



Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: February 13, 2024

Title of Item: 2024 Comprehensive Plan

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kameron Genz		Department: Community Corrections
Presenter (Name and Title): Kameron Genz, Director		Estimated Time Needed: 5 minutes
Summary of Issue: <p>Review of 2024 Comprehensive Plan. The plan is to be submitted to MN DOC. The plan was reviewed by the Community Corrections Advisory Board and they recommend the plan be submitted to the County Board for approval. The report is attached.</p>		
Alternatives, Options, Effects on Others/Comments: <p>The Comprehensive Plan is ready for review by the County Board prior to submission to MN Department of Corrections.</p>		
Recommended Action/Motion: <p>It is respectfully requested that the Aitkin County Board of Commissioners approve the 2024 Comprehensive Plan for submission to MN Department of Corrections.</p>		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> <p>The CCA Subsidy, for which the Comprehensive Plans are required, is budgeted annually.</p>		

Legally binding agreements must have County Attorney approval prior to submission.

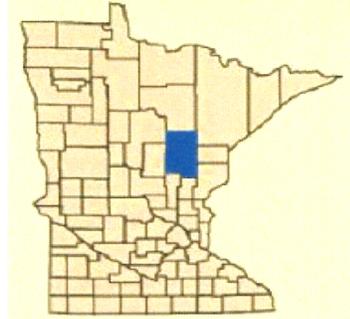


Community Corrections

**2024-2027
Comprehensive Plan**

INTRODUCTION

Aitkin County is located in central Minnesota. The region is dominated by services and trade in the tourism, lumber and agriculture industries. Large employment sources include county government, 3 schools, and 1 hospital. Since the region is a tourism and retirement destination, the population fluctuates greatly, often doubling in summer months.



Aitkin County is governed by a five-member county board employing the county administrator model of management. Aitkin County is in the Ninth Judicial District. The Ninth Judicial District consists of seventeen counties in Northwest to North Central Minnesota, including Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Kittson, Koochiching, Lake of the Woods, Mahnommen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau.

Aitkin County is comprised of 1,995 total square miles. The city of Aitkin is the county seat. Other cities in the county include: McGregor, McGrath, Hill City, Tamarack, as well as, 40 townships.

Population <i>(official 2020 census = 15,697)</i>	16,126
Under age 5 ⁺	3.3%
Under age 18 ⁺	15.2%
Over age 65 ⁺	34.1%
Female ⁺	49.2%
Persons in poverty ⁺	13.5%
Veterans ⁺	9.0%

Race	
White ⁺	94.9%
Black ⁺	0.6%
Native American ⁺	2.4%
Asian ⁺	0.3%
Multi-Racial/other	1.8%

Housing and Income	
Housing units	14,265
Median Home Value of owner-occupied housing units ⁺	\$222,100
Median Household income ⁺	\$56,406
Median gross rent ⁺	\$815
Unemployment ⁺	5.3%

Education	
High school graduate or higher (age 25+) ⁺	92.6%
Bachelor's Degree or higher (age 25+) ⁺	18.3%

Source: [U.S. Census](https://www.census.gov) (estimates as of 2023) ⁺ Higher than MN rate ⁺ Lower than MN rate

ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES

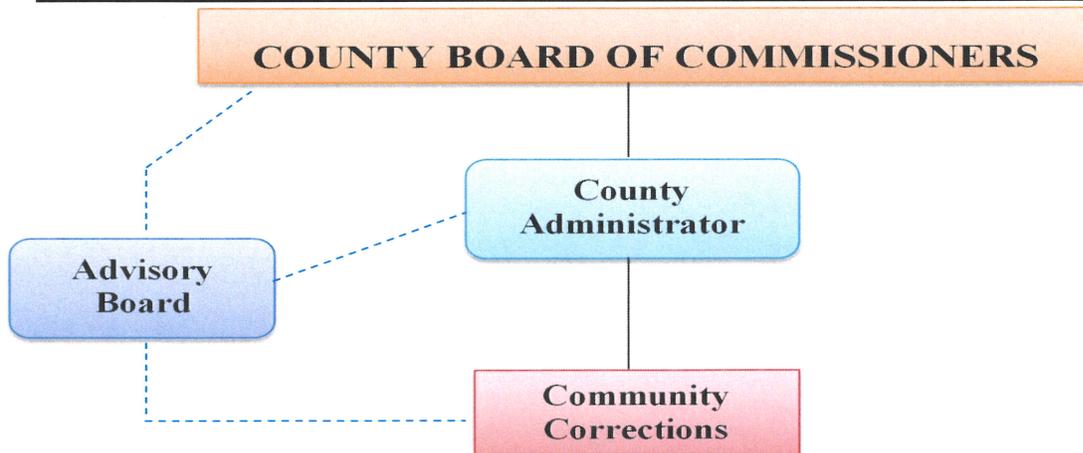
VISION

It is the vision of Aitkin County Community Corrections to reduce recidivism within our community and work with our local stakeholders and other Minnesota Correctional Agencies to promote positive change among our clientele.

MISSION

It is the mission of Aitkin County Community Corrections to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services, and actively providing offenders opportunities to become law-abiding citizens.

ORGANIZATIONAL STRUCTURE



Aitkin County Board 2024

The county board's role in regard to Community Corrections is: 1) Establish the budget for the department. 2) To determine, establish, continue, modify and terminate Aitkin County correctional services and programs with input from the Director and the Corrections Advisory Board. 3) Approve and authorize the application of the annual comprehensive plan. 4) Ensure compliance with the Community Corrections Act. 5) Establish all matters of policy in relation to correctional services under its authority. The 2024 Aitkin County Board is comprised of the five commissioners from each district.

J. Mark Wedel (Chair)	District #1
Laurie Westerlund	District #2
Travis Leiviska	District #3
Bret Sample (Vice Chair)	District #4
Michael Kearney	District #5
Jessica Seibert	<i>Aitkin County Administrator</i>

2024 Aitkin County Board Members



Aitkin County Community Corrections Advisory Board 2024

The Advisory Board is appointed by the Aitkin County Board to oversee the corrections planning process and to take an active role in the development of the Comprehensive Plan. The advisory board meets quarterly.

Members

Nancy Johnson-Houg - Citizen Member (Board Chair)

J. Mark Wedel - Commissioner, Aitkin Co.

Laurie Westerlund - Commissioner, Aitkin Co.

Honorable David Hermerding - Judiciary

Sheriff Dan Guida - Law Enforcement

Rebecca Persons - Social Services

Kameron Genz - Community Corrections

Cheryl Meld - Education

Rachele Moose - Citizen Minority

Anne Marcotte - Defense

James Ratz - Prosecution

Gabrea Anderson - Victim Services

Ex-Officio Advisory Board members

Mark Smith - State Liaison, Minnesota Department of Corrections

AGENCY TRAINING REQUIREMENTS

Aitkin County Community Corrections requests enrollment in Statewide Training Academy as soon as possible after an agent is hired and staff is required to attend whenever enrollment is then granted. Sex Offender Training 101 is required for any agent planning to supervise sex offenders or POR cases. EBP refresher courses are required for all trained staff as available. Agents are encouraged to attend statewide trainings through MACCAC, MCA, CPO and DOC partners, and annual conferences. They are encouraged to complete online courses at their convenience. In addition, the agency requires mandatory training through the county including: preventing sexual harassment; bloodborne pathogens; and hazard communications. Our agency participates in intraoffice communities of practice. We have recently hired a Evidence Based Practices Coordinator/Assistant Agent who will be trained in all five current EBP skills and will provide structured coaching and training of staff.

OVERVIEW OF SUPERVISION POLULATION (PROBATION, SR/ISR, PRE-TRIAL)

Probation Survey Report for Aitkin County Community Corrections

Reporting Period: Jan thru Dec 2020

Report Date: 01/01/2021

	Prior Year End	Entries	Removals	Period Ending Total
Felony	252	78	118	213
Gross Misdemeanor	253	78	110	223
Misdemeanor	93	33	59	64
Juvenile	18	24	23	19
Totals	616	213	310	519

	Male	Female	Hispanic	Non-Hispanic / Unknown
Felony	160	53	3	210
Gross Misdemeanor	161	62	2	221
Misdemeanor	42	22	1	63
Juvenile	16	3	0	19
Totals	379	140	6	513

	White	Black	American Indian	Asian	Other
Felony	175	4	21	0	13
Gross Misdemeanor	178	7	23	1	14
Misdemeanor	54	2	3	0	5
Juvenile	13	1	4	0	1
Totals	420	14	51	1	33

	Felony	Gross Misd.	Misdemeanor	Juvenile	Total
Arson	2	0	0	0	2
Assault	10	2	2	1	15
Assault-Domestic	18	5	7	1	31
Against Family	0	2	0	0	2
Against Justice	6	2	1	0	9
Against Government	0	0	0	0	0
Burglary	18	1	0	2	21
Counterfeiting / Fraud	10	1	0	0	11
Crim Sexual Conduct	17	1	1	0	19
Crim Veh Operation – Bodily Harm	2	1	0	0	3
Crim Veh Operation – Death	1	0	0	0	1
Disturbing Peace	2	2	12	1	17
Drugs	69	25	0	2	96
DWI	26	166	32	0	224
Escape Flight	1	0	0	1	2
Gambling	0	0	0	0	0
Harassment / Stalking	0	1	1	1	3
Homicide	1	0	0	0	1
Kidnapping	1	0	0	1	2
Misc / Juv / Fed	0	0	1	1	2
Obscenity	0	0	0	0	0
Other Person	0	0	0	0	0
Property Damage	2	2	0	3	7
Robbery	0	0	0	0	0
Sex Related	0	0	0	0	0
Stolen Property	4	0	0	0	4
Theft	15	6	1	3	25
Traffic	0	4	4	1	9
Vehicle Theft	0	0	1	0	1
Weapons	8	2	1	1	12
[Unknown/NA]	0	0	0	0	0

Probation Survey Report for Aitkin County Community Corrections

Reporting Period: Jan thru Dec 2021

Report Date: 01/01/2022

	Prior Year End	Entries	Removals	Period Ending Total	
Felony	214	121	127	209	
Gross Misdemeanor	222	120	119	221	
Misdemeanor	64	55	50	70	
Juvenile	19	21	24	16	
Totals	519	317	320	516	

	Male	Female	Hispanic	Non-Hispanic / Unknown	
Felony	156	53	1	208	
Gross Misdemeanor	163	58	3	218	
Misdemeanor	51	19	1	69	
Juvenile	9	7	0	16	
Totals	379	137	5	511	

	White	Black	American Indian	Asian	Other
Felony	171	5	23	0	10
Gross Misdemeanor	174	9	21	3	14
Misdemeanor	53	2	5	0	10
Juvenile	8	1	6	0	1
Totals	406	17	55	3	35

	Felony	Gross Misd.	Misdemeanor	Juvenile	Total
Arson	1	0	0	0	1
Assault	9	4	2	2	17
Assault-Domestic	12	2	11	3	28
Against Family	0	1	0	0	1
Against Justice	7	2	0	0	9
Against Government	0	0	0	0	0
Burglary	21	0	0	1	22
Counterfeiting / Fraud	9	0	0	0	9
Crim Sexual Conduct	9	0	0	0	9
Crim Veh Operation – Bodily Harm	3	3	0	0	6
Crim Veh Operation – Death	1	0	0	0	1
Disturbing Peace	0	1	11	0	12
Drugs	82	22	1	0	105
DWI	33	171	30	0	234
Escape Flight	0	1	0	0	1
Gambling	0	0	0	0	0
Harassment / Stalking	0	0	2	0	2
Homicide	0	0	0	0	0
Kidnapping	1	0	0	0	1
Misc / Juv / Fed	0	0	1	0	1
Obscenity	0	0	0	0	0
Other Person	0	0	0	0	0
Property Damage	0	1	1	2	4
Robbery	0	0	0	0	0
Sex Related	0	0	0	0	0
Stolen Property	3	0	0	0	3
Theft	12	7	2	2	23
Traffic	0	4	8	4	14
Vehicle Theft	0	0	2	1	3
Weapons	6	2	1	1	10
[Unknown/NA]	0	0	0	0	0

Probation Survey Report for Aitkin County Community Corrections

Reporting Period: Jan thru Dec 2022

Report Date: 01/01/2023

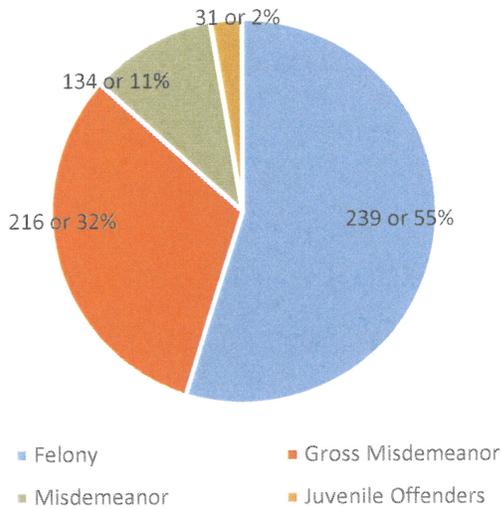
	Prior Year End	Entries	Removals	Period Ending Total
Felony	207	116	138	189
Gross Misdemeanor	224	108	117	216
Misdemeanor	72	87	48	106
Juvenile	17	34	28	23
Totals	520	345	331	534

	Male	Female	Hispanic	Non-Hispanic / Unknown
Felony	143	46	3	186
Gross Misdemeanor	160	56	1	215
Misdemeanor	79	27	1	105
Juvenile	18	5	1	22
Totals	400	134	6	528

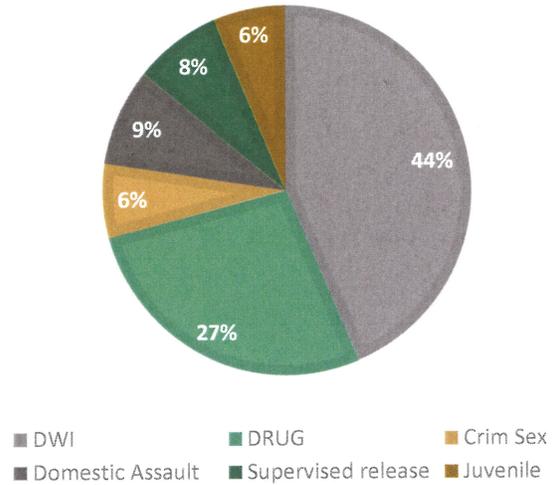
	White	Black	American Indian	Asian	Other
Felony	154	5	21	1	8
Gross Misdemeanor	180	4	19	3	10
Misdemeanor	85	4	10	0	7
Juvenile	13	1	7	0	2
Totals	432	14	57	4	27

	Felony	Gross Misd.	Misdemeanor	Juvenile	Total
Arson	2	1	0	0	3
Assault	12	2	8	4	24
Assault-Domestic	12	4	15	4	35
Against Family	0	0	0	0	0
Against Justice	5	1	0	0	6
Against Government	0	1	1	0	2
Burglary	10	0	0	0	10
Counterfeiting / Fraud	6	0	0	0	6
Crim Sexual Conduct	9	2	0	3	14
Crim Veh Operation – Bodily Harm	1	5	0	0	6
Crim Veh Operation – Death	2	0	0	0	2
Disturbing Peace	0	1	9	1	11
Drugs	81	18	1	3	103
DWI	28	161	57	0	246
Escape Flight	0	2	0	0	2
Gambling	0	0	0	0	0
Harassment / Stalking	0	1	1	0	2
Homicide	0	0	0	0	0
Kidnapping	0	0	0	0	0
Misc / Juv / Fed	0	1	0	0	1
Obscenity	0	0	0	0	0
Other Person	0	0	0	0	0
Property Damage	0	2	2	2	6
Robbery	0	0	0	0	0
Sex Related	0	0	0	0	0
Stolen Property	4	0	0	2	6
Theft	11	7	1	2	21
Traffic	0	5	8	1	14
Vehicle Theft	0	0	3	0	3
Weapons	6	2	2	1	11
[Unknown/NA]	0	0	0	0	0

Offenses By Classification -
2023 Year End Probation



Offenses by Type-
2023 Year End Probation



Caseloads are assigned to agents in a manner that works best for our agency and is not wholly defined by offense or risk level specifically.

Agent	Case Assignment Description	Caseload # approximation
#1	Juvenile Probation (incl sex offenses); Adult sex offenses; SR/ISR sex offenses	46
#2	M/GM DWIs; CVOs	101
#3	Sobriety Court participants and graduates	17
#4	Shared caseload of all remaining adult cases (25%); SR/ISR (except SO); MH as assigned	65
#5	Shared caseload of all remaining adult cases (25%) agent in training	21
#6	Shared caseload of all remaining adult cases (50%);	65
Admin	Juvenile diversion; EHM only; short terms; admin non monitoring	74
All	Warrant 93; Felony pretrial 137; Transferred out 216	446

Graph & tables are only indicative of active probation supervision and is not inclusive of duties by agents regarding supervised release, pre-sentence, pre-trial, diversion or non monitoring cases.

Discharges identified as successful or unsuccessful are noted in the following tables. However, the criteria which defines successful or unsuccessful for the purposes of this report, will likely need to be modified for future plans. Date input and supervision standards/definitions will need to be addressed for future reporting. Unfortunately, the extremely short time frame for the turn around of this plan, did not allow for a more accurate representation in this section in particular.

Row Labels	ADULT DISCHARGES	Count of Case Number
S		276
Death		22
Discharge Early		213
Dismissed-No Conviction Or Adjudication		41
U		207
Discharge Expiration		110
Discharge-Formal Adjudication Or Conviction		25
Executed		72
(blank)		81
Closed Rejected		35
Closed-No Ongoing Responsibilities		46
Grand Total		564

Row Labels	JUVENILE DISCHARGES	Count of Case Number
S		48
Discharge Early		12
Dismissed-No Conviction Or Adjudication		36
U		22
Discharge Expiration		17
Discharge-Formal Adjudication Or Conviction		5
(blank)		4
Closed-No Ongoing Responsibilities		4
Grand Total		74

SUPERVISOR LEVEL OF	CURRENT ADULT CASELOAD	ACTUAL # AND %
<u>Supervision level</u>	<u># of cases</u>	<u>Percent of cases</u>
High/Enhanced	28	8.48%
Medium	30	9.09%
Low	147	44.55%
Admin	125	37.88%

Supervision level table does not include juvenile cases, transferred out, warrant, pretrial or supervised release

STRATEGIC PLANNING

Over the course of this comprehensive plan, it is the goal of this department to plan and implement regular and consistent programming for clients. We will strive to incorporate all EBP skills into daily contacts with clients. We will utilize the new EBP coordinator position to track various services and outcomes.

We currently address community needs by working with our clients to determine their current level of need and referring most service to providers in our region. We have very limited programming in the county. The use of risk/needs/responsivity assessments and case planning assists with better outcomes for our clients.

Goals for 2024 are to increase daily use of EBP skills, use the LS/CMI and case planning tool more effectively, reduce supervision levels, improve client satisfaction and provide better data input for later evaluation purposes. As a director, my intraoffice goals for 2024 are to retain current staff, support staff wellness, increase collaborative efforts with community partners, begin year round cognitive skill classes.

Additionally, we are looking forward to continued work with the three delivery systems and the Council of State Governments in developing supervision standards, including the risk/needs/responsivity tools, behavior response grid, and improved data input and outcomes reporting.

In 2025, the focus will be on cognitive skills for clients and additional efforts in collaboration with the local workforce center for education and employment information for clients. We would also like to develop a formalized mental health caseload. We currently identify certain clients as in need of additional supports due to mental health concerns but have been limited in our ability to provide more of a wrap around approach. Therefore, we will continue to work with our current partners and hopefully bring in additional partners who are also interested in having a county-wide collaboration of services for this identified population which will increase the client's wellbeing while reducing involvement in the criminal justice system; or at least will reduce the amount of jail time served.

Goals for years #3 and #4 of this plan will be addressed in the interim plan. Upon evaluation of the next 2 years, and with the start of the EBP Coordinator position, we will take time to thoughtfully consider the strategic planning of the remaining two years.

PRE-TRIAL, DIVERSION AND OTHER SERVICES

Pre-trial & Diversion

Our agency assists the Courts by providing pre-trial services which include MNPATs, Pre-Plea/Pre-Sentence Investigation Reports, restitution studies, chemical testing, referrals for services, and supervision of juvenile diversion files.

The Aitkin County Probation Agent currently administers a Juvenile Diversion Program in conjunction with the Aitkin County Attorney's Office. The Aitkin County Juvenile Agent oversees the Aitkin County Area Restorative Justice Program for juvenile clients.

PSI/PDI

When the Court requests this agency to provide reports, we assign the report to an agent and the office assistant collects documentation needed for the agent to make contact with the client and begin the report. Our agency uses statute 609.115 and the additional statutes referenced within, as well as the Minnesota Sentencing Guidelines, to guide our Pre/Post Sentence Investigation Reports process. Victim contact is included in this process to whatever extent the victim prefers. Additional collateral contacts are used in order to provide the Court with information needed to make the most informed decisions possible. A similar process is followed for juvenile Pre-Disposition Reports.

Cond Release

Individuals under condition release are provided services as outlined by the administrative authority assigning those cases. All staff assist with services for District Court pre-sentence cases. We have two agents specifically assigned to MN DOC condition releasees.

NARRATIVE OF CORE INTERVENTIONS AND EBP PROGRAMMING

This agency utilizes the most current versions of LS/CMI for adults and the YLS for juveniles. In addition, we use trailer tools to assist in better identifying risks and needs of those we supervise. Agents are trained in LS/CMI, YLS, ODARA, DRA, Northstar Gambling assessment, and RANT.

Motivational interviewing is used during the assessment process as well as daily interactions. Reviewing the assessments/score with the client allows the client to better assist in their own case plan. The use of case plans provides a framework for the client and agent to more effectively reach successful completion of goals, including Court ordered conditions and personal goals.

In addition to agents' efforts to provide good supervision which assists the client while also protecting community safety, agents also refer to:

- domestic violence programming (we have 1 agent trained but not a large enough caseload to provide this service in house)
- sex offender treatment via out of county providers (agents attend MNATSA to keep current on therapeutic topics and quarterly provider meetings)
- CD and MH services with options via in county providers, the Mille Lacs Band, and out of county providers.
- Cultural and gender specific responses and ongoing education/training of agents is encouraged.
- Housing is a very limited resource in county, especially for sex offenders and the homeless. We partner with social services and the Sheriff's Office as well as some local landlords.
- Staff are trained in the use of Carey Guides, T4C and Decision Points. We also have a partnership with public health to provide the Making a Change program which consists of sessions on cooking, nutrition, and finances, with an optional session in parenting.
- Aitkin County operates Sobriety Court, a state approved treatment court for drug and alcohol offenders. Aitkin County Community Corrections provides a full-time probation agent in this program.

VICTIM CONCERNS

Crime Victims are identified by the prosecutor's office and notice is sent to our agency. Victims are contacted with regard to presentence investigations and restitution studies and as requested by the victim post sentence. The victim's concerns and input are included in said reports. We have a working relationship with HOPE (advocates for domestic abuse victims), the county crime victim coordinator, and social service to assist in meeting the needs of victims.

CORRECTIONAL FEES

Corrections fees have traditionally been used to fill the funding gap prior to the 2023 legislation. The corrections fees assess directly by this agency are as follows:

FEE TYPE	FEE AMOUNT	2022 COLLECTED	2022 IMPOSED
Total		\$84,051	\$136,385
EHM	\$22/day	\$62,500	- -
Supervision Fees	\$50 short term or transfer \$200 non resident or MSD \$300 GM \$400 Felony	\$21,551	- -
Other	\$50 DVI \$15 UAs	\$0	- -

We currently continue to assess the above fees. Supervision fees continue to be assessed but do not prohibit discharge from probation but will no longer be assessed beginning 2027. Other fees are a fee for services rendered and will continue. Our agency provides EHM services including hookup, activation and maintenance. We contract through Minnesota Monitoring for rental of the EHM units.

CONTRACTED SERVICES

We will be utilizing the new EBP Coordinator to analyze programs, costs and outcomes.

Contracted Service or Programs

Program	Provider	Annual Contracted cost
Out of home placement	East Central Regional Juvenile Center	Annual Contract beds: \$118,956
Out of home placement	Northwestern MN Juvenile center; Village Ranch; Prairie Lake Youth Program; etc	No contract: pay per service
Alcohol and Drug Testing	Redwood/Abbott; Premier Biotech	No annual contract: pay per service
Electronic Home Monitoring	Minnesota monitoring	No contract: \$9.95-\$11.95/unit/day
MADD Panel	A two-hour panel presentation regarding the impact on victims of drinking and driving.	No contract: client pays program
Diagnostic Assessment	Nystrom's, Northern, Pines, etc	No contract: client pays program
Sex Offender Programming	CORE, Alpha, The Duluth Institute, etc	No contract: client pays program
Online education	3 rd Millennium, Safety Council, MADD, DWSR, Diversion Solutions, etc	No contract: client pays program
Restorative Justice	Aitkin County Area Restorative Justice	In house: no fee
In-Home Family Counseling	Local social services	No contract: no fee

DEPARTMENT BUDGET

Fiscal Years 2024-2025

see appendix for full department budget

SALARY ROSTER

PROGRAM AREA	DESCRIPTION	FTE
ADMINISTRATIVE	Director employed as the Department Head to oversee the correctional operations in Aitkin County and as the liaison with stakeholders.	1.0
	A full-time Office Assistant provides confidential support to the Director as well support to adult and juvenile services.	1.0
	EBP coordinator (beginning early 2024)	1.0
ADULT PROBATION	Corrections Agent provide services to adult offenders sentenced to probation and supervised release offenders in Aitkin County.	4.5
Specialty Court Agent	Corrections Agent provides full-time services to the Aitkin County Sobriety Court.	1.0
JUVENILE PROBATION	Corrections Agent provides services to juveniles sentenced to probation in Aitkin County, as well as diversion programs.	0.5

FTEs BY PROGRAM AREA

Position	Salary Range	FTEs
Office Assistant	40,922 – 56,197	1.0
EBP Coordinator	53,138 – 73,131	1.0
Corrections Agents	65,617 – 90,065	7.0
Director	85,693 – 118,289	1.0

DOC Funding Analysis

<u>Probation Program</u>	CY2024 Budget	CY2025 Budget (est)
Corrections-Subsidy	\$867,934	\$867,934
Expenditure		
Salaries & fringe	\$871,982	\$950,000
Administration	\$24,205	\$25,000
Training Program	\$10,600	\$11,000
Juvenile Probation Program	\$221,500	\$225,000
Adult Probation Program	\$ 4,200	4,200
Sobriety Court	\$ 5,700	\$5,700
Probation Services	\$43,000	\$45,000
Expense Subtotal	\$1,181,187	\$1,265,900
Total Revenue	(\$867,934)	(\$867,934)
Net	\$313,353	\$397,966

BOARD SIGNATURE PAGE

MINNESOTA DEPARTMENT OF CORRECTIONS - COMMUNITY CORRECTIONS ACT SUBSIDY

To be used for original application and for amendments to the original comprehensive plan that adds or deletes units of service.
Check one: **Original Application** Amendment

Applicant: AITKIN COUNTY COMMUNITY CORRECTIONS

Application Period: Fiscal Year 2024 through Fiscal Year 2027

Original Proposed Budget:	DOC Subsidy	\$ <u>867,934</u>
	Other State Funds	\$ <u>61,000</u>
	County Funding	\$ <u>252,253</u>
	TOTAL BUDGET	\$ <u>1,181,187</u>

Community Corrections Administrator:
Name/Title/Signature KAMERON GENZ, DIRECTOR

Address 209 2nd ST NW -Rm 178, AITKIN, MN 56431

Telephone # (218) 927-7202

Financial Officer:
Name/Title/Signature KIRK PEYSAR, AITKIN CO. AUDITOR

Address GOVERNMENT CENTER
307 – 2nd Street NW – Rm #121, AITKIN, MN 56431

Telephone # (218) 927-7354

APPLICANT'S AGREEMENT

- It is understood and agreed to by the applicant that:
- 1) Funds granted for this community corrections comprehensive plan will be used only to implement the plan as approved by the Commissioner of Corrections.
 - 2) The grant may be terminated in whole, or in part, by the Commissioner of the Minnesota Department of Corrections. Such termination shall not affect obligations incurred under the subsidy prior to the effective date of such termination.
 - 3) The applicant will apply for approval to change the plan whenever implementation or financing will be materially changed. Approval will be governed by Minnesota Rules Chapter 2905.0500.
 - 4) Financial status reports will be submitted every three months and narrative progress reports every six months as directed by the Commissioner of Corrections. Necessary records and accounts, including financial and property controls, will be maintained and made available to the Department of Corrections.
 - 5) The applicant will strictly adhere to rules promulgated by the Department of Corrections (Minnesota Rules 2905).

SIGNATURES OF AUTHORIZED OFFICIALS

Please remember: These same signatures are required to be on any amendment that adds or deletes programs/services/funding.

Name/Title/Signature: Jessica Siebert, Aitkin Co. Administrator

Name/Title/Signature: Aitkin Co. Board Chairperson