



Plumas County Community Corrections Partnership
AB109 Public Safety Re-Alignment
Executive Committee Meeting

AGENDA FOR EXECUTIVE COMMITTEE MEETING
ON JUNE 13, 2012 TO BE HELD AT
12:00 P.M., Board of Supervisors Room 308, Quincy Court House, Quincy, California
www.countyofplumas.com



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact committee secretary at (530) 283-6202. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

12:00 CALL TO ORDER/ROLL CALL
ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Community Corrections Partnership Executive Committee, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Executive Committee for consideration. However, California law prohibits the Executive Committee from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the CCP Executive Committee. Any member of the public wishing to address the Executive Committee during the "Public Comment" period will be limited to a maximum of 3 minutes.

1. AMENDMENT OF CCP BYLAWS, ARTICLE VII, MEETINGS AND PROCEDURES
 - A. Set regular CCP meeting schedule to be held on the second Wednesday of every month beginning at noon.
 - B. Establish a deadline for submittal of agenda items: seven days prior to the regular meeting.
2. JAIL CAPACITY/FLASH INCARCERATION
County Counsel update on status of Consent Decree. Discussion and possible direction to staff.
3. ELECTRONIC MONITORING QUALIFICATION MATRIX/COSTS
Approve and authorize the Sheriff and Chief Probation Officer to utilize the EM qualifications and cost matrix.
4. 2012/2013 ESTIMATED BUDGET AND MODIFICATION OF CCP PLAN
Discussion and possible direction to staff.
5. BUDGET TRANSFER, REGULAR WAGES TO OTHER WAGES-DISTRICT ATTORNEY
Approve and authorize the District Attorney to transfer \$1,800 of Regular Wages to Extra Help for data entry and report preparation related to AB109 defendants.
6. BUDGET TRANSFER, PROFESSIONAL SERVICES TO DRUG TESTING-PROBATION
Approve and authorize the Probation Department to transfer \$700 from Professional Services to Drug Testing.

APPROVAL OF MAY 31, 2012 MINUTES
ADJOURNMENT

**BY-LAWS
OF THE PLUMAS COUNTY
COMMUNITY CORRECTIONS PARTNERSHIP
EXECUTIVE COMMITTEE**

ARTICLE I

NAME

The name of this organization shall be THE PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE.

ARTICLE II

AUTHORITY

This organization is authorized by Penal Code Section 1230.1.

ARTICLE III

PURPOSE

The purpose of the Plumas County Community Corrections Partnership Executive Committee shall be to:

1. Develop and implement county-based responses to adult criminal justice matters as a result of public safety realignment and to set priorities for the use of state 2011 Realignment Funds associated with public safety realignment.
2. Develop a comprehensive multi-agency local community corrections plan that identifies resources and strategies for providing an effective continuum of responses in the prevention, intervention, supervision, treatment, and incarceration of adult offenders, including strategies to develop and implement local alternatives to incarceration options for the offenders. The local plan shall be guided by the principles of evidence-based practices in corrections.

ARTICLE IV

DUTIES

The Council shall have the following duties:

1. Assist the Chief Probation Officer in developing a comprehensive, multi-agency

local community corrections plan to develop a continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of adult offenders, in accordance with Penal Code 1230.1.

2. Serve as the local community corrections planning coalition, for the purpose of recommending the utilization of state 2011 Realignment Funds for public safety for the County of Plumas.

ARTICLE V

MEMBERSHIP

1. Along with the Chief Probation Officer who shall serve as chairperson, voting members shall include, but not be limited to, one representative from the following agencies (pursuant to PC1230.1(b)):
 - Superior Court of California,
 - District Attorney's Office,
 - Sheriff's Office,
 - Public Defender's Office, and the
 - Department of Alcohol and Drugs.
2. Alternate Members
 - a. Each Executive Committee member shall designate an alternate member to represent the member at a Committee meeting in the event the Committee member is unable to attend a scheduled meeting.
 - b. When representing a Committee member at a Council meeting, the alternate member shall have the same voting power as the voting member.

ARTICLE VI

OFFICERS

1. Officers of the Committee shall be a Chairperson and an Acting-Chairperson and such other officers as the Committee may choose to elect.
2. Responsibilities of Officers:
 - a. Chairperson - In accordance with Section 1230.1(b) of the Penal Code, the Chief Probation Officer shall serve as the Executive Committee Chairperson. The Chairperson shall supervise and direct the Committee's activities, affairs and officers. The Chairperson shall preside at all Committee meetings. The Chairperson shall have such other powers and duties as the Committee or Bylaws may prescribe.
 - b. Acting-Chairperson - In the event of the absence of the Chairperson, the Probation Department Division Director of Adult Services or another Division

Director may be designated to serve as the Acting-Chairperson to preside at Committee meetings.

3. Term of Office:

The term of office for the Executive Committee Chairperson shall be concurrent with his/her term as Chief Probation Officer. Each Executive Committee member shall serve an indefinite term concurrent with his/her service to the agency or organization he/she represents.

ARTICLE VII

MEETINGS AND PROCEDURES

The Executive Committee and its sub-Committees shall be governed by the Brown Act and meetings shall be open to the public in accordance with the provisions of the Act.

1. Regular Meetings

Regular meetings shall be set by the Chairperson on an as needed basis. Notice and agenda will be posted in accordance with the provisions of the Act.

2. Special Meetings

A Special Meeting may be called at any time by the Chairperson, or by a majority of the members of the Executive Committee, specifying the general nature of the business proposed. An agenda and notice will be posted in accordance with the provisions of the Act.

3. Quorum and Voting Procedure

- a. A minimum of four (4) members of the Executive Committee shall constitute a quorum for the transaction of business at any meeting of members.
- b. Decisions shall be reached through majority voting which is defined as a majority of the quorum members present.
- c. The Council shall use parliamentary procedures (the current edition of: Robert's Rules of Order) to conduct business.

4. Setting the Agenda

The Chairperson / Acting Chairperson shall designate items on the agenda. Those wishing to provide input shall request inclusion on the agenda by contacting the Chairperson / Acting Chairperson no later than one (1) week prior to the scheduled meeting.

Adopted
September 15, 2011

5. Public Comments

Public comments at meetings are limited to three (3) minutes for each individual. The Chairperson has the discretion to extend the time based on the complexity of the issue.

ARTICLE VIII

CONFLICT OF INTEREST

1. Executive Committee members are subject to Plumas County's Conflict of Interest Code.

ARTICLE IX

AMENDMENTS

The By-Laws may be adopted, amended or repealed by a majority vote of the Executive Committee after written proposal for such action has been in the hands of this Committee for thirty (30) days.



OFFICE of the DISTRICT ATTORNEY
and PUBLIC ADMINISTRATOR

David Hollister, District Attorney

520 Main Street, Room 404

Quincy California 95971

(530) 283-6303 • Fax (530) 283-6340

MEMO

To: Community Corrections Partnership
From: David Hollister, District Attorney
Date: June 5, 2012
Subject: Request to transfer funds from Regular Wages to Other Wages

Regular Wages were budgeted in order to provide for the upgrade of the ProsecutorbyKarpel database with specific AB109 documents, procedures and reports. Not all of the funds have been used for regular staff during the process of upgrading. \$13,053 will be spent by 6/13/2012 of the original \$16,000 budgeted. Of the remaining \$2,947, it is requested that \$1,800 be transferred to Other Wages for this fiscal year. The remaining balance will be carried forward to next fiscal year and budgeted later.

Other Wages of \$1,800 will provide Extra Help through the end of June for further data entry into ProsecutorbyKarpel database and for preparing reports concerning AB109 defendants. The District Attorney's Office has engaged Stephanie Tanaka to do a variety of tasks including working on the AB109 activities as well as other duties not funded by AB109.



PLUMAS COUNTY PROBATION DEPARTMENT

SHARON L. REINERT, CHIEF PROBATION OFFICER

MEMORANDUM

To: Community Corrections Partnership Executive Members
From: Sharon Reinert, Chief Probation Officer 
Date: June 1, 2012
Re: Agenda item for June 13, 2012 CCP Meeting

Recommendation:

Approve and authorize the Probation Department to transfer \$700 from Professional Services to Drug Testing.

Background:

The Plumas County Probation Department estimated \$1,500 for drug testing of Post Release Community Supervision offenders from October 1, 2011 through June 30, 2012 (FY 2012). However, due to the increase of projected PRCS, drug testing expenses will exceed \$1,500 before the end of the fiscal year.

There are sufficient funds in Professional Services (Mental Health, Alcohol & Other Drugs, Housing) to transfer to Drug Testing.