

**SONOMA COUNTY
COMMUNITY CORRECTIONS PARTNERSHIP
BYLAWS**

ARTICLE I: NAME

The name of this committee is the Sonoma County Community Corrections Partnership (“CCP”).

ARTICLE II: AUTHORITY

This committee is authorized by Penal Code Section 1230; its Executive Committee is authorized by Penal Code Section 1230.1 (b). The CCP is charged with the responsibility to recommend a local plan to the Sonoma County Board of Supervisors for the implementation of the 2011 public safety realignment.

ARTICLE III: PURPOSE

The principle mission of the CCP is to develop a criminal justice realignment plan due to the State’s shift of low level offenders from the prison system to the local system, effective October 1, 2011. This plan is to be submitted to the Board of Supervisors for approval.

The CCP is committed to serve as the planning body for the adult criminal justice system, as it relates to the State’s realignment of low level offenders in Sonoma County. The CCP will provide the coordinated leadership necessary to establish cohesive public policies that are based on research, evaluation, and monitoring of policy decisions and program implementations.

The CCP has agreed to develop Sonoma County’s realignment plan based on the following organizing principles:

- Use of detention beds should be minimized, consistent with public safety risk of offenders;
- The system itself, and decision made, should be based on the public safety risk of offenders;
- The approach should be based on research tested methods, as much as practicable.

Through a coordinated planning effort, the CCP will review, evaluate, and make policy recommendations on vital criminal justice system issues.

ARTICLE IV: MEMBERS

1. Chief Probation Officer—Chair
2. Presiding Judge or his/her designee
3. A county supervisor or the Chief Administrative Officer for the County or a designee of the Board of Supervisors
4. The District Attorney
5. The Public Defender
6. The Sheriff
7. A Chief of Police
8. The head of the county department of social services
9. The head of the county department of mental health
10. The head of the county department of employment
11. The head of the county alcohol and substance abuse programs
12. The head of the county office of education
13. A representative from a community based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense.
14. An individual who represents the interests of victims

Position Vacancies:

- Specific identified members will be replaced with the individual elected/hired to fill the same role (i.e. the District Attorney, the Sheriff, etc.)
- The Chief Administrative Officer or Board of Supervisor member will be designated by either the County Administrator or the Board of Supervisors.
- Members 13 and 14 identified above will be selected through a recruitment process administered by the Chair or designee and vote on by the CCP Executive Committee.

ARTICLE V: EXECUTIVE COMMITTEE

Section A: Purpose

The purpose of the Executive Committee is to vote on the realignment plan developed by the CCP membership.

Section B: Membership

- ◆1. Chief Probation Officer—Chair
- ◆2. A Chief of Police
- ◆3. Sheriff
- ◆4. District Attorney
- ◆5. Public Defender

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- 6. Superior Court Presiding Judge or his/her designee
- 7. The 7th member will be 1 department representative from either the Head of Social Services, Head of Mental Health, or Head of Alcohol and Substance Abuse Programs, as selected by the Board of Supervisors.

ARTICLE VI: MEETINGS

Section A: Regular Meetings

The CCP and Executive Committee will meet as needed.

- Meeting Proxy: All members must annually provide the Chair's Executive Secretary a list of meeting proxies, not to exceed three (3). This list may be updated prior to annually but must be a minimum of a day before the proxy is set to attend a meeting.

Section B: Brown Act

The CCP and Executive Committee are subject to provisions of the Brown Act and must adhere to all requirements.

- Effective January 1, 2023, the Brown Act permits teleconferencing under three options. The CCP will comply with these updated regulations.
- The CCP will provide a hybrid meeting so that members of the public may attend virtually.

Section C: Public Comment

The CCP ~~and Executive Committee~~ welcomes and encourage public participation in the meetings. ~~The public comment is limited to three minutes per person.~~

- The Public Comment period pursuant to the agenda is when members of the public will have the opportunity to address the Committee on any issues within the jurisdiction of the Committee. Generally, speakers will be limited to three minutes.
- The Chair had the discretion to extend or reduce the time based on the complexity of the issue and/or the number of speakers requesting to speak.
- The Chair has the discretion to allow public input during the meeting at any time other than during "Public Comment" and action items for a time period at the discretion of the Chair.

ARTICLE VII: CHAIR/~~VICE CHAIR~~

The Chair is the Chief Probation Officer of Sonoma County. In instances when the Chair cannot attend a meeting, the Vice Chair will preside over the meetings. ~~The Vice Chair will be selected by majority vote of the Executive Committee members. The Chair will designate a Deputy Chief Probation Officer to assume the role of Chair in his/her absence.~~

ARTICLE VIII: VOTING

Action of the Executive Committee may be taken by a majority vote of those Executive Committee members present, and by not less than a majority of the quorum of the Executive Committee. AS there are 7 members of the Executive Committee, a quorum is 4 members.

- ~~Executive Members must declare in advance if their proxy has voting authority. This may be accomplished in the same manner as listed in Article IV.~~

~~Action of the CCP may be taken by a majority vote of those CCP members present, and by not less than a majority of the quorum of the CCP. There are 14 members of the CCP, and therefore, a quorum is 8 members.~~

ARTICLE IX: SUB-COMMITTEES

The Executive Committee may designate sub-committees, on an as-needed basis. These sub-committees may include CCP members, as well as non-CCP members. Sub-committees may be subject to the provisions of the Brown Act.

ARTICLE X: PARLIAMENTARY AUTHORITY

Roberts' Rule of Order, revised, governs all meetings except in instances of conflict between the Rules of Order and the Bylaws or provision of law.

ARTICLE XI: CONFLICT OF INTEREST

- CCP Committee members shall not participate in making any governmental decision in which they have a financial interest.
- Any member with a disqualifying conflict of interest must, in compliance with the Political Reform Act:
 - Publicly state the nature of the conflict in sufficient detail to be understood by the public.
 - Recuse himself/herself from discussing and voting on the item; and
 - Leave the meeting until the item has concluded.

- The member may be allowed to address the CCP as a member of the public. Said disclosure shall be noted in the official CCP minutes. The member must also comply with all other applicable conflict of interest laws.

ARTICLE XII: AMENDMENT OF BYLAWS

Proposed amendments to the Bylaws are to be included on the agenda of a regularly scheduled Executive Committee meeting. The Bylaws may be adopted, altered, amended, or repealed by a majority vote of the CCP Executive Committee within the limitations imposed by the Brown Act.

ADOPTED: AUGUST 29, 2011.

REVISED: SEPTEMBER 18, 2023

DRAFT