



**Department of Community Corrections
Adult Services Division**

Wyandotte County Correctional & Court Services Bldg.
812 N. 7th Street, Third Floor

Phone: (913) 573-4180

Fax: (913) 573-4181

ADVISORY BOARD MEETING MINUTES

September 24, 2025, 12:00 -1:00 PM

BOARD MEMBERS PRESENT: CHAIRMAN TERESA BURTON, VICE CHAIRMAN DA MITCHELL; CAPT. SHARDALE BROWN; CAPT KATHLEEN YARSULIK; BRITTANY ALVAREZ; MS CHRISTINE SWENSON; MR. ALEXANDER KUMP

COMMUNITY CORRECTIONS STAFF PRESENT: MR. PHILLIP LOCKMAN, FSA RYAN LOCKAMY, MS MAVIS HUTCHINGS

BOARD STARTED AT 12:06 PM

REVIEW OF THE MEETING MINUTES: Reviewed of the meeting minutes from February 26, 2025. Chairman Burton asked if the board has read the minutes, and if there was any questions or changes needed. Capt Shardale Brown motioned for the minutes to be accepted and Capt Kathleen Yarsulik 2nd the motion. All approved. Minutes were accepted by the board (7 approved/ 2 absences).

NEWS INFORMATIONAL/BOARD REQUESTS:

-Approval of End of Year Report (4th Qtr FY 2025) – FSA Lockamy started with the review of the end of year report. Ryan reviewed the agency case plan where the Department developed three goals to accomplish for FY 2025, and this plan was forwarded to the Kansas Department of Corrections.

-1st Goal was -Developing and sustaining staff skills that emphasizes cognitive behavioral strategies and is delivered by well trained staff (by using the Carey Group Brief Case Series) Supervisor Monica Zeigel was trained by KDOC and then she trains the staff in what she has learned. Staff on 9/26/2024 – participate in Module 5 of the Carey Group Briefcase Series. The topic was **Assessing Professional Alliance Skills**. The purpose was to enhance the ability of the staff to establish meaningful relationships with probationers. On 12/19/2024 – Staff Participated in Module 6 of the Carey Group briefcase- Topic was **interpreting and sharing assessment results**. On 1/23/2025 – The Staff participated in Module 7 of the Carey Group Briefcase Series. The module emphasized that **identifying a probationer's driver** is critical for

effective case management. Then on Feb 27, 2025, the staff participate in Module 8 of the Carey Group Briefcase Series -which covered **identifying skill deficits**. Community Corrections was successful at completing this goal in FY 2025. These sessions provided staff with critical evidence-based skills.

-2nd Goal (Target Interventions) In FY2025, all probationers moderate to high in subscales of companions and anti-social cognition will be referred to MRT within 45 days of sentencing. This goal is aimed at targeting are high to moderate risk probationers in subscale companions and anti-social cognition. These are the highest subscales of most of our probationers and our revoked probationers. The staff had challenges meeting the 45-day goal at first, however by the end of the year (4th QTR) the staff improved. By the end of the 4th QTR MRT received 52 referrals, which was an increase of 36% from the 1st QTR. Some of the barriers in meeting this requirement were due to conflicts with the probations work schedules, facing revocation, absconding, or being sent to another jurisdiction for courtesy supervision. Again, staff started to improve by the 4th QTR, which showed commitment to utilizing the program.

- 3rd Goal – (Provide Measurement Feedback) – In FY25, the goal was to monitor the process/practices in place to refer probationers for cognitive programming (MRT). Provide monthly feedback to staff regarding progress and outcomes. We partially met this goal with agency performance heavily impacted by staffing shortage. Even though the core was reviewing the cases which were completed each quarter. The Supervisors successfully auditing all high-risk probationers. The monitoring allowed the supervisors to identify a gap of getting the probationers referred within less than 90 days from sentencing. We had some issues providing feedback because of staffing shortages, maternity leave, vacancies, and military leave. Supervisors and the Administrator during this time had to manage caseloads, which prevented a deeper dive into barriers and limited time to provide consistent feedback to the staff. However, during the feedback process we determined the process was quick and straight forward, when the staff referred the probationer to the provider. Referral was good, however staff needed to follow up to make sure the probationer reported to the provider.

This is the end of the report.

Mr. Lockman mentioned this is also similar to what is required on the Juvenile side. Additionally, he noted that some of the board members may not understand why we need approval on these reports since they are capturing data that is already there. Mr. Lockman stated that the UG Commission also has to approved this report, which will be on the agenda this Oct 2, 2025.

Chairman Burton – asked if there was any feedback once the staff completing the training. FSA Lockamy said “yes”. During the review of the case plans the supervisors noticed that the case plans were in more detail and they were targeting the criminogenic needs of the probationer. The case plan had more detail and did not just have one item on it. Having a good case plan of not just paying off the court costs or a goal of going to drug treatment but focusing on the driving behavior allows the probationer to be more successful on probation. The training for the officers focused on having a specific goal for the driving behavior. Then once you get traction on the behavior and work through changing the behavior then you can concentrate on other parts of the probation.

Mr. Lockman believes since we have been using the Carey Guides the staff sees benefits of this training. It is not mandatory to use these guides, but the staff can see the benefits of using the Carey Guides. It provides more tools to help change the probationers' behaviors not just for now, but in the future.

Chairman Burton – Shortages. FSA Lockamy stated that we were down for a while, however now we have some of our officers back and hired some, which reduced the supervisors case loads and allows them to continue reviewing the case files and providing feedback to the officers. We are only down two personnel, but one is in the highering process.

Mr. Lockman – Just as a note. DOC is realigning funding structure on how they disperse money to community corrections agencies across the state. DOC is coming up with a lot of mathematical formulas a lot of characteristics- case size, severity of caseloads, case filings, poverty, crime rates etc. When it was all said and down, Wyandotte County has some of the lowest case filings in the state, but we have some of the highest crime rates. Looks like we will see a quarter of a million reduction, which will reduce over three years starting in FY 2026. Johnson County will get almost \$900,000 dollars more. Sedgwick county is getting reduction of 2 million. What this means is you are looking at a reduction in staff (at least one per year) over the next three years unless we can find other funding to help cover UAs, drug treatment etc. Since the State of Kansas is already having funding issues and with the cuts in Medicaid etc. I see a reduction and not an increase in funds in the future. We will still need to see in the future.

Chairmen Burton – Are there any issues or any more questions regarding the reports. Can I get a motion for the end of year report. Vice Chairman Mitchell motioned for approval and Mr. Klump second the motion. All approved 7/2 absence.

Chairman Burton – any additional business. None at this time.

Board Adjourned at 12:25 PM.

Signature sheet was sent to Chairman Burton and was returned the same day.

ADDITIONAL COMMENTS- Mr. Lockman stated that we are going to be recipients with local opioids funds. About another \$ 150,000 in drug testing and drug treatment. This will be going to our BHC program and drug court. We will also be receiving money for emergency housing.

RESUMEDNES: None

BOARD MAINTENANCE – Nothing at this time

FUTURE MEETING LOCATION: March 26, 2025, 12:00 -1:00 PM – Via Zoom

Adjournment was at 12:24 PM.