



A Tradition of Stewardship
A Commitment to Service

**Napa County Probation
Administration**

1125 Third Street 2nd Floor
Napa, CA 94559
www.countyofnapa.org/probation

Main: (707) 253-4431
Fax: (707) 245-4178

Amanda Gibbs
Chief Probation Officer

REGULAR MEETING

NAPA COUNTY COMMUNITY CORRECTIONS PARTNERSHIP AND EXECUTIVE COMMITTEE

Thursday **November 09, 2023** 12:15 PM

**LOCATION: NAPA COUNTY HALL OF JUSTICE
1125 THIRD STREET, 2ND FLOOR,
NAPA PROBATION CONFERENCE ROOM**

The Community Corrections Partnership and Executive Committee will hold its regular scheduled meeting on November 09, 2023 at 12:15. Time for public commentary on items not on the Agenda will be provided. Time limitations for individual comments may be set at the discretion of the Chair.

All materials relating to an agenda item for an open session of a Regular or Special meeting of the Napa County Community Corrections Partnership and Executive Committee (CCP) are provided to a majority or all of the CCP members, or the public within 24 hours of, but prior to the meeting will be available for public inspection, on and after at the time of such distribution, at the Napa County Probation Department, 212 Walnut Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the CCP members at the meeting will be available for public inspection at the public meeting if prepared by the members of the CCP or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

OPENING

1. CALL TO ORDER - WELCOME AND INTRODUCTIONS

2. PUBLIC COMMENT

Members of the public are welcome to make comment; however, any proposed action by a member of the public cannot be acted upon at this meeting but can be considered at a future meeting where the item is part of the noticed agenda.

3. MEETING MINUTES

Consider approving the September 14, 2023, Regular Meeting Minutes.

ITEMS FOR DISCUSSION

4. MEMBERSHIP UPDATE

Review application received for the Interested Citizen Representing Victims vacancy and make recommendation to the board.

5. CCP PLAN AND SURVEY

Review plan and survey due to the State on December 15, 2023.

6. REALIGNMENT DATA

Probation to present on realignment population data in Napa County.

7. BUDGET OVERVIEW

Review Fiscal Year 2022-2023 actual expenditures and 2023-2024 budget.

8. OPERATIONAL UPDATES

A. PRETRIAL – Report from Superior Court and the Probation department

B. JAIL POPULATION – Report from the Corrections Department on the current population

C. MENTAL HEALTH DIVERSION – Report from Health and Human Services Agency

D. STATUS OF REALIGNMENT FROM PARTNERS – Roundtable discussion from Members and Community Partners

9. OTHER ITEMS FOR DISCUSSION / FUTURE AGENDA ITEMS

ADJOURN



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REGULAR MEETING MINUTES

NAPA COUNTY COMMUNITY CORRECTIONS PARTNERSHIP AND EXECUTIVE COMMITTEE

THURSDAY

SEPTEMBER 14, 2023

12:15 PM

1. CALL TO ORDER - WELCOME AND INTRODUCTIONS

Call to Order at 12:22 pm.

Present: Ron Abernethy, Amanda Gibbs, Joelle Gallagher, Bob Fleshman, Oscar Ortiz, Cassandra Aslami, Barbara Nemko, Paul Gero, Craig Burch, Doug Parker, Ferlyn Buenafe, Anna Mata, Joe Longoria, Lauren Kenney.

Quorum present.

2. PUBLIC COMMENT

No Public comment at this time.

3. MEETING MINUTES

Consider approving the May 16, 2023, Special Meeting Minutes.

Motion: Ron Abernathy

Second: Barbara Nemko

Abstain: Oscar Ortiz

Motion carries.

4. MEMBERSHIP UPDATE

There are two vacancies at the moment. The first one is for a position that represents victims in our community. Although we received an application from the manager of victim witness, she withdrew it. The second vacancy is for a representative from a community-based organization. Karen Graff resigned from this position after receiving a promotion. We are currently accepting new applications to fill both openings.

5. UNIVERSITY OF CINCINNATI RESEARCH (UCCI)

To kick start this project the executive Director Mindy Smith and Lauren Kenney came on site and presented "What Works: EBP 101". This was an in-person session to establish the groundwork and foundation and discussing evidence-based practices and their components. It's an introduction to the characteristics of effective correctional programs and discusses what types of practices are most likely to succeed in improving justice outcomes. It also reviews the

latest research findings on effective correctional interventions, reviews the risk factors associated with crime and delinquency, emphasizes the importance of risk, need and responsivity principles. This session was also offered virtually in June and was recorded for those who could not attend.

In August we had the “what works 201” presentation and this provided an in-depth look at research behind the principles of effective intervention while also exploring how to translate these principles into practice.

There will be a transition into the Core Correctional Practices (CCP) Training and Coaching along with the Cognitive-Behavioral Interventions-Core Youth (CBI-CY). These trainings are geared toward direct service delivery to clients.

6. CORDICO WELLNESS APP (Action Item)

Consider approving agreement and recommend to the Board of Supervisors to authorize an extended one-year term for access to customized wellness apps developed for law enforcement. Our contract is set to expire in October. Cordico is a wellness app that includes resources/content to support law enforcement agencies. The contract, if approved, would be for \$40,000 annually.

Motion: Ron Abernathy to not renew contract, but find an alternative way to fund this.

Second: Oscar Ortiz

Motion Carries

7. CCP PLAN UPDATE

The CCP Plan is due to the Board of State Community Corrections on December 15, 2023. A copy of the plan was attached to the September agenda for review by members. If there are any changes or updates, please email Chief Gibbs. A draft will be provided for the CCP meeting in November.

8. TRAINING

There is approximately \$357,000 left in the training budget, after UCCI gets paid. Around \$3,000 was spent on Drug Court conference in the previous fiscal year. In December, we will apply for another \$100,000, which means that by January 2024, our balance will increase to about \$457,000.

We have previously provided CIT Training (Force Encounters Analysis: Understanding Human Performance during Critical Incidents based on science). This is STC and POST certified and it is a 3 day- 8hr training. Cost is \$375/student (postrate is \$125/day) plus the cost for travel. We would need at least 22 participants to hold it locally for our jurisdictions only and there's a cap of 27 Participants per class.

If there are any other training needs reach out to Chief Gibbs.

9. OPERATIONAL UPDATES

A. PRETRIAL – Report from Superior Court and the Probation Department

The Pretrial program has officers available seven days a week to assess individuals booked into the jail. These officers conduct interviews, provide information to the court, and monitor those released prior to sentencing. They also provide the terms/conditions of supervision

and monitor them for that period of time. We are submitting the plan for this fiscal year to Judicial Council. Initially, the pretrial program received a grant, however, that pilot is over, and the funding has decreased. We now require financial support from our department to continue with this program.

B. JAIL POPULATION – Report from the Corrections Department on the current population

No updates.

C. MENTAL HEALTH DIVERSION – Report from Health and Human Services Agency

There have been several meetings on Mental Health Diversion, and it's moving along. They have recently sent out the last edits for the workflow policy, which is currently under final review. At the moment, they are conducting different interviews for the required positions. One clinician has already been offered the role, and they are looking into other applications for the second one. The team is collaborating closely with the courts on the electronic submission of paperwork, and electronic workflow referrals.

D. STATUS OF REALIGNMENT FROM PARTNERS – Roundtable discussion from Members and Community Partners

Sheriffs: No updates.

CEO's Office: No updates.

Public Defender: No updates.

DA's Office: No updates.

HHSA: Archway Recovery Services is taking over the prior Center Point. The contract is going to the board for approval on September 26th. The purpose is to purchase Drug Medical Organized Delivery System services for substance use disorder treatment, specifically withdrawal management and short-term residential treatment services. The facility will have 10 withdrawal management beds and 25 residential beds.

There is a new mandate that requires all counties to have a 24/7 mobile response service operating by December 31 of this year. HHSA is currently negotiating with Crestwood to establish a team to respond to crises and provide support. This team will consist of two individuals available to answer to home settings, hospitals, and anywhere in the community where their services are needed. The mobile response team is expected to be up and running by the end of the year.

Courts: On October 1st, the court will announce the results of the judicial elections and the presiding judge who will start on January 1, 2024, as well as the assignments for that year. We are collaborating with child welfare services to organize a celebratory adoption day in honor of National Adoption and Permanency Month, which is scheduled for November 9th. This will be an in-person event where families will participate and carry out adoptions on-site.

On another collaborative note, we are providing some space to probation for their use. Currently, we are accommodating 9-10 people in our Juvenile Hall Court - this includes one

staff member who provides support during court sessions. Furthermore, we are preparing two additional spaces and a counter space in the criminal court building for probation-related post-court services.

Probation: Probation has moved the adult operations. The check-in is now on the first floor of the Hall of Justice. Adult investigations and legal clerks are in the Juvenile Courthouse. The Pretrial unit is in a classroom in the Juvenile Hall—the adult general supervision unit in our Juvenile Probation location. The AB109, sex offenders, and very high-risk population are at the re-entry facility. The board just approved a six-month agreement with the state for the re-entry facility. Currently, at re-entry is the jail, probation, and HHSA (alcohol & Drug, eligibility, and MH), and has recently added Housing and Homeless Services.

An update on mobile supervision: The vehicle has been ordered, and it will take 12-18 months to arrive; currently in the planning process.

Probation has another grant coming, which is the Office of Traffic Safety. They will be working on teamwork prevention models and working through the strategic plan, which involves community outreach, Juvenile Camp Program, training, and safety.

10. ADJOURN

Adjourned at 1:30 pm.

Application for Appointment to Board, Commission, Committee, Task Force or Position

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

Public Records Act

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

Form 700 Conflict of Interest Code

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

Which Boards would you like to apply for?

Napa County Community Corrections Partnership Executive Committee: Submitted

Category of Membership for Which You Are Applying

Interested Citizen Representing Victims

Profile

Alejandra

First Name

Mendieta-bedolla

Middle Initial
Last Name

alejandra.mendieta-bedolla@countyofnapa.org

Email Address

██████████.

Home Address

Suite or Apt

Napa

City

CA

State

94558

Postal Code

Which supervisorial district do you reside in? *

District 1

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

Business: (707) 299-1412

Primary Phone

Napa County District Attorney's
Office

Employer

Victim Services Coordinator

Job Title

Advocacy

Occupation

Education/Experience

BA in Communications 22 years of experience working on behalf of victims of crime (sexual assault, domestic violence, child and elder abuse), which include 14 years of advocacy work in Napa as part of NEWS, Domestic Violence and Sexual Assault Services. I have been certified by the State of California as a Crisis Counselor.

Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

Felix Bedolla Jr. / MHSA Project Manager at H&HSA

Resume

[Alejandra Mendieta_resume.docx](#)

Upload a Resume

Letter of Recommendation or Supplemental Attachments

Professional or occupational license, date of issue, and expiration including status

Domestic Violence/Sexual Assault Crisis Counselor. Certificate obtained in 2000. Current.

References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Paul Gero, Assistant District Attorney, 707 253-4138 Ana Baber, Supervisor District Attorney Investigator, 707 265-2339 Tracy Lamb, Executive Director at NEWS, 707 252-3687

Community Participation

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

Working on behalf of victims of crime has been a life-long passion for me. I have been fortunate to turn my passion into a career and have worked for 22 years on behalf of victims both in public and non-profit agencies. My 22 years of experience include working directly with victims of crime, many of whom have been involved in the Criminal Justice System. I can confidently say that I understand the needs of victims of crime, many of whom have been immigrants from different countries, which adds an additional perspective. I would be honored to be able to contribute to the Napa County Community Corrections Partnership Executive Committee by providing input from the perspective of victims of crime.

Nature of activity and community location

All of my positions as victim advocate, case manager, program manager and more recently Services Coordinator have been held at local agencies in Napa County: The Volunteer Center, NEWS and now at the Napa County DA's office.

Other County Board/Commission/Committee on Which You Serve/Have Served

This would be my first opportunity to serve.

Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)

None.

Electronic Signature Agreement

I meet the criteria required to serve in this position.

Yes No

I declare under penalty of perjury that the foregoing is true and correct.

Yes No

Please Agree with the Following Statement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I Agree

Electronic Signature (First M. Last)

Alejandra Mendieta-Bedolla

Date

10/13/2023

Alejandra Mendieta-Bedolla

██████████. Napa CA 94558

(██████████)

SKILLS

Excellent writing and reading skills in English and Spanish

Extensive experience as a public speaker and group facilitator

Leadership skills

Bilingual/biliterate in English and Spanish

Proficient in Microsoft Word, Power Point, Publisher and other Microsoft Office programs.

EDUCATION

Bachelor's Degree in Journalism and Mass Communication with an emphasis in writing from the college of Political and Social Sciences of the National Autonomous University of Mexico (UNAM), conferred in January 1995.

General Education, College of Sciences and Humanities, UNAM, Mexico City, Mexico.

RELEVANT WORK AND VOLUNTEER EXPERIENCE

Victim Services Coordinator

Napa County District Attorney's Office

January 24, 2022 - present

- Identify, evaluate, and prioritize the service needs for victims of crime through Napa County.
- Research and coordinate with existing community organizations that may serve as intake points for victims.
- Establish and maintain procedures for victim's service activities.
- Implement all program goals and objectives.
- Recruit, select, train and monitor staff and volunteers for victim services tasks.
- Supervise the performance of advocates and volunteers and asses their effectiveness.
- Represent the victim services program at a variety of meetings and functions.
- Serve as an informational resource to the community.
- Coordinate, evaluate and provide recommendations for victim services publicity efforts.
- Prepare press releases for victim services.
- Participate in public events.
- Speak with community groups and meet the community agencies involved in victim services.
- Coordinate trainings and public awareness/educational activities.
- Develop and maintain up-to-date referral information and materials for crime victims.
- Oversee ordering and distribution of printed materials.
- Make recommendations for program improvements.
- Maintain records, draft procedures, and prepare and submit reports.

Crisis Intervention Services Program Manager

NEWS, Domestic Violence and Sexual Assault Services

June 2019 – January 14, 2022

- Oversee the day-to-day access to crisis, safety and emergency services at NEWS.
- Provide training, orientation, workload assignments, and supervision to intake, support services staff, Napa Police Department Liaison advocate, and court advocates.
- Provide initial assessment of NEWS families and out of agency referrals around safety and immediate needs (i.e. police reports, protective orders, food, shelter, and other safety need needs)
- Authorize use of emergency funding (food/housing/incidentals).
- Ensure that appropriate in-house and outside referrals are made after initial intake.
- Provide individualized, client-driven, gender-specific, short term case management plans focused on improved health and safety.
- Provide education, advocacy and transportation to participants in order to facilitate access to public benefits such as Medical, Cal Fresh, Cash Assistance, and Social Security Benefits.
- Work closely with other community programs, such as Napa Valley Community Housing, City of Napa Housing Authority, Legal Aid Napa Valley, Clinic Ole, Napa County Drug and Alcohol services, etc.
- Serve as a contact person/liaison to Child Welfare, and other agencies making referrals to NEWS.
- Facilitate case management meetings within NEWS to ensure proper coordination of services.
- Maintain program records and statistics and collect data for monthly reports.
- Prepare monthly and quarterly reports as requested.

Safe Solutions Program Manager

NEWS – October 2008 to June 2019

- Coordinate the Safe Solutions Case Management Program.
- Conduct intake interviews with all prospective Safe Solutions participants.
- Provided crisis intervention to men and women in need.
- Train and supervise part-time intake staff.
- Provide initial assessment of NEWS families and out of agency referrals around safety and immediate needs (i.e. police reports, protective orders, food, shelter, and other safety need needs).
- Screen victims for co-occurring disorders and offer Safe Solutions Services as appropriate
- Provide case-specific referrals for treatment to address mental health and/or substance abuse issues.
- Make appropriate referrals to NEWS domestic violence and sexual assault support groups.
- Provide individualized client-driven gender-specific case management plans focused on improved health and safety.
- Assume primary case management responsibilities for all Safe Solutions Program participants, including but not limited to advocacy, counseling, crisis intervention, goal planning, financial sustainability, budgeting, and referrals
- Develop and maintain accurate and current case management plans.
- Maintain program records and statistics and collect data for monthly reports.
- Provide education, advocacy and transportation to Safe Solutions participants in order to facilitate access to public benefits such as MediCal, Cal Fresh, Cash Assistance, and Social Security Benefits.
- Periodically administer the Client Perception of Care Survey.
- Work closely with other community programs, such as Napa Valley Community Housing, City of Napa Housing Authority, Legal Aid Napa Valley, Clinic Ole, Napa County Drug and Alcohol services, etc.

- Serve as liaison between NEWS and the community to promote collaborative relationships with other agencies or organizations working with families exposed to domestic violence.
- Provide community education and advocacy specifically as it relates to issues of domestic violence and families in crisis.

Domestic Violence Response Team / Volunteer Coordinator

NEWS – January, 2008 – September, 2014

- Facilitated regular meetings to provide continued training, discussion of call out procedures, case conferencing and support to Domestic Violence Response Team (DVRT) volunteers.
- Gathered and tracked statistical data regarding clients who received immediate response and ensured follow up plans were provided.
- Held monthly face to face meetings with representatives of law enforcement, Queen of the Valley Medical Center, other victim service organizations including CPS to establish strong working relationships between agencies and developed protocol, cross training and referral procedures.
- Established a multidisciplinary Domestic Violence Task Force, which included maintaining a meeting calendar, confirming location, setting the agendas, and updating list of participants to establish goals and objectives and the implementation of an annual interagency domestic violence plan.
- Attended statewide DVRT trainings as needed.
- Provided monthly program reports to the Executive Director.
- Tracked grant requirements and ensured timelines were met.
- Provided community education and presentations regarding the DVRT program as well as other general outreach on the issue of domestic violence.
- Provided Board of Directors with periodic program reports.

Bilingual Eligibility Worker

Napa County Health and Human Services Agency. June, 2004 – December, 2008

- Performed interactive interviews to elicit eligibility information and identified need for public assistance programs and services.
- Analyzed financial and eligibility information to determine initial or continuing eligibility for aid programs.
- Explained regulations, rules, and policies to clients and apprised them of their rights, responsibilities and eligibility for participation.
- Ensure accuracy and completion of application and declaration forms.
- Resolved discrepancies by securing documentation, medical records and confirmation from other agencies.
- Read and interpreted computer printouts and information on computer screens.
- Prepared correspondence and reports.
- Organized caseload so that necessary case records and documents were processed and updated within specific time limits established by regulation and local policy.
- Translated and interpreted information from English into Spanish and vice versa.

Bilingual Victim Advocate/Statistical Staff for Sexual Assault Victim Services

Volunteer Center of Napa Valley, Napa, CA – January, 2001 to June, 2004

- Provided crisis intervention and follow up counseling to sexual assault survivors and significant others and made appropriate referrals for community services.

- Provided accompaniment to law enforcement, court, medical and other assault related appointments.
- Provided case status information to sexual assault survivors going through the criminal justice system.
- Tracked and recorded ongoing services provided to victims by program advocates, and maintained confidential records in accordance with OCJP guidelines and requirements.
- Assists victims of sexual assault applying for the California Victims of Crime Compensation Program.
- Participated in SAVS Community Education Program by giving Rape Prevention Education, Sexual Harassment, and Child Abuse Prevention presentations in Spanish to different community groups.

Administrative Assistant

“Yo Puedo Leer,” a Spanish Literacy Program of the Napa City-County Library.

July 2001 to October, 2001

- Tracked services provided by the program, as well as students records.
- Translated documents and curricula from English to Spanish.

“Conversamos” Workshop Facilitator / Trainer

Nuestra Esperanza, Latino Multi-Service Center, May 2001 to July 2002

- Facilitated parenting workshops.
- Trained other facilitators.

Advocate and Hotline Volunteer for Sexual Assault Victims Services

Volunteer Center of Napa Valley, November 2000 to January 2001

- Completed training in crisis intervention, legal proceedings, medical issues, cultural awareness and related topics.

Latino Youth Club Volunteer

Nuestra Esperanza, Latino Multi-Service Center, January 2000 to December, 2000

- Planned and facilitated activities such as group discussions, art projects, sports and dances for the Latino Youth Club.
- Assisted students with homework, online research and computer work.

Volunteer Community Worker

National Indigenous Institute, Mexico City, Mexico, December 1994 to July, 1995.

- Assisted indigenous Mixtec people in obtaining official documents, such as birth certificates, death certificates for themselves and their children.
- Assisted families in registering their children (ages 6-14) for school.
- Referred indigenous people to agencies such as literacy programs and health services.

Co-Editor of “Noti-Novidades”, a monthly in-house magazine

Cobre de Mexico, Inc, October 1993 to March, 1995.

- Covered and wrote about a wide variety of company activities such as safety and technical trainings related to the copper mining/refining process, employee incentive activities, employee recreational sports activities, and disaster/emergency simulations.
- Worked directly with the employees organizing company-sponsored employee religious pilgrimages and other social activities.
- Responsible for the layout, design, production and printing of the magazine.

Reporter

El Universal, Mexican National Journal, Mexico City, Mexico, January to October 1994.

- Visited different City neighborhoods and interviewed local residents about crime, public services and other community issues for articles related to public safety.

Editorial Assistant

Punto y Aparte Press, Mexico City, Mexico, April 1992 to July 1993.

- Proofreading; lay out, design and writing of various periodicals, publications and books.

INTERESTS

Strong interest in women's issues, equality, spirituality, ethnic studies and customs, social justice, healing, cultural awareness, social behavior, trauma recovery, wellness and personal growth; art, sculptural and functional ceramics, organic gardening, and environmental issues.

TRAININGS

Please see attached training certificates.

References are available upon request.

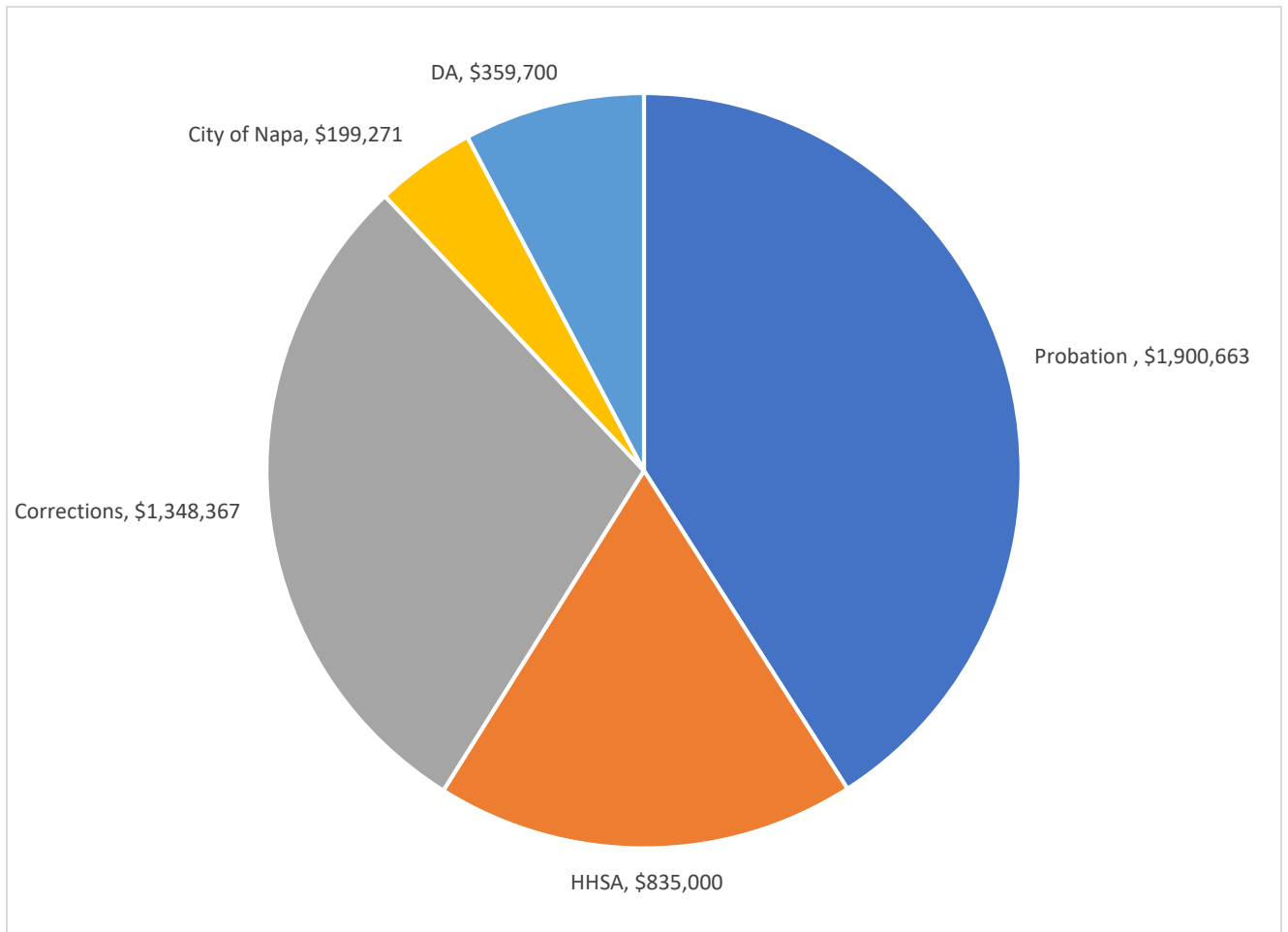
Community Corrections Budget (Fiscal Year 2023-24) and Actual Expenses (as of 11-6-2023)

Beginning Fund Balance (as of July 1, 2023): \$10,072,760

Current Available Fund Balance: \$11,375,809

Projected Ending Fund Balance: \$8,833,269

Actual Expenses Fiscal Year 2022-23: \$3,315,327



Budget For FY 2023-24	
Probation	\$1,900,663
HHSa	\$835,000
Corrections	\$1,348,367
City of Napa	\$199,271
DA	\$359,700
TOTAL	\$4,643,001