



# ADULT REDEPLOY ILLINOIS

## MINUTES

### ADULT REDEPLOY ILLINOIS OVERSIGHT BOARD PERFORMANCE MEASUREMENT COMMITTEE

Wednesday, May 10, 2017, at 10:00 a.m.  
ICJIA, 300 W. Adams Street, Suite 200, Small Conference Room  
Chicago, Illinois 60606

#### Welcome and Introductions

Lindsey LaPointe called the meeting to order at 10:00 a.m. and took the roll.

ARIOB Member Attendance	Present	Telephone	Absent
Walter Boyd			X
Kathy Starkovich for Pat Hayden		X	
Jordan Boulger for Lavone Haywood	X		
Lynne Mock for John Maki	X		
Nate Inglis Steinfeld for Kathy Saltmarsh	X		

Also in attendance were:

Megan Alderden, ICJIA Research Director  
 Kimberly Chorney, Cook ACT Project Manager (Telephone)  
 Mary Ann Dyar, ARI Program Director  
 Lindsey LaPointe, ARI Program Manager  
 Katie Pieper, Cook HOPE Project Manager (Telephone)  
 Hon. James M. Radcliffe (Ret.), Associate Director, Lawyers Assistance Program (Telephone)  
 Lorena Roque, Office of the Chief Judge, Circuit Court of Cook County (Telephone)  
 Laura Scherkenbach, ARI Policy and Project Coordinator  
 Hon. Thomas Sumner (Ret.), ARI Technical Assistance Provider (Telephone)

It was determined there was quorum. Committee Chair Nate Steinfeld provided an overview of the meeting.

#### Approval of Previous Meeting Minutes

Committee members reviewed the minutes from the last Performance Measurement Committee meeting on April 25, 2017. Lynne Mock requested deletion of the following: “She is assisting Lily Gleicher from R&A with a workshop on implementation science, which will include discussion of logic models and performance metrics.” Jordan Boulger moved to approve the minutes with the change Dr. Mock requested. Dr. Mock seconded the motion. Motion passed by unanimous vote.

#### Update on Data Review and Performance Measurement

Dr. Mock reminded the committee that data collection began in 2011. The data review process includes creating a data dictionary, examining data for completeness, determining effectiveness in answering research questions, and measuring different performance metrics. These metrics stem from the Crime Reduction Act and mandatory elements of evidence-based practices. Dr. Mock said she is using the DuPage County Intensive Supervision Probation with Services (ISP-S) model as a pilot. She said she has explored the county's data collection for missing data and data categories, such as client characteristics, criminal history, assessment data, outcomes, monthly visits and phases, Level of Service Inventory – Revised (LSI-R) risk scores, technical violations, and sanctions.

Dr. Mock said she had created more than 20 tables with different data aspects, a document to summarize the findings, and an audit log so that the findings may be validated by a third party. Dr. Megan Alderden, ICJIA Research Director, is assisting Dr. Mock in translating the numerous data points into a readable product. Dr. Mock noted that a timeline of completion is in process, and the committee will provide feedback once the data is reviewed. Data review should be done in mid-July. Mary Ann Dyar asked Kathy Starkovich with whom Dr. Mock may consult at DuPage about the data. Ms. Starkovich said she, Darlene Bearden, and one of the long-standing officers in the department could be consulted.

Judge Sumner joined the meeting by phone at 10:19 a.m.

Dr. Alderden reminded the committee of the importance of scheduling committee meetings aligned to the data collection process. Ms. LaPointe noted that this is also dependent on funding timelines and deadlines related to state fiscal year 2018 grant paperwork.

Judge Radcliffe joined the meeting by phone at 10:26 a.m..

Mr. Steinfeld asked if any sites were at risk of not meeting their reduction goals. Ms. LaPointe said both DeKalb and Kendall counties were delayed due to the Administrative Office of Illinois Courts problem-solving court certification process. McLean County also is at risk due to November re-enrollment. The county received a prorated reduction goal.

**Action Item:** ARI staff will provide Mr. Steinfeld with information on sites that may not meet their SFY17 reduction goals for use in the upcoming ARIOB meeting.

Committee members returned to the discussion regarding sensitivity to the timing of data submission, collection, and presentation at committee meetings. Dr. Alderden suggested either reporting to the committee on the previous quarter's information or providing more time between site data submission and Board meetings. Dr. Alderden shared hopes for process automation, such as automatic submission of quarterly data reports, which will require a multi-strategy plan and collaboration with the Illinois Department of Innovative Technology.

**Action Item:** ARI and ICJIA research staff will consult with Ernst Melchior, ICJIA Computer Support Specialist, regarding bridging and automating the data collection process.

Committee members then discussed online survey options for data collection and analytics and how to best use technology for ARI.

### Update and Discussion on Cook HOPE ARI Corrective Action Plan Progress

Mr. Steinfeld opened the discussion on Cook HOPE's Corrective Action Plan, commending the staff of Cook HOPE for their diligent work. Ms. LaPointe briefed the committee on materials submitted by the Cook HOPE team. All required materials were submitted on time, she said. Ms. Pieper shared appendices to the Policy and Procedures Manual also are being drafted. Dr. Mock provided some feedback and asked a few questions regarding spelling out acronyms, "radar status," and the rationale of extending jail stays from three to seven days. Ms. Pieper noted that Cook HOPE staff continue to consult with the Swift Certain Fair Resource Center on incentives and graduated sanctions. They will continue to track that data. Mr. Boulger recommended including acronyms in a glossary in the appendices. Ms. Pieper shared that there has been a noticeable effort by Cook HOPE staff to use non-custodial sanctions. She also notified the committee on upcoming trainings, including one with Anixter Center on assisting clients with developmental delays.

Ms. Dyar noted the amount of written documentation required by participants and asked if there would be accommodations for individuals with low literacy levels. Ms. Pieper noted collaborations with the Office of the Public Defender but said she would appreciate any other resources to help clients understand the technical legal language often used in the program. Ms. Pieper also requested assistance with the fidelity checklist and feedback on the most effective format.

**Action Item:** Cook HOPE staff will share experiences from Anixter training on developmental delays. ARI staff will connect Cook HOPE staff with literacy organizations, as well as the Center of Excellence for Behavioral Health and Justice for future trainings.

**Action Item:** Dr. Alderden and Dr. Mock will work with Cook HOPE staff on the fidelity checklist providing assistance on modifications and implementation.

Committee members, ARI staff, and Cook HOPE staff shared agreement on continuing the Corrective Action Plan to strengthen feedback loops, increase fidelity, and raise accountability.

### Old Business and New Business

Mr. Steinfeld suggested Dr. Mock look to ARI's strategic plan and previous meeting minutes to generate research questions.

Ms. LaPointe asked the committee for feedback on how to best modify the Corrective Action Plan (CAP) and CAP reporting timelines. Committee members agreed to delegate that responsibility to ARI staff.

**Action Item:** ARI staff will create an updated Corrective Action Plan progress report timeline after the next ARI Oversight Board meeting.

### Meeting Adjournment

Mr. Boulger moved to adjourn the meeting. Dr. Mock seconded the motion. The motion passed by unanimous vote. The meeting adjourned at 11:31 a.m.

**(Approved 6/14/17)**