

# Sonoma County Community Corrections Partnership

## FY 24-25 Public Safety Realignment Implementation Plan



# FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

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### CCP

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# FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

## EXECUTIVE SUMMARY

This document presents the Sonoma County Community Corrections Partnership's (CCP's) Public Safety Realignment Implementation Plan for fiscal year 24-25.

The CCP deliberated and approved this plan at its January 29, 2024, meeting following the January 10 release of the Governor's proposed FY 24-25 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. As codified at the July 29, 2024, CCP meeting, the box to the right shows the CCP's priorities and objectives.

This year the Governor's May Revised budget anticipated shortfalls in both FY 24-25 and 25-26. In response to an estimated \$44.9 billion budget shortfall for FY 24-25, the Legislature passed an early action package that reduced the budget shortfall by \$17.3 billion to \$27.6 billion, primarily by drawing on reserves but also through reductions, including eliminating Sonoma County's former \$150,000 annual allocation of CCP planning funding, eliminating funding provided to county probation departments for Post Release Community Supervision, and reducing Community Corrections Performance Incentives funding. The May revise projected lower revenues in FY 23-24 than previously expected, and projected FY 23-24 statewide growth (received in FY 24-25) plummeted from \$60.6 million as of the January 2024 to \$10.3 million in the May 2024 revise, and ultimately to \$0 when actual 23-24 statewide base fell short of target by \$12 million. This shortfall reduced Sonoma County's 23-24 base allocation by \$110,816 and eliminated estimated FY 23-24 growth (received in FY 24-25), resulting in Sonoma County's FY 24-25 total estimated CCP revenue being \$1.1 million less than in FY 23-24. The only other time base was not met was in FY 19-20. Offsetting reduced revenue was that the CCP's fund balance had grown to a FY 23-24 year-end amount of \$19.9 million, equivalent to 11 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 24-25, which, considering inflation expectations, increases FY 24-25 budgeted expenditures by \$1.7 million and creates a projected structural deficit of \$3.5 million per year.

### Sonoma County CCP Public Safety Realignment Implementation Plan

#### **Priorities: The CCP prioritizes programming as follows**

- Specifically for realigned offenders
- Clearly assists with County's criminal justice system overall but may not directly or exclusively impact AB109 offenders
- Provides ancillary benefits to criminal justice in Sonoma County

#### **Objectives: The CCP will support programs and services that**

- Reduce incarceration
- Promote racial equity
- Show evidence/promise to reduce recidivism
- Increase public safety
- Support behavioral health needs of clients
- Provide needed supports such as housing, job training, counseling, peer coaching
- Increase community re-engagement

## **FY 24-25 Sonoma County Public Safety Realignment Implementation Plan**

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 24-25 Plan.

### **FY 24-25 DEVELOPMENTS AND DECISIONS**

#### **Introduction**

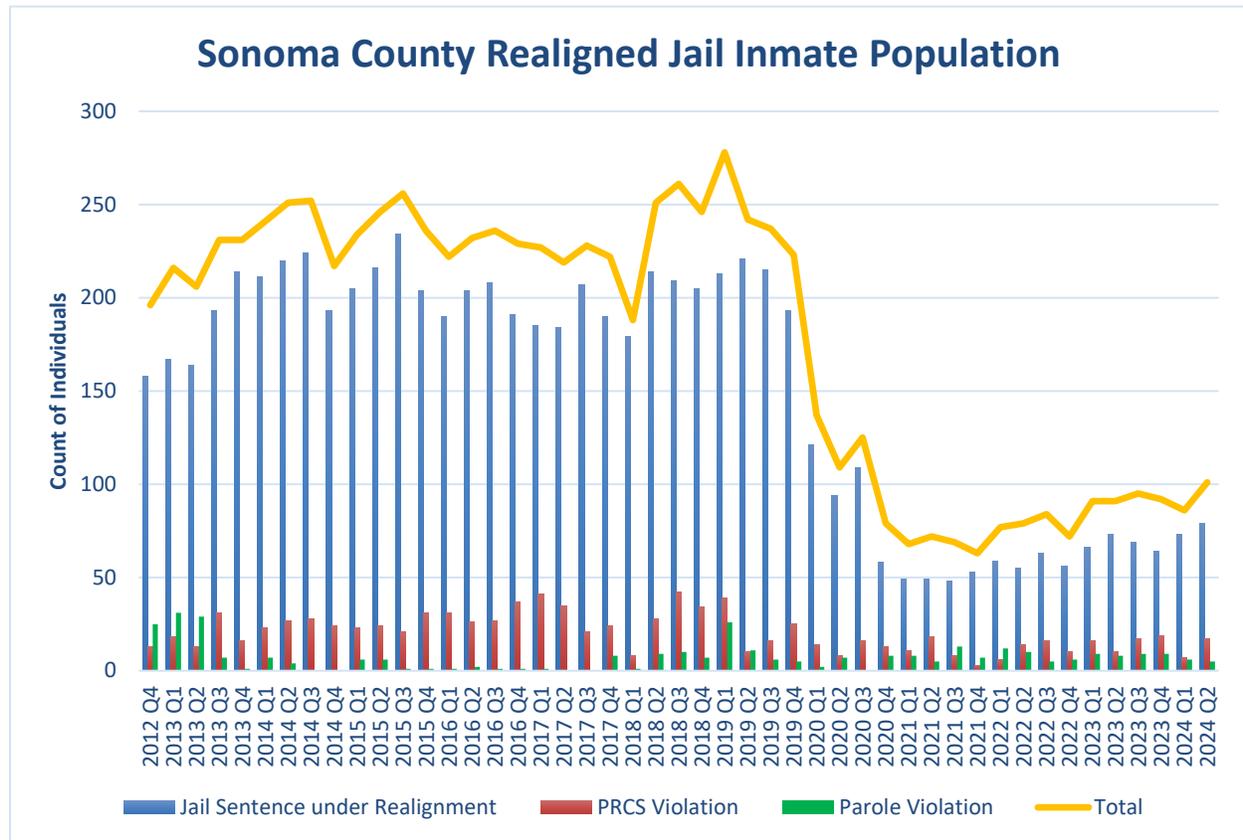
Assembly Bill 109, known as the 2011 Public Safety Realignment Act, is the cornerstone of California's legislative efforts to reduce adult prison populations and close the revolving door of justice system involvement for individuals convicted of less serious offenses. As described by the [Board of State 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 annually and invests in the Day Reporting Center and pretrial services, 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.

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

### Realigned Populations

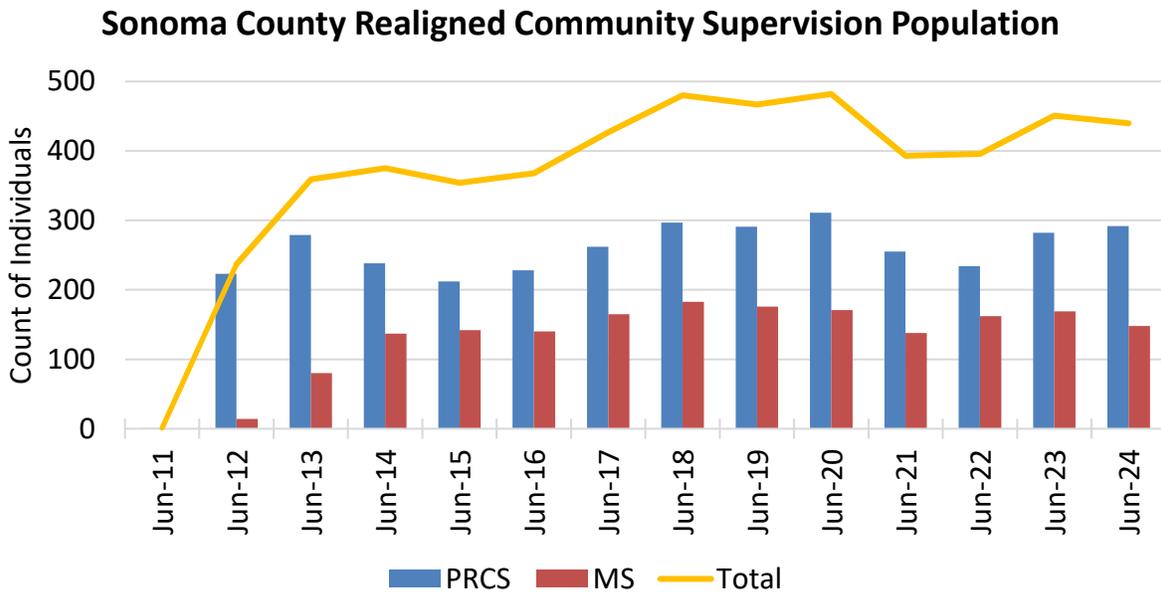
As of June 2024, the Sonoma County Sheriff’s Office and Probation Department supervise a combined 541 realigned individuals in the jail and community who formerly would have been supervised by the California Department of Corrections and Rehabilitation. Population levels in the jail, which reached a pandemic low of 63 realigned individuals, have increased to a current population of 101, or 13.7% of the 733 total inmates as of June 2024 (Figure 1).



**Figure 1: Sonoma County Realigned Jail Inmate Population**

As of June 2024, the number of individuals on community supervision had increased 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 recently as last year, pandemic-related guidelines and restrictions had eased, and more individuals were being supervised in the community. However, that has changed this year. Compared to 451 individuals supervised in June 2023, the Probation Department was supervising 440 individuals in June 2024, a 2% decrease (Figure 2).

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan



**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 programs<sup>1</sup>.

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, the May 2023, estimated statewide FY 23-24 base was \$1,957,712,700, which equals the FY 22-23 base (\$1,893,212,700) plus the estimated FY 22-23 growth<sup>2</sup> (\$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, and in FY 23-24 as pandemic era fiscal stimulus faded and consumer spending slowed. By comparison, FY 21-22 was a strong year for sales taxes, leading to record-high statewide growth funding of \$300,258,045 received in FY 22-23. Sonoma

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

<sup>2</sup> 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.

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

County's CCP received a modest 0.82% of this growth, or \$2,473,154<sup>3</sup> in FY 22-23. Estimated FY 23-24 state growth funding (received in FY 24-25) decreased by \$60.6 million in the January 2024 proposed budget to \$10.3 million in the May 2024 revised budget, and ultimately to \$0 when FY 23-24 sales tax receipts fell short of base, a dramatic reduction from state growth of \$71.4 million in the prior fiscal year. Sonoma County's resulting total projected FY 24-25 base revenues will be \$17.3 million, equal to FY 23-24 levels.

**Service Levels:** The CCP's FY 24-25 budget modestly increased the level of programming funded in FY 23-24. Beyond maintaining existing programs, the CCP increased funding in FY 24-25 to convert an extra-help Public Defender attorney position to allow a portion of that position to be filled by a full-time employee and expanded the capacity of the Pretrial Unit based on the increase in the population by adding a Probation Assistant position. New programs are discussed in detail below.

### New or Expanded Programs

**Public Defender's Office Attorney:** The Public Defender's Office has an extra-help attorney position and in February 2024 additional funding in the amount of \$44,652 was requested to allow a portion of that position to be filled by a full-time employee.

**Probation Expansion of Pretrial Program:** The Pretrial Program uses a validated risk assessment tool to determine an arrestee's likelihood of recidivism and failure to appear while on pretrial release. This approach is intended to maximize public safety by ensuring that the arrestees who present the greatest risk to public safety remain in custody, while those who present less risk are released on a leveled system of monitoring. The program's design targets risk factors instead of the long-standing and flawed practice of cash bail and creates a more equitable justice system for all.

In February 2024, Probation requested the addition of a Probation Assistant to the Pretrial Unit to expand capacity to conduct risk assessments and allow the probation officers to focus on monitoring clients released on pretrial. The expansion also creates additional insulation against the need for overtime, as the unit operates seven days a week, including holidays, and a sick call or vacation request has resulted in overtime to meet required timelines.

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<sup>3</sup> 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 may use to fund any activity that is otherwise allowable for any of the underlying accounts that fund the innovation subaccount.

## **FY 24-25 Sonoma County Public Safety Realignment Implementation Plan BUDGET AND PROGRAM OVERVIEW**

### **FY 24-25 Realignment Budget and Projection**

In FY 24-25, the CCP will receive a projected \$18,027,306 of revenue from the state, as follows:

1. CCP base funding of \$17,265,469,
2. District Attorney/Public Defender base funding of \$761,837,
3. Growth funding of \$0

Additionally, the CCP will carry over a projected \$19,942,794 in unspent prior year realignment funds. Compared to projected revenue, the CCP budgeted \$21,573,543 of expenditures, which if fully expended, would decrease the FY 24-25 year-end fund balance to \$16,396,556.

Figure 3 summarizes projected revenues, expenditures, and fund balances through FY 25-26 for the CCP and District Attorney/Public Defender funds combined. The projection assumes the approved mix of programming for FY 24-25 continues through FY 25-26, along with the following additional assumptions, all consistent with the actual FY 23-24 revenue received:

- FY 23-24 sales tax revenue fell short of FY 23-24 base by over \$12 million, resulting in a reduction in Sonoma County's CCP funding of \$106,133 and District Attorney/Public Defender funding of \$4,683. If FY 24-25 sales tax revenue exceeds FY 23-24 levels, backfill of the FY 23-24 base funding will occur. The projection set forth in this document anticipates this backfill occurring.
- The CCP receives no growth funding in FY 24-25 (attributable to FY 23-24)
- FY 25-26 base funding equals \$17,580,283 for the CCP, \$791,756 for the combined District Attorney/Public Defender fund, \$210,623 growth (attributable to FY 24-25), and \$26,927 in DA/PD growth combined. Total FY 25-26 CCP funding would be \$18,609,587.

### FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

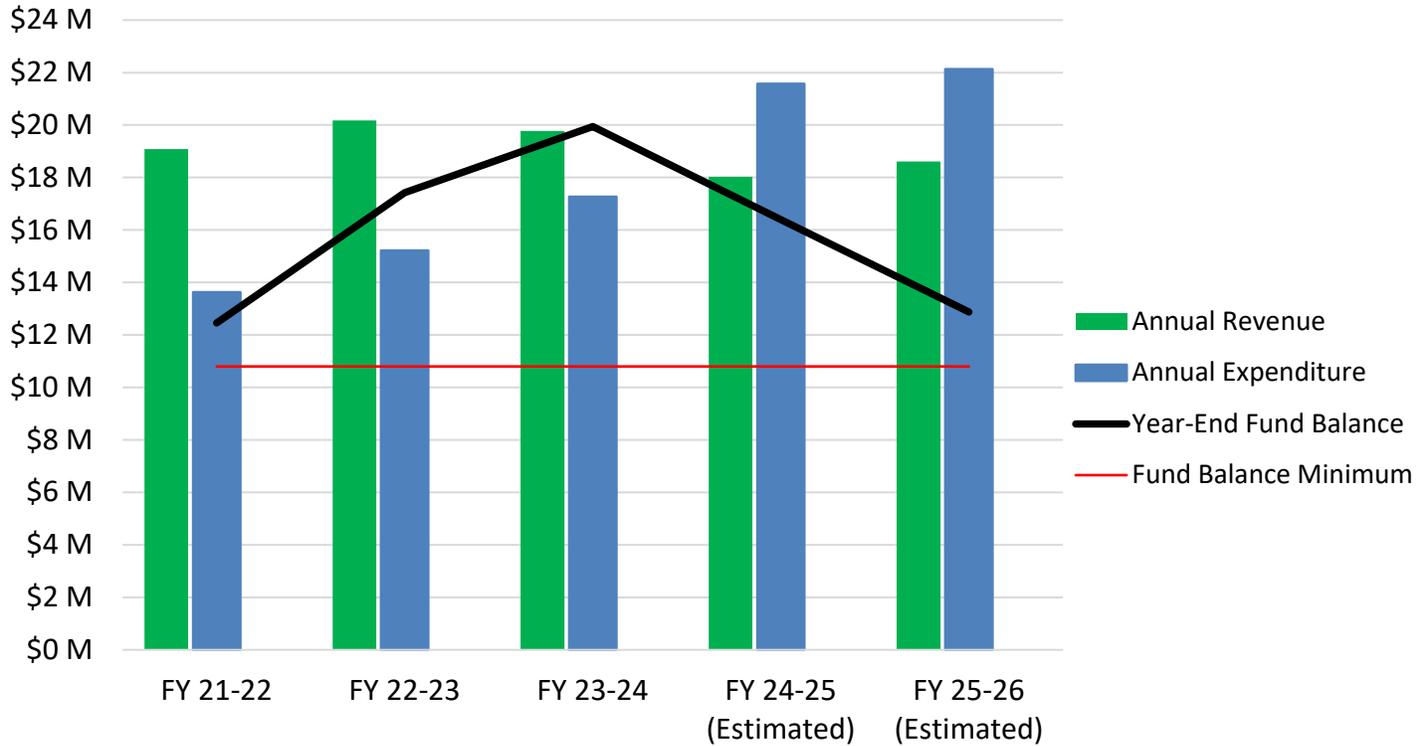


Figure 3: Sonoma County CCP and DA/PD Revenue and Expenditure (as of September 2024)

### Budget Changes between FY 23-24 and FY 24-25

Compared to FY 23-24, the overall FY 24-25 budget increased by 9% from \$19,810,739 to \$21,573,543. Net cost for continuing programs rose by \$1,573,821 or 8%. Expanded or added programs were discussed above under “New or Expanded Programs.” There were no reduced or eliminated programs from FY 23-24 to FY 24-25. Table 1 summarizes the year-over-year budget changes.

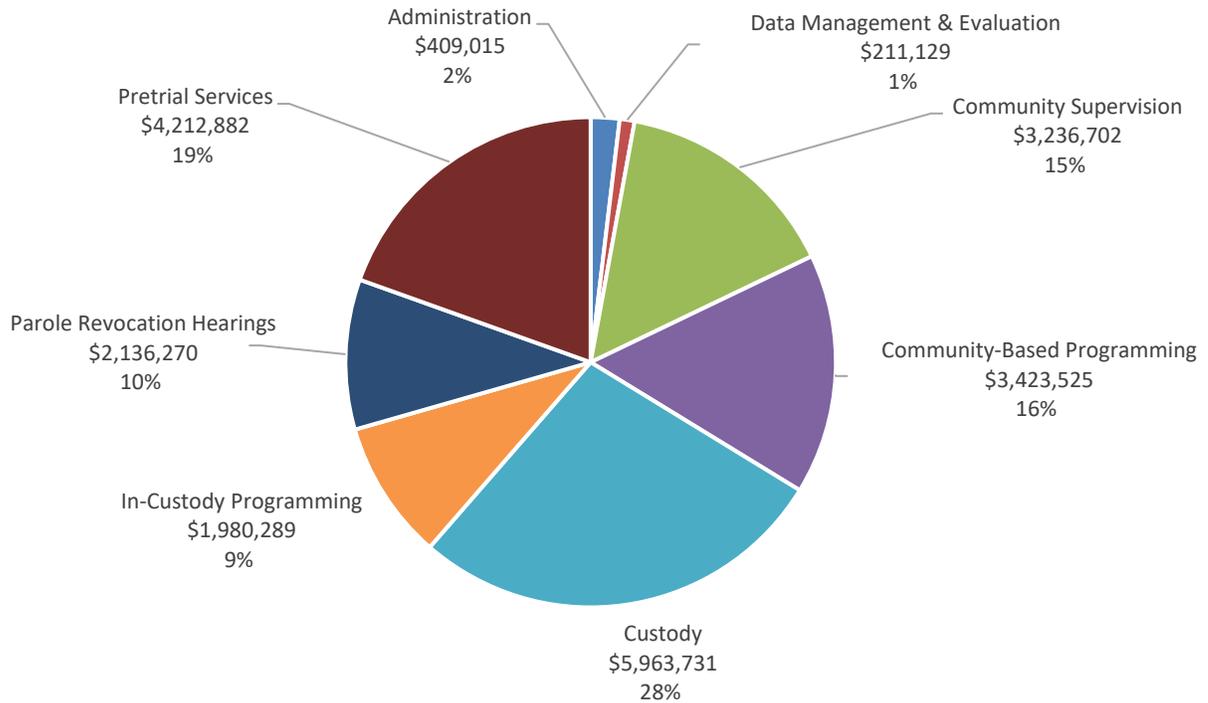
(a)	(b)	(c)	(d)	(e) = (a) + (b) + (c) + (d)
FY 23-24 CCP Approved	FY 24-25 Reduced or Eliminated Programs	FY 24-25 Expanded or Added Programs	FY 24-25 Net Changes for Continuing Programs	FY 24-25 CCP Approved
19,810,739	\$0	188,983	1,573,821	21,573,543

Table 1: Summary of Funding Changes from FY 23-24 to FY 24-25

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

### Major Program Overview

Figure 4 summarizes the CCP’s FY 24-25 budget itemized by eight major categories. Brief descriptions of each major category appear below Figure 4, while the next section, “Program Descriptions and Budgets,” provides program details.



**Figure 4: FY 24-25 CCP Budget by Major Program. Total Budget = \$21,573,543.**

- 1) Administration - \$409,015 (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 - \$211,129 (1% of total budget).** 0.5 FTE. Services to capture, analyze, and report data about realigned individuals.
- 3) Community Supervision - \$3,236,702 (15% of total budget).** 12.0 FTE. Supervision of realigned individuals.
- 4) Community-Based Programming - \$3,423,525 (16% 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 - \$5,963,731 (28% of total budget).** 18.0 FTE. Jail unit housing for realigned inmates.

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- 6) In-Custody Programming - \$1,980,289 (9% of total budget).** 1.0 FTE. Rehabilitative programming for realigned inmates.
  
- 7) Parole Revocation Hearings - \$2,136,270 (10% 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 - \$4,212,882 (19% of total budget).** 12.5 FTE. Provides risk assessments for individuals booked into jail and community-based monitoring of defendants awaiting trial.

# FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

## MAJOR PROGRAM DESCRIPTIONS AND BUDGETS

This section details the programs and services that compose the CCP's FY 24-25 budget. Appendices B and C provide line-item views of the budget by department and by major program.<sup>4</sup>

### Administration

The Administration major program area includes administrative, budgetary, and analytical support to the CCP. Table 2 summarizes the Administration budget, and the following subsections describe each program.

Department	Program Description	FTE	FY 24-25 Budget
Sheriff	Department Analyst	1.0	190,245
Probation	Department Analyst	1.0	208,770
County Counsel	Legal Support	-	10,000
<b>Administration Total</b>		<b>2.0</b>	<b>409,015</b>

**Table 2: Administration Budget**

#### Sheriff Department Analyst

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

#### Probation Department Analyst

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. This position also pursues and administers other funding sources, such as transitional housing, to leverage CCP investments.

#### Legal Support

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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<sup>4</sup> Position costs are generated from SC Labor and may vary based on benefits such as health case and retirement. Services and supplies costs include position-related services and supplies such as ISD, ERP, communications, County Counsel, Risk, office supplies, maintenance, etc.

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## Data Management & Evaluation

The Data Management major program area includes services to capture, analyze, and report data about realigned individuals. Table 3 summarizes the Data Management & Evaluation budget, and the following subsections describe each program.

Department	Program Description	FTE	FY 24-25 Budget
Probation	Business Systems Analyst	0.5	99,129
Probation	Evaluation Consultant	0.0	112,000
<b>Data Management &amp; Evaluation</b>	<b>Total</b>	<b>0.5</b>	<b>211,129</b>

**Table 3: Data Management Budget**

### **Business Systems Analyst**

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.

### **Evaluation Consultant**

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.

A multi-year evaluation with an external consultant was launched in FY 24-25. The CCP Data and Evaluation Subcommittee is the steering committee for the project, with major decisions referred to the CCP. This is a multi-year project that will include the following activities, prioritized by the CCP:

1. Local validation of the Static Risk Assessment and Offender Needs Assessment used for classification and case planning for people under Probation supervision;
2. Race and gender disparities analysis, comparing proportions of race and gender groups at key justice system decision points;
3. Examination of the effectiveness of electronic monitoring over time in supporting arrest-free behavior and court appearance;
4. Evaluation and planning to identify and address disparities related to race, gender, and mental health status in program engagement and outcomes;
5. Process and outcome evaluation of new substance use disorder services at Probation’s Day Reporting Center once the program has been in operation long enough to be evaluated; and
6. Implementation assessment of Probation’s behavior response system

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## Community Supervision

The Community Supervision major program area includes programs and services to supervise out-of-custody realigned individuals. Table 4 summarizes the Community Supervision budget, and the following subsections describe each program.

Department	Program Description	FTE	FY 24-25 Budget
Probation	AB 109 Supervision Unit	12.0	3,234,702
Probation	Stabilization Fund	-	2,000
<b>Community Supervision Total</b>		<b>12.0</b>	<b>3,236,702</b>

**Table 4: Community Supervision Budget**

### **AB 109 Supervision Unit**

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 incarcerations<sup>5</sup> as necessary for individuals who violate the terms of their supervision.

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. In Fiscal Year 23-24 Probation recorded 3,799 behavior-response events, 30% for violation behavior, and 70% for prosocial behavior.

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 July 1, 2024, 425 warrants have been cleared. 318 were cleared by arrest, 4 by self-surrender, and 34 by individuals scheduling themselves for a court appearance. The 69 remaining warrants were cleared by other means, including death or individuals sent to prison on a new charge. The warrant reengagement officer was

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<sup>5</sup> 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.

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

responsible for 131 (41%) of the apprehensions, either directly or indirectly with the assistance of law enforcement. A second warrant reengagement officer position was filled May 2024.

### **Stabilization Fund**

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

## **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 alternatives that can reduce incarceration time. Table 5 summarizes the Community-Based Programming budget, and the following subsections describe each program.

<b>Department</b>	<b>Program Description</b>	<b>FTE</b>	<b>FY 24-25 Budget</b>
<b>Sheriff</b>	Electronic Monitoring Contract	0.0	25,000
<b>Probation</b>	Day Reporting Center	8.0	1,307,269
<b>Probation</b>	Transitional Housing	0.0	395,842
<b>Health Services</b>	Community Mental Health Services	1.5	329,335
<b>Health Services</b>	Outpatient SUD at DRC Expansion	2.3	462,538
<b>Health Services</b>	SUD Contract Services	0.0	295,608
<b>Health Services</b>	Behavioral Health Clinician	1.0	266,640
<b>Human Services</b>	Employment & Eligibility Services	2.0	326,293
<b>Human Services</b>	General Assistance Subsidy	0.0	15,000
<b>Community-Based Programming</b>	<b>Total</b>	<b>14.8</b>	<b>3,423,525</b>

**Table 5: Out-of-Custody Programming and Detention Alternatives Budget**

### **Sheriff’s Office Electronic Monitoring Contract**

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 allocates 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 24-25.

### **Day Reporting Center**

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

## **FY 24-25 Sonoma County Public Safety Realignment Implementation Plan**

reduced recidivism. Operated 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. In FY 23-24 realigned individuals represented 33% of individuals served. CCP funding covers \$1,307,269, or 68% of the total DRC budget of \$1,915,379 for salaries, benefits, services and supplies. The Probation Department and Community Corrections Performance Incentive fund cover the remaining costs.

### **Transitional Housing**

A contractor provides 30 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 use recovery and benefits assistance programs. The over-arching goal of the program is to reduce recidivism and enhance public safety.

### **Community Behavioral Health Services**

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.

### **Outpatient Substance Use Disorder Services at DRC Expansion**

Provides individual and group substance use disorder treatment at the DRC. This includes costs for 2.0 FTE AODS counselor II's and .25 FTE clinical supervising staff as well as a portion of the DRC lease costs. As some services provided by this program will be eligible for Medi-Cal reimbursement, future costs will be reduced by any reimbursement through Medi-Cal. A projected 30% reimbursement rate is used in this calculation.

### **Substance Use Disorder Contract Services**

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.

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### 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.

### Employment and Eligibility Services

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.

### General Assistance Subsidy

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

## Custody

The Custody major program area includes programs needed to house realigned inmates in jail. Table 6 summarizes the Custody budget, and the following subsections describe each program.

Department	Program Description	FTE	FY 24-25 Budget
Sheriff	Correctional Deputies	12.0	2,934,623
Sheriff	Senior Detention Specialist	1.0	186,004
Sheriff	Detention Specialist	2.0	342,372
Sheriff	Detention Assistant	1.0	173,899
Sheriff	Cook	1.0	142,410
Sheriff	Transportation Deputy	1.0	286,105
Sheriff	Services and Supplies	0.0	341,176
Sheriff	Inmate Medical and Dental Services	0.0	1,374,874
Sheriff	Vandalism	0.0	28,941
Sheriff	Catastrophic/HIV meds/Extra Nursing		53,327
Sheriff	Jail Unit 2	0.0	100,000
<b>Custody Total</b>		<b>18.0</b>	<b>5,963,731</b>

**Table 6: Custody Budget**

### Custody Personnel

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

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parole who violate the terms of their supervision. The CCP funds the portion of the facility’s personnel costs listed in Table 6.

### **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.

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

### **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.

## **In-Custody Programming**

The In-Custody Programming major program area includes programs and services to rehabilitate jail inmates. Table 7 summarizes the In-Custody Programming budget, and the following subsections describe each program.

<b>Department</b>	<b>Program Description</b>	<b>FTE</b>	<b>FY 24-25 Budget</b>
<b>Sheriff</b>	Jail Programs	0.0	165,000
<b>Sheriff</b>	Mental Health	0.0	866,249
<b>Sheriff</b>	SERT Training and Equipment	0.0	53,414
<b>Sheriff</b>	Substance Use Disorder Services	0.0	571,657
<b>Sheriff</b>	Program Sergeant	1.0	323,969
<b>In-Custody Programming Total</b>		<b>1.0</b>	<b>1,980,289</b>

**Table 7: In-Custody Programming Budget**

### **Jail Programs**

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.

### **Mental Health**

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

### **Specialized Emergency Response Team Training and Equipment**

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.

### **Substance Use Disorder Services**

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.

### **Program Sergeant**

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.

## **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 8 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

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total available parole revocation hearings funding (current year funding plus prior year carryover) and the CCP's approved budget.

Department	Program Description	FTE	FY24-25 Budget
District Attorney	Case Prosecution	1.0	341,436
District Attorney	Legal Processor	1.0	152,186
District Attorney	Victim Advocate	1.0	154,617
District Attorney	Post-Conviction Relief Attorney	1.0	375,746
Public Defender	Attorney	1.0	296,579
Public Defender	Investigator	0.5	86,717
Public Defender	Legal Secretary	1.0	121,975
Public Defender	Interpreter/Translator II	1.0	87,333
Public Defender	Social Worker	1.0	190,848
Public Defender	Post-Conviction Relief Attorney	1.0	328,835
<b>Parole Revocation Hearings Total</b>		<b>9.5</b>	<b>2,136,270</b>

**Table 8: Parole Revocation Hearings Budget**

### **District Attorney Case Prosecution**

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.

### **District Attorney Legal Processor**

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.

### **District Attorney Victim Advocate**

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.

### **District Attorney Post-Conviction Relief Attorney:**

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

## **FY 24-25 Sonoma County Public Safety Realignment Implementation Plan**

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.

### **Public Defender Attorney**

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.

### **Public Defender Investigator**

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.

### **Public Defender Legal Secretary**

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

### **Public Defender Interpreter/Translator**

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.

### **Public Defender Social Worker**

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

### **Public Defender Post-Conviction Relief Attorney**

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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.

### Pretrial Services

Pretrial services benefit the criminal justice system by reducing unnecessary incarceration and safeguarding the community. Table 9 summarizes the Pretrial Services budget, and the following subsections describe each program.

Department	Program Description	FTE	FY 24-25 Budget
Probation	Pretrial Monitoring	10.8	3,357,727
Probation	Probation Assistant	1.0	144,331
Probation	Pretrial Housing and Case Mgmt	0.0	535,500
Health Services	Pretrial Clinical Services	0.8	175,324
<b>Pretrial Services Total</b>		<b>12.5</b>	<b>4,212,882</b>

**Table 9: Pretrial Services Budget**

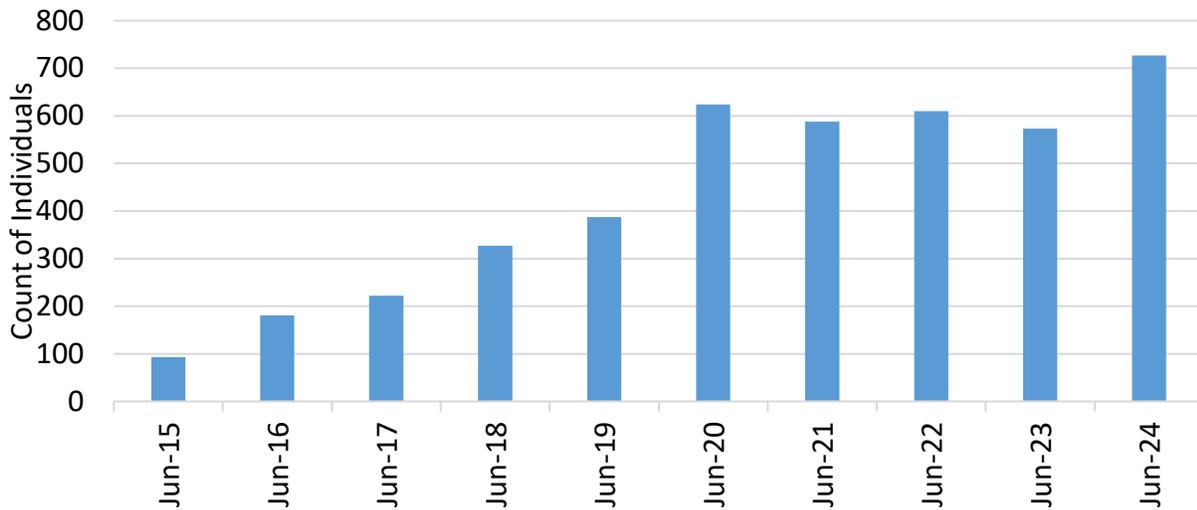
#### Pretrial Monitoring

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 monitoring, and data collection and reporting.

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 ranged from 588 to 727 when annually comparing populations in June (Figure 5).

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### Sonoma County Pretrial Population



**Figure 5: Individuals on Pretrial Release on June 30 of Each Year (June 2024)**

Table 10 below 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. The Judicial Council of California distributed a Pretrial Pilot Final Report to legislature on July 23, 2023, as required by the Budget Act of 2019. The report showed the state average of failure to appear was 31%, while Sonoma County’s was 22%. Additionally, the state average for new crime rate was 34% while Sonoma County’s was 21%.

Pretrial Outcome	Number of Exits*	Percentage of Total Releases
No Failures to Appear	5,117	76%
No New Booking into Custody	5,479	82%

\* Between 7/1/20 and 6/30/24, there were 6,706 pretrial program terminations, or exits. The two pretrial outcomes are not mutually exclusive; most exiting individuals were counted in both outcomes.

**Table 10: Pretrial Outcomes**

Of the 6,706 pretrial terminations since July 2020, 64% were misdemeanor charges, and 36% were felony charges. There were 1,065 arrests with a booking for new charges. Among the 6,706 terminations of Pretrial, about 13% were for non-violent charges and 2% were for violent charges. Sonoma County continuously evaluates program performance and publishes annual reports at <https://sonomacounty.ca.gov/justice-services/probation>.

### **Pretrial Housing and Case Management**

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 remainder of the year. For FY

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22-23, the CCP approved full-year funding contingent upon no other funding sources being located. Any secured alternative funding would supersede CCP funding<sup>6</sup>. 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.

### **Pretrial Clinical Services**

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

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<sup>6</sup> 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.

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

### APPENDIX A: MEMBERSHIP ROSTER AS OF JUNE 2024

#### 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	Ron Nelson	City of Sebastopol 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	Ron Nelson	City of Sebastopol 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	Andrew McLaughlin	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	Ron Haley	Sonoma County Office of Education Interim
Community-Based Organization	Melody Maguire	Outpatient Services Manager, Center Point Drug Abuse Alternatives Center

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

### APPENDIX B: FY 24-25 BUDGET BY DEPARTMENT<sup>7</sup>

Department	Major Program	Program Description	FTE	FY 24-25 Budget
Sheriff	Administration	Department Analyst	1.0	190,245
Sheriff	Community-Based Programming	Electronic Monitoring Contract	-	25,000
Sheriff	Custody	Correctional Deputies	12.0	2,934,623
Sheriff	Custody	Senior Detention Specialist	1.0	186,004
Sheriff	Custody	Detention Specialist	2.0	342,372
Sheriff	Custody	Detention Assistant	1.0	173,899
Sheriff	Custody	Cook	1.0	142,410
Sheriff	Custody	Transportation Deputy	1.0	286,105
Sheriff	Custody	Services and Supplies	-	341,176
Sheriff	Custody	Inmate Medical and Dental Services	-	1,374,874
Sheriff	Custody	Vandalism	-	28,941
Sheriff	Custody	Catastrophic/HIV meds/Extra Nursing	-	53,327
Sheriff	Custody	Jail Unit 2	-	100,000
Sheriff	In-Custody Programming	Jail Programs	-	165,000
Sheriff	In-Custody Programming	Mental Health	-	866,249
Sheriff	In-Custody Programming	SERT Training and Equipment	-	53,414
Sheriff	In-Custody Programming	Substance Use Disorder Services	-	571,657
Sheriff	In-Custody Programming	Program Sergeant	1.00	323,969
<b>Sheriff Total</b>			<b>20.0</b>	<b>8,159,265</b>
Probation	Administration	Department Analyst	1.0	208,770
Probation	Community Supervision	AB 109 Supervision Unit	12.0	3,234,702
Probation	Community Supervision	Stabilization Fund	-	2,000
Probation	Community-Based Programming	Day Reporting Center	8.0	1,307,269
Probation	Community-Based Programming	Transitional Housing	-	395,842
Probation	Data Management & Evaluation	Business Systems Analyst	0.5	99,129
Probation	Data Management & Evaluation	Evaluation Consultant	0.0	112,000
Probation	Pretrial Services	Pretrial Monitoring	10.8	3,357,727
Probation	Pretrial Services	Probation Assistant	1.0	144,331
Probation	Pretrial Services	Pretrial Housing and Case Management		535,500
<b>Probation Total</b>			<b>33.3</b>	<b>9,397,271</b>
Health Services	Community-Based Programming	Community Mental Health Services	1.5	329,335
Health Services	Community-Based Programming	Outpatient SUD at DRC Expansion	2.3	462,538
Health Services	Community-Based Programming	SUD Contract Services	-	295,608
Health Services	Pretrial Services	Pretrial Clinical Services	0.8	175,324
Health Services	Community-Based Programming	Behavioral Health Clinician	1.0	266,640
<b>Health Services Total</b>			<b>5.5</b>	<b>1,529,445</b>

<sup>7</sup> Position costs are from SC Labor and may vary based on benefits such as health care and retirement.

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

				FY 24-25
Department	Major Program	Program Description	FTE	Budget
Human Services	Community-Based Programming	Employment & Eligibility Services	2.0	326,293
Human Services	Community-Based Programming	General Assistance Subsidy	-	15,000
<b>Human Services Total</b>			<b>2.0</b>	<b>341,293</b>
District Attorney	Parole Revocation Hearings	Case Prosecution	1.0	341,436
District Attorney	Parole Revocation Hearings	Legal Processor	1.0	152,186
District Attorney	Parole Revocation Hearings	Victim Advocate	1.0	154,617
District Attorney	Parole Revocation Hearings	Post-Conviction Relief Attorney	1.0	375,746
<b>District Attorney Total</b>			<b>4.0</b>	<b>1,023,984</b>
Public Defender	Parole Revocation Hearings	Attorney	1.0	296,579
Public Defender	Parole Revocation Hearings	Investigator	0.5	86,717
Public Defender	Parole Revocation Hearings	Legal Secretary	1.0	121,975
Public Defender	Parole Revocation Hearings	Interpreter/Translator II	1.0	87,333
Public Defender	Parole Revocation Hearings	Social Worker	1.0	190,848
Public Defender	Parole Revocation Hearings	Post-Conviction Relief Attorney	1.0	328,835
<b>Public Defender Total</b>			<b>5.5</b>	<b>1,112,286</b>
County Counsel	Administration	Legal Support	-	10,000
<b>County Counsel Total</b>				<b>10,000</b>
<b>Grand Total</b>			<b>70.3</b>	<b>21,573,543</b>

## FY 24-25 Sonoma County Public Safety Realignment Implementation Plan

### APPENDIX C: FY 24-25 BUDGET BY MAJOR PROGRAM

Major Program	Department	Program Description	FTE	FY 23-24 Budget
Administration	Sheriff	Department Analyst	1.0	190,245
Administration	Probation	Department Analyst	1.0	208,770
Administration	County Counsel	Legal Support	0.0	10,000
<b>Administration Total</b>			<b>2.00</b>	<b>409,015</b>
Community Supervision	Probation	AB 109 Supervision Unit	12.00	3,234,702
Community Supervision	Probation	Stabilization Fund	-	2,000
<b>Community Supervision Total</b>			<b>12.00</b>	<b>3,236,702</b>
Community-Based Programming	Sheriff	Electronic Monitoring Contract	0.0	25,000
Community-Based Programming	Probation	Day Reporting Center	8.0	1,307,269
Community-Based Programming	Probation	Transitional Housing	0.0	395,842
Community-Based Programming	Health Services	Community Mental Health Services	1.5	329,335
Community-Based Programming	Health Services	Outpatient SUD at DRC Expansion	2.3	462,538
Community-Based Programming	Health Services	SUD Contract Services	0.0	295,608
Community-Based Programming	Health Services	Behavioral Health Clinician	1.0	266,640
Community-Based Programming	Human Services	Employment & Eligibility Services	2.0	326,293
Community-Based Programming	Human Services	General Assistance Subsidy	0.0	15,000
<b>Community-Based Programming Total</b>			<b>14.8</b>	<b>3,423,525</b>
Custody	Sheriff	Correctional Deputies	12.0	2,934,623
Custody	Sheriff	Senior Detention Specialist	1.0	186,004
Custody	Sheriff	Detention Specialist	2.0	342,372
Custody	Sheriff	Detention Assistant	1.0	173,899
Custody	Sheriff	Cook	1.0	142,410
Custody	Sheriff	Transportation Deputy	1.0	286,105
Custody	Sheriff	Services and Supplies	0.0	341,176
Custody	Sheriff	Inmate Medical and Dental Services	0.0	1,374,874
Custody	Sheriff	Vandalism	0.0	28,941
Custody	Sheriff	Catastrophic/HIV meds/Extra Nursing	0.0	53,327
Custody	Sheriff	Jail Unit 2	0.0	100,000
<b>Custody Total</b>			<b>18.0</b>	<b>5,963,731</b>
Data Management & Evaluation	Probation	Business Systems Analyst	0.5	99,129
Data Management & Evaluation	Probation	Evaluation Consultant	0.0	112,000
<b>Data Management &amp; Evaluation Total</b>			<b>0.5</b>	<b>211,129</b>

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Major Program	Department	Program Description	FTE	FY 23-24 Budget
In-Custody Programming	Sheriff	Jail Programs	0.0	165,000
In-Custody Programming	Sheriff	Mental Health	0.0	866,249
In-Custody Programming	Sheriff	SERT Training and Equipment	0.0	53,414
In-Custody Programming	Sheriff	Substance Use Disorder Services	0.0	571,657
In-Custody Programming	Sheriff	Program Sergeant	1.0	323,969
<b>In-Custody Programming Total</b>			<b>1.0</b>	<b>1,980,289</b>
Parole Revocation Hearings	District Attorney	Case Prosecution	1.0	341,436
Parole Revocation Hearings	District Attorney	Legal Processor	1.0	152,186
Parole Revocation Hearings	District Attorney	Victim Advocate	1.0	154,617
Parole Revocation Hearings	District Attorney	Post-Conviction Relief Attorney	1.0	375,746
Parole Revocation Hearings	Public Defender	Attorney	1.0	296,579
Parole Revocation Hearings	Public Defender	Investigator	0.5	86,717
Parole Revocation Hearings	Public Defender	Legal Secretary	1.0	121,975
Parole Revocation Hearings	Public Defender	Interpreter/Translator II	1.0	87,333
Parole Revocation Hearings	Public Defender	Social Worker	1.0	190,848
Parole Revocation Hearings	Public Defender	Post-Conviction Relief Attorney	1.0	328,835
<b>Parole Revocation Hearings Total</b>			<b>9.5</b>	<b>2,136,270</b>
Pretrial Services	Probation	Pretrial Monitoring	10.8	3,357,727
Pretrial Services	Probation	Probation Assistant	1.0	144,331
Pretrial Services	Probation	Pretrial Housing and Case Management	0.0	535,500
Pretrial Services	Health Services	Pretrial Clinical Services	0.8	175,324
<b>Pretrial Services Total</b>			<b>12.5</b>	<b>4,212,882</b>
<b>Grand Total</b>			<b>70.3</b>	<b>\$21,573,543</b>

## 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"> <li>• Probation sends end-of-year budget results to CCP</li> <li>• CCP reviews previous year budget results</li> <li>• Probation drafts CCP Plan and distributes for CCP review</li> </ul>
August	<ul style="list-style-type: none"> <li>• CCP members send their Plan edits to Probation</li> <li>• Probation incorporates members’ edits and distributes updated draft to CCP</li> <li>• CCP reviews and votes on Plan at CCP meeting</li> <li>• Probation submits Plan for Board approval</li> </ul>
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 if funding is made available. Funding was eliminated in FY24/25.
December	<ul style="list-style-type: none"> <li>• CCP discusses funding priorities</li> <li>• Probation submits the CCP Plan and annual survey to the Board of State and Community Corrections if funding is made available. Funding was eliminated in FY24/25.</li> </ul>
January	<ul style="list-style-type: none"> <li>• Departments submit current year expenditure estimates and following year budget requests to Probation</li> <li>• CCP reviews Governor’s proposed budget</li> <li>• CCP reviews and discusses following year budget requests</li> <li>• CCP approves following year budget</li> </ul>
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 expenditures<sup>8</sup>. 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

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<sup>8</sup> 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 minimum of \$10.8 million, amounting to roughly six months of fund balance in FY 24-25. In considering expenditures that might push the CCP's fund balance below this threshold level, would require a concurrent plan and replenishment schedule to restore the minimum balance.