

**Campbell County Juvenile and Family Drug Court  
Management Committee and Operational Team Meeting  
Tuesday, September 11<sup>th</sup>, 2020  
12:00 p.m.-1:00 p.m.  
Ponderosa Rm, GAMB  
Available on Teleconference Call**

**Present:** Kim Hoff, Jim Lyon Jr., JR Bailey, Heidi Phipps, Fiona Conn (via phone), Jamie Hurich, Coleen Faber, Char Edwards, Sheri England, Augusta Lind, Sally Craig, Craig Abraham, Donna Morgan, and Megan Kincaid-Heidel

**Approval of Prior Board Minutes**

Char Edwards moved to approve the August minutes as written. Heidi Phipps second. Motion Carried.

**Program Update**

JR Bailey gave the August 2020 program update

YIT: 5 served in August

JFDC: 3 served in August

Court of Origin:

Juvenile Court: 3

Circuit: Court: 1

Municipal Court: 3

Circuit and Muni: 1

PFI: 4

YES House: 3

Phase I: 1

Phase II: 3

Phase III: 2

Graduated: 1

Terminated: 1

Absconded: 0

Relapses: 0

New Participants: 1

Pending: 0

Referrals: 2

Upcoming Graduation: September 3<sup>rd</sup> and September 24<sup>th</sup>

## **Coordinators Teleconference**

Jim Lyon, Jr. reported that the Coordinators Teleconference was Cancelled.

## **Virtual Site Visit Summary Report**

Jim previously forward the email with the virtual site visit summary. It was very complimentary but vague.

## **Budget Update**

Jim reported that there will be no more CJSB funding. He also reported that Donna Morgan was kind enough to look at her budget and offer to charge the program \$50 per participant per night instead of \$50 per participant per hour which will be a huge help. Jim then asked if there were any questions on the budget tracking sheet. No questions.

## **Annual Review of JFDC Policies and Procedures**

Kim Hoff reported that she has begun proofing but isn't quite done and asked to push to next month. The voting will be pushed to next month. This meeting Jim wanted to point out a few things that JR had already brought up such as the fee agreement and refunding the fees. JR Bailey suggested that instead it should read that the court will decide if remaining fees are waived. Jim also brought up concern with the Roommate search and seizure agreement. JR suggested that it be specifically the participants areas and all common areas. Char was asked to edit the policies for the next meeting. Jim asked that everyone look at the Standard Operating Procedure for the next meeting and he will send out the Memorandum of Understanding.

## **Other Business**

Kim asked about any progress on a training day. Jim reported that he has been in discussion with Chad about hosting a two day, possibly statewide training in Spring/Summer of next year. Most of the details are still in the works. Sheri England asked if the date will be confirmed by December due to CARF Accreditation scheduling. Jim assured her we will have a date down by then.

No further business was introduced. Meeting adjourned.

The next meeting is October 20<sup>th</sup>, 2020.