

**Hamilton County Tax Levy Review Committee**  
**138 East Court Street**  
**Cincinnati, Ohio 45202**

September 8, 2023

Hon. Alicia Reece, President  
Hon. Denise Driehaus, Vice President  
Hon. Stephanie Summerow Dumas

Re: 2023 Mid-Cycle Review of the Family Services and Treatment Levy

Dear Commissioners:

The Hamilton County Tax Levy Review Committee (“TLRC”), chaired by Gwen McFarlin, appointed a subcommittee to perform a mid-cycle review of the Family Services and Treatment Levy (“the FST Levy”). The members of the subcommittee are Jeanette Hargreaves (Chair), Robert Furnier, and Christie Kuhns. As part of this review, the subcommittee reviewed the June 2019 consultant report by Public Consulting Group, reviewed the June 17, 2019 recommendations of the TLRC, and participated in numerous meetings with agencies receiving funds under the FST Levy. The subcommittee thanks Lisa Webb, Assistant County Administrator, for her support and assistance with this review.

The FST Levy provides treatment services to individuals involved with the Hamilton County criminal justice system as a result of substance abuse. Individuals are typically sentenced to these programs by the Courts, with voluntary wrap around services available. The programs address a wide range of issues including substance abuse disorders, mental health disorders, education, employment, housing, transportation, etc. The services provided are evidence-based treatments and interventions focused on returning individuals to society as productive citizens. Both residential and non-residential programs are funded by the levy. (*See Appendix A for the programs funded by the FST Levy*).

Since the last full FST Levy review in 2019, there have been many changes to what is considered “best practices” for the treatment of substance abuse disorders, mainly in response to the opioid crisis sweeping the country. Additionally, the challenges of the COVID pandemic led to changes in some of the programs funded by the levy, including the elimination of some programming. Despite operating in such an uncertain environment, the agencies funded by the FST Levy rose to the occasion, continuing to provide critical treatment services while complying with their obligations under their current levy agreements. Below is a detailed discussion of the specific programs impacted by those changes. The subcommittee found that agencies/programs not specifically discussed below are in compliance with their obligations under their levy agreements.

## **Turning Point**

Turning Point is a chemical dependency residential treatment program for male offenders incarcerated for alcohol and/or other drug-related offenses at a Talbert House facility on Woodburn Ave. The program, operated by Talbert House, was allocated \$950,000 annually under the 2019 levy plan. As a result of the COVID pandemic, the Woodburn facility was closed and services transitioned into other existing locations. There are currently no plans to reopen the facility for County treatment programs. Accordingly, unused funds allocated to the program remain part of the FST Levy fund.

## **Hamilton County Drug Court/ADAPT**

ADAPT (Alcohol & Drug Addiction Partnership for Treatment) is a partnership between the Hamilton County Drug Treatment and Recovery Court (“DTRC”), the Central Community Health Board of Hamilton County, Inc. (CCHB), Talbert House, and other community treatment providers. The ADAPT program offers a substance abuse treatment continuum for non-violent, felony drug offenders as an alternative to conviction and/or incarceration. The program includes both residential and outpatient services. The DTRC is overseen by Judge Nicole Sanders. Historically, ADAPT had included a substantial residential program for both men and women. The costs associated with the residential programs were approximately 80% of the funds allocated to ADAPT under the levy.

As previously discussed, the challenges resulting from the opioid crisis have prompted a change in the “best practices” employed by substance abuse treatment providers and drug courts across the country. In order to understand and incorporate these changes, Judge Sanders invited a review of the DTRC’s operations by the Nation Drug Court Institute (“NDCI”) in April 2021. The NDCI found a number of shortcomings in the DTRC’s operations. In response, the DTRC has adopted NDCI best practices in order to obtain NDCI certification. As a result, the need for residential treatment beds has dropped significantly as more treatment is shifted to an outpatient basis. While some residential treatment beds are still required, it no longer makes financial sense to continue to fully fund residential treatment beds that are no longer needed.

Recognizing the need to shift funds away from residential treatment, the subcommittee requested that the DTRC and Talbert House collaborate on a proposal for reallocating funds away from residential treatment beds and toward current, unmet needs within the ADAPT program. Working together and with the subcommittee, Talbert House and the DTRC have proposed the following program to meet the critical need for transitional and sober living housing for ADAPT participants. (*See Appendix B*).

In addition to providing critically needed access to transitional and sober living housing for participants, the new pilot program will also expand the continuum of care to address substance use disorder treatment for individuals participating in the DTRC and other Specialty Courts with additional recovery supports including access to the Peer Recovery Network (“PRN”), a person-centered service designed to support the recovery process while engaging the individual in treatment and developing a recovery-oriented network. The PRN Coaches will engage with clients and remain a member of their support system for no less than one year regardless of the success of the client. The pilot will also fund additional wrap-around services including housing,

transportation and other ancillary needs of participants (these could include rent deposits, furniture, uniforms, childcare and gas cards). The subcommittee recommends directing up to \$659,772 available within the FST Levy appropriations for the DTRC to increase services through this pilot project through the 2024 review of the FST Levy with the requirement that Talbert House and the DTRC team develop performance metrics that can be used to evaluate the effectiveness of these services during the 2024 FST Review to determine whether the program should be funded under the FST Levy during the 2025-2029 levy cycle.

### **Municipal Recovery Court**

Hamilton County Municipal Court Judge Gwen Bender is currently working with Talbert House, Pretrial Services and Probation on a Municipal Recovery Court Pilot Project. (See Appendix C). The Recovery Court provides a comprehensive, coordinated, and non-adversarial docket to selected criminal cases involving individuals within Municipal Court with high risk and high needs and diagnosed with a substance use disorder. The goals of the docket are to (1) successfully engage individuals in treatment and supportive services to address underlying substance abuse issues, (2) divert individuals from incarceration and into community-based programming, and (3) reduce future recidivism of offenders as measured by a reduction of future criminal arrests and convictions.

The subcommittee has reviewed the Recovery Docket's procedures and policies and has had the opportunity to attend a live Recovery Docket session. The subcommittee was extremely impressed with the docket and believes it could be an excellent program for funding by the FST Levy. Therefore, the subcommittee recommends directing up to \$500,000 available within the FST Levy fund balance for the Recovery Docket to continue and expand its pilot project through the 2024 review of the FST Levy with the requirement that Talbert House and the Recovery Docket team develop performance metrics that can be used to evaluate the effectiveness of the Recovery Docket during the 2024 FST Review to determine whether the program should be funded under the FST Levy during the 2025-2029 levy cycle.

The subcommittee continues to be impressed with the performance of the agencies funded by the FST Levy. Despite the challenges resulting from the opioid crisis and the COVID pandemic, these agencies continue to be flexible and innovative in order to meet the needs of their clients and the residents of Hamilton County.

Respectfully,

Jeanette Hargreaves, Chair  
Robert Furnier  
Christie Kuhns

# Hamilton County Common Pleas Court Recovery Support Services

## INTRODUCTION

The following is a request to utilize Hamilton County Family Services and Treatment Levy funding to meet the full array of needs presented by clients involved with Hamilton County Drug Court and potentially other Hamilton County Common Pleas dockets. Talbert House seeks to respond to the growing community need around outpatient and intensive outpatient Substance abuse disorder services that can be supported by affordable transitional housing, sober living options and other sober supports. **The target population are clients served by Hamilton County Drug Court and other court referrals.** This proposal provides an option to expand upon the continuum of care to support a sober lifestyle for clients involved in the court process. Clients will have access to the full array of treatment and support provided by court selected providers supporting the modifications addressing the needs of the court. Understanding that recovery is a process, and no one recovers alone we are proposing to provide clients that engage in Drug Court long term Peer Recovery support, transitional housing or sober living arrangements and transportation. Clients will be encouraged to engage in the Peer Recovery Network where the Peer Recovery Coach is committed to providing services for no less than one year to support the client's recovery success.

## PROPOSAL

Based on the feedback and findings from a collaborative process with the courts and other community partners, Talbert House proposes to provide an expanded continuum of care to address substance use disorder treatment for individuals participating in Drug and other Specialty Courts with additional recovery supports. This project will have access to the Peer Recovery Network (PRN), a person-centered service designed to support the recovery process while engaging the individual in treatment and developing a recovery-oriented network. The Peer Recovery Coaches will engage with clients upon their acceptance of court ordered treatment and remain a member of the client's sober support system for no less than one year regardless of the success of the client. The National Institute of Drug Abuse and other research validates the success of Peer Support as one of the most affective interventions for people seeking to maintain sobriety.

The PRN role will assist with developing a recovery-oriented lifestyle for an addicted person and providing relapse prevention education. The PRN will assist clients in decreasing the barriers to treatment and increasing access by providing information dissemination, education, referral, and linkage to treatment. The objective is to utilize the Peer Recovery Coaches relationship to reduce continued use and increase long term recovery. The Peer Recovery Network will collaborate with services within and outside of Talbert House array of care decreasing the rate of new and chronic drug users. The PRN will also maximize resources and fill the gaps in services, while reducing the stigma and raising awareness and understanding of the addiction process, treatment, and recovery. The Peer Recovery Coach has been certified by Ohio Mental Health & Addiction Services. The Peer Recovery Coach receives specialized training to address barriers to recovery, boundaries, mental health and substance abuse interventions, and community resources. The goal is to help clients navigate their daily living and develop a sober

lifestyle.

This proposal addresses the need for clients to begin their road of treatment to sustained recovery. Drug Court clients will have access to housing, transportation, and Peer Support. Talbert House's Peer Recovery Coaches will provide supportive services, resulting in engagement and stability. Clients will move along the spectrum appropriately based on individual need with access to full continuum of care by court selected providers.

Under the proposed model Talbert House is committed to serving Drug Court clients needing a sober living or transitional living options. Talbert House will utilize multiple housing providers to assist with ensuring that anyone that needs housing will have access to one of three housing options: (1) transitional housing, (2) sober living, or (3) permanent housing. Talbert House would offer up to 25 transitional housing units for up to 25 individuals or families in need of sober living arrangement for up to sixty days. This project will work to integrate families in the client's treatment to support their long-term sobriety. This program aims to assist individuals to develop a recovery plan and have a life that is healthy and successful without using substances. Clients will be able to maintain existing housing, employment and/or parenting arrangements while also getting the treatment they need to be successful.

We are requesting \$659,772 to support toward Recovery Support Services. A full budget is attached.

## **Housing Options**

### **I. Housing**

Permanent supportive housing options for individuals in recovery is critical and has the potential to reduce relapse significantly. Talbert House proposes to utilize existing funds to offer transitional and sober living housing options to Drug Court clients.

### **II. Transitional Housing**

Talbert House's Parkway Center provides transitional housing for homeless men and women and offers substance use treatment and case management to assist in finding permanent housing and employment. Parkway is a fifty-one-bed facility. This program aims to assist individuals to develop a recovery plan and have a life that is healthy and successful without using substances. Outpatient ASAM services are a critical tool to help Drug Court clients maintain existing housing, employment and/or parenting arrangements while also getting the treatment they need to be successful. facility where three beds (two men and one women) will be allocated with meals and supported services (case management, medication administration, parenting education, MAT, Peer Recovery Coaches) provided at hundred (\$100.00) a day. Other providers in the community could also offer transitional housing options. We anticipate serving 25 unduplicated clients annually.

### **III. Sober Living**

Recovery housing provides a substance-free living environment combined with supportive services with peer support, employment, transportation, and other assistance for people in recovery. It gives people time to develop sustained recovery while rebuilding other aspects of their lives. Research has found that people with substance use disorders who live in recovery housing

have a greater chance of achieving long-term recovery than those who do not. Talbert House has 48 sober living beds across multiple sites within Hamilton County. We propose leveraging four of our sober living units in addition to collaborating with existing certified sober living community partners. We are able to provide 25 units at \$600.00 a month.

### **Transportation**

Clients will be able to benefit from transportation support. The Peer Recovery Coaches are responsible for assisting with transportation. How it works:

- A. Coaches provide transportation
- B. Clients can receive single ride bus cards
- C. Clients needing assistance to get to work can receive a onetime monthly bus card
- D. Client in an intensive outpatient program in good standing can receive a onetime monthly bus card
- E. Clients with hardships employed or not engaged in the Peer Recovery Network may receive addition monthly bus cards

Talbert House  
Fiscal Year 2024  
Revenue & Expense Budget  
Alcohol and Drug Abuse Partnership in Treatment

**Revenue :**

443675	Family Services & Treatment Levy	659,772	
<b>Total Revenue</b>		659,772	

**Expenses :**

**Staff Compensation Expense**

500000	Peer Recovery Coaches 3 ft Coordinator 1 ft	125,986	Peer Recovery Coaches will provide long-term intensive support.
		49,920	This will be the manager of services
		175,906	

**Fringe Benefits Expense**

**Payroll Taxes Expense**

**Other Employee Expense**

540100	In-state Travel	9,000	This is for PRC's meeting with clients and providing transportation
630200	External Training	3,000	This is for PRC and coordinator attending training outside of Talbert House
		12,000	

**Professional Services**

610100	Other Purchased Services	8,200	This is copier, shredder, fax machines contracts
610250	Outside Drug Testing	1,500	Confirmation testing
610300	Payments to Partners	209,600	Housing agencies for sober living and transitional housing
		219,300	

**Occupancy Expense**

640100	Communication	1,440	recruitment and retention
650100	Rent	10,000	Staff office space
650200	Utilities	-	
650700	General Insurance - PC&L	2,400	
		13,840	

**Supplies Expense**

640200	Postage	250	
640300	Printing	-	
710100	Office Supplies	2,100	post it notes, pens, tablets, paper etc.
710300	Education Supplies	2,500	Step books, AA/ NA books
710700	Medical Supplies	4,000	bandages, over the counter medication
710800	Drug Lab Supplies	7,700	Instant read cups etc.
710900	Program Supplies	6,000	phones, ink other daily need items
		22,550	

**Equipment Expense**

720100	Equipment	6,000	Computers
720400	Furniture	-	
		6,000	

**Client Welfare Assistance Expense**

750100	Client Assistance	50,000	work related items, transportation, assistance with bedding and food
		50,000	

**Other Expenses**

801300	Professional Insurance	1,000	
801400	Board and Staff Meetings	-	
801800	Miscellaneous Expense	500	
		1,500	

<b>Expenses Subtotal Before Allocation</b>	549,832
	11

**Program Support Expense**

610600	Information Technology		
	Compliance		
630100	Training Institute		
		49,485	license/ certifications/ software/ EBP Training / CPR

**Central Services Expense**

620540	Finance		
620550	Human Resources		
850000	Administration		
		60,455	

<b>Total Expenses</b>	659,772
	9.2 % Admin Cost
	0.00

# **Hamilton County Municipal Court**

## **Recovery Docket**

### **PARTICIPANT HANDBOOK**

---

**PRESIDING:**

**The Honorable Gwen Bender**

**1000 Main St, Courtroom 174**  
**Cincinnati, Ohio**





## TABLE OF CONTENTS

I.	PROGRAM DESCRIPTION AND GOALS.....	3
II.	TARGET POPULATION AND ELIGIBILITY.....	4-5
III.	REFERRAL PROCESS AND PROGRAM ADMISSION.....	6
IV.	PROGRAM PHASES.....	7-10
V.	STATUS REVIEW HEARINGS.....	11
V.	TREATMENT PLANNING PROCESS.....	12-13
VI.	PROGRAM COMPLETION/GRADUATION.....	14-17
VII.	TREATMENT TEAM MEMBERS' ROLES AND RESPONSIBILITIES.....	18-20

## **PROGRAM DESCRIPTION**

The Hamilton County Recovery Docket provides a comprehensive, coordinated, and non-adversarial docket to criminal cases selected in Hamilton County Municipal Court.

Accepted individuals with a current substance use disorder and an active case with the Hamilton County Municipal Court will be offered supportive services and treatment to decrease recidivism, address their substance use needs, and improve their quality of life.

Participation in the docket will be voluntary.

Once accepted into Recovery Docket individuals will be expected to engage with supportive services to address individual need areas.

## **PROGRAM GOALS**

1. Successfully engage individuals in treatment and supportive services to address underlying substance abuse issues.
2. Divert individuals from incarceration and into community-based programming.
3. Reduce future recidivism of offenders as measured by a reduction of future criminal arrests and convictions.

## **TARGET POPULATION & PROGRAM ELIGIBILITY**

### **TARGET POPULATION**

The target population for the Municipal Recovery Docket are male and females who have pending charges in Hamilton County's Municipal Court. This population is assessed with high risk and high needs and diagnosed with a substance use disorder. Participants are required to reside in Hamilton County.

The Municipal Recovery Docket does not discriminate based on race, color, religion, gender, sexual orientation, national origin, ancestry, age, citizenship, marital status, veteran's status, or any disability.

### **LEGAL ELIGIBILITY**

1. The following is the legal eligibility criteria for acceptance into the Municipal Recovery Docket:

- The current offense must be a First or Second Degree Misdemeanor charge.
- The presenting charges must be determined to be a result of the individual's substance use disorder.

2. The following is the legal exclusionary criteria that will disqualify a defendant from participation in the Municipal Recovery Docket:

- The defendant may not have pending charges in another court or jurisdiction that have not been resolved prior to application; unless an agreement has been established with the other court or jurisdiction that they will abide by the Recovery Court's plan.
- The defendant's present offense(s) may not be an offense of violence.
- The defendant's present offense(s) may not be a misdemeanor of a degree other than first or second degree unless the offense is combined with another first or second degree misdemeanor.

## **CLINICAL ELIGIBILITY**

1. The following is the clinical eligibility criteria for acceptance into the Municipal Recovery Docket:

- The defendant must complete an assessment that determines that he or she is diagnosed with a substance use disorder.
- The defendant acknowledges that he or she has a problem with substance use and is willing to address the problem.

2. The following is the clinical exclusionary criteria that will disqualify a defendant from participation in the Municipal Recovery Docket.

- The individual does not self-identify any issues with substance use and a clinical assessment does not identify a substance use disorder.
- The individual has a primary mental health issue that makes him or her more appropriate for the Mental Health Court.
- The individual is not cognitively able to give informed consent to participation.
- The individual may only take prescribed medication in compliance with the prescription issued by an attending medical professional or that is approved by the State of Ohio. Exclusion would only occur if the medication impairs the individual in a manner that does not allow them to fully function in the program or in their plan for recovery.

## **REFERRAL PROCESS & PROGRAM ADMISSION**

1. A defendant will consult with his or her Public Defender or private defense counsel to determine if he or she is eligible and a good candidate for the Recovery Docket.
2. The defendant or his or her legal counsel will request in court at arraignment or prior to plea that the case(s) be transferred to the Recovery Docket.
3. The Recovery Docket Coordinator will contact the defendant and review the program rules and expectations with him or her and provide a copy of the Recovery Docket Handbook. The Recovery Coach will conduct an initial substance abuse screening to determine the level of substance abuse treatment needed and identify any immediate barriers. This contact will occur within 48 hours from the time of referral to the Recovery Docket or the next available business day following a weekend or holiday.
4. A Peer Recovery Coach will contact the defendant to provide direct support to him or her in addressing any immediate barriers or needs. This will occur within 24 to 48 hours after initial contact with the Recovery Docket Coordinator.
5. The Docket Coordinator or Peer Recovery Coach will connect the defendant with a treatment provider to complete a full substance abuse assessment and create a treatment plan. The defendant will need to complete a release of information with the treatment provider to permit the release of treatment information to the Docket Coordinator, Peer Recovery Coach or the Probation Officer.
6. The defendant will appear for a hearing on the Recovery Docket and is required to sign the Participation Agreement. The sentence will be imposed and the defendant will formally enter into the Recovery Docket Program and proceed through the program phases.

## **RECOVERY DOCKET PROGRAM PHASES**

Once accepted into The Recovery Docket, the participant shall complete four Phases: Orientation, Stabilization, Growth and Development, Maintenance.

Upon successful completion of all phases, the participant is eligible for graduation. Advancement through these phases shall be based on the defendant's performance and not on the amount of time in the program. The judge has the final determination on each phase advancement.

### **Phase 1: Orientation**

The goal of this phase is to help the defendant understand all aspects of the Recovery Docket program; including program operations, service provider's requirements and identification of individualized goals and objectives. The duration of this phase will be between one and four weeks.

The participant shall complete the following prior to advancement to Phase 2 of the program:

- Review the Participant Handbook.
- Review and sign the Participation Agreement with the defendant's assigned defense counsel.
- Meet with Recovery Docket Coordinator to complete the intake process, review policies and expectations of the program and complete the initial substance abuse screening.
- Establish contact with the Peer Recovery Coach. During this phase the defendant is required to have five weekly contacts with the Peer Recovery Coach. At least one of the contacts must be a face to face session.
- Review and sign Release of Confidentiality and Consent to Treatment forms.
- Attend initial Recovery Docket hearing and subsequent hearings on a weekly basis.
- Complete legal requirements of plea and sentencing.
- Complete a full substance abuse assessment with the chosen treatment agency.
- Submit the initial treatment plan to the Court for approval by the Judge.

- Familiarize themselves with the location of service providers and address issues of transportation.
- Complete an initial meeting with Probation Officer to determine on-going reporting schedule and to review the rules and conditions of community control.
- Submit to initial urine screen with the Probation Department and be initiated into the Probation Department's random urinalysis program unless the Court agrees to accept urine screens from an alternative agency.
- Develop payment schedules for fines/community service, court costs, and restitution.

## **Phase 2: Stabilization**

The primary goals of this phase are to stabilize the participant and obtain compliance with the Recovery Docket program requirements. The defendant will complete the primary phase of the chosen substance abuse treatment program. The duration of this phase will be between eight and sixteen weeks.

The participant shall complete the following prior to advancement to Phase 3:

- Successfully complete the primary phase of the substance abuse treatment that the defendant was referred to.
- Identify and create a plan to address other need areas including housing, education, mental and physical health, vocational, employment and life skills.
- Attend the Recovery Docket status review hearing bi-weekly.
- Attend meetings with Peer Recovery Coach, Recovery Docket Coordinator, and Probation Officer as required. During this phase the defendant is required to have three weekly contacts with the Peer Recovery Coach. At least one of the contacts must be a face to face session.
- Abide by rules of the Recovery docket, Probation, and commit no new criminal offenses.
- Comply with random alcohol and drug testing as ordered by the Court or Probation Officer and submit specimens that are negative for illicit drugs.
- Adherence to any prescribed medication regimens.

### **Phase 3: Growth and Development**

During this phase, the defendant will continue with any secondary phases of the substance abuse treatment program. The defendant will work towards completing objectives and goals as established in his or her individualized treatment plan. Identified need areas, other than substance abuse issues, will also be addressed. Those needs may include but are not limited to: financial stability, income, long-term housing, sober support, physical health issues, vocational training and/or education, transportation and basic needs. The duration of this phase will be between four and twelve weeks.

The participant shall complete the following prior to advancement to Phase 4 of the program:

- Comply with and attend as scheduled any secondary treatment programming and/or aftercare.
- Adherence to any prescribed medication regimens.
- Establish stable income and financial stability.
- Develop a sober support network.
- Obtain stable and sober housing.
- Comply with random drug testing as ordered by the Court or Probation Officer and submit negative test results for illicit drugs. The frequency of tests will be at a reduced rate from the previous phase.
- Abide by rules of the Recovery docket, Probation, and commit no new criminal offenses.
- Attend the Recovery Docket status review hearing every three weeks.
- Attend meetings with Peer Recovery Coach, Recovery Docket Coordinator, and Probation Officer as required. During this phase the defendant is required to have, at a minimum two weekly phone contacts with the Peer Recovery Coach and at least one face to face session monthly.
- Adherence to any prescribed medication regimens.
- Create a new treatment plan with new or updated objectives and goals and submit the plan to the Recovery Docket Judge for approval.



#### **Phase 4: Maintenance**

This phase is focused on the participant continuing the structure and discipline developed in earlier phases and developing self-sufficiency. By the time the participant moves to this phase, her or she has successfully completed the core portion of his or her treatment and has addressed any underlying need areas to achieve stability. The defendant has demonstrated sobriety through the submitting negative drug tests. The duration of the is phase will be between two and four months.

The defendant shall complete the following prior to advancement to graduation.

- Fulfill any financial obligations to the Court that may include fines, fees and restitution.
- Attend required status review hearings on a monthly basis.
- Attend meetings with Peer Recovery Coach, Recovery Docket Coordinator, and Probation Officer as required. During this phase the defendant is required to have one weekly phone contact with the Peer Recovery Coach and at least one face to face session monthly.
- Continue in any course of treatment or counseling that is ongoing.
- Adherence to any prescribed medication regimens.
- Comply with random drug testing at as ordered by the Court or Probation Officer and submit negative test results for illicit drugs. The frequency of tests will be at a reduced rate from the previous phase.
- Maintain financial, income and housing stability.
- Complete any other court ordered obligations; such as Community Service.
- Create a relapse prevention plan for after completion of the Recovery Docket program.
- Identify long term goals with implementation strategy for success beyond the program and submit the final long-term treatment plan to the Court.
- Write and present in court an Empowerment/Reflection demonstrating how the defendant changed from the beginning of the program and what specific goals and objectives he or she achieved.

## STATUS REVIEW HEARINGS

During your time in the Recovery Docket program, you will attend Status Review Hearings as directed by the Docket Coordinator on Wednesdays at 1:00 PM in Room 174 of the Hamilton County Courthouse, 1000 Main Street.

The Status Review Hearing is a court appointment that you will attend in the presence of other Recovery Docket participants to discuss your progress. At the Status Review Hearing, the Judge will formally monitor your performance and progress, provide explanations to you regarding consequences you may receive, review program requirements and determine phase advancement. During the initial phases, you will attend Status Review Hearings more frequently, but as you successfully progress through the program, your attendance requirements will decrease.

If you fail to attend a scheduled Status Review Hearing, the Judge may issue a warrant for your arrest and you will ultimately receive a consequence for failure to appear.

## TREATMENT PLANNING PROCESS

Treatment planning is an ongoing collaborative process between the participant, case management, and the treatment team. The following are the policies and procedures regarding treatment plans:

1. Development of an initial treatment plan will be a collaborative process between the participant, the provider and the Recovery Court Treatment Team. The provider shall be responsible for submitting a completed treatment plan to the Court for approval.
2. Recovery Docket participants will receive a treatment plan based on their individual needs and provided services will incorporate evidenced-based strategies. All alcohol and drug testing plans are individualized.
3. Recovery Docket treatment plans take into consideration services that are gender responsive, culturally appropriate, and effectively address co-occurring disorders.
4. Provided services including case plans are appropriate and clinically necessary to the degree that available resources allow.
5. Recovery Docket participants shall have prompt access to a continuum of approved treatment and rehabilitation services.
6. The Recovery Docket maintains a current treatment plan and a record of activities (status review reports).
7. Treatment plans continue to develop throughout the Recovery Docket program to reflect each participant's changing needs based on program progress.

8. All treatment and programming will be provided by appropriately licensed and trained programs or persons to deliver such services according to the standards of their profession. Each agency providing drug testing services for the docket must comply with all certification standards related to substance use monitoring.
9. All treatment plans require participants to abstain from alcohol, illegal drugs and non-prescribed controlled substances. All treatment plans require frequent, observed and random drug screens. Testing includes the participant's primary substance of dependence, as well as a sufficient range of other common substances. Failing to submit to testing, submitting an adulterated sample, submitting the sample of another, diluting a sample or testing positive for alcohol, illegal drugs or non-prescribed controlled substances will all be treated as positive tests. The Recovery Docket has a clearly established plan for addressing a participant who tests positive at intake or relapses: the Court will be immediately notified of a positive drug test, which will result in an immediate individualized sanction and a mandatory court appearance. The treatment team will create a plan tailored to the individual which may include therapeutic adjustments to the treatment plan, jail based or residential treatment, increased drug testing, loss of passes, or other consequences.

## **PROGRAM COMPLETION / GRADUATION**

### **Termination Classifications**

There are three types of termination classification used by the Recovery Docket: successful discharge, unsuccessful discharge, and neutral discharge.

The Judge has final discretion to decide termination from the Recovery Docket in accordance with the written criteria.

### **Criteria for Successful Termination/Completion**

Advancement through the program, as well as the final decision to graduate, are decisions made by the Recovery Docket Judge. The judge is informed in the decision through the recommendation of the treatment team. The team shall assess each individual for successful completion based on the following benchmarks:

- Demonstrated period of abstinence from alcohol and drugs, evidenced by submitting negative alcohol and drug screens for a substantial period prior to graduation.
- Demonstrated compliance with treatment programs and medication compliance as recommended.
- Improved symptom identification and management.
- A displayed change in thinking, attitude and beliefs.
- A displayed use of their sober network to provide support when the treatment team is not available.
- Maintained consistent employment if eligible.
- Maintained stable independent housing.
- Identification and completion of a treatment plan to continue after program completion.

- Paid off all monies owed; or if indigent or otherwise unable to pay court-ordered monies, completed community service in lieu of court-ordered monies.

The following are the policies and procedures for determining when a participant has successfully completed the program:

- A participant may be nominated for graduation by any treatment team member.
- The treatment team shall discuss progress in the program, time in the program, and stability in the community in determining completion.
- The judge shall have final discretion regarding successful completion termination.
- If the Judge finds that the participant has made a good faith effort to pay with monies or community service, the Judge has discretion to remit monies owed, or to successfully discharge and to give a stay to pay for outstanding monies owed.
- Upon judicial decision that the participant is ready for graduation, an after-care plan shall be put into place and accepted by the court. The participant shall have the option to retain case management, psychiatric, substance abuse and other supportive services outside of the Court through the community mental health system.
- The participant shall participate in a final public graduation ceremony and will be presented with a certificate of completion.

#### **Termination by Unsuccessful Discharge:**

##### ***Criteria:***

- Ongoing noncompliance with treatment or resistance to treatment plan.
- New serious criminal conviction.
- A serious probation violation or series of probation violations.
- A serious infraction of the Recovery Docket participant agreement.

### ***Result of Termination by Unsuccessful Discharge:***

- Depending on the circumstances, the participant may be subject to jail or other penalties.
- Should the defendant remain on probation, the defendant shall be transferred to the regular criminal docket of the Recovery Docket Judge, assigned a different probation officer and continued under the terms of probation.
- An unsuccessful discharge from the Recovery Docket program shall not mean a discharge from appropriate mental health, substance abuse, or other programming available to a qualified defendant.
- A participant will not be unsuccessfully discharged solely on the basis of failing to pay in full or work off in full court-ordered monies.

### **Termination by Neutral Discharge**

#### ***Criteria:***

- A serious medical condition resulting in inability to participate in program requirements.
- Serious mental health and or substance use condition resulting in inability to participate in program requirements.
- Choice to voluntarily withdrawal from the program prior to completion of a plea and signing of the Recovery Docket Participation Agreement.

### **Termination Hearing**

The Recovery Court Judge shall not terminate a participant from the program without providing notice of intent to terminate, a hearing, and attorney representation. The Recovery Court judge will provide the participant the same Due Process protection as any person would receive for a community-control/probation violation hearing. A participant may waive their right to consult with an attorney if the waiver is made knowingly, intelligently and voluntarily.

## **Graduation**

Upon successful completion of all requirements of the Recovery Docket program, the participant will be honored during an Achievement ceremony. The achievement ceremony may be attended by family members, friends and others that the participant chooses. This is an opportunity to recognize the accomplishments of participants as they transition out of the program.



## **TREATMENT TEAM MEMBERS' ROLES & RESPONSIBILITIES**

**Judge Gwen Bender** serve as the Municipal Recovery Docket judge. Judge Bender volunteers her time as the Recovery Docket judge while also maintaining a regular civil and criminal case load. Judge Bender is the chairperson of the Recovery Court treatment team and attends all meetings. Judge Bender is knowledgeable about clinical diagnoses and treatment benefits. Judge Bender reviews the Participation Agreement with each participant, explaining the concepts of compliance, noncompliance, sanctions, rewards and the consequences of termination from the program. The judge has final discretion regarding admission into the Recovery Court program, incentives, sanctions, phase advancements, successful completion, and termination. She also takes pleas, imposes sentences, and discusses progress with participants during status review hearings. The judge treats all participants fairly and with respect. She personally interacts with every participant on the docket and encourages their progress.

**Recovery Docket Coordinator:** The Recovery Docket Coordinator is responsible for the administration of the Recovery Docket program, including long-term strategic planning and daily support for Judge Bender and the Recovery Docket Team. The Recovery Docket Coordinator is responsible for maintaining the status reports and all records. They shall create a file for each participant containing a record of court appearances, progress notes, sanctions, and other pertinent team information. These records shall not be maintained in the defendants' criminal files as those are public information and such files cannot contain health and treatment records. The coordinator provides administrative support to the judge for all the meetings and attends all meetings with the judge. They conduct screenings and communicate with treatment providers on a regular basis to assess the services provided and the treatment and programming process.

**Peer Recovery Coach:**

The Peer Recovery Coach establishes a direct relationship with the participant and assists with navigating and coordination of care. They will share their lived experience of recovery and will support the individual regardless of treatment participation. They may help the participant with vocational support, housing, family services, participation in sober support and connect them to services based on their individual needs. They will also have access to client assistance funds that may help break the barriers to recovery.

**Probation Officer:**

The probation officer assigned to the Recovery Docket program participates in treatment team meetings and status review hearings. They review each case, discuss the terms and conditions of community control sanctions, and file statements of violations as necessary. The Recovery Docket probation officer conducts drug and alcohol screenings in conjunction with those offered by service providers and conducts agency visits as needed. They recommend incentives, sanctions, phase advancement, successful completion, and termination to the judge.

**Prosecutor:**

An Assistant Cincinnati City and Hamilton County Prosecutor are generally assigned to represent the government's interests in the Recovery Docket program. The prosecutor conducts a criminal record check and notifies victims. The prosecutor will participate in treatment team meetings and status review hearings and may make recommendations regarding incentives, sanctions, phase advancement, successful completion, and termination. Although the prosecutor has an overriding goal of pursuing justice and protecting public safety and victims' rights, the Recovery Docket program functions as a non-adversarial process. The prosecutor will contribute to the education of their peers, colleagues and judges regarding the efficacy of the program. The prosecutor understands that a positive drug test results in a treatment consequence and not a new charge.

**Defense Counsel:**

A defense attorney from the Hamilton County Public Defender's office is assigned to represent all participants who qualify for public defender representation. A defendant may retain private counsel for this role also. Although the defense attorney has the overriding goal of preserving the defendant's constitutional rights, the Recovery Court program functions as a non-adversarial process.

During the screening and referral process, a defense attorney will help the defendant decide whether to participate in the Recovery Court program. In addition to advice regarding the effects of a guilty plea and sentencing, counsel will explain which rights the defendant waives by entering the Recovery Docket program, explains the possible sanctions the Recovery Court judge could impose for non-compliance, explains the circumstances that could result in termination from the Recovery Docket program, and explains the effects of termination from the Recovery program. The defense attorney will have input in the acceptance process and advocate for their client's stated interests. The participant has a right to request the attendance of the defense counsel during the portion of a specialized docket treatment meeting concerning the participant. Defense counsel shall contribute to the education of their peers, colleagues and judges regarding the efficacy of the program.

# Family Services and Treatment

Tax Levy: 0.34 Mills

Fund 003 - 010

Admin Rec LEVY PLAN	Year 1 2020	Year 2 2021	Year 3 2022	Year 4 2023	Year 5 2024
Beginning carryover	640,272	409,423	421,386	462,873	533,884
<b>REVENUES (Total)</b>	<b>6,211,151</b>	<b>6,286,963</b>	<b>6,316,487</b>	<b>6,346,011</b>	<b>6,375,536</b>
FS&T Tax Levy	6,211,151	6,238,463	6,267,987	6,297,511	6,327,036
ReEntry GF subsidy	165,500	48,500	48,500	48,500	48,500
<b>EXPENDITURES (Total)</b>	<b>6,442,000</b>	<b>6,275,000</b>	<b>6,275,000</b>	<b>6,275,000</b>	<b>6,425,000</b>
ADAPT/Drug Court*	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
1617 Reading Rd (Municipal Court)*	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
Turning Point (Probation)	950,000	950,000	950,000	950,000	950,000
Treatment Programming Security (Sheriff)***	575,000	575,000	575,000	575,000	575,000
ReEntry	467,000	350,000	350,000	350,000	350,000
Veterans Court	160,000	160,000	160,000	160,000	160,000
Sheriff mental health services	5,000	5,000	5,000	5,000	5,000
Sheriff Administration	200,000	200,000	200,000	200,000	200,000
Municipal Court and Probation Administration	385,000	385,000	385,000	385,000	385,000
Prevention First	50,000	50,000	50,000	50,000	50,000
Heroin Coalition	-	-	-	-	-
Administrative (BoE costs, TLRC Analyst, A&T fees)	150,000	100,000	100,000	100,000	250,000
<b>Ending Carryover</b>	<b>409,423</b>	<b>421,386</b>	<b>462,873</b>	<b>533,884</b>	<b>484,420</b>
Less Year End Encumbrances					
Ending Carryover					

\*Talbert House contract billings run at least 2 months in arrears.

Admin Rec LEVY ACTUAL	Year 1 2020 Act	Year 2 2021 Act	Year 3 2022 Proj	Year 4 2023 Budget	Year 5 2024 Proj
Beginning carryover	2,895,556	2,974,252	3,599,249	2,228,998	2,595,880
<b>REVENUES (Total)</b>	<b>6,612,918</b>	<b>7,056,920</b>	<b>7,013,843</b>	<b>6,513,843</b>	<b>6,492,536</b>
FS&T Tax Levy	6,497,418	6,491,420	6,548,343	6,348,343	6,327,036
ReEntry GF subsidy	115,500	165,500	165,500	165,500	165,500
Sheriff GF Subsidy	-	400,000	300,000	-	-
<b>EXPENDITURES (Total)</b>	<b>6,534,221</b>	<b>6,431,923</b>	<b>6,637,323</b>	<b>6,146,961</b>	<b>6,600,000</b>
ADAPT/Drug Treatment and Recovery Court*	849,922	1,505,031	1,621,312	1,200,000	1,200,000
1617 Reading Rd (Municipal Court)*	2,598,105	2,212,972	2,485,499	2,300,000	2,300,000
Turning Point	690,310	505,443	228,360	-	-
Municipal Recovery Court	-	-	-	100,000	400,000
MH Treatment Programming Security (Sheriff)	393,695	787,748	798,091	857,097	900,000
ReEntry	432,904	511,617	571,852	715,984	720,000
Veterans Treatment Court	107,827	122,618	162,327	160,000	160,000
Sheriff mental health services	-	-	-	-	-
Sheriff Reentry Administration	281,812	287,297	258,769	280,194	280,000
Municipal Court and Probation Administration	275,289	355,896	358,398	381,501	385,000
Prevention First	40,550	55,095	54,355	50,000	50,000
CASC	566,150	-	-	-	-
Administrative (BoE costs, TLRC Analyst, A&T fees)	297,657	88,206	98,361	102,185	205,000
<b>Ending Carryover</b>	<b>2,974,252</b>	<b>3,599,249</b>	<b>3,975,769</b>	<b>2,595,880</b>	<b>2,488,416</b>
Less Year End Encumbrances**			1,746,771		
Ending Carryover			<b>2,228,998</b>		

\*Talbert House contract billings run at least 2 months in arrears.

\*\*takes into account MHRBS reduction of encumbrances in early 2022 totaling \$1,276,311 due to Turning Point unspent funds