

“Welcome to the Wood Pilot Project.”

The Wood Pilot Project (Project) is a problem-solving court like “drug court” named after the Idaho State Representative JoAn Wood.

JoAn Wood initiated the movement to start the Project in order to give convicted offenders the opportunity to receive treatment near their families in their local communities.

The Wood Pilot Project (Project) is an intensely structured program that promotes recovery and self sufficiency. This program is phase based, requiring the participant to successfully complete 4 phases of the program. All phases are completed by developing competencies that promote recovery and self-sufficiency.

The Project integrates treatment for mental health, substance use and criminogenic risks; using manualized, evidence based models to treat individual needs. There is an emphasis on employment, education and other productive activities.

Intense supervision is a part of the Project and requires daily call-ins and frequent and random substance use testing which is directly observed by program staff.

The participant is required to attend all assigned treatment activities, comply with supervision, and attend status hearings on a regular basis with the presiding Judge. Participants will also pay a monthly Problem Solving Court fee in addition to their court fines and cost of supervision.

The Project is designed to provide treatment and other necessary services to the participant whether they are incarcerated or living independently in the community with their families or other supports.

Status Hearings- Status hearings will be held on the 1st, 2nd and 4th Tuesday of each month at the Bonneville County Court House at 4:00 pm. These Hearings are mandatory and may reduce in frequency as the participant advances in the Project.

- In addition to the two scheduled status hearings there will be a brief hearing on the 3rd Thursdays of the month for participants requiring a sanction for a rule broken.

Probation Officer- Probation Supervision will be provided by the Idaho Department of Corrections Felony Probation Office for both misdemeanor and felony participants.

Wood Pilot Project Judge- Judge Jon Shindurling will be the Judge overseeing the Wood Pilot Project.

Natural Helper / Sponsor- This is a person in the community who the participant recruits to help him/her to obtain the qualities necessary to live a life abstinent from substance use or criminal behaviors. This person may be a Sponsor from the 12 step community or any other type of volunteer willing to work with the Project Team. This person will be approved of by the Project Team and will be required to have sufficient abstinence (2 years) from drugs and alcohol. The Natural Helper must also be willing to communicate regularly with the Project Team. (See attachment A)

Community Partners- The Project will continuously develop partnerships with agencies and services in the community to help provide all the opportunities necessary to facilitate your ability to obtain a lifestyle free from use of substance use and criminal behaviors.

Program Fees- All Wood Pilot Project participants are required to pay a program fee of \$65.00 per month in addition to the Cost of Supervision fee. Full payment of fees must be satisfied prior to advancing in phase unless waived by the Wood Pilot Project Judge.

All Participants will pay \$65 Project fee to the Project (make money order payable to Bonneville County Wood Pilot Project) and \$50 Cost Of Supervision fee to IDOC.

Family- The family unit should be a significant support in the participant's recovery throughout the Project. The needs of family members will be identified and addressed and cooperation from family members is expected. Family members or significant others will be expected to attend the Matrix Family groups with the participant.

Employment- Low wages are very common among many of those involved in the criminal justice system. Often times criminal and substance use behaviors may be driven by an individual's inability to meet their basic needs through legitimate activities. The Project intends on identifying those participant's who lack the skills or education necessary to make a "Living Wage". Throughout the Project you will be given assignments and opportunities to develop the skills necessary to earn a "Living Wage" adequate enough to meet the needs of your family.

Education- Every Project Participant will be required to obtain their GED/HSE if they do not already have it prior to beginning the Program. Clients will be required to take the Test for Adult Basic Education and participate in GED prep classes to acquire their GED. Throughout the Project you may receive additional testing and referrals to help move you to a higher educational level. There are many opportunities in the community to further your education, whether it is a single class or work shop; or a degree through a local university.

Treatment- D7 Treatment will be providing substance use and mental health treatment to the Project participants.

All Project participants will receive:

- Substance Use Treatment
- Mental Health Screenings and treatment if necessary
- Educational / Literacy Level Assessments and educational enhancement opportunities
- Vocational Skills assessments and job skill development opportunities
- Family based education and therapy
- Access to community volunteers and other community resources

Recovery and Pro-social Activities- The purpose of recovery activities is to educate and train each participant on how to abstain and then maintain sobriety from drugs and alcohol.

The purpose of pro-social activities is to facilitate the participant's involvement in activities not involving substance use or criminal behaviors in the community that will help introduce them with other people with whom they have something in common. These activities may provide opportunities to give back to the community as well as develop a sense of belonging with the community. (See attachment B)

District 7 (Bonneville County) Wood Court General Conditions

1. Obey all laws. Notify your Probation Officer of **ANY** law enforcement contact, including citations or arrests **immediately**.
2. Do not change employment or residence without permission from your Probation Officer. You must notify your Probation Officer of **ANY** evictions, terminations, or **CHANGES** in address, employment or phone number immediately.
3. Do not associate with **anyone** who is breaking the law. Do not associate with anyone on probation/parole unless permission is given to you by your Probation Officer. Do not associate with anyone who uses drugs or who is consuming alcohol.
4. Do not use or possess any illegal drugs. Do not use or fill any prescriptions except for antibiotics without permissions from your Probation Officer. **You are required to inform any physician you see that you are an alcoholic/addict and that you are in Drug Court.** In the case of a medical emergency, you should follow medical advice and then notify your Probation Officer. Do not use **any** nonprescription drugs or over the counter medications that contain pseudoephedrine or alcohol. Do not use any dietary supplements, weight loss products or herbal products without first obtaining permission from your Probation Officer. **NO CREATINE.** Do not use any mood altering substances including **inhalants, energy drinks** (Red Bull, Rockstar, etc.) or energy pills without permission. (coffee and pop are allowed) Do not eat foods containing Poppy Seeds.
5. Do not drink or possess any alcoholic beverages. This includes cough syrup and non-alcoholic beer.
6. You must obtain and maintain full-time employment, (35 hrs. per week) unless permission is granted to work part time and/or attend school. If you are unemployed, or work less than 35 hrs per week, you must complete a total of 35 hrs. per week of employment, job search (at least 20 hrs if unemployed), education, or approved volunteer work. You must provide documentation including paystubs, job search and CSW forms to your Probation Officer at every check in. Failure to do so **WILL** result in a sanction. If you miss work for any reason, you must notify your Probation Officer immediately.
7. Do not drive motor vehicle without a valid driver's license, current registration, and insurance.
8. All relationships (including intimate) **MUST** be processed with your counselors and be approved by the treatment team.
9. In addition to the Cost of Supervision (COS), Wood Pilot Project participants are required to pay a fee of at least \$65 per month. Fees can be raised at the discretion of the Wood Court Team. You must keep a record of all payments made and keep your money order receipts in case there is a discrepancy. Pay your COS (\$50) to IDOC and your Program

Fees to Wood Pilot Project. You must pay with money orders or cashier's checks. NO CASH or CHECKS accepted.

10. While in the Wood Pilot Project you are subject to the following curfew: Phase 1: 9pm; Phase 2: 10pm; Phase 3: 11pm; Phase 4: Midnight. If you are out past curfew for any reason you must call your Probation Officer and leave a message as to where you are and why. You must have permission to be out past curfew except for approved work schedules, treatment, and/or AA meetings.
11. Wood Court status hearings are held every 1st, 2nd, and 4th Tuesday of each month at 4pm unless otherwise directed. You should appear in Wood Court as directed by your Probation Officer. You must wear professional attire for ALL court appearances made while in Wood Court. Men must wear a shirt and tie and women must wear professional clothing. Jeans may only be worn if dark and free from holes or fading. Piercings should not be worn in court except for earring by females.
12. Participants are required to attend AA/NA and other recovery activities in accordance with the Wood Court Handbook and submit a treatment card to your Probation Officer on report day. Participants must obtain an AA/NA Sponsor/Mentor and a home group within 45 days of beginning Community based treatment. Participants should have at least weekly contact with their sponsor and work a 12 step program with that sponsor.
13. Participants must check in with their Probation Officer every week that they have Wood Court. Report Days are typically held on Mondays and Tuesdays, however participants should call their Probation Officer for their reporting schedule.

Wood Pilot Project Participants are required to engage in the following behaviors:

- a. Attend all required meetings and be on time. In the event a participant is unable to attend, the participant will call the probation officer at least two hours in advance.
- b. Participants shall cooperate with Wood Pilot Project personnel at all times, and shall strive to progress through each phase to the best of their ability.
- c. Be present for all Wood Pilot Project Hearings on time and appear in proper court attire.
- d. Submit to urine, alcohol, or other tests as required. Refusals and/or stalling (20 minutes or more) will be considered a positive test.
- e. Submit any required reports to the Wood Pilot Project as ordered.
- f. Participant shall obtain permission from the Wood Pilot Project Probation Officer prior to changing current address or phone number, and keep the Wood Pilot Project Probation Officer informed of whereabouts. The participant shall not change address or phone number without notifying the Court.
- g. Maintain full-time employment; attend school full-time or a combination of the two. Each participant will provide proof of employment or employment search to the Wood Pilot Project. They will report any employment change within 48 hours.
- h. Submit to any rehabilitative, medical or psychological program as directed by the Wood Pilot Project.
- i. Pay all costs, restitution, fines, etc. as ordered by the Court.
- j. Pay all Wood Pilot Project Program fees as agreed.
- k. Shall comply with directives of the Wood Pilot Project, Treatment Provider and Wood Pilot Project Probation Officer.
- l. Make satisfactory progress in the program as measured by each level requirement.
- m. Engage in recovery based / pro-social activities and provide proof of attendance to these activities evidenced by signatures on their "Green Card" provided by their probation officer.

Wood Pilot Project Progressive Phases

All Wood Pilot Project participants will agree to phase specific contracts that will be designed for the individual participant in each phase.

Common expectations of each phase. (I-IV)

- Understand and comply with conditions of probation and project supervision.
- Demonstrate willingness to participate in assigned treatment activities.
- Establish and strive to maintain therapeutic relationships with service providers.
- Identify and utilize strengths that will help the participant maintain a productive life abstinent from substance use and criminal behaviors.
- Develop and utilize relapse prevention skills.
- Develop and utilize cognitive restructuring skills.
- Recruit and utilize a Natural Helper / Sponsor / Mentor.
- Comply with prescribed psychiatric medications and participate in symptom management activities to manage mental health disorders if necessary.
- Provide substance use testing samples as directed by the Project.

Stages of Change throughout the 4 phases of the Pilot Project.

The following Stages of Change will be assessed by the Project Team in observance of the participant's behaviors and attitudes throughout each phase.

Stages of Change is a **model of change** that explains or predicts a person's success or failure in achieving a proposed behavior change. The idea behind the model is that behavior change does not happen in one step. Rather, people tend to progress through different stages on their way to successful change.

The stages of change are:

- **Precontemplation** (Not yet acknowledging that there is a problem behavior that needs to be changed)
- **Contemplation** (Acknowledging that there is a problem but not yet ready or sure of wanting to make a change)
- **Preparation/Determination** (Getting ready to change)
- **Action/Willpower** (Changing behavior)
- **Maintenance** (Maintaining the behavior change) and
- **Relapse** (Returning to older behaviors and abandoning the new changes)

Phase I (Orientation and Engagement)

Move out of the Pre-Contemplation Stage of Change. Precontemplation is the stage at which there is no intention to change behavior in the foreseeable future. Many individuals in this stage are unaware or under aware of their problems.

Phase II (Intensive Treatment)

Move from the Contemplation stage of change into at least the Preparation stage of change. Contemplation is the stage in which people are aware that a problem exists and are seriously thinking about overcoming it but have not yet made a commitment to take action. Preparation is a stage that combines intention and behavioral criteria.

Phase III (Transition / Community Engagement)

Move into the Action Stage of Change. Action is the stage in which individuals modify their behavior, experiences, or environment in order to overcome their problems. Action involves the most overt behavioral changes and requires considerable commitment of time and energy.

Phase IV (Maintenance / Aftercare)

Move into the Maintenance Stage of Change. Maintenance is the stage in which people work to prevent relapse and consolidate the gains attained during action.

Expectations of Phase 1-4

| Phase | Attend Recovery Based/Pro Social Activity | DBT Skills (2 hr) | MRT (1.5 hr) | Process Groups (2 hr) | Individual/Couples/Family Sessions (1 hr) | Change Company Interactive Journals (Reviewed 1:1) | Hrs/Wk |
|-------|---|--------------------------|--------------------------------|-----------------------|---|---|-----------|
| I | 7 x week | 12 Skills | Steps 1—3 | Basic Process (2x) | 2-4x/mo | First Step | 8.5 + |
| II | 5 x week | 12 Skills | Steps 4—7 | Basic Process | 2-4x/mo | My Change Plan 1-25 Steps to Spirituality | 6.5 + |
| III | 4 x week | *6 Skills (Multi-Family) | Steps 8—12 | Advanced Process | 1-2x/mo | My Change Plan 26-41 Looking Within | 3.5 / 4 + |
| IV | 2 x week | | *Thinking For Good (as needed) | Advanced Process | 1-2x/mo (or as needed) | My Change Plan 42-56 Intro to Action Working Your Program | 2 + |

Education / Employment

| | Phase 1 | Phase 2 | Phase 3 | Phase 4 |
|-------------------|---|---|---|---|
| Education | Complete <u>Test for Adult Basic Education (TABE)</u> If it was not done prior to entering the program. | Additional educational testing and placement if necessary. | Continue to be actively engaged in educational development. | Obtain GED/HSE. Complete educational goals that are within the time frames of the program. |
| Employment | Obtain full time employment. Apply to Idaho Vocational Rehabilitation or another job skill development center. | Maintain full time employment if capable. If approved, comply with IDVR expectations, or other job skill development center. | Maintain full time employment if capable. If approved, comply with IDVR expectations, or other job skill development center. | Maintain full time employment for at least 6 months time. If approved, comply with IDVR expectations, or other job skill development center. |

Natural Helper / Sponsor/ Mentor

| | | | | |
|--------------------------------------|---|---|---|---|
| Natural Helper Sponsor Mentor | Recruit a Natural Helper / Sponsor / Mentor | Maintain weekly contact and mentorship. | Maintain weekly contact and mentorship. | Maintain weekly contact and mentorship. |
| Court / Status Hearings | 1 st , 2 nd & 4 th Tuesday | 1 st , 2 nd & 4 th Tuesday | 2 nd & 4 th Tuesday | 4 th Tuesday |

Courtroom Rules:

The Wood Pilot Project approach involves a Judge, Prosecutor, Public Defender, Wood Pilot Project Coordinator, Probation Officer, Treatment Provider, and Court Personnel. The following rules and regulations for courtroom conduct must be followed in all Wood Pilot Project Hearings.

- 1 Punctuality is a must. Each defendant will be on time for all court appearances.
- 2 Do not speak when the Judge is speaking.
- 3 Each defendant will stand when addressing the Court or when addressed by the Court.
- 4 No defendant shall approach the bench unless permission is obtained or if the Court invites the defendant to do so.
- 5 No defendant shall sit on counsel table in the courtroom or lean on the bench.
- 6 Bare feet, hats, sunglasses, shorts, abbreviated shirts and blouses are prohibited in the courtroom.
- 7 It is forbidden to be under the influence of any intoxicating beverage and/or illicit drug.
- 8 All weapons are banned from the courtroom.
- 9 All cell phones or pagers must be turned off.

Rewards and Sanctions

Rewards and Sanctions will be utilized to shape behaviors through behavior modification. Rewards and Punishments are part of most successful drug rehabilitation programs. There are immediate and direct consequences for all conduct. Sanctions follow violations and are applied as close to the time of failure as possible by the Wood Pilot Project Team. Incentives and sanctions are applied at the participant's next scheduled status hearing. Serious violations of rules (e.g. dirty UA, new crime), may have immediate consequences prior to the next scheduled status hearing.

Phase based Probation Supervision for the Wood Pilot Project

Wood Pilot Project Probation Officer Supervision Standards

The following table will be used as a framework for minimum Wood Pilot Project Supervision by the Probation Officer(s).

| Minimum Standards | Frequency During Phase | | | |
|---|------------------------|---------------------|---------------------|-------------------|
| | Phase I | Phase II | Phase III | Phase IV |
| 1. See participant in person at least: (office, home, work, collateral) | 4X's a month | 3X's a month | 2X's a month | 1X a month |
| 2. Monitor that participant attends alcohol/drug counseling and/or 12-step meetings including approved support groups at least: | 7 days a week | 5 days a week | 4 days a week | 2 days a week |
| 3. Ensure participant submits to random drug tests a minimum of: | 3X's a week | 2X's a week | 1X a week | 1X a week or PRN |
| 4. Require participant to attend Status Hearings as described by each phase requirement (or as directed by the Project team). | 3X's a month or PRN | 3X's a month or PRN | 2X's a month or PRN | 1X a month or PRN |
| 5. Verify that participant has a Natural Helper, Sponsor or Mentor | Weekly contact | Weekly contact | Weekly contact | Regular contact |
| 6. Require participant to pay a minimum \$65 Project fee in addition to their Cost of Supervision fee per month and be current with other fees and fines. | Monthly payment | Monthly payment | Monthly payment | Monthly payment |
| 7. Monitor that participant calls-in for Substance Use testing instructions: | Daily | Daily | Daily | Daily or PRN |
| 8. Monitor that participant maintains employment or participates in continuing education (or other approved activity) as directed. | Monthly | Monthly | Monthly | Monthly |

Wood Pilot Project Goals:

- Reduce participant contacts with the criminal justice system;
- Reduce costs associated with criminal case processing and re-arrest;
- Reduce jail/prison overcrowding;
- Introduce participants to an ongoing treatment process focused on recovery designed to achieve total abstinence from alcohol, abuse of prescription medication, and illicit/illegal drugs;
- Promote self-sufficiency and empower substance abusers to become productive and responsible members of society;
- Improve the overall mental health of each participant;
- Improve the ability of the participant's family members to resist substance use and criminal behaviors by identifying their needs and offering assistance in addressing those needs.
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Confidentiality:

- a. Participants must sign an appropriate consent for disclosure of information upon application and acceptance into the Wood Pilot Project.
- b. Care will be taken to prevent the unauthorized disclosure of information regarding Wood Pilot Project participants.
 1. Treatment reports, drug testing results, and other information regarding a participant disseminated to the Wood Pilot Project team must not be placed in a court file that is open to examination from members of the public.
 2. Information regarding a participant must not be placed in another participant's file / chart.
- c. Members of the Wood Pilot Project Team will receive education on the HIPPA and CFR-42 rules / laws regarding confidentiality.
- d. All Wood Pilot Project Team members will be specifically identified on Multi-Party consent to release information form in order to participate in a MDT staffing.

Attachment A

Natural Helper / Sponsor / Mentor

Definition: A person outside of the participant's structured recovery program and not a family member that has substantial sobriety from drugs and alcohol (a minimum of two years), is not currently on probation or parole, and possesses personal qualities desired by the participant.

Purpose: The purpose of having the Natural Helper is to encourage the participant to seek a relationship with a "successful" person in their community who is likely to help them integrate into an environment or culture that supports and encourages abstinence from substance using and criminal behaviors.

These team members will be recruited by the participant to help them adjust to a life abstinent from substance use and criminal behaviors. Their role is to provide opportunities to model pro-social behaviors to the participants in real life circumstances. It will be crucial that they have the liberty to speak openly about the participant's strengths and needs with the team. It is **not** mandatory that they attend Pilot Project Status Hearings; however it is mandatory that there is frequent communication with them and the other team members.

- Prior to completion of phase one all participants will recruit or be assigned a natural helper.
- When a participant is unable or unwilling to recruit a natural helper, one may be assigned by the Project team.
- Natural Helpers are expected to communicate with the Project Team.
- Natural Helpers will primarily communicate with Project team through the Project's Case Manager and/or Client Service Technician.

Attachment B

Recovery Based and Pro-Social Activities

Throughout participation in the Wood Pilot Project participants will be strongly encouraged to participate in recovery based and pro-social activities.

The purpose of the recovery activities is to educate and train each participant on how to abstain and then maintain sobriety from drugs and alcohol.

Recovery Based Activities may include:

- All treatment offered and assigned by the Wood Pilot Project.
- 12 step support groups in the community.
 - By phase II all participants must choose a Home Group that they attend on a regular (weekly) basis.
- Faith affiliated addiction recovery services.
- Other approved recovery based activities.

The purpose of the pro-social activities is to facilitate the participant's involvement in activities not involving substance use or criminal behaviors in the community that will help introduce them with other people with whom they have something in common. These activities may provide opportunities to give back to the community as well as develop a sense of belonging with the community.

Pro-Social Activities may include:

- Faith Based services.
- Community Interest programs.
- Special Interest Activities approved by the Project team.
- Volunteer Services that benefit the community.
- Other approved pro-social activities.

Phase based attendance

Participants in the following phases must attend the specified number of recovery activities. At least one of the recovery activities must be a 12-step AA or NA meeting.

In the case a participant has more than one recovery activity per day it only counts as one day out of the total requirement for the week.

Phase I - 7 days a week

Phase II - 5 days week

Phase III - 4 days a week

Phase IV - 2 days a week

- ❖ In the event a participant is unable to attend a recovery activity for the day, that participant must contact their Probation Officer or Treatment Counselor and inform them of their inability to attend. The PO or Counselor may give them an alternative assignment in lieu of the recovery activity. If this occurs the participant must provide evidence of completing the alternative assignment to the PO or Counselor on the next Business day.