

LINCOLN COUNTY DRUG COURT

POLICY AND PROCEDURE MANUAL

Effective January 2026

TABLE OF CONTENTS

TABLE OF CONTENTS 1

INTRODUCTION 3

MISSION STATEMENT 3

PROGRAM GOALS 3

PROGRAM OBJECTIVES 4

LINCOLN COUNTY TREATMENT COURT EQUITY AND INCLUSION STATEMENT 4

TARGET POPULATION 4

ELIGIBILITY CRITERIA 5

DISQUALIFICATION CRITERIA 5

REFERRALS 5

STANDARDIZED RISK AND SUPPORT TOOLS 6

PROGRAM INTERVIEW 7

DRUG COURT ENTRY 7

ENTRY PROCESS FLOW CHART 8

DRUG COURT TEAM 8

JOB DESCRIPTIONS OF DRUG COURT TEAM MEMBERS IN RELATION TO THE PROGRAM 10

DRUG COURT TEAM STAFFING 13

TREATMENT 14

COURTROOM PROCEDURES 16

LANGUAGE SERVICES 16

PROGRAM RULES 16

INCENTIVES 18

BEHAVIOR INFRACTIONS: SERVICE ADJUSTMENTS AND SANCTIONS 20

Unsuccessful Program Completion or Discharge 22
Medical Insurance 23
Medication Assisted Treatment and Other Prescribed Medications 23
Use of Over-The-Counter Medications 23
Substance Testing 24
Substance Testing Reporting Protocol 25
Integrated Case Plans 25
Phase Requirements 26
Program Fee 30
Funding 30
Case Management System 31
Confidentiality and Release of Information 31
Program Evaluation 32
Drug Court Policy Committee 33
Lincoln County Treatment Court Advisory Committee 33
Lincoln County Treatment Court Alumni Association 34
Lincoln County Treatment Court Justice, Equity, Diversity, and Inclusion Team 34
Memorandum of Understanding 34
Supplemental Program Document- Appendix A: Alumni Association Policy Handbook 35
Supplemental Program Document- Appendix B: JEDI Charter 43
Supplemental Program Document- Appendix C: Memorandum of Understanding 47

INTRODUCTION

The Lincoln County Drug Court (Drug Court) was established in 2006 and was built upon a partnership between the criminal justice system and the treatment community. It is specifically designed to give individuals who are involved in the criminal justice system and suffer from a substance use disorder (SUD) an opportunity to achieve sobriety, overcome barriers, and foster positive, lasting change to enhance their overall well-being. It is a voluntary 18-month program that blends treatment, court obligations, and supervision to help facilitate a process of recovery and substance-free living among program participants by creating positive change in behavior, attitudes, and relationships with others. When Drug Court participants lead a life free from substance use and become contributing members of the community, the results are improved overall public health, community safety, and a reduction in crime and public spending.

This program will maximize the use of available resources in our community and focus on the individual needs of the participants to promote physical and mental well-being. Led by the judge and guided by the Drug Court Team (Team), the program's extensive requirements are based on the Oregon Specialty Court Standards released by the Oregon Criminal Justice Commission and the Adult Drug Court Best Standards issued by All Rise.

The Lincoln County Drug Court program's policies and procedures are described in this manual. As the program expands and best practices are updated, the policies and procedures are subject to change.

MISSION STATEMENT

The Lincoln County Drug Court is committed to supporting individuals with Substance Use Disorders overcome barriers and foster positive, lasting change to enhance their overall wellbeing. The program aims to empower participants by providing them with trauma-informed, culturally sensitive, and non-stigmatizing services though collaboration between the justice system and local community partners.

PROGRAM GOALS

The Drug Court helps facilitate a process of recovery and substance-free living among program participants by creating positive change in behavior, attitudes, and relationships with others. It also increases public safety by responding immediately and holding participants accountable for their behaviors when they are inconsistent with program objectives. When Drug Court participants lead a life free from substance use and become contributing members of the community, the results are improved overall public health and a reduction in crime and public spending.

PROGRAM OBJECTIVES

The short-term objective of the Drug Court is to provide effective, evidence-based treatment for individuals in the community with criminal cases and SUDs. The program will do this by:

1. Rapidly identifying, accessing, and enrolling participants into Drug Court.
2. Providing enhanced case management, comprehensive treatment, and random substance testing for all participants, and facilitating access to community-based services.
3. Provide evidence-based interventions and comprehensive treatment services for all participants.
4. Consistently and swiftly apply behavior responses for compliance or non-compliance using incentives, therapeutic responses, and sanctions.
5. Utilize the skills and resources of the Drug Court Team to cultivate the development of a community-based support system for recovery.

The long-term objectives of the Drug Court are to foster a healthy and sober living environment for participants, which will reduce recidivism, prevent child welfare interventions, and increase recovery capital.

LINCOLN COUNTY TREATMENT COURT EQUITY AND INCLUSION STATEMENT

The Lincoln County Treatment Courts are committed to providing equality, justice, and dignity. We welcome consistent assessment of our operations and those of partner organizations for policies and procedures that could contribute to disproportionality and disparities among historically marginalized and other underserved groups. Our community partners offer a variety of treatment options which are trauma informed and responsive to various cultures, languages, communities, and abilities. We always welcome feedback from our participants, community members, and community partners. All the Lincoln County Treatment Courts actively collect and analyze program and partner organization data to determine if disproportionality or disparities exist in the programs; if so, the Lincoln County Treatment Courts will implement corrective measures to eliminate them.

TARGET POPULATION

The target population for the Drug Court are medium- to high-risk adults with SUDs that are of substantial risk of returning to the criminal justice or child welfare system. The capacity of Drug Court is 30 participants, and acceptance is based on available space with preference given for individuals with a presumptive prison sentence.

Eligibility Criteria

Entry into the program is at the discretion of the Drug Court Team after having given due consideration to the eligibility criteria. Potential participants must satisfy the following eligibility criteria to participate:

1. They must reside in Lincoln County, Oregon, and be able to be supervised by Lincoln County Community Justice.
2. They shall be in the process of securing or have secured safe and sober housing as approved by the Drug Court Team.
3. They acknowledge that they have an SUD, have a need for intensive supervision, and have a desire to obtain and maintain sobriety.
4. They must qualify at a minimum for intensive outpatient treatment and assess at a medium or high risk as determined by a standardized risk assessment tool.
5. They must be 18 years or older.
6. The program is not full as determined by the Drug Court Team.

Disqualification Criteria

Members of the target population who satisfy the eligibility criteria are disqualified from participation in Drug Court if the individual:

1. Has a pending charge of only a DUII.
2. Has a criminal history that will put other participants at risk.
3. Is unwilling or unable to terminate use of any non-prescribed substances, prescriptions, or over-the-counter medications that affect the integrity and accuracy of substance testing.
4. Suffers from a mental illness, mental impairment, or lack of cognitive ability significant enough to prevent them from meaningfully participating in Drug Court.
5. Has an active warrant or holds in other jurisdictions that cannot be resolved prior to Drug Court entry.

If an individual does not meet the above criteria, then the Drug Court Team may discuss if an exception would be appropriate for that person. Any exceptions are made at the discretion of the Drug Court Team after consideration is given to the needs of the individual, the team, and the community.

Referrals

Referrals for program participation are encouraged and accepted from any source. Before an assessment can occur, the defense attorney must provide the program manager with a signed Treatment Court Release

of Information (ROI). Once the ROI is received, the team will determine whether the individual could be appropriate for Drug Court. If allowed, the program manager will contact the defense attorney to arrange for an interview.

STANDARDIZED RISK AND SUPPORT TOOLS

The Drug Court will only admit individuals who are considered medium to high risk for reoffending, have an SUD, and require additional support from wraparound community services. Several standardized screening tools are integrated into the interview of a potential participant to assist in determining risk level and evaluate the supports they need to be most successful. All tools and assessments are placed into the Treatment Court Case Management System (TCMS) for the entire team to access and are utilized to develop individualized case plan. The types of different assessments and tools used are:

1. **Recovery Capital Worksheet**. The personal and tangible resources a person has and needs to have to begin their recovery and maintain it, is called Recovery Capital. The participant will fill out a Recovery Capital Worksheet at the program interview to identify how the Team can help them.

2. **Level of Service/Case Management Inventory (LS/CMI) and Women's Risk Needs Assessment (WRNA).** Before Drug Court entry, the probation officer will perform a gender- or sex-specific risk assessment to determine the risk for reoffending. For participants who identify as males, they utilize the LS/CMI, and for participants who identify as females, they utilize the WRNA. The individual must assess at a medium or high risk to be eligible for Drug Court participation.

3. **Oregon Public Safety Checklist (PSC).** The PSC score indicates a person's criminal risk factors and level of risk for a future crime and is used if an LS/CMI or WRNA is unavailable. The probation officer, program manager, or clerk may administer the PSC. The individual must assess at a medium or high risk to be eligible for Drug Court participation.

4. **Risk And Need Triage (RANT).** The RANT's tool is to promptly identify potential participants and equitably within the program's target population. Through a series of questions, an individual will be categorized into basic risk/need quadrants. Drug Court will strive to only accept participants placed in the high-risk and high-need quadrant.

5. **Texas Christian University (TCU) Risk Score Drug Screen II.** The TCU is required by probation as an instrument used to identify substance use problems. The individual must be assessed at a medium- or high-risk level to be eligible for Drug Court participation.

PROGRAM INTERVIEW

Once an interview for Drug Court has been approved, the Treatment Court program manager will meet with the prospective participant to conduct an interview and describe the program. They will also have the potential participant fill out any pertinent assessments.

During the next Drug Court Team Staffing, the results will be discussed with the Team. Entry into the program is at the discretion of the Team after giving due consideration to the eligibility criteria and individual circumstances of the participant. The application will be considered based on the following factors for the potential participant:

1. Their motivation towards recovery and openness to participate in Drug Court.
2. The severity of their SUD.
3. Any known history of violent behavior or bias crimes that would affect the safety of other participants.
4. Prior history of SUD treatment.
5. Family history, including involvement in the criminal justice system.
6. Any pending or prior court matters, including juvenile court matters.
7. Any other relevant factors that may affect their ability to participate or complete the program.
8. The LS/CMI, WRNA, or PSC score that would notate their risk level.

Any reasons discussed for the non-acceptance of an individual shall not be disclosed to anyone outside of the Team.

DRUG COURT ENTRY

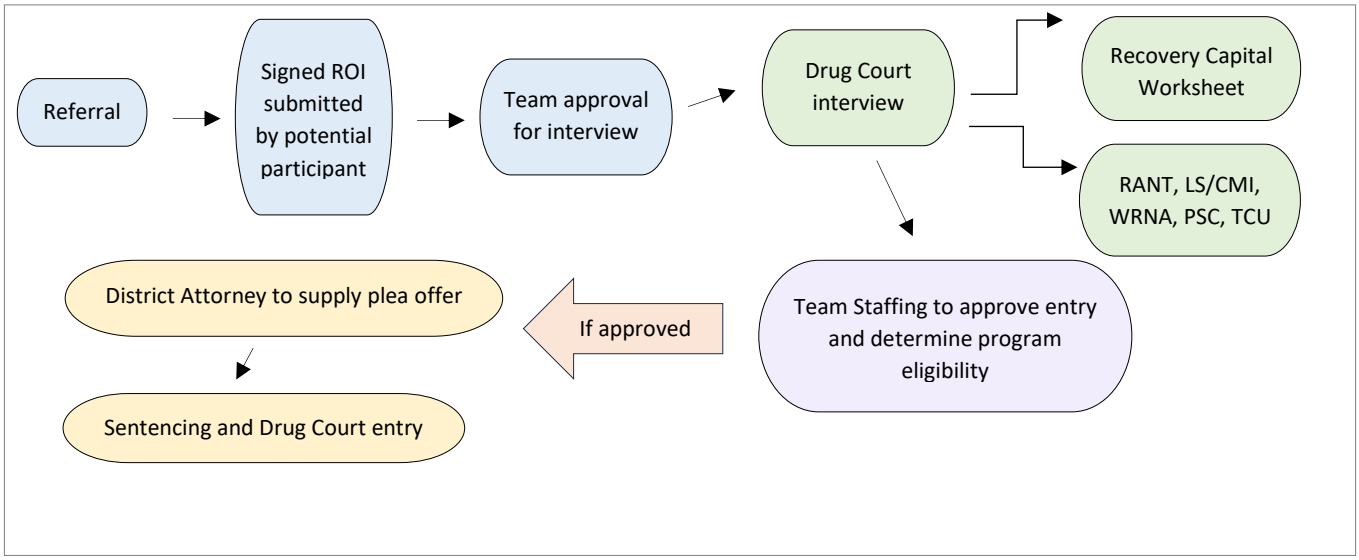
If the individual is approved for the program, the District Attorney will provide a plea offer that is reviewed by all parties to the case. If accepted, a sentencing date is scheduled for a Drug Court entry. The Drug Court uses a post-adjudication model. During sentencing on either a new case or a probation violation, the judge will order an individual into Drug Court as a condition of probation. Each case requires its own Drug Court Petition, which the defense attorney will help the individual fill out.

While the individual is waiting for admission into the program, they are referred to one of the Team treatment agencies. The participant will be given the American Society of Addiction Medicine (ASAM) evaluation conducted by qualified and certified professionals to determine their appropriate level of care. After the evaluation, the treatment agency generates a treatment plan to align the participant with the proper evidence-based therapy and recovery support services.

Prior to program entry, the participant must also review the Drug Court Participant Handbook given to them by the program manager and sign a form saying they read and understand it.

Once the participant has entered Drug Court, they are required to begin treatment services with their primary treatment provider. At their first court appearance the participant will get a folder from the clerk that will have a copy of their sentencing documents, a copy of the Participant Handbook, and the Substance Testing and Abstinence Statement that they signed.

ENTRY PROCESS FLOW CHART



DRUG COURT TEAM

The Drug Court Team (Team) is a collaborative effort between a group of community agencies all with talented, qualified, passionate, and committed individuals that form a shared approach across different systems to help build supports for the program participants.

The Drug Court Team is comprised of representatives from the following entities:

1. Drug Court Judge- Oregon Judicial Department, Lincoln County Circuit Court
2. Treatment Court Program Manager- Oregon Judicial Department, Lincoln County Circuit Court
3. Treatment Court Clerk- Oregon Judicial Department, Lincoln County Circuit Court
4. Probation Officer- Lincoln County Community Justice
5. Defense Attorney- Oregon Coast Defenders
6. Prosecutor- Lincoln County District Attorney Office
7. Substance Use Disorder and Mental Health Treatment Providers- Reconnections Counseling, Phoenix Wellness Center, and Siletz Tribal Behavior Health Program, Lincoln County Behavioral Health

8. Social Service Specialist - Oregon Department of Human Services Child Welfare Division

The Team's philosophy is to support all participants in Treatment Courts to overcome barriers and to provide them opportunities to succeed. All Team Members agree to endorse the following 12 goals:

1. Treating all participants and their support systems with respect and dignity.
2. Striving to meet the most up-to-date Oregon Specialty Court Standards adopted by the Oregon Criminal Justice Commission, the Adult Drug Court Best Practice Standards Volume 1 & 2, published by AllRise, and Family Treatment Court Best Practices.
3. Participating fully as an active team member and partner to ensure the success of treatment court participants. Participating in all Team meetings, helping monitor and review participant progress and behaviors through weekly staffing meetings and will contribute information for effective incentives and sanctions for program compliance or lack thereof.
4. Work as a Team to promote abstinence, address mental health, eliminate child welfare intervention and criminal recidivism, and to provide an alternative to traditional criminal justice system case processing and increase participant accountability.
5. Promote self-sufficiency and empower participants to become safe parents and responsible, productive members of the community.
6. Understand the effects that trauma has on the participants and their families and utilize trauma informed skills.
7. Consistent with Oregon Specialty Court Standards, Component 8-7, utilize TCMS in a manner consistent with their role in Treatment Court.
8. Attend all trainings when available and appropriate.
9. Attending new team member orientation, training, and meetings as appropriate for level of participation on the team.
10. Presenting information and participating in ongoing cross-training to remain knowledgeable about the behavioral health field, drug testing and drug trends, laws, cultural considerations and bias, trauma-informed treatment and service practices, and overall best practices in the treatment court model.
11. Contribute to the education of peers, colleagues, the community, and the judiciary in the efficacy of a treatment court.
12. Communicating and adhering to non-adversarial, trauma-informed, and culturally humble practices.

JOB DESCRIPTIONS OF DRUG COURT TEAM MEMBERS IN RELATION TO THE PROGRAM

Role of the Drug Court Judicial Officer (Judge): The judge is on a voluntary basis and their role includes, without limitation, attending staffing meetings, presiding over hearings, offering program leadership, direction in policy development, attendance and leadership at policy and advisory meetings, and engaging in community networking on behalf of the program. The judge possesses an understanding of the relationship between SUDs, mental health disorders, and criminal behavior. Other duties include:

- Maintain the role as the team leader and final, impartial, and independent arbiter while promoting a productive work environment where each Team member practices strength-based collaboration.
- During Drug Court proceedings spending no less than 3 minutes interacting with each participant and developing working relationships with them while discussing their progress, challenges, behavior responses, updates on their families, and their overall well-being.

Role of the Program Manager: The program manager oversees and supports the daily operations of the Drug Court, facilitate case coordination and communication, and leads in the continuing and future development of the program and monitoring components. They serve as the primary liaison between the court and the community to ensure program effectiveness and to support participants. They have a wide range of knowledge regarding SUDs, mental health needs, community agencies, resources, and issues faced by vulnerable populations that may impact the likelihood of success. Other duties include:

- Attendance at recovery community events and providing education about Drug Court.
- Facilitation at pre-court staffing meetings and providing material related to participant progress or the overall program based on best practices.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They will serve as a non-adversarial Team member in advocating and discussing effective Team responses.
- Identifying of areas for program improvement and enacting strategies to promote equitable access, experiences, and outcomes for all participants.
- Guiding the process to create, update, and compose program policies and procedures, the Memorandum of Understanding, participant handbooks, and other documents.
- Leading the Policy and Advisory Committee meetings.
- Assisting in applying for grants and other funding sources, performing grant reporting, and overseeing program budgets.
- Providing analysis and statistical reporting of data regarding program and participant progress.
- Responsibility for record keeping and the accuracy of data entered TCMS, which monitors participant progress, tracks trends, identifies disparities, and collects the necessary information to evaluate the program.

Role of the Treatment Court Clerk (Clerk). The clerk is responsible for data entry into TCMS and assisting the program manager. Other duties include:

- Tracking participant information, including substance tests performed, sober dates, financial balances owed, community support meetings attended, and the incentives, sanctions, and other court responses that were given.
- Verifying participant compliance in accordance with program requirements and maintaining reports to track program progress.
- Scheduling all court proceedings in TCMS and Odyssey.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They will serve as a non-adversarial Team member in advocating and discussing effective Team responses.
- Preparing documents and incentives for court, distributing staffing reports, and organizing files with the appropriate documentation. Processing signed orders, including entering the order into Odyssey if appropriate.

Role of the Probation Officer: A probation officer is assigned to assess and ensure individuals meet the target population, monitor participant compliance and adherence to supervision of Drug Court rules, and facilitate access to treatment and stabilization while ensuring the safety of the community. Other duties include:

- Providing coordinated and comprehensive supervision and case management, which includes office, home, and field visits.
- Participating in the development of individual plans for the participant, monitoring progress with SUD and mental health treatment and substance testing, approving residences, and coordinating auxiliary services to provide a strong foundation for the participants.
- Determining an individual's risk in the community by using a gender or sex-specific criminogenic standardized risk and need tool.
- Notifying the Team of participant accomplishments or violations.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They will serve as a non-adversarial Team member in advocating and discussing effective Team responses.
- Before pre-court staffing entering in all data into TCMS, including assessment results, office, home, and field visits, updated demographic information, and any other information pertinent to probation or Drug Court requirements.

Role of the Defense Attorney: One defense attorney is assigned to represent all program clients as their legal advisor. They will ensure that the participants' legal and constitutional rights are protected by appearing with clients at all Drug Court judicial sessions. Other duties include:

- Meeting with clients as needed.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They balance advocation for their client's position and rights while serving as a non-adversarial Team member discussing effective Team responses.

Role of the District Attorney (Prosecuting) Attorney: The prosecuting attorney will advocate on behalf of public safety and victim interests, hold participants accountable, and share a common goal of successful completion of the program. Other duties include:

- Screen cases for eligible individuals with criminal charges and coordinate with other prosecutors and defense attorneys regarding additional cases.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They balance advocation for the community's position and rights while serving as a non-adversarial Team member discussing effective Team responses.
- Apprising the Team of any new charges the participants may incur while in the program.
- Making decisions regarding the participant's continued enrollment in the program based on performance in treatment rather than on legal aspects of the case. They will take appropriate legal action on criminal cases when there is a Drug Court completion or a probation violation.

Role of the Substance Use and/or Mental Health Treatment Providers: Treatment providers will assess and determine the clinical need of individuals referred to Drug Court. Treatment providers are licensed, certified, or accredited as determined by the State of Oregon standards and adhere to Oregon State Administrative Rules. The treatment provider will build a treatment plan, provide a continuum of care for participants, and assist with auxiliary supports. Other duties include:

- Utilizing a valid clinical screening tool to determine the level and extent of a participant's substance dependency and mental health. Then developing an appropriate treatment plan to match their clinical need, provide clinical case management and a continuum of care, and refer for additional services if needed.
- Offering treatment services that are all Evidence Based Practices and/or Tribal Best Practices.
- Delivering valuable knowledge, education, consultation, and resources to the Team regarding a SUD and/or mental health diagnosis.
- Making referrals for Medication Assisted Treatment (MAT) or mental health medications and monitoring abstinence through substance.

- Potentially assist with reunification or family time plans to offer services to a parent or child with a SUD or mental health diagnosis.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They will serve as a non-adversarial Team member in advocating and discussing effective Team responses.
- Reporting weekly on each participant regarding treatment progress and to advocate for effective application of incentives, responses, and therapeutic adjustments as necessary to advance objectives.
- Assigning a case manager that will be responsible for data entry into TCMS, including but not limited to drug screens and results, assessment results, treatment attendance, and any other information pertinent to court requirements before pre-court staffing sessions.

Role of the Social Service Specialist with the Oregon Department of Human Services Child Welfare Division (ODHS): For parents with children in ODHS care, the social service specialist develops and manages all aspects of the ODHS case plan that support Drug Court guidelines and expectations. They provide updates directly related to the program to support and encourage successful outcomes. During the dependency case, these representatives ensure that the participants children are safe, receiving appropriate developmental and mental health services, and spending family time with parents. The Social Service Specialist attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior. They will serve as a non-adversarial Team member in advocating and discussing effective Team responses.

DRUG COURT TEAM STAFFING

The Team meets every Tuesday at 8:30 a.m. for a Team Staffing to review participant compliance and progress, and to discuss potential participants. Only Team members are permitted to attend these meetings, and all matters discussed during Team Staffing are confidential and may be disclosed outside the meeting only as necessary to facilitate a participant's treatment or a response.

The Team Staffing is guided by a Staffing Reports generated from TCMS. Information to be included in the Staffing Report must be submitted to the program manager and clerk by Monday at 10:00 a.m. They will compile all information and submit one comprehensive staffing report by email to the Team every Monday by 5:00 p.m. These reports will provide any additional information, corrections, or recommendations to the judge regarding a participant's program progress, compliance, and their behaviors. During Staffing the Team will help the judge by sharing information and concerns to help develop a plan of behavior response including sanctions, interventions, or incentives. The Team will strive to reach consensus on the recommended a course of action; however, the judge will make the final determination.

After Staffing and before court, the defense attorney will speak with the participant about their behavior and the prospective response or sanction prior to the Drug Court judicial session. The judge will decide any therapeutic response, intervention, or sanction in Court after speaking with the participant.

TREATMENT

There are a variety of treatment activities available for each participant. Some of the different treatment types are described in greater detail below.

1. **Orientation/assessment session**. Each participant is given agency information and will complete paperwork that will assist the treatment provider in developing a case plan to meet their needs.

2. **Individual counseling**. All participants will have one-on-one sessions with their counselor to address individual needs. The treatment provider may give referrals to other resources in the community that offer services specific to participants' needs. If a participant is screened for mental health services, all referrals for mental health treatment will be made part of their treatment plan. If mental health treatment is recommended, the participant must engage in those services with their primary treatment agency monitoring their progress and attendance.

3. **Treatment group.** Each participant will attend treatment groups. Every treatment group utilizes evidence-based or Tribal best practices and could include gender specific, linguistically appropriate, or culturally specific and proficient treatment. Counselors lead groups and share information regarding alcohol, other substances, attitudes, behaviors, thinking patterns and family dynamics that contribute to substance use. Participants are encouraged to interact with their peers and exchange feedback.

4. **Cognitive-Behavioral Intervention (CBI**). While in Drug Court all participants are required to take the CBI group. This class teaches participants how to examine their thoughts and apply strategies to alter negative thoughts and emotions, which should lead to reduced criminalization.

5. **Parenting classes**. All participants that are parents or caregivers to minor children, are pregnant, or if they are expecting a child, are required to complete an approved parenting group. These classes are intended to help the participant increase their parenting knowledge and skills, explain the effects of parental substance use on children, and help enhance and repair family relationships. A parenting class taken at residential treatment may satisfy this requirement, but it needs to be approved by the Team to be considered a suitable substitute.

6. **Financial class**. All participants will be required to complete a financial class that is offered once

every other month. The class covers the topics of having a checking account, savings and investing, understanding credit and loans, and creating a budget, which will be reviewed by the instructor.

7. **Peer Support**. Participants may work with a peer support specialist who has similar experiences to the people they support and has been successful in recovery with firsthand knowledge of the process. To lessen stigma and enhance a participants qualify of life while in recovery, peer support can offer an important layer of support. They can also guide the participant in navigating through Drug Court, provide education about recovery, teach a participant to advocate for themselves, and work with them on life skills and healthy habits.

8. **Family counseling.** Some participants will attend family counseling to support the bonding establishment of healthy family relationships and guide a stable, recovery-focused family and lifestyle.

9. **Community Support meetings:** Community support meetings may include Alcoholics Anonymous, Narcotics Anonymous, church recovery groups, culturally specific activities, or other approved sobriety support group meetings or special events like Hands Across the Bridge or the Ride for Recovery. These meetings occur throughout the community and are available in languages other than English. Participants in Phase 5 are invited to attend monthly Alumni Association meetings.

10. **Inpatient (Residential) Treatment.** If a participant attends residential treatment, upon arrival at the facility they shall execute a ROI for their treatment agency, probation officer, and the Lincoln County Circuit Court. The time spent at residential treatment does count towards a participant's time in the program, and completion may reduce their time in Phase 1. The participant will be required to call into court while they are at residential treatment to keep the Team informed of their progress. They also must comply with all regulations of the facility.

    Upon leaving the facility for any reason, the participant is to contact their probation officer immediately and is to return to Lincoln County within 48 hours. They are to appear in Court at the following Tuesday Drug Court session.

9. **Treatment Court Events.** The Treatment Court Team and the Alumni Association organize events for participants and their families multiple times a year. These are away from the courthouse and are to encourage fun, pro-social activities with other participants and the Team. Some of these events are a Treatment Court Month celebration, the Rise and Give Thanks Breakfast on Thanksgiving morning, and a summer BBQ. The Team is constantly looking for opportunities to host pro-social sober activities for the entire Team and participants and their families.

COURTROOM PROCEDURES

Drug Court is every Tuesday from 10:00 a.m. to 11:30 a.m. in Courtroom 305 at the Lincoln County Courthouse. The interactions during judicial proceedings are between the judge and the participant and input from other Team members is elicited as needed. Participants are expected to arrive for their court appearances in person and on time, and they must remain in the courtroom until the end of the Drug Court session when each case has been called on the record and reviewed by the judge.

All participants will respect and follow these rules:

1. All cell phones and electronic devices are to be turned off and kept off.
2. Participants are expected to act respectfully, both in the hallways of the courthouse and in the courtroom, supporting fellow participants in court, and staying silent and paying attention when others are talking.
3. Individuals that are in jail and come into the courtroom should not talk to or interact with anyone except the Team.
4. No abusive behavior towards other participants, the judge, or members of the Team. This could include physical gestures, aggression, or intimidation. No inappropriate language- no racist, sexist, homophobic, sexual, threatening, or offensive comments.
5. No food or drink in the courtroom (including gum) unless it is handed out in Court.
6. Follow the courtroom dress code that includes wearing clean clothes that do not have logos concerning alcohol, drugs, or offensive messages. No hats or sunglasses are allowed.
7. The participant is expected to know their sober time; the judge will ask for it at each Court hearing.

LANGUAGE SERVICES

Drug Court judicial proceedings can be translated into any language through Court Interpretive Services. All treatment services and program information are available in Spanish, both verbally and in writing. The treatment agencies offer Spanish speaking groups and linguistically and culturally proficient treatment.

PROGRAM RULES

The rules listed are a general overview of expected behavior of participants. The rules for all participants are:

1. Do not engage in criminal activity. Report any violations, new crimes, or police contacts to the probation officer within 24 hours.
2. Maintain sobriety. Do not use, possess, or be in the presence of alcohol, drugs, or drug paraphernalia.
3. Do not enter establishments serving alcohol by the drink, except for meals or employment, and

then only remain for such period to complete the meal or employment obligations. Do not enter establishments where alcohol or marijuana are the primary items of sale, such as bars, liquor stores, or dispensaries.

4. No use of any mind-altering substances (including but not limited to alcohol, marijuana, marijuana products, inhalants, Kratom, and Spice). This also includes any synthetic or herbal drugs.
5. Do not use another individual's smoking device.
6. Do not possess any aerosol cans, bottles, or containers.
7. If the participant is given any type of prescription drug, they must give a copy of the prescription to the treatment provider and probation officer. They will not use any prescriptions prior to discussion with the treatment provider. In the case of an emergency, notify the treatment provider as soon as possible. The participant must disclose to any medical doctor that they have a SUD.
    A. Use of medical marijuana is not allowed for participants while they are in Drug Court.
    B. Medically Assisted Treatment (MAT) is only allowed if prescribed and monitored by a licensed medical professional. The participant must sign a ROI with that agency and their treatment provider.
8. Agree to take all medications as directed by the prescribing physician and not alter or change the dosage in any way without the physician's consent.
9. Substance tests are mandatory and are considered positive if they contain alcohol, a controlled substance that is not prescribed, or an illicit drug. **It is the participant's responsibility as to what goes into their body, and the judge will respond with a sanction if there is a positive or dilute sample. It is the participant's responsibility to provide a negative substance test**.
10. It is expected that participants will attend all appointments on time, including treatment, meetings with the Probation officer, and Court.
11. If the participant enters into an intimate relationship, they must disclose it to their treatment provider and probation officer.
12. If a participant is a parent, helping to raise a child, is pregnant, becomes pregnant, or gets another person pregnant while they are in Drug Court, they must complete a parenting course, and the child must be born before they can graduate from the program.
13. No entry into a casino or gambling establishments or in areas where gambling is allowed without permission.
14. If the participant is assigned a peer or mentor, they must maintain regular contact with them.
15. Cell phones or any other electronic devices can be searched in the participant's physical or constructive possession by the Probation officer with reasonable grounds. The participant will provide a password, passcode, or fingerprint to access the phone as requested.
16. The Drug Court Team and other participants are always to be treated with respect.
17. Participants are not allowed to drive a vehicle unless they have a valid driver's license and valid vehicle insurance.
18. No travel outside of Lincoln County without prior court approval.

19. For any type of special request, the request must be submitted by email (or in writing if no email is available) to the probation officer at least 7 days in advance of the date of the special request. Once the probation officer has reviewed the request and run any necessary background checks, they will inform the rest of the Treatment Court Team of the request. The Team and judge will staff the request during the weekly Team Staffing and the participant will either be informed in Court or by the probation officer of the decision.
    A. This excludes medical appointments and supervised treatment activities. These must be requested at least 1 week in advance but can be approved only by the probation officer.
20. If the Participant resides at a recovery house, they will abide by all that facility's rules and regulations.
21. The Participant is expected to spend every night at the housing approved by their probation officer.
22. The Court can modify the Drug Court requirements to incorporate Drug Court Best Practice Standards and Oregon's Specialty Court Standards at any time during participation in Drug Court.
23. If a Participant changes their address, employment, or phone number, they will fill out a Change of Information form and submit it to the program manager during Court.
24. While in the program, the participant agrees to take all assessments and surveys requested by the program manager.

INCENTIVES

In Drug Court, positive reinforcement, or incentives, are given to participants when they engage in behavior that is productive towards their goals or sobriety, or when their actions that take the place of harmful behaviors. They are used to recognize accomplishments in treatment, promoting participant accountability, making healthy choices, and other successes. Whenever the opportunity arises, the Drug Court Team will support a healthy lifestyle and recovery.

Drug Court Incentive and Response Grid

Proximal Goal Response: Demonstrates initial change in behavior	Distal Goal Response: Demonstrates compliance with goals and conditions	Managed Goal Response: Demonstrates intrinsic motivation to change and mastery of skills
Verbal Praise	Tangible reward-gift certificate, coin, etc..	Graduation
Special Events	Special Drawings	Early termination of Probation
Judge & Team Recognition	Phase advancement	Waive court fines
Entry into drawings	Special gift certificates	Modification of conditions
	Permission to attend specific events or be at a specific location	Written commendation
	Reduced Restrictions	

First day of Drug Court:	Welcome Bag and day planner
Phase 1 - 4 Completion:	Certificate of Phase Completion Choice of 1 item: Gift Certificate to Newport Recreation Center Gift Certificate to Lincoln City Recreation Center Water Bottle Coffee Mug Self Help or Sobriety Book
Graduation:	Certificate of Graduation Packet of Community Support slips Graduation Coin Graduation Ceremony with speeches
Special Incentive Awards:	Card on Birthday Sobriety milestone dog tags 1-year sober card and gift certificate Card and gift when a baby is born Special celebrations

NOTE: This grid is a guide and is not a list of all possible incentives. The Drug Court Team will respond to all behaviors with a response designed to best motivate the participant toward recovery and living a healthy life through incentives, sanctions, and service adjustments.

BEHAVIOR INFRACTIONS: SERVICE ADJUSTMENTS AND SANCTIONS

When a participant engages in behavior that is counterproductive towards their goals, their sobriety, or Drug Court program rules, then a response is given. The response is an individualized and swift behavior modification based on the participant's current state of recovery and the situation that needs correcting. In deciding a response, the Team will consider whether they want to achieve a proximal goal (one that can be accomplished in the short term and sustained for a reasonable time), a distal goal (a future goal that is too challenging for them at this time), or a managed goal (one that has been achieved and sustained for a reasonable time).

Service adjustments are given when a participant does not meet distal goals and is not responding adequately to treatment. The goal of a service adjustment is to modify or increase engagement, and to develop the necessary skills and resources. There are two types of service adjustments. Supervision adjustments are delivered when supervision needs to be increased to provide extra support, to ensure that the individual stays safe, to monitor their recovery obstacles, or help them develop better coping skills. Treatment adjustments include increasing the treatment frequency, changing a treatment method, or providing a referral for MAT or mental health treatment. When the current treatment is not meeting their needs, the participant may undergo an assessment and their level of care, or the treatment plan could change. Learning assignments could also be ordered, such as an essay or research assignment.

Sanctions are given for an infraction of proximal goals or a violation of a Drug Court rule or probation. Sanctions are imposed for behaviors that are concrete and observable. As part of the sanction, the judge or probation officer will explain to the individual how they can take attainable steps to avoid further sanctions and meet program goals.

The judge will address all sanctions and service adjustments during a Drug Court session. The participant is given advanced notice by their defense attorney of a possible response. During their court session, the judge will respectfully discuss the behavior with the participant. The participant will be given an opportunity to voice their perspective of the situation, and then the judge will issue the response and explain clearly why that specific sanction or service adjustment is imposed.

NOTE: This grid is a guide and is not a list of all possible sanctions or therapeutic responses. The Drug Court Team will respond to all behaviors with a response designed to best motivate the participant toward recovery and living a healthy life through incentives, sanctions, and service adjustments.

Drug Court Behavioral Infraction Response Grid

Level I- Minor Behavioral Infractions	Level II-Moderate Behavioral Infractions	Level III-Serious Behavioral Infractions
Non-prosocial language or behavior	Repeated Level I infractions	Repeated Level I/II infractions
Late to group or other appointment	Missed appointments	Repeated positive substance test
Inadequate participation	1st Positive substance test	Repeated missed substance test
Insufficient Community Support Meetings	1st Missed substance test	Repeated dilute substance test
Minor traffic infraction	Failure to follow Treatment or Court plan	Adulterated substance test
Attends, but is not engaged in treatment	Repeated pattern of non-compliance	New criminal activity
Minor non-prosocial behavior issues	Residence changes without permission	Unexcused absence from Court
	Not reporting a prescription	Violation of a Court or PO directive
	Dishonesty with anyone on the Team	Violation of non-contact
	Inappropriate relationship building	Curfew or house arrest violation
	Major traffic infraction	Falsifying documentation
	Moderate non-prosocial behavioral issues	Absconding from program
		Serious non-prosocial behavioral issue

Level I- Proximal Treatment Service Adjustment	Level II- Distal Treatment Service Adjustment	Level III- Managed Treatment Service Adjustment
Modify treatment plan to specific treatment addressing the infraction	Any Level I response	Any Level I/II response
Increased community support meetings	Mental Health Assessment	Day Treatment
Increase treatment intensity	Attendance at specific treatment class	Residential treatment
Homework	Increased substance tests	Modify Treatment Plan to engage support
Meet with Peer to develop specific skills	Assignment of Peer Mentor	
	Reassessment for level of care of for Community based resources	

Level I- Proximal Supervision Adjustment/Court Response	Level II- Distal Supervision Adjustment/Court Response	Level III- Managed Supervision Adjustment/Court Response
Verbal warning	Any Level I response	Any Level I/II response
Week does not count toward Phase requirement	Work crew	Jail sanction
Thinking report or homework	Community service	Electronic Home Detention
Increased meetings with Probation Officer	Curfew	House arrest
Skill building: budget, calendar, resume, time management, etc.	Move to community or recovery housing	Arrest warrant
	Attendance at a specific educational class	Drug Court termination
	No-Contact order imposed	
	Increased court appearances	
	Day reporting to Probation Office	
	Increased substance tests	

UNSUCCESSFUL PROGRAM COMPLETION OR DISCHARGE

Participants may be removed from Drug Court with an unsuccessful completion or discharge. The Drug Court judge will confer with the Team, but any decision regarding termination lies exclusively with the judge. Upon removal of the program, any lawful sentence may be imposed by the Court.

The following are specific causes of program discontinuation and unsuccessful program completion.

1. **Inappropriate behavior.** The participant cannot be in the community safely or the participant has engaged in activities that put others health and safety at risk.

2. **Lack of treatment progress**. The participant is unable or unwilling to engage in treatment, or if they are too impaired to benefit from the required treatment. It could also be recommended by the Team that participant is not being helped from the treatment and structure of Drug Court after all other alternatives have been explored.

3. **New Conviction**. The participant has a conviction for a new crime that directly impacts their ability to continue participation in Drug Court.

4. **Probation Revocation**. The participant has their probation revocation in their Drug Court case or another case that directly impacts their ability to continue participation in Drug Court.

5. **Absconded**. The participant absconds from Drug Court for more than 90 days. The judge has full authority to terminate the participation without notice or the participant being present, and they will lose their space in Drug Court.

6. **Self-Termination**. The participant is still able to participate but chooses not to continue.

A participant could also be discharged from the program. This is considered a neutral discharge for statewide analysis purposes. Specific reasons for discharge are:

1. **Lack of resources**. The participant has a higher level of care or requires more resources than the Team can provide.

2. **Medical**. The participant has a medical condition that significantly impacts their ability to be successful in Drug Court.

3. **Withdrawal (Opt Out)**. The participant will no longer be able to participate in Drug Court for a neutral reason.

4. **Administrative**. The participant has natural reasons occur outside of their control (for example, when a case is dismissed, or it is driven by an administrative decision and not a personal decision by the participant).

MEDICAL INSURANCE

To be accepted into Drug Court, the individual must agree to apply for the Oregon Health Plan or have private insurance. The participant shall maintain insurance coverage throughout their entire time in Drug Court. If the participant is uninsured or has inadequate insurance, any substance testing, or treatment costs will be billed to and paid for by the Drug Court Grant.

MEDICATION ASSISTED TREATMENT AND OTHER PRESCRIBED MEDICATIONS

Medication Assisted Treatment (MAT) uses specific medications to help people with SUDs establish and maintain sobriety. Combined with treatment, MAT can help manage drug cravings and withdrawals and reduce relapse risk. Participants in Drug Court will be allowed to utilize MAT if approval is given from their treatment provider and then prescribed and monitored by a licensed medical professional.

If the participant receives any type of prescription medication, they must agree to take it as directed by the prescribing physician and not alter or change the dosage in any way without the physician's consent. Instead of narcotic medications, participants are encouraged to ask medical providers for a safe, equally effective, non-narcotic alternative. In the case of an emergency, the participant will notify the treatment provider as soon as possible. The participant must disclose to any medical doctor that they have a SUD.

For both MAT and other prescribed medications, participants must supply a copy of their prescription to their treatment provider and probation officer. Participants must also sign an ROI with their MAT provider or any medical professional prescribing medications immediately upon beginning treatment. The MAT, or prescription, will be tested for and will be monitored by the participant's primary treatment agency.

The use of medical marijuana or TCH products are not allowed for participants while in Drug Court.

USE OF OVER-THE-COUNTER MEDICATIONS

The Team wants to support the participant's recovery, and over-the counter medication can be dangerous. The participant needs to read all labels carefully and only use medicine that is alcohol-free. They also must carefully follow medication directions and discuss any concerns with their doctor, pharmacist, or treatment provider. Any misuse of any type of prescribed or over-the-counter medication is considered a violation.

To prevent false positives on substance tests or potential negative reactions, the treatment provider must be informed when a participant is taking any over-the counter medicine (except vitamins or non-narcotic pain relievers such as regular Tylenol, Advil, or Ibuprofen).

All participants must have a valid reason for taking over-the counter medicine. The most common over-the counter medication is cold or flu medicine. Only the following are allowed:

- Alka-Seltzer Plus **Day**
- Theraflu Multi-Symptom- Severe Cold with Lipton Flavors
- **Day** Quil and **Day** Quil Severe Cold and Flu
- Walgreen Severe Cold and Flu **Daytime** Liquid

SUBSTANCE TESTING

Substance testing, also called a UA (short for urinalysis) is a tool that can help detect illicit drug or alcohol use by the participant, but it can also be used for positive reinforcement recognizing participants who did not use those substances. At least twice a week, Monday through Saturday, including holidays, participants will provide a random sample. Each program phase is assigned a color. The participant will call the testing hotline daily by 8:00 a.m. to find out which color is required to submit a sample that day. When their color is called, the participant must report to their treatment location by the required time. The judge or a probation officer may also request a drug test at any time.

All substance tests will be observed by the same-gender or same-sex treatment staff member or probation officer. If a same-gender or same-sex sample collector is not available, then the participant will provide a mouth swab, but this needs to be approved by the program manager or a treatment program supervisor.

To guarantee the integrity of specimens and validity of test results, the sample collectors are trained and experienced in correct collection methods, how to identify an attempt to tamper with a test specimen, and proper chain of custody procedure. This includes proper labeling and security measures to provide confidence that specimen belongs to the participant named on the documentation and that it was transported and stored according to laboratory protocols.

Substance tests will be checked by an accredited laboratory that uses state-of-the art machines and has extensive quality assurance protocols. In addition to illegal narcotics or alcohol, the laboratory will screen for any prescription drugs the participant may be taking. New substances are constantly being introduced into the community, and treatment providers will confer with the lab on a consistent basis to assure that the appropriate products are being tested for.

If a sample tests positive for a non-prescribed substance, a confirmation test will always be conducted by the laboratory with a different scientific method to nearly eliminate the chance of a false positive test.

Depending on the kind of specimen being tested, confirmation tests are carried out using either gas chromatography-mass spectrometry (GC-MS) or liquid chromatography-mass spectrometry (LC-MS).

Prior to Drug Court entry, the participant will sign a Substance Testing and Abstinence Contract. This contract states, among other things, that the participant is aware that they may not consume or use any product, food or supplement that is known to cause a positive test and cannot consume or handle anything containing alcohol including some hygiene products and foods. It is also noted that excuses such as incidental consumption or passive inhalation will not excuse a positive test and that it is their responsibility as to what goes into their body. Additionally, the participant will also need to be mindful of how much water or other fluids they are consuming, as dilute substance tests cause a test to be invalid and may be considered as an attempt to alter the testing process.

The Team can recommend a sanction if the participant consumes any substance which results in a positive or diluted sample. Missed tests, adulterated tests, diluted samples after the first dilute recorded, or tests revealing substance use will result in a behavioral response.

Substance Testing Reporting Protocol

Treatment providers will check their substance testing system daily and input pending and completed substance tests into TCMS. They will also check their system every Tuesday before 8:30 a.m. to verify there are not any last-minute results that need to be addressed in Drug Court for the week. If a positive substance test result is received, the treatment provider will immediately notify the program manager and the probation officer of the situation. Within 24 hours a copy of the test result will be inputted into TCMS.

Integrated Case Plans

Drug Court encourages recovery by having each participant create their own recovery goals and assists them in creating an Integrated Case Plan. These plans aim to coordinate resources to avoid duplication of services, help identify barriers and navigate challenges.

The program manager will meet with the participant and their peer at the end of Phase 1 to develop their 1st Integrated Case Plan. Using their previously completed evaluations and tools (Recovery Capital Worksheet LS/CMI or WRNA, ASAM, SUD treatment plan, initial program interview), they will compile a list of areas identified as needing development. Guided by the peer and the program manager, the participant will choose three goals for them to achieve or work on in Phases 2 and 3. As the participant advances through Phases 2 and 3, the Team will continue to monitor the progress towards the goals.

At the end of Phase 3, a second Integrated Case Plan Worksheet will be created by the participant, program manager, peer, and probation officer. The participant will pick three new goals to incorporate into Phases 4 and 5. As the participant advances through Phases 4 and 5, the Team will continue to monitor the progress towards the goals.

To make the Integrated Case Plan worksheets easily accessible to the entire Team, these documents will be entered into TCMS.

PHASE REQUIREMENTS

Drug Court participants advance through five phases of the program that focus on individualized treatment, skill building, and life goals. These phases give individuals the framework, education, and support to address their needs in a manageable and safe sequence.

After Phase 1, all phase requirements must be met for that week for it to be deemed compliant and count towards phase completion. Phase advancements are coordinated by the program manager in collaboration with the Team. The phase structure is as follows.

Phase One- Stabilization and Orientation. The overall goal of this phase is for successful program entry, crisis intervention and stabilization, comprehensive assessments, and begin to show up. The minimum time in this phase is 2 weeks if the participant is returning after successful completion of a residential program; if not, it is 4 weeks. Phase 1 requirements are:

- Appear in Drug Court every week on Tuesday at 10:00 a.m. in Courtroom 305.
- Meet with the probation officer every week.
- Complete the LS/CMI or WRNA if not already done.
- Provide a substance test every time blue is called on the testing hotline. This could be on Monday through Saturday, including holidays.
- Complete an ASAM if not already done.
- Follow treatment recommendations, to include at a minimum:
  - Attend 1 individual SUD treatment session once per week.
  - 2 minimum contact hours total per week.
  - Connect with a peer.
  - If recommended for mental health treatment, attend any assessments or appointments.
- Take medications as prescribed.
- Have safe and stable transitional or independent housing.
- Create the 1st Integrated Case Plan Worksheet.
- Phase up occurs when the participant has:
  - 3 consecutive substance-free substance tests.
  - 2 consecutive weeks of treatment attendance.

- Stabilization of basic needs (homelessness, detox, phone, medical care, food transportation).
- A basic understanding of the program, interactions with the Team and an understanding of their roles.

Phase Two- Psychosocial Stabilization. The overall goal of this phase is establishing a treatment routine, participating in treatment regularly, and achieving clinical stability. The minimum time in this phase is 8 weeks. Phase 2 requirements are:

- Appear in Drug Court every week on Tuesday at 10:00 a.m. in Courtroom 305.
- Meet with the probation officer every week.
- Provide a substance test every time green is called on the testing hotline. This could be on Monday through Saturday, including holidays.
- Follow treatment recommendations, to include at a minimum:
  - Attend 1 individual SUD treatment session once per week.
  - Attend 2 SUD groups per week.
  - Have a minimum of 9 contact hours total.
  - Engage in peer support.
  - If recommended for mental health treatment, attend any assessments or appointments.
- Take medications as prescribed.
- Have safe and stable transitional or independent housing.
- Attend 2 community support meetings per week.
- Follow and progress with the 1st Integrated Case Plan.
- Phase promotion occurs when the participant has:
  - Completed all outstanding responses or sanctions.
  - 30 consecutive days of verifiable abstinence.
  - A working therapeutic alliance with at least one Team member.
  - Clinical stability and is no longer experiencing debilitating symptoms.

Phase Three- Prosocial Habilitation: People, Places, and Thinking. The overall goal of this phase is to use skills, engage in treatment, increase prosocial routines and activities, and build recovery capital. The minimum time in this phase is 13 weeks. Phase 3 requirements are:

- Appear in Drug Court every other week on Tuesday at 10:00 a.m. in Courtroom 305.
- Meet with the probation officer every other week.
- Provide a substance test every time blue is called on the testing hotline. This could be on Monday through Saturday, including holidays.
- Follow Treatment recommendations, including at a minimum:
  - Attend 1 individual SUD treatment session every other week.
  - Attend 2 SUD groups per week.
  - Have a minimum of 6 contact hours total.
  - Engage in peer support.

    - If recommended for mental health treatment, attend any assessments or appointments.
- Engage in criminal thinking and life skills classes.
- Engage in the CBI class.
- Engage in the parenting class.
- Attend the financial class.
- Take medications as prescribed.
- Have safe and stable transitional or independent housing.
- Begin applying for jobs and meet with the Employment Department for support if needed.
- Attend the Skills That Pay the Bills Class with WorkSource Oregon as directed.
- Attend 2 community support meetings per week.
- Complete the 1st Integrated Case Plan Worksheet.
- Create the 2nd Integrated Case Plan Worksheet.
- Make an appointment to meet with the Drug Court defense attorney.
- Engage in pro-social activities; choose positive peers and focus on growing a support network, attain a sponsor or mentor outside of the Team.
- Phase promotion occurs when the participant has:
    - Complete all outstanding responses or sanctions.
    - 30 consecutive days of verifiable abstinence.
    - A prosocial routine that avoids adverse peers and actively seeks out prosocial persons and activities.
    - Engaged in treatment and a demonstrated use of skills learned in treatment.
    - Demonstrated abstinence efforts to avoid people, places where substance use is likely to occur.

Phase Four- Life skills. The overall goal of this phase is to learn life skills, engage in an adaptive role, and start early remission. The minimum time in this phase is 18 weeks. Phase 4 requirements are:

- Appear in Drug Court every 4 weeks on Tuesday at 11:00 a.m. in Courtroom 305.
- Meet with the probation officer every 4 weeks.
    - Provide a substance test every time blue is called on the testing hotline. This could be on a Monday through Saturday, including holidays.
- Follow Treatment recommendations, including at a minimum:
    - Attend 1 individual SUD treatment session every other week.
    - Attend 1 group per week.
    - Have a minimum of 6 contact hours total.
    - Engage in peer support.
    - If recommended for mental health treatment, attend any assessments or appointments.
- Engage in criminal thinking and life skills classes.
- Complete the CBI class.
- Complete the parenting class.

- Attend the financial class.
- Complete the Victim's Impact Pannel.
- If needed, start attending GED Classes or studying for a GED.
- Take medications as prescribed.
- Have safe and stable transitional or independent housing.
- Be employed or in school for a minimum of 32 hours per week or be on Social Security.
- Attend 2 community support meetings per week.
- Follow and progress with the 2nd Integrated Case Plan.
- Engage in pro-social activities; choose positive peers and focus on growing a support network, attain a sponsor or mentor outside of the Team.
- Phase promotion occurs when the participant has:
    - Complete all outstanding responses or sanctions.
    - 90 consecutive days of verifiable abstinence.
    - Begun preparations for life after the program.

Phase Five- Recovery Management and Self-Directed Lives. The overall goal in this phase is for the participant to begin planning their life after the program, maintaining abstinence, and building and managing recovery capital. The minimum time in this phase is 18 weeks. Phase 5 requirements are:

- Appear in Drug Court every 4 weeks on Tuesday at 11:00 a.m. in Courtroom 305.
- Meet with the probation officer every 4 weeks.
- Provide a substance test every time orange is called on the testing hotline. This could be on Monday through Saturday, including holidays.
- Follow Treatment recommendations, including at a minimum:
    - Attend 1 individual SUD treatment session every 4 weeks.
    - Have a minimum of 2 contact hours total.
    - Engage in peer support.
    - If recommended for mental health treatment, attend any assessments or appointments.
- Take medications as prescribed.
- Have safe and stable transitional or independent housing.
- Be employed or in school for a minimum of 32 hours per week or be on Social Security.
- Attend 2 community support meetings per week.
- Follow and progress with the 2nd Integrated Case Plan.
- Attend 1 Alumni Meeting.
- Attend 1 pro-social abstinence-based event (in addition to the required Alumni Meeting) every 4 weeks.
- Engage in pro-social activities; choose positive peers and focus on growing a support network, attain a sponsor or mentor outside of the Team.
- Graduation occurs when the participant has:

- Completed all outstanding responses or sanctions.
- Participated in Drug Court for 18 months.
- Obtained a GED or High School diploma.
- Completed the 2nd Integrated Case Plan Worksheet
- 120 consecutive days of verifiable abstinence.
- Participation in recovery-management activities, including the active peer support community, and engages regularly with those who provide relevant, informed advice, empathy, support, and companionship.
- Paid restitution or have a court approved payment plan, paid any rent due to transitional living.
- Paid the $100 program fee.
- Complete the Graduation Application.
- Complete the Relapse Prevention Workbook.
- Complete the Exit Survey given to them by the program manager.

After graduation the participant will remain on supervised probation and have a review with the Team and the Judge three months after graduation.

PROGRAM FEE

The fee to participate in Drug Court is $100 and is paid at the Probation Office. These fees are solely used for program and participant supports. The fee can be made in payments or in one transaction but must be paid in full before graduation. If a participant has an inability to pay, they can request that this requirement be waived by contacting the program manager.

FUNDING

The Drug Court program is sustained through several different funding sources.

1. **Grant Funding.** The program manager will partner with Lincoln County Community Justice to apply to local, state, and federal grants as necessary to fund program operations. Lincoln County is utilized as the fiscal agent. The main source of funding is the Criminal Justice Commission (CJC) Treatment Court Grant, which will be sought for every two years. Federal and local grants may be applied for to supplement the areas of Drug Court that are not funded by the CJC Treatment Court Grant.

2. **Donations.** The Lincoln County Treatment Court receives financial or tangible item donations from several different sources, including the Alumni Association.
3. **In-Kind Contributions.** Countless community partners, including the Lincoln County Circuit Court,

donate staff time, supplies, facilities, and resources for the benefit of the program.

4. **Program Fees.** The funds earned from program fees are solely used for Drug Court and participant supports.

CASE MANAGEMENT SYSTEM

The Drug Court utilizes the Treatment Court Case Management System (TCMS) to collect and monitor participant data. This enables Oregon Treatment Courts to access a standardized, automated tool for data collection. This system allows the Team to produce consistent and reliable outcome data related to program effectiveness to ensure accountability to funders, multiple stakeholders, and community partners.

TCMS locally enables Team members to collaborate and input information about a potential or current participant's demographics, drug use history, criminal history, treatment history, mental health and medical history, field visits conducted, treatment attendance, substance tests provided and results, employment, housing, children information, and general program compliance. The CJC will access deidentified data for statistical data reporting.

All Team members will request access to TCMS by completing a TCMS User Access Agreement form and submitting it to the program manager. The program manager is the program expert in TCMS and is the primary local trainer. The Trial Court Administrator and program manager may terminate access if a user has violated the User Access Agreement, if the user is no longer on the Team, and for any other reason deemed necessary.

CONFIDENTIALITY AND RELEASE OF INFORMATION

1. **Files.** All Drug Court files and paper documents that are not subject to public disclosure are kept and maintained separate from the court's files by the program manager and clerk and secured in their office. Upon leaving the program, the file will remain confidential, but the official public court file for the case shall receive a copy of the appropriate order or certificate for record. Nothing in this section shall preclude the review of the files for data collection and monitoring of the program. Any document that would normally be in the public criminal file, will continue to be filed publicly.

2. **Team Meetings and Staffing Sessions.** Attendance at Staffing is limited to only Team members or agencies listed on the ROI. Each Team member attending the Staffing must sign a Lincoln County Treatment Court Confidentiality Statement Form before attendance at the meeting. All matters discussed during the Team Staffing are confidential and may be discussed outside of them as

necessary to facilitate treatment or compliance with the program.

3. **Confidentiality of Participant Information.** Any information regarding Drug Court participants is bound by Part 2 of Title 42 of the Code of Federal Regulations and ORS 179-505. This governs the confidentiality of substance use patient records, and the Health Insurance Portability and Accountability Act (HIPAA), which protects sensitive patient health information from being disclosed without the individual's consent or knowledge. It is imperative that the protected information is maintained to the greatest extent possible.

4. **Release of Information (ROI).** As part of the referral process and before an individual is considered for Drug Court, they must sign an Oregon Treatment Court Consent for the Release of Confidential Information as defined in Part 2 of Title 42 of the Code of Federal Regulations and ORS 179-505. This document provides the individual with detailed information about their rights and protections, what information will be disclosed and which agencies or individuals it could be disclosed to, how their information may be used, and the process to revoke the disclosure. Once the form is signed, information can be disclosed with any of the community partners listed on the document during Drug Court Sessions, Team Staffing, and during other communications regarding Drug Court. The ROI also includes a section where the participant can allow the program manager to send and receive text messages related to the program. An Amended Release of Information may be required as new Team members or community partners join the program.

PROGRAM EVALUATION

The program manager oversees evaluation of the Drug Court with the support of the Team to collect and review data to monitor participant progress, engage in a process of continuous quality improvement, and evaluate outcomes using scientifically reliable and valid procedures. The program is constantly re-evaluated to assure that the appropriate demographics are being served through various avenues to monitor and assure adherence with the Adult Oregon Specialty Court Standards and the Adult Drug Court Best Practices. The program collects and reviews data to improve policies and practices in addition to monitoring the strengths and limitations of various service components.

1. **Professional Program and Peer Reviews**. The Drug Court will always welcome reviews or audits performed by the CJC or the Oregon Judicial Department. This program will also participate in any reviews conducted by professional organizations through training resources.

2. **Participant Surveys**. Throughout their time in the program, participants will be given various surveys designed to empowering their voices by providing feedback on every facet of their Drug Court experience.

A. Every six months, a survey is sent to all participants using Survey Monkey for anonymous responses. These questions address how they feel about the Team, the quality of treatment they received, suggestions regarding various aspects of the program, and what the Team can do to help support the participant with any cultural, racial, ethnic, or gender-based treatment or considerations. At the next Policy Meeting the findings are shared.

B. Participants are given an exit survey before they graduate. The results are shared annually at the first Policy Meeting.

3. **Equity Monitoring**. The program manager will continuously track program referral, admission, and completion rates for all races, ethnicities, sexes, gender identities, age, and sexual orientation using the Oregon Judicial Department Data Dashboard and other documentation. To address the needs of underserved groups, the Team will examine the results and make the necessary changes to the program's participant recruitment, policies, or procedures. Additionally, the Drug Court actively seeks out members of marginalized cultural groups when opportunities present themselves.

DRUG COURT POLICY COMMITTEE

The Drug Court Policy Committee (Policy Committee) is comprised of members of the Drug Court Team and management-level personnel from Team agencies. The Policy Committee convenes every quarter. Its goal includes developing and reviewing policies to ensure compliance with the Drug Court Standards and grant funding requirements, as well as budget reviews of current funding and impacts. The Policy Committee also monitors the program objectives and implements needed programmatic changes. Additionally, it examines statistics on referrals, acceptance, and completion rates, as well as participant surveys.

LINCOLN COUNTY TREATMENT COURT ADVISORY COMMITTEE

The Advisory Committee of the Lincoln County Treatment Court are comprised of both public and private community and governmental agencies and convenes every six months. Its goal is to involve the community in the Lincoln County Treatment Courts to help provide guidance, identify service gaps, and offer direction to all Treatment court programs.

At the meetings, members share updates on their agencies and identify how to help participants connect community, human, and financial resources within the community. They also participate in outreach efforts to engage new services in the programs. Representatives from the Lincoln County Treatment Court Alumni Association and Lincoln County Justice Equity, Diversity, and Inclusion Team will be in attendance and discuss on their efforts, including training and fundraising.

Lincoln County Treatment Court Alumni Association

The Lincoln County Alumni Association has a goal of supporting graduates, current participants, and the recovery community. They will work hard to empower individuals beyond their journey in Treatment Courts by fostering a supportive community where graduates can continue to thrive and inspire positive change.

Through ongoing connection, resources, and opportunities, the Alumni Association will dedicate their work to build resilience, wellness, and a greater collective impact. They welcome all graduates to their meetings on the last Wednesday of the month at 6:30 pm at the Reconnections Annex in Newport.

See Appendix A for the complete Alumni Association Handbook.

Lincoln County Treatment Court Justice, Equity, Diversity, and Inclusion Team

The Lincoln County Treatment Court Justice, Equity, Diversity, and Inclusion Team (JEDI) meet monthly. Members of the JEDI are Team members, community partners, and graduates of Treatment Courts. They all are passionate about creating a more belonging treatment court, and every member offers a unique perspective.

The JEDI's goal is to weave principles of justice, equity, diversity, and inclusion into the Lincoln County Treatment Court programs through education, empowerment, engagement, and outreach to achieve a more equitable, diverse, and inclusive experience for the participants and the community. The JEDI Team serves as an advisory body to the Lincoln County Treatment Court programs and will provide research, education, recommendations, and policy guidance to leadership.

See Appendix B for the complete JEDI Charter.

Memorandum of Understanding

The agreement between the Lincoln County Drug Court and agencies providing treatment and other services to Drug Court participants.

See Appendix C for the complete Memorandum of Understanding.

SUPPLEMENTAL PROGRAM DOCUMENT-
APPENDIX A: ALUMNI ASSOCIATION POLICY HANDBOOK

LINCOLN COUNTY SPECIALTY COURT

ALUMNI ASSOCIATION POLICY HANDBOOK

A COLLABORATION OF THE ALUMNI OF THE LINCOLN COUNTY SPECIALTY COURTS AND THE SPECIALTY COURT TEAM

TABLE OF CONTENTS

1. MISSION STATEMENT ..... PAGE 2
2. GENERAL PURPOSE OF THE ASSOCIATION ..... PAGE 2
3. ASSOCIATION GOALS ..... PAGE 2
4. GOVERNANCE AND OVERSIGHT ..... PAGE 2
5. ASSOCIATION MEMBERSHIP CRITERIA ..... PAGE 3
6. MEETINGS AND EXPECTATIONS ..... PAGE 3
7. STATEMENT REGARDING SUBSTANCE USE ..... PAGE 3
8. ASSOCIATION OFFICERS ..... PAGE 3
    A. ELIGIBILITY GUIDELINES FOR OFFICERS ..... PAGE 3
    B. ROLES OF THE ASSOCIATION OFFICERS ..... PAGE 4
9. ELECTIONS OF OFFICERS ..... PAGE 4
10. COMMUNICATION WITHIN THE ASSOCIATION ..... PAGE 4
11. FORM: ALUMNI ASSOCIATION MEMBER AGREEMENT ..... PAGE 5

1. Mission Statement

The Lincoln County Alumni Association will empower individuals beyond their journey in Specialty Courts by fostering a supportive community where graduates can continue to thrive and inspire positive change. Through ongoing connection, resources, and opportunities, the Alumni Association will support graduates, current participants, and the recovery community by dedicating their work to build resilience, wellness, and a greater collective impact.

2. General Purpose of the Association

The Alumni Association has a goal of supporting graduates, current participants, and the recovery community.

3. Association Goals

A. Keeping connected with other Alumni, provide, and receive sober support, and build relationships.
B. Organize activities for Alumni and participants by providing sober pro-social fun activities to reinforce connections and the idea that individuals can have a good time without drugs or alcohol.
C. Be a continued support to current participants by attending court hearings and graduations to show them that staying connected is an option.
D. Help promote and support Specialty Courts by telling success stories within the community.
E. Fundraising for the Alumni Association and Specialty Courts.

4. Governance and Oversight

The Lincoln County Specialty Court Team provides oversight of the Alumni Association and may set guidelines to provide structure and support their mission. In addition, the Specialty Court Program Manager will offer guidance, administrative support, and may attend monthly meetings as necessary to provide cohesion among the Alumni Association.

5. Association Membership Criteria

A. Have graduated from a Lincoln County Specialty Court.
B. Have a positive attitude towards Specialty Courts. Agree that these programs are an opportunity and not a negative consequence.
C. During Alumni Association meetings have honesty and integrity. Respect each other. Meetings are confidential and in a safe place.
D. At their first meeting, Alumni agree to sign the Alumni Association Membership Agreement.

6. Meeting Expectations

Alumni Association meetings are held on the last Wednesday of every month at the Reconnections Annex starting at 6:30pm. Subcommittee meetings are held separately and will be determined by the specific subcommittee Chair.

Meetings are a judgment free zone. All members go to the meetings for the same reason of connecting with other Alumni and to get support. If the expectations are violated, then the following process will occur:

- First time: Warned of inappropriate behavior by Association leadership.
- Second time: The person is asked to leave until the Association decides they can return, the individual has shown accountability and agrees that it will not happen again.

Past and current Specialty Court participant information is bound by Part 2 of Title 42 of the Code of Federal Regulations and ORS 179-505. This governs the confidentially of substance use patient records and the Health Insurance Portability and Accountability Act (HIPAA). This protects sensitive patient health information from being disclosed without the individual's consent or knowledge. An individual's information will not be discussed, and it is crucial that information is protected to the greatest extent possible.

7. Statement Regarding Substance Use

Under no circumstance will a member that is visibly intoxicated be allowed to attend an Association meeting, event, activity, or fundraiser. If someone is showing signs of impairment, the Alumni Association leadership will address it.

8. Association Officers

The Alumni Association is governed by peer leadership using recovery-centered principles. The elected members provide guidance and structure which is necessary to carry out the mission and goals of the Alumni Association.

Eligibility Guidelines for Officers:

A. Minimum 2 years of sobriety
B. Must be graduated from a Specialty Court more than 90 days prior to the election.
C. Agree to provide a random substance test upon request of the Specialty Court Team or other Alumni Officers.
D. Expected to attend all meetings.
E. President and/or Vice President will attend the Advisory Committee and at least some JEDI meetings.
F. Committed to collaboration and the Alumni Association and Specialty Court's continued success.
G. Have an ability and capacity to articulate where they are on their journey, their goals, what changes they have made, and what they have achieved.

H. Agree to participate in trainings when appropriate and available. Trainings could include the topics of ethics, confidentiality, peer engagement, de-escalation strategies, and the Principles of Core Competencies by SAMSHA.
I. Agree to not engage in new romantic, or intimate relationships with current Specialty Court participants.
J. Exceptions to the Guidelines are open for vote.

ROLES OF THE ASSOCIATION OFFICERS:

A. President- Provides general supervision of the Alumni Association. They run the monthly meetings according to an Agenda, help facilitate conversations and provide direction and control of business and affairs. They also assist in the coordination of major Alumni events. In addition, the President is a member of the Lincoln County Specialty Court Advisory Committee and attends other Specialty Court meetings as requested.
B. Vice President- Performs or assists the President in their duties. They also support in the coordination of major Alumni events.
C. Treasurer- Receive and safely allocate all funding. All amounts collected shall be deposited within 3 business days in the designated account. All disbursements shall be approved by the Alumni Officers and noted in meeting minutes. The treasurer will prepare monthly financial reports for the Alumni Association.
D. Secretary- Keep a full and complete record of Alumni Association meetings including attendance. Administers ballots during elections, count ballots, and announce results. Provide reports to the Specialty Court Program Manager.
E. Activities Coordinator and Fundraising Coordinator- Organize events for Alumni and help the Program Manager with events for participants as needed. Fundraise for the Specialty Courts and the Alumni Association. This position will also manage the Alumni Association Facebook Page.

9. ELECTIONS FOR ASSOCIATION OFFICERS

Elections will be held annually in May. The term of service is for 1 year from June to June. Elections will be completed by a secret write in ballot conducted during the May meeting. Ballots will be counted by the current Secretary who will also announce the results. A simple majority vote will result in an elected position. A tie vote will require a revote for the position which resulted in a tie.

10. COMMUNICATION WITHIN THE ASSOCIATION

Most communication will be done on the Alumni Association Facebook group (LC AlumniAssociation) or by email (LCAlumniAssoc@gmail.com).

Lincoln County Specialty Court

Alumni Association Member Agreement

The Alumni Association Goal is to support graduates, current participants, and the recovery community. We will do this specifically by:

- Keeping connected with other Alumni to provide, and receive sober support, and build relationships.
- Organize activities for Alumni and participants by providing sober pro-social fun activities to reinforce connections and the idea that individuals can have a good time without drugs or alcohol.
- Be a continued support to current participants by attending court hearings and graduations to show them that staying connected is an option.
- Help promote and support Specialty Courts by telling success stories within the community.
- Fundraising for the Alumni Association and Specialty Courts.

Association Membership criteria:

- Have graduated from a Lincoln County Specialty Court.
- Have a positive attitude towards Specialty Courts. Agree that they are an opportunity and not a negative consequence.
- During Association meetings have honesty and integrity. Respect each other. Meetings are confidential and in a safe place.

Expectations of Alumni and at Alumni Association meetings:

- Meetings are a judgment free zone. Everyone goes to the meetings for the same reason of connecting with other Alumni and to get support.
- The process to be followed if violating the expectations take place is:
    - 1st time: Warned of inappropriate behavior by Association leadership.

- 2nd time: The person is asked to leave until the Association decides they can return, the individual has accountability, and agrees that it won't happen again.

- Past and current Specialty Court participant information is bound by Part 2 of Title 42 of the Code of Federal Regulations and ORS 179-505. This governs the confidentially of substance use patient records and the Health Insurance Portability and Accountability Act (HIPAA). This protects sensitive patient health information from being disclosed without the individual's consent or knowledge. An individual's information will not be discussed, and it is crucial that information is protected to the greatest extent possible.

Statement Regarding Substance Use: Please do not show up if you are showing signs of impairment. Under no circumstance will a member be visibly intoxicated and allowed to attend an Association meeting, event, activity, or fundraiser. If someone is showing signs of impairment, please don't confront them but instead tell Association leadership and they will address it.

Communication within the Association: Most communication will be done on the Alumni Association Facebook group (LC AlumniAssociation) or by email (LCAlumniAssoc@gmail.com).

Please check one of the following:

- ❑ I give consent for my picture to be used in materials published by the Alumni Association.
- ❑ I **DO NOT** give consent for my picture to be used by the Alumni Association.

I _____ (print name) submit and accept this Agreement to be a Member of the Lincoln County Specialty Court Alumni Association. I will follow the criteria, expectations, and the information listed above on this Agreement.

Signature: _____

Phone number: _____ Email address: _____

SUPPLEMENTAL PROGRAM DOCUMENT-
APPENDIX B: JEDI CHARTER

Lincoln County Treatment Court JEDI Team Charter

A. Purpose

This charter establishes the Lincoln County Treatment Court's Justice, Equity, Diversity, and Inclusion Team (JEDI Team), and sets forth its vision to achieve a more equitable, diverse, and inclusive experience for the participants and our community.

B. Vision

The Lincoln County Treatment Court's JEDI Team vision is to weave the principles of justice, equity, diversity, and inclusion into the Lincoln County Treatment Court programs through education, empowerment, engagement, and outreach to achieve a more equitable, diverse, and inclusive experience for the participants and our community.

C. Mission

The JEDI Team works to integrate best practices for justice, equity, diversity, and inclusion into the Lincoln County Treatment Courts, policies, and programs. The JEDI Team serves as an advisory body to the Lincoln County Treatment Court programs and will provide research, education, recommendations, and policy guidance to leadership as outlined in the JEDI Team Charter.

D. Core Values

The JEDI Team sets forth the following as core beliefs and foundational concepts for its work (in no particular order):

1. Everyone in the Lincoln County Treatment Court Programs deserve to feel that they are part of a safe and inclusive program that embraces differences.
2. Recognize that racism and other forms of bias and discrimination are present and incorporated into institutional and systemic policies and actions.
3. Be comfortable in our discomfort and support a safe environment for difficult conversations.
4. Amplify the voices and messages of those from historically marginalized and oppressed communities.
5. Speak up to confront beliefs, behaviors, or actions that are biased and oppressive.

E. Team Membership

1. The JEDI Team will have no fewer than 5 and no more than 14 members.

2. Members will be individuals that are invested in the success of Treatment Courts and are invested and passionate about justice, equity, diversity, and inclusion. They will be solicited from community partners, individuals with Treatment Court experience, and past participants.
3. After the initial establishment period, membership will be open every July to community partners who are committed to justice, equity, diversity, and inclusion and who will actively participate in the mission, vision, and objectives of the Team. Individuals who are interested in participating will obtain their agencies approval, complete an application, and submit the application to the Co-Chairs. The Team will review and recommend applicants to the Presiding Judge for final approval.
4. Members will serve a 12-month term on the Team with alternating years of service. Members who have already served a term may request to continue to serve for one additional term without reapplying. Such requests will be considered in the light of the members' expertise, contributions, and commitment.

F. Team Roles and Responsibilities

1. Team members are expected to:
    a. JEDI Team Members will practice, uphold, and incorporate the Core Values in their everyday lives.
    b. Have regular meeting attendance or communicate with one of the Co-Chairs if a member is unable to attend.
        ii. If a member does not attend a meeting, then it is expected that they will review information or documentation provided before the next meeting, so they are up to date.
    b. Give timely response to requests for information or assistance.
    c. Be subject matter experts in support of the JEDI Team efforts.
    d. Help provide research or written guidance regarding Team trainings, policy, and program updates.
    e. Provide support for Team activities (events or other subcommittee activities).
    f. Communication to their respective agencies or to the community in general about the objectives and upcoming activities of the JEDI Team.
2. Meeting discussions shall be inclusive, respectful, and collegial. A consensus vote will be taken, and recommendations will advance based on a majority of opinion.
3. Co-Chairs will facilitate the JEDI Team:
    a. Co-Chairs will be elected by members of the Team.
    b. Co-Chairs will serve a 24-month term with varying terms starting every other year.
    c. Co-Chairs will schedule meetings, prepare the meeting agenda, facilitate meetings, and serve as Team spokespersons to Treatment Court Judges and Trial Court Administrator.

d. Co-Chairs will ensure consistent and timely meeting documentation and meeting note distribution. Meeting notes will be made available to all Team members, the Treatment Court Judges, and the Trial Court Administrator.

4. Subcommittees
    a. The JEDI Team members may establish subcommittees to advance projects.

G. Objectives of the JEDI Team:

The Team will develop a work plan that addresses the below objectives.

1. Empowerment: Addressing participant concerns when they feel un-safe, harassed, or unsupported and encouraging participants to give them a voice to advocate for their own needs, recognizing and building on their own strength.
2. Training: Attend and sponsor trainings that foster a more diverse, equitable, and inclusive culture for the participants and our community.
3. Outreach: Provide community outreach to educate the community on Justice, Equity, Diversity, and Inclusion, and on Treatment Courts overall.
4. Review Policy's and Documents: Regularly review the Lincoln County Treatment Court Programs tools, policies, and practices to pro-actively make recommendations for changes that implement nondiscrimination toward all prospective, current, and future participants.

H. Goals of the JEDI Team:

The Team will develop a work plan that addresses the below goals.

1. Justice: Empower participants to safely advocate for their own needs within the Justice System.
2. Equity: Increase program referrals of Black, Indigenous, and People of Color (BIPOC) individuals by 5% by July 2024.
3. Diversity: Hold annual diversity education sponsored by the JEDI Team for the community, have a word of the month for community partners to challenge them to replace 1 word per month in their vocabulary, and share continuing educational materials.
4. Inclusion: Track any marginalized groups during referral process from now until July 2024.

I. Charter Review

The Charter will be reviewed by the Team members at the beginning of each biennium and revised if needed. Any Charter revisions will be reviewed and recommended to amendment to the Co-Chairs or by a majority vote.

SUPPLEMENTAL PROGRAM DOCUMENT-
APPENDIX C: MEMORANDUM OF UNDERSTANDING

Approved by Lincoln County Order #06-25-253

Lincoln County Drug Court
Memorandum of Understanding
Between:

Oregon Judicial Department on behalf of its Lincoln County Court
Confederated Tribes of Siletz Indians
Lincoln County Board of Commissioners
Lincoln County Community Justice
Lincoln County District Attorney
Lincoln County Health & Human Services, Behavioral Health
Lincoln County Sheriff
Oregon Coast Defenders
Oregon Department of Human Services
Phoenix Wellness Center
Reconnections Counseling

Purpose
This Memorandum of Understanding (MOU) affirms the mutual support that each key stakeholder agency or organization will provide for the Lincoln County Drug Court.

The mission, goals, and objectives of the Lincoln County Drug Court are as follows.

Mission Statement
The Lincoln County Drug Court is committed to supporting individuals with Substance Use Disorders overcome barriers and foster positive, lasting change to enhance their overall wellbeing. The program aims to empower participants by providing them with trauma-informed, culturally sensitive, and non-stigmatizing services though collaboration between the justice system and local community partners.

Program Goals
The Lincoln County Drug Court helps facilitate a process of recovery and substance-free living among program participants by creating positive change in behavior, attitudes, and relationships with others. It also increases public safety by responding immediately and we hold participants accountable for their

behaviors when they are inconsistent with program objectives. When Drug Court participants lead a life free from substance use and become contributing members of the community, the results are improved overall public health and a reduction in crime and public spending.

Objectives

The short-term objective of the Lincoln County Drug Court is to provide effective, evidence-based treatment for individuals in the community with criminal cases and Substance Use Disorders. The program will do this by:

1. Rapidly identifying, accessing, and enrolling participants into Drug Court.
2. Providing enhanced case management, comprehensive treatment, and random substance testing for all participants, and facilitating access to community-based services.
3. Provide evidence-based interventions and comprehensive treatment services for all participants.
4. Consistently and swiftly apply behavior responses for compliance or non-compliance using incentives, therapeutic responses, and sanctions.
5. Utilize the skills and resources of Drug Court Team to cultivate the development of a community-based support system for recovery.

The long-term objectives of the Lincoln County Drug Court are to foster a healthy and sober living environment for participants, which will reduce recidivism, prevent child welfare interventions, and increase recovery capital.

Lincoln County Treatment Court Equity and Inclusion Statement

The Lincoln County Treatment Courts are committed to providing equality, justice, and dignity. We welcome the importance of consistently assessing our operations for policies and procedures that could contribute to disproportionality and disparities among historically marginalized and other underserved groups. Our community partners offer a variety of treatment options which are trauma informed and responsive to various cultures, languages, communities, and abilities. We always welcome feedback from our participants, community members, and community partners.

The stakeholder agencies or organizations support the mission and goals of the Drug Court by:

- Treating all participants and their support systems with respect and dignity.
- Striving to meet the most up-to-date Oregon Specialty Court Standards adopted by the Oregon Criminal Justice Commission, the Adult Drug Court Best Practice Standards Volume 1 & 2, published by AllRise, and Family Treatment Court Best Practices.
- Participating fully as an active team member and partner to ensure the success of treatment court participants. Participating in all Team meetings, helping monitor and review participant

progress and behaviors through weekly staffing meetings and will contribute information for effective incentives and sanctions for program compliance or lack thereof.

- Work as a Team to promote abstinence, address mental health, eliminate child welfare intervention and criminal recidivism, and to provide an alternative to traditional criminal justice system case processing and increase participant accountability.
- Promote self-sufficiency and empower participants to become safe parents and responsible, productive members of the community.
- Understand the effects that trauma has on the participants and their families and utilize trauma informed skills.
- Using the Specialty Court Management System (SCMS) consistently with the agency or organization's role.
- Consistent with Oregon Specialty Court Standards, Component 8-7, utilize the Specialty Court Management System (SCMS) in a manner consistent with their role in Specialty Court.
- Attend all trainings when available and appropriate.
- Attending new team member orientation, training, and meetings as appropriate for level of participation on the team.
- Presenting information and participating in ongoing cross-training to remain knowledgeable about the behavioral health field, drug testing and drug trends, laws, cultural considerations and bias, trauma-informed treatment and service practices, and overall best practices in the treatment court model.
- Contribute to the education of peers, colleagues, the community, and the judiciary in the efficacy of a treatment court.
- Communicating and adhering to non-adversarial, trauma-informed, and culturally humble practices.
- Ensuring that each team member is made aware of the provisions considered in this MOU.

The parties understand that this MOU is not legally binding on them but is designed to reflect an understanding of how they can effectively cooperate as collaborative partners of the treatment court team. Nothing in the MOU restricts a party from exercising independent judgment or discretion given it under applicable statutes, regulations, or other sources.

Lincoln County Circuit Court Commitments and Responsibilities:

- Provide a Judicial Officer with knowledge of treatment court policies and procedures.
- Provide a courtroom and docket schedule for weekly status review hearings.
- Provide a program manager and additional court staff to manage the daily operations of the treatment court effectively.
- Provide leadership in promoting the principles of the treatment court model in the community.

Role of the Drug Court Judicial Officer (Judge): The Judicial Officer's role includes, without limitation, attending staffing meetings, presiding over hearings, offering program leadership, direction in policy development, attendance and leadership at policy and advisory meetings, and engaging in community networking on behalf of the program. Other duties include:

- Maintain the role as the team leader and final, impartial, and independent arbiter while promoting a productive work environment where each Team member practices strength-based collaboration.
- As appropriate, court hearings will include interactions with participants related to their progress, challenges, and behavior responses.
- Convenes regular meetings focused on the programs structure, policies, and procedures with required attendance of team members.

Role of the Program Manager: The program manager oversees and supports the daily operations of the Drug Court, facilitate case coordination and communication, and leads in the continuing and future development of the program and monitoring components. They serve as the primary liaison between the court and the community to ensure program effectiveness and to support participants. Other duties include:

- Providing education about Drug Court.
- Facilitation at pre-court staffing meetings and providing material related to participant progress or the overall program based on best practices.
- Attend Team meetings and court hearings (as determined necessary by the parties), joining other Team members in monitoring and reviewing reports on participant progress and behavior as determined necessary by the parties involved. .
- Identifying of areas for program improvement and enacting strategies to promote equitable access, experiences, and outcomes for all participants.
- Guiding the process to create, update, and compose program policies and procedures, the Memorandum of Understanding, participant handbooks, and other documents.
- Leading the Policy and Advisory Committee meetings.
  Responsibility for record keeping and the accuracy of data entered into SCMS, which monitors participant progress, tracks trends, identifies disparities, and collects the information necessary to evaluate the program.

Role of the Specialty Court Clerk (Clerk). The clerk is responsible for data entry into SCMS and assisting the program manager. Other duties include:

- Tracking participant information, including substance tests performed, sober dates, financial balances owed, community support meetings attended, and the incentives, sanctions, and other court responses that were given.
- Scheduling all court proceedings in SCMS and Odyssey.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior.

Role of the Probation Officer: A probation officer is assigned to support monitoring of participants, be a referral source at the earliest intercept, and support additional community safety monitoring. Other duties include:

- Providing coordinated and comprehensive supervision and case management, which may include as appropriate office, home, and field visits.
- Participating in the development of individual plans for the participant, monitoring progress with SUD and mental health treatment and substance testing, approving residences, and coordinating auxiliary services to provide a strong foundation for the participants.
- Determining an individual's risk in the community by using a gender or sex-specific criminogenic standardized risk and need tool.
- Notifying the Team of participant accomplishments or violations.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior.
- Enter all required SCMS data, including but not limited to drug screens and results, assessment results, individual and group attendance, and any other information pertinent to court requirements before pre-court staffing sessions.

Role of the Substance Use and/or Mental Health Treatment Providers: Treatment providers assess and determine the clinical need of individuals referred to Drug Court. The treatment provider will build a treatment plan, provide a continuum of care for participants, and assist with auxiliary supports. Other duties include:

- Utilizing a valid clinical screening tool to determine the level and extent of a participant's substance dependency and mental health. Then develop an appropriate treatment plan to match their clinical need, provide clinical case management and a continuum of care, and refer for additional services if needed.
- Offering treatment services that are Evidence Based Practices and/or Tribal Best Practices.
- Attend all Team meetings and court hearings, joining other Team members in monitoring and reviewing reports on participant progress and behavior.
- Delivering valuable knowledge, education, consultation, and resources to the Team regarding a SUD and/or mental health diagnosis.

- Report weekly on each participant regarding treatment progress and to advocate for effective application of incentives, responses, and therapeutic adjustments as necessary to advance objectives.
- Enter all required SCMS data, including but not limited to drug screens and results, assessment results, individual and group attendance, and any other information pertinent to court requirements before pre-court staffing sessions.

Role of the Defense Attorney: A defense attorney will be assigned to represent all program clients as their legal advisor. Other duties include:

- Meeting with clients as needed.
- Attend Team meetings and court hearings (as determined necessary by the parties), joining other Team members in monitoring and reviewing reports on participant progress and behavior.

Role of the Prosecuting Attorney: The prosecuting attorney assigned to the treatment court is there to advocate on behalf of public safety and victim interests, hold participants accountable, and share a common goal of successful completion of the program. Other duties include:

- Screen cases for eligible individuals with criminal charges and coordinate with other prosecutors and defense attorneys regarding additional cases.
- Attend Team meetings and court hearings (as determined necessary by the parties), joining other Team members in monitoring and reviewing reports on participant progress and behavior. They balance advocation for the community's position and rights while serving as a non-adversarial Team member discussing effective Team responses.
- Apprising the Team of any new charges the participants may incur while in the program.

Role of the Social Service Specialist with the Oregon Department of Human Services Child Welfare Division (ODHS): For parents with children in ODHS care, the social service specialist develops and manages all aspects of the ODHS case plan that support Drug Court guidelines and expectations. They provide updates directly related to the program to support and encourage successful outcomes. Other duties include:

- Attend Team meetings and court hearings (as determined necessary by the parties), joining other Team members in monitoring and reviewing reports on participant progress and behavior.

Role of the Lincoln County Sheriff's Office: The Sheriff's Office is there to provide transportation to and from Court for participants in custody. Upon request, they may provide input regarding the participant's behavior when they are incarcerated or of their knowledge of the person.
All participating agencies and individuals acknowledge that they will deal with confidential information and comply with all applicable laws and regulations.

All participating agencies agree to review this MOU annually and update it if needed such as when notified of updates to best practices or to add a new entity to the team and to this MOU. All signatories will work together to modify the MOU as needed. Any party may terminate its participation in this MOU at any time.

The parties understand that this MOU is not legally binding on them but is designed to reflect an understanding of how they can effectively cooperate as collaborative partners of the treatment court team. Nothing in the MOU restricts a party from exercising independent judgment or discretion given it under applicable statutes, regulations, or other sources.

The Oregon Judicial Department on

Behalf of its Lincoln County Circuit Court

By: Sally Bovett Sally Bovett, Trial Court Administrator

Date: 06/06/2025

Claire Hall

Claire Hall
Chair, Lincoln County Board of Commissioners

Kurtis Barker
Chief Executive Officer
Confederated Tribes of Siletz Indians

Tony Campa
Director
Lincoln County Community Justice

Jenna Wallace
Lincoln County District Attorney

Jayne Romero
Director
Lincoln County Health & Human Services,
Behavioral Health

Adam Shanks
Lincoln County Sheriff

Guy Greco
Administrator
Oregon Coast Defenders, Inc.

Jacqueline Hopker
Child Welfare Program Manager
Oregon Department of Human Services

Zebuli Payne
Clinical Director
Phoenix Wellness Center

Lalori Lager
Executive Director
Reconnections Counseling

Approved as to Form
/s Douglas Holbrook
Assistant Lincoln County Counsel
March 6, 2024

Contact: Sally Bovett
Lincoln County Circuit Court
225 West Olive Street
Newport, OR. 97365
(541) 265-4236