



# Anoka County

## HUMAN SERVICES DIVISION

### Community Corrections

Courthouse  
Adult Court  
Juvenile Court  
Juvenile Field

Rum River Human  
Service Center  
Workhouse  
Fahr Building 10  
Administration  
Building 13

Lino Lakes Juvenile  
Center  
Anoka County  
Secure  
Non-Secure  
Program  
East Central  
Regional  
Juvenile Center

February 10, 2020

**MEMO TO:** Anoka County Community Corrections Advisory Board

Judge Spencer Sokolowski	Michael McGee
Judge Sharon Hall	Morgan Whiterabbit
Judge John Dehen	Bryan Lindberg
Judge Dyanna Street	Virginia Murphrey
Commissioner Mike Gamache	Dr. Roger Worner
Commissioner Mandy Meisner	Dave Pacholl
Commissioner Robyn West	Cindy Cesare
Dr. Ed Evans	Jerry Pederson
Robert DeRoche	Randy Tenge

**FROM:** Don Kjonaas, Chair

**SUBJECT:** Community Corrections Advisory Board Meeting  
and Meeting of the Anoka County Board of Commissioners\*  
Thursday, February 20, 2020 – 12 noon  
Anoka County Government Center – Room 710

### AGENDA

1. Approval of the January 16, 2020 meeting minutes – *attached*
2. Old Business
3. New Business
4. Minnesota Sentencing Guidelines – Five Year Probation Caps

copy: Dylan Warkentin, Todd Benjamin, Corey Kohan, Rick Sells

**◇ We appreciate notification if you are unable to attend the meeting to ensure an accurate lunch count. Thank you. ◇**

Please contact Tracy Rohloff at 763-324-4979 or [Tracy.Rohloff@co.anoka.mn.us](mailto:Tracy.Rohloff@co.anoka.mn.us)

*\* Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-committee Commissioners may choose to participate in the discussions and/or ask questions, but they will **not** vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*

Working to Build a Safer Community

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**Anoka County Community Corrections  
Advisory Board Meeting Minutes – January 16, 2020**

The Anoka County Community Corrections Advisory Board meeting was held on Thursday, January 16, 2020 at 12 noon in Room 710 at the Anoka County Government Center.

Board Members Present: Judge Spencer Sokolowski, Judge John Dehen, Commissioner Mike Gamache, Commissioner Mandy Meisner, Don Kjonaas, Dr. Ed Evans, Robert DeRoche, Michael McGee, Morgan Whiterabbit, Bryan Lindberg, Virginia Murphrey, Dr. Roger Worner, Dave Pacholl, Cindy Cesare

Others Present: Dylan Warkentin, Corey Kohan, Todd Benjamin, Rick Sells, Tracy Rohloff, Wes Volkenant (Citizen)

\* \* \* \* \*

Chair Don Kjonaas called the meeting to order at 12:04 PM.

\* \* \* \* \*

There was a motion made by Dr. Roger Worner and seconded by Robert DeRoche approving the minutes of the November 21, 2019 meeting. The motion passed unanimously.

\* \* \* \* \*

New/Old Business: None.

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**Technology Advances in Corrections**

Dylan Warkentin, Corrections Director, presented a PowerPoint on the technology advances being implemented in the Anoka County Corrections department. Traditional methods of communication with Corrections clients include phone calls, mailing letters, and office/home visits. Most communication is moving to web-based platforms and portals, such as banking and healthcare, to access your personal information. From a secure log-in, individuals are able to receive reminder notifications for appointments, billing notifications, etc. Information and communication are accessed easily which saves time and creates more accountability. Corey Kohan provided highlights of the adult client portal.

- Locally, there was a lean project to look at how Corrections communicates with clients and the effectiveness of the communication such as mailing letters. Lost mail and boundary issues can arise with this method.
- A collaborative project between the Corrections departments in Anoka, Sherburne, and Stearns counties was organized to address the concept of a web-based portal for clients to enhance the traditional methods of communication. Information Technology (IT) departments have been included in the process to ensure capatability.
- The portal provides a secure log-in, dashboard of information, record of log-in history, conditions and information updates, messages between the client and probation agent, appointments, automatic documentation functionality, probation agent information, and more.
- Strategic Technologies Inc. (STI) is the vendor that works with the client services database called CSTS which Corrections departments use statewide. STI has created the online program based on the needs and input of the three county collaborative. There are no fees to the client for vendor services.
- Corey described the screenshots of the client portal dashboard and the agent supervision portal. The information provided in the portals includes client information, appointments, cases and conditions, notes, FAQs, messages, etc.

- The web-based program provides a supplement to client contact and won't replace office or home visits, especially for high-risk clients. It is possible that some types of office visits may be reduced for some low-risk clients. In this case, there would be check-ins made through the portal.
- The goal is to start testing the product in March with implementation in June.

Todd Benjamin continued the presentation with information on the juvenile client program titled Facility Admission (FA) for staff. Highlights of the presentation include:

- Todd described the history of the JAIMS information management system for juvenile centers which is no longer supported. All future computer platform applications are being developed and launched in web-based platforms for mobility, efficiency, universal application, and integration.
- CSTS and FA are now integrated as the juvenile probation and facility client database.
- Information provided through FA to Juvenile Center staff includes court cases, probation, auto-notifications on facility admissions, departs, and risks, etc.
- Todd described the screenshot of FA and how it is imbedded in CSTS.

Dylan, Corey, and Todd were thanked for their informational presentation.

*PowerPoint is available in the Community Corrections administrative office.*

\* \* \* \* \*

A motion was made by Judge Sokolowski and seconded by Robert DeRoche to adjourn the meeting. The meeting adjourned at 1:02 PM.

\* \* \* \* \*

**Next Meeting**

The next Community Corrections Advisory Board meeting will be held on Thursday, February 20, 2020 at 12:00 noon in Room 710 at the Anoka County Government Center.

*Minutes submitted by Tracy Rohloff.*