



**MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)
AGENDA**

**Thursday, November 13, 2025
Mendocino County Administration Center
Conference Room C
501 Low Gap Road, Ukiah, CA 95482
12:00 pm – 1:30 pm: Regular CCP Meeting**

1. Call To Order:

- 1a) Welcome**
- 1b) Introductions**
- 1c) Additions or Corrections to Agenda**

2. Public Comment for items not on agenda

Members of the public are welcome to address the CCP on items not listed on the agenda, but within the jurisdiction of the CCP. The CCP is prohibited by law from taking action on matters not on the agenda. Individuals wishing to address the CCP under Public Expression are welcome to do so via email at ccp@mendocinocounty.org. All correspondence received by 8:00 A.M. the day of the meeting will be attached to the item.

3. Consent Calendar

3a) Approval of Minutes of August 14, 2025, Regular Meeting

Recommended Action:

Approve minutes of August 14, 2025, Regular Meeting

Attachment(s):

August 14, 2025, Minutes – DRAFT

3b) Receive the CCP Data Element Update from Staff

Recommended Action:

No action required.

Attachment(s):

Data Element Report CY2025 – CCP Meeting 11/13/25



4. **Community Corrections Partnership (CCP) and Member Matters**

4a) **Receive Fiscal Update on AB109 Funding for FY2024-25 and FY2025-26**

Recommended Action:

Receive update, discuss and/or provide direction to staff as needed.

Attachment(s):

AB109 Budget and Funding Status – FY2024-25 Year-End Final Reconciled
Auditor's Office Letter on Overpayment of Funds to BHRS for SUDT Services
2011 State Realignment Claim Form-Public Safety – Revised 11/2025
AB109 Budget and Funding Status – FY2025-26 As of 9/30/25
AB109 FY2025-26 Budget – Amended August 14, 2025

4b) **Approve Update of Mendocino County CCP Bylaws to Include Update of Executive Committee Member for Ukiah Police Department; Obtain Signatures of All CCP Executive Committee Members**

Recommended Action:

Approve update of Mendocino County CCP Bylaws to include update of Executive Committee member for Ukiah Police Department; obtain signatures of all CCP Executive Committee members.

Attachment(s):

Mendocino County Community Corrections Partnership Bylaws – November 13, 2025

4c) **Review, Discussion and Possible Action Including Adoption of the CY2026 Community Corrections Partnership Master Meeting Calendar**

Recommended Action:

Adopt the CY2026 Community Corrections Partnership Master Meeting Calendar and direct staff to post approved calendar on the CCP webpage.

Attachment(s):

Draft Community Corrections Partnership Master Meeting Calendar CY2026



4d) Review of Senate Bill (SB) 707 As Enacted on October 3, 2025, and Effective January 1, 2026, Regarding Meeting and Teleconference Requirements for Brown Act Compliance

Recommended Action:

Review and discuss, as necessary, the requirements of SB707 for Brown Act meeting compliance effective January 1, 2026.

Summary:

The California Brown Act, also known as the Ralph M. Brown Act, is a key piece of legislation governing open meetings and teleconferencing in California. In 2026, the Act will undergo significant amendments, including, but not limited to:

- Expanding Teleconferencing Requirements.
- Teleconferencing as a Reasonable Accommodation.
- Remote Access and Multilingual Outreach Requirements.
- Social Media Exception, Sunset Removal, and Mandatory Brown Act Distribution.
- Special Meeting Requirements.

As this Bill encompasses several changes, the Probation Department will be working with County Counsel to ensure compliance with the Bill effective January 1, 2026. Additional information on compliance requirements will be presented at the next regular meeting of the Community Corrections Partnership meeting.

Attachment(s):

None



- 4e) Provide Update on Staffing of Sr. Department Analyst Position (Grants)
Approved by CCP Executive Committee at the May 15, 2025, CCP Meeting and
the Sheriff's Office Part-Time Deputy Sheriff Task Force Liaison to Probation
Approved by the CCP Executive Committee at the August 14, 2025, CCP
Meeting**

Recommended Action:

Review and discuss, as necessary, the status of the staffing of a Sr. Department Analyst position (grants) approved by the CCP Executive Committee at the May 15, 2025, CCP Meeting and the Sheriff's Office part-time Deputy Sheriff Task Force Liaison to Probation approved by the CCP Executive Committee at the August 14, 2025, CCP Meeting.

Attachment(s):

None

- 4f) CCP Executive Committee Members Report on Items of General Interest**

Recommended Action:

No action required.

Attachment(s):

None

- 4g) Review and Discuss Requests for Items to be Included on Future Agendas,
Including Agenda Date(s), and Give Direction to Staff as Needed**

Recommended Action:

Accept requests for items to be included on future agendas, including date or dates of requested items, discuss and/or provide direction to staff as needed.

Attachment(s):

None

Adjournment: The next regular CCP meeting is tentatively scheduled for Thursday, February 12, 2026, pending approval of CY2026 CCP Master Meeting Calendar in agenda item 4c) above.

The above meeting will be held at the Mendocino County Administration Building, Conference Room C, 501 Low Gap Road, Ukiah, CA 95482.



**MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)
DRAFT MINUTES**

**Thursday, August 14, 2025
Mendocino County Administration Center
Conference Room C
501 Low Gap Road, Ukiah, CA 95482
12:00 – 1:30 pm: Regular CCP Meeting**

1. Call To Order: Meeting called to order at 12:00 p.m.

1a) Welcome

Izen Locatelli welcomes everyone to the regular CCP meeting.

1b) Introductions

Izen Locatelli – Probation
Mick Hill – Public Defender
Jill Ales – BHRS
Sandra Caudillo, Probation
Cathy White, Probation
Cherie Johnson, HR
Jennifer Cook, GEO

Thomas Corning – UPD
Matthew Kendall – Sheriff
Deneese Parker - DSS
Katie Ford, Probation
Sarah Johnston, Probation
Angie Lewis, SUDT/BHRS

1c) Additions or Corrections to Agenda

Item 4b) withdrawn.

The second page, numbered page 3, marked as duplicate and removed.

2. Public Comment for items not on agenda

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None.



Approve of Reallocation of FY2024-25 approved Budgeted Funds in an Amount Not to Exceed \$3,000 from the Sober Living Environment Line item to Facilities Expenses for GEO Reentry Services Line Item.

Withdrawn.

- 4c) **Review and Discuss the Recommendation to Hire an Extra Help 960-Hour Part-Time Deputy Sheriff Coroner Position in the Sheriff's Office to Serve as a Liaison with the Probation Department and Assigned to the Mendocino County Major Crimes Task Force (MMCTF) for the Remainder of Fiscal Year (FY) 2025-26 Utilizing Contingency Funds; Direct Sheriff's Office to Submit a Personnel Requisition for Approval at a Cost for Salary and Taxes/Benefits Not to Exceed \$60,000 for FY2025-26; Update CCP Budget as Necessary; and Fill Vacancy at the Earliest Opportunity.**

Recommended Action:

Approve the recommendation to hire an extra help 960-hour part-time deputy sheriff coroner position in the sheriff's office to serve as a liaison with the probation department and assigned to the Mendocino County Major Crimes Task Force (MMCTF) for the remainder of fiscal year (FY) 2025-26 utilizing contingency funds; direct sheriff's office to submit a personnel requisition for approval at a cost for salary and taxes/benefits not to exceed \$60,000 for FY2025-26; update CCP budget as necessary; and fill vacancy at the earliest opportunity.

Izen Locatelli, Probation, summarized the request. Matthew Kendall, Sheriff, provided insight on why the position is needed and how it will affect budgets.

Jennifer Cook, GEO Reentry, inquired the future of this position beyond FY2025-26. Izen Locatelli, Probation, stated that it is unclear and the outcome of this position during this FY will determine the future plans.

Mick Hill, Public Defender, motion to approve the recommended action. Jill Ales, SUDT/BHRS, seconded the motion. Vote taken. Motion passed unanimously.

- 4d) **Request Approval of Use of CCP Contingency Fund to Reimburse Sheriff's Office for a Supplemental 4th Quarter CCP Realignment Claim in the Amount of \$10,664.66 for Corrections Staff Time Related to an Unanticipated Inmate Hospitalization Standby Expenses for Fiscal Year 2024-25.**

Recommended Action:



Izen Locatelli, Probation, reported on recruitment for 2 FTE senior department analyst positions, one of which is for the CCP. Interviews are scheduled for August 26th & 28th, and an update will be provided at the next CCP meeting. Izen also reported that the BSCC inspection in Juvenile Hall showed no issues with non-compliance.

4g) Review and Discuss Requests for Items to be Included on Future Agenda, Including Agenda Date(s), and Give Direction to Staff as Needed

Recommended Action:

Accept requests for items to be included on future agenda, including date or dates of requested items, discuss and/or provide direction to staff as needed.

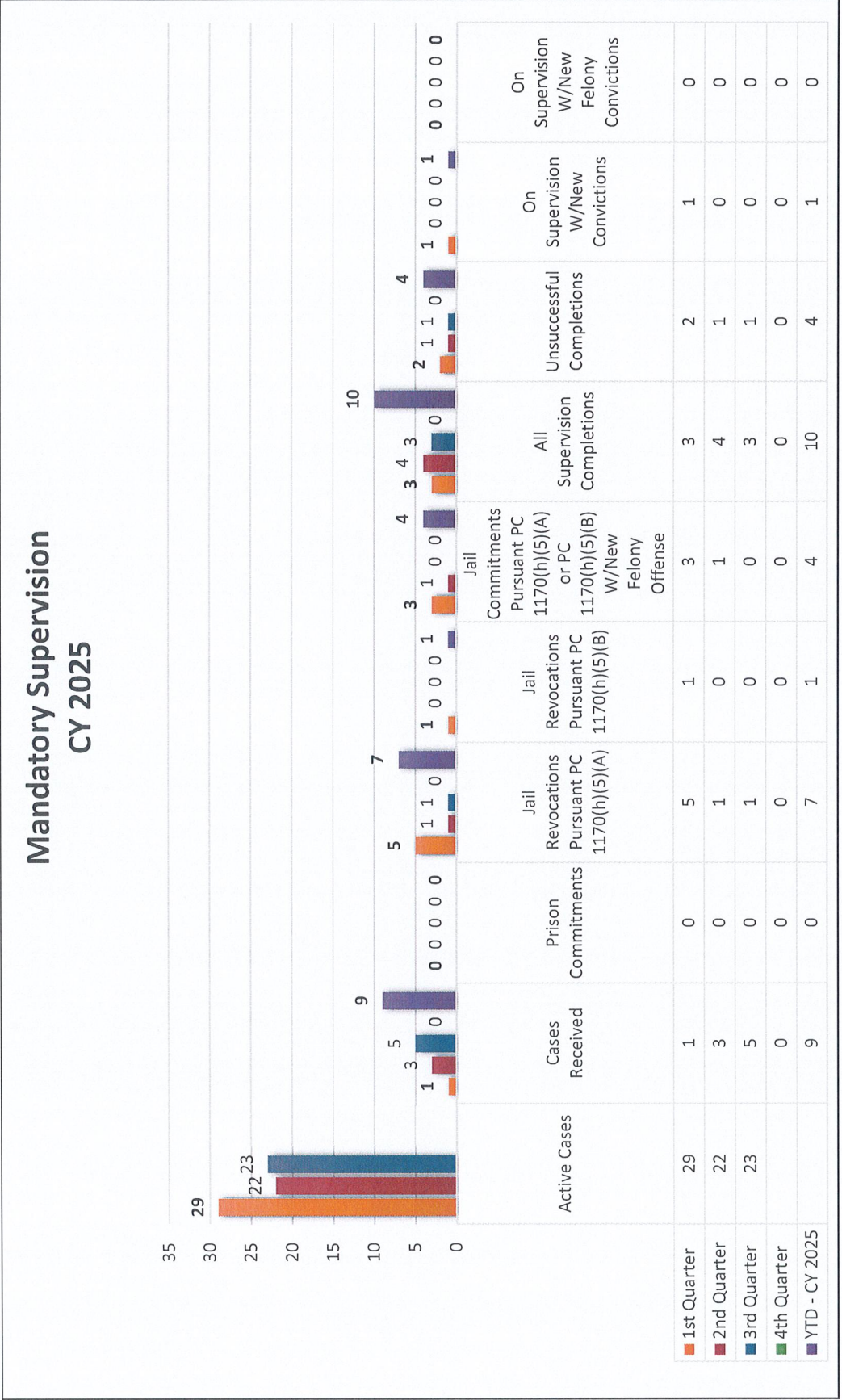
Update on 960-Hour position regarding agenda item 4c.

Update on senior department analyst position approved at the May 2025 CCP meeting.

Adjournment: The next regular CCP meeting is scheduled for Thursday, November 13, 2025. The meeting will be held at the Mendocino County Administration Building, Conference Room C, 501 Low Gap Road, Ukiah, CA 95482.

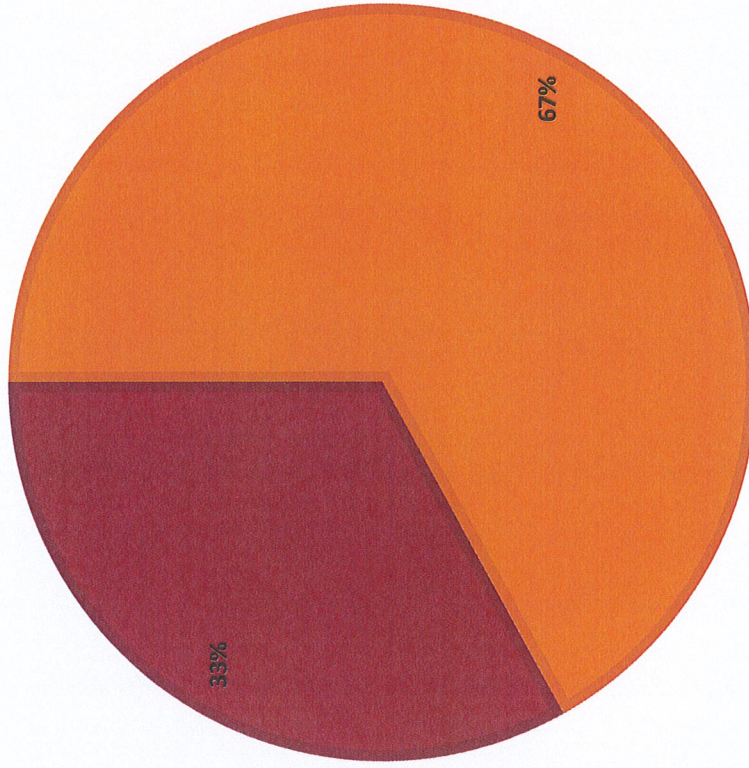
Meeting adjourned at 12:40 p.m.

CCP Data Element Report

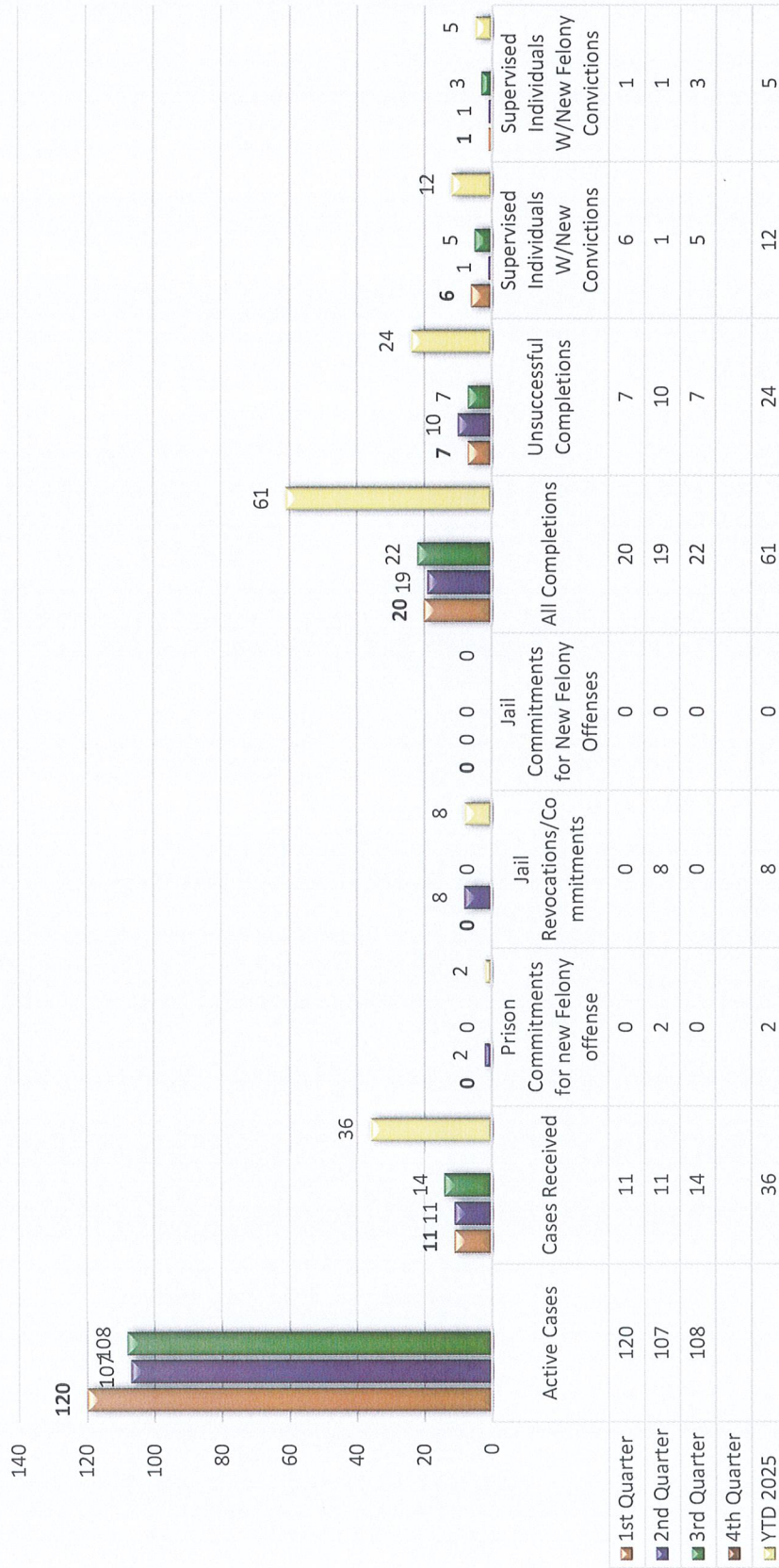


**1170(H)(5) PC SENTENCES
CUMULATIVE 2011
PROBATION AND DISTRICT ATTORNEY DATA COMBINED**

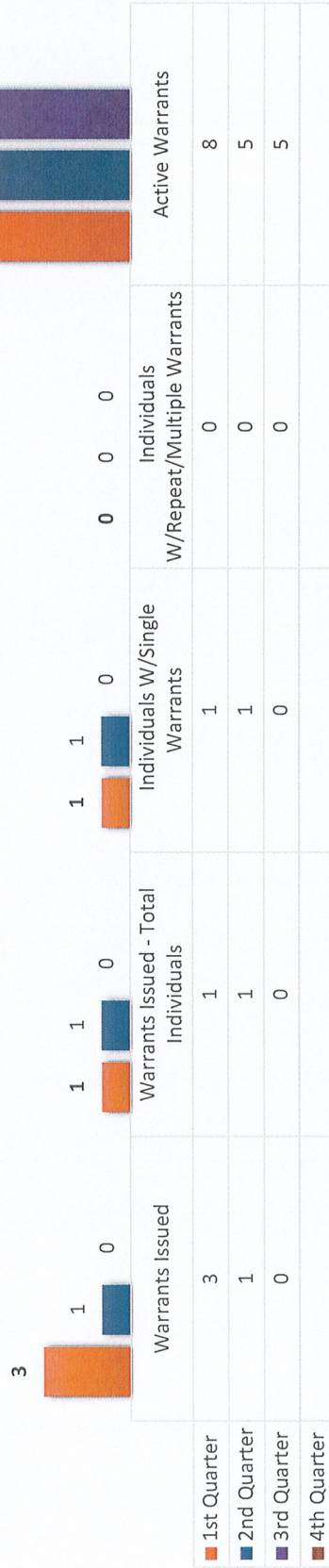
■ 1170(h)(5)(A) PC ■ 1170(h)(5)(B) PC



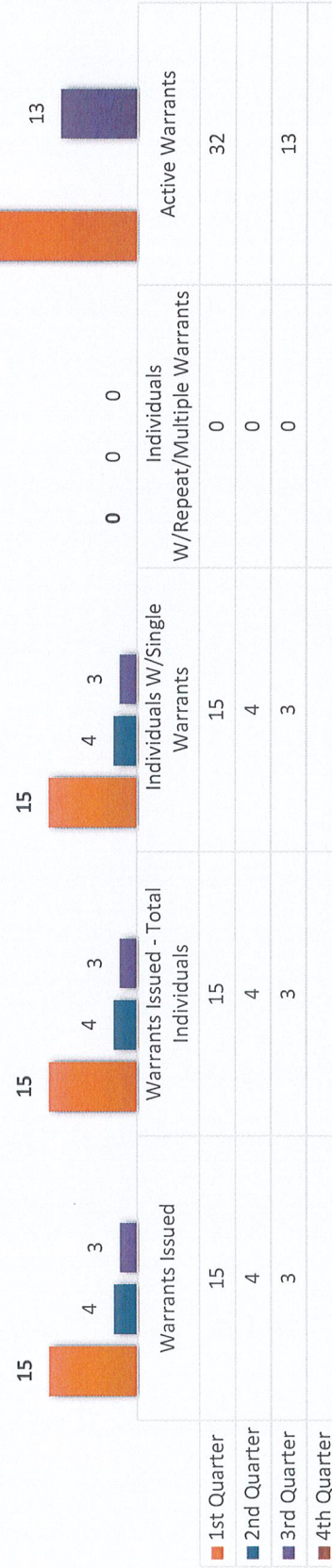
Post Release Community Supervision CY 2025



Warrants of Arrest - Mandatory Supervision CY 2025



Warrants of Arrest - Post Release Community Supervision CY 2025

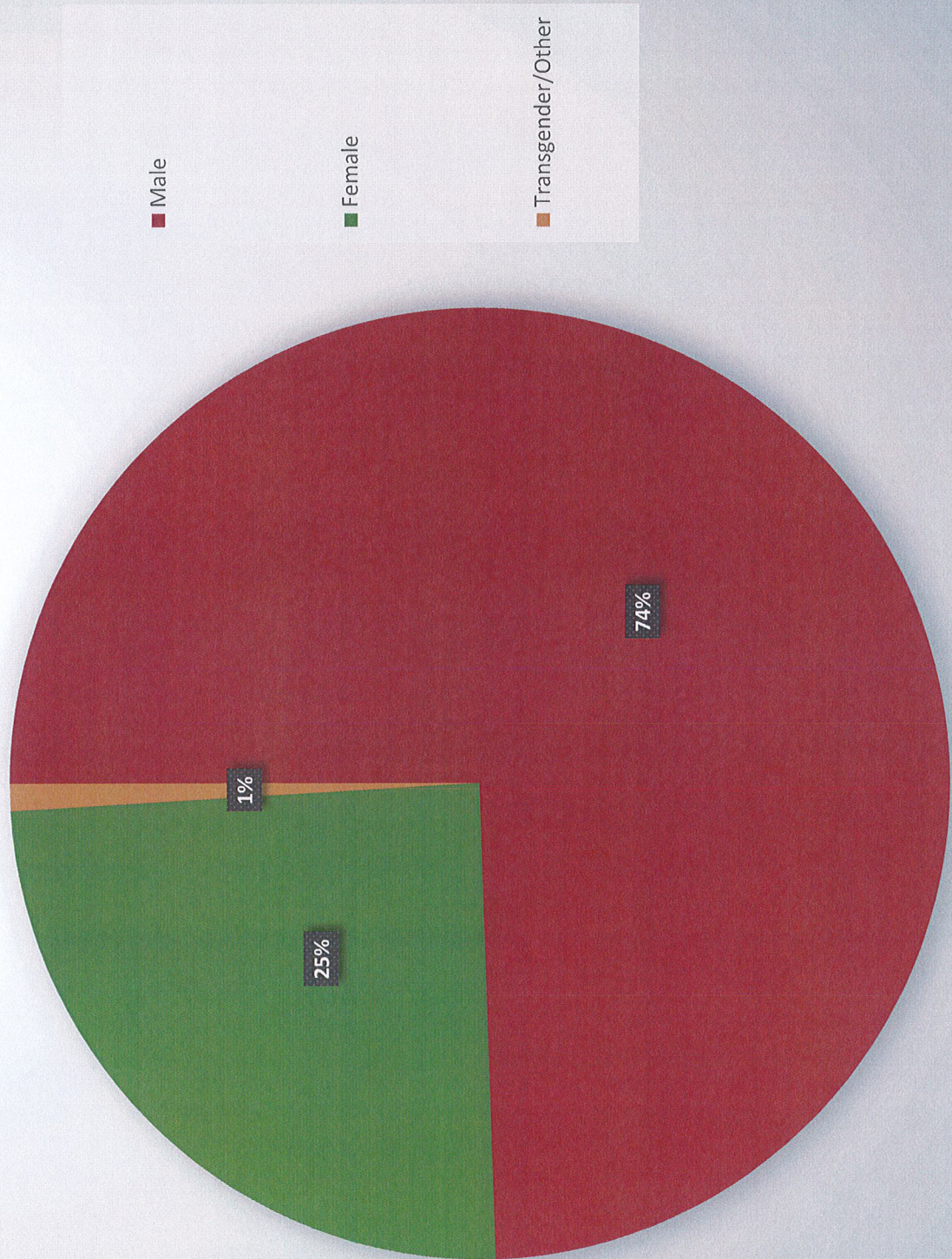


Flash Incarcerations

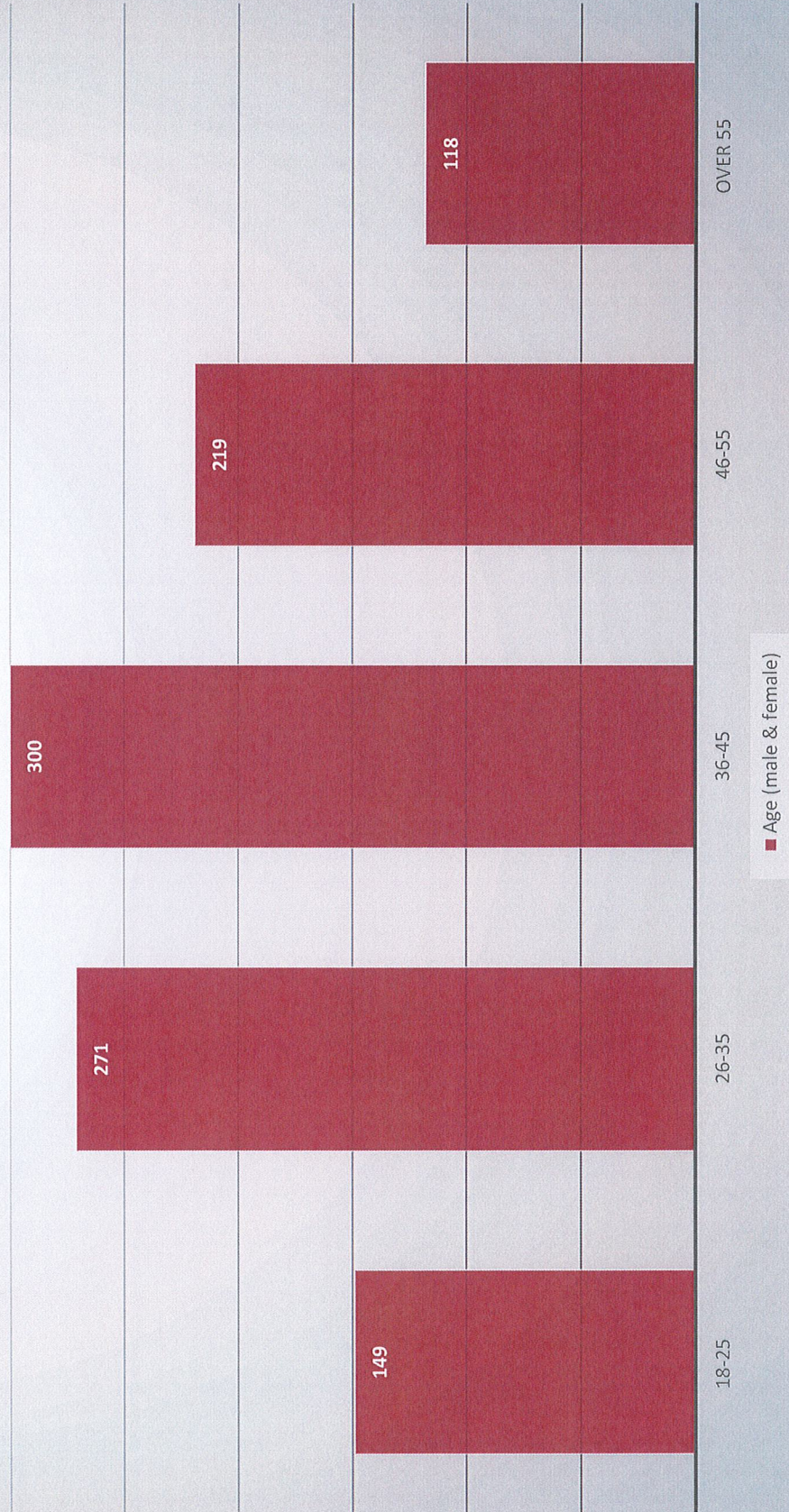


Mendocino County Jail Stats

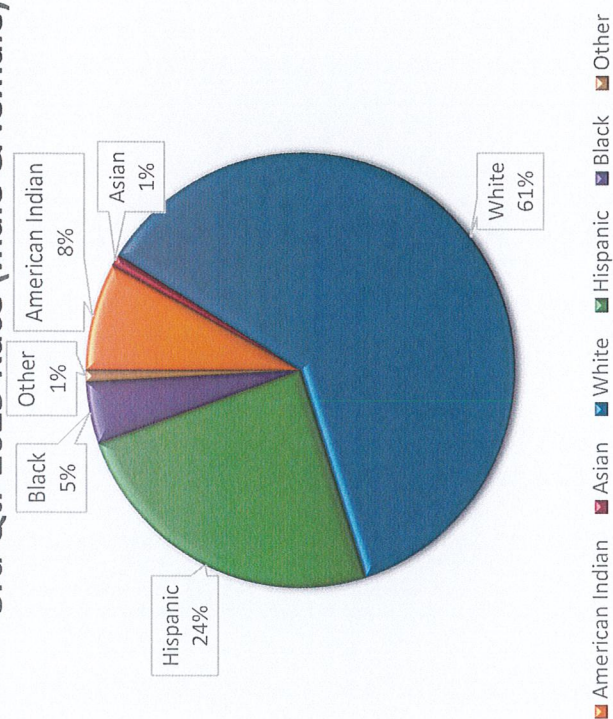
3rd Quarter 2025



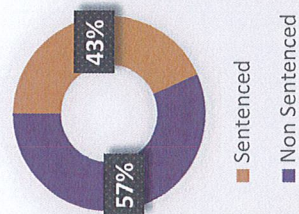
3rd Quarter 2025



3rd Qtr 2025 Race (male & female)



Snapshot Jail Population (male & female) 9/30/2025



Data Sources; Probation, JustWare, District Attorney Website, Aegis Corrections ORI CA0230000

10/30/2025

AB109 Budget and Funding Status - FY2024-25
Community Corrections Partnership Funds
Account LCCRA11

As of 6/30/25 - FINAL RECONCILIATION

	Budget	Actual Expenditures				Remaining Balance	% used
		Q1	Q2	Q3	Q4	Total	
Probation - 5.0 DPO II	696,139.00	162,656.66	172,246.30	149,029.59	179,106.48	663,039.05	95%
Probation - 1.0 DPO II - PTR	139,228.00	28,068.67	33,300.34	29,234.13	32,652.52	123,255.66	89%
Probation - 5.0 DPO III	76,138.00	17,580.77	20,655.32	17,885.37	19,621.29	75,742.75	99%
Probation - 5.0 SDPO	87,079.00	20,458.12	23,619.82	20,260.60	22,275.59	86,614.13	99%
Probation - 5.0 Dept Anal II	80,456.00	17,550.22	20,609.96	17,737.64	21,445.33	77,343.15	96%
Probation - 2.5 Probation Div Mgr	56,276.00	11,705.25	14,047.55	12,302.78	14,500.84	52,556.42	93%
Probation - 0.75 Legal Secretary	70,853.00	14,325.49	17,774.98	15,304.47	17,188.78	64,593.72	91%
Probation - 0.25 Legal Secretary - PTR	23,618.00	4,775.16	5,924.99	5,101.49	5,729.59	21,531.23	91%
Probation - Incentives & Sanctions	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0%
Probation Department (Administration)	100,000.00	25,000.00	25,000.00	25,000.00	25,000.00	100,000.00	100%
Sheriff - 6.0 Corrections Deputies**	1,150,140.03	262,779.35	333,567.42	270,866.45	282,926.81	1,150,140.03	100%
Sheriff - Parole Hold Reimbursement	250,000.00	62,500.00	62,500.00	62,500.00	62,500.00	250,000.00	100%
Sheriff - Electronic Monitoring**	7,596.17	1,832.26	1,962.48	1,175.65	2,625.78	7,596.17	100%
Sheriff - 0.25 Re-Entry Program Mgr	46,650.00	10,930.25	14,092.87	11,302.25	10,324.63	46,650.00	100%
Sheriff - 1.50 Services Technician**	53,357.70	24,510.09	28,847.61	0.00	0.00	53,357.70	100%
Sheriff - 1.0 Inmate Welfare Coordinator**	81,232.10	7,103.52	10,570.82	28,385.68	35,172.08	81,232.10	100%
BHRS 1 FTE MH Clinician	166,081.00	29,699.23	39,107.10	32,880.88	41,816.37	143,503.58	86%
BHRS .5 SUDT Counselor	71,360.00	13,294.37	13,251.64	31,998.05	25,148.54	103,692.60	145%
DA - .50 DDA	110,273.00	20,325.00	27,325.00	28,700.00	28,650.00	105,000.00	95%
Public Defender - 0.25 Legal Secretary	28,212.00	11,020.00	9,880.00	7,312.00	0.00	28,212.00	100%
Public Defender - 0.25 PD IV	59,132.00	28,415.36	25,475.84	5,240.80	0.00	59,132.00	100%
City of Ukiah - Police Officer	125,000.00	31,250.00	31,250.00	31,250.00	31,250.00	125,000.00	100%
GEO Reentry Services - Ukiah	499,417.00	83,235.74	83,235.74	166,471.48	166,471.48	499,414.44	100%
GEO Reentry-Facilities Expense	18,000.00	338.55	6,167.07	4,616.38	6,783.79	17,905.79	0%
Sober Living Environment (Provider TBD)	110,000.00	0.00	0.00	0.00	0.00	110,000.00	0%
Other	0.00	0.00	0.00	0.00	0.00	0.00	0%
Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0%
Contingency Fund*	3,174,947.00	0.00	0.00	0.00	0.00	3,174,947.00	0%
	7,287,185.00	889,354.08	1,020,412.85	974,555.69	1,061,854.56	3,946,177.18	54%

* Per 2/13/25 Meeting - \$10,000 of SLE approved funds reallocated to GEO Reentry-Facilities Expense line item.

** Per 5/15/25 Meeting - Sheriff's remaining balances for Services Tech, Welfare Coord & Ankle Monitoring after 4th quarter claims reallocated to Corr Dep line item.
\$7,403.83 from Ankle Monitoring, \$55,877.30 from Services Tech, & \$35,184.90 Welfare Coordinator moved to Corrections Deputies line item.

Recap of Community Corrections Trust Fund

Balance in 2810-760912	\$3,645,186.17
2024-2025 Community Corrections Funds (thru 8/29/25)**	4,115,350.42
2023-24 Growth Funds	0.00
2023-24 Base funds received after FY close	20,093.84
Local Innovation Subaccount	0.00
Funds to Reserve	0.00
Less Payments Shown Above	-3,946,177.18
Balance 6/30/25	<u>\$3,834,453.25</u>
Remaining funds to be received**	0.00
Payments to be made	0.00
Balance 6/30/25	<u>\$3,834,453.25</u>

* Contingency Fund approved by BOS on 4/23/24 @ \$3,174,947. Growth Funds were not projected in original budget as these allocations are based on specific performance criteria. Until final calculations are distributed to counties, growth funds are not included in calculations. When growth funds are received, 10% will be distributed to the Local Innovation Subaccount and 15% will be placed in our Reserve. The remaining funds will be included in the Contingency Fund.

** Base funds projected at \$4,105,989 at time of BOS approval on 4/24/24. May Revise revenue projections increased to \$4,142,188.



MEMORANDUM

Date: November 7, 2025

To: Izen Locatelli, Chief Probation Officer
Cathy White, Administrative Services Manager II

From: Chamise Cubbison, Auditor-Controller/Treasurer-Tax Collector

Re: Journal 2025.12.3766 Q4 2024-25 CCP Claim for BHRS SUDT

It has been brought to my attention that there was an error in the Journal entry for the Q4 2024-25 CCP Claim for BHRS SUDT. Staff entered the amount that was printed on the claim form and not a manually adjusted amount. The printed amount was not crossed out. The entry was posted on September 5th and all departments were asked to review the fiscal year 2024-25 entries on September 24th and notify my office of any concerns. We did not hear from BHRS or Probation staff regarding this issue. Unfortunately, the County has already sent the outside audit firm the final trial balance for 2024-25 fiscal year for their audit and financial reporting. We sincerely apologize for the error and will process a fiscal year 2025-26 correcting entry if a request is submitted.

To avoid confusion in the future, the auditor's office would like to suggest that the first approver include a label, box, or line that is filled in to clearly indicate the final approved payment amount rather than manually editing the amount(s) submitted by the claiming department.

We are sorry for any confusion or extra work this error may cause.

2011 STATE REALIGNMENT CLAIM FORM

PUBLIC SAFETY

Date of Claim:		Claiming Period:	
Department:		Budget Unit:	
Prepared By:		Contact Phone:	

Type of Fund Requested:

☐ Local Community Corrections (prev. 760912) ☐ District Attorney and Public Defender (prev. 760914)
 Sub Acct: LCCRA11-825344 Sub Acct: DAPDRA11-825344

Project: _____ (Probation to complete)

☐ Local Law Enforcement Services (prev. 760913) ☐ Juvenile Justice (prev. 760911)
☐ Sub Acct: LLERA11-825380 (JJCPA) ☐ Sub Acct: JJRA2011-825380 (JJCPA)
☐ Sub Acct: LLERA11-825382 (JPA) ☐ Sub Acct: JJRA2011-825381 (Reentry)
☐ Sub Acct: LLERA11-825489 (YOBG) ☐ Sub Acct: JJRA2011-825489 (YOBG)
☐ Sub Acct: LLERA11-825381 (Reentry)

☐ Trial Court Security (prev. 760915) ☐ Local Innovation Subaccount (prev. 760910)
 Sub Acct: TRCTRA11-825344 Sub Acct: LIRA2011-825344

Amount of Funding Requested:

Salaries and Benefits – 1000 Series: \$ _____
 Services and Supplies – 2000 Series: \$ _____
 Other Charges – 3000 Series: \$ _____
 Fixed Assets – 4000 Series: \$ _____
 Transfers/Reimbursements – 5000 Series: \$ _____
 Other - Description: \$ _____
Total Claim: \$ _____

By signing the following I understand that this claim form requires a separation of the total claim by budget series and the Department shall maintain auditable records that clearly demonstrate funds were utilized for the purposes as intended according to State law as it relates to the 2011 realignment. The State Realignment Claim Form shall be submitted on a one-to-one ratio for each County Budget Unit by each Account/Sub-account. All claims are to be submitted and reviewed on a quarterly basis.

By: _____
 Department Head (Print) Signature

Chief Probation Officer: (When required by Statute)
☐ Agree ☐ Disagree ☐ Request Supplemental Information CPO Initials: _____

AMOUNT APPROVED FOR PAYMENT: \$ CPO Initials: _____

Reason for Adjustment (if any): _____

Chief Executive Officer:
☐ Agree ☐ Disagree ☐ Request Supplemental Information CEO/Budget Officer Initials: _____

Auditor-Controller:
☐ Agree ☐ Disagree ☐ Request Supplemental Information Auditor-Controller Initials: _____
 Pre-Claim Balance: \$ _____ Post-Claim Balance: \$ _____

County of Mendocino

V. 11/2025

AB109 Budget and Funding Status - FY2025-26
Community Corrections Partnership Funds
Account LCCRA11
As of 9/30/25

	Budget	Actual Expenditures					Remaining Balance	% used
		Q1	Q2	Q3	Q4	Total		
Probation - 5.0 DPO II	682,095.00	146,410.46				146,410.46	535,684.54	21%
Probation - 1.0 DPO II - PTR	136,419.00	28,856.66				28,856.66	107,562.34	21%
Probation - .50 DPO III	83,779.00	18,418.77				18,418.77	65,360.23	22%
Probation - .50 SDPO	93,050.00	19,385.06				19,385.06	73,664.94	21%
Probation - .50 Dept Anal II	85,767.00	18,300.07				18,300.07	67,466.93	21%
Probation - 1.0 Sr. Dept Analyst (Grants)	175,000.00	0.00				0.00		0%
Probation - .25 Probation Div Mgr	64,398.00	12,920.91				12,920.91	51,477.09	20%
Probation - 0.75 Legal Secretary	74,956.00	15,211.19				15,211.19	59,744.81	20%
Probation - 0.25 Legal Secretary - PTR	24,985.00	5,070.40				5,070.40	19,914.60	20%
Probation - 0.50 Probation Assistant	45,362.00	10,004.45				10,004.45	35,357.55	22%
Probation - Incentives & Sanctions	6,000.00	0.00				0.00	6,000.00	0%
Probation Department (Administration)	100,000.00	25,000.00				25,000.00	75,000.00	25%
Probation - Addit PTR personnel costs****	14,500.00	0.00				0.00	14,500.00	0%
Sheriff - 1.0 Corrections Sergeant	248,166.00	72,265.16				72,265.16	175,900.84	29%
Sheriff - 5.0 Corrections Deputies	907,867.00	245,156.75				245,156.75	662,710.25	27%
Sheriff - Parole Hold Reimbursement	250,000.00	62,500.00				62,500.00	187,500.00	25%
Sheriff - Electronic Monitoring	5,000.00	1,477.42				1,477.42	3,522.58	30%
Sheriff - 0.25 Re-Entry Program Mgr	52,617.00	11,903.28				11,903.28	40,713.72	23%
Sheriff - 1.50 Community Svcs Officer-Jail	166,802.00	0.00				0.00	166,802.00	0%
Sheriff - 1.0 Inmate Welfare Coordinator	140,219.00	31,024.17				31,024.17	109,194.83	22%
Sheriff - P/T Dep Sheriff TF Liaison****	60,000.00	0.00				0.00	60,000.00	0%
BHRS 1 FTE MH Clinician	155,165.00	29,541.30				29,541.30	125,623.70	19%
BHRS SUDT .25 Sr. Couns & .25 Couns II	83,788.00	20,685.93				20,685.93	63,102.07	25%
DA - .46 DDA IV	120,000.00	38,275.00				38,275.00	81,725.00	32%
Public Defender - 0.29 Legal Secretary	27,637.00	0.00				0.00	27,637.00	0%
Public Defender - 0.29 PD IV	72,363.00	0.00				0.00	72,363.00	0%
City of Ukiah - Police Officer	125,000.00	31,250.00				31,250.00	93,750.00	25%
GEO Reentry Services - Ukiah	514,859.00	85,809.74				85,809.74	429,049.26	17%
GEO Reentry-Facilities Expense	20,000.00	1,260.44				1,260.44	18,739.56	0%
Sober Living Environment (Provider TBD)	130,000.00	0.00				0.00	130,000.00	0%
MLAS Placement Services***	50,000.00	49,750.00						
Other	0.00	0.00				0.00	0.00	0%
Reserve Fund	0.00	0.00				0.00	0.00	0%
Contingency Fund*, **	3,274,847.00	0.00				0.00	3,274,847.00	0%
	7,990,641.00	980,477.16	0.00	0.00	0.00	930,727.16	6,834,913.84	12%

Recap of Community Corrections Trust Fund

Balance in LLCRA11	\$3,834,453.25
2025-2026 Community Corrections Funds (thru 10/31/25)**	647,023.35
2024-25 Growth Funds	0.00
2024-25 Base funds received after FY close	5,235.40
Local Innovation Subaccount	0.00
Funds to Reserve	0.00
Less Payments Shown Above	-980,477.16
Balance 9/30/25	\$3,506,234.84
 Est remaining funds to be received**	 3,528,387.65
 Est. Payments to be made	 3,517,566.84
Est. Balance 6/30/26	\$3,517,055.65

Reserve	
FY20-21	\$107,012.00
FY21-22	\$137,295.25
FY22-23	\$114,993.29
FY23-24	\$0.00
FY24-25	\$0.00
TOTAL	\$359,300.54

* Contingency Fund approved by BOS on 4/22/25 @ \$4,219,732. Growth Funds were not projected in original budget as these allocations are based on specific performance criteria. Until final calculations are distributed to counties, growth funds are not included in calculations. When growth funds are received, 10% will be distributed to the Local Innovation Subaccount and 15% will be placed in our Reserve. The remaining funds will be included in the Contingency Fund.

** Base funds projected at \$4,820,796 at time of BOS approval on 4/22/25. May Revise revenue projections decreased to \$4,175,411. Contingency Fund budget was reduced by \$645,385 due to this reduced projection.

***Budget modification approved at May 15, 2025 meeting to 1) Reimburse District Attorney's Office for MLAS contract costs up to \$50,000 for FY25-26; and 2) Fund a Sr. Dept Analyst up to \$175,000 per year for a 2-year grant administration pilot program. Contingency fund reduced by \$225,000.

**** Budget modification approved at August 14, 2025 meeting to 1) Reimburse Probation for additional PTR personnel costs in the amount of \$14,500 due to State cuts; and 2) Fund a part-time deputy sheriff for Task Force to act as liaison to Probation in the amount of \$60,000. Contingency fund reduced by \$74,500.

**Mendocino County AB109 Realignment
2025-26 Proposed Budget
Community Corrections Partnership Funds
March 13, 2025 - CCPEC Approved
April 22, 2025 - BOS Approved
May 15, 2025 - CCPEC Approved Amendment
August 14, 2025 - CPEC Approved Amendment**

	2025-26 Requested <u>Amount</u>	2025-26 Approved <u>Amount</u>
Funding Requests		
Probation Department-5.00 FTE DPO II	682,095	682,095
Probation Department-1.00 FTE DPO II - PTR	136,419	136,419
Probation Department-0.50 FTE Supervising DPO	93,050	93,050
Probation Department-0.50 FTE DPO III	83,779	83,779
Probation Department-0.50 FTE Department Analyst II	85,767	85,767
Probation Department-0.25 FTE Adult Division Manager	64,398	64,398
Probation Department-0.75 FTE Legal Secretary	74,956	74,956
Probation Department-0.25 FTE Legal Secretary - PTR	24,985	24,985
Probation Department-0.50 FTE Probation Assistant	45,362	45,362
Probation Department-Incentives & Sanctions	6,000	6,000
Probation Department-Planning (Administration)	100,000	100,000
<i>Probation Department-1.0 FTE Senior Department Analyst-Public Safety Grants*</i>		<i>175,000</i>
<i>Probation Department-Additional personnel costs for PTR costs due to State cut</i>		<i>14,500</i>
Sheriff's Office and Jail-1.0 FTE Corrections Sergeant	248,166	248,166
Sheriff's Office and Jail-5.0 FTE Corrections Deputies	907,867	907,867
Sheriff's Office and Jail-1.50 FTE Community Services Officer-Jail	166,802	166,802
Sheriff's Office and Jail-1.0 FTE Inmate Welfare Coordinator	140,219	140,219
Sheriff's Office and Jail-0.25 FTE Re-Entry Program Manager	52,617	52,617
Sheriff's Office and Jail-Parole Holds	250,000	250,000
Sheriff's Office and Jail-Home Monitoring Ankle Bracelets	5,000	5,000
<i>Sheriff's Office and Jail-Part-time Deputy Sheriff Task Force Liason to Probation</i>		<i>60,000</i>
BHRS 1 FTE MH Clinician II	155,165	155,165
BHRS .25 FTE Sr. Substance Abuse Couns & .25 FTE Substance Abuse Couns II	83,788	83,788
District Attorney - 0.46 FTE Deputy District Attorney IV	120,000	120,000
Public Defender - 0.29 FTE Legal Secretary	38,051	27,637
Public Defender - 0.29 FTE Deputy Public Defender IV	99,628	72,363
City of Ukiah - 1.0 FTE Police Officer	125,000	125,000
GEO Reentry Services-Ukiah	514,859	514,859
GEO Reentry Services-Janitorial/Utilities/Maintenance	20,000	20,000
Ford Street Sober Living Environment (Probation)	0	0
Ford Street Sober Living Environment (Public Defender)	0	0
Sober Living Environment - Placeholder for future contract	130,000	130,000
<i>Mendo-Lake Alternative Services Inc.-Community Service Placement & Monitoring*</i>		<i>50,000</i>
Reserve Fund	Additional Funds t	0
Contingency Fund	Approved Conting	3,920,232
Total	4,453,973	8,636,026

Preliminary AB 109 2025-26 Revenue Estimate

Estimated 2025-26 Base Revenue	4,820,796	4,820,796
Planning (Administration) Funds	0	0
Total Estimated Revenue	4,820,796	4,820,796
Estimated Growth Fund Revenue (90%)	0	0
15% of Growth to Reserve	0	0
Estimated Carryover from Prior Year	3,815,230	3,815,230
	3,815,230	3,815,230
Estimated Total Funds Available for Programs	8,636,026	8,636,026
Excess (Shortage)	4,182,053	0

* Budget modified 5-15-25 utilizing contingency funds

** Budget modified 8-14-25 utilizing contingency funds

Revenue (base and growth) estimates are based on the 2011 Realignment Estimate in the 2025-26 Governor's Budget released in January 2025 and the county percentage of .20973535 established by the Department of Finance. These figures are subject to change as the May Revision of the Governor's Budget is issued by the State.

MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP BYLAWS

November 13, 2025

I. CCP MEMBERSHIP

A. Composition

The Community Corrections Partnership, hereinafter CCP, of Mendocino County is chaired by the Chief Probation Officer and composed of the following membership:

The Presiding Judge of the Superior Court (or their designee)
The Chief Probation Officer
The CEO of the County (or a county supervisor or a designee of the board of supervisor)
The District Attorney
The Public Defender
The Sheriff
Chief of the Ukiah Police Department
Director of Behavioral Health and Recovery Services
Director of Social Services
Director of Human Resources
Superintendent of Mendocino County Office of Education (M.C.O.E.)
Representative of a Community Based Organization (CBO)
Representative of the interests of victims

The Executive Committee of the CCP is comprised of the following members:

The Presiding Judge of the Superior Court (or their designee)
The Chief Probation Officer
The District Attorney
The Public Defender
The Sheriff
Chief of the Ukiah Police Department
Director of Behavioral Health and Recovery Services

B. Vacancies

The occurrence of any of the following events shall cause a vacancy in a position on the CCP:

1. The member vacating their position for reasons to include, but not limited to, death, resignation, reassignment, retirement, termination, leave, etc.
2. Should a member suffer a prolonged illness or injury, the individual formally taking that member's place in their official capacity (interim, acting or permanent) shall have the same rights and responsibilities as the original member.

C. Compensation

Members of the CCP shall not receive a per diem for serving on this Board, nor shall they be entitled to reimbursement for expenses on behalf of the Partnership.

D. Officers and Staff

1. The Chief Probation Officer is the Chair of the CCP. The Chair shall preside over all meetings, and is a voting member of the Executive Committee. Should the Chair be unavailable for the meeting, the Assistant Chief Probation Officer shall chair the meeting. (Absent a designated alternate or proxy to vote in accordance with Section II.B-Conduct of Business, this individual shall only run the meeting but shall have no right to vote). If both the Chair and the Assistant Chief Probation Officer are absent, the members present shall elect a Chair pro tem for the meeting. Staff will take and prepare the minutes.
2. Members of the Probation Department shall serve as staff for the CCP. Staff shall prepare, post, and distribute agendas and other materials for meetings.

II. MEETINGS OF THE CCP

A. Quorum/Vote

1. A quorum shall consist of a majority of the members of the Executive Committee. Any vacant positions shall not be counted for the purpose of determining a quorum. All actions which require a vote of the Executive Committee shall occur when there is a quorum, or be tabled until the next meeting in which a quorum is available. Minority vote and comments shall be recorded.
2. Executive Committee members, their alternate, or their proxy, must be personally present to be counted for the purpose of determining a quorum and to vote on an agenda item.
3. A minimum vote of five Executive Committee members shall be required to approve utilization of reserve funds established by the CCP. Minority votes and comments shall be recorded.
4. While subject to change, the CCP is scheduled to meet quarterly in February, May, August and November at 12:00 p.m. 2 Special Meetings will be scheduled in March for Budget purposes. Additional meetings will be scheduled as needed to conduct business. The schedule of meetings for each calendar year shall be established at the last regular meeting of the calendar year for the following calendar year.
5. While subject to change, regular CCP meetings will be held in Conference Room C at the Mendocino County Administration Center. The Chief Probation Officer may designate another location as necessary to conduct business.

6. The Chair of the CCP may convene a special meeting. Written notice must be served at least 72 hours in advance for non-emergency purposes or 24 hours in advance for emergency purposes. Only items included in the written notice may be discussed or considered.
7. A meeting of the CCP shall also be considered a meeting of the CCP Executive Committee. The Executive Committee may meet at dates/times determined by the Chair and Executive Committee Members.

B. Conduct of Business

Business shall be conducted in accordance with the usual semi-formal procedures for a committee, with a motion, second, and vote. Members must be present to vote. However, an Executive Committee member may vote by alternate or proxy if one of the following requirements has been met:

- 1) Each Executive Committee member may designate, in writing provided to the Chairperson, an alternate member to represent the member at CCP meetings in the event the Executive Committee member is unable to attend a CCP meeting. When representing an Executive Committee member at a CCP meeting, the alternate member shall have the same voting power as a permanent member. The designation of alternate must be received at least 72 hours in advance of a meeting and will remain in effect until withdrawn by the Executive Committee member. Only one alternate member is permitted per Executive Committee member; OR,
- 2) If the Executive Committee member and their designated alternate (if one has been designated by the Executive Committee member) are both unable to attend a CCP meeting, an authority to vote by proxy is in writing; and 2) notice of the vote by proxy must be given at least 72 hours in advance of the meeting (i.e., by the time of the posting of the agenda). A vote by proxy is binding on the member of the Executive Committee and not subject to change by that member.

The voting authority for a designated alternate supersedes the voting authority of a proxy.

C. Brown Act

1. Meetings of the CCP shall be subject to the open meetings law for local legislative bodies, the Ralph M. Brown Act (Gov. Code sec. 54950 et seq).
2. As a statutorily created Committee, charged by law to develop a Realignment Plan that will recommend a county-wide programming plan for the realigned population, for consideration and adoption by the Board of Supervisors; said realignment plan previously adopted by the BOS; and responsible for presenting a budget to the BOS annually, the CCP shall, subject to change, meet quarterly in Conference Room C at the Mendocino County Administration Center or alternately at a location to be designated by the Chief Probation Officer as necessary. Refer to II.A.4 above.

3. The agenda for each regular meeting shall be posted in the glass case outside the main entrance of the County Administration Center located at 501 Low Gap Road, Ukiah at least 72 hours ahead of time, and will also be available on the Mendocino County Probation Department website at <https://www.mendocinocounty.org/government/probation/community-corrections-partnership>.
4. CCP meetings will be conducted in accordance with Public Health Guidelines and State and/or County policies, guidelines and/or regulations.

D. Public Comment

Time restrictions:

- a) The CCP shall include a separate public comment time on any agenda posted at least 72 hours ahead of time. This time shall be for comments by the public on items not on the agenda but within the CCP's jurisdiction. The public comment item shall be limited to three (3) minutes per speaker and to a total of fifteen (15) minutes for the item.
- b) CCP shall permit public comment on all agenda items before any Executive Committee vote on the item. Public comments on individual items shall be limited to three (3) minutes per speaker, and to a total of fifteen (15) minutes for the item.
- c) If it appears that all members of the public desiring to comment cannot be accommodated during the allotted times, the presiding officer may shorten the individual comment time, or may extend the time allotted for the item.

III. DUTIES OF THE CCP

- A. As noted above, the CCP, and specifically the Executive Committee, per statute, section 1230.1 of the Penal Code, shall recommend a local plan to the county Board of Supervisors for the implementation of the 2011 public safety realignment. (Said Plan previously adopted by the BOS.)
- B. Provide supervision and rehabilitative services for adult felony offenders subject to local supervision using evidence-based community corrections practices and programs, as defined in subdivision (d) of Section 1229 of the Penal Code.
- C. Consistent with local needs and resources, the plan may include recommendations to maximize the effective investment of criminal justice resources in evidence based correctional sanctions and programs, including, but not limited to, day reporting centers, electronic and GPS monitoring programs, pretrial release programs, victim restitution programs, counseling programs, community service programs, education programs, and work training programs.
- D. Identify and track specific outcome-based measures consistent with the goals of the 2011 public safety realignment.

- E. Designate 15% of annual Community Corrections Growth Funds received as reserve funds for the Community Corrections Partnership. Refer to II.A.2 regarding vote requirement for utilization of reserve funds.
- F. Annual Planning Funds provided by the State in the amount of \$100,000 (subject to annual State budget allocation) are allocated to the Probation Department for the development and submittal of the annual Community Corrections Partnership Plan, fiscal and administrative management of the CCP, preparing agendas and minutes, record keeping, reporting to various county departments including the Board of Supervisors, among other duties.

IV. BYLAWS AMENDMENTS AND MODIFICATIONS

These bylaws may be amended at any regularly scheduled CCP meeting. If approved by the Executive Committee, any action in response to the proposed change in the CCP bylaws becomes effective immediately.

V. TERMINATION OF CCP

At the present time, section 1230.1 of the Penal Code is in effect, and remains in effect until such time further legislation is enacted.

* These bylaws were amended and approved on the 4th day of December 2023 and updated on November 13, 2025, to reflect change to executive member for Ukiah Police Department.

Kim Turner, Presiding Judge Designee

Mick Hill, Public Defender

Izen Locatelli, Chief Probation Officer

Matthew Kendall, Sheriff

David Eyster, District Attorney

Tom Corning, City of Ukiah Chief of Police

Jenine Miller, Director of Behavioral Health
and Recovery Services



MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP)

MASTER MEETING SCHEDULE CALENDAR YEAR 2026

<u>DATE</u>	<u>MEETING TYPE</u>	<u>AGENDA ITEM HIGHLIGHTS*</u>
Thursday February 12, 2026	Regular Meeting	- Service Provider Annual Reports - Receive FY26-27 Budget Kickoff Information - Receive CBO programming and service proposals for FY26-27
Thursday March 12, 2026	Special Meeting	- Budget Workshop - Receive, review and approve Executive Committee members budget requests
Thursday March 19, 2026	Special Meeting	- Budget Workshop ** - Continued from prior meeting
Thursday May 21, 2026	Regular Meeting	
Thursday August 13, 2026	Regular Meeting	
Thursday November 12, 2026	Regular Meeting	

* Agenda Item Highlights are items of note in addition to agenda items of a routine basis. CCP members may request additional agenda items by submitting to the Chief Probation Officer or administrative designee at least 15 days prior to meeting date or during any scheduled meeting for an upcoming meeting.

** A 2nd Special Meeting-Budget Workshop may be scheduled at the conclusion of the March 12, 2026 Special Meeting-Budget Workshop if the CCP Executive Committee does not finalize the proposed FY2026-27 CCP Budget during the initial budget workshop. Subject to cancellation if budget approved at March 12, 2026 meeting.