



Advisory Board Meeting Minutes

-November 18, 2024-

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

VISION: To beat all aspects of recidivism.

Board Members Present: Judge Lisa Swaim, Sheriff Ed Schroder, Terry Haney, Will Scott, Michelle Stowers, Chris Allen, Judge Crystal Kocher, Natalia Gebka, Noah Schafer, Dave Wegner and Hillary Hartoin.

Judge Lisa Swaim, Board President, presided over the meeting which was held on Monday, November 18, 2024 at 3:30 pm. A hybrid meeting format was used with in person attendance in the Bicentennial Room of the Cass County Government Building and virtual participation via Lifesize. A quorum was met.

Scheduled Topics

Minutes

The Board reviewed the Advisory Board Minutes dated August 20, 2024. Discussion took place. Noah Schafer made a motion to approve the minutes as presented; Lisa Swaim second. Vote taken and unanimously approved.

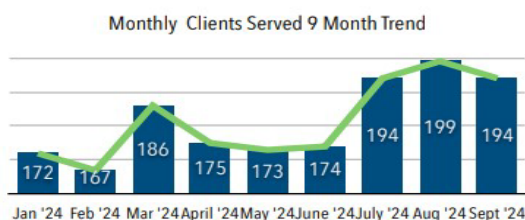
Executive Director Report

Director Wegner presented the financial report for the quarter ending September 2024 is attached. As of August 31, 2024, the department holds cash balances in the following accounts:

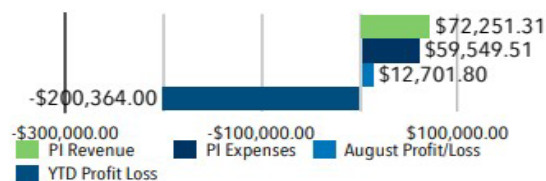
363 IDOC Grant	(\$2,023.34)
312 Home Detention	\$356,915.73
370 Project Income	\$21,915.84
371 Project Income	\$300,732.77
397 CTP	\$214,177.27

This quarter resulted in a project income loss of \$50,421.96 for an account balance of \$893,741.61

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



MONTHLY FINANCIAL OVERVIEW:



CPCC Department 2024-2026 Strategic Plans

The Board was reminded that 2025-2026 Strategic Plans are being finalized and will be posted on our [website](#) for your review. Measurements on metrics are reviewed annually at the end of the fiscal year.

Cass County Jail Programming

Director Hartoin gave the following update on the programming in the Cass County Jail:

The October Jail Analysis showed that 15% of inmates are classified as Pre-Adjudication with 52% having a hold that excludes them from pretrial release. The Cass County Jail population is 181 inmates, an 9% increase: 120 Cass County, 7 Carroll County, 33 Howard County, 21 IDOC. Currently, with expansion, the jail is at 59% capacity. It is estimated that without Pretrial Services the jail would be at 98% capacity. The low risk population is currently 10%, a 25% decrease from January, while the high risk population continues to rise, with 44% of the population, identified as high risk, illustrating the reservation of jail resources for high risk inmates and maximized risk-based release decisions. In collaboration with 4C Health and Court Services, the Cass County Sheriff's Department launched the Jail Therapy Program in 2021, targeted towards inmates with substance abuse disorders. Curriculum includes WRAP, Wellness Action Recovery Plan, and MORE, My On Going Recovery, relapse prevention programs aimed at assisting transition back into the community with groups for both women and men and individual counseling. Court Services deployed the ACCI Corrections eCourse Program in the Cass County Jail in 2023. Two local church groups are now facilitating faith-based recovery courses and we now allow in-person facilitators. There are currently 30 inmates in either the Wednesday Individual Counseling, WRAP or MORE Programs. 8 inmates are participating in the ACCI eCourse Program and 5 clients participating in the HSE Program. The jail currently has a 25% Program Participation Rate. This year so far we have had 10 eCourses completed via the ACCI Program.

Staff Training Report

This past quarter staff have continued to work on their forty (40) hour training curriculum. In October, staff attended the Coaching Model for Change Collaborative Training Part 2 with Brian Lovins of Justice System Partners. Said training was sponsored by our Local JRAC and included all local community supervision staff. Ms. Hartoin using JPAR SIM Grant funding, signed a contract in July that provides for continued professional development with JSP and Dr. Lovins to further support implementation of the Coaching Model. This TA Contract allows for staff to earning their Coaching Certifications from JSP via the Journey.DO Software.



TOPICS INCLUDE:

Adopting a Coaching Mindset

- Coach or Referee: How Do We Help People
- Change Creating a Coaching Connection
- Coaching Toward Success

Creating Plans for Success

- Evaluating Talent, Potential, and Barriers
- Building a Success Plan
- Learning from Practice

Managing Important Moments

- Managing Accountability and Discipline
- Celebrating Progress and Milestones
- Recruiting Community Coaches and Cheerleaders
- Preparing for the Next League

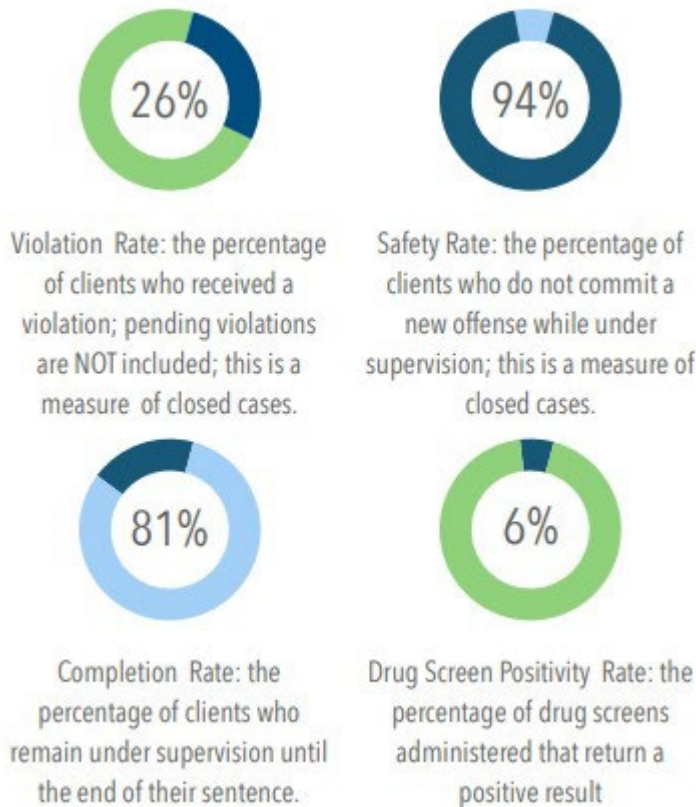
Quality Assurance Report

Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement Committee

The Department's Quality Assurance Committee now meets quarterly in conjunction with Pretrial and Court Services, who also holds monthly SRS Trainings that will resume after the first of the year. Case management review still is reporting metrics below the agency target of 75%-80% compliance with standards, while the agency outcome performance measures below are still within acceptable limits, as seen below, although the violation and public safety rates have increased. Analysis of client population and caseloads, show that caseload ratios are down due to population decrease and within acceptable limits and that current standards are attainable. Staff accountability with case management and data entry shows a need for improvement.



PREA Update

Director Wegner reported that this past quarter the Department investigated zero (0) PREA incidents.

CPCC Personnel Report

Director Wegner gave the following personnel report:

Resignations/Dismissals

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

- Peggy Ruff – Case Manager (Retired)

New Hires

The following have been recent new hires of the Department. ○ Hadlee

- Cook – Part Time Correctional Officer
- Mathias Regan – Part Time Correctional Officer

Juvenile Detention Alternative Initiative (JDAI)

Community Corrections has been partnering with the Circuit Courts enrollment into the state's Juvenile Detention Alternative Initiative. Community Corrections' role in this process will be to continue our normal course of monitoring juveniles on electronic monitoring as an alternative to detention.

Cass County: Will Scott, Chief Juvenile Officer, gave a brief statistical report with performance measures and reported that he recently presented at an IOCS JDAI Event in Fort Wayne, highlighting the diversion program and work with ACCL.

Pulaski County: No issues to Report.

Pre-Trial Release Programs

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

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

In September, Pretrial Services served a total of 156 clients, representing a 26% increase from September 2023. To date, Pretrial Services has surpassed the 2023 population served, serving 322 clients thus far. We have seen a 25% increase in supervised intakes, 17% increase in evaluations and 31% increase in our average daily population. Estimated mid-year cost savings is \$888,720. Analysis shows a 15% increase in employment from intake to completion. Pretrial Services has secured 79 inpatient substance misuse/mental health treatment beds, with an 87% Completion Rate. We continue to see over 67% of our clients participate in voluntary services that support success that are designed to last past the point of supervision and prevent recidivism.

We are excited to announce the launch of our new therapeutic services division lead by our Treatment Director, Stan Antonelli and our new therapeutic clinicians. Services include individual and addictions counseling, with medication management. All services are provided at no cost to clients.

In July, Cass County underwent a site visit by a BJA Fellow and received positive remarks, highlighting our intentional mindset and support services integration, in addition our advance work with data. We received the following feedback this fall.

Director Hartoin,

It was an absolute pleasure to visit your program in the spring of 2024. As the Visiting Fellow at the Bureau of Justice Assistance (BJA) focused on pretrial, I recognize the effort you have extended and the accomplishments you can celebrate in building a high-performing pretrial agency. I walked away impressed with the client interaction I observed, the responsiveness to your court, as well as the data and performance measures that you prioritize. The growth in your agency is clearly built on a strong foundation. I have a special interest in pretrial programs in rural communities and have spent several years working specifically in rural areas. The Cass County Court & Pretrial Services is a model of what a pretrial agency can aspire to in a rural community. To that end, I am particularly appreciative of your willingness to share your experience and mentor other agencies. If I can be of assistance to you, please let me know, and I hope you continue to allow me to point to your work as a high-performing agency. Kris Bryant

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 Visit bj.a.ojp.gov



Bureau of Justice Assistance
 U.S. Department of Justice

Fraud Alert: Scammers Claiming to be from the Bureau of Justice Assistance | Bureau of Justice Assistance (ojp.gov).

Pulaski County: Natalia Gebka introduced herself as the new Pulaski County Pretrial Release Coordinator. She is in the process of obtaining her Probation Officer Certification and related that she currently has a caseload of 20 defendants.

CY2025 Grants Awards

Director Hartoin reported that CY2025 IDOC Award Announcements have been made.. All current funding amounts remained the same as CY2024, with no increase as seen below. It is noted that no new funding was awarded across the State.

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

2025 Budgets

Director Wegner reported that the IDOC grant/user fees budgets, county budgets, and salary ordinances have been finalized. Director Wegner provided an overview the department's 2025 fiscal budgets and projections, reporting that the Cass County Commissioners are now funding employee health insurance to supplement the program.

Additional Funding/Courts Services & JRAC

Court Services Director, Hillary Hartoin, submitted the CY25 IOCS JPAR SIM Grant in May and is seeking to increase funding and services covered under the grant umbrella. Funding is designated for CPCC's Therapeutic Division, as well as therapeutic services for Pretrial Services and Juvenile Probation. Additional funding has been historically awarded for competency evaluations for the Courts and EBP curriculum.

Participation Expectations

Court Services Director, Hillary Hartoin, remind that board and grantees of the reporting requirements, attendance and other obligations to the Advisory Board as a term of received grants.

Other Business

Judge Swaim proposed amending the by-laws to change the meeting time to 3:00 pm from 3:30 pm and moving up the last quarter meeting to October due to the winter holidays to make meeting time more convenient for member participation. Director Hartoin seconded the motion. Vote taken and unanimously approved. Director Hartoin to draft amendment to by-laws and submit to board via email for approval.

Board Comments

No other comments were offered.

Adjourn

There being no further business Lisa Swam made a motion to adjourn; Terry Haney second. The Meeting was adjourned at approximately 4:15 pm

Future Meeting Dates

February 18, 2025	3:00 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
May 20, 2025	3:00 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
August 19, 2025	3:00 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room

October 21, 2025

3:00 p.m.

CPCC Advisory Board Meeting

Cass County Government Building
200 Court Park
Bicentennial Room

Respectfully submitted

/s/Dave Wegner

David Wegner
Director, Cass/Pulaski Community Correction