

SONOMA COUNTY

PROBATION DEPARTMENT

David M. Koch
Chief Probation Officer



Community Corrections Partnership Meeting Minutes August 30, 2021, 3:30 PM

1. Welcome

Meeting called to order at 3:30 p.m.

2. Introductions

CCP Members In Attendance:

Dave Koch, Chief Probation Officer
Jill Ravitch, DA
Kathleen Pozzi, Public Defender
Eddie Engram, Sheriff's Office (proxy
for Sheriff Essick)
Arlene Junior, Courts
Chief Savano, Petaluma PD
Tatiana Lopez, Victim's Services, DA's
Office
Sid McColley, Health Services (proxy for
Bill Carter
Nick Klein, CAO
Katie Greaves, Human Services
Dana Alvarez, CA Human Development
Georgia Ioakimedes, SCOE

Also In Attendance:

Lisalinn Williams, Probation
Matt Perry, Probation
Brad Hecht, Probation
Rob Halverson, Probation
Chris Williams, Probation
Arin Travis, Probation
Darren Fravel, Probation
Samantha Feld, Probation
Shannon Peterson, Probation
Sharon Post, Sheriff's Office
Cesar Bassillo, CVNL
Andrew Ou, Sheriff's Office
Lynne Slater, Public Defender's Office
Shane Lewis, DA's Office

Adult Probation Services

600 Administration Dr. 104J
Santa Rosa, CA 95403
(707) 565-2149
FAX (707) 565-2503

Supervised Adult Crews

300 Fiscal Drive
Santa Rosa, CA 95403
(707) 565-1175
Fax (707) 565-1185

Juvenile Probation Services

7425 Rancho Los Guillicos Rd
Dept. B
Santa Rosa, CA 95409-6595
(707) 565-6229
FAX (707) 565-6329

Probation Camp

7400 Steve Olson Lane
Forestville, CA 95436
(707) 565-8900
FAX (707) 565-8903

Juvenile Hall

7425 Rancho Los Guillicos Rd
Dept A
Santa Rosa, CA 95409-6595
(707) 565-6300
FAX (707) 565-6393

Administrative Services

600 Administration Dr. 104J
Santa Rosa, CA 95403
(707) 565-2149
FAX (707) 565-2878

3. Approval of Minutes

Koch: Aye	Pozzi: Aye
Ravitch: Aye	
Engram (Essick): Aye	

June 28, 2021 Minutes

Approved.

4. District Attorney—Victim Advocate Funding Proposal

(handout)

DA Ravitch presented and a brief discussion ensued.

Koch: Aye	Pozzi: Aye
Junior: Aye	Savano: Aye
Engram (Essick): Aye	Ravitch: Aye

Approved.

5. CCP Fund Balance Policy Discussion & Recommendation

Brad Hecht presented.

Fund Balance—Consistent with best practice recommendations from the Government Finance Officers Association of the United States and Canada, the CCP will maintain a minimum level of fund balance equal to \$3,000,000, which equals approximately 2 months of expenditures in the CCP’s FY 21-22 budget. The CCP will strive to maintain a fund balance of \$4,000,000, which equals approximately 3 months of expenditures in the CCP’s FY 21-22 budget.

Replenishing Fund Balance—If the CCP authorizes drawdown of fund balance below \$3,000,000, this authorization will include a re-payment schedule.

Koch: Aye	Pozzi: Aye
Junior: Aye	Savano: Aye
Engram (Essick): Aye	

Approved.

6. Farewell to Kathleen Pozzi, Public Defender

Chief Koch and the CCP committee offered heartfelt congratulations on her retirement and gratitude for her years of service to the county and this committee.

7. Deputy Chief Probation Officer Recruitment

Deputy Chief Matt Perry is retiring at the end of October and a recruitment is underway.

8. Future Meetings

The next scheduled meeting is September 27, 2021 at 3:30 p.m. via WebEx.

9. Public Comment on items not on agenda

None.

Meeting came to a close at 4:25 p.m.

For information please contact the Probation Department at (707) 565-2149. Copies of all agendas, minutes, and other meeting material are available to the public on the Probation Department website,