RESOLUTION APPROVING JUSTICE SYSTEM ASSESSMENT SCOPE OF WORK WITH MJ MARTIN, INC.

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6), the County has the power to do all acts in relation to the concerns of the county necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103, the powers of the County as a body are exercised by the County Board; and,

WHEREAS, professional services have been proposed by MJ Marin, Inc. for a Justice System Assessment, a copy of which is attached hereto; and,

WHEREAS, the proposed services are in the best interests of the citizens of Sarpy County.

NOW, THEREFORE, BE IT RESOLVED BY THE SARPY COUNTY BOARD OF COMMISSIONERS THAT this Board hereby approves professional services with MJ Martin, Inc. for a Justice System Assessment, a copy of which is attached hereto, and any other related documents, the same being approved by the Board.

BE IT FURTHER RESOLVED the Chairman of this Board together with the County Clerk are hereby authorized to execute on behalf of this Board, documents related to the professional services of the Justice System Assessment with MJ Martin, Inc., a copy of which is attached hereto, and any other related documents, the same being approved by the Board.

The above and foregoing Resolution was duly approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on this 12th day of December, 2016.

Chairman, Sarpy County Board

ATTEST:
Sarpy County Clerk
Memo

To: Sarpy County Board

From: Brian Hanson

Re: Justice System Assessment

In April, 2016, Sarpy County contracted with MJ Martin, Inc, to perform a jail needs assessment. That assessment addressed areas such as the special needs of prisoners, capacity forecasts, space needs, budget concerns, etc., but it did not include an assessment of the criminal justice system to analyze how individuals end up in our County Jail.

At the County's request, Mark Martin has proposed the attached Justice System Assessment that will take a detailed look at how each offender flows through the criminal justice system and each decision point in the process. The objective will be to determine if there are efficiencies that can be achieved or alternatives that can be utilized to minimize the number of offenders being incarcerated.

The Jail Task Force has reviewed the proposed scope of work and recommends approval. The cost will be $19,895 and will take about 10 weeks to complete.

Please let me know if you have any questions.

Yours Truly,

Brian Hanson, Fiscal Administrator

BEH/mg

cc: Mark Wayne
    Scott Bovick
    Debra Houghtaling
    Mike Jones
    Dan Shukis
    Brian Richards
Sarpy County Justice System Assessment Proposal
MJ Martin, Inc.
December 7, 2016

Proposed Project Approach

MJM will meet with designated officials to review the project scope, work plan, schedule, and anticipated work products. Based upon the discussion, MJM will modify the work plan as necessary to ensure that it fully meets the needs of Sarpy County. The project approach will include completion of the following tasks:

I. **Map the System.** MJM will create a visual depiction and description of how offenders flow through the criminal justice system and of each decision point in the process.

   Work Plan:
   - Research each decision point in the criminal justice system to identify the decisionmakers and determine who has influence on the decisions that are made at each point.
   - Consult with other practitioners and policymakers to gain a greater understanding of the informal decisionmaking process.

II. **Document and Assess Current Policy and Practice.** MJM will prepare a narrative description of the policies, procedures, and protocols of each of the agencies that impact the criminal justice system.

   Work Plan:
   - Make a list of all the agencies and statutes that guide sentencing policy and the use of sanction and compile written documents from each.
   - Gather information on all policies (both minor and major) that impact the system.
   - Review and assess the policies.
   - Observe similarities and differences between agency goals and priorities, policies and procedures, guidance about use of sanctions.

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1 Justice system case flow is basically a series of stages or decision points that occur as the case of a person accused of a crime moves from arrest through final disposition. Policies and practices can be modified at each stage to achieve optimal use of adult and juvenile detention and correctional facilities and other alternative programs available to the system. The decision points include: 1. Decision to arrest; 2. Decision to detain; 3. Decision to release from pre-trial detention; 4. Decision to prosecute; 5. Decision to adjudicate an outcome; 6. Decision to sentence; and 6. Decision to modify a sentence.
III. Collect and Analyze Information on the Offender Population. MJM will conduct statistical analyses, collect quantitative information, and develop profiles of the offender population. Population analyses may include trend analyses, recidivism studies, population studies.

Work Plan:

- Determine the kinds of information desired about the offender population.
- Develop a data collection instrument and/or list of variables to be collected.
- Determine a strategy for collecting and analyzing the data, including assessing resources required. (For example, a pipeline or flow-based analysis looks at how many people were arrested during a given period and then what happened to them as they move through the case process.)

IV. Identify Sanctions, Services, and Programs. MJM will develop a description or summary of the corrections sanctions, services, and programs that are available to the justice system.

Work Plan:

- Identify all of the sanctions available to respond to criminal offenses.
- Determine what is known about each sanction and develop a strategy for compiling this information.
- Assess the range of sanctions to identify gaps, to determine the per diem costs of each program, and to determine if there is a set of principles underlying the use of sanctions.
- Develop a guide for decisionmakers about each response that is available and for what kinds of offenses, or update an existing one.

V. Identify Community Resources. MJM will prepare a summary of the resources available in the community that can support the effective functioning of the justice system.

Work Plan:

- Make a list of all the human service agencies, businesses, charities, civic organizations, faith organizations, community leaders, and others that might have an interest in criminal justice.
- Conduct a community survey or hold focus groups to learn more about the ways the community is interested in participating in criminal justice and the resources that exist in the community.

VI. Prepare and Deliver an Assessment Summary Report. MJM will prepare and deliver a final report:
Work Plan:

- Develop a final report that includes:
  - A map that reflects how cases are processed in the system;
  - A summary of the policies and practices of each of the criminal justice agencies in the jurisdiction;
  - A description of what is known about the offender population in the jurisdiction;
  - A summary narrative that identifies and describes the current resources available to sanction offenders and provides them with needed supports and services; and
  - Policy and program recommendations for improving the functioning of the Sarpy County Justice System.

Project Milestones and Estimated Timeline

<table>
<thead>
<tr>
<th>Project Milestones and Schedule</th>
<th>Month 1</th>
<th>Month 2</th>
<th>Month 3</th>
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</thead>
<tbody>
<tr>
<td>Task 1. Map the System</td>
<td>✔️</td>
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<tr>
<td>Task 2. Document and Assess Current Policy and Practice</td>
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<td>Task 3. Collect and Analyze Information on the Offender Population</td>
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<td>Task 4. Identify Sanctions, Services, and Programs</td>
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<td>Task 5. Identify Community Resources</td>
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<tr>
<td>Task 6. Prepare and Deliver an Assessment Summary Report</td>
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Project Budget

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<th>Task</th>
<th>Hours</th>
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<td>1. Map the System</td>
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<tr>
<td>2. Document and Assess Current Policy and Practice</td>
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<tr>
<td>3. Collect and Analyze Information on the Offender Population</td>
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<td>4. Identify Sanctions, Services, and Programs</td>
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<td>5. Identify Community Resources</td>
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<tr>
<td>6. Prepare and Deliver an Assessment Summary Report</td>
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</tbody>
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Total Hours: 208

Total Fee: $18,720

Expenses

- Mileage (500 miles @ $0.50) $250
- Report Production/Office Expense $500

Total Expense $1,750

Total Fees and Expenses $19,895