



San Benito County Probation Department

400 Monterey Street
Hollister, CA 95023
831-636-4070
831-636-5682 FAX



Joseph A. Frontella, Jr.
Chief Probation Officer

Community Corrections Partnership (CCP) September 30, 2021

MINUTES

Members Present:

Joseph Frontella, Chief Probation Officer *
Eric Taylor, SBC Sheriff *
Daniel Martin, Public Defender *
Krystal Lomanto, SBC Office of Education
Patricia Salcedo, Victim Witness Program

Candice Hooper, District Attorney *
Carlos Reynoso, Hollister PD Chief *
Alan Yamamoto, Director Behavioral Health *
Bea Gonzales, SBC Supervisor
Enrique Arreola, CSWD

Members Not Present:

Omar Rodriguez, Superior Court Judge *
Diane Ortiz, Youth Alliance

Tracy Belton, Health & Human Services

**Executive Committee*

1. Call Meeting to Order:

Chief Probation Officer Joseph Frontella called the meeting to order at 02:10 p.m.
Roll call taken via Zoom video attendance by Karen Dozal, Probation Secretary.

2. Acknowledgement of the Certificate of Posting (Motion):

Alan Yamamoto motioned to acknowledge the Certificate of Posting, seconded by Eric Taylor, and all were in favor.

3. Public Forum:

None.

4. Minutes 9-23-21 (Motion):

Candice Hooper made a motion to approve CCP regular meeting minutes of September 23, 2021, which was seconded by Carlos Reynoso, and all were in favor. (Abstained: Alan Yamamoto)

5. AB 109 Budget Update:

Lorraine Carrasquillo provided an update on the AB 109 FY 20-21 reconciled budget. The budget is prepared in advance based on an estimation provided by the State. The budget is reconciled when we receive the actual funding. For the FY 20-21, we received \$2,130,394.71 and reconciled by carrying over the balance of \$4,444,057.01 for FY 19-20. The balance for the end of FY20-21 was \$4.2 million.

6. **Proposals tabled from 9-23-21:**

a. Proposal – Vehicle Emergency Equipment Quote Increase

Lorraine Carrasquillo – When we prepared the budget, we received a quote to install the equipment on the new vehicle which came in at \$11,000.00. The quote has since expired, and the cost increased by \$765.07. We are asking for an additional \$765.07 to make sure we get all the standard safety and emergency equipment installed in the vehicle. This will bring the budget item from \$11,000.00 to \$11,765.07. This is a one-time cost.

b. Proposal – Increase Vehicle Leasing Budget

Lorraine Carrasquillo - When we prepared the budget for the SIU to get started, we estimated to lease vehicles each at \$8,000.00; however, the prices increased. The Sheriff's vehicle, which has not been received yet, will be \$9,536.88 annual cost. We need to increase that budget item by an additional \$10,000.00 for an annual cost of \$18,000.00. This will be an on-going expense.

c. Proposal – Purchase of Microsoft License for Rehabilitation Program

Renee Hankla - This is a follow-up request to the original proposal for laptops at the rehabilitation center at the jail. CCP already approved the purchase of 15 laptops to assist with new classes offered by Gavilan College, which include Intro to Computers, Microsoft Word, Excel, and PowerPoint, and to assist with classes like career, personal development, GED, and academic prep. We need to be able to utilize the programs on the computers that we have already received. This is a one-time expense of \$4,485.00.

d. Proposal - Increase Funding for Four (4) New Correctional Officer Positions

Gabriel Orozco: This is a combined proposal from the Administration Office and the Sheriff, requesting four new correctional officers for the new expanded Correctional Facility. The appropriate number of staffing is needed to provide services and programs to accommodate the expansion and the increase of inmates. The proposal request is for \$350,000.00, which incorporates the cost of four correctional officers plus an additional cushion.

Edgar Nolasco clarified the next proposal would be brought in through a regular CCP budget done every year. This is directly tied to AB109 because of the expansion of the jail. We've also had discussions about doing quarterly budget updates to make sure everyone understands and knows what the balance is.

Joseph Frontella added that part of being able to run the reentry program in the jail is to have the correct amount of staffing levels. Otherwise, they won't get the programming that is designed for them to reenter into society and our community.

e. Proposal – Updated Jail MOU

Proposal submitted by Gabriel Orozco on behalf of the County Administration Office. The CCP committee has been helping with the jail expansion with an MOU set up between CCP and the County to pay \$250,000.00 of the Certificate of Participation (COP) to finance a portion of the jail expansion. What we're bringing forward with this proposal, is to update that MOU to increase the funding of the COP from \$250,000.00 to \$350,000.00. The current MOU is only

extended up to 20 years, and we are asking for an increase in the funding and to extend the length of the remaining COP debt, which is close to 27 years.

Gabriel Orozco concluded, part of the COP for this year has already been charged to the general fund for the jail facility. Both proposals, the four correctional officer positions and the COP, are crucial; however, we will warrant a larger portion of necessity for the four correctional officer positions.

Proposals recommended to the CCP:

a. Proposal from Probation and Special Intelligence Unit (SIU) for Vehicle Emergency Equipment Quote Increase:

A motion was made by Eric Taylor, seconded by Alan Yamamoto, to approve the Vehicle Emergency Equipment quote increase for an additional \$765.07, and for a total one-time expense of \$11,765.07.

Vote: Passed 6:0

b. Proposal from Probation and Special Intelligence Unit (SIU) for Increase Vehicle Leasing Budget for an additional \$10,000.00:

A motion was made by Candice Hooper, seconded by Eric Taylor, to approve the increase of vehicle leasing for an additional \$10,000.00, for a total annual budget of \$18,000.00.

Vote: Passed 6:0

c. Proposal from Probation Reentry Program for Purchase Microsoft License for Rehabilitation Program for \$4,485.00:

A motion was made by Carlos Reynoso, seconded by Candice Hooper, to approve the purchase of Microsoft license for \$4,485.00.

Vote: Passed 6:0

d. Proposal from County Administrative Office and Sheriff, for Increase Funding for Staffing of Four New Correctional Officer Positions for \$350,000.00:

A motion was made by Joseph Frontella, seconded by Carlos Reynoso, to approve funding for four new Correctional Officer positions for the Sheriff's Office with the condition that one position be a Monday-through-Friday Reentry Correctional Officer that does both the medical and the reentry functions. Additionally, all four of these positions be trained in trauma informed care.

Vote: Passed 6:0

Proposal withdrawn:

Proposal from County Administrative Office for Updated Jail MOU:

Proposal withdrawn by County Administrative Office Budget Officer, Gabriel Orozco, for further consideration in the upcoming FY22-23.

7. Round Table:

Eric Taylor expressed his appreciation to the committee for everyone's willingness to help.

Enrique Arreola requested clarification of how often the CCP meets, and when future opportunities will be available to submit proposals.

Joseph Frontella clarified the CCP generally meets three to four times per year, but it could be more often depending on types of needs. Proposals can be submitted at any time.

8. Schedule Upcoming CCP Meeting:

The next regular CCP meeting will be scheduled in the early part of 2022, date, and time TBD.

9. Meeting Adjourned:

A motion to adjourn the CCP meeting was made by Candice Hooper, seconded by Alan Yamamoto. Meeting was adjourned at 3:55 p.m. by Joseph Frontella.

Respectfully submitted,



Karen Dozal, Secretary
San Benito County Probation Dept.