



Advisory Board Meeting Minutes

-May 17, 2022-

MISSION: Cass/Pulaski Community Corrections is committed to improving the quality of life of the program participants and the community by applying effective evidence-based programs that produce positive choices, constructive behavior and accountability from the program participants, thereby reducing their criminal actions.

VISION: To beat all aspects of recidivism.

Board Members Present: Judge Crystal Kocher, Chris Allen, Noah Schafer, Nicole Hiatt-Drang, Carmin Ruff, Will Scott, Dave Wegner and Hillary Hartoin.

Director Dave Wegner, presided over the meeting which was held on Tuesday, May 18, 2022 at 3:30 p.m. Due to COVID-19, the meeting took place virtually via the Lifesize application. A quorum was met.

Scheduled Topics

Minutes

The Board reviewed the Advisory Board Minutes dated April 12, 2022. Discussion took place. Noah Schafer made a motion to approve the minutes as presented; Judge Crystal Kocher second. Vote taken and unanimously approved.

Executive Director Report

Director Wegner presented financial report for the quarter ending March 31, 2022 and advised the Board that the department holds cash balances in the following accounts:

363 IDOC Grant	\$2,633.67
312 Home Detention	\$611,370.20
370 Project Income	\$6,986.23
371 Project Income	\$354,306.62
397 CTP	\$234,542.18
CPCC WR General Fund (Bank)	N/A

Director Wegner further advised that the quarter resulted in a project income account balance of \$1,207,205.23, with a project income increase of \$106,254.73

Committees

Director Wegner advised that while the Criminal Justice Partners of Pulaski County did not convene this quarter, the partners met on several occasions through committees involving JDAI, Pretrial Supervision, Veterans Court, and grant preparation.

CPCC Work Release Concerns/COVID-19 Report

Director Wegner reminded the Board in efforts to prevent the spread of the COVID-19 Virus, the agency transferred a majority of the residents in the work release program to GPS Home Detention. Currently the facility is housing twenty-five (25) residents. Items for discussion include the following:

- Recognizing that the facility lacks the proper infrastructure to adequately isolate ill or aggressive client's, plans are being developed to modify the floorplan to renovate the facility classroom to include two (2) isolation cells and other useable space by connecting to the probation classroom. Project Managers have produced a floor plan and are now working on interior design of the project. It is our hope that renovation will begin later this summer or early fall.
- In January we had a small outbreak of COVID-19. Protocols were enacted and outbreak was contained with no serious illness. Since this period the facility has not had a recurrence of the virus.
- This past quarter our agency had one (1) employee who tested positive for COVID-19 Said employees were quarantined for an excess of five (5) days. Said exposures were believed to have occurred outside the facility. Staff and clients maintained proper social distancing, wearing of PPE/masks, and cleaning practices.

CPCC Department 2021-2023 Strategic Plan Progress Report

The Board was reminded that the agency's 2021-2023 Strategic Plan is available on our website for review. Measurements on Metrics are reviewed annually at the end of the fiscal year. An update on the progress made on the goals set out in our Strategic Plan is included in our Annual Report.

Cass County Jail Programming

Hillary Hartoin, Director of Court Services, provided the following update regarding jail programming:

In collaboration with Four County and Court Services, the Cass County Sheriff's Department launched the Jail Therapy Program targeted towards inmates with substance abuse disorders. Curriculum includes W.R.A.P., Wellness Action Recovery Plan, a relapse prevention program aimed at assisting transition back into the community. This past quarter, we are excited to highlight that we launched the Women's W.R.A.P. Group and have received excellent feedback. The Cass County Sheriff's Department is also submitting an IDOC Grant Application to request funding for expanded jail programming.

Cass County Jail Expansion

The Cass County 150 Bed Jail Expansion is completed with move-in occurring the day of the meeting. Said expansion will allow for the increase in programming available in the jail within the new therapy pod. Hillary Hartoin continues to monitor the jail population and conducts a monthly jail analysis that was presented to the Board.

Staff Training Report

Director Wegner advised the Board that the agency conducted one (1) Learning Team Training this quarter. Plans are in place to facilitate Effective Communication and Motivational Strategies (ECMS) booster sessions with our staff this summer.

Quality Assurance Report

Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement Committee

Hillary Hartoin reported that the Department's quality assurance committee now meets monthly in conjunction with Pretrial and Court Services, who also holds monthly SRS Trainings. This quarter, the department focused on updating its quality assurance policy to more efficiently and effectively monitor contact standards and also updated the format of the Eligibility Filings and accompanying process to support evidence-based decision making. While the agency still struggles to meet contact standards, it is the agency's goal and hope that this change in process will foster improvement and empower case managers to more effectively manage their caseloads. In addition, the agency also launched a Data Dash Board on the website to share performance metrics.

PREA Update

The Board was advised that the Department has received no PREA complaints.

CPCP Personnel Report

Director Wegner reported this past quarter's resignations and new hires.

Resignations/Dismissals

This past quarter the following personnel resigned or have been dismissed from the Department.

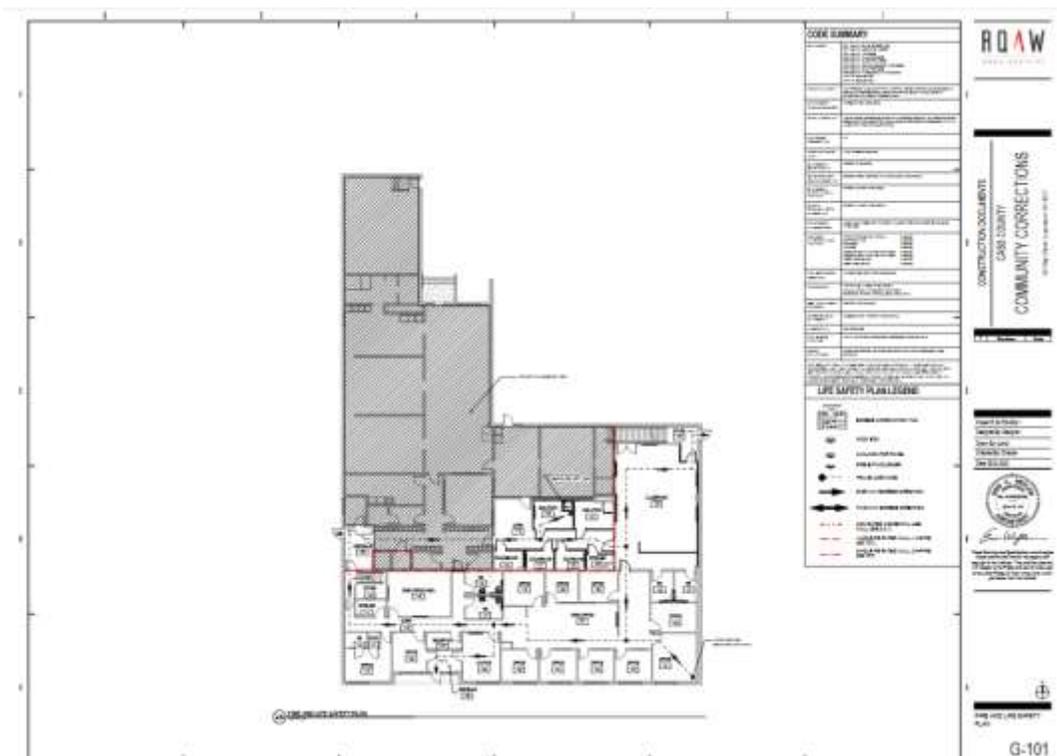
- None

New Hires

The following have been recent new hires of the Department.

- Francisco Requeno – Case Manager
As mentioned prior, the 2022 IDOC Grant allowed for the additional hire of a Case Manager. Francisco Requeno has recently been hired to fill this role. Mr. Requeno is a Logansport native and recent IUK graduate. Mr. Requeno is bi-lingual with a year of case management experience through the DCS system.

Facility Renovation



Director Wenger reminded the Board the facility is currently undergoing renovation for additional office space and facility isolation cells and presented the above blueprint of the design. Discussion regarding the renovations took place.

Juvenile Detention Alternative Initiative (JDAI)

Community Corrections has been partnering with the Circuit Courts enrollment into the state's Juvenile Detention Alternative Initiative. Community Corrections role in this process will be to continue our normal course of monitoring juveniles on electronic monitoring as an alternative to detention. Both Cass and Pulaski Counties had no updates to report at this time.

Pre-Trial Release Programs

Community Corrections continues to partner with Pulaski Probation and Cass County Court Services, who received 1006 funding for the implementation of a pre-trial release/supervision program.

Cass County: Director Hartoin reminded the Board that Cass County Pretrial Policy and Stakeholder Team Meetings are combined with the CPCC Advisory Board Meetings and provided the following updates:

1. On April 11, 2022 we had our certification site review with the staff of IOCS and on April 19, 2022 we were awarded our full certification. Thank you to everyone who participated and was interviewed. This is great accomplishment for our community.
2. In April, the Pretrial Program had a 39% Voluntary Program Participation Rate and we are excited welcome our new Four County Therapy Intern Christina Shockey.
3. As noted below, we submitted our CY2023 IDOC Grant Application. Awards Announcements will be made July 22nd.
4. At the end of the CY22 1st Qtr, CCCPS served 97 clients with an estimated cost saving of \$250,000.

Pulaski County: Carmin Ruff, Pulaski Pretrial Coordinator, had no updates to provide at this time.

Senate Bill 9

Director Wegner updated the Board regarding SB9 that *“establishes standards, including notification time frames, for persons and entities responsible for monitoring individuals required to wear a monitoring device as a condition of probation, parole, pretrial release, or community corrections.”* Director Wegner advised compliance will involve a multi-layer policy that bridges across agencies. Policy and procedure regarding compliance with the new monitoring standards and victim notification is being written. The Board will hold a special meeting regarding said policy before the July 1, 2022 changes take effect.

CY2023 Grant Applications

Director Wegner advised the Board that this past month Community Corrections, Cass County Court & Pretrial Services, Pulaski County Probation Pretrial Services and the Cass County Sheriff submitted their CY2023 IDOC Grant Applications. Said Applications were due May 4, 2022 and Award Announcements are expected on July 22, 2022.

CPCC Advisory Board/Makeup/Officer Elections

Director Wegner advised that there are still several open Board positions. The Commissioners of both Cass and Pulaski counties have been approached about making the additional appointments and are awaiting our recommendations.

Court Services and JRAC

Hillary Hartoin, Cass County JRAC Chair, advised that Cass County Local JRAC submitted its first annual report on March 17, 2022 and will resume meeting in June to begin work on community supervision metrics and system wide goals. Director Hartoin updated the Board on the upcoming October 21, 2022 IOCS Mental Health Summit.

Court Services was recently awarded the CARA Grant that provides Narcan for all our local community supervision agencies. Director Hartoin further related that Court Reform Security Grant funds have been received. The Security Cameras have been purchased and installed and the Duress System Expansion will be deployed soon. It was also announced that Court Technology Grant Award Notice was received yesterday. Cass County was awarded additional funding in the amount of \$42,562.47 to implement the Infax SmartScreen Solution interactive kiosks and wayfinding system throughout our entire building. As a reminder to the Courts, Ms. Hartoin reported that \$24,000 is remaining for Mental Health/Competency Evaluations.

2022 Beautification Project/Greenhouses

Director Wegner related that residents and staff have been busy at the greenhouses and baskets are starting to be placed in the community. We have over 200 baskets and barrels to place throughout the community and downtown Logansport, in addition to over 5,000 plants for the local parks. This past week, the department also hosted a local homeschool co-op who visited the greenhouses.



Other Business

No other business was offered.

Board Comments

No comments were offered.

Adjourn

There being no further business Noah Schafer made a motion to adjourn; Will Scott second. The Meeting was adjourned at approximately 4:30 pm.

Upcoming Meetings/Events

Tuesday, August 16, 2022	3:30 p.m.	CPCCA Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
Tuesday, November 15, 2022	3:30 p.m.	CPCCA Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room

Respectfully submitted

/s/ Dave Wegner

David Wegner
Director, Cass/Pulaski Community Correction