

ADVISORY BOARD MEETING MINUTES

County: Shelby

Date: February 18, 2025 **Time:** 4:00pm

Location: Court Services – Probation Conference Room

Members Present:

Alison Everhart, John DePrez, Norm Gahimer, James Garrett, Jr., Leigh Langkabel, David Lawson, Scarlett Tinsley-Price, Bill Dwenger, Nicole Alvis and Judge David Riggins

Members Absent:

Judge Kent Apsley, Andrew Eads, Sarah Dudley, Louis Koch, Brad Landwerlen, Judge Trent Meltzer, Chris Hoke, Brad Rund and Xanadu White

Non-Members Present:

None

Call to Order

The Advisory Board was called to order by: John DePrez

Time: 4:03pm

Roll Call/ Determination of a Quorum

Quorum (6) present

Meeting Minutes Approval

Scarlett Tinsley-Price approved. James Garrett seconded.

Quarterly Reports

(This should include data submitted to IDOC for each entity)

Participants: 255 (includes pre-trial and transfers) October 1, 2024 – December 31, 2024

Participant Statistics

(This should include the number of participants actively on each level of supervision within each entity)

As of 02/25/25:

Home Detention: 96

Pre-trial Electronic Monitoring: 12

BACtrack: 7

Community Transition Program: 1

Community Service: 13

Juvenile: 0

ADVISORY BOARD MEETING MINUTES

Financials

Balance of IDOC Grant Fund: -\$29,634.74 (12/31/24 YTD Budget Balance)

(This should include the balance of the account as well as the status of the annual budget)

Balance of Project Income: \$48,489.66 (PI Balance to Date 12/31/24)

(This should include the balance of the account as well as the status of the annual budget)

Collected Project Income: \$294,700.32 (PI Collected YTD 12/31/24)

Balance of CTP Fund: \$12,006.00 (CTP Balance to Date 12/31/24)

Balance of Other Funding Sources: None

Financial Concerns: N/A

Performance Measures

(This should include a summary of progress with the 5 goals submitted to IDOC for each entity)

Probation's CY2025 performance measures have not been submitted yet.

Audits

(This should include any audits completed on each entity and the results)

Employee evaluations were completed in December 2024 on all Court Service employees.
First quarter audits will begin in March 2025.

Staff Trainings Completed

- Motivational Interviewing
- Case Management Booster
- Carey Guides and BITS Training
- IRAS recertification
- Addiction: Enhancing Motivation
- IYI Kids Count Conference
- Order in the Court (DOC Training)

Votes/ Approvals

- Pre-trial Supervision Fee Change: James Garrett approved. Judge Riggins seconded.
- Juvenile Grant Application: James Garrett approved. David Lawson seconded.
- Juvenile Grant Transfer Amendment: Judge Riggins approved. James Garrett seconded.

Needs of the Entities

None

Upcoming Events

ADVISORY BOARD MEETING MINUTES

First quarter audits
IACCAC Spring Conference
2025 Justice Services Conference

Old Business

Formally approved two electronic votes – Pre-Trial Supervision Fee Change and Juvenile Grant Application.

New Business

Director's Update:

- Supervision numbers were average the last quarter of 2024, ending October with 91; November with 83; and December with 81 – our average is 84.
- Our local health department provided Court Services with an AED for our field vehicles and provided four Stop the Bleed kits and CPR valves and masks for our offices and field vehicles, all to support our emergency preparedness efforts.
- Court Services is in the process of updating our Adult Day Reporting Program and CTP programs.
- DOC grant applications are being accepted for 2026 and Court Services in preparing their application.

Juvenile Grant Transfer Amendment Request Form was presented in order to shift our focus towards juvenile prevention programming and to use PI/User Fee funds to make purchases for food, office supplies, cleaning supplies, miscellaneous supplies, miscellaneous services, and office equipment instead of paying through our grant. We will use grant funds to support prevention and assistance services such as after-school programming, prosocial extracurricular activities, or educational opportunities.

General Discussion and Announcements

None

Adjournment

A motion to adjourn was made by: John DePrez

Time: 4:13pm

Next Advisory Board Meeting

Date: April 15, 2025 **Time:** 4:00pm

Location: Court Services – Probation Conference Room

Other Comments:

None

Minutes Approval

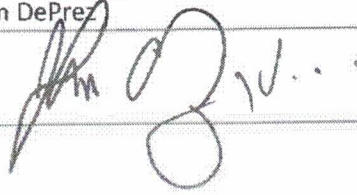
Date of Approval: 02/27/25

ADVISORY BOARD MEETING MINUTES

Advisory Board Chair or Designee:

John DePrez

Signature:

A handwritten signature in black ink, appearing to read "John DePrez", is written over the signature line and extends into the adjacent cell.