

**Campbell County Juvenile and Family Drug Court  
Management Committee and Operational Team Meeting  
Tuesday, July 21<sup>st</sup>, 2020  
12:00 p.m.-1:00 p.m.  
Teleconference Call**

**Present:** Kim Hoff, Jim Lyon Jr., JR Bailey, Craig Abraham, Heidi Phipps, Fiona Conn, Jamie Hurich, Donna Morgan, Bonnie Volk, Sheri England and Megan Kincaid-Heidel

**Approval of Prior Board Minutes**

Jim Lyon, Jr. moved to approve the June minutes as written. Heidi Phipps second. Motion Carried.

**Program Update**

JR Bailey gave the June 2020 program update

YIT: 4 served in June

JFDC: 4 served in June

Court of Origin:

Juvenile Court: 4

Circuit: Court: 1

Municipal Court: 2

Circuit and Muni: 1

PFI: 4

YES House: 4

Phase I: 1

Phase II: 4

Phase III: 2

Graduated: 1

Terminated: 0

Absconded: 1

Relapses: 2

New Participants: 0

Pending: 0

Referrals: 3

Upcoming Graduation: August 13th

**Coordinators Teleconference**

Jim reported that CST did not have any updates on Covid. They will be sending deliverables and training logs are due. They will also be doing a cost analysis survey focusing on treatment. They also reminded that data is due at the end of July to pull quarterly reports.

### **Site Visit**

Jim reported that the visit will be 2pm on Thursday. They will be doing interviews then watch staffing and court. A questionnaire and data from WyCST were sent out. Chad Beeman reported that their site visit was mainly looking at the process, the program itself, and getting to know people. The planned treatment plan meeting will be rescheduled to ensure that everyone is there.

### **Budget Update**

Jim presented to the Commissioners. We will need to keep an eye on things for the next few months and focus on what the CST numbers will be. Megan Kincaid-Heidel sent out the workbook to track expenses and all questions should be directed to her. Jim reported that we met the match percentage requirements and are only returning \$3443.30 to CST.

### **Surcharge Grant**

Jim reported that CST advised to proceed as usual and asked if we should still ask for emergency homeless money or request treatment funds. Commissioner Faber asked if it was possible to switch after we have requested. Donna moved to complete the surcharge grant with Char's homeless emergency fund if CST returns with confirmation that the funds are transferable. Bonnie seconded. Motion carried.

### **Provider agreement Letters**

Jim reported that there were no changes with the exception of the amounts, dates and the addition of PFI's \$25 no show fee. They will need to be signed.

### **Approval of Reappointments**

Sheri England agreed to serve another term on the board. Bonnie Volk moved. Jim seconded. Motion carried.

### **Youth Advocate Representative Approval**

Postponed.

### **Retreat**

Jim reminded the board that last year the Fire Station was the location and Qdoba catered for a training worth 5.5 hours. Dan Lindley from Sheridan would like to join us and Adult Treatment Court with possibly more people joining in for a training. We will need to find a bigger venue, pin down some numbers, and send out a doodle pool to try and find a good date.

## **Other Business**

It was proposed that for additional training or to ensure requirements are reached that we look into NADCP access to the online conference that has been offered post conference. It was a consensus that we look to the free opportunities first.

The next meeting is August 18<sup>th</sup>, 2020.

No further business was introduced. Meeting adjourned.