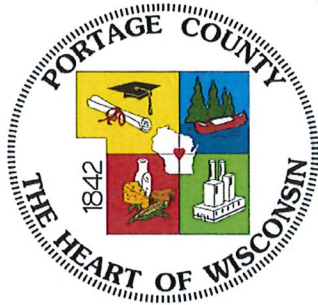




JUSTICE PROGRAMS DEPARTMENT

1462 STRONGS AVENUE, STEVENS POINT, WI 54481
PHONE: 715-346-1342 • FAX: 715-346-1677

TO: Portage County Treatment Court Oversight Committee

FROM: Honorable Judge Patricia Baker, Branch III
Andrea Behnke, Director, Justice Programs Department

DATE: September 3, 2021

AGENDA

Treatment Court Oversight Committee
September 13, 2021 – 2:30 PM to 3:30 PM
Branch III Courtroom, Portage County Courthouse

NOTE: No virtual option will be available.

1. Approval of the minutes from the May 3, 2021 meeting;
2. Treatment Court Stats for 2021;
3. Introduction of new Treatment Court Judge Patricia Baker;
4. Return to Options Lab for Drug Testing;
5. Memo between Health and Human Services and District Attorney's Office;
6. Administrative Discharge Definition;
7. Residential Treatment and Treatment Court Phases;
8. Revised Participant Handbook;
9. Revised Mission Statement;
10. Operational Tune-Up Time Task Plan;
11. Treatment Court Presentations;
12. TAD Grant;
13. Next Meeting is scheduled for November 1, 2021;
14. Adjourn

NOTICE: *A quorum of the Portage County Board of Supervisors or any committee thereof may be present at this meeting.*

Any person who has special needs and plans on attending this meeting should contact the Justice Programs Department as soon as possible to ensure that reasonable accommodations can be made. Telephone 715-346-1334.

MINUTES
Treatment Court Oversight Committee
May 3, 2021

Members Present: Judge Robert Shannon, Nick Griesbach, Josh Ostrowski, Gurdon Hamilton

Members Appearing Virtually: Rob Golla, Danna Hibbard, Steve Rottier, David Ray

Staff Present: Andrea Behnke and Paula Cummings, Justice Programs Department

Others Present: Jamie Kiener, JusticePoint and a Justice Programs Intern

Shannon called the meeting to order at 2:30 pm in Branch II Courtroom.

1. Approval of the Minutes from the February 1, 2021 Meeting

Shannon asked for comments or edits related to the February 1, 2021 minutes and hearing none, declared the minutes approved by consensus.

2. Treatment Court Stats for 2021

Behnke provided the following Treatment Court stats:

- 9 participants
- 1 individual pending admission
- 1 individual referred and under review
- 2 individuals found ineligible
- 2 individuals terminated from the program
- 2 individuals graduated from the program
- 1 individual had an administrative discharge

Shannon provided the following update on participants:

- 3 of the 9 participants are doing well
- 2 participants will be graduating soon: one the end of May and the other in July
- 1 participant is in Phase 4 and will phase up the end of May

Shannon continued the update noting the following:

- 1 participant is in custody on a Probation Hold while awaiting in-patient treatment
- 1 participant is at an in-patient program in Madison, WI
- 1 participant has been placed in a 28-day in-patient program
- 2 participants absconded and warrants have been issued
- 1 participant currently in Phase 1 will phase up next week after perfect compliance and no positive tests
- 1 participant has been terminated and 1 participant is considered administratively discharged due to her death.
- Described the two graduation as a big deal for anyone and the Treatment Team is proud of them

Shannon noted the Treatment Team is experiencing practical problems with identifying opportunities for in-patient treatment. The participant recently placed in-patient in Madison was fortunate to have been given the opportunity to be part of a long-term program because other in-patient programs we have been utilizing are significantly shorter in duration, more condensed, and medically based. When this individual is discharged from the Madison program, they will be detoxified from substance much longer, and the challenge remains to interest the participant to continue efforts toward sobriety. Shannon felt the program provides the best opportunity to start over, as most joining Treatment Court are involved in regular use or continued active use.

Shannon asked Behnke if the referral and pending review individuals have been sentenced, and Behnke replied she was unsure. Shannon stated he would meet these individuals at their first Treatment Court hearing. Shannon noted participants continue to have significant needs, with a shortage of resources, but

described this as being the same all over. At this point, Treatment Court is dealing with what we have to offer, and participant needs are not slowing down. Shannon also mentioned the Wisconsin Association of Treatment Court Professionals (WATCP) conference last week included training opportunities.

Behnke clarified we are not the only Treatment Court with low numbers; most programs are struggling. The WATCP conference also included a speaker on diversity, and Portage County has been invited to be part of a pilot program on diversity. With that, she is a member of the WATCP Equity and Inclusion Committee. The Committee is looking at arrest data, including methamphetamine and heroin numbers. Portage County will give them our jail data as well. She then reminded members that our program is Treatment Alternatives and Diversion (TAD) funded, and because of that, we cannot allow violent offenders in the program. Shannon asked if this was a statutory provision, and Behnke answered it is a grant requirement. She went on to note a flow chart was being developed describing the very complicated Treatment Court entry process. They will also be looking at due process, incentives, and sanctions.

Shannon said Treatment Court Alumni Group members indicated they wish for access to current participants for an orientation, to advise them of group meetings, and to extend an invitation to attend an Alumni meeting. Shannon described the Alumni Group as a tremendously valuable asset; adding, Treatment Court is always interested in ways to support participants. Alumni interaction with current participants will allow them to see and hear from successful graduates who have continued sobriety. Shannon went on to state that participants likely know each other in and out of court. Treatment Team members are supportive of the Alumni Group and support suggestions were made today during the Treatment Team meeting that are being investigated.

3. In progress:

a. Termination Hearing Policy

Shannon noted surprise at the differences in termination policy materials across Treatment Courts throughout the State. He assumed similarity in termination policies and procedures and found that not the case. He described our Treatment Court termination policy as basic, not detailed and in need of a standard review. It is common that Treatment Courts have the initial burden of proof to establish sufficient factors as the basis for a Court decision. He found some counties have agreed upon due process rights and make De Novo determination without relying on a Treatment Team decision, while others do something similar to a Probation revocation proceeding or apply a process like an administrative review. In that case, the Court hears facts and if satisfied, does not substitute its own judgement but rather upholds the Treatment Team decision to terminate. Shannon felt the process to be utilized needs to be determined and our current policy does not answer that.

b. Conditional Jail Policy

Shannon noted he has recently seen sentencing from Branches 1 and 3, where an individual's sentence had been suspended and granted Treatment Court the ability to utilize conditional jail at the discretion of the Treatment Court judge. This has not yet been utilized due to a lack of written policy. Conditional jail is to be utilized for specific reasons, such as immediate dangerous behavior, and used for a short period of time (i.e. 2-3 days). Conditional jail would be utilized not as a punishment, but to redirect an individual's behavior and to remove people from a current situation. Shannon said he anticipates a policy will be proposed shortly and be considered for inclusion in the Treatment Court Policy and Procedures Manual. The other Court Branches understand the need in those circumstances and the ability to utilize this in sentencing as well, without a current policy in place.

c. Administrative Discharge Policy

Behnke noted an Administrative Discharge Policy is not in our handbook at this time. Currently, discharges take place when an individual is not taken out of the program by any fault of their own, but because their Probation is over, or they move. Behnke stated she reached out to TAD staff to determine what Wisconsin considers an administrative discharge but has not heard back to date.

d. Participant Handbook

Behnke stated she is working on simplifying the handbook and received a copy of one from North Carolina that a TAD trainer felt it the best she had seen. A handbook should not be written above a sixth-grade reading level. A new version should be available by the next Oversight Committee meeting.

4. Wisconsin Association of Treatment Court Professionals Equity and Inclusion Committee

Behnke noted this had been discussed today under agenda item #2 above.

Hamilton asked when a participant is discharged from in-patient, do they automatically return as a member of Treatment Court, or must they reapply. Behnke replied individuals return as a current member of Treatment Court. The caveat is when the in-patient stay is 28 days, they are credited with 28 days in Treatment Court, but when it involves a long-term stay, they are not credited with that time in Treatment Court; similar to a pause from Treatment Court. Shannon added that it is the Treatment Team's responsibility to determine if a participant needs an advanced level of treatment. He then noted participant terminations should be rare. When a participant enters in-patient treatment, there is hope for redirection and additional tools to be used toward sobriety.

5. Next Meeting Date is Scheduled for August 16, 2021

Shannon made Committee members aware that Judge Baker may have assumed the duties of Treatment Court Judge by the August meeting. In addition, Judge Baker has agreed to substitute as Treatment Court Judge when necessary and if available. Hamilton offered thanks to Judge Shannon.

6. Adjourn

Meeting adjourned at 3:20 pm.

Respectfully submitted
Paula Cummings
Recording Secretary

Recommended Treatment Court Screening and Assessment For CPS Involved Individual

Date: Click or tap to enter a date.

To: Click or tap to enter a date.

From: Click or tap here to enter text.

Client Name: Click or tap here to enter text.

Client Date of Birth: Click or tap here to enter text.

Client Address (current): Click or tap here to enter text.

Client Phone (current): Click or tap here to enter text.

Current Pending Portage County Criminal Case Number(s): Click or tap here to enter text.

Current Custody Status:

In Custody Yes ☐ No ☐

If yes, reason for being in custody: (i.e. Serving Sentence, Sanction, Bail): Click or tap here to enter text.

If in custody, list current custody location: Click or tap here to enter text.

Reason for CPS Involvement: Click or tap here to enter text.

Substance Abuse Concerns: Click or tap here to enter text.

Why Client is an Appropriate Treatment Court Referral? Click or tap here to enter text.

Wis. Stat. 48.981 3(c)(7) & 48.981 (7)(a) allow for communication between HHS & DA's Office

Created: 6/25/2021

Definition

Administrative Discharge: The discharge of a participant from Treatment Court due to the participant's inability to complete Treatment Court through no fault of his/her own. Examples include, moving out of Portage County or a participant is deceased.

Policy

Residential Treatment and Treatment Court Phases: When a participant enters residential treatment, the participant will not be allowed to "phase up" while in placement. This policy will be explained to the participant prior to entering treatment.

Reason: A participant is placed in residential treatment when a higher level of care is needed as determined by the Treatment Team. Prior to placement, a participant typically has not met the expectations of Treatment Court, i.e. negative urine screens, attending appointments/court hearings, no contact with negative influences, and honesty. Additionally, the participant will not be engaging in Portage County Treatment Court programming that addresses recovery within the community including stringent urine drug screens.

Once the participant has been discharged from treatment, either successfully or unsuccessfully, the participant will be able to resume Treatment Court programming at the phase that the participant had earned prior to placement and will have to complete the phase as required. At the discretion of the Treatment Team, participants may earn incentives (i.e. fishbowl drawings) if the participant completes residential treatment successfully. If the participant is unsuccessfully discharged, the Treatment Team will address that concern as deemed necessary.

Portage County Adult Drug Treatment Court



Participant Handbook

You must take this handbook with you to all appointments.

Important Contact Information

This book belongs to:

My Drug Treatment Court Coordinator: Jessica Lauterbach (715) 346-1935

Treatment Providers: Gary Grote (901) 235-2864 and Colleen Angel at MRTgroups@elmergreen.com

Drug Testing Call-in Number: (715) 779-1044

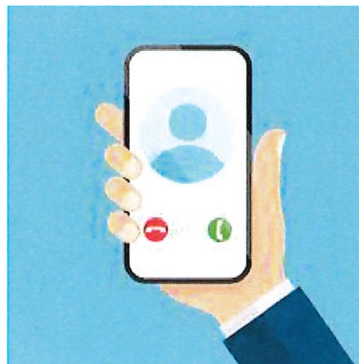
Sponsor/Support Person:

Sponsor/Support Person:



Helpful Phone Numbers

Stevens Point Probation Office	715-346-1250
Portage County District Attorney's Office	715-346-1300
Public Defender's Office	715-345-5382
Portage County Health & Human Services	715-345-5350
Portage County Sheriff's Office	715-346-1400
Plover Police Department	715-345-5255
Stevens Point Police Department	715-346-1500
Portage House	715-346-1436
Portage County Veterans Service Officer	715-346-1310
Portage County Justice Programs	715-346-1342
Portage County Crisis Line	1-866-317-9362
Hopeline	Text "HOPELINE" to 741741
IN AN EMERGENCY DIAL 911	



Welcome!

Welcome to Portage County Adult Drug Treatment Court!

This handbook provides an overview of Treatment Court and requirements for successful completion. We look forward to supporting you in your recovery.

Sincerely,

Honorable Patricia A. Baker

Presiding Treatment Court Judge



MISSION STATEMENT

The Portage County Adult Drug Treatment Court is an integrated and collaborative criminal justice system venture to provide treatment, rehabilitation and accountability to individuals involved in the court system, regardless of and respectful to race or cultural identity, sex, gender identity, ability, and socio-economic class; and to improve the lives of participants, their families and the community.

The Basics

WHAT

This handbook describes the Portage County Adult Drug Treatment Court, our expectations of you, and requirements for your successful completion.

The program has five phases and takes a minimum of 14 months to complete.

WHO

You have been accepted into the Portage County Adult Drug Treatment Court because of your prior encounters with police and your substance use.

HOW

The Portage County Adult Drug Treatment Court is a chance to serve a sentence for your conviction and receive substance abuse treatment instead of going to jail or prison.

WHY

Portage County Adult Drug Treatment Court requirements will help guide and support your recovery and help you learn to:

- * Stop using drugs and alcohol
- * End your encounters with police and the court system



THE TEAM

WHAT

The Portage County Adult Drug Treatment Court team combines court supervision with substance use treatment and is made up of members from the criminal justice system and substance abuse treatment agencies.

HOW

The Portage County Adult Drug Treatment Court team meets before court to discuss participants' progress. Every member of the team supports YOUR success. The team accepts new participants, decides incentives and sanctions, and creates program rules.

WHO

Judge Baker

The Judge supervises your progress through the Drug Treatment Court based on weekly court hearings, team input, and your behavior.

Prosecutor – Jedidiah Dodge

The Assistant District Attorney (ADA) identifies potential Drug Treatment Court participants and shares the information with the team for selection. The ADA attends weekly team meetings and provides input on your progress.

Public Defender – Anne Renc and Max Bergner

The Public Defender (PD) is an advocate for your access to and continued participation in Drug Treatment Court.

Drug Treatment Court Coordinator – Jessica Lauterbach

The Drug Treatment Court Coordinator provides supervision and case management services, attends weekly team meetings, and provides input on your progress.

Drug Treatment Court Technician/Case Manager – Samantha Varga

The Drug Treatment Court Technician assists the Drug Treatment Court Coordinator in providing direct services to potential and existing Drug Treatment Court Participants.

Law Enforcement – Nick Griesbach PCSD and Mike Schultz SPPD

The representative from local Law Enforcement provides the public safety and attends weekly team meetings

Department of Corrections – Becky Raasoch

The Probation Officer provides community supervision, attends weekly team meetings, and provides input on your progress.

Treatment Provider – Gary Grote and Colleen Angel

The Treatment Provider will provide your individualized therapy, group therapy, attends weekly team meetings, and provides input on your progress.

Health and Human Services

The CPS social worker will only be present if you have Child Protective Services (CPS) involvement. The social worker will provide information regarding reason for involvement and on any court ordered conditions.



Phase 1

Phase 2

Phases

Phase 3

Phase 4

Phase 5

Phase 1: Minimum of 60 days

Court

- Attend court weekly
- 14 consecutive days of sobriety

Treatment

- Follow the rules of treatment including meaningful participation in treatment
- Follow the rules of supervision
- Attend weekly office visit with the Drug Treatment Court Coordinator
- Comply with monthly home visits
- Comply with random drug testing
- Complete a minimum of 32 hours of structured time (see page 27)

Phase Up

- Pay fee of \$50
- Complete requirements of Phase 1
- Complete application for Phase 2

1

Phase 2: Minimum of 90 days

Court

- Attend court every other week
- 45 consecutive days of sobriety

Treatment

- Follow the rules of treatment including meaningful participation in treatment
- Follow the rules of supervision
- Attend weekly office visit with the Drug Treatment Court Coordinator
- Comply with monthly home visits
- Comply with random drug testing
- Begin participating in cognitive group (MRT)
 - Participants may begin this group in either Phase 2 or Phase 3. The treatment team will determine when each participant is ready to begin the group.
- Minimum one self-help group per week (i.e. AA, NA, CA, SMART)
- Complete a minimum of 32 hours of structured time

Phase Up

- Pay fee of \$100
- Complete requirements for Phase 1
- Complete application for Phase 3



Phase 3: Minimum of 90 days

Court

- Attend court monthly
- 45 consecutive days of sobriety

Treatment

- Follow the rules of treatment including meaningful participation in treatment
- Follow the rules of supervision
- Attend bi-weekly office visit with the Drug Treatment Court Coordinator
- Comply with monthly home visits
- Comply with random drug testing
- Minimum one contact with sponsor/recovery coach/spiritual advisor per week.
- Minimum three self-help groups (i.e. AA, NA, CA, SMART) or pro-social activities per week.
 - One MUST be a self-help group.
- Create and utilize a Relapse Prevention Plan
- Begin a cognitive group (MRT)
 - Participants may begin this group in either Phase 3 or Phase 4. The treatment team will determine when a participant is ready to begin the group.
- Complete a minimum of 32 hours of structured time

Phase Up

- Pay fee of \$150
- Complete requirements for Phase 3
- Complete application for Phase 4



Phase 4: Minimum of 90 days

Court

- Attend court monthly
- 60 consecutive days of sobriety

Treatment

- Follow the rules of treatment including meaningful participation in treatment
- Follow the rules of supervision
- Attend bi-weekly office visit with the Drug Treatment Court Coordinator
- Comply with monthly home visits
- Comply with random drug testing
- Minimum one contact with sponsor/recovery coach/spiritual advisor per week.
- Minimum three self-help groups (i.e. AA, NA, CA, SMART) or pro-social activities per week.
 - One MUST be a self-help group.
- Participate in a cognitive group (MRT)
- Based upon the individual case plan, engage in:
 - Job or job training
 - Parenting/Family support classes
 - Vocational Training
- Complete a minimum of 32 hours of structured time

Phase Up

- Pay fee of \$200
- Complete requirements for Phase 4
- Complete application for Phase 5



Phase 5: Minimum of 90 days

Court

- Attend court monthly
- 90 consecutive days of sobriety

Treatment

- Follow the rules of treatment including meaningful participation in treatment
- Follow the rules of supervision
- Attend bi-weekly office visit with the Drug Treatment Court Coordinator
- Comply with monthly home visits
- Comply with random drug testing
- Develop a continuing care plan
- Begin work on the Graduation Life Plan
- Minimum one contact with sponsor/recovery coach/spiritual advisor per week.
- Minimum three self-help groups (i.e. AA, NA, CA, SMART) or pro-social activities per week.
 - One MUST be a self-help group.
- Based upon the case plan, maintain:
 - Job or job training
 - Parenting/Family support classes
 - Vocational Training
- Complete a minimum of 32 hours of structured time

Graduation!

- Pay fee of \$250
- Complete Graduation Life Plan
 - Complete Requirements for Phase 5



Graduation

What

A special event that celebrates YOUR recovery and successful completion of the Portage County Adult Drug Treatment Court.

How

You did it!!!! The day of your graduation we will celebrate you and your success. Family and friends are encouraged to attend your special day.

When

To graduate you MUST:

- ✓ Complete requirements for Phase 5
- ✓ Pay fee of \$250
- ✓ Complete Graduation Life Plan

Congratulations!



Alumni Group

What

A support group facilitated by graduates of the Treatment Court program.

When

Days and times may change. Contact the alumni facilitator for information.

Where

The location may change. Contact the alumni facilitator for information.

Who

Current participants in Phase 3 or higher can attend, including all graduates from the program.

How

Attendance at the alumni group can be counted as self-help.





Termination Options

Termination Phase: Minimum of 30 days

A participant may be placed in the Termination Phase following a termination vote by the Treatment Team. Deciding factors can be but are not limited to; new felony charges, safety risk to the community/self or others.

Court

- Attend court weekly

Treatment

- Follow all the rules of treatment
- Must have meaningful participation in treatment
- Follow the rules of supervision
- Attend weekly Case Management sessions with the Drug Treatment Court Coordinator
- Comply with random or court ordered drug testing
- **ZERO POSITIVE DRUG TESTS**
- Follow set curfew
- Minimum two contacts with sponsor/recovery coach/spiritual advisor per week.
- Minimum two pro-social activities per week.
- Minimum four self-help groups per week (i.e. AA, NA, CA, SMART)
- Complete 20 hours of Community Service

Return to Original Phase

- Have a round table with the Treatment Team
- Complete a letter to the Treatment Team stating why you should remain in programming

Immediate Termination

What



You may be removed from Treatment Court

When



1. Any member of the Treatment Team may make a request for termination.
2. Deciding factors can be but are not limited to a new felony charge or a safety risk to the community, self, or others.
3. The request for termination will be talked about at the Treatment Team meeting.
4. After discussion, the Team will vote on the proposed termination. If the majority of the team votes for termination, the participant will be notified of his/her termination from the Drug Treatment Court Program.
5. Participants who are faced with termination are given due process protections that include notice and a right to be heard at a court hearing which can be the regularly scheduled Drug Treatment Court hearing.
6. The Department of Corrections will follow the revocation procedure.

Court

What

Participants attend court based on their phase.

When

Mondays at 1:30 p.m.

Where

Branch III Portage County Courthouse (1516 Church Street, Stevens Point, WI 54481)

Who

Participants, guests, members of the public may attend, supportive friends/family are encouraged to attend.

How

Courtroom Schedule

- **Phase 1: Attend court weekly**
- **Phase 2: Attend court every other Monday**
- **Phase 3: Attend court monthly**
- **Phase 4: Attend court monthly**
- **Phase 5: Attend court monthly**



Courtroom Etiquette

The DO's

- ✓ Do check-in upon arriving to Drug Treatment Court.
- ✓ Do arrive 10 mins early (court starts at 1:30 pm)
- ✓ Do be respectful. Address the Judge as “Your Honor” and stand when the Judge enters the courtroom. Do not argue or speak when the Judge is speaking.
- ✓ Do address Courtroom staff, Drug Treatment Court Team members and other Drug Treatment Court participants with respect.
- ✓ Do remain seated during court
- ✓ Do sit in the designated area of the courtroom as instructed by the Drug Treatment Court Coordinator or other Drug Treatment Court Team member.
- ✓ Participants must wear appropriate clothing while in the courtroom. Appropriate clothing is clean and neat. Clothing is free from holes and tears. Pants will be “dress style”, or dark “dress” jeans. Shirts will be button or pullover, without words on them and in good shape. Well cared for shoes must be worn to court. No flip-flops!



DO

Courtroom Etiquette

The Don'ts

- ✖ Do not approach the bench unless approved by the Judge or asked by the Judge.
- ✖ Do not be under the influence of any alcohol and/or illegal, controlled substance.
- ✖ Do not have food, beverages, or gum in the courtroom.
- ✖ Do not use any electronics during the Drug Treatment Court session.
- ✖ Do not speak during court unless you are speaking to the Judge.
- ✖ Do not sleep during the Treatment Court session.
- ✖ Do not bring children with you to Drug Treatment Court, as they are not allowed in the courtroom during the Drug Treatment Court session, unless previously approved by the Treatment Team.
- ✖ Do not miss Court. If you fail to appear for Drug Treatment Court on your assigned day, a warrant will be issued for your arrest.



DON'T

Incentives and Sanctions

What

Incentives- rewards for meeting program requirements

Sanctions- consequences for not meeting program requirements

When

Incentives or sanctions are given during court

How

Possible Incentives:

- Recognition/Praise by the Judge
- Applause in court
- Fishbowl Drawings
- Medallions for sobriety benchmarks
- Travel privileges
- Phase advancement
- Gift card (movie, food, gas card, etc.)

Possible Sanctions:

- Warnings: verbal or written
- Increased court appearances
- Jail time
- Community service hours
- Loss of travel privileges
- Written assignments for court
- Electronic monitoring

The greatest advantage of speaking the truth is that you don't have to remember what you said.



Court– Do's and Don'ts

DO NOT: Have contact with other Portage County Drug Treatment Court participants outside of court unless the contact is in treatment or support groups.

DO: Follow all laws. You must report any contact with law enforcement. If you have any contact with law enforcement, you must tell law enforcement that you are involved in Treatment Court. Participants are instructed to report all Law Enforcement contact immediately (leave a message after hours) to the Drug Treatment Court Coordinator.

DO: Follow all rules and expectations of probation.

DO NOT: Possess or use drugs or alcohol. Possess means to have alcohol or drugs on your person, in your home or vehicle. You may not have any drugs or alcohol in your residence even if it belongs to another person.

DO: Attend all court sessions and office appointments.

DO: Comply with all requests for drug and alcohol testing.

DO: Fully participate in all treatment as directed by the court.

DO: Comply with all contacts made outside of court including random home visits by law enforcement, probation, and the Treatment Court Coordinator.

DO: Comply with all Drug Treatment Court programming, such as cognitive groups, community-based support groups, community service and payment of all court and program costs.

DO: Complete a minimum of 32 hours a week of structured and approved activities. Document your activities in your weekly Passport and turn in every Friday before noon.

Treatment

Who

Meeting with your group facilitator and individual alcohol and drug counselor.

When

Groups - 2 times per week – all Phases

Individual – 1 time per week – Phases 1 and 2

Individual – Every other week – Phases 3,4,5

What

Assessment completed

Create treatment plan including begin to focus on relapse prevention tools and techniques.

Where

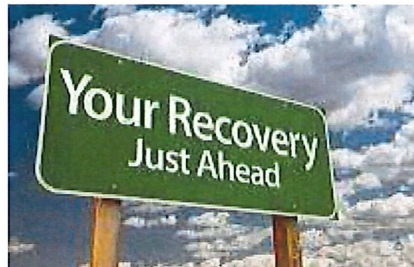
Groups – Annex conference rooms 1 and 2

Individual – Day Report Center

• Medication

Medication Assisted Treatment (MAT) is an option.

Please discuss with your counselor and TC coordinator.



Support Meetings (Self-Help)

What

Support meetings are peer led groups such as Alcoholics Anonymous (AA), Narcotics Anonymous (NA), and Self-Management and Recovery Training (SMART).

How

Choose the meeting time and location that works best for you. Ask the TC coordinator for a list of meetings in the area. YOU MUST SHOW PROOF OF YOUR ATTENDANCE by having the chairperson of the meeting sign your log.

Support Meeting Requirements

- Phase 1: 0 Meetings
- Phase 2: 1 Meeting per week
- Phase 3,4,5: 1-3 Meetings per week (depending on pro-social activities)

Sponsor/Spiritual Advisor Contact Requirements

- Phase 1 and 2: 0 Contacts
- Phase 3 - 5: 1 Contact per week

Additional Required Groups

“Coping with Anger” is an anger management program for those who have problems managing feelings of anger and frustration in an appropriate way.

“Job Readiness” is a program that helps you set work goals, develop good work habits, and covers how to get and keep a job.

“Financial Wellness of Portage County” is a program offered by University of Wisconsin-Extension that educates you on how to plan for the future.

“Breaking the Chains of Trauma” covers several areas of recovery from trauma, including: the definition of trauma, being truly aware and mindful, creating healthy relationships, finding acceptance, and learning the recovery process.

Optional:

“Parenting and Family Values” is designed to help you develop parenting skills and look at values related to family issues and relationships.



Case Management

Who

Meeting with your case manager

When

- Phase 1 and 2: Weekly
- Phase 3 – 5: Bi-weekly

What

Use this time to talk about areas of your life that you may need assistance with such as several living needs, housing, employment, transportation, family, etc. Also discuss any changes such as change in medication, employment, personal relationships, housing, health, etc.

Where

Day Report Center (Basement of Law Enforcement Center
– 1500 Strong's Ave, Stevens Point, WI 54481)



Drug and Alcohol Testing

Why

For you to show progress in your sobriety.

What

You will be tested for drugs and alcohol through urine and saliva.

How

Testing and confirmation are scientifically reliable. You will be tested for many different substances.

When

You will be tested A LOT. Testing is randomly selected. You will be observed by a person of the same sex.

- You are given a phone number to call daily
- You must call everyday between 5 a.m. and 9 a.m.

Where

If you are selected to test, you must report to the Day Report Center (Law Enforcement Center basement – 1500 Strongs Ave, Stevens Point, WI 54481) between 7 a.m. and 11 a.m. to be tested.

Drug Testing

Frequently Asked Questions:

1. What happens if I was late or missed calling in?

You must immediately call and notify the Treatment Court Coordinator or DOC agent and then check in at Day Report Center. If it is within testing hours, you may report and test. If it is after testing hours, you must test the next day regardless of what the testing line states.

2. What if I don't have to go to the bathroom?

You will have 30 minutes to provide a sample.

3. Someone gave me their vape pen and did not tell me that there was THC in it. Now what?

You are responsible for what goes in your body. Never ingest anything you are unsure of what is in it. BE HONEST. Honesty goes a long way.

4. Can I use CBD?

No. All products containing CBD oil and hemp are NOT allowed.

5. Can I drink non-alcoholic beer?

No. Non-alcoholic beer or wine in any form is NOT allowed.

6. What if I do not agree with the test results?

You may ask for a confirmation test to be completed. Be aware that if the test result remains the same, you are responsible for the cost of the test which is approximately \$35.00 per substance tested.

7. Are there any over-the-counter medications I can take?

Pain, Fever or Cough	Advil, Aleve, Aspirin, Ibuprofen, Naprosyn, Tessalon Pearles, Tylenol
Antihistamines	Benadryl and Zyrtec

Rule of 32

What

The Rule of 32 was created for you to learn how you spend your time and to teach you to be productive with your time.

When

With the Rule of 32, we ask that you document your days, including work hours, treatment time, school hours, community service, etc. You will document your time in your “Passport” and **turn in your completed “Passport” every Friday by noon.**

How

Examples include:

Treatment Court (1 hour)

AODA Treatment (group and individual)

Sponsor contact (phone and 1:1 meetings)

Support Group meetings

Step Work

Reading recovery literature (1 hour daily)

Transportation to and from support group meetings (5 hour maximum per week)

Work

Urinalysis testing (15 minutes)

Classes/School

Probation and/or Treatment Court Coordinator office visits or home visits

Applying for a job (15 minutes per application)

Homework (1 hour per week for each credit taken)

Some activities must be pre-approved by the Drug Treatment Court Coordinator before you may count them towards your Rule of 32.



Fees

What

Fees for being in Treatment Court.

When

Fees are determined by phase.

Phase 1: \$50

Phase 2: \$100

Phase 3: \$150

Phase 4: \$200

Phase 5: \$250

You may do community service to be used toward your fees up to \$250 (\$10 per hour x 25 hours = \$250)

How

All fees will be paid by money order or cash to the Portage County Treasurer's office located in the Courthouse (1516 Church St, Stevens Point, WI 54481)



Grievance Procedure

What

If you feel you have been treated unfair or that any of the conditions of your contract agreement have been violated, you have the right to file a complaint using the following procedures.

How

Step 1 - Verbal Discussion

You must ask for a meeting to discuss the matter with the Treatment Court Coordinator as soon as possible after the incident occurs (within 5 days).

Step 2 - Written Complaint

If you do not achieve a resolution in Step 1, you must put the complaint in writing within 5 days after Step 1 and turn the written complaint into the Portage County Justice Programs Director. The Director will make a formal written decision within 7 business days and send it to you.

Lending Library



What

A lending library is available for all participants. All books focus on recovery, self-help, mindfulness, 12-step groups, and children's books assisting adults in speaking with children on incarceration, recovery, etc.

When

At any time.

Where

Books are located in the Day Report Center.

Participant Understanding and Agreement Form

I, _____, have received a copy of the Portage County Adult Drug Treatment Court Participant Handbook. I have read the Portage County Adult Drug Treatment Court Participant Handbook in its entirety. I submit that I understand all information included in the Participant Handbook and that I have no questions at this time. I understand that if at any time I have questions regarding my responsibilities in the Portage County Adult Drug Treatment Court, it is my responsibility to address these questions with the Treatment Team.

Participant Name: _____

Participant Signature: _____

Date Signed: _____

Coordinators Name: _____

Coordinators Signature: _____

Date Signed: _____

Current

Mission Statement

The Portage County Adult Drug Treatment Court is an integrated and collaborative criminal justice system venture to provide treatment, rehabilitation and accountability to drug dependent offenders; and to improve the lives of offenders, their families and the community.

Vision Statement

The Portage County Adult Drug Treatment Court will increase public safety and restore drug dependent offenders to sober, productive community members through the utilization of evidence-based and cost-effective methods.

Proposed

Mission Statement

The Portage County Adult Drug Treatment Court is an integrated and collaborative criminal justice system venture to provide treatment, rehabilitation and accountability to individuals involved in the court system, regardless of and respectful to race or cultural identity, sex, gender identity, ability, and socio-economic class; and to improve the lives of participants, their families and the community.

Vision Statement

The Portage County Adult Drug Treatment Court will increase public safety and restore individuals with a drug dependency to sober, productive community members through the utilization of evidence-based and cost-effective methods.



NDCI

NATIONAL DRUG COURT INSTITUTE

Operational Tune up Time Task Plan

Jurisdiction/State: Portage County, WI Training dates: 7/27-7/28 Program start date: 2017
Contact person: Jessica McCracken and Andrea Behnke Facilitator(s): Mack Jenkins and Joel Kuszynski

Activity	Links/resources	Time frame	Responsible
Coordinator will send monthly updates to stake holders and the team regarding the status of referrals		August, 2021	Jessica McCracken
Educate stakeholders in the community about drug court and eligibility requirements		September, 2021	Andrea Behnke
Update and review DC brochure		September, 2021	Andrea Behnke
Review and revise eligibility requirements to ensure clarity and objectivity	https://www.ndci.org/standards/ Volume 1, (I) – Target Population	September, 2021	Andrea Behnke
Create a survey for terminated participants and those that have absconded	NADCP Exit Interview Example: https://www.ndci.org/resource/sample-documents/	October, 2021	Andrea Behnke
Gather data on the source of DC referrals		October, 2021	Andrea Behnke Jessica McCracken
Explore partnerships with a mental health provider		December, 2021	Andrea Behnke Gary Grote



NDCI

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Operational Tune up Time Task Plan

Discuss changes to referral procedure between public defender and district attorney	<a chart"="" client="" flow="" href="https://www.ndci.org/resource/sample-documents/\" referral="">https://www.ndci.org/resource/sample-documents/\"Client Referral Flow Chart	October, 2021	Ann Renc Max Bergner Jed Dodge
Gather drug offense data and compare to drug court referrals		January, 2022	Andrea Behnke Intern