



**San Benito County Probation Department**  
400 Monterey Street  
Hollister, CA 95023  
831-636-4070  
831-636-5682 FAX

**Joseph A. Frontella**  
Chief Probation Officer

**Community Corrections Partnership (CCP)  
November 26, 2018 at 9:30 a.m.**

San Benito County Sheriff's Office  
2301 Bert Drive  
Hollister, CA 95023

**MINUTES**

**Members Present:**

Joseph Frontella, Interim Chief Probation Officer \*  
Alan Yamamoto, SBC Behavioral Health \*  
Renee Hankla, CTC Reentry Program Manager  
Darren Thompson, SBC Sheriff \*

Candice Hooper, District Attorney \*  
Tony Lamonica, SBC Sheriff's Office  
Steven Reid, SBC Behavioral Health  
Diane Ortiz, Youth Alliance

**Members Not Present:**

David Westrick, HPD Chief \*  
Krystal Lomanto, SBC Office of Education  
Jerry Muenzer, Board of Supervisors  
Ray Espinosa, County Administrative Officer

Tracy Belton, Health & Human Services  
James Rydingsword, HHSA Director  
Steve Sanders, Superior Court Judge \*  
Greg LaForge, Public Defender \*

**Guests:**

Enrique Arreola, Health & Human Services  
Rita Campbell, Probation Department

Jason Scimeca, Probation Department  
Meg Bagley, Probation Department

***\*Executive Committee***

1. **Call Meeting to Order:**

Interim Chief Joseph Frontella called the meeting to order at 9:37 a.m. In lieu of roll call, Interim Chief Frontella had members and guests go around the table and introduce themselves.

2. **Acknowledgement of Certificate of Posting was done on November 19, 2018 at 11:00 a.m.**

A motion to approve the acknowledgement of posting was made by Darren Thompson, seconded by Candice Hooper and all were in favor.

3. **Public Forum:**

None.

4. **Minutes:**

Copies of the minutes from October 15, 2018 were distributed and reviewed. Darren Thompson made a motion to approve the minutes as written, which was seconded by Alan Yamamoto and approved by a unanimous vote. Notes from the Budget Committee Meeting held on October 29, 2018 were also distributed and reviewed.

5. Budget Update:

The notes from the Budget Committee meeting held on October 29, 2018 were distributed. Joe Frontella began the discussion, stating fourteen (14) proposals listed on the first page were discussed and the Committee's recommendations of those proposals are listed on the second page. He explained instead of using the ongoing funds, which had a limited amount of money, some items were moved to carryover funds, which are one-time expenditures. Per Mr. Frontella, this is what the Budget Committee would like to recommend to the Community Corrections Partnership for approval.

Enrique Arreola asked for the reasoning for the projects that weren't selected and Mr. Frontella stated they were categorized by priority of what was needed in the county and what was most pressing to improve the community. He stated some items were pushed to carryover funds, which included the COMPAS tool, and sober living environment needs, as well as additional mental health services to the jail and juvenile hall.

Darren Thompson stated there were seven proposals to use ongoing funds and only \$121,000 available. Most of those were denied because of the small dollar amount. However, there were a lot of carryover funds available so most of those were able to be funded.

Renee Hankla indicated the updated cost of the COMPAS tool is \$79,150 instead of \$60,000 originally quoted.

Joe Frontella called for a motion and Darren Thompson moved to approve the recommendations, which was seconded by Alan Yamamoto. Interim Chief Frontella asked for a vote and all were in favor to approve the recommendations with no opposition or abstentions.

6. Round Table:

**Jason Scimeca:** Probation has done some hiring since the last meeting. Two new Probation Aides have been hired and also hired a new clerical employee. There have been two promotions in the department; Meg Bagley as Administrative Services Specialist (a portion of Rita Campbell's position) and promoted a Senior Deputy Probation Officer to a Supervisor. They also have two officers in background.

Interim Chief Frontella interjected, stating Ashlyn Canez was promoted to supervisor, taking Yolanda Leon's place, and also hired a Staff Analyst (the other aspect of Rita's position) who will mostly be working on budgets and data collection. They are also trying to staff extra help at the Juvenile Hall.

**Renee Hankla:** There will be a COMPAS demonstration next week and they will also visit the Rountree facility this week. They are continuing to meet with the transition team to get ready for the jail opening. They are trying to get everything in place in terms of programs and assessing what programs will be available. Renee stated Randy Brown is working on vocational programs they can use. Classification staff is working on statistics for the jail to see their needs, such as length of stay, in order to develop the right programs.

**Tony Lamonica:** He is excited about the new jail opening and the new programs and they are looking at other facilities regarding programs. They are also in the process of hiring five correction deputies.

**Alan Yamamoto:** They are making good progress on the Behavioral Health building and have the architect's rendition of what it will look like. With all the new offices, they will be able to expand programs and staff. RMA will be going to the Board on December 11, asking for authorization to go out to bid for a modular construction company. They had an internal promotion for a new position, Case Management Unit Supervisor Maria Sanchez, who will leave her Administrative Services Manager position and will be expanding case management.

**Enrique Arreola:** Phase 2 of the center is underway and they expect construction to be completed in March. They will have additional wraparound services for the whole person care team there. Phase 3 will be started sometime in summer or later this year and have secured \$1.4 million for this. They also partnered with the community homeless solutions for the beautification project and have accrued five individuals who are homeless and work ready, going to different areas of this county to beautify.

At America's Job Center there are trainings and workshops three times per month. They are planning an employer educational workshop/event to connect with employers to let them know the benefits of working with the reentry population. They are also planning for the reentry prison-to-employment grant for the state.

**Candice Hooper:** Sending offer letter for Deputy DA position today.

**Joe Frontella:** Capital improvement projects are still going on at the Juvenile Hall. They have a new recreation yard, which is almost finished.

Alan Yamamoto added that they voted to use money from the Mental Health Block Grant, formerly known as SAMHSA, totaling approximately \$44,000 to help with some of the services they provide at Juvenile Hall.

**Diane Ortiz** stated with the additional services at Juvenile Hall and the Jail, working to map out the reentry support plan back into the schools is very important. She stated Krystal Lomanto has been convening the school law partnership meeting and invited everyone to attend. She stated kids reentering school is important to help continue their support, ensuring they are successful and don't recidivate.

7. Schedule Upcoming CCP Meeting:

Joe Frontella recommended the CCP meet twice per year; however, if there is a need that arises, a meeting can be convened. The next CCP meeting was tentatively scheduled for April 8, 2019 at a location to be determined. Interim Chief Frontella suggested the Executive Budget Committee meet prior to that, possibly on March 18, 2019.

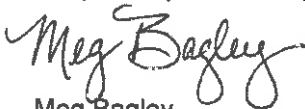
Enrique Arreola asked to be added to the next meeting's agenda and give an overview of workforce services offered at America's Job Center. He stated they have a lot of resources that would assist this community. AB109 in different counties contract out with workforce services and here no money goes toward this. With the prison-to-employment grant, it is a good segue to have that level of partnership.

Darren Thompson suggested we look at the CCP bylaws; he wants to ensure at future meetings the principal voters are able to designate a representative in case they are unable to attend.

8. Meeting Adjourned:

At 10:16 a.m., a motion was made by Candice Hooper to adjourn the meeting, seconded by Darren Thompson, and all were in favor.

Respectfully submitted,



Meg Bagley  
Secretary I

San Benito County Probation Department



# Price Proposal

1764 Forest Ridge Drive Suite A  
 Traverse City, MI 49686  
 Phone: 888.221.4615  
[www.equivant.com](http://www.equivant.com)

Date: April 4, 2019  
 Valid Through: June 18, 2019

**Prepared for:**

**Agency:** San Benito County Sheriff's Office(CA)  
 710 Flynn Road  
 Hollister, CA 95023  
**Contact:** Captain Tony Lamonica  
**Phone:** (831) 636-4127  
**Email:** [Tlamonica@sbcsheriff.org](mailto:Tlamonica@sbcsheriff.org)  
**Project:** Northpointe Suite Implementation: Classification & Core

	Qty	Unit Price	Total
<b>ANNUAL SUBSCRIPTION FEES</b>			
Northpointe Suite COMPAS Classification (1 bundle of 5 use licenses)	2	\$2,750	\$5,500
Northpointe Suite COMPAS Core (1 bundle of 5 use licenses)	1	\$2,750	\$2,750
AdHoc Report Generator (1 bundle of 5 use licenses)	3	\$0	\$0
Northpointe Classification API	1	\$2,500	\$2,500
<b>Subtotal, Annual Software Subscription</b>			<b>\$10,750</b>
<b>PROFESSIONAL SERVICES - FIXED FEE</b>			
Implementation Package * includes Travel Fees			\$68,400
<b>Subtotal, Professional Services</b>			<b>\$68,400</b>
<b>GRAND TOTAL</b>			<b>\$79,150</b>

Prices do not include any applicable taxes.

**Notes**

- 1 This pricing is based on equivant standard terms. A *Software License Agreement* and a *Professional Service Agreement* will be provided for execution.
- 2 Payment for Annual software Subscription and Hosting is due upon contract execution.
- 3 Payment term is net 30 days from invoice date.
- 4 Delays caused by client site or configuration issues with a third party vendor may require rescheduling and/or Change Controls for additional services and travel costs.
- 5 Fixed fee items will be invoiced per the milestone payments as defined in the Statement of Work and Professional Services Agreement.
- 6 Customer will make available resources requested by equivant for assistance with and approval of project milestones & deliverables.
- 7 Customer is responsible for all required hardware, network and third party interfaces, software components and configuration.
- 8 Computer lab training services assume a maximum of fifteen students per class for *Basic* software training sessions. Advanced or Train the Trainer sessions will have a maximum of 10 students per class.
- 9 For the purposes of quotation equivant has assumed that training will be provided on consecutive days when possible. Should Customer request that training be provided on non consecutive days the costs for labor and travel expenses may exceed the estimate provided and additional budget will be required through a Change Control document.
- 10 Unless expressly stated all training will be provided during normal business hours (8 am to 5 pm local time).
- 11 If project is cancelled prior to completion, all effort and travel-related costs expended through the date of cancellation will be due and payable.
- 12 Nothing in this Quote/Exhibit shall constitute a maximum or shall otherwise constrain an eventual quote, for some or all of its components.
- 13 **Before services can be delivered, parties must agree on a Statement of Work and executed agreement providing for the terms and conditions.**
- 14 All Interface costs proposed are based on the customer's use of the existing Northpointe Suite API Web Services for data exchange. No customizations are included; the customer will follow the specifications and file formats as defined by equivant. Modifying the planned solution will impact the budget proposed. Delays caused by third party vendors are not the responsibility of equivant, and the effective license term will not be adjusted to account for such delays.
- 15 Data conversion technical services are not included in this pricing. Changes to this requirement will incur additional costs.

Questions, please contact: Greg Eash at [greg.eash@equivant.com](mailto:greg.eash@equivant.com) or by phone at (574) 747-7460.