



**Campbell County Adult Treatment Courts**  
**500 S Gillette Avenue, Suite 2500 Gillette, WY 82716**  
**Office: (307)687-6470 Fax: (307)687-6325**

Judge Paul Phillips - Chairman  
Ron Wirthwein - Vice-chairman  
Tomi Barbour - Member  
Matt Avery - Commissioners Liaison  
Cheryl Chitwood - Member  
Lisa Finkey - Member  
Janice Lynch - Member  
Scott Money - Member  
Rhonda Stryker - Member  
Peggy Seader - Advisory Member

**Adult Treatment Courts Board Meeting Agenda**  
**When: Wednesday, August 15, 2018 @ 7:00 am**  
**Where: Adult Treatment Courts Conference Room**

- A. Call To Order
- B. Consent Agenda
  - I. Minutes From The July 18, 2018 Board Meeting
    - Documents:
      - [JULY 18. 2018 MINUTES.PDF](#)
    - II. Purchase Orders/Invoice
- C. Staff Reports
  - I. Program Census: Felony: 13/ DWI:12
    - a. #Terminated Or Opted Out: 0
    - b. #Screened And Not Admitted: 2-Felony Court (H.E. And D.D.)
    - c. #Screened And Accepted: 1-DWI Court (N.B.); 1-Felony (C.C.)
    - d. # Graduated: 0
    - e. # Pending: Felony Crt: 7, DWI Crt: 2
  - II. Budget/Revenue: Updated Will Be Presented
- D. Old Business

- I. End Of Fiscal Year 18/Budget Results
- II. Interviews Completed For P/T Technician Position
- III. City Of Gillette Grant Finalized
- E. New Business
  - I. Adoption Of New Rules For Community Service Work Locations
  - II. Deadlines For Statement Of Work: Some Of Have Met
  - III. Update Regarding Website
- F. Other Business
- G. Public Forum
- H. Adjourn

Campbell County Adult Treatment Court meets every third Wednesday of the month at 7:00am in  
the Adult Treatment Courts Office

# 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  
Matt Avery  
Cheryl Chitwood  
Lisa Finkey  
Janeice Lynch  
Scott Mooney  
Rhonda Stryker  
Advisory Member: Peggy Seader

### **Adult Treatment Courts Board Meeting Agenda**

**When: Wednesday July 18, 2018 @ 7:00 am**

**Where: Adult Treatment Courts Conference Room**

- I. CALL TO ORDER- 7:00 AM board members present at meeting-Chairman Phillips, Ron Wirthwein, Matt Avery, Cheryl Chitwood, Janeice Lynch, Scott Mooney, Rhonda Stryker, and Peggy Seader. Staff present Denise Elbert, Chad Beeman(recorder), and Breanne Ramirez. Not present: Lisa Finkey and Tomi Barbour.
- II. Consent Agenda (Chairman)- Motion made by Ron and seconded by Rhonda- motion to accept consent agenda as presented passed unanimously.
- III. Staff Reports-
  - a. Program census: Felony: 15/ DWI: 12  
#terminated or opted out: 0  
# screened and not admitted: 1-DWI Court (BO)  
# screened and accepted: 1-DWI Court SE  
# graduated: 0  
# pending: Felony Crt: 4, DWI: Crt 3  
Denise discussed the current census and potential to replace the 3 that graduated on 7/17 and one that will graduate on 7/19, within the next few weeks. Chairman Phillips stated he feels good about yesterday's graduating class.
  - b. Budget/Revenue: Update will be presented: Denise and Breanne talked about the budget and that if request for moving funds is approved by the state then only approx. \$9000 will be sent back to the state.
- IV. Old Business:
  - a. Introduction of Adm Assistant who started July 9, 2018. Breanne Ramirez was welcomed and introduced to the board.
  - b. Update on technician position. -Denise talked about the potential 2 male candidates and that interviews will take place on August 1.
  - c. Mental health assessment: Should we require every new felony participant obtain a MH eval before they advance to level II? (seeking input from Tomi on this). Chairman Phillips tabled this topic until Tomi is present to discuss this

further.

- d. End of fiscal year 18/budget- (see item IIIb)
- e. Info from meeting in Lander on the State's contract and new guidelines: Denise and Chad talked about the meeting in Lander and that it was helpful and productive. It was discussed that there are many new demands and guidelines being implemented, however even the Department of health is unclear on some of their expectations at this point.

New Business:

- f. Self-evaluation of program for the State. Denise talked about the August 31<sup>st</sup> deadline and that this will be a main focus over the next several days to make sure the program is in compliance and has proper policies in place to meet the guidelines. This process will be on-going through FY 19 in order to meet the new state guidelines.
- g. Felony graduation July 17 (3); DWI graduation July 19 (1) -previously discussed with staff update.
- h. Chairman Phillips added to the new business a discussion on non-payment to Personal Frontiers for services that may not have been within contractual guidelines. The participants of the Adult Treatment Courts were told to paint the offices of Personal Frontiers in place of holding group treatment. No notice or approval was communicated for this work. There was an email on July 9 stating the opposite, communicating that PFI would be closed for business due to painting during the day but group would still go on as planned for that evening of July 11. Motion made by Ron and Seconded by Janeice that authorized the Adult Treatment Courts to withhold payment to Personal Frontiers for group services, if billed, for July 11, 2018.

V. Other business:

none

VI. Public Forum: N/A

ADJOURN- 7:30AM

Consent Agenda:

1. Minutes from the June 20th, 2018 board meeting
2. Purchase Orders / Invoice