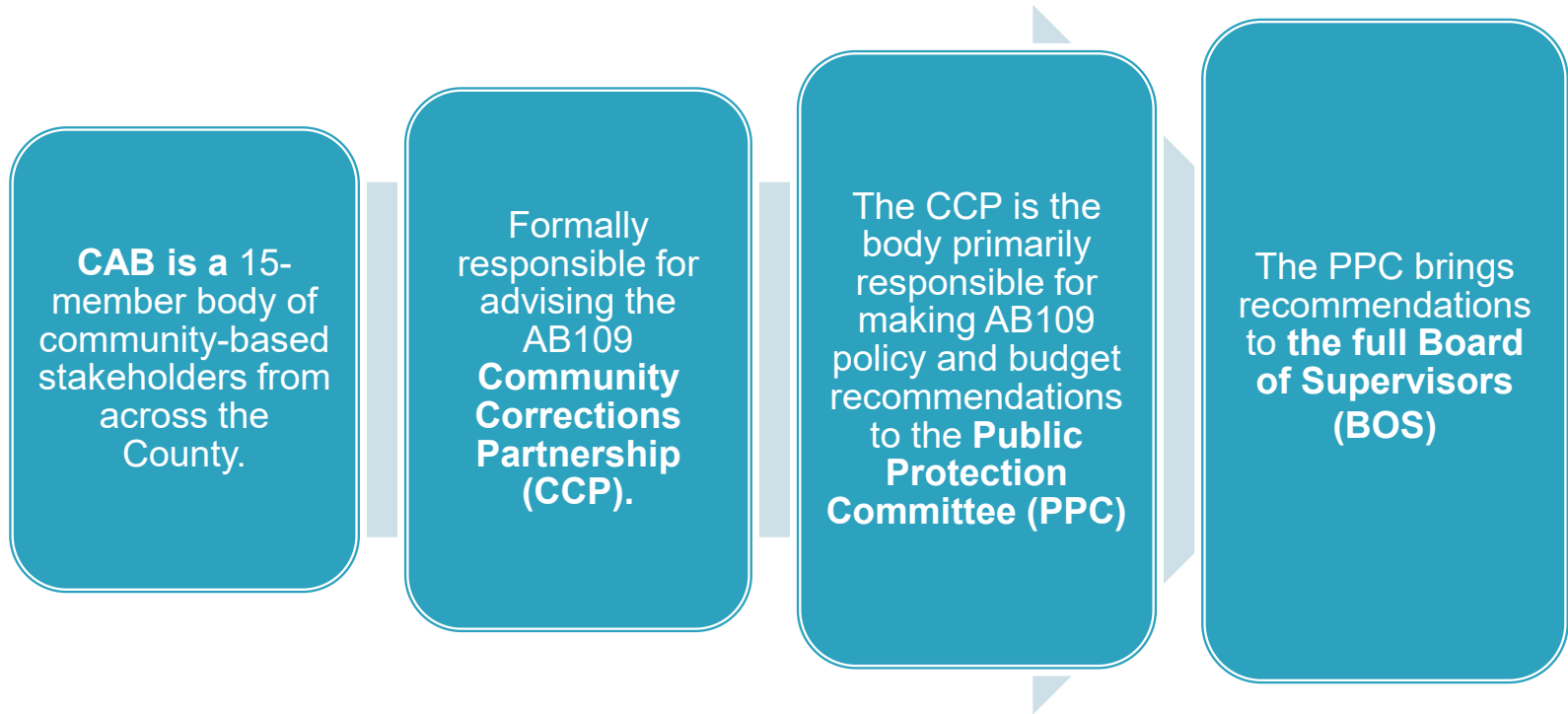
# INTRODUCTIONS & ICE-BREAKER



# WHAT IS THE COMMUNITY ADVISORY BOARD (CAB)?



# CAB STRUCTURE AND FLOW



# PURPOSE & FUNCTIONS OF CAB



- Provide Input & Feedback on AB 109 Realignment Implementation
- Advance Justice Reinvestment
- Provide Policy and Budget Advocacy

# PURPOSE & FUNCTIONS OF CAB



- Advocate for Increased Community Investments
- Serve as a Spotlight
- Engage with the Community



# CAB STANDING COMMITTEES

- The CAB has three (3) Standing Committees:
  - Policy & Budget Subcommittee
  - Programs & Services Subcommittee
  - Outreach & Community Engagement Subcommittee (OCEC)
  
- Review CAB Operating Guidelines for Committee Charters
  - Each charter has a description of committee responsibilities

# AB 109: HISTORY & INTENT

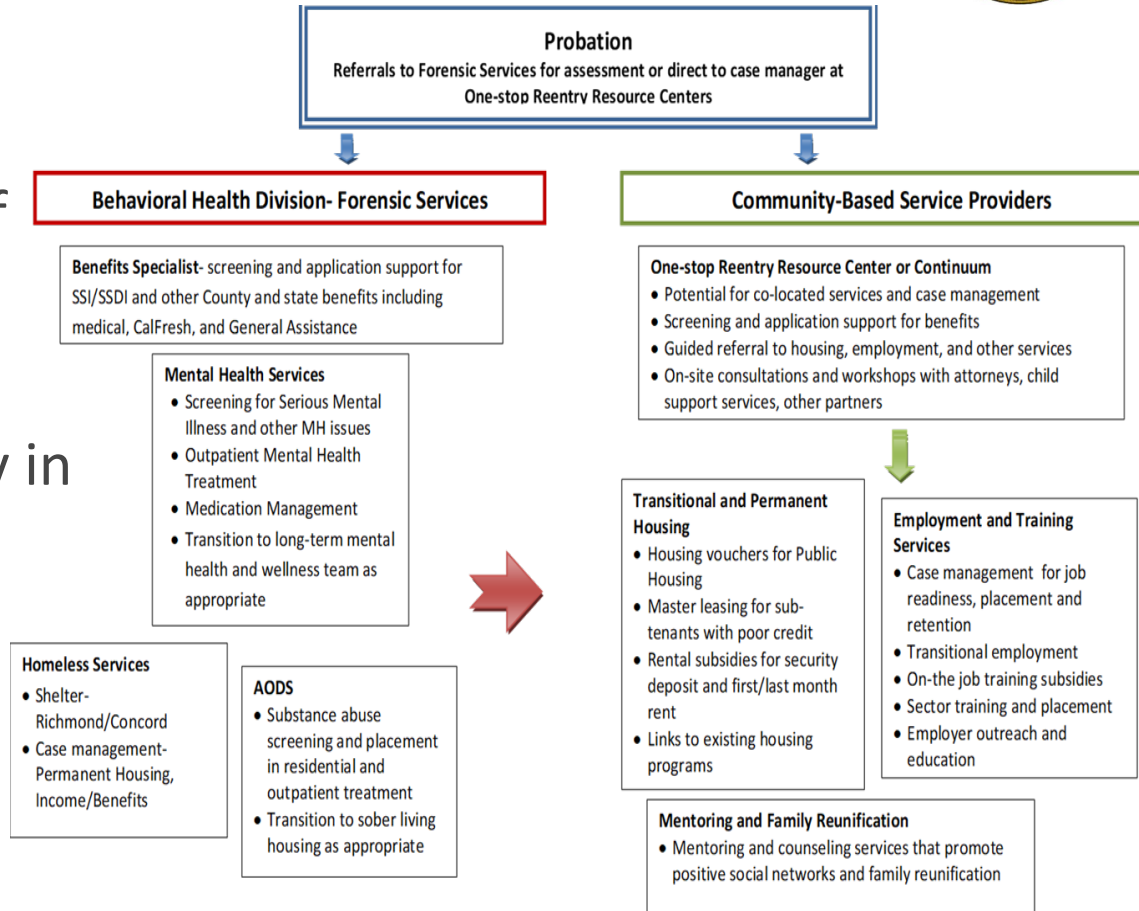
## ➤ What is Mass Incarceration and why is it so important?



# INTRODUCTION TO AB 109



- What is AB-109?
- What are the benefits of AB-109?
- CAB establishment
- What role does CAB play in assisting CCP?
- CCC reentry program description for AB-109 partners





# REDUCING RECIDIVISM THROUGH PRISON REFORM



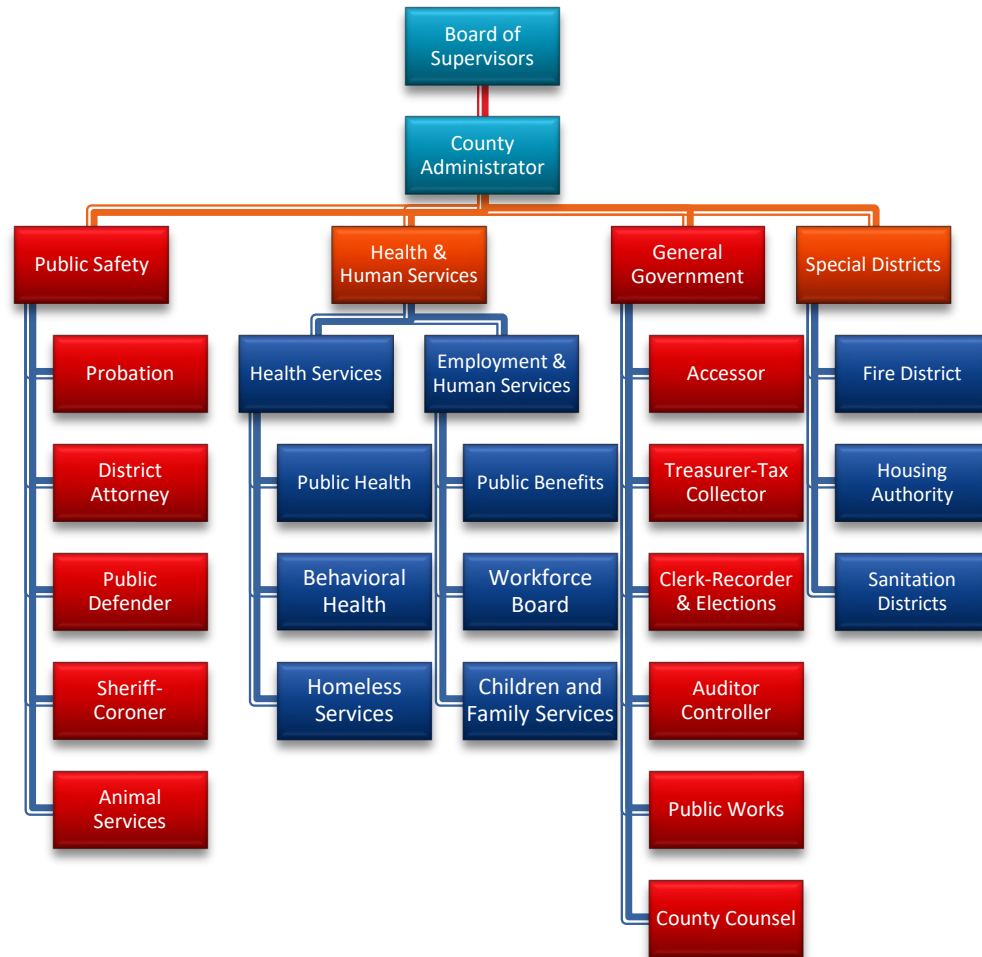
- Developing evidence-based programs to reduce recidivism
- Community Correction Programs
- Educating returning residents



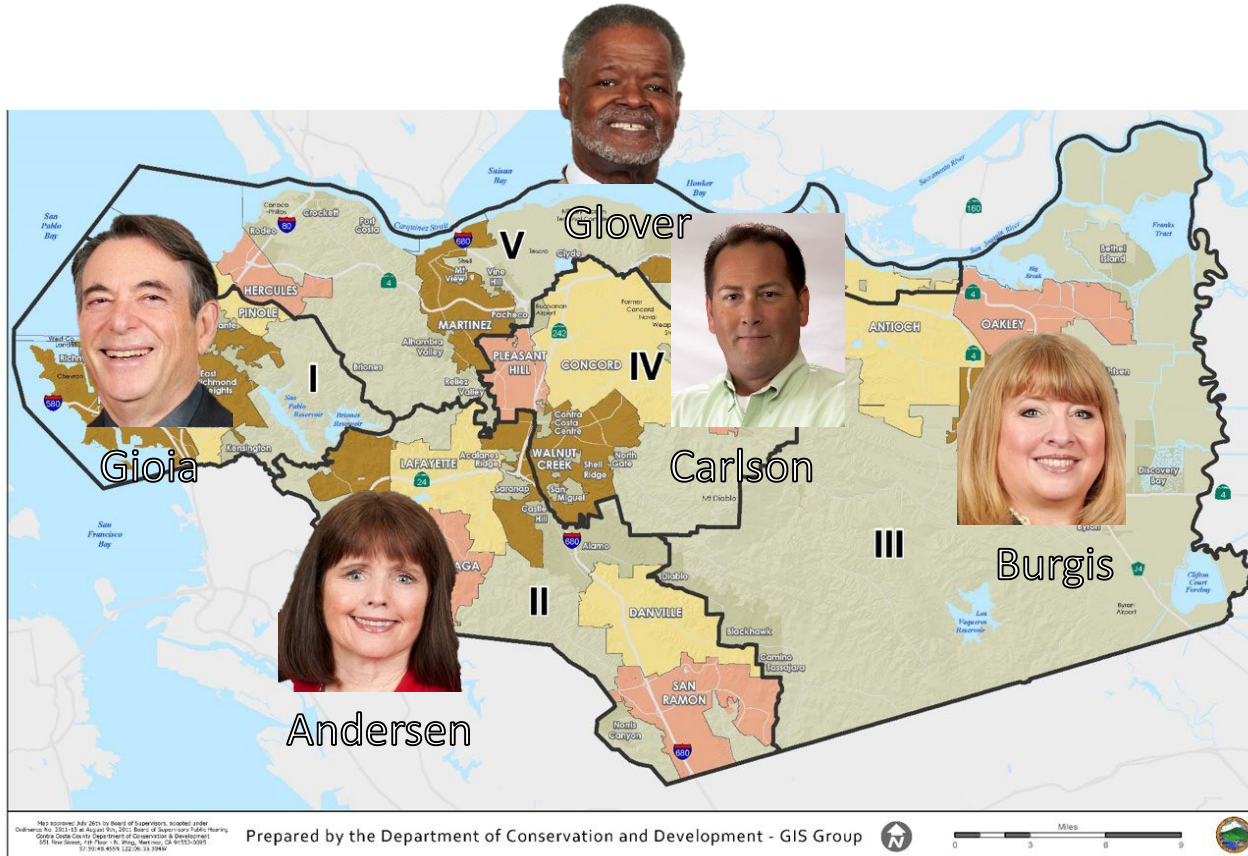
# CCC: LOCAL LANDSCAPE & STRUCTURES



# ORGANIZATIONAL STRUCTURE



# CONTRA COSTA COUNTY: SUPERVISORIAL DISTRICT MAP



# CCC BOARD OF SUPERVISORS (STANDING COMMITTEES)



## COUNTY DISTRICTS

1. John Gioia
2. Candace Andersen
3. Diane Burgis
4. Ken Carlson
5. Federal Glover

Public  
Protection

Sustainability

Transportation,  
Water, and  
Infrastructure

Equity

Internal  
Operations

Legislation

Airport

Family &  
Human  
Services

Finance

Board Standing Committees:

<https://www.contracosta.ca.gov/1739/Board-Standing-Committees>



# PUBLIC SAFETY BODIES



BOS Standing Committee



BOS Appointed Advisory Bodies



Advisory Body Standing Committees



CAB Subcommittees

# OFFICE OF REENTRY & JUSTICE



# THE ORJ (OFFICE OF REENTRY & JUSTICE)

- Community Advisory Board initiated in 2016
- Authorized by the Board of Supervisors as a 2½ year pilot project of the County Administrator's Office
  - Formally established in January 2017
- In July 2020, ORJ was established as a new unit of the county's Probation Department; located at 50 Douglas Dr., Martinez
- Scope of Work: *To build on, align and advance AB 109 Public Safety Realignment, Reentry and Justice-related Initiatives in Contra Costa County*





# ORJ STAFF

## ➤ ORJ Management

- ORJ Director – Patrice Guillory
- ORJ Research & Evaluation Manager – Denise Zabkiewicz, PhD
- ORJ Program Manager **(To be hired)**

## ➤ Programs Team

- Program Coordinator – Michelle Elizondo
- Program Coordinator – **(To be hired)**
- Administrative Services Assistant II – Gariana Youngblood

## ➤ Data and Evaluation Team

- Planner/Evaluator – Kimberly Aseo
- Planner/Evaluator – Liana Willis
- Planner/Evaluator – **(To be hired)**

# ON-GOING & NEW PROJECTS

## Stewarding Community Investments in Prevention & Reentry Service Provision

- ✓ **AB 109 Community Programs** (Adult Reentry Services)
- ✓ **Data Reporting & Capacity Support** for Juvenile Justice and Crime Prevention Act (JJCPA) funded service providers
- ✓ **Development of “Youth of Promise Fund”** in partnership with the Antioch Community Foundation
  - ✓ Provide microgrants of up to \$10k to approx. 15 emerging non-profits serving justice-involved youth or youth at risk of system involvement in the East County region
  - ✓ Seeking partnerships with other regional foundations
- ✓ **Development of a Collaborative System of Support for TAY probationers**
  - ✓ TAY Service Network w/ Fresh Lifelines for Youth

## Oversight & Implementation of Measure X funded – 3 YR Restorative Justice Project (\$2M)

- ✓ **Launching the Restorative Justice Initiative in 2023**
  - ✓ RFQ for Project Management & Evaluation Services
  - ✓ Conducted a Needs Assessment & Community Engagement Process
  - ✓ Convening a steering committee to provide feedback and input on findings and recommendations of needs assessment

# ON-GOING & NEW PROJECTS CONT.

Cultivation of multidisciplinary partnerships across county & community stakeholders

- ✓ **AB 109 Partners & Providers meetings & ongoing support to our county's community corrections/reentry governing and advisory bodies: CCP, CAB, QAC, PPC**
- ✓ **Advise on Juvenile Justice Coordinating Council's recommended initiatives**
- ✓ **Ongoing support of county efforts to advance racial equity through the Racial Justice Oversight Body**

Shifting focus to Data-driven, evidence-base service delivery

- ✓ **Procurement of EBPs**
  - ✓ *Future EBP procurement in Juvenile Justice services*
- ✓ **Development of EBP Program Inventory**
- ✓ **Department-wide Performance-Based Contracting Initiative**
- ✓ **Provide system-wide trainings on EBPs**
  - ✓ *Conducted three-part training series on data-driven approaches to reentry service delivery & EBP 101 in 2021*
  - ✓ *Pursue available training opportunities on specific EBPs for contractors in the future*

# ON-GOING & NEW PROJECTS *CONT.*

Using data analysis to form strategic partnerships for addressing systemic challenges

- ✓ **Awarded \$1.18M in Federal Community Funding** (formerly known as “federal earmarks”) for **Strategies for Youth evidence-based training model** for local law enforcement agencies
- ✓ **Participation in NaCo’s Familiar Faces Initiative** – bridging the gap between criminal justice and health care systems through data integration and service coordination.
- ✓ **10-year Adult Trends Report & Analysis** (Research briefs forthcoming in 2024)
- ✓ **Analysis of annual AB 109 provider feedback survey and in-custody survey** (Results forthcoming in 2024)
- ✓ **Research partnership** with the California Policy Lab, Chief Probation Officers of California (CPOC), and funded through Arnold Ventures – **looks at the local impacts of AB 1950 (reduces Probation Supervision Terms for certain misdemeanor and felony cases) and its affects on criminal justice outcomes.**

# Q & A

**BREAK**

# AB 109 & THE MONEY



# AB 109 REVENUES & EXPENSES

## ➤ Three Key Terms

- **Revenues** – Funds coming in
- **Budgets** – Allocations of revenues
- **Expenses** – *Actual* use of funds (i.e. expenditures)





# REVENUES

- AB 109 Revenues are largely “projected”
  - A portion of State Sales Tax & Vehicle License Fees
  
- Legislative bodies, including the BOS, approve annual budgets based on these projections
  
- AB 109 Revenue mostly fall in two “buckets”
  - Base allocations – set by the State per county
  - Growth Funds – performance-based that factors metrics related to a county’s incarceration and supervision rates.
    - 10% of Growth – set aside as Innovation Fund



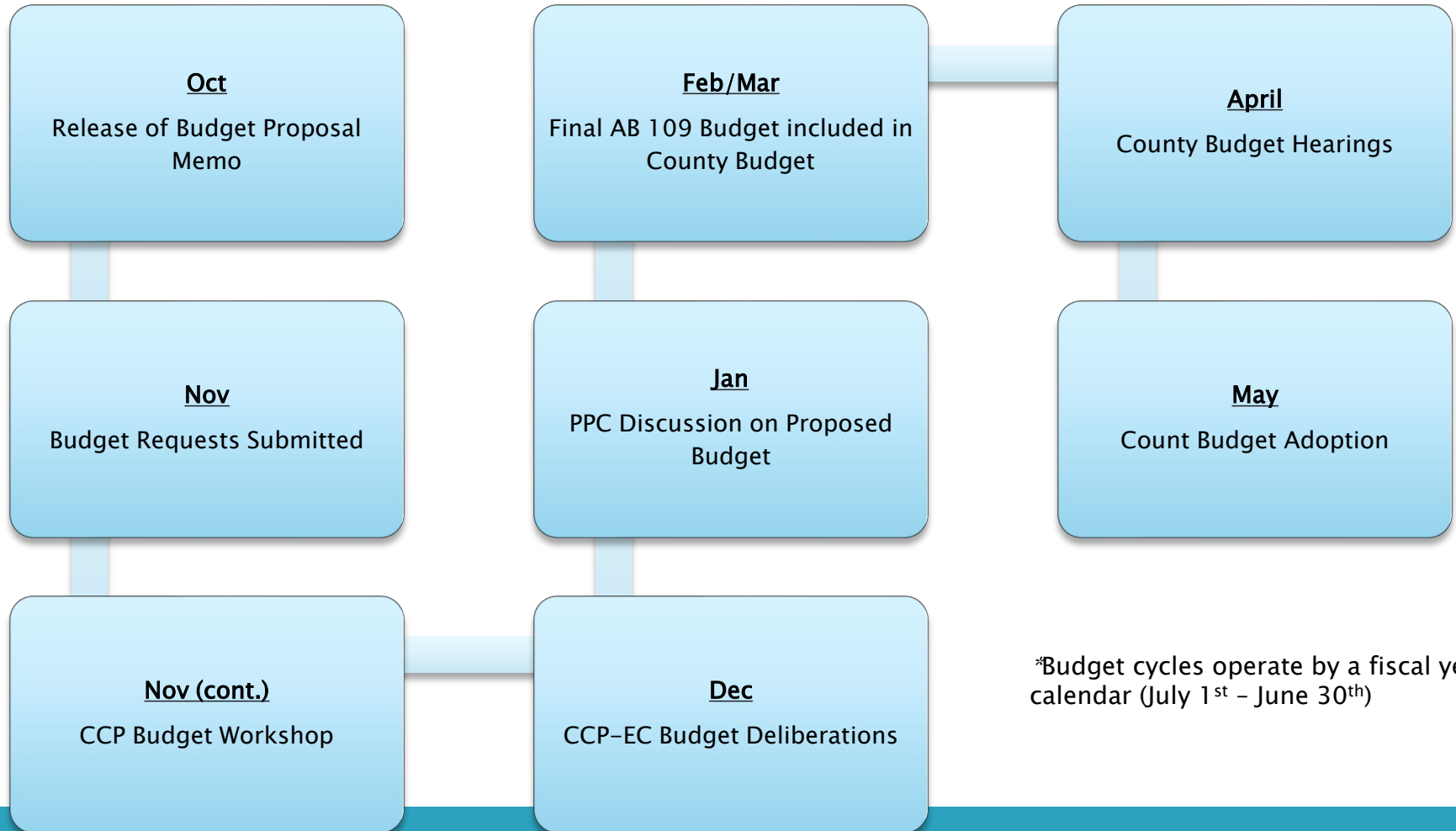
# SNAPSHOT OF AB 109 REVENUE CONTRA COSTA COUNTY FYs 2017 - 2024

Revenue Type	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24*
<b>BASE FUNDING</b>	\$23,342,798	\$24,661,862	\$25,308,439	\$25,692,714	\$29,961,447	\$35,609,632	\$35,987,575
<b>PRIOR YEAR'S GROWTH FUNDING</b>	\$2,375,791	\$1,152,872	\$0	\$3,882,261	\$5,066,248	\$375,387*	--

Source: CSAC Community Corrections Base & Growth Allocations per county (14/15 - 22/23)

*\* Estimate per CA Department of Finance*

# BUDGETS – LOCAL AB 109 BUDGETING CYCLE



\*Budget cycles operate by a fiscal year calendar (July 1<sup>st</sup> – June 30<sup>th</sup>)

# BUDGETS – BUDGETING ALLOCATIONS



- FY 24/25 CCP Total Budget Request Summary
  - Refer to Agenda Packet
- FY 24-25 CAB Budget Proposal & Program Narrative
  - Refer to Agenda Packet



# EXPENSES

- Quarterly Financial Reporting Summary
  - **Q1 of FY 23-24**
  - **Q4 of FY 22-23**
  - Refer to Agenda Packet

# REFLECTIONS & QUESTIONS



# REFLECTION QUESTIONS

- What one or two things particularly stand out to you?
- What intrigues you? What surprises or concerns you?
- What implications do you think this has for the work of the CAB?
- What are one or two things you think the CAB will have to consider or address?

# LESSONS LEARNED FROM PAST MEMBERS



- What is CAB best equipped to tackle?
- Missed opportunities
- Things that you would've done differently?





# REFLECTION QUESTION

- From what you heard in the morning session, what are you willing to contribute to the Community Advisory Body?

**LUNCH TIME!**



# COMMUNITY ADVISORY BOARD

(Retreat Annual Planning – Afternoon Session)

*Azi Carter, Chair*  
*Nicole Green, Vice Chair*

**WELCOME**

# AFTERNOON SESSION – MEETING OVERVIEW



- Recap of Retreat – Morning Session
- Review CAB's Past Accomplishments
- Revisit Subcommittee Functions & Formation

# RECAP – MORNING SESSION



# RECAP – MORNING SESSION

- Reviewed CAB's Purpose & Structure
- Discussed AB 109 Legislation and its impact mass incarceration
- County landscape & where CAB fits in
- Reviewed AB 109 Budgeting Process
- Lessons Learned from Previous Members

# CAB ACCOMPLISHMENTS





# CAB: OUTREACH COMMUNITY & ENGAGEMENT (OCEC)

- ✓ Annual CAB Retreat Planning & Prep
- ✓ Established an "Ambassador Guide" to assist CAB members with their ambassador meetings with key staff and public leaders assigned to the Community Corrections Partnership
- ✓ Provided orientation and training on the new Ambassador toolkit
- ✓ Hosted AB 109 Mini Summit (5 counties)
- ✓ Increased outreach, recruitment and member representation of West County region
- ✓ Worked with the Lamorinda Sunrise Rotary Club to raise awareness about CAB's mission which resulted in the creation of a re-entry Rotary scholarship program with Diablo Valley College

# CAB: PROGRAM & SERVICES (P&S)



- ✓ Supported the administration of a survey to gather feedback from funded agencies on system gaps and needs for services.
  - ✓ Survey results supported CAB's policy recommendations for more housing services, behavioral health supports, and greater employment opportunities.
- ✓ Received presentations from CBOs and County departments to learn about the statuses of their reentry services
  - ✓ Toured/in-person visits to CBO program sites
- ✓ Championed the first ever Survey of currently incarcerated individuals
- ✓ CAB members' call for implicit bias training of CAB membership was translated to new county policy adoption for all county advisory bodies



# CAB: POLICY & BUDGET (P&B)

- ✓ In 2022, Members submitted recommendations to the CAO's office for spending-down AB109 excess funds by highlighting the need for increased funding in Housing, Behavioral Health, Employment, and Pre-Release Engagement.
- ✓ In 2023, CCP & PPC Members approved a one-time allocation of \$15M from the AB 109 fund balance be obligated to expand reentry services in CAB's four priority areas.
  - ✓ P&B hosts workgroup planning sessions from Dec. 2023 – April 2024 to develop a spending and service expansion plan for the \$15M.
- ✓ Held Ambassador meetings with CCP members and BOS member offices to present on policy recommendations.

# CAB POLICY RECOMMENDATIONS



# CAB POLICY RECOMMENDATIONS

- CAB Policy Recommendations – FY 24-25
  - See in agenda packet
  
- CAB Planning Sessions on AB 109 Excess Funds
  - See in agenda packet

# CAB AMBASSADOR PROGRAM

# CAB AMBASSADOR PROGRAM



- CAB Ambassador Talking Points
  - See in agenda packet
- CAB Ambassador Toolkit
  - See in agenda packet

**BREAK**



# TIPS FOR SUCCESSFUL ENGAGEMENT



# TIPS FOR SUCCESSFUL ENGAGEMENT

- Advisory Body Handbook
  
- Operating Guidelines
  - Duties and Charge of the Body
  - Membership
  - CAB Standing Subcommittees

# ORGANIZING OURSELVES TO DO THE WORK

# OVERVIEW OF CAB SUBCOMMITTEE

## KEY FUNCTIONS



### ➤ CAB Operating Guidelines

#### ◦ ARTICLE 6: CAB Committees

- Will meet no less than quarterly and meetings are open to the public.
- CAB Vice Chair will serve as Committee Chair for the Policy and Budget Committee. Other Committee Leadership will be named by the CAB Chair and confirmed by vote by the full CAB.
- Committee members should not engage in activities that are not within the purpose/responsibilities as outlined in the Charters or conflict with the Operating Guidelines and other applicable policies.
- Committees may recommend policies and decisions falling within their scope of authority to the full CAB for approval.
- Each Committee will function with a Committee Chair, Vice-Chair, and at least one more CAB member. Committee Chair is responsible for conducting meetings, developing and distributing agendas, and ensuring compliance with applicable policies involving advisory bodies.
- Committee Vice-chairs shall act for the Committee Chair in his or her absence, and prepare written summaries of Committee meetings and activities

# NOTES ON ASSIGNING MEMBERSHIP TO SUBCOMMITTEES



- Members are required to participate in at least one subcommittee and are permitted to serve on more than one subcommittee.
- Members can assign themselves to the subcommittee(s) of their choice.
- Membership and active participation in each subcommittee require a minimum of 3 members to maintain quorum and meeting proceedings.
- Most of CAB's work is conducted through Subcommittees, therefore, meets as frequently as the Full Board.

# ACTION ITEM: APPROVAL OF CAB SUBCOMMITTEE MEMBERSHIP



- CAB Chair will entertain a motion
- Public Comment
- Roll Call Vote
- Discuss subcommittee meeting schedule and agenda items for initial meeting

# CAB FUTURE WORK



# DISCUSSION QUESTIONS

- What's different now, compared to previous year?
- What should be CAB's goals/priorities for 2024?
- Are there any NEW activities or areas for CAB to consider within the charge and scope of the body?
- Which areas are you most looking forward to working on this year?



# WHAT HAVE WE ACCOMPLISHED

## WRAP UP



- How do you feel about the work going forward?
- Next Steps

**THANK YOU!**