



EL PASO COUNTY

COMMISSIONERS:
CAMI BREMER (CHAIR)
CARRIE GEITNER (VICE-CHAIR)

COLORADO

HOLLY WILLIAMS
STAN VANDERWERF
LONGINOS GONZALEZ, JR.

VISION

EL PASO COUNTY WILL BE A TRUSTED REGIONAL LEADER KNOWN FOR EXCELLENCE IN COUNTY SERVICE DELIVERY

JUSTICE SERVICES DEPARTMENT

VETERANS SERVICES ~ CRIMINAL JUSTICE PLANNING ~ JUSTICE SERVICES

Community Corrections Board (CCB)

May 16, 2023, 12:15 p.m. - 1:45 p.m.

Meeting Agenda

Justice Services Building, 1st Floor Conference Room 122, 17 N Spruce St., Colorado Springs 80905

Or join virtually via TEAMS: [Click here to join the meeting](#); Email for the invitation: dianefrost@elpasoco.com

Or call in (audio only): 1-719-283-1263. Phone Conference ID: 745 184 002#

<u>Item</u>	<u>Presenter</u>	<u>Recommended Action</u>
1. Call Meeting to Order	Chair	
2. Attendance a) Introduction of members and guests b) Requests for excused absences	Chair	Roll Call
3. Case Review a) VRA Statements b) Discussion and Balloting	Tiffany Weaver Chair	Information Balloting
4. Approval of Minutes a) Ratify meeting minutes for April 18 th and the electronic meeting minutes of April 5 th , 12 th , and 26 th , 2023.	Chair	Vote
5. Program Reports a) Embrave (ECC) b) Community Alternatives of El Paso County (CAE)	Mark Wester Sean Foster	Information Information
6. Monthly Reports a) SFY23 Financial Report b) Provider Termination Reports c) Staff Report	MaCain Hildebrand MaCain Hildebrand MaCain Hildebrand	Information Information Information
7. Old Business a) Denver Transition Waitlist to El Paso County CC Beds	MaCain Hildebrand	Information
8. New Business a) CJIS Level II Security & Board Training Requirements b) CAE 2 nd Half Facility Payment Distribution c) CAE Staff Hiring Waiver Request	Christine Burns Christine Burns Sean Foster	Information Vote Vote
9. Case Review - Ballot Results	Chair	Information
10. Board / Staff Comments	Chair	Comments
11. Adjournment		

Next meeting date: Tuesday, June 20, 2023, at 12:15 p.m.

JUSTICE SERVICES
17 N. Spruce Street
Colorado Springs, CO 80905



VETERANS SERVICES
5850 Championship View, Ste. 130
Colorado Springs, CO 80924

4th Judicial District Community Corrections Board (CCB)
MINUTES
April 18, 2023

Board Members: Rose Roy, Lori Griffith, Mark Allison, Judge Miller; Judge Rotolo, Brent Nelson, Billie Ratliff, James Allen, Judith McCollum, Kirsten Swenson, Ryan Graham, Jim Reid, Mike Pitt, Ashleigh Pratt, Mark Morgan, Coleen Layman and newly appointed member, Chantel Bruce.

Excused absences: None

Unexcused absences: None

Staff Present: Peter Carey, Christine Burns, MaCain Hildebrand, Daniel Huddleston, Tiffany Weaver, and Terry Sample

Guests present: Mark Wester, Sean Foster, Greg Mauro, Katie Ruske, Paul Isenstadt, Mike Baker, and Dennis Kleinsasser

1. **Acting Chair Lori Griffith called the meeting to order at 12:15 pm.** The Board meeting was held with Board members attending either virtually or in person.

Chair introduced Sex Offender Evaluators Paul Isenstadt, Mike Baker, and Dr. Dennis Kleinsasser. The group provided a presentation on the continuum of containment for sex offenders, which includes the evaluation, treatment, and monitoring of Sex Offenders within the community.

2. **Attendance:** Acting Chair Lori Griffith called roll. Dr. Judith McCollum requested to be excused from the next two ballots. Judge Rotolo requested to be excused from the May 16th ballot. Billie Ratliff requested excused absences for the May 3rd ballot; New citizen committee member Chanel Bruce was introduced and welcomed.

3. **Case Review:**

- a. **VRA Statements:** No victim statements.
- b. **Discussion and Balloting:** No Discussion. Balloting was opened.

4. **Approval of Minutes:** Billie Ratliff moved, and Coleen Layman seconded to approve the meeting minutes for March 21st, 2023, and the electronic meeting minutes for March 1st, 8th, and 15th, and 29th 2023. The motion passed unanimously by roll call vote.

5. **Program Reports:**

- a. **Embrave:** Mark Wester reported for Embrave. He thanked the presenters. Mr. Wester stated that they are currently allocated for 234 beds. For March, he reports 72 Diversion clients, 85 Transition Clients, eleven Condition of Parole clients, four Condition of Probation clients, and 23 nonresidential clients; Mr. Wester reports for the month of

March, there were 46 admissions and 56 terminations. The successful termination rate was 60.7%, and the unsuccessful termination rate was 39.3%. Of those unsuccessful terminations, seven were for escapes; Mark Wester reported that for staffing, there are currently five vacant FTEs for frontline staff, and there are two case manager vacancies. Mr. Wester reported the employment rate for clients is at 76% for March, which is up from 71% from the previous month; He reported the client positive UA rate for March at 2.2%; Mr. Wester reported a total of 26 Diversion referrals and 40 Transition Referrals for the month of March; Mr. Wester reported on Embrave's KPIs with involuntary staff terminations being lowered by 5% from their baseline of 32% in March; The average length of service for staff is currently at 3.6 years with the goal of 3.7 years; Mr. Wester reported that Embrave staff facilitated Mental Health First Aid training for El Paso County staff during the month of March.

Mr. Wester answered questions from the board regarding the one reported assault that occurred during the month of March; the assault involved a client shoving and threatening another client; there were no injuries; he reported being uncertain if the involved client had mental health issues and did not believe the client was under the influence of any substances at the time of the incident; Mr. Wester answered a question regarding the RDDT program; he stated the program has been temporarily suspended due to Embrave having difficulty recruiting qualified clinicians.

- b. **Community Alternatives of El Paso (CAE)**: Sean Foster reported for CAE. Mr. Foster stated that the CAE bed capacity for March was 192; He reported that child support collection was increased, but restitution collection decreased for March. He attributed this reduction due to multiple non-res progressions and successful completions; Mr. Foster reported there were 36 admissions and 23 terminations during the month of March, with a 56.5% successful termination rate and a 43.5% negative termination rate, which included four escapes; Mr. Foster reported that CAE's client employment rate dropped slightly to 75.6%. Mr. Foster reported an increase in the number of client grievances and included topics such as CAE's smoking policy, cell phone usage, Sunday cleanups, chores, passes, roommate concerns, and one regarding a UA; Mr. Foster reported three PREA allegations during the month of March, two that involved clients and one that involved staff. The staff member resigned during the investigation; Mr. Foster reports that during the month of March, staff participated in Community of Practice training with DCJ as well as leadership training provided by a Special Forces soldier from Fort Carson. Mr. Foster reports that a canine search was conducted on March 28th, with no major contraband discovered. Mr. Foster reported that CAE continues to work on its Key Performance Indicators concerning staff retention and training and core correctional practices. He reported the current employee retention rate is at 72.5%, with the case manager retention rate at 78.6%.

Mr. Foster answered questions from the board and stated that the reason for such a significant increase in the reported amount of collected child support and restitution over the past two months is due to an improvement in case managers tracking these categories; Mr. Foster answered a question from the board concerning a report of dangerous drugs and

stated that he was unable to recall what the specific type of drug was but would find out and report back to the board next month. Mr. Foster explained that medical emergencies for the last two months involved overdoses, the use of Narcan, and staff performing CPR on one client. Mr. Foster answered a question from the board regarding being underspent for the month; He stated that CAE's census was lowered as a result of COVID-19, and they are slowly working to build the numbers back up to the capacity of 220. Mr. Foster read a letter from a former client thanking the staff of CAE for their support and the success he has had in transitioning back into the community.

6. Monthly Reports:

- a. **SFY23 Financial Report:** MaCain Hildebrand reported the March 2023 expenditure reports. For the month of March FY23, the expected YTD expenditures should have been at 75%. Embrace/CCI was at \$5,229,719.39 expended, representing 6.48% overspent. CAE was at \$3,312,391.85 expended, representing 18.34% underspent.
- b. **Provider Termination Report:** MaCain Hildebrand reported that for the month of March 2023, Embrace had a 60.71% positive /successful termination rate, a 12.50% unauthorized absence termination rate, and a 26.79% technical violation termination rate. He reported that Community Alternatives of El Paso County had a 56.52% positive/successful termination rate, a 17.39% unauthorized absence termination rate, and a 13.04% technical violation termination rate.
- **Staff Report:** MaCain Hildebrand welcomed new citizen board member Chantel Bruce. He reported that Justice Services staff participated in Mental Health First Aid training on March 28th. Mental Health First Aid teaches participants to recognize the signs and symptoms that suggest a potential mental health or substance use challenge, how to listen non-judgmentally and give reassurance to the person, and how to refer that person to appropriate support and services. Mr. Hildebrand reported that DCJ-Office of Community Corrections Manager Katie Ruske provided the attached notification to Community Corrections Boards and Providers that the OCC has determined that Medicaid can be utilized for reimbursement on urine analysis testing when authorized by Medicaid. Mr. Hildebrand reported that he will be sending out an email invitation to the Board to determine if any members are interested in participating in a tour of Embrace and CAE.

7. Old Business: None

8. **New Business:** Executive Director Peter Carey and Denver Community Corrections Director, Greg Mauro, presented the proposal for El Paso County to assist Denver County Community Corrections with their current large waitlist of approved transition clients. The proposal would be for the El Paso County Community Corrections Board to accept Denver's waitlist clients

4th Judicial District Community Corrections Board (CCB)
MINUTES
April 18, 2023

based on Denver's board review and approval without requiring an additional board review by the El Paso County Board. Denver transition clients would be housed within Embrave.

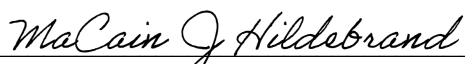
Billie Ratliff moved, and Kirsten Swenson seconded to convene a Board Working Group for educational purposes only on this matter. The motion passed unanimously.

9. Case Review – Ballot Results: Results of the ballot were read by the Chair.

10. Board/Staff Comments: No comments

11. Adjournment: Chair Lori Griffith adjourned the meeting at 2:02 p.m.

Respectfully submitted,



MaCain Hildebrand, Community Corrections Program Manager
El Paso County Community Corrections

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 18, 2023
MANDATORY BOARD REVIEW

Pursuant to Section D (4e) of the OFFENDER PLACEMENT REVIEW PROCEDURES adopted by the El Paso County Community Corrections Board on July 25, 1997 and amended on February 12, 2020, the results of the ballot are reported to and ratified by the El Paso County Community Corrections Board on
 May 16, 2023.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
ZISSLER, KEVIN	23-1032	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	10	4	2
GAMMILL, MIRANDA	23-1033	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	11	3	2
ARCHULETA, FRANCES	23-1034	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	13	1	2
RAMIREZ-PANTOJA, JONATHAN	23-1035	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	14	0	2
ADAMS, ISAIAH	23-1036	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	9	5	2
COURTNEY, DANIEL E	23-1040	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	8	6	2
BRIGHT, LYLE E	23-1041	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	10	4	2
BARRAGAN, ALEXANDER C	23-1042	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	12	2	2
PIERCE, JAMES E	23-1044	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	7	6	3
DYER, MICHAELA I	23-1046	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	13	1	2
WELCH, CANDICE S	23-1047	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	14	0	2
MOSS, DEJA D	23-1050	I	<input type="checkbox"/>	<input type="checkbox"/>		OOO	10	4	2

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
SANCHEZ, TIMOTHY	23-1026	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	11	2
LEE, URRIEL	23-1027	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	5	9	2
PRATT, MICHAEL	23-1028	C	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	6	7	3
LUCERO, NICHOLAS	23-1029	T	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	6	8	2
SALDANO, RYAN	23-1030	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	7	7	2
WOMACK, NATASHA	23-1031	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	7	2
PEARSON, BAILEY	23-1037	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	8	2
GARNIER, JOHN D	23-1038	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	5	9	2
WALL, JASON G	23-1039	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	7	7	2
ARKADIE, BRANDEN L	23-1043	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	7	7	2
MARTINEZ, MICHAEL E	23-1045	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	9	2
FLOREZ, AUGUSTINE	23-1048	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	7	7	2
DYKAS, JONATHAN S	23-1049	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	3	10	3

El Paso County Community Corrections Board
Electronic Screening Minutes
April 5, 2023

Staff present: Daniel Huddleston
Others present: Tiffany Weaver

The meeting was called to order at 1:00 p.m.

1. Ballots: Daniel Huddleston tabulated ballots.

Meeting was adjourned at 1:36 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 05, 2023
MANDATORY BOARD REVIEW

Pursuant to Section D (4e) of the OFFENDER PLACEMENT REVIEW PROCEDURES adopted by the El Paso County Community Corrections Board on July 25, 1997 and amended on February 12, 2020, the results of the ballot are reported to and ratified by the El Paso County Community Corrections Board on
 May 16, 2023.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider*	Approve	Reject	Abst
FIGUEROA-RODRIGUEZ, JOSE	23-0976	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	9	6	1
GILLIAM, SHATINA	23-0980	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	10	5	1
SWARTZ, NICHOLAS	23-0983	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	8	7	1
DAY, MARLEY	23-0986	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	9	6	1
HALLENBECK, PAUL W	23-0992	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	13	2	1
STRASBURG, MICHAEL	23-0994	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	10	5	1
MIKLOS, JORDAN	23-0996	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	OOC	12	2	2
KITCHENS, KRISTIAN J	23-0997	C	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	4	1
STEWART, GRANT H	23-0998	C	<input type="checkbox"/>	<input type="checkbox"/>		ECC	8	7	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
MOLINA, ERNEST	23-0977	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	8	1
FLORES, VINCENT	23-0978	D	<input type="checkbox"/>	<input type="checkbox"/>	15th	CAE	3	12	1
MACDONNELL, JEREMIAH	23-0979	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	12	1
BLAIR, SARAH	23-0981	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	12	1
GREGORY, DANIEL M	23-0982	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	10	1
CHAVEZ, ANDREW	23-0984	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	8	1
FEDERICO, MICHAEL	23-0985	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	4	11	1
WENTURINE, JEFFREY	23-0987	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	12	1
GREENBERG, RICHARD	23-0988	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	7	7	2
KENNIS, CHARLES O	23-0989	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	2	13	1
ORTEGA, RAYMOND D	23-0990	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	2	13	1
FINDLEY, JOSEPH E	23-0991	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	2	12	2
CASADOS, MICHAEL A	23-0993	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	5	9	2
DRAVES, KEITH	23-0995	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	7	8	1

El Paso County Community Corrections Board
Electronic Screening Minutes
April 12, 2023

Staff present: Daniel Huddleston
Others present: Tiffany Weaver

The meeting was called to order at 1:00 p.m.

1. Ballots: Daniel Huddleston tabulated ballots.

Meeting was adjourned at 1:20 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 12, 2023
MANDATORY BOARD REVIEW

Pursuant to Section D (4e) of the OFFENDER PLACEMENT REVIEW PROCEDURES adopted by the El Paso County Community Corrections Board on July 25, 1997 and amended on February 12, 2020, the results of the ballot are reported to and ratified by the El Paso County Community Corrections Board on May 16, 2023.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
VANWERT, SEQUOIA	23-1001	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	10	4	2
JAMES, CHRISTIAN	23-1003	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	11	4	1
FINNEY, DESHAWN	23-1005	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	13	2	1
CASTOR, DYLAN	23-1006	D	<input type="checkbox"/>	<input type="checkbox"/>	5th	ECC	12	3	1
MORALES-ESTRADA, ALEJANDRO	23-1009	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	13	2	1
DIETRICK, FRANKLIN	23-1012	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	14	1	1
GORDON, ADAM	23-1013	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	12	3	1
CURTIS, HEATHER L	23-1014	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	4	1
GARY, RAYMOND A	23-1016	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	8	7	1
BOSTON, DUSTIN J	23-1018	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	10	5	1
CONNER, NINO J	23-1019	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	4	1
MORALES, SARA	23-1021	C	<input type="checkbox"/>	<input type="checkbox"/>		ECC	11	4	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
RAIA, FRANK	23-1002	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	9	1
CALDERON, JOSE	23-1004	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	10	1
WILSON, TYRIEK	23-1007	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	6	9	1
INNIS-JACKSON, TEVEN	23-1008	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	7	2
HANSON-VATLAND, JESSE	23-1010	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	10	1
GARNIER, JOSHUA	23-1011	D	<input type="checkbox"/>	<input type="checkbox"/>	10th	ECC	5	10	1
JAGO, VERNON D	23-1015	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	5	10	1
TERRY, JIM N	23-1017	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	10	1
VANWINGERDEN, GREGORY C	23-1020	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	10	2

Legend:
CAE = Community Alternatives of El Paso County
CCI = ComCor, Inc.
C = Condition of Parole with or without IRT
D = Diversion Residential and NonResidential
T = Transition with or without IRT
*** = Or another Community Corrections Program within the Jurisdiction**

El Paso County Community Corrections Board
Electronic Screening Minutes
April 26, 2023

Staff present: Daniel Huddleston
Others present: Tiffany Weaver

The meeting was called to order at 1:00 p.m.

1. Ballots: Daniel Huddleston tabulated ballots.

Meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 26, 2023
MANDATORY BOARD REVIEW

Pursuant to Section D (4e) of the OFFENDER PLACEMENT REVIEW PROCEDURES adopted by the El Paso County Community Corrections Board on July 25, 1997 and amended on February 12, 2020, the results of the ballot are reported to and ratified by the El Paso County Community Corrections Board on
 May 16, 2023.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
VASQUEZ-JONES, ALLEN	23-1051	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	6	5	1
REED, ZACKERY	23-1052	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	8	3	1
MCENERY, DAVID	23-1053	D	<input type="checkbox"/>	<input type="checkbox"/>	5th	ECC	6	5	1
RAEL, SAVANNAH	23-1054	D	<input type="checkbox"/>	<input type="checkbox"/>	16th	CAE	7	4	1
TURNER, CHRISTOPHER	23-1055	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	4	1
GALLEGOS, BRANDON	23-1056	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	7	4	1
MOBLEY, RODNEY	23-1060	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	10	1	1
CHANDLER, ADAM	23-1061	D	<input type="checkbox"/>	<input type="checkbox"/>	13th	ECC	9	2	1
MULLEN, LUKE	23-1062	T	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	11	0	1
PIZARRO, JOSE	23-1063	D	<input type="checkbox"/>	<input type="checkbox"/>	15th	ECC	6	5	1
DORA, KAYLIE	23-1064	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	8	3	1
ARCHULETA, JEREMIAH	23-1065	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	ECC	6	5	1
SERNA, LUCAS	23-1067	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	11	0	1
QUIRINO, LISA MARIE	23-1068	D	<input type="checkbox"/>	<input type="checkbox"/>	18th	CAE	11	0	1
GONZALES, RICHARD J	23-1070	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	6	5	1
WISE, RAYSHAN L	23-1071	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	8	2	2
MERINO, GEORGE	23-1072	C	<input type="checkbox"/>	<input type="checkbox"/>		ECC	9	2	1
STUTLER, SCOTT N	23-1073	C	<input type="checkbox"/>	<input type="checkbox"/>		ECC	7	3	2
CHAMBERS, LARRY L	23-1074	C	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	2	1
MARTINEZ, ANGELINA R	23-1075	C	<input type="checkbox"/>	<input type="checkbox"/>		ECC	7	4	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
SUTTON-LUMPKIN, SUSAN	23-1057	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	6	1
MEUMANN, DANIELLE	23-1058	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	6	1
PARKS, ANDRE	23-1059	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	4	7	1
HULSHOF, CHRISTIAN	23-1066	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	6	1
ARCHULETA, MAES N	23-1069	T	<input type="checkbox"/>	<input type="checkbox"/>		ECC	3	7	2

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Program Report / Embrace (ECC)

Agenda Date: May 16, 2023

Agenda Item Number: 5-a

Presenter: Mark Wester, Director, ECC

Information: X

Endorsement:

Background Information:

Program to provide insight and information on facility, demographics, admissions and terminations, facility staffing, activity, and other notable information.

Recommended Motion:

N/A

Embrave VENDOR REPORT

Month	April	YEAR	2023
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Facility Capacity:	263
DCJ Allocation:	234

FACILITY DEMOGRAPHICS					
Diversion:	90	IRT:	34	Diversion Out of District:	10
Transition:	75	RDDT:	2		
Condition of Parole:	12	CRP:	10		
Condition of Probation:	5	Non CRP SO:	10		
Non-Residential:	21	Criteria Cases:	130		

FINANCIAL FEES	
<u>Total Financial Fees</u>	<u>Total</u>
Child Support	\$3,940.55
Restitution	\$4,995.05

ADMISSIONS						Specialized Treatment			
	<u>Diversion</u>	<u>Transition</u>	<u>Condition of Parole</u>	<u>Condition of Probation</u>	<u>Non-Residential:</u>	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	<u>Total</u>
Total	5	6	5	2	4	16	0	0	<u>38</u>

TERMINATIONS					Specialized Treatment Terminations			<u>Non-Residential Terminations</u>	
	<u>Diversion</u>	<u>Transition</u>	<u>Condition of Parole</u>	<u>Condition of Probation</u>	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	<u>Total</u>	<u>Non-Residential</u>
Successful	6	4	2	1	4	0	0	<u>17</u>	2
Negative	1	11	1	1	5	1	1	<u>21</u>	0
Total	<u>7</u>	<u>15</u>	<u>3</u>	<u>0</u>	<u>9</u>	<u>1</u>	<u>1</u>	<u>38</u>	<u>2</u>

PROGRAM TERMINATIONS			
<u>Termination Reasons</u>	<u>Total</u>	<u>Percentage</u>	<u>Non-Residential Termination Reasons</u>
Successful Program	17	44.7%	2
Client Status Change - <small>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</small>	5	NA	1
Negative	21	55.3%	0
Escape	11	28.9%	0
House/Technical Violations	10	26.3%	0
Committed New Crime - During Placement	0	0.0%	0
Warrant/Pending Crime - Prior to Placement	0	0.0%	0

FACILITY STAFFING				
<u>Staffing</u>	<i>Budgeted FTE's</i>	<i>New Hires</i>	<i>Terminated</i>	<i>Vacant FTE</i>
Security	38.6	1	3	7
Case Management	21	0	2	4
Treatment Staff	10	2	0	1
Admn	11	0	0	0
Support Staff (Other)	9	0	1	2
Non-Residential	2.4	0	0	0

NOTIFICATIONS & INCIDENT/CRITICAL REPORTS						PROGRAM UPDATE		
Type	Diverson	Transition	COPr	COP	Total	Type	Current Month Rate	Previous Month Rate
New Criminal Offense	0	0	0	0	0	Employment Rate	78.0%	76.0%
Assault	0	0	0	0	0	UA Positive Rate	1.9%	2.0%
Fighting	0	0	0	0	0	Raw UA Data		
Possession of Dangerous Drugs	0	0	0	0	0	Total/Positive	1500 / 29	1500 / 30
Positive Urinalysis	9	13	4	3	29	Type	Current Month Count	Previous Month Count
<i>Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return</i>	Escape	2	7	1	1	Client Grievances	4	4
	Sanctions	73	28	4	3	Citizen Complaints	0	0
Medical Emergency	0	3	1	0	4	IRT Waitlist	12	12
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	3	1	2	0	6	Dual Supervision	0	0
Death	0	0	0	0	0			
PREA Allegation	0	0	0	0	0			
Use of Force	0	0	0	0	0			
TOTAL	87	52	12	7	158			

Diversion Criteria Referrals			Diversion Auto Referrals			Total Referrals
Referrals	Approved	Denied	Referrals	Approved	Denied	
33	29	4	17	17	0	50
Transition Criteria Referrals			Transition Auto Referrals			Total Referrals
Referrals	Approved	Denied	Referrals	Approved	Denied	
77	48	29	5	5	0	82

Jenner Behan

 Director Signature/Designee

5/11/2023

 DATE

PACE Audit

1. Strategy: Enhance case management ranks and training to improve client skill training and outcomes. SKILL TRAIN - FACTOR 4	
STAFF DEVELOPMENT:	<ul style="list-style-type: none"> • Leadership development is occurring every Wednesday with an in depth look and analyses of <i>Dare to Lead</i> • The first educational class of mental health first aid was provided to our first round of staff
2. Strategy: Review and enhance level system with measurable and objective components to increase transparency and consistency of client reinforcement and progression. (Developing and utilizing a level system (5-1) with measurable components creates transparency and consistency in client movement and reinforcement through earned privileges)	
PROGRAM DEVELOPMENT:	<ul style="list-style-type: none"> • We have continued to refine our Program Matrix process to maintain a high level of transparency and fidelity to the model created by DCJ. • Client handbooks were completed and distributed
3950 RENOVATION:	Renovation at the 3950 location has been stopped.

CORE Security Audit

CS-010: Random Headcouts & Facility Walkthroughs	We have Placed Narcan in every restroom in the facilities that we monitor and check & amnesty boxes have been built.
CS-042: Job Search	We continue to work with our vocational case manager, who assists clients with resume's, interview guidance and open positions. She continues to create and maintain relationships with local businesses, who hire our clients.
CS-060: Substance Testing Process	<ul style="list-style-type: none"> • We have contracted with a new urinalysis testing company to have the capacity to test for a wide range of commonly abuse drugs such as fentanyl and prescription medications such as gabapentin. • Passpoint Ocular scanner has started arriving at the Roberts Rd. Facility
OMA-020: Milieu Management	<ul style="list-style-type: none"> • Narcan administration, signs of overdose were taught to all clients, and narcan was distributed to clients. • ComCor inc. completed a risk analyses of clients and restructured the facilities populations. Clients who were found to be a higher risk we're moved to RRRF, as the facility is more secure.

Additional Comments:



5465 Mark Dabling Blvd
Colorado Springs, CO 80918
Phone 719-473-4460

Key Performance Indicators

1. Lower Involuntary staff terminations below the established baseline of 32%
 - a. Our involuntary staff terminations are at 33% compared to the last months 55%
2. Increase average length of stay for staff members to greater than 3 years.
 - a. Our current average length of stay is 4.2 years compared to the prior months 3.7 years.
3. Provide six unique kinds of staff training sessions
 - a. The first in person course of Mental Health First Aid was provided to staff members
 - b. Hearing Officer refresher training was provided to all staff on April 17th
4. Achieve the goal of 75% of staff identifying that they have adequate training
 - a. The Kirkpatrick survey is still scheduled to go out July 27th.
 - i. This will provide feedback towards effectiveness of training curriculum

We can do more **together.**

www.embrave.org

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Program Report / Community Alternatives of El Paso County (CAE)

Agenda Date: May 16, 2023

Agenda Item Number: 5-b

Presenter: Sean Foster, Facility Director, CAE

Information: X

Endorsement:

Background Information:

Program to provide insight and information on facility, demographics, admissions and terminations, facility staffing, activity, and other notable information.

Recommended Motion:

N/A

COMMUNITY ALTERNATIVE OF EL PASO COUNTY (CAE) VENDOR REPORT

Month	April	YEAR	2023
-------	-------	------	------

Facility Capacity:	188
DCJ Allocation:	220

FACILITY DEMOGRAPHICS					
Diversion:	98	IRT:	0	Diversion Out of District:	3
Transition:	84	RDDT:	0		
Condition of Parole:	6	CRP:	4		
Condition of Probation:	0	Non CRP SO:	4		
Non-Residential:	39	Criteria Cases:	100		

FINANCIAL FEES	
Total Financial Fees	Total
Child Support	\$9,700.07
Restitution	\$9,236.93

ADMISSIONS						Specialized Treatment			
	<u>Diversion</u>	<u>Transition</u>	<u>Condition of Parole</u>	<u>Condition of Probation</u>	<u>Non-Residential:</u>	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	Total
Total	18	9	1	0	0	0	0	1	<u>29</u>

TERMINATIONS					Specialized Treatment Terminations				Non-Residential Terminations
	<u>Diversion</u>	<u>Transition</u>	<u>Condition of Parole</u>	<u>Condition of Probation</u>	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	Total	<u>Non-Residential</u>
Successful	2	9	1	0	-	-	-	<u>12</u>	4
Negative	9	10	0	0	-	-	-	<u>19</u>	0
Total	11	19	1	0	0	0	0	31	4

PROGRAM TERMINATIONS			
<u>Termination Reasons</u>	<u>Total</u>	<u>Percentage</u>	<u>Non-Residential Termination Reasons</u>
Successful Program	12	38.7%	4
Client Status Change - <small>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</small>	1	NA	1
Negative	19	61.3%	0
Escape	13	41.9%	0
House/Technical Violations	6	19.4%	0
Committed New Crime - During Placement	0	0.0%	0
Warrant/Pending Crime - Prior to Placement	0	0.0%	0

FACILITY STAFFING				
<u>Staffing</u>	Budgeted FTE's	New Hires	Terminated	Vacant FTE
Security	28	2	1	2
Case Management	11	0	2	2
Treatment Staff	0	0	0	0
Admn	6	0	0	0
Support Staff (Other)	7	0	0	0
Non-Residential	0	0	0	0

NOTIFICATIONS & INCIDENT/CRITICAL REPORTS						PROGRAM UPDATE		
Type	Diverson	Transition	COPr	COP	Total	Type	Current Month Rate	Previous Month Rate
New Criminal Offense	0	0	0	0	<u>0</u>	Employment Rate	77.2%	75.6%
Assault	1	0	0	0	<u>1</u>	UA Positive Rate	4.9%	5.7%
Fighting	0	0	0	0	<u>0</u>	Raw UA Data		
Possession of Dangerous Drugs	0	0	0	0	<u>0</u>	Total/Positive	875/47	936/54
Positive Urinalysis	38	30	0	0	<u>68</u>	Type	Current Month Count	Previous Month Count
<i>Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return</i>	Escape	6	7	0	0	Client Grievances	3	13
	Sanctions	16	12	0	0	Citizen Complaints	0	0
Medical Emergency	9	1	0	0	<u>10</u>	Dual Supervision	0	0
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	0	0	0	0	<u>0</u>			
Death	1	0	0	0	<u>1</u>			
PREA Allegation	0	0	0	0	<u>0</u>			
Use of Force	0	0	0	0	<u>0</u>			
TOTAL	71	50	0	0	121			

Diversion Criteria Referrals			Diversion Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
22	19	3	22	14	1	44
Transition Criteria Referrals			Transition Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
51	23	28	8	5	3	59

Sean Foster

 Director Signature/Designee

5/9/2023

 DATE

PACE Audit

Areas of Focus: STAFF DEVELOPMENT:SD-070, SD-090 and SD-100 Train all staff in the areas of MI/SOA-R/Staff Impact and Progression Matrix	
Fidelity Specialist and Case Manager Supervisor to measure staff progress via observation and auditing of case plans.	On April 18-19, All Case Managers attended training on Progression Matrix/Case Planning provided by DCJ. Case Management Supervisor has been providing feedback with the Case Managers on their audits and their assessments. Case Managers are appreciating the feedback. On 3/15, all Case Managers, Case Management Supervisor and Assistant Director had a Community of Practice training with DCJ. In March, 26 case files were reviewed, of those there were 5 with concerns. Case Management Supervisor is sitting in on interviewing for LSI scoring.

Skill Development with Directed Practice: Staff to demonstrate milieu management for effective role modeling and responsivity.	
Fidelity Specialist and Case Manager Supervisor to measure staff progress via observation and auditing of case plans.	In April, All Staff training consisted of Sexual Harassment in the work place and PREA review. In March, all members of Management attended Leadership Training. During monthly meetings, professional communication is discussed with staff regarding resident interactions. During management rounds, both Security and Case management staff were observed having meaningful contacts with the resident population. Staff were engaged in conversations that were both empowering and meaningful.

CORE Security Audit

Search and Contraband Training for staff: Scheduled and Completed Training *CS-30 Contraband	On April 17, 2023, a K9 searched the entire facility. There were no major contraband found. On April 14, 2023, staff searched the entire facility. There was no major contraband found. Security Monitor II Elijah has been assigned to oversee all bunk searches and all security practices are being communicated to ensure uniformity between shifts. On March 28, 2023, a K9 searched the entire facility. There was no major contraband found.
*CS Substance Use Monitoring Drug Interdiction Events and Outcomes: Security Manager and Fidelity Specialist observations, audits, findings and actions taken.	Anonymous box installed outside of the facility. Residents are aware of this. Security staff are carrying narcan on their person. Five total Narcan kits are available on each shift.
CS Client Monitoring : Random off-site monitoring of job search, work, pass and furlough activity CS 50 Recording Authorized Absences *Client Supervision - CS Facility Checks	The Glympse location app is being utilized to assist with whereabouts checks.
Fidelity Specialist and Case Manager Supervisor observations, audits, and actions taken.	The Fidelity Specialist and Case Manager Supervisor continue to conduct monthly audits to identify any deficiencies. Follow up occurs to ensure those issues are resolved.

Additional Comments:



Community Alternatives of El Paso County
 2945 E. Las Vegas St.
 Colorado Springs, CO 80906

TEL: 719-318-5586
 FAX: 719-694-1682

MEMORANDUM

TO: El Paso County Justice Services

FROM: Sean Foster, Facility Director

DATE: May 12, 2023

RE: Key Performance Indicators (KPIs)

The following is the current status on the four KPIs for Community Alternatives of El Paso County:

KEY PERFORMANCE INDICATORS

MONTHS	Overall Employee Retention Rate	Case Manager Retention Rate	All Security staff (including AFDS and FD) Core Correctional Practices Training	All Facility Staff MI Training
December 2022	66.7%	70.6%	35%	42%
January 2023				
February 2023				
March 2023				
April 2023				
May 2023				
June 2023				
July 2023				
August 2023				
September 2023				
October 2023				
November 2023				
Previous 2 years Average	25%	25.5%		
Previous year	29%	17%	0%	0%
Current Status	66.7%	70.6%	35%	42%
Target Goal	Improve 3%	Improve 3%	100%	100%

Community Corrections Board

Agenda Item Summary

Agenda Item Title: SFY23 Financial Report

Agenda Date: May 16, 2023

Agenda Item Number: 6-a

Presenter: MaCain Hildebrand, Community Corrections Program Manager

Information: X

Endorsement:

Background Information:

Pursuant to Article III Section 5 of the El Paso County Community Corrections Board (CCB) By-Laws, the Board is responsible for monitoring and overseeing compliance with state and local standards. To ensure fiscal responsibility of the local contracts, the Board has requested a monthly financial report that explains all expenditures, by service type, for the local service providers.

El Paso County continues to work with the Department of Public Safety / Office of Community Corrections on matters related to contracting and allocation.

The billing documents (invoicing) for the April billing cycle have been completed.

Recommended Motion:

N/A

4th Judicial District - Community Corrections Program Revenue and Expenditures
SUMMARY OF ALLOCATION EXPENSES
SFY23 July 1, 2022 - June 30, 2023

EMBRAVE			ACTUAL INVOICING RECEIVED FROM TO VENDOR						TOTAL FIRST HALF
	Allocated Amount From DCJ/EPC	Actual Expenditure YTD from 7/1/22 to 04/30/23	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Community Corrections Inmate Housing	\$ 5,423,935.58	\$ 5,259,786.12	\$ 525,186.86	\$ 532,901.25	\$ 522,581.58	\$ 551,848.85	\$ 544,438.99	\$ 548,668.36	\$ 3,225,625.89
Community Corrections - COProbation IRT IH	\$ 370,493.25	\$ 170,140.00	\$ 18,711.35	\$ 17,679.80	\$ 17,007.25	\$ 18,071.90	\$ 18,448.50	\$ 18,446.80	\$ 108,365.60
Community Corrections - Non-Residential Div.	\$ 167,306.88	\$ 97,850.82	\$ 8,188.07	\$ 8,729.43	\$ 6,293.31	\$ 12,045.26	\$ 11,706.91	\$ 11,097.88	\$ 58,060.86
Community Corrections Correctional Treatment	\$ 161,000.00	\$ 35,279.44	\$ 1,792.50	\$ 2,830.00	\$ 2,915.00	\$ 2,470.00	\$ 5,950.68	\$ 4,105.00	\$ 20,063.18
Community Corrections Facility Payments (FP)	\$ 296,000.00	\$ 148,000.00	\$ -	\$ -	\$ 148,000.00	\$ -	\$ -	\$ -	\$ 148,000.00
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 6,418,735.71	5,711,056.38	\$ 553,878.78	\$ 562,140.48	\$ 696,797.14	\$ 584,436.01	\$ 580,545.08	\$ 582,318.04	\$ 3,560,115.53
	Contract Amount Remaining		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ 164,149.46		\$ 552,457.89	\$ 502,686.60	\$ 521,262.02	\$ 457,753.72	\$ -	\$ -	\$ 2,034,160.23
Community Corrections - COProbation IRT IH	\$ 200,353.25		\$ 15,260.70	\$ 14,146.30	\$ 16,417.75	\$ 15,949.65	\$ -	\$ -	\$ 61,774.40
Community Corrections - Non-Residential Div.	\$ 69,456.06		\$ 12,586.62	\$ 11,368.56	\$ 10,015.16	\$ 5,819.62	\$ -	\$ -	\$ 39,789.96
Community Corrections Correctional Treatment	\$ 125,720.56		\$ 7,111.26	\$ 3,290.00	\$ 3,001.00	\$ 1,814.00	\$ -	\$ -	\$ 15,216.26
Community Corrections Facility Payments	\$ 148,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN ALLOCATION	\$ 707,679.33		\$ 587,416.47	\$ 531,491.46	\$ 550,695.93	\$ 481,336.99	\$ -	\$ -	\$ 2,150,940.85

Expected Expenditure Total Allocation (Monthly)	\$	510,227.98
Actual Expenditure Total Allocation (Current Month)	\$	481,336.99
% Expected Expenditure (To Date)		83.33%
% Actual Expenditure (To Date)		88.97%
% Under / (Over) Spent		-5.64%

Expected YTD Expenditures Per Allocation	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 4,519,946.32	\$ 5,259,786.12	\$ (739,839.80)	-16.37%	Inmate Housing
\$ 308,744.38	\$ 170,140.00	\$ 138,604.38	44.89%	Cond. Of Probation IRT
\$ 139,422.40	\$ 97,850.82	\$ 41,571.58	29.82%	Non-Residential
\$ 134,166.67	\$ 35,279.44	\$ 98,887.23	73.70%	Correctional Treatment
\$ 148,000.00	\$ -	\$ 148,000.00	100.00%	Facility Payment

Apr-23

EMBRAVE (ECC)

	<i>Total SFY23 Contract</i>		
	\$ 6,418,735.71	TOTAL YTD Expenditure	% Contract Expended
Residential	\$ 5,423,935.58	\$ (5,259,786.12)	81.94%
Condition of Probation IRT	\$ 370,493.25	\$ (170,140.00)	2.65%
Non-Residential	\$ 167,306.88	\$ (97,850.82)	1.52%
Correctional Treatment	\$ 161,000.00	\$ (35,279.44)	0.55%
Facility Payment	\$ 296,000.00	\$ (148,000.00)	2.31%
Total YTD Expenditure		\$ (5,711,056.38)	88.97%
Percent Actual Expended			
Expected YTD Per Contract			83.33%
Percent Under/Over (-)			-5.64%
Total Balance in Contract		\$ 707,679.33	

<i>Expected YTD Expenditures Per Contract</i>	<i>Actual YTD Expenditure</i>	<i>Actual YTD \$ Under / (Over) Against Expected</i>	<i>% Under / Over (-) against expected</i>	
\$ 4,519,946.32	\$ 5,259,786.12	\$ (739,839.80)	-16.37%	Inmate Housing
\$ 308,744.38	\$ 170,140.00	\$ 138,604.38	44.89%	Cond. Of Probation IRT
\$ 139,422.40	\$ 97,850.82	\$ 41,571.58	29.82%	Non-Residential
\$ 134,166.67	\$ 35,279.44	\$ 98,887.23	73.70%	Correctional Treatment

4th Judicial District - Community Corrections Program Revenue and Expenditures
SUMMARY OF ALLOCATION EXPENSES
SFY23 July 1, 2022 - June 30, 2023

Community Alternatives of El Paso County			ACTUAL INVOICING RECEIVED FROM TO VENDOR						TOTAL FIRST HALF
	Allocated Amount From DCJ/EPC	Actual Expenditure YTD from 7/1/22 to 04/30/23	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Community Corrections Inmate Housing	\$ 5,370,256.86	\$ 3,379,647.50	\$ 343,978.00	\$ 328,501.00	\$ 302,103.00	\$ 312,622.00	\$ 312,890.00	\$ 319,690.50	\$ 1,919,784.50
Community Corrections - Non-Residential Div.	\$ 167,306.88	\$ 150,018.15	\$ 15,906.10	\$ 16,098.90	\$ 15,189.45	\$ 14,740.40	\$ 15,073.20	\$ 17,677.70	\$ 94,685.75
Community Corrections Correctional Treatment	\$ 161,000.00	\$ 111,727.00	\$ 12,494.00	\$ 15,655.00	\$ 13,291.00	\$ 12,227.00	\$ 10,246.00	\$ 8,100.00	\$ 72,013.00
Community Corrections Facility Payments	\$ 148,000.00	\$ 74,000.00	\$ -	\$ -	\$ 74,000.00	\$ -	\$ -	\$ -	\$ 74,000.00
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 5,846,563.74	3,715,392.65	\$ 372,378.10	\$ 360,254.90	\$ 404,583.45	\$ 339,589.40	\$ 338,209.20	\$ 345,468.20	\$ 2,160,483.25
	Allocation Amount Remaining		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ 1,990,609.36		\$ 355,301.00	\$ 335,201.00	\$ 390,677.00	\$ 378,684.00	\$ -	\$ -	\$ 1,459,863.00
Community Corrections - Non-Residential Div.	\$ 17,288.73		\$ 12,242.90	\$ 14,635.20	\$ 15,277.50	\$ 13,176.80	\$ -	\$ -	\$ 55,332.40
Community Corrections Correctional Treatment	\$ 49,273.00		\$ 8,994.00	\$ 9,195.00	\$ 10,385.00	\$ 11,140.00	\$ -	\$ -	\$ 39,714.00
Community Corrections Facility Payments	\$ 74,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN ALLOCATION	\$ 2,131,171.09		\$ 376,537.90	\$ 359,031.20	\$ 416,339.50	\$ 403,000.80	\$ -	\$ -	\$ 1,554,909.40

Expected Expenditure Total Allocation (Monthly)	\$	474,880.31
Actual Expenditure Total Allocation (Current Month)	\$	403,000.80
% Expected Expenditure (To Date)		83.33%
% Actual Expenditure (To Date)		64%
% Under / (Over) Spent		19.79%

Expected Expenditures Per Allocation	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 4,475,214.05	\$ 3,379,647.50	\$ 1,095,566.55	24.48%	Inmate Housing
\$ 139,422.40	\$ 150,018.15	\$ (10,595.75)	-7.60%	Non-Residential
\$ 120,750.00	\$ 111,727.00	\$ 9,023.00	7.47%	Correctional Treatment
\$ 74,000.00	\$ -	\$ 74,000.00	100.00%	Facility Payment

Apr-23

GEO REENTRY GROUP/ COMMUNITY ALTERNATIVES OF EL PASO COUNTY (CAE)

	<i>Total SFY23 Contract</i>	TOTAL YTD Expenditure	% Contract Expended
	\$ 5,846,563.74		
Residential	\$ 5,370,256.86	\$ (3,379,647.50)	57.81%
Non-Residential	\$ 167,306.88	\$ (150,018.15)	2.57%
Correctional Treatment	\$ 161,000.00	\$ (111,727.00)	1.91%
Facility Payment	\$ 148,000.00	\$ (74,000.00)	1.27%
Total YTD Expenditure		\$ (3,715,392.65)	63.55%
Percent Actual Expended			
Expected YTD Per Contract			83.33%
Percent Under/Over (-)			19.79%
Total Balance in Contract		\$ 2,131,171.09	

<i>Expected YTD Expenditures Per Contract</i>	<i>Actual YTD Expenditure</i>	<i>Actual YTD \$ Under / (Over) Against Expected</i>	<i>% Under / Over (-) against expected</i>	
\$ 4,475,214.05	\$ 3,379,647.50	\$ 1,095,566.55	24.48%	Inmate Housing
\$ 139,422.40	\$ 150,018.15	\$ (10,595.75)	-7.60%	Non-Residential
\$ 120,750.00	\$ 111,727.00	\$ 9,023.00	7.47%	Correctional Treatment

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Provider Termination Reports - April 2023

Agenda Date: May 16, 2023

Agenda Item Number: 6-b

Presenter: MaCain Hildebrand, Community Corrections Program Manager

Information: X

Endorsement:

Background Information:

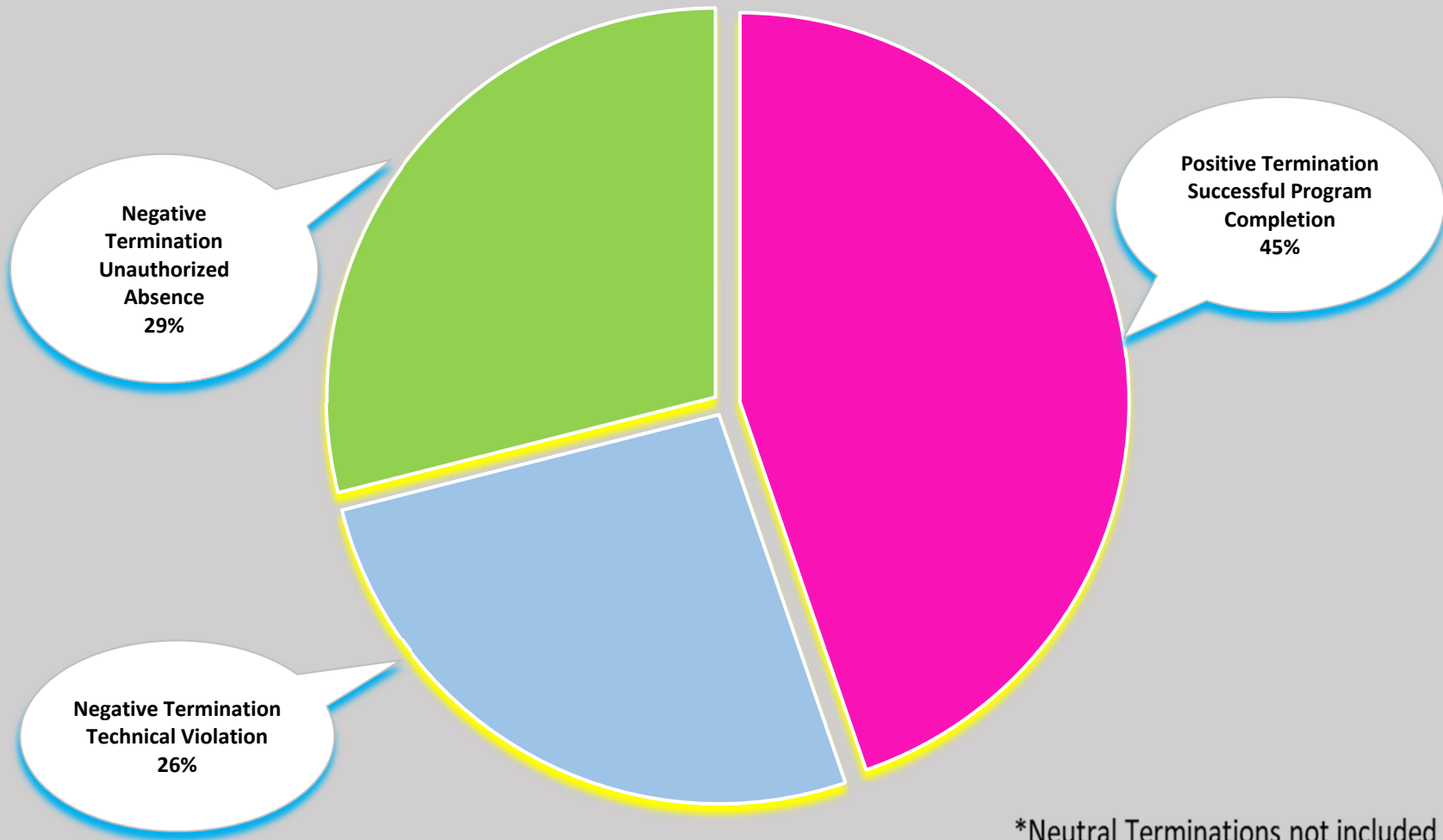
Pursuant to Article II of the El Paso County Community Corrections Board (CCB) By-Laws and section 4a of Colorado Revised Statute 17-27-103, as amended, local community corrections boards are responsible for making assessments on the number of offenders who have an unauthorized absence from custody. The data is based on reports prepared by the Community Corrections staff pursuant to Section 11 of the Colorado Revised Statute 17-27-104.

The attached Provider Termination Reports are for April 2023.

Recommended Motion:

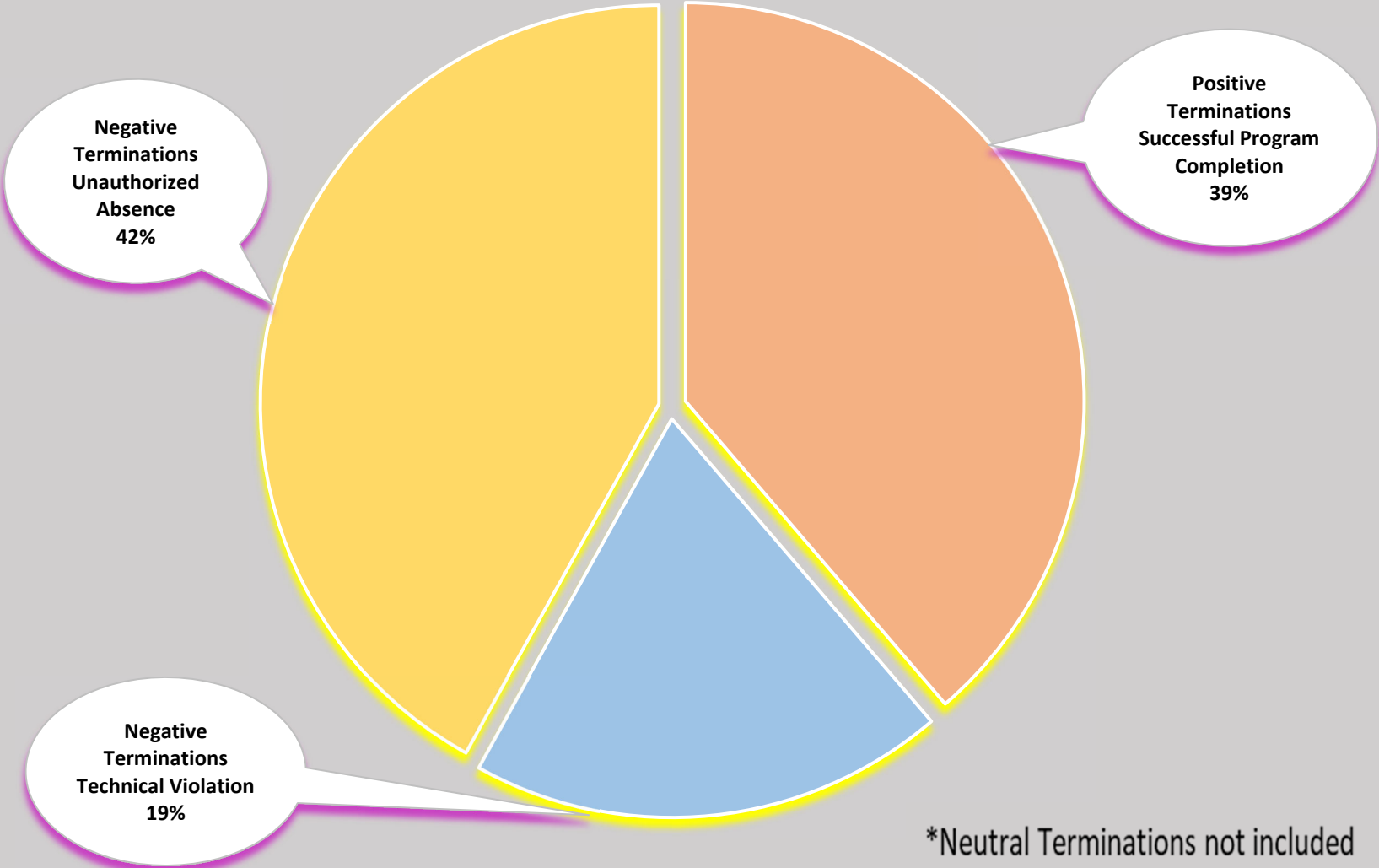
N/A

Embrace Residential Terminations - April 2023



*Neutral Terminations not included

CAE Residential Terminations - April 2023



Community Corrections Board

Agenda Item Summary

Agenda Item Title: Staff Report – May 2023

Agenda Date: May 16, 2023

Agenda Item Number: 6-c

Presenter: MaCain Hildebrand, Community Corrections Program Manager

Information: X

Endorsement:

Background Information:

Staff to provide insight and information on various upcoming events, activities, and/or information otherwise not specifically covered as a separate agenda item. Topics covered under this agenda item will generally consist of the following:

- Upcoming events impacting community corrections services
 - Notable activities staff members are involved in and/or pursuing
 - Information not otherwise captured as a separate Community Corrections Board agenda item
1. Christine Burns, MaCain Hildebrand, and CCBM Chantel Bruce will be attending the Colorado Association of Community Corrections (CACCB) annual meeting on June 2nd and 3rd in Montrose.
 2. Board member Mark Morgan accepted a position as the City Attorney for Durango, CO, and his last day was on April 18, 2023.
 3. Board member Dr. Judy McCollum is retiring and moving to Florida, and her last day was on May 3, 2023

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Denver Transition Waitlist to El Paso County CC Beds

Agenda Date: May 16, 2023

Agenda Item Number: 7-a

Presenter: MaCain Hildebrand, Community Corrections Program Manager

Information: X

Endorsement:

Background Information:

This matter was originally presented on April 18, 2023. The Board was asked to accept Denver Community Corrections Board criteria and approved, waitlisted transition clients for placement in El Paso County without additional local Community Corrections Board approval. The Board requested that a working group session be held for the purpose of additional information on this matter.

A working group session for board members was held virtually on May 2, 2023. No action was taken at the working group session.

Staff withdraws the item.

Recommended Motion:

N/A

Community Corrections Board

Agenda Item Summary

Agenda Item Title: CJIS Level II Security Training and Board Training Requirements

Agenda Date: May 16, 2023

Agenda Item Number: 8-a

Presenter: Christine Burns, Justice Services Division Manager

Information: X

Endorsement:

Background Information:

Security training is key to the human element of information security. The purpose of certification is to make all users with authorized access to criminal justice information (CJI) aware of their individual responsibilities and expected behavior when accessing CJI or the systems which process CJI.

Board members will be asked to review security training information and complete a Security Awareness Level 2 test to obtain certification.

Additionally, the Division of Criminal Justice has set minimum training standards for local boards and staff. The standard for board members is 4 hours/year per member on criminal justice-related topics with 2+ of the 4 hours specific to community corrections. The standard for board staff members is 10 hours/year per board staff (pro-rate hours for part-time staff) on criminal justice-related topics. Staff will reach out to board members requesting information.

Recommended Motion:

N/A

Level Two Security Awareness Training

This training will cover the following topics (select a topic to be taken to that section):

- Introduction
- What is CJI?
- Managing CJI
- Area Security
- Threats, Vulnerabilities, and Risks
- Rules & Expected Behavior
- Incident Response
- Implications of Noncompliance
- Conclusion

Introduction

Security Awareness Training

Security Awareness Training is for all personnel whose duties require them to have unescorted access to a physically secure location that processes or stores Criminal Justice Information (CJI). **Level Two** is specifically designed for personnel who have indirect access to CJI due to the nature of their job.

The FBI CJIS Security Policy requires that all personnel fitting the above criteria must complete Security Awareness training:

- **Before** authorizing access to the system, information, or performing assigned duties
- **Every year** after the initial training

What is CJI?

In the United States, the individual right to privacy is protected by the US Constitution. The Privacy Act of 1974 further protects personal privacy from misuse by regulating the **collection, maintenance, use, and dissemination** of information by criminal justice agencies.

Criminal Justice Information

Criminal Justice Information, or **CJI**, is the term used to refer to all of the FBI Criminal Justice Information Services (CJIS) Division provided data necessary for law enforcement and civil agencies to perform their work.

CJI can include any of the following:

- **Fingerprints**
- **Personal data**
- **Property data**
- **Other information related to incidents and cases** (e.g., stolen cars, stolen guns, missing persons, etc.).

The **National Crime Information Center (NCIC)**, located in West Virginia, is a computerized database of CJI available to law enforcement agencies nationwide. NCIC is supervised by the FBI CJIS Division, however the management of the information processed, stored or transmitted to NCIC is a collaboration between the FBI and federal, state, local, and tribal criminal justice agencies.

Criminal History Record Information

All records in NCIC are protected from unauthorized access however, some records have additional restrictions due to the sensitive nature of the information.

Criminal History Record Information, or **CHRI**, is arrest-based data collected by both national and state criminal justice agencies. CHRI is sometimes informally referred to as “restricted data” and is a subset of CJJ.

CHRI data includes:

- Arrest descriptions and notations
- Other formal criminal charges
- Conviction status
- Sentencing data
- Incarceration or correctional supervision
- Probation and parole information

Restricted Files

The restricted files which shall be protected as CHRI are as follows:

- Gang Files
- Threat Screening Center Files
- Supervised Release Files
- National Sex Offender Registry Files
- Historical Protection Order Files
- Identity Theft Files
- Protective Interest Files
- Person With Information (PWI) data in Missing Persons Files
- Violent Person File
- National Instant Criminal Background Check System (NICS) Denied Transaction

Interstate Identification Index

The **Interstate Identification Index**, or **III**, is a “pointer” system that ties FBI criminal history files and state-level files maintained by each state into a national system. Federal, state, and local criminal justice agencies can use the III to conduct searches to determine whether an individual has a criminal record anywhere in the country. If so, that agency can then be pointed to the federal or state file from which the record may be obtained online.

The information obtained from the III is considered CHRI and includes identification data such as:

- Name
- Birth Date
- Race
- Gender
- FBI and State identification numbers for each state which has data on that individual

All users must provide a reason for all III inquiries.

Managing CJI

The FBI Security Policy provides the minimum standard for the management of CJI, however local policies may **increase** restrictions.

Proper Handling of CJI

CJI is sensitive and should be treated as such. Special consideration regarding the purpose and usage of CJI and CHRI should be made at all times to prevent unauthorized or improper access, use, dissemination, and release.

Authorized Purposes

Access to and use of CJI and CHRI is primarily for criminal justice purposes, however access can be granted for the performance of a noncriminal justice function in certain circumstances, as authorized by federal or state law.

Authorized **criminal justice purposes** include criminal identification and the collection, storage, and dissemination of criminal history record information. Types of criminal identification are:

- Detection
- Apprehension
- Pre-trial release
- Post-trial release
- Prosecution
- Adjudication
- Detention
- Correctional supervision
- Rehabilitation of accused persons or criminal offenders

Authorized **noncriminal justice purposes** for using criminal history records may include:

- Employment suitability
- Licensing determinations
- Immigration and naturalization matters
- National security clearances

CJI should never be run for personal benefit.

Authorized Usage

Once CHRI has been obtained from the III system it must be used for the **same** authorized purpose for which it was requested.

EXAMPLE:

John Doe is hired to perform some plumbing work at a local police department. The department runs a III check using purpose code C for site security. One month later, he applies for an employment position at the same local police department. Rather than use the information from the previous search, a new III check must be performed with purpose code J for employment suitability.

Note: These are only example codes. Please refer to your agency's policy for your authorized purpose codes.

CJI Dissemination

CJI is distributed only as a part of the user's criminal justice duties on a need-to-know, right-to-know basis. Special consideration should be made at all times to protect CJI from improper disclosure.

Sharing information or using information for anything other than job-related criminal justice duties constitutes a violation of user privileges. CJI should never be shared with friends, relatives, or anyone who does not require the information for their official duties.

Phone/Radio

Voice transmission of a criminal history should be limited, and details should only be given over a radio or cell phone when an officer determines that there is an immediate need for the CJI to further an investigation or in situations affecting the safety of an officer or the general public.

Email

Email may be a compliant method to disseminate CJI provided that the email client/server, application or service meets the encryption and authentication requirements. Additionally, appropriate spam and antivirus protections must be in place.

Always verify the recipient's authorization before sending CJI in an email.

Faxing

An agency may use a facsimile (fax) machine to send a criminal history record, providing both the sending and receiving agencies have an Originating Agency Identifier (ORI) and are authorized to receive criminal history information.

Prior to fax transmission, the sending agency must verify the receiving agency's authenticity.

Chat/Text

Texting using cellular service provider SMS or MMS functions should not be considered secure or appropriate for transmission of CJI data. Chat or Texting applications which authenticate using embedded passwords or device identifier only should not be considered secure.

Only third-party applications utilizing appropriate encryption and authentication methods independent of the device password/PIN may provide a compliant solution.

CJI Destruction

Formal procedures for the secure disposal of physical media shall minimize the risk of compromising sensitive information. Proper disposal or destruction should be witnessed or carried out by authorized personnel.

Electronic Media Disposal

When CJI is stored on electronic media, the media must be sanitized prior to disposal (before reusing or transferring to a non-criminal justice entity).

The following are types of electronic media:

- Diskettes
- Tape cartridges
- Ribbons
- CDs/DVDs
- Hard drives
- USB flash drives

Physical destruction is recommended however, at a minimum it must be overwritten at least three times to prevent unauthorized access to previously stored data.

Physical Media Disposal

If hard copies no longer need to be retained, **shredding** and **incineration** are the two most popular methods for destruction.

Area Security

The areas that process or store Criminal Justice Information (CJI) should be physically secure to prevent unauthorized access.

Physically Secure Locations

The agency must take the following measures to keep the area physically secure:

- Prominently display the security perimeter
- Lock all doors to the area
- Maintain a list of authorized personnel for access to CJI
- Control physical access by authenticating visitors before authorizing escorted access to the physically secure location
- Establish a CJI delivery and removal policy

Physically Unsecured Locations

If an agency cannot meet all of the controls required for establishing a physically secure location but has an operational need to access or store CJI, the agency shall designate an area, room, or storage container as a controlled area for the purpose of day-to-day CJI access or storage.

This controlled area should have the following security measures:

- Store hard copies containing CJI in such a manner as to prevent unauthorized or inadvertent access
- Follow the encryption requirements found in section 5.10.1.2 of the CJIS Security Policy for electronic storage (data at rest) of CJI
- Position information system devices and documents containing CJI in such a way as to prevent unauthorized individuals from access and view
- During CJI processing times, limit access to the area *only* to those personnel authorized by the agency to access or view CJI
- Lock the area, room, or storage container when unattended

It is your responsibility to help ensure that these areas stay secure. You are encouraged to be mindful of the area security at all times.

Threats, Vulnerabilities, and Risks

The Greatest Threat

The biggest threat to an agency's security, whether intentional or unintentional, is **its own personnel!** Many security publications indicate that one of the greatest threats to an agency's IT systems/networks is from within.

Social Engineering

Social Engineering is a common security threat (internal and external) which is an attack where users are manipulated into performing actions or divulging confidential information. Examples of commonly used types of social engineering include phishing, shoulder surfing, and fake IT Support calls.

Phishing

Phishing is a digital form of social engineering that uses authentic-looking emails to trick users into sharing personal information. It usually includes a link that takes the user to a fake website.

Spear Phishing is a type of phishing where a specific user or group of users is targeted because of their position (such as a company's administrators).

If you cannot verify the source, do not open the link. Report suspicious messages to your IT team.

Shoulder Surfing

Shoulder surfing is where an unauthorized person stands over the user's shoulder to get the user's password or other data from the computer monitor.

Users should take the following precautions to prevent shoulder surfing:

- Angle your computer so that other people cannot see what you are typing
- Use a privacy screen to make your screen less visible to others
- If possible, sit or stand with your back to a wall when entering a password on a device in public
- Try to avoid viewing restricted information in public
- Shield forms from viewing when filling out paperwork
- Use strong passwords to make it more difficult for someone to try and guess what you typed
- Remember to lock your computer or device when you leave your desk

Fake IT Support Calls

A common form of social engineering is someone pretending to be an authorized user or administrator in an attempt to gain illicit access to protected data systems.

This is usually done over the phone, but sometimes it is done in person.

The person has enough information to sound credible, and they ask the user for some bit of information that allows the hacker to gain access to the desired system.

Social engineering is a widespread practice, and users should always verify the identity of the person before releasing information.

Rules & Expected Behavior

Individual Responsibilities

As Level Two personnel, you may read or handle Criminal Justice Information (CJI) as necessary to perform the duties of your job. You are not authorized to **query** or **change** data within CJI systems.

Agencies Requirements

Agencies that access CJI are required to adhere to all technical and procedural requirements of the FBI CJIS Security Policy for protecting Criminal Justice Information. They are also required to develop and publish internal information security policies, including penalties for misuse, and maintain a set of current written policies and procedures on how misuse of CJI will be handled.

Agency Definitions

A **CJIS Systems Agency (CSA)** is the agency responsible for establishing and administering an information technology security program throughout their user community. There is only one CSA per state or federal organization.

A **Criminal Justice Agency (CJA)** is a governmental agency that performs the administration of criminal justice pursuant to a statute or executive order. Examples include courts, prisons, state and federal inspector general offices, police departments, etc.

A **Noncriminal Justice Agency (NCJA)** is a government, private, or public agency that provides services primarily for purposes other than the administration of criminal justice. Examples of noncriminal justice agencies that might access CJJ include a 911 communications center that performs dispatching functions for a criminal justice agency (government), a bank needing access to criminal justice information for hiring purposes (private), or a county school board that uses criminal history record information to assist in employee hiring decisions (public).

Incident Response

Security Incidents

A **security incident** is a violation or possible violation of the technical aspects of the CJIS security policy that threaten the confidentiality, integrity, or availability of CJJ.

Incident Indicators

In some cases, you may only see indicators of an incident. Examples of indicators include:

- The system unexpectedly crashes without clear reasons
- New user accounts are mysteriously created which bypass standard procedures
- Sudden high activity on an account that has had little or no activity for months
- New files with novel or strange names appear
- Accounting discrepancies
- Changes in file lengths or modification dates
- Attempts to write to system files
- Data modification or deletion
- Denial of service
- Unexplained poor system performance
- Suspicious probes
- Suspicious browsing

Reporting Incidents

Report any incidents or unusual activity to your Agency Contact or **Local Agency Security Officer (LASO)** immediately.

All personnel are required to report any suspected incident, regardless of how minor it might seem.

Security Incident Policy

Each agency accessing CJJ should have written policy describing the actions to be taken, and the reporting procedures in the event of a security incident.

Authorized users who have direct access to CJJ and all appropriate IT personnel should be aware of the agency's policy regarding possible security incidents and the proper reporting procedures within the agency.

Security Incident Report

It is important that you include the following information in your report of the incident:

- Date of Incident
- Location of Incident
- Systems Affected
- Method of Detection
- Description of Incident
- Actions Taken/Resolution
- Date & Contact Info for Agency

Implications of Noncompliance

Unauthorized **requests, receipt, release, interception, dissemination, or discussion** of CJI is serious and may result in the following:

- Criminal prosecution
- Termination of employment

The agency will perform a formal disciplinary process for any personnel who fails to comply with the security policies and procedures. Continued misuse of CJI could result in an agency being denied access until the violations have been corrected.

Conclusion

Thank you for reviewing the Security Awareness Training! As a reminder, this training must be completed **every year** to remain compliant with the FBI CJIS Security Policy.

Questions

If you have any questions regarding the CJIS Security Policy or expected behavior around Criminal Justice Information (CJI), talk to your Agency Contact or Local Agency Security Officer (LASO) for further information.

Next Steps

Now that you have completed the training, you need to complete your certification test.

Community Corrections Board

Agenda Item Summary

Agenda Item Title: CAE 2nd Half Facility Payment Distribution
Agenda Date: May 16, 2023
Agenda Item Number: 8-b
Presenter: Christine Burns, Justice Services Division Manager

Information:

Endorsement: X

Background Information:

The Department of Public Safety, Division of Criminal Justice, Community Corrections (DCJ), has allocated \$444,000.00 for 4th Judicial District Community Corrections Facility Payments to be disbursed as outlined in Statewide Facility Payments Policy and as allocated for State Fiscal Year 2023 by DCJ as follows:

Community Alternatives of El Paso County (CAE) \$148,000.00

Facility Payments are to be paid to vendors if they maintain a ratio of at least one case manager for every 20 residents and maintain the pay and benefits of security and case management staff as described in Long Bill Footnote 73 from FY 2015-16.

CAE's letter of compliance is attached.

2nd Half Facility Payment for SFY23 to CAE would equal a distribution of \$74,000.00

Recommended Motion:

Move to approve the distribution of the 2nd half of SFY22 Facility Payments to CAE in the amount of \$74,000.00.



Community Alternatives of El Paso County
2945 E. Las Vegas St.
Colorado Springs, CO 80906

TEL: 719-390-1303
FAX: 719-393-0362

May 9, 2023

Christine Burns, Justice Services Division Manager
Community Corrections 4th Judicial District
El Paso County
17 N. Spruce St.
Colorado Springs, CO 80905

RE: Letter of Compliance with the Requirements for SFY23 Facility Payment

Ms. Burns,

Please accept this letter as the Community Alternatives of El Paso County's (CAE) affirmation of compliance with the Division of Criminal Justice's facility payment plan and requirements to receive facility payment allocations.

As an agency, we understand and have complied with the intent of the CO State Legislature's Long Bill 2023-2024 Long Appropriations Bill PAGE 253-SENATE BILL 23-214. CAE meets or exceeds the minimum goals of the facility payment as outlined by the General Assembly concerning the staff salary and case load size.

CAE works diligently to meet the expectations of the El Paso County Community Corrections Board and the DCJ Colorado Community Corrections Standards. We will continue to maintain requirements for Facility Payment funding to include case manager and security staffing levels, appropriate hiring incentives, employee recognition/bonus awards, and have exceeded required pay rate increases.

CAE has met and will continue to meet the expectations as set in the Performance Standards and Opportunities by providing reports to the Justice Services Department as follows:

- Case Manager to Client Ratio Report on the 2nd and 4th Monday of each month.
- Bi-weekly reporting which will include the number of Case Managers funded, current vacancies, average vacancy rate for the month, and average client population. We are committed to filling positions based on the DCJ standards and requirement.
- Security Monitor Report on the 2nd and 4th Monday of each month which will include the number of Security Monitors funded, current vacancies, average vacancy rate for the month, and average client population. We are committed to filling positions based on DCJ standards and requirements.
- Facility Payment Audit report which will include staff name, position, salary, and client case load for case managers on the first business day of May and November.

CAE values the partnership and collaboration with the Justice Services Department as we look for opportunities to enhance behavioral change and successful re-entry.

Please let me know if you need any additional information.

Sincerely,



Sean Foster
Facility Director



Community Corrections Board

Agenda Item Summary

Agenda Item Title: CAE Staff Hiring Waiver Request

Agenda Date: May 16, 2023

Agenda Item Number: 8c

Presenter: Sean Foster, CAE Facility Director

Information:

Endorsement: X

Background Information:

Pursuant to Colorado Community Corrections Standards OMA-013, CAE is requesting approval to an application for the position of Security Monitor I. The applicant has previous felony convictions. Colorado Community Corrections Standard OMA-013 states:

“OMA-013: Waivers for Applicants with a Previous Felony Conviction

Individuals with a prior felony history may be hired to work in facilities through a formal written waiver process.

The program/provider shall obtain approval from the local community corrections board, referral agencies (DOC and/or Probation), and the Office of Community Corrections before employing anyone who has a history of a felony conviction. Once a program/provider has made a conditional job offer to a qualified candidate with a prior felony conviction, the program/provider shall submit the candidate’s information to the local Community Corrections board for approval and also submit the required name check and fingerprint card to the OCC. Information submitted to the board, referral agencies, and the OCC shall include a letter of request from the program to the local Board outlining the reasons for wanting to hire this candidate.

Once the OCC receives the approval of the referring agency and the local board, the information will be reviewed, and an approval/denial letter will be drafted from the OCC and sent back to all involved parties.”

Specific information on this applicant, along with the nature of the felony conviction, supervision performance, and CAE reasons for wanting to hire this individual, will be provided during the May 16, 2023, Community Corrections Board meeting. Attached is the initial letter from CAE requesting approval from the Community Corrections Board as well as a supporting email from CDOC-Division of Adult Parole Assistant Director Travis Hadaway.

Recommended Motion:

Approve/Deny waiver request under Community Corrections Standards OMA-013 for hiring the CCI applicant Kalie Kerr with prior felony convictions.



Community Alternatives of El Paso County
2945 E. Las Vegas St.
Colorado Springs, CO 80906

TEL: 719-318-5586
FAX: 719-694-1682

MEMORANDUM

TO: El Paso County Community Corrections Board

FROM: Sean Foster, Facility Director

A handwritten signature in blue ink, appearing to read "Sean Foster", is written over the printed name.

DATE: April 27, 2023

RE: Qualified Candidate with Previous Record

In the spirit and within the intent of reentry, I would like to provide the opportunity to Mrs. Kalie Kerr to be employed at CAE as a Security Monitor I. She has cleared the Colorado Division of Criminal Justice's background check, and after resolving traffic issues in New Mexico, has continued to pursue employment to work at CAE.

Mrs. Kerr was convicted of 2nd degree attempted murder and robbery in March of 2015. She was sentenced to the Youthful Offender System and completed her sentence. When I asked regarding her charges, she replied that her boyfriend at the time had discharged a firearm at a residence. She stated she would not testify against him, so she was charged and convicted of attempted murder. In her application, Mrs. Kerr states, "I have worked with reforming the community since my release and continue to influence positive change to my community. I was young and made mistakes without realizing how it would forever affect my life. I am appreciative of the opportunity presented to me and look forward to being an example of true rehabilitation and reform." She has taken several college courses, has multiple business certificates, and has completed programs such as Thinking for a Change and 7 Habits.

Mrs. Kerr is currently working as a Behavioral Health Technician in Monument Colorado. She had worked as a personal care provider prior to that. I believe this employment opportunity, if approved, would provide a former justice involved individual the opportunity to succeed in becoming that "example of true rehabilitation" in line with GEO's mission.

xc: Christine Burns, Justice Services Division Manager
Travis Hadaway, Associate Director, Division of Adult Parole

Macain Hildebrand

From: Hadaway - DOC, Travis <travis.hadaway@state.co.us>
Sent: Friday, April 28, 2023 8:25 AM
To: Sean Foster
Cc: Christine Burns; ffalk; Macain Hildebrand
Subject: Re: Qualified Candidate with Previous Record

CAUTION: This email originated from outside the El Paso County technology network. Do not click links or open attachments unless you recognize the sender and know the content is safe. Please call IT Customer Support at 520-6355 if you are unsure of the integrity of this message.

Good morning,

The DOC and Division of Adult Parole would have no objections to the employment of Mrs. Kerr at CAE.

Thanks,
Travis

Travis M. Hadaway
Assistant Director, Division of Adult Parole



P 719 546 0009 | F 719 545 0340 | C 719 924 0117
4109 N. Elizabeth Street Pueblo, CO 81008
travis.hadaway@state.co.us | www.colorado.gov

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On Thu, Apr 27, 2023 at 4:04 PM Sean Foster <sean.foster@geogroup.com> wrote:

Christine, attached is a memo for your review and for the Board to review for an individual who was previously involved in the justice system. Mrs. Kerr completed her sentence at YOS and would like to give back to the community. Please let me know if you have additional questions or need additional information.

Sean Foster
Facility Director

GEO Reentry Services
Community Alternatives of El Paso County
2945 E. Las Vegas St.
Colorado Springs, CO 80906

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