

# Yolo County Community Corrections Partnership

## Bylaws

### Article I – Authority

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The Community Corrections Partnership (CCP) and its composition is established by Penal Code section 1230; its Executive Committee (EC) by Penal Code section 1230.1 (b).

#### Background

SB 678 (chaptered on October 11, 2009) established a program to reduce the percentage of adult probationers sent to prison for probation failure. This bill added Penal Code section 1230, which established the Community Corrections Partnership (CCP) as an advisory body to Probation.

AB 109 (chaptered on April 4, 2011) and AB 117 (chaptered on June 30, 2011), known as the Public Safety Realignment Act of 2011, added Penal Code Section 1230.1, requiring that the local CCP develop and recommend a public safety realignment plan (CCP Strategic Plan) to the county Board of Supervisors “to maximize the effective investment of criminal justice resources in evidence-based correctional sanctions and programs[.]” It also established an Executive Committee of the local partnership as the voting authority within the CCP for the Strategic Plan.

### Article II – Mission, Goals & Purpose

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#### Sections A: Mission

The mission of the Yolo County Community Corrections Partnership is to protect the public by holding offenders accountable and providing opportunities that support victim and community restoration, offender rehabilitation and successful reintegration.

#### Section B: Goals

Goal 1: Ensure a safe environment for all residents and visitors by reducing and preventing local crime and reducing recidivism

Goal 2: Restore victims and the community and hold offenders accountable

Goal 3: Build offender competency and support community reintegration

#### Section C: Purpose

The principal purpose of the CCP is to develop and modify, as needed, the CCP Strategic Plan for implementation pursuant to the mandates of the Public Safety Realignment Act of 2011, which shifted custody and supervision of certain offenders from the prison system and parole to local authority.

### Article III – Membership

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#### Section A: CCP Composition

The CCP shall be chaired by the Chief Probation Officer and comprised of the following membership, as established by law:

- A. The presiding judge of the superior court, or his or her designee
- B. A county supervisor or the chief administrative officer or a designee of the board of supervisors

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- C. The district attorney
- D. The public defender
- E. The sheriff
- F. A chief of police (selected by the Yolo County Law Enforcement Agency Coordinating Council)
- G. The head of the county department of social services\*
- H. The head of the county department of mental health\*
- I. The head of the county department of employment\*
- J. The head of the county alcohol and substance abuse programs
- K. The head of the county office of education
- L. A representative from a community-based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense (selected by the [CCP Board of Supervisors](#))
- M. An individual who represents the interests of victims (selected by the CCP)

\* In Yolo County, these positions are consolidated with the position of Health and Human Services Agency (HHS) Director. For CCP and CCPEC purposes, the HHS Director shall hold a single seat allocated to these positions. If the Board of Supervisors directs (by ordinance) that these positions should be held separately, rather than by the HHS Director, this provision shall not apply and each position will be held separately and accorded the same participation, voting, and other rights that are available to all other CCP members.

### Section B: Vacancies

Whenever a vacancy occurs, the designated appointing authority will appoint a new member.

### Section C: Chair

The Chair of the CCP is the Chief Probation Officer of Yolo County, as required by Penal Code Section 1230. In instances when the Chair cannot attend a meeting, his/her designee shall serve as Chair.

### Section D: Alternates

Each member of the CCP present at a meeting will have one vote on CCP matters, with the exception of recommending a Strategic Plan to the Board of Supervisors as outlined below in Article IV, Section A. A CCP member may designate one alternate representative to participate in person and vote at meetings when the member is unable to attend. Designees must be identified in advance, in writing or e-mail to the CCP Chair.

### Section E: Quorum

A quorum is no less than a simple majority of the CCP members. As positions G, H, and I are consolidated, the voting membership of the CCP totals eleven (11). Alternates will be counted toward a quorum only in the absence of the principal member.

### Section F: Sub Committees

The CCP may establish sub committees, in adherence with the Brown Act, on either a permanent (standing) or temporary (ad-hoc) basis, to address specific issues or concerns.

## Article IV – Executive Committee

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### Section A: Executive Committee Purpose

Pursuant to Penal Code Section 1230.1(b), the Executive Committee is designated to vote to recommend the CCP Strategic Plan and any amendments thereto for final approval by the Board of Supervisors. Note: Pursuant to Penal Code section 1230.1, unless the Board of Supervisors rejects the plan by a 4/5<sup>th</sup> vote and remands it to the Executive Committee for further consideration, the plan is deemed approved.

### Section B: Executive Committee Membership

Pursuant to PC 1230.1 (b), the Executive Committee will be composed of 7 members, as follows:

1. Chief Probation Officer – Chair
2. Chief of Police
3. Sheriff
4. District Attorney
5. Public Defender
6. Superior Court Presiding Judge or his/her designee
7. Either the HNSA Director or the head of the Alcohol and Substance Abuse Program, as determined by the Board of Supervisors.

### Section C: Quorum

A quorum is no less than a simple majority of Executive Committee members. Alternates will be counted toward a quorum only in the absence of the principal member.

## Article V - Meetings

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### Section A: General

While subject to change, the CCP is scheduled to meet quarterly on the second Monday of January, April, July and October at 1:30 p.m. Additional meetings will be scheduled as needed to conduct business.

Notice of meetings will be posted on the CCP website located at [www.YoloCounty.org/CCP](http://www.YoloCounty.org/CCP) and as required by the Brown Act. A meeting of the CCP shall also be considered a meeting of the CCPEC.

### Section B: Public Comments

Individual speakers will be limited to three (3) minutes, subject to the authority of the Chair to establish different time limits in his or her sole discretion.

### Section C: Meeting Decorum

#### Limitations on Time

In the interest of facilitating the business of the CCP and the CCPEC, the Chair, in the exercise of reasonable discretion, may limit time used by each person in addressing the CCP and the CCPEC.

#### Determination of Disorderly Conduct

Demonstrations, including signage and applause, that are disruptive are prohibited during meetings.

In the event of obscene, indecent or profane language, remarks, or actions, the Chair shall immediately warn the presenter that continued use of such language or actions may cause the Chair to deny further presentation of information or material by the offending person.

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In the event any meeting is willfully interrupted as to render the orderly conduct of such meeting infeasible, the Chair may adjourn the meeting or direct offending participants to leave the room.

### Section D: Agenda

The agenda for CCP and Executive Committee meetings shall be prepared by CCP Analyst in the County Administrator's Office, and include matters that come before the CCP and the Executive Committee in the ordinary course of business or which are placed on the agenda by request of any member of the CCP.

### Section E: Action Items

State law provides the CCP and Executive Committee with overlapping authority on criminal justice issues that are described general in Penal Code sections 1228 through 1231. The Executive Committee alone, however, is vested with authority to develop and amend a plan for implementation of the 2011 public safety realignment. Accordingly, the full membership of the CCP shall have authority to vote on items presented for action with the exception of the following plan-related matters that are within the exclusive purview of the Executive Committee:

- Any revisions or other matters affecting the content of the plan referenced in Penal Code section 1230.1(a) (i.e., the CCP Strategic Plan); and
- Any budget or other recommendations provided to the Board of Supervisors regarding plan implementation.

If a majority of Executive Committee members present at a meeting agree that it is unclear whether an action item is within their exclusive purview, the item shall be voted upon by the full membership of the CCP.

## Article VI - Administrative

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### Section A: Parliamentary Authority

Rosenberg's Rules of Order shall govern all CCP meetings except in instances of conflict between the rules of order and these bylaws or provisions of state law, in which event the bylaws or provisions of state law shall govern

### Section B: Brown Act

Meetings of the CCP are deemed public meetings under the Brown Act.

### Section C: Consistency with State Law

In all respects, these bylaws are to be interpreted and applied in a manner consistent with state law, including but not limited to Penal Code sections 1230 and 1230.1. In the event conflict between these bylaws and state law, state law shall govern.

## Article VII: Bylaws Amendments and Modifications

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These bylaws may be amended at any official meeting by majority vote of the CCP. Any amendment of Section IV shall be effective only upon concurrence by a majority of the Executive Committee.