

**MONROE COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD/LOCAL
JUSTICE REINVESTMENT ADVISORY COUNCIL
MINUTES FOR JANUARY 30, 2023**

MEMBERS	NAME	PRESENT	ABSENT	Present by Designee	YTD PRESENT	YTD ABSENT	YTD Present by Designee
County Sheriff (or designee)	Ruben Marté			X	-0-	-0-	1
Prosecuting Attorney (or designee)	Erika Oliphant	X			1	-0-	
Department of Child Services (DCS) Director (or designee)	Amanda Vanleeuwen		X		-0-	1	
Public Defender (or designee)	Michael Hunt	X			1	-0-	
City Mayor Representative	Chief Michael Diekhoff	X			1	-0-	
Juvenile Judge	Hon. Holly Harvey	X			1	-0-	
Criminal Judge (or designee)	Hon. Darcie Fawcett	X			1	-0-	
Criminal Judge (or designee)	Hon. Mary Ellen Diekhoff		X		-0-	1	
Juvenile Detention Alternatives Initiative	Troy Hatfield	X			1	-0-	
Juvenile Correctional Facility	Victoria Thevenow	X			1	-0-	
Victim or Advocate (or designee)	TBD (Vacant)		X		N/A	N/A	
Ex-Offender	Donna Crawford		X		-0-	1	
County Council Member (or designee)	Jennifer Crossley	X			1	-0-	
Probation Officer	Linda Brady	X			1	-0-	
Juvenile Probation Officer	Jeff Hartman	X			1	-0-	
Educational Administrator	Miriam Northcutt Bohmert	X			1	-0-	
Private Corrections	Mark DeLong		X		-0-	1	
Mental Health Administrator	Linda Grove-Paul	X			1	-0-	
Lay Member	Jeff Holland	X			1	-0-	
Lay Member	TBD (Vacant)		X		N/A	N/A	
Lay Member	Dr. Chris Finley		X		-0-	1	
Lay Member	Dirk Ackerman	X			1	-0-	
President of County Executive (or designee)	Lee Jones	X			1	-0-	
CCAB Secretary	Keri G. Walden	X			1	-0-	
C.C. Director	Becca Streit	X			1	-0-	

Visitors: Sheriff's designees Phil Parker, Kyle Gibbons, and Russell Brummett

1. WELCOME AND INTRODUCTIONS.

Welcome by Vice Chair, Linda Brady, and introduction of members and guests.

2. APPROVAL OF MINUTES.

Motion to approve minutes from the October 3, 2022 Community Corrections Advisory Board (CCAB) meeting. Jeff Holland moved for approval of the October 3, 2022 minutes. Victoria (Viki) Thevenow seconded motion. **Motion carried.**

3. COMMUNITY CORRECTIONS EXECUTIVE DIRECTOR REPORT

A. Personnel:

Becca reported that the department is now down to three (3) vacancies.

(1) Three (3) current department staff vacancies:

- a. Enhanced Supervision Unit (ESU) Adult Probation Officer (two vacancies); and
- b. Community Corrections Field Officer.

(2) Recently Hired:

- a. Morgan Michalski (current Community Alternative Supervision Program/CASP Probation Officer) will move to the Mental Health Court Probation Officer (PO) position once her replacement has been hired and trained. The Mental Health Court PO position was previously held by Alexis Stogdill who resigned to work for Indiana Office of Court Services.
- b. Jack Drew - Started November 21, 2022. Previously served as a Problem Solving Court Field Officer and was promoted to CASP Probation Officer.
- c. Autumn West - CASP Probation Officer. Started November 21, 2022. She previously worked as a case manager with the Porter County Day Reporting program (for juveniles) as well as George Junior Republic as a case manager working with youth who are preparing to age out of the foster system.

- d. Madisen Polly - Started December 19, 2022. Previously served as a Probation Officer Assistant for our department. She was promoted to Problem Solving Court Field Officer (position previously held by Jack Drew).
- e. Jen Burgstone – High/Moderate Caseload Probation Officer. Will start February 6, 2023. Previously worked as a case manager at Hamilton Center and Lifeline Youth and Family Services.
- f. Amanda Maloney - Curry Building Receptionist. Start date February 6, 2023.
- g. Jen Feiner – Hired as CASP PO. Jen Attended IU where she graduated with a Bachelor’s degree in Psychology and English Literature. Jen has worked as a Recovery Coach for Centerstone. She comes to us from Owen County Probation Department where she supervised a caseload of high risk females and where she formerly served as a Juvenile PO. Her start date is Monday, February 13.
- h. Kari Magno-Perez – Hired as ESU PO. Kari attended IU where she graduated with a Bachelor’s degree in Secondary English Education. She is co-owner and Founder of Family Home Improvements. She previously worked for Monroe County Department of Child Services as a Family Case Manager. Start date February 6, 2023.

(3) Public Safety Officer Turnover

- a. Community Corrections (CC) Field Officers – There are eight **(8)** Field Officer Positions – **25** Field Officers have resigned from 2016 through 2022 (**20** left to accept a higher paying job). In 2022, four (4) Field Officers resigned and one (1) Field Officer was promoted to a probation officer position.
- b. Probation Officers – The Probation Department employs **55** full time probation officers. In September 2022, the total number of probation officer (PO) vacancies reached an all-time high when we had eight (8) PO vacancies at the same time. This was the highest level of PO turnover in the history of the department. The unit hit hardest by turnover is the Enhanced Supervision Unit (ESU). The ESU POs supervise sex offenders, offenders convicted of Domestic Violence (DV) offenses, offenders convicted of committing other serious violent offenses, and offenders suffering from serious mental illnesses who are not eligible for Mental Health Court. The ESU is an important part of our public safety work as the ESU provides closer more intense level of community supervision. There are currently five (5) POs assigned to the ESU. We will continue to work closely with our 2023 County Council Liaisons Jennifer Crossley and Cheryl Munson on ideas to help us increase retention of our Field Officers and POs.

B. Financial Status - Project Income (PI)/Community Corrections User Fees fund balance is stable at this time. See the PI trust balance at the end of each quarter below:

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
2022	\$488,949	\$559,415	\$609,679	\$500,251
2021	\$371,550	\$409,158	\$494,041	\$425,863
2020	\$302,412*	\$349,237*	\$416,460	\$330,910
2019	\$234,600	\$218,810	\$245,263	\$232,652
2018	\$249,571	\$195,360	\$173,650	\$202,267
2017	\$342,897	\$356,648	\$374,837	\$344,830
2016	\$457,418	\$432,782	\$425,438	\$456,454
2015	\$411,201	\$400,014	\$463,431	\$451,155
2014	\$405,345	\$392,985	\$411,441	\$389,545
2013	\$332,152	\$340,145	\$350,880	\$389,718
2012	\$416,049	\$358,804	\$350,040	\$349,588

* Fee collection in the Probation Department was suspended during COVID-19 Emergency Closing (March 17, 2020 - June 1, 2020).

4. CHIEF PROBATION OFFICER REPORT

A. LINK 2023 Indiana Legislation Bills Being Watched by Probation Officers Professional Association of Indiana (POPAI). **BELOW.**

SUMMARY BILLS FOLLOWED BY POPAI

January 23, 2023

Senate

[SB 34](#) - Expungement of addiction related convictions.

SB 89 - Sentencing for rape conviction.

SB 136 - Conviction data.

[SB 158](#) - Domestic violence. **Passed Senate Committee on Corrections and Criminal Law. Set for second reading Monday, January 23rd.** Changes the period of time someone must be held in jail if they arrested for DV and it adds when someone is ineligible to possess a firearm.

[SB 179](#) - Home detention. **Passed Senate Committee on Corrections and Criminal Law. Set for second reading Monday, January 23rd.** Court may not order a person convicted of a: (1) Level 1 felony; or (2) crime subject to certain enhancement; to a community corrections program.

SB 205 - Task force for the reduction of violent crime.

SB 215 - Construction of judicial building.

[SB 286](#) - Credit time. **Assigned to Senate Committee on Corrections and Criminal Law. Set for hearing on Tuesday, January 24th.** Removes good time credit for a habitual offender.

[SB 299](#) - Public safety matters. Provides that a person who refuses to follow the lawful commands of a law enforcement officer to move a specified reasonable distance away from the scene of an active investigation commits a Class B misdemeanor.

Establishes a defense if the order: (1) is unreasonable under the circumstances; or (2) would endanger the person. Permits a person to be placed in a community corrections program even if the person's sentence is suspendible.

SB 360 - Firearms matters.

[SB 365](#) - Credit time for pretrial home detention.

SB 410 - Juvenile law matters.

SB 415 - Admissibility of statement by juvenile in custody.

SB 417 - Various tax matters.

SB 420 - Delinquent acts.

SB 429 - Various firearms matters.

SB 441 - Visitation of juveniles in detention facilities.

[SB 442](#) - Public information regarding delinquent acts. Amends, with respect to provisions allowing public access to certain juvenile court records and records regarding allegations of certain delinquent acts: (1) the circumstances under which such records may be accessed by the public; and (2) the information in the records that may be accessed; without a court order.

SB 444 - Judicial transparency.

[SB 445](#) - Electronic monitoring standards. Requires the justice reinvestment advisory council to develop electronic monitoring standards and submit an annual report as to the standards. Requires the justice reinvestment advisory council to conduct a workload study of local supervising agencies concerning electronic monitoring and home detention, make certain findings, and submit a report to the legislative council not later than July 1, 2025. Makes an appropriation to conduct the workload study. Provides that a contract employee of a supervising agency is required to notify the supervising agency of certain actions with respect to a tracked individual not later than 12 hours after the action occurs. Requires this notification to be sent within 15 minutes if the tracked individual is serving a sentence for a crime of violence or a crime of domestic or sexual violence. Specifies that a supervising agency must include in a quarterly report the number of tracked individuals who are on parole supervision and the number of false location alerts, device malfunctions, or both. Provides that a local supervising agency and the division of parole services shall report directly to the local justice reinvestment advisory council each quarter. Requires the statewide justice reinvestment advisory council to transmit an annual electronic report to the legislative council and to the judicial conference of Indiana not later than March 15 of each year.

SB 459 - Bail. Provides that a court, in setting bail, shall consider all relevant information available to the court. Removes a provision requiring a court to consider releasing a defendant without money bail under certain circumstances, and prohibits a court from releasing certain arrestees without money bail. Provides that a court is not required to administer a pretrial risk assessment to an arrestee if doing so will unduly delay the consideration of an appropriate amount of bail for an arrestee. (Under current law, a court is not required to administer an assessment if doing so will delay the arrestee's release.)

SB 464 - Adult court jurisdiction over delinquent acts.

SB 470 - Basis for escape.

House

HB 1001 - State budget. Assigned to the House Committee on Ways and Means

- Increase from \$1M to \$3M for Veterans Court funding
- NEW Request of \$4M for pretrial programs
- NEW Request of \$1.5M for problem solving courts
- NEW Request of \$1M for family recovery courts
- No change in IDOC funding for county jail misdemeanor housing, but increase of \$1M for L6 and parole reimbursement
- Increase of \$175,923 (0.24%) in community corrections funding
- Increase of \$34,951 (1.16%) in JDAI funding
- No change in Recovery Works funding

HB 1006 - Mental health programs.

HB 1032 - Credit time assignments.

HB 1087 - Transportation for a released offender. Provides that the department of correction may not provide transportation to, or procure transportation or public transportation to, a county other than the released offender's county of residence at the time of conviction.

HB 1098 - Elimination of credit time. Provides that a habitual violent offender is not entitled to good time credit.

HB 1144 - State employment of probation officers. Provides that a probation officer is a state employee whose salary is: (1) fixed by the appointing court in accordance with minimum compensation requirements adopted by the judicial conference of Indiana; and (2) paid from the state general fund. Allows a county, city, or town to pay a probation officer a salary supplement in the unit's salary ordinance.

HB 1172 - Paternity actions.

HB 1191 - Parental notice of juvenile arrest at school.

HB 1240 - Registration of recovery residences.

HB 1252 - Immunity for escort of a banned person.

HB 1269 - Interim studies of the criminal justice system.

HB 1287 - Home detention.

HB 1317 - Interstate compacts.

HB 1361 - Funding of juvenile justice oversight.

HB 1440 - Involuntary commitment for addiction treatment.

HB 1481 - Juvenile delinquency.

HB 1493 - Elimination of costs and fees in juvenile court.

HB 1564 - Family dependency drug courts.

Resolutions

SJR 1 - Limitation on right to bail. **Passed the Senate Committee on Corrections and Criminal Law and set for second reading in the Senate on Monday, January 23rd.** Major change to Indiana Constitution if passed. Would allow preventative detention for anyone arrested, not only those charged with murder or treason. The Judges Association testified at the committee hearing remaining neutral on the bill.

SJR 9 - Right to bail. Provides that certain persons charged with a crime and awaiting trial may be released on bail, but are not entitled to be released on bail.

B. Reducing Revocations Challenge (RRC) Phase 2

The Probation Department was awarded \$170,000 grant to implement the three (3) Phase 2 strategies below:

(1) Strategy 1: Increase fidelity to Motivational Interviewing (MI), Effective Practices in Community Supervision (EPICS), and effective case planning.

Update: Probation officers completed training in 2022 to increase their skills in these areas. Probation officers who chose to learn via self-directed e-learning modules will have an additional six (6) months to complete the training modules, until the end of June 2023. Becca is working with consultant Melanie Lowenkamp to develop a plan to train the new POs that were recently hired and the POs who we hope to hire in the next 2-3 months.

(2) Strategy 2: Revise standard conditions of probation.

Update: The probation RRC team last met with consultant Dr. Brian Lovins on October 28, 2022, alongside probation staff, attorneys, and judges, to revise the standard conditions of probation. Dr. Lovins then met with the Criminal Division judges in December to discuss specific changes to the conditions of probation. The Criminal Division Board of Judges continues to discuss changes to the conditions and possible policy changes that would need to be made to complement these changes.

(3) Strategy 3: Increase the use of incentives for probation officers and incentives for probation clients including earned early termination from probation supervision.

Update: Workgroups are meeting to discuss policy and practice around these important issues. The Probation officer incentives work group is in the process of surveying POs to determine what types of incentives are most meaningful to POs.

C. Sequential Intercept Model (SIM)/Justice Partners Grant. Troy Hatfield. The 2022-2023 (federal budget year) Justice Partners grant has been awarded for \$60,000. This grant has funded the New Beginnings Program in the Monroe County jail for the past several years, operated by Centerstone. Due to funding issues, the New Beginnings Program ended.

The Probation Department applied for grant funding to continue and expand upon the reentry program implemented under previous Justice Partners Addiction Response Grants for persons being released from incarceration onto community supervision.

Our Court Alcohol and Drug Program Director Anthony Williams has been communicating with Centerstone personnel regarding the Memorandum of Understanding (MOU) language for this year's grant project. This is ON HOLD until Centerstone meets with Monroe County Jail leadership and determines what services they will be able to provide to jail inmates related to re-entry. The meeting between Centerstone and Jail leadership is scheduled for Thursday January 26th so an update may be possible at the CCAB meeting from Linda Grove-Paul or Sheriff Marte for the next meeting.

D. Juvenile Detention Alternatives Initiative (JDAI).

Several local JDAI committees are consolidating for the sake of efficiency. One of the biggest JDAI projects of 2023 will be the ***Conditions of Confinement*** which is a *Facility Assessment* of one of the detention centers utilized for holding Monroe County's youth (Vigo County). To kick off this project, a 'meet and greet' gathering is scheduled for ***Thursday, January 26*** with our local Facility Team Assessment members. **Next steps:**

- (1) Youth Justice System 101**, February 1, 2023. 1:30 pm– 3:00 pm, VIRTUAL. *Recommended for those who want to learn more about Indiana's Youth Justice System. This session will be recorded and put on the Monroe County Government website*
- (2) Site visit – Vigo County Detention Center.** February 9, 2023, 10:00 am- 12:00 noon. Noon. IN PERSON. *Recommended for those unfamiliar with secure facilities. RSVP due by February 1, 2023*

(3) Revised Standards and Software Application Training. *(Participants choose one option)*

February 15, 2023

1:30 – 4:30 pm

VIRTUAL

February 16, 2023

9:00 – 12:00 pm

VIRTUAL

Mandatory for all Facility Assessment participants. Sessions will be recorded. RSVP February 1st

(4) Facility Site Assessment – Vigo County Detention Center. IN PERSON. *February 27 and 28, 2023*

Jeff Hartman advised anyone with questions to reach out to JDAI Coordinator, Christine McAfee.

5. INDIANA DEPARTMENT OF CORRECTION (IDOC) ASSESSMENT.

Becca Streit reported IDOC has finished the draft of our assessment report but it has to be reviewed and edited by the University of Cincinnati before it can be sent to us. IDOC advised that the report should be available to us within the next month.

6. CY2021 INDIANA DEPARTMENT OF CORRECTION FINANCIAL ADUIT RESULTS.

Becca Streit reported the IDOC found that all three grants were spent in full with no issues.

7. CY2022 YEAR END PERFORMANCE MEASURES BELOW

A. Pretrial

B. Drug Treatment Court

C. Mental Health Court

Motion to approve the CY2022 Year-End performance measures. Erica Oliphant moved to approve the CY2022 Year End Performance Measures. Viki Thevenow seconded motion. **Motion carried.**

2022 IDOC Grant Entity Performance Measures

COUNTY NAME: Monroe		ENTITY NAME: Community Corrections
Due 3/31/22		CY2022 Goal
	2022 Goal	Community Corrections Case Managers will increase the use of evidence-based interventions during post-sentence supervision office appointments by 5%.
	Baseline Data (as of 1/1/22)	In 2021, Community Corrections Case Managers were using an evidence based intervention in 64% of their office appointments.
	Data Source	Case managers document the use of every evidence-based intervention in the Quest case management system.
	Frequency of Data Collection	A report from the Quest case management system will be reviewed monthly.
	Mid-Point Data <u>PROJECTION</u>	Community Corrections Case Managers will have increased their use of evidence-based interventions by 3%.
	Year-End Data <u>PROJECTION</u>	Community Corrections Case Managers will have increased their use of evidence-based interventions by 5%.

COUNTY NAME: Monroe		ENTITY NAME: Community Corrections
Due 7/15/22	Mid-Point Data (As of 6/30/22)	As of June 30, 2022, Community Corrections Case Managers were using an evidence based intervention in 69% of their office appointments.
Due 1/13/23	Year-End Data (As of 12/31/22)	As of December 31, 2022, Community Corrections Case Managers were using an evidence based intervention in 65% of their office appointments.
	Overall Summary Note	The Community Corrections Case Manager positions experienced a lot of turnover in 2022. There were three (out of four) new officers, two of which have been on the job less than two months. This performance measure is something we will continue to track in 2023 as we become fully staffed.

COUNTY NAME: Monroe		ENTITY NAME: Pretrial
Due 3/31/22	2022 Goals	CY2022 Goal
		Increase the pretrial target population success rate by 5%. (Success definition: No new offense arrests, no pretrial monitoring violations filed, and no failures to appear in court on cases that have been disposed)
	Baseline Data (as of 1/1/22)	As of January 1, 2022 the pretrial target population with disposed cases had a success rate of 61%.
	Data Source	Quest case management system.

	Frequency of Data Collection	A report from the Quest case management system will be reviewed monthly.
	Mid-Point Data PROJECTION	Increase pretrial target population success rate by 3%.
	Year-End Data PROJECTION	Increase pretrial target population success rate by 5%.

COUNTY NAME: Monroe		ENTITY NAME: Pretrial Services
Due 7/15/22	Mid-Point Data (As of 6/30/22)	As of June 30, 2022 the pretrial target population with disposed cases had a success rate of 62%.
Due 1/13/23	Year-End Data (As of 12/31/22)	As of December 31, 2022 the pretrial target population with disposed cases had a success rate of 64%.
	Overall Summary Note	Will continue to monitor this performance measure in 2023.

COUNTY NAME: Monroe		ENTITY NAME: Drug Treatment Court
Due 3/31/22		CY2022 Goal
	2022 Goals	Drug Court Case Managers will increase the use of evidence-based interventions during post-sentence supervision office appointments by 10%.
	Baseline Data (as of 1/1/22)	In 2021, Drug Court Case Managers were using an evidence based intervention in 51% of their office appointments.
	Data Source	Case managers document the use of every evidence-based intervention in the Quest case management system.
	Frequency of Data Collection	A report from the Quest case management system will be reviewed monthly.
	Mid-Point Data <u>PROJECTION</u>	Drug Court Case Managers will have increased their use of evidence-based interventions by 5%.
	Year-End Data <u>PROJECTION</u>	Drug Court Case Managers will have increased their use of evidence-based interventions by 10%.

COUNTY NAME: Monroe		ENTITY NAME: Drug Treatment Court
Due 7/15/22	Mid-Point Data (As of 6/30/22)	As of June 30, 2022, Drug Court Case Managers were using an evidence based intervention in 64% of their office appointments.
Due 1/13/23	Year-End Data (As of 12/31/22)	As of December 31, 2022, Drug Court Case Managers were using an evidence based intervention in 68% of their office appointments.
	Overall Summary Note	Goal achieved.

COUNTY NAME: Monroe		ENTITY NAME: Mental Health Court
Due 3/31/22	2022 Goals	CY2022 Goal
		Increase Mental Health Court participant retention rate by 3%
	Baseline Data (as of 1/1/22)	In 2021, the Mental Health Court participant retention rate was 38%
	Data Source	Quest case management system

	Frequency of Data Collection	Monthly
	Mid-Point Data PROJECTION	Increase retention rate by 1.5%
	Year-End Data PROJECTION	Increase retention rate by 3%

COUNTY NAME: Monroe		ENTITY NAME: Mental Health Court
Due 7/15/22	Mid-Point Data (As of 6/30/22)	As of June 30, 2022, the Mental Health Court participant retention rate was 42%.
Due 1/13/23	Year-End Data (As of 12/31/22)	As of December 31, 2022, the Mental Health Court participant retention rate was 43%.
	Overall Summary Note	Goal achieved.

8. CY2023 PROPOSED PERFORMANCE MEASURES.

The CY2023 performance measures are usually due to the IDOC in March which is before the CCAB meets again. The IDOC issued the CY2023 Grant Bulletin with the directives and forms for 2023 performance measures on Friday, January 27, 2023. Becca Streit will send the proposed CY2023 performance measures to all CCAB members via email and ask for approval before submitting them to the IDOC.

9. CY2022 ANNUAL REPORT. BELOW

The Community Corrections Advisory Board is required to submit an Annual Report every year to the County Commissioners and the IDOC. Becca Streit highlighted the use of Evidence Based Practices (EBP).

Motion to approve the CY2022 Annual Report.. Erica Oliphant moved for approval of the CY2022 Annual Report. Viki Thevenow seconded motion. **Motion carried.**

MONROE COUNTY COMMUNITY CORRECTIONS 2022 ANNUAL REPORT

January 30, 2023

Contact Name: Becca Streit, Community Corrections Executive Director/Deputy Chief Probation Officer

Advisory Board Chair Name: Honorable Mary Ellen Diekhoff, Monroe Circuit Court Judge

Grant Funded Entities: Monroe County Community Corrections, Monroe County Drug Treatment Court, Monroe County Mental Health Court, and Pretrial Services.

Grant Funded Entities Mission Statement: The mission of the Monroe Circuit Court Probation Department is to promote a safer community by intervening in the lives of offenders, holding them accountable, and serving as a catalyst for positive change.

AGENCY HISTORY

Monroe County Community Corrections (MCCC) formally began operations on October 3, 1983 with four (4) components and five (5) full time employees under the leadership of Community Corrections Director Peggy Welch.

This program has continued to be recognized for innovative and quality alternatives to incarceration. Former Executive Director, Tom Rhodes, began his tenure in 1990 and oversaw the steady growth of felony referrals, staffing, the use of technology, and evidence based practices. Current Executive Director Becca Streit began her tenure January 1, 2020 as only the third Community Corrections Director in Monroe County.

Monroe County Community Corrections operates the Community Alternative Supervision Program (CASP) which includes electronic monitoring, home detention, and day reporting; four Problem Solving Courts including Drug Treatment Court, Mental Health Court, Veterans Treatment Court, and Reentry Court; Community Service; and a Pretrial Services program.

2022 QUICK FACTS AND NOTEWORTHY ACCOMPLISHMENTS:

GRANT ENTITY	2021 TOTAL GRANT FUNDING RECEIVED
Community Corrections	\$1,049,167
Drug Treatment Court	\$157,711
Mental Health Court	\$49,376
Pretrial Services	\$271,866
TOTAL	\$1,528,120

- There were **899** felony case referrals to the Community Alternative Supervision Program (CASP) which includes Day Reporting, Post Sentence Home Detention, Pretrial Home Detention, and Pretrial Case Management.
- The Pretrial Services Program completed **1,434** Pretrial Assessments.
- The Monroe County Pretrial Services Program was certified for three (3) years by the Indiana Office of Court Services.
- Drug Treatment Court had its **514th** graduate by December 31, 2022.
- Mental Health Court had its **23rd** graduate by December 31, 2022.

SUMMARY

In 2022, Monroe County Probation and Community Corrections (hereafter, “Department”) continued efforts to expand evidence-based practices (EBP) by focusing on data and expanding the fidelity of EBP programs used within the agency.

Through a grant funded research initiative called Reducing Revocations Challenge, the Department was able to bring national trainers in the field of EBP to Monroe County to work with case managers/probation officers and provide additional training in case planning, Effective Practices in Correctional Settings (EPICS), and motivational interviewing.

On October 12, 2022, the Indiana Department of Correction (IDOC) spent a day on location with Probation/Community Corrections to complete an assessment of the Department and its EBP efforts. The IDOC assessment team reviewed case files, interviewed staff and clients, and read departmental policies. The Department eagerly awaits the results of the assessment which will provide an overview of this agency’s strengths and opportunities for growth and improvement.

The Department also dealt with significant staff vacancies in 2022 which was not unique just to Monroe County. As agencies and businesses across the country were affected by mass vacancies, so too did the Department adapt to turnover.

The Advisory Board recommends that all services provided by Monroe County Community Corrections continue in 2023.

10. LOCAL AND STATE JUSTICE REINVESTMENT ADVISORY COUNCIL (JRAC) REPORTS. **BELOW**

Beginning January 1, 2023, all local adult and juvenile supervision agencies are required to collect data regarding electronic monitoring and submit a report quarterly to the Local JRAC. Beginning in March 2023, this report will be a standing item on the CCAB/JRAC agenda.

Local JRACs are then required to submit quarterly reports to the State JRAC. The Indiana Office of Court services (IOCS) will provide a standard reporting form to Local JRACs sometime in March 2023.

Local JRACs are also required to submit an annual report which is tentatively due toward the end of March 2023. The template for the report has not yet been released. Once it is released, Becca will work with Judge Diekhoff and others to fill it out. The report draft will be emailed to CCAB/JRAC members for approval before it is submitted to the state.



Office of Court Services

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

To: Local JRAC Chairs and Points of Contact Trial Court Judges
Chief Probation Officers Community Correction
Directors

From: Mary Kay Hudson, Executive Director Date: December 12,
2022

Re: 2023 Electronic Monitoring Quarterly Reports, SEA 9, P.L. 84-2022

Beginning January 1, 2023, supervision agencies are required to collect the necessary data for submission to their Local JRAC to fulfill new quarterly electronic monitoring reports under IC 35- 38-2.7-2(3). Supervision agencies are also required to receive this same data from any of their contractors performing electronic monitoring supervision responsibilities for this report. Local JRACs are required to receive completed reports fifteen (15) days after the close of each quarter.

This memo includes the quarterly reporting instructions, the required data fields for adult and juvenile electronic monitoring supervisions, and the SRS technology instructions for data collection.

SRS Agency Administrator(s) need to ensure settings in SRS are configured properly for these reports no later than January 1, 2023. Should you have any questions or need assistance with these settings, please contact the Court Technology Help Desk at helpdesk@courts.in.gov or 888-275-5822 and your SRS Implementation Team will assist you with any necessary adjustments.

All items your agency is required to submit to your Local JRAC will be available in the standard SEA 9 report that will be deployed to your Report screen in SRS. Please refrain from making any specific report requests related to this requirement, as a standardized reporting mechanism is required for state-level compliance.

The Indiana Office of Court Services will distribute the official reporting form and instructions for electronic report submission to JRAC prior to the end of March.

If you have any questions related to this information, please contact Michelle Goodman at michelle.goodman@courts.in.gov or Bobbi Carter at bobbi.carter@courts.in.gov.

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

JUSTICE REINVESTMENT ADVISORY
COUNCIL

ELECTRONIC MONITORING
QUARTERLY REPORTS

December 2022

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INTRODUCTION

Beginning January 1, 2023, Senate Enrolled Act 9 (SEA 9), P.L. 84-2022, requires every supervising agency (pretrial services agency, probation department, and community corrections program) who provide EM monitoring services to transmit a quarterly report on Electronic Monitoring (EM) to their Local Justice Reinvestment Advisory Council (Local JRAC) established in IC 33-38-9.5-4. Supervision agencies must include these same data elements from their contractors providing EM supervision. Department of Correction-Division of Parole Services shall transmit a report electronically to the Justice Reinvestment Advisory Council (JRAC) and not to Local JRACs.

Reporting Time Frames and Due Dates		
Quarter	Time Frame	Report Due to Local JRAC
1	January 1 - March 31	April 15
2	April 1 – June 30	July 15
3	July 1 – September 30	October 15
4	October 1 – December 31	January 15

Each Local JRAC and the Department of Correction-Division of Parole Services shall transmit a report electronically to the Justice Reinvestment Advisory Council (JRAC) as directed by JRAC.

JRAC is required to publish and submit the reports electronically to the Legislative Council and to the Judicial Conference of Indiana. The report to the Legislative Council shall be in an electronic format in accordance with IC 5-14-6.

INSTRUCTIONS

Total Number of Tracked Individuals Under Supervision

Part 1a. Total number of tracked individuals on electronic monitoring supervision during the quarter by legal status.

Report the total number of tracked individuals on EM supervision at the beginning of each quarter and all new EM supervisions received throughout the quarter in each defined category. **Remember to count individuals not cases.**

The total population served includes those tracked individuals originating from a court order as well as those individuals on EM supervision as the result of a sanction.

Pretrial/Pre-Disposition Only category is for tracked individuals who are only on EM supervision for pretrial or pre-disposition matters.

Post-Disposition/Multiple EM Supervisions category is for tracked individuals who are on EM supervision in the following situations:

- Post-Disposition supervision
- Multiple EM Supervisions – a tracked individual is simultaneously supervised on pretrial and post-disposition matters.
- Tracked individuals as a condition of a withheld judgment

Report fields:

Adult Pretrial Only: _____

Adult Post-Disposition/Multiple Supervisions: _____ Juvenile Pre-Disposition Only: _____

_____ Juvenile Post-Disposition: _____

Report the total number of tracked individuals on EM supervision at the beginning of each quarter and all new EM supervisions received throughout the quarter in each defined category by highest level of offense. **Remember to count individuals not cases.**

Pretrial/Pre-Disposition Only category is for tracked individuals who are only on EM supervision for pretrial or pre-disposition matters.

- Post-Disposition supervision
- Multiple EM Supervision – a tracked individual is simultaneously supervised on pretrial and post-disposition matters.
- Tracked individuals as a condition of a withheld judgment

If an individual has multiple cases, report the highest level of offense among all cases for that individual. Charge hierarchy will be dictated by the highest level of offense first, and if multiple charges of the same offense level exist, then the order of charge categories in the table below will dictate the reporting priority.

For example, if an individual is placed in the EM program in Circuit Court for a Level 6 felony, and in Superior Court for a Level 5 felony, this individual should be counted only once as a Level 5 felon.

EM supervision transfers that occur mid-quarter will be counted by both the sending and the receiving supervision agencies.

A separate table will be provided for each population category (Adult Pretrial Only, Adult Post- Disposition/Multiple Supervisions, Juvenile Pre-Disposition Only, Juvenile Post-Disposition) with the following data elements:

[illegible]

Total Number of Tracked Individuals Under Supervision Assigned to Each Employee or Contractor

Part 2: Total number of tracked individuals active at the end of the quarter and total number of employees/contractors responsible for tracking these individuals.

The supervising agency shall provide the total number of tracked individuals under EM supervision on the last day of the quarter (a population snapshot) and the number of staff assigned to supervise tracked individuals. This includes active EM supervisions and any transfer-in cases that are active on the last day of the quarter.

The report lists the various roles of staff and contractors that are responsible for or assist supervision agencies with EM supervision duties. Definitions for these roles are found in the Definition section of these instructions.

The data in this section will be reported separately for adult and juvenile EM supervisions.

Report fields:

Total number of individuals active on electronic monitoring at the end of the quarter: _____

Total number of community supervision officers responsible for tracking these individuals: _____

Total number of field officers assisting with tracking these individuals: _____

Total number of monitoring center staff assisting with tracking these individuals: _____

Total number of call center staff assisting with tracking these individuals: _____

Total number of support staff assisting with tracking these individuals: _____

Total Costs and Fees Levied and Collected

Part 3: Total EM costs and fees levied during the quarter and total EM costs and fees collected during the quarter.

The supervising agency shall report the total amount of EM fees assessed to and collected from tracked individuals during the quarter. The total includes EM old fees paid in the quarter even though new fees have not been assessed during the quarter.

Only report activity occurring during the quarter.

Tracked individual EM fees include, but are not limited to, daily monitoring fees, transfer fees, equipment damage/replacement fees, and installation fees. If EM fees are being collected by an external source, it is the supervision agency's responsibility to obtain the necessary information to include in this report from that source.

The data in this section will be reported separately for adult and juvenile EM supervisions.

Report fields:

Total EM costs and fees levied throughout the quarter: _____

Total EM costs and fees collected throughout the quarter: _____

Total Number of Tracked Individuals Under Supervision Terminated from Supervision and the Reason for Termination

Part 4: Number of tracked individuals whose EM supervision conditions were terminated during the quarter and the reasons for the termination.

The supervising agency shall report the total number of termination activities of tracked individuals by category that occurred during the quarter. Terminations are those activities that close out or end the EM supervision condition for the tracked individual.

If an individual has multiple EM supervisions each termination will be reported in the respective quarter. **This item is counting cases, not individuals.**

Do not count absconded, transferred out activity, or other temporary pauses in EM supervision (e.g., jail stay for sanction, hospital stay, etc.). Only the Sending County will report the termination activity at the end of the EM condition. The Receiving County will not report any activity in this part.

The data in this section will be reported separately for adult and juvenile EM supervisions.

Report fields:

Termination Reason	Tracked Individuals
Completed	
Death	
Revoked Due to New Charge	
Revoked Due to Technical Violation	
Other Terminations	

Total Number of False Location Alerts and/or Device Malfunctions from Tracked Individuals

Part 5: Number of false location alerts or device malfunctions that occurred during the quarter.

The supervising agency shall report the total number of false locations alerts and device malfunction alerts that occur during the quarter.

The supervising agency shall confirm if a received alert meets the criteria of a false location alert. A false location alert (also referred to as drift) means the device reports the individual is in a specific location, but the individual is not actually at reported location.

Device malfunctions include a damaged device, a device battery that won't charge, or a situation where the device does not operate properly resulting in the agency being required to fix, troubleshoot, repair or replace the device.

All false location alerts and device malfunctions reported in this section are beyond the control of the tracked individual.

The data in this section will be reported separately for adult and juvenile EM supervisions.

Report fields:

False location alerts: _____

Describe your agency's policies for setting alerts and the criteria constituting a false location alert: ____

Device malfunctions: _____

Describe your agency's process for tracking what constitutes a device malfunction:

DEFINITIONS

Adult supervision – Supervision due to a court case originating in the adult justice system.

Call center – Call centers are used by the supervising agency to monitor or supervise tracked individuals similar to a field officer or a community supervision officer and report violations to the supervising agency.

Completed electronic monitoring supervision – The person's EM supervision condition has been fulfilled.

Community supervision officer – A community corrections officer/case manager, probation officer, pretrial services officer, or parole agent employed or contracted by the supervising agency, who monitors or supervises tracked individuals. A community supervision officer's duty may include approving or denying schedules or requests from tracked individuals, reinforcing positive behaviors, managing case activities and conditions, and responding to violations.

Constant supervision – Means monitoring a violent offender in accordance with the requirements described in IC 35-38-2.7.

Contract agency – Means an agency or a company that contracts with a community corrections program or a probation department to monitor an offender or alleged offender using a monitoring device. See IC 35-38-2.5-2.5.

Electronic Monitoring means a "tracked individual" (IC 35-38-2.7-1(4)) who is required to wear a "monitoring device". A "monitoring device" is an electronic device that can record or transmit information twenty-four hours each day regarding an offender's precise location (IC 35-38-2.5-3).

Field officer – An individual employed or contracted by the supervising agency whose duties are limited to visiting and contacting tracked individuals in the community. Field officers report on the activities of tracked individuals and may respond to issues of non-compliance and reinforce positive behaviors.

Justice Reinvestment Advisory Council (JRAC) – The state level multi-disciplinary body established by IC 33-38-9.5-2.

Juvenile supervision – Supervision due to a court case originating in the juvenile justice system.

Local Justice Reinvestment Advisory Council (Local JRAC) – A county level multi-disciplinary body established by IC 33-38-9.5-4.

Monitoring center – Monitoring centers contract with the supervising agency to provide staff resources that record and process information on tracked individuals' whereabouts, compare the whereabouts to pre-established schedules and approved locations, and notify the supervising agency of deviations or other alerts. This does not include standard automated reporting or notices between the vendor and supervising agency.

Monitoring device – An instrument that can record or transmit an individual's location information twenty-four (24) hours each day as set forth in IC 35-38-2.5-3.

Pretrial supervision - Release to the community with conditions imposed to assure a defendant's appearance at any stage of the legal proceeding, or upon a showing of clear and convincing evidence that the defendant poses a risk of physical danger to another person or the community. See IC 35-33-8-3.2.

Post-disposition supervision - Supervision in the community by either probation or community corrections agency as a part of a sentence imposed by the court or as a condition of a withheld judgment. This term also includes supervision in the community as a condition of parole.

Revoked due to new charges – Terminated from supervision after incurring new criminal charge during the period of community supervision.

Revoked due to technical violation – Terminated from supervision for failure to follow the rules and conditions of community supervision that does not rise to the level of committing a new criminal offense.

Supervising agency – (A) a court, in the case of an individual who is required to wear a monitoring device as a condition of probation or pretrial release; (B) a community corrections program, in the case of an individual who is required to wear a monitoring device as a condition of community corrections; or (C) the parole board, in the case of an individual who is required to wear a monitoring device as a condition of parole.

Support staff – Employees who perform administrative duties for the supervision agency, including receiving and recording calls from tracked individuals and entering schedule and location information.

Tracked individual – Means an individual required to wear a monitoring device. See IC 35-38-2.7-1(4). This is an individual required to wear a device to monitor the individual's whereabouts for 24 hours a day. This does not include individuals wearing devices solely for the purpose of monitoring substance use.

TECHNOLOGY INSTRUCTIONS

SEA9 Reporting Requirements Supervised Release System (SRS)

The following information should be evaluated by your SRS Agency Administrator(s) to ensure your settings in SRS are configured properly for the required SEA9 quarterly reporting that is to begin in 2023. Should you have any questions or need assistance with these settings, please contact the Court Technology Help Desk at helpdesk@courts.in.gov or 888-275-5822 and your SRS Implementation Team will assist you with any necessary adjustments.

Please note that each agency providing electronic monitoring services will be equipped with a standardized SEA9 report in SRS that should be run quarterly and submitted to the Local JRAC.

Electronic Monitoring refers to a “tracked individual” who is required to wear a “monitoring device” (IC 35-38-2.7-1(4)). A “monitoring device” is an electronic device that can record or transmit information twenty-four hours each day regarding an offender’s precise location (IC 35- 38-2.5-3).

Community Corrections Levels of Supervision (Adult and Juvenile)

As an Agency Administrator for a Community Corrections agency in SRS, you have the enhanced permissions to create and define your agency’s Levels of Supervision. From inception, most agencies have had some sort of Level of Supervision defined as “Electronic Monitoring”.

However, it is critical that you revisit your agency’s configuration to ensure the Levels of Supervision you have identified as “Electronic Monitoring” meet the criteria outlined in the definitions above. You have the ability to void/expire existing Levels of Supervision in SRS and create new options, as appropriate.

Agency Administrator Settings

1. From the Agency Admin menu, click on “Dropdown Maintenance.”
2. In the Dropdown Maintenance screen, find the section labeled “Condition – Adult Community Corrections – Levels of Supervision.”
3. Click the **Edit** button to the right of that section.
4. You will now see the unique Levels of Supervision established for your agency. Next to each item, you may click the **Edit** button to load the data values into the editor section at the top of the screen. This will allow you to see which “Parent Dropdown” option you have mapped your unique Level of Supervision. The “Parent Dropdown” is a standard list of options that further define the category of the unique Level of Supervision. Please pay close attention to the options that are mapped to “Electronic Monitoring” as the “Parent Dropdown”. When running the new SEA 9 report out of SRS, you will have an opportunity to select the Level(s) of Supervision to include as part of your “Electronic Monitoring” report, as long as the Level(s) of Supervision meets the criteria defined in the statutes listed above.
5. Please do not simply rename any Levels of Supervision unless the new name provides better meaning or description to the entire Level of Supervision as a whole. Any edits to the existing Levels of Supervision will also update that data on any cases using that option.
6. If you simply need to update the mapping of the “Parent Dropdown”, you may make that change at your leisure. For example, if you had a Level of Supervision called “Day Reporting” and it was accidentally mapped to “Electronic Monitoring”, you could simply change the mapping in the dropdown from “Electronic Monitoring” to “Day Reporting”. This will not negatively affect any of your cases but will improve the accuracy of your data.
7. If you need to void or expire a Level of Supervision because it is no longer valid, click the **Void** button and today’s date will be inserted as the “Expired Date.” Any cases that used the

Level of Supervision that was voided will not be impacted; that particular Level of Supervision simply won't be available to add to any more cases moving forward.

8. If you need to create a new Level of Supervision, enter the unique name of the Level of Supervision in the "Value" field.
 - a. The date the new Level of Supervision is created will be the "Effective Date" by default.
 - b. Please leave the "Expired Date" blank, as you want this new option to be available and not voided/expired.
 - c. Pay close attention to the Sort number, as the Level of Supervision options will be listed in a dropdown in SRS and will be sorted numerically based on the "Sort Order" sequence. If you want the values to appear alphabetically, please make sure the numerical sorting coincides with the alphabetical order of the items.
 - d. Finally, in the "Parent Dropdown" field, choose the appropriate option to map your unique value. If you are adding a new Level of Supervision that will be mapped to "Electronic Monitoring", please take note of the "Electronic Monitoring" definitions listed above. When running your SEA 9 report out of SRS, only cases with a Level of Supervision mapped to "Electronic Monitoring" should be included. It will be your responsibility to choose the correct Level(s) of Supervision to include when running this report. Therefore, the more specific the name of your Level of Supervision in your Agency Administrator settings, the better.

Please note that if your agency also provides Electronic Monitoring services for juveniles, you will need to repeat these same steps and make any necessary adjustments to the "Condition – Juvenile Community Corrections – Levels of Supervision" section.

Conditions – Probation (Adult and Juvenile)

As an Agency Administrator for a Probation Department providing Electronic Monitoring Services in SRS, you have the enhanced permissions to create and define your agency's Conditions for supervision. From inception, most agencies have had some sort of Condition defined as "Electronic Monitoring" or "Home Detention." However, it is critical that you revisit your agency's configuration to ensure the Conditions are well defined and it is clear which conditions serve as "Electronic Monitoring" as per the criteria outlined in the definitions above. You have the ability to void/expire existing Conditions in SRS and create new options, as appropriate.

Agency Administrator Settings

1. From the Agency Admin menu, click on "Condition Admin."
2. Find the Conditions section for "Adult Probation."
3. You will now see the unique Adult Conditions established for your agency. Next to each item, you may click the **Edit** button to modify the name and/or settings of that Condition. Please do not simply rename a Condition unless the new name provides better meaning or description to the entire Condition as a whole. Any edits to the existing Condition name will also update any cases using that option.
4. If you need to void or expire a Condition because it is no longer valid, click the **Void** button next to the item and the Condition will be removed from the settings. Any cases that used that voided Condition will not be impacted; that particular Condition simply won't be available to add to any more cases moving forward.
5. If you need to create a new Condition, click the **+Add Condition** button that is found within the Adult Probation section of the Condition Admin screen.
 - a. Enter the name of the new Condition in the Condition Names field. Make sure the

name is clear to all users of the system and clearly defines whether the Condition is for “Electronic Monitoring” as per the definitions listed above.

- b. Choose the Condition Type from the dropdown menu. If adding a new Condition for “Electronic Monitoring” or something similar, choose “Normal Condition.” If you need to add a Condition for any other purpose, please see the Agency Administrator User Manual for further guidance.
- c. Click Save.

Please note that if your agency also provides Electronic Monitoring services for juveniles, you will need to repeat these same steps and make any necessary adjustments to the Condition Admin screen for “Juvenile Probation” Conditions.

Note Templates – All Agency Types

Device Malfunction includes a damaged device, a device battery that won’t charge, or a situation where the device does not operate properly resulting in the agency being required to fix, troubleshoot, repair, or replace the device. This event is beyond the client’s control.

False Location Alert, often referred to as “drift”, is when the device reports the tracked individual was in a specific location, but the individual was not actually at the reported location. The supervising agency shall confirm if a received alert meets the criteria of a false location alert. This event is also beyond the client’s control.

If your agency wishes to utilize SRS to track “Device Malfunctions” and/or “False Location Alerts”, you may do so by establishing these specific Note Templates in SRS.

Agency Administrator Settings

1. From the Agency Admin menu, click on Note Templates. To create a new Note Template, click the **+Add** button in the upper right corner.
2. In the “Name” field, enter “Device Malfunction.”
3. Of the four check box options at the top of the screen, only “Active” needs to be checked.
4. Now you need to add at least one Status for this Note Template.
 - a. In the lower left corner, click the **+New Status** button. Some viable options for Note Statuses include: “Device Repaired” and “Device Replaced.” Other options can be added to your liking.
 - b. In the “Name” field, enter the name of the first Note Status (i.e., “Device Repaired”).
 - c. Scroll to the bottom of the screen and click the **Save** button.
 - d. In the lower left corner, click the **+New Status** button again.
 - e. In the “Name” field, enter the name of the second Note Status (i.e., “Device Replaced”).
 - f. Scroll to the bottom of the screen and click the **Save** button.
 - g. Repeat these steps to continue adding additional Note Statuses, if desired.
 - h. Once all Note Statuses have been entered, click the **Save** button again to save the entire Note Template configuration.
5. Now you can add a second Note Template to track False Location Alerts.
6. Click the **+Add** button in the upper right corner.
7. In the “Name” field, enter “False Location Alert.”
8. Of the four check box options at the top of the screen, only “Active” needs to be checked.
9. Now you need to add at least one Status for this Note Template.

- a. In the lower left corner, click the **+New Status** button. Some options for Note Statuses include: "Received", "Completed", or "Verified." Other options can be added to your liking.
- b. In the "Name" field, enter the name of the first Note Status (i.e., "Received").
- c. Scroll to the bottom of the screen and click the **Save** button.
- d. Repeat these steps to continue adding additional Note Statuses, if desired.
- e. Once all Note Statuses have been entered, click the **Save** button again to save the entire Note Template configuration.

Additional Information for Reporting

While attending to these areas in your SRS configuration will help you better identify "tracked individuals" in SRS and any false location alerts/device malfunctions that occur, the SEA9 report from SRS will also include additional data elements that may not need your immediate attention. These items are readily available in SRS today, including: Charges for tracked individuals, total costs and fees levied, and terminations. All items your agency is required to submit to your Local JRAC under IC 35-38-2.7-2(3) will be available in the standard SEA9 report that will be deployed to your Report screen in SRS. Please refrain from making any specific report requests related to this requirement, as a standardized reporting mechanism is required for state-level compliance.

11. INDIANA MENTAL HEALTH SUMMIT DEBRIEF.

The statewide Mental Health Summit was Friday, October 21, 2022. Linda Grove-Paul reported there was good representation from our community present and the Summit provided a lot of valuable information.

12. COMMUNITY JUSTICE RESPONSE COMMITTEE (CJRC).

Judge Fawcett stated the Community Justice Response Committee met Monday, January 23, 2023. Judge Fawcett shared the meeting can be viewed on the CJRC website. During this meeting, Judge Fawcett stated, there was an informative presentation on the current jail conditions and the changes that have been made thus far. Lee Jones stated the next meeting will occur on Monday, February 6, 2023 at 4:30 p.m. and that an agenda should be sent out by Wednesday, February 1, 2023.

13. CCAB ELECTION. Nomination Letter BELOW

Motion to elect Judge Mary Ellen Diekhoff and Linda Brady as Chair and Vice-Chair of the Community Corrections Advisory Board/Local Justice Reinvestment Advisory Council. Erika Oliphant moved to elect Judge Mary Ellen Diekhoff and Linda Brady as Chair and Vice-Chair of the Community Corrections Advisory Board/Local Justice Reinvestment Advisory Council. Viki Thevenow seconded motion. **Motion carried.**

MONROE CIRCUIT COURT PROBATION DEPARTMENT

Probation Main Office

214 W. 7th Street, Suite 200
Bloomington, IN 47404
(812) 349-2645 Main
(812) 349-2975 Fax

Linda Brady

Chief Probation Officer
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Community Corrections Office

405 W. 7th Street, Suite 2
Bloomington, IN 47404
(812) 349-2000 Main
(812) 349-2001 Fax

January 10, 2023

Dear Monroe County Community Corrections Advisory Board,

During the Advisory Board meeting on January 30, 2023, members of the Board must elect a Chairperson and Vice-Chairperson for a two-year term to serve until January 2025.

The current Advisory Board Chairperson, the Honorable Mary Ellen Diekhoff, appointed Mark DeLong, Jeff Holland, and Becca Streit to the nominating committee.

As a result, the committee now announces the nominations of Judge Mary Ellen Diekhoff to the position of Advisory Board Chairperson and Chief Probation Officer Linda Brady to the position of Vice-Chairperson.

Sincerely,

Advisory Board Nominating Committee-

Mark DeLong

Jeff Holland

Becca Streit

14. INDIANA DEPARTMENT OF CORRECTION (IDOC) CY2024 GRANT TIMELINE

IDOC will release the CY2024 grant applications on February 27, 2023. Applications are due April 28, 2023. Award letters should be sent to applicants by July 26, 2023 (subject to change).

15. CHANGE IN CCAB APRIL MEETING DATE. The IDOC CY2024 grant timeline was released in December. Grant applications are due Friday, April 28, 2023. Becca is requesting that the next CCAB meeting be moved to Monday, April 10, 2023 in order for the Board to approve the grant budgets and give her time to submit all material by the deadline.

Motion to approve moving the April 24 CCAB meeting to Monday, April 10, 2023. Erica Oliphant made a motion to approve moving the April 24 CCAB meeting to Monday, April 10, 2023. Viki Thevenow seconded motion. **Motion approved.**

16. ADJOURNMENT. Next quarterly meeting will be **Monday, April 10, 2023 at 5:00 PM IN-PERSON**.

*Terms for all Commissioners appointments expire 12-31-2026.

*Chairperson & Vice-Chairperson are elected for a two-year term. The next election is January 2023.