

# MADISON COUNTY Juvenile Probation

## 2025 OPERATIONS REPORT

*Balancing the risk and needs of the youth with  
the safety and needs of the community*



Traci Lane | Chief Probation Officer

## INTRODUCTION

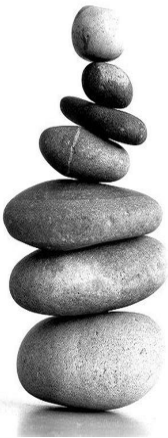
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Indiana Probation Standard 1.5 requires the Chief Probation Officer to prepare an annual report that summarizes the department’s statistics, programs and services. “A report of this nature is informative to the supervising judge as well as local government officials and the public. It provides a current assessment of workload and related activities and facilitates the planning process. The report affords the opportunity to address the requirements of staffing, equipment and operating costs. Used in conjunction with the workload measures formula, the report serves as an aid for funding requests. Probation Standards further outline various expectations of Probation Departments to ensure the effective and efficient operation of departments. Those standards can be found at: <https://www.in.gov/courts/iocs/files/prob-standards-standards-2024.pdf>

## PROBATION OFFICERS

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**The Juvenile Probation Department serves under the direction of  
Madison County Circuit Court 2  
The Honorable Stephen J. Koester, Judge**



Traci Lane  
Chief Probation Officer

Tammy Santiago  
Asst. Chief Probation Officer

Mike Gray  
Supervisor Probation Officer

Kim Bales | Intake PO  
Kim Beyer | Field PO  
Jason Dillmon | Field PO  
Teresa Holloway | Field PO

Dylan Huff | Field PO  
Trisha Keesling | Intake PO  
Alisha Lambermont | Field PO  
Tony New | Field PO  
Cortney Stuart | PRO

## SUPPORT STAFF

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Tina Thomas | Office Manager  
Ally Koron | Secretary

Brenna Monaghan | Court Reporter  
Jaci Knott | Part Time

Personnel changes that occurred in 2025 include the hiring of Intake Probation Officer Trisha Keesling to replace Kimberly Hudson in April; Secretary Jenny Roundtree moving to a position with the Madison County Youth Center in May and that position being filled by Ally Koron in June. In September, Jaci Knott was hired as part time support staff by utilizing a part time position within the Madison County Youth Center budget.

## MISSION STATEMENT

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The mission of the Madison County Juvenile Probation Department is to *Assess, Represent* and *Monitor* Justice for delinquent youth, their families, and the community. The Madison County Juvenile Probation Department is an A.R.M. of the Court.

This mission is accomplished by utilizing evidenced based assessment tools to measure the risk and needs of youth; conducting thorough Preliminary Inquiries; collaborating with youth, families, schools, and other providers, and making recommendations to the Juvenile Court that balances the risk and needs of the youth with the safety and needs of the community.



## FUNDING SOURCES & FINANCIAL REPORT

(Amounts are rounded up to the nearest whole dollar)

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**County General Fund:** All Salaries and benefits for Probation Department Employees come from the County General Fund. Probation Officer salaries are consistent with the *minimum* salary schedule prescribed by the Judicial Conference of Indiana as required. In addition to salaries, the general fund also pays longevity, an on-call stipend (\$150/week), and a (\$250/quarter) stipend for the two Probation Officers who can communicate with the Spanish speaking population. To help offset pay increases required by the salary scale, statute requires that Administrative Probation Fees be collected from those under supervision and transferred to the general fund annually. The transfer is generally completed in January and represents funds collected the prior year. The general fund also provides an annual amount to the department for the purchase of supplies.

2025 Salary and Pay Appropriated: \$ 1,032,232	Salary Expended: \$ 993,225
2025 Supplies appropriated: \$ 2,700	Supply fund used: \$ 2,700
2025 Administrative Fee Collected: \$ 6,163	Trans to General Fund: \$ 5,924

**Supplemental Probation User Fee Fund:** Initial and monthly user fees assessed against clients as well as fees for electronic monitoring, are collected and deposited into the Supplemental Probation User Fee fund. These fees are used to support the work of the Probation Department by statute. It is important to note that while we received \$3,645 more than what was expended, increasing our overall balance, this does include grant funds received to offset the cost of electronic monitoring fees for youth.

<u>2025 Beginning Balance</u>	<u>Receipts</u>	<u>Claims Paid</u>	<u>Ending Balance</u>
\$76,260	\$26,342	\$22,697	\$79,905

**Drug Screen Fee Fund:** Funds received for drug screens are deposited into this fund and claims for the cost of testing are paid from this fund. In 2024, the Probation Department received a \$2,000 grant from the Madison County Coalition Against Substance Abuse (MCCASA) to assist in paying for drug screens for all youth admitted to the Madison County Youth Center Secure Detention Unit. In 2025 we were awarded a \$3,000 grant from MCCASA.

<u>2025 Beginning Balance</u>	<u>Receipts</u>	<u>Claims Paid</u>	<u>Ending Balance</u>
\$ 2,164	\$5,426	\$3,563	\$4,027

**JDAI Grant Fund(s):** Since 2014 the Juvenile Probation Department has received Juvenile Detention Alternatives Initiative Grant Funding in varying amounts. Grants operate on a Fiscal Year from July 1 to June 30 and fund usage is specific to the core strategies of JDAI and must be approved by the Indiana Department of Correction, who administers the awards. Funds not used within the time allotted are returned.

	<u>Amount Awarded</u>	<u>Amount Utilized</u>	<u>Amount Returned</u>
FY25 (7/1/24-6/30/25) :	\$70,000	\$63,889	\$6,110
FY25 Perf Grant (-6/30/25):	\$38,500	\$37,380	\$1,120
FY26 (7/1/25-6/30/26):	\$75,000	In Process	To be determined



### COLLECTIONS

2025 was a record year for assessment and collection of restitution. For other fees, while assessments were down over \$7,000 from 2024, collections were down only \$2,200. This could be due to efforts made to provide incentives for young people who were compliant by waiving a portion of their fees.

**Restitution:** Statute provides the Court can order restitution be paid by a youth if the Court finds the youth has the means and ability to pay. In 2025 more restitution was assessed and more restitution was collected than in the last several years.

	<u>Amount Ordered</u>	<u>Amount Collected</u>	<u>Amount Owing</u>
2023 Restitution	\$ 13,137	\$ 7,278	\$ 5,858
2024 Restitution	\$ 12,254	\$ 9,555	\$ 2,699
2025 Restitution	\$ 19,330	\$ 13,312	\$ 6,018

**Fees:** Youth and parents are assessed Probation User Fees based on the age of the youth. Other fees assessed include fees for Electronic Monitoring and drug screens. Youth are given several opportunities to have some fees waived as an incentive for compliance and good behavior.

	<u>Amount Assessed</u>	<u>Paid</u>	<u>Waived</u>	<u>Amount Owing</u>
Administrative Fee	\$ 8,350	\$ 6,839	\$ 855	\$ 655
Probation User Fee	\$27,495	\$19,088	\$ 6,731	\$ 1,674
Electronic Monitoring Fee	\$ 7,915	\$ 2,684	\$ 3,243	\$ 1,987
Drug Screen Fee	\$ 2,999	\$ 2,521	\$ 372	\$ 106
<b>2025 Totals:</b>	<b>\$46,759</b>	<b>\$ 31,133</b>	<b>\$11,201</b>	<b>\$ 4,423</b>

- 67 % of fees assessed have been collected compared to 62% in 2024
- 24% of fees assessed were waived, primarily through incentives, compared to 18% in 2024

## INITIATIVES & PROGRAM HIGHLIGHTS



As a JDAI site, strategies and programs that support the core values of JDAI are important and integral parts of our work. Over the last several years we have significantly improved our data collection and analyzation ability, which has helped us focus on what is needed to make improvements and where there should be focus for change. Below are some highlights of interventions and programs utilized.

**Probation Resource Officer (PRO) Program:** In 2024, with research and collaboration supported through the ICJI Diversion Planning Grant, we developed the Probation Resource Officer Program (PRO) to work closely with our school partners to support improvements in school attendance. Highland Middle School, where we found most of the truancy and behavioral referrals originated, became the focus of the program. When the school year began in the late summer of 2025, the Probation Resource Officer had an office where she spends 4 days a week. She meets regularly with school social workers and administrators to review cases of attendance, identify barriers and help the youth and parents work to make necessary changes. Additionally, Trust Based Relational Intervention strategies are used to build relationships with youth and encourage a shift in perspective towards education. While we cannot attribute the data below directly to this program, feedback has been positive and the numbers are noteworthy.

- Truancy referrals from Highland Middle School decreased by **13%** in 2025.
- Referrals for other delinquency allegations that occurred at Highland Middle School decreased by **20%**.
- Attendance for Highland Middle School attendance rate improved **3.3%** thus far in 2025.

\*Source: <https://indianagps.doe.in.gov/Summary/School/4688>

**Plainsong Music Therapy Collaboration:** For approximately two years, using JDAI Funds, youth in secure detention have received weekly “music therapy”. This evidence-based approach to emotional regulation has had positive feedback from the youth. In 2025 there were 76 one-hour group, general music therapy sessions for youth in secure detention and 14 one-hour songwriting focused sessions. Plainsong has worked with probation throughout 2025 to develop additional programming specific to youth referred by the department and court. In the latter half of the year a pilot was developed to offer 4 weeks of music therapy for youth, parents and siblings referred by probation with the hope of moving towards more diversionary efforts. Before the end of 2025, nine (9) one-hour family sessions were held. As this collaboration progresses, additional data will be gathered and reviewed.

**Parenting the Teen Brain:** This evidenced based program is offered three times a year to parents, guardians and other adults who care for, supervise or work with adolescents. Group is facilitated by Dr. Laura Stull of Anderson University who is assisted by her psychology students to help present and role play with participants. Thirty-seven (37) adults completed the program in 2025. Parents of youth involved with the department are encouraged to attend and if Court Costs have been assessed, those are waived as an incentive to them. In 2025, 17 of the 27 parents completing the program had court costs waived totaling \$2,907. This program is free for participants with funding coming from the JDAI Grant.

**Tablets for Youth in Secure Detention:** Using a JDAI Performance Grant, the Probation Department worked with Madison County Youth Center Administration to identify a company and purchase 20 tablets for youth in secure detention. The company *OrijIn* is the provider. ( <https://orijin.works/solutions/> ) Tablets were put into use in late

October, 2025 with the goal of improving youth communication with family, providing additional educational opportunities and reducing behavioral incidents in the secure detention unit.

**Strategies for Youth – Youth Resources App:** Again, using JDAI grant funds, the department spent several months of 2025 working with Strategies for Youth to prepare and obtain a Youth Resources Application. This phone app, designed for Law Enforcement, gives users easy access to local resources. Information on resources can be sent from an officer’s phone directly to a phone number or email to quickly provide a connection to the resources while also keeping the officer’s information private. The application was rolled out to local law enforcement agencies in November 2025.

**Probation Incentive Program:** Using tenants of Trust Based Relational Intervention, the Probation Department focuses on developing relationships. An inventory of hygiene items, school supplies, small food and drink items and fidgets are on site and youth may select an item at each appointment. Additionally, youth are given the opportunity for incentives by displaying wanted behavior and completing court requirements. The 2024 Annual Report can be referenced for specific details. Youth who successfully completed electronic monitoring qualified for an incentive of a reduced financial burden. The JDAI Grant will pay the daily cost for those who are successful.

- Total Probation Fees Reduced due to earned incentives in 2025: \$745
- Total Gift Cards given due to earned incentives in 2025: \$240
- Total Electronic Monitoring Fees paid by grant: \$2878

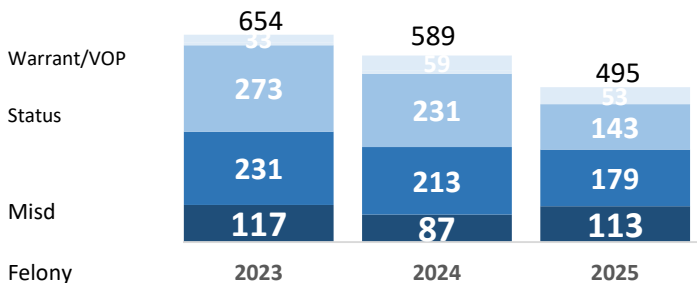
**Diversion Program Development:** Indiana Code added the Juvenile Diversion Statute in 2024. The Probation Department worked with the Prosecutor’s Office in 2025 to develop an agreed upon policy for Juvenile Diversion. The goal is to increase efficiency and use local resources, including Plainsong Music Therapy, to address what are often family disputes and other minor offenses without involving the Court. Status Offenses made up 29% of referrals received in 2025 while 36% of referrals received were for misdemeanor offenses. Program finalization occurred in November, and the first diversion cases were entered in December.



**WORKLOAD MEASURES & DATA**

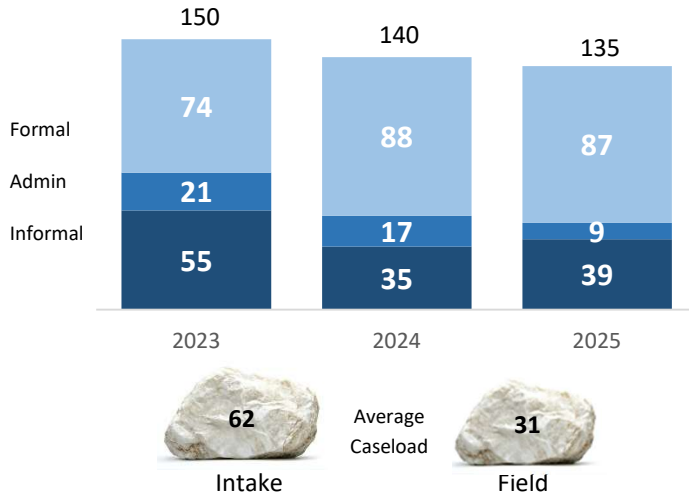
The Probation Department is charged with responsibilities including but not limited to processing arrest referrals; conducting Preliminary Inquiries, Pre-Dispositional Interviews and reports; completing risk and needs assessments; formulating recommendations; scheduling hearings; filing violations; making detention decisions; supervising youth on formal and informal probation; referring youth to services; and the myriads of contact standards associated with supervision. Most of these responsibilities are prescribed in statute and/or probation standards. Probation Officers also attend case conferences, child and family team meetings, dual status meetings, treatment team meetings at residential facilities and periodically check on youth in their homes, schools, and places of employment. The following is a snapshot of the data that contributes to the work of the department. (not an exhaustive list)

**Incident Referrals Received**



- Arrest referrals received decreased by 16% from 2024.
- Felony referrals **increased** by 30% from 2024
- Felony/Violent Person referrals **increased** by 44%
- White youth made up 50% of referrals an increase from 43% the previous year

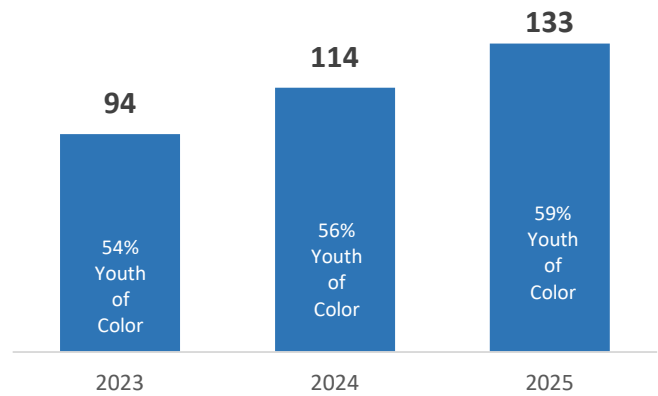
### Supervisions Added



- White youth made up 50% of the supervisions added, down from 56% the previous year.
- 67% of Supervisions completed in 2025 were successful. A **decrease of 7% from 2024**
- Average Length of Formal Supervision was 520 days, slightly higher than the 5 year average.
- 81% of white youth successfully completed supervision

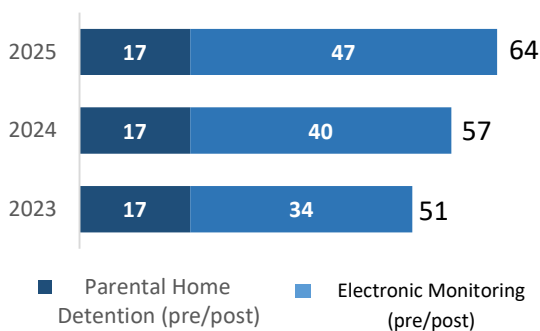
### Pre-Disposition Admissions to Secure

- Pre-disposition Admissions increased by 17% from 2024.
- 54% were arrests on new delinquency allegations (down from 64%)
- 46% were for technical reasons such as warrants, probation violations and ATD violations. (up from 36%)



\*Data does not include courtesy holds from other jurisdictions.

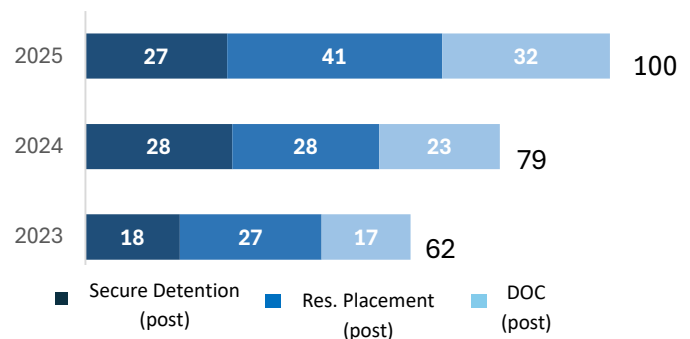
### In-Home Commitments



- In Home Commits increased by 12%
- 70% of In-Home Commits were youth of color; an increase of 9%

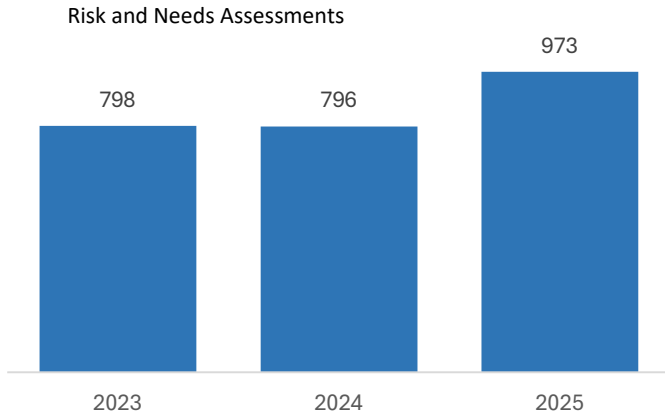


### Out of Home Commitments

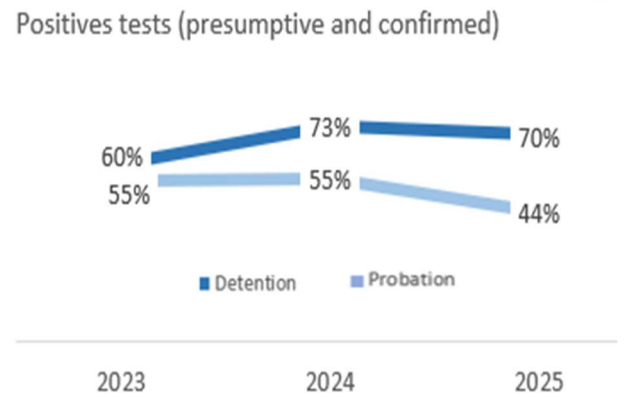
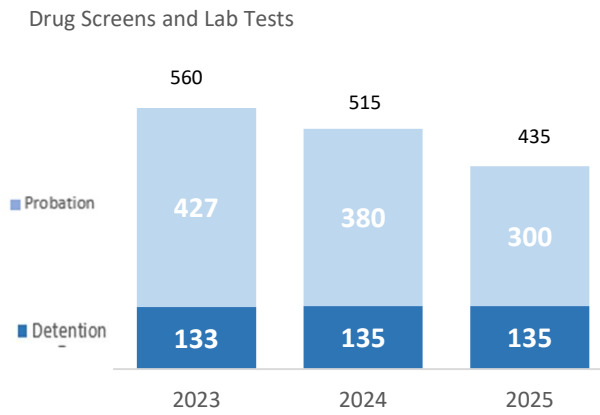


- Out of Home Commits increased by 18%
- 57% of Out of Home Commits were youth of color; an increase of 3%

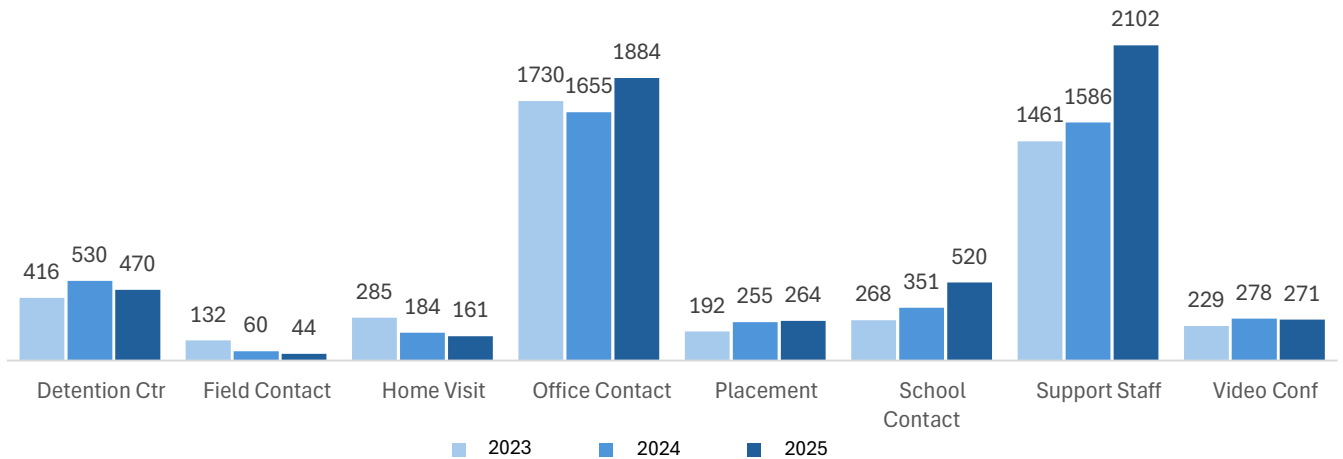
### Screening and Assessments



- 22% increase in tools completed from 2024
  - 87% increase since 2021
  - Includes all IYAS tools
  - Detention Screening
  - CSEC (commercially sexually exploited children)
  - CRAFFT (substance use screening tool)

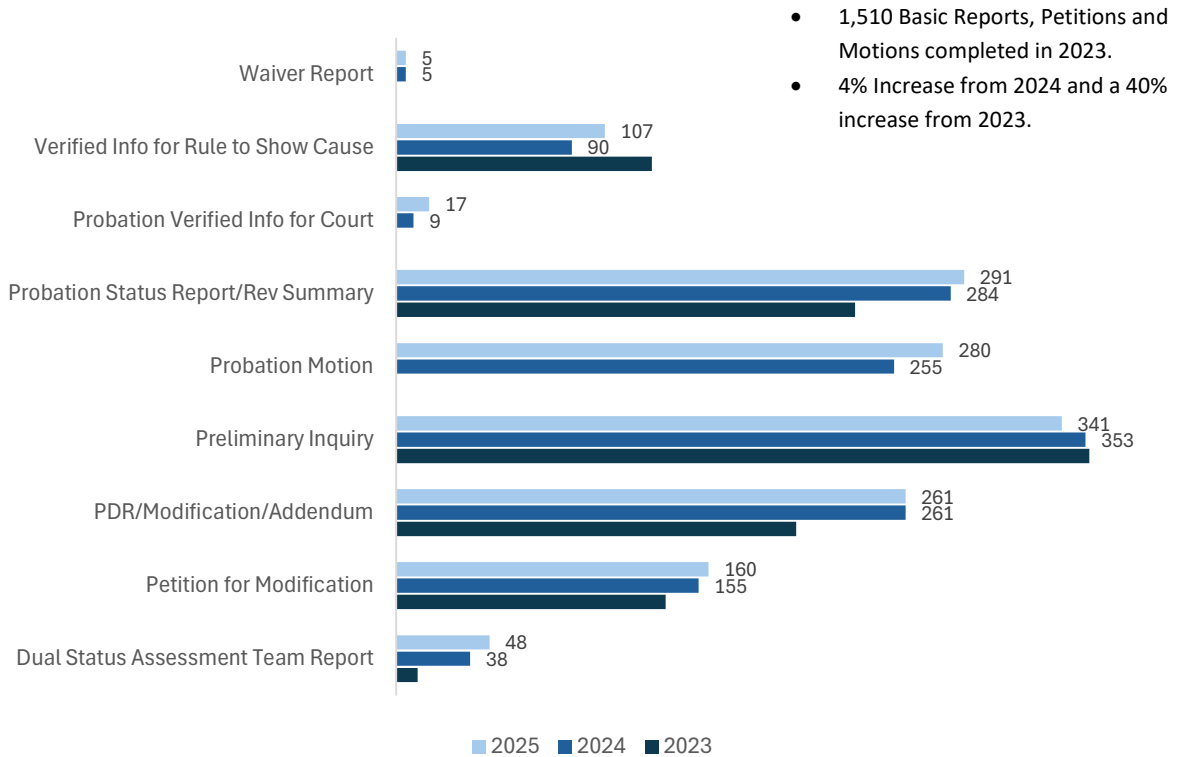


### Major Contacts Documented

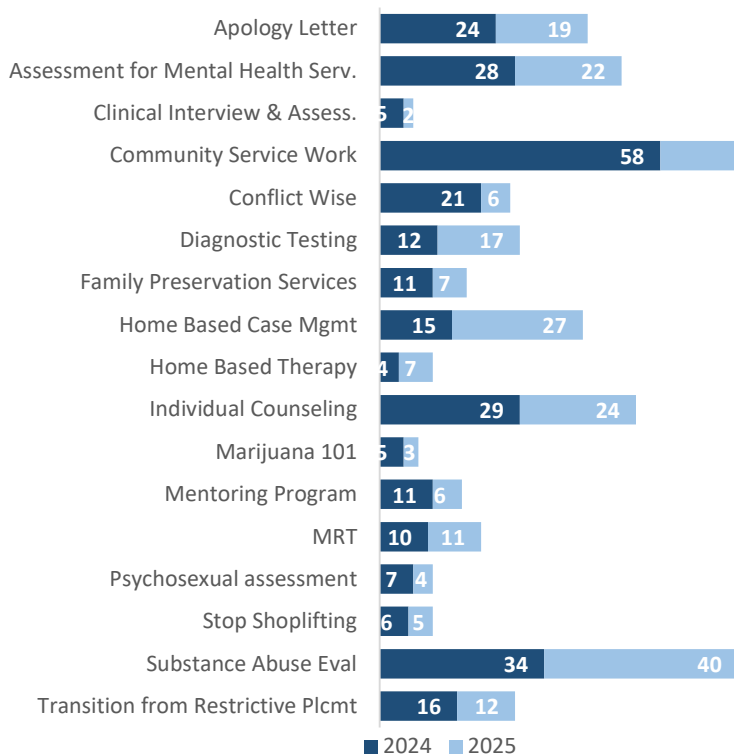


- Major Documented Contacts increased 16% from 2024 and 19% from 2023.
- Office Contacts increased 14% in 2025
- Support Staff Contacts increased 32% in 2025

### Basic Reports, Petitions and Motions



### Requirements Ordered/Referred



#### Increases in requirement referrals:

- 80% - Home Based Case Management
- 75% - Home Based Therapy
- 42% - Diagnostic Testing
- 18% - Substance Abuse Evaluation



### Departmental Assessment of Needs

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Indiana Probation Standard 1.6 requires an annual assessment of needs for the department. The standard states, “This assessment affords the opportunity to address the requirements of staffing, equipment, and operating costs. Used in conjunction with the workload measures formula it serves as an aid for funding requests.” The Juvenile Probation Department has been fortunate to have JDAI Grant funding available to help improve our data capacity and allow us to explore alternative programs and services to address the needs of the youth without requesting funding through the general fund.

**Need 1- Security and Accessibility:** In continuing to review our data and the needs of the youth and families that we oversee, we continue to find that we are not equipped to ensure the safety and security of the probation officers, staff and visitors to our department. In 2021 a Courthouse Security Assessment was completed by the Indiana Supreme Court Sheriff, Joe Dowdell, and provided to Judge Koester and county officials. Per the document, “The assessment centers on the personal protection and well-being of the judiciary support personnel, and the general public who enter and use the facility.” To date, none of the recommendations made have been implemented or discussed with the Chief Probation Officer. As our data shows, referrals for youth with allegations of felony offenses have increased, and specifically, referrals for youth with violent person/felony offenses increased **44%** in 2025 from the prior year. In 2022 youth with weapons offenses peaked and has only slightly decreased since that time. Youth having weapons continues to be a priority area for the juvenile court. Several staff members have expressed concern about their safety and that of the community visiting the Probation Department. It would also be noted that because of funding shortfalls, the public lobby of the Madison County Youth Center, which is the entrance to the Probation Department, is not consistently open, limiting accessibility to the department. When closed, visitors must enter through the secure detention entrance, located through the employee parking area, and wait in a locked lobby to be escorted to the Probation Offices.

**Need 2- One additional Probation Officer:** Although overall referrals to the department have decreased slightly, the types of referrals are more serious in nature. As the data provided shows, several areas of work have increased: Arrest referrals for violent/person offenses; assessments, reports and contacts; and service referrals for mental health services are just some of the increases. These also reflect the increased needs of the young people in our charge. An assessment of the workload of the department for 2025 was completed. Comparing the number of hours available per month and the amount of work completed doing the *minimal* tasks required, showed a surplus of 6.5 hours *per month maximum* per Probation Officer remaining. To put this into perspective, this equates to 19 minutes per day, maximum time remaining. This analysis is based on minimum time standards and activities and does not account for every task required or completed. It is imperative to note that the nature of Probation Work includes frequent crisis and unplanned appointments, phone calls and interventions and 19 minutes per day of “extra” time is extraordinarily insufficient. In 2025 Probation Officers earned 207 hours of comp time due to not being able to complete their work within the time available and because of these “crisis” situations. Efforts to shift some administrative work to support staff have been helpful over the

last 2-3 years; however, those tasks have increased 130% in the same time frame. For Probation Officers to effect meaningful change more time is necessary to complete the tasks required by statute and probation standards, and to spend individually with each youth. Current caseload levels do not allow this.

In closing, I am grateful for the opportunity to serve as the Chief Probation Officer under the Honorable Stephen J. Koester. We have a dedicated team of professionals who truly care for the youth of our county and who strive to make a difference. We will continue to do our best to meet the needs of the youth, their families and the community and look for creative strategies to overcome the challenges of this field.

Respectfully,



Traci Lane  
Chief Probation Officer  
Madison County Juvenile Probation



**“Break not the will of the young, but guide it to right ends”**

-John Lancaster Spalding