



Ramsey County Community Corrections 2024 Comprehensive Plan

March 2024

Ramsey County's Community Corrections Comprehensive Plan meets the requirements of the Minnesota Department of Corrections outlined in a letter from Assistant Commissioner of Community Services and Reentry, dated December 8, 2023.

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The Salary Roster will be submitted to the Minnesota Department of Corrections under separate cover.

I. INTRODUCTION TO RAMSEY COUNTY

GEOGRAPHIC LOCATION

Ramsey County -centrally located in the Minneapolis-Saint Paul metropolitan region- is home to striking landscapes, a diverse population, and is the heart of Minnesota's state government. In the last few decades, increasing population and land development have resulted in the almost complete urbanization of the county, which is comprised of 18 cities and 1 township. Saint Paul is the county's largest city and is known for its walkable neighborhoods, the state capitol, and expansive views of the Mississippi River Valley.



RAMSEY COUNTY ORGANIZATIONAL STRUCTURE

Ramsey County is governed by an elected Board of Commissioners who establishes the county’s strategy, creates policies, and adopts a biennial budget. The Board consists of seven commissioners elected from districts, each of which contains approximately 72,000 people. The County Manager, hired by the Board of Commissioners, is responsible for carrying out the policies and resolutions of the Board of Commissioners, for overseeing the day-to-day operations of the county, and for providing leadership and direction to executive leaders and staff.

Ramsey County is organized into four Service Teams: Health and Wellness, Safety and Justice, Economic Growth and Community Investment, and Information and Public Records. The County Manager appoints the heads of the county’s Service Teams. Community Corrections is a member of the Health and Wellness Service Team.

DEMOGRAPHICS

With an estimated total population of 547,202 living in an area of 170 square miles, Ramsey County is the smallest and most densely populated county in Minnesota. The population in Ramsey County, one of the most diverse counties in Minnesota, makes about 10 percent of the state’s residents. St Paul is the largest city in Ramsey County with an estimated population of 303,160.

More than **540,000** Minnesotans make their home in Ramsey County.

Race and Ethnicity - Ramsey County is one of the most diverse counties in the state and continues to become more racially diverse. Persons of color comprise **37.2%** of the total Ramsey County population.

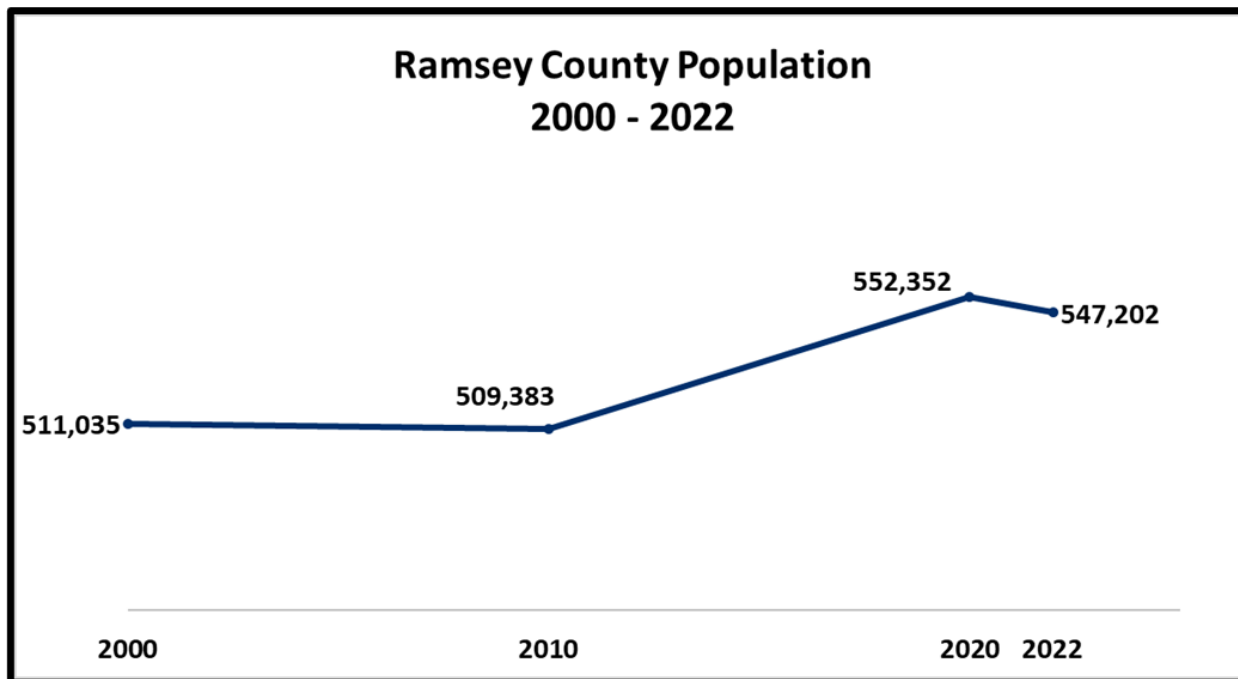


Figure 1 Data Source: 2022 American Community Survey 5-Year Estimates

Race	Minnesota	Ramsey County
White Alone	77.2%	62.2%
Black/African American Alone	7.0%	12.0%
Asian Alone	5.2%	15.0%
Native Hawaiian/Other Pacific Island alone	0.0%	0.0%
American Indian/Alaska Native alone	1.0%	0.6%
Other Race	2.9%	3.0%
Two or More Races	6.7%	7.2%
Total	100%	100%
Ethnicity	Minnesota	Ramsey County
Hispanic/Latine	5.8%	7.7%
Not Hispanic/Latine	94.2%	92.3%

Data Source: 2022 American Community Survey 5-Year Estimates

II. ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES

Ramsey County Community Corrections is positioned across multiple interdependent systems in the Health and Wellness Service Team, along with the Safety and Justice Service Team, the Second Judicial District and multiple community service providers. Community Corrections continues to work to further the County Board’s four primary goals of enhancing well-being, prosperity, opportunity, and accountability as well as focusing on *Residents First* and helping clients become successful, productive members of the community.

Community Corrections provides a core set of functions that support the criminal justice system. Community Corrections screens and assesses clients, prepares reports for court, provides community supervision, and offers short-term custody and programming for those who are court-ordered to serve time. Detention services for juveniles are provided by Community Corrections. Detention services for adults are provided by the Sheriff’s Office.



VISION AND MISSION

Community Corrections is guided by the following operating principles and strategic goals:

Ramsey County Community Corrections’ strategic plan lays out four major goal areas that are supportive of the Health and Wellness Service Team as well as the County Board’s Strategic Plan.

Goal 1 – One Client, One Plan.

Provide and coordinate effective client-centered services through targeted case planning.

Goal 2 – We Reflect the Clients and Communities We Serve.

Recruit, hire, retain and promote a talented and diverse workforce that reflects the clients and communities we serve.

Goal 3 – We Communicate and Engage.

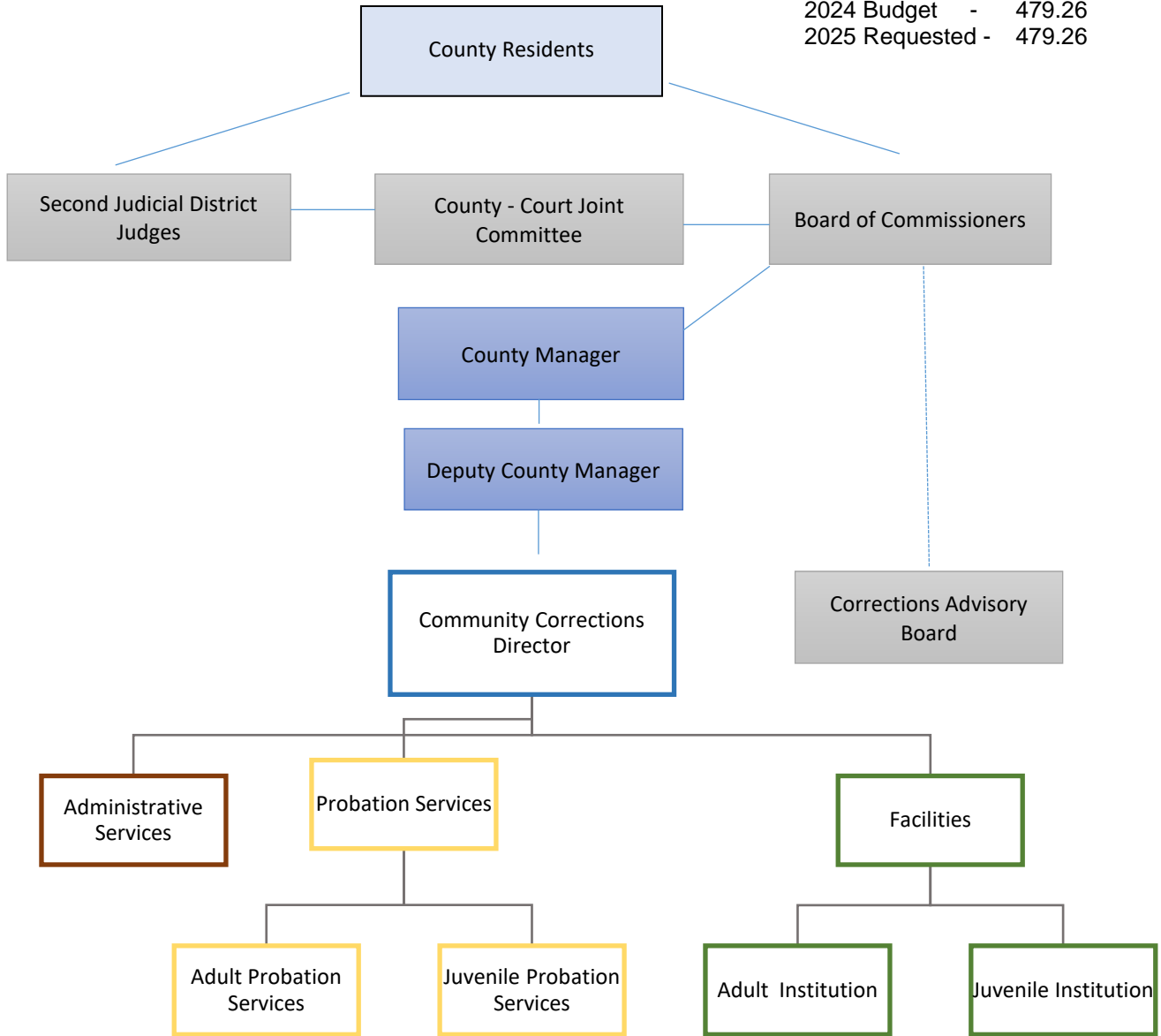
Develop and implement clear and transparent communication and consistent processes that establish trust throughout the department.

Goal 4 – More Community, Less Confinement.

Increase use of and success with community supervision strategies and reduce the use of incarceration and out-of-home displacements, while maintaining community safety and well-being.

ORGANIZATIONAL STRUCTURE

Personnel - FTE
 2023 Approved - 488.26
 2024 Budget - 479.26
 2025 Requested - 479.26



COMMUNITY CORRECTIONS LEADERSHIP

The director of the Community Corrections Department is selected by the County Manager's office and appointed by the Ramsey County Board Commissioners. The Commissioners delegate to the Deputy County Manager and the Director authority and responsibility for the services of the department.

The authority and responsibility of the director are carried out within an organizational structure and reporting relationship that is in accordance with the administrative policies of the Ramsey County Board of Commissioners and in consultation with Second Judicial District. The director reports to the Deputy County Manager and is part of the county's senior management structure.

Corrections Executive Team

Monica Long, Director

Kimberly Stubblefield, Deputy Director, Field Services

Michelle Finstad, Deputy Director, Administrative Services

Elizabeth Reetz, Deputy Director, Facilities Services

Senior Management Team

Valeria DeRusha, Assistant Deputy Director Administrative Services

Jan Scott, Assistant Deputy Director, Adult Services

Corey Hazelton, Assistant Deputy Director, Adult Services

Andrea Messenger, Assistant Deputy Director, Juvenile Probation Services

Jayne Brisch, Superintendent, Juvenile Detention Center

Cory Grewing, Staff Development and Cognitive Programming Manager

Timothy Vasquez, Superintendent, Ramsey County Correctional Facility

CORRECTIONS ADVISORY BOARD

Minnesota Statutes § 401 requires that all counties participating in the Community Corrections Act have a Community Advisory Board (CAB). By law, representatives from various communities are required: law enforcement, prosecution, the judiciary, education, corrections, social services, and lay citizens. The responsibilities of the board are: (1) to serve as advisors to the Ramsey County Board of Commissioners and the Ramsey County Community Corrections Department; (2) to participate in the formulation of the Comprehensive Plan; and (3) to make recommendations to the County Board on the budget and Comprehensive Plan.

The Board is chaired and vice-chaired by community representatives. In addition to its work with the budget and Comprehensive Plan, CAB members meet several times each year to discuss and advise the Department Director and division deputy directors on critical issues, challenges, and initiatives of the Department.

ADVISORY BOARD MEMBERS

Cyle Cramer: General Public, Attorney, Caucasian
Emma Koski: The Judiciary, Public Defender, Caucasian
Stevenson Morgan: Social Services (he was appointed while working for Ujamaa Place)
Xavier Martine (vice chair): General Public, Attorney, Latino
Christopher Nguyen (chair): Prosecution, Attorney, Asian

Maurice Nins, Law Enforcement (he was appointed when he was with DPS) African American
Richard Podvin: Prosecution, Attorney,
Marika Reese: Social Worker, African American
Neal Thao: Education, Professor of Social Work, Asian
Christiaan Van Lierop: General Public, Attorney, Caucasian

AGENCY TRAINING REQUIREMENTS

Ramsey County provides quality staff and organizational development trainings. The department has a unit dedicated to delivering training in local, state and nationally recognized based practices, interventions, and curriculum to our staff. All probation services staff are required to attend 40 hours of training per year, of which at least 13 hours must be dedicated to evidence-based practices.

TRANSFORMATIVE SERVICES TRAINING UNIT

Transformative Services is focused on expanding opportunities for training and coaching around individual cognitive behavioral interventions. The unit works to apply the research on best practices, is focused on building the department's capacity to offer training that addresses responsivity concerns that may impact our clients. The professional relationship that staff develop with their clients is a key success indicator. Establishing rapport requires not only identifying and building on the strengths of each client, but also recognizing and assisting clients in overcoming barriers they face.

- Transformative Services connects all trainings and services we provide back to the Risk Need Responsivity Model.
 - Trains department staff in case planning.
 - Provides domestic violence programming (DVEP), and gender responsive programming (Moving On).
 - Provides Decision Points for all appropriate referrals to cognitive behavioral programming.
 - Trains staff in Bridges Out of Poverty and Race Equity in Effective Supervision Practices (the department's practice model) to improve responsivity.
 - Provides annual feedback to agents in assessment, motivational interviewing, and case planning.

EFFECTIVE SUPERVISION PRACTICES



Ramsey County Community Corrections Department’s framework for client-centered evidenced-based supervision is Effective Supervision Practices (ESP). The principles of ESP are:

- Effective Supervision Practices is an evidence-based framework for ALL Ramsey County Corrections professionals working with clients.
- Each Corrections professional engages in developing their core competencies within their roles and responsibilities related to core correctional practices.
- By using a common framework, the client receives high quality services and a greater chance of success to exit the system and sustain a healthy future.
- Continuous learning and improvement for all employees using multiple modes of development (1:1 coaching, classroom, E-learning, tapes). Training alone does not develop staff.

III. OVERVIEW OF SUPERVISION POPULATION (INCLUDING SR, ISR AND PRE-TRIAL)

PRE-TRIAL POPULATION*

2020 – Adults on Pre-trial Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin

Year End 2020 data is not available due to the fact our contract with Justice Point for pretrial conditional release services had just gone into effect.

2020 - Juveniles on Pre-trial by Gender, Race, and Hispanic Origin

	Total
Male	18
Female	5
White	3
Black	15
American Indian	0
Asian/Pacific Islander	1
Other race	4
Unknown race	0
Hispanic	1
Not Hispanic	22

Total	23
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2021 – Adults on Pre-trial Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin

	Felony	Gross Misdemeanor	Misdemeanor	Total
Male	364	21	178	563
Female	57	4	49	110
White	113	7	71	191
Black	203	13	93	309
American Indian	7	0	6	13
Asian/Pacific Islander	69	1	26	96
Other race	29	4	31	64
Unknown race	0	0	0	0
Hispanic	19	4	19	42
Not Hispanic	402	21	208	631
Total	421	25	227	673

*Data on adults Pre-trial were provided by Justice Point.

2021 - Juveniles on Pre-trial by Gender, Race, and Hispanic Origin

	Total
Male	12
Female	3
White	1
Black	12
American Indian	0
Asian/Pacific Islander	0
Other race	2
Unknown race	0
Hispanic	1
Not Hispanic	14
Total	15

Total End of Year Pre-trial Population **688**

2022 - Adults on Pre-trial Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin*

	Felony	Gross Misdemeanor	Misdemeanor	<i>Total</i>
Male	706	235	187	1128
Female	161	48	38	247
White	276	97	66	439
Black	439	123	111	673
American Indian	17	2	7	26
Asian/Pacific Islander	75	32	19	126
Other race	60	29	22	111
Unknown race	0	0	0	0
Hispanic	57	27	20	104
Not Hispanic	807	254	203	1264
Total	867	283	225	1375

2022 - Juveniles on Pre-trial by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	16
Female	2
White	2
Black	10
American Indian	1
Asian/Pacific Islander	1
Other race	4
Unknown race	0
Hispanic	1
Not Hispanic	17
Total	18

Total End of Year Pre-trial Population **1393**

PROBATION POPULATION

2020 - Adult Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin

	Felony	Gross Misdemeanor	Misdemeanor	Total
Male	3786	1645	1300	6731
Female	943	509	342	1794
White	1997	1008	802	3807
Black	1905	700	512	3117
American Indian	138	62	38	238
Asian/Pacific Islander	377	196	129	702
Other race	312	188	161	661
Unknown race	0	0	0	0
Hispanic	327	183	196	706
Not Hispanic	4402	1971	1446	7819
Total	4729	2154	1642	8525

2020 - Juvenile Probationers by Gender, Race, and Hispanic Origin

	Total
Male	170
Female	32
White	43
Black	112
American Indian	7
Asian/Pacific Islander	9
Other race	31
Unknown race	0
Hispanic	14
Not Hispanic	188
Total	202

2020 - Total End of Year Probation Population **8727**

2021 - Adult Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin

	Felony	Gross Misdemeanor	Misdemeanor	<i>Total</i>
Male	3532	1471	1436	6439
Female	792	434	377	1603
White	1790	869	821	3480
Black	1812	650	607	3069
American Indian	136	54	43	233
Asian/Pacific Islander	347	154	132	633
Other race	239	178	210	627
Unknown race	0	0	0	0
Hispanic	289	165	180	634
Not Hispanic	4035	1740	1633	7408
Total	4324	1905	1813	8042

2021 - Juvenile Probationers by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	164
Female	24
White	24
Black	105
American Indian	1
Asian/Pacific Islander	18
Other race	40
Unknown race	0
Hispanic	15
Not Hispanic	173
Total	188

2021 - Total End of Year Probation Population **8230**

2022 - Adult Felony, Gross Misdemeanor, Misdemeanor by Gender, Race, and Hispanic Origin

	Felony	Gross Misdemeanor	Misdemeanor	<i>Total</i>
Male	3428	1533	1453	6414
Female	828	463	444	1735
White	1721	796	745	3262
Black	1741	654	571	2966
American Indian	136	50	27	213
Asian/Pacific Islander	354	143	134	631
Other race	304	353	420	1077
Unknown race	0	0	0	0
Hispanic	271	142	127	540
Not Hispanic	3985	1854	1770	7609
Total	4256	1996	1897	8149

2022 - Juvenile Probationers by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	223
Female	30
White	24
Black	156
American Indian	4
Asian/Pacific Islander	22
Other race	47
Unknown race	0
Hispanic	15
Not Hispanic	238
Total	253

2022 - Total End of Year Probation Population **8402**

SUPERVISED RELEASE (SR) AND INTENSIVE SUPERVISED RELEASE (ISR) POPULATION

2020 - Supervised Release (SR) and Intensive Supervised Release (ISR) by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	680
Female	62

White	299
Black	299
American Indian	30
Asian/Pacific Islander	72
Other race	33
Unknown race	9

Hispanic	55
Not Hispanic	687

<i>Total</i>	742
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2020 - Total End of Year SR/ISR Population	742
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2021 - Supervised Release (SR) and Intensive Supervised Release (ISR) by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	607
Female	47

White	259
Black	275
American Indian	26
Asian/Pacific Islander	55
Other race	31
Unknown race	8

Hispanic	52
Not Hispanic	602

<i>Total</i>	654
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2021 - Total End of Year SR/ISR Population **654**

2022 - Supervised Release (SR) and Intensive Supervised Release (ISR) by Gender, Race, and Hispanic Origin

	<i>Total</i>
Male	578
Female	31

White	238
Black	251
American Indian	22
Asian/Pacific Islander	58
Other race	31
Unknown race	9

Hispanic	45
Not Hispanic	564

Total	609
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2022 - Total End of Year SR/ISR Population **609**

AVERAGE CASELOAD SIZES BY CASELOAD TYPE

Adult Clients - Average Caseload Sizes by Caseload Type – CY 2022

	Average size (supervision cases per PO)
Field Probation	52
Probation Service Center	2803*
Domestic Abuse	56
Domestic Abuse - Low Risk	107
DWI	55
Supervised Release	32
Intense Supervised Release	15
Predatory Offender Probation (POR)	51
Treatment Court	25
Transitional Age	16
Unsheltered Probation Partnership (UPP)	33
Gender Responsive	13

*This number represents the average number of clients supervised by PSC as PSC uses a team approach

Juvenile Clients - Average Caseload Sizes by Caseload Type – CY 2022

	Average Size (clients per PO)
Intake	12
Field Probation	14
Enhanced/EJJ Probation	15

PROBATION CLIENTS BY RISK LEVEL

Percentage and number of adult probation clients by Risk Levels – CY 2022

Adults open in a supervision unit

	Adult Clients (distinct count)	Adult Clients (percentage)
Very High/High	1898	27%
Medium	934	13%
Low	2453	35%
Unknown*	1779	25%
Total	7064	100%

*The majority of clients with an unknown risk level were supervised at the Probation Service Center (PSC) on offenses that do not receive a risk assessment per Department policy.

Percentage and number of juvenile probation clients by Risk Levels – CY 2022

	Juvenile Clients (distinct count)	Juvenile Clients (percentage)
Very High/High	99	36%
Medium	97	35%
Low	54	19%
Unknown	28	10%
Total	278	100%

ADULT PROBATION CASES SUCCESSFULLY/UNSUCCESSFULLY CLOSED

Percent of adult probation cases successfully closed and unsuccessfully closed – CY 2022

There were a total of 3,659 adult cases closed in 2022. Of this total, 71% were closed successfully, 18% were closed unsuccessfully, and 11% were closed due to miscellaneous/administrative reasons.

	Number of cases	Percentage of cases
Successfully closed	2596	71%
Unsuccessfully closed	650	18%
Closed due to other reasons	413	11%
Total	3,659	100%

JUVENILE PROBATION CASES SUCCESSFULLY/UNSUCCESSFULLY CLOSED

Percent of juvenile probation cases successfully closed and unsuccessfully closed – CY 2022

There were a total of 347 juvenile cases closed in 2022. Of this total, 96% were closed successfully and 4% were closed unsuccessfully.

	Number of cases	Percentage of cases
Successfully closed	332	96%
Unsuccessfully closed	15	4%
Total	347	100%

IV. STRATEGIC PLANNING

Community Corrections continues to implement and align its work with the department’s strategic plan focusing on the four priority goals of:

- Goal 1 – One Client, One Plan
- Goal 2 – We Reflect the Clients and Communities We Serve
- Goal 3 – We Communicate and Engage

Goal 4 – More Community, Less Confinement

In addition, Community Corrections continues to collaboratively align its work with both the County's and the Health and Wellness Service Team's priorities. These include:

- Residents First: Effective, Efficient and Accessible Operations
- Advancing Racial and Health Equity and Shared Community Power
- Aligning Talent Attraction, Retention & Promotion
- Putting Well-being & Community at the Center of Justice System Transformation
- Advancing a Holistic Approach to Strengthen Families
- Responding to Climate Change & Increasing Community Resilience
- Intergenerational Prosperity for Racial & Economic Inclusion

Community Corrections works to actualize Putting Wellbeing and Community at the Center of Justice System Transformation. Department leaders and staff recognize the need to identify and promote opportunities for deeper and more sustained community engagement that is not just transactional and lessens harmful system investments. Ramsey County Community Corrections continues to contribute towards the county's vision for a vibrant community where all are valued and thrive. Strategies that we employ include prioritizing race and gender equity in our decision making. Inequities in the criminal justice system persist and only by being intentional about identifying and naming them, can we work to eliminate them. We seek community partnerships as well as the voice of those with lived experience to ensure that our programs and services meet the needs of clients, are not disproportionately punitive and create better outcomes. In the last several years we have been intentional in recruiting justice impacted community members to act as co-design partners in several initiatives. These include:

Adult Intervention Model (AIM)

This project looks to update probation's framework and guidelines for responding to client behaviors. The current framework only provides guidance on responding to behavioral lapses and misconduct, and does not take into account client progress, accomplishments, and success on probation. A workgroup, which includes probation officers, supervisors, community service providers, and justice involved community members, is determining the best way to objectively measure a client's progress and how that should impact our responses to lapses and any recommendations to Court for sanctions. The first draft of the AIM response matrix will be reviewed with leadership early in 2024, with implementation plans to follow. We will also use feedback from staff using incentives via Case Planning to inform the structure for incentivizing prosocial behavior as we continue to develop the AIM.

Reducing Revocations Challenge

In 2019, Ramsey County partnered with the Robina Institute at the University of Minnesota Law School, as part of the Reducing Revocations Challenge to better understand why revocations occur and to increase success on probation through the identification, piloting, and testing of promising strategies. Throughout phases 1 and 2, we partnered with cross system stakeholders and justice involved community as workgroups reviewed practices and made recommendations on policy and practice. Although the grant ended in 2023, the work continues as we look to implement recommendations made by the various workgroups including policy changes around probation lengths, early discharge, case assignment, and probation violation criteria.

The Power Within Us Resource Sessions

The Power Within Us Resources Sessions were a collaboration between Community Corrections, Workforce Solutions, and Judicial partners utilizing funds from the American Rescue Plan Act (ARPA). The Power Within Us Resource Sessions intentionally connected, clients ages 16-24, who were currently on probation in Ramsey County, to immediate paid job and education training programs with the goal of contributing to long term stability.

Race Equity Advisory Team

The Community Corrections Racial Equity & Community Engagement Action Team (RECEAT) is a partnership between community members and Community Corrections staff to advance racial equity in the day-to-day operations of the department by developing and implementing strategies to better serve residents promoting equitable outcomes for African American, Native American, and other communities whose voices are underrepresented at decision making spaces. RECEAT along with Human Resources updated Community Corrections job descriptions to emphasize and include expectations around equity and to replace the Minimum Qualifications education requirements with lived experience and/or other experiences reducing barriers for the department's staff of color to employment, retention, and promotion.

In addition to the initiatives outlined above the Ramsey County is looking to engage supervisors at a strategic level:

Field Supervisor Long-Term Planning

In early 2024, Ramsey County will hold several planning sessions with Adult and Juvenile Field Supervisors. The aim is to use a research and data informed approach to develop a 3–5-year plan to improve services and outcomes for clients, community, and staff.

V. PRE-TRIAL, DIVERSION AND OTHER SERVICES

Pretrial services support effective and informed decision-making about detention or release for individuals accused of a crime and detained in jail. Pretrial services include:

- Jail Screening: All individuals arrested in Ramsey County are screened to assist the Court in making decisions about whether to release the individuals from custody prior to trial.
- Pretrial Supervision (Conditional Release): The agency supervises defendants who are released from jail with conditions set by the Court, pending disposition of their criminal case in court. Pre-Sentence Investigation (PSI): Investigations ordered by the Court to determine the appropriate sentencing. Investigations are tailored to an individual's offense and include a variety of components such as family history, work history, chemical use history, and psychological assessments.

In 2022, Ramsey County had an increase in the number of pre-trial defendants placed on conditional release and the length of time defendants were supervised. The department increased its budget to meet demand.

VI. NARRATIVE OF CORE INTERVENTIONS AND EVIDENCE BASED PRACTICES (EBP) PROGRAMMING

JUVENILE PROBATION SERVICES

Juvenile Probation Services provide a broad range of services to youth between the ages of 10 and 18, as well as to young adults on Extended Jurisdiction Juvenile (MS 260B.130) through age 21. Additionally, clients aged 18-24 are served by the Transitional Age Unit. Juvenile Probation Services staff use a racial equity lens and a positive juvenile justice framework to protect public safety and reduce the delinquency behaviors of youth on probation by promoting positive behavioral change, healthy youth development, and holding young people accountable.

Probation officers consider the seriousness of the offense, and information gathered from the assessments and interviews to make recommendations to court that may include referrals to community programming, restitution, community service, electronic home monitoring and other types of treatment or rehabilitation services. Probation staff work to increase clients' ability to maintain healthy and positive relationships with family and friends, to find and retain employment, and/or to continue with their education.

Probation staff also partner with community organizations to augment services and respond to the diverse cultural needs of Ramsey County youth and families. Some of the programs and services that support youth include:

- Educational, life-skills, employment readiness, and vocational training for youth
- Cognitive-behavioral interventions including individual and group sessions.
- Over the past five years, there has been a significant reduction in the number of youth on probation. Most of the youth now being served by juvenile field services are assessed at medium to high risk for reoffending.

SUPERVISION BY RISK LEVEL

All youth/young adults (10-24yrs) sent to a branch office for supervision, are assessed by the Youth Level of Service/Case Management Inventory (YLS/CMI 2.0) or the Level of Service/Case Management Inventory (LS/CMI) for those over 18 years of age. The purpose of these assessment tools is to determine the risk of recidivism, engage the client in their individualized case plan and provide information that helps determine criminogenic needs and responsivity factors. These assessments are updated every 9 months, in the event of new dispositions or other major life event altering the significantly altering the needs of those being served allowing for targeted interventions for those with the highest needs while simultaneously disengaging in over saturation of interventions to those with low needs.

Many youth on probation also receive the Massachusetts Youth Screening Instrument (MAYSI) used to identify potential mental health problems in need of immediate attention and to determine whether a youth should be referred to a mental health professional for further assessment.

Once a risk level is determined and criminogenic needs, barriers, and strengths are identified, probation officers work to engage youth and their families in developing an individualized case plan targeting interventions that have the best chance of assisting the youth with long term positive behavior change while ensuring community safety.

While current caseload levels vary based on risk level and outcomes, the average caseload size for Probation Officers who supervise medium to high-risk clients is between 15-20 youth.

FAMILY ENGAGED CASE PLANNING

Juvenile agents utilize Family Engaged Case Plans (FECF) as a case management tool to build partnerships with the young people they serve and their families, to frame and address individual, family and community barriers to their success. Family engaged case plans are created with the youth and their family to assess and agree on goals and activities that align with criminogenic needs and meet SMART objectives (specific, measurable, achievable, realistic and timely). Family engaged case plans encompass a wide range of programming and services to support clients' success: These include:

- o Cognitive Behavioral Programming,
- o Chemical Dependency assessment and services,
- o Sex Offender assessment and treatment
- o Housing resources for children who are without adult supervision and/or support,
- o Programming for adolescents with violent and aggressive histories,
- o Programming for Clients experiencing severe and persistent mental illness.
- o Services, programming, and support for children identified as at risk for sexual exploitation.

Family Engaged Case Plans provide effective frameworks to deliver culturally responsive services acknowledging and actively addressing racial and equity disparities that currently exist within Ramsey County.

ADULT FIELD SERVICES

Adult Field Services provides a broad range of services to clients who are 18 years or older when they have been placed on supervision. Adult Field Services staff interact with clients throughout their involvement with the criminal justice system with services such as bail evaluations, pre-sentence investigations, community supervision (probation and supervised release), local confinement at the Ramsey County Correctional Facility and re-entry services. Adult Division staff assess client risks and factors contributing to criminal behavior and work jointly with their clients to help them become successful and crime-free.

Adult Services supervises clients that have either been placed on probation or supervised release from Minnesota prisons. The goal of the division is to balance the need to protect the community and hold clients accountable with rehabilitative services to help them live pro-social, productive and crime-free lives that lead to long term desistance. This often includes monitoring compliance with court-ordered conditions; drug testing; community work service; and referrals to treatment, programming and alternative sanctions that are attuned to the needs, risk and individual characteristics of the client. Adult Services partners with community organizations to augment services and respond to the diverse cultural needs of the community.

Some of the community programs that support clients and supplement the Adult Services Division include:

- Sentence-to-Service work crews and individual community work service hours.
- Cognitive-behavioral groups, such as *Thinking for a Change*, *Moving On*, and *Decision Points*.
- Re-entry planning and support.
- Treatment programs for adults convicted of sex and domestic abuse offenses and chemically dependent clients.

CASE PLANNING

Adult Field Services, including the Transitional Age Unit that currently sits in Juvenile Field Services, have started the process of training all Probation Officers and Supervised Release Agents in the use of the approved Statewide Case Planning curriculum. This program guides both the agents and clients towards the accomplishment of specific requirements and goals established through the correctional relationship. The plan will target the criminogenic needs of the clients and should be written, time and goal driven, and dynamic in nature. All clients determined to be medium risk or higher to recidivate, as the result of a validated risk assessment, will develop a case plan. Two waves of trainees have completed their training and have begun utilizing the curriculum. The remaining staff will be trained in 2024. Additionally, we purchased incentives (i.e., bus passes, greeting cards gift cards) to give to clients as they work towards identified goals, and to celebrate actions that lower their high areas of criminogenic need.

RISK/NEEDS ASSESSMENT

Risk Assessment tools are used to determine a client's risk level (low, medium, high, and very high) and to help direct subsequent assignment to one of the Division's units. Scores are also used to determine the appropriate level of supervision and resource allocation. High risk individuals are placed on caseloads where the probation officer has fewer cases and more time to monitor their behavior. The LS/CMI (Level of Service-Case Management Inventory) and the Level of Service Inventory – Revised: Screening Version (LSI-R:SV) are administered prior to case assignment. A LS/CMI is re-administered after nine months on supervision, and then annually thereafter or upon discharge.

Specialty risk assessment tools are used for sexual related offenses These includes the STABLE/ACUTE and STATIC-99 assessments.

SUPERVISION SERVICES BY RISK LEVEL

Once a risk level is determined and criminogenic needs are identified, a client is assigned to a probation officer in one of three locations:

- Lower risk clients are assigned to the Probation Service Center.
- Medium and high-risk clients are assigned to either a geographic field office or a specialty unit.

- Specialty units, such as the Predatory Offender Unit, the Domestic Abuse Unit and the DWI Unit, all supervise crime-specific cases. This allows agents to gain expertise with certain types of crimes, state statutes, and specialized treatment and program resources.

The Adult Services Division has established a goal of having caseloads at manageable sizes for probation and supervised release officers. Smaller caseloads allow probation officers to spend more time with high-risk clients and provide a higher level of both supervision and service. The Division's goal for caseload sizes includes not more than 50 high risk clients per agent, or 70 to 100 medium risk clients per agent. This does not include clients on Intensive Supervised Release (ISR), where statute caps individual caseloads at 15 clients. Due to some operational challenges, particularly during the pandemic including staff redeployments along with higher client numbers in certain areas, these goals have only been partially achieved throughout the Division.

CLIENT HOUSING

In Ramsey County, the following housing options are made available to clients: re-entry housing, halfway housing, and rental units for clients convicted of Level 3 sex offenses. ATTIC housing is one option for re-entry housing that provides sublet apartments for high- risk clients. ATTIC housing has been expanded by three beds through funding from local levy, and now totals 11 available beds in Ramsey County. The County also maintains subsidy money for short-term halfway house placements. The halfway houses operated by RS Eden are staffed 24 hours a day, seven days a week and provide supervised living plus referrals to other organizations.

Ramsey County has also been actively engaged in partnerships with community-based organizations to maintain and expand client housing. The County is collaborating with organizations such as RS Eden to explore further options for housing.

SPECIAL POPULATIONS AND PROGRAMMING

The Adult Services Division recognizes the need for differentiated strategies in client supervision and services and has taken several steps to identify those underserved. Division staff members, including probation officers, assistant probation officers, and support staff now represent a more diverse workforce. In addition, many units have at least one bilingual employee. The Division is also partnering with many community organizations to provide culture and issue-sensitive programs and services, allowing more clients to become better served to be facilitate personal change.

- Feedback from women, community providers, and stakeholders indicated that female probationers had unique daily challenges including limited economic resources, the pressures associated with being a single parent, limited community services or programs, the dilemma of possibly having too many agencies providing similar services and/or fragmented treatment or community resources. Ramsey County created gender specific caseloads to prioritize collaborating with programs and services that address safety, health and well-being, housing, employment, substance abuse, parenting, and mental health care to help women remain in the community with their children and successfully complete probation.

- Adult Field Services has specialized units to supervise clients convicted of sex offenses and domestic offenses as well as chemically dependent clients. To help facilitate personal change within these populations, the department works with a variety of community providers to offer specific services:
 - Sex offender treatment (outpatient) is subsidized at community vendors such as Project Pathfinders and Turning Leaf to provide Sex Offender Treatment as well as individual contractors providing polygraph and psychosexual assessment.
 - Chemical dependency services depend on the type and severity of the addiction. Agents continue to address Chemical Dependency by drug testing and individual interventions, as well as chemical evaluations which may lead to inpatient or outpatient treatment. RCCCD has a robust pipeline of community treatment resources, and the agents excel at working with other Ramsey County agencies to establish the best match for clients' long-term sobriety. These partners include Comunidades Latinas Unidas En Servicio (CLUES), Hmong American Partnership, HEM Counseling and CAPI (a community-based, Somali-speaking human services organization).
 - Domestic abuse programming is offered by a diverse group of community vendors located throughout the county and metro area. Funding comes through agencies, foundation support and client co-pays. Domestic Programming includes referrals to use over 18 domestic abuse community programs that are tailored for client's risk level, offense type, dosage requirement as well as cultural and gender specific domestic programming. Ramsey County also employs two individual contractors to accentuate our domestic programming options and offer 8-10 Achieving Change through Value Based Behavior (ACTV) program groups, free of charge, per year. Community groups also offer multiple programs with self-pay, insurance, and MA covered options.
 - The Unsheltered Population Partnership staff (6 FTE) are dedicated to addressing inadequate housing and reducing technical violations surrounding homelessness. The UPP staff maintain regular on-site hours at the St. Paul Opportunity Center and various shelters in St. Paul. RCCCD contracts with RS Eden and ATTIC to provide correctional and halfway house short term (30-90 day) options.
- The department recognizes the value of cognition behavioral interventions and is working to further build internal capacity:
 - Agents can refer clients to groups: domestic violence programming (DVEP), gender responsive programming (Moving On) and Decision Points
 - Agents are being trained to provide one on one cognitive behavioral interventions:
 - Core Correctional Practices (CCP)
 - Carey Guides

JUVENILE DETENTION CENTER

The Ramsey County Juvenile Detention Center (JDC) is a 44-bed facility that provides secure detention for youth. The JDC provides a safe, secure and structured setting for males and females ages 10 through 17 who are charged with committing offenses, are arrested on warrants or are in violation of their probation on a previous offense.

Prior to being admitted to JDC, youth are assessed to see if they meet admission criteria. Youth who are picked up by law enforcement for and assessed as being low risk are released to their families or to shelters. Youth are admitted to detention when there is reason to believe they would not appear for their next court hearing, they are a risk to public safety or are awaiting court or out of home placement.

Youth at the JDC receive quality programs and services in a culturally sensitive, safe, secure and structured environment.

PROGRAMMING HIGHLIGHTS

- JDC leadership participate in multiple disciplinary meetings (MDT) with social services to ensure productive intervention for crossover youth.
- All staff are participating in ongoing cognitive behavioral program training specifically core correctional practices (CCP) to provide in the moment intervention for youth in custody.
- The JDC is maintaining and increasing its partnership with community programming to provide connections for the youth in custody to gender and culturally responsive programming including but not limited to the Truce Center, Healing Streets, MN Prison Doula Project, Ramsey County Public Health, and St. Paul Public School.
- All youth remaining in the JDC following their initial court appearance complete the MAYSI assessment to receive appropriate mental health support and intervention.

RAMSEY COUNTY CORRECTIONAL FACILITY

The Ramsey County Correctional Facility (RCCF) is a 556-bed facility, housing both adult male and female residents who are sentenced to serve up to one year. As a result of several reform efforts, the average daily population at the RCCF has now decreased to less than 100 people.

PROGRAMMING HIGHLIGHTS

- Participation in the Community Alternatives Program (CAP) continues to increase. This program is designed for adult probationers who have been court ordered to serve jail time or are eligible to be in a program that allows them to remain in the community. It is an alternative to confinement that allows clients to serve their sentence in the community while being monitored using an ankle bracelet or other electronic monitoring device.
- The RCCF case workers work with a resident's field probation officer as well as LSCMI scores to tailor services and make referral to groups, education and chemical dependency programming. Programming includes:
 - Decisions Points,
 - Parenting Group (through the Doula Project),
 - Adult Basic Education and English as a Second Language
 - Dedicated chemical dependency counselor to provide in-house assessments and one on one counseling. They may also work with probation officers and case managers to assist with early release to treatment programs if applicable.
 - The RCCF also has a robust Transitions Program to prepare residents for reentry into the community. Services include assistance with housing, medical insurance, and college prep.

VII. VICTIM CONCERNS

Juvenile Field Services

Victims of juvenile clients, identified via the court process, often find the process of collecting a monetary debt frustrating given the age and employability of the youth. Ramsey County Juvenile probation has a restitution process that is victim centered and easy to follow. Agents use Family Engaged Case Plans to encourage, support and address barriers to consistent, timely repayment by providing resources and strategies for skill development and employment marketability. In cases involving children 13 and younger who are unable to work, agents can access existing funding to pay a portion of restitution in these cases.

Adult Field Services

Agents are trained to address victim needs throughout the supervision process. Victims are identified in the Pre-Sentence Investigation process so contact information is acquired and conveyed to the supervision agent. Victims are notified early in the case assignment process and are as engaged as they would like to be from start to finish of the probation period. Victims are notified of agent assignment and changes in client supervision. The Domestic Abuse Unit uses the Blueprint for Safety model. If DA partners are interested in reunification or changes to No Contact Orders, agents work with the client to provide information to both client and victim. Victims are notified of progress in cases involving criminal victim restitution and status reports throughout the supervision period.

VIII. CORRECTIONAL FEES

Since April 2020, Ramsey County Community Corrections has eliminated fines and fees for criminal justice services such as supervision, electronic home monitoring, and adult patient healthcare. Supervision fines and fees disproportionately impact clients of color, eliminating them allows clients to redirect their resources to create stability for themselves and their families, i.e., rent, transportation, and food. Decreasing financial burdens can decrease barriers to success and can increase community safety.

IX. CONTRACTED SERVICES AND PROPOSALS FOR NEW SERVICES

Programming Outcomes

In 2023, Ramsey County Community Corrections commenced work to enhance the inclusion and collection of performance and outcome measures related to our community-based contracts to evaluate the performance and impact of these services. This work has included hosting focused conversations with a cross section of providers to learn more about what data outcomes providers currently collect, how they are reporting on this data, and what their capacity is for data collection. These conversations have helped us to better understand providers context, challenges,

and needs so that we can effectively work with them to identify and develop measures and data collection structures to evaluate performance and impact of these services. We hope to streamline our data collection and reporting for community services, particularly in outcomes that are similar across the different providers we work with, so we can effectively collaboratively develop measurements and data collection structures to evaluate performance and impact of the community services provided while understanding providers' context and needs.

Request for Proposals (Intended 2024):

Community Justice Specialist: Ramsey County Community Corrections Adult Services

The intent of this service is to connect adults 18-24 years old who are struggling on probation with individuals with who have lived criminal justice system experience to establish trust and rapport and provide peer-to-peer support, mentorship, and guidance to help the probationer navigate their probation sentence. This service was developed with and by community members as part of a grant funded national initiative (Reducing Revocations Challenge) to identify and implement strategies to improve success for people on probation. The Community Justice Specialist service was developed in response to research that uncovered racial disparities in probation violation and revocation rates, high prevalence of violations and revocations for failure to maintain contact with probation, and perceptions amongst stakeholders that probationers often have difficulties connecting with probation officers due to differences in race, culture, and other characteristics. Ramsey County Community Corrections has allocated \$200,000 per year over the next two years (2024-2025) for this service and intends to identify community-based organizations to provide this service via solicitation.

Drug Testing Services: Ramsey County Community Corrections Adult Services

Ramsey County Community Corrections is seeking drug testing services for criminal justice involved adults and juveniles who have a court-ordered condition to abstain from controlled substances. It is projected that 3,000 clients per year would be eligible to receive this service. Currently, clients are typically subject to drug testing one time per month with clients participating in specialty courts subject to testing up to nine times per month. The department is responsible for referring the client to testing, indicating the frequency for testing, and identifying the substances that should be tested. The department intends to issue a solicitation (request for proposal) to identify vendors that have a drug testing model that – at a minimum – provides: (1) randomized testing; (2) options to screen for a variety of drugs; (3) real-time, electronic reporting of results and client compliance to department staff; and (4) monthly electronic billing and invoicing.

Programs/Services Contracted Out:

RS EDEN: Residential Facilities:

Correctional half-way houses for men and women leaving prison or on probation; NTE \$1,250,000.00, or \$250,000.00 annually.

<u>Avertest LLC: Drug Testing:</u>
Perform different methodologies of drug and alcohol analysis, and collection site(s); Rate setting contract, Population: All of Ramsey County Community Corrections.
<u>– Vantage Point Psychological: Psychosexual Assessments:</u>
Professional sex offender assessment services to adults under the supervision of the Ramsey County Community Corrections Department being sentenced for eligible offenses, Rate setting.
<u>– Jessalyn Frank: Facilitation of Domestic Abuse Curriculum</u>
Provide Domestic Abuse/Domestic Violence curriculum to Deaf, Deaf/Blind, and/or Hard of Hearing clients of the Ramsey County Community Corrections Department, NTE \$10,000
<u>– Samuel Simmons Consulting LLC: Facilitation of African American Mens Group: Facilitate the Cognitive Awareness Violence Abatement Group (CAVA) for African American male clients of the Domestic Abuse Unit of the Adult Division of Ramsey County Community Corrections Department; 15 clients per group; NTE \$175,000.00</u>
<u>Attic Correctional Services Inc.; Residential Housing for Sex Offenders:</u>
Provide temporary, transitional housing and minimum supervision for male sex offenders for up to ninety (90) days; 3 beds available; NTE \$250,000.00
<u>RS Eden: Sentence to Serve:</u>
Provide supervision and coordination of the Ramsey County Sentence to Service (STS) program, which includes, the Ramsey County Community Service Work Crew (CSWC) for adults. Up to 10 members per crew, minimum 9 crews a week. NTE \$2,000,000.00
<u>Turning Leaf Therapy LLC: Psychosexual Assessments:</u>
Professional sex offender assessment services to adults under the supervision of the Ramsey County Community Corrections Department; Rate setting contract.
<u>Mark Sitko: Polygraph Services:</u>
Provide polygraph examinations and summative reports to the Ramsey County Community Corrections Department; NTE \$10,000.00
<u>Vertin Psychotherapy & Consulting PLLC: Facilitate ACTV Curriculum</u>
Facilitate the Achieving Change Through Value-Based Behavior (ACTV) curriculum for 15-18 adult probation clients per group; NTE \$20,000.00
<u>Matana Morin, PH.D., LP: Sex Offender Assessments</u>
Professional sex offender assessment services to adults under the supervision of the Ramsey County Community Corrections Department; Rate Setting contract.

<u>Forensic Polygraph, Inc: Polygraph Services</u>
Provide polygraph examinations to adult outpatient sex offenders; juvenile outpatient sex offenders; juvenile outpatient non-sex offenders; adults involved in a child protection case(s); juvenile outpatient sex offenders on probation, and children who exhibit sexually inappropriate behavior; NTE \$75,000.00
<u>Michael Smith: Polygraph Services:</u>
Provide polygraph examinations and summative reports to the Ramsey County Community Corrections Department; NTE \$25,000.00
<u>Project Pathfinder Inc.: Sex Offender Treatment:</u>
Provide outpatient sex offender treatment services and assessments for adult men and Extended Jurisdiction Juveniles (EJJ) [18-21] under supervision who were convicted of any level of sex-related offense or pre-sentence treatment services for offenders' significant others and families. Rate Setting contract.
<u>Karuna Community MN: Meditation and Yoga:</u>
Provides compassion-based mindfulness tools such as yoga and meditation through a trauma-informed lens for youth at Ramsey County Juvenile Detention Center. NTE \$10,000.00
<u>8218 Truce Center: Youth Mentoring and Mediation:</u>
The mission of the 8218 Truce Center Youth Mentorship is to empower all youth in our community to make positive life choices that will foster development into productive and contributing members of society: Population is youth in Juvenile Detention Center; NTE \$175,000.00
<u>Project Restore MN: Consulting and Case Management:</u>
Provide Ramsey County Juvenile Detention Center with general consulting services focused on the development, empowerment, and uplifting of the youth residing within the facility; NTE \$175,000.00
<u>Nabors Cut LLC: Barber Services</u>
Provide barber services to youth at the Juvenile Detention Center. Rate Setting, NTE \$10,000.00
<u>The Fab Lab Salon: Hair services</u>
Provide hair braiding for all textures of hair to youth requesting services at the Juvenile Detention Center. Rate Setting, NTE \$5,000.00
<u>Abram Aho: Physical Education Services:</u>
Provide physical education and enrichment classes to youth at the Juvenile Detention Center. Hourly Rate, NTE \$10,000.00
<u>Young Dance: Creative movement for Juvenile Detention Center</u>
Provide instruction on modern dance techniques, improvisations, and choreographic skills for youth at the Juvenile Detention Facility. No Cost Contract

<u>The JK Movement: Programs to empower and inspire youth</u>
Provide an alternative to placement at the Juvenile Detention Center through high quality programming for youth between the ages of 10-18 referred by Community Corrections, with group capacity of up to 20 youth at any time. Rate Setting with NTE \$900,000.00 over the life of the contract.
<u>Generation2Generation Inc.: Girls Empowerment Group</u>
Girl's empowerment group to serve post dispositional female youth between the ages of 13-18 who reside in Ramsey County, with a group capacity of up to 12 youth at any given time. Annual NTE: \$131,104.00 based on rate setting.
<u>The Metochoi Group DBA 3rd Millennium Classrooms: Chemical Education</u>
3 rd Millennium will provide a set of online programs for Ramsey County Juvenile Probation youth. NTE \$5,000.00.
<u>Metro Social Services: Juvenile Mental Health Services</u>
Conduct psychological, neuropsychological, psychosexual evaluations, functional family therapy (FFT), diagnostic assessments, certification studies, and consultations for youth in Juvenile Corrections. The services will be provided on an as needed basis as a result of a court order or at the request of the Superintendent, Assistant Director or designee. Rate Setting contract.
<u>Eastside Arts Council: Juvenile Services</u>
Art Infusion class that works with students on art projects & ArtsYes classes for after school and enrichment programs to provide youth skills and development of the creation of art. NTE \$5,000.00
<u>Stephanie Bruss PSY.D., PLLC: Psychological Services</u>
Conduct psychological and psychosexual evaluations, diagnostic assessments, certification studies, and consultations for youth in Juvenile Corrections. Services provided on an as needed basis as a result of a court order or at the request of the Superintendent, Assistant Director or designee. Rate Setting Contract.
<u>Canine Inspired Change: Canine Healing Experience</u>
Provides a healing and nurturing experience to Juvenile Probation and Juvenile Detention Center youth to promote social and emotional wellness in a fun, non-judgmental environment with up to 8 youth per session. NTE \$25,000.00
<u>Youthprise: Youth Services</u>
Administer funds contributed by the County and the Contractor to reduce reliance on out-of-home placements and promote greater racial equity for Ramsey County youth and families involved in the juvenile justice system and align with JDAI and JDAI Deep End goals and principles of eliminating the disproportionate use of secure detention and confinement especially for youth of color. NTE \$2,000,000.00
<u>Treehouse Psychology: Psychological Services</u>
Conduct psychological, neuropsychological, and psychosexual evaluations, certification studies, and diagnostic assessments for youth at the Juvenile Detention Center (JDC). Rate Setting contract.

<u>Minneapolis Forensic Psychological Services: Forensic Psychological Services</u>
Conduct psychological and psychosexual evaluations, diagnostic assessments, certification studies, and consultations for youth in Juvenile Corrections. Rate Setting contract.
<u>Model Cities of St. Paul Inc.: Community Coaching Programs</u>
Provide services to youth ages 10-21 who are on probation in Ramsey County. Youth (male and female) from various cultural and ethnic backgrounds served and many come from households with incomes between 100 - 200% of poverty or below. Goal of program is for youth to build confidence through relationship and skill building to be productive and engaged in their communities. NTE \$1,175,000.00.
<u>Ujamaa Place: Transitional Age Supervision</u>
Coaching and curriculum to introduce coaching competencies, skills, and techniques to a sample group of transitional age clients ages 18 to 25, with a maximum number of 50 clients served. NTE \$200,000.00
<u>Project Pathfinder Inc: Juvenile Sex offender Treatment</u>
Pathfinder Counseling Services (PCS) provides various treatment methods which consider developmentally appropriate factors including education for youth 8+, and various assessments and programs for youth aged 13+. Rate Setting
<u>Independent School district 622: Adult Basic Education</u>
Provide approximately 1200 General Equivalency Diploma (GED) tests per year and testing for inmates with learning disabilities at the Ramsey County Correctional Facility. NTE \$175,000.00
<u>Jessica Stopera: Life Skills Curriculum</u>
Provide facilitation, curriculum, and training on life skills to female clients of the Ramsey County Correctional Facility (RCCF), and employment readiness services to both male and female clients of RCCF. Class size of 10-12 participants for each group. NTE \$175,000.00
<u>St. Paul Domestic Abuse Intervention: Domestic Abuse Intervention</u>
Facilitate twice per month domestic abuse educational/support groups for the female inmates at Ramsey County Correctional Facility ("RCCF"). NTE \$10,000.00
<u>Secrets2truths: Healing Program for Mothers</u>
Strength-based, culturally sensitive, and trauma-informed practices taught to girl residents of the Ramsey County Juvenile Detention Center (JDC), as well as female residents of the Ramsey County Correctional Facility (RCCF). NTE \$10,000.00
<u>Ostara Initiative: Pregnancy and Parenting Support</u>
Provide up to 52 parenting education groups for up to 15 participants annually, up to 420 one-to-one peer counseling sessions annually for male & female residents Ramsey County Correctional Facility (RCCF), and youth in

the Juvenile Detention Center (JDC). Each session consists of up to 12 groups for up to 15 participants. NTE \$175,000.00

Upcoming Contracts for 2024:
<u>Hired Inc.: Youth Employment Counselor</u>
Provide Employment Counselor-Youth Services to work with up to 34 youth on probation in Ramsey County. Rate Setting, annual NTE: \$145,000.00
<u>Face to Face: Youth Justice Case Manager</u>
Work to advance economic and health equity for a total of thirty (30) youth while providing support, access to resources, and opportunities as they build on their strengths and achieve their aspirations. Rate setting, annual NTE: \$145,000.00

X. MAJOR ACCOMPLISHMENTS

The Ramsey County Risk Assessment Instrument (RAI) Committee: This committee provides oversight and recommendations for the RAI screening tool used to objectively determine whether a youth needs to be held in detention until their first court appearance or can be appropriately and safely released to the community. The committee is actively working to align the tool with current transformation efforts and legislative updates such as the implementation of the carjacking statute.

Case Planning: Adult Field Services has trained 35 agents in the use of the approved Statewide Case Planning curriculum. The remaining staff will be trained by the end of 2024. This program guides agents and their clients toward a targeted supervision strategy, promoting behavioral change using interventions and incentives based on the individual, unique risk needs and responsivity factors of the client. The department also invested in bus passes, greeting cards gift cards etc. to use as incentives to reward and celebrate the completion of goals.

Transitional Age Unit: The department is in the third pilot year of successful engagement in the Transitional Age Supervision Model, which provides structured supervision and services to males ages 18 – 24 assessed at being a high risk to engage in behavior resulting in negative outcomes and are sentenced in the adult court system.

Individualized Service Funds (ISF): Provided ISF funds to families with children and young adults on supervision to provide financial stability, develop healthy family engagement skills and empower communities to thrive. Families of young people on supervision were provided gift cards for items such as clothing, food, training and certifications, education classes, and assistance resolving debts to allow for progress towards their goals and increase positive family dynamics.

Public Health Grant Partnership (OERAC): The department successfully set up NARCAN training for staff. We also used grant funds to develop a QR code, shared with system partners including law enforcement and Courts, to direct people in the community to a web page that has information on same-day assessments, information about Court, information about Probation, information on where to find an attorney, etc.

Body Worn Cameras: To increase agent and community safety, the department purchased Body Worn Cameras for Intensive Supervised Release, Supervised Release and Predatory Offender Registration Supervised Release Agents to begin use in the second quarter of 2024.

Juvenile Detention Center Renovation: The department is working with state, county, and community partners to explore alternatives to the current outdated JDC space that would allow us to better employ best practices for youth detention. Whether we remodel the current space, use underutilized space in other parts of the county or build a new facility, this would represent not only a significant investment of resources but result in benefits to clients, families, and staff.

RCCF Resident Compensation: As of January 2024, the RCCF began a program to incentivize residents who are working, going to school or who attend programming while they reside at the facility. This change is in alignment with our values as a county and a department.

The Reducing Revocations Challenge (RRC): The department successfully participated in the RRC grant whose aim was to examine the drivers of probation revocations and develop strategies to improve outcomes for our clients. Throughout the grant, Ramsey County was intentional in recruiting not only cross system partners but community members and former justice-involved individuals who could bring valuable insight and knowledge to the work. The grant ended in 2023 with five workgroups making recommendations for policy and practice changes to improve success for people on probation. In 2024 Ramsey County will work on implementing those recommendations including the contracting of two community navigators who have lived experience to support clients on probation and connect them to community resources.

Failure to Maintain Contact Study: As part of the Reducing Revocations Challenge, we partnered with and supported The Robina Institute of Criminal Law and Criminal Justice in conducting in-depth interviews with people on probation in Ramsey County who have experienced a technical probation violation for failure to maintain contact. The purposes of this study were to (a) better understand the underlying causes and circumstances around failure to maintain violations and (b) identify potential changes that probation officers and the Department could make to prevent future failure to maintain contact violations. In total, twenty interviews were completed. A report summarizing the research findings from this failure to maintain contact study can be accessed:

<https://robinainstitute.umn.edu/publications/understanding-failure-maintain-contact-violations>

Client and Family Surveys: We partnered with community members through our department's RECEAT team to design, administer, and report on the 2023 adult client and family annual surveys. By implementing a community-engaged approach to research, we hope to build stronger relationships with community and overcome common barriers to client engagement, thereby improving data quality and producing data that is generalizable to our client population.

Community and Staff Engagement in Hiring: The department recruited 56 different Ramsey County staff members and seven community members to serve on interview panels in order to promote diversity, representation from all levels of the organization (e.g., leadership, line staff, as well as staff from other departments in Ramsey County), and community engagement and inclusion in our department’s hiring process.

Update of Minimum Qualifications: The department has modified the minimum qualifications for probation officer to allow applicants to substitute experience for education. In reviewing hiring data, it became apparent that we were losing candidates that would make excellent probation officers and contribute positively to the department workplace culture. This change allows us to recruit and hire individuals who reflect the community we serve.

Orientation for Contractors: We developed an orientation process for new vendors and organizations who are awarded contracts with our department to build stronger relationships by providing contacts and connections between parties relevant to a contract. By building and maintaining relationships with our vendors we aim to increase success of programs and performance measure outcomes.

Cognitive Behavioral Training: Transformative Services has built capacity to train agents in two different curriculums that provide tools for agents to complete individualized cognitive behavioral work with their clients. These are Core Correctional Practices (CCP) and The Carey Guides. To date, Ramsey County has 75 agents trained in one or both of these curriculums.

XI. BUDGET

Budget Highlights:

In the 2024/2025 budget cycle, Community Corrections increased funding for initiatives that support our transformation efforts, those include:

- \$30,000 to compensate residents at the Ramsey County Correctional Facility for work performed and programming attended.
- \$500,000/year increase for JusticePoint pre-trial services contract.
- \$216,000/year increase for electronic home monitoring.
- \$90,000 contract to allow RCCF resident phone/video calls at no charge.
- \$481,000 in 2024 and \$473,000 in 2025 for two contracted Community Justice Specialists and for case planning.
- \$593,000 in 2024 and \$600,000 in 2025 increase for community-based service for youth aimed at reducing confinement.
- \$75,000/year funding for initiatives to promote Community Engagement and Race Equity.
- \$89,000 in 2024 and \$72,000 in 2025 additional support for employee development.

Department Summary



BUDGET SUMMARY

Community Corrections

	FY22 Actual	FY23 Budget	FY24 Approved	FY25 Approved
Expenditure / Appropriation - Operating Budget	66,466,953	67,781,846	75,181,469	76,234,359
Expenditure / Appropriation - Projects / Grants	595,134	1,314,424	1,212,305	1,212,281
Revenue / Est. Revenue - Operating Budget	10,908,717	11,262,394	13,876,671	13,876,671
Revenue / Est. Revenue - Projects / Grants	300,305	1,314,424	1,212,305	1,212,281
Use of Fund Balance	-	-	-	-
County Tax Levy	55,853,065	56,519,452	61,304,798	62,357,688
Inc/(Dec) from Previous Year			4,785,346	1,052,890
% Inc/(Dec) from Previous Year			8.5	1.7
Inc/(Dec) from Two Years				5,838,236
% Inc/(Dec) from Two Years				10.3

Analysis of Operating Revenue / Estimated Revenue

	FY22 Actual	FY23 Actual	FY24 Approved	FY25 Approved
CCA Subsidy Revenue	9,799,750	11,422,032	12,879,428	12,879,428
Other Revenue	1,113,585	1,194,151	997,243	997,243
County Tax Levy	55,421,634	56,092,853	61,304,798	62,357,688
<u>Allocation of CCA Subsidy by Division:</u>				
Administrative Services	680,834	793,542	894,794	894,794
Adult Probation	4,860,896	5,665,585	8,933,817	8,933,817
Correctional Facility	1,936,702	2,257,309	-	-
Juvenile Probation	1,613,002	1,880,023	3,050,817	3,050,817
Juvenile Detention Center	708,316	825,573	-	-
Total CCA Subsidy	9,799,750	11,422,032	12,879,428	12,879,428

Department Summary



REVENUE / ESTIMATED REVENUE SUMMARY BY DIVISION

Community Corrections

<u>Division</u>	<u>FY22 Actual</u>	<u>FY23 Budget</u>	<u>FY24 Approved</u>	<u>FY25 Approved</u>
Operating Budget				
Community Corrections Administration	689,467	681,035	894,994	894,994
Adult Probation	4,943,175	4,974,896	6,473,884	6,473,884
Correctional Facility	2,952,969	3,284,945	3,456,576	3,456,576
Juvenile Probation	1,814,852	1,813,202	2,120,105	2,120,105
Juvenile Detention Center	708,454	708,516	931,112	931,112
Total Operating Budget	10,908,717	11,262,394	13,876,671	13,876,671
Incl(Dec) from Previous Year			2,814,277	-
% Inc/(Dec) from Previous Year			23.2%	-
Projects / Grants				
<u>Projects / Grants</u>	<u>FY22 Actual</u>	<u>FY23 Budget</u>	<u>FY24 Approved</u>	<u>FY25 Approved</u>
Projects / Grants				
Intensive Supervision (G202002)	225,388	981,909	981,912	981,912
Electronic Alcohol Monitoring (G202011)	32,031	78,000	80,000	80,000
Enhanced Halfway House Reentry Services (G202016)	4,201	136,000	-	-
CC SDPS Ignition Interlock (G208100)	8,725	-	49,916	49,904
CC MDE Emer Operating (G209007)	5,351	-	-	-
Treatment Courts (G219004)	24,809	118,515	75,016	75,004
Justice Assistance Grant (G404007)	-	-	25,461	25,461
Total Projects / Grants	300,305	1,314,424	1,212,305	1,212,281
Total Revenue / Estimated Revenue	11,209,022	12,576,818	15,088,976	15,088,952
Incl(Dec) from Previous Year			2,512,158	(24)
% Inc/(Dec) from Previous Year			20.0%	-
Incl(Dec) from Two Years				2,512,134
% Inc/(Dec) from Two Years				20.0%

Department Summary



EXPENDITURE/APPROPRIATION SUMMARY BY DIVISION

Community Corrections

Division	FY22 Actual	FY23 Budget	FY24 Approved	FY25 Approved
Operating Budget				
Community Corrections Administration	9,231,889	9,202,499	10,793,669	11,099,946
Adult Probation	26,569,257	26,065,889	28,966,328	29,275,815
Correctional Facility	14,930,832	16,855,785	17,036,165	17,302,748
Juvenile Probation	8,801,848	8,712,639	10,232,344	10,336,392
Juvenile Detention Center	6,933,147	6,945,034	8,152,963	8,219,458
Total Operating Budget	66,466,953	67,781,846	75,181,469	76,234,359

Incl(Dec) from Previous Year 7,399,623 1,052,890
 % Inc/(Dec) from Previous Year 10.9% 1.4%

Projects / Grants	FY22 Actual	FY23 Budget	FY24 Approved	FY25 Approved
Projects / Grants				
Intensive Supervision (G202002)	490,949	981,909	981,912	981,912
Electronic Alcohol Monitoring (G202011)	54,366	78,000	80,000	80,000
Enhanced Halfway House Reentry Services (G202016)	13,578	136,000	-	-
CC SDPS Ignition Interlock (G208100)	11,632	-	49,916	49,904
Treatment Courts (G219004)	24,809	118,515	75,016	75,004
Justice Assistance Grant (G404007)	-	-	25,461	25,461
Total Projects / Grants	595,134	1,314,424	1,212,305	1,212,281

Total Expenditure / Appropriation 67,062,087 69,096,270 76,393,774 77,446,640

Incl(Dec) from Previous Year 7,297,504 1,052,866
 % Inc/(Dec) from Previous Year 10.6% 1.4%

Incl(Dec) from Two Years 8,350,370
 % Inc/(Dec) from Two Years 12.1%

2024 Salary Roster

Job Title Description	FTE	Average Annual Salary
Account Specialist 2	2.00	63,600
Accountant 3	2.00	91,128
Accountant 4	1.00	115,920
Admin Assistant 3	3.00	86,544
Admin Secretary 2	2.00	51,426
Administrative Planning Asst	1.00	60,948
Assistant Probation Officer 2	55.50	51,364
Asst Div Dir- Comm Corr-Uncl	3.00	128,068
Chemical Dependency Counselor	1.00	69,612
Chief Correctional Officer	3.00	103,932
Clerk 4	1.00	75,132
Clerk Typist 3	17.50	49,387
Comm Corr Acctg and Admin Mgr	1.00	100,764
Comm Corr Ast Cor Fac Sup-Uncl	2.00	119,880
Comm Corr Superint-JDC - Uncl	1.00	122,244
Comm Corr Supv	31.00	110,751
Contract Manager	2.00	89,712
Corr Officer	1.00	86,748
Corr Officer 2	82.61	76,093
Corr Officer 3	9.00	93,561
Corr/Det Fac Superint- Uncl	1.00	146,508
Dep Dir of Admin-Com Cor-Uncl	1.00	146,508
Dep Dir of Adt Probation	1.00	146,508
Dep Dir of ComRel&ExAff-CC-Unc	1.00	124,632
Dep Dir of Juv Div-Com Cor-Unc	1.00	146,508
Dir of Comnty Corrcrtns - Uncl	1.00	180,624
Management & Analysis Supv	1.00	98,520
Management Analyst 4	5.00	97,656
Mental Health Professional	6.00	88,342
Mental Health Supervisor	2.00	112,260
Mgmt Analysis Supv	1.00	108,684
Office Manager 2	3.00	67,948
Planning & Evaluation Analyst	4.00	94,116
Planning Manager	1.00	120,396
Planning Specialist 2	15.00	95,458
Probation Officer 3	201.15	91,678
Program Specialist	2.00	96,888
Research & Evaluation Supv	1.00	112,956
School Instructor 2	2.00	87,564
Secretary 2	4.00	70,545
Support Services Coordinator	1.00	90,648
Total	476.76	