

Douglas County  
Comprehensive Plan  
June 25, 2024

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## Introduction

Douglas County County comprises the Alexandria, Minnesota Area and is located in west-central Minnesota. The territorial legislature created Douglas County on March 8, 1858, shortly before Minnesota attained statehood. It was named for political figure Stephen A. Douglas, who was serving as a US Senator from Illinois at the time of the county's creation.

<b>Race and Hispanic Origin</b>	<b>Douglas</b>
White alone, percent	96.60%
Black or African American alone, percent(a)	0.90%
American Indian and Alaska Native alone, percent(a)	0.50%
Asian alone, percent(a)	0.70%
Native Hawaiian and Other Pacific Islander alone, percent(a)	0.10%
Two or More Races, percent	1.30%
Hispanic or Latino, percent(b)	2.10%
White alone, not Hispanic or Latino, percent	95.00%

<b>Geography</b>	
Population per square mile, 2020	61.2
Land area in square miles, 2020	636.94
FIPS Code	27041

## Administration and Organization of Correctional Services

### ***DOC Vision***

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

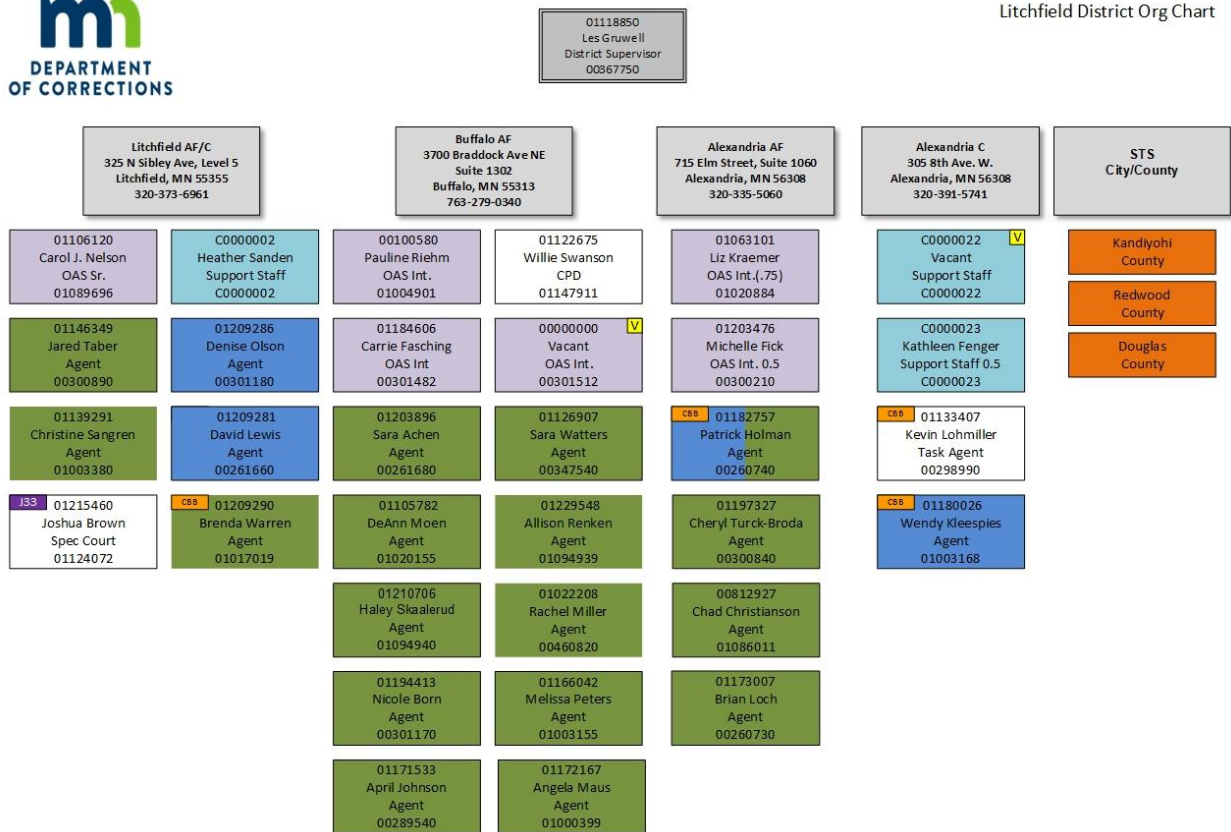
### ***DOC Mission***

Transforming lives for a safer Minnesota

# District Organization Chart



Litchfield 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.

In Douglas County, DOC provides supervision for felony, gross misdemeanor, and misdemeanor probation cases, as well as for supervised release cases and juvenile cases. The Felony and supervised release cases are supervised in the Department of Corrections Felony office and the Gross Misdemeanor, Misdemeanor and Juvenile cases are supervised in the Douglas County Contract office. In addition, we are in the process of developing a Pre-Trial supervision program in Douglas County.

Douglas County is a part of the Litchfield district and shares resources for training, supervision and support with and among that district.

## Advisory Board

The current board within Douglas County consists of the following members:

- Honorable Timothy Churchwell
- Honorable Michelle Clark
- Kim Missling, Court Administration
- Leah Lint Court, Administration
- Kim Peterson, Douglas County Court Administration
- Katelyn Steffel Spangrud, City Attorney for the City of Alexandria
- Greg Donahue, Attorney
- Jody Cox, Guardian Ad Litem
- Mary Peterson, Douglas County Social Services
- Tina McPherson, Alexandria Police Department
- Les Gruwell, Litchfield District Supervisor
- Wille Swanson, Corrections Program Director
- Wendy Kleespies, Correction Agent
- Cheryl Turk-Broda, Corrections Agent

## 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.

## 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 in Douglas County are part of our normative feedback implementation team. At the team's direction we started with a training that was specific to the use of normative feedback. The second step in the normative feedback process was to listen to taped sessions of agents utilizing normative feedback. We then began applying the use of this skill with our clients. The goal here was to practice the skill and make continual improvements. Following that, we began utilizing communities of practice (structured skill practice sessions) where agents bring taped sessions of interactions with their clients for peer review and feedback. Recently, a normative feedback chrono template was introduced to help Agents document their use of normative feedback in the CSTS data base. Finally, as a District we have set an expectation that normative feedback is a regular part of our assessment process as shared with the Client.

### 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 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.

Currently in Douglas County our focus is on developing evidence-based strategies that are in line with the planning mentioned above. Our goal is to focus on the group of clients that will benefit most from our interventions. Research has shown the low-risk clients are not good candidates for intense interventions. When a risk and needs assessment has been completed and the client has been found to be in the very high, high, and medium areas of risk, then a case plan is developed to target criminogenic needs. The criminogenic needs are addressed by using cognitive based interventions both by community stake holders as well as one on one with the assigned agent. This is an ongoing process and implementation currently has focused on providing feedback to the client about the risk assessment leading into the eventual case plan.

## 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.

We are in the process of developing a more complete pre-trial program. Currently we conduct bail studies using the MNPAT that help with recommendations to the Court.

Pre-Sentence investigations are started once an order from the court is received. Pre-Sentence investigations are assigned to an Agent based on a rotation. Once one is assigned the Agent contacts the individual to schedule an interview. During the interview with the client, criminal history is collected, demographic information and an overall assessment of the client’s current situation. The information is used to identify criminogenic needs as well as make recommendations to the Court. Sentencing guidelines are used to make sentencing recommendations based on criminal history score and offense level. This could be a Juvenile social history reports are like the pre -sentence investigation.

Supervised Release cases are placed at a risk level based on the MNSTARR assessment. Those cases are investigated for placement prior to release from the facility by an agent in the community. Conditions are developed by the agent in concert with the facility case manager so that a plan is in place prior to release. Once released the agent works with the client to ensure conditions are complied with and long terms goals are established by a case plan which is developed by the agent and the client. When violations occur those behaviors are addressed by the agent and with the Department of Corrections, Hearings and Release unit.

## 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.

In addition, the Domestic Violence inventory (DVI) is used to determine client violence as well as Substance abuse and truthfulness.

Currently in bail studies the MNPAT is used to make release recommendations. Additional tools will be evaluated as they are presented as viable.

- **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.

Each agent works with their clients on an individual case plan which is based on risk and needs. Caseloads are structured in a manner which allows agent to spend time on those risk and needs that can reduce recidivism.

- **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.

Currently the Douglas office is running a domestic violence program for men based on the Duluth Model. Agents are being trained in the Decision Points program as well as another cognitive based curriculum which will be implemented.

- **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. Additionally, there is DOC housing in Alexandria, MN.



Supervised release clients released in Intensive Supervised Release as well as other high-risk supervised release clients are afforded the housing opportunity should they lack housing in Douglas County. 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.

- **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.

To meet the caseload needs of the office as well as meet the needs of the court, the Douglas County Board has approved the adding of a position to serve the needs of the pre-trial clients.

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

The current discharge process in Douglas County is based on client's time on supervision, assessed as a low risk, completion of conditions and positive adjustment in the community. As agents continue in working with clients on evidence based cognitive programming that will continue to reduce recidivism and tie into early discharge consideration.

- **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 are working on a four-step model of supervision, wherein the focus is using a targeted cognitive behavioral intervention in one-on-one meetings. These tools include but are not limited to; Carey Guides, thinking reports, cost benefit analysis, social skills, problem solving skills, etc.

- **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.

All agents have been trained in Motivational Interviewing and use this evidence-based approach in one-on-one meetings. Other incentives such as verbal praise, recognition, removal or lessening of urinalysis have been utilized.

- **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.

Douglas County has a variety of both substance use and mental health programs in the community which agents refer to on a regular basis. Agents use both incentives as well as hold clients accountable prior to any revocation begin recommended. Examples of this can be the use of informal sanctions and sanctions conferences.

## Victim Concerns

Agents initiate contact with the victim during the pre-sentence investigation process. Victims input regarding restitution, conditions and safety concerns is collected. This information can be considered as part of the case plan based on each client's situation. Victims, when at all possible, are contacted at the end of the supervision period.

## 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	36,300.00	16,747.15
DOC Supervision Fee	34,700.00	12,807.30
<b>Total</b>	<b>71,000.00</b>	<b>29,554.45</b>

## Contracted Services 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.

In 2023, the Department of Corrections funded a 45-day intervention center at the Northeast Regional Correctional Center (NERCC) for supervised release clients who are classified as high and very high risk and who are at risk for revocation to the Minnesota Correctional Facility for technical violations. These clients are required to comply with applicable programming, assessments or education dependent on their risk and needs. Douglas County is eligible to refer clients to this resource which is at no cost to the county.

### STS Contract

Currently the STS program is operated by the Douglas County Jail and overseen by a jail programmer and jail staff. DOC work release staff is allowing the ICWC inmates to participate in this program as well.

Some examples of STS projects which are being completed are as follows; Outreach Food Shelf, Runestone Community Center, Some Place Safe and Douglas County Historical Society. These resources receive weekly services from the STS crews. In addition, there are other projects that are completed monthly as well as annually.

## Budget

	FTEs	FY24	FY25	Total
<b>Felony</b>	4.71	\$ 616,819.26	\$ 644,576.13	\$ 1,261,395.39
Agent	3.21	\$ 384,282.54	\$ 401,575.26	\$ 785,857.80
Cost - CE		\$ 68,995.98	\$ 72,100.80	\$ 141,096.79
Cost - Interstate		\$ 25,743.34	\$ 26,901.79	\$ 52,645.13
Cost - Mgt-Admin		\$ 28,577.39	\$ 29,863.37	\$ 58,440.76
OAS Sr.	0.15	\$ 14,022.43	\$ 14,653.44	\$ 28,675.86
Supervisor	0.30	\$ 43,052.22	\$ 44,989.57	\$ 88,041.79
Support	1.05	\$ 52,145.36	\$ 54,491.90	\$ 106,637.26
<b>Non-Felony</b>	<b>3.87</b>	<b>\$ 367,441.81</b>	<b>\$ 383,976.69</b>	<b>\$ 751,418.50</b>
CBB - Agent	2.50	\$ 297,464.67	\$ 310,850.58	\$ 608,315.25
Cost - Mgt-Admin		\$ 22,878.36	\$ 23,907.88	\$ 46,786.24
OAS Sr.	0.12	\$ 11,559.03	\$ 12,079.18	\$ 23,638.21
Supervisor	0.25	\$ 35,539.75	\$ 37,139.04	\$ 72,678.80
<b>Grand Total</b>	<b>8.57</b>	<b>\$ 984,261.07</b>	<b>\$ 1,028,552.82</b>	<b>\$ 2,012,813.89</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

The hope is to develop a pre-trial release program in Douglas County which meets the needs of the court as well as clients on supervision. Looking forward the goal is to continue to implement the use of evidence-based practices in one-on-one interactions as well as in a group setting. Utilizing these strategies will reduce recidivism and enhance community safety.

## 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).

<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

	2020		2020 Total	2021		2021 Total	2022		2022 Total	Grand Total
Adult	Hispanic	Unknown		Hispanic	Unknown		Hispanic	Unknown		
Female	5	145	150	3	155	158	3	139	142	450
Felony	2	89	91	3	76	79	1	75	76	246
Am Ind/Alaskan Nat		5	5		3	3		2	2	10
Asian/Pacific Islander		2	2		1	1		1	1	4
Black					3	3		1	1	4
Unknown								1	1	1
White	2	82	84	3	69	72	1	70	71	227
Gross Misdemeanor	2	40	42		50	50	2	47	49	141
Am Ind/Alaskan Nat		3	3					1	1	4
Asian/Pacific Islander								1	1	1
Black								3	3	3
Unknown		2	2		1	1	1		1	4
White	2	35	37		49	49	1	42	43	129
Misdemeanor	1	16	17		29	29		17	17	63
Am Ind/Alaskan Nat		1	1		1	1				2
Black					3	3		2	2	5
Unknown		4	4							4
White	1	11	12		25	25		15	15	52
Male	48	463	511	29	478	507	28	475	503	1521
Felony	36	291	327	23	279	302	24	318	342	971
Am Ind/Alaskan Nat	1	4	5		9	9		15	15	29

Asian/Pacific Islander					3	3	4	11	15	18
Black	3	41	44		36	36	1	31	32	112
Unknown		1	1	1	2	3	2	2	4	8
White	32	245	277	22	229	251	17	259	276	804
<b>Gross Misdemeanor</b>	<b>6</b>	<b>125</b>	<b>131</b>	<b>2</b>	<b>127</b>	<b>129</b>	<b>2</b>	<b>97</b>	<b>99</b>	<b>359</b>
Am Ind/Alaskan Nat		5	5		3	3		6	6	14
Black		16	16		3	3		5	5	24
Unknown		6	6		1	1				7
White	6	98	104	2	120	122	2	86	88	314
<b>Misdemeanor</b>	<b>6</b>	<b>47</b>	<b>53</b>	<b>4</b>	<b>72</b>	<b>76</b>	<b>2</b>	<b>60</b>	<b>62</b>	<b>191</b>
Am Ind/Alaskan Nat		1	1		1	1		3	3	5
Asian/Pacific Islander					1	1		1	1	2
Black		2	2		6	6		3	3	11
Unknown		6	6	1	4	5		1	1	12
White	6	38	44	3	60	63	2	52	54	161
<b>Grand Total</b>	<b>53</b>	<b>608</b>	<b>661</b>	<b>32</b>	<b>633</b>	<b>665</b>	<b>31</b>	<b>614</b>	<b>645</b>	<b>1971</b>

*\*Pretrial Agent Tasks*

	2020		2021		2022	Grand Total
	Juvenile	Hispanic	Unknown	Hispanic	Unknown	
Female			13	1	11	25
Unknown			2		1	3
White			11	1	10	22
<b>Male</b>	<b>1</b>		<b>28</b>	<b>1</b>	<b>24</b>	<b>67</b>
Black			4	1		6
Unknown			8		1	12
White	1		16		23	49
<b>Grand Total</b>	<b>1</b>		<b>41</b>	<b>2</b>	<b>35</b>	<b>92</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	Douglas	Felony	239	69	84	229	167	62	212	13	2	2	0	14	215
2020	DOC	Douglas	Gross Misd	282	119	164	237	172	65	201	12	4	2	18	9	228
2020	DOC	Douglas	Misd	164	103	124	138	97	41	99	5	4	1	29	6	132
2020	DOC	Douglas	Juvenile	69	32	54	47	36	11	30	3	0	0	14	2	45
<b>Total</b>				<b>754</b>	<b>323</b>	<b>426</b>	<b>651</b>	<b>472</b>	<b>179</b>	<b>542</b>	<b>33</b>	<b>10</b>	<b>5</b>	<b>61</b>	<b>31</b>	<b>620</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	Douglas	Felony	236	97	101	235	172	63	213	15	1	3	3	18	217
2021	DOC	Douglas	Gross Misd	230	133	125	236	171	65	215	9	5	0	7	5	231
2021	DOC	Douglas	Misd	144	124	97	170	123	47	145	7	4	2	12	1	169
2021	DOC	Douglas	Juvenile	47	45	53	39	29	10	35	2	0	0	2	2	37
<b>Total</b>				<b>657</b>	<b>399</b>	<b>376</b>	<b>680</b>	<b>495</b>	<b>185</b>	<b>608</b>	<b>33</b>	<b>10</b>	<b>5</b>	<b>24</b>	<b>26</b>	<b>654</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	Douglas	Felony	230	83	95	220	164	56	199	15	3	2	1	15	205
2022	DOC	Douglas	Gross Misd	224	157	79	303	225	78	278	13	6	1	5	6	297
2022	DOC	Douglas	Misd	172	148	87	230	176	54	200	13	3	3	11	5	225
2022	DOC	Douglas	Juvenile	39	37	17	59	41	18	52	2	0	0	5	3	56
<b>Total</b>				<b>665</b>	<b>425</b>	<b>278</b>	<b>812</b>	<b>606</b>	<b>206</b>	<b>729</b>	<b>43</b>	<b>12</b>	<b>6</b>	<b>22</b>	<b>29</b>	<b>783</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		
<b>Intensive Supervised Release</b>		5	5		9	9		5	5	19
<b>Male</b>		5	5		9	9		5	5	19
American Indian-Non Hispanic					1	1				1
Black-Non Hispanic					1	1		1	1	2
White		5	5							5
White–Non-Hispanic					7	7		4	4	11
<b>Standard Supervised Release</b>	1	38	39	2	36	38	3	36	39	116
<b>Female</b>		6	6		7	7		5	5	18
American Indian-Non Hispanic					1	1		1	1	2
White		6	6							6
White–Non-Hispanic					6	6		4	4	10
<b>Male</b>	1	32	33	2	29	31	3	31	34	98
American Indian-Non Hispanic								1	1	1
Black		1	1							1
Black-Non Hispanic					3	3		1	1	4
Other/Unknown–Non Hispanic					1	1		1	1	2
White	1	31	32							32
White–Hispanic				2		2	3		3	5
White–Non-Hispanic					25	25		28	28	53
<b>Grand Total</b>	<b>1</b>	<b>43</b>	<b>44</b>	<b>2</b>	<b>45</b>	<b>47</b>	<b>3</b>	<b>41</b>	<b>44</b>	<b>135</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)

Risk Level	High		Low		Medium		Per Policy- No Assmt Required		Prescreen Low-- No Assmt		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%	#	%	#	%		
<b>Adult</b>	<b>37</b>	<b>90.24%</b>	<b>354</b>	<b>96.20%</b>	<b>134</b>	<b>92.41%</b>	<b>183</b>	<b>91.50%</b>	<b>5</b>	<b>62.50%</b>	<b>79</b>	<b>89.77%</b>	<b>792</b>	<b>93.18%</b>
Brian Loch		0.00%	64	17.39%	25	17.24%	6	3.00%		0.00%	1	1.14%	96	11.29%
Chad M Christianson	4	9.76%	22	5.98%	11	7.59%		0.00%		0.00%	1	1.14%	38	4.47%
Cheryl Turck- Broda	27	65.85%	19	5.16%	16	11.03%		0.00%		0.00%	1	1.14%	63	7.41%
Kevin J. Lohmiller	3	7.32%	69	18.75%	13	8.97%	171	85.50%	1	12.50%	69	78.41%	326	38.35%
Patrick T. Holman	3	7.32%	38	10.33%	66	45.52%	2	1.00%	2	25.00%	5	5.68%	116	13.65%
Wendy Kleespies		0.00%	142	38.59%	3	2.07%	4	2.00%	2	25.00%	2	2.27%	153	18.00%
<b>Juvenile</b>	<b>4</b>	<b>9.76%</b>	<b>14</b>	<b>3.80%</b>	<b>11</b>	<b>7.59%</b>	<b>17</b>	<b>8.50%</b>	<b>3</b>	<b>37.50%</b>	<b>9</b>	<b>10.23%</b>	<b>58</b>	<b>6.82%</b>
Kevin J. Lohmiller		0.00%		0.00%		0.00%	13	6.50%		0.00%	7	7.95%	20	2.35%
Wendy Kleespies	4	9.76%	14	3.80%	11	7.59%	4	2.00%	3	37.50%	2	2.27%	38	4.47%
<b>Grand Total</b>	<b>41</b>	<b>100.00%</b>	<b>368</b>	<b>100.00%</b>	<b>145</b>	<b>100.00%</b>	<b>200</b>	<b>100.00%</b>	<b>8</b>	<b>100.00%</b>	<b>88</b>	<b>100.00%</b>	<b>850</b>	<b>100.00%</b>

Juvenile														
Assignment Type	High		Low		Medium		Per Policy-No LSCMI		Prescreen Low--No Assmt		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%	#	%	#	%		
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%		0.00%		0.00%	15	88.24%		0.00%	4	44.44%	19	32.76%
Enhanced Supervision	3	75.00%		0.00%		0.00%		0.00%		0.00%		0.00%	3	5.17%
Traditional Supervision	1	25.00%	14	100.00%	11	100.00%	2	11.76%	3	100.00%	5	55.56%	36	62.07%
<b>Grand Total</b>	<b>4</b>	<b>100.00%</b>	<b>14</b>	<b>100.00%</b>	<b>11</b>	<b>100.00%</b>	<b>17</b>	<b>100.00%</b>	<b>3</b>	<b>100.00%</b>	<b>9</b>	<b>100.00%</b>	<b>58</b>	<b>100.00%</b>

Adult															
Assignment Type	High		Low		Medium		Per Policy-No LSCMI		Prescreen Low--No Assmt		Unknown		Total #	Total %	
	#	%	#	%	#	%	#	%	#	%	#	%			
Felony	31	83.78%	132	37.29%	84	62.69%	8	4.37%	1	20.00%	6	7.59%	262	33.08%	
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)	1	2.70%	1	0.28%	1	0.75%	1	0.55%		0.00%		0.00%	4	0.51%	
CIP		0.00%	2	0.56%		0.00%		0.00%		0.00%		0.00%	2	0.25%	
Enhanced Supervision	25	67.57%	1	0.28%	4	2.99%		0.00%		0.00%		0.00%	30	3.79%	
ESO Phase 1	4	10.81%	1	0.28%		0.00%		0.00%		0.00%	1	1.27%	6	0.76%	
ESO Phase 2		0.00%		0.00%	11	8.21%		0.00%		0.00%		0.00%	11	1.39%	
ESO Phase 3		0.00%	4	1.13%		0.00%		0.00%		0.00%		0.00%	4	0.51%	
ESO Phase 4		0.00%	16	4.52%		0.00%		0.00%		0.00%		0.00%	16	2.02%	
Intake/Pretrial/Investigation Caseload-includes incoming transfers		0.00%	1	0.28%		0.00%		0.00%		0.00%		0.00%	1	0.13%	
Traditional Supervision	1	2.70%	106	29.94%	68	50.75%	7	3.83%	1	20.00%	5	6.33%	188	23.74%	
Gross Misdemeanor	3	8.11%	165	46.61%	40	29.85%	51	27.87%	2	40.00%	37	46.84%	298	37.63%	
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%	1	0.28%		0.00%	50	27.32%		0.00%	4	5.06%	55	6.94%	
Enhanced Supervision	1	2.70%		0.00%		0.00%		0.00%		0.00%	1	1.27%	2	0.25%	
Traditional Supervision	2	5.41%	164	46.33%	40	29.85%	1	0.55%	2	40.00%	32	40.51%	241	30.43%	
Misdemeanor	3	8.11%	57	16.10%	10	7.46%	124	67.76%	2	40.00%	35	44.30%	231	29.17%	
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%		0.00%		0.00%	124	67.76%	1	20.00%	19	24.05%	144	18.18%	
Enhanced Supervision	1	2.70%		0.00%		0.00%		0.00%		0.00%		0.00%	1	0.13%	
Intake/Pretrial/Investigation Caseload-includes incoming transfers		0.00%	1	0.28%		0.00%		0.00%		0.00%		0.00%	1	0.13%	
Traditional Supervision	2	5.41%	56	15.82%	10	7.46%		0.00%	1	20.00%	16	20.25%	85	10.73%	
Petty Misdemeanor		0.00%		0.00%		0.00%		0.00%		0.00%	1	1.27%	1	0.13%	
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%		0.00%		0.00%		0.00%		0.00%	1	1.27%	1	0.13%	
<b>Grand Total</b>			<b>37</b>	<b>100.00%</b>	<b>354</b>	<b>100.00%</b>	<b>134</b>	<b>100.00%</b>	<b>183</b>	<b>100.00%</b>	<b>5</b>	<b>100.00%</b>	<b>79</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>73</b>	<b>28.08%</b>	<b>21</b>	<b>8.08%</b>	<b>94</b>	<b>36.15%</b>
Discharge	1	0.38%		0.00%	1	0.38%
Discharge-Early	52	20.00%		0.00%	52	20.00%
Discharge-Expiration	9	3.46%		0.00%	9	3.46%
Dismiss	11	4.23%		0.00%	11	4.23%
Executed-Client Demanded-COC serving MCF (Felony Supervision)		0.00%	9	3.46%	9	3.46%
Executed-COC serving MCF (Felony Supervision)		0.00%	12	4.62%	12	4.62%
<b>Gross Misdemeanor</b>	<b>77</b>	<b>29.62%</b>	<b>7</b>	<b>2.69%</b>	<b>84</b>	<b>32.31%</b>
Discharge	9	3.46%		0.00%	9	3.46%
Discharge-Early	29	11.15%		0.00%	29	11.15%
Discharge-Expiration	16	6.15%		0.00%	16	6.15%
Discharge-Multiple Stay Types	4	1.54%		0.00%	4	1.54%
Dismiss	19	7.31%		0.00%	19	7.31%
Executed		0.00%	2	0.77%	2	0.77%
Executed-COC serving MCF (Felony Supervision)		0.00%	1	0.38%	1	0.38%
Executed-Court-LOC (GM/M Supervision cases)		0.00%	3	1.15%	3	1.15%
Executed-MultipleOffenseLevels		0.00%	1	0.38%	1	0.38%
<b>Misdemeanor</b>	<b>75</b>	<b>28.85%</b>	<b>6</b>	<b>2.31%</b>	<b>81</b>	<b>31.15%</b>
Discharge	12	4.62%		0.00%	12	4.62%
Discharge-Early	22	8.46%		0.00%	22	8.46%
Discharge-Expiration	26	10.00%		0.00%	26	10.00%
Discharge-Multiple Stay Types	1	0.38%		0.00%	1	0.38%
Dismiss	14	5.38%		0.00%	14	5.38%
Executed		0.00%	1	0.38%	1	0.38%
Executed-Client Demanded-LOC (GM/M Supervision)		0.00%	1	0.38%	1	0.38%
Executed-Court-LOC (GM/M Supervision cases)		0.00%	4	1.54%	4	1.54%
<b>Petty Misdemeanor</b>	<b>1</b>	<b>0.38%</b>		<b>0.00%</b>	<b>1</b>	<b>0.38%</b>
Dismiss	1	0.38%		0.00%	1	0.38%
<b>Grand Total</b>	<b>226</b>	<b>86.92%</b>	<b>34</b>	<b>13.08%</b>	<b>260</b>	<b>100.00%</b>



Juvenile	Successful # of cases	%	Total # of cases	Total %
Discharge-Early	4	13.33%	4	13.33%
Discharge-Expiration	5	16.67%	5	16.67%
Dismiss	21	70.00%	21	70.00%
<b>Grand Total</b>	<b>30</b>	<b>100.00%</b>	<b>30</b>	<b>100.00%</b>

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