



Court Alcohol and Drug Program Advisory Committee

Meeting Minutes
May 16, 2014

- I. Call to order
Judge Diekhoff called the meeting to order at 1:00 pm. Members present were Judge Diekhoff, Ms. Gharst, Judge Reed and Magistrate Straus. Members participating via conference call were Judge Coriden, Judge Feick, Judge Kramer and Ms. Radican. IJC staff present was Jamie Bergacs, Angie Hensley, Mary Kay Hudson, Chad Long, Diane Mains, Justin Miller, and Jen Weber.
- II. Approval of August 16, 2013 Meeting Minutes
Members reviewed and approved the August 16, 2013, meeting minutes as submitted.
- III. Certification Report
Jamie Bergacs reported that IJC conducted six court alcohol and drug program certification reviews since the last committee meeting. Certification reviews were conducted in Fulton County, Jasper County, Johnson County, Morgan County, Newton County and Warrick County.
- IV. Education Subcommittee Report
Angie Hensley reported that New Director Orientation and Assessment and Interviewing training were held in February 2014. The Annual Meeting was held on March 5-6, 2014. New Staff Orientation was held in April 2014. Substance Abuse Characteristics training, attended by 37 individuals, was held on May 13-15, 2014. The Criminal Justice training will be held on June 11, 2014, with six individuals currently registered for this event.
- V. Program Demographics Review
The 2013 Court Alcohol and Drug Program data required to be reported by Section 27(d) of the Rules was discussed at the Annual Meeting in March and several items of concern were noted, including:
 - Reported program referral data included a significant number of referrals in the “other” category. CAPDAC approved revising this section to provide more referral options to include the continuum of treatment care and cognitive-behavioral programs.
 - Reported client employment data indicated a significant variation in reporting among programs and confusion whether a client could or should be reported in more than one category. CADPAC approved revising this section to instruct

programs that each client should be reported in only one category based on established written priorities.

- Reported case disposition data did not include a category for deceased clients and indicated a need to establish criteria for reporting clients in the “closed interest” category. CADPAC approved these changes.
- General concerns about the lack of consistency in reporting data was discussed such as admissions versus those enrolled in the reporting period. CADPAC directed IJC staff to work with individual jurisdictions to address this problem without making any revisions to the reporting form at this time.
- CADPAC acknowledged the need for further revision to the data reporting requirements in order to incorporate the new criminal code changes and to add crimes that were inadvertently omitted from the reporting form.

VI. On-line Education Curriculum Requirements

Mary Kay Hudson reported that IJC has received the first request to approve an on-line education curriculum from one of the programs. This curriculum meets all current rule requirements except for the length of the course. CADPAC established a Task Force to review and revisit the current curriculum checklist to determine if changes are needed to the rules to allow the use of on-line education programs. The Task Force is to be comprised of the Education Subcommittee members, a Prime for Life Instructor and an educator. Consultation with the CLE Commission was recommended. The Task Force plans to meet on August 15, 2014 and will submit its recommendations to CADPAC.

VII. CSAMS Test Revision

Mary Kay Hudson reported that the CSAMS testing process is almost 10 years old and in need of updating to reflect current terminology, trends and training. CADPAC approved creating a small work group to review the test and make recommendations for revision. The work group will hold its first meeting in August. Technical corrections will be made during the review process. Individuals invited to join the work group are: Melissa Gharst, Lisa Brueggeman, Krista Radican, Susan Allen, Penny Rader, and a representative from Bartholomew County.

VIII. Adjourn

Judge Diekhoff adjourned the meeting at 2:20 pm.

2014 Meeting Dates:

August 15, 2014

November 14, 2014

All meetings are scheduled from 1:00 pm – 3:00 pm at IJC



Court Alcohol and Drug Program Advisory Committee

Meeting Minutes
August 15, 2014

- I. Judge Diekhoff called the meeting to order at 1:05 pm. Members present were Judge Diekhoff and Ms. Radican. Members participating via conference call were Barry Andrew, Judge Coriden, Judge Feick, Ms. Gharst, and Magistrate Straus. IJC staff present was Jamie Bergacs, Angie Hensley, Mary Kay Hudson, Chad Long, Diane Mains, and Tareq Nazamy.
- II. Members reviewed and approved the May 16, 2014, meeting minutes as submitted.
- III. Certification Report
Jamie Bergacs reported that IJC conducted four court alcohol and drug program certification reviews since the last committee meeting. Certification reviews were conducted in Henry County, Howard County, Kosciusko County, and Whitley County. Additionally, Dekalb County is working toward certification, and IJC conducted an initial site visit with this program.
- IV. Education Subcommittee Report
Mary Kay Hudson reported that the Judicial Center will be combining the Court Alcohol and Drug Program Annual Meeting and the Problem-Solving Court Workshop in 2015. The combined conference will likely be held in October. Education sessions will continue to be provided to target both a/d and problem-solving court needs and evidence-based practices.

Angie Hensley reported that Criminal Justice Training was held on June 11, 2014 and attended by seven people. New Director Orientation was held on August 12, 2014 and attended by directors from Allen, Scott and Vigo counties. Assessment and Interviewing Training will be held August 19-20, 2014. New Staff Orientation is scheduled to be held September 24-25, 2014, and Substance Abuse Characteristics Training will be held in November (on-line portion) and December (classroom portion).

The CSAMS test was administered in June and all 13 individuals passed the test. The test will be administered again in late August with 14 individuals currently registered for testing.

- V. Program Demographics Update
IJC staff updated the program demographics forms based on the discussion at the last CADPAC meeting. CADPAC approved the following:
- Revising the program referral data to the continuum of treatment care and cognitive-behavioral programs.
 - Revising the employment data to instruct programs that each client should be reported in only one category based on the activity that the client spends the most time on in a week.
 - Revising the case disposition data to include a category for deceased clients and criteria for reporting clients in the “closed interest” category.
 - The Committee discussed at length the extent of changes to the charge data. Diane Mains will email the options out to the committee members for review and approval.
- VI. On-line Education Curriculum Requirements
The Task Force met on August 15 to begin reviewing requirements for on-line education curricula. The focus will be on content rather than a specific hour requirement. The Subcommittee will report its progress on this project to CADPAC at its next meeting.
- VII. Other Business
Diane Mains reported that there will be no changes to CADPAC’s membership in the coming year.
- VIII. Judge Diekhoff adjourned the meeting at 1:35 pm.

Next Meeting Date: November 14, 2014 at 1:00 pm at IJC



Court Alcohol and Drug Program Advisory Committee

Meeting Minutes
November 14, 2014

I. Judge Coriden called the meeting to order at 1:03pm. Members participating via conference call were Mr. Andrew, Judge Coriden, Judge Feick, Ms. Gharst, Judge Rader, Ms. Radican, and Judge Reed. IJC staff present were Jamie Bergacs, Angie Hensley, Chad Long, Diane Mains, Justin Miller, Tareq Nazamy, and Jen Weber.

II. Members reviewed and approved the August 15, 2014, meeting minutes as submitted.

III. Certification Report

Jamie Bergacs reported that IJC conducted four court alcohol and drug program certification reviews since the last committee meeting. Certification reviews were conducted in Lake County (LADOS 1 & 2), Scott County, and Floyd County.

IV. Education Subcommittee Report

Chad Long reported that on-line curriculum training is still being reviewed, with two factors still being the main concern: the length of the course, and user authentication issues. He explained that it typically takes users only four (4) hours to complete the course, while our current rules require classroom course lengths to be a minimum of eight (8) hours. Mr. Long also explained that subcommittee members have concerns with the validation process various curriculums have to ensure the user of the program is the actual client ordered to take the program. Members concluded that additional examination of other curriculums will be helpful, as adopting these on-line curriculums may require a rule and curriculum checklist adjustment if these issues are to be addressed in a similar manner as IJC's current classroom courses.

Angie Hensley reported that the education checklists are currently being reviewed to see if any updates are necessary. The criminal justice training also was examined and will be included in probation officer orientation rather than being offered during a separate orientation to consolidate training opportunities – this will also permit the training to be offered twice a year, instead of only annually.

Ms. Hensley also reported that the CSAMS test will be offered monthly beginning in January, with the additional advantage of introducing on-line registration.

Lastly, Ms. Hensley reported that the Judicial Center will be combining the Court Alcohol and Drug Program Annual Meeting and the Problem-Solving Court Workshop in October 2015 at the Convention Center in Indianapolis. Education sessions are beginning to be discussed for the annual meeting/workshop, with topics including heroin and opiates, and the use and availability of Vivitrol.

V. Legislative Proposal

Jen Weber introduced a legislative amendment to IC 12-23-14-16, the court alcohol and drug program fee statute, to permit certified court programs to collect the a/d use fees (which can currently only be collected by the clerk). She explained that this statutory amendment would allow greater flexibility for court programs to collect their own fees, but would be voluntary, and would be in parity with the PSC fee statute. After some discussion generally favorable to the proposal, the amendment passed unanimously.

VI. Other Business

2015 meeting dates were agreed to remain quarterly. IJC staff will send proposed meeting dates to members.

VII. Judge Coriden adjourned the meeting at 1:27 pm.