

**County of Santa Clara**  
**Office of the Sheriff**  
**Office of the County Executive**



**DATE:** June 12, 2018

**TO:** Honorable Board of Supervisors  
Jeffrey V. Smith, County Executive

**FROM:** Carl Neusel, Undersheriff and Interim Chief of Correction *C. Neusel 1652*  
Martha Wapenski, Deputy County Executive *MW*

**SUBJECT:** Off Agenda Report on Discharge and Transition of Inmates into the Community

On August 15, 2017, the Board of Supervisors directed the Sheriff's Office and the County Executive's Office to provide an off-agenda report relating to the best place to have discussions about discharge and transition into the community, collaboration with the Court, use of Jail Management System in the future, and how to coordinate this work.

*Current Initiatives for Discharge and Transition*

Discharge and transition services for targeted populations based on health needs and risk to recidivate can range from:

1. Basic discharge where inmates are released with information to access services in the community and supported by their families; to
2. Programs for mental health or substance use treatment; to
3. Client navigation, such as peer mentors, community workers, and community health workers, provided by the County or Community Based Organizations; to
4. Services provided by the County and the Reentry Resource Center.

There are many discharge and transition initiatives currently in place. While in custody, Rehabilitation Officers meet with inmates to encourage participation in programs. They will also work with inmates to complete an assessment similar to the post-release assessment by Probation to identify areas to focus on and complete discharge planning for inmates at a risk of recidivism. Within Custody Health and Custody Behavioral Health, staff provides discharge documentation and prescriptions.

The Reentry Resources Center staff and community partners specialize in transition planning and coordinate the Community Awaiting Placement Supervision (CAPS) program.

### *Public Discussion and Coordination*

Discharge and transition is a complex process and involves many County and community stakeholders. As such, there are many internal and public discussions about discharge and transition into the community that occur during regular meetings such as Health and Hospital Committee, the Reentry Network, CAPS weekly review, CHS monthly transition discharge meeting, and Whole Person Care. Staff reviewed the current process and determined the discussions should continue as they are, since the process gives the various stakeholders the ability to be involved in the public discussions. When collaboration with the Court and information technology is layered onto this work, there is a need for coordination from County and Board leadership. The work of coordinating these initiatives would most appropriately be placed at the Public Safety and Justice Committee (PSJC) that has law and justice department heads, the Court, and Board members present. From there, PSJC can provide direction about specific work that would be referred to the appropriate group for follow-up.

### *Information Technology Supporting Discharge and Transition*

Information technology is an important component of discharge and transition. This data can be used for identifying and measuring outcomes, like connecting clients to services.

Healthlink was implemented in May 2017 for Custody Health Services. The system has been populated over the last year with patient data and management reports are being continuously constructed. Currently, the management data reports are undergoing a quality assurance process and soon the data can be reported at the Health and Hospital Committee.

The Referral Tracking System at the Reentry Resource Center (RRC) will be a centralized tracking system in place that enables the RRC to track performance measures such as recidivism, crime rates, and probation violations. The system is undergoing re-design and development work, and the implementation date is still to be determined.

The Jail Management System (JMS) is anticipated to track and report on Inmate Management such as booking and release, Inmate Services such as programs, in-custody behavior, and provides Sheriff's Administration with management reports. The Jail Management System (JMS) project will support improved operations within the Jail, movement of operations toward a paperless environment, and increase the timeliness of information and the ability to share with other County agencies. The anticipated implementation is Spring 2019.

The Corrections Assessment and Intervention System (CAIS) in Probation and the Sheriff's Office allows staff to assess the risks and needs of inmates and probation clients. CAIS identifies specific supervision strategies that best facilitate behavior change. Specifically, the CAIS instrument identifies four supervision strategies that provide a method for addressing the reasons people commit crimes. Based on the results of the tool, staff is guided to provide one of the four following strategies:

1. selective intervention,
2. limit setting,
3. environmental structure, or
4. casework/control.

cc: Chief Board Aides  
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