

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**SHERIFF DEPT - APPLY/ACCEPT FY2023 MDOC COMPREHENSIVE COMMUNITY
CORRECTIONS GRANT**

BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves to apply and accept when awarded the Michigan Department of Corrections, Office of Community Correction Grant for FY2023 (October 1, 2022 through September 30, 2023), 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

Request for Action (RFA) Form - Application

Section I - General Information

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|--|---|
| Name of Grant | Grant Period / Term |
| Community Corrections Advisory Board (CCAB) Grant | 10/1/2022 - 9/30/2023 |
| 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

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|---|---|---------------------------|-------------------|
| Request Type | Renewal Grant | Work Order No. | 210835 |
| Specific Action Requested | BOC Approval | Request Date | 3/21/2022 |
| Request Submission Deadline (Date) | 5/1/2022 | 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 | \$ 174,684.00 | \$ | 144,268.30 |
| County Funding | \$ - | \$ | - |
| TOTAL | \$ 174,684.00 | \$ | 144,268.30 |

Notes or Additional Information

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

MICHIGAN DEPARTMENT OF CORRECTIONS

“Committed to Protect, Dedicated to Success”



Office of Community Corrections

Community Corrections Plan and Application
Fiscal Year 2023

CCAB Name: Allegan

Email the application to:

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

DUE DATE: May 1, 2022

| SECTION I: COMMUNITY CORRECTIONS ADVISORY BOARD INFORMATION | | | | |
|---|----------------------------|----------------------------------|---------------------------------|---|
| Name of CCAB: Allegan County | | | Federal I.D. Number: 38-1914307 | |
| A: General Contact Information: | | | | |
| | CCAB Manager | CCAB Manager's Direct Supervisor | CCAB Chairperson | Agency Serving as Fiduciary of Award & Contact Person |
| Name: | Charity Cummins | Scott Matice | Matthew Antkoviak | Allegan County Board of Commissioners-Rob Sarro |
| Title: | Co-Jail Administrator | Captain | Defence Attorney | County Administrator |
| Addresses: | 640 River Street | 640 River Street | 416 Hubbard Street | 3282 122 nd Avenue |
| City: | Allegan | Allegan | Allegan | Allegan |
| State: | MI | MI | MI | MI |
| Zip: | 49010 | 49010 | 49010 | 49010 |
| Phone: | 269-686-5392 | 269-673-0500 ext. 4479 | 269-673-8468 | 269-673-0239 |
| Fax: | 269-673-0273 | 269-673-0406 | 269-686-0712 | 269-673-0367 |
| Email: | ccummins@allegancounty.org | smatice@allegancounty.org | antkoviak43@gmail.com | rsarro@allegancounty.org |

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|---|
| Type of Community Corrections Board: County Advisory Board |
| Counties/Cities Participating in the CCAB: Allegan |
| Date application was approved by the local CCAB: April 21, 2022 |
| Date application was approved by county board(s) of commissioners and/or city council: April 28, 2022 |
| Date application was submitted to OCC: April 29, 2022 |

| B: CCAB Membership <i>(please enter "vacant" for any vacant membership position)</i> | | |
|--|------------------|----------------------------|
| Representing: | Name | Email |
| County Sheriff: | Frank Baker | fbaker@allegancounty.org |
| Chief of Police: | Jay Gibson | jgibson@cityofallegan.org |
| Circuit Court Judge: | Margaret Bakker | mbakker@allegancounty.org |
| District Court Judge: | Dan Norbeck | dnorbeck@allegancounty.org |
| Probate Court Judge: | Jonathan Blair | jblair@allegancounty.org |
| County Commissioner(s): | Rick Cain | rcain@allegancounty.org |
| Service Area (Up to 3): | Angelique Joynes | ajoynes@allegancounty.org |
| County Prosecutor: | Myrene Koch | mkoch@allegancounty.org |
| Criminal Defense: | Matt Antkoviak | antkoviak43@gmail.com |
| Business Community: | Tyler Carpenter | tyler@rfactorinc.com |
| Communications Media: | Garyle Voss | gari749@gmail.com |
| Circuit/District Probation: | Lindsey Meyer | meyerl@michigan.gov |
| City Councilperson: | NA | NA |
| Workforce Development: | Emily Gary | egary@westmiworks.org |
| <p>1. Does your CCAB have Bylaws? Yes If yes, have they been revised within the last 2 years? Yes</p> <p>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 that they play on the board. Also, the manager speaks to them frequently, asking if there are any questions about their role on this board. In addition, the manager is working on a power point to further explain their roles.</p> | | |

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

SECTION II: ANALYSES & COMPREHENSIVE CORRECTIONS PLAN

Introduction and Instructions for your Comprehensive Corrections Plan:

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

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

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

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

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

Felony Data Analyses:

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

A thorough analysis of the data should include:

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

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

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

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

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

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

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

1. Are overall felony dispositions increasing, decreasing, or stable? Decreasing
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. If requesting programming for other specific populations (examples: OUIL-3rds, prison diversion, pretrial, etc.) then supportive data analyses for these populations must also be included here: **The Overall Prison Commitment Rate (PCR) for Allegan County has decreased by 0.2**

percentage points from FY 2020 (13.1%) to FY 2021 (12.9%). During this period, total felony dispositions decreased by 202 (FY-2020-904; FY 2021-702), while Allegan County's prison dispositions decreased by twenty seven (27). The Straddle Cell PCR experienced a decrease from FY 2020 (10.3%) to FY 2021 (8%). During this period, Straddle Cell Group 1 decreased from FY 2020 (17.5%) to FY 2021 (11.4%) which states that in FY 2020 there were 10 prison dispositions, and in FY 2021 there were 7. The total prison dispositions of OUIL 3rd's decreased from FY 2020 (5) to FY 2021 (3). The percentage of OUIL 3rd Prison Commitment rates decreased by 3% from FY 2020 to FY 2021, due to the number of total OUIL 3rd dispositions (FY 2020-47; FY 2021-39). In FY 2020, there were 22 out of 118 prison dispositions that were Probation Violator Technical (PVT) but in FY 2021 there were 22 out of 91. There was a 5.5% increase from FY 2020, (FY 2020-18.6%; FY 2021-24.1%). The Probation Violator New Sentence (PVNS) in FY 2020 was 8.4% (10 out of 118 prison dispositions), and in FY 2021 it increased 14.2% (13 out of 91 prison dispositions), which is an increase of 5.8 percentage point.

| | | | | | | | |
|---|---|----------------------|--------------|----------------------------|--------------|-------------------------------|--------------|
| FY 2020 State PCR: | 19.2% | Group 2 Rate: | 13.4% | Straddle Cell Rate: | 22.9% | Group 2 Straddle Rate: | 21.7% |
| Overall PCR: | 13.1% - 118 prison dispositions out of 904 felony dispositions | | | | | | |
| Group 1: | 25.2% - 65 prison dispositions out of 258 felony dispositions | | | | | | |
| Group 2: | 8.2% - 53 prison dispositions out of 646 felony dispositions | | | | | | |
| Straddle PCR: | 10.3% - 24 prison dispositions out of 232 felony dispositions | | | | | | |
| Group 1: | 17.5% - 10 prison dispositions out of 57 felony dispositions | | | | | | |
| Group 2: | 8.0% - 14 prison dispositions out of 175 felony dispositions | | | | | | |
| FY 2021 State PCR: | 16.5% | Group 2 Rate: | 11.6% | Straddle Cell Rate: | 19.7% | Group 2 Straddle Rate: | 18.6% |
| Overall PCR: | 12.9% - 91 prison dispositions out of 702 felony dispositions | | | | | | |
| Group 1: | 20.1% - 49 prison dispositions out of 243 felony dispositions | | | | | | |
| Group 2: | 9.1% - 42 prison dispositions out of 459 felony dispositions | | | | | | |
| Straddle PCR: | 8% - 14 prison dispositions out of 175 felony dispositions | | | | | | |
| Group 1: | 11.4% - 7 prison dispositions out of 61 felony dispositions | | | | | | |
| Group 2: | 6.1% - 7 prison dispositions out of 114 felony dispositions | | | | | | |
| <p>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 2021, the biggest challenge that we faced in Allegan County was COVID and how to continue with programming while trying to reduce the risk of exposure and the spread of the virus. This challenge 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 time researching alternative options. After suspending programming for approximately 14 days, on 2 separate occasions, additional plans were put in place to get the programming up and running. Although the programming was up and running, the additional planning included having much smaller group sizes to reflect the CDC guidelines while keeping the participants safe. Unfortunately, smaller group sizes resulted in lower utilization numbers. In addition to reduced projected enrollments, we experienced a decreased of successful completions, because the enrollments were lower.</p> | | | | | | | |

A-2: Using OMNI Felony Recidivism data supplied by OCC for the previous two fiscal years:
 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.

| FY 2021 Recidivism Rates | | | | | | | |
|---|---------|----|----|----|----|----|--------------------|
| County Name | Allegan | NA | NA | NA | NA | NA | Totals for Region: |
| FY 2021 Probation Violation - New Sentence to Prison | | | | | | | |
| Total | 13 | NA | NA | NA | NA | NA | NA |
| FY 2021 Probation Violation – Technical to Prison | | | | | | | |
| Total | 22 | NA | NA | NA | Na | NA | NA |

1. Are overall felony Probation Violations dispositions (prison and non-prison combined) 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 2020, PVNS were 10 out of 118 prison dispositions, however in FY 2021, there were 13 out of 91 prison dispositions, which resulted in a 5.8 percentage point increase. In FY 2020, the PVT's were 22 out of 118 prison dispositions, however in FY 2021, there were 22 out of 91 prison dispositions. This is a 5.5 percentage point increase. In FY 2020, the PVNS Straddle Offense Group 2 had 1 prison disposition, however in FY 2020, there was 0. In FY 2020, the PVT SGL Offense Group 2 had 1 prison disposition and in FY 2021 there were none. This reflects 1 less prison disposition for FY 2021 in this category. In FY 2020, PVNS were 51 out of 787 non prison dispositions, however in FY 2021, there were 63 out of 611 non-prison dispositions, which resulted in a 3.9 percentage point increase. In FY 2020, the PVT's were 133 out of 787 non prison dispositions, and in FY 2021, there were 109 out of 702, which is a 1.3 percentage point decrease .**
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. **There isn't any notable factors that resulted in us not meeting the objective, other than the greater increase of PVT's and PVNS's within our county. As the data reflects, we had less total prison dispositions, but more individuals with a PVT or PVNS sent to prison.**

A-3: Impacting State Board Priorities- Target Populations, Key Objectives, and Strategies

NOTE:

- Target Populations include Sentenced Felons and Pretrial Population.
- CCABs applying for funding targeting Sentenced Felons must have at least one Sentenced Felons Key Objective.
- CCABs applying for funding targeting Pretrial Population must have BOTH Pretrial Population Key Objectives (Appearance Rate and Public Safety Rate).
- CCABs may identify additional Key Objectives that support proposed programming.
- Key Objectives should be measurable and provide sufficient detail so progress can be monitored.

- Strategies are the local programs that will be used to impact your Key Objectives.
- Only proposed programs that impact at least one Key Objective will be considered for funding.

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

Please state the Objective: To reduce the Overall Prison Commitment Rate (PCR) to 11.5%.

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

- 1). C-01 MRT
- 2). F23-Allegan County Pretrial Supervision Services
- 3). F-22-Allegan County Pretrial Assessments
- 4). G17-Substance Abuse Testing
- 5). G18-Trauma for women
- 6). B15-Career Readiness

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

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

2. Key Objective #2 is intended to impact Pretrial Population

Please state the Objective: The objective is to increase the Public Safety Rate.

List OCC Programs in support of Objective #2 (include CCIS Code and Local Name of Program *as they appear on the program descriptions*):

- 1). F23-Allegan County Pretrial Supervision Services
- 2). F-22-Allegan County Pretrial Assessments
- 3). G17-Substance Abuse testing
- 4). D08-Electronic Monitoring

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

NA

3. Key Objective #3 is intended to impact Pretrial Population

Please state the Objective: The objective is to increase the Appearance Rate.

List OCC Programs in support of Objective #3 (include CCIS Code and Local Name of Program *as they appear on the program descriptions*):

- 1). F23-Allegan County Pretrial Supervision Services
- 2). F-22-Allegan County Pretrial Assessments
- 3). G17-Substance Abuse testing
- 4). D08-Electronic Monitoring

List Non-OCC funded Programs in support of Objective #3:

NA

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| <p>4. Key Objective #4 is intended to impact Choose an item. Please state the Objective: NA</p> |
| <p>List OCC Programs in support of Objective #4 (include CCIS Code and Local Name of Program <i>as they appear on the program descriptions</i>):</p> |
| <p>NA</p> |
| <p>List Non-OCC funded Programs in support of Objective #4:</p> |
| <p>NA</p> |

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| <p>B: COMPAS Criminogenic Needs Profile</p> |
| <p>1. Please list the top 3 needs scales (medium/probable and high/highly probable combined) as identified within the COMPAS Criminogenic Needs and Risk Profile for all probationers provided by OCC. Additionally, identify both the local and OCC strategies that will impact the identified needs scales. <i>OCC funded strategies must be identified by CCIS Code and Local Name of Program as it appears on the program descriptions: The top 3 needs as identified within the COMPAS Criminogenic Needs and Risk Profiling data reports for is substance abuse at 84% (which is a 8% increase from last year), Criminal Personality at 68% (which is a 15% increase from last year), and Cognitive Behavioral at 57%, for the male population. The Female Criminogenic needs are identified as Substance Abuse at 89%, Criminal Personality at 70%, and Cognitive Behavioral at 68%. Local and OCC Strategies that will impact the identified needs scales will be to complete the following:</i></p> <p>2. Continue to provide Substance Abuse Programming that assists those individuals who are non incarcerated and incarcerated.</p> <p>3. Enroll females in the proposed trauma group.</p> <p>4. Continue providing the MRT program.</p> <p>5. Create Pretrial Supervision Services to assist with and reduce additional criminal involvement.</p> <p>6. Continue providing Career Readiness services which provide employment opportunities upon release of custody.</p> <p>7. Continue utilizing the Allegan County Speciality Courts.</p> <p>8. Restarting the Allegan County Community Reentry Units within the Correctional Facility.</p> <p>9. 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 and how to continue with programming while trying to reduce risk of exposure and the spread of the virus. 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. The negative impact resulted in a reduction of total projected enrollments, total successful participants and the dramatic loss of needed program for those individuals who were currently participating. Programming offers individuals 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.</p> |

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| <p>C: Local Practices to Address Probation Violators</p> |
| <p>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 referral</p> |

process. That referral may come directly from the Allegan County Probation/Parole Department or it could come through a jail referral obtained by the Allegan County CCAB Manager. Once eligibility is established, then the Allegan County CCAB Manager will forward the referral to the appropriate facilitator for an assessment. The programs that are available in Allegan County for the felony probation violators are as followed:

- 1). MRT
- 2). Career Readiness
- 3). Trauma for women
- 4). GED
- 5). Inmate worker
- 6). Work Release
- 7). Debt's Crew
- 8). AA/NA while in jail
- 9). Community Re-entry Unit
- 10). Anger Management
- 11). Bible Study
- 12). Families Victorious
- 13). Parenting Classes

D: 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 and 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. Using 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. 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 lockdown, is the increased use of Zoom meetings.**

E: 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)? **Defendants and Offenders who are in custody will get screened through the Pretrial Assessment process using the Praxis. If a defendant /offender is not covered under OCC funding, the Praxis is still used for screening by the CCAB Manager and will utilize other funding sources to complete this task. If the defendant/offender is not in custody, then a Substance Abuse Screening can occur at our local CMH.**
2. How do defendants and offenders get referred for a substance use assessment in your area (regardless of funding source)? **Once the PRAXIS is complete and a need is identified, then a referral will be sent from the CCAB Manager to the vendor for a substance use assessment.**
3. After screening, how do defendants and offenders get referred to appropriate ASAM level of care treatment in your area? **The CCAB Manager will send over all referrals for those individuals that are obtained while in custody.**

4. Are there any barriers or gaps in service to obtaining an assessment and treatment that your CCAB is requesting OCC funding to fill? **No** If so, please describe in detail: **NA**
5. What non-PA 511 funded services are available in your area? Be sure to include treatment court services. **All county residents may contact the Allegan County CMH for SUD services and they will meet with a master's level staff member that will determine if they need a HLOC screen or be referred to an open door provider for outpatient, Intensive Outpatient, Recovery Management, or MAT services. In addition, the Allegan County Sheriff's Office is working closely with the Allegan County CMH, and Arbor Circle, which is our only local provider, to be enrolled in our new SUD program that we are anticipating on starting on July 1, 2022. Allegan County also offers a variety of treatment court service affiliated with our Swift and Sure Program, Mental Health and Veteran's Courts.**

F: Comprehensive Corrections Plan Summary

1. Please explain how the Comprehensive Corrections Plan, in coordination with the local practices, will impact the State Board Priorities, and ultimately offender success: This Comprehensive Corrections Plan along with local practices will impact the State Board Priorities by continuing to provide services needed to the targeted populations of sentenced felons and our pretrial population. Without funding to continue with programming, the residents of Allegan County will be underserved for the necessary tools needed to be successful. The programs offered in Allegan County, along with those proposed in our comprehensive correction plan will focus on those individuals who are eligible for Pretrial releases, or is sentenced. Programming has proven to be a benefit to our community inside and outside of the our Corrections Center. To date, our programming has allowed us to share success stories that include an inmate who was able to obtain employment as a sentenced offender. This individual has maintained successful employment since his last day of incarceration until now. This secured employment has boosted his confidence and has allowed him to faithfully pay child support for his son, which he reported to be the first time he has ever been able to do since his son's birth. In addition, this individual has not committed any criminal activity that has resulted in a re-arrest. 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. Allegan County has proven that programming works and has been successful in keeping our PCR lower than the State's average for many years, consistently. It is the belief of our County's CCAB that programming encourages individual change. Positive change results in creating productive members of society, and not just warehousing inmates within our Corrections Center until their day of release. Our Comprehensive Plan provides us the services and resources needed to obtain our goal, while giving our community the benefits of an increased productive population within the community.
2. What steps will you take if you find that you are not meeting your objectives, or your strategies are not being implemented as planned? **The CCAB will take several steps if they are not meeting the objectives or strategies set out in this plan. Those steps include the CCAB Manager monitoring the data for the progress of the programming offered, and comparing that data with the objectives and strategies set in place by the Allegan County CCAB and the Strategic Planning Committee. If a deficiency is noted, then the CCAB Manager will reach out to our CCAB and request a meeting to discuss the short comings and request guidance on how they would like to proceed to get it back on track. The CCAB Manager will be in continued contact with the Community Corrections State Grant Coordinator with updates and seeking guidance to get those objectives back on track. The CCAB Manager will provide extra training to the CCAB, if needed, to gain support to correct any issues that are causing the Objectives to not be met.**
3. Program eligibility overrides may be requested in writing to the assigned OCC Specialist. Please document any additional override procedures your CCAB has approved. **The Allegan County CCAB has not established any additional documents for an override procedure. If there is an override needed, the CCAB Manager will contact the Community Corrections Specialist for approval.**



Program Description

Administration

FY: FY 2023
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 each eligibility screening 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).

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| 1. Local/other contributions to Administrative functions per fiscal year: \$ 52,896 <i>*this amount must be reflected in your budget documents within the OCC Funding Application.</i> |
| 2. How frequently are CCAB meetings held? quarterly What is included on CCAB meeting agendas? The meeting is called to order. Then the following items are on the agenda: Roll call, Introductions, Program Utilization updates, Financial Updates, Strategic planning information, updated business (Bylaws Review), necessary voting that is needed, roundtable and date for next meeting. |
| 3. Describe how expenditure reports are processed and verified then forwarded to OCC in Lansing: The expenditure reports are completed by the CCAB Manager and forwarded to the County's Finance Officer who reviews it and approves it. Once it is approved, the Finance Officer sends it to MDOC. Once it is approved by the Finance Officer, the CCAB Manager sends the report to the CCAB for review. |
| 4. When and how are utilization and expenditures monitored? The Utilization and Expenditures reports are completed by the CCAB Manager. The Utilization report is then sent to the State OCC Specialist and a copy is sent to the CCAB for review. In addition, both reports are discussed at the quarterly CCAB meetings. |
| 5. As a contractual requirement, how often does the CCAB manager meet with, visit, and evaluate contracted programs? The CCAB manager meets with the program facilitators weekly, and more often if needed, and will evaluate the contracted programs on a regular basis, which usually occurs at least 1 time per month. |
| 6. How often does the CCAB manager meet with program referral sources? (probation supervisors/agents, prosecutor, defense attorney, judges, etc.)? Quarterly, or more frequent, if needed. Explain: The CCAB Manager meets with the referral source quarterly during at our CCAB Meetings and has discussions with the referral via email when the referrals are sent. |



Program Description

Administration

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



Program Description

Supervision Services

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|--|----------|
| CCAB: Allegan County | FY: 2023 |
| Local Program Name: Electronic Monitoring | |
| Service Provider: Allegan County Sheriff's Office | |
| CCIS Service Type: D08 - Electronic Monitoring | |
| Total Projected New Enrollment: 20 | |
| For Regional CCABs, total projected new enrollment by member county: NA | |
| Projected Length of Stay in Days: 120 | |
| 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 | |

SUPERVISION SERVICES –

- Supervision programs include Electronic Monitoring (EM) and Intensive Supervision (IS).
- PA511 funds cannot be used to provide Electronic Monitoring Services for MDOC probationers unless it is for pretrial supervision of a probationer with a new charge (call your Community Corrections Specialist for exceptions).
- 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 supervision services.

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

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| <p>1. Supervision is an expected function of MDOC Probation. Please explain how this existing service is inadequate for your Comprehensive Corrections Plan and why Supervision Services are needed: This program will not be a function for MDOC Probation Department because the participants will be participants that are on Pretrial Services and have not been convicted of their current criminal charges.</p> |
| <p>2. Based on your objective(s), what is your target population?</p> |
| <p><input type="checkbox"/> Sentenced Felons <input checked="" type="checkbox"/> Pretrial (EM only) <input type="checkbox"/> Other: NA</p> |

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| <p>3. Describe the program:</p> |
| <p>a. What is the referral process to this service/program? The referral process will begin with the PRAXIS results to determine if electronic monitoring is needed. If it is determined that electronic monitoring is needed, a referral will be completed by the Pretrial Services staff, and an email will be submitted to the Judge, Prosecutor, the Public Defender's Office, and the Defense attorney noting Pretrial Eligibility along with a recommendation for electronic monitoring.</p> |
| <p>b. P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact for your target population(s).</p> <p>Sentenced Felons: A minimum of 4 scales are required for D23 Intensive Supervision eligibility.</p> <p><input checked="" type="checkbox"/> Vocational/Education <input checked="" type="checkbox"/> Social Environment <input checked="" type="checkbox"/> Criminal Association</p> |



Program Description

Supervision Services

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| <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Cognitive Behavioral <input checked="" type="checkbox"/> Criminal Personality <input type="checkbox"/> Leisure & Recreation | <input checked="" type="checkbox"/> Residential Instability <input checked="" type="checkbox"/> Family Criminality <input type="checkbox"/> Social Isolation <input checked="" type="checkbox"/> Criminal Opportunity |
| <p>Gender Responsive Scales:</p> <input type="checkbox"/> Experiences of Abuse as an Adult <input type="checkbox"/> Experiences of Abuse as a Child <input checked="" type="checkbox"/> Relationship Dysfunction <input type="checkbox"/> Parental Stress | |
| <p>D08 Electronic Monitoring Pretrial Only:</p> <input checked="" type="checkbox"/> Risk of Non-appearance <input checked="" type="checkbox"/> Risk of Re-arrest | |
| <p>c. If different from the COMPAS assessment, identify the name of the assessment used to determine eligibility and provide eligibility criteria: The PRAXIS will be the assessment tool used.</p> | |
| <p>d. Are offenders supervised through (select all that apply):</p> <p>Office Visits: <input checked="" type="checkbox"/> EMS: <input checked="" type="checkbox"/> TX Reporting: <input checked="" type="checkbox"/> TX System (e.g. OffenderLink): <input checked="" type="checkbox"/></p> <p>Field Contacts: <input type="checkbox"/> Other (describe): NA</p> | |
| <p>e. If using electronic monitoring or other technology (including phone <i>systems</i>) answer and clearly explain the following (use NA if not applicable to your program):</p> | |
| <p>i. What kind of equipment/system: GPS/Scram</p> | |
| <p>ii. Vendor for equipment/service: Attenti</p> | |
| <p>iii. Cost assessed by the vendor per unit/participant/day (clearly describe): GPS unit per day is \$10, and a \$25 installation fee per unit.</p> | |
| <p>iv. Who does the equipment installation/retrieval? Deputy MaryTheresa Spohn employed by the Allegan County Sheriff's Office will install/retrieve the equipment.</p> | |
| <p>v. Who sets up schedules and/or monitors compliance? Deputy MaryTheresa Spohn employed by the Allegan County Sheriff's Office will monitor compliance and schedules for the participant.</p> | |
| <p>f. What is the frequency of reporting/contact with the participant? It will vary based on the risk and needs of the participant. How is frequency of reporting/contact determined? The frequency is determined by the results from the PRAXIS.</p> | |
| <p>g. What happens during a typical "report?" A typical report will consist of any concerns about location points, or Scram reports. Additional questions will consist of court date information, police contact information, address verification, and any tether equipment concerns or questions that the participant may have. How long is it estimated to take? 15</p> | |



Program Description

Supervision Services

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| <p>h. What does this program provide that is different from MDOC Probation Supervision? This program enables a participant to be released from jail as a Pretrial Detainee, and continue with current employment, raising a family, and having the ability to seek and attend treatment while waiting for the court process to be completed.</p> |
| <p>i. This program uses PA-511 funds for drug/alcohol testing. <i>If you select “uses PA-511 funds” you are required to complete a G17 Substance Abuse Testing program description.</i></p> |
| <p>j. 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 information obtained will not be shared with the MDOC Probation Agents, as these participants have not been convicted of a crime and are not on Probation Supervision. Progress reports and termination reports will be submitted to the Defense Attorney, the Prosecutor and the PSI writer.</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: Electronic Monitoring is tailored to a defendant's assessed risk levels and geared to promoting court appearance and public safety.</p> |
| <p>4. Evaluation is part of evidence-based principles which you must identify in section (a). You are required to develop at least one key performance measure for this program in section (b). Be sure to include the data source, how its tracked and measured.</p> |
| <p>a. Describe how this program meets each of the following Evidence Based Principles:</p> <ol style="list-style-type: none">1. Assess Actuarial Risk/Needs - This program meets the evidence based principles by utilizing the PRAXIS for the screening and needs assessments. The PRAXIS is a reliable tool used to determine the level of risk and needs for participant and it will determine how intense the level of supervision is needed based on the risks identified in the PRAXIS to be effective in meeting the objective, while providing the least restrictive services for the participant.2. Enhance Intrinsic Motivation - Staff will relate to the participants of this program with sensitivity and interpersonally, while using constructive ways to enhance intrinsic motivation in offenders. Motivation to change is the dynamic and the probability that change may occur through interpersonal interactions. The facilitator will encourage and promote change to occur internally by enhancing intrinsic motivations.3. Target Interventions (indicate all that apply)<ol style="list-style-type: none">a. Risk Principle: Prioritize supervision and treatment resources for higher risk offenders -The Risk Principle will be applied by identifying the participants who are at a higher risk to re-offend, as well as identifying their Public Safety Risk.b. Need Principle: Target interventions to criminogenic needs –The participants that are placed in this program will have their needs identified along with their risk assessments completed and placed on the level of supervision that is determined by the PRAXIS. This program can service participants that the Judicial system may |



Program Description

Supervision Services

hesitate to allow out of custody for public safety reasons, but with electronic monitoring, it can assist in keeping the public safe, while allowing a higher risk offender out of custody while they wait for the court process to be completed.

- c. **Responsivity Principle:** Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs -This program will identify and address the needs of the participants to include an individuals characteristics to include but not limited to culture, motivational stages, developmental stages, and learning styles. If additional services are identified while in this program, those referrals will be made to reflect the needs of the participant.
- d. **Dosage:** Structure 40-70% of high-risk offenders' time for 3-9 months -NA
- e. **Treatment Principle:** Integrate treatment into the full sentence/sanction requirements -NA

4. **Skill Train with Directed Practice** - NA

5. **Increase Positive Reinforcement** – Increased positive reinforcement is vital in this program and will be utilized to promote the participant is being compliant with their GPS schedule/locations, as well as no positive alcohol detections.

6. **Engage Ongoing Support in Natural Communities** - NA

7. **Measure Relevant Processes/Practices** - The facilitator will measure relevant practices by documenting case notes, progress reports and termination reports.

8. **Provide Measurement Feedback** - The facilitator will provide measurable feedback throughout the program.

b. **Program Key Performance Measure (required)** - 85% of participants enrolled in pretrial supervision will not engage in additional criminal behavior while in the program.

Data Element (required) - The data that will be retrieved from the Jail Management System and the Judicial Data system.

Tracking Source (required) - The CCAB Manager will obtain and track this information.

Additional Program Key Performance Measure - 85% of defendants enrolled in pretrial electronic monitoring while on pretrial services will successfully complete this program.

Data Element – The GPS/SCRAM reports will be the data used.

Tracking Source - The CCAB Manager will obtain and track this information.

Additional Program Key Performance Measure - 85% of participants enrolled in this program will have less than 3 GPS violations while in the program.

Data Element – The GPS/SCRAM reports will be the data used.

Tracking Source - The CCAB Manager will obtain and track this information for statistical purposes.



Program Description

Supervision Services

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA



Program Description

Group Programming

| | |
|---|----------|
| CCAB: Allegan County | FY: 2023 |
| Local Program Name: MRT | |
| Service Provider: Allegan County Sheriff's Office | |
| CCIS Service Type: C01 - Cognitive | |
| Total projected number of new enrollments: 50 | |
| For Regional CCABs, projected number of new enrollments per member county: NA | |
| Program Location (select all that apply): Jail: <input type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/> | |
| Program status: Continuation | |
| If modification, describe here: NAThe | |

GROUP/CLASS DELIVERED PROGRAMMING –

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

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

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

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



Program Description

Group Programming

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

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

Gender Responsive Scales:

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

Felony Probation Violator, regardless of COMPAS Assessment Score

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

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

ii. Identify what skills are taught in this program: **The skills taught in this program are as followed:**

- 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.**



Program Description

Group Programming

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 4 years ago and then the county paid for the instructor to attend the Advanced MRT Course 3 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 section (a.). You are also **required** to develop **at least one key performance measure** for this program in section (b.). Be sure to include the data source, how its tracked and measured. **NOTE:** Successful completion of programming, if listed as the only key performance measure, is not sufficient.

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

- 1. Assess Actuarial Risk/Needs** – The potential participants are screened based on their COMPAS results.
- 2. Enhance Intrinsic Motivation** – This program is centered around internal change, which begins with the curriculum that is used. "How to Escape Your Prison", focus' on lasting change.
- 3. Target Interventions (indicate all that apply)**
 - a. Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** –This program targets medium to high risk offenders to promote change. This curriculum addresses the needs of the participants who present multiple criminogenic needs.
 - b. Need Principle: Target interventions to criminogenic needs** –MRT addresses the criminogenic needs identified in their assessment. These needs are dynamic risk factors and are addressed throughout the several week program.
 - c. Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** –This program addresses cultural differences/needs, gender needs, developmental stages and learning styles. Although this group is conducted in a group environment, one on one time is offered to each participant during each step of completion.
 - d. Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** –MRT participants are given homework weekly and it is due the following week. Part of



Program Description

Group Programming

the curriculum is to participate and complete community service. In addition, this program requires the participants to attend group weekly. It creates a structured environment for them while attending the program.

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

4. Skill Train with Directed Practice – This program provides evidence-based programming that emphasizes cognitive-behavioral strategies and is delivered by well trained staff. The skills taught to the participant are practiced and role played which results in pro-social attitudes and behaviors are positively reinforced by the facilitator.

5. Increase Positive Reinforcement – The participants are required to role play and participate in the group exercises by providing testimonies in different portions of the curriculum. Positive reinforcements are used by the facilitator and their peers of this group to encourage the participant to continue moving forward in the curriculum.

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

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

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

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

Data Element (required) – Judicial Data Warehouse and Jail Management system data will be used to retrieve that data.

Tracking Source (required) – The CCAB Manager will obtain and review this data quarterly.

Additional Program Key Performance Measure – 80% of the participants will successfully complete the program.

Data Element – The provider evaluation/completion notes will be used to obtain this data.

Tracking Source – The CCAB Manager will obtain and review this data quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA



Program Description

Group Programming

Data Element - NA

Tracking Source - NA



Program Description

Pretrial Supervision Services

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|---|----------|
| CCAB: Allegan County | FY: 2023 |
| Local Program Name: Pretrial Supervision | |
| Service Provider: Allegan County Sheriff's Office | |
| 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: 120 | |
| 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 | |

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

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

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

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

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| 2. Describe the program: |
| <p>a. A Pretrial risk assessment is mandatory for pretrial supervision services. What are your eligibility criteria based on the assessed risk levels? Be sure to include assessment scores. Defendants eligible for F23 Pretrial Supervision are defendants charged with an OUIL III, defendants charged with a felony who score at least a 3 on the PRAXIS. Defendants who are currently charged with a FTA will be ineligible for this service.</p> |
| <p>b. If using electronic monitoring (GPS and/or SCRAM) answer and clearly explain the following questions (use NA if not applicable to your program):</p> <p>**Refer to the first page for information on pretrial EM eligibility information.</p> |
| <p style="margin-left: 40px;">i. What kind of equipment/system: GPS monitoring.</p> |
| <p style="margin-left: 40px;">ii. Vendor for equipment/service: Attenti</p> |



Program Description

Pretrial Supervision Services

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



Program Description

Pretrial Supervision Services

3. Provide the following information:

(For CCABs requesting a new initiative, provide the expected or current appearance and public safety rates as defined below)

a. **What is the appearance rate? 100% at the end of the first quarter of our program beginning. (The percentage of released defendants on OCC-funded supervision who attend all scheduled court appearances.)**

b. **What is the public safety rate? 100% at the end of the first quarter of our program beginning. (The percentage of released defendants on OCC-funded supervision who are not charged with a new criminal offense before adjudication.)**

c. **What is the success/compliance rate? 100% at the end of the first quarter of our program beginning. (The percentage of released defendants on OCC-funded supervision who appear for all scheduled court appearances and remain arrest-free.)**

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

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

1. Assess Actuarial Risk/Needs – This program meets the evidence based principles by utilizing the PRAXIS for the screening and needs assessments. The PRAXIS is a reliable tool used to determine the level of risk and needs for participant and it will instruct how intense the level of supervision is needed based on the risks identified in the PRAXIS to be effective in meeting the objective, while providing the least restrictive services for the participant.

2. Enhance Intrinsic Motivation - Staff will relate to the participants of this program with sensitivity and interpersonally, while using constructive ways to enhance intrinsic motivation in offenders. Motivation to change is the dynamic and the probability that change may occur through interpersonal interactions. The facilitator will encourage and promote change to occur internally by enhancing intrinsic motivations.

3. Target Interventions (indicate all that apply)

a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders -The Risk Principle will be applied by identifying the participants who are at a higher risk to re-offend, as well as identifying their Public Safety Risk.**

b. **Need Principle: Target interventions to criminogenic needs – NA**

c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs –This program will identify and address the needs of the participants to include an individuals characteristics to include but not limited to culture, motivational stages, developmental stages, and learning styles. If additional services are identified while in this program, those referrals will be made to reflect the needs of the participant.**

d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months -NA**



Program Description

Pretrial Supervision Services

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

4. **Skill Train with Directed Practice - NA**

5. **Increase Positive Reinforcement** - Increased positive reinforcement is vital in this program and will be utilized to promote continued success with negative drug screens and no missed court dates.

6. **Engage Ongoing Support in Natural Communities - NA**

7. **Measure Relevant Processes/Practices** - The facilitator will measure relevant practices by documenting case notes, progress reports and termination reports.

8. **Provide Measurement Feedback** - The facilitator will provide measurable feedback throughout the program.

b. **Program Key Performance Measure – Appearance Rate (required) – 85% of defendants enrolled in pretrial supervision will attend all scheduled court appearances while in the program.**

Data Element (required) – Court data for Failure to Appear information.

Tracking Source (required) – The CCAB Manager will obtain and track this information for statistical purposes.

Program Key Performance Measure – Public Safety Rate (required) – 85% of participants enrolled in pretrial supervision will not engage in additional criminal behavior while in the program.

Data Element (required) – The Jail Management Data will be used to obtain this data.

Tracking Source (required) – The CCAB Manager will obtain and track this information for statistical purposes.

Program Key Performance Measure – Success/Compliance Rate (required) – 85% of participants enrolled in this program will successfully complete the program with no additional arrests and will have appeared for all of their scheduled court appearances.

Data Element (required) – Data located in the Court system and Jail system will be used.

Tracking Source (required) – The CCAB Manager will obtain and track this information for statistical purposes.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA



Program Description

Pretrial Supervision Services



Program Description

Pretrial Risk Assessment Services

| | |
|---|----------|
| CCAB: Allegan County | FY: 2023 |
| Local Program Name: 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: Continuation | |
| If modification, describe here: NA | |

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

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

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

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

| |
|--|
| 2. Describe the program: |
| a. Describe eligibility criteria, including exclusionary criteria, for an assessment: Eligibility criteria will include pretrial defendants, charged with a felony, and housed in jail awaiting arraignment. Exclusionary criteria will include a defendants who are currently under MDOC supervision, currently being charged with an assaultive felony, pose a danger to society, or has a hold for another county. |
| b. What programs (PA511 and/or locally funded) require this assessment to determine eligibility? Pretrial Supervision |
| c. What assessment instrument is proposed? The Praxis |
| d. Is the assessment completed through an interview with the defendant or would the defendant fill out a questionnaire for later scoring? The assessment will be completed through an interview with the defendant. |
| e. Is the assessment completed prior to arraignment? Choose an item. |
| f. Describe the training, certification process, or credentials of the person(s) doing the assessment(s) which qualify him/her to do them – include dates of training/certification and who conducted the training: The CCAB Manager has received training to complete the Praxis. In addition, the CCAB Manager has reviewed the "Praxis Instruction Manual 2017- A Michigan Pretrial Risk Assessment Tool" and "The Standards on Pretrial Release: 2020" by NAPSA, that resulted in additional knowledge used to complete the PRAXIS. |



Program Description

Pretrial Risk Assessment Services

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



Program Description

Pretrial Risk Assessment Services

1. **Assess Actuarial Risk/Needs** - This program meets the evidence based principles by utilizing the PRAXIS for the screening and needs assessments. The PRAXIS is a reliable tool used to determine the level of risk and needs for participant and it will instruct how intense the level of supervision is needed based on the risks identified in the PRAXIS to be effective in meeting the objective, while providing the least restrictive services for the participant.
 2. **Enhance Intrinsic Motivation** - Staff will relate to the participants of this program with sensitivity and interpersonally, while using constructive ways to enhance intrinsic motivation in offenders. Motivation to change is the dynamic and the probability that change may occur through interpersonal interactions. The facilitator will encourage and promote change to occur internally by enhancing intrinsic motivations.
 3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders** -The Risk Principle will be applied by identifying the participants who are at a higher risk to re-offend, as well as identifying their Public Safety Risk.
 - b. **Need Principle: Target interventions to criminogenic needs** -NA
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs** -This program will identify and address the needs of the participants to include an individuals characteristics to include but not limited to culture, motivational stages, developmental stages, and learning styles. If additional services are identified while in this program, those referrals will be made to reflect the needs of the participant.
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months** -NA
 - e. **Treatment Principle: Integrate treatment into the full sentence/sanction requirements** -NA
 4. **Skill Train with Directed Practice** - NA
 5. **Increase Positive Reinforcement** - Increased positive reinforcement is vital in this program and will be utilized to promote continued success regarding reporting as scheduled and appearing for all court dates.
 6. **Engage Ongoing Support in Natural Communities** - NA
 7. **Measure Relevant Processes/Practices** - The facilitator will measure relevant practices by documenting case notes, progress reports and termination reports.
 8. **Provide Measurement Feedback** - The facilitator will provide measurable feedback throughout the program.
- b. **Program Key Performance Measure – Concurrence Rate (required) – 85% of all referred participants will be accepted into the program in conjunction with the bond request and at the level referred.**



Program Description

Pretrial Risk Assessment Services

Data Element (required) – The Data used will consist of a comparison of the referrals sent, the risk level authorized and the bond amount requested, to those that are placed in the program.

Tracking Source (required) – The CCAB Manager will track this on a monthly basis by using that data.

Program Key Performance Measure – Release Rate (required) – 85% of the participants will be released from custody, as a reflection of the referral being sent and will be placed into the program.

Data Element (required) – The data will be retrieved using the jail information to determine if the release occurred post referral, along with any additional information retrieved from the courts about acceptance or denial into the program.

Tracking Source (required) – The CCAB Manager will track this on a monthly basis by using that data.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA



Program Description

Substance Abuse Testing

| | |
|---|----------|
| CCAB: Allegan County | FY: 2023 |
| Local Program Name: Pretrial 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 | |
| Program Location (select all that apply): Jail: <input type="checkbox"/> Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/> | |
| Program Status: Continuation | |
| 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 and best practice standards 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 program is needed because it will service those in need, who have a history of a substance abuse conviction, and is currently on our Pretrial Supervision program. This service is for pretrial participants that have not been convicted or placed on probation supervision.</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 for each target population.</p> <p>Sentenced Felons: You must identify the number of scales required for eligibility here: Choose an item.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input type="checkbox"/> Vocational/Education</td> <td style="width: 33%;"><input type="checkbox"/> Social Environment</td> <td style="width: 33%;"><input type="checkbox"/> Criminal Association</td> </tr> <tr> <td><input type="checkbox"/> Substance Abuse</td> <td><input type="checkbox"/> Residential Instability</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Cognitive Behavioral</td> <td><input type="checkbox"/> Family Criminality</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Criminal Personality</td> <td><input type="checkbox"/> Social Isolation</td> <td></td> </tr> </table> | <input type="checkbox"/> Vocational/Education | <input type="checkbox"/> Social Environment | <input type="checkbox"/> Criminal Association | <input type="checkbox"/> Substance Abuse | <input type="checkbox"/> Residential Instability | | <input type="checkbox"/> Cognitive Behavioral | <input type="checkbox"/> Family Criminality | | <input type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | |
| <input type="checkbox"/> Vocational/Education | <input type="checkbox"/> Social Environment | <input type="checkbox"/> Criminal Association | | | | | | | | | | |
| <input type="checkbox"/> Substance Abuse | <input type="checkbox"/> Residential Instability | | | | | | | | | | | |
| <input type="checkbox"/> Cognitive Behavioral | <input type="checkbox"/> Family Criminality | | | | | | | | | | | |
| <input type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | | | | | | | | | | | |



Program Description

Substance Abuse Testing

- Leisure & Recreation Criminal Opportunity

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**
- c. How do you determine the frequency of testing? **The frequency is determined by the information obtained in the PRAXIS, while using the Pretrial Best Practices standards.** Who determines the frequency of testing? **The provider will complete the PRAXIS and the frequency will be determined by the results obtained from the PRAXIS.**
- d. Identify the type of substance abuse testing provided (urinalysis, breath, multi panel, instant, lab confirmation, etc.) **The substance abuse tests being provided will be a mouth swab or a breath test.**
- e. Provide the itemized cost for testing supplies and equipment: **Currently, the cost for the mouth pieces and PBT is \$300. The cost for the Mouth Swabs have already been covered.**
- f. Is OCC-funded drug testing staff/provider billed hourly or per test? **The OCC funded drug testing will be billed hourly.**
- g. Describe how best practices standards are followed (same gender-observed testing, random testing, chain of custody, etc.): **Best practices standards will be utilized. Some of those practices include random testing. Gender testing will be preferred but not required because swab testing will be utilized. The chain of custody will occur starting with the test being administered, collected, then submitted all by the same individual with the results of that test being documented.**
- h. How are delivered services and participant progress and participation documented by the staff/provider? **The provider will document the testing and provide a written report to the Defense Attorney, Prosecutor, and PSI writer for any positive tests.**
- 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 a monthly basis, or sooner, if the need arises. Intake and termination reports will be created and forwarded to the Defense attorney, the Prosecutor and the PSI writer**



Program Description

Substance Abuse Testing

j. toward the end of their program participation prior to being sentenced. The same parties will be notified within 1 week of any violations or positive drug screens while the participant is in the program.

k. 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, the PRAXIS indicates a need to monitor drug use behavior, and there is a prior drug conviction. 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.**

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

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

1. **Assess Actuarial Risk/Needs – The PRAXIS will be used during the Pretrial Assessment process to determine if the participant qualifies for this program. The PRAXIS will identify the Risk, the Need, and the intensity level needed for the participants. Our Criminogenic Needs indicate that Substance Abuse remains an issue in our county. The PRAXIS will be used to identify the needs, the risk level and the frequency of this program, while providing this program to rest on the foundation of evidenced based principles.**
2. **Enhance Intrinsic Motivation – Staff will relate to the participants of this program with sensitivity and interpersonally, while using constructive ways to enhance intrinsic motivation in offenders. Motivation to change is the dynamic and the probability that change may occur through interpersonal interactions. The facilitator will encourage and promote change to occur internally by enhancing intrinsic motivations**
3. **Target Interventions (indicate all that apply)**
 - a. **Risk Principle: Prioritize supervision and treatment resources for higher risk offenders –The Risk Principle will be applied by identifying the participants who are at a higher risk to re-offend.**
 - b. **Need Principle: Target interventions to criminogenic needs –The Needs principle will focus on the participants' greatest needs which will be identified in the PRAXIS, which reflects a substance abuse issue.**
 - c. **Responsivity Principle: Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs –NA.**
 - d. **Dosage: Structure 40-70% of high-risk offenders' time for 3-9 months -NA**



Program Description

Substance Abuse Testing

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

4. **Skill Train with Directed Practice - NA**

5. **Increase Positive Reinforcement – Increased positive reinforcement is vital in this program and will be utilized to promote continued success with negative drug screens and no missed court dates.**

6. **Engage Ongoing Support in Natural Communities - NA**

7. **Measure Relevant Processes/Practices – The facilitator will measure relevant practices by documenting case notes, progress reports and termination reports.**

8. **Provide Measurement Feedback – The facilitator will provide measurable feedback throughout the program.**

b. **Program Key Performance Measure (required) - A key performance measure will be used 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.**

Data Element (required) – The Judicial Data will be used.

Tracking Source (required) – The CCAB Manager will track this information on a quarterly basis.

Additional Program Key Performance Measure - Another key performance measure that will 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.

Data Element – The Judicial Data and Jail Management Data will be used to obtain this information.

Tracking Source – The CCAB Manager will track this information on a quarterly basis.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA



Program Description

Outpatient Treatment Programming

| | |
|---|----------|
| CCAB: Allegan | FY: 2023 |
| Local Program Name: Women's Trauma Group | |
| Service Provider: Cognitive Consultants | |
| 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: 150 | |
| 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 | |

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 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 and DOES NOT replace the required actuarial assessment.</p> <p>P.A. 511 states eligibility for programming must include moderate to high risk. Please select which needs the program will impact for your target population(s).</p> <p>Sentenced Felons: You must identify the number of scales required for referral here: 1</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input type="checkbox"/> Vocational/Education</td> <td style="width: 33%;"><input checked="" type="checkbox"/> Social Environment</td> <td style="width: 33%;"><input checked="" type="checkbox"/> Criminal Association</td> </tr> <tr> <td><input checked="" type="checkbox"/> Substance Abuse</td> <td><input checked="" type="checkbox"/> Residential Instability</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Cognitive Behavioral</td> <td><input checked="" type="checkbox"/> Family Criminality</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Criminal Personality</td> <td><input type="checkbox"/> Social Isolation</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Leisure & Recreation</td> <td><input checked="" type="checkbox"/> Criminal Opportunity</td> <td></td> </tr> </table> <p>Gender Responsive Scales: <input checked="" type="checkbox"/> Experiences of Abuse as an Adult</p> | <input type="checkbox"/> Vocational/Education | <input checked="" type="checkbox"/> Social Environment | <input checked="" type="checkbox"/> Criminal Association | <input checked="" type="checkbox"/> Substance Abuse | <input checked="" type="checkbox"/> Residential Instability | | <input checked="" type="checkbox"/> Cognitive Behavioral | <input checked="" type="checkbox"/> Family Criminality | | <input checked="" type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | | <input type="checkbox"/> Leisure & Recreation | <input checked="" type="checkbox"/> Criminal Opportunity | |
| <input type="checkbox"/> Vocational/Education | <input checked="" type="checkbox"/> Social Environment | <input checked="" type="checkbox"/> Criminal Association | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> Substance Abuse | <input checked="" type="checkbox"/> Residential Instability | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> Cognitive Behavioral | <input checked="" type="checkbox"/> Family Criminality | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> Criminal Personality | <input type="checkbox"/> Social Isolation | | | | | | | | | | | | | | |
| <input type="checkbox"/> Leisure & Recreation | <input checked="" type="checkbox"/> Criminal Opportunity | | | | | | | | | | | | | | |



Program Description

Outpatient Treatment Programming

| |
|--|
| <p><input checked="" type="checkbox"/> Experiences of Abuse as a Child</p> <p><input checked="" type="checkbox"/> Relationship Dysfunction</p> <p><input checked="" type="checkbox"/> Parental Stress</p> <p><input checked="" type="checkbox"/> Felony Probation Violators, regardless of COMPAS Assessment Score</p> <p><input type="checkbox"/> Pretrial Defendants – list referral criteria here: NA</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 COMPAS assessment tool will be used for this program.</p> |
| <p>ii. Who completes the assessment? The CCAB Manager will interview the sentenced felons and determine eligibility based on their COMPAS scores, which will be retrieved from the MDOC Probation Department. Referrals from the courts and the Probation Department will be accepted, as well.</p> |
| <p>iii. Does the assessment result in a recommended level of treatment per American Society of Addiction Medicine (ASAM) criteria? No</p> |
| <p>c. Identify who is responsible for confirming eligibility and describe the process. The CCAB Manager will confirm eligibility.</p> |
| <p>d. Describe the program design:</p> |
| <p>i. Name of curriculum or treatment model: Seeking Safety</p> |
| <p>ii. Identify what skills are addressed within the treatment program: Safe coping skills, what does recovery look like, stages of healing, noticing your strengths, safety above all, show up no matter what, honesty, and free yourself from substance abuse are some of the skills taught in this program.</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? 3</p> |
| <p>v. How many sessions does this group curriculum provide? 20</p> |
| <p>vi. Minimum number of group sessions attended for successful completion: 18</p> |
| <p>vii. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: This program will be offered virtually for individuals that are not currently in custody.</p> |
| <p>viii. If individual sessions are part of the program and billed separately, how many individual sessions are anticipated per participant? 5</p> |
| <p>ix. On what basis would individual sessions be used? Individual sessions would be used if there is not enough participants to conduct a group.</p> |
| <p>e. Identify the license and/or credentials held by your service provider qualifying him/her to provide this service: The facilitator will have a BA or MA/MSW with Seeking Safety training.</p> |
| <p>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?</p> |



Program Description

Outpatient Treatment Programming

(i.e., progress notes, case notes and/or group notes) Services will be delivered virtually through a subcontractor. The facilitator will provide weekly reports documenting attendance, participation and progress of each participant. The CCAB Manager will update the MDOC Probation Department on a monthly basis with progress updates for each individual, unless there is a need to update them more frequently.

- g. Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: **Our Criminogenic data reflects the need to offer a Women's Trauma Group in Allegan County. Although, we are not able to locate a current provider, we have been able to obtain a provider out of Ionia County who is willing to partner with us to provide the much needed services to their community and ours, virtually. This program will address the needs of our female population.**

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

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

1. **Assess Actuarial Risk/Needs** - The potential participants are screened based on their COMPAS results.
2. **Enhance Intrinsic Motivation** – Enhanced intrinsic motivation is used in this program to encourage interpersonal change.
3. **Target Interventions (minimum of 1 required; indicate all that apply)**
 - a. **Risk Principle:** Prioritize supervision and treatment resources for higher risk offenders -This program targets medium to high risk offenders to promote change. This curriculum addresses the needs of the participants who present multiple criminogenic needs.
 - b. **Need Principle:** Target interventions to criminogenic needs –This program addresses the criminogenic needs identified in their assessment. These needs are dynamic risk factors and are addressed throughout the several week program.
 - c. **Responsivity Principle:** Be responsive to temperament, learning style, motivation, culture, and gender when assigning programs -This program addresses cultural differences/needs, gender focused, developmental stages and learning styles.
 - d. **Dosage:** Structure 40-70% of high-risk offenders' time for 3-9 months -NA
 - e. **Treatment Principle:** Integrate treatment into the full sentence/sanction requirements -NA
4. **Skill Train with Directed Practice** – Some of the strategies and skills used in this program are: Stay safe Respect yourself, Use coping—not substances—to escape the pain, Make the present and future better than the past Learn to trust, Take good care of your body, Get help from safe people, To heal fully from PTSD, become substance-free, If one method doesn't work, try something else, and Never, never, never, never, never, never, never, never give up!



Program Description

Outpatient Treatment Programming

5. Increase Positive Reinforcement - Positive reinforcements are used by the facilitator and the peers of this group to encourage the participants to continue moving forward in the curriculum and to never give up.

6. Engage Ongoing Support in Natural Communities - NA

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

8. Provide Measurement Feedback – Measurement feedback is given to the participants during the program to include making the right choices, choosing the "new way" vs. the "old way" of doing things, as well as reporting successful accomplishments when goals are met.

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

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

Tracking Source (required) - The CCAB Manager will obtain and review this data quarterly.

Additional Program Key Performance Measure - 80% of the participants will successfully complete the program.

Data Element - The provider evaluation/completion notes will be used to obtain this data.

Tracking Source - The CCAB Manager will obtain and review this data quarterly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA



Program Description

Group Programming

| | |
|---|----------|
| CCAB: Allegan | FY: 2023 |
| Local Program Name: Career Readiness | |
| Service Provider: Outlook Academy | |
| CCIS Service Type: B15- Employment Skills | |
| Total projected number of new enrollments: 45 | |
| For Regional CCABs, projected number of new enrollments per member county: NA | |
| Program Location (select all that apply): Jail: <input checked="" type="checkbox"/> Residential: <input type="checkbox"/> Community: <input type="checkbox"/> | |
| Program status: Continuation | |
| If modification, describe here: NA | |

GROUP/CLASS DELIVERED PROGRAMMING –

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

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

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

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



Program Description

Group Programming

| | | |
|--|---|--|
| <input checked="" type="checkbox"/> Vocational/Education <input checked="" type="checkbox"/> Substance Abuse <input type="checkbox"/> Cognitive Behavioral <input type="checkbox"/> Criminal Personality <input type="checkbox"/> Leisure & Recreation | <input type="checkbox"/> Social Environment <input checked="" type="checkbox"/> Residential Instability <input checked="" type="checkbox"/> Family Criminality <input type="checkbox"/> Social Isolation <input checked="" type="checkbox"/> Criminal Opportunity | <input checked="" type="checkbox"/> Criminal Association |
| <p>Gender Responsive Scales:</p> <input type="checkbox"/> Experiences of Abuse as an Adult <input type="checkbox"/> Experiences of Abuse as a Child <input type="checkbox"/> Relationship Dysfunction <input type="checkbox"/> Parental Stress | | |
| <input checked="" type="checkbox"/> Felony Probation Violator, regardless of COMPAS Assessment Score | | |
| <p>e. Describe the program design (programs using this description form should be delivered through a group or class structure):</p> | | |
| <p>i. Name of curriculum: Career Readiness</p> | | |
| <p>ii. Identify what skills are taught in this program: The skills taught in this program include the completion of Work Keys, completing a career interest inventory, developing a resume and cover letter, keyboarding skills, career coaching (O*NET Program), Computer Literacy, Job interviews, and TRIO (college applications, college exploration, academic advising, financial aid, FASFA application).</p> | | |
| <p>iii. Is the group open or closed? Open</p> | | |
| <p>iv. What is the minimum/maximum number of participants per group, as identified in the curriculum? The minimum number of group is 3 and the maximum of group 10.</p> | | |
| <p>v. Minimum number of group sessions attended for successful completion: 25</p> | | |
| <p>vi. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: NA</p> | | |
| <p>f. Identify the training or credentials held by your service provider qualifying him/her to provide this service: There is a facilitator with a Special Education Certification, 3 facilitators that have their teaching certificates, and 1 facilitator that has a Bachelor's Degree in Social Work and Criminal Justice. In addition, 1 facilitator has a Career Coaching Certification.</p> | | |
| <p>g. How are delivered services and individual progress and participation documented by the service provider and provided to the probation agents and/or referral source? (i.e., progress notes, case notes and/or group notes) The facilitator provides attendance reports and progress reports on a monthly basis, but they can provide them sooner if requested by the CCAB Manager.</p> | | |
| <p>h. Provide any other pertinent information you feel is necessary: At first glance this program may appear to be a replica to Michigan Works, however it is not. Career Readiness provides a participant the knowledge on how to complete college applications, complete mock interviews, complete zoom interviews, complete</p> | | |



Program Description

Group Programming

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

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

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

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



Program Description

Group Programming

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

Data Element (required) – Case notes will be provided on monthly for review.

Tracking Source (required) – The CCAB Manager will obtain and review this data monthly.

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Additional Program Key Performance Measure - NA

Data Element - NA

Tracking Source - NA

Program Cost Descriptions FY2023

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 | 32,720 | 54,534 | | 87,254 | \$52.44 hourly wage/benefits for 30% of the time are terms of reimbursement. Duties include entering all data required into COMPAS, screening appropriate clients for program participation, training, monthly expenditure and utilization reports. |
| F23 - Pretrial Supervision | 10,907 | | | 10,907 | \$52.44 hourly wage/benefits for 10% of the time are terms of reimbursement. Duties include conducting supervision reporting, creating reports for the courts prior to sentencing or necessary updates. Document reporting information, looking up court information for client an assisting with referrals to additional services when appropriate. |
| F22 - Pretrial Services | 10,907 | | | 10,907 | \$52.44 hourly wage/benefits for 10% of the time are terms of reimbursement. Duties include printing off jail arraignment sheets daily, screening those who preliminary qualify for the program, completing the Praxis and interview the potential participants. Send emails to the courts for those who are eligible to participate in the program, along with bond recommendations to reflect their risk level, determined by the PRAXIS |
| | | | | - | |
| | | | | - | |
| | | | | - | |
| | | | | - | |
| Totals | 54,534 | 54,534 | - | 109,067 | |

| 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 | 18,237 | 54,712 | | 72,950 | \$41.75 hourly wage/benefits for 20% of the time are terms of reimbursement. Duties include assessing the potential participant who was referred into the program fro eligibility requirements and dedication to completion. Providing release of information to participants for signature, supply that individual with a attend regular training, facilitate MRT classes, and provide weekly updates to the CCAB Manager. |
| G17 - Pretrial Substance Abuse testing | 9,119 | | | 9,119 | \$41.75 hourly wage/benefits for 10% of the time are terms of reimbursement. Duties include maintaining a list of those who are in the program, present the participant with a manual utilizing best practice information, administering the drug tests, documenting the results, and notifying Lt. Cummins with weekly updates for Pretrial Supervision. |
| D08 - Pretrial Electronic Monitoring | 9,119 | | | 9,119 | \$41.75 hourly/wage benefits for 10% of the time are terms of reimbursement. Duties include maintaining a list of those participants who are in the program. Applying the electronic monitoring GPS/SCRAM tether units onto participants, and monitoring the data retrieved from thos monitor. Create progress reports monthly, or sooner if needed. |
| Totals | 36,475 | 54,712 | - | 91,187 | |
| Salary & Wage Totals | 91,008 | 109,246 | - | 200,254 | |

Contractual Services

Contract 1

| | |
|-------------------------|---|
| 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 2

| | |
|-------------------------|---|
| Name of Provider: | Trauma for Women |
| Services Provided: | Cognitive Consultants Trauma group teaching Seeking Safety to women |
| Terms of Reimbursement: | Invoiced monthly for services, |

Funding Sources & Cost Allocation

| Program Code | CPS | Local/Other | Fee Revenue | Totals |
|-----------------------------|--------|-------------|-------------|--------|
| G18 - Allegan County Trauma | 24,000 | | | 24,000 |
| | | | | - |
| Sub - Total | 24,000 | - | - | 24,000 |

| | | | | |
|--------------|--------|---|---|--------|
| Total | 47,330 | - | - | 47,330 |
|--------------|--------|---|---|--------|

| Equipment | | | | | |
|--------------------------------------|-------|-------------|-------------|--------|---|
| Program Code | CPS | Local/Other | Fee Revenue | Totals | Description |
| B15 - Career Readiness | 1,500 | | | 1,500 | 2 additional computers to complete applications and resumes |
| C01 - MRT | 1,875 | | | 1,875 | 75 MRT books at \$25 per book |
| D08 - Pretrial Electronic Monitoring | 2,300 | | | 2,300 | PBT and GPS tethers. GPS tethers are \$10 per day per unit. PBT unit costs \$270.00 one time fee. |
| | | | | - | |
| Total | 5,675 | - | - | 5,675 | |

| Supplies | | | | | |
|--|-----|-------------|-------------|--------|---|
| Program Code | CPS | Local/Other | Fee Revenue | Totals | Description |
| B15 - Career Readiness | 100 | | | 100 | 1. Case of Clorox wipes to continue to keep the participants safe |
| G17 - Pretrial Substance Abuse testing | 30 | | | 30 | PBT Mouth pieces |
| | | | | - | |
| Total | 130 | - | - | 130 | |

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

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

| 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
OFFICE OF COMMUNITY CORRECTIONS
FY 2023 FUNDING PROPOSAL**

Allegan County

Comprehensive Plans & Services

| Program | Program Code | Funding Request | Approved Funding | Reserved Funding | Total Funding Recommendation |
|---|--------------|-----------------|------------------|------------------|------------------------------|
| Group-Based Programs | | | | | |
| Education | B00 | - | | | - |
| Employment | B15 | 24,930 | | | - |
| Cognitive | C01 | 20,112 | | | - |
| Domestic Violence | C05 | - | | | - |
| Sex Offender | C06 | - | | | - |
| Outpatient Services | G18 | 24,000 | | | - |
| Other Group Services | G00 | - | | | - |
| Sub-Total | | 69,042 | - | - | - |
| Supervision Programs | | | | | |
| Intensive Supervision | D23 | - | | | - |
| Electronic Monitoring | D08 | 11,419 | | | - |
| Pretrial Supervision | F23 | 10,907 | | | - |
| Sub-Total | | 22,325 | - | - | - |
| Assessment Services | | | | | |
| Actuarial Assessment | I22 | - | | | - |
| Pretrial Assessment | F22 | 10,907 | | | - |
| Sub-Total | | 10,907 | - | - | - |
| Case Management | I24 | - | | | - |
| Substance Abuse Testing | G17 | 9,149 | | | - |
| Other | Z00 | - | | | - |
| 5 Day Housing | Z02 | - | | | - |
| Program Total | | 111,423 | - | - | - |
| Administration | | | | | |
| Salary & Wages | | 32,720.10 | | | - |
| Contractual Services | | - | | | - |
| Equipment | | - | | | - |
| Supplies | | - | | | - |
| Travel | | 125.00 | | | - |
| Training | | - | | | - |
| Board Expenses | | - | | | - |
| Other | | - | | | - |
| Administration Total | | 32,845 | - | - | - |
| Total Comprehensive Plans & Services | | 144,268 | 0 | 0 | 0 |