

**VIGO COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD AND JRAC BOARD
(AMENDED 1/2024)**

NAME	OCCUPATION	ADDRESS	PHONE NUMBER	POSITION	TERM
Aaron Loudermilk	County Council Member	5019 Par 4 Ln TH 47802	812-239-5670 aaron.loudermilk@vigocounty.in.gov	County Council	2024
Gretchen Etling	Chief Public Defender	111 Oak TH 47807	462-3309 231-4425 Fax 235-3992 Gretchen.Etling@vigocounty.in.gov	Public Defender	2024
Vacant				Ex Offender	
Vacant				Minority Member	
Dan Kelly	Juvenile Magistrate	202 Crawford TH 47807	231-5664 ext 5664 Fax 231-5695 Dan.Kelly@vigocounty.in.gov	Judge / Juvenile	By Statute
Michael Lewis	Judge, Superior Court	33 S 3 rd Street TH 47807	462-3418 ext 7457 FAX 235-3296 Michael.Lewis@vigocounty.in.gov	Judge / Superior	By Statute
Sarah Mullican	Judge, Circuit Court	33 S 3 rd St TH 47807	462-3241 ext 7465 Fax 232-4995 Sarah.Mullican@VigoCounty.in.gov	Judge / Superior	By Statute
Mel Burks	C.E.O. Hamilton Center	PO Box 4323 TH 47804	231-8323 Adrea Davis Fax 231-8411 mburks@hamiltoncenter.org	Mental Health	2024
Charles Hilton	School Admin. (Retired)	3882 N Shrinewood TH 47805	466-3735 cfh84200@aol.com	Educational Administrator	2024
Sheila Priester	Director, Vigo County Group Home Secretary	1308 S 6 th St TH 47802	462-3256 Sheila.Priester@vigocounty.in.gov	Private Institution	2024
John Etling	Catholic Charities	1801 Poplar St TH 47803	812-232-1447 Fax 249-8798 jetling@CCTHIN.org	Layperson	2024
Mike Wright	County Attorney Council	650 S 1 st ST Terre Haute IN 4787	812-201-9562 Michael.wright@vigocounty.in.gov	Layperson	2024
Leeann Riesenbeck	Chief Probation Officer	Probation 120 S 1 st St TH 47807	462-3351 x 7153 Leeann.riesenbeck@VigoCounty.in.gov	Adult Probation	2024
Derek Fell	Chief Deputy	600 W Honey Creek Dr TH 47802	462-3226 Fax 235-7558 Derek.fell@vigosheriff.in.gov	Chief Deputy	By Statute
Mayor Brandon Sakbun	Mayor's Office	17 Harding TH 47807	232-9467 Fax 234-2215 brandon.sakbun@terrehaute.in.gov mayor@terrehaute.in.gov	Mayor	By Statute
Rob Roberts	Prosecutor, Chief Deputy	33 S 3 rd St TH 47807	462-3305 236-9908 Fax 232-8817 X7514 Rob.Roberts@vigocounty.in.gov	Prosecutor	By Statute
Heidi Decker	Local Office Director, Dept of Child Services	30 N 8 th St TH 47807	812-234-0100 812-249-5943 Heidi.Decker@dcs.in.gov	Director of CFServices	No Exp
Deborah Kesler	Chief Juvenile Probation Officer	202 Crawford TH 47807	812-231-5653 Deborah.Kesler@vigocounty.in.gov	Chief Juvenile Probation Officer	2024
Chris Switzer	County Commissioner	650 S 1 st St TH 47807	812-462-3367 Chris.switzer@vigocounty.in.gov	County Commissioner	2024

**VIGO COUNTY COMMUNITY CORRECTIONS
ADVISORY BOARD
MEETING DATES 2024**

January 30th

March 26th

May 28th

July 30th

September 24th

November 26th

All meetings will be held at 12:00 pm at the
Vigo County Community Corrections building
104 S. 1st St, Terre Haute, IN 47807
812-462-3381

**VIGO COUNTY COMMUNITY CORRECTIONS
ADVISORY BOARD MEETING
Vigo County Community Corrections Conference Room
November 28, 2023**

Board Chairman, Gretchen Etling, called the regular session meeting of the Vigo County Community Corrections Advisory Board to order at 12:00 p.m. Members present were , LeeAnn Riesenbeck, Charles Hilton, Aaron Loudermilk, John Etling, Mel Burks, Sheila Priester, Heidi Decker and Deborah Kesler. Present from Vigo County Community Corrections were William Watson, Executive Director of Court Services and Tracy Osburn, Deputy Director of Administration. Members not present were: Dan Kelly, Judge Michael Lewis, Mayor Duke Bennett, Sheriff John Plasse, Mike Wright, Rob Roberts, Chris Switzer, Judge Sarah Mullican and Cindy Winkle.

Consideration of the September 26, 2023 minutes: Call for corrections were made. No Corrections were presented. Charles Hilton moved to accept the minutes, Seconded by, Sheila Priester, vote taken, passed by unanimous decision.

Director Watson presented the Financial Report. Call for corrections were made. No questions or corrections were presented. Mel Burks moved to accept the Financial Report, seconded by Charles Hilton.

New Business

Staff Raises:

Director Watson asked for a 4% increase for his staff. Director Watson explained that the County approved a 3% raise for its employees however Community Corrections employees do not fall under the County Ordinance and by such are not given longevity. Director Watson believe that the additional 1% increase would be a way to adjust for that difference. Motion was made to accept the 4% increase by Mel Burks and seconded by Aaron Loudermilk, passed by unanimous decision.

Board President Gretchen Etling asked Director Watson to leave the room while his raise was discussed.

Board President Gretchen Etling discussed with the advent of the Dual Diagnosis Program that Director Watson's duties and responsibilities had increased significantly. She proposed a 7.5% raise for Director Watson. Motion was made by Charles Hilton and seconded by Sheila Priester. Passed by unanimous vote.

Discussion was made regarding updating the job description for Director of Court Services to require (not prefer) a Master's Degree and to require 6 hours of continuing education in the Mental Health area annually. Motion made by Charles Hilton and seconded by Aaron Loudermilk. Passed by unanimous decision. An amended job description will be presented at the January 2024 meeting.

Meeting Dates for 2024 were presented as follows: January 30, 2024, March 26, 2024, May 28, 2024, July 30, 2024, September 24, 2024 and November 26, 2024.

Discussion was made to extend Board Officers term to two years. Motion was made by John Etling and seconded by Mel Burks. The bylaws shall be amended to reflect the two year term and will be presented as the next meeting.

Old Business

Director Watson stated that the CPC Audit was completed on October 20, 2023. He stated that the final report is not yet back but the exit interview was very favorable. Auditors were impressed with how well staff was versed in and implemented Evidence Based Practices.

Director Watson advised that our Residential Audit was completed on November 1, 2023. We did very well on this inspection. Director Watson stated that good staff makes us look good. This audit is performed every two years.

Director Watson advised that the Financial Audit was completed and once again we did very well. There were no findings during the audit. There was a recommendation for changing Fund numbers which Deputy Director Tracy Osburn has already been in communication with the Auditor's Office to establish the change for next year.

New Business – JRAC

Director Watson stated today we received the Annual Report and it will be included with next meetings packet. Director Watson stated that he was aware of changes to reporting requirements but as of yet did not know what those changes were specifically.

Director Watson discussed the Racial Equity Study. He reminded the Board that participation in the study was agreed to by the Judges and that the PreTrial Screeners were gathering the data and submitting it. Director Watson discussed that the data might not reflect accurate numbers due to several factors; the participation is voluntary, the questions can be quite lengthy and possibly confusing at times as well as some participants could be impaired at the time of book-in.

Old Business

Director Watson again discussed that the time commitment for the Technical Assistance is huge if not impossible for those already working a full time job. Director Watson

believes that the time commitment is the reason that not many people have accepted. Director Watson also stated that we already do many of these things at the local level.

Committee Developments: Director Watson discussed the previous meeting with Commissioners regarding the 2.5 million grant. The grant was not applied for because the 2.5 million was not enough funding. Currently only one County has applied for those funds. Representative Steuerwald has reached out to possibly increase the 2.5 million to 5 million. The Commissioners would be on board with matching the 5 million.

Board Comments

Charles Hilton asked about the alarm system. Director Watson explained that we were still waiting on some final quotes and the cost of the system might possibly be less than was previously anticipated. Director Watson explained it might be possible that monies would be available from previous appropriations to Dual Diagnosis without needing added funds or additional appropriations as there are funds left unspent in the Dual Diagnosis program.

Motion to adjourn made by Mel Burks and seconded by Aaron Loudermilk.

Next meeting: January 30, 2024

Respectfully submitted by Tracy Osburn this 28th day of November, 2023.