

**DATE:** November 17, 2016 **AGENDA ITEM:** O

**TO:** BSCC Chair and Members

**FROM:** Timothy Polasik, Field Representative, [timothy.polasik@bscc.ca.gov](mailto:timothy.polasik@bscc.ca.gov)

**SUBJECT:** Edward Byrne Memorial Justice Assistance Grant Executive Steering Committee: **Requesting Approval**

## Summary

This agenda item requests approval of the proposed Executive Steering Committee (ESC) for the Edward Byrne Memorial Justice Assistance Grant (JAG) program for the grant cycle that begins in January 2018 (Attachment O-1) and related activities.

## Background

On September 22, 2016, the Board approved Chair Linda Penner to chair the JAG ESC and for staff to work with Ms. Penner to develop a proposed ESC membership for Board approval. On September 30, 2016, information was posted on the BSCC website inviting statements of interest for participation on the JAG ESC. The proposed JAG ESC membership list was then developed based on subject-matter expertise, professional expertise and life experiences related to the criminal justice system and crime and violence reduction, geography and diversity.

## Activities and Timeline:

Below is the proposed tentative timeline of activities necessary to administer a competitive RFP process for the JAG ESC.

| TENTATIVE TIMELINE | ACTIVITY  |
|--------------------|---|
| November 17, 2016  | Request Board approval of JAG ESC membership and grant development activities |
| January 2017       | ESC convenes for review of State Strategy and RFP development                 |
| April 20, 2017     | Request Board approval of the RFP   |
| April 21, 2017     | Release the RFP to the field  |
| April/May, 2017    | Bidders Conferences   |
| June 2017          | Proposals due to BSCC staff by noon   |
| July/August 2017   | ESC rating of proposals completed   |
| September 14, 2017 | Request Board approval of ESC award recommendations                           |
| January 1, 2018    | Project begins  |

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**Recommendation/Action Needed**

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Staff recommends that the Board:

1. Approve the attached ESC roster and delegate authority for ESC Chair Linda Penner to modify the ESC membership, if needed.
2. Approve the ESC to:
  - a. Review the current JAG State Strategy
  - b. Develop the RFP consistent with the proposed timeline
  - c. Develop award recommendations

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**Attachments**

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- O-1: Draft ESC Membership List California
- O-2: California JAG State strategy