



FY 2014-2015

COMMUNITY JUSTICE PLAN

FOR

WICHITA COUNTY

**COMMUNITY SUPERVISION AND CORRECTIONS
DEPARTMENT**

JUDICIAL ENDORSEMENT(S)

MARK T. PRICE

Name

Signature of Administrative Judge/**DATE**

(Designated to represent District and County Court-at-Law Judges in Judicial District)

COMMITMENT TO PLAN

The Community Justice Council and Community Supervision and Corrections Department are committed to our Community Justice Plan and the use of alternative and intermediate sanctions as set forth in the plan. We are dedicated to the protection of the community and the (re)habilitation of the offender, and we support the full use of a continuum of sanctions which will assist us in achieving those results.

Community Justice Council

Signature of Community Justice Council Chairperson/**DATE**

JUDGE ROBERT P. BROTHERTON

Title (if elected/appointed state/county/city/school district official)

P.O. BOX 179
Mailing Address

WICHITA FALLS, TEXAS 76307
City/ Zip Code

940-766-8213
(Area Code) Daytime Telephone

Wichita County CSCD

Signature of Director/**DATE**

LIST OF COMMUNITY JUSTICE COUNCIL MEETINGS AND MEMBERS CONTACT INFORMATION:

Texas Government Code, § 76.003 and 509.007 and Texas Administrative Code, § 163.25

MEETING HELD ON THE FOLLOWING DATE TO APPROVE THIS CJP:

Meeting held on February 7, 2012 in the 30th District Courtroom chaired by Judge Robert Brotherton.

MEMBER'S NAME: JUDGE ROBERT BROTHERTON, CHAIRMAN

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: JUDGE GREG KING

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: JUDGE GARY BUTLER

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: JUDGE WOODY GOSSOM

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: MAUREEN SHELTON, DISTRICT ATTORNEY

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: SHERIFF DAVID DUKE

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: JIM RASMUSSEN, PUBLIC DEFENDER

MAILING ADDRESS: 600 SCOTT ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: MITIZI BROTHERTON, COURT ADMINISTRATOR

MAILING ADDRESS: 900 SEVENTH ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: SENATOR CRAIG ESTES

MAILING ADDRESS: 2525 KELL STE 302 WICHITA FALLS, TEXAS 76308

MEMBER'S NAME: REPRESENTATIVE LANHAM LYNE

MAILING ADDRESS: 3707 MAPLEWOOD WICHITA FALLS, TEXAS 76308

MEMBER'S NAME: CURTIS PITCHFORD, PAROLE

MAILING ADDRESS: 3100 FIFTH ST., STE 118 WICHITA FALLS, TEXAS 76301

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MEMBER'S NAME: RODDY ADKINS, DIRECTOR MHMR

MAILING ADDRESS: 500 BROAD ST. WICHITA FALLS, TEXAS 76301

MEMBER'S NAME: LINDA KALSKI

MAILING ADDRESS: 4500 HOLLANDALE WICHITA FALLS, TEXAS 76308

MEMBER'S NAME: TED PADDACK

MAILING ADDRESS: 3400 TAFT BLVE. WICHITA FALLS, TEXAS 76308

MEMBER'S NAME: DENNIS BACHMAN, CHIEF OF POLICE

MAILING ADDRESS: 610 HOLLIDAY ST. WICHITA FALLS, TEXAS

MEMBER'S NAME: DR. GEORGE KAZANAS, WFISD SUPERINTENDENT

MAILING ADDRESS: P.O. BOX 97533 WICHITA FALLS, TEXAS 76307

MEMBER'S NAME: MAYOR GLEN BARHAM

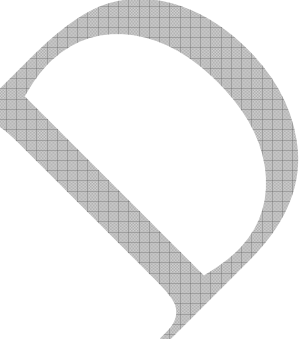
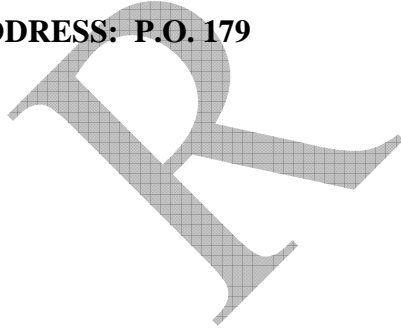
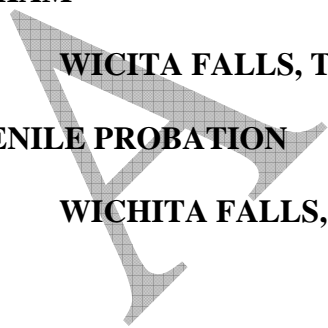
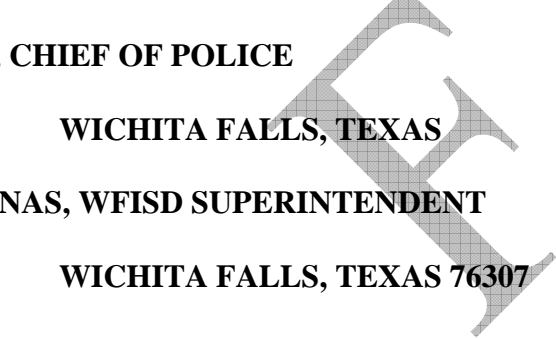
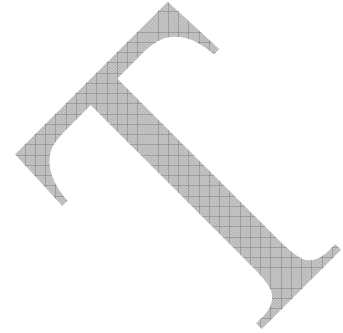
MAILING ADDRESS: P.O. BOX 1431 WICHITA FALLS, TEXAS 76307

MEMBER'S NAME: KIRK WOLFE, JUVENILE PROBATION

MAILING ADDRESS: P.O. BOX 1470 WICHITA FALLS, TEXAS 76307

MEMBER'S NAME: DAVE JOHNSON

MAILING ADDRESS: P.O. 179 WICHITA FALLS, TEXAS 76307



MISSION STATEMENT
WICHITA COUNTY CSCD

MISSION STATEMENT

The mission of the Wichita County Community Supervision and Corrections Department is to supervise offenders placed on felony, misdemeanor, or pre-trial supervision by the 30th, 78th, and 89th District Courts, County Court-at-Law No.'s 1 and 2, and the Wichita County Court and to supervise is also provided offenders residing and/or working in Wichita County who are from other jurisdictions requesting courtesy supervision.

The department seeks to:

- Protect the community through supervision of the offender;
- Deter criminal behavior through the administration of a continuum of sanctions imposed by the court;
- Encourage and instill the desire for positive changes in the offender's behavior;
- Assess and identify areas of need in the offender's life and refer the offender to the appropriate community resource;
- Provide services and information to the victims of the offenders under its supervision;
- Seek justice in all matters; and
- Increase community involvement in the community corrections system.

While the community supervision and corrections department is entrusted with the supervision of offenders by casework supervision, counseling, working to change offender behavior, coordinating the access to available community resources and keeping the courts and other criminal justice agencies informed, the offender has the ultimate responsibility to successfully complete community supervision.

LONG RANGE GOALS

1. The Wichita County CSCD will continue to implement "Evidenced Based Practices" to maximize the use of funding and resources in the supervision of individuals placed on community supervision.
2. The Wichita County CSCD will focus on caseloads addressing high risk and high need offenders on community supervision will continue to provide intensive supervision to sex offenders, felony drug and alcohol offenders and offenders with identified mental illnesses.
3. The Wichita County CSCD will seek to identify cognitive based programs that utilize evidenced based practices in the local community and increase referrals to these programs.
4. The Wichita County CSCD will, as part of implementing evidence based practices, revise the department's continuum of sanctions and add a continuum of incentives.
5. The Wichita County CSCD will begin implementation of paperless case files.

PROGRESSIVE SANCTIONS MODEL:

See Texas Government Code, § 509.016.

WICHITA COUNTY CSCD

CONTINUUM OF SANCTIONS PLAN

In a planned effort to reduce the number of offenders on community supervision revoked for technical violations of probation, the Wichita County CSCD is implementing a continuum of sanctions plan that officers can utilize in response to technical violations by offenders. The plan applies only to technical probation violations and some low level misdemeanor offenses with supervisor approval (See 3.09). A violation report will be submitted to the District Attorney on all new arrests of probationers and will be addressed by the court.

A continuum of sanction plan is a system of structured, incremental responses to non-compliant probationer behavior exhibited while under supervision. The sanctions are measured and progressive responses to technical violations by offenders on community supervision. The progressive sanction plan holds the probationer accountable for the non-compliant behavior and applies sanctions in a timely manner. Immediate response to violations is important to correct behavior and encourage change.

The goal of the continuum of sanction plan is to:

- a) Maintain public protection and foster rehabilitation by holding probationers accountable for their behavior;
- b) Ensure that probationers face uniform and consistent sanctions that correspond to the seriousness of behavior;
- c) Permit flexibility in the response to the probationer's behavior to the extent allowed by law;
- d) Encourage the use of creative sanctions in appropriate situations; and
- e) Improve community supervision planning and resource allocation.

To use the plan, a probation officer matches the level of the violation to the corresponding level of sanction. The officer may choose one or more of several sanction options at each level. The officer uses his/her best judgment in applying the appropriate sanction(s). Officers may enhance violations and sanctions to a higher level due to:

- a) The repetition of the violation;
- b) The supervision risk level of the offender;
- c) The offender being supervised on a specialized caseload.

LEVEL 1

VIOLATION

- No show for a scheduled Office Visit (1st offense)
- One Month in arrears on court ordered payments
- Failure to find employment within 30 days
- Failure to work the required monthly hours of CSR
- Failure to complete required classes in 180 days
- Failure to attend required AA/NA meetings
- Failure to provide correct home, work , phone information
- Associating with persons and places of disreputable or harmful character or being in a place where alcoholic beverages are sold, served or consumed (1st offense)
- Leaving Wichita County without written permission (1st offense)

SANCTION

- Written or verbal reprimand by the officer and documented as a sanction in the chronological report
- Termination of mail-in status
- Letter of apology from the defendant to the officer
- Ineligible for a travel permit for 45 days
- Submit job search documentation (A. M. #1)
- Participate in AA/NA (A. M. #3)
- Attend an education class (A. M. #4)
- Money Matters Class (A. M. #4)

LEVEL 2

VIOLATION

- Failure to comply with a sanction imposed for a Level 1 violation
- No show for a scheduled Office Visit (2nd time in three month period)
- Two months in arrears on court ordered payments
- Submitting a positive UA or PBA, making an admission of using alcohol or illegal drugs or failing to submit to a UA or PBA
- Failure to find employment within 60 days
- Failure to work the required monthly hours of CSR (2nd offense)
- Failure to attend required AA/NA meetings two times in 3 week period
- Failure to be at designated location for scheduled FV
- Associating with persons and places of disreputable or harmful character or being in a place where alcoholic beverages are sold, served or consumed (2nd offense)

SANCTION

- Increased Reporting (A. M. #10)
- Ineligible for a travel permit for 60 days
- Submit a budget and payment plan to the officer
- Money Matters Class (A. M. #4)
- Letter of apology from the defendant to the judge
- Outpatient substance abuse treatment (A. M. #6 or #8)
- Additional CSR hours (A. M. #5)
- Curfew (A. M. #11)
- Attend and complete job education program at TWC, DARS or Region IX (A. M. #2)
- Submit job search documentation (A. M. #1)
- Participate in AA/NA (A. M. #3)
- Attend an education class (A. M. #4)
- Letter of reprimand from the supervisor
- Weekly Travel Itinerary (A. M. #12)
- Letter from a supervisor
- Submit a copy of most recent filed income tax return to the officer (A.M. #22)

LEVEL 3

VIOLATION

- Failure to comply with sanctions imposed for a Level 2 violation
- Three months in arrears on court ordered payments
- Failure to report for a scheduled Office Visit (3rd time in 4 month period)
- Failure to find employment within 90 days
- Failure to work the required monthly hours of CSR (3rd offense)
- Failure to attend required AA/NA meetings 3 times in 4 week period
- Submitting positive UA/PBA, admitting to alcohol or illegal drug use or failing to submit a UA/PBA (2nd offense)
- Failure to provide correct home, work, phone information (2nd offense)
- Associating with persons and places of disreputable or harmful character or being in a place where alcoholic beverages are sold, served or consumed (3rd offense)
- Leaving Wichita County without written permission (2nd offense)
- Leaving the State of Texas without permission of the court (1st offense)
- Three months in arrears on payment plan with Wichita County Collections Department

SANCTION

- Weekends in jail (A. M. #14)
- In-patient 28 day substance abuse treatment (A. M. #7)
- Submit a copy of most recent filed income tax return to the officer (A.M. #22)
- Attend an education class (A.M. #4)
- Ineligible for a travel permit for 90 days
- Increased level of reporting (A. M. #10)
- Administrative Hearing with supervisor
- Outpatient substance abuse treatment at Helen Farabee or Serenity Foundation (A. M. #6 or #8)
- Required weekly travel itinerary (A. M. #12)
- Letter from a supervisor
- Electronic Monitoring (A. M. #13)
- SCRAM (A.M. #18)
- Curfew (A.M. #11)
- Letter from the District Attorney
- Submit job search documentation (A. M. #1)
- In-Hom Alcohol Detection Device (A. M. #23)

SUBSTANCE ABUSE CASELOAD

LEVEL 3

VIOLATION

- Unexcused no show for a scheduled Office Visit (2nd offense)
- Not providing documentation of attending required number of AA/NA meetings two months
- Unexcused absence from a required treatment meeting (2nd time)
- Positive UA/PBA or admission of alcohol or illegal drug use (1st time)
- Associating with persons and places of disreputable or harmful character or being in a place where alcoholic beverages are sold, served or consumed (1st time)
- Driving with a suspended driver's license (1st time)

SANCTION

- Increased reporting (A. M. #10)
- Administrative Hearing
- 90 meetings in 90 days (A. M. # 3)
- SCRAM or GPS monitoring device for __ weeks/months (A. M. # 18)
- In-Hom Alcohol Detection for __ weeks/months (A.M. # 23)
- Ineligible for a travel permit
- Weekends in jail

LEVEL 3
Sex Offender Caseload

VIOLATION	SANCTION
<ul style="list-style-type: none">• Failure to comply with sanctions imposed for a Level 2 violation• Unexcused no show for a scheduled office visit (2nd offense)• Unexcused absence from SOT group meeting (1st offense)• Unexcused absence from scheduled individual SOT meeting (1st offense)• Fail to take a polygraph, deception and/or inconclusive result of a polygraph (2nd in a 12 month period)• Internet access without CSCD approved computer Monitoring software (1st offense)• Unauthorized entry into a child safety zone (1st offense)	<ul style="list-style-type: none">• Ineligible for a travel permit for 90 days• Administrative Hearing with supervisor• Required weekly travel itinerary (A. M. #12)• Electronic Monitoring (A. M. #13)• Curfew (A.M. #11)• Increased reporting (A. M. #10)• Weekends in jail (A. M. #14)• Deny computer access• Participate in SOT study group

LEVEL 4

VIOLATION

- Failure to comply with sanctions imposed for a Level 3 violation
- Failure to comply with sanctions imposed at an Administrative Hearing
- 5 months in arrears on court ordered payments
- Failure to report as scheduled for a 4th time in a 5 month period
- Submitting a positive UA/PBA, admission of using alcohol or illegal drugs or failure to submit to a UA/PBA (3rd offense)
- Not attending or successfully completing an inpatient or an outpatient substance abuse treatment program
- Driving a vehicle without a court ordered interlock device installed (non-program)
- Leaving Wichita County without written permission (3rd offense)

SANCTION

- Return to a specialized program operated by the CSCD
- Apply additional terms of the Agreed Modification
- Administrative Hearing with a supervisor
- Ineligible for a travel permit for 120 days
- Electronic monitoring (A. M. #13)
- SCRAM (A. M. #18)
- Weekends in jail (A. M. #14)
- State Contracted ISF (A. M. #20)

**SUBSTANCE ABUSE
CASELOAD**

LEVEL 4

VIOLATION	SANCTION
<ul style="list-style-type: none"> • Positive UA or other verification of alcohol or illegal drug use (2nd time) • Unexcused absence from a required treatment meeting (3rd time) • Not providing documentation of attending required number of AA/NA meetings three months • New offense involving drugs or alcohol • Driving with a suspended driver's license (2nd time) • Driving without the court ordered interlock device installed on the vehicle being driven (2nd time) • Failure to comply with any Level 3 sanction • No Show for 2nd scheduled Office Visit in the same month • Associating with persons and places of disreputable or harmful character or being in a place where alcoholic beverages are sold, served or consumed (2nd time) • Not completing program conditions within required time period 	<ul style="list-style-type: none"> • SCRAM or GPS monitoring device for ___ weeks/months (A. M. # 18) • In-Hom Alcohol Detection Device for ___ weeks/months (A.M. # 23) • TTC relapse • State Operated Intermediate Sanctions Facility (A.M. # 20) • Weekends in jail (A. M. #14) • Ineligible for a travel permit- • Administrative Hearing

LEVEL 4
Sex Offender Caseload

VIOLATION

- Failure to comply with sanctions imposed for a Level 3 violation
- Unexcused absence from scheduled SOT group meeting (2nd offense in 6 month period)
- Unexcused absence from scheduled individual SOT meeting (2nd offense in 6 month period)
- Unexcused no show for two office visits in same month
- Fail to take a polygraph, deceptive and/or inconclusive result on a polygraph (3rd in 12 month period)
- Suspension from SOT group by therapist
- Failed annual polygraph by defendant who has completed SOT Program
- Fail to take a polygraph, deceptive and or inconclusive result on a polygraph by defendant with approved chaperone contract
- Unauthorized entry into a child safety zone (2nd offense)
- Internet access without CSCD approved computer monitoring software (2nd offense)

SANCTION

- Electronic monitoring (A. M. #13)
- Re-enter the Sex Offender Treatment Program operated by the CSCD (A. M. #16)
- 30 days in jail (A. M. #17)
- Weekends in jail (A.M. #14)
- Suspension of Chaperone Program
- Polygraph
- Ineligible for Travel Permit for 180 days
- State Contracted ISF (A. M. #20)

LEVEL 5

VIOLATION

- Failure to comply with sanctions imposed at previous levels
- Failure to comply with sanctions imposed at an Administrative Hearing
- Unsuccessful discharge from any court ordered treatment program
- Not attending or successfully completing SAFPF
- Driving a vehicle without an interlock device installed (2nd offense)
- Failure to comply with sex offender registration requirements or submitting to DNA testing
- Failure, by a sex offender, to access internet services without software installed to monitor internet usage
- Leaving the State of Texas without permission of the court (2nd offense)
- Violation of SCRAM or GPS
- Failure to complete court-ordered jail time

SANCTION

- File a violation report requesting:
 - a. Extension of probation and case be adjudicated (if a deferred case)
 - b. 30 to 180 days in jail
 - c. CCF:
 1. Restitution Center
 2. Intermediated Sanctions Facility
 3. Substance Abuse Treatment Facility
 4. Court Ordered Residential Treatment
 - d. SAFPF
 - e. SAFPF Relapse
 - f. Shock Probation
 - g. Boot Camp
 - h. Other sanction (if not agreed to by defendant)

TEXAS GOVERNMENT CODE 509.007:

Texas Government Code, Section 509.007, is amended to read as follows:

(b) A community justice plan required under this section **must include:**

a separate description of any programs or services the department intends to provide to

1. Enhance public safety;
2. Reduce recidivism;
3. Strengthen the investigation and prosecution of criminal offenses;
4. Improve programs and services available to victims of crime; and,
5. Increase the amount of restitution collected from persons supervised by the department.

Only include new programs that meet all five elements.

NOT APPLICABLE

DRAFT

Community Corrections Inventory of Programs FY 2014 x FY 2015 x

(CSCD) <u>WICHITA</u>	Yes		Provider	
	F (X)	M (X)	CSCD (X)	Other (X)
Program/Services				
Diagnostic Screening:				
Alcohol	X	X	X	X
Drug	X	X		X
Education	X	X	<input type="checkbox"/>	X
Mental Impairment	X	X	<input type="checkbox"/>	X
Psychological Evaluation	X	X	<input type="checkbox"/>	X
Other Screening (list):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEX OFFENDER	X	X	<input type="checkbox"/>	X
Pre-Adjudication:				
Drug Courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PSI Report	X	X	X	<input type="checkbox"/>
Pre-Trial Services:				
Release: Bond Supervision (list type):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diversion (Deferred Prosecution)	X	X	<input type="checkbox"/>	X
Other Pre-Trial Services (list):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deferred Adjudication	X	X	X	<input type="checkbox"/>
Post Adjudication:				
Supervision:				
Regular	X	X	X	<input type="checkbox"/>
Intensive Supervision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surveillance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specialized Caseload:				
Culturally Specific	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developmentally Disabled/ Mentally Retarded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family Violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gang	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High Risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mentally Impaired	X	X	X	X
Sex Offender	X	X	X	<input type="checkbox"/>
Substance Abuse	X	X	X	<input type="checkbox"/>
Youth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Specialized Caseload (list):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Day Reporting Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Day Resource Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Supervision (list):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F- Felony M-Misdemeanor

Community Corrections Inventory of Programs (continued)

(CSCD) <u>WICHITA</u>	Yes		Provider	
	F (X)	M (X)	CSCD (X)	Other (X)
Services/Sanctions/Tools				
Academic Education	X	X	<input type="checkbox"/>	X
Batterer's Intervention Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cognitive Training	X	X	<input type="checkbox"/>	X
Community Service Restitution	X	X	X	X
Continuous Alcohol Monitors	X	X	X	X
Domestic Violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic Monitoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment	X	X	<input type="checkbox"/>	X
Ignition Interlock	X	X	X	X
Independent Case Manager (MH/MR)	X	X	<input type="checkbox"/>	X
Life Skills Training	X	X	<input type="checkbox"/>	X
Non-Academic Education	X	X	<input type="checkbox"/>	X
Parenting Class	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Urinalysis	X	X	X	<input type="checkbox"/>
Victim Services	X	X	X	<input type="checkbox"/>
Victim-Offender Mediation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Services/Sanctions/Tools:				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Counseling Services				
DSHS/DADS/MI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex Offender Continuum	X	X	X	<input type="checkbox"/>
Substance Abuse – Non-TAIP	X	X	X	<input type="checkbox"/>
Substance Abuse – TAIP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Counseling Services (list):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drug Treatment Courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Residential Custodial Facilities				
Community Corrections Facilities:				
Boot Camp & Custody Facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Court Residential Treatment Center	X	X		X
Facility for the Mentally Impaired	X	X	<input type="checkbox"/>	X
Halfway House	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate Sanction Facility	X	X	<input type="checkbox"/>	X
Restitution Center	X	X	<input type="checkbox"/>	X
Substance Abuse Treatment Facility	X	X	<input type="checkbox"/>	X
Other CCF (list):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract Residential Facilities:				
Boot Camp & Custody Facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Court Residential Treatment Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facility for the Mentally Impaired	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Halfway House	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate Sanction Facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Restitution Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Treatment Facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other CRF (list):				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Punishment Facility	X	X	<input type="checkbox"/>	X
Use of State Jail Facility	X	X	<input type="checkbox"/>	X
Grants and Funds from Other Sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F- Felony M-Misdemeanor Supervision Program Proposals, Non-Residential and CRS Program Proposals, and Residential Program Proposals (CCF).

DRAFT

**PROJECTED PROGRAM OUTPUTS/OUTCOMES FOR FY 2014 - 2015
DATA FORM**

Program Title: **PRE-TRIAL DIVERSION**
 Program Code: **PTR**
 Data Contact Person: **Dave Johnson**
 Number of Screenings Conducted:

Chief CSCD County: **WICHITA**
 Facility Category:
 Projected Number to be served: **150**
 Number of Assessments Conducted:

General Instructions: Only include services that will be paid for from the program proposal award. Do not include referrals or other services that will be provided to program participants outside the program proposal. Complete a separate form for each program code that was listed on the Proposal Cover Sheet. Complete A-H only if these are not being tracked with a separate program code. Answer with "N/A" if not applicable.

A. Group/Individual Counseling

Number of Participants

NA

B. Urinalysis Tests

Number of Individuals Tested

NA

C. Academic Education Services

Number of Participants

NA

Number Mandated by CCP 42.12 § 11(g)

NA

Number of GEDs obtained

NA

D. Electronic Monitoring

Number of Participants

NA

E. Cognitive Training/Cognitive Behavioral

Number of Participants

NA

F. Substance Abuse Education

Number of Participants

NA

G. Employment Services

Number of Participants

NA

Number who secured employment for 3 days or longer

NA

H. Victim Services

Number of Victims Served

NA

Number of Victim-Impact panels held

NA

Number of Victim-Offender mediations completed

NA

Outcomes – Successful Program Completion

Number of participants successfully completing the program

80

Date: February 7, 2012

FY 2014-2015 NON-RESIDENTIAL PROPOSAL

Proposal Element 1: COVER SHEET

CSCD (CHIEF COUNTY OF JURISDICTION): WICHITA

PROGRAM NUMBER: 009

PROGRAM TITLE: VICTIM SERVICES

CJAD FUNDING SOURCE: DP FUNDING TAIP FUNDING
 CCP FUNDING BS FUNDING x

PRIMARY FUNDING RECIPIENTS: CSCD: x

NON-CSCD: BIPP OTHER
 NON-CSCD FUNDING RECIPIENT NAME: _____
 REGIONAL CONSORTIUM:

**ESTIMATE OF OTHER FUNDING SOURCES:
 (NOTTDCJ-CJAD FUNDING SOURCES, NOT PARTICIPANT PAYMENTS)**

FUNDING SOURCE	1st Year	2nd Year
RSAT	\$ _____	\$ _____
Victims Services	\$ _____	\$ _____
Violence Against Women Act (VAWA)	\$ _____	\$ _____
Gang Surveillance	\$ _____	\$ _____
COG	\$ _____	\$ _____
Other:		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total	\$ _____	\$ _____

**PROGRAM CODES
 (Code is DMVB for all BIPPs)**

Primary Program Code: _____ Facility Category (CRS)
VSV
 Secondary Program Code(s): _____

A PROJECTED OUTPUTS FORM MUST BE COMPLETED FOR EACH CODE.

Program Contact Information:

Name: Dave Johnson
 Mailing Address: PO Box 78
 Wichita Falls, Texas 76307
 Telephone: 940-766-8213
 Fax: 940-766-8109
 E-mail: dave.johnson@co.wichita.tx.us

**PROJECTED PROGRAM OUTPUTS/OUTCOMES FOR FY 2014 - 2015
DATA FORM**

Program Title: **VICTIM SERVICES**
 Program Code: **VSV**
 Data Contact Person: Dave Johnson
 Number of Screenings Conducted:

Chief CSCD County: **WICHITA**
 Facility Category
 Number to be served: 300
 Number of assessments Conducted:

General Instructions: Only include services that will be paid for from the program proposal award. Do not include referrals or other services that will be provided to program participants outside the program proposal. Complete a separate form for each program code that was listed on the Proposal Cover Sheet. Complete A-H only if these are not being tracked with a separate program code. Answer with "N/A" if not applicable.

A. Group/Individual Counseling

Number of Participants

NA

B. Urinalysis Tests

Number of Individuals Tested

NA

C. Academic Education Services

Number of Participants

NA

Number Mandated by CCP 42.12 § 11(g)

NA

Number of GEDs obtained

NA

D. Electronic Monitoring

Number of Participants

NA

E. Cognitive Training/Cognitive Behavioral

Number of Participants

NA

F. Substance Abuse Education

Number of Participants

NA

G. Employment Services

Number of Participants

NA

Number who secured employment for 3 days or longer

NA

H. Victim Services

Number of Victims Served

NA

Number of Victim-Impact panels held

8

Number of Victim-Offender mediations completed

NA

Outcomes – Successful Program Completion

Number of participants successfully completing the program

300

Date: February 7, 2012

Proposal Element 2: PROBLEM/NEED DATA

1. Indicate Historic/Programmatic Information that substantiates your jurisdiction’s need for this program. The Wichita County Adult Probation Department began a sex offender caseload and contracted for sex offender treatment in 1988. This program has provided the courts with an alternative to incarceration for a high risk offender. Through intensive supervision, the program has been able to protect the community and with quality treatment, has been able to reduce recidivism.
2. What **other services**, that meet this need, are available to the offender in this jurisdiction?
There is no other sex offender supervision or sex offender treatment program available to sex offenders on community supervision within the jurisdiction of Wichita County.

CHOICE OF PROGRAM DESIGN

The program design is in part based on the TDCJ/CJAD Monograph Sex Offender Treatment (Palmer 1995) and in part from program designs from other successful treatment programs operated by other probation departments in the state. The program uses intensive contact with the offender in conjunction with a treatment program utilizing counselors certified by the Council of Sex Offender Treatment Providers. The officer and the treatment provider work in tandem. The sex offender is required to achieve compliance with the terms and conditions of probation and with the completion of the treatment program. Program plans and supervision plans set out measurable goals and objectives for each offender. Treatment Team Meetings allow the supervision officer and the treatment provider to measure the success of the offender in meeting these goals and objectives. Successful discharge from the program only occurs when the offender has completed both the supervision plan and the treatment plan and demonstrated a period of successful transition.

Proposal Element 3: TARGET POPULATION

- a. x Felony only Misdemeanor only Both
- b. Male only Female only x Both
- c. Age restriction? No x Yes
- If yes, describe: Must be a minimum of 17 years of age
- d. Is this program designed to serve any specific cultural or ethnic group? x No Yes
 If yes, describe. _____
- e. Is this program designed to serve participants with mental health issues? No x Yes
- f. Are participants who are not on community supervision accepted in this program? (e.g. pre-trial, jail inmates, state jail confinees, family members, or others) x No Yes
- If yes, please identify. _____

Proposal Element 4: PROGRAM DESCRIPTION AND PROCESS

PROGRAM DESCRIPTION

The program is designed to provide intensive supervision to sex offenders ordered to participate in a Sex Offender Treatment Program. The supervision officer is required to make a minimum of three (3) face-to-face contacts with the offenders each month, of which one must be in the field. The department uses sex offender treatment providers who are certified by the Council on Sex Offender Treatment Providers to operate a program addressing offender change. Offenders are required to pay all costs related to sex offender treatment. The supervision officer works in conjunction with law enforcement agencies in Wichita County to ensure offenders register as sex offenders as required by law.

REQUIRED STANDARD OPERATING PROCEDURES

POLICY: It is the policy of the Wichita County Community Supervision and Corrections Department to provide specialized, intensive supervision to individuals placed on community supervision for sexual offenses in accordance with the basic conditions of community supervision and special conditions for sex offenders as specified under Article 42.12 and chapter 62 of the Texas Code of Criminal Procedure.

DEFINITION: Sex offenders are those individuals who have a reportable conviction or adjudication for offenses listed and defined by Chapter 62, Article 62.01, Chapter 42, Article 42.12, Sec.9 (m) 1-9 of the Texas Code of Criminal Procedure and whose conditions of probation include treatment with the department's sex offender treatment provider.

PROCEDURES:

A. INTAKE, ORIENTATION, AND CONDITIONS OF SUPERVISION

The standard intake and orientation are performed by the supervising CSO. The following are additional terms of community supervision and statutory requirements for sex offender cases:

1. Defendants are charged a \$5 monthly sex offender supervision fee as per article 42.12, sect. 19 (e)(f).
2. Defendants are referred to treatment for assessment and placement into the Sex Offender Treatment Program as per Article 42.12 Sec 13B (a)(2). The defendant is referred to sex offender counseling and leaves with an appointment date and time for their first session as per Article 42.12 Sec 13B (c).
 - a) The defendant is responsible to attend and participate in all scheduled sex offender treatment sessions and to pay sex offender treatment costs for individual, group, or family counseling to the contract provider at the rate established by the contract.
 - b) Defendants are required to submit and pay for all polygraph exams as part of sex offender treatment.
 - c) Defendants are to pay reasonable and necessary costs incurred by his/her victims for counseling not to extend past one year from the date of the order as per Article 42.12 Sec. 14(b).
 - d) Defendants must sign a medical release of information for any treating physician to provide proof of compliance with any medical treatment ordered, directed, or required by the defendant's treating physician.

- e) Defendants are to remain in the Sexual Abuse Treatment Program until the program is successfully completed as determined by the treatment specialist and the supervising Community Supervision Officer or until defendant's term of supervision expires.
- 3. Defendant will participate in and be supervised under the Sex Offender Supervision Program of the Community Supervision and Corrections Department.
- 4. Defendant will report twice each month to the supervising Community Supervision Officer (CSO).
- 5. Defendant will comply with the sex offender registration laws as found in Article 42.12 Sec 11 (e) and Chapter 62 of the Texas Code of Criminal Procedure. Effective January 1, 2000, anyone for whom registration is required under Chapter 62, Article 62.03 © of the Texas Code of Criminal Procedure must be assigned a numeric risk level.
 - a) Defendant's risk level shall be determined using the Static 99 screening tool and completed by the CSO supervising the defendant on the day of sentencing.
 - b) The pre-release notification (DPS form CR-32) and the sex offender registration requirements (DPS form 35) are to be completed on the day of the offender's initial intake with the department.
 - c) Sex Offender registration from (DPS –CR-35) is to be forwarded to the registration/verification agency according to the defendant's physical residence address.
 - (1) If the defendant resides in the city limits of Wichita Falls, they must verify registration with the Wichita Falls Police Department.
 - (2) If the defendant resides in Burkburnett, Iowa Park or Electra the defendant must verify registration with the police department in those towns.
 - (3) If the defendant resides in a rural area of the county outside the jurisdiction of any of the above police departments, the defendant verifies registration with the Wichita County Sheriff's Department.
 - (4) Use the same criteria as illustrated above for defendant's residing in surrounding counties.
 - d) After notification is given to the defendant, the defendant has 7 days to verify and complete registration with the assigned law enforcement agency.
 - e) The defendant must maintain his/her registration at the frequency and duration noted on the pre-release notification form.
 - 1. Frequency of registration is annual, 90 days, or 30 days as per Article 62.06.
 - 2. Duration of registration is lifetime, 10 years past discharge from probation, or at discharge from probation as per Article 62.12.
 - f) Defendant is required to pay for costs incurred by law enforcement for publication and community notification as required by Chapter 62 and 42.12 Sec 19(g) of the Texas Code of Criminal Procedure.

- g) The defendant shall apply in person to DPS for the issuance of an original or renewal driver's license not later than 30 days from notification from the Department of Public Safety. This license is renewed annually for the duration of the defendant's sex offender registration requirement. DPS is to notify defendants prior to October 30, 2000 and become effective September 1, 2000 as per Article 62.065 of the Texas Code of Criminal Procedure.
- h) Defendants are notified that failure to register is a felony offense and could be used for revocation purposes.
6. A number of terms of community supervision address no contact of the defendant with minors, no contact with the victim(s), or the defendant dating anyone with minor children. Some court orders permit the probation officer and sex offender treatment provider to give prior permission in writing to a probationer to have contact with children. The CSCD will follow this exception by putting permission in writing prior to the event.
7. Child safety zones are established around schools, parks, playgrounds, arcades or another places primarily used by children. 42.12 of the Texas Code of Criminal Procedure Section 13B (f) (1-5) permits a probation officer to give a sex offender on community supervision permission on an event-by-event basis to enter a child safety zone. The CSCD will follow the provisions in 42.12 Section 13B (f) (1-5) in granting exceptions to a sex offender entering a child safety zone.
8. The defendant is not to possess pornography or patronize places that pornography is available including computers.
9. The defendant is to submit a blood sample for the purpose of DNA sampling for the Department of Public Safety data bank.
10. The CSO, in consultation with the treatment provider, will make an effort to determine the person(s) who will be the chaperone for the offender while the offender is in the program. The treatment provider will provide training to the designated chaperone once the chaperone is identified and the person agrees to act as a chaperone.

A CASE CLASSIFICATION

1. Risk and Needs Assessment: standard risk and needs assessment are followed for sex offender cases. Special consideration is given to the assaultive nature of sex offenses and the added risk they present to the community. The standard risk and needs assessment and reassessments sometimes underscore sex offender risk and it is routine to override to a higher level of supervision on these defendants. All sex offenders entering the Sex Offender program are carried on Level 1 supervision.
2. Supervision Plan: standard case supervision planning is followed for sex offender cases. Problem prioritization usually places the defendant's deviant thoughts and behaviors as the first to be addressed in supervision and in treatment.
3. R/N and Supervision Plans are required within one month of the defendant's placement on probation.

B CASE MANAGEMENT AND SUPERVISION

1. Assessment Instruments: Strategies for Case Supervision (SCS) evaluation is administered to all cases involving a sexual offense or sex-related offense. Standard policy and procedures apply. SASSI is also available if ordered or needed. Several additional psychological assessments may be administered by the treatment specialist as deemed necessary for treatment.

2. Supervision Levels:

a) Level 1: Sex offenders who are court ordered into the Sex Offender Supervision program and treatment program are given the program code of SCX. An offender, during the first year in the program, is supervised on Level 1 in the SCX program.

Contact requirements for Level 1 are:

I. Three (3) face to face contacts with the defendant each month with at least one of the face to face contacts being in the field.

b) Level 2: After one year in the program, sex offenders in the SCX program are reevaluated by the supervising CSO and the treatment provider for a reduction in supervision level.

The following criteria are considered:

- The Risk/Needs Evaluation score;
- Participation in treatment;
- Technical violations;
- New offenses;
- Most recent polygraph results.

If the defendant has made satisfactory progress in the program, the defendant may be moved to Level 2 in the SCX program.

Contact requirements for Level 2 are:

I. Two (2) face to face contacts with the defendant per month with at least one of the face to face contacts being in the field.

Should a defendant's behavior on Level 2 become unsatisfactory, the officer may increase the level of supervision for the defendant and place the defendant back on Level 1.

c) Level 3: When the sex offender qualifies for the "maintenance" phase of the treatment program, the offender's progress is re-evaluated. The following are considered:

- The Risk/Needs Evaluation score;
- Participation and completion of the treatment program and workbook;
- Sex Offender Treatment Provider Evaluation;
- Technical violations;
- New offenses;
- Most recent polygraph results.

Should the evaluation by the supervising CSO and the treatment provider warrant a change in the level of supervision, based on the above criteria, and should the department supervisor agree, the offender may be placed on a Level 3 in the SCX program.

Contact requirements for Level 3 are:

- I. One (1) face to face contact per month with the defendant in the office per month and one (1) face to face contact with the defendant in the field every other month.

Should the defendant's behavior on Level 3 become unsatisfactory, the officer may increase the level of supervision for the defendant to Level 2.

C Sanctions

1. The supervising probation officer is to use the departments Progression Sanctions Model when offenders on this caseload have technical violations. The sanctions are based on the severity and repetitiveness of the violations. Refer to 3.09, 3.09-A and 3.10 of the CSCD Operations Manual.
2. If a defendant is unsuccessfully discharged from the sex offender treatment program, the supervising officer may file a Motion to Proceed or a Motion to Revoke or file a violation report.
 - a) An MTR or MTPAG paperwork must be signed by the District Attorney's Office and signed by the judge who placed the def on community supervision;
 - b) The MTR or MTPAG is filed with the District Clerk's Office with copies for the District Attorney, the officer and the Sheriff's Department.
3. When the defendant is arrested for a new law violation subsequent to placement on probation, the supervising probation officer will file a violation report with the District Attorney's office recommending a Motion to Proceed with adjudication of guilt or a Motion to Revoke be filed.

D TRANSFER OF SEX OFFENDERS

1. Persons under supervision for sex-related offenses will be transferred to states outside of Texas through Interstate Compact:
 - a) When transferring out of state, the CSCD must comply with all the requirements of the Interstate Compact.
 - b) Interstate Compact has special rules for the transfer of sex offenders and the CSCD will fully comply with these rules.
 - c) The CSCD will not grant an offender permission to relocate to any other state until the receiving state agrees to the transfer.
2. Persons under supervision for sex-related offenses will be transferred to other counties in Texas using the standards and procedures for transfers common to all offenders under supervision.
 - a) When the offender is transferred to another county or state, the Transfer Officer will determine if specialized supervision and counseling is provided in the receiving jurisdiction. If the receiving jurisdiction has a program and/or counseling available, the Transfer Officer will ensure that the offender is enrolled in the program/counseling. The Transfer officer will assist, as far as

possible, the jurisdiction providing courtesy supervision with any necessary amending of conditions of supervision to ensure that the jurisdiction will provide the best possible supervision to the offender.

- b) If the offender requests to move to a jurisdiction that is not able to provide the level of supervision and counseling originally prescribed by the court in its order, the Transfer Officer will notify the judge in writing regarding the matter. The Transfer Officer MAY recommend to the court that the offender NOT be allowed to relocate due to the lack of resources in the jurisdiction providing courtesy supervision.
3. A sex offender transferring into Wichita County for supervision from another jurisdiction in Texas or from another state must submit to the program requirements of the Wichita County CSCD sex offender treatment program.

E. SUBMISSION OF DNA SAMPLE

1. If an offender is required to submit a blood (DNA) sample to the Texas Department of Public Safety, the supervising officer will ensure that a quality sample is given and submitted to the DPS using their guidelines and materials.
2. The CSCD will make arrangements with a local provider to obtain quality blood (DNA) samples and the offender will pay the cost of the service to the provider.

F. ABSCONDERS

1. When a sex offender case is transferred to absconder, the supervising officer will file a violation report and work to ensure that a motion to revoke or motion to proceed is promptly filed by the Criminal District Attorney's office and a warrant issued.
2. The absconder will be transferred to the Absconder Officer's caseload. The CSCD will make extraordinary efforts to locate sex offender absconders and will use every available means to locate the offender and have the warrant served.

G. EARLY TERMINATION

1. According to Article 42.12 (20) (b), persons convicted of an offense for which on conviction require registration as a sex offender by Chapter 62 of the Code of Criminal Procedure may not be granted early termination of community supervision.
2. It is the policy of the CSCD to refrain from recommending early termination for any offender who is under supervision for a sex-related offense and who may be eligible for early release.

H. DISCHARGE FROM PROGRAM

1. The following criteria are used by the supervising CSO and the treatment provider in determining if an offender has successfully completed the program:
 - a) Completed counseling/treatment requirements with positive results (determined by service provider)

- b) No technical violations in the past 12 months
 - c) No new offenses
 - d) Polygraph results reflect a positive outcome in the program
 - e) Collateral information from other sources (family members, employers, etc.) validates the defendant's compliance with the conditions of probation.
2. If an offender successfully completes the program, the supervising CSO staffs the case with the supervisor for discharge from the program based on the criteria outlined in H.1.(a-e). If all are in agreement, the offender will be transferred to a regular Supervision Officer.
- a) The offender will sign an Agreed Modification removing the defendant from sex offender treatment with the condition the defendant submit to an annual maintenance and an annual new victim polygraph exams and return to treatment at the direction of the supervising officer.
 - b) The supervising probation officer will assign the offender a level of supervision based on the R/N assessment but never lower than a Level 3.
 - c) The defendant must submit to annual maintenance polygraphs and annual new victim polygraphs as scheduled by the CSCD.
 - d) Should the offender violate the sex offender conditions of probation or fail a polygraph exam, the offender will be returned to the Sex Offender Treatment Program. The District Attorney's office will be notified and requested to have a court order issued placing the defendant back into the sex offender treatment program.

When a defendant, in the opinion of the supervising CSO, treatment provider, and supervisor, successfully completes the criteria set out in Section I.1.A, the supervising officer will enter a "COMPLETION OF PROGRAM OR SERVICES {C}" in the PROGRAMS, SERVICES, INCARCERATIONS screen of the CSC system. This will indicate a successful discharge from the program.

3. If an offender is discharged unsuccessful from the treatment program, the supervising officer will file a VR with the District Attorney's Office requesting a motion to revoke or a motion to proceed.
- a) The offender will remain in the program and supervised on Level 1 until the warrant is issued.
 - b) When the warrant is issued, the supervising officer will unsuccessfully discharge the defendant from the "program" by entering a "VIOLATION OF PROGRAM/SERVICE CONDITIONS (C)" in the PROGRAMS, SERVICES, INCARCERATIONS screen of CSS.
 - c) The officer will continue to supervise the offender:
 - If the defendant is in jail: Level 3 until the court takes action
 - If the defendant is released on bond: Level 2 non-program (**Exception:** a minimum of two face to face contacts each month with at least one contact in the field) until the court takes action on the case.

I. PROGRAM MONITORING AND EVALUATION

The Sex Offender Supervision Program will be evaluated biennially to determine if the following program outcomes are being achieved:

A. **Successful Program Completion:** The goal for the program is to have 75% successfully complete the program. The program monitor, in coordination with the supervising officer and the counseling services provider, will determine which offenders, who have been discharged from the program, have done so successfully. Items to consider regarding successful program completion include:

B. **Community Supervision Completion:** The goal for the program is to have 75% successfully complete their community supervision. The CSCD will document positive community supervision completions in its case management information system and will in turn upload this information to the Community Supervision Tracking System (CSTS) on a regular basis. Items to consider regarding successful community supervision include:

- a. Technical violations
- b. New offenses

C. **Recidivism:** The goal for the program is to reduce recidivism by reducing both reported and unreported illicit sexual activity among participants. The first is accomplished through deterrence and the second is accomplished by providing therapy through the counseling program. The CSCD will participate in the CSTS and cooperate with TDCJ-CJAD for tracking this outcome. The CSCD will use criminal history information from TCIC/NCIC to track reported law violations. The CSCD will track individuals for three years from the date of program completion using the standard definition of recidivism (an arrest for a new, separate Class B misdemeanor or more serious offense) provided by TDCJ-CJAD.

D. **Re-incarceration:** The goal for the program is to reduce recidivism by reducing reincarceration for sex offenses. The CSCD will use criminal history information from TCIC/NCIC to track reincarceration for new offenses. The CSCD will participate in the CSTS and cooperate with TDCJ-CJAD for tracking this outcome. The CSCD will track individuals for three years from the date of program completion using the standard definition of re-incarceration (incarceration for a new, separate Class B misdemeanor or more serious offense) provided by TDCJ-CJAD.

PARTICIPANT ACTIVITIES

Participants are required to attend weekly group sessions and monthly individual sessions with the treatment provider. The participant is responsible for all costs related to treatment including polygraph exams. The participants are required to report to the supervising officer two times a month for an office visit and the supervising officers makes a field visit once a month. Participants are required to complete assignments in the treatment handbook and successfully pass routine polygraph examinations.

PROGRAM STAFF AND PROGRAM STAFF ACTIVITIES

The Wichita County CSCD assigns a full time CSO to supervise this caseload. The officer is required to have a minimum of three (3) face-to-face contacts with each offender each month. At least one face-to-face contact must be in the field. The officer is also required to routinely monitor sex offender treatment by “sitting in” on treatment sessions to monitor offender issues and program delivery.

**PROJECTED PROGRAM OUTPUTS/OUTCOMES FOR FY 2014 - 2015
DATA FORM**

Program Title: **SEX OFFENDR SUPERVISION**
 Program Code: **SCP X**
 Data Contact Person: **Dave Johnson**
 Number of Screenings Conducted:

Chief CSCD County: **WICHITA**
 Facility Category:
 Projected Number to be served: **45**
 Number of Assessments Conducted:

General Instructions: Only include services that will be paid for from the program proposal award. Do not include referrals or other services that will be provided to program participants outside the program proposal. Complete a separate form for each program code that was listed on the Proposal Cover Sheet. Complete A-H only if these are not being tracked with a separate program code. Answer with "N/A" if not applicable.

A. Group/Individual Counseling

Number of Participants

NA

B. Urinalysis Tests

Number of Individuals Tested

NA

C. Academic Education Services

Number of Participants

NA

Number Mandated by CCP 42.12 § 11(g)

NA

Number of GEDs obtained

NA

D. Electronic Monitoring

Number of Participants

NA

E. Cognitive Training/Cognitive Behavioral

Number of Participants

NA

F. Substance Abuse Education

Number of Participants

NA

G. Employment Services

Number of Participants

NA

Number who secured employment for 3 days or longer

NA

H. Victim Services

Number of Victims Served

NA

Number of Victim-Impact panels held

NA

Number of Victim-Offender mediations completed

NA

Outcomes – Successful Program Completion

Number of participants successfully completing the program

5

Date: February 7, 2012

FY 2014-2015 NON-RESIDENTIAL PROPOSAL

Proposal Element 1: COVER SHEET

CSCD (CHIEF COUNTY OF JURISDICTION): WICHITA

PROGRAM NUMBER: 005

PROGRAM TITLE: SUBSTANCE ABUSE SUPERVISION PROGRAM

CJAD FUNDING SOURCE: DP FUNDING TAIP FUNDING
CCP FUNDING x BS FUNDING

PRIMARY FUNDING RECIPIENTS: CSCD: x

NON-CSCD: BIPP OTHER
NON-CSCD FUNDING RECIPIENT NAME: _____
REGIONAL CONSORTIUM:

ESTIMATE OF OTHER FUNDING SOURCES:
(NOTTDCJ-CJAD FUNDING SOURCES, NOT PARTICIPANT PAYMENTS)

FUNDING SOURCE	1st Year	2nd Year
RSAT	\$ _____	\$ _____
Victims Services	\$ _____	\$ _____
Violence Against Women Act (VAWA)	\$ _____	\$ _____
Gang Surveillance	\$ _____	\$ _____
COG	\$ _____	\$ _____
Other:		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total	\$ _____	\$ _____

PROGRAM CODES
(Code is DMVB for all BIPPs)

Primary Program Code: SCPS Facility Category (CRS) _____
Secondary Program Code(s): _____

A PROJECTED OUTPUTS FORM MUST BE COMPLETED FOR EACH CODE.

Program Contact Information:

Name: Dave Johnson
Mailing Address: P.O. Box 179
Wichita Falls, Texas 76307
Telephone: 940-766-8213
Fax: 940-766-8109
E-mail: dave.johnson@co.wichita.tx.us

Proposal Element 2: PROBLEM/NEED DATA

1. Indicate Historic/Programmatic Information that substantiates your jurisdiction's need for this program.

Wichita County has a high number of substance abuse related cases processed through the courts resulting in community supervision. Consequently, the Wichita County CSCD has two high risk/specialized substance abuse caseloads to supervise these offenders if placed on probation. The goal of the caseloads is to increase offender success in obtaining and maintaining sobriety through intensive supervision and targeted treatment.

2. What **other services**, that meet this need, are available to the offender in this jurisdiction?

Wichita County has two out-patient substance abuse treatment programs available to work with substance abuse offenders: Helen Farabee Intensive Outpatient Treatment and Serenity House. In addition, SAGE is a contract vendor with TDCJ offering SAFPF aftercare treatment. Both Helen Farabee and Serenity House work in conjunction with the Wichita County CSCD to offer out-patient services to those offenders supervised on the felony DWI caseload. SAGE offers required aftercare treatment to offenders returning from SAFPF while supervised by the Wichita County CSCD.

CHOICE OF PROGRAM DESIGN

Based on the 1998 report "Substance Use Among male Inmates" those incarcerated reported a higher rate of substance addiction than the general population. Other studies document that many people with drug and alcohol addictions who do not receive treatment fail to achieve sobriety. Treatment is necessary to change addiction. In "What Works" literature a treatment program should include a cognitive-behavioral component to increase the probability of success. Most noteworthy is that those in "aftercare" are more successful in abstinence than those who do not receive aftercare as part of treatment. The SAFPF part of the program follows the SAFPF requirements in its design for treatment by providing intensive and supportive aftercare through outpatient treatment. The Multiple DWI program is designed as an intensive supervision program for repeat DWI offenders using intensive outpatient substance abuse treatment, AA, interlock devices and sanctions.

Proposal Element 3: TARGET POPULATION

- a. Felony only Misdemeanor only Both
- b. Male only Female only Both
- c. Age restriction? No Yes

If yes, describe: Must be a minimum of 17 years of age

- d. Is this program designed to serve any specific cultural or ethnic group?
 No Yes
If yes, describe. _____

- e. Is this program designed to serve participants with mental health issues?
No Yes

- f. Are participants who are not on community supervision accepted in this program? (e.g. pre trial, jail inmates, state jail confinees, family members, or others)
No Yes

If yes, please identify. _____

Proposal Element 4: PROGRAM DESCRIPTION AND PROCESS

PROGRAM DESCRIPTION

The Wichita County CSCD designed the program to address two types of referrals from the courts: 1) those ordered by the court to SAFPF, and 2) those who are multiple DWI offenders. The program is designed to provide intensive supervision to those offenders placed in either program by a minimum of three (3) face-to-face contacts per month. In addition the program provides for intensive outpatient substance abuse treatment for each offender in the program. Officers assigned to these caseloads are provided additional training in supervision, substance abuse issues and treatment.

REQUIRED STANDARD OPERATING PROCEDURES

POLICY: It is the policy of the Wichita County Community Supervision and Corrections Department to supervise offenders ordered by the court to participate in the SUBSTANCE ABUSE SUPERVISION PROGRAM in accordance with the procedures set out below. In addition, offenders who participate in the SUBSTANCE ABUSE FELONY PUNISHMENT FACILITY program will be supervised in accordance with the standards and rules developed by the Community Justice Assistance Division of the Texas Department of Criminal Justice.

PROCEDURES:

A. REFERRAL

An offender shall be placed in the Substance Abuse Supervision Program by a court order.

B. LENGTH OF PROGRAM

The length of placement under the Substance Abuse Supervision Program is a minimum of eighteen (18) months but not longer than two (2) years for non-SAFPF offenders. Offenders who are ordered to SAFPF may remain on the specialized caseload for a maximum of nine (9) months after entering phase two of the program unless an extension is granted by CJAD. When an offender is discharged from the program, the Community Supervision Officer must discharge the defendant using the discharge codes found in the CSS system. All offenders successfully discharged from the program are required to complete a minimum of one year in the Transition Phase.

SUPERVISION OF SAFPF OFFENDERS

A. Eligibility

An offender is eligible for the SAFPF program if the following exists:

1. Substance abuse “significantly” contributed to the commission of the crime or violation of community supervision.
2. Offenders must meet criteria set out in Title 37, Part 6, chapter 159, Rule 159.1 of the Texas Administrative Code amended June 16, 2008:
 - (a) Offenders with a detainer filed by the United States Immigration and Customs Enforcement, or a felony detainer, or misdemeanor detainer, or pending charges except as noted in (d) below are not eligible to participate unless the jurisdiction that placed the detainer agrees not to

seek custody of the defendant until after the program and continuum of care requirements have been complete.

- (b) Offenders shall be physically and mentally capable of uninterrupted participation in a rigorous, stressful, and confrontational therapeutic community program. Offenders with special medical or psychological needs shall meet the eligibility criteria for the Special Needs SAFPF as defined in both the CJAD/SAFPF Procedure Manual and the SAFPF Operations Manual.
 - (c) Offenders who have signs or symptoms of acute drug or alcohol withdrawal or who require detoxification are not eligible to participate until they have detoxified.
 - (d) Pretrial detainees are eligible to participate if ordered to do so pursuant to a drug court program established under Chapter 469, Health and Safety Code, or a similar program. The detainee must have already been ordered to participate in an outpatient substance abuse treatment program or a residential substance abuse treatment facility, if available, as a condition of a pretrial order for the charges that are currently pending and has been unsuccessfully discharged from both programs.
 - (e) Offenders convicted of offenses for which sex offender registration is required are not eligible to participate.
3. Defendants are ordered to SAFPF by an original condition of community supervision or by an amendment of the terms of community supervision.

B. SAFPF Packet/Referral

- Original Order of Community Supervision: A SAFPF packet must be completed by the department SAFPF officer when the defendant is ordered to SAFPF by an original condition of community supervision.
- Agreed Amendment of Community Supervision: A SAFPF packet must be completed by the supervising officer if the defendant is ordered to SAFPF by an amendment of the terms of community supervision. (Notify the SAFPF officer if the defendant has special needs. Transfer the case to the SAFPF officer.

C. Special Needs Offenders

- Defendants who are undergoing acute medical evaluation or treatment, in need of inpatient care, in need of permanent infirmary care, have a mental health problem or having an infectious condition requiring isolation may result in a delay or denial of admission.
- Defendants in need of special needs SAFPF must have a current Axis I diagnosis and be on outpatient status for their physical or mental health needs.

- Special needs SAFPF admission must be approved by TDCJ Health Services.
- Documentation regarding the defendant's physical or psychological condition is faxed for determination of eligibility.

D. Scheduling Defendant for Bed at SAFPF

- The SAFPF officer will Fax the completed TDCJ-CJAD SAFPF Admissions Data Form to the Substance Abuse Scheduling at 1-936-437-8788.
- Screening Reports are received from CJAD indicating that the offender has been screened for SAFPF placement and whether the offender will be placed in a "regular" or "special needs" unit.

E. Placement of Defendant in SAFPF

If the Defendant is on furlough:

- The sheriff's department contacts the SAFPF officer to advise of a transport date for the defendant.
- An order to transport prepared by the SAFPF officer and signed by the assistant district attorney and the judge. The order is filed with the District Clerk.
- A copy of the order is provided to the Sheriff's Department and the defendant is notified by the SAFPF officer of the time to report to the jail.
- The SAFPF packet is delivered to the sheriff's department.
- Defendant reports to the jail as directed by the order to transport.

If the Defendant is jail:

- The sheriff's department contacts the SAFPF officer to advise of a transport date for the defendant
- The SAFPF packet is delivered to the sheriff's department

SUPERVISION REQUIREMENTS:

Phase One:

A. Defendant on Furlough awaiting a SAFPF bed

1. The Defendant is supervised on Direct Level 2 with the following minimum requirements:

- a) report one time a week or as directed by the CSO
- b) one field contact every other month
- c) a UA screen every month
- d) participate in an out-patient treatment program approved by the CSO
- e) R/N and Supervision Plan completed within 30 days.

B. Defendant in Jail awaiting a SAFPF bed

1. The defendant is supervised on Direct Level 3. The supervising probation officer will see the defendant, at a minimum, once every three (3) months to maintain the defendant on direct status. The officer completes, at a minimum, the orientation paperwork, the SASSI and the SAFPF packet with the defendant while the defendant is in jail.

C. Defendant in SAFPF

1. When the offender is placed in a SAFPF unit, the defendant is transferred to “indirect ISA” in the CSS Status Screen while at SAFPF.
2. The case remains with the SAFPF officer for supervision.
3. The SAFPF officer conducts Treatment Team Meetings when scheduled by SAFPF staff.

D. TTC

1. The defendant transferred to “indirect other ” in the CSS Status Screen while at the TTC.
2. The case remains with the SAFPF officer for supervision.
3. The SAFPF officer participates in Treatment Team Meetings when scheduled by TTC staff.

PHASE 2:

A. Defendant Successfully Completes SAFPF and TTC

1. The defendant is supervised as Direct Level 1. Direct supervision begins the date an officer has face-to-face contact with the offender. The CSO enters the information into the PROGRAM, SERVICE, INCARCERATION screen of the CSS Sanctions Screen using the code "SCA" and designating the placement is court ordered.
2. The defendant is required to meet the following:
 - a) Report two times a month to the CSCD Offices as scheduled by the probation officer;
 - b) Attend supportive out-patient group and supportive individual treatment with approved TDCJ contract provider;
 - c) attend treatment team meetings as scheduled and attend monthly peer support group;
 - d) Attend and validate attendance at AA or NA, have a sponsor and work the 12 step program;
 - e) Submit, at a minimum, to monthly urinalysis screenings;
3. The SAFPF officer is required to meet the following:
 - a) Complete a Risk/Needs reassessment and supervision plan within 60 days of the defendant's discharge from the TTC and again at 6 months from discharge from the TTC.
 - b) Conduct two face to face contacts per month with the defendant in the CSCD office and one face to face contact with the defendant per month in the field; or
 - c) Complete a drug screen each month.
 - d) Participate in the Treatment Team meeting monthly.
4. A defendant may have reduced reporting requirements if the reassessment at six (6) months from release from the TTC warrants such action and is approved by the supervisor:
 - a) **Two face to face contacts per month with the defendant with at least one contact in the field.**
 - b) **All other requirements remain as stated above.**

SANCTIONS

A. For technical violations of probation, the following sanctions are utilized in supervision:

1. Technical Violations

- The supervising probation officer is to use the department's Progression Sanctions Model when offenders on this caseload have technical violations. The sanctions are based on the severity and repetitiveness of the violations. Refer to 3.09, 3.09-A and 3.10 of the CSCD Operations Manual.

2. New Arrests

- **For violations involving an arrest subsequent to being placed on probation, the supervising officer will file a Violation Report recommending a motion to proceed with adjudication of guilt or a motion to revoke be filed.**

PROGRAM DISCHARGE

1. A defendant successfully completes the program after nine (9) months in Phase 2 when the following criteria are met:
 - a. Completes nine months of supervision, in the specialized community supervision Program from the time of discharge from the TTC;
 - b. Defendant is successfully discharged from the treatment/program and classes;
 - c. The defendant has a written personal relapse prevention plan and, for a substantial period of time, has demonstrated the ability to follow the plan;
 - d. There are no signs or indications of imminent relapse (negative UA screens and documented AA or NA attendance) and collateral contacts validate program compliance.
 - e. The CSO and supervisor determine that defendant made sufficient progress.

When a defendant is successfully discharged from program, the supervising officer will transfer the defendant to the SUBSTANCE ABUSE TRANSITION PHASE. (See SUBSTANCE ABUSE TRANSITION PHASE, pg. 12.

Enter a "COMPLETION OF PROGRAM OR SERVICES {C}" in the PROGRAMS, SERVICES, INCARCERATIONS screen of the CSS system. This will indicate a successful discharge from the program.

2. A defendant is unsuccessfully discharged from the program when, in the opinion of the supervising officer and the supervisor, the defendant does not meet the criteria for successful completion after 9 months of supervision in Phase 2 as set forth above. The supervising officer will:

- a) Request and receive written permission from CJAD to extend the defendant in the program; **or**
- b) File a violation report with the District Attorney's Office requesting a motion to revoke or a motion to proceed recommending relapse TTC or relapse SAFPF;

Upon a warrant being issued, the supervising officer removes the defendant from the program and enters a "VIOLATION OF PROGRAM/SERVICE CONDITIONS {V}" in the PROGRAMS, SERVICES, INCARCERATIONS screen of the CSS system. This will indicate an unsuccessful discharge from the program.

SUPERVISION OF NON-SAFPF OFFENDERS

- A. Eligibility: Non- SAFPF offenders in the Substance Abuse Supervision Program must be high-risk felony offenders or high-risk misdemeanor offenders who are court ordered into the program.
- B. Intake Packet: When a defendant is ordered to the Substance Abuse Supervision Program and is a non-SAFPF offender, the officer supervising the specialized caseload completes the intake packet consisting of:
 1. Conditions of community supervision
 2. Explanation of conditions of community supervision/drug testing form
 3. HIV/AIDS information sheet
 4. Civil Rights and the Federal Firearms Control Act form
 5. Intake Data/Family History form
 6. Health and Substance Abuse form
 7. CSR information, assignment to agency, CSR time sheet, Volunteer Referral
 8. Court ordered condition referrals (DWI Intervention, Ignition Interlock/In-Hom, Victim Impact Panel, Out-Patient treatment, etc.)
 9. Discuss confidentiality, payments, travel permits, and sanctions/incentives
 10. Explanation of the Substance Abuse supervision program form
 11. Orientation checklist

12. Supervisor review sheet

- C. Case Classification: Risk/Needs assessment/reassessment, supervision plan, and SCS are completed within 30 days of placement in the program. R/N reassessment and an updated Supervision Plan are completed annually or whenever there is a significant change in the defendant's supervision. The CSO reviews the supervision plan that addresses the defendant's criminogenic needs with the defendant and obtains his/her signature.

The supervising officer enters the defendant in the program by accessing the PROGRAM/FACILITY tab on the sanction screen of the CSS system. The CSO enters the date a certified officer read conditions to the defendant as the start date for the program and enters the program code "SCA".

D. Program requirements:

1. The CSO supervising the caseload of the defendant placed in the program by court order will complete the following requirements during the program period:
 - a. Two face-to-face contacts in the office and one face to face contact in the field every month (Phase I);
 - b. One face-to-face contact in the office and one face-to-face contact in the field every other month (Phase 2);
 - c. Conduct a UA/PBA test a minimum of once a month. The 80 hours alcohol test will be administered a minimum of once every three months;
 - d. Refer the defendant to programs by providing information;
 - e. Monitor the defendant's compliance with maintaining a clean and sober lifestyle.

2. The defendant who is placed by the court in the program will complete the following requirement during the program period:
 - a. Attend a minimum of three (3) AA/NA meetings per week and provide documentation to the supervising officer while in the program.
 - b. Complete a substance abuse assessment within 30 days of placement in the program and successfully complete the outpatient treatment program within six (6) months.
 - c. The defendant will complete and have approved a "relapse prevention plan" within one (1) year of placement in the program.
 - d. The defendant will comply with the Ignition Interlock/In-hom requirements of the court order.
 - e. Incarceration - The defendant will complete within six (6) months of placement on probation all county jail time ordered by the court. The defendant is to submit a copy of the court order to the sheriff's department when reporting for jail.
 - f. The defendant will attend and successfully complete the DWI Intervention Program within one (1) year of placement in the program.

- g. The defendant will attend the Victim Impact Panel presentation within one (1) year of placement in the program.
- h. The defendant will attend and successfully complete any classes or education programs required by the supervising officer.

PHASE ONE (SCA)

A defendant entering the program is supervised on Level 1 (maximum supervision), regardless of the Risk/Needs score, for one (1) year. Supervision requirements for Phase 1 are:

1. Three (3) face to face contacts per month with the defendant with at least one of the contacts being in the field;
2. One (1) PBA or UA screen per month; the 80 hour alcohol test will administered a minimum of once every three months.

At the end of one (1) year the case will be staffed with the supervisor. If the defendant has not met the requirements of the program, an Administrative Hearing will be scheduled to address the defendant's non-compliance issues and requirements to move to Phase 2 of the program.

PHASE TWO (SCA)

A defendant is eligible for supervision in Phase 2 when the defendant has completed Phase One* and has successfully completed or is in compliance with the program requirements. The defendant is supervised on Level 2. A defendant must remain in Phase 2 a minimum of six (6) months. The minimum supervision requirements for Phase 2 are:

4. One (1) face to face contact per month in the office and one (1) face to face contact every other month in the field;
5. UA/PBA test every month; an 80 hour alcohol test is administered a minimum of every three months;

* **Exception:** A defendant may move to Phase 2 (SCA) before one (1) year in the program if the defendant completes the DWI Intervention class, Outpatient treatment, jail requirement, all other required classes and programs, is currently attending AA/NA, has completed an approved relapse prevention plan and is in compliances with interlock requirements. The case must be staffed with the supervisor before the level change takes place.

F. Sanctions:

1. Technical Violations

- For technical violations of probation, the supervising officer will use the department's Progressive Sanctions Model.

2. New Arrests

- For violations involving a subsequent arrest for a DWI or other law violation, the supervising officer will file a Violation Report recommending one of the following:
- Recommend no action by the District Attorney's office if the defendant has signed an agreed modification to complete an appropriate sanction;
- Recommend a motion to revoke or a motion to proceed to modify the terms of the defendant's supervision to include an appropriate sanction such as *ISF, jail time, SAFPF, etc.*;
- Recommend a motion to revoke or a motion to proceed with the recommendation of revocation.

G. Program Discharge

After six (6) months in Phase 2, the case will be staffed with the supervisor.

1. If the defendant has successfully completed all the conditions of Phase 1 and Phase 2, the defendant will be successfully discharged from the SCA Program and referred to the Transition Phase for a minimum of one year.
 - a. When a defendant is successfully discharged from program, the supervising officer will:
 - i. Enter a "COMPLETION OF PROGRAM OR SERVICES" in the SANCTIONS screen of the CSS system. This will indicate a successful discharge from the program.
 - ii. Transfer the case to the transition officer supervising the Substance Abuse Transition Phase.
2. If the defendant has not met the requirements of the program, an Administrative Hearing will be conducted to:
 - a. Continue the defendant up to six (6) additional months in Phase 2 to meet requirements with appropriate sanctions (in-patient treatment, ISF, jail time, etc.); or

- b. Unsuccessfully discharge the defendant from the SCA Program by:
 - i. Filing a violation report with the District Attorney's Office requesting a motion to revoke or a motion to proceed with adjudication of guilt;
 - ii. Discharge the defendant from the SCA program when the warrant is issued by entering a "VIOLATION OF PROGRAM" in the SANCTIONS screen of CSS. This will indicate unsuccessful discharge from the program.
3. If a defendant is moved to "Indirect other" due to placement at state contracted ISF or a long-term residential treatment program and the defendant is not working on conditions of the program, remove the defendant from the program in the Sanctions Screen of CSS using the reason "Unable to Participate". The defendant will be placed in the program upon returning to direct supervision.

SUBSTANCE ABUSE TRANSITION PHASE

Supervision Requirements

Upon successful discharge from the SCA program, defendants are maintained for a minimum of one (1) year in the Transition Phase.

1. The supervising officer will:
 - a) Complete a Risk/Needs re-assessment and supervise the defendant based on the results of the assessment (defendant's scoring minimum risk will be supervised on Level 3).
 - b) Contact requirements are the same as defendants on regular case classification Level 2 or 3.
 - c) Complete a UA screen every other month regardless of level.
 - d) Supervision plan incorporates elements of the defendant's relapse prevention plan reflecting AA/NA attendance, substance abuse groups, peer groups etc.
 - e) After six months, the supervising officer will staff the defendant's progress with the supervisor to determine progress. The officer will:

- i. continue the defendant in the program; or
 - ii. continue in the program with appropriate sanctions; or
 - iii. submit a violation report to the DA requesting action by the court.
- f) After one year in the Transition Phase, the supervising officer will staff the defendant's progress with the supervisor to determine progress. The officer will:
 - i. transfer the defendant to another officer for regular supervision if the defendant is in compliance; or
 - ii. submit a violation report to the DA requesting action by the court.

PROGRAM MONITORING AND EVALUATION

The Substance Abuse Supervision Program will be evaluated biennially to determine if the following outcomes are being achieved:

- A. **Successful Program Completion:** The goal for the program is to have 75% successfully complete the program using the definition above for successful completion.
- B. **Community Supervision Completion:** The goal for the program is to have 75% successfully complete their community supervision. The CSCD will document positive community supervision completions in its case management information system and will in turn upload this information to the Community Supervision Tracking System (CSTS) on a regular basis. Items to consider regarding successful community supervision include:
 - a. Technical violations
 - b. New criminal offenses
- C. **Recidivism:** The goal for the program is to reduce recidivism by reducing arrests and convictions for substance abuse related offenses. The CSCD will participate in the CSTS and cooperate with TDCJ-CJAD for tracking this outcome. The CSCD will use criminal history information from TCIC/NCIC to track reported law violations. The CSCD will track individuals for three years from the date of program completion using the standard definition of recidivism (an arrest for a new, separate Class B misdemeanor or more serious offense) provided by TDCJ-CJAD.
- D. **Re-incarceration:** The goal for the program is to reduce recidivism by reducing reincarceration for substance abuse related offenses. The CSCD will use criminal history information from TCIC/NCIC to track reincarceration for new offenses. The CSCD will participate in the CSTS and cooperate with TDCJ-CJAD for

tracking this outcome. The CSCD will track individuals for three years from the date of program completion using the standard definition of reincarceration (incarceration for a new, separate Class B misdemeanor or more serious offense) provided by TDCJ-CJAD.

- E. Substance Abuse Abstinence Compliance: Another program goal is to enable program participants to break the cycle of addiction. It is paramount to abstain from the use of alcohol and/or drugs to help achieve this goal. The CSCD will use periodic urinalysis and breathe testing to help program participants in maintaining their abstinence while in the program. Drug/breath testing may be continued when the person exits the program but still under community supervision. After supervision is complete, there is no way to enforce abstinence.

PARTICIPANT ACTIVITIES

SAFPF: Upon the offender's successful discharge from SAFPF and the TTC, the participant is required to attend two hours of group counseling per week and one individual treatment meeting per month for a nine (9) month period. The offender is also required to participate in 3 AA/NA meetings per week, attend two office visits per month and submit, at a minimum to a drug test per month. The offender is required to have a written sobriety plan within six months in aftercare treatment.

DWI: The offender must complete within one year of placement in the program the following: successfully complete an outpatient substance abuse treatment program, complete the DWI Intervention, attend 3 AA meetings per week, submit to a minimum of one drug test per month, attend two office visits per month and have a written sobriety plan. Once the offender has demonstrated sobriety through participation in the program, the offender is eligible to move to the Transition Phase of the program.

PROGRAM STAFF AND PROGRAM STAFF ACTIVITIES

A CSO is assigned full time to the SAFPF caseload and one CSO is assigned full time to the DWI caseload. These officers receive additional training in substance abuse issues and in strategies to supervise these offenders. The officers provide intensive supervision of the offenders by three (3) face-to-face contacts per month with at least one contact in the field. The officers also attend monthly treatment team meetings. In addition, the officers attend treatment programs to monitor offender attendance and participation and monitor program content.

**PROJECTED PROGRAM OUTPUTS/OUTCOMES FOR FY 2014 - 2015
DATA FORM**

Program Title: **Substance Abuse Caseload**
 Program Code: **SCP S**
 Data Contact Person: **Dave Johnson**
 Number of Screenings Conducted:

Chief CSCD County: **WICHITA**
 Facility Category:
 Projected Number to be served: **130**
 Number of Assessments Conducted:

General Instructions: Only include services that will be paid for from the program proposal award. Do not include referrals or other services that will be provided to program participants outside the program proposal. Complete a separate form for each program code that was listed on the Proposal Cover Sheet. Complete A-H only if these are not being tracked with a separate program code. Answer with "N/A" if not applicable.

- A. Group/Individual Counseling**
 Number of Participants NA

- B. Urinalysis Tests**
 Number of Individuals Tested 400

- C. Academic Education Services**
 Number of Participants NA
 Number Mandated by CCP 42.12 § 11(g) NA
 Number of GEDs obtained NA

- D. Electronic Monitoring**
 Number of Participants NA

- E. Cognitive Training/Cognitive Behavioral**
 Number of Participants NA

- F. Substance Abuse Education**
 Number of Participants NA

- G. Employment Services**
 Number of Participants NA
 Number who secured employment for 3 days or longer NA

- H. Victim Services**
 Number of Victims Served NA
 Number of Victim-Impact panels held NA
 Number of Victim-Offender mediations completed NA

- Outcomes – Successful Program Completion**
 Number of participants successfully completing the program 45

Date: February 7, 2012

Proposal Element 2: PROBLEM/NEED DATA

- 1. Indicate Historic/Programmatic Information that substantiates your jurisdiction's need for this program.

The Wichita County CSCD has a number of offenders on probation with mental health illnesses meeting the identified priority population. When DP Grant funds became available, the CSCD requested funding to create a caseload for these offenders.

- 2. What **other services**, that meet this need, are available to the offender in this jurisdiction?

There are no other services that provide community supervision and mental health services in a collaborative effort to provide supervision and mental health services to offenders in the criminal justice system in Wichita County.

CHOICE OF PROGRAM DESIGN

In the article from the Texas Supervision August 2000, there is a program design for specialized caseloads serving offenders with mental health offenders including specialized training for supervision officers. The program used by the Wichita County CSCD models this article and the program design of the Mental Health Initiative. The program also incorporates the grant conditions for mental health caseloads.

Proposal Element 3: TARGET POPULATION

a. Felony only Misdemeanor only Both

b. Male only Female only Both

c. Age restriction? No Yes

If yes, describe: Offender must be at least 17 years of age

d. Is this program designed to serve any specific cultural or ethnic group?

No Yes

If yes, describe. _____

e. Is this program designed to serve participants with mental health issues?

No Yes

f. Are participants who are not on community supervision accepted in this program? (e.g. pre-trial, jail inmates, state jail confinees, family members, or others) No Yes

If yes, please identify.

Proposal Element 4: PROGRAM DESCRIPTION AND PROCESS

PROGRAM DESCRIPTION

TOCOOMI funds enabled the department to specifically address those offenders on community supervision who have diagnosed mental health illnesses. These offenders are often unsuccessful on regular supervision caseloads because the offender demands intense supervision and mental health services. This program is designed to team a CSO and a qualified mental health worker in providing supervision and treatment services to offenders with identified mental health illnesses.

REQUIRED STANDARD OPERATING PROCEDURES

Policy: It is the policy of Wichita County CSCD to provide a continuity of supervision and appropriate services to offenders on probation who have a diagnosed mental illness or mental retardation meeting the “priority population” defined in the grant.

A. Program Objective

The purpose of this program is to provide a specialized caseload for offenders with felony offenses and misdemeanor offenses (other than Class C) who have mental impairments. A primary goal of this caseload is to reduce recidivism of offenders with mental illness through intensive supervision and monitoring of rehabilitative training and treatment. The caseload is a collaborative effort with the Texas Correctional Office on Offenders with Mental Impairments (TCOOMI) to provide a comprehensive continuity of care system for special needs offenders through collaboration and coordination with the local CSCD and the local MHMR.

B. Memorandum of Understanding (MOU)

The Wichita County CSCD and the Helen Farabee Regional Mental Health Center will adopt and sign an MOU that meets the requirements as set forth by TCOOMI and TDCJ/CJAD. The MOU between the Helen Farabee Center and the Wichita County CSCD will be audited as needed.

C. Professional Staff

A probation officer, employed by the Wichita County CSCD, is responsible for the intensive supervision and monitoring of all probationers on the specialized caseload. The officer selected to supervise the caseload will have demonstrated a compassion for working with special needs clients. The officer in this position will have training in mental health issues and receive a minimum 8 hours each year of specialized training in mental health related issues.

A Qualified Mental Health Professional (QMHP), employed by the Helen Farabee Mental Health Center, is responsible for providing intensive mental health services to those offenders on the Mental Health Caseload. The QMHP will work as a team with the Probation Officer in supervising the offenders on the caseload.

D. Program Structure and Procedures

1. Qualifications of Offenders for Inclusion on the Caseload

A. Offenders must meet the TCOOMI mental impairments priority population criteria for inclusion on the Mental Health Caseload. The priority population is defined as:

- 1) schizophrenia
- 2) major depression
- 3) bipolar disorder
- 4) who are seriously impaired in their functioning due to a mental condition and have
- 5) Global Assessment Functioning (GAF) level of 50 or below.

B. The caseload will target high-risk/high-needs offenders for services.

C. High-risk/high-needs misdemeanor cases shall be served only on a limited and space available basis, not to exceed 10% of the offenders served on the caseload at any given time.

D. Minimum-risk/minimum-needs offenders are not eligible for services.

2. Referring Cases to the Mental Health Caseload

A. Any probation officer employed by the Wichita County CSCD may make a referral of an offender to the Mental Health Caseload. To make a referral, the probation officer will:

- 1) Fill out the "Client Referral Form" and provide a copy of the completed form to the Probation Officer supervising the caseload.
- 2) The probation officer supervising the Mental Health Caseload will contact the designated person at Helen Farabee with needed information from the referral form and request an appointment for the probationer to be screened.
- 3) The probation officer supervising the Mental Health Caseload will contact the supervising officer for the probationer with the date and time of the appointment. The supervising officer for the probationer will remind the probationer of his/her scheduled appointment at **Helen**

Farabee and instruct the probationer to bring a picture ID, social security card and proof of insurance to the appointment.

- 4) The probation officer supervising the Mental Health Caseload receives the written diagnosis from MHMR.

3. Placement of Offender in Program:

- A. If the mental health screening establishes that the probationer meets the priority population, the probation officer supervising the Mental Health Caseload will determine if the probationer qualifies for placement in the Mental Health Caseload.
- B. If the probationer is placed into the program, the probation officer supervising the Mental Health Caseload will notify the probation officer making the referral to transfer the case.
- C. The probation officer supervising the Mental Health Caseload, upon receiving the transfer of the case, will:
 - 1) Review the program expectations with the probationer and have the defendant sign the Helen Farabee release of information form;
 - 2) Place the probationer in the program using the SCM code in the program screen of the CSS case management system.
 - 3) Complete a Risk/Needs and Supervision Plan within 30 days.
 - 4) Change the defendant's supervision status to Level 1 (Extra Intensive).

4. Mental Health Caseload Classifications

- A. The Wichita County CSCD will operate a mixed caseload of Extra Intensive and Intensive offenders. The probation officer supervising the Mental Health Caseload shall have no more than a total of 40 offenders on the caseload.
 - 1) Extra Intensive (Level 1) supervision is defined as offenders who have high risk or high needs as determined by evaluations used by the probation officer and the QMHP. An offender placed on an extra intensive supervision is an offender who may have unstable living conditions, is on medication with minimal compliance or has a need for a high level of services from the QMHP providing treatment.
 - 2) Intensive (Level 2) supervision is defined as an offender who is maintaining stable living conditions, is employed or financially secure, stable on medication for at least 90 days, and sees the MHMR case manager or treatment provider to stay on maintenance with minimal services provided.

All clients will be placed on Extra Intensive upon placement in the Mental Health program and may be reassessed after three months to **transition to**

Intensive. An offender may transition from Extra Intensive supervision to Intensive supervision, or vice versa. The probation officer supervising the Mental Health Caseload, in consultation with the QMHP, makes the determination what level of supervision an offender is placed. The offender remains under the supervision of the probation officer supervising the Mental Health Caseload until such time the officer and supervisor determines the offender is ready for regular supervision.

5. Supervision Requirements

A. Extra Intensive supervision requirements:

1. Three (3) face to face contacts per month with each probationer with at least one (1) face to face contact being in the field.
2. One (1) collateral contact per month with the QMHP and participate in any treatment team meetings as scheduled to discuss offenders on the caseload.
3. One (1) collateral contact per month with family members, significant others, housemates, friends, or employers, etc. This collateral contact may be conducted face-to-face, by telephone, email, or other written correspondence.

B. Intensive supervision requirements:

1. Two (2) face to face contacts per month with each probationer with at least one (1) face to face contact being in the field.
2. One (1) collateral contact per month with the QMHP and participate in any treatment team meetings as scheduled to discuss offenders on the caseload.
3. One (1) collateral contact per month with family members, significant others, housemates, friends, or employers, etc. This collateral contact may be conducted face-to-face, by telephone, email, or other written correspondence.

6. Supervision of Clients

The supervision officer of the mental health caseload will ensure that offenders placed in the program are supervised in a manner that addresses Criminogenic needs.

1. The “defendant’s needs being served by that behavior” section of the supervision plan will state the client’s Criminogenic need.
2. Office visits chrono entries shall reflect the defendant’s progress or lack of progress with the problem and Criminogenic need stated on the supervision plan.
3. R/N reassessment and an updated Supervision Plan required whenever there is a significant change in the defendant’s supervision.

7. Sanctions

A. Technical violations

1. The supervising probation officer is to use the departments Progression Sanctions Model when offenders on this caseload have technical violations. The sanctions are based on the severity and repetitiveness of the violations. Refer to 3.09, 3.09-A and 3.10 of the CSCD Operations Manual.

B. New Arrests

1. For violations involving arrest subsequent to placement on probation, the supervising officer will file a Violation Report recommending a motion to revoke or a motion to proceed with adjudication of guilt be filed.

E. Program Discharge

1. A probationer on the Mental Health Caseload is discharged from the program:

A. Successful:

- 1) The supervising probation officer, supervisor, and the QMHP determine that the probationer has demonstrated success in the program for a minimum of six (6) months and meets the following criteria for program success:
 - a. Maintaining stable living conditions,
 - b. Employed or financially secure,
 - c. Stable on medication for 6 consecutive months
 - d. Keeps scheduled probation and counseling appointments.

If a probationer is successfully discharged from the program, the supervising probation officer will enter a code "C" in the PROGRAMS, SERVICES, and INCARCERATIONS screen of the CSS system. This will indicate a successful discharge from the program.

The offender successfully discharged from the program is returned to regular supervision.

B. Unsuccessful:

- 1) The supervising probation officer, supervisor, and the QMHP determine that the probationer lacks progress due to repeated failure to comply with the program goals and standards for three (3) consecutive months and meets the following criteria:
 - a. Numerous technical violations that have been unsuccessfully addressed

- by sanctions;
- b. Does not take medication as prescribed and does not follow treatment plan;
- c. Does not maintain employment or financial security;
- d. Has committed new law violations;
- e. Determined to be a danger to the community.

If the probationer is unsuccessfully discharged from the program, the supervising probation officer will enter discharge code “V” in the PROGRAMS, SERVICES, and INCARCERATIONS screen of the CSS system. This will indicate an unsuccessful discharge from the program.

The supervising officer will file a violation report with the Criminal District Attorney.

C. Inappropriate Placement:

- 1) The supervising probation officer and the QMHP may determine that the probationer is inappropriate for the program.

If it is determined that the probationer is inappropriate for placement and continued supervision on the mental health caseload, the supervision probation officer will discharge the probationer from the program and enter a code “I” in the PROGRAMS, SERVICES, INCARCERATIONS screen of the CSS system.

F. Out of County Transfer-in and Transfer-out Cases

1. Transfer-out Cases:

If a probationer on the Mental Health Caseload is transferred to another jurisdiction for supervision, the probation officer shall refer the probationer to the transfer officer who will complete paperwork for the transfer.

2. Transfer-in Cases:

If a probationer is transferred into Wichita County for supervision, the same procedures outlined above are followed to refer the case to the Mental Health Caseload.

3. Temporary Transfer-out Cases:

If the probationer is placed in residential treatment with the intent of the probationer returning to Wichita County for supervision on the Mental Health Caseload, the probationer officer for the Mental Health Caseload will carry the case as Indirect “other” with supervisor approval. If a probationer is in jail, the case is to be staffed with the supervisor to determine whether **the probationer is**

carried as direct or indirect. An Indirect case does not count against the 40 cases carried on the Mental Health Caseload.

4. Closing a Transfer-in Case:

If a probationer's case is returned to a sending jurisdiction, the probation officer will complete a supervision summary report and forward the summary and all other pertinent treatment information to the sending jurisdiction before the end of the month.

Program Monitoring and Evaluation

1. Internal Monitoring

A. Weekly staff meetings will be held by the Mental Health Community Supervision Officer and the supervisor to review progress of clients.

B. The supervisor will complete monthly audits of the caseload to ensure that grant conditions are followed.

2. The Mental Health Caseload Program will be evaluated biennially to determine if the following program outcomes are being achieved:

A. **Successful Program Completion:** The goals for the program is to have 75% successfully complete the program. The program monitor, in coordination with the supervising officer and the counseling services provider, will determine which offenders, who have been discharged from the program, have done so successfully. Successful termination criteria are those listed above in (G. 1. c).

B. **Community Supervision Completion:** The goal of the program is to have 75% successfully complete their community supervision. The CSCD will document positive community supervision completions in its case management information system and will in turn upload this information to the Community supervision tracking system (CSTS) on a regular basis. Items to consider regarding successful community supervision include:

- 1) Technical violations
- 2) New offenses

C. **Recidivism:** The goal for the program is to reduce recidivism by reducing criminal activity by use of prescribed medication and intensive therapy. The CSCD will participate in the CSTS and cooperate with TDCJ/CJAD for tracking this outcome. The CSCD will use criminal history information from TCIC/NCIC to track reported law violations. The CSCD will track individuals for three years from the date of program completion using the standard definition of recidivism provided by TDCJ/CJAD.

D. Re-incarceration: The goal for the program is to reduce recidivism by reducing re-incarceration for offenders on the Mental Health Caseload/Program. The CSCD will use criminal history information from TCIC/NCIC to track re-incarceration for new offenses. The CSCD will participate in the CSTS and cooperate with TDCJ/CJAD for tracking this outcome. The CSCD will track individuals for three years from the date of program completion using the standard definition of recidivism provided by TDCJ/CJAD.

PARTICIPANT ACTIVITIES

Participant must have three (3) face-to-face contacts with the supervising officer each month and meet monthly with Helen Farabee case manager. The offender is required to actively participate in mental health treatment by attending scheduled visits with the doctor and mental health specialist and by properly take medications prescribed by the attending physician. The participant must also be actively engaged in following the CSCD supervision plan designed to enable the participant to complete probation successfully.

PROGRAM STAFF AND PROGRAM STAFF ACTIVITIES

A CSO is assigned full time to this caseload. The CSO receives specialized training in mental health illnesses and in working effectively with the mental impaired offender. The CSO will have three face-to-face contacts with each person on the caseload and collateral contacts monthly with the mental health specialist and family members. The CSO will work with the mental health specialist from Helen Farabee MHMR to supervise offenders and provide intensive services.

**PROJECTED PROGRAM OUTPUTS/OUTCOMES FOR FY 2014 - 2015
DATA FORM**

Program Title: **Mental Health Caseload**
 Program Code: **MHI**
 Data Contact Person: **Dave Johnson**
 Number of Screenings Conducted:

Chief CSCD County: **Wichita**
 Facility Category:
 Projected Number to be served: **70**
 Number of Assessments Conducted:

General Instructions: Only include services that will be paid for from the program proposal award. Do not include referrals or other services that will be provided to program participants outside the program proposal. Complete a separate form for each program code that was listed on the Proposal Cover Sheet. Complete A-H only if these are not being tracked with a separate program code. Answer with "N/A" if not applicable.

A. Group/Individual Counseling

Number of Participants N/A

B. Urinalysis Tests

Number of Individuals Tested NA

C. Academic Education Services

Number of Participants N/A

Number Mandated by CCP 42.12 § 11(g) N/A

Number of GEDs obtained N/A

D. Electronic Monitoring

Number of Participants N/A

E. Cognitive Training/Cognitive Behavioral

Number of Participants N/A

F. Substance Abuse Education

Number of Participants N/A

G. Employment Services

Number of Participants N/A

Number who secured employment for 3 days or longer N/A

H. Victim Services

Number of Victims Served N/A

Number of Victim-Impact panels held N/A

Number of Victim-Offender mediations completed N/A

Outcomes – Successful Program Completion

Number of participants successfully completing the program **10**

Date: February 7, 2012