

CAMPBELL COUNTY



ADULT TREATMENT COURTS

500 South Gillette Avenue, Suite 2500 Gillette, WY 82716
Office: (307) 687-6470 • Facsimile (307)687-6325

Judge Paul Phillips/Chair
Ron Wirthwein/Vice Chair
Tomi Barbour
Cheryl Chitwood
Ryan McGrath
Janeice Lynch
Scott Mooney
Rhonda Stryker
Advisory Member: Kim Krogman

Adult Treatment Courts Board Meeting Agenda
When: Wednesday, January 16, 2019 @ 7:00 am
Where: Adult Treatment Courts Conference Room

- I. CALL TO ORDER-
- II. Consent Agenda (Chairman)-
- III. Staff Reports-
 - a. Program census: Felony: 11/ DWI: 10
#terminated or opted out: 1
screened and not admitted: 1
screened and accepted: 1
graduated: 3
pending: Felony Crt: 1, DWI Crt: 2
 - b. Budget/Revenue: Update will be presented
- IV. Old Business:
 - a. Coordinator Call Update
 - b. Update on Bowling event
 - c. Deliverables for the State contract update
 - d. Update training for staff
 - e. Update defense attorney for Felony Treatment teamNew Business:
 - a. Grant Application ready to submit to CST
 - b. Welcome new board members (Ryan, Commissioner TBD)
 - c. CARF update
 - d. RFP
- V. Other Business:
- VI. Public Forum:

ADJOURN-

Consent Agenda:

- 1. Minutes from the Dec 12, 2018 board meeting
- 2. Purchase Orders / Invoice

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Tomi Barbour
Matt Avery
Cheryl Chitwood
Lisa Finkey
Janeice Lynch
Scott Mooney
Rhonda Stryker
Advisory Member: Kim Krogman

Adult Treatment Courts Board Meeting Minutes
When: Wednesday, December 12, 2018 @ 7:00 am
Where: Adult Treatment Courts Conference Room

- I. CALL TO ORDER- 7:01 a.m. Board members present at meeting – Chairman Judge Paul Phillips, Matt Avery, Tomi Barbour, Rhonda Stryker, Ron Wirthwein, and Scott Mooney. Staff Present – Chad Beeman, Breanne Ramirez (recorder), Scott Appley, and Kolby Matheny. Not Present – Cheryl Chitwood, Janeice Lynch, Kim Krogman and Lisa Finkey.
- II. Consent Agenda (Chairman)- Passed Unanimously.
- III. Staff Reports-
 - a. Program census: Felony: 15/ DWI: 10
#terminated or opted out: 1
screened and not admitted: 1
screened and accepted: 2
graduated: 0
pending: Felony Crt: 4, DWI Crt: 1
 - b. Budget/Revenue: Update will be presented
Chad reported that we are down to 24 due to two participants graduating, one opted out of DWI Court, and one was terminated from Felony Court. Chad will be getting to jail to interview new applicants. On the DWI side, the new participants seem to be doing well. The other participants are still struggling with the transition from Personal Frontiers to Behavioral Health. Chad has a meeting with Behavioral Health on Thursday to discuss how things are going. The supervisors from Behavioral Health attended court last week, and let the participants tell them their issues. Judge Phillips said that for the most part we are pleased with the hospital, but there are things that need to be adjusted with BHS and our participants need to be more flexible.
- IV. Old Business:
 - a. Update on Federal Grant
Chad spoke with Mr. Palmer. It was decided that it would be better to apply for the grant next year. A plan needs to be in place on how we are going to sustain after the grant runs out. Chad also needs to meet with Albany County about the federal grant, and how they are applying the funds to their program.

- b. Holiday Gathering/Alternate Court Date Update
Treatment Court will be having a bowling night for the participants. The back part of Camel Lanes has been reserved. Treatment Court was allowed to shift funds around in order to have social event. It will be held on December 27, 2018, and it will not interfere with treatment.
- c. Deliverables for the State contract update.
Everything has now been sent to the state, except for the audit report. The audit report will be completed in January, and was conducted by Bennett, Weber & Hermstad, LLC. Chad is just waiting on feedback on our implementation plan.
- d. Board Members up for Reappointment.
Ronald Wirthwein, Scott Mooney and Tomi Barbour are up for reappointment. According to the board by-laws all that is needed is a vote by the board for their reappointment. Ron, Scott and Tomi stepped out of the meeting, and all three were voted in unanimously. Judge Phillips announced that Ryan McGrath has agreed to replace Lisa Finkey on the board due to her leaving the Gillette area. The board voted on his appointment and was passed unanimously.

New Business:

- a. Felony Graduation on December 18, 2018.
Judge Phillips explained that we have three graduates and has invited a former graduate to be a guest speaker. The graduation will be held in Courtroom 1 at 4:00 p.m.
- b. Thinking for a Change Update.
Chad reported that the course wrapped up on Sunday, December 1, 2018. He had a pretty good group who all participated well. They listed the things that they learned, and hopefully they apply it to their daily lives.
- c. Coordinator Call Update
Chad reported that the State is looking at how they can speed up the process for enrollment into the Treatment Court program. The average wait time for felonies is 8 months. The Department of Health has a bid out for a new database. They are getting rid of our current system called WYCST. The new system will be more probation and treatment court friendly. The state is still offering technical assistance. It was also reported that there are a couple bills in the legislature that will affect the treatment courts. The Department of Health will keep the coordinators updated on the legislation. Coordinators voiced concerns about the time for training and getting volunteers for treatment court teams. They are planning on decreasing the mandated training hours from the current 40 hours of training for the first year.
- d. Upcoming Training: Defensive Tactics
Chad has gotten approval to utilize the boxing gym to do some defensive training with Kolby and Scott.
- e. Defense Attorney for Felony Treatment Team
Judge Phillips wrote a letter the bar association to try and get a defense attorney for the Felony Court team. He is hoping to speak to some more attorneys in the community.
- f. Team Gathering being coordinated by Jessica Scheve for Team Building
Chad is still waiting for details. Treatment Court will be getting a new probation officer in January.

V. Other Business:

- a. The board discussed whether a participant could do community service at Personal Frontiers. The board decided that for now, Treatment Court is to suggest other community service opportunities for credit in Treatment Court. The participant may do the community service on their own time at Personal Frontiers.

b. Officer roles will be appointed in the January meeting.

VI. Public Forum: None.

ADJOURN- 7:47 a.m.

Consent Agenda:

1. Minutes from the November 21, 2018 board meeting
2. Purchase Orders / Invoice

Board Approved on: _____

Signature:

Ronald E. Wirthwein, Vice-Chairman

Expenses/Invoices

for January 16, 2019 Adult Drug Court Board Meeting

Vendor	PO#	Amount	Notes
Salaries, Taxes and Benefits		\$ 22,575.60	
Visa	PO# 18006325	\$ 274.09	Cake, Cookies & Punch for Felony Graduation, Office Shredder & Badge for Technician.
Smart Start	PO# 18006805	\$ 396.00	4 Participants
Behavioral Health	PO # 18006808	\$ 5,124.07	
Verizon Wireless	PO # 18006804	\$ 103.96	2 Phone Lines @ \$51.98

Overall Budget Balance

Grant/Funding Source	Award Amount	Balance Left	Percentage Billed	Notes
Dept. of Health CST	\$269,957.00	\$170,238.78	36.93%	
City of Gillette 1%	\$ 10,500.00	\$6,899.00	34%	
County 1%	\$ 15,000.00	\$15,000.00	0%	
County 1% Supplemental	\$15,015.00	\$14,183.50	6%	
Program Participant Fees	\$305,063.66 Where we sat last month	\$298,127.97 Where we sit now	10.6%	\$3304.73 was taken out for Case Manager's Laptop and Phone. Court Technician's wages are also coming out.
County Match	\$70,441.00	\$31,142.08	55.78%	

Revenues Received

Program	Amount Received
Monthly Total (12/1/2018 – 12/30/2018)	\$3930.00