

SACRAMENTO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP BYLAWS

ARTICLE I: NAME

The name of this committee is the Sacramento County Community Corrections Partnership and will be referred to as the CCP in the following bylaws.

ARTICLE II: AUTHORITY

SB 678 (chaptered in FY 2009/10 on October 11, 2009) established a program to reduce recidivism for felony offenders. This bill added Penal Code Section 1230 which established the advisory body, the Community Corrections Partnership. AB 109 (chaptered FY 2010/11 on April 4, 2011 and AB 117 chaptered FY 10/11 on June 30, 2011) added Penal Code Section 1230.1 to require the local Community Corrections Partnership to develop and recommend a plan to the county Board of Supervisors regarding public safety realignment and created an executive committee of the local partnership to develop and present the plan to the Board of Supervisors to maximize the effective investment of criminal justice resources.

ARTICLE III: PURPOSE

Section A: Principal Mission

The principal mission of the CCP is to develop the Sacramento County public safety realignment plan due to the State of California's shift of low level offenders from the prison system to the local system effective October 1, 2011.

ARTICLE IV: MEMBERS

Section A: Membership Full Committee

- The Chief Probation Officer – Chair
- The Sheriff
- The Superior Presiding Judge, or his/her designee
- A county supervisor or the chief administrative officer for the county or a designee of the Board of Supervisors
- The District Attorney
- The Public Defender
- A Chief of Police
- The head of the county department of social services
- The head of the county department of mental health
- The head of the county department of employment
- The head of the county alcohol and substance abuse programs
- The head of the county office of education

- A representative from a community-based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense
- An individual who represents the interests of victims
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Section B: Appointment to Non-Statutory Membership Positions

Except for those members who are statutorily designated, the other members of the CCP are appointed by the Board of Supervisors

ARTICLE V: MEETINGS

Section A: Regular Meetings

The CCP will meet every second month on the first Thursday of February, April, June, August, October, and December or as needed beginning at 8:30 a.m. in the Board of Supervisors Chamber.

Section B: Designees

Designees to the CCP Full Committee are not permitted except for Constitutional Officers (Sheriff, District Attorney and Superintendent of Schools) and those members statutorily identified in Penal Code Section 1230(b)(2) which allow for designees. Designees must be identified in writing to the CCP Chair and assigned county staff.

Section C: Quorum

A quorum is no less than a simple majority of the membership of the CCP. Authorized designees can be counted toward a quorum at CCP meetings only in the absence of the principal member.

Section D: Seating

Executive and Full CCP Members will be allowed to sit at the dais of the Board of Supervisors Chamber. Designees of CCP members can only sit at the dais when the primary member is not present.

ARTICLE VI: MISCELLANEOUS

Section A: Brown Act

The CCP Full and Executive Committees are subject to provisions of the Brown Act and must adhere to all requirements.

Section B: Convening Special Meetings

The Chair of the CCP may convene a special meeting. Written notice must be served at least 24 hours in advance. Only items included in the written notice may be discussed or considered.

Section C: Ethics Training

CCP members are required to participate in ethics training every two years and Court members are required to participate in ethics training every three years. All CCP members shall provide proof of ethics training completion to county staff. County staff will maintain a list of members and completion dates for ethics training and remind CCP members when training is due.

Section D: Public Comment

The CCP welcomes and encourages participation in the CCP meetings. Matters not on the posted agenda will be discussed in accordance with the order of the agenda. Speakers should not expect CCP members to comment on or respond to comments directly during the meeting. The CCP may request county staff to follow up with a speaker or provide additional information after the meeting or at a later date. The Chair, at their discretion, may increase or decrease the time allocation. The time limits for public testimony for agenda matters and on non-agenda matters will be aligned with the time limits used by the Sacramento County Board of Supervisors.

ARTICLE VII: CHAIR

The Chair of the CCP is the Chief Probation Officer of Sacramento County as outlined in Penal Code Section 1230. In instances when the Chair, or the Chair's designee, cannot attend a meeting, Chair may appoint another CCP Executive Committee member to preside over the meeting.

ARTICLE VIII: VOTING

Each CCP member has one vote. Authorized designees may vote on behalf of a member only in the absence of the principal member and if they have been identified by the member in written correspondence addressed to the Chair and assigned county staff. Action may be taken by a majority vote of those present and by not less than a majority of the quorum.

ARTICLE IX: EXECUTIVE COMMITTEE

Section A: Purpose

Pursuant to Penal Code Section 1230.1 an Executive Committee is designated to vote and formally adopt the realignment plan as presented by the CCP and take that plan to the Board of Supervisors for final action. In the event the Executive Committee does not adopt the realignment plan, it will be sent back to the Full CCP for further work.

Section B: Executive Committee

The Executive Committee is the decision making body of the CCP and has the authority to implement policies and programs consistent with the goals identified by the realignment plan as presented by the CCP in order to maximize the effective investment of criminal justice resources.

The Executive Committee shall recommend a local plan, including any required annual plan updates, to the county Board of Supervisors for the implementation of the 2011 public safety realignment.

Section C: Membership

- Chief Probation Officer – Chair
- Sheriff
- Chief of Police
- District Attorney
- Public Defender
- Superior Court Presiding Judge or his/her designee
- The Board of Supervisors will designate one department representative from either the Head of Social Services, Head of Mental Health or Head of Alcohol and Substance Abuse Programs

Section D: Designees

Designees to the CCP Executive Committee are not permitted except for designees of Constitutional Officers (Sheriff, District Attorney and Superintendent of Schools) and those members statutorily identified in Penal Code Section 1230.1(b) which allow for designees. Designees must be identified in writing to the CCP Chair and assigned county staff.

Section E: Quorum

A quorum of the Executive Committee is no less than a simple majority of the membership of the Executive Committee. Designees can be counted toward a quorum at Executive Committee meetings only in the absence of the principal member and if the designee has been identified in writing to the CCP Chair and assigned county staff.

Section F: Meetings

The Executive Committee will meet on a schedule determined by the Chair and Committee members.

ARTICLE X: CCP ADVISORY BOARD (CCPAB)

Section A: Purpose

The CCP Advisory Board was established to provide ongoing data collection, evaluation and analysis that includes input from local agency and community stakeholders, including

formerly incarcerated individuals, to meet needs for annual AB 109 Plan updates due to the Board of State and Community Corrections (BSCC) each December. The CCP Advisory Board advises the CCP about data findings and provides recommendations regarding AB 109 Plan updates, which includes public safety realignment funding priorities for the County. The CCP Advisory Board also assists the CCP with ensuring the community is informed about progress on implementation of the AB 109 Plan for Sacramento County.

Section B: Membership

CCP Advisory Board members include local agency stakeholders and community representatives. One local stakeholder member is designated by each of the seven (7) CCP Executive Committee members. Four (4) community members are selected through a public application process that is determined by a vote of the Community Corrections Partnership.

Section C: Designees

Designees to the CCP Advisory Board must be identified in writing to the CCP Advisory Board Chair and assigned County staff. Non CCP agency designees must be approved by the CCP.

Section D: Quorum

A quorum is no less than a simple majority of the membership of the CCP Advisory Board. Authorized designees can be counted toward a quorum at CCP Advisory Board meetings only in the absence of the principal member.

Section E: Meetings

The CCP Advisory Board will meet on a monthly basis, at a consistent hour, day, and in a place and/or forum available to the public for participation, as determined by a vote of the CCP Advisory Board. Public notification of meetings shall be provided at least seventy-two (72) hours prior to the meeting.

ARTICLE XI: PARLIAMENTARY AUTHORITY

Roberts' Rules of Order, revised, governs all CCP meetings except in instances of conflict between the rules of order and the bylaws of the CCP or provision of law.

ARTICLE XII: AMENDMENT OF BYLAWS

Proposed amendments to the bylaws are to be included on the agenda of a regularly scheduled CCP Full Committee meeting. If approved by the Full Committee, any action in response to the proposed change in the CCP bylaws becomes effective immediately

Amended May 29, 2025
Amended February 3, 2023
Amended December 2, 2021
Amended October 4, 2018
Amended April 4, 2013
Amended June 28, 2012
Adopted July 21, 2011