



Advisory Board Meeting Agenda

-November 28, 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 – August 15, 2023	<i>Wegner</i>
Action	Executive Director Report 2023 3rd Quarter Financial Report 2023 3rd Quarter Statistical Report	<i>Wegner</i>

The financial report for the quarter ending September 2023 is attached. As of September 30, 2023, the department holds cash balances in the following accounts:

363 IDOC Grant	(\$)
312 Home Detention	\$504,384.50
370 Project Income	\$16,936.27
371 Project Income	\$288,186.40
397 CTP	\$215,854.90
CPCC WR General Fund (Bank)	N/A

This quarter resulted in a project income account balance of \$1,025,362.07

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 \$81,445.36.

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 4C Health, formally known as Four County Counseling Center regarding the facilitation of specified assessments and treatment opportunities for inmates.
 - **Cass County Jail Programming**

In collaboration with 4C Health 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 deployed the ACCI Corrections eCourse Program in the Cass County Jail in February of this year. Two local church groups are now facilitating faith-based recovery courses and we are excited to announce that we now allow in-person facilitators. There are currently 21 inmates in either the Wednesday Individual Counseling, WRAP or MORE Programs. 12 inmates are participating in the ACCI eCourse Program and 6 clients participating in the HSE Program. The jail currently has a 24% Program Participation Rate.

Open Discussion on additional issues or concerns.

Info

Staff Training Report

Wegner

This past quarter staff have continued to work on their forty (40) hour training curriculum. Both the Community Corrections and Court Services Director attended and presented at the Fall IACCAC Training Institute. In addition, Court Services Director, Hillary Hartoin, conducted two learning teams with community corrections staff on Cognitive Skill Building and SEA 9 Data Entry. Court Services is also transitioning staff to the NIC eLearning Platform to save on costs that were incurred with the Relias Platform.

Info

Quality Assurance Report

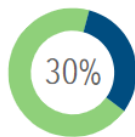
Wegner & Hartoin

Restorative Justice Conferences

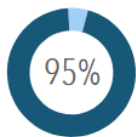
No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement Committee

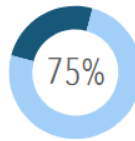
The Department's Quality Assurance Committee now meets monthly in conjunction with Pretrial and Court Services, who also holds monthly SRS Trainings that will resume after the first of the year. Case management review still is reporting metrics below the agency target of 85%-90% compliance with standards, while the agency outcome performance measures below are still within acceptable limits, as seen below. Analysis of client population and caseloads, show that caseload ratios are down and within acceptable limits and that current standards are attainable.



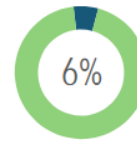
Violation Rate: the percentage of clients who received a violation; pending violations are NOT included; this is a measure of closed cases.



Safety Rate: the percentage of clients who do not commit a new offense while under supervision; this is a measure of closed cases.



Completion Rate: the percentage of clients who remain under supervision until the end of their sentence.



Drug Screen Positivity Rate: the percentage of drug screens administered that return a positive result

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.

- June LaOrange

New Hires

The following have been recent new hires of the Department.

- No new hires.

Info/action

Facility Renovation

Wegner

The facility renovation is now complete. As mentioned in prior meetings, the facility's floorplan now includes, the addition of two (2) isolation cells, three (3) client meeting rooms, a classroom. Interior Office renovations are also complete and case managers have transitioned to their new space. Technology installation for the virtual classrooms and computer lab has been completed by IT and therapeutic staff will trained on the new equipment in the coming weeks. Replacement of office furniture and purchase of additional new furnishings is on hold until the department budget is stabilized.

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:

2023 3rd QTR OVERVIEW:

Court & Pretrial Services saw a record breaking 3rd Quarter, surpassing the total clients served in 2022 by 17%. The agency also has seen a 22% increase in assessments, completing over 285 IRAS-PATs at the end of the third quarter and maintaining an 89% Release Rate. This coupled with a 20% increase in new supervised intakes, illustrates a sustained surge in growth that is projected to continue. The department currently has an 95% Appearance Rate, 87% Safety Rate and 60% Voluntary Program Completion Rate.

Cass County Pretrial Services and its Director, Ms. Hartoin were also profiled in a national article by CEPP seen here <https://advancingpretrial.org/story/small-county-big-results/>

Pulaski County: No report submitted.

Info/Action

CY2024 Grants Awards

Hartoin

The CY2024 IDOC Award Announcements have been made. All current funding amounts remained the same as CY2023, with no increase as seen below. It is noted that no new funding was awarded across the State.

Entity	Award
Community Corrections	\$814,987.00
Community Supervision	\$420,088.00
Residential/ Work Release	\$394,899.00
Drug Court	
Mental Health Court	
Veterans Court	
Reentry Court	
Domestic Violence Court	
Alcohol & Drug Program	
Pretrial Services- Cass County	\$77,590.00
Pretrial Services- Pulaski County	\$81,373.00
Prosecutor's Diversion	
Jail Treatment	\$0.00
Total Advisory Board Award	\$973,950.00

Info/Action **2023 Work Release Residential Audit** Wegner

The agency underwent its first residential (work release) audit since COVID-19 and renovations and preliminary results, show a passing score with no negative findings.

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.

Info/Action **Additional Funding/Courts Services & JRAC** Hartoin

Court Services was awarded the CY24 IOCS JPAR SIM Grant and was successfully able to increase funding from \$45,000 to \$155,000. Funding is designated for CPCC's therapeutic division, with additional funding awarded to expand programming offered to include evening and Saturday classes, in addition to competency evaluations for the Courts and EBP curriculum.

CPCC continues to partner with Court Services and submitted it's first Edward Byrne Memorial Justice Assistance Grant (JAG) Grant Application. Award Notification expected in December. Application was in the amount of \$160,000 to fund two Correctional Skills Specialists.

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, November 28,
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