

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 FY2021 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 Corrections Grant for FY2021 (October 1, 2021 through September 30, 2022), to continue previously established programs; Career Readiness, Moral Reconciliation Therapy, Re-Entry Case Management, Re-Lapse Prevention, Gatekeeper, Meth Diversion, 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 Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Allegan County Grants

Section I - General Information

Name of Grant	Grant Period / Term
Community Corrections Advisory Board (CCAB) Grant	10/1/2021 - 9/30/2022
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.	200364
Specific Action Requested	BOC Approval	Request Date	3/29/2021
Request Submission Deadline (Date)	5/1/2021	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	\$ 263,008.00	\$	174,684.00
Required Local Match	\$ -	\$	-
County Funding	\$ -	\$	-
TOTAL	\$ 263,008.00	\$	174,684.00

Notes or Additional Information

See Program Goals and Objectives. See Program Summary attached.
 Program Goals provide valuable and necessary quality services to our customers.



Program Description

Program Summary Sheet

CCAB: Allegan County

FY: 2022

SUMMARY INSTRUCTIONS:

1. In the first column, select the code for each program for which you have submitted a funding request. If using DDJR to fund a program, chose the appropriate CPS code then enter "DDJR" after it. Example: "C01 – Cognitive – DDJR." Then enter the number of projected DDJR enrollments in the "Projected New Enrollments" column.
2. In the second column indicate if the program is a "New Initiative, Modification or Continuation." **Please note** –a program description must be included for ALL programs that are listed. Those without a program description will not be considered for funding.
3. In the third column, list out the projected new enrollments.

Program Code:	Status:	Projected New Enrollments:
Program 1: G18 - Outpatient Treatment Programming-	Continuation	40
Program 2: I24 - Community Based Case Management -	Continuation	20
Program 3: C01 - Cognitive Programming -	Continuation	60
Program 4: I25 - Gatekeeper -	Continuation	150
Program 5: B15 - Employment Services -	Continuation	50
Program 6: G18 - Outpatient Treatment Programming-	New Initiative	20
Program 7: F22 - Pretrial Assessment -	New Initiative	50
Program 8: F23 - Pretrial Supervision -	New Initiative	40
Program 9: Z02 - DDJR 5 Day Housing -	New Initiative	25
Program 10: G17 - Substance Abuse Testing -	New Initiative	20
Program 11: Choose an item.	Choose an item.	
Program 12: Choose an item.	Choose an item.	
Program 13: Choose an item.	Choose an item.	
Program 14: Choose an item.	Choose an item.	
Program 15: Choose an item.	Choose an item.	
Program 16: Choose an item.	Choose an item.	
Program 17: Choose an item.	Choose an item.	
Program 18: Choose an item.	Choose an item.	
Program 19: Choose an item.	Choose an item.	
Program 20: Choose an item.	Choose an item.	
Program 21: Choose an item.	Choose an item.	
Program 22: Choose an item.	Choose an item.	
Program 23: Choose an item.	Choose an item.	
Program 24: Choose an item.	Choose an item.	
Program 25: Choose an item.	Choose an item.	



Program Description

Program Summary Sheet



Program Description

5-Day Housing

CCAB: Allegan County	FY: 2022
CCIS Code: Z02	
Total projected number of eligible 5-Day Housing offenders: 25	
For Regional CCABs, projected number per member county: NA	

5-Day Housing is intended to reimburse county jails for housing costs for drunk driver offenders during a period of assessment for treatment and case planning. Reimbursement for housing during the assessment process will be at a rate of \$43.50 per day per offender, up to a maximum of 5 days per offender.

The assessment process is defined as the period in which it takes to complete the required substance abuse assessment as well as additional treatment planning and case management services planning.”

Eligibility is:

- Court arraigned, convicted, and/or sentenced on a MCL 257.625 – 3rd Offense - Operating a motor vehicle under the influence of intoxicating liquor or a controlled substance, or both, 3rd or subsequent offense, under section 625(9)(c) of the Michigan Vehicle Code, 1949 PA 300

If program is utilized, all CCABs MUST verify that the appropriate substance use assessment is completed post-arraignment and prior to sentencing AND all program enrollees MUST be referred to a follow-up program based on the assessment results. All assessment providers must meet contractual criteria.

ANSWER ALL QUESTIONS COMPLETELY

1. Describe the program:
a. How many 5-Day Housing offenders do you project to bill for this fiscal year? 25
b. Calculate your Z02 budget: Projected offenders 25 X \$217.50 = \$5437.50
c. How are 5-Day Housing offenders identified for reimbursement? The offender will be identified as having a current charge of MCL 257.625-3rd offense and is housed in the jail awaiting a substance abuse assessment. .
d. Who and when determines/confirms eligibility? The Gatekeeper will determine eligibility requirements by reviewing the arraignment sheet daily and confirming the charge of MCL 257.625-3rd offense is accurate by running the individuals Criminal History.
e. Identify who is completing the substance use assessment and when: The vendor will complete a substance abuse assessment within the 5 day reimbursement period, and it will be scheduled upon the Gatekeeper determining program eligibility. List the credentials of the service provider: The provider will have their CAADC certification.
f. What type of assessment(s) is used? A substance abuse assessment, including a bio psycho-social and substance abuse screening.



Program Description

Group Programming

CCAB: Allegan County	FY: 2022
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 coordinator first).

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

1. What is your target population?
<input checked="" type="checkbox"/> Sentenced Felons <input checked="" type="checkbox"/> Pretrial <input type="checkbox"/> Other:

2. Describe the program:
<p>a. What is your referral process to this program? All inmates will be screened during the Gatekeeper process.</p> <p>b.</p>
<p>c. What assessment is used, identify the tool: The COMPAS Assessment tool will be used. For Pretrial defendants the Praxis will be used.</p>
<p>d. Who completes the assessment? The MDOC Agents will complete the COMPAS and the the Pretrial Assessment employee will complete the PRAXIS.</p>
<p>e. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact (probable to highly probable). Then, identify the number of scales required for eligibility: 1</p> <p style="text-align: center;"> <input type="checkbox"/> Criminal Involvement <input type="checkbox"/> History of Violence <input checked="" type="checkbox"/> Vocational/Ed <input type="checkbox"/> History of Non-Compliance <input type="checkbox"/> Family Criminality <input type="checkbox"/> Criminal Opportunity <input type="checkbox"/> Current Violence </p>



Program Description

Group Programming

<input type="checkbox"/> Criminal Personality <input type="checkbox"/> Cognitive Behavior <input type="checkbox"/> Leisure and Recreation <input checked="" type="checkbox"/> Social Isolation	<input checked="" type="checkbox"/> Residential Stability <input type="checkbox"/> Substance Abuse <input type="checkbox"/> Criminal Associates/Peers <input checked="" type="checkbox"/> Social Environment
<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>f. 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 completion of Work Keys, completing a career interest inventory, developing a resume and cover letter, keyboarding skills, career coaching (O*NET Program), Computer Literacy, 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: 25</p>	
<p>vi. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: NA</p>	
<p>g. 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>h. 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>i. 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 financial documents for college, and complete Work Keys, while in custody. It, also,</p>	



Program Description

Group Programming

teaches the participants computer literacy skills and interviewing skills all while incarcerated, 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 (a.). You are **required** to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.

- a. **Describe how this program meets evidence-based principles: This program meets evidenced based principles by the number of completions that received successful employment after being released.**
- b. **Program key performance measure(s): 85% of enrolled offenders who successfully completed the program maintained part/full time employment for at least one year upon release from jail.**



Program Description

Outpatient Treatment Programming

CCAB: Allegan County	FY: 2022
Local Program Name: Meth Diversion	
Service Provider: Arbor Circle	
CCIS Service Type: G18 – Outpatient Treatment Services	
Total Projected New Enrollment: 20	
For Regional CCABs, total projected new enrollment by member county: NA	
Projected Length of Stay in Days: 18-24 months	
Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program Status: New Initiative	
If modification, describe here: NA	

GROUP/CLASS DELIVERED PROGRAMMING –

- Groups must be separate for both male and female populations.
- Documentation of assessment for eligibility (with appropriate release of information) must be available during annual file review.
- Use of individual sessions must be described.
- Funding for G18 programming is used to fill the CCAB identified gaps in services.
- If this is an Intensive Outpatient Treatment program, you must use SAMHSA guidelines.

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

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

2. Describe the program:																					
<p>a. The COMPAS assessment is considered a screening tool for outpatient treatment. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact (probable to highly probable). Then, identify the number of scales required for eligibility: 2</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input checked="" type="checkbox"/> Criminal Involvement</td> <td style="width: 33%;"><input checked="" type="checkbox"/> History of Violence</td> <td style="width: 33%;"><input type="checkbox"/> Vocational/Ed</td> </tr> <tr> <td><input checked="" type="checkbox"/> History of Non-Compliance</td> <td><input checked="" type="checkbox"/> Family Criminality</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Criminal Opportunity</td> <td><input checked="" type="checkbox"/> Current Violence</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Criminal Personality</td> <td><input type="checkbox"/> Residential Stability</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Cognitive Behavior</td> <td><input checked="" type="checkbox"/> Substance Abuse</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Leisure and Recreation</td> <td><input checked="" type="checkbox"/> Criminal Associates/Peers</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Social Isolation</td> <td><input type="checkbox"/> Social Environment</td> <td></td> </tr> </table> <p>Gender Responsive Scales:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Experiences of Abuse as an Adult <input checked="" type="checkbox"/> Experiences of Abuse as a Child <input checked="" type="checkbox"/> Relationship Dysfunction <input checked="" type="checkbox"/> Parental Stress 	<input checked="" type="checkbox"/> Criminal Involvement	<input checked="" type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed	<input checked="" type="checkbox"/> History of Non-Compliance	<input checked="" type="checkbox"/> Family Criminality		<input type="checkbox"/> Criminal Opportunity	<input checked="" type="checkbox"/> Current Violence		<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability		<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse		<input type="checkbox"/> Leisure and Recreation	<input checked="" type="checkbox"/> Criminal Associates/Peers		<input type="checkbox"/> Social Isolation	<input type="checkbox"/> Social Environment	
<input checked="" type="checkbox"/> Criminal Involvement	<input checked="" type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed																			
<input checked="" type="checkbox"/> History of Non-Compliance	<input checked="" type="checkbox"/> Family Criminality																				
<input type="checkbox"/> Criminal Opportunity	<input checked="" type="checkbox"/> Current Violence																				
<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability																				
<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse																				
<input type="checkbox"/> Leisure and Recreation	<input checked="" type="checkbox"/> Criminal Associates/Peers																				
<input type="checkbox"/> Social Isolation	<input type="checkbox"/> Social Environment																				



Program Description

Outpatient Treatment Programming

<p><input checked="" type="checkbox"/> Felony Probation Violator, regardless of COMPAS Assessment Score</p>
<p>b. Assessment is the foundation of evidence-based practices. Enrollments in treatment programs should be based upon assessed needs by a licensed or credentialed professional. Please describe your assessment practices below:</p>
<p>i. What assessment is used, identify the tool: The bio-psychosocial assessment will determine eligibility.</p>
<p>ii. Who completes the assessment? The provider who is a licensed professional counselor will complete the assessment.</p>
<p>iii. Does the assessment result in a recommended level of treatment per American Society of Addiction Medicine (ASAM) criteria? Yes</p>
<p>c. Identify who is responsible for confirming eligibility and describe the process. The provider will determine eligibility into the program. Once the referral has been received, a meeting occurs with a representative from the Probation Department, the LPC, and the Case Manager to discuss eligibility. Once eligibility is determined, then the LPC will complete an assessment on the individual. After the assessment, the individual will present at the Meth Diversion Board Meeting, who will vote for acceptance into the program. If the individual is voted into the program, then it will be determined by the sentencing judge to accept the recommendation from the Board for acceptance into the program, which will hold the prison guidelines to in obedience until complete and if successful completion occurs, the individuals sentence is complete.</p>
<p>d. Describe the program design:</p>
<p>i. Name of curriculum or treatment model: The curriculum consists of "A New Direction" by Hazelden.</p>
<p>ii. Identify what skills are addressed within the treatment program: There are several skills identified during the treatment program and these skills consist of "Thinking and identifying behavior patterns, identifying and discussing early chemical use, identifying and understanding boundaries, identifying positive and negative relationships and learning to remove self from the negative ones, healthy problem solving, anger management, understanding and identifying addiction, and identifying addictive thinking habits, seeking safety, and the intensive IOP Matrix.</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 is 3 participants and the maximum participants is 20.</p>
<p>v. How many sessions does this group curriculum provide? It is anticipated that each participant will receive 1 individual session and 2 group sessions per week during the first 2 phases of the program. This will diminish as the stages increase. This converts to approximately 156 session per year and approximately 312 sessions total to successfully complete the program.</p>
<p>vi. Minimum number of group sessions attended for successful completion: 312</p>
<p>vii. If the group occurs in various locations, (jail/residential/community) identify</p>



Program Description

Outpatient Treatment Programming

how participants transition between them: **The group primarily occurs in the community, not in the jail. If a person is incarcerated and in the group, then they are escorted to the location of the group meetings, this may include telehealth services, also. The participant will be incarcerated approximately 45 days prior to being moved out of phase 1, and into phase 2 in which they will attend groups out in the community. They will continue to attend programming in the community or via telehealth for the remainder of the program.**

viii. If individual sessions are part of the program and billed separately, how many individual sessions are anticipated per participant? **There are approximately 75 individual sessions per participant. This may vary depending on the progress of the offender. The number of sessions are high, due to the intensive one on one therapy given to each participant.**

ix. On what basis would individual sessions be used? **Individuals would occur for each participant throughout the program. Each participant would receive 1 individual therapy session per week for the most critical portion of the program. Once the participant moves into phase 4, then they will transition to 1 individual therapy session per month. Once the participant moves into phase 5, they will no longer be attending individual sessions.**

e. Identify the license and/or credentials held by your service provider qualifying him/her to provide this service: **The provider will obtain staff members with the following credentials: MA, LLP, or a CAADC.**

f. 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) **Services are delivered by the vendor and is reported to the CCAB Manager once a month. Monthly invoices are submitted with information including attendance sheets. In addition, a monthly Board Meeting occurs, and updates on each participant is brought up for discussion at that time.**

g. 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 is an intensive substance abuse program lasting about 18 to 24 months, moving into 5 phases successfully in order to graduate and negate a large prison sentence. If this program is not funded, it will likely increase our PCR due to the number of successful completions this program has had. As a pre-qualifier for this program, the participant must have an addiction to Meth and have scoring guidelines of 12 months to life in prison. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions, and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED, attend group sessions 2 times per week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase the participant is in. In**

3. Evaluation is part of evidence-based principles which you **must** identify in (a.). You are **required** to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.



Program Description

Outpatient Treatment Programming

- a. **Describe how this program meets evidence-based principles:** This program meets evidence based principles by what is reported on the OMNI Data each year. The participants of this program are provided with tools needed to correct the criminal behavior, to redirect the addiction and to stop the cycle from generational addiction.
- b. **Program key performance measure(s):** The key performance measure will include, monitoring the recidivism rate for the participants. The recidivism rate will be defined as anyone who successfully completes the program returning to jail on a new charge within 12 months of completion.



Program Description

Group Programming

CCAB: Allegan County	FY: 2022
Local Program Name: MRT	
Service Provider: Allegan County Sheriff's Office	
CCIS Service Type: C01 - Cognitive	
Total projected number of new enrollments: 60	
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 coordinator first).

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

1. What is your target population?
<input checked="" type="checkbox"/> Sentenced Felons <input type="checkbox"/> Pretrial <input type="checkbox"/> Other:

2. Describe the program:
<p>a. What is your referral process to this program? The Gatekeeper will interview the sentenced felons and determine eligibility based on their COMPAS scores, which will be retrieved from the Probation Agents.</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 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 (probable to highly probable). Then, identify the number of scales required for eligibility: 2</p> <p style="text-align: center;"> <input checked="" type="checkbox"/> Criminal Involvement <input checked="" type="checkbox"/> History of Violence <input type="checkbox"/> Vocational/Ed <input checked="" type="checkbox"/> History of Non-Compliance <input checked="" type="checkbox"/> Family Criminality <input checked="" type="checkbox"/> Criminal Opportunity <input checked="" type="checkbox"/> Current Violence </p>



Program Description

Group Programming

- | | |
|--|---|
| <input checked="" type="checkbox"/> Criminal Personality | <input type="checkbox"/> Residential Stability |
| <input checked="" type="checkbox"/> Cognitive Behavior | <input checked="" type="checkbox"/> Substance Abuse |
| <input type="checkbox"/> Leisure and Recreation | <input checked="" type="checkbox"/> Criminal Associates/Peers |
| <input checked="" type="checkbox"/> Social Isolation | <input type="checkbox"/> Social Environment |

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:**

- iii. **Commitment to change**
- iv. **Honesty**
- v. **Trust**
- vi. **Long and short term Goal setting**
- vii. **Keeping Moral Commitments**
- viii. **Healing damaged relationships**
- ix. **Raising Awareness**
- x. **Helping Others**
- xi. **Acceptance**
- xii. **Maintaing a positive change**

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

xiv. 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.**

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

xvi. 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. If appropriate, zoom calls may be used to continue with groups.**

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 Instructor. The instructor has completed an MRT refresher course 3 years ago and then the county**



Program Description

Group Programming

paid for the instructor to attend the Advanced MRT Course 2 years ago. In addition, the county has paid for an additional person to become a certified MRT Instructor, to utilize as a back up instructor, when needed. Refresher training will be utilized, when appropriate.

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, by the CCAB Manager. 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, 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 (a.). You are **required** to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.

- a. **Describe how this program meets evidence-based principles: MRT meets evidence based principles because it has documented studies that show significant increased moral reasoning levels, enhanced life purpose, facilitated increased social support, and has given participants more perceived control over their lives. Consistant research confirms significantly lower rearrests and reincarcerations.**
- b. **Program key performance measure(s): 85% of participants who successfully complete the program will have no new convictions within 24 months of program completion.**



Program Description

Pretrial Risk Assessment Services

CCAB: Allegan County	FY: 2022
Local Program Name: Allegan County Pretrial Assessments	
Service Provider: Allegan County Sheriff's Office	
CCIS Service Type: F22 - Pretrial Assessment	
Total Projected Number of New Assessments (enrollment): 50	
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 type="checkbox"/>	
Program Status: New Initiative	
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: The eligibility criteria for offenders will be defendants awaiting arraignment, with felony charges to be accepted into this program. Those exclusionary items are as followed:
b. The defendant is currently under MDOC supervision
c. The defendant is currently being charged with a assaultive felony crime.
d. The defendant poses a danger to the public.
e. The defendant has a hold for another county.
f. What programs (PA511 and/or locally funded) require this assessment to determine eligibility? Pretrial Supervision
g. What assessment instrument is proposed? ARAT (Allegan Risk Assessment Tool)
h. 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 with the defendant.
i. Is the assessment completed prior to arraignment? Yes
j. 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 training will be taught by the CCAB Manager, using the "Praxis Instruction Manual 2017- A Michigan Pretrial Risk Assessment Tool" and "The Standards on Pretrial Release: 2020" by NAPSA.



Program Description

Pretrial Risk Assessment Services

k.	How much time is anticipated to score one pretrial risk assessment (not including subsequent development of a recommendation or plan)? 10 minutes.
l.	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.
m.	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.
n.	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.
o.	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.
p.	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.
q.	Is subsequent verification of information attempted prior to making a recommendation or determining eligibility? Yes
r.	Is the recommendation written? Yes
s.	For defendants who do not gain release, does your County utilize a review process (sequential review)? Choose an item. Explain: Yes, each defendant who receives the assessment can be reviewed at a later time for possible approval for services. This will likely occur just prior to arraignment or during the Pretrial Conference in Circuit Court to attempt Judges approval if appropriate.
t.	Is information about the number of completed assessments entered in COMPAS Case Manager and tracked for CCIS purposes? Yes, it will be entered monthly, and more frequently if needed.
u.	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 ARAT (PRAXIS) to determine eligibility requirements and levels of supervision.
3.	Percentage of OCC-funded defendants screened whose release decision matches the pretrial risk assessment? (Concurrence rate) The expected rate is 85%. For CCABs requesting a new initiative provide the expected or current concurrence rate as defined above.
4.	Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.



Program Description

Pretrial Risk Assessment Services

- a. Describe how this program meets evidence-based principles: This program utilizes the ARAT, which is designed to be consistent with the national best practices and Pretrial Services Legal and Evidence-Based Practices.
- b. Program key performance measure(s): 85% of defendants screened will have release decisions that match the pretrial risk assessment results.



Program Description

Pretrial Supervision Services

CCAB: Allegan County	FY: 2022
Local Program Name: Allegan County Pretrial Supervision Services	
Service Provider: Allegan County Sheriff's Department	
CCIS Service Type: F23 – Pretrial Supervision Services	
Total Projected New Enrollment: 40	
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 type="checkbox"/> Residential: <input type="checkbox"/> Community: <input type="checkbox"/>	
Program Status: New Initiative	
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, high risk 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:
<ul style="list-style-type: none"> 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. Defendants eligible for F23 Pretrial Supervision are limited to the following: b. Defendants charged with an OUIL III c. Defendants with victim cases d. High risk misdemeanor defendants and non-violent felony defendants scoring 6 or higher (PRAXIS). e. Violent felony defendants scoring 3 or higher (PRAXIS) f. Other felony defendants who score moderate to high on the PRAXIS will be given consideration dependent on circumstances (overrides will be approved by the Community Corrections Specialist).



Program Description

Pretrial Supervision Services

g.	If using electronic monitoring (GPS and/or SCRAM) answer and clearly explain the following questions (use NA if not applicable to your program): **Refer to the first page for information on pretrial EM eligibility information.
i.	What kind of equipment/system: GPS monitoring.
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 OCC Pretrial Supervision Case Managers will install/retrieve the equipment.
v.	Who sets up schedules and/or monitors compliance? The OCC Pretrial Supervision Case Managers will monitor compliance and schedules for the participant.
h.	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 ARAT (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.
i.	What is your average daily caseload per full time equivalent position (FTE) for pretrial supervision? 10
j.	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.
k.	Does the program design include collateral contacts with family, employer, school, treatment provider, etc.? Yes
l.	This program uses PA-511 funds for drug/alcohol testing. <i>If you select "uses PA-511 funds" then you are required to complete a G17 Substance Abuse Testing program description.</i>
m.	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.
n.	How is the County's plan mentioned in (h.) documented per defendant? Progress reports will be completed and submitted to the Judge for each defendant. Included in the progress reports will be a statement regarding any incident, along with documentation of a plan that both the Case Manager signs along with the Defendant.
o.	Are compliance reports shared with MDOC PSI writers? Violations of bond



Program Description

Pretrial Supervision Services

<p>conditions will be shared with the Prosecutor and Defense Attorney. Then prior to sentencing, a pretrial supervision summary will go to the Prosecutor, the Defense Attorney, and the PSI writer.</p>
<p>p. 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.</p>
<p>3. Provide the following information: <i>(For CCABs requesting a new initiative, provide the expected or current appearance and public safety rates as defined below)</i></p>
<p>a. What is the appearance rate for those enrolled in pretrial supervision funded through OCC? It is expected that if Allegan County is approved for Pretrial Services, then the appearance rate will be 85%. (The percentage of OCC-funded supervised defendants who make all scheduled court appearances.)</p>
<p>b. What is the public safety rate? It is expected that if Allegan County is approved for Pretrial Services, then the public safety rate will be 85%. (The percentage of released defendants on OCC-funded supervision who are not charged with a new criminal offense before adjudication.)</p>
<p>4. Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.</p>
<p>a. Describe how this program meets evidence-based principles: This program meets evidenced based principles that have been established by NAPSA. The PRAXIS is designed to be consistent with best practices and Pretrial Services Legal and Evidence-Based Principles. The risk assessment is research based and has been validated in multiple jurisdictions.</p> <p>b. Program key performance measure(s): 85% of defendants enrolled in pretrial supervision will attend all scheduled court appearances and have no new criminal charges while in the program.</p>



Program Description

Gatekeeper

CCAB: Allegan County	FY: 2022
Local Program Name: Gatekeeper	
Service Provider: Allegan County Sheriff's Office	
CCIS Service Type: I25 - Gatekeeper	
Total Projected New Enrollment: 150	
For Regional CCABs, total projected new enrollment by member county: NA	
Program Status: Continuation	
If modification, describe here: NA	

Gatekeeper is a *process or function* rather than a program as we typically think of it.

- If the majority of program referrals come from an outside source, Gatekeeper should not be requested (examples: referrals from probation agents, judges, defense attorneys, etc.).
- Gatekeeping includes initial screening for program eligibility (not assessment) such as determining if the offender meets established target and preliminary eligibility criteria and the subsequent referral and COMPAS Case Management (CCM) enrollment in programming as appropriate.
- Projections should also include an appropriate calculation of the Gatekeeper's time. The total amount of time spent per projected enrollee should balance with the requested funding amount. Gatekeeping services should be limited to no more than one hour per enrollee.
- Subsequent data entry such as termination/discharge from programming is a function under administration.

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

<p>1. Program screening and referral is an expected function of MDOC Probation Supervision. Please explain how this existing service is inadequate for your Comprehensive Corrections Plan and why Gatekeeper Services are needed: Gatekeeper is needed in Allegan County in order to provide appropriate programming for sentenced felons, whether incarcerated or not. Provide the estimated percentage of program referrals that come from a source OTHER than gatekeeping: 5%</p>
<p>2. Please answer all of the following:</p>
<p>a. This service functions as a Gatekeeper for Both PA-511 & Non PA-511 Programs</p>
<p>b. Describe the steps taken to determine offender eligibility for a program: The Gatekeeper will monitor the sentencing report to obtain information on sentenced felons throughout the county.</p>
<p>c. The Gatekeeper will attempt to retrieve the sentenced felon's COMPAS Score to determine eligibility.</p>
<p>d. Then the Gatekeeper will screen those individuals for appropriate programming and placement, if their eligibility meets the criteria.</p>
<p>e. Estimate how long it takes to determine eligibility, make referrals and complete CCM data entry for a new offender: It is estimated that it would take approximately 30 minutes a for a new offender, once the COMPAS Score is received. For an established offender: It is estimated that it would take approximately 15 minutes for</p>



Program Description

Gatekeeper

<p>an established offender.</p>
<p>f. Do you meet with the offender to do the screening or work from referral documents? Explain: Yes, the Gatekeeper will meet with the offender, sometimes in person or via a phone conversation. It is critical to meet with the potential participant as part of the screening process to determine their willingness to participate, the ability to pay any additional associated fees not covered, and their ability to secure reliable transportation for the programming..</p>
<p>g. What PA511 programs does this Gatekeeper screen/refer for? The Gatekeeper screens for the following PA511 programs:</p> <p>h. G18-Relapse Prevention</p> <p>i. I24-Re-entry Case Management</p> <p>j. B15-Career Readiness</p> <p>k. C01-MRT</p>
<p>l. What non-PA511 programs does this Gatekeeper screen/refer for? The Gatekeeper screens for the following non PA511 programs:</p> <p>m. GED</p>
<p>n. What percentage of your requested CPS budget is in this line item? 6%</p>
<p>o. Review your answers above. Summarize other aspects of this service not specifically identified above that you feel are critical to understanding this function: The Gatekeeper program is vital to a successful placement into the appropriate programs. Each participant that is referred will be screened by the Gatekeeper to determine eligibility requirements. The Gatekeeper will provide an opportunity for program participation, which if completed successfully, could result in a decrease in offenders being sent to prison, and instead they are sentenced to stay locally, which will reduce the Overall Prison Commitment Rate. The Gatekeeper has the ability to funnel the targeted population into the appropriate programs, resulting in a successful change and a safer community.</p>
<p>3. As Gatekeeping is not necessarily a “program”, specific contributions toward the below objectives may not be obvious. Answer as appropriate.</p>
<p>a. Will this program reduce prison commitments? Yes</p>
<p>i. Clearly describe how this program will impact the PCR: The Gatekeeper program alone will not impact the Prison Commitment Rate, however if used in conjunction with the other programs, it will. This program is the necessary key to obtain enrollments into programming. It is the evidenced based screening/assessment of offenders needed to refer them into the appropriate programs.</p>
<p>b. Is this program intended to impact recidivism? Yes</p>
<p>i. Clearly describe how recidivism will be impacted: The Gatekeeper program alone will not impact the Prison Commitment Rate, however if used in conjunction with the other programs, it will. This program is the necessary key to obtain enrollments into programming. It is the evidenced based screening/assessment of offenders needed to refer them into the appropriate programs.</p>
<p>4. Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure</p>



Program Description

Gatekeeper

to include the data source, how its tracked and measured.

- a. Describe how this program meets evidence-based principles: This program meets evidence-based principles because the Criminogenic Needs reflected on the COMPAS Results indicate the needs of the individuals that are being assessed, and the participants will be enrolled in the appropriate programming which will provide the necessary tools to not reoffend, and potentially reducing the Prison Commitment Rate.
- b. Program key performance measure(s): A key performance measure will be to monitor the number of referrals being made into programs, and confirm the eligibility by using COMPAS Scores, with a comparison of successful program completions for those programs, will be used.



Program Description Case Management

CCAB: Allegan County	FY: 2022
Local Program Name: Re-entry Case Management	
Service Provider: Arbor Circle	
CCIS Service Type: <i>I24 – Community Based Case Management</i>	
Total Projected New Enrollment: 20	
Projected Length of Stay in Days: 120 days	
For Regional CCABs, projected enrollment 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	

CASE MANAGEMENT –

- P.A. 511 states eligibility for programming must include moderate to high risk in a State approved assessment. For the purposes of case management, a minimum of 3 needs, scoring probable to highly probable, must be identified in the participant file documentation.
- Must include the development of a case plan based on the identified needs, linking to services and resources, and possible advocacy.
- Clearly explain why additional case management beyond what is provided by probation supervision is necessary to help achieve your objectives.
- Case Management is *not* used to simply do data entry for offender enrollment and termination.
- If you have questions about what form to use or if your program really is “case management” please contact your Community Corrections Specialist.

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"/> Sentenced Felons <input checked="" type="checkbox"/> Other: Pretrial

2. Describe the program:
<p>a. What is your referral process to this program? The Gatekeeper will provide the vendor with referrals of eligible individuals for the Re-entry Program based upon their COMPAS Scores.</p>
<p>b. Identify the name of the assessment used to determine eligibility: The name of the assessment is “Re-entry Transition Plan.” This assessment covers Risk Level, Treatment, and Criminogenic Needs, Interventions Needed, Benefits (ex: medical), a plan in place for release, Transportation, Housing, Medical/Mental Health/Dental needs, Substance Abuse Counseling/Treatment, Family, Education, Employment, Financial Obligations, In-Jail Program Participation, and Additional Information/ Case Goals/ Immediate Needs.</p>
<p>c. Explain how case management addresses the identified needs scales and establishes</p>



Program Description

Case Management

<p>goals and objectives: The Case Manager will meet with the participant once they have been approved for the program to do an individualized analysis of their case management/reentry needs. A written Re-entry Plan will be developed to address the participants short and long term needs and goals, with specific steps that are needed to address them. Special attention is paid to the period of time immediately following incarceration. The participant will be provided with a copy of the plan, as well as service/program contact information and scheduled appointments. The Case Manager will plan to be present at the time of release from custody to assist the participant with the transition back into the community. The Case Manager will continue contact through phone calls, home visits, referrals, and direct support to assist the participant with the transition back into the community and to assist the individual in meeting the goals set.</p>
<p>d. What is the frequency of contact with the individual? Prior to release from the Allegan County Corrections Center, the Case Manager will meet with the participant at least 2 times prior to release of custody to ensure that a reentry plan has been completed and goals have been set. In addition, the Case Manager will pick up the participant from jail and spend approximately 3 hours with them working on the goals set by the participant. Also, the contact within the first 72 hours of release will be critical so there will be frequent phone calls made during that time to the participant for support. After that, additional services will be provided to the participant utilizing phone calls, visits, and referrals determined by the needs of the participants, up to 5 additional months after release.</p>
<p>e. What happens during a typical session with an individual and how long is it estimated to take? The typical session with the participant will consist of conversations and updates about their needs since their last visit with the Case Manager. The Case Manager will discuss their current and additional needs with the participant and provide the necessary services based on the participants needs. Those services will consist of referrals, ideas and educational material to assist the participant in meeting the goals of this program.</p>
<p>f. Does the program design include contacts with social supports such as: family, employer, school, treatment provider, etc.? Explain: Yes, the Case Manager will contact family members, the participants probation officer, educational services, employments services, housing programs, treatment providers, and other community partners needed to assist the participant in meeting their needs.</p>
<p>g. Does the program assist offenders with securing identification and/or refer to additional social or supportive services such as health care or clothing assistance? Explain: Yes, the Case Manager will work with the participants to connect these services within the community to obtain the goals that have been set.</p>
<p>h. Case plans are required for all enrolled participants. How are delivered services and progress and participation documented by the service provider and provided to the probation agents and/or referral source? (i.e., progress notes or case notes)? Collaboration between the provider and CCAB Manager will be ongoing from screening to discharge from case management services. The CCAB Manager will send out regular updates to the Probation/Parole Departments regarding each participant and the progress they are making. All referrals that occur will come from the</p>



Program Description

Case Management

<p>Gatekeeper to the provider. Monthly progress reports will be provided to the CCAB Manager.</p>
<p>i. How does this program differ from the services provided by the probation department? Case Management begins in the jail with regular contact between the participant and the Case Manager. Before the participant leaves the jail, they have received a case management assessment, bio-psychosocial assessment, assistance getting identification, health insurance needs, referral information for community programs and assistance based on their assessed needs. With the help of the Case Manager, the participant will have transportation from the jail to the providers office, and will work with the Case Manager to transition into the community with a plan for success already in place. Probation agents are not able to provide this level of intense contact and assistance to the participant that begins during incarceration and continues into the community. In addition, a probation agent's case load is much larger than the case manager's for this program, so if these services were provided by the Probation department, then it would diminish the ability to individualize each participant in this program.</p>
<p>j. Why can probation agents NOT provide this level of service? Due to the large caseload size carried by the probation agents, this level of intense services cannot be provided. The caseload carried by the provider's case managers will be significantly smaller so that they can be present at the jail and out in the community frequently to meet with the participants and provide individual service as needed by the participants.</p>
<p>k. Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: As part of the case management role, building intentional supportive relationships with participants, incorporating positive self-disclosure, role modeling and instilling hope, are critical to having success with this population. The provider will offer a depth of treatment, education, prevention and recovery supports for individuals and their families following release. The Case Manager will assist with navigating internal and external support and service options through warm hand-offs. Outcomes from other re-entry programming in the jail setting, demonstrates the effectiveness of intensive client contact and support during and following incarceration to reduce recidivism.</p>
<p>3. Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.</p>
<p>a. Describe how this program meets evidence-based principles: This program meets the evidence-based principles by utilizing the COMPAS Scores needs and assessment to determine where the gaps in services are. This program assist with filling in those gaps to provide an opportunity for a successful transition, which will have a positive impact in a reduction of the Prison Commitment Rate.</p> <p>b. Program key performance measure(s): The key performance measure will be to review the successful participants and any recidivism rates that occur with 12 months of successful completions.</p>



Program Description

Outpatient Treatment Programming

CCAB: Allegan County	FY: 2022
Local Program Name: Relapse Prevention	
Service Provider: Arbor Circle	
CCIS Service Type: G18 – Outpatient Treatment Services	
Total Projected New Enrollment: 40	
For Regional CCABs, total projected new enrollment by member county: NA	
Projected Length of Stay in Days: 60	
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 –

- Groups must be separate for both male and female populations.
- Documentation of assessment for eligibility (with appropriate release of information) must be available during annual file review.
- Use of individual sessions must be described.
- Funding for G18 programming is used to fill the CCAB identified gaps in services.
- If this is an Intensive Outpatient Treatment program, you must use SAMHSA guidelines.

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"/> Sentenced Felons <input checked="" type="checkbox"/> Pretrial <input type="checkbox"/> Other: NA

2. Describe the program:																					
<p>a. The COMPAS assessment is considered a screening tool for outpatient treatment. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact (probable to highly probable). Then, identify the number of scales required for eligibility: 2</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input checked="" type="checkbox"/> Criminal Involvement</td> <td style="width: 33%;"><input checked="" type="checkbox"/> History of Violence</td> <td style="width: 33%;"><input type="checkbox"/> Vocational/Ed</td> </tr> <tr> <td><input checked="" type="checkbox"/> History of Non-Compliance</td> <td><input checked="" type="checkbox"/> Family Criminality</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Criminal Opportunity</td> <td><input checked="" type="checkbox"/> Current Violence</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Criminal Personality</td> <td><input type="checkbox"/> Residential Stability</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Cognitive Behavior</td> <td><input checked="" type="checkbox"/> Substance Abuse</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Leisure and Recreation</td> <td><input checked="" type="checkbox"/> Criminal Associates/Peers</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Social Isolation</td> <td><input type="checkbox"/> Social Environment</td> <td></td> </tr> </table> <p>Gender Responsive Scales:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Experiences of Abuse as an Adult <input checked="" type="checkbox"/> Experiences of Abuse as a Child <input checked="" type="checkbox"/> Relationship Dysfunction <input checked="" type="checkbox"/> Parental Stress 	<input checked="" type="checkbox"/> Criminal Involvement	<input checked="" type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed	<input checked="" type="checkbox"/> History of Non-Compliance	<input checked="" type="checkbox"/> Family Criminality		<input checked="" type="checkbox"/> Criminal Opportunity	<input checked="" type="checkbox"/> Current Violence		<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability		<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse		<input type="checkbox"/> Leisure and Recreation	<input checked="" type="checkbox"/> Criminal Associates/Peers		<input type="checkbox"/> Social Isolation	<input type="checkbox"/> Social Environment	
<input checked="" type="checkbox"/> Criminal Involvement	<input checked="" type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed																			
<input checked="" type="checkbox"/> History of Non-Compliance	<input checked="" type="checkbox"/> Family Criminality																				
<input checked="" type="checkbox"/> Criminal Opportunity	<input checked="" type="checkbox"/> Current Violence																				
<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability																				
<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse																				
<input type="checkbox"/> Leisure and Recreation	<input checked="" type="checkbox"/> Criminal Associates/Peers																				
<input type="checkbox"/> Social Isolation	<input type="checkbox"/> Social Environment																				



Program Description

Outpatient Treatment Programming

<input checked="" type="checkbox"/> Felony Probation Violator, regardless of COMPAS Assessment Score
b. Assessment is the foundation of evidence-based practices. Enrollments in treatment programs should be based upon assessed needs by a licensed or credentialed professional. Please describe your assessment practices below:
i. What assessment is used, identify the tool: The tool that will be used is a comprehensive bio-psychosocial assessment that used by the provider and will be part of the vendor's medical record.
ii. Who completes the assessment? The Assessment is completed by a Master's Degree level therapist prior to enrollment into the program.
iii. Does the assessment result in a recommended level of treatment per American Society of Addiction Medicine (ASAM) criteria? Yes
c. Identify who is responsible for confirming eligibility and describe the process. The eligibility is confirmed by the vendor through the assessment process. Prior to the vendor receiving a referral, the Gatekeeper will review the individuals COMPAS score to ensure that they meet the intial requirements. Once that is determined by the Gatekeeper, the Gatekeeper will send a referral to the vendor. Once the vendor receives the referral, then they will set up an appointment with the individual to complete the assessment and determine eligibility. If the assessment indicates that eligibility requirements have been met, then they will be enrolled into the program.
d. Describe the program design:
i. Name of curriculum or treatment model: The vendor will be using "A New Direction" by Hazelden and "Seeking Safety" by Lisa Najavits.
ii. Identify what skills are addressed within the treatment program: Skills that are addressed in this treatment program include managing triggers, learning effective communication, some CBT skills, mindfulness and coping mechanisms.
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 per group is 3 and the maximum number of participants is 15. Groups will be separated by gender.
v. How many sessions does this group curriculum provide? The group is made up of 8 weekly sessions.
vi. Minimum number of group sessions attended for successful completion: The minimum number of group sessions completed for a successful completion is 6.
vii. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: The CCAB Manager will notify the provider that a participant of the group has been released from jail and that the participant will be continuing group, but is no longer incarcerated. That individual will be attending the program at the same time and location regardless of whether they are incarcerated or out in the community. In



Program Description

Outpatient Treatment Programming

	<p>addition, the use of Telehealth may be used during the transition from the jail to the community, along with utilizing telehealth for other meeting, when appropriate.</p>
viii.	<p>If individual sessions are part of the program and billed separately, how many individual sessions are anticipated per participant? It is anticipated that each participant could receive up to 5 individual sessions while in the program, based on that individuals need, if deemed appropriate.</p>
ix.	<p>On what basis would individual sessions be used? The vendor will provide one individual session for the bio-psychosocial assessment and one for the reentry and/or treatment planning. The vendor will determine if additional individual sessions are needed due to the progress and stability of the participant.</p>
e.	<p>Identify the license and/or credentials held by your service provider qualifying him/her to provide this service: The provider will be accredited by the Joint Commission, or a similar accreditation. Each clinical staff member is required to possess a Certified Advanced Alcohol and Drug Counselor (CAADC) credential and possess a valid and current State of Michigan license to practice. Licenses include: Licensed Master's Social Worker, Limited License Psychologist, or Licensed Professional Counselor. Each clinic staff member will be required to complete no less than 12 hours of continuing education each year appropriate to their scope of practice in such areas of Cognitive Behavioral Treatment, Motivational Interviewing and Stages of Change.</p>
f.	<p>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 provider will be required to have sign in sheets for every group in attendance. Those sign in sheets will be provided to the CCAB Manager on a monthly basis. Group notes will be available upon request, being submitted to the provider by the CCAB Manager. This will be conducted monthly as well, when deemed appropriate. The CCAB Manager, will update the Probation agents on a monthly basis of attendance. In addition, more communication may occur if the participant is not participating as expected, or not attending group as scheduled. The CCAB Manager will remain in contact with the provider at least 1 time per week, to discuss any concerns that may arise.</p>
g.	<p>Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: Group treatments have been effective in addressing the issues regarding substance use along with educating the participants about recovery for themselves and their families. Participants will be offered additional assistance with navigating additional treatment options, if appropriate.</p>
3.	<p>Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.</p>
a.	<p>Describe how this program meets evidence-based principles: This program meets evidence based principles by utilizing the COMPAS Scores to determine the needs for the participants, and providing them with tools directed toward the needs to</p>



Program Description

Outpatient Treatment Programming

ensure that they are given a chance for a positive outcome, while decreasing recidivism rates and the reducing future Prison Commitment Rates.

- b. Program key performance measure(s): The key performance measure will include, monitoring the recidivism rate for the participants. The recidivism rate will be defined as anyone who successfully completes the program returning to jail on a new charge within 1 year.



Program Description

Substance Abuse Testing

CCAB: Allegan County	FY: 2022
Local Program Name: Substance Abuse Testing	
Service Provider: Allegan County Sheriff's Office	
CCIS Service Type: G17 - Substance Abuse Testing	
Total Projected New Enrollment: 20	
Projected Length of Stay in Days: 180 days	
Program Location (select all that apply): Jail: <input type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>	
Program Status: New Initiative	
If modification, describe here: NA	

Drug and Alcohol Testing –

- Substance abuse testing must not be used as a stand-alone program. Participants must have a documented need; therefore, OCC requires that Substance Abuse Testing be a supportive service to other programs. (i.e., cognitive based programming and/or clinical treatment).
- Other programs that have substance abuse testing built into a program design (i.e., a substance abuse treatment program that includes testing) should address costs associated with testing in that program’s budget.
- You will need to identify why testing already provided by probation is inadequate for your target population or to address your objective.
- Evidenced-based practices must be followed.

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

<p>1. Substance Abuse Testing is an expected function of MDOC Probation Supervision. Please explain how this existing service is inadequate for your Comprehensive Corrections Plan and why Substance Abuse Testing Services are needed: This service is inadequate because of the sheer numbers of individuals who are in need of this service. The Probation Department doesn't have the resources needed to cover each individual in need of this service, primarily because this is the 3rd largest criminogenic need in Allegan County.</p>
<p>2. Based on your objective(s), what is your target population?</p> <p style="text-align: center;"> <input type="checkbox"/> Sentenced Felons <input checked="" type="checkbox"/> Pretrial <input type="checkbox"/> Other: NA </p>

<p>3. Describe the program:</p> <p>a. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact (probable to highly probable). Then, identify the number of scales required for eligibility: 2</p> <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> Criminal Involvement</td> <td><input type="checkbox"/> History of Violence</td> <td><input type="checkbox"/> Vocational/Ed</td> </tr> <tr> <td><input checked="" type="checkbox"/> History of Non-Compliance</td> <td><input type="checkbox"/> Family Criminality</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Criminal Opportunity</td> <td><input type="checkbox"/> Current Violence</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Criminal Personality</td> <td><input type="checkbox"/> Residential Stability</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Cognitive Behavior</td> <td><input checked="" type="checkbox"/> Substance Abuse</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Leisure and Recreation</td> <td><input type="checkbox"/> Criminal Associates/Peers</td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Criminal Involvement	<input type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed	<input checked="" type="checkbox"/> History of Non-Compliance	<input type="checkbox"/> Family Criminality		<input type="checkbox"/> Criminal Opportunity	<input type="checkbox"/> Current Violence		<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability		<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse		<input type="checkbox"/> Leisure and Recreation	<input type="checkbox"/> Criminal Associates/Peers	
<input checked="" type="checkbox"/> Criminal Involvement	<input type="checkbox"/> History of Violence	<input type="checkbox"/> Vocational/Ed																
<input checked="" type="checkbox"/> History of Non-Compliance	<input type="checkbox"/> Family Criminality																	
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<input checked="" type="checkbox"/> Criminal Personality	<input type="checkbox"/> Residential Stability																	
<input checked="" type="checkbox"/> Cognitive Behavior	<input checked="" type="checkbox"/> Substance Abuse																	
<input type="checkbox"/> Leisure and Recreation	<input type="checkbox"/> Criminal Associates/Peers																	



Program Description

Substance Abuse Testing

Social Isolation

Social Environment

Gender Responsive Scales:

Experiences of Abuse as an Adult

Experiences of Abuse as a Child

Relationship Dysfunction

Parental Stress

Felony Probation Violator with a documented need

Pretrial Only:

Risk of Non-appearance

Risk of Re-arrest

b. Substance abuse testing is not a stand-alone service. List all programs (both PA 511 funded and non-PA 511 funded) this testing service supports: **Pretrial Supervision Services.**

c. How do you determine the frequency of testing? **The frequency of the testing would be determined by the scoring located on ARAT and the level determined by the ARAT. Who determines the frequency of testing? The Pretrial Supervision Supervisor will determine the testing frequency when completing the individual's assessment after the referral has been sent by the Gatekeeper.**

d. Identify the type of substance abuse testing provided (urinalysis, breath, multi panel, instant, lab confirmation, etc.) **The tests that would be used would be the instant mouth swab tests and breath tests.**

e. Provide the itemized cost for testing supplies and equipment: **It is proposed that the cost for the drug testing swabs will be approximately \$600 per year. It is proposed that the Preliminary Breath Test Unit will cost approximately \$299.00, which is a one time fee. The costs of the PBT mouthpieces average about \$30 per year.**

f. Is OCC-funded drug testing staff/provider billed hourly or per test? **The OCC-funded drug testing staff would be paid per hour. The participants will be scheduled to report during specific times of the day, to ensure that all of them could be done, within a short time frame, and not throughout the day.**

g. Describe how best practices standards are followed (same gender-observed testing, random testing, chain of custody, etc.): **The Pretrial Substance Abuse tester will conduct the test and read the results immediately. If the test reports positive, the test results will be sealed in an evidence bag, and placed in a locked evidence box with the individuals name, date and test results. A report will be submitted to the courts regarding the results. Same gender testing would not be an issue because the tests given are mouth swabs. Random testing would only occur if there was a suspicion of drug use occurring while in the Pretrial Supervision Program.**

h. How are delivered services and participant progress and participation documented by the staff/provider? **The provider will document the testing and provide positive tests reports to the judge assigned to the participants case.**



Program Description

Substance Abuse Testing

<p>i. How is participant progress/participation reported to the probation agent, the court or referral source? Include frequency of reporting positive and negative tests and types of reports provided such as intake, monthly, termination, etc. A compiled report will be created monthly with all positive and negative drug test results on it. That report will be submitted to the Judges and the Probation Department on a monthly basis. In addition, the report will have all terminations and intakes that have occurred during that month reported on it, as well.</p>
<p>j. Review your answers above. Summarize other aspects of this program not specifically identified above that you feel are critical to understanding this program: A substance abuse testing program is vital for the Allegan County community. As the COMPAS Needs reflect, substance abuse for both male and females is displayed as our largest criminogenic need of our offenders. It is important to explain that this program will not be used to service everyone out on bond, but it will be utilized for those who are receiving Pretrial Services and the ARAT indicates a need to monitor drug use behavior. The goal for this program is to assist offenders to remain sober so they can attend their court hearings as scheduled, while providing the least restrictive services as discussed by the Pretrial Services Task Force.</p>
<p>4. Evaluation is part of evidence-based principles which you must identify in (a.). You are required to develop at least one key performance measure for this program in (b.). Be sure to include the data source, how its tracked and measured.</p>
<p>a. Describe how this program meets evidence-based principles: This program meets evidence-based principles because the Criminalogenic Needs indicate that Substance Abuse is an issue in our county and substance abuse while out on bond, frequently results in "Failure to Appear" for scheduled court hearings. The goal is to reduce the number of "Failure to Appear" in our county that are caused by individuals using drugs, while out on bond, and failing to attend their court date.</p> <p>b. Program key performance measure(s): A key performance measure will be to monitor those in the Substance Abuse testing program along with monitoring those who are being charged with Failure to Appear and see if the same individuals who are failing to appear are testing positive for Substance Abuse, while out of custody awaiting a trial or hearing. Another key performance tool to be used is to monitor the recidivism rate of those successfully completing the substance abuse programming and any new incarcerations within the first 12 months of a successful completion.</p>



Program Description

Administration

FY: 2022

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.

NOTE:

- No more than one hour may be billed for eligibility screening under Administration. **CCABs receiving I25 Gatekeeper funds may not bill for this service under Administration.**
- 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: \$ 32,086 <i>*this amount must be reflected in your budget documents within the OCC Funding Application.</i>
2. How frequently are CCAB meetings held? CCAB meetings are held quarterly What is included on CCAB meeting agendas? Our meeting agenda consists of "call to order, roll call, Introductions, review and approval of last CCAB minutes, program utilization updates, financial updates, jail utilization data, grant application approval vote (if appropriate), end of the year report approval vote (if appropriate), roundtable, and next scheduled meeting information".
3. Describe how expenditure reports are processed and verified then forwarded to OCC in Lansing: Expenditure reports are completed by the CCAB Manager. Once completed, the report is sent to the Allegan County Finance Department for review. Once approved by the Finance Department, a member of their team submits the report to Michigan OCC. Once the report has been sent, the CCAB Manager sends a copy of the report to the Allegan County CCAB.
4. When and how are utilization and expenditures monitored? The CCAB completes and monitors the utilization and expenditure reports monthly when completing both reports prior to the 30 th of each month.
5. As a contractual requirement, how often does the CCAB manager meet with, visit, and evaluate contracted programs? The CCAB Manager evaluates the contracted programs on a monthly basis and meets or speaks with the facilitators, on a weekly basis.
6. How often does the CCAB manager meet with program referral sources? (probation supervisors/agents, prosecutor, defense attorney, judges, etc.)? weekly Explain: The CCAB Manager will send weekly updates to the Probation Department, requesting referrals and keeping them updated on how many seats are available in each program based on gender. In addition, when needed, frequent emails are sent to other vesting sources updating them about program eligibility and available spots. Then the CCAB Manager will meet with all



Program Description

Administration

CCAB members at our quarterly meetings.
7. How often is program utilization reviewed? Explain: Program utilization is evaluated on a weekly basis to ensure that the program is being utilized effectively.
8. What actions are taken when programs are under or over-utilized? If programs are being under-utilized, an email is sent to the courts, the probation department, and to our CCAB Members requesting any additional referrals that meet the eligibility criteria. In addition, the CCAB Manager will meet with inmates and explain the program and requests any interests from those who qualify.
9. Describe when and how the comprehensive corrections plan is developed: The comprehensive plan begins development shortly after the upcoming years application has been submitted. Allegan County has strategic planning meetings throughout the year to prepare for the upcoming application and completion of the comprehensive plan. Once the Comprehensive Plan is completed, it is submitted to the CCAB for review.
10. Describe the involvement of other stakeholders or subcommittees in data analysis or comprehensive corrections plan/program development. We have Strategic Planning Committee meetings, frequently, that consist of several members of our CCAB. The target is to conduct them quarterly.
11. What is your plan to provide orientation and to educate all stakeholders? Explain: Currently, the CCAB Manager has created a pamphlet that is shared with new CCAB Members and the Probation agents with the descriptions of the current programs offered. The CCAB Manager speaks with the new members frequently, to ask if they have any questions, and answer their questions. This practice will continue.

Program Cost Descriptions FY2022

Allegan County

Salary & Wage Costs

Position 1

Title: CCAB Manager Name of Individual: Lt. Charity Cummins

Number of Hours Worked Per Year. (Full Time is 2,080) 2080.00 FTE Equivalent: 1.00

Funding Sources & Cost Allocation					
Program Code/Name	CPS	Local/Other	Fee Revenue	Totals	Duties and Terms of Reimbursement
Administration	31,961	37,288		69,249	\$51.22 hourly wage/benefits for 30% of the time.
I25 - Gatekeeper	10,654			10,654	\$51.22 hourly wage/benefits for 10% of the time.
F23 - Allegan County Pretrial Supervision	10,654			10,654	\$51.22 hourly wage/benefits for 10% of the time.
F22 - Allegan County Pretrial Services	10,654			10,654	\$51.22 hourly wage/benefits for 10% of the time.
Z02 - OWI Housing Programming	5,327			5,327	\$51.22 hourly wage/benefits for 5% of the time.
Totals	69,250	37,288	-	106,538	

Position 2

Title: MRT Name of Individual: Deputy Marytheresa Spohn

Number of Hours Worked Per Year. (Full Time is 2,080) 2080.00 FTE Equivalent: 1.00

Funding Sources & Cost Allocation					
Program Code	CPS	Local/Other	Fee Revenue	Totals	Duties and Terms of Reimbursement
C01 - MRT	12,630	63,148		75,778	\$40.48 hourly wage/benefits for 15% of the time.
G17 - Allegan County Substance Abuse Testing	8,420			8,420	\$40.48 hourly wage/benefits for 10% of the time.
Totals	21,050	63,148	-	84,198	

Salary & Wage Totals 90,299 100,436 - 190,736

Contractual Services

Contract 1

Name of Provider: Arbor Circle

Services Provided: Assessments, individual meetings, creating re-entry plans, and assisting with connecting participants with community services.

Terms of Reimbursement: Invoiced monthly. Re-entry plans \$135. Case Management services 1 month after incarceration/\$420 and \$210 additional monthly costs.

Funding Sources & Cost Allocation					
Program Code	CPS	Local/Other	Fee Revenue	Totals	
I24 - Re-entry Case Management	5,000			5,000	
Sub - Total	5,000	-	-	5,000	

Contract 2

Name of Provider: Arbor Circle

Services Provided: Assessments, Relapse Prevention plans, individual counseling sessions and group sessions.

Terms of Reimbursement: Invoiced monthly for services. Needs assessment \$135/ per participant. Groups/\$363. Treatment plans and individuals \$135.

Funding Sources & Cost Allocation					
Program Code	CPS	Local/Other	Fee Revenue	Totals	
G18 - Relapse Prevention	25,000			25,000	

Sub - Total	25,000	-	-	25,000	-
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Contract 3

Name of Provider:	Outlook Academy
Services Provided:	Career Readiness material, career coaching (O*NET Program), college application and financial aid assistance, Work Keys
Terms of Reimbursement:	Invoiced monthly for services, at a group rate of \$83 per group.

Funding Sources & Cost Allocation				
Program Code	CPS	Local/Other	Fee Revenue	Totals
B15 - Career Readiness	23,330			23,330
				-
Sub - Total	23,330	-	-	23,330

Contract 4

Name of Provider:	Arbor Circle
Services Provided:	Assessments, intense group therapy 2 times a week, intense individual therapy, drug testing.
Terms of Reimbursement:	Invoiced monthly for services. Needs assessment \$135/ per participant. Groups/\$363. Treatment plans and individuals \$135.

Funding Sources & Cost Allocation				
Program Code	CPS	Local/Other	Fee Revenue	Totals
G18 - Allegan County Meth Diversion	25,000			25,000
				-
Sub - Total	25,000	-	-	25,000

Total	78,330	-	-	78,330
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Equipment

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
C01 - MRT	2,500			2,500	MRT Books
F23 - Allegan County Pretrial Supervision	2,300			2,300	PBT and GPS tethers
				-	
Total	4,800	-	-	4,800	

Supplies

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
G17 - Allegan County Substance Abuse Testing	630			630	Drug tests and PBT mouth pieces
				-	
Total	630	-	-	630	

Travel

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
Administration	125			125	OCC Training if occurs in person
				-	
Total	125	-	-	125	

Training

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
C01 - MRT	500			500	MRT training
				-	
Total	500	-	-	500	

Board Expenses

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
				-	
Total	-	-	-	-	

Other

Program Code	CPS	Local/Other	Fee Revenue	Totals	Description
				-	
Total	-	-	-	-	

MICHIGAN DEPARTMENT OF CORRECTIONS

“Committed to Protect, Dedicated to Success”



Office of Community Corrections

Community Corrections Plan and Application
Fiscal Year 2022

CCAB Name: Allegan

Email the application to:

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

DUE DATE: May 1, 2021

SECTION I: COMMUNITY CORRECTIONS ADVISORY BOARD INFORMATION

Name of CCAB: Allegan County	Federal I.D. Number: 38-1914307
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A: General Contact Information:

	CCAB Manager	CCAB Manager's Direct Supervisor	CCAB Chairperson	Agency Serving as Fiduciary of Award & Contact Person
Name:	Charity Cummins	Chris Kuhn	Matthew Antkoviak	Allegan County Board of Commissioners-Rob Sarro
Title:	Co-Jail Administrator	Operations Captain	Defense Attorney	
Address:	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 ext.4475	269-673-8468	269-673-0239
Fax:	269-673-0273	269-673-0406	269-686-0712	269-673-0367
Email:	ccummins@allegancounty.org	ckuhn@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: 3-18-2021
Date application was approved by county board(s) of commissioners and/or city council:
Date application was submitted to OCC:

B: CCAB Membership

Representing:	Name	Email
County Sheriff:	Frank Baker	fbaker@allegancounty.org
Chief of Police:	Jay Gibson	jgibson@cityofallegan.org
Circuit Court Judge:	Margaret Bakker	mbakker@allegancounty.org
District Court Judge:	William Baillargeon	wbaillargeon@allegancounty.org
Probate Court Judge:	Jonathan Blair	jblair@allegancounty.org
County Commissioner(s):	Dean Kapenga	dkapenga@allegancounty.org
Service Area (Up to 3):	Angelique Joynes	ajoynes@allegancounty.org
County Prosecutor:	Myrene Koch	mkoch@allegancounty.org
Criminal Defense:	Matthew Antkoviak	antkoviak43@gmail.com
Business Community:	Tom Schaap	tschaap@wmoi.com
Communications Media:	Ryan Lewis	rmlewis@allegannews.com
Circuit/District Probation:	Shannon Dobbins	DobbinsS1@michigan.gov
City Councilperson:	NA	NA
Workforce Development:	Emily Gary	egary@westmiworks.org

1. Does your CCAB have Bylaws? Yes If yes, have they been revised within the last 2 years? **Yes**
2. 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 provides informational material to them in regards to what the CCAB is and the roles they play on this board. Also, the manager speaks to them frequently, asking if there are any questions about the role with this Board. In addition, the manager is working on a power point to further explain their roles.**

SECTION II: ANALYSIS & 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 Group 2 straddle cell offenders, OUIL-3rd offenders, and probation violators assessed as moderate to high in risk and or needs. 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, 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:

- 1) Key Objectives – Overall PCR Objective, Group 2 Straddle Objective, and Recidivism Objective(s) - your CCAB may identify other objectives in addition to these required objectives.
- 2) Supportive Strategies – Proposed OCC funded programming and/or services that are intended to support the objectives identified.
- 3) 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 Analysis:

OCC will provide CCABs with relevant felony dispositional 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 years
- Other changes in your CCAB/area that influence changes (new stakeholders, new or changing policies and/or procedures, emerging crimes, offender characteristics, etc.)
- Review your past OCC funding proposals for ideas

Your data analysis forms 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.

Example: Objective #1 is intended to impact the overall prison commitment rate (PCR). To address this, your CCAB should analyze local felony dispositional & CCIS data and identified trends or changes that impacted that data. For example, trends and changes may include:

- 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 CCAB must then determine its proposed Overall PCR 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 Overall PCR. All strategies that you are requesting funding for must be 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.

SAMPLE OBJECTIVE: To reduce the County’s Overall Prison Commitment Rate (PCR) to 16% or less.

SAMPLE STRATEGY: C01 Cognitive Programming, G18 Outpatient Treatment Services, and B15 Employment Skills. 125 Gatekeeper will be utilized to screen all offenders for eligibility.

A-1: Using OMNI Felony Disposition data supplied by OCC for the previous two fiscal years:

1. Are overall felony dispositions increasing, decreasing, or stable? Increasing
2. In the two charts below, please fill in the rates and number of dispositions for the *previous two fiscal years*. For CCABs with correctional facilities, please remove those dispositions with prisoner status (OMNI Report 3). Describe changes within Sentencing Guideline (SGL) categories identified below, including prison and non-prison dispositions, for State Board Target Populations. Any additional pertinent information necessary to establish a trend beyond 2 years must be included.: **The Overall Prison Commitment Rate (PCR) for Allegan County has increased by 2.2 percentage points from FY 2019 (10.8%) to FY 2020 (13.0%). During this period, total felony dispositions increased by 34 (FY-2019-871; FY 2020-905), while prison dispositions increased by twenty four (24). The Straddle Cell PCR experienced an increase from FY 2019 (9.5%) to FY 2020 (10.3%). During this period, Straddle Cell Group 1 increased from FY 2019 (14.8%) to FY 2020 (17.5%) which states that in FY 2019 there were 9 prison dispositions, and in FY 2020 there were 10. The total prison dispositions of OUIL 3rd's, decreased from FY 2019 (6) to FY 2020 (5), however the percentage increased by 2% from FY 2019 to FY 2020, due to the number of total OUIL 3rd dispositions (FY 2019-70; FY 2020-47). In FY 2019, there were 18 out of 94 prison dispositions that were Probation Violator Technical (PVT) but in FY 2020 there were 22 out of 118. There was a 0.5% decrease from FY 2019, (FY 2019-19.1%; FY 2020-18.6%). The Probation Violator New Sentence (PVNS) in FY 2019 was 7.4% (7 out of 94 prison dispositions), and in FY 2020 it increased 8.4% (10 out of 118 prison dispositions), which is an increase of 1 percentage point.**

FY 2019 State PCR:	19.7%	Group 2 Rate:	12.9%	Straddle Cell Rate:	24.0%	Group 2 Straddle Rate:	23.0%
Overall PCR:	10.8- 94 prison dispositions out of 871 felony dispositions						
Group 1:	20.6% - 53 prison dispositions out of 257 felony dispositions						
Group 2:	6.7% - 41 prison dispositions out of 614 felony dispositions						
Straddle PCR:	9.5% - 19 prison dispositions out of 201 felony dispositions						
Group 1:	14.8% - 9 prison dispositions out of 61 felony dispositions						
Group 2:	7.1% - 10 prison dispositions out of 140 felony dispositions						
FY 2020 State PCR:	19.2%	Group 2 Rate:	13.4%	Straddle Cell Rate:	22.9%	Group 2 Straddle Rate:	21.7%
Overall PCR:	12.9%- 117 prison dispositions out of 905 felony dispositions						
Group 1:	25.1% - 65 prison dispositions out of 258 felony dispositions						
Group 2:	8.1% - 53 prison dispositions out of 647 felony dispositions						
Straddle PCR:	10.3% - 24 prison dispositions out of 233 felony dispositions						
Group 1:	17.5% - 10 prison dispositions out of 57 felony dispositions						
Group 2:	7.9% - 14 prison dispositions out of 176 felony dispositions						

3. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how

it was addressed. In FY 2020, the biggest challenge that we faced in Allegan County was COVID-19 and how to continue with programming while trying to reduce risk of exposure and the spread of COVID-19. This event began in March, 2020, and it blindsided us, as we have never seen a virus impact so many things. When it was decided to shut down all programming for the safety of the Corrections Center, inmates and visitors, the CCAB Manager spent time researching alternative options. After suspending programming for approximately 60 days, and then again for approximately 60 additional days later in the year, a plan was put in place to have an opportunity to offer programming to individuals outside of the Corrections Center via Zoom meetings for our Relapse Prevention program. The MRT program was handled differently as Zoom wasn't an option, so that program had to be suspended, then restarted about 30 days later because the COVID numbers increased in the state, and the participants were out of custody, but coming into the Allegan County Jail for class. Our Career Readiness was suspended for a period of time, but after extensive planning, the program was able to restart but with greater restrictions, including smaller class sizes. In regards to our Re-Entry Case Management Program, that took a bit longer to figure out a new way of having participants participate because the primary contact occurred while in custody, creating a Case Management plan and following up with "in person" services that were provided upon release from custody. After thorough planning, the program was restarted by using alternative methods for creating the post release plan while still in custody and providing services post incarceration. The negative impact that COVID-19 created for Allegan County was a reduction in total projected enrollments, total successful participants and the dramatic loss of needed program for those individuals who were currently participating. Currently, and throughout this past year, our Relapse Prevention and MRT programming has been suspended to all current individuals that are incarcerated. This too has reduced our total projected enrollment numbers. Programming plays a vital role in meeting our objectives. As the data reflects, our number of prison dispositions, our felony dispositions, our OUIL 3rd's, our PVNS's and PVT's have all increased, instead of decreasing, as they have in years past.

A-2: Felony Analysis - Key Objectives and Strategies

NOTE:

- 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 the Overall Prison Commitment Rate – please state the Objective: The objective for Allegan County is to Reduce the Overall Prison Commitment Rate (PCR) to 11% or below.

List OCC Programs in support of Objective #1:

- 1). G18-Relapse Prevention
- 2). C-01 MRT
- 3). I25-Gatekeeper
- 4). I24-Re-entry Case Management
- 5). F23-Allegan County Pretrial Supervision Services
- 6). F-22-Allegan County Pretrial Assessments
- 7). G17-Substance Abuse Testing
- 8). G18-Meth Diversion

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

- 1). Drug Court
- 2). Mental Health Court
- 3). Sobriety Court
- 4). Meth Diversion
- 5). Veteran's Court
- 6). GED
- 7). Inmate worker
- 8). Work Release
- 9). Debt's Crew
- 10). AA/NA while in jail

11). Community Re-entry Unit

12). Anger Management

13). Bible Study

14). Families Victorious

15). Parenting Classes

16). Creative writing for incarcerated women

17). Treatment for women in transition

18). Swift and Sure

2. Key Objective #2 is intended to impact the Group 2 Straddle Cell Rate – please state the Objective: The objective for Allegan County is to Reduce the Group 2 Straddle PCR to 6.9% or below.

List OCC Programs in support of Objective #2:

1). G18-Relapse Prevention

2). C-01 MRT

3). I25-Gatekeeper

4). I24-Re-entry Case Management

5). F23-Allegan County Pretrial Supervision Services

6). F-22-Allegan County Pretrial Assessments

7). G17-Substance Abuse Testing

8). G18-Meth Diversion

List Non-OCC funded Programs in support of Objective #2

1). Drug Court

2). Mental Health Court

3). Sobriety Court

4). Meth Diversion

5). Veteran's Court

6). GED

7). Inmate worker

8). Work Release

9). Debt's Crew

10). AA/NA while in jail

11). Community Re-entry Unit

12). Anger Management

13). Bible Study

14). Families Victorious

15). Parenting Classes

16). Creative writing for incarcerated women

17). Treatment for women in transition

18). Swift and Sure

B: Recidivism Analysis

Public Act 511 mandates that CCABs “Provide improved local services for individuals involved in the criminal justice system with the goal of reducing the occurrence of repeat criminal offenses that result in a term of incarceration or detention in jail or prison.” As such, CCABs are required to address recidivism within their comprehensive plan, with a specific emphasis on how the plan is intended to impact the local recidivism rates.

The State Board has defined recidivism as “Probation Violations, either technical or new sentence, resulting in prison,” and has identified Probation Violators as being indicative of performance in this area:

- i. Probation Violators with a new felony conviction resulting in a prison sentence (PVNS)
- ii. Technical Probation Violators resulting in a prison sentence (PVT)

Based on OMNI Report 3, please use 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.

B-1: Using OMNI Felony Disposition data provided by OCC for:

Previous Fiscal Year Recidivism Rates

County Name	Allegan						Totals for Region:
Probation Violation - New Sentence to Prison							
Total	10						10
Probation Violation – Technical to Prison							
Total	22						22

B-2: Using OMNI Felony Disposition data supplied by OCC for the previous fiscal years:

1. Are overall felony Probation Violations dispositions increasing, decreasing, or stable? Increasing
2. Describe changes within the Probation Violation disposition data for the previous two fiscal years, including prison and non-prison dispositions. Report rates with detailed explanation: **In FY 2019, PVNS were 7 out of 94 prison dispositions, however in FY 2020, there were 10 out of 118 prison dispositions, which resulted in a 1 percentage point increase. In FY 2019, the PVT's were 18 out of 94 prison dispositions, however in FY 2020, there were 22 out of 118 prison dispositions. This is a 0.5 percentage point decrease, even though 4 additional prison dispositions occurred. In FY 2019, the PVNS Straddle Offense Group 2 had 3 prison dispositions, however in FY 2020, there was 1. In FY 2019, the PVT SGL Offense Group 2 had 17 prison dispositions and in FY 2020 there were 11. This reflects 6 additional prison dispositions for FY 2020 in this category. In FY 2019, PVNS were 50 out of 777 non prison dispositions, however in FY 2020, there were 51 out of 787 non-prison dispositions, which resulted in no percentage point change. In FY 2019, the PVT's were 117 out of 777 non prison dispositions, and in FY 2020, there were 133 out of 787, which is of 1.8 percentage point increase.**
3. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how it was addressed. **In FY 2020, the biggest challenge that we faced in Allegan County was COVID-19 and how to continue with programming while trying to reduce risk of exposure and the spread of COVID-19. This event began in March, 2020, and it blind sided us, as we have never seen a virus impact so many things. When it was decided to shut down all programming for the safety of the Corrections Center, inmates and visitors, the CCAB Manager spent much time researching alternative options. After suspending programming for approximately 60 days, and then again for approximately 60 additional days later in the year, a plan was put in place to have an opportunity to offer programming to individuals outside of the Corrections Center via Zoom meetings for our Relapse Prevention program. The MRT program was handled a differently as Zoom wasn't an option, so that program had to be suspended, then restarted about 30 days later because the COVID numbers increased in the state, and the participants were out of custody, but coming into the Allegan County Jail for class. Our Career Readiness was suspended for a period of time, but after extensive planning, the program was able to restart but with greater restrictions, including smaller class sizes. In regards to our Re-Entry Case Management Program, that took a bit longer to figure out a new way of having participants participate because the primary contact occurred while in custody, creating a Case Management plan and following up with "in person" services that were provided upon release from custody. After thorough planning, the program was restarted by using alternatives methods for creating the post release plan while still in custody and providing services post incarceration. The negative impact that COVID-19 created for Allegan County was a reduction in total projected enrollments, total successful participants and the dramatic loss of needed program for those individuals who were currently participating. Currently, and throughout this past year, our Relapse Prevention and MRT programming has been suspended to all current individuals that are incarcerated. This too has reduced our total projected enrollment numbers. Programming plays a vital role in meeting our objectives. As the data reflects, our number of prison dispositions, our felony dispositions, our OUIL 3rd's, our PVNS's and PVT's have all increased,**

instead of decreasing. It is not a surprise that a reduction in programming, has increased the prison dispositions for this county. It is projected that without programming, the number of felony prison dispositions will continue to increase.

B-3: Recidivism Key Objectives and Strategies

NOTE:

- Key Objectives should be measurable and provide sufficient detail so progress can be monitored.
- Strategies are the local programs that will used to impact your Key Objectives. ***Only proposed programs that impact at least one Key Objective will be considered for funding.***

1. Objective #1 is intended to impact recidivism by targeting: Technical Probation Violators State the Objective: To reduce the prison commit of Probation Violator Technical to 17.6 of all prison dispositions or less.

List OCC Programs in support of Objective #1:

- 1). G18-Relapse Prevention
- 2). C-01 MRT
- 3). I25-Gatekeeper
- 4). I24-Re-entry Case Management
- 5). F23-Allegan County Pretrial Supervision Services
- 6). F-22-Allegan County Pretrial Assessments
- 7). G17-Substance Abuse Testing
- 8). B15-Career Readiness

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

- 1). Drug Court
- 2). Mental Health Court
- 3). Sobriety Court
- 4). Meth Diversion
- 5). Veteran's Court
- 6). GED
- 7). Inmate worker
- 8). Work Release
- 9). Debt's Crew
- 10). AA/NA while in jail
- 11). Community Re-entry Unit
- 12). Anger Management
- 13). Bible Study
- 14). Families Victorious
- 15). Parenting Classes
- 16). Creative writing for incarcerated women
- 17). Treatment for women in transition
- 18). Swift and Sure

2. Objective #2 is intended to impact recidivism by targeting: Probation Violators with a new sentence State the Objective: To reduce the prison commit of Probation Violators with a new sentence to 7.4% of all prison dispositions or less.

List OCC Programs in support of Objective #2:

- 1). G18-Relapse Prevention
- 2). C-01 MRT
- 3). I25-Gatekeeper
- 4). I24-Re-entry Case Management
- 5). F23-Allegan County Pretrial Supervision Services
- 6). F-22-Allegan County Pretrial Assessments
- 7). G17-Substance Abuse Testing

8). B15-Career Readiness

List Non-OCC funded Programs in support of Objective #2:

- 1). Drug Court
- 2). Mental Health Court
- 3). Sobriety Court
- 4). Meth Diversion
- 5). Veteran's Court
- 6). GED
- 7). Inmate worker
- 8). Work Release
- 9). Debt's Crew
- 10). AA/NA while in jail
- 11). Community Re-entry Unit
- 12). Anger Management
- 13). Bible Study
- 14). Families Victorious
- 15). Parenting Classes
- 16). Creative writing for incarcerated women
- 17). Treatment for women in transition
- 18). Swift and Sure

C: COMPAS Criminogenic Needs Profile

1. Please list the top 3 needs scales (medium/probable and high/highly probable combined) for **men and women collectively** as identified within the COMPAS Criminogenic Needs and Risk Profile for **all probationers** provided by OCC. Additionally, identify both the local and OCC strategies that will impact the identified needs scales: **The top 3 needs as identified within the COMPAS Criminogenic Needs and Risk Profiling data reports for are substance abuse at 76%, Criminal Personality at 53% and Criminal Involvement at 51%, for the male population. The Female Criminogenic needs are identified as Substance Abuse, Experiences of abuse as a child, and Social Environment. Local and OCC Strategies that will impact the identified needs scales will be to complete the following:**
2. Continue to provide Substance Abuse Programming that assists those individuals who are non incarcerated and incarcerated.
3. Continue providing the Meth Diversion program targeting those with a long time use
4. Continue providing the MRT program.
5. Create Pretrial Supervision Services to assist with and reduce additional criminal involvement.
6. Create a Substance Abuse Testing program, to provide early detection and early enrollment into programming such as MRT and Relapse Prevention.
7. Continue providing Career Readiness services which provide employment opportunities upon release of custody.
8. Continue utilizing the Allegan County Speciality Courts.
9. Continue providing the Allegan County Community Reentry Units within the Correctional Facility.
10. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how it was addressed. **In FY 2020, the biggest challenge that we faced in Allegan County was COVID-19 and how to continue with programming while trying to reduce risk of exposure and the spread of COVID-19. This event began in March, 2020, and it blind sided us, as we have never seen a virus impact so many things. When it was decided to shut down all programming for the safety of the Corrections Center, inmates and visitors, the CCAB Manager spent much time researching alternative options. After suspending programming for approximately 60 days, and then again for approximately 60 additional days later in the year, a plan was put in place to have an opportunity to offer programming to individuals outside of the Corrections Center via Zoom meetings for our Relapse Prevention program. The MRT program was handled differently as Zoom wasn't an option, so that program had to be suspended, then restarted about**

30 days later because the COVID numbers increased in the state, and the participants were out of custody, but coming into the Allegan County Jail for class. Our Career Readiness was suspended for a period of time, but after extensive planning, the program was able to restart but with greater restrictions, including smaller class sizes. In regards to our Re-Entry Case Management Program, that took a bit longer to figure out a new way of having participants participate because the primary contact occurred while in custody, creating a Case Management plan and following up with "in person" services that were provided upon release from custody. After thorough planning, the program was restarted by using alternatives methods for creating the post release plan while still in custody and providing services post incarceration. The negative impact that COVID-19 created for Allegan County was a reduction in total projected enrollments, total successful participants and the dramatic loss of needed program for those individuals who were currently participating. Currently, and throughout this past year, our Relapse Prevention and MRT programming has been suspended to all current individuals that are incarcerated. This too has reduced our total projected enrollment numbers. Programming plays a vital role in meeting our objectives. As the data reflects, our number of prison dispositions, our felony dispositions, our OUIL 3rd's, our PVNS's and PVT's have all increased, instead of decreasing. It is not a surprise that a reduction in programming, has increased the prison dispositions for this county. It is projected that without programming, the number of felony prison dispositions will continue to increase. In addition, without programming, the number of Criminogenic needs will be neglected for this population. Programming offers them a variety of tools to remain substance free, which usually results in a decrease of additional criminal involvement along with a higher rate of compliance with the Probation Orders that are in place. Programming can also create accountability to these individuals to more than 1 source, given them an opportunity to report a relapse or bad decision, before a new crime is committed. Lastly, when a participant successfully completes a program, it produces self pride, and encourages them to follow through with the other programming successfully that they are enrolled in. It builds self confidence, which promotes a positive outcome, which can reduce the amount of violations resulting in prison dispositions.

D: Local Practices to Address Probation Violators

Please explain in detail how the CCAB is targeting the needs of felony probation violators, both new sentence and technical. Include both local and OCC funded practices. **The needs of this target population starts with the referrals through the Gatekeeper. A referral can be obtained by the Gatekeeper going into the housing units and speaking with the inmates about the current programs available and the enrollment process. Another resource the Gatekeeper utilizes is obtaining referrals from the Allegan Probation Department. In addition to those referrals, the Gatekeeper provides training and a pamphlet with a list of each program offered, along with a description, for a quick reference for the Probation agents. In addition, the Gatekeeper reviews the Jail Arraignment sheet and Circuit Court Sentencing sheet to determine whose been arrested and who is going to be sentenced for a felony in the upcoming week. When appropriate, the Gatekeeper will complete an interview with the individual to determine program eligibility. Once eligibility is established, then the Gatekeeper will forward the referral to the facilitator to complete the needed assessment for entry into the program. The programs that are available in Allegan County for the felony probation violators are as followed:**

- 1). Drug Court
- 2). Mental Health Court
- 3). Sobriety Court
- 4). Meth Diversion
- 5). Veteran's Court
- 6). GED
- 7). Inmate worker
- 8). Work Release
- 9). Debt's Crew
- 10). AA/NA while in jail
- 11). Community Re-entry Unit
- 12). Anger Management
- 13). Bible Study
- 14). Families Victorious
- 15). Parenting Classes

- 16). Creative writing for incarcerated women
- 17). Treatment for women in transition
- 18). Swift and Sure

E: Local Vocational/Educational Practices

Please explain in detail what is being done locally to address the local vocational/employment needs of offenders. Remember to consider trade schools, community colleges or universities who offer training to our offenders. Include both local and OCC funded practices. **The Allegan County Corrections Center offers the GED Program and the Career Readiness Program for incarcerated individuals. The GED Program assists individuals with obtaining their GED or High School Diploma. It, also, provides services to those that have an IEP, and continues their plan throughout their incarceration. In addition, if they are eligible, they are enrolled into the Career Readiness Program which assists them in creating a resume to be used to obtain employment after incarceration. Along with that, the program assists them in completing college applications while incarcerated (if they are interested) and provides assistance to them to apply for financial aid. Also, the offenders are taught how to use the computer software, complete the Work Keys Program for local jobs in the area, and create a portfolio that they are given at the time of release to use when obtaining employment or seeking future education opportunities such as a trade school or college. Also, there are other locations such as the Allegan Public Schools and the Outlook Academy to follow up with offenders once they have been released from the Corrections Center. A positive result that has come from the COVID-19 lockdown, is the increased use of Zoom meetings. Using this technology has provided us the opportunity to allow inmates who are currently attending the Career Readiness Program, to participate in employment interviews and have had successful outcomes with individuals who are released from custody with a full time job, their portfolio, and their GED.**

F: Local Practices to Address Persons with Substance Use Disorder(s)

1. How do defendants and offenders get screened for substance use services in your area (regardless of funding source)? **The Probation Agent contacts the Allegan County CMH Substance Use Disorder Coordinator and sets up a screening for the individual.**
2. How do defendants and offenders get referred for a substance use assessment in your area (regardless of funding source)? **Defendants and offenders can reach out to local providers contracted with our local PIHP to request an assessment. An ASAM assessment will be completed.**
3. After screening, how do defendants and offenders get referred to appropriate ASAM level of care treatment in your area? **Appropriate ASAM level of care treatment is determined by the assessment tool. The assessment will be completed at a local providers location (Arbor Circle, OAR, or Wedgewood), and the person will be placed in groups, individual therapy, or Recovery Management. If the individual needs a High Level of Care, the therapist at one of the listed organizations will send the SUD Coordinator the documentations and it is authorized.**
4. Are there any barriers or gaps in service to obtaining an assessment and treatment that your CCAB is requesting OCC funding to fill? **Yes If so, please describe in detail: Gaps in service includes a restrictive number of local providers located in Allegan County, which is a rural county. A barrier for this county is public transportation. Another barrier for Allegan County is obtaining a physician willing to participate in the MAT Program.**
5. What non-PA 511 funded services are available in your area? Be sure to include treatment court services. **All county residents may contact Allegan County CMH for SUD services and 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.**

G: 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: **This Comprehensive Corrections Plan along with local practices will impact the State Board Priorities by continuing to provide services needed to the targeted population to reduce the PCR**

for both the PVNS and the PVT's. Without funding to continue with programming, the residents of Allegan County will be underserved for the necessary tools needed to be successful. If COVID-19 has given us any insight as to what will happen to these individuals, it is defining to see an increase in our PCR's for the year. Our programming has been limited and ran with many improvisations, and I think the small increase of PCR's that we have seen this year, is a minimal effect of what it will do if our residents aren't given the opportunity to gain the tools needs to be successful. Our OMNI Data from recent years, have provided evidence that our programming works. It is the mission of 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.

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 CCAB will take several steps if they are not meeting the objectives or strategies set out in this plan. Those steps are as followed:**
3. **Continue monitoring the reports available to see what objectives and/or strategies we are meetin**
4. **The CCAB Manager will reach out to the 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.**
5. **The CCAB Manager will be in continued contact with the Community Corrections Coordinator with updates and seeking guidance to get those objectives back on track.**
6. **The CCAB Manager will provide extra training to the CCAB, if needed, to gain support to correct any issues that are causing the Objectives to not be met.**
7. 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 they is an override needed, the CCAB Managerwill contact the Community Corrections Specialist for approval.**