



COMMUNITY CORRECTIONS

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Advisory Board Agenda December 14, 2023

Welcome	Thomas Stanton
Approve Minutes	Thomas Stanton
New Business	Randy Regehr
1. Diversion Policy	
2. FY 2025 Comprehensive Plan Grant	
Closing	Thomas Stanton

Reno County Community Corrections
Thursday, July 20th, 2023 4:00pm
Advisory Board Meeting

Attending from Advisory Board: Shannon Hauschild, Shawn McHaley, Tom Stanton, Brice Burlie, Ray Hemman, Stephanie Springer, Lacy Stauffacher

Absent: Judge Daniel Gilligan, Carolyn Parson, Dawn Johnson, Elizabeth Allan, Erica Rivera

- 1) Welcome to the Advisory Board meeting from Tom Stanton.
- 2) Motion to approve minutes from the last meeting by Shannon Hauschild with a second motion by Ray Hemman and all approve.
- 3) No old business to address.
- 4) New business – Randy Regehr
 - A. FY 23 Budget Adjustments – All the adult grant money awarded for FY 23 was expended. Year-end budget adjustments are needed in the amount of \$24,815.65 with the majority going towards personnel. This prevents any budget category from being negative.
 - B. FY 24 Carryover Reimbursement Budget – The amount of carryover from FY 23 to FY 24 will be \$181,452.22. A motion to approve items A and B was made by Brice Burlie with a second motion by Lacy Stauffacher and all approve.
 - C. FY 23 Year End Report – The statutory goal is to have a 75% success rate and this year Reno County Community Corrections had a 78.7% success rate. This is higher than last year. The agency began using electronic appointment reminders and a texting service to communicate with offenders. Much of the year was focused on training and moving towards going paperless.
 - D. KDOC is now reviewing policies monthly and will be issuing changes just as often. Policy changes were presented. Changes were driven by DOC juvenile standards. Most of these are minor changes that will not affect the regular day to day operations. A motion to approve item C and D was made by Stephanie Springer with a second motion by Ray Hemman and all approve.
 - E. Funding Update and County Request – The agency saw its request for additional money from the state denied. A request for additional money has been made to Reno County.
- 5) No other business to address.
- 6) Motion to adjourn the meeting by Shannon Hauschild with a second motion by Ray Hemman and all approve.

POLICY & PROCEDURES

IMPLEMENTATION DATE: 12/31/2023

LAST REVIEWED DATE:

LAST REVISION DATE:

CHAPTER: Specialized Programming

PAGES: 3

REFERENCE: HB 2026

SUBJECT: SB123 Diversion

I. AUTHORITY:

Reno County Community Corrections Advisory Board and the Reno County Board of County Commissioners

II. POLICY:

Reno County Community Corrections will supervise the District Attorney's SB123 Diversion program as set forth in the SB123 Diversion Memorandum of Understanding and Kansas Statute. The District Attorney will retain control over who is assigned to and terminated from diversion.

III. PROCEDURES:

- A. Referral and Pre-Diversion Assessment Process:
1. The District Attorney's diversion staff will inform Community Corrections of individuals being referred for consideration for diversion. They will provide the person's criminal history and other basic information.
 2. The Director or an ISO II will determine who will receive the assignment based on the workload formula and best practices.
 3. The assigned ISO shall enter the person into the KDOC data management system in accordance with KDOC guidelines.
 4. The assigned ISO will schedule the pre-diversion assessments. The Substance Abuse Subtle Screening Inventory (SASSI) will be completed by the assigned ISO. People who score low probability on the SASSI are not eligible for diversion and shall be referred back to the DA's diversion staff. The DA's diversion staff shall be notified of the low SASSI score.
 5. If the person scores high probability on the SASSI the ISO shall complete the Level of Service Case Management Inventory (LS/CMI) for men and the Women's Risk Needs Assessment (WRNA) for women. For women to be eligible they must score 22 or above (medium or high) on the WRNA. For men to be eligible they must score 20 or above (high or very high) on the LS/CMI.
 6. People who are eligible based on the SASSI and WRNA or LS/CMI will be referred to a SB123 approved provider for the clinical interview. A Client

Placement Agreement (CPA) shall be completed by the ISO and provided to the assessor.

7. If the person is determined to not be eligible for diversion the ISO shall let the DA's diversion staff know why the person is not eligible. If the person is eligible the ISO shall advise the DA's diversion staff of their eligibility and when the assessments are completed.
8. All referrals and assignments shall be recorded for data tracking purposes.

B. Program Admission/Intake

1. The DA's diversion staff shall notify Community Corrections when a person has been assigned to the diversion program.
2. The ISO will have the person complete the intake questionnaire, will read and explain the diversion agreement to the person, and complete other intake paperwork. The client will be required to sign releases of information between Community Corrections and the DA's office, treatment provider(s), and other people as needed for supervision and reporting purposes.
3. The ISO will refer the person to an appropriate SB123 approved provider for treatment based on best practices. Other service or intervention referrals shall be made as appropriate.

C. Supervision

1. People assigned to diversion shall be supervised according to evidence-based practices and agency policy for adults assigned to Community Corrections supervision. This includes reporting requirements, data entry, and client services.
2. The ISO shall provide a report at least monthly to the DA's diversion staff regarding each person's compliance with the conditions of diversion.
3. SB123 documentation and treatment services shall be completed in accordance with the Kansas Sentencing Commission and the SB123 Operations Manual.

D. Violation Reporting

1. All significant violations shall be reported to the DA's diversion staff in the monthly report. Significant violations include, but are not limited to, new criminal offenses, absconding, drug or alcohol use, failure to attend treatment or other required interventions, and failing to report as directed.
2. Absconding from supervision, continued drug use, or unsuccessful discharge from treatment shall be reported to the DA's diversion staff within three business days. Continued drug use is defined as three or more separate uses within a thirty-day period.
3. Arrests for a new felony offense or person misdemeanor shall be reported immediately upon discovery to a supervisor and the DA's diversion staff. Non-person misdemeanors shall be reported to a supervisor and the DA's diversion staff within three business days. New traffic offenses shall be reported in the monthly report.
4. Violations will be staffed as per agency policy. A recommendation for diversion revocation should be made for new felony or person misdemeanor offenses.

- E. Fee Payment: Diversion fees and costs will be assessed in accordance with the SB123 Diversion MOU, State Statute, and court order. Payments will be made in accordance with State regulations and County and agency policy.
- F. Termination
 - 1. A person should serve the full eighteen months of diversion. A recommendation for successful termination will be made to the DA's diversion staff prior to the person's scheduled termination. The recommendation should be included in the monthly report in the month prior to the scheduled termination date.
 - 2. A person's diversion may be staffed with a supervisor for recommending early termination upon completion of the following conditions:
 - a. Successful completion of substance abuse treatment.
 - b. Successful completion of all other required interventions.
 - c. Continued active engagement in mental health services if required, completion is not required.
 - d. No drug or alcohol use for at least six months.
 - e. Employed or actively engaged in educational services for at least four months if the person is not disabled or receiving retirement benefits.
 - f. All costs and diversion fees paid in full.
 - g. Progress has been made on case plan goals.
 - 3. The term of diversion can be extended in accordance with the SB123 Diversion Memorandum of Understanding. At least thirty days prior to the scheduled termination date the ISO shall review the case to determine if all conditions have been met. If the conditions have not been met the ISO shall staff the case with a supervisor to determine next steps.
 - 4. All terminations will be approved by the DA's diversion staff prior to Community Corrections ending supervision services.

VII. REPORTS REQUIRED:

Monthly Diversion Report

Note: The policy and procedures set forth herein are intended to establish directives and guidelines for staff, probationers, parolees, and entities contractually bound to adhere to them. They are not intended to establish state and/or county created liberty interest for employees, parolees, or an independent duty owed by Reno County Community Corrections. This policy and procedure is not intended to establish or create new constitutional rights, or to expand upon existing constitutional rights or duties.

Randy Regehr, Director

Date

