

Shelby County Community Corrections Advisory Board Minutes

Tuesday, October 6th, 2020

The meeting was called to order on Tuesday, October 6, 2020, at 4:02pm by John DePrez, Board Chairman in the Commissioner's conference room in the Courthouse Annex Building, Shelbyville, Indiana 46176.

In attendance were the following Advisory Board members: John DePrez, Don Parker, Kent Apsley, Leigh Langkabel, Brad Landwerlen, Louie Koch, Jennifer Weimer, Terri Bodine and Jeramiah McAdams.

In attendance from SCCC were Josh Martin, Ian Farnsley and Lindsay Devine.

Copies of the agenda, minutes from the July 7, 2020 Advisory Board meeting, the Financial Report for September 2020 and a copy of the Duty Pistol Guidelines were made available to all board members.

John DePrez requested a motion to approve the agenda. A motion was made and seconded and carried by a unanimous vote of those AB members present.

John DePrez requested that a few changes be made to the previous minutes from the July 7, 2020, Advisory Board meeting. A spelling error on page 2 from "see" to "sell." Also, on page 2, John DePrez asked for the motion regarding selling the HHR. Kathleen Miltz approved. These changes have been made. John DePrez then requested a motion to approve the agenda and financial report. A motion was made and seconded and carried by a unanimous vote of those AB members present.

John DePrez then turned the meeting over to Josh Martin for the Director's report.

Old Business:

- a) Josh Martin reported that numbers are going up for participants on our programs – we have the highest numbers we have had since May 2020.
- b) Josh also reported sending out stakeholder surveys and the information that has been collected will be used for the 2021 strategic plan. He believes we have received good feedback from the surveys.

New Business:

SCCC is almost completely fully staffed. Our newest staff member will start November 2, 2020. We have 3 other new employees who went through training and we feel like they are in a good place. Trackgroup has provided a full-time position with our agency- this employee helps with the intake process & GPS hookups. We are currently short 2 part-time field officers. SCCC is not looking to replace right now. Josh has thought about possibly eliminating the third part-time position next year to boost our project income. We are now saving \$2,000 a year with cell phone bills. Administration fees are higher and could potentially increase our PI by 40,000 a year. SCCC is looking at increasing the daily rate for the GPS. Josh reported that CC is implementing a monthly fee for participants who are on a fixed income and/or SSI.

Brad Landwerlen asked if SCCC needed AB approval to raise administration fees. John DePrez stated for future reference this would need AB discussion and approval before implementing financial changes. Josh appreciated the feedback and let the AB know that we have checked with other counties in our area regarding fees. CC would have a transfer fee of \$150, administration fee would be \$150, and the community service fee would also be \$150. Josh again brought up that CC would lower the daily rate for participants who have a limited income. Brad Landwerlen moves to allow the modifications that Josh has mentioned financially. A motion was made seconded and carried by a unanimous vote of those Advisory Board members present.

- a) Josh reported wanting to start a Recovery Support Program based on participants living in recovery homes for 6 months or greater. We have noticed the home detention rules negatively impact what these participants can do in certain situations: support groups, meetings, etc. Josh reported that CC will work consistently and closely with the recovery homes. Our designated case manager for this program, the participant and staff member with the recovery home will meet and talk about their case plan, their case and referrals. CC is looking to lower the daily rate for this program specifically -\$4 per day. Would still get the GPS monitoring, but will not have to pay a substantial amount for that program. Kent Apsley asks about the statute and how it clearly defines home detention. Kent asks about the rules of the recovery house versus the rules of home detention. This is a separate supervision program but is more along the lines of the JIP or ADR program- specific to people who live in the recovery homes. Kent stated we should talk with more players in the game. Brad Landwerlen and Kent both agreed that they would like more details due to the court having to order this. Josh understood asking when a good time to meet would be and Kent mentioned possibly having a lunch meeting.
- b) Josh reported that the adult road crew has gotten started and how CC is hoping to get 8-10 participants per month. This road crew is different than our community service program. Josh explained that this road crew is one project that costs the participant \$50. These projects work with the city and county to be more involved in the community. CC would like to see the project used in court as a sanction. If it could become court-ordered that would be appreciated.
- c) Josh reported that the juvenile community service learning program has been going well. We have worked with the county and city regarding these projects as well.
- d) Josh reported that computers have been ordered and are currently back ordered and we expect them in January 2021. Josh has spoken with Tubesock regarding the computers. The orders are taking a while due to more people working at home with laptops because of Covid-19.
- e) Josh is requesting to replace our security camera system since it crashed last week. We have zero security in our building right now. Josh asks to use CTP funds to buy a \$400-\$500 system to replace what we had. Josh talked to Judge Riggins earlier today on the phone and Judge Riggins recommended to do what Terri Bodine has done at the Probation office until the new Probation building is built with the security cameras. Kent asks Terri that whatever security probation gets it should be monitored with the sheriff's department. Brad Landwerlen moves to motion to approve spending \$500-\$600 for security cameras. Kent asks Terri to discuss surveillance and wires about where they will be going since the new building is starting to be built. Louie Koch seconded, and it was carried by a unanimous vote of those members present. Brad Landwerlen

then amended the motion to spend \$2,500.00. A motion was made and seconded and carried by a unanimous vote of those AB members present.

Field Supervisor, Ian Farnsley, explained the firearms/pistol guidelines for field officers. Ian has talked to other agencies in the county and has received feedback on what they do and what they are responsible for. Field officers qualify twice per year with the Sheriff's department. We would like to modify our standing guidelines for the usage & handling of the firearms with our field officers. In the past at CC, firearms were shared from one person to the next. We are running a leaner agency now and have better equipment for everyone to use themselves. A major change we would like to make is if the officer is qualified with proper identification, we would like the field officer to take the firearm home with them. The field officer would take the weapon home daily so they can be more familiar with their duty weapon and more responsible for them. Ian also mentions other CC staff members being able to qualify and carry in the CC building. Ian asks for feedback on this significant change for CC. Kent Apsley asks Ian how this guideline came about, and Ian explained that it came from other agencies and CC past guidelines. Brad Landwerlen asks about the guns being stored loaded. Brad asks what is a secure area? There is no definition of that right now. Brad's concern is a liability issue and the employee not having a gun safe at home. Brad mentions maybe having the gun unloaded and loading it daily. Kent Apsley suggests tabling this issue and having a committee for recommendations. John DePrez asks Brad Landwerlen and Sheriff Louie Koch to meet with Ian to look at these guidelines.

John DePrez reminds all board members that the next board meeting will be on January 12th, 2021. John DePrez asked if there was anything else and closed the meeting at 4:43pm.

Respectfully submitted by Lindsay Devine
Deputy Director
Shelby County Community Corrections