

CAMPBELL COUNTY



ADULT TREATMENT COURTS

500 South Gillette Avenue, Suite 2500 Gillette, WY 82716
Office: (307) 687-6470 • Facsimile (307)687-6376

Judge Paul Phillips/Chair
Ron Wirthwein/Vice Chair
Tomi Barbour
Del Shelstad
Cheryl Chitwood
Ryan McGrath
Janeice Lynch
Scott Mooney
Rhonda Stryker
Advisory Member: Sarah Bailey

Adult Treatment Courts Board Meeting Agenda
When: Wednesday, June 17, 2020 @ 12:00 p.m.
Where: Adult Treatment Court Conference room

- I. CALL TO ORDER
- II. Consent Agenda
- III. Staff Reports-
 - a. Program Census: Felony: 9 / DWI: 9
 - # terminated or opted out: 3, 1 DWI, 2 Fel
 - # screened and not admitted: 1 Fel- pending
 - # screened and accepted: (2- DWI, 0 Fel)
 - # absconded: 1 Fel
 - # graduated: 1 DWI
 - # pending: Felony Crt: 2, DWI Crt: 4
 - # in hold status for treatment: 0
 - b. Budget/Revenue: Update will be Presented
- IV. Old Business:
 - a. Update on Office Move
 - b. Firearm Policy Subcommittee Meeting July 8
 - c. Update on Funding and Next FY Budget
 - d. Appreciation and Recognition reception

New Business:

- V. Other Business:
- VI. Public Forum:

Consent Agenda: Purchase Orders/Invoice and Minutes from May 20, 2020 Meeting

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Adult Treatment Courts Board Meeting Minutes

When: Wednesday, May 20, 2020 @ 12:00 p.m.

Where: Courtroom B/ MS TEAMS CALL

- I. CALL TO ORDER – 12:02 p.m. Board Members Present – Judge Paul Phillips, Ron Wirthwein, Tomi Barbour, Cheryl Chitwood, Janeice Lynch and Rhonda Stryker. Staff Present – Chad Beeman, Breanne Ramirez (Recorder). Board Members Absent – Del Shelstad, Ryan McGrath, Scott Mooney and Sarah Bailey.
- II. Consent Agenda – Approved unanimously.
- III. Staff Reports-
 - a. Program Census: Felony: 12 / DWI: 9
terminated or opted out: 0, 0 DWI
screened and not admitted: 0
screened and accepted: (0- DWI, 0 Fel)
graduated: 8 (6 Fel, 2 DWI) 1 more DWI grad 5/21
pending: Felony Crt: 4, DWI Crt: 3
in hold status for treatment: 0
 - b. Budget/Revenue: Update will be Presented
Chad reported that we are down to 21 participants with 6 felony graduates and 3 DWI graduates. Chad said that we are hoping to take new participants the first part of June. There are five on both the felony and DWI side waiting to get in the program. Judge Phillips reported that with Judge Rumpke, they have presented a plan to reopen operations plan. The plan has been approved by all six judges and it is in the process of getting signed. Health officials have walked through the courtrooms and have received their approval. The plan is to reopen operations on June 1, 2020. The expectation is to follow the guidance of agencies on whether you can attend court in person. Judge Phillips and Judge Castano plan to hold treatment court in person starting in June. Participants will not be required to attend in person if they do not feel comfortable. Spectators will not be allowed in the

courtroom. Participants will talk from their chair instead of at the podium. Chad reported that they did a compensation study. They dropped Breanne's position by two pay grades, and the court technicians positions got bumped a little. Chad said that he may be emailing some documents on the budget for the next fiscal year for the boards approval.

IV. Old Business:

- a. New Court Subcommittee Update – Chad said with the pandemic it is on hold. We were only got 30 spots even though we requested 40 spots. The board agreed that the misdemeanor court be put on hold until the next fiscal year.
- b. Update on Office Move – Chad reported that minimal work needs done, bids will go out this month and the Treatment Court should be moved sometime in November.
- c. Firearm Policy Agreement – Chad sent out a waiver for the board to review. Chad said it was based on the similar waiver that retired law enforcement sign in order to carry with their federal firearms permit. Chad said him and Scott are going to try and train once a quarter using the Sheriff's fire range. Janeice asked what the Treatment Courts policy is on training. Chad said they are doing safety trainings once a quarter. Carol Seeger asked for a waiver and to have the treatment court board approve of the trainings. Judge Phillips suggested a subcommittee be created with Ron being the chairman, and Janiece and Scott Mooney participating. Rhonda asked if someone from the community should be on the committee. Judge Phillips said yes that an at large member should be on the subcommittee. Rhonda said she will volunteer. It was discussed the subcommittee meet sometime in late July or August due to the pandemic restrictions.
- d. Update on Funding and Next FY Budget – Chad reported that the Treatment Court was given 30 spots. Chad said he is going to spend more participants funds. His salary and benefits will come out the participant funds, Scott will come out of the county match funds, and Breanne and Kolby's salaries will come out of the grant funds. Judge Phillips asked if we are going to be affected with budget cuts. Chad said he was told not this upcoming fiscal year.
- e. Office Furniture Update - Chad reported that with the special grant that was applied for in September, the court got new conference tables, new copier, new reception set, new conference room chairs, two new file cabinets, and the staff got new office chairs.

New Business:

- a. Graduate Recognition, Employer and Family Appreciation, Reception – Chad suggested that a large recognition at the Senior Center for the graduates, participants and sponsors in June. Chad will present the budget and potential dates at the next meeting.
- b. Treatment and Court Procedure Reopening – Chad discussed that the court will meet with participants in person starting in June. Judge Phillips gave kudos to the treatment court staff being here everyday continuing services for the participants and the professionalism of the treatment court team by calling into court and staffing.

V. Other Business: None

VI. Public Forum: None

Adjourn: 12:50 p.m.

Consent Agenda: Purchase Orders/Invoice

Board Approved on: _____

Signature:

Ronald E. Wirthwein, Vice-Chairman

Expenses/Invoices

for June 17, 2020 Adult Drug Court Board Meeting

Vendor	PO#	Amount	Notes
Salaries, Taxes and Benefits		\$ 44,932.54	
Personal Frontiers	PO# 19011314	\$ 2,945.00	Paid by City
Personal Frontiers	PO# 19011316	\$ 4,380.00	
Office Depot		\$ 3,780.06	New Office Furniture – Additional Surplus Grant
Visa #1	PO # 19010211	\$ 515.77	Reception Furniture and Book for DWI Participant
Visa #2	PO# 19011317	\$ 453.85	6 Graduation Plaques, Badge for SA
Verizon	PO# 19011301	\$ 104.04	2 Phones Lines

Overall Budget Balance

Grant/Funding Source	Award Amount	Balance Left	Percentage Billed	Notes
Dept. of Health CST	\$269,881.08	\$34,881.93	88%	
City of Gillette 1%	\$ 10,500.00	\$3,533.77	66%	
County 1%	\$ 15,000.00	\$7,656.25	49%	
County 1% Supplemental	\$15,015.00	\$15,015.00	0%	
Program Participant Fees	Starting Balance for FY19 \$352,905.28	Current Balance \$316,269.26		
County Match	\$70,441.00	\$0	100%	

Revenues Received

Program	Amount Received
Monthly Total (04/01/2020 – 04/30/2020)	\$3,020.00