

**LARIMER COUNTY COMMUNITY CORRECTIONS
ADVISORY BOARD MINUTES**



July 21st, 2026 – 2307 Midpoint Drive, Fort Collins, CO 80525

Powderhorn Room

Members Present: Ashley Morriss, Jessie Harney, Commissioner John Kefalas, Tom Hulse, Emily Humphrey, Kristine Miller, Heather O'Hayre, Gordon McLaughlin, Chief Judge Gregory Lammons, Stephanie Tolen, Patti West, Staci Shaffer, Cyndi Dodds, Lorenda Volker, Jeff Swoboda, Jill Fox, Paulina Campis, Sid Simonson

Staff Present: Jason Helms, Jake Hupp, Alex Danielson, Erin Caldwell, Ingrid Schroeder, Mario Munoz, Rachel Bogle-Daull

Absent: Greg Otte, Alexis Ongley, Misty Perry, Caleb Frazier, Judge Michelle Brinegar, David Koons, Steve Pietrafeso, Cedric Clark

Notes: Erin Caldwell

Meeting was called to order at 12:11 pm by Patti West.

Introduction of New Board Members

- **Jill Fox:** She joins the board as a Community Member and is the Director of the Alternative Sentencing Department.
- **Paulina Campis:** She also joins the board as a community member. She started as a Victim Advocate for the DA's Office and she now works for the Larimer County IT Department.
- **Caleb Frazier:** He was unable to make this meeting and will introduce himself during the September meeting.
- The Board introduced themselves to the new members.

Division of Criminal Justice (DCJ) Audit Results – Ingrid Schroeder and Jake Hupp

- Ingrid Schroeder stated that this was the best core security audit we've had by far!
- We received a very positive letter from the Manager of the Office of Community Corrections (OCC), Katie Ruske
- The audit results and the letter from Katie Ruske will be attached with the notes.
- Jake Hupp discussed the DCJ audit cycle.
 - Each year we receive a different audit which examines our compliance with different DCJ standards. This year was Core Security, next year is PACE (Case Management focus), the following year will be Key Performance Indicators (KPI) in conjunction with a Board Led Audit.
- Jason discussed the Corrective Action we received during the audit.
 - DCJ wants to see case managers having conversations and completing documentation around clients missing doses of their critical medications.
 - After three months of close monitoring and tracking, he will review the tracked results with the board during the October meeting.
 - After reviewing the documentation Case Managers have tracked thus far, it looks great.

Behavioral Health Administration (BHA) Audit – Ingrid Schroeder and Rachel Bogle-Daull

- The BHA completed an audit of our treatment programs on 7/7. The entirety of the audit was completed in less than one working day.
- Rachell Bogle-Daull explained that the audit went smoothly and the audit praised our organization and the work we are doing with our clients. Overall, a positive experience.
- Our treatment licenses were renewed as an outcome of the audit. The audit report will be attached with the notes.
- Lorenda Volker thanked Ingrid for coordinating all of LCCC audits and making it a transparent and welcoming process for the auditors.
 - Emily Humphrey added that we have created a culture where we audit ourselves every day. We run a well oil machine and the positive recognition is well deserved.

Critical Incidents – Erin Caldwell

- Since our last meeting there have been 6 critical incidents submitted to the Division of Criminal Justice (DCJ).
 - DCJ requires that we inform them when defined ‘critical incidents’ (ex. Client death, client overdose, commission of new crime, confirmed PREA violations, etc.) take place.
- Erin Caldwell provided a summary of each submission.
 - Six clients were charged with commissions of new crimes.

Conrad Ball Nominations

- Emily Humphrey gave an overview of the history of the Conrad L Ball Award and it’s significance in Larimer County criminal justice.
- There are 7 nominations for this year’s award.
 - The nomination essays and voting poll will be sent out immediately after this meeting and will be open until end of day next Tuesday, July 28th.
 - If a board member is unable to vote in the Google poll, please email Erin directly to vote.
- Commissioner Kefalas will be our keynote speaker for this year’s event.

Additional Updates

- Board members will be required to watch the Boards and Commissions training (~11 minutes), watch the PREA training video (~20 minutes), and sign the confidentiality agreement, HIPAA confidentiality agreement, and PREA acknowledgement annually.
 - Please sign and return all three documents to Erin and let her know when you have watched the PREA training video.
 - If you haven’t watched the Boards and Commissions training, please do so.
 - Erin will send a separate email with all of these requirements and board member training hours to date.
- The Advisory Board luncheon will be on 12/15/2026 at noon at Café Vino.
- Jason Helms made the board aware of an email that recently came from County IT about an upcoming update to Zoom’s security features. Email is attached with notes.
 - Lorenda Volker suggested to sign up for a Zoom Account if you are having problems. The account is free.
 - Alex Danielson added that if you aren’t signed in from a Zoom account for the subcommittee meetings, she can’t move you into a breakout group if there are victims in attendance.

Meeting Adjourned at 12:57 pm by Patti West.

There will not be a meeting held in AUGUST.

**Our next meeting will be Tuesday, September 15, 2026
at 12:00pm at 200 W Oak Street – Hearing Room**