

Mower County
Comprehensive Plan

February 28, 2024
June 28, 2024 (revised)

Contents

Introduction	1
Administration and Organization of Correctional Services.....	1
District Organization Chart	2
Advisory Board	4
DOC Training Requirements:	4
CPO Training Requirements:.....	4
Overview of Supervision Population.....	4
Strategic Planning at the State Level	5
Use of Evidenced Based Practices with fidelity:	5
Council of State Governments (CSG)- Justice Reinvestment Initiative	5
Strategic Planning at the Local Level	6
Pre-Trial, Diversion and Other Services	7
Narrative of Core Interventions and Evidence-based Practices (EBP).....	8
Victim Concerns	11
Correctional Fees	11
Contracted Services and Proposal for New Services	11
STS Contract	12
Budget.....	12
Salary Roster	12
Highlights	13
Appendix A DOC Training Requirements	14
Appendix B Pre Trial-Standards	15
Appendix C Overview of Supervision Population	18

Introduction

Mower is a county located in southern MN. As of the 2022 US Census, the population was 40,140. The county seat is Austin. Of 87 Minnesota counties, Mower County is one of four counties without a natural lake. Mower County has a total of 711 square miles of land area. The local median household income is \$66,972 with 9.5% living at the level of poverty. A total of 91% of the population have a high school diploma and 24% have a bachelor's degree or higher. Mower County has 2293 living veterans and 11% of the total population is foreign born. Mower County has a diverse population.

Race and Hispanic Origin	Mower
White alone, percent	85.90%
Black or African American alone, percent(a)	4.30%
American Indian and Alaska Native alone, percent(a)	0.70%
Asian alone, percent(a)	6.00%
Native Hawaiian and Other Pacific Islander alone, percent(a)	0.80%
Two or More Races, percent	2.30%
Hispanic or Latino, percent(b)	13.20%
White alone, not Hispanic or Latino, percent	74.10%

Geography	
Population per square mile, 2020	56.3
Land area in square miles, 2020	711.27
FIPS Code	27099

Administration and Organization of Correctional Services

DOC Vision

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

Mower County Vision

Vibrant Communities where all people thrive

DOC Mission

Transforming lives for a safer Minnesota

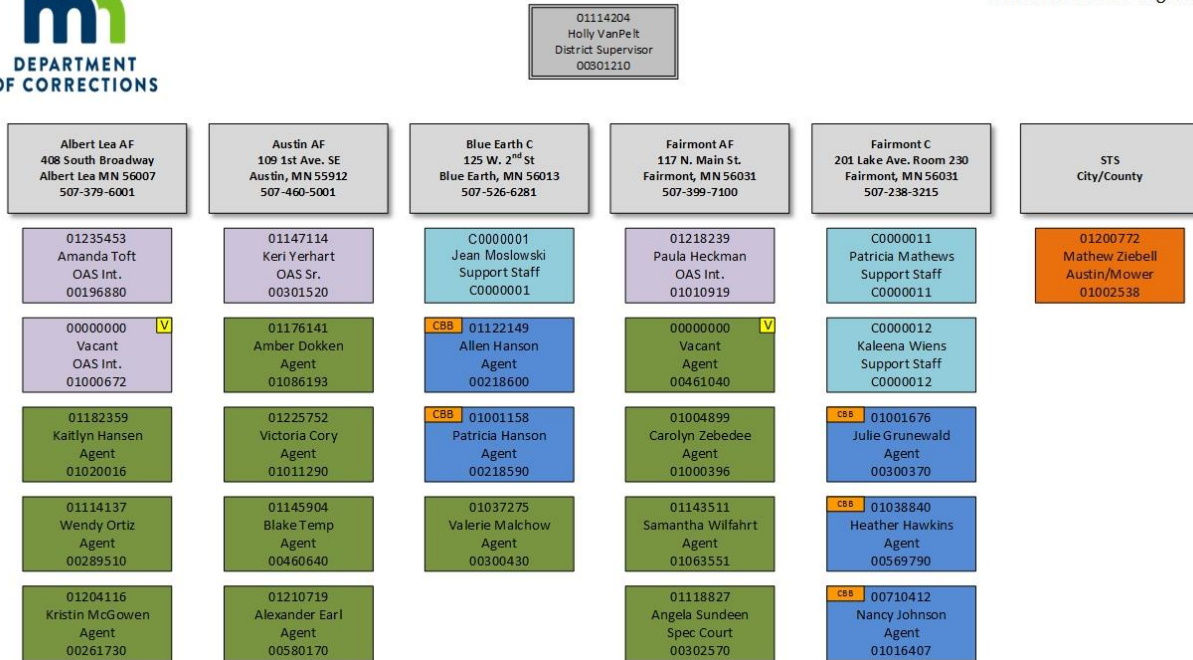
Mower County Mission

Provide quality services for the people of Mower County

District Organization Chart

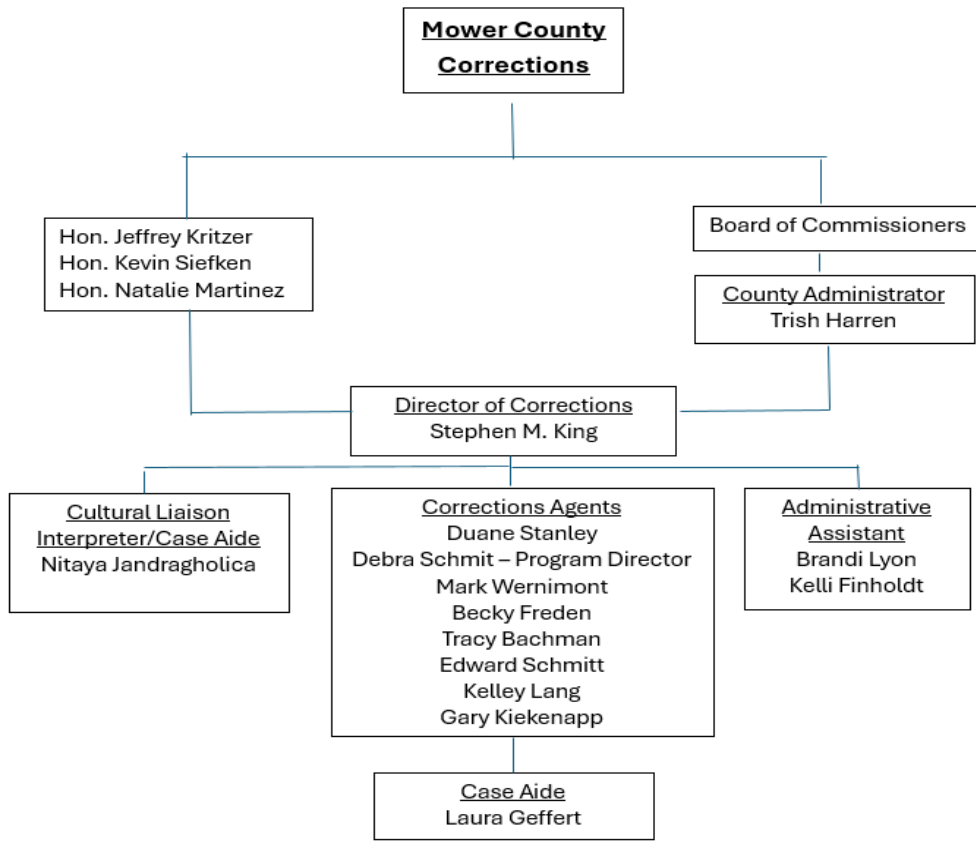


Albert Lea District Org Chart



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.

The DOC Office in Mower County has four Agents supervising the adult felony caseloads. There is one Office and Administrative Specialist position that provides administrative support for the agents, as well as an Office and Administrative Specialist Senior that provides support to that position by way of training and helping with workload as needed. Finally, there is a Department of Corrections District Supervisor that oversees these positions. A team of Intensive Supervised Release (ISR) agents provides supervision for the highest risk individuals released from prison and living in Mower County.



Mower County is a County Probation Office (CPO) County. CPOs work at the pleasure of the county's chief judge and are supervised by the county's court services director. State law allows the DOC to reimburse a portion of salary and fringe benefits of the director and probation officers with funds appropriated by the state legislature. In these counties, individuals on probation for a felony offense are supervised by the DOC, and CPOs supervise juvenile and most adult misdemeanor cases. There are currently 24 counties utilizing this method of correctional delivery system.

Mower County Corrections is organized under the provisions of Minnesota Statute 244.19 (CPO Jurisdiction) and provides correctional services to all levels of juvenile files as well as the adult gross misdemeanor and misdemeanor files. Mower County Corrections also supervises all levels of pre-trial files including felonies and administers all bail evaluations for the district court. Mower County Corrections employs one director, seven probation agents, one pre-trial agent, two administrative support, one case aid, and a cultural liaison/court certified interpreter. These individuals provide service and/or supervision to approximately 900 open files at any given time.

Advisory Board

The Mower County/MN DOC Criminal Justice Advisory Team meets as needed to discuss topics related to the criminal justice system in Mower County. Members include:

Judge Kritzer
Judge Siefken
Judge Martinez
County Attorney Kristen Nelsen
City Attorney Tom Baudler
Mower County Victim Serv. Dir. Tory Miller
Sheriff Steve Sandvik
Chief Dave McKichan
Court Administrator Krissy Bartness
DOC Dist. Sup. Holly VanPelt
Mower County Corr. Dir. Steve King

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.

CPO Training Requirements:

Mower County Corrections values a well-trained and educated staff. Agents are encouraged to obtain a minimum of 40 hours of training annually. Administrative support staff are encouraged to obtain a minimum of 8 hours of training each year. Agents are required to attend all mandated training required per statute, as well as ICOTS and UNITY, MNPAT, Agent Safety (chemical irritant), and BCA terminal operation certification training.

All Mower County Corrections staff are members of Minnesota Corrections Association (MCA) and Minnesota Association of County Probation Officers (MACPO). Much of the yearly training expectation come as the result of attendance at these organization's annual conferences. Mower County staff have or are now serving in a leadership capacity within MCA or MACPO.

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:

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.

Mower County Corrections is aware of the benefits of incorporating evidence-based practices into probation supervision. We use the LS-CMI and the YLS 2.0 in determining risk levels of our population. Our probation agents are trained in Motivational Interviewing and continuing refresher courses on this is promoted. Mower County Corrections has six employees who are trained in Decision Points and employs an agent who delivers and hosts statewide, as well as countrywide, training in Decision Points. Mower County Corrections facilitates a robust amount of cognitive based programs both in-house and in the Mower County Jail. We facilitate and co-facilitate with our DOC partners, twelve cog-based groups in a five-day work week. Our groups consist of Driving with Care, Beyond Trauma (female only group), Domestic Abuse Intervention Programming, Decision Points, and our addiction support group, Coffee Connection. Mower County Corrections also has an adult and juvenile diversion program in cooperation with the Mower County Attorney's office.

Just over six months ago the Albert Lea District (DOC) developed an Implementation Team with agent representation from the four counties in the Albert Lea District (Mower, Freeborn, Faribault, and Martin). The implementation team began developing Communities of Practice where we learned more about the normative feedback process, why it's important, and began practicing our skills in delivering normative feedback. We are engaging our clients in this process and working towards proficiency. A Corrections Program Director will be hired to help support this work, provide coaching, as well as further our fidelity with Evidence Based Practices.

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 responsibility 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. In addition, they are creating recommendations to implement, statewide, 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. Finally, 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.

Strategic Planning at the Local Level

Mower County Corrections continues its goal to be committed to growing and maintaining a strong cog-based reputation. To this end, the Mower County Board of Commissioners recently approved employee reclassification to maximize the impact of our cog-based programming. Mower County now has a Probation Officer/Program Coordinator position. This positions us to evaluate our current and incorporate future cog-based programming to meet the needs of the population we serve.

Mower County Corrections 2023 Goals:

- *Provide staff with the training and resources necessary to be effective and safe.
- *Develop procedures and protocols to manage court ordered jail furloughs.
- *Assess the need to add a case aid position for bail studies and cog programming assistance.
- *Re-evaluate the need for three support staff as retirements occur.

Department of Corrections goals:

- Continue to collaborate to offer high quality evidence-based programming

- Balance DOC caseloads with new agents
- DOC Agents will utilize Case Planning on our highest risk clients

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.

Mower County Corrections currently has 323 individuals under some form of pre-trial. Our pre-trial program is 19 years old, and our focus is early intervention by way of accountability through check-ins and drug screens as appropriate and court ordered. Our pre-trial programming is an equal amount of support for the offender as it is accountability. We currently utilize pre-trial furloughs to in-patient chemical dependency treatment programs throughout the state as well as inclusion into Coffee Connections support group consisting of current and former addicts and those who support them. Our pre-trial program offers reminders of court dates and provides a comprehensive list of local resources in our community to each pre-trial participant. "A Framework for Pre-Trial Justice: Essential Elements of and Effective Pre-Trial System and Agency" was authored by the National Institute of Corrections. It recognizes the importance of a dedicated pre-trial system to be effective. Mower County Corrections, while not having an independent department for pre-trial does have pre-trial services delivered by one agent. This is important as the elements of pre-trial differ from the elements of probation. This pre-trial position has served the community well and continues to benefit the DOC as well as Mower County Corrections. Like a probation officer, the pre-trial officer has statutory authority to take clients into custody if a violation of a court ordered condition has been violated. This detention is accomplished by using an Apprehension and Detention Order. This allows for an immediate response based on the seriousness of the infraction. Additionally, the pre-trial agent may file a report to the Court requesting an appearance for a pre-trial violation. In this court appearance the Court may adjust the conditional release and place the individual back in the community with additional or no additional conditions. The judge also may add or increase bail to assure compliance. It's our experience lately with the use of detention holds in Mower County are used more to preserve the safety of the offender due to fentanyl use rather than for punitive reasons or to ensure public safety.

Diversion Programming for our county is organized and performed through the Mower County Attorney's office. The Diversion Program consists of diversion alternatives that are available for juveniles and adults. The decisions regarding qualifications for diversion are at the discretion of the county attorney by statute.

Both Mower County Corrections and DOC provide this service. DOC completes PSIs on all felony level offenses and Mower County Corrections completes PSIs on misdemeanor and gross misdemeanor offenses as ordered by the Court. Additionally, Mower County Corrections provides the juvenile social history reports when needed.

As with other supervision, DOC provides felony level conditional release as ordered by the Commissioner of Corrections and if any conditional release is set by the judge, the CPO office provides that service.

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.
 - DOC: In addition to the risk/needs assessments mentioned above, DOC utilizes the Domestic Violence Inventory (DVI) with most domestic violence-related clients.
 - CPO: Mower County Corrections employs the use of the LS-CMI and the YLS 2.0 as our risk/needs assessment tool. We use the DVI to assess risk and lethality to our domestic abuse offenders.
- **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.
 - DOC supervises clients based on risk and have specialized caseloads. One agent provides most supervision for the high-risk clients, another agent provides supervision to those that have been convicted of a sex offense, another agent provides supervision for our domestic violence-related offenses and those being released from prison and a fourth agent provides supervision to our medium to low-risk clients. We utilize home contacts on our highest risk clients and a continuum of contact plans to see clients on a schedule that meets their risk. We utilize virtual contacts where appropriate.
 - CPO: The most prevalent offenses that Mower County Corrections supervises is Driving while Intoxicated and Domestic Assault. Mower County Corrections does not assign caseloads based on risk levels. Each probation officer services a mix of high, medium, and low risk offenders. Mower County agents conduct office visits, home visits, school visits as well as attends staffing for our juvenile offenders experiencing out-of-home placement. We engage the use of EAM/EHM to enhance our level of supervision when court ordered to do so or in lieu of the use of incarceration due to a probation or pre-trial violation.
- **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.

- DOC: ISR agents provide programming options of Cognitive Behavioral Interventions- Interpersonal Violence, as well as Decision Points.
- CPO: Recently Mower County Corrections reclassified a current probation officer position to be a combined position of Probation Officer/Program Coordinator. Mower County Corrections and DOC collaborate in several ongoing cognitive behavioral groups. We offer Decision Points in the community as well as to the incarcerated population in the local jail. Mower County Corrections facilitates cognitive skills programming based on gender. Beyond Trauma is a program for our female offenders who have experienced trauma. We also offer Domestic Violence Programming, Driving with Care, and Coffee Connection (also offered to local jail).
- **Addressing specific responsivity such as mental health, housing, gender, and culturally specific services.** The Minnesota Department of Corrections supports housing first initiatives and collaboration for addressing mental health needs, gender specific interventions that target unique pathways into the justice system and working with Tribal Nations on supervision and intervention partnerships. The DOC has four full time staff that help work with persons and communities around housing needs. DOC supervisors and staff that work closely with our Tribal Nations participated in Tribal Relations training offered by the University of Minnesota in this last year and DOC has started to track tribal affiliation in our data management system for future gap analysis of programming needs.
 - Homelessness has been a challenge for clients on supervision in Mower County. DOC agents recently connected with Independent Management Services regarding their Housing Stabilization Services offered. This resource does not apply to all. Additionally, the DOC utilizes emergency housing funds for clients that are releasing homeless from prison. Clients are put up in local motels and Lang’s Board and Lodge. There is also a sober house within the community that is a resource. A county social worker assists clients releasing from local jail that have identified needs for mental health and housing. This would largely be the same for Mower County Corrections.
- **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.
 - DOC: According to workload points the DOC agent caseloads are on the high side. With the recent statutory change in corrections funding formula, two additional agent positions are being added in Mower County with the DOC. One position will be designated as a task agent completing PSIs and intakes.
 - CPO: Mower County Corrections is cognizant of right sizing probation caseloads. The director of corrections assigns caseloads based on current caseload sizes while being cognizant that some agents facilitate cog skills group as well. It’s the intention of Mower County Corrections to maintain caseload sizes at approximately 75 for an adult caseload and 35 for a juvenile caseload. Currently the six adult or mixed juvenile/adult probation officers employed have an average caseload of 83. Our Juvenile agent has a caseload of 36.
- **Early discharge should focus on intervention dosage and not just completion of conditions.** The DOC along with Dodge & Olmsted County are partnering with National Institute of Corrections, Center for Effective Public Policy and the Carey Group on a readiness assessment

and implementation of Dosage probation. This promising practice focuses on prescribed intervention hours that target clients' highest criminogenic need areas which is "dosed" according to the client's risk level. Successful completion of hours results in the client's discharge from probation.

- DOC: Early discharge is considered once a client is assessed as low risk, has completed their conditions of probation, and have shown positive adjustment while on supervision.
- CPO: Mower County Corrections primarily supervises offenders who have 1 to 2 years of supervision. Therefore, our caseloads are not commonly at a length of supervision to complete supervision early. We do, however, encourage, recognize, and respond appropriately to those individuals who complete their conditions expeditiously by moving them to unsupervised probation until their expiration date. We also have requested early discharge from the Court in situations deemed appropriate by the probation agent.
- **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.
 - DOC: Agents are utilizing Carey Guides and Thinking Reports to target client's high risk behaviors that drive criminality.
 - CPO: Mower County Corrections promotes skill development and correcting think errors by way of our cog-based programming in our office as well as the Mower County Jail.
- **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.
 - DOC: Agents are trained in using reinforcements which have proven to be more effective in supporting behavior changes than the use of punishment. Agents focus on finding things to affirm clients. When we see something positive, we make sure to acknowledge it. We also mention positive adjustments in reports we prepare for the Court or Hearings & Release Unit.
 - CPO: Mower County Corrections probation officers are relationship oriented and support our clients by encouraging participation in our cog-based groups and our Friday morning in-house support group, Coffee Connections.
- **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.
 - DOC: Programming and services in one's local community should be exhausted prior to recommending revocation. Our agents frequently utilize Independent Management Services and Fountain Centers. There is no residential substance use disorder treatment within the county; however, there is outpatient. This would be the same for our CPO partners.
 - CPO: Mower County Corrections utilizes EHM/EAM as an intervention and an alternative to incarceration.

Victim Concerns

Mower County has a Crime Victim’s Resource Center located at our Mayo Hospital in Austin, MN. The director of this organization serves on the Mower County Criminal Justice Advisory Team. DOC and CPO also have agents that supervise domestic violence cases and take into consideration the victims’ concerns and needs and attempt to balance that on a case-by-case basis. Mower County Corrections contacts all victims during the bail evaluation process as well as the pre-sentence investigation. Their input is vitally important.

Correctional Fees

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

In 2022, DOC imposed supervision fees for each case a client was being supervised for (\$100 for misdemeanor, \$200 for gross misdemeanor and \$300 for felonies).

- Aggregate amount of fees imposed in CY 2022.
- Aggregate amount of fees collected in CY 2022.

Fee Description	2022 Fees Imposed	2022 Fees Collected
DOC Supervision Fee	43,100.00	11,759.74
Total	43,100.00	11,759.74

CPO: Mower County Corrections supervision fees are: \$300 per year for gross misdemeanors, \$200 for misdemeanors, and \$150 fee for those on Pre-trial. Our supervision fees go to off-set costs for our UA testing supplies and lab confirmations. The fees also help pay for EHM/EAM for those offenders who cannot afford the service. Mower County waives more than half of supervision fees based on indigence.

- Aggregate amount of fees imposed in CY 2022.
Mower County Corrections imposed fees on 501 offenders in 2022. At an average of \$175 per offender this would amount to \$87,675 worth of fees imposed.
- Aggregate amount of fees collected in CY 2022.
Mower County Corrections received \$26,040 in supervision fees in CY 2022. Mower County Corrections collected 30% of actual fees imposed and waived 70%.

Contracted Services and Proposal 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.

- CPO: Mower County Corrections uses Midwest Monitoring for our EHM and EAM needs. Due to the indigence of our probationers, Mower County pays for the EHM/EAM of those that cannot afford the \$19 per day fee. Mower County Corrections also relies upon the generous \$8,000 REAM grant allotment from the MN DOC to offset cost for those offenders who have a qualifying DWI offense. We use an equal amount of EHM/EAM for probation clients as well as pre-trial clients. In FY 2022, Mower County Corrections used REAM funds for 20 individuals equating to 1444 days served on EHM/EAM. Of those days, 662 days were from participant in our pre-trial program and 782 were on supervised probation.

STS Contract

Mower County has one full time STS Crew Leader jointly funded through the county and state (75%/25%). The crew leader works 4 ten-hour days per week, taking out adult and juvenile crew members. The STS crew works on a variety of projects for the state, county, city/municipalities, nonprofits, and townships. The crews worked most of the hours at county locations including county parks. Mower County STS Crew Leader recently presented in January 2024 to the Mower County Board a summary of projects. In 2023, total hours work increased from 2,573.5 hours to 3,819.

Budget

DOC Budget	FTEs	FY24	FY25	Total
Felony	4.36	\$ 494,975.44	\$ 517,249.34	\$ 1,012,224.78
Agent	4.00	\$ 379,979.70	\$ 397,078.78	\$ 777,058.48
Cost - CE		\$ 35,053.24	\$ 36,630.64	\$ 71,683.88
Cost - Interstate		\$ 13,078.84	\$ 13,667.39	\$ 26,746.23
Cost - Mgt-Admin		\$ 26,452.00	\$ 27,642.34	\$ 54,094.34
OAS Sr.	0.18	\$ 15,162.38	\$ 15,844.68	\$ 31,007.06
Supervisor	0.18	\$ 25,249.28	\$ 26,385.50	\$ 51,634.79
Grand Total	4.36	\$ 494,975.44	\$ 517,249.34	\$ 1,012,224.78

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

Mower County Correctional Services Budget

Revenue	2022 Actual	2023 Actual	2024 Budget	Explanation
Caseload/Workload Grant	\$108,086	\$108,086	0	CLWL removed in 2024
CPO Reimbursement	\$202,527	\$209,683	\$504,004	DOC/CPO Funding after 2024
Fees	\$26,040	\$24,052	\$12,000	Supervision, Correctional fees
Grants	\$8,000	\$8,000	\$8,000	REAM Grant
Other	\$68,284	\$68,284	\$68,284	Austin Schools for truancy contract
Total	\$412,937	\$418,105	\$592,288	
Expenses	2022 Actual	2023 Actual	2024 Budget	Explanation
Personnel	\$1,452,264	\$1,469,279	\$1,635,644	Salary and Fringe
Training and Travel	\$13,427	\$7,900	\$12,350	Training Expenses
Contracted Services	\$76,351	\$77,715	\$77,715	Mower County Portion of STS program
Contracted EHM	\$28,275	\$22,330	\$40,000	Materials, supplies, drug testing
Contracted Drug Tests/Equipment	\$12,714	\$9,500	\$12,000	Midwest Monitoring Drug Testing and Lab
Total	\$1,583,031	\$1,586,724	\$1,777,709	

The subsidy pays for 5.5 Probation Agent FTE for 2024. This equates to \$100,318 per FTE. Total \$551,749. Our subsidy allotment is \$504,004 per year.

Mower County Probation Agent 2024 Salary Step 1 is \$35.73 per hour. Step 10 is \$48.23 per hour.

Mower County Probation Agent 2025 Salary Step 1 is \$36.44 per hour and Step 10 is \$49.20 per hour.

All 5.5 Probation Agent positions on the subsidy are at Step 10. 2024 salary is \$100,318 x 5.5 = \$551,749. 2025 salary will be \$562,848.

Highlights

CPO: Mower County Probation and local DOC agents have collaborated for years to provide quality and free Evidenced Based Programming to clients focusing on changing risky thoughts which leads to risky behaviors. This level and frequency of collaboration serves both offices well and in the end the community benefits from this collaborative spirit.

DOC: Our STS Program is also a bragging point. Not only does the STS Crew Leader and the crew do many different projects throughout the county, he is also collaborating with Mower County to bring Mental Health First Aid training to all county employees.

Appendix A DOC 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: https://mn.gov/doc/assets/Virtual%20EBP%20Options%204-2023_tcm1089-572601.docx
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

<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.¹

- DOC 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	1	20	21	1	31	32	1	37	38	91
Felony	1	18	19	1	28	29	1	31	32	80
Asian/Pacific Islander								1	1	1
Black		2	2		1	1		4	4	7
Unknown					1	1				1
White	1	16	17	1	26	27	1	26	27	71
Gross Misdemeanor		2	2		1	1		5	5	8
Black								1	1	1
White		2	2		1	1		4	4	7
Misdemeanor					2	2		1	1	3
Black								1	1	1
White					2	2				2
Male	19	133	152	13	142	155	20	205	225	532
Felony	18	130	148	13	125	138	20	190	210	496
Am Ind/Alaskan Nat		3	3					3	3	6
Asian/Pacific Islander		5	5		6	6		8	8	19
Black		43	43		25	25		42	42	110
Unknown		1	1	2	4	6	2	6	8	15
White	18	78	96	11	90	101	18	131	149	346
Gross Misdemeanor	1	2	3		9	9		6	6	18
Black					1	1		2	2	3
White	1	2	3		8	8		4	4	15
Misdemeanor		1	1		8	8		9	9	18
Black		1	1		1	1		1	1	3
White					7	7		8	8	15
Grand Total	20	153	173	14	173	187	21	242	263	623

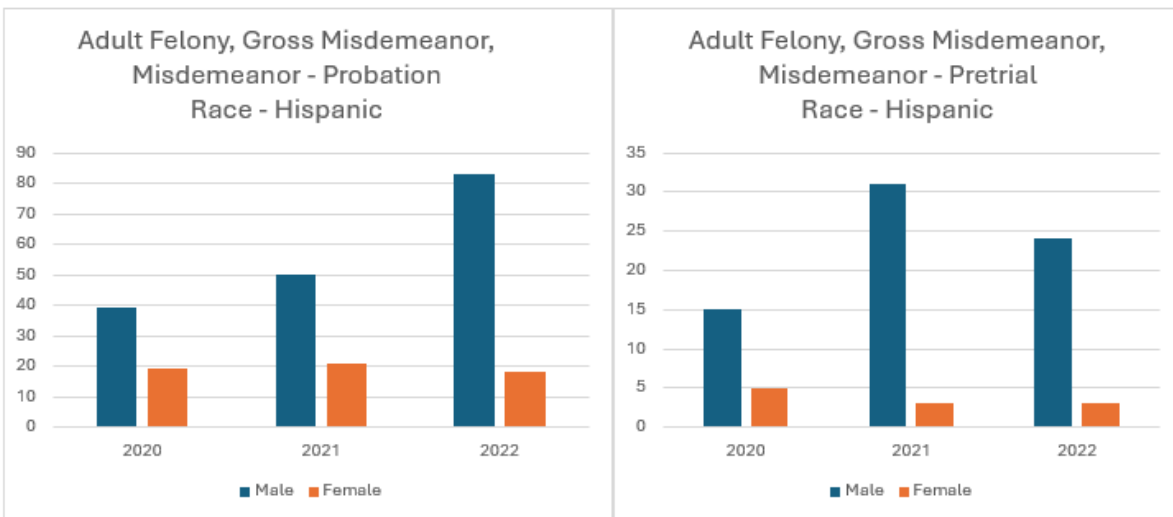
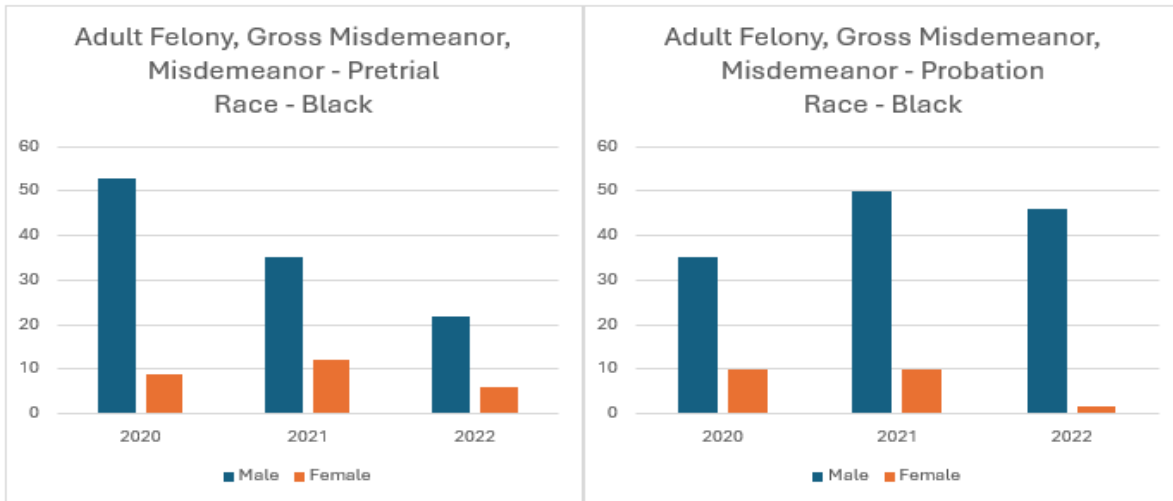
○ Probation Population

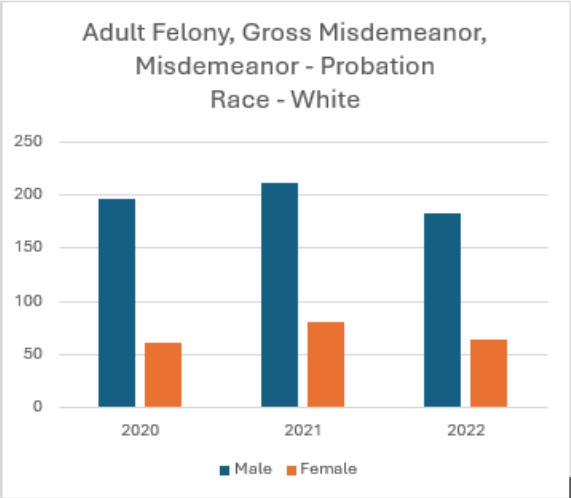
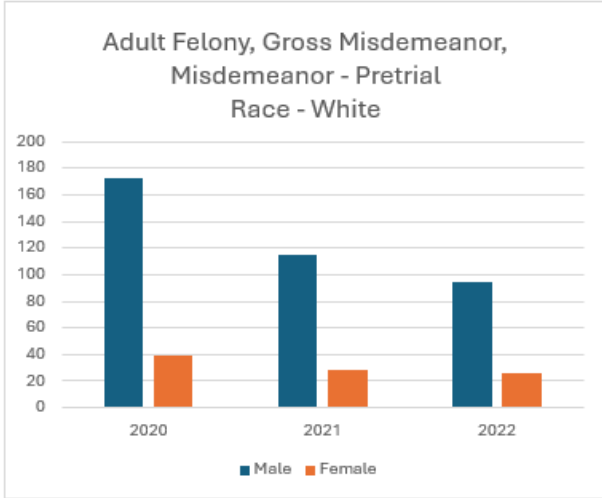
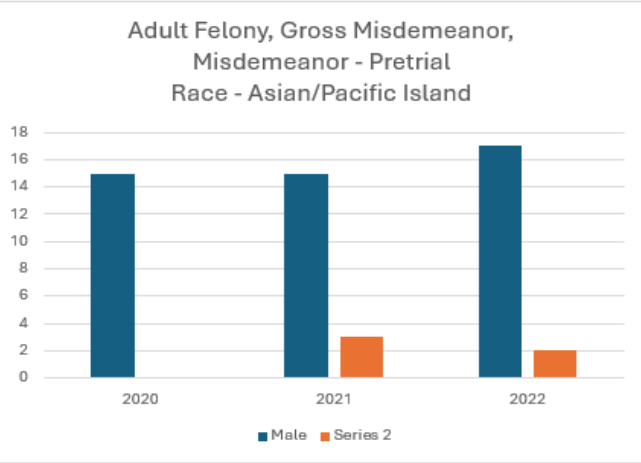
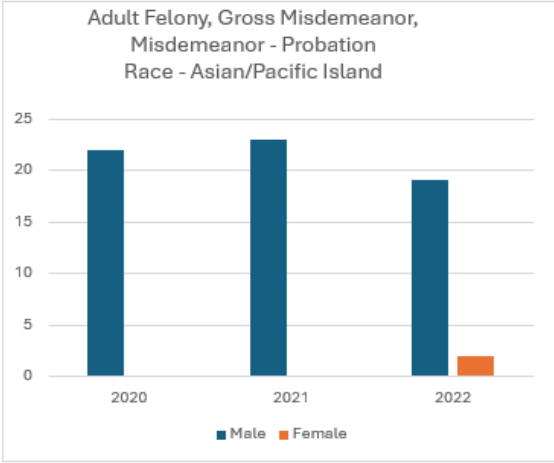
Year	Type	County	Adult/Juvenile	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2020	DOC	Mower	Adult	Felony	371	103	131	343	267	76	264	54	3	10	12	46	297
2020	CPO	Mower	Adult	Gross Misd	252	120	169	209	163	46	154	32	3	11	9	22	187
2020	CPO	Mower	Adult	Misd	204	121	169	150	110	40	108	16	0	6	20	14	136
2020	CPO	Mower	Juvenile	Juvenile	91	50	59	82	63	19	54	8	0	3	17	17	65
Total					918	394	528	784	603	181	580	110	6	30	58	99	685

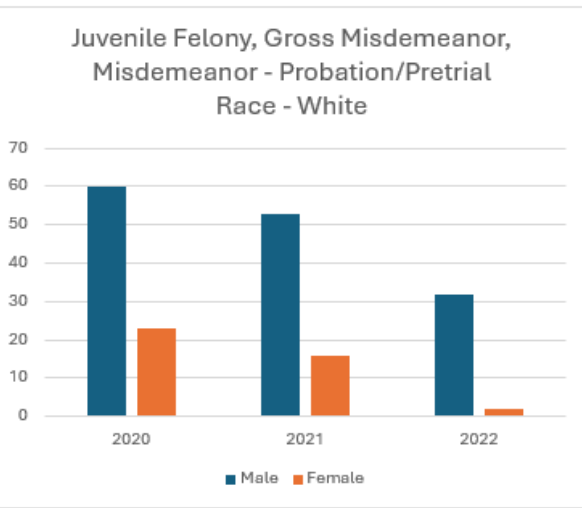
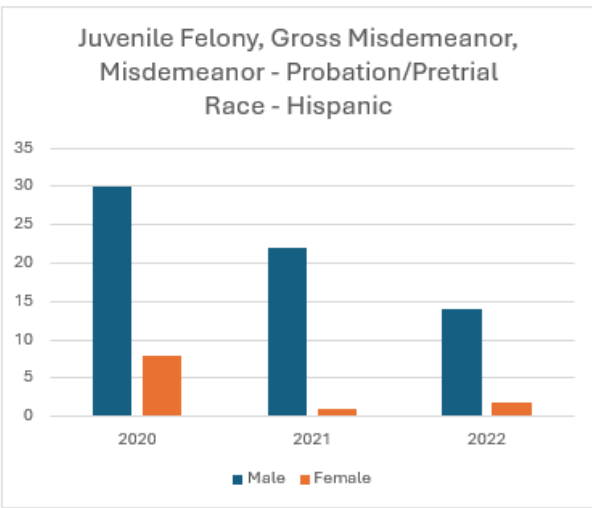
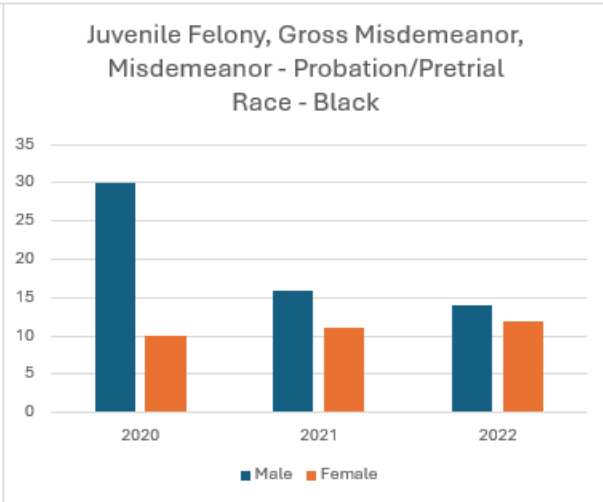
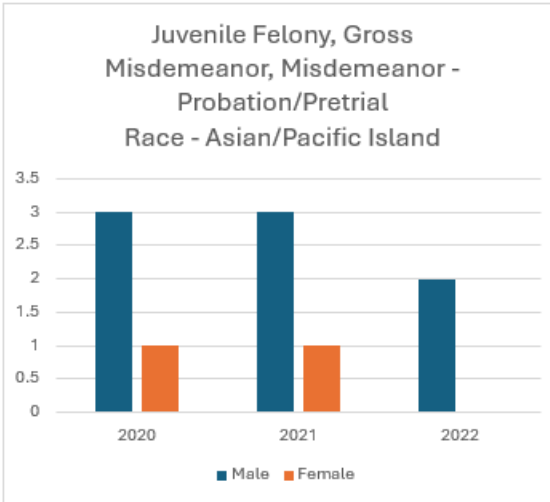
Year	Type	County	Adult/Juvenile	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2021	DOC	Mower	Adult	Felony	352	126	109	369	282	87	282	55	3	13	16	51	318
2021	CPO	Mower	Adult	Gross Misd	210	133	146	200	150	50	147	24	1	12	16	28	172
2021	CPO	Mower	Adult	Misd	149	190	134	202	150	52	148	23	0	6	25	22	180
2021	CPO	Mower	Juvenile	Juvenile	67	54	60	61	39	22	30	8	2	1	20	8	53
Total					778	503	449	832	621	211	607	110	6	32	77	109	723

Year	Type	County	Adult/Juvenile	Offense Level	Previous Year	Entries	Removals	Year End	Males	Females	White	Black	American Indian	Asian	Other Race	Hispanic	Non Hispanic Unknown
2022	DOC	Mower	Adult	Felony	370	141	126	385	301	84	299	55	1	12	18	52	333
2022	CPO	Mower	Adult	Gross Misd	197	152	130	226	172	54	160	29	0	13	24	29	197
2022	CPO	Mower	Adult	Misd	189	162	167	177	133	44	126	15	2	6	28	23	154
2022	CPO	Mower	Juvenile	Juvenile	54	42	51	45	30	15	20	11	0	1	13	5	40
Total					810	497	474	833	636	197	605	110	3	32	83	109	724

Mower County Correctional Services







○ 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		
Intensive Supervised Release	1	5	6	6	6	6	8	8	20	
Male	1	5	6	6	6	6	8	8	20	
Black		1	1						1	
Black-Non Hispanic					3	3		2	5	
White	1	4	5						5	
White-Non-Hispanic					3	3		6	9	
Parole		2	2		1	1		1	4	
Male		2	2		1	1		1	4	
Black		1	1						1	
Black-Non Hispanic							1	1	1	
White		1	1						1	
White-Non-Hispanic					1	1			1	
Parole/Standard Supervised Release							1	1	1	
Male							1	1	1	
White-Non-Hispanic							1	1	1	
Standard Supervised Release	7	47	54	11	52	63	11	49	177	
Female		6	6	2	6	8	1	5	20	
Asian-Non Hispanic					1	1		1	2	
Black		1	1						1	
Black-Non Hispanic					2	2		1	3	
White		5	5						5	
White-Hispanic				2		2	1		3	
White-Non-Hispanic					3	3		3	6	
Male	7	41	48	9	46	55	10	44	157	
American Indian or Alaskan Native		2	2						2	
Asian or Pacific Islander		1	1						1	
Asian-Non Hispanic					2	2		5	7	
Black		10	10						10	
Black-Non Hispanic					13	13		8	21	
White	7	28	35						35	
White-Hispanic				9		9	10		19	
White-Non-Hispanic					31	31		31	62	
Grand Total	8	54	62	11	59	70	11	59	202	

In addition, please provide the following:

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

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

Risk Level	High		Low		Medium		Unknown		Total #	Total %
	#	%	#	%	#	%	#	%		
DOC Adult	50	100.00%	170	100.00%	164	100.00%	44	100.00%	428	100.00%
Alexander Earl	24	48.00%	31	18.24%	42	25.61%	10	22.73%	107	25.00%
Blake Temp	10	20.00%	38	22.35%	20	12.20%	20	45.45%	88	20.56%
Holly E. VanPelt	16	32.00%	28	16.47%	28	17.07%	10	22.73%	82	19.16%
Victoria Cory		0.00%	73	42.94%	74	45.12%	4	9.09%	151	35.28%
Grand Total	50	100.00%	170	100.00%	164	100.00%	44	100.00%	428	100.00%

Assignment Type	DOCAAdult								Total #	Total %
	High		Low		Medium		Unknown			
	#	%	#	%	#	%	#	%		
Felony	49	98.00%	169	99.41%	164	100.00%	44	100.00%	426	99.53%
Administrative Caseload (includes STS only/unsup probation/juvenile monitoring)		0.00%	1	0.59%	1	0.61%	3	6.82%	5	1.17%
Enhanced Supervision	41	82.00%	5	2.94%	4	2.44%	6	13.64%	56	13.08%
ESO Phase 1	7	14.00%	8	4.71%	4	2.44%	19	43.18%	38	8.88%
ESO Phase 2	1	2.00%	3	1.76%	4	2.44%		0.00%	8	1.87%
ESO Phase 3		0.00%	16	9.41%	3	1.83%		0.00%	19	4.44%
ESO Phase 4		0.00%	7	4.12%		0.00%		0.00%	7	1.64%
Traditional Supervision		0.00%	129	75.88%	148	90.24%	16	36.36%	293	68.46%
Gross Misdemeanor	1	2.00%	1	0.59%		0.00%		0.00%	2	0.47%
Enhanced Supervision		0.00%	1	0.59%		0.00%		0.00%	1	0.23%
ESO Phase 1	1	2.00%		0.00%		0.00%		0.00%	1	0.23%
Grand Total	50	100.00%	170	100.00%	164	100.00%	44	100.00%	428	100.00%

▪ **Average Caseload Sizes by Caseload Type (CPO)**

Mower County Corrections average caseload size is 75 offenders per agent who delivers services in the Adult or mixed Adult/Juvenile caseloads. Our average caseload is 36 offenders for our agent who delivers services to only juvenile/truancy caseload. Our average caseload size is 162 offenders per agent who delivers services to our pre-trial caseload.

▪ **Percentage and number of probation clients by Risk Levels (Very High/High, Medium, Low, and Unknown) (CPO)**

Mower County Corrections has been administering the LS-CMI since 2012. Our agents perform LS-CMI’s on clients where a Pre-Sentence Investigation (PSI) has been Court ordered and for those clients who are transferring out via Interstate or Intrastate transfer. With this population in mind Mower County completed 119 LS-CMI’s of our 396 new admissions for calendar year 2023. Because we do not complete an LS-CMI on every new client, the number and percentage of clients by risk level is not known. Any response would be skewed and purely anecdotal. Mower County Corrections does not assign agents to caseloads based on risk levels of the client. Each agent has a mixed caseload inclusive of all risk levels. It is a goal of Mower County Corrections to complete an LS-CMI on every adult client entering our caseloads by June of 2024.

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.

DOC Adult	Successful		Unsuccessful		Total # of cases	Total %
	# of cases	%	# of cases	%		
Felony	61	59.80%	28	27.45%	89	87.25%
Discharge-Early	19	18.63%		0.00%	19	18.63%
Discharge-Expiration	28	27.45%		0.00%	28	27.45%
Dismiss	14	13.73%		0.00%	14	13.73%
Executed-Client Demanded-COC serving MCF (Felony Supervision)		0.00%	1	0.98%	1	0.98%
Executed-COC but serving Local (Felony Supervision)		0.00%	1	0.98%	1	0.98%
Executed-COC serving MCF (Felony Supervision)		0.00%	26	25.49%	26	25.49%
Gross Misdemeanor	9	8.82%	1	0.98%	10	9.80%
Discharge-Expiration	9	8.82%		0.00%	9	8.82%
Executed-MultipleOffenseLevels		0.00%	1	0.98%	1	0.98%
Misdemeanor	3	2.94%		0.00%	3	2.94%
Discharge-Expiration	3	2.94%		0.00%	3	2.94%
Grand Total	73	71.57%	29	28.43%	102	100.00%

CPO: Adult Probation Successful Completion in 2022 was 309.

CPO: Adult Probation Unsuccessful in 2022 was 31.

- This equates to 90% successful completion rate in 2022.

CPO: Juvenile Probation Successful Completion in 2022 was 71.

CPO: Juvenile Probation Unsuccessful in 2022 was 6.

- This equates to 91.5% successful completion rate in 2022.