

**DCCCP Advisory Board Meeting Minutes**  
**February 15, 2017 – 3:30 p.m.**

Board Members Present: Eric Brown, Dawn Deaner, Mike Engle, Donna Grayer, Vince Wyatt, and Tyler Yarbrow.

DCCCP Staff Present: Larissa Burdette, Program Manager

Guest: Dawn Harrington, Executive Director of Free Hearts, a non-profit that provides education, support, and advocacy for mothers, children, and families who are affected by incarceration.

1. Welcome.

Chair Vince Wyatt called the meeting to order and Larissa Burdette welcomed the Advisory Board.

2. Adopt minutes from November meeting.

Dawn Deaner moved that the minutes from the November meeting be adopted. There being no objection, the minutes were approved.

3. 2nd Quarter program review

Larissa reviewed the DCCCP statistics for the 4<sup>th</sup> Quarter and answered any questions from the Board.

Mike Engle inquired as to how someone becomes “inactive.” Larissa explained that a person becomes “inactive” when he is in inpatient care that is not drug court, when he is in jail for a period of time serving a probation violation, or when he absconds.

Donna Grayer noted that there were 49 revocations and inquired as to whether this figure is average, which Larissa notes that it is.

Upon reporting on wages earned, Vince Wyatt observed and Larissa agreed that the wages earned during this quarter are a bit higher than usual.

4. Personnel Changes

**Separations:** Katie Martin

Larissa notes that she is sad to see Katie leave, as she is enthusiastic and good at her job. She resigned for a higher paying job at the airport. Her last day is scheduled to be February 24, 2017. Upon her departure, a CO2 position will then be open.

**Promotions:** None

**Vacant Positions:** Case Officer I position.

Eric Brown inquired about the difference between the CO1 and CO2 positions. Larissa explained the additional responsibilities of the CO2 position, including the responsibility of training the individuals in CO1 positions.

**New Hires:** None

#### 5. Recent changes/developments:

##### New Court Order

The new court order went into effect January 1, 2017 and applies to probationers who have started since 1/1/7.

Larissa told of one situation where one person on community corrections was ordered by the court after 1/1/17 to restart the probation sentence. That person was allowed to restart under the previous court order.

There was a discussion of the difference between the previous court order and the one currently in place. In particular, the new court order provides for the search of offenders when necessary. Mike asked for some background on this provision. Dawn provided the group some history of the previous debate that took place surrounding the issue of searches. Larissa noted that this provision brings the DCCCP order in line with the current probation order. Larissa also noted that this new order did not adopt a firearm carry policy for officers, a provision that was being discussed under the previous Program Manager, but that she does not intend to pursue.

Donna inquired as to whether there are any data concerning the effectiveness of searches for those individuals on probation.

Another change in the new order is that the community service work requirement has decreased from 240 hours to 120 hours.

##### Case Officer 1 Position

Larissa reported that DCCCP is currently interviewing for the Case Officer 1 position. She also notes that she is also interviewing for the CO2 position, though a replacement for Katie Martin won't be approved by Metro until after her departure.

#### 6. Ongoing Projects

Larissa noted that the current DCCCP grant will be up for renewal in 2017. She asked the Board to begin thinking about writing reference letters to be submitted with the

grant proposal. Larissa anticipates that DCCCP will get the new contract in March or early April.

#### 7. New business

Larissa reported that the TDOC audit occurred the week of January 9<sup>th</sup> through the 13<sup>th</sup>, 2017. DCCCP scored 100% in compliance in both fiscal and supervision categories. A final report has not been received. Larissa commended the staff for the 100% score.

#### 8. Closing

Questions/comments from the Advisory Board? Dawn reported that she received an e-mail, in her capacity as an Advisory Board member, from a concerned parent of someone incarcerated in Trousdale County. Larissa indicated that she receives a number of these e-mail and suggested that Dawn pass along the e-mail to her.

The next meeting was scheduled for May 24, 2017 at 3:30.

The meeting was adjourned.