



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

**Thursday, May 15, 2025
Mendocino County Administration Center
Conference Room C
501 Low Gap Road, Ukiah, CA 95482
12:15pm – 2:00 pm: Regular CCP Meeting**

For attendees attending by video or phone, you will be placed in the waiting room until the host adds you to the meeting.

Join by Video (Preferred):

<https://mendocinocounty.zoom.us/j/88031529507?pwd=cGljSk9DaGV1TDM3dGxUSkEraEhaQT09>

**Meeting ID: 880 3152 9507
Passcode: 614358**

Meeting call-in number: (669) 900-9128; Meeting ID: 880 3152 9507; Passcode: 614358

1. Call To Order: Meeting called to order at 12:16 p.m.

1a) Welcome

Izen Locatelli welcomes everyone to the regular CCP meeting.

1b) Introductions

**Izen Locatelli – Probation
David Eyster – District Attorney
Mick Hill – Public Defender
Jenine Miller – BHRS
Cathy White, Probation
Sarah Johnston, Probation
Rachel Ebel-Elliott, Social Services
Tony Marsh (zoom), Adventist Health
Jill Ales (zoom), AODP
Karen Lovato (zoom), BHRS**

**Thomas Corning – UPD
Kim Turner – Courts
Matthew Kendall – Sheriff
Katie Ford, Probation
Stacey Martin, Probation
Cherie Johnson, HR
Jennifer Cook, GEO
Dylan Knowles (zoom), EO
Jacque Williams (zoom), Ford St.**



1c) Additions or Corrections to Agenda

Item 4a) correction to the CCP budget amount. Should read as “...(CCP) Budget for Fiscal Year (FY) 2025-26 in the Amount of \$8,636,026...”

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 March 13, 2025, Special CCP Meeting–Budget Workshop

Recommended Action:

Approve minutes of the March 13, 2025, Special CCP Meeting-Budget Workshop

Kim Turner, Courts, move to approve the recommended action. Matthew Kendall, Sheriff, seconds the motion. Vote taken. Motion passes unanimously.

3b) Receive the CCP Data Element Update from Staff

Recommended Action:

No action Required.

Izen Locatelli, Probation, reminds everyone the Data Report is attached for all to review, and if any member would like to see any changes or additions to future data reports, to reach out to Bridgett Summers, Probation Department Analyst. No discussion held.

4. Community Corrections Partnership (CCP) and Member Matters

4a) Receive Update on Board of Supervisor’s Agenda Item on April 22, 2025 Requesting Approval of the Recommended Community Corrections Partnership (CCP) Budget for Fiscal Year (FY) 2025-26 in the Amount of \$8,636,026, Excluding Growth Funds; Authorization for the Chief Probation Officer to Update the Approved Budget by the Amount of Growth Funds Received, if any, Less Mandated Allocation to the Local Innovation Subaccount, by Designating the Funds as Contingency or



Reserve, and Authorization for the Chief Probation Officer to Implement the CCP Budget.

Recommended Action:

No action required.

Izen Locatelli, Probation, briefly summarizes the presentation made to the BOS and states the CCP Budget for FY 2025-26 was approved on April 22, 2025. No discussion held.

4b) Receive Fiscal Update on AB109 Funding for FY2024-25

Recommended Action:

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

Cathy White, Probation, briefly summarizes the quarterly update. No discussion held.

4c) Approval of Reallocation of Sheriff's CCP Approved Budget for FY2024-25 Decreasing Any Appropriated Remaining Budget after 4th Quarter Claiming in the Sheriff's Services Technician, Inmate Welfare Coordinator, and Ankle

Monitoring Line Items and Increasing the Parole Hold Line-Item Budget by Total Remainder to Fully Expend Sheriff's Overall CCP Budget

Recommended Action:

Approve the reallocation of the Sheriff's CCP approved but for FY2024-25 decreasing any appropriated remaining budget after 4th quarter claiming in the Sheriff's Services Technician, Inmate Welfare Coordinator and Ankle Monitoring line items and increasing the parole hold line-item budget by total remainder to fully expend Sheriff's overall CCP budget.

Matthew Kendall, Sheriff, summarizes the request for underutilized funds from the 3 identified FTE's to be reallocated to the parole hold line-item. He indicated he was also willing to have the funds reallocated to the 6.0 FTE Corrections Deputies line-time instead, as salaries are higher than anticipated.

Izen Locatelli, Probation, clarifies this is not an increase to the Sheriff's Office overall budget, and the exact amount will not be known until the 4th quarter claims are submitted.



David Eyster, District Attorney, states he would prefer the funds to be reallocated to the 6.0 FTE's rather than the parole holds. Brief discussion held.

Kim Turner, Courts, motions to approve the recommended action with the modification that the reallocation of any remaining budget be used to increase the Corrections Deputies line-item instead of the Parole Hold line-item. Mick Hill, Public Defender, seconds the motion. Vote taken. Motion passes unanimously.

4d) Approval of Request for Community Corrections Partnership (CCP) Funds to be Utilized to Fund District Attorney's FY2025-26 Agreement with Mendo-Lake Alternative Services Inc. (MLAS) to Provide Community Services Placement and Client Monitoring in an Amount Not to Exceed \$50,000 for FY2025-26; Amend the Approved FY2025-26 CCP Budget Accordingly

Recommended Action:

Approve request for Community Corrections Partnership (CCP) funds to be utilized for fund District Attorney's FY2025-26 Agreement with Mendo-Lake Alternative Services Inc. (MLAS) to provide Community Services Placement and Client Monitoring in an amount not to exceed \$50,000 for FY2025-26; amend the approved FY2025-26 CCP budget accordingly.

Izen Locatelli, Probation, briefly discusses MLAS. He would like to see the CCP take a more active role. Mick Hill, Public Defender, stated he would be willing to serve as a board member. David Eyster, District Attorney, clarifies his office will still hold the contract with MLAS. Brief discussion held.

Mick Hill, Public Defender, motions to approve the recommended action. David Eyster seconds the motion. Vote taken. Kim Turner, Courts, abstains. Motion passes.

4e) Review and Discuss the Recommendation to Implement a CCP Funded Two-Year Grant Administration Pilot Program for Public Safety Agencies in Mendocino County to Identify, Prepare/Write Grant Proposals, Prepare Grant Applications, Monitor Grant Implementation, Monitor and Analyze Expenditures to Ensure Compliance, Track all Revenues and Reconcile Grant Funds with Audit Information, and Prepare and Complete all Required Reporting for Public Safety Grants and Other Public Safety Funding



Opportunities: Direct the Probation Department to Develop and Implement a Program to be Staffed by 1 FTE Senior Department Analyst Position and Related Expenses at a Cost Not to Exceed \$175,000 per Year for Salary, Benefits and 10% Indirect Costs; Update CCP on Progress of Implementation on a Regular Basis; Update CCP Budget as Necessary

Recommended Action:

Approve the recommendation to implement a CCP funded two-year grant administration pilot program for public safety agencies in Mendocino County to identify, prepare/write grant proposals, prepare grant applications, monitor and analyze expenditures to ensure compliance, track all revenues and reconcile grant funds with Audit information, and prepare and complete all required reporting for public safety grants and other public safety funding opportunities; direct the Probation Department to develop and implement a program to be staffed by 1 FTE Senior Department Analyst position and related expenses at a cost not to exceed \$175,000 per year for salary, benefits and 10% indirect costs; update the CCP on progress of implementation on a regular basis; update the CCP budget as necessary.

Izen Locatelli, Probation, summarizes the request. David Eyster, District Attorney, and Kim Turner, Courts, both express concerns about the amount of work being too much for one person but agree it's a good concept. Discussion held.

David Eyster, District Attorney, motions to approve the recommended action. Matthew Kendall, Sheriff, seconds the motion. Vote taken. Kim Turner, Courts, abstains. Motion passes.

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

Recommended Action:

No action required.

Matthew Kendall, Sheriff, states they have an inmate at UC Davis Hospital, and they are unable to secure outside security. He is having to staff Deputies and incurring overtime costs. He may need to request some additional funds from CCP.

Jenine Miller, BHRS, states the new psychiatric hospital has some delays in construction. The new anticipated opening date is February 2026.

Kim Turner, Courts, states she has a new phone number. The Courts recently upgraded their phones, and a new updated list will be distributed. The groundbreaking ceremony for the new courthouse went well, and on track for Summer 2027 opening.



David Eyster, District Attorney, talked about his department budget being decreased \$200,000 by the BOS and those funds being allocated to the Fire Departments. He may need to access services offered by his department, as they are also down 6 attorneys.

Izen Locatelli, Probation, touched on some of the issues with Juvenile Probation in the state. He also makes the announcement that CCP meetings will no longer be available by zoom. Moving forward they will be in-person meetings only.

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.

None.

Adjournment: The next regular CCP meeting is scheduled for Thursday, August 14, 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 1:10 p.m.