

**By-Laws of the San Diego County  
Community Corrections Partnership**  
(Adopted: October 26, 2022)

ARTICLE I

NAME

The name of this committee shall be THE SAN DIEGO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP).

ARTICLE II

AUTHORIZATION

This committee is authorized pursuant to Penal Code Section 1230.

ARTICLE III

PURPOSE

The purpose of the San Diego County CCP shall be to:

- Advise the Chief Probation Officer regarding the Community Corrections Program pursuant to the Community Corrections Incentive Act (Penal Code Section 1230).

ARTICLE IV

MEMBERSHIP

Per statute, the membership of the CCP shall be comprised of:

- Chief Probation Officer—Chairperson
- Presiding Judge of the Superior Court or their designee
- The District Attorney
- The Sheriff
- The Public Defender
- A Chief of Police (as selected by San Diego County Chief's and Sheriff Association)
- The Director of the Health and Human Services Agency
- The head of the County's San Diego Workforce Partnership
- A County Supervisor or the Chief Administrative Officer for the County or a designee of the Board of Supervisors
- 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 interest of victims/victim advocate

Any member that has deputies may authorize a deputy to attend in their place. Those agencies without deputies can only send a designee as allowed by law. Any agency sending a deputy must alert the Chairperson in advance of sending a deputy to act on their behalf.

## ARTICLE V

### TERM OF MEMBERSHIP

The term for a representative from a community-based organization shall be for a full fiscal year (July 1<sup>st</sup> through June 30<sup>th</sup>). There is nothing to preclude a representative from serving more than one term. A memo of interest must be submitted to the Chairperson by the end of the fiscal year, so the selection may be made voted on by the CCP Executive Committee at the first meeting of the next fiscal year.

The term for a representative from the San Diego County Chiefs' and Sheriff's Association (SDCCSA) shall be for a full fiscal year (July 1<sup>st</sup> through June 30<sup>th</sup>). There is nothing to preclude a representative from serving more than one term. The SDCCSA will nominate a representative by the end of the fiscal year, so the appointment may be made at the first CCP meeting of the next fiscal year.

The remaining members of the CCP hold their positions as long as they hold that office. Upon their departure, their successor will hold the position.

## ARTICLE VI

### CHAIRPERSON

#### Section A: Appointment of Chairperson

In accordance with Section 1230 of the Penal Code, the Chief Probation Officer shall serve as the CCP Chairperson. In the Chief Probation Officer's absence, the Assistant Chief Probation Officer will preside over the meetings. In the absence of both the Chief Probation Officer and the Assistant Chief Probation Officer, the Sheriff will preside over the meetings.

#### Section B: Duties of Chairperson

The Chairperson shall supervise and direct the CCP activities, affairs, and officers. The Chairperson shall schedule, set the agenda for, and preside over the CCP meetings. The Chairperson shall decide all questions of order and procedure, subject to appeal by any member of the CCP. The Chairperson may discuss and vote upon any matter as a member of the CCP without relinquishing the chair; however, the Chairperson may not make the motion or second the motion without relinquishing the chair. The Chairperson shall be responsible for signing all documents as authorized by the CCP.

## ARTICLE VII

### MEETINGS

#### Section A: Brown Act

CCP meetings shall be governed by the Brown Act. Notice of the meetings for the CCP shall be posted by the Clerk of the Board of Supervisors as well as by the Probation Department at the location of the

meeting. All meetings shall be open to the public, except where closed session is authorized by law, and will take place at a County office or facility.

Section B: Public Comment

Public comment will be limited to two minutes per speaker. The CCP may only consider matters not on the agenda to the extent permitted by the Brown Act. The only action that may be taken on these items is to receive and file documents related to the matter, ask questions of the staff or the public for clarification, make a brief announcement or report on the activities of a member, provide a reference to staff or other resources for factual information, or place a matter of business on a future agenda. The Chairperson has the discretion to extend the time for public comment based on the complexity of the issue or to lessen the time if there are a large number of speakers.

Section C: Rescheduling Meetings

The Chairperson may reschedule the date, time, or location of meetings in compliance with the Brown Act.

Section D: Special Meetings

A Special Meeting may be called at any time by the Chairperson, in compliance with the Brown Act.

Section E: Meeting Materials

A link to all meeting materials will be sent to the CCP email distribution list prior to the meeting. Additionally, a sufficient number of hard copies will be made available for the public at the time and place of each meeting.

ARTICLE VIII

MEETING PROCEDURES

Section A: Setting the Agenda

The Chairperson shall designate items on the agenda. Any member wishing to place items on the agenda shall request inclusion on the agenda by contacting the Chairperson no later than 96 hours prior to the next scheduled meeting.

ARTICLE IX

CONFLICT OF INTEREST

The CCP 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.)

All members of the CCP who do not hold a position specified in Government Code section 87200 shall annually complete the Statement of Economic Interests (California FPPC Form 700) as required by the

California Fair Political Practices Commission. The Chairperson of the CCP will notify each member when it is due.

## ARTICLE X

### AMENDMENT OF BY-LAWS

The By-Laws may be adopted, amended, or repealed by a majority vote of the Executive Committee after written proposal for such action has been in the hands of the CCP no less than thirty (30) days after the proposed change has been introduced at a meeting of the CCP.