Hamilton County Community Corrections
Advisory Board Meeting Minutes
February 7, 2019

The following members were present: Honorable Gail Bardach, Jim Barlow, Christi Bebee, Bob Bragg, D. Lee Buckingham, George Buskirk, Steve Dillon, Susan Ferguson, Mike Fogarty, Trusa Grosso, Kija Ireland, Sheriff Dennis Quakenbush, Krista Radican, Dan Stevens, and Kylene Toney. Darren Murphy was also in attendance as a proxy for Honorable Richard Campbell.

A quorum was present. Ralph Watson, Kevin Mulroony, and Jennifer Armstrong were also in attendance.

Susan Ferguson called the meeting to order.

Susan Ferguson called for the approval of the January meeting minutes. Honorable Gail Bardach made a motion to approve the minutes as presented. Krista Radican seconded the motion and it passed unanimously.

Following a brief summary by Mr. Watson, Susan Ferguson called for approval of the January fiscal reports. Sheriff Dennis Quakenbush made a motion to approve the reports as presented. Honorable Gail Bardach seconded the motion and it passed unanimously.

Public Comment

There were no public comments.

Director’s Report

A written report was submitted and reviewed by the Executive Director.

Old Business

There was no old business on the agenda.

New Business

The Fiscal Year (FY) 2019-2020 grant application was released on January 14th with a due date of March 31st. Mr. Watson plans to present the FY 2019-2020 budget at the March meeting. There were some changes in the application. The most significant is that the Department of Corrections (DOC) is no longer requiring the distinction between base grant dollars and HEA 1006 funds for Community Corrections requests as they have in the past. Another change includes their requirement that expenses to be identified as either a general operating expense or an administrative supervision expense. Finally, the DOC is also requiring within each budget series a justification be provided explaining how funds will be expended. Mr. Watson indicated that he plans to present the budget to the Board in the same manner as he has in the past, unless there were objections.

On January 31st a mid-year report was submitted to the DOC identifying the agency’s progress toward identified performance metrics. Mr. Mulroony presented the progress on each goal and provided a handout.

- Metrics #1: **100% of identified participants needs will be referred for treatment.** A new referral process was implemented, and as a result the agency is currently on track to meet that goal. As of report submission the agency was at 98%.
- Metrics #2: **75% of participants referred to treatment will begin treatment.** This goal has been a challenging one for us to measure as the case management software the state introduced does not distinguish between a referral date and a start date. Given the challenges the agency was still at 82%.
Unfortunately, at this time we are unable to track participants that did not start treatment as a result of a violation.

- **Metrics #3:** 75% of participants who begin treatment will successfully complete treatment. At the time of the report we were at 62%.
- **Metrics #4:** Participants who experience a risk reduction upon successful discharge will be increased by 5%. At the time of the report we were at 17% and we believe we could improve to 20%.
- **Metrics #5:** Reduce unsuccessful discharges in the residential level of supervision by 5%. At the time of the report the agency was at 16%.

Mr. Watson reported that after the February 7th Board meeting Bill Cech submitted his resignation after having served 9 years. The Hamilton County Commissioners have the appointment authority for the Board seat, and Mr. Watson has notified the Commissioners of the vacancy. He has been contacted by someone expressing interest and plans to contact that individual to see if they are still interested. If so, he will forward the information to the Commissioners.

Mr. Watson distributed a handout identifying various pieces of proposed legislation being considered during the current legislative session at the Statehouse. He provided a synopsis of HB 1080 which would, if passed, once again permit community corrections agencies to deprive earned credit time. He also briefly discussed HB 1409 which proposed the elimination of the Community Transition Program. Community Corrections Directors from around the state expressed opposition to the bill as currently written during the first committee hearing. The author of HB 1409 has since pulled the bill from consideration.

On February 6th the DOC and University of Cincinnati (UC) used our agency as a training site for a proposed program audit tool that the DOC intends to use in the future. The Correctional Program Checklist was developed by UC and is currently in use throughout the country. Mr. Watson reported that prior to our agency agreeing to participate that a Memorandum of Understanding was signed by all parties stating that the process was for training purposes only and the results could not be shared with other entities or used to determine funding levels for the agency. The agency should receive a written report in approximately 6 weeks.

There was no further business to be presented and Susan Ferguson adjourned the meeting. The next meeting will be **March 7th at noon**.