PART ONE: Narrative

Introduction

1. Agency Resources, Priority Needs, and Strategies for Determining Success

Sedgwick County Department of Corrections operates the Community Corrections Act programs in Judicial District 18. Over 2,820 clients are served annually, with an average daily census of about 1,573. The program provides the District Court with intermediate level sanctioning and supervision options in sentencing felony offenders to probation vs. prison sentences. Supervision options include intensive supervised probation with the client providing the living arrangement or residential placement in a structured program as a "last chance" option to being sentenced to prison.

In SFY15, Sedgwick County Community Corrections (SCDOC) improved successful client completions of probation by .5% over the previous year. This rate of improvement did not meet the state minimum threshold requiring at least a 3% gain to meet the annual performance standard. While this is a noteworthy accomplishment, the success rate in Sedgwick County is significantly lower than the average of the other community corrections agencies (53.6% compared to 70.2%).

In SFY16, KDOC granted an additional funding allocation through the Justice Reinvestment Initiative (JRI). The funds are being used to sustain behavioral interventions to address mental health and substance abuse in high risk clients as well as cognitive skills groups, gender responsive programming and Thinking for a Change (T4C). The department has implemented risk-based supervision and intervention strategies to improve outcomes for the Intensive Supervision Level (ISL) I target group which are at high risk to reoffend and/or fail to succeed on probation. In response to a program evaluation completed by Dr. Shelley Listwan in SFY16, it was recommended that we make changes in strategy to impact this population. Through these new and expanded strategies, our goals are to reduce the number of revocations for arrests for new crimes as well as increase success of high risk clients.

The JRI has afforded us the opportunity to take a collaborative approach in providing effective behavioral health services for the population we serve in our jurisdiction. Our mental health team consists of two mental health therapists, and two case managers from COMCARE, Sedgwick County's Community Mental Health Center. These specialized staff provide mental health services and case management for offenders who suffer from mental illness. These positions are co-located at community corrections and the residential facility. The team partners with ISOs to provide a variety of mental health services for our clients. The services include mental health assessments, referral for psychological evaluations, individual therapy, and case management support. This process ensures that swift referrals are being made utilizing a broad range of services. In addition, these positions play a vital role to ensure that there is a continuity of services in place to assist clients in maintaining stability throughout the duration of their probation. Finally, voucher funds have been approved to support the behavioral needs of our offenders. This money is specifically targeted to support mental health medication and mental health assessments.

Recovery specialists from Higher Ground provide peer mentoring and complete substance abuse evaluations. The recovery specialists assist in developing a pro-social support system and provide 1-on-1 mentoring for the high risk clients as determined by the LSI–R. These individuals are co-located at community corrections and the residential facility. They also facilitate cognitive skills groups and work collaboratively with ISOs.

The table below illustrates that a significant percentage of our population is receiving JRI services. Initial indications are that clients receiving JRI services are experiencing improved outcomes compared to our overall revocation rate.

SFY15 Behavioral Health Outcomes

Performance Measures	SFY 2015 Actual	SFY 2016 Projected	SFY 2017 Estimated
Number of Program Provider clients served	329	375	450
Program Provider percent of revocations	43/13%	15%	15%
Number of COMCARE clients served	292	300	300
COMCARE percent of revocations	17/6%	8%	8%
Number of Higher Ground clients served	96	110	120
Higher Ground percent of revocations	14/15%	17%	17%

2. Significant Differences Between Successful/Unsuccessful Probation Populations

Offenders committing new crimes while on probation adversely impact our community by creating new crime victims, increased criminal justice system costs and adverse outcomes for the agency. Sedgwick County has the highest caseload of felony offenders assigned to community corrections in Kansas with an average daily population (ADP) in SFY15 of 1,573. This ADP represents 19.1% of the state-wide population.

We experienced a slight decrease in revocations for new misdemeanors and increase in new felony revocations. Digging deeper into the local revocation data in the following table we find encouraging data related to our population. The revocation rates for supervision levels I and II clients is 91% and 68%, respectively. These percentages reflect an overall increase in successful completions compared to last year. However, we've experienced an increase in technical violations from the level I populations in SY15.

The 'Totals' column in the table demonstrates a fairly even distribution of client closures in each of the four supervision levels, but a huge difference in the success rates. Level IV clients have a success rate of 95%, IIIs 76%, IIs 32% and Is 9%. This data demonstrates the validity

of the LSI-R risk assessment as a management tool in making risk-based assignments for supervision and service intensity for staff working with clients.

SFY15 Termination Reason By Supervision Level						
ISL Levels	**Successful**	**Revoked-Condition**	**Revoked-Felony**	**Revoked-Misd.**	**Revoked-Total**	**Totals**
I	22 (9%)	132 (56%)	55 (23%)	29 (12%)	216 (91%)	238 (24%)
II	72 (32%)	81 (36%)	47 (20%)	27 (12%)	155 (68%)	227 (22%)
III	222 (76%)	41 (14%)	23 (8%)	7 (2%)	71 (24%)	293 (29%)
IV	243 (95%)	6 (2%)	6 (2%)	1 (1%)	13 (5%)	256 (25%)
Sedgwick County Totals	**559 (55%)↑**	**260 (26%)**	**131 (13%)**	**64 (6%)↓**	**455 (45%)↓**	**1,014**

3. Impacts of Significant Changes

In response to HB2051, the judiciary, court services and community corrections collaborated to develop an effective plan to determine supervision placement for presumptive probation cases. On June 1, 2015, an agreement was reached to utilize the LSIR S/V as a mechanism to assist in determining client placement directly after sentencing. This plan and the flow chart associated with the process were sent to KDOC.

Another significant impact of HB2051 is that community corrections will only receive moderate to high-risk clients at intake. Consequently, we anticipate lower success rates in the future because of the higher risk population we will be serving.

4. Population Targeted for Risk Reduction

Although we will continue to target the Level II/III populations for services, such as behavioral health interventions, we will be focusing additional resources to more effectively target the high risk Level I population. Last fiscal year, a strategic plan was developed in response to feedback received from Dr. Listwan. That plan included expanding the number of ISOs assigned to supervise the high risk population, which has resulted in lower caseload sizes. This will allow an opportunity for ISOs to work closer with the behavioral interventions team to target services for the high risk population.

Integrated Model

1. Organizational Development:

- Describe the recruiting and hiring process of staff within your agency?

  The Department attends a variety of recruitment events at local colleges and job fairs. Representatives from each program are present to answer questions and attempt to recruit people into vacant positions. Vacancies are posted on the County's website, HREPartners. Interviews are then conducted to select the most qualified candidates for ISO and corrections worker positions.

- Describe how staff conduct day to day activities? (Ex. weekly meetings, travel, specialized tasks).

  Day to day tasks for ISOs include the following: client office visits, verifying and establishing interventions/employment, home visits, after-hour gang and DUI checks, documenting all contacts in TOADS, preparing warrants and probation violation letters for the court, attending team meetings, trainings, court hearings, Personnel Management Interviews (PMIs) with their supervisors, client staffings with team/supervisor, conducting LSIRs, developing case plans, verifying court payments and checking ejustice for client criminal activity, monitoring UA reports, budgeting paychecks, entering 'permissions' for clients in residential placement, setting up CSW projects, group facilitation, maintaining record of all contacts on monthly statistical sheets, facilitating arrests and searches, EMD hook-up and monitoring.

  Intensive Supervision Officer IIIs supervise a team of ISOs at community corrections and the residential facility. They are responsible for coaching their respective teams on effective case management and communication practices. They are responsible for completing case plan, motivational interviewing and LSI-R audits for the ISO Is that they supervise. In addition, they provide training on a variety of motivational interviewing topics throughout the year for their ISO team. This process allows for skill building and competency development.

  Intensive Supervision Officer IIs have many of the same supervisory responsibilities as the ISO IIIs. They are available to staff cases with ISOs and provide quality assurance on warrants and probation violation letters presented to the court. ISOs IIs are responsible for completing monthly case file audits for all ISOs on their teams. In addition to their supervisory duties, ISO IIs maintain a caseload of approximately 20 clients.

  Residential corrections workers are responsible for the observation and security of the adult offenders assigned to the program. They monitor resident activities within the facility or, as approved, outside the facility, with emphasis on security, behavior

modification, control and modeling of prosocial attitudes, beliefs, values and behaviors.

- Describe in detail the process of how staff are given and receive performance feedback.

  Monthly PMIs and quarterly reviews are mechanisms for providing feedback. On a quarterly basis, ISOs are presented with quality assurance feedback from their respective supervisors on audio recordings of their MI skills and of LSI-R interviews and case plans. This feedback allows ISOs to make corrections and grow in overall case management skills. In addition, the supervisory team provides their ISOs with individual monthly revocation/successful completion percentages that are targeted for each specialized team. This is also information that is provided to KDOC each month via the Revocation Tracking Data Form. Our targets for successful completion are:

  Level I – 25%, Level II/III – 55%, Level IV – 85%, SB123 – 65% Re-entry – 30%*

  ** Re-entry refers to clients transitioning from Residential to ISP.*

  The annual performance evaluation process, which is completed on every employee, is tied to effective case management and quality assurance. Annual performance evaluations are based on pay-for-performance. In addition, ISO IIIs ensure inter-rater reliability in annual performance appraisals between staff by comparing ISO scores and comments across teams.

- Describe what policies are in place for hiring staff and what policies are in place for training staff.

  The DOC administrative policies manual provides the organizational framework and support for administrative and business processes impacting all of the divisions and programs. The Recruitment, Selection and Retention Policy 1.304, governs the hiring of staff and promotions. Administration addresses staff training in Policy 1.400, Training Operations and Program Design, and Policy1.401, Staff Development. Community corrections program policies are covered in the Adult Field Services policy manual in the Training chapter and the Residential and Services Center policy manual in the Training and Staff Development chapter. The department provides training academies for new hires into ISO and corrections worker positions, as well as a wide variety of offerings included in the DOC Annual Training Program published each year. Professional development is an investment we maintain to a culture of continuous learning and development for all our employees.

- Describe whether or not policies are in place for job descriptions, performance measurements, promotional decisions or a reward system.

  DOC administration manages business and personnel policies in accordance with Sedgwick County Personnel Policies and Procedures. Job descriptions are required for all DOC positions. Every job description is regularly reviewed and updated to reflect current job functions and qualifications. All employees receive annual performance evaluations and quarterly reviews of their performance toward meeting their individual goals and the rating factors used to measure work performance on the evaluation form. The quarterly reviews as well as monthly individual meetings are the responsibility of supervisors to conduct and document the results. Part of the evaluation process includes developing an individual training plan with the supervisor to facilitate open communication, provide praise and feedback about work performance needing improvements. Annual performance evaluation scores provide the basis for graduated tiers of compensation based upon performance as measured by higher scores. The director's office provides annual recognition as a bonus for perfect and great attendance (16 or fewer hours sick leave use). Both programs also provide recognition for employees of the quarter, as well as celebrating Corrections Officer and Corrections Professional's week and Administrative Professionals day.

- Describe the organizations goals and plan to move forward in improving organizational development.

  The director is responsible for preparing a strategic plan spanning two-years forward with key initiatives, progress updates, performance measures, objectives and unit costs for each program unit. The DOC Strategic Plan for 2016–2017 was completed and posted on the department website in January 2016. Community corrections programs are measured, updated and reported on the state fiscal year to include advisory board review and input as part of the Comprehensive Plan due each May. The annual strategic plan for community corrections is updated and reported each July. The department uses a circular process of strategic management which includes data collection, analysis, planning and implementation of strategies to improve results and strengthen the organization. Staff input and involvement with management in structured program reviews each two-years is a policy-driven strategy for making continuous improvements. The annual training program is designed to teach and refresh knowledge, skills and abilities in best practices and to promote organizational strength and health.

2. **Collaboration**:

Complete the Advisory/Governing Board Membership Detail document. **(Attachment B)**

- How does communication flow through all levels of staff?

Bi-monthly senior management meetings are held where information is disseminated on a variety of relevant topics including budgetary issues, policy changes and legislative updates. This meeting consists of division administrators and program managers across all juvenile and adult programs and is led by the director. From this meeting, information is passed along to the supervisory team which is comprised of ISO II/IIIs and shift supervisors at residential. Those supervisors then share pertinent information with their respective teams in weekly meetings.

Quarterly all-shift meetings are conducted at residential to cover relevant training topics. At monthly community corrections meetings speakers from treatment programs and other community resources present information to all ISOs on their services/programs. These meetings are also a place for skill-development related to evidence-based practices and supervision tools.

- How does agency internal collaboration facilitate collaboration with external centers of expertise?

Upon intake, clients are assigned to specific ISOs with expertise in areas identified through the intake interview and LSIR S/V. For example, clients with mental health needs may be assigned to ISOs with previous mental health experience. Also, our JRI mental health case manager checks every new client assigned to ISP with the Psych Consult database to determine if they have had mental health involvement. Another example involves our internal gang specialists who attend monthly gang intelligence meetings with local law enforcement. These ISOs then share pertinent information with all staff related to gang activity in the community.

We continue to foster a positive relationship with leadership in the Social Work Department at Wichita State University (WSU). WSU continues to provide us with quality interns who assist with the delivery of our cognitive skills groups. Currently, we have two Masters of Social Work interns who assist in the facilitation of our cognitive skills groups and provide other types of groups as well. In addition, interns have assisted administration in a number of specialized projects.

We continue to collaborate with the Workforce Center (WFC) to provide structured employment programming for our clients. This allows our Offender Workforce Development Specialist (OWDS) certified staff to partner with WFC specialists in providing weekly orientation for our unemployed intake clients. Orientation provides an opportunity for clients to become familiar with our employment expectations and partners them with a resource to begin actively searching for employment. Once clients become registered at the WFC, it opens the door to job

placement, education and the training programs that are offered within their organization.

- How are policy changes shared with staff?

  Policies are assigned to various teams or shifts throughout the year for review and revision. As these revisions are made, policies are distributed and reviewed by all staff.

- Does staff have the opportunity to participate in policy updates?

  Yes, policies related to daily facility/division functions are assigned to teams/shifts to ensure that policy reflects current practice.

- Does staff understand the entire collaboration process?

  Yes, they are aware of the expectation of collaborating with external stakeholders and resources in the community.

- Where do new partnerships need to be forged? Why would this be important?

  Partnerships with the local domestic violence coalition need to be forged. This partnership will enable us to develop a more comprehensive and victim-centered approach to supervision. This is important to ensure that victims are the primary focus and clients receive effective treatment. Another partnership that would be beneficial to clients involves collaborating with local educational resources to provide in-house GED programming. This would remove one barrier to gainful employment.

- **Using Attachment E**, Describe the quality of your partnerships with external stakeholders.

3. Evidence-Based Principles:

According to an article developed cooperatively by the National Institute of Corrections and the Crime and Justice Institute titled "Implementing Evidence Based Practices in Community Corrections: The Principles of Effective Intervention," an integrated and strategic model for evidence-based practice is necessary to adequately bridge the gap.

a) Assessing actuarial risk/need

1) What quality assurance is in place to ensure that assessments are conducted and scored with fidelity?

ISO IIIs conduct audits on audio recordings of LSIRs to ensure that scoring rules are followed and that it is accurately scored. We utilize an audit tool that focuses on evaluating the evidence-based work ISOs are doing with their clients. This audit allows the supervisor to evaluate how the ISO's assessments are

conducted and scored with fidelity. They also review the appropriate use of the LSI-R along with their ability to incorporate the high risk domains into an effective supervision plan. Feedback is provided to the ISO during individual PMIs. In addition to the regular audits conducted on case plans, supervisors conduct quarterly audits to ensure that all offenders scoring very high/high in Attitudes/Orientation, Companions and Employment/Education have case plans in place that specifically address those issues.

2) Is your agency currently measuring inter-rater reliability? If so, please describe how this is being done. If not, please describe any plans you have to implement inter-rater reliability checks.

Currently, we are not measuring inter-rater reliability. Moving forward we intend to review LSIR recordings during ISP meetings. This will involve each team listening to the recording and scoring the interview. Scores will then be compared with each team for accuracy.

3) If you have implemented any additional assessment tools, please describe what the tool(s) measures and how this measurement is significant in regards to criminogenic risk and need.

N/A

b) Enhancing intrinsic motivation

1) How are motivational techniques utilized to increase motivation with clients?

Our department continues to strive to place an emphasis on ISOs and supervisors refining their Motivational Interviewing (MI) skills. ISOs and supervisors receive annual MI refresher training in order to continue to enhance their skills.

Corrections workers at residential are required to attend training designed to improve their ability to impact positive behavior change. Corrections workers attend Motivational Interviewing for Direct Care, Effective Communication, Constructive Problem-Solving, Cognitive Behavioral Restructuring and Skill Building. Performance goals have been established for all corrections staff to emphasize the importance of their role in impacting client behavior change.

How do you measure that staff has increased motivation in clients? If not currently measuring this, describe any plans you have to implement a measurement process.

We are able to measure change through file audits, reviewing chronological entries and progress on case plans, discussions with ISOs during individual supervision meetings and LSI-R reassessments. Outcome measures are

evaluated through discharge LSI-Rs and case closure type analysis. Monthly closed cases reports have been developed which provide up-to-date revocation percentages and successful completion percentages by fiscal and calendar year.

Currently we are not measuring whether a client's motivation has increased. Moving forward, we will pilot use of the PICTS (Psychological Inventory of Criminal Thinking Styles) on clients who receive in-house cognitive behavioral interventions.

2) How is staff held accountable for using motivational techniques in their day-to-day interactions with offenders?

Quality assurance is a regular practice for all teams at community corrections. Supervisors complete audiotape audits of MI interactions and LSI-R interviews between ISOs and their clients. These audits provide an opportunity for supervisors to evaluate and provide comments on the use of MI techniques and MI non-adherence. In addition, supervisors attempt to determine how the ISO is addressing target behaviors and increasing motivation in clients.

3) What strategies have been identified that will increase fidelity checks on the use of core correctional practices (EPICS, MI, etc.)?

As discussed above, audiotape audits are conducted by the supervisory team to ensure the use of motivational interviewing techniques during routine office visits. The EPICS Contact Rating Form and the EPICS Skill Development Plan will be utilized to enhance employee skill development.

4) How are supervisors utilizing motivation techniques to increase motivation in staff and stakeholders?

ISO IIIs utilize motivational techniques with staff and stakeholders in a variety of ways. Some structure their routine PMIs around CHART in order to demonstrate use of this tool. Frequently, they utilize role play to assist their staff in preparing for an office visit with a client and to practice addressing target behaviors. When ISO IIIs conduct office visits with clients, they strive to model the use of MI and EPICS in chronos. During routine interactions with ISOs, supervisors provide effective use of reinforcement, provide positive feedback for a job well done and anchor comments with examples.

c) Targeting interventions (risk, need, responsivity, dosage and treatment)

1) How do staff interpret the information obtained from assessment tools to build client case plans? Further, how does staff translate LSIR domain information into the case plan?

When a client is initially assigned to community corrections, they are supervised as a level I. This means they report to their ISO at least once per week for the first 45-60 days. During this time, the ISO is working to establish rapport and to determine the needs and risks that will be addressed in a case plan. Upon completion of the LSI-R, the results are reviewed with the client. The ISO and client collaborate on the development of a comprehensive case plan that focuses on the domains indicating the highest risk. Audits completed by supervisory staff ensure interventions are tailored to meet the client's needs and risk based on the LSI-R. Attention is focused on individual client responsivity factors in matching up clients with appropriate services.

2) How structured are case plans for offenders, especially during the initial three to nine month period in the community? Give a basic breakdown of how 40 - 70% of a client's time is structured.

Efforts are made to ensure that assigned tasks and referrals are established for services with the intention to occupy 40-70% of a client's time. To ensure this level of dosage, a variety of interventions may be utilized and include cognitive behavioral interventions, employment programming, community-service work, substance abuse treatment, anger management/batterer's interventions, sex offender treatment and mental health counseling.

3) How are offenders matched to treatment resources?

Depending on the domains that are identified to address certain behavior, referrals for targeted services are made. These may include alcohol and drug treatment, sex offender treatment, anger management, employment/educational services, mental health services and in-house cognitive skills programming.

Community corrections and residential ISOs refer clients to in-house and community based interventions to address the risk and needs of their clients. For example, SCDOC's Drug Court is utilized by community corrections ISOs as a cognitively based intervention for clients that have alcohol and drug related problems. Recently, a one-day snap shot of the number of community corrections / residential clients involved in cognitive-based programming was completed. As a result, 660 clients were receiving cognitive-based programming in either Drug Court, SB123 treatment or from our in-house cognitive skills groups.

4) How does staff know both internal and external resources are addressing responsivity? And to what degree of impact in regards to reducing risk?

Internally, we are able to monitor the curriculum usage/adherence for those offenders referred to internal cognitive-based groups through our audit process. In addition, we conduct gender-specific and gender-responsive groups to keep specialized populations separate. We follow outcomes of that population

to monitor success. Having Higher Ground and COMCARE co-located at our facilities, enables us to have closer contact making for a more direct and responsive approach. We are less able to monitor external referrals but the ISOs do keep in contact with those referral sources to gain insight into external responsivity.

5) How do staff conduct a structured office contact?

ISOs utilize EPICS tools to structure office contacts. This involves use of CHART (Check-In, Homework, Assess and Apply, Reinforce and Teach).

6) How is staff held accountable for using assessment information to develop a case plan and then subsequently using that case plan to manage an offender?

ISO IIIs conduct case plan audits to ensure that criminogenic needs are being identified and addressed. In addition, they utilize the Caseload Report from TOADS to ensure case plans are being reviewed in accordance with policy.

d) Skill training with direct practice (including the use of cognitive behavioral interventions)

1) How are social learning techniques incorporated into agency interactions with clientele (i.e. role plays, homework, modeling pro-social behavior, etc.)?

In-house program providers utilize KDOC approved curricula which are aligned with social learning theory. The Getting It Right, 5-journal cognitive skills curriculum is a core component of our programming, and multiple groups and individual sessions are held weekly for clients in the target population. During groups and individual sessions, clients are provided with opportunities to identify risky thoughts and behaviors and to learn and practice new skills through role plays, homework, and modeling pro-social behaviors. Positive behaviors and change efforts are reinforced, and goals are set to increase pro-social thinking. Upon completion of each journal, clients are presented with a certificate and asked to complete an evaluation regarding the curriculum and facilitators for quality assurance purposes. T4C, Seeking Safety?

Recently all staff received training in EPICS II. All staff are becoming familiar with the cognitive behavioral intervention tools presented in this training. Moving forward, we will develop an implementation plan to ensure the on-going use of these tools in day-to-day interactions with clients.

Corrections workers at residential are required to attend training designed to improve their ability to impact positive behavior change. Corrections workers attend Motivational Interviewing for Direct Care, Effective Communication, Constructive Problem-Solving, Cognitive Behavioral Restructuring and Skill Building. Performance goals have been established for all corrections staff to emphasize the importance of their role in impacting client behavior change.

2) How are social learning techniques incorporated into staff meetings and/or retreats (i.e. coaching, refresher training, case staffing, etc.)?

Social learning techniques are regularly incorporated into staff meetings at both community corrections and residential. During weekly team meetings, ISOs will be required to share and review examples of EPICS tools to get feedback from their team members. They will also be required to attend annual refresher training from KDOC.

3) How do you ensure that in-house contracted service providers are delivering services in alignment with the social learning theory?

In-house JRI contractors will be required to attend future trainings to ensure they are delivering services in alignment with the EPICS II philosophy. In-house program providers have all attended EPICS II training. Monthly meetings are conducted with both the behavioral health and recovery specialists' teams to discuss client and program progress and to identify and troubleshoot barriers.

4) What strategies have been identified that will increase fidelity checks on the delivery of programming (especially cognitive-based skills-building curricula facilitation) for in-house or agency contracted community programs?

Our program consultant will be utilized to assist in developing an implementation plan for our division. She will begin with piloting the plan with one team at community corrections. The implementation plan involving coaching feedback for the supervisor and observing each individual ISO facilitating EPICS II skills during daily office contacts.

e) Increasing positive reinforcement

1) How does staff understand and use the four-to one theory in their interactions with offenders?

ISOs are aware of the impacts of positive reinforcement and have made significant progress in recognizing and acknowledging clients' achievements. They understand and strive to use the "four positives-to-one negative" theory in their interactions with clients. As an example, ISOs on the level 1 team are utilizing "shout out" tickets for the clients who demonstrate progress in some manner. These tickets are placed in a fishbowl and drawings are held every other week for gift cards. Another incentive is that ISOs allow reduced reporting when clients meet case plan milestones.

Clients successfully completing cognitive skills groups, receive a gift card or a voucher for credit toward program fees as an incentive. This is given to them along with a certificate of completion at the conclusion of the Getting It Right and T4C programs.

Residential clients move through a phase system as they reach case plan and program milestones. As they progress through this system, they are afforded additional privileges.

2) How does staff model positive reinforcement techniques in day-to-day interactions with co-workers?

Staff have the opportunity to acknowledge their peers through a "Shout Out" board and by nominations for Employee of the Quarter.

Supervisory staff have made an effort to increase modeling of positive coworker interaction by consistently using MI techniques and the M.E.E.T. model (an interactive conflict resolution model). Additionally, we are using MI techniques on all risk level teams and utilizing our supervisory team to enhance and improve these skills through training and specific feedback during the audit process.

3) Does your agency utilize a Behavior Response grid? If so, please describe its use and any impact seen in regards to criminogenic risk and need.

The principle of targeting interventions includes discussion of how intermediate sanctions are incorporated in response to technical violations. Utilization of intermediate sanctions was expanded to include recommendations for use of jail sanctions, short-term residential center beds, house arrest, electronic monitoring, curfew, increased substance use testing, and increased reporting and/or community service. Increased treatment activities to include cognitive skills groups and support group meetings will also be considered in making recommendations to the court to address technical violations. When court orders or our sanction grid requires judiciary notification, the client's progress and strengths, and any possible community-based alternative plan, is provided in each report to the Court.

4) Is your agency Response to Behavior grid broken down by risk level? If so, please describe how.

Our sanction grid gives ISOs a menu of targeted sanction options based on the Intensive Supervision Level and severity of the offense(s) of the client for use in response to violations. The violation response table contains four sanction levels that range from least to most severe.

f) Engaging ongoing support in natural communities

1) How does staff engage community supports for offenders as a regular part of case planning?

We have made a concerted effort to increase our level of interaction with family members by inviting them to accompany clients at office visits, informational letters sent to their residence and face-to-face interactions during field visits. As part of re-entry planning, ISOs involve family members in planning for release from residential. Family members are invited to participate in discussions where efforts are made to identify any potential barriers to successful release.

Curfew checks for the gang, sex offender and DUI populations have provided an opportunity for law enforcement and ISOs to identify and build rapport with clients' natural support systems.

In our residential program, we work with a variety of faith-based organizations that support our drive to provide pro-social activities for our clients. These include weekly Bible study sessions and regular, in-house worship services.

2) How does staff explore the quality or impact that these supports have on successful completion of the case plan?

ISOs have regular contacts with employers, treatment/service providers and family members. Frequently, information is exchanged in these interactions that help shape the direction of a case plan. Part of case planning includes identifying and developing a plan and safety net of people who will be a support for the client in the process of changing their criminal attitudes, beliefs and behaviors.

g) Measuring relevant processes/practices

1) What data do you collect regarding offender assessment and case management?

Community corrections collect a variety of data on a monthly and quarterly basis to review, evaluate and provide feedback to staff and community stakeholders. ISOs are provided with regular feedback on compliance with KDOC / SCDOC standards and the quality of their completed LSI-Rs, case plans and use of evidence-based practices. In addition, trends in court recommendations and discharge outcomes are analyzed and discussed.

2) How do you measure incremental offender change while they are under supervision?

Data on outcomes of discharged cases by specialized team is collected by a member of the supervisory staff. This information is provided monthly to the community corrections administrator and director.

3) How do you measure staff performance?

We measure staff performance based on monthly statistics, KDOC standards, file audits and supervisory observations. Goals have been established in annual performance evaluations to emphasize the importance of evidence-based practices in relation to client success.

Clients reporting to community corrections and residential are regularly encouraged to complete surveys to provide feedback on their supervision experience. Information solicited from these surveys is provided to the ISO IIIs who use the feedback during PMIs with ISOs.

If you have in-house programming, how do you measure the impact it has on agency recidivism rates?

In reviewing SFY15 data, clients who were engaged in cognitive skills groups consistently remained in our program for longer periods or successfully completed probation. A total of 329 clients attended the groups throughout the year and 77% were still in the program or had successfully completed. According to our LSI-R data, it is apparent that addressing criminal thinking and attitudes is having a positive impact on both public safety and client success.

Cog Skills Groups Outcomes		
Status	% of total	# per status
Active/Successful	77%	252
Revoked	13%	43
Jail/Inactive	10%	34
Total	100%	329

h) Providing measurement feedback

1) How is information regarding offender change and outcomes shared with officers? With offenders? With external stakeholders?

Data on outcomes of discharged cases by specialized team is collected by a member of the supervisory staff. This information is provided monthly to the community corrections administrator and director. In addition, this information is shared with entire organization during quarterly staff meetings. During the course of an offender's probation, ISOs share LSI-R risk information with their clients. That information includes comparisons between the initial and reassessment LSI-R scores.

2) How is staff performance/evaluation data shared with staff?

These goals and outcome measures are reviewed with staff each month and supervisors provide feedback to staff on their performance.

3) Do you have a structured corrective action plan in place to address challenges staff may be experiencing?

Staff who are experiencing difficulties in job performance receive coaching in a variety of ways. Audits are one method to provide feedback and coaching on areas to improve. Monthly PMIs and quarterly reviews with supervisors are another way for feedback to occur. As needs are identified mentors may be assigned to assist in addressing performance issues. Annual performance evaluations are based on pay-for-performance and provide incentives for staff to address issues that have been brought to their attention throughout the year.

4) Are in-house facilitators provided with regular written/verbal feedback?

A quality assurance tool is utilized to evaluate group facilitator performance. Feedback is provided to assist facilitators in becoming more effective in groups The ISO III assigned to supervise the cognitive skills team is responsible for providing this feedback.

5) Do you have a structured corrective action plan in place to address challenges facilitators/program providers may be experiencing?

See #3 above

PART TWO: Current and New Resources

Please see Attachment C.

PART THREE: Agency Programs

Management and Organizational Capabilities

The DOC administration provides support for community corrections operations in budget and support services (chart), full department chart includes Training support, director in personnel and management, with policies separated by business and program processes. The DOC Strategic Plan is updated twice annually for the entire department and sets the framework for core values, vision, mission, guiding principles, key initiatives, program goals, objectives, costs for services, and performance measures. The document is available for the public on the county website. The Key Performance Indicator for the department is recidivism.

The Community Corrections Advisory Board (CAB) convenes once a month to discuss agenda and action items developed by the director that are related to the Comprehensive Plan. At this meeting, the Department of Corrections director, community corrections administrator and residential center manager provide the CAB with updates regarding programming and progress on the goals contained in the Comprehensive Plan. The director leads discussion on agenda items, answers questions and solicits input about the direction of our agency.

The CAB monitors the Comprehensive Plan throughout the year when the director shares quarterly Risk Reduction Initiative information regarding outcomes. This encompasses progress on all the goals contained in the Comprehensive Plan. However, the most important focus is data related to the legislative target of reducing our number of revocations by 3% compared to the previous fiscal year. In addition, information is also shared about how our specialized teams are performing in relation to our agency goal. Our progress is shared with other community stakeholders to help facilitate their understanding of our program and goals as they relate to other areas of our local criminal justice system.

Typically, any type of corrective action to be considered is placed on the agenda for discussion and feedback. We have an active and diverse advisory board that provides us with direction on all Comprehensive Plan corrective action issues. The outcome of these reviews is documented in the minutes of our meeting and the information is disseminated to staff at community corrections, residential and KDOC.

Recently, SCDOC centralized business processes and expanded staff training opportunities. The new process streamlines business functions and provides more time for program staff to focus on services and quality assurance.

The SCDOC Training Department is committed to providing quality evidence-based training in a variety of areas for all employees. A training catalogue is created annually for employees to enroll in classes that focus on professional development. For example, an ISO Academy was created to train new staff in a variety of areas to assist them in being successful in the position.

The Training Department's role is to meet the training needs for those working with offenders, to enhance knowledge and effectiveness in the delivery of evidence-based techniques and practices. Recently, training has been expanded to focus on developing supervisor skills in measuring quality assurance and guiding staff development.

Monitoring and Evaluation

Goals for Risk Reduction Sustainability for community corrections and residential

Goal #1: To improve the rate of successful program completions in SFY17 by at least 3% from the previous year.

Objective #1: In SFY17, to increase by 3% the successful completion rate of probation sentences as compared to SFY16. Target Date: 6/30/2017

Objective #2: In SFY17, to reduce the number of new felony and misdemeanor revocations by 15%. Target Date: 6/30/2017

Goal #2: To increase utilization of specialized interventions in an effort to improve offender success on probation.

Objective #1: In SFY17, the cognitive skills program will achieve a 70% successful completion rate for all clients who begin the program. Target Date: 06/30/2017

Objective #2: In SFY17, 70% of the unemployed clients identified at intake will successfully complete our employment workshop. Target Date: 6/30/2017

Objective #3: To document statistical data related to referrals and outcomes associated with offenders who receive services from the behavioral intervention teams. Target Date: 6/30/2017

Objective #4: Develop and implement a process for evaluating offender change by utilizing the PICTS for our cognitive skills population. Target Date: 12/31/2016

Goal #3: To fully integrate the EPICS philosophy into everyday case management practices in an effort to improve client outcomes.

Objective #1: All supervisory staff will provide feedback by using the EPICS Contact Rating Form and the EPICS Skill Development Plan to ISOs assigned to their teams on a bi-monthly basis. Target Date: 6/30/17

Name: Sedgwick County Department of Corrections Address: 700 S. Hydraulic City: Wichita, KS Zip Code: 67211 Telephone: **(316) 660-9750** Fax: (316) 660-1670 E-Mail: steven.stonehouse@sedgwick.gov Host County:		
Agency Director		
Name: Steven Stonehouse Address (If Different From Agency)	Title: Interim Director	Telephone: (316) 660-9153 Ext.: Cell Phone: E-Mail: steven.stonehouse@sedgwick.gov

Satellite Offices (Please Attach Additional Sheets As Necessary To List All Offices)

S-1	S-2	S-3
☐ Residential X AISP Address: 905 N. Main Wichita, KS 67203 Phone: (316) 660-7003 Fax: (316) 383-7380 No. Of Staff:	X Residential ☐ AISP Address: 622 E. Central / 623 E. Elm Wichita, KS 67202 Phone: (316) 660-9500 Fax: (316) 383-7955 No. Of Staff	☐ Residential ☐ AISP Address: Phone: Fax: No. Of Staff:

Grant Period: July 1, 2016 Through June 30, 2017

Projected Funding From Other Sources (all including county funds).

Source: Sedgwick County AISP	Amount: $600,000
Source: Sedgwick County Adult Residential	Amount: $300,000
Source: _____	Amount: $_____
Source: _____	Amount: $_____
Source: _____	Amount: $_____
Source: _____	Amount: $_____
Source: _____	Amount: $_____
Source: _____	Amount: $_____

ADVISORY/GOVERNING BOARD MEMBERSHIP

Instructions: Provide all of the requested information for each advisory/governing board member who will serve during the fiscal year(s). KSA 75-5297 governs advisory board membership, qualifications, and appointment provisions. **Please use an asterisk (*) to identify the Chairperson of the Advisory/Governing Board.** In the "Ethnicity" column, enter the most accurate, e.g., American Indian or Alaskan Native (I), Asian or Pacific Islander (A), Black (B), Hispanic (H), White (W).

Appointed By	REPRESENTING	NAME	TITLE PROFESSION	GENDER (M/F)	ETHNICITY	RECENT APPT. DATE	APPT. EXPIRATION DATE
County Commission	General	Jama Mitchell	Citizen	F	W	2/17/16	2/16/18
County Commission	General	Kenya Cox	Citizen	F	B	2/3/16	2/2/18
County Commission	General	Ignacio Ayala	Citizen	M	H	9/9/15	9/8/17
County Commission	General	Kelli Grant (Vice-Chair)	Citizen	F	W	03/11/15	03/12/17
City Council	General	Deanna Carrithers	Citizen	F	B	8/18/15	6/30/17
City Council	General	Seth Rundle	Citizen	M	W	8/18/15	6/30/17
City Council	General	Mary San Martin	Treatment Program Mgr	F	W	8/18/15	6/30/17
Chief of Police*	Law Enforcement	Gordon Ramsay	Chief of Police	M	B	7/1/15	6/30/17
Administrative Judge*	Judiciary	Ben Burgess	Honorable Judge	M	W	7/1/15	6/30/17
Sheriff*	Law Enforcement	James Convey	Sheriff	M	W	1/14/16	1/14/18
Education*	Education	Jodie Beeson (Secretary)	University Professor	F	W	9/2/15	9/1/17
Probation*	Judiciary	Peter Shay	Court Services	M	W	7/1/15	6/30/17
District Attorney*	Prosecution	Ann Swegle (Chair)	Deputy DA	F	W	1/1/15	12/31/17

Current and New Resources
Adult Intensive Supervision

Services	Enter 'yes', 'no' or 'more needed' if Currently Available	Enter 'yes', 'no' or 'more needed' if New In FY2017	Comments
Agency Supervision Fee			$300 for the first year.
Child Care Assistance	No		
Clothing (work related or other)	Yes		
Cognitive Behavioral Interventions	Yes		
Community Service Work	More needed		
Courtesy Transfer Fee			
DNA Cost	Yes		
Drug Confirmation Tests	Yes		$30 fee charged to client
Drug Screens	Yes		$7.50 per sample
Educational Services	Yes		
Electronic Monitoring	Yes		$7.50 per day
Employment Services	Yes		
Food	No		
Housing Assistance	No		
Medication	Yes		Utilize JRI voucher funds for this service
Mental Health Counseling	Yes		JRI Funded Positions
Mental Health Evaluations	Yes		JRI Funded Positions
Mentoring	Yes		JRI Funded Positions
Sex Offender Evaluations	No		
Sex Offender Treatment	No		
Substance Abuse Counseling	No		
Substance Abuse Evaluations	Yes		JRI Funded Positions
Transportation Assistance	Yes	Limited bikes available	$1.25 per bus pass
Utilities (heat, electric, phone, water)	No		
OTHER :			
Substance Abuse Treatment for offenders sentenced under SB123 and funded by the Kansas Sentencing Commission	Yes	Yes	

Current and New Resources
Adult Residential

Services	Enter 'yes', 'no' or 'more needed' if Currently Available	Enter 'yes', 'no' or 'more needed' if New In FY2017	Comments
Agency Supervision Fee			
Child Care Assistance	No		
Clothing (work related or other)	No		
Cognitive Behavioral Interventions	Yes		
Community Service Work	Yes		
Courtesy Transfer Fee			
DNA Cost	Yes		
Drug Confirmation Tests	Yes		
Drug Screens	Yes		$1.50/day
Educational Services	Yes		
Electronic Monitoring	No		
Employment Services	Yes		
Food	No		
Housing Assistance	No		
Medication	Yes		Utilize JRI voucher funds for this service
Mental Health Counseling	Yes		JRI Funded Positions
Mental Health Evaluations	Yes		JRI Funded Positions
Mentoring	Yes		JRI Funded Positions
Room and Board	Yes		150% of hourly wage per day
Sex Offender Evaluations	No		
Sex Offender Treatment	No		
Substance Abuse Counseling	No		
Substance Abuse Evaluations	Yes		JRI Funded Positions
Transportation Assistance	Yes	Limited bikes available	
Utilities (heat, electric, phone, water)	No		
OTHER :			
Substance Abuse Treatment for offenders sentenced under SB123 and funded by the Kansas Sentencing Commission	Yes		

Attachment D

Curriculum Review Form

NAME OF CURRICULUM: _____

Date Reviewed _____ Approved _____ Disapproved _____

How does the curriculum assist adult probationers in developing and using internal controls to address dynamic risk and need areas so that the probationer is less likely to engage in criminal
behavior?

KDOC Comments:

Select the LSI-R© domains being targeted by delivering this training to staff in risk reduction and intervention.

- ☐ Criminal History
- ☐ Emotional / Personal
- ☐ Financial
- ☐ Accommodation
- ☐ Companions
- ☐ Education / Employment
- ☐ Attitudes / Orientation
- ☐ Family / Marital
- ☐ Leisure / Recreation
- ☐ Alcohol / Drug

KDOC Comments:

What research led the applicant to implement this training as a component of their Comprehensive Plan?

KDOC Comments:

How will the applicant measure the impact of the training on the agency and/or adult probationers?

KDOC Comments:

How will this training initiative be utilized within the Comprehensive Plan?

KDOC Comments:

Is this curriculum appropriate for correctional personnel to deliver? Please include a discussion of appropriateness for use with probationers, trainer credentials, and duties that this training will allow officers to perform.

KDOC Comments:

Collaborative Partnerships
Adult Intensive Supervision

Agency Partnerships	Comment
ADAPT	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Addiction Counseling Services	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Addiction Specialist	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Alternative Programs	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
American Red Cross	Provide financial assistance to clients. They have a limited amount of funds in which to assist clients.
Anthony Family Shelter	Provide shelter for clients. They have a limited capacity.
Behavioral Health Center	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Breakthrough Club	Case management for mentally ill clients.
Catholic Charities Counseling	Provide counseling services using cognitive thinking and behavior
Catholic Charities Harbor House	Good working relationship. Utilize services when clients are identified as victims of domestic violence and need resources.
Child Care Association	Provides services and cognitive thinking and behavior skills counseling to clients.
Christian Counseling Center of Wichita	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Correctional Facilities: Ellsworth and Norton	They provide us with bicycles that support our clients with transportations.
Counseling Inc.	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Court Services	They are represented on our Advisory Board, but we need their collaborative support in fully implementing the LSI-R S/V.
Criminal Court Judges	We have a solid rapport with the judiciary, but need their support to fully support the LSI-R S/V pre-sentence-presumptive prison cases.
Department for Children and Families (DCF)	Provide financial, food stamps and medical cards to clients.

Collaborative Partnerships
Adult Intensive Supervision

Agency Partnerships	Comment
Derby Learning Center	Education services provided to clients.
Dress for Success	Provide clothing for clients. Limited participation.
Dr. Brodsky	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Dr. Nystrom	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Family Consultation Services	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Fresh Start	Provide shelter for clients. Limited capacity.
Good Shepherd	Inpatient mental health assessments for clients.
Guadalupe Health Clinic	Health care services for clients.
Haysville Mental Health Center	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Higher Ground	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Integrity Assessments	Regular contact with treatment provider.
Inter-Faith Inn	Provide shelter for clients. Limited capacity.
Investigation LLC	Polygraph services for clients. Not all sex offender clients are able to afford this service.
Kansas Children's Service League	Provide counseling services using cognitive thinking and behavior skills with clients.
KETCH	Job coaching, life skills for disabled clients.
Knox Center	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Mills Family Counseling	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Miracles House	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Mirror Inc.	Regular contact with treatment provider that uses cognitive thinking and behavior skills.

Collaborative Partnerships
Adult Intensive Supervision

Agency Partnerships	Comment
Norchem	Drug testing for clients.
Prairie View	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Premier Monitoring	GPS services provided to clients and regular contact to verify compliance.
Recovery Services Council	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Salvation Army	Ongoing working relationship. Provides monetary assistance for clients to secure identification.
Salvation Army Homeless Shelter	Provide shelter for clients. Limited capacity.
Sedgwick County Offender Registration Office	Work collaboratively to keep most up to date information on all offenders required to register. Have partnered to verify sex offenders residence in the field (sex offender compliance checks).
Stop Program	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
The Doan Center for Counseling	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
The Lords Diner	Provide evening meal to clients. Only on location in the downtown area.
Towne East & West Learning Center	Education services provided to clients.
Union Rescue Mission	Provide shelter to clients. Limited capacity.
Valley Hope	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
Wichita Area Oxford Houses	Good working relationship. Supportive placement for clients living a drug free lifestyle.
Wichita Area Sexual Assault Center (WASAC)	Good working relationship. Referrals are made when clients report being victims of sexual assault currently or in the past. WASAC provides educational group to clients entering Adult Residential.
Wichita Area Technical College	Education services provided to clients.
Wichita Parole / Re-entry	Collaboration in cases requiring dual supervision. Also partner to obtain identification for clients.
Wichita Police Dept. Gang Unit	Good working relationship with updated information on gangs and activity. Partner for monthly curfew checks to monitor compliance.

Collaborative Partnerships
Adult Intensive Supervision

Agency Partnerships	Comment
Wichita / Sedgwick County Domestic Violence / Sexual Assault Coalition	Sedgwick County Department of Corrections staff member serves on the Coalition, meeting monthly to discuss issues related to DV, SA and services available to offenders and victims.
Wichita State University	Masters level students conduct cognitive skills groups with clients.
Wichita State University - Consultation	Good partnership with Dr. Jodie Beeson at WSU who provides analysis and consultation services and periodic reports including our annual program evaluation.
Wichita State University Department of Social Work	Sedgwick County Department of Corrections serves as a field program site for graduate students, allowing for increased services to clients, while providing a learning experience for students. A SCDOC staff member serves on the practicum advisory board, which meets quarterly.
Wichita Technical Institute	Education services provided for clients.
Wichita Treatment Center	Regular contact with treatment provider that used cognitive thinking and behavior skills.
Women's Recovery Center	Regular contact with treatment provider that uses cognitive thinking and behavior skills.
YWCA Women's Crisis Center / Safe house	Ongoing working relationship. Utilize services to assist clients who are identified as victims of domestic violence and need resources. Also provides information to staff on domestic violence resources.

Collaborative Partnerships
Adult Residential

Agency Partnerships	Comment
7th Direction	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
A Clear Direction	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
ARROW	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Center for Health and Wellness	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Center for Health and Wellness	Clients access for health care.
ComCare	Clients can access mental health groups and medications.
ComCare ATS	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Consumer Credit Counseling Services	Although no EBP are used, they provide education in financial matters.
Correctional Counseling of Kansas	Anger management or domestic violence counseling. ISOs have regular contact.
Derby Recovery Center	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Episcopal Social Services	Clients access for assistance with birth certificates.
Goodwill	Educational services.
Grace Med	Clients access for health care.
Health Department	Clients attend class to get a food handlers card.
Higher Ground	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Hunter Health	Clients access for health care.
Indian Addiction Treatment Services / Recovery Concepts	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
KANSEL	Educational services.
Medical Service Bureau	Clients access for assistance with medications.
Mental Health Association	Clients can access mental health groups and medications.

Collaborative Partnerships
Adult Residential

Agency Partnerships	Comment
Mother Mary Anne Clinic	Clients access for health care.
New Dimension	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Options	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Parole Office	Clients access for documentation for IDs.
Preferred Family Health Care	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Recovery Unlimited	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
SACK	Treatment Center – ISOs have regular contact to verify how their client is doing in treatment.
Salvation Army	Clients access for assistance with IDs or birth certificates or clothing.
Urban League	Educational services.
Veterans Affairs Medical and Regional Office Center	If eligible, clients can access medical assistance and mental health treatment.
Voc Rehab	If eligible, clients can access assistance in employment.
Workforce Center (Wichita)	Although no EBP are used, they provide a lot of assistance and education in job services.

2017 Community Corrections Comprehensive Plan Signatory Approval Forms

Agency Name: Sedgwick County Department of Corrections

Agency Director: Steven Stonehouse, Interim Director

My signature certifies that I did assist in the development, completion and review of the agency's Comprehensive Plan, Budget Summary and Budget Narrative attached hereto. I further certify that:

- The plan, including budget documents and other attachments, complies with the written directions sent to me by the Kansas Department of Corrections (KDOC).
- The plan, including budget documents and other attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Standards and KDOC Financial Rules and Guidelines
- The agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on Community Corrections Supervision.
- The agency will provide complete and accurate data to the KDOC regarding agency operations and outcomes.

Furthermore, my signature certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2016 through June 30, 2017 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Utilize grant funds for the development, implementation, operation and improvement of community correctional services pursuant to K.S.A. 75-5291 through 75-52,113 and amendments thereto, as submitted in the attached comprehensive plan funding application.
2. Assume the authority and responsibility of funds received through KDOC and ensure compliance with all applicable Federal and State laws, Regulations and KDOC Financial Rules, Guidelines and Reporting Instructions. Any and all costs associated with non-compliance under this section shall be the responsibility of the Host County.
3. Acknowledge that the use of state grants funds is prohibited for out-out state travel and training. Any and all costs associated with non-compliance under this section shall be the responsibility of the Host County.
4. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
5. Comply with KDOC Community Corrections standards, policies and procedures.
6. Follow all applicable state and federal laws related to confidentiality of client information. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.

7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as employees or agents of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees or agents in work authorized by the comprehensive plan.
9. Submit problems or issues regarding the terms of this grant in writing to the KDOC Deputy Secretary of Community and Field Services for final review and resolution.
10. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.

_____

, Director Date

_____

Ann Swegle, Advisory/Governing Board Chairperson Date

Address: 525 N. Main, Wichita, KS 67203

Phone: (316) 660-3613 Fax: (316) 383-7266 Email: aswegle@sedgwick.gov

_____

Jim Howell , Board of County Commissioners Chairperson Date

Address: 525 N. Main, 3rd Floor, Wichita, KS 67203

Phone: (316) 660-9300 Fax: (316) 383-8275 Email: Jim.Howell@sedgwick.gov

Multi-county agencies shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency

Approved As To Form
Nisha C. Jacob-Warren

Approved Curricula

The Capabilities Awareness Profile (CAP); Prairie View, Inc.

Clinical Guidelines for Implementing Relapse Prevention Therapy; G. Alan Marlatt, PhD., George A. Parks, PhD., and Katie Witkiewitz, PhC., Addictive Behaviors Research Center, Department of Psychology, University of Washington, Seattle, WA.

Creating a Process of Change for Men Who Batter: The Duluth Curriculum

Cross Roads; National Curriculum & Training Institute, Inc (NCTI)

Eight Stages of Learning Motivational Interviewing; William R. Miller, PhD. and Theresa Moyers, PhD.

Evidence-Based Practices in Corrections and Motivational Interviewing; The Carey Group

Financial Peace University; Dave Ramsey

Getting It Right: Contributing to the Community; The Change Companies

Good Days Ahead: The Multimedia Program for Cognitive Therapy; Jessie H. Wright, M.D., PhD., Andrew S. Wright, M.D. and Aaron T. Beck, M.D.

Thinking for a Change, National Institute of Corrections

TruThought; Truthought™, LLC

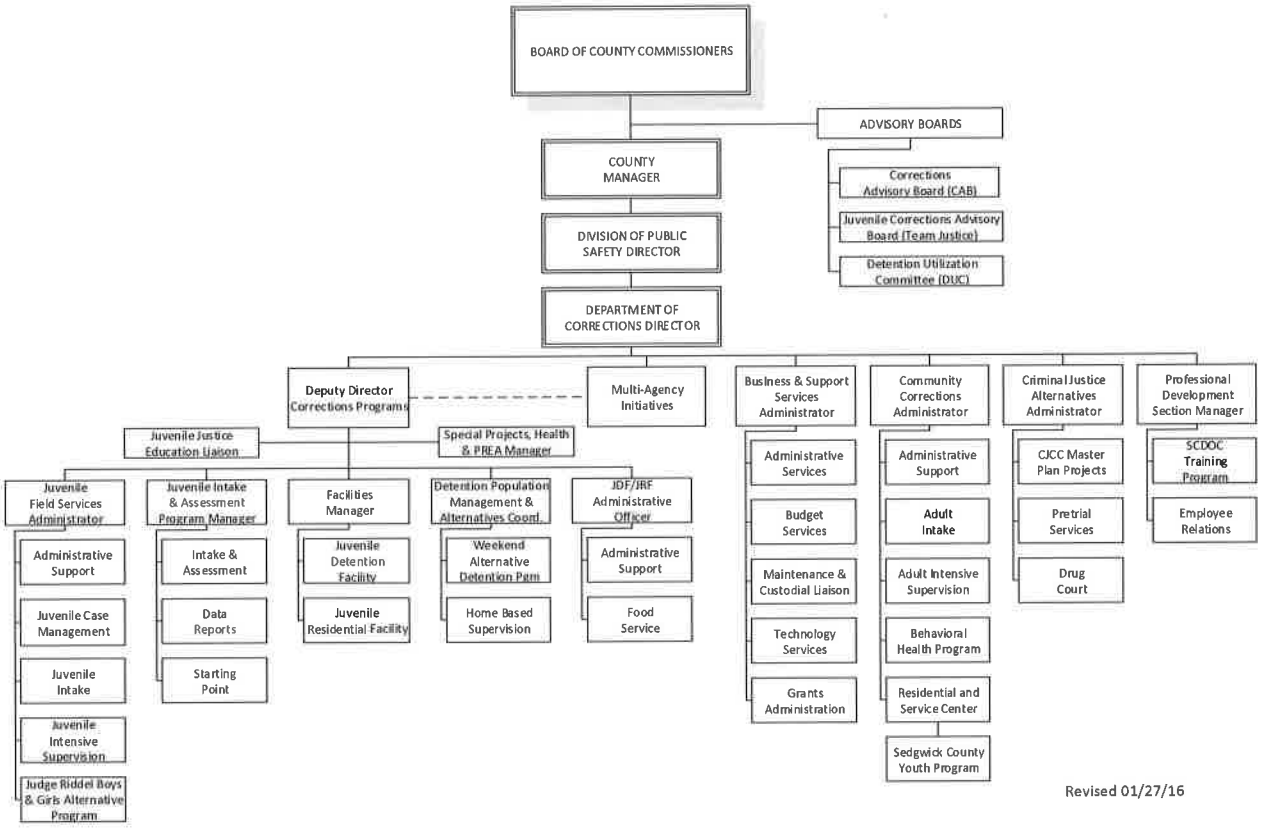
Courage to Change; The Change Companies®

Cognitive Behavioral Interventions – Substance Abuse (SAP) – University of Cincinnati Corrections Institute

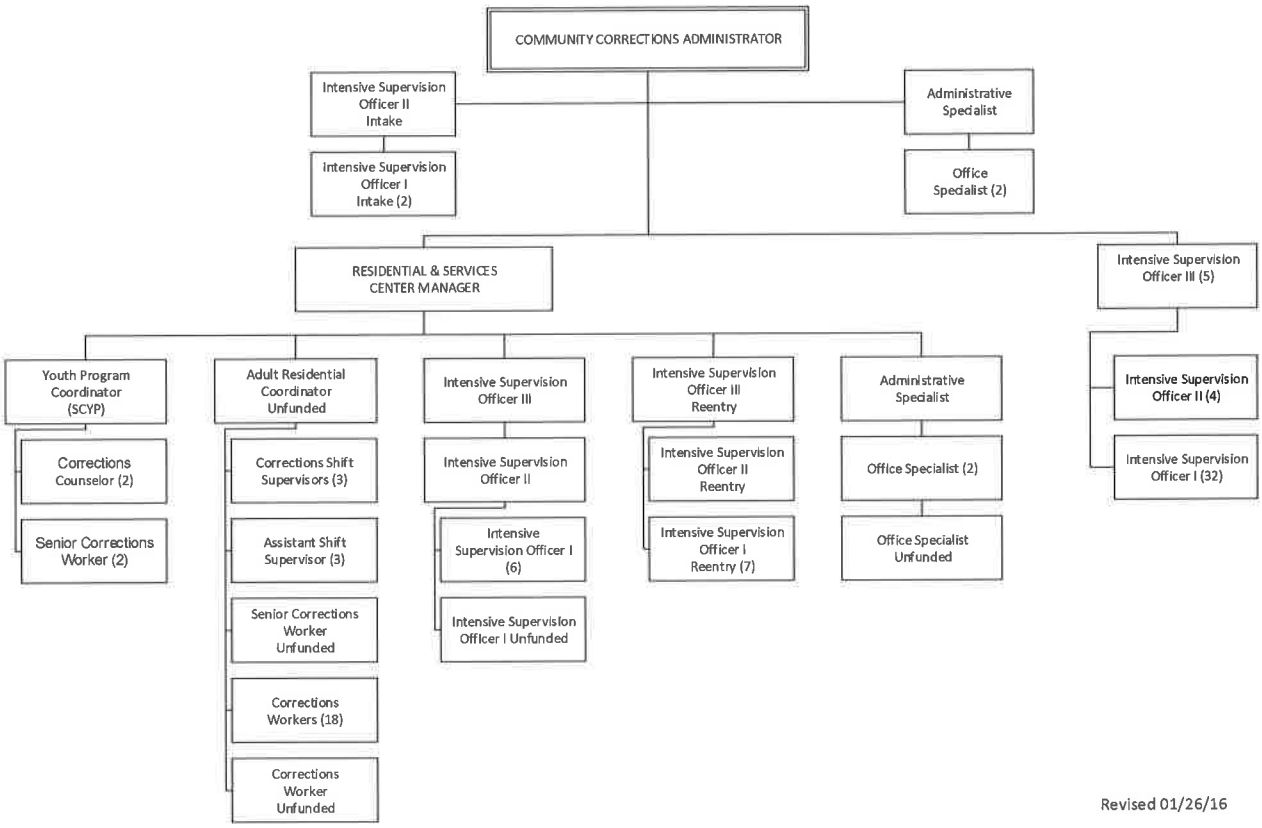
Introduction to Cognitive Behavioral Interventions, University of Cincinnati Corrections Institute

Seeking Safety, Treatment Innovations, LLC.

SEDGWICK COUNTY DEPARTMENT OF CORRECTIONS
ORGANIZATIONAL CHART
2016

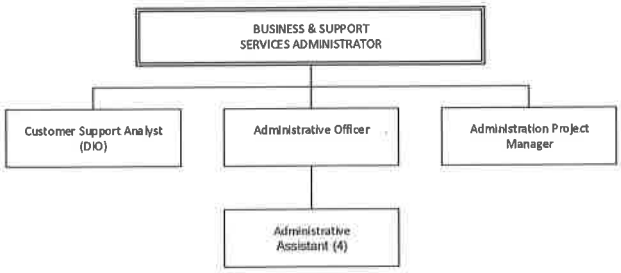


SEDGWICK COUNTY DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS DIVISION
ORGANIZATIONAL CHART
2016



Revised 01/26/16

SEDGWICK COUNTY DEPARTMENT OF CORRECTIONS
DOC ADMINISTRATION & OPERATIONS
ORGANIZATIONAL CHART
2016



Revised 01/27/16