

## Court Alcohol and Drug Program Advisory Committee

### Meeting Minutes

May 21, 2021

#### I. Call to Order

Judge Bardach called the meeting to order at 1:01pm. Members participating via Zoom included Judge Bardach, Judge Martin, Judge McCord, Magistrate Weiberg, Ms. Kristin Fee, Mr. Jeff Skaggs, and Mr. Anthony Williams. IOCS staff present included Mr. Chris Biehn, Ms. Catherine Bowie, Ms. Lindsay Carter, Ms. Diane Haver, Ms. Janelle Johnson, Ms. Diane Mains, Ms. Lora Moeller, Mr. Brayton Scott, and Mr. David Sexton.

#### II. Approval of November 20, 2020 Meeting Minutes

The November 20, 2020, meeting minutes were presented. Members of the committee unanimously approved the meeting minutes.

#### III. Certification Report

Mr. Chris Biehn reported that since the last committee meeting, IOCS has completed the four-year recertification process for six (6) programs. The counties included Dubois, Jay, Harrison, Montgomery, Martin, and Marion. Mr. Biehn also reported that since our last committee meeting, IOCS completed the partial recertification process for three (3) programs. The counties that are pending file review include Bartholomew, LaGrange, and Noble. Jay Superior Court Substance Abuse Program (A&D Program) is planning to close by the end of May 2021.

#### IV. Education Subcommittee Report

Ms. Catherine Bowie discussed the recent, virtual Justice Services Conference held in April 2021 and reminded the committee of the additional on-demand/webinar-style trainings that will be offered throughout the remainder of the year. Ms. Bowie reported that IOCS hopes to return to an in-person conference next year. The next A&D Staff Orientation is scheduled for September 30<sup>th</sup>. Substance Abuse Characteristics trainings are currently being offered on-demand.

#### V. Court Alcohol & Drug Program Rule Revisions

- Comments and next steps

Ms. Diane Mains reported on the public comments to the proposed rule revisions. There were four (4) comments submitted. Three (3) program directors and a Chief Probation Officer provided comments.

One comment indicated there was an unchanged definition as it relates to the minimum hourly requirement of fifteen (15) hours per quarter for a “professional staff member.” The committee unanimously supported a definition change, which Ms. Mains will facilitate.

Another comment indicated there is not a process for reinstating certification if the fifteen (15) hours per quarter requirement is not met. Ms. Mains detailed the reinstatement process for a lapsed certification, as it is outlined in Sec. 30(f). Mr. Anthony Williams noted that he felt Sec. 30(b)(12) covered the issue of a loss of certification. Ms. Mains agreed with Mr. Williams that that process could cover the situation, but that under the current language, there may be situations where individuals may need to reinstate their certification without having submitted a waiver request. Ms. Mains will add language referencing the existing section as a clarification.

Another comment asked whether the fifteen (15) hours per quarter requirement included assessments only or if case management is also included, in order to maintain the CSAMS credentials. Ms. Mains reported that all certified A&D services apply to the fifteen (15) hours per quarter requirement.

Another comment, submitted by Mr. Williams, expressed concerns about the removal of the required trainings from the rules. Ms. Mains reported that those trainings will continue to be incorporated into staff orientation. Mr. Williams noted that as long as the previously required trainings are being provided to staff, he has no further concerns.

The final comment asked whether there would be approval of distance education and what parameters may be in place moving forward. Ms. Mains reported that there have been discussions in the past about whether education requirements should be relaxed. Those discussions did not result in any action taken by the committee, but Ms. Mains noted that this might be a good time to revisit that discussion. Judge Bardach asked whether we anticipated as much distance education moving into this upcoming year as had been done in the last year due to COVID-19. Ms. Mains reported that she anticipates a continuation of distance education due to the convenience, time, and financial savings. Judge Bardach opened the conversation on distance education. Mr. Williams noted that due to the pandemic, program directors are now more open to virtual education. He continued that he does not believe that a change to the rules is necessary, but more education for program directors could be helpful. No further action was taken by the committee.

- Administrative change – Section 29(c)  
Ms. Jamie Bergacs requested that the change in the hourly requirement also be added to Sec. 29 – Personnel Management. Ms. Mains explained that this change is asking program directors to keep records pertaining to the fifteen (15) hours per quarter requirement. Judge Bardach asked whether that change needed to be included in specific language or if it fell under the existing Sec.

29(c). Ms. Mains deferred that question to the committee. Mr. Williams noted that documentation is already covered by Sec. 30(b)(10). No further action was taken by the committee.

VI. Recovery Works – DMHA certification or IPLA licensure

Mr. Chris Biehn discussed a recent question from Ms. Susan Allen regarding IPLA licensures and their potential equivalency to DMHA certifications. Mr. Biehn reported that DMHA is still the certifying agency for mental health services in the State of Indiana. Agencies that are only providing peer recovery services can be certified through IPLA. However, IPLA does not show up on DMHA's approved accreditation list.

Ms. Diane Mains added that she was not sure if the change in law regarding Recovery Works was temporary or permanent, so she is leery of relying on that change. Ms. Mains reported that from an IOCS perspective, DMHA certifications would still be required.

Mr. Anthony Williams noted that he feels that programs are caught in a difficult situation because the requirement for clients to be referred to a DMHA certified provider can create a financial burden. Ms. Mains responded that while she wishes that IOCS could be more flexible, the response from DMHA would indicate that their position as the accrediting agency is law.

Judge Bardach asked if any action needed to be taken. Mr. Biehn noted that this was just a matter for clarification. No further action was taken by the committee.

VII. Other Business

Mr. Chris Biehn presented a question regarding the need to obtain actual signatures on treatment forms. Ms. Diane Mains responded that she has not heard of any change and that she believes that signatures may be electronic instead of solely in-person. Ms. Mains will provide an update at the next committee meeting.

VIII. Adjourn

Judge Bardach adjourned the meeting at 1:43pm.

**2021 Meeting Dates (1:00pm - 3:00pm):**

Friday, August 20th

Friday, November 19th

## Court Alcohol and Drug Program Advisory Committee

### Meeting Minutes November 19, 2021

- I. Call to Order  
Judge Martin called the meeting to order at 1:01pm. Members participating via Zoom included Judge Bradley Jacobs, Judge Dena Martin, Judge David McCord, Judge Carrie Stiller, Judge David Zent, Ms. Kristin Fee, Mr. Jeff Skaggs, and Mr. Anthony Williams. IOCS staff present included Ms. Jamie Bergacs, Ms. Catherine Bowie, Ms. Diane Haver, Ms. Janelle Johnson, Ms. Rachael McKee, and Ms. Lora Moeller.
- II. Approval of May 21, 2021, Meeting Minutes  
The May 21, 2021, meeting minutes were presented. Members of the committee unanimously approved the meeting minutes.
- III. Introduction of New Members  
Judge Martin asked members of the committee to introduce themselves and also introduced the new members of the committee. The new members included Judge Dena Martin, as the new chair of the committee; Judge Carrie Stiller; and Judge J. Zach Winsett (not present).
- IV. Certification Report  
Ms. Jamie Bergacs reported that since the last committee meeting, IOCS has completed seven (7) recertification visits and has granted twelve (12) four-year recertifications.
- V. Education Subcommittee Report  
Ms. Catherine Bowie reported that the subcommittee is in the process of reviewing the sixteen (16) hour Get Smart education curriculum that was submitted by Tippecanoe County. The subcommittee is also looking at enhancing the A&D Staff Orientation training, following the recent rule changes, and developing a study guide for the CSAMS exam. The next A&D New Director Orientation is scheduled for February 9<sup>th</sup>. The next A&D Staff Orientation is scheduled for April 7<sup>th</sup>. The Justice Services Conference is scheduled for May 4-6<sup>th</sup>.
- VI. A&D Evaluation Proposal  
Ms. Jamie Bergacs reported that IOCS participated in a roundtable discussion at the Fall Indiana Coalition of Court Alcohol and Drug Services (ICCADS) Conference, where the following question was presented: “With the increasing popularity of Problem-Solving Courts and Pre-Trial Programs, Court Alcohol and Drug Programs can feel left out and/or underappreciated. What suggestions do you have for our Programs to become more active in the Criminal Justice world?” Ms. Bergacs reported that IOCS has discussed this concern and would like the committee’s thoughts on IOCS conducting an evaluation of A&D Programs. The evaluation

would be funded by IOCS, would be voluntary, and would be limited in number, to no more than five to seven programs. Programs interested in participating would need to apply and the selection process would likely be based on availability and accessibility of data and whether a previous evaluation has been conducted. Positive results could help support the continued need for A&D Programs and identify specific technical assistance (TA) and training needs.

The A&D Directors present on the call discussed their thoughts on conducting an evaluation. The Directors requested that IOCS present this question to all A&D Directors throughout the State. IOCS will submit a Wufoo survey to all A&D Directors and will present the results at our next meeting.

VII. 2022 Meeting Dates & Platform

Judge Martin presented the proposed 2022 meeting dates. Members of the committee had no objections to the meeting dates.

Judge Martin opened a discussion on potentially holding a couple of the 2022 meetings in person. Members of the committee discussed concerns of the travel time necessary for what have been, historically, shorter meetings. Members of the committee had no objections to continuing to hold the meetings via Zoom.

VIII. Other Business

Mr. Jeff Skaggs presented a discussion on the committee's boosted support of certified transitional housing programs. Mr. Skaggs reported that locally, in Harrison County, outpatient treatment programs were insufficient and that transitional/residential programs are a necessity. Members of the committee discussed their shared concerns. Ms. Rachael McKee discussed the recent legislation that transitioned the certification process of these programs from Indiana Affiliation of Recovery Residences (INARR) to the Division of Mental Health and Addiction (DMHA). Ms. McKee will gather some additional information regarding this transition and will request that a representative from DMHA present at our next meeting.

IX. Adjourn

Judge Martin adjourned the meeting at 1:36pm.

**2022 Meeting Dates (1:00pm - 3:00pm):**

Friday, February 18<sup>th</sup>

Friday, May 20<sup>th</sup>

Friday, August 19<sup>th</sup>

Friday, November 18<sup>th</sup>