



Sawyer County

Agenda

Criminal Justice Coordinating Council Meeting

Thursday, October 21, 2021 @ 12:00 PM

Assembly Room/Virtual Meeting

Revised: Tuesday, October 19, 2021 9:33 AM

Page

1. CALL TO ORDER

- a. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to: <https://zoom.us/j/95808119460> You can also use the dial in number for listening only at 1-312-626-6799 with the Webinar ID: 958 0811 9460. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial *9 and wait to be recognized.

2. ROLL CALL

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

4. MEETING AGENDA

5. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Committee on items not on the agenda. Please adhere to the following when addressing the Board:
 - Comments will be limited to 3 minutes or less per individual.
 - Comments should be directed to the Committee as a whole and not directed to individual Board members.
 - The Committee cannot respond to your comments during this time.
 - Please sign in and fill out a public comment sheet if you wish to speak on an item.

6. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

- a. [9.9.21 CJCC Minutes DRAFT](#)

7. CRIMINAL JUSTICE COORDINATOR

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- a. Planning Grant Update
 - [1\) Egrants Printed Application](#)
 - [2\) Sawyer County Hybrid Treatment Court Timeline](#)
 - [3\) Sawyer County Diversion Timeline](#)
 - [4\) Hybrid Treatment Court Project Design Table](#)
 - [5\) Hybrid Treatment Court Goals and Objectives](#)
 - [6\) Diversion Program Project Design Table - 2022](#)
 - [7\) Diversion Goals and Objectives](#)

8. 2022 BUDGET STATUS

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- a. [2022 Criminal Justice Committee Budget](#)

9. COMMUNITY SERVICES UPDATES

- a. Greater Hayward Area House of Hope
- b. LCO Women's Shelter Update
- c. LCO Men's Shelter Update

10. FUTURE AGENDA ITEMS

11. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY

DISCLAIMER:

A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice and agenda) will take any official action with respect to this noticed meeting.

Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

Mission Statement: The Sawyer County Board of Supervisors will strive to provide excellent services and responsible leadership to protect and enhance Sawyer County citizens, businesses, and resources, while preserving our unique heritage.

**Minutes of the September 9th meeting of the Sawyer County
Criminal Justice Coordinating Committee
Of the Sawyer County Board of Supervisors
Assembly Room; Sawyer County**



Voting Committee Members Present:

- ☒ Chair: **James Schlender**
- ☒ Lorraine Gouge
- ☐ Marc Helwig
- ☒ Gary Hilgendorf
- ☒ Tom Hoff
- ☒ Jeff Johnson
- ☒ Kathy McCoy - Virtual
- ☒ Doug Mrotek
- ☒ Bruce Poquette @ 12:14 pm
- ☐ Ryan Reid
- ☐ Jeff Schley
- ☒ Tweed Shuman – Vice Chair
- ☐ John Yackel
- ☐ Elaine Smith

Others Present:

Mike Coleson
Lynn Fitch
Niki Leicht
Melissa Fisher
Elizabeth Rice
Jason Flemming
Mark Stoner
Linda Zillmer

Call to Order – Chair James Schlender called the meeting to order at 12:00 pm.

Certification of Compliance with the open meeting law was met. Roll Call was taken. Quorum was met.

Meeting Agenda

Public Comments

Minutes from previous meeting – A motion was made by Mr. Hoff; second by Mr. Shuman to accept the minutes of the August 11, 2021, meeting as presented. Motion carried without negative vote.

Criminal Justice Coordinator update – Ms. Fisher presented the recent monitoring statistics: 85 on pre-trial; 93 receive over-capacity memo; 4 on electronic monitoring and 1 on alcohol monitor. Ms. Leicht advised that the CJCC TAD grant work group has been meeting but are concerned about moving forward with submitting the TAD grant request due to lack of referrals to show progress. A review of the successes and shortcomings of the program was shared. Mr. Hoff made a motion that the group move forward with submitting a planning grant instead of the drug-treatment court grant; second by Lt. Johnson. A hand-vote was taken and all nine members voted “aye”. Motion carried without negative vote.

Community Services Update – Mr. Hilgendorf reported on success at the Greater Hayward House of Hope; one graduate who is getting a job, two others in the house now doing very well and a waiting list has been developed. Ms. Rice advised that though the women’s shelter has been open only a month, the numbers are showing progress and many are maintaining sobriety. The house can hold 33 residents and are fully-staffed 24/7. Mr. Flemming and Mr. Stoner reported on several activities starting including a *Pathways to Healing* Community Event to be held at the Casino on September 22, from 9am to 5pm. All are invited.

Meeting Date/Time – The next meeting of the Criminal Justice Coordinating Committee will be Wednesday, October 13, at 12:00 pm in the Assembly Room.

Meeting adjourned at 1:02 pm
Minutes recorded by Lynn Fitch, County Clerk

WISCONSIN DEPARTMENT OF JUSTICE

Applicant Hereby Applies to the DOJ for Financial
Support for the Within-Described Project:

SUBGRANT #: 17005

DOJ USE ONLY

<u>Receipt Date</u>	<u>Award Date</u>	<u>Subgrant Number(s)</u>
		-- 17005

SHORT TITLE: Sawyer County Diversion and Hybrid Treatment Court

1. Type of Funds for which you are applying.	Treatment Alternatives and Diversion (TAD) (St. TD) Treatment Alternatives and Diversion 2022																				
2. Applicant	<table border="1"> <tr> <td>Name Of Applicant:</td><td colspan="2">County: Sawyer</td></tr> <tr> <td colspan="3">Sawyer County Sheriff's Department</td></tr> <tr> <td colspan="3">Street Address: 15880 East 5th Street</td></tr> <tr> <td colspan="2">Address Line 2:</td><td>Address Line 3:</td></tr> <tr> <td>City: Hayward</td><td>State: WI</td><td>Zip: 54843-6534</td></tr> </table>			Name Of Applicant:	County: Sawyer		Sawyer County Sheriff's Department			Street Address: 15880 East 5th Street			Address Line 2:		Address Line 3:	City: Hayward	State: WI	Zip: 54843-6534			
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Address Line 2:		Address Line 3:																			
City: Hayward	State: WI	Zip: 54843-6534																			
3. Recipient Agencies	Sawyer County Sheriff's Department																				
4. Signatory	<table border="1"> <tr> <td>Name:</td><td colspan="2">Title: County Board Chair</td></tr> <tr> <td>Chairman Tweed Shuman</td><td colspan="2">Agency: Sawyer County</td></tr> <tr> <td colspan="3">Street Address: 10610 MAIN ST</td></tr> <tr> <td colspan="2">Address Line 2:</td><td>Addr Line 3:</td></tr> <tr> <td>City: Hayward</td><td>State: WI</td><td>Zip: 54843-0836</td></tr> <tr> <td>Phone: 715-638-3223</td><td>Fax:</td><td>Email: rose.lillyroot@sawyercountygov.org</td></tr> </table>			Name:	Title: County Board Chair		Chairman Tweed Shuman	Agency: Sawyer County		Street Address: 10610 MAIN ST			Address Line 2:		Addr Line 3:	City: Hayward	State: WI	Zip: 54843-0836	Phone: 715-638-3223	Fax:	Email: rose.lillyroot@sawyercountygov.org
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6. Project Director	<table border="1"> <tr> <td>Name:</td><td colspan="2">Title: Administrator</td></tr> <tr> <td>Mr. Tom Hoff</td><td colspan="2">Agency: Sawyer County Sheriff's Department</td></tr> <tr> <td colspan="3">Street Address: 15880 East 5th Street</td></tr> <tr> <td colspan="2">Address Line 2:</td><td>Addr Line 3:</td></tr> <tr> <td>City: Hayward</td><td>State: WI</td><td>Zip: 54843-6534</td></tr> <tr> <td>Phone: 715-638-3245</td><td>Fax:</td><td>Email: Tom.Hoff@sawyercountygov.org</td></tr> </table>			Name:	Title: Administrator		Mr. Tom Hoff	Agency: Sawyer County Sheriff's Department		Street Address: 15880 East 5th Street			Address Line 2:		Addr Line 3:	City: Hayward	State: WI	Zip: 54843-6534	Phone: 715-638-3245	Fax:	Email: Tom.Hoff@sawyercountygov.org
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7. Brief Summary of Project (Do Not Exceed Space Provided)	Short Title (may not exceed 50 characters) Sawyer County Diversion and Hybrid Treatment Court Sawyer County seeks to establish a Diversion Program and a Hybrid Treatment Court targeting individuals whose criminal justice involvement is driven by alcohol or other substance abuse needs using TAD funding. This application seeks to apply for Category 1: Planning and Implementation. The first six months of the grant period will focus on implementation strategies designed to prevent implementation failure and the development a cohesive collaborative advisory team. The implementation strategies will include the development of a criminal justice system map, logic models, SWOT analysis, gap analysis and work plan for implementation. These efforts will be led by a Technical Assistance provider with experience from the National Institute of Corrections (NIC) Evidenced Based Decision Making Initiative and include all of the Sawyer County Criminal Justice Council stakeholders. Once the implementation period is complete it is expected that the Diversion Program and Hybrid Court will be launched on July 1st, 2022.																				

8. SubGrant Budget

Categories	Sources		
	State	Cash Match (New Approp.)	Category Total
Personnel	0.00	0.00	0.00
Employee Benefits	0.00	0.00	0.00
Travel (Including Training)	10,675.00	0.00	10,675.00
Supplies & Operating Expenses	0.00	0.00	0.00
Consultants/Contractual	199,254.00	49,811.00	249,065.00
Source Total	209,929.00	49,811.00	259,740.00

9. Project Start Date: 1/1/2022

Project End Date: 12/31/2022

10. Budget Details:

Master Budgets:

By Recipient Agency	Year 1	Total
Sawyer County Sheriff's Department	259,740.00	259,740.00
Total:	259,740.00	259,740.00

Allocation/Recipient Agency: Sawyer County Sheriff's Department

Category:	Year 1	Total
Travel (Including Training)	10,675.00	10,675.00
Consultants/Contractual	249,065.00	249,065.00
Total:	259,740.00	259,740.00

11. Budget Details:

Master Budgets:**Line Item Details for** Sawyer County Sheriff's Department**YEAR 1****TRAVEL (INCLUDING TRAINING)****Justification:** Judge, District Attorney, Public Defender, Health and Human Services Director, and Probation Officer attending annual NADCP Conference. **COST**

Purpose of Travel	Treatment Court: NADCP Conference		
Location	Nashville, TN		
Item	Per Diem		
Description of your computation:	\$55 per day for meals x 5 people = \$275.00		
	Source: State		275.00
	Source: Cash Match (New Approp.)		0.00

Purpose of Travel	Treatment Court: NADCP Conference		
Location	Nashville, TN		
Item	Conference Registration		
Description of your computation:	\$745 per person x 5 people = \$3,725		
	Source: State		3,725.00
	Source: Cash Match (New Approp.)		0.00

Purpose of Travel	Treatment Court: NADCP Conference		
Location	Nashville, TN		
Item	Airfare		
Description of your computation:	235 per flight x 5 people = \$1175		
	Source: State		1,175.00
	Source: Cash Match (New Approp.)		0.00

Purpose of Travel	Treatment Court: NADCP Conference		
Location	Nashville, TN		
Item	Hotel		
Description of your computation:	Gaylord Conference Center \$275 per night x 4 nights x 5 people = \$5,500		
	Source: State		5,500.00
	Source: Cash Match (New Approp.)		0.00

Travel (Including Training)	Year 1 Total:	10,675.00
CONSULTANTS/CONTRACTUAL - CONSULTANT		

Justification:

COST

Name / Position	Diversion and Treatment Court: Technical Assistance Provider
Service Provided	Provide Technical Assistance to both Diversion and Treatment Court 6 month Planning Phase

Description of your computation:	125/hr x 2 meetings per month x 2 hours per meeting x 2 hours prep time per meeting x 6 months =	
	Source: State	6,000.00
	Source: Cash Match (New Approp.)	0.00

Name / Position	Diversion: Case Manager
Service Provided	Case Management for Diversion Clients

Description of your computation:	(21.63/hr x 40 hours x 52 weeks = 45,000) + \$3,443 FICA + \$8,500 Health Insurance + \$391 Life Insurance + \$325 Liability Insurance + \$343 Unemployment Compensation + \$175 Workers Compensation = \$58,177	
	Source: State	58,177.00
	Source: Cash Match (New Approp.)	0.00

Name / Position	Diversion: Drug Testing Technician
Service Provided	Drug Testing Diversion

Description of your computation:	(18.27/hr x 40 hours x 52 weeks = \$38,000) + \$2,907 FICA, \$8,500 Health Insurance + \$391 Life Insurance + \$325 Liability Insurance + \$343 Unemployment Compensation + \$175 Worker's Compensation = \$50,641/2 = \$25,321	
	Source: State	25,321.00
	Source: Cash Match (New Approp.)	0.00

Name / Position	Treatment Court: Hybrid Treatment Court Coordinator
Service Provided	Oversight of the Treatment Court

Description of your computation:	(25.00/hour x 40 hours x 52 weeks= \$52,000) + \$3,978 FICA + \$8,500 Health Insurance + \$391 Life Insurance + \$325 Liability insurance + \$343 Unemployment Compensation + \$175 Workers Compensation = \$67,712	
	Source: State	65,712.00
	Source: Cash Match (New Approp.)	0.00

Name / Position	Treatment Court: Peer Support Specialist
Service Provided	Provides peer recovery support services to Treatment Court participants
Description of your computation:	(18.27/hr x 40 hours x 52 weeks = \$38,000) + \$2,907 FICA, \$8,500 Health Insurance + \$391 Life Insurance + \$325 Liability Insurance + \$343 Unemployment Compensation + \$175 Worker's Compensation = \$50,641/2 = \$25,321
	Source: State 25,321.00
	Source: Cash Match (New Approp.) 0.00

Consultants/Contractual - Consultant Year 1 Total: 180,531.00

CONSULTANTS/CONTRACTUAL - PRODUCT/SERVICE

Justification: **COST**

Consultant	Diversion and Treatment Court: Contracted Administrative Rate
Item	Admin Rate
Description of your computation:	Total Contractual Budget = \$199,254 x .20 admin percentage rate = \$39,851
	Source: State 0.00
	Source: Cash Match (New Approp.) 39,851.00

Consultant	Diversion and Treatment Court: Contracted Employee Accounting fees
Item	Accounting fees per contracted employee
Description of your computation:	1200/FTE x 4 FTE = \$2,400
	Source: State 4,800.00
	Source: Cash Match (New Approp.) 0.00

Consultant	Diversion and Treatment Court: Contracted Employee Equipment
Item	Laptop computers
Description of your computation:	1200 per laptop x 4 laptops = \$4800
	Source: State 4,800.00
	Source: Cash Match (New Approp.) 0.00

Consultant	Diversion and Treatment Court: Contracted Employee Software Licenses
Item	NorthPointe, Relias, Concur, PCS
Description of your computation:	417/FTE x 4 FTE = \$1668
	Source: State 1,668.00

Source: Cash Match (New Approp.) 0.00

Consultant	Diversion and Treatment Court: Rent for Contracted Employees
Item	Office space, desks, chairs
Description of your computation:	\$830 per month x 12 months = \$9,960
	Source: State 0.00
	Source: Cash Match (New Approp.) 9,960.00

Consultant	Treatment Court: Contracted Employee Dues/Fees
Item	NADCP Membership
Description of your computation:	\$60 per person x 2 people = \$120
	Source: State 120.00
	Source: Cash Match (New Approp.) 0.00

Consultants/Contractual - Product/Service Year 1 Total: 61,199.00

CONSULTANTS/CONTRACTUAL - TRAVEL

Justification: **COST**

Consultant	Diversion and Treatment Court: TAD Meeting Coordinator and Diversion Case Manager
Location	Madison, WI
Item	Mileage to Madison from Hayward
Description of your computation:	281.7 miles x roundtrip x .51 = \$287
	Source: State 287.00
	Source: Cash Match (New Approp.) 0.00

Consultant	Treatment Court: Hybrid Treatment Court Coordinator/Peer Support
Location	Nashville, TN
Item	NADCP Conference Per Diem
Description of your computation:	\$55 per day x 4 days x 2 people = \$440
	Source: State 440.00
	Source: Cash Match (New Approp.) 0.00

Consultant	Treatment Court: Hybrid Treatment Court Coordinator/Peer Support
Location	Nashville, TN
Item	NADCP Conference Registration
Description of your computation:	\$745/person x 2 people =
	Source: State 1,490.00
	Source: Cash Match (New Approp.) 0.00
Consultant	Treatment Court: Hybrid Treatment Court Coordinator/Peer Support
Location	Sawyer County
Item	Participant Site Visits
Description of your computation:	200 miles per month x .51 per mile x 12 month x 2 FTE = \$2448.00
	Source: State 2,448.00
	Source: Cash Match (New Approp.) 0.00
Consultant	Treatment Court: Hybrid Treatment Court Coordinator/Peer Support
Location	Nashville, TN
Item	NADCP Conference Airfare
Description of your computation:	235/flight x 2 people = \$470
	Source: State 470.00
	Source: Cash Match (New Approp.) 0.00
Consultant	Treatment Court: Hybrid Treatment Court Coordinator/Peer Support
Location	Nashville, TN
Item	NADCP Conference Hotel
Description of your computation:	275/night x 4 days x 2 people =
	Source: State 2,200.00
	Source: Cash Match (New Approp.) 0.00
Consultants/Contractual - Travel	
Year 1 Total:	
7,335.00	
YEAR 1 TOTAL: 259,740.00	

12. Sections:

A BUDGET NARRATIVE

Not to exceed 6,000 characters with spaces.

Please describe in detail how your budget relates to the overall program/project strategy or implementation plan. The narrative should describe the proposed activities and budget for your 2022 program year. **For jurisdictions applying for more than one program, please clearly define which elements of your overall budget are necessary for each program.**

RESPONSE:

Travel (Including Training)

This expense is for the Treatment Court. All members of the Hybrid Treatment Court Team (Judge, District Attorney, Defense Attorney, Health and Human Services Professional, and Probation) will attend the 2022 NADCP Conference. It is important for this new team to be exposed to NADCP and it will assist with ideas for implementation and the continued strength and growth of the team. The conference costs include \$745 registration costs for 5 people. Roundtrip airfare to Nashville, TN at \$235 per flight for 5 people. Hotel rates at \$275 for 4 nights for 5 people. Wisconsin daily per diem rate of \$55 per day for 4 days for 5 people.

Consultants

Technical Assistance Provider

This expense is split equally between Diversion and Treatment Court. The hourly rate for JusticePoint, who has provided technical assistance to Sawyer County previously, is \$125 per hour. It is anticipated that both the planning teams will have monthly meetings for 2 hours each meeting for the 6 months of planning time. JusticePoint also requires two hours of prep time per meeting at an hourly rate of \$125. For a total of \$6,000 for 8 hours per month for 6 months.

Case Manager

This is a Diversion expense. The Diversion Case Manager will begin employment January 1, 2022 to assist with the planning and implementation of the Diversion program. The contractual expense for this employee is \$58,177, which includes salary amount and fringe.

Drug Testing Technician

This is a Diversion expense. The expected caseload of low to moderate risk defendants is higher than a traditional case manager, thus assistance is needed with drug testing and a drug testing technician will be hired on July 1, 2022 for implementation. The contractual expense for this employee is \$25,321, for 6 months, which includes salary and fringe.

Hybrid Treatment Court Coordinator

This is a Treatment Court expense. The Coordinator will be hired January 1, 2022 to assist with planning and implementation. This contractual expense is \$65,712, which includes salary and fringe.

Peer Support Specialist

The peer support specialist will work one on one with Treatment Court clients to get them involved in the sober and recovery community while participating in the program. This person will start with program implementation on July 1, 2022. This contractual expense is \$25,321 for 6 months, which includes salary and fringe.

Consultant Travel

TAD Meting

This is both a Diversion and Treatment Court expense. The Case Manager and Treatment Court Coordinator will drive to the annual meeting in Madison together from Hayward. This expense includes roundtrip mileage at 51 cents per mile for a total of \$287.

NADCP Conference

This is a Treatment Court expense. Both the Treatment Court Coordinator and the Peer Support Specialist will attend the 2022 NADCP conference in Nashville. Registration is \$745 x two people. Airfare is \$235 times two people. Hotel is \$275 per night for 4 nights for 2 people. Per diem is the Wisconsin daily rate of \$55 for 2 people. Total cost for this contractual expense is \$4,600.

Participant Site Visits

This is a Treatment Court expense. Both the Treatment Court Coordinator and Peer Support Specialist will travel to meet with participants for site visits and check-ins, as a key component of case management. The yearly expense is \$2,448 for 200 miles per month per person annually.

Products or Service

Accounting Fees

This expense is split equally between Diversion and Treatment Courts. An accounting fee of \$1,200 per contracted employee is charged for payroll and auditing. Total for 4 contracted employees is \$4,800.

Equipment

This expense is split equally between Diversion and Treatment Courts. A laptop is required for each contracted employee to case note, track data, and access court data. Laptops are \$1,200 each for a total of \$4,800.

Software Licenses

This expense is split equally between Diversion and Treatment Courts. Contracted employees need access to case management systems, time keeping systems, and training database systems. The cost is totaled at \$1,668 annually.

NADCP Membership

This is a Treatment Court expense. Membership dues are \$60 per person for two people, the Treatment Court Coordinator and the Peer Support Specialist.

Rent (Cash Match)

This expense is split equally between Treatment Court and Diversion. The cost of rent is paid by the County, as are the cost of desks and chairs. The total is \$9,960 per year.

Administrative Rate (Cash Match)

This is a Treatment Court and Diversion expense. An administrative rate of 20% is charged for all contractual expenses. \$21,396 for Treatment Court and \$18,455 for Diversion. This cost covers oversight, management, Human Resources, training, grant writing, and additional technical assistance.

BUDGET NARRATIVE - RELATED ATTACHMENTS:

File Name

File Description

B PROJECT DESIGN

Not to exceed 12,000 characters with spaces per program, *not* including the table(s).

An effective project design will explain how the program will address the problem identified in the problem description. The project design should highlight enhancements to a current program or explain specific plans for the design of a new treatment court or diversion program in your jurisdiction. Within this section, all proposed programs should demonstrate how the design adheres to the requirements outlined in [Wisc. Stat. 165.95](#).

*** Use the correct Project Design Table (Treatment Court or Diversion Program) linked below to report the operations of your program.**

****PLEASE NOTE: Applications that do not include a completed Project Design Table as part of this section will NOT pass to the next phase for funding consideration****

In addition to the overall description, please address the following areas based on the type of program:

For treatment courts, provide an overall description of the current operation of the court. Courts must describe how they conform to the key components or evidence-based practices for the particular court type, using the [Wisconsin Treatment Court Standards – Revised 2018](#).

Treatment courts should also address the following specific items in table format, by completing and attaching the appropriate table based on their program category:

- [Treatment Court - Project Design Table \(2022\)](#)

For diversion programs, provide an overall description of the current or planned operation of the diversion program. Programs must describe how they conform to the key components or evidence-based practices for diversion programs, using the [Wisconsin Diversion Standards](#).

Diversion programs should also address the following specific items in table format, by completing and attaching the appropriate table based on their program category:

- [Diversion Program - Project Design Table \(2022\)](#)

For jurisdictions submitting multiple programs, a table should be completed and clearly labeled for each program.

If your county or tribe has completed a system map to outline the various steps and decision points within your program(s), a copy can be attached within this section.

RESPONSE:

The Treatment Alternatives and Diversion (TAD) program was established by the State of Wisconsin to develop and implement criminal justice alternatives for nonviolent offenders with drug and/or alcohol issues. The goal of both Sawyer County's Pretrial Diversion Program and Hybrid Treatment Court is to allow for individuals whose criminal behavior is linked to substance abuse issues to avoid the traditional criminal justice process by engaging in treatment and other interventions targeted to reduce their criminogenic risks and needs.

The implementation of both Pretrial Diversion and Hybrid Treatment Court in Sawyer County represents a step stakeholders in the criminal justice system will take to provide alternative methods of case processing that address and attempt to meet the criminogenic needs of defendants in order to break the cycle of criminality.

Diversion:

The Pretrial Diversion Program will consist of a case manager from JusticePoint working closely with

defense attorneys and the District Attorney's Office (Standard #3.2) to identify potential referrals and screen and assess individuals for appropriate interventions within the diversion program (Standard #6). Success in the program will result in a dismissal of the charges.

The Diversion Program will serve persons charged with non-violent misdemeanor and felony offenses. Violent offenders will not be eligible to participate in the program. A thorough review of the individual's criminal history will also be conducted prior to being admitted into the program. Participation in the diversion is voluntary. Preliminary program eligibility will be determined by the Level of Service Inventory-Revised: Screener Version (LSI:R-SV). A score of greater than 2 will be considered for deferred prosecution agreements and the next level of screening, the full LSI-R. A score between 14 and 33 on the LSI-R indicates low-moderate to moderate risk and need. The UNCOPE will be used as substance use screening tool. A score of 2 or greater indicates possible abuse or dependency. The SOCRATES (Stages of Change Readiness and Treatment Eagerness Scale) will also be completed to determine an individual's motivation to change substance-abuse behavior and provides the case manager with useful information pertaining to treatment. The Brief Jail Mental Health Screen (BJMHS) is also completed.

These screening and assessment tools are designed to assist the case manager in developing a case plan, which will then be reviewed by defense counsel and the District Attorney's Office. If the defendant is in agreement and the District Attorney approves, a Deferred Prosecution Agreement will be drafted and signed by all parties.

The Diversion Program will also consist of Cognitive Behavioral Interventions, including Brief Intervention Tools, Carey Guides, and Cognitive Behavioral Therapy groups, facilitated by the JusticePoint case manager.

If violations occur during the program, the District Attorney and defense attorney will be notified, and the case may be required to be staffed by the diversion team. Other interventions may be considered, or the diversion term may be increased. Upon successful completion of the Deferred Prosecution Agreement conditions, the case will be dismissed by the District Attorney's Office.

Hybrid Treatment Court

The Sawyer County Hybrid Treatment Court will be comprised of an interdisciplinary team of justice system actors and representatives of the local treatment system (Key Component #10). The goal of the team is to identify the criminogenic risk and needs of moderate to high-risk substance dependent individuals and provide structured programming to mitigate the assessed level of risk while using a behavioral model of incentives and sanctions to help guide them towards sobriety and success (Marlow, 2010). Success in the program will lead to reduced recidivism among participants, provision of cost-effective yet accountable community-based alternatives to incarceration, improved public safety, and an effective manner of managing limited criminal justice and treatment resources.

While Sawyer County has not implemented their Pretrial Diversion or Hybrid Treatment Court the CJCC is committed to following evidence based practice to implement their programs. In an effort to produce the highest reduction in recidivism Sawyer County plans to target the high risk, high need population for their Hybrid Treatment Court. To accomplish this goal, the TAD Program involves two key components, screening and case management. These responsibilities will be handled largely by the Treatment Court Coordinator which will be funded through the Treatment Alternatives and Diversion Grant.

The Coordinator will be the initial point of contact for all referrals. The Coordinator will review the initial information, including age, residency and criminal history against the broadest requirement of the Treatment Court in order to determine whether the referral is in need of additional assessment. This screening process will include eliminating all referrals that do not meet the statutory guidelines as set forth in the TAD legislation. The expectation is that individuals will be referred for review at the earliest possible point (Key Component #3).

In addition to coordinating the admission process the Coordinator will be responsible for scheduling weekly staffing sessions in which the team reviews the progress of program participants and makes decision on incentives for program successes and sanctions for program noncompliance as well as for coordinating larger team meetings where program trends and policies are discussed. It is the expectation that all policies will be continually reviewed to take into consideration the outcomes of the program and emerging research in the

field of problem solving courts.

If the basic eligibility criteria are met, the Coordinator will work with the referring entity to establish a date and time to complete a full risk and needs assessment. Upon completion the Coordinator will inform the defendant if they meet the minimum requirements for a Treatment team admission review. All defendants who do not meet the risk and/or needs requirements will be referred to other more appropriate programs and services. For those that meet the risk and need eligibility requirements, the Coordinator will communicate with both the defense attorney and the District Attorney's office to ensure that a) the DA's Office is willing to consider admission to the Treatment Court and b) the DA's Office sentencing recommendation is likely to meet a minimum requirement set out by the program policy. This policy will be consistent with TAD funding goal of limiting incarceration at either the State Prison System or local jails. This policy will be developed as part of the Treatment Court Policy Manual during the Implementation Phase.

Upon receiving a positive response regarding the DA's Office's stance on the defendant's participation in the program, the DA's Office's sentencing recommendation, and the risk and needs assessment, the coordinator will compile an Admission Report summarizing information obtained during the screening and assessment process. The coordinator will schedule regular admission staffings in which they will provide an update on all referrals to the program, where pending referrals are in the admission process, and Admission Reports to the team regarding all defendants who have completed preliminary screening and are ready for a decision by the team.

In addition to the screening and coordination role, the Coordinator will also be responsible for leading the case management efforts. In this role the Coordinator will work with participants on a frequent basis in order to implement the treatment and programming plans that are created by the Treatment Court team (Key Component #1). The coordinator will monitor participants compliance with court mandated referrals, report program noncompliance to the team, work with the participants to identify and mitigate barriers to successful program completion, and participate in all Treatment Court staffings.

Case staffings will occur on a regular basis and will be an opportunity for all Treatment Court team members to help resolve barriers to success, provide incentives to participants and decide sanctions for those that are noncompliant. It is expected that this process will be nonadversarial and will include both representation from the DA's Office and defense bar (Key Component #2). Once staffings have been concluded, a hearing will take place where the Treatment Court Judge provides direct feedback to the participant, including review of their progress with court ordered conditions, a review of any violations or prosocial activities of note, and deliver sanctions or incentives (Key Component #7).

While the Coordinator plays an integral role in ensuring that a Treatment Court is effective, the criminal justice stakeholders and treatment providers' participation are directly linked to the outcomes of this program. A key linkage that is in place is the participation of the Sawyer County Department Health and Human Services. While the breadth of their role has yet to be determined, Alicia Carlson and Behavioral Clinic Supervisor and CCS Service Director has been involved and is committed to continue involvement in the planning process. It is anticipated that the Department of Health and Humans Services will be involved in providing direct treatment and rehabilitation services (Key Component #4).

Finally, it is expected that all data necessary to effectively and efficiently monitor the success of the Diversion Program and Treatment Court will be documented in Wisconsin Department of Justice CORE system. The responsibility of entering data into CORE will fall on the Diversion Case Manager and the Treatment Court Coordinator. In addition, it is expected that the Case Manager a Treatment Court Coordinator will be the principle contact between the Department of Justice's Bureau of Justice Information and Analysis (Key Component #8).

PROJECT DESIGN - RELATED ATTACHMENTS:

<u>File Name</u>	<u>File Description</u>
Diversion Program Project Design Table - 2022.docx	Diversion Project Design Table
Hybrid Treatment Court Project Design Table.docx	Hybrid Treatment Court Project Design Table

C PROBLEM DESCRIPTION

Not to exceed 6,000 characters with spaces.

Provide a detailed description of the nature and scope of the problem the treatment court or diversion program is working to address. **Be specific** about the issue and the impact on your county or tribe.

Using local data, provide evidence to demonstrate the problem exists, the size and the scope of the problem, and the subsequent need for TAD funding. For existing programs, a number of data sources could be used, and include (but are not limited to):

1. Existing CORE reports
2. CORE data extracts (*new*)
3. Equity and inclusion data reports that were created, distributed, and discussed during the WATCP Conference.

Other data that may be available to your site include local jail data and data from other local facilities. If your site does not use CORE, but would like the CCAP portion of the equity and inclusion data reports (previously referenced) for your county, please request it by contacting: core@doj.state.wi.us (*plan for at least a ~2 week turnaround for CCAP data requests; please note that custom CCAP data requests cannot be fulfilled by DOJ*).

Examples: Your site could use CORE data to describe and provide evidence for issues relating to program capacity, low graduation rates, buy-in from team members/partners, equity/inclusion issues, staffing shortages, etc. For new programs, your site should provide local data and/or CCAP data that shows there is a need for a program to be implemented in your area.

For Enhancement grants, explain whether there is evidence that the nature or scope of the problem has changed since the initial implementation of the program.

RESPONSE:

Sawyer County was founded in 1853 and is located in Northwestern Wisconsin. As of the 2010 census, the population was 16,557. The racial makeup of the county was 81.72% White, 0.31% Black or African American, 16.07% Native American, 0.30% Asian, 0.02% Pacific Islander, 0.35% from other races, and 1.23% from two or more races. The county seat is Hayward, and the Lac Courtes Oreilles Reservation is primarily located in Sawyer County. The membership of the tribe totals 7,275, with 2,306 living on the reservation.

In order to understand the full complexity of Sawyer County, it is important to understand the current substance abuse trends in Wisconsin. In 2014, The Wisconsin Department of Health Services partnered with the Division of Mental Health and Substance Abuse Services, the University of Wisconsin Population Health Institute, and the Office of Health Informatics, Division of Public Health to produce the Wisconsin Epidemiological Profile on Alcohol and Other Drug Use, 2014. The report highlights the dramatic rate of alcohol use, misuse and binge drinking within the State of Wisconsin, which had some of the highest rates among all of the U.S. states and territories.

The same report indicates that Wisconsin also mirrors the national trends for all other illicit drug consumption as well. Wisconsin like the rest of the country is experiencing a significant increase in prescription drug and heroin use. Specifically overdose deaths in Wisconsin are at all-time high. According to data from NORC at the University of Chicago, as of 2019 the overdose mortality rate in Sawyer County is 31.3 per 100,000. In March 2021, a woman was arrested in 394 grams of meth, 3.3 grams of psilocybin mushrooms, 4.1 grams of THC and drug paraphernalia, the street value of the meth was about \$39,0000 (Sawyer County Record). Unfortunately, these stories are all too frequent across Sawyer County.

The Sawyer County Criminal Justice System is being impacted by the increased rates of substance abuse among its residents. These statistics raised questions and concerns about the substance abuse issues facing Sawyer County. In 2018, Sawyer County contracted with JusticePoint, Inc. to look at their jail population and make recommendations to the CJCC. At that time, JusticePoint found that 16% of individuals in custody pretrial were arrested and charged with Drug Possession, 10% with OWI, 11% with Manufacture/Deliver Drugs, 6% with Possession with Intent Distribute, and 4% with Possession of Drug Paraphernalia. That is a total 47% of pretrial in-custody cases related to alcohol or drug use, which is not counting offenses committed under the influence of alcohol or other drugs, or offenses committed to support an individual's alcohol or drug addiction. JusticePoint also conducted pretrial screening which included completion of the UNCOPE, the UNCOPE provides a simple and quick means of identifying risk for abuse and dependence for alcohol and other drugs. A score of 2 or more is generally recommended for further assessment of substance abuse and scores of 4 or more generally indicate substance dependence. For the screened population in Sawyer County, individuals scored: 0 - 16%; 1 - 6%; 2 - 7%; 3 - 10%; 4 - 10%; 5 - 16%; 6 - 35%. 71% of those screened were in need of a full alcohol and drug assessment to determine substance use abuse or dependence.

Sawyer County like many counties around the State is experiencing generational alcohol abuse and dependence issues paired with the increasing threat of prescription drug abuse which usually leads to heroin abuse. The percentage of motor vehicle crashes related to alcohol use is 12.6, which is more than double the percentage for the entire State of Wisconsin (Sawyer County Public Health). In May 2021, two individuals were arrested bringing 271 grams of heroin (approximate street value \$20,000.00) into Sawyer County (Sawyer County Record). Substance abuse is a disease that these statistics show have a cross systematic effect on the community and its limited resources. A Pretrial Diversion Program and a Hybrid Treatment Court would offer this county an opportunity to focus their limited resources in two distinct areas of the criminal justice process, pretrial and post-conviction. Targeting interventions to these populations will not only increase public safety it will also offer a meaningful opportunity for these individuals to access the help they need. Implementing a Pretrial Diversion Program will help low to moderate risk individuals stay out of the criminal justice system and address their substance use disorder in the community, while a Hybrid Treatment Court will target high risk, high need individuals before sending them to a correctional facility.

PROBLEM DESCRIPTION - RELATED ATTACHMENTS:

File Name

File Description

D GOALS AND OBJECTIVES

Using the [Goals and Objectives](#) document provided, identify the goals and objectives of this proposed project and attach in this section. Be sure to **include the two primary goals established in the TAD statute**:

- 1) Reduce recidivism rates for nonviolent offenders in the program and increase public safety; and
- 2) Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.

Keep in mind that goals and objectives should be SMART (specific, measurable, attainable, realistic, and time-bound). The completion of a logic model can support the identification of short-term goals or objectives and how they connect to program activities, resources, and long-term program goals. Jurisdictions are encouraged to complete a logic model and include it as an attachment in this section. A starting [template](#) is provided for use, but the final format can vary.

RESPONSE:

Please see attached Goals and Objectives for the Pretrial Diversion Program and the Hybrid Treatment Court.

GOALS AND OBJECTIVES - RELATED ATTACHMENTS:

File Name

File Description

Diversion Goals and Objectives.docx

Diversion Goals and Objectives

Hybrid Treatment Court Goals and Objectives.docx Hybrid Treatment Court Goals and Objectives

E IMPLEMENTATION PLAN

Not to exceed 12,000 characters with spaces per program **not** including tables.

Please describe your jurisdiction's plan for the implementation of the designed program. The overall intent of this section is to provide specifics on how you plan to utilize the resources to carry out the project as designed and how the implementation supports program goals. Be specific on how this plan supports the program requirements outlined in [Wis. Stat. § 165.95](#), as well as incorporating the application of evidence-based practices.

For Planning and Implementation applicants, please attach a one-year project timeline, with up to six months of planning time included.

For Implementation or Enhancement applicants, please attach a one-year project timeline.

RESPONSE:

Sawyer County criminal justice stakeholders and treatment providers are committed to moving forward with a Hybrid Treatment Court in order to address the community's substance abuse and dependency issues. Sawyer County is applying for TAD's Category 1 Funding: Planning and Implementation, the following section will focus heavily on the planning process given that one of the deliverables at the end of the planning phase will be a full implementation plan. Sawyer County Proposes to follow NIC's Evidence Based Decision Making Initiative (EBDMI) Planning Process. Sawyer County has been working with JusticePoint, Inc to facilitate this process. JusticePoint has specific hands on experience with the EBDMI process and activities. All of the following steps have been adopted from NIC's EBDMI Phase II Planning Process.

The first step of the Planning Process will begin with establishing a collaborative policy team. Sawyer County has strong foundation with their CJCC and has already garnered local support for a Diversion Program and Hybrid Court. Formalizing ground rules, vision statement, and ensuring stakeholder by stakeholder engagement will be the critical initial step.

The second step that Sawyer County will follow is to ensure that individual agencies are collaborative and ready for implementing change. The Diversion Program and Hybrid Treatment Court will require each system actor to adjust their traditional operating practices, thus ensuring the entirety of the each criminal justice agency or department are prepared for the upcoming change. Even though policy makers are likely to be the only ones available to be directly involved in the program design staff within each department will have a significant role in the success of the program. Deliverables in this phase include Evidence Based Decision Making Training and the identification of action items that need to be addressed prior to implementation.

The goal of the third step is to develop a full understanding of the current operating practice within the criminal justice system and within each individual department. The key action items in this phase will be to develop a system map, conduct a policy analysis around the decision points impacted by the implementation of a Diversion Program and Hybrid Treatment Court, and gather baseline data and identify strengths and challenges of both Diversion and Treatment Courts. The outcome of these activities is to not only develop an understanding of the overall system but also to identify the current systems strengths and challenges. In addition it is expected that a full review of the Wisconsin Diversion and Treatment Court Standards would be involved at this stage. Gaps identified between each set of Standards and actual practice will be resolved during this step.

During the fourth step Sawyer County will develop a logic model for both Diversion and their Hybrid Treatment Court. A Logic Model is a tool used during an implementation process designed to identify specific impacts, outcomes, outputs and activities related to the implementation of a new program or policy. During this step, it will be important for Sawyer County to come to consensus on the overall goal of each of the programs, create common understandings around the research, and develop a plan of action.

The focus of the fifth step, is to create common definitions, performance measures, and outcomes. The TAD Statutes and grant solicitation clearly delineate two key performance measures 1) Reduce recidivism rates for nonviolent offenders in the program and increase public safety and 2) Reduce prison and jail population by diverting nonviolent offenders to community-based interventions. Sawyer County will be challenged in this phase to develop additional performance measures and outcomes. All measures and outcomes developed will be follow the SMART model: Specific, Measurable, Attainable, Realistic and Time-bound.

The sixth step focuses on developing a communications strategy for the Diversion Program and the Hybrid Treatment Court. This strategy must be broad enough to relate to the community while specific enough to communicate effectively to other criminal justice stakeholders and treatment providers. In addition, both programs must be committed to doing community outreach and education during this phase. The current strategy is to target existing community organizations and groups in order to achieve the widest distribution of information on both Diversion and the Hybrid Treatment Court.

In the final planning stage, Sawyer County will develop a working action plan for implementation. The plan will include specific goals to be achieved and the activities that will need to be completed in order to achieve

those stated goals. This action plan will not be limited to practice goals but may also examine local policies that need to be modified or adopted in order to ensure a successful implementation. The action plan will include specific details including but limited to responsible parties and deadlines.

While steps highlighted above focus on developing a cohesive team that is ready to implement both a Diversion Program and a Hybrid Court it is important to highlight several specific elements that will need to be developed during the planning phase. The first and most important is that a full Diversion Program and Treatment Court Policy and Procedure Manual will need to be developed prior to implementation. The policy manuals will include at minimum six sections. The first section will include an overall introduction including the Program's Mission Statement, Goals and methods to achieve those goals. The second section will include the programs philosophy and will include the programs core values and new member orientation section. The third section will include a description of the overall program structures, including a list of the team members and the roles that each of them play. The fourth section will include an in depth description of the program including eligibility requirements, a description of team staffings (Hybrid Court), a description of the phases (Hybrid Court), a description of available interventions (Diversion), and a description of violation reporting and a behavior response policies.

In addition policy manuals, companion participant manuals will also need to be created. These documents will highlight all of the information included in the policy manuals in a simplified format that is easier to read and more concise. The participant manuals will be written at an 8th Grade reading level and will include specifics about eligibility, the behavior response matrix or model and all other program requirements.

While the previous paragraphs speak to the implementation of the planning process it is important to note that staff will be hired and placed during this time frame as well. The Diversion Case Manager and the Hybrid Treatment Court Coordinator position will be posted as soon as Sawyer County is notified regarding approved funding. Both positions will play a crucial role in the entirety of the planning process. The Peer Support staff will be hired closer to the date of implementation, we are projecting a 7/1/22 start date to coincide with the launch of both programs.

It is also expected that both programs may discover other hurdles, needs or efficiencies during the planning process which may impact the program design or implementation plan. All such deviation will be discussed with the Wisconsin Department of Justice in order to ensure that the TAD Statutes and grant solicitation requirements are being followed.

IMPLEMENTATION PLAN - RELATED ATTACHMENTS:

<u>File Name</u>	<u>File Description</u>
Sawyer County Diversion Timeline.docx	Diversion Timeline
Sawyer County Hybrid Treatment Court Timeline.docx	Hybrid Treatment Court Timeline

F OTHER FUNDING

Describe any other grants your county or tribe has received related to problem-solving courts or pretrial diversion programs that will be in place during the project time period and clearly explain how these funds are separate from the budgeted TAD funding. Discuss any other funding that will be utilized to support the TAD programming. Also include a description of the resources that are contributed by member agencies. The intent of this section is to ensure there is not overlap across funding sources for the same project, as well as to understand the full resources necessary to carry out the program as designed.

RESPONSE:

Additional funding to support the Diversion Program and Hybrid Treatment Court will come from Sawyer County and the Lac Courtes Oreilles Tribe. The amount of additional funding is outlined in the budget section as the match amount.

OTHER FUNDING - RELATED ATTACHMENTS:

<u>File Name</u>	<u>File Description</u>
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G LETTERS OF SUPPORT

Please attach a letter of support from your jurisdiction's Criminal Justice Coordinating Council (CJCC) or similar oversight body, identifying commitment to the proposed program design and implementation. If you do not have a formalized CJCC, please submit a letter of support from the collaborative team charged with preparing this application, which demonstrates commitment from the various agencies that are part of the proposed program.

RESPONSE:

Please see attached for letter of support from CJCC Chairperson.

LETTERS OF SUPPORT - RELATED ATTACHMENTS:

<u>File Name</u>	<u>File Description</u>
James Schlender FINAL SIGNED.pdf	Letter of Support_Schlender

14. Approval Checklist:

- A.** Have you, the grant recipient, had any discrimination findings after a due process hearing on the basis of race, color, religion, national origin or sex within the last 5 years? (federal EEOP required response)

☐ Yes

☒ No

- B.** If yes, have the discrimination findings been reported to the Office of Civil Rights as required for all recipients of Federal funds? (see <http://www.ojp.usdoj.gov/ocr/>). If no, a copy should be forwarded to: Wisconsin Department of Justice, Attn: EEOP, 17 West Main Street, PO Box 7857, Madison, WI 53707-7857 (federal EEOP required response)

☐ Yes

☐ No

☒ N/A

- C.** Have you utilized the DOJ Administrative Guide located on the DOJ website? (grants-admin-guide-2018.pdf)

☒ Yes

☐ No

- D.** Would you like someone from DOJ to contact you?

☐ Yes

☒ No

- E.** Are you a state or local government agency; AND have 50 or more employees; AND applying for \$25,000 or more? If yes, you are required to prepare and implement an Equal Employment Opportunity Plan (EEOP) or Certification form (if applicable). A copy of your EEOP federal approval letter must be submitted to DOJ. (More information may be found at <http://www.doj.state.wi.us/grants/grantee-civil-rights-information>) (federal EEOP required response)

☒ Yes

☐ No

☐ N/A

- F.** If this application is \$25,000 or more, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive in the previous fiscal year (1) 80% or more of your annual gross revenues in US federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?; AND (2) \$25,000,000 or more in annual gross revenues from US federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? (required by The Federal Funding Accountability and Transparency Act)

☐ Yes

☒ No

☐ N/A

- G. If you answered yes to the previous question, does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If you answered no to the first part of this question; you must attach to this application the full names and compensation of the top 5 highly compensated individuals of your organization as required by The Federal Funding Accountability and Transparency Act.

☐ Yes

☐ No

☒ N/A

15. **Attachments:**

List of Attachments required for submission of this Application for funding:

Section: Goals and Objectives

File Name

Diversion Goals and Objectives.docx

Hybrid Treatment Court Goals and Objectives.docx

File Description

Diversion Goals and Objectives

Hybrid Treatment Court Goals and Objectives

Section: Implementation Plan

File Name

Sawyer County Diversion Timeline.docx

Sawyer County Hybrid Treatment Court Timeline.docx

File Description

Diversion Timeline

Hybrid Treatment Court Timeline

Section: Letters of Support

File Name

James Schlender FINAL SIGNED.pdf

File Description

Letter of Support_Schlender

Section: Project Design

File Name

Diversion Program Project Design Table - 2022.docx

Hybrid Treatment Court Project Design Table.docx

File Description

Diversion Project Design Table

Hybrid Treatment Court Project Design Table

Sawyer County Hybrid Treatment Court Planning and Implementation Timeline

Phase	Description	Beginning Date	Completion Date	Responsible Party
Phase I	Build collaborative team: Formalize ground rules for planning process including formalize team membership and structure, hire Coordinator	Current	January 15 th , 2022	CJCC
Phase II	Ensure individual agencies are collaborative and ready for change: evidence based practice and evidence based decision making training.	Current	January 31 st , 2022	TA Provider under the direction of the Hybrid Treatment Court Team
Phase III	Understand current practice within each agency and the system: System Mapping	February 1 st , 2022	March 1 st , 2022	TA Provider under the direction of the Hybrid Treatment Court Team
Phase IV	Understand the capacity to implement evidence based practice: Access individual agency knowledge base	Current	March 15 th , 2022	Hybrid Treatment Court Team
Phase V	Develop Logic Models	March 15 th , 2022	April 15 th , 2022	Hybrid Treatment Court Team along with TA Provider
Phase VI	Establish Performance Measures	Current	April 30 th , 2022	CJCC, Hybrid Treatment Court Team, Community
Phase VII	Communication Strategy	April 15 th , 2022	May 15 th , 2022	Hybrid Treatment Court Team with approval from CJCC

Sawyer County Hybrid Treatment Court Planning and Implementation Timeline

Phase VIII	Action Plan	May 15 th , 2022	June 1 st , 2022	Hybrid Treatment Court Team
Phase IX	Implementation Activities: research and select risk and needs assessment, research and select cognitive behavioral intervention strategies, hire Peer Support Specialist, develop policy manual, develop behavior response model	Current	June 30 th , 2022	Hybrid Treatment Court Team
Phase X	Implement Hybrid Treatment Court	July 1 st , 2022	End of Grant	Hybrid Treatment Court Team

Sawyer County Diversion Planning and Implementation Timeline

Phase	Description	Beginning Date	Completion Date	Responsible Party
Phase I	Build collaborative team: Formalize ground rules for planning process including formalize team membership and structure, hire Case Manager	Current	January 15 th , 2022	CJCC
Phase II	Ensure individual agencies are collaborative and ready for change: evidence based practice and evidence based decision making training.	Current	January 31 st , 2022	TA Provider under the direction of the CJCC
Phase III	Understand current practice within each agency and the system: System Mapping	February 1 st , 2022	March 1 st , 2022	TA Provider under the direction of the CJCC
Phase IV	Understand the capacity to implement evidence based practice: Access individual agency knowledge base	Current	March 15 th , 2022	Diversion Team
Phase V	Develop Logic Models	March 15 th , 2022	April 15 th , 2022	Diversion Team along with TA Provider
Phase VI	Establish Performance Measures	Current	April 30 th , 2022	CJCC, Diversion Team, Community
Phase VII	Communication Strategy	April 15 th , 2022	May 15 th , 2022	Diversion Team with approval from CJCC

Sawyer County Diversion Planning and Implementation Timeline

Phase VIII	Action Plan	May 15 th , 2022	June 1 st , 2022	Diversion Team
Phase IX	Implementation Activities: research and select risk and needs assessment, research and select cognitive behavioral intervention strategies, hire drug testing technician, develop policy manual, develop behavior response model	Current	June 30 th , 2022	Diversion Team
Phase X	Implement Diversion Program	July 1 st , 2022	End of Grant	Diversion Team

TAD Treatment Courts Project Design Table

County/Tribe: SAWYER COUNTY/LAC COURTE OREILLES TRIBE

Program Name: Sawyer County Hybrid Treatment Court

Please select the program type that best categorizes your Treatment Court.

Program Type:	☐ Drug Court ☐ OWI Court ☒ Hybrid (Drug & OWI) Court ☐ Family Treatment Court ☐ Mental Health Court ☐ Veterans Treatment Court ☐ Healing to Wellness Court
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****One Project Design Table must be completed for each program receiving TAD funding****

Please complete the tables below to thoroughly describe your program operations. Where applicable, indicate how the program elements are adhering to evidence-based practices, the 10 Key Components, the Wisconsin Treatment Court Standards, and the National Drug Court Standards.

Please Note: Topic areas and different sections have been added to this table (and removed from individual Egrants sections) to simplify the grant process for applicants. Please pay close attention to the different sections and the information being requested.

Problem Description

Topic	Question	Response/Explanation
Local Concerns	Briefly explain the nature and scope of the problem the treatment court is working to address. Specifically explain the issues facing the county or tribe and the impact on the community (i.e. OWI rates, opiate/meth epidemic, etc.) Use local data to provide evidence the problem exists and demonstrate the size and scope of the program.	Sawyer County has a population of 16,399 residents and Lac Courte Oreilles Tribe has 7,275 tribal members. Like much of Wisconsin, Sawyer County continues to see heroin and opiate use overwhelmingly as the drug of choice for county residents. Between 2015 and 2019, the drug overdose mortality rate in Sawyer County was 31.3, compared to the overall rate in Wisconsin, which was 28. The implementation of Sawyer County Hybrid Treatment Court is an effort to reduce this cycle of drug addiction and criminal activity and to improve community health. The program will identify non-violent criminal defendants with substance abuse and alcohol treatment needs, targeting individuals that are high risk/high need by serving approximately 20 individuals. Case management services utilizing evidence-based screening, assessment, and interventions are offered in conjunction with treatment for alcohol and other drug use.

Program Oversight

Topic	Question	Response/Explanation
CJCC	Briefly explain the structure, mission/values, and overall function of the local Criminal Justice Coordinating Council (CJCC) or similar oversight body. Be specific on how the CJCC supports the current program operations, including how often they meet and decisions they make as it relates to the program.	The principal mission of the Council is to improve the administration of justice and promote public safety through planning, research, education, and system-wide coordination of criminal justice initiatives. The initial mission of the Council shall be to assist and guide the Sawyer County Hybrid Treatment Court. The Council shall review the Hybrid Treatment Court grants, review their expenditures, and assist with the development of their programs to help enable the court to meet its mission.
Team Members	Provide a list of the titles or roles of the treatment court team (e.g. judge, coordinator, district attorney, etc.). Please also indicate if there are any members from disciplines that are currently vacant.	• Treatment Court Judge • DA's Representative • Public Defender's Representative • Hybrid Treatment Court Coordinator • Probation Officer • L.E. Representative • AODA Counselor-Treatment Representative

Program Design

Topic	Question	Response/Explanation
Program Structure	Indicate the specific type of court being funded and clearly describe how the program is structured, including: • Point of admission into the program? • Program is a condition of probation? • Alternatives to Revocation accepted or not? • Benefit received for successful completion?	Sawyer County seeks to implement a Hybrid Treatment Court, accepting individuals charged with crimes related to their substance abuse, including OWI offenses. Entry to the Sawyer County Hybrid Treatment Court is dependent upon a referral to the program by the Judge, District Attorney, Defense Attorney, or Coordinator. If the individual referred decides to participate in Hybrid Treatment Court, the defendant's council and the District Attorney meet to negotiate the plea agreement with Hybrid Treatment Court as a condition of probation. The sentence is stayed and the individual enters Hybrid Treatment Court. Alternatives to revocation will also be accepted to the Hybrid Treatment Court.

	Any other relevant program components	
Referral Process	Describe how the referral process currently operates, including but not limited to the following questions: - Who can make a referral? - At what point in the process are referrals made? - Are there any concerns about the functionality of the current referral process?	Referrals can be made by the Judge, District Attorney, Defense Attorney, and Coordinator. Referrals are made after initial appearance and defense attorney has had the opportunity to discuss Hybrid Treatment Court as an option with the defendant. When the defendant decides to enter a guilty plea with Hybrid Treatment Court as a condition, assessments are completed and reviewed by the Hybrid Treatment Court team. If the individual is accepted into the program, then they appear at sentencing, plead guilty with Hybrid Treatment Court conditions and enter into the program.
Target Population	Describe the characteristics of the target population, including risk level, and how this program intends to meet the needs of this population.	The target population for Hybrid Treatment Court consists of adult criminal defendants having a high alcohol or drug treatment need and demonstrating a medium to high risk to re-offend should these needs not be addressed through treatment or other interventions. In addition, the person cannot have any history of substantially violent criminal behavior. The Hybrid Treatment Court program is a highly structured and closely supervised by the courts and a multidisciplinary team. Treatment interventions and programming are matched to the individuals needs based on the initial and ongoing assessments and case planning. All participants must participate in AODA therapy at the recommended level of care based on a clinical AODA assessment. Referrals are made to address additional needs such as mental health, trauma, housing, financial, family and marital counseling, parenting job skills training, All participants are required to complete Cognitive Behavioral Therapy if indicated on the initial assessment or as a court/program response to a participant's behavior so as to reduce the criminal thinking patterns. All participants are held accountable by the court by making regular court appearances to monitor compliance and progress. Random drug testing is required to ascertain drug use and sobriety. An evidence based behavior matrix is utilized to reinforce progress, and to recommend therapeutic adjustments or sanctions for noncompliance or lack of progress.
Eligibility Requirements	Provide specifics on the program eligibility requirements and how eligibility will be determined. Also address how the eligibility requirements adhere to the TAD Statute, outlined in Wisc. Stat. 165.95.	Hybrid Court participants must be 18 years old or older and be charged with a crime related to their substance use. The following crimes will not be considered: weapons offenses, sex offenses, stalking, arson, or kidnapping offenses, and OWI 5th or subsequent. The person is a nonviolent offender according to Wisc. Stat. 165.95; be drug or alcohol dependent, assess for

		medium to high risk for recidivism and criminogenic needs. The defendant must voluntarily agree to participate in the program.
Screening and Assessment Process	Explain your program's screening and assessment process. • Do you have a separate process for both screening and assessment? • What tools are used in each process and who administers each tool? • How will both the criminogenic risk and needs of clients be assessed? • What risk and need level(s) will be targeted for program participation?	All persons are screened for legal eligibility by the DA's Office to determine if the person has an eligible charge and has no disqualifying charges or convictions through CCAP and Portal 100. Once the DA's office has screened for legal eligibility, the Coordinator assesses the person referred by a using the COMPAS, a fourth generation risk and needs assessment instrument designed for male and female offenders to determine risk of recidivism and criminogenic needs factors. Individuals must score moderate to high risk for recidivism and score probable or highly probable for substance abuse. Additionally the TCU II drug screen to assess drug and alcohol needs. They must demonstrate dependency and a high need for treatment. Additionally, COMPAS assessment for criminogenic risk/needs is used for case planning.
Admission Process	Describe the program admission process, including who makes the final decision and factors that may lead to a denial of admission. Explain whether program participation will be mandatory or voluntary.	All eligible participants are staffed by the team for admission. A referral summary is prepared by the Coordinator based off of the initial interview and the COMPAS and TCU Drug screens. The team will approve person who meets all eligibility requirements and who voluntarily agree to the program. Denial to admission may occur if the person moves out of county, has pending out of county criminal cases, a new criminal charge or is deemed ineligible due to a violent criminal history. If approved, negotiations between the District Attorney and defense counsel then commence regarding a possible plea agreement, which will include participation in Hybrid Treatment Court. Once an agreement is drafted the case is set for sentencing. The client reports to the PO immediately following the hearing for drug testing and to review program requirements.
Length and Phases of the Program	Describe the process of phase advancement in the program, including the following: • number of phases • approximate length of each phase • how participants will progress from one phase to another • average length of the program for those who successfully complete the program	Participants in the program must complete five Phases of the program to graduate. The program is designed to be completed in 12 -18 months. Each phase has requirement for sobriety, treatment and random drug testing and court appearances to monitor progress. Additionally, each participant has an individual case plan developed based on their criminogenic needs assessment. In order to phase advance the participant has to demonstrate a period of sobriety and progress toward treatment goals and case plan. Phase 1 is 30 days in length and a minimum of 20 days of sobriety is required to phase advance. Phase 2 is 60 days with a minimum of 40 days of sobriety. Phase 3 is 90 days with a minimum 60 sober days. Phase 4 is 90 days and a minimum of 60 sober days. The 5th and final phase is 90 days. A participant has to demonstrate 90 days of sobriety to graduate and demonstrate stability in

		housing, employment or educational goals and involvement in prosocial sober activities.
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Program Supervision and Monitoring

Topic	Description	Response/Explanation
Case Management Process	Provide an overview of how case management is administered within the program, including • What role does the case manager have on the Treatment Court Team? • Who is responsible for developing the treatment court case plan and how often will it be updated? • Who will oversee the case plan?	Each client works with the probation officer who meets with the individual regularly for the length of the program. During the intake process, the PO reviews the program requirements with the client. They utilize the screening assessment and initial interview to determine the individual's criminogenic needs, treatment needs, strengths and barriers to develop an initial case plan. The case plan defines goals, strategies and timelines. In addition, a Clinical Assessment is completed to identify specific treatment needs for AODA and/or mental health. Case management is coordinated with treatment efforts to address participant needs and monitor program compliance. Matching services based on risk and needs, the case managers make referrals for appropriate services and resources, provide education and support to the client as they move through the process of stabilization, recovery, maintenance, and aftercare. Case plans are monitored by the PO, reviewed and revised with the participant on an ongoing basis through program completion. Probation staff receive skills training and stay informed of community resources by actively networking through continuing education. Probation is tasked with monitoring compliance with program requirements through face to face visits, urine sample collection and testing. Probation also monitors compliance with phase and program requirements and use Motivational Interviewing techniques to encourage positive change. They are trained in Cognitive Behavioral Therapy and facilitate the groups. They stay in close communication with the participant's treatment providers to monitor compliance and progress.
Community Supervision	Provide an overview of how community supervision is handled within the program. Discuss the involvement of DOC in the team staffings and how the role works in conjunction with the program coordinator and/or other team members.	Community supervision is also provided by the Department of Corrections probation agents. This is done through drug testing, office visits, home visits and collaboration with service providers who are engaged with the client. Community safety and community needs are addressed by monitoring compliance, monitoring sobriety, treating identified needs, developing skills, responding to behaviors immediately and consistently, as well as having

		effective accountability measures for program failure. The probation agents attend court hearings and case staffing prior to court. The participants' case managers and agents maintain regular communication, share in case planning, case interventions, and behavior responses.
Treatment Services	Describe how treatment services are delivered, including which agency or organization provide the services. • List all treatment curricula used by the treatment provider. • Are the treatment options consistent with evidence-based practices? • How will participants be matched with services based on their risk/needs level?	A clinical assessment is completed prior to or immediately following program intake to identify specific mental health and AODA treatment needs. In Sawyer County the majority of the participants will receive their assessment and treatment at NorthLakes or Bizhiki Wellness Center. Cases will be staffed weekly to review progress in treatment and to make programming changes if needed. Progress in treatment is reviewed with the treatment court team and the client appears in court no less than monthly. Treatment Curriculum will need to be determined during the planning stage of implementation, treatment options will be based on evidence-based practices, and participants will be matched with services based on risk/need level through the use of validated risk assessment tools.
Process for Randomized Drug Testing	Describe the process utilized for drug and alcohol testing. • How is randomization ensured? • How often does testing occur throughout the duration of the program? • Who is responsible for collecting specimens? • Are all drug tests directly observed?	JusticePoint will provide drug testing for Hybrid Treatment Court clients. Oral swabs, sweat patches, and remote breath devices will primarily be used for testing, but when used, urine samples will be directly observed. JusticePoint has a randomized testing module in their case management system, which sets testing schedules. Testing will occur based on the phase the individual client is in in treatment court. In phase 1-4, testing will occur two times per week, in phase 5, testing will occur randomly 1-3 times per month.
Graduation Requirements	Describe the requirements for "successful program completion" or graduation.	To successfully complete Hybrid Treatment Court, each participant is required to complete all phase requirements. Each phase consists of requirements specific to the phase's stated goal. Each participant must complete these requirements, in addition to maintaining sobriety, in order to advance. The final phase (Phase 5 Maintenance of Recovery and Exit) is 90 days and requires 90 days sobriety to graduate. The participant, also has to demonstrate stability in housing, employment or educational goals, healthy community support and involvement in prosocial sober activities.

Termination Process	Explain the criteria utilized for termination decisions and how termination decisions will be processed.	Hybrid Treatment Court participants will face automatic termination from the program if they move outside of Sawyer County for greater than 60 days without Treatment Court Team approval or abscond from the program for greater than 30 consecutive days. Additional reasons participants may face termination include: a. Commission of a Violent Crime as listed in the exclusionary list. b. Inability to participate as a result of re-incarceration or for any other reason that demonstrates an inability to participate. c. Continuing inability or unwillingness to participate in treatment, court proceedings, staffing, or other requirements. d. Evidence indicating that the participant is involved with continuing substance abuse or alcohol use despite treatment. e. Failure to follow the rules and requirements. f. Any other reason that the Team finds sufficient for termination including additional criminal behavior. Factors to consider in making the termination decision are: a. Public safety. b. Number and nature of program violations. c. Impact of continued participation on other participants. d. availability of any additional, appropriate services or treatment. e. Integrity of the Treatment Court. Participants are afforded due process to determine termination. A motion is made at Staffing for termination. Then a team meeting is held to afford the participant an opportunity to explain their behaviors and offer mitigating factors. In addition, alternatives to termination are explored. Participants have the right to an attorney and all discussion is off the record. Following the meeting, the team votes. If the vote is to terminate, the original stayed sentence will be imposed.
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Program Specifics

Topic	Description	Response/Explanation
Frequency of Court Meetings	Provide the schedule of treatment court meetings. - Weekly or Biweekly? - What day of the week?	Sawyer County Hybrid Treatment Court plans to have bi-weekly staffing meetings on a date to be determined. Determining a date that works for all team members will be part of the planning process during the first 6 months of funding. A date once a month will also be chosen for team policy meetings, to check in with how implementation is going, revise or enhance policies, and to continually evaluate the status of implementation.

	• What times do the staffings and the status hearings occur? • Are there any other regular team meetings you would like to report?	
Incentives, Sanctions and Response to Violations	Explain how incentives and sanctions are implemented in the program to modify participant behavior. • List specific incentives and sanctions utilized in the program. • Who is authorized to offer an incentive? • Who is authorized to impose a sanction? • What approach will be taken to respond to program violations? • How are incentives and sanctions tracked?	In Hybrid Treatment Court an individual's progress through the program is reviewed regularly by the probation agent. A Behavior Matrix model is used with emphasis on the immediate imposition of incentives for positive behavior and sanctions for negative behavior. Each behavior is classified as a low, medium or high violation or positive behavior. Examples of positive responses are verbal praise, recognition in court through applause, praise from the judge, punch card and small tokens for positive behaviors, and phase advancement and fishbowl drawing for milestones. Responses to violations include verbal admonishment, writing assignments, increased drug testing, office visits, or court appearances, GPS or Scram monitoring, jail sanction, phase up delay or reset, or revocation from the program, Therapeutic and/or treatment and case plan adjustments for lack of progress and continued or relapse on drug use are also considered. Probation agents utilize praise, or admonishment, writing assignments, Carey Guide exercises and short term case plans. Decisions requiring the input of the treatment court team include jail sanctions and termination meeting. An effort to recognize compliant and prosocial behaviors are always given when imposing a sanction. A 4:1 ratio is used whenever possible. All behaviors and responses from probation agents are reviewed no less than monthly by the team at court sessions. The team may also recommend additional incentives or sanctions.
Program Fees	Are there fees associated with program participation? If fees are charged: • What is the amount of the fee? • What are the fees being used to support? • When are the fees charged? • Are participants evaluated on their ability to pay program fees and are alternatives offered? • Are program fees a barrier to program admission, phase advancement or program graduation?	A \$50 program fee is charged to each participant. It can be paid at any time during the program but is a requirement to graduate. If however, the participant has the inability to pay even after exploring a payment plan, he/she will still be allowed to graduate if all other requirements have been met. The fees are used for gift cards for the fishbowl and graduation ceremony refreshments.

Program Capacity	Discuss the capacity of the program. • What is the capacity of the program? • What is the anticipated maximum annual capacity? • How many participants are currently being served in the program? Incorporate baseline or local program data if available.	Program capacity is approximately 20 participants. The annual maximum capacity is approximately 20-25.
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Programmatic Changes

Topic	Description	Response/Explanation
Program Changes	Explain any implementation issues or programmatic changes that have occurred during the most recent funding period. Be specific on why those changes occurred and how they continue to support or enhance the application of evidence-based practices.	N/A

Program Evaluation

Topic	Description	Response/Explanation
Performance Measurement	Explain how the program plans to collect, monitor, and makes adjustments based on performance measurement data. Note: Under this solicitation, this will occur with DOJ's web-based Comprehensive Outcome, Research, and Evaluation (CORE) Reporting System.	The Hybrid Treatment Court will enter required data into CORE.
Evaluation	Explain whether the program plans to have a process, outcome, or impact evaluation completed, outside of the overall TAD evaluation conducted by DOJ. Indicate who will conduct the evaluation and what the evaluation will cover.	There is not a plan to have an external evaluation.

Using the table below, identify the goals and objectives of this program. Be sure to also include the **two primary goals established in the statute**:

1. Reduce recidivism rates for nonviolent offenders in the program and increase public safety.
2. Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.

Keep in mind that goals and objectives should be SMART (specific, measurable, attainable, realistic, and time-bound).

Goals	Objectives	Activities	Measures of Impact/Outcome
<i>What are the long-term goals of the program/court?</i>	<i>What are the steps or intermediate goals that will support achievement of the long-term goals?</i>	<i>What is the program doing or what services are being delivered to meet the program goals & objectives?</i>	<i>What measures will be used to determine whether or not the program is meeting the goals and objectives?</i>
1. Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.	A. Target high risk/high need offenders	- Screening and Assessment - Admission meetings with team to review referrals to confirm eligibility and approve admission	# referred # screened # eligible
	B. Admission to program as soon as possible after arrest	Admission staffing with team Plea and sentencing Hearing	# admitted # of days from referral to admission # of jail days averted
	C. Orientation	Case management meeting	Persons will receive information about the program, set goals and be referred

		Case planning and goal setting Referrals made for treatment and other services	for treatment and services to support sobriety and recovery Persons will learn and engage in a substance free prosocial lifestyle. Reduction in jail population of substance abusing offenders
2. To reduce recidivism and increase public health and safety	A. To provide integrated substance abuse treatment Provide comprehensive ancillary support services to address criminogenic needs. Address non-compliant behavior immediately	Link participant to AODA treatment Ensure continuum of AODA treatment is accessible Link participant to mental health services; family counseling; trauma counseling; job skills training; job placement services, etc. Carey guides Court appearances Therapeutic adjustments	Level of care and dosage amount meets the need of the participant Phase completion and # of graduates # and type of behavior responses Participants will engage in prosocial activities; learn job skills and become productive members of society Reduction in recidivism

	B. Monitoring and community Supervision	Random Drug testing	# of test administered # of positive and negative tests # of meetings attended
	C. Judicial Oversight	Status Hearings	# of hearings attended
3. To promote long-term self- efficacy in recovery and prosocial behavior	A. Reinforce progress and address anti-social behavior and relapses through a coordinated strategy of sanctions, incentives and therapeutic adjustments	Apply Incentives Require Community support meetings Require Prosocial and recovery activities Relapse prevention planning and aftercare	# and types of incentives per individual # community meetings and recovery activities attended # of relapses and type of responses
	B. address criminal thinking	CBT	Pre-and post- test scores of TCU Criminal Thinking screen will show improvement individuals who successfully complete CBT. Impact is improvement in community health and safety
4. To ensure adherence to best practice model for treatment courts	A. continuously monitoring in-program outcomes and team practices	Data collection and review	Program outcomes such as numbers of graduations, and days of sobriety, numbers and types of behavior responses

		Make changes or enhancements based on data	Enhancements are made and graduation rates increase
		Team meetings	At least quarterly
	B. Training C. Establish and utilize Community Partnerships	Standards training and WATCP Conferences In-service Make linkages in the community	# staff attended # of Continuing education credits obtained # of agencies providing supportive services Increased number of partnerships and collaborations
5. Raise awareness in the community of the benefits of Sawyer County Hybrid Treatment Court.	A. Public Graduation ceremonies B. Brochures, website and Community Outreach	Invite guests Create testimonials, press releases, etc to demonstrate successes Develop brochures and maintain/update website Organize community outreach activities	# of ceremonies # of guests # of outreach events attended Impact will be public support of programs

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TAD Diversion Program Project Design Table

County/Tribe: Sawyer County/Lac Courtes Orielles Tribe

Program Name: Sawyer County Pretrial Diversion Program

Please select the program type that best categorizes your diversion program.

Program Type:	☐ Pre-Charge Diversion ☐ Pre-Charge/Post-Charge Diversion ☒ Post-Charge Diversion/Deferred Prosecution ☐ Other _____
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****One Project Design Table must be completed for each program receiving TAD funding****

Please complete the tables below to provide a thorough description your program operations. Where applicable, indicate how the program elements adhere to evidence-based practices, using the [Wisconsin Diversion Standards](#), drafted by the Evidence-Based Decision Making Subcommittee.

***** Please pay close attention to the different sections and answer all of the questions in each section *****

Program Oversight

Topic	Question	Response/Explanation
CJCC	Briefly explain the structure, mission/values, and overall function of the local Criminal Justice Coordinating Council (CJCC) or similar oversight body. Be specific on how the CJCC supports the current program operations, including how often they meet and decisions they make as it relates to the program.	The principal mission of the Council is to improve the administration of justice and promote public safety through planning, research, education, and system-wide coordination of criminal justice initiatives. The initial mission of the Council shall be to assist and guide the Sawyer County Pretrial Diversion Program. The Council shall review the Pretrial Diversion Program grants, review their expenditures, and assist with the development of their programs to help enable the program to meet its mission.
Team Members	Provide a list of the titles or roles of the diversion team (e.g. judge, coordinator, district attorney, etc.). Please also indicate if there are positions from disciplines that are currently vacant or do not attend the meetings.	Case Manager- TBD District Attorney Defense Council

Program Design

Topic	Question	Response/Explanation
Program Structure	Indicate the specific type of diversion program being funded and clearly describe how the program is structured, including: • Pre- or Post-charge? • Deferred Prosecution Agreement? • People already on DOC supervision are accepted or not? • Services provided and required? • Supervision activities with participants? • Benefit received for successful completion? • Any other relevant program components	This will be a post charge, deferred prosecution diversion program. Individuals on DOC supervision are not accepted into the program. Screening and assessment is conducted in the referral stage and participation is voluntary. Final approval is based on the decision from the District Attorney after review of the recommended Deferred Prosecution Agreement. Services are provided and required for participation and will be recommended based on an initial risk and needs assessment. Substance Abuse treatment will be provided by community-based agencies both at the LCO reservation and in Hayward. Participants will be supervised by the diversion case manager. Individuals will have their cases dismissed as a result of successful completion. Other outcomes may be desired by the District Attorney's office and these details will be worked out during the planning stage of the funding.
Referral process	Describe how the referral process currently operates, including but not limited to the following questions: • Who can make a referral? • At what point in the process are referrals made? • What is the average wait from referral to program admission? • Are there any concerns about the functionality of the current referral process?	Referrals are made by the Pretrial Supervision case managers who are completing the pretrial risk assessment and LSI-R/SV in the Sawyer County jail. Referrals are also made by defense council, the District Attorney's Office, and the Diversion case manager. Referrals are made during the pretrial stage. The anticipated wait time from referral to acceptance will targeted at 4 weeks. There are no current concerns, but the process will be evaluated again during the planning phase, as well as throughout implementation.
Target population	Describe the characteristics of the target population, including risk level, and how this program intends to meet the needs of this population. • How does the program plan to ensure equal program access to all demographics?	The target population is low to moderate risk individuals, who have been charged with a drug or alcohol related offense and have suspected issues with substance use. The program plans to ensure equal access by having the Pretrial screeners, complete screenings on all individuals in custody and the Diversion case manager reviewing court calendars to identify out of custody potential referrals. This ensures that all individuals charged with offenses in Sawyer County are being screened for possible diversion.
Eligibility Requirements	Provide specifics on the program eligibility requirements and how eligibility will be determined. Also address how the eligibility	Diversion participants must be 18 years old or older and be charged with a crime related to their substance use. The following crimes will not be considered: weapons offenses, sex offenses, stalking, arson, or kidnapping offenses, and OWI 5th or subsequent. The person is a nonviolent offender according to Wisc. Stat.

	requirements adhere to the TAD Statute, outlined in Wisc. Stat. 165.95 .	165.95; have drug or alcohol abuse issues, assess for low to moderate risk for recidivism and criminogenic needs. The defendant must voluntarily agree to participate in the program.
Equity & Inclusion	Explain how the program will: • Ensure equal program access to all eligible individuals? • Work to identify underserved populations and take actions to improve representation of these groups in the program.	The Sawyer County Diversion Program will work in coordination with the LCO tribe, in order to ensure equal representation of the Native population in Sawyer County. The Diversion program will also utilize tribal programs and participant resources when available and appropriate, so that participants are receiving culturally competent care.
Screening and Assessment Process	Explain your program's screening and assessment process. • Do you have a separate process for both screening and assessment? • Does the screening/assessment occur before or after the referral? • What tools are used in each process and who administers each tool? • How will both the criminogenic risk and needs of clients be assessed? • What risk and need level(s) will be targeted for program participation?	Individuals are screened if in custody, by the Pretrial Supervision case managers, if out of custody, they are screened by the Diversion case manager. If they meet screening criteria, they are approved by the DA for referral. Once referred, the Diversion case manager will assess all screened individuals if their LSI-R:SV score requires additional assessment. Low and moderate risk individuals will be accepted into the diversion program. Once the assessment phase is completed, the DPA is drafted by the case manager and sent to the DA for final approval for diversion. The DPA is also reviewed by the defense attorney, who reviews it with the defendant. If the defendant is in agreement, all parties sign the DPA and the individual enters diversion.
Admission Process	Describe the program admission process, including who makes the final decision and factors that may lead to a denial of admission. • Is the program mandatory or voluntary? • Are there any disciplines that can fully determine or block a person's participation in the program? • If so, which discipline? • Describe the practices in place to ensure objective admission decisions are made?	The program is voluntary. The participant can chose not to enter the program and the DA can deny approval for admission to the program. Screening and assessment are done by the case manager, the agreement is reviewed by the defense council and the potential participant before the agreement is executed. This ensures that the DA is making objective decisions regarding who can participate and who cannot.
Length of the Program	Describe how participants will progress through the program. • What is the anticipated average length of time spent in the program for those who are successful?	The average length of the agreement is nine months, with the option of six months if the person is completing their conditions and abiding by the agreement. Participants need to be meeting the outlined goals of their case plan in order to successfully progress in the program. There is not a phase structure, but if violations occur, they will be addressed with a behavior matrix, some

	• What are the program requirements/ expectations that participants need to meet before progressing? • Is there a graduated sanction process in place?	violations will need to be staffed by the DA, case manager, and defense council. Sanctions will be graduated and based on the behavior matrix, which will be completed during the planning phase of this funding.
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Program Supervision and Monitoring

Topic	Question	Response/Explanation
Case Plan & Management Services	Provide an overview of how the diversion plan will be developed to meet the individual needs and how case management services will be administered, including: • List the program conditions that participants could be required to meet (i.e. reporting requirements, UAs, employment, education, etc.)? • How and who will determine individual program conditions? • Who is responsible for developing the case plan, how often will it be updated and who will oversee it? • How will program participation be monitored? • Who will oversee the participants' progress through the program?	Drug testing, community service, restitution, completion of SUD treatment, completion of CBT programming, and educational programming could all be possible conditions. The program conditions will be determined by the DPA and the case plans, so they will be determined by the DA and the Diversion case manager. The case plan is developed by the case manager and the client, it is reviewed at every client meeting and updated accordingly. The case manager will oversee the plan and monitor program participation and client progress.
Services (including Treatment)	Describe how services are delivered, including which agency or organization provides the services. • List all treatment curricula used by the treatment providers. • Are the treatment options consistent with evidence-based practices? • How will participants be matched with services based on their risk/needs level?	A clinical assessment is completed prior to or immediately following program intake to identify specific mental health and AODA treatment needs. In Sawyer County the majority of the participants will receive their assessment and treatment at NorthLakes or Bizhiki Wellness Center. Cases will be monitored by the Diversion case manager to review progress in treatment and to make programming changes if needed. Treatment Curriculum will need to be determined during the planning stage of implementation, treatment options will be based on evidence-based practices, and participants will be matched with services based on risk/need level through the use of validated risk assessment tools.

Community Supervision	Provide an overview of how community supervision is handled within the program. • Does your program accept participants who are on community supervision? • If so, how is collaboration with DOC handled and what role do they play with the team/program?	Clients are not accepted if they are on community supervision.
Process for Randomized Drug Testing	Describe the process utilized for drug and alcohol testing. • How is randomization ensured? • How often does testing occur throughout the duration of the program? • Who is responsible for collecting specimens? • Are all drug tests directly observed?	JusticePoint will provide drug testing for the Diversion clients. Oral swabs, sweat patches, and remote breath devices will primarily be used for testing, but when used, urine samples will be directly observed. JusticePoint has a randomized testing module in their case management system, which sets testing schedules. Testing will occur randomly 1-3 times per month.
Completion Requirements	Describe the requirements for “successful program completion” and how this will be reported to the prosecutor & defense counsel.	Successful program completion is defined by completing all requirements of the DPA, and completing the goals of the case plan. The case manager monitors completions and recommends dismissal to the DA.
Termination Process	At what point is termination considered and how is the final termination decision determined? Describe that process and how this information is reported to the prosecutor and defense counsel.	Termination would be considered after multiple violations or noncompliance with the program. The DA will have the ultimate say for termination from the program.

Program Specifics

Topic	Question	Response/Explanation
Frequency of Meetings	Do you have regular meetings to discuss your diversion program operations and/or staff participant progress? How often does this group meet and who attends? Who does not attend?	The frequency of meetings and what will be discussed has not been fully decided. There will be staffings for clients who are facing multiple violations and there will be a policy team to evaluate implementation.
Incentives, Sanctions and Response to Violations	Explain how incentives and sanctions are handled in the program to modify participant behavior. • List specific incentives and sanctions utilized in the program. • Who is authorized to offer an incentive? • Who is authorized to impose a sanction?	A list of incentives and sanctions will need to be determined by the planning group. This has not yet been fully flushed out for the purposes of this application. It is likely that incentives will be verbal, as well as monetary. And sanctions will be targeted to the specific behavior. The case manager will be authorized to impose sanctions and incentives.

	• What approach will be taken to respond to program violations? • How are incentives and sanctions tracked?	
Program Fees	Are there fees associated with program participation? If fees are charged: • What is the amount of the fee? • What are the fees being used to support? • When are the fees charged? • Are participants evaluated on their ability to pay program fees and are alternatives offered? • Are program fees a barrier to admission, phase advancement or phase advancement or program completion?	A \$50 per participant program fee will be charged. It can be paid at any time during the program but is a requirement to successfully complete the program. If however, the participant has the inability to pay even after exploring a payment plan, he/she will still be allowed to successfully complete if all other requirements have been met. The fees will be used to support incentives for the program
Program Capacity	Discuss the capacity of the program. Incorporate baseline or local program data if available. • How many participants are currently being served in the program? • What is the capacity of the program? • What is the anticipated maximum annual capacity?	There is not a current Diversion Program in Sawyer County, the capacity will be determined by the planning group during the initial 6 months of this funding.

Program Evaluation

Topic	Question	Response/Explanation
Performance Measurement	All data is collected in the Comprehensive Outcome, Research, and Evaluation (CORE) Reporting System through DOJ. Describe how program data has been analyzed and what changes have been made to the program based on performance measurement data.	The Diversion Program will enter required data into CORE.
Evaluation	Explain whether the program plans to have a process, outcome, or impact evaluation completed, in addition to the overall TAD	There is not a plan to have an external evaluation.

	evaluation conducted by DOJ. Indicate who will conduct the evaluation and what it will cover.	
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Using the table below, identify the goals and objectives of this program. Be sure to also include the **two primary goals established in the statute:**

1. Reduce recidivism rates for nonviolent offenders in the program and increase public safety.
2. Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.

Keep in mind that goals and objectives should be SMART (specific, measurable, attainable, realistic, and time-bound).

Goals	Objectives	Activities	Measures of Impact/Outcome
<i>What are the long-term goals of the program/court?</i>	<i>What are the steps or intermediate goals that will support achievement of the long-term goals?</i>	<i>What is the program doing or what services are being delivered to meet the program goals & objectives?</i>	<i>What measures will be used to determine whether or not the program is meeting the goals and objectives?</i>
1. Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.	A. Target low/moderate risk individuals for diversion	Screening and Assessment	# referred # screened # eligible
	B. Admission to program as soon as possible after arrest	Screening in custody or out of custody Referral to DA Completion of assessment Drafting of DPA	# admitted # of days from referral to admission # of jail days averted

	C. Orientation	Case management meeting Case planning and goal setting Referrals made for treatment and other services	Persons will receive information about the program, set goals and be referred for treatment and services to support sobriety and recovery Persons will learn and engage in a substance free prosocial lifestyle. Reduction in jail population of substance abusing individuals
2. To reduce recidivism and increase public health and safety	A. To provide integrated substance abuse treatment Provide comprehensive ancillary support services to address criminogenic needs. Address non-compliant behavior immediately	Link participant to AODA treatment Ensure continuum of AODA treatment is accessible Link participant to mental health services; family counseling; trauma counseling; job skills training; job placement services, etc. Carey guides Staffing appearances Therapeutic adjustments	Level of care and dosage amount meets the need of the participant Phase completion and # of graduates # and type of behavior responses Participants will engage in prosocial activities; learn job skills and become productive members of society Reduction in recidivism

	B. Monitoring and community Supervision	Random Drug testing	# of test administered # of positive and negative tests
3. To promote long-term self- efficacy in recovery and prosocial behavior	A. Reinforce progress and address anti-social behavior and relapses through a coordinated strategy of sanctions, incentives and therapeutic adjustments	Apply Incentives Require Community support meetings Require Prosocial and recovery activities Relapse prevention planning and aftercare	# and types of incentives per individual # community meetings and recovery activities attended # of relapses and type of responses
	B. address criminal thinking	CBT	Pre-and post- test scores of TCU Criminal Thinking screen will show improvement individuals who successfully complete CBT. Impact is improvement in community health and safety
4. To ensure adherence to Diversion Standards	A. continuously monitoring in-program outcomes and team practices	Data collection and review Make changes or enhancements based on data Team meetings	Program outcomes such as numbers of completions, and days of sobriety, numbers and types of behavior responses Enhancements are made and completion rates increase At least quarterly

	B. Training C. Establish and utilize Community Partnerships	Standards training In-service Make linkages in the community	# staff attended # of Continuing education credits obtained # of agencies providing supportive services Increased number of partnerships and collaborations
5. Raise awareness in the community of the benefits of Sawyer County Pretrial Diversion Program.	A. Public outreach B. Brochures, website and Community Outreach	Make appearances in the community to promote and educate about diversion. Create testimonials, press releases, etc to demonstrate successes Develop brochures and maintain/update website Organize community outreach activities	# of connections # of outreach events attended Impact will be public support of programs



CRIMINAL JUSTICE COMMITTEE

Budget Year 2022

G/L Account	Account Description	2021 Actual Amount	2021 Amended Budget	2022 Department	2022 Administrator
Fund 100 - General Fund					
Department 04 - Criminal Justice					
Public Charges for Services					
Other Public Charges for Services					
100-04-46600	Public Charges for Services	105.40	50,000.00	.00	.00
	Other Public Charges for Services Totals	\$105.40	\$50,000.00	\$0.00	\$0.00
	Public Charges for Services Totals	\$105.40	\$50,000.00	\$0.00	\$0.00
	Intergovernmental Charges for Services				
	Other Local Governments				
	General Government				
100-04-46771	LCO Reimbursement	.00	25,000.00	25,000.00	50,000.00
	General Government Totals	\$0.00	\$25,000.00	\$25,000.00	\$50,000.00
	Other Local Governments Totals	\$0.00	\$25,000.00	\$25,000.00	\$50,000.00
	Intergovernmental Charges for Services Totals	\$0.00	\$25,000.00	\$25,000.00	\$50,000.00
State Account 51215 - Criminal Justice Expenses					
Contractual Services					
100-04-51215-50218	Professional Services	.00	2,500.00	.00	.00
100-04-51215-50220	Contracted Expenses	116,917.50	135,375.00	223,235.00	223,235.00
100-04-51215-50225	Telephone	.00	1,320.00	.00	.00
100-04-51215-50242	Repair & Maint.	.00	1,320.00	.00	.00
100-04-51215-50331	Software, Licensing, Maint. Fees	.00	834.00	.00	.00
	Contractual Services Totals	\$116,917.50	\$141,349.00	\$223,235.00	\$223,235.00
	Supplies and Expense				
100-04-51215-50311	Postage	.00	300.00	.00	.00
100-04-51215-50312	Office Supplies	.00	900.00	.00	.00
100-04-51215-50313	Printing	.00	600.00	.00	.00
100-04-51215-50325	Registration Fees	.00	2,000.00	.00	.00
100-04-51215-50329	Dues/Subscriptions	.00	1,000.00	.00	.00
100-04-51215-50339	Travel	.00	1,437.00	.00	.00
	Supplies and Expense Totals	\$0.00	\$6,237.00	\$0.00	\$0.00
	Fixed Charges				
100-04-51215-50513	Public Liability Insurance	.00	650.00	.00	.00
	Fixed Charges Totals	\$0.00	\$650.00	\$0.00	\$0.00
	Totals	(\$116,917.50)	(\$148,236.00)	(\$223,235.00)	(\$223,235.00)
State Account 51215 - Criminal Justice Expenses					
State Account 51217 - STOP/Bail Bond Testing					
Contractual Services					
100-04-51217-50220	Contracted Expenses	1,794.00	49,025.00	.00	.00



CRIMINAL JUSTICE COMMITTEE

Budget Year 2022

G/L Account	Account Description	2021 Actual Amount	2021 Amended Budget	2022 Department	2022 Administrator
Fund	100 - General Fund				
Department	04 - Criminal Justice				
State Account	51217 - STOP/Bail Bond Testing				
Contractual Services					
	<i>Contractual Services Totals</i>	\$1,794.00	\$49,025.00	\$0.00	\$0.00
	<i>Supplies and Expense</i>				
100-04-51217-50340	Operating Supplies	.00	25,000.00	.00	.00
	<i>Supplies and Expense Totals</i>	\$0.00	\$25,000.00	\$0.00	\$0.00
State Account	51217 - STOP/Bail Bond Testing	(\$1,794.00)	(\$74,025.00)	\$0.00	\$0.00
	Totals				
Department	04 - Criminal Justice Totals	(\$118,606.10)	(\$147,261.00)	(\$198,235.00)	(\$173,235.00)
Fund	100 - General Fund Totals	(\$118,606.10)	(\$147,261.00)	(\$198,235.00)	(\$173,235.00)
	Net Grand Totals				
	REVENUE GRAND TOTALS	\$105.40	\$75,000.00	\$25,000.00	\$50,000.00
	EXPENSE GRAND TOTALS	\$118,711.50	\$222,261.00	\$223,235.00	\$223,235.00
	Net Grand Totals	(\$118,606.10)	(\$147,261.00)	(\$198,235.00)	(\$173,235.00)