

**TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
AUGUST 10, 2010**

The Tippecanoe County Council met at 8:30 a.m. on August 10, 2010 in the Tippecanoe Room in the County Office Building. Council members present were: President Andrew S. Gutwein, Vice-President Roland K. Winger, Jeffrey A. Kemper, John R. Basham II, and Kevin L. Underwood. Others present were: Auditor Jennifer Weston, Attorney Doug Masson, and Secretary Kay Muse. Absent were: Council members Betty J. Michael and Kathy Vernon.

Councilmember Gutwein called the meeting to order and led the Pledge of Allegiance.

APPROVAL OF MINUTES

- Councilmember Kemper moved to approve the minutes of the July 13, 2010 regular meeting, second by Councilmember Winger; motion carried.

AUDITOR'S REPORT—*Jennifer Weston*

Auditor Jennifer Weston stated that the year began an uncommitted fund balance of \$472,982.50. There have been requested appropriations of \$260,261 with \$72,039 granted appropriations. Requested appropriations for the month of August are \$94,600 and reduction request total \$54,600, with the possible exception of any tabled items. Removing miscellaneous expenditures of \$2,540.63 the uncommitted funds balance is \$398,402.87. Ms. Weston added that there is a correction to the account balance list of the Superior Court III budget; it should initially read \$180,000 and spent \$41,984 as of July 31, 2010.

Beginning Net Balance	\$472,982.50
Total Additional Appropriations	\$ 72,039.00
Total Budget Reductions	\$ 0.00
Miscellaneous Expenditures (to date)	<u>\$ 2,540.63</u>
Uncommitted Funds	\$398,402.87

TREASURER'S REPORT—*Bob Plantenga*

Treasurer Bob Plantenga said that total interest went up approximately \$10,000 for the month of June. This is attributed to the settlement money that the County still had on hand. The General Fund gained a small amount of interest. The board of finance approved the cash management contracts in early July. Until that point, no funds could be moved, but by mid-July, most of them had been transferred to the new banks. The June report shows that \$61,000,000 in property tax was distributed that will reflect a drop in the upcoming July interest report. The interest rates remain unchanged. EDIT landfill funds have been moved to Smith and Barney and the weighted average rate on these funds is up slightly.

PUBLIC COMMENT—*agenda items*

None

SUPERIOR COURT I

General Fund 001 Transfer

Councilmember Kemper stated that Judge Williams and his bailiff Angie Thompson were unable to attend today's meeting. He went on to say that he has spoken with them and is satisfied with the detail

they provided in reference to today's request. This requested appropriation will allow Superior Court I to bring outstanding bills current. Guidelines for requesting a pauper attorney are being reviewed.

Councilmember Gutwein stated that he would abstain from this vote due to the possibility that some of those bills are due to his firm.

Additional Appropriation \$30,000

\$25,000	Court Expense / Pauper Attorney
\$ 5,000	Court Expense / Evaluation Services

- Councilmember Kemper moved to approve the additional appropriation for Superior Court I as presented, second by Councilmember Underwood, Councilmember Gutwein abstained; motion carried.

SUPERIOR COURT IV
General Fund 001

Councilmember Gutwein said that Judge Donat is moving funds within Superior Court's accounts.

Transfer \$500

\$ 500	Office Supplies to Judge Pro Tem
--------	----------------------------------

- Councilmember Kemper moved to approve the transfer as presented, second by Councilmember Underwood; motion carried.

SUPERIOR COURT VI
Court Interpreter "B" Grant 549

Councilmember Kemper stated that the grant will fund interpreter fees for Superior Court VI. Adding that this grant may not be renewed, but should be utilized as long as it is available.

Grant Appropriation \$8,749

\$ 8,749	Court Expense / Court Interpreter
----------	-----------------------------------

- Councilmember Kemper moved to approve the grant appropriation as presented, second by Councilmember Underwood; motion carried.

SUPERIOR COURT III
General Fund 001 Reduction

Superior Court III requested to table this item until the September meeting.

Reduction \$54,600

\$54,600	Administrative / Other Professional Services
----------	--

- Councilmember Basham moved to table this item as presented, second by Councilmember Winger; motion carried

CARY HOME
General Fund 001

Cary Home requested to table this item until the September meeting.

Additional Appropriation \$54,600

\$ 9,600	Travel Expense / Travel & Training
\$ 45,000	Administrative / Other Professional Services

- Councilmember Winger moved to table this item as presented, second by Councilmember Kemper; motion carried.

PROSECUTOR–Pat Harrington
IFSSA Adult Protective Services Grant Fund 252

Prosecutor Harrington noted that this fund was created because of a wording change at the federal level, adding everything else remains unchanged in order to fund the operations of Adult Protective Services. Tippecanoe County is the hub for adult protective services in eight counties.

Grant Appropriation \$132,660

\$81,398	Salaries & Wages / Full Time
\$16,761	Salaries & Wages / Part Time
\$ 7,500	Social Security
\$ 5,902	Retirement / PERF
\$ 500	Office Expense / Office Supplies
\$ 500	General Operating / Miscellaneous
\$ 1,000	Training Costs / Travel and Training
\$ 850	Utilities / Cellular Phone
\$ 1,000	Automotive Expense / Maintenance
\$ 2,000	Automotive Expense / Gasoline & Oil
\$ 500	Equipment / Vehicles Plated
\$13,150	Insurance Benefit / Health
\$ 274	Insurance Benefit / LTD
\$ 186	Insurance Benefit / Life
\$ 1,140	Insurance Benefit / Workers Compensation

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Underwood; motion carried.

Salary Statements

Prosecutor Harrington presented the following salary statement for approval.

Salary Statement

Investigator	\$38,261 per year
Investigator–APS Supervisor	\$41,914 per year
Part Time Clerical	Up to \$15.00 per hour

Prosecutor Harrington stated that he inquired about the “up to” amounts for the part-time clerical position with other departments and this amount is line with other departments in the County.

- Councilmember Winger moved to approve the salary statement as presented for Fund 252, second by Councilmember Underwood; motion carried.

Prosecutor Drug Enforcement Fund 257

Prosecutor Harrington stated that the source of funds come from confiscated items. This appropriation will pay for the lease on the building that is occupied by the Drug Task Force

Additional Appropriation \$11,300

\$11,300	Buildings / Building Lease
----------	----------------------------

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Underwood; motion carried.

Pre-trial Diversion Fund 260

Prosecutor Harrington reported that, due to the amount of cases at this time, investigators are accruing overtime. This appropriation will make funds available without impacting the General Fund.

Transfer \$17,250

\$ 15,000	General Operating / Miscellaneous to Overtime
\$ 1,150	General Operating / Misc to Social Security
\$ 1,100	General Operating / Misc to Retirement/PERF

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Kemper; motion carried.

Councilmember Basham asked Prosecutor Harrington about the source of funds for the Diversion Fund 260. Prosecutor Harrington stated that those funds are from first time offenders of public intoxication, minor consumption, and possession of marijuana. Under Indiana law, first time offenses can be diverted if they pay a diversion fee and court fees. The amount of the funds varies depending on the amount of fees collected.

Federal Drug Forfeiture Fund 263

Prosecutor Pat Harrington said that forfeitures come to the County through the federal government, noting that federal guidelines must be followed. These funds are used to purchase equipment and support training for the Drug Task Force and other law enforcement agencies.

Additional Appropriation \$5,700

\$ 5,700	General Operating / Misc
----------	--------------------------

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Winger; motion carried.

PROBATION**Juvenile Probation User Fee Fund 511**

Chief Probation Officer Kipp Scott stated that this is a transfer from the Superior Court III budget to the Juvenile User Fee Fund for the Intake Center part-time staff. Auditor Weston asked that this amount be budgeted for 2011 in the appropriate funds so this same action would not be needed again next year.

Additional Appropriation \$41,984

\$39,000	Salaries & Wages / Part Time Other
\$ 2,984	Social Security

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Underwood; motion carried.

PUBLIC DEFENDER**General Fund 001**

Councilmember Kemper said the Public Defender runs short on funds at this time of year and asked Auditor Weston the availability of funds in the User Fee Fund 555. Auditor Weston stated that the public defender does not have a budget for that fund at this time, making the availability the \$24,000 balance.

Transfer \$8,000

\$8,000	Salaries & Wages / Part Time Other to Administrative / Other Professional Services
---------	---

- Councilmember Kemper moved to approve the transfer as presented, second by Councilmember Underwood; motion carried.

Additional Appropriation \$10,000

\$10,000	Administrative / Other Professional Services
----------	--

- No Action Taken

User Fee Fund 555**Additional Appropriation \$10,000**

\$10,000	Administrative / Other Professional Services
----------	--

- Councilmember Kemper moved to approve the appropriation as presented, second by Councilmember Basham; motion carried.

CASA**CASA VOCA Grant 10/11 Fund 505****Grant Appropriation \$25,959**

\$24,115	Salaries & Wages / Part Time
\$ 1,844	Social Security

- Councilmember Kemper moved to table the request from CASA until the September meeting, second by Councilmember Winger; motion carried.

Salary Statement

Volunteer Supervisor Up to \$15.00 per hour

- Councilmember Kemper moved to table the request from CASA until the September meeting, second by Councilmember Winger; motion carried.

(This item was removed from the table and resolved later in the meeting.)

COURT SERVICES

Indiana Judicial Center (IJC) Change Company Scholarship Grant Fund 572

Lisa Smith stated that is a grant request that is highly endorsed by the Indiana Judicial Center. Court Services will make the match. This will fund workbooks and training for a class that is facilitated by Court Services. Lisa Smith stated that documentation for lodging and conference fees has been submitted.

Grant Appropriation

\$ 660	Training Costa / Conference Registrations
\$ 117	General Operating / Mileage Reimbursement
\$ 702	Training costs / Lodging

- Councilmember Kemper moved to approve the appropriation as presented, second by Councilmember Winger; motion carried.

AREA PLAN–Sallie Fahey

Carroll Rural Transportation Grant Fund 403

Director Sallie Fahey stated that every community in the United States that has a population of over 50,000 is required to do transportation planning under the guidance of the highway administration. The governor of every state designates Metropolitan Planning Associations (MPA’s) and Area Plan Commission has had that designation since the 1970’s. Metropolitan communities have transportation services available to them however; communities and counties that do not meet those requirements do not. The Federal Highway Administration and INDOT are working to provide that planning to those communities. INDOT has developed a fund called the Small Urban and Rural Program and after lengthy negotiations, an agreement was reached to provide those communities with transportation planning. Area Plan applied for funding through INDOT and approved for \$39,800. This will be for the initial work in Carroll County adding that the 20% match of \$7,960 will be met by Carroll County. Carroll County will be invoiced once for the entire year and this fund will serve to keep those funds separate from Tippecanoe County funds.

Grant Appropriation \$39,800

\$ 5,059	Salaries & Wages / Appointed Official
\$10,117	Salaries & Wages / Full Time
\$ 1,161	Social Security
\$ 1,063	Retirement / PERF
\$ 6,000	Contracts / Contractual Services
\$16,400	Equipment / Capital Outlay / Misc

- Councilmember Winger moved to approve the grant appropriation as presented, second by Councilmember Basham; motion carried.

CASA–Colleen Hamrick

CASA VOCA Grant 10/11 Fund 505

- Councilmember Kemper moved to remove Fund 505 grant appropriation from the table, second by Councilmember Underwood; motion carried.

Director Colleen Hamrick stated that 100% of the requested amount was awarded for this Criminal Justice Institute Victims of Crime Act (VOCA) grant. It is a renewable grant so CASA will be re-applying annually. This grant will fund the salary of a part-time volunteer coordinator position that is currently being funded by a CAPTA grant. Because this position is part-time, it does not receive any benefits, and in order to keep quality staff a salary statement of up to fifteen dollars per hour is being requested. The required match has been met. Director Hamrick stated that this position has many responsibilities including supporting and monitoring twenty-five CASA volunteer workers. She went on to say that it is understood that this position is funded through a grant and if that grant is no longer available, the position will be eliminated. The position currently pays up to \$12.00 per hour and works 30 hours per week, or 4 days per week.

Grant Appropriation \$25,959

\$24,115	Salaries & Wages / Part Time
\$ 1,844	Social Security

- Councilmember Kemper moved to approve the request for the CASA appropriation as presented, second Councilmember Basham; motion carried.
- Councilmember Kemper moved to remove the salary statement from the table, second by Councilmember Underwood; motion carried.

Salary Statement

Volunteer Supervisor Up to \$15.00 per hour

- Councilmember Kemper moved approve the salary statement from CASA as presented, second by Councilmember Winger; motion carried.

SHERIFF–Tracy Brown

TSC Resource Officer Indiana Criminal Justice Institute (ICJI) Grant Fund 197

Sheriff Tracy Brown stated that this grant from the Indiana Criminal Justice Institute (ICJI) will fund the salary of a School Resource Officer assigned to the schools during the school year. The goal for this position is to coordinate all of the Sheriff Department's activity at the schools. Currently there are officers at the high schools, but this will allow officers at the middle and elementary schools and help to eliminate the use of deputies that are on patrol. One less vehicle would be traded this year and would be absorbed into the fleet. Sheriff Brown said that this position would be filled with a seasoned officer and backfilled with a new hire. Adding that it is understood that if funding is not available that position would be eliminated. Moreover, that during the summer months this position would be utilized to cover vacations, training, and any other special projects to assure that job skills are maintained. The match

totaling \$5,444 will be met by using Commissary funds within the Sheriff's department to purchase uniforms and equipment.

Grant Appropriation \$49,000

\$48,985	Salaries & Wages /Full Time
\$ 15	Equipment / Sheriff Equipment

- Councilmember Basham moved to approve the grant appropriation as presented, second by Councilmember Winger; motion carried.

Salary Statement

Deputy Sheriff	\$48,985 per year
----------------	-------------------

- Councilmember Kemper moved to approve the salary statement for the deputy sheriff as presented, second by Winger; motion carried.

HEALTH DEPARTMENT—Ron Cripe

Master Tobacco Settlement Fund 762

Director Ron Cripe stated that this grant money is used to pay eight part-time employees, purchase office, medical supplies, and cover travel cost and equipment.

Grant Appropriation \$60,311

\$42,091	Salaries & Wages / Part Time-Other
\$ 3,220	Social Security
\$ 1,500	Office Expense / Office Supplies
\$ 6,000	Departmental / Medical Supplies
\$ 1,500	Departmental / Environmental Supplies
\$ 1,000	Travel Expense / Travel and Training
\$ 3,000	Equipment / Data Processing
\$ 2,000	Equipment / Miscellaneous

- Councilmember Underwood moved to approve the appropriation for fund762 as presented, second by Councilmember Basham; motion carried.

Director Ron Cripe stated that during a spring storm power went out at the County building at 629 North 6th Street. Valuable vaccines are stored in refrigerators at that location and the current generator cannot accommodate all of the refrigerators. This transfer will allow for the purchase of additional generators to run the refrigerators in the event of an extended power outage.

Transfer

\$ 1,839	Equipment / Misc to Building Maint & Repair
\$ 4,690	Dept / Medical to Building Maint & Repair

- Councilmember Underwood moved to approve the transfer for Fund 762 as presented, second by Councilmember Basham; motion carried.

COMMITTEE REPORTS

Councilmember Basham said the Romney sewer project is progressing slowly, adding that the data required to apply for this grant has been collected.

Councilmember Gutwein reminded everyone that budget hearings are in a few weeks.

UNFINISHED BUSINESS

None

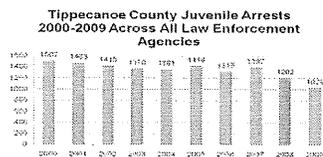
NEW BUSINESS

None

YOUTH SERVICES UPDATE—Rebecca Humphrey

Director Humphrey presented a report on the status of juvenile services. Director Humphrey said that juvenile arrest from 2000 to 2009 dropped due to the juvenile programs that have been put in place to address this issue. She said that runaway cases will most likely increase due to the intake center now handling those cases. In the past the juvenile was warned and released to a parent. Battery has decreased due to Saturday School and changes in court policy regarding the way that school related offensives are managed.

Total Juvenile Arrests 2000-2009



1/1/2010-6/30/2010 Arrests = 506

Selected Types of Juvenile Arrests 2006-2009

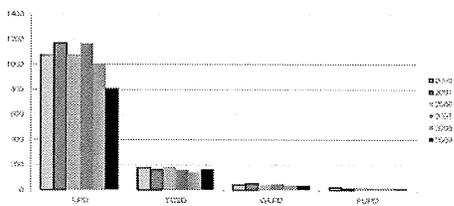
	2006	2007	2008	2009
⊛ Theft	21%	23%	27%	29%
⊛ Drug Related	19%	19%	15%	18%
⊛ Runaway	16%	13%	17%	18%
⊛ Battery	10%	11%	12%	9%
⊛ Vandalism	4%	8%	4%	2%

Indicators

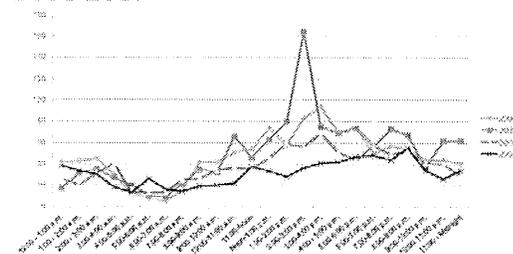
- ⊛ Battery decreasing due to changes in Court Policy and implementation of Saturday School
- ⊛ Runaway increases likely due to lack of interventions for that offense and repeat offenses

Director Humphrey said when looking at arrest by law enforcement agencies the number of arrests is dropping. She went on to say that in 2007 an increase of offenses between 3:30 p.m. and 6:30 p.m. was a concern. Programs were put in place to oppose that trend such as improvements of the after school programs and specifically the after school care program.

Juvenile Arrests by Law Enforcement Agency 2006-2009



Juvenile Arrests by Time of Day 2006-2009



Director Humphrey stated that when comparing all juvenile arrests in 2008 with the first four months of 2010 it shows that the intake center has reduced the number of days from arrest to intake and the percentage of juveniles rearrested pending their initial hearing. Juveniles rearrested and pending intake has been reduced to zero.

Pre & Post Juvenile Intake Center Data

	2008	9/12/09-6/30/10
Average Days from Arrest to Intake	51.4 days	0 days
Days from Intake to Initial Hearing	78 days	37.5 days
Percent of Juveniles Rearrested Pending Intake	32%	0%
Percentage of Juveniles Rearrested Pending Initial Hearing	47%	3%

Juvenile Intake Center (9/14/09 through 6/30/10)

- 862 Arrests
 - 427 Youth Diverted from Formal Court Action
 - Informal Adjustment – 139 (32.5%)
 - Diversion – 150 (35.1%)
 - Warn and Release – 61 (14.3%)
 - Transfer to County of Residence – 77 (18%)
 - Forwarded to Probation Office/Prosecutor – 402
 - Active Probationers New Offense – 181 (21%)
 - Repeat Offenders – 403 (47%)

From September 14, 2009 to June 30, 2010 there were 862 total juvenile arrests including juveniles that were diverted. From March 4, 2010 through June 30, 2010 there were 330 juvenile arrests. This shows a 7.5% increase in female arrests and is cause for concern. The average age of youth arrested rose from 15.15 years in 2008 to 16.16 in 2010.

Data From New Tracking System 3/4/2010 through 6/30/2010

- 330 arrests
- 43% female; 57% male (a 7.5% increase in female arrests)
- Average age of youth arrested = 16.16 years old (an increase from 15.15 years old in 2008)
- Average time at Intake (non-Holdover) = 2.83 hours
- 21 youth in Holdover for an average of 11 hours

Intake Center Highlights

- 100% of youth receive immediate assessment by a probation officer
- 100% of youth receive immediate mental health assessment and referrals as needed (started April 1, 2010)
- Holdover Savings from not using secure detention - \$5,880 (21 juveniles) since March 4, 2010 – does not include savings from using Electronic Monitoring instead of secure detention

Director Humphrey stated that 221 juveniles completed the risk assessment during the months of March 4, 2010 through June 30, 2010. Director Humphrey said that 100% of juveniles receive risk assessment by a probation officer, but may not receive the formal written assessment depending on whether they have had a recent assessment, are older than age 12, and from Tippecanoe County. Of the 330 juveniles arrested 221 were eligible for the more comprehensive assessment, 124 received mental health assessments, 49 required a second screening due to scoring in the caution or warning areas, 29 were above the warning category and received further screening. Tammy Patrick, Clinical Services Director, said that a warning category indicates that the juvenile could be at risk for suicide or thoughts of suicide.

Assessments

Risk Assessment

- 221 completed (March 4, 2010 through June 30, 2010)
 - 86 scored in low risk area (38.9%)
 - 127 scored in moderate risk area (57.4%)
 - 8 scored in high risk area (3.6%)

Note: Risk assessments not completed on all youth due to some already having recent YLSI, some under 12 and some from out of county.

Mental Health Screen

- 124 MAYSI-2 Completed since April 1, 2010 through June 30, 2010
 - 49 have required a second screening due to scoring in the caution or warning categories
 - 29 were above warning category and received further screening from local mental health providers

Director Humphrey stated that additional intake highlights include increased morale of Juvenile Probation Officers due to discontinued pager use. She went on to comment on many of the benefits of the juvenile intake center. Director Humphrey said that 71% of juveniles on electronic monitoring did not re-offend, 68% on intensive supervision did not re-offend. She added that a juvenile whose parents either did not have a landline or could not afford electronic monitoring were most likely placed on intensive supervision adding that the numbers are slightly higher for those juveniles. She added that there have been discussions about the possibility of expanding the electronic monitoring program to include cell phones.

Additional Intake Highlights

- Has decreased comp time and increased morale of Juvenile Probation Officers due to discontinued pager use
- Has increased knowledge of youth and family needs before recommending a response
- Has decreased over-servicing youth because of thorough assessments to address needs
- Has quickened system movement through faster filing
- Has improved relationships and education about processes between Law Enforcement and Juvenile Probation
- Has increased conversations about youth and improved ways to identify needs such as: gender specific programming and improving school responses to offenses on school property
- Immediate Risk Assessment
- Immediate Mental Health Assessment

Juvenile Alternatives Success* Rates

	2007	2008	2009
Electronic Monitoring	57%	69%	71%
Intensive Supervision	54%	68%	48%
JAMS	88%	73%	67%
Truancy Mediation	84%	86%	85%

*Success is measured by the number of youth who do not re-offend.

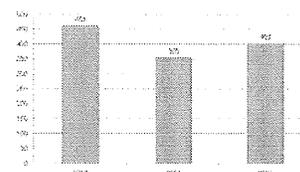
Director Humphrey stated that Cary Home has implemented the Missouri Model juvenile system, which has helped to lower recidivism by juveniles. Director Humphrey said that total number of juvenile admissions sent to secure detention for 2009 was 403, adding that if admissions continue as they are at this time, that number will be approximately 318 for 2010. Many of those juveniles are repeat returns to secure detention.

Cary Home Data

	2006	2008	2007	2008	2009	1/1/10-6/30/10
Boys Treated	103	108	116	94	76	52
Boys Recidivism*	41%	43%	50%	40%	34%	12%
Girls Treated	N/A	N/A	N/A	12	25	13
Girls Recidivism*	N/A	N/A	N/A	N/A	12.5%	26%

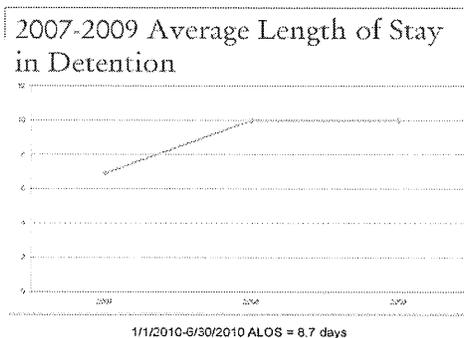
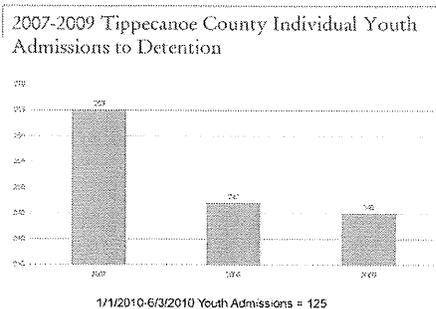
*Recidivism is measured by the number of youth who are arrested, sent to secure detention, IDOC or adult jail upon successful completion of programming.

2007-2009 Tippecanoe County Juvenile Detention Admissions



1/1/2010-6/30/2010 Detention Admissions = 159

Director Humphrey stated that the average length of stay in 2008 and 2009 is 10 days. If it continues to stay on the current track the average length of stay would be about 8.7 days for 2010.



Director Humphrey stated that a program called Transition from Restricted Placements and has been very successful in reducing the recidivism rate. That is a grant-funded program from the Indiana Juvenile Justice Task Force and will be ending. Director Humphrey went on to state the goals for youth services as shown in the slide below.

Next Steps

- Improve Home-Based Treatment Services
- Improve Runaway Responses
- Improve Data Collection and Report Information – MITS developing Access Databases
- Improve Targeted Gender Prevention and Intervention Strategies
- Continue Partnerships with Schools
- Strengthen Partnerships with Non-Profit Organizations
- Implement Juvenile Detention Alternatives Initiative – Tippecanoe County one of three Indiana Counties to pilot Statewide Expansion Project

The full presentation is available in the Auditor's Office.

COMMISSIONER FYI

None

PUBLIC COMMENT

None

Councilmember Winger moved to adjourn, second by Councilmember Kemper; motion carried.

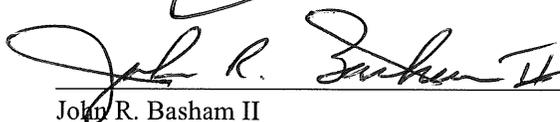
Tippecanoe County Council



Andrew S. Gutwein, President



Roland K. Winger, Vice President



John R. Basham II

ABSENT

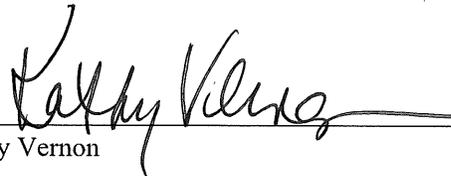
Jeffrey A. Kemper



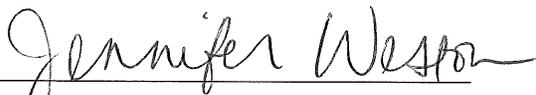
Betty J. Michael



Kevin L. Underwood



Kathy Vernon



Attest:

Jennifer Weston, Auditor

Tippecanoe County Council

Andrew S. Gutwein, President

Roland K. Winger, Vice President

John R. Basham II

Jeffrey A. Kemper

Betty J. Michael

Kevin L. Underwood

Kathy Vernon

Attest:
Jennifer Weston, Auditor