DEPARTMENT OF CORRECTIONS

Meeting Minutes: Community Supervision Advisory Committee

Meeting Date: November 4th, 2024
Hybrid Meeting: Scott County Government Center and via Webex

Members attending in person: Ron Antony, Kim Britt, Molly Bruner, Kevin Glass, Jake McLellan, Kelly Mitchell, Kurt Mortenson, Rebecca Muskat, Jonathan Schiro, Michael Schommer, Brab Wekmann-Brekke.

Members attending online: Brandon Alkire, Julie Atella, Becky Cramlet, Scott Halvorson, Jon Priem.

Members Absent: Tierre Caldwell, Nicholas Henderson.

Also present: Jamie Bain (MMB), Matt Cook, Carter Diers (DOC), Jennifer Kisela (CSG), Bridget Letnes (DOC), Keri Lorenz, Rachel Miller (DOC), Heidi Rademacher, Sephria Reynolds (CSG), Mongkol Teng (MMB), Erin Thorvaldson (CSG), Evonn Westcott (Brown County Probation), Rhonda VanShoonhoven.

1. Call to Order & Roll Call

Chair Molly Bruner called the meeting to order at 10:04 am. Roll call was taken.

2. Approval of Draft Meeting Agenda with addition of ISR Response under Other Business (Action)

Motion to approve: Kelly Mitchell
Motion 2nd: Ron Anthony
Motion carried on a unanimous roll-call vote.

3. Approval of Deliverable 5: EBP Advisory Committee Providing Gender-responsive, Culturally Appropriate Services and Trauma-Informed Approaches (Discussion)

(See Attached Recommendations) Kevin Glass, from the Statewide Evidence-Based Practice (EBP) Advisory Committee, presented recommendation language updates to items identified during the October 29th CSAC.

Discussion involved timelines for policy reviews and continuous policy improvements. The deliverable needs additional refinement, especially identification of training being prepared and conducted. What would the statewide curriculum look like and how do the changes here get implemented in facilities and communities around the state?

The committee tentatively approved the progress report pending review of final report.

4. Approval of Deliverable 8: EBP Advisory Committee Statewide Training, Coaching, and Quality Assurance System (Action)

Rachel Miller, from the Department of Corrections, presented recommendation language updates to items identified during the October 29th CSAC.

The EBP Advisory Committee had been asked to refine their recommendations regarding oversight and implementation of EBP practices and to provide some specificity regarding the core areas for training. The committee recommended that an EBP Implementation Team should conduct the hands-on work with training and implementation while the EBP Advisory Team would have a supporting role and report back to CSAC. Additionally, the EBP Advisory Committee recommended core training in the areas of motivational interviewing, core correctional skills, using risk assessments, cognitive behavioral interventions, and case planning.

Motion to approve as amended: Jake McLellan
Motion 2nd: Kevin Glass
Motion carried on a unanimous roll-call vote.

5. Presentation, Discussion, and Tentative Approval of Deliverable 2: Risk and Needs Assessment Working Group Pre-screening Recommendations (Action)

(See Attached) Erin Thorvaldson, from the Risk and Needs Working Group, presented recommendations for Deliverable 2.

Discussed requiring jurisdictions to use the LS/CMI or a prescreener for all targeted misdemeanors, gross misdemeanors, and felonies.

The committee tentatively approved the recommendation language pending review of final report.

6. Presentation, Discussion, and Tentative Approval of Deliverable 3: JRI Phase II Workgroup or Risk and Needs Assessment Work Group Feasibility of Case Planning Tools (Action)

(See Attached) Erin Thorvaldson, Rachel Miller, and Carter Diers presented recommendations for Deliverable 3.

Discussed the use of assessment-driven, formalized, collaborative case planning to focus case planning goals on identified criminogenic and behavioral health need areas for moderate- and high-risk individuals.

The committee tentatively approved the recommendation language pending review of final report.

7. Presentation, Discussion, and Tentative Approval of Deliverable 6: JRI Phase II Workgroup Statewide Incentives and Sanction Grid (Action)

(See Attached) Erin Thorvaldson, from the Risk and Needs Working Group, presented recommendations for Deliverable 6.

Discussed development of a statewide incentives and sanctions grid to guide responses to client behavior while under supervision and the timeline to review and update standards to maintain alignment with national best practices. More time is needed to fully develop this deliverable, and to coordinate with MRRA.

The committee tentatively approved the progress report pending review of final report.

8. CY 2025 Schedule

The committee decided that there will be no meeting in December 2024 so the next CSAC meeting will be on Wednesday, January 29th, 2025. CSAC Meetings will be on the 4th Wednesday of each month after that from 9:00-11:00.

9. Other business

Jake McLellan brought up that there is still one more position on the committee for a person with lived experiences. Please reach out to anyone that you would recommend.

CSAC received the Commissioner's response to their recommendations for ISR reform. The Commissioner will move forward with developing policy. The goal is having a draft policy for CSAC review in January.

10. Adjournment

The meeting was adjourned at 3:56 pm