



Arcata Police Department

736 F Street, Arcata, California 95521-6211
Telephone 707-822-2428 Fax 707-822-7936

RECEIVED

OCT 20 2017

CAO

October 16, 2017

Humboldt County Administrative Office
825 Fifth Street, Rm 112
Eureka, CA 95501

Re: City of Arcata Measure Z Quarterly Report

Measure Z 1st Quarterly Narrative Fiscal Year 2017-18

- 1. Please describe the Measure Z activities completed and/or total numbers served or reached.*

As of October 16, 2017, the Juvenile Diversion Counselors (JDC's) have 82 open cases to the program. The program has 39 law enforcement referred cases, 39 school referred cases, and 3 School Attendance Review Board (SARB) referred cases. Diversion is providing Brief Intervention Drug and Alcohol Counseling (an evidence-based alcohol and other drug program for adolescents) to 33 youth currently with drug related citations or school infractions that have them placed on a suspended/expulsion contract.

As of October 16, 2017, the JDC's closed 61 cases to the program. 16 cases were referred to juvenile probation based on either failure to comply with condition(s) of their signed Arcata Police Department (APD) Diversion Agreement or their criminogenic needs exceeded the support and supervision that APD Diversion could provide determined by an evidence-based assessment tool called Positive Achievement Change Tool (PACT).

Successes from the 1st Quarter include 12 cases that were closed due to successfully completing the APD Diversion program!

Crystal Perez, APD JDC, completed her week-long Parent Project facilitators training in July 2017. Crystal will be a co-facilitator in the 2nd APD Diversion hosted Parent Project class beginning October 18, 2017 and will conclude January 17, 2018. The class currently has 44 registered parents.

During this last quarter, the JDCs participated in the following trainings: Motivational Interviewing (through Humboldt County Probation Department), Arcata Safety Strategy Working Session (through both City of Arcata & Humboldt State University), HSU School of Social Work Field Instructor Training (through Humboldt State University), and Racial Equity Training (through City of Arcata & Humboldt State University). APD Diversion Team has participated in Equity Alliance of the North Coast forums through Humboldt Area Foundation, and the Youth Court Round Table held by the California Association of Youth Courts.

The JDCs are active community partners with the following multi-agency teams and participate in monthly-quarterly meetings to better serve our community: Multi-Agency Crisis Intervention Team (collaboration with local law enforcement departments, DHHS, and other community partners to serve local homeless/houseless and mentally ill populations), Child Abuse Services Team, SARB, Sources of Strength, Humboldt Allies for Substance Abuse Prevention, Humboldt State University's Y.E.S. & School of Social Work, Juvenile Justice Delinquency & Prevention Commission, Meth/Opiate Task Force and Suicide Prevention Network. The APD Diversion team are also collaborating with Humboldt County Sheriff's Office Gang Resource Intelligence Team.

2. *What difference did Measure Z funding make in our community and for the population you are serving? Please discuss evidence of effect (e.g., community indicators, outcomes, etc.).*

The program's long term goals are to reduce by 50% the amount of Juvenile Crime in the service area and reduce by 50% the number of high school students who dropout and/or go to continuation high schools for incoming 9th graders. The program is too new to quantify effect at this time.

3. *Describe any unanticipated impacts of receiving Measure Z funding, positive or negative, not already described above.*

At this time, we have not experienced any unanticipated impacts of receiving Measure Z funding.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Thomas F. Chapman', with a long horizontal line extending to the right.

Thomas F. Chapman
Chief of Police

ATTACHMENT II - EXHIBIT E

Budget

Agency Name

Invoice Date: 10/17/17

Invoice # MZ- 17/18-1

Invoice Period: 7/1/2017 to 9/30/2017

Descriptions	Amounts	Approved Budget	Remaining Balance
A. Personnel Costs			
Title: School Resource Officer #1 APD Salary and Benefits Calculation: See attached documentation	25,607.32	128,331.00	102,723.68
Duties Description:			
Title: Juvenile Diversion Position #1 Salary and Benefits Calculation:	20,366.32	111,999.00	91632.68
Duties Description: Position will be filled in 2nd quarter			
Title: Juvenile Diversion Position #2 Salary and Benefits Calculation:	17,972.58	107,372.00	89399.42
Duties Description: Position will be filled in 2nd quarter			
Title: Salary and Benefits Calculation:			0
Duties Description:			
Total Personnel:		63,946.22	347,702.00
B. Operational Costs (Rent, Utilities, Phones, etc.)			
Title:			
Description:			0
Title:			
Description:			0
Title:			
Description:			0
Title:			
Description:			0
Total Operating Costs:		0	0
C. Consumables/Supplies (Supplies and Consumables should be separate)			
Title: Classroom/School Event Materials			
Description:			0
Title: Supplies for Parent Project			
Description:			0

ATTACHMENT II - EXHIBIT E

Budget

Agency Name

Invoice Date: 10/17/17

Invoice # MZ- 17/18-1

Invoice Period: 7/1/2017 to 9/30/2017

Descriptions	Amounts	Approved Budget	Remaining Balance
Title: Computers for Juvenile Diversion Counselor			
Description:	0		0
Title:			
Description:			
Total Consumable/Supplies:		0	0

D. Transportation/Travel (Local and Out-of-County should be separate)

Title: SRO Training Expenses including Travel			
Description:	0		0
Title: Juvenile Diversion Position Training including Travel			
Description:	0		0
Title:			
Description:		0	0
Total Transportation/Travel Costs:		0	0

E. Fixed Assets

Title:			
Description:		0	0
Title:			
Description:		0	0

Total Other Costs: 0 0 0

Invoice Total: 63,946.22 347,702.00 283,755.78

ATTACHMENT II - EXHIBIT F

Measure Z - Invoice

Arcata Police Department
Eileen Verbeck, Police Business Manager
736 F Street, Arcata, CA 95521
707-825-2505

Invoice Date: 10/17/2017

Invoice # MZ- 17/18 - 1

Invoice Period: 07/01/2017 to 09/30/2017

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits)	\$63,946.22	
Operational Costs (Rent, Utilities, Phones, etc.)	\$0.00	
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		\$63,946.22

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date:  10-17-17

Print Name and Title: Eileen Verbeck, Police Business Manager

Send invoice to:

COUNTY OF HUMBOLDT
 County Administrative Office
 825 Fifth Street, Room 112
 Eureka Ca 95501



_____ Date

_____ Date

(707) 445-7266

LIVE City of Arcata Springbrook V7 - [Employee Maintenance]

File Systems Tools My Menu User Settings Window Help Employee Maintenance Menu

Payroll Customer Lot Scheduled 0 Tasks 305 Reports Exit Help

Desktop Employee Selection Employee Maintenance Employee Maintenance

Refresh Attachments Exit Help Undo from TDI

General Financial Timecards Types Retirement Deductions Benefits Distribution Awards Premiums Overtime History Miscellaneous

Filters

Begin Date: 1/1/2017 Date To Use: Batch

End Date: 12/31/2017 Include uncommitted

History Taxable Yraper

History

Year	Hours	Gross	Federal Tax	FICA	MEDI	State Tax										
2017	1,818.50	\$55,763.50	\$7,839.28	\$3,402.75	\$795.81	\$2,205.15										
Year	Quarter	QTD Hours	QTD Gross	QTD Federal Tax	QTD FICA	QTD MEDI	QTD State Tax									
2017	1	589.50	\$17,948.87	\$2,463.73	\$1,095.59	\$256.22	\$676.25									
2017	2	519.00	\$15,988.09	\$2,256.95	\$974.03	\$227.80	\$638.13									
2017	3	630.00	\$19,438.59	\$2,911.24	\$1,187.95	\$277.84	\$812.91									
Check Date	Check Number	Period Begin Date	Period End Date	Quarter	Hours	Gross	Federal Tax	FICA	MEDI	State Tax	Benefits	Deductions	Net Amount	Direct Deposit	Check Amount	Void
7/7/2017		6/18/2017	7/1/2017	3	84.00	\$2,554.70	\$348.66	\$155.52	\$36.37	\$94.16	\$1,251.76	\$2,554.70	\$1,444.31	\$1,444.31	\$0.00	<input type="checkbox"/>
7/21/2017		7/2/2017	7/15/2017	3	110.50	\$3,258.62	\$513.20	\$199.16	\$46.58	\$160.87	\$674.96	\$3,258.62	\$1,817.37	\$1,817.37	\$0.00	<input type="checkbox"/>
8/4/2017		7/16/2017	7/29/2017	3	96.50	\$3,208.25	\$512.05	\$196.04	\$45.85	\$160.39	\$1,306.55	\$3,208.25	\$1,818.24	\$1,818.24	\$0.00	<input type="checkbox"/>
8/18/2017		7/30/2017	8/12/2017	3	93.00	\$2,959.88	\$445.34	\$180.64	\$42.25	\$133.10	\$574.62	\$2,959.88	\$1,664.41	\$1,664.41	\$0.00	<input type="checkbox"/>
9/1/2017		8/13/2017	8/26/2017	3	80.00	\$2,387.95	\$302.36	\$145.18	\$33.95	\$77.86	\$1,243.79	\$2,387.95	\$1,334.46	\$1,334.46	\$0.00	<input type="checkbox"/>
9/15/2017		8/27/2017	9/9/2017	3	86.00	\$2,681.24	\$375.68	\$163.36	\$38.21	\$104.59	\$542.74	\$2,681.24	\$1,505.26	\$1,505.26	\$0.00	<input type="checkbox"/>
9/29/2017		9/10/2017	9/23/2017	3	80.00	\$2,387.95	\$313.95	\$148.05	\$34.63	\$81.94	\$534.41	\$2,387.95	\$1,361.61	\$1,361.61	\$0.00	<input type="checkbox"/>
2017	4	80.00	\$2,387.95	\$302.36	\$145.18	\$33.95	\$77.86	\$1,334.46	\$0.00				\$33.95	\$77.86	<input type="checkbox"/>	

Salary = 19438.59

Benefits = 6168.73

Payroll | ManVictor - Marr, Victoria R | Connected

Victoria Marr

Year	Hours	Gross	Federal Tax	FICA	MEDI	State Tax										
2017	1,680.00	\$50,651.31	\$4,224.12	\$3,140.28	\$734.40		\$746.88									
Year	Quarter	QTD Hours	QTD Gross	QTD Federal Tax	QTD FICA	QTD MEDI	QTD State Tax									
2017	1	560.00	\$16,783.77	\$1,393.77	\$1,040.56	\$243.35	\$244.56									
2017	2	480.00	\$14,514.66	\$1,213.32	\$899.88	\$210.45	\$215.28									
2017	3	560.00	\$16,783.77	\$1,393.77	\$1,040.56	\$243.35	\$244.56									
Check Date	Check Number	Period Begin Date	Period End Date	Quarter	Hours	Gross	Federal Tax	FICA	MEDI	State Tax	Benefits	Deductions	Net Amount	Direct Deposit	Check Amount	Void
7/7/2017	Q	6/18/2017	7/1/2017	3	80.00	\$2,569.11	\$224.72	\$159.28	\$37.25	\$42.48	\$617.29	\$2,569.11	\$1,912.74	\$1,912.74	\$0.00	
7/21/2017	Q	7/2/2017	7/15/2017	3	80.00	\$2,269.11	\$179.72	\$140.68	\$32.90	\$29.28	\$432.67	\$2,269.11	\$1,693.89	\$1,693.89	\$0.00	
8/4/2017	Q	7/16/2017	7/29/2017	3	80.00	\$2,569.11	\$224.72	\$159.28	\$37.25	\$42.48	\$617.29	\$2,569.11	\$1,912.74	\$1,912.74	\$0.00	
8/18/2017	Q	7/30/2017	8/12/2017	3	80.00	\$2,269.11	\$179.72	\$140.68	\$32.90	\$29.28	\$432.67	\$2,269.11	\$1,693.89	\$1,693.89	\$0.00	
9/1/2017	Q	8/13/2017	8/26/2017	3	80.00	\$2,569.11	\$224.72	\$159.28	\$37.25	\$42.48	\$617.29	\$2,569.11	\$1,912.74	\$1,912.74	\$0.00	
9/15/2017	Q	8/27/2017	9/9/2017	3	80.00	\$2,269.11	\$179.72	\$140.68	\$32.90	\$29.28	\$432.67	\$2,269.11	\$1,693.89	\$1,693.89	\$0.00	
9/29/2017	Q	9/10/2017	9/23/2017	3	80.00	\$2,269.11	\$179.72	\$140.68	\$32.90	\$29.28	\$432.67	\$2,269.11	\$1,693.89	\$1,693.89	\$0.00	
2017	4	80.00				\$2,569.11	\$224.72	\$159.28	\$37.25	\$42.48	\$617.29	\$2,569.11	\$1,912.74	\$1,912.74	\$0.00	

Salary 16,783.77
 Benefits 3582.55

Cedric Aaron

LIVE City of Arcata Springbrook V7 - [Employee Maintenance]

File Systems Tools My Menu User Settings Window Help | Employee Maintenance Menu

Payroll Customer Lot Scheduled 0 Tasks 305 Reports Exit Help

Desktop Employee Selection Employee Maintenance

Refresh Attachments Exit Help Undock from MD

General Financial Timecards Taxes Retirement Deductions Benefits Distribution Accruals Premiums Overtime History Miscellaneous

Filters

Begin Date: 1/1/2017 End Date: 12/31/2017 Date To Use: Batch Include uncommitted

History Taxable Wages

Year	Hours	Gross	Federal Tax	FICA	MEDI	State Tax										
2017	1,595.28	\$45,152.92	\$4,990.97	\$2,783.16	\$650.97	\$1,348.42										
Year	Quarter	QTD Hours	QTD Gross	QTD Federal Tax	QTD FICA	QTD MEDI	QTD State Tax									
2017	1	560.00	\$15,823.14	\$1,800.45	\$575.75	\$228.24	\$499.57									
2017	2	480.00	\$13,794.25	\$1,592.98	\$850.62	\$198.95	\$443.48									
2017	3	485.28	\$13,342.06	\$1,359.52	\$821.57	\$192.16	\$341.14									
Check Date	Check Number	Period Begin Date	Period End Date	Quarter	Hours	Gross	Federal Tax	FICA	MEDI	State Tax	Benefits	Deductions	Net Amount	Direct Deposit	Check Amount	Void
7/7/2017		6/18/2017	7/1/2017	3	45.28	\$1,254.02	\$94.26	\$76.34	\$17.99	\$12.50	\$511.26	\$1,254.02	\$790.47	\$790.47	\$0.00	
7/21/2017		7/2/2017	7/15/2017	3	40.00	\$1,120.69	\$74.91	\$68.67	\$16.06	\$7.41	\$208.10	\$1,120.69	\$696.16	\$696.16	\$0.00	
8/4/2017		7/16/2017	7/29/2017	3	80.00	\$2,193.47	\$238.02	\$135.18	\$31.62	\$64.23	\$1,120.22	\$2,193.47	\$1,382.84	\$1,382.84	\$0.00	
8/18/2017		7/30/2017	8/12/2017	3	80.00	\$2,193.47	\$238.02	\$135.18	\$31.62	\$64.23	\$413.55	\$2,193.47	\$1,382.84	\$1,382.84	\$0.00	
9/1/2017		8/13/2017	8/26/2017	3	80.00	\$2,193.47	\$238.02	\$135.18	\$31.62	\$64.23	\$1,120.22	\$2,193.47	\$1,382.84	\$1,382.84	\$0.00	
9/15/2017		8/27/2017	9/9/2017	3	80.00	\$2,193.47	\$238.02	\$135.18	\$31.62	\$64.23	\$413.55	\$2,193.47	\$1,382.84	\$1,382.84	\$0.00	
9/29/2017		9/10/2017	9/23/2017	3	80.00	\$2,193.47	\$238.27	\$135.24	\$31.63	\$64.31	\$413.62	\$2,193.47	\$1,383.44	\$1,383.44	\$0.00	
2017	4	80.00	\$2,193.47	\$238.02	\$135.18	\$193.18	\$31.62	\$64.23	\$193.18	\$31.62	\$64.23	\$193.18	\$1,383.44	\$1,383.44	\$0.00	

Salary = 13,342.06
Benefit = 4,630.52

Payroll | PerezCryst - Perez, Crystal M | Connected

Crystal Perez