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Work Plan -- 2010

Objective	Action Steps	Outcomes	Goal Completion Date
<p>Develop pretrial data collection for service providers including requirements for increments of data reporting.</p>	<ul style="list-style-type: none"> ▪ Create basic reporting requirements for pretrial and reentry (PT/RE) service providers. ▪ Contact Chris Coughlan for assistance in conversion to Access database. ▪ Contact Mark Rubin for assistance in selecting appropriate data collection. ▪ Provide proposed data requirements to PT Focus Group and upon approval, to PT/RE agencies. ▪ Assess agency training and organizational needs with respect to data collection. 	<ul style="list-style-type: none"> ▪ Receive accurate, thorough data from each PT/RE agency on a consistent and regular basis. ▪ Provide PT Focus Group and BOC outcome information from PT/RE agencies. 	<p>February, 2010</p>
<p>Develop assessment tool to evaluate pretrial and reentry services, the work that PT/RE agencies are doing, training, policy, operations, etc.</p>	<ul style="list-style-type: none"> ▪ Create assessment tool with assistance of DOC workers trained in CPAI evaluation. ▪ Review with PT focus group. ▪ Contact June Koegel and Elizabeth Simoni to review evaluation plan. ▪ Meet with VOA and MPS, complete evaluation. 	<ul style="list-style-type: none"> ▪ Provide PT Focus Group and BOC with a written analysis of each PT/RE agency's performance and recommendations for improvements in efficiencies, policies, etc. 	<p>March, 2010</p>

<p>Create, organize, and support a Criminal Justice Advisory Council (CJAC) in each Correctional Service Region.</p>	<ul style="list-style-type: none"> ▪ Attend Sheriff's Association Meeting. ▪ Meet with PT/RE agencies to find out their perspective on county/regional stakeholders. ▪ Meet with JA's from each county for identification of county/regional stakeholders. ▪ Connect with DA's in each county. ▪ Determine appropriate meeting space/event time. ▪ Host CJAC and appoint 	<ul style="list-style-type: none"> ▪ A CJAC in each CSR which meets at least quarterly. ▪ Use of a list-serve among members of the CJAC to quickly address issues as they arise. 	<p>April, 2010</p>
<p>Address concerns regarding Video Conferencing capabilities in each county and increase the use of such technology in four primary areas.</p>	<ul style="list-style-type: none"> ▪ Contact Hartwell Dowling to begin process of addressing county priorities from AOC perspective. ▪ Attend IT Focus Group site visits for priority areas. ▪ Work with IT and PT focus groups to encourage the BOC to consider purchase and implementation of video conferencing equipment in sites identified as most cost effective. ▪ Reach out to JAs, Judges, DAs, Sheriff's in priority areas to address county specific concerns, etc. 	<ul style="list-style-type: none"> ▪ Removal of barriers to implementation by addressing stakeholder's concerns at the county level. ▪ Implementation of video arraignments in each county where this technology exists. 	<p>May, 2010</p>

<p>Selection of Pretrial Risk Assessment Tool and implementation on a statewide level.</p>	<ul style="list-style-type: none"> ▪ Meet with VOA to get copy of grant, draft risk assessment tool, etc. ▪ Meet with VOA for update on the development of a pretrial instrument ▪ Work with PT Focus Group on policy regarding adoption of instrument. ▪ Meet with PT agencies for training/implementation purposes. 	<ul style="list-style-type: none"> ▪ Policy approved by PT Focus Group and BOC pertaining to the system-wide use of a pretrial risk assessment tool. ▪ Standardized and consistent implementation in all counties providing pretrial services. 	
<p>Develop pretrial and reentry policy recommendations for consideration by BOC</p>	<ul style="list-style-type: none"> ▪ Meet with PT Focus Group and PT/RE Agencies to discuss NAPSA standards and potential implementation in Maine. ▪ Identify key priority areas for development of policy. ▪ Determine whether formal policy or policy recommendations most appropriate. ▪ Provide PT Focus Group with written recommendations for consideration for formal policies for PT/RE agencies providing services. 	<ul style="list-style-type: none"> ▪ Clearly written policy that can be used by the PT/CCM agencies to guide everyday practices. ▪ Implemented areas of policy can be utilized in contracting of PT/CCM agencies for services. ▪ Will provide documentation of closer adherence to NAPSA standards. 	<p>July, 2010</p>

<p>Develop a strategy for creation of consolidated contracts for PT/RE services in each CSR.</p>	<ul style="list-style-type: none"> ▪ Identify the end date of existing pretrial contracts. ▪ Encourage simultaneous end dates of contracts with county stakeholders and PT/RE agencies. ▪ Identify a CSR appropriate for trial regional contract with assistance from the PT Focus Group. ▪ Develop RFP with assistance from the PT Focus Group. ▪ Publish requests for proposals with BOC approval. ▪ Evaluate proposals with PT Focus Group and CJACs and make recommendation to BOC. 	<ul style="list-style-type: none"> ▪ Creation of a consolidated PT/CCM/ASP contract for at least one CSR. ▪ PT/CCM agencies will provide enhanced services which more closely align to NAPSA standards. 	<p>November, 2010</p>
<p>Build relationships with each County through meetings with Sheriffs and Jail Administrators.</p>	<ul style="list-style-type: none"> ▪ Set up county visits in each site to discuss current pretrial, CCM, and ASP practices. ▪ Inquire with each county their individual needs and encourage participating in the process. ▪ Attend Sheriff's Association meetings monthly. 	<ul style="list-style-type: none"> ▪ Have open line of communication between county officials and BOC. ▪ Greater understanding of county politics and needs. 	<p>Ongoing</p>
<p>Report progress of position as required by JAC grant.</p>	<ul style="list-style-type: none"> ▪ Meet with Lars Olsen to identify reporting requirements and responsibility of grant participants. ▪ Send quarterly updates to JAC reporting center. 	<ul style="list-style-type: none"> ▪ Meet ongoing requirements of JAC grant throughout grant period. 	<p>Ongoing</p>

<p>Encourage legislative changes and change in everyday pretrial, ASP, DD, and CCM practices.</p>	<ul style="list-style-type: none"> ▪ Participate in CLAC meetings. ▪ Participate in SSCPCC meetings. ▪ Participate in joint CLAC/SSPCC meetings. ▪ Participate in trainings for stakeholders such as the Judiciary, prosecutors, and defense attorneys. 	<ul style="list-style-type: none"> ▪ Stronger collaboration among stakeholders and greater understanding among the criminal justice community of pretrial issues. 	<p>Ongoing</p>
<p>Provide easy-to-access single point information website open to the public which identifies ASP locations, dates, and eligibility.</p>	<ul style="list-style-type: none"> ▪ Find out dates for ASP programs in 2010-2011 in each county along with cost and location. ▪ Work with Kelene Barrows to post information on Maine.gov website. ▪ Disseminate information to prosecutors, defense attorneys, and the Judiciary. 	<ul style="list-style-type: none"> ▪ Accurate, up to date website that provides the public and stakeholders basic information about ASP programs. 	<p>May, 2010</p>
<p>Evaluate Waldo County Reentry Center</p>	<ul style="list-style-type: none"> ▪ Tour reentry center. ▪ Meet with reentry staff, request copies of programming. ▪ Evaluate fidelity to model, appropriate selection of reentry participants, reintegration of offenders into local community, etc. ▪ Provide written report to BOC which outlines effectiveness of program, cost vs. benefits, and recommendations. 	<ul style="list-style-type: none"> ▪ Thorough evaluation of Reentry Program as well as recommendations for improvements. 	<p>November, 2010</p>

<p>Identify new site for a second reentry center.</p>	<ul style="list-style-type: none">▪ Look at data regarding current population around the state that would be eligible for reentry services.▪ Begin discussions with jails in southern half of state to determine interest level in participating in such a project.▪ Look at potential sites for reentry center.▪ Work with Waldo Reentry center to look at lessons learned through their process.	<ul style="list-style-type: none">▪ Provide written recommendation to BOC regarding a new potential reentry center.	