

**Community Corrections Advisory Board
Minutes – April 12, 2018**

Members Present: Ignacio Ayala, Michael Birzer, Deanna Carrithers (by phone), James Convey, Kelly Grant, Mark Orr, Seth Rundle, Mary San Martin, Peter Shay and Ann Swegle

Members Absent: Ben Burgess, Kenya Cox, and Troy Livingston

Staff: Chris Collins-Thoman, Jay Holmes, Glenda Martens, Tom Struble, Rusty Leeds, Molly Dowd and Stacy Garrett

Guest: Brandon Johnson

- I. **Introductions and Announcements** – Mark Orr was appointed at the March 21st, BOCC meeting. The updated rosters were distributed and reviewed.

- II. **Approval of March Minutes -**
A motion to approve the March minutes was made by Peter Shay, seconded by James Convey and unanimously approved.

- III. **Director's Update** – Glenda Martens informed the board that Drug Court will be moving into Residential and Pre-Trial will be moving to Adult Field Services. The Division is currently in the middle of the budget process for 2019.

- IV. **Program Updates**
 - **Field Services** – Jay Holmes
 - The ADP for March was 1,459 compared to 1,567 last March.
 - Jay Holmes gave a brief overview on the KDOC site visit last week. Hope Cooper, the Deputy Director of Corrections, was pleased with what has been done with the programs. Hope Cooper had provided input about targets not being met and a reduction in DUI funds. All counties received a decrease in funding. There was discussion with the board in regards to the budget short fall.
 - Jay Holmes and Glenda Martens had a discussion with Hope Cooper in regards to having a 2 year Comprehensive Plan instead of a plan each year.
 - Steve Stonehouse, the Deputy Director of Juvenile Field Services, has developed some strategies to help with recruiting and retaining employees. Steve has developed partnerships with some of the local universities through K.A.S.C.E. (Kansas Association for Colleges and Employers). It is a group that costs \$40 a year, and any position that is available can be sent to certain universities and the position will be posted online within the university. There was discussion with the board regarding efforts for recruitment.
 - Lucy Mills is the new Program Consultant for KDOC that will meet regularly regarding the Quality Assurance effort.
 - The focused Quality Assurance begins today. Connie Nichols and Angie Rice will be giving a pop quiz to ISOs to see what their knowledge is regarding LSIRs. There will be additional training and support for the ISOs.
 - The staff retreat is next month. Focus is going to be on Quality Assurance topics as well as Grief Management counseling to help with day to day trauma.

- Tom Struble and Mae Williams (Executive Officer) will be helping with the Policy and Procedure Review for AISP and Residential.
- Brandi Breeden, who is an ISO at Pre Trial Services, has been nominated for Employee of the Quarter.
- **Residential** – Jay Holmes
 - The ADP for March was 60 compared to 61 last March. The funded capacity at the center is 65.
 - There currently are 10 Level 1 clients living in Residential. The Level 1 clients are securing and maintaining employment. There was a 5% increase in successful completions in SFY17 compared to SFY16.
- **Work Release** – Jay Holmes
 - The ADP for March was 38. The funded capacity at the center is 100.
 - The Work Release client revenue is approximately \$32,000 since January 16th.
 - There are clients that are assigned to Work Release for 30 to 40 days and others that are for 18 months. There have been approximately 12-15 intakes a week and there are currently 58 Work Release clients in the facility.
 - The Sheriff has been transporting the Work Release as well as the Residential intakes on Wednesdays.

V. **Other Business** – None.