Meeting Minutes: Community Supervision Advisory Committee

Meeting Date: October 28th, 2026
Hybrid Meeting: MN Department of Corrections and via Webex

Members attending in person (9): Ron Antony, Carter Diers, Kami Genz, Kevin Glass, Corey Kohan, John Marsolek, Kelly Mitchell, Kurt Mortenson, Rhonda VanSchoonhoven.

Members attending online (9): Julie Atella, Kim Britt, Amber Brown, Machelle Frisbie, Nicholas Henderson, Don Lannoye, Marlin Meszaros, Rebecca Muskat, Layne Sutherland.

Members Absent (5): Jessica Fralich, Jon Priem, Toby Stephens, Jennifer Verdeja, Barb Weckmann-Brekke.

Also present: Alejandro Aranda (MNJRC), Andrea Bogie (Evident Change), Molly Bruner (MACCAC), Sarah Covington (Evident Change), Matt Cook (MACCAC), Tracy Hudrlik (JRI II WG), Don Klick (DOC), Dennis Stapf (Ramsey County).

1. Call to Order & Roll Call

Co-Chair Kevin Glass called the meeting to order at 9:30 am. Roll call was taken.

2. Approval of Draft Meeting Agenda and Draft Meeting Minutes from August 26th, 2026 (Action)

Motion to approve: Ron Antony
Motion 2nd: Rhonda VanSchoonhoven
Motion carried 16-0 (2 Board Members joined the meeting after the vote –Michelle Frisbie and Rebecca Muskat)

3. Standards of Supervision Policy (Discussion)

- Presenters: Tracy Hudrlik and John Marsolek.
- The committee is continuing to work on the draft. It is not ready for approval yet.
- Major Discussion Points
  - Non-Targeted Misdemeanor Supervision. Proposed assigning non-targeted misdemeanors to the lowest supervision level. Members discussed whether statewide policy should explicitly identify offenses.
  - Field Contacts. Members discussed whether field contacts should remain under local agency discretion or become a statewide expectation. Concerns were raised regarding feasibility in large rural counties.

    - Risk and Supervision Levels. Questions remain regarding the future statewide risk assessment tool and the continued use of LS-CMI. Emphasis placed on ensuring supervision standards must align with future risk assessment decision and workload validation work.
    - Supervision Reductions. Draft language proposes consideration of supervision reductions after 90 days of demonstrated progress and stability. Members discussed whether 90 days is sufficient and whether agencies should maintain local discretion to require longer periods.
    - On-Agent Model. New policy language proposes one supervising agent when a client is supervised in multiple Minnesota jurisdictions. Members generally supported the concept as it focuses on continuity, clarity, and efficiency benefits.
- Members discussed aligning revisions to the Interstate Transfer Policy with the proposed Supervision Standards Policy.
    - Transfer Policy should likely become a CSAC-managed statewide (600 series) policy.
    - There should be broad representation from delivery systems during review.
    - Initial consensus favored appointing representatives from each delivery system and beginning policy review work immediately.
- No vote was held. Looking for additional feedback from MACCAC Directors and other stakeholders.
- Tentatively agreed to revisit the policy at the December CSAC meeting.

4. Workload Study (Discussion)

- Presenters: Andrea Bogie and Sarah Covington from Evident Change.
- Findings Presented:
    - Participation included statewide representation from DOC, MACCAC, and MACPO agencies.
    - Investigation and supervision workload time estimates were reviewed.
    - Administrative and infrastructure cost surveys were completed.
    - Preliminary work on updates to the community supervision funding formula is underway.
- Funding Formula Priorities Identified:
    - Eliminate funding penalties for early discharge.
    - Move to Average Daily Population (ADP) counts rather than annual point-in-time counts.
    - Exclude certain non-DUI/non-CVO traffic offenses from funding calculations.
- Key Discussion:
    - Members expressed concern that juvenile supervision workload intensity is not adequately reflected in the current funding model.
    - Discussion occurred regarding statewide early discharge practices and their impact on funding.
    - Additional data analysis is underway before recommendations are finalized.

5. Leadership Recognition (Discussion)

- John Marsolek was formally welcomed as a new CSAC Co-Chair.
- Molly Bruner was recognized for her contributions during her time as CSAC Co-Chair. She thanked the committee for its collaborative work advancing community supervision statewide.

6. CSAC Charter (Discussion)

- Presenter: Kelly Mitchell
- Major Revisions:
  - Clarified member terms and co-chair structure.
  - Added policy development and review procedures.
  - Formalized a process for policy review and voting.
  - Updated subcommittee membership requirements.
  - Simplified reimbursement language.
  - Clarified annual reporting expectations.
- Outcome:
  - Members requested one final review period.
  - Charter will be included on the November CSAC agenda as an action item.

7. Deliverables Updates (Discussion)

- IPV Policy: Moving forward with Violence Free Minnesota and HRU review.
- Adult Supervision Standards: Ongoing development.
- Risk/Needs Assessment Tool: Subcommittee developing a Minnesota-specific tool.
- EBP Gender Responsive, Culturally Appropriate, and Trauma-Informed Services Framework has been approved by EBP Advisory Group and is ready for CSAC review at the November CSAC meeting.

8. Other Business (Discussion)

- Testimony by MNJRC.
  - After reviewing materials provided by CSAC, MNJRC is no longer pursuing a graduated sanctions grid proposal.
  - New legislative concepts will instead focus on:
    - Case planning strategies.
    - Limits on incarceration for technical violations.
    - Reducing prison churn and revocations.
  - Drug Testing Proposal
    - Preliminary discussion occurred regarding reducing drug testing requirements for certain supervised release populations.
    - Committee members requested additional review and discussion at a future meeting.

9. Public Comment

There was no public comment.

10. Adjournment

The meeting was adjourned at 12:40.