

# ***Allen County Community Corrections 2009-2010 Fiscal Year Annual Report***

***Presented to the Allen County Community Corrections  
Advisory Board on November 18, 2010***

***by***

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201 West Superior Street  
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***Coordinated and Compiled by:  
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# Section I - Introduction

## Part A: Mission Statement

The mission of Allen County Community Corrections is to operate a community based program that provides services to offenders, persons charged with a crime or an act of delinquency, persons sentenced to imprisonment, or victims of crime or delinquency to meet the needs of the individual criminal offender, victims of crime and the community at large.

Adopted by Advisory Board, July, 2001

## Part B: Allen County Community Corrections Advisory Board Members – Past and Present

The Allen County Community Corrections Advisory Board was established in December, 1984 with members serving unspecified terms by status or appointment. The advisory board members as listed on the original roster were:

Mayor Winfield Moses  
City-County Building  
Room 900  
Fort Wayne, IN 46802

Honorable Judge Thomas L. Ryan  
Allen County Circuit Court  
Allen County Court House  
Fort Wayne, IN 46802

Mr. Jack Worthman  
Allen County Commissioner  
Rm. 200 City-County Building  
Fort Wayne, IN 46802

Mr. Claron Hanefeld  
East Allen County Schools  
1000 Prospect Avenue  
New Haven, IN 46774

Doctor Elmer Zweig  
Washington House, Inc.  
2720 Culbertson Street  
Fort Wayne, IN 46804

Mr. Charles Leonard  
Attorney at Law  
214 Inland Building  
Fort Wayne, IN 46802

Mr. James Winters  
Wayne Township Trustee  
425 South Calhoun Street  
Fort Wayne, IN 46802

Honorable Judge Herman Busse  
1520 Runnion  
Fort Wayne, IN 46802

Mr. Ian Roland  
Chairman Lincoln National Corp.  
1300 South Clinton  
Fort Wayne, IN 46802

Mr. Richard Clark, President  
Fort Wayne Chamber of Commerce  
826 Ewing Street  
Fort Wayne, IN 46802

Honorable Judge William Briggs  
Allen Superior Court  
Allen County Court House, Room 208  
Fort Wayne, IN 46802

Mr. John Heiny  
Allen County Department of Public Welfare

Mr. Stephen Sims  
Prosecuting Attorney of Allen County

4820 New Haven Avenue  
Fort Wayne, IN 46803

Daniel Figel, Sheriff of Allen County  
Allen County Court House  
Fort Wayne, IN 46802

Allen County Court House, Room 205  
Fort Wayne, IN 46802

Mr. Jeff Leffers, Asst. Chief  
Allen County Adult Probation Department  
1 West Superior Street  
Fort Wayne, IN 46802

The document on the following page is a copy of the original resolution requesting that the Allen County Commissioners authorize an application to the Indiana Department of Correction Advisory on February 1, 1985. It was signed by the board chairman, Sheriff, Dan Figel and the Secretary-Treasurer, Jeff Leffers.

Pursuant to IC 11-12, membership of the Allen County Community Corrections Advisory Board is currently to consist of the following due to office or position held at time of appointment: County Sheriff; Prosecuting Attorney; Director of County Division of Family Resources and an Executive of the most populous municipality in the county or the executive's designee. The Circuit Court Judge appoints three members having the following status: Two (2) Judges having Criminal Jurisdiction, and one (1) Judge having Juvenile Jurisdiction. One Public Defender or the Public Defender's designee, if available, or one attorney with a substantial criminal defense practice is appointed by the County Executive. The County Commissioners appoint eleven (11) members to serve for a period of four years: One education administrator; one representative of a private corrections agency, if such agency exists in County; one mental health administrator; one ex-offender; one county fiscal member; one victim and four lay-persons, at least one of whom must be a member of a minority race and is willing to serve (11-12-2 (b) Designees of officials designated under subsection (a) (1) through (a) (7) and (a) (10) (A) serve at the pleasure of the designated official).

ACCC Board

Resolution

Be it resolved that the Allen County Community Corrections Advisory Board, at its first meeting on February 1, 1985, finds that a need exists in Allen County for Community Corrections and desires and recommends that the Allen County Commissioners authorize a grant application, therefore in accordance with the law.

Dated this first day of February, 1985,

Chairman: Daniel R. Sigel  
Allen County Community Corrections Advisory Board

Secretary-  
Treasurer: Jeff Zeffers  
Allen County Community Corrections Advisory Board

Two Advisory Board members have ended their terms of service to the agency at the close of this past fiscal year. David Sprague, President of the Old Fort Specialty Company, has served at the victim representative for the past twenty years. His representation of the concerns of victims has been invaluable in shaping the direction of the agency. Also, Paula Hughes, President of the Allen County Council completed her two-year term and Bill Brown, Allen County Commissioner are completing their terms. There service to the agency has been invaluable. The Advisory Board members who served during the past year are listed below. Officers of the board are also designated.

\*Chair                      \*\*Vice-Chair                      #Secretary                      P=May have proxy

**ALLEN COUNTY COMMUNITY CORRECTIONS**  
**ADVISORY BOARD MEMBERS –2009-2010**

Tom Henry  
Mayor of Fort Wayne  
9th Floor City-County Building  
Fort Wayne, IN 46802  
427-1111                      fax 427-1115  
Term: Status  
Pos: Executive / Mayor    *P*  
Email: [tom.henry@ci.ft-wayne.in.us](mailto:tom.henry@ci.ft-wayne.in.us)  
[leslie.lanier-torres@ci.ft-wayne.in.us](mailto:leslie.lanier-torres@ci.ft-wayne.in.us)

Beth Beams  
Center for Non-Violence  
235 West Creighton  
Fort Wayne, IN 46803  
456-4112                      fax 456-1086  
Term: 1/1/08-12/31/11  
Pos: Lay-Person  
Email: [bbeams@centerfornv.org](mailto:bbeams@centerfornv.org)

Ruth Anne Sprunger  
Mental Health Association  
227 E Washington Blvd. Suite 100  
Fort Wayne, IN 46802  
422-6441                      fax 423-3400  
Term: 5/1/06 – 4/30/10  
Pos: Mental Health Administrator  
Email: [ndaugherty@mhaac.com](mailto:ndaugherty@mhaac.com)

Karen Richards  
Prosecuting Attorney, Allen County  
3<sup>rd</sup> Floor Keystone Building  
602 South Calhoun Street  
Fort Wayne, IN 46802  
449-7641                      fax 449-7436  
Term: Status    Pos: Prosecutor    *P*  
Email: [prosecutor@acpao.org](mailto:prosecutor@acpao.org)

Honorable Thomas Felts, Judge    \*\*  
Allen Circuit Court  
Room 300, Courthouse  
Fort Wayne, IN 46802  
449-7602                      fax 449-7652  
Term: 2007-2010  
Pos: Judge w/ Criminal Jurisdiction    *P*  
Email: [thomas.felts@co.allen.in.us](mailto:thomas.felts@co.allen.in.us)

Randall Hammond  
Chief Public Defender  
800 South Calhoun Street  
Fort Wayne, IN 46802  
420-6000                      fax 424-6000  
Term: 07/1709 – 4/30/10  
Pos: Public Defender    *P*  
Email: [rhammond@fwlawfirm.com](mailto:rhammond@fwlawfirm.com)

Honorable Stephen Sims, Judge  
Allen Superior Court, Juvenile  
Juvenile Justice Center, 2929 Wells St.  
Fort Wayne, IN 46808  
449-7161                      fax 449-4240  
Term: 2009-2012  
Pos: Judge w/ Juvenile Jurisdiction    *P*  
Email: [stephen.sims@acjc.us](mailto:stephen.sims@acjc.us)

Kenneth Fries  
Sheriff, Allen County  
Room 102, Courthouse  
Fort Wayne, IN 46802  
449-7535                      fax 449-7915  
Term: Status  
Pos: Sheriff    *P*  
Email: [kenneth.fries@co.allen.in.us](mailto:kenneth.fries@co.allen.in.us)

Paula Hughes  
Allen County Council Member  
5717 Reed Road  
Fort Wayne, IN 46835  
Cell: 260-450-6507  
Term: 3/28/08-12/31/09  
Pos: County Fiscal Member    *P*  
Email: [paula@paulahughes.com](mailto:paula@paulahughes.com)

Elisha Harris, Assistant Chaplain  
Allen County Jail Ministry  
3209 Village Court Drive  
Fort Wayne, IN 46806  
hm-447-1983 wk-745-3016 cell-615-0046  
Term: 1/1/06 – 12/31/09  
Pos: Ex-Offender  
Email: [ebharr@AOL.COM](mailto:ebharr@AOL.COM)

Honorable Frances Gull, Judge  
Allen Superior Court  
Room 314 Courthouse  
Fort Wayne, IN 46802  
449-7566 fax 449-7919  
Term: 2007-2010  
Pos: Judge w/ Criminal Jurisdiction *P*  
Email: [fran.gull@co.allen.in.us](mailto:fran.gull@co.allen.in.us)

Kim S.Yann  
DFR Regional Manager, Allen Region  
543-B N. Line Street  
Columbia City, IN 46725  
260-244-3249 fax 260-244-6800 cell 260-229-7572  
Term: Status  
Pos: Director of County Div Family/Children *P*  
Email: [Kim.Yann@fssa.in.gov](mailto:Kim.Yann@fssa.in.gov)

David Sprague, President  
Old Fort Specialty Corporation  
3107C East Washington Blvd  
PO Box 12505 (46863)  
Fort Wayne, IN 46803  
747-6161 fax 747-9342  
Term: 5/1/06 – 4/30/10  
Pos: Victim  
Email: [oldfort@teknology.net](mailto:oldfort@teknology.net)

Gradlin (Grady) Pruitt  
L.C. Ward Education Center  
3501 Warsaw Street  
Fort Wayne, IN 46806  
467-4570 fax 467-4597  
Term: 10/05/09 – 12/31/12  
Pos: Education Administrator  
Email: [gradlin.pruitt@fwcs.k12.in.us](mailto:gradlin.pruitt@fwcs.k12.in.us)

William E. Brown  
Commissioner, Allen County  
Room 200, City-County Building  
Fort Wayne, IN 46802  
449-7555 fax 449-7568  
Term: 1/20/07-12/31/10  
Email: [bill.brown@co.allen.in.us](mailto:bill.brown@co.allen.in.us)

Joseph Brita  
Superintendent, Allen County Juvenile Center  
2929 Wells Street  
Fort Wayne, IN 46802  
449-7161 fax 449-4240  
Term: 10/5/09—12/31/12  
Pos: Lay-Person  
Email: [joe.brita@acjc.us](mailto:joe.brita@acjc.us)

Honorable John Surbeck, Judge \*  
Allen Superior Court  
Room 302, Courthouse  
Fort Wayne, IN 46802  
449-7583 fax 449-7919  
Term: 1/1/07-12/31/10  
Pos: Other  
Email: [jsurbeck1@msn.com](mailto:jsurbeck1@msn.com)

F. Nelson Peters, IV  
Allen County Commissioner  
Room 200, City-County Building  
Fort Wayne, IN 46802  
449-7555 fax 449-7568  
Term:  
Pos: Other  
Email: [nelson.peters@co.allen.in.us](mailto:nelson.peters@co.allen.in.us)

Eric Zimmerman, Chief  
Adult Probation Department  
113 West Berry St 3<sup>rd</sup> Floor  
Fort Wayne, IN 46802  
449-7113 fax 449-7285  
Term: 5/1/06 – 4/30/10  
Pos: Probation Officer  
Email: [eric.zimmerman@co.allen.in.us](mailto:eric.zimmerman@co.allen.in.us)

Paul Wilson, CEO #  
Park Center Inc  
909 East State Blvd  
Fort Wayne, IN 46805  
481-2719 fax 480-4230  
Term: 1/1/08-12/31/11  
Pos: Lay-Person  
Email: [pwilson@parkcenter.org](mailto:pwilson@parkcenter.org)

Sheila Hudson, Executive Director  
Allen County Community Corrections  
201 West Superior Street  
Fort Wayne, IN 46802  
449-7252 fax 449-7308  
Pos: Ex-Officio / Agency Director  
Email: [sheila.hudson@co.allen.in.us](mailto:sheila.hudson@co.allen.in.us)

## Part C: Judges with Criminal Jurisdiction

Superior Court - Criminal Division	
715 S. Calhoun Street Fort Wayne, IN 46802	
<u>Judges</u> Hon. Frances C. Gull (260) 449-7566  Hon. Kenneth R. Scheibenberger (260) 449-7566  Hon. John F. Surbeck, Jr. (260) 449-7566	<u>Magistrates</u> Marcia L. Linsky (260) 449-3416  Robert E. Ross (260) 449-3416  Robert J. Schmoll (260) 449-7118
Superior Court - Family Relations Division	
715 S. Calhoun Street Fort Wayne, IN 46802	
<u>Judge</u> Hon. Charles F. Pratt (260) 449-7289  <u>Magistrates</u> Thomas P. Boyer (260) 449-7275  Lori K. Morgan (260) 449-4121	2929 N. Wells Street Fort Wayne, IN 46808  <u>Judge</u> Hon. Stephen M. Sims (260) 449-8008  <u>Magistrate</u> Karen A. Springer (260) 449-8008  <u>Juvenile Referee</u> Carolyn Foley (260) 449-8008
Circuit Court	
715 South Calhoun Street, #300 Fort Wayne, IN 46802	
(260) 449-7602 (260) 449-7652 [fax]	
<u>Court Administrator</u> Tim Miller (260) 449-7602  <u>Judge</u> Hon. Thomas J. Felts (260) 449-7602  <u>Magistrate</u> Craig J. Bobay (260) 449-7602	
<u>Hearing Officer</u> John Kitch (260) 449-4004	



## Part D: Community Information

The data for this portion of the report were taken from the following website which was accessed on September 9, 2010:

<http://quickfacts.census.gov/qfd/states/18/18003.html>

<b>Allen County Population, 2009 Estimate</b>	<b>353,888</b>
Percent Female	50.9
Percent Male	49.1
Percent Caucasian	83.7
Percent African American	11.9
Percent Hispanic, Latino	6.4
Percent Asian	2.1
Percent American Indian/Alaskan Native	.5
<b>Percent High School Graduate</b>	<b>85.7</b>
<b>Percent w/ Bachelor Degree or Higher</b>	<b>22.7</b>
<b>Median Household Income, 2008</b>	<b>\$49,110.00</b>
<b>Percent Below Poverty Level, 2008</b>	<b>11.5</b>

## **Part E: Agency History (1985 – Present)**

1985: Initiated operations with funding from a D.O.C. grant

1986: First Electronic monitoring system

1991: Began operations as an independent agency

1994: Case management separated from field monitoring

1997: Field Officers began law enforcement training at the Indiana Law Enforcement Academy,  
(I.L.E.A.)

1997: Certified as an Intensive Outpatient Treatment Provider Site

1999: The Community Transition Program was initiated as a vehicle to work with offenders incarcerated  
at the Indiana Department of Correction who are eligible for an early release from prison

2000: Allen County Police Officers joined the field supervision team

2000: Completed construction of new 20,000 square foot building

2000: Enhanced psychology and personality testing was included in the forensic mental health evaluation  
process

2001: ReEntry court established and participants monitored

2002: Employment academy offered to participants

2002: Ft. Wayne Police Officers joined field supervision team

2004: Evaluation of the first two years of the Reentry Court Program (2001-2003) was completed

2004: Introduced motivational interviewing (M.I.N.T.) along with case management

2004: Introduced “Program Identification and Placement” (P.I.P.)

2005: Initiated the “Focusing on Reentry: A Change” classes

2005: Introduced “Adult Basic Education” classes

2005: Introduced “English Language Literacy” (E.L.L.)

2006: Evaluation of the first four years of the Reentry Court Program (2001-2005) was completed

2007: Introduced Motivational Interviewing for all staff

2007: Introduced Gaining Control (anger management)

2008: Staff members attended Correctional Program Assessment Inventory (C.P.A.I.) training

2008 Staff members attended Effective Practices in Correctional Settings (E.P.I.C.S.) training

- 2008: Police Canine added to the field division. The handler & K9 were certified in obedience, evidence search, tracking, narcotics & gun detection, through the Allen County Police Department \*(not trained in aggression)\*
- 2008: MINT trainers presented structured motivational interviewing training to the Indiana Judicial Center
- 2008: Evaluation of seven years of the Reentry Court Program (2001-2008) completed
- 2009: Field Officers authorized to carry Taser guns, and are certified through the Allen County Police Department
- 2009: Comprehensive Field Training Officer program developed and implemented for the Field Division
- 2009: Kelly House (former Washington House building) deeded by the Washington House board to the Allen County Board of Commissioners for use by Allen County Community Corrections to implement a modified therapeutic community program.
- 2009: Kelley House zoning approved by the Allen County Zoning Board
- 2009: Reentry Court Program certified through the Indiana Judicial Center

# Section II – Updates on 2008-2009 Initiatives

## Part A: Reentry Court Certification

In February, 2008, Allen County Community Corrections began the process of making application for certification from the Indiana Judicial Center (IJC) for the Allen Superior Reentry Court under 33-23-14-1.

IJC staff members made a site visit and interviewed staff members of ACCC and community members working with the Reentry Court. The Allen County Reentry Court received a summary of suggestions that needed to be met prior to receiving the certification. ACCC staff worked diligently to complete the task put in place by ICJ and meet the deadlines. A Reentry Court manual was produced for the program and accepted by IJC along with numerous other documents specific to Reentry Court.

During this time, ACCC developed the Court Decorum Program to teach offenders how to present in a court setting, providing them time to roll play, ask questions and get appropriate clothing for their appearance in Court.

On August 29, 2009, the Allen County Reentry Court was certified by the Indiana Judicial Center. The certification is a three (3) year certification and the Reentry Court staff will be required to maintain compliance with the certification rules and are subject to random audits by IJC staff.

The Allen County Reentry Court Judge, Allen County Community Corrections Executive Director and the Problem Solving Courts Coordinator are members of the Problem Solving Courts Rules Committee. New Problem Solving Courts legislation was passed in 2010, whereby rules were to be adopted establishing the requirements and procedures for problem solving courts under IC 33-23-16.

## Part B: Indiana Supreme Court, Reentry Court Grant

In April, 2010, Allen County Community Corrections applied for a grant of discretionary funds that were made available through Indiana Supreme Court Chief Justice, Randall T. Shepard of the Indiana Supreme Court. The maximum award available was \$10,000. Allen County Community Corrections proposed using the funds for supportive services for offenders returning the Allen County ReEntry Court Program.

Notice was received on May 21, 2010, that the Allen Superior ReEntry Court Program was approved for \$7,500 of the original grant request. The amounts provided below were estimation of the proportions of the grant money that would be allotted to the general categories listed. Actual expenditures may be adjusted based on the needs of the offenders who require access to the services.

Transportation Services	\$3,000
Medical / Mental Health Services	\$1,500
Medical Services/medications	\$1,500
Other Services (Transportation, clothing, etc.)	\$1,500

The Allen County ReEntry Court Program and its staff are very appreciative that Chief Justice Shepard has been willing to lend the Supreme Court's financial support to reentry courts across the state and will continue to seek this funding as long as it is available.

## **Part C: Field Division – Field Training Officer Program**

Allen County Sheriff's Department Cpl. Kent Herriott developed a field training officer program in the previous year and presented the program to a statewide Problem-solving Courts conference in October, 2009. The two newest officers in the Field Division have been trained under this new training program. The officers in the Field Division that were hired prior to the implementation of this comprehensive training program were trained on the information in the training program and required to complete the scenarios and associated tests.

## **Part D: Kelley House**

### **Introduction**

The Kelley House Modified Therapeutic Community (MTC) is designed to address the needs of individuals whom have been determined to experience "co-occurring disorders" and also have involvement in the criminal justice system. "Co-Occurring Disorders" definition is used to identify individuals who have been diagnosed with one mental disorder such as bipolar disorder, major depressive disorder, schizophrenia, post-traumatic stress disorder, in addition to an alcohol or drug use disorder. Each type of disorder can be determined independently from the other and is not the result of a cluster of symptoms from one disorder. Both the mental health disorder and the substance related disorder have their own set of symptoms that may interfere with an individual's ability to function, handle life's difficulties and related to others.

The Kelley House MTC is a highly and active structured community that includes both group and individual opportunities for practicing personal growth and change among individuals who share similar problems. The structure provides a predictable environment with well-defined boundaries and creates a patten and rhythm to the day. This environment teaches its members the "community-as-method" philosophy which allows the residents to learn to support and rely on one another through their recovery and healing process. Members will be asked and encouraged to do things that are uncomfortable or new to them with the understanding that change and the treatment of problems cannot be done alone. Compliance with suggestions and rules which may not initially be understood or easy, is required, therefore, willingness and acceptance will be expected on the members' part.

Behavior is openly addressed in the MTC as a way of bringing an individual's positive and negative behaviors to light. To "pull up" a peer's negative behavior is to report that behavior and bring it to the peer's awareness. Members are urged to openly disclose their negative thoughts and behaviors, and their mental health symptoms, as this is the opposite of what they have learned up until this point. Private behavior becomes public and members learn a new sense of self-respect and confidence. The community offers peer support and control as a powerful tool that reinforces positive attitudes and behaviors and ultimately helps reshape values and lifestyles. Treatment in the MTC is used to help reduce symptoms and impairments, provide sound a foundation, tools and skills to prevent re-occurrence and foster growth and development.

### **Kelley House Eligibility Criteria**

A recommendation for Kelley House MTC placement is given to those who experienced a change in their mental health stability which may include the recurrence or increase in symptoms or the presence of new symptoms however, this instability is not severe enough to warrant psychiatric inpatient care. Consideration for placement at the Kelley House MTC is given to individuals who have failed to abide by their mental health or substance related treatment recommendations such as the continued use or abuse of substances, not adhering to prescribed medication, self-termination of treatment programs against professional advice. These individuals have had repeated stays in jail or at least one hospitalization and have likely experienced impairment in one of

the following areas: deficiencies in cognitive or psychological functioning; ineffective management of emotions; difficulties maintaining employment; difficulties in interpersonal relationships and interactions; caring for their basic needs; maintaining suitable/stable housing. The Kelley House MTC candidates may also experience a breakdown or lack of personal and/or social support which may put their recovery in jeopardy.

### **Kelley House MTC “Pioneer Group”**

It is suggested by fellow proponents of the Modified Therapeutic Community (MTC) models that the first residents of a Community should be the most positive, motivated and treatment experienced than the residents of follow. This group is to be vigorously trained in the MTC methods and will take on the responsibility (3-6 months in) of establishing the MTC culture. The pioneer group will also be experienced in facilitating the peer to peer support culture to the Community members later on.

### **Kelley House MTC Staff Goals**

The goal of the Kelley House MTC staff involves providing a safe and supportive environment to its community members while acting as “rational authority” and promoting “right living.” As rational authority, the staff is obligated to role model appropriate behavior in a structured and consistent manner, while providing feedback and observation of individual behaviors that may be ineffective. The staff also work to challenge the members to perform tasks or activities that are outside of their comfort zone as a way of fostering self-efficacy and self-confidence. The staff works to help encourage and empower the community members to become aware of their own maladaptive behaviors and also give affirmations to one another for appropriate, pro-social behaviors. The “community-as-method” philosophy is implemented and promoted at all times and community members are urged to use their peers as a means of support, while at the same time the members are supported in finding their own abilities in giving back to the community.

The Kelley House MTC staff act as constant overseers of the management of the community and are responsible for the overall day to day functioning of the community. Staff makes the final decisions on all matters concerning resident status. As rational authority, staff makes all decisions concerning the welfare and status of individuals and the community as a whole. Staff will uphold confidentiality as it pertains to the law and agency policies. The progress of members is tracked and evaluated by staff on an ongoing basis.

### **Program Description**

The process of treatment follows a stage and phase format and is comprised of 5 phases. This format mirrors the individual’s movement through the program, describing program and resident goals, objectives, methods and expected outcomes and also provides criteria for progression from one stage to the next. In the Kelley House MTC, more time and flexibility will be spent on engaging and stabilizing the individual in the community and the rate of advancement is tailored to the individual to allow for developmental and diagnostic differences, as well as variability in rates of learning. Movement to the next phase requires a written request from the member, followed by an interview with Kelley House MTC staff who will then determine if the request will be granted in a “Right of Passage” ceremony.

The first phase, called the “Orientation Phase,” allows members to become acclimated to the community in the first 30 days of residing in the MTC. Residents are introduced to the rules and guidelines that they will be expected to follow. Residents will be assigned a “big brother” or “big sister,” a more experienced resident, who will guide them through the transition of the basic rules of the community. During this time they are also being assessed for their strengths and deficiencies involving their mental condition, substance use and criminal thinking. Determination is made based on the degree of their concrete and treatment needs. Residents will be

expected to attend any required programming during this phase. Contact with family is prohibited during this phase.

The second phase, called the “Commitment Phase” aims to foster and promote psychological and social growth as a community member. The residents begin modeling appropriate behavior at all times. The focus in this phase is on helping them identify their own self-defeating behaviors and thoughts while beginning to use the community as a support and a means of receiving feedback to change those aspects. During this time responsibilities for the members in the MTC increase, as well as their privileges. The Kelley House MTC staff begins to identify potential leadership roles for members. “Job” placement begins to occur in the MTC and residents are assigned to specific roles or duties.

The third phase, referred to as the “Senior Phase,” focuses on increased leadership skills, role modeling appropriate behaviors, self-disclosure in groups and pro-social attitudes and behavior. Members entering the Senior Phase must have made significant progress in all areas of treatment before being considered for advancement to this phase. During the Senior Phase responsibilities increase and members may be asked to assist in facilitating in classes and activities in the community and lead by example. Privileges increase during this phase as well.

The fourth phase, referred to as “Maintenance Phase” requires that members be role models in all areas of the treatment program. The amount of groups and support meetings may decrease and they may be permitted to be more active outside of the Kelley House MTC (e.g. obtaining employment, paying restitution) while still relying on the MTC support. Focus is also on relapse prevention and accessing community resources. Members in this phase are preparing for stabilized, productive community living.

The fifth phase, called the “ReEntry” occurs when the member has moved out of the protective environment and living independently or in supported housing. The commitment to the recovery and healing is still a primary focus and this phase allows continued treatment in the MTC as an “aftercare” component. These individuals continue to use their peers as means of support and also continue to develop their self-monitoring and independent functioning.

### **Programming Structure and Content**

The program is structured around 24 hour a day regimens which involves constant, thoughtful activities and interventions. Programming and treatment will include topics that include psychoeducation pertaining to their mental health conditions and substance related disorders, medication adherence and purpose, relationship skills and communication skills. In addition to personal growth, the educational components of the program consist of facilitating job skills, life skills and re-entry skills. The clinical interventions involve “encounter/conflict resolution groups,” gender-specific groups and family therapy/psychoeducation pertaining to the individuals co-occurring disorders. In addition, members will have the opportunity to work with a psychiatrist and/or nurse practitioner if psychiatric medication is warranted.

The community members at the Kelley House MTC will be assigned jobs and duties necessary to the day-to-day functioning of the facility. The purpose of work in a MTC is to reveal and address residents’ attitudes, values and emotional growth issues. Therefore the assignment of these tasks is purposeful and thoughtful for each member. Jobs and other duties are used to shape behavior, encourage positive interpersonal relationships, foster the sense of community, support attitudes that promote right living and teach job skills.

## **Part E: Technology Integration and Upgrades**

In response to Allen County Community Corrections' desire to keep abreast of the latest technological advances, the agency created the Executive Technology and Technology Equipment Committee. This committee will meet on a bi-weekly basis and will be held on a regular basis after the first of the year. The committee will be comprised of the Center Administrator and the Systems and Quality Management Specialist in addition to any other member of the Executive Group who is available. The committee will consider any requests / proposals regarding Technology (ex. Spillman, Omnixx, NCIC/IDACS, CMS etc) and requests for purchases of all technology equipment (ex. projectors, computers, laptops, etc.) Decisions from this committee may be implemented without the majority approval of the Executive Group.

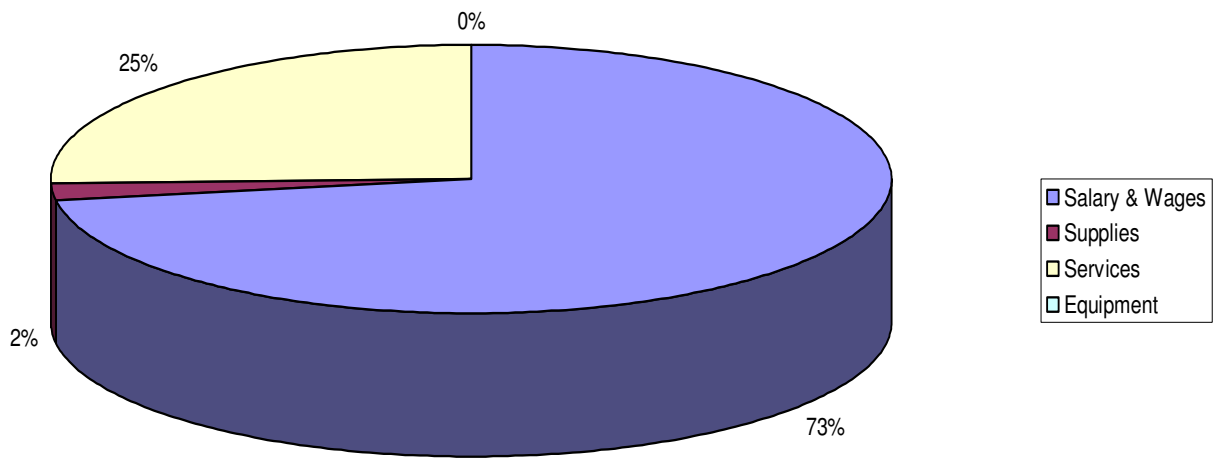




## Part B – Budget Summary

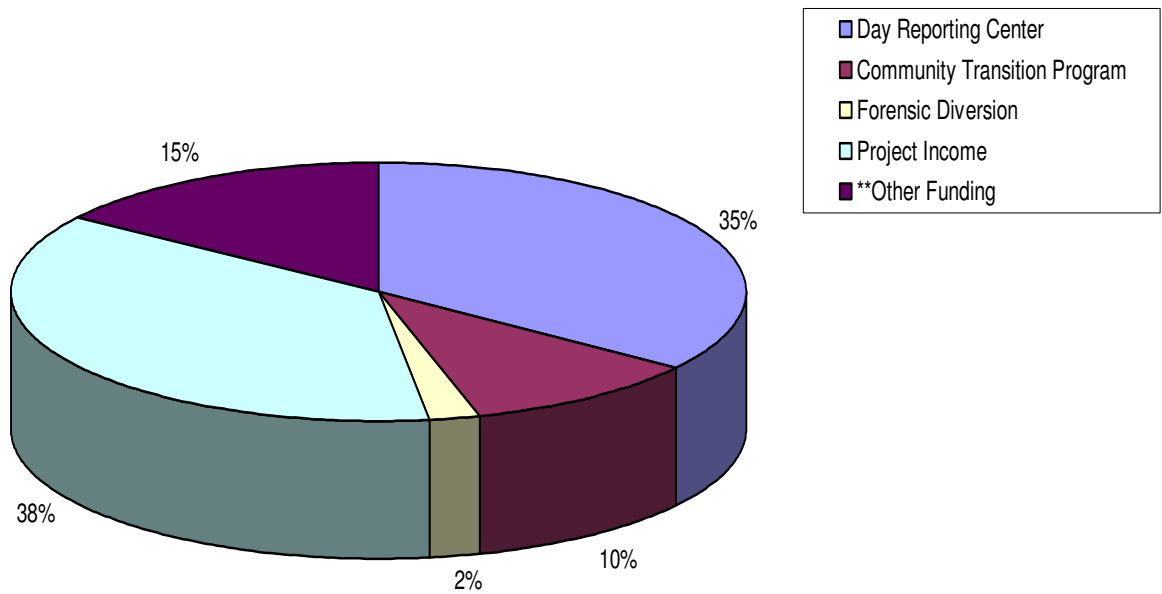
### ALLEN COUNTY COMMUNITY CORRECTIONS BUDGET SUMMARIZED by EXPENDITURE FISCAL YEAR ENDED JUNE 30, 2010

Expenditure	State Funds	User Fees	Matching Funds	Other Fund Sources	Total	%
<u>100 Series</u>						
Salary & Wages	\$ 2,093,661	\$ 2,074,313	\$ -	\$ 66,130	\$4,234,104	72.39%
<u>200 Series</u>						
Supplies	\$ 93,024	\$ 26,300	\$ -	\$ 6,440	\$ 125,764	2.15%
<u>300 Series</u>						
Services	\$ 599,525	\$ 62,237	\$ -	\$ 823,321	\$1,485,083	25.39%
<u>400 Series</u>						
Equipment	\$ 4,106	\$ -	\$ -	\$ -	\$ 4,106	0.07%
<b>BUDGET SUMMARY</b>	<b>\$ 2,790,316</b>	<b>\$ 2,162,850</b>	<b>\$ -</b>	<b>\$ 895,891</b>	<b>\$5,849,057</b>	<b>100.00%</b>



**ALLEN COUNTY COMMUNITY CORRECTIONS  
BUDGET SUMMARIZED by COMPONENT  
FISCAL YEAR ENDED JUNE 30, 2010**

<b>Component</b>	<b>State Funds</b>	<b>User Fees</b>	<b>Matching Funds</b>	<b>Other Fund Sources</b>	<b>Total</b>	<b>%</b>
Day Reporting Center	\$2,046,918	\$ -	\$ -	\$ -	\$2,046,918	35.00%
Community Transition Program	\$ 613,507	\$ -	\$ -	\$ -	\$ 613,507	10.49%
Forensic Diversion	\$ 129,891	\$ -	\$ -	\$ -	\$ 129,891	2.22%
Project Income	\$	\$ 2,162,850	\$ -	\$ -	\$2,162,850	36.98%
**Other Funding	\$ -	\$ -	\$ -	\$ 895,891	\$ 895,891	15.32%
<b>BUDGET SUMMARY</b>	<b>\$2,790,316</b>	<b>\$ 2,162,850</b>	<b>\$ -</b>	<b>\$ 895,891</b>	<b>\$5,849,057</b>	<b>100.00%</b>



**ALLEN COUNTY COMMUNITY CORRECTIONS  
PROJECT INCOME/USER FEE FUND  
PROJECT INCOME DETAILS 2009-2010**

<b>PROJECTED PROJECT INCOME FISCAL YEAR 2009-2010</b>	<b>\$</b>	<b><u>2,162,850</u></b>
<b>ACTUAL FUNDS COLLECTED FISCAL YEAR 2009-2010:</b>		<b>%</b>
USER FEES (HOME DETENTION + PROGRAMS)	\$	1,979,759      94.34%
COMMUNITY SERVICE CONTRACTS	\$	64,565            3.08%
ADULT PROBATION (COMMUNITY CONTROL)	\$	8,558             0.41%
CAST/SOGS EVALUATIONS	\$	16,508            0.79%
PRII TRANSITION FEES (HD FEES)	\$	16,371            0.78%
REENTRY COURT GRANT	\$	7,500             0.36%
SEIZURE	\$	2,047             0.10%
MISCELLANEOUS INCOME	\$	3,161             0.15%
<hr/>		
<b>TOTAL PROJECT INCOME REVENUE 2009-2010</b>	<b>\$</b>	<b><u>2,098,469</u>      <u>100.00%</u></b>
<b>PROJECTED FUNDS COLLECTED DEFICIT</b>	<b>\$</b>	<b><u>(64,381)</u></b>
<b>ACTUAL FUND EXPENDITURES FISCAL YEAR 2009-2010:</b>		
Prior Year Cash Balance	\$	3,942
100 Series - Salary & Wages	\$	1,926,530      92.96%
200 Series - Supplies	\$	22,826           1.10%
300 Series - Services	\$	119,059         5.74%
400 Series – Equipment	\$	4,106            0.20%
<hr/>		
<b>TOTAL PROJECT INCOME EXPENDITURES 2009-2010</b>	<b>\$</b>	<b><u>2,072,521</u>      <u>100.00%</u></b>
<b>PROJECTED FUND EXPENDITURES SURPLUS</b>	<b>\$</b>	<b><u>90,329</u></b>
<b>NET PROJECT INCOME ACTIVITY</b>	<b>\$</b>	<b><u><u>29,890</u></u></b>

**ALLEN COUNTY COMMUNITY CORRECTIONS  
PROJECT INCOME/USER FEE FUND  
ACTUAL CASH POSITION**

<b>Account Balance as of July 1, 2009</b>	<b>\$</b>	<b>3,942</b>
Actual funds collected during fiscal year 2009 – 2010	\$	2,098,469
<b>TOTAL ACTUAL FUNDS AVAILABLE</b>	<b>\$</b>	<b><u>2,102,411</u></b>
Actual Expenditures during fiscal year 2009 – 2010	\$	2,072,521
<b>Account Balance as of June 30, 2010</b>	<b>\$</b>	<b><u><u>29,890</u></u></b>

## **Part C – Primary Target Populations**

### **1.) Felony Home Detention – I.C. 35-38-2.5**

This target population consists of felony offenders sentenced under IC 35-38-2.5. They are probationers modified to home detention or probationers receiving enhanced supervision orders.

### **2.) Direct Placement to Community Corrections – I.C. 35-38-2.6**

- Felony offenders whose non-suspendable portion of their sentence may be served as a direct placement.
- Misdemeanor offenders who are charged with a non-suspendable offense may serve, if eligible, the non-suspendable portion of their sentence under this direct placement statute. These misdemeanor supervision services are not funded in part or in whole by the Community Corrections grant funds received from the Department of Correction.

### **3.) Forensic Diversion Program – I.C. 11-12-3.7**

This program serves a) Felony offenders who have pled or have been sentenced under the Forensic Diversion statute to a suspended or executed placement or b) Felony offenders having a probation commitment modified or revoked from the Alcohol Abuse Deterrent Program. Offenders are forensically evaluated, according to the DSM IV standards by the mental health team, to be mentally ill, mentally ill with co-occurring substance abuse dependence disorder, or have a substance abuse dependence disorder (Axis I and Axis II disorders such as Psychotic Disorders, Bipolar Disorders, Depressive Disorders, Borderline Personality Disorder, Schizoid Personality Disorder, and/or Schizotypal Personality Disorder.)

### **4.) Pre-Trial Supervision**

This program targets the population of individuals who have been arrested for an operating while intoxicated offense and have signed and been released from custody according to an order of conditional personal recognizance release. Individuals of this population have previous convictions of operating while intoxicated and have been found by the Allen Circuit Court to be appropriate for supervision. Day reporting supervision that includes monitoring for alcohol and substance use occurs while individuals in the population receive an assessment and staffing by the Community Assessment and Supervision Team (CAST) for the determination of appropriate interventions until the scheduled date of an omnibus hearing between 30 to 45 days following the initial court hearing. This population is not funded by the Indiana Department of Correction grant and consequently must be funded entirely by project income raised by Allen County Community Corrections.

**5.) Reentry Court – I.C. 33-23-14**

This component serves all Department of Correction inmates sentenced through the Allen Superior Court and selected cases from the Allen Circuit Court who are eligible for early release from the Department of Correction under the Community Transition Statute. The target population includes all felons, with a sentence of at least two years, who are residents of Indiana, do not have detainers or warrants, and meet the time requirement of statute. Offenders participating in the year-long Reentry Court program are supervised on electronic monitoring for a presumptive term of six months. This term may be reduced to four months based on the offender's compliance. An extensive forensic mental health evaluation is conducted upon the offender's release from prison. A Change Plan that is created with input from the offender becomes the roadmap for the offender's supervision for the upcoming year. All offenders in the Reentry Court Program regularly appear before the Reentry Court Judge. One of the incentives to ReEntry Court is a possible time reduction on the two (2) year mandated parole sentence and reduction in the probation (split) sentence. The agency is reimbursed in accordance with the Community Transition statute but only for the portion of time that the offender was released early from the Indiana Department of Correction (on average 100 days). The remaining 265 days are funded through the agency's project income.

**6.) Community Transition – I.C. 11-12-10 and I.C. 11-10-11.5**

The target population of this component is comprised mostly of all Department of Correction inmates sentenced through courts from other counties who are eligible for early release from the Department of Correction under the Community Transition Statute. These cases are transferred from courts from other counties. Select cases from the Allen Circuit Court are also included in this population. The target population includes all felons, with a sentence of at least two years, who are residents of Indiana, do not have detainers or warrants, and meet the time requirement of statute. A and B felons may serve up to 120 days on the Community Transition Program. C felons must have 90 days to serve on the Community Transition Program. D felons must have 60 days to serve on the Community Transition Program. Drug offenders who are determined by the Department of Correction may serve up to 180 days on the Community Transition Program. These offenders are supervised under electronic monitoring for the time that they were released early from prison and then referred to the supervising entity prescribed at the original sentence. The agency is reimbursed in accordance with the Community Transition statute.

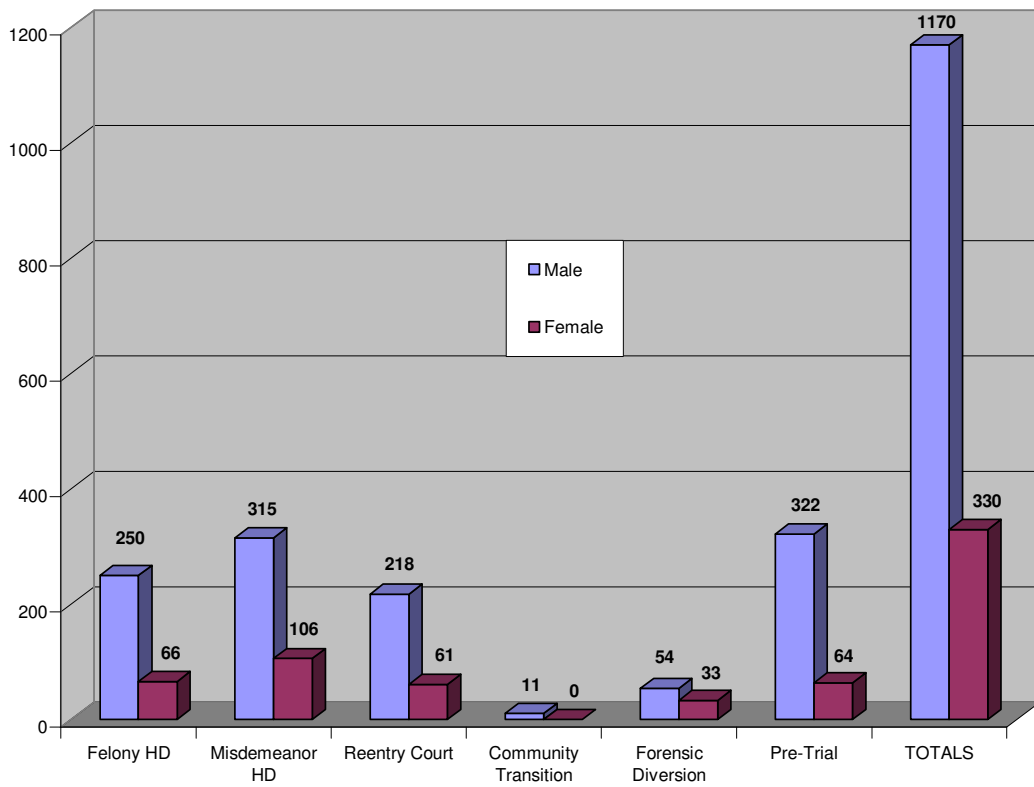
**7.) Suspended Misdemeanor Referrals for Programs Only**

Allen County Community Corrections also targets services to a population of offenders whose sentence was suspended and who were sentenced programming in lieu of a jail sentence. Based on the Judge or Magistrate's decision that programming would be more appropriate for a given offender, given the facts at hand, than a supervision based sentence, Allen County Community Corrections provides the offender an opportunity to enroll in a number of cognitive behavioral based programs including Intensive Outpatient (IOP) substance abuse classes. These program services are not funded in part or in whole by the Community Corrections grant funds received from the Department of Correction.

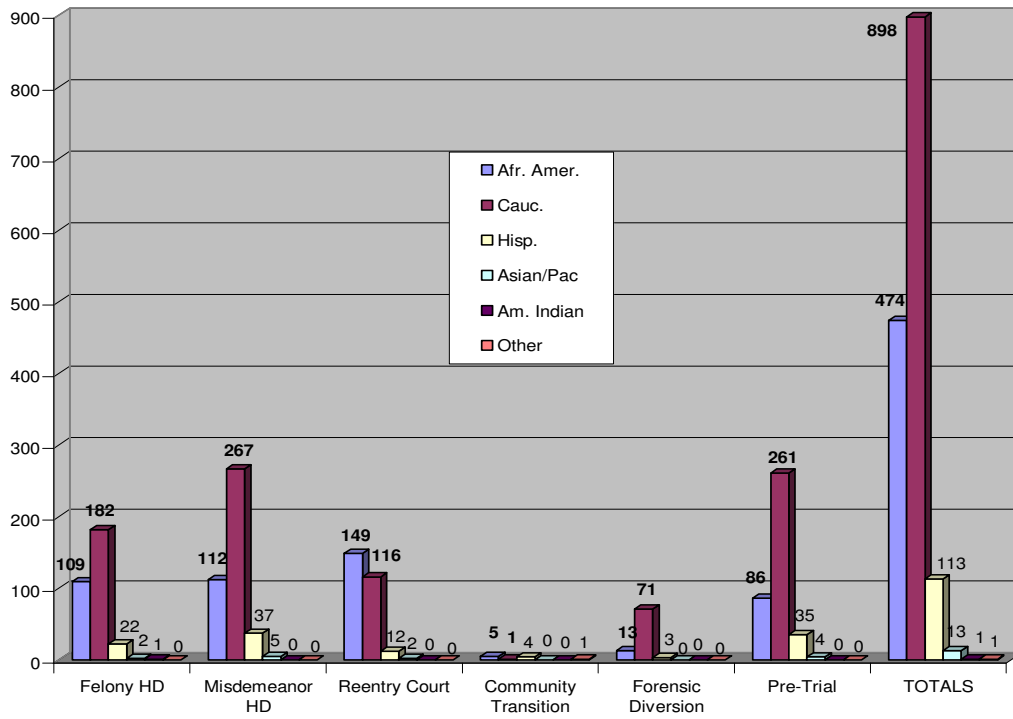
## Part D – Offender Demographic Data (Intaked July 1, 2009 to June 30, 2010)

The following series of charts depicts demographic information about the offenders of the listed components. The data for these charts were taken from the individuals who were intaked between July 1, 2009 and June 30, 2010. A composite of this information is useful to generate a profile of individuals under electronic monitoring supervision at Allen County Community Corrections. Across all components, the majority of individuals under supervision continues to be Caucasian males (although African-American individuals are overrepresented) in the 21-30 year age range. In 2009-2010 nearly two-thirds (63%) of the offenders in all of the components either graduated from high school or had a GED. Approximately sixty percent (65%) of all individuals intaked during the 2009-2010 fiscal year were not employed when they started the program.

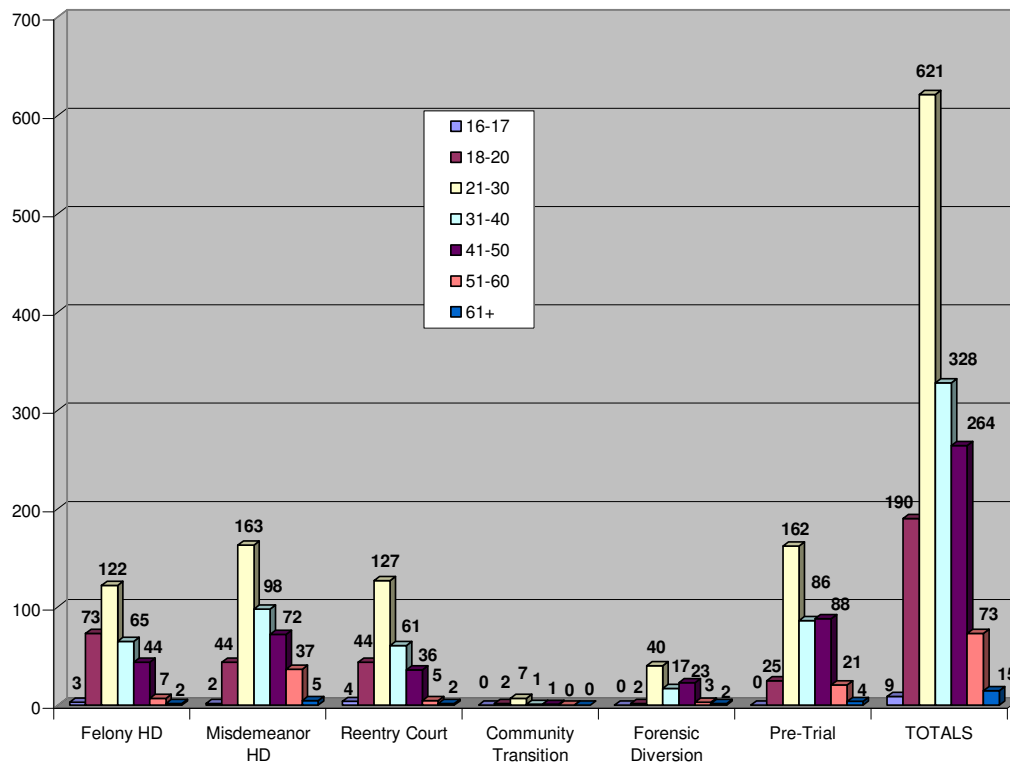
### 2009-2010 Intakes by Gender and Component



## 2009-2010 Intakes by Race and Component

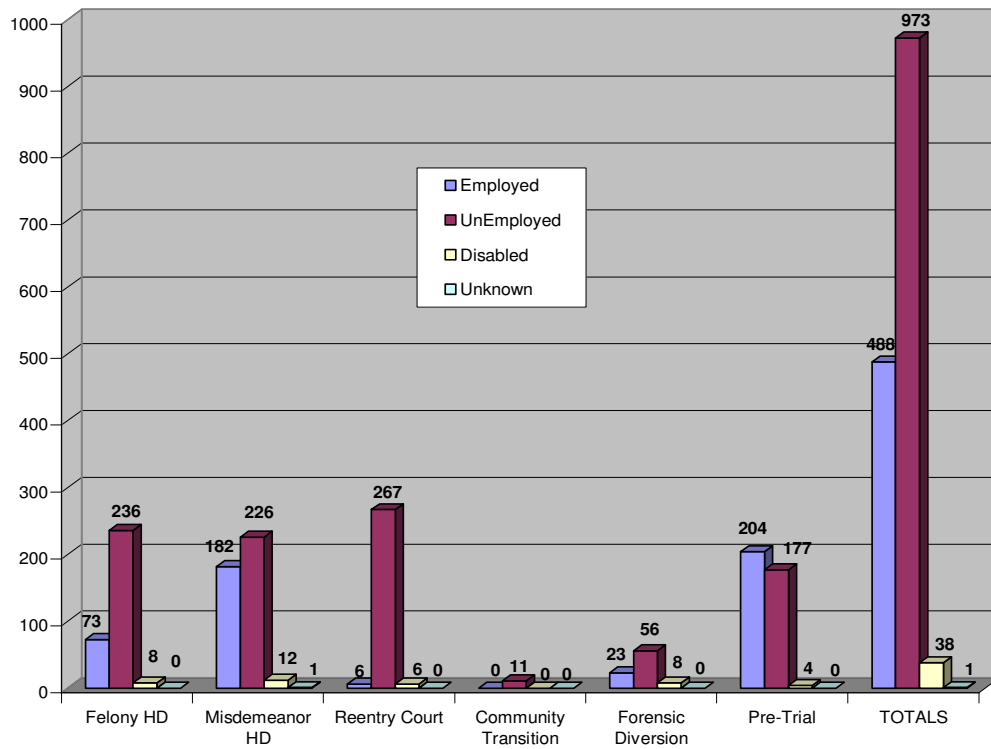


## 2009-2010 Intakes by Age and Component

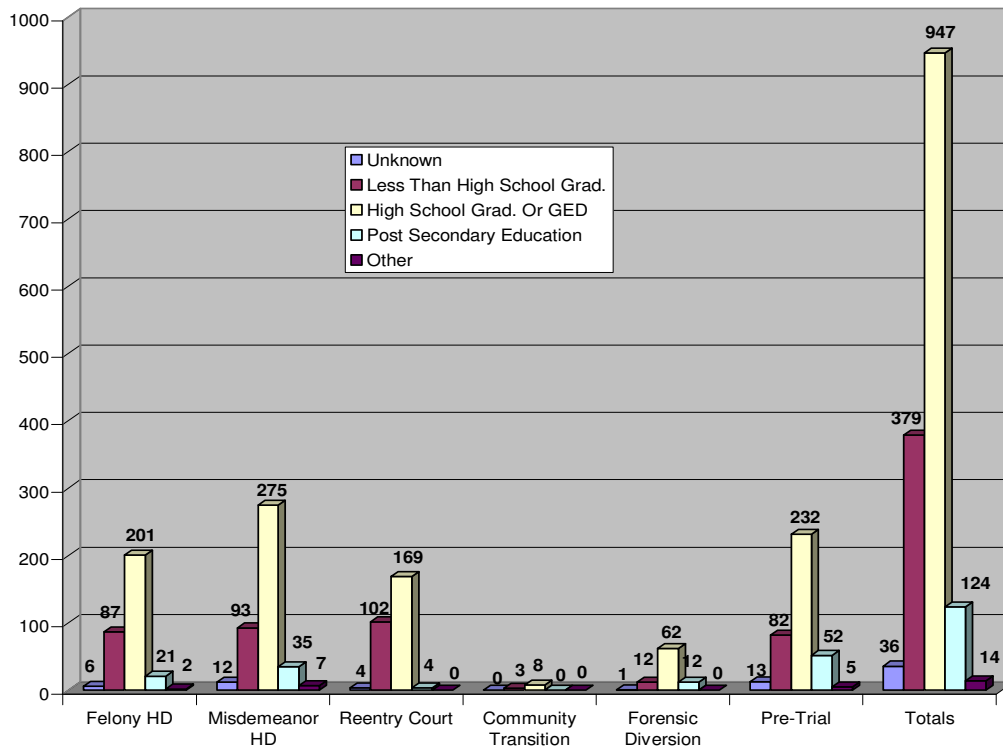




## 2009-2010 Employment Status at Intake by Component

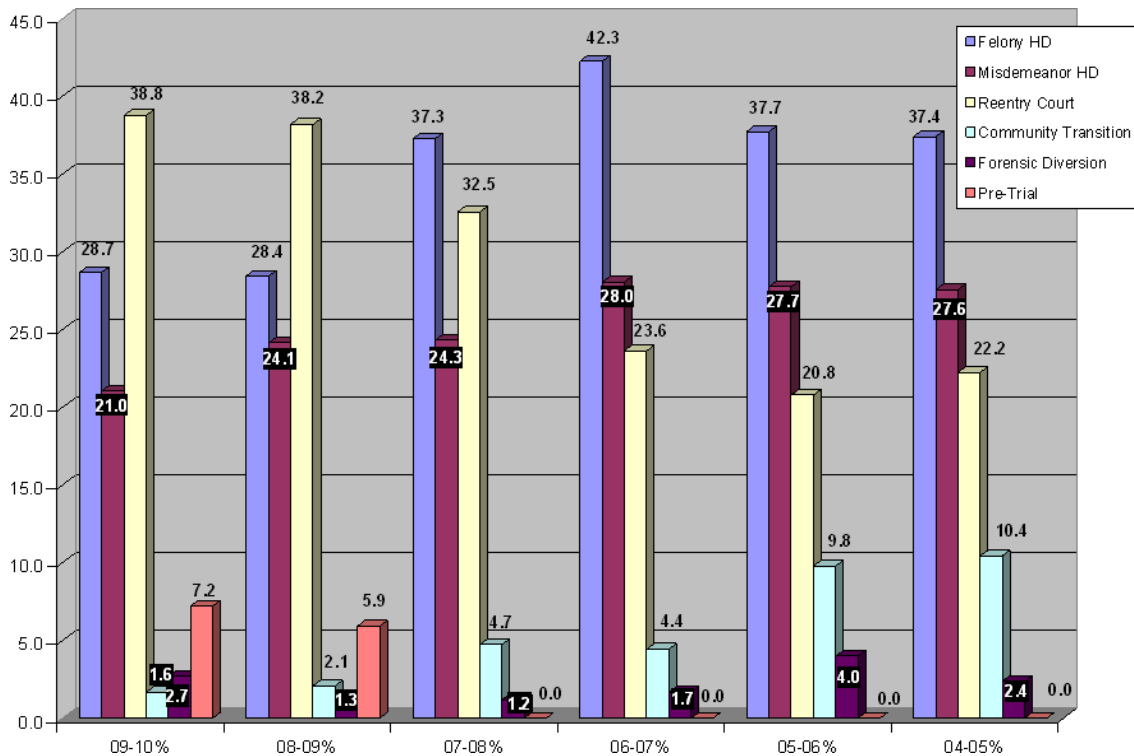


## 2009-2010 Education Level at Intake by Component



## Classified as Violent Offender

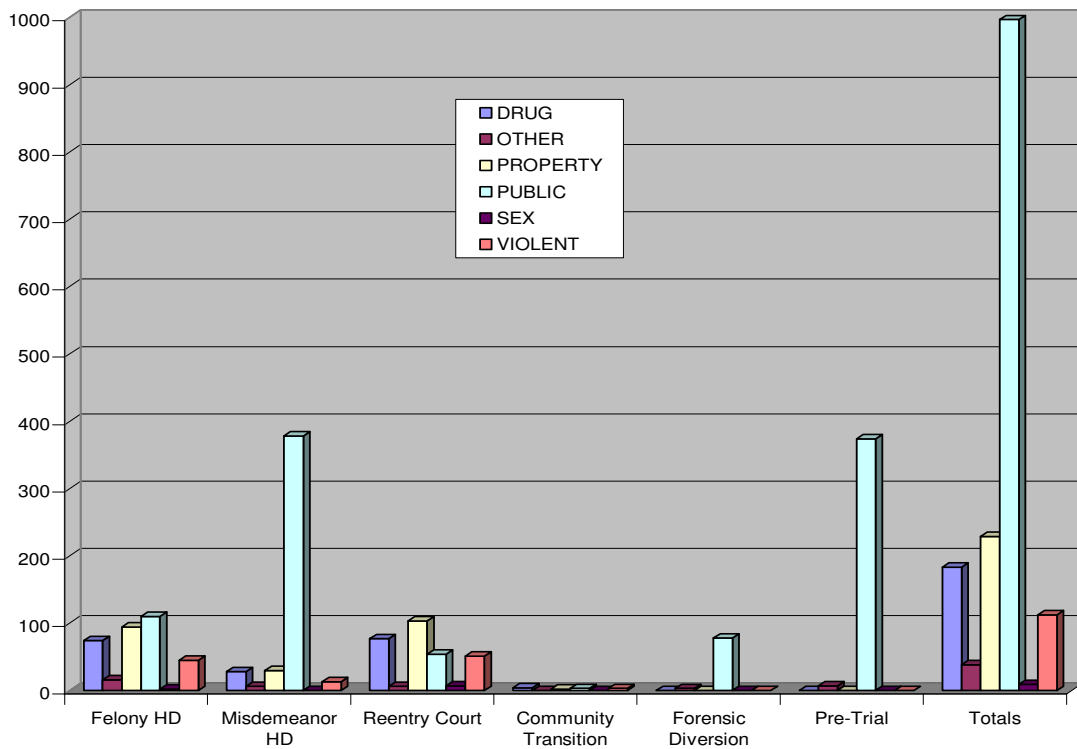
There are noticeable differences between the percentage of individuals who are violent and under electronic monitoring supervision on the various components. Statistics from the past six years show that the percentage of individuals classified as violent and intaked onto the ReEntry Court component is increasing while those classified as violent offenders in the other components, except for the Forensic Diversion component, is decreasing. The Forensic Diversion component had no violent offenders from 2004 to 2008, but the past two years have shown some nominal increases in the percentage of offenders classified as violent. It is important to note that despite the noted trends, non-violent offenders continue to comprise the majority of the individuals supervised under all components.



## Most Serious Instant Offense

The chart below depicts the type of charge for which an offender was sentenced to Allen County Community Corrections. If an offender was sentenced to the program for more than one offense, only the most serious offense is shown here. It is worthy to note that individuals under electronic monitoring supervision on the “front end” of the program are most likely to be serving a sentence for a “Public Order Crime.” All (100%) of the referrals to Forensic Diversion component are referred for a public order crime, usually operating while intoxicated. The same is true for individuals in the Pre-trial Diversion component since they are under supervision for an alcohol-related offense. Public Order crimes also include but are not limited to offenses such as public intoxication, disorderly conduct, prostitution, etc. Nearly two-thirds (2/3) of the individuals referred for supervision under the ReEntry Court component are referred for a drug-related offense or violent offense. The ReEntry Court component has the largest percentage of violent offenders, however most ReEntry Court offenders are under supervision for a property crime. The ReEntry Court component has the largest percentage of violent offenders, however most ReEntry Court offenders are under supervision for a property crime.

**2009-2010 Most Serious Offense by Crime Type and Component**



## Offender Mental Health Data

Public Safety is promoted by using a comprehensive assessment that includes mental health instruments and prior history to identify the offender's risk to the community and by monitoring the offender population according to that risk level. The following section will describe the assessment tools used at Allen County Community Corrections. A decision tree shows how mental health staff persons decide which assessment instruments will be used as they evaluate individuals under supervision. The charts in the last portion of this section show the frequency of selected common diagnoses and proportions of individuals who show an elevated risk for certain types of violent behaviors.

### Summary of Mental Health Assessment Instruments

#### 1. Standard Testing Instruments:

- a. **Shibley Institute for Living Scale (SHIPLEY)** - used as a screening instrument to determine if offenders can read and understand the more extensive instruments. The rationale for the test is that pathology does not influence an individual's cognitive abilities equally. Verbal abilities such as tests of word knowledge are less vulnerable to the influences of many pathologies. In contrast, abstract reasoning is believed to be much more vulnerable to a wide variety of pathologies. This aspect of the SILS' use reflects the tests potential for detecting the presence of intellectual deterioration. Another role for which the SILS is commonly employed is the assessment of general intellectual ability.
- b. **The Personality Assessment Inventory (PAI)** is a self-report inventory of adult psychopathology that measures a number of clinical and relational constructs essential to providing information relevant to clinical diagnosis and treatment planning. The PAI provides information to assist with diagnosis, treatment and screening for psychopathology which parallels DSM-IV categories, but is not designed to provide a comprehensive assessment of normal personality. The PAI is a self-report questionnaire that consists of 344 items. This tool requires a Grade 6 reading level and takes about 40-50 minutes to complete.
- c. **The Minnesota Multiphasic Personality Inventory – II (MMPI-2)** augments the constructs found in the PAI and is an objective verbal inventory designed as a personality test for the assessment of psychopathology consisting of 550 statements, 16 of which are repeated. The MMPI-2 has ten clinical scales to indicate different psychiatric conditions. The following additional measures were designed to estimate the validity of the clinical profile:
  - The L (Lie) Scale has 25 statements each dealing with a common, relatively insignificant weakness to which most people are willing to confess.

- The F (Infrequency) Scale is made up of 64 statements that were answered in the keyed direction by less than 10% of the inventory's original standardization group.
- The K Scale was designed to trap the respondent who attempts to conceal actual psychopathology.

**d. The Hare Psychopathy Checklist-Revised (PCL-R)** is a diagnostic tool used to rate a person's psychopathic or antisocial tendencies. The Hare PCL-R contains two parts, a semi-structured interview and a review of the subject's file records and history. The symptoms of psychopathy include: lack of a conscience or sense of guilt, lack of empathy, egocentricity, pathological lying, repeated violations of social norms, disregard for the law, shallow emotions, and a history of victimizing others. Part of the evaluation process is determining the individual's degree of psychopathy compared to that of the prototypical psychopath and measure central elements of the psychopathic character.

**2. Additional Tests of Intellectual Functioning:** The following instruments are used to measure or assess an individual's intellectual functioning including the following tools. These tools are used when there is question regarding the individual's ability to comprehend information and to assist in the development of a treatment plan.

**a. The Kaufman Brief Intelligence Test (K-BIT2)** - The Kaufman Brief Intelligence Test-2 (Kaufman & Kaufman, 1990) is a brief, individually administered measure of both verbal and nonverbal intelligence appropriate for individuals from 4 to 90 years old which presents a relatively accurate score of vocabulary, reasoning, and general intelligence of an offender. The test provides for a quick estimate of the intellectual ability of adults in institutional settings, such as prisons, group homes, rehabilitation clinics, or mental health centers.

**b. The Wechsler Adult Intelligence Scale – 3<sup>rd</sup> Edition (WAIS – III)** is a measure of human intelligence as a global construct that reflects a variety of measurable skills and is considered in the context of the overall personality. The WAIS is also administered as part of a test battery to make inferences about personality and pathology, both through the content of specific answers and patterns of subtest scores. As a diagnostic tool, the WAIS can be used to assist in determining degrees of mental retardation, specific learning disabilities, and attention-deficit/hyperactivity disorder (ADHD), which other tools mentioned above are not necessarily able to assess.

**3. Assessments for Antisocial Personality Disorder:** An individual who is suspected as malingering an observable psychological illness, physical illness, or the presence of Antisocial Personality Disorder shall be directed to complete one (1) or more of three (3) tests to either rule out this issue or to validate the original suspicion.

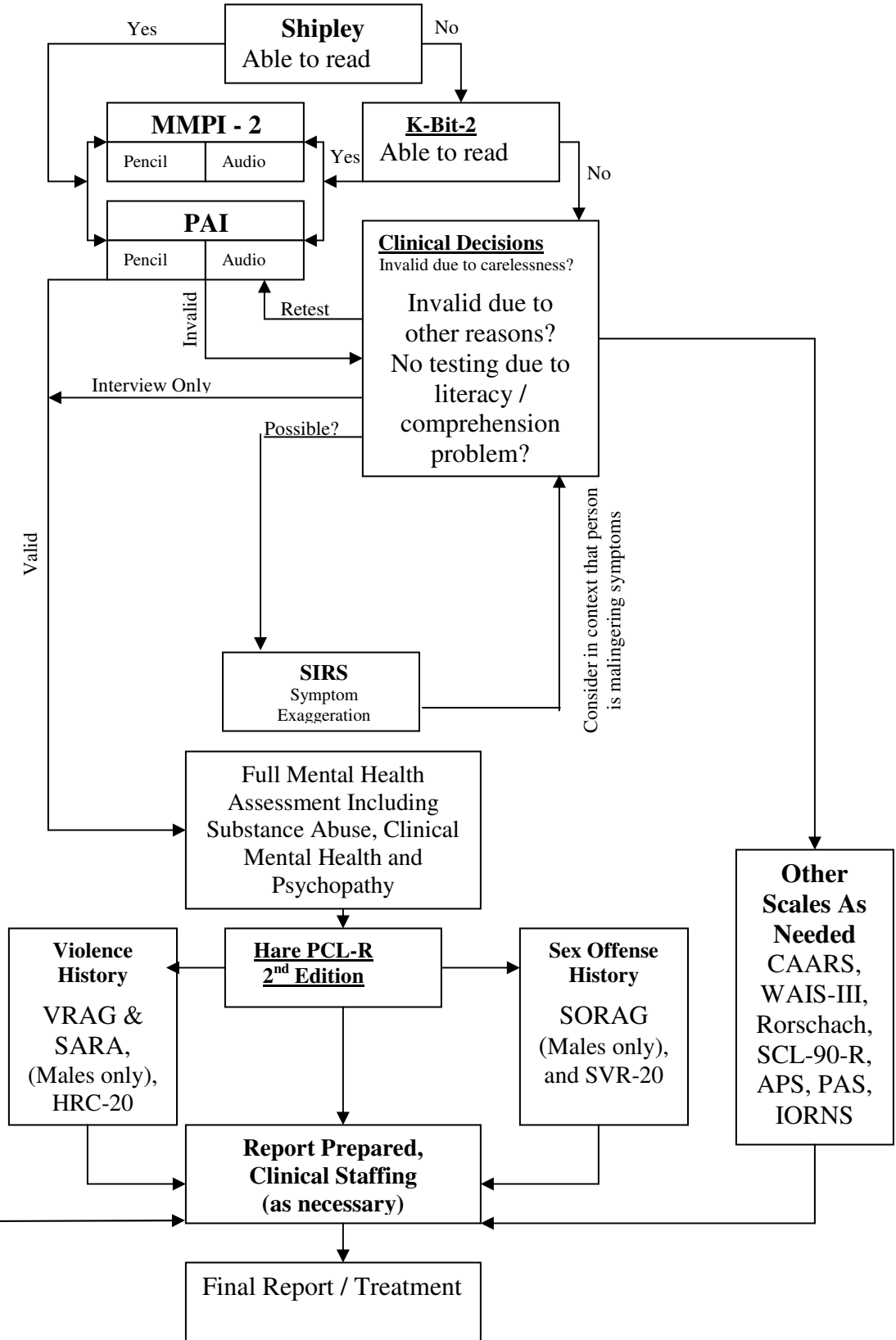
- a. **The Miller Forensic Assessment of Symptoms Test (M-FAST)** is a brief 25-item screening interview for individuals ages 18 years and older that provides preliminary information regarding the probability that he/she is feigning psychiatric illness.
    - i. Seven scales operationalize response styles and interview strategies that have been demonstrated to successfully identify individuals who are attempting to feign psychology: The validity of the instrument has been demonstrated across genders, ethnic groups (Caucasian and African American), and settings (e.g., V.A. hospitals, correctional institutions, and inpatient/outpatient treatment facilities).
    - ii. When the M-FAST results indicate a probability of feigning, a more comprehensive assessment instrument (e.g., the Structured Interview of Reported Symptoms) can be administered to obtain more detailed and definitive information.
  
  - b. **The Structured Inventory of Reported Symptoms (SIRS)** is administered as a structured interview and employs eight primary scales reflecting different strategies that may be employed to create the impression of severe psychopathology.
    - i. The SIRS consists of a 16-page Interview Booklet that contains 172 items, 32 of which are Repeated Inquiries to detect inconsistency of responding. The content covers a wide range of psychopathology, as well as symptoms that are unlikely to be true.
    - ii. The SIRS has been validated with clinical, community, and correctional populations and has classification rates that generalize across sociodemographic and diagnostic groups.
  
  - c. **The Test of Memory Malinger (TOMM)** instrument is designed to provide a reliable means for helping to assess whether an individual is falsifying symptoms of memory impairment.
    - i. The TOMM uses the presentation of 50 pictures to provide a good face- validity as a test of learning and memory, decreasing its transparency as an assessment of malingering.
    - ii. The TOMM instrument is insensitive to a wide range of neurological impairments, i.e., cognitive impairment, aphasia, traumatic brain injury, and dementia.
- 4. Additional Violence Assessment Tools:** Individuals who have a history of committing violent offenses, sexual offenses are assessed for future risk of such behaviors. The following risk assessment tools take into account such things as past behaviors, substance abuse history, mental health related problems, level of psychopathy or the presence of a personality disorder to determine the probability that the individual will commit similar acts in the future.

- a. **The Historical, Clinical, Risk Management-20 (HCR-20)** is an assessment tool that helps mental health professionals estimate a person's probability of violence. The HCR-20 is a 20-item checklist to assess the risk for future violent behavior in criminal populations and includes variables which capture relevant past, present, and future considerations based on behavioral information.
- b. **The Spousal Assault Risk Assessment Guide (SARA)** helps criminal justice professionals predict the likelihood of domestic violence. The SARA assessment uses 20 items to screen for risk factors in individuals suspected of or being treated for spousal or family-related assault. The SARA can help determine the degree to which an individual poses a threat to his/her spouse, children, another family member, or another person involved.
- c. **The Violence Risk Appraisal Guide (VRAG)** is an actuarial, static risk assessment tool for the prediction of violent recidivism for male offenders who have committed serious, violent or sexual offenses.
  - i. The VRAG requires a comprehensive psychosocial history addressing childhood conduct, family background, antisocial and criminal behavior, psychological problems, details of the index offense, and information gathered from third parties (friends, family, schools, correctional facilities, police, and the courts).
  - ii. The VRAG provides for the development of the probability (from zero to 100%) that an offender will commit a new violent offense (including sex offenses) within a specified period of community access.
- d. **The Sex Offender Risk Appraisal Guide (SORAG)** is derived from the VRAG and specifically intended for evaluating sex offenders and scores individuals on 14 items and measures.
  - i. The SORAG also requires a comprehensive psychosocial history addressing childhood conduct, family background, antisocial and criminal behavior, psychological problems, details of the index offense, and information gathered from third parties (friends, family, schools, correctional facilities, police, and the courts).
  - ii. The SORAG provides for the development of the probability (from zero to 100%) that an offender will commit a new violent offense (including sex offenses) within a specified period of community access
- e. **The Sexual Violence Risk-20 (SVR-20)** provides a structure for reviewing information important in characterizing an individual's risk of committing sexual violence, given the definition of sexual violence as "Actual, attempted or threatened sexual contact with a person who is non-consenting or unable to give consent.", and for targeting plans to manage that risk.

# Allen County Community Corrections Testing and Assessment Process

## FULL FORENSIC MENTAL HEALTH ASSESSMENT

LSI-R / History  
Indicate Need for  
Full Mental Health  
Assessment  
- Or -  
Full Assessment  
for All ReEntry  
and Forensic  
Diversion Persons  
- Or -  
Cast/Pretrial initial  
testing indicate  
need for full  
mental health  
assessment





## Mental Health Diagnoses Data

### Violence Risk Assessment Guide (VRAG Score)

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Low Risk</b>	81.30%	82.8%	N/A	N/A	77.20%	83.60%	75.00%	80.00%	45.50%	47.10%	66.70%	75.00%
<b>High Risk</b>	18.80%	17.2%	N/A	N/A	22.80%	16.40%	25.00%	20.00%	54.50%	52.90%	33.30%	25.00%

- Administered to any male offender who has a history of some violent act.
- Dark shaded area indicates a 55% to 100% probability of violence within 7 years and 64% to 100% within 10 years.

### Sex Offender Risk Assessment Guide (SORAG Score)

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Low Risk</b>	0.00%	100%	N/A	N/A	93.70%	78.80%	N/A	N/A	67.00%	33.20%	N/A	N/A
<b>High Risk</b>	100%	0%	N/A	N/A	6.30%	21.20%	N/A	N/A	33.00%	66.80%	N/A	N/A

- Administered only to male offenders who have a history sex-offending behavior.
- No Forensic Diversion Offenders were Sexual Offenders.
- Dark shaded area indicates a 58% to 100% probability of sexual violence within 7 years and 76% to 100% within 10 years.

### Spousal Abuse Risk Assessment (SARA)

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Low Risk</b>	81.80%	100%	N/A	N/A	83.80%	58.30%	100%	100%	78.80%	0%	100%	N/A
<b>High Risk</b>	18.20%	0%	N/A	N/A	16.20%	41.7%	0%	0%	21.20%	100%	0%	N/A

- Administered only to male offenders who have a current or previous charge of domestic battery.
- No Forensic Diversion offenders were charged with Domestic Battery.
- Dark shaded area indicates a high risk of spousal abuse.
- Small number of subjects may skew percentages.

## Axis I Diagnoses

Axis I Diagnoses – Refers to disorders or conditions that are, for the most part, treatable. The strategy is to alleviate the condition through treatment.

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm. Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Alcohol Disorder</b>	65	128	N/A	N/A	108	100	13	12	68	38	0	0
<b>Other Drug Disorder</b>	11	106	N/A	N/A	79	141	1	14	106	86	2	5
<b>Mood Disorders</b>	1	56	N/A	N/A	6	41	1	10	1	11	0	0
<b>Anxiety Disorders</b>	2	47	N/A	N/A	4	34	0	10	6	10	0	0
<b>Conduct Disorder</b>	0	1	N/A	N/A	1	4	0	0	1	4	0	0
<b>History of Abuse/Neglect of Others</b>	2	0	N/A	N/A	2	0	0	0	1	0	0	0
<b>ADHD Disorders</b>	0	4	N/A	N/A	0	5	0	1	0	1	0	1
<b>Abused or Neglected by Others</b>	11	2	N/A	N/A	16	8	9	0	12	0	0	0
<b>Sexual / Paraphilia Disorder NOS</b>	0	0	N/A	N/A	6	13	1	0	4	4	0	0
<b>Learning / Cognitive Disorders</b>	0	0	N/A	N/A	0	3	0	0	0	4	0	0
<b>Eating / Body Dysmorphic Disorders</b>	0	0	N/A	N/A	0	0	0	0	0	0	0	0
<b>Psychotic Disorders</b>	0	5	N/A	N/A	1	2	0	1	0	3	0	1
<b>Adjustment Disorders</b>	0	13	N/A	N/A	2	9	0	0	1	6	0	0
<b>Intermittent Explosive Disorders</b>	0	1	N/A	N/A	0	13	0	0	1	6	0	0

There are additional conditions that may be a focus of clinical attention but are not Axis I diagnoses. They are listed in the chart below. Data were not collected for these categories in previous years.

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm. Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Adult Antisocial Behavior</b>	N/A	N/A	N/A	N/A	N/A	46	N/A	2	N/A	18	N/A	0
<b>Identity/Occupational/Relationship</b>	N/A	N/A	N/A	N/A	N/A	6	N/A	0	N/A	4	N/A	0

## Axis II Diagnoses

	Pre-Trial HD		Misd. HD		Fel. HD		Forensic Div		ReEntry Ct		Comm. Trans	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Antisocial Personality Disorder</b>	15	23	N/A	N/A	44	37	1	0	109	33	1	2
<b>Borderline Personality Disorder</b>	3	3	N/A	N/A	4	3	0	2	1	2	0	0
<b>Other Personality Disorders</b>	1	3	N/A	N/A	3	4	1	1	3	2	0	0
<b>Borderline Intellectual Functioning</b>	0	6	N/A	N/A	0	12	0	0	0	4	0	0
<b>Mild Mental Retardation</b>	0	0	N/A	N/A	1	2	0	0	3	2	0	0
<b>Moderate Mental Retardation</b>	0	0	N/A	N/A	1	0	0	0	0	0	0	0

**Axis II Diagnoses** – Refers to disorders that are long-term, chronic conditions. Strategy is to manage the condition to keep it from deteriorating and to supervise client to preserve public safety and protect the client.

**\*Categories may total more than the number of individuals intaked on that program during the year due to the fact that categories contain multiple diagnoses.**

## Part E – Statistical Summary

### 1. Supervision Program Data (July 1 to June 30)

#### Active Cases by Component as of July 1\*

Component	Pre-Trial Diversion	Misd. / Fel. Home Det.	Forensic Diversion	ReEntry Court	Community Transitions	Total
<b>2005 # Active Cases</b>	N/A	386	4	166	9	565
<b>2006 # Active Cases</b>	N/A	255	16	152	4	427
<b>2007 #Active Cases</b>	N/A	250	3	171	15	439
<b>2008 #Active Cases</b>	72	205	34	189	5	505
<b>2009 #Active Cases</b>	71	223	51	193	2	540

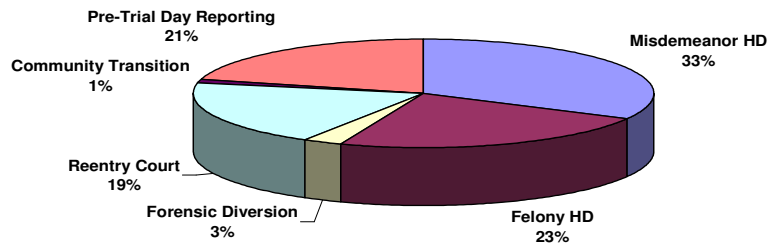
\*These numbers do not include individuals who were active in specific programs such as Intensive Outpatient Treatment, Choices, etc.

#### Referrals July 1 to June 30

	Received	Accepted	Denied	Open	Denied - Housing	Denied – Criminal Hist.	Refused to Participate
<i>Felony HD</i>	982	289	581	112	106	105	47
<i>Misdemeanor HD</i>	1242	400	778	64	97	2	245
<i>Reentry Court</i>	531	167	298	66	81	20	152
<i>Community Transition</i>	7	5	1	1	0	0	0
<i>Forensic Diversion</i>	125	72	37	16	8	3	5
<i>Pre-Trial Supervision</i>	431	385	27	19	81	20	152
<b>Totals</b>	<b>3318</b>	<b>1318</b>	<b>1722</b>	<b>278</b>	<b>373</b>	<b>150</b>	<b>601</b>

## Program Intake Data (July 1 to June 30)

The following charts depict the numbers and percentages of individuals who were intaked onto electronic monitoring supervision, by component, during the last two fiscal years. The front end cases, both Misdemeanor and Felony offenders, account for nearly three-fourths (76%) of all individuals intaked onto the program while offenders being intaked onto the program after serving a portion of their sentence in the Indiana Department of Correction accounted for nearly twenty percent (22%) of the individuals intaked on to the program. The Forensic Diversion Program represents three percent (3%) of the intakes.



The table below provides an additional breakdown of the length of time to which offenders in the Misdemeanor Home Detention component were sentenced. Two-thirds of the offenders in the component served a sentence of eleven (11) to eighty-nine (89) days. An additional quarter (25%) of the offenders served a sentence of ten days under electronic monitoring supervision.

### Misdemeanor Home Detention Intakes

	10-Day Sentence	11-89 Day Sentence	90+ Day Sentence	Total
<b>2005-2006</b>	143	351	39	533
<b>2006-2007</b>	142	424	46	612
<b>2007-2008</b>	148	439	44	631
<b>2008-2009</b>	155	428	41	618
<b>2009-2010</b>	124	310	21	455

**Total Offenders under Supervision for 2009-2010**

	<b>Misd. Home Detention</b>	<b>Fel. Home Detention</b>	<b>Forensic Diversion</b>	<b>ReEntry Court</b>	<b>Community Transition</b>	<b>Pre-Trial Supervision</b>
<b>Active as of July 1, 2009</b>	38	150	33	205	7	79
<b>Intaked 07/01/2009-06/30/2010</b>	421	316	87	279	11	386
<b>Total Served</b>	459	466	120	484	18	465

**Total Offenders under Supervision for 2009-2010 = 2012**

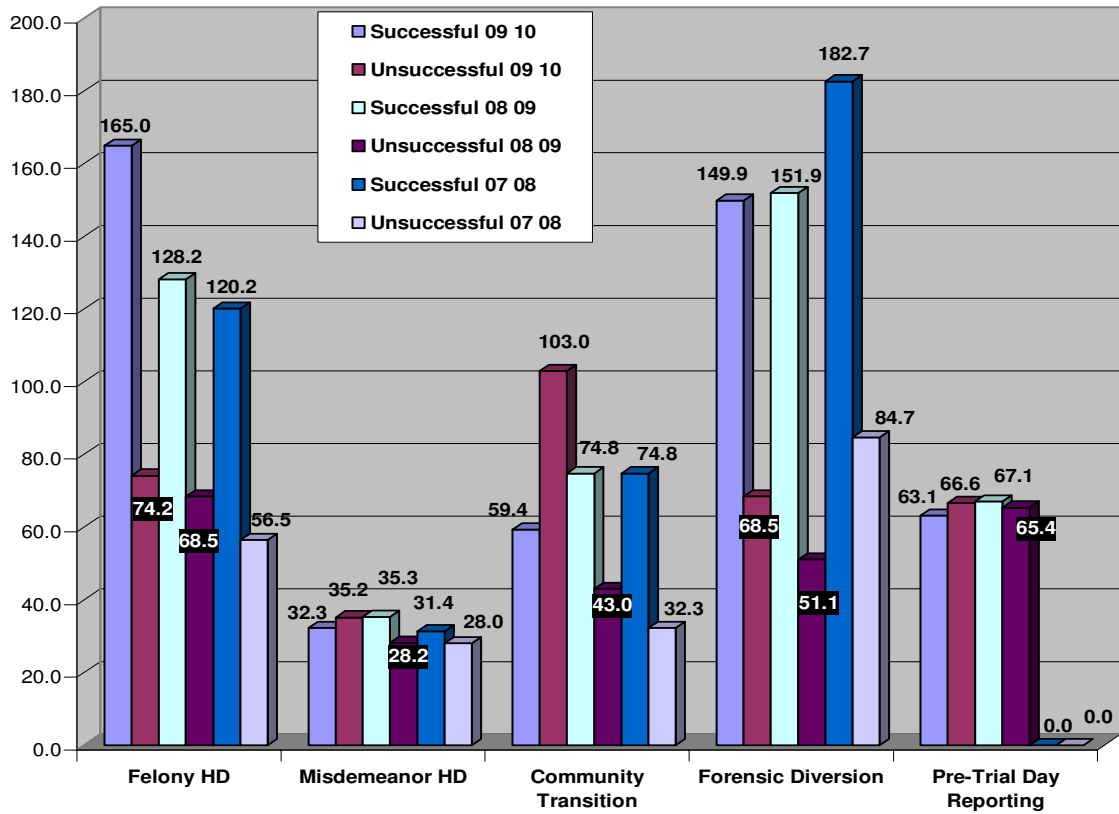
## 2. Program Completion Data

### Program Completion Status by Component

	Misd. Home Det.		Felony Home Det.		Forensic Diversion		ReEntry Court		Community Transition		Pre-Trial Diversion	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Active as of 6/30</b>	36	42	145	160	34	51	185	188	5	2	72	71
<b>Satisfactorily Released</b>	425	305	135	71	17	16	182	186	12	7	217	249
<b>Terminated Tech. Viol.</b>	31	34	78	69	3	11	40	24	0	2	14	3
<b>Terminated New Charge</b>	11	9	17	10	3	5	33	20	1	0	5	2
<b>Term. Tech. Viol. &amp; New Charge</b>	0	0	0	2	0	0	0	2	0	0	0	1
<b>Escaped – Still at Large</b>	0	3	9	10	0	1	11	8	0	0	0	0
<b>Offender Deceased</b>	0	0	0	0	0	0	2	0	0	0	0	0
<b>Transferred Other Juris.</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Administrative Discharge</b>	0	2	1	2	0	0	6	9	0	0	0	0

\*The number of individuals in this category differs from the number of escape charges filed (page 32) due to the fact that this number represents the number of individuals who had escaped and were still at large when the file was closed out. Individuals, who escaped and were apprehended prior to the file being closed, were counted in the “Terminated New Charge Only” or “Terminated Tech. Viol. & New Charge” categories in the table above.

The chart on the next page shows the average number of days that offenders were under supervision in each component. The average number of days is calculated separately for individuals who successfully completed the supervision period and those who were terminated from the program. With the exception of the Misdemeanor Home Detention component, there were significant differences between the average number of days that successful and unsuccessful offenders spent under supervision. This exception is easily explained by the fact the individuals participating in the Misdemeanor Home Detention component are on supervision for a brief period of time, thereby creating very little variance in the average number of days they spent on the program.





### 3. Evidence-Based Programming

#### Total Program Referrals and Intakes

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	1673	1497	610	473	2283	1970
<b>Intaked</b>	1297	1144	342	333	1639	1477
<b>Not Intaked</b>	312	305	222	130	534	435
<b>Open</b>	64	48	46	10	110	58

<b>Successful</b>	621	574	205	193	826	767
<b>Unsuccessful</b>	874	880	88	67	962	947

#### Individual Program Statistics

##### Choices- Cognitive Behavioral Intervention

“Choices” is an 18-hour program based on a Cognitive Behavioral Approach to change. The curriculum focuses on increasing thinking and social skills with regard to problem solving. Participants work both individually and in small group settings and cover topics such as fact identification, critical reasoning, creative thinking and appropriate thought expression. Topics covered in the Choices Program consist of problem solving skills, social skills, management of emotions, negotiation, goal setting, critical reasoning, creative thinking and effective communication.

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	127	186	207	135	334	321
<b>Intaked</b>	100	151	138	110	238	261
<b>Not Intaked</b>	22	33	61	25	83	58
<b>Open</b>	5	2	8	0	13	2

<b>Successful</b>	172	201	124	95	296	296
<b>Unsuccessful</b>	80	63	27	18	107	81

## English Language Literacy

English Language Literacy is an 18- hour program designed to increase the verbal skills and word recognition of Non-English Language speakers. Students are exposed to and practice both pronunciation and comprehension of common English words and concepts. Lessons include subjects such as present tense verbs, pronoun use, forming past tense sentences, commands, and vocabulary building. Students meet twice weekly for a one and a half hour class and focus on use of English pronunciation and spelling in the classroom environment.

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	1	2	3	5	4	7
<b>Intaked</b>	2	2	3	4	4	6
<b>Not Intaked</b>	0	0	0	1	0	1
<b>Open</b>	0	0	0	0	0	0

<b>Successful</b>	1	2	6	3	7	5
<b>Unsuccessful</b>	0	0	0	1	0	1

## FOR A CHANGE- Motivational Enhancement

For A Change is a 24-hour program based on the Transtheoretical Model of Change (Miller and Rollnick, 2004). Designed to increase intrinsic motivation to reduce criminal behavior, the program assists individuals in the identification and attainment of personal goals. Participants are introduced to the change process, examine personal obstacles, practice using new perspective tools, and identify ways to increase their chances of success. Participants also learn the skills needed to deal with failure in a pro-social manner.

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	279	263	15	24	294	287
<b>Intaked</b>	220	204	9	20	229	224
<b>Not Intaked</b>	49	52	6	4	55	56
<b>Open</b>	10	7	0	0	10	7

<b>Successful</b>	149	144	4	13	153	157
<b>Unsuccessful</b>	89	83	6	8	95	91

## Gaining Control

The 18 hour Gaining Control program focuses on reducing high stress levels and eliminating explosive and violent behaviors. Four main components, Understanding Stress, Understanding Anger, Improving Communication and Understanding Emotional Intelligence are detailed and discussed in class and in journal assignments. Offenders examine new ways to respond to events and situations which may have led to inappropriate or dangerous behavior in the past.

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	112	196	15	22	127	218
<b>Intaked</b>	86	143	9	16	95	159
<b>Not Intaked</b>	19	47	4	6	23	53
<b>Open</b>	7	6	2	0	9	6

<b>Successful</b>	62	93	10	14	72	107
<b>Unsuccessful</b>	36	72	1	3	37	75

## Adult Basic Skills Program / G.E.D. Preparatory Course

Participants in the Adult Basic Skills (ABS) class work to improve their basic math and literacy skills. Those students involved in the GED Preparatory Course work intensely towards obtaining their General Equivalency Diploma. The program employs a licensed educator to design curriculum to engage participants in both classroom learning as well as offer opportunities for individualized learning. The program utilizes the Tests for Adult Basic Education (T.A.B.E.) to measure each participant's subject gains each quarter and discusses results with participants as a motivational tool.

	Internal		External		Total	
	08-09	09-10	08-09	09-10	08-09	09-10
<b>Referred</b>	257	159	0	1	257	160
<b>Intaked</b>	182	113	0	1	182	114
<b>Not Intaked</b>	65	42	0	0	65	42
<b>Open</b>	10	4	0	0	10	4

<b>Successful</b>	41	19	0	0	41	19
<b>Unsuccessful</b>	152	103	0	1	152	104

## **Intensive Out-Patient Substance Abuse Treatment**

### **Substance Abuse Treatment-Phase I (Addictions Education)**

Phase I is offered to those participants who meet diagnostic criteria for Substance Abuse or who have been involved in a substance abuse related offense. This program may be attended alone, or in conjunction with Phase II for those participants meeting diagnostic criteria for Substance Dependence. Phase I consists for of ten classes aimed at instructing participants on topics such as the Disease Concept, Defense Mechanisms, distorted thinking, STD's, spirituality, family roles, communication, relapse prevention, cravings / withdrawal, and the effects of substances on the mind, body and spirit. Classes meet twice weekly for two (2) hours for a total of six (6) weeks. In addition to attending the class, participants are required to attend two (2) outside 12-Step (AA/NA/CA) support group meetings.

### **Substance Abuse Treatment-Phase II (Therapy)**

Phase II may be attended in conjunction with Phase I. Most participants must meet diagnostic criteria for Substance Dependence in order to be referred to this phase. Phase II groups meet once a week for two (2) hours. The goals of this group are to address issues of denial, teach the participants how to recognize and handle their own defense mechanisms, recognize powerlessness and unmanageability, and to understand what it means to live a recovery lifestyle. Relapse-related issues are also addressed in this section with focus on identifying and challenging maladaptive thought processes. In addition to attending the groups, participants are required to attend two outside 12 Step (AA/NA/CA) support group meetings per week and enlist a recovery sponsor.

### **Substance Abuse Treatment-Phase III (Aftercare)**

Phase III-Aftercare is most often attended by participants who have very recently completed Phase II, but may also be appropriate for those recently returning from prison as it provides support needed for ongoing recovery. Phase III meets once (1) a week for one hour and provides participants with a safe group in which they can discuss with others the challenges they face in early recovery. Participants are asked to identify the relapse warning signs they experience and discuss their thoughts, feelings, urges and recovery actions associated with their warning signs. In addition to attending the groups, participants are required to attend two (2) weekly outside meetings 12 Step (AA/NA/CA) support group meeting and work with their sponsor.

	<b>Internal</b>		<b>External</b>		<b>Total</b>	
	<b>08-09</b>	<b>09-10</b>	<b>08-09</b>	<b>09-10</b>	<b>08-09</b>	<b>09-10</b>
<b>Referred</b>	875	674	190	127	1065	801
<b>Intaked</b>	689	517	104	97	793	614
<b>Not Intaked</b>	154	130	73	26	227	156
<b>Open</b>	32	27	13	4	45	31

<b>Successful</b>	196	115	61	68	257	183
<b>Unsuccessful</b>	517	559	54	36	571	595

## Community Service Work

Community service work may be assigned by an individual staff member or by the Conduct Adjustment Hearing Board for various reasons. A description of the types of community service work, organized by the color of the card, that are assigned at Allen County Community Corrections follows.

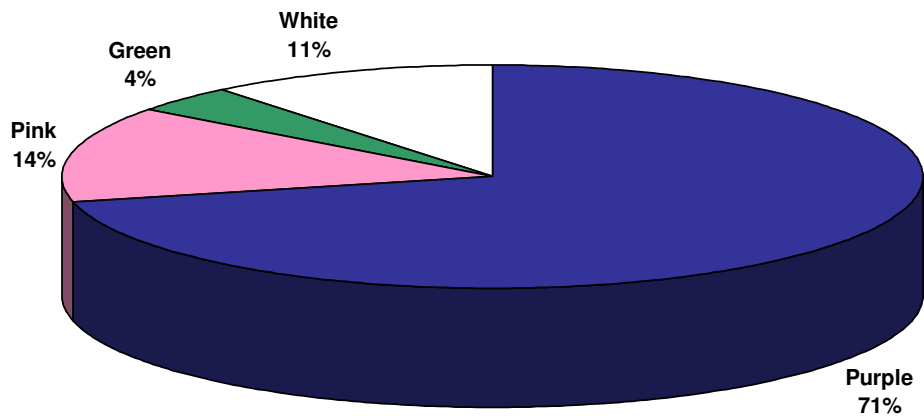
**Pink Cards** – are issued for a disciplinary sanction for violations of the terms of an offender’s supervision. Hours may be assigned by an individual staff member (minimal hours for low level violations) or the by the Conduct Adjustment Hearing Board (increased hours for more serious violations).

**Purple Cards** – are issued to offenders who are not employed on a full-time basis.

**Green Cards** – are issued to offenders to allow them to earn a monetary credit towards their supervision fees.

**White Cards** – are for hours that are part of a sentence direct from the courts.

In the 2009-2010 fiscal year a total of 40,560 hours of community service work were performed by offenders assigned to Allen County Community Corrections. Of these hours, 22,384 of them were performed on purple cards, 12,963 were performed on pink cards, 3,464 were performed on a white card and 1,749 were performed on a green card. The distribution of the community service hours is graphically depicted in the chart below.



### **PIP (Program Identification and Placement)**

The Program Identification and Placement (PIP) program was created to provide the offender with an opportunity to choose a program in which to participate after a half-hour presentation by Allen County Community Corrections staff. Once chosen it becomes their sentence and endorsed by the Magistrates, Prosecutor, Defense and Community Corrections as recommended treatment. The choices for programming currently include the 1) Gaining Control Program, 2) Substance Abuse (Education) Discovery, 3) Choices, 4) FOR a Change, 5) English Language Literacy.

	<b>External</b>	
	<b>08-09</b>	<b>09-10</b>
<b>Referrals</b>	1202	1154
<b>Intakes</b>	652	666
<b>Not Intaked</b>	510	435
<b>Open</b>	40	53

The individuals counted in the PIP component are not additional referrals to the Programs Division. These individuals were required to choose one of the programs listed above to satisfy their PIP requirement. The table below shows the distribution of the programs that were chosen by the offenders referred to the PIP component.

	<b>Choices</b>	<b>Community Service</b>	<b>English Language Literacy</b>	<b>For A Change</b>	<b>Gaining Control</b>	<b>Substance Abuse Education</b>
<b>Referred</b>	265	35	118	93	126	24
<b>Intaked</b>	265	35	118	93	126	24
<b>Not Intaked</b>	0	0	0	0	0	0
<b>Open</b>	0	0	0	0	0	0

<b>Successful</b>	163	35	110	50	82	22
<b>Unsuccessful</b>	109	0	11	43	49	2

## 4. Law Enforcement Supervision

### Offenses Charged

Description	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10
Assault, Intimidation	0	0	1	0	0
Alcohol Offense	6	33	5	4	3
Assault Police, Simple	2	0	0	0	1
Warrant Arrest	47	25	63	91	56
Assault, Simple	1	1	2	3	1
Burglary, Residential, Forcible Entry	0	0	1	0	0
Computer Crime	0	0	0	0	0
Criminal Mischief	0	0	0	1	0
Criminal Recklessness	0	0	0	1	0
Controlled Substance/Sale Counterfeit Substance	0	0	0	1	0
Controlled Substance/Possession Counterfeit Substance	0	0	1	0	0
Controlled Substance/Possession by Subterfuge	0	0	0	0	0
Controlled Substance/Possession of Cocaine	3	3	10	3	2
Controlled Substance/Possession of Marijuana	16	9	18	12	20
Controlled Substance/Possession	0	0	1	3	5
Controlled Substance/Possession of Paraphernalia	12	6	13	8	15
Controlled Substance/Sale/Manufacture Cocaine	0	0	2	1	0
Controlled Substance/Sale/Manufacture Marijuana	0	0	1	1	3
Controlled Substance/Sale/Manufacture/Other	0	0	0	1	0
Disorderly Conduct	0	1	1	2	1
Driving While Suspended	13	10	18	20	14
Embezzlement	0	0	1	0	0
Escape	20	31	30	34	32
Family Fight (Non-Violent)	3	8	7	2	5
False Information or Reporting	3	2	6	7	5
Counterfeiting / Forgery	0	0	0	1	0
Fraud / Identity Theft	0	0	0	1	0
Failure to Return to Lawful Detention	2	8	3	4	5
Harassment	0	2	4	5	2
Indecent Exposure	0	1	0	0	1
Intoxicated Person	30	48	45	60	66
Juvenile Runaway Recovery	0	0	2	1	0
Juvenile Problem	0	1	1	0	0
Minor Consuming Alcohol	4	2	3	5	2
DUI Alcohol or Drugs	1	0	3	1	0
Pornography/Obscene Material	2	1	0	3	1
Probation or Parole Violation	320	410	471	475	344
Possession or Use of Device Interfering with Drug Test	2	0	3	3	0
Residential Entry	0	0	1	0	0
Recovered Stolen Property	0	0	1	1	0
Resisting/Interfering with Police	4	6	2	2	5
Sexual Battery	0	0	1	0	0
Sex Offense	0	1	0	1	0

Sex Offender Registration Violation	1	0	2	0	0
Receiving / Possessing Stolen Property	0	0	1	0	2
Stalking	1	0	0	0	0
Suicide / Attempted Suicide	0	1	2	2	1
Threats	3	5	8	3	11
Traffic Offense	6	0	9	3	2
Trespass of Real Property	2	0	0	0	0
Theft, Property - Other	0	0	3	0	1
Unauthorized Absence from Home Detention	12	22	34	32	24
Violation of a Restraining/Protective Order	10	5	10	4	8
Violation of Executed Order for Home Detention	91	110	127	174	203
Weapons Offense	1	6	2	2	0
<b>Total Charges Filed</b>	<b>618</b>	<b>758</b>	<b>918</b>	<b>978</b>	<b>841</b>

### Officer Assignments

Description	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10
Meet	3	2	3	1	0	2
Pick-up Prisoner	261	196	89	264	503	351
Cage Transport Prisoner	69	107	280	228	96	86
Warrant	2	4	1	0	4	5
Warrant Service	55	30	38	97	71	35
Assist	52	28	32	93	72	57
Assist – Urgent	0	1	0	4	3	0
Assist - At Once	1	0	0	0	2	0
Pick-up Item	48	88	145	157	203	159
Escort	2	0	0	0	3	0
Problem Unknown	0	0	1	2	2	1
Juvenile Investigation	0	0	0	3	1	0
Juvenile Neglect/Abuse Investigation	2	0	0	0	0	0
Vandalism	2	1	0	2	2	2
Traffic Accident	1	1	0	4	4	2
Traffic Accident/Municipal Property	0	1	1	0	3	0
Traffic Accident/Injuries	0	1	1	1	3	0
Special Assignment	6	48	15	23	21	5
Traffic Stop	16	2	7	9	5	4
Disabled Vehicle	0	1	0	3	1	1
Disabled Vehicle/Traffic Hazard	2	0	3	3	3	4
Party Locked Out	0	1	2	1	2	1
Parked Vehicle Occupied	2	1	0	0	1	0
Parking Violation	1	0	2	1	0	0
Stolen Vehicle	0	1	0	0	0	0
Audible Alarm	0	0	1	0	0	0
Man-Down	1	0	0	1	0	1
Intoxicated Person	16	17	4	16	19	4
Disturbance	3	2	3	6	4	1



Disturbance/Party Armed	1	0	0	0	0	0
Nuisance (Noise, Smoke, etc.)	0	0	0	1	0	0
Domestic Disturbance	0	13	8	4	7	12
Domestic Disturbance/Battery	7	1	1	1	0	0
Removal of Articles	2	3	1	1	0	0
Suspicious Person	4	1	2	12	5	3
Suspicious Person in Vehicle	0	0	0	3	0	1
Theft	2	1	1	3	1	0
Fight	0	0	1	1	1	0
Molesting	0	1	0	0	0	0
Attempt to Contact	728	560	595	808	1036	811
Suicide Attempt	0	1	0	1	0	1
Suicide Threats	1	4	5	0	1	0
Mentally Ill	3	0	2	1	27	15
Indecent Exposure	0	1	0	1	0	0
Unruly Crowd	0	0	0	0	0	0
Pursuit	0	1	0	1	0	0
Serving Protective Order	0	0	1	0	0	1
Bomb Threat	0	1	0	0	0	0
Battery	0	1	1	3	0	0
Found Items	0	0	0	11	5	10
Lost Items	0	1	0	0	0	0
Narcotics Investigation	9	8	2	5	4	2
Open Door	0	1	0	2	1	3
Threats	4	3	2	2	3	3
Unwanted Person	1	1	0	1	0	2
Follow-up Investigation	89	32	84	125	65	73
Home Detention Assignment	8403	8948	9401	8747	8903	9200
911 Hang-up	0	1	0	0	1	0
<b>Totals</b>	<b>9799</b>	<b>10117</b>	<b>10735</b>	<b>10653</b>	<b>11090</b>	<b>10858</b>

## 5. Urine Drug Testing

	Negative		Positive		Adulterated		Dilute		Other	
	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10	08-09	09-10
<b>Number</b>	7956	8498	1648	1721	13	0	180	179	5	13
<b>% of Total</b>	81.16	81.56	16.81	16.52	0.13	0	1.84	1.72	0.05	.12

### Positive Drug Test Results

Drug Classification	2008-2009	2008-2009	2009-2010	2009-2010
	# Tests	% of Positive Tests	# Tests	% of Positive Tests
Marijuana	1005	61.3	936	54.4
Cocaine	219	13.4	153	8.9
Opiates	89	5.4	134	7.8
Ethanol (Alcohol)	86	5.2	104	6.0
Benzodiazepines	95	5.8	184	10.7
Barbiturates	3	0.2	3	0.2
Amphetamines	24	1.5	58	3.4
Multiple Positives	118	7.2	149	8.7

## 6. Research and Evaluation

### Purpose for the Study

The primary purpose of this study is to establish accurate information regarding offender discharges from components of the ACCC community supervision services because of technical violations of supervision rules. It is also important to know that the significant systemic organizational changes being undertaken to improve offender supervision practices produce efficacy in future reduction of technical violations.

The PEW Center on the States released the Prison Count Issue Brief on March 17, 2010 which reported that Indiana's prison commits increased by 5.3% over the period of time between 12/31/08 and 01/01/10. For this reason, it is important to determine Allen County Community Corrections' role in any potentially preventable prison commits from Allen County. This effort is not only motivated by the Prison Count 2010, Issue Brief but is also to establish a baseline for use as comparison with technical violation information from operations data collected between calendar years 2011 and 2014 and recorded during these future operations years will be completed according to the same standards of practice as the previous review period and those set in this document.

The resulting information of the study may also serve as additional foundation structure for existing efforts being focused on organizational change but that are still in a developmental stage.

### 2. Objective of the Study

Research has indicated that the implementation of scientifically supported behavioral interventions and supervision practices in other jurisdictions of the United States have proven effective in reducing the amount of technical violations committed by offenders. In review of discharges resulting from technical violations, it has been noted that these discharges are frequent and that there is a high probability that a positive impact on offender behavior could be affected by fully implementing organizational practices that are supported by research. In other words, technical violations will be reduced, and as an extension, both Indiana Department of Correction commitments and new arrests will also be reduced.

### 3. Study Strategy/Methods

This study will follow a process evaluation methodology to maintain the focus of tasks.

A baseline will be established by applying data from a set within the time interval between the calendar years 2006 and 2009. Categories will be made within this data set consisting of Reentry (and derivatives \*), Forensic Diversion, Home Detention – 2.6 placement, and Home Detention – 2.5 placement. Demographic profiles will be developed for each of these categories to determine if there is a significant difference between the sub-population characteristics.

Among the numbers of those discharged unsuccessfully during the time interval because of technical violations, determine the frequency levels of technical violations based on discrete categories of technical violations recorded. These frequency results will be represented in an aggregate form and sorted according to supervision component category.

This sample of individuals who had been discharged because of technical violations will be examined to determine trends regarding:

- ♦ Total number of Conduct Adjustment Board hearings;
- ♦ Mental health diagnosis;
- ♦ Substance abuse diagnosis;
- ♦ Risk assessment scoring (including domains), and;
- ♦ Programming completion.

Earlier review of the 2006 to 2009 data on ACCC unsuccessful discharges of offenders resulted in a total of 854. Out of the total of 854 individuals who are known to have been unsuccessfully discharged during the interval period due to technical violations, but who were not committed to incarceration, it will be determined if any of these offenders were arrested for a new offense and how many among those who were arrested, were committed to incarceration.

Information obtained through this baseline examination will be used as a comparison to similar information gathered over a period between the next one (1) to three (3) years. The comparison is being established to determine the levels of effectiveness, to a degree of acceptable significance, and model fidelity in the systemic organizational changes occurring beginning in October 2010 (or January 2011).

Some elements of this Organizational Change include:

- ♦ Provide deeper information foundation as an extension to the Effective Practices in Correctional Settings (E.P.I.C.S.) training provided in 2009 by University of Cincinnati professor Dr. Paula Smith, beginning with the introduction of social learning theory.
- ♦ Enhance staff development training with the infusion of concepts learned during modified therapeutic community immersion training June 7, 2010 through June 10, 2010 which provided realistic experience in the application of social learning theory.
- ♦ Transition to the implementation of the Indiana Risk Assessment System (IRAS) which includes not only applying the tool itself but also adjusting supervision practices such as case or change plans and areas of behavioral intervention focus according to what is discovered about each offender's dynamic criminogenic risks and needs.
- ♦ Design, develop, and implement a comprehensive behavioral reinforcement and sanctioning system for every facet of offender supervision including group meeting programming. This system will increase the potential for offender behavior change by improving the staff response time to minor offender technical violations through a standardized system of sanctions known to the offender at the beginning of the offender's supervision. Only the most serious violations and those threatening public safety will progress to the attention of a Conduct Adjustment Board.

- ♦ Begin the implementation of a continuous quality improvement system as part of a comprehensive quality assurance program at Allen County Community Corrections.

The following chart shows the data that will be collected and analyzed to provide guidance for this project:

	Forensic Diversion	Home Det.- 2.5	Home Det.- 2.6	CTP/ Reentry
<b>Total N</b>				

**Demographics N Dist.**

<i>Race</i>				
<i>Black</i>				
<i>White</i>				
<i>Hispanic/Latino</i>				
<i>Asian/Pacific Islander</i>				
<i>Bi-Racial</i>				

**Sex N Dist.**

<i>Male</i>				
<i>Female</i>				

**Mean Age N Dist**

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**Mental Indication Frequency**

**Axis I - SA**

<i>Cannabis Dependence</i>				
<i>Cannabis Abuse</i>				
<i>Alcohol Dependence</i>				
<i>Alcohol Abuse</i>				
<i>Cocaine Dependence</i>				
<i>Cocaine Abuse</i>				

**Axis I - MH**

<i>Depression Spectrum</i>				
<i>Anxiety Disorders</i>				
<i>Bipolar Disorders</i>				
<i>Adjustment Disorders</i>				
<i>PTS Disorder</i>				
<i>Conduct/Impulse Disorders</i>				
<i>ADD/ADHD</i>				
<i>Schizophrenia Disorders</i>				
<i>Psychotic Disorders</i>				

<i>Anorexia Nervosa</i>				
<i>Bulimia Nervosa</i>				
<i>Body Dysmorphic Disorder</i>				

**Axis II - Personality Disorders**

<i>Antisocial Personality Disorder</i>				
<i>Borderline Personality Disorder</i>				
<i>Narcissistic Personality Disorder</i>				
<i>Paranoid/Schizotypal Disorder</i>				

**Geographic Distribution**

		<i>Zip Code</i>				
<i>Region 4</i>	}	46803				
		46806				
		46816				
<i>Region 3</i>	}	46802				
		46804				
		46807				
		46809				
		46814				
<i>Region 2</i>	}	46805				
		46815				
		46835				
<i>Region 1</i>	}	46845				
		46808				
		46818				
		46825				

**Instant Offense Freq. by Region**

<i>Region 4</i>				
<i>Region 3</i>				
<i>Region 2</i>				
<i>Region 1</i>				

**Population Instant Offense Freq.**

<i>Theft</i>				
<i>Robbery</i>				
<i>Poss. Of Narcotics</i>				
<i>Trafficking of Narcotics</i>				
<i>Assault</i>				
<i>Domestic Battery</i>				
<i>Dangerous Use of Firearm</i>				

<i>Sexual Misconduct with a Minor</i>				
<i>Child Molesting</i>				
<i>Drive While Intox</i>				
<i>Habitual Traffic Violator</i>				
<i>Operating After Lifetime Susp.</i>				
<i>Forgery</i>				
<i>Escape</i>				
<i>Unauth. Absence</i>				
<i>Resist Arrest</i>				
<i>Non-Support of Dependent</i>				

**IRAS Scores**

<i>Mean Totals</i>				
<i>Domain Scores (mean)</i>				
<i>Criminal History</i>				
<i>Ed, Emp, Financial</i>				
<i>Family/Social Support</i>				
<i>Neighborhood Problems</i>				
<i>Substance Abuse</i>				
<i>Peer Associations</i>				
<i>Crim. Attitude &amp; Behavioral</i>				

<b>Self Interest Score (mean)</b>				
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**Technical Violation Status**

**Frequency of Major Violations**

<i>Substance Abuse</i>				
<i>Whereabouts</i>				
<i>Employment</i>				
<i>Behavior</i>				
<i>Fees</i>				
<i>Community Service</i>				
<i>FTA Appoint.</i>				
<i>Away w/o Perm.</i>				
<i>Fail Classes</i>				
<i>Schedule</i>				

<i>Time to CAB (mean)</i>				
<i>Total CAB to Term. (mean)</i>				
<i>Total CAB to Discharge (mean)</i>				

<i>Total N - Sat. Discharge</i>				
<i>Total N - Unsat. Discharge</i>				
<i>Total N - Unsat. Dis. TV</i>				
<i>Total N - Unsat Dis. Arrest</i>				

<i>Unsat. Dis. TV Commit. To IDOC</i>				
<i>Unsat. Dis. TV w/o Commit. New Arrest</i>				

**TV count by CM**

<i>Bruce, Anastacia</i>				
<i>Cheatem, Raquel</i>				
<i>Cochran, Jen</i>				
<i>Gonzalez, Ashley</i>				
<i>Linsky, Liz</i>				
<i>Mason, Deb</i>				
<i>Murphy, Ted</i>				
<i>Smith, Charles</i>				
<i>Thornton, Keith</i>				
<i>Worden, Cori</i>				

**Length of Participation**

<i>Mean Duration</i>				
<i>Max. Duration</i>				
<i>Min. Duration</i>				

**Sat. Discharge New Arrest**

**New Arrest Offense Category**

<i>Violent</i>				
<i>Sex</i>				
<i>Property</i>				
<i>Drug</i>				
<i>Public Order</i>				

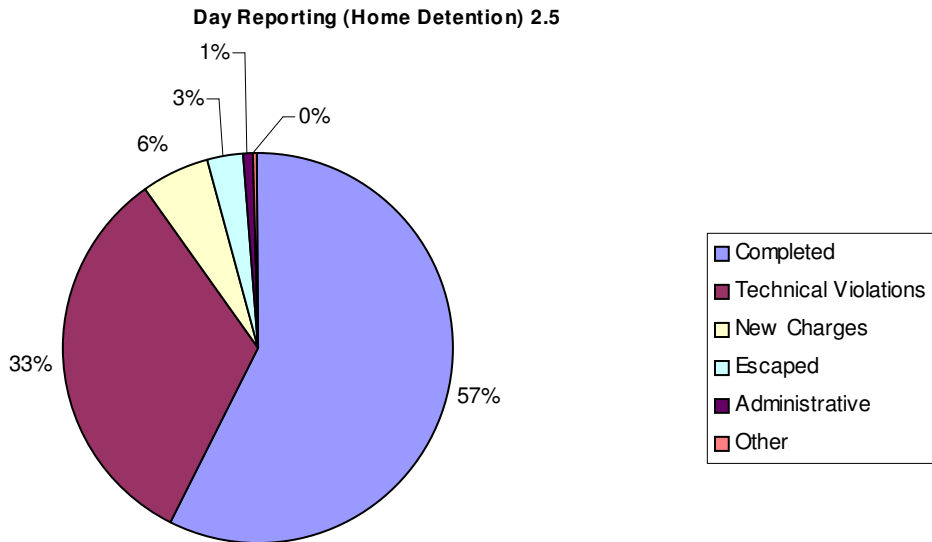
4. Study Project Time Line and Revisions Log

A dedicated log will be developed to establish a historic record of the actions completed in the progress of organizational change as initiated on August 1, 2010.

The research division will continue to maintain the records necessary for study data points. The initial comparison period being proposed is calendar year 2011 through calendar year 2014. A Study Revision





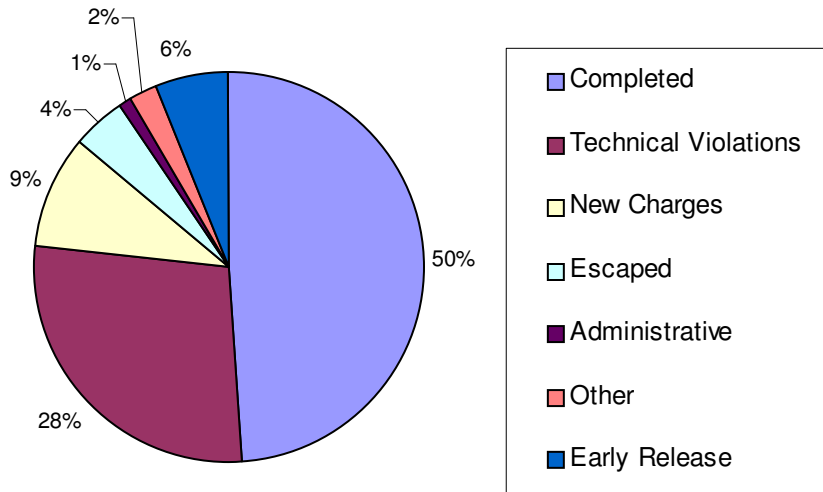


<b>Day Reporting (Home Detention) 2.5</b>		
<b>Status</b>	<b>Number</b>	<b>Percent</b>
Completed	468	57.35
Technical Violations	268	32.84
New Charges	46	5.64
Escaped	25	3.06
Administrative	7	0.86
Other	2	0.25
<b>Total</b>	<b>816</b>	

**Forensic Diversion. ( IC 11.12.11.5).** The Forensic Diversion program is for offenders who are classified as mentally ill under the DSM-IV. ACCC identifies offenders with serious mental illnesses and co-occurring substance abuse problems. Normally, these offenders have been convicted of an OWI and sentenced to supervision either as a condition of probation or in cases of repeat offenders, under direct placement.

The charts below indicate the component release status for offenders on the Forensic Diversion program from January 1, 2006 until July 1, 2010.

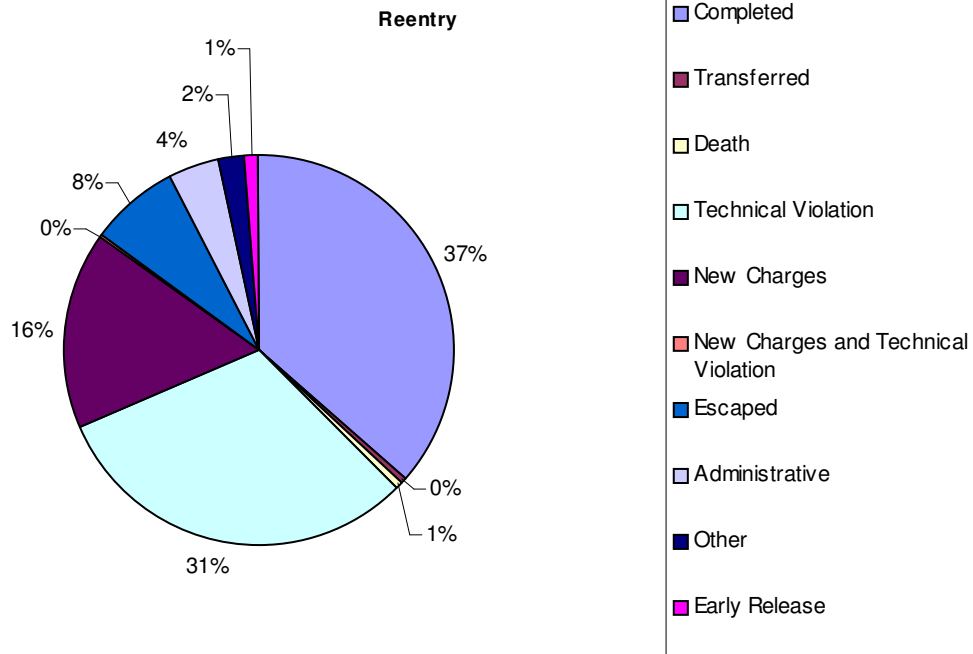
**Forensic Diversion**



Forensic Diversion		
Status	Number	Percent
Completed	88	48.89
Technical Violations	50	27.78
New Charges	17	9.44
Escaped	8	4.44
Administrative	2	1.11
Other	4	2.22
Early Release	11	6.11
<b>Total</b>	<b>180</b>	

**Reentry. (IC 33-23-14).** The Reentry program is for offenders released early from prison under the Community Transition statute. The offenders are still officially DOC inmates, but are under the supervision of ACCC. The Reentry Court Program is designed as a one-year program to facilitate the transition of offenders from prison back to their community. These offenders are generally high-risk offenders.

The charts below indicate the component release status for offenders on the Reentry program from January 1, 2006 until July 2010.



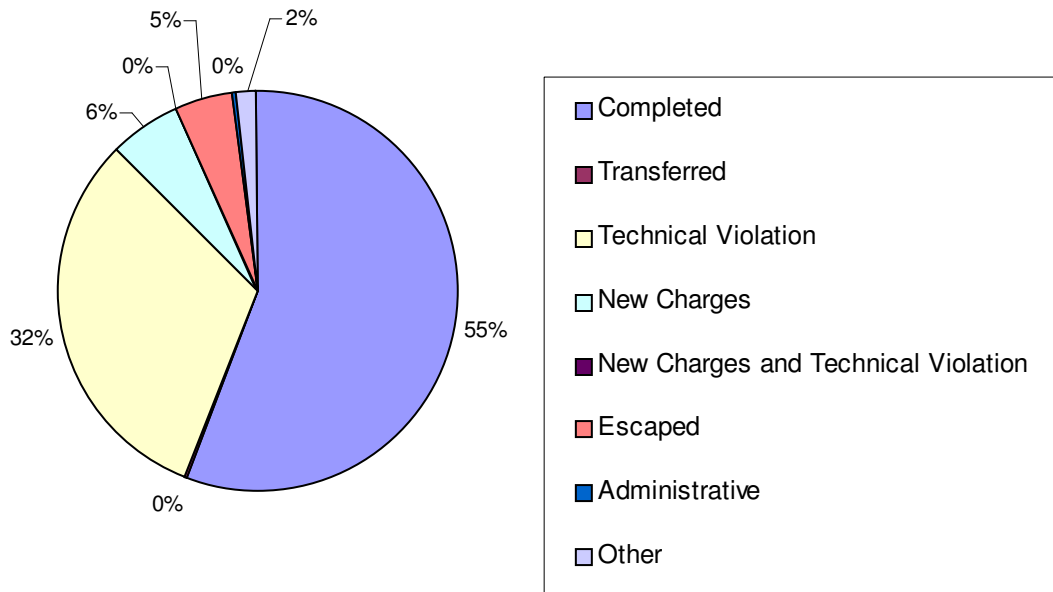
Re-Entry Court		
Status	Number	Percent
Completed	326	36.51
Transferred	3	0.34
Death	5	0.56
Technical Violation	276	30.91
New Charges	146	16.35
New Charges and Technical Violation	2	0.22
Escaped	68	7.61
Administrative	36	4.03
Other	20	2.24
Early Release	11	1.23
<b>Total</b>	893	

**Direct Placement Home Detention. (IC 35-38-2.6).** The Direct Placement Home Detention program is for offenders who have received an executed placement under community corrections supervision.

Normally these offenders have been convicted of a series of misdemeanors or felonies.

The charts below indicate the component release status for offenders on the Direct Placement Home Detention Program from January 1, 2006 until July 1 2010.

**Day Reporting (Home Detention) 2.6**



<b>Day Reporting (Home Detention) 2.6</b>		
<b>Status</b>	<b>Number</b>	<b>Percent</b>
Completed	789	55.64
Transferred	1	0.07
Technical Violation	449	31.66
New Charges	85	5.99
New Charges and Technical Violation	1	0.07
Escaped	66	4.65
Administrative	2	0.14
Other	25	1.76
<b>Total</b>	<b>1418</b>	

# Section IV – New Initiatives

## Part A: Organizational Change

### Problem Statement

The preliminary scientific results of the 2006-2009 Technical Violation Study, indicate that the historical performance (or non performance) of offenders sentenced to community corrections supervision and the requisite technical violations committed that resulted in termination from the program, have remained constant, and are equal to or in some instances greater than, the re-arrests that result in termination from the program.

### Goal

To create a new systemic social learning environment within ACCC; to actively engage offenders by providing the supervision staff with the necessary motivational strategies, reinforcements and controls, and problem-solving skills to positively affect offender achievements, public safety and supervision outcomes, and to reduce offender behavior (technical violations) by identifying the causal relationship together, and addressing it appropriately.

### Objectives

1. Provide training and the professional development of all staff by encouraging ongoing learning in terms of the agency's own processes and services; providing clear expectations for staff in offender management techniques and requiring system-wide training and certification in the elements of Motivational Interviewing, social learning techniques, and on-going public safety training for all staff.
2. Communicate the fact that Research is the driving force for implementing the new risk assessment and all other programs and services offered at ACCC; tracking and reviewing the effectiveness and/or disparities of the sanctions applied, the key performance measures, employment, victim restitution, and positive-behavior change, and the subsequent conduct of the offender, through historical technical violation and re-arrest data.
3. Establish an "Earned Compliance" system of rewards with proper incentives for a reduction in supervision.
4. Structure case plans which are responsive not only to the individual risk and needs factors, but the offenders' personal, individual goals.
5. Match the level of risk to the assignment of appropriate level of supervision.
6. Encourage social and family networks, and victims' advocacy.
7. Establish a CAB process whereby a professional staff is trained on the value of discretion, applying standardized and appropriate sanctions for violating rules of conduct in a structured, swift and incremental response, and installing an impartial CAB judge for serious violations.
8. Implement a service-friendly system of information distribution to offenders and family through the internet, intake, and throughout program participation.

### Conclusion

ACCC has committed itself to research and implement and promote a behavior management supervision system that focuses on creating an environment whereby an offender will be personally engaged in making positive behavior change.

**Submitted by: Sheila Hudson**

## **Part B: Indiana Risk Assessment System (IRAS)**

On March 17, 2010, the PEW Center on the States released the Prison Count Issue Brief. The brief reported that Indiana's prison commitments increased by 5.3% over the period of time between December 31, 2008 and January 1, 2010. For this reason, Allen County Community Corrections found it important to determine the agency's role in any potentially preventable prison commitments from Allen County.

After a review of discharges from Allen County Community Corrections supervision systems, it has been noted that an unacceptably large percentage of all discharges are the result of technical violations. Although Allen County Community Corrections discharges due to technical violations account for only a small percentage of all Allen County offender commitments to Indiana Department of Correction prison facilities, long term trends within the agency do indicate that this type of discharge continues to consist of up to 50% of all supervision program discharges.

Research has indicated that the implementation of scientifically supported behavioral interventions and supervision practices in other areas of the United States have proven effective in reducing the amount of technical violations committed by offenders. Because of the level of unsatisfactory discharges from supervision being described, there is a high probability that a positive impact on offender behavior could be affected by fully implementing organizational practices that are supported by research. In other words, it is being predicted that technical violations will be reduced, and as an extension, both Indiana Department of Correction commitments and new arrests will also be reduced.

To transfer this knowledge to practice initially, and to encourage continuing performance improvement in the reduction of technical violations, a component of quality assurance has been designed and implemented. The specific purpose of this component is to establish a record of baseline data regarding offenders of each of four supervision components and various aspects of unsatisfactory discharges from supervision due to technical violations. Beginning in the year 2011, a concerted effort will be undertaken to begin and complete as much as possible a comprehensive organizational change. An objective of this organizational change will be the implementation of practices using effective behavioral interventions to reduce the overall rate of technical violations. The Technical Violation Summary Worksheet provides an illustration of instruments that will be used in the continuous effort to evaluate resulting annual data sets. Performance monitoring will not only provide a view of comparison to the baseline data set collected prior to organizational change, but also comparison from year to year going into the future to assist with continuous quality improvement.

Allen County Community Corrections is also planning on taking advantage of this confluence of events to catapult efforts toward organizational change. As already mentioned, the discoveries regarding technical violation driven discharges are powerful influences on the mindset and decision making of staff members. In addition, the long anticipated delivery of the Indiana Risk Assessment System (IRAS) tool will provide initiative for a renewed focus on the effects of offender risk and need identification on the design of case plans. Services will be applied to specifically address prioritized criminogenic needs. The IRAS is a culmination of efforts by a coalition of criminal justice, community supervision professionals led by the Indiana Judicial Center staff members. In 2007, this coalition was gathered into a committee to explore solutions to the problem identified as a lack of standards among agencies in the application of risk assessments. In 2009, a decision was made to pursue a tool similar to one that had been developed for use in the State of Ohio and had just been found to be accurate and reliable for use with Ohio offender populations through research. In June of 2009, a version of this tool was validated for use with Indiana offender populations. Finally, all Allen County Community Corrections staff members with regular face to face contact with offenders will be required to become certified in IRAS application. The first groups of staff members to receive IRAS training and test for certification on use of the tool will attend local training sessions in late October 2010 and early November of 2010.

In conjunction with addressing Allen County Community Corrections staff members with information on historic performance and introducing new tools for improving services based on criminogenic need, Allen County Community Corrections administration will gauge staff member readiness for change. The TCU Organizational Readiness for Change Assessment will be administered to staff members to assist in discovering any misconceptions, apprehensions, or opportunities. Possession of this information is highly valuable to the development and adjustment of strategy established to guide the progression of organizational change.

**Submitted by: Ken Scheele**

## **Part C: Revision of Conduct Adjustment Board Procedure**

On April 30, 2010, Indiana Department of Correction Commissioner, Edwin G. Buss, issued an Executive Directive outlining several changes to *The Disciplinary Code for Adult Offenders* and the administrative procedures associated with the disciplinary code. The most significant of these changes included:

- The addition of several new definitions which can be used to better define offenses and operations within the administrative procedures.
- The addition of a new section on staff training.
- New section on the duties of the Final Reviewing Authority.
- New Section on duties of the Division of Legal Services.
- The addition of information on the use of a “Warning” rather than an Informal Conduct Report or Report of Conduct.
- Removal of the Habitual Offender Violation.
- Revision of the List of Offenses that was presented in Executive Directives # 09-11 and # 09-34.
- The inclusion of the change from a three (3) person Hearing body to a single Hearing Officer as originally presented in Executive Directive: # 08-49.
- The revision of the Sanctioning Guidelines that were presented in Executive Directive # 09-07.
- The inclusion of the changes in the restoration of lost earned credit time and the promotion in Credit Class as originally presented in Executive Directive # 09-07.
- The inclusion of changes in the appeal process as originally presented in Executive Directive # 09-10.
- The addition of procedures requiring the recording of Class A and Class B Disciplinary Hearings.

In the interest of consistency, Allen County Community Corrections has strived to implement a disciplinary code that mirrors that used by the Indiana Department of Correction. Offenders who are released from the Indiana Department of Correction to the Allen County Reentry Court Program are under the jurisdiction of the IDOC during the time they were released under the Community Transition Statute. Additionally, the procedures developed by the IDOC have been legally tested. Allen County Community Corrections took this opportunity to review the entire conduct adjustment hearing process used by the agency and identify any changes that should be made to its current procedures. Additionally, the agency felt that the changes made to this process would allow the staff to deal more effectively with offender technical violations with the goal of increasing the percentage of offenders who successfully complete their supervision.

A committee of twelve senior staff members from various divisions was convened to evaluate the new IDOC procedures and make suggestions for changes to the agency’s policies. The following is a list of the most significant changes made to the conduct adjustment hearing process at Allen County Community Corrections:

- Violations were divided in to four “classes” – A, B, C and D. The classes of violations are listed from most to least serious.



- Previously, almost all violations, no matter their seriousness, were scheduled for a hearing before a Conduct Adjustment Board consisting of three impartial staff members. Under the revised system, Class C and D violations will be addressed immediately by the staff member observing the violation. The rationale for this change was to assist the offender in making the connection between the behavior and the consequence by having the consequence follow the offending behavior.
- Case managers were the primary staff members writing violations and addressing inappropriate behavior by an offender with that person. The current revisions allow the staff member who observed the behavior to immediately address it with the offender. Prior to these revisions, case managers and the hearing board were frequently put in a position of administering discipline without a firsthand knowledge of the events surrounding the incident.
- The former process resulted in significant delays (up to thirty days) between the time the behavior occurred and when it was addressed by a Conduct Adjustment Board. The new process requires that no more than seven days elapse.
- Conduct Adjustment Hearing Boards were organized to have three impartial members. The advantage to this system was that it took advantage of the collective wisdom of the three members when deciding the best way to address violations. The drawback to this system was that it was staff intensive and rotating board members compromised the consistency of sanctions for similar situation. The revised hearing process will rely on one, comprehensively trained individual who will determine sanctions for violations. In order to ensure the appropriateness of the sanctions, they will be reviewed by the Executive staff on a regular basis.

Staff-wide training is scheduled for the first full week of December. The training will include information regarding evidence-based practices for eliciting behavior change. The revisions to the conduct adjustment hearing process will be implemented beginning on January 1, 2010.

**Submitted by: Stan Pflueger**

## **Part D: Employee Training**

In January 2009, Allen County Community Corrections modified its Employee Orientation and Observation program to make the orientation phase for new employees and staff members more efficient and comprehensive. The program was originally designed with the thought that a new employee would sit through a new employee orientation during their first three full days of employment. Implementing this original program as new employee's schedules did not always allow the employee to observe all of the necessary portions of the agency. The new employee orientation and observation program allowed the agency to expose new employees to the agency's mission and goals – the heart and soul of the agency – and document this training in a written document.

The information covered in this initial orientation program was evaluated, and it was determined that the information could be grouped into two general categories – agency information and personnel information. The agency has always acknowledged the critical importance that new employees understand each division and how it fits into the overall mission of the agency as well as how staff members are expected to work with each other, other supervisors, offenders and outside agencies. The redesigned orientation program included a new “observation” phase to ensure that new employees understand this aspect of agency information. The personnel information is covered by staff members in the Human Resources Division. All of the information covered in the Orientation and Observation phases includes documentation of specific topics in a written format so that it may be reviewed with the employee in the future if necessary.

**Submitted by: Lisa Cain**

## **Part E: Web Site Focus Group**

The initial proposal for website development involved only a small section of agency processes (passes, schedules, referrals). Members of the Executive Group requested that a website focus group meet in order to engage each division in “brainstorming” new ideas and concepts that will benefit our offenders. This focus group met two times to evolve ideas that meet these three criteria:

- Better the lives of offenders with new systems or tools
- Better our existing services to offenders with new systems or tools
- Better our jobs with new systems or tools

The ideas that came from these meetings will be discussed below. The group offered ideas for new initiatives that are currently not in place that will tackle offender struggles and “disconnects.” In an effort to foster creativity, focus group members were asked not to consider the feasibility of their ideas, start-up costs or competing values. Some recommendations seemed to suggest that we create a new database to accommodate new services. The intent was to keep an open exchange without the worry of tethering new services to existing procedure.

### *Substance Abuse*

One challenging aspect of the Addictions team is to provide versatile treatment plans that incorporate client input. Creating a library of options, available online – that is, clients can schedule activities online and receive a mode of “control” on their recovery. The data points generated when clients access the plan online can be documented and added to count as “services rendered.” Rollout of this service would be difficult because we would have to consider security, a log-in system, and the development of a new database that would track assignments and attendance.

### *Programs*

The team suggested that we invest staff time and resources into developing a curriculum library that goes beyond our five classes (Choices, Gaining Control, FOR a Change, English Language Literacy, and Money & Your Mind). We would be able to teach shorter segments of “skills” that either are a segment of the existing curricula, or touch on hard-skills that the client wishes to learn. This library, the selection list, and class offerings would be managed online. Case Managers and Probation Officers would submit their picks for each of their clients online and we would build an automated scheduler for each appointment.

### *Interface (Home Page)*

Each division shared that building a unique interface accessible by log-in would be beneficial. A system that would integrate the priorities of each aspect of the program in a meaningful way – fees, restitution, delivery of affirmations for desirable behaviors (the computer would say at log-in, “Congratulations – 40 days without a violation! And your fees are below \$100! Keep it up!”), upcoming appointments, and performance feedback (“You’ve attended 10 of 13 Job Searches.”).

### *Case Management*

This suggestion included creating a new system that would help the Case Manager with “perspective orientation.” Clients often ask what is required in order to achieve release/downgraded supervision. Making the list accessible to offenders will help develop client’s urgency to accomplish the tenants of the list.

### *Communications*

A new system to replace the “check-in” protocol for the Day Reporting Center was recommended. The system could create a “passive alert notification bubble” that would involve counselors, case managers, security, and supervisors responsible for each offender. The purpose would be to engage more staff in an exchange of

information enabling us to strategize time and resources wisely. The benefit for the offender is – fewer trips to the Day Reporting Center. This system would be an elegant way to link our divisions and could be worthwhile if the technology permits.

#### *Intelligent Design*

Everyone was in agreement that it would be beneficial to link and reference aspects of the program into the user-experience. Users would notice limitations in data-entry that decreased mistakes as well as prevented requests that would likely be denied. For example, if fees are over \$200, then a client could not use the web to submit a pass – or – passes could not be submitted less than “7” days in advance of the appointment. This system design would also prevent overlap of scheduled appointments – CM appointments would not overlap class times, court times, etc.

#### *Surveys*

All divisions acknowledged the value of user-surveys to rate the effectiveness of our programs, services, and interactions. Data can be collected to make recommendations for programming, Website aesthetics, user experience, and usefulness.

After the second meeting, it became evident that the majority of the recommendations from the Focus Group would not be realistic without the creation of a parallel database to CMS. Given our technological restrictions from ATOS, and that we cannot tether a website to our secure server for CMS, we would have to discuss major changes to the IT infrastructure before many of the above ideas can be implemented.

#### *Submitting forms of any kind*

Creating a Web-based submission forms for passes, weekly schedules, and any other “form” would be very simple, low cost, and can be easily implemented. It should be considered that we do not replace the manual methods for submitting forms, however, until we perfect the online interface. One caveat to using exclusively online submission systems is that we would only be able to benefit a fraction of the users at this time.

#### *Kiosks*

The Focus Group had initially recommended the creation of a “resource center” - a room fully dedicated for internet access for offenders. However, to scale down the request and meet the need of increasing access at the Day Reporting Center, the installation of two kiosks to allow clients to submit schedules and pass requests via this portal – located in the lobby was recommended. The start-up costs would be approximately \$1,000.00, and this would be offset within 1-2 months by decreasing the data entry time by the Communications Division and the Pass Techs by approximately 40-50%.

#### *Access to Forms Online*

Creating electronic versions of the forms used administratively would be a resource that could be immediately implement at little or no cost. The agency would only have to advertise both the availability and the instructions to the existing offenders.

**Submitted by: Javier Zaragoza**

## **Part F: Money and Your Mind Program**

In 2010, the Money & Your Mind program was introduced in to the spectrum of classes at ACCC, designed as a short intervention to provide financial techniques that will decrease the debt load of offenders. The Program Facilitators aim to assist offenders in the negotiation of delinquent accounts by: 1) providing credit reports, 2) developing sustainable budgets, and 3) assisting offenders clarify priorities to develop healthy habits of saving money. The program seeks to engage people in poverty toward creating a sustainable increase in their standard of living.

**Submitted by: Javier Zaragoza**

## **Part G: Gambling Program**

Research indicates that problem and pathological gambling is a growing concern both in Indiana and across the nation. Gamblers can quickly create enormous debts for themselves and their families and may resort to criminal activities to participate in, finance, or cover up gambling activities. In response, ACCC has launched several initiatives to identify and treat offenders who struggle with gambling issues. ACCC is in a unique position to offer services to individuals who may otherwise be unidentified within the criminal justice system as being in need of these services.

**Screening and Assessment:** Screening for gambling behaviors is accomplished via the South Oak Gambling Screen (SOGS). All offenders are screened during the clinical evaluation process. Offenders with elevated scores on the SOGS are seen by members of the clinical team for a thorough Gambling Assessment and recommendations for education and/or treatment are forwarded to the case management division.

ACCC has partnered with Indiana University to collect and record collected SOGS data in an effort to better understand gambling activities in Indiana.

**Education and Treatment:** ACCC has developed an 18-hour group educational program, Better Odds, which utilizes evidence supported materials developed by Dr. Timothy Fong. Topics for sessions include defining gambling behaviors, identifying costs to self and others, budgeting, abstinence and relapse planning, and identifying erroneous thought patterns. Offenders may also attend individual therapy sessions and family focused sessions to increase their level of insight and solidify treatment gains.

**Submitted by: Stephanie Troyer**