



Work Plan: 2008-2009

BACKGROUND: The **Austin/Travis County Reentry Roundtable (ATCRR)** is a collaborative association of inter-disciplinary stakeholders, including policy makers, victims, service providers, faith-based institutions, families and formerly incarcerated persons. ATCRR was created to address the complex issue of effective reintegration of formerly incarcerated persons to reduce recidivism, support victims and promote public safety. There is growing need to craft a three year Strategic Plan to expand our vision, outline specific goals that must be accomplished to make that vision a reality, and proposed specific action steps for each goal. This work plan is a perpetual draft, a living, breathing document that will continue to expand and change with our community as it guides us through the next stage of our initiative.

ORGANIZATIONAL

Performance Improvement Actions

Goal #1: Develop a Three Year Strategic Plan			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Develop the Vision	October 20, 2008	Planning Council	
2. Review/revise Mission Statement if appropriate	October 20, 2008	Planning Council	
3. Approve 2008-2009 Work Plan	October 20, 2008	Planning Council	
4. Create Ad Hoc Committee to develop Strategic Plan	October 20, 2008	Planning Council	
5. Submit recommendations for Strategic Plan	December 1, 2008	Strategic Plan Ad Hoc Committee	
6. Finalize and approve Strategic Plan	December 8, 2008	Planning Council	

Goal #2: Assess ATCRR through December 31, 2008			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Contract with external consultants	December 1, 2008	Executive Committee	
2. Provide background documents	January 1, 2009	Darla Gay and Jeri Houchins	
3. Review and assess organizational structure	February 1, 2009	External Consultants	

4. Review and assess goals/ objectives	February 1, 2009	External Consultants	
5. Assess outcomes and impacts	March 1, 2009	External Consultants	
6. Submit final assessment	April 6, 2009	External Consultants	
7. Review Assessment	April 13, 2009	Planning Council	

Goal #3: <i>Update/Revise Structure/Operations</i>			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Elect Chair	December 1, 2008	Planning Council	
2. Establish Executive Committee	December 1, 2008	Planning Council	
3. Review & conduct outreach for Council Membership	On-going	Executive Committee	
4. Evaluate staff	April 1, 2009	Executive Committee	
5. Review 2008-2009 Work Plan and submit recommendations for revision, if appropriate	April 13, 2009	Jeri Houchins	
6. Review ATCRR assessment	April 13, 2009	Planning Council	
7. Develop Annual Assessment and Evaluation Plan	July 1, 2009	Ad Hoc Committee	
8. Develop 2010 Work Plan	December 1, 2009	Jeri Houchins	
9. Approve 2010 Work Plan	December 14, 2009	Planning Council	

Goal #4: <i>Establish fiscal security</i>			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Develop 2008-2009 Annual Budget	November 1, 2008	Executive Committee	
2. Approve 2008-2009 Annual Budget	November 10, 2008	Planning Council	
3. Collect 2008 Accounts receivable: Travis County, City of Austin	December 31, 2008	Executive Committee	In progress

4. Confirm 2009 Contract with City of Austin	December 1, 2009	Penny Rayfield & Mike McDonald	In progress
5. Confirm 2009 Travis County MOU with deliverables	January 1, 2009	Penny Rayfield & Roger Jeffries	
6. Confirm 2009 Contract with ATCMHMRC	December 1, 2009	Penny Rayfield & David Evans	In progress
7. Apply for Jett Foundation Funding	January 1, 2009	Jeri Houchins	Draft being written
8. Explore augmenting current funding	January 1, 2009 and quarterly thereafter	Jeri Houchins	Collaborating with CSH on grant application

FOCUS AREAS

Performance Improvement Actions

Goal #1: The Policy & Reform Committee will develop and track proposed legislation, policies and practices that will facilitate the reentry of formerly incarcerated persons, protect the community and create mechanisms for implementing recommended changes under the Chairmanship of Frank Ringer			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Oversee implementation of legislation passed during 80 th Legislature	On-going	Committee members	Attending relevant legislative committee meetings
2. Develop legislative Work Plan	May 27, 2008	Darla Gay	Completed
3. Administer Survey and hold Public Forum	June, 2008	Darla Gay/Emily Rogers	Completed
4. Determine recommendations for Tier 1 & 2 Priorities	August, 2008	Committee members	Completed and approved by Planning Council
5. Develop policy papers and position statements	October, 2008	Sub-committees	In progress
6. Engage contractors for tracking	October, 2008	Darla Gay/Frank Ringer	In negotiation
7. Develop tracking protocol	November, 2008	Sub-committee	In process
8. Host Statewide Reentry Policy Forum	December 5, 2008	Sub-committees	In planning stage
9. Disseminate policy priority documents	January, 2008	Emily Rogers	
10. Collaborate with Statewide Partners	On-going	Committee members	Plans for testimony, tracking, etc.

Goal #2: The Support Systems Committee will identify and develop strategies of support for former offenders and their families under Chairmanship Thomas Cruz			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Examine arrest protocols that support and protect children during arrest.	June 1, 2009	Ad hoc members under Emily Rogers	Two work group meetings held w/plans for meeting with APD, SO, and CPS
2. Provide access to visiting rooms that are child-centered, non-intimidating and conducive to bonding	December 31, 2008	Ad hoc members under Jennifer Scott	Book drive completed and placed in visitation areas; Determining next steps
3. Support community and faith based organizations in their efforts to serve former offenders and their families through partnership with ForeverFamilies	December 31, 2009	Ad hoc members under Thomas Cruz	Presented at National ForeverFamilies Seminar; Arranged ATCRR presentation and meetings with Sarah Barnhill; Collaborating on next steps

Goal #3: The Mental Health Committee will promote strategies that will promote positive diversion, pre-release and post release outcomes as well as avoid gaps in care between institutional and community based services under Chairmanship Abraham Minjarez			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Promote strategies that improve Project ANEW	On-going	Abraham Minjarez	Now co-located with legal aide
2. Promote court related services for persons with mental illness	On-going	Abraham Minjarez	Mental Health Public Defender established for misdemeanor cases; Asst. District Attorney position established exclusively for persons with mental illness
3. Submit application for DSHS grant to provide Outpatient Competency Restoration (OCR) Training	June, 2008	Abraham Minjarez	Planning Council approved, and submitted, support letter
4. Promote Housing collaboration w/ATCRR	On-going	Abraham Minjarez/Jeri Houchins	Major's Mental Health Task Force established priority; Collaborating with CSH initiatives

Goal #4: The Evidence Based Practice Committee will provide recommendations to the Housing Committee upon review of research, literature and existing evidence based programs under the Chairmanship of Richard Morley			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Review housing inventories and assessments	October 31, 2008	Committee members	Meeting weekly to report and consolidate findings
2. Make recommendations for quantitative and qualitative housing survey	November 15, 2008	Committee members	
3. Review geographically based pre-release and transitioning models	December 1, 2008	Committee members	Meeting weekly to report and consolidate findings

Goal #5: The Employment Committee will develop strategies to link offenders to sustainable employment through effective training, education and employer development under the Chairmanship of Darla Gay			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Promote the "Ban the Box" recommendation	December 31, 2008	Committee members	Approved by Travis Co. Commissioners' Court & the Austin City Council; Assisting Bexar County Human Resources in adopting strategy
2. Develop a guide for Professionals to Job Readiness Programs	September 30, 2008	Emily Rogers	Completed
3. Develop a guide for Consumers to Job Readiness Programs	September 30, 2008	Emily Rogers	Completed
4. Outreach to 20+ private sector employers to access and make recommendations on current policies	December 31, 2008	Emily Rogers	Contacted 27 employers to-date and preparing report on barriers to change

Goal #6: The Roundtable will develop effective recommendations, based on evidence based practices, to significantly improve housing resources and services for former offenders.			
Key Action Steps/Activities	Target Completion Dates	Person(s) Responsible	Status/Progress Update
1. Complete assessment of housing needs and barriers for former offenders	July 18, 2008	Jeri Houchins	Completed
2. Form an Ad Hoc Housing Committee	October, 2008	Jeri Houchins	Formed and established decision points

3. Produce housing and support services inventory	December 31, 2008	Jeri Houchins/Ad Hoc Committee/EBP Committee	In progress: Consolidating existing inventories, conducting data search
4. Provide gap analysis between needs and what exist	March 31, 2009	Jeri Houchins and Ad Hoc Committee	
5. Develop an effective model to significantly improve housing resources and services	December 31, 2009	Jeri Houchins and Ad Hoc Committee	Collaborating with Corporation for Supported Housing, as well as state and national stakeholders