



VANESSA FUCHS  
CHIEF PROBATION OFFICER

**Community Corrections Partnership  
Meeting Minutes**  
September 18, 2023, 3:30 PM

1. **Welcome**

Meeting called to order at 3:35 p.m.

2. **Introductions**

**CCP Members In Attendance:**

Vanessa Fuchs, Chief Probation Officer  
Brian Staebell, (proxy for Carla  
Rodriguez, District Attorney)  
Brian Morris, Public Defender  
Mike Merchen, Sheriff's Office (proxy  
for Sheriff Engram)  
Jan Cobaleda-Kegler, Behavioral Health  
Tatiana Lopez, Victim's Services  
Nick Klein, CAO  
Robert Oliver, Courts  
Georgia Iokimedes, SCOE

**Also In Attendance:**

Lisalinn Williams, Probation  
Brad Hecht, Probation  
Rob Halverson, Probation  
Christina Sullivan, Probation  
Alison Lobb, Probation  
Tory Callaway, Sheriff's Office  
Steve Fabian, Public Defender's Office

### 3. Approval of Minutes

Fuchs: <b>Aye</b>	Staebell: <b>Aye</b>
Cobaleda-Kegler: <b>Aye</b>	Merchen: <b>Aye</b>
Morris: <b>Aye</b>	
Oliver: <b>Aye</b>	

June 26, 2023 Minutes  
Approved.

### 4. Budget Update—Brad Hecht

(handout)

The 2023/2024 FY CCP Plan was sent to the committee members on August 18<sup>th</sup> for review with a due date of September 11<sup>th</sup>. No edits were made, so the original copy will be sent to the Board of Supervisors.

Highlights

- 2023/2024 FY – no new programs were approved.
- 2022/2023 FY – several new programs were approved.
  - o Sheriff’s Office Substance Use Disorder Services
  - o Outpatient SUD DRC (Health Services Budget)
  - o District Attorney’s Post-Conviction Relief Attorney
  - o Public Defender’s Social Worker and Post-Conviction Relief Attorney
- Other highlights:
  - o Probation’s Behavioral Response System
  - o Probation’s Warrant Reengagement Team (2 Probation Officers planned, 1 filled)

Funding under AB 221 covers some pretrial cost but mostly the CCP finances the pretrial program.

Fund Balance: \$17.4M at the end of the 2022/2023 FY.

A discussion ensued.

A motion to approve The Plan:

Motion: Brian Staebell

2<sup>nd</sup>: Mike Merchen

Fuchs: <b>Aye</b>	Staebell: <b>Aye</b>
Cobaleda-Kegler: <b>Aye</b>	Merchen: <b>Aye</b>
Morris: <b>Aye</b>	
Oliver: <b>Aye</b>	

Approved.

### 5. Hybrid Meeting Discussion—Chief Fuchs

Similar to other Brown Act meetings, a short discussion ensued on whether to hold hybrid CCP meetings moving forward.

The issue concerning Zoom disruptors and suspending meeting activity was raised. ADA

Staebell suggested a structure be built into our bylaws to deal with these types of interruptions. Chief Fuchs will look at the Board of Supervisor bylaws for public meetings, mirror that language and bring it back to the CCP for final approval.

Motion to adopt a hybrid model for CCP meetings:

Motion: Brian Staebell

2<sup>nd</sup>: Jan Cobaleda-Kegler.

Fuchs: <b>Aye</b>	Staebell: <b>Aye</b>
Cobaleda-Kegler: <b>Aye</b>	Merchen: <b>Aye</b>
Morris: <b>Aye</b>	
Oliver: <b>Aye</b>	

Approved.

## 6. **Bylaws Discussion Continued—Chief Fuchs**

Previous Meeting Highlights:

Chief Fuchs surveyed other agency chiefs across the state and 45/58 chiefs responded.

- 28/45 allow proxies.
- Of those 28/25 allow voting rights, with variations.
- If no proxies are sent, are there specific people who are allowed to send a proxy? One county only allows the Court to send a proxy. Another county said a police chief can only send a proxy. And the other few said their proxies are not allowed to vote.
- 6/45 counties have a vice chair.
- Non-executive members take action? 43/45 do not.

Previous Notes from May Meeting:

The committee began a discussion on clarification and updates to the current CCP bylaws. Items up discussion:

- First person language
- Hybrid option?
- Public comment time change.
- Chair and Vice-Chair, in lieu of proxies?
- Proxy parameters?

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Items not previously discussed and added to the bylaws:

- Conflict of Interest

A short discussion ensued.

Nick Klein: Chief of Police rotation language?

Chief Fuchs suggested adding, “Chief of Police will be selected by the *Sonoma County Law Enforcement Chiefs Association (SCLECA)*”

Edits: CCP “may” provide hybrid meeting. Several minor edits were reviewed.

Motion to adopt the new bylaws, including the discussed additions/edits.

Motion: Brian Morris

2<sup>nd</sup>: Brian Staebell

Fuchs: <b>Aye</b>	Staebell: <b>Aye</b>
Cobaleda-Kegler: <b>Aye</b>	Merchen: <b>Aye</b>
Morris: <b>Aye</b>	
Oliver: <b>Aye</b>	

Approved.

## **7. Public Comment Parameters on Posted Agendas—Chief Fuchs**

The Board of Supervisors adopted an indication on public comment, such as civility and expectations from those making public comment. Public comment must be in-person.

Chief Fuchs raised the question of whether to include public comment language on CCP agendas.

ADA Staebell recommended simple language/guidelines:

- Timeframe.
- Commitment to Civility.
- Chair has the right to make that call.

The committee agreed to Chief Fuchs preparing a draft for a future meeting for consideration/vote.

## **8. Future Meetings**

October 30, 2023 at 3:30 p.m. at 370 Administration Drive, Santa Rosa.

## **9. Announcements**

Chief Fuchs: Our ASD, Chris Williams is moving on to another department. Her last day is October 9<sup>th</sup>.

## **10. Public comment on items not on the agenda**

None.

Meeting closed at 4:21 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.