

# Solano County Community Corrections Partnership

## BYLAWS

### Article I – Authority

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

### Article II - 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 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 (Plan) to the county board of supervisors (BOS) to maximize the effective investment of criminal justice resources with evidence-based correctional sanctions and programs. It also established an executive committee, which is composed of members from the larger committee and is charged with voting on the Plan.

### Article III – Purpose

The purpose of the CCP is (1) to advise the Probation Department on the development and implementation of a “Community Corrections Program”, as provided for in the Community Corrections Performance Act of 2009 (California Penal Code sections 1228 through 1233.7); and (2) to recommend the Plan to the BOS for the implementation of the 2011 Public Safety Realignment, as provided for in Section 1230.1 of the Penal Code, which shifted custody and supervision of certain offenders from the prison system and parole to local authority.

### Article IV – Membership

- A. Composition: Pursuant to Penal Code section 1230(b)(2), the CCP shall be chaired by the Chief Probation Officer (CPO) and consist of 13 members, composed of ex-officio and appointed members with the following composition:

*Ex-Officio Members:*

1. Chief Probation Officer (Chair)
2. Presiding Judge of the Superior Court (or designee)
3. District Attorney
4. Public Defender
5. Sheriff
6. Head of the County department of social services
7. Head of the County department of behavioral health
8. Head of the County department of employment
9. Head of the County Office of Education

*Appointed Members:*

10. A county supervisor or the chief administrative officer for the county or a designee of the BOS
  11. A chief of police – Appointed by the Solano County Chief Law Enforcement Officers Association (SCLEAA)
  12. A representative from a community-based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense, as appointed by the CCP
  13. An individual who represents the interests of victims, as appointed by the CCP
- B. Terms of Office: *Ex-Officio* members shall serve during their terms of office, except that the Presiding Judge's designee, if any, shall serve at the pleasure of the Presiding Judge. The term for appointed members shall be two years beginning on January 1 and ending on December 31 of even numbered years.
- C. Resignation: Any appointed member may resign by giving written notice to the CCP Chair.
- D. Vacancies: Whenever a vacancy occurs, the designated appointing authority will appoint a new member. The term for a member appointed to fill a vacancy will be for the remainder of the original term.
- E. Alternates: A member of the CCP or EC may be represented by an alternate if the member is: (1) the Presiding Judge or member of the BOS; or (2) a County (or other public entity) officer authorized to appoint deputies pursuant to Government Code section 24101. Members must designate their alternate in writing to the CPO.
- F. Absences: Upon majority vote, the CCP may remove any member who has two unexcused absences in a calendar year.

**Article V – Executive Committee**

- A. Purpose. Pursuant to Penal Code section 1230.1(b), the EC is designated to vote for recommendation to the BOS the Plan and/or its modifications. In the event the BOS rejects the plan by a vote of 4/5th, the Plan will be returned to the CCP and its EC for further consideration.
- B. Membership. The CPO shall chair the EC, which shall consist of the following 7 members:
- (1) Chief Probation Officer (Chair)
  - (2) District Attorney
  - (3) Sheriff
  - (4) Chief of Police
  - (5) Public Defender

(6) Presiding Judge of the Superior Court, or designee

(7) The Director of Health & Social Services

## **Article VI – Meetings**

A. Regular Meetings: Regular meetings of the CCP, EC and other standing committees shall be held based on a schedule adopted by the CCP and EC, as applicable, and that schedule may be changed or augmented as needed. In addition, regularly scheduled meetings may be canceled by a majority vote of the CCP or, for lack of business or a quorum, by the Chair.

B. Agenda: The agenda for CCP and EC meetings shall be prepared by the designated staff of the Probation Department and include matters that come before the CCP and the EC in the ordinary course of business.

Notice of meetings will be posted on the CCP website and as required by the Brown Act.

C. Special Meetings: The Chair may call special meetings of the CCP, EC or any other committees at any time. Such meetings shall be called in accordance with the provisions of the Brown Act regarding member and public notice.

D. Quorum: A quorum of the CCP, EC, or any other committee shall be a majority of the members, or their alternates. A “majority” of the members means a majority of the members, or their alternates, of the filled positions. No action shall be taken unless a quorum is present. Alternates will be counted toward a quorum at meetings only in the absence of the principal member and if the alternate has been identified in writing to the CPO.

E. Voting: Each member of the CCP, EC or any other committee has one vote and a majority vote of the members present is needed to pass a motion. In accordance with state law, only members of the EC may vote on the Plan or any Plan amendment, including budgetary items that affect the Plan budget. Should there not be sufficient authorized members present to constitute a quorum of the EC for the purpose of a vote on a Plan amendment or budgetary matter, there can be no action on that matter.

F. Conflict of Interest: CCP and EC members shall comply with all conflict of interest laws, including but not limited to Government Code sections 1090 et seq. and the California Political Reform Act (Government Code sections 87100 et seq).

G. Meeting Procedure: The Chair will preside at all meetings and proceed with the business of the CCP in a manner prescribed in these bylaws. The Chair will also decide questions of parliamentary procedure as needed.

H. Public Access: All meetings of the CCP, EC and any other standing committees shall be open and accessible to the general public in accordance with the Brown Act. Opportunity for public comment will be included in each agenda item. In the interest of

facilitating the business of the CCP, EC or a standing committee, the Chair may set in advance of an agenda item reasonable time limits for public comment.

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 chairman to deny further presentation of information or material by the offending person. Obscenity, indecency, and profanity shall have the meanings determined by the Federal Communications Commission. In the event any meeting is willfully interrupted as to render the orderly conduct of such meeting unfeasible the Chair may adjourn the meeting.

#### **Article VII – Administration**

The CCP and its EC and other standing committees of the CCP shall obtain staff support from the Probation Department. Probation staff will be responsible for the compilation and distribution of CCP and committee meeting notices and agendas. All records shall be maintained by appropriate staff.

Members of the CCP shall serve without compensation and shall not receive reimbursement for any expenses incurred while conducting official business.

#### **Article VIII – Changes to Bylaws**

The provisions of these Bylaws may be altered, amended or repealed by majority vote of the CCP, within the limitations imposed by the Brown Act. No such alteration, amendment or repeal shall be effective unless and until the change has been approved by County Counsel.

Adopted February 5, 2025