

2011-2012

**Rock Nobles Community
Corrections**

**“Celebrating 30 Years of Being
A Positive Force for Change”**

[COMPREHENSIVE PLAN]

Table of Contents

Directors Opening	Page 3
Highlights	Page 4
Introduction	Page 5
Administration & Organization of Correctional Services	Page 9
Program Descriptions	Page 26
Strategic Plan & Outcome Measurement	Page 35
Annual Progress Report	Page 37

Director's Opening

Moving into the 2011-2012 plan cycle is a good time to reflect on the year and Rock Nobles Community Corrections' accomplishments in 2010.

I am thankful and humbled to be able to serve in the role of Director of Rock Nobles Community Corrections. Each day I am impressed by the vital efforts to advance the work of corrections; improve lives, enhance public safety, provide restoration to victims and develop positive changes in offenders, made by highly-engaged staff in collaboration with other skillful professionals in the area.

In 2010, RNCC has also been thankful and deeply honored to celebrate more than 30 years "of being a positive force for change", continuing to build on the collective services that we provide and the role we have in the justice system. We were very pleased and proud to host our 30th year celebration in July and share our vision that has given life to RNCC and continues to unfold over the years with the important work we do.

We are also thankful for the mission that binds RNCC together. More than thirty years ago county commissioners and area justice staff set in motion the development of a community corrections department that would be comprised of professional staff and citizen-volunteers, to work to:

- *improve lives through public safety,
- *victim restoration and
- *offender change.

The results of RNCC over these 30 years demonstrates the effectiveness of timely, fair and productive prevention and intervention efforts. The value and success of RNCC standards and work are undeniable. Yet, as a new planning cycle continues to take shape, we must overcome ongoing challenges faced by RNCC to truly reduce the disproportionately high contact minority youth have within the local justice system, to increase alternatives to detention and jail for youth and adult offenders in the criminal justice system.

In these financially strapped times RNCC must remain focused on its commitment to provide exemplary services and continue to support effective efforts to implement high quality evidence based programming in the justice system. We invite the Governor, state and local law makers, the Department of Corrections, local professional and community members to:

- *collaborate with justice reform.
- *provide the necessary funding and supports that are needed to stay the course and make additional improvements; and
- *ensure that all offenders, youth and adults are given an opportunity to reclaim his/her life and to connect positively with family and community.

In closing, thank you to RNCC executive board members, advisory board members, allies and our staff for all of your hard work in 2010.

HIGHLIGHTS

Rock Nobles Community Corrections is pleased to present its 2011-2012 Comprehensive Plan. This plan was developed by Community Corrections staff with the assistance of Executive Board members and Advisory Board members. We are proud of our long-standing tradition of providing services and programs that meet the needs of the offenders, victims and our communities. Our highlights from 2009 and 2010 include the following:

- In 2009 Rock Nobles Community Corrections celebrated its 30th year “as being a positive force for change.” Staff, board members and community celebrated on several occasions to recognize this accomplishment within the counties.
- In 2009 Rock Nobles Community Corrections in collaboration with the Worthington Police Department implemented a high risk juvenile offender supervision program. It is collaboration between the department’s juvenile agents and the Worthington Police Departments street officers to monitor the high risk juveniles with the goal of decreasing out of home placement. This project has increased the number of field contact visits ensuring effective case management supervision.
- In 2010 Rock Nobles Community Corrections initiated the enhancement of its circle programs by offering these services in conjunction with family services and mental health programming. Currently this program is in the initial stages; to date, data indicates that it has reduced the out of placement costs regarding juveniles.
- We continue to enhance our database by adding forms and documents within our Court Services Tracking System (CSTS); this enables staff to shorten the amount of time it takes to complete documents, giving them greater time to assist clients. We continue the practice of having a CSTS update/training each month at the end of each staff meeting. This allows all staff to have an opportunity to learn of updates and become more proficient with the CSTS, ensuring the most accurate data is entered into the system.

INTRODUCTION

Rock Nobles Community Corrections

Jon P. Ramlo, Director
Email: jramlo@co.nobles.mn.us

1530 Airport Road
P.O. Box 547
Worthington, MN 56187
Phone: (507) 295-5310
Fax: (507) 372-8393

1000 Blue Mound Avenue
P.O. Box 762
Luverne, MN 56156
Phone: (507) 283-5077
Fax: (507) 283-5003

Rock and Nobles Counties, by a Joint Powers Resolution, declared to jointly provide local comprehensive correctional programs under the Community Corrections Act of 1973. The two counties share personnel, facilities and financial resources in the development of the Community Corrections System. The philosophy of community corrections works to keep more offenders in the community and involves various community members and community groups and volunteers. Emphasis is placed on delivering rehabilitative and restorative programming with the intention of assisting offenders to increase competencies while reducing their risk to re-offend. In addition services are offered to victims so that they are restored for their loss and/or gain emotional healing.

Mission:

In cooperation with the community, improving lives through public safety, victim restoration and offender change.

Services Provided:

- * Supervision of adult and juvenile offenders referred by the Court.
- * Diversion of appropriate low-risk offenders.
- * Assistance to crime victims.
- * Monitoring and enforcement of Court orders.
- * Investigative services that deliver relevant, accurate and timely information to the courts and the total criminal justice system.
- * Services that provide opportunities for offenders to change.
- * Community service work programs.

- Location and Demographics

<p><u>NOBLES COUNTY</u></p> <p>POPULATION: 20,365 HOUSEHOLDS: 7,939 COUNTY SEAT: WORTHINGTON</p>	<p>Nobles County is located in the southwest corner of the state adjacent to Murray County to the North, Cottonwood County to the Northeast, Jackson County to the East, Osceola County, Iowa to the Southeast, Lyon County, Iowa to the Southwest and Rock County to the West. The total area of Nobles County is 722 square miles and has a population density of 29 people per square mile.</p>
<p><u>ROCK COUNTY</u></p> <p>POPULATION: 9,476 HOUSEHOLDS: 3,843 COUNTY SEAT: LUYERNE</p>	<p>Rock County is located in far southwest corner of the state it is adjacent to Pipestone County to the North, Murray County to the Northeast, Nobles County to the East, Lyon County, Iowa to the South, Minnehaha County, South Dakota to the West, and Moody County, South Dakota to the Northwest. The total area of Rock County is 483 square miles and has a population density of 20 people per square mile.</p>

- Age Statistics

Nobles County: The median age for Nobles County was 38, as of the 2000 census, the remainder of the age groups were spread out as follows:

Under 18	18 to 24	25 to 44	45 to 64	65 and up
26.5%	8.2%	26.6%	21.3%	17.4%

Rock County: The median age for Rock County was 40, as of the 2000 census, the remainder of the age groups were spread out as follows:

Under18	18 to 24	25 to 44	45 to 64	65 and up
26.3%	7.2%	24.1%	22%	20.4%

- Income Statistics

Median Household Income in 2007

In Rock and Nobles Counties compared to the State of Minnesota

Minnesota	\$55,644
Nobles County	\$42,072
Rock County	\$45,382

Percentage of Persons Living Below Poverty Level

In Rock and Nobles Counties compared to the State of Minnesota

Minnesota	9.5%
Nobles County	15%
Rock County	8.8%

- Race Demographics

	White	Black	American Indian	Asian/Pacific	Two or More	Hispanic or Latino
Nobles	92.2%	1.8%	.6%	4.3%	1%	16.5%
Rock	97.2%	.9%	.5%	.8%	.6%	2%

- Source: United States Census Bureau

- Crime Rates

		Nobles	Rock	Total
	Murder	1	0	1
	Rape	10	0	10
PART I	Robbery	8	0	8
CRIMES	Aggravated Assault	26	50	76
	Burglary	106	18	124
	Larceny	194	71	265
	Auto Theft	10	1	11
	Arson	0	0	0
	PART I TOTAL	355	140	495
	Other Assaults	79	1	80
	Forgery/Counterfeit	15	4	19
	Fraud	58	35	93
PART II	Embezzlement	0	0	0
CRIMES	Stolen Property	3	0	3
	Vandalism	205	188	393
	Weapons	4	0	4
	Prostitution	0	0	0
	Other Sex Offenses	4	1	5
	Narcotics	20	6	26
	Gambling	0	0	0
	Family/Children	3	0	3
	DUI	141	32	173
	Liquor Laws	2	19	21
	Disorderly Conduct	63	22	85
	Other (Ex. Traffic)	99	4	103
	PART II TOTAL	696	312	1,008
GRAND TOTAL		1,051	452	1,503

- Source: Minnesota Bureau of Criminal Apprehension

- Political System

	Rock	Nobles
Senate District	21	21,22
House District	21B	21B, 22A
Congressional District	2	2
AMC District	VIII	VIII

ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES

- Vision and Mission

Mission: “In cooperation with the community, improving lives through public safety, victim restoration and offender change.”

Vision: “Probation Works in Southwestern Minnesota!”

Philosophy: “Assist in the rehabilitation of the offender to be a productive citizen by utilizing probation services, to diminish the belief of revenge and severe punishment and to recognize that reintegration of offenders back into society is better than imprisonment.”

Values: By being an active part of the Community Corrections Act since 1979, our Counties have been and are able to:

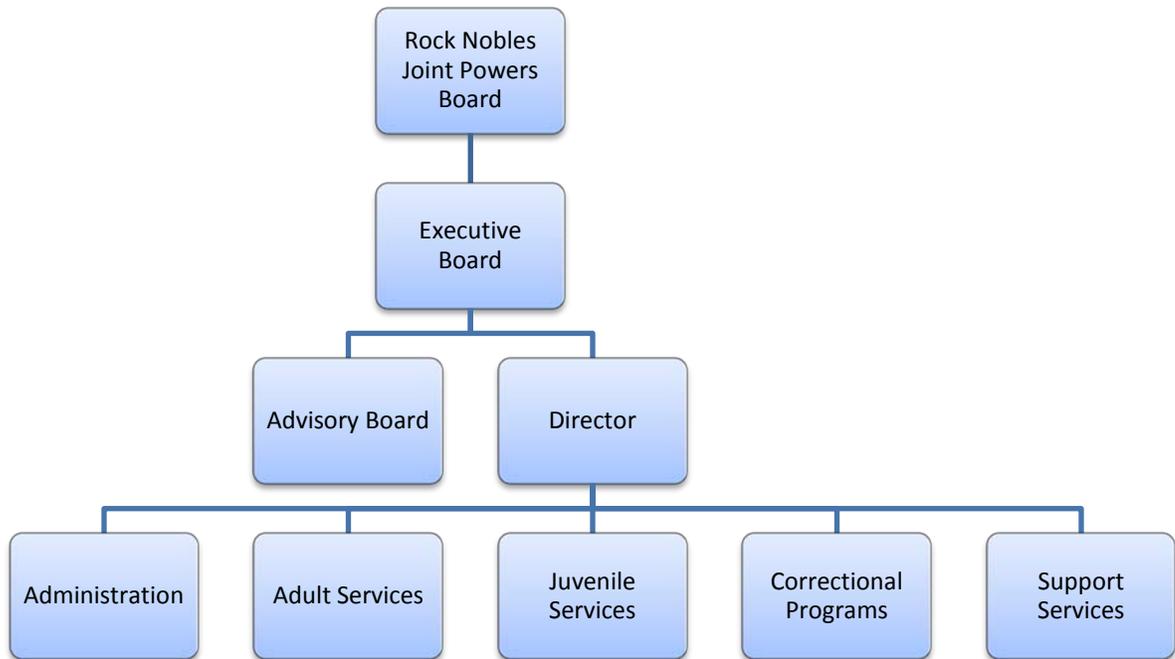
- *Use effective measures to promote greater public safety.
- *Provide services and programs to offenders which enhance their lives and promote restoration to the victims.
- *Respect the value, diversity, and uniqueness of every individual with whom we work with.
- *Promote prevention and intervention of low risk offenders.

The department is working closely with its boards, family services, law enforcement, local collaborative and the communities to explore areas of programming/services, securing funding, that would meet the needs of the communities. This is a rural area and all of the local agencies need to work as a team to ensure success in these hard economic times.

- Narrative Discussion:
 - DOC Question: What has been your experience with the implementation of the Intrastate Transfer of Supervision policy?
 - RNCC Response: Due to the three different delivery systems in Corrections and how each jurisdiction handles cases, intrastate transfers can be challenging. Rock Nobles Community Corrections staff does its best to cooperate with other jurisdictions to assure quality offender supervision and ensure public safety. It is our hope that some of the challenges that occur with intrastate transfer will be resolved with the implementation of the statewide Court Services Tracking System (CSTS) transfer.
 - DOC Question: Are residency restrictions being considered by local officials? If yes, what is being considered? What is the position of your community corrections agency?

- RNCC Response: The issue of residency restrictions has not come up for discussion by officials in our area. As we tend to have very low numbers of probationers and parolees who this would impact, each case must be reviewed and evaluated to determine what is best for community safety and the rehabilitation of the offender. As an agency Rock Nobles Community Corrections boards have taken the stance that these offenders are from the community and we need to assist in any way possible to have them become productive citizens and also ensure public safety.
- DOC Question: What protocols have been established to ensure qualifying juveniles held in detention have received the appropriate mental health screen?
- RNCC Response: Rock Nobles Community Corrections does not oversee any juvenile facilities. We do have the protocol that all juveniles placed on probation complete the POSIT (Problem-Oriented Screening Instrument for Teenagers) at intake with the consent of the parent or guardian. If the juvenile is currently under the care of a mental health professional the agent assigned to the case works with the parent or guardian to get a release signed and information shared. The collection of this data is recorded in CSTS (Court Services Tracking System).

- Organization Chart



- Department Budget and FTE's by Program Area

Correctional Fee Schedule

Rock Nobles Community Corrections has established a schedule of local correctional service fees to be paid by offenders who have the financial wherewithal to directly offset the costs for services associated with their delinquent or criminal conduct.

Probation Supervision Fees – Adult	\$120.00	Annually per offender
Diversions Fees – Adult	\$300.00 \$200.00 \$100.00	Felony Gross Misdemeanor Misdemeanor
Drivers License Diversion	\$200.00	Program Fee
Diversions Fees – Juvenile Criminal Damage + Restitution	\$100.00	CSW (in lieu) 20 hours
Curfew	\$60.00	10 hours
Disorderly Conduct	\$80.00	15 hours
Illegal Acts + Clinic Fee	\$60.00	10 hours
Shoplifting	\$100.00	20 hours
No MN DL	\$100.00	20 hours
Smoking + Clinic Fee	\$40.00	7 hours
Monitoring		
Pretrial	\$11.00	Per day
House Arrest	\$14.00	Per day
Bracelet	\$11.50	Per day
Drug Urinalysis	\$10.00	Per test
Portable Breath Test	\$5.00	Per test

2010 Budgeted Revenues At A Glance

Funding for corrections programming in the two county area comes from local dollars, Department of Corrections initiatives, grants and the Department of Corrections Subsidy. Income for 2010 will be as follows:

State Funds

CCA Subsidy	\$ 351,153**
Adult Felony Caseload Reduction	\$ 9,046
Caseload/Workload Reduction	\$ 104,015
Remote Electronic Alcohol Monitoring	\$ 8,700*

*\$8,700 is not added into the budget as this grants funds are paid to a contracted monitoring service.

**\$7,252 of CCA Subsidy is used for training.

County Funds

Nobles County Levy	\$ 125,204
Rock County Levy	\$ 62,602

Offender Fees

Probation Supervision Fees	\$ 30,000
Supervision and Miscellaneous Fees	\$ 20,000

Other

Alcohol Problems Assessment	\$ 10,000
Total Revenue	\$ 712,020

2010 Budget Information by Program

PROGRAM	BUDGETED 2010
Administration	\$106,860.00
Traditional Field Services - Juvenile	216,500.00
Traditional Field Services – Adult	326,700.00
Community Service	61,960.00
TOTAL	\$712,020.00

MINNESOTA DEPARTMENT OF CORRECTIONS (DOC)
 COMMUNITY CORRECTIONS ACT SUBSIDY COMPREHENSIVE PLAN BUDGET
 SUMMARY
 ROCK NOBLES COMMUNITY CORRECTIONS

Program: Administration

254

Budget Year: 2011

Annual: X

Supplement:

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
Personnel				\$84,360
Training				1,000
Service & Contractual				9,500
Supplies & Materials				1,500
Capital Outlays				5,000
Other Expenditures				5,500
Direct Expenses Budgeted	\$106,860	\$0	\$0	106,860
Use of State Institutions				0
All Budget Expenses	106,860	0	0	106,860
Allotment Free Non-Budgeted				0
Total Allotment	106,860	0	0	106,860
Unallotted Non-Programmed				0
TOTAL APPROPRIATION	\$106,860	\$0	\$0	\$106,860

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
State Community Corr. Subsidy	\$106,860			\$106,860
County Revenue				0
Other (Explain):				0
Grants:				0
Miscellaneous:				0
TOTAL BUDGET FUNDING FOR PROGRAM	\$106,860	\$0	\$0	\$106,860

MINNESOTA DEPARTMENT OF CORRECTIONS (DOC)
COMMUNITY CORRECTIONS ACT SUBSIDY COMPREHENSIVE PLAN BUDGET
SUMMARY
ROCK NOBLES COMMUNITY CORRECTIONS

Program: *Traditional Field Service Juvenile*

257

Budget Year: 2011

Annual: X

Supplement:

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
Personnel				\$184,500
Training				3,000
Service & Contractual				17,000
Supplies & Materials				5,000
Capital Outlays				0
Other Expenditures				7,000
Direct Expenses Budgeted	\$49,883	\$62,602	\$104,015	\$216,500
Use of State Institutions				0
All Budget Expenses	49,883	62,602	104,015	216,500
Allotment Free Non-Budgeted				0
Total Allotment	49,883	62,602	104,015	216,500
Unallotted Non-Programmed				0
TOTAL APPROPRIATION	\$49,883	\$62,602	\$104,015	\$216,500

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
State Community Corr. Subsidy	\$49,883			\$49,883
County Revenue: Rock		\$62,602		62,602
Other (Explain):				0
Grants: Caseload/Workload Reduction & Enhanced			\$104,015	\$104,015
Miscellaneous:				0
TOTAL BUDGET FUNDING FOR PROGRAM	\$49,883	\$62,602	\$104,015	\$216,500

MINNESOTA DEPARTMENT OF CORRECTIONS (DOC)
 COMMUNITY CORRECTIONS ACT SUBSIDY COMPREHENSIVE PLAN BUDGET
 SUMMARY
 ROCK NOBLES COMMUNITY CORRECTIONS

Program: *Traditional Field Service Adult*

258

Budget Year: 2011

Annual: X

Supplement:

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
Personnel				\$292,700
Training				3,000
Service & Contractual				20,000
Supplies & Materials				5,000
Capital Outlays				0
Other Expenditures				6,000
Direct Expenses Budgeted	\$132,450	\$ 125,204	\$69,046	326,700
Use of State Institutions				0
All Budget Expenses	132,450	125,204	69,046	326,700
Allotment Free Non-Budgeted				0
Total Allotment	132,450	125,204	69,046	326,700
Unallotted Non-Programmed				0
TOTAL APPROPRIATION	\$132,450	\$125,204	\$69,046	\$326,700

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
State Community Corr. Subsidy	\$132,450			\$132,450
County Revenue: Nobles		\$125,204		125,204
Other (Explain): Alcohol Problems Assessments (APA)			\$10,000	10,000
Grants: Adult Felony Caseload Reduction			9,046	9,046
Miscellaneous: Probation Supervision Fees, Miscellaneous Fees			50,000	50,000
TOTAL BUDGET FUNDING FOR PROGRAM	\$132,450	\$125,204	\$69,046	\$326,700

MINNESOTA DEPARTMENT OF CORRECTIONS (DOC)
 COMMUNITY CORRECTIONS ACT SUBSIDY COMPREHENSIVE PLAN BUDGET
 SUMMARY
 ROCK NOBLES COMMUNITY CORRECTIONS

Program: *Community Service*

267

Budget Year: 2011

Annual: X

Supplement:

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
Personnel				\$57,760
Training				300
Service & Contractual				700
Supplies & Materials				1,500
Capital Outlays				0
Other Expenditures				1,700
Direct Expenses Budgeted	\$61,960	\$0	\$0	61,960
Use of State Institutions				0
All Budget Expenses	61,960	0	0	61,960
Allotment Free Non-Budgeted				0
Total Allotment	61,960	0	0	61,960
Unallotted Non-Programmed				0
TOTAL APPROPRIATION	\$61,960	\$0	\$0	\$61,960

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
State Community Corr. Subsidy	\$61,960			\$61,960
County Revenue				0
Other (Explain):				0
Grants:				0
Miscellaneous:				0
TOTAL BUDGET FUNDING FOR PROGRAM	\$61,960	\$0	\$0	\$61,960

MINNESOTA DEPARTMENT OF CORRECTIONS (DOC)
 COMMUNITY CORRECTIONS ACT SUBSIDY COMPREHENSIVE PLAN BUDGET
 SUMMARY
 ROCK NOBLES COMMUNITY CORRECTIONS

Program: Combined

TOTAL

Budget Year: 2011

Annual: X

Supplement:

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
Personnel				\$619,320
Training				7,300
Service & Contractual				47,200
Supplies & Materials				13,000
Capital Outlays				5,000
Other Expenditures				20,200
Direct Expenses Budgeted	\$351,153	\$187,806	\$173,061	712,020
Use of State Institutions				0
All Budget Expenses	351,153	187,806	173,061	712,020
Allotment Free Non-Budgeted				0
Total Allotment	351,153	187,806	173,061	712,020
Unallotted Non-Programmed				0
TOTAL APPROPRIATION	\$351,153	\$187,806	\$173,061	\$712,020

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL FUNDING
State Community Corr. Subsidy	\$351,153			\$351,153
County Revenue		\$187,806		187,806
Other (Explain):			\$10,000	10,000
Grants:			113,061	113,061
Miscellaneous:			50,000	50,000
TOTAL BUDGET FUNDING FOR PROGRAM	\$351,153	\$187,806	\$173,061	\$712,020

Boards

- Rock Nobles Community Corrections Executive Board – Biographical Information

Don Basche, Chairperson, Citizen Member: Don has served on the Executive Board for more than 20 years. He is a retired school teacher/sports director. His hobbies include hunting, fishing, traveling, raising sheep and enjoying the outdoors. His education includes a degree from North Dakota State University. He resides in rural Worthington. He is actively involved in numerous community organizations. He and his wife, Marcia have three children and seven grandchildren.

David Benson, Nobles County Commissioner: David has served on the Executive Board since 1994. He and his wife, Sally-Anne reside on their farm near Bigelow, Minnesota. He enjoys reading, riding motorcycles and traveling. His post-secondary education includes courses from Bethel University in St. Paul and San Francisco State University. He and his wife have two adult children.

Diane Thier, Nobles County Commissioner: No information provided.

Mike Harmon, Citizen Member: Mike has served on the Executive Board for eight years. He is retired from agribusiness. His hobbies include golfing, fishing, and attending granddaughter's activities. His education includes a Business Administration Degree from Northland College in Ashland, Wisconsin. He resides in Worthington. He is actively involved in numerous community organizations. He and his wife, Elena have two adult daughters and four granddaughters.

Kenneth Hoime, Rock County Commissioner: Kenneth has served on the Executive Board for 17 years. He is a farmer near Kenneth, MN and is actively involved in numerous community organizations. His hobbies include sports, golfing and traveling with family and friends. His education includes a degree from Augustana College in Sioux Falls, SD. He and his wife, Karen have three adult children and six grandchildren.

Jane Wildung Lanphere, Vice-Chairperson, Rock County Commissioner: Jane has served on the Executive Board for 12 years. She is the Executive Director of the Luverne Area Chamber of Commerce. Her hobbies include volunteering for church activities, assisting with the local historical society and various art groups. Her education includes a Business Administration Degree from the University of Minnesota-Twin Cities. She resides in Luverne. She is actively involved in numerous

community organizations. She and her husband, Larry have three adult children and five grandchildren.

Evan Verbrugge, Rock County Sheriff: Evan has served on the Executive Board for three years. He is a 19 year veteran of Law Enforcement and is currently the Sheriff of Rock County. His hobbies include golfing, camping and spending time with his family and friends. His education includes a Law Enforcement Degree from Alexandria Technical College. He resides in Luverne. He and his wife, Missy have two children.

- o Rock Nobles Community Corrections Advisory Board – Biographical Information

Jason Beckman, Worthington Police Department Sergeant: No information provided.

Angie Boyenga, Chemical Dependency Counselor: She is currently serving her first term on the Advisory Board. She is a licensed chemical dependency counselor at New Life Treatment Center in Woodstock, MN. Her hobbies include photography and walking. Her education includes a degree from the University of South Dakota and a masters degree from North American Baptist Seminary. She resides in rural Ellsworth. She and her husband, Mike have four children.

Randy Ehlers, Director of Rock County Family Services: Randy has been serving on the Advisory Board since 2005. He is the Director of Rock County Family Services. His hobbies include sports, music, biking and jogging. His education includes a degree from Northwestern College and a Masters degree from the University of Iowa. He lives in Luverne. He and his wife, Donna have three children.

Jeffrey Flynn, Judge of District Court: No information provided.

Lee McAllister, Citizen Member: Lee is currently serving his first term on the Advisory Board. He is a retired Director of Family Services. His education includes a Masters Degree from Saint Louis University. He lives in Worthington. He and his wife, Betty Anne have two adult daughters.

Jan Johnson Ojinnaka, Director of Southwest Crisis Center: Jan is currently serving her first term on the Advisory Board. She is the Director of Southwest Crisis Center. Her hobbies include reading, spending time

with her family, watching crime television and volunteering. She lives in Worthington. She has three children and five grandchildren.

Stephanie Pierce, Chemical Dependency Counselor: Stephanie is currently serving her first term on the Advisory Board. She is a licensed chemical dependency counselor at Sanford Hospital in Luverne. Her hobbies include playing sports, being outdoors and watching movies. Her education includes a degree from St. Cloud University. She lives in Luverne. She and her husband, Travis have three daughters.

Tara Thompson, Vice Chair Person, ECFE Coordinator: Tara is currently serving her second term on the Advisory Board. She is employed by School District 518 as the ECFE and School Readiness Coordinator. Her education includes a degree from Mankato State University and Southwest State University. She lives in Worthington. She and her husband, Randy have two teenage daughters.

Terry Vajgrt, Chairperson, Attorney: No information provided.

- Staff Training

Rock Nobles Community Corrections encourages employee participation in training and education events. There are mandated training requirements for corrections agents and support staff. The corrections agents participate in 40 hours of training per year and support staff participate in 20 hours of training per year. Most training is acquired at professional and corrections conferences, district wide staff meetings, department staff meetings and specialized Department of Corrections training specific to agent work.

- Volunteers and Internships

Community volunteers are utilized to occasionally supervise juveniles during community service work, provide mentorship in the Juvenile Circles programs, and present overviews of services and programs available in the communities at our group supervision sessions. On average, one or two interns from regional universities complete their field experience in the Rock or Nobles offices every year.

- Research and Evaluation Efforts

Accountability, effectiveness, quality control, rational decision-making, and ability to solve problems are all benefits of evaluation. Rock Nobles Community Corrections is committed to utilizing evidence-based practices and developing process and outcome measures to determine the effectiveness of programs and services provided. Resource management and program development decisions are increasingly made with the aid of databases. As a learning organization, it is imperative that we facilitate continuous improvement through the use of goal setting, audit results and data analysis. Using measurements and their results drives continuous improvement. Research and evaluation increasingly centers on the planning of measurement and monitoring efforts. We are employing a number of strategies to accomplish this:

- Court Services Tracking System (CSTS) database for client and case tracking.
- Routine caseload/workload audits for conformance to performance standards.
- Measurement of client progress through reassessment of risk/needs.
- Continuous monitoring of criminal and juvenile justice trends.

- Signed Board Resolution

**MINNESOTA DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS ACT SUBSIDY**

To be used for original application and for amendments to the original comprehensive plan that add or delete units of service.

Check one: X Original application _____ Amendment # _____

Applicant: Rock Nobles Community Corrections

Application Period: January 1, 2011 to December 31, 2012

Original Proposed Budget:

Department of Corrections	351,153.00
County Funding	187,806.00
Other Funding	173,061.00
TOTAL APPROPRIATION	\$712,020.00

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

Community Corrections Administrator:

Name/Title/Signature: Jon P. Ramlo/ Director

Address/Telephone: 1530 Airport Rd., P.O. Box 547, Worthington, MN / (507)295-5310

Financial Officer:

Name/Title/Signature: Kyle Oldre/Rock County Administrator

Address/Telephone: 204 East Brown Street, Luverne, MN/ (507)283-5065

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 Commission 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 of 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

NAME/TITLE/SIGNATURE: Don Basche/Chairperson

NAME/TITLE/SIGNATURE: Jane Wildung Lanphere/Vice-Chairperson

Employee	Total Wage	Account (Dept.)	Wage	FICA	PERA	Benefit	Total
Director 2010	61,433	254	61,433	4,700	4,147	6,200	76,480
2011	63,276	254	63,276	4,841	4,429	7,260	79,806
Agent 1 2010	53,917	258	53,917	4,125	3,639	6,200	67,881
2011	55,535	258	55,535	4,248	3,887	7,260	70,930
Agent 2 2010	53,917	258	53,917	4,125	3,639	6,200	67,881
2011	55,535	258	55,535	4,248	3,887	7,260	70,930
Agent 3 2010		257 (50%)	26,958	2,063	1,819	3,100	33,940
		258 (50%)	26,959	2,062	1,820	3,100	33,941
	53,917						67,881
2011		257(50%)	27,767	2,124	1,944	3,630	35,465
		258(50%)	27,768	2,124	1,943	3,630	35,465
	55,535						70,930
Agent 4 2010	53,917	257	53,917	4,125	3,639	6,200	67,881
2011	55,535	257	55,535	4,248	3,887	7,260	70,930
Agent 5 2010	42,571	258	42,571	3,257	2,874	6,200	54,902
2011	43,848	258	43,848	3,354	3,069	7,260	57,531
Agent 6 2010	42,571	257	42,571	3,257	2,874	6,200	54,902
2011	43,848	257	43,848	3,354	3,069	7,260	57,531
CSS 2010	42,560	267	42,560	3,256	2,873	6,200	54,889
2011	43,837	267	43,837	3,354	3,069	7,260	57,520
Supt 1 2010		257 (25%)	9,315	712	629	1,550	12,206
		258 (75%)	27,943	2,136	1,887	4,650	36,616
	37,258						48,822
2011		257(25%)	9,644	738	675	1,815	12,872
		258(75%)	28,932	2,214	2,025	5,445	38,616
	38,576						51,488
Supt 2 2010	30,726	257	30,726	2,350	2,151	6,200	41,427
2011	31,648	257	31,648	2,421	2,215	7,260	43,544
Supt 3 2010		257 (50%)	13,161	1,007	889	3,100	18,157
4/5		258 (50%)	13,162	1,007	888	3,100	18,157
	26,323						36,314
2011		257(50%)	13,556	1,037	950	3,630	19,173
		258(50%)	13,557	1,037	949	3,630	19,173
	27,113						38,346

- FICA = Salary x 7.65%
- PERA 2010 = Salary x 6.75%
- PERA 2011 = Salary x 7%
- Benefit 2010 = \$515 x 12 months = \$6,200
- Benefit 2011 = \$605 x 12 months = \$7,260

PROGRAM DESCRIPTIONS

- Juvenile Probation
 - Caseload Sizes

Juvenile Caseload Sizes (August, 2010)

Staff	FTE	Assigned Counties	Caseload Composition	Caseload Size
Director	.5	Nobles & Rock	Felony, gross misdemeanor, misdemeanor and diversion	7
Agent #2 (ET)	1	Nobles & Rock	Felony, gross misdemeanor, misdemeanor, diversion, and circle	55
Agent #3 (JE)	.5	Nobles	Felony, gross misdemeanor, misdemeanor and diversion	193
Agent #4 (CR)	.25	Rock	Felony, gross misdemeanor, misdemeanor and diversion	6

- Diversion and Preventative Services
 - The practice of diverting juvenile offenders from court proceedings has been in existence in our area since 1976. Under the diversion program, first time offenders who are charged with less serious offenses are referred to our agency by the County Attorney's Office. They screen all incoming police reports and refer juveniles who they feel would be most appropriate for the diversion program.
 - If the case is to be handled by our agency, a meeting is scheduled to be conducted by a juvenile agent with the child and his/her parents and/or guardian. At the meeting if the child waives his/her rights to a speedy trial and chooses to participate in the diversion program, the case is continued for up to six months or 180 days. The continuation is subject to obeying informal conditions of supervision and having no further delinquency violations. Conditions of informal supervision most often include one or more

of the following: community service work, curfew, regular school attendance, payment in lieu of fine, counseling, adolescent chemical abuse clinic, restitution, tobacco class or apology letter. If conditions are not followed or if a new violation of law occurs, the original matter is referred to the County Attorney for petitioning. If all conditions are met, the matter is dismissed and there is no official juvenile court record.

- Risk/Needs Assessment
 - To ensure effective case planning Rock Nobles Community Corrections utilizes a multitude of screening tools. Some of these tools may include: POSIT (Problem Orientated Screening Inventory for Teenagers), YLS (Youth Level of Service) and the Adolescent SASSI (Substance Abuse Subtle Screening Inventory).
- Field Services: *Probation Services by Risk Level*
 - Supervised Probation: Supervised probation requires contact from the juvenile to his/her probation agent in accordance with their risk level. Supervised probation also has court ordered conditions and guidelines that the juvenile must follow in order to be successful in the program.
 - Unsupervised Probation: Unsupervised probation is sometimes used for first time, low risk juvenile offenders. The conditions/guidelines that the juvenile must follow are determined by the court. Minimal contact is required by department staff to ensure follow through with the conditions/guidelines.
 - Diversion: As previously mentioned, diversion is used for first time offenders, which are low risk only. Diversion may include payment of a fine and no new offenses within a given time period. If diversion is not completed successfully then it will be returned to the court for a hearing.
 - Truancy Court: This program is a collaboration between Family Service Agencies and the schools to intervene quickly with students who are not attending school regularly. When students meet the statutory criteria for truancy, the school sends a petition to family services. All truants will automatically be summoned to appear in Truancy Court within 7-10 days with their parent(s). In court the team works to identify the reasons for a student's absences and

tries to reduce those barriers. Court hearings are held on a monthly basis.

- Sentencing Circle: This program is an opportunity for first time felony and gross misdemeanor juvenile offenders to work through their problem areas by meeting with their families, community members and victims. These people along with the juvenile determine a “sentence” that repairs the harm that was caused by the offense. If they successfully complete the program the offense is no longer on their record.
- Programming
 - Rock Nobles Community Corrections offers various treatments, seminars, and evaluations for juveniles in the area. By offering this variety of services, our department can individualize programming for juveniles which enter the probation system. Some of services we provide include:
 - Community Service Work: Community service offers juveniles the opportunity to work off any fines that they may have incurred if they cannot afford to pay the fines. Community service work is offered to the juveniles in the area on a full-time basis during the summer, and as needed during the school year under the supervision of the juvenile community service work crew leader.
 - Restitution: Restitution is offered to victims of property crimes. Juveniles who are sentenced to pay restitution may pay through a payment plan which can be set up through the courts.
 - Chemical Dependency Evaluations: Juvenile chemical dependency evaluations are primarily conducted through a contract with Nobles County Family Services or Sanford-Luverne Hospital. The evaluations are most often court ordered. These evaluations are used to refer the juvenile to further treatment, if needed.
 - Inpatient Treatment: Inpatient treatment is offered to juveniles in need of chemical dependency treatment. There are various facilities throughout the state that we may utilize, depending on the juvenile's needs.

- Outpatient Treatment: Outpatient treatment is offered to juveniles through various treatment facilities throughout the area, as well as through aftercare from inpatient treatment centers where juveniles may have attended previously.
 - Out-of-Home Placements: Out-of-home placements may be utilized as a last resort when all other resources have been exhausted. Some facilities that are utilized may be: Elmore Academy in Elmore, Thistledeew Camp in Togo, Prairie Lakes Youth Programs in Willmar, Minnesota River Valley Juvenile Detention Center in New Ulm and Southwestern Youth Services in Magnolia. Rock Nobles Community Corrections may commit juveniles to the Commissioner of Corrections to be held at MCF-Red Wing.
- Adult Probation
 - Caseload Sizes

Adult Caseload Sizes (August, 2010)

Staff	FTE	Assigned Counties	Caseload Composition	Caseload Size
Director	.5	Nobles & Rock	Felony, gross misdemeanor, misdemeanor, diversion and pretrial	64
Agent #2 (BJ)	1	Nobles	Gross misdemeanor, misdemeanor and diversion	226
Agent #3 (JE)	.5	Nobles	Gross misdemeanor, misdemeanor and diversion	29
Agent #4 (KR)	1	Nobles	Felony	201
Agent #5 (MB)	1	Nobles & Rock	Felony, gross misdemeanor, misdemeanor and diversion	117
Agent #6 (CR)	.75	Rock	Felony, gross misdemeanor, misdemeanor and diversion	165

- Diversion
 - Rock Nobles Community Corrections offers some diversion programs to first time, low risk offenders. Possible diversion cases are reviewed by the department, in conjunction with the County Attorney's Offices.
- Risk/Needs Assessment
 - Rock Nobles Community Corrections utilizes several different screening tools to determine the needs of its clients. Pre-sentence investigations, bail studies, the Adult SASSI (Substance Abuse Subtle Screening Inventory), LSI-R (Level of Service Inventory-Revised) and DVI (Domestic Violence Inventory). Clients who need further assessment are referred to the appropriate agencies.
- Field Services: *Probation Services by Risk Level*
 - Pre-Trial Supervision: At Rock Nobles Community Corrections we provide pre-trial supervision services, in order to monitor offenders release conditions, such as abstaining from possession or use of chemical substances and providing breath or urinalysis samples to verify compliance.
 - Supervised Probation: Supervised probation requires regular contact from the adult to his/her probation agent. Supervised probation also has stricter guidelines that the individual must follow in order to be successful in the program than unsupervised probation.
 - Group Supervision Program: Group Supervision provides low and medium risk offenders with education and information that may improve and enhance their lives. This program puts more of the responsibility back on the offender and updates the court conditions more often. In addition to English speaking groups we have a Spanish speaking group to meet the demands of the increasing Hispanic population in Nobles County.
 - Unsupervised Probation: Unsupervised Probation is used for first time or low risk adult offenders. The guidelines that the individual must follow are not as intensive as supervised probation (i.e. he/she does not need to make regular contact with the agency,

submit to random testing), but does have to follow general rules and regulations which are required of probation.

- Diversion: As previously mentioned, diversion is used for first time offenders, which are low risk only. Diversion includes payment of a fine and no offenses within a given time period, otherwise the offense will receive a formal hearing.
- Driver's License Program: Driver's License Program is offered through Rock Nobles Community Corrections. This program is available to qualified participants, who have received either a driving after revocation or driving after suspension ticket, for the purpose of allowing drivers to reinstate their driving privileges enabling them to drive legally in Minnesota. If the client successfully completes this program the original ticket will then be dismissed.

- Programming

- Rock Nobles Community Corrections offers various treatments, seminars and evaluations for adults in the area. By offering this variety of services, our department can individualize programming for adults which enter the probation system. Some of the services we provide include:
- Community Service Work: Community service work offers adults the opportunity to work off any fines that they may have incurred if they cannot afford to pay the fine. Community service offer offenders an opportunity to help their community by performing community service hours to assist government and non-profit agencies. If the offender fails to complete the assigned hours or is non-cooperative, the Adult Worksite Supervisor will refer the case back to the Probation Agent. Worksites such as Pioneer Village, local school districts, government and other non-profit agencies in the two counties provide placement sites for offenders.
- Restitution: Restitution is offered to victims of property crimes. Individuals who are sentenced to pay restitution may pay through a payment plan which can be set up through the courts.
- Electronic Home Monitoring: The court may order offender electronic monitoring in lieu of incarceration, as a pre-trial condition or long-term monitoring. Long-term monitoring includes a set number of days on the monitor for each year on probation.

Electronic monitoring services are contracted through Minnesota Monitoring.

- Random UA/Drug Testing: The department maintains a zero tolerance for drug and alcohol use and is committed to drug testing, sanctions and the treatment of all offenders under its authority. Simple screening, using the 5 Panel Screening Kit, is conducted in the department, by the agents. If an offender contests the screening results, the sample is sent to MedTox Laboratories for confirmation.
- MADD Impact Panel: This panel is usually offered for adult alcohol offenders. The panel meets four times a year and has many informational benefits. They have speakers, movies, victims of drunken driving accidents, relatives of victims, etc. These panels can be very emotional for everyone involved. Rock Nobles Community Corrections also offers a Spanish MADD Impact Panel two times annually.
- Chemical Dependency Evaluations: Adult chemical dependency screenings are initially conducted in the department. Further evaluation is conducted through a contract with Nobles County Family Service Agency or the Luverne Sanford Hospital. The evaluations are most often court ordered. These evaluations are used to refer the offender to further treatment, if needed.
- Inpatient Treatment: Inpatient treatment is offered to adults in need of chemical dependency treatment. There are various facilities throughout the area that we may utilize, depending on the offender's needs.
- Outpatient Treatment: Outpatient treatment is offered to adults through Counseling Resources, the Luverne Sanford Hospital and various facilities throughout the area depending on the offender's need. Aftercare services are offered from inpatient treatment centers where offenders may have attended previously.
- Jail Programming: There are several programs offered through the Nobles County Jail in conjunction with Rock Nobles Community Corrections and other agencies in the community, these include:
 - Parenting Class: In conjunction with District 518 Rock Nobles Community Corrections offers a free parenting class

to those incarcerated and individuals in the community. The classes are offered three times a year and cover a multitude of topics.

- CARE Program: Rock Nobles Community Corrections in conjunction with the jail staff offer the “CARE” (Community Advanced Release Efforts) Program to incarcerated offenders. This program assists incarcerated offenders with preparing for release.
- New Beginnings Jail Treatment for Alcohol and Other Drug Dependencies: This is a traditional 12-Step program to treat alcohol and drug dependency for incarcerated offenders. This includes mentoring which assists clients in getting and maintaining correct medications, making appointments, getting a job, paying their bills and giving back to the community.
- Institutions
 - Rock Nobles Community Corrections utilizes the Nobles County Jail for local incarceration and housing of offenders. The Immigration and Naturalization Service contracts with the jail to hold prisoners until their deportation. Offenders who commit felony crimes are committed to the Commissioner of Corrections and housed within the Department of Corrections prison system.
- Contract Services/Grants
 - Rock Nobles Community Corrections contracts with the Department of Corrections for the supervision of adult sex offenders.
 - Adult Felony Caseload Reduction – Rock Nobles Community Corrections is currently receiving grant funds in the amount of \$9,046 for the Adult Felony Caseload Reduction Subsidy. These funds are used to offset the cost of one Adult Corrections Agent in order to reduce adult felony caseloads.
 - Caseload/Workload Reduction – Funds in the amount of \$104,936 is to be received for Caseload/Workload Reduction in 2010. These funds are used to offset the cost of two Corrections Agents and one support staff to reduce both adult and juvenile caseloads while enhancing supervision of all offender populations.

- Remote Electronic Alcohol Monitoring – The \$8,700 received from this grant enables Rock Nobles Community Corrections to operate a Remote Electronic Monitoring program for low income and indigent offenders. This monitoring service is directly contracted with Minnesota Monitoring in Golden Valley.
- Offender Housing
 - Rock Nobles Community Corrections is in a small, rural community therefore, there are no specialized housing opportunities. Department staff work in conjunction with other area professionals to assist offenders on an individual case-by-case basis to meet their housing needs.

STRATEGIC PLAN/OUTCOME MEASUREMENT

- Outcome 1: Community Safety
 - Indicator 1- Develop caseload audit procedures to measure quality, rather than quantity of offender contact. Conducting field/home visits when appropriate.
 - Responsible Authority 1- A combination of the Director and the agents. The Director conducts random audits to ensure this.
 - This has been implemented and is on-going.
 - Indicator 2 – Continue implementation of risk assessment tools.
 - Responsible Authority 2 – A combination of the Director and the agents.
 - This has been implemented and is on-going.
- Outcome 2: Restore the Crime Victim
 - Indicator 1 – Victims of crime have information, input and opportunities for direct participation in crime resolution.
 - Responsible Authority 1 – Rock Nobles Community Corrections staff work in cooperation with local victims services staff.
 - This has been implemented and is on-going.
 - Indicator 2 – Victims have access to restorative justice opportunities by participating in the Juvenile Sentencing Circle Program
 - Responsible Authority 2 – The Juvenile Restorative Justice Agent in cooperation with the crime victim.
 - This has been implemented and is on-going.
- Outcome 3: Community Restoration
 - Indicator 1 – Maintain Community Work Service crew performing community service projects.
 - Responsible Authority 1 – Community Work Service crew leaders.
 - This has been implemented and is on-going.

- Indicator 2 – Encourage staff participation in community programs such as child protection teams or mental health collaborative, etc.
- Responsible Authority 2 – A combination of the Director and agents.
- This has been implemented and is on-going.
- Outcome 4: Develop Offender Competencies and Assist Offender to Change
 - Indicator 1 – Provide multiple educational opportunities for offenders. (Examples: MADD Panel, Parenting Class, Group Supervision, etc.)
 - Responsible Authority 1 – A combination of the Director, agents and outside sources.
 - This has been implemented and is on-going.
 - Indicator 2 – Refer clients to treatment, counseling and available community programs.
 - Responsible Authority 2 – A combination of the Director, agents and outside sources.

ANNUAL PROGRESS REPORT

- Outcome Measures/Strategic Plan from 2009-2010
 - Goal: Organizational Effectiveness and System Change
 - In the spring of 2010 staff revised the Mission, Vision and Philosophy Statements.
 - A number of policies and procedures were reviewed and revised.
 - Review and revision of policies and procedures manual is on-going.
 - Goal: Involve the Community
 - Staff actively participate and collaborate with other professionals on a number of community based committees/boards.
 - A juvenile services review committee was established and is on-going.
 - Program/services are in the process of being reviewed by ad hoc committees consisting of advisory board members and staff.
 - A number of community members are active participants in our Juvenile Circles Program.
 - Goal: Community Safety
 - The director conducts random caseload audits.
 - Due to the caseload reallocation agents are able to commit more time to completing field visits.
 - Goal: Restore the Victim
 - Director and staff actively participate as volunteers and board members at the area Crisis Center.
 - The Juvenile Sentencing Circle Program was expanded to include family circles, mental health circles, chemical dependency circles and truancy circles.
 - Goal: Restore the Community
 - The department provides informational booths at the two fairs annually.
 - Through the Sentencing Circle Program victims and community members are granted the opportunity to participate and express the impact the offender has had on them and/or their community.
 - Victims affected by drunk drivers are empowered to share their loss through regularly scheduled MADD Impact Panels.
 - Goal: Develop Offender Competencies and Assist Offender to Change
 - Reviewed and implemented new case plan procedures to ensure offender accountability.
 - In conjunction with New Beginnings Rock Nobles Community Corrections offers a Chemical Dependency Program within the Nobles County Jail.

