

Meeting Minutes

Friday, August 26 2022, 1:00 pm – 4:00 pm

Council Member Attendance:

John Draxler (Co-Chair)
Tim Hand
Bill Cecil
Beale Tejada
Angela Cifor
Chris Lobanov-Rostovsky
Peggy Ritchie
Jennifer Wood
Jason Talley
Glenn Tapia
DJ Johnson
Chad Dilworth
Alison George
Meredith McGrath

OCC Staff Attendance:

Andrew Wozniak
Cara Wagner
Chrystal Owin
Ellen Dawson
Jeff Jordan
Jill Trowbridge
Katie Ruske
Tahnee Santambrogio
Wendy Bacchi

Guests Present:

Justin Brakke
Daniele Wolff
Mackenzie (Reflections Program)

Welcome & Introductions (Council)

John Draxler welcomed all.


Introductions were made by those present.

Katie Ruske (OCC Staff) reminded all that the Legislative mandate for the Governor's Advisory Council (GAC) membership is based on the number of positions, and not position specific. She indicated that they are looking to have Meredith McGrath formally assigned, through Boards and Commissions, to be placed on the Council, and mentioned that there is a Parole Board vacancy on the Council. Katie Ruske noted that there are a couple of other positions that could be represented on the Council. She mentioned that some Council Member terms are ending soon, so look for an email from Wendy Bacchi (OCC Staff) regarding that. John Draxler (Council Co-Chair) indicated that Chris Meeks' application has been submitted, and Katie Ruske noted that it has been received and is being processed.

Spotlight on Community Corrections: The Haven (Tim Hand/Daniele Wolff)

Daniele Wolff (Presenter from The Haven) introduced herself and indicated that she will present on the various aspects of The Haven, and noted it is a Community Corrections program. Some of the highlights of this presentation are as follows:

- Assessment and Appropriate Referrals;
- What the Therapeutic Community (TC) does not include;
- The Haven Treatment Structure;



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- Treatment includes weekly assignments and learning experiences;
- What a TC will Do;
- Comprehensive, individualized services;
- 90-Day Residential Treatment Option for Females;
- Struggles (of The Haven);
- Daniele Wolff presented Hanohn's background (a former client) and read her recovery story while in the Haven;
- Mackenzie shared her story of recovery at the Haven with the group. Daniele Wolff indicated that Mackenzie received her "Peer Specialist" certification and is now employed by The Haven in the Reflections Program.
- Contact Information

Questions:

It was asked if the 20-bed program at the Haven includes the Orientation/Phase I/Phase II/Residential treatment. Daniele Wolff (The Haven) responded that yes that is correct, and noted that all are residential treatment.

It was asked if there are transition statistics for those completing the residential program. Daniele Wolff responded that The Haven does not have the resources to track that information in detail, but noted that there are some statistics on the Community Corrections website. She also indicated that some clients deviate from the program when they reach the outpatient transitional work stage.

It was asked if there are currently only 11 occupied beds and if The Haven can take some of The Reflections (Medicare funded) folks into The Haven program. Daniele Wolff responded no due to the fact that these require different levels of monitoring and treatment, which Medicare restricts.

Approval of the Minutes:


- March 16th Meeting Minutes - Approved by consensus
- April 22nd Meeting Minutes - Approved by consensus
- June 26th Meeting Minutes - Approved by consensus

2017 Standards Revisions Review (Chrystal Owin):

Chrystal Owin (OCC Staff) presented the following Community Corrections Standards revisions.

Chrystal Owin reviewed the significant changes to the 2017 Standards to current as follows:

- Stakeholder feedback received regarding New Standards
 - Separated the Standards into 4 sections
 - Internal review
 - Stakeholder surveys were sent out from January - April 2022
 - All Standards (except for CS062 Interim Drug Testing Processes Standards) were open for Revision
 - 9 Standards were indicated for removal, with the option to recommend new standards
 - Work group meetings were held for the first 3 sets of the Standards



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- The 4th set of Standards feedback indicated no significant change
- The internal work was based on survey feedback (clarify, revise or create)
- To Do
 - Any newly created Standards are to be vetted by stakeholders
 - The Standards will be published by October 1st, 2022
 - PACE and Core Security audits will commence January 2023

Chrystal reviewed the following existing Standards with clarifications noted:

- **CS-040 - Random Off-Site Monitoring**
The level and frequency of monitoring was condensed to 2 levels (instead of 4 levels.) The following sentence was added to this Standard:
 - ❖ *“Weekly and monthly monitors shall include a random combination of both work and pass verifications.”*

Discussion:

Alison George (GAC Member) asked if there is an effort to align the Standards with the Medicaid Standards. Katie Ruske (OCC Staff) replied that Medicaid programs only cover medical needs, and do not cover criminogenic needs, so there is no overlap at this time. She noted that Community Corrections is serving different populations. There was consensus to approve these revisions.

- **CS0044 - Home Visits *“and Community Contacts”* (for Non-Residential Clients)**

The following language was added to this Standard:

- ❖ Home visits *“and Community Contacts”* are required for all non-residential clients.
- ❖ *“All other home visits and community contact shall be performed”* at the frequency described in the grid below.
- ❖ *“Community Contacts may be conducted at a prearranged community location, such as a coffee shop, library, or other public location.”*
- ❖ Staff conducting home visits *“or community contacts”* must take into consideration the client’s schedule prior to determining the timing of the visit *“or contact. Home visits and community contacts may be conducted on an alternating basis to meet the required frequency.”*
- ❖ *“Community contacts cannot be conducted consecutively.”*
- ❖ Programs are responsible for determining staff safety practices while conducting home visits *“or community contacts”* in accordance with the Standards.

The grid was also revised as follows:

- ❖ The risk level was condensed to *“High-Very High”* and *“Low-Med”*
- ❖ The monthly contacts for Level 5 - 6 and 7 - 8 were also streamlined

Discussion:

Discussion indicated that this change looks like it will meet the needs of the individuals. Katie Ruske (OCC Staff) indicated that these are just the expected minimum requirements.

- **CS-080 - “Prescribed” Medications**
 - ❖ Changed Medications to “*Prescribed Medications*” in the title
 - ❖ Auditing frequency now indicates “*once per month*”

Intent/Clarification:

Vague language was removed from this section regarding the use, misuse, or non-use of medication, along with the example for medication disposal.

- ❖ Case Manager was replaced with “*Staff*”

Discussion:

It was asked if the changes follow national Standards recommendations. Katie Ruske (OCC Staff) responded that the changes were compared to the ACA Standards and are in alignment with those.

It was asked if an over-the-counter medication which has been “prescribed” falls under this Standard (i.e., pre-natal vitamins that can be prescribed or are also sold over-the-counter.) Katie Ruske (OCC Staff) responded that this section will be taken back to the work group to review that information.

- **CCC-020 - Incident Notification “and Resolution”**

Wendy Bacchi (OCC Staff) and Katie Ruske (OCC Staff) reviewed that this Standard was revised to clarify what information actually needs to be reported to the local community corrections board, referral agencies, and OCC, and when that should be done.

Discussion:

It was asked if there will be a hyperlink to the incident notification form in this Standard. Chrystal Owin (OCC Staff) responded that this will be linked in the final publication.

- **SD-030 - Staff Age Requirement**

The staff age requirement changed to 18 years of age in 2021, and now has been changed back to 21 years of age.

Discussion:

It was discussed that the Department of Corrections allows 18-year old’s to be hired, and noted that this age change may make it harder to hire new personnel.

Virtual Chat:

It was asked if there will be a potential waiver available in the event of someone 20 years old being hired at a program. Katie Ruske (OCC Staff) noted that this change can be readdressed with stakeholders before the final publishing in October. It was noted to leave the age at 18 years old for the time-being and let each program determine a higher age requirement if needed.

- **SD-070 - Staff Training**

Chrystal Owin (OCC Staff) clarified the general training for all Staff and specialized training for IMPACT staff, and noted that this Standard was cleaned up based on feedback.

Discussion:

It was asked where the PREA Standards are located. Chrystal Owin responded that there is a separate PREA Standard, rather than it being integrated into each of the other Standards.

Intent/Clarification: Refer to the relevant Standards to determine training needs based on specific staff duties. Chrystal Owin (OCC Staff) noted that each program should look at their staff duties, and determine what training is required per the Standards and per their program policy.

NEW “EF - Access to Hygiene Products” (New Standard) at no cost to the client.

Katie Ruske (OCC Staff) noted that there were many requests to add this Standard, and noted that the ACA Standard was used as a model to help create this.

NEW “OMA - Mental Health Crisis Response” (New Standard)

Chrystal Owin (OCC Staff) noted that the ACA Standards were used as a model to create this Standard.

PD - Implementation - Implementation and Sustainability

Chrystal Owin (OCC Staff) indicated that PD-011, PD-012, SD-010, SD-090, and SD-100 were collapsed into one new Standard that includes these elements. She also noted that the OCC has a trainer on staff, and indicated they will be hiring an Implementation Specialist who will help with implementation of the Standards.

REMOVED “OMA-030 - Unannounced Facility Checks” (This was removed)

Chrystal Owin (OCC Staff) reviewed that the facilities will still have the ability to conduct these facility checks as needed.

Chrystal Owin (OCC Staff) recapped that 3 Standards were added and that 6 Standards were removed. She noted the following items that need follow-up:

- Medication over-the counter that is “prescribed” - How this will be audited.
- Age Standard - Will re-survey stakeholders as to whether to leave the age at 18 or select a different age.
- Training Guidelines will need to be developed to go along with the Training Standards.


Chrystal Owin (OCC Staff) indicated that there were other revisions to Standards that had no impact on operationalization or impacted the reviewing/auditing of standards.

Tim Hand (GAC Member) asked if the use of mouth swabs has been addressed in the Standards. Chrystal Owin responded that that Standard was excluded from the revision process due to the fact that this was a recent updated Standard. There was general discussion regarding when the use of mouth swabs would be appropriate.

BREAK: 2:36 - 2:50

Standing Items:

- In-Person Meetings/Hybrid Meetings (Council):
John Draxler (Council Co-Chair) asked what the attendance policy currently is. Katie Ruske (OCC Staff) responded the need to look at the Bylaws for this information. It was noted that the attendance policy does not include Hybrid/Virtual attendance.
- Tim Hand (Council Member) suggested looking at the website and to update where needed regarding what the Council is, what the objectives are, what the policies are, and what the Council Members expectations are. Katie Ruske (OCC Staff) responded that much of the information on the website is what is mandated by the Governor's Executive Order. Tim Hand suggested that Council Members should commit to coming to the GAC meetings in person and should be ready to work. It was agreed that there is a need to look at the Bylaws regarding attendance. Katie Ruske suggested the Bylaws be reviewed by a small workgroup and then give a presentation of their findings to the Council.
- John Draxler (Council Co-Chair) noted that the October Meeting will be held at the Larimer County Community Corrections at 12:00 noon. Wendy Bacchi and Tim Hand will reach out to Council Members with more information regarding the meeting in October.
- Glenn Tapia (Council Member) asked Tim Hand what his thoughts are regarding the low attendance and accountability. Tim Hand responded that COVID exacerbated this issue, and noted that the meetings have been pretty short with light agendas. He indicated that he is not sure why they are poorly attended, with a lack of engagement. Glenn Tapia suggested that it might be due to a lack of meaningful agenda items. After Council discussion of poor attendance, it was noted to send a survey to the Council members to see what topics they would like to discuss.
- Peggy Ritchie (Council Member) reiterated the need of a survey to get Council input. Glenn Tapia (Council Member) noted that those who are not engaged, will probably not respond to a survey. He indicated the need for the Council to reach out to the OCC Staff for help in determining what direction the Council should go.
- There was Council discussion regarding what Community Corrections looks like. There was discussion as to the purpose of the Council, and how best to engage the Council members.
- Katie Ruske (OCC Staff) appreciated the conversation and noted that all members should bring agenda items to the table, and to be mindful of the OCC Staff's responsibility. She noted that the staff are to support the Council and help guide them, but to not make decisions for them.
- Katie Ruske (OCC Staff) indicated that there has been a downturn in referral services since COVID, especially with the female population, and noted that the Staff can bring data regarding this trend to the Council to see if they would like to pursue discussion of the findings.
- Beale Tejada (Council Member) noted that he is not super engaged, and explained that he is confused when the council focuses on programs, policy, acronyms, and does not focus on more high-level issues like reducing recidivism. He indicated that too much discussion in those items is not his area of



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expertise, and therefore causes dis-engagement. Beale Tejada also noted that the survey may help those who are dis-engaged to bring their thoughts and ideas to the forefront.

- A Council member asked that she would like to know more about recidivism, how many Community Corrections beds are available in the State, what is being done to fill the empty beds, and if performance-based contracting is really working. It was noted to include on the survey if there are any critical issues to discuss, such as staffing shortages, what it means when beds are reduced, what about housing, and sex offender treatment. Katie Ruske (OCC Staff) noted the need to review the Executive Order, and if needed, make a recommendation to the Governor's Office regarding some of the issues faced based on the make-up of the Council. She indicated that the Office of Community Corrections will send out an update of the Performance Based Contracting model and the data collected so far.
- Tim Hand (Council Member) noted the need to consider how this Council is engaged with the Colorado Coalition of Community Corrections, and what is important to them. Beale Tejada (Council Member) indicated the need to get the right people at the table, with clear expectations set so all can participate in this Council and be engaged.
- John Draxler recapped the following items to be addressed by the Council:
 - Look at the website
 - Look at the Bylaws
 - Send out a survey
 - PBC update
 - Look at the Executive Order
 - Future of Community Corrections
 - Look at bed numbers - statewide
 - Look at reducing recidivism
 - Look for other programs to host the GAC meeting
- Wendy Bacchi (OCC Staff) asked if there will there be a virtual option for the next GAC meeting in Larimer County. Tim Hand (Council Member) responded no, due to the nature of the facility. Chris Lobanov-Rostovsky (Council Member) suggested that hybrid/virtual meetings should be an option for those meetings held at 710 Kipling, but might not be the best fit for those that are held off-site.
- Katie Ruske (OCC Staff) reiterated the need to remember that the items listed for further discussion and review might not be best suited for an off-site meeting that has no virtual capability. She also noted the need for Tim Hand (Council Member) to connect with Wendy Bacchi regarding how best to direct the "public" audience to attend the meeting at the Larimer program in October.

Updates:

- Misdemeanants in Community Corrections Task Force (John Draxler)
John Draxler (Council Member) indicated that the Misdemeanants Sub-Committee met and indicated that there was robust discussion. Some of the highlights are as follows:
 - CCJJ rules
 - Broad discussions regarding where the best place is for misdemeanants.

He noted the need to have placement recommendations to the Governor by July 2023.



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Glenn Tapia (Sub-Committee Member) noted that DCJ will provide data regarding the risk of misdemeanants in Community Corrections.

Glenn Tapia welcomed any ideas and information regarding condition of probation clients, adjusting the available beds for misdemeanants, and looking at clients with new sentences. It was discussed to keep using the condition of probation beds, and not new sentence clients. It was noted that the need is to define what these beds will be used for.

Katie Ruske (OCC Staff) asked for Council thoughts and ideas regarding vacancies and waitlists for misdemeanants in Community Corrections. She indicated that there are 400 in the Department of Corrections (DOC) waiting for beds due to staffing issues.

There was continued discussion regarding if misdemeanants should actually be in Community Corrections, and it was noted that due to new laws, convicted felons have been reduced to misdemeanants.

It was discussed to find out what the needs and risk factors are for these folks, and see what other community programs might be able to suit their needs.

Katie Ruske (OCC Staff) noted concern that some misdemeanants will recidivate and receive a felony conviction, and then not get community corrections.

It was noted that Community Corrections is not a catch-all for all types of individuals, and noted that those coming out of DOC need to go to a facility that can treat their particular needs. There was continued discussion of the types of misdemeanants and the need to match them with the proper treatment (i.e., addiction, criminal background.)

It was discussed that many times individuals are put in the wrong programs and continually circle around in the Criminal Justice System and eventually fail.

Jenny Wood (Council Member) introduced herself as the Behavioral Health Representative and noted that she is looking forward to answering questions and offering behavioral health program connections and recommendations.

Beale Tejada (Council Member) indicated that the influx of misdemeanants is triggered by a plea offer at the trial court level. He mentioned that needs-based sentencing does not happen at this time. Beale Tejada also noted that the sentencing may vary from County to County, and indicated the need to reach out to the various District Attorney's to inform them of what programs are available outside of Community Corrections.


Glenn Tapia (Council Member) indicated that the costs of using Community Corrections is not that much cheaper than it used to be, and mentioned the need of individualized risk/need treatment matching. Katie Ruske (OCC Staff) noted that Community Corrections costs are given yearly to the Legislature for budget setting.

It was asked if John Draxler and Glenn Tapia can reach out to various stakeholders for input regarding this issue.

Glenn Tapia noted the need to ask what other programs can assist with the risk and needs of misdemeanants.

- CCIB 2.0 (Wendy Bacchi) - Wendy Bacchi noted that the new CCIB 2.0 billing system was launched in July, and indicated that this is going well, and that there has been a successful launch. She noted that there has been positive feedback from the field. Katie Ruske (OCC Staff) indicated that some basic datapoints will be released soon, and noted that there are some small issues. She indicated that the OCC Staff has a commitment to bring data when it is more solid.

Announcements (Council):



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Peggy Ritchie (Council Member) announced that a Counter Terrorism Group (The Cell - thecell.com) will be presenting on September 8th at the Newman Center at 7:00 pm. She indicated that Brennan (of the CIA) and John Bolton will discuss current issues, with open discussion.

Adjournment (Chair/Co-Chair):

Next Meeting - Friday, October 28, 2022 (12:00 noon - 4:00 pm) - In person expected at the Larimer County Community Corrections Facility, 2255 Midpoint Drive, Ft. Collins, CO 80525 (virtual to be provided)

Meeting Adjourned 4:10 pm