



Kanabec County Court Services



Comprehensive Plan 2023-2027

Introduction.....	3
Size, Geographical location.....	3
Race/ Ethnicity.....	4
Administration and Organization of Correctional Services.....	4
Organizational Chart.....	4
Kanabec County Commissioners.....	5
Kanabec County District Court Judge.....	6
Advisory Board/ Criminal Justice Committee.....	6
Core Services.....	6
Statutory Authority.....	7
Kanabec County Court Service Staff Members.....	7
Mission and Vision Statement.....	8
Agency Training Requirements.....	9
Overview of Supervision Population for Pre-trial release (adults and juveniles).....	10
Pre-trial offense classification.....	10
Pre-trial offenses.....	11
Pre-trial population by gender	12
Pre-trial population by race.....	13
Pre-trial population by ethnicity.....	14
Overview of Supervision Population for Probation (adults and juveniles).....	15
Probation offense classification.....	15
Probation offenses.....	16
Probation population by gender.....	17
Probation population by race.....	18
Probation population by ethnicity.....	19
Percentage and number of adult pre-trial clients by risk level.....	20
Percentage and number of adult probation clients by risk level.....	20
Adult average caseload size by risk level (probation/pre-trial).....	20
Percentage and number of juvenile probation clients by risk level.....	20
Percentage of adult probation cases closed successfully versus unsuccessfully in 2022.....	20
Percentage of juvenile probation cases closed successfully versus unsuccessfully in 2022..	20
Strategic Planning.....	21
Adult Pre-trial Supervision Services.....	21
Adult pre-trial release evaluations.....	21
Adult pre-trial supervision.....	22
Adult pre-sentence investigations.....	23
Post sentence investigations.....	24
Domestic Violence Inventory.....	25
Adult pre-sentence electronic monitoring.....	25
Adult diversion.....	25
Adult Probation.....	25
Adult risk assessments.....	25
Adult supervision.....	25
Adult probation electronic monitoring.....	27
Adult community work service.....	27
Other adult programming.....	27
Juvenile Pre-trial Supervision/Services.....	28
Juvenile pre-trial release.....	28

Juvenile detention..... 28

Juvenile pre-dispositional investigations/social history..... 28

Juvenile pre-trial electronic monitoring..... 29

Juvenile diversion..... 29

Juvenile Probation/Services..... 30

Juvenile risk assessments..... 30

Juvenile supervision..... 30

Juvenile work crew..... 32

Out of home placements..... 33

Narrative of Core Interventions and Evidence-Based Practices (EBP) programing..... 33

Cognitive behavioral programming..... 34

Chemical dependency programming..... 34

Mental health programming..... 34

Sex offender programming..... 35

Domestic violence programming..... 35

Housing resources/ homeless services..... 35

Gender responsive services..... 35

Culturally responsive services..... 35

Victim Concerns..... 36

Correctional fees..... 36

Contracted Services and Proposals for New Services..... 36

Budget..... 37

Highlights..... 38

INTRODUCTION

Size, Geographical Location, other information about Kanabec County

Kanabec County is geographically located in east central Minnesota. More specifically, our county is about 65 miles north of Minneapolis, MN., 50 miles east of St. Cloud, MN., 30 miles west of the Wisconsin border, and 220 miles south of the Canadian border. Kanabec County has a total land area of 521.61 square miles and contains several lakes. Livestock farming is the area's main agricultural staple. The county seat is in Mora, MN which is geographically located near the center of Kanabec County. Kanabec County is also home to the Vasaloppet USA ski race which has occurred since 1973 and attracts cross country skiers from all over the world.

According to the U.S. Census Bureau's estimate as of July 1, 2022, the population of Kanabec County was 16,463 which was a slight increase (2.7%) from the population estimates on April 1, 2020 when the number of citizens was 16,027. The total median household income in 2022 was \$68,995 and the median value of owner-occupied housing units was \$205,400. Almost 10% (9.9) of Kanabec County residents are considered persons in poverty according to statistics provided by the U.S. Census Bureau. There are 1,270 Veterans residing in Kanabec County. Regarding education, 91.3% of persons age 25 or older in Kanabec County (2018-2022) are high school graduates or higher with 15% of those individuals having received a Bachelor's Degree or higher.

Population	Kanabec County	Minnesota
2022 population	16,463	5,714,300
Population per square mile	30.7	93.8
Land area in square miles	521.61	3,533,038.28
Under age 5, percent	5.4%	5.6%
Under age 18, percent	21.5%	21.7%
65 and over, percent	22.0%	17.3%
Female, percent	49.4%	50.4%
Housing		
Housing units 2022	7,836	143,786,655
Homeownership 2018-2022	84.7%	64.8%
Income and Poverty		
Median household income, 2018-2022	\$68,995	\$75,149
Persons in poverty	9.9%	11.5%

Race/Ethnicity

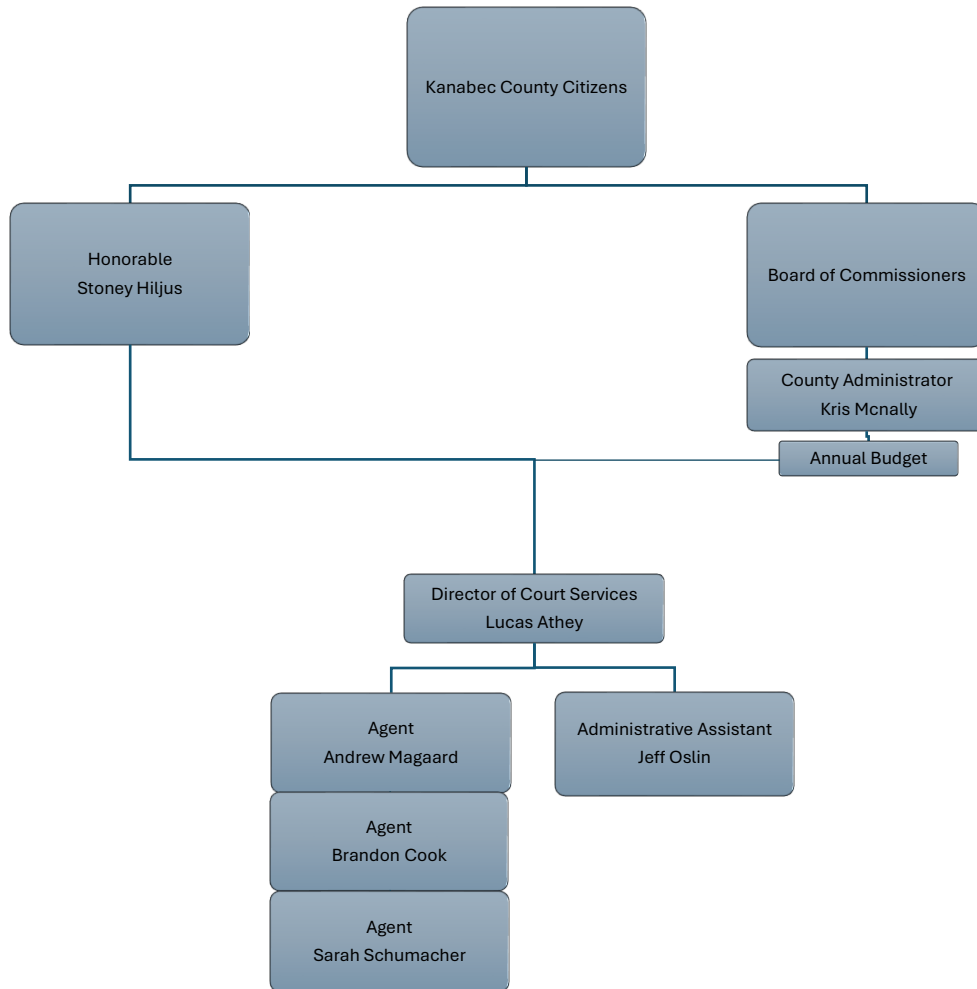
Race	Kanabec County	Minnesota
White alone, not Hispanic or Latino	93.7%	75.5%
Hispanic or Latino	2.0%	19.1%
Black	0.7%	13.6%
American Indian/ Alaska Native	0.9%	1.3%
Asian	0.9%	6.3%
Two or more races	2.1%	19.1%

According to the U.S. Census Bureau (2020)

ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES

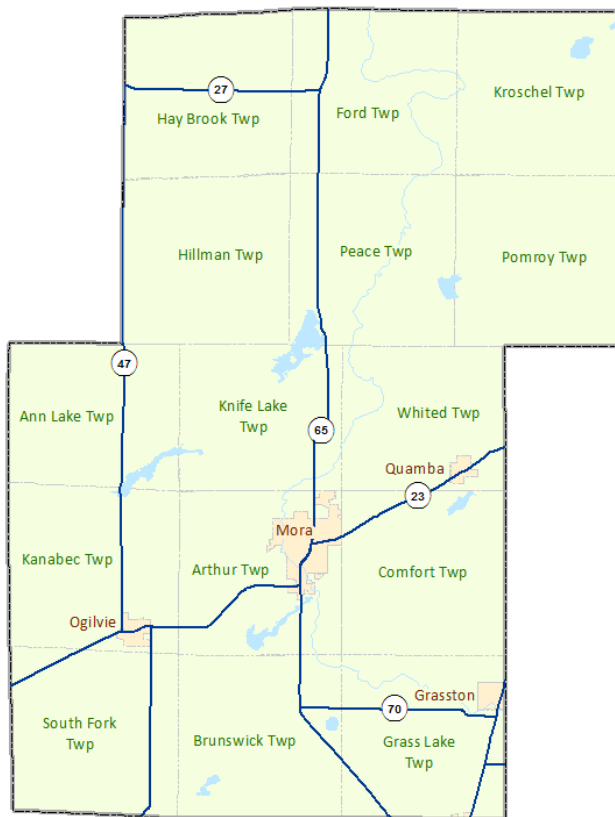
Organizational Chart

Kanabec County Court Services collaborates with and receives oversight from the Kanabec County Board of Commissioners, the Kanabec County District Court Judge, the Kanabec County Coordinator, and the Minnesota Department of Corrections.



Kanabec County Commissioners

Name	District	Townships/Cities within District	Email	Phone
Peter Ripka	1	South Fork, Brunswick, City of Grasston	Peter.Ripka@co.kanabec.mn.us	(320) 412-6355
Allison Holland (Vice Chair)	2	City of Mora, Precincts	Alison.Holland@co.kanabec.mn.us	(612) 390-6357
Wendy Caswell	3	Arthur, Kanabec, City of Ogilvie	Wendy.Caswell@co.kanabec.mn.us	(320) 980-3889
Ricky Mattson (Chairperson)	4	Whited, Knife Lake, Comfort, City of Quamba	Rick.Mattson@co.kanabec.mn.us	(320) 679-1834
Tom Roeschlein	5	Haybrook, Ford, Peace, Kroschel, Hillman, Ann Lake, Pomroy	Tom.Roeschlein@co.kanabec.mn.us	(320) 679-3330



Kanabec County District Court Judge



Chief Judge Stoney L. Hiljus

10th Judicial District Court

Appointed on April 9, 2012, by Governor Mark Dayton. Elected in 2014 and 2020. Current term expires Jan. 2027.

Advisory Board/Criminal Justice Committee

The Kanabec County Criminal Justice Committee meets on a quarterly basis for the common goal of ensuring the criminal justice system in Kanabec County is functioning as efficiently and effectively as possible. Members of several agencies who are involved with the Committee discuss topics, share ideas, and provide feedback to each other which helps to resolve any issues that occasionally arise. Members of the Kanabec County Criminal Justice Committee include the following:

- Stoney Hiljus, District Court Judge
- Heather Mickelson, Court Administrator
- Tracy Gullerud, Deputy District Administrator Operations
- Barbara McFadden- Kanabec County Attorney
- Steve Cundy- Assistant County Attorney
- Brain Smith, Kanabec County Sherrif
- Chris Bergwick, Kanabec County Jail Administrator
- Lucas Athey, Kanabec County Court Services Director
- Travis Stay, Public Defender
- Neil Fagerstrom, Public Defender
- Cheryl Terhaar, Kanabec County Victim Services Coordinator
- Kari Szucs, Family Pathways

Core Services

Kanabec County is organized under the provisions of MN Statute 244.19 (CPO jurisdiction) and provides core services to adults convicted of gross misdemeanor and misdemeanor offenses and juveniles who are placed under probation supervision for felony, gross misdemeanor, misdemeanor, or petty misdemeanor offenses. Services are include but are not limited to the following: pre-sentence investigations, pre-disposition investigations,

risk/need assessments, mental health screenings, pre-trial bail evaluations, probation supervision, pre-trial release supervision, obtaining and reviewing substance use assessments, domestic violence assessments, probation violation reports, and making program referrals.

Statutory Authority

MS 244.19, Subd. 3. All county and Tribal Nation probation officers serving a district Court:

- (1) Must:
 - (i) Act under the orders of the Court in reference to any person committed to their care by the Court;
 - (ii) Provide probation services, including supervising juveniles committed to the commissioner of corrections, for all individuals on probation who reside in the counties and Tribal Nations that the officers serve;
 - (iii) Act under the orders of the commissioner in reference to any juvenile committed to their care by the commissioner;
 - (iv) Under the direction of the authority having power to appoint them, initiate programs for the welfare of persons coming within the jurisdiction of the Court to prevent delinquency and crime and to rehabilitate within the community person who come within the jurisdiction of the Court and are properly subject to efforts to accomplish prevention and rehabilitation; and
 - (v) Under the direction of the Court, cooperate with all law enforcement agencies, schools, child welfare agencies of a public or private character, and other groups concerned with preventing crime and delinquency and rehabilitating person convicted of crime and delinquency;
- (2) In the performance of their duties have the general powers of a peace officer; and
- (3) Are responsible for:
 - (i) Investigating and person as may be required by the Court before, during, or after the trial or hearing and furnishing the the court information as assistance as may be required;
 - (ii) Supervising any person before, during, or after trial or hearing when directed by the court; and
 - (iii) Keeping records and making reports to the court as the court may order.

Kanabec County Court Services Staff Members

Lucas Athey	Court Services Director	(320) 679-6451
Andrew Magaard	Probation Agent	(320) 679-6452
Brandon Cook	Probation Agent	(320) 679-6453
Sarah Schumacher	Probation Agent	(320) 649-6454
Jeff Oslin	Administrative Assistant	(320) 679-6450
Corles Stanchfield	PT Juvenile Work Crew	(320) 679-6451

Mission Statement

Our mission is to provide effective correctional practices that contribute to a safer Kanabec County and state of Minnesota.

Vision

The vision, or objective, of Kanabec County Court Services is that we strive to contribute to the safety of the citizens of Kanabec County and beyond. The following are ways that we believe will continue to help our agency achieve this vision of improving public safety:

We believe in the importance of listening to our local law enforcement officers when they share their concerns about our clients. Beyond listening, we also believe that it is sometimes necessary to take immediate action depending on the type of concerns that are being shared. We know this is important because previous information shared by law enforcement has assisted our agency with preventing potential crimes from being committed by our client population. We believe that utilizing a variety of ways to provide offender accountability can, and does, prevent further crimes from happening.

We believe in the importance of trying our best to assist victims of crime. We do so by having positive interactions with victims and taking the necessary time to understand what their needs or wishes may be. We believe that victims need to be protected, compensated for losses, and listened to.

We believe that our staff members need to continue having positive relationships with our clients to improve the chances of having successful outcomes. Our agency has always stressed that our staff members communicate with their clients in a respectful and professional manner as we believe that our clients need to observe pro-social interactions by those in positions of authority. It is also important for our client population to know that they will be treated fairly by their probation agents. We believe that our clients will be more likely to accept the notion of making attempts to make improvements in their lives, rather than resist, if they have a good relationship with their probation agent.

We believe it is important for our probation agents to continue to learn how to identify the needs of our clients and make genuine efforts to motivate our clients to do what is necessary to obtain the help they may need. It is also important for our staff members to refer clients to the most appropriate types of programming to address those needs. When clients choose to address their needs, they may be more likely to make behavioral changes which will benefit themselves, Kanabec County, and the state of Minnesota.

Agency Training Requirements

Probation agents in Kanabec County Court Services are required to attend 40 hours of training on an annual basis. Our probation agents receive training in a variety of areas designed to assist them with their duties and responsibilities. Probation agents must have the ability to identify client risk, identify client needs, and assist clients with addressing their needs in the best possible way. Probation agents also need to be able to assess when a client is posing a risk to the public and take necessary actions to address these behaviors. Probation agents also need to have the ability to effectively communicate with clients, law enforcement, social services, schools, parents/guardians, other correctional agencies, and the Court. Given this wide array of duties and responsibilities, it is important that our probation agents receive training to assist them in all areas.

Our probation agents also receive training related to evidence-based practices such as motivational interviewing I & II, core correctional practices, LS/CMI and YLS/CMI (risk assessments), and case planning. Our probation agents also attend other training such as mandated reporter training, interstate compact training (for out of state transfers), intrastate transfer training, and various safety-related trainings such as introduction to safety, search & seizure, agent safety-live scenario, and defensive tactics.

All probation agents in our office are required to have the pre-trial assessment training which allows them to complete pre-trial bail evaluations. Further, all agents are required to attend the basic sexual offender training and the BCA single certification training as we have a secure computer in our office which allows us to obtain nationwide criminal history reports. Our staff are also required to attend training provided by Kanabec County such as safety training (OSHA), harassment & discrimination training, computer safety & awareness training, and data practices training.

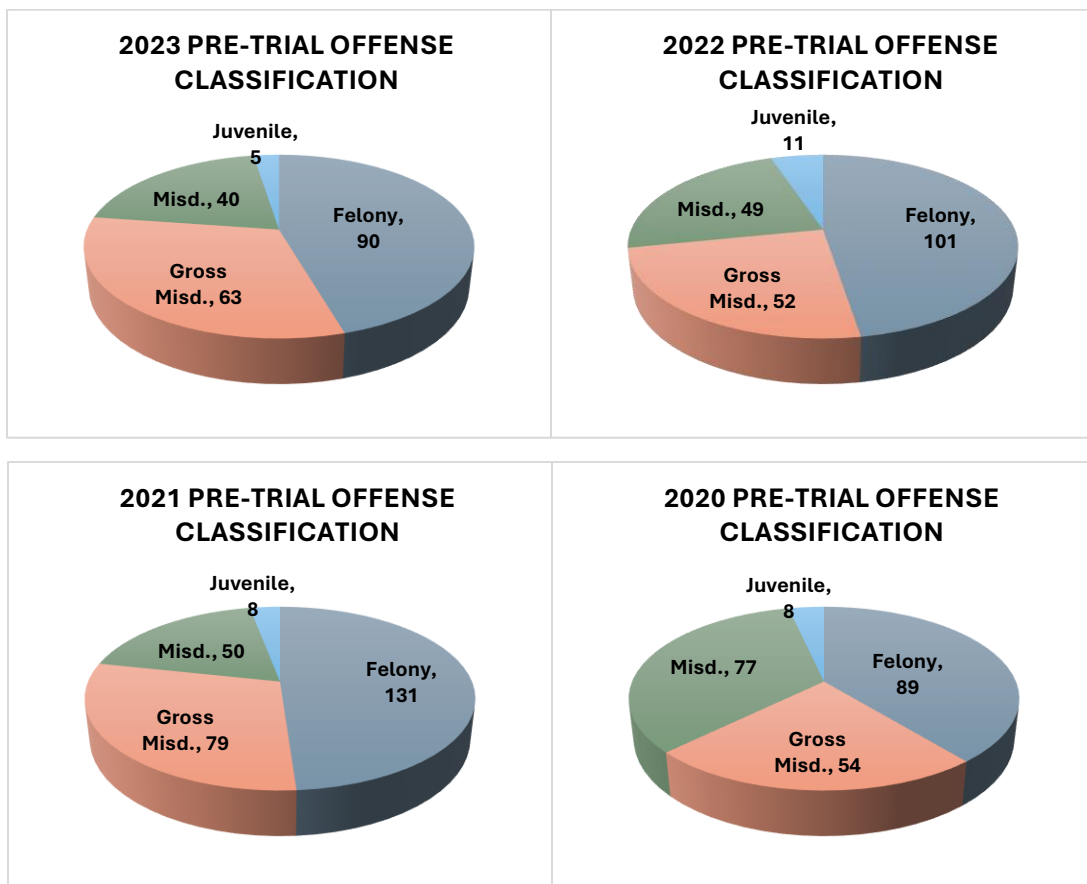
A large portion of the clients who are on probation or pre-trial release struggle with substance abuse issues and mental health issues (or both) so it is necessary for our staff to have knowledge about drugs, alcohol, and types of mental health disorders. Having this knowledge gives the probation agent a better understanding of their clients who are struggling with these issues and the best way to address these issues. Some higher risk clients have anti-social attitudes, values, and beliefs, so it is important for our probation agents to learn how to effectively communicate with those more challenging individuals.

Moving forward, it is also our goal to increase our training budget so we can address areas that our agency may be able to improve upon. Additional funding will also provide our probation agents with opportunities to join organizations that offer cost-effective training opportunities.

OVERVIEW OF SUPERVISION POPULATION FOR PRE-TRIAL RELEASE

Pre-Trial Offense Classification (by level of offense for adults and juveniles)

The following charts illustrate the quantity of pre-trial offenders supervised by Kanabec County Court Services by level of offense: felony, gross misdemeanor, and misdemeanor. Adult felony level offenses were the most common level by a wide margin in 2023, 2022, and 2021 with the only exception being in 2020 when felony level offenses (89) barely surpassed misdemeanors (77). (**NOTE:** this is a snapshot of pre-trial release populations on December 31st of 2023, 2022, 2021, and 2020).



The following is a breakdown of the level of offense for **juveniles** (NOTE: this is a snapshot of juveniles on pre-trial release on December 31, 2023, 2022, 2021, and 2020):

2023: Felony 1, Gross Misdemeanor 2, and Misdemeanor 2= 5 total

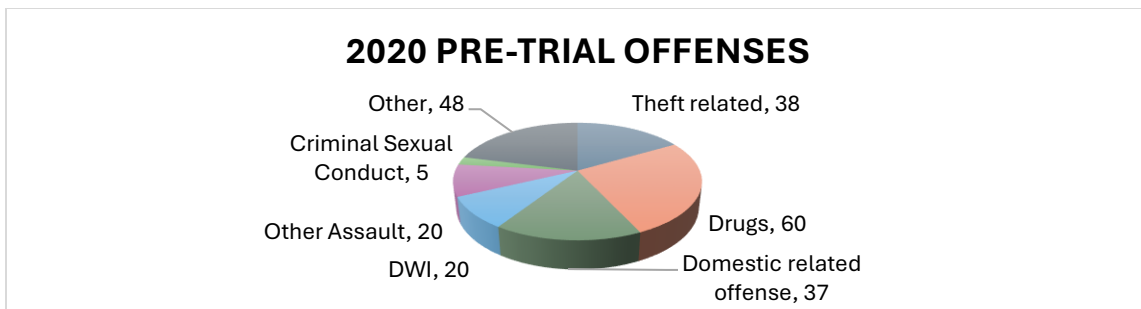
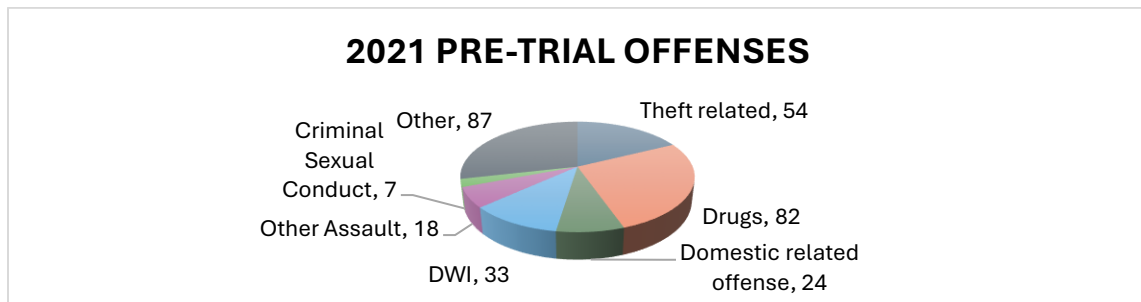
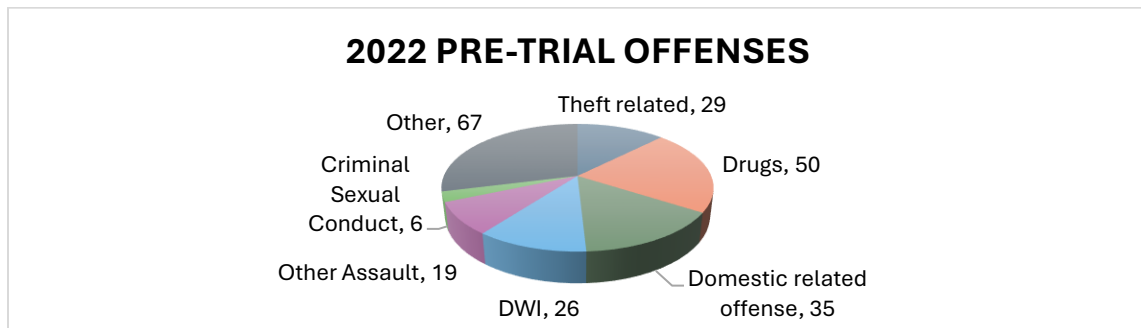
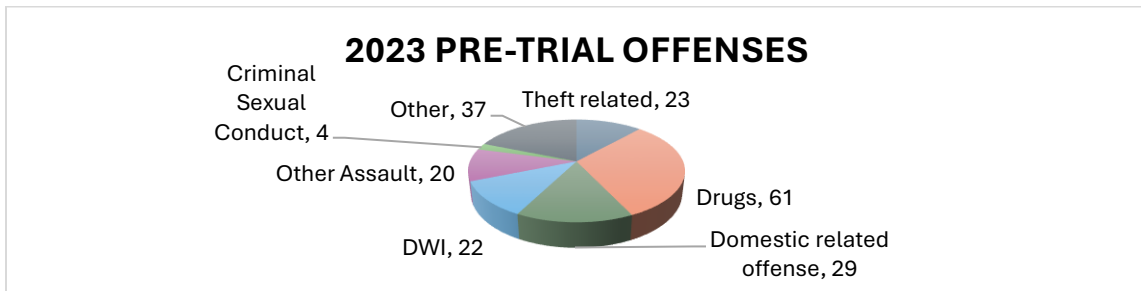
2022: Felony 2, Gross Misdemeanor 5, Misdemeanor 4= 11 total

2021: Felony 5, Gross Misdemeanor 2, Misdemeanor 1= 8 total

2020: Felony 3, Gross Misdemeanor 1, Misdemeanor 4= 8 total

Pre-Trial Offenses (by types for adults and juveniles)

The following charts listed below illustrate the specific types of offenses for adult and juvenile offenders who were placed on pre-trial release in Kanabec County over the past 4 years. Drug-related offenses were the most common type of offense for those on pre-trial release in Kanabec County followed by either theft-related crimes or domestic-related crimes (**NOTE:** This is based on a snapshot of pre-trial population on December 31st of 2023, 2022, 2021, and 2020).



Pre-Trial Population By Gender for adults (with juvenile information listed below graphs)

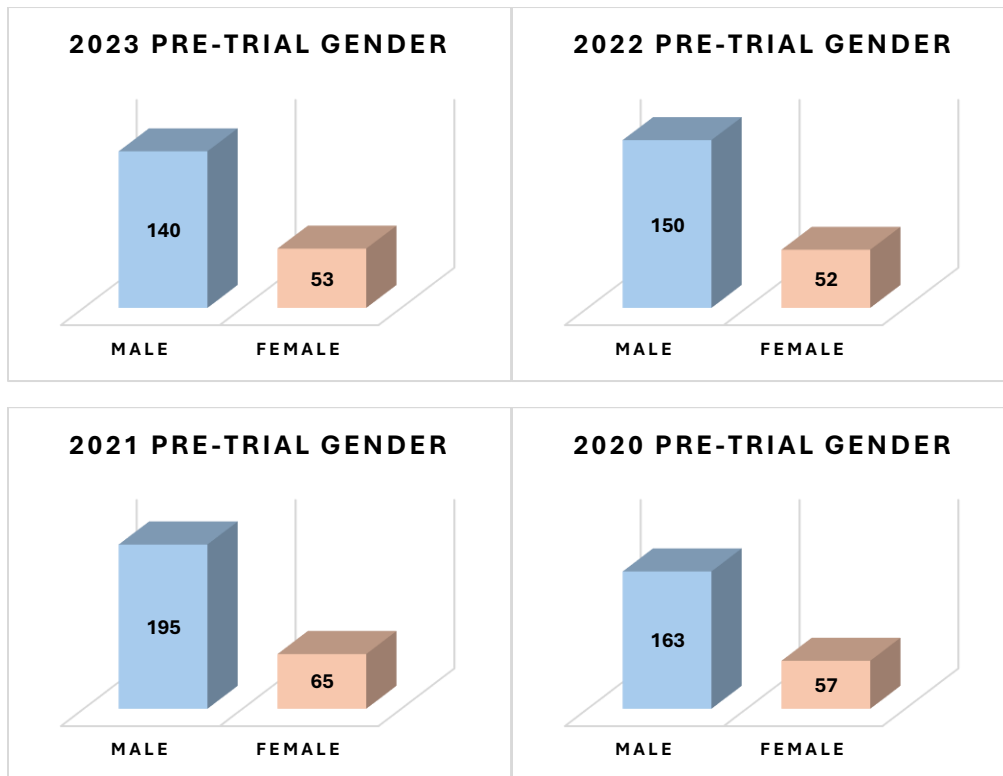
The following graphs indicate that adult male offenders on pre-trial release supervision far outweigh the number of females on pre-trial release in Kanabec County by approximately a 3:1 margin. The following is the percentage of adult male pre-trial release offenders versus the percentage of adult female pre-trial release offenders and the percentages of males versus females is consistent during each year (**NOTE:** This is based on a snapshot of pre-trial population on December 31st of 2023, 2022, 2021, and 2020).

2023: Adult Male (73%), Adult Female (27%)

2022: Adult Male (74%), Adult Female (26%)

2021: Adult Male (75%), Adult Female (25%)

2020: Adult Male (74%), Adult Female (26%)



The following is a breakdown of juveniles who were on pre-trial release in Kanabec County by gender (**NOTE:** This is based on a snapshot of juvenile pre-trial population on December 31st of 2023, 2022, 2021, and 2020).

2023: Juvenile white males=4

Juvenile white females=1 (5 total)

2022: Juvenile white males=6

Juvenile white female=5 (11 total)

2021: Juvenile white males=8

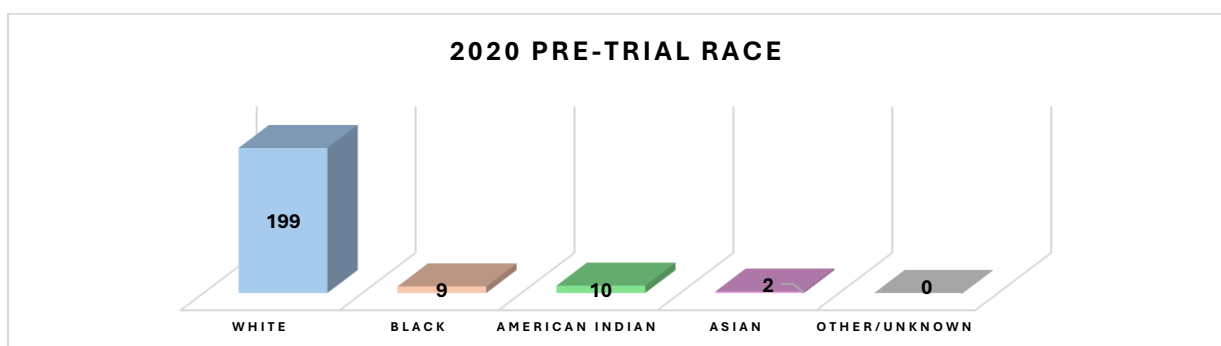
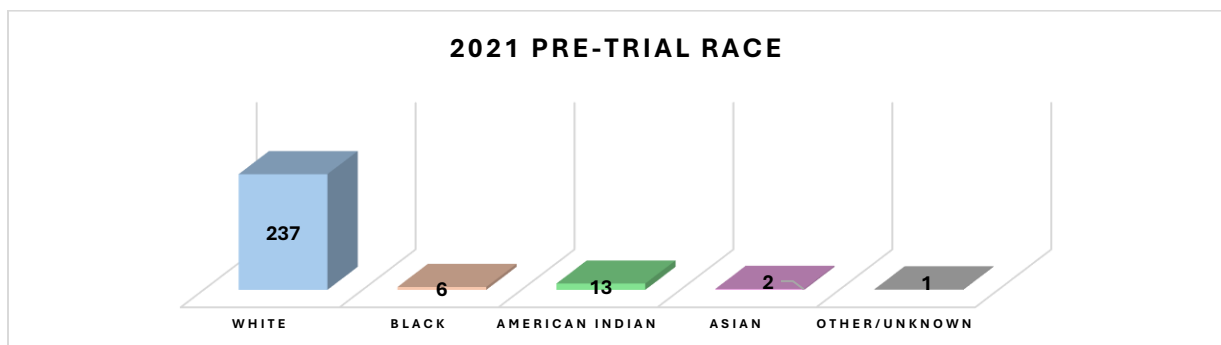
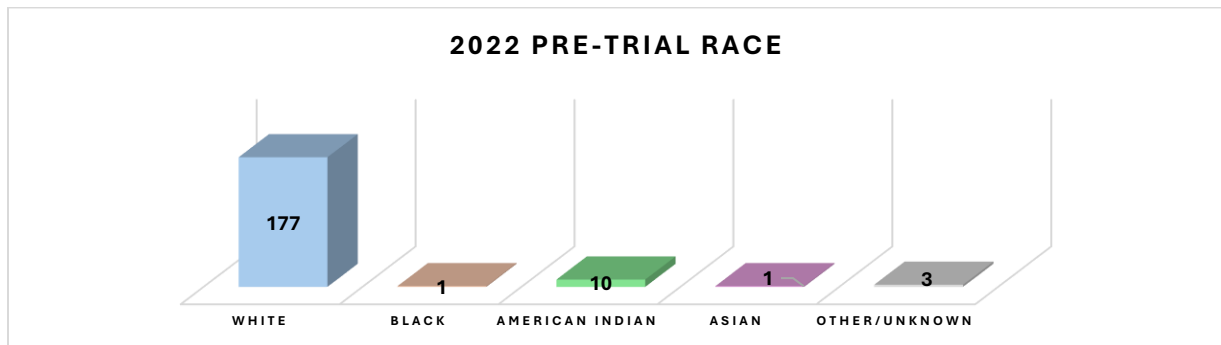
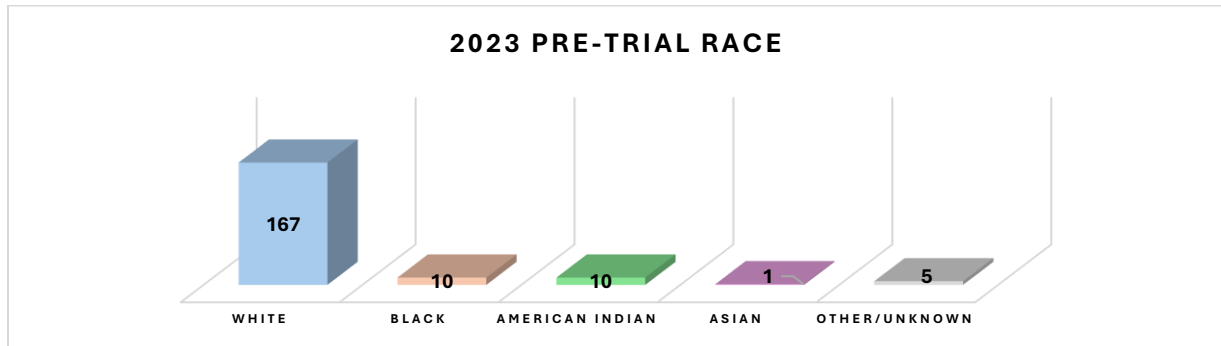
Juvenile white females=0 (8 total)

2020: Juvenile white males=7

Juvenile white females=0 (7 total)

Pre-Trial Population for Adults By Race (Juvenile information listed in bold)

A large portion of the adult pre-trial population that Kanabec County Court Services provides supervision for are white (about 95%). **All juveniles who were on pre-trial population were white.** These percentages are consistent with the overall population (about 95% white) in Kanabec County (**NOTE:** This is based on a snapshot of adult and juvenile pre-trial client populations on December 31st of 2023, 2022, 2021, and 2020)



Pre-trial Population by Ethnicity for adults (juvenile information listed below graphs)

The following graphs listed below indicate most adult offenders who are placed on pre-trial release in Kanabec County are of non-Hispanic origin (**NOTE:** This is based on a snapshot of adult and juvenile pre-trial client populations on December 31st of 2023, 2022, 2021, and 2020). The following is a breakdown by percentage:

2023: Non-Hispanic (88%), Unknown (10%), Hispanic (.015%)

2022: Non-Hispanic (89%), Unknown (8%), Hispanic (.029%)

2021: Non-Hispanic (88%), Unknown (10%), Hispanic (.015%)

2020: Non-Hispanic (92%), Unknown (7%), Hispanic (.013%)

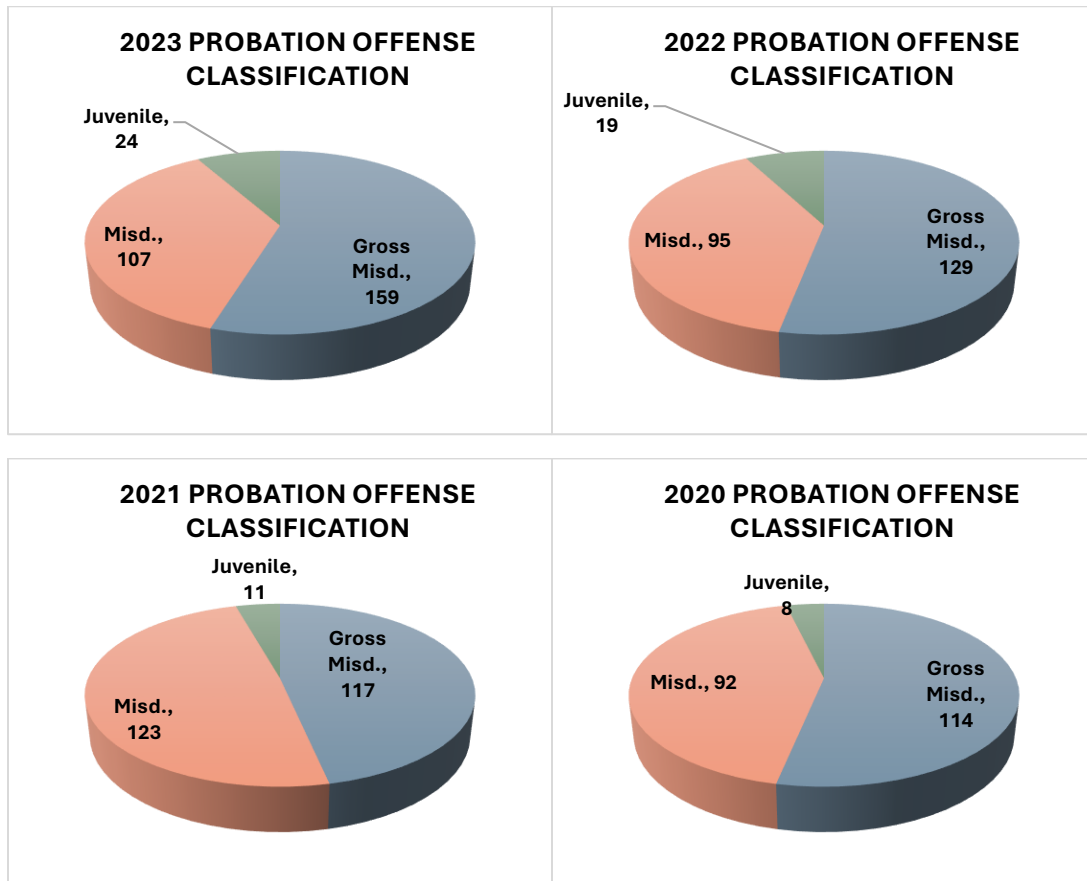


NOTE: All juveniles on pre-trial release on December 31st of 2023, 2022, 2021, and 2020 were non-hispanic.

OVERVIEW OF SUPERVISION POPULATION FOR PROBATION

Probation Offense Classification (by level of offense for adults and juveniles)

The following charts illustrate the quantity of probation offenders supervised by Kanabec County Court Services by offense level: gross misdemeanor, misdemeanor, and juvenile. Adult gross misdemeanor offenses were the most common level of offense in 2023, 2022, and 2020. In 2021, misdemeanor level offenses (123) barely surpassed gross misdemeanor offenses (117) (**NOTE:** this is based on a snapshot of probation population on December 31st of 2023, 2022, 2021, and 2020).

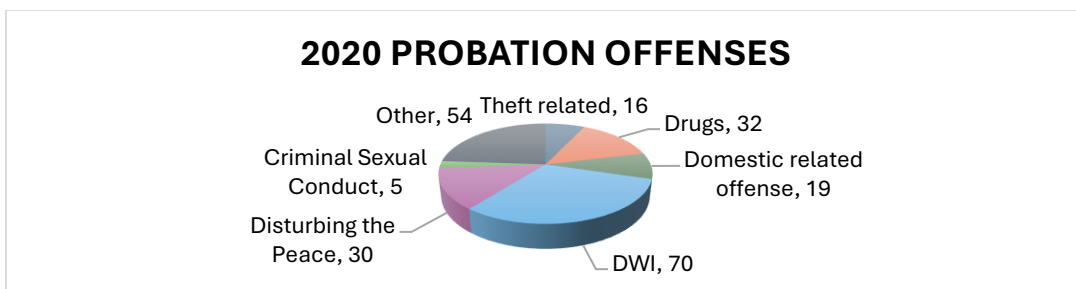
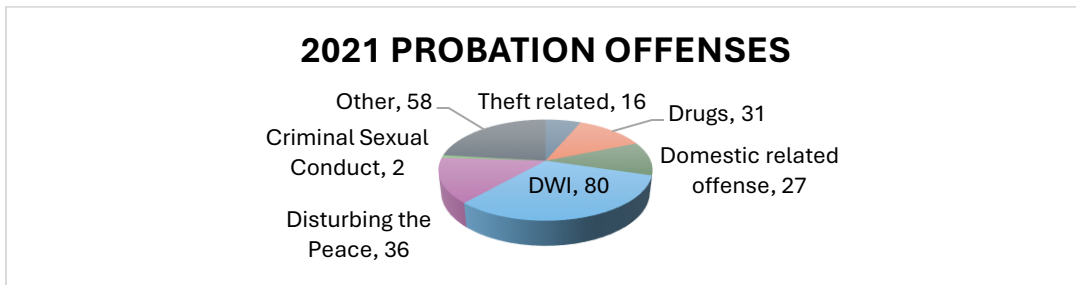
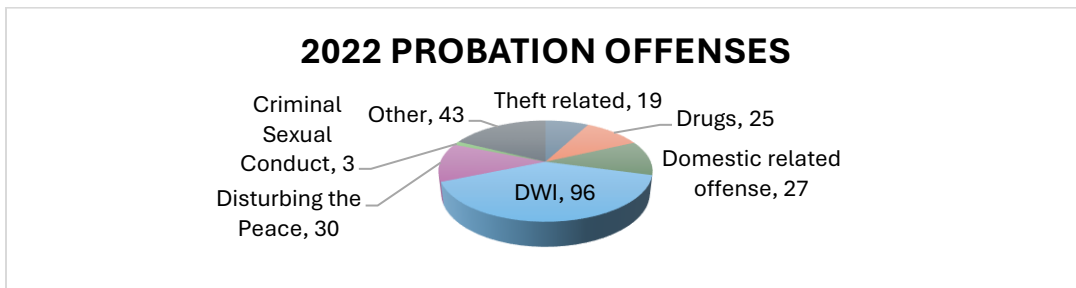
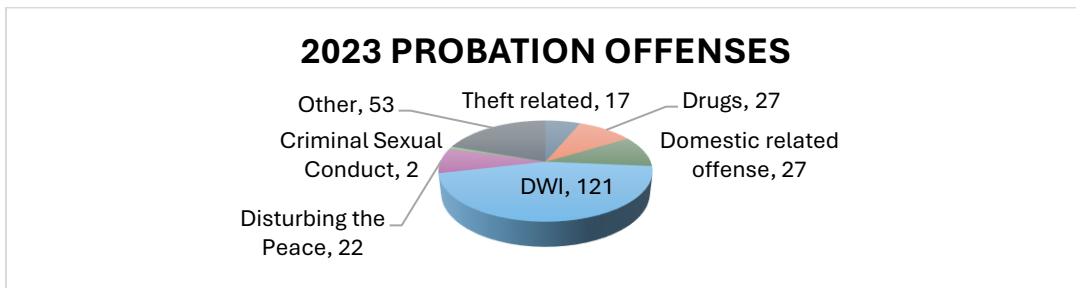


The following is a breakdown of the level of offense for **juveniles** on probation by year (**NOTE:** this is based on a snapshot of **juvenile** population on December 31st of 2023, 2022, 2021, and 2020):

2023: Felony 9, Gross Misdemeanor 5, and Misdemeanor 10	Total= 24
2022: Felony 6, Gross Misdemeanor 4, Misdemeanor 9	Total= 19
2021: Felony 1, Gross Misdemeanor 1, Misdemeanor 9	Total =11
2020: Felony 3, Gross Misdemeanor 4, Misdemeanor 15	Total= 22

Probation Offenses (by types for adults and juveniles)

The following charts listed below illustrate the specific types of offenses for adult and juvenile offenders who were placed on probation in Kanabec County. DWI offenses were the most common type of offense for those on adult probation in Kanabec County in 2023, 2022, 2021, and 2020 followed by either drug-related (2020), domestic-related (2023), or disturbing the peace offenses (2023, 2022, 2021). Those convicted of theft-related offenses are oftentimes convicted of a felony which is why theft-related offense numbers are higher for those on pre-trial release versus probation (**NOTE:** this is based on a snapshot of probation population on December 31st of 2023, 2022, 2021, and 2020).



Probation Population by Gender for adults (with juvenile information listed below graphs)

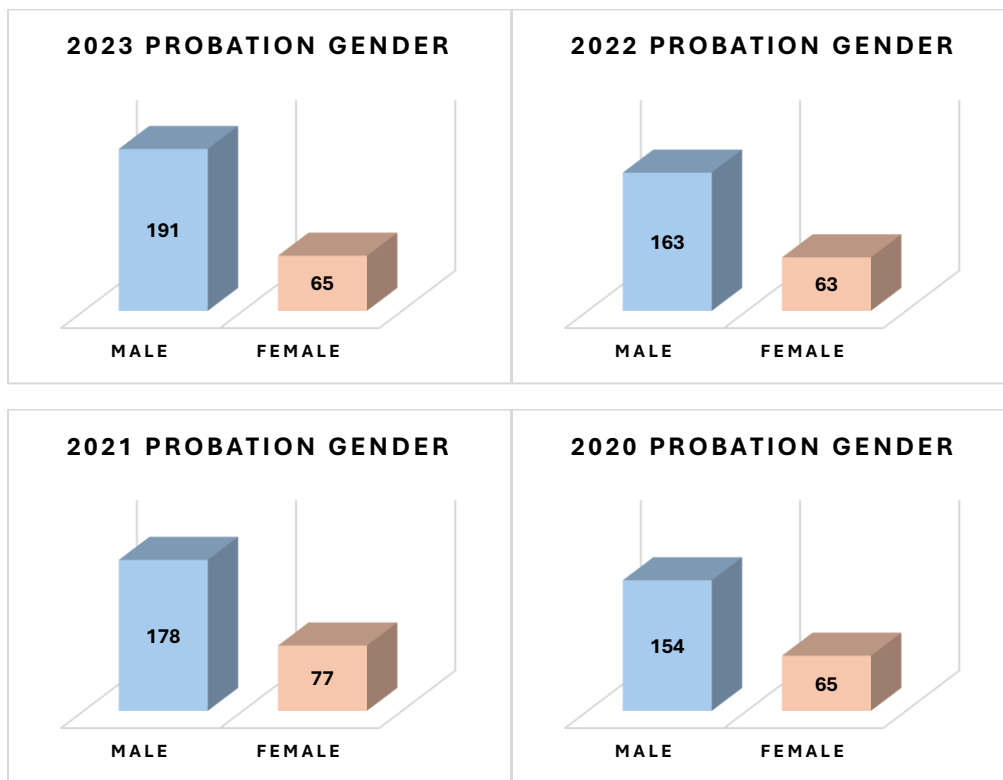
The following graphs indicate that adult male offenders on probation supervision far outweigh the number of females on probation in Kanabec County by approximately a 3:1 margin. The following is the percentage of adult males on probation versus the percentage of adult females on probation (**NOTE:** This is based on a snapshot of the adult probation population on December 31st of 2023, 2022, 2021, and 2020):

2023: Adult Male (75%), Adult Female (25%)

2022: Adult Male (72%), Adult Female (28%)

2021: Adult Male (70%), Adult Female (30%)

2020: Adult Male (70%), Adult Female (30%)

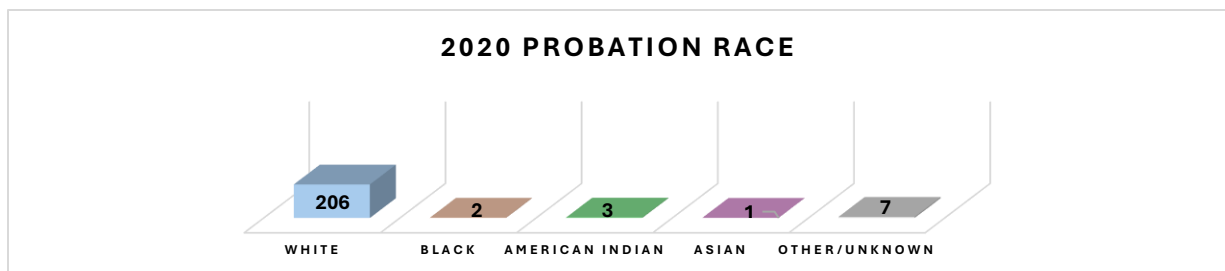
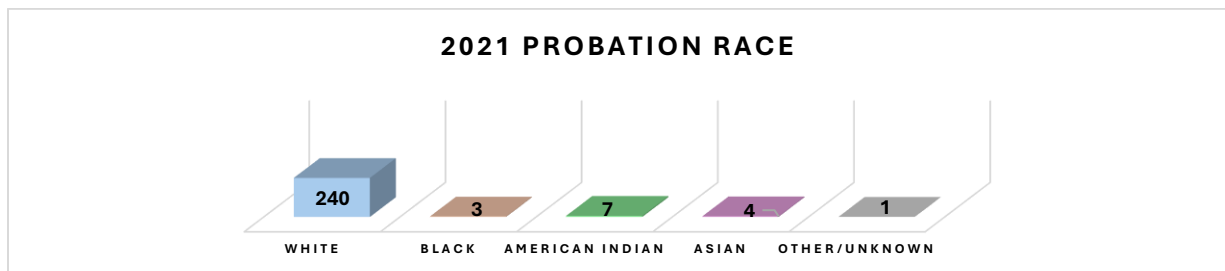
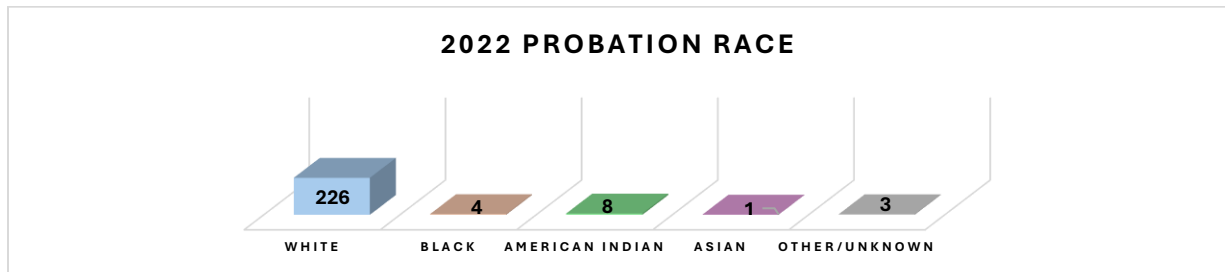
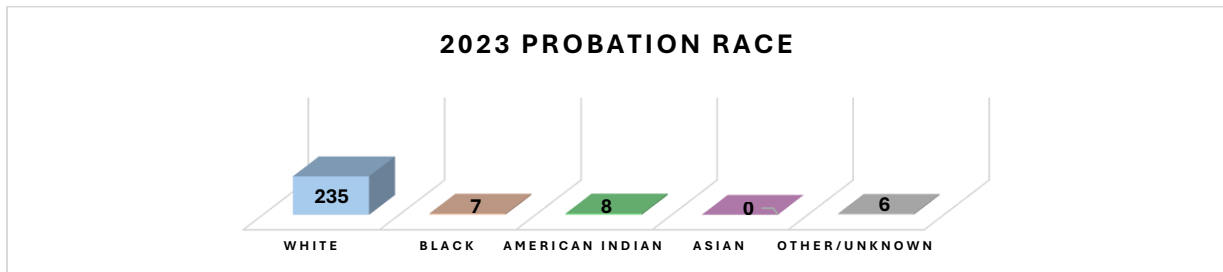


The following is a breakdown of juveniles who were on probation in Kanabec County by gender (**NOTE:** this is based on a snapshot of the juvenile probation population on December 31st of 2023, 2022, 2021, and 2020):

2023: Juvenile white males= 19	Juvenile white females= 5	Total=24
2022: Juvenile white males= 12	Juvenile white female= 7	Total=19
2021: Juvenile white males= 8	Juvenile white females= 3	Total=11
2020: Juvenile white males= 19	Juvenile white females= 2	Total=21

Probation Population for Adults by Race (Juvenile information listed in bold)

A large portion of the adult probation population that Kanabec County Court Services provides supervision for are white. More specifically, 91% in 2023, 93% in 2022, 94% in 2021, and 94% in 2020. This is consistent with the overall population (about 95% white) in Kanabec County. **It should be noted that 96% of juveniles on probation supervision were also white (NOTE: this is based on a snapshot of the probation population on December 31st of 2023, 2022, 2021, and 2020).**



Probation Population by Ethnicity for adults (Note: juvenile information listed below graphs)

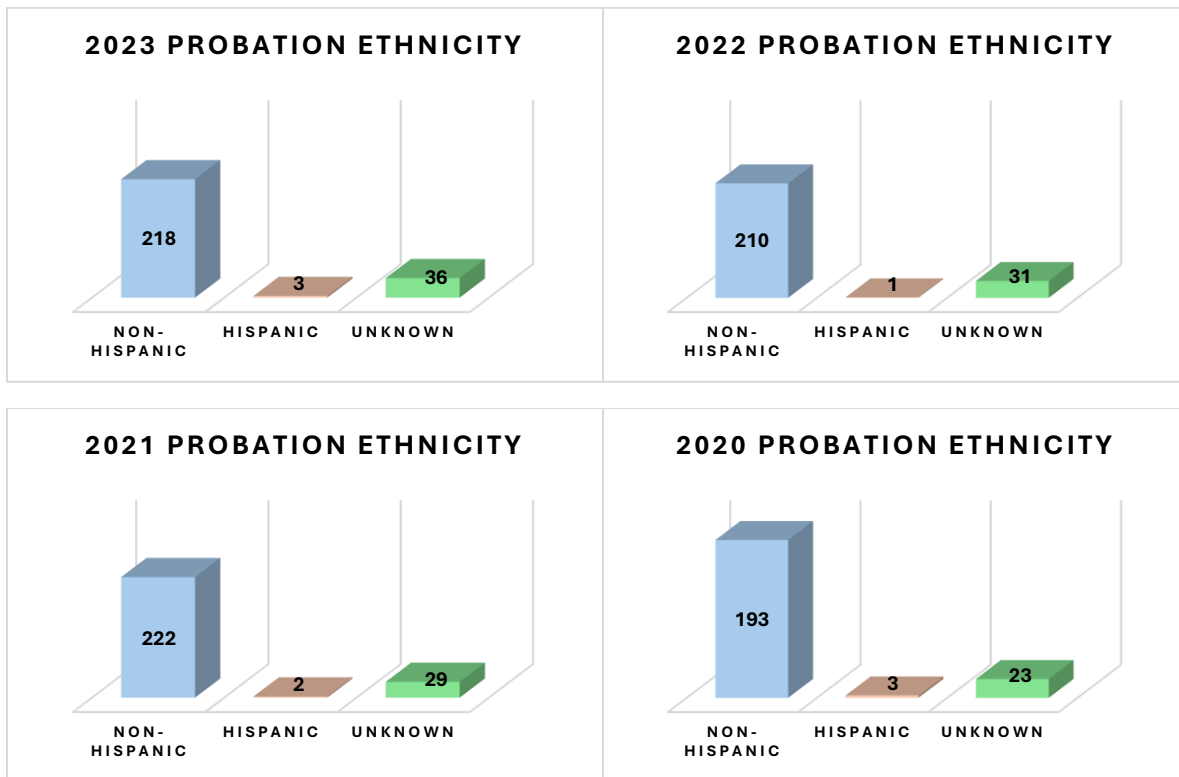
The following graphs listed below indicate that most adult offenders who are placed on probation in Kanabec County are of non-Hispanic origin (**NOTE:** this is based on a snapshot of probation client population on December 31st of 2023, 2022, 2021, and 2020). The following is a breakdown by percentage:

2023: Non-Hispanic (85%), Unknown (14%), Hispanic (1%)

2022: Non-Hispanic (87%), Unknown (13%), Hispanic (0.4%)

2021: Non-Hispanic (88%), Unknown (11%), Hispanic (0.7%)

2020: Non-Hispanic (88%), Unknown (10.5%), Hispanic (1.3%)



2023: Non-Hispanic (96%), Hispanic (4%)

2022: Non-Hispanic (100%), Hispanic (0%)

2021: Non-Hispanic (100%), Hispanic (0%)

2020: Non-Hispanic (96%), Hispanic (4%)

Percentage and number of adult pre-trial clients by risk level

	High	Medium	Low/ Very Low	Unknown	Total
Number	46	50	45	31	172
Percent	27%	29%	26%	18%	100%

Note: data was as of 2/16/24

Percentage and number of adult probation clients by risk level

	High	Medium	Low	Unknown	Total
Number	15	55	102	76	248
Percent	6%	22%	41%	31%	100%

Note: data was as of 2/16/24

Adult Average Caseload Sizes by number of probation/pretrial clients by risk levels

Caseload Type	Probation High	Probation Medium	Probation Low/Very Low	Probation Unknown	Pretrial High	Pretrial Medium	Pretrial Low/ Very Low	Pretrial Unknown	Total
High # %	11 28%	5 13%	0 0%	3 8%	18 46%	2 5%	0 0%	0 0%	39 100%
Medium # %	0 0%	38 50%	0 0%	8 11%	0 0%	26 35%	0 0%	3 4%	75 100%
Low # %	1 1%	8 10%	35 42%	15 18%	10 12%	4 5%	8 10%	2 2%	83 100%
Probation Admin # %	0 0%	0 0%	62 100%	0 0%	0 0%	0 0%	0 0%	0 0%	62 100%
Pretrial Admin # %	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	30 100%	30 100%

High Risk-Sarah Schumacher (39 clients), Medium risk-Andrew Maggaard (75 clients), Low Risk-Lucas Athey (83 clients)

Note: data was as of 2/16/24

Percentage and number of probation clients by risk level for juveniles

	High	Medium	Low/ Very Low	Unknown	Total
Number	2	7	11	0	20
Percent	10%	35%	55%	0%	100%

It should be noted that Brandon Cook is our primary juvenile probation agent and he currently has 11 additional juveniles who are on pre-trial release and he also handles all juvenile diversion files when juveniles are referred to our office by the Kanabec County Attorney’s Office.

Percentage of adult probation cases closed successfully vs. unsuccessfully in 2022

Of the 145 adult probation clients released from probation in 2022, 131 were released in good standing for a percentage of 90.34%.

Percentage of juvenile probation cases closed successfully vs. unsuccessfully in 2022

Of the 12 juvenile probation clients released from probation in 2022, 11 were released in good standing for a percentage of 91.67%.

STRATEGIC PLANNING

Our agency will follow the recommendations of the Community Supervision Advisory Council regarding evidence-based practices including, but not limited to, case planning, uniform supervision standards, and a standardized sanctions grid.

Our agency will be proposing an increase in our 2025 budget for training. This additional training budget will also allow our agency to follow guidelines established by the Community Supervision Advisory Committee as well as address any other areas that we believe will help our staff (safety) and our client population (evidence-based). These extra resources will enable our staff members to expand their involvement with correctional organizations as well as provide them with additional cost-effective training opportunities.

Our agency will follow the recommendations of the Community Supervision Advisory Committee regarding adding or modifying data that needs to be entered into the Court Services Tracking System (CSTS) which will assist with measuring recidivism statistics.

Our agency will continue to explore ways to incorporate client-specific caseloads such as pre-trial release, DWI, or gender-specific caseloads.

Our agency will explore the possibility of collaborating with the Kanabec County Attorney's Office and be involved in an adult diversion program.

Our agency will incorporate risk assessment results into adult pre-sentence investigation reports and juvenile pre-dispositional reports.

Our agency will explore the possibility of utilizing other risk assessments specifically designed for DWI offenders such as the Alcohol Use Disorders Identification Test (AUDIT) or the Impaired Driving Assessment (IDA).

ADULT PRE-TRIAL SUPERVISION/SERVICES

Adult Pre-trial Release Evaluations

Kanabec County Court Services has been responsible for providing the Court with pre-trial bail evaluations for many years. The bail evaluations have changed over the course of time with the most recent revision of the Minnesota Pre-trial Release Evaluation (MNPAT-R) form being incorporated on January 1, 2024. All staff are trained each time a bail evaluation is revised. These pre-trial bail evaluations are important as information contained in the evaluations is used by the Court to set unconditional and conditional bail amounts and determine an offender's conditions of release.

When our probation agents arrive at work each day the first thing that they do is review the in-custody roster which is provided by Kanabec County Jail. If there are individuals in custody who have committed new offenses that require a bail evaluation, our staff begin the process of completing the bail evaluation(s), so they are completed prior to a Bail Hearing. Some types of offenses do not require a bail evaluation. Further, some individuals are in custody because they were arrested for other reasons such as failing to appear for previously scheduled Court hearings. The following is the number of evaluations completed by our agency over the past 4 years:

	2020	2021	2022	2023	Total
Number of evaluations	71	116	118	102	407

Adult Pre-trial Supervision

Kanabec County Court Services has provided pre-trial release supervision for any person who has Court ordered conditions of release for many years. These conditions of release are established at a bail hearing (if arrested) or an initial appearance (for those summoned). Typically, one of the conditions of release is the offender must report to Kanabec County Court Services within a certain time frame (i.e. immediately upon release, within 24 hours, etc.) so one of our probation agents can meet with the offender.

During this initial meeting, our probation agent will gather all contact information such as address, phone number, and email address. The probation agent also addresses any questions the client may have so the client has a good understanding of what their conditions of release are. The probation agent will also provide the offender with type and frequency of pre-trial supervision contacts. The level of supervision is generally determined by the client's bail score, prior record, employment, and type of offense (person vs. non-person) the offender is alleged to have committed. Pre-trial release clients with pending person offenses and high bail scores will generally receive more frequent supervision than low risk non-person clients. We also consider whether the client is currently being supervised by another corrections agency and the level of supervision the other agency is providing. If the client is already on probation or pre-trial release with another agency, our probation agent will communicate with the other agency. The purpose of contacting the other agency is to provide the other agency with the type of new offense(s) the client allegedly committed in Kanabec County, and what the offender's conditions of release are, and who will be the primary supervising agent. If it is determined the other agency will be the primary supervising agency, we do not close our file.

If the client is ordered by the Court to be on an ankle bracelet or electronic home alcohol monitoring, the probation agent will assist the client with taking the necessary steps to obtain the ankle bracelet or alcohol monitor within the time frame ordered by the Court. The probation agent will also explain to the client that conditional release violation reports can result in the Court issuing a warrant or summons to address any alleged pre-trial

release violations. Finally, the probation agent will also explain to the client that in some instances an Apprehend and Detain Order may be issued by the Court Services Director if the offender absconds from pre-trial release supervision or the client's behavior is posing a risk to public safety.

It should be noted that abstinence from using alcohol or non-prescribed controlled substances and submitting to random chemical testing are two commonly ordered conditions of pre-trial release in Kanabec County. If pre-trial clients are unable to comply with those conditions, our probation agents may increase their level of supervision to reinforce sobriety and assist clients with addressing their substance abuse issues. Our probation agents also assist pre-trial release clients with other issues they wish to address (i.e. mental health, violence, etc.). Our primary objectives with pre-trial release clients are to ensure clients are attending their Court hearings, ensure clients are abiding by their Court ordered conditions of release, and addressing public safety issues that sometimes arise. Our probation agents do not speak to pre-trial release clients about the circumstances of their case, nor do we share our opinions with our clients about potential plea agreements.

Kanabec County supervision standards for adult pre-trial release offenders is listed below (NOTE: probation agents in our office may increase contact frequency if a client appears to be posing a risk to the anyone in the public and there are times when the Court may order more frequent contact (i.e. daily, 2x/week, 1x/week, etc.).

Supervision Type	MNPAT-R Score	Required Supervision Contact
High	12-18	Minimum contact 1x/30 days
Moderate	6-10	Minimum contact 1X/60 days
Low	0-4	Minimum contact 1X/ 90 days
Administrative- Very Low	As needed	As needed. (Those on administrative status are not subject to chemical testing.)

Adult Pre-Sentence Investigations (how PSI's are completed)

When a pre-trial release offender enters a plea of guilty to gross misdemeanor or misdemeanor offenses (or is found guilty via a Court trial or jury trial), the Court will sometimes order Kanabec County Court Services to complete a pre-sentence investigation (PSI). When this occurs, a probation agent will schedule an appointment with the offender and, if possible, provide the client with the Level of Service/Case Management Inventory

(LS/CMI) questionnaire so it can be completed prior to the appointment. Probation clients will typically have questions about the process which the probation agent will address so the client has a better understanding of their situation. The probation agent will also obtain information about the offender's prior criminal history.

During the appointment, the probation agent will review the LS/CMI questionnaire which contains a wide array of information including, but not limited to, the offender's current living situation, employment/education status, financial situation, substance use information, mental health information, hobbies, friends/acquaintances, and family/marital information. The probation agent will also obtain the defendant's version of the offense and review the plea agreement (for those who were not convicted via a trial).

If the client's offense involved a victim, the probation agent will communicate with the Kanabec County Victim Services Coordinator prior to contacting the victim. Our victim services coordinator will provide the probation agent with insight about whether the victim is comfortable with further discussing the matter with the probation agent. This is valuable information as some victims prefer not to have discussions with multiple people from the Court system. Our Victim Services Coordinator will generally be able to provide valuable information to the probation agent such as if the victim incurred any physical or emotional harm, the victim's opinion about what type of consequences they would like the Court to consider, what type of rehabilitation they feel the offender may benefit from, if they would like a no contact order, or if they are claiming any restitution.

Once our probation agent has gathered all necessary information, the probation agent will use the information to complete the pre-sentence investigation report for the Court. Our agency will generally supply the pre-sentence investigation report to the Court at least one week prior to the Court Sentencing. The Court will then have time to review the report and use the information to assist with determining an appropriate disposition. Occasionally, pre-sentence reports are unable to be completed in a timely fashion. One common reason for this is due to a client's inability to cooperate with the completion of the report which sometimes leaves the Court with no other alternative than to issue a warrant for the offender's arrest. Our agency will begin to incorporate risk/needs categories into our pre-sentence investigations.

Post Sentence Investigations

Occasionally, the Court will order post-sentence reports and the same procedures are followed as what was previously mentioned for pre-sentence investigations except the reports are not completed prior to the offender being sentenced.

Domestic Violence Inventory (DVI)

When offenders in Kanabec County have committed domestic-related offenses, the Court will order those offenders to complete a domestic violence inventory (DVI). A domestic violence inventory is a 155-item risk and needs assessment that can typically be completed in about 30-45 minutes on a computer. Once an offender completes a DVI, computer generated results will target areas such as truthfulness, potential for further violence to self or others, ability to control oneself or others, alcohol use, drug use, and ability to cope effectively with stress. It is an accurate, objective, and fair second opinion to utilize as a tool to assist a probation agent prior to making a recommendation.

Adult Pre-Sentence Electronic Monitoring

Minnesota Monitoring, Inc. has provided electronic monitoring services (i.e. house arrest, GPS, and electronic home alcohol monitoring) for Kanabec County for many years. Minnesota Monitoring has also been able to provide random drug testing for individuals who are on pre-trial release in Kanabec County and are directed to submit to random drug testing but don't live near Kanabec County (i.e. those who live in the metro or St. Cloud areas).

Adult Diversion

Kanabec County Court Services is not currently involved in an adult diversion program. Our office provides supervision to adults who have received Continuances for Dismissal and/or Stays of Adjudication and are ordered to be on probation.

ADULT PROBATION

Adult Risk Assessments

Kanabec County Court Services uses the Level of Service/Case Management Inventory (LS/CMI) as a risk assessment for adult clients on probation. The LS/CMI determines the primary areas of need for our clients and is a valuable tool for determining the level of supervision a client should have based on their risk level. Clients are reassessed on an annual basis. Our agency also uses the Domestic Violence Inventory (DVI) for clients who commit domestic-related offenses.

Adult Supervision

When an adult offender is placed on probation by the Court in Kanabec County, our office will receive a Court sentencing order. Once the sentencing order is received, the information is entered into our Court Services Tracking System (CSTS) and the client's file is assigned to a probation agent. The probation agent then contacts the client and schedules an intake appointment. The primary purpose of the intake appointment is to meet with the

new client, explain what our role is, build rapport, and review the client’s conditions of probation. Typically, this is when a probation agreement, privacy statement, and releases of information are signed by the client. The LS/CMI questionnaire would also be provided to the clients who were not ordered to complete a pre-sentence report prior to sentencing. A second meeting is then scheduled for the purpose of reviewing the clients completed LS/CMI questionnaire. After the probation agent is through with reviewing the LS/CMI with the client and obtaining any other collateral information, the LS/CMI information is entered on a computer.

The completed LS/CMI will reveal scores in 8 categories which include criminal history, education/employment, family/marital, leisure/recreation, companions, alcohol/drug problem, pro-criminal attitude/orientation, and anti-social pattern. The LS/CMI will also provide an overall score which is used to determine the level of supervision the client will receive while on probation. A client with a higher score (20+) will be required to have more frequent contact with their probation agent than someone with a moderate or lower risk score. Our goal is to utilize the term of probation to motivate a client to address their higher risk/need areas so they can make positive behavioral changes. By making these changes, a client may reduce their chances of committing further offenses.

Kanabec County Supervision Standards for adult probation offenders is listed below:

RISK LEVEL LS/CMI	Contact Level	Required Supervision Contact
Very High (LS/CMI Score 30+) Case Plan-Required	Intensive	Minimum contact 1X/week Can be reduced to 2X/month (high level) if offender is making progress with addressing identified needs, has been compliant with terms and conditions of probation, and re-assessment warrants reduction.
High (LS/CMI Score of 20-29) Case Plan-agent discretion depending on offender’s willingness to address identified needs.	High	Minimum contact 2X/month Can be reduced to 1X/45 days (medium level) if offender is making progress with addressing identified needs, has been compliant with terms and conditions of probation, and re-assessment warrants reduction.
Medium (LS/CMI Score of 11-19) No Case Plan required	Medium	Minimum contact 1X/45 days Can be reduced to 1X/3 months (or low level) if compliant with terms and conditions of probation during first year of probation.
Low (LS/CMI Score 0-10) No Case Plan required	Low	Minimum contact 1X/3 months Can be assigned to administrative caseload if compliant with terms and conditions of probation and does not have abstinence and chemical testing as conditions of probation.
Administrative-Very Low No Case Plan required	As needed	As needed.

During the term of probation, the probation agent also needs to ensure clients are also abiding by their court ordered conditions of probation. There are some occasions when a client will violate the terms or conditions of probation. If this occurs, the probation agent will need to make decisions about how to address a probation violation. Kanabec County Court Services utilizes probation violation sanction conferences. Probation violation sanctions require Court involvement but not a Court hearing. Sanctions are typically used for clients who violate the terms of their probation for the first time and the type of violation is less serious. Our probation agents utilize a variety of ways to address less serious violations such as community work service, electronic home monitoring, more frequent personal contact, or directing clients to follow recommendations of further assessments.

When a client's behavior is posing a danger to the public or the client continually violates the terms and conditions of probation, incarceration is oftentimes recommended. If a client's behavior is posing a danger to the public, sometimes it is necessary to utilize an Apprehend and Detain order. An Apprehend and Detain order can be issued by the Court Services Director.

Adult Probation Electronic Monitoring

Minnesota Monitoring, Inc. has provided electronic monitoring services (i.e. house arrest, GPS, and electronic home alcohol monitoring) for Kanabec County Court Services for many years. Minnesota Monitoring has also been able to provide random drug testing for individuals who are on probation in Kanabec County with non-transferrable cases and are directed to submit to a random drug testing but don't live near Kanabec County (i.e. those who live in metro or St. Cloud areas).

Adult Community Work Service

Kanabec County has many approved work sites that an adult client can utilize to perform community work service. Some of our clients perform community work service in lieu of paying fines while others are ordered by the Court to perform community work service hours as an alternative to incarceration.

Other Adult Programming

The following is a list of commonly used programs that adult offenders in Kanabec County may be required to attend while on probation:

DWI education courses	Driving with Care
Cognitive Skills courses	Anger management programs
Domestic Abuse programs	MADD Victim Impact Panel
Support Groups (AA/NA)	Mental health assessments/therapy
Substance abuse programming	Sexual Offender programming

JUVENILE PRE-TRIAL SUPERVISION/SERVICES

Juvenile Pre-trial Release

Kanabec County Court Services also provides pre-trial release supervision for juvenile offenders. The conditions of release vary based on the type of offense (person/non-person) and other factors. When a juvenile is ordered to be on pre-trial release, our juvenile probation agent will maintain contact with the juvenile to ensure the conditions of release are being complied with. It is also a good opportunity for the juvenile agent to gather information and collaborate with others such as parents/guardians, school officials, or anyone else the juvenile may be affiliated with. If a juvenile is unable to abide by the conditions of release, the juvenile agent will file a conditional release violation so the Court can address the alleged violations of conditional release. As is the case with adults, if a juvenile offender's behavior is posing a danger to the public, an Apprehend & Detain order can be issued to keep others, including the juvenile, safe.

Juvenile Detention

If a juvenile is placed into a detention facility, our juvenile probation agent will appear at a juvenile detention hearing. The juvenile agent will gather information and make a recommendation to the Court about whether the juvenile should remain in detention or if there are other less restrictive options. Less restrictive options can range from returning home with conditions of release, returning home on house arrest, or a placement into a less restrictive detention facility. The Court will then make a final determination based upon the information gathered prior to the detention hearing. If the Court orders the juvenile to return to their home, the Court will typically impose conditions of release. If a juvenile is allowed to return home, the probation agent will meet with the juvenile and their parents and/or guardians and explain what the conditions of release are so the juvenile has a good understanding of what is expected of them while on pre-trial release.

The following is a breakdown of the number of juveniles Kanabec County has placed into either secure or non-secure detention facilities along with the total number of days used for detention purposes for each year:

	2020	2021	2022	2023
# of Juveniles	2	1	3	7
Total days:	37	11	33	122

Juvenile Pre-Dispositional Investigations (PDI's)/Social History's (how PDI's are completed)

When a juvenile is ordered by the Court to complete a pre-dispositional investigation (PDI), our juvenile probation agent will contact the juvenile's parent or guardian to arrange a meeting with the juvenile. During this meeting, the probation agent will explain the purpose

of a pre-dispositional report and begin gathering information used to formulate a recommendation for the Court. The juvenile agent will complete a Youth Level of Service/Case Management Inventory (YLS/CMI) which contains information about the offender's current living situation, placement history, family information, education information, employment information, peer relations, substance use history, and hobbies/activities. The juvenile agent will also discuss the details of the offense and obtain the juvenile's version of the offense.

If the juvenile committed an offense involving a victim, the juvenile agent will also contact the Kanabec County Victim Services Coordinator to determine if the victim prefers to only share information with one person. If this is the case, the juvenile agent will obtain information from the Victim Services Coordinator such as details about the relationship between the juvenile and victim, the victim's opinions about what type of consequences they feel are appropriate, whether the victim prefers to have a no contact order, if the victim is requesting any monetary restitution, or what types of rehabilitative programming the juvenile may benefit from (if they know the juvenile). Once all information is gathered, the juvenile agent will complete the pre-dispositional report and make recommendations to the Court based on the information obtained.

Juvenile Pre-Trial Electronic Monitoring

As noted previously, Minnesota Monitoring, Inc. provides electronic monitoring services (i.e. house arrest, GPS, and electronic home alcohol monitoring) for Kanabec County Court Services. When juveniles are ordered by the Court to be on house arrest or submit to alcohol testing, our juvenile probation agent will assist the juvenile and their parents/guardians with contacting Minnesota Monitoring so the juvenile can obtain whichever device that is needed so they can abide by the Court's order.

Juvenile Diversion

Kanabec County Court Services has received juvenile diversion referrals from the Kanabec County Attorney's Office for many years. The Kanabec County Attorney's Office will make juvenile diversion referrals to our office if the juvenile is a resident of Kanabec County between the ages of 10-18, they have no prior offense history, and the offense level is a misdemeanor or petty misdemeanor that is not a traffic or assault-related offense. The most common types of referrals our office receives for juvenile diversion are offenses such as minor consumptions, curfew violations, tobacco-related, and shoplifting.

When a juvenile is referred to Kanabec County Court Services for a diversion, the juvenile agent has a meeting with the juvenile and at least one parent/guardian. During this meeting, the probation agent explains what a diversion is, reviews offense information, and explains to the family that the juvenile has the right to appear before the Court and contest the alleged offense. If the juvenile wishes to proceed with the diversion, the juvenile agent will further discuss the details of the offense with the juvenile and their parent/guardian.

Depending on the nature of the offense, the probation agent will discuss possible consequences and rehabilitative/educational programs with the family. Oftentimes, the juvenile is required to complete some community work service, attend an educational course, or both. The juvenile agent will monitor the juvenile's compliance with the conditions and provide the Kanabec County Attorney's Office with whether the outcome was successful or unsuccessful.

JUVENILE PROBATION/SERVICES

Risk Assessments

Kanabec County Court Services uses the Youth Level of Service/Case Management Inventory (YLS/CMI) for juvenile offenders. The YLS/CMI determines the primary areas of need for our juvenile clients and assists with determining the level of supervision a juvenile client should have.

Juvenile Supervision

Kanabec County Court Services currently has one probation agent designated as our primary juvenile agent as our juvenile client population is not large enough to warrant having an additional juvenile agent. Our primary juvenile agent attends all juvenile Court proceedings from the very first hearing until the juvenile is discharged from probation. The juvenile agent will schedule an appointment with a juvenile probationer soon after the dispositional hearing. Like adult cases, the juvenile agent will use this meeting to explain the conditions of probation, explain their role, and continue to build rapport. If a YLS/CMI has not been completed prior to the dispositional hearing, the juvenile agent will complete the YLS/CMI usually within the first 30 days of probation supervision.

Like the LS/CMI for adults, the completed YLS/CMI will reveal scores in 8 categories which include prior and current offense/dispositions, family circumstances/parenting, education/employment, peer relations, substance abuse, leisure/recreation, personality/behavior, and attitudes/orientation. The YLS/CMI will also provide an overall score which is used to determine the level of supervision the client will receive while on probation. Juvenile males with scores of 22 or more and females with scores of 20 or more are considered higher risk clients. The juvenile agent will identify the categories of the risk assessment that revealed higher risk scores and make attempts to address these areas while the juvenile is on probation. The juvenile agent oftentimes needs to assist juveniles by making referrals to outside agencies especially when their client has more severe chemical or mental health issues. The goal is to motivate juvenile clients to address all areas but especially higher risk areas to reduce the likelihood of re-offending.

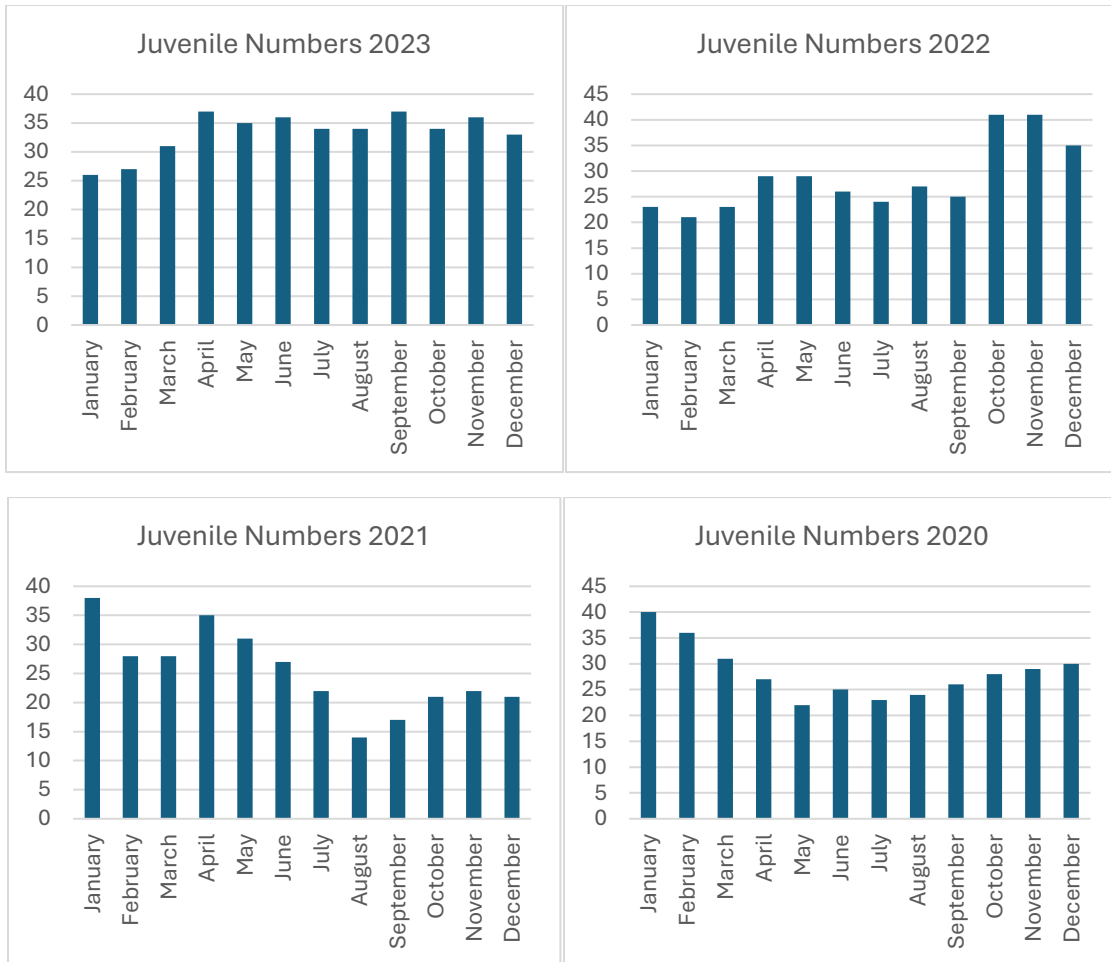
It is important to note that not every juvenile probationer is required to complete a YLS/CMI. Exceptions would be juvenile petty offenders, juvenile diversions, and juveniles who have a score of 2 or less according to the YLS pre-screen assessment.

Kanabec County supervision standards for juvenile probation offenders are listed below:

RISK LEVEL and YLS/CMI Score	Contact Level	Required Supervision Contact
<p style="text-align: center;">High <u>22 to 42 for males</u> <u>20 to 42 for females</u></p>	<p style="text-align: center;">High</p>	<p style="text-align: center;">Minimum <u>contact once per week.</u> Case Plan Required</p>
<p style="text-align: center;">Moderate <u>10 to 21 for males</u> <u>8 to 19 for females</u> <u>YLS/CMI, no case plan required.</u></p>	<p style="text-align: center;">Medium</p>	<p style="text-align: center;">Minimum <u>contact twice per month</u></p>
<p style="text-align: center;">Low <u>0 to 9 for males</u> <u>0 to 7 for females</u> <u>(Pre-Screen score of 0-2)</u> <u>Diversions & Petty Offenses</u></p>	<p style="text-align: center;">Low</p>	<p style="text-align: center;"><u>As needed.</u></p>

Like adult cases, the juvenile agent also needs to ensure clients are also abiding by their Court ordered conditions of probation. Unlike adult probation, juvenile probationers are generally ordered by the Court to follow all the rules of the school. A juvenile agent must be involved with school officials to ensure juvenile clients are behaving appropriately at school and attending school. When juveniles violate their conditions of probation the juvenile probation agent can address the violations by using sanctions such as community work service, more frequent contact, house arrest, or verbal warnings. There are times when juvenile clients may need to be placed out of the home due to ongoing non-compliance with the conditions of probation or committing major violations that involve posing a danger to others in the community. The number of juvenile clients placed out of the home in Kanabec County is very few (please refer to graph on page 31).

The following graphs illustrate the total number of juveniles supervised by Kanabec County Court Services by month and year for the following years 2023, 2022, 2021, and 2020:



NOTE: the above-referenced totals include juvenile clients placed on probation, pre-trial release, and juvenile diversions.

Juvenile Work Crew (community work service)

Cory Stanchfield has been our juvenile work crew leader for the past 22 years. Cory has collaborated with many non-profit organizations throughout the years including, but not limited to, the Kanabec County Fair, 4-H, Vasaloppet USA to find community work sites for the juvenile work crew to work for. This is a very part-time position as the number of juvenile work crew dates varies based on the number of juvenile clients who are ordered to complete their community work service hours on the juvenile work crew. Typically, work crew days are on Saturdays, however, the juvenile work crew does work on projects on some other days of the week (summer months, non-school days).

Out of home placements (not including detention placements)

The following graph illustrates the number of juveniles placed out of home (not detention placements) along with the total number of days the juvenile probationers were placed out of the home during the past four years:

	2020	2021	2022	2023
# of Juveniles	2	1	1	2
Total days:	55	100	16	232

NARRATIVE OF CORE INTERVENTIONS AND EVIDENCE -BASED PRACTICES (EBP) PROGRAMMING

Kanabec County Court Services utilizes the Level of Service/Case Management Inventory (LS/CMI) for assessing the level of risk and identifying needs of adult offenders and the Youth Level of Service/Case Management Inventory (YLS/CMI) for assessing the level of risk and identifying needs of juvenile offenders. Utilization of the LS/CMI and YLS/CMI has been beneficial to our agency as they have greatly assisted our agency with establishing supervision standards and improved the ability to build rapport with clients as compared to just explaining to clients what their conditions of probation were like we did in the past.

Once an LS/CMI has been completed as part of the probation intake process, the offender is assigned to the appropriate probation agent based on risk level (i.e. high, medium, low). We have one adult probation agent assigned to supervise each respective level of supervision (i.e. high, medium, and low). The number of contacts with offenders is based on their risk level. The probation director has been completing most of our post-sentence adult probation intakes, however, when an adult offender is ordered by the Court to complete a pre-sentence report, the probation agent who is assigned to complete the pre-sentence report will complete an LS/CMI and our juvenile agent will complete a YLS/CMI when juvenile pre-dispositional reports are ordered by the Court. Re-assessments are completed one year after the initial assessment was completed if the offender's initial assessment indicated they were a medium or high-risk offender. The goal of our probation agents is to motivate our clients to consider addressing their higher risk needs areas.

Sometimes our probation agents will make referrals to other agencies to assist the offender with addressing higher risk areas. The two most common needs of our current client population appear to be related to substance abuse and mental health issues, or both. When our clients have been identified (by either self-reporting or failed chemical tests) with substance abuse issues, our probation agents will direct the client to complete a comprehensive assessment with the probation agent serving as a collateral contact. Once the comprehensive assessment is completed, the client will be expected to follow the recommendations of the comprehensive assessment. For those who appear to be having more severe issues with substance use, enrollment into a substance abuse treatment

program may be a recommendation of the assessment. If the comprehensive assessment also identifies the offender as having both a substance abuse issue and mental health issues, the probation agent will stress do their best to ensure the client is referred to a dual diagnosis program. If our client is identified as having only mental health issues, our probation agents will direct, and assist, those offenders with enrollment into mental health counseling. Fortunately, Kanabec County (and the surrounding areas) has a wealth of mental health practitioners. Kanabec County Court Services is planning to incorporate case planning and utilize Carey guides for post-sentence high risk adult and juvenile clients.

Cognitive Behavioral Programming

Kanabec County Court Services does not currently have a cognitive behavioral program as our population of higher risk adult and juvenile probation clients is small. Fortunately, Kanabec County and the surrounding area has an abundance of licensed mental health providers that our agency has been able to refer clients to for cognitive behavioral therapy or dialectical behavioral therapy. We have also referred clients for cognitive skills programming via courtsolutionsonline.com.

Chemical Dependency Programming

As previously mentioned, a large percentage of our client population have been identified as having substance abuse issues. Fortunately, our client population has residential and non-residential substance abuse programs in Kanabec County that they can utilize to address their needs. More specifically, there are two residential substance abuse programs for female clients and one outpatient substance abuse program in Kanabec County that provide services for both male and female clients. There is also a sober house for male clients which is also located in Kanabec County. Our male and female clients also have other options for both residential and outpatient substance abuse programming within 30 miles of Kanabec County. Our jail programmer does an excellent job of assisting all incarcerated individuals with obtaining comprehensive assessments and assisting them with placements into substance abuse programming. For those clients who need further support, there are AA or NA groups available during a variety of days and times during the week.

Mental Health Programming

Kanabec County and the surrounding area, currently has a wealth of agencies who provide mental health services to many of our client population. Some of these services include but are not limited to, Rule 20 evaluations, psychological evaluations, diagnostic assessments, individual therapy, and group therapy, anger management, cognitive skills programming, and dialectical behavior therapy.

Sex Offender Programming

Kanabec County does not have a residential sexual offender program. There is a residential sexual offender program in Mille Lacs County that has been utilized in the past for juvenile clients who have been ordered by the Court to attend residential programming. In regards to juvenile clients who are ordered by the Court to obtain psychosexual evaluations, those evaluations have generally been completed at a program in Sartell, MN which also offers outpatient sexual offender treatment programming.

Domestic Violence Programming

Prior to March of 2020, Kanabec County had two in-person domestic violence programs available to our clients, however, both programs discontinued in person groups due to the global pandemic. During the pandemic, clients in need of domestic abuse programming have been referred to programs that offer remote options such as Bob Kelly Programs or Adaptive Skills Counseling Services. The closest in-person option is in Milaca, MN. which is about 20 miles away depending on where a client resides in Kanabec County. We have also had one client complete a domestic abuse program offered by the Mille Lacs Band of Ojibwe.

Housing Resources/Homeless Services

Lakes & Pines Community Action Council has an office in Mora, MN. Lakes & Pines offers emergency housing assistance to individuals who have been evicted, foreclosed upon, suffered a natural disaster, suffered illness or injury, lost employment, have convictions that prevent them from obtaining housing, suffer from mental health issues, or are victims of domestic violence. When our clients become homeless, we will refer clients to Lakes & Pines where they will help our clients with financial assistance and locate housing. We have also referred our clients to homeless shelters in Pine City, St. Cloud, and Minneapolis.

Gender Responsive Services

Kanabec County Court Services does not currently have a probation agent assigned to a gender-specific caseload although it has been discussed in the past. As mentioned previously, Kanabec County has a residential substance abuse program for females (and their children) and this same program offers outpatient substance abuse programming for both female and male clients. There is also another substance abuse program (a 10 bed facility) for females and a sober house which holds 20+ male clients.

Culturally Responsive Services

Kanabec County Court Services does not currently have programming emphasizing culturally responsive services. The Mille Lacs Band of Ojibwe has several programs that address substance use, mental health, and domestic violence that some of our clients currently utilize.

VICTIM CONCERNS

Kanabec County Court Services stresses the importance of listening to the concerns of those who are victims of crime, assisting victims with addressing their concerns, and trying to obtain monetary restitution.

The Kanabec County Attorney’s Office has a Victim Services Coordinator who serves as the primary liaison between victims of crime and the attorneys assigned to the cases that are pending in Kanabec County. Our Victim Services Coordinator and probation agents also have regular contact during all stages (pre-sentence and post-sentence) of a victim’s involvement in the Court system. Prior to completing pre-trial bail evaluations, our Victim Services Coordinator will provide our probation agent with victim information such as whether the victim suffered any physical or emotional abuse, relationship information (person offenses), or whether a victim wishes for the Court to issue a no contact order. The Victim Services Coordinator will also collaborate with the probation to determine whether the victim prefers to have communication with the Victim Services Coordinator and the probation agent or if the victim prefers to communicate with one party. If the victim prefers to only communicate with the Victim Services Coordinator, we will respect those wishes.

Throughout the pre- and post-sentence stages, our probation agents will communicate with our Victim Services Coordinator, or directly with the victim (if the victim is comfortable doing so), to discuss a variety of topics such as obtaining a victims input regarding the types of programming they feel would benefit an offender, if there are any types of consequences they would like the Court to consider prior to Court disposition, or if the victim is requesting any monetary restitution.

CORRECTIONAL FEES

Correctional fees are assessed for adults on probation at the rate of \$75 per year. Clients are eligible to able to obtain a waiver of their fee if they are collecting any type of public assistance. The following is a breakdown of fees assessed in 2022 and 2023:

2023: Total fees invoiced \$10,375	Total payments \$8,650
2022: Total fees invoiced \$15,650	Total payments \$12,624

Kanabec County Court Services will be discontinuing collection of fees on or before 12/31/2026.

CONTRACTED SERVICES AND PROPOSALS FOR NEW SERVICES

Kanabec County has a contract for up to 183 days per year for a secure detention bed at the East Central Regional Detention Center (ECRJC) at Lino Lakes.

BUDGET/BUDGET NARRATIVE

2024 Budget/ Budget Narrative

Revenue	2024 Budget	Explanation
Intergovt Reimbursements	305,645	State subsidy
State Grants	13,160	Local collaborative funding
Tobacco Fees	500	Diversion minor tobacco
Local Corr. fees	10,000	Corr. fees
Total:	329,305	

Expenditures	2024 Budget	Explanation
Salaries- Regular	356,880	Self explanatory
Salaries- Part time	6,789	Juvenile work crew
Flex pay	3,637	Pay to employees that took a higher deductible
Health and Life Ins.	79,601	Self explanatory
County Share- PERA	27,548	Self explanatory
County Share- FICA	28,099	Self explanatory
Cell Phone	1,700	Self explanatory
Postage	1,000	Self explanatory
Services and Charges	10,000	MCCC fee, BCA fee, CSTS fee, copier service fee, DVI's, drug testing
Juvenile Placement	60,000	Detention beds
Staff Development	2,000	Training
Mileage	2,500	Self explanatory
Computers	1,500	Self explanatory
Supplies	1,500	Supplies for office
General Administration	10,000	UA's, training over budget
Total:	592,674	
Net Budget	263,639	

How the state subsidy is being utilized:

Kanabec County Court Services is utilizing the State subsidy amount of \$305,645 to pay for employee salaries and benefits (Health/Life insurance, PERA, FICA, Etc.).

January 2024 Non-Union Wage Scale

Title	Grade	Min. Wage Jan 2024	Annual Salary	Max. Wage Jan 2024	Annual Salary
Probation Director	19	44.77	93,121	54.85	114,088
Career Agent	16	35.54	73,923	43.54	90,563
Senior Agent	14	30.48	63,398	37.32	77,625
Agent	12	26.61	55,348	32.60	67,808
Secretary	6	18.41	38,292	22.56	46,924
Juvenile work crew (PT)	8	21.46	44,637	25.35	52,728

HIGHLIGHTS

- We have incorporated the use of LS/CMI and YLS/CMI risk assessment tools for adult and juvenile probation clients (not just those in need of a transfer of supervision) and will continue to work hard to ensure that we continue to complete these risk assessments
- We have implemented adult and juvenile supervision & contact standards based on risk assessment tools.
- We have developed adult caseloads based on high, medium, and low risk level (to begin with) and will continue to explore other specific types of caseloads (possibly pre-trial only, or gender specific) based on client population needs.
- Agency continues to have low number of juvenile clients out of home placements.
- High percentage of successful outcomes for juvenile and adult clients on probation
- No staff turnover
- Probation agent joined the CJI committee
- Probation agent joined MACPO Legislative Committee
- Probation agent joined MACPO Safety Committee
- Probation agent joined Kanabec County Insurance Committee as an alternate
- Two probation agents joined the local sexual assault team
- Probation agent joined Better Together Coalition
- Probation agent and director on local collaborative committee
- Probation agent on truancy team
- Probation agent on family support team
- Probation agent on pre-placement screening team
- Three probation agents and director on CJC committee