

# 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: Kim Krogman

**Adult Treatment Courts Board Meeting Minutes**  
**When: Wednesday October 17, 2018 @ 7:00 am**  
**Where: Adult Treatment Courts Conference Room**

- I. CALL TO ORDER- 7:01 a.m. Board members present at meeting – Chairman Judge Paul Phillips, Cheryl Chitwood, Janeice Lynch, Scott Mooney, Rhonda Stryker, Tomi Barbour and Kim Krogman. Staff Present – Chad Beeman, Breanne Ramirez (recorder), and Scott Appley. Not Present – Ron Wirthwein, Matt Avery and Lisa Finkey.
- II. Consent Agenda (Chairman)- Pass unanimously.
- III. Staff Reports-
  - a. Program census: Felony: 14/ DWI: 11  
#terminated or opted out: 1  
# screened and not admitted: 0  
# screened and accepted: 2.  
# graduated: 0  
# pending: Felony Crt: 2, DWI Crt: 1  
Chad reported that we have screened and admitted two participants for Felony Treatment Court. For DWI Court, one will be screened this week and one will be screened and potentially accepted on November 1, 2018. He also said that numbers will be up, but we will be losing two participants in DWI Court due to the upcoming graduation on November 1, 2018. Felony Court will be losing three participants due to graduation scheduled for December 18, 2018. Chad also reported that Thinking for a Change (T4C) programming will start this week. He did not do T4C this week due to an illness. In addition, Treatment Court received good feedback on the programming the participants attended at Peregrine on resume building and job skills. Scott Appley, the new Technician was introduced to the Board. Judge Phillips said that Felony Court is a tough crowd but feels pretty comfortable with Level 4 participants. He said that DWI Court is a great group and is really doing well.
  - b. Budget/Revenue: Update will be presented.  
Breanne did an overview on the invoices and budget balance. Salaries are up this month due to the fact that salaries were coming out of the County Commissioners budget instead of Treatment Court. Treatment Court paid their

last statement with Personal Frontiers, and have received the first statement with Behavioral Health Services.

IV. Old Business:

- a. Update on treatment provider/new contract pending.  
Chad reported that BHS has signed the contract and it will go before the commissioners on November 6. In the contract the provision to terminate the contract was changed to 90-day notice provision. Judge Phillips said that he has been pleased with their participation with our staffing meetings and they have provided thorough treatment notes. Judge Phillips is really happy with what we have seen. He thought they would be more rigid but have been willing to change things internally at our request. Chad said that RFP will go out in March for the new treatment provider contract.
- b. 1% optional sales tax.  
Chad reported that the County 1% funds have been received from the County, and we just waiting on funds from the City.
- c. Deliverables for the State contract update.  
Chad discussed that the State is still waiting on our annual independent audit which will be submitted in January. Treatment Court also needs to submit a timeline on improvements to internal policies. From our self-evaluation, there are a few minor things that need to be improved on. The changes will be presented at a future board meeting.

New Business:

- a. DWI graduation on November 1, 2018.  
Two participants will be graduating.
- b. Felony graduation on December 18, 2018.  
Three participants will be graduating.
- c. Board members up for reappointment.  
Tomi Barbour, Scott Mooney, and Ron Wirthwein are up for re-appointment. Chad told them that if they want to stay on, they need to write a letter to the commissioners.
- d. Case Manager opening.  
Chad reported that Treatment Court has received some good applicants. The position closes at 5:00 p.m. on October 19, 2018.
- e. BI contract.  
Ankle monitor contract. Chad discussed that we have not used it in over two years since the Court has been using Smart Start. There is no cost to keep the contract open. The board agreed to keep the contract open so it does not need to be re-written in the future.

V. Other Business: **None**

VI. Public Forum: **None**

ADJOURN- 7:22 a.m.

Consent Agenda:

1. Minutes from the September 17, 2018 board meeting
2. Purchase Orders / Invoice

Board Approved on: 11/21/18

Signature:



Ronald E. Wirthwein, Vice-Chairman

## Expenses/Invoices

### for October 17, 2018 Adult Drug Court Board Meeting

Vendor	PO#	Amount	Notes
Treatment Court Visa	PO# 18003193	\$ 66.58	Medications for F290
Norchem Drug Testing	PO # 18002684	\$ 927.00	138 – 8 Drug Panel, 2 – ETG/ETS
Salaries, Taxes and Benefits		\$ 30,424.52	This is unusually high due to the fact that the Admin Assistant wages were coming out of the Commissioners budget. Will go back to normal for October.
Personal Frontiers	PO # 18003134	\$ 8,834.49	Final Invoice
Behavioral Health Services	PO # 18003541	\$ 523.75	First Bill.
Bennett, Weber & Hermstad LLP	PO # 18003540	\$ 1,875.00	Audit of Last Fiscal Year/Financial Report as of 06/30/2018

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#### Overall Budget Balance

Grant/Funding Source	Award Amount	Balance Left	Percentage Billed	Notes
Dept. of Health CST	\$269,957.00	\$220,861.07	18%	
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	\$14,183.50	6%	
Program Participant Fees	\$304,624.02	\$316,568.28	0%	Technician Position will start pulling from this account.
County Match	\$70,441.00	\$54,993.70	21.92%	

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#### Revenues Received

Program	Amount Received
Monthly Total (9/1/2018 – 9/30/2018)	\$4032.50