



Rice County, Minnesota

Department of Community Corrections

2012 – 2013 Comprehensive Plan

**Rice County Community Corrections
2012 – 2013 Comprehensive Plan**

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HIGHLIGHTS

Personnel Changes: Several staffing changes have occurred in the community corrections department providing an opportunity for a complete reorganization to better serve the community and the offender. The adult supervisor left in the spring of 2011 and long-time director Jim Haas announced his retirement for April of 2011. Since that time two career probation officers have been serving as acting supervisors over the adult and juvenile units and a new director was appointed and began in late July. Another probation officer vacancy was filled by a temporary, part-time worker. That vacancy was filled with a permanent FTE in mid-November which will ease the pressure on the adult officers. We are also hoping to build a formalized intern/volunteer program to assist with some routine duties (monitoring community service hours or MADD panel attendance) so probation officers can devote more time to higher risk offenders.

Problem-Solving Courts: Stakeholders within the county have shown interest in aspects of problem-solving courts and programs including a service-intensive probation program. The three judges in Rice County are fairly new, as are the court administrator, sheriff, and community corrections director. The county attorney has also been engaged in the planning process and it is expected that reorganization within the community corrections department will permit a more effective use of staff resources in pursuit of new objectives with quantifiable outcomes rather than simple outputs. The intent is to engage all agencies within county government serving our target population to ensure coordinated service and communication. The circle will be expanded to include local civic and service organizations that can provide mentoring and other support to offenders to help them address challenges to stability and law abiding behavior.

Though a new “program” or “court” is not proposed, the bench has taken an interest in ensuring that all treatment options for veterans are duly considered at all stages of the criminal justice process. We have begun working with the Veterans Justice Outreach Mental Health Homeless Program in Minneapolis. At the time of bail evaluations we are confirming veteran status as well as confirming if the subject has been receiving VA benefits for physical, mental health, or substance abuse treatment for consideration by the court. The intent is two pronged: first, to give the court as much information as possible and second, to use that contact with the criminal justice system as a means to get veterans more involved with the VA or possibly have them activate benefits for the first time. Since not all detainees have bail evaluations, and not all contacts with the police result in detention, we are approaching county law enforcement agencies to have them distribute VA information to veterans they encounter, no matter the outcome of that contact.

Caseload sizes: Though intake to probation has dropped adult caseloads continue to be high primarily due to the lengths of time that offenders are ordered to probation. We hope that training, not only of community corrections staff but of system stakeholders (bench, county attorneys, defense attorneys, law enforcement), will result in a thoughtful use of scarce resources. Data will be gathered and shared with stakeholders to ensure a thorough understanding of targeting and serving offenders based upon risk and need.

Planning: Many community corrections staff members participated in county-sponsored *Workplace Lean* training earlier in 2011. The community corrections department has since completed *Workplace LAUNCH* in order to apply *Lean* tools to improve work processes. What has been gleaned from this process is expected to inform reorganization efforts for the department and produce capacity to support the service-intensive probation program and a stronger commitment to evidence-based practices. Already the department has decided to dismantle a 4 FTE “initial contact service unit” which provided all bail evaluations, most PSI’s, drug testing of pretrial defendants, and supervision of low level probationers. The *LAUNCH* process identified areas of

inconsistent transfer of documents/information among police agencies, court administration, and the county attorney's office that have impeded our ability to efficiently fulfill duties related to bail evaluations and completion of PSI's. A meeting with chiefs of police is already scheduled for December 13, 2011 and it is hoped that additional meetings with other stakeholders such as court administration and county attorneys will take place by the end of December. It is expected that what is learned from the *LAUNCH* process will result in changes to the plan that will be addressed in the interim year.

Technology: Part of the planning process will be to develop common goals and objectives with our justice-system partners. Once common goals and objectives are established we can then look to see what objectives can be met through increased use of technology. One avenue to be investigated will be the use of phone reporting systems (OffenderLink, AnyTrax...) as options for pretrial supervision and low risk/need caseloads. On the other end of the spectrum will be an increased use of appropriate technology to enhance supervision of higher risk/need offenders keeping in mind that technology is a tool: absent any behavioral interventions, the tools themselves do nothing to change behavior.

Training: All staff completed a survey to identify what training they have completed in general evidence-based practices, specific cognitive curricula, officer safety, special population supervision (sex offender, domestic violence), motivational interviewing, etc. A significant portion of the new plan will be to develop a consistent training program to ensure all probation officers are consistently trained. It is hoped that more thorough training will permit all PO's to deliver "group programming" within their case loads or at the very least use cognitive and group processes to more efficiently supervise their offenders. Plans include offering training in an entry level, open enrollment cognitive curriculum, *Thinking Matters*, for use by PO's for offenders in the community as well as in jail. Additionally, it is hoped that training can be provided on using a "strengths perspective" in order to better formulate PSI recommendations and case plans.

Remodel: The building housing the community corrections department is a historic building which previously served as the sheriff's residence and jail. While charming, it is hardly conducive to workflow and offender/staff safety and privacy. The building will be remodeled during CY 2012 taking into consideration the specific business needs of community corrections.

Payables and diversion: The planning process will also address significant changes in juvenile payables and diversion cases in both units. An unfortunate side effect of a reduction in juvenile diversion cases is the loss of associated fees that provided for a juvenile restitution fund.

INTRODUCTION

Rice County is located in Southern Minnesota just 30 miles south of the Minneapolis and St. Paul metropolitan area. The County encompasses an area of 496 square miles and contains 7 cities and 14 townships. The two largest cities in Rice County are Faribault, the County seat, and Northfield.

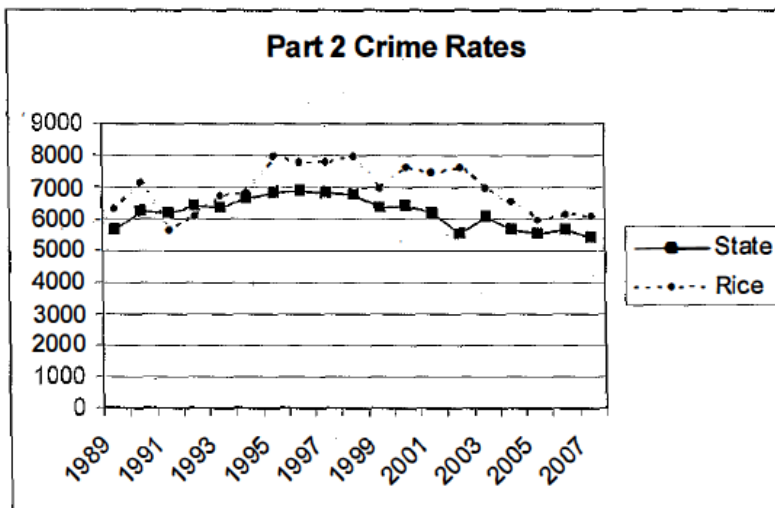
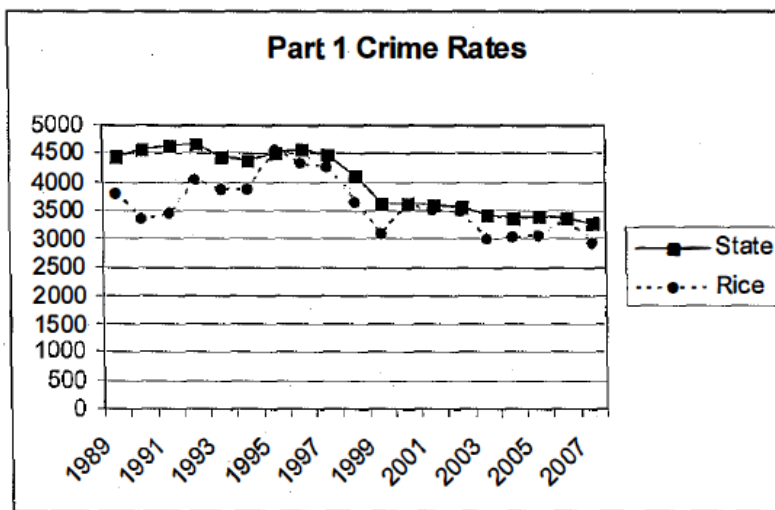
POPULATION

The most recent (2010) federal census counted 64,142 persons in Rice County representing 13.2% growth over the 2000 census. The two population centers in the county, Faribault and Northfield, grew to 23,352 and 20,007 respectively. It is estimated that 20% of the population is in the "crime prone" years of 14-24, a drop from approximately 23% in 2005.

CRIMES AND ARREST

Crime rates¹, as measured by FBI Uniform Crime Reports (UCR), have fluctuated over the years, but have followed the recent national and state downward trend. As rates per national reporting standards are expressed per 100,000 population, the below rates seem quite high. The second row of data provides rates per 1,000 population based on the recent census.

2010 CRIME DATA						
	Part I Rate	Count	Part II Rate	Count	Combined Rate	Count
Rice County	2,441	1,567	3,533	2,268	5,975	3,835
Per 1,000 population	38.1		55.2		93.4	



¹ Reported crimes per 100,000 population. Part I includes murder, rape, robbery, assault, burglary, larceny, arson, and car theft. Part II includes petty theft drugs, simple assault, disorderly conduct, DUI, and some other minor crimes.

Though crime rates are down, as are convictions, caseloads have not dropped predominantly due to the lengths of time that offenders serve on probation. Though fewer offenders are coming on to caseloads, if they serve longer terms and there are fewer exits, caseloads will continue to rise. A part of our plan to address specific criminogenic risk factors of offenders is to try to recommend shorter terms of probation for less risky offenders so that resources can be directed toward the higher risk offender. Revisiting caseload management is planned to determine if there are other options for low risk offenders including early discharge from probation for those who have completed all court ordered conditions or use of interns/volunteers to monitor lowest risk cases with few conditions.

Year	Prior Year-end Count	Intake	Discharge	Final Count
2009	1239	583	630	1192
2010	1170	558	503	1225
Jan-Oct 2011	1224	446	466	1204

Data derived from the MNDOC Probation Survey

ADMINISTRATION AND ORGANIZATION

It is anticipated that the probation officers and community corrections advisory board will revisit the mission and value statements for the department to include the use of data and evidence-based practices in our interactions with offenders and our system stakeholders. Current mission and value statements follow:

MISSION

Rice County Community Corrections will promote public safety by enforcing court sanctions and providing other services designed to protect the public, support the rights of victims, and help offenders become law-abiding, productive citizens.

VALUES

- All people will be treated with dignity and respect
- Every person is responsible for himself, to the community, and to others
- Due process rights will not be compromised
- Victims of crime will be treated with compassion and empathy
- Members of the community and public opinion will be given strong consideration in the development of correctional policies and programs
- Staff, operating in a professional and ethical manner, are the most valuable resource for accomplishing our mission
- Management will encourage open communication and the sharing of ideas, knowledge, and experience
- Listening is vital to strengthen relationships, generate trust, and build commitment

RICE COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD

Members as of October 2011

Name	Representing
Troy Dunn	Law Enforcement
Thao Trinh	Prosecution
Thomas Neuville	Judiciary
Marnie Thompson	Education
Kate Langer	Corrections
Rodrigo Garcia-Hernandez	Citizen
Jese Stam	Social Services
Galen Malecha	County Commission
Karen Duncan	Defense Attorney
Lyle Davies	Citizen
Jay Haws	Business
David Anderson	Citizen
Sadie Watts	Citizen
Amy Schak	Citizen

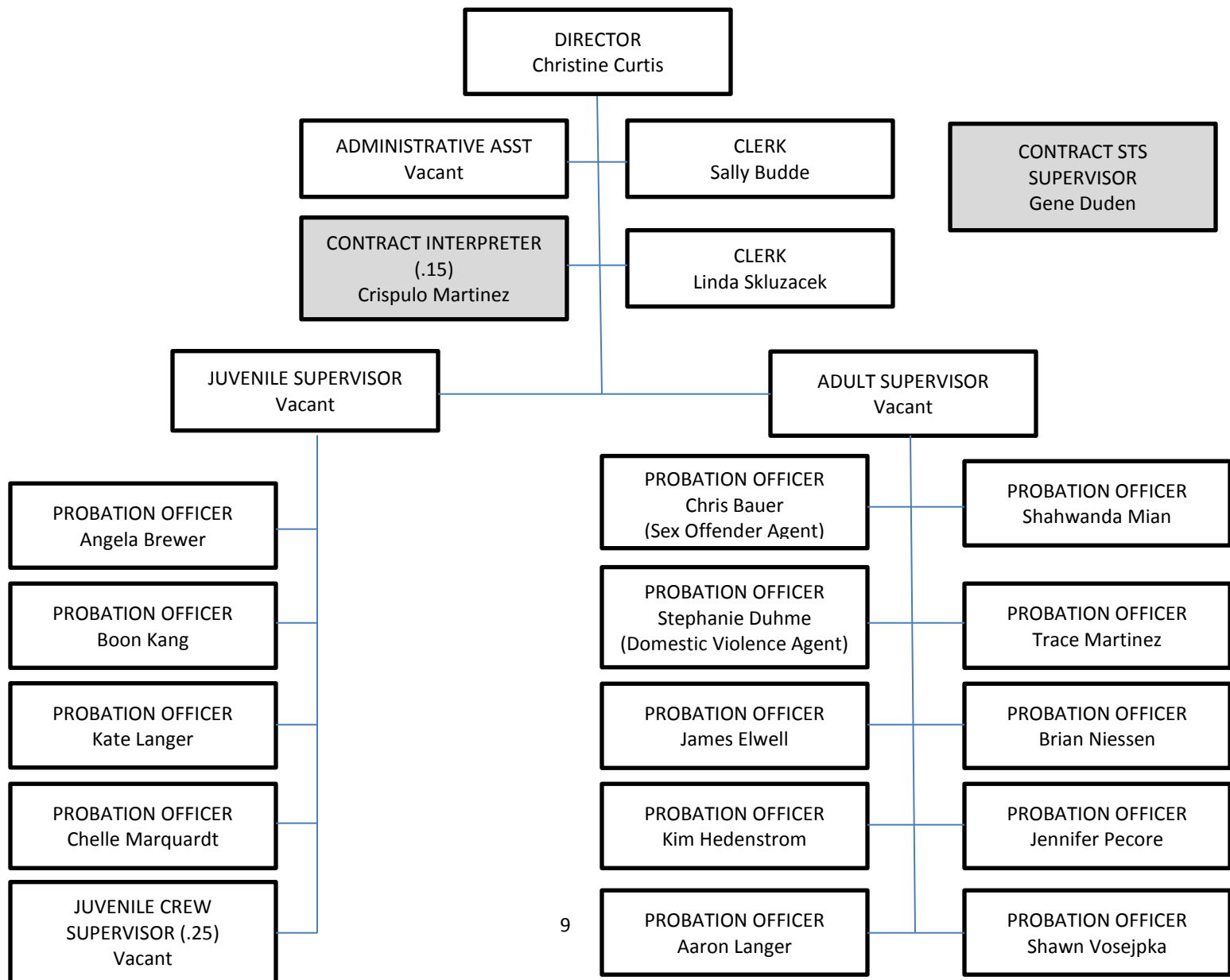
Ex-officio: Scott Halvorson, MNDOC District Supervisor

DEPARTMENT OF COMMUNITY CORRECTIONS ORGANIZATION AND ADMINISTRATION

At this time the department is organized into administrative, adult and juvenile units. Two supervisors are approved by the board of commissioners but both (one over each supervision unit) are filled by interim supervisors who also carry caseloads. It is anticipated that a reorganization of the department in January 2012 will result in two 7-probation officer units headed by a supervisor. One unit will include probation officers with juvenile or mixed “youthful” offender caseloads while the others will serve adult offenders. More probation officers will be cross trained to serve juvenile and adult offenders so that adjustments can be made when necessary. The following organizational chart reflects staffing at this time.

2012 – 2013 Comprehensive Plan

ORGANIZATIONAL CHART



PROGRAM DESCRIPTIONS

The following sections describe programs and services provided by or in collaboration with Rice County Community Corrections. It is noted that all services provided by RCCC are “on the table” for review, reconsideration and revision. The extensive planning that is anticipated may result in a redefining of goals, objectives and mission for the department and therefore delivery of services. Priorities are expected to change which will result in realignment of staff resources. Data as reported in previous plans could not be verified and were therefore left out of this document.

INVESTIGATIONS

Investigatory reports are intended to provide the most accurate information available to the court and other system stakeholders. Increased reliance on objective measures removes biases and permits decision makers to make assumptions about offender risk based on previous research. The intent is to provide for public safety while planning for the best possible outcome for the victim the community and the offender.

BAIL EVALUATIONS

Some adults detained in jail awaiting their first court appearance are interviewed by probation officers for the completion of bail evaluations. Bail evaluations are completed on detainees based on the offense for which they were arrested, primarily felons and drug crimes and crimes against a person. Interviews are conducted in the jail with the detainee; victims are contacted if time permits, and the police report and prior criminal history are reviewed. A brief report is written summarizing the information with recommendations for no contact with victim, no use of alcohol, and other release conditions along with recommendations for bail. This document is provided to the court before 11:00 AM to be used at arraignment. The arraignment judge uses the reports to set or modify bail and to establish conditions under which the defendant may be released pending further court action.

Approximately 215 bail evaluations have been completed in CY 2011 at the time of this writing (12/15/2011).

PRE-SENTENCE AND PRE-DISPOSITION REPORTS

Following conviction the judge may order a presentence investigation on adult offenders so that relevant and verified information about the offender and the offense can be considered in sentencing. Probation officers conduct these investigations by interviewing offenders and their families, conducting or arranging for chemical dependency or mental health evaluations, talking to victims, examining criminal history and driving records, applying objective risk assessment tools, and completing Minnesota Sentencing Guidelines worksheets (in adult felony cases and some Juvenile cases). All of this information is put into a report to the court, county attorney and defense attorney. The PSI is also an important document in the event that an offender is sentenced to prison since it contains information about the offender and his offense necessary for institutional placement and programming.

A key objective in 2012 will be to review how information gathered through the PSI is used in formulating a recommendation to the court that includes an offender's risk and need factors and identification of community-based programming available to address those factors.

An office-maintained spreadsheet reflects completion of 452 PSI's in 2010. Of those less than half (47%) were for felony offenses, 26% were for gross misdemeanors and the remaining 27% for misdemeanors. No spreadsheet has been located as of yet for 2011.

Similar predisposition reports are completed for adjudicated juveniles. The Court Services Tracking System reflects 67 PDI's thus far in 2011.

PRE-RELEASE, TRANSFER, AND RELATED INVESTIGATIONS

Offenders leaving prison on supervised release must have a plan. Probation officers investigate the proposed plan and report on its accuracy and viability. Plans may be approved or rejected based upon the findings during the investigation. Recommendations may be made for conditions of release in order to protect public safety and address issues that may provide hurdles to an inmate's successful completion of supervised release. Offenders on probation elsewhere wanting to move to Rice County must request an intra or interstate transfer investigation. As with the supervised release investigation a review of the offender's proposed home, employment and education plans is conducted with a report routed back to the requesting jurisdiction. The transfer may be accepted or rejected based upon the findings and may include locally required conditions or statutory requirements above and beyond those of the sending jurisdiction.

SUPERVISION

PRETRIAL

Most defendants are released from jail while their case is pending. Specific conditions of release like no drinking, no contact with the victim, or house arrest (sometimes monitored electronically) are often required. In 2006, Community Corrections added a specialized pretrial screening and supervision component. By the middle of 2007, that caseload had risen to 65. As of June 1, 2009, it stood at 83.

Pretrial, including completion of bail recommendations, is likely to be an area for significant review in 2012. Pretrial decisions should be based on a defendant's risk of failure to appear in court as required and risk to public safety pending case disposition. It is not clear if the present bail evaluation process or the use of "pretrial services" does anything to address these risk factors. Additionally, no outcome measures related to failure to appear or pretrial misconduct have been established or tracked.

DIVERSION

Some adults and juveniles are diverted from the formal court process. If they voluntarily comply with certain conditions (for example: community service, restitution, victim-offender meetings), charges are not filed or are dismissed. Community Corrections has operated juvenile diversion for over twenty-five years. Juvenile diversion is generally reserved for first-time non-felony offenders under 16.

PROBATION

The role of probation in the criminal justice system continues to evolve. In past years the field has expanded from enforcing the order of the court and being a “broker” of services to being a part of the offender’s cycle of change. As we commit to evidence-based practices and use evaluation to ensure fidelity of our strategies we hope to not only “do justice” for the victim and community but facilitate improvement of the offender and community.

OBJECTIVE RISK ASSESSMENT

An objective risk assessment is conducted by probation officers on offenders with new felony and gross misdemeanor cases. For adults the assessment is the Level of Service Inventory - Revised (LSI-R®) and for juveniles is the Youth Level of Service/Case Management Inventory (YLS/CMI®). These “broad-based” tools help the probation officer examine offender risk factors that research has shown are directly linked to the likelihood of re-offense, and for which there is some possibility of change through proper intervention. It may be determined that subsequent, specialized assessments are necessary to determine appropriate level of care for substance abuse or to assess for sex offense or domestic violence factors.

LEVELS OF SUPERVISION

Offenders are assigned to a level of supervision ranging from monitoring-only (no face-to-face contact), to intensive based on the risk assessment, the offense, and the conditions of probation. Higher-risk offenders should be supervised more intensively while lower risk offenders should be supervised much less intensively. This strategy not only results in more efficient use of resources but can reduce the likelihood of increased recidivism attributed to over supervision of lower risk offenders.

SPECIALIZATION

Specialized caseloads permit probation officers to focus on a particular population and stay current with required training or statutory requirements for that population. It also allows them to build relationships with treatment providers or other stakeholders working with that population. One adult probation officer specializes in sex offenders (including co-facilitating the sex offender treatment group); two others supervise higher-risk offenders and another in domestic abuse offenders. Strategies for supervision, including setting updated contact standards or development of other specialized caseloads are expected as part of our review and planning process.

We are fortunate to have solid working relationships with related agencies, especially police, to help manage our cases. Our adult sex offender specialist convenes an advisory panel that includes police, prosecutors, treatment providers, and state intensive supervised release (ISR) agents. The Northfield police department and our probation officers meet six times a year, and we had until recently a small federal Justice Assistance Grant with the City of Faribault that allowed Faribault police officers to accompany our probation officers on special patrols and home visits aimed at high-risk Juvenile offenders. Even without the grant, probation officers and police officers team up often to make home visits or joint patrols as appropriate.

SENTENCING-TO-SERVICE (STS) & COMMUNITY SERVICE WORK

Most adults and juveniles placed on probation in Rice County are ordered to perform uncompensated work to benefit the community. In Rice County, offenders can do court-ordered community service in three ways:

STS CREWS

Since 1991 we have contracted with the Minnesota Department of Corrections (DOC) to operate Sentencing-to-Service crews in Rice County. DOC supplies the crew leaders, training, vans, and some materials and equipment. The cost is split as follows: 50% state dollars; 25% county dollars allocated to the Community Corrections department; 25% county dollars allocated to the Sheriff's Department. STS is regarded as a slightly harsher sanction than individual community service placement because the STS crew works a full day, the offender doesn't chose the work site, and the work is usually harder.

Projects completed by the STS crew benefit local citizens, government and non-profits. Examples of recent or anticipated projects include shoveling out of fire hydrants, painting the Northfield Senior Citizen's Center, assisting at the Salvation Army processing donations, cleaning the fire hall and washing fire trucks in Lonsdale in preparation for the pancake breakfast fundraiser and continued work at the county recycling center.

About half as much is spent to operate STS and the Juvenile crew as the value of the labor but not all assignments are successful. Adults who fail to complete court ordered community service may be sentenced to jail or have the hours converted to a fine. It is expected that the upcoming review and planning process will shed light on the reasons for failure to complete hours so that the information can be used to improve outcomes.

JUVENILE CREW

The department has operated a part-time work crew for juveniles who are not eligible for STS or who may be inappropriate for individual placement (because they need closer supervision or have an unusually high number of work hours to complete). The crew has been supported for nine years by a federal Juvenile Accountability Block Grant (JAB G) administered by the Minnesota Department of Public Safety, which in 2008 paid for about half the cost of the crew.

INDIVIDUAL PLACEMENT

Probation officers can arrange for individual placement of probationers at non-profit or government agencies for purposes of performing court-ordered community service. STS and the Juvenile work crew may be used when the offender fails to complete ordered work hours on their own. There is value in maintaining individual placement as an option, especially for those offenders able to be responsible for the completion of their hours. It is expected that an alternate plan to place and monitor individual hours can be developed with the use of interns and volunteers so that the court can be confident that hours are monitored and completed while probation officers can devote their time to higher risk offenders.

RESTORATIVE JUSTICE AND VICTIM SERVICES

Restorative justice looks at crime as an opportunity to build a stronger community by repairing harm, building positive relationships among neighbors, holding offenders accountable, and giving victims a strong voice in deciding how the after-effects of crime should be handled. Restorative justice is a set of principles, not a program. We do many things that could be called restorative.

- **Victim impact panels** – These may help victims deal with the pain crime can cause and they help offenders understand the impact crime has on victims. Mothers Against Drunk Driving (MADD) runs a panel aimed at drunk drivers.
- **Victim services** - High priority is given to informing and involving crime victims and linking victims to other services (the HOPE Center, the County Attorney's victim witness coordinator, the Crime Victims Reparations Board, and the Crime Victims Ombudsman).
- **Restitution** – Every effort is made to enforce orders for restitution. In late 2008 a juvenile restitution work program was re-instituted. Selected juveniles on probation or diversion who do not have much money or much earning power can perform work (usually on the Juvenile work crew) and, instead of the offender getting paid, the victim is paid on behalf of the offender. The restitution fund from which these earnings are taken is supported by fees gathered for juvenile probation and diversion. This program is in jeopardy at this time due to the reduction in expected diversion cases resulting from the increased scope of juvenile payable offenses.

GENDER-SPECIFIC AND CULTURALLY-SPECIFIC SERVICES

INTERPRETER SERVICES

The department maintains a contract with a Spanish language interpreter who keeps regular office hours in our department. He is also licensed chemical dependency assessor.

GENDER-SPECIFIC SERVICES

Juvenile probation officers operate a cognitive skills program for juvenile female offenders. Additionally, staff has also organized and provides referrals to a life skills program for Latina girls. Similar program referrals have been made for Somali girls. Female victims of domestic and sexual violence are routinely referred to programs operated by the HOPE Center in Faribault.

DIVERSITY

The department has been invited by the social services department to participate in a committee addressing diversity issues and the growing Somali population in the county.

COGNITIVE PROGRAMMING

Several probation officers are trained to deliver cognitive programs addressing one of the most highly correlated criminogenic factors: criminal thinking. It has been difficult to deliver consistent cognitive programming since most curricula are closed ended, meaning once a cohort begins the program it is closed to additional participants until a new cohort can begin. It is expected that all probation officers will be trained in a basic, open-ended, cognitive curriculum that can be delivered throughout the year thus providing greater opportunity to have an impact on offender behavior. We anticipate opening this training to other agencies and vendors serving our population to promote consistency. It is hoped that this programming can also be delivered in the jail so that the “captive” time can be put to good use.

JUVENILE OFFENDERS PLACED OUT OF THEIR HOMES

Residential placement is by far the most expensive option the court has for juvenile offenders. Minnesota law and federal rules require that all other non-custodial, less-restrictive options be exhausted before using placement. Most research also suggests that institutional placement is not very effective in changing behavior.

Rice County, along with most other counties in Minnesota, has attempted to control placement costs. Though the reasons why are not clearly understood, out of home placements and their associated costs are dropping. Steps that have been taken include:

- **Screening cases** more thoroughly, using a peer review approach to try to find alternatives to placement. In 2007 a mental health practitioner was added to the screening team.
- **Shorter and more cost-effective placements.** If otherwise appropriate recommendations to the court will be for less costly, shorter placement options.
- **Local programs, local resources** are always considered before placement. These include cognitive skills groups, in-home therapy, day treatment, foster care, closer supervision, and electric home monitoring.
- **Cost tracking.** To make ourselves more cost-sensitive, placement costs are reviewed each week.
- **Seek other sources of revenue,** such as parental fees, grants, and reimbursements.

The trend from 1998 to 2001 showed fewer placements and lower costs. Previous reports reflected a spike in placements and costs in 2001 followed by a drop in placements but increase in expenses between 2001 and 2005. That trend -- fewer placements that cost more -- was attributed in large part to a few extended juvenile jurisdiction (EJJ) offenders who were incarcerated for a very long time.

Since 2006, both the numbers of placements and associated expenses have dropped each year. Thus far in 2011(December 14, 2011), there have been 64 out of home placements for 2,672 days at a cost of \$380,127. This is 25% under budget with only 2 weeks left in the fiscal year.

2012-2013 STRATEGIC PLAN

The primary objective for 2012-2013 is to develop a comprehensive plan. What is proposed is the thorough review of all data and practices and the invitation to other system stakeholders to participate in developing a new strategic plan for the department. This planning will include redefining the mission, goals, and objectives of not just the community corrections department but the criminal justice system in Rice County. With support from the Criminal Justice Coordinating Council and the Community Corrections Advisory Board it is expected that a new, comprehensive plan will result. What follows are ideas that have been mentioned as possibilities.

DEPARTMENT REORGANIZATION

1. **Review of all office activities:** The department will be receiving the assistance of a facilitator in reviewing all office practices following the *Workplace LAUNCH* model.
2. **Review caseload size, supervision level and risk:** Determine if resources are used in the most efficient way. Realign staff and responsibilities as necessary.
3. **Initiate standard office procedures:** Create a more cohesive department by implementing standards across adult and juvenile units.
4. **Establish supervisory structure:** Post *LAUNCH* process, determine supervisory needs and revise position descriptions and staff assignments as necessary.

DATA INTEGRITY

Previous versions of this plan submitted by Rice County included numerous data tables and graphs related to intake, caseload size, community service hours, collection of restitution, etc. That data could not be verified and at present the probation data base lacks integrity. Cleaning-up of the data base so that it is accurate and can be used for planning and evaluation will be a critical task in the coming year.

PRE-TRIAL SERVICES

Literature and court rules support the conditional release or detention of defendants at high risk for failure to appear in court and continued risk to public safety. It is not known if current pretrial practices (including bail reviews and pretrial supervision) are designed to specifically reduce the incidence of either of these things or if they are just standard practices. Part of the data review and planning process will be to measure the impact of bail reviews on detention and failure to appear rates and establish objectives and outcome measures for pretrial services.

1. **Bail evaluations:** State law requires that bail evaluations be conducted under certain circumstances - that is, only in certain cases. How the gathered information is used is in need of review.

2. **Supervision:** Most adult defendants are released from Jail awaiting further court action, and many of those have conditions imposed on them by the court. There has been little pretrial “supervision” and certainly no pretrial case plans. Drug testing has been provided for those with “no use” conditions but failure to show for a test or a positive test result often have no consequences. The need for this service, or, need for this service to be provided by probation shall be assessed.

RISK AND RECIDIVISM REDUCTION

The research and literature in the field of corrections has consistently shown that strategically directing intensive services at higher risk offenders based upon their objectively assessed criminogenic needs can result in significant reductions in recidivism. Reductions in recidivism mean less crime and fewer victims. No criminal justice stakeholder... whether judge, prosecutor or defense attorney, should have reasons to argue with an approach that contributes to public safety. As a community corrections department we would be derelict in our duties if we did not make every effort to promote an evidence-based approach to facilitate change in our offenders. Through the planning process with other stakeholders we intend to redefine mission, goals and objectives and educate stakeholder groups about the most effective ways to work with offenders to ensure justice is done as well as to reduce recidivism and improve the community. Strategies related to risk and recidivism reduction are programmatic as well as organizational and will likely include:

1. **Risk assessment:** Adopt a risk tool specific to domestic Violence offenders; establish a re-assessment protocol for adult offenders; continue use of the general risk/need assessment LSI-R and better develop presentence recommendations based upon assessment results.
2. **Supervision levels and contact standards:** Review current use of assessed risk and relationship to supervision level; revise contact standards by supervision level to ensure appropriate intensity based upon assessed risk. The yet-to-be-named service-intensive probation program would be an example of revised supervision levels and contact standards.
3. **Case planning:** Improve case planning to address specific needs of offenders; improve linkages to community services that can be supportive of higher risk offenders and reduce impediments to successful completion of probation. The yet-to-be-named service-intensive probation program would require heightened case planning.
4. **Programming:** Establish additional cognitive programming for adult offenders. Discussions were initiated with the Jail Administrator about beginning cognitive programming in the jail. Earned jail credit may be proposed for successful participation resulting in better behaved inmates and reduced lengths of stay in jail.
5. **Training:** Improve consistency and quality of training for probation staff focusing on general evidence-based practices, case planning, cognitive reflective communication, motivational interviewing, cognitive curricula and officer safety. It was suggested that jail staff be included in cognitive training so they can be supportive of new skills being learned by inmates.
6. **Public Information:** Improve the dissemination of information to the public about new initiatives and practices in the community corrections department and criminal justice system. This will include requesting support from community and service organizations to emphasize the community in corrections. It is hoped that a future citizen vacancy on the CCAB will be filled by a representative from the media.

DRUG TESTING

1. **Policies:** Revise and update written policies that govern testing. The updated policy will address when and how often to test.
2. **Strategy:** Implement a color-coded random testing system. Produce testing results by risk and supervision level, drug of choice as well as offense type.

OUTCOMES

Tables in previous sections of this document identified various outcome measures as reported through 2009 and it is unclear from where the data originated. Additional data reflecting 2010 and beyond have not been consistently accessible as of yet. It is suggested that if recidivism reduction is the primary goal of community corrections that most outcomes previously measured are really intermediate measures or “outputs” rather than outcomes. It is expected that the review and planning process will identify additional outcome measures including post-test results, skill assessment, changes in assessed risk and need as things that are more highly correlated with behavior change than “counting things”. This office will continue to count those “things” as they are critical to our mission but the hope is that new measures will permit improvements in service delivery resulting in enhanced public safety and an engaged community.

SIGNATURE PAGE

MINNESOTA DEPARTMENT OF CORRECTIONS – COMMUNITY CORRECTIONS ACT SUBSIDY

To be used for original application and for amendments to the original comprehensive plan that add or delete units of service. Check one: Original Application Amendment # _____

Applicant: **Rice County**

Application Period: January 1, 2012 to December 31, 2013

Original Proposed Budget:	DOC Subsidy	\$657,641
	Other State Funds	\$294,599
	County Funding	\$976,671
	Other Funding	\$ 97,000
	TOTAL BUDGET	\$2,025,911

*Amendment: Name of Units of Service (attached budget sheets)

Community Corrections Administrator:

Name/Title/Signature: _____
Christine M. Curtis, Director of Community Corrections

Address: 128 3rd St., NW, Faribault, MN 55021
Telephone #: 507-332-6106

Financial Officer:

Name/Title/Signature: _____
Fran Windschitl, Auditor/Treasurer

Address: 320 3rd St., NW, Faribault, MN 55021
Telephone #: 507-332-6122

APPLICANT’S AGREEMENT

It is understood and agreed to by the applicant that:

- 1) Funds granted for this community corrections comprehensive plan will be used only to implement the plan as approved by the Commissioner of Corrections.
- 2) The grant may be terminated in whole, or in part, by the Commissioner of the Minnesota Department of Corrections. Such termination shall not affect obligations incurred under the subsidy prior to the effective date of such termination.
- 3) The applicant will apply for approval to change the plan whenever implementation or financing will be materially changed. Approval will be governed by Minnesota Rules Chapter 2905.0500.
- 4) Financial status reports will be submitted every three months and narrative progress reports every six months as directed by the Commissioner of Corrections. Necessary records and accounts, including financial and property controls, will be maintained and made available to the department of Corrections.
- 5) The applicant will strictly adhere to rules promulgated by the Department of Corrections (Minnesota rules 2905).

SIGNATURES OF AUTHORIZED OFFICIALS

Please remember: These same signatures are required to be on any amendment that adds or deletes programs/services/funding.

Name/Title/Signature

Name/Title/Signature

APPENDIX A: ANNUAL OPERATING BUDGET

MINNESOTA DEPARTMENT OF CORRECTIONS					
COMMUNITY CORRECTIONS ACT SUBSIDY					
COMPREHENSIVE PLAN BUDGET SUMMARY					
		COUNTY :	<i>RICE</i>		
Budget Year		2012			
FUNDING SOURCE		DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel	E				-
	B				1,317,337
Service and Contractual	E				-
	B				508,057
Supplies and Materials	E				-
	B				8,317
Capital Outlays	E				-
	B				-
Other Expenditures	E				-
	B				2,200
DIRECT EXPENSES BUDGETED	E	-	-	-	-
	B	615,034	829,278	391,599	1,835,911
Use of State Institutions	E	-	-	-	-
	B	42,607	147,393	-	190,000
ALL BUDGETED EXPENSES	E	-	-	-	-
	B	657,641	976,671	391,599	2,025,911
Allotment Free	B	-	-	-	-
TOTAL ALLOTMENTS	E	-	-	-	-
	B	657,641	976,671	391,599	2,025,911
Unallotted	B	-	-	-	-
TOTAL APPROPRIATION	E	-	-	-	-
	B	657,641	976,671	391,599	2,025,911
Staff Training Budget (minimum requirement = 2% of Subsidy)				\$	13,153
Minimum County Level of Spending Base Year:				\$	522,446
Minimum County Level of Spending Current Year:			2,012	\$	

MINNESOTA DEPARTMENT OF CORRECTIONS							
COMMUNITY CORRECTIONS ACT SUBSIDY							
RICE COUNTY							
BUDGET SUMMARY FOR <i>Administration</i> PROGRAM							
Budget Year		2012					
Expense/SOURCE		DOC SUBSIDY	COUNTY	OTHER			
				TOTAL			
Personnel	E						
	B						246,091
Service and Contractual	E						
	B						35,000
Supplies and Materials	E						
	B						8,317
Capital Outlays	E						
	B						
Other Expenditures	E						
	B						1,500
DIRECT EXPENSES BUDGETED	E				-		
	B	188,877	102,031		290,908		
Use of State Institutions	E				-		
	B				-		
ALL BUDGETED EXPENSES	E	-	-	-	-		
	B	188,877	102,031	-	290,908		
Allotment Free	B				-		
TOTAL ALLOTMENTS	E	-	-	-	-		
	B	188,877	102,031	-	290,908		
Unallotted	B				-		
TOTAL APPROPRIATION	E	-	-	-	-		
	B	188,877	102,031	-	290,908		

MINNESOTA DEPARTMENT OF CORRECTIONS						
COMMUNITY CORRECTIONS ACT SUBSIDY						
RICE COUNTY						
BUDGET SUMMARY FOR THE <i>Juvenile</i> PROGRAM						
Budget Year		2012				
Expense/SOURCE		DOC SUBSIDY	COUNTY	OTHER	TOTAL	
Personnel	E					
	B				296,112	
Service and Contractual	E					
	B				358,057	
Supplies and Materials	E					
	B					
Capital Outlays	E					
	B					
Other Expenditures	E					-
	B					
DIRECT EXPENSES BUDGETED	E					-
	B		164,141	438,028	52,000	654,169
Use of State Institutions	E				-	
	B	42,607	147,393		190,000	
ALL BUDGETED EXPENSES	E	-	-	-	-	
	B	206,748	585,421	52,000	844,169	
Allotment Free	B				-	
TOTAL ALLOTMENTS	E	-	-	-	-	
	B	206,748	585,421	52,000	844,169	
Unallotted	B				-	
TOTAL APPROPRIATION	E	-	-	-	-	
	B	206,748	585,421	52,000	844,169	

MINNESOTA DEPARTMENT OF CORRECTIONS								
COMMUNITY CORRECTIONS ACT SUBSIDY								
RICE COUNTY								
BUDGET SUMMARY FOR THE <i>Adult</i> PROGRAM								
Budget Year		2012						
Expense/SOURCE		DOC SUBSIDY	COUNTY	OTHER	TOTAL			
Personnel	E							
	B							766,535
Service and Contractual	E							
	B							100,000
Supplies and Materials	E							
	B							
Capital Outlays	E							
	B							
Other Expenditures	E							
	B							
DIRECT EXPENSES BUDGETED	E							-
	B				247,016	289,219	330,300	866,535
Use of State Institutions	E							-
	B							-
ALL BUDGETED EXPENSES	E				-	-	-	-
	B				247,016	289,219	330,300	866,535
Allotment Free	B							-
TOTAL ALLOTMENTS	E				-	-	-	-
	B	247,016	289,219	330,300	866,535			
Unallotted	B				-			
TOTAL APPROPRIATION	E	-	-	-	-			
	B	247,016	289,219	330,300	866,535			

MINNESOTA DEPARTMENT OF CORRECTIONS					
COMMUNITY CORRECTIONS ACT SUBSIDY					
RICE COUNTY					
BUDGET SUMMARY FOR THE <i>Juvenile Restitution</i> PROGRAM					
Budget Year		2012			
Expense/SOURCE		DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel	E				
	B				8,599
Service and Contractual	E				
	B				
Supplies and Materials	E				
	B				
Capital Outlays	E				
	B				
Other Expenditures	E				-
	B				700
DIRECT EXPENSES BUDGETED	E				-
	B			9,299	9,299
Use of State Institutions	E				-
	B				-
ALL BUDGETED EXPENSES	E	-	-	-	-
	B	-	-	9,299	9,299
Allotment Free	B				-
TOTAL ALLOTMENTS	E	-	-	-	-
	B	-	-	9,299	9,299
Unallotted	B				-
TOTAL APPROPRIATION	E	-	-	-	-
	B	-	-	9,299	9,299

MINNESOTA DEPARTMENT OF CORRECTIONS					
COMMUNITY CORRECTIONS ACT SUBSIDY					
RICE COUNTY					
BUDGET SUMMARY FOR THE <i>Training</i> PROGRAM					
Budget Year		2012			
Expense/SOURCE		DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel	E				
	B				
Service and Contractual	E				
	B				15,000
Supplies and Materials	E				
	B				
Capital Outlays	E				
	B				
Other Expenditures	E				-
	B				-
DIRECT EXPENSES BUDGETED	E				-
	B	15,000			15,000
Use of State Institutions	E				-
	B				-
ALL BUDGETED EXPENSES	E	-	-	-	-
	B	15,000	-	-	15,000
Allotment Free	B				-
TOTAL ALLOTMENTS	E	-	-	-	-
	B	15,000	-	-	15,000
Unallotted	B				-
TOTAL APPROPRIATION	E	-	-	-	-
	B	15,000	-	-	15,000

APPENDIX B: SALARY ROSTER

DEPT	NAME	POSITION	FTE	ANNUAL	HEALTH	LIFE	Benefits	TOTAL	
256	Budde, Sally	Clerk	1	\$37,655	\$0.00	\$25.92	\$5,752.50	\$43,433	
256	Curtis, Christine	Director	1	\$80,769	\$7,614.00	\$25.92	\$12,343.50	\$100,752	
256	Skluzacek, Linda	Clerk	1	\$31,863	\$14,940.00	\$25.92	\$4,875.00	\$51,704	
256	VacantVacantVacant	Administrative Asst.	1	\$35,471	\$14,940.00	\$25.92	\$5,422.86	\$55,860	
									\$251,750
257	VacantVacantVacant	Juvenile Supervisor	1		\$14,940.00	\$25.92	\$0.00	\$14,966	
257	Brewer, Angela	Prob Officer - Career	1	\$63,902	\$14,940.00	\$25.92	\$9,769.50	\$88,637	
257	Kang, Bunheang	Probation Officer	1	\$43,466	\$7,614.00	\$25.92	\$6,649.50	\$57,755	
257	Langer, Kate	Probation Officer	1	\$47,814	\$7,614.00	\$25.92	\$7,312.50	\$62,766	
257	Marquardt, Rochelle	Probation Officer	1	\$43,466	\$0.00	\$25.92	\$6,649.50	\$50,141	
									\$274,267
258	VacantVacantVacant	Adult Supervisor	1		\$14,940.00	\$25.92		\$14,966	
258	Bauer, Chris	Prob Officer - Career	1	\$63,902	\$14,940.00	\$25.92	\$9,769.50	\$88,637	
258	Duhme, Stephanie	Probation Officer	1	\$45,630	\$14,940.00	\$25.92	\$6,981.00	\$67,577	
258	Elwell, James	Probation Officer	1	\$56,492	\$7,614.00	\$25.92	\$8,638.50	\$72,770	
258	Hedenstrom, Kim	Probation Officer	1	\$47,814	\$14,940.00	\$25.92	\$7,312.50	\$70,092	
258	Langer, Aaron	Prob Officer - Career	1	\$58,130	\$14,940.00	\$25.92	\$8,872.50	\$81,968	
258	Martinez, Tracy	Probation Officer	1	\$47,814	\$14,940.00	\$25.92	\$7,312.50	\$70,092	
258	Mian, Shahwana	Probation Officer	1	\$43,466	\$7,614.00	\$25.92	\$6,649.50	\$57,755	
258	Niessen, Brian	Probation Officer	1	\$43,466	\$0.00	\$25.92	\$6,649.50	\$50,141	
258	Pecore, Jennifer	Prob Officer - Career	1	\$60,450	\$7,614.00	\$25.92	\$9,243.00	\$77,333	
258	Vosejka, Shawn	Probation Officer	1	\$56,492	\$7,614.00	\$25.92	\$8,638.50	\$72,770	
259	VacantVacantVacant	Juv. Crew Leader	0.25	\$5,967			\$488.80	\$6,456	\$730,560
								\$1,256,576	\$1,256,576

APPENDIX C: DOC FUNDED POSITIONS

The following positions are funded with additional MDOC grants:

- | | |
|-----------------------------|--|
| Caseload/Workload Reduction | Aaron Langer - Pretrial (.5 FTE)
Kim Hedenstrom – Traditional PO
Stephanie Duhme – (Career) DV PO
Brian Niessen – Traditional PO
Angela Brewer – (Career) Juvenile High Risk
Linda Skluzacek - Clerical |
| Adult Felony Reduction | James Elwell – Adult PO |
| Sex Offender Supervision | Chris Bauer |