



CY2021 ANNUAL REPORT

CASS COUNTY COURT & PRETRIAL SERVICES

"Serving the community by using evidence-based practices and needs-based supervision that prioritizes public safety, maximizes court appearance and reduces recidivism, while protecting the presumption of innocence."

FROM THE DIRECTOR

To Stakeholders and the Community:

When I was first offered the opportunity to leave my position in the Cass County Clerk's Office to not only become a Probation Officer, but also create a "Pretrial Release Program," a new endeavor for Cass County, I was excited, overwhelmed and had no idea what lay ahead of me. Now four years later, what started out as a small program intended to help lower the jail population and provide additional help for the Adult Probation Department, has grown into something bigger than any of the founding stakeholders ever imagined.

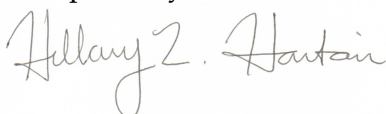
What began as a simple transfer in departments for me, has become a career and passion of mine. I truly love what I do and am blessed to enjoy getting up every day and going to work. I am proud and honored to have been part of the progress we have made as a community, not only in the pretrial realm, but also in evidence-based decision making and in the increased communication and collaboration across departments and community supervision agencies. Watching and getting to lead our local criminal justice leaders in becoming a team, as JRAC Chair, has been an honor. Beyond the accomplishments highlighted in this report, such establishing the program as its own department, cost savings, the addition of a dedicated case manager and achieving certification, the core of what I set out to do four years ago is the same: *to serve my community by serving others*. As the program continues to grow and new opportunities arise, myself and Court & Pretrial Services will always remain committed to servant leadership and ensuring that each life we touch feels valued and more than a case number or statistic.

As you read the attached report, you will see that we remain committed to using evidence-based practices and risk-based determinations to provide an alternative to pretrial incarceration that not only benefits the lives of our clients, but also promotes and prioritizes public safety, while honoring local community values. As we have grown and gained recognition, we have taken great care to remember where we come from and who we are. By providing needs-based supervision and services, we strive to produce positive outcomes that last beyond the pretrial stage. We believe in "Pretrial with a Purpose."

In looking back at all that was accomplished this past year, I want to reiterate that *WE* accomplished this as a community and local criminal justice system and want to thank everyone for their continued support, including the Local Judiciary, Cass County Commissioners and Council, Cass County Sheriff's Department and Prosecutor's Office, Cass/Pulaski Community Corrections, Cass County Adult & Juvenile Probation, the Indiana Department of Corrections and the Indiana Offices of Court Services.

It has been an honor and pleasure to be part of this project and journey. I look forward and hope to continue serving alongside all of you in the years to come.

Respectfully,



Hillary L. Hartoin

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SECTION 1:

AGENCY INFORMATION

AGENCY HISTORY AND DESCRIPTION

Cass County Court & Pretrial Services, CCCPS, formally known as Cass County Pretrial Services, was established in 2018 by the local Judiciary in response to Indiana Supreme Court's Pretrial Initiative, Criminal Rule 26 and the rising population of our local jail. In July of 2018, Cass County received HB1006 funding from the Indiana Department of Corrections for a dedicated Probation Officer, who at that time worked under the umbrella of the Adult Probation Department, to serve as a Pretrial Release Coordinator, who implemented and now runs the daily operations of the Pretrial Release Program. Cass County Pretrial Services began accepting clients in October of 2018 and has been since serving the Courts and Community by using evidence-based practices to supervise clients awaiting trial without the economic means to post traditional monetary bond.

As will be detailed in Section 2 of this report, in April 2021, Cass County Pretrial Services transitioned to its own independent department: **Cass County Court & Pretrial Services**. As an agency, we strive to provide an alternative to incarceration, while honoring community values, prioritizing public safety, maximizing court appearance and reducing recidivism. Beyond the number of participants enrolled in the program, each recommendation prepared assists the Judicial Officer in making a meaningful release/detention decision that is in the best interest of the community and the defendant by considering objective risk factors versus relying solely on monetary and economic determinations. The Pretrial Release Program has helped create a cultural shift in our local criminal justice system and community that supports evidence-based decision making. Over the course of the past year, the agency has grown into a program that provides a proven alternative to pretrial incarceration that identifies the clients' needs and connects them to services that produce

positive outcomes that last beyond the pretrial stage, while staying committed to public safety.

Arrestees are evaluated using the Indiana Risk Assessment Pretrial Assessment Tool, IRAS-PAT and placed at a supervision level that matches their risk level and identified needs when appropriate, while protecting public safety. In lieu of remaining incarcerated while their case is pending, clients are allowed to return to their families and employment. In addition to assistance with court appearances, clients are given the opportunity to participate in programming and treatment. What initially began as a program that focused on addressing the overcrowding issue in our local jail, has grown into a program that provides a proven alternative to pretrial incarceration that identifies the clients' needs and connects them to services that produce positive outcomes that last beyond the pretrial stage. Cass County Pretrial Services has served over 300 clients since the program launched and at any given time supervises between 75-80 clients in the program.

Before implementation of Pretrial Services, many defendants were historically detained solely because of their inability to post a monetary bond—not based on their risk of reoffending or to public safety, and the Cass County Jail's average population was 46% over capacity, with 70% of those incarcerated awaiting trial. In the three and half years since Pretrial Services was established, Cass County has seen a significant reduction in the pre-adjudication or "pretrial" jail population, with the percentage of those detained and awaiting trial below 20% for the entirety of 2021. Pretrial Services also works to expedite the release of those with mental illness, intellectual/developmental disabilities and physical/medical conditions when appropriate. Approximately 20% of our clients had autism or other developmental disabilities, mental health disorders, high risk pregnancies or an acute medical condition with needs that could not be met

adequately if incarcerated and that would create a financial burden to the county.

MISSION STATEMENT, VISION AND GOALS

Mission

To serve the community by using evidence-based practices and needs-based supervision to assist the Courts in making pretrial release decisions that prioritize public safety, maximize court appearance and reduce recidivism, while protecting the presumption of innocence.

Vision

- Protect the constitutional presumption of innocence by helping to reduce the pretrial incarceration of those who do not have the ability to pay a traditional money bond when appropriate, while increasing the reliability of guilty pleas and reducing the negative effects of pretrial detention on recidivism.
- Help reduce jail overpopulation and expenses by promoting appropriate pretrial release that prioritizes community safety by reserving jail resources for those who pose a danger to public safety and the community.
- Utilize evidence-based practices to accurately assess risk based on objective factors and promote pretrial justice when making pretrial decisions to best meet the needs of the community.

Goals

- Maximize Public Safety
- Maximize Court Appearance
- Maximize Release

OPERATIONAL OVERVIEW

The Pretrial & Court Services Director interviews every person booked into the Cass County Jail within 24 hours of his or her arrest and evaluates them using the IRAS-PAT, a validated, statewide risk assessment that measures an arrestee's risk of re-offending and failing to appear. Based on the risk assessment results and other objective factors, such as criminal history, substance abuse, employment and residential stability, a matrix is used to aid in

making a recommendation to Court regarding the inmate's potential release and supervision conditions. The Pretrial Release Recommendation is provided to the Judge, Prosecutor and Public Defender and a determination regarding participation and release to Pretrial Services is made at arraignment or a Defendant's initial hearing.

If an arrestee is placed in the Pretrial Release program they are required to report to Pretrial Services within 24 hours of their release and placed at a level of supervision that matches their risk level and individual needs. Supervision requirements include, but are not limited to, making all court appearances, not committing a new criminal offense, text message reminders, office and telephone appointments, random drug screening and/or electronic monitoring. When drafting a supervision plan, identified needs and responsivity factors, along with the derived risk level, are prioritized to ensure supervision adheres to evidence-based practices and the dosage and risk/need principles. CCCPS utilizes a graduated sanction/incentive matrix and does not believe in blanket reincarceration for violations, handling minor violations, such as failure to report, administratively, and considering a defendant for placement back into the program at an increased level of supervision if rearrest occurs.

EXPEDITED RELEASE

When an arrestee is identified as low risk and is not a threat to public safety, they are released at arraignment, the probable cause hearing, before formal charges are filed and their initial hearing occurs. Moving pretrial determinations to an arrestee's probable cause hearing allows us to expedite release and mitigate the impact of pretrial incarceration, such as loss of employment, separation from family and exposure to high-risk offenders.

Studies show that even one to two days of pretrial incarceration can increase the likelihood of future misconduct while on supervision and recidivism. Ninety percent of eligible defendants are evaluated and released under the program's supervision within 12 to 24 hours of arrest.

SUPERVISION LEVEL SUMMARY

- Level 1 – One telephone appointment every two weeks and one office appointment every six weeks.
- Level 2 – One telephone appointment and one office appointment every month.
- Level 3 – Two telephone appointments and two office appointments. Weekly reporting may be ordered with electronic monitoring.

TARGET POPULATION

Pretrial Services assesses all pre-adjudication arrestees/defendants who were not released on their own recognizance or who have not posted conventional bond pursuant to the local bond schedule prior to administration of the IRAS-PAT. Defendants who post bond subject to the bond schedule or who are charged and summoned are not assessed unless the Judicial Officer determines that Pretrial Release conditions be ordered as a special condition of bond. Cass County Pretrial Services serves defendants charged with both misdemeanor and felony offenses and does not determine eligibility solely based on the level of instant charges, but instead, primarily on evidence-based factors and determined risk levels to equally ensure public safety and protect the defendant's presumption of innocence. The Pretrial Services Director is responsible for reviewing the bookings, new criminal filings, and arrest/jail list each work day, in addition to monitoring weekend arrests, to determine which arrestees are eligible to be assessed according to the above target population. Juvenile Defendants that have been waived into adult court or that are the result of direct files are also eligible for participation.

Expansion of Target Population

In 2021, at the direction of the local Judiciary and in response to the needs of our local criminal justice system, we expanded our target population to include criminal mental health adjudications and probation violators for not only those with new offenses, but also technical violations. Placement in Pretrial Services during the pre-adjudication period for probation violations is used as an intermediate sanction and way to provide more intensive

supervision and coordinate services for those with identified criminogenic or mental health needs.

Those undergoing treatment or competency evaluations in criminal proceedings can be placed under the supervision of Pretrial Services to not only provide supervision, but also coordination of services and assessments. Additionally, those who normally would have been excluded from evaluation, such as inmates held on Failure To Appear Warrants or Bond Revocations are being considered for released to Pretrial Services versus being held without bond, per prior standard practice. The purpose of this expansion of the target population is to use evidence-based decision making to avoid making blanket decisions and responses to better meet needs of those incarcerated and help address the local jail overcrowding issues without jeopardizing public safety.

Expansion of Services & Evidence-Based Determinations

In addition to expanding our target population, Pretrial Services continues to assist the courts by providing evidence-based release recommendations based on objective factors designed to promote public safety beyond the point of initial arrest. Expansion of services also includes Pretrial Investigations and Recommendations being made at Bond Review and Reduction Hearings to further support evidence-based decision making. Sometimes, inherent risk to the community and the victim is uncovered that supports detention, that may not have been fully known without the participation of Pretrial Services, illustrating another benefit of the program. Other instances were pretrial recommendations and risk assessments are being used include Hearings for Special Conditions of Bond. Evidence-based decision making, aided by the pretrial recommendations, is being used to set special conditions of bond, supervised by Pretrial Services, that correlate with assessed risk and that are not overly restrictive, but still protect the community. At times a defendant will be released at a reduced bond and with electronic monitoring, for example. In this way, Pretrial Services has helped facilitate a renewed focus on risk based determinations through the end of the case.

POLICY AND STAKEHOLDER TEAM

Pretrial Services reports directly to the Cass County Judiciary and has a local policy and stakeholder team that meets on a regular basis to collaboratively develop and approve local pretrial practices and review program performance metrics, grant opportunities and other accomplishments. Said meetings are held quarterly in conjunction with the Cass/Pulaski Advisory Board Meetings. Current Policy and Stakeholder team members are listed below:

- James Muehlhausen, Judge, *Cass Superior Court*
- Stephen R. Kitts, II, Judge, *Cass Circuit Court*
- Lisa L. Swaim, Judge, *Superior Court 2, Supervising Judge*
- Hillary Hartoin, Director of *Court & Pretrial Services & Chair*
- Dave Wegner, *Director of Cass/Pulaski Community Corrections & Vice Chair*
- Noah Schafer, *Cass County Prosecutor*
- Sheryl Pherson, *Chief Public Defender*
- Ed Schroder, *Cass County Sheriff*
- Terry Haney, *Chief Adult Probation Officer*
- Will Scott, *Chief Juvenile Probation Officer*
- Ryan Browning, *Cass County Commissioner*

POLICY AND STAKEHOLDER TEAM MEETINGS

The Cass County Court & Pretrial Services Policy & Stakeholder Team meetings are held in conjunction with the Cass/Pulaski Community Corrections Advisory Board Meetings, who governs the IDOC Grant that is one of the primary funding sources for the agency. Said meetings are held the third Tuesday of the first month of the quarter. Additional meetings are held if the need arises.

Traditionally said meetings are held at the Cass Government Building in the Bicentennial Room, but due to COVID-19 said meetings were held virtually via Lifesize this past year.

In addition, in Cass County Court & Pretrial Services is part of the Local JRAC (Justice Reinvestment Advisory Council), who began meeting in October of 2021.

The Cass/Pulaski Community Corrections Advisory Board Meetings/Cass Pretrial Policy & Stakeholder Team Meetings held in 2021 were as follows:

- February 16, 2021
- May 18, 2021
- June 22, 2021
- August 17, 2021
- September 14, 2021
- November 16, 2021

Cass County Local JRAC Meetings attended in 2021 were as follows:

- October 19, 2021
- November 16, 2021
- December 8, 2021

The Cass/Pulaski Community Corrections Advisory Board Meetings/Cass Pretrial Policy & Stakeholder Team Meetings tentatively scheduled for 2022 are as follows:

- February 15, 2022
- May, 17, 2022
- August 16, 2022
- November 15, 2022

Additionally, the Pretrial Policy & Stakeholder Team came together to meet with staff of the Indiana Office of Court Services on September 8, 2021 for a Provisional Certification Review Meeting. IOCS has tentatively scheduled our Site Review and stakeholder interviews for:

- April 11, 2022

EMPLOYEE ROSTER

Name	Position	Work Status
Hillary Hartoin	Director	Full-time
Robert Baszner	Pretrial Case Manager	Full-time

AGENCY ORGANIZATIONAL CHART

01

CCCPS operates under the authority of the entire Cass County Judiciary, but is primarily supervised under the authority of its Supervising Judicial Officer, Judge Lisa L. Swaim, of Cass Superior Court 2.

JUDGE LISA SWAIM,
SUPERVISING JUDGE

02

CCCPS has a local Policy & Stakeholder Team, in addition to the Community Corrections Advisory Board & JRAC Council, that meets on a regular basis to collaboratively develop local pretrial practices and review performance metrics.

CPCC ADVISORY BOARD
LOCAL JRAC COUNCIL

03

Hillary Hartoin, Court & Pretrial Services Director, is responsible for the administration & daily operations of CCCPS, including all arrestee assessments and supervision of high risk clients, in addition to Court Services duties.

DIRECTOR OF COURT & PRETRIAL SERVICES
HILLARY HARTOIN

04

Robert Baszner, Pretrial Case Manager, is responsible for the supervision of low to moderate risk clients and provides administrative support. The Pretrial Case Manager reports directly to the Court & Pretrial Services Director.

PRETRIAL CASE MANAGER
ROBERT BASZNER

STAFFING PLAN

Court & Pretrial Services is comprised of two full-time employees, the Court & Pretrial Services Director and the Pretrial Case Manager. The Director, is a Certified Probation Officer and responsible for the overall administration and daily operations of the program, ensuring the court's compliance with the pretrial services statutes and rules, developing pretrial services policies and procedures, arrestee evaluations, and supervision of high-risk clients. Said Director also is responsible for Court Services duties that include, but are not limited to assisting the Courts in seeking new funding opportunities and grant management, with a focus on jail analysis and programming and mental health services, as well as conflict pre-screening and quality assurance reports. Lastly, the Director assists the Cass/Pulaski Community Corrections Director with administrating and securing county grants, quality assurance measures, technology improvements, gathering and analyzing data and other community supervision initiatives. The Pretrial Case Manager, is also a Certified Probation Officer whose primary duties entail supervision of moderate to low risk clients, weekly criminal records checks, and administrative support.

Analysis of current operations and the 2021 population show a continued growth in not only active clients, but also in new arrestee evaluations and clients charged with felony offenses and/or high risk clients who are supervised at the highest level of supervision. Current National and State industry standards recommend an average client caseload of no more than 35-45 clients per supervising officer. While the agency is generally in compliance with this standard, if new legislation passes, i.e. proposed Senate Bill 9, that requires caseloads to be no more than 30 clients per an officer and more intensive supervision of those on electronic monitoring, a reevaluation of the staffing and caseload ratios would be required to comply with these new standards. It is noted that the agency served 34 clients, a 325% increase from 2020, who had the special condition of electronic monitoring in 2021. Additionally, as Court Services and JRAC duties expand and State pretrial data collection requirements increase, additional administrative support staff may be needed.

To comply with pretrial best practices and ensure active public defender participation at initial hearings, per Indiana Pretrial Service Rules and Certification Requirements, the agency received grant funding from the Indiana Office of Court Services to subcontract a Public Defender to provide this essential element. This contract will be executed in 2022 and said Public Defender(s), while funded through the agency's grant funds, will report to the Cass County Public Defender Board.


STAFF TRAINING

Per Indiana Pretrial Services Rules Section 10(f) that states a Pretrial Services "coordinator and each pretrial services officer shall complete 12 hours annually of job-related continuing education approved by the pretrial services supervising judge" and pursuant to IC 11-13-1-1 that outlines the continuing education requirements for certified probation officers, program policy requires that the Pretrial Services Director obtain 24 hours of continuing education hours a year. However, each year the agency strives for each employee to obtain 40 hours of continuing education units to be in line with its sister agency, Cass/Pulaski Community Corrections. This year the Director completed 44.25 hours of continuing education, in addition to applying for and passing the exam to obtain national certification and become a NAPSA Certified Pretrial Services Professional (CPSP). The Pretrial Case Manager completed 49.5 hours of continuing education and also met all the requirements to become a Certified Probation Officer and obtained IRAS Certification.

Indiana Courts Education
Network
Indiana Courts Education Network

2021 VIRTUAL
NAPSA
CONFERENCE

RELIAS || LEARNING

 **OverdoseLifeline**


National Institute of Corrections

SECTION 2:

2021-2023 STRATEGIC PLAN

When developing Pretrial Services' 2021-2023 Strategic Plan, the goal was to identify areas of needed change based on the growth and challenges we have been presented with in the past three years. Our goals needed to continue to help us accomplish our mission and vision and be challenging, yet practical and measurable. Feedback collected from the IOCS, IDOC, Judiciary and local Criminal Justice Stakeholders helped us conduct an internal SWOT (Strengths, Opportunities, Weaknesses, Threats) Analysis to aid us in setting the six strategic goals outlined below and to help us leverage our strengths to overcome our weaknesses and to continue to capitalize on areas of growth.

SWOT ANALYSIS

STRENGTHS

- Commitment to EBP
- Established Program with Proven Performance Metrics

OPPORTUNITIES

- Increase in local thinking that prioritizes evidence-based supervision over monetary bond
- Sustained growth in arrestee evaluations & active participants

WEAKNESSES

- Understaffed
- Limited collaboration and lack of past training for local law enforcement

THREATS

- Limited resources for Mental Health Clients
- Limited collaboration and lack of past training for local law enforcement
- Limited Public Defender Presence at Initial Hearings

1. OBTAIN CERTIFICATION FROM THE INDIANA OFFICE OF COURT SERVICES & NAPSA

Need: Certification not only ensures compliance with pretrial legislation, but also is a measure of quality assurance and helps the agency maintain and secure future funding.

Objectives:

- 1.1: Prepare elements of Indiana Office of Court Services Applications, including Policy and Procedure Manual and all attachments.
- 1.2: Obtain presumptive certification and complete evaluation to obtain formal certification as an agency.
- 1.3: Coordinator will obtain National Pretrial Services Professional Certification from National Association of Pretrial Services (NAPSA).

Data Collection and Measurement: Pretrial services will comply with the deadlines and reporting requirements of the Indiana Office of Court Services.

Accomplished: On April 24, 2021, the Director passed her exam to obtain her Certified Pretrial Services Professional (CPSP) Practitioner Certification and on October 1, 2021, Cass County Court & Pretrial Services was awarded Provisional Certification by the Indiana Office of Court Services.

2. INCREASE STAFFING TO CONTINUE TO MAXIMIZE RELEASE AND GROWTH WITHOUT JEOPARDIZING PUBLIC SAFETY

Need: Pretrial Services saw a 224% increase in clients served in CY2020 and current caseloads are larger than industry guidelines.

Objectives:

- 2.1: Hire Pretrial Case Manager, whose primary duties will be to supervise low to moderate risk clients and to provide administrative support to the program, while the Pretrial Coordinator remains responsible for the daily operations of the program, arrestee evaluations and supervision of high risk and juvenile clients.

Data Collection and Measurement: Caseload ratio and growth rate will continue to be monitored to ensure participants are supervised at a level and quality that ensures public safety.

Accomplished: On April 1, 2021 the Cass County Judiciary, with the County Council and Commissioners, transitioned Cass County Pretrial Services to its own department, Cass County Court & Pretrial Services, removing the agency from under the umbrella of Adult Probation. The current Coordinator of the program assumed the role of Director, while the Pretrial Assistant assumed the role of full-time Pretrial Case Manager to provide supervision support that ensures not only the sustainability of the program and allows for growth, but also ensures that clients remain supervised at a level of quality that continues to protect public safety.

3. ENHANCE AND IMPROVE UPON ASSESSMENT OF ACTUARIAL RISK

Need: Pretrial Services serves clients with specialized needs and measurements of risk, such as sex offenders and juveniles.

Objectives:

- 3.1 Obtain training and certification to administer the Indiana Youth Assessment System to better assess risk and identify needs of juvenile pretrial participants.
- 3.2. Obtain training and certifications required to administer the STATIC-99 to better assess risk of recidivism for potential pretrial participants charged with a sex offense.

Data Collection and Measurement: Training and certification requirements for the IYAS are set by the Indiana Office of Court Services and specialized training for the STATIC-99 will be provided and sought under the direction of Four County.

4. BETTER SERVE GROWING POPULATION OF CLIENTS WITH MENTAL HEALTH NEEDS

Need: Over 20% of the Pretrial Population have mental health needs that remain undiagnosed or require outpatient/inpatient services. Pretrial Services and the Courts lack the resources and training to best serve this growing sector of the population.

Objectives:

- 4.1. Investigate further sources of funding to increase the budget available to mental health evaluations.
- 4.2. Seek training opportunities to improve identification of mental health needs and provide specialized supervision targeted to those needs.
- 4.3 Further collaborate with local service providers to increase resources and programming available to clients and the Courts.

Data Collection and Measurement: Pretrial Services currently collects data on participants with identified mental health needs and is working collaboratively with Community Corrections and Four County to further identify the needs of those incarcerated in the local jail.

Progress: In September 2021, Court & Pretrial Services began screening all inmates booked in the jail using the Brief Jail Mental Health Screener (BJMHS), to better identify those with mental illness and increase referrals to services. In 2021, the department received notice that we were awarded the Justice Partners Addictions Response (SIM) Grant from the Indiana Office of Court Services, which includes \$40,000 in funding for enhanced mental health evaluations. Court Services is also participating in the Cass County Sheriff's Department and Four County's Jail Therapy Program. Using risk level and needs identified in the Pretrial Screening Stage, we are assisting in selecting candidates for the new Jail Therapy Program targeted towards inmates with substance disorders who have ERDs of 90 days or less.

5. INCREASE EDUCATION AND COLLABORATION WITH LOCAL LAW ENFORCEMENT

Need: Local law enforcement and jail staff lack education and training regarding the scope and purpose of not only Pretrial Services, but also Community Corrections and Juvenile Probation.

Objectives:

- 5.1: Increase support from local enforcement and jail staff by conducting trainings in collaboration with Community Corrections and Juvenile Probation.

5.2: Promote collaboration by providing specialized education on evidenced based-decision making and community supervision alternatives.

Data Collection and Measurement: Pretrial Services will schedule and coordinate said meetings, tracking attendance and frequency.

Progress: In 2021 and in collaboration with Community Corrections, Pretrial Services held an informational training and Q&A with the Logansport Police Department and Cass County Sheriff's Department to increase collaboration. We also launched law enforcement and court access areas to our website. These are password protected areas, where officers can quickly find weekly updated rosters, information on absconded offenders, including printable copies of warrants, new intakes and on call contacts.

6. INCREASE PUBLIC DEFENDER PRESENCE AND PARTICIPATION AT INITIAL HEARINGS

Need: IOCS Certification Reviewers recognize that Cass County Pretrial Services, and the Cass County Public Defenders' Office have limited resources, but also that defense counsel participation and presence at initial hearings is a recommended best practice for counties with pretrial release programs.

While defense counsel appears at release/initial hearings when they object to the pretrial recommendation or are needed, when they are requesting a review of bond or a previously submitted pretrial recommendation, traditional appearance does not currently occur at each initial hearing due to staffing constraints.

Objectives:

6.1: Investigate further sources of funding for the Public Defender's Office, with the focus on securing representation for initial hearings, i.e. grants and potential local funding.

a. The Court and Pretrial Services Director, as one of the county's grant administrators and writers, will continually seek grant opportunities that the Public Defender's Office would qualify to apply for and aid in preparing said applications.

6.2: Increase data collection to better provide the local Public Defender with information and assistance needed to seek grant opportunities.

a. The Court and Pretrial Services Director will share relevant data with not only the Public Defender, but also the Pretrial Stakeholders and local JRAC Council, who collectively provide guidance and assistance in seeking funding and expansion of services.

6.3: Encourage Public Defender Participation in Pretrial Training Opportunities provided by the Public Defender Council, IOCS and NAPS to provide better education and increase awareness of the need of increased defense council participation at the initial hearing.

Data Collection and Measurement: Pretrial Services will schedule and coordinate said meetings, tracking attendance and frequency.

Progress: On October 18, 2021, Cass County Court & Pretrial Services submitted an IOCS Grant Application seeking funding for a sub-contracted, part-time public defender dedicated to ensuring defense counsel participation at initial hearings. A \$15,000 award was granted for CY2022. CCCPS recently signed a subcontract with the Public Defender Board to provide said service and we are excited to announce that we have hired an attorney to fill this new role. Both agencies are also exploring additional funding and reimbursement opportunities from the Public Defender Commission and Indiana Department of Corrections.

SECTION 3: INTRODUCING COURT SERVICES

EST. APRIL 1, 2021

In response to the sustained growth the Pretrial Release Program saw in 2020 and also recognizing the distinctions and need for separation of pretrial supervision from post-conviction supervision to best align with pretrial best practices, the Cass County Judiciary, with the support of the County Council and Commissioners made the decision to transition Pretrial Services to its own department and establish it as an independent agency. On April 1, 2021, the Cass County Pretrial Release Program was moved out from under the umbrella of Cass County Adult Probation and became a new county department and the second independent pretrial agency in the State, per Ordinance No. 2021-01: *Cass County Court & Pretrial Services*.

The existing Coordinator of the program assumed the role of Director and retained responsibility for the administration and daily operations of the program, arrestee evaluations, and supervision of high-risk clients, while the existing Pretrial Assistant was directed to obtain Probation Officer Certification and assumed the role of the full-time Pretrial Case Manager, whose primary duties entail supervision of moderate to low risk clients and administrative support. The addition of the full-time Case Manager ensures not only the sustainability of the program and allows for growth, but also that clients remain supervised at a level of quality that ensures public safety.

Cass County Court and Pretrial Services reports to entire Cass County Judiciary, but is supervised under the authority of its Supervising Judicial Officer, Judge Lisa Swaim, Cass Superior Court 2. Said Court and Pretrial Services Director continues to work collaboratively with the Cass/Pulaski Community Corrections Director in administering and securing county grants, quality assurance measures, technology improvements, gathering and analyzing data and other community supervision initiatives.

While the primary focus remains Pretrial Services, expanding the department into Court Services includes the added duties of assisting the Courts in grant management and seeking new funding opportunities, conflict pre-screening, quality assurance reports and other statistical reports upon request. The Department also has a special focus on jail analysis and programming, mental health services and county data analysis and collection.

The Cass County Council and Commissioners assumed funding responsibility for personnel and general operating expenses not covered under the 1006 IDOC Grant, including salary and fringe for the Pretrial Case Manager, the Director's remaining salary and fringe and operating expenses. Cass County Court & Pretrial Services continues to seek additional sources of funding to supplement funding and facilitate future expansion of services.

ORDINANCE NO. 2021-01

A JOINT ORDINANCE OF THE CASS COUNTY BOARD OF
COMMISSIONERS AND THE CASS COUNTY COUNCIL
CREATING COUNTY DEPARTMENT AND POSITIONS

WHEREAS, the joint Boards of the Cass County Commissioners and the Cass County Council desire to create a new department identified as "Court and Pre-Trial Services"; and

WHEREAS, the Circuit Court of Cass County currently employs an employee that administers the Pre-Trial Services for the Cass County Courts; and

WHEREAS, the Cass County Commissioners and the Cass County Council hereby establishes the Department of Court and Pre-Trial Services.

WHEREAS, at the request of the Cass County Circuit Court, the Cass County Commissioners and the Cass County Council hereby establish the coordinator position of the Court and Pre-Trial Services with said position identified as "Director of Court and Pre-Trial Services".

WHEREAS, a second (2nd) position will be created within the Court and Pre-Trial Services Department which shall be identified as a "Case Manager" Position, which position shall be supervised by the Director of Court and Pre-Trial Services; and

WHEREAS, the salary of the Director of Court and Pre-Trial Services and the Case Manager positions shall be based upon the State Probation Salary Schedule.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners and the County Council of Cass County, Indiana, as follows:

1. The Circuit Court currently employs a coordinator of Pre-Trial Services. This position shall now be identified as "Director of Court and Pre-Trial Services"; and
2. A new position will be created, identified as "Case Manager" of Court and Pre-Trial Services. This position shall be directly supervised by the Director of the Court and Pre-Trial Services Department; and
3. The above stated positions shall be included as a new department in County Government identified as "Court and Pre-Trial Services"; and
4. A portion of the Director of the Court and Pre-Trial Services salary and all of the

al Fund (1000). The Director of
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2021.

f March, 2021.

ITY COUNCIL

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Cheryl Alcorn County Auditor

Grover Bishop

Dean Davenport

Dean Foreman

SECTION 4:

NAPSA & IOCS CERTIFICATION

INDIANA OFFICE OF COURT SERVICES CERTIFICATION

The Board of Directors of the Judicial Conference of Indiana adopted the Pretrial Services Rules in December of 2019 that form the basis for voluntary certification for Indiana counties implementing pretrial best practices. Achieving certification shows that the operation of the agency is in alignment with state pretrial best practices and the agency operates as a "risk-based pretrial system that will maximize release, court appearance, and public safety (PSR)". On April 2, 2021, the agency submitted its certification application, including the completed Policy and Procedure Manual. After undergoing a provisional site review with the Staff of the Indiana Office of Court Services in September, the agency was granted its Provisional Certification on October 1, 2021. Cass County was the eleventh county in Indiana to receive certification. The agency will undergo a formal site review in April of 2022 to receive full certification status.



Office of Court Services

Mary Kay Hudson, Executive Director • 317-232-1313 • courts.in.gov

October 8, 2021

The Honorable Lisa L. Swaim
Cass Superior Court 2
200 Court Park
Logansport, IN 46947

Dear Honorable Swaim,

This letter confirms that the Cass County Pretrial Services entity submitted an application for certification dated April 6, 2021, in accordance with IC 35-33-8 and Section 6 of the Pretrial Services Rules.

On September 8, 2021, Indiana Office of Court Services (IOCS) staff members Ms. Rachael McKee and Ms. Lara Mosler met with the policy team to discuss the entity's implementation plan. On September 24, 2021, IOCS provided Cass County Pretrial Services with recommended revisions to the policies, procedures, and forms as they relate to IC 35-33-8, Criminal Rules 26, related laws, rules and regulations, and the standards imposed by the Pretrial Services Rules. On September 27 and 29, 2021, Cass County Pretrial Services submitted revised policies, procedures, and forms to IOCS in accordance with these recommendations.

The Indiana Office of Court Services is pleased to issue a provisional certification of approval authorizing Cass County Pretrial Services to begin the delivery of services as a certified pretrial entity. This letter will serve as your provisional certificate of approval and is valid for a period of six (6) months from September 29, 2021. Prior to the expiration of the provisional certificate, the Cass County Pretrial Services entity must follow the procedures described in Sec. 6(b)(2) of the Rules in order to retain its certification status.

Congratulations on your provisional certification. We look forward to working with you.

Sincerely,

Angie Hensley-Langrel
Deputy Director
Indiana Office of Court Services

CC: Hillary Hartoin, Cass County Pretrial Services Coordinator

Indiana Supreme Court Office of Judicial Administration
Office of Court Services • 251 N. Illinois Street, Suite 800 • Indianapolis, IN 46204

NATIONAL ASSOCIATION OF PRETRIAL SERVICES (NAPSA) CERTIFICATION

The National Association of Pretrial Services Agencies', NAPSA, "Certification Program provides national recognition to qualified pretrial practitioners who successfully complete certification and become Certified Pretrial Service Professionals (CPSP.) Achieving Certified Pretrial Services Professional status involves passing an examination (fundamental legal concepts, case law, and legal concepts specific to pretrial release). Persons obtaining certification have demonstrated a fundamental understanding of the Pretrial movement and the history upon which it is based (NAPSA)." On April 24, 2021, the Director, applied for and took the exam that granted her status as a Certified Pretrial Services Professional.

The National Association of Pretrial Services Agencies

This is to certify that

Hillary Hartoin

Has completed all of the requirements for

Certified Pretrial Services Professional (CPSP)

PRETRIAL RELEASE WITH HONORS

Conducted by

Special Committee on Certification

National Association of Pretrial Services Committee on Education and Training

In token whereof this certificate is granted this

April 24, 2021 through April 23, 2024

Nick Sayner, NAPSA President

NAPSA Education Committee

SECTION 5:

GRANT OVERVIEW

The Director, currently serves as the primary Criminal Justice Grant Administer for the Courts, Community Corrections and Pretrial Services and part of the new department's duties, as Court Services, is to seek and apply for funding opportunities for not only the Pretrial Release Program and Community Corrections, but also grants that will benefit our local criminal justice system as a whole.

Outlined below is a description of the grants awarded this past year and well as pending applications:

ICJI CESF COVID-19 RELIEF GRANT

Originally awarded in 2020, and continued to be deployed into 2021, Cass County received \$84,137 that funded the following: Over 1,000 Masks, 2,000 Gloves, and other Miscellaneous PPE for all agencies in our local criminal justice system, including the Logansport Police Department and the Cass County Jail, 5 Mobile Hotspots w/ 1 yr of Service, 30 Laptops w/ Accessories, Conferencing Monitors, Salary for Part-time Pretrial Assistant, Sound Panels for Jail, Thermometers, Virtual Therapy Equipment for Jail, and 3 iPads for Virtual Services for Juvenile Probation, Pretrial Services, and Community Corrections. \$25,000 was also applied to the purchase of Community Corrections Body Scanner.

CARA GRANT

Approximately \$100,000 in Narcan doses and Related Training for CPCC, Pretrial Services, and Adult & Juvenile Probation

IDOC 1006 PRETRIAL GRANT, \$59,716

2022 funding was received from the Indiana Department of Corrections for a Portion of Court Services Director's Salary & Fringe.

IDOC COMMUNITY CORRECTIONS GRANT

Coauthored with CPCC Director, Dave Wegner, over \$70,000 in new funding, including a new case manager was awarded for 2022. The addition of a fourth case manager will ensure that clients of the home detention/community supervision program continue to be supervised in alignment with evidence-based practices, staffing principles and contact standards.

JUSTICE SYSTEMS ADDICTIONS RESPONSE (SIM) GRANT, \$60,000

Awarded by the Indiana Office of Court Services and to be deployed in 2022, this grant will provide funding in the amount \$40,000 for Mental Health and Competency Evaluations, \$1,000 for JRAC/SIM Training, \$4,000 for CBT Curriculum for Pretrial Release Clients, \$15,000 for CPCC Virtual Therapy Computer Lab.

IOCS PRETRIAL GRANT, \$15,000

Funding was awarded by the Indiana Office of Court Services to provide increased Public Defender Participation at Initial Hearings to comply with certification requirements and pretrial best practices. A sub-contract with the Cass County Public Defender Board has been signed and the above described attorney has been hired and will start February 1, 2022.

PENDING APPLICATIONS

In late fall of 2021, Court Services applied for funding from the Indiana Supreme Court's Court Reform Grant to support expansion of the emergency duress system and surveillance cameras. This requests also includes new courtroom cameras and funding to implement a court wayfinding system that would include an interactive smart screen directory and information center.

SECTION 6:

CASS COUNTY LOCAL JRAC

WHAT IS JRAC?

Based on legislation created by the State Justice Reinvestment Advisory Council, who “oversees state-level reviews of local corrections programs, county jails and probation services, and the processes used by the Department of Correction and the Division of Mental Health and Addiction in awarding grants,” HEA 1068, the Local JRAC Statute, was signed into law on April 8, 2021 by Governor Holcomb, requiring the establishment of a Local JRAC in every Indiana County. The primary focus of establishing Local JRAC Councils is to have local leaders in our county’s criminal justice system come together to answer the following questions:

1. How do we do things now?
2. What do we need to do to better ensure public safety and reduce recidivism?
3. How do we efficiently and effectively implement system improvements, while maximizing resources?
4. How can we better work together to serve our community?

The overarching goal of Local JRACs is to examine and analyze local data and practices to improve criminal justice outcomes. Additionally, Local JRACs are required:

- to promote the use of evidence-based and best practices in the areas of community-based sentencing alternatives and recidivism reduction
- review, evaluate, and make recommendations about local practices (community-based corrections and jail overcrowding)
- compile reports as directed by the State JRAC
- communicate with the State JRAC to establish and implement best practices and to ensure consistent collection and reporting of data

CASS COUNTY LOCAL JUSTICE REINVESTMENT ADVISORY COUNCIL

Per Statute, Community Corrections Advisory Boards are permitted to assume the role of the local JRAC Council, however, it was voted in July 2021’s Advisory Board Meeting that both Cass and Pulaski County would form separate Local JRAC Councils in order to best discuss and meet the needs of their individual counties and communities.

In response, Cass County’s Local JRAC Council began formally meeting in October of 2021, expanding the statutorily required member list to ensure all key stakeholders and partners in the Cass County Criminal Justice System were included, signing bylaws on November 1, 2021 and sharing the following common mission:

“Coming together to create a collaborative system of care that promotes evidence-based practices and utilizes data analysis to improve criminal justice outcomes in our local community.”

The Council is currently meeting twice a month to prepare our first annual report that is due this March. Beyond reviewing data collection, utilization of evidence-based practices and local operations, the Council is focusing our working together to set system wide goals and performance measures that support the sharing of resources and continuity of care system wide, with a special focus on mental health services, improved public safety measures and jail programming.

As Chair, it is exciting to already see local leaders coming together and having conversations on how to improve the system and better serve our community.

SECTION 7:

NOTABLE ACCOMPLISHMENTS

CY2021 IDOC PERFORMANCE METRICS

As required by the Indiana Department of Corrections, as a grant funded agency, Cass County Pretrial Services developed five quantifiable performance measures to track, evaluate, and report during the 2021 calendar year. CCCPS met all of the goals outlined below.

Goal #1: Obtain Certification as an agency from the Indiana Office of Court Services

Agency Enhancement & Quality Assurance: EBP Principles 7 & 8

ACCOMPLISHED: Per standard certification procedure, Cass County Pretrial Services was granted its six-month provisional certification from the Indiana Office of Court Services on October 1, 2021. A site review will be conducted in March/April of 2022, after which full certification will be granted.

Goal #2: Pretrial Services Coordinator will begin the process of becoming a Certified Pretrial Service Professional by the National Association of Pretrial Services Agencies (NAPSA).

Agency Enhancement & Quality Assurance: EBP Principles 7 & 8

ACCOMPLISHED: Pretrial Director passed the NAPSA exam and obtained her Pretrial Services Professional (CPSP) Certification on April 24, 2021.

Goal #3: Continue to expedite the release of low to moderate risk arrestees by maintaining a pre-adjudication (pretrial) population in the local jail of 25% or less without jeopardizing public safety.

Maximize Release: EBP Principles 1 & 3

ACCOMPLISHED: The 2021 average pre-adjudication population in the jail was 14.75%. The year-end pre-adjudication population in the jail was 13%. Those detained have been assessed to be a high risk to public safety or have a hold that prevents release. It is also noted that during the last quarter of CY2021, the population of inmates assessed to be low risk was reduced by 4% and is currently 10%. In December, 32% of the population classified as pre-adjudication have an out of county warrant or hold that excludes them from the pretrial release program.

Goal #4: Maintain an average Pretrial Appearance & Safety Rate above 80%, an average Success Rate above 70% and Violation Rate below 30% in CY2021.

Program Outcomes & Quality Assurance: EBP Principles 7 & 8

ACCOMPLISHED: The Agency finished the year with an Appearance Rate of 98%, Safety Rate of 94%, Violation Rate of 21%, and Success Rate of 76%.

Goal #5: To increase education, promote dialogue, participation, and awareness of the operations of Pretrial Services and Community Corrections, both agencies will collaboratively hold trainings with local law enforcement and jail employees

Skill Train & Increase Community Awareness: EBP Principles 4 & 8

ACCOMPLISHED: In 2021 both Cass/Pulaski Community Corrections and Cass County Pretrial Services made efforts to increase collaboration and law enforcement education, awareness of program operations, participants, and policy. Not only were informational trainings held with the Logansport Police Department and Cass County Sheriff's Department, but a Law Enforcement Access Page/Portal was also created on our website.

OTHER NOTABLE ACCOMPLISHMENTS

Beyond our required IDOC Performance Metrics, as an agency we are continuously striving to improve our operations and the quality of services we provide our clients, the courts and the community. Highlighted below are some of our notable accomplishments made in 2021.

- We became the second Pretrial Services Agency in the State to become its own, independent agency in April of 2021.
- Cass County Pretrial Services was the 11th county in the State to receive certification from the Indiana Office of Court Services.
- Passed the milestone of enrolling our 300th client in December of 2021.
- The Pretrial Case Manager not only became certified to administer the IRAS Risk Assessment, but also passed the exam and met all the requirements to become a Certified Probation Officer.
- The Director was accepted into the National Association of Pretrial Services certification program and passed the exam to receive status as a Nationally Certified Pretrial Services Professional (CPSP).
- Within the first two months of operations, we diverted incarceration expenses that exceeded both the 2021 County Budget and 2022 County Operating Budget.

“In the three years since the program launched in 2018, Cass County Pretrial Services has served over 310 clients and is now State and Nationally Certified.”

“Pretrial Services has reduced the pre-adjudication population in the Cass County Jail by 80% since launching the program in 2018.”

- The agency, for the second year in row, has diverted over \$900,000 a year in incarceration expenses.

- The Pretrial Case Manager completed the National Institute of Correction's Pretrial Executive Training, in addition to attending the first IOCS Pretrial Staff Training. While, the Director completed the National Institute of Correction's Justice Involved Women's Program.

- The Director was featured as a panelist in the December 15th IOCS

JRAC Training Webinar.

- The agency passed IDOC CY2020 Audit with no issues to report.
- Saw a 38% increase in clients served, serving 188 clients in 2021 and completed 266 Pretrial Recommendations and IRAS-PATs.
- Reduced the population of low risk offenders in the jail by 4% and obtained a risk level for 75% of the inmates in the local jail.
- Since program launch in 2018, Pretrial Services has reduced the jail population by 80%. Before implementation, 70% of inmates were awaiting trial. As of December 2021, only 13% of inmates were awaiting trial and assessed to be a true risk to public safety and/or had a hold that prevents release.

Indiana Supreme Court Judicial Conference of Indiana

The Judicial Conference of Indiana presents this certificate to
Robert Baszner, Jr.
who has completed all the requirements for certification as a probation officer, and is therefore eligible to be appointed as a **Probation Officer** in the State of Indiana.

In Witness Whereof, this certificate is issued on September 28, 2021.



Lucy H. Bush
Lucy H. Bush
Chief Justice of Indiana and Chair of the Judicial Conference of Indiana

Mark K. Hudson
Mark K. Hudson
Executive Director, Indiana Office of Court Services

EXPANSION OF INTERACTIVE WEBSITE

In Collaboration with Community Corrections, we launched an informational and interactive website in the Fall of 2020 that is also a mobile app. Court & Pretrial Services has its own dedicated page, that includes program updates, reports and pertinent documents for stake holders and links to community resources for clients. This year we expanded the website to include a Virtual Classroom where clients can remotely connect to classes being held at the facility and a Local Job Postings Bulletin Board. We also created a Law Enforcement Access Portal that provides access to client rosters for both agencies, on-call contacts, warrants for absconded offenders and instructions on how to request GPS Mappings.



At Cass/Pulaski Community Corrections, both our work release residents and electronic monitoring clients are required to maintain employment while participating in the program. Below is a listing of local job openings and employment opportunities. If you are business or factory and would like your openings shared, please fill out the form below.



BraunAbility, Winamac, Indiana
[Apply Here](#)



Plymouth Tube, Winamac, Indiana
[Apply Here](#)



Indiana Packers, Delphi, Indiana
[Apply Here](#)



Tyson Foods, Logansport, Indiana
[Apply Here](#)



Kauffman Engineering,
Logansport, Indiana
[Apply Here](#)



Small Parts,
Logansport, Indiana
[Apply Here](#)



Below you will find our in-facility class schedule. Please note that classes are limited at this time due to COVID-19. Clients please request a meeting access code from our therapist and click on the you class you want to participate in and follow the prompts to join the private class live stream.

Disclaimer: All meetings are invitation only and hosted using Zoom to remain HIPAA compliant and protect our clients' privacy



MONDAY

12:30 PM - New Directions (Introduction)
5:00 PM - New Directions (Introduction)



TUESDAY

2:00 PM - Anger Management
6:00 PM - MRT (Moral Reconation Therapy)



WEDNESDAY



Please find below Current Client Rosters, GPS Unit Removal Instructions and the On Call Directory for your reference. Updated rosters are posted weekly. Please note this is a restricted, password protected page. Sharing passwords with those outside of law enforcement is strictly prohibited and will result in removal of access.



Cass/Pulaski Community
Corrections

Current Roster

[January 24, 2022](#)

Roster Archive

[January 18, 2022](#)

[January 10, 2022](#)

[January 3, 2022](#)

[December 20, 2021](#)

[December 13, 2021](#)

[December 6, 2021](#)

On Call Contacts

POD/Control Room
(Available 24/7)
574-732-2550

Dave Wegner, Director
574-355-6328



Cass County Pretrial
Services

Current Roster

[January 6, 2021](#)

Active Warrant

[Josiah Jennings](#)
[Printable Warrant](#)

On Call Contacts

Electronic Monitoring Clients
POD/Control Room
(Available 24/7)
574-732-2550

Hillary Hartoin, Director
574-732-4941

SECTION 8:

COST SAVINGS ANALYSIS

While the primary focus of Pretrial Services remains to ensure jail resources are reserved for those who truly pose a risk to public safety or flight, one cannot overlook the local monetary savings incurred and the intangible benefits to participants, such as the ability to return to their families and employment and participation in programming and services pre-sentence. Cost Savings is calculated by multiplying the *Total Days Supervised* by the daily per diem cost to house an inmate in an outside facility due to overcrowding or other issues such as COVID-19 and ongoing construction. Pretrial Juvenile Cost Savings is calculated using the average rate to house an individual in secure detention facility. The Cass County Sheriff has indicated that the daily per diem to house an inmate in 2021 was \$37.50 (the IDOC reimbursement rate), while the cost to house an inmate in outside facility if overcapacity was \$40.00 per day. The agreed average rate to detain a juvenile in a secure facility is \$200 per day.

It is important to highlight that this is a local diversion of savings. It is noted that we used the \$40 per diem since the Cass County Jail was over capacity for the entirety of 2021.

In 2019, Pretrial Services expanded its target population to include juvenile defendants that have been waived into adult court or are the result of direct files to divert costly detention expenses when appropriate and not a risk to public safety or flight. Juvenile participants also gain continued guidance through the adult criminal justice system and are offered programming and resources, such as access to our virtual peer recovery groups or high school equivalency program.

\$912,480

Cost Savings in 2021

The costs savings for 2021 is calculated by multiplying the total number of days adult clients were supervised by the \$40 daily per diem to house an inmate outside the jail and by multiplying the total number of days juvenile clients were supervised by the \$200 detention per diem.

22,684

Days Supervised in 2021

In 2021, the agency supervised 188 individual clients for a total of 22,684 days and for an average of 121 days per client.

88%

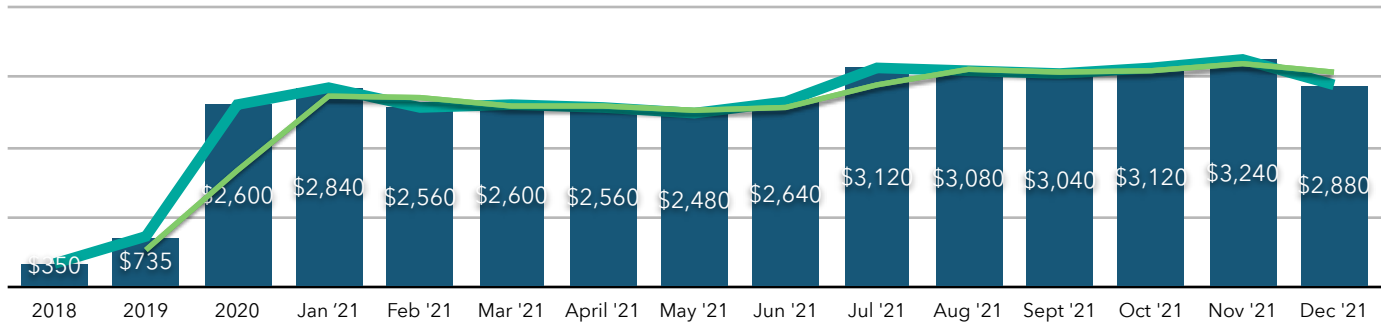
2021 Cost Savings Rate

The Cost Savings Rate is the percentage of the Total Cost Savings remaining after subtracting the Annual Operating Cost.

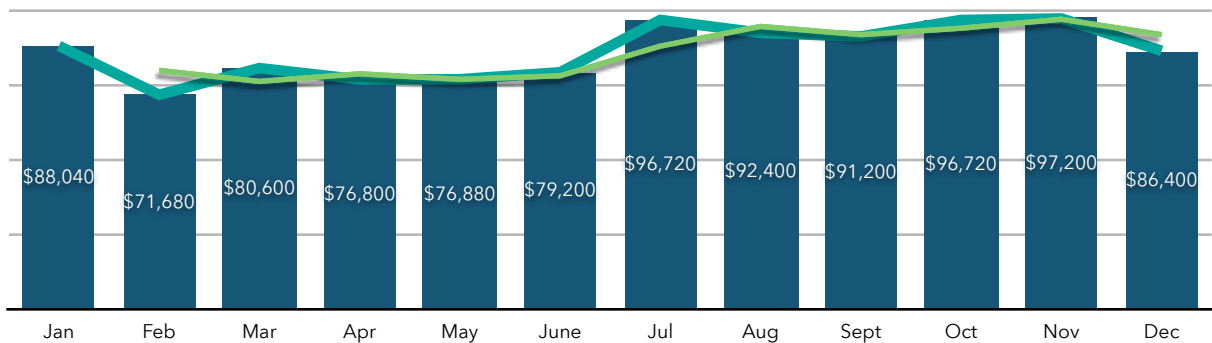
ANNUAL OPERATING COSTS VS. COST SAVINGS

	Annual Operating Costs	Cost Savings	Percent Savings
Total Operating Cost	\$112,969.66	\$912,480	88%

AVERAGE DAILY COST SAVINGS PROGRESSION



AVERAGE MONTHLY COST SAVINGS PROGRESSION



INTANGIBLES

In addition to saving incarceration expenses and reserving jail resources for truly high risk offenders, the benefits of pretrial supervision are many, including participants being able to return to their families and employment and participating in treatment and programming. The consequences of pretrial incarceration on low to moderate risk offenders goes beyond loss of employment. Research has shown that detaining defendants solely based on inability to make bond increases their likelihood to reoffend, misconduct and recidivism.

“Approximately 20% of Pretrial Services’ population in 2021 was comprised of clients with emergent health issues, including 2 high risk pregnancies, in addition to clients with intellectual disabilities, chronic health conditions and acute mental health issues.”

In addition, there are further economic savings to the county that data cannot fully capture. Before Pretrial Services, those who obtained an injury while incarcerated or had an acute medical condition, such as a high risk pregnancy or terminal illness, were medically released on their own recognizance, with no supervision or bond, as the Courts had no alternative course of action. Pretrial Services absorbs these clients into the program to allow defendants access to needed medical care and diverts potential financial liability from the county, upwards of \$25,000-\$30,000 per a case. Clients are able to obtain necessary medical treatment and aftercare while under supervision and without financially burdening the county or jeopardizing public safety.

SECTION 9:

2021 JAIL ANALYSIS SUMMARY

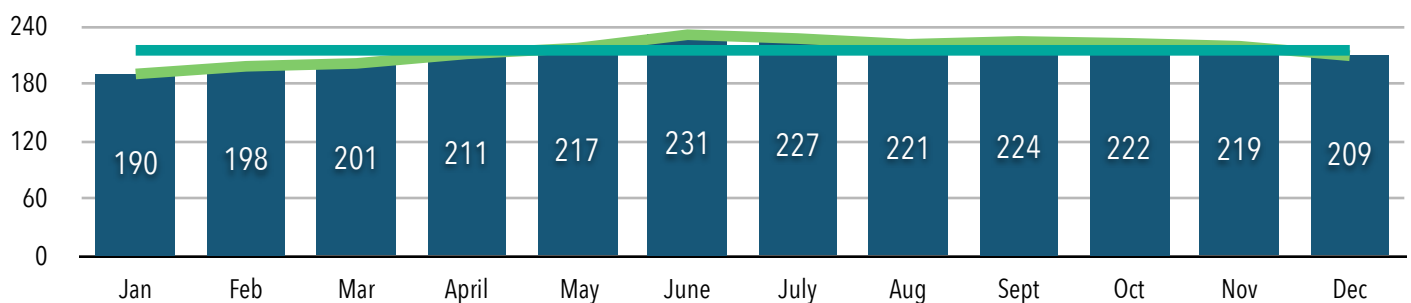
As part the of the sequential review process and to assist stakeholders in making evidence-based decision in both pretrial and post-convictions settings, Court and Pretrial Services produces monthly reports, taken as a "snapshot," analyzing the jail population to provide information on risk level, incarceration status, outside holds, etc. Below is a compilation of 2021's Data. To highlight, the average jail population in 2021, was 214 inmates, with a high of 231 inmates and low of 190 inmates. The jail was overcapacity for the entirety of 2021 and further analysis shows that the local jail housed an average of 13 inmates per a month in outside facilities.

2021 CASS COUNTY JAIL POPULATION STATISTICAL SUMMARY

Month	Total Population	Pretrial	Serving Sentence	Violations	Probation Violation	Bond Revocation	Failure to Appear	Percent w/ Outside Holds
January	190	30	52	63	55	20	32	12%
February	198	26	48	66	55	23	33	14%
March	201	30	59	55	46	34	19	11%
April	211	31	63	60	48	40	26	13%
May	217	31	62	63	58	36	22	12%
June	231	31	55	75	61	45	28	13%
July	227	35	45	80	68	44	26	12%
August	221	35	62	65	57	36	24	13%
September	224	37	56	71	62	36	23	15%
October	222	33	63	65	59	34	23	14%
November	219	34	61	65	58	30	26	13%
December	209	28	68	56	47	28	29	15%
Average	214.17	31.75	57.83	65.33	56.16	33.83	25.91	13%

*Data represents actual number of inmates.

2021 TOTAL MONTHLY JAIL POPULATION

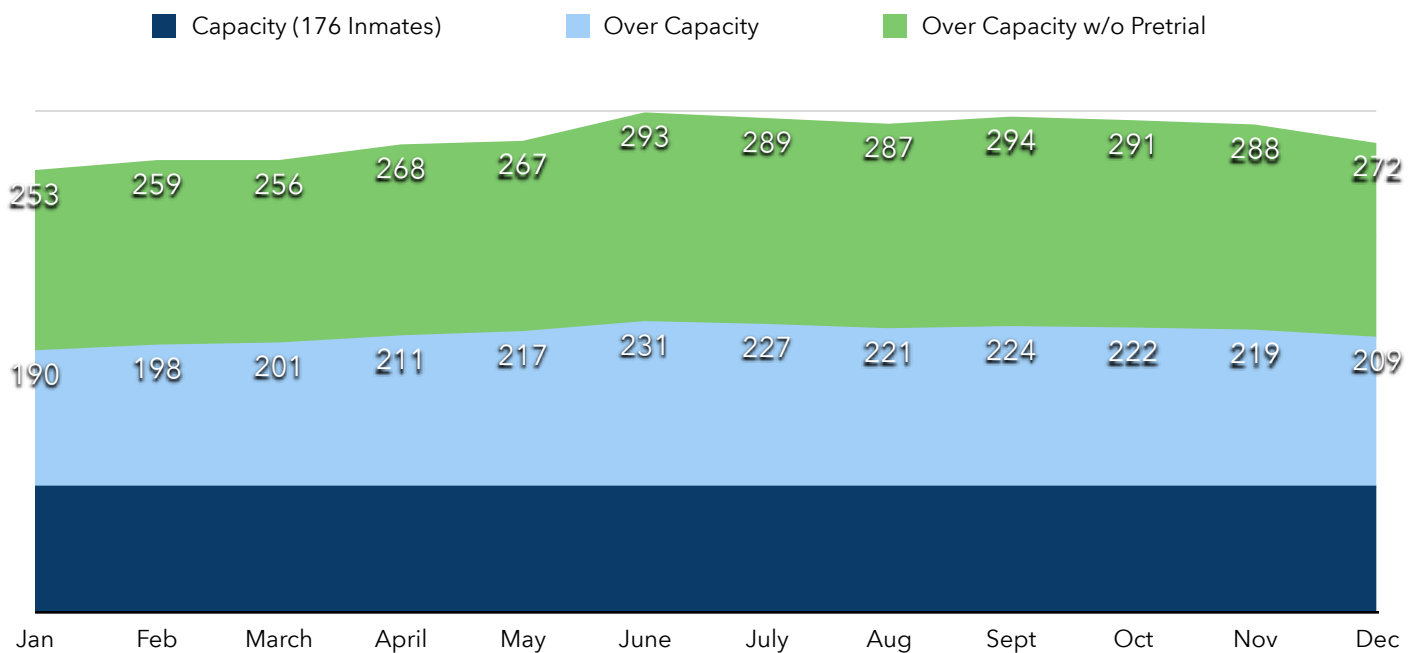
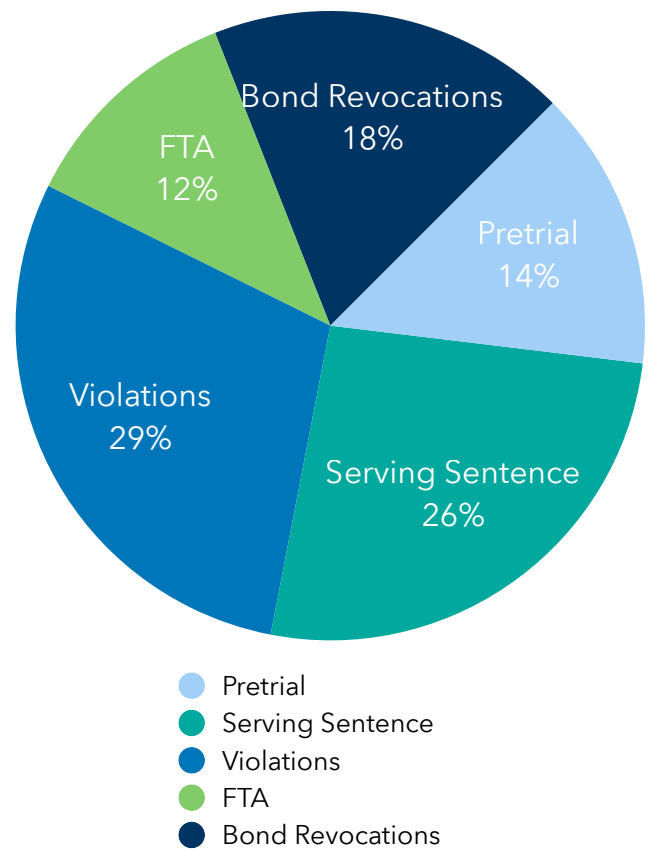


JAIL CAPACITY ANALYSIS

Month	Percent Overcapacity	Percent Overcapacity w/o Pretrial
January	8%	44%
February	13%	45%
March	8%	44%
April	20%	50%
May	23%	50%
June	32%	65%
July	30%	66%
August	25%	64%
September	27%	66%
October	26%	64%
November	23%	63%
December	19%	55%
Average	21.16%	56.33%

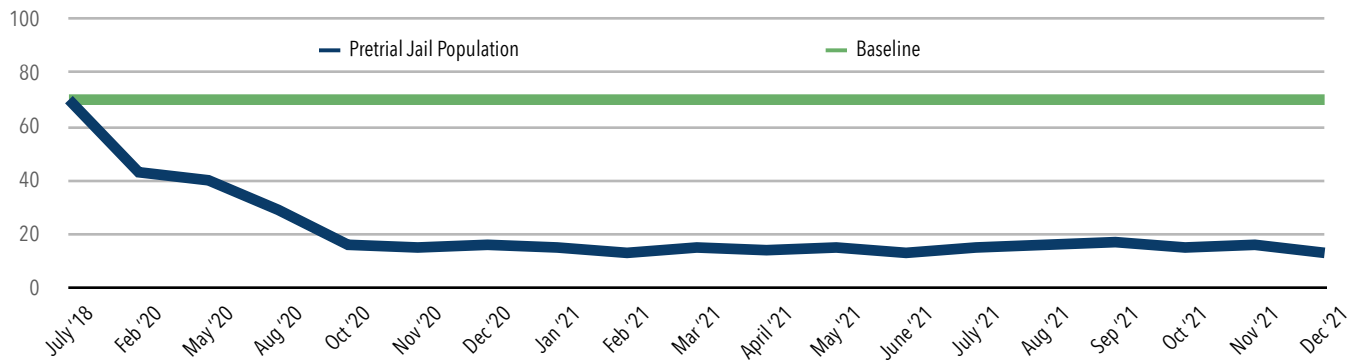
*Data represents percentage of total jail population. Per housing standards, the CCJ is overcapacity once the population exceeds 176 inmates.

AVERAGE JAIL POPULATION ANALYSIS



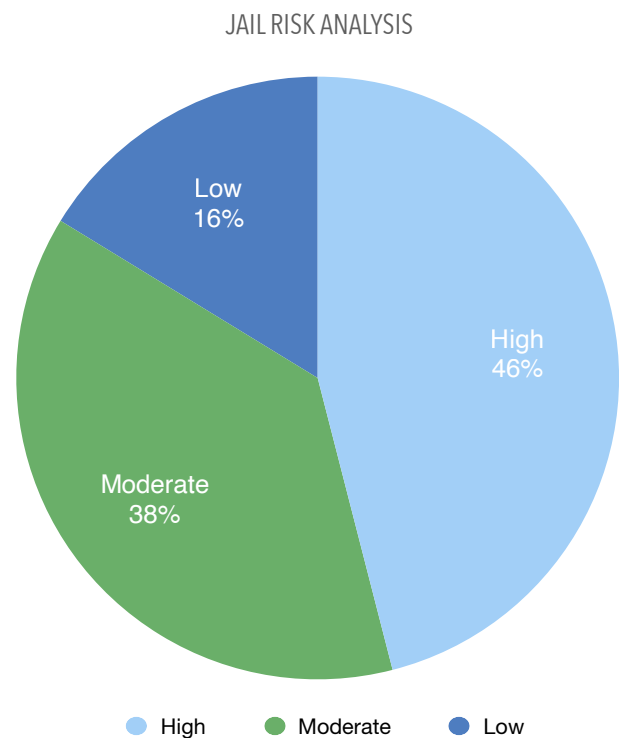
PRE-ADJUDICATION POPULATION REDUCTION

Before implementation of Pretrial Services in 2018, an analysis of the Cass County Jail revealed that the average daily population was 46% overcapacity and that 70% of those incarcerated were classified as Pre-adjudication/Pretrial, i.e. awaiting trial. The below analysis shows that Pretrial Services reduced the pre-adjudication population in the jail by 63% in 2020 and since program launch in 2018, Pretrial Services has reduced the jail population by a total of 80%. Before implementation, 70% of inmates were awaiting trial. As of December 2021, only 13% of inmates were awaiting trial and/or had a hold that prevents release. As seen in the risk analysis below, the jail inmate population now primarily consists of those who have been identified as high risk and a danger to the community. Pretrial Services continues to strive to reserve jail resources for those who truly are a risk to public safety, while safely expediting the release of those who are low risk. In 2021, the agency lowered the low risk population in the jail by 4%.



JAIL RISK ANALYSIS

Month	High	Moderate	Low
January	71	60	20
February	67	62	19
March	57	66	19
April	72	76	27
May	78	68	23
June	75	67	30
July	74	57	31
August	76	56	54
September	78	56	31
October	81	52	37
November	77	51	31
December	79	55	21
Average	73.75	60.5	26.1



*Data represents actual number of inmates & includes the results of the IRAS-PAT, IRAS-CST, IRAS-CSST, & IRAS-SRT from all state agencies.

SECTION 10:

POPULATION & DEMOGRAPHIC STATISTICS

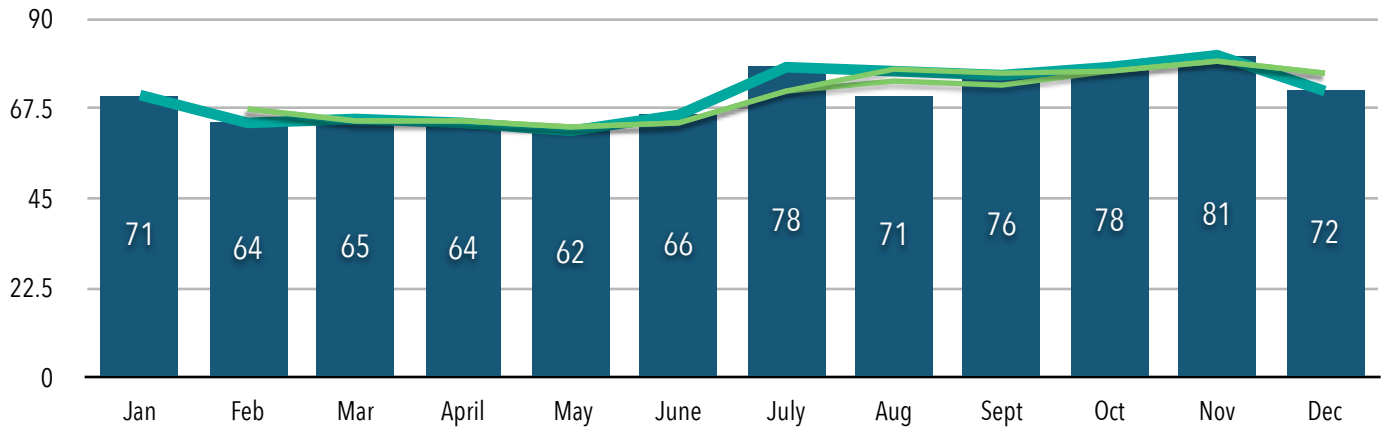
As illustrated below, Cass County Pretrial Services saw a 38% increase in clients served in 2021, serving a total of 188 clients. The agency also passed the milestone of enrolling it's 300th client in the program in December of 2021. One should also note the sustained increase in those clients being supervised on felony-charged offenses and with the condition of electronic monitoring, which increases the supervision caseloads of both the Director and Case Manager. Due to expansion of the target population, the agency is able to report statistics on the new components of those supervised with pending probation violations, mental health adjudications, out-of-county transfers, and those with special conditions of bond. The agency closed the year with 63 clients on active supervision that will continue on into 2022.

TOTAL NUMBER OF CLIENTS ON SUPERVISION THREE & HALF YEAR TREND

	FY19	FY19EXT (6 mth period)	CY2020	CY2021	Percent Change
Total Individual Participants Served*	42	50	136	188	38.23%
Adult High-Level Felonies	7	9	20	30	50%
Adult Level 6 Felonies	16	21	60	69	15%
Adult Misdemeanors	20	23	79	96	21.51%
Electronic Monitoring	3	4	8	34	325%
Juveniles	2	3	3	1	-66.66%
Miscellaneous Causes	-	-	-	7	-
Probation Violations	-	-	-	4	-
Mental Health Adjudications	-	-	-	2	-
Transfers	-	-	-	12	-
Special Conditions of Bond	-	-	-	19	-
New Clients	42	32	128	125	-2.84
Retained/Active at End of Year	19	25	64	63	-1.56

*Due to clients having multiples sentences and/or cases, i.e. supervision terms, total number served exceeds client population.

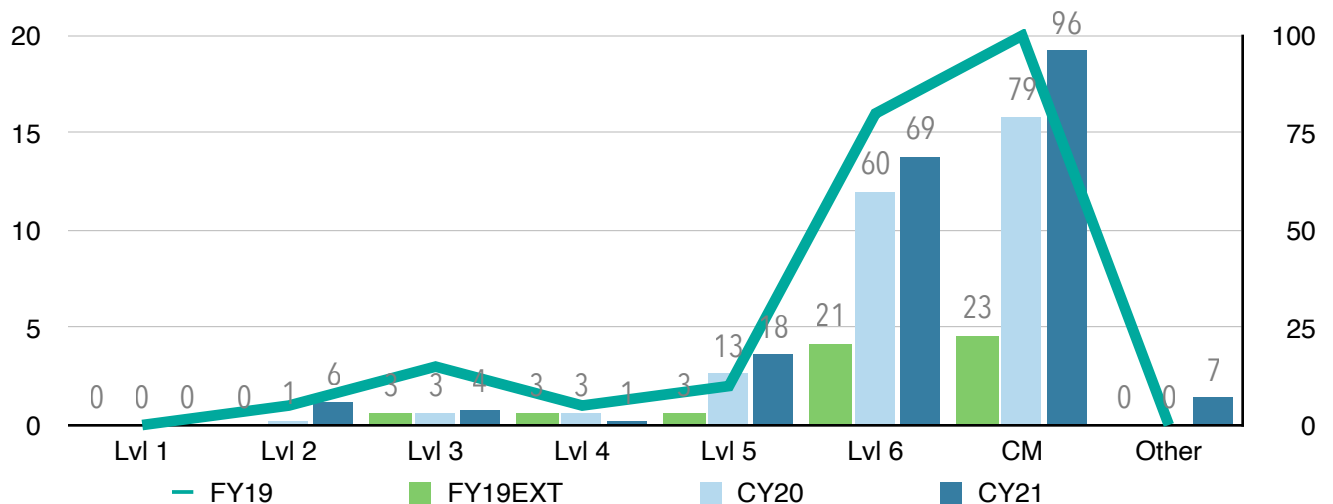
MONTHLY CLIENTS SERVED 12 MONTH TREND ANALYSIS



PARTICIPANTS SERVED BY OFFENSE LEVEL 4.5 YEAR TREND

	FY19	FY19EXT	CY20	CY21	CY2021 Percentage
Total Level 1 Felonies	0	0	0	0	0%
Total Level 2 Felonies	1	0	1	6	2.97%
Total Level 3 Felonies	3	3	3	4	1.98%
Total Level 4 Felonies	1	3	3	1	0.495%
Total Level 5 Felonies	2	3	13	18	8.91%
Total Level 6 Felonies	16	21	60	69	34.16%
Total Misdemeanors	20	23	79	96	47.52%
Total Other	0	0	0	7	3.47%
Total Individual Cases	43	53	159	202	100%

*Due to clients being supervised with concurrent cases, total number served exceeds client population.



SEX BY RACE FOR AGENCY

	White	Asian	Black	Unknown	Other	Mixed Race	Total	Percent of Demographic by Gender
Females	39	1	0	1	5	3	49	26%
Males	105	2	12	2	18	0	139	74%
Total	144	3	12	3	23	3	188	100%

AGE BY GENDER FOR AGENCY

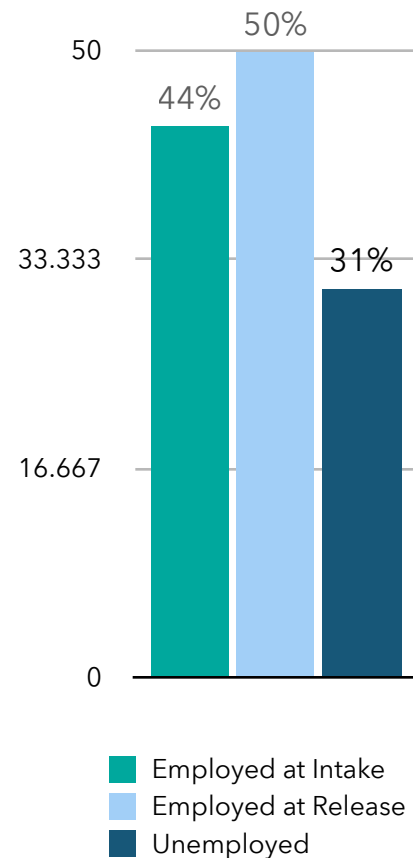
	Under 21	21-30	31-40	41-50	51-60	61-70	Over 70
Females	3	14	20	5	6	1	0
Males	14	34	48	23	12	6	2
Total	17	48	68	28	18	7	2
Percentage	9.04%	25.53%	36.17%	14.89%	9.57%	3.72%	1.06%

*Totals may be more than individual component totals due to this analysis measuring cases, i.e clients supervised with concurrent cases, vs. unique offenders.

EMPLOYMENT ANALYSIS

Employment at the time of release indicates a form of stability and if clients are not employed, the agency makes referrals to WorkOne and Staffing Resources in efforts to assist clients in obtaining employment. It is noted that obtaining employment is never a condition of release per best practices. Analysis shows an 15% increase in employment at the time of completion versus intake, as illustrated in the chart to the left. Further, 1% of clients reported being retired, 11% disabled, while 2% were students.

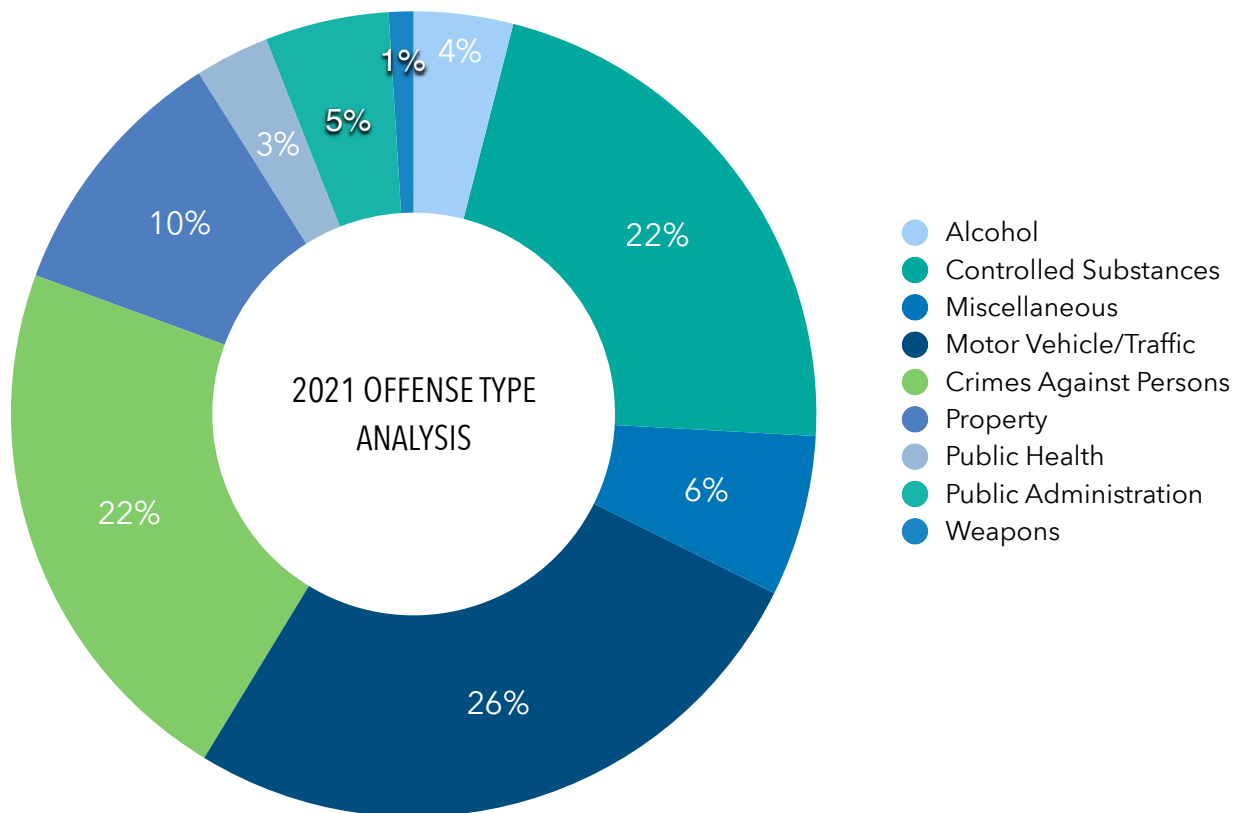
	2021	Percentage
Employed at Intake	82	44%
Employed at Release	94	50%
Unemployed	58	31%
Disabled	20	11%
Retired	2	1%
Students	4	2%



2021 OFFENSE TYPE ANALYSIS

Offense Type	Total Charged Offenses	Percentage
Alcohol	8	4%
Controlled Substances	44	22%
Miscellaneous	13	6%
Motor Vehicle/Traffic	53	26%
Crimes Against Persons	44	22%
Property	21	10%
Public Health	6	3%
Public Administration	10	5%
Weapons	2	1%

*Due to clients having multiples sentences and/or cases, i.e. supervision terms, total number served exceeds client population.



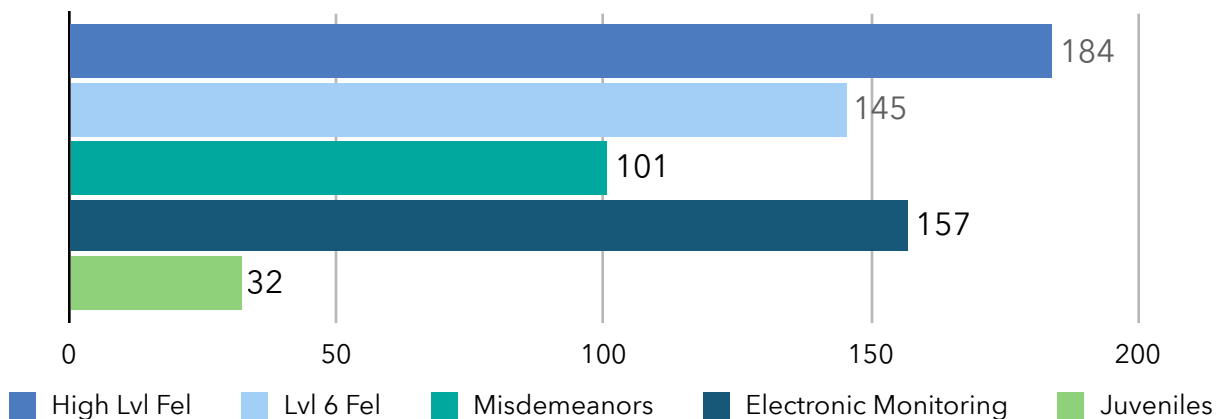
2021 TOTAL NUMBER OF DAYS SUPERVISED

Total Individual Participants Served*	188
Total Days Served*	22,684
Adult High-Level Felonies	5,522
Adult Level 6 Felonies	10,024
Adult Misdemeanors	9,678
Electronic Monitoring	5,344
Other Case Types (Miscellaneous Causes)	23
Juveniles	32

2021 AVERAGE LENGTH OF SUPERVISION

Total Individual Participants Served*	188
Average Length of Stay - All Offense Levels*	120.65
Adult High-Level Felonies	184.06
Adult Level 6 Felonies	145.27
Adult Misdemeanors	100.81
Electronic Monitoring	157.18
Other Case Types (Miscellaneous Causes)	3.29
Juveniles	32

*This measurement is also known as the average length of stay and measures the average time period a client is under the supervision of Pretrial Services.



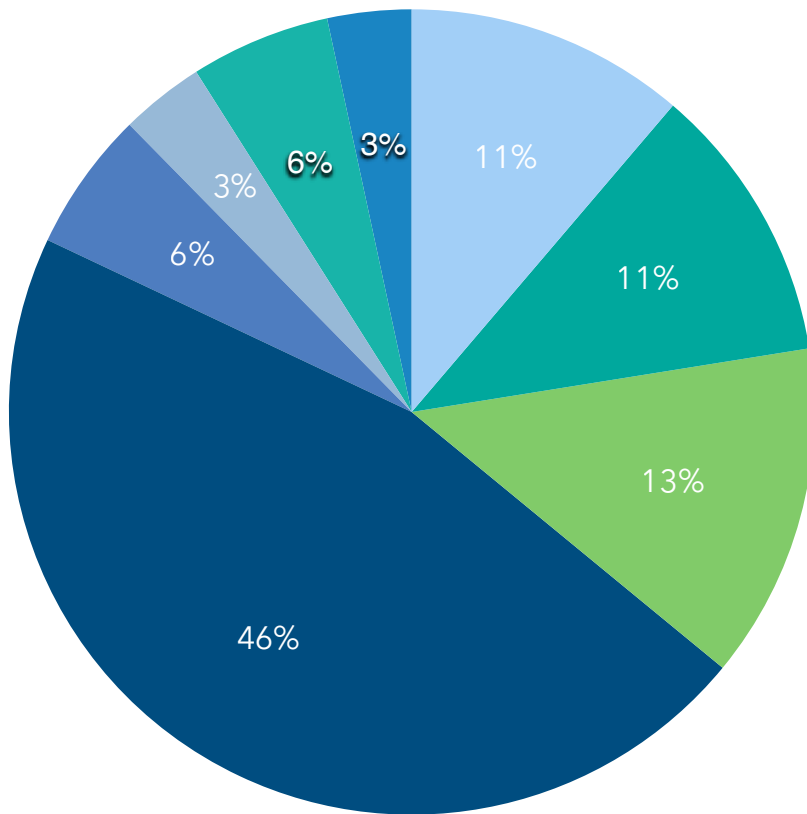
SENTENCING OUTCOMES

Analyzing sentencing outcomes of those on pretrial supervision not only aids in using data to monitor local sentencing disparities caused by pretrial incarceration, such as entering a guilty plea solely as a means to exit jail, but also as an agency has allowed us to identify a continued trend in diverting post-conviction sentences from incarceration in the local county jail or IDOC.

In 2021, of those who successfully completed pretrial release 13% had their case dismissed, 11%

entered into a pretrial diversion agreement, 46% were sentenced to a term of probation, 6% were sentenced to a term of community corrections, 3% were given an executed sentence and 11% were sentenced to fines and/or time served.

Of those in this population sentenced to an executed term, two were sentenced to the Indiana Department of Corrections and 1 was sentenced to a term in the Cass County Jail. Additionally, 6% of client's cases resulted in no charges being filed.



- Time Served
- Acquitted
- Probation
- Executed Time
- Other Closure
- Pretrial Diversion
- Dismissed
- Community Corrections
- No Charges Filed

Outcome Type	Total
Acquitted	0
Dismissed	12
Pretrial Diversion	10
Probation	41
Community Corrections	5
Executed Time	3
Fine/Time Served	10
No Charges Filed	5
Other Closure	3

SECTION 11:

RISK ANALYSIS

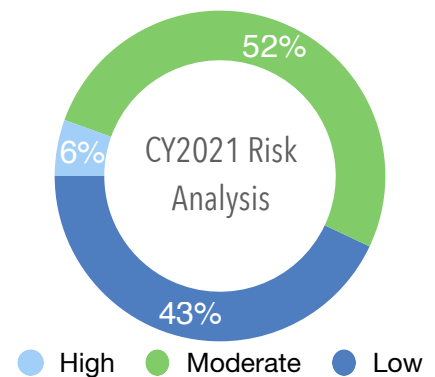
Pretrial Services uses the IRAS-PAT, Indiana Risk Assessment Pretrial Assessment Tool, as its primary means of measuring an arrestee's risk of reoffending and failing to appear. The IRAS-PAT measures factors such as criminal history, employment, residential stability, and substance abuse. Using the identified risk level and county supervision and release matrix, clients are placed at a level of supervision that correlates with their risk and that is tailored to ensure public safety, while protecting the presumption of innocence. Both the Judicial Officer and Pretrial Director have the right to override risk and supervision if believed to be in the best interest of community safety.

TOTAL IRAS-PATS ADMINISTERED THREE YEAR TREND

	FY19	FY19EXT	CY20	CY2021
Total	192	145	258	266

Participant Risk Analysis

	FY19	FY19EXT	CY20	CY21	Percentage
High	2	2	13	11	6%
Moderate	31	38	98	103	52%
Low	9	13	49	86	43%
Total	43	53	159	200	100%



HIGH RISK

10% Reoffend, 0% FTA
30% Violate

MODERATE RISK

12% Reoffend, 5% FTA
21% Violate

LOW RISK

7% Reoffend, 2% FTA
14% Violate

Data collected from the completion and violation rates and analysis of the violation type and frequency helps us predict the projected success rate of each risk level, along with how they are most likely to potentially violate pretrial supervision. This data is unique to the offenders in our county and allows us to tailor supervision strategies and make targeted referrals to services in attempts to best offset and prevent these risks upon initial release. Data is based on the actual success and failure rates from clients in our community. Our belief is that by identifying the greatest risks most prevalent in our county, we can make recommendations and draft supervision plans that truly promote public safety and honor our community values.

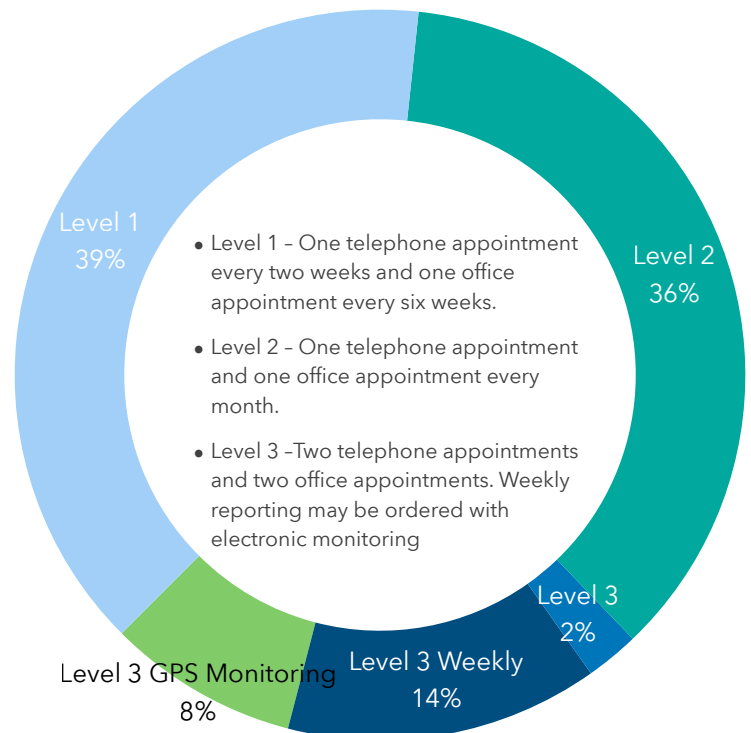
EXPANSION OF RISK ASSESSMENTS TO BETTER IDENTIFY MENTAL HEALTH NEEDS

Pretrial Services may utilize other risk assessments in addition to the IRAS-PAT, including the Ontario Domestic Assault Risk Assessment (ODARA) and the Columbia Suicide Severity Rating Scale (CSSRS). In September of 2021, Court Services begin screening all inmates booked in the jail using the Brief Jail Mental Health Screener (BJMHS). As an agency we believe that early identification of mental illness assists in making targeted referrals to local mental health providers and work to expedite the release of those with mental illness, intellectual/developmental disabilities and physical/medical conditions when appropriate, including coordinating placement in group homes/treatment facilities. Even if release is not appropriate, we assist in connecting inmates with mental health providers who provide services in the local jail. This coming year we are also adding the PHQ-9 and GAD-7 to our range of utilized assessments. In 2021 we administered 123 BJMH Screeners. Below are metrics generated from the results:



SUPERVISION ANALYSIS

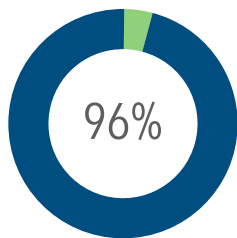
Pretrial Services has three primary supervision levels that consider the client's IRAS-PAT risk level and score, identified needs, collateral information, danger to the community and/or themselves and the nature of instant offense. Low risk defendants are supervised at Level 1, moderate at Level 2, and high at Level 3, unless Pretrial Services identifies a risk factor where increased supervision would be appropriate despite such as current illegal substance use or an instant offense that requires higher supervision, such as weekly reporting and GPS electronic monitoring to ensure victim and public safety. To the right is a summary of the supervision statistics for 2021. It should be noted that a client may also be supervised at a higher level if he has a need that requires more contact, such as an intellectual disability and that levels can be customized with special conditions to best ensure public safety.



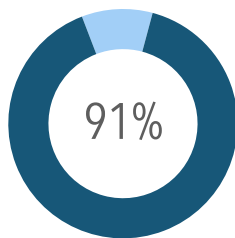
SECTION 12:

PERFORMANCE MEASURES

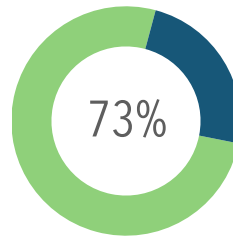
The Indiana Office of Court Services' Pretrial Committee, the National Institute of Corrections, in Measuring What Matters, and NAPSA have defined standard performance metrics that should be measured by a pretrial services agency. These, in addition to locally requested benchmarks are reported below.



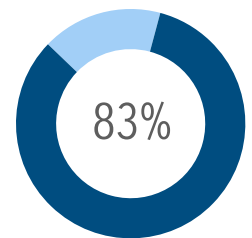
Appearance Rate:
the percentage of defendants who attended all court hearings during their pretrial period



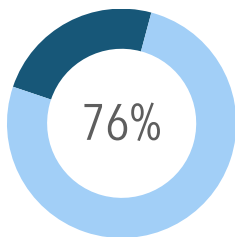
Safety Rate:
the percentage of defendants who were not charged with a new offense, both misdemeanor and felony, during their pretrial period



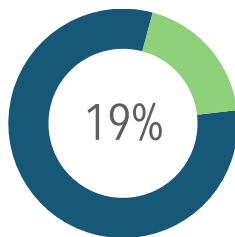
Completion Rate:
the percentage of defendants who remained under supervision until disposition of their case



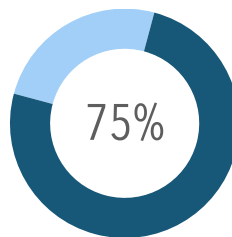
Retention Rate:
the percentage of defendants under active supervision and in good standing, i.e. no violation, added to those who successfully completed in 2021



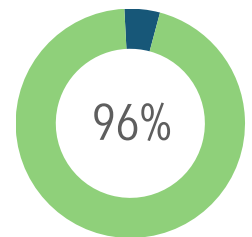
Success Rate:
the percentage of defendants who have not received a violation, FTA, or new offense while under supervision



Violation Rate:
the percentage of defendants who received a violation that was filed with the court; pending violations are included in calculations



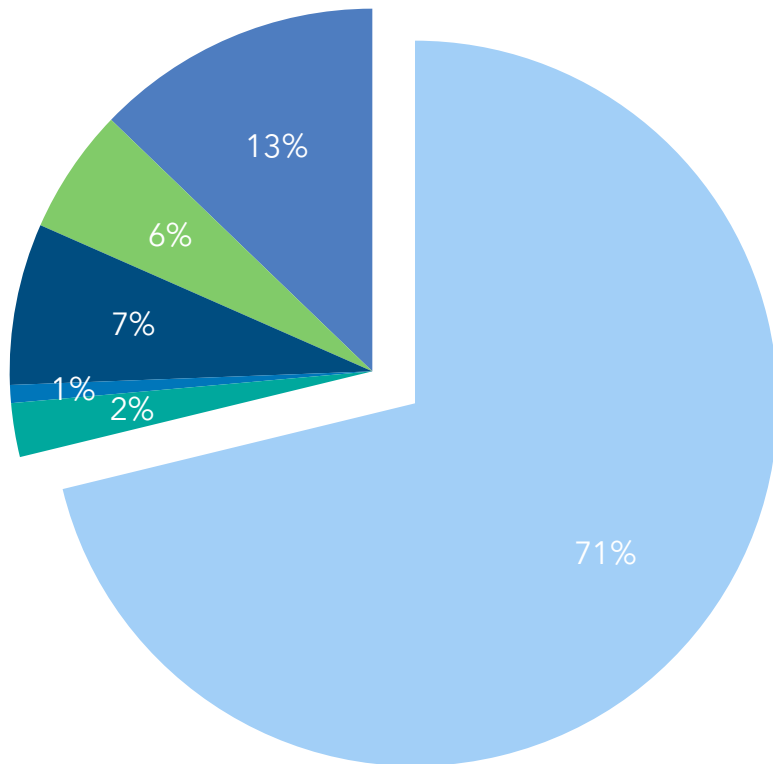
Supervision Concurrence Rate:
the percentage of defendants supervised at a level that matches their assessed risk & corresponding supervision level per county matrix



Release Decision Concurrence Rate:
the percentage of Court Decisions consistent with Pretrial Services' Recommendation

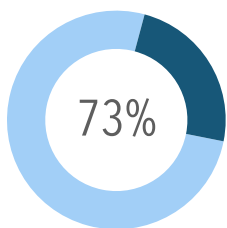
2021 COMPLETION ANALYSIS

Below are the agency's completion statistics for 2021, including those who started supervision in previous reporting periods, but completed supervision in 2021. It should be highlighted that the program has seen a 16% increase in the overall Completion Rate from last year. This is largely attributed to the increase use of administrative sanctions and referrals to counseling. Without random drug screening, the projected Completion Rate would be 82%. It is also important to highlight the agency's Retention Rate of 83% in relation to the completion rate, which include those under active supervision and in good standing at the close of the reporting period.

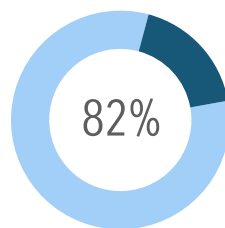


Completion Type	Total
Successfully Completed	89
Completed w/ FTA or Violation	3
Terminated-FTA	9
Terminated- New Offense	7
Terminated- Technical Violation	16
Other	1

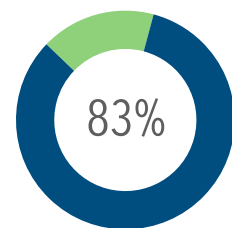
- Successfully Completed
- Completed w/FTA or Violation
- Other Closure
- Terminated Due to FTA
- Terminated Due to New Offense
- Terminated Due to Technical Violation



Completion Rate: the percentage of defendants who remain under supervision until disposition



Projected Completion Rate w/o Drug Screens: the percentage of defendants who would have completed supervision w/o special condition of random drug screening

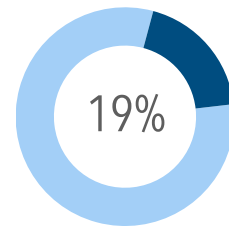
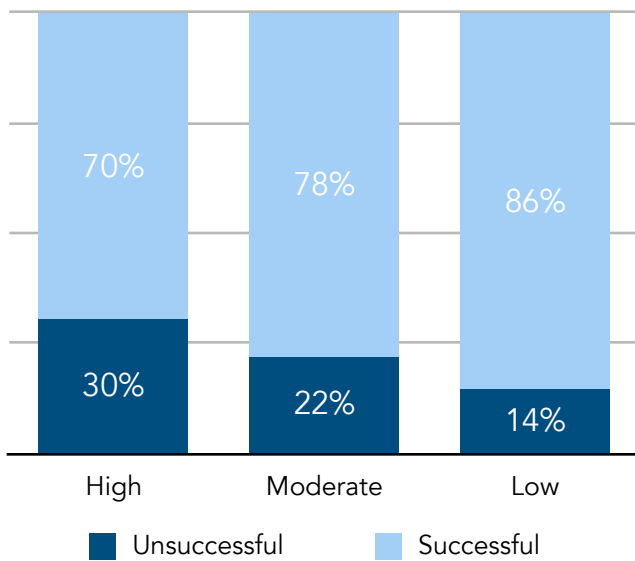


Retention Rate: the percentage of defendants under active supervision added to those who successfully completed in 2021

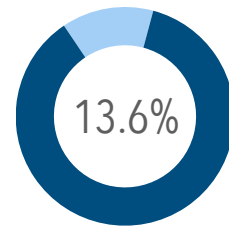
VIOLATION ANALYSIS

Approximately 71% of clients who violated the terms and conditions of pretrial release, violated for a technical violation related to a failed drug screen. It should be noted, that it is not standard practice for pretrial programs to drug screen their participants when comparing Cass County's metrics to other counties and that per Indiana Pretrial Rules, it must be a special condition of release. The Cass County Judiciary and Pretrial Services believes that continued monitoring of participants' substance use is in the best interest of both the community and clients. However, when appropriate, the director will consider an administrative sanction for a failed drug screen for THC, that includes an increase in supervision level with referral to substance abuse counseling. In 2021, 9% of defendants committed or were charged with a new offense while on pretrial release. It should be noted that since program launch only 4% of those released on pretrial supervision have committed a felony.

VIOLATIONS BY RISK LEVEL

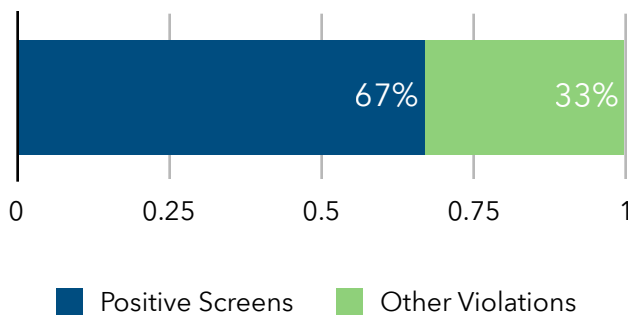


Violation Rate: With Screens



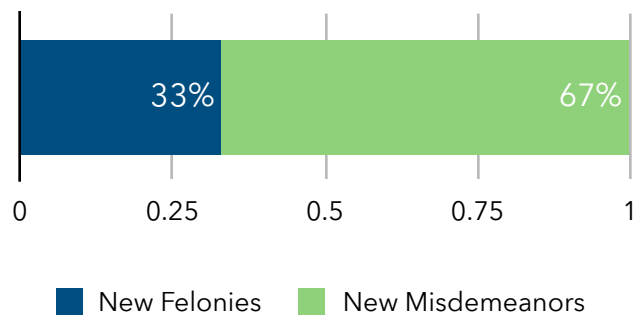
Violation Rate: Without Screens

VIOLATION TYPE ANALYSIS



Analysis is of the those who violated the terms of the program; not the entire pretrial population.

NEW OFFENSE ANALYSIS

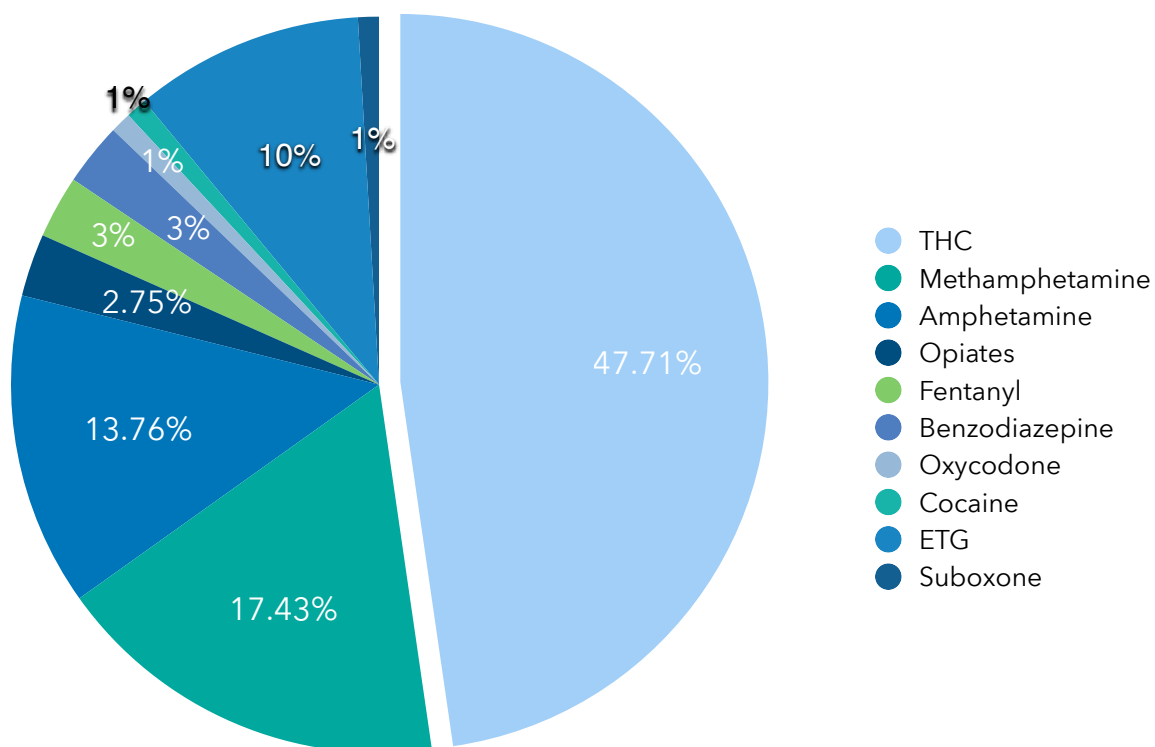


Analysis is of the those who committed a new offense; not the entire pretrial population.

DRUG SCREEN ANALYSIS

Illegal Drug	Percent Positive
Marijuana/TCH	47.71%
Methamphetamine	17.43%
Amphetamine	13.76%
Opiates	2.75%
Fentanyl	2.75%
Benzodiazepine	2.75%
Oxycodone	0.92%
Cocaine	0.92%
ETG	10.09%
Suboxone	0.92%

POSITIVE SCREENS BY DRUG



SECTION 13:

EVIDENCE-BASED PRACTICES

Cass County Court & Pretrial Services is founded upon the eight principles of intervention as outlined below and has incorporated pretrial research into our daily operations as further detailed in our Policy and Procedure Manual.

Assess Actuarial Risk/Needs:

We believe in the need to maintain an ongoing system of risk screening and needs assessment and that said assessments are most reliable when staff is formally trained.

- Cass County Court & Pretrial Services utilizes the IRAS-PAT as the primary means to determine an arrestee's eligibility for potential participation in the program and risk level. Said risk level is also utilized to place clients at a supervision level that correlates with identified needs to best ensure court appearance and reduce risk of re-offending.
- The Court & Pretrial Services Director is certified to administer the IRAS-PAT by the Indiana Office of Court Services and participates in IRAS Intra-rater refresher training. The Pretrial Services Case Manager is in the process of obtaining certification to administer the IRAS-PAT from IOCS.
- IRAS-PAT results are documented in INCite within 24 hours of administration. Cass County Pretrial Services ensures compliance with confidentiality standards put in place by the Indiana Office of Court Services.
- The Court & Pretrial Services Director is certified to administer the Ontario Domestic Assault Risk Assessment (ODARA.) Results of the ODARA Risk Assessment are provided as a supplemental tool on a Pretrial Recommendation at the request of the Judicial Officer or Prosecutor on defendants charged with a domestic violence offense.

Further detailed in CCCPS PPM Section 15

Enhance Intrinsic Motivation:

We believe that staff should communicate with clients in a responsive and constructive manner.

- The Court & Pretrial Services Director has participated in training in Motivational Interviewing Techniques through the National Institute of Corrections.
- Cass County Court & Pretrial Services uses motivational interviewing and other effective communication techniques to encourage pretrial release participants to voluntarily seek treatment during the pretrial period, but the primary of focus of supervision is to enhance a client's intrinsic motivation to ensure court appearance, reduce the risk of reoffending and promote compliance with pretrial terms and conditions.

Further detailed in CCCPS PPM Section 12

Target Interventions:

We believe that the staff should target interventions by prioritizing supervision and treatment resources for higher risk clients; target interventions to criminogenic needs; be responsive to temperament, learning style, motivation, gender, and culture when assigning programs.

- When drafting proposed conditions, Cass County Court & Pretrial Services outlines the least constrictive conditions that ensure public safety and court appearance. A greater dosage of communication is required for higher risk clients versus lower risk clients in accordance with the Risk Principle. Needs uncovered in the pretrial interview are prioritized and combined with the resulting risk level to ensure that the appropriate dosage of supervision is given to each client and to help target needs that pose the greatest risk to the community, court appearance, and the client.

Further detailed in CCCPS PPM Section 18

Skill Train with Directed Practice:

We believe that, in order to be effective, the department has to provide evidence-based programming that emphasizes cognitive behavioral strategies and is devolved by trained facilitators.

- While programming cannot be made a condition of release to protect the presumption of innocence, Cass County Court & Pretrial Services uses motivational interviewing and other EBP techniques to encourage pretrial release participants to voluntarily seek treatment during the pretrial period, but the primary focus of supervision remains ensuring court appearance and reducing the risk of reoffending. CCCPS utilizes Cass Pulaski Community Corrections' range of cognitive behavioral programming and has access to services provided by Four County Counseling and Snyder Counseling, who offer mental health & drug/alcohol services. CCCPS collaborates with the Cass/Pulaski Community Corrections Therapist and Four County Criminal Justice Liaison to connect clients with virtual peer support recovery groups, counseling, virtual services, recovery coaching and IOP.

- Cass County Court & Pretrial Services ensures that at all referrals are made to programs and agencies that are administered and facilitated by a certified trainer and inspected for their effectiveness and adherence to evidence-based practices.

Further detailed in CCCPS PPM Section 12

Increase Positive Reinforcement:

We believe that, when learning new skills and making behavioral changes, most people respond better and maintain learned behaviors longer when provided with positive reinforcement.

- Pretrial Services practices positive reinforcement by rewarding clients in good standing primarily by the means of verbal praise and positive feedback, decreased reporting, travel pass approval, positive progress report filed with the Court and reduction of supervision level or reporting requirements when appropriate.

- This practice is monitored by client satisfaction surveys.

Further detailed in CCCPS PPM Section 19

Engage Ongoing Support in Natural Communities:

We believe that clients are best served when they actively engage in pro-social support in their community.

- While participation in pro-social and community-based peer recovery programs cannot be made a condition of release to protect the presumption of innocence, information about community resources and programs, such as Celebrate Recovery, AA/NA and employment agencies are provided to clients if believed to enhance their compliance and public safety.

Further detailed in CCCPS PPM Section 12

Measure Relevant Processes/Practices:

We believe that accurate and detailed documentation of case information, along with a formal and valid mechanism for measuring outcomes, is the foundation of evidence-based practices.

- Cass County Court & Pretrial Services collaborates with Cass/Pulaski Community Corrections by chairing their existing Quality Assurance Committee.
- Performance metrics are examined, in addition to an audit of the accuracy of client's information in SRS, Pretrial Services' case management system. To further ensure compliance with EBP, supervision concurrence, contact frequency and the results of the electronic client exit surveys are reviewed. Referred resources are audited to verify if they correlate with identified needs and risk level. Monthly and quarterly reports are submitted to the Pretrial Services Stakeholder Team, CPCC Advisory Board and IDOC.

Further detailed in CCCPS PPM Section 22

Provide Measurement Feedback:

We believe that a multi-layer quality assurance system is essential to monitor the delivery of services and maintain fidelity and reliability.

- Pretrial Services calculates and monitors the following metrics using both the measures approved by the Pretrial Services Committee and the additional metrics defined below to ensure adherence to EBP and aid in further development of policy and procedure:
 - o Appearance Rate
 - o Safety Rate
 - o Success Rate
 - o Violation Rate
 - o Completion Rate
 - o Average Length of Stay
 - o Supervision & Release Decision Concurrence Rate
- Pretrial Services also collects and measures data on projected saved incarceration expenses, diverted juvenile detention expenses, sentencing outcomes, recidivism and population demographics. All performance metrics are all also monitored by risk level.
- Pretrial Services gathers the results of said metrics and analyses information from the quality assurance reports to present applicable information to staff, clients, the Judiciary, Pretrial Policy Stakeholder Team and Advisory Board and annually examines the effectiveness of programming and practices.

Further detailed in CCCPS PPM Section 12 and 22

- Pretrial Services analyzes the jail population and cross references data with Odyssey to provide current information to stakeholders on offenders' risk level, bond, pretrial/incarceration status, offense type, holds, etc. Information is shared with Community Corrections, Probation and the Advisory Board to assist our local Criminal Justice System in making evidence-based release/detention decisions in both pretrial and post-conviction settings. Pretrial Services utilizes said analysis as its sequential review process to identify defendants who remain in detention past the point at which release was expected to have occurred.

Further detailed in CCCPS PPM Section 12 and 22

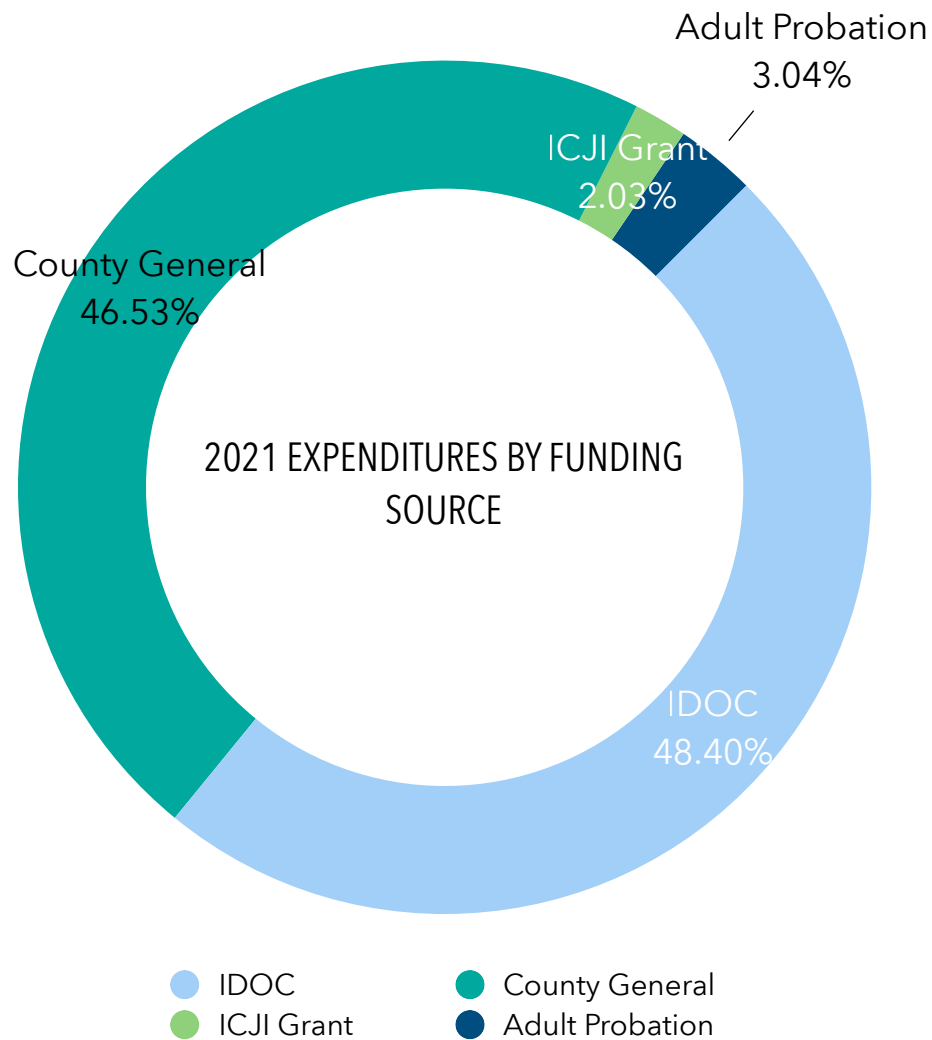
SECTION 14:

FINANCIAL OVERVIEW

The annual operating costs represent the actual funds spent to operate Cass County Court & Pretrial Services. It should be noted that Adult Probation expenses covered the Director's health insurance, while the agency was still under the umbrella of adult probation and that the County General Funds expensed in 2021, included a portion of the Director's salary and fringe and the Case Manager's full-time salary and fringe for April-December 2021 and does not represent a full year's budget. The IDOC requires that any grant funding not used in a calendar year is to be returned unless approved for another qualifying expense. Due to health insurance being paid in advance by Adult Probation, grant funds were returned. This is not projected to reoccur in future fiscal grant cycles. As illustrated by the chart below and the CY2022 Projected Budget, the agency's expenditures primarily consist of personnel costs and are comprised of several different funding sources including: the Indiana Department of Corrections, Cass County General Fund, ICJI Grant (2020-2021 Only), Cass County Adult Probation (2018-2021 Only), and the Indiana Office of Court Services Grant (2022).

FUNDING SOURCE AND BUDGET SUMMARY THREE YEAR TREND

	FY19	FY19EXT	CY20	CY21
Total Clients Served	42	50	136	188
<i>Grant Funding</i>				
IDOC Grant Funds	\$56,872	\$28,436	\$59,715.80	\$59,716.00
ICJI Grant Funds	\$0	\$0	\$1,063.67	\$2,294.99
Total Grant Funding Received	\$56,872	\$28,436	\$60,779.47	\$62,010.99
IDOC Grants Returned (Carryover)	\$0	\$5643.35	\$3,226.43	\$5,043.25
<i>Local Funding</i>				
Adult Probation Budget (Funding Ended March 31st of 2021)	\$0	\$0	\$4,906	\$3,435.00
County General Funds	-	-	-	\$52,566.92
<i>Total Expenditures</i>				
Total Expenditure	\$51,081.85	\$28,582	\$62,459.04	\$112,969.66
Percent Grant Funded	100%	100%	92%	50.43%
Percent County Funded	0%	0%	8%	46.53%



CY2022 BUDGET

	IDOC Grant	IOCS Grant	County General	Total
100 Series: Personnel	\$59,618.00	-	\$79,496.00	\$139,114.00
200 Series: Supplies	-	-	\$4,500.00	\$4,500.00
300 Series: Professional Services	\$98.00	\$15,000.00	\$3,900.00	\$18,998.00
400 Series: Capital	-	-	\$1,600.00	\$1,600.00
Total Budget	\$59,716.00	\$15,000.00	\$84,496.00	\$164,212.00

FEE SCHEDULE

Pretrial Release Participants are only required to pay the cost of drug screens administered during their pretrial supervision and the cost of GPS Monitoring, if they are found to be guilty of the alleged offense for which they were released. Said costs are assessed as a judgment at the end of their case and ability/inability to pay is not a factor in determining their participation in the program.

The cost for Pretrial Release GPS Monitoring is \$3 per a day, as outlined in the Cass/Pulaski Community Corrections User Fee Schedule. It is noted that this fee was reduced from \$7 in November 2021, due to Pretrial Services providing their own case management and now, installing GPS monitoring units and providing 90% of GPS support independently. In 2021, 34 participants were supervised with electronic monitoring for a total of 5,394 days, at a cost of \$16,032 in judgements payable to Cass/Pulaski Community Corrections. If not paid, CPCC, considers it a contribution in kind to the program. It is again highlighted that Cass County Pretrial Services saw a 325% increase in clients supervised with the special condition of electronic monitoring, which can be correlated to the increase in clients charged with high level felonies or crimes against persons.

PROGRAM PER DIEM

Pretrial uses the following formula to calculate the estimated average cost to supervise a participant:

$\$112,969.66 \text{ Total Yearly Expenditure} / 365 \text{ Days Per Year} / 72 \text{ Average Participants Per Day} =$

$\$4.29 \text{ Average Cost Per Participant Per Day of Supervision vs. the } \$40 \text{ daily per diem to house an inmate in the local jail or the } \$200 \text{ daily per diem to detain a juvenile.}$

“The current Pretrial Daily Per Diem is \$4.29 vs the \$40 daily per diem to house an inmate in the local jail, a 90% savings.”

COST SAVINGS REVISITED

2021 COST SAVINGS

	Annual Operating Costs	Cost Savings	Percent Savings
Total Operating Cost (Grants Included)	\$112,969.66	\$912,480	88%
Total Operating Cost (Local Funds Only)	\$52,566.92	\$912,480	94%

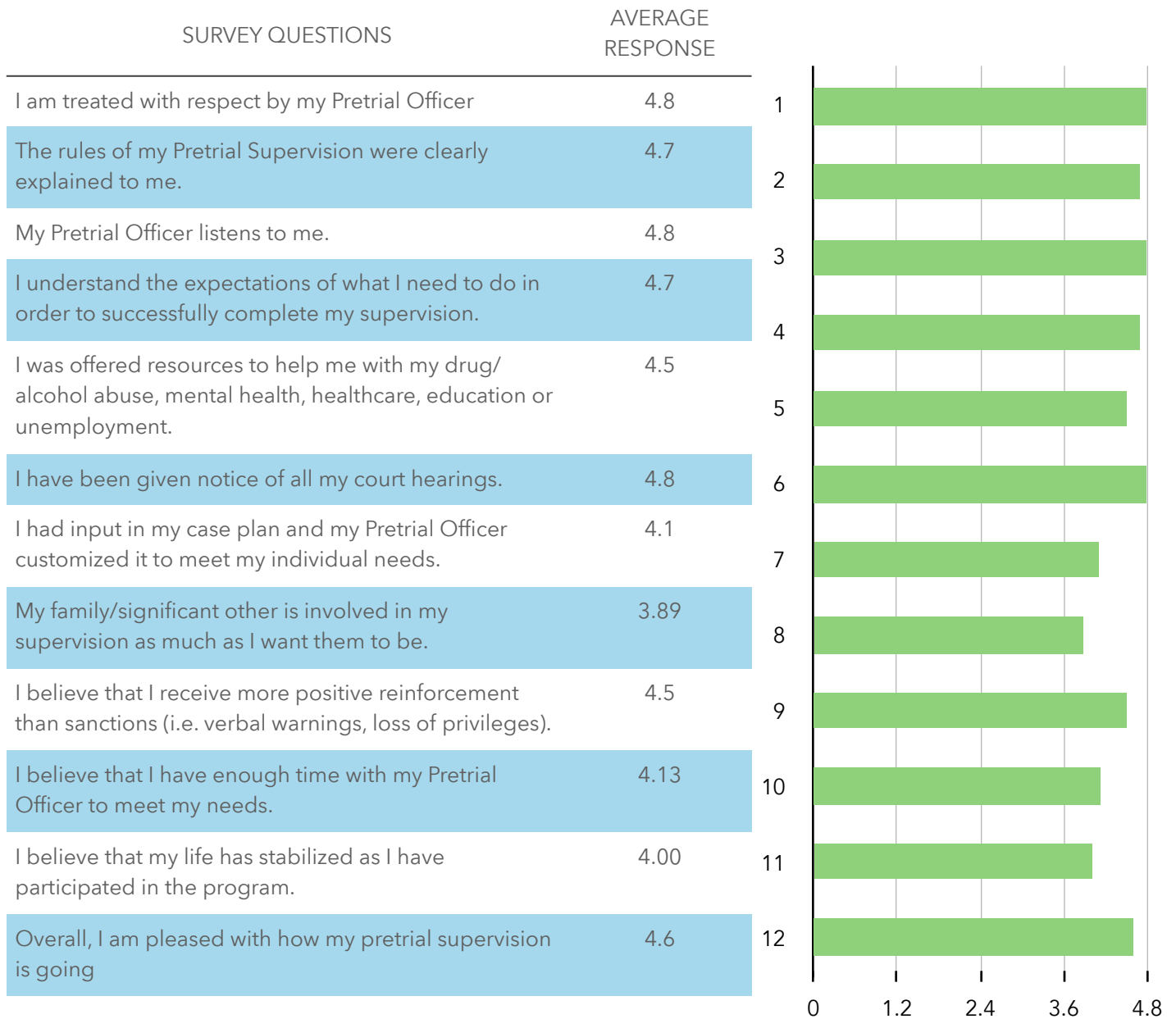
As highlighted in Section 9, the Annual Cost Savings for 2021 was \$912,480 and does not take into account the intangible benefits to the clients, county medical and liability savings, and extra grant revenue generated by the department. Even with the additional expense of a new full-time staff member, the department is able to offset the cost of pretrial incarceration to the taxpayers by 88%. The Cost Savings Rate for the County, calculated using only the amount of County General Funds expensed, was 94%.

SECTION 15:

QUALITY ASSURANCE

In 2020, Pretrial Services developed an anonymous electronic client exit/satisfaction survey that is distributed to clients via text at the end of supervision and in quarterly snapshots. Below is a summary of the results of a pool of 45 clients with a sampling of feedback received. All responses average in the "Strongly Agree" and "Agree" categories, indicating that the majority of clients feel that they have had a positive experience with the program.

CLIENT SATISFACTION SURVEY RESULTS



SCALE: (5) Strongly Agree, (4) Agree, (3) Neither Agree or Disagree, (2) Disagree, (1) Strongly Disagree

CLIENT FEEDBACK & TESTIMONIALS

Below is a sampling of feedback and client feedback and testimonials we received from the satisfaction surveys collected in 2021.

"She has been great couldn't ask for a better officer."

"The most important thing to me is that she feels like she cares I'm not just a number."

"Pretrial has really helped me out not only in my case but my life as well"

"I've been more than satisfied with the progress both me and my pretrial supervisor have accomplished and I only hope for best for both of us."

"I have had both the male and the female officer and I have zero complaints about either one of them. They are a positive influence and make sure that we know if we need anything even on our unscheduled days they encourage us to call in for anything really, They don't feel fake. But I think what I respect the most about them given the amount of people that they have to deal with. They show an amazing amount of empathy while not making emotional decisions."

"The services are great. They go above and beyond to help with anything they can."

"I am thankful for your service and for releasing me under your watch or recognizance so I could keep my job and still be working."

"I appreciate the support. I have been treated very kindly. I have hope!"

"It has been a very fair program and couldn't say a negative thing about it. They do a wonderful job for me"

OTHER QUALITY ASSURANCE MEASURES

The Performance Metrics previously reported in Section 13, are calculated monthly and distributed to all stakeholders, including the County Council and Commissioners, CPCC Advisory Board, Pretrial Policy and Stakeholder Team, and now, our Local JRAC Council. Additionally, as part of the sequential review/lookback process, the department completes a monthly jail analysis that is distributed to stakeholders.

Weekly Criminal Records Checks are conducted on all clients by the Pretrial Case Manager, who, with the Director, also completes an audit/case review of all clients' SRS Cases Monthly. Pretrial Services continues to be a paperless entity and all files are digitally stored in SRS, our case management system. Said case review is conducted to ensure all client contact information is current and that case notes and all documents are properly entered. A Client Contact Tracker was created to help monitor and further ensure appointments are being conducted at a frequency in accordance with clients' supervision level and program policy. This past year, in collaboration with Community Corrections, we also developed a Case Note Template & Appointment Guide to help ensure format and content consistency across all case managers.

A review of said quality assurance measures show that all client files are complete and an approximate 90-95% compliance with client contact standards. Said variance, most often is related to COVID-19 or other barriers. Pretrial Services will undergo its first case review audit by the Indiana Office of Court Services in April of 2022 and as previously noted, passed the last IDOC Fiscal Audit conducted in October of 2021.

SECTION 16:

SERVICES

While programming and participation in services is always voluntary per standard pretrial practices and is never made a condition of release to protect the presumption of innocence, Pretrial Services uses motivational interviewing and other EBP techniques to encourage clients to voluntarily participate in programming and services. We strive to provide supervision that not only promotes public safety and court appearance, but also identifies clients' needs and connects them with services and programming that aid in producing positive outcomes that last beyond the pretrial stage and transitions to post-conviction supervision to support continuity of care.

Pretrial Services utilizes Cass Pulaski Community Corrections' range of cognitive behavioral programming and has access to services provided by Four County Counseling, who offer mental health and drug/alcohol services. We also work with the Cass/Pulaski Community Corrections Therapist, Four County Criminal Justice Liaison and Peer Recovery Specialists to connect clients with virtual peer support recovery groups, individual counseling, anger management, domestic violence classes, parenting classes, recovery coaching and IOP.

Clients are offered assistance applying for HIP and obtaining presumptive coverage to cover or make medical treatment and/or counseling services more affordable or in most cases, free for clients. The Criminal Justice Liaison works to make sure that clients' access to available resources and benefits is maximized. Clients can also be referred to one of the peer recovery specialists who provide individual recovery support to clients.

Pretrial Services also utilizes SafeLink, to see if clients qualify for a free cellphone, if needed, to receive text notifications of their hearings and participate in telephonic appointments. Information about community resources and programs, such as Celebrate Recovery and AA/NA, and employment

agencies, such as WorkOne and Staffing Resources is also provided if believed to enhance their compliance and public safety. We also facilitate a virtual High School Equivalency Program in partnership with the Cass County Sheriff's Department.

This past year, as further described in Section 12, Pretrial Services, with the assistance of Four County, began administering mental health screeners to better identify those in need of mental health services and assist in making targeted referrals. We also began working with Doctoral Practicum Interns from Purdue University facilitated by Four County. Said Interns, along with the CPCC Therapist provide individual and substance abuse counseling for those without insurance or in the process of obtaining coverage to bridge the gap in services.

Approximately 25-30% of clients participate in voluntary programming and services while under pretrial supervision, and while we continue to work closely with Four County when referring clients to services, clients are also free to participate in in-patient programs of their choice.



SECTION 17:

COLLABORATION & CONCLUSION

Cass County Court & Pretrial Services believes that continued collaboration with the Courts and other agencies in the local criminal justice system and surrounding communities, as well as local service providers, is key to making an impact in the lives of our clients and our community. It is our hope with the recent establishment of our Local JRAC Council that this core belief will allow us to work together and increase the ways we collaborate with partners in our local criminal justice system to not only promote continuity of care, but produce positive outcomes that reach beyond the scope of pretrial. As noted at the beginning of this report, Pretrial Services has helped spur a cultural shift in our local criminal justice system and community that supports evidence-based decision making and that sees value in alternatives to incarceration that support therapeutic programming and foster rehabilitation and integration into the community. In conclusion, below is a brief description of some of our collaborative initiatives, on-going projects, service and our community partners.



We continue to partner and work closely with our sister agency, Cass/Pulaski Community Corrections, in our commitment to evidence-based practices, grant writing and management, quality assurance and various other community supervision initiatives. The Community Corrections Director and Court Services Director also come along side other counties seeking to start pretrial and community supervision programs and currently serve as Chair and Co-Chair of our Local JRAC Council noted above. Community Corrections, provides pretrial electronic monitoring as a contribution in kind to the program, while the Court Services Director serves as the Quality Assurance Coordinator for both agencies and facilitates SRS Staff Trainings and Audits. The two agencies have combined their Advisory Board and Pretrial and Policy and Stakeholder Teams and continue to partner on technology improvements, most notably the launch of our interactive website and mass text message system. It is a goal of both agencies to continue to work together and implement a kiosk day reporting program in the near future to further expand services.



Court Services and Community Corrections are also participating in the Cass County Sheriff's Department and Four County's Jail Therapy Program. Using risk level and needs identified in the Pretrial Screening Stage, we are assisting in selecting candidates for the new Jail Therapy Program targeted towards inmates with substance disorders who have ERDs of 90 days or less. Both agencies remain active and committed to the collaborative initiative to bring therapeutic treatment programming to the local jail. Four County is the agency's primary mental health partner and has not only provided the services of a Peer Recovery Specialist and Practicum Doctoral Therapy Interns for Pretrial Clients, but also has given the department specialized training in mental health assessments. We continue to partner with the Cass County Sheriff's Department in providing a Virtual HSE Program for not only inmates, but also Probation, Pretrial and Community Corrections clients.

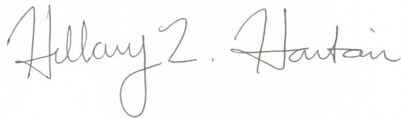


Now as Court Services, the department also has expanded the services it provides the Courts. In addition to judicial conflict prescreening, providing case filing and processing statistics and preparing high-level felony abstracts, the department assists the Courts in seeking new funding sources and grant management. The department also assists with quality assurance efforts and staff training and plays a key role in coordinating jail programming and expansion of mental health services. With the institution of our local JRAC Council, Court Services continues to be primary source of local jail and court data, including our monthly jail analysis, case filing statistics and sentencing outcome reports.

The Director, being passionate about pretrial and its impact beyond Cass County and also wanting to ensure that our local values and viewpoints have an impact on the evolution of pretrial in Indiana, currently serves on the IOCS Pretrial Data and Coordinator's Subcommittees. As an active member of both, she is assisting in updating state pretrial performance measures and data collection practices and gives input in proposed policy changes and best practices. She also had the honor of serving as a panelist for at State JRAC Training and has committed to not only leading JRAC in Cass County, but also piloting data collection initiatives. On the local level, Pretrial Services Director also serves on the Curriculum and Programming Board for Fourth Dimension Recovery Homes and continues to seek ways to partner and provide educational opportunities with local law enforcement and other community agencies.

Recognizing all the support from the local criminal justice system, Judiciary, County Council and Commissioners and State via Indiana Supreme Court and Office of Court Services and the IDOC, the department and director remain committed to serving and further collaborating with other community partners in efforts to support positive changes that not only impact progression and growth of the pretrial release program, but that also, and most importantly, makes a difference in the individual lives of our clients and helps ensure safer communities.

Annual Report prepared and respectfully submitted by:

A handwritten signature in cursive script that reads "Hillary L. Hartoin". The signature is written in a dark ink and is positioned above the printed name.

Hillary L. Hartoin

Cass County Court & Pretrial Services Director



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