



Plumas County Community Corrections Partnership  
AB109 Public Safety Re-Alignment  
Chief Probation Officer Sharon Reinert, Chair – Douglas Carver, Acting Chief Probation Officer  
Superior Court Judge Ira Kaufman - Designee Deborah Norrie  
District Attorney David Hollister  
Sheriff Greg Hagwood  
Mimi Hall, Director of Public Health  
Douglas Prouty, Public Defender

**AGENDA FOR EXECUTIVE COMMITTEE MEETING  
ON JULY 17, 2013 TO BE HELD AT  
2:00 P.M., BOARD OF SUPERVISORS ROOM 308  
PLUMAS COUNTY COURT HOUSE, QUINCY, CALIFORNIA  
[www.countyofplumas.com](http://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**

2:00 **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.

**DEPARTMENT/AGENCY ANNOUNCEMENTS/REPORTS**

Alternative Sentencing Program Report-Stephanie Tanaka  
Alternative Sentencing Program, Day Reporting Center-Stephanie Tanaka  
Alcohol and Other Drug Treatment Update-Mimi Hall  
State Budget/AB109 Funding Update-Doug Carver  
Coleman/Plata Case: Potential Impacts on AB109-Doug Carver

**ACTION AGENDA**

- 1. ADULT SUBSTANCE ABUSE TREATMENT COURT POLICY AND PROCEDURE MANUAL AND MEMORANDUM OF UNDERSTANDING APPROVAL-MIMI HALL**  
Request committee approval of Adult Substance Abuse Treatment Court Policy and Procedure Manual and Memorandum of Understanding. Discussion and possible action or direction to staff. **ROLL CALL VOTE.**

**2. IN CUSTODY TREATMENT-MIMI HALL**

Discussion and possible action or direction to staff.

**3. BEHAVIORAL HEALTH REQUEST FOR FUNDING-KIMBALL PIER**

Request approval of budget request for fiscal year 2014 in the amount of \$10,000 for partial funding of a case manager for AB109 and probation clients at the Daily Reporting Center. **FOR APPROVAL OF BUDGET REQUESTS, FOUR/FIFTHS ROLL CALL VOTE.**

**4. PLUMAS COUNTY LITERACY SECOND CHANCE-VICTORIA METCALF**

Request approval of budget request for fiscal year 2014 in the amount of \$28,500 for educational services both inside the Plumas County Sheriff's Correctional Center and in the community to post reentry offenders and their families. Discussion and possible action or direction to staff. **FOR APPROVAL OF BUDGET REQUESTS, FOUR/FIFTHS ROLL CALL VOTE.**

APPROVAL OF JUNE 19, 2013 MINUTES

NEXT MEETING SCHEDULED FOR AUGUST 21, 2013, 10:30 A.M., BOS ROOM 308, PLUMAS COUNTY COURTHOUSE.

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Plumas County  
Substance Abuse Treatment Team  
Memorandum of Understanding

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Agreement by and between the Plumas County District Attorney's Office, Sherriff's Department, Probation Office, Public Defender, Health Department, Treatment Provider(s), Mental Health, Social Services and Superior Court.

**WHEREAS**, the parties to this Agreement endorse the goals and mission of the Plumas County Adult Substance Abuse Treatment Team in order for the participants to eliminate future criminal behavior and improve the quality of their lives. To be successful in recovery and addressing addiction issues, the participants must have access to a community-based, coordinated system of comprehensive services.

**WHEREAS**, the parties to this Agreement agree that the mission of the Plumas County Adult Substance Abuse Treatment Team is the following:

To work together to generate effective solutions for court-mandated clients that lead to improvements within the wider community.

**WHEREAS**, the parties to this Agreement endorse the following **seven (7)** goals:

- a. Provide a cost-effective alternative to incarceration;
- b. Work together to assure a consistent, coordinated approach in the program provided to those with substance issues who have committed addiction driven crimes;
- c. Improve the lives of both those who have committed addiction driven crimes and of their families;
- d. Increase service capacity;
- e. Use a long-term approach towards program sustainability by learning from the successes of other drug courts and being knowledgeable of the various means of leveraging funds;
- f. Reduce criminal behaviors and substance abuse among the program participants;
- g. Increase community awareness of drug and alcohol problems and Substance Abuse Treatment Court sponsored treatment as a preferred alternative to incarceration.

**WHEREAS**, parties to this Agreement agree to the following:

- a. Adhere to the all Federal and State Confidentiality laws including 42 CFR, Health Insurance Portability and Accountability Act (HIPPA) (when applicable), and other appropriate laws.

- b. Contribute, as requested, to the development of the participants common case plan within 30 days of admission to the Plumas County Adult Substance Abuse Treatment Court Program, and support implementation, and revisions to the plan.
- c. Attend staffing with all partner agencies to determine treatment progress, update individual participant case plans, and make joint decisions concerning compliance and subsequent incentives or sanctions.
- d. Whenever possible attend Substance Abuse Treatment/Drug Court Conferences and training seminars if funding is available.

Individual Agency Responsibilities and Staff Commitments

Plumas County Superior Court Judge:

- 1. The Court will be assigned to the Plumas County Substance Abuse Treatment Team for the entire term of this Agreement.
- 2. The Court assumes the primary role to motivate and monitor the participants who appear before the Plumas County Adult Substance Abuse Treatment Court Program.
- 3. The Court will ensure a cooperative atmosphere for attorneys, clerks, probation officers, police officers and treatment providers to stay focused on the task of providing participants with appropriate treatment.
- 4. The Court will provide positive reinforcement to participants, which the Plumas County Adult Substance Abuse Treatment Team deems necessary.
- 5. The Court will impose the appropriate sanctions for failure to comply with the Plumas County Adult Substance Abuse Treatment Court Program rules, keeping in mind the overall goal of recovery.
- 6. The Court will participate in weekly meetings with the Alternative Sentencing Coordinator, Probation Officer and/or Plumas County Adult Substance Abuse Treatment Team, to review cases for upcoming court, and implement any changes or sanctions the Team deems necessary.
- 7. The Court will be available, or have accessible substitute, for any emergencies which may arise.
- 8. The Court will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team and Board.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Plumas County District Attorney's Office, Deputy District Attorney,  
Alternative Sentencing Coordinator:

1. A Deputy District Attorney will be assigned to the Plumas County Adult Substance Abuse Treatment Team for the entire term of this agreement, to be chosen and appointed by the County District Attorney.
2. The Plumas County District Attorney's Office will provide suitable office space, furnishings and support, as needed, to the Alternative Sentencing Coordinator and Deputy District Attorney.
3. The Deputy District Attorney will assist in identifying potential participants using the Plumas County Substance Abuse Treatment Court eligibility requirements.
4. In the event the potential participant has a serious violation while in the Plumas County Adult Substance Abuse Treatment Court Program, which could result in further criminal prosecution, the Deputy District Attorney, if aware of the violation, will notify the Court and participant whether additional criminal charges are forthcoming or whether prosecution will be waived, to determine whether disclosure by participant is appropriate in the Plumas County Adult Substance Abuse Treatment Court Program.
5. The Deputy District Attorney agrees that positive drug test or open Court admission of drug possession or may or may not result in the filing of additional drug charges based on that admission. Delivery of a positive drug test or other criminal offense will be reviewed and a determination made as to whether those will be pursued criminally.
6. The Deputy District Attorney will provide leadership and direction to ensure compliance with all statutory guidelines.
7. The Deputy District Attorney will participate in weekly meetings with the Alternative Sentencing Coordinator, Probation Officer and/or Plumas County Adult Substance Abuse Treatment Team, to review cases for upcoming court, and implement any changes or sanctions the Team deems necessary.
8. The Plumas County District Attorney's Office will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team and Board.

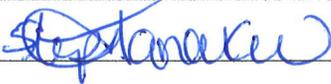
Alternative Sentencing Coordinator:

1. The Coordinator will assist the Plumas County Substance Abuse Treatment Team with the monitoring and evaluation of Substance Abuse Treatment Court when appropriate.
2. The Coordinator will serve as the fiscal officer and will be responsible for the submission of all reports. The Coordinator will assist in seeking funding sources, respond to grant applications, implement and monitor grant funds and provide fiscal, narrative and statistical information as required by the funding source to ensure the ongoing operation of the Plumas County Adult Substance Abuse Treatment Court Program.
3. The Coordinator will be responsible for the preparation of an annual report to include number of participants, graduates, recidivism rates, changes in the Program, etc.
4. The Coordinator will actively represent the Plumas County Adult Substance Abuse Treatment Court Program in the community and appear before governmental agencies, public commissions, legislative hearings, public forums and the media.

5. The Coordinator will coordinate educational, vocational and collateral services as needed for both Plumas County Adult Substance Abuse Treatment Team members and participants.
6. The Coordinate will conduct monthly quality assurance activities, including chart audits
7. The Coordinator will assist in training volunteers and staff, as needed.
8. The Coordinator will assist in event coordination, planning and implementation, as indicated.
9. The coordinator will assist with marketing campaigns for promotion/recruitment.
10. The Coordinator will conduct reviews for appropriate utilization of services from admission through discharge. Evaluate patient satisfaction and quality of care provided by the Plumas County Adult Substance Abuse Treatment Court Program.
11. The Coordinator shall utilize an integrated network for collecting data and reporting on participants in the Plumas County Substance Abuse Treatment Court Treatment Program.
12. The Coordinator will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team and Board and shall be nominated and/or approved as the Coordinator by the board each calendar year.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature  Date 7/11/13

Public Defender:

1. In Plumas County, attorneys are appointed to represent criminal defendants under the current contract between Plumas County and those private contract attorneys.
2. The Public Defender contract attorney who has been appointed by the Court to represent a participant in the Drug Court Program or a defendant, who is being considered as a potential participant in the Drug Court Program, will represent the participant during the time he or she is involved in the Drug Court Program.
3. The Public Defendant contract attorney appointed to represent a participant or potential participant shall advise such person as to the nature and purpose of the Plumas County Adult Drug Court Program, the rules governing participation, the consequences of abiding or failing to abide by the rules, and how participating or not participating in the Program will affect their respective legal interests.
4. The Public Defender contract attorneys will assist in identifying potential participants using the Plumas County Drug Court eligibility requirements. The Public Defender contract attorneys will collaborate with the Court and the District Attorney to identify and recommend potential participants for the Plumas County Adult Drug Court.
5. If a participant is still represented by a Public Defender contract attorney and that participant has a serious violation or new criminal charge, the Public Defender appointed

to represent that participant will advise the participant of his or her legal rights regarding that violation or criminal charge and also advocate for that participant in the Plumas County Adult Drug Court Treatment Team.

6. The Public Defender contract attorney will provide leadership and direction to insure compliance with all legal and statutory guidelines.
7. The Public Defender contract attorney shall review a participant's respective progress in treatment and advocate appropriately when that participant is facing sanctions for non-compliance, early termination from the program, or at the time of disposition should the participant be terminated from the Plumas County Adult Drug Court Program.
8. The Public Defender contract attorney will participate in regular meetings regarding his or her assigned client with the Drug Court Coordinator, Probation Officer, District Attorney, and Drug Court Treatment Team to review cases on calendar and discuss any modifications to treatment or sanctions that may be deemed necessary.
9. One of the Public Defender contract attorneys will participate as a member of the Plumas County Drug Court Treatment Team and Board.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Plumas County Probation Office and Probation Officer :

1. The Plumas County Probation Office will provide daily supervision to the Plumas County Adult Substance Abuse Treatment Court Program caseload through the grant-funded employment of an Intensive Supervision Probation Officer.
2. The Plumas County Probation Office will provide suitable office space, furnishings and support, as needed, to the Plumas County Substance Abuse Treatment Court Probation Officer.
3. The Probation Officer will provide supervision of Participants which includes but not limited to: random drug testing, field and home visits, coordinating with treatment provider and other community based programs.
4. The Probation Officer will provide progress reports for the Substance Abuse Treatment Team, which may include the Participant's top three criminogenic needs assessment results, drug tests results, results from field and home visits and recommendations.
5. The Probation Officer will participate in regular case review/staffing with the Plumas County Adult Substance Abuse Treatment Team members.
6. The Probation Officer will assist in the assessment for referrals of suitability for the Plumas County Substance Abuse Treatment Program.
7. The Plumas County Probation Office will provide observed drug testing on-site as necessary and will provide supportive documentation of the test results to the Substance Abuse Treatment Team.

8. The Probation Officer will be involved in all treatment stages with the Participants by having regular contact with the treatment provider and advocating for prompt incentives and sanctions in response to Participant's behavior in program.
9. The Probation Officer will assist the Coordinator by providing statistical information in regards to supervision.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Substance Abuse Treatment Provider:

1. The Substance Abuse Treatment Provider will conduct a clinical assessment with potential participants to determine severity of alcohol and drug abuse, alcohol and drug-related problems, and readiness for treatment, educational needs, vocational assessment, medical assessment, legal assessment and screen for mental health issues using a research based assessment tool.
2. The Substance Abuse Treatment Provider will establish treatment level(s) and develop Individualized Treatment Plan(s) for all Program Participants.
3. The Substance Abuse Treatment Provider will provide a comprehensive drug treatment program, consisting primarily of intensive out-patient treatment, which focuses on a bio-psycho-social approach to recovery.
4. The Substance Abuse Treatment Provider will provide individual counseling to Plumas County Substance Abuse Treatment Court participants as needed/recommended.
5. The Substance Abuse Treatment Provider will provide group counseling to Plumas County Substance Abuse Treatment Court participants as needed/recommended.
6. The Substance Abuse Treatment Provider will make recommendations to the Court for placement in a specified program(s).
7. The Substance Abuse Treatment Provider will provide the Plumas County Adult Substance Abuse Treatment Team with a weekly progress report on each participant, in a manner acceptable to the Court.
8. The Substance Abuse Treatment Provider will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team, including attendance and participation in weekly case review/staffing.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Plumas County Sherriff's Office:

1. The Plumas County Sherriff's Office will assist in processing Substance Abuse Treatment Court eligible participants in the Program quickly, by providing police reports

and analysis of narcotic evidence in a timely manner to the Plumas County District Attorney's Office.

2. The Plumas County Sherriff's Office will provide a private room in which the Treatment Provider can conduct clinical assessments, while a potential participant is incarcerated.
3. The Plumas County Sherriff's Office will transport those participants, who are incarcerated, to Substance Abuse Treatment Court hearings.
4. The Plumas County Sherriff's Department will assist the Plumas County Probation Department and Officer with supervision, including home visits when needed.
5. The Plumas County Sherriff's Department will agree not to use any statements or information obtained from the participant for purpose of diagnosis, treatment or referral for treatment, to initiate or substantiate any criminal investigations against the participant, with the exception of those circumstances allowed under applicable State and Federal Law.
6. The Plumas County Sherriff's Department will assist the Probation Officer with drug screens as necessary. They will also assist in job checks, record searches, bailiff's services, and searches of residences, vehicles, and work places of clients and generally support the Plumas County Adult Substance Abuse Treatment Team as requested by the Court, Probation Officer, and/or Board.
7. The Plumas County Sherriff's Department will aggressively and immediately, serve bench warrants for participants who have violated their agreements.
9. The Plumas County Sherriff's Department will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team, including attendance and participation in case review/staffing as needed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Plumas County Department of Social Services, Social Services Caseworker:

1. The Plumas County Department of Social Services shall appoint a representative/caseworker to serve on the Plumas County Adult Substance Abuse Treatment Team.
2. The Plumas County Department of Social Services representative/caseworker will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team, including attendance and participation in case reviews/staffing as needed.
3. The Plumas County Department of Social Services will assist participants with filling out paperwork and receiving services offered by the Department for which they are eligible.
4. In addition, the Plumas County Department of Social Services will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Plumas County Mental Health Department, Mental Health Therapist:

1. The Plumas County Mental Health Department shall appoint a Mental Health Therapist to serve on the Plumas County Adult Substance Abuse Treatment Team.
2. The Plumas County Mental Health Therapist will conduct a clinical assessment with potential participants to determine severity of alcohol and drug abuse as well as mental health illness, and readiness for treatment, using a research based assessment tool, as deemed necessary by the Plumas County Adult Substance Abuse Treatment Team.
3. The Plumas County Mental Health Department, Mental Health Therapist will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team, including attendance and participation in case reviews/staffing as needed.
4. The Plumas County Mental Health Therapist will establish treatment level(s) and develop Individualized Treatment Plan(s) for all Program Participants in need of Mental Health services.
5. The Plumas County Mental Health Therapist will provide the Plumas County Adult Substance Abuse Treatment Team with a weekly progress report on each participant, in a manner acceptable to the Court.
6. In addition, the Plumas County Mental Health Department will participate as an active member of the Plumas County Adult Substance Abuse Treatment Team.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Plumas County Adult Substance Abuse Treatment Team**

All parties agree to continue to be represented in this group. This group will be responsible for modifying and amending this Agreement. They will address problems and issues as identified and develop policy and Plumas County Adult Substance Abuse Treatment Court modifications.

**Agreement Modifications**

Any individual Agency wishing to amend/modify this Agreement will notify the Plumas County Adult Substance Abuse Treatment Team. The Team will decide the issues by consensus.

**Termination Agreement**

Individual Agencies contemplating termination of their participation in the Agreement shall first notify the Plumas County Adult Substance Abuse Treatment Team of their concern. The Team will attempt to resolve the problem to ensure continuation of the Plumas County Adult Drug Court. If unable to resolve the problem, the individual Agency or Department can exercise its right to terminate this Agreement by notifying all other Agencies in writing a minimum of ninety (90) days prior to such termination.

**IN WITNESS THEREOF**, the parties have cause their duly authorized representative to execute this Agreement.

Memorandum of Understanding  
Plumas County Substance Abuse Treatment Team

# PLUMAS COUNTY MENTAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971 (530) 283-6307 FAX (530) 283-6045



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**Kimball C. Pier, Ph.D., LMFT - Director**

TO: Monica Richardson – Plumas County Department of Probation, Community Corrections Partnership Members

FR: Kimball C. Pier

RE: CCP Funding Request and Proposal

DATE: July 11, 2013

Plumas County Mental Health is requesting \$10,000 for partial funding of a case manager for AB109 and probation clients at the Daily Reporting Center.

**Plumas County Mental Health has the following plans and proposals in process:**

- 1.) Plumas County Mental Health is funding a full time Behavioral Health Therapist to provide ongoing services in the jail, at the DRC and at the annex - \$60,000
- 2.) Partial funding for a case manager at the DRC in the amount of \$12,000
- 3.) Partial funding for a portable building on the Plumas County Jail property for the purpose of providing therapeutic classes and groups (awaiting proposals and bid information from Commander Hermann).
- 4.) Financial and practical assistance with the existing gardening project at the Plumas County Jail according to what is needed (amount to be determined upon negotiations with PCSO)
- 5.) Educational opportunities for PCSO staff, inmates and probationers around mental and emotional wellness and recovery, skill-building and other topics relevant to capacity-building.

# Plumas County Literacy

445 Jackson Street Quincy, CA 95971 [literacy@psln.com](mailto:literacy@psln.com) 530-283-6413

Victoria Metcalf, coordinator

Tuesday, July 9, 2013

Community Corrections Partnership Committee:

Plumas County Literacy's Second Chance and Second Chance for Families is requesting \$28,500 for its educational services both inside the Plumas County Sheriff's Correctional Center and in the community to post reentry offenders and their families. Funding will support program services for the fiscal years 2013-2014 and will sustain the operational costs for educator salaries, case management services and books and materials.

Thanks to the generous funding provided by the Plumas County Public Health Agency and the Alcohol, Tobacco and Other Drugs Program, five Second Chance educators have received training certifications in Moral Reconciliation Therapy, an approved evidence-based program. These skills will be used throughout the Second Chance program model.

Second Chance is now offering MRT Anger Management, MRT Parenting and MRT "Self - Preservation" groups among its other classes to men and women and to those in protective custody inside the jail. Currently at the Day Reporting Center, Second Chance offers MRT Anger Management, MRT Parenting and MRT "Responsible Living" to post reentry offenders. Our new Second Chance for Families Case Manager will be working countywide with families to assist them in accessing services and benefits, creating life successes and reducing recidivism rates in Plumas County.

## **Budget - \$28,500**

Second Chance - 2 part-time MRT trained educators = \$17,452

Second Chance for Families Case Manager = \$5,152

Plumas County Literacy Coordinator = \$3,744

Educational books and training materials = \$2,152

The above budget will provide MRT classes in Quincy. Should CCP decide to offer additional classes to post reentry offenders in outlying communities, Second Chance is more than willing to consider providing these services. However, additional staff time and travel expenses would need to be negotiated.

Thank you.

Sincerely,

*Victoria Metcalf*

Victoria Metcalf  
Plumas County Literacy Coordinator

# Plumas County Community Corrections Partnership

## EXECUTIVE COMMITTEE

Chief Probation Officer Sharon Reinert, Chair  
Superior Court Judge Ira Kaufman - Designee Deborah Norrie  
District Attorney David Hollister  
Sheriff Greg Hagwood  
Mimi Hall, Director of Public Health  
Douglas Prouty, Public Defender

## MEETING MINUTES

Regular Meeting of the Community Corrections Partnership Committee  
On June 19, 2013, Plumas County Courthouse, Board of Supervisors Room 308, Quincy, California.

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### **10:30 a.m. Call to Order/Roll Call**

Roll call.

Executive Members present: David Hollister; Greg Hagwood; Doug Prouty; Mimi Hall; Deborah Norrie, Plumas Superior Court designee

Not Present: Sharon Reinert, Chief Probation Officer

In attendance, Monica Richardson, Secretary of the Committee.

### **Additions to or deletions from the agenda: None**

Public Comment: Jim Reichle praised the public safety partners on their “fine job” and suggested that home spot visits made on juvenile probationers as they do in Riverside County Juvenile Drug Court would help keep them accountable.

### **Department/Agency Announcements/Reports**

Alternative Sentencing Program/DRC Report, the growing population and need for additional space and public availability. Stephanie Tanaka

Report to the BOS, including issues with Probation, timeline for AB109 budget and Implementation Plan submission for approval.

Mimi Hall provided information on AOD services including those at the jail and shared concern regarding adequate space, staff, and future funding.

### **Agenda:**

#### **1. Process Outlining AB109 Budget/Implementation Plan-David Hollister and Mimi Hall.**

Discussion of timeline recommending agency/departments budgets, plan sub-committee, drafts and final submission to the BOS. No reportable action taken.

#### **2. Alternative Sentencing Program-David Hollister.**

a) Request to approve Alternative Sentencing Legal Services Assistant (.625 FTE) as a permanent position. After discussion, Motion: Approve District Attorney’s request to approve Alternative Sentencing Legal Services Assistant (.625 FTE) as a permanent position. Action: Approve, Moved by Douglas Prouty, Seconded by Greg Hagwood.

Vote: Motion carried by unanimous roll call vote (summary: Ayes=5, Noes=0).

Yes: Mimi Hall, Greg Hagwood, Deborah Norrie, David Hollister, Doug Prouty.

b) Request approval to reorganize program staff. Motion: Table discussion pending AB109 Implementation Plan sub-committee recommendation. Action: Approve, Moved by Mimi Hall, Seconded by Douglas Prouty. All in favor, none opposed; Motion Carried.

3. **Agency/Department 2013-2014 Budget Requests-Mimi Hall.**

- a) District Attorney-Department 70307: \$31,902.00
- b) Sheriff's Office-Department 70362: \$231,833.00
- c) Probation-Department 20418: \$201,845.00

After discussion, Motion: Approve budgets as submitted. Action: Approve, Moved by Mimi Hall, Seconded by Douglas Prouty.

Vote: Motion carried by unanimous roll call vote (summary: Ayes=4, Noes=0, Abstain=1).

Yes: Greg Hagwood, Douglas Prouty, Mimi Hall, David Hollister.

Abstain: Deborah Norrie.

Approval of minutes.

Motion made by Sheriff Hagwood to adopt the May 15, 2013 meeting minutes as corrected. Seconded by Douglas Prouty. All in favor, none opposed; Motion Carried.

**Adjournment:**

Adjourned to meet again on Wednesday, July 17, 2013, at 2:00 p.m. in the Board of Supervisors Room 308, Plumas County Courthouse, Quincy, California.