



Tulare County Community Corrections Partnership

Minutes – October 27, 2025

Committee Name:	Community Corrections Partnership	Starting Time: 2:05 p.m.	Ending Time: 2:55 p.m.
Place:	Probation Headquarters – Administration Conference Room		
Executive Committee Present:	Kelly Vernon, Chief Probation Officer (Chair), Tulare County Probation Department; Stephanie Cameron, Court Executive Officer, Tulare County Superior Court; Dr. Natalie Bolin, Mental Health Director, Tulare County Health and Human Services Agency (proxy for Donna Ortiz, Director, Tulare County Health and Human Services); Jason Salazar, Chief of Police, City of Visalia, Police Department; Tim Ward, District Attorney, Tulare County District Attorney's Office		
Executive Committee Absent:	Mike Boudreaux, Sheriff-Coroner, Tulare County Sheriff's Office; Erin Brooks, Public Defender, Tulare County Public Defender's Office; Donna Ortiz, HHSA Director, Tulare County Health and Human Services Agency		
Members Present:	Mary Escarcega-Fechner, Executive Director, C-SET, Inc.; Jennie Bautista, Interim Executive Director, Workforce Investment Board; Andy Swarthout, Captain, City of Visalia, Police Department; Joe Torres, Assistant Sheriff, Tulare County Sheriff's Office; Ron Westphal, Assistant Public Defender, Tulare County Public Defender's Office		
Members Absent:	Jason T. Britt, County Administrative Officer, Tulare County Administrative Office; Tim Hire, Superintendent, Tulare County Office of Education; Jessica Nevarez, Director of Court Operations, Tulare County Superior Court; Dan Underwood, Chief Deputy District Attorney, Tulare County District Attorney's Office		
County Staff Present:	Margarita Luna, Deputy Chief Probation Officer, Tulare County Probation Department; Robert Hernandez, Senior Administrative Analyst, Tulare County Administrative Office; Muriel Tubillo, Staff Services Analyst III, Tulare County Probation Department		

Guests Present:	None
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	Discussion	Person(s) Responsible
I. Call to Order	Chief Vernon called the meeting to order at 2:05 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 reported that the Tulare County Probation Department has entered into agreements with the Police-Probation Partnership of Tulare County, including formal collaborations with the Visalia Police Department, Tulare Police Department, and Porterville Police Department. She further stated that the Department is pursuing a similar agreement with the Tulare County Sheriff's Department. Additionally, Deputy Chief Luna noted that the Department continues to operate the Mobile Service Center, which provides remote probation services three days per week across ten cities within Tulare County. This initiative enhances access to services for clients who may otherwise be unable to travel to the main offices.	Deputy Chief Luna
b. CCP funding presentation – District Attorney	The District Attorney's Office provided a presentation regarding the board-approved agreement established with Sicuro Data Analytics in 2023. The purpose of this agreement is to enhance the presentation and analysis of departmental data, particularly in relation to the requirements of the Racial Justice Act. The initiative aims to ensure that the District Attorney's Office is prepared to provide accurate and comprehensive data in the event of challenges under the Racial Justice Act concerning convictions, pleas, or related matters. It was noted that some data anomalies remain, and the department has been engaged in data cleanup efforts over the past two years. The District Attorney's Office expressed optimism that the implementation of the new case management system will improve data integrity and support future analytical needs.	Tim Ward

	Discussion	Person(s) Responsible
c. CCP Plan Update (FY 25-26)	Chief Vernon reported that there have been no updates to the Community Corrections Partnership (CCP) Plan since Fiscal Year 2023–2024. She noted that in previous years, a subcommittee was responsible for developing the annual CCP Plan, with each member contributing information from their respective departments. Chief Vernon proposed reestablishing this subcommittee to begin work on the CCP Plan for Fiscal Year 2025–2026. She emphasized that maintaining an annual CCP Plan would help address potential future scrutiny by providing clear justifications for the use of AB 109 funds. The most recent version of the plan will be redistributed to all committee members in preparation for the January meeting, where an update to the plan will be presented.	Chief Vernon
V. Action Items		
a. Approve Meeting Minutes		
i. July 14, 2025	Motion to approve: Tim Ward. 2 nd : Jason Salazar. The action was unanimously approved.	Chief Vernon
b. Approve distribution of CCP Funding (FY 25-26)	Chief Vernon provided an overview of the current Community Corrections Partnership (CCP) funding allocation process, explaining that funds are presently distributed by first allocating the Inmate Healthcare portion, followed by dividing the remaining balance equally between the Probation Department and the Sheriff's Office. The Courts' funding is then allocated from Probation's share. She noted that under the previous allocation method, the Courts' funding was distributed immediately after the Inmate Healthcare portion, before the remaining funds were divided equally between Probation and the Sheriff's Office. Chief Vernon proposed returning to the previous allocation method, whereby the Inmate Healthcare portion would be allocated first, followed by the Courts' share, with the remaining funds then divided equally between the Probation Department and the Sheriff's Office. She further noted that the District Attorney's Office and the Public Defender's Office would continue to receive their allocations from Probation's share. The proposed funding distribution will be presented to the Board of Supervisors for consideration. Detailed allocation amounts are included as a separate attachment to these meeting minutes. Motion to approve: Natalie Bolin. 2 nd : Tim Ward.	Chief Vernon
Next Meeting Date:	January 26, 2026, at 2:00 PM	Chief Vernon

	Discussion	Person(s) Responsible
Minutes Prepared By:	Muriel Tubillo, Staff Services Analyst III	
MINUTES READ / APPROVED BY: Kelly Vernon, Chief Probation Officer		