

**Hamilton County Community Corrections  
Advisory Board Meeting Minutes  
July 9, 2020**

The meeting, with approval of the Board of Commissioners, was virtual using Microsoft TEAMS. The following members were present: Honorable Gail Bardach, Jim Barlow, Lee Buckingham, Roger Drayer, Honorable Paul Felix, Susan Ferguson, Stephanie Gookins, Kija Ireland, Leann Murray, Dennis Quakenbush, Krista Radican, Steve Schwartz, R. Dan Stevens, and Amy Wilson.

A quorum was present. Ralph Watson was also in attendance.

Steve Schwartz called the meeting to order.

Steve Schwartz called for the approval of the June meeting minutes. Judge Bardach made a motion to approve the minutes as presented. Stephanie Gookins seconded the motion and it passed unanimously.

Mr. Watson briefly summarized the May fiscal report which was submitted for approval. He noted that we had failed to meet revenue projections in Project Income by \$53,610.70. Though the June report was not completed he reported that the revenue for the month was \$2975.18 below projections. Though we still fell below projections in June it was a significant improvement from the prior months. Steve Schwartz called for approval of the May fiscal report. Roger Drayer made a motion to approve the report as presented. Jim Barlow seconded the motion and it passed unanimously.

**Public Comment**

There were no public comments.

**Director's Report**

A written report was submitted and reviewed by the Executive Director.

**Old Business**

There was no old business on the agenda.

**New Business**

Mr. Watson presented the 2021 Community Corrections Grant application for approval. He did so by using the same format that he has in years past. There was a brief review of the various funds that make up the agency's annual budget followed by a review of the individual worksheets. Mr. Watson noted that he had followed the directions received from the Hamilton County Council concerning employee compensation for 2021. He then went on to summarize the respective series within the budget noting the increases and decreases from the 2020 budget.

He then summarized the total funds being requested in the 2021 application. The grant award requested was the same as that which was requested in 2020 . . . \$2,541,242.00. The remainder of the proposed budget is to be funded by Project Income (\$2,123,169), the County General Fund (\$1,849,222), and the County Misdemeanant Fund (\$85,300). Following the summary of the proposed budget request Mr. Watson reviewed the projected 2020 revenue along with the existing balance in the Project Income fund and the projected balance at the end of 2021. Steve Schwartz called for approval of the 2021 Community Corrections Grant application as submitted. Dan Stevens made a motion to approve the application and Judge Bardach seconded the motion. It passed unanimously.

Stephanie Ruggles, Director of Pretrial Services, presented the proposed 2021 grant application for the agency. The grant award request was for \$241,379, which is to pay for compensation and benefits for existing employees that have previously been funded by the grant. Steve Schwartz called for approval of the 2021 Pretrial Services Grant application as submitted. Judge Bardach made a motion to approve the application and Stephanie Gookins seconded the motion. It passed unanimously.

Mr. Watson noted that grant application requirements included the submission of a community supervision collaboration plan that has been approved by the Advisory Board. He explained that Community Corrections, Pretrial Services, and Probation Services had revised the existing plan and asked that the document presented be approved for 2021. The Directors of all three agencies have agreed upon the contents of the plan. Steve Schwartz called for approval of the 2021 Collaboration Plan as submitted. Sheriff Quakenbush made a motion to approve the plan and Amy Wilson seconded the motion. It passed unanimously.

There was no further business to be brought before the Board and the meeting was adjourned. The next meeting will be **August 6<sup>th</sup> at 12 noon** at Hamilton County Community Corrections.