

Wabasha County Comprehensive Plan

February 26, 2024

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Contents

- Introduction 1
- Administration and Organization of Correctional Services..... 1
- District Organization Chart 2
- Advisory Board 4
- DOC Training Requirements: 4
- Overview of Supervision Population..... 5
- Strategic Planning at the State Level 5
 - Use of Evidenced Based Practices with fidelity: (Normative Feedback)..... 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 10
- Correctional Fees 10
- Contracted Services and Proposals for New Services..... 11
- DOC Budget..... 12
- DOC Salary Roster 12
- Wabasha County Probation Budget..... 13
- Wabasha County Probation Salary Roster 13
- Highlights 13
- Appendix A DOC Training Requirements 15
- Appendix B Pre Trial-Standards 16
- Appendix C Overview of Supervision Population 19

Introduction

Race and Hispanic Origin	Wabasha
White alone, percent	96.80%
Black or African American alone, percent(a)	0.80%
American Indian and Alaska Native alone, percent(a)	0.40%
Asian alone, percent(a)	0.70%
Native Hawaiian and Other Pacific Islander alone, percent(a)	0.10%
Two or More Races, percent	1.30%
Hispanic or Latino, percent(b)	3.40%
White alone, not Hispanic or Latino, percent	94.00%

Geography	
Population per square mile, 2020	40.9
Land area in square miles, 2020	522.92
FIPS Code	27157

Administration and Organization of Correctional Services

DOC Vision

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

DOC Mission

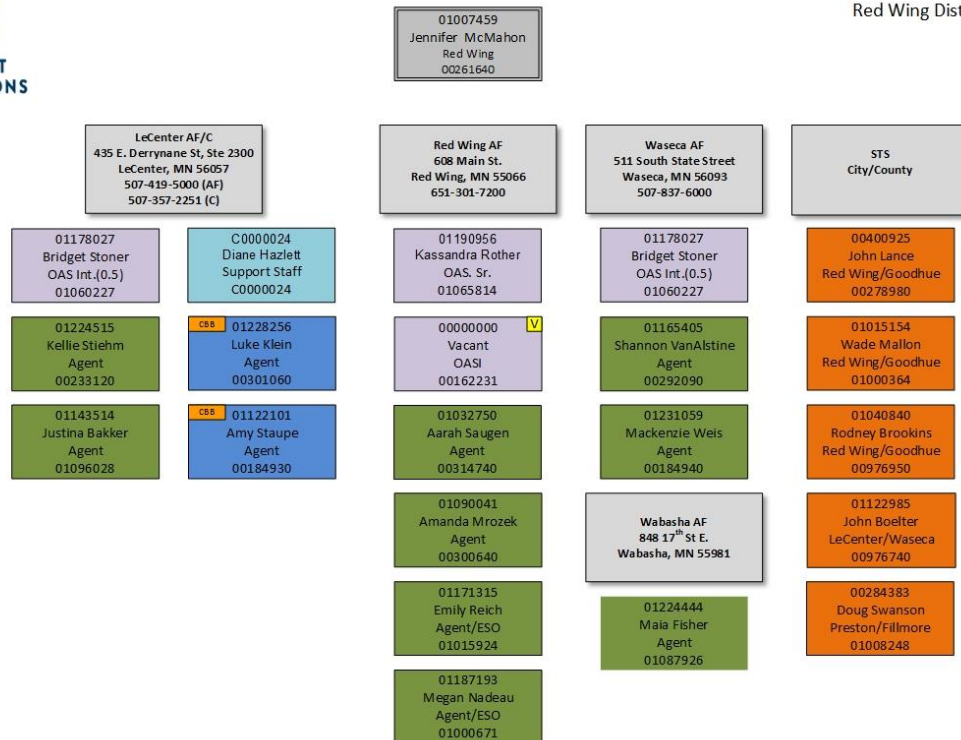
Transforming lives for a safer Minnesota

Wabasha County Probation has never adopted a formal vision or mission for our department. We will be working on this in the upcoming months for formal adoption.

District Organization Chart



Red Wing 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 Minnesota Department of Corrections has one agent, Maia Fisher, working full time in Wabasha County and supervising all Wabasha County felony clients, except for those that score low risk on our validated risk assessment. This includes supervising felony level clients participating in the Wabasha County Drug Court Program. Katherine Meinke out of our Winona office supervises all low-risk clients. Administrative support staff to these agents is provided by DOC. A team of Intensive Supervised Release (ISR) agents provide supervision of the highest risk individuals being released from prison and residing in Wabasha County.

Wabasha County Staff Organizational Chart



Probation supervision in Wabasha County is provided by both Wabasha County Probation and MN Department of Corrections. Per MN Statute 609.02, "Probation" means a court-ordered sanction imposed upon an offender for a period of supervision no greater than that set by statute. It is imposed as an alternative to confinement or in conjunction with confinement or intermediate sanctions. The purpose of probation is to deter further criminal behavior, punish the offender, help provide reparation to crime victims and their communities, and provide offenders with opportunities for rehabilitation. Besides providing supervision, our office also prepares a variety of reports and conducts investigations for the Court.

Pursuant to Minnesota Statute 244.19, and per the order of the Court, Wabasha County Probation provides supervision to the following:

- Juvenile Offenders
- Adult Misdemeanor Offenders (punishable by up to 90 days jail and \$1000 fine)
- Adult Gross Misdemeanor Offenders (punishable by up to 365 days jail and \$3000 fine)
- Pretrial release cases

Court Services:

- Wabasha County Court Services/Probation has a director, four fulltime agents and one administrative assistant. The Director is responsible for overseeing the department, statewide collaboration, and case management. Agent caseloads are organized by age and risk status. There is one juvenile specific caseload, one agent covers all low risk, administrative and pretrial cases and two agents cover adult offenders classified as medium and high risk.

Advisory Board

The Wabasha County Criminal Justice Committee (CJC) is the Advisory Board for Wabasha County Probation and DOC. The committee meets quarterly and reviews policy and procedures impacting the criminal justice system in Wabasha County. The CJC reviewed and approved the Comprehensive Plan on 4/10/2024. The Comprehensive Plan was also approved by the Wabasha County Board on 6/11/2024.

The Wabasha County Criminal Justice Committee includes:

- Traci Green, Wabasha County Probation Director
- Jennifer McMahon, MN DOC District Supervisor
- Christopher Neisen, Court Judge
- Matthew Stinson, County Attorney
- Rodney Bartsch, Sherriff
- Jim Warren, Chief Deputy
- Abby Gilmore, Court Administrator
- Lacey Bartsch/Erin Vieths, District Court Administration
- Michael Kuehn, Chief Public Defender
- Rebecca Church, District Public Defender
- Curt Struwe, Captain, County Sheriff’s Dept.
- Brenda Balow, Jail Administrator
- Brian Sylvester, Wabasha County Dispatch
- Cory Kubista, Lake City Chief of Police
- Joe Stark, Wabasha Chief of Police
- Michael Timm, Plainview Chief of Police
- Stacy Wilhelm, Jail Sergeant
- Graham Henry, Public Defender
- Nora Huztable, Assistant Public Defender
- Luke Lamprecht, Elgin Prosecuting Attorney
- Mark Jarstad, Private Attorney
- Matthew Robertson, Wabash County Assistant Attorney
- Isaac Winter, Wabash County Assistant Attorney

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.

Court Services:

Wabasha County agents must complete the Statewide Training Academy within their first year of employment if not previously completed. Agents are required to complete 40 hours of training each year thereafter.

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: (Normative Feedback)

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.

- Currently the Department of Corrections agents in Wabasha County are practicing Normative Feedback with their clients after completing the LSCMI. The Red Wing district, which consists of Goodhue, Wabasha, Le Sueur & Waseca Counties, has been working together on completing Normative Feedback tapes with clients and then bringing them to their peers for feedback. Moving forward agents will submit a tape for review prior to March of 2024 for feedback. We will then begin providing Normative Feedback to each client we complete an LSCMI on to ensure they are able to understand where their deficits and strengths lie.

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

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

DOC: Wabasha County agents along with other agents in the Red Wing District will continue to fine tune their Normative Feedback skills. Agents will then begin moving forward with the focus and intent of each visit with their clients as well as identifying each client's drivers to criminality. We will then work on our case planning skills to provide resources to those we serve to decrease the likelihood of re-offense.

Our full-time agent will become a facilitator in Decision Points cognitive behavior programming. This is an open-ended group that assists clients to find alternative ways to look at their thinking and actions that can lead them into trouble. It is an evidence-based correctional program constructed to address risk, needs and responsivity. Currently we plan to co-facilitate groups with agents from Wabasha County Court Services.

Court Services: Wabasha County Court Services will continue to work with the MN DOC to collaborate and meet offender needs. We continually evaluate correctional services and resources available to be effective in community supervision and successful outcomes. We work collaboratively with community partners to provide resources that meet offender and community need. Outcome measures will be reviewed throughout the year with criminal justice partners to implement change and improvement.

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.

- Your agency's program for detaining, supervising, and treating individuals under pre-trial supervision, and any diversion program(s);
 - Wabasha County Probation provides pretrial supervision to all juvenile and adult cases (including felonies) that have release conditions on pending cases. Wabasha County Probation completes pretrial bail evaluations (MNPAT-R) in compliance with MN Statute 629.74 and the MN Judicial Council Policy 524. The Minnesota Judicial Council's Pretrial Release Initiative, one of the Strategic Initiatives of the Branch, is aimed at studying evidence-based tools for use by judges making pretrial release decisions. The MNPAT-R assessment tool is meant to ensure that judges have the most predictive and least biased information, providing accurate, objective, and useful information for pretrial release decisions. The MNPAT-R assessment provides information that helps predict the likelihood of failure to appear (FTA) for future court appearances in the present case and likelihood of new crimes (e.g. arrest, charge) committed during the pretrial window (release to disposition).
 - Wabasha County Probation also provides all pretrial supervision of offenders on conditional release pending trial or sentencing. Pretrial supervision includes electronic monitoring restriction (alcohol monitoring, house arrest or GPS), random alcohol/drug testing, weapons restrictions, victim contact restriction and other release conditions imposed by the Court. The Pretrial Officer strives to monitor pretrial files to enhance public safety while increasing the likelihood the client will return for court and remain law abiding. By providing Pretrial Services, the Court can maximize release while simultaneously maximizing court appearance and public safety.
- How adult pre-sentence investigations, post-conviction investigations, and reports for the district court are made, as well as how juvenile social history reports are made;
 - DOC provides pre-sentence investigation reports as well as pre-plea worksheets as ordered by the court. The tools aid the court in making sentencing decisions.
 - Wabasha County Probation completes bail studies, pre-sentence investigation reports and pre-dispositional reports for the Court, when ordered. Agents use motivational interviewing techniques when working with clients to obtain detailed case specific details. The reports provide the Court and Agent with background information, plus identifying offender risk and needs levels for sentencing and supervision.
- The manner in which conditional release services to the courts and persons under the jurisdiction of the commissioner are provided.

- DOC provides felony level conditional release as ordered by the Commissioner of Corrections.

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.
- **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 with some agents having specialized caseloads. 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.
- **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.
- **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.
 - Housing within Wabasha County, as with most rural counties can become a barrier to those we work with. DOC agents can access emergency housing funds to pay for temporary motel stays for unsheltered clients in some situations.

- **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 uses supervision workload points tracked in CSTS to manage caseload sizes. When caseloads get high, tasks can be reassigned to other agents within the district.
- **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 does not currently participate in dosage probation in Wabasha County. Clients may be recommended for early discharge after completing two of every five years of probation pronounced if all conditions of supervision have been satisfied, the client scores low risk on the validated assessment tool and there have been no violations in the past year. Those being supervised on supervise release currently complete their entire term of Supervised Release.
- **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.
 - Agents are utilizing Carey Guides and Thinking Reports to target client's high-risk behaviors that drive criminality. Carey Guides being utilized most target problem solving, emotional regulation, substance abuse and antisocial thinking.
- **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.
 - 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.
- **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.
 - Wabasha County does have one outpatient treatment provider locally. Treatment is provided during daytime hours through Empower however, this is not always feasible for clients that have employment during the day. Clients that are unable to utilize Empower are often referred to outpatient treatment through Midwest Recovery or Common Ground in Red Wing or outpatient programs provided in Rochester, Minnesota. Inpatient services are provided by numerous treatment programs throughout the State of Minnesota and clients are referred to such programs based on their treatment needs.
 - Most clients in Wabasha County in need of Sex Offender programming are referred to Project Pathfinder Inc. Project Pathfinder holds weekly group treatment programming in Wabasha County which benefits those we serve. Clients can also be referred to programming through Alpha Emergence in St. Paul or CORE Professional Services in

Rochester. Clients that may have cognitive deficits are also referred to All New Directions in Rochester.

- Wabasha County Court Services: All staff are invested in using EBP skills to motivate behavior change. Agents treat clients with respect and dignity while they build working relationships and promote behavior change. All Agents/Director have completed intensive Motivational Interviewing training (level 1 and 2) and ongoing boosters. We utilize a comprehensive intake, validated risk/need assessment tools and programming to meet offender needs. We promote PSIs to have assessments completed prior to sentencing to identify client risk/need. We supervise offenders based on risk status, not offense. Low risk offenders are placed on administrative supervision (low risk equals low contact). Agents use Carey Guides, an evidence-based approach/tool for working with offenders in addition to use of case plans and/or goal setting with clients to motivate behavior change.
- When appropriate, Agents work with offenders to get in compliance with supervision standards prior to submitting violation reports. Sanctions Conferences are used as an alternative to court violation hearings, when appropriate. Referrals are made to licensed providers for comprehensive evaluations (CD, mental health, sex offender) to recommend programming to meet offender needs.
- In the past we offered Cognitive Thinking Skills programs for offenders; however, our numbers were/are low and/or inconsistent to continue to offer this. We have started discussions with other counties and the MN DOC about co-facilitating for support and adequate numbers.
- We continually seek the latest information regarding evidence-based practices, strive to keep the staff up to date and implement relevant programming.

Victim Concerns

Wabasha County Attorney's Office employs a full-time victim/witness coordinator. This service is very beneficial to agents when dealing with cases that have victims. Agents work closely with the victim/witness coordinator to ensure that the victims needs are met and heard during the pre-sentence investigation process as well as during the duration of probation. The role of the victim/witness coordinator is to help people understand their rights and the court process in both adult and juvenile cases, help prepare witnesses for trial, obtain financial reimbursement for victims through restitution, provide information and assistance with orders for protection and harassment restraining orders and provide referrals to other programs in the county. Victims are also able to utilize the VINE program to be informed when the client is being released from county jail or the Minnesota Haven program which informs victims when an individual is transferred from one prison to another or being released from prison.

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	15,800.00	7,261.16
Total	15,800.00	7,261.16

Wabasha County Probation Fees

Pursuant to Minnesota Statute 244.18, Wabasha County Probation assesses supervision fees to defray costs associated with correctional services. Fees are assessed on adult cases/offenders, where the Court ordered probation supervision. Supervision fees are assessed according to the level of offense the offender was convicted of. Fees collected are used to cover department costs.

ADULT SUPERVISED PROBATION FEES:

Assessed to cases that Wabasha County Probation supervises. This includes cases that are sentenced to probation in Wabasha County and cases that were sentenced in another county; however, case was transferred and accepted for supervision in Wabasha County, as that is the defendant’s county of residence.

- MISDEMEANOR (conviction) \$150
- GROSS MISDEMEANOR (conviction) \$250

ADDITIONAL FEES IMPLEMENTED:

RANDOM DRUG TESTING FEE \$25

- When the Court orders an adult offender to be subject to random drug testing, a \$25 fee will be applied. This is only assessed to one open case.
- If out of county offenders want a UA completed in Wabasha County, they are assessed a \$25 fee, prior to UA collection.
- TRANSFER OUT FEE (Replaces supervision fee) \$50
- When supervision is transferred from Wabasha County and accepted by another county (defendant’s county of residence), a Transfer Out Fee replaces supervision fee. This is waived when transferred to the DOC.

WAIVER OF FEE:

If agent meets with the defendant and determines that the defendant is financially unable to pay the fee(s) and/or the payment of fees would cause a hardship, the agent shall complete the Probation Fee Waiver Form and submit it to the Director for review and approval.

Wabasha County Probation fees collected:
 2020 \$15,656 | 2021 \$15,529 | 2022 \$21,385 | 2023 \$15,506

Contracted Services and Proposals 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.

- Court Services: Wabasha County Court Services uses two vendors to provide services for drug testing and electronic monitoring of offenders.
- Premier Biotech – provides testing supplies, laboratory confirmations and technical support.
- Community Compliance - provides Electronic Monitoring (Alcohol monitor, house arrest, GPS).

DOC Budget

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

DOC 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

Wabasha County Probation Budget

Budget Description	2024 Adopted	2025 Estimate	Comments
Expenditures			
Department Salaries/Benefits: <i>Director</i> <i>Administrative Assistant</i> <i>Agents (4)</i>	\$723,042	\$740,540	Director, 4 agents & Administrative Assistant (State budget submitted reflects partial salaries/benefits and no other expenditures) NOTE: 2025 budget scale reflects 3% increase and eligible step increase. Salary/fringe based on 2024 rates. State Subsidy is ALL applied to Agent Salary/benefits and does NOT cover all Agent expenses.
Department Expenses (minus staff)	\$26,000	\$26,000	Phone, office & program supplies, drug testing, training, travel, mileage, technology, memberships, professional services, equipment, etc.
TOTAL ANNUAL EXPENSES	\$749,042	\$766,540	
Revenue			
State DOC Reimbursement	\$300,945	\$300,945	Effective 7/1/2023. Payments received monthly ALL funds applied to Agent Salary and benefits
Fees for Service	\$17,000	\$17,000	Supervision fees budgeted for
Grant Funds	\$1,374	\$1,374	Children's Mental Health Grant
TOTAL REVENUE	\$319,319	\$319,319	
COUNTY FUNDS	\$ 429,723	\$447,221	This is what Wabasha County is responsible after revenue

Wabasha County Probation Salary Roster

Position	Grade	Range
Administrative Assistant	6	\$21.25 - \$28.75
Agent	13	\$33.02 - \$44.67
Director	18	\$45.24 - \$61.20

Highlights

Moving forward, the Department of Corrections along with Wabasha County Court Services plan to have agents trained in facilitating cognitive behavioral programming. The Department of Corrections will also be hiring an Evidence Based Practice (EBP) Specialist to work with the Red Wing District to improve EBP skills with the agents in our district.

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

DOC	2020	2020	2021	2021	2022		2022	Grand
					Unknown	Hispanic		
Adult								
Female	7	7	22	22		24	24	53
Felony	7	7	18	18		24	24	49
Black	1	1	1	1		5	5	7
White	6	6	17	17		19	19	42
Gross Misdemeanor			1	1				1
White			1	1				1
Misdemeanor			3	3				3
White			3	3				3
Male	49	49	67	67	2	56	58	174
Felony	48	48	65	65	2	54	56	169
Am Ind/Alaskan Nat			2	2		1	1	3
Asian/Pacific Islander	2	2	2	2				4
Black	4	4	6	6		11	11	21
Unknown	1	1			1	2	3	4
White	41	41	55	55	1	40	41	137
Gross Misdemeanor	1	1	2	2		2	2	5
White	1	1	2	2		2	2	5
Grand Total	56	56	89	89	2	80	82	227

○ 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	Wabasha	Adult	Felony	130	42	62	110	85	25	102	6	0	0	2	4	106
2020	CPO	Wabasha	Adult	Gross Misd	115	47	63	98	70	28	86	7	2	1	2	7	91
2020	CPO	Wabasha	Adult	Misd	97	73	86	85	61	24	78	3	0	0	4	5	80
2020	CPO	Wabasha	Juvenile	Juvenile	24	24	27	21	17	4	18	1	0	0	2	1	20
Total					366	186	238	314	233	81	284	17	2	1	10	17	297

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	Wabasha	Adult	Felony	106	60	49	117	84	33	108	6	1	0	2	3	114
2021	CPO	Wabasha	Adult	Gross Misd	100	74	72	103	76	27	88	8	1	2	4	7	96
2021	CPO	Wabasha	Adult	Misd	86	119	75	129	94	35	115	6	1	3	4	7	122
2021	CPO	Wabasha	Juvenile	Juvenile	21	28	34	15	13	2	11	1	0	0	3	1	14
Total					313	281	230	364	267	97	322	21	3	5	13	18	346

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	Wabasha	Adult	Felony	118	66	54	130	95	35	119	5	1	0	5	4	126
2022	CPO	Wabasha	Adult	Gross Misd	106	80	67	120	91	29	107	6	1	0	6	5	115
2022	CPO	Wabasha	Adult	Misd	129	97	108	117	88	29	102	5	2	2	6	10	107
2022	CPO	Wabasha	Juvenile	Juvenile	15	20	20	15	10	5	9	1	0	0	5	0	15
Total					368	263	249	382	284	98	337	17	4	2	22	19	363

○ Supervised Release (SR), Parole, and Intensive Supervised Release (ISR) Population

	2020 Non Hispanic	2020 Total	2021 Non Hispanic	2021 Total	2022 Non Hispanic	2022 Total	Grand Total
Intensive Supervised Release	2	2					2
Male	2	2					2
White	2	2					2
Standard Supervised Release	11	11	11	11	14	14	36
Female	1	1					1
White	1	1					1
Male	10	10	11	11	14	14	35
American Indian-Non Hispanic			1	1			1
Asian-Non Hispanic					1	1	1
Black-Non Hispanic			1	1	1	1	2
White	10	10					10
White-Non-Hispanic			9	9	12	12	21
Grand Total	13	13	11	11	14	14	38

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	8	100.00%	81	100.00%	34	100.00%	18	100.00%	141	100.00%
Aarah H. Saugen		0.00%	2	2.47%	1	2.94%		0.00%	3	2.13%
Emily Reich		0.00%	2	2.47%		0.00%	3	16.67%	5	3.55%
Katherine Meinke		0.00%	58	71.60%	1	2.94%		0.00%	59	41.84%
Maia Fisher	8	100.00%	17	20.99%	32	94.12%	15	83.33%	72	51.06%
Megan Nadeau		0.00%	2	2.47%		0.00%		0.00%	2	1.42%
Grand Total	8	100.00%	81	100.00%	34	100.00%	18	100.00%	141	100.00%

DOC Assignment Type	Adult								Total #	Total %
	High		Low		Medium		Unknown			
	#	%	#	%	#	%	#	%		
Felony	8	100.00%	81	100.00%	34	100.00%	18	100.00%	141	100.00%
Enhanced Supervision	3	37.50%		0.00%		0.00%		0.00%	3	2.13%
ESO Phase 1	2	25.00%	2	2.47%	1	2.94%	7	38.89%	12	8.51%
ESO Phase 2	1	12.50%	3	3.70%	1	2.94%	1	5.56%	6	4.26%
ESO Phase 3		0.00%	2	2.47%	1	2.94%	3	16.67%	6	4.26%
ESO Phase 4		0.00%	2	2.47%		0.00%		0.00%	2	1.42%
Group Supervision		0.00%	56	69.14%		0.00%		0.00%	56	39.72%
Intake/Pretrial/Investigation Caseload-includes incoming transfers		0.00%	1	1.23%		0.00%		0.00%	1	0.71%
Specialty Court-Probation	2	25.00%	2	2.47%	2	5.88%	1	5.56%	7	4.96%
Traditional Supervision		0.00%	13	16.05%	29	85.29%	6	33.33%	48	34.04%
Grand Total	8	100.00%	81	100.00%	34	100.00%	18	100.00%	141	100.00%

Wabasha County Court Services

Caseload sizes vary throughout the year. The following is the 2022 average caseloads:

Caseload Description	Average per Agent
Caseload of Adult Medium and High Risk Offenders	59-65
Caseloads of Adult Pretrial, Administrative and Low Risk	200-246
Juvenile Caseload	14

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		27	75.00%	3	8.33%	30	83.33%
Discharge		2	5.56%		0.00%	2	5.56%
Discharge-Early		11	30.56%		0.00%	11	30.56%
Discharge-Expiration		9	25.00%		0.00%	9	25.00%
Dismiss		5	13.89%		0.00%	5	13.89%
Executed-COC serving MCF (Felony Supervision)			0.00%	3	8.33%	3	8.33%
Gross Misdemeanor			0.00%	3	8.33%	3	8.33%
Executed-Court-LOC (GM/M Supervision cases)			0.00%	3	8.33%	3	8.33%
Misdemeanor		3	8.33%		0.00%	3	8.33%
Discharge-Early		1	2.78%		0.00%	1	2.78%
Discharge-Expiration		1	2.78%		0.00%	1	2.78%
Dismiss		1	2.78%		0.00%	1	2.78%
Grand Total		30	83.33%	6	16.67%	36	100.00%

Wabasha County Court Services:

Adult Closed cases in 2022 (Misdemeanor and Gross Misdemeanor)

UNSUCCESSFUL Discharged Cases	25 (14.71%)	The 25 cases unsuccessful represents 21 adult clients.
SUCCESSFUL Discharge Cases	145 (85.29%)	The 145 cases represents 139 clients.
Total closed Adult cases in 2022	170	

Juvenile Closed cases in 2022

UNSUCCESSFUL Discharged Cases	11 (35.48%)	NOTE: The 11 cases is 6 juveniles with multiple cases, all discharged unsuccessful.
SUCCESSFUL Discharge Cases	20 (64.52 %)	NOTE: The 20 cases represents 18 juveniles. Upon successful discharge, the cases were closed with adjudication and/or the charges were dismissed.
Total closed Juvenile cases in 2022	31	