



Tulare County Community Corrections Partnership

Minutes – July 14, 2025

Committee Name:	Community Corrections Partnership	Starting Time: 2:00 p.m.	Ending Time: 2:16 p.m.
Place:	Probation Headquarters – Administration Conference Room		
Executive Committee Present:	Kelly Vernon, Chief Probation Officer (Chair), Tulare County Probation Department; Erin Brooks, Public Defender, Tulare County Public Defender’s Office; Jason Salazar, Chief of Police, City of Visalia, Police Department; Tim Ward, District Attorney, Tulare County District Attorney’s Office; Jessica Nevarez, Director of Court Operations, Tulare County Superior Court (proxy for Stephanie Cameron, Court Executive Officer, Tulare County Superior Court)		
Executive Committee Absent:	Mike Boudreaux, Sheriff-Coroner, Tulare County Sheriff’s Office; Stephanie Cameron, Court Executive Officer, Tulare County Superior Court; Donna Ortiz, HHSA Director, Tulare County Health and Human Services Agency		
Members Present:	Mary Escarsega-Fechner, Executive Director, C-SET, Inc.; Tim Hire, Superintendent, Tulare County Office of Education; Adam Peck, Director, Workforce Investment Board; Andy Swarthout, Captain, City of Visalia, Police Department; Joe Torres, Assistant Sheriff, Tulare County Sheriff’s Office		
Members Absent:	Jason T. Britt, County Administrative Officer, Tulare County Administrative Office; Dan Underwood, Chief Deputy District Attorney, Tulare County District Attorney’s Office; Ron Westphal, Assistant Public Defender, Tulare County Public Defender’s Office		
County Staff Present:	Margarita Luna, Deputy Chief Probation Officer, Tulare County Probation Department; Robert Hernandez, Senior Administrative Analyst, Tulare County Administrative Office; Yesenia Magaña-Rocha, Staff Services Analyst, Tulare County Probation Department; Muriel Tubillo, Staff Services Analyst III, Tulare County Probation Department; Susanna Reyes, Inmate Programs Manager, Tulare County Sheriff’s Office		

Guests Present:	None
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	Discussion	Person(s) Responsible
I. Call to Order	Chief Vernon called the meeting to order at 2:00 p.m. There was a quorum present.	Chief Vernon
II. Public Comments	None	Chief Vernon
III. Announcements	None	Chief Vernon
IV. New Business		
a. Probation Updates	Deputy Chief Probation Officer Margarita Luna announced that Tulare County Probation will start the Police Partnership with different agencies and is expected to start within a couple of months, if not sooner.	Deputy Chief Luna
b. Local Innovation Funds	Chief Probation Officer Kelly Vernon reminded everyone that there is an item called the Local Innovation Funds, which requires the committee to allocate 10 percent of the Realignment Growth and put it in a Local Innovation Fund, and is available for local spending at the discretion of the Board of Supervisors. Any spending from this fund will require Board approval. There was a memorandum that was sent out in February 2014 describing what the fund entails. A copy of this memorandum will be included in the email sent with these minutes.	Chief Vernon
c. CCP funding presentation- Public Defender	The Public Defender's Office funds four positions with the amount received from the Community Corrections Partnership: 1. Legal Office Assistant 2. Attorney IV 3. Public Defender Investigator Assistant 4. Paralegal I In fiscal year 2024-25, the office received \$446,595, which was allocated to salary, benefits, and other associated costs, such as workers' compensation, retirement, social security, etc. Those associated with these positions do not solely work on AB 109 cases. The current case management system is limited, and it would be extremely difficult to divide work among these employees. However, the Public Defender Department's mission statement and goals are in line	Erin Brooks
IV. New Business (continued)		

	Discussion	Person(s) Responsible
V. Action Items (continued)		
b. Public Defender's funding request(continued)	The action was approved. Abstained: Erin Brooks.	Erin Brooks
Next Meeting Date:	October 27, 2025, at 2:00 PM	Chief Vernon
Minutes Prepared By:	Muriel Tubillo, Staff Services Analyst III	
MINUTES READ / APPROVED BY: Kelly Vernon, Chief Probation Officer		