

Sonoma County Community Corrections Partnership

Public Safety Realignment Implementation Plan

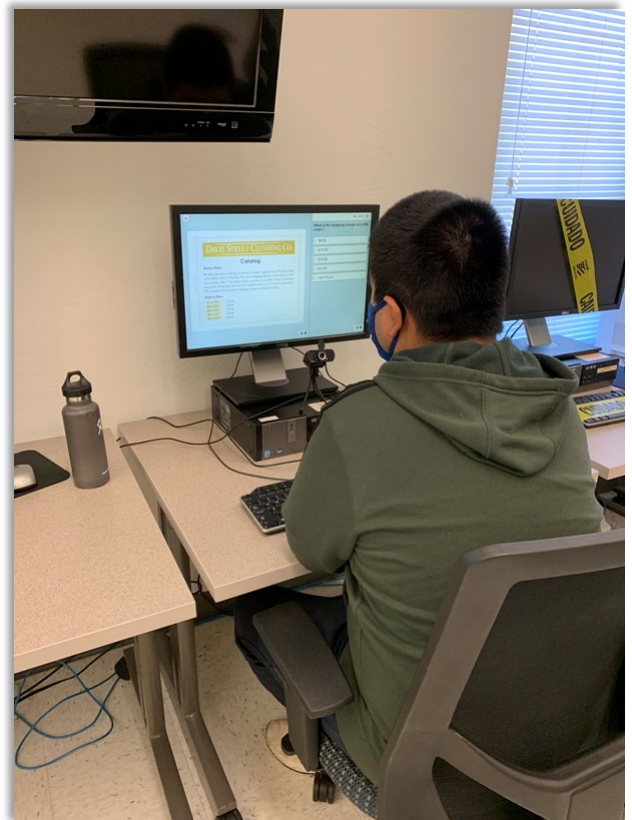
Fiscal Year 23-24



Main Adult Detention Facility



Substance Use Disorder Services

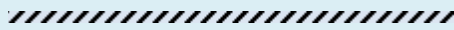


Day Reporting Center

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CCP

Executive Committee Members



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Chief Probation Officer (Chair)

Eddie Engram

Sheriff

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EXECUTIVE SUMMARY

This document presents the Sonoma County Community Corrections Partnership's (CCP's) Public Safety Realignment Implementation Plan for fiscal year 23-24.

The CCP deliberated and approved this plan at its January 30, 2023, meeting following the January 10 release of the Governor's proposed FY 23-24 budget. At each year's deliberations, the CCP evaluates Sonoma County's public safety needs vis-à-vis available public safety realignment funding, a volatile source due to its reliance solely on sales tax revenues. This year, the Governor's proposed budget projected lower revenues in FY 23-24 than previously expected, as projected FY 22-23 statewide growth (received in FY 23-24) plummeted from \$135 million as of the May 2022 revised budget to \$20 million on January 10.

Offsetting reduced revenue expectations was that the CCP's fund balance had grown to a projected year end amount of \$16.5 million, equivalent to 10 months' expenditures, following surprisingly large growth revenues received in FY 21-22 and 22-23. Balancing reduced revenue expectations, growing fund balance, and Sonoma County's public safety needs, the CCP decided to maintain a status quo budget in FY 23-24, which, considering inflation expectations, would increase FY 23-24 expenditures by \$2 million and create a projected structural deficit of \$2 million per year.

Following the CCP's FY 23-24 budget approval, the Governor's May revised budget exceeded January expectations, reducing the FY 23-24 projected structural deficit to \$1.1 million. The "Budget and Program Overview" section projects local revenues based on the May revision.

The next section of this report provides updates on the numbers of realigned individuals in Sonoma County, reviews projected revenues, and highlights each of the programs that will receive new or substantially increased funding. The sections that follow describe all individual programs and services composing the CCP's FY 23-24 Plan.

Sonoma County CCP Public Safety Realignment Implementation Plan Objectives

1. Reduce recidivism to enhance public safety.
2. Promote evidence-based programming and upstream investments in health, education, and human services to decrease the need for and costs of enforcement, prosecution, and incarceration.
3. Fund programs that align with the tenets of Sonoma County's *Criminal Justice Master Plan*.
4. Minimize use of jail beds through use of detention alternatives in a manner that is consistent with public safety and that maintains the integrity of the criminal justice system.
5. Provide programming for in-custody and out-of-custody individuals in the criminal justice system, and use validated risk assessments to inform programming decisions and ensure continuity.
6. Operate a day reporting center to serve as the central point of evidence-based programming to help individuals in the criminal justice system reintegrate into the community.

FY 22-23 DEVELOPMENTS AND DECISIONS

Introduction

Assembly Bill 109, known as the 2011 Public Safety Realignment Act, is the cornerstone of California's legislative efforts to reduce adult prison populations and close the revolving door of justice system involvement for individuals convicted of less serious offenses. As described by the [Board of State and Community Corrections](#), the legislation shifted responsibility for several types of individuals with felony convictions from the state to counties. For individuals whose current and prior convictions are for legally designated non-serious, non-sexual, and non-violent felonies, courts now impose sentences of incarceration in county jails, community supervision by county probation departments, or jail time followed by community supervision. The community supervision portion of such sentences is called mandatory supervision (MS). The legislation also created a post-release community supervision (PRCS) class of individuals, who generally are those currently convicted of non-serious, non-violent felonies (irrespective of prior convictions) and some sex crimes. The PRCS population include those who, before Public Safety Realignment, would have been supervised by California Department of Corrections and Rehabilitation parole officers upon release from prison but now receive community supervision from county probation departments. Realignment also changed the parole revocation process such that counties now handle most cases involving individuals sentenced to state parole who have violated the terms of their supervision. To help counties handle this increased workload, the state also provides dedicated funding.

Each year, the Sonoma County Community Corrections Partnership (CCP) considers available funding and local criminal justice system needs as it develops a realignment implementation plan intended to protect public safety by ensuring sufficient detention capacity for those convicted of more serious offenses while focusing on evidence-based rehabilitation and supportive services for those who can be safely supervised in the community. The CCP develops its plan per the recommendations of Sonoma County's *Criminal Justice Master Plan*, by investing in the Day Reporting Center and pretrial services, both key recommendations of the *Master Plan*, with additional funds allocated to the Sheriff's Office, Probation Department, Health Services, Human Services, District Attorney, and Public Defender. Additionally, the CCP consistently allocates annual funding toward data collection and evaluation of funded programs to support effective service delivery and quality improvement.

Realigned Populations

As of April 2023, the Sonoma County Sheriff's Office and Probation Department supervise a combined 528 realigned individuals in the jail and community who formerly would have been supervised by the California Department of Corrections and Rehabilitation. Population levels in the jail, which reached a pandemic low of 65 realigned individuals, have increased slightly to a current population of 92, or 12% of the 772 total inmates as of April 2023 (Figure 1). Before the pandemic, realigned individuals typically numbered over 200 and accounted for 20 to 25% of the total inmate population. The steep declines resulted mostly from early releases and the

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California Judicial Council’s temporary presumptive zero-dollar bail rule adopted in April 2020. Both policies intended to limit the spread of Coronavirus by reducing jail populations. Under zero-dollar bail, bail is set at \$0 for all misdemeanor and felony offenses, with exceptions for certain serious offenses. The rule ended on June 20, 2020, at the state level but continues in Sonoma County as of April 2023.

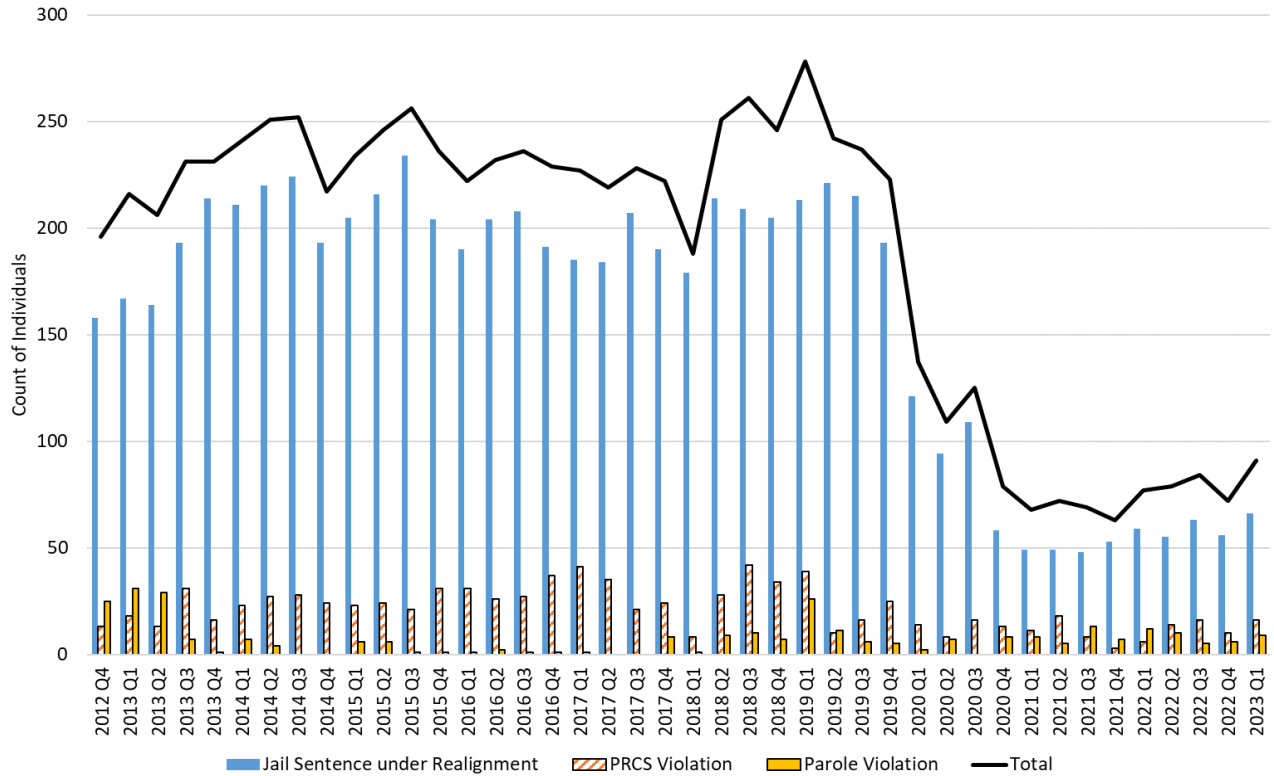


Figure 1: Sonoma County Realigned Jail Inmate Population

As of April 2023, the number of individuals on community supervision has begun to increase slightly following a dip in 2021 and 2022. The dip appeared to be pandemic-related in which fewer cases and fewer people in jail and prison translated to fewer people released onto community supervision. As pandemic-related guidelines and restrictions have eased, more individuals are now being supervised in the community. Compared to 396 individuals supervised in June 2022, the Probation Department was supervising 437 individuals in April 2023, a 10% increase (Figure 2).

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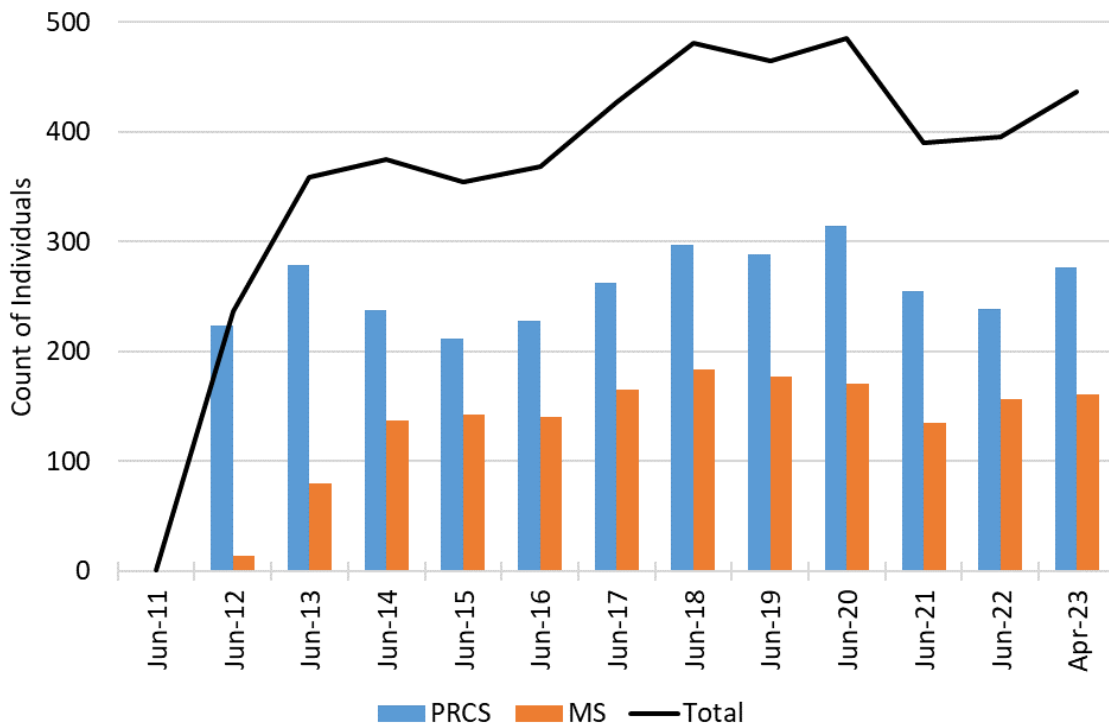


Figure 2: Sonoma County Realigned Community Supervision Population

Revenue and Service Levels

Revenue: Community corrections partnerships are funded entirely by state sales taxes. To ensure funding for the critical public safety programs that CCPs provide, voters approved an amendment to California’s Constitution in 2012 (Proposition 30) guaranteeing that a portion of tax revenues will be set aside for such programs¹.

According to state formula, each year, CCPs receive a base amount equal to a percentage of the previous year’s base plus the previous year’s “growth.” Growth occurs when tax receipts exceed the minimum necessary to satisfy base. For example, as of May 2023, the estimated statewide FY 23-24 base is \$1,957,712,700, which equals the FY 22-23 base (\$1,893,212,700) plus the estimated FY 22-23 growth² (\$64,500,000).

CCPs have received their base plus additional growth funds every year since the inception of realignment in 2011, except in FY 19-20, a result of the pandemic-driven economic downturn squeezing FY 19-20 sales tax receipts. FY 21-22 turned out to be a strong year for sales taxes,

¹ A 1.0625% state sales tax funds community corrections partnerships, as well as other public safety and health services programs.

² Counties receive a fixed percentage of base revenue available each year (0.88% in Sonoma County’s case) and receive growth revenue per a performance-based formula that generally rewards not sending probationers to state prisons.

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leading to record-high statewide growth funding of \$300,258,045 received in FY 22-23. Sonoma County's CCP received a modest 0.82% of this growth, or \$2,473,154³ in FY 22-23.

Following the Governor's revised budget release in May 2023, estimated FY 23-24 state growth funding increased from \$20,093,000 to \$64,500,000, which still represents a substantial decrease of 79% from the prior fiscal year. Sonoma County's resulting total projected FY 23-24 revenues will be \$18.6 million, down 7% from \$19.9 million in FY 22-23.

Service Levels: Responding to a growing fund balance, as well as unmet criminal justice system needs, the CCP approved a robust level of programming in FY 22-23. All FY 22-23 programs will continue in FY 23-24. Beyond maintaining existing programs, the CCP substantially increased funding in several areas following adoption of the FY 22-23 budget. New or expanded services in FY 23-24 will address substance use disorders, behavioral health, and post-conviction relief services. All new programs are discussed in detail below.

New or Expanded Programs

Sheriff's Office Substance Use Disorder Services: In partnership with the Department of Health Services, the Sheriff's Office previously operated a Starting Point substance use program since the beginning of 2011 public safety realignment through FY 19-20. The program terminated in FY 20-21 in response to fiscal constraints, as well as difficulty staffing the necessary clinician positions. In February 2022, the Sheriff's Office requested restoration of programming, and the CCP approved funding for the remainder of FY 22-23. Programming will continue for all of FY 23-24 with a budget of \$601,843.

Outpatient Substance Use Disorder Services at Day Reporting Center (DRC) Expansion: Substance Use Disorder (SUD) treatment services had previously been administered by California Human Development before dissolution of the SUD program in June of 2022. Since then, the Probation department has collaborated with Department of Health Services Behavioral Health Division to restore these services for DRC participants and individuals needing outpatient treatment who are referred by Probation including those who are currently enrolled in DUI Court and Drug Court, and those on probation who are identified through assessment. Services include initial screening to determine eligibility; assessment to determine level of care; individual and group counseling; case management to identify issues, triggers, and barriers to recovery as well as addressing these barriers; evaluation and support of referral needs including housing, long-term mental health services, vocational training, and support; and after-care services to support long-term recovery. In October 2022, CCP approved funding for the remainder of FY 22-23, and budgeted \$462,538 for all of FY 23-24.

³ This amount was reduced to \$2,225,839 after transferring \$247,315 to a Local Innovation Subaccount. Per state statute, counties must transfer 10% of growth to a Local Innovation Subaccount, which the Board of Supervisors may use to fund any activity that is otherwise allowable for any of the underlying accounts that fund the innovation subaccount.

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District Attorney's Office Post-Conviction Relief Attorney: This position provides support to the District Attorney's office to review and litigate complex cases resulting from post-conviction relief legislation. A thorough review is necessary in cases where a convicted person seeks resentencing, as the outcome may result in dismissal of criminal charges, release of those with violent criminal histories into the community, and may impact victims and their families. Collaborative work with advocates will ensure that victims' Marsy rights are upheld. In August 2022, the CCP approved full-year funding for FY 23-24 of \$341,906.

Public Defender's Office Social Worker: This position will assess clients' needs and help connect them with services that may qualify as alternatives to incarceration. Working collaboratively with local justice partners and community-based organizations, the social worker will assist clients in establishing transitional housing and connecting them to mental health and substance use treatments and other social services.

The Public Defender's Office previously had a social worker position funded by the California Board of State Community Corrections. This funding ended on May 31, 2023. In August 2022, the CCP approved \$12,252 of funding for one month in FY 22-23 following the end of the state funding period and budgeted \$175,485 for all of FY 23-24.

Public Defender's Office Post-Conviction Relief Attorney: This position provides clients with post-conviction relief including expungements, record sealing, termination and re-tiering of registration requirements, resentencing clients with specific sentence enhancements, and various requests for relief for people incarcerated in state prison. These services help clients restore their lives by removing barriers to housing and employment.

The Public Defender's office previously had a Post-Conviction Relief Attorney funded by the California Board of State Community Corrections. This funding ended on May 31, 2023. In August 2022, the CCP approved \$25,023 of funding for one month in FY 22-23 following the end of the state funding period and budgeted \$187,547 for all of FY 23-24.

Continuing Programs

The CCP continues to fund a balance of public safety and rehabilitation programs, summarized below, to ensure that higher-risk individuals—both convicted individuals and those awaiting trial—remain incarcerated while others may live in the community with appropriate levels of supervision and the supportive services necessary to become productive, contributing citizens.

Custody: The Sheriff's Office provides detention facilities and staffing for individuals incarcerated in Sonoma County. Services include routine and catastrophic health care, crisis intervention, food, clothing, and bedding.

In-Custody Programming: Programs such as job and life skills, parenting classes, anger management, academic education, and cognitive behavioral skills can help individuals succeed once in the community and avoid behaviors that may lead to re-incarceration.

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Day Reporting Center: Serving as Sonoma County’s hub of evidence-based programming for individuals with felony convictions, the DRC serves adults reentering the community from jail or prison. The Probation Department collaborates with the Sheriff’s Office, the Department of Health Services, and the Human Services Department to provide seamless reentry services that begin in custody, continue through supervision, and transition individuals to ongoing community-based support when supervision ends. Services include life and vocational skills, mental health and substance use treatment, eligibility services, and cognitive behavioral intervention. Major criminal justice research institutions, such as the Center for Effective Public Policy and the School of Criminal Justice at the University of Cincinnati, have shown that these programs improve public safety and reduce recidivism.

Jail-to-DRC transition: Most realigned inmates transition to the DRC upon release, with the Sheriff’s Office and Probation Department staff coordinating release dates and identifying individuals’ needs to facilitate safe and smooth transitions. Where appropriate, DRC staff works with inmates before their release to provide a head start in the program.

Housing: A transitional housing provider operates 26 beds in three sober living residences where individuals may stay for up to 90 days, with extensions granted as necessary. During this time, the provider facilitates transition to permanent housing, provides counseling, and connects residents with needed behavioral health and substance use services.

Behavioral Health and Substance Use Disorder Services: Approximately \$2.7 million of the FY 23-24 budget supports behavioral health and substance use services for individuals in custody and in the community, providing a continuum of treatment as individuals transition from jail to the DRC and beyond. Approximately half of DRC participants and half of jail inmates have mental illness.

Eligibility Worker and Employment Services: The Human Services Department connects individuals with financial and medical benefits and offers job readiness training and placement.

Program Evaluation: The CCP, supplemented by additional funding from the Probation Department, retains external researchers to determine the effectiveness and efficiency of its programs and the alignment of program implementation with evidence-based practices. Recent studies include *Probation Supervision Process Evaluation*, *Reentry Assessment*, and *Research and Planning to Address Program Barriers*, all conducted by consulting firm Resource Development Associates.

Pretrial Services

The CCP has funded a portion of pretrial services since program inception in 2013. By using an objective risk-based assessment to determine whether defendants should be released from custody, these services play a vital role in protecting public safety. Learn about the assessment tool at <https://advancingpretrial.org/>. Additionally, by allowing lower-risk defendants to remain in the community, pretrial services reduce unnecessary incarceration and overall costs to Sonoma County by providing less expensive and more rehabilitative community monitoring alternatives. Individuals granted pretrial release are monitored by probation officers who provide programming and enforce law-abiding behavior and appearances for court hearings.

Results of Pretrial Services: The Superior Court began using pretrial services in January 2015, and the program grew over the years as judges increasingly embraced this risk-based approach. Beginning in March of 2020, at the start of the COVID-19 pandemic, the number of individuals released on pretrial supervision increased, and they remained on pretrial monitoring for longer periods to manage the jail population by reducing the number of people held in jail while awaiting trial. Since 2020, the number of individuals being monitored during pretrial has remained relatively stable, ranging from 585 to 622 when annually comparing populations in June (Figure 3). However, the pretrial population fluctuated monthly in FY 22-23 with a high of 690 and a low of 573.

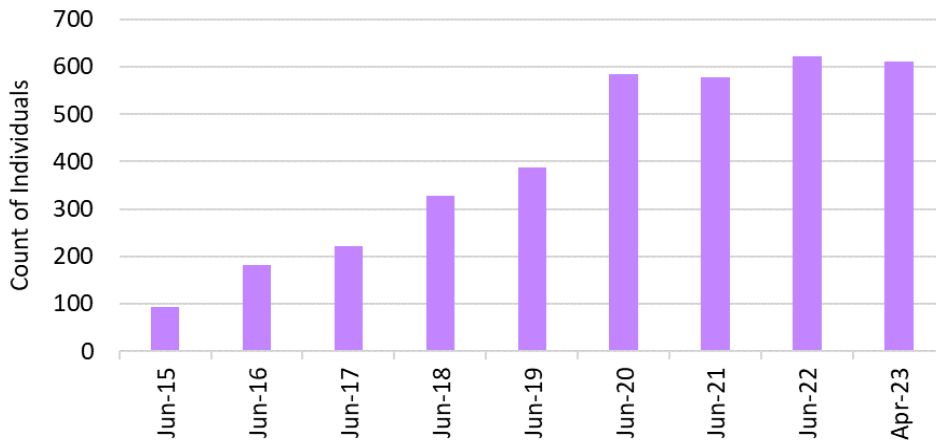


Figure 3: Individuals on Pretrial Release on June 30 of Each Year (April 1 of 2023)

Pretrial Services Assessments

Pretrial Services use objective, evidence-based assessments to evaluate whether defendants should be released to the community while awaiting trial.

Assessments consider:

1. The risks defendants would pose to public safety, and
2. The chances that defendants would not appear at court hearings.

Benefits of Pretrial Services

- Increased public safety
- Reduced incarceration rates
- Equitable treatment of defendants basing their liberty on objectively defined risks, versus the bail system, which bases liberty on the ability to post bail funds

Zero-Dollar Bail

Although the Judicial Council stopped requiring zero-dollar bail on June 20, 2020, the policy continues in Sonoma County as of April 2023. If this policy ends, more people will likely be assessed, and possibly released, to pretrial services.

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Table 1 shows pretrial outcome data since July 1, 2020, when Sonoma County expanded and improved services under a pretrial pilot grant from Judicial Council of California.

Pretrial Outcome	Number of Exits*	Percentage of Total Releases
No Failures to Appear	3,183	74%
No New Booking into Custody	3,589	84%

* Between 7/1/20 and 3/31/23, there were 4,275 pretrial program terminations, or exits. The two pretrial outcomes are not mutually exclusive; most exiting individuals were counted in both outcomes.

Table 1: Pretrial Outcomes

Of the 686 arrests with a booking for new charges since July 2020, 63% were misdemeanor charges, and 37% were felony charges. Among those arrested and booked into custody on new charges, 85% were for non-violent charges, with 15% for violent charges. Of the 4,275 individuals whose pretrial grant ended since launching the pretrial pilot, about 6% ended due to a new felony arrest. Sonoma County continuously evaluates program performance and publishes annual reports at <https://sonomacounty.ca.gov/justice-services/probation>.

Behavior Response System

In September 2022, the Probation Department implemented a decision-making tool for probation officers to respond to violations and positive behaviors of supervised individuals. The Behavior Response System enhances public safety by holding supervised individuals accountable by responding to behaviors with swiftness, certainty, and consistency. It balances sanctions for violations with positive reinforcement of prosocial behaviors, as both responses are necessary to reduce problem behavior and advance positive behavior. The tool provides graduated sanctions and incentives, including intermediate options, such as flash incarceration, for low-severity violations.

As of May 19, 2023, probation officers have used the tool to address 3,481 behaviors of supervised individuals. Of the behaviors addressed, 2,430 or 70% have been prosocial behaviors. Positive responses were administered in 54% of cases, with verbal praise being the most frequently used incentive. Timely reporting to the probation officer was the most recognized positive behavior, with 706 incidents of individuals reporting as directed. Of the 1,051 violations addressed, sanctions were administered in 46% of cases. The most frequently issued sanction was court appearances followed by short-term jail periods, with 239 and 198 incidences, respectively. The most sanctioned violation was substance use or not appearing for chemical testing, occurring 328 times.

Warrant Reengagement Team

The CCP currently funds a 12-member AB 109 Supervision Unit. At the January 31, 2022, CCP meeting, the Probation Department shared a memo to alert the CCP to the unit's challenges in managing realigned individuals. To implement changes in its approach to the apprehension and

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reengagement of approximately 1,500 probationers on warrant status, the Probation Department proposed, and the CCP approved, shifting two probation officers to dedicated warrant reengagement positions.

In September of 2022, the Probation Department initiated the first warrant reengagement officer position and created a “due diligence” protocol, which requires supervision officers to retain individuals on their caseloads and make attempts to contact and reengage them for the first 90 days after issuance of a warrant. As of June 30, 2023, 282 warrants have been cleared. 205 were cleared by arrest, 3 by self-surrender, and 26 by individuals scheduling themselves for a court appearance. The 48 remaining warrants were cleared by other means, including death or individuals sent to prison on a new charge. The warrant reengagement officer was responsible for 98 (48%) of the apprehensions, either directly or indirectly with the assistance of law enforcement. The second warrant reengagement officer position is expected to be filled by December 2023.

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BUDGET AND PROGRAM OVERVIEW

FY 23-24 Realignment Budget and Projection

In FY 23-24, the CCP will receive a projected \$18,569,815 of revenue from the state, as follows:

1. CCP base funding of \$17,204,417,
2. District Attorney/Public Defender base funding of \$757,507,
3. Growth funding of \$457,891 (CCP and District Attorney/Public Defender combined after a 10% transfer to the Local Innovation Subaccount), and
4. Corrections planning funding of \$150,000⁴.

Additionally, the CCP will carry over a projected \$16,603,278 in unspent prior year realignment funds. Compared to projected revenue, the CCP budgeted \$19,718,617 of expenditures, which if fully expended, would decrease the FY 23-24 year end fund balance to \$15,454,476.

Figure 4 summarizes projected revenues, expenditures, and fund balances through FY 24-25 for the CCP and District Attorney/Public Defender funds combined. The projection assumes the approved mix of programming for FY 23-24 continues through FY 24-25, along with the following additional assumptions, all consistent with the Governor's revised budget released on May 12, 2023:

- The CCP receives \$457,891 of growth funding in FY 23-24 (attributable to FY 22-23) and \$53,243 of growth funding in FY 24-25 (both figures combine net CCP and District Attorney/Public Defender growth after the 10% Local Innovation Subaccount transfer),
- FY 24-25 base funding equals \$17,270,327 for the CCP and \$762,182 for the combined District Attorney/Public Defender fund, and
- The CCP continues receiving \$150,000 of planning funding each year.

⁴ In each year since 2011 realignment began, the Budget Act has appropriated this funding for CCPs that meet reporting requirements. Through FY 20-21, the only reporting requirement was submitting an annual survey to the Board of State and Community Corrections. As of FY 21-22, the Budget Act also requires submitting an updated CCP Plan (this document). Funding ranges from \$100,000 to \$200,000 and is population-based. Counties with populations between 200,001 and 749,999, such as Sonoma County, receive \$150,000.

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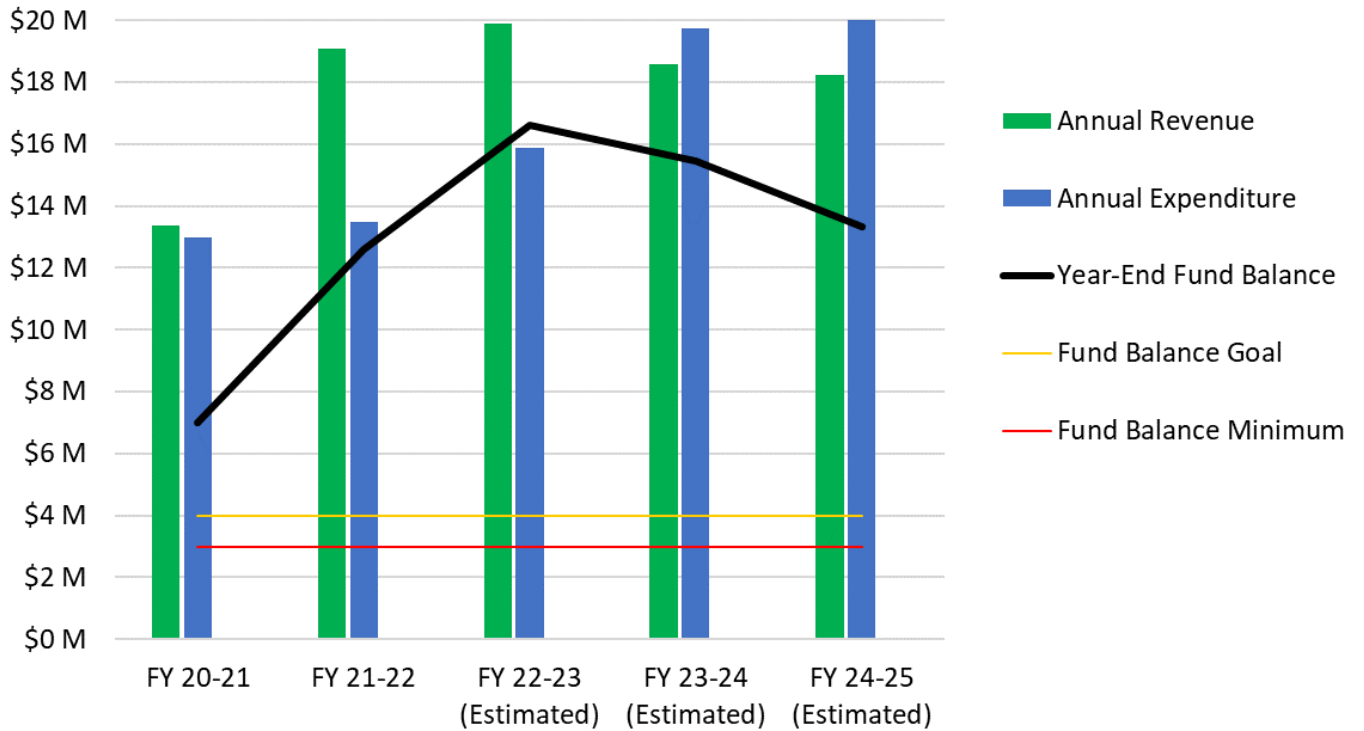


Figure 4: Sonoma County CCP and DA/PD Revenue and Expenditure (as of May 2023)

Budget Changes between FY 22-23 and FY 23-24

Compared to FY 22-23, the overall FY 23-24 budget increased by 11% from \$17,764,023 to \$19,718,617. Net cost for continuing programs rose by \$1,954,594 or 11%. Expanded or added programs were discussed above under “New or Expanded Programs.” There were no reduced or eliminated programs from FY 22-23 to FY 23-24. Table 2 summarizes the year-over-year budget changes.

(a)	(b)	(c)	(d)	(e) = (a) + (b) + (c) + (d)
FY 22-23 CCP Approved, including mid- year additions	FY 23-24 Reduced or Eliminated Programs	FY 23-24 Expanded or Added Programs	FY 23-24 Net Changes for Continuing Programs	FY 23-24 CCP Approved
17,764,023	\$0	\$0 ⁵	\$1,954,594	\$19,718,617

Table 2: Summary of Funding Changes from FY 22-23 to FY 23-24

⁵ This value is zero because all program expansions and additions occurred in FY 22-23 following adoption of that year’s budget and are included in column (a). The originally approved FY 22-23 budget was \$17,075,696.

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Program Overview

Figure 5 summarizes the CCP’s FY 23-24 budget itemized by eight major categories. Brief descriptions of each major category appear below Figure 5, while the next section, “Program Descriptions and Budgets,” provides program details.

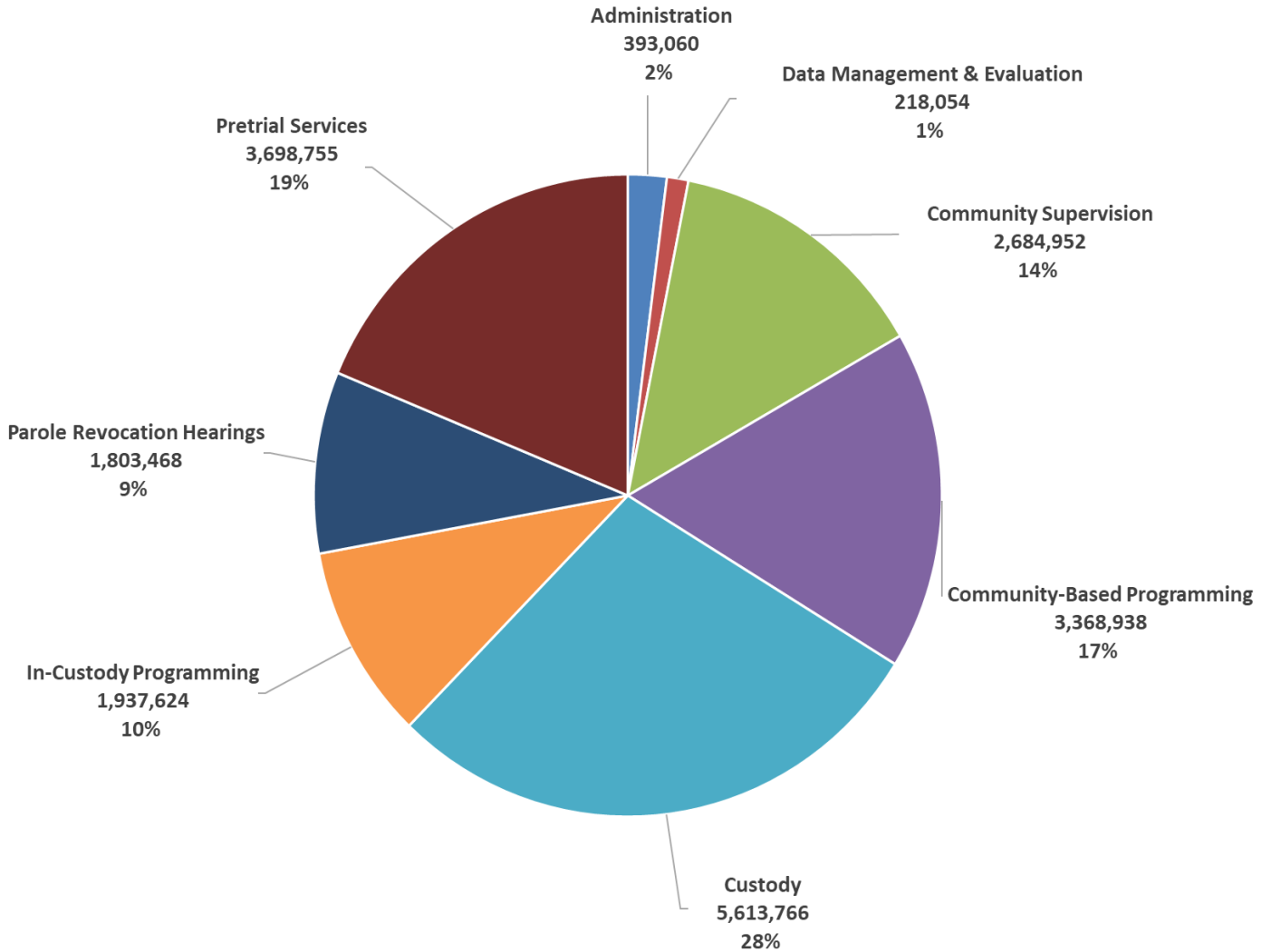


Figure 5: FY 23-24 CCP Budget by Major Program. Total Budget = \$19,718,617.

- 1) Administration - \$393,060 (2% of total budget).** 2.0 fulltime equivalent Sonoma County personnel (FTE). Provides administrative, budgetary, legal, and analytical support to the CCP.
- 2) Data Management & Evaluation - \$218,054 (1% of total budget).** 0.5 FTE. Services to capture, analyze, and report data about realigned individuals.
- 3) Community Supervision - \$2,684,952 (14% of total budget).** 12.0 FTE. Supervision of realigned individuals.

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- 4) Community-Based Programming - \$3,368,938 (17% of total budget).** 14.75 FTE. Programs that support realigned individuals on community supervision, such as the Day Reporting Center, transitional housing, mental health and substance use disorder treatment, employment training, and educational assistance.
- 5) Custody - \$5,613,766 (28% of total budget).** 18.0 FTE. Jail unit housing for realigned inmates.
- 6) In-Custody Programming - \$1,937,624 (10% of total budget).** 1.0 FTE. Rehabilitative programming for realigned inmates.
- 7) Parole Revocation Hearings - \$1,803,468 (9% of total budget).** 9.5 FTE. District Attorney and Public Defender staff to handle the additional workload created by transferring parole revocation hearings from the State Board of Parole Hearings to local courts. Funding comes first from the District Attorney/Public Defender dedicated apportionments account, with the CCP funding the remaining portion, if any, up to the approved budget amount.
- 8) Pretrial Services - \$3,698,755 (19% of total budget).** 11.5 FTE. Provides risk assessments for individuals booked into jail and community-based monitoring of defendants awaiting trial.

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PROGRAM DESCRIPTIONS AND BUDGETS

This section details the programs and services that compose the CCP's FY 23-24 budget. Appendices B and C provide line-item views of the budget by department and by major program.

Administration

The Administration major program area includes administrative, budgetary, and analytical support to the CCP. Table 3 summarizes the Administration budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Sheriff	Department Analyst	1.00	165,670
Probation	Department Analyst	1.00	217,389
County Counsel	Legal Support	-	10,000
Administration Total		2.00	393,060

Table 3: Administration Budget

Sheriff Department Analyst

Program Overview: The Sheriff's Office department analyst performs fiscal and contract management, reporting activities, and analysis of CCP-funded inmate programs.

FY 23-24 Budget: \$165,670 for 1.0 FTE Department Analyst and associated services and supplies.

Probation Department Analyst

Program Overview: The Probation Department analyst prepares budget documents, coordinates budget development, and enforces CCP expenditure directives; tracks, forecasts, and presents CCP budget performance; drafts and administers requests for proposals, contracts, and Board items for CCP-approved programs; and produces budget and population data reports, including this CCP Plan and the Board of State and Community Corrections' annual CCP Survey. This position also pursues and administers other funding sources, such as transitional housing, to leverage CCP investments.

FY 23-24 Budget: \$217,389 for 1.0 FTE Department Analyst and associated services and supplies.

Legal Support

Program Overview: County Counsel provides legal services to the CCP on realignment issues, such as reviewing vendor contracts and helping to interpret and apply realignment statutes.

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FY 23-24 Budget: \$10,000 for County Counsel legal support.

Data Management & Evaluation

The Data Management major program area includes services to capture, analyze, and report data about realigned individuals. Table 4 summarizes the Data Management & Evaluation budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Probation	Business Systems Analyst	0.50	81,054
Probation	Evaluation Consultant	0.00	112,000
ISD	Programming Support	-	25,000
Data Management & Evaluation Total		0.50	218,054

Table 4: Data Management Budget

Business Systems Analyst

Program Overview: The business systems analyst identifies and implements information technology solutions needed to support the CCP's evidence-based practices initiatives, increases efficiency of case management practices, and creates data analyses and reports. This position also determines specifications for information technology solutions; evaluates business processes related to adaptation of technology; recommends software applications; and conducts end-user testing of systems.

FY 23-24 Budget: \$81,054 for 0.5 FTE Business Systems Analyst support.

Evaluation Consultant

Program Overview: A contracted consultant evaluates CCP-funded programs, focusing on how effectively these programs achieve their outcomes, how well they are implemented, and how cost-effective they are.

FY 23-24 Budget: \$112,000 for a portion of contract costs. The Probation Department will cover additional costs to evaluate CCP-funded programs.

Programming Support

Program Overview: As needed, the Information Systems Department performs programming for the Integrated Justice System related to capturing, measuring, and reporting information on realigned populations.

FY 23-24 Budget: \$25,000 for programming time.

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Community Supervision

The Community Supervision major program area includes programs and services to supervise out-of-custody realigned individuals. Table 5 summarizes the Community Supervision budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Probation	AB 109 Supervision Unit	12.00	2,682,952
Probation	Stabilization Fund	-	2,000
Community Supervision Total		12.00	2,684,952

Table 5: Community Supervision Budget

AB 109 Supervision Unit

Program Overview: The Probation Department supervises the post-release community supervision and mandatory supervision populations, endeavoring to maintain an officer-to-supervisee caseload ratio of 1:35. Probation officer duties include conducting risks and needs assessments, developing and overseeing case plans corresponding to assessment results, and supervising individuals in the community using “Effective Practices in Community Supervision,” a model developed by the University of Cincinnati Corrections Institute to guide probation officers in applying interventions effectively. Probation officers also conduct home visits, compliance checks and searches, and initiate flash incarcerations⁶ as necessary for individuals who violate the terms of their supervision.

FY 23-24 Budget: \$2,682,952 for 2.0 FTE Probation Officer IV (supervisors), 9.0 FTE Probation Officer III, and 1.0 FTE Legal Processor. The budget includes training, vehicles, communications, office supplies, and related administrative expenses.

Stabilization Fund

Program Overview: This fund helps realigned individuals purchase stabilizing items, such as identification cards, birth certificates, and medications.

FY 23-24 Budget: \$2,000 petty cash fund.

Community-Based Programming

Community-Based Programming includes evidence-based programs and services that support realigned individuals on community supervision, such as substance use disorder treatment, employment training, and educational assistance. This category also includes detention

⁶ Flash incarceration allows probation departments to impose up to 10 days of incarceration for supervision violations without a court hearing. Flash incarceration benefits rehabilitation by allowing swift sanctions for violations. Sonoma County uses a response matrix to objectively determine whether to impose flash incarceration, and if so, for how long.

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alternatives that can reduce incarceration time. Table 6 summarizes the Community-Based Programming budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Sheriff	Electronic Monitoring Contract	-	87,913
Probation	Day Reporting Center	8.00	1,201,590
Probation	Electronic Monitoring Contract	-	132,000
Probation	Transitional Housing	-	329,868
Health Services	Community Mental Health Services	1.50	312,704
Health Services	Outpatient SUD at DRC	-	73,482
Health Services	Outpatient SUD at DRC Expansion	2.25	462,538
Health Services	SUD Contract Services	-	191,913
Health Services	Behavioral Health Clinician	1.00	251,174
Human Services	Employment & Eligibility Services	2.00	310,755
Human Services	General Assistance Subsidy	-	15,000
Community-Based Programming Total		14.75	3,368,938

Table 6: Out-of-Custody Programming and Detention Alternatives Budget

Sheriff's Office Electronic Monitoring Contract

Program Overview: This program offers lower-risk inmates an opportunity to serve court-ordered sentences out of custody, allowing them to remain productive members of society while protecting public safety. Potential participants must complete a background investigation and evaluation. A contracted provider performs electronic monitoring services and ensures that participants follow program requirements. Historically, participants have paid the provider for these services. However, Assembly Bill 1869 repealed the authority to collect many criminal justice fees, including electronic monitoring fees, as of July 1, 2021. To partially backfill lost revenue to counties, the State appropriated \$65 million annually from FY 21-22 through FY 25-26. In Sonoma County, the County Administrator's Office allocated this funding among the departments whose revenue was affected by AB 1869. To continue this program in compliance with the new legislation, the CCP agreed to cover budgeted costs for FY 23-24.

FY 23-24 Budget: \$87,913 for contracted electronic monitoring services.

Day Reporting Center

Program Overview: The DRC provides a detention alternative for those who meet the program criteria and serves as Sonoma County's central point of evidence-based programming for realigned and felony probationers. Services are designed to promote behavior change that ultimately leads to reduced recidivism. Run by Probation Department staff in collaboration with co-located service providers, services include cognitive behavioral programming, substance use outpatient treatment, life skills, employment and education services, and eligibility services for public benefits.

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FY 23-24 Budget: CCP funding covers \$1,201,590, or 67% of the total DRC budget of \$1,806,389 for salaries, benefits, services, and supplies. The Probation Department covers the remaining costs. Total DRC budget includes 1.0 FTE Probation Officer IV (supervisor), 2.0 FTE Probation Officer III, 4.0 Probation Officer II, 1.0 FTE Administrative Aide, and 3.0 FTE Probation Assistant, as well as facility rent, utilities, computers, maintenance, participant meals, chemical tests, and other supplies. Beginning in FY 19-20, the Probation Department began funding a larger portion of expenses, reflecting that many DRC participants are on formal probation and not part of the realigned population. In calendar year 2022, realigned individuals represented 25% of 201 individuals served.

Probation Department Electronic Monitoring Contract

Program Overview: A contractor provides location tracking and alcohol detection devices that allow probation officers to monitor compliance with supervision requirements and respond to potential violations.

FY 23-24 Budget: \$132,000 for contracted electronic monitoring services.

Transitional Housing

Program Overview: A contractor provides 26 beds and case management to individuals who would otherwise be homeless or living marginally in the community and who are at increased risk to recidivate without housing support. In addition to providing a sober living environment, transitional housing providers also assist individuals in transitioning to permanent housing, and provide other supportive services to help individuals stabilize their lives, such as case management, counseling, employment preparation, and referrals to substance abuse recovery and benefits assistance programs. The over-arching goal of the program is to reduce recidivism and enhance public safety.

FY 23-24 Budget: \$329,868 for contracted transitional housing services.

Community Mental Health Services

Program Overview: Department of Health Services behavioral health employees are embedded at the Probation Department's Adult Division office to provide mental health, substance use disorder, and housing stability screenings, residential placements, counseling, and crisis intervention services to realigned individuals. A behavioral health clinician conducts assessments for individuals referred by the Probation Department and refers them to appropriate services. A social service worker assesses individuals who need mental health services to determine their eligibility for benefits such as Medi-Cal, County Medical Services Program, Social Security Insurance, CalFresh, and general assistance. Embedding these employees creates system efficiencies, improves inter-departmental communication, and enhances access to services.

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FY 23-24 Budget: \$312,704 for 1.0 FTE Behavioral Health Clinician and a 0.5 FTE Social Service Worker II.

Outpatient Substance Use Disorder Contract Services at DRC

Program Overview: Provides contracted individual and group substance use disorder treatment at the DRC.

FY 23-24 Budget: \$536,020 for contracted substance use disorder treatment.

Substance Use Disorder Contract Services

Program Overview: The Department of Health Services contracts with local providers for residential, outpatient, and narcotic treatment services for substance-abusing realigned individuals. The funding provides access to a continuum of care that includes residential and outpatient services. The program assesses and refers individuals to substance use disorder providers.

FY 23-24 Budget: \$191,913 for contracted substance use disorder treatment.

Behavioral Health Clinician

Program Overview: A behavioral health clinician provides mental health screenings, intake assessments, risk assessments, court reports, and coordination to the appropriate level of care for individuals referred by the criminal justice system.

FY 23-24 Budget: \$251,174 for 1.0 FTE Behavioral Health Clinician.

Employment and Eligibility Services

Program Overview: A Human Services Department eligibility worker determines participant eligibility for the Medi-Cal, CalFresh, and General Assistance programs and provides referrals. A Workforce Innovation and Opportunity Act program coordinator provides one-on-one support with job search and job readiness. Services include help with creating resumes and preparing for job interviews. Additionally, a Job Link coordinator provides job leads and assistance with completing applications. Once participants are employed, the coordinator provides follow-up service to help them retain employment. The coordinator also helps participants obtain funding for training and other job-related support services.

FY 23-24 Budget: \$310,755 for 1.0 FTE Eligibility Worker and 1.0 FTE Coordinator.

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General Assistance Subsidy

Program Overview: The Human Services Department provides general assistance benefits to qualifying realigned individuals during their term of community supervision.

FY 23-24 Budget: \$15,000 for direct assistance.

Custody

The Custody major program area includes programs needed to house realigned inmates in jail. Table 7 summarizes the Custody budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Sheriff	Correctional Deputies	12.00	2,648,713
Sheriff	Senior Detention Specialist	1.00	173,350
Sheriff	Detention Specialist	2.00	336,246
Sheriff	Detention Assistant	1.00	164,678
Sheriff	Cook	1.00	136,654
Sheriff	Transportation Deputy	1.00	267,715
Sheriff	Services and Supplies	-	364,097
Sheriff	Inmate Medical and Dental Services	-	1,339,319
Sheriff	Vandalism	-	28,098
Sheriff	Catastrophic/HIV meds/Extra Nursing	-	54,896
Sheriff	Jail Unit 2	-	100,000
Custody Total		18.00	5,613,766

Table 7: Custody Budget

Custody Personnel

Program Overview: The Sheriff's Office Main Adult Detention Facility supervises those sentenced to jail under public safety realignment along with individuals on post-release community supervision or parole who violate the terms of their supervision. The CCP funds the portion of the facility's personnel costs listed in Table 8.

FY 23-24 Budget: \$3,727,356 for 18.0 FTE Custody personnel.

Additional Custody Services

Services and Supplies: Funds janitorial service and inmate supplies such as clothing, laundry, meals, household needs, and medications.

Inmate Medical and Dental Services: Provides on-site medical and dental care.

Vandalism: Offsets costs for repairing damage to jail facilities caused by realigned inmates.

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Catastrophic/HIV meds/Extra Nursing: Pays for inmate hospitalization and other medical costs not covered by other sources.

FY 23-24 Budget: \$1,786,410 for additional custody services.

Jail Unit 2

Program Overview: This funding is used only if the Main Adult Detention Facility population exceeds capacity, requiring an additional unit at the North County Detention Facility. If this unit is not opened, funding will revert to the CCP.

FY 23-24 Budget: \$100,000.

In-Custody Programming

The In-Custody Programming major program area includes programs and services to rehabilitate jail inmates. Table 8 summarizes the In-Custody Programming budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Sheriff	Jail Programs	-	142,564
Sheriff	Mental Health	-	841,018
Sheriff	SERT Training and Equipment		50,784
Sheriff	Substance Use Disorder Services		601,843
Sheriff	Program Sergeant	1.00	301,415
In-Custody Programming Total		1.00	1,937,624

Table 8: In-Custody Programming Budget

Jail Programs

Program Overview: Through service contracts, the Sheriff's Office delivers in-custody programs designed to reduce recidivism. Services include job and life skills, parenting classes, anger management, adult academic education, and cognitive behavioral skills therapy.

FY 23-24 Budget: \$142,564 for jail programs contracts.

Mental Health

Program Overview: Through a service contract, the Sheriff's Office provides mental health services for realigned inmates. In addition to providing essential mental health care, mental health staff may assess inmates who appear to need behavioral health services. Assessed inmates may subsequently be referred for medication evaluations. Inmates found to have alcohol and other drug concerns or mental health needs are referred to follow-up services.

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Upon release from custody, inmates who require follow-up services are referred to the embedded Probation Department team or to a treatment provider.

FY 23-24 Budget: \$841,018 for medications, supplies, and contracts for mental health and reentry services.

Specialized Emergency Response Team Training and Equipment

Program Overview: The Sonoma County Sheriff's Specialized Emergency Response Team (SERT) is responsible for high-risk emergency response within the jail facilities, which includes incidents involving armed inmates, cell extractions, major inmate disturbances, high-security searches, escape attempts, riots, and hostage incidents. The team trains monthly on emergency response techniques and tactics, including use of specialized equipment, to resolve jail emergencies and maintain the safety and security of the facility, staff, inmates, and the public.

Since FY 18-19, SERT costs have been embedded within the Sheriff's Office general costs of operating custodial services. Beginning in FY 22-23, the CCP has begun highlighting SERT as a separate program to improve budget transparency going forward.

FY 23-24 Budget: \$50,784 for training, equipment, and premium pay for two SERT members.

Substance Use Disorder Services

Program Overview: Drug and alcohol abuse is common among Sonoma County's incarcerated population. Without proper treatment, such individuals represent an increased danger to themselves and others, as inmates with addictions are disproportionately re-arrested for crimes directly or indirectly related to drug and alcohol abuse. This program will provide contracted substance use services.

FY 23-24 Budget: \$601,843 for substance use disorder contracted services.

Program Sergeant

Program Overview: The inmate program sergeant manages inmate programs, including anger management, general education, English as a second language, job and life skills, adult literacy, moral reconnection therapy, parenting, legal research, support for inmates' families, and drug and alcohol rehabilitation. The sergeant collaborates with local non-profit and faith-based organizations to leverage volunteer support, supplemented by contractual agreements with many of the same organizations.

FY 23-24 Budget: \$301,415 for 1.0 FTE Correctional Sergeant.

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Parole Revocation Hearings

Since AB 109, the Board of Parole Hearings has continued to conduct certain types of hearings, such as parole consideration for those serving life sentences, medical parole hearings, mental health-related cases, and sexually violent predator cases. However, most parole revocation hearings are now handled at the county level. The Parole Revocation Hearings major program area includes programs and services needed to address this workload. Table 9 summarizes the Parole Revocation Hearings budget, and the following subsections describe each program. The state allocates a separate realignment funding source for parole revocation hearings split evenly between the District Attorney and Public Defender. Programming is funded first from this dedicated source, with the CCP covering the difference, if any, between each department's total available parole revocation hearings funding (current year funding plus prior year carryover) and the CCP's approved budget.

Department	Program Description	County FTE	FY 23-24 Budget
District Attorney	Case Prosecution	1.00	308,692
District Attorney	Legal Processor	1.00	140,402
District Attorney	Victim Advocate	1.00	136,855
District Attorney	Post-Conviction Relief Attorney	1.00	341,906
Public Defender	Attorney	1.00	235,328
Public Defender	Investigator	0.50	79,693
Public Defender	Legal Secretary	1.00	126,099
Public Defender	Interpreter/Translator II	1.00	71,461
Public Defender	Social Worker	1.00	175,485
Public Defender	Post-Conviction Relief Attorney	1.00	187,547
Parole Revocation Hearings Total		9.50	1,803,468

Table 9: Parole Revocation Hearings Budget

District Attorney Case Prosecution

Program Overview: A deputy district attorney handles the prosecution of parole and post-release community supervision cases that are referred to the District Attorney's office. This position collects and evaluates law enforcement crime reports, including parole revocation reports; conducts legal research while initiating supplemental investigation when necessary; determines eligibility and criminal charging if warranted; files criminal complaints; conducts parole hearings; and prepares for and appears at all phases of criminal motions, hearings, and trials.

FY 23-24 Budget: \$308,692 for 1.0 FTE Deputy District Attorney IV and associated services and supplies.

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District Attorney Legal Processor

Program Overview: A legal processor handles the administration of parole and post-release community supervision cases that are referred to the District Attorney's office. The processor prepares, files, processes, and calendars a variety of complex legal documents, including complaints, subpoenas, discovery, motions, and court orders.

FY 23-24 Budget: \$140,402 for 1.0 FTE Legal Processor II and associated services and supplies.

District Attorney Victim Advocate

Program Overview: This position supports victims of domestic violence, sexual assault, and other crimes throughout the adjudication process, ensuring their voices are heard, and connects them to services, such as assisting with Victim Compensation Board applications; helping them file civil and criminal restraining orders; establishing safe shelter; and helping them understand Marsy's Law protections.

FY 23-24 Budget: \$136,855 for 1.0 FTE Victim Advocate.

District Attorney Post-Conviction Relief Attorney:

Program Overview: This position is a Deputy District Attorney IV who conducts review of cases impacted by changes in post-conviction relief legislation. The attorney is involved in research, evaluation, and litigation of specific types of cases where a convicted person may be eligible for a resentencing hearing or dismissal of charges. Such changes impact cases involving lifetime registration requirements for sex offense convictions, charges related to gang involvement, and retroactive application of the law to prior drug conviction and prior prison enhancements. Additionally, this position will assist on criminal appeals by AB 109 realigned individuals.

FY 23-24 Budget: \$341,906 for 1.0 FTE Post-Conviction Relief Attorney.

Public Defender Attorney

Program Overview: The parole revocation attorney represents individuals facing parole revocations. This position reviews revocation petitions, reports, and criminal histories of parolees upon receipt of the petition and discovery; conducts in-depth interviews with clients in jail; creates an investigation plan and legal research when appropriate; discusses cases with parole officers; seeks counseling alternatives for clients; conducts plea bargain negotiations with the District Attorney's office; appears in trial courts when cases are set for motions or hearings; and conducts violation of parole hearings. Additionally, this position maintains statistics on the cases represented by the Public Defender.

FY 23-24 Budget: \$235,328 for 1.0 FTE extra help Public Defender Attorney.

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Public Defender Investigator

Program Overview: The parole revocation hearings investigator conducts in-house and field investigations related to parolees, post-release community supervision clients, and mandatory supervision clients. This position reviews records, conducts witness interviews, provides Spanish translation assistance, issues subpoenas, retrieves medical documents, releases client information, and retrieves investigative information at the request of an attorney.

FY 23-24 Budget: \$79,693 for 0.5 FTE Investigator.

Public Defender Legal Secretary

Program Overview: The legal secretary assists the department with case intakes and the preparation of investigations materials, including medical records, body worn cameras, and other discovery.

FY 23-24 Budget: \$126,099 for 1.0 FTE Legal Secretary.

Public Defender Interpreter/Translator

Program Overview: An on-site, dedicated interpreter/translator will interpret between Spanish-speaking public defender clients and their attorneys. When not attending to immediate interpreting needs, the interpreter/translator will also transcribe video and audio evidence from Spanish to English.

FY 23-24 Budget: \$71,461 for 1.0 FTE extra help Interpreter/Translator.

Public Defender Social Worker

Program Overview: A social worker will assess clients' needs and coordinate social services available including transitional housing, mental health care and substance use treatment programs.

FY 23-24 Budget: \$175,485 for 1.0 FTE Social Worker.

Public Defender Post-Conviction Relief Attorney

Program Overview: A post-conviction relief attorney works with clients to help remove barriers that could impair their ability to obtain gainful employment and housing after sentencing. Post-conviction relief includes expungement, record-sealing, termination and re-tiering of registration requirements, and resentencing of specific sentence enhancements.

FY 23-24 Budget: \$187,547 for 1.0 FTE Post-Conviction Relief Attorney

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Pretrial Services

Pretrial services benefit the criminal justice system by reducing unnecessary incarceration and safeguarding the community. Table 10 summarizes the Pretrial Services budget, and the following subsections describe each program.

Department	Program Description	County FTE	FY 23-24 Budget
Probation	Pretrial Monitoring	10.75	3,105,204
Probation	Pretrial Housing and Case Management	-	423,438
Health Services	Pretrial Clinical Services	0.75	170,113
Pretrial Services Total		11.50	3,698,755

Table 10: Pretrial Services Budget

Pretrial Monitoring

Program Overview: Pretrial Services provide front-end screening for individuals booked into jail, support jail management, reduce pretrial failure, and facilitate efficient case processing. The Superior Court and CCP jointly developed this program to mitigate defendants' risk to public safety and the risk of failing to appear in court. By using a risk-based model, the pretrial program reduces incarceration expenses while protecting the public and allowing defendants to continue productive, law-abiding activities while awaiting adjudication. The main program components are assessment, community supervision, and data collection and reporting.

FY 23-24 Budget: \$3,105,204 for 6.0 FTE Probation Officers III and 2.0 FTE Probation Officer II to perform assessments and community supervision, 1.0 FTE Probation Assistant to perform assessment and monitoring, 1.0 FTE Senior Legal Processor to process legal documents, including court orders, warrants, and petitions; convey information regarding the status of cases to attorneys and law enforcement officials; maintain control of legal documents and case files; and associated costs, such as electronic monitoring, office space, and software improvements related to the Public Safety Assessment, the validated public safety assessment tool used in Sonoma County. Funding additionally covers approximately 0.75 FTE of a Program Planning and Evaluation Analyst. This position prepares reports used to monitor pretrial program performance; supports CCP-funded program evaluations by reviewing evaluation plans, assisting with data collection, reviewing draft reports, and developing summary briefs on evaluation reports; and provides planning and project management support for any changes to the program. As no grant funding remains beyond the end of FY 22-23, the Pretrial Monitoring Supplement has been rolled into the FY 23-24 Pretrial Monitoring budget.

Pretrial Housing and Case Management

Program Overview: This program opened in January 2020 under a grant from the Bureau of Justice Assistance and provides housing and case management for high-needs defendants on pretrial release. These individuals have serious mental illness and would likely need to remain incarcerated during the pretrial period without a community program such as this one. Grant funding was exhausted in mid-FY 21-22, and in January 2022, the CCP covered costs for the

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remainder of the year. For FY 22-23, the CCP approved full-year funding contingent upon no other funding sources being located. Any secured alternative funding would supersede CCP funding⁷. As of May 2022, Probation secured \$160,000 per year of Measure O funding through December 2024 for community case management. Any funding received from other sources for the transitional houses will offset the CCP's cost.

FY 23-24 Budget: \$423,438 for contracted housing and case management.

Pretrial Clinical Services

Program Overview: A behavioral health clinician embedded at the jail provides screening, advocacy, referral, and tracking of pretrial candidates with serious mental illness.

FY 23-24 Budget: \$170,113 for 0.75 FTE Behavioral Health Clinician.

⁷ CCP funding covers case management for house residents. Separately, through December 2024, Measure O funding will cover a portion of case management services not associated with the pretrial house. Such services target defendants on pretrial release who have mental illness and either do not require transitional housing or cannot access the pretrial house due to space limitations.

APPENDIX A: MEMBERSHIP ROSTER AS OF MAY 2023

Community Corrections Partnership Executive Committee (Voting Members)

Member	Name	Title
Chief Probation Officer (Chair)	Vanessa Fuchs	Chief Probation Officer
Sheriff	Eddie Engram	Sheriff-Coroner
Chief of Police	Ken Savano	Chief, City of Petaluma Police Department
District Attorney	Carla Rodriguez	District Attorney
Public Defender	Brian Morris	Public Defender
Superior Court	Shelly Averill	Presiding Judge
Health Services/Mental Health	Jan Cobaleda-Kegler	Director of Behavioral Health

Community Corrections Partnership Full Committee

Member	Name	Title
Chief Probation Officer (Chair)	Vanessa Fuchs	Chief Probation Officer
Sheriff	Eddie Engram	Sheriff-Coroner
Chief of Police	Ken Savano	Chief, City of Petaluma Police Department
District Attorney	Carla Rodriguez	District Attorney
Public Defender	Brian Morris	Public Defender
Superior Court	Shelly Averill	Presiding Judge
Health Services/Mental Health	Jan Cobaleda-Kegler	Director of Behavioral Health
County Administrator's Office	Nick Klein	Administrative Analyst
Human Services	Katie Greaves	Human Services Division Director
Employment Services	Katie Greaves	Human Services Division Director
Victim Services	Tatiana Lopez	Victim Services Director, District Attorney's Office
Office of Education	Georgia Ioakimedes	Sonoma County Office of Education
Community-Based Organization	Melody Maguire	Outpatient Services Manager, Center Point Drug Abuse Alternatives Center

APPENDIX B: FY 23-24 BUDGET BY DEPARTMENT

Department	Major Program	Program Description	FTE	FY 23-24 Budget
Sheriff	Administration	Department Analyst	1.00	165,670
Sheriff	Community-Based Programming	Electronic Monitoring Contract	-	87,913
Sheriff	Custody	Correctional Deputies	12.00	2,648,713
Sheriff	Custody	Senior Detention Specialist	1.00	173,350
Sheriff	Custody	Detention Specialist	2.00	336,246
Sheriff	Custody	Detention Assistant	1.00	164,678
Sheriff	Custody	Cook	1.00	136,654
Sheriff	Custody	Transportation Deputy	1.00	267,715
Sheriff	Custody	Services and Supplies	-	364,097
Sheriff	Custody	Inmate Medical and Dental Services	-	1,339,319
Sheriff	Custody	Vandalism	-	28,098
Sheriff	Custody	Catastrophic/HIV meds/Extra Nursing	-	54,896
Sheriff	Custody	Jail Unit 2	-	100,000
Sheriff	In-Custody Programming	Jail Programs	-	142,564
Sheriff	In-Custody Programming	Mental Health	-	841,018
Sheriff	In-Custody Programming	SERT Training and Equipment		50,784
Sheriff	In-Custody Programming	Substance Use Disorder Services		601,843
Sheriff	In-Custody Programming	Program Sergeant	1.00	301,415
Sheriff Total			20.00	7,804,973
Probation	Administration	Department Analyst	1.00	217,389
Probation	Community Supervision	AB 109 Supervision Unit	12.00	2,682,952
Probation	Community Supervision	Stabilization Fund	-	2,000
Probation	Community-Based Programming	Day Reporting Center	8.00	1,201,590
Probation	Community-Based Programming	Electronic Monitoring Contract	-	132,000
Probation	Community-Based Programming	Transitional Housing	-	329,868
Probation	Data Management & Evaluation	Business Systems Analyst	0.50	81,054
Probation	Data Management & Evaluation	Evaluation Consultant	0.00	112,000
Probation	Pretrial Services	Pretrial Monitoring	10.75	3,105,204
Probation	Pretrial Services	Pretrial Housing and Case Management	-	423,438
Probation Total			32.25	8,287,496
Health Services	Community-Based Programming	Community Mental Health Services	1.50	312,704
Health Services	Community-Based Programming	Outpatient SUD at DRC	-	73,482
Health Services	Community-Based Programming	Outpatient SUD at DRC Expansion	2.25	462,538
Health Services	Community-Based Programming	SUD Contract Services	-	191,913
Health Services	Pretrial Services	Pretrial Clinical Services	0.75	170,113
Health Services	Community-Based Programming	Behavioral Health Clinician	1.00	251,174
Health Services Total			5.50	1,461,924

Department	Major Program	Program Description	FTE	FY 23-24 Budget
Human Services	Community-Based Programming	Employment & Eligibility Services	2.00	310,755
Human Services	Community-Based Programming	General Assistance Subsidy	-	15,000
Human Services Total			2.00	325,755
District Attorney	Parole Revocation Hearings	Case Prosecution	1.00	308,692
District Attorney	Parole Revocation Hearings	Legal Processor	1.00	140,402
District Attorney	Parole Revocation Hearings	Victim Advocate	1.00	136,855
District Attorney	Parole Revocation Hearings	Post-Conviction Relief Attorney	1.00	341,906
District Attorney Total			4.00	927,855
Public Defender	Parole Revocation Hearings	Attorney	1.00	235,328
Public Defender	Parole Revocation Hearings	Investigator	0.50	79,693
Public Defender	Parole Revocation Hearings	Legal Secretary	1.00	126,099
Public Defender	Parole Revocation Hearings	Interpreter/Translator II	1.00	71,461
Public Defender	Parole Revocation Hearings	Social Worker	1.00	175,485
Public Defender	Parole Revocation Hearings	Post-Conviction Relief Attorney	1.00	187,547
Public Defender Total			5.50	875,613
ISD	Data Management & Evaluation	Programming Support	-	25,000
ISD Total				25,000
County Counsel	Administration	Legal Support	-	10,000
County Counsel Total				10,000
Grand Total			69.25	19,718,617

APPENDIX C: FY 23-24 BUDGET BY MAJOR PROGRAM

Major Program	Department	Program Description	FTE	FY 23-24 Budget
Administration	Sheriff	Department Analyst	1.00	165,670
Administration	Probation	Department Analyst	1.00	217,389
Administration	County Counsel	Legal Support	-	10,000
Administration Total			2.00	393,060
Community Supervision	Probation	AB 109 Supervision Unit	12.00	2,682,952
Community Supervision	Probation	Stabilization Fund	-	2,000
Community Supervision Total			12.00	2,684,952
Community-Based Programming	Sheriff	Electronic Monitoring Contract	-	87,913
Community-Based Programming	Probation	Day Reporting Center	8.00	1,201,590
Community-Based Programming	Probation	Electronic Monitoring Contract	-	132,000
Community-Based Programming	Probation	Transitional Housing	-	329,868
Community-Based Programming	Health Services	Community Mental Health Services	1.50	312,704
Community-Based Programming	Health Services	Outpatient SUD at DRC	-	73,482
Community-Based Programming	Health Services	Outpatient SUD at DRC Expansion	2.25	462,538
Community-Based Programming	Health Services	SUD Contract Services	-	191,913
Community-Based Programming	Health Services	Behavioral Health Clinician	1.00	251,174
Community-Based Programming	Human Services	Employment & Eligibility Services	2.00	310,755
Community-Based Programming	Human Services	General Assistance Subsidy	-	15,000
Community-Based Programming Total			14.75	3,368,938
Custody	Sheriff	Correctional Deputies	12.00	2,648,713
Custody	Sheriff	Senior Detention Specialist	1.00	173,350
Custody	Sheriff	Detention Specialist	2.00	336,246
Custody	Sheriff	Detention Assistant	1.00	164,678
Custody	Sheriff	Cook	1.00	136,654
Custody	Sheriff	Transportation Deputy	1.00	267,715
Custody	Sheriff	Services and Supplies	-	364,097
Custody	Sheriff	Inmate Medical and Dental Services	-	1,339,319
Custody	Sheriff	Vandalism	-	28,098
Custody	Sheriff	Catastrophic/HIV meds/Extra Nursing	-	54,896
Custody	Sheriff	Jail Unit 2	-	100,000
Custody Total			18.00	5,613,766
Data Management & Evaluation	Probation	Business Systems Analyst	0.50	81,054
Data Management & Evaluation	Probation	Evaluation Consultant	0.00	112,000
Data Management & Evaluation	ISD	Programming Support	-	25,000
Data Management & Evaluation Total			0.50	218,054

Major Program	Department	Program Description	FTE	FY 23-24 Budget
In-Custody Programming	Sheriff	Jail Programs	-	142,564
In-Custody Programming	Sheriff	Mental Health	-	841,018
In-Custody Programming	Sheriff	SERT Training and Equipment		50,784
In-Custody Programming	Sheriff	Substance Use Disorder Services		601,843
In-Custody Programming	Sheriff	Program Sergeant	1.00	301,415
In-Custody Programming Total			1.00	1,937,624
Parole Revocation Hearings	District Attorney	Case Prosecution	1.00	308,692
Parole Revocation Hearings	District Attorney	Legal Processor	1.00	140,402
Parole Revocation Hearings	District Attorney	Victim Advocate	1.00	136,855
Parole Revocation Hearings	District Attorney	Post-Conviction Relief Attorney	1.00	341,906
Parole Revocation Hearings	Public Defender	Attorney	1.00	235,328
Parole Revocation Hearings	Public Defender	Investigator	0.50	79,693
Parole Revocation Hearings	Public Defender	Legal Secretary	1.00	126,099
Parole Revocation Hearings	Public Defender	Interpreter/Translator II	1.00	71,461
Parole Revocation Hearings	Public Defender	Social Worker	1.00	175,485
Parole Revocation Hearings	Public Defender	Post-Conviction Relief Attorney	1.00	187,547
Parole Revocation Hearings Total			9.50	1,803,468
Pretrial Services	Probation	Pretrial Monitoring	10.75	3,105,204
Pretrial Services	Probation	Pretrial Housing and Case Management	-	423,438
Pretrial Services	Health Services	Pretrial Clinical Services	0.75	170,113
Pretrial Services Total			11.50	3,698,755
Grand Total			69.25	19,718,617

APPENDIX D: BUDGET AND FUND BALANCE PROCEDURES

This appendix describes the CCP’s procedures for making, managing, and modifying its annual budget and managing fund balance.

Annual Budget

Table 11 summarizes the CCP’s recurring annual budget activities.

Month	CCP Budget Activity
July	<ul style="list-style-type: none"> • Probation sends end-of-year budget results to CCP • CCP reviews previous year budget results • Probation drafts CCP Plan and distributes for CCP review
August	<ul style="list-style-type: none"> • CCP members send their Plan edits to Probation • Probation incorporates members’ edits and distributes updated draft to CCP • CCP reviews and votes on Plan at CCP meeting • Probation submits Plan for Board approval
September	If CCP determines that budget cuts are needed, departments prioritize their programs
October	If CCP determines that budget cuts are needed, CCP begins discussing program changes
November	With input from CCP-funded departments, Probation prepares responses to the Board of State and Community Corrections’ annual survey
December	<ul style="list-style-type: none"> • CCP discusses funding priorities • Probation submits the CCP Plan and annual survey to the Board of State and Community Corrections
January	<ul style="list-style-type: none"> • Departments submit current year expenditure estimates and following year budget requests to Probation • CCP reviews Governor’s proposed budget • CCP reviews and discusses following year budget requests • CCP approves following year budget
February	Probation distributes CCP-approved budget to CCP members
March	
April	
May	CCP reviews Governor’s May Revise budget
June	

Table 11: CCP Annual Budget Timeline

Exceeding Budgeted Expenditures

Unless the CCP states otherwise, its budgets are approved at the department level, meaning that departments may over-expend individual line items within their budgets if they do not over-expend their overall CCP-approved budget.

Funding Request Procedure

CCP members may request additional funding beyond the approved budget via the following process.

1. Submit a funding request form to Probation.
2. Probation works with the submitting department as needed to ensure the form is accurate and complete.
3. Probation adds the funding request to the agenda of the next CCP meeting.
4. Probation distributes the finalized funding request for the CCP's review.
5. At the CCP meeting, the submitting department presents the request to the CCP, addressing the proposed program objective, populations to be served, justification of program needs and costs, and whether the request is one-time or on-going.
6. CCP deliberates and votes on the funding request.
7. If approved, Probation adds the expenditure to the CCP budget and sends an updated budget to CCP members. Approval of an on-going request will carry forward to future years as part of the department's status quo budget.
8. Departments assume responsibility for any budgetary or personnel changes that require Board approval because of the approved funding request.

Public Defender and District Attorney Dedicated Apportionment Accounts

AB 109 realignment funding structure allocates state sales tax revenue to 10 subaccounts under two main County Local Revenue Fund accounts. District Attorney/Public Defender (DA/PD) is one such subaccount. Funds deposited into the DA/PD subaccount are divided equally between the two departments. The District Attorney's and Public Defender's offices must first exhaust funds in their respective dedicated apportionment accounts for CCP-budgeted programs before requesting CCP funding. The CCP will then cover remaining expenditures, if any, up to the approved budget amounts.

Fund Balance

Unspent revenues are held in a 2011 Public Safety Realignment fund as reserve. The CCP's fund balance policy aligns with Government Finance Officers Association (GFOA) recommendations that government entities maintain a fund balance of at least two months' operating expenditures⁸. The GFOA additionally recommends that entities consider a variety of factors, such as the predictability of its revenues, in determining fund balance requirements. In the CCP's case, revenues, sourced solely

⁸ The GFOA recommends maintaining at least two months of operating expenditures or operating revenues, whichever is more predictable. In the CCP's case, expenditures—which the CCP itself controls—are more predictable. See the GFOA's fund balance guidelines at <https://www.gfoa.org/materials/fund-balance-guidelines-for-the-general-fund>.

from state sales tax, are volatile. Sonoma County's CCP's current fund policy establishes a fund balance goal of \$4 million and a minimum of \$3 million, amounting to roughly three months and two months of fund balance, respectively, in FY 23-24. In considering expenditures that might push the CCP's fund balance below these threshold levels, no particular action is required to cross below the \$4 million fund balance goal. However, any authorization to draw fund balance below \$3 million would require a concurrent plan and replenishment schedule to restore the minimum balance.