



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: Community Corrections Comprehensive Plan & Advisory Board

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Kameron Genz	Department: Community Corrections
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Presenter (Name and Title): Kameron Genz - Director of Community Corrections	Estimated Time Needed: 15-20 min
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Summary of Issue:

1. Request approval of 2021-2022 Comprehensive Plan and signatures for submission to MN Dept of Corrections.
2. Requesting approval of Corrections Advisory membership for 2021.
2. Update from Community Corrections.

Alternatives, Options, Effects on Others/Comments:

The 2021 Corrections Advisory Board memberships and the Comprehensive Plan were both approved by the Aitkin County Community Corrections Advisory Board on October 1, 2020. Comp Plan needs Co Administrator and Co Board Chair signature prior to submission deadline of Dec 5, 2020.

Recommended Action/Motion:

It is respectfully requested that the Aitkin County Board of Commissioners Approve the Community Corrections department's 2021-2022 Comprehensive Plan and provide required signatures AND approve the membership roster of the Aitkin Coutny Community Corrections Advisory Board.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

Comprehensive Plan includes the 2021-2022 CCA Subsidy Grant funds.

Legally binding agreements must have County Attorney approval prior to submission.



Community Corrections

**2021-2022
Comprehensive Plan**

DIRECTOR'S OPENING

2020 has been an interesting year, to say the least. However, with the difficulty it has brought to staff, clients and our communities, it also has some silver linings. Our agency has learned to work together in new ways, we have become more proficient in electronic and virtual work options and we have learned to work from home while still engaging our clients in meaningful ways. We have also gained a better understanding of the effects of isolation and how positive human contact is necessary to be healthy and successful. With that said, here's to 2021!!

It is the mission of Aitkin County Community Corrections (ACCC) to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services, and actively providing offenders opportunities to become law-abiding citizens. The collaborative work that is demonstrated across departments in Aitkin County is critical for the ongoing success of Aitkin County we strive to accomplish our mission daily.

Corrections staff utilize the standards related to evidence-based practices and have been trained in core skill sets, with the exception of our newest agent who will be hopefully be able to finally complete all trainings through virtual Agent Academy by early 2021. Our department's 2021 goals focus on the effective use of EBP and quality assurance. In addition, we will continue to explore caseload numbers, offense data and gender statistics.

Lack of local resources and treatment options for offenders has long been a struggle in our county but this has been changing for the positive in the past year. New providers are now available within the county and numerous programs, as a result of the pandemic, have begun offering online/virtual sessions. The participation of clients appears to be good, and in some cases better than last year because of the new options for telehealth and virtual classes. The ACCC staff utilize numerous online programming and assist the client in locating treatment resources that will lead to the best chance for success in the community, including coordinating transportation when possible. Northern Pines, Northland Counseling and Freedom Center have added branch offices in Aitkin in 2018-2020, which has increased offenders' ability to receive counseling and adult chemical dependency services in a more timely manner. Unfortunately, as of November 2020, Northland Counseling will no longer have an office space in Aitkin County.

Efforts are ongoing to take a systematic look at programming efforts and local needs with the intention of mindfully revising and enhancing our practices for more effective delivery. This includes recent work with human services in endeavors to better treat our growing mental health population by assisting them with wrap around services. Aitkin County is working together to deliver effective, affordable correctional services to the community while assisting our community members with mental health and chemical health services and support. As Director, I am proud every day of the passion my staff shows in their efforts to help clients be successful on probation and in the community.



Kameron Genz - Director, Aitkin County Community Corrections

ACRONYM REFERENCE GUIDE

ACCC- Aitkin County Community Corrections

CD-Chemical Dependency

CJ-Criminal Justice.

CORE-CORE Professional Services- A sex offender treatment program for adult and juveniles. Also offering batterer's intervention programming and mental health assessments and services.

CSTS - An electronic records management system for probation/supervision agencies in Minnesota. It uploads information to the Statewide Supervision System.

DOC-Department of Corrections.

EBP-Evidence-Based Practices- Current best research evidence in corrections which administrators use in selecting programs designed to manage offenders, reduce recidivism, and increase public safety.

FTE-Full-Time Equivalent.

JPO/JTO-Juvenile Petty Offender/Juvenile Traffic Offender

LS/CMI-Level of Service Case Management Inventory- An assessment that measures the risk and need factors of adult offenders. The LS/CMI is also a fully functioning case management tool.

MACCAC-Minnesota Association of Minnesota Counties- An association of counties who operate corrections programming within their communities under the provisions of the Minnesota Community Corrections Act of 1973.

OHP-Out of Home Placement.

POSIT-Problem Orientated Screening Instrument for Teenagers- A brief screening tool designed for adolescents 12 through 19 years of age to identify problems requiring subsequent in-depth assessment. It also can help determine a potential need for treatment.

YLS/CMI- Youth Level of Service Inventory, Case Management Inventory (YLS 2.0) - A risk assessment tool to assess juvenile risk to reoffend, and to identify the youth's major needs, strengths, barriers, and incentives; select the most appropriate goals for him or her; and produce an effective case management plan.

INTRODUCTION

Aitkin County is located in central Minnesota. The region is dominated by services and trade in the tourism, lumber and agriculture industries. Since the region is a tourism and retirement destination, the population fluctuates greatly, often doubling in summer months.



Aitkin County is governed by a five-member county board employing the county administrator model of management. Aitkin County is in the Ninth Judicial District and consists of seventeen counties in northwest to northcentral Minnesota, including: Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Kittson, Koochiching, Lake of the Woods, Mahnomon, Marshall, Norman, Pennington, Polk, Red Lake and Roseau.

The US Census Bureau estimated a population of 15,886 persons in Aitkin County. Aitkin County is comprised of 1,995 total square miles. The city of Aitkin is the county seat. The median drive time to work is over 26 minutes and more than 25% of households do not have broadband.

(Source: MN DEED 2019; U.S. Census Bureau †Higher than median ‡Lower than median)

Population (2019)

Population	15,886
Under age 5	18%
Ages 5-24	16.8%
Over age 65	33.8%
Female	49.3%
Median Age †	56.4 years
Veterans, 2014-2018 †	14%

Race (2018)

White †	94.8%
Native American †	2.2%
Multi-Racial ‡	1.8%
Hispanic/Latino ‡	1.4%
Black ‡	0.6%
Asian ‡	0.4%
Other ‡	0.2%

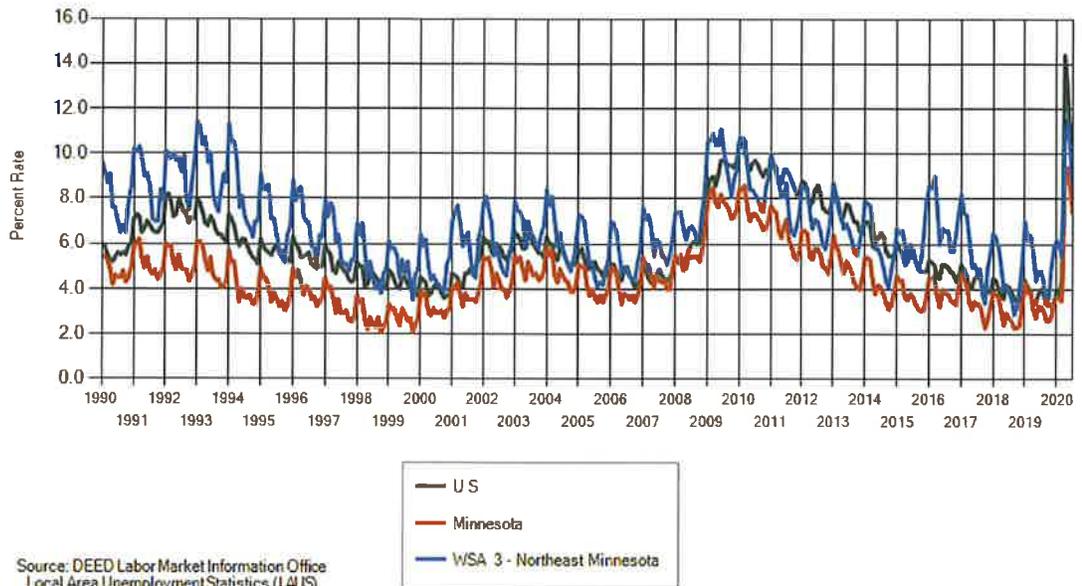
Housing and Income (2019 estimates)

Housing units	17,033
Homeownership rate	82.3%
Median Home Value of owner-occupied housing units †	\$165,300
Median Household income ‡	\$56,295
Persons in Poverty †	13.7%
Unemployment †	6.3%

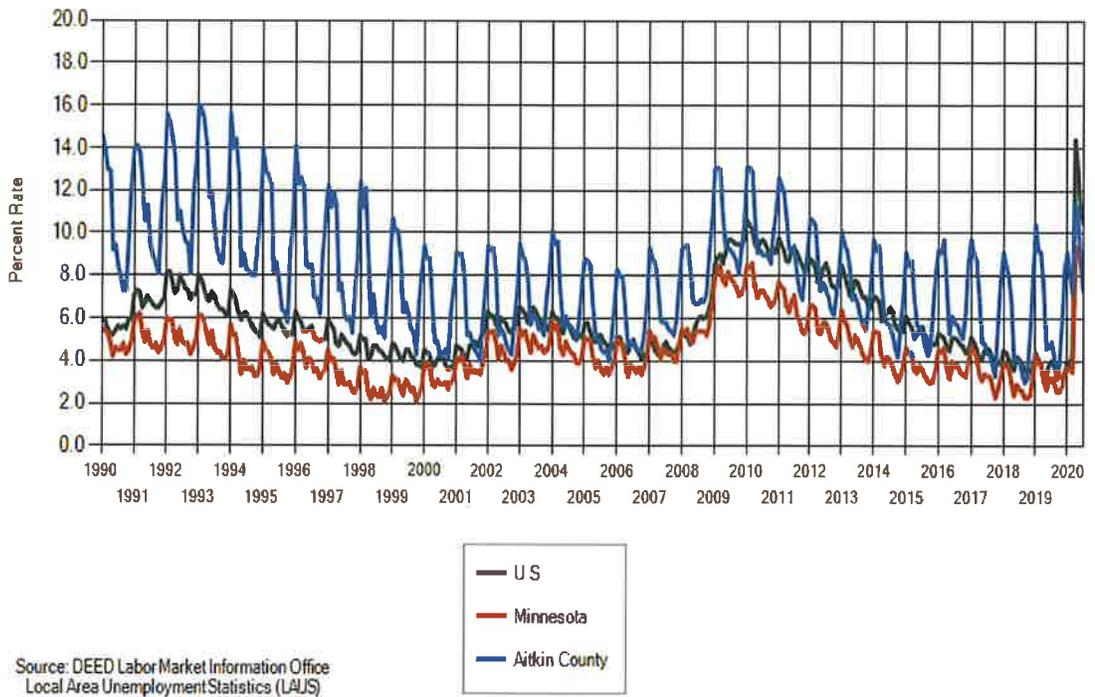
Education (2018)

Less than high school	9%
High school diploma/GED only	38%
College degree (Bachelor or higher)	17%

Unemployment Rates

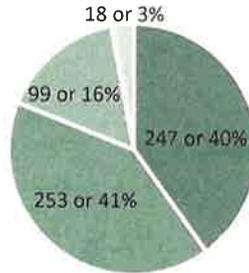


Unemployment Rates



Probation Rates by Offense Level

2019 Offenses By Classification Excludes Supervised Release and Pre-Trial



■ Felony ■ Gross Misdemeanor ■ Misdemeanor ■ Juvenile Offenders

Total Offenses = 545 Graph data from the 2019 Probation Survey Report and is only indicative of active probation supervision and is not inclusive of duties by agents regarding supervised release, pre-sentence, pre-trial, diversion or monitoring cases.

“Part I” offenses include murder, rape, aggravated assault, robbery, burglary, larceny, Theft of MV and arson. “Part II” offenses include simple assault, curfew offenses and loitering, embezzlement, forgery and counterfeiting, disorderly conduct, driving under the influence, drug offenses, fraud, gambling, liquor offenses, offenses against the family, prostitution, public drunkenness, runaways, sex offenses, stolen property, vandalism, vagrancy, and weapons offenses.

Total Adult Arrests Per Agency	Part I Crimes	Part II Crimes	Total Adult
Statewide Total	31,948	116,968	148,916
Judicial District 9	1,513	7,968	9,482
Aitkin County	22	292	314

Total Juvenile Arrests Per Agency	Part I Crimes	Part II Crimes	Total Juvenile
Statewide Total	5,042	1,063	5,115
Aitkin County	9	31	40

Source: 2019 Bureau of Criminal Apprehension Uniform Crime Report Arrest Information

CRIME RATE AND CHANGE

Over the past 10 years, the general crime rate has decreased across the state of Minnesota; however, there has been a continued incline of felony offenses. From 2018 to 2019 adult crimes increased overall, while juvenile crimes slightly decreased. This trend is continuing into 2021. In 2019, there were 225 adult felony files supervised by Aitkin County Community Corrections (166 male; 59 female). This equates to 41.2% of the adult caseload. These statistics do not include the 69 felony offenders who were on supervised release (57 male; 12 female) or the 36 who participated in Aitkin County Sobriety Court (30 male; 6 female) thus far in 2020. Since 2010, supervised release cases in Aitkin County have increased from 22 offenders to 26 offenders in 2019 to 44 offenders currently on supervised release in 2020.

In Aitkin County, we are working with the County Attorney's Office and the Court in an attempt to discharge lower level offenders earlier, by classification and assessment, who pose less risk to the community noted by validated risk assessments and programming.

Crime Trends by Offense Group

DWI offenders continue to be a large population served within our agency across all offense levels, with 262 currently supervised on traditional probation by Aitkin County Community Corrections.

Drug cases are also a larger portion of caseloads in Aitkin County. There are currently 131 under traditional supervision.

There are 39 domestic assault cases currently on traditional probation in our community. An attempt was made to form a specialized caseload for this subset of offenders. The numbers are not high enough to dedicate one agent to, but we will continue to look at options for specialized programming. In 2019, we began completing Domestic Violence Inventories for clients who are court ordered to complete them, when needed.

Adult Female Offender Populations

Female offenders account for 28% of offenders on adult supervision in our community and 16% of the current juvenile caseload. Of the total 527 adult offenses, females were accounted for as follows: 59 adult felonies; 65 adult gross misdemeanors; and 25 adult misdemeanors. In Aitkin County, we are making referrals to programs that are gender based, when available, in an effort to increase opportunities for the female clientele. Such programs are mostly limited to chemical dependency treatment and include: Journey Home; Aurora Four Winds; Recovering Hope. An attempt was made to form a specialized caseload for this subset of offenders. The numbers are not high enough to dedicate to one agent, but we will continue to look at options for specialized programming. We are working toward female only cognitive behavioral programming.

Minority Offender Rates

Minority offenders currently account for a low percentage of our total offender population, with the most common being American Indian. In 2019 the ethnic breakdown of probation data is as follows: 495 white; 51 American Indian; 37 other; and 16 black. ACCC does not operate any minority driven programs, but the agents make referrals to programs for specific populations, as applicable and as available, to meet the individual needs of clients. Including services and programs through Mille Lacs Band including the Batterer's Program, Mish-Ka-Wisen, Aurora Four Winds. We strive to maintain a good working relationship with the Mille Lacs Band of Ojibwe and their human services and behavioral health departments.

HIGHLIGHTS

We continue to participate in the Minnesota Association of Community Corrections Act Counties (MACCAC). Below are some of the highlights specific to Aitkin County for the upcoming 2021 year.

MACCAC Quality Assurance Model

Aitkin County Community Corrections continues to be dedicated to improving and maintaining quality assurance regarding supervision and programing for offenders. We continue to work in maintaining the MACCAC quality assurance model. The model includes four phases, and includes the following five skills sets: • Professional alliance • Risk assessments • Cognitive interventions • Case planning • Motivational interviewing

Staff have received training in these five key areas and the need now lies in reinforcing these skills and developing a better process which incorporates and encourages the skills for quality assurance. We are currently working to actively implement tools for interactions with our highest risk population as part of the agent's regular interaction with clients.

Aitkin County continues to provide a 32-hour "Thinking for a Change" group for higher risk adult offenders. Aitkin County previously operated Driving with Care, a cognitive-behavioral based program for DWI Offenders. However, we are revisiting this program and determining if there are other options that would be better suited for our agency.

The Aitkin County Sobriety Court continues to provide needed services to high risk drug and alcohol offenders. We have been able to continue Aitkin's specialty court with county funds and legislatively appropriated grant funds for at-risk specialty courts.

Aitkin County continues to provide juvenile diversion and restorative justice services via referrals from the Aitkin County Attorney's Office.

We are excited about recent changes in CSTS, DOC policies and continuing education. Specifically, we have found the virtual training by the Guidelines Commission, ICOTS, Carey Guides and Agent Academy amazingly useful and convenient! All of these pieces allow for better collaboration and working together to provide our clients with the best opportunities for positive change.

Aitkin County's government and judicial centers construction is completed. Community Corrections has moved to the new office spaces in the secure area of the Judicial Center (historical courthouse building). We are excited for the new space, which includes a small training room and UA bathroom.

ADMINISTRATION AND ORGANIZATION

Effective supervision and opportunity for change are essential to increasing rehabilitative and restorative programming and assisting offenders in increasing their skills and reducing their risk to continue to commit crimes

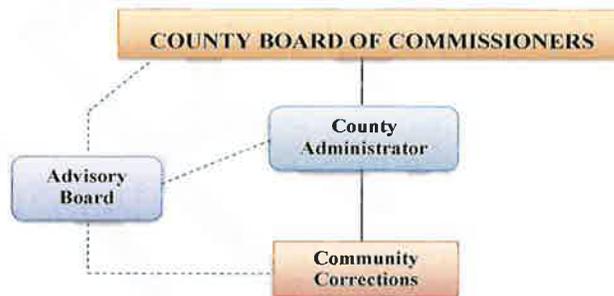
VISION

It is the vision of Aitkin County Community Corrections to reduce recidivism within our community and work with our local stakeholders and other Minnesota Correctional Agencies to promote positive change among our clientele.

MISSION

It is the mission of Aitkin County Community Corrections to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services, and actively providing offenders opportunities to become law-abiding citizens.

ORGANIZATIONAL STRUCTURE



Aitkin County Board of Commissioners 2020



This Aitkin County Board is comprised of the five county commissioners.

Mark Wedel	District #1
Laurie Westerlund	District #2
Donald Niemi (Vice Chair)	District #3
William "Bill" Pratt (Chairperson)	District #4
Anne Marcotte	District #5

2020 election results may change District #4 commissioner

The county board's role in regard to Community Corrections is: 1) Establish the budget for the Community Corrections Department. 2) To determine, establish, continue, modify and terminate Aitkin County correctional services and programs with input from the Director and the Corrections Advisory Board. 3) Approve and authorize the application of the annual comprehensive plan. 4) Ensure compliance with the Community Corrections Act. 5) Establish all matters of policy in relation to correctional services under its authority.

Aitkin County Corrections Advisory Board 2020

The Advisory board is appointed by the Aitkin County Board to oversee the corrections planning process and to take an active role in the development of the Comprehensive Plan. This plan has approved by the Board.

Aitkin County Community Corrections Board Members

J. Mark Wedel	Commissioner, Aitkin County
Anne Marcotte	Commissioner, Aitkin County
Honorable David Hermerding	Judiciary
Sheriff Dan Guida	Law Enforcement
Attorney James Ratz	Prosecution
Attorney Jeff Haberkorn	Defense
Kim Larson	Social Services
Cheryl Meld	Education
Nancy Johnson-Houg	Citizen Member
Mike Davis	Citizen Minority
Gabrea Anderson	Victim Services

Ex-Officio Advisory Board members

Mark Smith	State Liaison, Minnesota Department of Corrections
Kameron Genz	Aitkin County Community Corrections

JUVENILE FIELD SERVICES AND PROGRAMMING

Juvenile offenders that come to the attention of Aitkin County Community Corrections are processed and supervised traditionally or through diversion programming. The Aitkin County Attorney's Office in consultation with the Corrections Department has determined Corrections will operate youth diversion programming in Aitkin County. All juvenile delinquency offenders placed on probation are screened to determine level of supervision required. Youth are assessed and monitored for improvement.

The juvenile agent is under the administrative authority of the Community Corrections department Director. One FTE agent supervises all juvenile files in Aitkin County. In 2020, this caseload is averaging approximately 30-40 active clients, of which approximately 30% are diversion clients. This is down overall from previous years' numbers. We will look at determining the cause of that in 2021 but attribute some of this to school going to distance learning in March 2020 and the stay at home orders. The juvenile agent was recently trained in Decision Points. Our agency also has curriculum for TruThought, T4C and Carey Guides. We are in the process of determining how to most effectively facilitate cognitive behavioral based programming for juvenile offenders. Currently, we offer one-on-one cognitive behavioral guidance.

The juvenile agent also provides direct support services to the juvenile court. The agent is present at all hearings to make recommendations, record orders, and coordinate activity for our department, including pre-dispositional supervision when requested. Furthermore, the agent is responsible to make contacts with victims, prepare pre-disposition reports, certification studies, Extended Juvenile Jurisdiction studies, and make referrals for chemical dependency or mental health assessments. The role of the juvenile agent also includes working closely with Health and Human Services to provide the most holistic of services possible for the youth and their families.

Prevention

ACCC has completed a brochure to distribute to our educational professionals working with teens. The brochure focuses on criminal sexual conduct laws and sexting as a method of prevention. By focusing on healthy relationships and describing the current laws that affect this population we are hopeful we can prevent some of these types of offenses from occurring in our community. Discussions continue with school administrators to distribute the brochure or to present in the school. This topic does not appear to be something schools are open to at this time. Support within Reach was planning presentations at schools in the spring of 2020 which included plans to distribute the brochure and develop a panel for community education including this topic and others. Unfortunately, when the pandemic hit in March 2020, all plans were put on hold. It will be a goal to resume this work with Support within Reach and get events rescheduled in 2021.

Our juvenile agent also participates on local Children's Justice Initiative committee to stay informed on legislative changes and rules of Court, and to maintain a network to discuss local issues. The juvenile agent is also active on the Child Abuse Prevention Council. The agent continues to work with the social workers intricately to address files proactively.

Juvenile Diversion

The Aitkin County Probation Agent currently administers a Juvenile Diversion Program in conjunction with the Aitkin County Attorney's Office. Diversion level youth are typically first time, petty or status offense clients. The County Attorney's Office will petition more serious offenses or juveniles with prior legal or diversion history. Eligibility criterion is established by the Aitkin County Attorney's Office in accordance with statute. Juvenile clients are not assessed by a formal risk assessment tool. Each juvenile on diversion provides service work in the community, an education component and school attendance tracking. Additionally, we add victim restoration and a cognitive-behavioral component when appropriate. The number of juveniles on diversion and/or participating in the restorative justice as a diversion method has declined in the past year from approximately 20 down to approximately 10. It is unclear at this time if this change is due to the pandemic, a change in types of offenses being committed by first time offenders, or an internal shift in the County Attorney's Office. Measuring this data will be a goal for 2021, as well, to look at trends in juvenile offenses in Aitkin County over the last 5-10 years.

Restorative Justice

The Aitkin County juvenile probation agent oversees the Aitkin County Restorative Justice Program for juvenile clients. The program is generally for person or property crimes, and often times is a requirement of diversion for applicable offenses. The program includes a face-to-face encounter with victim(s), the offender, individuals who support them, and community members or others affected by the incident. Led by the facilitator(s), this voluntary process seeks to identify, repair and, ultimately, prevent harm. The parties are contacted to schedule initial meetings and the conference. At the conference, the parties determine the conditions of the contract. Contract duration varies depending on offense and conditions and the agent maintains contact with the juvenile to help ensure compliance with the contract. The facilitators submit a completion packet to the agent when conditions satisfied, and the agent notifies the County Attorney of the completion.

Juvenile Risk/Needs Assessment

Aitkin County Community Corrections utilizes the YLS 2.0 Assessment Tool for assessing delinquency level offenses. Supervision expectations and policy align with

statewide standards of supervision. A mental health screening is completed on applicable cases in accordance to M.S.§ 260B.157 subd. 1.

Administrative Supervision

Petty offenses (JPO) and traffic offenses (JTO) are provided administrative supervision services. Juveniles under administrative supervision are also assigned to the juvenile agent. After an initial meeting with the child and parent(s) to clarify expectations, the agent monitors compliance with court-ordered conditions. Conditions may include community service work, chemical and/or mental health evaluations, educational programs, restitution and/or fines.

Traditional Supervision

Traditional supervision is targeted at juveniles between the ages of 10-19 years old who are placed on supervised probation by the Court. Extended Jurisdiction Juveniles, when ordered by the Court, may be supervised until age 21. Traditional supervision provides structured supervision of juveniles in the community. Our agent provides direct supervision of juveniles and typically has close contact with others involved with that juvenile, including parents, schools, social service agencies and various treatment providers. Payment of fines or restitution and completion of community service work are used as measures of accountability and efforts to assist juveniles in making reparations for the harm caused by their illegal behavior. Agents received training in case management and motivational interviewing skills. Goals are discussed with the offender, identifying behaviors which will be addressed during the probation supervision period.

Sex Offender Supervision

The juvenile agent has completed specialized training in supervising juvenile sex offenders and all juvenile cases involving a sex offense are assigned to this agent.

Aitkin County considers any untreated juvenile sex offender to be high risk/enhanced and therefore exempt them from an initial risk assessment. These offenders are supervised at an intensive level for the first year of treatment. After a year, the juvenile's progress is reviewed and may be reduced to high supervision. After completion of treatment the juvenile will be supervised in accordance to their risk/needs assessment tool.

Juvenile Programs

Program resources for juveniles are scarce in Aitkin County. The juvenile agent refers to other counties for CD services. Some of these programs include: Ron Brusven-independent counselor; Northern Pines; Nystroms; Maple Lake; and Recovery Plus. In addition, some detention or non-secure facilities offer chemical dependency and/or mental health services.

Program	Description
3rd Millennium	Online offender education courses for alcohol violations, misdemeanor drug violations, shoplifting violations and tobacco classes are available.
Alcohol and Drug Testing	Juveniles ordered by the Court will have drug and alcohol testing at no cost to the juvenile. (<i>Abbott/Redwood Laboratories</i>)
AEOA and Aitkin Workforce Center	A work program through the government that can offer employment for juveniles and GED program.
Aitkin County Restorative Justice	Juveniles referred to this program participate in mediation with the victim. See description above.
Alive at 25	This is a driver education course. (due to a retirement in the State Patrol office, this program may end in 2021)
CORE Professional Services	Provides juvenile sex offender treatment with active agent involvement, as well as other psychological services.
Family Group Decision Making Conference	The family and support persons of the juvenile meet to identify a child's needs and sets up supports for those needs. (provided by local social services)
In-Home Family Counseling	In-home counseling with the juvenile and the parents focused on appropriate rules and consequences in the home.
Northern Pines Children's Mental Health	This program provides contracted mental health services and housed within the Aitkin High School. Similar programs existing in McGregor and Hill city schools.
Diagnostic Assessment	Monthly, an onsite professional provides diagnostic assessments for juveniles referred by probation, the Court and/or social services. The cost is covered by Aitkin County Health and Human Services.
CD services	Referral are made for assessments and treatment. Local social services, Freedom Center, Northland Recovery, Wings, MashKaWisen (cultural), Northern Pines, Recovery Plus, Phoenix House, etc

Out-of-Home Placements

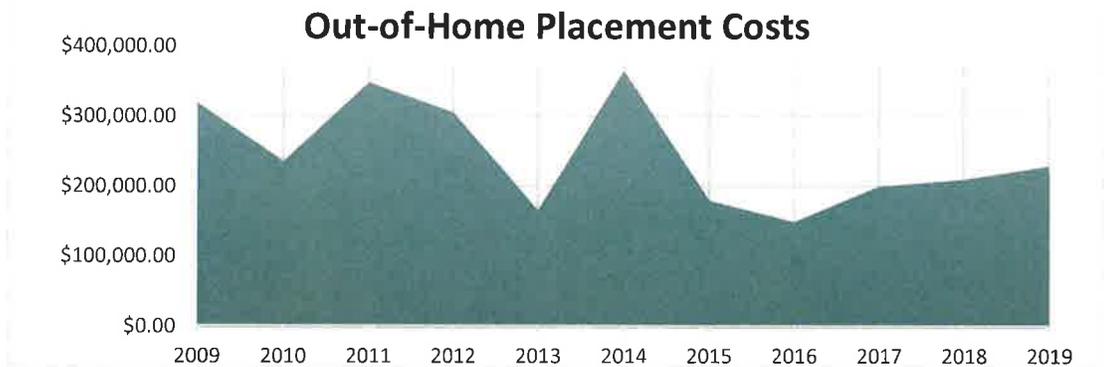
The philosophy for out of home placements in Aitkin County encompasses public safety factors, as well as, the individual needs of the juvenile. Prior to placement consideration all appropriate community-based resources have been reviewed and/or attempted, if appropriate. Aitkin County does not operate any juvenile institutions, so referrals are made to neighboring counties when possible and if appropriate. There appears to be a steady decline in the availability in juvenile programming and/or detention services. We are mainly utilizing the Lino Lake facility for detention holds and Anoka and Willmar for corrections programming placements.

The juvenile agent is part of the social services screening team. The team consists of the probation agent, a social worker, an assistant county attorney and/or other appropriate professionals. A mental health worker or chemical dependency evaluator is also part of the screening team when requested by the probation agent or the social worker. The team addresses the best interests of the juvenile for placement to ensure that least restrictive alternatives have been attempted or will not meet the needs of the juvenile and/or protect the community. A plan for a successful transition to the community is developed with the agent and treatment personnel.

Community Corrections considers itself an integral part of the placement process in assuring the screening team is successful in its mission and purpose. The juvenile agent appearing before the screening team is required to be professionally prepared to address his/her cases being reviewed, answer team questions and make recommendations based on the best interests of the child and community safety. The practice of considering the least restrictive sanctions whenever possible is followed and required. Frequently, the probation agent makes a joint recommendation with an assigned social worker and, in many cases, Social Services is active with the client and client family prior to corrections involvement.

Out-of-Home Placement Costs

The following graph reflects corrections costs related to placements during the past ten years.



All costs for corrections out-of-home placements are expensed to the Aitkin County Community Corrections. Community Corrections and Social Services work in collaboration in regard to the best interests of our juvenile populations. Collaboration is necessary and may also include the County Attorney’s Office, Public Defender’s Office and Court. Together new and existing programs are reviewed statewide to remain proactive in addressing needs of the juveniles and at the most reasonable expense to the County. Family preservation and/or reunification is the favored outcome, when possible.

ADULT FIELD SERVICES AND PROGRAMMING

Adult services are under the administrative authority of the Director. This includes direct staff supervision. Administrative services are provided by the Director in alliance with Aitkin County Policies and Procedures.

Aitkin County Community Corrections provides programs and services in support of its mission and the vision of the Aitkin County Board. Programs and services are directed toward protecting the public by reducing the probability of future criminal behavior and holding offenders accountable for repairing the harm caused by crime to victims and communities.

Adult Caseloads

As of September 1, 2020, there are 791 active adult clients on probation and supervised release. The Aitkin office is comprised of five full-time agents who provide supervision to adult offenders. One agent is responsible for the specialty court supervision with a maximum caseload of 21 clients, plus graduates of the program for an additional 6-12 months post-graduation. One agent is responsible for supervised release clients and sex offenders. This caseload varies between 60-80 offenders. Currently there are 56 cases. Due to retirements and resignations between 2018-2019, our office did some restructuring to allow the agent's resources to be focused solely on this population. As a result, case load numbers were reduced to allow more effective supervision.

The remaining three adult agents supervise a combination of transferred cases; administrative; low, medium and high risk offenders. Of these three agents, one supervises felonies, person offenses and 1st Degree DWIs which currently comprises 138 clients. A second agent supervises lower risk non-person offenses, misdemeanors, and administrative files. This caseload is currently 202 clients. The third agent supervises transferred cases and currently has approximately 237 clients, however; the majority of these clients have been transferred to another county for supervision. This agent is actively supervising 22 non-transferable clients and also completes all pre-trial services, including Pre-Sentence Investigation Reports, restitution studies, outgoing transfer requests, and electronic monitoring hookups. These caseload numbers do not include clients currently on warrant status.

Adult Risk/Needs Assessment

The Wisconsin Risk Assessment is used to pre-screen all felony cases, gross misdemeanor cases and all misdemeanor crimes against a person offense cases. An elevated score of 14 or above on the Wisconsin Assessment requires an LS/CMI be completed. A full LS/CMI is completed when a pre-sentence investigation is ordered.

Aitkin County Community Corrections continues to correlate services with the needs and risk level of the offender. Aitkin County Community Corrections has established supervision guidelines based on the risk level of the adult. High risk sex offenders in treatment receive high level supervision including agent involvement in sex offender programming and home visits at least quarterly. High traditional adults are seen at least twice monthly, with a home visit at a minimum of every 90 days. Medium risk adults are seen at least once a month, and low risk adults are seen at least once every three months. All adult cases require collateral contacts as necessary. Specialty Court clients receive enhanced supervision. Felony DWI offenders are also seen at a more intense level for the first 90 days. Thereafter, the risk assessment is utilized to determine the supervision level. Non-person misdemeanor offenders are unclassified and supervised at an administrative level.

Administrative Monitoring Supervision

Administrative Monitoring supervision includes cases where monitoring of court conditions needs to occur, but active in-person supervision is not necessary.

Administrative Non-Monitoring Supervision

Administrative Non-Monitoring supervision includes cases where all conditions are completed and there is no longer a need for active supervision per policy. It may also include cases where an offender is not eligible for an early discharge from probation, per Aitkin County Community Corrections and/or Court practices.

Traditional Supervision

This would include the typical supervision of offenders on probation or supervised release, according to risk levels determined by a validated risk assessment tool. This would include high, medium and low risk offenders who are supervised by Aitkin County Community Corrections staff.

Aitkin County Drug Court

Aitkin County operates Sobriety Court. Aitkin County Community Corrections provides a full-time probation agent in this program.

Adult Programs through ACCC or community partners

Program	Description
AEOA and Aitkin Workforce Center	A work program through the government that can offer employment for Adults and a GED program.
Alcohol and Drug Testing	Adults ordered by the Court will have random drug and alcohol testing at no cost for instant testing. Confirmation testing is the responsibility of the client. (Probation: Abbott/Redwood Lab; Sobriety Court: Premier Biotech)
Carey Guides	Agents have been trained in the purpose and use of the guides and utilize this option to assist offenders toward motivated change.
Cognitive-Behavioral Programming	Thinking for a Change (T4C) is a cognitive-behavioral curriculum designed to assist with changing the criminogenic thinking of offenders. T4C is a cognitive-behavioral therapy (CBT) program that includes cognitive restructuring, social skills development, and the development of the curriculum is designed to be implemented with small groups of 10-12 high risk, higher medium risk offenders.
Driving With Care	Driving With Care is a 12-week Level II education program specifically for individuals convicted of repeat DWI offenses. The curriculum utilizes cognitive-behavioral approaches to help participants understand how problem behaviors are learned, gain insight into their impaired driving behavior and the negative consequences of chemical use. Program participants are able to develop strategies to prevent further problems of use, involvement in DWI behavior, and relapse prevention. (continued use of this curriculum is being re-evaluated)
Electronic Home Monitoring	A house arrest program, which utilizes electronic equipment to monitor the offender while they serve a custodial sentence at home, as well as alcohol testing, depending on the Court's order (MN Monitoring, Inc)
Institutions	The sheriff's office is responsible for the detention and incarceration of pre-trial and sentenced offenders, as well as for the operation of treatment programs in the jail.
MADD Panel	A two-hour panel presentation regarding the impact on victims of drinking and driving.
Diagnostic Assessment <i>Northern Pines</i> <i>Nystrom's</i> <i>Northern Psychiatric</i>	Monthly, a provider completes diagnostic assessments onsite for adults referred by probation, the Court and/or social services. The cost is covered by Aitkin County Health and Human Services. Additional services are referred to the community.
Sentence-to-Service	The Aitkin County Sheriff administers the STS program. STS is a valuable opportunity for the offender to give back to the community.
Sex Offender Programming <i>CORE</i> <i>Duluth Institute</i> <i>Skipped Parts</i>	Sex offenders are referred to neighboring counties for treatment. The sex offender supervision includes active attendance with each program and/or communication with agent from neighboring counties to ensure compliance and involvement in the therapy.
Victim Services	Victims of crime are referred to the Aitkin County Crime Victim Coordinator, Support within Reach for sex offenses or Safe Harbor if specific sex trafficking concern arise. H.O.P.E for domestic abuse (previously known as A.A.D.A.)
Domestic Abuse	Cultural Program is provided by Mille Lacs Band. Other programming by CORE. DVIs provided by ACCC, Mille Lacs Band, CORE, Freedom Center

CONTRACT SERVICES/GRANTS

Aitkin County Sobriety Court Grant

Aitkin County currently receives a grant for Sobriety Court from the State Court Administrator's Office. With the assistance of the grant and county funds, this grant allows a probation agent to be assigned full-time to the program. The program has a part time Coordinator, employed by the State Court Administrator's Office.

OFFENDER HOUSING

Adult residential services are available for Level III offenders on intensive supervised release as determined and funded by the Minnesota Department of Corrections. Aitkin County does not have any specialized re-entry housing for other offenders. Further, there currently is no funding available for specialized residential services. Therefore, relevant to other hard to place offenders, agents make referrals to existing resources in neighboring counties. The Department of Corrections has allowed placement of non-level III offenders in their housing if available in other counties. There are none of these housing options within Aitkin County at this time.

There is one housing unit in the county which is recognized as a sober living unit.

STAFF TRAINING

Aitkin County Community Corrections remains committed to providing the opportunity for staff to access training and educational opportunities that keeps them current on professional practices. The Director has regular meetings with staff to determine training needs and available resources. We attempt to maximize limited training resources by facilitating in-house or online training when it is possible and by collaborating with outside agencies for training in evidence-based practices (EBP).

As a result of the pandemic, numerous sources have begun virtual training. Some of the noteworthy and useful online trainings we look forward to utilizing in 2021 and beyond is MN sentencing guidelines, ICOTS, and the newly announced agent academy. Staff have also been searching for their own online trainings via the internet or local providers.

VOLUNTEERS

Aitkin County utilizes volunteers primarily in the role of Field Service Interns. Intern and volunteer requests are reviewed by the Director. Prospective applicants make a formal application and complete a short interview process. Internship and volunteer

appointments are unpaid. All volunteers receive a general orientation to correctional services and may specialize in adult or juvenile departments.

We also offer a job shadow program where students from community colleges and universities may spend up to one day assigned to a corrections agent. This allows students to gain practical knowledge of the field of corrections early in their academic careers. Students have also interviewed staff for various academic works during their course of study. Overseeing interns and job shadow students is encouraged for the Career Corrections Agent as part of their role in the department.

The Aitkin County Restorative Justice Program utilizes volunteers who were formally trained to facilitate the group. The program is focused primarily on juvenile offenders and the Aitkin County juvenile agent remains an integral part of the client's participation efforts.

RESEARCH AND EVALUATION EFFORTS

Aitkin County Community Corrections does not employ a full-time employee in the evaluation program area. The responsibility of data collection and management is completed by the Director or designee as required to monitor programs and data within our department.

Staff utilizes CSTS to effectively manage caseloads. Data is collected from CSTS regarding caseload sizes, offender supervision and risk levels, fee collection rates, predatory offender rates, work load reports, agent work reports, and violation reports.

All department staff are up to date regarding CSTS enhancements and the latest technological updates. Further, the Director informs the staff of the latest information regarding evidence-based practices and strives to ensure a learning environment.

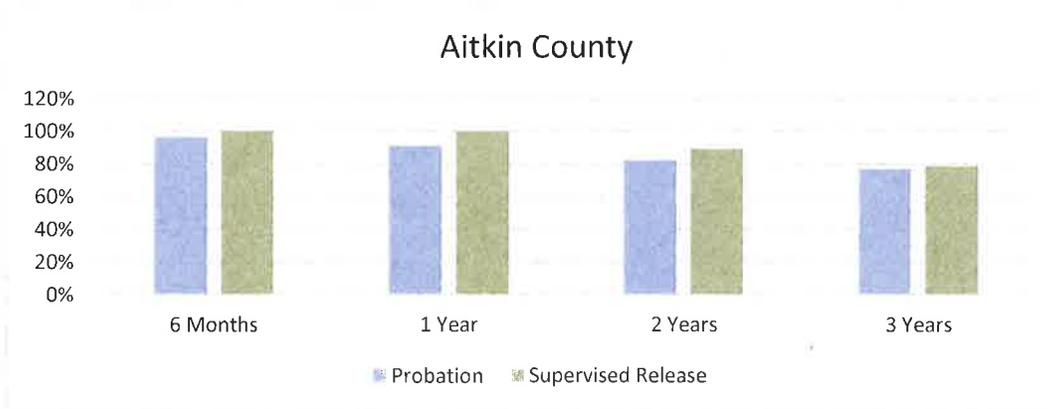
STRATEGIC PLAN AND OUTCOME MEASURES

Aitkin County is part of the Northeast Region for statistical reporting by the Minnesota Definition Team. The Northeast Region includes: Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis.

The following graph represents the percentage of probation and supervised release offenders who did not commit a new felony offense within six months, one year, two years or three years post release from supervision. The offenders were released in 2011 according to the 2015 Minnesota Probation and Supervised Release Outcomes Report.



The following graph represents the percentage of probation and supervised release offenders who did not commit a new felony offense within six months, one year, two years or three years post release from supervision. The offenders were released in 2011 and is the same data used for the Northeast Region calculation noted in the 2015 Minnesota Probation and Supervised Release Outcomes Report. Data shows there is not a significant margin of difference between Aitkin County and the entire Northeast region.



PHASE ONE and PHASE TWO

In April 2013, MACCAC agreed the Continuous Quality Improvement Plan would be reported within the Comprehensive Plan. Phases 1-2 have been completed. Phases 3 and 4 continue into 2021. In the last Comprehensive Plan, it was reported that Phase 2 and Phase 3 were being reviewed and revisit due to numerous staffing changes. We are continuing with Phase 3 and focusing on Phase 4.

The following objectives and goals will be developed for the start of 2021 and reported in the next interim comp plan

PHASE THREE - EBP Implementation with Fidelity Motivational Interviewing

Phase Three-Motivational Interviewing Vision: All designated probation & corrections officers effectively engage the clients in targeting those behaviors and criminogenic needs that impact recidivism.

PHASE THREE - EBP Implementation with Fidelity Risk Assessment

Phase Three-Risk Assessment Vision: All targeted clients' criminogenic risk & needs factors are properly assessed.

PHASE THREE - EBP Implementation with Fidelity Case Plan

Phase Three-Case Plan Vision: All targeted clients' dynamic criminogenic risk factors are reduced.

PHASE THREE - EBP Implementation with Fidelity Cognitive Behavior and Coaching

Phase Three-Cognitive Behavior and Coaching: All targeted clients are taught new skills so they can effectively manage their thoughts and behaviors and avoid recidivism.

PHASE FOUR - EBP Implementation Evaluation

Phase Four-To review agency's process outcomes for fidelity in effective alliance, risk assessment, MI, case plans, and delivery of cognitive skills techniques.

GOALS AND OBJECTIVES

Restore the Victim

- The agency will take a baseline measurement of the collection rate and work to improve the rate by having clients commit to regular payment arrangements.
- A victim survey will be developed and implemented.
- The STS Crew operated through the Aitkin County Sheriff's Office will work on community projects.

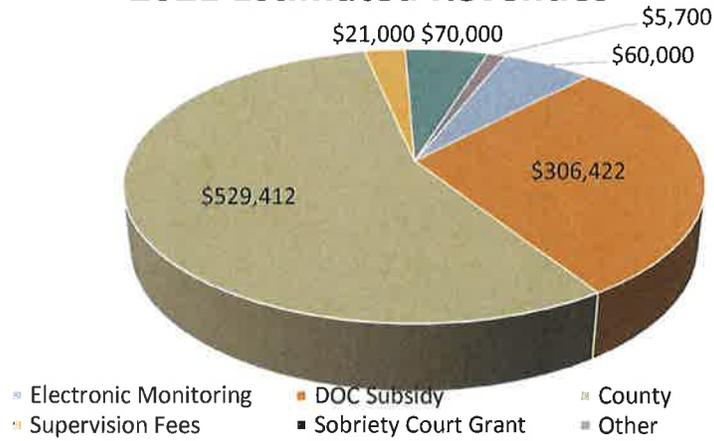
Rehabilitate the Offender

- Agents will continue to participate in training in the core evidence based practice skill sets and receive booster training as applicable.
- Agents will participate in communities of practice with neighboring agencies to improve their skills for working with offenders.
- Case plans will be implemented for high risk clients.
- Violation rates will be measured to determine a baseline.
- Recidivism rates on felony cases will be reviewed.
- Performance feedback to staff will support EBP.

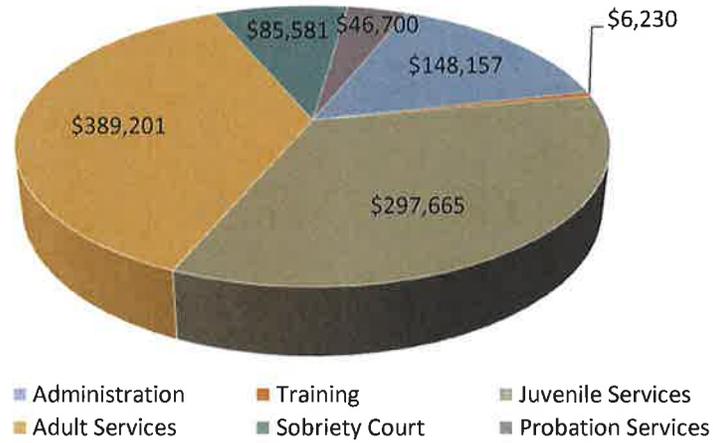
Reduce Risk to the Community

- Agents will work closely with law enforcement to ensure proper notification is provided in sex offender and violent offender cases.
- Agents will include the factors linked to rehabilitation in case plans including employment and education.
- Aitkin County Community Corrections will continue to provide intensive supervision for the Aitkin County Sobriety Court.

2021 Estimated Revenues



2021 Estimated Expenditures



FTE'S BY PROGRAM AREA

PROGRAM AREA	DESCRIPTION	FTE
ADMINISTRATIVE	Director employed as the Department Head/Supervisor to oversee the correctional operations in Aitkin County and as the liaison with stakeholders.	1.0
	A part-time Administrative Assistant/Agent Assistant provides confidential support to the Director as well support to adult and juvenile services.	.725
ADULT PROBATION	Corrections Agent provide services to adult offenders sentenced to probation and supervised release offenders in Aitkin County.	4.0
SPECIALTY COURT	Corrections Agent provides full-time services to the Aitkin County Sobriety Court.	1.0
JUVENILE PROBATION	Corrections Agent provides services to juveniles sentenced to probation in Aitkin County, as well as diversion programs.	1.0

SALARY ROSTER

Position	Salary Range	FTEs
Administrative Assistant/Agent Assistant (1)	25,796	.725
Corrections Agents (6)	56,313-86,223	6.0
Director (1)	78,076	1.0

SIGNED BOARD RESOLUTION/SIGNATURE PAGE

(formal signature page not attached - to be included with final draft)

MINNESOTA DEPARTMENT OF CORRECTIONS - COMMUNITY CORRECTIONS ACT SUBSIDY

To be used for original application and for amendments to the original comprehensive plan that adds or deletes units of service.
Check one: Original Application Amendment

Applicant: AITKIN COUNTY COMMUNITY CORRECTIONS

Application Period: JANUARY 1, 2021 to DECEMBER 31, 2021

Original Proposed Budget:	DOC Subsidy	\$ <u>306,422</u>
	Other State Funds	\$ <u>75,400</u>
	County Funding	\$ <u>529,412</u>
	Other Funding	\$ <u>62,300</u>
	TOTAL BUDGET	\$ <u>973,534</u>

*Amendment: Name of Units of Service (attach budget sheets) _____

Community Corrections Administrator:

Name/Title/Signature KAMERON GENZ, DIRECTOR

Address 209 2nd St NW – Rm 178, AITKIN, MN 56431 (this is a new address as of October 2020)

Telephone # (218) 927-7202

Financial Officer:

Name/Title/Signature KIRK PEYSAR, AITKIN CO. AUDITOR

Address GOVERNMENT CENTER
307 – 2nd Street NW – Rm #121, AITKIN, MN 56431

Telephone # (218) 927-7354

APPLICANT'S AGREEMENT

It is understood and agreed to by the applicant that:

- 1) Funds granted for this community corrections comprehensive plan will be used only to implement the plan as approved by the Commissioner of Corrections.
- 2) The grant may be terminated in whole, or in part, by the Commissioner of the Minnesota Department of Corrections. Such termination shall not affect obligations incurred under the subsidy prior to the effective date of such termination.
- 3) The applicant will apply for approval to change the plan whenever implementation or financing will be materially changed. Approval will be governed by Minnesota Rules Chapter 2905.0500.
- 4) Financial status reports will be submitted every three months and narrative progress reports every six months as directed by the Commissioner of Corrections. Necessary records and accounts, including financial and property controls, will be maintained and made available to the Department of Corrections.
- 5) The applicant will strictly adhere to rules promulgated by the Department of Corrections (Minnesota Rules 2905).

SIGNATURES OF AUTHORIZED OFFICIALS

Please remember: These same signatures are required to be on any amendment that adds or deletes programs/services/funding.

Name/Title/Signature: Jessica Seibert, Aitkin Co. Administrator

Name/Title/Signature: Aitkin Co. Board Chairperson

DOC Funding Analysis

<u>Probation Program</u>	2021 Budget	DOC Subsidy	County Funds	Other Sources
Revenue				
Corrections-Subsidy	\$306,422	\$306,422		
Drug Court Grant	\$70,000			\$70,000
Special Services-All revenues in program	\$65,700			\$65,700
Probation Supervision Fee total	\$21,000			\$21,000
Miscellaneous Other Revenue	\$0			\$0
Revenue Subtotal	\$463,122	\$306,422	\$0	\$156,700
Expenditure				
Administration	\$148,157	\$100,000	\$27,157	\$21,000
Training Program	\$6,230	\$6,128	\$102	\$0
Juvenile Probation Program	\$297,665	\$35,000	\$262,665	\$0
Adult Probation Program	\$389,201	\$165,294	\$223,907	\$0
Sobriety Court	\$85,581		\$15,581	\$70,000
Probation Services	\$46,700			\$46,700
Expense Subtotal	(\$973,534)	(\$306,422)	(\$529,412)	(\$137,700)
Total Revenue	\$463,122	\$306,422	\$0	\$137,700
Total Expenditure	(\$973,534)	(\$306,422)	(\$529,412)	(\$137,700)

AITKIN COUNTY COMMUNITY CORRECTIONS

209 2nd Street NW – RM 178 • Aitkin, MN 56431
218.927.7281 • FAX 218.927.2142

2021 Advisory Board members for approval:

NEW/RENEWED MEMBERS

Michael Davis – Minority Citizen Representative
Jeffrey Haberkorn – Defense Attorney
Cheryl Meld – Education rep
Nancy Johnson Houg – Citizen member

ADVISORY BOARD OFFICERS

Chair -Anne Marcotte
Vice Chair – Cheryl Meld

REQUESTED TO REAPPOINT

Jim Ratz – County Attorney
Dan Guida _ Sheriff's Office
Judge Hermerding - Court
Kim Larson – Social Services rep
Gabrea Francis -Crime Victims rep