

A photograph of the Steele County Courthouse, a large, ornate brick building with a prominent clock tower and a rounded corner. The building features arched windows and a central entrance with a statue above it. The text "Steele County" is visible above the entrance arches, and "1899" is inscribed below. The sky is blue with scattered clouds, and green trees are visible in the background.

***Steele County
Community Corrections
2020-2021 Comprehensive Plan***

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Mission and Vision

Mission

To enhance the safety of all citizens by facilitating and promoting adherence to evidence based and restorative practice.

Vision

To reduce recidivism within our Criminal Justice System.
Our goal is to work with our local stakeholders and other Minnesota Correctional Agencies to promote positive change amongst the people we work with.

Acronym Reference Guide

SCCC - Steele County Community Corrections

SCRAM - Secure Continuous Remote Alcohol Monitoring

T4C - “Thinking for a Change” Cognitive Skills Programming.

CORE - CORE Professional Services- A sex offender treatment program for adult and juveniles.

CSTS - An electronic records management system for probation/supervision agencies in Minnesota. It uploads information to the Statewide Supervision System.

DVCCRT- Domestic Violence Coordinated Community Response Team

DVI - Domestic Violence Inventory

EBP - Evidence-Based Practices- Current best research evidence in corrections which administrators use in selecting programs designed to manage offenders, reduce recidivism, and increase public safety.

LS/CMI - Level of Service Case Management Inventory- An assessment that measures the risk and need factors of adult offenders. The LS/CMI is also a fully functioning case management tool.

MACCAC - Minnesota Association of Community Corrections Act Counties- An association of counties who operate corrections programming within their communities under the provisions of the Minnesota Community Corrections Act of 1973.

ODARA- Ontario Domestic Assault Risk Assessment

OHP - Out of Home Placement.

POSIT - Problem Orientated Screening Instrument for Teenagers- A brief screening tool designed for adolescents 12 through 19 years of age to identify problems requiring subsequent in-depth assessment. It also can help determine a potential need for treatment.

SASSI - Substance Abuse Subtle Screening Inventory

SWDC - Steele Waseca Drug Court

WRNA- Women’s Risk Need Assessment

YLS/CMI - Youth Level of Service/Case Management Inventory-A risk assessment tool to assess juvenile risk to reoffend, and to identify the youth’s major needs, strengths, barriers, and incentives; assist to select the most appropriate goals for him or her; and produce an effective case management plan.

Highlights and 2020 Goals

Since our Community Corrections Conversion, which took place on July 1, 2017, our department has been working diligently to create a Correctional Continuum which provides a balance of field supervision and case management. In 2019 our management team focused heavily on evidence based “Implementation Science”. Implementation of EBP is a continuous process and our goal for 2020 is to continue to provide our team with evidence-based tools, peer learning, along with accountability to the process. The highlights and goals relating to “implementation” and what we incorporated in 2019 are as follows; EBP Community of Practice, Coaching, SMART Chrono implementation, Probation Agent case audits, a Management/Peer case review screening team and continued stakeholder education.

Into 2019, our management team along with our Probation Officer III staff focused heavily on creating a monthly, all staff “Community of Practice” evidence-based meeting. During this meeting we provide county/department updates along with a rotation where Agents are responsible to present a case management tool (Carey Guide) designed to equip corrections professionals with the information and tools they need to support changes of behavior with their clients. The goal is for our Agents to study a guide and present it to the group, thus providing examples and educating other Agents on the usefulness of the guides for case management. In the fall of 2019, we had Carey 10-Step Trainers come to our department to provide more insight to the Carey Guide process and the sequential order of the Carey Guide Case Management System. Our goal is to provide our team a road map to case management by supplying them the tools they need to be more effective in reducing risk with the people they work with.

Next, our management team has focused heavily on “Coaching.” This entails having individual monthly meetings with our staff and employing the spirit of “Coaching” with the goal to; improve performance, unlocking staff potential and gauging the speed and responsivity of our team as a department. This involves our management team attending trainings on the subject of coaching, taking time to educate ourselves individually, along with having several discussions with our Probation Officer III’s about the subject and how they work this into their mentoring duties with their designated peers.

Furthermore, in 2019 our management team employed use of “case audits” into our Performance Management/Evaluation Process. This involves the management team creating a system where we systematically evaluate staff on their use of evidence-based procedures and the use of case management tools. This auditing process was created with the guiding principles of evidence based “implementation science.” Very quickly we found these audits served useful in several ways. The process is providing our management team the ability to; gauge staff responsivity to EBP, provide our team with expectations of practice moving forward and promote useful discussion and opportunities for “coaching.” Moving further into evidence-based implementation, our latest goal is to create a Management/Peer case review screening team. This screening team would review cases from Agents recommending commitments to prison and/or significant local jail terms. The goal for this review process would be to offer peer and management coaching and support, along with providing accountability to evidence based interventions being used before incarceration is recommended.

Lastly, our management team is dedicated to the continuous education of a being an evidence based correctional department. We are dedicated to providing a balanced continuum of field supervision along with focusing on using evidence-based case management tools to change behaviors that lead to reoffending and community safety. We will remain steadfast in our education within our Steele County Community Corrections Advisory Board and Criminal Justice Committee, where we can educate community members and stakeholders of our progress of being an evolving evidence-based department.

Introduction

Geography/History

Steele County, Minnesota, was officially organized February 20, 1855 and originally included what is now known as Waseca County. Re-organization in 1856 established the boundaries we recognize today. The new county was named in honor of Franklin Steele, a St. Anthony governmental contractor and a man of prominence. Steele County is located in the south-eastern part of Minnesota, has 432 square miles, and is 24 miles long and 18 miles wide.

The first county building, built in 1874 at a cost of \$5,000, was a one-story brick building which has since been demolished. The historic Steele County Courthouse was built in 1891 for \$50,000. It has been remodeled several times and is used solely by the courts. Two courtrooms and one hearing room are available, as well as meeting rooms and office space.



In 1860 Steele County had a population of 2,863 as compared to 21,155 in 1950 and 36,576 as of the 2010 census.

Steele County has numerous streams, natural springs, brooks and lakes. The largest of the streams is the Straight River and the largest lake is Rice Lake. Nine mineral springs are located in Owatonna, in an area known as Mineral Springs Park. These springs have been analyzed and show the definite qualities of celebrated springs of this country and France.

Demographics

<i>Population</i>	Steele County	Minnesota
2018 Population	36,803	5,611,179
Population per square mile	85.1	66.6
Land area in square miles	429.65	79,626.74
Under age 5, percent, 2018	6.2%	6.3%
Under age 18, percent, 2018	24.9%	23.2%
Over age 65, percent, 2018	17.6%	15.9%
Female, percent 2015	50.2%	50.2%
Veterans, (number), 2013-2017	2,512	319,438

<i>Race, 2018</i>		
White	93.5%	84.1%
Black	3.4%	6.8%
Native American	0.5%	1.4%
Asian	1.1%	5.1%
Two or More Races	1.4%	2.5%

<i>Housing</i>		
Housing Units, 2018	15,689	2,456,064
Homeownership rate, 2013-2017	76.5%	71.6%
Median Home Value of owner-occupied housing units	\$154,300	\$199,700

<i>Income & Poverty</i>		
Per Capita money income in past 12 months	\$29,930	\$34,712
Median Household income, 2013-2017	\$58,882	\$65,699
Persons below poverty	9.3%	9.6%

Crime Rate and Change

“Part I” offenses include murder, rape, aggravated assault, robbery, burglary, larceny, motor vehicle theft and arson. “Part II” offenses include simple assault, curfew offenses and loitering, embezzlement, forgery and counterfeiting, disorderly conduct, driving under the influence, drug offenses, fraud, gambling, liquor offenses, offenses against the family, prostitution, public drunkenness, runaways, sex offenses, stolen property, vandalism, vagrancy, and weapons offenses.

Area	Total Arrests Per Agency	Part I Crimes	Part II Crimes	Total Adult
Statewide Total	150,026	32,495	117,531	148,534
Judicial District 3	13,475	2,368	8,946	12,927
Steele County	685	219	466	574

Source: 2014 Bureau of Criminal Apprehension Uniform Crime Report, Table 16.

Steele County Baseline Recidivism Rates

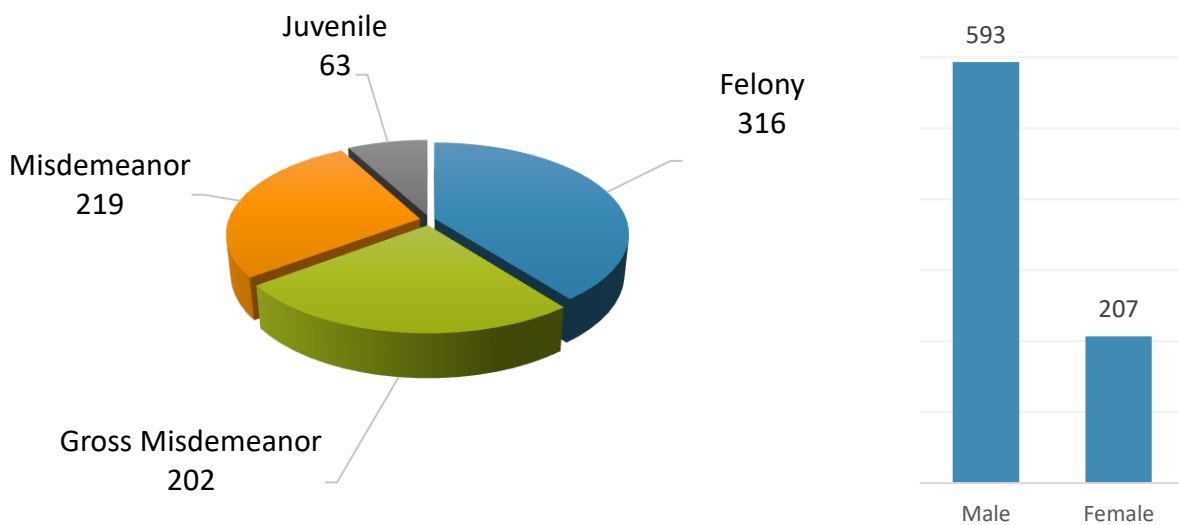
Steele County Adult Felony Offenders Closed in 2014							
1 Year Felony Recidivism Rates				3 Year Felony Recidivism Rates			
Case Type		Frequency	Percent	Case Type		Frequency	Percent
Probation	No	69	97.2%	Probation	No	63	88.7%
	Yes	2	2.8%		Yes	8	11.3%
	Total	71	100.0%		Total	71	100.0%
Supervised Release	No	60	84.5%	Supervised Release	No	52	73.2%
	Yes	11	15.5%		Yes	19	26.8%
	Total	71	100.0%		Total	71	100.0%

Source: Minnesota Statewide Probation and Supervised Release Outcomes, Annual Report 2018.

Probation Survey Reports

The following graph represents 2018 Probation Survey Reports data and only displays offenders on active probation supervision and is not inclusive of duties by agents regarding supervised release, pre-sentence, pre-trial, diversion or monitoring cases.

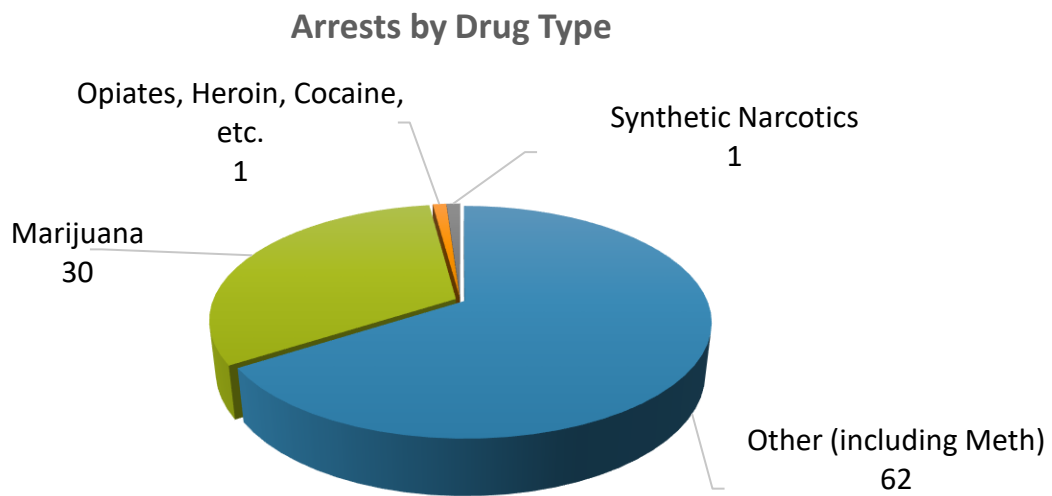
Steele County Offense Classifications – 800 Total



Source: MN 2018 Probation Survey “County Data” Appendix B

Steele County 2018 Drug Abuse Arrests by Agency – 94 Total

Source: 2018 Bureau of Criminal Apprehension Uniform Crime Report

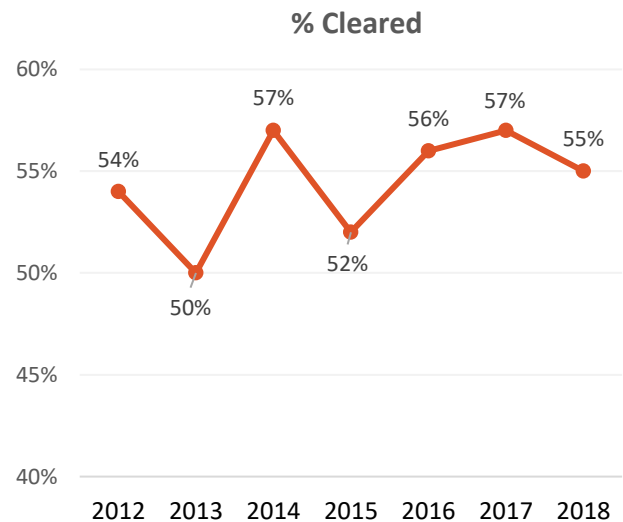
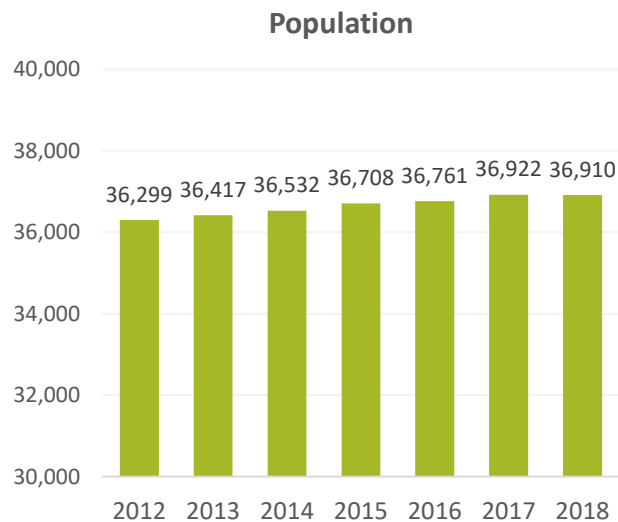
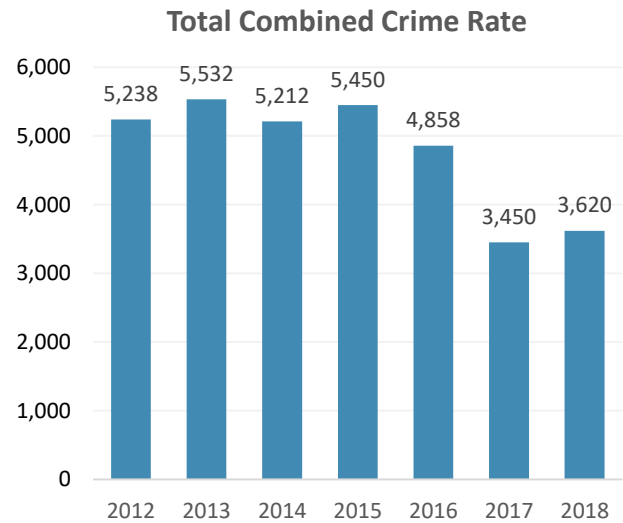
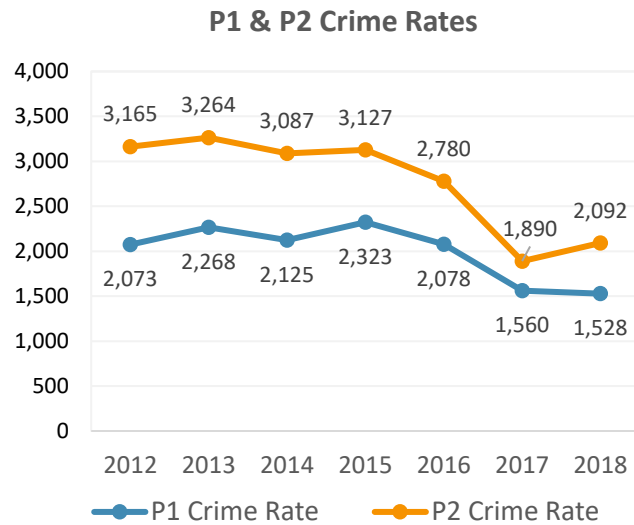


Crime Rate per 100,000 Inhabitants and percentage cleared

CLEARANCE RATE - The clearances reported for the year divided by the offenses reported for the year.

Year	Population	P1 Crime Rate	P2 Crime Rate	Combined	% Cleared
2012	36,299	2,073	3,165	5,238	54%
2013	36,417	2,268	3,264	5,532	50%
2014	36,532	2,125	3,087	5,212	57%
2015	36,708	2,323	3,127	5,450	52%
2016	36,761	2,078	2,780	4,858	56%
2017	36,992	1,560	1,890	3,450	57%
2018	36,910	1,528	2,092	3,620	55%

Source: 2012-2018 Bureau of Criminal Apprehension Uniform Crime Report

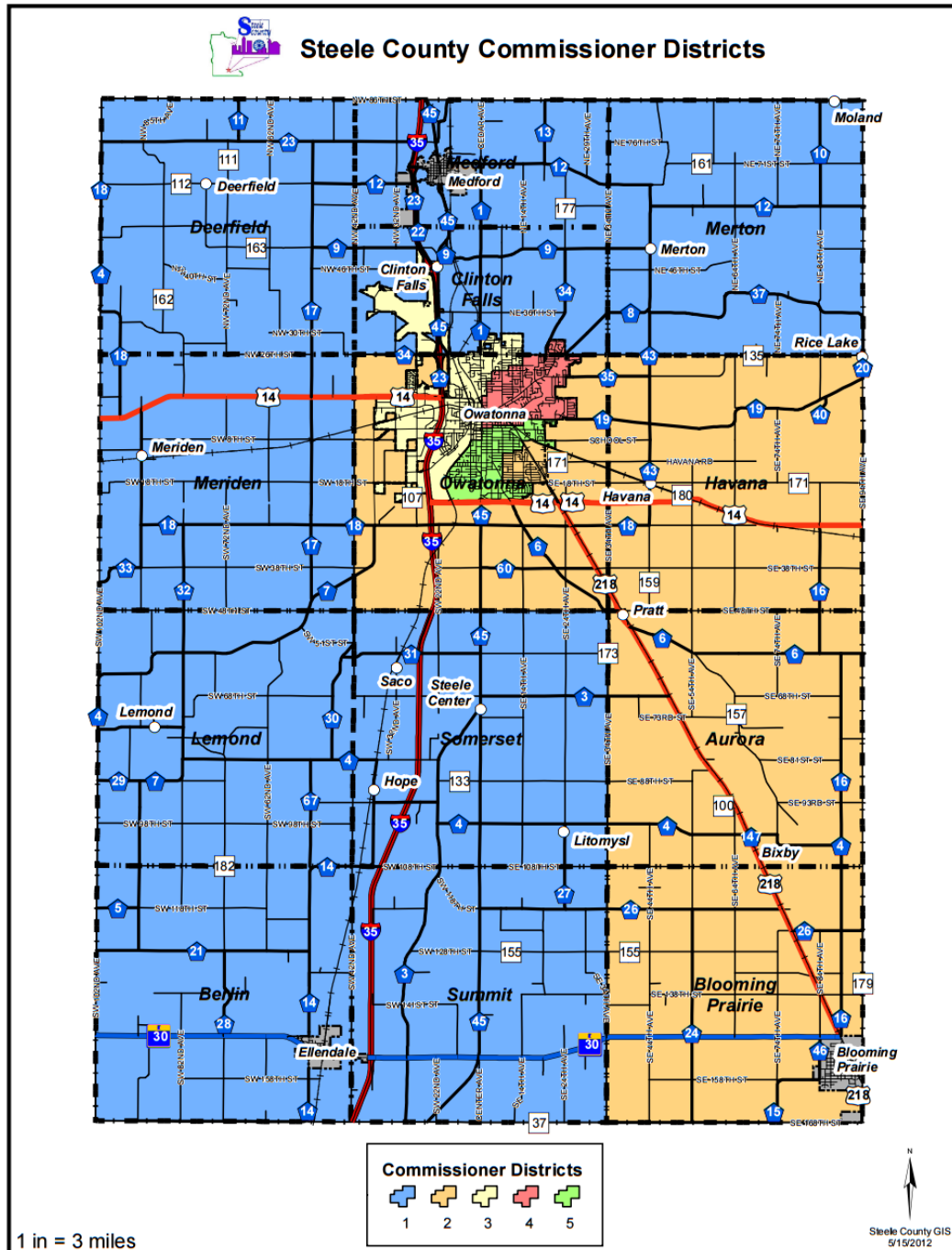


Political System

2019 Steele County Board of Commissioners



<i>District</i>	<i>Name</i>	<i>Email</i>	<i>Phone</i>	<i>Term Expires</i>
District 1	James Brady	James.Brady@co.steele.mn.us	507-202-0804	January 2023
District 2	John Glynn	John.Glynn@co.steele.mn.us	507-475-0473	January 2023
District 3	Rick Gnemi	Rick.Gnemi@co.steele.mn.us	507-444-7427	January 2021
District 4	Jim Abbe	Jim.Abbe@co.steele.mn.us	507-444-7478	January 2021
District 5	Greg Krueger	Greg.Krueger@co.steele.mn.us	507-413-0692	January 2021



The Steele County Board of Commissioners normally meet in the evenings on the 2nd and 4th Tuesdays of the month, with the exception of the first meeting in January, which is set by statute on the first Tuesday after the first Monday of the month. The meetings are held in the County Boardroom located at 630 Florence Avenue, Owatonna, MN.

The County Board Operates on a Committee system, with five committees in which two Commissioners are members.

The county board's role relative to Community Corrections is:

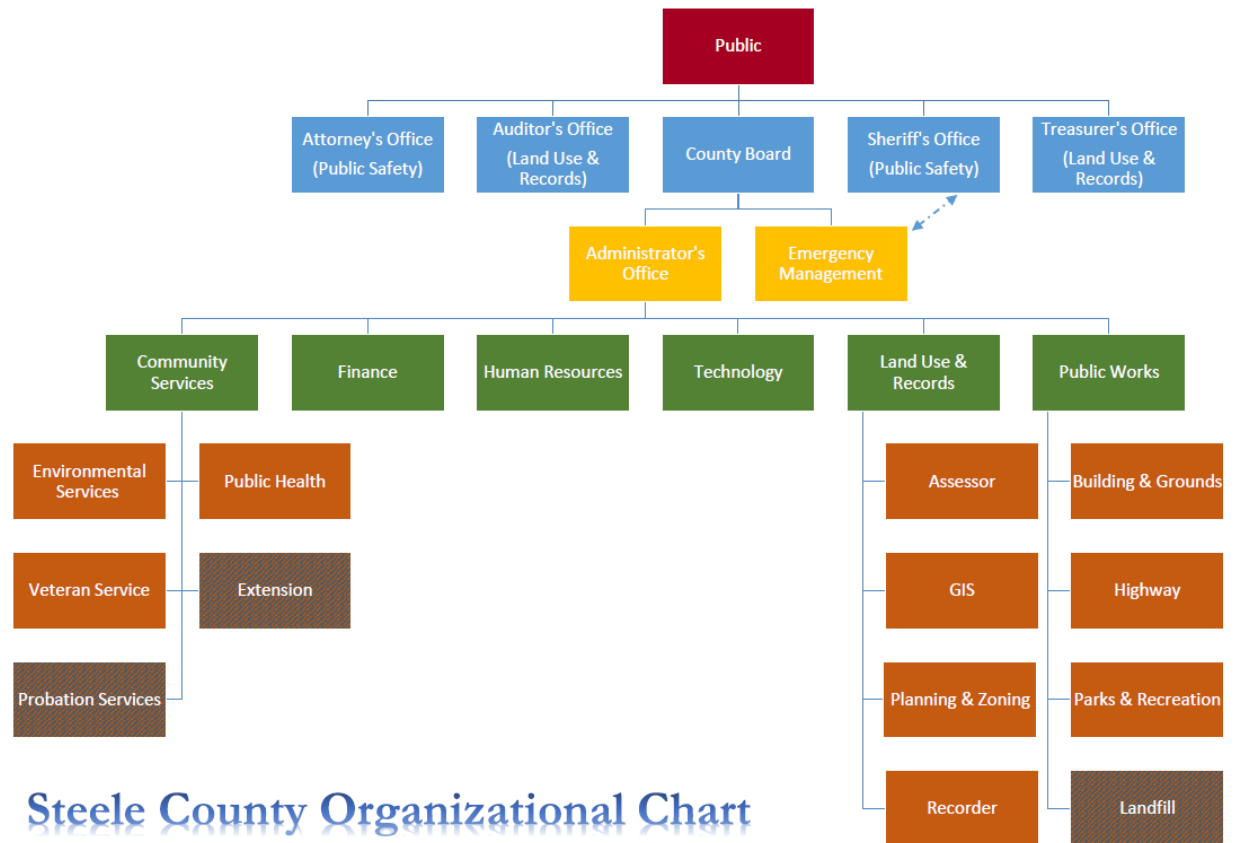
1. To identify, support, review, modify and sustain effective evidence based correctional services and programs.
2. Establish the annual budget for the Community Corrections Department.
3. Approve and authorize the implementation of the annual comprehensive plan.
4. Ensure compliance with the provision of the Community Corrections Act.
5. Establish all matters of policy in relation to correctional services under its authority.

Steele County Government:

The County Administrator is the administrative head of Steele County and is responsible for the overall management of county operations and for carrying out all decisions, policies, ordinances, and resolutions of the Board of Commissioners. The administrator reports directly to the board and acts as a liaison between the board and its 7 divisions. The administrator serves on a wide variety of county-related boards and committees to enhance the organization in general and serve the best interests of the county. The County Administrator's leadership includes management of current operations as well as planning for the future. The Administrator also serves as the Public Information Director for the County.

Significant elements of the County Administrator's position are to:

- Develop and advance vital policy, program, and project initiatives at the local, regional, state, and federal levels
- Ensure the implementation of the mission of Steele County, to effectively provide services for the health, safety, and general welfare of the public
- Plan, monitor, and oversee County operations
- Assist in the preparation of the annual budget
- Supervise appointed Division Directors and perform general administrative duties
- Forge positive and beneficial relationships between and among the public, private, and nonprofit sectors as well as the greater citizenry of the county
- Foster the development of a professional and productive organizational culture to ensure the delivery of quality public services for the citizens of Steele County
- Preserve the sustainability of a responsive, adaptable, and customer-oriented public service system
- Promote the public trust through responsible fiscal management, open and consistent communication, and a realistic long-term vision
- Protect the ongoing viability of taxpayer dollars and promote the larger economic vitality of the county as a whole



Steele County Organizational Chart

February 11, 2016

Divisions and Departments

Judiciary Chambers

Judge Joseph A. Bueltel
Third Judicial District Judicial Officer



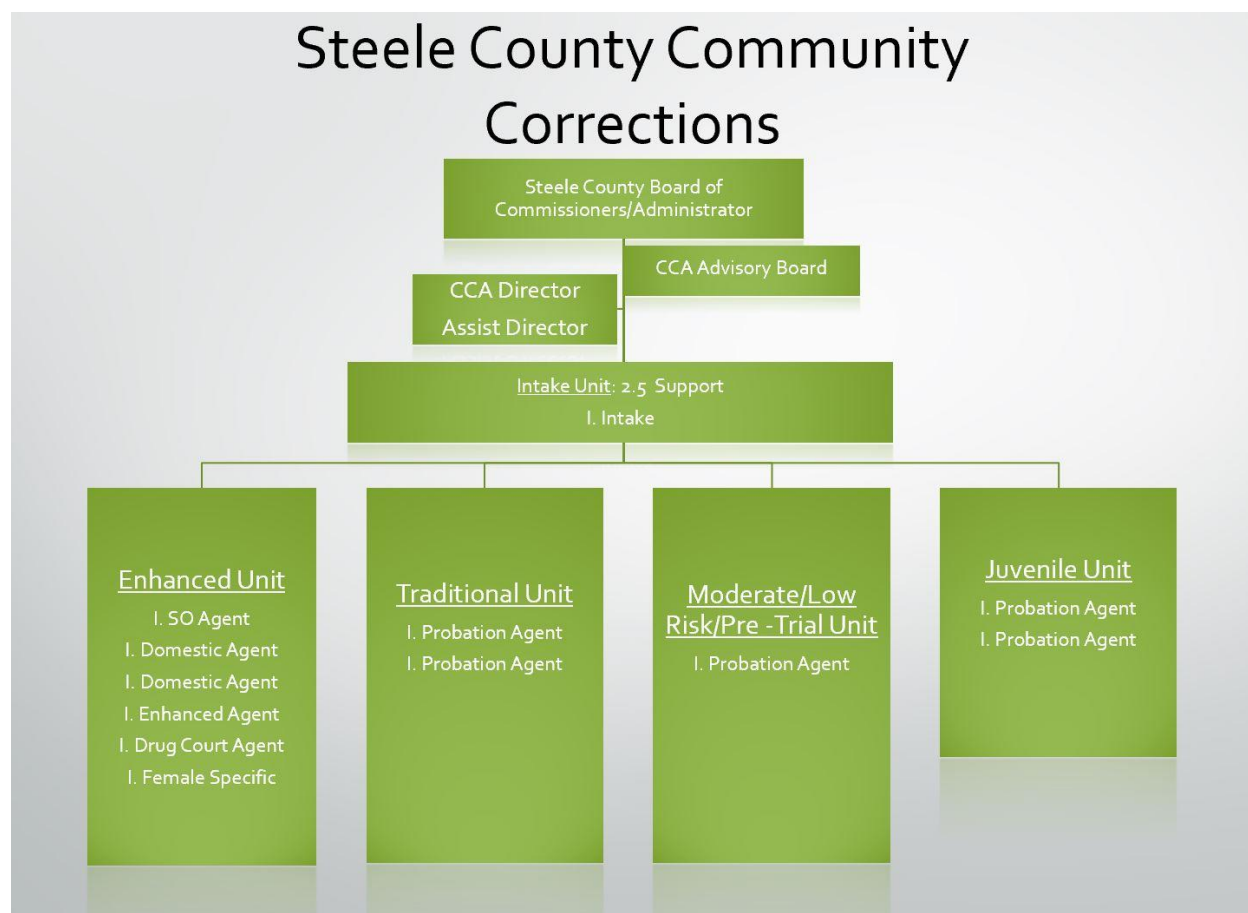
Judge Karen R. Duncan
Third Judicial District Judicial Officer



Steele County Community Corrections Advisory Board Members

- | | |
|--------------------|--|
| 1. John Glynn | Steele County Board of Commissioners |
| 2. Joseph Bueltel | Assistant Chief Judge - Third Judicial District |
| 3. Tim Schammel | Steele County Community Corrections Director |
| 4. Steve Rick | Steele County Community Corrections Assistant Director |
| 5. Christy Hormann | Steele County Chief Deputy County Attorney |
| 6. Lon Thiele | Steele County Sheriff |
| 7. Keith Hiller | Owatonna Police Chief |
| 8. Jane Hardwick | MN Prairie Executive Director |
| 9. Amy Caron | Steele County Community Services Director |
| 10. Jill Barickman | MN Department of Corrections |
| 11. Jolayne Mohs | Education |
| 12. Shelly Flores | Ethnic Minority Member/Education |
| 13. Rob Stewart | Citizen Member |

Organizational Structure



Organization and Description of Services

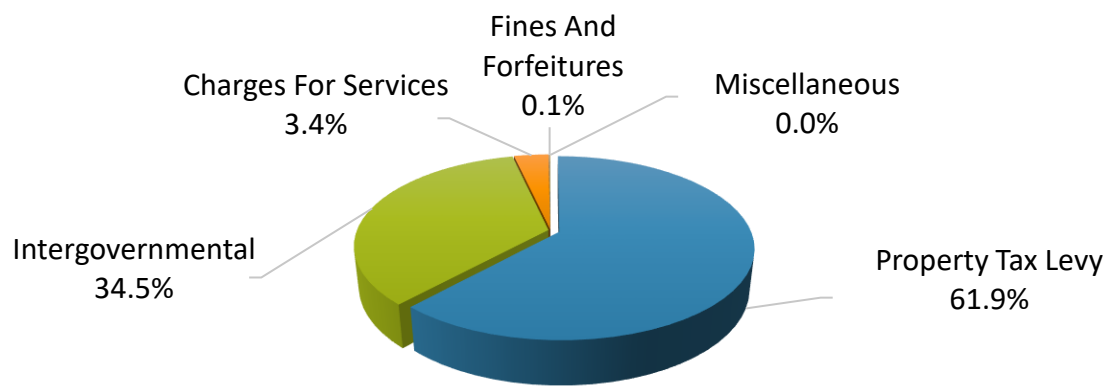
County Administration is responsible for the overall management of Steele County Community Corrections. Community Corrections is within the Community Services Division and under direction of the Community Services Director. The department provides a variety of services to the Steele County Court. These services include investigative, program and probation supervisory services for adult and juvenile offenders.

Corrections management staff provide oversight, and direct and monitor all aspects of the department. Management is also responsible for administering the comprehensive plan under the direction of the advisory board. Corrections management also acts as liaison to other agencies; management directs offender supervision, programming, personnel functions, planning, research, budget preparation and financial reporting.

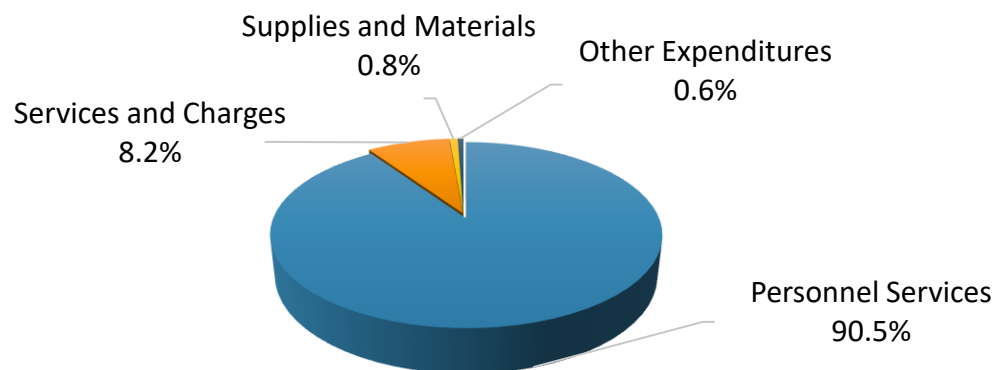
The Intake Unit provides receptionist duties, collects offender fees, processes departmental invoices, maintains records in CSTS, assists in the preparation of financial and data reports, provides inventory management, provides support services for all department staff, assists with PSI's, risk assessments and facilitates file movement to appropriate units.

Department Budget

2020 Revenues	Amount	%
Property Tax Levy	\$ 1,113,308	62.0%
CCA Subsidy/Ream Grant	621,579	34.5%
Charges for Services	61,775	3.4%
Fines and Forfeitures	2,000	0.1%
Miscellaneous	500	0.0%
Total Revenues	\$ 1,799,162	100.0%



2020 Expenditures	Amount	%
Personnel Services	\$ 1,627,850	90.5%
Services and Charges	146,812	8.2%
Supplies and Materials	14,500	0.8%
Other Expenditures	10,000	0.5%
Total Expenditures	\$ 1,799,162	100.0%



MINNESOTA DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS ACT
COMPREHENSIVE PLAN BUDGET
(nearest dollar)

County/Group: Steele County

Budget Year: 2020

Consolidated Budget

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				1,627,850
Service & Contractual				131,812
Travel				1,000
Training				14,000
Supplies & Materials				14,500
Capital Outlays				0
*Other Services (specify below)				10,000
Direct Budgeted Expenses	612,579	1,113,308	73,275	1,799,162
Use of State Institutions	0	0	0	0
Total Budgeted Expenses	612,579	1,113,308	73,275	1,799,162

Staff Training Budget (minimum requirement = 2% of Subsidy) 12,252

Minimum County/Group Level of Spending Current Year: 455,622

Percent of County budget 41%

Full Time Equivalent by Program Area

<i>Program Area</i>	<i>Description</i>	<i>FTE's</i>
Supervisory	Director and Assistant Director employed as the Department Head and Supervisor to oversee the correctional operations in Steele County and serve as the liaison with the CCA Advisory Board, Steele County Board of Commissioners and stakeholders.	2.00
Administrative	Administrative Assistants and a Probation Program Assistant provide services and operational procedures of intake and office management of files and Agent/client communications.	2.50
Specialty Court Agent	Corrections Agent to provide full-time services to the Steele County Drug Court.	1.00
Adult Probation Services	Corrections Agents to supervise adult offenders sentenced to probation in Steele County and supervised release offenders accepted to supervision in Steele County.	8.00
Juvenile Probation Services	Corrections Agents that supervise and provide services to juveniles sentenced to probation and diversion in Steele County.	2.00
Intake Services	Corrections Agent that assists with PSI's, risk assessments, inter/intra state transfers and file facilitation per structure.	1.00

Salary Roster

<i>Position Title</i>	<i>Full-Time Salary Range</i>	<i>FTE Count</i>
Director	\$79,872 - \$111,842	1.00
Assistant Director	\$70,034 – \$98,051	1.00
Probation Officer III	\$65,478 – \$91,707	3.00
Probation Officer II	\$61,714 – \$86,341	6.00
Probation Officer I	\$58,677 – \$82,160	3.00
Probation Program Assistant	\$47,320 – \$66,227	0.50
Administrative Assistant	\$43,493 – \$60,944	2.00

Staff Training

Steele County Community Corrections is dedicated in keeping our staff educated and trained in correctional best practice. To reinforce this philosophy, the Department's pay system recognizes years of services, meeting training requirements and program innovation, leadership/mentoring and development. We attempt to maximize limited training resources by facilitating in-house training when it is possible and collaborating with outside agencies in training of evidence-based practices (EBP).

Core Staff Training Goals

Department-Evidence Based Practices

Evidence Based Practices (EBPs) are utilized by the department daily. EBPs focus on reducing offender risk and addressing offender needs, which in turn reduces new crime and improves public safety. Of the many available approaches to community supervision, a few core principles stand out as proven risk reduction strategies. Though not all the principles are supported by the same weight of evidence, each has been proven to influence positive behavior change.

Motivational Interviewing (MI)

Probation Agents use motivational interviewing techniques to facilitate and engage intrinsic motivation within the offender to change behavior. MI is a goal-oriented, client-centered counseling style for eliciting behavior change by helping offenders to explore and resolve ambivalence. All probation agents are trained in MI and will receive ongoing MI booster trainings.

Risk/Needs Assessment

The Level of Service Inventory Revised pre-screen (LSI-R:SV) and the Level of Service/Case Management Inventory (LS/CMI) are risk/needs assessment tools which assesses recidivism risk factors including criminal history, education/employment, relationships, substance abuse and criminal attitudes.

A LSI-R:SV (pre-screen), and a LS/CMI with a pre-screen score of three or more, is initially completed by Intake or Probation Agents to help identify, risk, offender programming needs, sentencing recommendations, and supervision assignment. High risk offenders receive individual case management while medium/low risk offenders, scoring 12-19, are assigned to “Moderate/Low Risk Unit”. Offenders scoring (20-27 males / 20-23 females), are assigned to the “Traditional Unit” and offenders with risk scores (28+ males / 24+ females) will be assigned to the “Enhanced Unit.” The LS/CMI assists supervising probation agents with case planning goals and supervision strategies. Reassessments are initially required 1 year after sentencing and/or prior to any change in supervision level. Additionally, quality assurance for all LS/CMI’s is completed by supervisors prior to the assessment being posted on the statewide system.

The Women’s Risk Needs Assessment (WRNA) was developed by the National Institute of Corrections (NIC) and University of Cincinnati. The WRNA was created to assess a women’s risk/needs as well as strengths. The Minnesota Female Offender Task force has identified the WRNA as the optimal assessment for female offenders. There are 15 risk domains and 4 strengths domains scored. The results are utilized in the gender specific caseload to develop case plans to address risk and needs.

The Youth Level of Service/Case Management Inventory (YLS/CMI pre-screen and YLS/CMI 2.0) are validated risk/needs assessment tools that assess risk and need factors for youth, including legal history, family circumstances, education/employment, peer relationships, substance abuse, leisure/recreation, personality/behavior, and attitudes/orientation. A YLS/CMI pre-screen, and YLS/CMI 2.0 with a pre-screen score of three or more, is completed on all delinquent youth ordered to complete a pre-disposition report and/or placed on probation to our department. The YLS/CMI is used in the pre-disposition phase to determine a youth’s risk to re-offend and assist with programming and disposition recommendations to the Court. It is used post-disposition to assign an appropriate level of supervision and assist the supervising probation agent with case planning. Reassessments are initially required six months from disposition, annually thereafter or more often if there is a significant change in circumstances. All YLS/CMI 2.0 assessments and reassessments are reviewed and posted by a supervisor designated to provide quality assurance.

Case Plans

Case plans are written, time and goal driven, dynamic in nature, and focus on addressing the criminogenic needs of the offender. The tool guides the offender and the probation agent toward targeted activities and outcomes. Case plans are completed with juvenile and adult offenders who score High or above (20+) on the risk/needs assessment. Case plans are reviewed with the offender at least monthly.

Carey Guides

Research demonstrates that traditional methods of supervision are ineffective in reducing recidivism among adult and juvenile offenders. For behavior change and recidivism reduction to be possible, offenders must understand the personal and environmental factors contributing to their offending behavior and be taught the skills they need to make positive changes in the future.

The Carey Group is a national consulting firm that provides training and technical assistance for justice and correctional professionals and community groups. The Carey Group developed 33 practical, easy-to-use handbooks to help corrections professionals deliver EBP to offenders with whom they are working. Twelve Guides address criminogenic needs and focus on case management issues.

All probation agents are trained in the effective use of Carey Guides and utilize them with high risk offenders as part of the case planning process.

Cognitive Restructuring

Thinking for a Change

Thinking for a Change is a cognitive-behavioral program, governed by a simple, straightforward principle: thinking (internal behavior) controls actions (external behavior). Therefore, it is necessary to target offenders' thinking to change their actions that lead to criminal conduct. Thinking for a Change is appropriate for a wide range of offenders. Some offenders engage in criminal conduct because they are under socialized, lacking a repertoire of pro-socially acceptable responses to their daily lives. This often takes the form of aggressive acts but can also be manifested in withdrawn behaviors, or other anti-social behaviors such as those associated with drug and alcohol abuse. Other offenders engage in planned and deliberate criminal acts supported by strong antisocial attitudes and beliefs. Their way of thinking supports and justifies the serious offenses they commit. Behavior change cannot take place for these individuals until they become aware of their thinking and see a reason to change. When deciphering which offenders are appropriate for cognitive restructuring courses Steele County Agents will refer based on; offenders scoring high risk in the Anti-social attitudes and Anti-social pattern domains on the LS/CMI, criminal history and history of noncompliance as criteria for admittance to Thinking for a Change programming.

Moving On – Female Specific Cognitive Restructuring

This gender-specific program addresses many risk factors that can lead to a woman's criminal behavior. It provides women with alternatives to criminal activity by helping them identify and mobilize personal and community resources.

- Is a flexible, open-ended intervention program
- Draws on the evidence-based treatment models of relational theory and cognitive-behavioral therapy

- Can be administered to groups or individuals in community corrections as well as institutional settings

Program content is organized around four main themes:

1. Encouraging personal responsibility and enhancing motivation for change
2. Expanding connections and building healthy relationships
3. Skill enhancement, development, and maintenance
4. Relaxation and stress management skills

Driving with Care

Driving with Care is an effective, evidence-based, DWI/DUI Education program that meets the cognitive skills educational requirements often ordered by the legal system. The goals of the program are to develop skills to:

- Prevent recidivism of a DWI/DUI
- Prevent relapse of a harmful pattern of substance use
- Develop responsible living and positive change
- Understand DWI/DUI laws
- Maintain a commitment to self and society to never drink and drive

This program was created as the direct result of the Steele/Waseca's Drug Court program adding a DWI track to their specialty court program in 2018. Steele County Community Corrections is currently in a partnership with Waseca County in the implementation and facilitation of this program.

Community of Practice (CoP)/Coaching Circles

Community of Practice, or CoP, is an informal, peer-facilitated forum that convenes monthly to continue learning and practicing skills that were acquired during previous training and follow-up coaching sessions involving Carey Guides, Case Planning and Motivational Interviewing. Activities for a CoP might include debriefing recent or difficult interactions, brainstorming motivational interviewing responses for challenging situations, real-play/role-play, listening and providing feedback to recordings, and various skill practice exercises.

Juvenile Probation

Juvenile Unit

At the Pre-disposition stage, the juvenile unit monitors juveniles with court ordered, pretrial release conditions; completes court ordered reports to assist the court in making informed, evidence-based decisions; and provides information and coverage for detention hearings as needed.

Post-disposition, the unit supervises juveniles placed on probation or parole for offenses ranging from petty-misdemeanor to felony. The youth assigned to the juvenile unit can range in age from ten to twenty-one, if they have been designated extended jurisdiction juvenile (EJJ). The unit utilizes the Youth Level of Service/Case Management Inventory (YLS/CMI) risk/needs assessment for all delinquents to determine their level of supervision and assist in case planning. Delinquents are assigned to a probation agent and will remain with that agent throughout the duration of their supervision. Probation agents work collaboratively with the juvenile, their family, school staff, Health and Human Services and service providers to provide support and accountability in an effort to improve outcomes for the youth and their family.

A mental health screening is completed pursuant to Minnesota Statute and is a brief questionnaire to detect potential mental health problems. The unit utilizes the (POSIT) Problem-Oriented Screen Instrument for Teenagers - used to determine mental health concerns of adolescents. This tool assists probation agents in assessing whether a youth could benefit from a referral to a mental health professional, and whether a mental health professional trained in trauma focused-cognitive behavioral therapy is warranted. Research shows that early identification and intervention improves the quality of life for children and their families with reduced cost of services.

The juvenile unit utilizes a variety of community-based resources to address the juvenile's risk and needs while under supervision. These resources include, but are not limited to; community work service, anger management programming, cognitive restructuring, independent living, theft prevention, drug/alcohol education, impact panels, social skills, and various chemical dependency and mental health services.

When community-based services are not appropriate, or do not meet the juvenile's needs, an out-of-home placement may be considered. Out-of-home placement options vary in length and range from non-secure foster care to a secure juvenile correctional facility.

Steele County Community Corrections, in collaboration with the Steele County Attorney's Office, is in the process of forming a committee of invested criminal justice stakeholders to create a specialized program targeting high risk/high risk delinquents. The goals of the program include; providing extra support and services than what is normally offered in the Juvenile Court system, focus on criminogenic risk/need areas and the individual mental and physical health needs in an effort to reduce recidivism, provide increased accountability and support to the juvenile and their families.

Diversion

Steele County Community Corrections works collaboratively with the County Attorney's Office who typically refers first time, low-level offenses for pre-charge diversion. Successful completion of the diversion program allows the juvenile to avoid prosecution, the formal court process, and a legal record. Diverting low risk juveniles from the formal court process can improve outcomes and reduce costs while holding youth accountable. The requirements of diversion may include: an education program, restitution, community work service, apology letter, evaluation(s) and/or counseling. The juvenile is assessed a fee for their participation in the program. All fees collected through this program are credited to the department's juvenile restitution account and distributed through the Restitution Reimbursement Program.

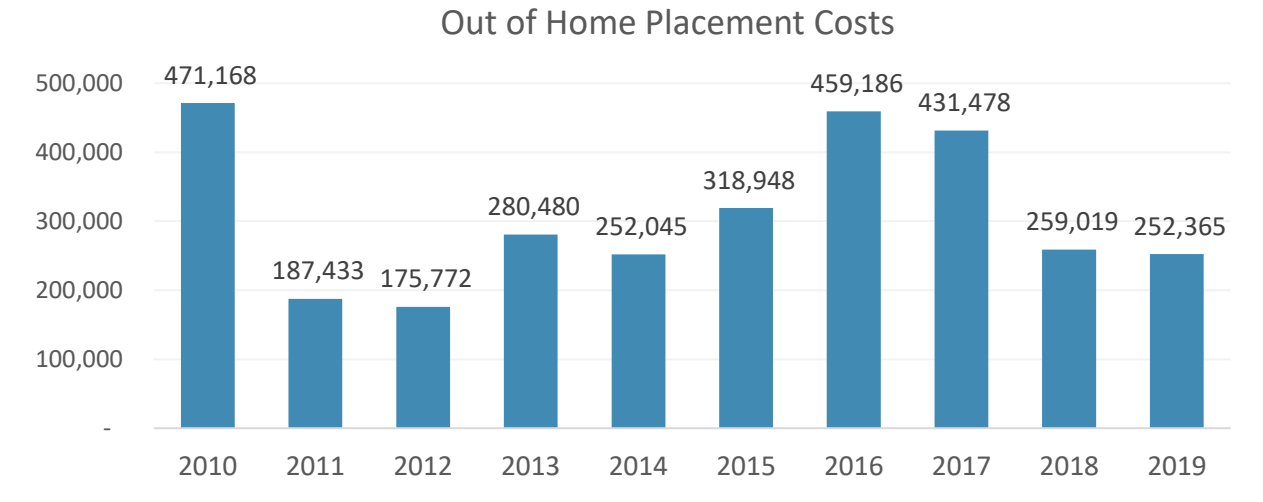
Steele County Truancy Court Program

Building upon the lessons learned from local, state, and national specialty court programs, the Steele County Truancy Court (SCTC) serves students ages 12-16 to address the underlying causes of truancy. The SCTC reinforce the need for and value of education through efforts from the schools, courts, local government agencies, mental health and CD counselors, families, and the community. The SCTC will provide both sanctions and incentives to students with the goal of improving the students' school attendance and as a result, increasing academic achievement and reducing the child's risk of involvement in the juvenile or adult criminal justice system. The SCTC will use a ten week (minimum), three-phase process to address habitual truancy. The phases will reinforce not only the legal obligation to attend school, but also the long-term value of education. A case plan will be developed for each student and any appropriate referrals for assessments or counseling will be made. Parents/guardians will also be expected to participate in the SCTC to build families' ability to reinforce the importance of education.

Local Juvenile Programming

- Associates in Psychiatry/Psychology
- Fernbrook Family Center
- South Central Human Relations Center
- Fountain Centers
- Big Brothers / Big Sisters
- Court Solutions Online
- Mill Street House
- Crisis Resource Center
- Truancy Court
- CORE Professional Services

Juvenile Out of Home Placement Costs



Adult Probation

Resources provided to offenders by the differentiating units may include but are not limited to: community work service/adult work crew, mental health services, alcohol/drug education, chemical dependency treatment, sex offender treatment, parenting classes, individual counseling, anger management programming, domestic abuse programming, driver improvement classes, impact/awareness panels, and/or cognitive restructuring programming.

Intake Unit

The Intake Unit is responsible for Pre-Sentencing Investigations, risk assessments, intra/inter-state transfer investigations, monitoring of court-ordered pre-trial conditions, hooking up SCRAM monitoring equipment, completing court-ordered and supplemental assessments/reports, and completing probation intakes after sentencing. During the probation intake process, probation expectations are reviewed, the offender's supervision level is assigned, offenders are transferred to appropriate supervision units and resources are provided to the offender based on their risk/need and court-ordered conditions.

Enhanced Unit

The Enhanced Unit is comprised agents that specialize in Domestic, Gender Specific, Very High/High Risk and Sex Offender Supervision. These caseloads are designed to have smaller caseloads of offenders to allow for increased supervision and focus on criminogenic needs and case plans. These caseloads are designed to supervise offenders with a high LS/CMI scores (28+ males or 24+ females), crimes of violence, sexual assault and a history of supervision failures. The goal of these caseloads is to keep offenders in the community by focusing on offenders' needs and hold them accountable to provide public safety to the community.

Sex Offender Supervision

Adult offenders who are sentenced for a sex-related offense are assigned to a Sex Offender Specific caseload. Sex offenders are considered high risk until they complete the primary portion of sex offender treatment. Supervision consists of face to face contact, case management, use of supplemental assessments, DRA's, attendance at weekly sex offender groups, case planning, polygraphs and Carey Guides.

Domestic Violence Supervision

These Probation Agents work exclusively with offenders who have committed an act of domestic abuse pursuant to Minnesota Statute 518B.01, Subd. 2. Domestic abuse is committed against a family or household member, by a family or household member. The Domestic Abuse Agents administer the LS/CMI, the Ontario Domestic Assault Risk Assessment (ODARA), and the Domestic Violence Inventory (DVI), along with local domestic abuse professional reports to aid in placing offenders into the appropriate risk area of supervision. The focus of the Probation

Agent is to increase victim and public safety, hold offenders accountable, and promote change in offender behavior through appropriate levels of supervision.

Steele County Domestic Violence Coordinated Community Response Team

Our Domestic Violence Coordinated Community Response Team (DVCCRT) meets on a regular basis to talk about critical issues and aspects of how we deal with domestic violence as a community. It is our goal to continuously improve and evaluate our response and how we can come together as a community to better respond and limit these offenses.

Members of the (DVCCRT) are comprised from the following stakeholders; Steele County Community Corrections, Steele County Attorney's Office, Public Defender's Office, Judges, Private Attorney, Blooming Prairie City Attorney, Blooming Prairie Police Department, MnPrairie, Steele County Detention Center, Rice/Steele 911 Center, Owatonna Police Department, Steele County Sheriff's Department, Crisis Resource Center, South Central Human Relations Center, Owatonna Public School Social Workers, Transitional Housing, Citizen, Public Health, Fernbrook and Court Administration

The mission of the Steele County Domestic Violence Coordinated Community Response Team is to establish and maintain a coordinated, county-wide response to domestic violence that emphasizes offender accountability and rehabilitation, as well as the safety of the victim and the public. The DVCCRT will further this mission through enforcement, education, collaboration, and innovation to end the cycle of violence and the exposure of children to domestic violence in our community, which can create healthy, violence free family units.

Since its inception, the team has participated in several large group meetings for education purposes and mapping the Steele County System's approach to domestic violence. Team members have also participated in several small group meetings to create a policy packet for our response to domestic violence in our community.

Gender Specific

Steele County Community Corrections has designed an enhanced/high-risk "female specific" caseload supervised in the Enhanced Unit. Currently the department has one probation agent assigned to the female specific caseload. The gender specific agent uses Evidence Based Practices to enhance motivation and to assist in client change. The probation agent completes the Women's Risk/Need Assessment (WRNA) after a client has been placed on the caseload. This assessment was designed to identify women specific criminogenic needs along with strengths. In addition to general case management, this probation agent along with three other probation agents facilitate "Moving On," a female specific cognitive restructuring program. Steele County Community Corrections will strive to continually examine gender specific data, programing and training to help meet future community and supervision needs for Steele County.

Traditional Unit

Traditional supervision includes offenders who have been placed on probation and/or who have been released from prison. Typically, offenders in this unit have been assessed as high risk (20-27), per the LS/CMI risk assessment tool. Probation agents supervise offenders based on risk and criminogenic need. These contacts may occur at the Community Corrections Department, the offender's home, employment or in the community and may take place during non-traditional hours including nights, weekends and holidays. Agents employ evidence-based strategies to promote positive behavior change by establishing professional rapport, utilizing motivational interviewing (MI) strategies and creating an individual offender case plan.

Moderate/Low Risk Unit

Offenders who have been assessed moderate-low risk (0-19) per the LS/CMI are required to have contact with their probation agent, quarterly or as needed. These contacts occur at Steele County Community corrections meeting facilities and these visits may take place during non-traditional hours including evenings. Probation agents verify residence, employment status, and address any barriers an offender may be having with completing their court ordered conditions. The goal with these offenders, after court conditions are completed, is to then transfer their supervision to monitoring/administrative supervision.

Steele Waseca Specialty Courts - SWDC Drug Court and DWI Track

Building upon a strong tradition of collaboration and joint cost-savings strategies, Steele County and Waseca County began the process of planning and implementing an Adult Drug Court that serves both counties' residents in July of 2013. The Steele Waseca Drug Court (SWDC) directly serves a largely rural area with a combined total of 853.01 square miles and a combined population of 55,598, based on the 2014 US census estimate. The multi-county program has operated since July 1, 2014, is an Adult Hybrid Drug Court program, serves post-adjudication cases and is administered by Third District Court Judges in Steele County and in Waseca County.

The Steering Committee adopted the Mission of the SWDC: The Steele Waseca Drug Court collaboratively reduces crime, increases public safety, lowers recidivism, rehabilitates offenders, and re-integrates them into the community with the means to become contributing members of society. This Mission is put into action through the commitments of the dedicated team members and steering committee, guided by an orientation of continuous education and improvement. As an example of this orientation, the SWDC sought and received technical assistance through American University in late 2015. The recommendations from this review were incorporated into a 2016 Enhancement Grant proposal (additional detail below). This grant was awarded beginning in October of 2016 and will be used to strengthen the SWDC's ability to promptly assess and treat participants' mental illness, ensure protection of due process rights by communicating with defense counsel, increasing access to NADCP training and continuing to conduct evaluations of the program. In January 2017, SWDC was awarded a Minnesota Department of Public Safety-Office of Justice Programs (DPS-OJP) Grant to establish a DWI-Track (described below).

Waseca County operates the program, employs the Drug Court Coordinator and DWI Track Probation Agent, and manages all budgetary items. SWDC follows the Waseca County policy for acceptance and approval of any grant or devise of real or personal property and maintains such property for the benefit of its citizens in accordance with the terms prescribed by the donor pursuant to Minn. Stat. §465.03. SWDC was the recipient of two three-year BJA Adult Drug Court Grants to include a 2014 Implementation Grant awarding \$346,604.76 (expires 9/30/17) and a 2016 Enhancement Grant awarding \$295,920.11 (expiring 9/30/20). The Implementation Grant funded a FTE Drug Court Coordinator, reimburse law enforcement for compliance checks, drug and alcohol testing supplies and laboratory fees to support 40 offenders, transportation, training, incentives, contracted Rule 25 assessments, chemical health treatment, mental health diagnostic evaluation and an independent evaluator for evaluation. These costs have been absorbed by the Minnesota State Judicial Branch allocated funds or continue as “in-kind.” The Enhancement Grant funds mental health services, defense counsel services, training and evaluation in years two and three. A one-year no cost extension has been awarded on that grant to continue to provide those services through September 30, 2020. The SWDC was the recipient of a one-year followed by a two-year DPS-OJP grant awarding \$99,917 year one (expired 12/31/2018) and \$186,372 total for years two and three (expires 12/31/2019) to establish the DWI-track and funds one FTE probation agent/case manager, testing costs, training and travel. This fund will now be a renewable grant moving into calendar year 2020. SWDC program receives Minnesota Judicial Branch allocated dollars of \$169,000 annually. The State allocated dollars fund a FTE Drug Court Coordinator, cell phone services, transportation costs, team training costs, drug testing costs, and office supplies. The Drug Court Coordinator performs the grant management and reporting. The Waseca County Court Service Director approves payments of all expenses.

As of June 12, 2019, the SWDC has served a total of 176 participants between the two Counties. Since its inception there has been 44 graduations and 81 terminations or withdrawals.

Steele Waseca Drug Court

SWDC recognizes the direct connection between substance abuse, co-occurring disorders, and crime and the importance of providing rapid entry into appropriate treatment for persons charged with crimes related to substance use or co-occurring disorders. The SWDC targets non-violent adult offenders residing in Steele or Waseca Counties with felony or gross misdemeanor level offenses that are high risk/high need on a Risk and Need Triage (RANT), deemed chemically dependent on a chemical use assessment and are willing to participate in the program. SWDC enhances participant strengths and seeks to use positive reinforcement to affect behavioral change. The SWDC differs from traditional probation by offering intensive, personalized, multidisciplinary supervision and providing a strength-based program to promote the participant’s ability to change behavior and choose a pro-social lifestyle. Prior to program completion, participants obtain safe-sober housing, employment, a valid driver license, high school diploma or GED, comply with child support, pay all fines, fees and restitution, complete a cognitive behavioral program, complete chemical health treatment and finally become a member of the *Recovery* community.

The SWDC accepts up to 60 participants across all phases at any one time for supervision. The program is a minimum of 18 months and is progress based with an average participation of 24

months. The SWDC Team consists of the following: Judges, SWDC Coordinator, SWDC Probation agents, law enforcement representatives, prosecutors, defense counsel, Rule 25 Evaluators, treatment representatives, and mental health representatives. The SWDC will forge partnerships with various other community partners to comprehensively provide participants with the means to successfully re-enter the community by fostering pro-social relationships and lifestyles in its participants.

SWDC - DWI Track

The DWI track is a parallel part of the SWDC. The hallmarks of the DWI-track will be intensive, community-based testing and monitoring, DWI-specific cognitive behavioral therapy, and re-establishing valid driving privileges for offenders. This project's target population and eligibility requirements include adult DWI offenders who are non-violent residents of Steele or Waseca Counties. Participants are identified as high risk/high need using the RANT-DWI tool, willing to participate, and have been diagnosed with a substance use disorder and in need of treatment. The program will target repeat offenders and those with significantly elevated alcohol concentrations at the time of offense, both of which pose increased risk to public safety. If determined eligible, the case is referred to the staffing team for consideration. Once accepted, the parties are notified to expedite the plea/admission and order the defendant's release from custody and participation in the SWDC program. Acceptance occurs within two weeks of referral. The structure of the program is post adjudicatory, divided into 5 phases and is a minimum of 18 months. The DWI track structure is based on NADCP recommended supervision guidelines for DWI courts. Program participants receive downward dispositional departures on their sentence. This project's target capacity is 20 participants to enhance SWDC's overall capacity from 40 to 60 participants.

The Steele Waseca Drug Court program's DWI track utilizes a Smartphone Breathalyzer managed by Recovery Trek called MobileBAC. DWI track participants are required to participate in daily alcohol monitoring during their first three phases in Drug Court, which is a minimum of 8 months. SWDC uses a BACtrack device, which is similar to a portable breath test that communicates via Bluetooth with the participants smartphone. The agent will schedule random or set testing. The client will be notified by their MobileTrek app that they are expected to take a test. They will use a step-by-step process in their MobileTrek app on their smartphone to take a breath test. During the performance of the test facial recognition technology is used to identify if it is the enrolled participant submitting to the breath test. The results are sent to the phone via Bluetooth. The app uploads the results to Recovery Trek. Any non-compliance with testing and/or positive alcohol readings are immediately sent to the drug court email inbox to take appropriate action.

SCRAM

The Secure Continuous Remote Alcohol Monitor (SCRAM) program was implemented in Steele County in 2009. The SCRAM bracelet is a monitor worn around the ankle. It tests insensible perspiration for the presence of alcohol every 30 minutes, 24 hours per day. The program is utilized by those on pre-trial status or sentenced to probation. In addition, SCRAM bracelet is capable of house arrest technology. Overall, the SCRAM bracelet is a less costly alternative to incarceration.

There is a surplus of new technology in the alcohol monitoring field. Steele County Community Corrections is exploring other options for alcohol testing in addition to the SCRAM Bracelet.

REAM

Steele County Community Corrections has been awarded the Remote Electronic Alcohol Monitor (REAM) grant for the 2019/2019 fiscal year. This grant allows the cost of alcohol monitoring be subsidized. The grant pays 75% of the cost and the participant pays 25%. All REAM grant participants must be charged/convicted of an impaired driving offense and meet income requirements.

Culturally Specific

Although the department does not have the resources nor do the numbers currently justify a need for specialized caseloads for minorities, the department consistently looks for culturally specific training opportunities for staff. In that Steele County has a significant Somali population, future goals are to take a deeper look into this population and explore how to prevent and react more effectively organizationally and as a Community. As part of our utilization of EBPs, agents assess risk, responsivity and criminogenic needs when making referrals to outside agencies. For offenders not proficient in the English language, probation agents utilize language interpretation to help ensure clear and effective communication.

Offender Housing

Steele County Community Corrections currently does not receive the Intensive Supervision (ISR) Grant, thus we do not supervise Level III sex offenders. Adult residential services for ISR offenders who reside in Steele County are supervised by the Minnesota Department of Corrections (DOC). Funding and housing are also determined and facilitated in these cases by the DOC. Steele County currently has various housing options available for probationers and supervised releasees. Steele County Agents make referrals to current housing resources for offenders who do not have a residence. Our department currently utilizes; Rachele's Light, Alex House, New Hope Board and Lodge, Kasson board and Lodge, Hospitality House and Women Specific/Male Specific Frazer Recovery Homes. South Central Human Relations Center in Owatonna recently received a grant to create; Project for Assistance in Transition from Homelessness Program (PATH). This program specifically is designed to battle homelessness in our County and directly supports the people we supervise.

Outcome Performance Measures

Beginning in February 1997, Minnesota's three delivery systems (CCA, DOC, CPO) in collaboration with the Minnesota Corrections Association (MCA), completed the first Correctional Outcomes Measures Report. The goal of this report was to identify and track uniform outcome measures for the various probation agencies throughout the State. The group identified four performance measures that were designed to meet the following correctional objectives:

1. Offenders will be law abiding;
2. Victims will be financially restored;
3. Offenders who are court ordered to perform certain obligations will abide by the court order;
4. Agencies will assist offenders with change.

Prior to our conversion to a Community Corrections Act County in July 2017, Steele County did not collect or monitor any performance outcome data. Throughout 2020 and 2021, Steele County Corrections will begin to collect and analyze performance data in accordance to the four objectives mentioned above. The findings will be presented beginning with the 2022-2023 Steele County Community Corrections Comp Plan.