



Advisory Board Meeting Agenda

-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.

Info **In-Person & Videoconferencing** Wegner

Board Members have the option of attending in person in the Cass County Commissioner’s Hearing Room of the Cass County Government Building or by utilizing video conferencing to attend via Lifesize. To call into the meeting, please use the extension, 13476964 or click directly on this link <https://call.lifesize.com/otherways/13476964> to join the meeting and enter the passcode 1234.

***Please note, that due to the election, in-person attendance will not be in the Bicentennial Room, but in the Cass County Commissioner’s Hearing Room on the 2nd Floor of the Cass County Government Building.

If you have questions or assistance please call Hillary, at 574-516-7064, and she will walk you through the process.

Click here to download the Lifesize App on your desktop, laptop, tablet, or phone.
<https://call.lifesizecloud.com/downloads>

If you have problems connecting into the meeting please call my cell phone: 1-574-355-6328. I'll try to conference you in on that line.

	Call to order	<i>Muehlhausen</i>
	Roll Call	<i>Wegner</i>
Action	Consent Agenda Meeting Minutes – November 15, 2022	<i>Wegner</i>
Action	Executive Director Report 2022 4th Quarter Financial Report 2022 4th Quarter Statistical Report	<i>Wegner</i>

The financial report for the quarter ending December 31, 2022 is attached. 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
CPCC WR General Fund (Bank)	N/A

This quarter resulted in a project income account balance of \$1,195,749.26

Note: Said amount does not include IDOC Grant Funds or the Work Release General Fund.

The department ended the quarter with a project income decrease of \$3,255.20

Info/Action

Committees

Wegner

The Director will report on the following committee meetings:

*Pulaski County: 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.

Info/Action

CPCC Department 2021-2023 Strategic Plan Progress Report

Wegner

The 2021-2023 Strategic Plan is available on our [website](#) for your 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.

Info

**CPCC Probation Collaboration Plan
Jail/Probation/Prosecutor Pre-Trial/Court Programs**

Wegner

The Board will review the Collaboration Plan and progress made to date. Please find attached the updated Collaboration Plan that includes JRAC. Additionally, as presented in the Plan the Board will discuss issues relating to Probation, Prosecutor Pre-Trial Diversion, Local Jail and Court Programs.

Items for discussion include the following:

- Community Corrections/Probation Evidenced Based Practices.
 - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.
- Cass and Pulaski County Jails and Treatment Protocols.
 - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.
 - Community Corrections and Court Services is continuing to work with Four County Counseling Center regarding the facilitation of specified assessments and treatment opportunities for inmates.
 - **Cass County Jail Programming**

In collaboration with Four County and Court Services, the Cass County Sheriff's Department launched the Jail Therapy Program in 2021, targeted towards inmates with substance abuse disorders. Curriculum includes WRAP, Wellness Action Recovery Plan, and MORE, My On Going Recovery, relapse prevention programs aimed at assisting transition back into the community with groups for both women and men and individual counseling.

Court services is working towards bringing ACCI Corrections into the jail so that clients can work on programming before transitioning to community corrections or while being held on a pending violation. It is the goal of the Cass County Sheriff to open a dedicated therapy pod in the coming months as well.

Open Discussion on additional issues or concerns.

Info

Staff Training Report

Wegner

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.

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.*

Info

Quality Assurance Report

Wegner & Hartoin

Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement 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.

Info/Action **PREA Update**

Wegner

The following is an update on the department's PREA practices:

- 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.

Info/Action **CPCC Personnel Report**

Wegner

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

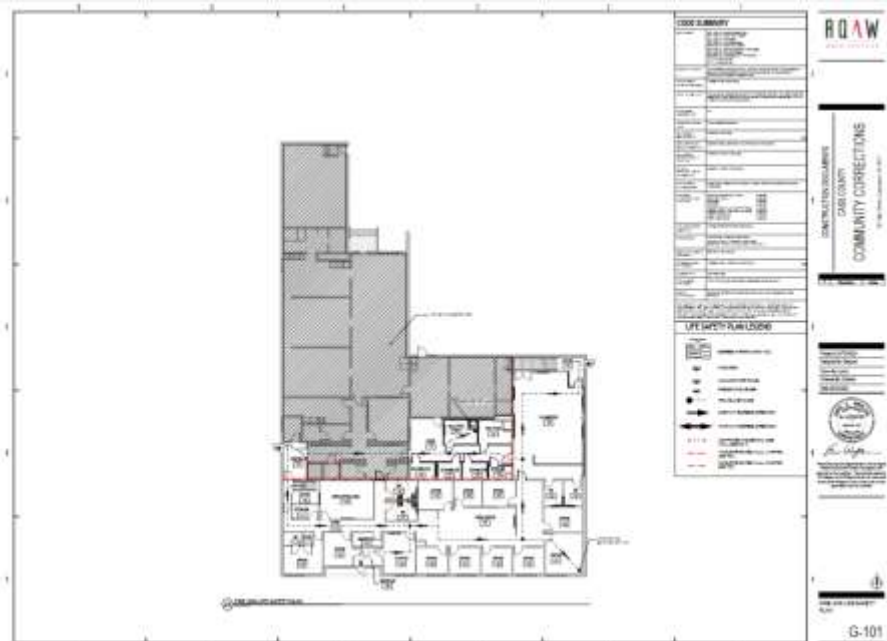
The following have been recent new hires of the Department.

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

Info/action

Facility Renovation

Wegner



- 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

Info/Action

Juvenile Detention Alternative Initiative (JDAI)

Wegner

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.

Cass County: No issues to Report

Pulaski County: No issues to Report.

Info/Action

Pre-Trial Release Programs

Hartoin

This past grant period Pulaski Probation and Cass County Court Services received 1006 funding for the implementation of a pre-trial release/supervision program. The following is a report on progress:

Cass County: Cass County Pretrial Policy and Stakeholder Team Members, please remember that our meetings our combined with the CPCC Advisory Board Meetings for your convenience. Below are a few brief program updates:

1. Cass County Pretrial Services finished 2022 with at 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 more information or questions, please see our webpage or reference or reports.

Pulaski County: No issues to report.

Info/Action

CY2022 Performance Metrics

Wegner & Hartoin

Please find attached the completed CY2021 Performance Metrics Documents for Community Corrections and Cass County Court and Pretrial Services. Directors to briefly recap their progress towards achieving their goal.

This year, the IDOC is asking each grant funded agency to choose three (3) goals that they believe will make the most impact on their organization over the next year. Please find attached the 2023 Performance Metrics for Community Corrections (Work Release & Home Detention), Cass Court & Pretrial Services and Pulaski County Pretrial Services for Board review and approval.

Please find attached the Annual Reports for Community Corrections, Cass County Court & Pretrial Services and Pulaski County Pretrial Services as required by the IDOC. Directors to briefly present the highlights of their respective reports to the Board and request approval for submission to the IDOC and IOCS, if applicable.

As discussed in prior meetings, the COVID-19 Pandemic caused us to reexamine the effectiveness of our traditional supervision measurements alongside the benefits of new technology. An example of the above was transitioning some of our face-to-face contacts with the review of clients' GPS activity, i.e. review of clients' movement during transit for employment, community meetings and passes. Review of data identified that reducing traditional field visits, i.e. face-to-face compliance checks at the client's home with the adding of GPS review of transit increased understanding of client's behavior without sacrificing accountability.

With this being said, we are proposing modifying our client contact standards. Current polices call for total client contacts of 6 for low risk clients, 9 for medium risk clients, and 13 for high risk clients. It should be noted that said contacts are measured by means of contacts in the office, field, and urine screens. Said contacts do not include the times staff meets with clients while in programming and general conversations i.e. reporting of passes.

We are asking to replace this standard 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 See below.

Current Policy:

CASP Supervision Goal					
Reporting Frequency (monthly)			Office Visit	Field Visit	Urine Screen
Low			1	4	1
Medium			2	6	1
High			3	8	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 +

Recommended Policy (Proposed 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.

Info/Action

CY2024 Grants Applications

Wegner

The 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 mid-April.

Info/Action

CPCC Advisory Board Makeup/Officer Elections

Wegner

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.

Info/Action

Court Services and JRAC

Hartoin

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 additional \$45,000 in funding that has been allocated by our local JRAC for 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.

Info/Action

Legislative Updates

Hartoin

Below are some legislative updates that are being reviewed this session that will 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

If anyone wishes to bring up a topic that is not on the agenda please feel free to do so.

Board Comments

Adjourn

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