

Campbell County Juvenile and Family Drug Court
Management Committee and Operational Team Meeting
Tuesday, December 21st, 2021
12:00 p.m.-1:00 p.m.
Aspen Room

Present: Kim Hoff, Jim Lyon Jr., JR Bailey, Heidi Phipps, Sheri England, Ryan Anderson, Bonnie Volk, Jamie Hurich, Sally Craig and Megan Kincaid-Heidel

Meeting Called to Order- 12:00 pm

Approval of Prior Board Minutes

Jim Lyon, Jr. moved to approve the November meeting minutes. Ryan Anderson second. Motion Carried

Program Update

JR Bailey gave the November 2021 program update

YIT: 6 served in October

JFDC: 3 served in October

Court of Origin:

Juvenile Court: 3

Circuit Court: 3

Municipal Court: 2

Circuit and Muni: 1

Step Stone: 6

YES House: 3

Residential Treatment: 0

Phase I: 4

Phase II: 1

Phase III: 2

Graduated: 0

Terminated: 2

Absconded: 0

Relapses: 1

New Participants: 2

Pending: 0

Referrals: 2

Upcoming Graduations: 1 – January 5th

Coordinators Teleconference

Jim reported that the coordinators call was held December 13th. During the teleconference they discussed training, the calculation of service hours and potential State Conference with Wyoming Impaired in May of 2022. Training- CST hosted a virtual training for Big Horn County that covered statutes, rules, guidelines, incentives and sanctions, funding

and roles. The training offer is extended to all CST programs. Calculation of service hours- discussion occurred regarding the data tracking spreadsheet that was sent 12/2/21. The spreadsheet shows what services are counted for treatment hours, ancillary service contacts and supervision contacts. State Conference- The Supreme Court is interested in working with Behavior Health Division to host a state-wide conference. Discussion about including drug court specific content with the Wyoming Impaired Driving Conference in May. The planning is still in the early stages. Jim offered up assistance if there is a desire for a juvenile drug court track.

CST Monthly Reconciliation Report for October and November

Jim informed the members that there are still discrepancies being documented in the data received from CST. In October, CST presented the following treatment minutes for the month of October: Adult- 380 (JFDC- 4545), Juvenile- 558 (JFDC- 4113), for a total of 938 (JFDC-7720). The reconciliation numbers were so off for every CST program that the decision was made by CST to not have anyone reconcile their October numbers. November reconciliation numbers that were sent to the JFDC, included Adult- 4,531, Juvenile-3,290, for a total of 7,821.

FY23 Grant Application

The FY23 Grant Application deadline is February 1, 2022 by 5:00pm. Jim reported that there are issues with the application template being closed and not able to edit. Numerous attempts have been made to fix the problems. CST finally added the correct number of boxes to several sections. Jim assured the Board that timelines will be met to complete the application in time to schedule a presentation to the County Commissioners for approval. The funding request will be 6 adult slots at \$9,354.66 for a total of \$56,127.96 and 6 juvenile slots at \$14,716.84 for a total of \$88,301.04. The total grant request is \$144,429.00, in addition to the 25.1% Cash Match from the County. Jim made the motion for the CCJFDC Board to approve the amount requested in the FY23 CST Grant Application. Bonnie Volk second. Motion passed.

Gift Card Audit

The Gift Card Audit was completed on December 20th, 2021 by Campbell County Grant Specialist Beth Raab. Audit result- the number of Small cards our accurate, the number of Medium cards had one extra from Frontier Relics in (2 in box, 1 in book). One needs to be added to the count. The number of Jumbo cards for Rec Center passes was short by 2. There was 1 pass, and there should have been 3. Two JFDC participants each received a pass, but the transaction was not documented.

Budget Update

The updated budget was reviewed. Jim announced that there was one transaction after the budget report was sent out. \$1000.00 was transferred from Substance Abuse treatment to Electronic Monitoring. The use of electronic monitoring has been utilized for nearly all of the JFDC participants as an appropriate sanction. There were no questions.

Other Business

Sheri England announced that the PMO will be a 2-day conference in April. The location of the conference is yet to be determined. Jim Lyon, Jr., requested that as soon as the agenda is finalized, let him know so he can get approval for training hours from CST. The next meeting is January 18th, 2022.

Jim reported that the Surcharge Contract is back at CST and we are awaiting the original to present to the County Commissioners for approval. Once received, Jim will request to get onto the commissioners agenda.

Meeting Adjourned- 12:20 pm