Risks, Assets, and Needs (RANA) Assessment Task Force
September 1, 2010 Meeting Minutes

Meeting Locations:
Chicago: JRTC, Room 2-025 (2nd Floor)
Springfield: Capitol, Room 214 (Lt. Governor's Office)

Members in attendance (Chicago):
o Stephen Baker, Mark Myrent, Michael Pelletier, Michael Randle, Jesse Reyes, Brian Sexton, Kathy Saltmarsh, Michael Tardy, Ken Tupy (for Adam Monreal)
Members in attendance (Springfield)
o Michael Torchia
Members in attendance (phone)
o Patricia Hayden
Members absent:
o Adam Monreal, Richard Schwind, Eric Weiss

Non-members in attendance (Chicago) Steve Baker, Leslie Balonick, Michael Beary, Lindsay Bostwick, Bobby Constantino, Mary Ann Dyar, Cory Foster, Maggie Groot, Steve Jackson, Steve Karr, Simeon Kim, Janelle Preuter, Mark Prosperi, Herb Quinde, Edward Rhine, Pamela Rodriquez, Linda Rosa, Jennifer Rozhon, Dawn Ruzich, Kathy Saltmarsh, Nicole Saulsberry, Laurie Scott, Alison Shames, Eileen Subak, John Suffern, Sara Sullivan, Gladyse Taylor, Andrew Tessman, Paula Wolff.

Welcome, Introductions and Roll Call

In the absence of Grace Hong Duffin, Michael Randle, Director of the Illinois Department of Corrections, served as meeting chair. He welcomed everyone to the fifth meeting of the RANA Task Force and noted that Grace, who was recently appointed Acting Secretary of the Illinois Department of Human Services, had a schedule change that did not allow her to participate in the meeting. Director Randle reviewed the purposes of the meeting as follows:

- to introduce members to the Chair of the Advisory Group, Pam Rodriguez, and hear more about how community organizations use assessments;
- to hear from Ed Rhine, Deputy Director of the Ohio Department of Rehabilitation and Corrections about their implementation of the Ohio Risk Assessment System – he will address the question of "you've selected a tool, now what?"
- discuss and approve the Request for Information
- discuss how the Task Force wants to evaluate the responses to the RFI.

He further noted that the order of the meeting is purposeful; the group may learn things from Pam and Ed's presentations which will inform the group's review and discussion of the RFI. Laurie Scott conducted roll call.

Approval of Minutes from July 7, 2010 Meeting

Michael Tardy provided corrections to the draft minutes which further clarified the validation, reliability, inter-rater reliability and norming terminology. Upon a motion by Mark Myrent, seconded by Steven Baker, the minutes were approved as corrected. (Minutes will be posted on the IDOC website at http://www.idoc.state.il.us/subsections/RANA/default.asp)

Director Randle asked Task Force members, the audience and those participating in Springfield and by phone to introduce themselves, particularly for the for the benefit of Ed Rhine and Pam Rodriguez. He then asked Sara Sullivan, policy analyst for the Illinois Department of Corrections to provide an update on the RANA Advisory Group.

Advisory Group Update

Ms. Sullivan, who serves as the liaison between the Advisory Group and Task Force, began by distributing the most current list of Advisory Group members. She then stated that the group has met twice, on June 28th and August 19th. She reported that among other agenda items, members elected Pamela Rodriquez, president of TASC, Inc., as chair of the Advisory Group at the August 19th meeting. Ms. Sullivan noted that role of the chair is to serve as the voice of the Advisory Group at the RANA Task Force meetings. She then elaborated on the role of the Advisory Group itself, noting that the group reviewed the criteria for the Assessment Tool Request For Information (RFI) at their August meeting and their input was incorporated into the RFI document that will be discussed later in the meeting. She stated another vital role of the group will be to communicate how they, as service providers, will use the assessment.

Brian Sexton asked if the Advisory Group included a victims' group representative to which Ms. Sullivan replied; the search for someone was still in progress. (Note: Following the meeting, Mr. Sexton put Ms. Sullivan in touch with Beth Ford, Deputy Director for Chicago Alternative Policing Strategy (CAPS) for the Chicago Police Department, who has agreed to serve on the Advisory Group.) Director Randle extended special thanks to members of the Advisory Group for their interest, time and commitment and Ms. Rodriquez for serving as chair.

Presentation: Use of Assessments by Community Organizations

Director Randle introduced the presentation by underscoring the fact that the Task Force has heard in the past from IDOC and AOIC about their use of assessments, but has not had the opportunity to hear in great detail about how such tools and results are used by service providers in the community, and how the work of this Task Force may benefit those in the community. He then introduced Ms. Rodriquez, as Advisory Group Chair, to provide the Task Force with an overview of how community organizations use and benefit from assessments.

Ms. Rodriquez opened her presentation by letting members know that TASC is a statewide, nonprofit agency that provides independent case management for people with substance use and mental health conditions. TASC serves approximately 25,000 adults and youth each year who are referred by Illinois courts, corrections, and child welfare systems. She also thanked Sara Sullivan for her support of the

Advisory Group. She then gave her power point presentation, "How Does Your Work Affect Us," (posted at http://www.idoc.state.il.us/subsections/RANA/default.asp) which contained the following key points:

o   The RANA Advisory Group will work with a diverse group of community based providers, researchers and representatives of probation/parole that are part of the service infrastructure.
o   The group shares RANA's goals of increased accuracy, informed decision making, as well as increased collaboration, public safety and the health and rehabilitation of individuals, families and communities.
o   The current situation of working in silos often results in duplication of effort, inconsistent information, and a lost opportunity for a more integrated approach to intake and planning services.
o   Providers have the same challenges as IDOC—multiple systems, technology issues and sometimes conflicting goals and incentives to share information.
o   Ultimately, the lack of information sharing and communications impacts both services with the institution and re-entry planning which result in missed opportunities for more positive outcomes for individuals.
o   Sharing of information/data allows community providers to build on, not reinvent treatment plans.
o   Sharing of data—including contact information which can be key—helps prevent bad referrals, redundancy and/or conflicting plans, and the facilitates the ability to anticipate and fill in gaps during transition back into the community.
o   In addition to IDOC sharing information with providers, providers need to share information with IDOC.
o   Benefits of sharing information include more customized and informed case plans and improved service delivery.
o   In closing Ms. Rodriguez highlighted potential of RANA to move all engaged towards performance based management and a "scorecard" aligned with IDOC and community deliverables.

Multiple comments from the Task Force and audience members reaffirmed the shared vision for a standardized assessment tool, the value of access to and sharing of information, and critical importance of creating one, not multiple systems so that all stakeholders are not working in silos but in concert with each other to maximize success.

Presentation: Implementing the Ohio Risk Assessment System (ORAS) – Automation, Quality Assurance, and Training

Director Randle welcomed Edward Rhine from the Ohio Department of Rehabilitation and Corrections to the meeting and asked that Alison Shames, the Task Force's Associate from the Vera Institute of Justice introduce Mr. Rhine. Ms. Shames then introduced Ed as the Deputy Director of the Ohio Department of Rehabilitation and Corrections' Office of Offender Reentry. He is also the Chair of an Oversight Committee that is dealing with automation, training and quality assurance of the new ORAS tool. She emphasized that his presentation will not be about the ORAS specifically but rather about the process of implementing the tool.   Mr. Rhine proceeded with his presentation (posted at http://www.idoc.state.il.us/subsections/RANA/default.asp) which included background on the development of the tool and the following key points with regards to its implementation:

o The ORAS tool was developed through a contract with the University of Cincinnati beginning in 2006 and is designed to provide validated assessment of both risks and needs at various points in the criminal justice system (1) pre-trial (2) probation (3) while in prison (4) parole/post-release.

o The tool provides recommended levels of supervision and placement options, includes data collection tools that identify gaps in services and resources, and results in a case plan that prioritizes each identified need. Note: ORAS does not include assessment of "assets" as will Illinois' tool.

o The system was completed (i.e. validated) in November 2009. An oversight committee was established in January 2010. They plan to launch the tool in March 2011.

o The oversight committee includes prosecutors, probation, public defenders community corrections and victims as stakeholders. Education within DRC and the Oversight Committee is critical to ensure that ORAS is not viewed as a DRC tool only. Leadership is and will be critical if the effort is to be sustained.

o The role of the oversight committee is to ensure seamless and efficient implementation of ORAS, provide guidance and support to subcommittees, maintain active communication and engage key stakeholders, anticipate and respond to issues/concerns, and maximize collaboration of all involved and impacted.

o ORAS has five interdisciplinary sub-committees—Training, Research, Policy, External Users and IT—whose work is interconnected. Areas of focus respectively include:

  ▪ Establishing a training program to develop a cadre of certified trainers that will ensure all internal and external end-users receive instruction. Access to the information gateway will be an incentive to complete training.

  ▪ Monitoring the effectiveness and impact of the tool and making recommendations as appropriate.

  ▪ Identification and review of all policies impacted by ORAS and in concert with policy owners, drafting language changes to those policies.

  ▪ Representing DRC's voice externally to reassure the community that implementation of the ORAS tool benefits all stakeholders.

  ▪ Development of performance measures that identify barriers to successful implementation and recommendations for long-term quality assurance. Note: Pilot implementation sites are helping to inform the recommendations.

Mr. Rhine highlighted several key lessons learned including the need to understand internal capacity and the work flow as well as the importance of engaging all stakeholders in the educational/marketing process. One specific lesson learned that Mr. Rhine discussed was the decision of who should the assessment be conducted on in the initial stage. They first decided to just conduct the assessment on new people entering into the prisons after a certain date. However, they ran into problems with this strategy and decided to rescore everyone (new and current inmates). His final slide summarizing the implementation timeline was followed by a Q&A. Discussion points included and discussion the role of an initial screen, which filters about 20% of the people coming into the system and when it might be used in Illinois.

Discussion and Approval: RANA Request for Information (RFI)

Director Randle first thanked the RFP/I sub-committee of Patricia Hayden, Jesus Reyes, Justice DiVito, Co-Chaired by Gladyse Taylor and Grace Hong Duffin and assistance provided by Alison

Shames and Sara Sullivan, as well as the Advisory Group which provided valuable input, and then turned the agenda over to Gladyse Taylor, who served as co-chair of the RFI subcommittee. Ms. Taylor began by stating that the primary goal of the sub-committee was to identify the procurement process for selecting an assessment tool. After examining options, the sub-committee determined that a RFI (vs. moving directly to an RFP) would be more useful as it would allow the Task Force to benefit from the input of experts in the field. She noted that although inclusion of the RFI in the process will extend the timetable by about 10 weeks, the group felt it would be well worth the wait as it will help define the scope of the RFP. She also noted that the procurement office has reviewed the RFI in order to ensure it was in keeping with the new code.

Ms. Taylor then reviewed the tentative timeline to for the procurement process acknowledging that the February 2011 date to begin the implementation process was aggressive. Ms. Taylor further noted that the Task Force will need to identify criteria for evaluation of proposals with the next 60 days so that they may be included with the posting of the RFP. She then added that state agencies are currently addressing the issue of funding Ms. Taylor then opened up the floor for comments and suggestions for further refinement which included edits for clarity and substantive comments regarding the use of tool over time, validation of the instrument of different populations, availability and use of a pre-screen. Sara Sullivan stated she will incorporate suggested changes into the final RFI for posting.

Upon motion by Jesse Reyes, seconded by Mark Myrent and voice approval by all the RFI with changes was approved.

Discussion: Evaluating the Responses to the RFI
In the interest of time, this portion of the agenda along with discussion of establishing an RFP sub-committee was deferred to the October meeting.

Wrap-Up
Director Randle concluded the meeting with a reminder that the next Task Force meeting will be held October 6. 2010. The final two meetings of 2010 are scheduled for November 10, 2010 and December 2, 2010.

Adjourn
Upon a motion by Brian Sexton, seconded by Cory Foster, the meeting was adjourned at 4:30 pm.