

***Colonial Community Criminal Justice Board
FY 2009 & 2010 Criminal Justice Plan***



***Prepared by
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Criminal Justice Planner***

**Final
June 2008**

Colonial Community Criminal Justice Board

Charles City County - James City County - New Kent County - Poquoson - Williamsburg - York County

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CCCJB Membership

Byron M. Adkins

Gail M. Albert

Charles W. Burgess, Jr.

James H. Burrell, Chair

The Honorable Samuel T. Powell

William J. Poggione, Ph.D.

J.D. Diggs

The Honorable George C. Fairbanks, IV

Thomas A. Gooding

Nancy H. Williams

John Kuplinski, CCCJB Vice Chair

The Honorable Colleen Killilea

S. Overbey

Robin McLaughlin

Jodi Miller

Charles Moss

David Coe

Sherri Bowman

William C. Porter

Robert H. Tyler

Walter Zaremba

Emmett Harmon

Lester Wingrove

Michael Yost

CCCJB Staff

Katie Green, Colonial Community Corrections Administrator

Lisa Judkins, Colonial Community Corrections Administrative Coordinator

Leah Griffith, Criminal Justice Planner

Karen Biedenbach, Secretary

CCCJB Website

www.jccgov.com/resources/communityserv/ccjb/div_cs_ccc_ccjb.html

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Acknowledgements

Special appreciation is extended to members of the Colonial Community Criminal Justice Board (CCCJB) for their dedication as volunteers toward developing this Criminal Justice Plan, which strives to improve criminal justice-related issues in the localities of Charles City County, James City County, New Kent County, Poquoson, Williamsburg, and York County. Without the extraordinary commitment of each and every Board member, the successful completion of this Plan would not have been attained.

Great appreciation is also extended to the many members of each CCCJB committee. These committees include representatives from a wide cross-section of community criminal and human service agencies. Their willing collaboration on the development of strategies and objectives brought the plan together in its' final form, and ultimately will enable the successful attainment of the goals set forth by the CCCJB.

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EXECUTIVE SUMMARY

In 1994, the Virginia General Assembly passed legislation resulting in the creation of local Community Criminal Justice Boards. The original legislation was updated effective October of 2001 in the Code of Virginia Section § 9.1-178. Community criminal justice boards are comprised of key criminal justice and community stakeholders.

Our Board, the Colonial Community Criminal Justice Board (CCCJB), was established in 1995 as a result of the General Assembly's mandate. The CCCJB follows the mandates provided by the Code of Virginia along with the Joint Exercise Of Powers Agreement entered into by all localities. The CCCJB serves the following localities: the City of Poquoson, the City of Williamsburg, Charles City County, James City County, New Kent County, and York County. Representatives from each of these localities occupy the mandated positions on the CCCJB as well as additionally created positions.

The General Assembly mandates that each Community Criminal Justice Board prepare a Criminal Justice Plan as described by the Department of Criminal Justice Services (DCJS). The most recent vacancy of the Criminal Justice Planner position delayed work on the 2009 & 2010 plan until December 2007 with the first draft completion in December 2007.

The following pages include a description of the CCCJB-enabling legislation, the leadership roles of CCCJB members, the CCCJB mission statement, a progress summary of the previous Criminal Justice Plan, strategic goals and objectives for fiscal years 2009-2010, and a work plan.

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Mission Statement

The Colonial Community Criminal Justice Board (CCCJB) mission is:

To enhance and promote the safety and well being of our citizens through effective, efficient administration of criminal and juvenile justice services.

Overall Values of the CCCJB:

- ❖ Collaboration of criminal and juvenile justice services within our community
- ❖ Communication among CCCJB members and our community
- ❖ Conservation and reduction of service duplication

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Community Criminal Justice Boards – Background

Enabling Legislation:

Under Virginia Code §9.1-178, all localities served by local pretrial services and/or community-based probation programs must establish a Community Criminal Justice Board (CCJB). CCJBs, in their role as collaborative forums, increase knowledge of the criminal justice system and related issues to their perspective communities along with acting as conduits to bring grant dollars directly into programs servicing the localities. The CCJBs combine local and regional resources and are legislatively mandated to develop long-term, strategic criminal justice plans for communities. Thus, CCJBs act as a bridge between federal, state and local criminal justice agencies to the communities they serve.

The Colonial Community Criminal Justice Board (CCCJB) consists of 24 appointed members representing the following localities: the Counties of Charles City, James City, New Kent, and York, and the Cities of Williamsburg and Poquoson. The CCCJB follows the mandates provided by the *Code of Virginia* along with the *Joint Exercise Of Powers Agreement* entered into by all localities.

Numerous statutorily mandated responsibilities designated by the General Assembly are placed on CCJBs by the *Code of Virginia* §9.1-180 to include:

- Assist community agencies and organizations in establishing and modifying programs and services for offenders on the basis of an objective assessment of the community's needs and resources
- Develop and amend the Criminal Justice Plan in accordance with guidelines and standards set forth by DCJS
- Advise on the development and operation of local pretrial services and community-based probation programs and services for use by the courts in diverting offenders from local correctional facility placement
- Evaluate and monitor community programs, services, and facilities to determine their impact on offenders
- Review the submission of all criminal justice grants regardless of the source of funding
- Facilitate local involvement and flexibility in responding to the problem of crime in their communities.

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CCCJB Membership:

The CCCJB consists of 24 appointed members representing the following localities: the Counties of Charles City, James City, New Kent, and York, and the Cities of Williamsburg and Poquoson. All CCCJB members have a leadership role requiring them to be knowledgeable of the board's activities. Everyone leads by sharing the accomplishments of the CCCJB with other stakeholders as well as relaying stakeholder input to the CCCJB membership. The continued dedication of every CCCJB member is necessary to make the strategic planning efforts a success.

The CCJB membership is the driving force behind decisions and actions that enable effective change within the criminal justice and human service systems. Constant monitoring and evaluation of systemic policies, procedures and programs contribute to the overall health and safety of members' constituents. Thus, public safety is the overriding goal of any CCJB and the Criminal Justice Strategic Plan they develop.

The *Code of Virginia* §9.1-178 designates a minimum mandatory membership of CCJBs, which include:

- A member from each governing body or a city or county manager, county administrator or executive, or assistant or deputy appointed by the governing body
- A judge of the general district court
- A circuit court judge
- A juvenile and domestic relations district court judge
- A chief magistrate
- One chief of police or the sheriff in a jurisdiction not served by a police department to represent law enforcement
- An attorney for the Commonwealth
- A public defender
- An attorney who is experienced in the defense of criminal matters
- A sheriff or the regional jail administrator
- A local educator
- A community services board administrator

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CCCJB Leadership Roles:

The success of this Board depends on the leadership of its members. Every CCCJB member has a specific leadership role, which includes furtherance of the Criminal Justice Plan. Some roles are specifically detailed by the *Code of Virginia* §9.1-178 and others are less formally delineated but understood through the organizational culture. Such roles are as follows:

CCCJB Chair

The CCCJB Chair has many functions as the leader to include:

- ◆ Serve as the figurehead;
- ◆ Increase communication about the CCCJB among local governing bodies and state legislature;
- ◆ Promote member commitment toward accomplishing goals;
- ◆ Monitor accomplishment status of the CCCJB;
- ◆ Encourage meeting attendance;
- ◆ Encourage dedication of agency resources by members;
- ◆ Assign Sub-committees, Project Committees and their membership; and
- ◆ Facilitate participation at the CCCJB meetings.

CCCJB Vice Chair

The Vice Chair's leadership role is similar to that of the Chair's. The Vice Chair must perform all of the Chair's leadership duties in his/her absence.

Committee Chairs

There are three sub-committees operating under the CCCJB: Juvenile Justice Committee, Special Projects Committee, and HTSAC Committee (formally known as Criminal Justice/Substance Abuse). The leadership role of each Committee Chair includes:

- ◆ Serve as the figurehead for the Committee;
- ◆ Increase communication among the Committee, CCCJB, and other agencies related to the Committee topic;
- ◆ Coordinate the accomplishment of goals related to the Committee;
- ◆ Encourage Committee meeting attendance;
- ◆ Promote participation of Committee members at meetings;
- ◆ Encourage dedication of agency resources by Committee members;
- ◆ Assign goals, strategies, and objectives to individual Committee members; and
- ◆ Monitor accomplishment status of Committee members.

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Colonial Community Criminal Justice Board Retreat:

On June 23, 2003, CCCJB members gathered for a retreat, the purpose of which was to review past board accomplishments, as well as look ahead and begin to plan for the board's future. Board members were asked to compile a list of accomplishments they envisioned for the future. These visions thus became the genesis for the Criminal Justice Plan for Fiscal Years 2005 – 2006 and the years following.

Board members indicated the most interest in pursuing the following:

- Funding advocacy, especially for substance abuse services
- Education of and advocacy with legislative representatives
- Efficient coordination and delivery of system-wide services
- Continued Criminal Justice Planner funding
- Gathering community input on public safety issues requiring board attention and system resources

The feedback obtained during the retreat provided the Board and the Criminal Justice Planner with an outline to follow and expand upon in the months to come. Without the dedication and hard work put forth by the Board, the Criminal Justice Plan would have suffered from lack of structure or vision.

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CCCJB Criminal Justice Service Area

Each year, the Criminal Justice Plan focuses on effective distribution to six Virginia localities: the City of Poquoson, City of Williamsburg, Charles City County, James City County, New Kent County, and York County. According to data retrieved from the April 1, 2000 to July 1, 2006 U.S. Census, the combined areas has an estimated population of 169,404 with a majority residing in the Counties of James City and York.

The estimated demographic breakdown of the localities is as follows: Anglo- 75.63%; Black- 18.82%; Hispanic- 1.65%; Other- 3.9%. The estimated per capita income range is from \$18,483- \$ 29,256. There is a median household income range estimated from \$37,093 - \$ 60,920. According to the data, the estimated statistics for the below poverty measurements are from 4.5% to 18.3% within the localities.¹

This Plan also considers certain criminal justice issues that affect all areas represented by the board. These issues are best discussed in this plan since their impact is felt universally throughout the region; traditionally, these issues have been addressed on the locality level. The key issues addressed through sub-committee forums in the plan include:

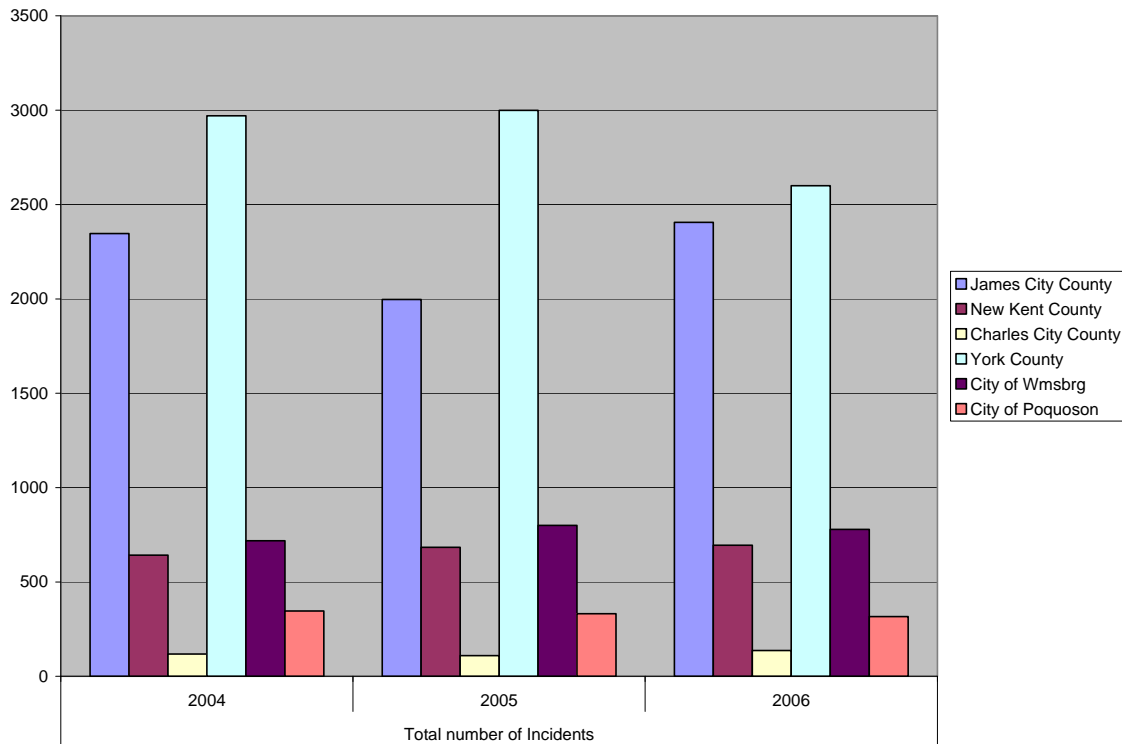
- *Juvenile Justice Sub-committee*
- *HTSAC Sub-committee* (formally known as Criminal Justice/Substance Abuse)
- *Special Projects Sub-committee*

In order to provide as much focus and delineation as possible, the board streamlined the previous goals into four specific areas on which to concentrate. These goals are indicative of the public safety priorities as determined by board members from each of the six localities represented. The Criminal Justice Planner then assigned one goal to each of the sub-committees. These sub-committees encompass both board members and non board members such as school officials, law enforcement officers, human service agents and etc. All of the sub-committee members put much time and effort into the task of defining feasible, straightforward strategies and objectives that are most likely to ensure success in achieving said goals.

¹ United States Census Bureau: April 1, 2000- July 1, 2006
Criminal Justice Plan
Prepared by Leah Griffith, Criminal Justice Planner

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² **Source:** Crime in Virginia, Virginia State Police

In the graph above, over the past three years, the total number of incidents in the CCCJB localities hasn't shown a significance increase. This suggests that the collaborative efforts among the CCCJB and localities are making a positive difference with not only in the number of offenses committed, but also in the overall crime rate. To a certain extent, this decrease can be attributed to the effectiveness of the area's law enforcement efforts. This does not however indicate that current programs can relax or that there is no need for new programs. Local law enforcement agencies must continually maintain their vigil to keep crime in check. Programs that are presently contributing to the lower rate or new programs that will help further decrease the rate must be implemented in order to provide area residents with an acceptable level of police protection. Of particular concern to local officials is that while the overall crime rate has remained relatively constant, the number of juveniles committing offenses is increasing.

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Criminal Justice Plan For Fiscal Year 2009-2010

In December 2007, the Colonial Community Criminal Justice Board and the Criminal Justice Planner began the process of developing a Criminal Justice Plan for Fiscal Years 2009-2010. This task began with an examination of the results and progress from the 2007-2008 Criminal Justice Plan Committees and the CCCJB goals as defined in the previous Criminal Justice Plan.

Criminal Justice Plan FY 2009-2010

PROBLEM AREAS IDENTIFIED:

After a brief discussion of the funding programs available in the area, the CCCJB decided to focus on three key areas from the previous year and this year. Those areas are as follows:

- A. Juvenile Justice Sub-committee
- B. HTSAC Sub-committee
- C. Special Projects Sub-committee

A. JUVENILE JUSTICE AND DELINQUENCY

Like most regions across Virginia, juvenile crime is one of the most alarming concerns of area citizens. After reviewing the problems outlined in last year's plan, the Juvenile Justice Sub-committee concluded that this issue is still a priority community plan issue. This concern is substantiated with the following current alcohol-related data, which can be reflective of other juvenile criminal activity. Specifically, the committee identified the following issues that are having an adverse impact on the area's juvenile crime/delinquency rate:

1. Lack of stable funding to support the necessary programs to reduce juvenile crime and delinquency
2. Huffing and inhalant use
3. Tobacco use
4. Gang activity
5. Lack of healthy respect for self, peers, and authorities
6. Graffiti and vandalism
7. Violence, particularly in-school violence
8. Criminal activity and malicious behavior in general
9. Increased methamphetamine and acid use
10. Increase in truancy and drop out rates
11. Teenage pregnancy
12. Use of weapons
13. Breakdown of the family unit
14. Lack of emotional and financial support for families in crisis

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15. Insufficient resources needed to impose appropriate sanctions on juvenile delinquents as a means of reducing recidivism (ex. secure detention services)
16. Increase in drug and alcohol use and abuse especially underage drinking

Current Projects: *Gang Resistant Education and Training (GREAT)*
School Mediation Actively Reduces Truancy (SMART)

B. HTSAC

The planning committee expressed its concern regarding the use and abuse of both legal and illegal substances. According to the Texas Commission on Alcohol and Drug Abuse (TCADA), the four substances most commonly abused in the area, in order of commitment volumes are, 1) alcohol, 2) amphetamines, 3) crack cocaine, and 4) marijuana. Not only are drugs being transported through and to the area but also in recent years, local law enforcement officials have seen a marked increase in the manufacture of drugs especially in the rural areas of the region.

More specific areas related to drug and alcohol use and abuse include:

1. Unstable funding for alcohol and drug treatment programs
2. The increase in the manufacture and cultivation of illicit drugs
3. Endangered children in an environment where drugs and alcohol are present
4. Babies born addicted
5. The increase in the trafficking of illegal drugs
6. Inadequate resources that are necessary for the prosecution of drug cases such as crime labs, drug treatment programs, and drug awareness programs
7. More enforcement to reduce alcohol, drug and cigarette use by youth
8. Increase in the use of alcohol and drugs especially by juveniles
9. Driving while under the influence
10. Use of date rape drugs and other designer drugs such as Ecstasy
11. Detection and disposal of residual drug paraphernalia
12. Increase in Methamphetamine labs in rural areas

Current Projects: *Sequential Intercept Model*
Therapeutic Graduate Outcome Study of VPRJ
Transition Training for Agency Representatives by Family Justice

C. SPECIAL PROJECTS

This committee focuses on the different areas that with collaborative efforts, positive change can occur such as administrative research, program initiatives and communication and education of public and private sectors.

Current Projects: *Mental Health & Substance Abuse for First Responders Training*
Public Awareness/Community Services Team
Evidence Based Practices
Legislative Breakfast/Lunch and Learns
Community Outreach/Education

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Goals, Strategies and Objectives-FY 2009–2010

The following pages contain, in table form, a clear outline of the newly-defined goals, strategies and objectives as adopted by the CCCJB.

Goal 1: To act as a liaison between the public and criminal justice system, facilitating communication, coordination, and problem solving between the two, and between agencies within the system.

Assigned to: All Sub-committees

Strategy 1.A: Provide the public with accurate information about the CCCJB and the criminal justice system using a variety of formats.

<i>Objectives for Strategy 1.A</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
1.A.1 Members to educate their perspective agencies, BOS and public forums regarding CCCJB	CJ Planner, CCCJB Board Members and committee members	Ongoing	Increased knowledge & understanding of CCCJB Initiatives by the perspective agencies, BOS and etc.	Ongoing via board and committee meetings
1.A.2 Increased information to be maintained on CCCJB website, local public access channels, brochures & etc.	CJ Planner	Ongoing	Updated website New brochure CCCJB Binder creation and distribution	6/08-CCCJB Binder distribution at brd mtg 6/08 latest monthly updates on website

Strategy 1.B: Provide a forum for open communication between member agencies for coordinated problem solving and efficient service delivery with the reduction of service duplication.

<i>Objectives for Strategy 1.A</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
1.A.1 Members to educate each other of their perspective	CJ Planner, CCCJB Board Members and	Ongoing	Increase relations, partnership and support of funding,	Ongoing via board and committee

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agencies, needs, services, changes & etc. at Board meetings	committee members		initiatives and decrease in duplication of services	meetings
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Goal 2: To work in collaboration with the Ninth Judicial District Court Service Unit and other human service related agencies, organizations, and departments to improve services to the public and collaborative efforts among juvenile justice service agencies.

Assigned to: Juvenile Justice Sub-committee

Strategy 2.A: Maintain continuous communication with other key service providers involved in the juvenile justice system.

<i>Objectives for Strategy 2.A</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
2.A.1 Educate, inform and invite community service agencies, youth organizations and service agencies of CCCJB localities	Juvenile Justice Sub-committee members, CJ Planner	Ongoing	Juvenile Justice Sub-committee meeting attendance, participation and membership list; CCCJB minutes	*Feb.& March 2008-Invitations and Commitment Letters sent out *4.3.08-increased attendance, participation & commitment
2.A.2 Build & Maintain collaborative relationships with area agencies	Juvenile Justice Sub-committee members, CJ Planner	Ongoing	Juvenile Justice Sub-committee membership list; CCCJB minutes	constant
2.A.3 Provide a forum for information sharing re: funding opportunities, placements, programs, etc	Juvenile Justice Sub-committee members, CJ Planner	Every other month on the first Thursday beginning month of Feb. 2008 Ongoing	Juvenile Justice Sub-committee minutes; CCCJB minutes	*4.3.08- Rite of Passage Evening Reporting Center Presentation; TCAP, GREAT and Anger Management Open Discussion 6/5-attorney to educate regarding Internet Law

Strategy 2.B: Act as facilitators to identify unmet needs for services provided to children and families within the criminal justice and human services systems.

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<i>Objectives for Strategy 2.B</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
2.B.1 Review stakeholders input on identifying unmet needs for youth.	CJ Planner, Juvenile Justice Sub-committee members	4.3.08 ongoing	Completed list of needs according to stakeholders	*4.3.08- increased attendance of stakeholders w/ needs discussion
2.B.2 Prioritize identified needs.	Sub-committee Chair & members, CJ Planner	8.7.08	Final list of prioritized needs	Focus placed on Restorative Justice
2.B.3 Assist in advocacy and support in efforts to obtain funding and identifying resources for programs to address unmet needs.	Juvenile Justice Sub-committee Chair & members, CJ Planner	Ongoing	Juvenile Justice Committee meeting minutes; CCCJB minutes	6/08 Professional Development proposal submitted to WCHF

Strategy 2.C: Act as an encouraging and supportive body for localities' agencies moving forward with new initiatives, grants, services, events, activities, programs and etc. that provide services to children and families within the criminal justice and human services systems.

<i>Objectives for Strategy 2.C</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
2.C.1 Identify agencies/programs seeking support.	Juvenile Justice Sub-committee chair, members and CJ Planner	Ongoing	List of agencies	
2.C.2 Research & identify new community initiatives	Juvenile Justice Sub-committee chair, members & CJ Planner	Ongoing	Meeting/Program Presenters, Grant applications, new innovative program opportunities and meeting minutes	Ongoing sharing of grant opportunities and presenters

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Strategy 2.D: Increase outreach efforts to educate the community about the CCCJB Juvenile Justice Sub-committee.

<i>Objectives for Strategy 2.D</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
2.D.1 Include expanded description of the Juvenile Justice Committee on CCCJB website.	CJ Planner	February 2008 ongoing	CCCJB website content	Initial Update is done but continually updating with recent meeting minutes, changes and initiatives
2.D.2 Link CCCJB website to other websites serving youth and children.	CJ Planner, Juvenile Justice Sub-committee Chair and members	Ongoing	Successful links, Juvenile Justice Committee meeting minutes	Website-needs additional links to include all localities
2.D.3 Explore training opportunities such as Restorative Justice, Bullying, Mental Health	CJ Planner, Juvenile Justice Sub-committee Chair and members	June 2009	Attendees for conferences with reports back to committee	6/08 2 members attended 6/08- JJ conference- *6/25 3 hour web link Gang Training 7/08 WCHF Grant approval for Restorative Justice

Strategy 2.E: To research and educate localities regarding the proper and legal Human Services/Educational response to Internet Harassment.

<i>Objectives for Strategy 2.E</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
2.E.1 Research current laws of Internet Safety regarding Response Law for Schools, human service agencies	CJ Planner	Ongoing	Info., presenters, level of confidence and understanding of professionals and posted on cccjb website	5.08- confirmed Leo Rogers in presenting legal information at 6.5 JJ meeting
2.E.2 locate and designate presenter	CJ Planner	June 5, 2008 or October 2, 2008	Presenter	5.08- confirmed Leo Rogers in presenting
2.E.3 Organize training for professionals	CJ Planner, Committee members	Feb 2009	Attendance and Surveys of participants	

Goal 3: To collaborate with other agencies and organizations to decrease substance abuse in our communities and enhance the

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quality of substance abuse services and treatment provided to persons involved with the criminal justice system.

Assigned to: HTSAC Sub-committee

Strategy 3.A: Maintain continuous communication with other key substance abuse service providers that interact with criminal justice system clientele. Continue to represent CCCJB at HTSAC Quarterly Project Committee meetings to advocate for persons involved in the criminal justice system.

<i>Objectives for Strategy 3.A</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
3.A.1 Maintain active HTSAC membership	CJ Planner	Nov. 2007	Membership	Done Nov. 2007
3.A.2 Represent the CCCJB at Quarterly HTSAC meetings	CJ Planner	Quarterly as scheduled	Meeting minutes	ongoing
3.A.3 Assist with finding programs to expand community education and services for prevention, intervention and recovery for the youth	HTSAC Sub-Committee members and CJ Planner	Ongoing	Sub-Committee minutes, youth group functions from HTSAC	Ongoing by constant collaboration and sharing of information

Strategy 3.B: Examine the needs of the Therapeutic Community (TC) in the Virginia Peninsula Regional Jail (VPRJ) with completing an Outcome Study.

<i>Objectives for Strategy 3.B</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
3.B.1 Continue to have TC inmates sign confidential release form.	CSB Rep.-Cindy Levy	Ongoing	Continued signing of release form	ongoing
3.B.2. Meeting to create letter to VPRJ to move forward with outcome data collection	CSB Rep- Cindy Levy CJP	Dec. 18, 2007	Letter, delivered and approval given by John K. VPRJ Administrator	Mid Jan.2008- letter delivered and J. K. gave authorization to move forward on Jan.31, 2008

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<i>Objectives for Strategy 3.B</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
3. B 3. HTSAC to secure funding to support administrative cost of \$500	CSB- Cindy Levy, CJ Planner and HTSAC	April 2008	HTSAC Committee review and acceptance March/April 2008	Mid Feb. 2008 CSB and CJ Planner made formal request of continued HTSAC support May 2008 made additional request of \$700 total funds with addressing HTSAC questions
3.B.4 Creation of an outcome measurement instrument with review of existing applied surveys- with survey strategy defined	CSB- Cindy Levy and CJP	April 2008 moved to July 2008	Accepted outcome measurement instrument and survey	2/2008-1 st rough draft completed and disbursed for comments to researchers 3/2008- 2 nd rough draft completed, survey strategy defined and additional inmate info is being collected 5/2008 Ordered validated Quality of Life Assessment and awaiting approval from CSB Review Team
3.B.5 Outcome survey to begin	CSB- Cindy Levy, CJP and CCCJB Intern	May 2008 moved to July 2008	Letters, surveys and phone calls- data collection	5.08 preliminary data analyzed with other ave. being researched
3.B.6 Develop Outcome report with collected data and present to CCCJB, HTSAC and VPRJ	CSB- Cindy Levy, CCCJB Intern and CJ Planner	Dec. 31, 2008/ January 2009	CJ/HTSAC Committee minutes	
3.B.7 Strategize on meeting program needs	VPRJ, CSB, CCCJB and CJ Planner	March 2009	Strategic planning	

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Strategy 3.C: Address the issue of transitional services for inmates with substance abuse problems leaving VPRJ or Merrimac and entering DJJ, CCC and/or District 34 Probation and Parole for probation/parole supervision.

<i>Objectives for Strategy 3.C</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
3.C.1 Assist with education and increasing of SA inventory & relationship building between community resources, Merrimac and VPRJ	CJ Planner and committee members	Ongoing	Up to date resource manual and increased information on outpatient trtmnt given to all components	Updating community resource manual and continuing the community education piece
3.C.2 Support Transition Training for Po's sponsored by HTSAC & Family Justice Program	HTSAC Committee members, CJP	March 6, 2008	Attendance evaluation	Training was provided on 3.6 and post survey issued- no data provided yet
3.C.3 Provide training/material regarding programs for inmates transitional to CCC, Dist.34. & DJJ	HTSAC, CJP and committee members	ongoing	Information sharing regarding grants, programs, training etc.	6/08-educating community regarding PAPIS with request of donated items
3.C.4 Develop future strategies to reduce existing needs of VPRJ inmates & Merrimac juveniles	John Kuplinski, Janet Weaver, CJP & all pertinent agencies	On-going	Outcomes plan to be developed	

Strategy 3.D: Research, examine, determine and formalize plan regarding the Sequential Intercept Model regarding mental health, substance abuse or co-occurring disorders following the Governor's Executive Order 62 and the Governor's Conference for Mental Health Transformation for CCCJB localities.

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<i>Objectives for Strategy 3.D</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
3.D.1 Plan Mental Health and Substance Abuse Education for First Responders Training planned,	Locality Law Enforcement Officers (LEO) Henrico and Colonial CSB CJ Planner	October 3, 2008, November 12-14, 2008 and March 2009	Minutes from strategic planning meetings	02/08, 04/08 & 5/08 planning meetings held with curriculum outlined and detailed *location, dates and presenters secured
3.D.2 Obtain accreditation for Mental Health and Substance Abuse Education for First Responders Training accredited	CJ Planner & Presenters	January 2008 November 2008	Correspondence, accreditation documents	12/07- accreditation recertified for LEO with change in CEU's for LEO in 7/08. July 08 applied for approved provider status for training led by Tim Web in Oct. 08 & March 09 for professionals.
3.D.3 Secure funding from Williamsburg Community Health Foundation (WCHF) for Mental Health and Substance Abuse Education for First Responders Training funding source/grant	CJ Planner Henrico and Colonial CSB Stakeholders	April 1, 2008 And June 6, 2008	Correspondence to and from WCHF, grant application, other grant documents	Final Report submitted in 4/08, Letter of Intent submitted in 4/08, approval of roll over funds in 5/08, full proposal being submitted on 6/5/08 with 5 letters of commitment being delivered to WCHF on 6/5/08 6/08 rollover approved
3.D.4. Implement Mental Health and Substance Abuse Education for First Responders Training based on participants' evaluations	CJ Planner Presenters And Planning Committee	October 2008-March 2009	Completed surveys, curriculum documents, training curriculum posted on the CCCJB website and the Police Academy Website	5/08 surveys reviewed by committee
3. D 5. Attend Governor's Mental Health Consortium for Executive Order 62: Mental Health and Criminal Justice Transformation	Katie Green, Nate Green, John Kuplinski, Judge Killilea, Fred Mitchell, Kathy Ricci, Eastern State Hospital, CJ	Ongoing	Attendance, participation and planning strategy	*initial planning team created regarding systems mapping/sequential intercept model

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	Planner			
3.D.6 Organize planning meetings for committee to create sequential intercept models for localities with further review	Katie Green, Nate Green, John Kuplinski, Judge Killilea, Fred Mitchell, Kathy Ricci, Eastern State Hospital, CJ Planner	Initial communication to occur by July 31, 2008, future meeting dates TBD	Successful contact, dates determined and education of initiative	6/2/08- Judge Killilea presented to CCCJB regarding Executive Order 62 and conference with the board adopting in Plan
3.D.7. Develop program/intercept for implementation and evaluation	Katie Green, Nate Green, John Kuplinski, Judge Killilea, Fred Mitchell, Kathy Ricci, Eastern State Hospital, CJ Planner	June 2009	Minutes from planning meetings	
3.D.8. Research funding/sustainability opportunities	Above named stakeholders	ongoing		*WCHF for First Responders Training initiative

Goal 4: To increase communication and advocacy with funding sources, program development and regional legislative group, and act as a liaison between state and local funding sources and end users.

Assigned to: Special Projects Committee

Strategy 4.A: Increase communication and education of incumbents and candidates in CCCJB localities, as well as local governing boards and councils.

<i>Objectives for Strategy 4.A</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
4.A.1 Utilization of CCCJB member positions within their locality and relationship with	CCCJB members- BOS and Chair	Ongoing	CCCJB minutes; Sub-committee growth;	Educating all CCCJB members of responsibilities to educate localities/agencies that

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legislators and local commerce and community to educate them on behalf of the CCCJB.				they represent
4.A.2 Organize and lead Lunch and Learns or Legislative Breakfasts on CCCJB's initiatives to educate the judicial system, attorneys, government officials and etc.	CJ Planner; CCCJB members	Ongoing	CCCJB minutes	3.3.08- EBP Lunch and Learn for Attorneys
4. A.3 Update CCCJB Website regarding initiatives, programs, funding and etc.	CJ Planner	Ongoing	CCCJB Website	Initial Update is done- updating with recent meeting minutes, changes and initiatives

Strategy 4.B: Seek stable, adequate funding for CCCJB staff.

<i>Objectives for Strategy 4.B</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
4.B.1 Work to ensure Criminal Justice Planner position becomes imbedded in local budgets so funding is continuous.	CCCJB members	Ongoing	Budget acceptance in all localities	November 2007
4.B.2 Document in-kind contributions of CCCJB member agencies to present to localities.	CCCJB members; CJ Planner	Ongoing	Database and summary statistics	ongoing
4.B.3 Maintain database and prepare report of in-kind donations.	CJ Planner	Ongoing	Database; Annual Report; CCCJB minutes	Year 2007 submitted to JCC HR in March 2008

Strategy 4.C: Act as an advocate for the needs of CCCJB member agencies.

<i>Objectives for Strategy 4.C</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
4. C.1. Increase attendance of board members to establish	All Parties	Ongoing	Increased attendance	ongoing

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locality needs				
4.C.2 Continue to encourage member agencies to communicate their needs and activities at CCCJB and committee meetings.	CCCJB Chair; CCCJB members; CJ Planner	Ongoing	CCCJB minutes	Meeting with cccjb members on a 1-1 basis-ongoing
4.C.3 Identify feasible actions, projects and/or programs that will fulfill member agencies' needs.	CCCJB members; CJ Planner	Ongoing	CCCJB minutes	
4.C.4 Research & apply for funding to support initiatives that meet agencies' needs.	Identified agency; CJ Planner; CCCJB members	Ongoing	CCCJB minutes; grant proposals written; grant awards received	WCHF final report, LOI and proposal for 1 st Responders WCHF Professional Dev. Grant submission for JJSC to attend Restorative Justice Conference in Oct. 08
4.C.5 Implement and monitor criminal justice initiatives	Designated agencies or initiatives	Ongoing	Implementation of plans; project proposals & reports; evaluations/ reports; CCCJB minutes	Collected incentives for Dist. 34 and CCC to use for EBP

Strategy 4.D: Increase community outreach and education of community issues while increasing positive relationships between Criminal Justice Service Personnel, Human Service Agencies, Government entities and the community at large.

<i>Objectives for Strategy 4.D</i>	<i>Responsible Parties</i>	<i>Proposed Date of Completion</i>	<i>Measurement</i>	<i>Status/Date</i>
4. D.1. Educate local merchants on EBP by attending Rotary Meetings in each locality (1 every other month to begin July 2008)	Dist. 34, Lester Wingrove; CCC, Katie Green and CJ Planner	July 2009	Increased community awareness, participation and incentives	ongoing
4.D.2 Plan outreach events with all	CCCJB members; CJ Planner and	Spring 2009	Events	Researching funding

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agencies, locality participation, education of services and clientele	collaborative government agencies and human service agencies/services			possibilities
4.D3. Ensure that the CCCJB website is up to date	CJ Planner	Ongoing	CCCJB website	5.08-continual

Work Plan

Strategy	Planned		Actual		Documentation
	<i>Begin</i>	<i>End</i>	<i>Begin</i>	<i>End</i>	
Goal 1 To act as a liaison between the public and criminal justice system, facilitating communication, coordination, and problem solving between the two, and between agencies within the system		ongoing	11/07		- Website - CCCJB Minutes - CCCJB Written Materials
Goal 2 To work in collaboration with the		Ongoing	01/08		- Sub-committee meeting

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Strategy	Planned		Actual		Documentation
	<i>Begin</i>	<i>End</i>	<i>Begin</i>	<i>End</i>	
Ninth Judicial District Court Service Unit and other human service-related agencies, organizations, and departments to improve services to the public and collaborative efforts among juvenile justice service agencies					attendance and participation -Needs assessment - Website content - CCCJB minutes
Goal 3 To collaborate with other agencies and organizations to foster decreased substance abuse in our communities and enhance the quality of substance abuse services and treatment provided to persons involved with the criminal justice system.		Ongoing	01/08		- Outcome study of VPRJ TC Program - Community Resource Manual - CCCJB minutes
Goal 4 To increase communication and advocacy with funding sources and regional legislative group, and act as a liaison between state and local funding sources and end users.		Ongoing	03/08		- Lunch& Learns, Legislative packet - Rotary Meetings & community ed. - In-kind log database statistics - CCCJB minutes