



**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Item 4b) withdrawn.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

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.

None.



3. Consent Calendar

3a) **Approval of Minutes of May 15, 2025, Community Corrections Performance Incentive Fund (CCPIF) SB 678 Meeting**

Recommended Action:

Approve minutes of May 15, 2025, Community Corrections Performance Incentive Fund (CCPIF) SB 678 Meeting

Mick Hill, Public Defender, moved to approve the recommended action. Matthew Kendall, Sheriff, seconded the motion. Vote taken. Motion passes unanimously.

3b) **Approval of the CCP Executive Committee Meeting Minutes**

Recommended Action:

Approve minutes of May 15, 2025, CCP Executive Committee Meeting Minutes

Matthew Kendall, Sheriff, moved to approve the recommended action. Mick Hill, Public Defender, seconded the motion. Vote taken. Motion passes unanimously.

4. Community Corrections Partnership (CCP) and Member Matters

4a) **Receive Fiscal Update on AB109 Funding for FY2025-26; and, Provide Update on Projections for FY2025-26 Base Allocations and FY 2025-26 Growth**

Recommended Action:

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

Izen Locatelli and Cathy White, Probation, briefly provided an overview of projections for FY 2025-26 base allocations and growth. Izen Locatelli stated that the \$4,820,796 of projected base funds for FY2025-26 from the state's January estimates, which was utilized by the CCP in developing the FY2025-26 CCP budget, was updated in the May Revise to \$4,175,411. This represents a reduction of \$645,385, or 13.4%. Cathy reviewed the FY2024-25 funding status, noting we are still waiting for the final base fund distribution at the end of August, as well as two 4th quarter supplemental claims. Final year close-out will be presented at November 2025 meeting.

4b) **Approval 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.**

Recommended Action:



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:



Approve 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.

Matthew Kendall, Sheriff, summarized the request. Izen Locatelli, Probation, requested backup documentation regarding the claim amount prior to providing a signature of approval.

Mick Hill, Public Defender, motions to approve the recommended action. Izen Locatelli, Probation, seconds the motion. No further discussion held. Vote taken. Motion passes unanimously.

4e) Request Approval to Amend the Fiscal Year (FY) 2025-26 CCP Budget to Include an Additional \$14,500 in PTR Costs to Probation to Cover the Reduction Imposed by the State in the Fiscal Year 2025-26 Pretrial Services Funding Allocation to Mendocino County.

Recommended Action:

Approve to amend the fiscal year (FY) 2025-26 CCP budget to include an additional \$14,500 in PTR costs to probation to cover the reduction imposed by the state in the fiscal year 2025-26 pretrial services funding allocation to Mendocino County.

Izen Locatelli, Probation, summarized the request. Discussion on additional state-imposed reductions projected to triple in FY2026-27 and potential impact on CCP funding for PTR services.

Matthew Kendall, Sheriff, motioned to approve. Thomas Corning, Police, seconded the motion. Vote taken. Motion passed unanimously.

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

Recommended Action:

No action required.

Jennifer Cook, GEO, discusses the program graduation of 10-12 participants on September 9, 2025.

Deneese Parker, DSS, discusses the Cherry Street closure and where visits can take place since the closure.

Tom Corning, UPD, provided a staffing update indicating new staff starting over the next several months.



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.