

# Correctional Treatment Board



## MINUTES April 19, 2022

**Members in Attendance:** Joe Thome, Jenny Wood, Jaime FitzSimons, and Glenn Tapia.  
**Guests in Attendance:** Liz Craig, Hoai Vu, and Melissa Dominguez.

### Board Co-Chair

Glenn Tapia, Director  
Division of Probation Services  
State Court Administrator's Office

### Board Co-Chair

Jaime FitzSimons, Sheriff  
Summit County Sheriff's Office

### Board Members

Jenny Wood, Director  
Criminal Justice Services  
Division of Community Behavioral Health  
Department of Human Services

James Karbach, State Public Defender  
State Public Defender's Office

Joe Thome, Director  
Division of Criminal Justice  
Department of Public Safety

Heather Salazar, Associate Director  
Division of Adult Parole,  
Department of Corrections

Beth McCann, District Attorney  
Colorado District Attorney's Council

### Board Coordinator

Michelle Staley  
Division of Probation Services  
Colorado Judicial Branch

### **Administration:**

- February meeting minutes were approved. No objections.

### **Budget Update:**

- The budget spreadsheet was reviewed for year-to-date spending. No questions or issues were raised.
- It appears that the CTB will receive the \$1.25 million reinstatement in FY23 that was requested. Awaiting Governor's signature on the Judicial long bill.

### **Local Board Projects:**

- The application announcements went out on February 28, 2022 and will be due May 31, 2022.
- July 19, 2022 will be an all-day Board meeting for the Local Board application interviews. The meeting will be held at Ralph Carr on the 2<sup>nd</sup> floor-Colorado Room.
- Judicial is moving to an electronic grant management system Amplifund. The Board is in support of participating in this grant management system for the Local Board Project applications. As of now, there are no administrative costs, however, there could potentially be some implementation fees. Michelle will provide updates as received from the Judicial finance department.
- A request was submitted by the 18<sup>th</sup> JD for an additional \$10,000 for the current fiscal year for the Navigator Program. The Board approved

### **Revision to the Annual State Funding Applications-Data Compliance:**

- The Board members approved the addition of the data reporting information to the decision item template for the annual State Agency Funding Request.

### **Research Project to Study Treatment Outcomes**

- **Qualitative Study RFP Scope of Work Draft**
  - Hoai Vu from Judicial Procurement Department was present and share the solicitation process with the Board members, so they are aware of the timeline and expectations of the evaluation side of the solicitation.
  - The Board members were in support of the timeline shared that has the solicitation posting at the beginning of May.
  - The Board also wanted to hold a pre-bid conference. This will likely be held at the May CTB meeting.
  - Michelle provided a scope of work draft and evaluation criteria draft for the Board's review. The Board members would like additional time to share any feedback or edits. Members will have their edits and feedback to Michelle by April 26, 2022.

### **Next Meetings:**

Tuesday, May 17, 2022  
Tuesday, June 21, 2022  
Tuesday, July 19, 2022-All Day Meeting

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