

EL PASO COUNTY COLORADO



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

HOLLY WILLIAMS
 CARRIE GEITNER
 LONGINOS GONZALEZ, JR.

COLORADO

JUSTICE SERVICES DEPARTMENT

VETERAN SERVICES ~ JUSTICE SERVICES

Community Corrections Board (CCB) May 17, 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 invitation: dianefrost@elpasoco.com
 Or call in (audio only): 1-719-283-1263 Phone Conference ID: 360 416 042#

<u>Item</u>	<u>Presenter</u>	<u>Recommended Action</u>
1. Call Meeting to Order a) SOAR Interpretation (Part 3 of 3)	Chair Kate Coates	Information
2. Attendance a) Introduction of members and guests b) Requests for excused absences	Chair	Roll Call
3. Case Review – VRA Statements	Chair Tiffany Weaver	Information
4. Case Review – Discussion and Balloting	Chair	Balloting
5. Approval of Minutes a) Ratify meeting minutes for April 19 th and the electronic meeting minutes of April 6 th , 13 th , and 27 th , 2022.	Chair	Vote
6. Program Reports a) ComCor, Inc. (CCI) b) Community Alternatives of El Paso County (CAE)	Mark Wester Sean Foster	Information Information
7. Monthly Reports a) SFY22 Financial Report b) Provider Termination Report c) Staff Report	Christine Burns Christine Burns Christine Burns	Information Information Information
8. Old Business		
9. New Business a) CAE 2 nd Half Facility Payment Distribution b) DCJ Additional Facility Payment c) By-Laws Revision – 1 st Reading d) Community Corrections 3 rd Quarter SFY22 Referral Data	Christine Burns Christine Burns Christine Burns Daniel Huddleston	Vote Endorsement 1 st Reading Information
10. Case Review - Ballot Results	Chair	Information
11. Board / Staff Comments		
12. Adjournment		

Next meeting date: Tuesday, June 21, 2022, at 12:15 p.m.



Community Corrections Board

Agenda Item Summary

Agenda Item Title: SOAR Interpretation (Part 3 of 3)

Agenda Date: May 17, 2022

Agenda Item Number: 1-a

Presenter: Kate Coates, Evidence-Based Practices Specialist and Consultant

Information: X

Endorsement:

Background Information:

Kate Coates, of Corrections Training Support, to conduct a third class providing a brief overview of each of the SOAR instruments [Adult Substance Use Survey (ASUS) and Treatment Recommendation Worksheet (TxRW)], their purpose, scores, and how to apply the scores to adhere to the eight guiding principles.

Recommended Motion:

N/A

4th Judicial District Community Corrections Board (CCB)
MINUTES
April 19, 2022

Board members: Rose Roy, Lori Griffith, Mark Allison, Judge Chad Miller, Judge Ann Rotolo, Billie Ratliff, Lt. Paul Martinez, Gil Suazo, Dr. Judith McCollum, Kirsten Swenson, Ryan Graham, Mike Pitt, and Jim Reid

Excused absences: Brent Nelson

Unexcused absences: None

Staff present: Daniel Huddleston, Tiffany Weaver, Diane Frost, Angel Medina, Christine Burns, Pete Carey, and Terry Sample

Guests present: Kate Coates, Mark Wester, Jenner Behan, Sean Foster, and Gwen Barlow

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:** Kate Coates from Corrections Training Support led a study session of each of the SOAR instruments, score adherence, and the eight guiding principles.
2. **Attendance:** The Board Chair called roll. Dr. McCollum requested an excused absence for June through August.
3. **Case Review - VRA Statements:** Registered victims in proposed client cases (Douglas Brewer, Jerome Howell, Ian Bibb, Isaac Grimes, Jamie Salazar, and Eddie Lee) addressed the board.
4. **Case Review: Discussion and Balloting:** Balloting was opened.
5. **Approval of the Minutes:** Jim Reid moved and Mike Pitt seconded to approve the meeting minutes for March 15, 2022, and the electronic meeting minutes for March 2, 9, and 23, 2022. The motion passed unanimously by roll call vote.

Ryan Graham signed off the meeting at 12:50pm.

6. Program Reports:

- a. **ComCor, Inc. (CCI):** Mark Wester reported for CCI. Mr. Wester stated they have a 254-bed allocation and that their average census for March 2022 was 242; He stated that collected \$116,866 in subsistence; that they had 51 terminations of which 30 were successful and 21 unsuccessful, and that they had nine escapes. He stated that the employment rate for clients is at 77.0%. He shared that they had five grievances, down from the previous month of nine grievances. Mr. Wester reported that they are retraining staff on motivational interviewing; that the client review committee continues to meet

about rules and incentives; and that there was an article in the Gazette about their financial literacy class.

- b. **Community Alternatives of El Paso County (CAE):** Sean Foster reported for CAE. He stated that they had 176 clients; that they collected \$72,108 in subsistence and \$12,231 in restitution; that they had 28 admits and 8 terminations; that their success rate was 57.9%; and that they have five vacant full-time position, an open case management position and one vacant administration position. Mr. Foster stated they have a 78.8% employment rate and a 5.1% UA rate. CAE continues to provide weekly meetings for case management coaching and training, to include progression matric and SOAR training. CAE hosted a fentanyl workshop.

Pete Carey welcomed the new CAE Director and thanked Gwen Barlow for her partnership and outstanding service as the interim Director. Gwen Barlow was presented with a coin of excellence.

7. Monthly Reports:

- a. SFY22 Financial Report: Angel Medina reported the current expected expenditure for SFY22 that CAE was at 53.31%, representing 21.69% underspend. Due to billing amendments ComCor, Inc. will provide March's financial report next month.
- b. Unauthorized Absence Report: He stated that for the end of March 2022, that CAE had 8 negative terminations; 11 successful terminations and one neutral terminations. CCI had 21 negative terminations; 30 positive terminations; and 11 neutral terminations. The successful termination rate for CAE is 57.89% and CCI is 43.14%. He stated that CAE had 3 escapes and CCI had 10 escapes.
- c. Staff Report:

1. Administrative Review Process: Angel Medina shared that the Division of Criminal Justice re-assembled the original workgroup that authored the Administrative Review Process for Colorado Department of Correction Transition clients. The EPC Community Corrections staff is reviewing the Administrative Review Process with CAE and ComCor, Inc. to ensure we are aligned with our Offender Placement Review Procedures and the Administrative Review statute. He stated that the vendors are working collaboratively on behavior management for informed decision making.

2. Fentanyl Education: Mr. Medina discussed the collaboration with EPC Public Health & EPC to present information related to addiction, harm reduction strategies, prevention & fentanyl facts, and myths to clients and staff with ComCor, Inc. and CAE. The event was hosted at ComCor on 4/14/2022 and is scheduled for 4/20/2022 at CAE.

3. Video Victim Impact Statement: He also mentioned that EPC Community Corrections staff is researching the implementation of a “video” option for Victims to present their impact statement. This would be an added form of participation for the Victims as we ensure we maintain a Victim Centered approach within the Justice Service Department.

4. Denial Reasons: Mr. Angel Medina discussed the important element for the reasons for denial during the decision-making process for the Community Corrections Board. That denial reasons are required by Statute and for Board members to correctly place the reason to match with what is in the file. When a Transition offender is denied by the Community Corrections Board it is important the offender be provided feedback that will assist with their community re-entry efforts. He shared that there are dynamic factors which the offender can work to change and that static factors are not changeable. Board input helps with good case management.

Judge Chad Miller signed off the meeting at 12:37pm.

Judge Ann Rotolo signed off the meeting at 1:18pm.

8. **Old Business:** None

9. **New Business:**

a. Second Half Facility Payment Distribution: Angel Medina discussed the El Paso County Community Corrections Facility Payment Policy. The 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 Colorado State Legislature’s Long Bill Footnote 73 from FY 2015-16. ComCor, Inc. provided a letter stating they have complied with the requirements for facility payment.

Lori Griffith left the meeting at 1:21pm.

Jim Reid moved, and Mike Pitt seconded to approve the distribution of the 2nd half of SFY22 Facility Payments to ComCor, Inc. in the amount of \$134,367.28.

b. EPC By-Laws: Angel Medina discussed the changes to the By-Laws, which included 1) removal of Community and adding Justice to Services Department, 2) principal office location to 17 N. Spruce; 3) change of the number of days to distribute agenda packet and notify of meeting, and 4) adding Federal to standards compliance. The request will be forwarded to the El Paso County Board of County Commissioners for final approval.

Jim Reid moved and Kirsten Swenson seconded to endorse the changes to the El Paso County Community Corrections By-Laws as presented.

4th Judicial District Community Corrections Board (CCB)
MINUTES
April 19, 2022

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

11. Board/Staff Comments: Angel Medina informed the Board of his resignation from his position as the Community Corrections Program Manager; that he plans to serve with the State Department; and stated that it is always best to start and end with Public Safety in mind.

12. Adjournment: Chair Rose Roy adjourned the meeting at 1:50 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 April 19, 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
 May 17, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
DURAN, MICHAEL	22-0376	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	10	2	1
TONEY, ANTHONY	22-0377	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	8	4	1
CARMONA, VICTOR M	22-0378	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	9	3	1
JOHNSON-BROWN, DRAYTON	22-0380	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	10	2	1
CURBELO, ELIESER	22-0381	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	9	3	1
SYDNEY, RODNEY	22-0382	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	7	5	1
VINES, ALAN J	22-0386	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	5	1
HERSRUD, RICHARD A	22-0388	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	3	1
BREWER, DOUGLAS	22-0393	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	10	1	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
MYERS, CHRISTOPHER	22-0379	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	5	7	1
ROWELL, NATHAN J	22-0383	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	9	1
HAAG, STEPHEN A	22-0384	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	8	1
SCOTT, CHRISTOPHER D	22-0385	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	10	1
TAYLOR, MICHAEL L	22-0387	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	7	1
MACKEY, DONAE S	22-0389	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	7	1
JEFFERSON, MALIK A	22-0390	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	10	1
GOFF, DANIEL B	22-0391	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	8	2
SINGH, CHARAN P	22-0392	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	8	1
BERGEMANN, CHRISTOPHER	22-0394	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	6	1
HOWELL, JEROME	22-0395	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	3	8	1
BIBB, IAN C	22-0396	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	0	11	1
GRIMES, ISAAC R	22-0397	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	6	1
SALAZAR, JAMIE L	22-0398	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	1	10	1
DEJESUS, RAPHAEL C	22-0399	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	8	1
LEE, EDDIE B	22-0400	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	1	10	1

El Paso County Community Corrections Board
Electronic Screening Minutes
April 6, 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 1:25 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist
Community Outreach Division

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 06, 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
 April 19, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
VANKLAVEREN, JASON	22-0326	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	11	2	1
CORTINA, LAZARO	22-0327	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	13	0	1
DEWITT, DAVID	22-0329	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	9	3	2
MOORE, BRENDAN	22-0330	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	12	1	1
BORGES, RICHARD	22-0331	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	12	1	1
SHUMAKE, FRANCINE	22-0332	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	10	3	1
KEITH, CHRISTOPHER	22-0334	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	8	5	1
FONTENOT, ANTHONY	22-0336	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	10	2	2
ROBERTS, LAWRENCE K	22-0340	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	5	1
ORNELAS, MARTIN	22-0342	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	10	3	1
ACOSTA, DARLENE A	22-0343	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	6	1
DEBOER, LISA E	22-0344	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	4	1
GUY, JONATHAN R	22-0346	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	3	1
MILLER, KYLE R	22-0347	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	7	6	1
DIGIORGIO, BRETT M	22-0348	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	10	3	1
HARGE, IESHA Y	22-0349	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	11	2	1
MOORE, WILLIE J	22-0350	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	7	6	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
UNDERWOOD, DON A	22-0328	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	2	11	1
MASON, KEENE	22-0333	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	10	1
MEISMAN, ANDREW	22-0335	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	7	2
BARKER, STEPHANIE	22-0337	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	7	1
GONZALES, DAVID	22-0338	D	<input type="checkbox"/>	<input type="checkbox"/>	10th	CCI	4	9	1
SALAS, AMBER	22-0339	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	7	2
GAW, JEFFREY A	22-0341	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	1	12	1
ALDRICH, LINDSEY L	22-0345	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	5	8	1

El Paso County Community Corrections Board
Electronic Screening Minutes
April 13, 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 1:27 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist
Community Outreach Division

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 13, 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
 April 19, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
STENGEL, ERIK E	22-0353	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	9	5	1
MAEZ, AMY	22-0356	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	12	2	1
PEREZ, ANITA	22-0357	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	13	1	1
TORRES-COATNEY, ALEXIS	22-0358	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	13	1	1
MONTEZ, XAVIER J	22-0361	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	5	1
COCHRAN, CHRISTOPHER A	22-0369	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	11	3	1
ROBINSON, BYRON J	22-0371	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	5	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
KELLAMS, TOMASZ	22-0351	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	2	12	1
LOPEZ, ROMAN R	22-0352	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	9	1
MCLEAN, JOHN	22-0354	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	4	10	1
STEWART, JOSEPH	22-0355	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	2	12	1
LONGORIA, OMAR G	22-0359	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	10	1
WALLIS, TRAVIS A	22-0360	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	10	2
OLIVAS, ADRIAN	22-0362	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	9	1
LOBAS, LORENZO W	22-0363	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	9	1
WHITFIELD, DEANDRE	22-0364	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	11	1
COLEMAN, SHAQUAN M	22-0365	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	6	7	2
EDGAR, JOSHUA D	22-0366	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	1	13	1
GIFFORD, MALACHI D	22-0367	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	11	1
DOUCETTE, ALEXANDER S	22-0368	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	10	1
LOVE, WILLIAM D	22-0370	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	4	9	2
MCNEILL, TYRONE D	22-0372	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	6	8	1
OLSON, JUSTIN A	22-0373	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	2	12	1
JONES, FREDRICK	22-0374	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	7	7	1
WILSON, STEVEN B	22-0375	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	3	10	2

El Paso County Community Corrections Board
Electronic Screening Minutes
April 27, 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 1:32 p.m.

Respectfully submitted,

Daniel Huddleston

Daniel Huddleston
Community Corrections Specialist
Community Outreach Division

Confirmed:

Rose Roy, Chair
El Paso County Community Corrections Board

El Paso County Community Corrections Board
Ballot of April 27, 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
 May 17, 2022.

Accept									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
ADAMS, ISAAC	22-0402	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	12	1	1
COPPER, DAVID	22-0404	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	9	4	1
BARNES, JAMES	22-0405	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	7	6	1
HILLMAN, FREDDIE	22-0409	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	10	3	1
HARJO, SHIKAYLA	22-0412	P	<input checked="" type="checkbox"/>	<input type="checkbox"/>		IRT	11	2	1
VALLEJOS, COREY	22-0413	D	<input type="checkbox"/>	<input type="checkbox"/>	16th	CCI	8	5	1
MARTINEZ, MAX	22-0414	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	8	5	1
GARRETT, LEAH	22-0415	D	<input type="checkbox"/>	<input type="checkbox"/>	16th	CCI	10	3	1
HEADING, GERALD E	22-0416	D	<input type="checkbox"/>	<input type="checkbox"/>	4th		8	5	1
MCNARY, MICHAEL T	22-0419	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	9	4	1
HALL, NICHOLAS A	22-0421	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	9	4	1
ENGLISH, JAMES S	22-0425	C	<input type="checkbox"/>	<input type="checkbox"/>		CCI	8	5	1

Reject									
Offender Name	CCD #	Referral	IRT	WRP	JD	Provider	Approve	Reject	Abst
HELLEM, MICHAEL	22-0401	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	8	1
QUINTANA, LEROY	22-0403	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	4	9	1
ESPINOZA, MATTHEW	22-0406	D	<input type="checkbox"/>	<input type="checkbox"/>		CCI	3	10	1
SCHLAGEL, ETHAN	22-0407	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	5	8	1
TRUJILLO, CHARMAIN	22-0408	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	7	1
HARRISON, JAVAR	22-0410	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	6	7	1
STOKES, DYLAN	22-0411	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	10	1
BORGES, MARKEL	22-0417	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CAE	3	10	1
SALAGADO, ALEX	22-0418	D	<input type="checkbox"/>	<input type="checkbox"/>	4th	CCI	3	10	1
FOWLER, BRYCE E	22-0420	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	4	9	1
SANDERS, MATTHEW E	22-0422	T	<input type="checkbox"/>	<input type="checkbox"/>		CAE	5	8	1
HELLER, ANDREW J	22-0423	T	<input type="checkbox"/>	<input type="checkbox"/>		CCI	6	7	1
KEENE, CHRISTOPHER	22-0424	C	<input checked="" type="checkbox"/>	<input type="checkbox"/>		CCI	4	9	1

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Program Report / ComCor, Inc. (CCI)

Agenda Date: May 17, 2022

Agenda Item Number: 6-a

Presenter: Mark Wester, 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

Vendor	ComCor	Month	April	YEAR	2022		Average Capacity:	352
							DCJ Allocation:	254

FACILITY DEMOGRAPHICS					
Diversion:	119	IRT:	31	Diversion Out of District:	32
Transition:	58	RDDT:	8	Monthly Average Census:	256
Condition of Parole:	7	CRP:	14		
Condition of Probation:	5	Non CRP SO:	12		
Non-Residential:	40	Criteria Cases:	145		

FINANCIAL FEES		
<u>Total Financial Fees</u>	<u>Total</u>	Total Approximate Charged
<i>Subsistence</i>	\$126,236.22	\$141,763.00
<i>Child Support</i>	N/A	
<i>Restitution</i>	N/A	

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	26	20	1	5	1	10	1	1	65

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	2	6	0	0	5	0	1	14	6
Negative	8	6	0	0	4	2	1	21	0
Total	10	12	0	0	9	2	2	35	6

PROGRAM TERMINATIONS			
<u>Termination Reasons</u>	<u>Total</u>	<u>Percentage</u>	<u>Non-Residential Termination Reasons</u>
Successful Program	14	40.0%	6
Client Status Change - <i>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</i>	11	NA	1
Negative	21	60.0%	0
Escape	13	37.1%	0
House/Technical Violations	8	22.9%	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	54	6	5	6
Case Management	25	0	1	5
Treatment Staff	8	0	0	3
Admn	12	0	0	2
Support Staff (Other)	13	0	1	2
Non-Residential	3	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%	77.0%
Assault	0	0	0	0	0	UA Positive Rate	5.0%	3.6%
Fighting	0	0	0	0	0	Raw UA Data		
Possession of Dangerous Drugs	1	0	0	0	1	Total/Positive	1500 / 76	1500 / 52
Positive Urinalysis	50	20	2	4	76	Type	Current Month Count	Previous Month Count
Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return	Escape	6	3	1	2	Client Grievances	10	5
	Sanctions	42	20	3	14	Citizen Complaints	0	0
Medical Emergency	2	1	1	0	4	IRT Waitlist	5	6
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	0	0	0	0	0	Dual Supervision	0	0
Death	0	0	0	0	0			
PREA Allegation	1	0	0	0	1			
Use of Force	0	0	0	0	0			
TOTAL	102	44	7	20	173			

Diversion Criteria Referrals			Diversion Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
40	34	6	13	12	1	53
Transition Criteria Referrals			Transition Auto Referrals			
Referrals	Approved	Denied	Referrals	Approved	Denied	Total Referrals
37	22	15	13	12	1	50

Jenner Behan
Director Signature/Designee

5/10/2022
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 has begun working with probation to attend motivational interviewing community of Practices. All MI 101 trained staff are invited to attend. The list includes case management, non-res staff and tech staff (if available). This allows staff to practice and hone the skills that they learned in MI 101 in an environment that offers feedback and guidance to improve those skills.
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. • We have included new policy reviews that include clients, allowing ComCor to have more transparency with clients and explain DCJ standards behind decision making.
3950 RENOVATION:	<ul style="list-style-type: none"> • We have begun to empty several rooms at the back of the facility to begin cleaning and repairs. We have designated our empty space at 3820 N. Nevada to serve as a workout room for all clients, eliminating the need to have weight equipment at the 3950 facility.

CORE Security Audit

CS-010: Random Headcounts & Facility Walkthroughs	<ul style="list-style-type: none"> • Security staff are conducting 6 headcounts on each shift to exceed the DCJ standard requirement of 4 checks during each shift.
CS-042: Job Search	<ul style="list-style-type: none"> • 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.
OMA-020: Milieu Management	<p>We are implementing 3, 10-hour shifts for technical staff with 2-hour overlaps to allow for more pro-social engagement and better detect incidents that may have occurred in the facilities.</p>

Additional Comments:

- The PREA report was involving a staff member who left ComCor inc. and started working at CAE.
- We have recently had a change in Finance leadership which has left us without the ability to pull payment information regarding restitution and child support.

- Grievance Information
- regarding medications. This is due to staff being consistent with times the medications must be taken.
- regarding staff being discriminatory to minorities. Investigation showed our staff is consistent and treating clients equally.
- Client grieved that the food was warm but not warm enough for him.
- One client felt bathroom and common areas should be cleaned more than twice a day.
- client wrote a grievance, but it was just a request to get a coin machine at a facility.
- ACE Related.
- client grieved he wanted to be fast-tracked through his program. It was explained we would not fast-track.
- clients grieved passes being entered into the system. Policy was explained the locations needed to be verified by staff.
- Client grieved pass not being put in by Case Manager. Clients' expectation of pass was outside of policy Case Manager had to verify job prior to putting in pass.

Community Corrections Board

Agenda Item Summary

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

Agenda Date: May 17, 2022

Agenda Item Number: 6-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

Vendor	CAE	Month	April	YEAR	2022		Capacity:	184
							DCJ Allocation:	237

FACILITY DEMOGRAPHICS					
Diversion:	76	IRT:	0	Diversion Out of District:	4
Transition:	108	RDDT:	0		
Condition of Parole:	0	CRP:	0		
Condition of Probation:	0	Non CRP SO:	7		
Non-Residential:	44	Criteria Cases:	100		

FINANCIAL FEES	
<u>Total Financial Fees</u>	<u>Total</u>
<i>Subsistence</i>	66,680.87
<i>Child Support</i>	0.00
<i>Restitution</i>	5,689.39

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	12	16	0	0	5	0	0	0	33

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	5	8	0	0	-	-	-	13	0
Negative	5	3	0	0	-	-	-	8	0
Total	10	11	0	0	0	0	0	21	0

PROGRAM TERMINATIONS			
<u>Termination Reasons</u>	<u>Total</u>	<u>Percentage</u>	<u>Non-Residential Termination Reasons</u>
Successful Program	13	61.9%	0
Client Status Change - <i>(Transfer to Another CC, Transfer to IRT, Reject After Accept.. - See CCIB)</i>	0	NA	1
Negative	8	38.1%	0
Escape	4	19.0%	0
House/Technical Violations	3	14.3%	0
Committed New Crime - During Placement	0	0.0%	0
Warrant/Pending Crime - Prior to Placement	2	9.5%	0

FACILITY STAFFING				
<u>Staffing</u>	Budgeted FTE's	New Hires	Terminated	Vacant FTE
Security	31	6	2	3
Case Management	12	0	0	1
Treatment Staff	0	0	0	0
Admn	6	1	0	0
Support Staff (Other)	7	0	2	1
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	0	Employment Rate	82.2%	78.8%
Assault	0	0	0	0	0	UA Positive Rate	8.9%	5.1%
Fighting	0	0	0	0	0	Raw UA Data		
Possession of Dangerous Drugs	0	0	0	0	0	Total/Positive	918/82	900/46
Positive Urinalysis	23	44	0	0	67	Type	Current Month Count	Previous Month Count
<i>Unauthorized Absence: Escape - Confirmed Less than 2 hours - Late return</i>	Escape	1	3	0	0	Client Grievances	0	0
	Sanctions	19	13	0	0	Citizen Complaints	0	0
Medical Emergency	2	0	0	0	2	Dual Supervision	0	0
Health Related Outbreak (Bed Bugs, COVID, FLU, etc.)	0	0	0	0	0			
Death	0	0	0	0	0			
PREA Allegation	0	0	0	0	0			
Use of Force	0	0	0	0	0			
TOTAL	45	60	0	0	105			

Diversion Criteria Referrals			Diversion Auto Referrals			
<i>Referrals</i>	<i>Approved</i>	<i>Denied</i>	<i>Referrals</i>	<i>Approved</i>	<i>Denied</i>	<i>Total Referrals</i>
24	22	2	12	11	1	36
Transition Criteria Referrals			Transition Auto Referrals			
<i>Referrals</i>	<i>Approved</i>	<i>Denied</i>	<i>Referrals</i>	<i>Approved</i>	<i>Denied</i>	<i>Total Referrals</i>
43	40	3	1	1	0	44

Sean Foster

 Director Signature/Designee

5/11/2022

 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.	Case Manager Supervisor continues to do spot audit on case files. She is sitting down with the case manager if she is seeing the same issues being repeated. We had 3 new Case Managers start in March. We took the opportunity for them to observe other Case Managers and see the importance of building a repore and using the tools you are given with your residents. SOAR and Progression Matrix has been schedule for them. Case Manager Supervisor had the opportunity to review the newest Case Manager files. Notes for corrections have been given, and a follow up in March is scheduled. Case Managers are sharing their case plans with other co-workers to review and recieve feedback. These were completed and notes were given to the case managers for corrections. Weekly meetings are being conducted with case management staff with case plan coaching as a reoccurring topic. Case management training was conducted on

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	We have been able to designate several security staff to focus on locker searches and facility searches. Senior Securiry staff are taking the newer staff with them when conducting room/bunk searches, to show them what to look for, and how to leave items. Security staff had found lots of items for the month of February. Search and contraband training has been scheduled for 12/20/21, 01/03/22 and 01/06/22. Policies and procedures are in place; the focus for training and evaluation will be on the process and documenting appropriately.
*CS Substance Use Monitoring Drug Interdiction Events and Outcomes: Security Manager and Fidelity Specialist observations, audits, findings and actions taken.	We are ensuring that resident's treatment is increase upon their first positive UA. We have discussions with them as to what is occurring in their lives and what is needed to stop drug use. We spoke with our UA provider to get fentanyl on our UA panel. We had 3 residents test positive for fentanyl once we made this change. An audit was conducted of the UA's, and numbers need to be adjusted for many of the new residents that came into the program. On January 14, 2022, a K9 Search was conducted from the onset on 3 overdoses in Serenity and Tranquilty bays. The K9 only searched those areas from where the overdoses had occurred. On January 25, 2022, the SM and FS conducted a spot audit and actively observed 20 resident. Of the 20 files reveiwed, 2 were found incomplete with information and were corrected and staff were given additional direction. Observation of substance testing was accurate and based on individual LSI consistent with the standard.
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	Training is still ongoing, and security staff has a designated area for completing work whereabouts utilizing facillity phones. As well as Case management staff are using a team approach to complete random off-site visits for verification.
Fidelity Specialist and Case Manager Supervisor observations, audits, and actions taken.	

Community Corrections Board

Agenda Item Summary

Agenda Item Title: SFY22 Financial Report
Agenda Date: May 17, 2022
Agenda Item Number: 7-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.

Attached is the SFY22 Financial Report through April 2022.

Recommended Motion:

N/A

Apr-22

COMCOR, INC. (CCI)

	<i>Total SFY22 Contract</i>		
	\$ 5,100,152.54	TOTAL YTD Expenditure	% Contract Expended
Residential	\$ 4,288,472.60	\$ (3,443,263.36)	67.51%
Condition of Probation IRT	\$ 269,151.00	\$ (115,206.46)	2.26%
Non-Residential	\$ 115,294.38	\$ (125,623.10)	2.46%
Correctional Treatment	\$ 158,500.00	\$ (61,163.70)	1.20%
Facility Payment	\$ 268,734.56	\$ (268,734.56)	5.27%
Total YTD Expenditure		\$ (4,013,991.18)	78.70%
Percent Actual Expended			
Expected YTD Per Contract			83.33%
Percent Under/Over (-)			4.63%
Total Balance in Contract		\$ 1,086,161.36	

<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>	
\$ 3,573,727.17	\$ 3,443,263.36	\$ 130,463.81	3.65%	Inmate Housing
\$ 224,292.50	\$ 115,206.46	\$ 109,086.04	48.64%	Cond. Of Probation IRT
\$ 96,078.65	\$ 125,623.10	\$ (29,544.45)	-30.75%	Non-Residential
\$ 132,083.33	\$ 61,163.70	\$ 70,919.63	53.69%	Correctional Treatment

4th Judicial District - Community Corrections Program Revenue and Expenditures
SUMMARY OF CONTRACT EXPENSES
July 1, 2021 - June 30, 2022

ComCor, Inc.			ACTUAL FUNDS PAID TO VENDOR						TOTAL FIRST HALF
	Original Allocation from El Paso County	Actual Expenditure YTD from 7/1/21 to 6/30/2022	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	
Community Corrections Inmate Housing	\$ 4,288,472.60	\$ 3,443,263.36	\$ 363,194.08	\$ 370,469.76	\$ 359,679.14	\$ 371,403.80	\$ 366,389.48	\$ 353,337.50	\$ 2,184,473.76
Community Corrections - COProbation IRT IH	\$ 269,151.00	\$ 115,206.46	\$ 13,887.70	\$ 11,257.64	\$ 7,275.68	\$ 4,719.36	\$ 1,868.08	\$ 3,047.92	\$ 42,056.38
Community Corrections - Non-Residential Div.	\$ 115,294.38	\$ 125,623.10	\$ 12,481.50	\$ 12,547.00	\$ 11,194.55	\$ 10,804.55	\$ 10,861.55	\$ 13,536.35	\$ 71,425.50
Community Corrections Correctional Treatment	\$ 158,500.00	\$ 61,163.70	\$ 6,059.26	\$ 7,418.45	\$ 6,484.87	\$ 6,300.78	\$ 8,165.85	\$ 7,377.71	\$ 41,806.92
Community Corrections Facility Payments (FP)	\$ 268,734.56	\$ 268,734.56	\$ -	\$ -	\$ -	\$ 134,367.28	\$ -	\$ -	\$ 134,367.28
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 5,100,152.54	4,013,991.18	\$ 395,622.54	\$ 401,692.85	\$ 384,634.24	\$ 527,595.77	\$ 387,284.96	\$ 377,299.48	\$ 2,474,129.84
	Contract Amount Remaining		Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ 845,209.24		\$ 310,273.34	\$ 278,442.24	\$ 336,228.46	\$ 333,845.56	\$ -	\$ -	\$ 1,258,789.60
Community Corrections - COProbation IRT IH	\$ 153,944.54		\$ 12,191.68	\$ 19,270.72	\$ 23,940.92	\$ 17,746.76	\$ -	\$ -	\$ 73,150.08
Community Corrections - Non-Residential Div.	\$ (10,328.72)		\$ 14,988.40	\$ 12,969.05	\$ 13,848.35	\$ 12,391.80	\$ -	\$ -	\$ 54,197.60
Community Corrections Correctional Treatment	\$ 97,336.30		\$ 5,674.87	\$ 4,730.31	\$ 5,265.92	\$ 3,685.68	\$ -	\$ -	\$ 19,356.78
Community Corrections Facility Payments	\$ -		\$ -	\$ -	\$ 134,367.28	\$ -	\$ -	\$ -	\$ 134,367.28
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN CONTRACT	\$ 1,086,161.36		\$ 343,128.29	\$ 315,412.32	\$ 513,650.93	\$ 367,669.80	\$ -	\$ -	\$ 1,539,861.34

Expected Expenditure Total Contract	\$ 4,250,127.12
Actual Expenditure Total Contract	\$ 4,013,991.18
% Expected Expenditure	83.33%
% Actual Expenditure	78.70%
% Under / (Over) Spent	4.63%

Expected YTD Expenditures Per Contract	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 3,573,727.17	\$ 3,443,263.36	\$ 130,463.81	3.65%	Inmate Housing
\$ 224,292.50	\$ 115,206.46	\$ 109,086.04	48.64%	Cond. Of Probation IRT
\$ 96,078.65	\$ 125,623.10	\$ (29,544.45)	-30.75%	Non-Residential
\$ 132,083.33	\$ 61,163.70	\$ 70,919.63	53.69%	Correctional Treatment

Apr-22

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

	<i>Total SFY22 Contract</i>		TOTAL YTD Expenditure	% Contract Expended
	\$ 4,696,634.26			
Residential	\$ 4,288,472.60	\$	(2,465,816.44)	52.50%
Non-Residential	\$ 115,294.38	\$	(102,226.50)	2.18%
Correctional Treatment	\$ 158,500.00	\$	(155,785.00)	3.32%
Facility Payment	\$ 134,367.28	\$	(67,183.64)	1.43%
Total YTD Expenditure		\$	(2,791,011.58)	59.43%
Percent Actual Expended				
Expected YTD Per Contract				83.33%
Percent Under/Over (-)				23.91%
Total Balance in Contract		\$	1,905,622.68	

<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>	
\$ 3,573,727.17	\$ 2,465,816.44	\$ 1,107,910.73	31.00%	Inmate Housing
\$ 96,078.65	\$ 102,226.50	\$ (6,147.85)	-6.40%	Non-Residential
\$ 132,083.33	\$ 155,785.00	\$ (23,701.67)	-17.94%	Correctional Treatment

4th Judicial District - Community Corrections Program Revenue and Expenditures
SUMMARY OF CONTRACT EXPENSES
July 1, 2021 - June 30, 2022

Community Alternatives of El Paso County			ACTUAL FUNDS PAID TO VENDOR						TOTAL FIRST HALF
	Original Allocation from El Paso County	Actual Expenditure YTD from 7/1/21 to 6/30/2022	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	
Community Corrections Inmate Housing	\$ 4,288,472.60	\$ 2,465,816.44	\$ 256,762.68	\$ 252,387.44	\$ 246,389.92	\$ 250,961.80	\$ 238,720.96	\$ 254,304.68	\$ 1,499,527.48
Community Corrections - Non-Residential Div.	\$ 115,294.38	\$ 102,226.50	\$ 9,925.25	\$ 9,835.45	\$ 8,779.85	\$ 9,218.30	\$ 9,517.50	\$ 10,742.30	\$ 58,018.65
Community Corrections Correctional Treatment	\$ 158,500.00	\$ 155,785.00	\$ 12,325.00	\$ 16,835.00	\$ 16,215.00	\$ 16,725.00	\$ 16,710.00	\$ 17,180.00	\$ 95,990.00
Community Corrections Facility Payments	\$ 134,367.28	\$ 67,183.64	\$ -	\$ -	\$ -	\$ 67,183.64	\$ -	\$ -	\$ 67,183.64
Option Allocation #1		\$ -							\$ -
Option Allocation #2		\$ -							\$ -
	\$ 4,696,634.26	2,791,011.58	\$ 279,012.93	\$ 279,057.89	\$ 271,384.77	\$ 344,088.74	\$ 264,948.46	\$ 282,226.98	\$ 1,720,719.77
	Contract Amount Remaining		Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL SECOND HALF
Community Corrections Inmate Housing	\$ 1,822,656.16		\$ 236,508.76	\$ 218,122.92	\$ 249,314.94	\$ 262,342.34	\$ -	\$ -	\$ 966,288.96
Community Corrections - Non-Residential Div.	\$ 13,067.88		\$ 11,416.20	\$ 10,333.65	\$ 11,535.30	\$ 10,922.70	\$ -	\$ -	\$ 44,207.85
Community Corrections Correctional Treatment	\$ 2,715.00		\$ 15,790.00	\$ 13,895.00	\$ 16,220.00	\$ 13,890.00	\$ -	\$ -	\$ 59,795.00
Community Corrections Facility Payments	\$ 67,183.64		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option Allocation #1	\$ -								\$ -
Option Allocation #2	\$ -								\$ -
REMAINING FUNDS IN CONTRACT	\$ 1,905,622.68		\$ 263,714.96	\$ 242,351.57	\$ 277,070.24	\$ 287,155.04	\$ -	\$ -	\$ 1,070,291.81

Expected Expenditure Total Contract (Current Month)	\$ 3,913,861.88
Actual Expenditure Total Contract (Current Month)	\$ 2,791,011.58
% Expected Expenditure (Current Month)	83.33%
% Actual Expenditure (Current Month)	59.43%
% Under / (Over) Spent	23.91%

Expected YTD Expenditures Per Contract	Actual YTD Expenditure	Actual YTD \$ Under / (Over) Against Expected	% Under / Over (-) against expected	
\$ 3,573,727.17	\$ 2,465,816.44	\$ 1,107,910.73	31.00%	Inmate Housing
\$ 96,078.65	\$ 102,226.50	\$ (6,147.85)	-6.40%	Non-Residential
\$ 132,083.33	\$ 155,785.00	\$ (23,701.67)	-17.94%	Correctional Treatment

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Provider Termination Reports

Agenda Date: May 17, 2022

Agenda Item Number: 7-b

Presenter: Christine Burns, Justice Services Division Manager

Information: X

Endorsement:

Background Information:

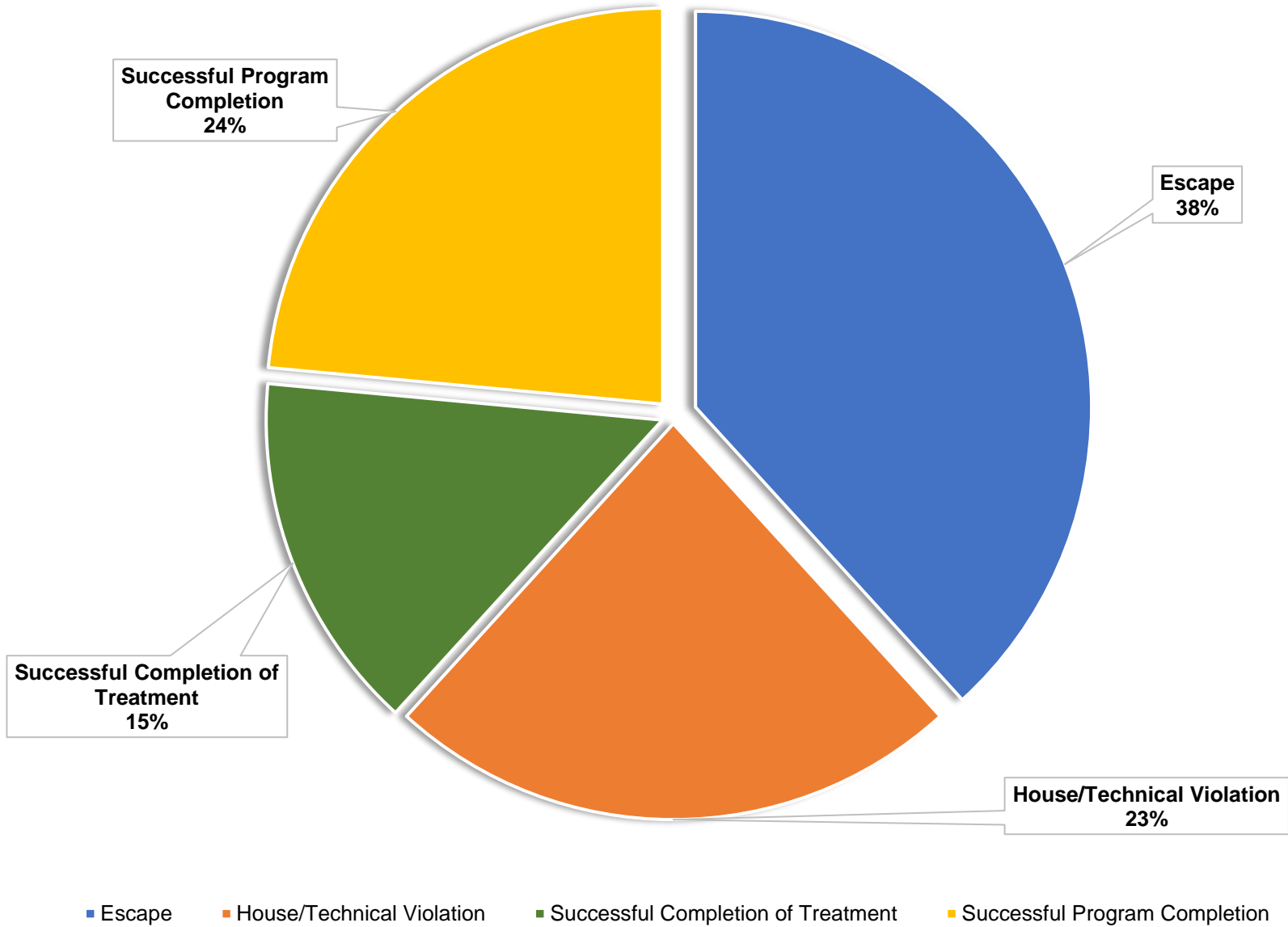
Pursuant to Article II of the El Paso County Community Corrections Board (CCB) By-Laws and section 4a of Colorado Revised Statute 17-27-103, as amended, local community corrections boards are responsible for making assessments on the number of offenders who have an unauthorized absence from custody.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

The attached Provider Termination Reports are for April 2022.

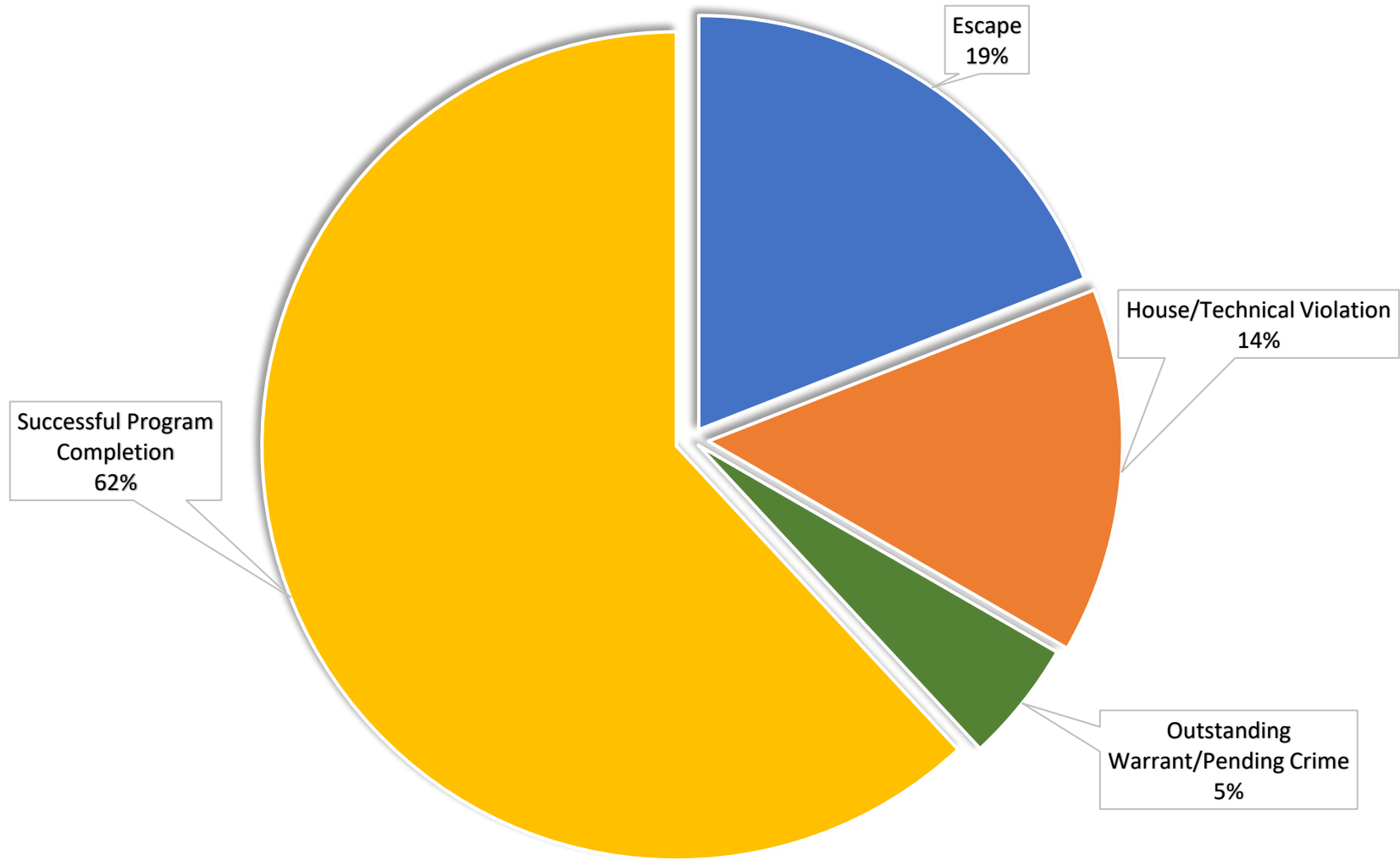
Recommended Motion:

N/A

CCI RESIDENTIAL TERMINATIONS APRIL 2022



CAE RESIDENTIAL TERMINATIONS - APRIL 2022



■ Escape ■ House/Technical Violation ■ Outstanding Warrant/Pending Crime ■ Successful Program Completion

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Staff Report
Agenda Date: May 17, 2022
Agenda Item Number: 7-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 El Paso County (EPC) 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 Boards (CACCB) will be holding their next meeting on June 10, 2022, in-person hosted by the 18th and 23rd Judicial Districts. At this meeting, elections will be held for new Executive Committee members for FY22-23.
 2. The Office of Community Corrections (OCC) April Newsletter included a Performance-Based Contracting (PBC) Update to report that the Joint Budget Committee supported performance-based contracting as part of the budget. PVC is expected to be included within the SFY 23 contract.
 3. The statewide review of the 2017 Colorado Community Corrections Standards is in motion and the final product will be presented to the Governor's Advisory Council at the June 24th meeting.
 4. The OCC will be hosting an event on June 14, 2022, in Colorado Springs at the Penrose House, to introduce the new Community Corrections Information and Billing (CCIB) system and talk about and answer questions about PBC. The event

will also serve as a time for members of OCC to meet and greet members in the field of Community Corrections.

5. Video Victim Impact Statement – Staff continues to work towards implementing a “video” option for Victims Impact Statements.
6. OCC added training on Unconscious Bias to its offerings. If the Board is interested, staff can bring this training to the 4th Judicial District.

Community Corrections Board

Agenda Item Summary

Agenda Item Title: CAE 2nd Half Facility Payment Distribution
Agenda Date: May 17, 2022
Agenda Item Number: 9-a
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 \$403,101.84 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 2022 by DCJ as follows:

ComCor, Inc. (CCI) \$268,734.56
Community Alternatives of El Paso County (CAE) \$134,367.28

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.

The Board approved the 2nd half facility payment for CCI at the April 19, 2022, meeting.

The attached letter from CAE states their intent to follow the requirements for facility payment.

2nd Half Facility Payment for SFY22 to CAE would equal a distribution of \$67,183.64

Recommended Motion:

Move to approve the distribution of the 2nd half of SFY22 Facility Payments to CAE in the amount of \$67,183.64.



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

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

April 19, 2022

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

RE: FY21/22 Facility Payment

Ms. Burns and Mr. Medina,

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. Due to COVID, resident numbers remained below the allocated census numbers. Case Manager to resident ratios were maintained, however Security FTE numbers did not meet the requirement.

As an agency, we understand and have complied with the intent of the CO State Legislature's Long Bill SB21-205, 2021-22 Long Appropriations Bill PAGE 235-SENATE BILL 21-20. 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 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 staffing levels, increase Security FTE numbers, and appropriate pay rate increases.

CAE has met the expectations as set in the Performance Standards and Opportunities by providing reports to EPC Community Corrections 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 EPC Community Corrections as we look for opportunities to enhance behavioral change and successful re-entry as we continue to maneuver through the difficult challenges of the pandemic.

Please let me know if you need any additional information.

Sincerely,



Sean Foster
Facility Director



Community Corrections Board

Agenda Item Summary

Agenda Item Title: DCJ Additional Facility Payment

Agenda Date: May 17, 2022

Agenda Item Number: 9-b

Presenter: Christine Burns, Justice Services Division Manager

Information:

Endorsement: X

Background Information:

The census in community corrections has not seen the increases and rebound that were expected as time has passed on from the start of the pandemic. At the same time, the community corrections system, just like so many others, is experiencing difficulties in hiring and retaining staff at this time. In an effort to aid with the financial impacts of the ongoing pandemic and the staffing issues, the Department of Public Safety announced an additional facility payment to all facilities continuing to serve clients on and after January 1, 2022, if the conditions set forth can be met. The additional facility payment is to be utilized for the coverage of specific costs related to the COVID-19 pandemic and/or for the hiring and retention of staff.

The conditions set forth by the Office of Community Corrections for an additional facility payment are as follows:

- The provider must develop a specific and detailed plan for the utilization of the funds. Examples of acceptable uses of the funds include:
 - COVID - Purchase of PPE, facility cleaning, COVID testing, and similar financial costs as a direct result of the pandemic
 - Staffing - Hiring bonus, referral bonus, retention bonus, increased salaries for hard to retain positions
- The plan will first be submitted to the local community corrections board for approval.
- Once approved by the local community corrections board, the plan is to be submitted to the Office of Community Corrections for approval.
- A report detailing the actual use of the funds in accordance with the plan and with available supplemental documentation will be turned in to the local community corrections board and the Office of Community Corrections by July 30, 2022.
- Local community corrections boards, the local jurisdiction holding a provider's contract and the Office of Community Corrections have the authority to do any further compliance review deemed necessary.

Attached is an official memo from the Office of Community Corrections with this information.

El Paso County has elected to not accept any additional allocation of funds for SFY22 into the jurisdiction due to the TABOR cap.

Funds to support these additional facility payments would be derived from any underspent funds already allocated by DCJ to the 4th Judicial District to support the services provided by our vendors. The OCC has determined that any underspent funds may be used locally to support the additional facility payment.

Recommended Motion:

Move to endorse for final approval by the Division of Criminal Justice vendor plans and payment of additional DCJ authorized facility payments, utilizing only the underspent, previously allocated, FY22 funds, which could amount up to \$268,734.56 for ComCor, Inc. and up to \$134,367.28 for Community Alternatives of El Paso County.



Office of Community Corrections
700 Kipling Street, Suite 1000
Lakewood, CO 80215

TO: Community Corrections Boards and Providers

FROM: Katie Ruske, Manager, Office of Community Corrections

RE: Fiscal Year 2021-22 Additional Facility Payment

The census in community corrections has not seen the increases and rebound that were expected as time has passed on from the start of the pandemic. At the same time, the community corrections system, just like so many others, is experiencing difficulties in hiring and retaining staff at this time. In an effort to aid with the financial impacts of the ongoing pandemic and the staffing issues, the Department will be issuing an additional facility payment to all facilities continuing to serve clients on and after January 1, 2022 if the conditions set forth can be met. The additional facility payment is to be utilized for the coverage of specific costs related to the COVID-19 pandemic and/or for the hiring and retention of staff.

The conditions of the additional facility payment are as follows:

- The provider must develop a specific and detailed plan for the utilization of the funds. Examples of acceptable uses of the funds include:
 - COVID - Purchase of PPE, facility cleaning, COVID testing, and similar financial costs as a direct result of the pandemic
 - Staffing - Hiring bonus, referral bonus, retention bonus, increased salaries for hard to retain positions
- The plan will first be submitted to the local community corrections board for approval.
- Once approved by the local community corrections board, the plan is to be submitted to the Office of Community Corrections for approval.
- Once all approvals have been received, the Office of Community Corrections will authorize and send the additional facility payment.
- A report detailing the actual use of the funds in accordance with the plan and with available supplemental documentation will be turned in to the local community corrections board and the Office of Community Corrections by July 30, 2022.
- Local community corrections boards, the local jurisdiction holding a provider's contract and the Office of Community Corrections have the authority to do any further compliance review deemed necessary.

All plans and reports shall be submitted to: cdps.dcj.occ@state.co.us



To: Christine Burns, Division Manager & the El Paso county Community Corrections Board

El Paso County Justice Services Department

17 N. Spruce Street, Colorado Springs, Colorado 80905-1407

From: Mark J. Wester, Comcor Executive Director

Date: May 5th, 2022

Memo: Fiscal Year 2021- 22 Additional Facility Payment

The purpose of this memo is to provide Comcor Inc.'s (CCI) plan/utilization of the Fiscal Year 2021-22 Additional Facility Payment provided by the Division of Criminal Justice.

DCJ acknowledged the unique challenges that the community corrections system is currently facing in their memo describing the additional facility payment funding. DCJ noted; "The census in community corrections has not seen the increases and rebound that were expected as time has passed on from the start of the pandemic. At the same time, the community corrections system, just like so many others, is experiencing difficulties in hiring and retaining staff at this time. In an effort to aid with the financial impacts of the ongoing pandemic and the staffing issues, the Department will be issuing an additional facility payment to all facilities continuing to serve clients on and after January 1, 2022, if the conditions set forth can be met. The additional facility payment is to be utilized for the coverage of specific costs related to the COVID-19 pandemic and/or for the hiring and retention of staff."

DCJ further named the conditions of the additional facility payment in their memo including the following acceptable uses.

- The provider must develop a specific and detailed plan for the utilization of the funds. Examples of acceptable uses of the funds include:
 - * COVID - Purchase of PPE, facility cleaning, COVID testing, and similar financial costs as a direct result of the pandemic
 - * **Staffing - Hiring bonus, referral bonus, retention bonus, increased salaries for hard to retain positions**

One of Comcor Inc.'s strategic priorities over the last year and half is to increase team member pay to market levels or better. To accomplish this, Comcor contracted with Employers Council to conduct a market study of all positions within the organization concluding with a market-based pay matrix designed to align and make Comcor competitive with peer organizations. We implemented phase I of the new Comcor compensation plan in June 2021. This moved all eligible team members to the minimum of market level pay. On January 1, 2022, we implemented phase II of the Comcor compensation plan which raised all team members pay to midpoint of market level pay. In total, both phases I and II of the Comcor compensation plan represented a reallocation of \$1M in resources to team pay. We were so pleased to be able to make this level of investment in our team members. It was a strategic initiative that led to substantial impacts.



The impact of the Comcor Compensation Plan resulted in our **average monthly turnover rate** going from 5.6% (67.2% Annualized) in May of 2021 to 3.5% (42% Annualized) in December 2021 to 3.25% (39% Annualized) in April of 2022.

Comcor Inc has experienced a slump in our average client census in Quarter 4 of 2021 and Quarter 1 2022. This has contributed to leaner revenue and organizational losses in the Q1 2022.

I submit that Comcor's phase II implementation of our compensation plan meets the expressed intent of DCJ's 2021-22 Additional Facility Payment purpose and conditions. I am submitting select supporting documentation from our Comcor Compensation plan implementation in January 2022 as evidence of compliance.

I would like to thank DCJ leadership and the El Paso County Community Corrections Board for their additional investment in community corrections providers including Comcor Inc.

Please contact me if you have any questions or need additional follow up.

Sincerely,

Mark J. Wester,
Executive Director



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

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

May 11, 2022

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

RE: DCJ Additional Facility Payment

Ms. Burns,

The Division of Criminal Justice/Office of Community Corrections requested the following information in accordance with Katie Ruske's memorandum – "In an effort to aid with the financial impacts of the ongoing pandemic and the staffing issues, the Department will be issuing an additional facility payment to all facilities continuing to serve clients on and after January 1, 2022 if the conditions set forth can be met. The additional facility payment is to be utilized for the coverage of specific costs related to the COVID-19 pandemic and/or for the hiring and retention of staff.

The conditions of the additional facility payment are as follows:

- The provider must develop a specific and detailed plan for the utilization of the funds. Examples of acceptable uses of the funds include:
 - COVID - Purchase of PPE, facility cleaning, COVID testing, and similar financial costs as a direct result of the pandemic
 - Staffing - Hiring bonus, referral bonus, retention bonus, increased salaries for hard to retain positions"

Community Alternatives of El Paso County has met or exceeded these conditions in the following ways and will continue to maintain these processes:

COVID:

- Purchase of PPE - maintaining appropriate amounts of PPE (gloves, N95, KN95, and surgical masks, gowns, goggles and face shields)
- Residents are issued two surgical masks each week and can obtain one from the unit office as needed/by request.
- They are provided with a surgical mask as they enter the facility from work/a pass if they do not have one.

- Isolated and quarantined residents are provided surgical masks.
- Staff, including case managers, are fit tested and issued N95 masks in order to interact with newly arrived residents who are placed into isolation due to their COVID status.
- Security staff don gloves, N95 masks, gowns, and goggles/face shields when directly interacting with isolated residents.
- Facility employees provide transports for residents for COVID testing. Staff don appropriate PPE (N95 mask, gloves, gown, and eye protection) for the transports.
- Purchase of cleaning supplies and disinfectants for residents, hand sanitizer and dispensers (located in multiple areas throughout the facility), and hand sanitizer for employees.
- Facility disinfection of common touch areas by staff occurs three times each shift.
- Residents also conduct facility cleaning in common areas and restrooms throughout the day. Cleaning caddies are maintained with appropriate disinfectants/cleaning supplies and are available for residents to utilize.
- COVID testing through the use of rapid tests occurs for all new arrivals from the jails and prior to release of all residents from isolation or quarantine.
- Disinfectant wipes are utilized by staff and provided to residents when requested for sanitizing purposes.

Staffing:

- Salary increases for 100 % of facility employees (ranged from 3% - 11.76%) were put into place on February 1, 2022, in anticipation of the extra facility payment.
- Hiring/sign-on bonuses for Security Monitor Is and Cooks are \$1500.
- Referral bonuses are \$1500.
- Discretionary spot bonus for life saving measures performed by staff, and/or other extraordinary actions, range from \$250-\$500 for each incident.
- Retention bonuses are available to issue on a case-by-case basis.
- For hard to fill positions, assistance with moving costs can be provided.

By continuing to adhere to these processes and maintain COVID mitigation/prevention protocols, CAE can better serve the facility residents through the retention of quality staff, by maintaining a highly motivated workforce, and through mitigating the impact of COVID.

Please let me know if you need any additional information.

Sincerely,



Sean Foster
Facility Director

Community Corrections Board

Agenda Item Summary

Agenda Item Title: By-Laws Revision – 1st Reading
Agenda Date: May 17, 2022
Agenda Item Number: 9-c
Presenter: Christine Burns, Justice Services Division Manager

Information:

Endorsement: X

Background Information:

The current Community Corrections Board By-laws, Article VIII, state that proposed amendments to the By-laws may be made by a two-thirds affirmative vote of the entire Board, after a proposed amendment has received one (1) reading at a regularly scheduled Board meeting. Proposed amendments shall be distributed to Board members at least ten (10) days preceding the meeting at which the first reading will take place. Any amendment to the By-laws must be approved by the Board of County Commissioners.

The proposed By-Laws amendments were distributed to the Community Corrections Board on April 15, 2022.

The proposed amendments are attached for first reading at the May 17, 2022, board meeting with a proposed 2nd reading and endorsement scheduled for June 21, 2022.

Changes include 1) removal of Community and adding Justice to Services Department, 2) principal office location to 17 N. Spruce; and 3) change of the number of days to distribute agenda packet and notify of meeting, and 4) adding Federal to standards compliance.

Recommended Motion:

N/A

**BY-LAWS OF THE
EL PASO COUNTY COMMUNITY CORRECTIONS BOARD**

**Article I
Name and Principal Office**

- Section 1. Name: The name of the entity shall be the El Paso County Community Corrections Board (hereinafter referred to as "the Board").
- Section 2. Principal Office: The principal office of the Board shall be El Paso County **Community Justice** Services Department, ~~2002 Creek Crossing-17 N. Spruce~~, Colorado Springs, CO 80905.

**Article II
Purpose**

Pursuant to §17-27-103, C.R.S., as amended, El Paso County through the El Paso County Board of Commissioners has created the El Paso County Community Corrections Board:

1. To act for El Paso County in all matters relating to the creation or operation of community corrections facilities or programs.
2. To function as an advisor to the El Paso County Board of County Commissioners in all matters relating to El Paso County's participation in the Colorado State Community Corrections Program.
3. To act as a functional Board in the exercise of those duties and responsibilities identified in C.R.S.17-27-101, et seq. as those of a Community Corrections Board.

**Article III
Powers and Duties**

General

The Board will perform as both an Advisory and a Functional Community Corrections Board for El Paso County. It will review all matters relating to community corrections, advise the County government on actions to be taken to accomplish the mandated responsibilities of the Board; and act for the citizens of El Paso County to:

- Ensure the protection of the Community
- Safeguard the rights of our residents
- Provide for the needs of the offenders who will be supervised under this program

Specific

- Section 1. The Board shall make recommendations to the Board of County Commissioners concerning contracts between the State of Colorado for the use and benefit of the Department of Public Safety, Division of Criminal Justice and El Paso County, the State Department of Corrections, and the Federal Bureau of Prisons, if applicable, concerning placement of offenders in community corrections programs within the territorial limits of El Paso County.

- Section 2. The Board shall recommend to the Board of County Commissioners reception of grants from public or private sources and receive court-authorized expense reimbursement related to community corrections.
- Section 3. The Board shall recommend to the Board of County Commissioners a community corrections program provider or providers to contract with the County to provide services and supervision of offenders, subject to the approval of the Board of County Commissioners. Any and all requests for proposals or contracts of whatsoever kind recommended by the Board shall be coordinated, controlled, and administered by the El Paso County ~~Community~~ Justice Services Department.
- Section 4. The Board shall recommend to the Board of County Commissioners standards for the operations of any community corrections program or programs. Such standards may exceed, but shall not conflict with, standards established for community corrections programs by the Division of Criminal Justice of the State Department of Public Safety.
- Section 5. The Board shall monitor, in coordination with ~~federal~~, state, and local agencies, community corrections programs and oversee compliance with ~~federal~~, state, and local standards.
- Section 6. The Board shall recommend to the Board of County Commissioners acceptance and rejection standards concerning offenders and shall provide, in writing, acceptance criteria and screening procedures to each referring agency.
- Section 7. The Board shall recommend to the Board of County Commissioners conditions and guidelines for the conduct of offenders placed within any community corrections program and to provide written copies of such conditions and guidelines to offenders placed in community corrections programs.
- Section 8. The Board shall recommend to the Board of County Commissioners criteria for rejection of offenders after they have been accepted in a community corrections program, and to provide an administrative review, if the referring agency does not provide such review, relating to such rejection after acceptance. Notice of rejection of an offender who had been previously accepted shall be in writing to the referring agency and the administrator of the community corrections program in which the offender is placed.
- Section 9. The Board shall consult with officials of state and criminal justice agencies to improve local community corrections services.
- Section 10. The Board shall establish and implement a process and review those offenders recommended for placement in the Community Corrections facilities and programs operating within the boundaries of the County of El Paso, by the Colorado Department of Corrections and the sentencing Courts of the State of Colorado.
- Section 11. Additional duties of the Board shall include, but not be limited to, providing annual reports to the El Paso County Board of County Commissioners.

**Article IV
Membership**

Section 1. Membership of the Board shall be appointed by the El Paso County Board of County Commissioners.

Section 2. At a minimum membership shall include the following:

- The Sheriff of El Paso County or his / her designated representative or alternate
- The Sheriff of Teller County or his / her designated representative or alternate
- A representative from the Colorado Springs Police Department
- The District Attorney for the Fourth Judicial District or his / her designated representative or alternate
- A representative from the Public Defender's Office
- The Chief Probation Officer of the Fourth Judicial District or his / her designated representative or alternate
- The Manager of Parole Operations for the Colorado Department of Corrections or his / her designated representative or alternate
- A representative from the El Paso County Court
- A representative from the 4th Judicial District Court
- A Mental Health Professional or designated alternate
- Six (6) citizen volunteers from El Paso and Teller Counties representing a cross-section of the community including, but not limited to, educators, business persons, clergy, and criminal justice practitioners. Citizen members will have no alternate.

Section 3. The citizen volunteer members shall serve for terms of three (3) years. Members of the Board shall serve at the pleasure of the Board of County Commissioners and may be removed at any time and shall comply with and be subject to the provisions of El Paso County Board Resolution 96- 57 General 24 and Resolution 97-325 General 72 concerning El Paso County Advisory Boards.

Section 4. Each member shall be entitled to one vote in all Board decision-making actions.

**Article V
Officers**

Section 1. The Board shall organize and elect a Chair and Vice-Chair annually at the first scheduled meeting in February and may fill vacancies in such offices from time to time at any regular or special meeting. In the absence of the Chair and Vice-Chair at a regular Board meeting, the Board shall elect a Chair pro tempore.

Section 2. Chair - The Chair will serve a term of one (1) year. The Chair shall preside at all meetings of the Board and shall call special meetings when deemed necessary. The Chair will act as spokesperson for the Board and will designate committees to perform the work of the Board when necessary.

Section 3. Vice-Chair - The Vice-Chair will be elected by the Board and serve a term of one (1) year. The Vice-Chair will perform the functions of the Chair in the absence of the Chair.

Article VI Schedule

- Section 1. The Board shall meet as needed to perform their functions but no less than once per month. It is the prerogative of the Chair to call special meetings as required.
- Section 2. The time and place of regular and committee meetings of the Board shall be communicated to its members at least ~~seven (7)~~ **five (5)** days prior to such meetings. Special meetings shall require at least forty-eight (48) hours prior notification. Notice of regular and committee meetings shall be posted in compliance with the Colorado Open Meetings Law, C.R.S. 24-6- 401, et seq.
- Section 3. All meetings of the Board shall be open to the public. During the course of such meetings and upon the affirmative vote of two-thirds of the members present, the Board may go into executive session and close the meeting to the public for those purposes set forth in § 24-6-402(4), C.R.S.
- Section 4. The Chair may call special training or work sessions of the Board. All such sessions shall be open to the public. No formal decisions may be made at such sessions, but direction may be given to staff by the Board.
- Section 5. A quorum for the purposes of continuing the Board's business shall consist of no less than fifty-one percent (51%) of filled member positions.
- Section 6. Only Board members shall vote on Board issues. Alternates will only vote when the member or designated representative is not present. Any affirmative action by the Board requires a simple majority vote of the members present. A tie vote will constitute a rejection.
- Section 7. More than four (4) consecutive unexcused absences from regularly scheduled Board meetings or more than two (2) consecutive unexcused absences from regular scheduled in-person Board meetings by a Board member will initiate a review by the Chair, who shall have the discretion to petition the El Paso County Board of County Commissioners for a new appointment.
- Section 8. The governance of the Board's meetings shall be adapted from Robert's Rules of Order.
- Section 9. The conduct of the business of Board meetings shall be pursuant to a formal agenda to be distributed with the meeting announcement. Requests for items to be placed on the agenda should be directed to the **Executive** Director of the **Community Justice** Services Department or designated staff at least ~~seven (7)~~ **five (5)** days prior to a regularly scheduled meeting. The agenda may be changed at the discretion of the Chair or by a majority vote of the declared quorum.
- Section 10. There shall be minutes of all regular meetings of the Board and said minutes shall be approved by the members of the Board at its next regular meeting. Copies of the minutes shall be forwarded to Board members prior to the next scheduled meeting. Minutes and records of the Board shall be open to the public and subject to the Colorado Open Records Act, C.R.S. 24-72- 201, et seq.

Section 11. No Board member shall receive, or be lawfully entitled to receive, any pecuniary profit from the operations of the Board and in no event and under no circumstances shall any part of the assets of the Board, if any, whether principal, income or accumulations, be paid as salary or compensation to, or be distributed to, or inure to the benefit of, any of the Board members or their successors, or any person or his heirs or personal representatives who shall contribute any money or other property to the Board; provided, however, (a) that reasonable compensation may be paid to any agent or employee of the Board for services rendered in effecting one or more of the purposes of the Board, and (b) that any Board member may, from time to time, be reimbursed for his or her actual or reasonable expenses incurred in connection with the administration of the affairs of the Board.

**Article VII
Staff Support**

Staff support to the Board will be provided from the resources of the Community Justice Services Department.

**Article VIII
Amendments**

Proposed amendments to these By-laws may be made by a two-thirds affirmative vote of the entire Board; after a proposed amendment has received one (1) reading at a regularly scheduled Board meeting. Proposed amendments shall be distributed to Board members at least ten (10) days preceding the meeting at which the first reading will take place. Any amendment to the By-laws must be approved by the Board of County Commissioners.

Revised
BOCC Approved xxxx
CCB Endorsed May 2022
~~BoCC Approved August 2015~~
~~CCB Endorsed July 2015~~

Community Corrections Board

Agenda Item Summary

Agenda Item Title: Community Corrections 3rd Quarter SFY22 Referral Data

Agenda Date: May 17, 2022

Agenda Item Number: 9-d

Presenter: Daniel Huddleston, Community Corrections Specialist

Information: X

Endorsement:

Background Information:

HB 18-1251 required the Division of Criminal Justice publish an annual report that includes referral trends and acceptance data. This report is submitted to the Division of Criminal Justice, as well as to other stakeholders.

Attached is the 3rd Quarter data for State Fiscal Year 22 for the 4th Judicial District Community Corrections (January 1, 2022 – March 31, 2022).

Recommended Motion:

N/A

Appendix A
Residential Community Corrections Referral Reporting
Quarter 3, FY22

Judicial District	Transition Referrals	Transition Referrals Denied by Board	Transition Referrals Denied by Facility	% of Transition Referrals Approved	Diversion Referrals	Diversion Referrals Denied by Board	Diversion Referrals Denied by Facility	% of Diversion Referrals Approved	Condition of Parole Referrals	Condition of Parole Referrals Denied by Board	Condition of Parole Referrals Denied by Facility	% of Condition of Parole Referrals Approved
1 st	85	26	38	25%	184	10	22	83%	48	2	39	15%
2 nd	148	26	25	66%	73	9	6	79%	2	1	0	50%
4 th	176	60	1	65%	276	73	19	67%	23	9	2	52%
6 th	25	16	1	32%	39	11	2	67%	3	2	0	33%
7 th	40	35	0	13%	71	24	0	66%	8	5	0	38%
8 th	100	19	34	47%	152	13	28	73%	14	0	5	64%
9 th	46	11	25	22%	27	16	0	41%	4	0	0	100%
10 th	55	13	10	58%	71	3	3	92%	6	0	3	50%
12 th	11	3	3	45%	110	20	18	65%	8	3	1	50%
13 th	14	7	0	50%	34	13	0	62%	6	2	0	67%
15 th	29	24	0	17%	22	5	0	77%	1	0	0	100%
17 th *	146	84	0	42%	388	97	0	75%	21	13	0	38%
18 th	109	30	21	53%	130	9	0	93%	7	0	0	100%
19 th	44	9	21	32%	105	22	9	70%	20	1	9	50%
20 th	47	14	26	15%	41	8	0	80%	6	1	5	0%
21 st *	58	52	0	10%	110	35	0	68%	12	5	0	58%
Totals	1133	429	205	44%	1833	368	107	74%	189	44	64	43%

*Due to the 17th JD's and 21st JD's screening processes, this is the inclusive number for both the board and facility denials. The facility and screening committee review the criteria cases at the same time.

Appendix A
ISP-I Referral Reporting
Quarter 3, FY22

Judicial District	ISP-I Direct Referrals	ISP-I Direct Referrals Denied by Board	% of ISP-I Direct Referrals Approved	ISP-I >CC Complete Out JD Referrals	ISP-I >CC Complete Out JD Referrals Denied by Board	% of ISP-I >CC Complete Out JD Referrals Approved	ISP-I >CC Complete In JD Referrals	ISP-I >CC Complete In JD Referrals Denied by Board	% of ISP-I >CC Complete In JD Referrals Approved
1 st	5	0	100%	1	1	0%	-	-	-
2 nd	14	1	93%	2	0	100%	-	-	-
4 th	3	1	67%	0	0	-	-	-	-
6 th	0	0	-	0	0	-	0	0	-
7 th	0	0	-	0	0	-	0	0	-
8 th	2	0	100%	0	0	-	0	0	-
9 th	1	1	0%	0	0	-	-	-	-
10 th	0	0	-	0	0	-	-	-	-
12 th	0	0	-	0	0	-	-	-	-
13 th	0	0	-	0	0	-	-	-	-
15 th	1	0	100%	0	0	-	-	-	-
17 th	4	1	75%	5	0	100%	-	-	-
18 th	2	1	50%	4	0	100%	3	0	100%
19 th	3	3	0%	4	1	75%	-	-	-
20 th	0	0	-	0	0	-	-	-	-
21 st	2	1	50%	0	0	-	0	0	-
Totals	37	9	76%	16	2	88%	3	0	100%