



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/21/2019

Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Mary Butler - Chief Probation Officer  
Probation

**REPORT BY:** Ferlyn Buenafe, Staff Services Manager - 707.253.4126

**SUBJECT:** Funding Agreement with Napa County Office of Education - Amendment No. 2

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### **RECOMMENDATION**

Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 2 to revenue Agreement No. 180023B with the Napa County Office of Education for a maximum of \$37,000 for the term July 1, 2019 through June 30, 2020 to offset a portion of the cost of two Probation Officers assigned to the Community Schools.

### **EXECUTIVE SUMMARY**

This action requests approval of an amendment to revenue agreement 180023B between the Probation Department and the Napa County Office of Education (NCOE) to provide funding to offset a portion of the cost of two Probation Officers assigned to the Community Schools to provide probation services to students classified as court wards and restorative justice services to NCOE students and their families.

This item supports Strategic Plan pillar: Collaborative, Connected and Engaged Community

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Probation
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	This item is discretionary in that there is no mandate to place a Probation Officer at a school. However, the Probation Department benefits by having Probation Officers assigned to NCOE to supervise wards of the court attending the Community Schools and providing restorative justice services. This revenue will offset a small portion of the full cost of two positions that are funded by the General Fund.
Is the general fund affected?	Yes
Future fiscal impact:	This agreement is reviewed on an annual basis and is subject to the availability of funds by NCOE. Appropriations will be reviewed and budgeted accordingly in future fiscal years. The term is from July 1, 2019 through June 30, 2020.
Consequences if not approved:	If this item is not approved, the Probation Department will not receive revenue to offset the General Fund cost of two Probation Officers assigned to NCOE.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Napa County Office of Education (NCOE) operates five classrooms and an Independent Study Program, collectively known as *Community School*. The Chief Probation Officer assigns a part-time Senior Probation Officer (PO III) to NCOE to provide restorative justice services, and a Probation Officer (PO) to provide assistance in supervising wards of the Juvenile Court attending school.

Restorative justice is a theory of justice that emphasizes focusing on the needs of the victims and the offenders repairing the harm due to the actions of the offender. This is best accomplished through a cooperative process that includes all stakeholders. At the school setting it is used for conflict between youth to prevent the need for discipline or an escalation in behavior. Three principles form the foundation for restorative justice:

1. Justice requires that we work to restore those who have been injured or perceive an injustice.
2. Both parties have the ability to participate in the process.
3. Government's role is to preserve a just public order, and the community's is to build and maintain a just peace. At the school setting, it is to assist in a calm campus.

The PO III's primary role is to participate in training for restorative justice with NCOE personnel, provide restorative justice services to NCOE's youth and families, assist in assessments, cognitive behavior interventions, counseling and rehabilitation.

The PO's duties include the following: monitor compliance with the terms and conditions of probation by court wards, investigate absences when requested by teachers, respond to teacher requests for assistance with students posing disruptive behavioral problems, and provide counseling/monitoring to status offenders.

The department has had an Agreement with NCOE to provide \$37,000 annual funding since fiscal year 2015-2016 for the Probation Officer positions.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss