

# **Hamilton County Community Corrections Advisory Board Meeting Minutes March 2, 2023**

The following members were present Brad Beaver, Judge Michael Casati, Kim Christman, Judge Paul Felix, Angela Frazier, Amanda Hartman, Kija Ireland, Leeann Murray, Dan Pflieger, Dan Stevens, and Madonna Wagoner. Stephanie Ruggles was also in attendance as a proxy for Sheriff Dennis Quakenbush.

A quorum was present. Executive Director Ralph Watson and Director of Administration Kevin Mulroony were also in attendance. Madonna Wagoner called the meeting to order.

Madonna Wagoner called for the approval of the February meeting minutes. Dan Stevens made a motion to approve the minutes as presented. Judge Michael Casati seconded the motion and it passed unanimously.

Following a summary by Mr. Watson, Madonna Wagoner called for approval of the January fiscal reports. Kija Ireland made a motion to approve the reports as presented. Angela Frazier seconded the motion and it passed unanimously.

## **Public Comment**

There were no public comments.

## **Director's Report**

A written report was included with the Board information provided for the meeting and Mr. Watson briefly reviewed the report.

Judge Paul Felix inquired as to whether there should be discussion regarding completion of the vacant third floor as the female living units in the Residential Level of Supervision had been at capacity for several months. This generated further discussion regarding the possible future design of the third floor and the potential cost of such a project. Brad Beaver noted that the county has experienced a significant rise in the cost of construction estimates for many different projects with many being twice as much as what would have been the case prior to the pandemic. Mr. Watson noted that the 3<sup>rd</sup> floor would likely need to be a different design than the existing 2<sup>nd</sup> floor, as much has changed since the original design was completed in 2007. Dan Stevens suggested that we should begin doing some research as to the possible design of any future expansion. Judge Felix suggested that a plan be developed as to when the 3<sup>rd</sup> floor might be necessary. Mr. Watson explained that a general rule in the profession would be to have expansion discussions once facility capacity was consistently at 85% and we have yet to experience that except for the female living unit. Leeann Murray inquired as to whether we could move the female participants to a larger living unit. Mr. Watson noted that was a possibility but there may need to be some changes to the existing spaces. Board President Madonna Wagoner asked if the board would like to form a subcommittee to discuss the expansion further. Leeann Murray suggested not forming a committee but moving forward with planning. It appeared that a consensus was reached to begin exploring ways in which we could reassign living units on the 2<sup>nd</sup> floor to accommodate additional female participants to address the immediate issue. We could also begin discussion as to the future design possibilities of the third floor.

## **Old Business**

There was no old business on the agenda.

## **New Business**

The CY 2022 Annual Report was presented to the Board for approval. It was due March 1<sup>st</sup> but the Indiana Department of Corrections (IDOC) gave permission to delay submission pending today's Board meeting. Director

of Administration Kevin Mulroony provided a summary of the report contents. The report outline was very similar to the CY 2021 report, but the CY 2022 report includes funding source information. It was also decided to present data from an agency perspective, rather than from a Level of Supervision perspective as we have in the past. Some areas of note include the following:

- Screening referrals continued to increase in number from previous years with the 2022 total being the greatest ever received.
- The total number of participants served increased.
- The agency has also begun experiencing an upward trend in the average age of a participant at admission.
- The majority of participants served continue to be Level 5 and level 6 felony offenders.
- The majority of the population served was moderate and low risk offenders per Indiana Risk Assessment System scores.
- Of the treatment and/or education referrals the agency made, the largest number continues to be for substance abuse issues, but in CY 2022 the agency made significantly more mental health referrals than in years past.
- The average length of stay for a participant was 172 days and the agency had a satisfactory discharge rate of 75%. Judge Felix inquired as to whether it was possible to determine the most common type of occurrence for those that were unsatisfactorily discharged due to a technical violation. Mr. Mulroony noted that the agency's current software system does not enable us to track that specific data.

Dan Pflieger made a motion to approve the report as presented. Leeann Murray seconded the motion and it passed unanimously.

Mr. Watson presented proposed performance measures for CY 2023. The IDOC require agencies receiving community corrections grant funds to submit performance measures each year. The measures are to include baseline data and then are updated with data mid-year and year-end. Of the measures Mr. Watson presented, two are the same as in CY 2022 and have the same goal. The third measure is new. The measures are noted below:

- The agency will decrease technical violations by 10%.
- The agency will decrease unsuccessful discharges in the Residential Level of Supervision by 5%.
- The agency will increase documentation of positive reinforcement by 10%.

Judge Michael Casati made a motion to approve the measures as presented. Dan Stevens seconded the motion and it passed unanimously.

The IDOC also requires that Pretrial Services submit annual performance measures. CJ Miller, Director of Pretrial Services, was not able to attend the meeting, however he provided a handout with their proposed measures. They are noted below:

- Increase use and documentation of sanctions by 100% and incentives by 50%.
- The Director will meet with and educate 10 county criminal justice agencies about Pretrial Services.
- Maintain tracking and data on 100% of the cases that have a pretrial assessment completed.

Leeann Murray made a motion to approve the measures as presented. Amanda Hartman seconded the motion and it passed unanimously.

Mr. Watson next presented a proposed maintenance agreement with BI, the agency's electronic monitoring vendor. The current agreement will end at the end of April and the new proposal includes coverage for equipment we still retain that was part of the previous agreement, as well as coverage for equipment that was purchased within the past year and the warranty expires. A handout summarizing the new agreement was included in the Board's information packet. Mr. Watson noted that the proposed agreement is more costly than in the past due to maintenance for Global Positioning System (GPS) hardware being significantly more expensive. The 2023 budget included the cost of the proposed agreement. Judge Paul Felix made a motion to approve the agreement as presented. Angela Frazier seconded the motion and it passed unanimously.

The next item on the agenda was a proposed maintenance agreement from Eaton UPS for the agency's uninterruptable power supply. A summary of the agreement was included in the Board's information packet. Mr. Watson noted the agreement has increased by \$400 from the previous year, and though the increase was not in the

CY 2023 approved budget, the agency should be able to transfer funds from another line item. Kija Ireland made a motion to approve the agreement as presented. Dan Pfleging seconded the motion and it passed unanimously.

For CY 2022 the agency received Community Transition Program (CTP) revenue in the amount of \$14,550. The CTP revenue is a per diem that the agency receives from IDOC for individuals that transition to the community from an IDOC facility by way a local agency Level of Supervision. Mr. Watson requested permission of the Board to transfer the revenue to the Project Income Fund. Brad Beaver made a motion to transfer the revenue. Judge Michael Casati seconded the motion and it passed unanimously.

There was no further business to be presented and Madonna Wagoner adjourned the meeting. The next meeting will be **April 6th at noon.**