

County:	Shelby
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Date:	4/18/2023	Time:	4:00pm
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Location:	Probation Department
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Members Present:
Don Parker, Alison Everhart, Scarlett Tinsley-Price, Kathleen Miltz, Sarah Dudley, John DePrez, Jeramiah McAdams, Lindsay Devine, Josh Martin

Members Absent:
Judge Meltzer, Judge Riggins, Judge Apsley, Mark Weidner, Louie Koch, Andy Eads, Leigh Langkabel, Jennifer Weimer, Norm Gahimer, Brad Rund, Brad Landwerlen

Non-Members Present:
NA

Call to Order	
<i>The Advisory Board was called to order by:</i>	John DePrez
<i>Time:</i>	4:04pm

Roll Call/ Determination of a Quorum
Quorum (6) Present

Meeting Minutes Approval
Don Parker approved.

Quarterly Reports
<i>(This should include data submitted to IDOC for each entity)</i>
Participants: 104 (January 1, 2023, to March 30, 2023)

Participant Statistics
<i>(This should include the number of participants actively on each level of supervision within each entity)</i>
Home Detention: 60 Pretrial Electronic Monitoring: 6 BACtrack: 3 Forensic Diversion: 0 Pretrial Adult Day Reporting: 0 Adult Day Reporting: 2 Community Transition Program: 0 Community Service: 30 Juvenile: 13

Financials	
Balance of IDOC Grant Fund:	\$314,552.14
<i>(This should include the balance of the account as well as the status of the annual budget)</i>	
Balance of Project Income:	\$149,467.35
<i>(This should include the balance of the account as well as the status of the annual budget)</i>	
Collected Project Income:	\$87,725.27 (PI Collected YTD)
Balance of CTP Fund:	\$50,900.91
Balance of Other Funding Sources:	NA
Financial Concerns:	See last meeting's slideshow and this meetings notes.

Performance Measures
<i>(This should include a summary of progress with the 5 goals submitted to IDOC for each entity)</i>
Performance measures have been submitted. Mid-point data will be submitted on 7/15/23.

Audits
<i>(This should include any audits completed on each entity and the results)</i>
<ul style="list-style-type: none"> Audits were conducted on 3/20 – 3/23. Quarterly Chats were scheduled with staff members on 4/19.

Staff Trainings Completed
<ul style="list-style-type: none"> IRAS Training Human Trafficking Training NAMI Mental Health & CJ Summit Implementation and Best Practices in a Correctional Setting Lunch & Learn with Probation: 2/28 Gun Range Qualifications

Votes/ Approvals
<ul style="list-style-type: none"> Approval of the Minutes & Financial Reports: Kathleen Miltz approved and was seconded and carried by a unanimous vote of the AB members present. Approval to submit the Reinvestment Grant: Scarlett Tinsley-Price approved and was seconded and carried by a unanimous vote of the AB members present. Approval to pursue what Josh thinks is necessary for the current open field officer position: John DePrez approved and was seconded and carried by a unanimous vote of the AB members present.

Needs of the Entities

- See February 2023's Advisory Board PowerPoint presentation.

Upcoming Events

- Red Ribbon Breakfast / Drug Free Coalition
- Jean's Day / Child Abuse Awareness Month
- Spring French Lick IACCAC Conference
- MRNISO Conference
- Lunch & Learn with Probation: Gallahue Refresher 4/13, Jobs For Life & Purdue Manufacturing Program 4/25, Field Visits/Radio Etiquette 5/3
- CPR Training with Probation

Old Business

- a. None

New Business

a. **Justice Reinvestment Grant (vote):** Community Corrections will be asking for more money in this grant. Community Corrections has been given the same amount of money the past 1.1 years, so Josh is now going to ask for an increase in funding. This increase would cover all of our salaries if the county pays for our health insurance. Our budget will be much more doable if we can get more grant money. Probation is also asking for more money for 1 PO's salary and benefits, facilitator pay for our programs and workbooks for programs. Probation salaries look high because they are asking for 7.5% raise for PO salaries.

General Discussion and Announcements

- **Current numbers:** (see above) Josh reported on current Community Corrections current numbers.
- **Financial update and follow up:** Josh, Don Parker, Judge Riggins, Louie Koch and Tony Titus met together regarding Community Corrections finances. They proposed covering health benefits and they will go to Donna Cook and talk to the rest of the council and go from there. Josh will follow up with Leigh Langkabel since he is absent today. 1st quarter fees - \$22,000 our operations are at \$50,000 coming out of project income. March had a bill that was unexpected from our old monitoring company and another payroll (3rd payroll for the month) \$24,000 extra than what Josh had planned on. Cost saving measures: no more training for the year, no office supplies, no team building, no more field supplies, freeze spending right now. Used to pay 85% adult and 15% juvenile now we will pay 75% adult and 25% juvenile to help offset costs. Collection processes: the front office will call the participant based on the fee agreement and will call for drug screen fees. Currently an open field position: saving \$3,144.12 every month by not having filled that position. Not having that field officer has a negative impact on our operations. Josh wants to get through April and then post the position in May. Josh asked for feedback regarding the field officer position: John DePrez made a motion to pursue what Josh seems necessary for

the field position and Don Parker seconded the motion and was carried by a unanimous vote of the AB members present.

- Projects with Probation:** Lunch & Learns – Probation and CC staff have been getting together to have trainings and be more effective collaborating. Probation and CC are also collaborating on our intake process- some of the biggest areas to address during our intakes are: identifying needs of the participant and getting them into the appropriate programming as soon as they start supervision. Alison Everhart reported on a new program that CC & Probation are bringing to Shelby County: Purdue Manufacturing Extension: a 10-day workshop with OSHA certifications and recognized in Manufacturing. his targets underemployed and un-hirable individuals. Josh and Alison will continue to go to HR roundtables to make those connections in the community and get the word out about the Manufacturing Program. Also collaborating on Pre-trial participants and switching drug screen companies.

Adjournment	
<i>A motion to adjourn was made by:</i>	John DePrez
<i>Time:</i>	4:27pm

Next Advisory Board Meeting			
<i>Date:</i>	July 18, 2023	<i>Time:</i>	4:00pm
<i>Location:</i>	Probation Department		

Other Comments:
NA

Minutes Approval	
<i>Date of Approval:</i>	5/1/23
<i>Advisory Board Chair or Designee:</i>	John DePrez
<i>Signature:</i>	