

CAMPBELL COUNTY



ADULT TREATMENT COURTS

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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 Minutes

When: Wednesday August 15, 2018 @ 7:00 am

Where: Adult Treatment Courts Conference Room

- I. CALL TO ORDER- 7:00 AM. Board members present at the meeting – Vice Chair Ron Wirthwein, Matt Avery, Cheryl Chitwood, Janeice Lynch, Scott Mooney, Rhonda Stryker, Peggy Seader, Lisa Finkey and Tomi Barbour. Staff present was Denise Elbert, Chad Beeman, and Breanne Ramirez (recorder). Also present was Bob Palmer, County Commissioners Office. Not present: Chairman, Judge Paul Phillips.
- II. Consent Agenda (Vice Chairman)- Motion made by Matt Avery and seconded by Rhonda Stryker to accept consent agenda as presented. Motion passed unanimously.
- III. Staff Reports-
 - a. Program census: Felony: 13/ DWI: 12
#terminated or opted out: 0
screened and not admitted: 2-Felony Court (H.E. and D.D.)
screened and accepted: 1-DWI Court (NB); 1-Felony (CC)
graduated: 0
pending: Felony Crt: 7, DWI Crt: 2
Denise reported that the people awaiting acceptance into Felony Court are either in jail, awaiting their ASI, and one is still in in-patient treatment. There is only one current Felony participant that is needing extra time, but the rest seem to be doing well. There are two awaiting acceptance into DWI Court, and they are just waiting for their sentencing hearings. One current DWI participant went in front of Judge Castano after police contact involving a traffic violation. The rest of the DWI participants seem to be doing well.
 - b. Budget/Revenue
Denise went over the expenses and invoices that was provided to the Board. Denise explained that the Treatment Court had one mental evaluation that was well worth the money due to a participant taking unnecessary medication. There were no questions regarding the invoices.
- IV. Old Business:
 - a. End of fiscal year 18/budget results.

The end of year budget statement was provided to the board. Denise explained that Fiscal Year 2018 budget has come to a close, and very little had to be sent back to the state. She also explained to the board that the programs' substance abuse treatment expenses were lower than previous years due to more participants having health insurance and the new billing system with Personal Frontiers.

b. Interviews completed for p/t technician position.

Denise updated the board that there were two potential candidates interviewed, and they are just awaiting reference checks before they make a job offer.

c. City of Gillette grant finalized.

The board was presented the finalized grant in the amount of \$10,500.00, which is higher than what the treatment court got last year.

New Business:

a. Adoption of new rules for Community Service work locations.

Denise explained that this item was added by Chairman Phillips after the participants were asked to paint the offices of Personal Frontiers in place of holding group treatment. Denise explained that the program was not billed for that night of treatment. She also explained that there is need of parameters on participants not doing community service at businesses that are associated with anyone on the Treatment Court Team. It was also discussed how community service at Personal Frontiers was addressed last year.

b. Deadlines for Statement of Work: Some have met.

Denise went over the deliverables calendar for deadlines put forth by the state. Denise explained that the Training Plan for the treatment team was submitted and accepted along with the year-end financial statement that was signed and approved by Ron Wirthwein. She reported that the staff is currently working on the self-evaluation, which is due August 31st. The state is only requiring it to be in draft form, but Denise reported that her goal is to have it in finalized form when it is submitted.

V. Other business: None.

VI. Public Forum: None present.

ADJOURN- Janeice Lynch made a motion to adjourn and seconded by Ron Wirthwein. Meeting adjourned at 7:20 a.m.

Consent Agenda:

1. Minutes from the July 18th, 2018 board meeting
2. Purchase Orders / Invoice

Board Approved on: _____

Signature: _____



Ronald E. Wirthwein, Vice-Chairman

Expenses/Invoices

for August 15, 2018 Adult Drug Court Board Meeting

Vendor	PO#	Amount	Notes
Verizon	PO# 18000215	\$ 51.64	Cell Phone
Verizon	PO # 18001429	\$ 51.64	Cell Phone - September
Salaries, Taxes and Benefits		\$ 14,123.95	
SmartStart (Texas)	PO# 18001362	\$ 192.00	Monitoring
Personal Frontiers	PO# 18001361	\$ 7,358.82	Substance Abuse Treatment
Rocky Mountain Business Equipment, LLC	PO # 18000394	\$ 234.08	Annual Copier Maintenance
Wyssman Psychological & Counseling, LLC	PO # Pending (waiting for W-9)	\$ 787.50	Adult Mental Status and History for A.E.

Overall Budget Balance

Grant/Funding Source	Award Amount	Balance Left	Percentage Billed	Notes
Dept. of Health CST	\$269,955.28	\$256,690.77	5%	
City of Gillette 1%	\$ 10,500.00	\$10,500.00	0%	
County 1%	\$ 15,000.00	\$15,000.00	0%	
County 1% Supplemental	\$15,015.00	\$14,227.50	5%	
Program Participant Fees	\$304,624.02	\$304,624.02	0%	
County Match	\$70,441.00	\$65,310.28	7%	

Revenues Received

Program	Amount Received
Monthly Total (7/1/2018 – 7/31/2018)	\$5035.00