



GREENE COUNTY COMMUNITY CORRECTIONS

VISION

Providing a Positive Environment to Promote Positive Change

THE MISSION STATEMENT

To provide alternative sentencing options to the Courts, keeping offenders in the community where they may receive needed treatment and research based programming, therefore making the community safer and reducing the risk of recidivism.

Welcome to The Greene County Community Corrections (GCCC). GCCC provides alternative sentencing options to county and state offenders who are transitioning back into the community. GCCC is located at 104 CR 70 East, Suite E, Bloomfield, Indiana 47424.

TYPES OF SENTENCES/PROGRAMS

- **Residential Work Release:** This program is designed as an alternative to incarceration and allows certain participants the opportunity to continue to work and remain engaged with the community to some degree. A case plan will be developed with the objective that program obligations and goals be achieved during supervision.
- **Home detention/electronic monitoring:** This program is designed as an alternative to incarceration or as a condition of probation. Participants are confined to home except for work, school, treatment programs or religious services. They may attend counseling sessions at the facility and in the community and will abide by program regulations. A case plan will be developed with the objective that program obligations and goals be achieved during supervision.
- **Community Transition:** This program is designed to aid offenders in transitioning from incarceration to regular society. The program provides employment training, counseling, financial planning, and practical life skills training. All program rules apply, and a case plan will be developed based on the length of sentence at GCCC.

Participants have a great amount of responsibility in the GCCC Program, which in many ways can be more difficult than being institutionalized. You will be faced with a wide range of choices and challenges when in this program. It is the goal of this program to equip you with the necessary skills to cope with these challenges productively and make positive choices. Participation in the program is a privilege, not a right.

Participants will be assessed, by a qualified GCCC staff member or Probation Officer, on the Indiana Risk Assessment System (IRAS). The IRAS will indicate whether the participant is at risk for reoffending and will provide areas of the person's life that are in need of change. This tool provides the staff the information to properly address the individual needs of each participant and supply the appropriate dosage of programming and supervision. Participants may maintain gainful employment and or continue education while receiving needed programming and skills. Learning to make positive decisions can help you stay out of the criminal justice system and will generally make your life more fulfilling.

Each participant comes to the program with specific needs that are addressed through the case plan based on the IRAS, court orders and other imposed conditions. Participants are responsible for meeting the case plan goals set out with the Case Manager.

Local mental health care workers provide services such as drug and alcohol counseling, behavior management, and psychological evaluations for participants with these specific needs.

Participants may earn privileges as they display consistent responsible behavior and advance through the GCCC Status Level System. The status level, or "rewards" system, provides participants with an incentive to demonstrate responsibility, learn prosocial behavior and earn credibility.

INTAKE PROCESS

- All new program participants will be instructed to report to the facility on a specific date and at a specific time. Those coming from secured detention will report on specified dates upon release.
- An intake shall be conducted on all program participants. This process will occur immediately upon entry into the program.
- The intake process may be time intensive. **Do not schedule** other obligations for this day.
- Each program participant will be interviewed by staff. Information shall be recorded and placed in your case file.
- Your assigned Case Manager will use your assessment in developing your individual case plan.
- A baseline urine screen will be collected from each new program participant. You will not be allowed to leave until having produced a urine specimen.
- Staff will ensure that you receive a program specific handbook, which states the program goals, policies, rules, regulations, and possible disciplinary actions. If a literacy problem or language barrier exists, a staff member or translator will assist you in understanding the material.
- You are responsible for reading and familiarizing yourself with the content of the handbook.
- While having items in the Program Contract read to you, you must initial each paragraph, indicating that you have read and understand each part.
- Staff will explain any unclear policies or procedures to you at any time during this process.
- You must sign the back page of the Program Contract agreeing to comply with all rules and regulations contained in the contract and handbook. Staff will sign as a witness. This contract will be put in your file.
- Intake fees must be paid. This includes the component fee, two (2) weeks daily fees, drug screen fee and transfer fee if applicable.
- You will be fitted with a GPS bracelet.
- Residential Work Release participants have additional intake steps.
- You will remain in the facility until the entire intake process is completed.

DRESS CODE FOR GCCC PARTICIPANTS and VISITORS

- All individuals visiting the GCCC Facility are expected to be fully clothed and properly dressed at all times. At no time shall a midsection of the torso be showing or the shoulders bare, and shorts cannot be shorter than the fingertips extended. All clothing should be in good condition and not contain tears that expose parts of the body or undergarments.
- Participants and or visitors with inappropriate attire will immediately be asked to leave. Participants may be subject to disciplinary action.
- All visitors are expected to wear undergarments at all times.
- Clothing shall not display drug, alcohol, gang, and pornographic or racial overtones.
- All visitors shall wear footwear at all times.
- The propriety of visitor attire is at the discretion of department Staff.
- Work Release participants are not allowed piercings.
- All visitors and their property are subject to search at the discretion of Department staff.

FINANCIAL RESPONSIBILITIES; FEES

Fees are to be paid weekly in accordance with the following:

- All Fees will be paid by cash, cashier check, certified check, money order, debit card or credit card. Online payments may be made at <https://www.co.greene.in.us> and choosing Community Corrections under the Judicial System tab. Personal checks will not be accepted.
- Being current on fees means being at least one week ahead.
- Participants not current in paying their fees may receive a non-compliance report and may receive disciplinary action including but not limited to loss of earned credit time. Alternatively, the participant may be referred to the Court for removal from the program.
- Payment of fees may be made in advance.
- Any fees paid over and above the amount will be reimbursed through a claim process. Reimbursement cannot be made at the office.
- Reimbursements of funds will only be refunded after the case has been determined to be closed.

GPS/ Alcohol Monitoring/ Home Detention

Component Fee: \$50.00

Minimum Daily Fee: \$17.00

Maximum Daily Charge: Equal to the sum of one hour of employment wages.

Alcohol Monitoring ONLY

Component Fee: \$50.00

Daily Fee: \$10.00

Residential Work Release

Component Fee: \$50.00

Minimum Daily Charge: \$22.00

Maximum Daily Charge: Equal to 20% of weekly gross wages /7 days

Facility fee: \$10.00 (Cash only)

Commissary/Phones/ Washer & Dryer: Recommend \$50 to start. (Cash Only)

Program Fees:

MRT (Moral Recognition Therapy) \$20.00

Drug Testing

Urine Drug Screen \$15.00

Confirmation Screening \$Lab Cost

Transfer Fees:

This fee is assessed whether a person in transferring supervision to another county or whether the supervision is being transferred into Greene County.

Misdemeanant: \$35.00

Felony: \$50.00

Electronic Monitoring Home Detention Specific

According to IC 35-38-2.5-2 home detention is defined as the interior living area of the temporary or permanent residence of an offender; or if the offender's residence is a multi-family dwelling, the unit in which the offender resides, and not the a) halls or common areas outside the unit where the offender resides; or b) other units occupied or unoccupied in the multi-family dwelling.

IC 35-38-2.5-6 states that the offender be confined to the offender's home at all times except when the offender is: (A) working at employment approved by the court or traveling to or from approved employment; (B) unemployed and seeking employment approved for the offender by the court; (C) undergoing medical, psychiatric, mental health treatment, counseling, or other treatment programs approved for the offender by the court; (D) attending an educational institution or a program approved for the offender by the court; (E) attending a regularly scheduled religious service at a place of worship; or (F) participating in a community work release or community restitution or service program approved for the offender by the court.

- Participants should plan for others to help with day-to-day activities. Participants will not be allowed to leave their residence for anything other than what is listed in the contract. Grocery shopping, yard work, etc. are not approved activities.
- Provide and maintain an operating telephone.
- Provide and maintain acceptable utilities for monitoring.
- Everyone in the home must be properly clothed for duration of visit with GCCC staff. You must be properly clothed when reporting to the office.
- No Alcohol, drugs, paraphernalia, or weapons of any kind allowed on the property for duration of sentence.
- Tampering with or removing GPS bracelet will result in additional charges being filed with the court.
- No exotic pets or pets that hinder GCCC staff from fulfilling the duties of their job.
- Employment is limited to no more than 60 hours in one work week and 12 hours a day unless otherwise authorized. Place of employment must be within 1 hours 30 minutes of residence.
- All major holiday work schedules require approval at least 72 hours prior of the holiday. Supervisors must provide verification of work schedule for Filed Officer approval.
- Lack of transportation will not be an acceptable excuse for failing to report to designated locations as ordered.

Residential Work Release Specific:

GCCC is a 70-bed residential facility, providing 50 beds for male participants, 20 beds for female participants, and classroom facilities.

- Your residence while on the Residential Work Release Program shall be the Greene County Community Corrections Residential Work Release Facility
- Smoking or the use of tobacco products are not permitted in the GCCC facility. Participants with smoking privileges may go out for a smoke break at officer discretion and weather permitting. According to Indiana Law, tobacco products are not permitted to be used within eight feet of the entrance of any public building. Tobacco products may be used in designated areas only. Vaping is not allowed.
- Staff will monitor and control participant movement in and around the facility at all times. This includes activities in the dorm room, day room, hallways, classrooms, smoking area, and parking lot.
- You shall obtain/maintain acceptable and verifiable employment. If you have full time employment, you will not work more than sixty (60) hours in any one week. You will also be limited to working no more than six (6) days a week, and twelve (12) hours a day. If you are employed part time, you will work no more than two (2) jobs and follow all other guidelines. Place of employment must be within 1 hours 30 minutes of facility.
- Cannot be self-employed or work for family.
- All major holiday work schedules require approval at least 72 hours prior of the holiday. Supervisors must provide verification of work schedule for Filed Officer approval.
- If you are unemployed at the time of intake, GCCC will assist you in finding suitable employment.
- GCCC does not provide direct medical services. You are responsible for making all necessary medical and dental appointments by contacting health care providers and filling out the appropriate paperwork. By statute, you are responsible for all medical costs incurred while at the facility. Ind. Code § 11-10-11.5-14.
- Meals are not served at GCCC. The facility does provide a variety of vending machines and commissary that offer many selections, including breakfast, lunch, and dinner items.
- Coin operated washers and dryers are located at the facility. It is recommended you bring at least \$50 in cash in addition to your intake fees on the day of intake.
- GCCC does not provide transportation.
- Lack of transportation will not be an acceptable excuse for failing to report to designated locations as ordered.
- All Work Release participants are required to participate in the daily cleaning of the facility.
- A Corrections Officer will complete an inventory of all items you bring into the facility. These items will be placed in your locker or elsewhere as appropriate.

ITEMS AUTHORIZED TO BRING INTO FACILITY AT TIME OF INTAKE

7 plastic hangers	5 shirts/sweaters
5 pants/shorts	2 sweat suits.
2 athletic shorts	5 underwear
5 undershirts	1 light jacket
5 bras (female)	1 winter jacket
5 pair socks/pantyhose (female)	2 coveralls
2 pajamas/nightgowns	3 suits or dresses (if required by job)
1 pair shower shoes	2 pairs of shoes
3 wash clothes	1 belt
3 bath towels	2 denture cleansers
3 non-pornographic/non-obscene books	2 contact lens cleaners
1 small calendar	Legal papers
1 set of artist pencils	1 fingernail clippers.
School books for GED or approved courses	1 wedding ring (if married)
1 current newspaper	
2 non-pornographic/non-obscene magazines	1 Religious pendant on break-away chain
4 Family pictures (non-pornographic)	1 tablet of drawing paper

Piercings are not allowed.

All items brought into the facility after initial intake must be approved in advance by facility staff.

No participant in the Greene County Community Corrections Work Release Program will be allowed to use, possess, transport, or consume drugs identified in the following classifications

- Opioids (Analgesics)
- Central Nervous System Depressants (Benzodiazepines, Barbiturates)
- Stimulants (Amphetamines)

The drugs **include, but are not limited to**, the following:

- Codeine
- Morphine
- Hydrocodone (Lortab, Vicodin)
- Oxycodone (Oxycontin, Percodan)
- Hydromorphone (Dilaudid)
- Methadone
- Meperidine (Demerol)
- Soma
- Clonazepam (Klonopin)
- Diazepam (Valium)
- Alprazolam (Xanax)
- Lorazepam (Ativan)
- Phenobarbital
- Ritalin
- Adderall
- Strattera
- Tramadol
- Suboxone