



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

Agenda & Meeting Notice

California Probation, Parole and Correctional Association
4th Quarterly Board of Directors Meeting
Tuesday, December 15, 2020, 10am – 12:00pm
Conference call: (712) 432-3447 Passcode: 321133

Agenda Items

- I. Call to Order, President's Welcome by Shawn Arrington, Introductions, & Roll Call
- II. Establishment of Quorum of Executive Board
- III. Approval Of Minutes from October 7, 2020
- IV. Executive Directors Report – Michelle Merrill
 - i) Membership Report / Correctional News / E-Zine Report
 - ii) Financial Reports
 - iii) Treasurer's Report – Bridgette Coprich, Los Angeles County Probation
 - iv) Regional Meetings Update (No update)
- V. New Business
 - i) 2021 Proposed budget
- VI. Old Business
- VII. Other Business
 - i) Items not on the agenda
- VIII. Legislative Report
Danielle Sanchez, WPSS Group
- IX. President's Report
Shawn Arrington, San Bernardino County Probation
- X. Immediate Past President's Report
Greg McLean, Alameda County Probation
- XI. Vice Presidents' Report
 - i) 1st VP – Greg Moore, Kern County Probation
 - ii) 2nd VP – Nichole Whitten, Yolo County Probation
 - iii) Northern Region VP – Jim Amaral, Nevada County Probation
 - iv) North Coastal Region VP – Eric Gomes, Alameda County Probation
 - v) Northern DAPO RVP – Denise LeBard, CDCR, DAPO
 - vi) Northern DAI RVP – Rick Hill, CDCR, Warden, DAI



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

- vii) Southern DAPO RVP – Karen Thacker, CDCR, DAPO
- viii) Southern DAI RVP – Vacant
- ix) Central Valley Region VP – Renee Arthurs, Kern County Probation
- x) Southern Region VP(s) – Crystal Nieto, Riverside County Probation
Leanne Steinhaus, Los Angeles County Probation

XII. Report from the State Delegate Chair, Michael Regan, Kern County Probation

XIII. Report of Agency Representatives

- i) CDCR – Vacant
- ii) CDCR – Vacant
- iii) CPOC – Vacant
- iv) CAPIA – Vacant
- v) CAPSA – Vacant
- vi) BSCC – Sara Dunham, BSCC
- vii) JJDP – Gwendolyn Jackson-Tucker, Sacramento County Juvenile Justice

Commission

XIV. Committee Reports

- i) Conference Committee –Mireya Macias, Chair
- ii) Legislative Committee – Janelle Herrera, Chair
- iii) Membership Committee – Vacant
- iv) Planning & Professional Development Committee – Vacant
- v) Awards Committee – Vacant
- vi) Nominations Committee – Vacant
- vii) Webpage & Technology Committee – Vacant
- viii) Fundraising Committee – Vacant

XV. Other Business/Open Forum

XVI. Next Board Meeting - March - TBD



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

2020 Board of Directors

Executive Board

President

Shawn Arrington
San Bernardino County Probation
shawn.arrington@prob.sbcounty.gov
(951) 377-7395
Term Expiration; 12/31/2020

1st Vice President

Greg Moore
Kern County Probation
gregmoore@kernprobation.org
(661) 868-4482
Term Expiration; 12/31/2020

2nd Vice President

Nichole Whitten
Yolo County Probation
nichole.whitten@yolocounty.org
(530) 406-5320
Term Expiration; 12/31/2020

Northern Regional Vice President

Jim Amaral
Nevada County Probation
Jim.amaral@co.nevada.ca.us
(530) 277-9482
Term Expiration; 12/31/2022

Northern Coastal Regional Vice President

Eric Gomes
Alameda County Probation
egomes@acgov.org
(510) 461-3150
Term Expiration; 12/31/2022

Northern DAPO Regional Vice President

Denise LeBard
CDCR, Division of Adult Parole, Chief Deputy Regional
Administrator
denise.lebard@cdcr.ca.gov

Northern DAI Regional Vice President

Rick Hill
CDCR, Division of Adult Institutions, Warden
rick.hill2@cdcr.ca.gov

Central Valley Regional Vice President

Renee Arthurs
Kern County Probation
reneeearthurs@kernprobation.org
(661) 330-6901
Term Expiration; 12/31/2022

Southern DAPO Regional Vice President

Karen Thacker
CDCR, Regional Parole Administrator
karen.thacker@cdcr.ca.gov

Southern DAI Regional Vice President

Vacant

Southern Regional Vice President

Crystal Nieto
Riverside County Probation
cnieto@rivco.org
(760) 863-8430
Term Expiration; 12/31/2021

Southern Regional Vice President

Leanne Steinhaus
Los Angeles County Probation
Leanne.steinhaus@probation.lacounty.gov
(909) 782-0741
Term Expiration; 12/31/2022

Treasurer

Bridgette Coprich
Los Angeles County Probation
bridgette.coprich@probation.lacounty.gov
(323) 298-3521
Term Expiration; 12/31/2020

State Chair of the Delegates

Michael Regan
Kern County Probation
Michael.regan@kernprobation.org
(323) 497-0684
Term Expiration; 12/31/2020

Immediate Past President

Greg McLean
Alameda County Probation
(925) 803-7146
ghmclean@acgov.org
Term Expiration; 12/31/2020



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

The Executive Committee is made up of the following positions: President, 1st VP, 2nd VP, Treasurer, Regional VP's, State Chair of the Delegates, and the Immediate Past President.

A quorum is established with 10 members of the Executive Committee present to vote.

2020 Agency Representatives & Committee Chairs

CDCR Representative(s)

Vacant

CDCR Representative(s)

Vacant

CPOC Representative

Vacant

CAPIA Representative

Daniel Castanada

Riverside County Probation

dcastanada@rivco.org

Term: by appointment

CAPSA Representative

Kim Craddock

Calaveras County Probation

kcraddock@co.calaveras.ca.us

Term: by appointment

CPPCA JJDP Committee Chair

Gwendolyn Jackson-Tucker

Sacramento County Commissioner

gwenjt@comcast.net

(916) 284-7476

Term: by appointment

CPPCA Legislative Committee Co-Chair

Janelle Herrera

Kern County Probation

herreraj@kernprobation.org

(661) 868-4149

Term: by appointment

CPPCA Planning & Professional Development Committee Chair

Vacant

CPPCA Nominations & Elect. Cmte Chair

Vacant

CPPCA Public Information Committee

This committee is made up of the following individuals:

CPPCA President

CPPCA Legislative Advocate

CPPCA Executive Director

CPPCA Membership Committee Chair

Vacant

CPPCA Fundraising Committee Chair

Vacant

CPPCA Conference Committee Chair

Mireya Macias

San Bernardino County Probation

CPPCA Awards Committee Chair

Vacant

Management Firm

Merrill Management Group

Assoc. Management

4 Emporia Court

Elk Grove, CA 95758

(916) 207-0868

Management:

Michelle R. Merrill, Executive Director

michelle@cppca.org

Scott Merrill, Director

scott@cppca.org

CPPCA Mailing Address

P.O. Box 1947

Sacramento, CA 95812

Office Phone: (916) 448-5810

Office Fax: (866) 448-5810



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

California Probation, Parole and Correctional Association
Regular Meeting, Agenda Item III

Meeting Minutes, Board of Directors Meeting; October 7, 2020

Attached are the minutes from the 3rd Quarterly Board of Director's meeting.

CPPCA staff recommendation(s):

1. Review and approve the minutes as submitted.

Michelle R. Merrill
Executive Director

December 15, 2020 4th Quarterly BOD Meeting

CPPCA 3rd Quarterly Board Meeting
October 7, 2020
Conference Call
Conference line: (712) 432-3447 Passcode: 321133

I. Call to order

The meeting was called to order at 10:03 a.m. A quorum was established.

II. Roll Call/Introductions

President Shawn Arrington welcomed everyone to the meeting and asked for introductions.

Board Members present

Shawn Arrington, President
Greg Moore, 1st VP
Nichole Whitten, 2nd VP
Jim Amaral, Northern RVP
Eric Gomes, North Coastal RVP
Crystal Nieto, Southern RVP
Rick Hill, CDCR DAI Northern RVP
Renee Arthurs, Central Valley RVP
Karen Thacker, CDCR DAPO Southern RVP
Michael Regan, Delegate Chair
Greg McLean, Immediate Past President

Board Members Not Present

Denise LeBard, CDCR DAPO Northern RVP
Bridgette Coprich, Treasurer
Leanne Steinhaus, Southern RVP

Contractors Present

Michelle Merrill, Executive Director
Danielle Sanchez, Legislative Advocate

Approval of Minutes from June 2, 2020 BOD Meeting

The minutes submitted were reviewed. No corrections were noted. **A motion to accept the minutes as submitted was made by Rick Hill and seconded by Greg Moore. Motion carries.**

IV. Management Report

Michelle Merrill provided a membership and management report. Michelle reported that the current active membership is at 1,064; reporting that membership is down by two people. Michelle talked about how with Covid that most people were on hybrid or working from home work schedules, which added additional barriers to engaging members. Michelle talked about how they have billed the DAPO members for renewals and setting up more online training opportunities. She talked about how the training that CPPCA has offered since August was well received by attendees but not highly attended. During the pandemic many organizations and departments were offering a multitude of training opportunities, making it competitive. Michelle indicated that CPPCA paid out a little more out to trainers than what was brought in by way of registrations. She talked about sending invoices out San Bernardino Probation members for renewals and how CPPCA applied for the EIDL (Economic Injury Disaster Loan) offered by the Small Business

Administration which is a federal loan at a very low interest. There were questions about the EIDL loan from board members.

Michelle provided financials for the board. A Correctional News calendar was also provided in the packet.

Financials

The CPPCA financials were provided for the board of directors in their packets.

V. New Business

i) Online Training Report – a report was included on the online trainings that CPPCA has offered since August 2020. The report included attendee participation and fees paid out to trainers versus registration fees collected.

VI. Old Business

No old business

VII. Other Business

No other business

VIII. Legislative Report

Danielle Sanchez, WPSS Group Legislative Advocate provided a legislative update. Danielle talked about how the Governor finished taking action on bills and that the Legislature concluded this year and will be back in December. She talked about how the year has been shaped by Covid and a public health crisis. Danielle discussed the many calls for criminal justice change. She provided a handout with bills that CPPCA is following and talked about bills of importance to CPPCA. See handout.

IX. Presidents Report

Shawn Arrington thanked everyone for joining the call. He talked about how in San Bernardino they are doing a lot of in-house training and working with the training units. Shawn talked about how normally they do membership drives with core trainings and that this year they weren't able to do the same type of membership drives. He requested that Michelle send invoices to San Bernardino members for them to pay. Shawn indicated that he has a lot of questions about DJJ realignment.

Immediate Past President

Greg McLean reported that his county was waiting for the budget and that his department was supposed to get re-organized soon and that they are in a holding pattern.

1st VP

Greg Moore reported that most of his department was on modified duty. He talked about that they have a 120 bed facility that has 34 in custody currently. Greg indicated that they expect to go back to full duty around November 14th.

2nd VP

Nichole Whitten reported that her department was waiting for the budget too and they have lay-offs, but sent them to the Covid center so they weren't completely off work. Nichole indicated that the schools are still doing distance learning and she noted that she heard that the county was looking into contracting for juvenile

services.

Northern Region VP

Jim Amaral indicated that in Nevada county, 90% of staff were in the office and that they were in the orange tier. He indicated that schools were a hybrid with half time in the classroom and half time at home doing distance learning. Jim noted that his juvenile hall was closing and they had a population of two juveniles.

North Coast Region VP

Eric Gomes had nothing to report

CDCR, DAPO Northern RVP

No report

CDCR, DAI Northern RVP

Rick Hill reported that they've had Covid outbreaks at several institutions; with 14,000 tested positive, 1,600 active and 12,000 resolved. The institution at Folsom had one death from Covid and there have been 69 deaths between all of the California institutions. Rick indicated that CDCR has been trying to reduce the institution populations with 31,000 inmates released; bringing the inmate totals to 94,406 as of October 7, 2020. Rick talked about how Secretary Diaz retired and Kathleen Allison is now the Secretary of CDCR.

Central Valley VP

Renee Arthurs had nothing to report.

Southern Region VP(s)

Crystal Nieto reported that they have been in the office in Riverside County but it's more of a hybrid work schedule since so many have kids at home doing distance learning. Crystal reported that they have three detention centers and have 84 juveniles in custody. They also have one treatment center with 30 clients. She said that their budget is ok and the department is promoting. She noted that the area schools were looking to go with a hybrid classroom schedule.

No report from Los Angeles Probation.

CDCR, DAPO Southern RVP

Karen Thacker reported that they are in Phase II operations and doing home calls. They are staying at the front door for the home calls and that 25% of staff are in the office. They've had some employee exposures.

CDCR, DAI Southern RVP

No report.

State Chair of the Delegates

Michael Regan reported that training in his county has been busy. They graduated one transfer core and they're starting a DPO core and hiring DPO's.

X. Agency Reports

1. CDCR / Institutions– No report.
2. CDCR / DAPO – No report.
3. BSCC – No report.

4. CAPIA – No report.
5. CPOC – No report.
6. CAPSA – No report.
7. JJDPC – No report.

XI. Committee Reports

1. Conference Committee Chair – No further report.
2. Legislative Committee – No report.
3. Membership Committee – No report.
4. Planning and Professional Development – No report.
5. Nomination & Elections Committee – No report.
6. Web site / Technology Committee – No report.
7. Awards Committee – No report.
8. Fundraising Committee – No report.

Other Business / Open Forum

No further business.

Schedule Next Board Meeting

The next board of directors meeting date will be determined by sending a Doodle poll.

Adjournment

The motion was made by Greg Moore and seconded by Renee Arthurs to adjourn the meeting at 11:47 a.m. Motion carries.



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

California Probation, Parole and Correctional Association
Regular Meeting, Agenda Item IV, i, ii, iii

Management Report – Financial Reports

Management, Financial reports are attached

CPPCA staff recommendation(s):

1. Review and discuss as necessary.

Michelle R. Merrill
Executive Director

December 15, 2020 4th Quarterly BOD Meeting

Management Report

December 15, 2020

I. Membership

Since October, CPPCA membership has dropped to 686 due to 223 DAPO members that we haven't received payment for and 155 invoiced San Bernardino Probation members that haven't renewed. We received a call from San Bernardino Probation asking about invoices, so I believe that they are gathering invoices to pay, but to date, we haven't received a check for the renewals. A couple executive staff members have renewed online from San Bernardino County Probation.

We secured three more trainings to hold via online in January, February, April and May.

January 5th & 7th – Stress & Havoc or Peace & Calm: Effectively Managing Stress (8hr)

January 12 & 14 – Creating a Trauma Informed Juvenile Justice Team (8hr)

April 13 & 15, April 27 & 29, May 11 & 13 – New Choices: Developing Effective Leaders (24 hr)

We are continuing to work with the SBA for the EIDL loan and are finally at the second to the last stage of the process. The final stage is signing and closing. I will let the board know when we are at that stage.

Financial

The current CPPCA financials are provided in the board of directors packet. There are no accounts payable items and the credit card is paid in full monthly. The financials reflect how much CPPCA needs an in-person training conference to sustain itself over the year.

II. Association Communications:

Staff works closely with Danielle Sanchez, WPSS Group for the timely distribution of legislative information, state of the state and important State Capitol issues.

CPPCA.org

CPPCA staff provides regular updates to the website. This year we've added a "Members Only" access that includes a member forum to ask questions, seek input and have discussion with other members only. The general public will not be able to view the forum.

Correctional News

CPPCA editorial calendar – Target is to be delivered monthly via ezine format -

Editorial Plan		
<u>Issue</u>	<u>Content</u>	<u>Submission and Eblast Schedule</u>
January 2021	Winter Edition – Conference presenters / Sponsorship / Exhibit opportunities.	January 28, 2021

February 2021	Meet the Board	February 25, 2021
March 2021	Announcement for Conf.	March 18, 2021
April 2021	Legislative summary for Early 2021. Bills of interest, Legislative Committee analysis, white papers, etc.	-Content due to staff no later than one week following the March/April meeting of the Legislative Committee. (April 22, 2021)
May 2021	Online Conference marketing, membership information update and conference	May 20, 2021
June 2021	Online Conference Marketing, Ability to renew / pay for membership and three news stories will be presented.	June 17, 2021 - Ezine
July 2021	Online Training Promotion, Budget updates	-Content due to staff no later than July 15, 2021 .
August 2021	Online Training Marketing	August 19, 2021 - Ezine
September 2021	Online Training	September 16, 2021 - Ezine
October 2021	Online Training offerings	October 24, 2021 - Ezine
November 2021	Fall Edition – news	November 18, 2021 - Ezine
December 2020	Holiday Edition – news	December 18, 2020 - Ezine

California Probation, Parole and Correctional Association

Balance Sheet

As of November 30, 2020

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1000 Banner Bank	0.00
1001 NY Life Securities - Cash	0.00
1002 US Bank	165.30
1003 Banner Bank - Conference	0.00
1004 US Bank - Conference	2,223.30
Total Bank Accounts	\$ 2,388.60
Accounts Receivable	
1200 Accounts Receivable	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
1299 Undeposited Funds	0.00
1500 Prepaid Expense	15,000.00
Uncategorized Asset	-4,000.00
Total Other Current Assets	\$ 11,000.00
Total Current Assets	\$ 13,388.60
TOTAL ASSETS	\$ 13,388.60
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
2002 US Bank - Credit Card	0.00
US Bank Central Bill Account - 7480	138.63
Total Credit Cards	\$ 138.63
Other Current Liabilities	
2005 Deferred Professional Dues	0.00
2006 Deferred Retired Member Dues	0.00
Total Other Current Liabilities	\$ 0.00
Total Current Liabilities	\$ 138.63
Total Liabilities	\$ 138.63
Equity	
3001 Opening Bal Equity	9,357.21
3010 Unrestrict (retained earnings)	-24,339.39
3050 General Fund	66,345.55
3051 Rounding	0.00
Total 3050 General Fund	\$ 66,345.55
Net Income	-38,113.40

Total Equity	\$	13,249.97
TOTAL LIABILITIES AND EQUITY	\$	13,388.60

Thursday, Dec 10, 2020 10:18:15 AM GMT-8 - Accrual Basis

California Probation, Parole and Correctional Association
Budget vs. Actuals: FY_ 2020 - FY20 P&L
January - December 2020

	Total			
	20-Nov	Yr-to-Date	Budget	over Budget
Income				
4000 Dues Income				0.00
4002 Professional Dues	4405.84	64,965.29	120,000.00	-55,034.71
4005 Retired Member Dues		68.82	300.00	-231.18
Total 4000 Dues Income	\$ 4,405.84	\$ 65,034.11	\$ 120,300.00	-\$ 55,265.89
4020 Conference				0.00
4024 Attendee - Revenue	1,742.44	7,639.44	113,000.00	-105,360.56
4026 Sponsor - Revenue			15,000.00	-15,000.00
4027 Exhibitor - Revenue			28,000.00	-28,000.00
4028 Raffles/Live-Silent Auction			1,500.00	-1,500.00
4030 Promopiece & Postage			1,000.00	-1,000.00
Total 4020 Conference	\$ 1,742.44	\$ 7,639.44	\$ 158,500.00	-\$ 150,860.56
4100 Regional Trainings			2,000.00	-2,000.00
Uncategorized Income		10,000.00		10,000.00
Total Income	\$ 6,148.28	\$ 82,673.55	\$ 280,800.00	-\$ 198,126.45
Gross Profit	\$ 6,148.28	\$ 82,673.55	\$ 280,800.00	-\$ 198,126.45
Expenses				
5000 Dues and Membership		589.38	5,000.00	-4,410.62
5020 Regional Trainings Expense			3,000.00	-3,000.00
5035 Conference Expenses				0.00
6000 Food & Beverage			75,000.00	-75,000.00
6001 Raffle Giveaway			800.00	-800.00
6002 Tote Bags/Name Badges			6,000.00	-6,000.00
6003 Audio/Visual			6,000.00	-6,000.00
6004 Awards			1,100.00	-1,100.00
6005 Entertainment			1,449.00	-1,449.00
6006 Trainer / Board of Directors	3,000.00	10,500.00	5,500.00	5,000.00
6007 Staff Travel			1,500.00	-1,500.00
6008 Printing/Signs			6,000.00	-6,000.00
6010 Speaker Gifts			300.00	-300.00
6011 Vendor Booth Decorator			6,000.00	-6,000.00
6012 Miscellaneous Supplies		220.00	700.00	-480.00
Total 5035 Conference Expenses	\$ 3,000.00	\$ 10,720.00	\$ 110,349.00	-\$ 99,629.00
5045 Board				0.00
5046 Meeting Cost		586.63	3,500.00	-2,913.37
5047 Room and Travel			400.00	-400.00
Total 5045 Board		\$ 586.63	\$ 3,900.00	-\$ 3,313.37
5050 Website		275.88	300.00	-24.12
5060 Legislative Activities				0.00
5061 Contractor		40,000.00	48,000.00	-8,000.00
5062 Misc. Legislative Activities		232.49	300.00	-67.51

Total 5060 Legislative Activities		\$	40,232.49	\$	48,300.00	-\$	8,067.51	
5070 Administrative							0.00	
5072 Office Expense	138.63		1,591.78		3,000.00		-1,408.22	
5073 Staff Services Contract	5,000.00		61,000.00		60,000.00		1,000.00	
5075 Bus/comm. Meetings			38.22		500.00		-461.78	
5076 Insurance/Business			1,165.00		1,200.00		-35.00	
5077 Interest Charges					2,000.00		-2,000.00	
5078 Accounting/Audits					1,300.00		-1,300.00	
5079 Board/Leadership			249.34		3,000.00		-2,750.66	
5080 Member Insurance Benefits			92.98				92.98	
Total 5070 Administrative	\$	5,138.63	\$	64,137.32	\$	71,000.00	-\$	6,862.68
5090 Tax and Insurance								0.00
5091 Franchise Tax & Insurance	10.00		10.00		10.00			0.00
Total 5090 Tax and Insurance	\$	10.00	\$	10.00	\$	10.00	\$	0.00
5095 Merchant Fees/Bank Charges					1,000.00			-1,000.00
5100 Travel Reimbursement					500.00			-500.00
5120 Miscellaneous Expense					10,000.00			-10,000.00
Uncategorized Expense			4,000.00					4,000.00
Total Expenses	\$	8,148.63	\$	120,551.70	\$	253,359.00	-\$	132,807.30
Net Operating Income	\$	(2,000.35)	\$	(37,878.15)	\$	27,441.00	-\$	65,319.15
Net Income	\$	(2,000.35)	\$	(37,878.15)	\$	27,441.00	-\$	65,319.15

Thursday, Dec 10, 2020 10:22:48 AM GMT-8 - Accrual Basis



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

California Probation, Parole and Correctional Association
Regular Meeting, Agenda Item VIII

Legislative Update Summary

Provided as a handout at the meeting.

CPPCA staff recommendation(s):

1. Review and discuss as necessary.

Michelle R. Merrill
Executive Director

December 15, 2020 4th Quarterly BOD Meeting



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

California Probation, Parole and Correctional Association
Regular Meeting, Agenda Item V

New Business

Item i) No new business

CPPCA staff recommendation(s):

1. Review and discuss as submitted.

Michelle R. Merrill
Executive Director

October 7, 2020 3rd Quarterly BOD Meeting

California Probation, Parole and Correctional Association
Budget vs. Actuals: FY - 2021 - FY20 P&L
January - December 2021

	Total			2021 Proposed	
	Actual	Budget	over Budget	Budget	Notes
Income					
4000 Dues Income			0.00		
4002 Professional Dues	64,965.29	120,000.00	-55,034.71	75,000.00	Reduced to be more in line with actual
4005 Retired Member Dues	0.00	300.00	-300.00	300.00	
Total 4000 Dues Income	\$ 64,965.29	\$ 120,300.00	-\$ 55,334.71	\$ 75,300	
4020 Conference			0.00		
4024 Attendee - Revenue	7,639.44	113,000.00	-105,360.56	105,000.00	Values represent anticipated revenue
4026 Sponsor - Revenue		15,000.00	-15,000.00	15,000.00	Values represent anticipated revenue
4027 Exhibitor - Revenue		28,000.00	-28,000.00	28,000.00	Values represent anticipated revenue
4028 Raffles/Live-Silent Auction		1,500.00	-1,500.00	1,500.00	Values represent anticipated revenue
4030 Promopiece & Postage		1,000.00	-1,000.00	1,000.00	Values represent anticipated revenue
Total 4020 Conference	\$ 7,639.44	\$ 158,500.00	-\$ 150,860.56	\$ 150,500.00	
4100 Regional Trainings		2,000.00	-2,000.00	2,000.00	
4101 Insurance Premiums Services			0.00	0.00	
Uncategorized Income	10,000.00		10,000.00	0	EIDL Loan deposit
Total Income	\$ 82,604.73	\$ 280,800.00	-\$ 198,195.27	\$ 227,800.00	
Gross Profit	\$ 82,604.73	\$ 280,800.00	-\$ 198,195.27	\$ 227,800.00	
Expenses					
5000 Dues and Membership	589.38	5,000.00	-4,410.62	1,000.00	Any extra expenses related to dues & membership
5020 Regional Trainings Expense		3,000.00	-3,000.00	3,000.00	For regional training expenses
5035 Conference Expenses			0.00		
6000 Food & Beverage		75,000.00	-75,000.00	75,000.00	F&B minimum is \$55K++ (25% svc chg, 7.75% tax)
6001 Raffle Giveaway		800.00	-800.00	800.00	Raffle gifts
6002 Tote Bags/Name Badges		6,000.00	-6,000.00	5,000.00	Bags, name badge stock & other giveaways
6003 Audio/Visual		6,000.00	-6,000.00	6,000.00	Increased due to more hotel usage
6004 Awards		1,100.00	-1,100.00	1,100.00	In line with actual pricing in 2019
6005 Entertainment		1,449.00	-1,449.00	1,500.00	Event app
6006 Trainer / Board of Directors	10,500.00	5,500.00	5,000.00	5,000.00	Increased to to allow for expert speakers
6007 Staff Travel		1,500.00	-1,500.00	1,500.00	Decreased due to driving & no shipping
6008 Printing/Signs		6,000.00	-6,000.00	6,000.00	Increased slightly to be more in line with 2019 actual
6010 Speaker Gifts		300.00	-300.00	300.00	Need speaker gifts for 2021

6011 Vendor Booth Decorator		6,000.00	-6,000.00	6,000.00	
6012 Miscellaneous Supplies	220.00	700.00	-480.00	600.00	Last minute expenses - printer ink, decorations, etc.
Total 5035 Conference Expenses	\$ 10,720.00	\$ 110,349.00	-\$ 99,629.00	\$ 108,800.00	Total conference income of \$35k
5045 Board			0.00		
5046 Meeting Cost	586.63	3,500.00	-2,913.37	600.00	Lowered to be more in line with actual
5047 Room and Travel		400.00	-400.00	400.00	Reduced to be more in line with actual
Total 5045 Board	\$ 586.63	\$ 3,900.00	-\$ 3,313.37	\$ 1,000.00	
5050 Website	275.88	300.00	-24.12	300.00	Domain registration & email tools
5060 Legislative Activities			0.00		
5061 Contractor	40,000.00	48,000.00	-8,000.00	48,000.00	Stays the same
5062 Misc. Legislative Activities	232.49	300.00	-67.51	300.00	Travel for Advocate to conference / Leg. Mtg Lunch
Total 5060 Legislative Activities	\$ 40,232.49	\$ 48,300.00	-\$ 8,067.51	\$ 48,300.00	
5070 Administrative			0.00		
5072 Office Expense	1,591.78	3,000.00	-1,408.22	1,700.00	Wix website (annual expense), Zoom sub & Memberplanet
5073 Staff Services Contract	61,000.00	60,000.00	1,000.00	60,000.00	Stays the same - recommend not budgeting for incentive
5075 Bus/comm. Meetings	38.22	500.00	-461.78	100.00	Parking for meetings / Candy for exhibit table
5076 Insurance/Business	1,165.00	1,200.00	-35.00	1,200.00	D&O Insurance - same as 2020
5077 Interest Charges		2,000.00	-2,000.00	0.00	No interest charges
5078 Accounting/Audits		1,300.00	-1,300.00	1,300.00	Tax Preparation - same as 2019
5079 Board/Leadership	249.34	3,000.00	-2,750.66	500.00	Other Org Sponsorships
5080 Member Insurance Benefits	92.98		92.98		Removed - no longer offering
Total 5070 Administrative	\$ 64,137.32	\$ 71,000.00	-\$ 6,862.68	\$ 64,800.00	
5090 Tax and Insurance			0.00		
5091 Franchise Tax & Insurance	10.00	10.00	0.00	10.00	Taxes to IRS
Total 5090 Tax and Insurance	\$ 10.00	\$ 10.00	\$ 0.00	\$ 10.00	
5095 Merchant Fees/Bank Charges		1,000.00	-1,000.00	0.00	
5100 Travel Reimbursement		500.00	-500.00	200.00	
5120 Miscellaneous Expense	4,000.00	10,000.00	-6,000.00	0.00	Intended for savings
Total Expenses	\$ 120,551.70	\$ 253,359.00	-\$ 132,807.30	\$ 227,410.00	
Net Operating Income	-\$ 37,946.97	\$ 27,441.00	-\$ 65,387.97	\$ 390.00	
Net Income	-\$ 37,946.97	\$ 27,441.00	-\$ 65,387.97	\$ 390.00	



CALIFORNIA PROBATION, PAROLE AND CORRECTIONAL ASSOCIATION

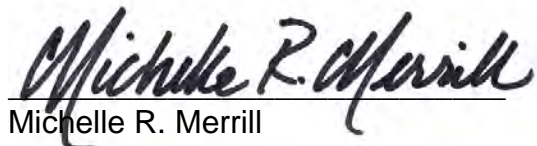
California Probation, Parole and Correctional Association
Regular Meeting, Agenda Item VI.

Old Business

Item i) No old business

CPPCA staff recommendation(s):

1. Review and discuss as necessary.



Michelle R. Merrill
Executive Director

October 7, 2020 3rd Quarterly BOD Meeting

CPPCA Strategic Plan

Adopted June 2, 2015

Mission Statement

The mission of the California Probation, Parole and Correctional Association (CPPCA) is to:

- Promote the professionalism of corrections practitioners
- Support research and evidence based practices relevant to corrections
- Advocate on behalf of corrections to law makers and policy makers
- Educate the public on issues vital to corrections
- Provide education and a supportive network to its members and corrections professionals

Vision Statement

CPPCA is a statewide network of corrections professionals serving as a vital voice for advancing correctional practices and promoting excellence in education, legislative advocacy & public safety.

Core Values

Serving with humility

Acting without prejudice

Upholding the law with dignity

Being objective in the performance of duties

Respecting the rights of all persons

Holding inviolate those confidences reposed

Cooperating with fellow colleagues and related agencies

Aware of responsibilities to the individual and to the community

Improving professional standards through continual education

Strategic Goals

Membership: Increase the value and awareness of CPPCA to grow membership.

Education: Develop, offer and promote professional development and educational opportunities to build leaders within the field of corrections.

Advocacy: Advocate for the field of community corrections, corrections policies and corrections professionals.