Resolution ratifying acceptance of funds from the Office of Criminal Justice Planning. The amount of funds awarded to the Probation Department is $40,000 to be used for drug testing, residential treatment and a probation aide position. The mini-grant is additional funding for the current OCJP anti-drug abuse grant funds for purposes of establishing a drug court in Mariposa County.

Resolution authorizing the Personnel Director to direct staff to prepare a job description for Probation Aide and add to employee allocation schedule. The position of the Probation Aide would be funded by the Office of Criminal Justice Planning under the California Drug Court Project Mini Grant.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board of Supervisors previously ratified the acceptance of funding for the OCJP anti-drug abuse program.

Per Mariposa County Personnel Policies and Procedures Handbook, Section 4.02 "Classification Plan Amendment: The Board may create new classes or revise or abolish existing classes." A Probation Aide position was previously created in April 1988 which was subsequently revised to the Senior Juvenile Supervisor classification.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not accept the grant funds and continue to use county funds toward combating drug use by individuals.

Jeopardize future funding of the OCJP anti-drug abuse grant.

Not approve the addition of the Probation Aide position which would jeopardize the Drug Court Mini Grant.
August 30, 1999

Ms. Gail Neal
Mariposa County Probation Department
P.O. Box 76
Mariposa, CA 95338

Dear Ms. Neal:

Thank you for submitting a grant application for funding through the California Drug Court Project. We are pleased to inform you that your county has been chosen to receive a mini-grant award for fiscal year 1999-2000.

The Oversight Committee for the California Drug Court Project reviewed 67 drug court applications from 26 counties requesting a total of $2,594,348. As you know, the Office of Criminal Justice Planning (OCJP) is providing $1 million in funding for this project.

The grant award amount for the drug court in Mariposa County is as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>Approved Uses</th>
<th>Award Amt.</th>
</tr>
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<tbody>
<tr>
<td>Adult Drug</td>
<td>Drug Testing, Probation Aide,</td>
<td>$40,000</td>
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<tr>
<td></td>
<td>Residential Treatment</td>
<td></td>
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</table>

Your standard agreement contract with the Administrative Office of the Courts is being prepared and will be dated September 1, 1999 through June 30, 2000. Thus services rendered from September 1 on will be reimbursable. When returning your agreement, you will need to include a revised budget if the amount of your award is not the same as the amount requested in your original application.

Courts in counties that continue to have a fiscal year 1998–1999 mini-grant will not be mailed the fiscal year 1999–2000 contracts until all statistical and financial reports are current with the prior grant agreement.
August 23, 1999
Page 2

If you need further information, please feel free to call Sandy Claire at (415) 865-7632.

Sincerely,

Patrick J. Morris, Chair
Oversight Committee for the
California Drug Court Project
Mini-Grant review criteria approved by the Judicial Council in April 1999 are:

- Viability of the program and its current level of financial need;
- Consistency with the California Standards of Judicial Administration and other drug court guidelines;
- Involvement of a local steering committee;
- Successful completion of statistical and financial reporting requirements for previous mini-grant funding periods (if applicable); and
- Completeness and comprehensiveness of the application.

These criteria are listed on page v of the FY 1999-2000 mini-grant application.
APPLICATION

for

CALIFORNIA DRUG COURT PROJECT

MINI-GRANTS

[Mini-grant funding for the FY1999-2000 cycle]

Note: All of the following documents must be received at the AOC by 5 PM on Thursday, July 1, 1999. Faxed or electronically mailed applications will not be acceptable.

CHECKLIST FOR SUBMISSION

1. Application Questionnaire
2. Funding/Reporting Information
3. Proposal Narrative
4. Reporting Commitment
5. Steering Committee Roster
6. Letters from Members of Steering Committee (optional)
7. Letters of Support for Drug Court Program (optional)

Name of County: MARIPOSA

Number of Drug Courts Requesting Funding: ONE

Contact Person: JAMES W. MOFFETT

Address: P.O. BOX 76 MARIPOSA CA. 95338

Phone: (209) 966-3612
e-mail: MARIPOSAPROBATION@SIERRATEL.COM
INDIVIDUAL DRUG COURT INFORMATION

• FOR THIS COUNTY-WIDE APPLICATION, PAGES 4 – 21 SHOULD BE COPIED AND COMPLETED FOR EACH PARTICIPATING DRUG COURT AS NEEDED.


• ALL APPLICATIONS MUST INCLUDE THE REPORTING COMMITMENT FORM AND STEERING COMMITTEE ROSTER AT PAGES 18 – 21 FOR EACH PARTICIPATING DRUG COURT.
FUNDING/REPORTING INFORMATION

Individual Drug Court Funding:

A. Amount of funds requested: $40,000

B. Total anticipated annual cost (overall budget) of your drug court program in fiscal year 1999/2000: $167,600

Use of Funds:

Describe intended use of mini-grant funds requested in (A) above.

$10,000 DRUG TESTING: Laboratory fees, supplies and equipment.

$16,500 EXTRA HELP PROBATION AIDE: Hours of probation aide, time for assistance in client contacts, drug testing and processing of paperwork.

$13,500 RESIDENTIAL TREATMENT: Residential treatment bed cost at Changing Echoes(1) treatment for each month of grant period. ($1,500 per month X 9 mos.)
Other Funding Sources:

- Describe the source of funding for the difference between your total anticipated annual funding and the total grant amount \((B - A)\).
  1) O.C.J.P. Anti-drug abuse grant funds, full-time DPO, Deputy District Attorney (75%) and legal secretary (36%)
  2) Client fees
  3) County general fund
  4) Trial court funding
  5) State allocation alcohol and drug
- Please list other current sources of funding or grants and the ending dates for those funding cycles.
  O.C.J.P. Anti-drug Abuse 7/1/99-6/30/2000
  State Department of Alcohol and Drug allocation 7/1/99-6/30/2000

- Describe any potential funding for your drug court program that you have applied for but which is not included in your current funding.

  None.

Fee Policy:

- How much are individual client fees?
  
  $400-$500

  How are the fees collected?

  Weekly or monthly payments through Kingsview Drug and Alcohol

- How are the fees used?

  Offset program costs, supplies, etc.
Financial Record Keeping:

Please list the name, address and telephone number of the person to contact regarding financial information, forms and reporting.

Barbara Carrier
P.O. Box 76
Mariposa, CA 95338
(209) 966-3612   FAX (209)742-5961

Please briefly describe the internal accounting protocols that will be used to assure that financial reporting requirements will be maintained and funds will be utilized as intended.

All standard internal accounting protocols within the county will be utilized to assure program compliance. The Probation Department is the agency which will receive and monitor grant funds. The Department has an established record of successful utilization of state and federal grant funds and accounting protocols have withstood numerous and regular audits. The County Auditor’s Office coordinates a yearly countywide outside audit for all departments. Individual grant program audits are included. The Department will comply with any requirements for financial reporting and/or audit purposes.
Statistical Record Keeping:

- Please list the name and telephone number of the contact person for statistical information.
  Steve Emms (Alcohol and Drug) (209) 966-2000
  Janet Bibby (District Attorney) (209) 966-3626
  Barbara Carrier (Probation) (209) 966-3612

- How will your program compile relevant statistical data for evaluation and reporting purposes? What kind of data is collected as to the operation of the drug court (provide examples)? Describe your ability to track and monitor client progress.

Each program component uses Automated Management Information System. Court, District Attorney and Probation System (JALAN) are integrated. Data will be collected on client participation, terminations, dismissals, and recidivism. Demographic Data (client), and billings (fees based on services) will also be computerized. Involved Agencies have a history of successful collaboration in other programs (diversion, Domestic violence).

- What criteria has your local program adopted to measure the effectiveness of the program?

  1) Number of positive/negative drug tests.
  2) Percentage of clients terminating (failure) or completing (success) the program vs. P.C. 1000 (diversion).
  3) Recidivism (re-arrest) rates.
  4) Numbers of VOP petitions filed

- Are you willing to be part of a statewide evaluation process? Yes
PROPOSAL NARRATIVE

INSTRUCTIONS: Please answer the following questions for each new/enhanced drug court program for which you are applying for funding. Use only the space provided. Responses may be single-spaced.

I. Statement of Need: Describe the need for a new/enhanced (circle one) drug court program. Include a discussion of the data available that supports your assessment of need.

There is agreement among justice system officials that methamphetamine use is the primary drug problem within the county. The use, cultivation and distribution of marijuana is also a significant problem.

It has been agreed that a new, innovative approach to the handling of drug offenders is needed within the county. Despite significant efforts in the investigation, apprehension, conviction and supervision of offenders, drug use has continued to increase. The steering committee is of the opinion that probation and diversion programs used in the past have not adequately addressed the many and varied needs of offenders. VOP filings for probationers have increased (46 for 97/98). Many diversion referrals are considered inappropriate because offender history and need exceeds programatic offerings.

II. Overview of Program: Include implementation plan and proposed timeline.

The Mariposa Drug Court Program has been developed through an intensive planning effort involving the active participation of all program components. The program descriptions are completed and policy has been established. Forms to assure adequate communication among agencies have been developed. Training of involved personnel has commenced and should be completed by July 30th. It is anticipated that the Drug Court will be fully operational by August 16, 1999.
Please provide the following:

A. Case load:

1. Number of (a) felony complaints and (b) misdemeanor complaints filed countywide in FY 1997-98 or juvenile petitions (if applicable).

   Felony (non-traffic) complaints – 200
   Misdemeanor (non-traffic) – 469
   Misdemeanor traffic - 233

2. List those charges that allow for eligibility in the drug court program. How many Complaints were filed countywide in FY 1997-98 for each category?

   Health & Safety Codes 11350, 11364, 11365, 1377 or 11550 – 132 total complaints
   Non serious, non-violent offenses where the primary motivating factor would be addiction (no statistics available).

3. Number of current and/or anticipated participants in drug court program.

   30 anticipated clients during grant term.

4. Type of program: PC 1000 DEJ X ___; Non-PC 1000 DEJ ___;
   PC 1000.5 (pre-guilty plea) ___ ; Post-Sentence X ___; Other (please describe)

5. Total estimated cost per outpatient client (include the cost of donated services).

   Estimated at $600. (out-patient treatment services)

B. Description of target population to be serviced by this grant:

   Drug offenders with a complaint filed as listed in (2) above. Probationers with VOP pending who would benefit from drug court participation. PC 1000 diversion clients who have not completed the diversion program. Exclusions include violent felony offenders, prior “strikes,” drug manufacturing or sales, CDC or CYA parolees no 290 PC offenses, prior drug court participants.

C. Treatment Resources (currently used and/or available treatment resources):
1) Kingsview Dug and Alcohol Services-outpatient drug and alcohol counseling and treatment. Provide detox and residential services through contracts for services.

II. Goals: Describe the expected goals of your program. Use performance indicators that will describe in measurable terms what you hope to accomplish with your drug court program.

The overall goal of Mariposa County’s substance abuse efforts is to decrease the use, abuse and demand for methamphetamine, marijuana, alcohol and other drugs. The goal of the drug court is the more effective and efficient use of public response and resources to address the problem of drug offenders.

The Kingsview Drug Court (treatment) Program is designed to educate the participants on the legal, societal and individual consequences of the use/abuse of alcohol and other drugs and subsequently reduce criminal activity involving mood-altering chemicals.

The Drug Court Program is intended to reduce the number of drug offenders within the county, together with reduction in offenses where drug addiction is the major motivation for the illegal act.

It is hoped that drug court participants will more actively participate in therapeutic activities and successfully complete the program as compared with previous diversion experience.

Performance indicators include numbers of drug court failures vs. successful completions, numbers of VOPs filed, number of new offenses by participants and recidivism by the target population.
III. **Program Design**: The following questions are designed to reflect the design parameters and implementation standards of your proposed program.

A. **Centralized drug court**:

1. Will a single drug court judge and court staff in your jurisdiction(s) handle designated cases referred for drug rehabilitation purposes (but not necessarily all drug cases)? Yes

2. What is the term of assignment for a judge(s) to the drug court(s)?
   3 years

   How is this assignment made? By the presiding judge

   What training, if any, is provided to the judge(s) being assigned the drug court? Judge Carlos C. LaRoche has presided in drug courts in Oakland during several assignments by A.O.C. He has also attended the CJSP week long alcohol and drug course on two occasions in the past three years.

   Additional interdisciplinary education will be sought each year on a variety of topics related to drug court.

3. What is the minimum required time of participation of a client, from placement to completion, of your program? 18 months
4. If there are distinct phases in your program, please describe them.

Identification and Eligibility  Deputy DA and Defense Counsel will cooperate in a non-adversarial process of identification and eligibility review of prospective clients. The Deputy DA will assure public safety is safeguarded. Program forms will be reviewed with client by Defense Counsel.

Stabilization (Phase One) Drug and alcohol assessment will occur initially. Management plan will be developed. Court appearances will be required weekly. Probation will drug test and monitor compliance and report to court. (3 month minimum)

Intensive treatment (Phase Two) Individual/Group counseling and therapy. Probation will drug test, monitor and report to court two times monthly. (3 months minimum)

Transition (Phase Three) Drug testing, probation contacts and court review sessions decrease. Employment, education and aftercare is emphasized. Drug testing is random, contacts at least monthly. (6 month minimum)

B. Immediate and up front intervention:

1. Within what time frame after placement in the drug court program by the drug court judge will participants be placed in a supervision and treatment program?

   Within 24 hours

2. Within what time frame will the participants be seen by that same judge at a progress report hearing after placement?

   Within one week

C. Coordinated and comprehensive supervision, treatment, and aftercare:

1. How will critical case information within your drug court program be coordinated? How often does the Steering Committee meet?

   Mariposa County has a history of successful coordination among the agencies and departments involved in drug court. The planning process has included active participation by the agency heads and staff who will be involved in day to day drug court operation. Forms have been developed to assure information is readily available for each component. The steering committee will meet monthly to assure the programs success.
2. How long must the client be in treatment in order to complete the program?

   6 months minimum

3. What is the proposed frequency of treatment sessions in each phase of the program?

   **Phase One** 1) weekly outpatient group and 1) weekly outpatient individual, 2, 12 step meetings

   **Phase Two** weekly group session, individual therapy 2x monthly, weekly 12 step meetings

   **Phase Three** As facilitated by probation and Kingsview Mental Health

   Referrals for ancillary services can be made during any phase as needed.

4. Please describe each treatment provider you plan to use?

   **Name**          **Services Provided**
   Kingsview Drug and Alcohol Services  
   Group and individual counseling
   Referral to ancillary services
   Detoxification and residential treatment
   (provided out of county by contract for services)
How often is drug testing administered during each phase of the program?

Phase One- 3 times weekly
Phase Two- 2 time weekly
Phase Three- Random

6. How often are supervision contacts maintained throughout the program?
   Supervision contacts will include scheduled and random types. Office visits, home
   and field contacts will be used.
   Phase One- Minimum of three contacts weekly
   Phase Two- minimum of two contacts monthly
   Phase Three- Two contacts per month

   Contacts will increase if dirty drug tests are submitted or program participation
   (counseling attendance, etc.) decrease.

7. Who is responsible for accomplishing/reporting supervision contacts?

   Program Deputy Probation Officer and/or probation aide.
8. How often are progress reports before the same drug court judge and staff scheduled during each phase of the program?

   Phase One- Once per week
   Phase Two- Two times monthly
   Phase Three- Monthly

Progress reports in court can be increased dependent on history of drug tests, counseling participation, etc.

9. What educational opportunities, job training and placement, health, and/or housing assistance will be provided during the program?

   Activities toward job training and placement, education, health and housing will be primarily focused on clients in the phase three, transition period. The program probation officer will take the lead in making appropriate referrals in these areas. The program probation officer is a veteran adult PO who has worked with similar caseload for the past eight years. Services to meet the varied needs of clients are centrally located within the town of Mariposa and the Probation Department has substantial experience in coordinating with Mother Lode Job Training, G.A.I.N., adult education, county health and H.U.D.
D. Progressive incentives and sanctions:

1. What, if any, incentives will be given on successful completion of the program?

-Reduction in client fees

-Reduction in mandatory tests, treatment sessions, court hearings, and probation contacts.

-Dismissal of charges upon successful completion (education)

-Possible early termination of probation

-Avoidance of jail time

2. What will be the consequences of drug usage while in the program and/or failure to participate in the program?

Increased testing, meeting and court frequency, county jail term, suspended jail term, and/or residential treatment, and community service.

D. Ten Components of Drug Courts:

Please include a very brief description of how you are implementing the Key Components of Drug Courts:

1. Drug Courts integrate alcohol and other drug treatment services with justice system processing. Assessments will be completed by Kingsview Drug and Alcohol at client intake. Individualized treatment plans will address alcohol/other drug needs.

2. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants’ due process rights. District Attorney and Defense Counsel will work together in assessing suitability and eligibility for Offenders. Program forms reviewed by Defense Counsel with defendant.

3. Eligible participants are identified early and promptly placed in the drug court program. District Attorney will begin reviewing cases at time of complaint filing For Drug Court criteria. Defense Counsel will review criteria at arraignment.

4. Drug Courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services. Court will have access to all services available within the county. Residential services will be sought as needed.
5. Abstinence and use of alcohol and other drugs are monitored by frequent drug testing. Drug testing will be routinely administered. Scheduled and random tests will be sought.

6. A coordinated strategy governs drug court responses to participants' compliance. Each component of the Drug Court Program has participated in the planning Process. Steering Committee and programmatic review meetings will assure Continued coordination.

7. Ongoing judicial interaction with each drug court participant is essential. Participants will appear in court throughout the program. Increased frequency Initially, with court appearances no less than once monthly.

8. Monitoring and evaluation measures the achievement of program goals and gauges effectiveness. Cases will be monitored on a regular, on-going basis. Statistics will be kept by each component of the program. Results will be reviewed monthly and reported each year.

9. Effective drug court operations require continuing interdisciplinary education. Training has occurred during the planning process. Steering committee will assure That each component will participate in joint educational opportunities.

10. Forging partnerships among drug courts, public agencies, and community-based organizations increases the availability of treatment services, enhances drug court effectiveness, and generates local support. With a community based organization, the public benefits. The court has actively participated in the planning process. Drug Court has received media support.

F. PC 1000.5:

If you have a pre-plea program, how are you complying with Section 36, Standards of Judicial Administration -- Guidelines for Diversion Drug Court Programs? (See Appendix B)
REPORTING COMMITMENT FORM

INSTRUCTIONS: The following statement must be signed by the presiding judge or chair of the Coordination Oversight Committee, drug court judge(s), and court executive/administrator(s) of the jurisdictions involved. Please make a copy of this page if additional pages are needed.

We, the undersigned, have reviewed the enclosed application for a California Drug Court Mini-Grant proposal, and it has our full support and commitment.

We will ensure that all statistical and financial reporting requirements of the Oversight Committee for the California Drug Court Project through the AOC to OCJP will be fulfilled. We understand that such reporting will be a prerequisite for the release of grant funds.

We have reviewed the contents of Appendix A of this application entitled, Defining Drug Courts: The Key Components. We declare and certify the following:

At the PRESENT TIME, our Drug Court has implemented the following components:

1 2 3 4 5 6 7 8 9 10 (Circle as many as apply)

With the receipt of this mini-grant funding, the following key components WILL BE IMPLEMENTED in our Drug Court by the conclusion of this funding cycle:

1 2 3 4 5 6 7 8 9 10 (Circle as many as apply)

REQUESTING COURT:  MARIPOSA COUNTY SUPERIOR COURT

Carlos C. LaRoche  

Presiding Judge or Chair(s) of the Executive Oversight Committee (print or type)

Carlos C. LaRoche  

Drug Court Judge (print or type)

Currently Vacant

Court Executive/Administrator

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STEERING COMMITTEE ROSTER FORM

INSTRUCTIONS: Please use this form to list all members of your local Drug Court Steering Committee. If your drug court program is new and a Steering Committee is not yet in place, please list all those who intend to participate in the Steering Committee. The Steering Committee must be in place by September 1, 1998. Please make a copy of this form if additional pages are needed.

1. James W. Moffett (209) 966-3612
   Name
   Telephone
   Signature
   Chief Probation Officer
   Probation
   Partner Represented

2. Bryce Johnson (209) 966-3612
   Name
   Telephone
   Signature
   DPO III
   Probation
   Partner Represented

3. Christine Johnson (209) 966-3626
   Name
   Telephone
   Signature
   District Attorney
   District Attorney
   Partner Represented

4. Fabrice Desbrosses (209) 966-3626
   Name
   Telephone
   Signature
   Deputy DA
   District Attorney
   Partner Represented

5. Carlos C. LaRoche (209) 966-2005
   Name
   Telephone
   Signature
   Superior Court Judge
   Superior Court
   Partner Represented
<table>
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<tr>
<th></th>
<th>Name</th>
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<tr>
<td>6</td>
<td>Richard McMechan</td>
<td>(209) 966-2005</td>
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<td></td>
<td>Superior Court Judge</td>
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<td></td>
<td>Title</td>
<td></td>
<td>Partner Represented</td>
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<td>7</td>
<td>Steve Emmers</td>
<td>(209) 966-2000</td>
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<tr>
<td></td>
<td>Director</td>
<td></td>
<td>Kingsview Drug and Alcohol Services</td>
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<td>Title</td>
<td></td>
<td>Partner Represented</td>
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<tr>
<td>8</td>
<td>Pelk Richards</td>
<td>(209) 966-3615</td>
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<td></td>
<td>Sheriff</td>
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<td>Title</td>
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<td>Partner Represented</td>
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<tr>
<td>9</td>
<td>Charles Mosher</td>
<td>(209) 966-3689</td>
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<td>County Health Officer</td>
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<td>Title</td>
<td></td>
<td>Partner Represented</td>
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<tr>
<td>10</td>
<td>Thomas Mills</td>
<td>(209) 966-2651</td>
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<td></td>
<td>Attorney</td>
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<td>Title</td>
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<td>Public Defender</td>
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<td>Partner Represented</td>
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22
If your Drug Court Steering Committee has been established, please list/discuss activities of your steering committee as defined in section IIIc of this application.

The Steering committee began meeting quarterly commencing in April 1998. Meeting frequency increased as the members became committed to establishing a drug court (by consensus). Since February 1999, the committee has met at least monthly. As programmatic details were addressed, sub committees were formed to focus on specific program elements. Program requirements and descriptions were developed only after thorough review of the steering committee. Meetings have been regular and were well attended. Since May 1999, meetings of the steering committee and/or sub committees have occurred weekly.
June 28, 1999

To Whom It May Concern:

Mariposa County is applying for funding in the area of drug court prevention and services program. My agency the Mariposa County Sheriff's Office is pleased to provide a reference for such a program.

Our county continues to experience a rapidly changing environment where we are all attempting to cope with epidemic increased levels of drug abuse. Drug Abuse continues to be our number one crime problem in the county. We have a two-year trend showing that major crime with one exception is going down. That one exception is drug abuse.

As Sheriff for the County of Mariposa, I have actively participated in the planning phase of the Mariposa County Drug Court Program. I'm an active member of the steering committee. I full heartily support the application for additional funding in this drug grant. This funding opportunity will enhance the combined energies of our collaborative team to assist and encourage defendants to accept help and change their lives.

The mission of any drug court is to stop the abuse of alcohol and other drugs and related criminal activity. Drug courts promote recovery through a coordinated response to offenders dependent on alcohol and other drugs. Realization of these goals requires a team approach, including funding, cooperation and collaboration.

Respectfully,

Pelk Richards
Sheriff-Coroner
June 29, 1999

To Whom It May Concern:

Mariposa County is completing the planning phase for its first Drug Court, with anticipated start date in mid-August. Planning has been extensive, with visits to operating Drug Courts, review of program outlines from other courts (Federal and State) and numerous, well attended meetings with participation by all stakeholders.

The Justice System has increased its activities toward the goal of reducing the impacts of drug and alcohol offenses within our communities. Methamphetamine use continues to spread despite these efforts. Marijuana cultivation, distribution and use is also a major concern.

The Drug Court Program will offer an intensive, client-based response to the individual problems and needs of offenders. We feel that a successful outcome is likely because the agencies and departments involved have a track record of positive collaboration.

Sincerely,

[Signature]

James W. Moffett
Chief Probation Officer

JWM:rd