

TO: Chairman and Members

DATE: November 8, 2012

**SUBJECT: Standards and Training for Corrections
Executive Steering Committee**

**AGENDA ITEM: F
AMENDED
ACTION: X
INFORMATION:**

RESOURCE PERSON: Barbara Fenton

Summary: At the September 2012 board meeting of the Board of State and Community Corrections (BSCC), the Board approved the establishment of an Executive Steering Committee (ESC) to review the Standards and Training for Corrections (STC) regulations and policies to improve program effectiveness and efficiency. Sheriff Lee Baca was appointed as the Chair and designated to work with BSCC's Executive Director to establish the ESC membership.

This agenda item updates the Board on the progress of the project and requests that the BSCC appoint a co-chair of the ESC.

Discussion: The STC program was created in 1980 to standardize the selection and training procedures of local corrections agencies throughout California. At that time, regulations and policies were adopted to make specific the provisions of Penal Code Sections 6035-6040 which provide authority for the STC program. Over the years, various updates have been made to the regulations and procedures in response to defined needs; however, there has not been a comprehensive review of the program regulations and procedures since they were initially adopted.

The ESC will bring stakeholders together to examine STC's regulations and policies to ensure that they are aligned with the changing selection and training needs of local corrections agencies. The ESC will define a shared vision for the STC program and develop recommendations to help the STC program achieve that vision. This effort will ensure that resources are appropriately directed to priority areas.

As directed at the September BSCC Board meeting, Sheriff Lee Baca (Chair) and Executive Director Patty Mazzilli have established the ESC membership (attachment A). The ESC is comprised of Sheriffs, Probation Chiefs, Police Chiefs and Training Managers which are stakeholders of the STC program; directly impacted by its regulations, policies and procedures; and responsible for implementing any changes identified through the ESC process. The membership is a representative sample of the STC participating agencies; representing small, medium, and large agencies throughout the State.

In order to inform the review process and open it up as broadly as possible, an on-line survey is currently being administered to allow all of STC's stakeholders to provide feedback on the STC program. The survey is currently in process; the submittal deadline is November 26, 2012. The information will be assembled and presented to the ESC for their discussion.

The first ESC meeting is scheduled for February 28, 2013. It is anticipated that workgroups will meet in March and April; followed by workshop presentations to the ESC in May, 2013. The final recommendations will be presented to the BSCC board. The tentative timeline is attached (attachment B).

Due to the broad scope of this ESC and its protracted timeline, it is recommended that a co-chair be appointed. Adele Arnold, representing a small central probation department, is the only ESC

member who is eligible to serve as co-chair due to her membership on the BSCC. Therefore, it is recommended that Adele Arnold be appointed as co-chair of the ESC.

Recommendation/Action Needed:

1. Appoint Adele Arnold as co-chair to the ESC.
2. Approve the ESC membership.

**Proposed
Executive Steering Committee Members
For the Standards and Training Program Review**

Name	Position
Lee Baca	Chair, Board Member, Sheriff Los Angeles County
Adele Arnold	Board Member, Chief Probation Officer Tuolumne County
Ed Bonner	Sheriff Placer County
Bill Damiano (tentative) Richard Muench (Alternate)	Chief Probation Officer Humboldt County Chief Probation Officer Tehama County
Phil Kader	Chief Probation Officer Contra Costa County
Pat Lamaire	Training Manager, Probation Director Los Angeles County
Ray Loera	Sheriff Imperial County
Ed Medrano	Chief of Police City of Gardena
John Mineau	Training Manager, Undersheriff Lassen County

STC Program Review 2012**Tentative timeline**

DATE	ACTIVITY
September 13, 2012	BSCC meeting Permission to begin process Appoint ESC Chair
October 5, 2012	Meet with ESC Chair (conference call) Approval of sampling plan Recommendations for ESC membership
November 5, 2012	Feedback survey sent to field
November 8, 2012	BSCC meeting Approve membership of ESC committee Appoint co-chair
November 26, 2012	Survey due to STC
February 28, 2013	ESC meeting
March 2013	Workgroups meeting
April 2013	Workgroups meeting
May 2013	ESC meeting Workgroup presentations Finalize recommendations
July 2013	BSCC meeting ESC recommendations Finalize proposed revisions Permission to submit regulation revisions to DOF and OAL Permission to begin public comment period
August 2013	Policy changes implemented
August 2013	Administrative Procedures Act process begins
August 2013	Submit regulations to DOF
September 2013	Submit notice package to OAL
October – November, 2013	45-day public comment period
November 2013	Public Hearings
January 2014	BSCC meeting Review public testimony and public hearing comments Approval for 15-day public comment period (if necessary)
February 2014	15-day public comment period
March 2014	BSCC meeting Draft regulations presented for adoption Permission to submit to OAL
April 2014	OAL approval notice Respond to OAL concerns (if necessary)
May 2014	Submit regulations to OAL and Secretary of State
June 2014	Regulations become effective