



Advisory Board Meeting Minutes

-February 21, 2023-

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 Mary Welker, Judge Crystal Kocher, Mike Stajduhar, Noah Schafer, Kelly Stephenson, Dr. Carrie Cadwell, Nicole Hiatt-Drang, Will Scott, Michele Stowers, Delli Wells, Carmin Ruff, Dave Wegner and Hillary Hartoin.

Dave Wegner, Director, presided over the meeting which was held on Tuesday, February 21, 2023 at 3:30 pm. A hybrid meeting format was used with in person attendance in the Bicentennial Room of the Cass County Government Building and virtual participation via Lifesize. A quorum was met.

Scheduled Topics

Minutes

The Board reviewed the Advisory Board Minutes dated November 15, 2022. Discussion took place. Noah Schafer made a motion to approve the minutes as presented; Kelly Stephenson second. Vote taken and unanimously approved.

Executive Director Report

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

363 IDOC Grant	\$2,991.27
312 Home Detention	\$667,939.59
370 Project Income	\$12,869.30
371 Project Income	\$292,005.82
397 CTP	\$222,934.55
CPCW WR General Fund (Bank)	N/A

The Board was further advised that the quarter resulted in a project income account balance of \$1,195,749.26 and a project income decrease of \$3,255.20

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 Department 2021-2023 Strategic Plan Progress Report

The Board was reminded that 2021-2023 Strategic Plan is available on our website for review and that measurements on metrics are reviewed annually at the end of the fiscal year. The Board was advised that work on the 2024-2026 Strategic Plan will begin this summer.

Cass County Jail Programming

Director Hartoin advised that the ACCI LifeSkills eLearning Program was launched in the Cass County Jail last week, and we have already seen two inmates complete courses. The Cass County Jail hopes to expand this program by seeking funding for additional tablets and is targeting those serving a sanction on a violation of Community Corrections or Pretrial Release, in addition to those awaiting transfer to Work Release. The goal is for inmates to complete core programming while awaiting adjudication of a violation or transfer to the facility.

Staff Training Report

Director Wegner advised that as of December 31, 2022, staff has completed 1012 total training hours. The agency conducted zero (0) Learning Team Trainings this quarter. This quarter several staff attended training facilitated by ICJA and IACCAC. Said training offered techniques and strategies relating to evidence based practices in the community corrections field. Additionally, 4C Doctoral Intern Sergio Maldonado Aguiniga continues our Staff Focus Group Study. Data is currently being gathered which, upon analysis, will result in recommendations to improve workplace culture among staff and identified the following areas of opportunity for growth: *Training, Communication, Accountability and Consistency, and Managing Conflict.*

Quality Assurance Report

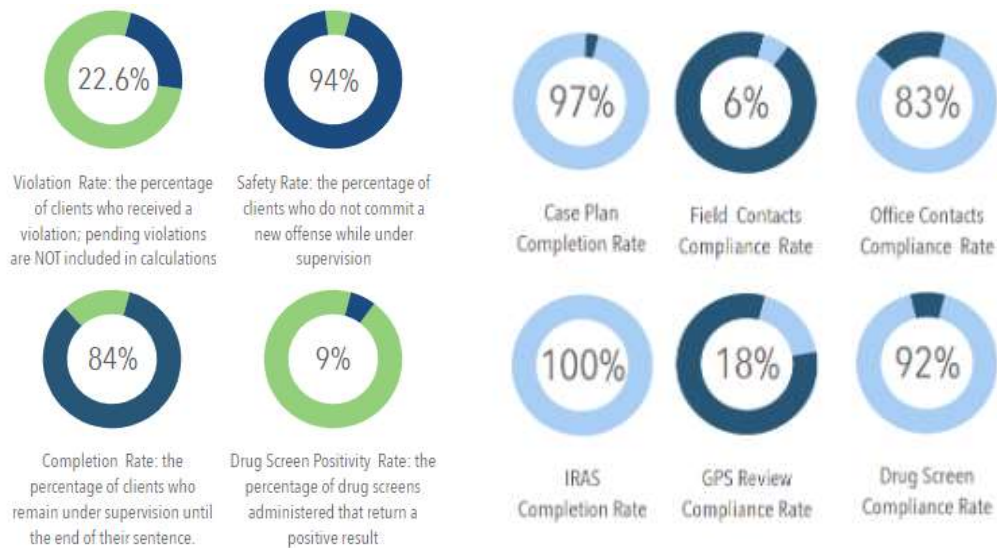
Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement Committee

Director Hartoin, provided the following update from the agency's Quality Assurance Committee:

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's internal performance metric and audit system shows the following results in regards to contact standard compliance. Case management review, while improved, still is reporting metrics below the agency target of 85%-90% compliance with standards. Time studies show that current office contact and therapeutic standards are attainable, Case Managers to have to contact no more than 3 Offices Visits a day to meet standards, and within reasonable expectations, with the exception of field visits. Case Managers are being counseled by the Director in time and case management skills to improve compliance and reduce the impact on client's success, in addition to being trained to more effectively use interventions.



Client Satisfaction/Exit Surveys were also collected this quarter. The questionnaire is offered as a quarterly snapshot consisting of 18 questions aimed at providing the agency feedback on agency practices. Results continue to remain to be mostly positive. Clients rated their supervision in the “agree” to “strongly agree” category.

Lastly, the agency continues to calculate monthly performance metrics and currently has a 94% Safety Rate, 2.6% Violation Rate, 84% Completion Rate and 9% Drug Screen Positivity Rate. Monthly reports and metrics can be found on our website.

PREA Update

Director Wegner advised that this past quarter the Department has received zero (0) PREA complaints. The facility PREA committee met this past quarter and is currently reviewing our current policy and procedure.

CPCPC 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.

- Javonie Cervantes – Part Time Correctional Officer
- Linda Sweet – Part Time Correctional Officer

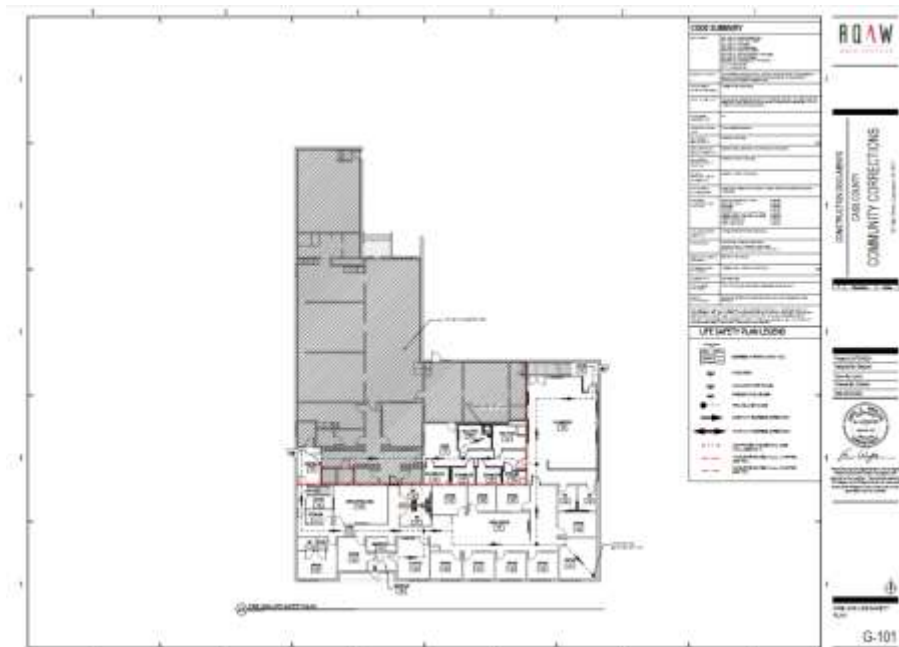
New Hires

The following have been recent new hires of the Department.

- Jose Rosales – Part Time Correctional Officer
- Harmoni Stone – Part Time Correctional Officer
- Jared Allen - Part Time Correctional Officer
- Jesse Brummet – Part Time Correctional Officer

Facility Renovation

Director Wegner gave the following update on the facility renovation.



Renovation is currently underway. As mentioned in prior meetings, the facility's floorplan is being renovated to include the addition of two (2) isolation cells, three (3) client meeting rooms, a classroom, and updated interior office spaces. Completion is scheduled for July 1, 2023. Below you'll find several pictures of the progress made.



Isolation Cells



Client Meeting Rooms



Classroom

Juvenile Detention Alternative Initiative

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. Will Scott, Chief Juvenile Probation Officer, advised the Cass County Juvenile Probation has expanded in-house programming offered and now offers MRT and the program catalog available via ACCI Corrections. Additionally, they have now gathered enough data to begin reporting a Public Safety and Violation Rate. Will Scott also provided an overview of the number of referrals, waivers and detentions that occurred in 2022. Pulaski County JDAI did not provide a report.

Pre-Trial Release Programs

Community Corrections continues to partner with Pulaski Probation and Cass County Court Services, who receive 1006 funding for the implementation of pretrial services programs.

Cass County:

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

1. Cass County Pretrial Services finished 2022 with a 21% increase in clients served, serving 228 clients. Said trend is continuing in 2023. CCCPS served 110 clients in January and currently has an active population of 99 clients.
2. CCCPS received two therapy interns from 4C Health who provide individual and addiction counseling to clients who wish to voluntarily participate.
3. CCCPS continues to serve as a pilot county for the New IOCS Pretrial Performance & Outcome Measures and is currently reporting a 94% Appearance Rate, 89% Safety Rate, 83% Success Rate and 12% Violation Rate. For the first time, we are collecting and reporting data on the counter population—those not released to Pretrial Services. As will be highlighted in our Annual Report, the Counter Population's metrics are significantly lower, validating our release/detention decisions.
4. We moved! We are grateful to announce that the Cass County Commissioners have moved us to a much bigger office suite. We remain located on the second floor of the Court House, Rm 215.
5. For information or questions, please see our webpage or reference our reports.

Pulaski County: Pulaski County Pretrial Services reported that they recently had their provisional certification meeting and are working on making the required adjustments outlined by IOCS in the coming months before receiving certification.

CY2022 Performance Metrics

Director Hartoin briefly went over the CY2022 Performance Metrics Documents for Community Corrections and Cass County Court and Pretrial Services.

CY2023 Performance Metrics

Director Hartoin presented the 2023 Performance Metrics for Community Corrections (Work Release & Home Detention), Cass Court & Pretrial Services and Pulaski County Pretrial Services. Mike Stajduhar made a motion to approve the metrics as presented; Noah Schafer second. Vote taken and unanimously approved.

Annual Reports

Director Wegner presented the 2022 Community Corrections Annual Report. Mike Stajduhar made a motion to approve the annual report as presented; Noah Schafer second. Vote taken and unanimously approved.

Director Hartoin presented the 2022 Cass County Court & Pretrial Services Annual Report. Noah Schafer made a motion to approve the annual report as presented; Mike Stajduhar second. Vote taken and unanimously approved.

Carmin Ruff presented the 2022 Pulaski County Pretrial Services Annual Report. Noah Schafer made a motion to approve the annual report as presented; Judge Kocher second. Vote taken and unanimously approved.

Modification to Contact Standards

Director Wegner present the Board with the request to replace current contact standards by reducing higher risk clients' field visits by 2 and adding across the board 5 GPS verifications for all clients. Overall, clients contacts will increase with total client contacts of 11 for low risk clients, 14 for moderate risk clients, and 16 for high risk clients. There exists a provision for clients on Work Release. Understanding that face to face contact in the field is difficult, said clients will be primarily monitored with increased GPS verifications. Mike Stajduhar made a motion to approve the changes to the contact standards as presented; Noah Schafer second. Vote taken and unanimously approved.

Board Approved Policy (Changes shaded in yellow.):

CASP Supervision Goal						
Reporting Frequency (monthly)			Office Visit	GPS Review	Field Visit	Urine Screen
Low			1	5 HD / 8 WR	4	1
Medium			2	5 HD / 8 WR	6	1
High			3	5 HD / 8 WR	6	2
IRAS Scale	Male	Low 0-14	Moderate 25-23		High 24-33	Very High 34 +
	Female	Low 0-14	Low/Moderate 15-21		Moderate 22-28	High 29 +

Note: Since Work Release clients activity in the community is limited, all clients are to receive a minimum of a total of 8 Field and/or GPS contacts per month.

CY2024 Grants Applications

Directors Hartoin and Wegner advised the Board that CY2024 IDOC Grant Applications will be released early this year, on February 27th, with an application due date of April 28th. A special Advisory Board Meeting will be called to prioritize and approve applications in early April. Director Hartoin to set date in the coming week.

CPCC Advisory Board Makeup/Officer Elections

Director Wegner reminded the Board 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. I have attached an updated member list for Board Review.

Court Services and JRAC

Director Hartoin, Cass County JRAC Chair, provided the below update, and briefly advised that Cass County JRAC that she will be setting a JRAC Meeting for early March, so the Council can begin preparing their 2022 Annual report that is due March 31st.

The Cass County Local JRAC continues to meet on a regular basis, with the last meeting held on January 31st. The Cass County JRAC has been appointed by the Cass County Commissioners to discuss, review and make recommendations regarding proposals for the Opioid Settlement Funding, along with helping manage the reporting and projects, etc. In addition, the Council will begin working on their annual report and review progress on system-wide community supervision metrics.

Court Services is currently overseeing the CY23 JPAR Sim Grant. Cass County was allowed to carryover \$10,0751.41 from CY22 and was awarded an addition \$45,000 in funding that has been allocated by our local JRAC to competency evaluations, expansion of ACCI Corrections eCourse Project, and other areas focusing on mental health and substance abuse disorders. Work has also begun on expanding ACCI into the CCJ.

Legislative Updates

Director Hartoin outlined some of legislative updates that are being reviewed this session that impact our local programs.

Limitation on Right to Bail

January 20, 2023

The Senate Corrections and Criminal Law Committee heard **SJ 1 on limitation on the right to bail** authored by Sen. Koch. The joint resolution proposes to amend the Indiana Constitution to provide that a person who poses a substantial risk to the public is not entitled to release on bail.

The Indiana Prosecuting Attorneys Council testified in support of the bill. The Indiana Judges Association testified, but remained neutral. The American Bail Coalition, an attorney, concerned citizens, and the Indiana Public Defender Council testified in opposition. The resolution passed 5-3.

Domestic Violence

January 20, 2023

The Senate Corrections and Criminal Law Committee heard **SB 158 on domestic violence** authored by Sen. Crider. The bill provides a list of offenses that qualify as crimes of domestic violence. The bill increases the time period that a person arrested for a crime of domestic violence may not be released on bail from 8 to 24 hours. The bill provides that a charge of invasion of privacy is elevated to a Level 6 felony if the person has a prior unrelated criminal stalking conviction. The bill also provides that attempted murder, strangulation, and human trafficking are now considered serious violent felonies for the purposes of unlawful possession of a firearm by a serious violent felon.

The Indiana Prosecuting Attorneys Council and the Indiana Coalition Against Domestic Violence testified in support of the bill. The Indiana Public Defender Council testified in opposition. The bill passed 6-2.

Home Detention

January 20, 2023

The Senate Corrections and Criminal Law Committee heard **SB 179 on home detention** authored by Sen. Koch. The bill provides that a court may not order a person convicted of a Level 1 felony or a crime subject to certain enhancement; to a community corrections program and allows a court to place a person in a community corrections program as an alternative to commitment to the county jail or department of correction. The bill repeals a requirement that a court suspend the sentence for a person placed in a community corrections program. The bill also specifies that a person sentenced to work release in a community corrections program receives one day of accrued time for each day the person is confined on work release. Current law only specifies that a person on home detention earns accrued time.

The bill was amended by consent to add that a person who violates a home detention placement term as a part of a community corrections program commits escape. The Indiana Public Defender Council testified in support of the bill. The amended bill passed 7-0.

Credit Time

January 27, 2023

The Senate Committee on Courts and Criminal Code heard **SB 286** authored by Sen. Freeman on **credit time**. The bill provides that a habitual offender is not entitled to good time credit.

The bill was amended to provide for credit time for pretrial home detention and the loss of that credit time if the person violates a condition of pretrial home detention, fails to appear, or commits escape.

The Indianapolis Fraternal Order of Police and the Indiana State Fraternal Order of Police testified in favor of the bill. The Indiana Public Defender Council testified against the bill.

The amended bill passed 8-0. The bill was recommitted to Appropriations.

Mental Health Programs

January 27, 2023

The House Courts and Criminal Code Committee heard **HB 1006 on mental health programs** authored by Rep. Steuerwald. The bill specifies the circumstances under which a person may be involuntarily committed to a facility for mental health services and specifies that these services are medically

necessary by combining Ind. Code § 12-26-4 and Ind. Code § 12-26-5, on immediate detention and emergency detention. It also establishes a local mental health referral program to provide mental health treatment for certain persons who have been arrested. The bill also repeals obsolete provisions. An amendment was introduced by Rep. Steuerwald to clarify that treatment under the direction of qualified medical professionals can occur during the detention period. The amendment was adopted by consent.

Other Business

No other business was offered.

Board Comments

No other comments were offered.

Adjourn

There being no further business Mike Stajduhar made a motion to adjourn; Noah Schafer second. The Meeting was adjourned at approximately 4:35 pm.

Upcoming Meetings/Events

Tuesday, February 21, 2023	3:30 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
Tuesday, May 16, 2023	3:30 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
Tuesday, August 15, 2023	3:30 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
Tuesday, November 21, 2023	3:30 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room

Respectfully submitted

/s/ Dave Wegner

David Wegner
Director, Cass/Pulaski Community Correction

