

Clay County  
Comprehensive Plan  
March 1, 2024

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## Introduction

<b>Race and Hispanic Origin</b>	<b>Clay</b>
White alone, percent	88.30%
Black or African American alone, percent(a)	5.40%
American Indian and Alaska Native alone, percent(a)	1.90%
Asian alone, percent(a)	1.40%
Native Hawaiian and Other Pacific Islander alone, percent(a)	0.10%
Two or More Races, percent	2.80%
Hispanic or Latino, percent(b)	5.10%
White alone, not Hispanic or Latino, percent	84.30%

<b>Geography</b>	
Population per square mile, 2020	62.5
Land area in square miles, 2020	1,045.18
FIPS Code	27027

## Administration and Organization of Correctional Services

### ***DOC Vision***

Achieving justice through promotion of racial equity, restoration from harm, and community connectedness

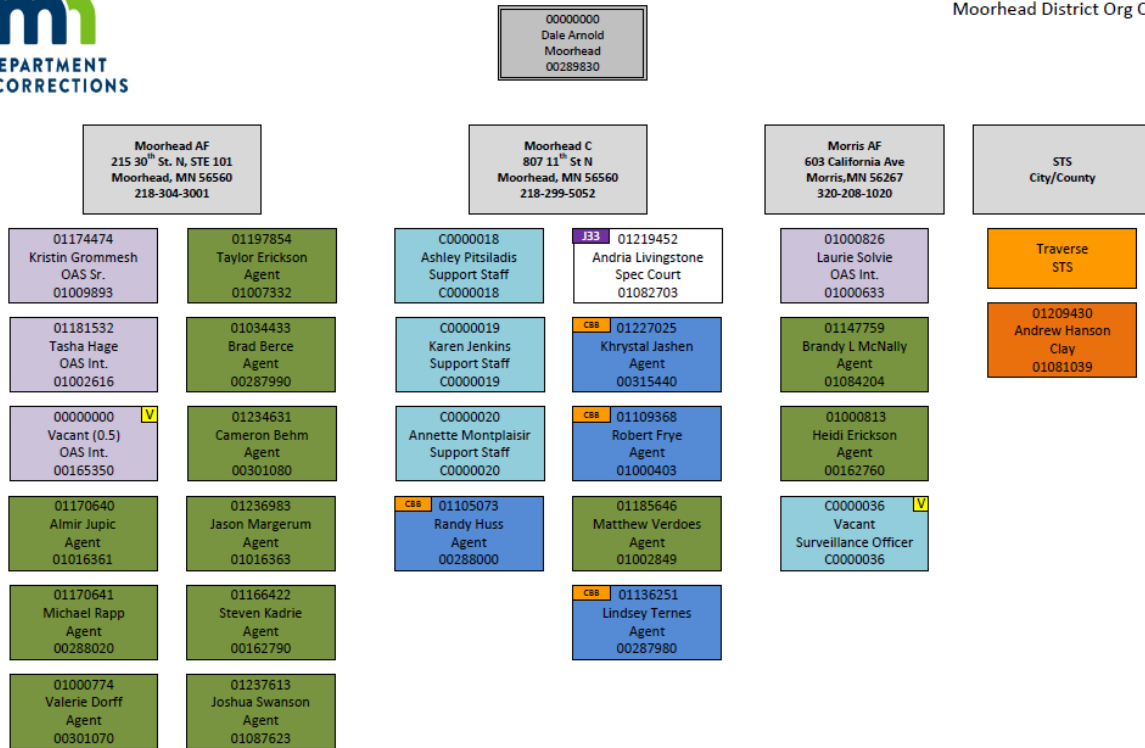
### ***DOC Mission***

Transforming lives for a safer Minnesota

# District Organization Chart



Moorhead District Org Chart



The Minnesota Department of Corrections (DOC) provides felony and supervised release supervision in 51 of the 87 Minnesota counties, and in 30 of those counties, the DOC also provides juvenile, and misdemeanor sentenced supervision. On any given day there are approximately 20,000 persons under probation and supervised release supervision. In addition, the DOC provides Intensive Supervised Release (ISR) supervision in 75 of the 87 counties for those persons that are released from prison with the highest level of risk for repeat sexual and violent offenses. The DOC also provides supervision in 82 of our 87 counties for those persons released from prison early to serve their time in the community after participating in the DOC Challenge Incarceration Program (CIP). Lastly, the DOC operates 21 Sentence to Service (STS) crews across the state.

Clay County is part of the Moorhead District under the MN Department of Corrections. Clay County Minnesota has a population of 65,929 (2022), wherein the vast majority of that population (44,861) lies in Moorhead, Minnesota. Moorhead site's two DOC supervision offices, one of which supervises felony level offenders both on probation and supervised release, and a separate office that houses misdemeanor agent staff, juvenile agent's, one specialty court Agent and one pre-trial supervision staff. Moorhead is cross river from a larger out of state city, Fargo North Dakota, which has a population of 131,444 (2022). Like all Minnesota supervisory jurisdictions, Moorhead district staff are not only responsible for transfer of clients in and around the state of Minnesota, they also control a significant amount of interstate traffic to and from the adjacent larger city of Fargo, North Dakota.

The DOC Moorhead District also includes the Minnesota Counties of Wilkin, Grant, Traverse, Big Stone, Stevens and Pope.

District Supervisor: Dale Arnold  
Office and Administrative Specialist Sr.: Kris Grommesh  
Office and Administrative Specialist Felony Office: Tasha Hage  
Office and Administrative Specialist Felony Office: Vacant  
Office and Administrative Specialist: Karen Jenkins  
Office and Administrative Specialist: Ashley Pitsiladis  
Office and Administrative Specialist: Annette Montplaisir  
Juvenile Agent: Lindsey Ternes  
Juvenile Agent: Khrystal Jahnsen  
GM/Misd. Agent: Randy Huss  
GM/Misd. Agent: Robert Fyre  
Low Risk Felony Agent: Taylor Erickson  
Medium Risk Felony Agent: Valerie Dorff  
Medium Risk Felony Agent: Steve Kadrie  
Medium Risk Felony Agent: Cameron Behm  
Medium Risk Felony Agent: Jason Margerum  
Enhanced Felony Agent: Matthew Verdoes  
Enhanced Felony Agent: Almir Jupic  
Enhanced Sex Offender Felony Agent: Brad Berce  
Enhanced Sex Offender Felony Agent: Mike Rapp  
Specialty Drug/Veteran's Court Agent: Andria Livingstone  
STS Crew Leader: Andrew Hanson

## Advisory Board

The DOC District Supervisor facilitates a quarterly Criminal Justice Advisory meeting to discuss County issues related to the justice system and to collaborate on how to best serve the community, together.

Any Justice partner is welcome to the meeting.

Those receiving Calendar invite are as follows:

Commissioner David Ebinger and Commissioner Frank Gross  
Mark Empting, Sheriff  
Chris Martin, Chief Deputy  
Shannon Monroe, Chief of Police  
Justin Vogel, Chief of Police -Glyndon  
Joel Voxland, Chief of Police - Barnesville  
Joe Backlund, Chief of Police - Hawley  
Tammy Merkins, Judge  
Jade Rosenfeldt, Judge  
Leah DuCharme, Judge  
Greta Smolsnisky, Judge  
Renelle Fenno, Court Administrator  
Lori Robinson, Court Administration  
Brian Melton Clay County Attorney  
Pam Foss, Asst. Clay County Attorney  
Cheryl Dyson, Moorhead City Attorney – Represents all Cities within Clay County

Steven Beitelspacher, Moorhead City Attorney – Represents all Cities within Clay County  
Mara Rausch, Public Defender  
Kari Tuton, Clay County Correctional Center  
James O’Donnell, West Central Regional Juvenile Center Superintendent  
Rhonda Porter, Director, Clay County Social Services  
Kirsten LePard, Clay County Social Services (CD Unit)  
Kristal Kadrie – Specialty Court Coordinator  
Curt Cannon, Veterans Service Officer

Subcommittees have been formed to address specific topics. Meetings are scheduled more often if needed.

Clay County is currently looking to implement a Juvenile Justice Advisory Board. Consideration is being given to utilizing the same group noted above, but merge into Juvenile topics later in the agenda. Additional stakeholders specific to Juveniles would be included.

### DOC Training Requirements:

Agents new to the DOC participate in a Statewide Training (STA) Academy. STA is spread out over three months, is hybrid in nature (courses in person & virtual platform) and consists of over 140 hours of instruction on evidence best practices (EBP) and how to effectively work with persons under supervision to assess and reduce their probability for future criminality, agent safety, as well as other general knowledge courses. Agents are required to complete 40 hours of training each year; 20 of which are to be EBP related. STS crew leaders are required to complete 40 hours of training, which includes an annual two-day Advanced Crew Leader training at Camp Ripley with instruction on chainsaws, tree felling, small engine repair, safety, and best approaches to working with clients and stakeholders. Support staff are required to complete 16 hours of training relevant to their position. See the FY 24 required training for Field Services in Appendix A.

In addition, Clay County Agents receive Mandated Reporter training via Clay County Social Services. They also provide us updated training on making referrals and gaining updated and relevant information pertaining to Comprehensive Assessments.

Clay County staff have also accessed training through the Fargo Veteran’s Affair Office, Red River Advocacy Center and other agencies offering educational programming, beneficial to the work we do.

### Overview of Supervision Population

See Appendix C

### Strategic Planning at the State Level

Each county may have goals addressing specific needs in their community. As an agency, Field Services’ main approach to transforming lives is targeting the drivers of criminality and providing interventions to address those needs to lower that person’s level of risk for criminality. As with most agencies, it is not just knowing what those strategies are, but who to prioritize for resources and how to effectively implement those strategies with high fidelity within an organization that leads to greater success.

### Use of Evidenced Based Practices with fidelity: (Normative Feedback)

All DOC Supervisors attended the Alliance for Community and Justice Innovation (ACJI’s) Implementation Leadership Academy on best approaches to implementation and sustaining culture change and will continue with coaching from ACJI. For all DOC counties, one of the main objectives is to continue to ensure that staff are using evidenced best practices with fidelity. In fiscal year 2024, all DOC counties will be ensuring that staff review the risk assessment results

with the person being assessed. (Normative Feedback). This helps the person under supervision have a better understanding of behaviors and thinking that place them at risk for ongoing criminality.

Agents have been implementing Carey Guides, Thinking Reports and utilizing EBP approaches to support the reduction of recidivism. In July of 2023, Agents received training specific to Normative Feedback and have since progressed to offering Normative Feedback to each client they serve at the time of intake as well as when they reassess a client due to timeframe or ongoing behaviors necessitating such. Agents began by practicing in pairs and worked towards practicing in coaching circles. Time was set aside for agents to practice this skill and gain confidence. District Supervisor has provided ongoing coaching to sustain and enhance Normative Feedback along with additional skills to be effective in the risk-needs-responsivity process.

### Council of State Governments (CSG)- Justice Reinvestment Initiative

All three MN delivery systems have partnered together and are currently receiving technical assistance from CSG and the Bureau of Justice Assistance (BJA) to continue to implement the recommendations for MN made by CSG after assessing the state's supervision procedures through the Justice Reinvestment Initiative. Legislatively, an oversight body, the Community Services Advisory Council (CSAC), was created with specific goals. That oversight group will provide both direction and approve recommendations from various statewide workgroups. Technical assistance was awarded to all 3 delivery systems to implement a statewide Risk/Needs Assessment tool. A workgroup was formed for this initiative and is actively working to implement one tool within the next year. All delivery systems have agreed to move forward with using the Level of Service/Case Management Inventory (LS/CMI) as MN's risk and needs tool. The workgroup is currently working to create a "Request for Proposal" for outside parties to submit interest in validating this tool for the state of MN. Once validated, MN will utilize this tool to determine risk and need areas and level of supervision for justice-involved adults. Additional tools may also be utilized for offense specific cases and other responsivity areas.

There is also a Phase II workgroup that is designated to assist in the implementation of many of CSG's original recommendations. Initially, this group is looking at creating a single standard of supervision for MN, regardless of what county/agency a client is supervised in. Additionally, implementation of a statewide behavior modification tool or incentives/sanctions grid, is being considered.

CSG is also aiding Minnesota in development of statewide supervision outcome data. A statewide data committee has been established to create statewide outcomes that are able to measure supervision success and return on investment. The committee has worked with CSG staff to identify outcomes that impact success, such as housing or mental health rates, the percent of persons under supervision that are successfully completing cognitive behavior or other treatment services to address their pathways to criminality, and data on recidivism, violation rates, and percent of those who successfully completed required conditions of supervision. The committee is currently working on where the data is located, the ability to gather data statewide and standards on data input for each agency to follow.

Lastly ISR Transformation historically has been focused on supervision standards across all ISR agencies where the supervision is structured at an individual level rather than a "program". The purpose of ISR Transformation is to develop standards and guidelines for the administration of ISR that increases success (desistance), enhances equity, and appropriately balances the need for public safety with person-centered approaches. ISR Transformation is currently working on implementing the changes established by the working group in CY 2024.

## Strategic Planning at the Local Level

The Minnesota Department of Corrections currently provides multiple programming initiatives for the clients of Clay County.

An active Drug and Veteran's Specialty Court provides a level of enhanced supervision to clients within Clay County. This (Agent) position allows for a smaller caseload with a higher level of interaction with participants. This program is challenged annually due to grant funding needed to support the program in its entirety. We have utilized the local probation revenue account to support the Agent position as well as for program incentives. As part of the strategic planning process, the specialty Court Agent position will continue to have adequate funding to maintain this effective programming. The MN DOC further supports this program by offering the testing equipment and lab costs are covered by the DOC.

Clay County is in early discussions of implementing a DWI Specialty Court. Training dates are being confirmed and ongoing discussions continue to create the Team, implementing eligibility criteria and developing a handbook.

Cognitive programming continues to be an effective intervention that is supported by the Department of Corrections and Clay County Court. As part of strategic planning there will continue to be goals of providing this programming to a larger number of clients. This can be accomplished by continuing to train staff and working towards cost reduction of programming services.

Specific agent caseloads assigned to juvenile, sex offender clients, domestic violence and substance abuse clients allows for individualized programming and case management services. Three Agents within Clay County are trained to facilitate Decision Points. Several Agents are trained in the delivery of Thinking for a Change and can offer sections of this intermittently to their client. Agents are well versed in utilizing Carey Guides and Thinking Reports during their day-to-day contacts with those they serve.

## Pre-Trial, Diversion and Other Services

Pretrial standards based on best practices focus on maximizing court appearances and providing referral for services, rather than release condition compliance. Please see Pre Trial-Best Practices in Appendix B.

Clay County Attorney's and City Attorneys can recommend to the Court someone be placed on Pre-trial support under the DOC. The DOC has one agent assigned to manage Pre-trial support which includes but is not limited to reminding person of their Court dates and time. They may be asked to submit to a drug/alcohol screening. Resources within the community are also shared with those on Pre-trial support. If a violation occurs during pre-trial status, it is referred back to the County or City Attorney's office for review and follow up.

### **What adult pre-sentence investigations, post-conviction investigations, and reports for the district court are made, as well as how juvenile social history reports are made:**

The Contract Office completes GM/Misd. Pre-sentence Investigation Reports to include Pre-dispositional Reports for youth, on a rotating basis amongst the agents. Juvenile reports include Extended Juvenile Jurisdiction and Certification reports. They also complete progress reports referenced at (90 day) review hearings while a youth is in placement. The Felony Office completes Felony Pre-sentence Investigation Report with a Sentencing Worksheet to the Court, also on a rotating basis if not a specialized offense/caseload. i.e., Sex Offense. All probation staff are in a rotation to complete the Minnesota Pre-trial Assessment Tool (MNPAT) weekly. Agents also complete Violation reports for the Court as well as Sanctions Conference report for the Court, an informal means to address technical violations. The manner in which conditional release services to the courts and persons under the jurisdiction of the commissioner are provided.



Releases from our Minnesota Correctional Facilities are assigned based on location, offense and previous agent history. These are assigned to our Felony Agent staff per the MNSTARR Risk Assessment tool. A releasee makes a release request and such is investigated to ensure homelessness is avoided and the highest potential for success is being considered.

## Narrative of Core Interventions and Evidence-based Practices (EBP)

The DOC uses risk, need, and responsivity principles for effective case management that adhere to the following:

### **The DOC Key Supervision Principles:**

#### **Use of validated risk needs and responsivity assessment tools that are validated and evaluated for disparities.**

Primary assessment tools are LS/CMI and Youth Level of Service/Case Management Inventory (YLS/CMI) as the overall tool for most persons under supervision. For sex-specific crimes, the DOC uses the Static 99 and Stable, and the DOC MNSTARR 2.0 for risk on supervised releasees from a MN Correctional Facility. Field Services' policy is to have the assessment completed within 30 days of the person being placed under supervision and reassessed annually for adults and every six months for juveniles. The CSAC has prioritized validation of the LS/CMI tool for MN's justice-involved population in 2024.

For the Juvenile population we also provide the MAYSI Screening tool to each youth we serve. This is then followed up with a referral, as needed.

#### **Supervision intensity and case management contacts vary based on level of risk per normed cut off scores.**

Interventions are most effective in reducing recidivism when they match a person's assessed level of risk. The focus of supervision should be on moderate, moderate-high, and high-risk persons. Contacts include office, home, and virtual contacts. Low risk persons should receive support and assistance in completion of conditions that do not require a supervision agent to perform.

To manage caseloads and allow time sufficient to provide effective interventions, Agents assess the person as noted above. Contacts are determined based on the level each person is assessed at. Contacts can be increased or decreased, based on the needs of the individual. Agents consistently reassess each client to ensure their supervision level is accurate. Agents will recommend early discharge for those individuals who have completed the conditions as ordered by the Court and who have been able to maintain and sustain prosocial attitudes, beliefs, and behaviors within the Community for a period, most often a year after completion of programming or conditions. By discharging those who have shown ability to change past behaviors, Agents are able to focus on those requiring additional supervision and support within the Community.

Clay County would benefit from increasing their agent staff, reducing the ratio of Agent to Client. Clay County is in the beginning stages of implementing a DWI Court. Grant funding to support an Agent position is being sought by the Coordinator and Team. This would allow for 15-20 DWI cases specifically to be placed under this new position, in turn having a positive impact on the caseloads.

#### **Adherence to general responsivity and providing cognitive behavior interventions.**

Agents use core correctional practices, motivational interviewing, and skill directed interventions that include modeling, practice, and homework. All DOC agents are trained and provided electronic Carey Guides and 170 agents have Tools on Devices.

Several Agents recently received training in Decision Points, a cognitive program, and will begin to facilitate this in group settings within Clay County in FY25.

**Addressing specific responsivity such as mental health, housing, gender, and culturally specific services.**

The Minnesota Department of Corrections supports housing first initiatives and collaboration for addressing mental health needs, gender specific interventions that target unique pathways into the justice system and working with Tribal Nations on supervision and intervention partnerships. The DOC has four full time staff that help work with persons and communities around housing needs. DOC supervisors and staff that work closely with our Tribal Nations participated in Tribal Relations training offered by the University of Minnesota in this last year and DOC has started to track tribal affiliation in our data management system for future gap analysis of programming needs.

The MN DOC has a leased house located in Clay County. This has been utilized to avoid homelessness for several individuals who are on either ISR or Traditional level Supervision within this community. The DOC has also offered housing by means of a hotel room when justice involved individuals are homeless. The MN DOC has a Housing Support Specialist based out of Moorhead, MN and is utilizing this resource to better meet local needs.

Regarding other responsivity measures, the MN DOC District Supervisor is on the Governance Board for the Local Clay County Collaborative, while an agent is also on the local committee. The Collaborative gains state funds and then requests are made to fund local programming and resources beneficial to the youth in the community. These resources include local schools throughout Clay County, Homeless Shelters, parental supports, transportation, mental health, and juvenile diversion programming. It is the mission of the collaborative to *“Bring service systems together to coordinate and integrate resources/services for children, youth, and families.”*

Probation will often hold “Meet and Greets” with local service providers in an effort to maintain relationships. Services and providers and responsivity programming options are often changing and therefore it is important to have the most updated information relevant for those we serve.

The DOC Juvenile Agents organizes and facilitates monthly meetings for School Resource Officers, Social Services, School Counselors, etc., to support youth at risk of entering the juvenile justice system. Adult Probation Agents also host monthly meetings with representatives from Law Enforcement and the County Attorney’s office to staff high risk clients, safety issues, client responsivity issues (such as housing options and risks) with pending cases or those that may be on warrant status.

**Caseload sizes for supervision intensity should be capped based on normed supervision and task workload studies.**

Minnesota Department of Corrections uses supervision workload points tracked in CSTS to manage caseload sizes. Moorhead District is partnering with two other Districts to provide an EBP Specialist position to further support the training and coaching of EBP tools and approaches. We are also partnering with those Districts to create an additional Agent position which will focus on the minimum risk population, allowing other staff to prioritize the medium and high-risk populations.

Clay County, while pursuing a DWI Court Grant, may gain an Agent position specific to that caseload, funded by a Grant.

**Early discharge should focus on effective intervention and not just completion of conditions.**

Clay County probation is consistent in monitoring and evaluating a client’s level of supervision needed, to include when it would be appropriate to request an early discharge from the Court. Agents take into consideration the persons adjustment while on supervision, any informal or formal violations filed, completion of conditions and lastly, a period of

time maintaining within the community. Clay County was recognized as being very efficient and effective in this practice most recently. This has allowed for better focus and management of the higher risk clients.

**The focus of supervision is skill development.**

While supervision focuses on conditions, agents work with clients in developing new skills to avoid future recidivism is the key to long term success. Agents will model different activities to support those they serve. Agents walk through and model gaining and submitting a job application, interviewing, resolving conflict, etc. The Agent will also offer other tools such as the Cost Benefit tool for the client to further process what decision to make when it is difficult.

**Use of incentives and adherence to the 4 to 1 positive ratios.**

Agents are trained in using reinforcements which have proven to be more effective in supporting behavior changes than the use of punishment. Clay County offers incentives and rewards to clients such as bus tickets/passes, school supplies, gift cards for local shops and grocery stores, approving travel, etc. Probation also has an open room full of clothing, household items, furniture, etc. for anyone in need. Agents encourage those they serve to check it out. Many have been provided clothing for job interviews, children's clothing, toys and needed household items.

**Utilize community-based interventions compared to the reliance on out of home placements including incarceration for technical violations.**

Programming and services in one's local community should be exhausted prior to recommending revocation. The utilization of cognitive programming is used as a sanction to provide effective programming. This provides an effective person-centered approach to address each individual risk, needs, responsivity. Clay County utilizes a pre-placement screening Team to review upcoming potential out of home recommendations to be made to the Court. Staff utilize least restrictive placement, escalating the structure and security as needed. West Central Regional Juvenile Center is a local resource that has met most needs within the County, having different levels of programming.

## Victim Concerns

Within Clay County the Department of Corrections works towards providing effective communication with victims. This begins during the presentence investigation process and working with the County Attorney and Victim Services. This continues into supervision by being available to victims and allowing them the opportunity to be part of the change process through effective programming such as sex offender, domestic violence and/or cognitive programming.

Probation Agents facilitate a Victim Impact Panel, quarterly. They have three speakers present in the small group while also utilizing the Carey Guide addressing Driving While Intoxicated. Having a smaller group and utilizing this tool allows us to take a Restorative Justice approach and have participation from those attending. Speakers represent different perspectives, losing a friend to a drunk driver, being the drunk driver and having an injured family member due to his own drunk driving. This has offered a safe space for many of the participants to openly engage and not feel blamed or shamed in this environment. Funds gained from our local panel are utilized towards client affirmations/rewards.

## Correctional Fees

Please describe your agency's use of correctional fees including the following:

- Types of correctional services for which fees are imposed (supervision and program fee schedule).
- Aggregate amount of fees imposed in CY 2022.
- Aggregate amount of fees collected in CY 2022.

Fee Description	2022 Fees Imposed	2022 Fees Collected
County Supervision Fee	15,400.00	6,544.67
DOC Supervision Fee	82,180.00	18,748.80
<b>Total</b>	<b>97,580.00</b>	<b>25,293.47</b>

## Contracted Services and Proposal and Proposals for New Services

The Minnesota Department of Corrections covers all electronic monitoring costs for supervised release clients through a contract with BI Incorporated. All counties, regardless of delivery system, have access to the contract. Monitoring is generally established prior to the client's release from the MN Correctional Facility or through a violation hearing or restructure recommendation. All other clients can access EHM/REAM from local providers such as Alternative Corrections and Midwest Monitoring. Agents provide resource information, while the client is able to choose the provider.

### STS Contract

Clay County has supported an STS Contract with the MN DOC, historically. We have one Crew Leader who focuses on gaining crew members to manage projects and events within the Community. Members of the Crew are referred from the Courts, Jail, and/or probation agents. The Crew has assisted with putting up and tearing down all local community events held within Clay County. Dilworth has Loco Days, Hawley has the Rodeo, etc. The Crew has painted Churches and County buildings and has also maintained landscaping at several sites. The program has also assisted in clearing out condemned houses prior to demolition. The Soil and Conservation District requested assistance to plant trees and the crew was able to assist with this. The Crew Leader is also intentional about discussing pro-social activities with crew members. He has assisted them in gaining and filling out job applications. The goal is to assist each member in developing good employability skills and helping them gain employment prior to release from the jail, or as soon as possible while in the community and on supervision. The MN DOC provides an STS Conference training and has offered this to the local Work Detail Crew Leader. The Crew Leader has connected with many non-profit organizations to meet local needs within the community while offering a means for the person to give back and learn new skills beneficial to their future.

## Budget

Row Labels	FTEs	FY24	FY25	Total
<b>Felony</b>	<b>12.84</b>	<b>\$ 1,620,967.82</b>	<b>\$ 1,693,911.37</b>	<b>\$ 3,314,879.19</b>
Agent	9.35	\$ 1,078,709.22	\$ 1,127,251.13	\$ 2,205,960.35
Cost - CE		\$ 164,700.35	\$ 172,111.87	\$ 336,812.22
Cost - Interstate		\$ 61,451.94	\$ 64,217.28	\$ 125,669.21
Cost - Mgt-Admin		\$ 77,995.75	\$ 81,505.56	\$ 159,501.31
OAS Sr.	0.50	\$ 38,775.22	\$ 40,520.10	\$ 79,295.32
Supervisor	0.49	\$ 69,337.05	\$ 72,457.22	\$ 141,794.27
Support	2.00	\$ 129,998.29	\$ 135,848.22	\$ 265,846.51
<b>Non-Felony</b>	<b>7.62</b>	<b>\$ 531,270.66</b>	<b>\$ 555,177.84</b>	<b>\$ 1,086,448.50</b>
CBB - Agent	4.00	\$ 418,146.70	\$ 436,963.30	\$ 855,110.00
Cost - Mgt-Admin		\$ 45,088.34	\$ 47,117.32	\$ 92,205.66
OAS Sr.	0.31	\$ 23,963.08	\$ 25,041.42	\$ 49,004.51
Supervisor	0.31	\$ 44,072.54	\$ 46,055.80	\$ 90,128.34
<b>Grand Total</b>	<b>20.47</b>	<b>\$ 2,152,238.48</b>	<b>\$ 2,249,089.21</b>	<b>\$ 4,401,327.69</b>

## Salary Roster:

Classification	Budget Label	Min	Max
Office & Admin Specialist Int	Support	\$40,862.00	\$54,184.00
Office & Admin Specialist Sr	OAS Sr.	\$43,764.00	\$59,237.00
Corr Agent	Agent, CBB Agent	\$50,530.00	\$81,557.00
Corr Program Director	Supervisor	\$75,126.00	\$108,221.00
District Supervisor	Supervisor	\$90,390.00	\$129,247.00
Regional Manager	Cost - Mgt-Admin	\$96,800.00	\$138,883.00
Director	Cost - Mgt-Admin	\$115,800.00	\$165,683.00
Management Analyst 1	Cost - Mgt-Admin	\$47,210.00	\$68,298.00
Management Analyst 3	Cost - Mgt-Admin	\$55,624.00	\$81,557.00

## Highlights

Recent implementations include a Pre-trial Support program. We continue to evaluate this program and address any questions or concerns. We hope to increase the numbers if this proves to be a valuable service to Justice Involved individuals, while becoming more consistent with the overall referral process.

The MN DOC has implemented a Victim Impact Panel which incorporates EBP tools such as the Carey Guide – The Cost of a DWI. We also have a restorative justice approach in offering an open discussion at the end to include capturing the

participant’s “take away” from the panel. The panel speakers spend approximately a half hour each in open engagement with the participants. Two Agents attend and co-facilitate these panel events.

Juvenile Agents continue to support the Moorhead City Youth Program, lending more “hands-on deck” to a valuable program offering support and pro-social activities to youth at risk of out of home placement.

Juvenile Agents continue to seek programming valuable for teenagers in this County. They have researched “calm yoga” among other unique approaches to handling anger, etc. One Agent is approved by the District Supervisor to be trained in Prison Yoga, to support the efforts of the Clay County Correctional Center as they look to implement this within their facility. The Agent could be available to co-facilitate this within the Correctional Center as well as continue this within the community upon their release.

Our Specialty Court has looked to incentivize prosocial behaviors and follow through of those participating in the program, utilizing bigger “draws” and by also implementing bi-yearly draws of \$250. Each time the participant has a good review they are able to put their name in for this drawing. The goal is to have your name in this drawing as often as possible to increase your chance of being drawn for the \$250.

Clay County’s vision for their Courthouse is to create a Justice Center and would contain the Contract Probation Office as well as the Felony Office. Merging both office into one location would create and increase efficiencies in several areas. The District Supervisor will continue to work with the Facilities Director in determining how best to utilize space and accommodate the number of staff needing to function within the space. Having the Felony Office within the same location as the Contract office would offer consistency for those on supervision as well as our stakeholders, also providing better access to collaborate with other stakeholders and service providers. This is on a short time-frame, hoping to complete this prior to July of 2025.

Staff are very invested, personally and professionally, within the community. This staff is often volunteering their time and supporting the activities/events of other service providers/agencies. There is a high level of collaboration within Clay County, with great effort made by all stakeholders to ensure the needs of those we serve within the community can be met.

## Appendix A Training Requirements

Title	Hours	Applicability	Description
Defensive Tactics	8	All DT trained staff	Recertification for all staff previously trained in defensive tactics.
Office Safety	3	All office staff (STS discretionary)	Office safety training w/scenarios
EBP Trainings	20	All Agents	2 hrs. of training for each of the following: Case Planning, MI, CCP, Carey Guides, LSCMI/YLSCMI, formal/informal boosters, COPs Staff will be required to obtain the remaining 10 hours through self-learning opportunities and/or formal learning (literature review, webinars, EBP Café videos, additional boosters, other training opportunities). Staff can access EBP resource information: <a href="https://mn.gov/doc/assets/Virtual%20EBP%20Options%204-2023_tcm1089-572601.docx">https://mn.gov/doc/assets/Virtual%20EBP%20Options%204-2023_tcm1089-572601.docx</a>
Interstate Compact	2.5	All ICOTS Users	2.5 hours of refresher or advanced course regarding Adult Interstate Compact

Trauma Informed Care	1-2	All Staff	TBD
Intrastate Transfer/Release Planning	4	Agents	Updated policy changes (Spring 2024)
MNPAT	1	Staff who complete Bail Evaluations	Release January 2024 (training Dec 2023)

**The below will be discretionary training.**

Title	Hours	Applicability	Description
NARCAN	1	All staff carrying Narcan or requesting to carry	Naloxone training to administer nasal spray in OD incidents. Review of Opioid exposure and signs/symptoms
Chemical Irritant	1	All staff issued CI	TBD-is this needed for re-cert
Mental Health Training	TBD	All staff who have contact with clients	TBD
Tribal State Relations Training	TBD	All agent staff who work with Tribal Nations	Culturally Specific Training
Adverse Childhood Experience Training (ACES)	TBD	Agent Staff	Understanding the tool and what it means when working with clients
Sovereign Citizen Training	TBD	Agent Staff	Understanding the culture of sovereign citizens and how to work with this population

## Appendix B Pre Trial-Standards

### Operationalized Mission

The DOC's mission as it relates to pretrial monitoring is to enhance public safety through evidence-based strategies that minimize re-arrest, ensure court appearance, and provide support for released defendants.

Staff will be educated in best practices regarding pre-trial monitoring and will share this knowledge with local stakeholders. It is strongly recommended that stakeholders meet and regularly discuss the framework within which pretrial monitoring will occur as well as to discuss responses to pretrial failures. Information pertaining to community safety issues regarding pretrial monitoring should be discussed with stakeholders on an on-going basis.

### Universal Screening

A designated risk assessment tool approved by Judicial Council will be completed on all offenses required by Minnesota Statute 629.74, with encouragement for use on all assault related misdemeanor and gross misdemeanor offenses to include DANCO Violations. Court involved stakeholders will be encouraged to utilize

the risk assessment scores, in addition to other information presented at the preliminary hearing, when making decisions regarding Release on Recognizance, Pre-trial Monitoring or Remanding a defendant.

### Validated Pre-Trial Risk Assessments

Once placed on pre-trial monitoring, the designated risk assessment tool approved by Judicial Council will be used to determine level of supervision.

### Sequential Bail Review

Process by which agents can target scheduled court hearings to address non-emergency violations of pre-trial monitoring, progress reports or make a recommendation to the Court to end pretrial monitoring in the community due to positive adjustment. Agents will not be requesting any changes to monetary bail. Agents may also request adjustment regarding conditions of supervision. Emergency issues will be addressed with the Court as needed.

### Risk-Based Monitoring - Minimum Standards

Following a court order for pre-trial monitoring, a validated risk assessment as noted above will be utilized to place defendants into one of three categories for pre-trial monitoring:

- Only the highest risk defendants, based on the validated risk assessment, will receive formal pre-trial monitoring support. Low and Medium scores will result in minimal interaction with corrections staff.
- Low & Medium: Contact with the defendant will occur as needed and necessary to accomplish or assist in compliance with pre-trial monitoring conditions. These levels will involve monitoring of conditions as ordered by the Court, such as EHM, drug testing, and violations regarding new criminal behavior.
- Monitoring may take place electronically, by phone and/or virtually. Ideally, low scoring defendants will not be placed on pre-trial monitoring to DOC.
- High: Contact with the defendant will occur a minimum of once per month. Contact may be virtual and/or office visit. This level will involve monitoring of conditions as ordered by the Court, such as EHM, drug testing, and violations regarding new criminal behavior.

### Focus for Contacts:

- Reminder of next Court date
- Update phone/address/employment information. Agent will remind client to contact Court Administration with updated address. Agent will provide updated address information to Court Administration as well.
- Inquire as to if they have had any new arrests/citations.
- Provide information around housing, employment and any other resources requested by the client.



- Follow up with any court ordered obligations as appropriate (i.e., chemical and/or mental health assessments, color wheel testing, etc.)
- Increase/decrease pre-trial monitoring in the community based on adjustment and/or risk assessment.

#### Boundaries of Pre-Trial Monitoring:

- Absolutely no discussion regarding any details of their alleged criminal offense. All defendants will be referred to their defense attorney for these types of discussions.
- Agents will not provide an opinion regarding plea agreements during the pre-trial monitoring process.
- Agents MAY comment on cooperation regarding pre-trial monitoring.
- Court Reporting Process (violations/progress/discharges)
- Violation/Progress/Discharge reports will be filed as needed by the agent directly with the Court for review and decision making. Copies will be served to the prosecuting attorney and defense attorney.
- Performance Measurement and Feedback
- Percentage of pre-trial defendants who made all Court appearances (CSTS enhancement is needed to track this information)
- Percentage of pre-trial defendants who remained compliant with Court conditions during pre-trial monitoring (not to include re-arrest)
- Percentage of pre-trial defendants who remained law abiding during their pre-trial monitoring.
- Validate the risk assessment tool approved by Judicial Council to target high risk defendants for placement on pre-trial monitoring.
- Comparisons between districts regarding successes in each risk level category.
- Develop specialized training program for Pre-Trial Division with technical assistance from the National Institute of Corrections (NIC).

For more information please visit- <https://nicic.gov/pretrial-justice-how-maximize-public-safety-court-appearance-and-release-internet-broadcast>

#### Best Practices Based on NIC Article Reviews

##### Pre-Trial Monitoring

Committee Findings: Studies were a bit dated with mixed results. Pre-Trial Monitoring did not appear to impact re-arrest rates. Studies did not look at specific conditions when Pre-Trial Monitoring was ordered.

##### Recommendations:

- Pre-Trial Monitoring should be used only in those cases scoring high risk on a validated assessment tool.
- Pre-Trial Monitoring should be used to offer support services such as referrals for mental health, chemical health, employment, housing, etc.
- Pre-Trial Monitoring conditions should be individualized to the defendant vs. having blanket conditions for everyone.

## Court Date Notification Systems

### Committee Findings:

Court notification systems were found to significantly impact court appearance rates. It worked best when specific information was provided, such as next court date, location of courthouse, & consequences for non-appearance. Additionally, a notice sent following a missed court appearance along with instructions as to how to resolve this issue, decreased the number of warrants issued. Electronic notices (texts/voicemails/broadcast messaging) are good, but live reminders are better and resulted in the defendant being twice as likely to show up for court. This was the most well researched and effective intervention regarding court appearances. Proven to save jail beds as well as minimize the impact to the defendant regarding employment, housing, and family responsibilities.

### Recommendations:

- Post information in lobby areas describing how to sign up for State Court Administration e-court reminders.
- If placed on Pre-Trial Monitoring, assist defendant in setting up the e-reminders.

## Pre-Trial Assessment Tools

Committee Findings: Pre-Trial assessment tools can improve outcomes and guide the investment of resources. Implementation with fidelity as well as a process for quality assurance is crucial. Assessment tools need to be validated on the populations they serve to ensure minority communities are not negatively impacted and cut off scores are normed.

### Recommendations:

Factors to review regarding validation of the Judicial Council approved assessment tool:

- Disparity regarding minority populations
- Cut off scores for low, medium, and high.
- AUC score
- Quality Assurance - annual booster trainings

Implementation –training staff on the validated assessment tool following approval of the tool by Judicial Council.

## Pre-Trial Detention

Committee Findings: Pre-Trial Detention should be reserved for serious/violent crimes. Detaining low/moderate risk defendants can make them worse given they are likely to be detained with higher risk individuals and defendant's social supports are removed during this time. When defendants are detained with bail, they are unable to pay, many plead guilty to get out of jail. Defendants who were detained were more likely to experience the following collateral consequences:

- Harsher and/or longer sentences.
- Increased likelihood of re-arrest long term – increased recidivism

Difficulties maintaining employment/housing.

- Recommendations:  
Quality risk assessments provided to the Court can assist in judicial decision-making regarding detention.

#### Pre-Trial Drug Testing

Committee Findings: Based on research from the 1980's and 1990's, there is no connection between drug testing and pre-trial success and/or failure. Information regarding the specifics of who was selected for drug testing is lacking. For example, was drug testing a blanket condition or individualized to the defendant's risk/need? There was a correlation between those that showed up for drug testing and court appearances. If defendants showed up for drug testing, they also tended to show up for court. If defendants failed to show up for drug testing, they also tended to not appear for court.

Various additional studies indicate a direct relationship between the use of illegal substances and crime. Of particular note, is the high propensity for violence when individuals are under the influence of opiates and/or methamphetamine.

#### Recommendations:

- Drug testing should be reserved for high-risk defendants.
- Drug testing should be individualized to target defendant's risk/need and not used as a blanket condition for pre-trial monitoring.
- Drug testing can improve outcomes for defendants when a positive relationship is built, and pre-trial agents respond to positive test results in a supportive manner.
- Drug testing can serve as a support for defendants who choose to address their chemical dependency issues.

#### Pre-Trial Location Monitoring (EHM)

Committee Findings: There is very little research on EHM at the pre-trial stage. Studies have mixed outcomes and depending on which study you read, defendants on EHM are more, less, or equally likely to appear for court and/or remain law abiding than those not placed on EHM. Of further note, defendants placed on EHM had increased technical violations compared to defendants not placed on EHM. Many of these technical violations were due to equipment issues.

#### Recommendations:

Electronic Home Monitoring / Electronic Alcohol Monitoring should be reserved for high-risk defendants unless otherwise statutorily required.

## Appendix C Overview of Supervision Population

(INCLUDING SR, ISR and pre-trial)

Describe your agency's supervision year-end population for calendar years (CY) 2020, 2021, and 2022 broken out as follows in table or graph form. Follow the same instructions/parameters as you use for reporting on the annual probation survey.<sup>1</sup>

- Pre-trial Population

### \*Pretrial Agent Tasks

Adult	2020		2020 Total	2021		2021 Total	2022		2022 Total	Grand Total
	Hispanic	Unknown		Hispanic	Unknown		Hispanic	Unknown		
Female	1	187	188	8	211	219	13	213	226	633
Felony	1	135	136	5	167	172	12	150	162	470
Am Ind/Alaskan Nat		35	35		52	52		48	48	135
Asian/Pacific Islander		1	1		2	2		1	1	4
Black		7	7		21	21		10	10	38
Unknown		2	2		2	2				4
White	1	90	91	5	90	95	12	91	103	289
Gross Misdemeanor		26	26		12	12		20	20	58
Am Ind/Alaskan Nat		7	7		5	5		7	7	19
Asian/Pacific Islander								1	1	1
Black		2	2		2	2		2	2	6
White		17	17		5	5		10	10	32
Misdemeanor		25	25	3	32	35	1	42	43	103
Am Ind/Alaskan Nat		9	9		9	9		10	10	28
Asian/Pacific Islander								2	2	2
Black		1	1		4	4		6	6	11
White		15	15	3	19	22	1	24	25	62
Petty Misdemeanor		1	1					1	1	2
Black								1	1	1
White		1	1							1
Male	58	721	779	68	925	993	72	846	918	2690
Felony	39	546	585	55	719	774	60	624	684	2043
Am Ind/Alaskan Nat	4	100	104	5	136	141	11	135	146	391
Asian/Pacific Islander		4	4		5	5		3	3	12
Black	2	130	132	5	147	152	1	105	106	390

Unknown		4	4		12	12		5	5	21
White	33	308	341	45	419	464	48	376	424	1229
<b>Gross Misdemeanor</b>	<b>12</b>	<b>78</b>	<b>90</b>	<b>10</b>	<b>89</b>	<b>99</b>	<b>4</b>	<b>97</b>	<b>101</b>	<b>290</b>
Am Ind/Alaskan Nat	1	5	6	1	17	18		26	26	50
Asian/Pacific Islander		1	1							1
Black		10	10	1	15	16		22	22	48
Unknown		1	1					1	1	2
White	11	61	72	8	57	65	4	48	52	189
<b>Misdemeanor</b>	<b>7</b>	<b>97</b>	<b>104</b>	<b>3</b>	<b>117</b>	<b>120</b>	<b>8</b>	<b>125</b>	<b>133</b>	<b>357</b>
Am Ind/Alaskan Nat		11	11		13	13		12	12	36
Asian/Pacific Islander					3	3				3
Black		26	26		26	26		34	34	86
Unknown					1	1				1
White	7	60	67	3	74	77	8	79	87	231
<b>Grand Total</b>	<b>59</b>	<b>908</b>	<b>967</b>	<b>76</b>	<b>1136</b>	<b>1212</b>	<b>85</b>	<b>1059</b>	<b>1144</b>	<b>3323</b>

*\*Pretrial Agent Tasks*

Juvenile	2020		2021		2022		Grand Total
	Hispanic	Unknown	Hispanic	Unknown	Hispanic	Unknown	
Female	6	20		13		12	51
Am Ind/Alaskan Nat		1					1
Black		9		2			11
White	6	10		11		12	39
Male	9	35	3	31	1	30	109
Am Ind/Alaskan Nat		9		3		2	14
Black		4		10		8	22
White	9	22	3	18	1	20	73
<b>Grand Total</b>	<b>15</b>	<b>55</b>	<b>3</b>	<b>44</b>	<b>1</b>	<b>42</b>	<b>160</b>

○ Probation Population

Year	Type	County	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2020	DOC	Clay	Felony	610	200	268	545	415	130	382	73	79	4	7	34	511
2020	DOC	Clay	Gross Misd	139	53	67	123	103	20	79	23	21	0	0	16	107
2020	DOC	Clay	Misd	90	53	64	78	57	21	55	9	12	1	1	4	74
2020	DOC	Clay	Juvenile	113	97	102	108	72	36	79	18	11	0	0	16	92
<b>Total</b>				<b>952</b>	<b>403</b>	<b>501</b>	<b>854</b>	<b>647</b>	<b>207</b>	<b>595</b>	<b>123</b>	<b>123</b>	<b>5</b>	<b>8</b>	<b>70</b>	<b>784</b>

Year	Type	County	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2021	DOC	Clay	Felony	555	260	292	537	413	124	371	78	77	2	9	30	507
2021	DOC	Clay	Gross Misd	128	48	59	110	92	18	79	15	16	0	0	12	98
2021	DOC	Clay	Misd	79	68	48	92	78	14	56	21	13	0	2	2	90
2021	DOC	Clay	Juvenile	108	87	119	76	53	23	55	13	7	0	1	8	68
<b>Total</b>				<b>870</b>	<b>463</b>	<b>518</b>	<b>815</b>	<b>636</b>	<b>179</b>	<b>561</b>	<b>127</b>	<b>113</b>	<b>2</b>	<b>12</b>	<b>52</b>	<b>763</b>

Year	Type	County	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2022	DOC	Clay	Felony	572	226	265	541	418	123	370	81	78	3	9	30	511
2022	DOC	Clay	Gross Misd	116	57	47	127	103	24	86	19	21	0	1	15	112
2022	DOC	Clay	Misd	93	64	65	83	68	15	55	17	10	0	1	2	81
2022	DOC	Clay	Juvenile	76	94	91	79	46	33	56	16	7	0	0	13	66
<b>Total</b>				<b>857</b>	<b>441</b>	<b>468</b>	<b>830</b>	<b>635</b>	<b>195</b>	<b>567</b>	<b>133</b>	<b>116</b>	<b>3</b>	<b>11</b>	<b>60</b>	<b>770</b>

Supervised Release (SR), Parole, and Intensive Supervised Release (ISR) Population

	2020		2020 Total		2021		2021 Total		2022		2022 Total		Grand Total
	Hispanic	Non Hispanic	Hispanic	Non Hispanic	Hispanic	Non Hispanic	Hispanic	Non Hispanic	Hispanic	Non Hispanic	Hispanic	Non Hispanic	
<b>Intensive Supervised Release</b>	<b>2</b>	<b>10</b>	<b>12</b>		<b>1</b>	<b>17</b>	<b>18</b>		<b>1</b>	<b>13</b>	<b>14</b>		<b>44</b>
<b>Male</b>	<b>2</b>	<b>10</b>	<b>12</b>		<b>1</b>	<b>17</b>	<b>18</b>		<b>1</b>	<b>13</b>	<b>14</b>		<b>44</b>
American Indian or Alaskan Native	1	2	3										3
American Indian-Non Hispanic						5	5			4	4		9
Black		1	1										1
Black-Non Hispanic										2	2		2
White	1	7	8										8
White–Hispanic					1	1	1		1		1		2
White–Non-Hispanic						12	12			7	7		19
<b>Standard Supervised Release</b>	<b>8</b>	<b>118</b>	<b>126</b>		<b>8</b>	<b>108</b>	<b>116</b>		<b>7</b>	<b>122</b>	<b>129</b>		<b>371</b>
<b>Female</b>		<b>17</b>	<b>17</b>		<b>12</b>	<b>12</b>	<b>12</b>		<b>7</b>	<b>7</b>	<b>7</b>		<b>36</b>
American Indian or Alaskan Native		9	9										9
American Indian-Non Hispanic						4	4			1	1		5
Black-Non Hispanic										1	1		1
White		8	8										8
White–Non-Hispanic						8	8			5	5		13
<b>Male</b>	<b>8</b>	<b>101</b>	<b>109</b>		<b>8</b>	<b>96</b>	<b>104</b>		<b>7</b>	<b>115</b>	<b>122</b>		<b>335</b>
American Indian or Alaskan Native		17	17										17
American Indian-Non Hispanic						18	18			16	16		34
Black		12	12										12
Black-Non Hispanic						9	9			9	9		18
Other/Unknown–Hispanic					1	1	1						1
White	8	72	80										80
White–Hispanic					7	7	7		7		7		14
White–Non-Hispanic						69	69			90	90		159
<b>Grand Total</b>	<b>10</b>	<b>128</b>	<b>138</b>		<b>9</b>	<b>125</b>	<b>134</b>		<b>8</b>	<b>135</b>	<b>143</b>		<b>415</b>

In addition, please provide the following:

- Average Caseload Sizes by Caseload Type
- Percentage and number of probation clients by Risk Levels (Very High/High, Medium, Low, and Unknown)

*\*Select agents supervise clients across multiple counties. \*Risk Level snapshot in Dec 2022.*

Risk Level	High		Low		Medium		Per Policy-No Assmt Required		Prescreen Low--No Assmt		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%	#	%	#	%		
<b>Adult</b>	<b>116</b>	<b>95.87%</b>	<b>261</b>	<b>94.91%</b>	<b>387</b>	<b>94.16%</b>	<b>13</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>91</b>	<b>70.54%</b>	<b>881</b>	<b>91.58%</b>
Almir Jupic	50	41.32%	1	0.36%	6	1.46%		0.00%		0.00%	9	6.98%	66	6.86%
Brad Berce	5	4.13%	25	9.09%	8	1.95%	6	46.15%	1	7.69%	14	10.85%	59	6.13%
Matthew Verdoes		0.00%		0.00%		0.00%		0.00%		0.00%	2	1.55%	2	0.21%
Michael Rapp	45	37.19%	16	5.82%	13	3.16%		0.00%		0.00%	6	4.65%	80	8.32%
Paige McDowell	2	1.65%	4	1.45%	14	3.41%		0.00%		0.00%		0.00%	20	2.08%
Paige Olson	3	2.48%	45	16.36%	27	6.57%	2	15.38%	2	15.38%	19	14.73%	98	10.19%
Randy Huss	2	1.65%	10	3.64%	96	23.36%		0.00%		0.00%	7	5.43%	115	11.95%
Rick Young	3	2.48%	55	20.00%	23	5.60%	3	23.08%	8	61.54%	12	9.30%	104	10.81%
Sharon Bungum Olson		0.00%	1	0.36%	1	0.24%		0.00%	1	7.69%		0.00%	3	0.31%
Steven Kadrie	1	0.83%	7	2.55%	109	26.52%		0.00%		0.00%	8	6.20%	125	12.99%
Taylor Erickson	1	0.83%	86	31.27%	3	0.73%	2	15.38%	1	7.69%	10	7.75%	103	10.71%
Valerie Dorff	4	3.31%	11	4.00%	87	21.17%		0.00%		0.00%	4	3.10%	106	11.02%
<b>Juvenile</b>	<b>5</b>	<b>4.13%</b>	<b>14</b>	<b>5.09%</b>	<b>24</b>	<b>5.84%</b>		<b>0.00%</b>		<b>0.00%</b>	<b>38</b>	<b>29.46%</b>	<b>81</b>	<b>8.42%</b>
Khrystal Janshen	2	1.65%	4	1.45%	10	2.43%		0.00%		0.00%	7	5.43%	23	2.39%
Lindsey L. Ternes	1	0.83%	8	2.91%	7	1.70%		0.00%		0.00%	4	3.10%	20	2.08%
Matthew Verdoes	2	1.65%	2	0.73%	7	1.70%		0.00%		0.00%	27	20.93%	38	3.95%
<b>Grand Total</b>	<b>121</b>	<b>100.00%</b>	<b>275</b>	<b>100.00%</b>	<b>411</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>129</b>	<b>100.00%</b>	<b>962</b>	<b>100.00%</b>



Adult														
Assignment Type	High		Low		Medium		Per Policy- No LSCMI		Prescreen Low--No Assmt		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%	#	%	#	%		
Felony	110	94.83%	161	61.69%	335	86.56%	8	61.54%	3	23.08%	60	65.93%	677	76.84%
Enhanced Supervision	97	83.62%	6	2.30%	15	3.88%		0.00%		0.00%	7	7.69%	125	14.19%
ESO Phase 1	2	1.72%	4	1.53%	2	0.52%		0.00%		0.00%	6	6.59%	14	1.59%
ESO Phase 2		0.00%	2	0.77%	5	1.29%	1	7.69%		0.00%	2	2.20%	10	1.14%
ESO Phase 3	3	2.59%	19	7.28%	4	1.03%	5	38.46%	1	7.69%	7	7.69%	39	4.43%
ESO Phase 4		0.00%	9	3.45%		0.00%		0.00%		0.00%	1	1.10%	10	1.14%
Intake/Pretrial/Investigation														
Caseload-includes incoming transfers	1	0.86%	3	1.15%	8	2.07%	1	7.69%	1	7.69%	9	9.89%	23	2.61%
Pre-Trial Supervision		0.00%		0.00%		0.00%		0.00%		0.00%	2	2.20%	2	0.23%
Specialty Court-Pre-Trial		0.00%		0.00%	3	0.78%		0.00%		0.00%		0.00%	3	0.34%
Specialty Court-Probation	2	1.72%	4	1.53%	9	2.33%		0.00%		0.00%		0.00%	15	1.70%
Traditional Supervision	5	4.31%	114	43.68%	289	74.68%	1	7.69%	1	7.69%	26	28.57%	436	49.49%
Gross Misdemeanor	6	5.17%	52	19.92%	31	8.01%	4	30.77%	7	53.85%	22	24.18%	122	13.85%
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%	2	0.77%	1	0.26%	1	7.69%		0.00%	1	1.10%	5	0.57%
Intake/Pretrial/Investigation														
Caseload-includes incoming transfers		0.00%		0.00%		0.00%		0.00%		0.00%	1	1.10%	1	0.11%
Specialty Court-Probation	3	2.59%	18	6.90%	8	2.07%		0.00%		0.00%	1	1.10%	30	3.41%
Traditional Supervision	3	2.59%	32	12.26%	22	5.68%	3	23.08%	7	53.85%	19	20.88%	86	9.76%
Misdemeanor		0.00%	48	18.39%	21	5.43%	1	7.69%	3	23.08%	9	9.89%	82	9.31%
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%		0.00%		0.00%		0.00%	1	7.69%	2	2.20%	3	0.34%
Intake/Pretrial/Investigation														
Caseload-includes incoming transfers		0.00%		0.00%	2	0.52%		0.00%		0.00%	1	1.10%	3	0.34%
Specialty Court-Probation		0.00%	35	13.41%	9	2.33%	1	7.69%	2	15.38%	6	6.59%	53	6.02%
Traditional Supervision		0.00%	13	4.98%	10	2.58%		0.00%		0.00%		0.00%	23	2.61%
<b>Grand Total</b>	<b>116</b>	<b>100.00%</b>	<b>261</b>	<b>100.00%</b>	<b>387</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>91</b>	<b>100.00%</b>	<b>881</b>	<b>100.00%</b>

Juvenile

Assignment Type	High		Low		Medium		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%		
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%		0.00%	1	4.17%	14	36.84%	15	18.52%
Enhanced Supervision	2	40.00%		0.00%		0.00%	1	2.63%	3	3.70%
Traditional Supervision	3	60.00%	14	100.00%	23	95.83%	23	60.53%	63	77.78%
<b>Grand Total</b>	<b>5</b>	<b>100.00%</b>	<b>14</b>	<b>100.00%</b>	<b>24</b>	<b>100.00%</b>	<b>38</b>	<b>100.00%</b>	<b>81</b>	<b>100.00%</b>

Please also provide the following outcomes for CY 2022:

- Percent of adult probation cases successfully closed and unsuccessfully closed.
- Percent of juvenile probation cases successfully closed and unsuccessfully closed.

Adult	Successful		Unsuccessful		Total # of cases	Total %
	# of cases	%	# of cases	%		
<b>Felony</b>	<b>148</b>	<b>43.92%</b>	<b>57</b>	<b>16.91%</b>	<b>205</b>	<b>60.83%</b>
Discharge-Early	101	29.97%		0.00%	101	29.97%
Discharge-Expiration	26	7.72%		0.00%	26	7.72%
Dismiss	21	6.23%		0.00%	21	6.23%
Executed		0.00%	1	0.30%	1	0.30%
Executed-Client Demanded-COC serving MCF (Felony Supervision)		0.00%	13	3.86%	13	3.86%
Executed-COC but serving Local (Felony Supervision)		0.00%	1	0.30%	1	0.30%
Executed-COC serving MCF (Felony Supervision)		0.00%	42	12.46%	42	12.46%
<b>Gross Misdemeanor</b>	<b>47</b>	<b>13.95%</b>	<b>6</b>	<b>1.78%</b>	<b>53</b>	<b>15.73%</b>
Discharge-Early	34	10.09%		0.00%	34	10.09%
Discharge-Expiration	10	2.97%		0.00%	10	2.97%
Dismiss	3	0.89%		0.00%	3	0.89%
Executed-Client Demanded-COC serving MCF (Felony Supervision)		0.00%	1	0.30%	1	0.30%
Executed-Client Demanded-LOC (GM/M Supervision)		0.00%	2	0.59%	2	0.59%
Executed-COC but serving Local (Felony Supervision)		0.00%	1	0.30%	1	0.30%
Executed-Court-LOC (GM/M Supervision cases)		0.00%	2	0.59%	2	0.59%
<b>Misdemeanor</b>	<b>72</b>	<b>21.36%</b>	<b>7</b>	<b>2.08%</b>	<b>79</b>	<b>23.44%</b>

Discharge	1	0.30%	0.00%	1	0.30%	
Discharge-Early	28	8.31%	0.00%	28	8.31%	
Discharge-Expiration	27	8.01%	0.00%	27	8.01%	
Dismiss	16	4.75%	0.00%	16	4.75%	
Executed		0.00%	1	0.30%	1	0.30%
Executed-Client Demanded-LOC (GM/M Supervision)		0.00%	2	0.59%	2	0.59%
Executed-Court-LOC (GM/M Supervision cases)		0.00%	4	1.19%	4	1.19%
<b>Grand Total</b>	<b>267</b>	<b>79.23%</b>	<b>70</b>	<b>20.77%</b>	<b>337</b>	<b>100.00%</b>

Juvenile	Successful # of cases	%	Total # of cases	Total %
Discharge-Early	13	9.70%	13	9.70%
Discharge-Expiration	99	73.88%	99	73.88%
Dismiss	22	16.42%	22	16.42%
<b>Grand Total</b>	<b>134</b>	<b>100.00%</b>	<b>134</b>	<b>100.00%</b>