

# Waseca CPO 2024 Comprehensive Plan



Waseca County Court Services  
307 North State Street  
Waseca, MN 56093  
(507) 835-0550

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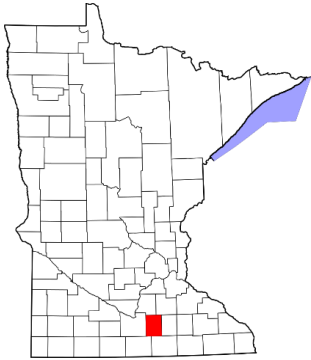
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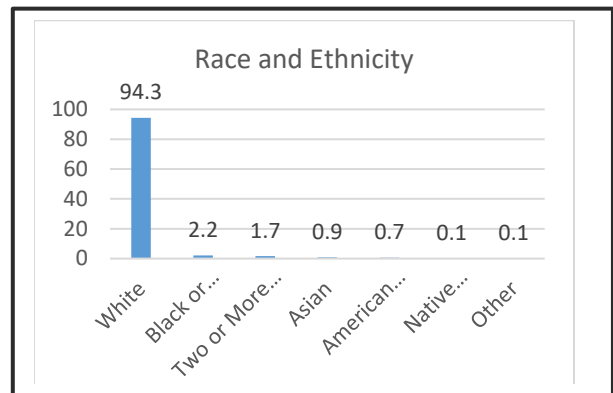
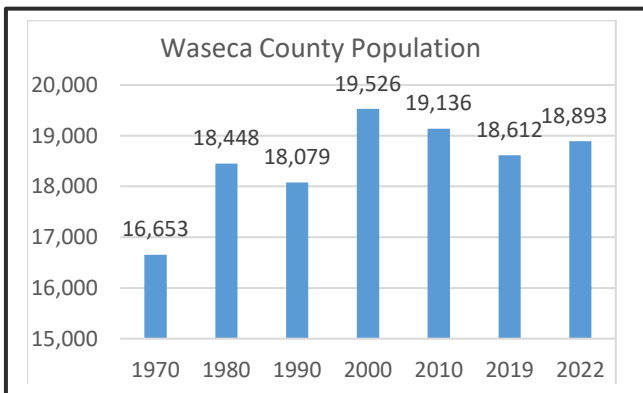
# Waseca County Introduction

## Population Size, Geographical Location, and Race and Ethnicity



Waseca is a county located in the U. S. state of Minnesota. As of the 2022 US Census Bureau’s estimate, the population was 18,893. The county seat is Waseca. Waseca is one of seven southern Minnesota counties that have no forest ecosystems; only prairie and savanna soils exist in these counties. The name Waseca is a Dakota word meaning “fertile,” referring to the soil.

Waseca County has a total area of 433 square miles of which 423 square miles are land and 9.6 square miles are water. The local median household income is \$66,502. A total of 92.8% of the population have a high school degree and 22.5% have a bachelor’s degree or higher. Waseca County has 982 living veterans and the average travel time to work is 22.1 minutes.



\* Data obtained from United States Census Bureau

## Waseca County Mission Statement

To effectively provide services for the health, safety, and general welfare of the public.

## Administration and Organization of Correctional Services

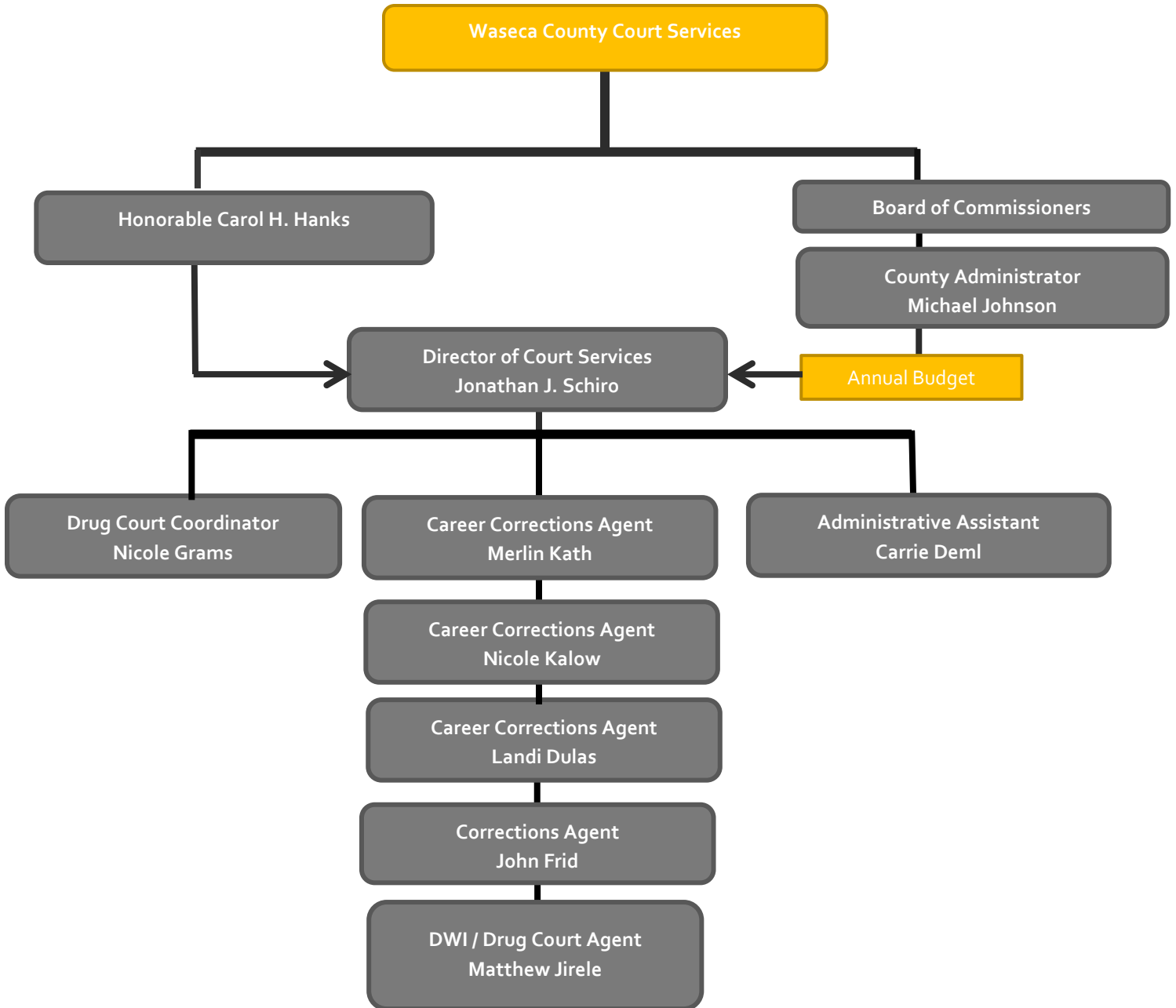
### Waseca County Court Services Vision and Mission Statement

Promote public safety by holding offenders accountable, aiding them to achieve positive behavioral changes, and providing for victim and community reparations through the utilization of quality probation services.

### Core Services

Waseca County Court Services is organized under the provisions of Minnesota Statute §244.19 (CPO Jurisdiction) and provides core services to all juvenile probation files as ordered by the court, all pretrial release files as ordered by the court, and adults convicted of misdemeanor or gross misdemeanor offenses. Services include, but are not limited to the following: bail evaluations, mental health screens, risk/need assessments, program referrals, pre-trial supervision, probation supervision to juveniles, adult misdemeanor, and adult gross misdemeanor offenses, provide Court with pre-dispositional reports, pre-sentence investigation reports, probation violation reports, etc.

### Organizational Chart



## Court Services Reporting Structure

Waseca County Court Services values collaboration and oversight from the following:

- Waseca County Board of Commissioners
- Waseca County Administrator
- Waseca County District Court Judge
- Minnesota Department of Corrections

### WASECA COUNTY COMMISSIONERS

|   | <u>NAME</u>          | <u>DISTRICT</u> | <u>EMAIL</u>                         | <u>PHONE</u>   |
|---|----------------------|-----------------|--------------------------------------|----------------|
|    | Doug Christopherson  | 1               | doug.christopherson@wasecacounty.gov | (507) 456-3927 |
|    | Brian Harguth        | 2               | brian.harguth@wasecacounty.gov       | (507) 521-2388 |
|   | Brad Milbrath        | 3               | brad.milbrath@wasecacounty.gov       | (507) 521-8101 |
|  | DeAnne Malterer (De) | 4               | de.malterer@wasecacounty.gov         | (507) 340-2097 |
|  | Brad Krause          | 5               | brad.krause@wasecacounty.gov         | (507) 461-0594 |

**WASECA COUNTY DISTRICT COURT JUDGE**



The Honorable Carol M. Hanks  
Third Judicial District  
Waseca

**Advisory Board**

The Waseca County Criminal Justice Advisory Team meets quarterly to discuss topics related to the criminal justice system in Waseca County. Members of the Waseca County Criminal Justice Advisory Team include:

|  |  |
|--|--|
| District Court Judge                   | The Honorable Carol M. Hanks                               |
| County Attorney                        | Rachel Cornelius and staff                                 |
| Public Defenders Office                | Micheal Kuehn and staff                                    |
| Sheriff’s and Waseca Police Department | Sheriff Jay Dulas and Waseca Police Penny Vought and staff |
| Court Administration                   | Shannon Asselin and staff                                  |
| Local DOC Supervisor                   | Jenny McMahan  |
| Court Services                         | Jonathan J. Schiro and staff                               |
| County Administrator                   | Micheal Johnson  |

**Statutory Authority**

Waseca County Court Services operates as a County Probation Office (CPO) providing services for adult misdemeanor and gross misdemeanor probation files, all juvenile probation files, and all pretrial supervision files, as per Minnesota Statute 244.19.

**MS 244.19 Probation Services and Officers**

Subdivision 1. **Probation services; how provided for CPO and non-CPO jurisdictions.**

- (a) If a county or Tribal Nation is not a Community Corrections Act jurisdiction under chapter 401, the county must, or the Tribal Nation may, provide adult misdemeanant and juvenile probation services to district courts according to subdivision 1b.

**Court Services Staff**

| <u>STAFF NAME</u> | <u>POSITION</u>          | <u>PRIMARY FOCUS</u> | <u>PHONE</u> |
|-------------------|--------------------------|----------------------|--------------|
| Jonathan Schiro   | Court Services Director  | Court Services       | 507-835-0554 |
| Nicole Grams      | Coordinator/Career Agent | Drug Court           | 507-461-7315 |
| Merlin Kath       | Career Corrections Agent | Pretrial Services    | 507-835-0555 |
| Nicole Kalow      | Career Corrections Agent | Adult Services       | 507-835-0557 |
| Landi Dulas       | Career Corrections Agent | Adult Services       | 507-835-0552 |
| Matt Jirele       | Senior Corrections Agent | Drug Court / DWI     | 507-308-4169 |
| John Frid         | Corrections Agent        | Juvenile Services    | 507-835-0558 |
| Carrie Deml       | Administrative Assistant | Court Services       | 507-835-0551 |



Waseca County Court Services Office: 307 North State Street, Waseca, MN 56093 (P) 507-835-0550 (Fax) 507-835-0556  
Website: <https://www.wasecacounty.gov/115/Court-Services>

### Tip Line

Waseca County Court Services Tip Line is designed to allow for a quick and simple way to forward information to the Waseca County Court Services Department anonymously. The Tip Line information is gathered during regular business hours. For emergencies call 911 for immediate assistance.

Probation Tip Line: <https://www.wasecacounty.gov/FormCenter/Court-Services-Forms-4/Probation-Tip-Line-52>

### Agency Training Requirements

Waseca County Court Services strives to ensure staff are educated and trained in correctional best practices. Probation Agents are required to attend the Minnesota Statewide Training Academy (STA). Probation Agents are further required to attend a minimum of 40 hours of continuing education annually, of which includes evidence-based practice specific training. The Administrative Assistant is required to attend, a minimum, eight hours of continuing education annually.

|  |
|--|
| <b>Agent Academy:</b> Unless otherwise waived, all new staff are required to attend the Minnesota Statewide Training Academy (STA). The STA provides basic probation and safety related training coupled with specific evidence-based practice training necessary to be an Agent of Change. Topics include, but are not limited to: Core Correctional Practices, Agent Safety, Motivational Interviewing, Peer Support, LS/CMI or YLS/CMI, Carey Guides, Case Planning, Etc.   |
| <b>EBP Trainings:</b> Waseca County Court Services utilizes Evidence Based Practices (EBP) to assist clients in reducing risk and addressing client needs. EBP utilizes the current research and best available data to guide policy and practice decisions. Waseca County Court Services requires their agents to participate in specific EBP trainings (as noted in the STA). Additionally, staff are required to attend necessary booster trainings, on-going EBP training (such as trauma informed care) and office/statewide Communities of Practice sessions.  |
| <b>Agent Safety:</b> Waseca County Court Services requires agents to attend basic agent safety training, in addition to county and department safety training as provided. The Waseca County Court Services Safety Committee is collaborating with the Waseca County Sheriff's Department to develop an annual defensive tactics training curriculum, and annual safety training regimen. Waseca County Court Services takes staff safety very seriously.<br><br>In 2023 Waseca County Court Services Staff were trained in Community Emergency Response Team-CERT training, which focused on emergency response, first aid and CPR.   |
| <b>Diversity:</b> Waseca County Court Services participated in the Diversity and Inclusion, and Common Sense & Critical Thinking: Tolerance, Diversity & Stereotypes training provided by Waseca County. Additionally, staff had the opportunity to attend the Waseca County Promoting Peace: Intersection of Race, Justice and Peace conference.  |
| <b>Mental Health/Substance Use:</b> Waseca County Court Services staff have the opportunity to attend a variety of trainings, including training focusing on mental health and substance use. Opportunities include the Co-Occurring Disorder Symposium and Waseca County Promoting Peace Conference along with other conferences and in-person/virtual training throughout the year.  |
| <b>Trauma Informed:</b> Waseca County Court Services agents attend a variety of trauma informed training. Opportunities include the Co-Occurring Disorder Symposium and Waseca County Promoting Peace Conference along with other conferences and trainings throughout the year.   |
| <b>Peer Support Specialist:</b> Waseca County Court Services recognizes probation work is stressful and places employees with high-risk individuals and in high-risk situations. This stress, caused by both critical incidents and the profession in and of itself, has the potential to jeopardize work performance, safety, health, and relationships. As a response, we have an agent volunteer, Merlin Kath, willing to meet with probation agents from our department, as well as other counties, who are experiencing stress caused by critical incidents or cumulative job stress for the purposes of providing peer support. He has been trained in peer support and agrees to keep peer support conversations confidential. <a href="#">Link to MACPO Peer Support Information</a> |

# Committees

Waseca County Court Services encourages staff to join local and statewide committees. Probation staff are also encouraged to join professional correctional organizations and become involved in committee work, including (but not limited to):

- Minnesota Association of County Probation Officers (MACPO)
- Minnesota Corrections Association (MCA)
- Minnesota Association of Pretrial Agencies (MAPSA)
- American Probation and Parole Association (APPA)
- National Association of Probation Executives (NAPE)

Additionally, Waseca County Court Services standing committees assist with the development and delivery of probation services, ensure a safe and secure working environment and assist with providing evidence based/best practices in the field of probation. Waseca County Court Services standing committees include:

| Committee:  | Members:   |
|---|--|
| <p><b>Policy Committee</b></p> <p>The Policy Committee meets at minimum three times per year to review, update, and/or add office policies. All policies are reviewed at staff meetings prior to formal approval by the committee.</p>  | <p>Jon Schiro (Chair)<br/>Carrie Deml<br/>John Frid<br/>Nicole Grams</p>                 |
| <p><b>Forms Committee</b></p> <p>The Forms Committee meets at minimum three times per year to review, update, and/or create office forms. All forms are reviewed at staff meetings prior to formal approval by the committee.</p>   | <p>Merlin Kath (Chair)<br/>Jon Schiro<br/>Landi Dulas<br/>Carrie Deml</p>                |
| <p><b>Staff Engagement Committee</b></p> <p>The Staff Engagement Committee meets as needed, and organizes office activities such as holiday parties, Secret Santa, soup and sandwich day, etc.</p>  | <p>Nicole Kalow (Chair)<br/>John Frid<br/>Carrie Deml<br/>Landi Dulas</p>                |
| <p><b>Technology Committee</b></p> <p>The Technology Committee meets a minimum of twice per year and updates and maintains the Waseca County Court Services Website.</p>  | <p>Nicole Kalow (Chair)<br/>Matt Jirele<br/>Carrie Deml</p>                              |
| <p><b>Intern/Volunteer Committee</b></p> <p>The intern Committee reviews the intern/volunteer program and assists with monitoring the progress of interns and volunteers. The Intern/Volunteer Committee meets as needed, pursuant to the Intern/Volunteer manual when supervising an intern.</p> | <p>Merlin Kath (Chair)<br/>Landi Dulas<br/>Jon Schiro</p>                                |
| <p><b>Safety Committee</b></p> <p>The Safety Committee reviews office/field safety, reviews safety policies and safety training. All Safety recommendations are reviewed at staff meetings prior to approval by the committee.</p>  | <p>Nicole Grams (Chair)<br/>Matt Jirele<br/>John Frid<br/>Jon Schiro<br/>Merlin Kath</p> |
| <p><b>Evidence-Based Practices Committee</b></p> <p>The EBP Committee reviews and assists the office with implementation of programs and best practices surrounding EBP. All EBP are reviewed at staff meetings prior to formal approval by the committee.</p>                                    | <p>Jon Schiro (Chair)<br/>Nicole Kalow<br/>Landi Dulas<br/>Matt Jirele</p>               |

# Overview of Supervision Population

Waseca County Court Services operates under the County Probation Office authority as provided by Minnesota Statute 244.19, as noted within *Statutory Authority* section above. Waseca County Court Services Agents are responsible for the supervision of:

- All juvenile probation cases
- Juvenile diversion, continuance for dismissal and stay of adjudication cases
- Juvenile pretrial release cases
- Juvenile truancy cases (if the juvenile has an open probation case)
- All adult pretrial cases ordered by the district court
- Adult probation misdemeanor and gross misdemeanor cases
- Adult misdemeanor and gross misdemeanor diversion, continuance for dismissals and stay of adjudication cases

Mid-2023 Waseca County Court Services shifted from a general caseload to specialized caseloads for agents. Specialized caseloads allow agents to better align with best practices, become subject matter experts, along with delivering professional-level supervision. Specialized caseloads include:

- Juvenile Supervision
- Gender Specific Supervision
- Intimate Partner Violence Supervision
- Enhanced/High Risk Supervision
- Group Supervision
- Drug and DWI Court/High Risk DWI Supervision
- Pretrial Supervision

Waseca County Court Services embraces the eight principles of effective intervention and uses the below to guide decisions. The services provided by Waseca County Court Services are highlighted throughout this comprehensive plan. The eight principles of effective intervention continue to serve as a guide when providing services.

- 1) Assess actuarial risk/needs
- 2) Enhance intrinsic motivation
- 3) Target interventions
  - a) Risk principle – prioritize supervision/treatment resources for higher risk individuals
  - b) Need principle – target interventions to criminogenic needs.
  - c) Responsivity principle – be responsive to temperament, learning style, motivation, gender, culture, etc.. when assigning to programs
  - d) Treatment principle – integrate treatment services into the full sentence/sanctions requirements
- 4) Skill train with directed practices (using cognitive-behavioral treatment methods)
- 5) Increase positive reinforcement
- 6) Engage on-going support in natural communities
- 7) Measure relevant processes/practices
- 8) Provide measurement feedback

**Pre-Trial Population** (as of December 31<sup>st</sup> of the respective year)

| Pre-Trial 2020      |        |                   |             |             |
|---------------------|--------|-------------------|-------------|-------------|
| Row Labels          | Felony | Gross Misdemeanor | Misdemeanor | Grand Total |
| <b>Female</b>       | 7      | 5                 | 5           | 17          |
| <b>Unkown</b>       | 5      | 2                 | 4           | 11          |
| White               | 4      | 2                 | 3           | 9           |
| White               | 1      |                   | 1           | 2           |
| <b>Non-Hispanic</b> | 2      | 3                 | 1           | 6           |
| Hispanic            |        | 1                 |             | 1           |
| White               | 2      | 2                 | 1           | 5           |
| <b>Male</b>         | 29     | 7                 | 20          | 56          |
| <b>Unkown</b>       |        |                   | 1           | 1           |
| White               |        |                   | 1           | 1           |
| <b>Unkown</b>       | 11     | 1                 | 10          | 22          |
| White               | 4      | 1                 | 8           | 13          |
| Black               | 1      |                   |             | 1           |
| Hispanic            | 2      |                   | 1           | 3           |
| Unknown             |        |                   | 1           | 1           |
| White               | 4      |                   |             | 4           |
| <b>Hispanic</b>     | 1      |                   | 1           | 2           |
| Hispanic            |        |                   | 1           | 1           |
| White Hispanic      | 1      |                   |             | 1           |
| <b>Non-Hispanic</b> | 17     | 6                 | 8           | 31          |
| Black               | 1      | 1                 | 2           | 4           |
| Black White         |        |                   | 1           | 1           |
| Hispanic            |        | 1                 |             | 1           |
| White               | 16     | 4                 | 5           | 25          |
| (blank)             |        |                   |             |             |
| (blank)             |        |                   |             |             |
| (blank)             |        |                   |             |             |
| <b>Grand Total</b>  | 36     | 12                | 25          | 73          |



| Pre-Trial 2021        |        |                   |             |                   |             |
|-----------------------|--------|-------------------|-------------|-------------------|-------------|
| Row Labels            | Felony | Gross Misdemeanor | Misdemeanor | Petty Misdemeanor | Grand Total |
| <b>Female</b>         | 14     | 6                 | 7           | 1                 | 28          |
| White                 | 6      | 2                 | 2           |                   | 10          |
| White                 | 6      | 2                 | 2           |                   | 10          |
| <b>Black</b>          |        |                   | 1           |                   | 1           |
| Non-Hispanic          |        |                   | 1           |                   | 1           |
| <b>Black White</b>    |        | 1                 |             |                   | 1           |
| Unknown               |        | 1                 |             |                   | 1           |
| <b>Hispanic</b>       |        | 1                 |             |                   | 1           |
| Unknown               |        | 1                 |             |                   | 1           |
| <b>White</b>          | 8      | 2                 | 4           | 1                 | 15          |
| White                 | 1      |                   | 2           |                   | 3           |
| Non-Hispanic          | 5      | 2                 | 2           | 1                 | 10          |
| Unknown               | 2      |                   |             |                   | 2           |
| <b>Male</b>           | 58     | 13                | 9           |                   | 80          |
| White                 | 23     | 6                 | 4           |                   | 33          |
| White                 | 23     | 6                 | 4           |                   | 33          |
| <b>Black</b>          | 3      | 1                 | 1           |                   | 5           |
| Black                 |        | 1                 |             |                   | 1           |
| Non-Hispanic          | 3      |                   | 1           |                   | 4           |
| <b>Black White</b>    | 1      |                   |             |                   | 1           |
| Non-Hispanic          | 1      |                   |             |                   | 1           |
| <b>Hispanic</b>       | 2      | 2                 |             |                   | 4           |
| Hispanic              | 1      | 2                 |             |                   | 3           |
| Unknown               | 1      |                   |             |                   | 1           |
| <b>Unknown</b>        | 2      |                   |             |                   | 2           |
| Unknown               | 1      |                   |             |                   | 1           |
| Unknown               | 1      |                   |             |                   | 1           |
| <b>White</b>          | 26     | 4                 | 4           |                   | 34          |
| White                 | 5      | 1                 | 2           |                   | 8           |
| Non-Hispanic          | 21     | 2                 | 2           |                   | 25          |
| Unknown               |        | 1                 |             |                   | 1           |
| <b>White Hispanic</b> | 1      |                   |             |                   | 1           |
| Hispanic              | 1      |                   |             |                   | 1           |
| (blank)               |        |                   |             |                   |             |
| <b>Grand Total</b>    | 72     | 19                | 16          | 1                 | 108         |

2024 Waseca County Court Services Comprehensive Plan

| Pre-Trial 2022            |               |                   |             |                   |             |
|---------------------------|---------------|-------------------|-------------|-------------------|-------------|
| Count of Current Case O/C | Column Labels |                   |             |                   |             |
| Row Labels                | Felony        | Gross Misdemeanor | Misdemeanor | Petty Misdemeanor | Grand Total |
| <b>Femal</b>              | 12            | 2                 | 14          | 1                 | 29          |
|                           | 4             |                   | 10          |                   | 14          |
|                           | 4             |                   | 10          |                   | 14          |
| <b>Black</b>              |               |                   | 1           |                   | 1           |
| Non-Hispanic              |               |                   | 1           |                   | 1           |
| <b>Black White</b>        | 1             |                   |             |                   | 1           |
| Unknown                   | 1             |                   |             |                   | 1           |
| <b>Unknown</b>            | 1             |                   |             |                   | 1           |
| Unknown                   | 1             |                   |             |                   | 1           |
| <b>White</b>              | 6             | 2                 | 3           | 1                 | 12          |
|                           | 1             |                   | 1           |                   | 2           |
| Non-Hispanic              | 4             | 1                 | 1           | 1                 | 7           |
| Unknown                   | 1             | 1                 | 1           |                   | 3           |
| <b>Male</b>               | 76            | 15                | 28          | 1                 | 120         |
|                           | 28            | 6                 | 12          | 1                 | 47          |
|                           | 28            | 5                 | 12          | 1                 | 46          |
| Non-Hispanic              |               | 1                 |             |                   | 1           |
| <b>Black</b>              | 9             | 2                 | 3           |                   | 14          |
|                           | 1             | 1                 | 1           |                   | 3           |
| Non-Hispanic              | 7             |                   | 2           |                   | 9           |
| Unknown                   | 1             | 1                 |             |                   | 2           |
| <b>Black White</b>        | 2             |                   |             |                   | 2           |
| Non-Hispanic              | 1             |                   |             |                   | 1           |
| Unknown                   | 1             |                   |             |                   | 1           |
| <b>Hispanic</b>           | 4             | 1                 | 2           |                   | 7           |
|                           | 2             |                   | 2           |                   | 4           |
| Hispanic                  | 1             | 1                 |             |                   | 2           |
| Unknown                   | 1             |                   |             |                   | 1           |
| <b>Unknown</b>            | 3             |                   |             |                   | 3           |
|                           | 2             |                   |             |                   | 2           |
| Unknown                   | 1             |                   |             |                   | 1           |
| <b>White</b>              | 29            | 6                 | 11          |                   | 46          |
|                           | 8             | 2                 | 3           |                   | 13          |
| Non-Hispanic              | 18            | 4                 | 5           |                   | 27          |
| Unknown                   | 3             |                   | 3           |                   | 6           |
| <b>White Hispanic</b>     | 1             |                   |             |                   | 1           |
| Hispanic                  | 1             |                   |             |                   | 1           |
| <b>Grand Total</b>        | <b>88</b>     | <b>17</b>         | <b>42</b>   | <b>2</b>          | <b>149</b>  |



### 3 M's of Pretrial

Maximizing Court Appearance

Maximizing Public Safety

Maximizing Liberty

| Pre-Trial 2023         |           |                   |             |                   |             |
|------------------------|-----------|-------------------|-------------|-------------------|-------------|
| Row Labels             | Felony    | Gross Misdemeanor | Misdemeanor | Petty Misdemeanor | Grand Total |
| <b>Female</b>          | 25        | 7                 | 15          |                   | 47          |
|                        | 9         | 4                 | 12          |                   | 25          |
|                        | 9         | 4                 | 12          |                   | 25          |
| <b>Black White</b>     | 1         |                   |             |                   | 1           |
| Unknown                | 1         |                   |             |                   | 1           |
| <b>Hispanic</b>        |           |                   | 1           |                   | 1           |
| Hispanic               |           |                   | 1           |                   | 1           |
| <b>White</b>           | 15        | 3                 | 2           |                   | 20          |
|                        | 7         | 2                 | 1           |                   | 10          |
| Non-Hispanic           | 6         |                   | 1           |                   | 7           |
| Unknown                | 2         | 1                 |             |                   | 3           |
| <b>Male</b>            | 70        | 15                | 20          | 1                 | 106         |
|                        | 25        | 6                 | 10          | 1                 | 42          |
|                        | 25        | 6                 | 10          | 1                 | 42          |
| <b>American Indian</b> |           |                   | 1           |                   | 1           |
|                        |           |                   | 1           |                   | 1           |
| <b>Black</b>           | 11        | 1                 | 2           |                   | 14          |
|                        | 2         | 1                 |             |                   | 3           |
| Non-Hispanic           | 5         |                   | 1           |                   | 6           |
| Unknown                | 4         |                   | 1           |                   | 5           |
| <b>Black White</b>     | 1         |                   |             |                   | 1           |
| Unknown                | 1         |                   |             |                   | 1           |
| <b>Hispanic</b>        | 3         | 2                 |             |                   | 5           |
|                        | 2         | 2                 |             |                   | 4           |
| Unknown                | 1         |                   |             |                   | 1           |
| <b>White</b>           | 30        | 6                 | 7           |                   | 43          |
|                        | 9         | 3                 | 3           |                   | 15          |
| Non-Hispanic           | 17        | 2                 | 3           |                   | 22          |
| Unknown                | 4         | 1                 | 1           |                   | 6           |
| <b>Grand Total</b>     | <b>95</b> | <b>22</b>         | <b>35</b>   | <b>1</b>          | <b>153</b>  |

2024 Waseca County Court Services Comprehensive Plan

| Juvenile Pre-Trial 2020 |          |                   |             |             |
|-------------------------|----------|-------------------|-------------|-------------|
| Row Labels              | Felony   | Gross Misdemeanor | Misdemeanor | Grand Total |
| Female                  | 1        |                   | 1           | 2           |
|                         | 1        |                   | 1           | 2           |
|                         | 1        |                   | 1           | 2           |
| Male                    | 3        | 3                 | 6           | 12          |
|                         | 1        | 1                 | 3           | 5           |
|                         | 1        | 1                 | 3           | 5           |
| Black                   |          | 1                 |             | 1           |
| Non-Hispanic            |          | 1                 |             | 1           |
| Hispanic                |          |                   | 1           | 1           |
| Hispanic                |          |                   | 1           | 1           |
| Unknown                 |          | 1                 |             | 1           |
| Unknown                 |          | 1                 |             | 1           |
| White                   | 2        |                   | 2           | 4           |
|                         | 2        |                   | 2           | 4           |
| (blank)                 |          |                   |             |             |
| (blank)                 |          |                   |             |             |
| (blank)                 |          |                   |             |             |
| <b>Grand Total</b>      | <b>4</b> | <b>3</b>          | <b>7</b>    | <b>14</b>   |

| Juvenile Pre-Trial 2021 |          |                   |             |             |
|-------------------------|----------|-------------------|-------------|-------------|
| Row Labels              | Felony   | Gross Misdemeanor | Misdemeanor | Grand Total |
| Female                  |          |                   | 2           | 2           |
| White                   |          |                   | 1           | 1           |
|                         |          |                   | 1           | 1           |
| White Hispanic          |          |                   | 1           | 1           |
|                         |          |                   | 1           | 1           |
| Male                    | 6        | 4                 | 5           | 15          |
|                         | 1        |                   |             | 1           |
|                         | 1        |                   |             | 1           |
| Black                   | 1        |                   | 1           | 2           |
|                         | 1        |                   |             | 1           |
| Non-Hispanic            |          |                   | 1           | 1           |
| Hispanic                | 1        |                   | 1           | 2           |
|                         | 1        |                   | 1           | 2           |
| White                   | 2        | 3                 | 2           | 7           |
|                         | 2        | 2                 | 2           | 6           |
| Non-Hispanic            |          | 1                 |             | 1           |
| White Hispanic          | 1        | 1                 | 1           | 3           |
|                         |          | 1                 | 1           | 2           |
| Hispanic                | 1        |                   |             | 1           |
| (blank)                 |          |                   |             |             |
| <b>Grand Total</b>      | <b>6</b> | <b>4</b>          | <b>7</b>    | <b>17</b>   |

| Juvenile Pre-Trial 2022   |               |                   |             |             |
|---------------------------|---------------|-------------------|-------------|-------------|
| Count of Current Case O/C | Column Labels |                   |             |             |
| Row Labels                | Felony        | Gross Misdemeanor | Misdemeanor | Grand Total |
| Female                    | 1             |                   | 1           | 2           |
|                           | 1             |                   |             | 1           |
|                           | 1             |                   |             | 1           |
| White                     |               |                   | 1           | 1           |
|                           |               |                   | 1           | 1           |
| Male                      | 10            | 1                 | 10          | 21          |
|                           | 2             |                   | 5           | 7           |
|                           | 2             |                   | 5           | 7           |
| Black                     | 1             |                   |             | 1           |
|                           | 1             |                   |             | 1           |
| Black White               | 2             |                   | 1           | 3           |
|                           | 2             |                   |             | 2           |
| Unknown                   |               |                   | 1           | 1           |
| Hispanic                  |               |                   | 1           | 1           |
|                           |               |                   | 1           | 1           |
| Unknown                   | 1             |                   |             | 1           |
| Unknown                   | 1             |                   |             | 1           |
| White                     | 2             | 1                 | 3           | 6           |
|                           | 2             |                   | 3           | 5           |
| Non-Hispanic              |               | 1                 |             | 1           |
| White Hispanic            | 2             |                   |             | 2           |
|                           | 1             |                   |             | 1           |
| Hispanic                  | 1             |                   |             | 1           |
| <b>Grand Total</b>        | <b>11</b>     | <b>1</b>          | <b>11</b>   | <b>23</b>   |

| Juvenile Pre-Trial 2023 |           |             |                   |             |
|-------------------------|-----------|-------------|-------------------|-------------|
| Row Labels              | Felony    | Misdemeanor | Petty Misdemeanor | Grand Total |
| Female                  | 2         | 4           | 1                 | 7           |
|                         | 2         | 3           | 1                 | 6           |
|                         | 2         | 3           | 1                 | 6           |
| Hispanic                |           | 1           |                   | 1           |
|                         |           | 1           |                   | 1           |
| Male                    | 8         | 4           |                   | 12          |
|                         | 4         | 2           |                   | 6           |
|                         | 4         | 2           |                   | 6           |
| Black White             | 1         |             |                   | 1           |
|                         | 1         |             |                   | 1           |
| Hispanic                |           | 1           |                   | 1           |
|                         |           | 1           |                   | 1           |
| White                   | 2         | 1           |                   | 3           |
|                         | 2         | 1           |                   | 3           |
| White Hispanic          | 1         |             |                   | 1           |
|                         | 1         |             |                   | 1           |
| <b>Grand Total</b>      | <b>10</b> | <b>8</b>    | <b>1</b>          | <b>19</b>   |

2024 Waseca County Court Services Comprehensive Plan

**Probation Population** (as of December 31<sup>st</sup> of the respective year)

\*The 2020, 2021 and 2022 data represent all probation clients supervised in Waseca County (Court Services and DOC); 2023 data represents probation clients only supervised by Waseca County Court Services, as the aggregate data was not yet available.

| 2020                            | Felony | Gross Misdemeanor | Misdemeanor | Juvenile | Total |
|---------------------------------|--------|-------------------|-------------|----------|-------|
| <b>2019 Year-End Population</b> | 111    | 117               | 104         | 15       | 347   |
| <b>2020 Entries</b>             | 52     | 57                | 74          | 25       | 208   |
| <b>2020 Removals</b>            | 48     | 71                | 87          | 26       | 232   |
| <b>2020 Year-End Population</b> | 116    | 104               | 89          | 14       | 323   |
| <b>Male</b>                     | 81     | 78                | 58          | 13       | 230   |
| <b>Female</b>                   | 35     | 26                | 31          | 1        | 93    |
| <b>White</b>                    | 99     | 70                | 48          | 9        | 226   |
| <b>Black</b>                    | 8      | 12                | 6           | 0        | 26    |
| <b>American Indian</b>          | 0      | 0                 | 0           | 0        | 0     |
| <b>Asian/Pacific Islander</b>   | 1      | 0                 | 1           | 0        | 2     |
| <b>Other Race</b>               | 8      | 22                | 34          | 5        | 69    |
| <b>Unknown Race</b>             | 0      | 0                 | 0           | 0        | 0     |
| <b>Hispanic</b>                 | 4      | 5                 | 4           | 0        | 13    |
| <b>Non-Hispanic</b>             | 112    | 99                | 85          | 14       | 310   |
| <b>Arson</b>                    | 0      | 0                 | 0           | 0        | 0     |
| <b>Assault</b>                  | 12     | 2                 | 8           | 3        | 25    |
| <b>Assault - Domestic</b>       | 5      | 8                 | 19          | 0        | 32    |
| <b>Burglary</b>                 | 7      | 0                 | 0           | 0        | 7     |
| <b>Crime Against Family</b>     | 3      | 0                 | 0           | 0        | 3     |
| <b>Crime Against Justice</b>    | 1      | 10                | 1           | 0        | 12    |
| <b>Crime Against Government</b> | 0      | 0                 | 2           | 0        | 2     |
| <b>Criminal Sexual Conduct</b>  | 14     | 2                 | 0           | 3        | 19    |
| <b>Crim Vehicle Oper Harm</b>   | 0      | 0                 | 0           | 0        | 0     |
| <b>Crim Vehicle Oper Death</b>  | 0      | 0                 | 0           | 0        | 0     |
| <b>Disturbing Peace</b>         | 0      | 2                 | 7           | 1        | 10    |
| <b>Drugs</b>                    | 40     | 7                 | 0           | 1        | 48    |
| <b>DWI</b>                      | 8      | 45                | 27          | 0        | 80    |
| <b>Escape/Flight</b>            | 1      | 0                 | 0           | 0        | 1     |
| <b>Forgery</b>                  | 4      | 5                 | 0           | 0        | 9     |
| <b>Gambling</b>                 | 0      | 0                 | 0           | 0        | 0     |
| <b>Harassment/Stalking</b>      | 5      | 5                 | 2           | 0        | 12    |
| <b>Homicide</b>                 | 0      | 0                 | 0           | 0        | 0     |
| <b>Status/Federal/Misc.</b>     | 0      | 0                 | 0           | 0        | 0     |
| <b>Kidnapping</b>               | 0      | 0                 | 0           | 0        | 0     |
| <b>Obscenity</b>                | 1      | 0                 | 0           | 0        | 1     |
| <b>Other Person</b>             | 0      | 0                 | 0           | 0        | 0     |
| <b>Property Damage</b>          | 3      | 0                 | 3           | 2        | 8     |
| <b>Robbery</b>                  | 1      | 0                 | 0           | 0        | 1     |
| <b>Sex Related</b>              | 1      | 0                 | 0           | 0        | 1     |
| <b>Stolen Property</b>          | 0      | 0                 | 0           | 0        | 0     |
| <b>Theft</b>                    | 8      | 4                 | 9           | 2        | 23    |
| <b>Traffic (Exclude DWI)</b>    | 0      | 14                | 11          | 1        | 26    |
| <b>Vehicle Theft</b>            | 0      | 0                 | 0           | 0        | 0     |
| <b>Weapons</b>                  | 2      | 0                 | 0           | 1        | 3     |
| <b>Unknown</b>                  | 0      | 0                 | 0           | 0        | 0     |

2024 Waseca County Court Services Comprehensive Plan

| 2021                     | Felony | Gross Misdemeanor | Misdemeanor | Juvenile | Total |
|--------------------------|--------|-------------------|-------------|----------|-------|
| 2020 Year-End Population | 115    | 105               | 88          | 15       | 323   |
| 2021 Entries             | 87     | 50                | 61          | 36       | 234   |
| 2021 Removals            | 51     | 47                | 67          | 22       | 187   |
| 2021 Year-End Population | 151    | 107               | 83          | 29       | 370   |
| Male                     | 108    | 79                | 55          | 21       | 263   |
| Female                   | 43     | 28                | 28          | 8        | 107   |
| White                    | 133    | 54                | 31          | 10       | 228   |
| Black                    | 8      | 10                | 4           | 1        | 23    |
| American Indian          | 2      | 0                 | 0           | 0        | 2     |
| Asian/Pacific Islander   | 1      | 0                 | 0           | 0        | 1     |
| Other Race               | 7      | 43                | 48          | 18       | 116   |
| Hispanic                 | 7      | 1                 | 4           | 1        | 13    |
| Non-Hispanic             | 144    | 106               | 79          | 28       | 357   |
| Arson                    | 1      | 0                 | 0           | 0        | 1     |
| Assault                  | 16     | 1                 | 5           | 5        | 27    |
| Assault - Domestic       | 9      | 8                 | 21          | 0        | 38    |
| Burglary                 | 10     | 0                 | 0           | 1        | 11    |
| Crime Against Family     | 5      | 1                 | 0           | 0        | 6     |
| Crime Against Justice    | 3      | 8                 | 5           | 0        | 16    |
| Crime Against Government | 0      | 0                 | 0           | 0        | 0     |
| Criminal Sexual Conduct  | 17     | 1                 | 0           | 2        | 20    |
| Crim Vehicle Oper Harm   | 0      | 0                 | 0           | 0        | 0     |
| Crim Vehicle Oper Death  | 0      | 0                 | 0           | 0        | 0     |
| Disturbing Peace         | 0      | 1                 | 6           | 1        | 8     |
| Drugs                    | 54     | 4                 | 0           | 2        | 60    |
| DWI                      | 7      | 51                | 22          | 0        | 80    |
| Escape/Flight            | 2      | 0                 | 0           | 0        | 2     |
| Forgery                  | 8      | 10                | 0           | 0        | 18    |
| Gambling                 | 0      | 0                 | 0           | 0        | 0     |
| Harassment/Stalking      | 5      | 3                 | 3           | 0        | 11    |
| Homicide                 | 0      | 0                 | 0           | 0        | 0     |
| Status/Federal/Misc.     | 0      | 0                 | 0           | 5        | 5     |
| Kidnapping               | 0      | 0                 | 0           | 0        | 0     |
| Obscenity                | 1      | 1                 | 0           | 1        | 3     |
| Other Person             | 0      | 0                 | 0           | 0        | 0     |
| Property Damage          | 2      | 0                 | 2           | 1        | 5     |
| Robbery                  | 1      | 0                 | 0           | 0        | 1     |
| Sex Related              | 0      | 0                 | 0           | 0        | 0     |
| Stolen Property          | 0      | 0                 | 1           | 0        | 1     |
| Theft                    | 7      | 4                 | 11          | 8        | 30    |
| Traffic (Exclude DWI)    | 0      | 14                | 7           | 2        | 23    |
| Vehicle Theft            | 0      | 0                 | 0           | 0        | 0     |
| Weapons                  | 3      | 0                 | 0           | 1        | 4     |
| Unknown                  | 0      | 0                 | 0           | 0        | 0     |



2024 Waseca County Court Services Comprehensive Plan

| 2022                     | Felony | Gross Misdemeanor | Misdemeanor | Juvenile | Total |
|--------------------------|--------|-------------------|-------------|----------|-------|
| 2021 Year-End Population | 149    | 109               | 82          | 30       | 370   |
| 2022 Entries             | 57     | 48                | 66          | 43       | 214   |
| 2022 Removals            | 68     | 59                | 72          | 40       | 239   |
| 2022 Year-End Population | 137    | 104               | 71          | 33       | 345   |
| Male                     | 99     | 78                | 60          | 23       | 260   |
| Female                   | 38     | 26                | 11          | 10       | 85    |
| White                    | 117    | 56                | 24          | 22       | 219   |
| Black                    | 8      | 8                 | 5           | 4        | 25    |
| American Indian          | 2      | 0                 | 0           | 0        | 2     |
| Asian/Pacific Islander   | 1      | 0                 | 0           | 0        | 1     |
| Other Race               | 9      | 40                | 42          | 7        | 98    |
| Hispanic                 | 8      | 1                 | 2           | 2        | 13    |
| Non-Hispanic             | 129    | 103               | 69          | 31       | 332   |
| Arson                    | 0      | 0                 | 0           | 0        | 0     |
| Assault                  | 11     | 2                 | 9           | 3        | 25    |
| Assault - Domestic       | 13     | 6                 | 15          | 1        | 35    |
| Burglary                 | 11     | 1                 | 0           | 1        | 13    |
| Crime Against Family     | 4      | 0                 | 0           | 0        | 4     |
| Crime Against Justice    | 2      | 6                 | 1           | 0        | 9     |
| Crime Against Government | 1      | 0                 | 0           | 0        | 1     |
| Criminal Sexual Conduct  | 15     | 1                 | 0           | 2        | 18    |
| Crim Vehicle Oper Harm   | 0      | 0                 | 0           | 0        | 0     |
| Crim Vehicle Oper Death  | 0      | 0                 | 0           | 0        | 0     |
| Disturbing Peace         | 0      | 1                 | 7           | 5        | 13    |
| Drugs                    | 51     | 11                | 0           | 4        | 66    |
| DWI                      | 7      | 42                | 23          | 4        | 76    |
| Escape/Flight            | 0      | 0                 | 1           | 0        | 1     |
| Forgery                  | 5      | 8                 | 1           | 0        | 14    |
| Gambling                 | 0      | 0                 | 0           | 0        | 0     |
| Harassment/Stalking      | 5      | 3                 | 1           | 0        | 9     |
| Homicide                 | 0      | 0                 | 0           | 0        | 0     |
| Status/Federal/Misc.     | 0      | 0                 | 0           | 4        | 4     |
| Kidnapping               | 0      | 0                 | 0           | 0        | 0     |
| Obscenity                | 1      | 1                 | 0           | 0        | 2     |
| Other Person             | 0      | 0                 | 0           | 0        | 0     |
| Property Damage          | 2      | 4                 | 3           | 2        | 11    |
| Robbery                  | 0      | 0                 | 0           | 0        | 0     |
| Sex Related              | 0      | 0                 | 0           | 0        | 0     |
| Stolen Property          | 0      | 0                 | 0           | 0        | 0     |
| Theft                    | 5      | 2                 | 4           | 4        | 15    |
| Traffic (Exclude DWI)    | 0      | 16                | 4           | 3        | 23    |
| Vehicle Theft            | 0      | 0                 | 0           | 0        | 0     |
| Weapons                  | 4      | 0                 | 0           | 0        | 4     |
| Unknown                  | 0      | 0                 | 2           | 0        | 2     |

2024 Waseca County Court Services Comprehensive Plan

| 2023                     | Felony | Gross Misdemeanor | Misdemeanor | Juvenile | Total |
|--------------------------|--------|-------------------|-------------|----------|-------|
| 2022 Year-End Population | 13     | 101               | 72          | 34       | 220   |
| 2023 Entries             | 8      | 47                | 63          | 27       | 145   |
| 2023 Removals            | 4      | 56                | 56          | 46       | 162   |
| 2023 Year-End Population | 18     | 94                | 76          | 15       | 203   |
| Male                     | 14     | 71                | 58          | 9        | 152   |
| Female                   | 4      | 23                | 18          | 6        | 51    |
| White                    | 11     | 54                | 27          | 9        | 101   |
| Black                    | 1      | 3                 | 2           | 1        | 7     |
| American Indian          | 0      | 0                 | 0           | 0        | 0     |
| Asian/Pacific Islander   | 0      | 0                 | 0           | 0        | 0     |
| Other Race               | 6      | 37                | 47          | 5        | 95    |
| Hispanic                 | 0      | 2                 | 2           | 1        | 5     |
| Non-Hispanic             | 18     | 92                | 74          | 14       | 198   |
| Arson                    | 0      | 0                 | 0           | 0        | 0     |
| Assault                  | 0      | 3                 | 11          | 3        | 17    |
| Assault - Domestic       | 0      | 7                 | 14          | 1        | 22    |
| Burglary                 | 2      | 0                 | 0           | 1        | 3     |
| Crime Against Family     | 0      | 0                 | 0           | 0        | 0     |
| Crime Against Justice    | 0      | 4                 | 1           | 0        | 5     |
| Crime Against Government | 0      | 0                 | 0           | 1        | 1     |
| Criminal Sexual Conduct  | 1      | 1                 | 0           | 0        | 2     |
| Crim Vehicle Oper Harm   | 0      | 0                 | 0           | 0        | 0     |
| Crim Vehicle Oper Death  | 0      | 0                 | 0           | 0        | 0     |
| Disturbing Peace         | 0      | 2                 | 7           | 2        | 11    |
| Drugs                    | 3      | 6                 | 0           | 0        | 9     |
| DWI                      | 4      | 42                | 15          | 1        | 62    |
| Escape/Flight            | 0      | 0                 | 2           | 0        | 2     |
| Forgery                  | 1      | 3                 | 0           | 0        | 4     |
| Gambling                 | 0      | 0                 | 0           | 0        | 0     |
| Harassment/Stalking      | 1      | 3                 | 4           | 0        | 8     |
| Homicide                 | 0      | 0                 | 0           | 0        | 0     |
| Status/Federal/Misc.     | 0      | 0                 | 0           | 1        | 1     |
| Kidnapping               | 0      | 0                 | 0           | 0        | 0     |
| Obscenity                | 0      | 1                 | 1           | 0        | 2     |
| Other Person             | 0      | 0                 | 0           | 0        | 0     |
| Property Damage          | 3      | 6                 | 2           | 1        | 12    |
| Robbery                  | 0      | 0                 | 0           | 0        | 0     |
| Sex Related              | 0      | 0                 | 0           | 0        | 0     |
| Stolen Property          | 0      | 0                 | 0           | 0        | 0     |
| Theft                    | 3      | 3                 | 10          | 2        | 18    |
| Traffic (Exclude DWI)    | 0      | 10                | 8           | 1        | 19    |
| Vehicle Theft            | 0      | 0                 | 0           | 0        | 0     |
| Weapons                  | 0      | 3                 | 0           | 1        | 4     |
| Unknown                  | 0      | 0                 | 0           | 0        | 0     |

# Pretrial Services

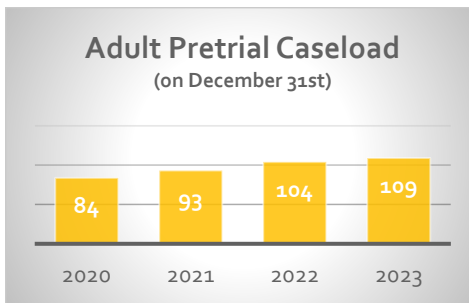
Waseca County Court Services has offered pretrial services and supervision for decades. Prior to 2023, pretrial cases were equally split between adult agents. Thus, agents had a split caseload of adult probation and pretrial cases. This split caseload concept proved to be difficult as pretrial cases were inadvertently treated similar to probation cases. The National Institute of Corrections (NIC) “A Framework for Pretrial Justice: Essential Elements of an Effective Pretrial System and Agency” highlights the importance of a dedicated pretrial services agency/department. Waseca County does not have the numbers to justify a pretrial agency/department. However, to align with best practices, in mid-2023 Waseca County Court Services shifted to specialized caseloads, including pretrial supervision. This allows one agent to focus on our pretrial supervision program.

Another benefit of the specialized caseloads allows staff to focus on a specific case and build a program which is grounded in evidence based/best practices. Career Agent Merlin Kath was assigned as the Waseca County Pretrial Supervision Agent. Career Agent Kath continues to research evidence based/best practices in pretrial services as we create an evidence based pretrial supervision program. The “Essential aspects of a high functioning pretrial services” as outlined by NIC, will provide the framework as we continue to improve pretrial services in Waseca County. The “Essential aspects of a high functioning pretrial” program include:

- Operationalized mission
- Universal screening
- Validated pretrial risk assessment
- Sequential bail review
- Risk-based supervision
- Performance measurement and feedback

## Pretrial Monitoring

Waseca County Court Services monitors all pretrial release files as assigned by the district court and any files that include a random drug/alcohol testing condition. This includes all felony, gross misdemeanor, and misdemeanor level files. The goal of pretrial supervision programs is to ensure public safety while increasing client appearance to future court hearings.

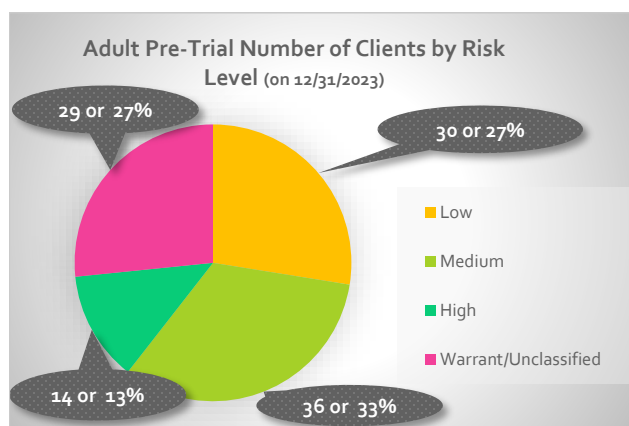


Waseca County Court Services supervises cases based on their risk level as determined by the MNPAT-Revised. This allows for universal screening and risk-based supervision.

Adult pretrial supervision standards include:

| Supervision Type | MNPAT-Revised Score | Level of Contact  |
|------------------|---------------------|---|
| High             | 12-18               | Minimum Contact twice every 45 days <ul style="list-style-type: none"> <li>Comply with drug testing/field visits and compliance checks</li> </ul>                               |
| Moderate         | 6-10                | Minimum Contact once per month <ul style="list-style-type: none"> <li>Comply with drug testing/field visits and compliance checks</li> </ul>                                    |
| Low              | 0-4                 | Minimal contact as necessary <ul style="list-style-type: none"> <li>Update address/phone</li> <li>Comply with drug testing if requested/reasonable suspicion of use.</li> </ul> |

The Pretrial Supervision Agent monitors conditions of release; including random drug/alcohol testing. A pretrial release client may be randomly tested, based on their risk level, for drugs/alcohol. If a client tests positive for drugs or alcohol they may be placed on the Waseca County Drug Testing Color Wheel.



The pretrial supervision agent may take clients into custody, with an apprehension and detention order, if the client violates the conditions of release. This allows for an immediate response based on the severity of the violation. Additionally, the pretrial supervision agent may notify the court of non-compliance, or with any concerns that arise. Conditions of release may be adjusted based on the client’s non-compliance or the proposed sentencing recommendations may be adjusted based on a client’s compliance or non-compliance with pretrial release.

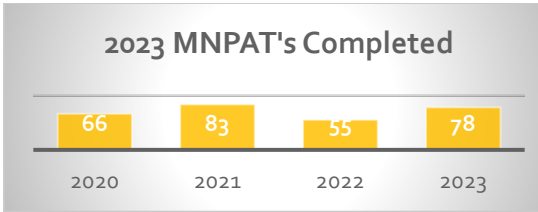
Waseca County Pretrial Supervision Program includes a voluntary program referral approach to assist clients address any identified needs. Advanced program referrals may include substance abuse treatment, mental health therapy, or other services identified by the client. This service-connection approach allows for quick access to necessary services to assist clients make positive life changes.

### Electronic Monitoring

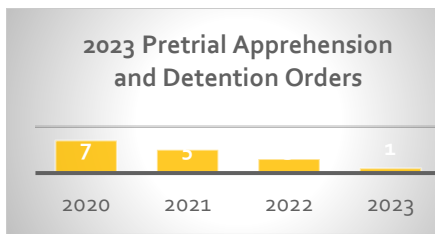
Waseca County utilizes electronic monitoring services as a tool to supervise pretrial release clients. Waseca County Court Services supervises all electronic monitoring services ordered by the Court, including remote electronic alcohol monitoring (REAM), house arrest, and GPS monitoring.

## Bail Evaluations

In 2018, the Minnesota Judicial Council created a Pretrial Release Initiative to create an evidence-based tool for use by judges when making pretrial release decisions. Implementation of the Minnesota Pretrial Assessment Tool (MNPAT) was completed in 2019. The MNPAT is meant to ensure judges have the most predicative and least biased information, providing accurate, objective, and useful information for pretrial release decisions. In January 2024, the MNPAT-Revised was rolled out statewide.



## Apprehension and Detention Orders



Waseca County Court Services utilizes all necessary resources prior to detaining a client for failure to abide by court ordered pretrial release conditions. Minnesota Statute 244.1951, subdivision 3, allows a probation agency to issue an apprehension and detention order (A&D) to detain any person on court-ordered pretrial release who absconds supervision or fails to abide by the conditions of pretrial release.

# Adult Services

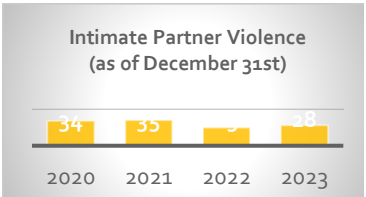
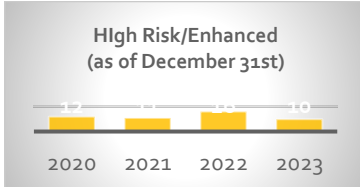

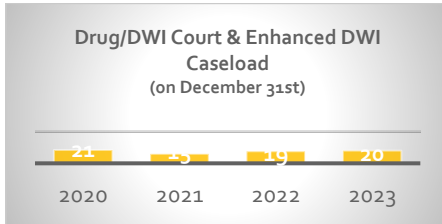
The purpose of probation is to deter further criminal behavior, punish the offender, help provide reparation to crime victims and their communities, and provide offenders with opportunities for rehabilitation (Minn. Stat 609.02 Subd. 15)

Waseca County Court Services operates under the County Probation Office authority as provided by Minnesota Statute 244.19. Waseca County Court Services Agents are responsible for supervising all adult misdemeanor and gross misdemeanor files placed on supervision by the district courts. Probation agent's duties include (but are not limited to): pre-sentence investigations, transfer investigations, monitoring court-ordered conditions, case planning, cognitive behavioral interventions, probation violations/restructures/sanctions conferences, attending court hearings, documentation of progress and violations, coordinating support services and referrals, intake/case closures, and using various techniques, including drug/alcohol testing, alcohol/GPS monitoring and other software.

## Adult Supervision

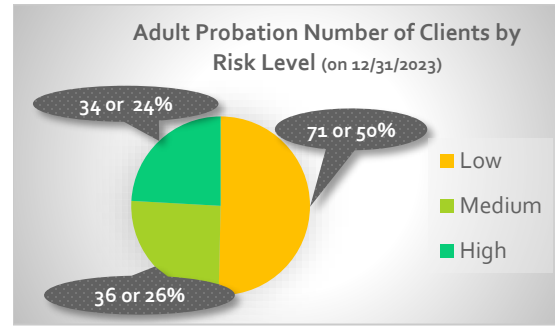
In mid-2023 Waseca County Court Services shifted from a general caseload to specialized caseloads. Specialized caseloads allow agents to better align with best practices, become subject matter experts, along with delivering professional-level supervision. Below is an outline of the caseloads and programs being developed to be more responsive to our client needs:

2024 Waseca County Court Services Comprehensive Plan

| Caseload                              | Description  |                |          |           |           |         |                |                           |                           |             |
|---------------------------------------|--|----------------|----------|-----------|-----------|---------|----------------|---------------------------|---------------------------|-------------|
| Juvenile Supervision                  | See Juvenile Section   |                |          |           |           |         |                |                           |                           |             |
| Pretrial Supervision                  | See Pretrial Section   |                |          |           |           |         |                |                           |                           |             |
| Gender Specific Supervision           | <p>Career Agent Landi Dulas supervises the gender specific caseload. Designed to help female clients develop skills that address factors contributing to criminal behavior. It also encourages critical thinking, enhances self-concept and awareness, and develops healthy relationships with family, friends, and community. The Woman’s Risk Needs Assessment (WRNA) is used to measure specific needs, highlight a female’s strengths, and assist with developing a holistic case-plan.</p> <div style="border: 1px solid gray; padding: 5px; text-align: center; margin: 10px auto; width: fit-content;"> <p>This is a new program in 2023. December 31, 2023, gender specific caseload totaled 16 clients.</p> </div>  |                |          |           |           |         |                |                           |                           |             |
| Intimate Partner Violence Supervision | <p>Career Agent Landi Dulas supervises the intimate partner violence caseload. Designed to closely supervise a caseload of clients who are placed on probation for domestic violence related offenses. The focus of the caseload is to increase victim safety, hold the client accountable and promote positive client change. The Level of Service Inventory/Case Management Inventory and Domestic Violence Inventory are used to assist with level of supervision and case planning. We are also exploring the use of the ODARA (Ontario Domestic Assault Risk Assessment). <u>This is a new program; therefore, the graph reflects the number of clients eligible.</u></p>            |                |          |           |           |         |                |                           |                           |             |
| Enhance/High Risk Supervision         | <p>Career Agent Nicole Kalow supervises the enhanced/high risk caseload. Designed to provide intensive supervision to the highest risk individuals. Supervision includes regular weekly contact, random drug testing (maybe placed on the Waseca County Color Wheel program), random field visits and use of the Waseca County Path to a Case Plan to help guide the client to positive behavior change. This program is designed for high and very high-risk cases as identified by the Level of Service/Case Management Inventory. <u>This is a new program; therefore, the graph reflects the number of clients eligible.</u></p>   |                |          |           |           |         |                |                           |                           |             |
| Group Supervision                     | <p>Career Agent Nicole Kalow supervises the group supervision caseload. Designed for supervision of low-risk clients as identify by an approved risk/needs assessment. <u>This is a new program; therefore, the graph reflects the number of clients eligible.</u></p> <p>There are three tracks to group supervision:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Track I</th> <th>Track II</th> <th>Track III</th> </tr> </thead> <tbody> <tr> <td>In Person</td> <td>Virtual</td> <td>Administrative</td> </tr> <tr> <td>March, June, Sept and Dec</td> <td>Jan, April, July and Oct.</td> <td>No meetings</td> </tr> </tbody> </table>  | Track I        | Track II | Track III | In Person | Virtual | Administrative | March, June, Sept and Dec | Jan, April, July and Oct. | No meetings |
| Track I                               | Track II   | Track III      |          |           |           |         |                |                           |                           |             |
| In Person                             | Virtual  | Administrative |          |           |           |         |                |                           |                           |             |
| March, June, Sept and Dec             | Jan, April, July and Oct.  | No meetings    |          |           |           |         |                |                           |                           |             |
| DWI/Drug Court/High Risk Supervision  | <p>Senior Agent Matt Jirele works with the Steele/Waseca Drug/DWI Court supervising clients who are participants of the Steele/Waseca Drug/DWI Court. Senior Agent Jirele works closely with the client, treatment resources, recovery community and DWI/Drug Court Team to assist the client with positive behavior change.</p> <p>Senior Agent Jirele also works with high risk/needs DWI clients who are on the verge of being referred to the Steele/Waseca DWI Court. The Impaired Driving Assessment (IDA) is used to identify the risk/needs of the client.</p>   |                |          |           |           |         |                |                           |                           |             |

Waseca County Court Services utilizes the Level of Service/Case Management Inventory as the primary risk/needs assessment tool to determine the supervision level/needs of our client's. Other ancillary assessments used for specific caseloads include:

- Woman's Risk Needs Assessment (WRNA)
- Domestic Violence Inventory (DVI)
- Impaired Driving Assessment (IDA)
- Level of Service Inventory-Revised; Screener



Waseca County Court Services Adult Supervision Standards are based on the approved risk assessment:

| Supervision Type | LS/CMI | IDA   | Gender Specific Caseload | Level of Contact   |
|------------------|--------|-------|--------------------------|--|
| Very High        | 28-42  | 35-99 | 37-42                    | <ul style="list-style-type: none"> <li>• Minimum of weekly contact</li> <li>• Cooperate with Waseca County Path to Case Plan</li> </ul>                    |
| High             | 23-27  | 24-34 | 22-36                    | <ul style="list-style-type: none"> <li>• Minimum contact of twice per month</li> <li>• Cooperate with Waseca County Path to Case Plan</li> </ul>           |
| Moderate         | 16-22  | 18-23 | 10-21                    | <ul style="list-style-type: none"> <li>• Minimum contact of once per month</li> <li>• Consider Waseca County Path to Case Plan when appropriate</li> </ul> |
| Low              | 0-15   | 0-17  | 0-9                      | <ul style="list-style-type: none"> <li>• Contact based on group supervision tracks (once every three months/administrative)</li> </ul>                     |

### Community Work Service

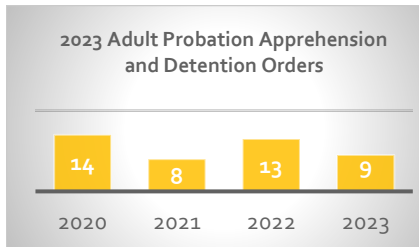
**Sentence to Service (STS):** STS is a sentencing alternative for nonviolent offenders to work on community improvement projects. Supervised STS crews work in parks and other public areas, frequently in combination with jail time. Our STS program is a joint effort with neighboring Le Sueur County and the Minnesota Department of Corrections.

**Adopt-a-Highway Program:** Court Services manages this public service program to allow clients to complete community work service hours by cleaning up roadside ditches on a designated stretch of highway in Waseca County. Waseca County Court Services Adopt-a-Highway is located on State Highway 13 near the Waseca County Recycling Center.

### Remote Electronic Alcohol Monitoring Grant (REAM)

Waseca County Court Services receives funding from the State of Minnesota - Department of Corrections to assist drinking and driving related clients needing assistance to pay for costs of daily alcohol monitoring. To be considered for REAM Grant assistance the client must be charged or convicted of a drinking and driving related offense and meet income requirements. Income eligible for REAM grant funding include: 1) if the client was approved for the services of a public defender 2) the Waseca County Court Services Limited Income Guidelines or 3) director approval.

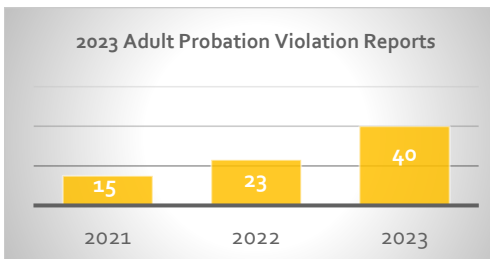
## Apprehension and Detention Orders



Waseca County Court Services utilizes all necessary resources prior to detaining a client for failure to abide by court ordered conditions. Minnesota Statute 244.1951 allows a probation agency to issue an apprehension and detention order (A&D) to detain any person on supervision to enforce discipline or to prevent an individual on probation from escaping or absconding supervision.

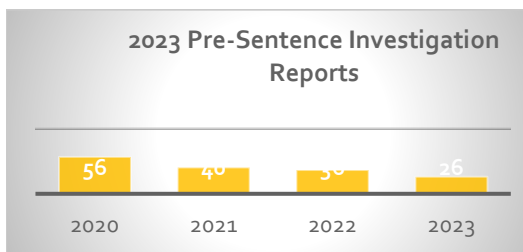
## Probation Violation Reports

Waseca County Court Services believes in swift, immediate, and appropriate responses. All individuals on supervision who violate a Court Ordered condition will be addressed. The agent considers many factors when determining the appropriate action, including, but not limited to prior record, public, victim, and client safety, prior violations, client risk level, etc.



A probation violation report is usually filed with the Court if there is a serious violation of probation, there has been a series of technical violations, a probation restructure has previously been completed with non-compliance and/or public safety has been compromised. Probation agents have other resources when working with a client who has violated the terms of probation, including verbal reprimand, probation restructure or official sanctions conference.

## Pre-Sentence Investigations



A Pre-Sentence Investigation (PSI) is a comprehensive written report concerning the client's individual characteristics, circumstances, needs, potentialities, restitution/victim impact statements, criminal record, and social history. Waseca County Court Services completes PSI's on misdemeanor and gross misdemeanor offenses as ordered by the Court. PSI's are completed prior to sentencing and provide recommendations for sentencing.



## Adult Cases Closed Successful vs Unsuccessful

| Adult 2022                              |               |              |             |
|---|---------------|--------------|-------------|
| Count of Case Number                    | Column Labels |              |             |
| Row Labels                              | Successful    | Unsuccessful | Grand Total |
| Closed-no ongoing responsibilities      | 3             |              | 3           |
| Closed-Rejected                         | 1             |              | 1           |
| Closed-Unsatisfactory                   |               | 14           | 14          |
| Closed-With Conditions Met              | 38            |              | 38          |
| Discharge-Expiration                    | 68            |              | 68          |
| Dismissed-No Conviction Or Adjudication | 1             |              | 1           |
| Executed                                |               | 14           | 14          |
| (blank)                                 |               |              |             |
| <b>Grand Total</b>                      | <b>111</b>    | <b>28</b>    | <b>139</b>  |

| Count of Case Number                    | Column Labels |               |                |
|---|---------------|---------------|----------------|
| Row Labels                              | Successful    | Unsuccessful  | Grand Total    |
| Closed-no ongoing responsibilities      | 2.16%         | 0.00%         | 2.16%          |
| Closed-Rejected                         | 0.72%         | 0.00%         | 0.72%          |
| Closed-Unsatisfactory                   | 0.00%         | 10.07%        | 10.07%         |
| Closed-With Conditions Met              | 27.34%        | 0.00%         | 27.34%         |
| Discharge-Expiration                    | 48.92%        | 0.00%         | 48.92%         |
| Dismissed-No Conviction Or Adjudication | 0.72%         | 0.00%         | 0.72%          |
| Executed                                | 0.00%         | 10.07%        | 10.07%         |
| (blank)                                 | 0.00%         | 0.00%         | 0.00%          |
| <b>Grand Total</b>                      | <b>79.86%</b> | <b>20.14%</b> | <b>100.00%</b> |

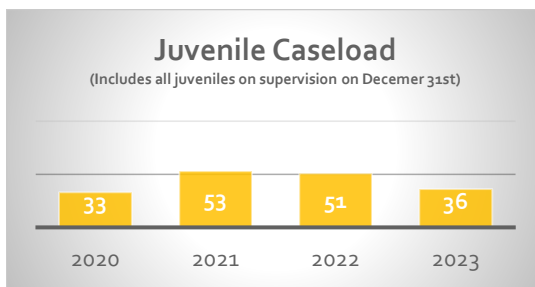
| Adult 2023                              |               |              |             |
|---|---------------|--------------|-------------|
| Count of Case Number                    | Column Labels |              |             |
| Row Labels                              | Successful    | Unsuccessful | Grand Total |
| Closed-no ongoing responsibilities      | 7             |              | 7           |
| Closed-Rejected                         | 4             |              | 4           |
| Closed-Unsatisfactory                   |               | 13           | 13          |
| Closed-With Conditions Met              | 50            |              | 50          |
| Death                                   | 1             |              | 1           |
| Discharge-Expiration                    | 34            |              | 34          |
| Dismissed-No Conviction Or Adjudication | 6             |              | 6           |
| Executed                                |               | 4            | 4           |
| (blank)                                 |               |              |             |
| <b>Grand Total</b>                      | <b>102</b>    | <b>17</b>    | <b>119</b>  |

| Count of Case Number                    | Column Labels |               |                |
|---|---------------|---------------|----------------|
| Row Labels                              | Successful    | Unsuccessful  | Grand Total    |
| Closed-no ongoing responsibilities      | 5.88%         | 0.00%         | 5.88%          |
| Closed-Rejected                         | 3.36%         | 0.00%         | 3.36%          |
| Closed-Unsatisfactory                   | 0.00%         | 10.92%        | 10.92%         |
| Closed-With Conditions Met              | 42.02%        | 0.00%         | 42.02%         |
| Death                                   | 0.84%         | 0.00%         | 0.84%          |
| Discharge-Expiration                    | 28.57%        | 0.00%         | 28.57%         |
| Dismissed-No Conviction Or Adjudication | 5.04%         | 0.00%         | 5.04%          |
| Executed                                | 0.00%         | 3.36%         | 3.36%          |
| (blank)                                 | 0.00%         | 0.00%         | 0.00%          |
| <b>Grand Total</b>                      | <b>85.71%</b> | <b>14.29%</b> | <b>100.00%</b> |

## Juvenile Services

Juvenile agents focus on holding youthful clients accountable and provide opportunities for rehabilitation while enhancing public safety. Agents work closely with parents, schools, law enforcement, treatment teams, community resources, and family services’ staff. Corrections Agent John Frid is our primary juvenile agent and Career Agent Nicole Kalow is our back-up juvenile agent.



Waseca County Court Services juvenile agents are responsible for supervising all juvenile probation files placed on supervision by the district court. Probation agent’s duties include (but are not limited to): pre-dispositional investigations, transfer investigations, dispositional recommendations, adult certification studies, extended juvenile jurisdiction studies, monitoring court-ordered conditions, case planning, cognitive behavioral interventions, probation violations / restructures / sanctions conferences, attending court hearings, out-of-

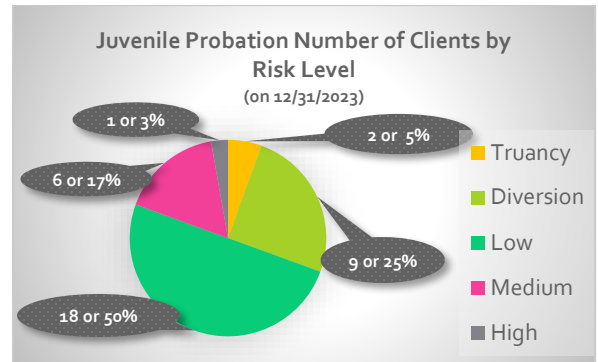
home placement recommendations, documentation of progress and violations, coordinating support services and referrals, intake/case closures, using various techniques, including drug/alcohol testing, alcohol/GPS monitoring and other software.

## Juvenile Supervision

Waseca County Court Services utilizes the Youth Level of Services/Case Management Inventory along with the Youth Level of Services/Case Management Inventory Pre-Screen as the primary risk/needs assessment tool to determine the supervision level/needs of our juvenile client’s.

Waseca County Court Services Juvenile Supervision Standards are based on the approved risk assessment:

| Supervision Type | YLS/CMI                      | Level of Contact   |
|------------------|------------------------------|--|
| Very High        | Male: 28-42<br>Female: 26-42 | <ul style="list-style-type: none"> <li>Minimum contact twice per week</li> <li>Cooperate with Waseca County Path to Case Plan</li> </ul> |
| High             | Male: 22-28<br>Female: 20-26 | <ul style="list-style-type: none"> <li>Minimum weekly contact</li> <li>Cooperate with Waseca County Path to Case Plan</li> </ul>         |
| Moderate         | Male: 10-21<br>Female: 8-19  | <ul style="list-style-type: none"> <li>Minimum contact of twice per month</li> </ul>   |
| Low              | Male: 0-9<br>Female: 0-7     | <ul style="list-style-type: none"> <li>Minimum contact of once every 45-60 days</li> </ul>   |



## Community Work Service

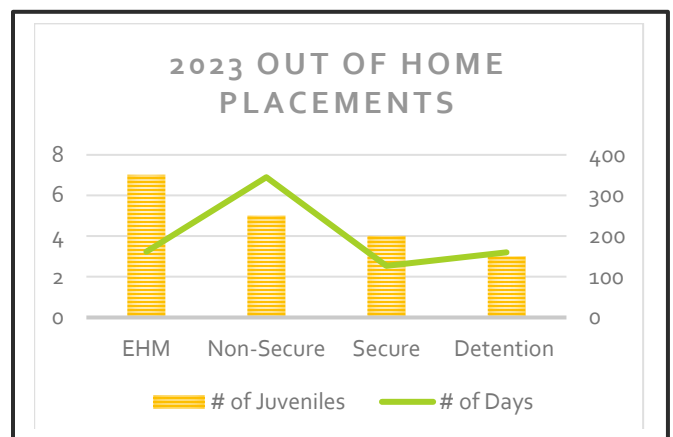
Juveniles on supervision with Waseca County Court Services may be required to complete community work services. Probation agents work with the juvenile to locate an approved location to complete their required community work service hours. Locations may include local food-shelf, school, church or other non-profit.

**Restorative Justice Fund:** The Restorative Justice Fund is a program in which juveniles may work off their court ordered restitution by completing community work service and receive \$10.00 per hour towards their restitution responsibility.

## Juvenile Detention/Out-of-Home Placements

Waseca County Court Services agents utilize all available resources to limit the use of juvenile detention placement/out-of-home placement. Examples of resources used include house arrest, electronic home monitoring, GPS monitoring, increased contact, increased programming, respite care. Out-of-home services are used as a last resort.

Waseca County is a member of the Minnesota Prairie County Alliance (MNPrairie), which provides human services for Steele, Waseca, and Dodge County. MNPrairie, in consultation with the three member counties, has a contract with East Regional Juvenile Center for secure/detention services.

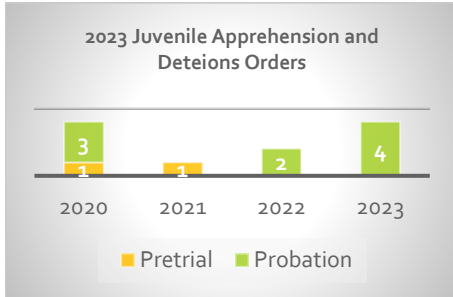


## 2024 Waseca County Court Services Comprehensive Plan

| Out of Home Placement Costs: |           |
|------------------------------|-----------|
| 2023                         | \$180,508 |
| 2022                         | \$189,427 |

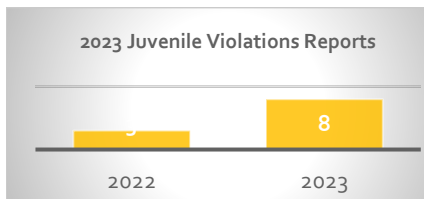
\*Electronic Home Monitoring (EHM) is an alternative to an Out-of-Home placement; however, the cost of EHM is covered through out-of-home placement funds. Therefore, EHM is included in the above data.

### Apprehension and Detention Orders



Waseca County Court Services utilizes all necessary resources prior to detaining a juvenile for failure to abide by court ordered conditions. Minnesota Statute 244.1951 allows a probation agency to issue an apprehension and detention order (A&D) to detain a juvenile on supervision to enforce discipline or to prevent a juvenile on probation from escaping or absconding supervision.

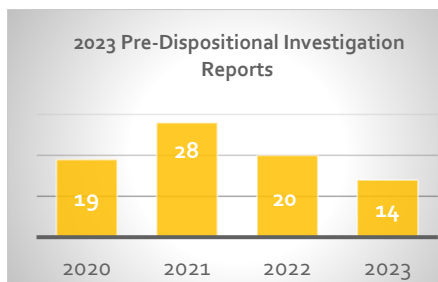
### Probation Violation Reports



Waseca County Court Services believes in swift, immediate, and appropriate responses. All juveniles on supervision who violate a Court Ordered condition will be addressed. The agent considers many factors when determining the appropriate action, including, but not limited to public, victim, and juvenile safety; prior violations; juvenile risk level; home/school behavior, etc....

A probation violation report is usually filed with the Court if there is a serious violation of probation, there has been a series of technical violations, a probation restructure has previously been completed with non-compliance and/or public safety has been compromised. Probation agents have other resources when working with a juvenile who has violated the terms of probation, including verbal reprimand, probation restructure or official sanctions conference.

### Pre-Dispositional Investigations

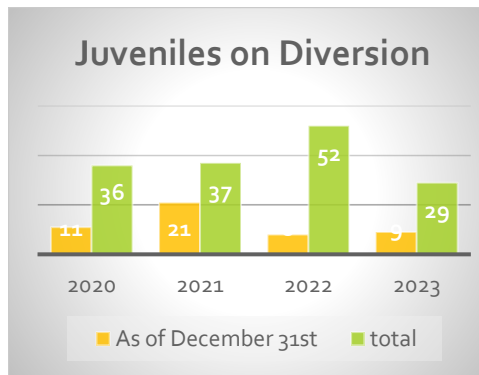


A Pre-Dispositional Investigation (PDI) is a comprehensive written report concerning the juvenile's individual characteristics, circumstances, needs, potentialities, restitution/victim impact statements, criminal record, family, school, and social history. Waseca County Court Services completes PDI's on all juvenile files as ordered by the Court. PDI's are completed prior to disposition and provide recommendations for disposition.

## Juvenile Diversion Program

In conjunction with the County Attorney's Office, Waseca County Court Services offers a Juvenile Diversion Program for all approved offenses. This program is offered to juveniles in lieu of court processing. Approved offenses include:

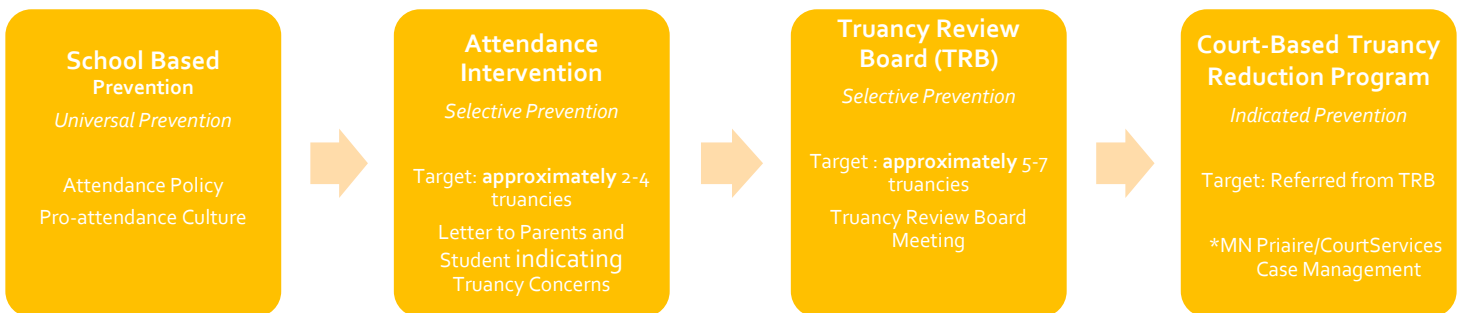
- 1) All 1<sup>st</sup> time petty offenses
- 2) 2<sup>nd</sup> time petty offenses (as agreed by County Attorney's office and Court Services, vetted through the referral process.)
- 3) Fifth Degree Assaults (as agreed by County Attorney's office and Court Services, vetted through the referral process.)
- 4) All other offenses (as agreed by County Attorney's office and Court Services, vetted through the referral process.)



\*The above graph notes the number of juveniles on diversion on December 31<sup>st</sup> of the respective year, along with the total number of juveniles on diversion throughout the year. Juvenile diversion cases are typically shorter in length; therefore, it's important to report the total number as well.

## Juvenile Truancy Program

Waseca County provides a tier-based truancy program, which includes a universal prevention approach, selective prevention approach and indicated prevention approach. Waseca County Court Services monitors all truancy files if the juvenile is currently on supervision for a probation related offense. All other truancy files are supervised by MNPrairie Truancy Social Worker.



## Juvenile Cases Closed Successful vs Unsuccessful

| Juvenile 2022                           |               |              |                |
|---|---------------|--------------|----------------|
| Count of Case Number                    | Column Labels |              |                |
| Row Labels                              | Successful    | Unsuccessful | Grand Total    |
| Closed-no ongoing responsibilities      | 2             |              | 2              |
| Closed-Unsatisfactory                   |               | 3            | 3              |
| Closed-With Conditions Met              | 3             |              | 3              |
| Discharge-Expiration                    | 57            |              | 57             |
| Dismissed-No Conviction Or Adjudication | 1             |              | 1              |
| (blank)                                 |               |              |                |
| <b>Grand Total</b>                      | <b>63</b>     | <b>3</b>     | <b>66</b>      |
| Count of Case Number                    | Column Labels |              |                |
| Row Labels                              | Successful    | Unsuccessful | Grand Total    |
| Closed-no ongoing responsibilities      | 3.03%         | 0.00%        | 3.03%          |
| Closed-Unsatisfactory                   | 0.00%         | 4.55%        | 4.55%          |
| Closed-With Conditions Met              | 4.55%         | 0.00%        | 4.55%          |
| Discharge-Expiration                    | 86.36%        | 0.00%        | 86.36%         |
| Dismissed-No Conviction Or Adjudication | 1.52%         | 0.00%        | 1.52%          |
| (blank)                                 | 0.00%         | 0.00%        | 0.00%          |
| <b>Grand Total</b>                      | <b>95.45%</b> | <b>4.55%</b> | <b>100.00%</b> |

| Juvenile 2023                               |               |              |                |
|---|---------------|--------------|----------------|
| Count of Case Number                        | Column Labels |              |                |
| Row Labels                                  | Successful    | Unsuccessful | Grand Total    |
| Closed-no ongoing responsibilities          | 3             |              | 3              |
| Closed-Unsatisfactory                       |               | 5            | 5              |
| Closed-With Conditions Met                  | 9             |              | 9              |
| Discharge-Expiration                        | 23            |              | 23             |
| Discharge-formal adjudication or conviction | 1             |              | 1              |
| Dismissed-No Conviction Or Adjudication     | 16            |              | 16             |
| (blank)                                     |               |              |                |
| <b>Grand Total</b>                          | <b>52</b>     | <b>5</b>     | <b>57</b>      |
| Count of Case Number                        | Column Labels |              |                |
| Row Labels                                  | Successful    | Unsuccessful | Grand Total    |
| Closed-no ongoing responsibilities          | 5.26%         | 0.00%        | 5.26%          |
| Closed-Unsatisfactory                       | 0.00%         | 8.77%        | 8.77%          |
| Closed-With Conditions Met                  | 15.79%        | 0.00%        | 15.79%         |
| Discharge-Expiration                        | 40.35%        | 0.00%        | 40.35%         |
| Discharge-formal adjudication or conviction | 1.75%         | 0.00%        | 1.75%          |
| Dismissed-No Conviction Or Adjudication     | 28.07%        | 0.00%        | 28.07%         |
| (blank)                                     | 0.00%         | 0.00%        | 0.00%          |
| <b>Grand Total</b>                          | <b>91.23%</b> | <b>8.77%</b> | <b>100.00%</b> |

## Steele-Waseca Drug Court

The Steele-Waseca Drug Court began in 2014 and expanded in January 2017, to include a DWI Court Track, which works with high-risk/high-need repeat DWI offenders. As of December 31, 2023, there were 14 Waseca County participants in the program with a total of 33 in both counties. To date, 37 Waseca County offenders have graduated from this program, and a total of 100 have graduated from both counties.

## Core Interventions and Evidence-Based Practices (EBP)

An evidence-based approach involves an ongoing, critical review of research literature to determine what information is credible, and what policies and practices would be most effective given the best available evidence. It also involves rigorous quality assurance and evaluation to ensure that evidence-based practices are replicated with fidelity, and that new practices are evaluated to determine their effectiveness.

Below are several EBP approaches our agents utilize in assisting our clients on their road to success:

## Cognitive Behavioral Interventions

Cognitive behavioral intervention (CBI) is a process by which clients learn to become experts of their own behavior. Through CBI, clients learn to examine their thoughts, recognize when negative thoughts are increasing, and then apply strategies to alter those negative thoughts and emotions.

**Decision Points (DP):** More recently our office started teaching Decision Points, which is an open-ended cognitive behavior intervention program designed for delivery with youth and adult populations in contact with the justice system. The program is built on the principle of the “Strategy of Choices” and equips participants with alternative ways to examine their thinking and the related actions that lead them into trouble. The program can be delivered as both a brief intervention and a more intensive intervention with extended program length. Waseca County Court Services collaborates with the Minnesota Department of Corrections Waseca County Agents to offer Decision Points.

**Driving With Care:** This is a cognitive-based drinking and driving program for DUI or DWI offenders. The course is comprehensive and covers a range of topics, including alcohol education, BAC levels, MN state laws, alcohol consumption patterns, and techniques to reduce the risk of reoffending.

**Thinking Reports:** Are cognitive behavioral interventions which draw connections between a client’s thoughts and their behavior. Probation Agents assist clients recognize risky thoughts while guiding a transition to prosocial thinking. This form of cognitive restructuring has proven successful.

## Carey Guides

Carey Guides assist probation agents with tools to support behavior change and skill development among their clients. Each Carey Guide contains worksheets and exercises to help clients better understand how their behaviors are impacting their life and assists them in identifying and working on skills to stay out of trouble.

**Tools on Devices (TOD):** This software allows clients to complete and submit Carey Guides, BITS, and other assignments from their smartphone, tablet, or personal computer. It also includes a resource to help agents decide what tools would most benefit each client.

**Brief Intervention Tools (BIT):** BITS contain skill practice activities to assist in cognitive intervention. There are six BITS: Decision Making, Overcoming Automatic Responses, Problem Solving, Thinking Traps, Overcoming Thinking Traps, and Who I Spend Time With.

## Cost Benefit Analysis

Probation Agents may utilize a cost-benefit analysis to assist clients prioritize goals related to behavior change. Clients may feel overwhelmed at the idea of having so many things to accomplish or do, often with little support at home. Agents guide the client through a cost-benefit analysis to assist them prioritize a ‘to-do list.’

## Negative Thought Stopping Worksheet

The way clients talk to themselves can have a resounding impact on their self-esteem, overall mood, and general well-being. Through identification of negative self-talk, a mind clouded with negativity can be trained to view life more objectively, and positively. Clients can challenge their negative thoughts and take control of their negative thinking.

## Risk Assessments

Waseca County Court Services utilizes risk assessments to set the level of supervision, assist with identifying needs and link individuals to appropriate services. Below are the risk, needs and responsivity assessments used by Waseca County Court Services:

|  |
|--|
| <p><b>The Level of Service/Case Management Inventory (LS/CMI):</b> An assessment that measures the risk and need factors of offenders. It assesses the rehabilitation needs of offenders, their risk of recidivism, and the most relevant factors related to supervision and programming requirements. Key areas measured include:</p> <ol style="list-style-type: none"> <li>1. General risk/need factors, such as criminal history, education, employment, family, marital, leisure, recreation, companions, alcohol, or drug problems, procriminal attitude/orientation, and antisocial pattern.</li> <li>2. Specific risk/need factors, such as personal problems with criminogenic potential, and history of perpetration.</li> <li>3. Prison experience – institutional factors, including history of incarceration and barriers to release.</li> <li>4. Other client issues, such as social, health, and mental health.</li> <li>5. Special responsivity considerations.</li> </ol> |
| <p><b>The Youth Level of Service/Case Management Inventory (YLS/CMI):</b> The YLS/CMI is a gender-informed, culturally informed, strengths-focused risk/needs assessment tool that reliably and accurately classifies and predicts re-offending within male and female juvenile populations (12-18 years). Key areas measured include:</p> <ol style="list-style-type: none"> <li>1. Prior and current offenses/dispositions.</li> <li>2. Education and employment.</li> <li>3. Substance abuse.</li> <li>4. Personality and behavior.</li> <li>5. Family circumstances and parenting.</li> <li>6. Peer relations.</li> <li>7. Leisure and recreation.</li> <li>8. Attitudes and orientation.</li> </ol>   |
| <p><b>Women’s Risk Needs Assessment (WRNA):</b> The WRNA assessment process involves a case file review, a semi-structured interview, a written survey, and a case management treatment plan all tailored to women entering various stages of the criminal justice system; three versions focus on the probation, institutional (in prison), and pre-release stages. The WRNA has been effective at better predicting women’s recidivism and other re-offending behavior.</p>  |
| <p><b>Domestic Violence Inventory (DVI):</b> The Domestic Violence Inventory (DVI) is an evidence-based self-report test that is used to evaluate adult (males and females) accused or convicted of domestic violence. The DVI is a domestic violence offender risk assessment tool. In addition to evaluating an offender’s predisposition for violence, per se, the DVI screens adjunctive factors, such as offender truthfulness, substance (alcohol and other drugs) abuse, controlling tendencies, and stress management skills. These contributing factors (criminogenic needs) are represented in the DVI as scales (measures). Domestic Violence Inventory (DVI) Scales:</p> <ol style="list-style-type: none"> <li>1. Truthfulness Scale;</li> <li>2. Violence Scale;</li> <li>3. Control Scale;</li> <li>4. Alcohol Scale;</li> <li>5. Drug Scale;</li> <li>6. Stress Coping Abilities Scale</li> </ol>  |
| <p><b>Impaired Driving Assessment (IDA):</b> The IDA is a differential screening assessment that consists of 45 items across two components designed to estimate the risk for future impaired driving, provide preliminary guidelines for service needs, estimate the level of responsivity to supervision and services, and identify the degree in which traffic safety has been jeopardized among individuals convicted of a DWI offense.</p>  |
| <p><b>Ontario Domestic Assault Risk Assessment (ODARA):</b> Waseca County Court Services is researching the ODARA to potentially utilized with supervision of individuals on probation for an intimate partner violence offense. The ODARA is an actuarial tool for estimating the risk that a domestic violence offender will assault a partner again. Its scores indicate how a domestic offender compares with other domestic offenders in terms of risk for re-offense. Higher scores are related to frequency and severity of future assaults and shorter time until re-offense.</p>  |

## Path to a Case Plan

The Waseca County Court Services Path to a Case Plan was developed by the Waseca County Court Services Evidence Based Practices Committee utilizing the six-steps to a case plan: engage client, formal assessment, providing feedback, on targeted change, checking for alignment and documentation (case plan). The Path to a Case Plan outlines the initial sessions guiding the client and agent towards a quality case plan.

| # of Sessions | Goals                    | Review   | Activity  | Homework                                    |
|---------------|--------------------------|--|---|---|
| 1 to 2        | Engage Client            | - Court Conditions<br>- Expectations                             | - Build Rapport<br>- Role Clarification   | N/A   |
| 1             | Formal Assessment        | - Roles / Expectations   | - Completion of formal assessment (this step may be completed during PSI/PDI)<br>- Re-Assessments (per department policy)   | N/A   |
| 3 to 4        | Provide Feedback         | - Roles / Expectations<br>- Formal Assessment<br>- Re-Assessment | - Carey Guide "Your Guide to Success"   | "Your Guide to Success"                     |
| Varies        | Focus on Targeted Change | - Roles / Expectations<br>- Previous Session Homework            | - Carey Guide "Responsivity"<br>- Carey Guide "Maximizing Strengths" (after Responsivity if client struggles with identifying strengths)  | "Responsivity"<br>"Maximizing Strengths"    |
| Varies        | Checking for Alignment   | - Roles / Expectations<br>- Previous Session Homework            | Client struggles with alignment:<br>- Review "BioPoem," "Value Cards," seek feedback from other agents.<br><br>Client does not struggle with alignment:<br>- Review Waseca EBP Driver | Dependent on assignment / Waseca EBP Driver |
| On-Going      | Documentation            | - Is Ready for a SMART Goal                                      | - Carey Guide "Case Plan"   | Carey Guide "Case Plan," Tools 1 and 2.     |

## Case Plan

Case planning involves analyzing client’s problems, establishing goals to address these problems, assigning priorities to these goals, and designing action steps to reach these goals within a given time frame.

## Victim Concerns

Waseca County Court Services is committed to assisting victims of a crime as part of our core mission “providing for victim and community reparations.” Waseca County Court Services makes every attempt to contact the victim of a crime to advise them of victim rights, information related to restitution requests, victim impact statement and any additional helpful information.

Waseca County Court Services agents also work closely with the Waseca County Victim/Witness Coordinator. The victim/witness coordinator advises victims of their legal rights and status of the cases. Waseca County agents coordinate with the victim/witness coordinator prior to contacting a victim to ensure there is a central point of contact for victim communication. Additionally, Waseca County Court Services prioritize restitution payments when working with clients to ensure victims are compensated for their loss of the crime.



## Correctional Fees

Waseca County Court Services imposes both correctional fees and supervision fees as defined by Minnesota Statute 244.18. Supervision fees include adult and juvenile supervision fees, transfer fees and PSI fees. Correctional fees include drug testing, DVI/cognitive skills programming, and SCRAM.

As required by Minnesota Statute 244.19, Waseca County Court Services will phase out all supervision fees by August 2027. Supervision fees and correctional fees assist with off-setting the county levy and assist with funding: training, EBP materials (Carey Guides, LSI-R: SV, etc..) drug testing supplies, etc.

Additionally, Waseca County Court Services has a fee waiver process whereas if the supervising agent determines the client has an 1) inability to pay fees or 2) low likelihood or hardship the agent may request, from the director, a fee waiver for partial or all the supervision or correctional fees.

Below is an aggregate report of supervision fees and correctional fees.

| Year: | Fees Assessed | Fees Collected |
|-------|---------------|----------------|
| 2023  | \$27,225      | \$15,335       |
| 2022  | \$29,725      | \$12,397       |
| 2021  | \$28,600      | \$12,597       |
| 2020  | \$24,675      | \$20,305       |

### Fee Schedule

| Court Services Fees   | Current Fee |
|---|-------------|
| Adult: Gross Misdemeanor  | \$300.00    |
| Adult: Misdemeanor  | \$200.00    |
| Adult: Transfer Out to Another County   | \$75.00     |
| Adult: Unsupervised/Administrative Probation  | \$50.00     |
| Adult: PSI Only (no probation supervision)  | \$100.00    |
| Domestic Violence Assessment  | \$25.00     |
| Drug Test: Non-Waseca County Court Services Cases - Onsite Tests  | \$20.00     |
| Drug Test: Lab Confirmation (Non-Waseca County Court Services Cases)  | \$25.00     |
| Drug Test: Positive/Diluted/No Show (assessed only if client denies test, which requires test to be sent to lab for confirmation) | \$50.00     |
| Juvenile: Diversion/Petty Misdemeanors  | \$25.00     |
| Juvenile: Probation   | \$50.00     |
| Program: Cognitive Skills (\$50 reimbursement if paid up front and attend all classes)  | \$200.00    |
| Program: Cognitive Skills Termination Fee   | \$50.00     |
| Program: SCRAM  | \$10/day    |
| Program: SCRAMx   | \$11/day    |
| Program: STS Termination Fee  | \$50        |

# Contracted Services and Proposals for New Services

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## East Region Juvenile Center

Waseca County Court Services, through the Minnesota Prairie County Alliance (MNPrairie), shares a 1.5 bed contract with Anoka County East Regional Juvenile Center (ERJC) for secure juvenile detention and treatment services. MNPrairie is a human service Joint Powers Agreement with Dodge, Steele, and Waseca Counties. The contract allows for 1.5 contract beds for the three member counties.

ERJC is a maximum-security facility, serving males and females, 10 to 18, who have committed delinquent acts. Services provided by ERJC include detention, short-term program (30/15, 60/30, 90/60 day), 50/30 stabilization transition, 70-90 new choice chemical dependency and 21-day diagnostic assessment.

The ERJC contract is for detention/secure placement services. As previously noted, Waseca County Court Services agents utilize all available resources to limit the use of juvenile detention placement. Examples of resources used include house arrest, electronic home monitoring, GPS monitoring, increased contact, increased programming, respite care. Detention services are used as a last resort.

| Year | Juveniles placed in detention/Secure: | Total number of detention beds |
|------|---------------------------------------|--------------------------------|
| 2023 | 6                                     | 287                            |
| 2022 | 4                                     | 192                            |

\*No Community Supervision Funding is used for the above contracted service. The above detention contract is paid for utilizing county funds allocated through the MNPrairie Joint Powers Agreement.

## Sentence to Service

Sentence to Service (STS) is a sentencing alternative for courts that puts nonviolent offenders to work on community improvement projects. Supervised STS crews work in parks and other public areas, frequently in combination with jail time. Our STS program is a joint effort with neighboring Le Sueur County and the Minnesota Department of Corrections.

The STS Coordinator is employed through the Minnesota Department of Corrections (MN DOC) and budget expenses are covered by the MN DOC. Waseca County and LeSueur County equally share 75% of the cost of the program. The MN DOC covers the remaining 25% of the program. 2023 Waseca County portion for the STS program was \$38,814.

\*No Community Supervision Funding is used for the STS program.

# Budget / Budget Narrative

## Court Services

| Revenue           | 2022 Actual      | 2023 Actual      | 2024 Budget      | Explanation                      |
|-------------------|------------------|------------------|------------------|----------------------------------|
| Property Tax Levy | \$506,947        | \$412,432        | \$466,312        | N/A                              |
| CPO Reimbursement | \$152,450        | \$264,580        | \$274,622        | Reimbursement from MN DOC        |
| Fees              | \$12,397         | \$13,335         | \$12,200         | Supervision, Correctional fees   |
| Grants            | \$5,636          | \$4,272          | \$7,000          | REAM Grant                       |
| Other             | \$0              | \$0              | \$5,000          | Juvenile Mental Health Screening |
| <b>Total</b>      | <b>\$677,430</b> | <b>\$694,619</b> | <b>\$765,134</b> |                                  |

| Expenses             | 2022 Actual      | 2023 Actual      | 2024 Budget      | Explanation   |
|----------------------|------------------|------------------|------------------|---|
| Personnel            | \$616,923        | \$629,008        | \$681,934        | Salary and fringe for director, administrative assistant and four probation agents.                               |
| Travel               | \$792            | \$400            | \$1,000          | County Vehicles is included in Maintenance Budget.  |
| Training             | \$6,516          | \$6,974          | \$7,500          | Training expenses   |
| Contracted Services  | \$38,176         | \$38,814         | \$39,500         | Portion of STS program  |
| Supplies & Materials | \$6,625          | \$4,502          | 17,400           | Materials, supplies, drug testing, juvenile mental health screening expenses (mental health screening grant-2024) |
| Other                | \$8,398          | \$14,921         | 17,800           | Telephone, meal reimbursement, CSTS/BCA fees, community compliance monitoring                                     |
| <b>Total</b>         | <b>\$677,430</b> | <b>\$694,619</b> | <b>\$765,134</b> |   |

## Steele Waseca Drug Court

Waseca County Court Services manages the budget for the Steele-Waseca Drug Court. Waseca County serves as the flow-through for local, state, and federal grants, and Minnesota Judicial Branch funding which fund the drug court program.

| Revenue      | 2022 Actual      | 2023 Actual      | 2024 Budget      | Explanation  |
|--------------|------------------|------------------|------------------|--|
| County Levy  | N/A              | N/A              | N/A              |  |
| Fees         | \$655            | \$9,684          | \$2,000          | *see below   |
| Grants       | \$253,422        | \$277,991        | \$246,275        | Judicial Branch reimbursement and DWI track grant. |
| <b>Total</b> | <b>\$254,077</b> | <b>\$287,675</b> | <b>\$248,275</b> |  |

\*As of 2016/2017 Waseca County Court Services no longer collected drug court participation fees. All drug court participation fees are collected by Court Administration. The above "fees" amount shows the spend down of previous participation fees collected by Waseca County.

| Expenses             | 2022 Actual      | 2023 Actual      | 2024 Budget      | Explanation   |
|----------------------|------------------|------------------|------------------|---|
| Personnel            | \$218,611        | \$211,457        | \$230,385        | Salary and fringe for coordinator and probation agent |
| Travel               | \$4,009          | \$3,764          | \$4,000          | Mileage for county vehicle                            |
| Training             | \$884            | \$5,803          | \$1,250          | Training (staff and drug court team)                  |
| Supplies & Materials | \$20,573         | \$55,120         | \$12,640         | Drug testing, cell phone, supplies, meals,            |
| Other                | \$10,000         | \$11,531         | \$0              | Program Evaluation                                    |
| <b>Total</b>         | <b>\$254,077</b> | <b>\$287,675</b> | <b>\$248,275</b> |   |

## 2023 Highlights

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- In July of 2023, hired Administrative Assistant Carrie Deml to replace Liz Miller.
- In July of 2023, hired Corrections Agent John Frid to replace Cody Flowers.
- The State of Minnesota passed a new Supervision Funding Formula, which enhanced funding for community supervision.
- Development of specialized caseloads and programs (pretrial, low, high/enhanced, high risk DWI, female, domestic)
- Agent Landi Dulas was trained in the Women’s Risk Needs Assessment (WRNA)
- Agent Landi Dulas was promoted to Career Agent (as of January 1, 2024)
- Director Jonathan Schiro was elected president of the Minnesota Association of County Probation Officers (MACPO).
- Director Jonathan Schiro was appointed to represent MACPO at the State of Minnesota Community Supervision Advisory Counsel.
- Our department collaborated with Waseca County Minnesota Department of Corrections Agents to offer a Decision Points Cognitive Skills program, including a gender specific (female) group.
- Our department went paperless.
- We switched from using the POSIT assessment to the MAYSI, which is a juvenile mental health screening tool.

## Strategic Planning

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Strategic planning is a representation of vision, created to drive organizational change and transformation. As outlined throughout this Comprehensive Plan, Waseca County Court Services embraces an evidence-based practice approach to probation services, including (but not limited to): validated risk/needs assessment, path to a case plan, cognitive behavioral programming, and outcome measures. Waseca County Court Services continues to meet with our local justice and county partners to ensure department success and long-term strategic planning. Short-term goals include:

### 2024 Goals

1. Waseca County Court Services is committed to providing evidence-based probation services to assist our clients with positive behavior changes:
  - a) Fully implement specialized caseloads utilizing evidence-based programming and risk assessments.
  - b) Continue, at minimum, quarterly Evidence-Based Practice Office Committee meetings to continue to advance best practices within our office.
  - c) Implement evidence-based practice recommendations from the Community Supervision Advisory Counsel, including case planning, training (gender responsive, culturally appropriate and trauma informed approaches), sanctions/incentives grid, etc.
2. Waseca County Court Services is committed to providing a safe working environment for staff, clients, and the public.

## 2024 Waseca County Court Services Comprehensive Plan

- a) Continue, at minimum, quarterly office Safety Committee meetings.
- b) The Safety Committee will review and recommend a safety training schedule, safety equipment, and review and update office safety policies and procedures.
- c) Identify an agent to work with the MACPO Safety Committee on statewide safety initiatives.
3. Waseca County Court Services is committed to providing victim and community reparations:
  - a) Waseca County Court Services will increase the percentage of restitution paid to victims.
  - b) Waseca County Court Services will work with the Waseca County Victim/Witness Coordinator to enhance victim communication and notification.
  - c) Waseca County Court Services Intimate Partner Violence Agent will work on enhancing victim services related to intimate partner violence.
4. Waseca County Court Services is committed to providing evidence-based services through the measurement and evaluation of services:
  - d) Implementing the recommended data practices by the Community Supervision Advisory Counsel, through the Data Committee: including performance indicators for supervision success and recidivism and standardize data classification.
  - e) Identify local performance indicators to report to the County Board, Criminal Justice Committee, staff, and Commissioner of Corrections.