

DAKOTA COUNTY COMMUNITY CORRECTIONS COMPREHENSIVE PLAN 2023-2027



COMMUNITY CORRECTIONS

OUR MISSION
TO TRANSFORM
LIVES,
PROMOTE
EQUITY AND
INCREASE
COMMUNITY
SAFETY.

OUR VISION
WE ARE A TEAM
COMMITTED
TO LISTENING,
LEARNING, MODELING
AND EMPOWERING
OTHERS TOWARD
SUCCESS.

- OUR VALUES**
- Professional, trauma informed and culturally aware staff as our greatest resource.
 - A diverse and inclusive environment, by realizing and taking personal ownership of our biases.
 - Listening to thoughts, feelings, and perspectives of individuals through partnerships and trust.
 - Understanding individuals and families, instilling hope and embracing change through evidenced-based practices.
 - Supporting physical, mental, emotional safety and well-being for all.
 - Being responsible with our resources.

OUR GOAL

Dakota County Community Corrections will foster a culture that positively impacts clients by using an equity lens to improve recruitment, hiring and retention, and works with partners to impact justice reform within the county and the state. Evidence-based practices will lead our actions and will be continuously improved to remove bias, cultivate inclusion and improve services for all.



DAKOTA COUNTY
COMMUNITY CORRECTIONS
2023-2027

Judicial Center
1560 Highway 55
Hastings, MN 55033
P: 651.438.8288
F: 651.438.8340

Western Service Center
14955 Galaxie Ave
Apple Valley, MN 55124
P: 952.891.7200
F: 952.891.7282

Juvenile Services Center
1600 Highway 55
Hastings, MN 55033
P: 651.438.8399
F: 651.438.4960

Northern Service Center
1 Mendota Rd W, Suite 510
West St Paul, MN 55118
P: 651.554.6060
F: 651.554.6070

dccc@co.dakota.mn.us

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INTRODUCTION

Dakota County is a Community Corrections Act (CCA) County, providing services to adult and juvenile clients under the authority of the First Judicial District.

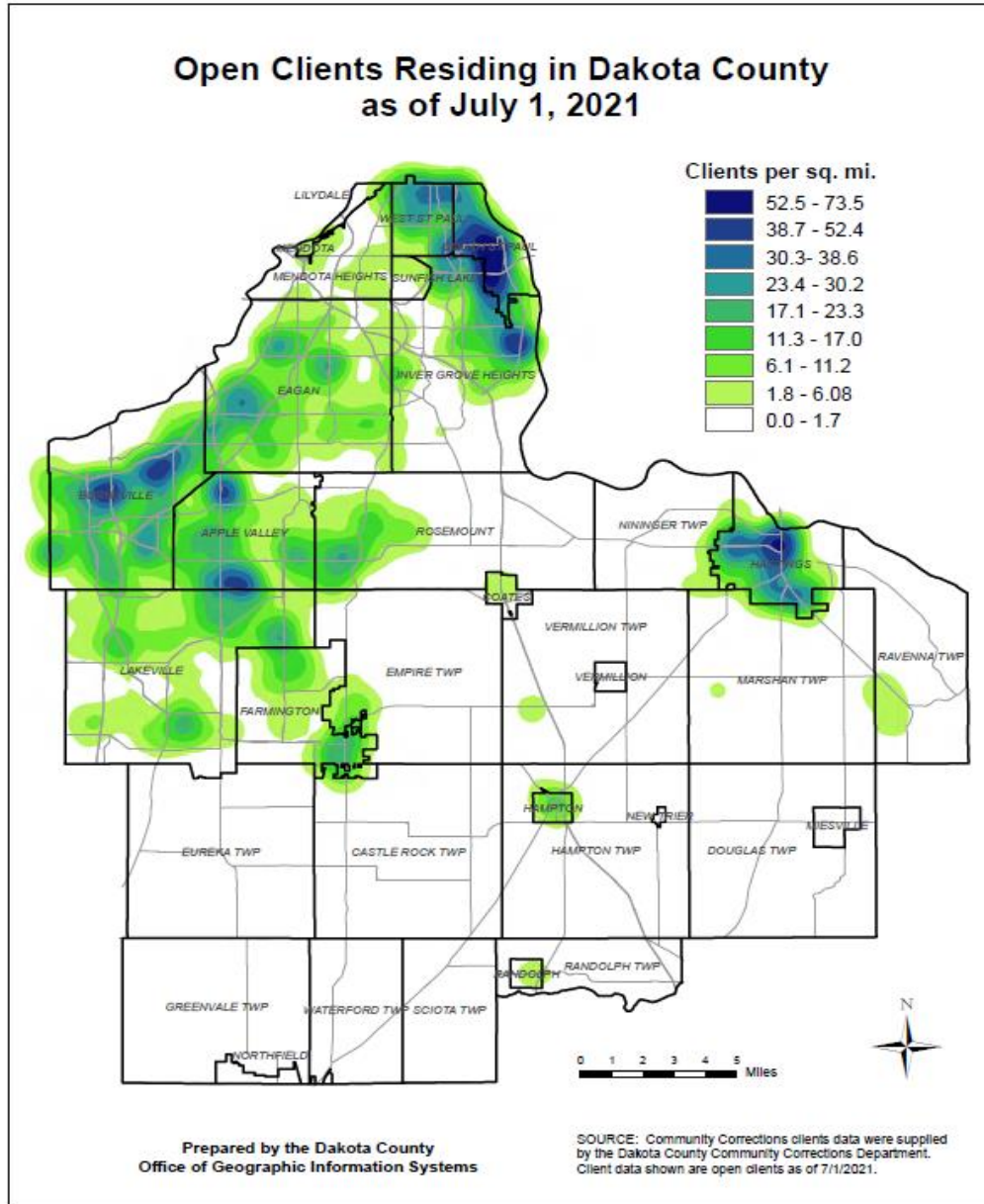
Dakota County Community Corrections (DCCC) is part of the Community Services Division and the Criminal Justice System in Dakota County. Safety and well-being are at the forefront of the work we do. DCCC is committed to working with clients and families to achieve stability and self-sufficiency and to thrive in the community. The Department uses research-based interventions and practice to facilitate change in clients and their families. The Department's goal is to support individuals and families in choosing productive, positive, and stable lives. This work helps prevent recidivism and assists with maintaining safe communities. Staff members work with clients to identify root causes to criminal behavior and determine how they can assist with change. Probation officers also work with clients to maintain or develop pro-social skills and competencies. Probation officers supervise clients in the communities where they live, work, and attend school. They engage the client's family and friends to create support systems and stability. Community Corrections collaborates with law enforcement, prosecutors, defense attorneys, the Courts, Community Services Departments, and community partners to ensure public safety and to meet the self-sufficiency needs of clients and families.



Director Suwana Kirkland

The population of Dakota County is changing rapidly seeing increased diversification and significant racial disparities. This creates a need for new, different, and improved service delivery methods with increased equity and inclusion. We will work to hire and retain a diverse workforce that mirrors not only the Dakota County community but the specific population we serve. We will continue to provide staff development and training specifically around bias and systemic racism. Community Corrections staff will seek input and feedback from community members and clients to inform our work and ensure equitable practices.

SIZE AND GEOGRAPHICAL LOCATION Dakota County is the third largest Minnesota county, with an estimated population of 444,985 in 2022 according to the Minnesota State Demographic Center. The three largest cities, Eagan, Burnsville, and Lakeville are located in the northern and western part of the county.



This density map is built on client addresses, as of July 1, 2021



RACE/ETHNICITY OF COUNTY POPULATION Dakota County is a predominantly white county, with white residents comprising 83.0% of all residents. However, diversity has increased as the proportion of county residents has increased over the last few years. From 2020 to 2022, the number of white residents decreased by 1.61% while the number of persons of color rose by 1.61%.

Dakota County Population Change, Race and Ethnicity					
Racial and Ethnic Diversity	2020	%	2022	%	Change (percentage points)
White	335,940	76.28%	331,059	74.67%	-1.61%
Black/African American	33,556	7.62%	37,548	8.47%	0.85%
American Indian/Alaska Native	1,541	0.35%	1,580	0.36%	0.01%
Asian	23,549	5.35%	24,835	5.60%	0.25%
Native Hawaiian/Other Pacific Islander	307	0.07%	301	0.07%	0.00%
Hispanic	33,737	7.66%	35,509	8.01%	0.35%
+2 Races	11,763	2.67%	12,509	2.82%	0.15%
<i>All Recorded Persons of Color</i>	<i>104,453</i>	<i>23.72%</i>	<i>112,282</i>	<i>25.33%</i>	<i>1.61%</i>
Total Population	440,393		443,341		

Source: U.S. Census

ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES – VISION AND MISSION



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WE ARE A TEAM COMMITTED TO LISTENING, LEARNING, MODELING AND EMPOWERING OTHERS TOWARD SUCCESS.

OUR VALUES

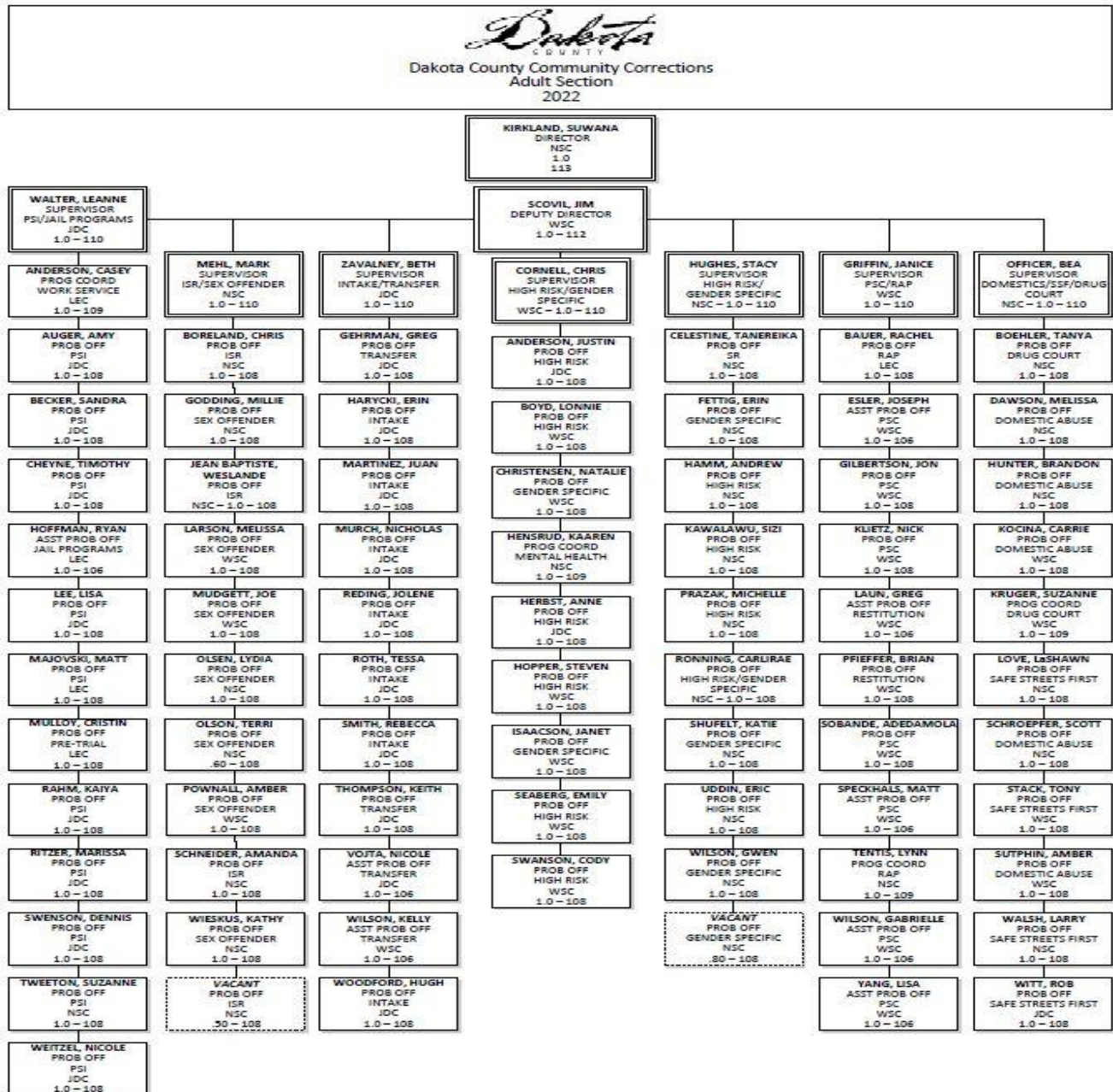
- Professional, trauma informed and culturally aware staff as our greatest resource.
- A diverse and inclusive environment, by realizing and taking personal ownership of our biases.
- Listening to thoughts, feelings, and perspectives of individuals through partnerships and trust.
- Understanding individuals and families, instilling hope and embracing change through evidenced-based practices.
- Supporting physical, mental, emotional safety and well-being for all.
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Dakota County Community Corrections will foster a culture that positively impacts clients by using an equity lens to improve recruitment, hiring and retention, and works with partners to impact justice reform within the county and the state. Evidence-based practices will lead our actions and will be continuously improved to remove bias, cultivate inclusion and improve services for all.

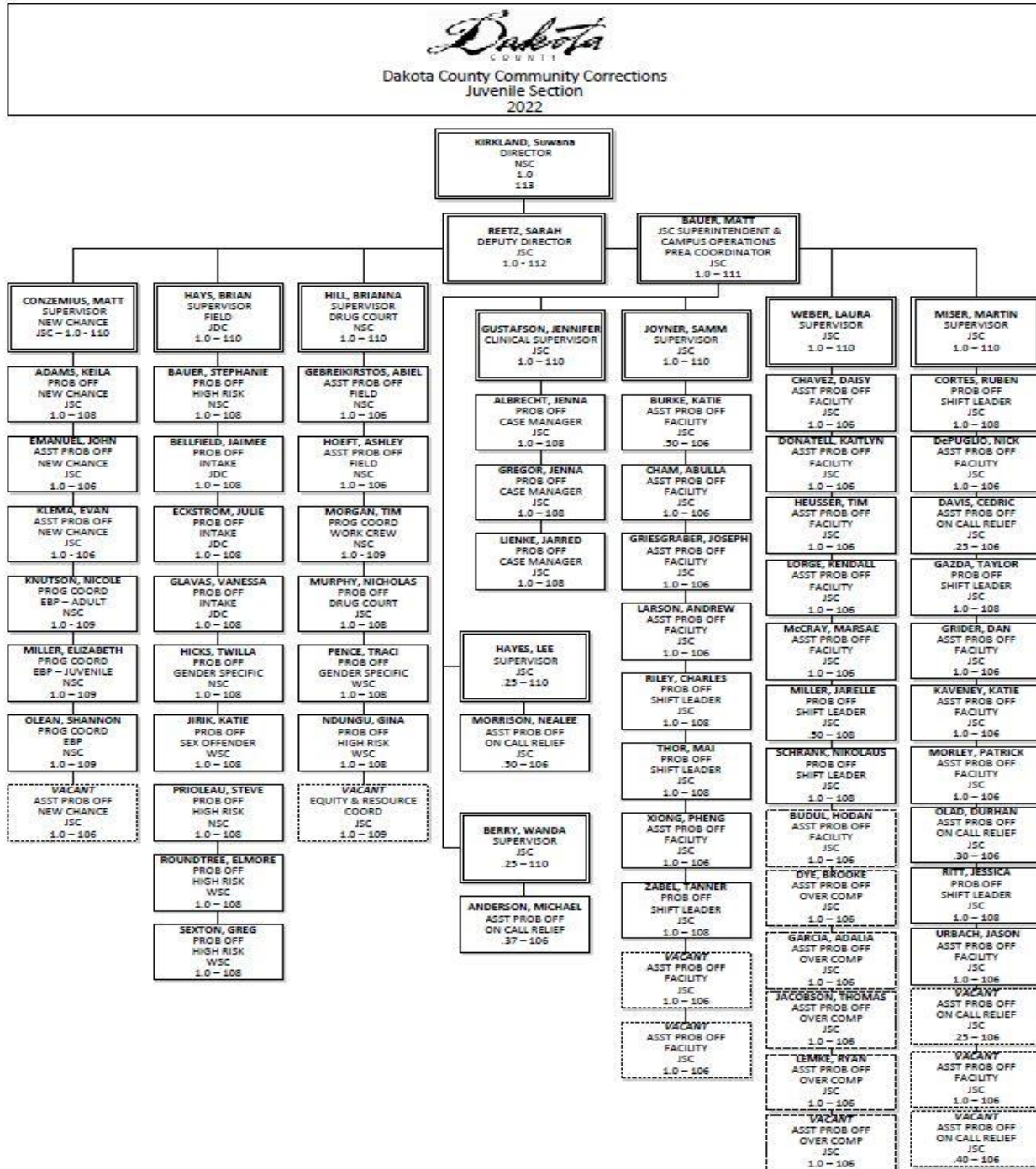
ORGANIZATIONAL CHART

ADULT DIVISION



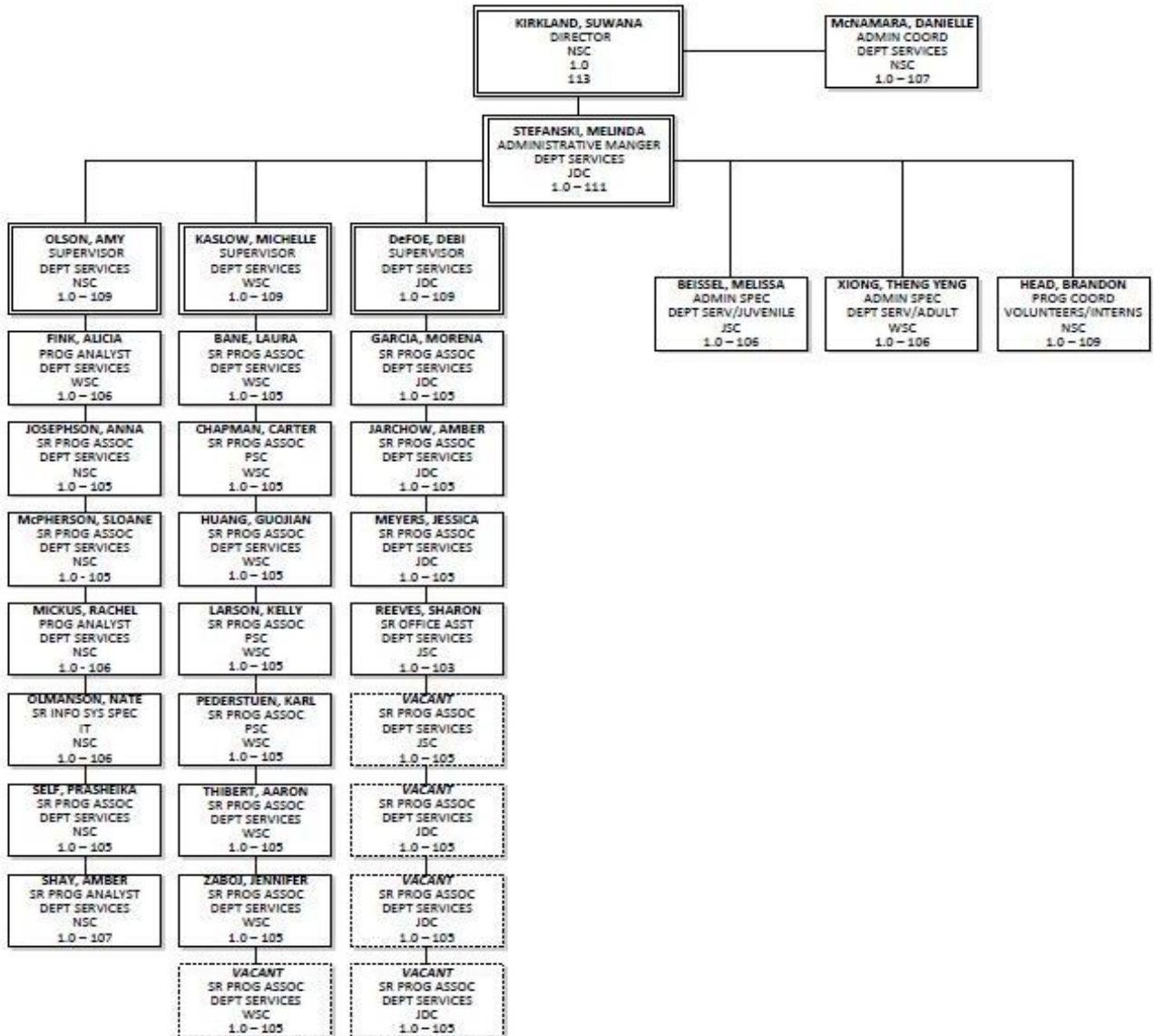
ORGANIZATIONAL CHART

JUVENILE DIVISION



ORGANIZATIONAL CHART

ADMINISTRATIVE SERVICES DIVISION



COMMUNITY CORRECTIONS ADVISORY BOARD In 2014, legislation was passed making Dakota County a “County Manager” model county. As a result of that legislation, the use of Advisory Boards by the county fell under the discretion of the County Board. As a County Manager model county, this structure meets requirements of Minnesota State Statute 401.08

Dakota County Board of Commissioners is the body charged by law with the management of the affairs of Dakota County. The County Board operates as a deliberative and legislative assembly, meeting to discuss and determine the direction and policies of the County within the confines of state and federal law. The Dakota County Board functions within the statutory framework of Minnesota law, including in Minnesota Statutes Chapters 370, 373, 375 and 383D.

Board business is conducted using a Committee of the Whole structure by which all commissioners sit on the committees and each committees’ responsibilities are clearly defined and differentiated from the others.

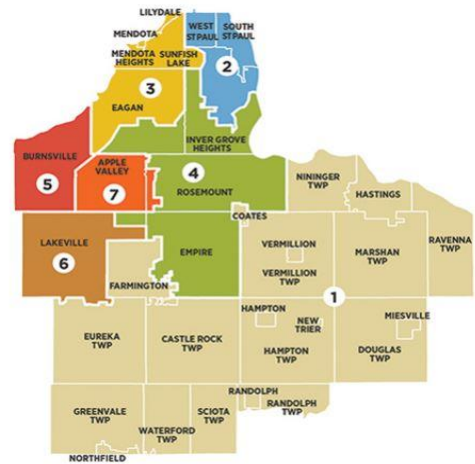
The three Committees of the Whole are:

- *General Government and Policy Committee* addresses capital planning, county facilities, employees, finance, risk management, and libraries.
- *Community Services Committee* is responsible for the range of human services related functions, including corrections, employment, income maintenance, public health, social services, extension services, and veteran services.
- *Physical Development Committee* discusses matters of development, regulation, preservation, and management of land, parks, roads, and water resources.

The actions of these committees constitute recommendations to the County Board, and Board actions on these recommendations, whether by resolution or ordinance, make up the official Dakota County policy.

The Board is comprised of seven commissioners, representing seven geographic districts in the County. At the first meeting of the year, the Board elects a chair and vice chair; the chair is the presiding officer, and the vice chair presides in the chair’s absence. In addition to their service on the Committees of the Whole, Board members participate on other County and regional groups, such as the Metropolitan 911 Board, the Solid Waste Management Coordinating Board, the Metropolitan Library Service Agency, and the Dakota County Workforce Investment Board.

A Community Conversations group is being formed to bring Community voice into the work we do.



District representatives

- District 1 - Mike Slavik
- District 2 - Joe Atkins
- District 3 - Laurie Halverson
- District 4 - William Droste
- District 5 - Liz Workman
- District 6 - Mary Liz Holberg
- District 7 - Mary Hamann-Roland



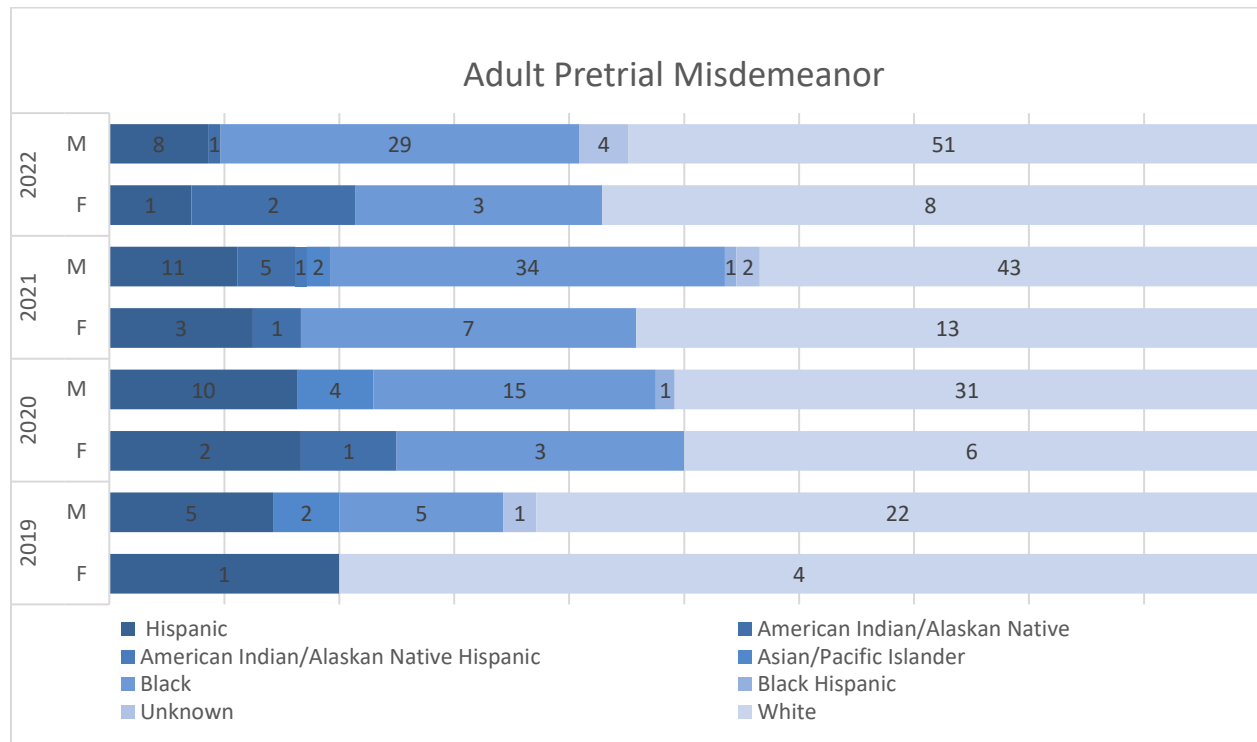
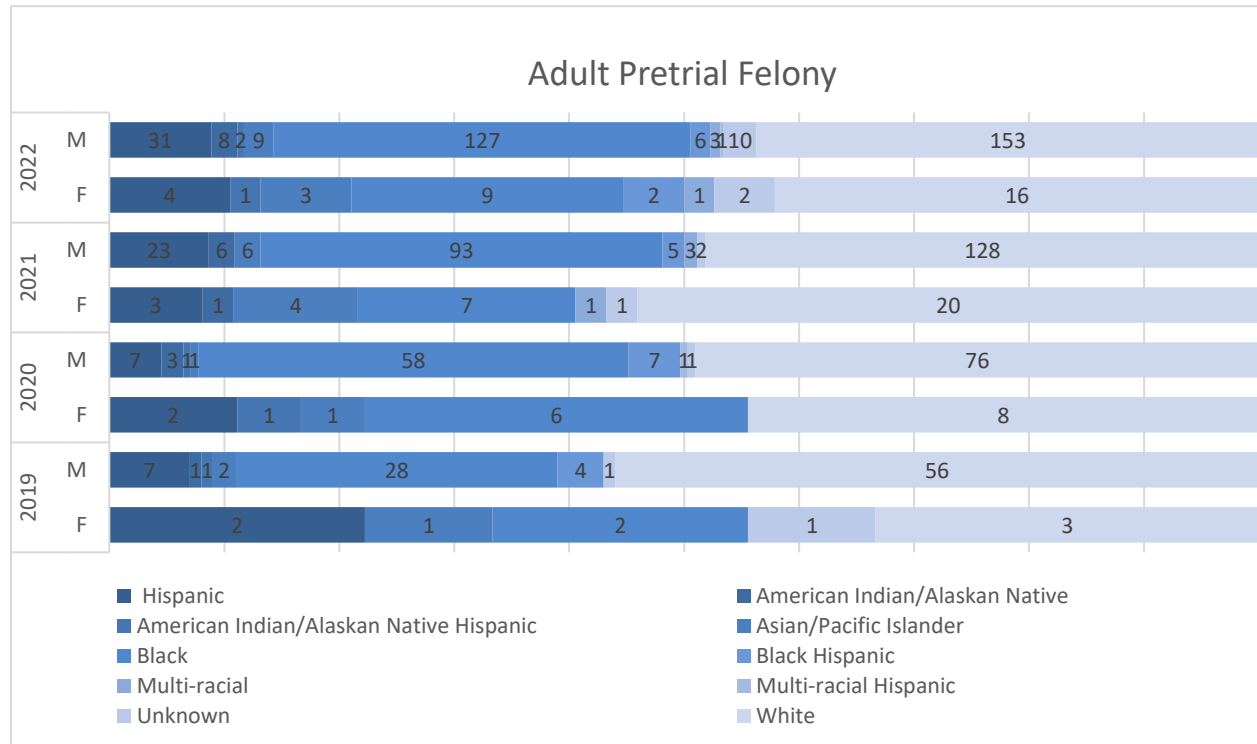
AGENCY TRAINING REQUIREMENTS Annually, department-wide trainings are prioritized based on Department needs, program initiatives, and individual staff development goals. Training topics include Evidence Based Practices (EBP), trauma, staff safety in the office and the community, inclusion, diversity, equity, and access (IDEA), mental health issues, and technical trainings. Each Dakota County staff member is required to complete a minimum of seven hours of training per year comprised of three hours mandatory trainings, two hours of IDEA training, and two hours of other staff development. Community Corrections staff exceed the countywide requirements.

Staff Development	2019	2020	2021	2022
# of trainings	132	538	497	368
# of staff training hours	3,536	4,600	6,189	7,113

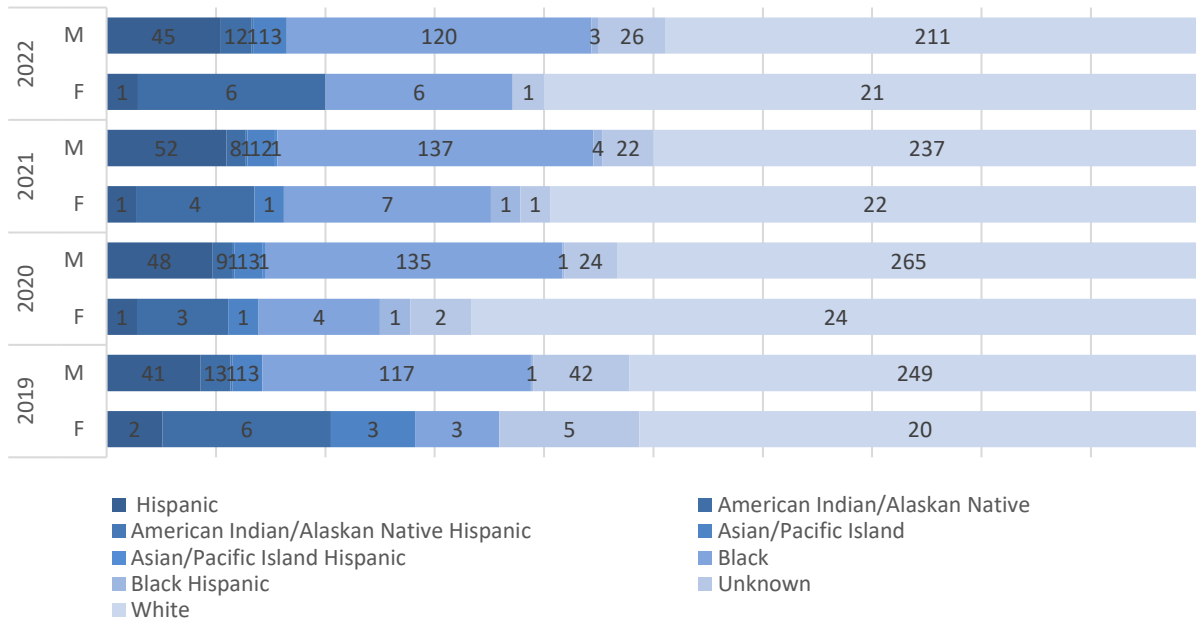
VOLUNTEERS AND INTERNS These service hours allow Corrections to extend and enhance services and provides valuable work experience.

Volunteers/Interns	2019	2020	2021	2022
# of interns	18	7	3	3
# of intern hours	3,763	766	446	403
# of volunteers	60	195	3	55
# of volunteer hours	1,450	684	35	624

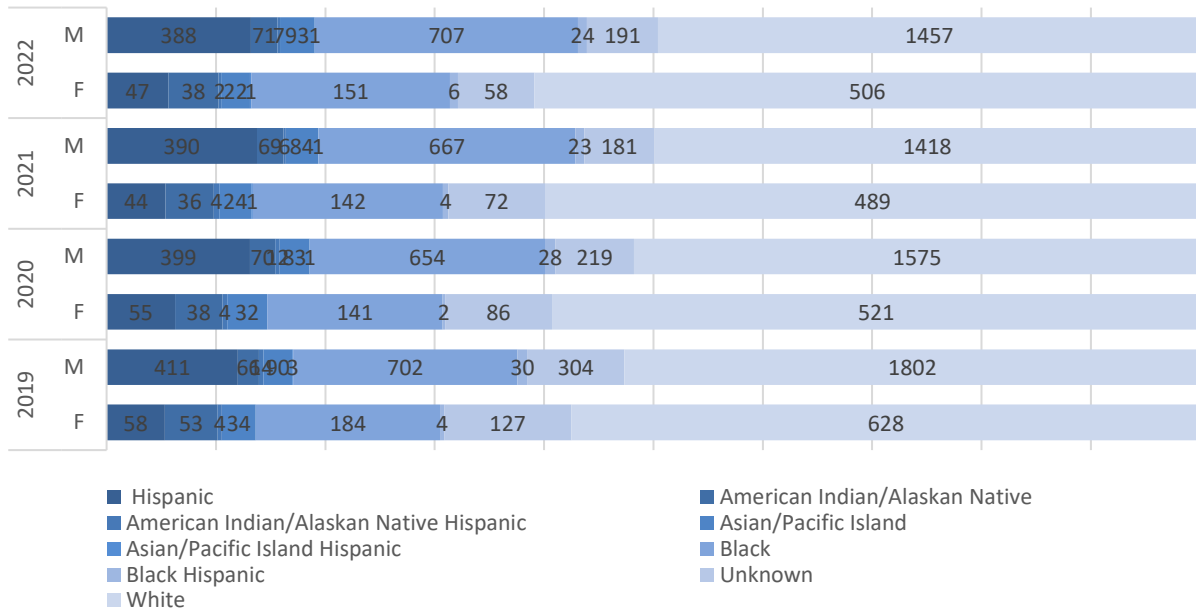
OVERVIEW OF SUPERVISION POPULATION



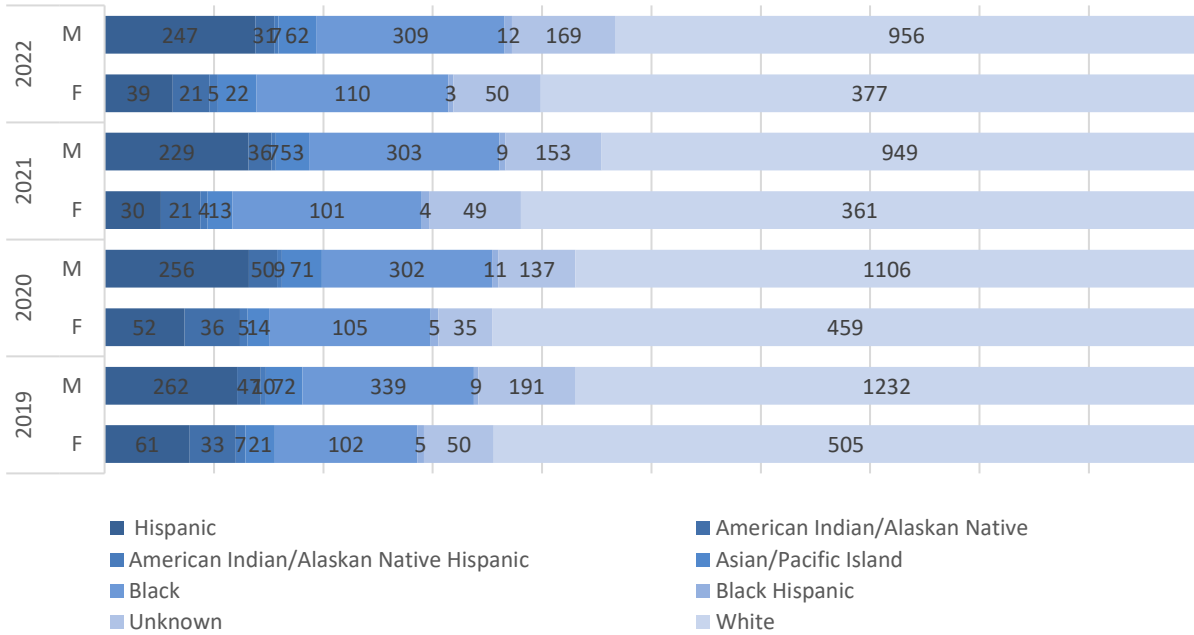
Adult Supervised Release Felony



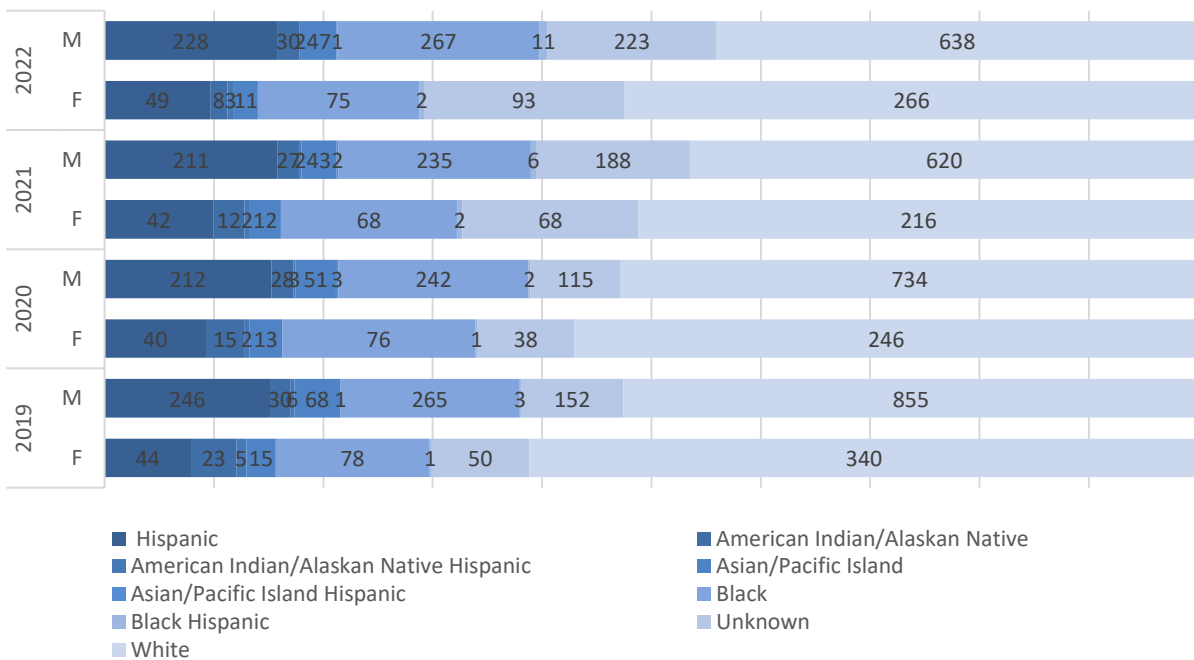
Adult Probation Felony



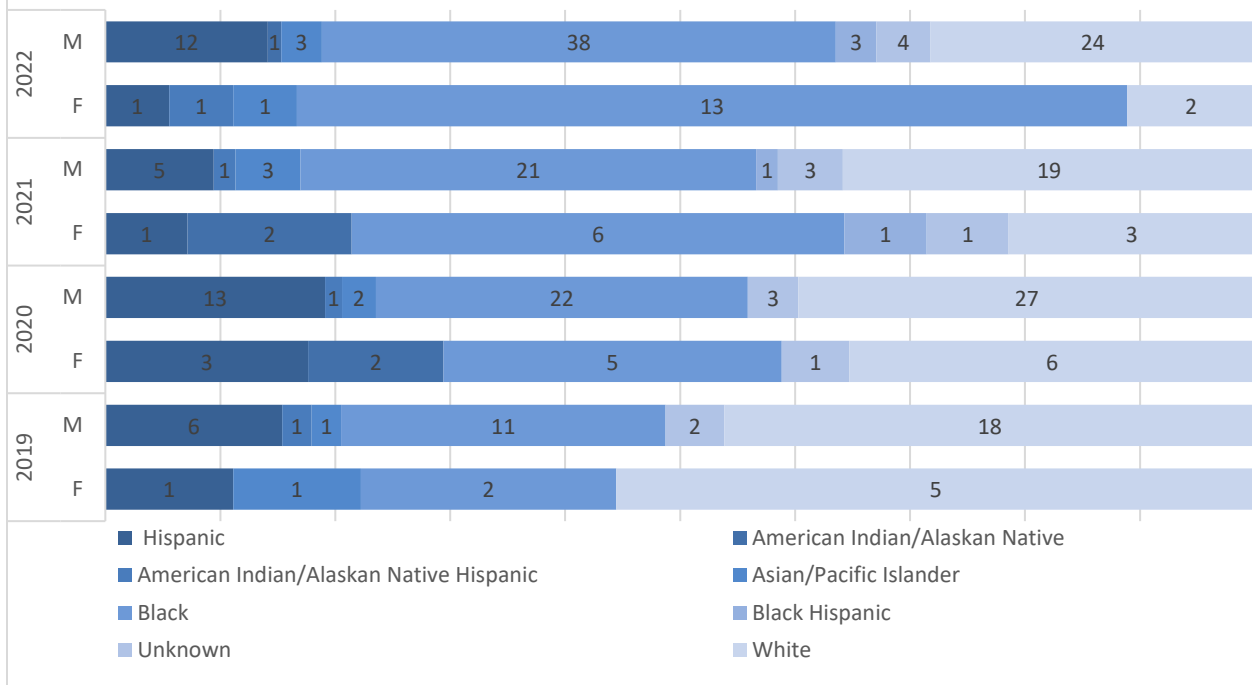
Adult Probation Gross Misdemeanor



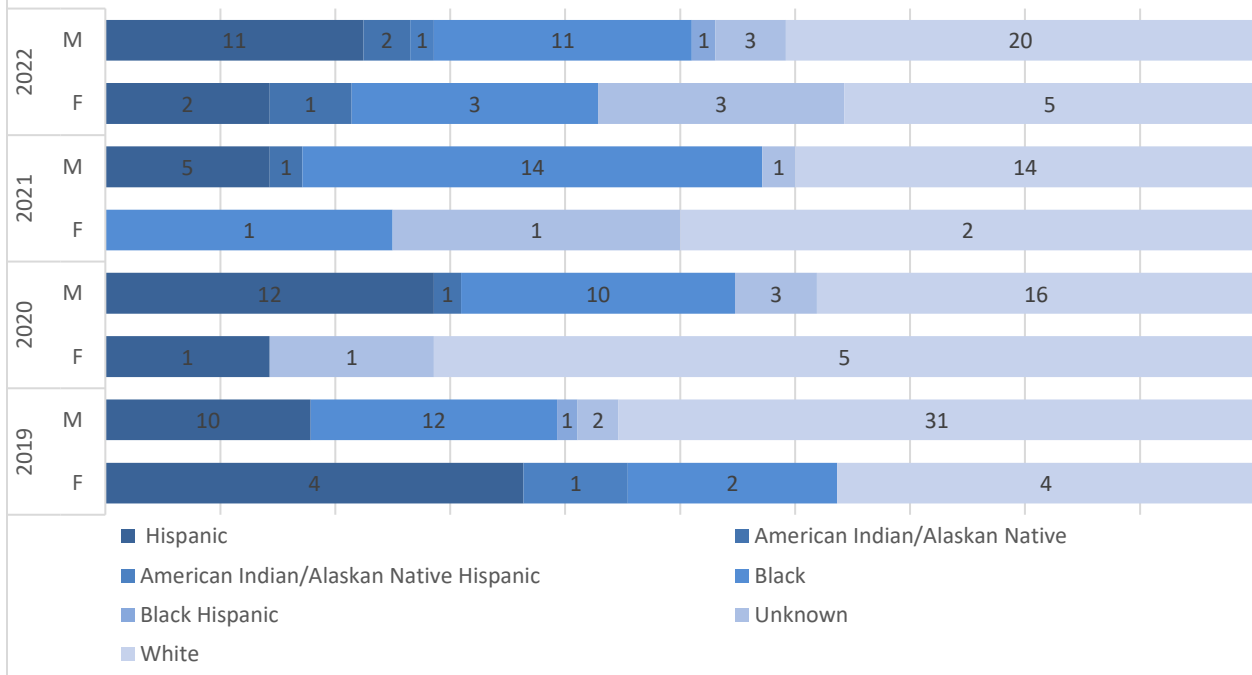
Adult Probation Misdemeanor



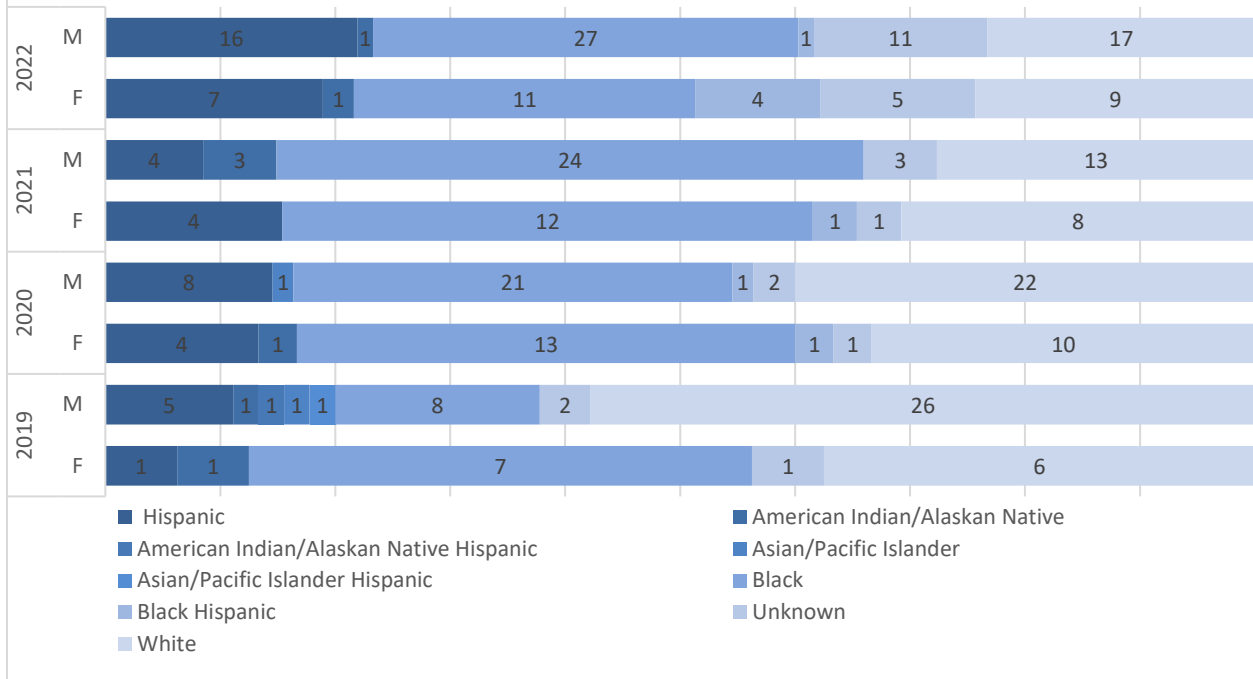
Juvenile Pretrial Felony



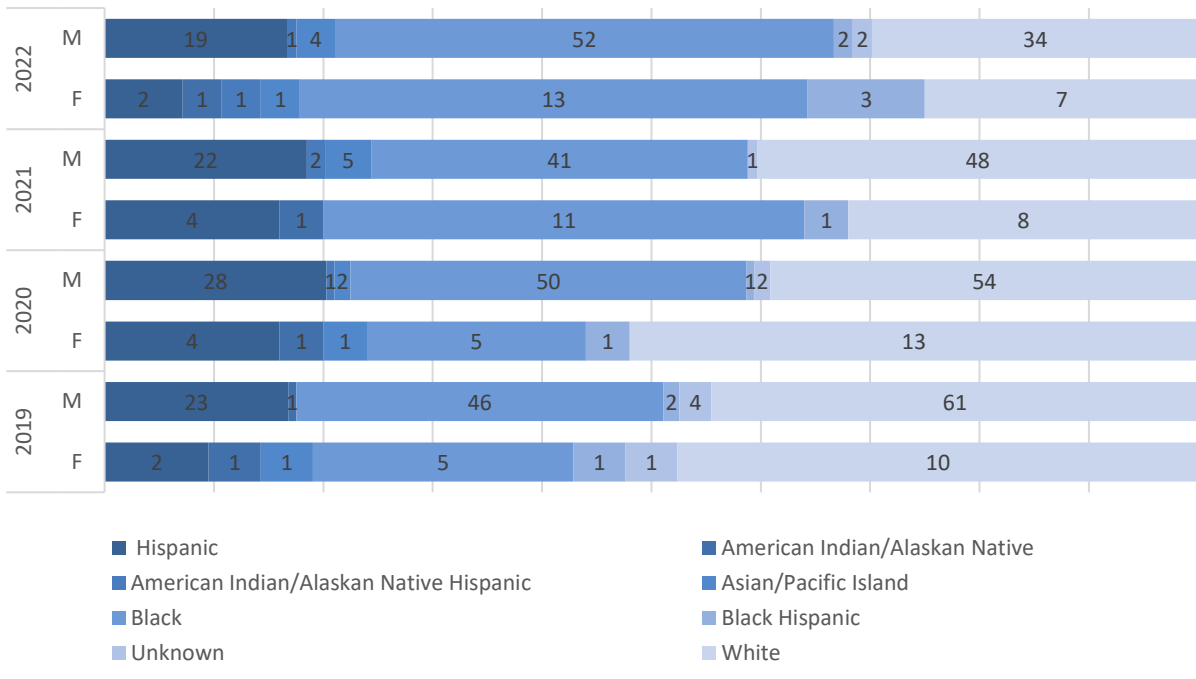
Juvenile Pretrial Gross Misdemeanor



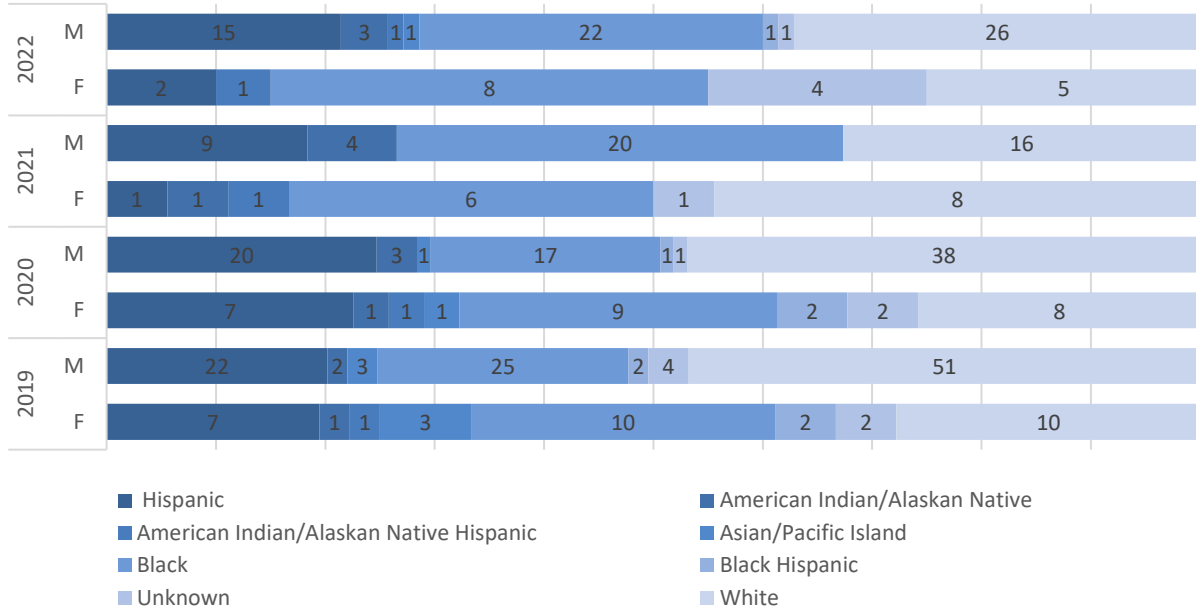
Juvenile Pretrial Misdemeanor



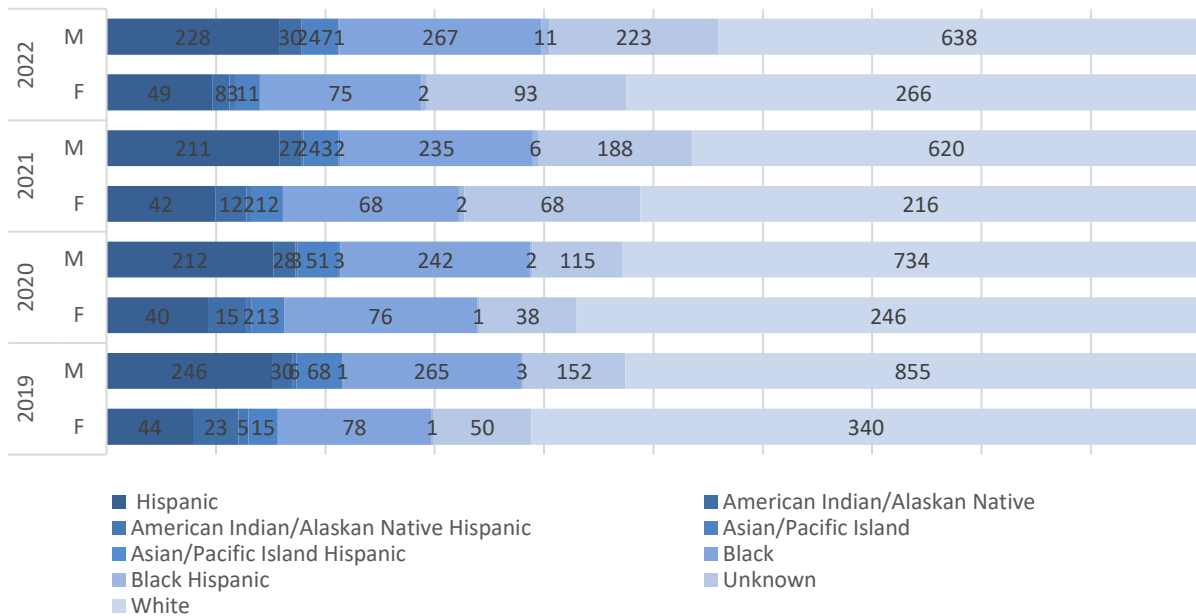
Juvenile Probation Felony



Juvenile Probation Gross Misdemeanor



Juvenile Probation Misdemeanor





ADULT SUPERVISION UNITS AND SPECIALIZED CASELOADS

	Number of Clients Served During the Year				2022	2022
	2019	2020	2021	2022	Average Monthly Unit Caseload Size	Ratio of Staff to Clients
Intensive Supervised Release	93	86	64	56	28	1:15
High Risk Supervision	986	867	840	873	546	1:46
Drug Court Supervision	42	41	43	49	36	1:24
Sex Specific	495	353	348	334	254	1:42
Low Risk Sex Offenders	NA	115	110	110	103	1:103
Domestic Abuse	521	498	500	472	296	1:54
Gender Responsive Supervision	455	375	354	355	225	1:39
Safe Streets First-Repeat DWI Supervision	300	263	281	258	168	1:42
Mental Health Supervision	21	23	23	23	19	1:19

ADULT SPECIALIZED PROGRAMS AND CASELOADS

	Number of Clients Served			
	2019	2020	2021	2022
Probation Service Center (PSC) Low Risk Supervision	3,315	*2,673	2,627	2,692
All Conditions Complete	1,710	1,659	955	1,206
Transfer Unit	1,774	1,569	1,550	1,568
Warrants	1,235	1,342	1,315	1,239

**In 2019 Administrative probation was eliminated and supervised by Probation Service Center/Low Risk Supervision. All PSC cases were reviewed for early discharge to allow clients the opportunity to vote in the 2020 election.*

JUVENILE SUPERVISION UNIT AND SPECIALIZED CASELOADS

	Number of Clients Served During the Year				2022	2022
	2019	2020	2021	2022	Average Monthly Unit Caseload Size	Ratio of Staff to Clients
High Risk Supervision	179	161	109	126	71	1:16
High Risk – Gender Responsive Supervision	61	54	46	53	34	1:23
Drug Court Supervision	13	26	26	17	11	1:11
Sex Offender Supervision	105	71	53	46	20	1:20
Monitoring/Lower Risk Sex Supervision	282	239	150	170	76	1:76
Moderate Caseload	79	67	39	57	30	1:30

Adult 2022 Closed Cases	Number	Percentage
Successfully Completed	2,923	94%
Unsuccessfully Completed	192	6%
Total	3,115	100%

Juvenile 2022 Closed Cases	Number	Percentage
Successfully Completed	293	100%
Unsuccessfully Completed	0	0%
Total	293	100%

STRATEGIC PLANNING

- A. We will enhance public safety and client success.** We continue our work on this through the effective implementation of Evidence Based Practices (EBP), Integrated Service Delivery and Culturally Specific Programs and Services for our clients.
- B. Inclusion, Diversity, Equity, and Access is at the forefront of everything we do.** Dakota County is committed to ensuring an environment that is welcoming of diversity, recruiting and retaining a workforce that is reflective of the community we serve, and ensuring continued growth and training for staff. To address these goals, Community Corrections has offered several training events as well as smaller group discussions and Authentic Dialogues around race related issues.
- C. We will measure the effectiveness of our programs and services, focusing on the reduction in recidivism for clients under our supervision.** We will assist clients by providing the interventions needed to promote behavior change and assist clients in obtaining desired services to maintain a healthy and stable lifestyle in the community.
- D. We will review the emerging needs of our clients and families to ensure appropriate programming and services to meet their needs.** Through research and data analysis, we will regularly review the demographics, program, and service needs of clients and families to meet their changing needs and complexities, and we will engage partners in the Criminal Justice System, the Community Services Division, and the community in this effort.
- E. We will provide staff training, resources, and technology needed to perform their jobs effectively and safely.** We will focus on providing effective safety training for our staff members while working in our offices, the secured juvenile facility, and in the field. We will continue to provide technology and tools for staff in a hybrid telework environment.

STRATEGIES

Strategy: Evidence Based Practices - We are integrating the department's Evidence Based Practices (EBP) plan in daily case management and client interaction by evaluating and measuring staff work to improve and better inform training needs.

Process Measures:

Ongoing Coaching and Supervision of staff

- Probation officers are observed by their supervisor and EBP Coordinators while meeting with clients. They are provided feedback on their use of interventions, motivational interviewing, and case planning. Themes from these observations are processed in Communities of Practices (COPs) and unit meetings.

1:1 Cognitive Behavioral Interventions

- Staff have access to a SharePoint site with 60 different cognitive interventions that staff can access quickly during their meetings with clients and select one that is appropriate given the client's history, current situation, or part of their case plan.
- Probation officers have access to over 130 resources to help them support Cognitive Intervention, including program brochures, informational papers, program info/schedules and more.

Communities of Practice (COPs)

- All high-risk probation officers participate in quarterly COPs to discuss challenging situations that have occurred and develop strategies to address these situations.
- COPs are also used to practice interventions and skills that can be used in 1:1 client meetings.
- Staff access the Minnesota DOC Communities of Practice website for training ideas.

Risk Assessment Training and Feedback

- All probation officers attend formal training prior to utilizing a risk assessment tool.
- Our department has continued to provide annual LSCMI boosters which includes scoring practices and discussions.

Motivational Interviewing (MI)

- All Dakota County Probation Officers employed more than one year have completed MI Level I and MI Level II training.
- Competency in Motivational Interviewing is monitored through observations of client meetings, COP participation, and client survey results.
- Staff attend MI booster sessions yearly.
- In 2022, an MI training was created for administrative staff titled "MI Lite." This introduced MI concepts and familiarity to a broader range of staff.

Cognitive Groups and Incentives and Sanctions

- There were 298 adult and juvenile referrals to community cognitive behavioral groups in 2022, compared to 192 in 2021.
- Our EBP Coordinators continue to facilitate cognitive programming in addition to performing quality assurance by providing observation and feedback to group facilitators. In 2022, four T4C groups were observed, and seven Decision Points groups were observed, providing feedback to 14 group facilitators.
- As of 2022, our adult high-risk agents are 100% trained in at least one cognitive curriculum and our juvenile high-risk agents are 100% trained in at least one cognitive curriculum.

Outcome Measures: Evidence Based Practices Elements

- In 2022, 67% of adult clients and 28% of juvenile clients decreased their risk score.
- In 2022, 57, or 50%, of adult cog participants successfully completed the program.
- In 2022, 25, or 64%, of juvenile cog participants successfully completed the program.
- In 2021 and 2022, 100% of all adult male and female cognitive group participants taking part in a program for a minimum of six weeks were provided an anonymous survey regarding their group experience. A large amount of the surveys are positive and data responses are still being evaluated to compare year to year.
- Percentage of high-risk clients who recidivated while on supervision
 - *Due to a shift in caseload types, more recent data is not available. Calculations for 2022 and 2023 are underway.
- Percentage reduction of in-county clients who have a probation violation that results in an executed sentence
 - *Since 2019, there has been a 2% reduction of in-county clients who have a probation violation that resulted in an executed sentence. We did have a 1% increase from 2021 to 2022 due to the increased ability to sentence violations due to COVID-1p and reduced restrictions.

Strategy: Facilitate meaningful family and youth engagement in broad justice system improvement efforts - Dakota County has long partnered with individual families and youth on their case plans and skill development. These partnerships present opportunities for Community Corrections to find ways to draw on the experiences and wisdom from justice system-involved families and youth to improve system responsivity.

Process Measures

- We received a total of 44 completed juvenile surveys and a total of 30 completed parent surveys.
- In 2022, of the 100 staffed cases, probation extended 64 parental/guardian representations at staffing meetings when invited.
- In 2021, of the 115 staffed cases consulted, 65 parents were extended invites and of those, 43 attended for a rate of 66% of clients had parent/guardian representation at staffing meetings when invited.

Outcomes Measures

- 37 out of 44 or 84% of juveniles reported their overall experience has been positive.
- 28 out of 30 parents or 93% reported their overall experience has been positive.

Strategy: Adult Gender Specific Caseload - To meet the specific needs of female clients, Dakota County will utilize gender specific caseloads for high risk, supervised release, domestic abuse, and sex offender clients. Probation officers with all-female caseloads will receive training in gender specific and trauma-based services for women involved in the criminal justice system.

Process Measures

- There was a total of 10 clients assessed using the WRNA tool in 2022.
- 14 case plans addressed WRNA needs, or 4% of our gender specific caseloads.
- This measure is a work in progress as we work to get all gender responsive probation agents trained in the WRNA. Once everyone is trained the full expectations regarding WRNA completions will be instituted.
- In 2022, there were 18 adult female clients that participated in the Gender Specific Cognitive Groups and 7 adult female clients successfully graduated, 39% successfully completed. All clients on Adult Gender Specific Caseload are referred for Cognitive Groups.

Outcome Measures

- In 2022, 48% of clients successfully completed gender specific cognitive programming.
- 67% of adult clients and 28% of juvenile clients decreased their risk score.

Strategy: Pre-Trial Release Program – Probation officers will monitor clients court ordered to the pre-trial release program. The probation officer will ensure the client understands conditions of release, offer support and resources, monitor the case, and provide reminders of upcoming court dates. The goal of the program is to increase the likelihood of a client’s appearance at the next court hearing and to reduce the likelihood of pre-trial crime.

Process Measures

- The Minnesota Supreme Court determined the MNPAT must be used for bail hearings.
- The unit will develop a client satisfaction survey in 2023. The survey will inquire about staff knowledge and helpfulness along with the client’s perception of overall interactions with pre-trial staff and services provided.
- Community Corrections operates pre-trial supervision and coordinates with other departments for services as needed.

Outcome Measures

- In 2022, 397 clients were released for pre-trial programming within established timeframe. In 2021, 339 clients were released for pre-trial programming within established timeframe.
- In 2022, 260 or 85% of clients attended their next scheduled court hearing after being released to the pre-trial release program, demonstrating a 10% increase over 2021 client rates. In 2021, 132 or 75% of clients attended their next scheduled court hearing.
- In 2022, we saw an increased success rate in clients remaining crime free during their pre-trial release, 345 clients, or 88%, remained crime free during their pre-trial release. In 2021, 217 clients, or 80% remained crime free during their pre-trial release.
- The unit will develop a client satisfaction survey in 2023. The survey will inquire about staff knowledge and helpfulness along with the client’s perception of overall interactions with pre-trial staff and services provided.

Strategy: Services for Veterans Involved in the Criminal Justice System – Community Corrections and Veteran Services collaborate to provide effective interventions for justice involved veterans. Within designated probation supervision units, one probation officer will supervise veterans and will coordinate with the Veterans Services Office specialized treatment plans and service referrals. Dakota County will join the Carver County Veteran Treatment Court in 2021.

Process Measures

- The Justice Involved Veterans (JIV) Program has a robust referral process. Clients are referred by multiple sources within and outside the Justice System.
- A new reporting dashboard was implemented within Veterans Services as of July 2022 to better track number of referrals and types of services sought by clients, and responses to survey questions-Are you better off from the Services Provided by the JIV program?
- The Program Coordinator for JIV and JIV Corrections Veterans Service Officer (CVSO) have access to the case management systems Vetraspec and CSTS, including documentation to have full view-rights. The coordinator has rights to add limited demographic information and chronological notes to document the interactions, services and resources, and other case management details. The coordinator also received training around Data Practices and Privacy Law. Veterans Services will migrate to a new case management system that will have a reporting tool to track Justice Involved Veterans for a more comprehensive view of all JIV clients in May 2023.
- The Justice Involved Veterans Program Coordinator and CVSO connect regularly with Veterans Health Administration through collaboration with the Veterans Justice Outreach (VJO) Coordinator. The VJO is also a key member of the Veterans Treatment Court as a conduit to care coordination and treatment through the VA.
- The Justice Involved Veterans Program Coordinator and CVSO meet on a bi-weekly basis to discuss current caseload, referrals, updates to Veterans Treatment Court, and outreach and training opportunities. Additionally, the Justice Involved Veterans Program Coordinator holds a JIV Program Management Meeting with CC Leadership and Veterans Services. There were four meetings in 2022.
- All six JIV probation officers (PO) were trained on the services offered with Veteran Services and VA staff. Each unit has one PO that supervises all the veterans in that unit and works closely with the JIV Coordinator. All Veteran Services staff were trained in Motivational Interviewing and Natural Response Control Tactics (NRCT).
- Veteran Services has two employees dedicated to the Justice Involved Veterans Program; Justice Involved Veterans Program Coordinator and the Justice Involved Veterans CVSO. The JIV Coordinator is currently serving as the Veterans Treatment Court Peer Mentor Coordinator – that recruits, trains and supports a volunteer network to support Veteran Treatment Court participants. Both the coordinator and JIV CVSO have been trained in Motivational Interviewing and NRCT. They also attend the NADCP Justice for Veterans Conferences, and other related training.
- On October 13, 2021, the Treatment Court Initiative Advisory Committee (TCI) approved a change in scope to permit the Court to begin serving Dakota County veterans under the name Carver Dakota Veterans Treatment Court (CDVTC) effective November 1, 2021.

Outcome Measures

- 100% of clients who self-identify as a veteran are offered services coordinated through Veterans Services.
- From July 2021-June 2022, there were 150 referred clients for JIV. From July 2022-February 2023, there were 151 referred clients.
- Since 2021, there have been 16 justice involved veterans referred to Veterans Court.
- The program is a minimum of two years, and one veteran client has successfully graduated the program through 2022.

Strategy: Safety Training - Ensure staff members are well trained to do their work and to be safe in the office, facility, and in the community.

Process Measures

- 91% of eligible staff who facilitate in-person contacts with clients completed Natural Response Control Tactics Training in 2022. Nine percent of staff who facilitate in-person contacts with clients had a medical waiver and did not participate. Due to the COVID-19 Pandemic, the department did not facilitate Natural Response Control Tactics in 2021.
- 100% of Juvenile Services Center (JSC) staff are trained in control tactics.
- 100% of staff are trained in emergency response training.
- 100% of the JSC staff are trained in First Aid/CPR.

Outcome Measures

- Six staff injuries occurred in 2021 and eleven staff injuries in 2022.
- Trained: 74% of employees agree or strongly agree they feel adequately trained on safety in the workplace.
- Feeling Safe: 69% of employees agree or strongly agree that safety is taken seriously as a part of Dakota County culture.

PRE-TRIAL, DIVERSION, AND OTHER SERVICES

Diversion

- Disorderly Conduct Program (DOC)
- Targeted Accountability Program (TAP)
- Domestic Diversion
- Drug Diversion

Intake

- Pre-Sentence Investigation (PSI)
- Prior Record Memos (PRM)
- Assessments
- Pre-Disposition Investigations (PDI)
- DNA Testing
- EJJ/Certification Studies
- Referrals
- Restitution Investigations
- Bail Evaluations
- Pretrial Release Supervision
- Domestic Assessments

Supervision

- Intensive Supervised Release (ISR)
- High Risk and Supervised Release
- Electronic Home Monitoring (EHM)
- Probation Service Center (PSC)
- Gender Responsive
- Intensive Repeat DWI
- Domestic Abuse
- Interstate/Intrastate Transfer Services
- Sex Offender
- Drug Court
- Mental Health
- Lower Risk Monitoring
- Sanctions Conferences

Programs & Initiatives

- Evidence Based Practices (EBP)
- Juvenile Day Treatment
- Juvenile Residential Treatment
- Cognitive Programming
- Juvenile Detention Alternatives Initiative (JDAI)
- Justice Involved Veterans
- Advocacy for Clients and Families of Color
- Adult Mental Health Collaborative
- Correctional Housing
- Community Coaches
- Sentencing to Services (STS)
- Youth Repay
- Work Release
- Community Work Service
- Re-Entry Assistance Program (RAP)
- One Day DWI
- Practice Model
- Decision Points
- H.E.A.T
- Next Level

PRE-TRIAL

Pre-Trial consists of Jail and Work Service Programs that allow clients to stay in the community where they can maintain treatment, family involvement, and employment while remaining out of jail. These programs include: Electronic Home Monitoring (EHM), Sentencing to Service (STS), Work Release (WR), Community Work Service (CWS), and Conditional Release. Probation Officers monitor clients court ordered to the pre-trial release program. The probation officer will ensure the client understands conditions of release, offer support and resources, monitor the case, and provide reminders of upcoming court dates. The goal of the program is to increase the likelihood of a client’s appearance at the next court hearing and to reduce the likelihood of pre-trial crime.

	% of Clients Successfully Completed			
	2019	2020	2021	2022
Pre-Trial Release Program	NA	54%	52%	54%

*See also “Strategy: Pre-Trial Release Program”

DIVERSION

Adult Controlled Substance Diversion Program consists of participants in the program who start out on high-risk supervision. If participants are moderate risk they can be transferred to the PSC once they have completed their chemical dependency evaluation and have started treatment.

Drug Diversion	2019	2020	2021	2022
# of Clients Served	NA	NA	55	54

Domestic Diversion consists of a caseload of low-risk domestic clients supervised within the PSC. Clients are seen individually until they have entered a domestic violence treatment program.

Domestic Diversion	2019	2020	2021	2022
# of Clients Served	104	252	259	273

*Domestic Diversion Program started in 2019.



OTHER SERVICES

Re-entry Assistance Program (RAP) offers assistance to jail inmates re-entering the community after extended periods of incarceration. A multi-disciplinary team of Dakota County providers work together to address the post-incarceration needs of these inmates for up to 90 days post-release. Re-entry planning focuses on client needs, such as securing employment, housing, treatment, counseling, clothing, and/or transportation.

Re-entry Assistance Program (RAP)	2019	2020	2021	2022
# of clients served	128	93	82	110
# of clients receiving Full Service	88	69	54	68
# of clients receiving Slight Service	40	24	28	42
# of clients receiving Chemical Health Services	42	28	17	20
# of clients receiving Mental Health Services	59	33	25	23
# of clients receiving Medical Services	72	37	17	22
# of clients receiving Financial Services	73	43	19	25
# of clients receiving Employment Services	60	28	18	22
# of clients receiving Housing Services	64	38	19	20
# of clients receiving Child Support Services	9	7	4	4

Targeted Accountability Program for Inappropriate Sexual Behaviors (TAP) is a diversion program serving Dakota County youth with inappropriate sexual behaviors who would otherwise be petitioned to court for a sexual offense. The purpose of TAP is to reduce long-term collateral consequences for youth, maintain public safety and provide appropriate assessment, treatment, and supervision, therefore reducing their risk to re-offend.

	Number of Clients Served			
	2019	2020	2021	2022
Targeted Accountability Program (TAP)	52	43	38	21
Disorderly Conduct Diversion	108	47	16	35



New Chance Day Treatment is a four-to-six-month non-residential program serving high risk male clients ages 14-18. The program offers a cognitive behavioral curriculum as well as daily school, employment preparation, and transition support. Outpatient chemical dependency treatment and therapy is offered on-site. Clients participating in the program needing a higher level of therapeutic services are commonly referred to and participate in Systemic Family Therapy (SFT).

	Number of Clients Served			
	2019	2020	2021	2022
New Chance Day Treatment	34	19	12	17

Secured Residential Programs and Services The Juvenile Services Center (JSC) is a 40-bed secured residential facility. It has both detention and treatment services for youth who pose the greatest risk to public safety. The facility serves Dakota County and all other Minnesota counties, the Minnesota Department of Corrections, and tribal communities. The JSC provides both pre-dispositional detention and post-dispositional secured residential correctional treatment services for youth adjudicated for delinquent offenses.

Youth in the JSC are placed in designated court ordered programs, and receive services specific to their needs, to include gender responsive services, culturally specific programming, chemical dependency treatment, sex specific treatment, cognitive behavioral therapy, and mental health services.

JUVENILE RESIDENTIAL PROGRAMS

	Number of Dakota County Clients Served			
	2019	2020	2021	2022
JSC Detention Program	191	162	145	183
JSC Short Term Residential Treatment Program	41	41	28	32
JSC Long Term Residential Treatment Program	11	11	5	3
JSC Weekend Program	25	6	4	6
JSC Gender Responsive Program	1	3	7	17

NARRATIVE OF CORE INTERVENTIONS AND EVIDENCE-BASED PRACTICES (EBP) PROGRAMMING

RISK/NEEDS ASSESSMENTS Juvenile probation officers assess risk using the Youth Level of Service (YLS). Clients are assessed within forty-five (45) days of case assignment. The assessment is used to determine supervision levels and contact standards. The probation officer shares the results (highest risk areas) of the assessment with the client and family, asking which highest risk areas they want to work on first to aid in the development of a case plan.

Adult probation uses several risk assessment instruments to determine supervision level. Assessments used include the Level of Service/Case Management Inventory (LS-CMI), Spousal Assault Risk Assessment (SARA), Domestic Violence Screening Instrument (DVSI), Static 99, and Stable assessments. Re-assessments occur based on the recommendations of the tool.

CASE PLANNING Probation officers identify the highest risk areas after conducting the initial risk assessment. They collaborate with clients and their families or support system to establish goals, tailored to their motivation levels. These goals are documented using a SMART (Specific, Measurable, Achievable, Relevant, Time-bound) approach, with concrete strategies and specific tasks assigned along with due dates. Evidence of completed goals is documented. Probation officers actively engage in and document at least two instances of risk reduction activities for each client, with a focus on addressing the top four criminogenic areas. They review goals and strategies with the client bi-monthly or monthly, making necessary adjustments if goals are not met. Reassessment of risk and goals within the case plan is occurs every six months for juveniles and one year for adults.

COGNITIVE BEHAVIORAL THERAPY On average, DCCC facilitated six active cognitive behavioral curriculums at all times in 2021 and 2022. Decision Points, an open-entry cognitive behavior intervention program, was offered to both male and female adult and juvenile clients. Thinking for a Change (T4C), a 25-session curriculum providing increased treatment intervention for our highest-risk adult clients. While most of the cognitive behavioral therapy groups continued on a virtual platform following the pandemic, the juvenile Decision Points group resumed in person sessions in 2022.

CHEMICAL DEPENDENCY, SEX OFFENDER, AND DOMESTIC VIOLENCE PROGRAMMING

DCCC provides specialized caseloads for individuals with sexualized behaviors, history of domestic violence, and substance abuse disorder. The Sex Offender and Domestic Abuse programming is provided by contracted vendors. We support chemical dependency through chemical dependency assessments, and we coordinate all care recommended by the evaluation.

CLIENT HOUSING Stability in housing continues to be an issue in Dakota County. For clients to sustain good outcomes, housing issues must be addressed and is a primary Community Services Division initiative. A committee with representatives including Community Corrections, is tasked with developing housing programs for clients and other residents with significant barriers to obtain stable housing. A number of Group Residential Housing (GRH) providers have collaborated with Community Corrections to develop programs to serve clients in the community. Additionally, Corrections has trained three staff to administer the Vulnerability Index Service Prioritization Decision Assistance (VI-SPDAT) assessments to clients participating in the Re-Entry Assistance



Program (RAP) and homeless clients exiting prison. A number of cities within Dakota County have restrictive ordinances preventing level 3 sex offenders from living in the city.

GENDER RESPONSIVE SERVICES Dakota County Community Corrections has transitioned to a gender specific model, matching female probation officers with female clients. Probation officers were trained in the use of the WRNA, Women’s Risk Needs Assessment. The WRNA is a tool that has a focus on women’s risk/needs as well as strengths. Examples of risk/needs the tool measures are relationships, parenting, and abuse/trauma. Examples of strengths include educational, parental involvement, family of origin support, and self-efficacy.

The probation officers quickly identified a need for public health services for both clients and their children. A pilot project was started with collaboration from the Dakota County Public Health Department. Probation officers were trained on the services available to their clients via Public Health in September 2018. A referral process was established, and brochures and information were shared with probation officers to provide their clients.

CULTURALLY RESPONSIVE SERVICES We continue to examine practice and policy to reduce disparities and work toward justice reform. We are striving to make our staff compliment reflective of the clients and communities we serve and have implemented a new hiring, onboarding, and retention process in 2022. In November 2021, all staff were administered the Individual Diversity Inventory (IDI) to receive a personalized score on their cross-cultural competency. Upon receiving their score, staff had a one-on-one learning discussion with a trained administrator to understand personal growth areas and to identify development steps moving forward. Management staff completed the IDI in 2020 and by the end of 2021, all Community Corrections staff completed the assessment.

EVIDENCE BASED PRACTICES The Department has integrated a comprehensive practice model, rooted in evidence-based practices, into its daily operations following the completion of training for all relevant staff members. Moving into 2023, the Practice Model stands fully implemented. Staff and supervisors will persist in their growth and skill development, staying abreast of trainings and best practices, and employing the Practice Model as standard protocol in daily operations. As the Practice Model has reached full integration, it is no longer treated as an initiative but rather a cornerstone of operational practice. The plan identified below allow staff and supervisors additional training, practice, and skill development to ensure the best services are delivered to the clients we serve.

- All supervisors, both Juvenile and Adult, who oversee agents trained in the practice model are participating in bi-monthly or quarterly Communities of Practice (CoP).
- Juvenile and adult agents trained in the practice model are observed and provided feedback on at least two occasions by an EBP Coordinator or supervisor on use of the practice model in their 1:1 meetings with a client.
- All agents and contracted providers facilitating a cognitive behavioral curriculum are directly observed on at least one occasion by an EBP coordinator to ensure fidelity.
- The client satisfaction survey was updated and administered to address 1:1 interventions used with agents and ensure they are helpful.
- A post-satisfaction survey was created for Decision Points participants in 2022 and will be implemented in 2023.

VICTIM CONCERNS

DCCC works with victims throughout a client's term of probation. Victims are contacted when the department conducts the Minnesota Pre-Trial Assessment Tool on person offenses. Agents interview victims as part of the pre-sentence investigation process to obtain victim impact statements to provide to the court. Agents also communicate the outcome preferred by the victim of the offense to the prosecutor and judge. DCCC works with victims to appropriately document their losses and recommend restitution be paid per statute and policy. Ongoing involvement with victims is based on their wishes. Probation officers that supervise domestic abuse clients receive specific training and maintain regular contact with victims unless the victim chooses to not have contact with us.

DCCC maintains confidential communications with victims and their information is used to effectively develop appropriate case plans, respond to client behavior, and change our supervision practices to effectively address safety concerns.

CORRECTIONAL FEES

2022 SUPERVISION AND PROGRAM FEE SCHEDULE

Adult Program Fees		
Probation Fees- per file		
Felony	\$369	
Gross Misdemeanor	\$369	
Misdemeanor	\$282	
One Day DWI	\$282 probation fee plus \$125 program fee	
Electronic Monitoring	\$11.50-\$14/day (based on landline/cell)	
Alcohol Monitoring	\$11/day	
Electronic Home Monitoring	\$13.25-15.25/day (based on landline/cell)	
GPS	\$14.25/day	
GPS Alcohol Monitoring	\$15.25/day	
Drug/Alcohol Testing	\$19-\$35	
Polygraph-Full disclosure or maintenance exam	\$374	
Phone Reporting	\$6/month	
Juvenile Program Fees		
Juvenile Service Center per diem	\$325/day detention bed \$340/day treatment bed	
GPS	The client's parent(s)/guardian are billed back by E&EA using the parental fee scale	
New Chance per diem	\$131 (billable on the parental fee scale)	
Aggregate Fees		
Year	Probation Fees Assessed	Probation Fees Collected
2022	\$380,115	\$469,346

*More fees were collected in 2022 than assessed due to a programmatic change in assessing fees. In 2022, we moved to no longer charge a fee for anyone who had a public defender, was transferred in from another county or out of state, or transferred out within 2 months of sentencing.

CONTRACTED SERVICES AND PROPOSALS FOR NEW SERVICES

Community Corrections contracts with vendors to provide services to adult and juvenile clients and support for the Department. Each contract has outcome measures which are collected and monitored by our contracts unit. Client specific services such as EHM, STS, etc. are monitored departmentally.

Service Contract	Contractors	NTE Amt (2 yr)	2022 Actuals
Brief Counseling (Juvenile) Provides 12 hours of therapeutic service focused on family conflict resolution including developing crisis and safety plans, use of community resources, and emotional regulation skills.	Nexus-FACTS family Healing;	\$200,000	\$0.00
	Life Development Resources, PA;	\$99,000	\$0.00
	TC Therapeutic;	\$30,000	\$594
	Your Vision Achieved	\$90,000	\$4,028
Chemical Dependency Treatment Services (Juvenile) Provides licensed outpatient chemical dependency treatment for clients in the Juvenile Services Center. The program consists of individual, group, and family chemical dependency therapy.	Frazier Recovery Homes;	\$60,000	\$0.00
	Life Development Resources, PA;	\$536,000	\$0.00
	Nystrom and Associates, Ltd.	\$120,000	\$0.00
Chemical Dependency Wrap-Around Dual Diagnosis Facilitation Services (Juvenile) Provides individualized, unified systems planning and informal support services for youth with dual diagnosis chemical and mental health needs.	FamilyWise Services;	\$70,000	\$0.00
	Nystrom and Associates, Ltd.;	\$120,000	\$59,518
Cognitive Behavioral Based Services Provides Driving with Care and Thinking for a Change education for adults.	Create, Inc.	\$98,500	\$54,502
Community Reintegration Services (Juvenile) Provides family and community-based services to juveniles and their families.	Nexus-FACTS Family Healing;	\$200,000	\$0.00
	Life Development Resources, PA;	\$99,000	\$0.00
	Nystrom and Associates	\$99,000	\$170

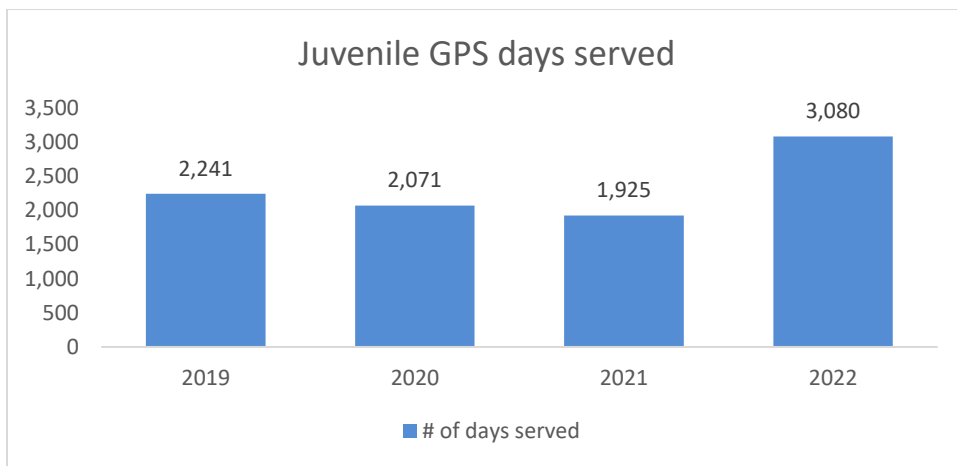
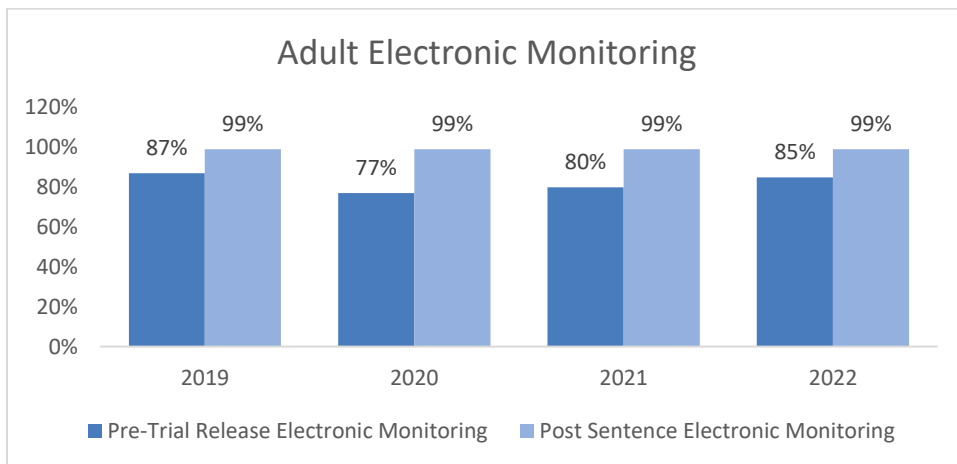
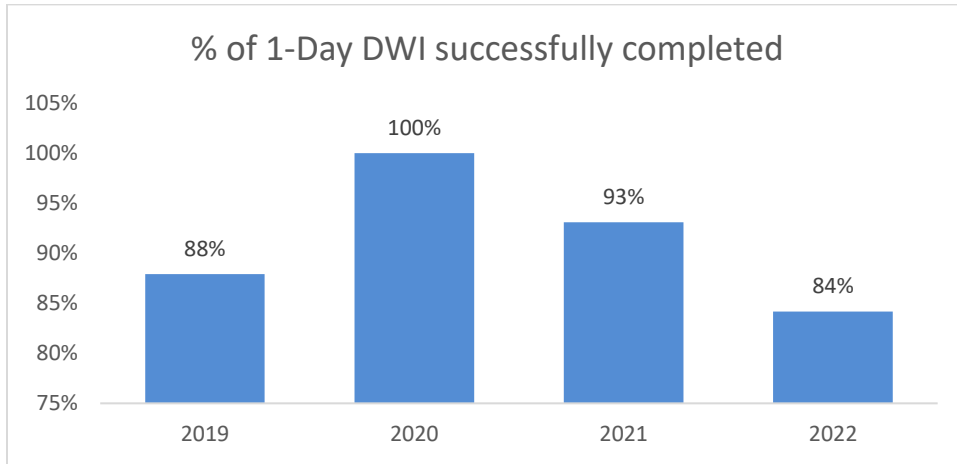
Culturally Specific Services for Youth and Families (Juvenile) Provides juvenile clients and their families with problem-solving and coping skills to improve behavior at home and community/school in a culturally competent manner.	Kente Circle, LLC	\$90,000	\$0.00
	The Doorstep Foundation	\$36,000	\$20,020
Community Coaches (Juvenile) Partners juvenile clients with community members to explore pro-social activities.	DoorStep Foundation;	\$43,000	\$825
	Revival Training LLC	\$43,000	\$18,423
Domestic Abuse Education Program (Adult) Provides therapy sessions and translation services to men convicted of domestic abuse.	La Oportunidad, Inc. (Spanish only)	\$30,000	\$14,418
	Life Development Resources,PA	\$98,000	\$9,113
Drug Testing (Adult/Juvenile) Provides urinalysis testing to determine drug or alcohol use.	RS Eden/RSI Laboratories	\$150,000	\$46,570
Educational Services (Juvenile) Provides a school program for juvenile clients at the Juvenile Services Center and New Chance Day Treatment Program.	Intermediate School District #917	\$0.00	\$0.00
Electronic Home Monitoring (EHM)/Global Positioning System (GPS) (Adult/Juvenile) Provides staff and equipment to manage EHM for adult clients and GPS for juvenile clients.	Midwest Monitoring and Surveillance, Inc.	\$302,472	\$88,916
Employment Services (Adult) Assists high risk adult clients to obtain and maintain employment.	Residential Transitions, Inc.	\$71,000	\$16,473
Forensic Psych Evaluations Provides forensic psychological evaluation services.	Associated Clinic of Psychology	\$400,000	\$149,827
Gender Specific Cognitive Life Skills Groups (Juvenile) Provides a curriculum that helps female clients develop competencies related to self-concept and family relationships.	Nexus-FACTS Family Healing	\$200,000	\$0.00
Halfway Housing and Housing Search (Adult) Provides housing	A Plus (A+) Solutions;	\$90,000	\$17,000
	Frazier Recovery Homes	\$256,000	\$61,583

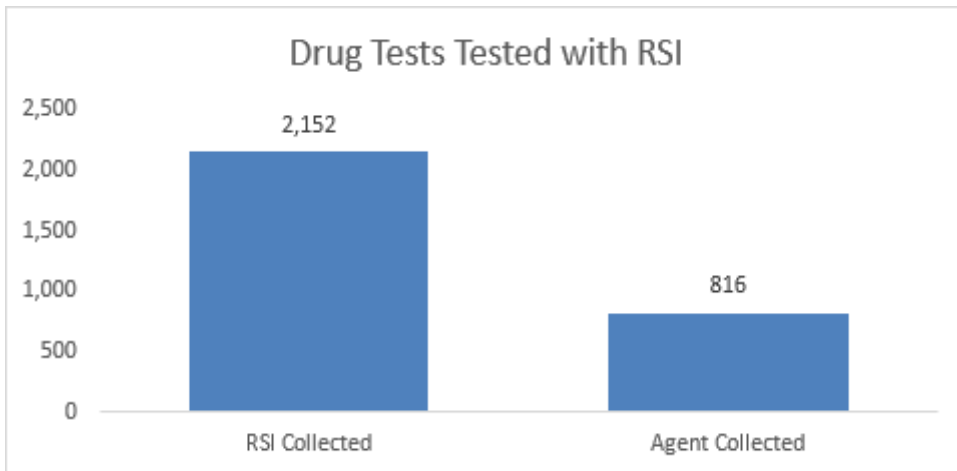
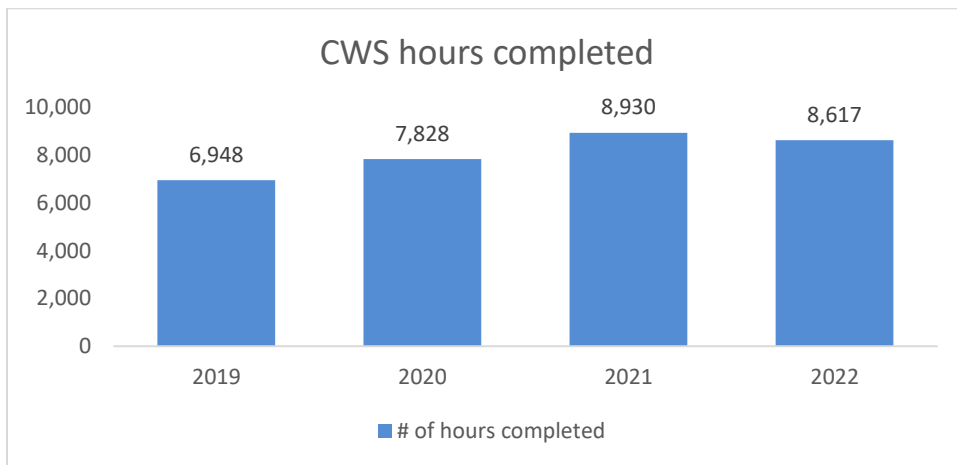
for high-risk clients on a temporary basis.			
Ignition Interlock Services (Adult) Provides individuals' court ordered into the Safe Streets First (SSF) program who may not be able to afford the opportunity to drive to work and treatment obligations while using the ignition interlock device to test for alcohol use.	Consumer Safety Technology, LLC (dba Intoxalock)	\$45,000	\$7,566
Motivational Interviewing (MI) Critique and Coaching (Adult/Juvenile) Assists probation officers in developing competencies in MI.	J-SAT Inc.	\$16,000	\$0.00
One-Day DWI Program Services (Adult) Provides a first-time misdemeanor DWI client program.	Building Bridges; Accurate Testing (Spanish only)	\$99,000 \$15,000	\$27,515 \$5,180
OnSite Therapeutic Services (Juvenile) Provides individual trauma therapy to youth at the JSC who have high rates of mental health concerns and experiencing traumatic events.	Nexus-FACTS Family Healing Life Development Resources, PA	\$200,000 \$82,000	\$62,697 \$43,622
PbS Performance Based Standard (Juvenile) Provides coaching and onsite training, site visits, improvement planning, data quality review and consultation, and strategic review of issues to promote long-term sustainability in our juvenile center.	PbS Learning Institute, Inc.	\$38,800	\$13,300
Phone Reporting Services (Adult) Provides adult clients in the Probation Service Center (PSC) with a method to check-in regarding progress of their probation conditions using a telephone automation system.	Fieldware, LLC	\$0.00	\$0.00
Polygraph Testing Services (Adult/Juvenile)	Wold Polygraph	\$67,000	\$50,761
Psychological Services (Juvenile) Provides psychological screenings and assessments of juvenile clients.	Acumen Psychology; Nexus-FACTS Family Healing; Headway Emotional Health;	\$40,000 \$200,000 \$80,000	\$3,999 \$0.00 \$0.00

	Katheryn Cranbrook; Mary Kenning, PhD; Dr. Robert J. Roddy, MD; Treehouse Psychology, PLLC; Wisconsin Lutheran Child & Family Service, Inc.	\$60,000 \$40,000 \$20,000 \$40,000 \$80,000	\$30,429 \$2,898 \$4,002 \$4,880 \$870
Psychological/Sexual Evaluations (Juvenile) Provides sexual – psychological evaluations of juvenile sex offenders.	Acumen Psychology; Katheryn Cranbrook; Mears Psychological, LLC; Wisconsin Lutheran Child & Family Service, Inc.	\$40,000 \$60,000 \$30,000 \$80,000	Included above Included above \$0.00 Included above
Rule 20 Evaluations (Juvenile) Provides evaluations related to court proceedings.	Acumen Psychology; Mary Kenning, Ph.D.; Katheryn Cranbrook	\$40,000 \$40,000 \$60,000	Included above Included above Included above
Self-Regulation Services (Juvenile) Provides juveniles self-regulation groups to teach techniques to help with focus, de-escalation, and overall wellbeing.	1000 Petals, LLC/Move Mindfully	\$37,500	\$14,922
Sentence to Service (Adult) Operate a program allowing clients referred by the Court to work on community improvement projects often in lieu of jail time.	Cities of Apple Valley, Burnsville, Eagan, Farmington, Inver Grove Heights, and Lakeville;		
Sentence to Service (Adult) Operate a program allowing clients referred by the Court to work on community improvement projects often in lieu of jail time.	Cities of: <ul style="list-style-type: none"> • Apple Valley • Burnsville • Eagan • Farmington • Inver Grove Heights • Lakeville Dakota County Transportation Dept; Dakota County Parks Dept; MnDOT; General Security Services Corp.	JPAs	N/A
Sex Offender Assessments (Adult) Provides psychological and	Alpha Emergence Behavioral Health; Newpath Mental Health Services;	\$56,000 \$50,000	\$0.00 \$0.00

psychosexual evaluations of adult sex offenders.	Project Pathfinder, Inc.; Sturges, Courtney	\$45,000 \$62,150	\$32,178 \$29,536
Sex Offender Treatment Services (Adult) Provides outpatient treatment for adult male perpetrators of sexual abuse or assault.	Alpha Emergence Behavioral Health; Gravity Sexual Health Life Development Resources Newpath Mental Health Services; Project Pathfinder, Inc.;	\$56,000 \$50,000 \$75,000 \$50,000 \$90,000	\$5,251 \$10,255 \$15,807 \$15,252 \$38,362
Sex Offender Treatment Services (Juvenile) Provides treatment to juveniles in the secured facility and community.	Alternatives in Healing, LLC; Wisconsin Lutheran Child & Family Service, Inc.; Your Vision Achieved	\$80,000 \$80,000 \$90,000	\$200 \$1,471 \$23,543
Systemic Family Therapy (Juvenile) Provides intensive family- and community-based treatment that addresses the multiple determinants of serious antisocial behavior in juvenile clients.	Nexus-FACTS Family Healing Kente Circle, LLC; Life Development Resources; Nystrom and Associates, Ltd.	\$200,000 \$200,000 \$99,000 \$99,000	\$0.00 \$0.00 \$0.00 \$9,464
Transportation (Juvenile) Provides transportation for juveniles and their families to/from court, probation meetings, etc.	GAPP Services, Inc. General Security Services Corp.	\$20,000 \$156,000	\$0.00 \$12,963

ANNUAL OUTCOMES ACHIEVED





BUDGET

FTE'S BY PROGRAM AREA The Community Corrections Department has 182.92 full time equivalents (FTEs). Includes overcompliment positions.

Adult Division	
Administration	1
Adult Intake	11
Adult PSI	10
Adult Field	54.9
Adult Probation Service Center	6
Total Adult Division	82.9 FTE
Juvenile Division	
Administration	2
Adult Intake	3
Adult PSI	18
Adult Field	5
Adult Probation Service Center	40.2
Total Juvenile Division	68.02 FTE
Department Services Division	
Administration	5
Information Systems and Analysts	4
Support Services	23
Total Department Services Division	32 FTE



BUDGET FY2024/2025

**MINNESOTA DEPARTMENT OF CORRECTIONS
COMMUNITY BASED CORRECTIONAL PROGRAM
COMPREHENSIVE BUDGET PLAN**
(nearest dollar)

County/Group: Dakota County - CCA
State Fiscal Year: 2025

State Subsidy Financial Information														
Administration Salary (Director, Manager, Clerical)				State Subsidy Salary Expenditures (Amount of the subsidy used for Admin salaries)										
Role	Non-Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budget (State subsidy money received)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Total No. of FTE Positions Eliminated	Total No. of New FTE Positions Added	Total Current Subsidy No. FTE Positions	Total Number of All Positions
Director Community Corrections	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Administrative Specialist	2.00			-	-	-	-	-	-	0.00%			0.00	2.00
Deputy Director	2.00			-	-	-	-	-	-	0.00%			0.00	2.00
Administrative Coordinator	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Information Systems Spec Sr	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Manager Administrative	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Office Assistant Sr	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Program Analyst	2.00			-	-	-	-	-	-	0.00%			0.00	2.00
Program Analyst Sr	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Program Associate Sr	18.00			-	-	-	-	-	-	0.00%			0.00	18.00
Program Coordinator	5.00			-	-	-	-	-	-	0.00%			0.00	5.00
Supervisor	8.50			-	-	-	-	-	-	0.00%			0.00	8.50
Supervisor Program Admin	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Supervisor System Management	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
				-	-	-	-	-	-	0.00%			0.00	0.00
				-	-	-	-	-	-	0.00%			0.00	0.00
				-	-	-	-	-	-	0.00%			0.00	0.00
				-	-	-	-	-	-	0.00%			0.00	0.00
				-	-	-	-	-	-	0.00%			0.00	0.00
				-	-	-	-	-	-	0.00%			0.00	0.00
Total Admin Salary and Fringe	45.50	0.00	-	-	-	-	-	-	-	0.00%	0.00	0.00	0.00	45.50

Non-Admin Salaries (Agent, Case Aid, Case Manager, Social Worker)				State Subsidy Salary Expenditures (Amount of the subsidy used for Non-Admin salaries)										
Role	Non-Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budget (State subsidy money received)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Total No. of FTE Positions Eliminated	Total No. of New FTE Positions Added	Total Current Subsidy No. FTE Positions	Total Number of All Positions
Assistant Probation Officer	18.00			-	-	-	-	-	-	0.00%			0.00	18.00
Probation Officer	2.18	72.74	8,668,778	-	-	-	-	-	8,668,778	100.00%			72.74	74.92
Supervisor - JSC	5.25			-	-	-	-	-	-	0.00%			0.00	5.25
Program Coordinator	8.00			-	-	-	-	-	-	0.00%			0.00	8.00
Assistant Probation Officer - JSC	3.00			-	-	-	-	-	-	0.00%			0.00	3.00
On Call APO JSC	8.05			-	-	-	-	-	-	0.00%			0.00	8.05
Probation Officer - JSC	10.50			-	-	-	-	-	-	0.00%			0.00	10.50
Special Asst Probation Officer	10.50			-	-	-	-	-	-	0.00%			0.00	10.50
Superintendent - JSC	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Supervisor Clinical - JSC	1.00			-	-	-	-	-	-	0.00%			0.00	1.00
Total Admin Salary and Fringe	63.46	72.74	8,668,778	-	-	-	-	-	8,668,778	100.00%	0.00	0.00	72.74	136.20



MINNESOTA DEPARTMENT OF CORRECTIONS
 COMMUNITY BASED CORRECTIONAL PROGRAM
 COMPREHENSIVE BUDGET PLAN
 (nearest dollar)

County/Group: Dakota County - CCA
 State Fiscal Year: 2025

Current Expense			State Subsidy Current Expenditures (State subsidy amount used for Non-Salary expenses)							
Category	Description	Subsidy Budget (State subsidy money)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Amount Used for New Services/ Program
Communication	Cell phone, 800MHz Radios, postage						-	-	0.00%	
Technology	Desktops/Laptops, Servers, Software, etc.						-	-	0.00%	
Office Space	Leases and/or office costs						-	-	0.00%	
Travel	Vehicle Expenses or Reimbursements						-	-	0.00%	
Training	Staff training costs						-	-	0.00%	
Supplies	Gasoline, office supplies, etc.						-	-	0.00%	
Equipment	Furniture, tools, copy machine						-	-	0.00%	
* Professional/Tech Contracts & Services	Drug Testing, EHM, Interpreters, shredding	-		-	-	-	-	-	0.00%	-
**Other (please specify below under Other - Current Expense)		-	-	-	-	-	-	-	0.00%	-
Total Current Expense - Other		-	-	-	-	-	-	-	0.00%	-

** Other - Current Expense		State Subsidy Current Expense - Other Expenditures (Amount of the subsidy used for other Non-Salary expenses)							
Description	Subsidy Budget (State subsidy money)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Amount Used for New Services
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
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						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
						-	-	0.00%	
Total Other - Current Expense		-	-	-	-	-	-	0.00%	-

*External Contracted Programming Information										
Program Name (Vendor Name)	Program Type	Subsidy Budget (State subsidy money)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Amount Used for New Program
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
							-	-	0.00%	
Total External Contracted		-	-	-	-	-	-	-	0.00%	-



MINNESOTA DEPARTMENT OF CORRECTIONS
 COMMUNITY BASED CORRECTIONAL PROGRAM
 COMPREHENSIVE BUDGET PLAN
 (nearest dollar)

County/Group: Dakota County - CCA
 State Fiscal Year: 2025

Total Counties Comprehensive Budget Plan and Expenditures														
Description	Non-Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budgeted FTE Positions (as of 07/01)	Subsidy Budget (State subsidy money received)	Quarter 1 (July-Sept)	Quarter 2 (Oct-Dec)	Quarter 3 (Jan-March)	Quarter 4 (April-June)	Total	Amount Remaining	% Remaining	Amount Used for New Services/Program	Total No. of FTE Positions Eliminated	Total No. of New FTE Positions Added	Total Current Subsidy No. FTE Positions
Salary and Fringe														
Administration	45.50	0.00	-	-	-	-	-	-	-	0.00%		0.00	0.00	0.00
Non-Admin	63.40	72.74	8,668,778	-	-	-	-	-	8,668,778	100.00%		0.00	0.00	72.74
Total Salary and Fringe	108.96	72.74	8,668,778	-	-	-	-	-	8,668,778	100.00%		0.00	0.00	72.74
Total Current Expense										0.00%				
Total	108.96	72.74	8,668,778	-	-	-	-	-	8,668,778	100.00%	0.00	0.00	0.00	72.74

NOTES:

CONTACT INFORMATION			
County/Group:	Dakota County - CCA	County Contact:	Kelly Kleis
Payment Address:	Dakota County Finance-Corrections, 1500 Hwy 55	E-mail Address:	kelly.kleis@coo.dakota.mn.us
Town, State, Zip:	Hastings, MN 55033	Phone No.:	651-438-4547
CERTIFICATION OF ALLOWABILITY AND ACCURACY			
<input checked="" type="checkbox"/>	I attest to the best of my knowledge the above information in this report is true, accurate, and complete.		
Full Name (First and Last):	Kelly Kleis	Date:	7/1/2024
Title:	Sr Budget Analyst		



SALARY ROSTER

2023 Dakota County Community Corrections Salary Roster

DBM	Position Title	Minimum	Midpoint	Maximum
103	Senior Office Assistant	\$37,174	\$46,468	\$58,085
105	Senior Program Associate	\$46,631	\$58,289	\$72,861
106	Senior Information Specialist	\$52,227	\$65,284	\$81,605
106	Administrative Specialist	\$52,227	\$65,284	\$81,605
106	Program Analyst	\$52,227	\$65,284	\$81,605
106	Assistant Probation Officer	\$52,227	\$65,284	\$81,605
107	Senior Program Analyst	\$58,494	\$73,118	\$91,398
107	Administrative Coordinator	\$58,494	\$73,118	\$91,398
108	Probation Officer	\$65,514	\$81,892	\$102,365
108	Case Manager	\$65,514	\$81,892	\$102,365
109	Program Coordinator	\$73,375	\$91,719	\$114,649
109	Sr. Program Administrative Supervisor	\$73,375	\$91,719	\$114,649
109	Systems Management Supervisor	\$73,375	\$91,719	\$114,649
110	Program Supervisor	\$82,180	\$102,725	\$128,406
111	Administrative Manager	\$92,042	\$115,052	\$143,815
111	Superintendent	\$92,042	\$115,052	\$143,815
112	Deputy Director	\$103,086	\$128,858	\$161,073
113	Director	\$115,457	\$144,321	\$180,401

HIGHLIGHTS

THE ASPEN HOUSE In 2019, Harbor Shelter, situated in Hastings, MN made the decision to discontinue its temporary housing services for teens, creating a void in the continuum of care for youth within the Community Corrections system. Consequently, many juvenile clients have either been unnecessarily detained at the Secured Juvenile Services Center or placed a significant distance outside the metro area. Despite Dakota County staff's efforts to maximize the use of existing services such as house arrest, GPS monitoring, and foster care, the detention override rate exceeded 40% in 2020.

To address this challenge, Dakota County acquired a property in May 2022, located in Mendota Heights, MN, with the intention of providing short-term, emergency placement for up to twelve male and female residents aged 12 to 17. Dakota County Community Corrections (DCCC), in collaboration with Dakota County Social Services and Washington County Community Services, entered into a contract with Nexus Family Healing to deliver round-the-clock on-site supervision and support services. Aspen House welcomed their first referral in October 2022.

Aspen House caters to youth facing personal or family crises. Referrals are received from County mobile crisis teams, community corrections, and social services, encompassing referrals from both child protection and children's mental health. The duration of stay varies depending on the complexity of each youth's circumstances, with the facility licensed for placements of up to 90 days.

PEER SUPPORT While compassion and empathy are believed to be necessary for building rapport to work with clients and victims of crime more effectively, research has consistently demonstrated that workers are impacted by their involvement with the traumatic experiences of those they serve. Showing compassion to clients, the very quality that makes workers most effective in their work also makes them most vulnerable to the impact of trauma exposure. Increased awareness of the impact of trauma exposure has also increased the awareness of the need to safeguard the emotional welfare for workers.

A team of fourteen Community Corrections staff were trained in peer support from April 10-11, 2018 from Kirsten Lewis, M.Ed a Probation Officer in Maricopa County, Arizona. On September 29, 2021 the Peer Support Team attended a virtual suicide awareness training. Peer Support is a resource available to provide individual, one-to-one contact between a Peer Support team member and a worker in a confidential, non-judgmental environment to debrief and process personal experiences. The team consists of eighteen trained staff. Peer Support is not a replacement or substitute for mental health services; however, the goal is to reduce stress, manage crises, and provide immediate, short-term assistance.

The Peer Support Team are staff specially trained in peer support services designed to support colleagues during challenging times. Peer Support is a fully confidential resource that provides an immediate intervention by offering company, expressing compassion, validating the experience, normalizing reactions to the event, trauma, or stress, and sharing coping strategies. Peer Support offers an opportunity to talk with a peer who does the job and can uniquely appreciate the impact of stressful events without judgement or the need to fix it.



INCLUSION, DIVERSITY, EQUITY, AND ACCESS (IDEA) Dakota County Community Corrections is committed to IDEA work and continues to expand the ways we engage staff. Authentic Dialogues are structured conversations intended to help participants reflect, explore, and learn more about themselves and others in a supportive environment. Community Corrections falls within the Community Services Division, which partnered to offer additional dialogues and trainings for staff throughout the year.

- COVID's Hidden Toll Video & Guided Discussion examining how the COVID-19 crisis has hit vulnerable immigrants and undocumented workers. The documentary follows the COVID-19 pandemic's invisible victims, including crucial farm and meat-packing workers who lack protections.
- We Need to Talk About Anti-Asian Hate Video & Guided Discussion providing an overview of the history of Asians being discriminated in the US, as well as the current rise in hate crimes against the Asian community regarding the COVID-19 pandemic.
- Tulsa 1921: An American Tragedy Video & Guided Discussion educating staff on the worst massacre on American soil, in Tulsa Oklahoma, as white Tulsans attacked, killed, destroyed, and pillaged their Black neighbors leaving about 300 people dead.
- Victim Impacts and the Effects of Cultural Identity of Domestic Violence, a presentation from 360 Communities.
- Authentic Dialogues – Authentic dialogues were held throughout jury selection and the trial of Derek Chauvin for the murder of George Floyd in Hennepin County.

RESEARCH AND EVALUATION Dakota County Community Corrections has a unit devoted to research, analysis, and reporting. The unit consists of two Program Analysts and a Sr. Program Analyst and throughout the year, compiles statistics for monthly, quarterly, and annual reporting for Department and Divisional senior management and responds to ad-hoc report requests from Supervisors and Management. Additionally, the staff implement data entry standards, collect data, and create reporting structure for major initiatives like the Practice Model and PbS audits, Jail Re-Entry Program, Out of Home Placement tracking and divisional reporting, department budgeting, and specialized and general recidivism reports. The analysts also address and monitor the integrity of the data systems by designing and reviewing numerous data entry audit reports.

CAREER SUCCESS The Career Success Program is a Community Services Division collaborative exposing youth ages 15-18 involved in Community Corrections and/or Social Services to a range of job-hunting skills and career options. Career Success also offers activities youth can document on job applications and discuss in job interviews. Community Corrections and Social Services staffs recruit youth for this voluntary program, concentrating on those who have significant barriers to traditional education and employment success. Participants attend Career Success once per week for three-four hours of classroom work, skill building, site visits, and/or experiential learning. Each Career Success program lasts between six and eight weeks, depending on the curriculum.