

SHERBURNE COUNTY PROBATION DEPARTMENT



**2010
Annual Report**

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SHERBURNE COUNTY

Probation Department

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serving the Tenth Judicial District and Sherburne County



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May 11, 2011

I am pleased to present to you our 2010 Sherburne County Probation Department Annual Report.

The department remains committed to our mission, and by embracing evidence based practices we continue to focus our energy and resources on offenders with the highest assessed risk and need with the intent of "enhancing public safety and facilitating offender change through evidence based and restorative practices."

Our 2010 initiatives included improving our bail evaluation process; conditional release supervision of defendants charged with domestic abuse offenses; revision of our court reports to include specific information related to an offender's risk and individual criminogenic needs; expansion of our outcome measures and our ongoing commitment to providing in-house evidence based training sessions. In 2011, we plan on continuing to evaluate our offender services and department programs.

All Sherburne County criminal justice partners are committed to communication, coordination and collaboration, and I would again like to specifically thank the following for their continued support; Honorable Karla Hancock, Honorable Thomas Hayes, Honorable Robert Varco, Honorable Mary Yunker, the Sherburne County Board of Commissioners, Brian Benson, Administrator; Luci Botzek, Deputy Administrator; Kathleen Heaney, County Attorney; Joel Brott, Sheriff; Pat Kuka, Court Administrator; Ken Ebel, Director of Health and Human Services; Committee on Corrections, Sherburne County Safe Schools, department supervisors and all the Sherburne County Probation Department staff, volunteers and interns.

Sincerely,

A handwritten signature in black ink that reads "J. Hancuch".

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

In spite of the current recession, Sherburne County remains one of the fastest growing counties in Minnesota. As of 2010, Sherburne County's population was 88,499 compared to 64,417 in 2000. Since 2000, Sherburne County has had the third largest population increase in Minnesota, of 37 percent.

In 2010, there were approximately 21,581 households, out of which 44.90% have children under the age of 18. 66.20% were married couples living together, 7.50% had a female householder with no husband present, and 22.40% were non-families. 15.70% of all households were made up of individuals and 5.20% had someone living alone who was 65 years of age or older. The average household size was 2.91 and the average family size was 3.27.

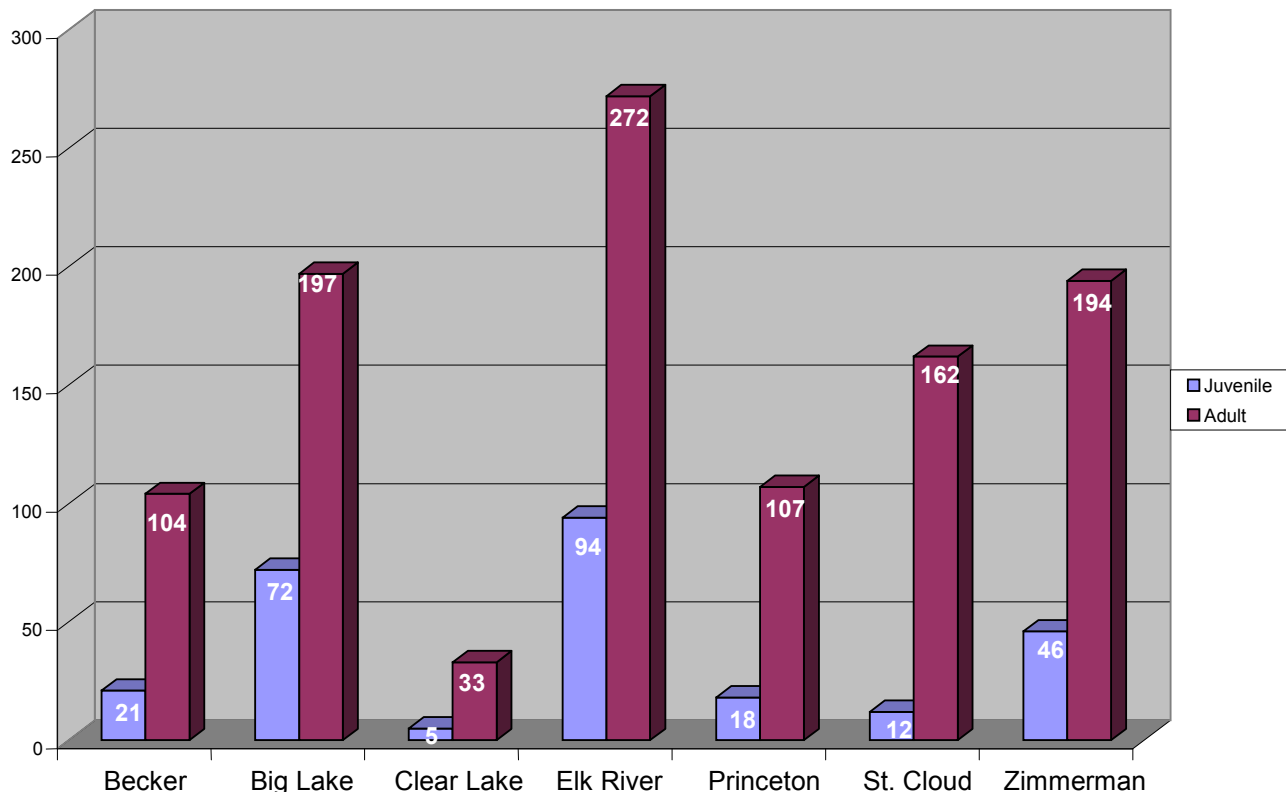
Sherburne County public schools spend \$5,059 per student compared to the U.S. average of \$5,678. There are about 19 students per teacher. The unemployment rate for Sherburne County in February 2010 was 10.2 percent (U.S. average was 8.6%). Recent job growth is negative and Sherburne County jobs have decreased by 4.50 percent.

The 2008 median income for a Sherburne County household was \$70,212, and 5.8% of the population are below the poverty line.

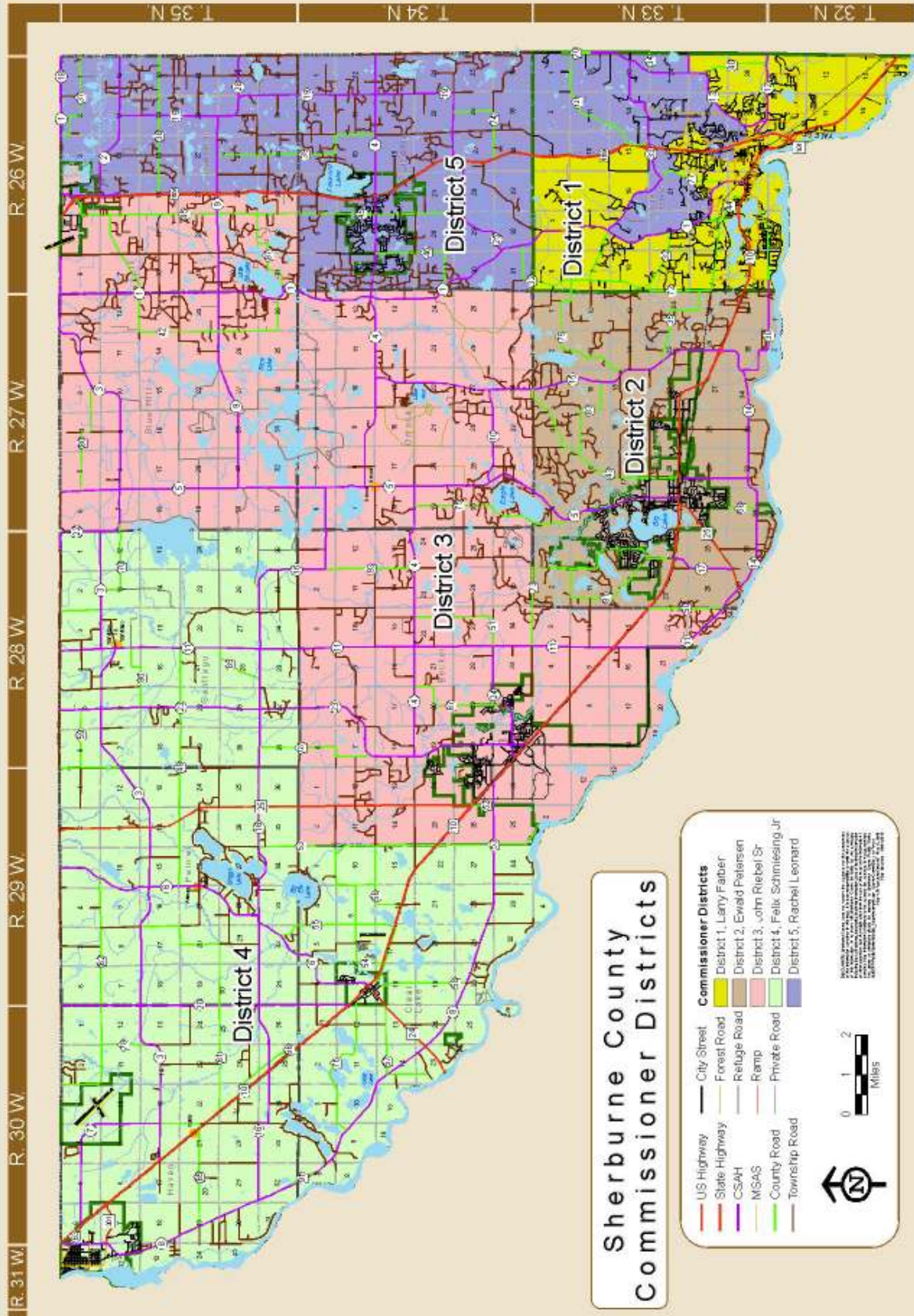
In 2010 Sherburne County was ranked number 57 on [The Daily Caller's](#) list of America's 100 most conservative-friendly counties.^[3]

Compared to the rest of the country, Sherburne County's cost of living is 3.10% lower than the U.S. average. (<http://www.bestplaces.net/country/SherburneMinnesota.aspx#>)

Offenders Supervised by Area in 2010



**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 Commissioner Districts

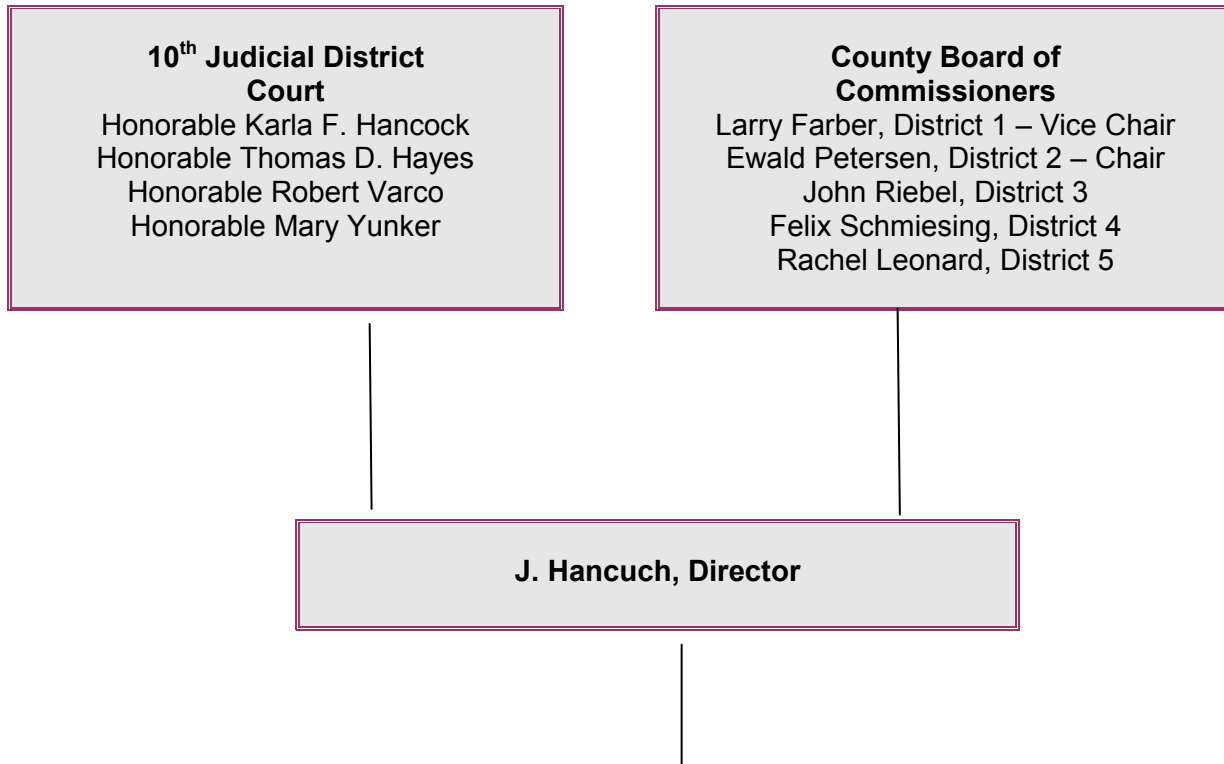
US Highway	City Street	Commissioner Districts
State Highway	Forest Road	District 1, Lanny Farber
CSA#1	Refuge Road	District 2, Ewald Pettersen
MIGAS	Ramp	District 3, John Riebel Sr
County Road	Private Road	District 4, Felix Schmielesing Jr
Township Road		District 5, Rachel Leonard

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SHERBURNE COUNTY, MINN. HAS BEEN DESIGNATED AS A 'SPECIAL USE' COUNTY UNDER THE 'SPECIAL USE' ACT, CHAPTER 373A, MINN. STAT. ALL RIGHTS RESERVED. THIS MAP IS THE PROPERTY OF SHERBURNE COUNTY, MINN. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE EXPRESS WRITTEN PERMISSION OF SHERBURNE COUNTY, MINN.

SHERBURNE COUNTY PROBATION DEPARTMENT ORGANIZATIONAL CHART



Support Unit Julie Bruns, Office Manager	Court and Juvenile Unit Bobbie Shafer, Supervisor		Adult Unit "Vacant", 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 Probation Officer</p> <p>Kathleen Poslusny Probation Officer</p> <p>Cheryl Turck Probation Officer</p>	<p>Jennifer Baker Probation Officer Elk River Area</p> <p>Teresa Becker Probation Officer Princeton/Zimmerman Areas</p> <p>Brandon Head Probation Officer Becker/Big Lake/ St. Cloud Areas</p> <p>Mary Massmann Probation Officer Diversion/JPO</p>	<p>Tarah Bechthold Probation Officer Administrative/Low</p> <p>Vicki Netjes Probation Officer Pretrial/High/ISP</p> <p>Joe Seminari Probation Officer Medium Supervision</p> <p>Brent Schmidt Probation Officer Pretrial/High/ISP</p> <p>Katie Zarns Probation Officer Administrative/Low</p>

Organizational Structure

The Probation Department is structured into four units reporting to three supervisors: 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, Probation Management Committee, 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, coordinating plans, seeking funding, providing public relations, conducting research based projects and performing additional duties as necessary.

Support Unit – Julie Bruns, Office Manager

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, providing inventory management, providing support services for all department staff, and maintaining CSTS, our management information system.

Court Unit – Bobbie Shafer, Supervisor

The court unit consists of three probation officers and one supervisor. The goal of the court unit is to provide the Court with assessments/reports that are thorough, concise and accurate and with sentencing recommendations that are consistent with evidence based practices. The unit is also responsible for completing bail evaluations on defendants pursuant to statute, and meeting with offenders post-sentence to complete the probation intake process. During the probation intake process, probation expectations are reviewed, the offender's supervision level is assigned, and resources are provided to the offender based on their court ordered conditions.

Resources provided by the court unit 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.

Assessments/Reports

Probation Officers Chris Maas, Kathleen Poslusny, and Cheryl Turck are responsible for completing court ordered assessments/reports on misdemeanor, gross misdemeanor and felony-reduced offenses. A Chemical Use Assessment (CUA) is completed on all alcohol/drug related offenses; a Domestic Abuse Assessment (DAA) on all domestic related offenses, and a Pre-Sentence Investigation (PSI) on all other offenses. To complete the report, in addition to a legal history record check, the probation officer conducts an interview with the offender, victim (when applicable), and collateral persons to obtain necessary background information.

A validated risk/needs assessment, the Level of Service Inventory – Revised, (LSI-R) is completed on all gross misdemeanor level offenses and may be completed on misdemeanor offenses at officer discretion. The LSI-R assists officers in determining the offender’s risk to re-offend and in assigning an appropriate supervision level. The LSI-R also helps officers match offenders with appropriate services/resources based on their criminogenic needs.

On all domestic related offenses, the Domestic Violence Inventory-Short Form (DVI-SF), a risk/needs assessment specifically designed for domestic violence, is completed. The DVI-SF evaluates violence potential, assesses control issues, quantifies substance abuse and measures stress coping abilities.

In 2010, the department implemented the Driver Risk Inventory-II Short Form (DRI-II Short Form), as a supplemental risk/needs assessment tool on all gross misdemeanor impaired driving offenses. The DRI-II Short Form measures severity of alcohol and drug use and abuse and uses DSM-IV criteria to classify substance abuse or dependence. The DRI-II Short Form also measures driver risk independent of substance use or abuse.

Based on the information gathered, the probation officer makes recommendations for sanctions, evaluations, and/or programming to assist the Court in issuing an appropriate, evidence based disposition.

The following chart reflects the number of assessments completed by type 2008-2010.

	2008	2009	2010
Bail Evaluations	207	313	325
Chemical Use Assessments (CUA)	66	436	338
Domestic Abuse Assessments (DAA)	29	103	111
Pre-sentence Investigations (PSI)	469	187	65
Total:	771	1,039	839

Bail Evaluations

Bail evaluations are a shared responsibility of the court unit and adult unit probation officers. Bail evaluations are completed on defendants per Minnesota Statute 629.74. Probation officers review the jail roster daily to determine which defendants in custody will require a bail evaluation. The probation officer conducts an interview with the defendant, researches their legal history and contacts the victim(s) when applicable, so the Court and counsel receive concise, up-to-date information to determine release conditions.

Adult Unit – “Vacant,” Supervisor

In April 2011, Brittany Taylor left Sherburne County and the Adult Unit Supervisor position remains open as of the date this report went to print. Prior to leaving, Brittany contributed significantly to the 2010 Annual Report and was instrumental in the department’s restructure and movement forward.

The adult probation unit supervises pretrial misdemeanor, gross misdemeanor and felony offenders; and adult offenders convicted of misdemeanor and gross misdemeanor offenses. The goal of the adult unit is to enhance public safety while providing support and services to offenders in an effort to facilitate change. Additionally, the adult unit monitors compliance with court ordered conditions, completes restitution studies, drug and alcohol testing, makes appropriate referrals to community based programs, and provides court coverage as necessary. Probation officers utilize collateral and other resources available in the community to assist in the supervision of offenders.

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: High, Medium, Low, and Minimum. A reassessment to determine an offender’s risk and supervision level is completed a minimum of once per year.

In 2010, LSI-R risk levels for the high and medium caseloads were adjusted to allow the department to focus our resources on offenders with the highest risk and need. Additionally, case plans were implemented to assist offenders with understanding, and addressing their criminogenic needs through an individualized, strength focused, objective approach.

The department is fortunate to have a certified LSI-R trainer, Brent Schmidt, Probation Officer, who reviews all completed LSI-Rs to ensure consistency and quality assurance.

High Risk (LSI-R Score of 33+)

The high risk caseload is assigned to two 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 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. These offenders are primarily monitored in an effort to maintain public safety, while also attempting to facilitate offender change.

Medium Risk (LSI-R score of 17-32)

The medium risk caseload is supervised by Joe Seminari. Offenders are required to have monthly face-to-face contact; these contacts may occur at the probation department, the offender’s home, employment or in the community.

Transfer Out (Medium/High LSI-R score of 17+)

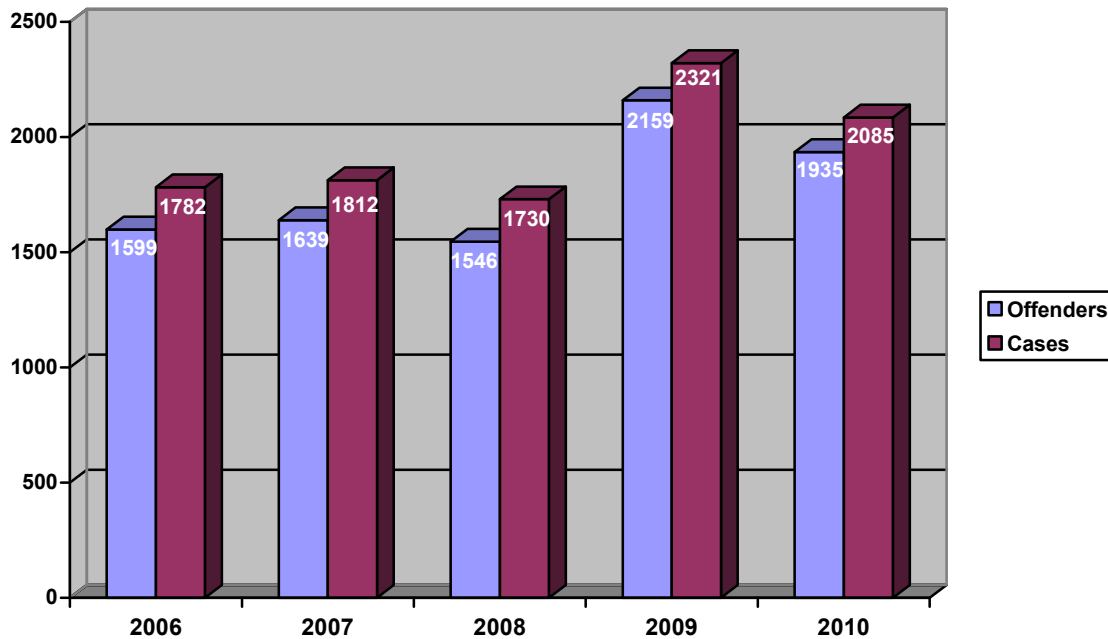
The transfer out caseload is monitored by the adult unit supervisor. This caseload consists of offenders who reside outside of Sherburne County and/or the State of Minnesota. The supervisor works closely with the supervising probation officers in the receiving counties and states, and coordinates violations and discharge reports.

Minimum/Low Risk (LSI-R score of 0-16)

The administrative and Probation Reporting Center (PRC) caseload is monitored by Tarah Bechthold and Katie Zarns. 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 discharged or transferred to administrative supervision.

The administrative caseload consists of low level offenders. Annual criminal history checks are performed on all offenders on administrative probation through the discharge or expiration of their probation.

Adult Offenders



On 12/31/10, there were 1,935 adult offenders totaling 2,085 cases on some type of adult supervision in the department; a decrease of 224 offenders and 236 cases from 2009.

Of the 122 LSI-R assessments completed in 2010, 24 offenders were placed on low supervision, 81 on medium supervision, and 17 on high supervision.

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

RISK LEVEL	Contact Level	Required Supervision Contact
High (33+) <i>Case Plan</i>	High	Minimum of weekly face-to-face contact
Medium (17-32) <i>Case Plan</i>	Medium	Minimum of one face-to-face contact per month
Low (0-16) <i>No Case Plan required</i>	Low	Minimum of one face-to-face contact every three months
Pre Screen (0-2) <i>No LSI-R or Case Plan required</i>	Minimum	Minimal contact as necessary

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

Juvenile Unit – Bobbie Shafer, Supervisor

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 assists probation officers in matching offenders with appropriate services/resources based on their criminogenic 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 petty-level and traffic offenders and handles all diversions. The remaining three probation officers supervise delinquent offenders based on the school they attend: Jennifer Baker, Elk River area; Teresa Becker, Zimmerman/Princeton area; and Brandon Head, Big Lake/Becker/St. Cloud area. Services include completing reports for the Court, providing court coverage as needed, pretrial 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 juvenile unit utilizes a variety of community-based resources to address the offender's risk and needs while under supervision. These resources include, but are not limited to, 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 vary in length, and range from non-secure foster care to a secure juvenile correctional facility.

In 2010, the department evaluated our juvenile supervision levels to determine if we were effectively supervising our juvenile offenders at the appropriate level. We reviewed data from the past two years and compared the assigned risk levels to the number of violations filed. As a result of that comparison, we determined we needed to adjust our YLS risk levels to ensure that we continue to focus our resources on offenders with the highest risk and need. Additionally, case plans were implemented to assist the juveniles with understanding, and addressing their own criminogenic needs through an individualized, strength focused, objective approach.

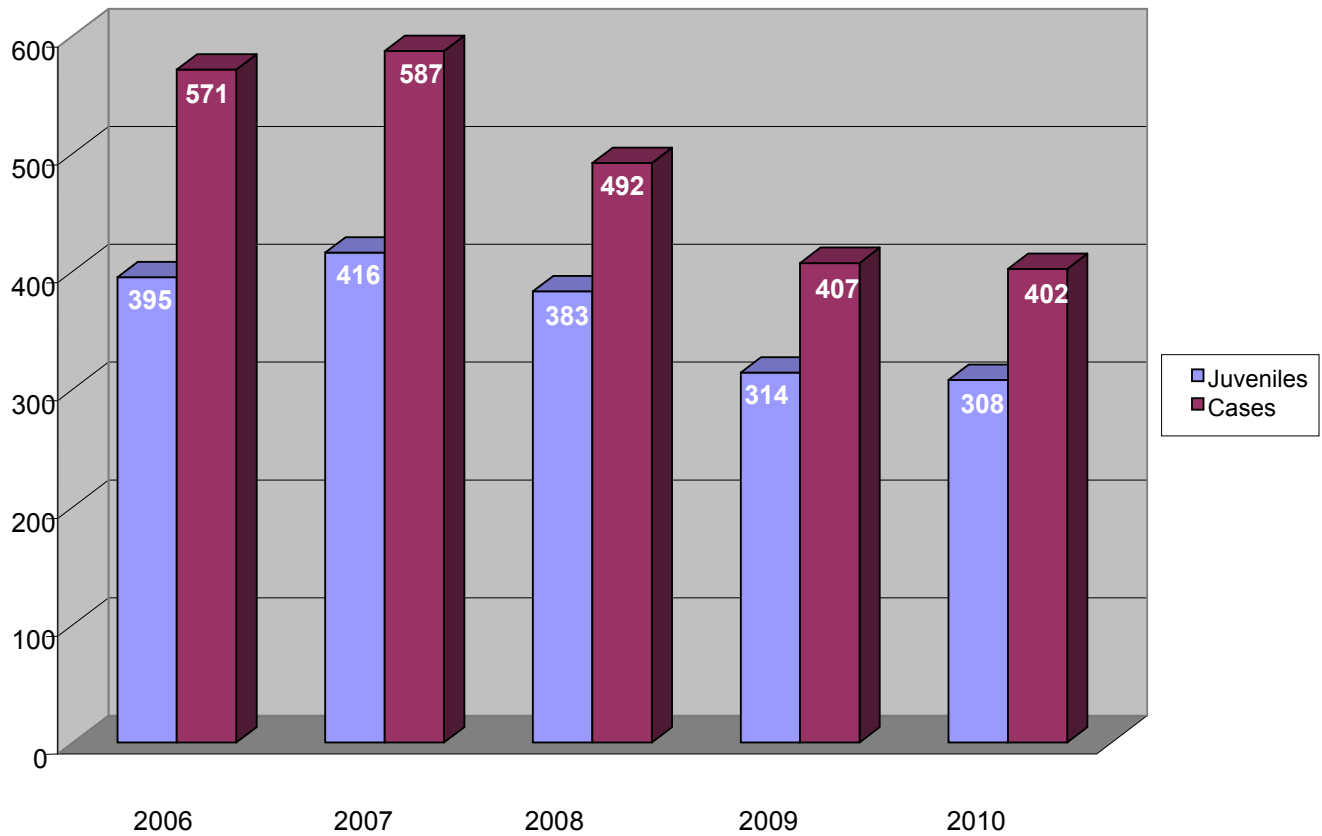
Safe Schools

We are fortunate to maintain a Safe Schools 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 expanded to Zimmerman Schools in January 2007. The Sherburne County Probation Department then expanded 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.

In August 2010, Sherburne County Probation hosted the third annual county-wide Safe Schools gathering. This venue provides an opportunity for Safe Schools participants throughout the county to come together for a time of education and networking.

Juvenile Population



The above numbers reflect the juveniles that have received diversionary services and/or been under probation supervision. Juveniles receiving diversionary services and/or under probation supervision has continued to decrease, reflecting the trend throughout the State of Minnesota over the past several years.

Of the 104 YLS assessments completed in 2010, 55 juveniles were placed on low supervision, 48 on medium supervision, and 1 on high supervision.

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

&

Juvenile Contact Levels for Supervision

Risk Level	Contact Level	Required Supervision Contact
<p style="text-align: center;">High (23-42)</p> <p style="text-align: center;"><i>Case Plan Required (23-34)</i> <i>No Case Plan Required (35-42)</i></p>	<p style="text-align: center;">High</p>	<p style="text-align: center;">Minimum of bi-monthly face-to-face contact (23-34) Minimum of weekly face-to-face contact (35-42)</p>
<p style="text-align: center;">Moderate (13-22)</p> <p style="text-align: center;"><i>Case Plan Required</i></p>	<p style="text-align: center;">Medium</p>	<p style="text-align: center;">Minimum of one face-to-face contact per month</p>
<p style="text-align: center;">Low (0-12)</p> <p style="text-align: center;"><i>No Case Plan Required</i></p>	<p style="text-align: center;">Admin</p>	<p style="text-align: center;">Minimal Contact</p>
<p style="text-align: center;">Pre Screen (0-2)</p> <p style="text-align: center;"><i>No YLS/CMI or Case Plan Required</i></p>	<p style="text-align: center;">Admin</p>	<p style="text-align: center;">Minimal Contact</p>

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

Department Programs/Services

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: submitting to a urinalysis/breath test; update status of employment, school or residence; and/or provide verification of program completion.

Awareness Panel

The two-hour program is facilitated by Shawna Bottiger. Shawna, whose father was killed by a drunk driver, manages the program schedule, timing, introductions, etc. The cost of the program in 2010 was \$50.00 per participant and it 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 speakers who deliver a firsthand account of their experiences, either as a victim or an offender. Presentations are candid and provide an account of being on either side of the death, injury and/or trauma inflicted by or upon them and their loved ones as a result of drunk driving.

DWI offenders have no interaction or dialogue with the panel speakers during the presentation; however, they do have an opportunity after the program to converse with the speakers.

The goals of the program are:

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

In 2010, 238 DWI offenders completed the Awareness Panel. Of those 238 offenders, none have been convicted of a new alcohol related driving offense since completing the program.

Since 2009, 537 DWI offenders have completed the program. Of those, 515 (96%) have not been convicted of a new alcohol related driving offense since completing the program.

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 per participant and it 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 2010, 69 juveniles and young adults completed the program. Of those, 62 (90%) have not been adjudicated or convicted of a new moving violation since completing the program.

Since 2009, 138 juveniles and young adults have completed the program. Of those, 106 (77%) have not been adjudicated or convicted of a new moving violation since completing 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 per participant and it 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 of the myths, misconceptions 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 2010, 101 juveniles completed the program. Of those 101 juveniles, 81 (80%) have not been adjudicated for a new substance related offense since completing the program.

Since 2009, 221 juveniles have completed the program. Of those, 159 (72%) have not been adjudicated for a new substance related offense since completing 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.

The Sherburne County Probation Department contracts 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 per participant.

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 2010, 30 adult offenders successfully completed the program. Of those 30 offenders, 27 (90%) have not been convicted of a new misdemeanor, gross misdemeanor, or felony offense since completing the program.

Since 2009, 63 adult offenders have successfully completed the program. Of those, 57 (91%) have not been convicted of a new misdemeanor, gross misdemeanor, or felony offense since completing the program.

In 2010, 19 juvenile offenders successfully completed the program. Of those 19 offenders, 18 (95%) have not been adjudicated of a new misdemeanor, gross misdemeanor, or felony offense since completing the program.

Since 2009, 38 juvenile offenders have successfully completed the program. Of those, 32 (84%) have not been adjudicated of a new misdemeanor, gross misdemeanor, or felony offense since completing the program.

Juvenile Theft Prevention Program

The two-hour Theft Prevention Program is facilitated by Probation Officers Jennifer Baker and Teresa Becker. The cost of the program is \$50.00 per participant 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 2010, 68 juveniles completed the program. Of those 68 juveniles, 64 (94%) have not been adjudicated of a new theft related offense.

Since 2009, 141 juveniles have completed the program. Of those, 132 (94%) have not been adjudicated of a new theft related offense.

AA Orientation Program

In 2010, the Probation Department implemented an AA Orientation program. The one hour, eight week program is offered four times per year. Sessions are facilitated by local AA volunteers. The cost of the program is \$25.00 per participant and an AA Big Book is offered to those who participate in the program.

The goals of the program are:

- To provide positive exposure to the concepts of AA.
- To provide a means of transition to AA for the offender.

In 2010, 8 offenders completed the program.

Juvenile Diversion Program

Juvenile diversion is facilitated and supervised by Mary Massmann, Probation Officer. The Juvenile Diversion Program is offered to juveniles for first time, low-level offenses. All juveniles in the program are referred by the County Attorney's office. Successful completion of the diversion program allows the juvenile to avoid prosecution, the formal court process, and a legal record. Diverting low risk offenders from the formal juvenile court process can improve outcomes and reduce costs, while holding youth accountable and protecting public safety. The requirements of a diversion may include: an education program, restitution, community work service, apology letter, evaluation(s) and/or counseling.

In 2011, the department began tracking juveniles referred to the Juvenile Diversion Program. In future reports outcomes regarding successful completion and recidivism will be recorded.

Pretrial Conditional Release Supervision Program

In 2010 the department implemented a formal Pretrial Conditional Release Supervision Program. The program provides intensive supervision of high risk pretrial defendants residing in Sherburne County. Defendants placed on the Pretrial Conditional Release Supervision Program are supervised by Probation Officers Vicki Netjes and Brent Schmidt. This program fits with our mission in that it enhances public safety, and it is relatively unique in that most counties in the State do not have formal pretrial supervision programs.

Defendants placed on conditional release supervision are required to sign a conditional release agreement outlining the program expectations. Defendants are also required to maintain weekly contact with their probation officer. Contacts occur during non-traditional hours, including nights and weekends, at the defendant's residence, place of employment and the probation department's day reporting center.

Intensive Supervision Program (ISP)

The program complies with MN Statute 169A.74 and provides supervision of gross misdemeanor, DWI offenders who have been convicted of three or more DWI offenses within ten years.

Probation Officers Brent Schmidt and Vicki Netjes provide supervision of all ISP offenders. ISP 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 must comply with a daily curfew, complete the 10 week Adult Cognitive Restructuring Program, and complete 30 days of alco-sensor monitoring per year.

In 2010, 12 offenders successfully completed the Intensive Supervision Program. Of those, none have been convicted of a new DWI since completing the program.

Since 2008, 47 offenders have successfully completed the Intensive Supervision Program. Of those, 46 (98%) have not been convicted of a new DWI offense since completing the program.

Monitoring Services

The department provides monitoring services for both adults and juveniles. Probation Officers Vicki Netjes and Brent Schmidt supervise and monitor these offenders through use of Home Electronic Monitoring (HEM), Remote Electronic Alcohol Monitoring (REAM) and Global Positioning Satellite (GPS). The department maintains a 24/7/365 on-call procedure whereby a Sherburne County Probation Officer is notified immediately of any alleged violations. Violations that may result in the issuance of an apprehension and detention order must be discussed with a department supervisor and approved by the Director.

The Probation Department is a recipient of the Minnesota Department of Corrections Remote Electronic Alcohol Monitoring (REAM) Grant. The department receives \$12,000 a year to provide alcohol monitoring services to adult offenders. If the court determines an offender qualifies for a Public Defender they are also eligible for a subsidy from REAM Grant funds. If it is determined the offender is indigent and does not have the ability to pay for remote electronic alcohol monitoring, the department provides a REAM subsidy up to 100% of the monitoring cost. Offenders not REAM Grant eligible, pay the entire cost of the monitor. Remote electronic alcohol monitoring enables offenders to be released from custody, while ensuring diligent monitoring of their sobriety.

In 2010, the department provided monitoring services to 155 adults and juveniles; 124 of the 155 received remote electronic alcohol monitoring services.

In 2010, the average blood alcohol concentration (BAC) of offenders sentenced in Sherburne County was .16 compared to the National average of .17. BAC levels ranged from .08 to .35.

Community Policing Program

The Sherburne County Probation Department maintains a unique, one of a kind Community Policing Program. It is a collaborative effort that includes all Sherburne County law enforcement agencies and the local Minnesota Department of Corrections agents. Through secure access on our department's website (<http://172.19.19.2/probation/index.php>) each local Sherburne County law enforcement agency can access and view all offenders residing in their city that have been assessed as high risk, are in the Intensive Supervision Program (ISP), or on pretrial conditional release supervision.

The information available includes: the offender's name, date of birth, current address, photo, conditions of supervision and contact information for the offender's supervising probation/parole officer.

The purpose of the information provided is to familiarize law enforcement with the high risk offenders residing in their community, and any restrictions they may have (such as no use/possession of alcohol, current no contact orders, etc). We encourage law enforcement to contact us at the numbers provided anytime they have questions regarding an offender, so that we may collaborate to enhance public safety.

On-line Department Fugitive List

The department has a website (<http://172.19.19.2/probation/openWarrants/index.php?alpha=a>) that lists all offenders with an active probation violation warrant. The site alphabetically lists the offender's name, their present offense, photo and full physical description. The site has proven to be very effective in apprehending fugitives. Between January 1, 2010 and December 31, 2010, 40 fugitives were apprehended as a result of being posted on the site.

Intern/Volunteer Opportunities

The Probation Department has formal intern and volunteer opportunities for qualified applicants. All applicants must complete a Sherburne County application on the county's website (<http://agency.governmentjobs.com/sherburne/default.cfm?transfer=1>) and an oral interview, pass a legal history check, complete training/orientation and abide by all Sherburne County and probation department policies and procedures.

Interns

The Probation Department offers opportunities for students interested in a career in corrections. Our goal is to offer an individualized learning experience to help students achieve their academic needs/goals.

Department internship opportunities are available to junior/senior students, with a criminal justice major or related field, who are enrolled in a college or university that offers course credit for internships. Interns must complete a minimum of 400 hours. Subject to acceptance and availability, the department provides a comprehensive and rewarding intern experience.

Volunteers

The Probation Department recognizes volunteers are an essential and valuable resource. They assist the department in accomplishing its mission.

In 2010, the department had five volunteers who completed 436 hours.

Financial

The Sherburne County Probation Department continues to work toward reducing the levy amounts for Sherburne County taxpayers and fortunately the correctional fees offset the less than 50 percent County Probation Officer (CPO) reimbursement that the county receives from the State for probation officer salaries and fringe benefits.

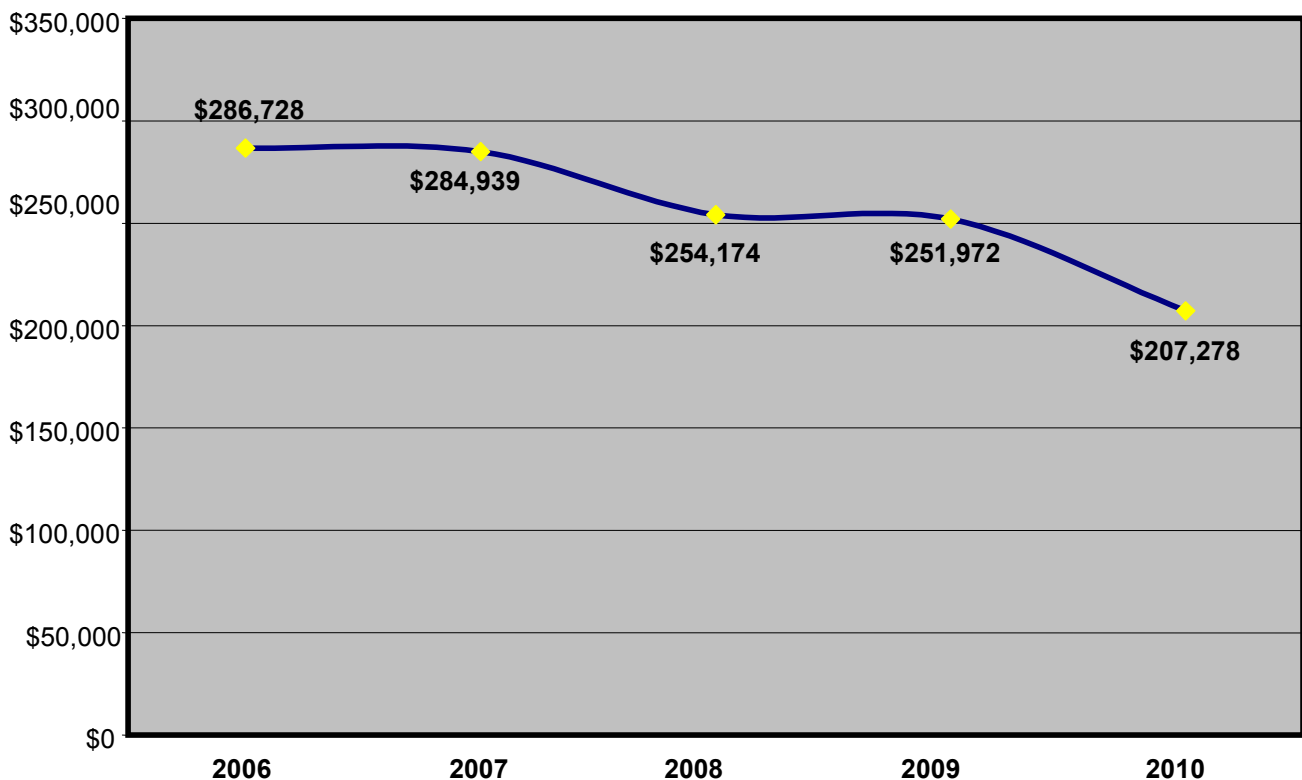
Per M.S. 244.18, the Sherburne County Probation Department does charge fees to defray the cost of providing correctional services. Per Subd. 4, the director may waive payment of the fee if the supervising probation officer determines that the offender does not have the ability to pay the fee, the prospects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

In that correctional fees are not court ordered, failure to pay fees or complete community work service and/or work crew in lieu of fees does not constitute a violation of the offender's probation. When offenders fail to pay their correctional fees, or complete community work service and/or work crew in lieu of the fees, the unpaid fees are referred to the State of Minnesota for Revenue Recapture. In 2010, the department collected \$207,278 in correctional fees, with a year ending outstanding balance of \$336,001.70.

In 2010, adult offenders completed 2,002 hours of community work service and 285 hours of work crew, totaling \$22,870.00, in lieu of paying assessed probation fees.

In 2010, juvenile offenders completed 430 hours of community work service and 1,143 hours of work crew, totaling \$15,730.00, in lieu of paying assessed probation fees.

Correctional Fees Collected for Service



On January 1, 2010, the department instituted the following fee schedule. Offenders are assessed an annual fee based on their supervision level as determined by their validated risk/needs assessment.

**SHERBURNE COUNTY PROBATION DEPARTMENT
2010 Local Correctional Fee Schedule per M.S. 244.18**

CORRECTIONAL SERVICE	FEE
<p>Supervision Fees are assessed annually based on offender's level of supervision as determined by their LSI-R or YLS/CMI scores.</p> <p>Adult: Pretrial Conditional Release Supervision \$ 120.00 Intensive Supervision Program (ISP) \$ 450.00 High \$ 200.00 Medium \$ 150.00 Low \$ 100.00 Administrative \$ 75.00 Transfer Out (any level) \$ 100.00</p> <p>Juvenile: High \$100.00 Medium \$ 75.00 Low \$ 50.00 Minimum \$ 30.00 Transfer Out (any level) \$ 30.00</p>	
<p>Electronic Monitoring: House Arrest with Home Electronic Monitoring (HEM) \$ 15.00 / day House Arrest with Alcohol Monitoring & Home Electronic Monitoring (HEM) \$ 20.00 / day Pre-Trial Electronic Alcohol Monitoring \$ 15.00 / day Post-Sentence Electronic Alcohol Monitoring \$ 15.00 / day Curfew Calls \$ 15.00 / day</p>	
<p>Alcohol – DNA - Drug Testing (In House): Urine Test \$ 15.00 PBT \$ 5.00 DNA Swab \$ 10.00</p> <p>Alcohol – Drug Testing (RSI): Urine Test \$ 15.00 PBT \$ 5.00</p>	
<p>Program Fees: Awareness Panel \$ 50.00 Theft Awareness \$ 50.00 Drug Education \$ 50.00 Alive 25 \$ 75.00 Adult Cognitive Restructuring Program \$150.00 Juvenile Cognitive Restructuring Program \$ 75.00</p>	
<p>Assessment Fees: Chemical Use Assessment \$100.00 Domestic Abuse Assessment \$100.00 Pre-Sentence Investigation \$100.00</p>	
<p>Misc. Fees: Copies (100 or fewer copies) .25¢ / page Research/Copies (charged at an hourly rate) To be determined</p>	

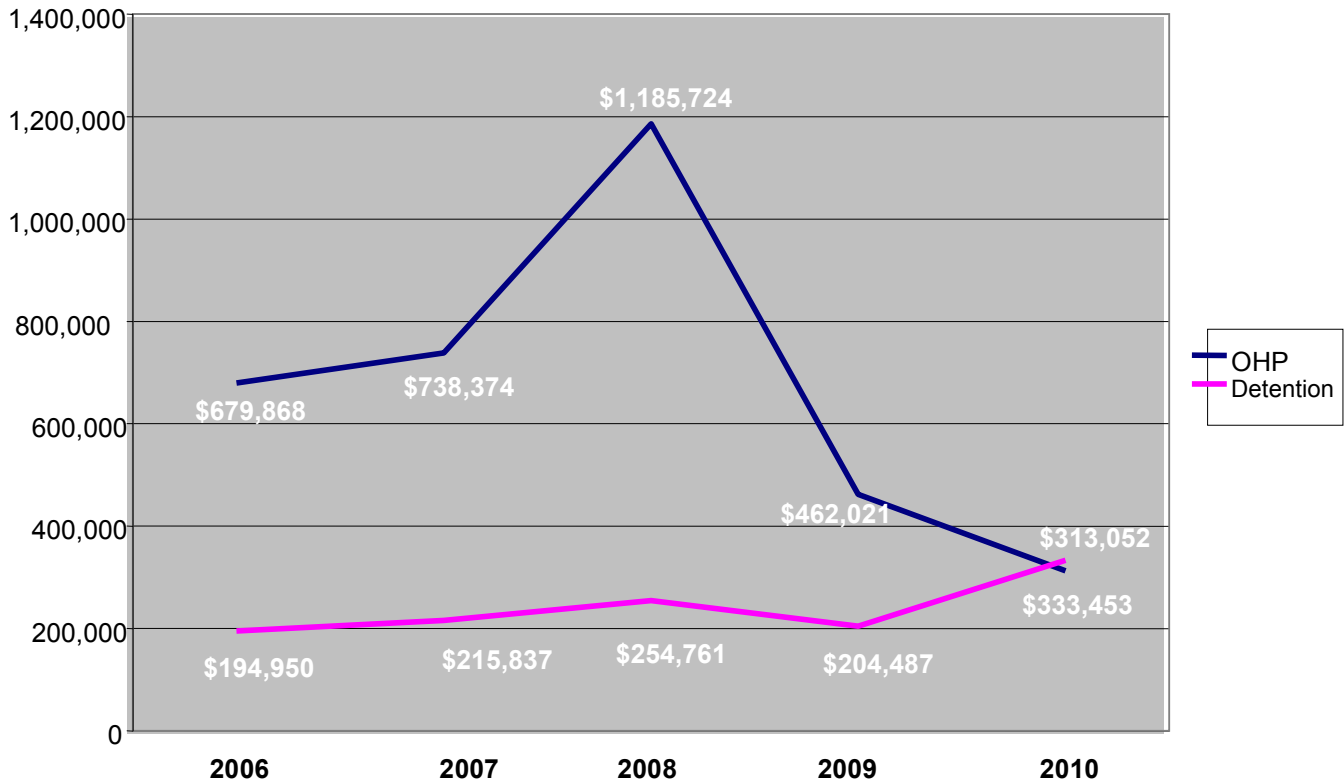
Probation Out-of-Home Placement (OHP) Costs

The Probation Department's OHP expenses are included in Health and Human Services overall budget. The Probation Department provides input regarding projected probation OHP costs to which Health and Human Services is the fiscal host.

Per M.S. 260.B157 Subd. 3, the Probation Department and Health and Human Services have an established and formalized 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 communicates, coordinates and collaborates with Health and Human Services to attempt to reduce overall OHP costs while continuing to provide protection to the community and provide appropriate evidence based community-based services/referrals to youth at risk.

Since 2008, the Probation Department has been very successful in reducing our portion of OHP expenses. The Probation Department's 2010 OHP expenses were the lowest they have been in the past five years. The department was \$536,944 under budget for OHP, and \$73,383 under budget for detention, totaling \$610,377 in budget savings.



Evidence Based Principles and Outcome Measures

As previously noted, evidence based practices have been shown through research to reduce recidivism and are a primary tenet of the department's mission. 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 their effectiveness.

Minnesota's statewide probation outcomes effort 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. Agencies involved include 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

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 % 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

Ensuring Community Safety

Of the juvenile offenders on probation in 2010, 94% had not been adjudicated of a new misdemeanor, gross misdemeanor or felony offense while under supervision.

Of the adult offenders on probation in 2010, 92% had not been convicted of a new misdemeanor, gross misdemeanor or felony offense while under supervision.

Restoration of Victim

It continues to be the goal of the Probation Department to increase both adult and juvenile restitution collection to a minimum of 75% prior to expiration of the offender's probation.

In 2010, the total amount of restitution ordered for supervised, adult offenders was \$318,209.00. The total amount of restitution payments received in 2010 was \$223,230.00 (70%), leaving an outstanding balance of \$94,979. All unpaid adult restitution is referred to collections through court administration. We did not reach our goal of 75% collection in 2010; however, we did increase the collection rate by 8%.

In 2010, the total amount of restitution ordered for supervised, juvenile offenders was \$60,908.00. The total amount of restitution payments received in 2010 was \$23,291.00 (38%), leaving an outstanding balance of \$37,617. We did not reach our goal of 75% collection in 2010; however, we did increase the collection rate by 9%.

In a continual effort to provide evidence based restorative practices, the department maintains a Juvenile Restitution Reimbursement Program to allow 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 budgeted \$2,000 to be utilized for juvenile offenders who are court ordered to pay restitution. Juveniles may complete up to 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 earns \$10.00 per hour, up to \$100.00; and the amount earned will be credited toward their restitution obligation. Under certain circumstances, juveniles may be eligible to work additional hours with supervisor approval.

Restoration of Community

Sherburne County has a work crew program facilitated by the Sheriff's Department. The Probation Department also utilizes community sites/resources for offender community work service as a way to develop and foster relationships.

In 2010, 9,461 adult work crew hours were completed through the Sheriff's Department; and an additional 5,117 adult community work service hours were completed for a dollar value of \$145,780.00.

In 2010, 3,874 juvenile work crew hours were completed through the Sheriff's Department; and an additional 1,027 juvenile community work service hours were completed for a dollar value of \$49,010.00.

Development of Offender Competencies and Assisting in Offender Change

As part of our movement toward evidence based practices, the department completes validated risk/needs assessments on all adult gross misdemeanor offenders, adult misdemeanor offenders at officer discretion, and delinquent juvenile offenders. The department supervises offenders by their risk and needs rather than by the offense they committed and/or the court ordered conditions.

Of the 1,935 adult offenders that were under supervision on December 31, 2010, 1,218 reported their education status. Of the 1,218 who reported their status, 111 were attending some form of education, 9 were not attending any form of education, 201 had dropped out of school, 7 were expelled and 890 had graduated from some level of education.

Of the 1,935 adult offenders that were under supervision on December 31, 2010, 1,228 reported their employment status. Of the 1,228 who reported their status, 563 were employed full-time, 135 were employed 21-35 hours per week, 69 were employed less than 20 hours per week, 44 were seasonally employed/laid-off, 46 were disabled, 15 were retired, 21 were homemakers and 315 were unemployed.

Of the 308 juvenile offenders that were under supervision on December 31, 2010, 281 reported their education status. Of the 281 who reported their status, 270 were attending some form of education, 5 were not attending any form of education, 3 had dropped out of school, 0 were expelled and 3 had graduated from some level of education.

Of the 308 juvenile offenders that were under supervision on December 31, 2010, 284 reported their employment status. Of the 284 who reported their status, 3 were employed full-time, 19 were employed 21-35 hours per week, 28 were employed less than 20 hours week, 5 were seasonally employed/laid-off, and 229 were unemployed.