



Advisory Board Meeting Agenda

-August 15, 2023-

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

VISION: To beat all aspects of recidivism.

Info **In-Person & Videoconferencing** Wegner

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

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

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

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

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

	Call to order	<i>Muehlhausen</i>
	Roll Call	<i>Wegner</i>
Action	Consent Agenda Meeting Minutes – May 16, 2023	<i>Wegner</i>
Action	Executive Director Report 2022 2 nd Quarter Financial Report 2022 2 nd Quarter Statistical Report	<i>Wegner</i>

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

363 IDOC Grant	(\$5,779.22)
312 Home Detention	\$571,073.29
370 Project Income	\$13,616.27
371 Project Income	\$299,135.24
397 CTP	\$222,982.63
CPCC WR General Fund (Bank)	N/A

This quarter resulted in a project income account balance of \$1,106,807.43

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

The department ended the quarter with a project income decrease of \$59,447.13.

Info/Action **Cost Savings Analysis** Wegner

Directors Wegner & Hartoin to present their new Cost Savings Analysis and Community Impact Reports that illustrate the cost savings and different ways our programs benefit the county and community. It is one of the objectives of our Local JRAC to provide the County Council with information regarding the fiscal needs and services provided by our entire criminal justice system before the upcoming budget sessions

Info/Action **Committees** Wegner

The Director will report on the following committee meetings:

*Pulaski County: While the Criminal Justice Partners of Pulaski County did not convene this quarter, the partners met on several occasions through committees involving JDAI, Pretrial Supervision, Veterans Court, and grant preparation.

Info/Action **CPCC Department 2021-2023 Strategic Plan Progress Report** Wegner

The 2021-2023 Strategic Plan is available on our [website](#) for your review. Measurements on Metrics are reviewed annually at the end of the fiscal year. An update on the progress made on the goals set out in our Strategic Plan is included in our Annual Report.

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

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

Items for discussion include the following:

- Community Corrections/Probation Evidenced Based Practices.
 - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.

- Cass and Pulaski County Jails and Treatment Protocols.
 - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.
 - Community Corrections and Court Services is continuing to work with 4C Health, formally known as Four County Counseling Center regarding the facilitation of specified assessments and treatment opportunities for inmates.

 - **Cass County Jail Programming**

In collaboration with Four County and Court Services, the Cass County Sheriff's Department launched the Jail Therapy Program in 2021, targeted towards inmates with substance abuse disorders. Curriculum includes WRAP, Wellness Action Recovery Plan, and MORE, My On Going Recovery, relapse prevention programs aimed at assisting transition back into the community with groups for both women and men and individual counseling. Court Services deployed the ACCI Corrections eCourse Program in the Cass County Jail in February of this year. There are currently 20 inmates in either the Wednesday Individual Counseling, WRAP or MORE Programs. 8 inmates are participating in the ACCI eCourse Program and

we saw 5 women complete the WRAP Program in the past week. The jail currently has a 14% Program Participation Rate.

Open Discussion on additional issues or concerns.

Info **Staff Training Report** Wegner

This past quarter staff have continued to work on their forty (40) hour training curriculum.

Info **Quality Assurance Report** Wegner & Hartoin

Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

Continuous Quality Improvement Committee

The Department's Quality Assurance Committee now meets monthly in conjunction with Pretrial and Court Services, who also holds monthly SRS Trainings that resume once renovations are complete. Case management review still is reporting metrics below the agency target of 85%-90% compliance with standards, while the agency outcome performance measures below are still within acceptable limits, as seen below. Analysis of client population and caseloads, show that caseload ratios are down and within acceptable limits and that current standards are attainable. The Director continues to work with case managers and monitor caseloads to improve measurements, while Court Services works the IDOC and IOCS in creating reports to help more easily identify areas needing improvement and improve policy.

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

January -June 2023 CQI Metrics Agency Average Summary; Goal 5% Increase.

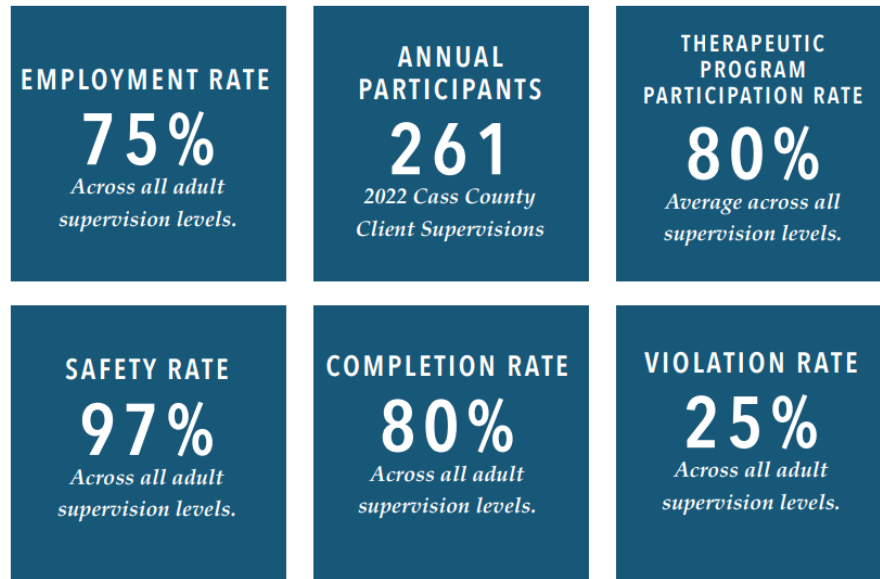
	Jan	Feb	Mar	Apr	May	YTD Average	% Change from CY22
Case Plan Completion:	83%	95%	90%	75%	81%	85.25%	+9.2%
IRAS Completion:	99%	98%	98%	83%	79%	91.4%	-1.7%
Office Contact Compliance:	87%	85%	90%	72%	73%	81.4%	-3%
Field Contacts Compliance:	45%	52%	64%	50%	58%	53.8%	+497%
GPS Review Compliance:	77%	80%	82%	43%	37%	63.8%	+165%
Drug Screen Compliance:	89%	77%	98%	52%	67%	76.6%	-10%

From January until May 2023 the Agency's the average amount of time Eligibilities/Recommendations are filled within 48% hours of sentencing hearings was 52%.

Review of the Agency's Sanctions, Incentives and Interventions Report shows that the current Interventions Ratio is 6.49%, approximately a 1% increase from CY22; goal is 5% increase.

From January-June of 2023 the agency saw an 84% Program Completion Rate. 10% of clients did not complete programming due to revocation/return to incarceration due to a violation, with the remaining percentage of clients had their programming transferred to another post-conviction supervision/program cancelled. It is noted that Program Completion Rate is a measure of closed therapeutic programming conditions.

The Program Engagement Rate for January-June of 2023 is 76% and is a measure of active and closed programming conditions. Meaning, this is percentage of clients in the period, who have completed and/or were assigned therapeutic programming and have at least one verified attendance (engagement).



Info/Action

PREA Update

Wegner

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

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

Info/Action

CPCC Personnel Report

Wegner

Resignations/Dismissals

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

- – None

New Hires

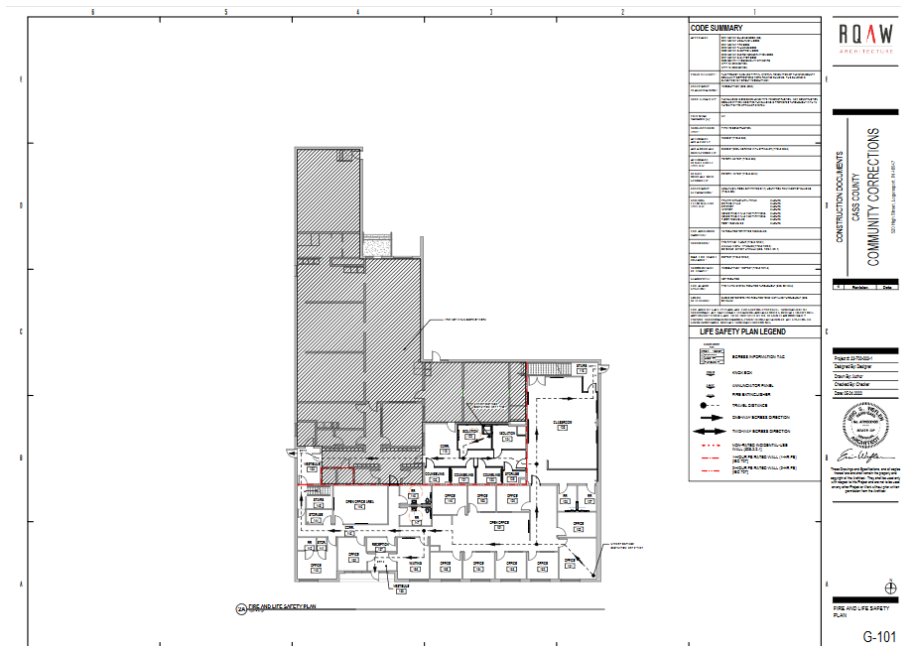
The following have been recent new hires of the Department.

- – None

Info/action

Facility Renovation

Wegner



- Renovation is currently underway. As mentioned in prior meetings, the facility’s floorplan is being renovated to include the addition of two (2) isolation cells, three (3) client meeting rooms, a classroom, and updated interior office spaces. Completion is scheduled for August 25, 2023.

Info/Action

Juvenile Detention Alternative Initiative (JDAI)

Wegner

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

Cass County: No issues to Report
Pulaski County: No issues to Report.

Info/Action

Pre-Trial Release Programs

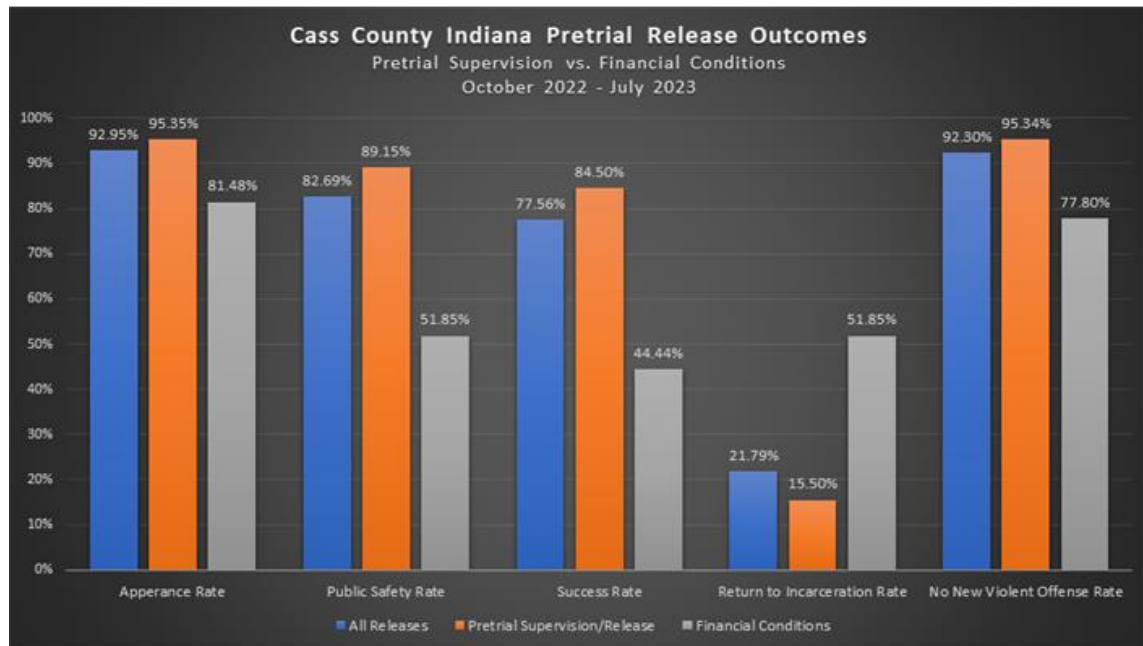
Hartoin

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

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

2023 2nd QTR OVERVIEW: CCCPS saw another busy quarter, serving 85% of the 2022 total population served;194 clients. The agency also has seen a 22% increase in assessments, completing over 172 assessments at the end of the second quarter, approximately 3 times the amount of Community Corrections. This coupled with a 38% increase in new supervised intakes, illustrates a sustained surge in growth that is projected to continue with a mid-year cost savings estimate of \$634,400. Performance Metrics remain above standards as seen below.

Cass County Pretrial Services is also excited to announce that they have hired a second full-time case manager who started on July 27th.



Pulaski County: No report submitted.

Info/Action

CY2024 Grants Awards

Hartoin

The CY2024 IDOC Award Announcements have been made. All current funding amounts remained the same as CY2023, with no increase as seen below.

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

Info/Action

CY2022 IDOC Fiscal Audit

Hartoin

Both Community Corrections and Cass County Pretrial Services received notification that they passed their CY2022 Fiscal Audit with no issues.

Info/Action **CPCC Advisory Board Makeup/Officer Elections** Wegner

There are still several open Board positions. The Commissioners of both Cass and Pulaski counties have been approached about making the additional appointments and are awaiting our recommendations.

Info/Action **Hair Follicle Testing** Wegner

Ms. Hartoin to inform the Board that she has secured our contract with Cordant for Hair Follicle Testing for all local Community Supervision Agencies. Said contract covers a 9 Panel Hair Follicle Test (Amph/Methamphetamine, Benzodiazepines, Cocaine, Fentanyl, Methadone, Opiates, Oxycondone/Oxymorphone, Phencyclidine (PCP), THC) at a cost of \$71.50 per test.

Info/Action **Court Services and JRAC** Hartoin

The Cass County Local JRAC continues to meet on a regular basis, with the last meeting held on July 26th. The Cass County JRAC has been appointed by the Cass County Commissioners to discuss, review and make recommendations regarding proposals for the Opioid Settlement Funding.

Court Services is currently expecting an award announcement on the CY24 JPAR SIM Grant. Funding requesting not only include mental health evaluations for the Cass County Courts, but over \$100,000 in funding to pay for the therapeutic side of Community Corrections.

Info/Action **Programming & Work Release Audits** Wegner

On May 24th our agency completed a programing audit facilitated by the Indiana Department of Corrections and the University of Cincinnati, the CPC and CPC-CSA . The purpose of the audit is to provide a baseline on where our agency is at in the implementation and practice of evidence-based practices and data entry and collection. Results are still pending. The Department's Work Release Audit has been postponed until after renovations are complete.

Other Business

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

Board Comments

Adjourn

Upcoming Meetings/Events

Tuesday, November 28, 2023	3:30 p.m.	CPCC Advisory Board Meeting	Cass County Government Building 200 Court Park Bicentennial Room
---------------------------------------	------------------	------------------------------------	---

Respectfully submitted

/s/ Dave Wegner

David Wegner
Director, Cass/Pulaski Community Correction

