

**Reentry Council**  
**City & County of San Francisco**  
(San Francisco Administrative Code 5.1)

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**Subcommittee on the  
Welfare and Safety of Families, Victims, & Communities**

**AGENDA**

Thursday, January 21, 2010  
1:00 p.m. – 3:00 p.m.  
Conference Room, 3<sup>rd</sup> floor  
Office of the Public Defender  
555 7<sup>th</sup> Street  
San Francisco, CA 94103

*Note: Public comment will be taken throughout the meeting.*

- I. Introductions and Review of Agenda.
- II. Review and Adopt Minutes of December 3, 2009. (discussion and possible action)
- III. Brief Overview of Subcommittee Meeting Ground Rules & Protocols. (discussion only)
- IV. Review and discuss updated timeline for development of the assessment of programs and needs: literature review, surveys of programs, and focus groups of individuals. (discussion only)
- V. Update on any relevant legislation. (discussion and possible action)
- VI. Update on any relevant funding opportunities. (discussion and possible action)
- VII. Identification of any discrete actions to forward as short term recommendations to Reentry Council. (discussion and possible action)
- VIII. Review and discuss draft subcommittee presentation to Reentry Council on January 26<sup>th</sup>. (discussion and action to approve)
- IX. Public comment on items not listed on the agenda.
- X. Adjournment.

# Reentry Council

## City & County of San Francisco

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### MEETING MATERIALS

Copies of agendas, minutes, and explanatory documents are available through the Reentry Council's website at <http://sfreentry.com> or by calling Jessica Flintoft at (415) 553-1593 during normal business hours. The material can be FAXed or mailed to you upon request.

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### TRANSLATION

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# Reentry Council

## City & County of San Francisco

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### Administrator

Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683.  
Telephone: (415) 554-7724  
FAX: (415) 554-7854.  
E-Mail: [soft@sfgov.org](mailto:soft@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's web site at: [www.sfgov.org/sunshine](http://www.sfgov.org/sunshine).

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# Subcommittee on Welfare & Safety of Families, Victims, & Communities

## Reentry Council of the City & County of San Francisco

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### Draft MINUTES

Thursday, December 3, 2009  
1:00 p.m. – 3:00 p.m.  
Conference Room, 3<sup>rd</sup> Floor  
Public Defender's Office  
555 7<sup>th</sup> Street  
San Francisco, CA 94103

Members Present: Bob Barnwell, Maria Bee, Elizabeth Brett, Norvella Brooks (arrived after Agenda II.), Jean Brownell, Minouche Kandel, Katie Kramer, Yali Lincroft, Tomiquia Moss, Max Rocha (arrived after Agenda II.), Firas Shehadeh, Carol Strickman, Anna Wong.

Members Absent: Bridgett Ortega, Ilona Solomon.

Others in Attendance: Jeff Adachi (part of meeting), Jessica Flintoft, Michael Klinger, Katy Miller, Jeaneane Young.

*Meeting called to order at 1:09 p.m.*

#### I. Introductions and Review of Agenda

Jessica Flintoft, staff of Reentry Council, introduced self as facilitator and called meeting to order and provided overview of agenda. Subcommittee members, staff, and public introduced themselves.

#### II. Review and Adopt Minutes of September 10, 2009

Maria Bee moved to adopt minutes without changes. Bob Barnwell seconded. The motion was approved unanimously.

#### III. Overview of Subcommittee Purpose, Membership Requirements, Meeting Schedule, and Process for reporting to Reentry Council.

Jessica Flintoft provided overview of the Reentry Council purpose, duties, membership, and role of subcommittees. She provided calendar of subcommittee meeting dates and roster of subcommittee members.

#### IV. Selection of Chairperson of Subcommittee

Jessica Flintoft reviewed duties of subcommittee chairperson, and explained that subcommittee members would select chairperson. Elizabeth Brett was sole nominee. Anna Wong moved to select Elizabeth Brett as subcommittee chairperson. Tomiquia Moss seconded. The motion was approved unanimously.

V. Review framework of at least annual report of Reentry Council, including overview of current funding streams, programs, needs, and barriers related to families, victims, and communities.

# Subcommittee on Welfare & Safety of Families, Victims, & Communities

## Reentry Council of the City & County of San Francisco

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Jessica Flintoft provided overview of components of at least annual report of Reentry Council.

VI. Review and discuss research and methodology related to assessment of programs and needs: preliminary findings, surveys of programs, and focus groups of individuals.

Subcommittee members reviewed the “Preliminary Inventory” generated at the September 10<sup>th</sup> meeting. Jessica Flintoft led a discussion about what questions subcommittee members have about unmet needs and programs. This discussion is meant to inform content and scope of surveys of programs, focus groups of individuals, and literature review. Subcommittee members volunteered to help with each of these, and staff announced that they would email volunteers with specific requests.

Subcommittee decided to hold next subcommittee meeting to review preliminary findings at meeting of January 21<sup>st</sup> 1:00pm-3:00pm, place to be determined.

VII. Identification of any relevant attainable, discrete actions to forward as short term recommendations to Reentry Council.

Agenda item tabled until next meeting.

VIII. Meeting Adjourned

*Meeting adjourned at 3:05pm.*

Additional Notes  
 Meeting of December 03, 2009  
 Subcommittee on Welfare & Safety of Families, Victims, & Communities

*Supplement to Meeting Minutes for Subcommittee on Welfare & Safety of Families, Victims, & Communities, meeting of 12/3/2009.;*

	<p style="text-align: center;"><b>Needs</b>  <i>unmet needs not being addressed; unmet needs due to limited capacity; best practices to meet the needs</i></p>	<p style="text-align: center;"><b>Programs</b>  <i>programs or services; program goals/philosophy of services; program outcome</i></p>
<p><b>Families</b></p>	<ul style="list-style-type: none"> <li>• Address issues of judgment and shame.               <ul style="list-style-type: none"> <li>○ DCYF assesses cultural competence of CBOs and quality assurance</li> <li>○ confusion between DCYF and CWS</li> </ul> </li> <li>• End silo-ing/isolation of reentry population</li> <li>• Outreach prior to release</li> <li>• Better coordination for families involved in many systems at once</li> <li>• Determination of numbers of youth turned away from other mentoring and youth employment programs</li> <li>• Address situations in which parole/probation requirements separate the individual from her/his family</li> <li>• Representation of people outside by legal aid, et al</li> <li>• Family counseling: big need - who provides this?               <ul style="list-style-type: none"> <li>○ One idea: group family counseling?</li> <li>○ This needs to be addressed</li> </ul> </li> <li>• Notification of C.W. issues</li> <li>• Acknowledgement of victimization and offender status of one person</li> <li>• Adequate and diverse visitation issue (“Rally” is main program -- expand)</li> </ul>	<ul style="list-style-type: none"> <li>• Eligibility that restricts by conviction states for services</li> <li>• Information about and condition of parole – how to navigate legal system</li> <li>• What education about family rights in custody?</li> <li>• Probation Family Assessment – outline of concerns and network</li> <li>• Families taking care of incarcerated parents’ children – caregivers, phone #</li> <li>• Families provided information (ex. PB&amp;J family services in New Mexico)</li> <li>• What are services, specialized services? Do you ask if parents are incarcerated, or not?</li> <li>• Agency policies and practices</li> <li>• Youth employment, mentoring – turnaway #s. P.W. has done ballpark estimate of need.</li> </ul>

Additional Notes

Meeting of December 03, 2009

Subcommittee on Welfare & Safety of Families, Victims, & Communities

<b>Victims</b>	<ul style="list-style-type: none"><li>• Adequate and diverse visitation issue (“Rally” is main program -- expand)</li><li>• Acknowledgement of victimization and offender status of one person</li><li>• Relocation and housing assistance – where is this?</li></ul>	<ul style="list-style-type: none"><li>• How are victims notified?<ul style="list-style-type: none"><li>○ Both offense victims and those who may be put at risk in the future?</li><li>○ Family victims? (complicated)</li><li>○ Safety plan upon release</li></ul></li><li>• <u>How to define victim</u> for notification purposes? (outline this)</li><li>• What outreach do these programs do?</li><li>• How to stay in touch with victims over time/change of address)</li><li>• What are eligibility issues if victims have a record?</li><li>• Ask if agencies are trauma-informed?</li></ul>
<b>Communities</b>	<ul style="list-style-type: none"><li>• Address the disproportionate concentration of low-income population in certain areas (e.g. T.L.)</li><li>• Re-establish trust between offender and community.<ul style="list-style-type: none"><li>○ Educate community.</li></ul></li><li>• Safety while supporting returning offender</li><li>• Public education about sense of safety</li><li>• Balance of safety with understanding</li><li>• Community safety (e.g. Hayes Valley – same people returning to same corner)</li><li>• Community coordination (e.g. to attain stay-away orders, etc.)</li></ul>	<ul style="list-style-type: none"><li>• Will take all CBOs, FBOs, et al</li><li>• Circles of Restorative Justice</li><li>• Need buy-in from all stakeholders – coexistence</li><li>• Parole volunteers – integrate positively into community to re-build trust</li><li>• M.H. services in-custody</li><li>• Community courts – more use?</li></ul>

Reentry Council Subcommittee on  
Welfare & Safety of Families, Victims, & Communities  
Literature Review Bibliography – as of January 12, 2010

- Backer, Thomas E., Nancy Guerra, Frances Hesselbein, Roz D. Lasker, and Joan Petersilia. *Blueprint for Building Evidence-Based Community Partnerships in Corrections*, July 2005. <http://www.humaninteract.org/images/cdcr-blueprint.pdf>.
- Brooks, Susan. "Concurrent Planning — Existing Challenges and New Possibilities." *Reaching Out: Current Issues for Child and Welfare Practice in Rural Communities*. [http://humanservices.ucdavis.edu/news/pdf/091\\_252\\_ro.pdf](http://humanservices.ucdavis.edu/news/pdf/091_252_ro.pdf).
- Christian, Steve. *Children of Incarcerated Parents*. National Conference of State Legislatures, March 2009. <http://www.ncsl.org/documents/cyf/childrenofincarceratedparents.pdf>.
- Hairston, Creasie Finney. *Focus on Children with Incarcerated Parents: An Overview of the Research Literature*. The Annie E. Casey Foundation, October 2007. <http://www.aecf.org/~media/Pubs/Topics/Special%20Interest%20Areas/Incarceration%20and%20Reentry/FocusonChildrenwithIncarceratedParentsAnOverv/HAIRSTON.pdf>.
- Hanlon, Thomas E., Steven B. Carswell, and Marc Rose. "Research on the Caretaking of Children of Incarcerated Parents: Findings and Their Service Delivery Implications." *Child Youth Services Review* 29, no. 3 (March 2007): 362-384.
- La Vigne, Nancy G., Elizabeth Davies, and Diana Brazzell. *Broken Bonds: Understanding and Addressing the Needs of Children with Incarcerated Parents*. The Urban Institute Justice Policy Center, February 2008. [http://www.urban.org/UploadedPDF/411616\\_incarcerated\\_parents.pdf](http://www.urban.org/UploadedPDF/411616_incarcerated_parents.pdf).
- Mumola, Christopher J. *Incarcerated Parents and Their Children*. Bureau of Justice Statistics, August 2000. <http://bjs.ojp.usdoj.gov/content/pub/pdf/iptc.pdf>.
- Nesmith, Ande, Ebony Ruhland, and Sarah Krueger. *Children of Incarcerated Parents*. Council on Crime and Justice, January 2006. <http://www.racialdisparity.org/files/CCJ%20CIP%20FINAL%20REPORT.pdf>.
- Nickel, Jessica, Crystal Garland, and Leah Kane. *Children of Incarcerated Parents: An Action Plan for Federal Policymakers*. New York, New York: The Council of State Governments Justice Center, 2009. [http://www.reentrypolicy.org/jc\\_publications/federal\\_action\\_plan/Children\\_Incarcerated\\_Parents\\_v8.pdf](http://www.reentrypolicy.org/jc_publications/federal_action_plan/Children_Incarcerated_Parents_v8.pdf).
- Pilnik, Lisa. "Engaging Incarcerated Fathers of Children in Foster Care: An Ideal Opportunity for Public/Private Partnership." *Insight: A review of current GCYF topics and issues*. [http://www.gcyf.org/usr\\_doc/InSight\\_Winter09\\_Final1.pdf](http://www.gcyf.org/usr_doc/InSight_Winter09_Final1.pdf).
- Ramirez-Barrett, Joanna, Ebony Ruhland, Hilary Whitham, Dee Sanford, Tom Johnson, and Ryan Dailey. *The Collateral Effects of Incarceration on Fathers, Families, and Communities*. Council on Crime and Justice, March 2006. <http://www.racialdisparity.org/files/CEI%20FINAL%2003312006.pdf>.

Reentry Council Subcommittee on  
Welfare & Safety of Families, Victims, & Communities  
Literature Review Bibliography – as of January 12, 2010

- Ruden, Danylle J. “Connecting the Dots: Generations and Program Areas Unite around Children with Incarcerated Parents.” *Insight: A review of current GCYF topics and issues*.
- Schirmer, Sarah, Ashley Nellis, and Marc Mauer. *Incarcerated Parents and Their Children: Trends 1991-2007*. The Sentencing Project, February 2009.  
[http://www.sentencingproject.org/doc/publications/publications/inc\\_incarceratedparents.pdf](http://www.sentencingproject.org/doc/publications/publications/inc_incarceratedparents.pdf).
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- Stroh, David Peter. *Facilitating Reentry of Formerly Incarcerated People: A Systems Approach*. Applied Systems Thinking.  
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- Walker, Claire. “Case Study: Working Together to Put Children First.” *Insight: A review of current GCYF topics and issues*.
- Walker, Claire, and Ellen Walker. “Foundation Investment on Behalf of Children of the Incarcerated.” *Insight: A review of current GCYF topics and issues*.
- Walker, Ellen. ““You Have to Look Across Systems” Developing Lasting Collaborations to Support Children and Families.” *Insight: A review of current GCYF topics and issues*.
- Zachai, Christine. ““Giving Voice to Our Hurt”: A Statewide Approach to Healing the Wounds of Incarceration.” *Insight: A review of current GCYF topics and issues*.

Subcommittee on Self Sufficiency of Currently & Formerly Incarcerated People  
*Update to Reentry Council*  
January 26, 2010

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*Other materials to attach?*

- Roster
- Subcommittee Meeting Agendas/Packets/Minutes

Dates of Meetings:

September 10, 2009

December 3, 2009

Members of Subcommittee:

(List or See attached Roster)

Overview of Topics:

- Children and Families of people who are currently and formerly incarcerated: quality contact during incarceration, custody/reunification, access to benefits and housing, support to families during reentry
- Victims of returning offenders: restorative justice, notification of release, supportive services, ensure safety.
- Communities to which people are returning: ensure safety, high poverty and high unemployment areas, better coordination of community around individual's return.

Actions to Date:

- Selected Chairperson Elizabeth Brett.
- Volunteers working on development of survey of programs and of correctional partners.
- Volunteers developing focus groups for victims and communities.
- Volunteers developed bibliography of literature on needs and best practices related to families, victims, and communities.

Next Steps:

- Complete all program surveys, surveys of correctional partners, and focus groups.
- Develop draft report of needs and programs related Families, Victims, and Communities.
- Begin research to assess funding available & regulatory/legislative barriers to reentry.

Immediate Actions Requested:

- *Short term actions requiring immediate RC support?*
- *Actions related to Legislative/Funding updates?*

## Questions for Focus Group of Victims Reentry Council

Overview: 10-15 individuals, 1 hour, all input will be made anonymous.

Facilitators: George Jurand, Delia Ginorio

Notetaker: Jessica Flintoft

6:00pm-7:00pm

Thursday January 21<sup>st</sup>

SFSD Administrative Offices

Introduction provided about purpose of focus group, format and time, and ground rules.

### Questions for Focus Group Discussion

The following questions are intended to be used to encourage structured discussion on the following topics. The bolded questions are the topic area, and the questions that follow are those that will be asked of participants.

- 1) **When someone is victimized and the perpetrator is arrested, what services or resources are needed?**
  - a) What housing, relocation, financial assistance, counseling, stay away orders, or other services are needed while offender is incarcerated? When offender is released?
- 2) **Do services or resources seem to be available to you? Do you know how to access them?**
  - a) How did you hear about these services or resources? What are some ways that this information could be made more available to victims?
  - b) How can victims access these resources? Are family members able to access these?
  - c) Are there eligibility requirements that create barriers for some victims? Are there barriers to accessing services for victims with criminal records?
  - d) Is the application process straightforward?
  - e) Do you feel that these services helped to prepare you for offender's release?
- 3) **How well do these services or resources work?**
  - a) How well did these services meet your needs? What were the shortcomings or gaps? What help, if any, did you receive that was the most valuable?
  - b) Did you find that the staff and services provided were relevant to people of diverse backgrounds? Were they culturally competent?
  - c) Did you find that the staff was adequately trained in unique issues related to experience of being victimized, e.g., trauma recovery?
  - d) If applicable, did these services help to prepare you to live in the same community as your offender?
- 4) **Did you have any experience requesting restitution?**
  - a) If so, how well did this work for you?
  - b) What are some ways, if any, that this process could be improved?
  - c) What can a victim do when restitution is not paid?

- 5) In your experience, how well does the victim notification process work?
  - a) Who is responsible for notifying a victim?
  - b) How could the system do a better job of staying in touch with a victim prior to the offender's release? And after the offender's release?
  - c) Do you feel your safety was well planned for, prior to the offender's release? What could be improved, if anything?
  
- 6) How can we all do a better job of reducing new crimes committed by people in prisons and jails?
  - a) What rehabilitative and restorative programs and services could work?
  - b) How can offenders' best become safe and contributing community members?
  
- 7) Is there anything else you want the City to know in order to best help people exiting jails and prisons, and their victims?