

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

Members Present: Diana Brady, Dawn Deaner, Mike Engle, Donna Grayer, Charlotte Mann, Lonnell Matthews, Kevin McGee, Alyssia Overby, Vince Wyatt, Tyler Yarbrow

DCCCP staff present: Larissa Burdette

1. Welcome.

Vince Wyatt called the meeting to order. Larissa Burdette introduced new member to the Advisory Board, Alyssia Overbey

2. Adopt minutes from May meeting.

Dawn Deaner moved to approve the minutes from the May meeting. The motion was seconded and all voted in favor to approve the minutes.

3. 4<sup>th</sup> Quarter; Annual program review

Larissa then proceeded to a review of the 4<sup>th</sup> Quarter program statistics. Dawn inquired if there was anything exceptional about this quarter and Larissa responded that there is not. Larissa did note that she went back to 2003-2004 figures and observed that there were 411 intakes that year, so the intake numbers are down somewhat, but not dramatically. Dawn noted that, in general, numbers of arrests and the jail population in Davidson County are down overall, so that may explain the decrease.

Larissa explained that DCCCP collects \$15 in supervision fees. DCCCP tries to avoid waiving the supervision fees because the funds collected from these fees go to repay the grant. If this payment is not paid by supervision fees, the program would have to dip into other parts of the budget. A judge can waive the supervision fees and Case Officers have discretion to do so as well, but this discretion is exercised very rarely. Larissa then explained the mechanics for how DCCCP participants pay these fees. It is noted that if there is an outstanding balance at expiration of probation and parole, voting rights cannot be restored.

4. Personnel Changes

**Separations:**

Corey Ramsey resigned 7/19/17. He is going on a mission trip with church for 2 years to Brazil to set up rehab center. Mr. Ramsey had been assigned to Div 4. This position has not yet been filled.

**Promotions:**

None

**Vacant Positions:**

Case Officer 1

**New Hires:**

None

5. Recent changes/developments:

Eric Brown is no longer on the Advisory Board and Eric Evans will take his place after he is confirmed at the Metro Council meeting on September 5, 2017. He works with 413 Strong.

Charlotte Mann's term expired in 2016 and she needs to be reappointed.

Tyler Yarbro's slot expires August 31, 2017.

Mike Engle has been appointed to the State Sex Offender Registration Board as a representative of Community Corrections.

6. Ongoing Projects:

Due to new requirements in the Community Corrections standards, the DCCCP policy and procedure manual will change slightly. These new standards are required as a condition of the DCCCP grant.

Larissa updated a report from the last meeting that the new grant requires a change in DCCCP's assessment tool and treatment curriculum. DCCCP staff has not been trained for program yet. It was slated to be in place on 7/1/17, but it could not be implemented without the staff being trained. In addition, DCCCP does not have access to certain necessary TDOC programs because of Metro firewalls

7. New business:

As of January 1, DCCCP will be using a new assessment tool called the Strong R. The Advisory Board then engaged in a discussion of differences between the LSCMI tool and the Strong R assessment tool. The Strong R has a different focus and may be administered only once a year.

8. Closing:

- Questions/comments from the Advisory Board.

The Advisory Board then engaged in a conversation about whether DCCCP staff has been contacted by ICE/INS for list of names and demographic information for everyone on the program. According to Larissa, it did happen, but, following the intervention of Trial Courts or Metro Legal, DCCCP has not had to provide any information.

The next meeting was scheduled for November 29, 2017 at 3:30.