

Phase III Pre-Trial Workplan (Pre-Trial Release Decision Point)	
Harm Reduction Goal #1:	Increase victim and public safety by reducing pre-trial misconduct and increasing court appearance rates, by making informed release decision and providing effective conditions of release for individuals who can be managed safely in the community.

Objective 1:		Inform the release decision by the use of the Virginia Pre-Trial Risk Assessment Tool.				
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Develop agency level logic models for those agencies affected by action steps listed below.	9/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	NIC Guidance	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Develop case level logic model for selected harm reduction activities.	9/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	NIC Guidance	State Judicial Department Yamhill County Sheriff's Office
Action Step 3:	Determine baseline data regarding failure to appear rates and pre-trial misconduct rates.	8/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 4:	Select pre-trial assessment.	Completed	Judge Collins	Jim Vanarsdel Ron Huber Jason Mosiman	Staff time	Yamhill County Sheriff's Office
Action Step 5:	Create Pre-Trial Release Report	8/15/11	Judge Collins	Jim Vanarsdel Ron Huber Jason Mosiman	Staff time Possibly funds for trainer	State Judicial Department Yamhill County Sheriff's Office District Attorney's Office Defense Bar
Action Step 6:	Select trainer and train all pre-trial, defense, District Attorney and Court staff on the pre-trial risk assessment tool and the Release Report.	9/1/11	Judge Collins	Jim Vanarsdel Ron Huber Jason Mosiman	Certified Trainer Staff time Possibly funds for trainer	State Judicial Department Yamhill County Sheriff's Office District Attorney's Office Defense Bar
Action Step 7:	Begin using the Virginia Pre-trial Risk Assessment Tool, to be completed by the	10/1/11	Judge Collins	Jim Vanarsdel Ron Huber Jason Mosiman	Utilization of existing Scoring Guide	Yamhill County Sheriff's Office

	pre-trial release assistance officer.					
Action Step 8:	Provide information and recommendation to the prosecution and defense in a timely manner, prior to arraignment.	10/1/11	Jim Vanarsdel	Ron Huber Jason Mosiman	N/A	State Judicial Department Yamhill County Sheriff's Office District Attorney's Office Defense Bar
Action Step 9:	Continue to collect data and analyze to determine progress toward individual objectives.	6/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 10:	Develop an automated pre-trial release recommendation report.	6/1/12	Judge Collins	Jim Vanarsdel Phil McCollister	Existing data system Staff time	State Judicial Department
Action Step 11:	Locally validate the Virginia Pre-Trial Risk Assessment Tool.	9/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Technical Assistance Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Time constraints between arrest and arraignment. Limited staff availability. Lack of an automated data collection system. Limited access to automated data. Insufficient information on assessment tool scoring guidelines.					
Strategies to Address Barriers:	Use of interns and student to assist with workload. Workload distribution within Sheriff's Office. Work schedule modifications. Use of a local data analyst.					

Objective 2:	Increase effectiveness of conditions of pre-trial release by aligning conditions with assessed risk level, criminogenic needs, and public and victim safety.					
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Develop a pre-trial release condition policy and procedure to align potential conditions with risk/need factors and public safety.	10/1/11	Judge Collins	Jim Vanarsdel Ron Huber Jason Mosiman	Staff time	State Judicial Department Yamhill County Sheriff's Office Yamhill County District Attorney's Office Defense Bar
Action Step 2:	Train all appropriate parties (including jail	12/1/11	Judge Collins	Jim Vanarsdel	Staff time	State Judicial Department

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	and enforcement staff) regarding new policies and procedures.			Ron Huber Jason Mosiman Brad Berry Carol Fredrick		Yamhill County Sheriff's Office Yamhill County District Attorney's Office Defense Bar
Action Step 3:	Develop data collection plan and monitor progress towards goals.	3/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Legal restrictions regarding what conditions can be mandated pre-conviction, e.g. treatment.					
Strategies to Address Barriers:	Review research and current law to determine what is appropriate and allowable. Alignment of pre-trial conditions with eventual sentence requirements.					

Objective 3: Implement jail release criteria and policies and procedures.						
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Make necessary revisions to current policies and procedures to the context of risk/need factors (vs. crime category) and public safety concerns.	1/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Train jail staff on new policies and procedures.	3/1/12	Ron Huber	Jason Mosiman	Staff time	Yamhill County Sheriff's Office
Action Step 3:	Implement new policies and procedures at the jail.	4/1/12	Ron Huber	Jason Mosiman	Staff time	Yamhill County Sheriff's Office
Potential Barriers:	Availability of staff time to revise policies and procedures and to conduct training. Staff concern of liability and public scrutiny regarding release decisions.					
Strategies to Address Barriers:	Use of students and interns to assist with workload. Possible modification of work schedules and workload distribution among staff.					

Objective 4: Implement "Second Look" process to re-assess and investigate options for individuals who were initially detained at arraignment.						
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination

Action Step 1:	Determine baseline data regarding failure to appear rates and pre-trial misconduct rates.	8/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Create a process so that within 3 days after arraignment, re-evaluate and investigate alternative options for release.	11/1/11	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 3:	When a viable release plan has been identified, a further release hearing will be scheduled by the Court.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 4:	Refine process for Court to collect data and analyze to determine progress toward individual objectives.	6/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Availability of staff time to complete above action steps.					
Strategies to Address Barriers:	Use of students and interns to assist with workload.. Possible modification of work schedules and workload distribution among staff.					

Objective 5:		Implement a court date reminder process.				
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Determine baseline data regarding failure to appear rates and pre-trial misconduct rates.	8/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Develop process to collect accurate and alternate defendant contact information.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 3:	Within 3 days after arraignment, re-evaluate and investigate alternative options	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office

	for release.					
Action Step 4:	Evaluate Multnomah County "Court Automated Notification System" (CANS) program and other available options, e.g. postcards and telephonic reminders (including automated systems).	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 5:	Determine role of defense counsel in the court notification process.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber Carol Fredrick	Staff time	State Judicial Department Yamhill County Sheriff's Office Defense Bar
Action Step 6:	Refine process for Court to collect data and analyze to determine progress toward individual objectives.	6/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Availability of staff time. Direct costs.					
Strategies to Address Barriers:	Explore use of technology and creative methods of notification. Use of students and interns to assist with workload.. Possible modification of work schedules and workload distribution among staff.					

Objective 6:		Implement a Pre-Trial Supervision Program.				
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Determine baseline data regarding failure to appear rates and pre-trial misconduct rates.	8/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Explore supervision programs in other jurisdictions.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 3:	Identify appropriate eligibility criteria for pre-trial supervision.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 4:	Identify resources	1/1/12	Judge	Jim Vanarsdel	Staff time	State Judicial

	for supervision and accountability of released defendants.		Collins	Jason Mosiman Ron Huber		Department Yamhill County Sheriff's Office
Action Step 5:	Determine range of appropriate and enforceable conditions of supervised release.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber	Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 6:	Refine process to collect data and analyze to determine progress toward individual objectives.	6/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Availability of staff time.					
Strategies to Address Barriers:	Coordination with Sheriff's Office, Community Corrections and other agencies to distribute workload. Use of technology to augment pre-trial supervision.					

Harm Reduction Goal #2:	Reduce harm to defendants and family due to unnecessary pre-trial detention of individuals who can be safely managed in the community.
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Objective 1:	Identify pro-social support and programming that is impaired by incarceration.					
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Identify available programs that can be mandated to reduce and manage risk .	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber Carol Fredrick	Staff time	State Judicial Department Yamhill County Sheriff's Office Defense bar
Action Step 2:	Develop an array of optional programming available to pre-trial defendants.	1/1/12	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber Carol Fredrick	Staff time	State Judicial Department Yamhill County Sheriff's Office Defense bar
Potential Barriers:	Staff time. Staff's comfort with the status quo. Ability to quantify.					
Strategies to Address Barriers:	Utilize National Council of Chief Defenders, Pre-Trial Justice Institute and other available data and research to help identify ideas, programs and services to help manage and reduce pre-trial risk.					

Harm Reduction Goal #3:	Improve efficient use of justice system fiscal costs by reducing unnecessary detention, pre-trial misconduct and failures to appear rates.
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Objective 1:		Identify and develop strategies to use resources efficiently and to reduce costs.				
		Date of Completion	Lead Person	Others Responsible	Resource Needs	Partner Coordination
Action Step 1:	Determine baseline data regarding failure to appear rates and pre-trial misconduct rates.	11/1/11	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Action Step 2:	Identify costs of jail, pre-trial release supervision, warrant service, victimization costs, and other criminal justice system costs.	11/1/11	Judge Collins	Jim Vanarsdel Jason Mosiman Ron Huber Carol Fredrick	Staff time	State Judicial Department Yamhill County Sheriff's Office Defense bar
Action Step 3:	Refine process to collect data and analyze to determine progress toward individual objectives.	3/1/12	Judge Collins	Jim Vanarsdel Phil McCollister Ron Huber Jason Mosiman	Information Services Staff time	State Judicial Department Yamhill County Sheriff's Office
Potential Barriers:	Staff time.					
Strategies to Address Barriers:	Use of students and interns to assist with workload.. Possible modification of work schedules and workload distribution among staff to assist with overall workload increase.					