

FAUG Minutes – Deschutes County
May 15th & 16th
MEETING LOCATION:
63360 NW Britta St. BLDG #2
Bend, OR 97701

DAY ONE:

Manual Meeting 9am-12pm

PPO Manual

Manual Committee

The committee met and continued to modify the manual. This committee will meet virtually each month and in-person from 9-12pm on the first day of quarterly FAUG meetings. All FAUG members are welcome to attend.

Regular Meeting 1pm-5pm

Introductions/Welcome/Housekeeping
Yay Bend!

Deschutes County

Minute Review

Group

February Minutes were approved, Allen will publish to the OACCD Website.

Attendance

Andie Cortes

Name Tags will be coming soon.

Marne Pringle (Clackamas); Melanie Davis (Clatsop); Traci Hubler (Clatsop); Dona Dotson (Curry); Brad Allen (Deschutes); Andie Cortes (Douglas); Freddy Vidal (Douglas); Tina Potter (Gilliam/Wheeler); Chelo Ramirez (Hood River); Nick Reiten (Jackson); Kelsey Parsons (Jefferson); Steve Hames (Josephine); Bonnie Timberlake (Linn); Theresa Plinski (Marion); Iryna Wrecsics (Morrow); Charles Adler (Multnomah); Omar Silva (Umatilla); Mark Perry (Union); Nathan Bregel (Washington); Pedro Castaneda (Yamhill); Betty Spencer (Yamhill); Michelle Mooney (DOC-CC); Corina Brown (DOC-STTL); Dylan Arthur (Parole Board); Lonnie Nettles (OACCD); Paula Fata (DOC)

County Updates

Group

Jackson Co: program manager position open and PPOs in background/starting
Washington Co: 6 PPOs at DPSST, a Correction Center Supervisor position will be posting
Clatsop: 1 PPO position open
Umatilla: hired new PPO, opening another position
Douglas: PPOs in background
Marion: 5-6 new PPOs at DPSST
Deschutes: filled 2 PPO positions, 1 PPO position posted
Multnomah: new Director- Denise Pena, hired 8 new PPOs
Parole Board: hiring an Assessment Specialist position
Linn: hiring 2 positions
DOC: Paula Fata started her new position
Clackamas: 3 PPOs background, changes in Operations positions
Union: 1 PPO at DPSST

Email Updates

Allen Bergstrom

No email decisions this quarter. Listserv is fixed but there were some delays. However, this may have been due to an outage and not issue with the listserv. Please report any future email distribution issues.

Interstate Compact

Mark/Ruby

EDIS

Mark Patterson

Mark was unable to attend. Please email him with specific questions.

STTL

Corrina Brown

Remember to send sanctions and NORs to the STTL email within 5 days of the violation. Community Corrections will be taking over AIP as of June 1st. There is still work to be completed on the automation, including the warrants in OMS. All violations and warrant requests will be sent to Corrina now.

Supervisors are not receiving email notices of pending STTL Warrants. Please email your Supervisor in addition to OMS to be ensure they process it in a timely fashion. Please email Michelle specific examples to track.

Parole Board

Dylan Arthur

When commuted sentences are revoked and the AOS is returned to the prison, the previous cases are not showing on the PPS orders upon release. Michelle and Dylan are trying to fix this issue. Know that when the revoked commutation cases are released, more offenses may be added to the order. O lines are closed to VIO until body is released to PPS the O line doesn't pick up the PPS. Please keep an eye on orders and let the Board know of any issues with missing cases.

The Parole Board is changing their programming system; it will still interface with DOC400.

Roadshow 2024 is in effect; several counties are on the schedule. Dylan will be sending the dates and addresses. If you cannot attend in your county and want to go to a neighboring location, please reach out to the hosting county to ensure there is space.

Biannual Q&A took place in April, 163 PPOs attended. A Survey Monkey will be distributed but, in the meantime, Dylan is welcoming any feedback. There will be a similar biannual Q&A with Hearings Officers in the future.

The Parole Board is working on a secure portion of their website to post recordings of virtual meetings, updates, and a Parole Board FAQ.

Records are in the process of becoming digitized and have been sent away to be scanned. Please be patient if requesting records.

DEFR/RETU (after the Parole Board lifts the hold) sanctions over 180 days old will need to remain open until they have been fully resolved in order to keep the violation history different

from subsequent sanctions. The Parole Board will be connecting with the County Hearings Officers regarding resolving revocation sanctions when there are pending charges.

Please use the Parole Board EDIS Closure forms for PPS/BRD cases. If you have suggestions to add to this form, please send to Dylan or a representative in the Supervisory Group. The Parole Board should be responding within 72 hours with an updated order or certificate of expiration.

Parole Board is working on standardizing all of their forms.

The Governor cannot revoke someone's supervision when that commutation case expired. OISC reviewing the revocations (first those who are currently in DOC custody then those on supervision).

OCMN

Paula Fata

There is a glitch in OMS, once a chrono is saved, you cannot edit a Key Word. If you need to edit Key Word, you need to do this in DOC400.

OCMN is still working on a Mental Health Designator.

OACCD

Lonnie Nettles

FAUG requests voted on and approved by OACCD:

1. New person code: ATT for Attorney
2. Last completed HV to be in line with the current contact standard of - Home Visit/Place and O/Offender.

Programming for this and other updates (OV updating all reports and modifying the default place code) will be at a future date.

DOC Update

Michelle Mooney

Chrono Codes:

There will be a training regarding the use and definition of chrono codes, including guidelines around when to use PO code.

The following changes were proposed and approved:

- **Public Inquiry** has been removed as a place code
- **Collateral** has been removed as a place code (but is still available as a person code)
- **Attorney** has been added as a person code for attorneys other than District Attorneys
- **Boyfriend** and **Girlfriend** have been removed as person codes and have been replaced with **Significant Other/Partner (SIGN)**
- **Husband** and **Wife** have been removed as person codes and have been replaced with **Legal Spouse (SPOU)**
- **Judge** as a person code has been expanded to include all court personnel
- **Parent** as a person code has been removed (included in the family definition)

The recommendation to use **Collateral** to replace Roommate was tabled. Programming for these and other updates (OV updating all reports and modifying the default place code) will be at a future date.

Reach out to Tracey Coffman for any questions about contact standards.

Conditions:

There was a request to add the condition: DV Court. However, it was further recommended that in lieu of specific court programs, that Specialty Court Program be added to the Conditions Module.

PSC:

Reminder on timing of entering the PSC. You need to wait 24 hours after the offense information has been entered for the system to catch up. Viewing the recent Proxy Assessment clean-up report we can see that many are not waiting and are entering the Proxy with the code NPSC instead, and then not going back in and doing the assessment once the PSC score is available. Just be aware and share with your offices that if the system is telling you that the tool cannot generate a score and you know this person is an Oregon conviction; that should be a red flag that the conviction data either has just been entered that day and you need to wait the 24 hours OR it hasn't been entered yet and you need to wait until the day following its entry.

LOIS:

LOIS (Laboratory Online Information System) will be going live soon. They will be sending an email with instructions for logging into the system. Michelle will be the administrator. We will only have the authority to view if DNA was obtained. It was requested that the DNA module be changed from CCH to LOIS.

HB4002 (SOON information)

HB 4002 has passed and was signed by the Governor.

“Drug Enforcement Misdemeanors” are unclassified misdemeanors. Law enforcement in the field have the option to offer a deflection program, which is an approved treatment program; 23 counties have this set up currently. The other option is to cite to court and the person will be offered 12-month conditional discharge. If they pass, they are done. 3 months later, that is expunged automatically. Community Corrections has to provide a form to the court to verify successful completion. Michelle is creating the DOCSUM form for consistency and will provide to the counties. If the person fails the conditional discharge, they will get 18 months’ probation. They will be eligible for EDIS during the probation period. If probation fails, they will be sentenced to a term of incarceration and we will enter it as Local Control. There will be no PPS.

DAY TWO: 9am-12pm

Treatment Module Training (F6)

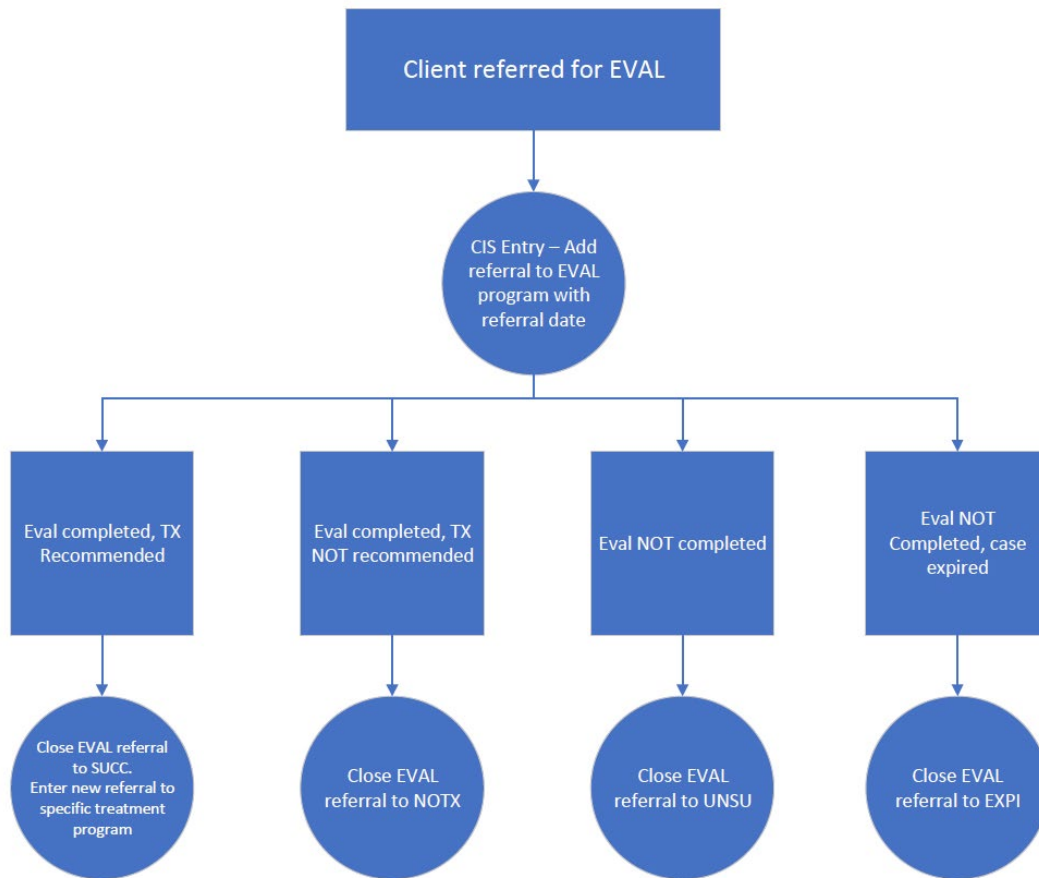
Michelle Mooney

Treatment EVAL:

Back in 2020 when this topic was first raised the initial decision was to not allow evals be entered into the system because evaluations are not treatment. Further conversations and the agreement became that you could enter them into the system but you will need to code them as such. As that process evolved the process got a little murky and two processes were agreed upon. The first to enter the eval into the system and then close it once done or change it to the treatment, and the other to enter the referral straight to the treatment program who will do the eval and treatment if recommended.

Since then it appears that the processes are not being used consistently, some counties do not even have EVAL type programs entered in the treatment module. Considering the conversation around HB4002 and the need to be able to track treatment and evals, we are moving away from the process of entering the person straight onto the treatment program. All evals will need to be entered into an EVAL type program and closed with the appropriate code. This will preserve the eval data and treatment data cleanly and allow us to pull it out for reporting purposes. Currently we cannot pull out the eval data as it is not clean and not entered consistently. This will also simplify the process and hopefully help staff understand what they need to do instead of the confusion of the previous processes.

Request Approval for New EVAL Closure CODE: Add new Treatment Eval program closure code of NOTX: Evaluation completed, treatment not recommended. Currently, MXBN: Max Benefit was the recommended code to close evals when treatment was not recommended. That code is confusing to POs and not clearly showing what happened. **Recommendation to create new EVAL closure code to clearly show what happened and create a closure code that can be pulled for data.** FAUG agreed, request will go to OACCD.



OACCD requests process

Lonnie Nettles

FAUG is proposing that when programming is made to update the chrono module with the new OV codes and Home Visit programming, that programming also be made to update the Next Office Visit field to simply say Next OV/TV/VV Visit. In DOC400 POs could enter any of those type of visits and make a note of what the visit is, in OMS they can update in the location section where the visit is to take place and that would show up in the chrono.

Recommendation: change "Next Office Visit" field to "Next OV/TV/VV Visit".

FAUG Duty Review

Michelle

The Field Automation Users Group (FAUG) Roles and Responsibilities of FAUG Representatives include:

- Responsible for maintaining and updating the Treatment Module in CIS

FAUG representatives are required to review the treatment programs entered under their county at a minimum of once a year.

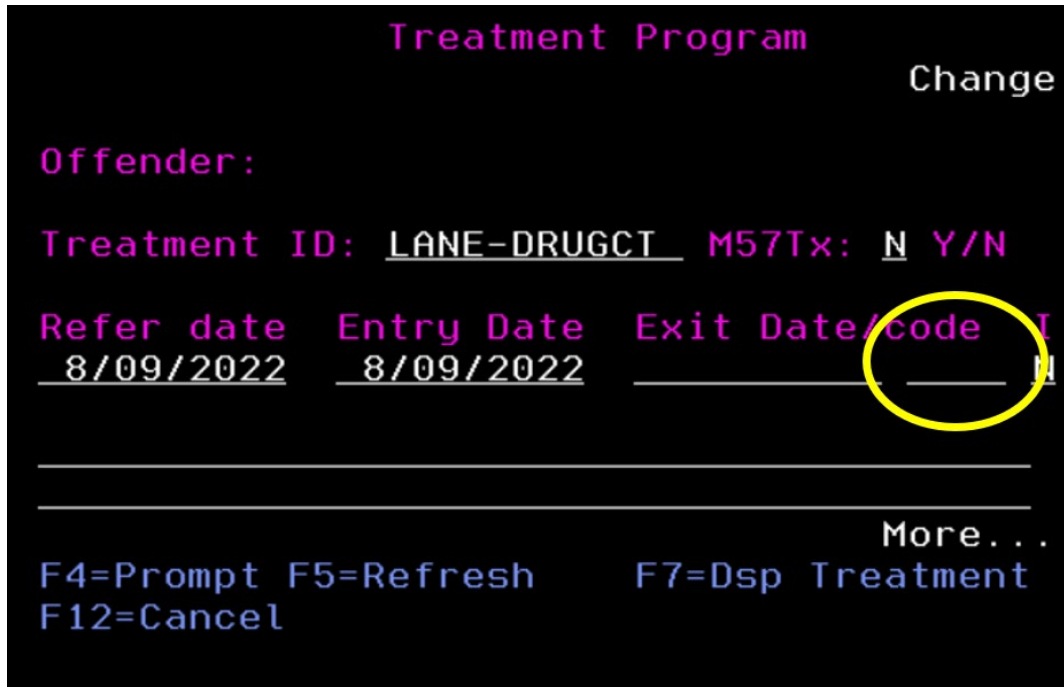
1. From the CCPPO Menu, option #3 W/W Treatment Programs, F17 to subset by your county.
2. Enter 2=change to enter the program record. Verify all the information is accurate (program name, duration, type, etc.,).

3. Once the record is verified as accurate, enter a note in the comments section (date, initials, etc.,) then save the record. This will create a new audit stamp to show that the record was audited.
 4. Next print the active assignments list to distribute to assigned POs for verification of active status. For AOS who have transferred to another county, check with the FAUG rep of the county where body is supervised, copy to the assigned PO, if known.
 5. Perform each step above for every program in your county. Update all information as appropriate and close the programs that are no longer in use. Note: Programs that have not been used in a year or more should be considered as not in use.
 6. For EVAL type programs, print the active assignments list to distribute to assigned POs for verification of EVAL status.
- *Close programs to UNSU within 30 days of absconding.

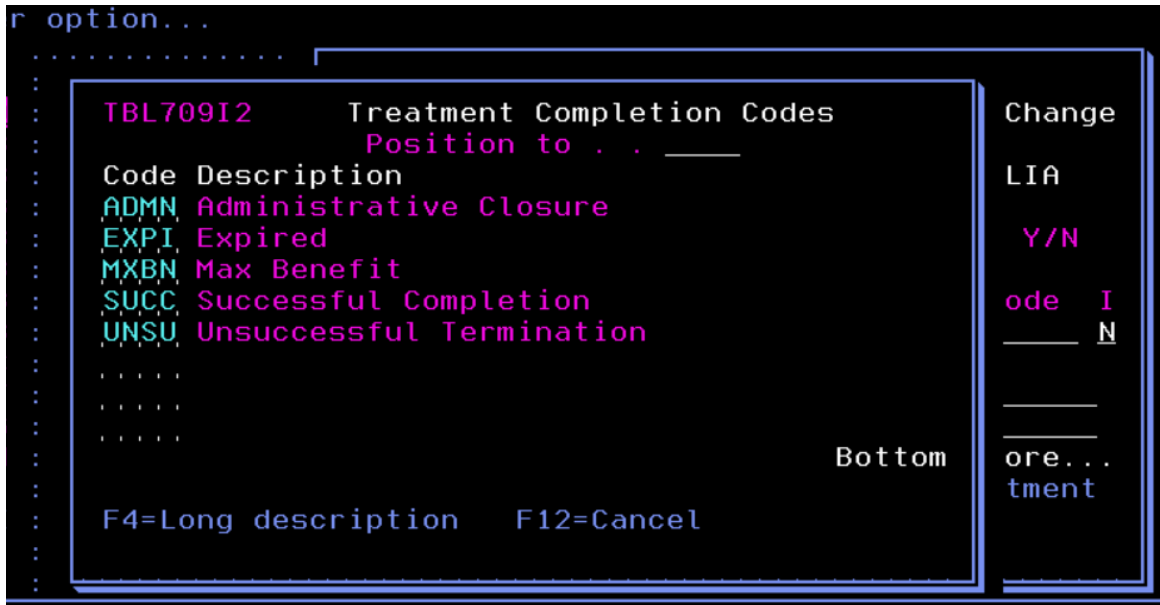
Treatment Program Search and Entry: Full review of steps to search and enter a new program. Steps are in FAUG manual online.

Treatment Closure Codes

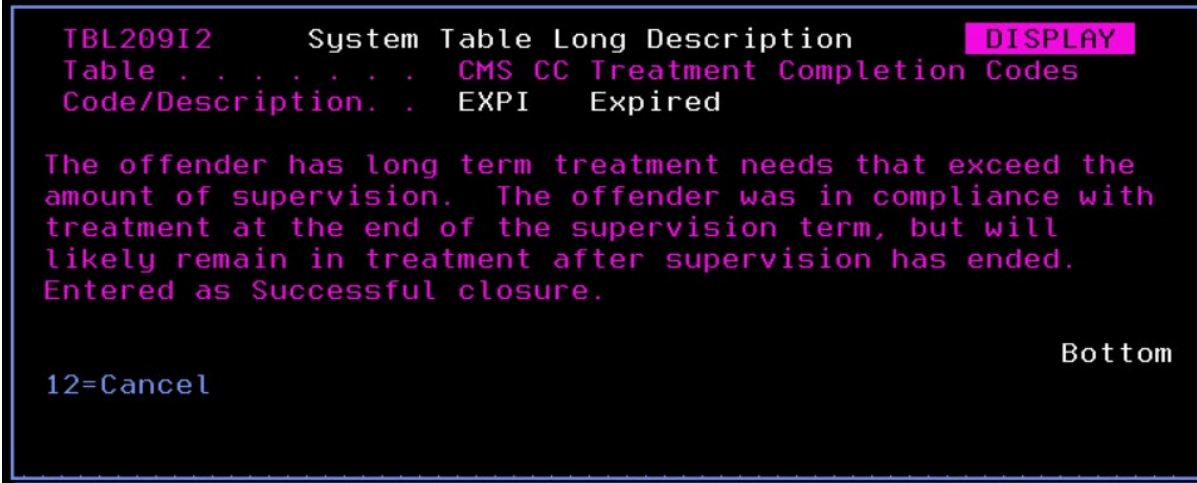
We are now able to view the long descriptions of the treatment closure codes:
While working on a client record, from the treatment program window (in change mode on a specific entry), on the Exit Code field hit F4 to prompt a list of available codes.



The available list of exit codes will be displayed, note that the code is now showing in a different color. Click on the code that you want the long description/explanation for and hit F4 again.



The description will now display. Hit enter, F3 or F12 to return to the prior screen to select appropriate code.



Manual Revisions

Group

The Manual Committee relayed updates to the PO Manual.

New FAUG reps

New FAUG reps are being requested to read FAUG charger/manual and let Michelle know when this is done. If not, the superpower could be rescinded.

Roundtable

Group

It was requested that each county provides instructions on how detainees are submitted to their local jail and contact information for the District Attorney's Office (via email).

Can a merge code be created to include the date of the most recent LSCMI and WRNA assessment?

Next meeting August 21-22 Lane County