

**Minutes from Adult Redeploy Illinois Oversight Board
Performance Measurement Committee
Monday, March 20, 2017
1:00 p.m. to 2:00 p.m.
At the following public site:
ICJIA, 300 W. Adams Street, 2nd Floor – Small Conference Room, Chicago**

ARIOB members present: Jordan Boulger (for Lavonne Haywood), Lynne Mock (for John Maki), Nate Inglis Steinfeld (for Kathy Saltmarsh)

ARIOB members by phone: Judge James Radcliffe (Ret.)

Non-ARIOB present: Lindsey LaPointe, Laura Scherkenbach, Christine Devitt Westley, Candice Mettel

Non-ARIOB by phone: Katie Pieper, Kimberly Chorney

Welcome and introductions

Lindsey LaPointe called the meeting to order at 1:05 p.m., took roll and facilitated introductions. It was determined there was quorum.

Approval of previous meeting minutes

The minutes from the meeting on March 14, 2017 were not ready to be reviewed.

Cook County HOPE Adult Redeploy Illinois corrective action plan (CAP)

Lindsey provided some background on the issues with the Cook HOPE program relating to a lack of adherence to evidence-based practices (EBPs) and concerns with procedural justice, which were discussed at the 2/14/17 Performance Measurement Committee meeting, as well as the 2/21/17 full ARI Oversight Board (ARIOB) meeting. The ARIOB authorized the committee to approve and oversee a corrective action plan (CAP) addressing these issues. The committee met last week (3/14/17) to review a draft CAP, to which minor changes have since been made. These changes were circulated and additional feedback was gathered.

Lindsey reminded the committee and Cook HOPE staff on the phone that the CAP is a decision-making tool for this committee and the ARIOB. It should also serve as a tool for the Cook HOPE team to provide evidence to the ARIOB of progress made.

The first change was an addition to the “Benchmarks” in Section 1b. related to the development of a policy and procedures manual (PPM). The committee determined that “Submission of a pre-test self-assessment utilizing the fidelity checklist” would be appropriate and helpful in measuring growth and providing comparison during the CAP process.

Language in the CAP was examined and made more specific when necessary, particularly in Section 2a., e.g. “Begin to collect and compile *performance measurement* (added) data and use fidelity checklist.” Lynne Mock provided clarification to Cook HOPE staff that performance measurement data includes ARI’s contractual performance metrics.

The CAP provides prescriptive steps and guidelines for the Cook HOPE team. For instance, Section 1b. states, “Identification of the data points necessary for fidelity checks and a fidelity checklist for use by the program or evaluators.” The committee discussed the need for a sanctions and incentives schedule that is in alignment with a data collection process. These sanctions and incentives can be tracked by “the Probation Officers in PROMIS (Patient-Reported

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Outcomes Measurement Information System) *or other method* (added).” The fidelity checklist will be included in Cook HOPE’s PPM.

Cook HOPE staff also contributed to CAP revisions, such as with the following benchmark in Section 2a: “Submission of information indicating that all involved parties [i.e. Judiciary, State’s Attorney, Public Defender, and Adult Probation] have agreed on the target population, referral process, screening process and screening tools (6/5/17). Katie Pieper shared making the change to broadly listing “Judiciary” for logistical reasons.

ARI staff outlined a reporting timeline and schedule that will align with committee and ARIOB meetings, and funding decisions. Dates include April 17th for submission of quarterly data reports, as well as June 5th for a final approval of the PPM by all team members. The last date is June 12th, with a qualitative e-mail update required from the Cook HOPE project manager. The CAP will conclude June 30th. Renewal funding may be contingent on CAP progress. The committee discussed how to define “progress” and “success” with the CAP. This will most likely involve site visits from ARI staff and the program manager updates.

Cook HOPE staff identified some potential resistance during the CAP process; however, there is team support and motivation to make changes, and the strict dates and guidelines will assist in ensuring accountability. They are in communication with the Swift, Certain & Fair Resource Center and will be conducting a full-day workshop on April 7th.

Nate Inglis Steinfeld made a motion to approve the CAP with the discussed changes. The motion was seconded by Lynne Mock. Jordan Boulger abstained. All in favor, none opposed. Motion passed, CAP approved.

Old Business/New Business

The next PMC meeting will be scheduled after the April 17th data submission by Cook HOPE.

Adjournment

Lynne Mock made the motion to adjourn, seconded by Nate. All in favor, none opposed.

Meeting adjourned at 1:54 pm.

(Approved 4/25/17)