

SHERBURNE COUNTY PROBATION DEPARTMENT



2008

Annual Report

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May 1, 2009

I am pleased to present to you our 2008 Sherburne County Probation Department Annual Report.

In the past ten months we have made a significant number of changes including the name of the department, Mission Statement, organizational structure, developed a Policy and Procedure Manual, renegotiated cost saving contracts, added both juvenile and adult cognitive restructuring programs, expanded our bail evaluation studies, added Pretrial Conditional Release Supervision and a Community Policing Program.

With the structural pieces now in place we will begin to focus on embracing evidence based correctional practices and identifying and measuring outcomes.

As part of our movement toward evidence based practices we have begun using validated risk/needs assessment tools to determine appropriate levels and types of supervision, and researching programs that focus on behaviors and attitudes that deter criminal activity. Our intent is through the adoption of evidence based practices we will help offenders stay crime and chemical free and minimize the social and financial costs to the citizens of Sherburne County.

I would like to thank the following for their support, Honorable Karla Hancock; Honorable Thomas Hayes; Honorable Robert Varco; Honorable Mary Yunker; Sherburne County Board of Commissioners; Brian Benson, Administrator; Luci Botzek, Deputy Administrator; Kathleen Heaney, County Attorney; Joel Brott, Sheriff; Ken Ebel, Director of Social Services; Pat Kuka, Court Administrator; the Sherburne County Criminal Justice Corrections Committee; the Committee on Corrections and Sherburne County Safe Schools. Most of all, I want to thank the entire Sherburne County Probation Department staff who have not only withstood several recent transition periods, but have demonstrated the desire and commitment to provide effective supervision and services to the offenders they supervise.

In the years to come I look forward to continuing our mission.

"To Enhance Public Safety and Facilitate Offender Change Through Evidence Based and Restorative Practices."

Sincerely,


J. Hancuch, Director



SHERBURNE COUNTY PROBATION DEPARTMENT

MISSION STATEMENT

To Enhance Public Safety and Facilitate Offender Change
Through Evidence Based and Restorative Practices

Statutory Authority

244.19 Probation officers.

Subdivision 1. **Appointment;** All counties shall provide adult misdemeanor and juvenile probation services to district courts in one of the following ways:

(1) the court, with the approval of the county boards, may appoint one or more salaried county probation officers to serve during the pleasure of the court;

Subdivision 2. **Sufficiency of services.** Probation services shall be sufficient in amount to meet the needs of the district court in each county. County probation officers serving district courts in all counties of not more than 200,000 population shall also, pursuant to subdivision 3, provide probation and parole services to wards of the commissioner of corrections resident in their counties.

All probation officers appointed for any district court or community corrections agency shall be selected from a list of eligible candidates who have minimally qualified according to the same or equivalent examining procedures as used by the commissioner of employee relations to certify eligibles to the commissioner of corrections in appointing parole agents, and the department of employee relations shall furnish the names of such candidates on request.

Subdivision 3. **Powers and duties.** All county probation officers serving a district court shall act under the orders of the court in reference to any person committed to their care by the court, and in the performance of their duties shall have the general powers of a peace officer; and it shall be their duty to make such investigations with regard to any person as may be required by the court before, during, or after the trial or hearing, and to furnish to the court such information and assistance as may be required; to take charge of any person before, during or after trial or hearing when so directed by the court, and to keep such records and to make such reports to the court as the court may order.

All county probation officers serving a district court shall, in addition, provide probation and parole services to wards of the commissioner of corrections resident in the counties they serve, and shall act under the orders of said commissioner of corrections in reference to any ward committed to their care by the commissioner of corrections.

All probation officers serving a district court shall, under the direction of the authority having power to appoint them, initiate programs for the welfare of persons coming within the jurisdiction of the court to prevent delinquency and crime and to rehabilitate within the community persons who come within the jurisdiction of the court and are properly subject to efforts to accomplish prevention and rehabilitation.

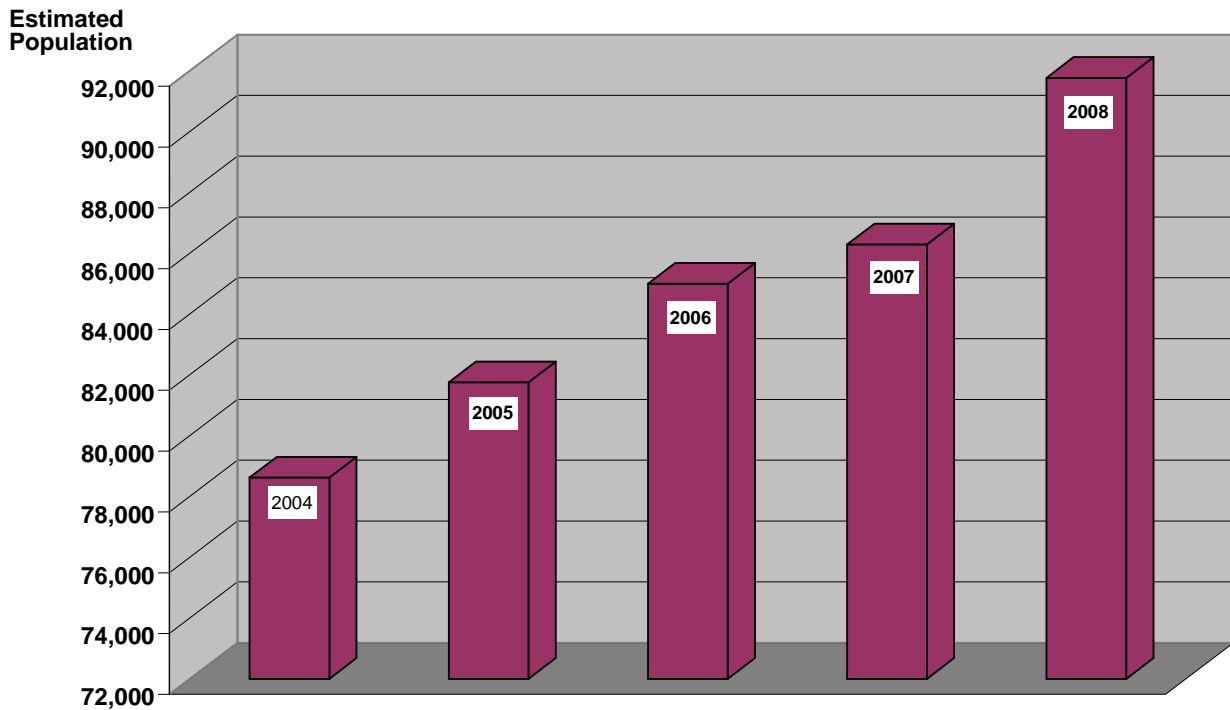
They shall, under the direction of the court, cooperate with all law enforcement agencies, schools, child welfare agencies of a public or private character, and other groups concerned with the prevention of crime and delinquency and the rehabilitation of persons convicted of crime and delinquency.

All probation officers serving a district court shall make monthly and annual reports to the commissioner of corrections, on forms furnished by the commissioner, containing such information on number of cases cited to the juvenile division of district court, offenses, adjudications, dispositions, and related matters as may be required by the commissioner of corrections.

Subdivision 5. **Compensation.** The county commissioners of any county of not more than 200,000 population shall, when requested to do so by the juvenile judge, provide probation officers with suitable offices, and may provide equipment, and secretarial help needed to render the required services.

Subdivision 6. **Reimbursement of counties.** In order to reimburse the counties for the cost which they assume under this section of providing probation and parole services to wards of the commissioner of corrections and to aid the counties in achieving the purposes of this section, the commissioner of corrections shall annually, from funds appropriated for that purpose, pay 50 percent of the costs of probation officers' salaries to all counties of not more than 200,000 population. Salary costs include fringe benefits, but only to the extent that fringe benefits do not exceed those provided for state civil service employees. Costs shall not be reimbursed unless county probation officers are paid salaries commensurate with the salaries paid to comparable positions in the classified service of the state civil service.

Sherburne County Profile



Sherburne County was organized in 1856 and according to the [U.S. Census Bureau](#), the county has a total area of 451 square miles (1,168 km²), of which 436 square miles (1,130 km²) is land, 15 square miles (38 km²) (3.26%) is water and a population density of over 200.9 per square mile.

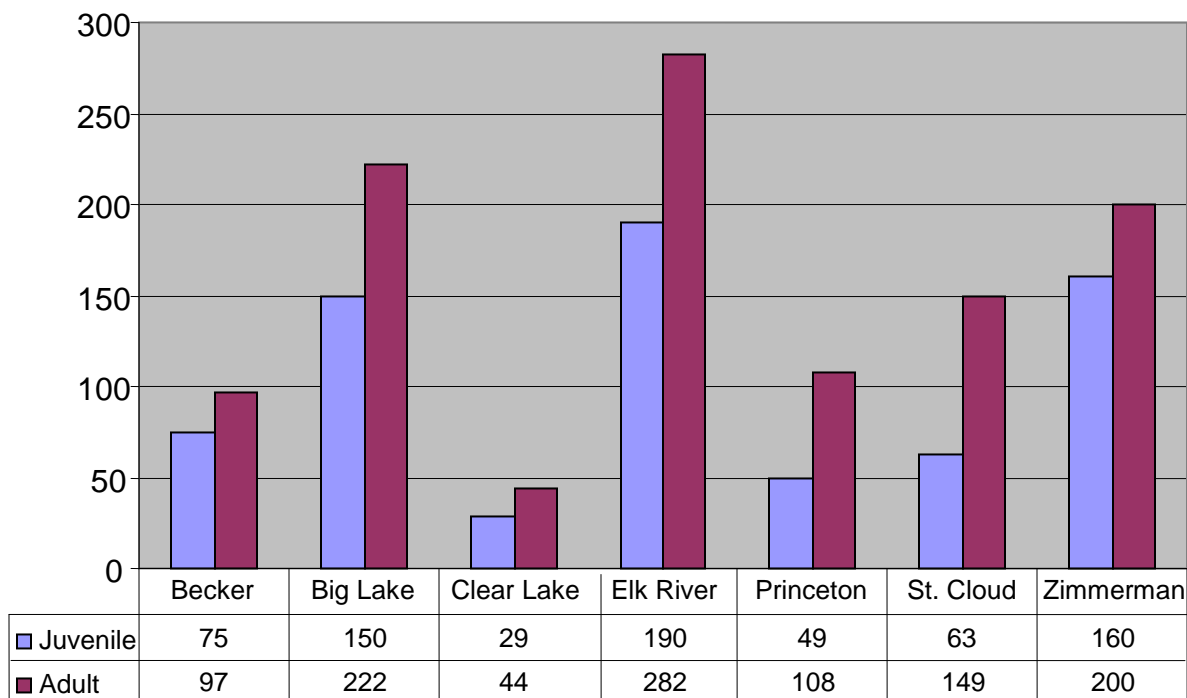
In the last three decades the population has grown by 251.2%. On the 2000 census form, 99.1% of the population reported only one race, with 0.9% of these reporting African-American. The population of the county is 1.1% Hispanic (of any race). The average household size is 2.91 persons compared to an average family size of 3.27 persons. Since 1990, the population has grown by 109%.

In 2007, health care and social assistance was the largest of 20 major sectors. It had an average wage per job of \$31,226. Per capita income grew by 2.2% between 1996 and 2006 (adjusted for inflation).

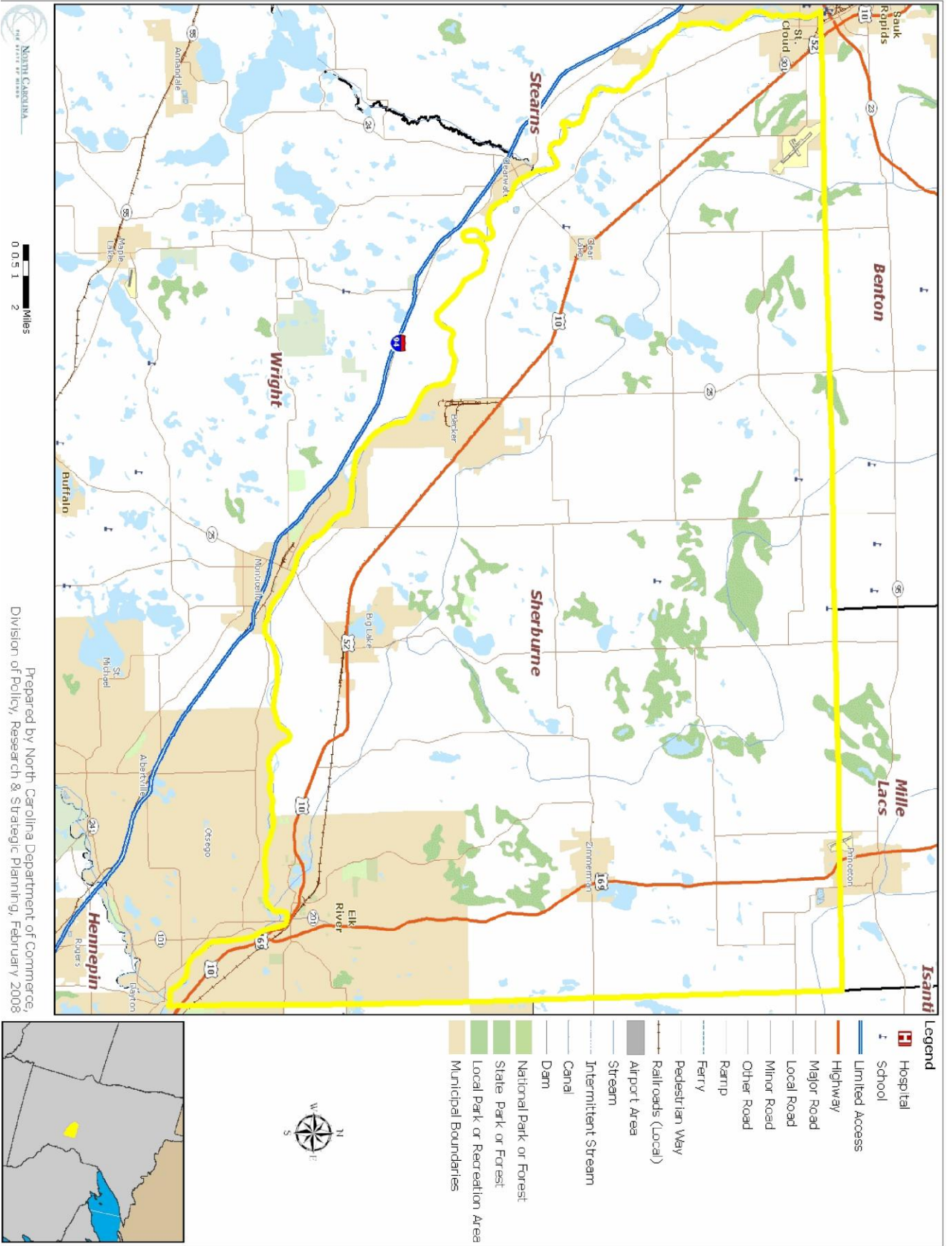
In spite of the economic slow down, Sherburne County remains one of the fastest growing counties in the nation. In its July 10th edition, *Money Magazine* published a list of the “Best 25 Counties for Job Growth”.

Sherburne County was ranked as the 22nd best county in the nation based on the seven years from 2000 to 2007. On the website, cnnmoney.com, the publication explained the reasons for Sherburne County’s high ranking. “Capturing the runoff from nearby Minneapolis, Sherburne County is undergoing residential expansion and growth in the retail, food, hospitality and healthcare industries. Large companies are attracted to the area – Target and United Healthcare have invested more than \$250 million in data centers in the town of Elk River.” As Sherburne County “captures the runoff from nearby Minneapolis,” so does our offender population increase.

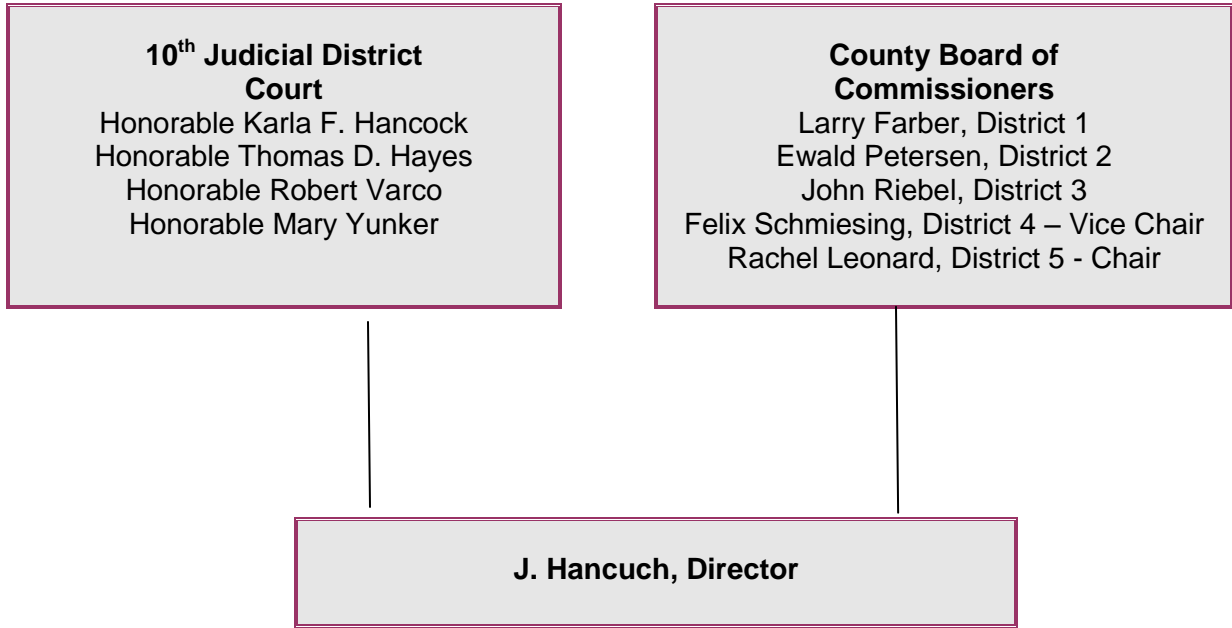
Number of Offenders Supervised by Area in 2008



**The above graph illustrates only the offender population living within Sherburne County. Offenders supervised by the Probation Department living outside Sherburne County are not represented.



SHERBURNE COUNTY PROBATION DEPARTMENT ORGANIZATIONAL CHART



Support Unit Julie Bruns, Supervisor	Court Unit Kathleen Poslusny, Supervisor	Adult Unit Brittany Taylor, Supervisor	Juvenile Unit Bobbie Shafer, Supervisor
<p>Becky Knapp Office Assistant I</p> <p>Brenda LaFayette Office Assistant II</p> <p>Chris Lawver Office Assistant I</p> <p>Karen Paetznick Office Assistant I</p>	<p>Chris Maas Court Probation Officer</p> <p>Vicki Netjes Pretrial/ISP Probation Officer</p> <p>Kathleen Poslusny Supervisor Court Officer</p> <p>Brent Schmidt Pretrial/ISP Probation Officer</p> <p>Cheryl Turck Court Probation Officer</p>	<p>Tarah Bechthold Probation Officer Low (Administrative) Supervision</p> <p>Joe Seminari Probation Officer Medium (Traditional) Supervision</p> <p>Brittany Taylor Supervisor Medium (Traditional) Supervision</p> <p>Katie Zarns Probation Officer Low (Probation Reporting Center) Supervision</p>	<p>Jennifer Baker Probation Officer Elk River Area</p> <p>Teresa Becker Probation Officer Zimmerman & Princeton Area</p> <p>Brandon Head Probation Officer Becker/St. Cloud Area</p> <p>Mary Massmann Probation Officer Diversion/JPO</p> <p>Bobbie Shafer Supervisor Big Lake Area</p>

Organizational Structure

The Probation Department was restructured into four units: Support Unit, Court Unit, Adult Unit and Juvenile Unit. Each Unit has a Supervisor that works closely with staff and reports to the Director.

Director – J. Hancuch

The Director of the Probation Department is an exempt Executive Management position appointed by the Tenth Judicial District Court and works under the general direction of the 10th Judicial District Sherburne County Court Judges, Sherburne County Administration and Sherburne County Board of Commissioners. The primary purpose of this position is to plan, administer, organize, manage and direct all activities of the Sherburne County Probation Department. Duties include, but are not limited to, administering, planning, budgeting, organizing, managing personnel, developing programs, delegating work, developing and implementing goals, programs, coordinating plans, seeking funding, providing public relations, conducting research based projects and performing additional duties as necessary.

Support Unit – Julie Bruns, Supervisor

The Support Unit provides assistance to the Court, Adult and Juvenile Units within the Probation Department, as well as to the Director. They are the first point of contact for the public and record statistical data through the use of the Court Services Tracking System (CSTS). In addition, the Support Unit performs accounting and administrative functions for the department.

Julie Bruns has direct reports of Becky Knapp, Brenda LaFayette, Chris Lawver and Karen Paetznick. The primary duties of the Support Unit include providing receptionist duties, assisting with educational classes provided by the department, collecting offender fees, processing departmental invoices, ordering and maintaining records, assisting in the preparation of financial reports, inventory management, providing support services for all department staff, and maintaining CSTS, our management information system.

Court Unit – Kathleen Poslusny, Supervisor

The Court Unit consists of four Probation Officers and one Supervisor. The Unit is responsible for completing reports for the Court on Misdemeanor, Gross Misdemeanor and Felony reduced offenses. In addition, the Court Unit provides Pre-trial Services, supervises high risk pre-trial offenders on Conditional Release Supervision, supervises sentenced offenders on the Intensive Supervision Program (ISP) and provides court coverage as required for probation violation hearings.

Assessments/Reports

Probation Officers Chris Maas and Cheryl Turck, and Supervisor Kathleen Poslusny are responsible for completing court ordered assessments and reports such as Chemical Use Assessments (CUA), Domestic Abuse Assessments (DAA), Pre-sentence Investigations (PSI), and Risk/Needs Assessments (LSI-R). These reports include interviews with offenders, collateral contacts and victims in addition to criminal history background checks.

Court Unit staff meets with offenders after they are sentenced to complete a probation agreement and are assigned the appropriate level of supervision based on their LSI-R score. Resources are provided to offenders based upon their court ordered conditions of probation and identified risk and needs.

Resources may include referrals to chemical dependency treatment programs, mental health services, alcohol education classes, parenting classes, individual counseling, anger management counseling, domestic abuse programs, driver improvement classes, impact panels or cognitive restructuring programs.

Bail Evaluations

The Court Unit staff complete bail evaluations on offenders per M.S. 629.74. Staff reviews the jail roster daily to determine which offenders in custody will require a bail evaluation. Staff conducts interviews with offenders, researches their criminal history and contacts victims when appropriate so the Court and counsel receive the most concise, up-to-date information for determining release conditions.

Monitoring Services

These services are a way of monitoring both juvenile and adult offenders released into the community either pre-disposition/sentencing or post-disposition/sentencing. Vicki Netjes and Brent Schmidt supervise and monitor these offenders through random drug and alcohol testing, Home Electronic Monitoring (HEM), Remote Electronic Alcohol Monitoring (REAM) and Global Positioning Satellite (GPS).

Conditional Release Supervision

In 2008, the Probation Department implemented Conditional Release Supervision. Vicki Netjes and Brent Schmidt monitor and supervise pre-sentence offenders who reside within Sherburne County and have been assessed as high risk during their bail evaluations. These offenders are typically felony offenders that, in previous years, had not received supervision prior to sentencing. Vicki and Brent provide intensive supervision (minimum of weekly contact) in an effort to maintain public safety and ensure compliance with release conditions.

Intensive Supervision Program (ISP)

In an effort to enhance public safety and facilitate offender change, the Intensive Supervision Program provides supervision of offenders who reside in Sherburne County and who have three or more DWI convictions within ten years. ISP offenders are assigned to Probation Officers Vicki Netjes and Brent Schmidt, who split the county geographically. More detailed information regarding the ISP program is provided in the Adult Unit section of this report.

The following chart reflects the number of assessments completed by type in 2008.

Assessments

2008	
Bail Evaluations	207
Chemical Use Assessments (CUA)	66
Domestic Abuse Assessment (DAA)	29
Pre-sentence Investigation (PSI)	469
Pre-trial Monitoring	404
Total:	1,175

Throughout the majority of 2008, all Chemical Use Assessments (CUA) and Domestic Abuse Assessments (DAA) were recorded as Pre-sentence Investigations. In the latter part of 2008, we began recording data in a different format. Therefore, we are not able to complete a historical comparison of the various assessments completed by the Court Unit for 2008.

Adult Unit – Brittany Taylor, Supervisor

The Adult Probation Unit supervises adult offenders convicted of Misdemeanor and Gross Misdemeanor offenses and Felony charges that have been reduced by conviction. The goal of the Adult Unit is to provide support and services to offenders in an effort to facilitate change, while providing public safety. Additionally, the Adult Unit monitors compliance with court ordered conditions, completes restitution studies, drug and alcohol testing, and makes appropriate referrals to community based programs. Probation Officers in this unit also provide court coverage as required for probation violation hearings.

Supervision levels are determined by the Level of Service Inventory-Revised (LSI-R), an evidence based, validated risk/needs assessment tool. Based on their LSI-R scores, offenders are assigned to one of the following supervision levels: Minimum (Administrative), Low (Probation Reporting Center), Medium (Traditional) and High (Intensive).

Administrative and /Transfer Out (Minimum/Low LSI-R score of 0-16)

The Administrative and Transfer Out caseloads are supervised by Tarah Bechthold. The Administrative caseload consists of low level offenders with minimal conditions. Tarah completes yearly criminal history checks on all offenders on administrative probation through the expiration of their sentence.

The Transfer Out caseload consists of offenders who reside outside of Sherburne County and/or the State of Minnesota. Tarah works closely with the supervising Probation Officers in the receiving counties and states, and coordinates violations and discharge reports.

Probation Reporting Center – PRC (Low LSI-R score of 0-16)

The PRC is monitored by Katie Zarns. All misdemeanor and gross misdemeanor offenders who score 0-16 on the LSI-R are assigned to the PRC, unless they have a significant and documented criminal or mental health history. The PRC utilizes a group reporting approach, which requires offenders to report on a quarterly basis. Once offenders have completed all conditions of their probation, they are eligible to be transferred to administrative supervision.

The offenders placed on PRC, Administrative and Transfer Out supervision are considered low risk, and in accordance with evidence-based practices, offenders have minimal contact with probation.

Traditional (Medium LSI-R score of 17-27)

The Traditional caseload is assigned by area and consists of two Probation Officers. Joe Seminari supervises offenders who reside in the Elk River, Zimmerman and Princeton areas, while Brittany Taylor supervises offenders who reside in the Big Lake, Becker, and St. Cloud areas. Offenders are required to meet with probation a minimum of once per month. These contacts may occur at the Probation Department, the offender's home or in the community. Probation Officers will utilize resources available in the community to assist in the supervision of offenders. Frequent collateral contacts with family members or roommates, law enforcement, treatment providers, etc. is strongly encouraged. Offenders may be transferred to another level of supervision based on their LSI-R reassessment score.

High (LSI-R Score of 28+)

The High Risk caseload is assigned to two Court Unit Probation Officers. Vicki Netjes supervises offenders who reside in the Elk River, Zimmerman and Princeton areas, while Brent Schmidt supervises offenders who reside in the Big Lake, Becker and St. Cloud areas.

Vicki and Brent often provide a team approach to the supervision of their individual caseloads and routinely work non-traditional hours including nights, weekends and holidays. High risk offenders are required to have weekly contact with their Probation Officer. High risk offenders are mainly monitored in an effort to maintain public safety, while also attempting to facilitate offender change.

Intensive Supervision Program (ISP)

The Sherburne County ISP program complies with MN Statute 169A.74, and provides supervision of high risk Sherburne County gross misdemeanor DWI offenders who have three or more DWI convictions within ten years in an effort to enhance public safety.

The ISP caseload is assigned to two Court Unit Probation Officers. Vicki Netjes supervises offenders who reside in the Elk River, Zimmerman and Princeton areas, while Brent Schmidt supervises offenders who reside in the Big Lake, Becker and St. Cloud areas.

The ISP program is a four phase program with a continuum of supervision based on the offender's compliance. In addition to all court ordered special conditions, offenders are required to pay an ISP program fee, meet a daily curfew, participate in the 10 week Cognitive Restructuring Program, and complete 30 days of alco-sensor monitoring per year.

In 2008, the Sherburne County Probation Department provided ISP supervision to 41 (32 males and 9 females) court ordered offenders,

**Level of Service Inventory – Revised (LSI-R)
&
Adult Contact Levels for Supervision**

RISK LEVEL	Contact Level	Required Supervision Contact
High (28+) <i>Long Form Case Plan</i>	High	Minimum of weekly face-to-face contact Intensive Supervision
Medium (17-27) <i>Long Form Case Plan</i>	Medium	Minimum of one face-to-face contact per month Medium Supervision
Low (0-16) <i>No Case Plan required</i>	Low	Minimum of one face-to-face contact every three months Probation Reporting Center (PRC)
Pre Screen (0-2) No LSI-R or Case Plan required	Minimum	Minimal contact as necessary Administrative Supervision

Utilization of Day Reporting is encouraged to ensure minimal contact standards are maintained.

On 12/31/08 there were 1,618 offenders totaling 1,778 cases on adult probation supervision in the department. In future Annual Reports we will be able to identify offenders by their specific LSI-R scores and the level of supervision they received.

The Juvenile Unit provides supervision of offenders placed on probation for offenses ranging from petty-misdemeanor to Extended Juvenile Jurisdiction (EJJ). With the exception of petty-level offenders, the Youth Level of Service (YLS/CMI), a validated risk/needs assessment tool, is completed on each offender to determine their risk to re-offend and level of supervision. The YLS/CMI also helps Probation Officers match offenders with appropriate services/resources based on their needs. In addition to the Youth Level of Service, most offenders are administered the Massachusetts Youth Screening Instrument (MAYSI-2), a validated mental health screening tool. The mental health screening is completed pursuant to Minnesota Statute and is a brief process to detect potential mental health problems. 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 consists of four Probation Officers and one Supervisor. Mary Massmann supervises all petty-level offenders and handles all diversions. The Supervisor and the remaining three Probation Officers supervise delinquent offenders based on the school they attend: Jennifer Baker, Elk River area; Teresa Becker, Zimmerman/Princeton area; Bobbie Shafer, Big Lake area; and Brandon Head, Becker/St. Cloud area. Services include completing reports for the Court, providing court coverage as needed, pre-trial monitoring, supervising offenders on probation or parole, completing restitution studies, random drug and alcohol testing, monitoring offenders compliance with court ordered conditions, diversion programming, and referral and facilitation of research-based programs. The average length of supervision for a juvenile offender is six months to a year.

The diversion program is offered for first time, low-level offenders. All referrals for the diversion program come from the County Attorney's office. Successful completion of the diversion program allows the offender to avoid the formal court process.

The Juvenile Unit utilizes a variety of community-based resources to address the offender's risk and needs while under supervision. These resources include community work service/juvenile work crew, anger management groups, cognitive restructuring program, independent living program, theft prevention, drug/alcohol education, defensive driving, impact panels, social skills group, and various chemical dependency and mental health services. When community-based services are not appropriate or do not meet the offender's needs, an out-of-home placement may be considered. Out-of-home placement options may vary in length and range from non-secure foster care to a secure juvenile correctional facility.

Safe Schools

We are fortunate to have a Safe School initiative in Sherburne County which reinforces our effort to supervise offenders based on the school they attend.

The Safe Schools Initiative in Sherburne County began in December 2005 in the Elk River Schools and then spread to Zimmerman Schools in January 2007. The Sherburne County Probation Department then brought the initiative to the Becker School District during the 2007/2008 school year and to the Big Lake School District during the 2008/2009 school year. Safe Schools is a collaborative effort between the school district, various Sherburne County Departments and city/community agencies. Through Safe Schools we have been able to improve communication, expand our resources and partnerships, and establish a greater support network for the schools and the community.

Youth Level of Service/Case Management Inventory (YLS/CMI)

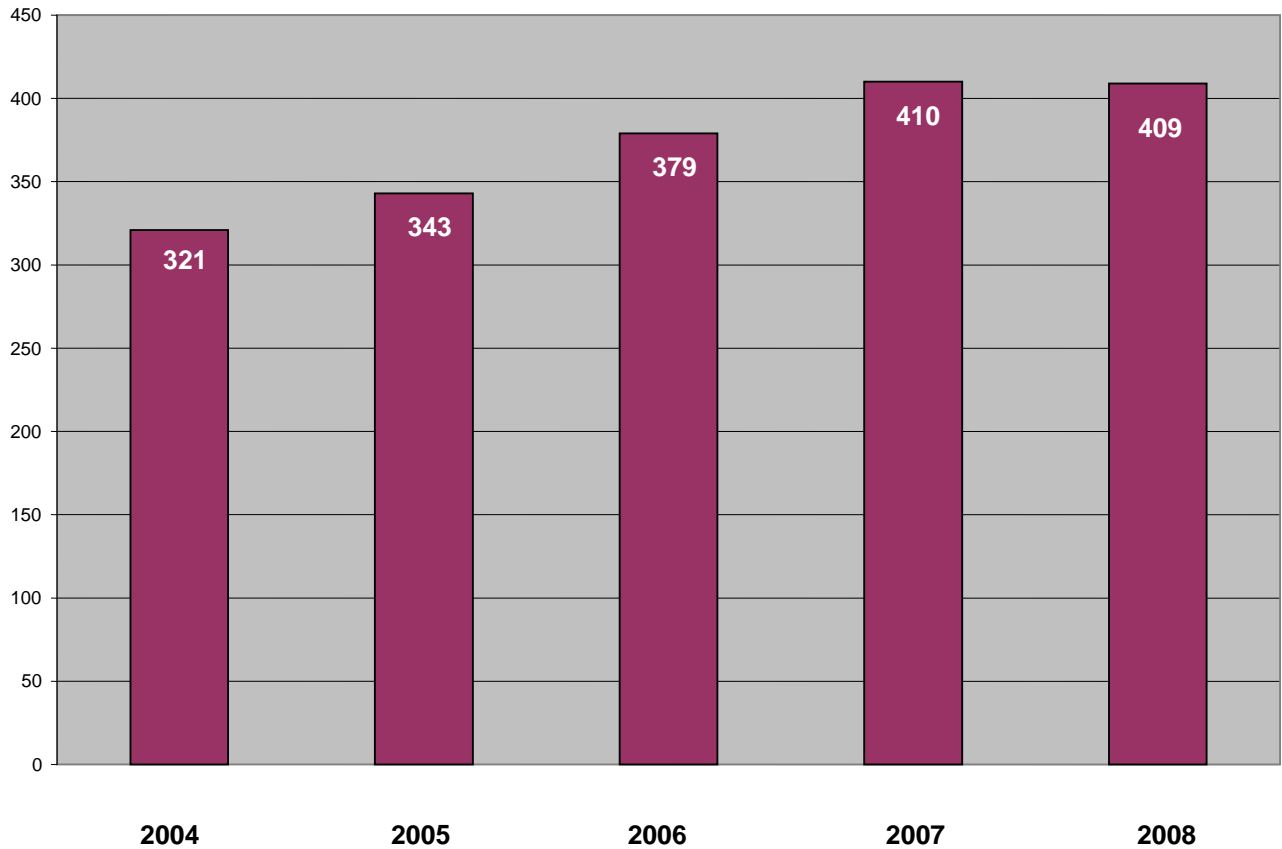
&

Juvenile Contact Levels for Supervision

RISK LEVEL	Contact Level	Required Supervision Contact
<p align="center">High (28+) <i>CMI Case Plan</i></p>	<p align="center">High</p>	<p align="center">Minimum of bi-monthly face-to-face contact</p>
<p align="center">Moderate (16-27) <i>CMI Case Plan</i></p>	<p align="center">Medium</p>	<p align="center">Minimum of one face-to-face contact per month</p>
<p align="center">Low (0-15) <i>No Case Plan Required</i></p>	<p align="center">Low</p>	<p align="center">Minimum of one face-to-face contact every three months</p>
<p align="center">Pre Screen (0-2) No YLS/CMI or Case Plan required</p>	<p align="center">Minimum</p>	<p align="center">Minimal contact as necessary Administrative Supervision</p>

Utilization of Day Reporting is encouraged to ensure minimal contact standards are maintained.

Juvenile Offenders



The above numbers reflect the juveniles that have received diversionary services and/or been under probation supervision. Sherburne County's juvenile population reflects the overall trends in the State of Minnesota over the past several years. Juveniles receiving diversionary services and/or under probation supervision has remained relatively constant or slightly decreased.

DEPARTMENT PROGRAMS

Day Reporting

Day Reporting may be utilized by Probation Officers in order to enhance supervision and increase offender accountability. Day Reporting requires the offender to report to the Probation Department as directed by the Probation Officer. Reasons that an offender may be required to day report include: submit to a UA/PBT; update status of employment, school or residence; and/or provide verification of program completion.

Awareness Panel

The two-hour program is moderated by Shawna Volbrecht. Shawna, whose father was killed by a drunk driver, manages the program schedule, timing, introductions, etc. The cost of the program is \$35.00 and is held eight times per year.

This program is court ordered as a special condition of probation. The Awareness Panel consists of one or two victims who deliver a firsthand account of the death, injury and/or trauma inflicted upon them or loved ones as a result of an impaired or drunk driver.

DWI offenders have no interaction or dialogue with the panel victims during the proceeding, but usually have an opportunity after the presentation to converse with the speakers.

The goals of the program are:

- To raise awareness about the dangers and potential consequences of drinking and driving.
- To expose the attendees to the devastation, pain and grief associated with drinking and driving.
- To deter attendees from drinking and driving in the future.

In 2008, 404 DWI offenders completed the Awareness Panel.

Alive at 25 – Defensive Driving Class

The four-hour Alive at 25 program is facilitated by Jennifer Baker, Juvenile Probation Officer. The cost of the program is \$60.00 and is held six times per year. The focus is to teach attendees to take responsibility for their behavior in driving situations and to adopt safer driving practices. Although many young drivers will attend this program because they incurred a traffic violation, the course is beneficial for all young drivers. The program is designed to be an early intervention program to prevent future traffic violations, collisions and/or fatalities. The National Safety Council developed all materials for this program.

The goals of the program are:

- To help young drivers RECOGNIZE that licensed drivers between the ages of 16-24 are more likely than anyone else to be hurt or killed in a motor vehicle crash.
- To GIVE young drivers an opportunity to discuss why they are at such high risk in a motor vehicle.
- To DESCRIBE the consequences of making poor judgments or taking unnecessary risks in a motor vehicle.
- To help young drivers IDENTIFY actions they can take to keep control when they are a driver or a passenger in a motor vehicle.

In 2008, 56 juvenile and young adult offenders completed the program.

Juvenile Drug Education Program

The two-hour Drug Education Program is facilitated by educator, Troy Shafer. The cost of the program is \$50.00 and is held 12 times per year.

The program objectives are:

- To provide youth with information about tobacco, alcohol, marijuana and other mood-altering chemicals.
- To inform youth on the myths, misperceptions and facts about mood-altering chemicals.
- To educate youth on the health risks and consequences of using mood-altering chemicals.
- To teach youth ways to handle the temptation and peer pressure associated with mood-altering chemicals.

In 2008, 134 juvenile offenders completed the program.

Adult and Juvenile Cognitive Restructuring Programs

Evidence based research shows that the most effective intervention in reducing re-offense for offenders is a cognitive/behavioral intervention, as opposed to punishment techniques, psychodynamic therapy, or surveillance.

In January 2009, the Sherburne County Probation Department contracted with Doug Bosacker and Nate Parker, to facilitate both an adult and juvenile cognitive restructuring program. The two-hour, 10-week program, is offered four times per year. The cost of the adult program is \$150.00 and the juvenile program is \$75.00.

The goals of the program are:

- To assist offenders in building and restructuring cognitive skills.
- To empower offenders to alter their approach to life by adjusting their thinking, values, relationships and goals.

In that cognitive restructuring is an underlying principle of evidence based practices, we are anxious to complete recidivism studies on offenders that successfully complete the program.

Juvenile Theft Prevention Program

The two-hour Theft Prevention Program is facilitated by Juvenile Probation Officers Jennifer Baker and Teresa Becker, along with Asset Retention Officers from Cub Foods and Target Corporation. The cost of the program is \$50.00 and is held four times per year.

The goals of the program are:

- To provide youth with facts about theft.
- To explain the affects theft has on society.
- To educate youth on the consequences of theft.
- To teach youth ways to handle the temptation to steal.

In 2008, 113 juvenile offenders completed the program.

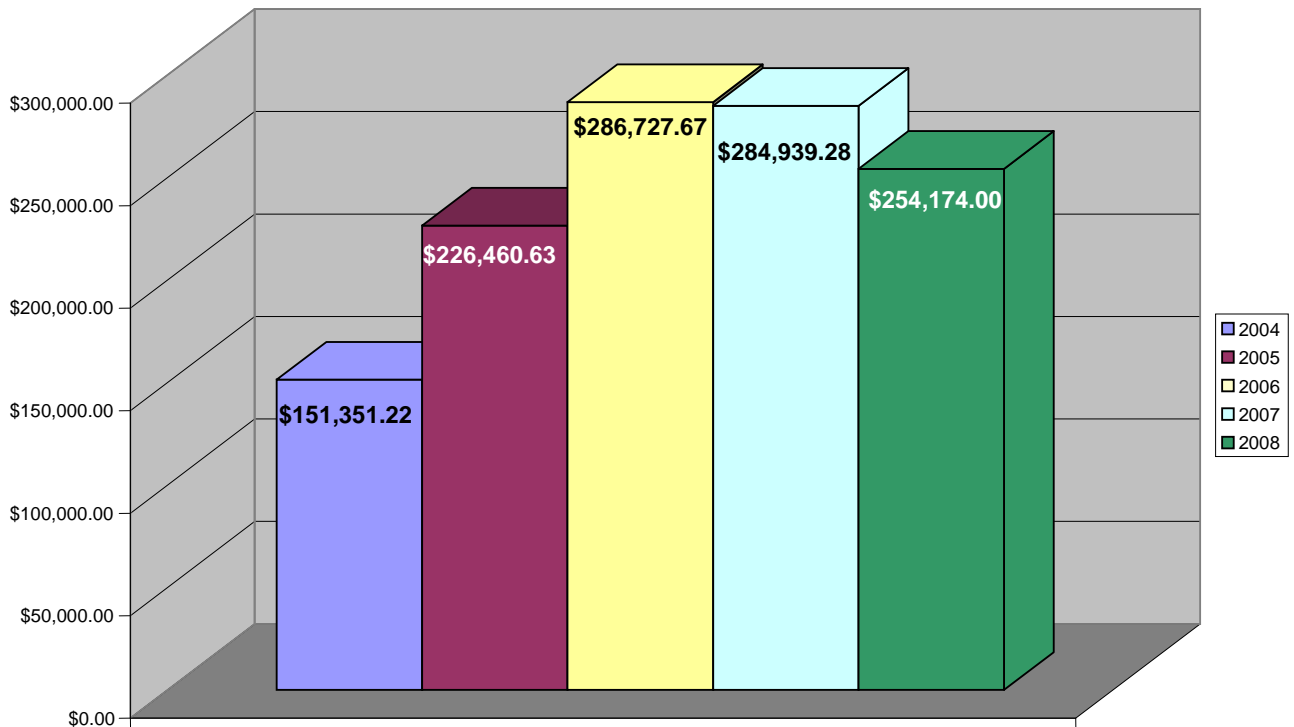
Financial

Along with maintaining a focus on our department Mission Statement, the Sherburne County Probation Department also works toward reducing the levy amounts for Sherburne County taxpayers. The correctional fees offset the less than 50 percent CPO Reimbursement that the county receives from the State for Probation Officer salaries.

A local correctional agency may establish a schedule of local correctional fees to charge persons under the supervision and control of the local correctional agency to defray costs associated with correctional services. The local correctional fees on the schedule must be reasonably related to defendants' abilities to pay and the actual cost of correctional services.

Per M.S. 244.18 the Sherburne County Probation Department does charge fees to defray the costs of providing correctional services. Per Subd. 4, the Director may waive payment of the fee if the supervising Probation Officer determines that the offender does not have the ability to pay the fee, the prospects for payment are poor, or there are extenuating circumstances justifying waiver of the fee. Instead of waiving the fee, the Department will allow the offender to perform community work service in lieu of paying fees.

Correctional Fees for Service



The following is our current fee schedule. The Department will re-evaluate our current department fee schedule for 2010.

SHERBURNE COUNTY PROBATION DEPARTMENT
Local Correctional Fee Schedule Per M.S. 244.18

CORRECTIONAL SERVICE	CURRENT FEE	EFFECTIVE DATE
	One Time Fee	
Adult Probation Fees:		
Pretrial Conditional Release Supervision	\$120	01-28-09
Misdemeanor	\$175	04-01-08
Gross Misdemeanor	\$225	04-01-08
ISP	\$450	04-01-08
Transfer In – Misdemeanor	\$175	04-01-08
Transfer In – Gross Misdemeanor	\$225	04-01-08
Transfer Out (any level)	\$ 75	04-01-08
CSW / Restitution Study	\$ 75	04-01-08
Restitution Monitoring Payments	\$ 75	01-01-09
Per Diem Monitoring/Testing Fees:		
House Arrest w/HEM	\$ 15 / day	04-01-08
House Arrest with Alcohol Monitoring & HEM	\$ 20 / day	04-01-08
Pre-Trial Electronic Alcohol Monitoring	\$ 15 / day	04-01-08
Post-Sentence Electronic Alcohol Monitoring	\$ 15 / day	04-01-08
Curfew Calls	\$ 15 / day	04-01-08
Testing Fees (In House):		
Instant Urine Test (EZ-Split Key Cup)	\$ 15	01-16-09
PBT	\$ 5	04-01-08
BCA Swab	\$ 10	04-01-08
Testing Fees (RSI):		
Urine Test	\$ 15	11-24-08
PBT	\$ 5	11-24-08
Juvenile Probation Fees:		
Misdemeanor	\$ 50	04-01-08
Gross Misdemeanor	\$ 75	04-01-08
Felony	\$100	04-01-08
JPO / Diversion	\$ 30	04-01-08
Program Fees:		
Awareness Panel	\$ 35	04-01-08
Theft Awareness	\$ 50	04-01-08
Drug Education	\$ 50	04-01-08
Alive 25	\$ 60	04-01-08
Adult Cognitive Restructuring Program	\$150	01-01-09
Juvenile Cognitive Restructuring Program	\$ 75	01-01-09

2008 Department Revenues & Expenditures

MN DOC Reimbursement Grant	\$325,412.00	
Miscellaneous Fees/Program Fees	\$103,461.58	
Supervision Fees	\$120,436.19	
Miscellaneous Income	\$ 500.00	
MN Caseload Reduction Grant	\$ 79,950.30	
MN R.E.A.M. Grant	\$ 10,049.75	
Chemical Use Assessment Fees	\$ 30,277.89	
Salaries (Permanent/Full-time)		\$785,254.22
Salaries (Part-time)		\$ 43,083.80
Overtime		\$ 422.99
Cafeteria Plan		\$179,305.57
PERA		\$ 53,411.75
FICA		\$ 51,736.29
Medicare		\$ 12,099.64
Education / Training		\$ 2,121.45
Postage		\$ 2,295.74
Telephone Expenditures		\$ 5,247.35
Dues / Membership		\$ 590.00
Publication Expense		\$ 503.50
Professional / Technical Services		\$ 62,804.29
Travel		\$ 31,813.35
Other Travel Expense		\$ 35.40
Conference / Meeting Expense		\$ 4,195.57
Reimbursed Meal Expense		\$ 1,357.40
Miscellaneous / Other charges		\$ 3,266.37
Supplies		\$ 10,306.49
Equipment (Less than \$5,000)		\$ 3,443.63
Capitalized Assets		\$ 6,529.53
	Revenue:	\$ 670,087.71
	Expenditures:	(\$1,259,824.33)
	Net:	(\$ 589,736.62)

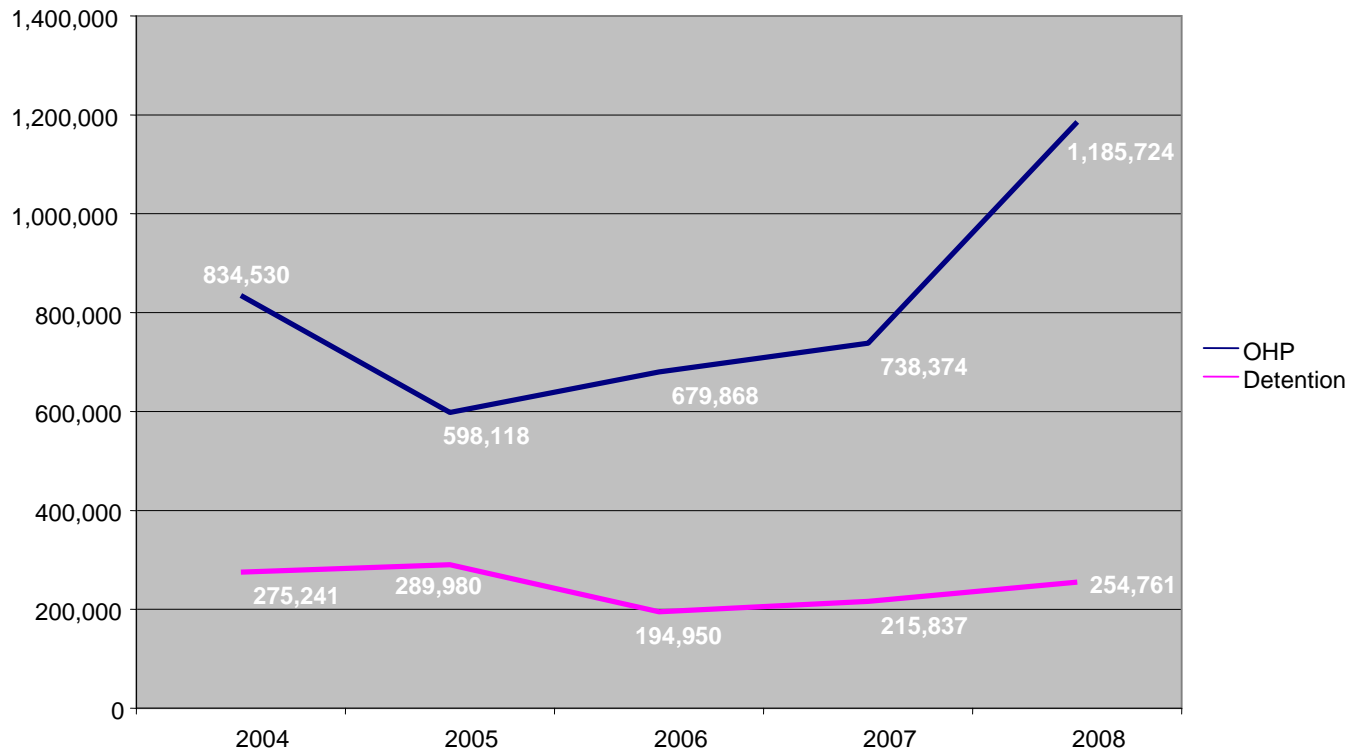
Probation Out of Home Placement (OHP) Costs

The Probation Department's portion of the County OHP Budget is included in Social Services overall budget. The Probation Department provides input regarding projected Probation OHP costs to which Social Services is the fiscal host. The Probation Department is fortunate to have a very good working relationship with the Social Services Department.

In the fall of 2008, per M.S. 260.B157 Subd. 3, the Probation and Social Service Departments established and formalized a Juvenile Screening Team. The purpose of the Screening Team is to ensure both departments conduct screenings and case plans for all juvenile probation offenders who may be potentially placed out of the home for more than 30 days for treatment of an emotional disturbance, developmental disability, or chemical dependency in a residential treatment facility.

The Probation Department cooperates, collaborates and coordinates with Social Services to attempt to reduce overall OHP costs while continuing to provide protection to the community and appropriate community-based services/referrals to youth at risk.

Probation Out of Home Placement Costs 2004 - 2008



Evidence Based Practices and Outcomes

As previously noted, evidence based practices have been shown through research to reduce recidivism. Examples include: validated risk/needs assessment tools, dynamic case planning, restorative justice, cognitive behavioral programming, workload standards, transition aftercare services and outcome measures. Evidence based practices are services that should be matched with offender risk/needs, be gender specific and culturally appropriate in order to maximize the effectiveness.

Outcome Measures

The statewide probation outcomes effort in Minnesota began in 1997, and in February of that year the first Correctional Outcome Measures Report was completed. The report was not legislatively required; rather, it was initiated by various correctional agencies in response to the need for uniform outcome measures. The agencies involved included the Department of Corrections (DOC), the Minnesota Association of County Probation Officers (MACPO), the Minnesota Corrections Association (MCA), and the Minnesota Association of Community Corrections Act Counties (MACCAC). This group identified four 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.

As a result of these evidence based outcomes, the Sherburne County Probation Department has recently begun collecting and analyzing similar data and comparing our new initiatives to the Statewide outcomes. In that the following are all new initiatives to the department, we are not able to accurately address all the outcome measures in the 2008 report; however, it is our intent to be able to address all the outcome measures in future reports.

Outcome Measures

Goal	Outcome	Indicator	Phases
1. Ensuring Community Safety	Offenders remain law abiding	% of offenders who are not adjudicated or convicted of a new M/GM/F offense	% of offenders who are not adjudicated or convicted of a new M/GM/F offense while under supervision
2. Restoration of Victim	Victims receive court ordered restitution	% of offenders that paid their restitution by the expiration of their probation % paid	None
3. Restoration of Community	The community receives restorative offender services	Number of adult and juvenile CSW and WC hours completed per year Dollar value of services completed	None
4. Development of Offender Competencies and Assisting in Offender Change	Offenders are gainfully employed and or enrolled in an educational program Offenders have reduced risk and/or needs	% of offenders that are employed and or in educational programs at the time they are placed on supervision compared to when they are discharged from supervision % of assessed offenders who show reduction in risk/needs assessment as measured by LSI-R or YLS/CMI	% of assessed offenders who show reduction in risk level and/or needs at last LSI-R or YLS/CMI assessment

1. Ensuring Community Safety

Future reports will identify the percentage of both adult and juvenile offenders who are not adjudicated or convicted of a new M/GM/F offense while under supervision.

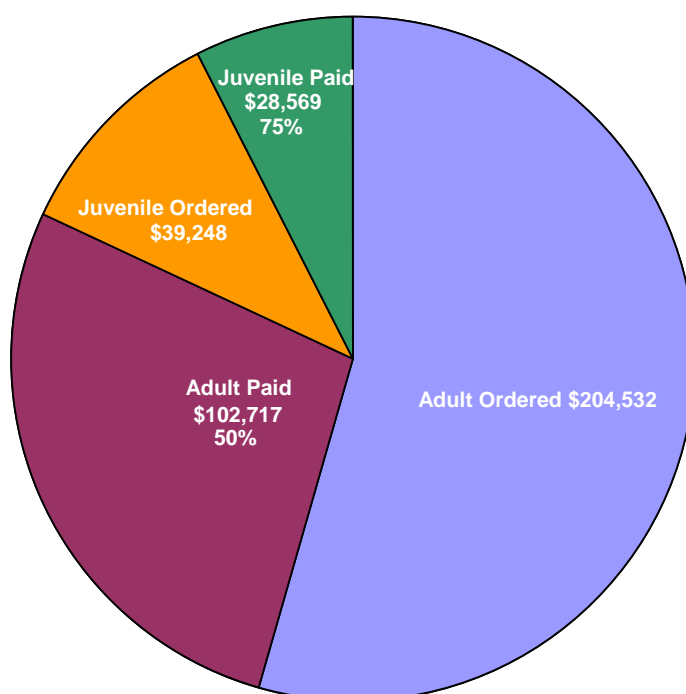
2. Restoration of Victim

In 2008 there was \$204,532 in adult restitution ordered of which \$102,717 was paid or approximately 50%. All unpaid adult restitution is referred to collections through Court Administration. In 2009, it is the goal of the department to increase adult restitution collection to a minimum of 75% prior to expiration of offender's probation.

In 2008, there was \$39,248 in juvenile restitution ordered of which \$28,569 was paid or approximately 75%. In 2009, it is the goal of the department is to increase juvenile restitution collection to a minimum of 80% prior to expiration of offender's probation.

In a continual effort to provide evidence based restorative practices, for 2009, the Department has instituted a Juvenile Restitution Reimbursement Program to give juvenile offenders the option to complete community service work/juvenile work crew as a way to assist them in paying their court ordered restitution. Through the collection of correctional fees, the department has set aside \$2,000 to be utilized for juvenile offenders who are court ordered to pay restitution. Juveniles may complete up to a maximum of ten (10) hours of community service work/juvenile work crew as recommended and coordinated by their assigned Probation Officer and approved by the Juvenile Unit Supervisor. The juvenile will earn \$10.00 per hour, up to a maximum of \$100.00; the amount earned will be credited toward their restitution obligation. Under certain circumstances, juveniles may be eligible to work additional hours with Supervisor approval.

**2008
Adult and Juvenile Restitution**



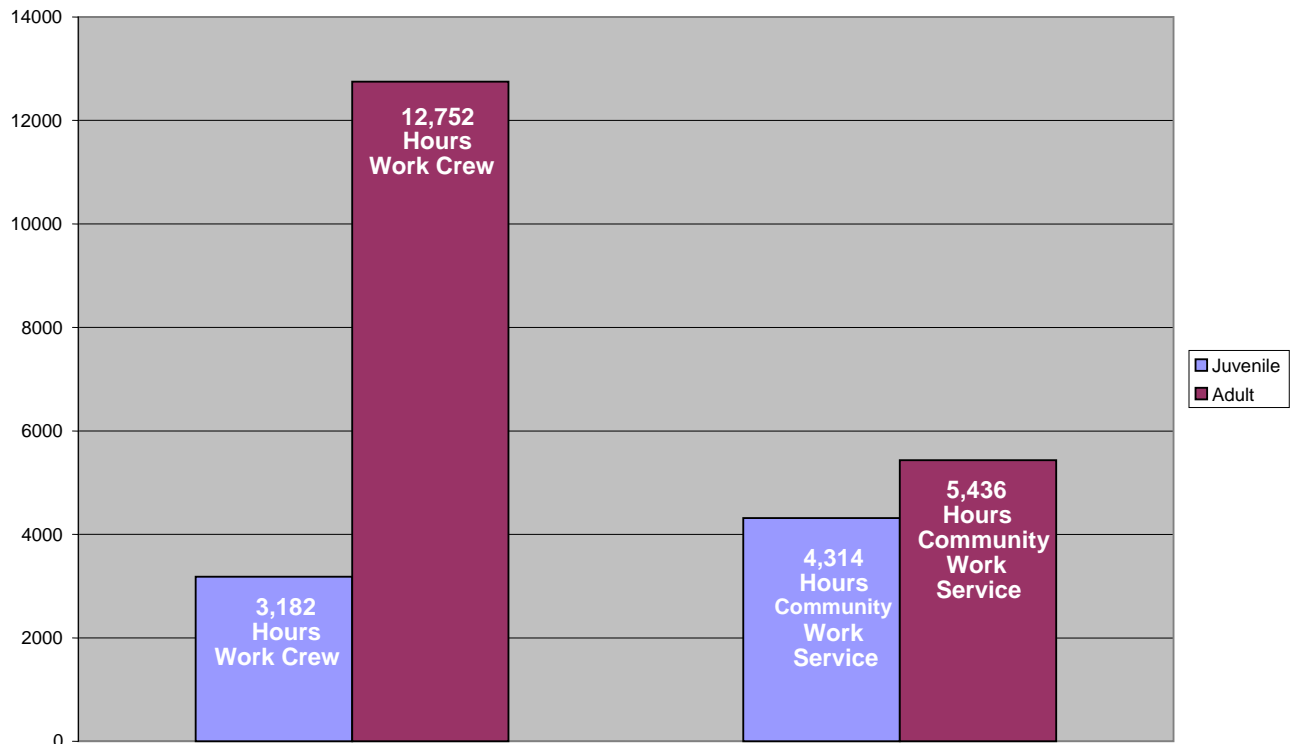
3. Restoration of Community

In 2008, 12,752 adult Work Crew hours were completed through the Sheriff's Department and 5,436 hours of adult Community Work Service hours were completed for a dollar value of \$181,880.

In 2008, 3,182 juvenile Work Crew hours were completed through the Sheriff's Department and 4,314 hours of juvenile Community Work Service hours were completed for a dollar value of \$74,960.

Sherburne County is fortunate to have an excellent Work Crew Program facilitated by the Sheriff's Department. The Probation Department is in the process of working toward improving and enhancing our Community Work Service Program by developing and fostering relationships with work sites in the community which is consistent with evidence based practices.

County Work Crew & Community Work Service Hours Completed



4. Development of Offender Competencies and Assisting in Offender Change

As part of our movement toward evidence based practices, the Department has begun completing validated risk/needs assessments on all adult and juvenile offenders. Simply put, the Department is now supervising offenders by their risk and needs rather than by their specific offense and/or conditions of probation. The Department is now recording adult initial LSI-R scores and reassessments, and juvenile initial YLS/CMI scores and reassessments. In future reports the Department will be able to look at all assessed offenders and identify if there was any reduction in their risk/needs scores from their initial LSI-R or YLS/CMI assessments and reassessments.