

## ADVISORY BOARD MEETING MINUTES

**County:** Shelby

**Date:** 4/6/2021 **Time:** 4:00PM

**Location:** Via Zoom

### Members Present:

Josh Martin, Lindsay Devine, Terri Bodine, Kathleen Miltz, Rebecca Eckles-Burris, Brad Landwerlen, Jeremiah McAdams, Jennifer Weimer, John DePrez, Louis Koch, Judge Apsley, Don Parker, Leigh Langkabel, Judge Riggins

### Members Absent:

James Garrett, Woody Wethington, Ron Hounshell, Norm Gahimer, Andy Eads, Mark Weidner

### Non-Members Present:

NA

### Call to Order

**The Advisory Board was called to order by:** John DePrez

**Time:** 4:03pm

### Roll Call/ Determination of a Quorum

Quorum (6) present

### Meeting Minutes Approval

Brad Landwerlen approved

### Quarterly Reports

*(This should include data submitted to IDOC for each entity)*

Participants: 565 (January 1, 2021- April 1, 2021)

### Participant Statistics

*(This should include the number of participants actively on each level of supervision within each entity)*

Home Detention: 96  
Pre-trial Electronic Monitoring: 8  
Forensic Diversion: 0  
Pre-trial Adult Day Reporting: 0  
Adult Day Reporting: 2  
Community Transition Program: 2  
Community Service: 52  
Juvenile: 11

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**Financials**

<b>Balance of IDOC Grant Fund:</b>	\$ 177,052.25 (As of February 28, 2021)
<i>(This should include the balance of the account as well as the status of the annual budget)</i>	
<b>Balance of Project Income:</b>	\$ 179,315.06 (As of February 28, 2021)
<i>(This should include the balance of the account as well as the status of the annual budget)</i>	
<b>Collected Project Income:</b>	\$52,305.97 (as of March 31,2021)
<b>Balance of CTP Fund:</b>	\$26,010.88 (as of February 28,2021)
<b>Balance of Other Funding Sources:</b>	
<b>Financial Concerns:</b>	

**Performance Measures**

<i>(This should include a summary of progress with the 5 goals submitted to IDOC for each entity)</i>
2021 Performance Measures approved electronically by AB on 3/23/2021.

**Audits**

<i>(This should include any audits completed on each entity and the results)</i>
NA

**Staff Trainings Completed**

Race & Ethnicity, Sexual Orientation & Gender Identity, Disability, NAMI, Glock Orientation and Qualification
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**Votes/ Approvals**

(see new business) Judge Riggins made a motion to approve the Criminal Justice and Advisory Board combining. Terri Bodine seconded, and it was carried by a unanimous vote of all AB members present.
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**Needs of the Entities**

Security cameras should be on 1 system. CC's system is not linked with the Sheriff's Department right now.
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**Upcoming Events**

Development of a local job network for participants, Partnership meeting with ECHO Effect, Partnership meeting with Crossroad Community Church for a Juvenile Financial Skills Class, Spring IACCAC.
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**Old Business**

NA

**New Business**

A. Discussion House Bill 1068: Terri Bodine emailed some information out about this previously. House Bill 1068 resembles the CC Advisory Board & Criminal Justice quarterly meetings. Terri reported the CC Advisory Board can also be the Criminal Justice Board- they can become combined. The Criminal Justice Board requires an annual report March 31<sup>st</sup> of every year. Terri reported that Probation and CC can work together to submit report. Judge Riggins made a motion to approve that the Advisory Board meetings will also be the Criminal Justice meetings. Terri seconded and was carried with a unanimous vote of all AB members present.

**General Discussion and Announcements**

Josh gave an update for the Executive Director Report.

- Josh reported that over the last 9 months he has hired 6 new employees with a new Administrative Assistant & Receptionist. CC has implemented a new training program due to all the changes.
- Josh reported that CC is working with the Blue River Foundation to obtain a grant for a new art program for juveniles. Meeting with ECHO & Crossroad Community Church this week to get more ideas on this program.
- Since our last AB meeting there have been 2 employees that are now trained & qualified and are able to carry in the office. Josh has a gun safe in his office if an employee needs to use the safe they are able to do so.
- The new Administrative Assistant will be having fee compliance meetings with participants who are behind on fees. These meetings will help the participants with their current finances along with their home detention finances. This will help the participant see what they can afford.
- Josh reported making a staff title change to IDOC (Intake Coordinator to Case Manager 1). Josh will ask for this salary through the grant since it is being paid out of PI account currently. If the IDOC grant paid for this positions salary it would help the CC PI account.
- Financial update: Profit and loss statement was emailed to all AB members. In 2020, CC lost approximately \$80,000 in the PI account. 2021 looks better as of March. Josh has started educating staff on finances with tables & graphs to visualize. As of now, CC can sustain for approximately 26 months.

**Adjournment**

**A motion to adjourn was made by:** John DePrez

**Time:** 4:26pm

**Next Advisory Board Meeting**

**Date:** July 6, 2021      **Time:** 4:00pm

**Location:** Via Zoom

**Other Comments:**

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Judge Riggins asked if the new probation building and CC had been connected. It is believed that the opening will happen in the next 2 weeks. Terri & Josh will have to figure out security once they open the pathway. Louie Koch reported that in the last Commissioners meeting the Commissioners accepted a bid from Tubesock and Rob Nolley advised that there will be 15 secure doors in the new building. Louie advised to get the backing of the 3 Judges to get a sixteenth door for the CC building so it is also secure. Tubesock will control door fobs. Judge Riggins asked that Josh get with him on 4/7/21 regarding this secure door/security.

**Minutes Approval**

<b><i>Date of Approval:</i></b>	4/6/2021
<b><i>Advisory Board Chair or Designee:</i></b>	John DePrez
<b><i>Signature:</i></b>	