

Community Corrections Advisory Board
Minutes – December 14, 2017

Members Present: Ben Burgess, Kenya Cox, Jama Mitchell, Seth Rundle, Mary San Martin, Peter Shay and Ann Swegle

Members Absent: Ignacio Ayala, Michael Birzer, Deanna Carrithers, James Convey, Kelli Grant and Troy Livingston

Staff: Glenda Martens, Lori Gibbs, Jay Holmes, Chris Collins-Thoman, Chris Morales, Tom Struble, Molly Dowd and Shawn Dowd

- I. **Introductions and Announcements** – Ann Swegle announced Luci McDowell's retirement after 29 years working for Sedgwick County. Jay Holmes presented a card to Luci from the board.
 - A. The board viewed the Meeting schedule for 2018 and no changes will be made. The meetings will continue every second Thursday of the month.
 - B. Chris Collins-Thoman asked that the board submit their nominations for 2018 Chair, Vice-Chair and Secretary. Chris will contact all nominees to see if they are willing to serve in the nominated roles. Voting will occur at the January Meeting.
- II. Approval of October Minutes – (November meeting was cancelled.)
A motion to approve the October minutes was made by Ben Burgess, seconded by Kenya Cox and unanimously approved.
- III. **Director's Update** – Glenda Martens informed the board that she will be meeting with the County Commissioner today to discuss the Work Release program. The transition from Sherriff Work Release program to Corrections will go before BOCC next Wednesday for any questions they might have in regards to the fee adjustment, moving positions that were at SCYP to Residential, moving monies for the positions, as well as the 5 new positions for ISOs to supervise the 100 clients that will be coming in. The cost the Sheriff had estimated to renovate the work release into the mini jail are a little higher than what was anticipated and wants to make sure the County Commissioners agree to the higher cost. Re-classing Lori Gibbs to an Administrator position will go for approval next week as well.
- IV. **ACTION ITEM** – Chris Morales presented a budget request to move money from personnel costs to cover drug testing and services in the amount of \$12,266.63 for first quarter SFY18 and to authorize chair to sign request.
A motion to approve the budget request in the amount of \$12,266.63 was made by Peter Shay, seconded by Ben Burgess and unanimously approved.

V. Program Updates

- **Field Services – Jay Holmes**
 - Jay Holmes presented the new reorganization of the teams. The SB123 and Drug Court team that are responsible for delivering supervision for drug related clients will merge, and Monica Harris will be in charge of the team.
 - The lease is up in June 2018, where Pre-Trial and Drug Court are currently located. There is discussion on moving Drug Court into the 905 building and moving Pre-Trial into a building close to 905.
 - In the first quarter of 2018, the Quality Assurance piece will begin. There will be a Quality Assurance team that will be sitting in on office visits as well as LSIR sessions. The team will then provide feedback on how the ISOs can enhance their development of their services.
 - There were 130 intakes in the month of November 2016. The intake team as well as the COG facilitators will start helping with initial LSIRs on new clients.
 - KDOC is aware of the change in teams and reassignments and will be presented to BOCC next Wednesday.
- **Residential – Lori Gibbs**
 - Lori Gibbs gave an overview on the progress on the Work Release transition. They are currently in the process of setting up offices and dorms. Lori Gibbs and Shawn Dowd have been working on the handbooks and policies for the Work Release program. January 9th, 2018, they are anticipating on starting the Work Release population and being completed by March.
 - There have been 6 requests from current ISOs to move to the Work Release team.
 - Will be hiring 7 new corrections officers, 2 senior corrections officers, 5 ISOs and the supervisor for the team.
 - Employment is a huge focus at Residential. The team will be going out in the community and developing relationships with employers to get clients in the best possible jobs. The current programs they have in place for Residential will also be implemented with the Work Release program.
 - There was discussion on the comparison between Residential and Work Release and what the differences are. There will not be any case plans or LSIR assessments with the Work Release clients.
 - Residential is now accepting referrals for probation violations to do a 30-60 day sanction in Residential as long as the client is employed.

VI. Other Business – Jay Holmes and Lori Gibbs will be meeting with Judge James Fleetwood on Monday in regards to the Work Release program.