

OBJECTIVES	TIMEFRAME (in months)								TARGETED COMPLETION DATE	Responsible Party (Lead is bold)
	1	2-3	4-5	6-7	8-9	10-11	12			
principles to judges & attorneys (orientation training) in-person – get their input										
2.3 Establish procedures, time and location for focus groups with pilot county probation officers & correctional staff (MH counselors, YPCs, and psychiatric case workers)		X								Brubaker NYSAP
2.4 Conduct focus groups with probation officers from the pilot counties (schedule 2 calls so each one can attend)		X								NYSAP Brubaker
2.5 Conduct focus groups with correctional staff (schedule 2 calls)			X							NYSAP Brubaker
<i>Objective 3. Preparing YLS/CMI for use in the probation & corrections systems</i>										
3.1 YLS/CMI software integration and customization		X	X						Get timeframe from MHS and Caseload Pro	MHS Caseload Pro
3.2 Work with committee to adapt language in the “Prior and Current Convictions” domain of the YLS/CMI – develop a Nevada YLS/CMI Rating Guide			X							NYSAP YLS adaptation workgroup
3.3 Determine how many customized interview scripts are needed		X								Policy Workgroups
3.4 Finalize interview scripts			X	X						NYSAP Policy Workgroups
<i>Objective 4. Developing policies and procedures for both probation and corrections (drafts for piloting)</i>									Feb 2019	
4.1 Provide service matrix & instructions to providers in facilities		X	X	X					Draft by case mgmt. training	NYSAP Pilot counties

OBJECTIVES	TIMEFRAME (in months)								TARGETED COMPLETION DATE	Responsible Party (Lead is bold)
	1	2-3	4-5	6-7	8-9	10-11	12			
and 2 pilot counties to fill out based on what they have to offer (may require the orientation training w/providers)									(Feb 2019)	Correctional staff Providers
4.2 Develop probation statewide minimum standard draft policies and procedures		X	X	X					Dec 2018	Probation policy workgroup Brubaker NYSAP
4.3 Develop corrections minimum standard draft policies and procedures		X	X						Dec 2018	Corrections policy workgroup Brubaker NYSAP
4.4 Obtain approval of statewide draft policies and procedures from Risk Assessment Subcommittee				X					Dec 2018	Brubaker Risk Assessment Subcommittee
4.5 Three pilot county probation departments draft local procedures				X					Jan 2019	Pilot counties
4.6 NYSAP would review and provide feedback to pilot probation counties on local policies				X					Jan 2019	NYSAP
4.7 Create a standardized statewide pre-disposition recommendations template		X	X						Dec 2018	NYSAP Policy workgroups
4.8 Judges review and provide feedback for pre-disposition recommendations template after reviewing current examples				X					Dec 2018	Judges in pilot counties
4.9 Develop a standardized individualized service plan format (case plan)			X	X					Draft completed before case mgmt. training (Feb '19)	Policy workgroups NYSAP Brubaker
4.10 Staff at each pilot site are given service referral matrix populated			X	X					Draft completed before case	NYSAP

OBJECTIVES	TIMEFRAME (in months)								TARGETED COMPLETION DATE	Responsible Party (Lead is bold)
	1	2-3	4-5	6-7	8-9	10-11	12			
with information from providers to complete –reviewed by NYSAP									mgmt. training (Feb '19)	
4.11 Develop a uniform method to be used for quality assurance and monitoring and add to state policies and procedures					X	X	X		On-going thru pilot testing	Brubaker Policy workgroups NYSAP
<i>Objective 5. Training for probation (pilot sites) and corrections systems</i>									Feb 2019	
5.1 Workshops for YLS/CMI – probation & YPCs (pilot Counties) (2 days)				X					Jan 2019	NYSAP Brubaker/DCFS Staff
5.2 Workshops for YLS/CMI – relevant corrections staff (2 days)				X					Jan 2019	NYSAP Brubaker/DCFS Staff
5.3 Follow-up practice case vignettes				X	X				Jan to Feb 2019	NYSAP Brubaker Staff
5.4 Case planning and Risk-Need-Responsivity trainings – probation pilot Counties & YPCs (1.5 days) (incorporates all the working policies, how the YLS and MAYSI will be used in decision making, the RNR approach and case planning)					X				Feb 2019	NYSAP Brubaker/DCFS Staff
5.5 Case planning and Risk-Need-Responsivity trainings – relevant correctional staff (1.5 days) (the working policies, how the YLS and MAYSI will be used in decision making, the RNR approach and case planning)					X				Feb 2019	NYSAP Brubaker/DCFS Staff
5.6 Master trainer training									Timing will depend on the	

OBJECTIVES	TIMEFRAME (in months)								TARGETED COMPLETION DATE	Responsible Party (Lead is bold)
	1	2-3	4-5	6-7	8-9	10-11	12			
									approach NV decides to take	
5.7 Supervisor training									To be discussed	NYSAP Brubaker/DCFS Staff
5.8 Service provider orientation training		X	X						Conduct remotely	NYSAP Brubaker/DCFS Staff
<i>Objective 6.</i> Implementation of YLS/CMI in pilot counties and all correctional facilities									Start March 2019	
6.1 Develop a uniform method to be used for data tracking					X					Policy workgroups Brubaker NYSAP
6.2 Pilot testing					X	X	X			Pilot counties DCFS
<i>Objective 7.</i> Roll-out YLS/CMI implementation to remaining counties									Start June 2019	Pilot counties DCFS
7.1 Establish roll-out procedures & select next phase counties							X			Risk Assessment Committee Brubaker/DCFS Staff
7.2 Identify trainers								X		Risk Assessment Committee Brubaker