

WORKPLAN CHART - GRANT COUNTY, INDIANA

Harm Reduction Goals:
 Reduce the use of jail for pretrial low risk, non-violent defendants by 10 percent of baseline over three years

 Within one year, on average, case processing from arrest to disposition will meet American Bar Association standards; nine months for felonies; 90 days for misdemeanors.

- Objectives:**
1. Within six months, the Indiana Risk Assessment System Pretrial Assessment Tool (IRAS) will be completed for 95 percent of all jail bookings
 2. Within one year, the average daily jail population will be at least 10 percent less than the federal cap of 274
 3. Within two years, less than 20 percent of pretrial releases will have new offense arrests during pretrial status
 4. Within two years, less than 20 percent of pretrial releases will fail to appear during pretrial status
 5. Within two years, the number of days between arrest and initial discovery will average less than 45 days
 6. Within one years, 90 percent of IRAS results will be shared with judges, prosecutors and defense within seven days
 7. Within one year, the number of days between arrest and disposition will average 12 months for felonies and 90 days for misdemeanors

<u>Action Steps:</u>	<u>Completion Date</u>	<u>Lead Person</u>	<u>Others Responsible</u>	<u>Resource Needs</u>	<u>Partner Coordination</u>
Develop/implement IRAS training for stakeholders	11/1/2011	Chris Cunningham	Randy Albertson	IRAS Handouts IRAS Powerpoint Flip Charts Markers Drinks/snacks	Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders
Develop/implement training on IRAS test administration and skills for identified jail staff	11/1/2011	Chris Cunningham	Randy Albertson	IRAS Handouts IRAS Powerpoint Flip Charts Markers Drinks/snacks	Jail Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders

Action Steps:	Completion Date	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Develop/implement plan for conducting IRAS	1/3/2012	Chris Cunningham	Randy Albertson Judge Spitzer Tia Brewer	IRAS Powerpoint	Jail Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders
Establish access to state IRAS database by all identified users	12/1/2011	Chris Cunningham	Randy Albertson	None	Sheriff's Department IN Supreme Court JTAC Courts
Develop/implement policy on incorporating assessment results in release decisions	12/31/2011	Judge Spitzer	Randy Albertson Chris Cunningham Jim Luttrull Tia Brewer Judge Spitzer		Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders
Develop/implement a plan to eliminate duplication and increase accuracy of record checks	12/31/2011	Mike Small	Randy Albertson Cliff Sessoms Dawn MacDonald	None	Probation Sheriff's Department Marion Police Dept. Other Law Enforcement
Develop/implement a plan for distributing IRAS, record checks and victim fatality tool and other discovery documents	1/3/2012	Randy Albertson	Chris Cunningham Cliff Sessoms Jim Luttrull Tia Brewer Judge Spitzer	None	Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders
Develop/implement baseline data measures and cost drivers with assistance from SEARCH/JRI	1/1/2013	Chris Cunningham	Cindy McCoy Doug Daugherty Teresa Baker Bill Kirkpatrick Judge Spitzer	TA Providers Software Reps	Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders IT Department

<u>Action Steps:</u>	<u>Completion Date</u>	<u>Lead Person</u>	<u>Others Responsible</u>	<u>Resource Needs</u>	<u>Partner Coordination</u>
Develop process for routine feedback on release decision outcomes	1/1/2013	Chris Cunningham	Cindy McCoy Doug Daugherty Teresa Baker Bill Kirkpatrick	TA Providers	Courts Prosecutor's Office Jail Law Enforcement Victim's Advocates Public Defenders
Develop agency-level logic models for courts Prosecutor's office, Jail, Marion Police Dept. Public Defenders	1/1/2012	Doug Daugherty	Randy Albertson Jill Speicher David Gilbert	Logic Model Powerpoint	

Potential Barriers: Access to state IRAS database will require adoption of state policy. Grant will be the first county to enter pretrial data into the system.

Strategy to Address Barriers:
Discussions are under way and draft policy is under consideration. Judge Spitzer may need to meet with members of the Indiana Judicial Center Advisory Board

Harm Reduction Goals:
Within one year, 70 percent of victims will report satisfaction with the court process.

Objectives:

1. Within two years, survey results will be compiled and reviewed quarterly by the policy team
2. Within one year, 70 percent of victims will be provided with information about the court process and available supports.
3. Within two years, 70 percent of discharged probationers will be paying required restitution

Action Steps:	Completion Date	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Adopt/implement victim satisfaction survey	11/1/2011	Jill Speicher	Jim Luttrull Cindy McCoy Doug Daugherty	Internet search for models Funds for survey development	Prosecutor's Office Probation Clerk's Office Prosecutor's Office Probation Clerk's Office
Examine and make recommendations to improve restitution collection process	12/1/2011	Jill Speicher	Jim Luttrull Mike Small Mark Florence	Powerpoint	Prosecutor's Office Probation Clerk's Office
Adopt/implement revised restitution collection process	1/1/2011	Jill Speicher	Jim Luttrull Mike Small Mark Florence	Powerpoint Court calendars	Prosecutor's Office Probation Clerk's Office
Create/distribute letter to educate victims on restitution collection	1/1/2011	Jill Speicher	Jim Luttrull Mike Small Mark Florence	Copy paper Postage stamps	
Develop agency-level logic models for Prosecutor's Office, Probation, Clerk's Office	1/1/2012	Doug Daugherty	Cindy McCoy Jim Luttrull Mark Florence	Logic Model Powerpoint	Prosecutor's Office Probation Clerk's Office

Potential Barriers: Limited staff resources. Agencies may require additional personnel in order to track and collect restitution.

Strategy to Address Barriers: Development of an automated tracking system installed with the clerk's data system may allow "flagging" of unpaid restitution and automatic calendaring of hearings.

Harm Reduction Goals:

Within three years, new offense rearrests for probationers will be less than 40 percent

Within three years, improve housing stability, employment and family functioning for probationers by 25 percent

Objectives:

1. Within three years, 50 percent of probationers will demonstrate reductions in IRAS scores
2. Within three years, offenders who complete DV program will demonstrate a rearrest rate of 50 percent or less
3. Within 18 months, 75 percent of probation officers will report that caseload sizes support the use EBP
4. Within three years, Increase successful completion of probation by probationers by 10 percent
5. Within two years, decrease technical violations filed with the courts by 10 percent

Action Steps:**Completion Date****Lead Person****Others Responsible****Resource Needs****Partner Coordination**

Implement policy from judges requiring services be aligned with EBP

10/1/2011

Judge Kenworthy

Judge Spitzer
Judge Todd
Judge Haas
Cindy McCoy

Mini-Assessment

Probation
Community Corrections
Grant-Blackford MH
Family Services

Conduct service provider meeting to build understanding of EBP Principles

11/1/2011

Cindy McCoy

Paul Kuczora
Connie Rose

EBP Powerpoint
Flip Charts
Markers
Drinks/Snacks

Grant-Blackford MH
Family Services

Develop and issue 3-4 RFPs for providers with expectations for EBP, reporting and quality assurance

12/1/2011

Cindy McCoy

Chris Cunningham

Mini-Assessment

Review proposals and award 3-4 contracts including method for exchange of information

1/1/2012

Judge Kenworthy

Cindy McCoy
Chris Cunningham
Judge Spitzer
Melissa Stephenson

Proposals

Action Steps:	Completion Date	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Pilot and validate a DV curriculum	3/1/2012	Cindy McCoy	Connie Rose Judge Kenworthy Kim Porter Shannon Wright	None Training Research design Database	Family Services Bartholomew County Porter County
a. Arrange training for facilitators	7/1/2011	Cindy McCoy	Connie Rose Brad Barnes Tammy O'Neil	Phone/email Meeting space Drinks/snacks	Family Services Bartholomew County Porter County
b. Coordinate meeting/activities with researcher	8/1/2011	Cindy McCoy	Connie Rose Chris Lowenkamp Brad Barnes Tammy O'Neil	Phone/email	Family Services Bartholomew County Porter County
c. Design research/validation plan	9/1/2011	Cindy McCoy	Brad Barnes Tammy O'Neil Connie Rose Chris Lowenkamp	Database Doug Daugherty	Family Services Bartholomew County Porter County
Implement HEFF and use to inform case management	10/1/2011	Cindy McCoy	Mike Small Jeremy Chandler Doug Daugherty	Training for staff	Probation Community Corrections
Define process and outcome measures (SEARCH/JRI)	2/1/2012	Cindy McCoy	Chris Cunningham Doug Daugherty	Database TA Providers	Family Services Bartholomew County Porter County
Develop mechanism to audit services	3/1/2012	Cindy McCoy	Cindy McCoy Chris Cunningham Melissa Stephenson	Database Audit calendar	Prosecutor Courts
Examine practices that contribute to high caseloads	6/1/2011	Cindy McCoy	Mike Small Judge Todd	Database	Probation Courts Prosecutor

Action Steps:	Completion Date	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Simulate costs/benefits of caseload reduction options	3/1/2012	Cindy McCoy	Mike Small Judge Todd	TA Providers Database	Prosecutor Courts
Develop recommendations to reduce caseload sizes	8/1/2012	Judge Todd	Judge Todd Mike Conner	Mini-Assessment	Prosecutor Courts
Develop/adopt a violation response policy misbehavior	2/1/2012	Cindy McCoy	Cindy McCoy Mike Small Brad Kochanek	Mini-Assessment	Courts Probation
Develop data plan to measure effectiveness of violation responses	1/1/2012	Cindy McCoy	Mike Small Chris Cunningham Brad Kochanek	Publishing Software Overtime funds	
Develop agency-level logic model for probation and community corrections	2/1/2012	Cindy McCoy	Chris Cunningham Doug Daugherty Brad Kochanek Thomas Bigger	TA Providers Evaluation funding	Courts Probation Community Corrections

Potential Barriers: Allocating staff time to work on the matrix and policy may be a problem. Staff will be reluctant to bank low-risk believing they are responsible for monitoring anyone placed on probation. If it is necessary to add probation staff, it will be difficult to get approval.

Strategy to Address Barriers: May be able to use probation fees to pay overtime for officers working on the matrix. Policy will need to specifically include "banking" as a requirement for lows. May need to apply for a grant to pilot the matrix and hire more officers.