



Supreme Court of Illinois  
ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

Marcia M. Meis  
Director

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October 23, 2024

Ms. Shannon Siders, Director  
Champaign County Probation & Court Services  
Champaign County Courthouse  
101 E. Main Street  
Urbana, Illinois 61801

Dear Ms. Siders,

The Administrative Office of the Illinois Courts (AOIC) has approved Champaign County Probation and Court Services' County Fiscal Year 2025 Annual Probation Plan. The compensation plan and organizational chart are approved. Non-Exempt staff salary increases of 4.5% have been reviewed and approved. The increases for exempt staff pending County Board resolution are recognized. Upon finalization of the County Board resolution please forward a supplement to the CFY 2025 Annual Plan. It is recognized there are no changes to the salary ranges and the current maximum reimbursable salaries still apply.

The department's request for reorganization has been reviewed. The purpose of the reorganization is to add two probation officer positions in the specialized caseload unit and the Problem-Solving Court. Additionally, the request to convert Salary Subsidy positions to Grants-In-Aid. Both requests are not approved due to a lack of additional funds. The request also included a PREA Coordinator for the detention center. This request has been reviewed and is deferred while the AOIC Detention Unit conducts a thorough analysis.

In reviewing proposed expenditures from the Probation and Court Services Fund, \$10,500 psychological testing for employees, \$10,000 for capital expenses, \$200 for software, \$3,400 for memberships, \$200 for copier, printer, scanner, \$450 for cell phones, \$5,000 training accommodation, \$3,000 training per diem, \$50,000 vehicle purchase, and \$1,350 employee assistance program were included for department operations. These proposed expenses are not in line with the Administrative Office's Probation Services Fees Policies and Guidelines effective (March 1, 2012) and do not fall within statutory provisions as provided by 730 ILCS 110-15(11) which reads in part, "The respective counties shall be responsible for capital and space costs, fringe benefits, clerical costs, equipment, telecommunications, postage, commodities and printing".

The policies and procedures for Naloxone administration have been reviewed and found to be consistent with the AOIC Anti-Opioid Standards, this policy is approved pending receipt of the Administrative Order from the Chief Judge permitting establishment of this program in

<sup>10</sup> See, for example, the discussion of the 'right to be forgotten' in the European Union's General Data Protection Regulation (GDPR), Article 17(1).

11. *Leucosia* (Leucosia) *leucosia* (Linnaeus) *Leucosia* *leucosia* Linnaeus, 1758, *Systema Naturae*, 10, p. 333.

Champaign County.

The Administrative Office Detention Unit has received, reviewed, and approved the County Fiscal Year 2025 Juvenile Detention Center Addendum for Champaign County. The Champaign County Detention Center completed a Detention Site Review in January of 2023. The Champaign County Juvenile Detention Center is commended for the progress made on their Action Plan specifically regarding the number of hours of education provided daily, the addition of an evidence-based behavior management program with a token-economy, new detention clothing and hygiene products, and the creation of a release packet and new resident handbook. The submitted goals, specifically addressing standards 5.3 Educational Services, 6.7 Suicide Prevention and Intervention, and 9.3 Federal Laws (PREA) are noteworthy. AOIC Detention Unit is available for technical assistance to support the Champaign County Juvenile Detention Center in completion of their FY2025 goals. Additionally, support will be augmented with monthly in-person site visits, telephone contacts, and virtual meetings. If you have any questions, please contact Michelle Miller ([michelle.miller@illinoiscourts.gov](mailto:michelle.miller@illinoiscourts.gov)).

Evidence-based practices (EBP) in community corrections is the conscientious use of the best evidence currently available. Using these practices helps to inform risk (risk assessment) and design the delivery of supervision tools (Core Correctional Practices) to achieve the maximum reduction in recidivism. Chris Trotter wrote an article titled "Reducing Recidivism through Probation Supervision: What We Know and Don't Know from Four Decades of Research" (*Federal Probation Journal*, 2013). He wrote, "All of the studies that could be located which examined the practices of probation officers have found that when probation officers use evidence-based practice skills their clients have lower recidivism rates". Last year, Champaign County focused its goals on implementing Core Correctional Practices (CCP). This year, they plan to continue these goals. They plan to do this by continuing training, coaching, and feedback. They also plan to develop a professional development plan to assist staff struggling with these skills. Other goals include adding ancillary tools for specialized populations and implementing an MRT group for individuals with driving under the influence cases. Champaign County is commended on these goals as they continue to embrace evidence-based practices in their work. The AOIC Programming Unit is happy to provide training and coaching to help implement these goals.

The Administrative Office has received the Source of Funds and Expenditure Reports for the Probation, Problem-Solving Court and Detention included in the Fiscal Year 2025 Annual Probation Plan. We may contact you if we have questions or concerns after final reviews are completed. If you determine that any corrections need to be made after submission, please contact Ashleigh Painter at ([apainter@illinoiscourts.gov](mailto:apainter@illinoiscourts.gov)).

The Administrative Office has received and reviewed the Data Variance included in the Fiscal Year 2025 Annual Probation Plan. The extension is approved until August 31, 2025, to allow the contracted vendor the opportunity to continue to finalize development of the case management system. Please provide an update to the supplement folder every 3 months on development progress in your department. The Administrative Office has received and reviewed the Funds and Expenditure Report Addendum for the Probation, Detention, and PSC reports included in the Fiscal Year 2025 Annual Probation Plan. We may contact you if we have questions or concerns after final reviews are completed. If you determine that any corrections need to be made after submission, please contact Ashleigh Painter ([apainter@illinoiscourts.gov](mailto:apainter@illinoiscourts.gov)) in the AOIC Data Unit.

The Administrative Office will follow up within 30 days with the department and provide technical assistance regarding these elements of the Annual Probation Plan and the CFY 2025 Strategic Plan. As always, the Annual Probation Plan approval is based upon a department's continued compliance with the provisions of the Probation and Probation Officers Act (730 ILCS 110), and with applicable administrative, operational, and program standards and guidelines established by

the Administrative Office of the Illinois Courts. We look forward to working with your department in the upcoming year especially in the continued application of evidence-based practices to probation, juvenile detention, pretrial, and other court services.

Sincerely,



Daphne Hurley  
Field Services Coordinator



Daniel Hunt, Director  
Probation Services Division

C: Honorable Randall B. Rosenbaum, Chief Judge, Sixth Judicial Circuit  
Marcia M. Meis, Director  
Honorable Steve Summers, Champaign County Board Executive



Supreme Court of Illinois  
**ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS**

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Director

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July 26, 2024

Training Hours Reporting Period: July 1, 2023-June 30, 2024

County: Champaign County Probation

Director: Shannon Siders

The Administrative Office of the Illinois Courts would like to congratulate you and all your staff for completing the required training hours for State Fiscal Year 2024. Champaign County's dedication toward ensuring staff have completed the required training hours is commendable. Making sure that staff are well trained helps them gain skills to effectively work with justice-involved individuals. This helps to meet the overall goal of keeping communities safe while working with people to change their lives in a positive way.

According to the training requirements in the Standards Governing Training of Illinois Probation/Court Services Personnel (2023), "Any person employed by Illinois probation and court services departments shall, in the second and each subsequent year of employment in the position, complete 20 hours of formal in-service training related to the function of the position."

Please refer to the Illinois Judicial College Committee on Probation Education (COPE) for training that is designed to build staff competencies in their work with clients. You can also refer to the COPE website for approved presumptive providers and training. This will ensure officers across the state continue to meet training expectations. All trainings must be documented in Relias and must be approved through COPE.

Should you have any questions, please contact our office.

Handwritten signature of Daniel S. Hunt.

Daniel S. Hunt  
Director, Probation Services  
Administrative Office of the Illinois Courts  
3101 Old Jacksonville Road  
Springfield, IL 62704  
(217) 524-1277  
[dhunt@illinoiscourts.gov](mailto:dhunt@illinoiscourts.gov)

Handwritten signature of Becky Self.

Becky Self  
Program Manager  
Administrative Office of the Illinois Courts  
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Supreme Court of Illinois  
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August 6, 2024

3101 Old Jacksonville Road  
Springfield, IL 62704  
Phone (217) 558-4490  
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Training Hours Reporting Period: July 1, 2023-June 30, 2024

County/Circuit: Champaign Detention

Director: Shannon Siders

According to the training requirements in the Standards Governing Training of Illinois Probation/Court Services Personnel (2023), "Any person employed by Illinois probation and court services departments shall, in the second and each subsequent year of employment in the position, complete 40 hours (80 hours in their first year of employment) of formal in-service training related to the function of the position." It is important for staff to be well trained so that they can work towards the mission of safer communities and to create an environment that promotes change for justice involved individuals.

Please refer to the Illinois Judicial College Committee on Probation Education (COPE) for training that is designed to build staff competencies in their work with clients. You can also refer to the COPE website for approved presumptive providers and training. This will ensure officers across the state continue to meet training expectations. All training must be documented in Relias and must be approved through COPE.

Relias reports indicate the staff on the enclosed table have not completed the training hours required by the Administrative Office of Illinois Courts. Staff should have these hours made up by October 31, 2024, so that they can still complete their required hours for the current training year. Please refer to the table with specific staff and the number of hours they need to complete.

Should you have any questions, please contact our office.

Handwritten signature of Daniel S. Hunt.  
Daniel S. Hunt  
Director, Probation Services  
Administrative Office of the Illinois Courts  
3101 Old Jacksonville Road  
Springfield, IL 62704  
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[dhunt@illinoiscourts.gov](mailto:dhunt@illinoiscourts.gov)

Handwritten signature of Becky Self.  
Becky Self  
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Name	Annual Hours Needed	TY '24 COPE Approved TH (7/1/2023-6/30/2024)	Basic Training Hours (New Hires 8/1/2022-6/30/2023)	Total Hours Needed TY '25
Schwab, Charles	40	38.75		
Williams, LaVerne N.	40	37.7		
Williams, Alicia A.	40	34.35		
Santiago, Keith	80	33.5	33.75	

**COUNTY FISCAL YEAR 2025**  
**ANNUAL PROBATION PLAN SIGNATORIES**

**DIRECTOR OF COURT SERVICES OR CHIEF PROBATION OFFICER**

As Director of Court Services/Chief Probation Officer of the Sixth Judicial Circuit Probation Department serving Champaign County/Counties, I hereby submit this County Fiscal Year 2025 Annual Probation Plan. I certify that the information in this plan is true and correct to the best of my knowledge. I further certify that my department will comply with all standards, policies and regulations established by the Supreme Court under provisions of the Probation and Probation Officers Act (730 ILCS 110), and acknowledge that compliance is subject to monitoring, auditing, and qualitative review by staff of the Administrative Office of the Illinois Courts.

Shannon L. Siders

Dated: 9/2/24

Shannon L. Siders

Director of Court Services

**CHIEF CIRCUIT JUDGE**

As Chief Judge of the Sixth Judicial Circuit, I hereby certify that I have reviewed and approve the County Fiscal Year 2025 Annual Probation Plan submitted by the Judicial Circuit Probation/Court Services Department serving Champaign County/Counties.

R. B. Rosenbaum

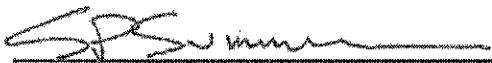
Dated: 9/3/24

Randall B. Rosenbaum

Chief Circuit Judge

## **COUNTY EXECUTIVE**

As County Executive of the County Board of Champaign County, I hereby acknowledge the County Fiscal Year 2025 Annual Probation Plan submitted by the Sixth Judicial Circuit Probation Department serving Champaign County/Counties. I understand that submission of the Annual Probation Plan and compliance with the provisions of the Probation and Probation Officers Act (730 ILCS 110) are conditions of state reimbursement.



Dated: September 3, 2024

County Executive  
Champaign County Board

Steve Summers

Print Name

**Sixth Judicial Circuit Court**  
**Champaign County Department of Probation and Court Services**  
**CFY0 Annual Plan**

The Probation and Court Services Annual Probation Plan, as referenced in the Illinois statutes [730 ILCS 110/15(6)], requires probation and court services departments "have on file with the Supreme Court an annual probation plan for continuing, improved, and new Probation and Court Services Programs approved by the Supreme Court or its designee. This plan shall indicate the manner in which Probation and Court Services will be delivered and improved, consistent with the minimum standards and regulations for Probation and Court Services, as established by the Supreme Court...The annual probation plan shall seek to generally improve the quality of probation services and to reduce the commitment of adult and juvenile offenders to the Department of Corrections..."

The purpose of the Probation and Court Services Annual Probation Plan is to provide a road map for ongoing organizational development for probation and court services departments across the state. The AOIC believes better planning leads to better outcomes as evidenced by the development of the Judicial Branch Operational Strategic Plan and the AOIC Probation Services Division Strategic Plan. Traditionally, strategic planning has four or more elements built upon a mission/vision statement and a department's core values to drive long-term goals. In that spirit, the Organizational Development section of the Probation and Court Services Annual Plan will focus on elements of a strategic plan.

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Director/CMO First Name Shannon

Director/CMO Last Name Siders

Consider the following and select "yes" or "no" for each: Have documents changed since last year? Is the department making a request? If an area is changed from the previous CFY Annual Probation Plan, the department will need to submit documentation as part of the current CFY Annual Probation Plan. Only check yes to areas that are applicable to your annual plan. Checking "yes" will result in additional questions being populated in the survey and those questions will need to be fully addressed for the plan to be considered complete. A "1" indicates the choice was selected.

Please ensure that all documents which need to be submitted for review are uploaded to the applicable Secure Drive folder.

No data found - your filters may be too exclusive!

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## Organizational Plan Review

Please enter the goals as shown in the previous annual plan cycle on the Organizational Plan Worksheet and indicate the status of the goal.

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Goal 1	Status
Full Implementation of Core Correctional Practices.	In Progress

**In the previous question, it was indicated that one or more goals for the previous plan year were not completed. Please explain what work is needed to complete unfinished goal(s) or why it was discontinued.**

Staff are completing voice recordings or being observed by their supervisor. We need to continue to improve on the more challenging CCP skills and get all supervisors to feel comfortable with coaching.

We are close to having an Emerging Adult caseload started.

We have started the process on performance appraisals by securing examples from other jurisdictions.

I will be submitting policies for approval for an anti-opioid program. These are new policies for the department.

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## Organizational Plan

**Organizational Plan:** The purpose of this section is to identify the organization's goals for the full implementation and maintenance of the Administrative Office of the Illinois Courts Probation Caseworks; Operational; Hiring, Promotion and Compensation Standards. This section also provides a structured opportunity for departments to request assistance from the AOIC by building this information into their plans for the following year. This also helps the AOIC to identify statewide issues, needs, and trends for response prioritization and resource allocation. The following questions will build your plan for the coming year.

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### Goal 1 Upcoming Year

**What area of the Statute, Standard, or program development is addressed with your first goal?**

Other

**Please provide the first goal for the coming fiscal year.**

Continued implementation of Core Correctional Practices

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

Core Correctional Practices

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

**Objective 1**

Responsible Parties	Completion Date Target
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All new officers will attend a 3-day AOIC module 2 training within their first 6 months of employment where they will learn all components of CCP as well as now to incorporate CCP in case planning.

AOIC, Supervisors, Ongoing Officers

<b>Objective</b>	<b>Responsible Parties</b>	<b>Completion Date Target</b>
<b>Objective 2</b> Twice per quarter, each officer will be observed live or submit recordings of CCP skills being used on moderate and high risk clients.	Officers, Supervisors	Ongoing
<b>Objective 3</b> Officers and supervisors will engage in coaching sessions using the CCP Feedback Form.	Officers, Supervisors	Ongoing
<b>Objective 4</b> Officers will attend CCP training boosters at least twice per year to enhance their skills.	AOIC, Officers, Supervisors	Ongoing
<b>Objective 5</b> Supervisors will develop a professional development plan in conjunction with the officer, for any officer who does not achieve basic CCP performance standards.	Supervisors, Officers	As needed
<b>Objective 6</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 7</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 8</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 9</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 10</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 11</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 12</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

## Goal 2

### Upcoming Year

Note: this section will only be completed if the department indicates that it has a second goal.

**Please provide the next goal for the coming fiscal year.**

Implementation of ancillary assessment tools for specialized populations.

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

N/A

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

Objective 1	Responsible Parties	Target Completion Date
Research options for ancillary assessments.	Supervisors	1/31/2025

Objective 2	Responsible Parties	Target Completion Date
Determine which assessment tools we want to use.	Supervisors	2/28/2025

Objective 3	Responsible Parties	Target Completion Date
Determine necessary training to implement use of the assessment tool.	Supervisors, AOIC	3/31/2025

<b>Objective</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
<b>Objective 4</b> Have staff trained in the instrument they would be using.	Supervisors, Officers	5/31/2025
<b>Objective 5</b> Implement use of ancillary assessments.	Officers	6/30/2025
<b>Objective 6</b> N/A	N/A	N/A
<b>Objective 7</b> N/A	N/A	N/A
<b>Objective 8</b> N/A	N/A	N/A
<b>Objective 9</b> N/A	N/A	N/A
<b>Objective 10</b> N/A	N/A	N/A
<b>Objective 11</b> N/A	N/A	N/A
<b>Objective 12</b> N/A	N/A	N/A



## Goal 3

### Upcoming Year

Note: this section will only be completed if the department indicates that it has a third goal.

**Please provide the next goal for the coming fiscal year.**

Implement MRT groups for DUI offenders.

**What area of the Statute or Standard is addressed with your goal?**

Evidence-Based Practices support or implementation

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

N/A

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

Objective 1	Responsible Parties	Target Completion Date
Identify officers who will be certified as MRT facilitators.	Director, Supervisors	2/28/2025

Objective 2	Responsible Parties	Target Completion Date
Send officers to MRT train-the-trainer training.	Officers, AOIC	6/30/2025

Objective 3	Responsible Parties	Target Completion Date
Determine best date/time for groups.	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date
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N/A N/A N/A

<b>Objective 5</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 6</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 7</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 8</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 9</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 10</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 11</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 12</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

## Goal 4

### Upcoming Year

Note: this section will only be completed if the department indicates it has a fourth goal.

**Please provide the next goal for the coming fiscal year.**

N/A

**What area of the Statute, Standard, or program development is addressed with your first goal?**

N/A

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

N/A

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 3	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date

N/A

N/A

N/A

**Objective 5****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 6****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 7****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 8****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 9****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 10****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 11****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

**Objective 12****Responsible Parties****Target Completion Date**

N/A

N/A

N/A

## Goal 5

### Upcoming Year

Note: this section will only be completed if the department indicates that it has a fifth goal.

**Please provide the next goal for the coming fiscal year.**

N/A

**What area of the Statute, Standard, or program development is addressed with your first goal?**

N/A

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

N/A

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 3	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date

N/A N/A N/A

<b>Objective 5</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 6</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 7</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 8</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 9</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 10</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 11</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 12</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

## Goal 6

### Upcoming Year

Note: this section will only be completed if the department indicates that it has a sixth goal.

**Please provide the next goal for the coming fiscal year.**

N/A

**What area of the Statute, Standard, or program development is addressed with your first goal?**

N/A

**Please list the specific Evidence-Based Practice(s) cited in the question above.**

N/A

**Please provide an explanation of "other" as indicated above.**

N/A

**Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.**

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 3	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date
N/A	N/A	N/A

<b>Objective 5</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 6</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 7</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 8</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 9</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 10</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 11</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A
<b>Objective 12</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

## Goal 7

### Upcoming Year

Note: this section will only be completed if the department indicates that it has a seventh goal.

Please provide the next goal for the coming fiscal year.

N/A

What area of the Statute, Standard, or program development is addressed with your first goal? -  
Selected Choice

N/A

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 3	Responsible Parties	Target Completion Dates
N/A	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date

N/A	N/A	N/A
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<b>Objective 5</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 6</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 7</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 8</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 9</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 10</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 11</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

<b>Objective 12 -</b>	<b>Responsible Parties</b>	<b>Target Completion Date</b>
N/A	N/A	N/A

## Operational Review

This section will only be completed by departments that have received their Operational Review and Report.

**Has the department received an Operational Review from the Administrative Office of the Illinois Courts within the last three State Fiscal years?**

No

**When was the department's most recent Operational Review. (month and year)**

N/A

**Did the Operational or Casework Review report contain requirements for your department?**

N/A

**Select the related statute or standard upon which the identified requirement(s) is based. (Select all that apply)**

N/A

**Please describe the issue identified in 999 Other Statute or Standard**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.1 referral process and case assignment (and related sub-sections)?**

N/A

**Please explain how the requirements regarding 3.1 referral process and case assignment (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.2 Orientation (and related sub-sections)?**

N/A

**Please explain how the requirements regarding 3.2 Orientation (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.3 Assessment (and related sub-sections)?**

N/A

**Please explain how the requirements regarding 3.3 Assessment (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.1 Feedback (and related sub-sections)?**

N/A

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**Please explain how the requirements regarding 4.1 Feedback (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.2 Timeframe (and related sub-sections)?**

N/A

---

**Please explain how the requirements regarding 4.2 Timeframe (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.3 Case Planning (and related sub-sections)?**

N/A

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**Please explain how the requirements regarding 4.3 Case Planning (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.4 Supervision Strategies (and related sub-sections)?**

N/A

**Please explain how the requirements regarding 4.4 Supervision Strategies (and related sub-sections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.5 Case Termination (and related sub-sections)?**

N/A

**Please explain how the requirements regarding 4.5 Case Termination (and related subsections) were resolved or why they are not addressed in the current plan.**

N/A

---

**Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 999 Other Statute and Standard?**

N/A

**Please explain how the requirements regarding 999 Other Statute and Standard were resolved or why they are not addressed in the current plan.**

N/A

---

**Did the Operational Review report contain recommendations for your department?**

N/A

**Please identify the issue(s) captured above and explain this barrier to implementation in more detail, along with any plans to address or remediate the issue(s) cited.**

N/A

**Does your current Organizational Plan incorporate the recommendations listed in the Operational Review report?**

N/A

**Please explain how the listed recommendations were resolved or why they are not incorporated into the current Organizational Plan.**

N/A

## Probation Casework Standards

This section will only be completed by departments that have not received their Operational Review or Report.

### What areas of the AOIC Probation Casework Standards have been implemented by your department?

3.1 REFERRAL PROCESS AND CASE ASSIGNMENT (and related sub-sections), 3.2 ORIENTATION (and related sub-sections), 3.3 ASSESSMENT (and related sub-sections), 4.1 FEEDBACK (and related sub-sections), 4.2 TIMEFRAME (and related sub-sections), 4.3 CASE PLANNING (and related sub-sections), 4.4 SUPERVISION STRATEGIES (and related sub-sections), 4.5 CASE TERMINATION (and related sub-sections)

### What barriers exist to fully implement Probation Casework Standards? (Select all that apply)

N/A

Please identify the issue(s) captured above and explain this barrier to implementation in more detail, along with any plans to address or remediate the issue(s) cited.

N/A

### What is needed by your department to fully implement the Probation Casework Standards? (Select all that apply)

N/A

Please identify the need(s) captured above and explain what is needed to facilitate implementation in more detail, along with any plans to address or remediate the issue(s) cited.

N/A

## Annual Report

**The Department(s) complete a separate Annual Report for the County Board?**

No

---

### Variance to Caseworks or Operational Standards

This section will be completed when a variance is selected on the "What's New" question.

**A variance to the Caseworks Standards is being requested for the following paragraphs of the Standard:**

N/A

**Please provide a detailed explanation to support the variance requested. If additional room is necessary, indicate that documentation is uploaded to the Department's Secure Folder in the Google Drive.**

N/A

**Please provide a timeline for which the variance is being requested. No permanent variances will be granted.**

N/A

---

**A variance to the Operational Standards is being requested, please indicate below the section of the standard that is requested to be waived.**

N/A

**Please provide below a detailed explanation to support the variance requested. If additional room is necessary, indicate that documentation is uploaded to the Department's Secure Folder in the Google Drive.**

N/A

**Please provide a timeline for which the variance is being requested. No permanent variances will be granted.**

N/A

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## New or Updated Policy

This section will be completed when New or Updated Policy is selected on the "What's New" question.

**A new or updated policy is in need of review and approval, please indicate the policy that is being uploaded for review and approval. Ensure that updated policies contain highlights and strikethroughs in order to be accepted for review. - Selected Choice**

Anti-Opioid Program/Narcan/Naloxone

---

## Fiscal Resource Management

This section will be completed when issues regarding Fiscal Resource Management is selected on the "What's New" question.

**Salary Shortfall [730 ILCS 110/15.1(h)]: Monies will be used from the Probation and Court Services Fund for salary shortfall. Please indicate the amount of Salary Shortfall being requested.**

N/A

---

## Variance to Compensation Plan

This section will be completed when Variance to Compensation Plan is selected on the "What's New" question.

**Compensation Standard: A variance is being requested, please designate below what aspect of the compensation standard is requested to be waived. (select all that apply) - Selected Choice**

N/A

---

**Compensation Standard: Provide at least one rationale for the variance.**

N/A

**Please explain the rationale for the variance request in further detail.**

N/A

---

## Salary Increase

This section will be completed when Salary Increase is selected on the "What's New" question

Will there be salary increases for non-exempt or exempt staff? A "1" indicates that this class of employee are eligible to receive a salary increase.

No data found - your filters may be too exclusive!

---

### Salary Increase for Non-Exempt Staff

This section will be completed when Salary Increase for Non-Exempt Staff is selected above.

Position/Classification	Percentage	Dollar Amount
All	4.5	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount

N/A

N/A

N/A

**Position/Classification****Percentage****Dollar Amount**

N/A

N/A

N/A

**Non-Exempt: Which of the following factors are associated with this increase? Please explain "other" in the box below. - Selected Choice**

Union Negotiated Increases

**Please explain "Other" as selected above.**

N/A

---

## Salary Increases for Exempt Staff

This section will be completed when Salary Increase for Exempt Staff is selected above.

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
All	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>
N/A	N/A	N/A

**Exempt:** Which of the following factors are associated with the increase? Please explain "other" in the box below.

COLA, County Board Declaration

**Please explain "Other" as selected above.**

N/A

---

## Salary Range Adjustment

This section will be completed when Salary Range Adjustment is selected above.

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A

<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A
<b>Position/Classification</b>	<b>Percentage</b>	<b>Dollar Amount</b>	<b>Exempt/Non-Exempt</b>
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Provide below the rationale to support the needed adjustment and why the ranges were adjusted by the indicated amount.

N/A

Please explain how the issue cited above establishes the need for an adjustment to the salary range(s). For "other" also please identify the issue established and accompanying rationale. Additionally, please indicate whether existing staff will receive an adjustment, in the form of a compression increase, due to the requested range adjustment.

N/A

## Collective Bargaining Agreement [730 ILCS 110/15(4)]

A "1" indicates that the corresponding choice has been selected.

No data found - your filters may be too exclusive!

**If the collective bargaining agreement is under negotiation, what is the expected completion date for the collective bargaining agreement.**

N/A

---

## Performance Management: Quality Assurance

This section will be completed when Performance Management: Quality Assurance is selected on the "What's New" question

**Please indicate what Quality Assurance Policy and Procedures are currently in place and utilized within the department.**

Quality Assurance Policy and Procedure beyond Core Correctional Practices

---

## Reorganization

This section will be completed when Reorganization is selected on the "What's New" question

**If a reorganization request is submitted, select factors below that are driving the need for a reorganization.**

Change in caseloads necessitate reorganizing staff to accommodate supervision needs and/or equalize workloads, A new program has been implemented and staff for the program is necessary, Other

**Please provide the rationale to support the need for reorganization: Cite specific statutes, standards, case load, program development, and/or fiscal issues driving the need for change within your jurisdiction.**

The Champaign County Probation and Court Services department is seeking approval for the addition of a probation officer to dedicate resources to assessing DUI clients using an ancillary assessment tool. With the growing caseload of DUI clients in the County, this person would be trained in the application, metrics, and support of the Impaired Driving Assessment. This assessment tool will guide supervision strategies and more accurately inform probation services regarding the risk of recidivating as an impaired driver for these clients in Champaign County. The caseload for each of the DUI dedicated officers is currently 164 cases. An additional officer would assist in measuring the risk of reoffending as an impaired driver and the assessment would assist in the formation of a case plan and assist in appropriate referrals. The State's Attorney is continually encouraging the probation department to supervise all risk levels of impaired driving clients. If the department were to receive this position, this position would assist in measuring appropriate risk for these clients and allow further information to inform the State's Attorney in understanding the supervision requirements, treatment referrals, proper interventions and appropriateness of the level of supervision for these clients. We would like to get officers trained to facilitate MRT groups that could be for this specific population. Adding this officer would also decrease caseload sizes to provide relief as officers start implementing data collection. This position was requested at the County Board legislative budget hearing meeting on August 27, 2024.

The second probation officer position would enhance the ability of the Problem-Solving Court. Community leaders and stakeholders are extremely interested in the development of a mental health court to provide interventions to clients suffering from mental health issues that contribute to their criminal behaviors. The current ability of the department to facilitate the creation of a mental health court is limited by the current organizational structure and caseload size for adult officers. An officer dedicated to this position would allow for the creation of this problem-solving court and better facilitate interventions for those requiring mental health intervention in the County. The current capacity of the court would allow those individuals on traditional probation supervision an opportunity to work collaboratively with the problem-solving court coordinator to facilitate treatment and behavior change. Currently, the department employees one problem solving court coordinator and one probation officer dedicated to drug court. An additional officer will provide much needed support and provide the opportunity to expand problem-solving court operations in the Department. This position was requested at the County Board legislative budget hearing meeting on August 27, 2024.

Recent APPA Community Supervision standards reflect moderate to high risk clients should be monitored at a rate of 50:1 to improve outcomes. Our moderate to high risk clients are at a ratio of 62:1. Our intensive (drug court and sex offenders) are currently at a ratio of 40:1. APPA Community Supervision standards reflect that those clients should be supervised at a rate of 20:1.

The Champaign County Probation and Court Services department is comprised of 28 probation officers. 14 of these positions are salary-subsidy. Several of these positions are long-term employees who have salaries substantially higher than those who are recent hires. The last conversion of salary-subsidy to grant-in-aid took place in 2020 and only three positions were impacted. The opportunity to fully fund additional positions would result in a lesser financial burden to the County, and possibly result in further support in operations for the department. Currently the department is budgeting to pay for operational costs totaling \$123,500 in the last annual plan cycle. Some of these expenses should be County funded. Due to fiscal limitations the Probation Service Fee fund is utilized to purchase some equipment and supplies that the County cannot financially support. Reducing the County fiscal responsibility for the 14 salary subsidy positions would increase the ability of the County to fully fund operational costs for the Probation Department such as travel expenses, vehicle



## Interstate Compact Policies and Procedure

This section will be completed when Interstate Compact Policies and Procedure is selected on the "What's New" question

**Indicate which of the following Interstate Compact Policies and Procedures have been updated.**

N/A

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## Collaboration (730 ILCS 110): Justice System Stakeholder Involvement

This section will be completed when Reorganization is selected on the "What's New" question

**What is the department's role and involvement in justice stakeholder meetings?**

The Director currently participates in monthly Re-Entry Council meetings, monthly Community Coalition meetings, quarterly Crisis Intervention Team Steering Committee meetings, annual Drug Court Steering Committee meetings, quarterly Youth Assessment Center Steering Committee meetings, quarterly Detention Center Workgroup meetings through the Illinois Juvenile Justice Commission, and Domestic Violence Stakeholder meetings.

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## Rights of Crime Victims [730 ILCS 110/15(6)(d)]

**How does the department support the rights of crime victims? (Select all that apply)**

State's Attorney has a victim's advocate on staff, Victim Impact Statements in sentencing reports

**Please provide details on "Other" as selected above.**

N/A

**Describe how the requirements of the statute are implemented regarding crime victim rights and how the department coordinates that support with other criminal justice agencies within the jurisdiction.**

Clients have the option of completing Victim Impact Panels either virtually through Mothers Against Drunk Driving at their convenience or in-person at the courthouse on a quarterly basis. The Department continues to hold periodic in-person Victim Impact Panels for Spanish-speaking clients. Those panels are facilitated by an interpreter contracted by the Department.

Victim Impact Statements in adult cases and in juvenile cases involving felony offenses are completed by victims with the assistance of the State's Attorney's Victim Services Division and filed with the Court. In some cases, the State's Attorney's Office provided the Victim Impact Statement to the Juvenile Probation Division prior to the Sentencing Hearing. In those cases, the Victim Impact Statement is attached to the Social Investigation Report.

To the extent permitted by the law, the Department provides victims with information about their individual cases, including, but not limited to, information about payment of restitution. The Department also provides victims with information about other agencies and organizations providing assistance to victims of crime, including the State's Attorney's Victim Services Division, the Champaign County Children's Advocacy Center, Courage Connection, Land of Lincoln Legal Aid, RACES (Rape Advocacy, Counseling & Education Services), and VINELink.

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Thank you for taking the time to complete the Probation and Court Services Annual Plan. Once completed, an email containing your responses will be sent to the email address that was provided. Please download these responses and provide to the chief judge for approval.

I certify that I have completed the Annual Plan survey and will upload my Attachments and Signature Page to the designated Google Drive folder under the Annual Plan section. (Select all that apply). A "1" indicates that the associated document was selected.

No data found - your filters may be too exclusive!

Signature Page and Addendum(s) to follow

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## **Chapter 1 – Opioid Overdose Medication**

### **Purpose**

The purpose of this policy is to establish guidelines for the training, maintenance and administration of Naloxone as an intervention to and prevention of opiate overdose.

### **Policy**

It is the policy of the Champaign County Probation & Court Services Department to train adult and juvenile probation officers, support staff, and administrative personnel in the administration of intranasal opioid overdose medication, hereafter referred to as Naloxone, and to provide necessary equipment for such administration in accordance with protocol specified by the healthcare professional who prescribed the overdose medication for use by staff.

### **Commentary**

The Illinois Department of Human Services Division of Alcoholism and Substance Abuse (DASA) has the statutory authority under the Alcoholism and Other Drug Abuse and Dependency Act to establish and authorize programs for prescribing, dispensing or distributing opioid antagonists for the treatment of drug overdose (20ILCS 301/5-23), as provided in Public Act 99-0480, which became effective September 9, 2015 and the Administrative Office of the Illinois Courts Anti-Opioid Program and Administration Standards which became effective January 2016.

In accordance with the Illinois Drug Overdose Prevention Program and in an effort to reduce preventable deaths by opiate ingestion, injection and inhalation, the Champaign County Probation & Court Services Department has created a policy to administer Naloxone to help prevent death by opiate use. According to Illinois 2014 Public Health data, Illinois has one of the higher rates of death from heroin and opioid use. Illinois is one of 16 states in which more people die of drug overdoses than from car accidents. Heroin is most commonly cited among primary drug treatment admissions in Illinois and the highest rate of Emergency Room admissions are said to be due to misuse of heroin and prescription opioids. As a result of this increase in preventable deaths, the Illinois General Assembly passed the Drug Overdose Prevention Program in 2010 (see 20 ILCS 301/5-23). This law establishes the mechanism which provides persons the ability to help put an end to opioid fatalities. The Drug Overdose Prevention Program allows for a person to administer an opioid antagonist to another person in accordance with the procedure, guidelines and training as provided by the Champaign County Probation & Court Services Department.

### **Definitions**

**Naloxone.** Naloxone is a pure opioid antagonist which binds to opioid receptors in the brain and blocks or inhibits the effect of opioids acting on those receptors including, but not limited to,

naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. Naloxone is used to counter the effects of opiate/opioid overdose, such as heroin, specifically the life-threatening depression of the central nervous system and the respiratory system.

**Cardio-Pulmonary Resuscitation (CPR).** Champaign County Probation & Court Services staff are trained to administer CPR. Certification occurs every two years.

**Universal Precautions.** The practice in medicine and by first responders to avoid contact with a patient's bodily fluids. Precautions can include the use of nonporous articles such as medical gloves, goggles and face shields known as personal protection equipment (PPE).

**Overdose Responders.** Champaign County Probation & Court Services staff are trained to administer Naloxone in an emergency overdose event of a probationer.

**Drug Overdose Prevention Program (DOPP).** A program that is enrolled with the Illinois Department of Human Services (IDHS), Division of Alcoholism and Substance Abuse (DASA) as a Drug Overdose Prevention Program and is in compliance with the DASA Drug Overdose Prevention Program Guidelines for Implementation.

**Trainer.** The Champaign County Probation and Court Services Department will use a trainer that is approved through the Drug Overdose Prevention Program.

## **Training Requirements**

All adult probation officers, juvenile probation officers, support staff, and administrative personnel will complete the training that is required through DASA. The trainer must be approved through the Drug Overdose Prevention Program.

The training will address:

- The role of Naloxone
- Recognition of a potential overdose
- Basic CPR and First Aid skills
- Administration of Naloxone
- Calling Emergency Medical Services (EMS)

Training will also include:

- Recognizing the signs and symptoms of an opiate overdose
- Risk factors for overdose
- Overdose prevention
- Overdose response steps: contact EMS (Call 911), rescue breathing, and administration of opioid antagonist (Naloxone)
- Scene safety and universal precautions to prevent the spread of infection
- Complications from opioid antagonists that may arise and how to respond to them

- Overview of opioid antagonists, dosage, administration, and post-administration care
- Hands-on demonstration of administration and care
- Documenting the administration of Naloxone and completion of a Critical Incident Report

Annual training will occur to provide any updates regarding best practices. All newly hired staff must successfully complete training prior to being authorized to use Naloxone.

## **Issuance**

Champaign County Probation & Court Services Adult and Juvenile Probation Officers, support staff, and administrative personnel who have successfully completed the use of Naloxone training will have access to kits located in centralized locations. Every Adult and Juvenile Probation Officer will have access to Naloxone to carry with them in the course of their field duties.

## **Storage of Naloxone and Replacement**

Naloxone kits will be available in central locations, including in the First Aid kit located in the support staff reception area. Kits will not be stored in vehicles. Staff may check out a medication kit before conducting field contacts. Any expired medication or unserviceable equipment shall be given to the Supervisor of Specialized Services, who serves as the Department's Official Designee and is responsible for management and oversight of the Department's drug overdose response program.

## **Program Records and Designee**

The Supervisor of Specialized Services will maintain program documentation and records, including but not limited to: training logs, opioid antagonist usage reports, inventories, and other program materials and records. The Supervisor of Specialized Services will also:

- Develop and maintain a training protocol for probation officers consistent with DASA guidelines and AOIC standards and ensure refresher courses are completed annually.
- Oversee procurement and storage of opioid antagonist kits, including the development of appropriate policies and procedures for distribution of kits to probation staff.

## **Procedure**

Officers who are conducting field contacts or staff working within the Probation and Court Services Office and encounter a possible overdose shall:

- Check for scene safety.
- Call 911 and request EMS assistance.
- Confirm the subject's unresponsiveness with basic CPR training.
- Administer Naloxone and/or re-administer Naloxone if the initial response is inadequate.

- Administer rescue breathing.
- Advise EMS that Naloxone has been administered.
- Monitor the person until EMS arrives.
- Upon using a Naloxone medical kit, the kit shall be turned in to the Supervisor of Specialized Services for replacement.
- Staff members that utilize the Naloxone medical kit shall complete a Critical Incident Report and send the completed report to the Supervisor of Specialized Services. The report will be completed no later than the next business day following use of a Naloxone medical kit. The Supervisor of Specialized Services will complete the Overdose Reversal & Naloxone Administration form (ORNA) and forward to Champaign Urbana Public Health. The Supervisor of Specialized Services will forward the completed Critical Incident Report and the Overdose Reversal & Naloxone Administration form to the Director of Court Services.
- The Director of Court Services will forward the completed Critical Incident Report and the Overdose Reversal & Naloxone Administration (ORNA) form to the Administrative Office of the Illinois Courts (AOIC).

**REPORTING REQUIREMENTS TO BE COMPLETED BY THE SUPERVISOR OF SPECIALIZED SERVICES (OFFICIAL DESIGNEE):**

The Champaign County Probation & Court Services Department will keep all forms and records for its drug overdose response program and will make them available for review by the AOIC upon request. Records shall be handled in accordance with the Champaign County Probation & Court Services Department's administrative policies. Reports shall be made available to DASA, per its Drug Overdose Prevention Program Guidelines for Implementation.

Records requirements include:

- Training completion log of all drug Overdose Responders, including names and dates of completion;
- Records pertaining to Naloxone acquisition and storage;
- Champaign County Probation & Court Services Department records regarding opioid antagonist administration using the Overdose Reversal and Naloxone Administration (ORNA) Reporting Form. Completed ORNA Reporting Forms will be submitted to the AOIC Probation Services Division within five (5) business days of Naloxone administration. These forms will also be submitted to Champaign Urbana Public Health. This requirement is also a requirement of DASA.
- A Champaign County Probation & Court Services Critical Incident report shall be forwarded to the AOIC within five (5) business days.

# CHAMPAIGN COUNTY PROBATION AND COURT SERVICES

Shannon L. Siders  
Director

Probation Services  
Courthouse  
101 E. Main  
Urbana, IL 61801  
Phone: (217) 384-3751  
Fax: (217) 384-1264

Detention Services  
400 S. Art Bartell Rd.  
Urbana, IL 61802  
Phone: (217) 384-3780  
Fax: (217) 384-8617

September 3, 2024

Administrative Office of the Illinois Courts  
Probation Services Division  
3101 Old Jacksonville Road  
Springfield, IL 62704

RE: Date Elements Variance Request

Champaign County Probation and Court Services is currently in the process of working with our CMS developer, JANO Systems, on implementation of the data collection project.

Champaign County has been in the process of working with a consultant, Berry Dunn, on determining if the County needs to move to a new case management system. On July 18, 2024, Berry Dunn made a presentation to the Champaign County Board recommending the replacement of JANO Systems as the Champaign County Case Management System. As I have been part of the group of stakeholders involved in working with the consultants, I have been hesitant to implement data collection until we knew if we were going to switch to a new system and what the timeline was going to be on the change. Implementation of data collection is going to take considerable training and time for my staff, and I didn't want to begin that process if we were going to switching to a new case management system. It appears based on the consultant's recommendation, that we will be switching to a new system. However, it now appears that this change will likely not occur until after 2026. Given that the switch to a new system will not occur for multiple additional years, we will move forward with the process to begin data collection.

With the significant increase in data entry on each case, I will be asking the County Board and AOIC for additional staff. This will decrease caseload sizes to allow for more time for data entry.

JANO will add the additional screens to our current system and supervisors will start the process of training staff. Once we are collecting the data, there is still going to be a lag before the data can be transmitted. Per JANO, they met with AOIC and Tyler on August 15, 2024. A plan was presented to "reboot" this initiative. There will be a new release of Socrata in the coming months. At that time, JANO will work on the integration between

# CHAMPAIGN COUNTY PROBATION AND COURT SERVICES

Shannon L. Siders  
Director

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Tyler and JANO in order to start transmitting the data. We will be unable to transmit any data until the release of the new Socrata software.

We will start collecting the data now, so that when the new Socrata software comes out, it can be transmitted.

Respectfully submitted,



Shannon L. Siders  
Director, Champaign County Probation & Court Services

## 2025 Juvenile Detention Addendum

### Champaign County

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<u>Superintendent of Facility First Name</u>	Shannon
<u>Superintendent of Facility Last Name</u>	Siders
<u>Superintendent of Facility Work Email</u>	ssiders@champaigncountyil.gov
<u>Superintendent of Facility Work Phone Number</u>	2173843753

---

#### Changes Since the Last Detention Addendum Submission

Field	Yes	No
Revised performance appraisals?	0	1
Variance to the Compensation Standards?	0	1
New/updated certification or review by a third party organization?	0	1
Incorporate behavioral modification programming?	1	0
Incorporate evidence-based programming and treatment?	1	0
Incorporate cognitive behavioral skill development?	1	0
Report any unusual/critical incidents?	1	0
Implemented new policy and/or procedure since the previous annual plan approval?	1	0
Have a reorganization request?	1	0

---

County Fiscal Year Start Date  
(e.g., MM/DD/YYYY)

01/01/2025

County Fiscal Year End Date  
(e.g., MM/DD/YYYY)

12/31/2025

Does the Facility Conduct Its Own Fiscal and Compensation Management

Yes

Pursuant to [730 ILCS 110/15(4); 730 ILCS 110/15(70)] A Variance to the Compensation Plan is being Requested for the Following Reason

N/A

Why is the Variance to the Compensation Plan Necessary

Compensation Standard: Provide at least one rationale for the variance.

N/A

Provide Additional Detail to Explain the Rationale for the Variance

Please explain the rationale for the variance request in further detail.

N/A

Salary Increases for Non-Exempt or Exempt Staff

Will there be salary increases for non-exempt or exempt staff?

Exempt, Non-Exempt

**Position Title/Classification and Increase Amount : Non-Exempt Staff**

Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
All	4.5	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A

**What Factors Are Associated With Increases for Non-Exempt Employees**

Union Negotiated Increases

**Position Title/Classification and Increase Amount : Exempt Staff**

Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
All	4%--not entirely sure on number yet	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount
N/A	N/A	N/A

**What Factors Are Associated With Increases for Exempt Employees**

Exempt: Which of the following factors are associated with the increase? Please explain "other" in the box below. - Selected Choice

COLA, County Board Declaration

### Position Title/Classification and Increase Amount Range Adjustments

#### Position Title Percentage Dollar Amount Non Exempt/Exempt

Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
Court Services Officer	4.5	N/A	Non-Exempt
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
Court Services Officer	4?	N/A	Exempt
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A
Position/Classification - Text	Position/Classification - Percentage	Position/Classification - Dollar Amount	Position/Classification - Exempt/Non-Exempt
N/A	N/A	N/A	N/A

N/A

N/A

N/A

N/A

### Salary Range Adjustment Rationale

Provide below the rationale to support the needed adjustment and why the ranges were adjusted by the indicated amount.

AOIC standards allow for a 30% to 70% range, Cost of Living Adjustment

### Salary Range Adjustment Explanations and Support

Please explain how the issue cited above establishes the need for an adjustment to the salary range(s). For "other" also please identify the issue establishing and supporting information for how this issue establishes the need for an adjustment to the salary range(s). Additionally, please indicate whether existing staff will receive an adjustment in the form of a compression increase due to the range adjustment.

N/A

### Are Staff Covered by a Collective Bargaining Agreement

Staff are covered under collective bargaining agreement? (Check all that apply)

Yes

### Collective Bargaining Agreement is Under Negotiation Date of Expected Ratification

If the collective bargaining agreement is under negotiation, what is the expected completion date for the collective bargaining agreement.

N/A

### A Variance to the Compensation Plan is Requested for the Following Reasons

730 ILCS 110/15(7)(d): A variance is being requested, please designate below what aspect of the compensation plan is requested to be waived. (select all that apply) - Selected Choice

N/A

### Are Exit Interviews Completed for Staff Who Leave the Employment of the Facility

Does the detention center complete exit interviews for staff who leave employment at the detention center?

No

**What Reasons Are Provided for Leaving the Facility**

		Too Much	Not enough	New Position/ Career goals	New position/ personal goals	Personal dissatisfac- tion/wor- k environm- ent	Juvenile' behavior too much to manage	Safety Concern's	Job was not what was expected	Other
Low Pay	Schedul e	Mandate d Overtim e e	enough Overtim e	Position/ Career goals	position/ personal goals					
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

### Detention Facility's Previous Goals

Field	Completed	In Progress	Not Addressed	Discontinued
Goal 1	0	1	0	0
Goal 2	0	1	0	0
Goal 3	0	0	0	0
Goal 4	0	0	0	0
Goal 5	0	0	0	0
Goal 6	0	0	0	0

#### For Goals That Were "Not Addressed", "Discontinued", or Remain "In Progress", Explain What is Needed to Complete the Unfinished Goal(s) or Why it Was Discontinued

In the previous question, it was indicated that one or more goals for the previous plan year were not "Not Addressed", "Discontinued", or remain "In Progress". Please explain what work is needed to complete unfinished goal(s) or why it was discontinued.

We are continuing to work towards training staff on evidence based practices. MRT groups are being completed weekly. We continue to work towards training staff on Core Correctional Practices and Effective Communication. We are also going to complete Restorative Justice training. The more comfortable staff feel with these principles, the more they will be able to apply them to the behavior management program. We have made some progress with PREA standards, however have more work to do. We have secured a confidential way for juveniles to make PREA related reports through phone calls over a tablet to the DCFS hotline. We have filtered the holding and close observation cameras for privacy in the toilet area.

---

#### Provide the Detention Plan First Goal for the Coming Fiscal Year

Please provide the first Detention Plan Goal for the coming fiscal year.

Continued compliance with PREA standards.

#### What Statute, Standard, or Program Development is Addressed With the First Goal

What area of the Statute, Standard, or program development is addressed with your first goal? - Selected Choice

999 Other Statute/Standard

Goal One Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
Attend and participate in PREA trainings. Superintendent, Supervisors, Officers		Ongoing
Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
Develop appropriate ongoing training for staff utilizing the PREA Resource Center and other resources.	Superintendent, Supervisor/PREA Coordinator	Ongoing
Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
Develop, implement, and maintain policies and procedures required by PREA standards.	Superintendent, Supervisors/PREA Coordinator	12/31/2025
Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A
Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A
Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A
Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date

Determine areas of potential compliance vulnerability and brainstorm solutions. Superintendent, Supervisor/PREA Coordinator 12/31/2025

---

Objective	Objective - Responsible Parties	Objective - Goal Date
Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
Install privacy doors in pod bathroom/shower areas.	Director, Superintendent	12/31/2025
Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A
Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A
Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

## Detention Facility Goal (#2)

Increase mental health services being provided.

### What Statute, Standard, or Program Development is Addressed With Goal #2

6.7 Suicide Prevention and Intervention

N/A

### Goal #2 Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
Reach out to Advanced Correctional Healthcare to meet to increase contractual hours being provided by qualified mental health professional.	Director, Superintendent	9/30/2024
Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
Increase hours for qualified mental health professional.	Advanced Correctional Healthcare	10/31/2024
Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
Work with Advanced Correctional Healthcare on providing groups in addition to individual services.	Advanced Correctional Healthcare	10/31/2024
Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A

Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A

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Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

---

Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

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Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

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Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

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Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

### Detention Facility Goal (#3)

Revise policies and procedures manual.

#### What Statute, Standard, or Program Development is Addressed With the Next Goal

Other

#### Goal #3 Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
Obtain policy examples from other jurisdictions.	Superintendent	3/31/2025

Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
Convert old policies into new format.	Superintendent/Supervisors	6/30/2025

Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
N/A	N/A	N/A

Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A

Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A

Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date

N/A	N/A	N/A
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Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

---

Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

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Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

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Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

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### Detention Facility Goal (#4)

Work with the Regional Office of Education to ensure student attendance, grades/credits, and IEPs are being appropriately tracked and addressed.

#### What Statute, Standard, or Program Development is Addressed With Goal (#4)

##### 5.3 Educational Services

#### Goal #4 Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
Formally meet with the ROE Assistant Superintendent and teachers on a quarterly basis to track progress.	Superintendent, Director	ongoing
Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
Reach out to Chief Judge for assistance if ROE is not providing proper educational services.	Director	as needed
Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
N/A	N/A	N/A
Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A
Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A

Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

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Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

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Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

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Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

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Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

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Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

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Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

---

### Detention facility Goal #5

N/A

#### What Statute, Standard, or Program Development is Addressed With the Goal #5

N/A

#### Goal #5 Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
-------------	-----------------------------------	-------------------------

N/A	N/A	N/A
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Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
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N/A	N/A	N/A
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Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
-------------	-----------------------------------	-------------------------

N/A	N/A	N/A
-----	-----	-----

---

Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
-------------	-----------------------------------	-------------------------

N/A	N/A	N/A
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---

Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
-------------	-----------------------------------	-------------------------

N/A	N/A	N/A
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Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

---

Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

---

Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

---

Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

---

Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

**Detention facility Goal (#6)**

N/A

**What Statute, Standard, or Program Development is Addressed With Goal #6**

N/A

**Goal #6 Objectives**

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
N/A	N/A	N/A

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Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
N/A	N/A	N/A

---

Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
N/A	N/A	N/A

---

Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A

---

Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A

---

Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

---

Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

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Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

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Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

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Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

---

### Detention Facility Goal (#7)

N/A

#### What Statute, Standard, or Program Development is Addressed With Goal #7

N/A

#### Goal #7 Objectives

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
N/A	N/A	N/A

---

Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
N/A	N/A	N/A

---

Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
N/A	N/A	N/A

---

Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A

---

Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A

---

Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

---

Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

---

Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

---

Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

---

Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

---

Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

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**Detention Facility Goal #8**

N/A

**What Statute, Standard, or Program Development is Addressed With Goal #8**

N/A

**Goal #8 Objectives**

Objective 1	Objective 1 - Responsible Parties	Objective 1 - Goal Date
N/A	N/A	N/A
Objective 2	Objective 2 - Responsible Parties	Objective 2 - Goal Date
N/A	N/A	N/A
Objective 3	Objective 3 - Responsible Parties	Objective 3 - Goal Date
N/A	N/A	N/A
Objective 4	Objective 4 - Responsible Parties	Objective 4 - Goal Date
N/A	N/A	N/A
Objective 5	Objective 5 - Responsible Parties	Objective 5 - Goal Date
N/A	N/A	N/A
Objective 6	Objective 6 - Responsible Parties	Objective 6 - Goal Date
N/A	N/A	N/A

Objective 7	Objective 7 - Responsible Parties	Objective 7 - Goal Date
N/A	N/A	N/A

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Objective 8	Objective 8 - Responsible Parties	Objective 8 - Goal Date
N/A	N/A	N/A

---

Objective 9	Objective 9 - Responsible Parties	Objective 9 - Goal Date
N/A	N/A	N/A

---

Objective 10	Objective 10 - Responsible Parties	Objective 10 - Goal Date
N/A	N/A	N/A

---

Objective 11	Objective 11 - Responsible Parties	Objective 11 - Goal Date
N/A	N/A	N/A

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Objective 12	Objective 12 - Responsible Parties	Objective 12 - Goal Date
N/A	N/A	N/A

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### **Detention Center Review**

Has the detention center received a Detention Review from the Administrative Office of the Illinois Courts?

Yes

#### **Date of Review**

February 2023

#### **Report Requirements if Stated In the Report**

Yes

#### **Standards Associated With The Requirements**

5.1 Evidence-based Practices (programming), 5.2 Behavior Management, 5.3 Educational Services, 7.1 Release Packet, 9.1 Nondiscriminatory

## Status of Department Work or Planning with Requirements Identified in the Review Report

### Current Detention Plan Contain Review Elements for 3.1 Hiring and Related Sub-Sections

N/A

### How the Requirements Regarding 3.1 and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan

N/A

### Does the Current Detention Plan Contain Review Elements for 3.2 Personnel And Related Sub-Sections

N/A

### How the Requirements Regarding 3.2 Personnel And Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan

N/A

### Current Detention Plan Contain Review Elements for 3.3 Training Process and Related Sub-Sections

N/A

**How the Requirements Regarding 3.3 Training And Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Current Detention Plan Contain Review Elements for 4.1 Intake Process and Related Sub-Sections**

N/A

**How the Requirements Regarding 4.1 Intake Process and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Current Detention Plan Contain Review Elements for 4.2 Assessment and Related Sub-Sections**

N/A

**How the Requirements Regarding 4.2 Assessment and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Contain Review Elements for 4.3 Resident Orientation and Related Sub-Sections**

N/A

**How the Requirements Regarding 4.3 Resident Orientation and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 5.1 Evidence-Based Practices Programming as Well as Related Sub-Sections**

Yes

**How the Requirements Regarding 5.1 Evidence-Based Practices Programming and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 5.2 Behavior Management as Well as Related Sub-Sections**

Yes

**How the Requirements Regarding 5.2 Behavior Management and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 5.3 Educational Services as Well as Related Sub-Sections**

Yes

**How the Requirements Regarding 5.3 Educational Services and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 5.4 Recreational Services as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 5.4 Recreational Services and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 5.5 Special Populations as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 5.5 Special Populations and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 5.6 Volunteer and Outside Agency Programs as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 5.6 Volunteer and Outside Agency Programs and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.1 Medical Professional as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.1 Medical Professional and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.2 Health Screening as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.2 Health Screening and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.3 Medical Examination as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.3 Medical Examination and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.4 Medical Care and Treatment as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.4 Medical Care and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.5 Pharmaceuticals as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.5 Pharmaceuticals and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.6 Medical Isolation as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.6 Medical Isolation and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.7 Suicide Prevention and Intervention as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.7 Suicide Prevention and Intervention and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.8 Notification and Consent as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.8 Notification and Consent and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.9 Medical Records and Information as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.9 Medical Records and Information and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 6.10 Internal Review as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 6.10 Internal Review and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 7.1 Release Packet as Well as Related Sub-Sections**

Yes

**How the Requirements Regarding 7.1 Release Packet and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 8.1 Critical Incident Reports as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 8.1 Critical Incident Reports and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 8.2 Other Documentation as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 8.2 Other Documentation and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 9.1 Nondiscriminatory as Well as Related Sub-Sections**

Yes

How the Requirements Regarding 9.1 Nondiscriminatory and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan

N/A

Does the Current Detention Plan Incoporate Requirements From the Review under 9.2 Constitutional Rights of Minors as Well as Related Sub-Sections

N/A

How the Requirements Regarding 9.2 Constitutional Rights of Minors and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan

N/A

Does the Current Detention Plan Incoporate Requirements From the Review under 9.3 Federal Laws as Well as Related Sub-Sections

N/A

How the Requirements Regarding 9.3 Federal Laws and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 9.4 American Correctional Association as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 9.4 American Correctional Association and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 9.5 Court Process as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 9.5 Court Process and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incoporate Requirements From the Review under 9.6 Use of Restraints as Well as Related Sub-Sections**

N/A

**How the Requirements Regarding 9.6 Use of Restraints and Related Sub-Sections Were Resolved or Why They Are Not Addressed in the Current Plan**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 9.7 Searches as Well as Related Sub-Sections**

N/A

**How Were Requirements Regarding 9.7 Searches and Related Sub-Sections Resolved or Why Were These Requirements Were Not Addressed**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 9.8 Visitation as Well as Related Sub-Sections**

N/A

**How were Requirements for 9.8 Visitation and Related Sub-Sections Resolved or Why These Requirements Were Not Addressed.**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 9.9 Correspondence As Well as Related Sub-Sections**

N/A

**How were Requirements for 9.9 Correspondence and Related Sub-Sections Resolved or Why These Requirements Were Not Addressed.**

N/A

**Does the Current Detention Plan Incorporate Requirements From the Review under 999 "Other Statute and Standard" As Well As Related Sub-Sections**

N/A

**How were Requirements for 999 "Other Statute and Standard" Resolved or Why These Requirements Were Not Addressed.**

N/A

Did the Detention Site Review Contain Recommendations

Yes

Does Current Detention Plan Incorporate Recommendations From Site Review

Yes

Explanation of Resolution to Recommendations Not Included in Current Detention Plan

N/A

AOIC Standards That Have Been Fully Implemented

N/A

Request for Assistance to Achieve Compliance With Standards Not Implemented

N/A

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### PREA Certification Status

Is the detention center PREA Certified? - Selected Choice

No, the Center is not PREA Certified

### Third Party Organizational Review

N/A

### Behavioral Modification Programming

Levels, Points, Incentives, Timeouts, Tokens

### Evidence-Based Programming Utilized

Thinking Reports, Cognitive Interventions, Anger Management, Core Correctional Practices (CCP)

### Daily Cognitive Skill Development in Activities of Residents

Curriculum based skill development groups led by licensed professional staff (psychologists, social workers, nurses, doctors), Curriculum based skill development groups led by detention staff (juvenile detention officer or equivalent), Curriculum based skill development groups led by community agency/volunteers, Workbook, written assignments reviewed with the resident by community agency/volunteers)

### Total Number of Incident Reports Completed

26

Number and Types of Incidents

Escape	Confinement/Isolation of more than 4 hours	Suicide Attempt	Suicide Completion	Physical Assault/Resident on Resident	Physical Assault/Resident on Staff	Physical Restraint of Resident	Other
0.00	0.00	0.00	0.00	6.00	1.00	12.00	7.00