

**Riverside County**  
**Community Corrections Partnership Executive Committee**  
3960 Orange St., 5th Floor Conference Room, Riverside, CA  
SPECIAL MEETING  
April 16, 2024, 11:00 AM

1. Call to Order – Roll Call

The meeting was called to order by Chairman Christopher Wright at 11:00 AM.

Roll call of the members:

Christopher Wright, Chief Probation Officer, Chairman  
Steve Harmon, Public Defender, Vice Chairman  
Michael Hestrin, District Attorney  
Tony Conrad, Murrieta Police, Chief  
Zareh Sarrafian, Riverside University Health System, Chief Executive Officer

In attendance but not present during roll call:

Jason Galkin, Court Executive Officer

Not in attendance:

Chad Bianco, Sheriff

2. Approval of Minutes from February 6, 2024

Christopher Wright presented the minutes from the February 6, 2024, CCPEC meeting (handout). Christopher Wright moved a motion to receive and file the February 6 meeting minutes. The motion was seconded by Steve Harmon. The motion was approved as follows:

Aye: Wright, Harmon, Hestrin, Conrad

Nay: None

Abstain: Sarrafian

3. Penal Code Section 1230 and Purpose of the CCPEC

County Counsel Bruce Fordon provided a brief overview:

The authority of the CCP and CCPEC are found under Penal Code Sections 1230 and 1230.1. Pursuant to Penal Code Section 1230.1(b), the Executive Committee of the CCP (“CCP Executive Committee”) is charged with voting on the local plan to be recommended to the Board of Supervisors.

Pursuant to Penal Code Section 1230.1(d), consistent with local needs and resources, the plan may include recommendation to maximize the effective investment of criminal justice resources in evidence-based correctional sanctions and programs, including, but not limited to, day reporting centers, collaborative courts, residential multiservice centers, mental health treatment programs, electronic and GPS monitoring programs, victim restitution programs,

counseling programs community service programs, education programs, and work training programs.

Pursuant to Penal Code Section 1230 (3), funds allocated to probation pursuant to the act shall be used to provide supervision and rehabilitative services to adult felony offenders subject to local supervision.

#### 4. Approve Budget Template

Chief Deputy Rudy Lovato provided a brief overview of the Draft Budget Template (handout).

Probation created a draft budget template that is in alignment with the annual survey that is sent to the Board State of Community Corrections. The form includes instructions listing all programs and services to be offered by your agency/department for FY 2024-2025 to be funded by AB 109 Realignment allocation. These are existing and/or new programs and/or services needing continuing funding in support of established Public Safety Realignment goals and objectives.

The sample provided shows the Day Reporting Centers (DRC) as an example of the programming and services Probation offers.

Other sections of template include:

- Stage(s) Provided – what stage(s) the program and service are provided (in custody, supervision, other).
- Performance Goal and Objectives.
- Expected Outcome/KPI.

Committee discussion:

Misha Graves mentioned the Sheriff has twenty different programs and asked if each specific program should be added separately?

In response to Mischa's question, Cherilyn Williams advised the group to provide a form for each program. The programs submitted in the annual realignment plan can be used to structure the budget and assist with the completion of the forms.

Ryan Miller mentioned the Behavioral Health (BH) and Mental Health (MH) programming is extensive and whether each service provided should be listed on a separate form or should it be listed by the overall program, for example one for BH and one for MH

Cherilyn reiterated that each program should be listed separately even if multiple services are provided within that program. She used the DRC as an example where multiple services are offered at that location. However, it still will be listed as one program. Rudy Lovato confirmed the DRC programming will be one form.

Christopher Wright mentioned a new Senate Bill 2882 is pending legislation which proposed changes to the local CCP membership, planning processes, and data collection and reporting requirements.

Christopher Wright moved a motion for the CCPEC to approve the Budget Template. The motion was seconded by Zareh Sarrafian. The motion was approved as follows:

Aye: Wright, Harmon, Hestrin, Sarrafian, Conrad  
Nay: None  
Abstain: Galkin

#### 5. Public Comments

No comments.

#### 6. Executive Committee Comments

Steve Harmon mentioned the bottom of the template does not show the breakdown beyond the total amount. Cherilyn Williams mentioned there is space for the breakdown below the total budget amount that can be used to report salaries and benefits, operating cost, and fixed asset.

Steve Harmon asked whether the DA and PD needed to submit a form for their direct state allocation. It was determined that since the DA and PD receive direct funding from the State and the CCPEC does not vote on those funds, they do not have to submit the template. The template is for the AB 109 funding requests through the CCPEC.

Misha Graves asked if each program would have a total or can we give an overall total?

Cherilyn Williams mentioned that each agency can submit a total for each program and a summary total. Each agency can still present their budget in PowerPoint format; however, Probation is asking to please include the template forms with the presentation.

Steve Harmon asked if the committee will be approving the budget allocations based on the submitted templates. Cherilyn Williams confirmed that should be the case as this will allow for more detail and transparency and the same information will be submitted on the annual survey to the State.

#### 7. Adjournment

Next Meeting – June 4, 2024, 1:30 PM.

The meeting was adjourned at 11:18 AM.

An attendance sheet was signed by all present and will be kept on file.

*Meeting minutes submitted by Probation Executive Secretary Bryon Hansen.*