

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

SHERIFF'S DEPARTMENT-APPLY/ACCEPT FY2024 MDOC COMPREHENSIVE COMMUNITY CORRECTIONS GRANT

BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves to apply and accept when awarded the Michigan Department of Corrections, Office of Community Correction Grant for FY2023 (October 1, 2023 through September 30, 2024), to continue programs: Career Readiness, Moral Reconciliation Therapy, Seeking Safety, Administration, Substance Abuse Testing, Pretrial Assessment, and Pretrial Supervision; and

BE IT FURTHER RESOLVED any personnel and/or program services are coterminous with receipt of adequate funds through this grant; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents to complete this action are authorized to be signed.

Allegan County Grants

Request for Action (RFA) Form - Application

Section I - General Information

Name of Grant	Grant Period / Term
Community Corrections Advisory Board (CCAB) Grant	10/01/2023-09/30/2024
Source of Grant Funding - Agency Name	Federal, State, Local
Michigan Dept of Corrections	State
Submitted by and/or Program Manager	Service Area Requesting
Lt. Charity Cummins	Sheriffs
Brief summary of Grant program	This grant provides funding to communities to assist in goals to decrease prison admissions and increase utilization of community-based sanctions and services for non-violent offenders. There are a variety of programs that are run through the CCAB Grant, in the past we have participated in inmate work crews: D.E.B.T.S. (Detail Enabling Better Transition to Society), the Community Service Work Crew, The GED Program (General Education Development) and the Meth Diversion Program counseling services. No local match is required.

Section II - Application

Request Type	Renewal Grant	Work Order No.	224154
Specific Action Requested	BOC Approval	Request Date	3/17/2023
Request Submission Deadline (Date)	5/1/2023	Approval Date	
Grant request approved by BOC with Budget	Yes		
Signatures Needed	NA, Resolution needed		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding	\$ 140,669.00	\$	114,768.28
Required Local Match	\$ -	\$	-
County Funding	\$ -	\$	-
TOTAL	\$ 140,669.00	\$	114,768.28

MICHIGAN DEPARTMENT OF CORRECTIONS

“Committed to Protect, Dedicated to Success”



Office of Community Corrections

Community Corrections Plan and Application
Fiscal Year 2024

CCAB Name: Allegan County

Email the application to:

1. MDOC-OCC@michigan.gov
2. Your assigned Community Corrections Specialist

DUE DATE: May 1, 2023

SECTION I: COMMUNITY CORRECTIONS ADVISORY BOARD INFORMATION				
Name of CCAB: Allegan County			Federal I.D. Number: 38-1914307	
A: GENERAL CONTACT INFORMATION:				
	CCAB Manager	CCAB Manager's Direct Supervisor	CCAB Chairperson	Agency Serving as Fiduciary of Award & Contact Person
Name:	Charity Cummins	Brett Ensfield	Matt Antkoviak	Rob Sarro
Title:	CCAB Manager	Sheriffs Office Captain	Defense Attorney	County Administrator
Addresses:	640 River Street	640 River Street	416 Hubbard Street	3282 122 nd Avenue
City:	Allegan	Allegan	Allegan	Allegan
State:	MI	MI	MI	MI
Zip:	49010	49010	49010	49010
Phone:	269-686-5392	269-673-0500	269-673-8468	269-673-0239
Fax:	269-673-0273	269-673-0406	269-686-0712	269-673-0367
Email:	ccummins@allegancounty.org	bensfield@allegancounty.org	antkoviak43@gmail.com	rsarro@allegancounty.org

Type of Community Corrections Board: County Advisory Board
Counties/Cities Participating in the CCAB: Allegan
Date application was approved by the local CCAB: April 20, 2023
Date application was approved by county board(s) of commissioners and/or city council: April 27, 2023
Date application was submitted to OCC: April 28 th , 2023

B: CCAB MEMBERSHIP <i>(please enter "vacant" for any vacant membership position)</i>		
Representing:	Name	Email
County Sheriff:	Frank Baker	fbaker@allegancounty.org
Chief of Police:	Jay Gibson	jjgibson@cityofallegan.org
Circuit Court Judge:	Margaret Bakker	mbakker@allegancounty.org
District Court Judge:	Dan Norbeck	dnorbeck@allegancounty.org
Probate Court Judge:	Jonathan Blair	jblair@allegancounty.org
County Commissioner(s) <i>(One required for each member county):</i>	Gale Dugan	gdugan@allegancounty.org
Service Area (Up to 3):	Angelique Joynes	ajoynes@allegancounty.org
County Prosecutor:	Myrene Koch	mkoch@allegancounty.org
Criminal Defense Attorney:	Matt Antkoviak	antkoviak43@gmail.com
Business Community:	Tyler Carpenter	tyler@rfactorinc.com
Communications Media:	Gari Voss	gari749@gmail.com
Circuit/District Probation:	Lindsey Meyer	meyerl@michigan.gov
City Councilperson <i>(Applies to City or City/County Regional CCABs only – one from each member City/County required):</i>	NA	NA
Workforce Development:	Emily Gary	egary@westmiworks.org
<ol style="list-style-type: none"> Does your CCAB have Bylaws? Yes What steps does your CCAB take to orientate new CCAB members ensuring the understanding of their roles and responsibilities? The CCAB Manager meets with the new members and explains their roles while on the board. They are encouraged to participate in quarterly meetings, share their input, explain the services 		

and opportunities that they are affiliated with. In addition, the CCAB Manager will answer any questions that they may have, explain in detail what the acronyms used stand for, and explain in detail what programs are currently offered through the Office of Community Corrections. In addition, they are encouraged to attend our Strategic Planning meetings and provide input on how they would like to see the Allegan County Office of Community Corrections grow in the future.

3. What steps are your CCAB taking to fill vacant membership positions (enter N/A if you have no vacant positions)? N/A

SECTION II: DATA ANALYSES & COMPREHENSIVE CORRECTIONS PLAN

Introduction and Instructions for your Comprehensive Corrections Plan:

Michigan Public Act 511, also known as the Community Corrections Act, was established in 1988 in an effort to improve the State's prison commitment rates (PCR) through the development and utilization of evidence-based, community corrections programming that targets moderate to high risk/needs offenders. Counties and regions establishing a Community Corrections Advisory Board (CCAB) appoint member stakeholders as required by PA-511 to identify and target local criminogenic needs that impact prison commitments and recidivism. CCABs are obligated to abide by PA-511 and Michigan Office of Community Corrections (MOCC) requirements when receiving MOCC funding, including but not limited to data tracking and analysis, key performance measures, as well as minimum program eligibility and utilization requirements.

This Application serves as your CCAB's Comprehensive Corrections Plan. To be considered for funding, it must include specific and detailed explanation as to how your plan will impact State Board Priorities, local prison commitment rates, recidivism, and local priorities/initiatives through identified key objectives. Strategies to obtain key objectives as well as performance measures must also be identified. For the purpose of this application, the following terms and definitions apply:

- **State Board Priority Populations** – CCABs requesting funding must target at least one of the following State Board Priority Populations:
 - Sentenced Felons assessed as having moderate to high risk/needs when using a State approved actuarial, objective validated risk and need assessment
 - Pretrial Population
- **Key Objectives** – CCABs requesting funding must identify at least one Key Objective for each of the following applicable categories:
 - **Reduction of Statewide Overall PCR** – *This is required for all CCABs requesting funding for any services/programming that targets sentenced felons.* This may include local objectives that impact Overall PCR, Group 2 Straddle PCR, OUIL 3rd PCR, PVT or PVNS Recidivism, or other categories that impact the State's Overall PCR.
 - **Increase of Statewide Appearance and Public Safety Rates for Pretrial Defendants** – *These are required for all CCABs requesting funding for any pretrial services and/or programming that targets pretrial defendants.* – This must include local objectives addressing appearance rates and public safety rates of pretrial defendants.

Your CCAB may identify other objectives in addition to these required objectives.

- **Supportive Strategies** – Proposed OCC funded programming and/or services, identified by CCIS Code and Local Program Name, that are intended to support the objectives identified.
- **Key Performance Measures** – Identified in each proposed program description, these are the specific methods your CCAB will utilize to measure outcomes of programming and their impact on State Board Priorities.

Felony Data Analyses:

OCC will provide CCABs with relevant felony dispositional and recidivism data to complete the application. CCABs must analyze this data along with local CCIS data (reports run locally from COMPAS Case Manager) and develop key objectives and supportive strategies that will help attain local goals and support State Board Priorities.

A thorough analysis of the data should include:

- Overall PCRs, rates within sentencing guideline ranges, PCRs within Group 1 and Group 2 offense categories, status at time of offense and recidivism of probation violators, both new sentence and technical.
- Reference to changes in PCRs compared to prior year
- Review your past OCC funding proposals for ideas
- CCAB stakeholder changes
- New judicial, probation, or CCAB staff or other personnel issues that impact referrals, screenings, or programming
- Service provider changes or issues
- Trends in local criminality (example: increase in drug related offenses, decrease in probation violations, etc.)
- Development or changes in local court services or programming (example: new Specialty Court programming, changes to court programming eligibility, etc.)

Your data analyses form the basis of your objectives and strategies. A weak link between them may result in denial of, or conditional revisions to, your Comprehensive Corrections Plan. Therefore, it is important to demonstrate a solid connection between your data, objectives, and supportive strategies.

Your CCAB must then determine its proposed PCR category/categories based on this analysis, with consideration given to the average of the last 3 years. Your CCAB must then identify the strategies that will impact its PCR category/categories. **All strategies that you are requesting funding for must also be listed on the Budget Cost Description and have a completed Program Description.** If you request funding for a program or service that is not identified as a strategy impacting any objective, it will not be considered for funding.

Example #1: State Board Priority Target Population: Sentenced Felons.
Objective: To reduce the County’s Overall Prison Commitment Rate (PCR) to 16% or less.
Supportive Strategy: C01 Thinking Matters, G18 Intensive Outpatient Group, & B15 Employment Skills.

Example #2: State Board Priority Target Population: Pretrial Population
Objective: To increase the County’s current Appearance Rate from 87% to 90%.
Supportive Strategy: F22 PRAXIS and F23 Pretrial Supervision Services.

Example #3: State Board Priority Target Population: Pretrial Population
Objective: To increase the County’s current Public Safety Rate from 80% to 89%.
Supportive Strategy: F22 PRAXIS and F23 Pretrial Supervision Services.

A: FELONY DATA ANALYSES

1. Using felony dispositional data supplied by MOCC, please fill in the rates (%) and number of dispositions for the ***previous two fiscal years*** in the two charts below.
2. Does the following data exclude felony dispositions with prisoner status at time of the offense? **Yes** **No**

FY 2021 State PCR:	16.5%	Group 2 Rate:	11.6%	Straddle Cell Rate:	19.7%	Group 2 Straddle Rate:	18.6%
Overall PCR:	13% - 91 prison dispositions out of 702 felony dispositions						
Group 1:	20.2% - 49 prison dispositions out of 243 felony dispositions						
Group 2:	9.2% - 42 prison dispositions out of 459 felony dispositions						
Straddle PCR:	8.0% - 14 prison dispositions out of 175 felony dispositions						
Group 1:	11.5% - 7 prison dispositions out of 61 felony dispositions						
Group 2:	6.1% - 7 prison dispositions out of 114 felony dispositions						
FY 2022 State PCR:	18.4%	Group 2 Rate:	12.6%	Straddle Cell Rate:	21.1%	Group 2 Straddle Rate:	20.3%
Overall PCR:	15.9% - 130 prison dispositions out of 820 felony dispositions						
Group 1:	25.5% - 93 prison dispositions out of 365 felony dispositions						
Group 2:	8.1% - 37 prison dispositions out of 455 felony dispositions						
Straddle PCR:	12.0% - 28 prison dispositions out of 234 felony dispositions						
Group 1:	18.7% - 17 prison dispositions out of 91 felony dispositions						
Group 2:	7.7% - 11 prison dispositions out of 143 felony dispositions						

3. ANALYSIS

- a. *For returning applicants:* Did you meet your Key Objectives for the previous two fiscal years? No If not, please provide an analysis of why: **One of our key objectives were to reduce the Overall PCR to 11.5%, however our Overall PCR increased to 15.9% in FY2022. The Data reflects that we had more individuals going to prison in FY2022, than in previous years. In addition, the data reflects that our total Felony Dispositions for the county increase by 118 felony dispositions. This has caused an increase in almost all of our statistical data, except for our Group 2, which decreased by 5 prison dispositions. Another key objective that we had was to maintain the County's Public Safety Rate at 85% or above, and we did meet that objective. We, also, met our last key objective which was to maintain the County's Appearance Rate at 85% or above.**
- b. *For all applicants:* Please provide information/local data to explain any changes in PCRs and dispositions. If requesting programming for specific populations (examples: OUIL-3rds, delayed/deferred sentences, prison diversion, pretrial, etc.) please provide supportive data analyses for these populations, including any additional pertinent information necessary to establish trends: **The Overall Prison Commitment Rate (PCR) for Allegan County has increased by 2.9 percentage points from FY 2021 (13%) to FY 2022 (15.9%). During this period, total felony dispositions increased by 118 (FY-2021-702; FY 2022-820). The Group 1 felony dispositions increased by 5.3% (FY2021-49; FY2022-93). The Group 2 Overall PCR decreased by 1.1% (FY2021-42; FY2022-37) The Straddle Cell PCR experienced an increase from FY 2021 (8%) to FY 2022 (12%). During this period, Straddle Cell Group 1 increased from FY 2021 (11.4%) to FY 2022 (18.7%) which states that in FY 2021 there were 7 prison dispositions, and in FY 2022 there were 17. The Straddle Cell Group 2 increased by 1.6% (FY2021- 6.1%; FY2022-7.7%) The total prison dispositions of OUIL 3rd's increased by 1 prison disposition from FY 2021 (3) to FY 2022 (4) which resulted in 10% of all OWI 3rd convictions were sentenced to prison. In FY 2021, there were 22 out of 91 prison dispositions that were Probation Violator Technical (PVT) but in FY 2022 there were 21 out of 130. There was an 8% decrease from 2021, (FY 2020-24.1%; FY 2021-16.1%). The Probation Violator New Sentence (PVNS) in FY 2021 was 14.3% (13 out of 91 prison dispositions), and in FY2021 it decreased to 4.6% (6 out of 130 prison dispositions), which is an decrease of 9.7%.**

B: FELONY RECIDIVISM ANALYSIS

Using felony recidivism data supplied by MOCC (Report #3), please fill in the following table to report the number of Probation Violators ***that resulted in a prison disposition*** for each listed category. Regional CCABs should list the Probation Violation data for each County separately and provide a total, regional rate at the end of each row.

FY 2022 Recidivism Rates							
County Name	Allegan						Totals for Region:
FY 2022 Probation Violation - New Sentence to Prison							
Total	6						
FY 2022 Probation Violation – Technical to Prison							
Total	21						

1. ANALYSIS

- a. ***For all applicants:*** Please provide information/local data to explain any changes in Probation Violator data, including prison and non-prison dispositions: **In FY 2021, PVNS were 13 out of 91 prison dispositions, however in FY 2022, there were 6 out of 130 prison dispositions, which resulted in a 9.7% decrease. In FY 2021, the PVT's were 22 out of 91 prison dispositions, however in FY 2022, there were 21 out of 130 prison dispositions. This is a 8% decrease. In FY 2021, the PVNS Straddle Offense Group 2, had 0 prison disposition, however in FY 2022, there was 1. In FY 2021, the PVT SGL Offense Group 2, had 0 prison disposition and in FY 2022 there were 0, resulting in no change. In FY 2021, PVNS were 63 out of 611 non prison dispositions, however in FY 2022, there were 61 out of 690 non-prison dispositions, which resulted in a 1.5% decrease. In FY 2021, the PVT's were 109 out of 702 non prison dispositions, and in FY 2022, there were 138.5 out of 690 non prison dispositions, which is a 4.6% increase.**

C: IMPACTING STATE BOARD PRIORITIES

❖ TARGET POPULATIONS, KEY OBJECTIVES, AND STRATEGIES

NOTE:

- Target Populations include Sentenced Felons and Pretrial Population.
- CCABs applying for funding targeting Sentenced Felons must have at least one Sentenced Felons Key Objective.
- CCABs applying for funding targeting Pretrial Population must have both Pretrial Population Key Objectives (Appearance Rate and Public Safety Rate).
- CCABs may identify additional Key Objectives that support proposed programming.
- Key Objectives should be measurable and provide sufficient detail so progress can be monitored.
- Strategies are the local programs that will be used to impact your Key Objectives.
- Only proposed programs that impact at least one Key Objective will be considered for funding.

1. Key Objective #1 is intended to impact Sentenced Felons

Please state the Objective: **To decrease the County's Overall Prison Commitment rate to 14.9%.**

List OCC Programs in support of Objective #1 (include CCIS Code and Local Name of Program *as they appear on the program descriptions*):

C01 Seeking Safety, C01 MRT, B15 Career Readiness

List Non-OCC funded Programs in support of Objective #1:

Mental Health Court, Veteran's Court, GED, Inmate Worker, Work Release, DEBT's Crew, AA/NA, Anger Management, Bible Study, Families Victorious, Parenting Class, and Swift and Sure Sanctions Probation Program.
2. Key Objective #2 is intended to impact Pretrial Population Please state the Objective: To maintain the County's Public Safety Rate to 87% or above.
List OCC Programs in support of Objective #2 (include CCIS Code and Local Name of Program <i>as they appear on the program descriptions</i>):
F23 Pretrial Supervision Services, F22 Pretrial Assessments (PRAXIS), and G17 Substance Abuse Testing
List Non-OCC funded Programs in support of Objective #2:
NA
3. Key Objective #3 is intended to impact Pretrial Population Please state the Objective: To Maintain the County's Appearance Rate at 87% or above.
List OCC Programs in support of Objective #3 (include CCIS Code and Local Name of Program <i>as they appear on the program descriptions</i>):
F23 Pretrial Supervision Services, F22 Pretrial Assessments (PRAXIS), and G17 Substance Abuse Testing.
List Non-OCC funded Programs in support of Objective #3:
NA
4. Key Objective #4 is intended to impact Choose an item. Please state the Objective: NA
List OCC Programs in support of Objective #4 (include CCIS Code and Local Name of Program <i>as they appear on the program descriptions</i>):
NA
List Non-OCC funded Programs in support of Objective #4:
NA

D: COMPAS CRIMINOGENIC NEEDS PROFILE

1. Please list the Top 3 needs scales (medium/probable and high/highly probable combined) as identified within the COMPAS Criminogenic Needs and Risk Profile for **all probationers** provided by OCC. Additionally, identify both the local and proposed OCC strategies that will impact the identified needs scales. **OCC funded strategies must be identified by CCIS Code and Local Name of Program as it appears on the program descriptions: The top 3 needs scales for all Probations are Substance Abuse at 82%, Criminal Personality at 61%, Family Criminality at 54%, and Cognitive Behavior at 54%. The OCC funded strategies that will assist in addressing the needs of the Probationers is C01 MRT and C01 Seeking Safety. In addition, the 4th documented need in our county is Vocational/Educational and that is why the B15 Career Program is so important to maintain.**

E: LOCAL PRACTICES TO ADDRESS PERSONS WITH SUBSTANCE USE DISORDER(S)

- How do defendants and offenders get screened for substance use services in your area (regardless of funding source)? **Offenders and defendants will get screened for Substance use by our local Community Mental Health Department.**
- How do defendants and offenders get referred for a substance use assessment and subsequent appropriate ASAM Level of Care in your area (regardless of funding source)? **They can be referred by the Allegan County Office of Community Corrections Manager, their Probation Officer, or self reporting to the Allegan County Community Mental Health Department to receive an appropriate Substance Abuse Assessment.**
- Are there any barriers or gaps in service to obtaining an assessment and treatment that your CCAB is requesting OCC funding to fill? **No** If so, please describe in detail: **NA**
- What non-PA 511 funded services are available in your area? Be sure to include treatment court services. **All county residents may contact the Allegan County CMH for SUD services and they will meet with a master's level staff member that will determine if they need a HLOC screen or be referred to an open door provider for outpatient, Intensive Outpatient, Recovery Management, or MAT services.**

F: COMPREHENSIVE CORRECTIONS PLAN SUMMARY

1. Please explain how the Comprehensive Corrections Plan, in coordination with the local practices, will impact the State Board Priorities, and ultimately offender success: his Comprehensive Corrections Plan along with local practices will impact the State Board Priorities by continuing to provide services needed to the targeted populations of sentenced felons and our pretrial population. Without funding to continue with programming, the residents of Allegan County will be underserved for the necessary tools needed to be successful. The programs offered in Allegan County, along with those proposed in our Comprehensive Correction Plan will focus on those individuals who are eligible for Pretrial releases, or is sentenced and on Probation. Programming has proven to be a benefit to our community inside and outside of the our Corrections Center. To date, our programming has allowed us to share success stories that include several inmates who have been able to obtain employment as a sentenced offender. This secured employment opportunity has boosted their confidence and many of them have not returned to the Corrections Center for new criminal charges or Probation Violations. It is the mission of the Allegan County's CCAB to continue providing such programs, as we strive to continue to reduce the number of Prison Commitment Rates and positively impact lives, which will reduce the recidivism rate. Allegan County has proven that programming works and has been successful in keeping our PCR lower than the State's average for many years, consistently. It is the belief of our County's CCAB that programming encourages individual change. Positive change results in creating productive members of society, and not just warehousing inmates within our Corrections Center until their day of release. Our Comprehensive Plan provides us the services and resources needed to obtain our goal, while giving our community the benefits of an increased productive population within the community.
2. What steps will you take if you find that you are not meeting your objectives, or your strategies are not being implemented as planned? **The Allegan County Office of Community Corrections will take several steps if we are not meeting the objectives or strategies set out in this plan. Those steps include: the CCAB Manager will monitor the data for the progress of the programming offered, and compare that data with the objectives and strategies set in place by the Allegan County Community Corrections Advisory Board and the Strategic Planning Committee. If a deficiency is noted, then the CCAB Manager will reach out to our CCAB and request a meeting to discuss the short comings and request guidance on how they would like to proceed to get it back on track. The CCAB Manager will be in continued contact with the Community Corrections State Grant Coordinator with updates and seeking guidance to get those objectives back on track. The CCAB Manager will provide extra training to the CCAB members, if needed, to gain support to correct any issues that are causing the Objectives to not be met.**
3. Program eligibility overrides may be requested in writing to the assigned OCC Specialist. Please document any additional override procedures your CCAB has approved. **The Allegan County CCAB has not established any additional documents for an override procedure. If there is an override needed, the CCAB Manager will contact the Community Corrections Specialist for approval.**



Program Description

Administration

FY: 2024

CCAB: Allegan County

Administration is defined as those activities and related costs that have been incurred for the overall executive and administrative functions of the local office or other expenses of a general nature that do not relate solely to the operation of a specific program as defined/approved within the local plan. They are costs, that by their nature, are administrative in support of the overall duties and functions of the local OCC. This category must also include its share of fringe benefits, costs, operations (utilities, office supplies, travel, etc.), and maintenance expenses and must be identified in the Budget Cost Descriptions.

NOTE:

- Staff time for completing Administration duties and responsibilities, including eligibility screening, must be billed for actual time worked. Duties billed to Administration cannot also be billed under individual program codes.
- A **SUPPLY** has a life expectancy of less than a year (paper, toner, folders, drug testing supplies, etc.) while **EQUIPMENT** has a life expectancy of more than a year (fax machine, PBT, computer).

1. Local/other contributions to Administrative functions per fiscal year: \$ 33,833.00 <i>*this amount must be reflected in your budget documents within the OCC Funding Application.</i>
2. How frequently are CCAB meetings held? Quarterly What is included on CCAB meeting agendas? The meeting is called to order. Then the following items are on the agenda: Roll call, Introductions, Program Utilization updates, Financial Updates, Review and approval of Quarterly Reports, Strategic planning information, updated business (Bylaws Review), necessary voting that is needed, roundtable and date for next meeting.
3. Describe how expenditure reports are processed and verified then forwarded to OCC in Lansing: The expenditure reports are completed by the CCAB Manager and forwarded to the County's Finance Officer who reviews it and approves it. Once it is approved, the Finance Officer sends it to MDOC. Once it is approved by the Finance Officer, the CCAB Manager sends the report to the CCAB for review.
4. When and how are utilization and expenditures monitored? The Utilization and Expenditures reports are completed by the CCAB Manager. The Utilization report is then sent to the State OCC Specialist and a copy is sent to the CCAB for review. In addition, both reports are discussed at the quarterly CCAB meetings.
5. As a contractual requirement, how often does the CCAB manager meet with, visit, and evaluate contracted programs? The CCAB manager meets with the program facilitators weekly, and more often if needed, and will evaluate the contracted programs on a regular basis, which usually occurs at least 1 time per month.
6. How often does the CCAB manager meet with program referral sources? (probation supervisors/agents, prosecutor, defense attorney, judges, etc.)? Quarterly, or more frequent, if needed. Explain: The CCAB Manager meets with the referral source quarterly during at



Program Description

Administration

<p>our CCAB Meetings and has discussions with the referral source via email when the referrals are sent.</p>
<p>7. How often is program utilization reviewed? Explain: Program Utilization is reviewed by the CCAB Manager on a monthly basis, sometimes bi-monthly, if needed. If there is a program that is low on utilization, that utilization is monitored weekly.</p>
<p>8. What actions are taken when programs are under or over-utilized? An action plan is put in place and is discussed with our CCAB and the program facilitators to get that program back on track.</p>
<p>9. Describe when and how the comprehensive corrections plan is developed: The Comprehensive Corrections Plan is developed throughout the year during our Strategic planning meetings and our quarterly meetings.</p>
<p>10. Describe the involvement of other stakeholders or subcommittees in data analysis or comprehensive corrections plan/program development. We have a Strategic Planning committee that is a subcommittee of our CCAB. This committee meets quarterly, usually just prior to our CCAB meeting.</p>
<p>11. What is your plan to provide orientation and to educate all stakeholders? Explain: The CCAB manager reaches out to all new stakeholders and explains their roles on the CCAB Board. There is a pamphlet that is sent to the new stakeholders which explains our current programs. In addition, the CCAB manager is working on creating a training power point to share with the stakeholders.</p>



Program Description

Group Programming

CCAB: Allegan County	FY: 2024
Local Program Name: Career Readiness	
Service Provider: Outlook Academy	
CCIS Service Type: B15- Employment Skills	
Total projected number of new enrollments: 50	
For Regional CCABs, projected number of new enrollments per member county: NA	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input type="checkbox"/>	
Program status: Continuation	
If modification, describe here: NA	

GROUP/CLASS DELIVERED PROGRAMMING –

- This form is for program activities delivered through a group or class-type structure.
- Groups that are cognitive in nature must be separate for both male and female populations.
- When developing eligibility criteria, think about what behavior or characteristics in addition to addressing PCRs or jail utilization that the program is intended to address.
- Cognitive, Employability Skills, Education and Domestic Violence programs are all programs that would use this form.
- If this form is utilized for an Employability Skills group, the County must clearly identify how it is not a duplication of services provided through the Michigan Works Agency or other local workforce development agencies in (3.h.).
- G00 is an option for “other” group-type programming not specifically identified here (discuss with your assigned Community Corrections Specialist first).
- Pretrial defendants who are not convicted are not an eligible Target Population on this form. For exceptions, please discuss with assigned Community Corrections Specialist first.

ANSWER ALL QUESTIONS USING “N/A” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. What is your target population?
<input checked="" type="checkbox"/> Sentenced Felons <input type="checkbox"/> Other (include eligibility criteria): NA

2. Describe the program:
<p>a. What is your referral process to this program? The CCAB Manager will screen all potential participants, then reach out to the MDOC Probation Department to obtain their COMPAS results to confirm eligibility.</p>
<p>b. What assessment is used, identify the tool: COMPAS</p>
<p>c. Who completes the assessment? The MDOC Probation Agents will complete the COMPAS.</p>
<p>d. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact for your target population(s).</p> <p style="margin-top: 20px;">Sentenced Felons: <i>You must identify the number of scales required for eligibility here: 1</i></p>



Program Description

Group Programming

<input checked="" type="checkbox"/> Vocational/Education <input checked="" type="checkbox"/> Substance Abuse <input type="checkbox"/> Cognitive Behavioral <input type="checkbox"/> Criminal Personality <input type="checkbox"/> Leisure & Recreation	<input type="checkbox"/> Social Environment <input checked="" type="checkbox"/> Residential Instability <input checked="" type="checkbox"/> Family Criminality <input type="checkbox"/> Social Isolation <input checked="" type="checkbox"/> Criminal Opportunity	<input checked="" type="checkbox"/> Criminal Association
<p>Gender Responsive Scales:</p> <input type="checkbox"/> Experiences of Abuse as an Adult <input type="checkbox"/> Experiences of Abuse as a Child <input type="checkbox"/> Relationship Dysfunction <input type="checkbox"/> Parental Stress		
<input checked="" type="checkbox"/> Felony Probation Violator, regardless of COMPAS Assessment Score		
<p>e. Describe the program design (programs using this description form should be delivered through a group or class structure):</p>		
<p>i. Name of curriculum: Career Readiness</p>		
<p>ii. Identify what skills are taught in this program: The skills taught in this program include the completion of Work Keys, completing a career interest inventory, developing a resume and cover letter, keyboarding skills, career coaching (O*NET Program), Computer Literacy, Job interviews, and TRIO (college applications, college exploration, academic advising, financial aid, FASFA application).</p>		
<p>iii. Is the group open or closed? Open</p>		
<p>iv. What is the minimum/maximum number of participants per group, as identified in the curriculum? The minimum number of group is 3 and the maximum of group 10.</p>		
<p>v. Minimum number of group sessions attended for successful completion: 15</p>		
<p>vi. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: NA</p>		
<p>f. Identify the training or credentials held by your service provider qualifying him/her to provide this service: There is a facilitator with a Special Education Certification, 3 facilitators that have their teaching certificates, and 1 facilitator that has a Bachelor's Degree in Social Work and Criminal Justice. In addition, 1 facilitator has a Career Coaching Certification.</p>		
<p>g. How are delivered services and individual progress and participation documented by the service provider and provided to the probation agents and/or referral source? (i.e., progress notes, case notes and/or group notes) The facilitator provides attendance reports and progress reports on a monthly basis, but they can provide them sooner if requested by the CCAB Manager.</p>		
<p>h. Provide any other pertinent information you feel is necessary: At first glance this program may appear to be a replica to Michigan Works, however it is not. Career Readiness provides a participant the knowledge on how to complete college applications, complete mock interviews, complete zoom interviews, complete</p>		



Program Description

Group Programming

financial documents for college, and complete Work Keys, while in custody. It, also, teaches the participants computer literacy skills and interviewing skills all while incarcerated, while preparing them for a positive transition into the community. Statistics show that those who leave our facility with a job prior to release, are less likely to return to jail on a new charge.

3. Evaluation is part of evidence-based principles which you **must** identify in section (a.). You are also **required** to develop **at least one key performance measure** for this program in section (b.). Be sure to include the data source, how its tracked and measured. **NOTE:** Successful completion of programming, if listed as the only key performance measure, is not sufficient.

a. Describe how this program meets each of the following Evidence Based Principles:

1. **Assess Actuarial Risk/Needs** - The potential participants are screened based on their COMPAS results.
2. **Enhance Intrinsic Motivation** - The facilitator uses constructive ways to enhance intrinsic motivations for the participants.
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle:** Prioritize supervision and treatment resources for higher risk offenders -NA
 - b. **Need Principle:** Target interventions to criminogenic needs -NA
 - c. **Responsivity Principle:** Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs -This program addresses cultural differences/needs, gender needs, developmental stages and learning styles. Although this group is conducted in a group environment, one on one time is offered to each participant during each step of completion.
 - d. **Dosage:** Structure 40-70% of high-risk offenders' time for 3-9 months -NA
 - e. **Treatment Principle:** Integrate treatment into the full sentence/sanction requirements -NA
4. **Skill Train with Directed Practice** - NA
5. **Increase Positive Reinforcement** - Positive reinforcements are used by the facilitator and the peers of this group to encourage the participant to continue moving forward in the curriculum.
6. **Engage Ongoing Support in Natural Communities** - NA
7. **Measure Relevant Processes/Practices** - This program is monitored by the CCAB Manager. Documentation is created and shared with the Stakeholders when a participant successfully completes the program and/or take additional steps that allow continual change and growth, personally and within the community. For example, this program enables the participants to interview for jobs prior to being released from custody and we currently have had participants who obtained employment while in custody and are still working at that same place of employment after being released from custody.
8. **Provide Measurement Feedback** - Once a participant completes each step, measurement feedback is given when appropriate. Positive feedback is given to promote longlasting change, along with encouragement to the other participants.



Program Description

Group Programming

b. **Program Key Performance Measure** - 85% of enrolled offenders who successfully completed the program obtain part/full time employment within the first 6 months upon release from jail.

Data Element – Case notes and follow up interviews.

Tracking Source -

1. Who is tracking the Data Element? The CCAB Manager is tracking this data.
2. How is it being tracked? This data will be tracked by the Case Notes and follow up interview results that are provided by the provider.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source –

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Program Description

Group Programming

CCAB: Allegan County	FY: 2024
Local Program Name: MRT	
Service Provider: Allegan County Office of Community Corrections	
CCIS Service Type: C01 - Cognitive	
Total projected number of new enrollments: 50	
For Regional CCABs, projected number of new enrollments per member county: NA	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program status: Continuation	
If modification, describe here: NA	

GROUP/CLASS DELIVERED PROGRAMMING –

- This form is for program activities delivered through a group or class-type structure.
- Groups that are cognitive in nature must be separate for both male and female populations.
- When developing eligibility criteria, think about what behavior or characteristics in addition to addressing PCRs or jail utilization that the program is intended to address.
- Cognitive, Employability Skills, Education and Domestic Violence programs are all programs that would use this form.
- If this form is utilized for an Employability Skills group, the County must clearly identify how it is not a duplication of services provided through the Michigan Works Agency or other local workforce development agencies in (3.h.).
- G00 is an option for “other” group-type programming not specifically identified here (discuss with your assigned Community Corrections Specialist first).
- Pretrial defendants who are not convicted are not an eligible Target Population on this form. For exceptions, please discuss with assigned Community Corrections Specialist first.

ANSWER ALL QUESTIONS USING “N/A” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. What is your target population?
<input checked="" type="checkbox"/> Sentenced Felons <input type="checkbox"/> Other (include eligibility criteria): NA

2. Describe the program:
<p>a. What is your referral process to this program? The CCAB Manager will interview the sentenced felons and determine eligibility based on their COMPAS scores, which will be retrieved from the MDOC Probation Department. Referrals from the courts and the MDOC Probation Department will be accepted, as well.</p>
<p>b. What assessment is used, identify the tool: The COMPAS is the assessment tool used for program eligibility.</p>
<p>c. Who completes the assessment? The assessment is completed by the MDOC Probation Agents prior to enrollment in the program by completing a COMPAS.</p>
<p>d. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact for your target population(s).</p> <p style="margin-top: 10px;">Sentenced Felons:</p>



Program Description

Group Programming

You must identify the number of scales required for eligibility here: 1

- | | | |
|--|---|--|
| <input type="checkbox"/> Vocational/Education | <input type="checkbox"/> Social Environment | <input checked="" type="checkbox"/> Criminal Association |
| <input checked="" type="checkbox"/> Substance Abuse | <input checked="" type="checkbox"/> Residential Instability | |
| <input checked="" type="checkbox"/> Cognitive Behavioral | <input checked="" type="checkbox"/> Family Criminality | |
| <input checked="" type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | |
| <input type="checkbox"/> Leisure & Recreation | <input checked="" type="checkbox"/> Criminal Opportunity | |

Gender Responsive Scales:

- Experiences of Abuse as an Adult
- Experiences of Abuse as a Child
- Relationship Dysfunction
- Parental Stress

Felony Probation Violator, regardless of COMPAS Assessment Score

e. Describe the program design (programs using this description form should be delivered through a group or class structure):

i. Name of curriculum: **MRT/How to Escape Your Prison"**

ii. Identify what skills are taught in this program: **The skills taught in this program are as followed: Commitment to change, Honesty, Trust, Long and short term Goal setting, Keeping Moral Commitments, Healing damaged relationships, Raising Awareness, Helping Others, Acceptance, and Maintaing a positive change.**

iii. Is the group open or closed? **Open**

iv. What is the minimum/maximum number of participants per group, as identified in the curriculum? **The minimum number of participants is 3 and the maximum is 10.**

v. Minimum number of group sessions attended for successful completion: **The minimum number of group sessions attended for a successful completion is 8.**

vi. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: **All participants, whether in custody or out of custody, will continue with group until completion. When transitioning between the two, they would just attend group as usual maintaining the same schedule they had prior to the transition. Essentially, the group members remain the same regardless of their incarceration status.**

f. Identify the training or credentials held by your service provider qualifying him/her to provide this service: **The MRT service provider is a certified MRT Facilitator. The primary facilitator has completed an MRT refresher course 5 years ago and then the county paid for this facilitator to attend the Advanced MRT Course 4 years ago. In addition, the county has paid for an additional person to become a certified MRT facilitator, to utilize as a back up instructor, when needed. Refresher training will be utilized, when appropriate.**



Program Description

Group Programming

g. How are delivered services and individual progress and participation documented by the service provider and provided to the probation agents and/or referral source? (i.e., progress notes, case notes and/or group notes) **The facilitator provides attendance sheets on a weekly basis and progress reports on a monthly basis, but can provide them sooner if requested. The CCAB Manager sends monthly updates to the Probation Department, regarding attendance and progress reports, also.**

h. Provide any other pertinent information you feel is necessary: **MRT focuses on criminal thinking and changing behaviors, along with some teachings about the importance of employment/Community Service, but topics such as substance abuse and Keeping Moral Commitments is a much greater topic that is taught.**

3. Evaluation is part of evidence-based principles which you **must** identify in section (a.). You are also **required** to develop **at least one key performance measure** for this program in section (b.). Be sure to include the data source, how its tracked and measured. **NOTE:** Successful completion of programming, if listed as the only key performance measure, is not sufficient.

a. Describe how this program meets each of the following Evidence Based Principles:

1. **Assess Actuarial Risk/Needs** - The potential participants are screened based on their COMPAS results.
2. **Enhance Intrinsic Motivation** - This program is centered around internal change, which begins with the curriculum that is used. "How to Escape Your Prison", focus' on lasting change.
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** -This program targets medium to high risk offenders to promote change. This curriculum addresses the needs of the participants who present multiple criminogenic needs.
 - b. **Need Principle: Target interventions to criminogenic needs** -MRT addresses the criminogenic needs identified in their assessment. These needs are dynamic risk factors and are addressed throughout the several week program.
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** -This program addresses cultural differences/needs, gender needs, developmental stages and learning styles. Although this group is conducted in a group environment, one on one time is offered to each participant during each step of completion.
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** -MRT participants are given homework weekly and it is due the following week. Part of the curriculum is to participate and complete community service. In addition, this program requires the participants to attend group weekly. It creates a structured environment for them while attending the program.
 - e. **Treatment Principle: Integrate treatment into the full sentence/sanction requirements** -NA
4. **Skill Train with Directed Practice** - This program provides evidence-based programming that emphasizes cognitive-behavioral strategies and is delivered by well trained staff. The skills taught



Program Description

Group Programming

to the participant are practiced which results in pro-social attitudes and behaviors are positively reinforced by the facilitator.

5. Increase Positive Reinforcement - The participants in the group provide their testimonies in different portions of the curriculum. Positive reinforcements are used by the facilitator and their peers of this group to encourage the participant to continue moving forward in the curriculum.

6. Engage Ongoing Support in Natural Communities - MRT does engage in pro-social supports for the participants and their communities. There are 2 different sections of the curriculum where community service is required before moving on to the next chapter of the book.

7. Measure Relevant Processes/Practices - Case information is provided weekly to the CCAB Manager which enables the ability to determine successful completions. Once that information is obtained, the data is analyzed to determine whether our goal was met.

8. Provide Measurement Feedback - Once a participant completes each step, measurement feedback is given when appropriate. If not appropriate at each step, once the participants presents their last step, feedback is given to promote longlasting change.

b. Program Key Performance Measure - 85% of participants who successfully complete the program will not receive a new conviction in Allegan County within 12 months.

Data Element - Judicial Data Warehouse and the Jail Management system data will be used to retrieve that data.

Tracking Source -

1. Who is tracking the Data Element? The CCAB Manager will obtain and review this data.
2. How is it being tracked? The successfully completors data will be compared to all new convictions within the county.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Program Description

Group Programming

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Service Description

Pretrial Risk Assessment Services

CCAB: Allegan County	FY: 2024
Local Program Name: Pretrial Assessments	
Service Provider: Allegan County Office of Community Corrections	
CCIS Service Type: F22 - Pretrial Assessment	
Total Projected Number of New Assessments (enrollment): 150	
For Regional CCABs, total projected number of new assessments by member county: NA	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program Status: Continuation	
If modification, describe here: NA	

PRETRIAL RISK ASSESSMENT SERVICES - Provides for risk assessment of pre-adjudicated defendants:

- Validated assessment for pretrial services supervision eligibility.
- Funding under assessment may include the following: the interview with the defendant, criminal history investigation, verification of interview information, and conducting the PRAXIS and subsequent report to include presentation at arraignment.
- Enrollment projections should also include an appropriate calculation of staff's time. The total amount of time spent per projected enrollee should balance with the requested funding amount.

ANSWER ALL QUESTIONS USING "NA" IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM

1. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Pretrial

2. Describe the program:
a. Describe eligibility criteria, including exclusionary criteria, for an assessment: All defendants charged with a felony or serious misdemeanor awaiting arraignment.
b. What programs (PA511 and/or locally funded) require this assessment to determine eligibility? Pretrial Supervision
c. What assessment instrument is proposed? The PRAXIS
d. Is the assessment completed through an interview with the defendant or would the defendant fill out a questionnaire for later scoring? The assessment will be completed through an interview, a criminal history investigation, with the defendant.
e. Is the assessment completed prior to arraignment? Yes
f. Describe the training, certification process, or credentials of the person(s) doing the assessment(s) which qualify him/her to do them – include dates of training/certification and who conducted the training: The CCAB Manager has received training to complete the Praxis. In addition, the CCAB Manager has reviewed the "Praxis Instruction Manual 2017- A Michigan Pretrial Risk Assessment Tool" and "The Standards on Pretrial Release: 2020" by NAPSA, that resulted in additional knowledge used to complete the PRAXIS.
g. How much time is anticipated to score one pretrial risk assessment (not including subsequent development of a recommendation or plan)? 10 minutes.



Service Description

Pretrial Risk Assessment Services

h.	How much time is estimated to interview the defendant? 10 minutes. Explain your response. It is estimated to take 10 minutes per defendant to interview them and receive a clear directional path for their needs.
i.	How much time is estimated to complete a criminal history investigation on the defendant? 10 minutes Explain your response. It is estimated that a complete criminal history investigation will take approximately 10 minutes, which will consist of running that defendant in the TALON system, and documenting any and all criminal history convictions.
j.	How much time is estimated to verify interview information? 10 minutes Explain your response. It is important to verify the information the defendant provided in the interview. That could take up to 10 minutes depending on the results of the interview.
k.	How much time is estimated to complete the subsequent report, including the presentation at arraignment/court? 20 minutes Explain your response. It is estimated that it will take 20-30 minutes per defendant to complete all subsequent reports including a presentation at arraignment, if needed.
l.	What is the total amount of time required to complete the assessment process? (add the time responses to questions i. through m.) The total amount of time it is estimated to take per individual, is 1 hour.
m.	Is subsequent verification of information attempted prior to making a recommendation or determining eligibility? Yes
n.	Is the recommendation written? Yes
o.	For defendants who do not gain release, does your County utilize a review process (sequential review)? Choose an item. Explain: Each defendant who receives the assessment can be reviewed at a later time for possible approval for services.
p.	Is information about the number of completed assessments entered in COMPAS Case Manager and tracked for CCIS purposes? Yes, it will be entered weekly, and more frequently if needed.
q.	Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: This program will assess pretrial defendants for eligibility into the Pretrial Supervision Program. The assessment must occur to provide adequate documentation, such as the completion of the PRAXIS to determine eligibility requirements and levels of supervision.
<p>3. Evaluation is part of evidence-based principles which you must identify in section (a). Required key performance measures for this program are identified in section (b). You may include additional key performance measures as well. Be sure to include the data source, how its tracked and measured. <u>NOTE</u>: Successful completion of programming, if listed as the only key performance measure, is not sufficient.</p>	
<p>a. Describe how this program meets each of the following Evidence Based Principles:</p> <p>1. Assess Actuarial Risk/Needs - This program meets the evidence based principles by utilizing the PRAXIS for the screening and needs assessments. The PRAXIS is a reliable tool used to</p>	



Service Description

Pretrial Risk Assessment Services

determine the level of risk and needs for participants and it will instruct how intense the level of supervision is needed based on the risks identified in the PRAXIS to be effective in meeting the objective, while providing the least restrictive services for the participant.

2. **Enhance Intrinsic Motivation** - Through support of the PRAXIS, Pretrial Supervision encourages willful participation through least restrictive means.
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** -The PRAXIS specifically assesses public safety and appearance risk for pretrial defendants.
 - b. **Need Principle: Target interventions to criminogenic needs** -NA
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** -NA
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** -NA
 - e. **Treatment Principle: Integrate treatment into the full sentence/sanction requirements** -NA
4. **Skill Train with Directed Practice** - Through the support of the PRAXIS, Pretrial Supervision encourages and allows participants to practice compliance with pretrial release orders in the least restrictive environment while honoring due process.
5. **Increase Positive Reinforcement** - Through the support of the PRAXIS, continued compliance with pretrial supervision rules and expectations results in reduced requirements when appropriate.
6. **Engage Ongoing Support in Natural Communities** - Through the support of the PRAXIS, Pretrial Supervision utilizes participants natural resources and makes referrals to relevant/helpful community-based supports and programming when appropriate.
7. **Measure Relevant Processes/Practices** – It captures statistical data regarding concurrence and release rates.
8. **Provide Measurement Feedback** – It shares data regarding the supervision process and effectiveness of interventions with stakeholders.

b. **Program Key Performance Measure** - *Concurrence Rate – (REQUIRED) – Enter your projected percentage in the text box: 85 % of OCC-funded defendants will have release decisions/court-ordered bail corresponding with their assessed risk level (PRAXIS).*

Data Element - PRAXIS and Pretrial Release Order/Decision.

Tracking Source -

1. **Who is tracking the Data Element?** The CCAB Manager will track this.
2. **How is it being tracked?** The CCAB Manager will review the data from all of the Pretrial Assessments that were sent to the courts, and compare it to the release decisions that were made.
3. **At what frequency is it being tracked?** This will be tracked quarterly.



Service Description

Pretrial Risk Assessment Services

Program Key Performance Measure – **Release Rate (REQUIRED)** - Enter your projected percentage in the text box: **80 % of OCC-funded defendants will secure release pending case disposition.**

Data Element - Pretrial Release Order

Tracking Source –

1. Who is tracking the Data Element? The CCAB Manager.
2. How is it being tracked? The CCAB Manager will track this with the Pretrial Release Order review.
3. At what frequency is it being tracked? This will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Program Description

Pretrial Supervision Services

CCAB: Allegan County	FY: 2024
Local Program Name: Pretrial Supervision	
Service Provider: Allegan County Office of Community Corrections	
CCIS Service Type: F23 – Pretrial Supervision Services	
Total Projected New Enrollment: 30	
For Regional CCABs, total projected new enrollment by member county: NA	
Projected Length of Stay in Days: 90	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program Status: Continuation	
If modification, describe here: NA	

SUPERVISION SERVICES – *Pretrial supervision should utilize the least restrictive means while working to promote court appearances and public safety.*

- Funding under Pretrial Supervision Services may include the following: court reminders (if not available through other means), report methodology and frequency that comports with the assessed level of risk and written compliance reports to the Court.
- Electronic monitoring is supported for the following: those charged with an OUIL III, victim cases, serious misdemeanors and non-violent felonies scoring 6 or higher (PRAXIS) and/or a violent felony scoring 3 or higher (PRAXIS).
- Supervision programs are not intended to simply provide access to substance abuse testing absent other supervision activities.
- You are required to complete a G17 Substance Abuse Testing program description if you are requesting funds for pretrial substance abuse testing, as part of your pretrial supervision plan.
- OCC requires that an objective pretrial assessment be used before defendants are referred for pretrial supervision.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Pretrial

2. Describe the program:
<p>a. A Pretrial risk assessment is mandatory for pretrial supervision services. What are your eligibility criteria based on the assessed risk levels? Be sure to include assessment scores. For Pretrial Supervision without electronic monitoring, the Pretrial defendants who score moderate (scoring 3-5) to high (scoring 6-9) on the PRAXIS will be eligible. For electronic monitoring defendants, they must be: 1) Charged with OUIL-3rd; -OR- 2) Have a victim case; -OR- 3) Serious misdemeanor or non-violent felony with a PRAXIS score of 6 or higher; -OR- violent felony with a PRAXIS score of 3 or higher.</p>
<p>b. If using electronic monitoring (GPS and/or SCRAM) answer and clearly explain the following questions (use NA if not applicable to your program):</p> <p>**Refer to the first page for information on pretrial EM eligibility information.</p>
<p>i. What kind of equipment/system: GPS monitoring.</p>



Program Description

Pretrial Supervision Services

	ii. Vendor for equipment/service: Attenti
	iii. Cost assessed by the vendor per unit/defendant/day (clearly describe): GPS unit per day is \$10, and a \$25 installation fee per unit.
	iv. Who does the equipment installation/retrieval? The CCAB Manager will install/retrieve the equipment.
	v. Who sets up schedules and/or monitors compliance? The CCAB Manager will install/retrieve the equipment.
	c. What are your supervision reporting requirements, i.e. frequency and type of reporting? Phone reporting and in person reporting will be utilized in this program. Frequency of reporting requirements are determined by the PRAXIS. The least restrictive will be the best practice, to align with the NAPSA guidelines. Phone reporting will be the most frequently used form of contact.
	d. What is your average daily caseload per full time equivalent position (FTE) for pretrial supervision? 10
	e. What happens during a typical “check-in” and how long is it estimated to take? Court date reminder: <input checked="" type="checkbox"/> Verification of address: <input checked="" type="checkbox"/> New criminal contact: <input checked="" type="checkbox"/> Verification of bond conditions: <input checked="" type="checkbox"/> Referrals to programs: <input checked="" type="checkbox"/> Other (describe): Verification of any other court ordered pretrial supervision requirements not addressed above, as well as drug testing during these check ins, if required by the pretrial bond conditions. Time per check in (including the time to complete compliance report documentation) 15 minutes
	f. Does the program design include collateral contacts with family, employer, school, treatment provider, etc.? No
	g. This program uses PA-511 funds for drug/alcohol testing. If you select “uses PA-511 funds” then you are required to complete a G17 Substance Abuse Testing program description.
	h. Pretrial release conditions which include drug/alcohol testing should be limited. Describe the County’s plan should a defendant test positive for a controlled substance. What interventions are available and presented to the court and/or defendant: The plan for positive drug tests will be to refer the defendant to the treatment provider for a substance abuse assessment or treatment.
	i. How is the County’s plan mentioned in (h.) documented per defendant? Progress reports will be completed and submitted to the Defense Attorney, the Prosecutor, and the PSI writer for each defendant.
	j. Are compliance reports shared with MDOC PSI writers? Yes, they will be shared with the MDOC PSI Writer.
	k. Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: Pretrial Supervision is tailored and individualized to a defendant's assessed risk levels and geared to promoting court appearance and public safety.



Program Description

Pretrial Supervision Services

3. Provide the following information:

(For CCABs requesting a new initiative, provide the expected or current Appearance and Public Safety Rates as defined below)

- a. **What is your current Appearance Rate? 100%** (The percentage of released defendants on OCC-funded pretrial supervision who attend all scheduled court appearances pending case disposition.)
- b. **What is your current Public Safety Rate? 50%** (The percentage of released defendants on OCC-funded pretrial supervision who are not charged with a new criminal offense pending case disposition.)
- c. **What is your current Success/Compliance Rate? 100%** (The percentage of released defendants on OCC-funded pretrial supervision who appear for all scheduled court appearances and are not charged with a new crime pending case disposition.)

4. Evaluation is part of evidence-based principles which you **must** identify in section (a). Required key performance measures for this program are identified in section (b). You may identify additional key performance measures as well. Be sure to include the data source, how its tracked and measured.

a. Describe how this program meets each of the following Evidence Based Principles:

1. **Assess Actuarial Risk/Needs** - Release/bond/supervision conditions are based on assessed risk through utilization of the PRAXIS.
2. **Enhance Intrinsic Motivation** - Encourages willful participation through least restrictive means.
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** -Utilizes court reminder calls made by the Allegan County Office of Community Corrections to increase appearance and compliance..
 - b. **Need Principle: Target interventions to criminogenic needs** -NA
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** -NA
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** -NA
 - e. **Treatment Principle: Integrate treatment into the full sentence/sanction requirements** -NA
4. **Skill Train with Directed Practice** - Encourages and allows participant to practice compliance with pretrial release order in least restrictive environment while honoring due process.
5. **Increase Positive Reinforcement** - Continued compliance with supervision rules and expectations results in reduced requirements when appropriate.
6. **Engage Ongoing Support in Natural Communities** - Utilizes participants natural resources and makes referrals to relevant/helpful community-based supports and programming when appropriate.
7. **Measure Relevant Processes/Practices** - Captures statistical data regarding aspects of supervision process, including public safety rate, appearance rate, electronic monitoring compliance, and success rates.



Program Description

Pretrial Supervision Services

8. Provide Measurement Feedback - Shares data regarding the supervision process and effectiveness of interventions with stakeholders.

b. Program Key Performance Measure – **Appearance Rate (REQUIRED)** – Enter your projected percentage in the text box: **90 % of released defendants on OCC-funded pretrial supervision will attend all scheduled court appearances pending case disposition.**

Data Element - Court data for Failure to Appear information.

Tracking Source -

1. Who is tracking the Data Element? The CCAB Manager will obtain and track this data.
2. How is it being tracked? This will be tracked via a spreadsheet and/or the Northpointe CCM.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Program Key Performance Measure – **Public Safety Rate (REQUIRED)** – Enter your projected percentage in the text box: **90 % of released defendants on OCC-funded pretrial supervision will not be charged with a new criminal offense pending case disposition.**

Data Element - ail Management Data and/or Court Arraignment Docket.

Tracking Source –

1. Who is tracking the Data Element? The CCAB Manager will obtain and track this data.
2. How is it being tracked? This information will be tracked via a spreadsheet and/or the Northpointe CCM.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Program Key Performance Measure – **Success/Compliance Rate (REQUIRED)** – Enter your projected percentage in the text box: **90 % of released defendants on OCC-funded pretrial supervision will appear for all scheduled court appearances and will not be charged with a new criminal offense pending case disposition.**

Data Element - Northpointe CCM and Jail/Court data management systems.

Tracking Source -

1. Who is tracking the Data Element? The CCAB Manager will obtain and track this information at program completion.
2. How is it being tracked? This data will be tracked via a spreadsheet and/or the Northpointe CCM.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA



Program Description

Pretrial Supervision Services

2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Program Description

Group Programming

CCAB: Allegan County	FY: 2024
Local Program Name: Seeking Safety	
Service Provider: Allegan County Office of Community Corrections	
CCIS Service Type: C01 - Cognitive	
Total projected number of new enrollments: 40	
For Regional CCABs, projected number of new enrollments per member county: NA	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program status: Continuation	
If modification, describe here: NA	

GROUP/CLASS DELIVERED PROGRAMMING –

- This form is for program activities delivered through a group or class-type structure.
- Groups that are cognitive in nature must be separate for both male and female populations.
- When developing eligibility criteria, think about what behavior or characteristics in addition to addressing PCRs or jail utilization that the program is intended to address.
- Cognitive, Employability Skills, Education and Domestic Violence programs are all programs that would use this form.
- If this form is utilized for an Employability Skills group, the County must clearly identify how it is not a duplication of services provided through the Michigan Works Agency or other local workforce development agencies in (3.h.).
- G00 is an option for “other” group-type programming not specifically identified here (discuss with your assigned Community Corrections Specialist first).
- Pretrial defendants who are not convicted are not an eligible Target Population on this form. For exceptions, please discuss with assigned Community Corrections Specialist first.

ANSWER ALL QUESTIONS USING “N/A” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. What is your target population?
<input checked="" type="checkbox"/> Sentenced Felons <input type="checkbox"/> Other (include eligibility criteria): NA

2. Describe the program:
<p>a. What is your referral process to this program? The CCAB Manager will interview the sentenced felons and determine eligibility based on their COMPAS scores, which will be retrieved from the MDOC Probation Department. Referrals from the courts and the MDOC Probation Department will be accepted, as well.</p>
<p>b. What assessment is used, identify the tool: The COMPAS Score is the assessment tool used for program eligibility.</p>
<p>c. Who completes the assessment? The assessment is completed by the MDOC Probation Agents prior to enrollment in the program by completing a COMPAS.</p>
<p>d. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact for your target population(s).</p> <p style="margin-left: 20px;">Sentenced Felons:</p>



Program Description

Group Programming

You must identify the number of scales required for eligibility here: 1

- | | | |
|--|---|--|
| <input type="checkbox"/> Vocational/Education | <input type="checkbox"/> Social Environment | <input checked="" type="checkbox"/> Criminal Association |
| <input checked="" type="checkbox"/> Substance Abuse | <input checked="" type="checkbox"/> Residential Instability | |
| <input checked="" type="checkbox"/> Cognitive Behavioral | <input checked="" type="checkbox"/> Family Criminality | |
| <input checked="" type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | |
| <input type="checkbox"/> Leisure & Recreation | <input checked="" type="checkbox"/> Criminal Opportunity | |

Gender Responsive Scales:

- Experiences of Abuse as an Adult
- Experiences of Abuse as a Child
- Relationship Dysfunction
- Parental Stress

Felony Probation Violator, regardless of COMPAS Assessment Score

e. Describe the program design (programs using this description form should be delivered through a group or class structure):

i. Name of curriculum: **Seeking Safety by Lisa Najavits.**

ii. Identify what skills are taught in this program: **The skills that are taught in this program are as followed: "change-work" assignments include: Thought Process Diagram (think-feel-act), Self-Talk, Stop and Think (SAT), Think About Thinking (TAT), Use of Cognitive and Behavioral Tools (CBTs) to be more successful on probation, Identification of Rational vs. Irrational Thinking, Identification of Cognitive Distortions/Thinking Errors (as well as CBTs to address), Motivation Ruler, Values versus Behaviors, Identification of Self-Defeating Beliefs/Attitudes and Alternative Beliefs/Attitudes, Perceptions and Empathy, Cognitive and Behavioral Emotion Management Strategies (to address impulsivity, self-regulation, frustration tolerance, and risk-taking), Problem Solving, Consider All Factors (CAF), Consider All Consequences (CAC), Consider All Benefits (CAB), Consider All Alternatives (CAA), Cognitive and Behavioral Strategies to address environmental risk factors (peers and leisure activities), Client identification of criminogenic risks, needs, and responsivity factors, Goal-setting and Planning. New cognitive and behavioral habits and routines are necessary for changed behavior, so "change-work" / homework is an essential element. Clients are required not only to attend and participate but also to complete assignments and practice new skills and approaches outside of group.**

iii. Is the group open or closed? **Open**

iv. What is the minimum/maximum number of participants per group, as identified in the curriculum? **The minimum number of participants is 3 and the maximum is 10.**

v. Minimum number of group sessions attended for successful completion: **The minimum number of group sessions attended for a successful completion is 12.**



Program Description

Group Programming

vi. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: **All participants, whether in custody or out of custody, will continue with group until completion. When transitioning between the two, they would just attend group as usual maintaining the same schedule they had prior to the transition. Essentially, the group members remain the same regardless of their incarceration status.**

f. Identify the training or credentials held by your service provider qualifying him/her to provide this service: **Groups will be ran by all trained facilitators. The CCAB Manager was trained on September 22, 2022. The second facilitator attended the Seeking Safety Facilitator Training on February 7th, 2023.**

g. How are delivered services and individual progress and participation documented by the service provider and provided to the probation agents and/or referral source? (i.e., progress notes, case notes and/or group notes) **Attendance verification sheets, progress reports, and discharge reports are provided to the CCAB Manager weekly. Then the CCAB Manager will send the Probation Agents monthly status reports on all participants.**

h. Provide any other pertinent information you feel is necessary: **NA**

3. Evaluation is part of evidence-based principles which you **must** identify in section (a.). You are also **required** to develop **at least one key performance measure** for this program in section (b.). Be sure to include the data source, how its tracked and measured. **NOTE:** Successful completion of programming, if listed as the only key performance measure, is not sufficient.

a. Describe how this program meets each of the following Evidence Based Principles:

1. **Assess Actuarial Risk/Needs** - COMPAS Risk Assessment completed by probation staff provides overall criminogenic risk and specific risk areas for each participant.
2. **Enhance Intrinsic Motivation** - Participants become self-motivated as they engage in class and apply the concepts successfully.
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** -This program targets medium to high risk offenders to promote change. This curriculum addresses the needs of the participants who present multiple criminogenic needs.
 - b. **Need Principle: Target interventions to criminogenic needs** -Seeking Safety addresses the criminogenic needs identified in their assessment. These needs are dynamic risk factors and are addressed throughout the several week program.
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** -This program addresses cultural differences/needs, gender needs, developmental stages and learning styles.
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** -Seeking Safety participants are given homework which it is due the following week. In addition, this program requires the participants to attend group weekly. It creates a structured environment for them while attending the program.



Program Description

Group Programming

e. Treatment Principle: Integrate treatment into the full sentence/sanction requirements -NA

4. Skill Train with Directed Practice - This program provides evidence-based programming that teaches a new skill each week with in-class examples and practice as well as assignments to complete and share the following week.

5. Increase Positive Reinforcement - Positive feedback is provided by the facilitator and by group members; bi-monthly updates are provided to the probation officers so that they can also provide positive reinforcement at the check-ins.

6. Engage Ongoing Support in Natural Communities - The facilitator and/or probation officer can make community referrals to address additional issues presented by the participant.

7. Measure Relevant Processes/Practices - Case information is provided weekly to the CCAB Manager which enables the ability to determine successful completions. Once that information is obtained, the data is analyzed to determine whether the goal was met.

8. Provide Measurement Feedback - Once a participant completes each step, measurement feedback is given when appropriate. If not appropriate at each step, once the participants presents their last step, feedback is given to promote longlasting change.

b. Program Key Performance Measure - 85% of participants who successfully complete the program will not receive a probation violation within 12 months of program completion.

Data Element - Judicial Data Warehouse and Jail Management system data will be used to retrieve that data.

Tracking Source -

1. Who is tracking the Data Element? The CCAB Manager will review this data.
2. How is it being tracked? The information is being tracked through the reviewing of the Judicial Data Warehouse and the Jail Management Systems data.
3. At what frequency is it being tracked? This data will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA



Program Description

Group Programming

2. How is it being tracked? NA
3. At what frequency is it being tracked? NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. Who is tracking the Data Element? NA
2. How is it being tracked? NA
3. At what frequency is it being tracked? NA



Service Description

Substance Abuse Testing

For Pretrial Supervision and/or Felony Treatment Court

CCAB: Allegan County	FY: 2024
Service Provider: Allegan County Office of Community Corrections	
CCIS Service Type: G17 - Substance Abuse Testing	
Total Projected New Enrollment: 20	
If Regional CCAB, Total Projected New Enrollment by each member county: NA	
Projected Length of Stay in Days: 90	
Program Location (select all that apply): Community: <input checked="" type="checkbox"/>	
Program Status: Continuation	
If modification, describe here: NA	

IMPORTANT INFORMATION:

- Substance abuse testing cannot be used as a stand-alone program and is, therefore, considered a supportive service. The MOCC will only fund G17 Substance Abuse Testing for the following populations: 1) Sentenced felons participating in a treatment court; 2) Offenders convicted of a felony placed on Delayed or Deferred Sentence who are participating in a treatment court; 3) Pretrial defendants on Pretrial Supervision with a documented history/need for substance abuse testing.
- Supportive documentation, including Court Order, must be on file for all enrollments.
- “Treatment Court” is defined as: Drug Court, Sobriety Court, Hybrid Treatment Court, Mental Health Court, or Veterans Court. *Please note: Swift and Sure Sanctions Probation is NOT a treatment court and is NOT eligible for this service.*
- Substance Abuse Testing Best Practice Standards must be followed.
- This service must comply with Section 2 of CFR-42.
- Because substance abuse testing is part of the Treatment Court model, eligibility screening and substance abuse testing intake/orientation cannot be billed to P.A. 511 funding.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

<p>1. P.A. 511 states eligibility for programming must include moderate to high risk. Please select your target population, eligibility criteria, and supportive documentation for this service (check all that apply):</p>
<p><input type="checkbox"/> Sentenced felony offenders participating in an eligible Treatment Court (Drug Court, Sobriety Court, Hybrid Treatment Court, Mental Health Court, or Veterans Court). <i>Approved Supportive Documentation on file:</i> Verification of treatment court enrollment/participation.</p> <p><input type="checkbox"/> Convicted felony offender on Delayed/Deferred Sentence participating in an eligible Treatment Court (Drug Court, Sobriety Court, Hybrid Treatment Court, Mental Health Court, or Veterans Court). <i>Approved Supportive Documentation on file:</i> Verification of treatment court enrollment/participation.</p>



Service Description

Substance Abuse Testing

For Pretrial Supervision and/or Felony Treatment Court

Pretrial defendants with a current self-identified substance abuse issue or a documented recent history of substance abuse -AND- placed on F23 Pretrial Supervision.

2. This service must meet the following Substance Abuse Testing Best Practice Standards. Please indicate if and how you are in compliance with all of them:

1) Importance of Substance Abuse Testing – Not about “busting” participants. • Identifies those that have relapsed - offers rapid intervention. • Identifies those that are abstinent – guides incentives, and least restrictive requirements. • Integrity of the program

Not Compliant Compliant - **How: If a participant of Pretrial Services tests positive for a substance, the CCAB Manager will connect them with a local provider (Arbor Circle) and gives them their contact information along with contact information for Allegan County Community mental Health and Health Department for additional resources and assistance. In addition, the CCAB Manager will ask them to report an additional time to offer assistance, if needed.**

2) Random testing - Lacking a definite plan, purpose, or pattern. • Odds of being tested are the same on any given day of the week, including weekends and holidays. • The schedule of drug and alcohol testing is random and unpredictable. • Urine tests are delivered no more than 8 hours after a participant is notified to test. • Oral fluid tests should be delivered no more than 4 hours after being notified that a test was scheduled.

Not Compliant Compliant - **How: Currently, the substance abuse testing is administered during random visits throughout their reporting times and the plan is that it will not occur during the same scheduled visit each month.**

3) Frequency (DOES NOT APPLY TO PRETRIAL POPULATION) - Urine testing at least twice per week. • Examine samples for drugs of abuse other than the participant’s drug of choice.

Not Compliant Compliant - **How: NA**

4) Observed Collection - Collection of test specimen is witnessed directly by a trained staff person. • The person collecting the urine sample must be of the same sex.

Not Compliant Compliant - **How: We only have 1 trained staff member to complete these services, which is female. Allegan County uses oral swab testing because we don't have a male trained staff member to provide this service.**

5) The Sample - Test specimens are examined routinely for evidence of dilution and adulteration.

Not compliant Compliant - **How: The test are examined on a monthly basis.**

6) Valid Drug Testing Methodologies - Using to the extent practicable the best available, accepted, and scientifically valid methods: • Oral / saliva testing • Sweat patch • Hair testing • Urine testing • Point of Contact (Instant) Testing Devices • Automated testing • EtG / EtS • Transdermal alcohol

Not compliant Compliant - **How: We use a valid oral/saliva drug test provided by the manufacturer-TSquare.**



Service Description

Substance Abuse Testing

For Pretrial Supervision and/or Felony Treatment Court

7) Confirmation Testing - A confirmation should be mandatory unless the participant admits use on a positive test, • Sanctions should not be imposed without a confirmation or admission

- Confirmatory tests are not withheld due to the participant's inability to pay

Not compliant Compliant - **How: The oral/saliva test provides an immediate test result. The participants are not required to pay for these tests.**

8) Use of Levels - Cutoff levels are not interpreted as evidence of new substance use or changes in participants' substance use patterns.

Not compliant Compliant - **How: The current tests that we use do not provide evidence of levels, just evidence of the presence of drug use.**

9) Chain of Custody - A chain of custody form is completed once a urine sample has been collected. This form ensures the identity and integrity of the sample through transport, testing, and reporting of results.

Not Compliant Compliant - **How: Allegan County does not use urine tests for this process, but instead they use oral/saliva test. If the test results are positive, the chain of custody will occur, maintaining the test in a sealed container, and a positive drug screen report will be completed.**

10) Test Results - Test results, including the results of confirmation testing, are available to the drug court within 48 hours of sample collection.

Not compliant Compliant - **How: NA. This testing will be used for Pretrial Services only, and Allegan County no longer has a Drug Court.**

3. Provide the itemized cost for testing supplies and equipment: **The cost for the drug testing supplies is \$124.75 per case (25 tests in each case). It is estimated that 4 cases will be needed throughout the year. In addition, the cost of PBT straws are approximately 0.30 per straw and it estimated that approximately 100 straws will be needed throughout the year for a total cost of \$30 for PBT straws.**

4. Is PA 511-funded substance abuse testing staff/provider billed hourly or per test? **The OCC funded drug testing will be billed hourly.**

5. If this service supports a Treatment Court: Explain why the Treatment Court is not funding this service: **This service doesn't support a treatment court. Allegan County no longer has a Drug Treatment Court.**

6. If this service supports Pretrial Supervision: Does your County/Region decrease/eliminate substance abuse testing of defendants after sequential negative test results? **Yes**

7. How is defendant/offender participation reported to the treatment court case manager and probation agent or and/or Court? Include frequency of reporting positive and negative tests and types of reports provided such as intake, monthly, termination, etc. **The provider will document the testing and provide a written report to the Defense Attorney, Prosecutor, and PSI writer for any positive tests.**

8. You are **required** to identify at least one Key Performance Measure (KPM) that will measure the intended impact of Substance Abuse Testing as it relates to the program(s) it supports. *NOTE: Successful completion of programming, if a stand-alone KPM, is not acceptable.*



Service Description

Substance Abuse Testing

For Pretrial Supervision and/or Felony Treatment Court

a. Program Key Performance Measure - 90% of all defendants who successfully complete this program will have no positive drug tests while in the program.

Data Element - Substance Abuse Testing Results/Reports.

Tracking Source -

1. **Who is tracking the Data Element?** The CCAB Manager will track this data.
2. **How is it being tracked?** It is being tracked through a spreadsheet.
3. **At what frequency is it being tracked?** This information will be tracked quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. **Who is tracking the Data Element?** NA
2. **How is it being tracked?** NA
3. **At what frequency is it being tracked?** NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. **Who is tracking the Data Element?** NA
2. **How is it being tracked?** NA
3. **At what frequency is it being tracked?** NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source -

1. **Who is tracking the Data Element?** NA
2. **How is it being tracked?** NA
3. **At what frequency is it being tracked?** NA

