

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE

MINUTES OF THE **September 8, 2021** MEETING Meeting Conducted Via Microsoft Teams

MEMBERS AND ALTERNATES PRESENT

Chair Pro Tem: Chief Adolfo Gonzales, County Chief Probation Officer,
Vice Chair of CCJCC

Erika Anzoategui, County Alternate Public Defender
Roy Cervantes for Richard Llewellyn, Los Angeles City Administrative Officer
Peter Espinoza, Director, Office of Diversion and Reentry
*Xiomara Flores Holguin for Bobby Cagle, Director, County Department of Children and
Family Services
Ricardo Garcia, County Public Defender
*Mara Landay for Eric Garcetti, Mayor, City of Los Angeles
Robin Limon for Alex Villanueva, Sheriff
Jonathan Lucas, County Coroner – Chief Medical Examiner
Edward McIntyre for Jacki Bacharach, County Quality & Productivity Commission
Don Meredith for Franky Carrillo, Chair, County Probation Oversight Commission
*Todd Pelkey for George Gascón, District Attorney
Robert Philibosian, Peace Officers Association of Los Angeles County
Kris Pitcher for Michel Moore, Chief, Los Angeles Police Department
Karen Streich for Jonathan Sherin, Director, County Department of Mental Health
Susan Sullivan Pithey for Robert Bonta, California Attorney General
*Thida Van for Fesia Davenport, County Chief Executive Officer
Andrea Welsing for Barbara Ferrer, Director, County Department of Public Health
Norayr Zurabyan for Rodrigo Castro-Silva, County Counsel

***Not a designated alternate**

I. CALL TO ORDER / INTRODUCTIONS

Adolfo Gonzales, County Chief Probation Officer, Chair Pro Tem

The meeting was called to order at 12:04 p.m. by Chief Adolfo Gonzales, County Chief Probation Officer, Chair Pro Tem.

II. GENERAL PUBLIC COMMENT

There were no public comments.

III. APPROVAL OF THE MINUTES

Adolfo Gonzales, County Chief Probation Officer, Chair Pro Tem

There were no requests for revisions to the minutes of the July 14, 2021 meeting.

Los Angeles County Public Defender Ricardo Garcia made a motion to approve the minutes. This motion was seconded by Los Angeles County Alternate Public Defender Erika Anzoategui.

ACTION: The motion to approve the minutes of the July 14, 2021 meeting was approved without objection.

IV. EXECUTIVE DIRECTOR'S REPORT

Mark Delgado, Executive Director, Countywide Criminal Justice Coordination Committee (CCJCC)

Mark Delgado, Executive Director of the Countywide Criminal Justice Coordination Committee (CCJCC), presented an update on the Psychiatric Social Worker (PSW) program.

As background, CCJCC received a funding award from the California Department of Corrections and Rehabilitation (CDCR) to launch the PSW program. The funding agreement between CCJCC and CDCR provides \$1.5 million over a three-year period for the hiring of PSWs in the Public Defender's Office and Alternate Public Defender's Office.

The PSWs work cases and develop social history reports for eligible female clients that can support consideration of alternative sentencing options during the Court process. PSWs funded by CDCR are targeting cases with female defendants who are facing state prison commitments.

The Public Defender's Office began this program in September 2020 and the Alternate Public Defender's Office began three months later. The Public Defender's Office is funded for two PSWs and the Alternate Public Defender is funded for one PSW through this program.

The funding for the program may potentially be extended to allow for \$2.3 million over a five-year period.

Mr. Delgado introduced Dana Cherry, Mental Health Program Manager (MHPM) with the Public Defender's Office, and Carolee Matias, Mental Health Clinical Supervisor (MHCS) with the Alternate Public Defender's Office, to provide more information about the PSW program.

Within the Public Defender's Office, the program is referred to as Guiding Re-Entry of Women (GROW).

The referral process in the Public Defender's Office begins when the attorney completes a GROW Request for Assistance Form and emails this with a HIPPA release form to the MHPM for suitability assessment. The work request is then entered into the Office's electronic Client Case Management System (CCMS). Once approved, the GROW referral is assigned to a PSW.

The GROW team (PSW, Holistic Defense Attorney, and project manager) meet weekly to discuss referrals and begin services.

The referral process in the Alternate Public Defender's Office is similar, although a different electronic system (FileMaker) is used. The attorney completes a referral form through FileMaker; the form is sent to the MHCS, Division Chief, and specialty court attorney; the MHCS and the specialty court attorney determine case suitability, and the case is assigned to the PSW.

The MHCS and PSW meet weekly to discuss new referrals and begin services.

Other activity of the PSWs includes the following:

- Collaborate with the Deputy Public Defenders and Deputy Alternate Public Defenders to identify the psychosocial needs of the individuals represented by each office.
- Meet with clients, in or out of custody, to conduct psychosocial assessments, and develop and review treatment and disposition plans.
- Interview family members and others requested for purposes of assisting with disposition recommendations/reports and memos.
- Request and review records in order to develop clinical recommendations.
- Provide all necessary services, including wellness checks on clients in custody, client and family support, advocacy, consultation, linkage to services, and referrals.
- Attend Court to speak informally and formally on behalf of the client.
- Collaborate with the primary mental health/substance use provider, Probation, Public Defender Attorney, Alternate Public Defender Attorney, Deputy District Attorney, and judicial officers.
- Complete monthly statistics for CDCR grant.

Of 122¹ combined clients (92 with the Public Defender's Office and 30 with the Alternate Public Defender's Office), 76% are Black, Indigenous, and People of Color (BIPOC). In addition, 14% are LGBTQ and 60% are homeless.

Many of the clients also have substance use disorders (82%) and mental health issues (92%). Other vulnerability factors among the clients include being victims of domestic violence (44%), sexual abuse (49%), physical abuse as a child (43%), physical health issues (17%), and having been trafficked (11%).

At the CCJCC meeting on March 10th of this year, Ms. Cherry and Ms. Macias provided program statistics for the six-month point in the program. They provided updated 12-month data at today's meeting.

¹ 5 clients are not included.

The one-year program statistics indicate that, of a combined 126 clients that had been served by PSWs in the Public Defender's Office and Alternate Public Defender's Office, 56 cases were closed.

Of those 56 closed cases, 5 clients were released onto Probation, 4 were ordered time served, 13 were accepted into the Women's Reentry Court, 9 were accepted to the Office of Diversion and Reentry (ODR), 5 were released to a residential and/or housing program, 7 were released to a community-based substance abuse program, 3 were refused services/conflict, 7 received reduced sentences, 2 were admitted to a state hospital, and 15 received mental health diversion.

The time saved (of state prison time) as a result of the PSW program thus far amounts to 442 years, 10 months (142,749 days), with a cost avoidance to CDCR of \$27,977,890. The projected cost avoidance for the term (five years) of the program is \$140,000,000.

PowerPoint slides that were used for this presentation have been posted online at <http://ccjcc.lacounty.gov>.

ACTION: For information only.

V. INFORMATION SYSTEMS ADVISORY BOARD (ISAB)

Thomas Kooy, Executive Director, Information Systems Advisory Board (ISAB)

Thomas Kooy, Executive Director of the Information System Advisory Board (ISAB), presented on ISAB's strategic plan, concept of operations, and proposed revisions to the ISAB charter for CCJCC ratification.

ISAB is a standing subcommittee of CCJCC. Mr. Kooy was appointed as the Executive Director of ISAB at the end of November 2020.

Mr. Kooy reviewed the following aspects of ISAB's Strategic Plan:

Vision Statement

Ensure that the accuracy and value of criminal justice and public safety decisions are enhanced by the availability of comprehensive, timely, reliable, shared data and enterprise-wide information.

Mission Statement

To coordinate the development and implementation of integrated justice information solutions; to support the delivery of criminal justice and public safety by efficiently providing accessible and accurate information to provide informed decision-making to enhance management of justice programs.

ISAB Core Values, Core Competencies, Strategic Capacities, and Guiding Principles

Mr. Kooy discussed the following Core Values, Core Competencies, Strategic Capacities, and Guiding Principles of ISAB:

Values: Integrity; Collaboration; Trust and Respect; Leadership; Transparency; Commitment to Excellence; and Accountability and Responsibility.

Competencies: Justice Integration; Project/Program Coordination; Problem Solving; Justice Business Analysis; Solution Architecture; and Data Sharing Architecture Standards.

Strategic Capabilities: Technology; Governance; Business Relationship Management; and Business Domain Knowledge.

Guiding Principles: Justice First; Innovation; Results Oriented; Partnership; Security; Research and Advocacy; and Stewardship.

ISAB Strategic Plan Goals and Objectives

Mr. Kooy reviewed the following goals and objectives of ISAB's Strategic Plan:

- Justice Focus – Provide technology solutions to support enterprise Justice business processes and automation.
- Efficient Technology – Provide leadership and mentoring to develop an engaged and skilled Justice IT workforce to ensure long-term mission success.
- Service Delivery – Establish a model for continuous business process improvement that enables transparent, data-driven decisions and rapid delivery of high quality ISAB capabilities.
- Security – Empower ISAB and its partners to operate secure Justice solutions, keeping ahead of regulatory compliance requirements and evolving cyber threats.
- Governance – Improve the ISAB enterprise Justice community through the maturation of IT governance and accountability.

Mr. Kooy discussed ISAB's Strategic Alignment in which these goals and objectives align with countywide business goals; in particular, County goals, CIO goals, and CCJCC goals.

Concept of Operations (ConOps)

The Concept of Operations (ConOps) is a communication vehicle to inform all stakeholders of the intended uses and methods of support of processes, systems, or capabilities. The ConOps enables an early assessment of the fit of a solution in its

operational environment and its expected performance in achieving business goals and tasks.

ISAB ConOps establishes clear rules of engagement with ISAB and the processes for the submission, evaluation, approval, and prioritization of new projects, programs, initiatives and requests for internal consulting and other technology support and assistance, to include and support:

- Evaluation of Project Intake Criteria
- Monitoring and Measuring ISAB Portfolio
- Standardized Project Management
- ISAB Communication and Outreach

ISAB Project Portfolio Management (PPM)

Mr. Kooy discussed the following aspects of the ISAB Project Portfolio Management:

- Communicate CCJCC-ISAB functions and vision to departments and agencies (both internal and external to Los Angeles County and/or Countywide Criminal Justice Partners) and other justice communities of interest.
- Evaluate necessary components and processes so that sufficient project/program resources may be planned for and obtained.
- Identify and acquire funding necessary for approved ISAB initiatives.
- Enable enterprise portfolio management in order to:
 - Manage new project and initiative requests;
 - Balance the resources and workload across ISAB Portfolio projects and programs;
 - Provide prioritization guidance of work across the portfolio; and
 - Ensure that all projects and programs are appropriately aligned with strategic goals and the ISAB Roadmap.
- Provide a Project Management Office (PMO) to promulgate standards and best practice guidance around project management activities and mechanisms, including providing established and reusable constructs of project and program management.

ISAB PPM: Project Assessment - Intake

The essential goal of the Intake/Project Approval process and approval gates is for the PPM program to communicate to stakeholders it's goals in order to:

- Identify who has the authority to create a project.

- Identify how a new project is created, approved, and funded.
- Define the flow of the Project Approval or Gating Process.
- Describe the gates, the criteria for making approval decisions.
- Describe the role and the responsibilities of CCJCC and ISAB.
- Define whether standard Business Case and/or Project Charter will be required.

Mr. Kooy also discussed the ISAB PPM project approval/gating process.

ISAB Charter Amendments

The proposed ISAB amendments to the ISAB charter include the following:

- Updated Vision and Mission statements, referenced at the beginning of this presentation.
- ISAB Rules of Engagement: Concept of Operations. Specifically, the following changes were proposed to the charter:

4.1 ISAB Concept of Operations (ConOps)

- 4.1.1 The ISAB “rules of engagement” are described in a separate document, the ISAB Concept of Operations. This document will serve as the guidelines for both internal and external stakeholders for engaging ISAB for services, including a Project Portfolio Management (PPM) program in coordination with a Project Management Office (PMO).

4.2 ISAB ConOps Management

- 4.2.1 ISAB provides the Concept of Operations as a reference model for its stakeholders on how ISAB will intake, evaluate, prioritize and determine resource allocation for the projects, programs and consulted that are requested. The ISAB ConOps:
 - 4.2.1.1 Resides outside of the ISAB Charter, and is subject to routine updates, enhancements and improvements, as needed.
 - 4.2.1.2 All changes to the ISAB ConOps must be vetted by ISAB and ratified by a 2/3 majority of the voting members.

PowerPoint slides that were used for this presentation and documents referenced in this presentation have been posted online at <http://ccjcc.lacounty.gov>.

Robert Philibosian of the Peace Officers Association of Los Angeles County made a motion to approve the proposed amendments to the ISAB charter. This motion was seconded by Dr. Jonathan Lucas, County Coroner – Chief Medical Examiner.

ACTION: The motion to approve the proposed amendments to the ISAB charter was approved without objection.

VI. COUNTY RESTITUTION COLLECTION EFFORTS

Miji Vellakkattel, Special Assistant, Bureau of Victim Services,
District Attorney's Office

Miji Vellakkattel, Special Assistant with the District Attorney's Office Bureau of Victim Services, provided an update on efforts to enhance restitution collection processes and related victim services.

Restitution Collection Services

Among the services provided by the Bureau of Victim Services (BVS) is restitution collection services that seeks to restore victims of crime. Restitution services include misdemeanor restitution services, AB 109 restitution services, and unclaimed restitution funds.

On any given case, BVS may seek a restitution order for property loss, as well as seek any amount that the California Victim Compensation Board (CalVCB) will pay out.

When AB 109 came into effect in 2011, it did not initially account for restitution collection. Changes in the law addressed this, but an infrastructure still needed to be put into place. On November 12, 2014, the Board of Supervisors commissioned CCJCC to create a Restitution Collection Task Force (Task Force) to determine how best to do that.

On September 15, 2015, the Board of Supervisors voted to implement collection of direct restitution owed to victims of crime from the AB 109 population.

The Task Force includes representation from CCJCC, District Attorney's Office, Sheriff's Department, Treasurer Tax Collector, ISAB, Probation Department, Public Defender's Office, Alternate Public Defender's Office, County Chief Executive Office (CEO), Internal Services Department (ISD), Auditor Controller, and County Counsel.

During the past several years, the Restitution Collection Task Force has implemented restitution for AB 109 cases, first in 2016 for mandatory supervision and PRCS cases, and then beginning July 31, 2018 for those AB 109 individuals in custody in the County Jail.

The Los Angeles County Restitution Information System (LACRIS) was created in 2018 and is tracking in-custody orders, collections, and disbursements. The initial focus was on the efficiency of the system and on reducing costs. Now that progress has been made in those areas, a recent shift in focus is on how to work together to help heal victims by restoring them and making them whole.

Information was presented on the amount ordered, collected, and disbursed for both PRCS cases and mandatory supervision (AB 109) cases, and for both active cases and closed cases. Data was also presented on the amount ordered, collected, and disbursed for in-custody AB 109 collections.

Thus far, a total of \$161,432,009.35 in restitution has been ordered to be collected.

A search on LACRIS from July 31, 2018 to the present shows that, of 1,574 cases, the breakdown of victimization types was as follows: 34% vehicle taking; 10% vandalism; 4% identity theft; 4% receipt of stolen property; 15% grand theft; 19% burglary; and 14% other.

Mr. Vellakkattel discussed the value of restitution collection. He noted the following:

- It minimizes financial stress and trauma, and promotes healing and mental health.
- Direct restitution orders restores victims of crime whole.
- The restitution fine (P.C. 1202.4) is the primary revenue source of the State Restitution Fund (CalVCB)
- A CalVCB restitution order reimburses the State Restitution Fund.

Victim Rights and Services

The law requires that “all victims and witnesses be treated with dignity, respect, courtesy, and sensitivity.” Their rights are to be “honored and protected by law enforcement, prosecutors, and judges in a manner no less vigorous than the protections afforded criminal defendants.” (P.C. 679.)

Mr. Vellakkattel reviewed the process by which services are provided to victims from the time that the case comes to the District Attorney’s Office through to post-conviction assistance. In particular, he reviewed the following roles of, and services provided by, the Deputy District Attorney, Direct Services (DS) Victim Services Representative, Claims Verification Unit (CVU) Victim Services Representative, and Restitution Enhancement Program (REP) Paralegal:

- District Attorney (DA)
 - Reviews crime reports
 - Makes filing decisions
 - Prosecutes cases either through trial and sentence or agreed-upon disposition
 - Post-conviction assistance (Notice)
- Direct Services (DS) Victim Services Representative
 - Assist with CalVCB application
 - Crisis intervention
 - Resources and referral counseling
 - Court escort/support services
 - K-9 unit
 - Mass victimization advocacy
 - Case status/disposition
 - Information and Assistance on property return
 - Restraining order assistance

- Emergency financial assistance
- Emergency legal assistance referral
- Post-conviction assistance (Notice)
- Claims Verification Unit (CVU) Victim Services Representative
 - Determine CalVCB Reimbursement Eligibility for:
 - Funeral/Burial
 - Relocation
 - Crime scene clean-up
 - Home security
 - Mental health
 - Vehicle modification
 - Service dog
 - Job retraining
 - Medical expenses
 - Income loss
 - Support loss
 - Home modification
 - Post-conviction assistance
- Restitution Enhancement Program (REP) Paralegal
 - Assist victims with restitution
 - Assist prosecutors with restitution law and at restitution hearings
 - Upon conviction, obtain restitution orders for victims and CalVCB
 - Post-conviction assistance

The number of victims served by BVS over the past several years are as follows:

- FY 2016-2017: 22,253
- FY 2017-2018: 24,441
- FY 2018-2019: 27,934
- FY 2019-2020: 25,374

In addition, the following is the amount of state victim compensation awarded during those years:

- FY 2016-2017: \$14,788,406
- FY 2017-2018: \$21,233,985
- FY 2018-2019: \$21,181,489
- FY 2019-2020: \$21,582,553

Mr. Vellakkattel also discussed a motion that was passed by the Board of Supervisors on August 31, 2021, pertaining to the funding and enhancement of victim services in the County.

He also discussed the trauma and financial hardship that can be caused to victims of crime, and the importance of helping them to recover.

PowerPoint slides that were used for this presentation have been posted online at <http://ccjcc.lacounty.gov>.

ACTION: For information only.

VII. ADJOURNMENT

The meeting was adjourned at 1:00 p.m.