Meeting Minutes: Community Supervision Advisory Committee

Meeting Date: June 12, 2024
Hybrid Meeting: Minnesota Department of Corrections Central Office, Afton Room and via Webex

Members present in person were: Wally Kostich, Jake McLellan, Kurt Mortenson, Jonathan Schiro, Michael Schommer, Barb Weckmann Brekke, Kelly Mitchell

Members attending online: Daryl Alkire, Ron Antony, Julie Atella, Kevin Glass, Rebecca Muskat, Jon Priem,

Absent: Tierre Caldwell, Scott Halvorson, Nicholas Henderson, Morgan Ironheart, Jenna Kavanagh, and Tami Jo Lieberg

Also present were: Sephira Reynolds- Tanner, Erin Thorvalson

1. **Call to Order & Roll Call**
    a. Co-Chair Kelly Mitchell called the meeting to order at. Roll call was taken.

2. **Approval of Draft Meeting Agenda (Action)**
    Motion to approve 1st: Wally Kostich
    Motion 2nd: Jonathan Schiro
    Motion carried unanimously on a roll-call vote.

3. **Approval of Draft Meeting Minutes from April 19th, 2024, and May 17th, 2024 (Action)**
    Motion to approve 1st: Kurt Mortenson
    Motion 2nd: Barb Weckmann - Brekke
    Motion carried unanimously on a roll-call vote.

4. **Committee Updates (Discussion/Potential Action)**
    1) Workload Study Update (Discussion) – Jake McLellan
    a. The workload study, estimated to take about 24 months, aims to achieve several goals: identifying the use of Evidence-Based Practices (EBP) and comparing EBP with non-EBP practices, ensuring participation from all agencies, discussing the ideal caseload size for Minnesota, differentiating between supervision intake assessment and sustainable ongoing practices, and identifying administrative tasks, including inclusionary vs. exclusionary tasks. The purpose of this study is to help create a funding strategy for counties, with an estimated budget range of $350,000 to $400,000. Additional considerations include assessing the need for subsequent workload studies, clarifying administrative costs without supervision, and specifying in the RFP how frequently this study should be conducted. There are concerns about a new funding formula and whether the study will change how we represent our formula, even though the study is not tasked with formulating

rates. Moving forward, it is recommended to form a subcommittee to proceed with the RFP, utilizing information gathered from the RFI.

2) CSTS Data Committee (Action)

a. The legislature is interested in the number of people starting supervision each year, distinguishing between unique individuals and cases, as reporting both increases flexibility. Currently, risk assessments are not conducted for everyone, and it is suggested to report supervision levels. There is no state standard for defining risk, which may vary across the state. Regarding violations and revocation rates, the statute notes that data is not consistently coming to the DOC or being used uniformly statewide. Early discharges, currently tracked for 90 days, are significant for misdemeanors but not for felony cases. MACAC is gathering cut scores, which might be helpful as we move forward. Additionally, the validation process for LSCMI is currently underway.

Motion to approve 1st: Kurt Mortenson
Motion 2nd: Barb Weckmann - Brekke
Motion carried unanimously on a roll-call vote.

5. Supervision Fees Report (Action)

a. Nothing has changed except the spelling errors since last month. It is now broken up by county in the appendix. Found one other county that has switched delivery system during the collection period, so this number has been adjusted. Number is a bit higher on both counts

Motion to approve 1st: Ron Antony
Motion 2nd: Jonathan Schiro
Motion carried unanimously on a roll-call vote.

6. ISR Transformation (Discussion / Action)

a. A brief definition of ISR (see presentation) outlines which offenses qualify for ISR and confirms that all 87 counties provide ISR supervision. Statute 244.14 was eliminated in the 2023 legislative session. The rationale for transforming ISR stems from a 51-57 percent failure rate and significant variability across ISR agencies. The goal is to standardize the structure, while balancing community incarceration with pro-social support. An overview of steering committee members, their listen-first approach, and high-level themes will be provided. The project's purpose and the current ISR supervision structure will be discussed, along with key points from the presentation and concerns about additional information that may need to be included or clarified.

Motion to approve recommendation of ISR Transformation
Motion 1st: Micheal Schommer
Motion 2nd: Jonathan Schiro
Motion carried unanimously on a roll-call vote

Motion to for Kelly Mitchell to draft and send the proposal memo to Commissioner Schnell
Motion 1st: Wally Kostich
Motion 2nd: Kurt Mortenson
Motion carried unanimously on a roll-call vote

7. **Other Business?**
    a. One open position on the committee. If you know anyone who would want to apply and would be a good candidate, they will need to apply on Secretary of State Website. The committee would like someone with real-world supervision experience.
    b. Kelly Mitchell is connecting with Management Analysis and Development (MAD). They are going to come in and help with the structure of all the moving parts of this committee. They will also help facilitate the conversation on the future of this group moving forward. MAD will help articulate that, put it in writing, and help write the final report.

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