**Sample Responses – TAD Quarterly Program Reports 2024**

**“Activities” Highlights on 1st Page:**

**Example 1**

1. Drug Court: Graduated 1 participant, 2 participants started the program. Added a new Treatment Provider to the team. 3 Drug Team members attended the All Rise conference in Anaheim, CA. 2 Team members attended Standards Training in September. Established MOU (Memorandum of Understanding) to allow XXXX County Residents with XXXX County Cases to participate in ADTC (Adult Drug Treatment Court).
2. OWI Court: Graduated 1 participant, 2 participants started the program, 2 OWITC (Operating While Intoxicated Treatment Court) Team members attended the *All Rise Conference* in Anaheim, CA. Established an MOU to allow XXXX County residents with XXXX County OWI cases to participate in XXXX County OWITC.

**Example 2**

1. Drug Court --

Multiple graduation ceremonies, working to add additional community employment services, revising Policy and Procedure Manual and Participant Handbook. Community presentations and reach out. Working to start getting additional housing resources with the start of discussion with another group considering opening up a sober living facility

1. Diversion Program --

Continuing to work on ways to increase enrollment numbers as this program has not gotten a great response. We have started to work on developing a Community Advocacy Resource Board inviting a number of influential, high profile community members to advocate for our TAD programming in hopes of increasing awareness and knowledge of these programs.

**Example 3**

The XXXX County Criminal Justice Coordinating Council (CJCC) held two meetings this quarter: October 5 and December 7, 2023. The Agendas and Minutes of the CJCC meeting are attached to this report. The Council is currently discussing the drafting of a Criminal Justice Survey, well-being boot camp, and having discussions regarding parents with methamphetamine addition.

Treatment Court Coordinator XXXXXXX attended the Treatment Court Coordinators Conference in Middleton October 12-13. She attended a WATCP board meeting December 7, 2023.

XXXXXX County Drug Court celebrated one graduation. Drug Court currently has six active participants with three referrals under review, two pending admission, and two inactive. The DC Team continues to meet one hour prior to each court session. Drug Court will continue to meet Thursday mornings at 9:30 a.m. every two weeks. Judge XXXXXX is the presiding Judge.

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**Additional Questions**

**Question No. 1:** *Describe the progress made by your TAD program(s) during this reporting period as outlined in your goals and objectives form submitted with your grant application. Please be sure to clearly identify each TAD program and provide a separate response for each program. Use your TAD Quarterly Data Report to help answer these questions. •*

**Example 1**

Goal 1: Reduce Recidivism rates by 20% for nonviolent offenders in the program and increase public safety by the time the grant cycle ends:

Outcomes Measures:

* 60% of participants will report receiving the necessary supportive services within 18 months.
  + In quarter 4, there have been 19 active participants and 100% of them have received the necessary supports services while in the program.
* 40% of participants will report reduction in substance use and 20% will have complete sobriety within the next 18 months.
  + In quarter 4, we did have zero positive tests out of 19 active participants. That being said, 88% of the drug court has obtained complete sobriety in this quarter. At the end of quarter four, we did not have any active positive drug test for at least 30 days.
* Reduce re-arrest rate of participants during the program participation by 30%.
  + During quarter four, there were 19 active participants and a 100% of them have reduced re-arrest, since no active participants were arrested during quarter three.
* Reduce re-arrest rates of participants following graduation from program by 30%.
  + In quarter four, there were 19 active participants and 2 graduation. In total the program has had 47 graduations and 8 of the graduates have had new charges post-graduation. When reviewing the charges, 6 of them are at the felony level and 2 of them are misdemeanor levels. Reduction of arrest rate is 81%.

Goal 2: Reduce prison and jail population by 20% by diverting nonviolent offenders to community-based interventions by the time the grant cycle ends.

Outcomes Measures:

* Reduction of the number of jail-bed days for participants by 60%.
  + In quarter 4, we had two individuals spend time in a jail bed. One participant was sent to jail as a sanction for dishonesty and not following treatment recommendation. She was incarcerated for the duration of a weekend. The second participant went in on a past warrant and was in jail for seven days.
* Reduction of participants contacts with law enforcement by 50%.
  + In quarter 4, 5 out of 19 participants had contact with law enforcement. Out of all the contact, none of the participants received any tickets at this time and have had positive interactions with law enforcement.
* Participants making payments toward legal financial obligations.
  + In quarter 4, 80% of the 19 participants have made some payment toward their financial obligations.
* Reduction of trial costs and court dockets congestion, and maximization of cost avoidance.
  + In quarter 4, none of the 19 active participants have accrued any new legal charges.

Goal 3: To heal and rehabilitate non-violent addicted offenders.

Outcomes Measures:

* Graduation of at least 60% of the participants.
* In quarter 4, we have had 3 graduations. Throughout the whole program, we have had a total of 82 participants thus far, we have had 46 successful graduations and 19 still in the process of graduating within the next 18 months. During quarter 4 we did have one administrative discharge. A total of 23% of either been terminated, or administratively discharged.
* Termination from the program of less than 15% of participants for drug test failures.
  + None of our terminations from the program have been due to drug test failures.
* 50% of graduated participants, who are maintaining sober and drug-free recovery, have at a minimum a high school equivalency diploma and are becoming responsible, productive members of the community.
  + At this time 100% of the graduates of the program have at least a minimum of high school equivalency. As for living drug free lifestyle, out of the 46 graduates, 39.54% of relapsed since their graduation. At least 3 of those clients have since returned to recovery and are working on living a drug-free recovery again. This is based on the participant we have been able to remain in contact in some way since completion of the program. This means that 60% of graduated participants are maintaining sobriety in the community.

**Example 2**

During the fourth quarter in 2023, the XXXX County Diversion Program has made progress on achieving many of the goals and objectives established for the program.

**Goal 1:** Reduce recidivism rates and increase public safety.

**Objectives met:**

Active participants have entered agreements and supervision plans based on risk and needs determined by ORAS Assessment.

Participants receive random drug testing.

Risk levels and discussions of continuing to accept high risk individuals began in quarter four

Program Coordinator and Case Manager completed training in Motivational Interviewing and Solution-Focused Case Management.

Case Manager began T4C training at end of Q3, to be completed at beginning of Q4.

**Goal 2:** Reduce prison and jail populations by diverting nonviolent individuals to community-based interventions.

**Objectives met:**

Assess individuals referred to the program using the ORAS-CSST and UNCOPE to determine preliminary program eligibility.

Prepare eligibility information for the individuals identified in 2A.

Conduct ORAS-CST risk and needs assessment on eligible candidates for whom the CSST identified as needing further assessment.

**Goal 3:** To promote long-term self- efficacy in recovery and prosocial behavior.

**Objectives met:**

Active participants have engaged in individual treatment sessions and engaged in community support.

Diversion staff respond to anti-social behavior using a behavior matrix, focusing on honesty and accountability in these early phases.

9 referrals have been made in quarter four

**Goal 4:** To ensure adherence to Diversion Standards.

**Objectives met:**

Continuous monitoring of in-program outcomes through data collection and maintaining up-to-date entries in CORE.

On-going training in Diversion Standards for staff and stakeholders.

Partnership with a local outpatient AODA clinic for connecting participants with assessment/treatment options began in Q3 and continues in Q4.

**Goal 5:** Raise awareness in the community of the benefits of the program.

**Objectives met:**

Brochures distributed to stakeholder groups and referral points.

Public outreach including presentations to and meetings with the Social Services Department, Bar Association (presentation), Sherriff’s Department, area Chief’s meeting, XXXX City Police Department, XXXX County Recovery Coaches, XXXX County Public Safety Board and Social Services Board

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**Question No. 2:** *Describe the progress made by your TAD program(s) during this reporting period (i.e. events, trainings, meetings, community outreach activities, etc.). Please be sure to clearly distinguish between the programs, (e.g. Drug Court, Diversion Program, OWI court, etc.).*

**Example 1**

The Diversion Specialist and CJS Director are just beginning to reach out and meet in-person with stakeholders. We continue to promote the program with Defense, Prosecution and Law Enforcement, The CJS Director and Diversion Program Coordinator presented to UW-Eau Claire Social Work students related to EBDM and CJS programs, and XXXX and XXXX met with two new Chiefs of police and oriented them on CJS programs.

**Example 2**

The program coordinator attended the 2023 Coordinator’s Conference in Middleton in October 2023. The Department of Correction agents and supervisor completed a 3-part Diversity, Equity, and Inclusion Training in November. This meets the programs fourth goal of implementing a program that adheres to state and national standards through training.

The coordinator signed the treatment court team up for an incentive and sanction refresher training in 2023 while at the 2022 Coordinators Conference. This meets the programs fourth goal of implementing a program that adheres to state and national standards through training.

The next half-day workday that works with the entire team is 1/18/24. The scheduling was put off, when the team learned, the coordinator was returning to work.

**Example 3**

Drug: The Drug Treatment Court Coordinator continues to be a part of community programs such as PARCC (Prevention and Response XXXX County) and OFR (Overdose Fatality Review). The Drug Court Coordinator attended the WATCP Coordinator's Conference in October. The treatment court team has discussed the possibility of using a different screening tool for programming, the coordinator attended and successfully completed the ORAS training in October. The treatment court team also discussed more extensive community outreach for housing and community service opportunities, this will be a goal for the first reporting period of 2014.

OWI: Several members of the OWI Treatment Court Team continue to be active in Prevention and Response XXXX County (PARCC), a community coalition aimed at preventing and responding to substance use in the community. The current treatment provider on the OWI Treatment Court Team has been heavily involved as a board member for the Harbor Recovery Center. Treatment Court participants continue to connect and engage with these resources, which host support group meetings, recovery events, and support services.

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**Question No. 3:** *List all numbers and activities of your TAD program(s) during this reporting period. Please include the 1) current program numbers, 2) referrals, admissions, graduations, and terminations, 3) program capacity. Please be sure to clearly distinguish between the programs, (e.g., Drug Court, Diversion Program, OWI court, etc.)*

**Example 1**

As of 12/31/23, the program had 21 active participants, a 22% decrease compared to 27 active cases on 12/31/22. Maximum program capacity is set at 25-30 active participants.

There were no commencements and 2 terminations during the reporting period (1 absconded shortly after their change of plea, one was terminated due to new legal charges, continued dishonesty, and failure to adhere to treatment plan).

Of the 11 referrals to the program during the reporting period, 7 did not meet legal eligibility requirements, 1 declined offer from DA, 1 was assessed and did not meet clinical criteria (high risk/high need), 2 were assessed and accepted into the program.

Of the 7 referrals that did not meet legal eligibility requirements, 1 was dealing for profit, 3 were considered violent offenders per TAD statute, 1 did not meet residency requirements, and 2 were OWI cases. Five individuals entered the program during the reporting period (i.e., change of pleas/sentencings occurred between 10/1/23 and 12/31/23).

**Example 2**

Drug Court:

6 active participants (4 male; 2 female)

2 inactive participants

3 referrals under review

2 pending admission

2 admissions

1 graduation

0 administrative discharge

1 termination

10 Program capacity

OWI Court:

6 active participants

0 inactive participant

2 referrals under review

3 pending admission

1 admission

1 administrative discharge (died)

2 graduations

0 termination

15 Program capacity

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**Question No. 4:** *Describe any changes made to your program during this reporting period (e.g., referral process, phase structure, treatment offered, etc.)*

**Example 1**

There were no program changes during this reporting period. However, the treatment team meet and continues to discuss possible changes in the structure of adding status conference hearings for individuals who are high risk and need in the program.

**Example 2**

Drug Court- We will be discussing program length in the future and looking at potentially extending the program duration. We developed a paper referral and will post it on the county's website.

**Example 3**

Deferred Prosecution Program – As previously mentioned, program counselors continued seeing the participants in-person and program operations continue in the XXXX County Courthouse. Also as previously mentioned, full implementation with a new drug testing provider continued to go smoothly. Other modifications included temporary measures to serve participants and continue operations between the departure of the Substance Abuse Counselor and the hiring of a new one. No additional modifications have been made to the program during this reporting period.

XXXX County Diversion Program – A new application process started in Q4 of ’22. This quarter, the program worked on continued streamlining and identifying barriers and solutions to reduce the time from referral to admission. This resulted in action items and potential changes in the process flow of the application steps to be finalized and implemented in 2024. As mentioned above, the team collaborated on a better process to assure incentivizing and sanctioning occurs more immediately and consistently to increase the effectiveness of behavior modification, per best practices. This quarter, particular focus was made on engaging clients with peer support services and building pro-social supports/community.

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**Question No. 5:**  *Please indicate if you have experienced any changes in your TAD program staff during this reporting period* (e.g., budgeted staff, team members, positions listed on the TAD grant, etc.).

**Example 1**

Our Coordinator has returned from maternity leave. Also, our Public Defender representative has changed again, and our District Attorney representative changed. One of our Recovery Coaches was hired by Probation and Parole and now works with the Drug Court in that capacity, so we have an opening for a new Recovery Coach.

**Example 2**

The team obtained a new team member from the county sheriff’s department. \_\_\_\_\_\_ was replaced with agent \_\_\_\_\_\_\_\_ in December 2023. He worked with the metro drug unit program. This meets the program’s fourth goal of implementing a program that adheres state and national standards by having all team member represented.

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**Question No. 6:** *Describe any challenges your program has experienced in terms of interagency coordination and collaboration during this reporting period (e.g., lack of stakeholder attendance and/or engagement, etc.).*

**Example 1**

Drug Court / OWI Court have not had any challenges with our program interagency coordination and collaboration during this reporting period. Further, all team members attended bi-weekly team meetings and court sessions in both programs.

The \_\_\_\_ County CJCC held two meetings this meeting. The minutes and agendas for the two meetings are attached to this report.

**Example 2**

We have been working diligently with [contract provider agency] to have them provide service for our programs in this area, however, the contract process took longer than we would have liked to. Treatment in the outpatient setting is still a struggle. The waiting lists for a dual diagnosis provider are often long.

**Example 3**

During quarter 4, we did have some barriers with communication on the team. In order to work on the communication, the coordinator has been meeting with the team members individually to help discuss where the communication is getting lost and starting to understand the expectations of communication to help facilitate the communication moving forward. The team has had some changes in staff in the last year, so we are continuing to work on finding how we all interact with each other and the expectations for each team member. In addition, the team has had some disagreements about how to move forward with the client which allowed us to look at how the policy manual may need to be changed to help address some concerns with termination and administrative discharges moving forward.

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***Question No. 7:*** *Is your program on track to spend the budgeted amount for this reporting period? Do you anticipate that funds will be fully expended by the project period end date? If no, please explain.*

**Example 1**

XXXXXXX County had a balance of $5,490 left in this year's grant budget. We conclude that the reason for the balance is due to a staff vacancy. We faced a delay in posting and recruiting for the vacancy.

**Example 2**

No, our case coordinator left at the beginning of October, and due to it being too close to the end of the year and us not knowing if we would receive the TAD grant for Treatment Court we did not hire for the position. This left extra funds in the salary and benefits.

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**Question No. 8:** *Please indicate if your fiscal department has issues or questions regarding the financial reporting requirements for the TAD Grants and could use assistance in this area.*

**Example 1**

None at this time. We will have a new Financial Officer in the next year.

**Example 2**

Underspent. 1) The case manager left their position and we needed to hire another case manager. 2) We haven’t had the same number of referrals since COVID so treatment service utilization is less 3) MA funding covered residential treatment costs.

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**Question No 9:** *After reviewing your program data, what trends have you identified (e.g., patterns or changes in referrals, admissions, discharges by type, etc.)?*

**Example 1**

In reviewing data, our referrals have increased this past quarter along with admissions. There was a total of 6 admissions with one pending. The goal for number of participants in the program is 20. Outcomes so far have been positive with only two reported recidivisms of graduates.

**Example 2**

Referrals remained consistent. Admissions decreased. No observations about discharge and no discharges this quarter.

**Example 3**

1. The program has been below capacity since 2020 and should be back at capacity by mid-2024.
2. Incentives continue to outnumber sanctions – we have yet to determine how this will affect program completion rates.
3. The program continues to monitor how long it takes to get someone into the program and will work on decision points we have control over.
4. The number and frequency of referrals has increased or remained steady, which has stabilized the participant census as people commence and complete the program.

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**Question No. 10:** *Do you have any data-related concerns or need assistance with the CORE Reporting System? If yes, please explain.*

**Example 1**

We have a new administrative specialist who would benefit from CORE training.  The project director would also like CORE training.

Please note that there was a delay in some data entry during this quarter.  With a change in our administrative specialist staff, there were several weeks of training and orientation needed. She has been able to start data entry and we anticipate she will be up to date on referrals early in this next quarter.

We are hoping we can utilize CORE for data collection for several diversion programs in the near future and if this is approved, we will request training for more staff.

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**Question No. 11:** *Technical Assistance (TA): Describe any technical assistance, training or additional resource needs that your treatment court team and program would find beneficial.*

**Example 1**

Our team could benefit from a review training on standards, role of each team member, and sanctions and incentives. It was one thing to train on all these things as we were writing our manual, but now that we are officially seeing the real challenges court’s face with participants, we believe a review would be beneficial for our team.

**Example 2**

We would appreciate any training materials on best practice treatment court case management and training on CORE to be provided to the new staff.

**Example 3**

XXXX County would benefit from having the State offer more trainings for program staff and stakeholders, specifically training related to Risk, Need and Responsivity, as well as effective use of Sanctions and Incentives.

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**Question No. 12:** *Site Visit/TA Conducted: Have you had a site visit or received TA in the last 12 months? If so, please describe at least one aspect of the visit that was helpful. Please discuss any changes to the program you may have made as a result of the feedback you received.*

**Example 1**

During Q1, DOJ and State Court staff came and visited our Drug Court Program.  We found this incredibly helpful, and we are looking forward to having staff come again to provide some training with our team.  There are several different areas that we hope to request additional training later this year.  The feedback that was provided to our team helped us ensure that we are on the right path and gave us some positive feedback that we needed to hear.

**Example 2**

We received our site visit report back from the state on their visit earlier this year. The report provided the team with a great deal of information and gave us a direction on where to make improvements. Of those were suggestions on our sanctions and rewards. Our oversight committee has been actively looking at other counties’ sanction and incentive matrixes so that we may tailor it to our county.

**Final Report Questions** (only completed with Q4 Program Report)

**Question No. 1:** *Please describe the impact grant funds have had on your communities.*

**Example 1**

During the past year we served 26 clients. This means 26 people who were at risk for overdose and criminal offenses are now receiving treatment and reducing their use. They are also being monitored closely by program staff and related agencies and reducing their criminal activity. This equates to less time and expense on the part of the rest of the court system and law enforcement. It also means lowered time and expense for Human Services for follow-up to maladaptive behavior. This additionally means healthier living situations for children and other family members and more stability for neighbors and the community at large.

**Example 2**

The funding awarded for this project has allowed XXXX County to develop a Diversion Program that is evidence-based and offers rehabilitation to offenders instead of criminal charges or jail. This funding has helped to strengthen our criminal justice system and incorporate evidence-based programming into our system, diverting individuals at early decision points. Ultimately, this program will reduce recidivism and increase community safety. The goal is for participants to be allowed to improve their lives, strengthen their families, and be productive members of society while receiving supervision and treatment in the community setting for their addictions. The community remains safe due to the supervision and structure received in the program.

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**Question No. 2:** *Discuss any challenges or obstacles you encountered. How did/do you plan to address these issues?*

**Example 1**

Over the last year the biggest challenge has been housing issues with 35% of our male clients not having stable housing. To address this some of our staff have joined local housing coalitions and others have become involved with community-wide solution initiatives.

**Example 2**

When we declined in referrals, we evaluated our numbers, revisited our system map, and met with key referral sources to discuss possible causes.

**Example 3**

XXXX County has experienced turnover within our case management contract that has impacted the program negatively. The County and the contracting agency met in September of 2023 to discuss

how to improve processes and get staff onboarded to the Treatment Court program in a more efficient and

streamlined fashion. XXXX County continues to work collaboratively with multiple stakeholders to

implement a Medication Enhanced Treatment (MET) Program in the jail for treatment court and non-treatment court persons in the care of XXXX County Jail. This effort continues to involve the County

Health Department, Human Services Department, Treatment Court Programs, Jail Administration, and Southern Health Partners, the medical provider for the county jail.

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**Question No. 3:** *How did you deal with gaps in services this reporting period?*

**Example 1**

The Treatment Court program now offers classes in active parenting. It should be noted that the first class of Active Parenting was held for participants on 12/1/2023. On top of meeting the needs for participants with parenting resources and responsibilities, we offer Anger Management courses. Training for this course was completed through the National Anger Management Association (NAMA) and provides evidence based and clinically proven practices.

**Example 2**

Program gaps continue to be addressed. XXXX County is a rural community with limited resources. AODA treatment groups are unable to be gender or risk specific. Some participants have started programming with area clinics to accommodate work and childcare schedules. Telehealth is also explored when clients face barriers to substance use and mental health services. In one instance, a participant was recommended for sober living, however the only availability was in a home with all men. The treatment team did not feel it was appropriate to force her to live in a place she was uncomfortable; therefore, the team allowed her to stay outside of the county (requirement per treatment court rules) while additional housing options were explored. We continue to meet participants where they are at to ensure needs are being met while keeping best practices in mind.

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**Question No. 4:** *Please explain how was your agency able to provide services to new/underserved populations during the grant cycle?*

**Example 1**

The XXXX Treatment Court program continues to provide services to all participants, including those who may have experienced discrimination or reduced social opportunities. The treatment team is prepared to provide services to all participants, firmly believing in equity and inclusion of all persons. The treatment team uses screening and assessment tools that are nondiscriminatory in intent and impact, validated tools for equal access to treatment, continued evaluation and examination of programming, and provides ongoing training for treatment team members.

**Example 2**

Many participants that the TAD program serve are living in poverty, have limited resources and some are new to the criminal justice system. To start in the program, there are no program fees that must be paid up front and staff works to meet clients where they are at (home, jail, shelters, etc.) to help get them connected with resources. Our Human Services Agency works well to collaborate with various services and provide appropriate care on an individualized basis, not just to meet court expectations but basic needs.

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**Question No. 5:** *With the advantage of hindsight, what would you do differently in implementing this project?*

**Example 1**

We would have prioritized funding that would have provided assistance with housing and transportation.

**Example 2**

In hindsight, providing more assistance for responsivity needs earlier on in the year would be ideal, and is one of the top tasks for the grant committee in the 2024 grant cycle.

**Example 3**

In hindsight, the one thing I would do differently is to reconnect with some of our community partners to reach more individuals and also make connections for the individuals in the program. In addition, I would have met with the team members at the beginning of the year to look at changes to make prior to going into the last year grant cycle to help identify areas of concern. We also learned that our participant handbook and procedure manual needs to be updated based on some of the changes to the program in the last two years.

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