

EL PASO COUNTY COLORADO

COMMISSIONERS:
STAN VANDERWERF (CHAIR)
CAMI BREMER (VICE-CHAIR)

COLORADO

HOLLY WILLIAMS
CARRIE GEITNER
LONGINOS GONZALEZ, JR.

JUSTICE SERVICES DEPARTMENT

VETERAN SERVICES ~ JUSTICE SERVICES

Community Corrections Board (CCB) October 18, 2022, 12:15 p.m. - 1:45 p.m. Meeting Agenda

Regional Development Center, 2nd Floor Hearing Room, 2880 International Circle, Colorado Springs 80910
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: 324 407 42#

<u>Item</u>	<u>Presenter</u>	<u>Recommended Action</u>
1. Call Meeting to Order a) ComCor Inc. Staff/Client Partnerships	Chair Dr. Sue Kuiper ComCor Inc. Clients	Information
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 September 20 th and the electronic meeting minutes of September 7 th , 14 th , and 28 th , 2022.	Chair	Vote
5. Program Reports a) ComCor, Inc. (CCI) b) Community Alternatives of El Paso County (CAE)	Dr. Sue Kuiper Sean Foster	Information Information
6. Monthly Reports a) SFY23 Financial Report b) Provider Termination Reports c) Staff Report	Christine Burns Christine Burns Christine Burns	Information Information Information
7. Old Business		
8. New Business a) SFY23 1 st Half Facility Payment Distribution b) Colorado Community Corrections Standards Revision c) Performance-Based Contracting – KPI Requirements	Christine Burns Christine Burns Christine Burns	Vote Information Information
9. Case Review - Ballot Results	Chair	Information
10. Board / Staff Comments	Chair	Comments
11. Adjournment		

Next meeting date: Tuesday, November 15, 2022, 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 80922

Community Corrections Board

Agenda Item Summary

Agenda Item Title: ComCor Inc. (CCI) Staff/Client Partnerships

Agenda Date: October 18, 2022

Agenda Item Number: 1-a

Presenter: Dr. Sue Kuiper, Client Services Director, CCI
CCI Clients

Information: X

Endorsement:

Background Information:

Beginning in 2021, CCI leadership began identifying and implementing programmatic changes designed to increase client success and decrease the incidence of drug overdoses at the facilities. In October 2021, a Transition client living at the 3950 North Nevada facility asked about bringing the *7 Habits on the Inside* class to CCI. This client had been a core member of 7 Habits in prison and thought the curriculum could greatly benefit CCI clients. By January 2022, CCI hosted the first of a series of 7 Habits classes that are co-facilitated by staff and clients. This change paved the way for two additional client-staff partnerships, the Policy Review Committee, and the Client Response Team.

The Policy Review Committee is a volunteer group of staff and clients responsible for reviewing and updating some of CCI's client-facing policies, procedures, and forms. Since its inception, the committee has revised CCI's rules and expectations and the sanctions grid. The committee is currently reviewing the incentives system and the client handbook.

The Client Response Team (CRT) is CCI's third client-staff partnership. The CRT is a group of clients who have volunteered to use their experiences to help other clients through challenging times. Peer-to-peer support is extremely valuable for clients struggling with substance use, family issues, program compliance, social stressors, etc. Existing members and select staff screen proposed volunteers to determine their appropriateness for the team. CCI has scheduled a Mental Health First Aid Training for all team members to help them recognize and respond to clients in distress.

Recommended Motion: N/A

4th Judicial District Community Corrections Board (CCB)
MINUTES
September 20, 2022

Board members: Mark Allison, Judge Chad Miller, Brent Nelson, Billie Ratliff, Judith McCollum, Kirsten Swenson, Ryan Graham, Mike Pitt, and Lt. James Allen, Jim Reid, Rose Roy, Judge Ann Rotolo, Ashleigh Pratt, Mark Morgan

Excused absences: Lori Griffith

Unexcused absences: None

Staff present: Peter Carey, Daniel Huddleston, Tiffany Weaver, Diane Frost, and Terry Sample

Guests present: Mark Wester and Sean Foster

1. **Rose Roy, Chair, called the meeting to order at 12:16 p.m.** The Board meeting was held with Board members attending either virtually or in person.
 - a. **Study Session**: Corrections Training Support conducted a training session on BSMART.
2. **Attendance**: The Board Chair called roll. Mark Wester requested excused absences for October 18, 2022, and Sue Kuiper would be stepping in for ComCor, Inc.
3. **Case Review**:
 - a. **VRA Statements**: Registered victims in proposed client cases (Chavez, Kristopher, Sena, Dante, Gordon, Amos, and Nicks, Sapphire) addressed the board.
 - b. **Discussion and Balloting**: Balloting was opened.
4. **Approval of the Minutes**: **Jim Reid moved, and Billie Ratliff seconded to approve the meeting minutes for August 16, 2022, and the electronic meeting minutes for August 3, 10, 24, and 31, 2022. The motion passed unanimously by roll call vote.**
5. **Program Reports**:
 - a. **ComCor, Inc. (CCI)**: Mark Wester reported for CCI. Mr. Wester stated that CCI has a 254-bed allocation; that they had a 263 average census; that those clients paid \$7,307.01 for child support and \$6,168.00 in restitution; that they had 64 admissions and 46 terminations (that leave the program); that they had 31 successful (67.4%) and 15 negative (32.6%) terminations and 8 (17%) were escapes; the employment rate was at 70.3% down from last month; that the positive UA rate was 2.3%. Internally CCI is looking into checks and balances regarding the UA results because last month was too low. Mr. Wester stated that last month there was one death due to an overdose; unfortunately, the client was fairly new, came from jail, and was able to access substances. CCI had 41 diversion referrals

and 52 transition referrals. CCI is a Harm Reduction Facility, the staff carries Narcan with them while they are on shift, and Narcan is accessible to clients in the restrooms. Reorganizing Peter Carey, Christine Burns, and EPC staff on all that they are doing regarding the funding issues. Kirsten Swenson's question is what the clients' consequences is when the client escapes. Mr. Wester stated that when a client escapes 2 hours beyond, an escape packet is produced, a 2-hour courtesy warrant is issued by the state patrol is not, and the client is terminated from the program. Department Of Corrections (DOC) recently began filing charges that are on parole, and it is a welcome policy change that was roughly dated back in July 2022.

- b. **Community Alternatives of El Paso (CAE)**: Sean Foster reported for CAE. Mr. Foster stated regarding the escape concerns that the vast majority of the clients have drug problems, and that is the most consistent driving factor. He stated that going thru CAE stats is the primer factor in escapes. Mr. Foster stated that CAE has a 237-bed allocation with an average capacity of 156 clients, that they had 28 admissions; that they had 17 successful (48.6%) and 18 negative (51.4%) terminations; that they had 11 escapes and there was an increase from last month. Mr. Foster shared that the client's employment rate was 88.4%, their positive UA rate was 5.04%, and there were four grievances. CAE has implemented a location app that would be placed on resident phones, and a process has been established in policy regarding the use of the app. The program would reduce staff time when checking for resident locations.

6. Monthly Reports:

- a. **SFY22 Financial Report**:

Peter Carey stated that El Paso County continues to work with the Department of Public Safety and Office of Community Corrections on matters related to contracting and allocation. She stated that financial reports will be included when available for State Fiscal Year 2023.

- b. **Provider Termination Report**: Daniel Huddleston reported that for the month of August 2022, ComCor, Inc. had a 68% successful program completion rate, a 17% unauthorized absence rate, and a 15% house technical violation rate. He reported that Community Alternative of El Paso County had a 31% unauthorized absence rate, house technical violations at a 20% rate, and a successful program completion rate of 49%.
- c. **Staff Report**: Daniel Huddleston welcomed new Citizen Board Member Mark Morgan and Teller County Representative Ashleigh Pratt and thanked outgoing representative Gil Suazo for his service. He stated that the Colorado Association of Community Corrections Boards (CACCB) would be hosting a quarterly meeting in Adams County on October 14, 2022, and all interested Board members are welcome to attend. He stated that EPC staff attended the Division of Criminal Justice, Core Security Audit, and Program Assessment for Correctional Excellence (PACE) meeting to receive information on the FY23 audits.

4th Judicial District Community Corrections Board (CCB)
MINUTES
September 20, 2022

7. Old Business: None

8. New Business: None

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

10. Board/Staff Comments: Peter Carey suggested that ComCor, Inc. present information on staff and client partnership.

11. Adjournment: Chair Rose Roy adjourned the meeting at 2:04 p.m.

Respectfully submitted,

Christine Burns, Justice Service Division Manager

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of September 20, 2022
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 October 18, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
NEELY, MALIK	23-0276	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	11	3	1
WOODWORTH, JUSTIN	23-0277	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	8	6	1
MARTINEZ, JESSICA LEIGH	23-0278	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	8	6	1
INNIS-JACKSON, TEVEN ISAIAH JO	23-0280	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	12	2	1
MONTOYA, ADAM J	23-0283	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	6	1
GALLEGOS, GREGORY E	23-0284	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	5	1
PARKER, JABEZ Q	23-0285	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	11	3	1
HARRISON, JAVAR R	23-0286	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	13	1	1
BLACKWELL, JEANNIE L	23-0287	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	14	0	1
CRUZ, JOSHUA N	23-0288	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	4	2
PEPPERS, BURNELL D	23-0289	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	5	1
MORRISON, JON K	23-0290	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	11	3	1
NEWTON, MICHAEL R	23-0295	C	<input type="checkbox"/>	<input type="checkbox"/>		CCI	13	1	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
BROWN, DARIUS	23-0279	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	11	1
ORTIZ, VICTOR	23-0281	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	9	1
SANDOVAL, CHRISTOPHER A	23-0282	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	7	1
CARRILLO, RUBEN G	23-0291	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	12	1
BIGBACK, AMANDA R	23-0292	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	12	1
ANTONETTY, JAMALL L	23-0293	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	12	1
BERRY, RYAN B	23-0294	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	12	1
SPENCE, OSHANE	23-0296	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	4	9	1
CHAVEZ, KRISTOPHER	23-0297	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	8	1
SENA, DANTE J	23-0298	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	0	12	2
GORDON, AMOS L	23-0299	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	9	1
NICKS, SAPHIRE L	23-0300	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	0	12	2

El Paso County Community Corrections Board
Electronic Screening Minutes
September 7, 2022

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 1:05 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 September 07, 2022
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 September 20, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
TONEY, ANTHONY	23-0227	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	5	1
ROTHBLATT, KATHARINE	23-0228	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	11	1	1
POHLMAN, JONATHAN	23-0229	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	7	5	1
STARR, JOSHUA	23-0231	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	12	0	1
FRENCH, ROBERT	23-0232	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	9	2	0
RICHARDSON, THOMAS	23-0233	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	12	0	1
CASKY, BRENDEN C	23-0236	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	8	4	1
MEDINA, FABIAN C	23-0244	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	4	1
MOORE, FREDDIE L	23-0245	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	4	1
PEREZ, RENE R	23-0246	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	4	1
JOHNSON, TAD M	23-0250	C	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	1	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
GARCIA, LYDIA	23-0226	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	6	6	1
PEACE, DARREN	23-0230	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	6	6	1
RAMIREZ-NEVAREZ, ALEXIS	23-0234	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	6	6	1
TOWNLEY, JOSEPH	23-0235	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	6	6	1
CORDOVA, SHANE M	23-0237	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	10	1
WALTON KING, BRIAN O	23-0238	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	10	1
LUCERO, GINO	23-0239	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	10	1
BEEMER, KEVIN	23-0240	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	7	1
BILAS, VICKIE L	23-0241	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	8	1
GARCIA, EVAN J	23-0242	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	9	1
LOTERO, SEBASTIAN	23-0243	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	6	1
CASADOS, RAYMOND J	23-0247	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	9	1
ASHABRANNER, MICHAEL M	23-0248	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	7	1
AQRA, MUTAZ A	23-0249	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	6	6	1

El Paso County Community Corrections Board
Electronic Screening Minutes
September 14, 2022

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 September 14, 2022
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 September 20, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
HOWARD, TERRENCE	23-0251	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	7	4	1
ARMIJO, HENRY	23-0253	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	9	2	1
REDELLE, EDWARD LEON	23-0259	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	5	1
CHAVEZ, BENJAMIN	23-0260	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	3	1
HAMPTON, XZAVIER D	23-0262	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	6	5	1
MUMMERT, ZACHARY T	23-0263	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	0	1
SOLORIO, LUKE D	23-0265	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	5	1
RODENBAUGH, HAYDEN A	23-0269	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	5	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
PARKER, KRIS	23-0252	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	8	1
JACKSON, JEFFREY	23-0254	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	5	6	1
RUBRIGHT, DANIEL	23-0255	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	1	10	1
LYONS, DAKOTA	23-0256	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	8	1
GRANADOS, OSCAR	23-0257	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	2	9	1
PRIDE, ANTHONY	23-0258	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	5	6	1
FRESQUEZ, DOMINIQUE O	23-0261	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	1	10	1
KEENER, MAURICE D	23-0264	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	9	1
PENA, RANDY J	23-0266	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	7	1
WORKMAN, REGINALD L	23-0267	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	6	1
BRACKS, KENNETH A	23-0268	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	5	2
CLARK, KAREN	23-0270	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	8	1
MUTTERS, WILLIAM R	23-0271	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	6	1
HOWELL, ROBERT L	23-0272	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	9	1
PLUNKETT, MYCHAEL	23-0273	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	8	1
GORRONO, MICHAEL V	23-0274	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	6	1
VIGIL, ADAM P	23-0275	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	7	1

El Paso County Community Corrections Board
Electronic Screening Minutes
September 28, 2022

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 September 28, 2022
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 October 18, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
MUNIZ JR., LUIS	23-0304	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	8	6	1
WILES, KIMBERLY L	23-0312	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	5	1
FELDER, JOHNATHAN T	23-0313	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	6	1
BULLARD, ROBERT W	23-0314	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	6	1
NARVAEZ-BRITO, SAMUEL A	23-0318	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	12	2	1
WEICHSELBERGER, JOSHUA	23-0323	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	4	2

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
MOORE, HARLEY	23-0301	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	5	9	1
HOLGUIN-JIMENEZ, SERGIO	23-0302	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	2	12	1
GLOVER, EARTHER	23-0303	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	2	12	1
RAYE, CHRISTINA	23-0305	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	4	10	1
REYNOLDS, RICHARD	23-0306	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	2	11	2
ARRINGTON, ALVIN	23-0307	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	4	9	2
MONTEZ, ELOY	23-0308	D	<input type="checkbox"/>	<input type="checkbox"/>	10th	CCI	5	9	1
HAYNES, TRAVIS L	23-0309	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	2	12	1
DOBBINS, SEAN P	23-0310	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	7	1
MILLER, LARRY F	23-0311	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	11	1
MILLS, JUSTIN M	23-0315	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	7	1
HORN, MICHAEL L	23-0316	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	7	1
WATSON, JOHNATHAN W	23-0317	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	8	1
HUNTLEY, THOMAS A	23-0319	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	8	1
HART, SEAN K	23-0320	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	7	1
ANDREATTA, AUSTIN E	23-0321	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	10	1
THOMAS, DEMETRIUS A	23-0322	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	7	2
ANDERSON, ABU	23-0324	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	9	1
AMIOT, STEVEN A	23-0325	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	11	1

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Program Report / ComCor, Inc. (CCI)
Agenda Date: October 18, 2022
Agenda Item Number: 5-a
Presenter: Dr. Sue Kuiper, Client Services Director, CCI
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

ComCor, INC. (CCI) VENDOR REPORT

Month	Sept	YEAR	2022
-------	------	------	------

Facility Capacity:	263
DCJ Allocation:	254

FACILITY DEMOGRAPHICS					
Diversion:	105	IRT:	25	Diversion Out of District:	18
Transition:	82	RDDT:	3		
Condition of Parole:	8	CRP:	13		
Condition of Probation:	3	Non CRP SO:	18		
Non-Residential:	49	Criteria Cases:	144		

FINANCIAL FEES	
Total Financial Fees	Total
Child Support	\$1,854.78
Restitution	\$6,033.00

ADMISSIONS						Specialized Treatment			
	Diversion	Transition	Condition of Parole	Condition of Probation	Non-Residential:	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	Total
Total	24	10	3	4	5	13	1	0	60

TERMINATIONS					Specialized Treatment Terminations			Non-Residential Terminations	
	Diversion	Transition	Condition of Parole	Condition of Probation	Intensive Residential Treatment (IRT)	Residential Dual Diagnosis (RDDT)	Community Responsibility Program (CRP)	Total	Non-Residential
Successful	8	2	0	2	10	0	0	22	4
Negative	16	9	0	1	6	0	1	33	2
Total	24	11	0	0	16	0	1	55	6

PROGRAM TERMINATIONS			
Termination Reasons	Total	Percentage	Non-Residential Termination Reasons
Successful Program	22	40.0%	4
Client Status Change - <i>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</i>	11	NA	1
Negative	33	60.0%	0
Escape	17	30.9%	1
House/Technical Violations	15	27.3%	1
Committed New Crime - During Placement	1	1.8%	0
Warrant/Pending Crime - Prior to Placement	0	0.0%	0

FACILITY STAFFING				
Staffing	Budgeted FTE's	New Hires	Terminated	Vacant FTE
Security	32.6	0	1	4
Case Management	21	0	1	2
Treatment Staff	11	0	1	2
Admn	10	0	0	0
Support Staff (Other)	9	0	0	1
Non-Residential	2	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	1	0	0	<u>1</u>	Employment Rate	70.3%	72.0%
Assault	0	0	0	0	<u>0</u>	UA Positive Rate	3.5%	<u>2.3%</u>
Fighting	0	0	0	0	<u>0</u>	Raw UA Data		
Possession of Dangerous Drugs	0	0	0	0	<u>0</u>	Total/Positive	1500 / 54	1500 / 35
Positive Urinalysis	31	22	1	0	<u>54</u>	Type	Current Month Count	Previous Month Count
<i>Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return</i>	Escape	6	7	4	0	Client Grievances	7	5
	Sanctions	40	33	1	2	Citizen Complaints	0	0
Medical Emergency	1	0	1	0	<u>2</u>	IRT Waitlist	16	18
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	0	0	0	0	<u>0</u>	Dual Supervision	0	0
Death	0	0	0	0	<u>0</u>			
PREA Allegation	0	0	0	0	<u>0</u>			
Use of Force	0	0	0	0	<u>0</u>			
TOTAL	78	63	7	2	150			

Diversion Criteria Referrals			Diversion Auto Referrals			Total Referrals
Referrals	Approved	Denied	Referrals	Approved	Denied	
11	11	0	16	13	3	27

Transition Criteria Referrals			Transition Auto Referrals			Total Referrals
Referrals	Approved	Denied	Referrals	Approved	Denied	
1	1	0	34	23	0	35

Jenner Behan

 Director Signature/Designee

10/12/2022

 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"> • Redeveloped new hire training to include more hands on training with the opportunity to practice the skills learned prior to being released to a facility. Facility managers are taking a greater role in new hire training as well. We are providing a full week of training and a shadowing period for consistent performance. • ComCor is planning on starting motivational interviewing courses for all of case management.
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. • 7 Habits on the inside was added to IRT curriculum.
3950 RENOVATION:	Renovation at the 3950 location has been stopped.

CORE Security Audit

CS-010: Random Headcounts & 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. • We completed a U.A snapshot for all clients, which accounted for six more substance positive U.A's
OMA-020: Milieu Management	We have moved back to 8 hour shifts throughout the facilities and maintain our walkthroughs and prosocial engagements.

Additional Comments:

Community Corrections Board

Agenda Item Summary

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

Agenda Date: October 18, 2022

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	September	YEAR	2022
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Facility Capacity:	156
DCJ Allocation:	237

FACILITY DEMOGRAPHICS					
Diversion:	66	IRT:	0	Diversion Out of District:	5
Transition:	90	RDDT:	0		
Condition of Parole:	0	CRP:	1		
Condition of Probation:	0	Non CRP SO:	3		
Non-Residential:	46	Criteria Cases:	114		

FINANCIAL FEES	
Total Financial Fees	Total
Child Support	1,150.00
Restitution	3,812.00

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	14	6	0	0	2	0	0	0	<u>22</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)	Total	<u>Non-Residential</u>
Successful	5	5	0	0	-	-	-	<u>10</u>	2
Negative	4	4	0	0	-	-	-	<u>8</u>	0
Total	9	9	0	0	0	0	0	18	2

PROGRAM TERMINATIONS			
<u>Termination Reasons</u>	<u>Total</u>	<u>Percentage</u>	<u>Non-Residential Termination Reasons</u>
Successful Program	10	55.6%	2
Client Status Change - <small>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</small>	2	NA	3
Negative	8	44.4%	0
Escape	2	11.1%	0
House/Technical Violations	6	33.3%	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>	Budgeted FTE's	New Hires	Terminated	Vacant FTE
Security	31	2	2	2
Case Management	12	0	1	0
Treatment Staff	0	0	0	0
Admn	6	0	1	1
Support Staff (Other)	7	1	0	0
Non-Residential	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	83.1%	88.4%
Assault	0	0	0	0	<u>0</u>	UA Positive Rate	5.0%	5.0%
Fighting	0	0	0	0	<u>0</u>	Raw UA Data		
Possession of Dangerous Drugs	0	0	0	0	<u>0</u>	Total/Positive	964/49	964/49
Positive Urinalysis	29	35	0	0	<u>64</u>	Type	Current Month Count	Previous Month Count
Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return	Escape	1	1	0	0	Client Grievances	3	4
	Sanctions	3	17	0	0	Citizen Complaints	0	0
Medical Emergency	2	2	0	0	<u>4</u>	Dual Supervision	0	0
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	0	0	0	0	<u>0</u>			
Death	0	0	0	0	<u>0</u>			
PREA Allegation	0	0	0	0	<u>0</u>			
Use of Force	0	0	0	0	<u>0</u>			
TOTAL	35	55	0	0	90			

Diversion Criteria Referrals			Diversion Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
21	20	1	14	14	0	35
Transition Criteria Referrals			Transition Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
34	23	11	6	5	1	40

Sean Foster
Director Signature/Designee

10/13/2022
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.

In September, the Case Management Supervisor reviewed twenty-two files. Twenty-two files were new residents. Files are looking better and there were just minor corrections needed. In August, the Case Management Supervisor reviewed twenty-six files. Twenty-two were new resident files, and four of them were re-reviews. Coaching has taken place with the case manager that continues to struggle on the files. In July, the Case Management Supervisor reviewed twenty-nine files. Several files had repeats from previous reviews. Those Case Managers were addressed through performance management. Two more Case Managers were hired in June. They have been shadowing other Case Managers and will have SOA-R training in August. All of the Case Managers are working together to ensure their case plans for the residents are meaningful and have buy-in from the residents.

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.

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

The secure box for suspected drugs is in place. Supervisors have access too. Additional rounds are being made throughout the facility. Staff are communicating with each other when they are conducting bunk searches on items they are finding. This allows staff to be more aware when they are conducting the next search or searching a resident's property when they come into the facility. Additional search and contraband training has been conducted. The most recent contraband item list was disseminated to staff to ensure they are aware of the items.

<p>*CS Substance Use Monitoring Drug Interdiction Events and Outcomes: Security Manager and Fidelity Specialist observations, audits, findings and actions taken.</p>	<p>Security staff are now carrying narcan on them. Five total Narcan kits are available on each shift. On August 15th, a K9 searched the facility common areas and all living areas. The K9 alerted on a few bunks which were searched. Nothing was found. On July 29th, a K9 searched facility common areas and the female resident rooms. The K9 alerted on two female resident rooms which were searched. Only nuisance contraband was found. All of the females in those rooms were also drug tested. During bunk searches and common area searches, some drug paraphernalia was founded. Residents are required to submit to drug testing if the drug paraphernalia was found in their property. In May, CAE had a K9 search in the facility No drugs were found, UA's were increased on bunks that were alerted.</p>
<p>*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</p>	<p>The location app has been started. We are working through the process along with the residents. The location app was placed on resident phones. This will reduce staff time when checking for resident locations. In July, Security Staff have a template that captures all of the information needed when conducting whereabouts.</p>
<p>Fidelity Specialist and Case Manager Supervisor observations, audits, and actions taken.</p>	
<p>Additional Comments:</p>	
<p>On September 24th, Seven staff members, five residents and two family members did the Addiction Walk-March into the Light, which was put on by Face It Together.</p>	

Community Corrections Board

Agenda Item Summary

Agenda Item Title: SFY23 Financial Report
Agenda Date: October 18, 2022
Agenda Item Number: 6-a
Presenter: Christine Burns, Justice Services Division 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 July, August, and September 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

SFY23 1ST QUARTER ALLOCATION AND EXPENDITURES ONLY

ComCor, Inc.			ACTUAL INVOICING RECEIVED FROM TO VENDOR						TOTAL FIRST HALF
	Allocated Amount From DCJ/EPC	Actual Expenditure YTD from 7/1/22 to 9/30/2022	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Community Corrections Inmate Housing	\$ 1,050,108.39	\$ 1,580,669.69	\$ 525,186.86	\$ 532,901.25	\$ 522,581.58	\$ -	\$ -	\$ -	\$ 1,580,669.69
Community Corrections - COProbation IRT IH	\$ 92,563.18	\$ 53,398.40	\$ 18,711.35	\$ 17,679.80	\$ 17,007.25	\$ -	\$ -	\$ -	\$ 53,398.40
Community Corrections - Non-Residential Div.	\$ 41,876.68	\$ 23,210.81	\$ 8,188.07	\$ 8,729.43	\$ 6,293.31	\$ -	\$ -	\$ -	\$ 23,210.81
Community Corrections Correctional Treatment	\$ 40,250.00	\$ 7,537.50	\$ 1,792.50	\$ 2,830.00	\$ 2,915.00	\$ -	\$ -	\$ -	\$ 7,537.50
Community Corrections Facility Payments (FP)	\$ 148,000.00	\$ 148,000.00	\$ -	\$ -	\$ 148,000.00	\$ -	\$ -	\$ -	\$ 148,000.00
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 1,372,798.25	1,812,816.40	\$ 553,878.78	\$ 562,140.48	\$ 696,797.14	\$ -	\$ -	\$ -	\$ 1,812,816.40
	Contract Amount Remaining		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ (530,561.30)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections - COProbation IRT IH	\$ 39,164.78		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections - Non-Residential Div.	\$ 18,665.87		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections Correctional Treatment	\$ 32,712.50		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections Facility Payments	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN ALLOCATION	\$ (440,018.15)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Expected Expenditure Total Allocation (Monthly)	\$	457,599.42
Actual Expenditure Total Allocation (Current Month)	\$	696,797.14
% Expected Expenditure (To Date)		100.00%
% Actual Expenditure (To Date)		132.05%
% Under / (Over) Spent		-32.05%

Expected YTD Expenditures Per Allocation	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 1,050,108.39	\$ 1,580,669.69	\$ (530,561.30)	-50.52%	Inmate Housing
\$ 92,563.18	\$ 53,398.40	\$ 39,164.78	42.31%	Cond. Of Probation IRT
\$ 41,876.68	\$ 23,210.81	\$ 18,665.87	44.57%	Non-Residential
\$ 40,250.00	\$ 7,537.50	\$ 32,712.50	81.27%	Correctional Treatment
\$ 148,000.00	\$ -	\$ 148,000.00	100.00%	Facility Payment

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 9/30/2022	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Community Corrections Inmate Housing	\$ 1,039,715.00	\$ 974,582.00	\$ 343,978.00	\$ 328,501.00	\$ 302,103.00	\$ -	\$ -	\$ -	\$ 974,582.00
Community Corrections - Non-Residential Div.	\$ 41,876.68	\$ 47,194.45	\$ 15,906.10	\$ 16,098.90	\$ 15,189.45	\$ -	\$ -	\$ -	\$ 47,194.45
Community Corrections Correctional Treatment	\$ 40,250.00	\$ 41,440.00	\$ 12,494.00	\$ 15,655.00	\$ 13,291.00	\$ -	\$ -	\$ -	\$ 41,440.00
Community Corrections Facility Payments	\$ 74,000.00	\$ 74,000.00	\$ -	\$ -	\$ 74,000.00	\$ -	\$ -	\$ -	\$ 74,000.00
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 1,195,841.68	1,137,216.45	\$ 372,378.10	\$ 360,254.90	\$ 404,583.45	\$ -	\$ -	\$ -	\$ 1,137,216.45
	Allocation Amount Remaining								
			Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ 65,133.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections - Non-Residential Div.	\$ (5,317.77)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections Correctional Treatment	\$ (1,190.00)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Corrections Facility Payments	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN ALLOCATION	\$ 58,625.23		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Expected Expenditure Total Allocation (Monthly)	\$	349,280.56
Actual Expenditure Total Allocation (Current Month)	\$	404,583.45
% Expected Expenditure (To Date)		100.00%
% Actual Expenditure (To Date)		95%
% Under / (Over) Spent		4.90%

Expected Expenditures Per Allocation	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 1,039,715.00	\$ 974,582.00	\$ 65,133.00	6.26%	Inmate Housing
\$ 41,876.68	\$ 47,194.45	\$ (5,317.77)	-12.70%	Non-Residential
\$ 40,250.00	\$ 41,440.00	\$ (1,190.00)	-2.96%	Correctional Treatment
\$ 74,000.00	\$ -	\$ 74,000.00	100.00%	Facility Payment

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Provider Termination Reports

Agenda Date: October 18, 2022

Agenda Item Number: 6-b

Presenter: Christine Burns, Justice Services Division Manager

Information: X

Endorsement:

Background Information:

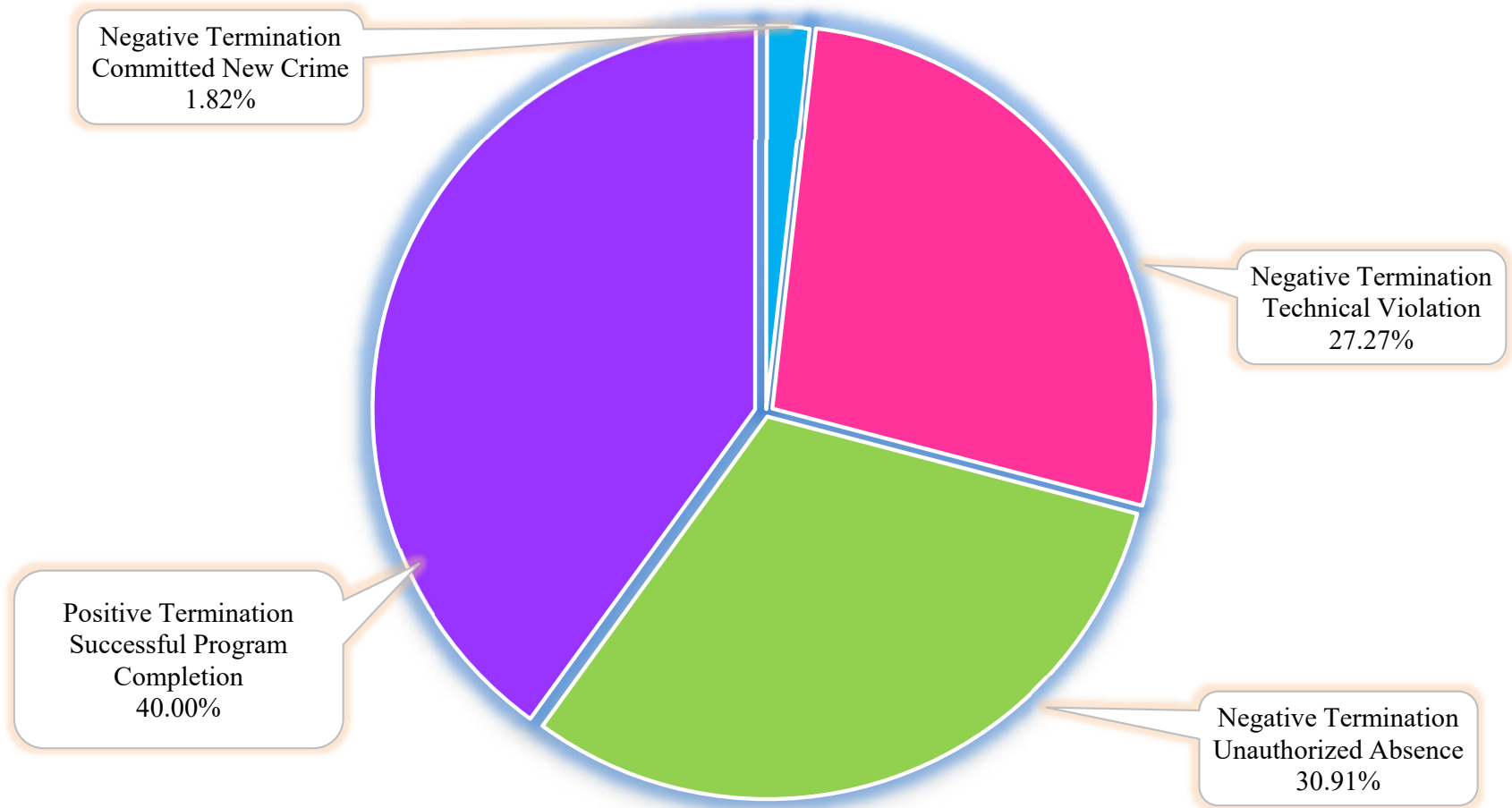
Pursuant to Article II of the El Paso County Community Corrections Board (CCB) By-Laws and section 4a of Colorado Revised Statute 17-27-103, as amended, local community corrections boards are responsible for making assessments on the number of offenders who have an unauthorized absence from custody. 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 September 2022.

Recommended Motion:

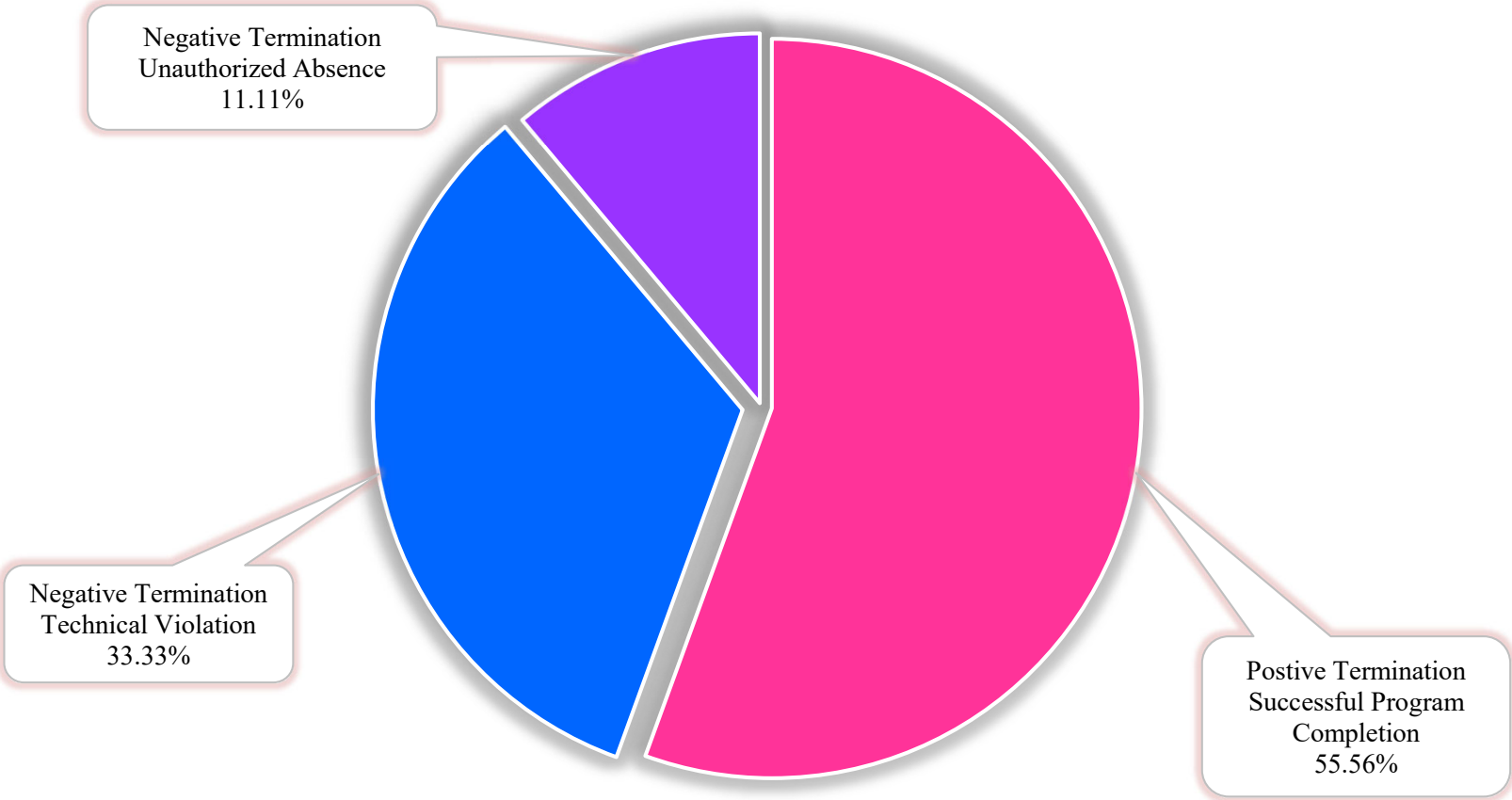
N/A

CCI Residential Termination - September 2022



*Neutral Terminations not included

CAE Residential Termination - September 2022



*Neutral Terminations not included

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Staff Report – October 2022
Agenda Date: October 18, 2022
Agenda Item Number: 6-c
Presenter: Christine Burns, Justice Services Division 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. The Colorado Association of Community Corrections Board hosted its Fall meeting on Friday, October 14th.
 2. The Division of Criminal Justice has scheduled a visit to Sterling Correctional Facility for Wednesday, November 16, from 10 am-1 pm. This visit will include a tour of the facility, presentations, and a meet and greet with the RF2 (Redemption Road Fitness Foundation), Milestone Mentorship, VIPER (Veterans) and K9 programs, and the Honor House! If interested in attending, please let staff know by Thursday, October 20th. Paperwork must be submitted for facility clearance.

El Paso County Community Corrections Board

Agenda Item Summary

Agenda Item Title: SFY23 1st Half Facility Payment Distribution
Agenda Date: October 18, 2022
Agenda Item Number: 8-a
Presenter: Christine Burns, Justice Services Division Manager

Information:

Endorsement: X

Background Information:

The Department of Public Safety, Division of Criminal Justice (DCJ), and Community Corrections have distributed to El Paso County \$222,000 for a 1st Half Facility Payment to be disbursed as outlined in Statewide Facility Payments Policy and as allocated for State Fiscal Year 2023 by DCJ as follows:

ComCor, Inc. (CCI) \$148,000
GEO/Community Alternatives of El Paso County (CAE) \$74,000

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 also described in LB Footnote 73 from FY 2015-16.

Recommended Motion:

Move to approve the distribution of the 1st half of SFY23 Facility Payments to GEO/Community Alternatives of El Paso in the amount of \$74,000 and to ComCor, Inc. in the amount of \$148,000 upon receipt of their letter of intent to follow the requirements for facility payment.

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Colorado Community Corrections Standards Revision

Agenda Date: October 18, 2022

Agenda Item Number: 8-b

Presenter: Christine Burns, Justice Services Division Manager

Information: X

Endorsement:

Background Information:

The Department of Public Safety, Division of Criminal Justice, and Community Corrections have revised and published the 2022 Colorado Community Corrections Standards. These standards were revised from the previously adopted 2017 Standards.

Six standards were removed, three were added, and several revised expectations of practice were rewritten for improved understanding and clarification.

Removed Standards:

- PD-011: Program Development - Implementation and Sustainability Teams
- PD-012: Program Development - Staff Skill Building
- SD-010: Staff Development - Staff Selection
- SD-090: Staff Development - Coaching and Fidelity
- SD-100: Staff Development - Leadership Development
- OMA-030: Organization Management / Accountability-Unannounced Facility Checks

Added Standards:

- EF-090: Environment / Facility - Access to Hygiene Products
- OMA-100: Organization Management/Accountability-Mental Health Crisis Response
- SD-110: Implementation and Sustainability

Revised expectations:

- CS-040: Client Supervision - Random Off-site Monitoring
- CS-044: Client Supervision - Home Visits and Community Contacts
- CS-080: Client Supervision - Prescribed Medications
- CCC-020: Communication/Coordination/Collaboration - Incident Notification
- SD-070: Staff Development - Staff Training

The revised standards are available on the [Colorado Community Corrections website](#)

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Performance-Based Contracting - KPI Requirements

Agenda Date: October 18, 2022

Agenda Item Number: 8-c

Presenter: Christine Burns, Justice Services Division Manager

Information: X

Endorsement:

Background Information:

The Division of Criminal Justice, Office of Community Corrections, under their Performance Based Contracting Model, are requiring community corrections vendors to select and report on Key Performance Indicators (KPIs). KPIs are quantifiable measures that demonstrate improvement in performance. For the purposes of performance-based contracting, the areas of performance assessed will be staff retention and staff training. KPIs presents an opportunity for providers and boards to work together to set meaningful goals and target metrics based on individual program performance.

The expectations for KPIs include:

- All KPIs and metric targets must first be approved by the local community corrections board and then by the Office of Community Corrections. Local community corrections boards have influence over the KPIs as the direct contract holder to ensure local interests and expectations are represented.
- KPIs, and the determined metric targets, shall be based on current data and represent progress and growth for the individual program. Approval of KPIs will be based on the ability to provide data representing baseline measurement and setting of meaningful targets.
- Each program is expected to have a total of four KPIs. There shall be two KPIs to address the performance area of staff retention and two KPIs to address staff training.
- The local community corrections board and/or the Office of Community Corrections can audit performance on the KPI and/or request additional documentation to verify the KPI.

Timeline

- **November 15, 2022** - Board approved KPIs, including the metric targets, are due to the Office of Community Corrections.

- **December 1, 2022 - November 30, 2023** - Data collection period for approved KPI metrics.
- **January 15, 2024** - Board reviewed and approved KPI performance delivered to the Office of Community Corrections.

Earning PBC Incentive

If a program meets the KPI target for **3 out of 4** of the metrics set for staff training and staff retention, the program will earn the incentive. For any program that earns the incentive, the program will receive an additional 2% towards the base per diem in the Fiscal Year 2024-25.

Recommended Motion:

N/A



Program Representative Approval

Program Representative Name/Title: _____

Signature: _____ Date: _____

Community Corrections Board Approval

Comments from Community Corrections Board:

Board Representative Name/Title: _____

Signature: _____ Date: _____

Office of Community Corrections Approval

OCC Representative Name/Title: _____

Signature: _____ Date: _____



Key Performance Indicators Examples

Below is a list of potential key performance indicators (KPIs), along with a brief, broad, and simple example of how it might look in practice. These options can be used or modified to best suit the data that you have. Targets must represent some level of improvement above the current status quo, though the degree of the improvement is a decision made jointly between boards and programs. It is important to note that these are not the only KPIs you can use. You have the ability to create your own KPIs, to best match the current situation you are in. A reminder, KPIs need to be something that is currently being measured or tracked.

Please reach out to the Office of Community Corrections if you have any questions or concerns. If you have any questions about data collection design strategies, please contact Matthew.Tullis@state.co.us.

A special note regarding data collection. If you will be using an instrument, such as a survey or an interview, it is important that once data collection starts, that the instrument does not change during the data collection period. For example, if you are using a survey to collect information about staff satisfaction, then that survey should not change.

Staff Retention

1. Over the course of a year, what is the average length of employment for staff at different levels? Is there a difference between staff at different levels?
 - Name or Title of Proposed KPI.
 - Average staff length of employment.
 - What is the target metric?
 - An average length of employment of eighteen months.
 - What is the baseline of this KPI?
 - An average length of employment of nine months.
 - How will this KPI be measured?
 - Examining staff start and end dates.
2. Over the course of a year, what reasons did staff give when they left their employment? What common themes are present? Are they leaving because of pay, or something else?
 - Name or Title of Proposed KPI.
 - Reasons for staff departure.
 - What is the target metric?
 - Thirty percent of staff give the reason “company culture” when they depart.
 - What is the baseline of this KPI?
 - Sixty percent of staff give the reason “company culture” when they depart.
 - How will this KPI be measured?
 - Examining reasons why staff depart the company.
3. Over the course of a year, how many staff gave two weeks notice prior to leaving their employment? How many did not? What are the similarities among those who gave two weeks notice?



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- Name or Title of Proposed KPI.
 - Two week notice before departure.
- What is the target metric?
 - Fifty percent of staff give two weeks notice before they depart.
- What is the baseline of this KPI?
 - Twenty five percent of staff give two weeks notice before they depart.
- How will this KPI be measured?
 - Examining the number of staff who gave two weeks notice.
- 4. Over the course of a year, how satisfied are staff with their employment? What similarities and differences exist between different levels of staff and satisfaction?
 - Name or Title of Proposed KPI.
 - Staff satisfaction level.
 - What is the target metric?
 - Sixty five percent of staff are satisfied with their employment.
 - What is the baseline of this KPI?
 - Thirty two percent of staff are satisfied with their employment.
 - How will this KPI be measured?
 - Using staff satisfaction surveys.
- 5. Over the course of a year, how many retention initiatives were implemented? What effect did these initiatives have on retention? What type of retention initiatives were implemented?
 - Name or Title of Proposed KPI.
 - Staff incentive bonuses.
 - What is the target metric?
 - One staff pay bonus for every three months of employment.
 - What is the baseline of this KPI?
 - One staff pay bonus for every six months of employment.
 - How will this KPI be measured?
 - Seeing if staff pay bonuses are paid for every three months of employment, or other pay records.
- 6. Over the course of a year, how many position vacancies were present? How quickly were these vacancies filled?
 - Name or Title of Proposed KPI.
 - Length of time to fill position vacancies.
 - What is the target metric?
 - One week to fill position vacancies.
 - What is the baseline of this KPI?
 - Two weeks to fill position vacancies.
 - How will this KPI be measured?
 - The average time between a job vacancy and when that vacancy was filled.
- 7. Over the course of a year, where have job openings been posted? How much traffic does this job posting receive?
 - Name or Title of Proposed KPI.
 - Job posting views.
 - What is the target metric?
 - Twelve views per day.
 - What is the baseline of this KPI?
 - Six views per day.



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- How will this KPI be measured?
 - Examine internet traffic on the job posting.
- 8. Over the course of a year, what sort of staff recognition has been done? Is there an incentive system in place for staff?
 - Name or Title of Proposed KPI.
 - Staff recognition.
 - What is the target metric?
 - High performing staff are recognized every week.
 - What is the baseline of this KPI?
 - High performing staff are recognized every month.
 - How will this KPI be measured?
 - Recording when staff are recognized for high performance.
- 9. Over the course of a year, how long was your pre-hiring screening process? How many references were checked?
 - Name or Title of Proposed KPI.
 - Decreasing pre-hiring screening time.
 - What is the target metric?
 - One week between hire and start date.
 - What is the baseline of this KPI?
 - Two weeks between hire and start date.
 - How will this KPI be measured?
 - Average time between apply date and hire date.
- 10. Over the course of a year, how closely have staff responsibilities matched with their job description? Is there a difference between different levels?
 - Name or Title of Proposed KPI.
 - Staff duties and job description matching.
 - What is the target metric?
 - Staff duties match eighty percent of what is posted in the job description.
 - What is the baseline of this KPI?
 - Staff duties match forty percent of what is posted in the job description.
 - How will this KPI be measured?
 - Staff survey asking what their duties are, then looking at the duties listed in their job description.

Staff Training

- 1. Over the course of a year, how many staff received more than 40 hours of training? What percentage of training hours were required training versus optional training?
 - Name or Title of Proposed KPI.
 - Additional training.
 - What is the target metric?
 - Staff receive an additional twenty hours of training.
 - What is the baseline of this KPI?
 - Staff receive an additional ten hours of training.
 - How will this KPI be measured?
 - Attendance taken at training, or staff self report training hours.



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2. Over the course of a year, how many coaching sessions did employees have? What are the themes of the coaching sessions?
 - Name or Title of Proposed KPI.
 - Coaching sessions.
 - What is the target metric?
 - One coaching session a month.
 - What is the baseline of this KPI?
 - One coaching session every two months.
 - How will this KPI be measured?
 - Staff will record the number of training sessions and when they receive them.
3. Over the course of a year, how confident are staff that they received the training they need to do their jobs effectively? Are there any differences between different staff roles?
 - Name or Title of Proposed KPI.
 - Staff satisfaction with training.
 - What is the target metric?
 - Seventy five percent of staff report they have enough training to do their job.
 - What is the baseline of this KPI?
 - Thirty seven percent of staff report they have enough training to do their job.
 - How will this KPI be measured?
 - Survey given to staff asking about adequacy of training.
4. Over the course of a year, how many staff attended in person optional training? What were the themes of these training sessions?
 - Name or Title of Proposed KPI.
 - In person optional training.
 - What is the target metric?
 - Thirty staff attend in person optional training.
 - What is the baseline of this KPI?
 - Fifteen staff attend in person optional training.
 - How will this KPI be measured?
 - Attendance or staff self report.
5. Over the course of a year, how many staff participated in virtual optional training? Was the training self paced or provided by a trainer?
 - Name or Title of Proposed KPI.
 - Virtual optional training.
 - What is the target metric?
 - Thirty staff attend virtual optional training.
 - What is the baseline of this KPI?
 - Fifteen staff attend virtual optional training.
 - How will this KPI be measured?
 - Staff self report or attendance.
6. Over the course of a year, how many staff attended leadership development training? How many hours did they receive? What levels of staff attended these training sessions?
 - Name or Title of Proposed KPI.
 - Leadership development training.



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- What is the target metric?
 - Thirty staff attend optional leadership development training.
 - What is the baseline of this KPI?
 - Fifteen staff attend optional leadership development training.
 - How will this KPI be measured?
 - Attendance or staff self report.
7. Over the course of a year, what different kinds of training were provided? Are there differences between the training provided?
- Name or Title of Proposed KPI.
 - Diversity of training.
 - What is the target metric?
 - Twelve different and unique training sessions.
 - What is the baseline of this KPI?
 - Six different and unique training sessions.
 - How will this KPI be measured?
 - List of topics that were covered in the training sessions and attendance.
8. Over the course of a year, how many training sessions dealing with diversity, equity, and inclusion were offered? How many staff attended each training? Were the training sessions mandatory?
- Name or Title of Proposed KPI.
 - DEI training.
 - What is the target metric?
 - Thirty staff attend optional diversity, equity, and inclusion training.
 - What is the baseline of this KPI?
 - Fifteen staff attend optional diversity, equity, and inclusion training.
 - How will this KPI be measured?
 - Staff self report or attendance.
9. Over the course of a year, what topics were covered in communities of practice? How often were these held?
- Name or Title of Proposed KPI.
 - Communities of practice.
 - What is the target metric?
 - Twelve community of practice sessions.
 - What is the baseline of this KPI?
 - Six community of practice sessions.
 - How will this KPI be measured?
 - List of topics covered and attendance.
10. Over the course of a year, what sort of educational opportunities were offered to your staff? What did these opportunities look like?
- Name or Title of Proposed KPI.
 - Recommended education.
 - What is the target metric?
 - Thirty staff taking recommended courses for career development.
 - What is the baseline of this KPI?
 - Fifteen staff taking recommended courses for career development.
 - How will this KPI be measured?
 - Official transcripts or certificates stating that the course was completed and passed.