Meeting Minutes: Community Supervision Advisory Committee

Meeting Date: May 17, 2024
Hybrid Meeting: Minnesota Department of Corrections Central Office, Afton Room and via Webex

Members present in person were: Kelly Mitchell, Nicholas Henderson, Jake McLellan, Kurt Mortenson, and Barb Weckmann Brekke

Members attending online: Julie Atella, Rebecca Muskat, Jon Priem, and Michael Schommer

Absent: Daryl Alkire, Ron Antony, Tierre Caldwell, Kevin Glass, Scott Halvorson, Morgan Ironheart, Jenna Kavanagh, Wally Kostich, Jonathan Schiro and Tami Jo Lieberg

Also present were: Dylan Warkentin and Heidi Rademacher – CSTS Data Committee

1. Call to Order & Roll Call
Co-Chair Kelly Mitchell called the meeting to order at 1:10pm. Roll call was taken. There are not enough members to make actions so this will be an update meeting with no actions.

2. Approval of Draft Meeting Agenda (Action) and Approval of Draft meeting Minutes from February 23, 2024 (Action)

Not enough members to take action

3. Committee Updates (Discussion/Potential Action)

a. Workload Subcommittee – Jake McLellan
The Workload Subcommittee has had 3 applicants for the SPI. Bringing back subcommittee to review and identify specifics to craft RFP for the future. May 30th subcommittee will be getting together to work through the submissions. Urban Institute, RTI International, and UND West AT

b. CSTS Data Committee – Dylan Warkentin and Heidi Rademacher
Immediate Reporting: Number of individuals sentenced to supervision each year. We can report both individuals and number of new cases. Offense Level, Type, and Supervision Level. S3 is recording the charged offense not the sentenced offense. Some counties were not aware that information was not pulling automatically and needed to be entered manually. S3 pulls risk level not supervision level. Probation cases closed successfully at least 90 days before case expiration. Is 90 days too large of a chunk of a year for Gross Misdaminer cases? What does the justification for early release look like?

Future Reporting: Violation and revocation rates would have an extensive change to M-load and structure of S3. Is IT in all areas in consideration when developing modules? The module is already developed. Some areas may not think that state modules are secure enough for their systems.
Other Sources: restructured on supervision and individuals revoked from supervision. Identify the grounds for revocation.
(See Presentation)
Action for next meeting: Recommend to Commissioner to record on topics we can record on. And reporting back.

4. Supervision Fees Report (Action)

We have until the end of June so we are able to revisit since there are not enough members to set forth actions. Isanti stated no in the reporting so Kelly will confirm with them on the '22 information. Report seems to address what it needs to.

5. Other Business?

Julie – If Wilder research is applying for an RFP (Assessment) is that something that needs to be addressed? There should not be a conflict because there will be a subcommittee to choose the vendor not the large group.
In June we will bring forward ISR transformation work. The committee will be getting a project manager for the work in this group to help coordinate.
There being no other business, the meeting was adjourned at 2:35pm.