

## CJS STEERING COMMITTEE ACTION ITEMS

**Date of Meeting:** April 6, 2018

**Location:** CJS Department, Buffalo County Courthouse

**MEMBERS PRESENT:** Members present were Judge Duvall, Mike Osmond, Craig Brooks, Danielle Schalinske, Dave Rynders, Mary Wood, Roselle Schlosser, Adam Sticht, Melissa Buesgen, Steve Hughes, Tanisha Bautch, Brenda Berning

Minutes from the prior meeting were approved.

Financial Report; February, 2018 financial statement reviewed and approved. Discussion regarding cash balance carried forward from 2017 to 2018 placed into non-lapsing fund. CJS Coordinator will work with Sonya Hansen and Shawn Squires regarding plan of surplus. Presentation may be ready for the CJS meeting dated 4/26/18.

Coordinator's Report:

- CJS has screened 142 individuals, 59 referred into the CJS program, 19 currently active clients, 9 on bond release case management/drug testing; 8 bond release Soberlink; 2 IDIP; 18 successful discharged; 12 terminated non-compliance.
- Client information continues to be entered into CORE, but no reporting capability yet.
- Discussion of Xcel chart of client information, discussion on format. Craig Brooks suggested adding fields for gender, age, county of residence and county of offense.
- Drug Sweat Patches – CJS is currently utilizing patches. Judge Duvall emailed testimonial regarding the drug patch. Drug Patch cut off for meth is 10ng where UA cutoff is 1000 ng
- Brenda is taking over the financial reporting. She will continue to work with Shawn Squires when filing the Quarterly Fiscal for TAD.

The Literacy Link Pilot Project – Mary Wood has funding available for connecting children and their caregivers with literacy-rich experiences and environments. It was suggested to include Diane Mikelson and Mike Osmond in on this meeting scheduled Wednesday, April 18, 2018 at 2:00 p.m.

2017 CJS Annual Report submitted. Presenting to Buffalo County Board July 23, 2108.  
Next meeting: April 6, 2018, 9:00 am, Alma CJS office.

Sanction/Violation Grid – discussed sanction for first failed drug test. Modified grid to reflect CJS staff has discretion how to handle first time failed drug test; second failed test is automatic court.

Random Drug Testing – Tanisha worked on obtaining all required data before able to implement.

Client Data Log – Tanisha inputting all data into both CORE and Excel spreadsheet as CORE still does not have the capabilities of running reports. Discussion ensued to make the following changes to the Excel spreadsheet: combine LSI: R and LS/CMI scores into one column; color code red= terminated; yellow = ineligible; white = active; purple = declined participation; green = inactive.

Supervised Diversion Program – current CJS is a post-charge diversion program. The supervised diversion program is a pre-charge diversion program. Discussed referrals to CJS without a charging participant and if charging get reduced sentenced and/or deferred acceptance guilty plea. Sent proposal to TAD Manager Molly Boss on March 7, 2018. Pending response. Discussed what the recommendation looks like that is sent to District Attorney; Answer: Case Management Plan currently utilizing.

Screening all drug/alcohol offenders – full implementation is still in progress.

Next meeting: April 26, 2018, 2:30 pm – 4:30 p.m., Alma CJS office.