

Anoka County Veterans Treatment Court

Participant Handbook



Tenth Judicial District

Anoka, Minnesota

July 2018

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OVERVIEW

The Anoka County Veterans Treatment Court (VTC) began in November 2012 and was developed to help participants achieve total abstinence from drugs and/or alcohol, be diverted from prison or jail, and to have a more satisfying law-abiding life. The VTC is designed to reduce re-arrest, promote self-sufficiency through employment and education and to help you remain in the community as a productive and responsible member of society. VTC is voluntary on your part. You must want to participate in this program. The judge, court staff, community supervision and treatment staff will guide and assist you, but the final responsibility is yours. You must be motivated to make these changes and commit to a totally drug/alcohol free life.

HONESTY, SOBRIETY AND RESPECT

The program involves working jointly with the court, community supervision, treatment providers, the VA service officers and other key team members, all are dedicated to your recovery. You will not be sent to prison or jail if you comply with the conditions of the program and graduate. Our team will work with you toward successful completion of the program and we require that you exhibit honesty and respect with the staff and become alcohol and drug free. **Clients who commit a new crime, display dishonesty, treat the staff disrespectfully or have repeated abstinence-based violations will be removed from the program and returned to District Court.**

VTC program components include regular court appearances, comprehensive assessment and treatment (chemical and mental health), intensive supervision, random drug and alcohol testing, support group meetings, vocational or job counseling, educational classes, and immediate sanctions and incentives.

VTC is broken down into five phases. You must complete all five phases successfully to graduate. The program is abstinence based with specific goals and activities required in each phase. Once phase requirements are accomplished and approved by the Team, transition to the next phase will occur. An application to request a phase move will need to be completed by you and turned into the Team for approval one week in advance of your next court appearance.

WELCOME

Welcome to the Anoka County Veterans Treatment Court (VTC).

The VTC is designed to promote self-reliance and assist you in returning to being a productive and responsible community member. It is a voluntary program which provides you with the opportunity to change life circumstances by becoming alcohol and drug free and getting treatment for mental health and combat related issues.

VTC is a court-supervised program combined with intensive treatment and supervision for criminal justice-involved veterans. It is designed specifically for veterans charged with misdemeanor, gross misdemeanor, and felony level offenses that are closely related to substance abuse, mental illness or combat related issues.

It is a unique program because it represents a closer working union between criminal justice system partners (court, attorneys, supervision, treatment) than is traditionally seen in criminal courts. A team of such professionals will be present to provide supportive services and guide you along. The VTC staff is dedicated to your recovery.

This handbook is designed to be an overview of what to expect as a participant in VTC. It provides a basic outline of the program and is a resource to turn to for the many questions you may have as you move through the program. If you are reading this handbook, it means you are either being considered for the program or have been accepted into the program.

You will be expected to follow the instructions given to you in VTC and comply with the case management and treatment plans developed for you. In accordance with the Participant Contract, you have signed or will sign, you are responsible for reading this handbook carefully and following the guidelines or instructions listed.

The VTC Team believes in your commitment and desire for change. This program will provide you with the best opportunity to make those changes and move forward on a positive path.

VTC TEAM AND THEIR RESPONSIBILITIES

The VTC Team consists of these criminal justice professionals who perform the following functions:

Judge: The Honorable Jenny Walker Jasper and Thomas Lehmann: Supervises participant progress through the VTC continuum based on bi-weekly court hearings, team input and participant behavior; leads the VTC Team in decision-making; holds participants accountable for their progress using sanctions and incentives.

Coordinator: Jessica Stein: Responsible for the operation and appropriate and timely completion of proposed VTC program activities. Facilitates case flow, activities of participating agencies, monitors the meeting of goals, objectives and timelines; provides monitoring and contractual service quality assurance.

Prosecutor: Mitch Schluter, Anoka County Attorney's Office (felony cases) and Melissa Westervelt, Sami Corlew, and Blair Buccicone, Coon Rapids City Attorney's Office (misdemeanor and gross misdemeanor cases): Gatekeeper/screener for access to treatment through VTC.

Defense Counsel: Kelly Sinton and Steve Nicol: Advocate for participant's access to and continued participation in VTC, assists in screening and assures confidentiality requirements are met.

Probation Officer: Priscilla McDowell, Anoka County Community Corrections: Provides individual supervision and a broad range of rehabilitative and case management services within VTC program.

Veterans Justice Outreach Specialist (VJO): Marianne Hamrick-VA Medical Center: Assists with eligibility for VA services, provides case management and serves as the liaison to the VA medical center.

County Veterans Service Officer (VSO): Tim Nelson, Anoka County Veterans Service Office: Assists in determining VA benefits and makes referrals to community based treatment, vocational, education or other services.

Mentor Program Coordinator: Paul Evangelist: Responsible for the Mentor Program, recruiting and training volunteer mentors.

Law enforcement Representative: Anoka County Sheriff's Office: Assist in locating and transporting clients.

Chemical Assessor: Anoka County Rule 25 and VA: Performs chemical dependency evaluation and make referrals for county funding and placement when VA treatment is not available; assists participants in obtaining assessments through insurance providers.

Program Evaluation: Will be hired to prepare and disseminates VTC research reports and grant writing.

Court Administration: Clerk from Anoka County Court Administration: Assists in identifying cases which might be eligible for VTC, clerk the calendars, and set hearings.

The VTC Team is committed to assisting you in making healthy life choices and changes and breaking the cycle of addiction. By addressing your chemical and mental health needs, you will move towards living a crime-free, sober lifestyle. This program is an excellent opportunity for you to invest in yourself and your future.

PROGRAM RULES

As a participant, you will be required to abide by the rules outlined in the Participant Agreement and Probation Agreement as well as those outlined here in the Participant Handbook. These rules apply to ALL phases:

1. **You are not to possess or consume any mood-altering chemicals or illegal substances.** “Possess” means to have on your person, in your home or vehicle. **This includes CBD, THC, alcohol, and any substances containing alcohol (See list for examples).** The misuse of over the counter and prescription medications are **Prohibited**. It is your responsibility to discuss using over the counter and prescription medications with your Probation Officer **prior** to using them. Medications producing “false-positive” drug tests will not be an excuse. **If you are on medications for a documented medical condition, you must provide proof (to your probation officer) from your doctor before you take them.**
2. **Comply with all requests for drug and alcohol testing** from your probation officer or the Judge. Additionally, you will be assigned a “color code” for random testing. **You are required to call the color code line daily and report for testing when your color is called.** Drug testing and breath testing can also occur during court, office and field visits with your probation officer or other team members.
3. **You must not engage** in behavior that results in a diluted, substituted or adulterated urine sample. A diluted test results when a person drinks excessive amounts of liquids or takes other chemicals to hide their use prior to chemical testing.
4. **Do not act violently, rudely or make threats toward other participants, staff or court personnel.** Violent, disrespectful or inappropriate behavior will not be tolerated. Disrespectful, rude and intimidating behavior towards anyone will not be tolerated and can result in your termination from the VTC.
5. **Do not bring any weapons to treatment, supervision meetings and community agency meetings or court.** Bringing banned items could result in your termination from the court and could result in new charges.
6. **You must fully participate in chemical dependency treatment as directed by the court.**
7. You must comply with all other **programming requests** (in addition to phase requirements) which include, but are not limited to: cognitive groups, domestic violence groups, community-based support groups, counseling, equine therapy, parenting classes, recommendations by the VA and pay for all supervision fees and restitution.
8. **Attend all VTC court sessions and office appointments** with the probation officer and be on time; contact you probation officer as directed.
9. **You must report any change of residence prior to moving,** and changes in your work schedule or employment status immediately. You must also report any changes in your phone number, contact information, or email address immediately. If your phone number is disconnected or you cannot receive calls, find another way to notify your case manager immediately. Failure to update address or phone number could result in a sanction.

10. **Employment** will be verified on an ongoing basis. If you are not gainfully employed or attending an approved vocational or educational program, you must be involved in an approved job seeking/training component or completing community service.
11. **Random home visits** may be conducted day or night or on weekends, without prior notice by your probation officer or other team member. A drug or breathalyzer test may be requested of you during the visit.
12. **Collateral contacts** include, but are not limited to: significant others, family sponsors, employers, school instructors, other probation officers, physicians, therapists and treatment facilities.
13. **Probation must approve all out of state travel.** Two-week notice must be given if you plan on traveling (with the exception of emergency situations). You will be required to submit to a UA on the day and as soon as you return.
14. **Remain law abiding** in all respects and obey state, federal and local ordinances. You must report any contact with law enforcement, whether or not you receive a ticket or are arrested. This also applies if you are with other people who are stopped. When in doubt, communicate with your probation officer.
15. If you are assigned a mentor, contact the mentor weekly outside of court.
16. If the court orders special conditions of probation, you must comply with those conditions.

TREATMENT PROTOCOL

You may have already completed a chemical dependency evaluation and might need to complete one if you have not already done so. An evaluation should be obtained through your private insurance company, Anoka County Rule 25, or the VA.

You may be referred to a treatment provider in the community to attend a program suitable in length and based on the assessment recommendations. **Treatment programs must be pre-approved by your probation officer.** Your treatment counselor will provide regular progress reports to your probation officer. Your probation officer will work with you to ensure that the treatment program is appropriate for you.

If you qualify for services at the VA Medical Center, you will be required to participate in treatment services according to the VA assessment/evaluation and treatment plan established at the VA. If you do qualify for any level of VA benefits, you may also be required to utilize community-based services as deemed appropriate for your individual treatment needs.

Substance abuse treatment many times has three parts: individual counseling, supportive group session, and education. Together they are designed to develop self-awareness, an understanding of addiction and skills to maintain sobriety. The individual and group sessions can include problem identification and alternative solutions. The educational component can include films, lecture and handout materials. Your attendance at sessions will be reported to the team as part of your progress report. **You must contact your counselor and probation officer if you are unable to attend or will be late to a scheduled session** with as much advanced notice as possible.

Sobriety success many times hinges on the ability to address all aspects of an individual's life. Participants in VTC are screened for mental health and chemical health issues that are active together. Many times, mental health conditions have gone unnoticed, undiagnosed and/or untreated in the past.

If you do not qualify for VA benefits, you may be referred to Anoka County Rule 25 to be evaluated for chemical dependency issues. If you have mental health issues, you may be referred to a community based mental health provider for evaluation.

DEFENSE COUNSEL

Defense counsel will be appointed when you are formally accepted into the program. If you have private counsel and wish that representation to continue through VTC your attorney will need to make the appropriate arrangements. In the event of termination from VTC your court appointed attorney will be discharged, you may make application for the services of the public defender or hire private counsel for further representation.

SUPPORT GROUPS

You may be required to attend weekly community support groups such as AA (Alcoholics Anonymous), NA (Narcotics Anonymous), GA (Gamblers Anonymous) or other supportive groups and meetings that can be verified by a designated person with telephone number who can confirm your attendance. Examples of other support groups/meetings include, but are not limited to: Health Realization, Introduction to Recovery, SMART recovery, Celebrating Families, Celebrate Recovery and/or hospital, religious or Veterans affiliated groups. The support groups should be beneficial to you and assist with changes your life.

The purpose of attendance at support group meetings is for you to develop a support network and create social bonds. Your probation officer will provide you with information regarding the time and location of support groups and will direct you to special interest and recovery events in the community.

Frequent attendance is particularly important at the beginning of your recovery. Initially, the number of meetings you attend will depend on your chemical dependency treatment involvement (primary and aftercare). Once you have completed treatment, you may be instructed to attend a minimum number of support groups a week. Please be prepared to provide proof of attendance during meetings with your probation officer and court sessions by documenting the meetings on a card.

VETERAN MENTOR PROGRAM

You will likely be assigned a volunteer veteran mentor to act as a coach, guide, role model, and advocate for you as you go through the VTC program. You are responsible for maintaining contact with your mentor. All mentors have prior military experience and will be there to listen

to your concerns, make general suggestions, and act as a support network at a time when you need them most.

HOUSING

Your housing situation will be evaluated as part of the VTC when you meet with the VJO. Based on your housing status you may qualify for a Section 8 HUD VASH Voucher through the U.S. Department of Veteran Affairs. It is expected that if you are pursuing a Section 8 HUD VASH voucher as an option for housing that you fully comply with all requirements by the VA to maintain this voucher. This could include specific treatment recommendations or continued stay in a shelter. Regardless, you must communicate housing needs and concerns with the VA prior to make any decisions unilaterally without the input of the HUD VASH team.

COGNITIVE GROUPS

You may be required to attend cognitive programming after primary treatment is completed. This programming teaches you how to change your thinking patterns, deal with trauma and change your behavior.

CONFIDENTIALITY

Federal and state laws require that your privacy be protected. In response to these regulations, this program, its probation officers and treatment providers have developed policies, procedures, and designated forms for you to sign in order to guard your privacy.

SUPERVISION

You have been assigned a probation officer who you will be required to maintain frequent contact with. Together you will assess what areas you need assistance with: treatment, housing, education, employment, transportation, family and general living needs (driver's license, money management, etc.). When appropriate, you will be referred to local, state and/or county agencies for assistance.

A case plan will be developed by you and your probation officer which will help you set goals. The plan will be reviewed and updated on a regular basis.

At your admission to VTC you will be given a copy of the handbook with a summary of the responsibility and requirements to advance to the next phase. It is your responsibility to know and fulfill the obligations to move through all phases and ultimately to graduation.

Case management meetings will occur on a regular basis and are linked to your phase status. The frequency of those meeting can be decreased or increased, depending on your progress in

the program. Contacts will occur during scheduled office visits, home visits, during court and include telephone reporting as well.

Your probation officer may meet with you in the community or at your home/work place – this will be determined upon scheduling needs and appropriateness as determined. These visits may also occur on a random basis.

TREATMENT COURT FEES

Corrections Supervision Fee (paid to corrections):

Prior to your graduation you will be required to pay a probation supervision fee. The probation supervision fee will be \$350.00, you will work with your probation officer to set up a schedule to get the supervision fee paid. In the event that you have restitution to pay, your probation manager will ensure that your supervision fees are paid after any court ordered restitution.

Participant Fee (paid to Court Administration):

Prior to graduation you will be required to pay a Treatment Court Participant Fee of \$50. This will be assessed when you are sentenced and can be paid at any time during the program. If a veteran can not make this payment due to financial hardship that can be discussed and reviewed by the VTC staffing team.

RANDOM HOME VISITS

Random (surprise) home visits can occur during the day, evening, or weekend- where you can be visited by your probation officer and possibly other team members. Drug and breath testing can occur during the random home visit.

Random home visits will be utilized as an extra supervision tool for the program. These visits are intended to provide supportive monitoring while you are in the community. Visits will be conducted by probation officers and/or law enforcement.

During the home visit you will be required to identify other residents and/or visitors of the home. You will also be required to submit to a PBT (portable breath test). Reports to the judge and team about the general condition of the home will be noted. VTC is a zero tolerance program and the use of any chemicals will not be tolerated. An arrest will be made for any positive PBT reading.

You are obligated to respond to the visit by answering your door, if you are home, and allowing the staff in for conversation. If you are found not at home, staff may try to reach you via cell phone and request that you either meet them back at your residence or somewhere in the community.

COURT SUPERVISION

Staffing is a bi-weekly meeting prior to court that includes the whole VTC Team. It is a time for the Team to review your case. Updates from your probation officer, treatment provider and any other program you are involved in will be reviewed for progress. Based on performance, the team will determine next steps to take that may be appropriate for you: Rewards (incentives) or sanctions. Other changes to your supervision plan may be ordered by the Judge (examples include increased drug testing, counseling, meeting attendance, re-assessment, residential treatment or intensive outpatient treatment) to help you achieve and maintain sobriety.

You will be required to appear in court on a regular basis. At each court hearing you will speak for yourself and you are encouraged to ask the Judge questions or discuss matters that may impact your efforts to maintain sobriety. The Judge will talk to you about the progress report, ask clarifying questions and discuss specific problems you are experiencing. The Judge will administer any rewards, sanctions or order other supervision plan adjustments during this time.

Court attendance is linked to your phase status and can be decreased or increased based on your performance. Failure to appear in court may result in a bench warrant being issued for your arrest. All absences require prior approval from your probation officer.

Court Tracks: All Veterans will be given an assessment and/or screening when they enter court to determine their risk and need. Participants will be set on the calendar based on that assessment and/or screening to appear at 1:30pm (track 1) or 2:45pm (track 2). Requirements are the same for both tracks.

COURTROOM RULES

1. Timeliness is a virtue - Be on time. Be prepared for Court to begin at your noticed time. Please arrive 15 minutes early.
2. Cell phones are distracting: make sure they are turned off. If your cell phone goes off during court, it will be taken from you and returned at a later time. The same will apply if you are caught text-messaging, browsing the internet, or using your phone for any other reason.
3. Using portable electronic equipment or sleeping is prohibited.
4. No food or beverage in the courtroom unless provided by the program or with permission of the Court Team. No chewing gum or tobacco use.
5. A purpose of the court session is to gain knowledge and offer support to your fellow participants. Please refrain from random conversations. If you need to discuss an issue with your attorney or one of the VTC staff, please exit to the hallway.
6. You are expected to remain in the courtroom during the entire VTC proceedings, until you are excused. Running in and out of court to smoke, make telephone calls or other activities is not allowed.
7. The Judge and courtroom environment deserves respect. Please wear appropriate clothing. See the section on courtroom clothing as a reference.
8. Children and families are encouraged to appear at graduation ceremonies for their Veterans.

9. Mentors may appear before the court with Veterans. Spouse, significant others and children may not appear before the bench with the Veteran.

REMOTE APPEARANCES

The VTC may use remote court appearance as directed by Minnesota Judicial Branch. These appearances have the same etiquette applied to them as in person court. If you are to appear via Zoom, someone on the VTC team will email you the link for court. Please keep your email address current with the court. You are expected to appear with your camera on, sitting or standing in a quiet place, dressed appropriately, and only unmute when your case is called. Please be aware of your background, all the VTC participants can see your environment and what is behind you. **There should be no court appearances made from a moving vehicle.**

VTC DRESS CODE

1. Participants must wear appropriate courtroom clothing in the courtroom.
2. Appropriate clothing should be clean and neat.
3. Clothing bearing drug, alcohol or violence related themes and/or promoting/advertising alcohol or drug use are prohibited. Refrain from shirts, bags, etc. that have swear words on them, anything with profanity will be removed from the courtroom.
4. No gang colors or gang clothing.
5. Sunglasses/hats/ bandanas may not be worn inside the courtroom or to any VTC related meetings.
6. Men should not wear tank tops, muscle shirts or sagging pants.
7. Women should refrain from wearing tank tops, low cut shirts, see-through blouses, bathing suit tops or halter tops. Any clothing that shows excessive cleavage is inappropriate.

PHASES

The Veterans Treatment Court program is a five phased, highly structured program. The length of the program is determined based on a participant's offense and risk-level at the time of entrance. However, the length of time varies depending on your individual progress.

Each phase consists of specific requirements for transition into the next phase. Phase movement will be the result of you accomplishing the following: your goals as determined by the case plan along with the specific phase requirements and other responsibilities as discussed with your probation officer. When the VTC team decides you are eligible for phase movement, you will be given a phase application, no phase application will be given prior to your minimum time in the phase or if you have not reached your clean/sober time. If the VTC team sees no progress and/or motivation to change, phase movement could be delayed and you could be terminated from the program.

The application is to be filled out completely and given to your probation officer at least one week in advance of court. The team will review your application and your status to determine if a phase move is appropriate. When filling out your phase application the more information you can provide the team the better.

Phase 1: Acute Stabilization	
Objectives:	Intake, obtain mental health, chemical dependency and medical assessments.
Length of Phase:	Minimum of 60 days
Phase 1 requirements:	Bi-weekly court hearings Engage in treatment and aftercare Submit to random UAs (at least 2 per week) Comply with supervision as directed (weekly office visits) Address housing Engage with Anoka Veterans Services
Requirements for Advancement:	Minimum of 60 days in program since opting in. Minimum of 14 day of sober time Engaged in treatment In compliance with supervision Approval of VTC Team
Phase 2: Clinical Stabilization	
Objectives:	Continue to engage in treatment and aftercare. Engage with a mentor and VJO. Address medical, housing and financial issues.
Length of Phase:	Minimum of 90 days
Phase 2 requirements:	Bi-weekly court hearings Engage in treatment and aftercare Submit to random UAs (at least 2 per week) Comply with supervision as directed (weekly office visits) Address medical, financial and housing Address payment of supervision fees
Requirements for Advancement:	Minimum of 90 days in Phase 2 Minimum of 30 days sober time Engaged in treatment Compliance with supervision Engaged with VJO and mentor Approval of VTC team
Phase 3: Pro-Social Habilitation	
Objectives:	Continue abstinence; establish recovery support; begin cognitive thinking classes.
Length of Phase:	Minimum of 90 days

Phase 3 requirements:	<p>Court hearings monthly Comply with supervision as directed Engage in cognitive thinking group Establish pro social activities Establish recovery network Address medical, financial, housing issues Random UA's (at least 2 per week)</p>
Requirements for Advancement:	<p>Minimum of 90 days in phase 3 Minimum of 45 days sober time Engaged in treatment In compliance with supervision Engaged in pro-social activities Engaged in recovery network Engaged with VJO and mentor Approval of VTC Team Must have paid, at least, \$100 toward Supervision Fee.</p>
Phase 4: Adaptive Habilitation	
Objectives:	Continue abstinence, pursue educational or vocational goals connect with the community at large.
Length of Phase:	Minimum of 90 days
Phase 4 requirements:	<p>Court hearings monthly Maintain pro social activities Maintain recovery network Begin or maintain employment Begin job training or schooling Comply with supervision as directed Give random UAs (at least 2 per week)</p>
Requirements for Advancement:	<p>Minimum of 90 days in phase 4 Minimum of 60 days of sober time Comply with treatment plan Comply with supervision Engage in pro-social activities Be engaged in recovery network Addressing employment or school Engage with VJO and mentor Approval of VTC team Must have paid, at least, \$200 toward Supervision Fee.</p>
Phase 5: Continuing Care	
Objectives:	Continued abstinence, pursuit of education and/or vocational goals connect with the community at large.
Length of Phase:	Minimum of 90 days
Phase 5 requirements:	Court hearings monthly

	Develop a continuing care plan Maintain pro social activity Maintain recovery support network Continue employment or schooling Comply with supervision as directed Give random UAs
Graduation	
Graduation Requirements:	Minimum of 90 days in Phase 5 Minimum of 90 days sober time Successfully complete treatment Compliance with supervision Engage in pro social activities Establish a recovery network Address employment and education Articulate continuing care plan Approval of VTC team Supervision Fee (\$350.00) is paid in full Treatment Court Participant fee (\$50) is paid in full

GRADUATION

On the day of your graduation, you will be invited to share with the VTC how life has changed for you since you started the program. At your graduation ceremony, the Judge will present you with a certificate of completion, a challenge coin, and recognize your accomplishments. Family and friends are encouraged to join you on this special day.

TERMINATION CRITERIA

Termination from the program may occur for failure to comply with VTC program requirements including such actions as new arrest and/or warrants; illegally being in possession of a firearm; absconding or out of contact with the program or exhibiting conduct that is deemed inappropriate or disrespectful to the court or the VTC team; dishonesty; and failure to make reasonable progress. Prior to termination and during this process the Veteran can meet with their attorney. The Veteran has a right to a contested hearing where the state must show by clear and convincing evidence that the participant has violated a condition of the VTC program.

Withdrawal from the program can occur at any time. If you do so, your case will be sent back to district court for further disposition.

Warrant Termination may occur if your case goes to warrant status for 60 days. This will be an automatic termination

Formal Termination may occur and will include advanced warning of the potential termination, a motion of termination, and additional document outlining the alleged violation.

All decisions regarding termination from the program will be made by the VTC Judge with input from the VTC team.

In almost all cases a termination/withdrawal from the VTC, voluntary or not, will trigger a probation violation. This process will take place in District Court to determine the outcome of this alleged probation violation. You will no longer be represented by the Defense Counsel appointed to you through VTC. You may be taken into custody on the violation immediately following your termination/withdrawal from the program or held in custody pending revocation proceedings. Your due process rights will be ensured, and the appropriate timelines will be followed in addressing bail and in setting your revocation hearing.

NEW CHARGES

In almost all cases a new non-traffic offense charged after acceptance into VTC will result in the VTC team taking the following actions. The Veteran will not be eligible for any phase moves while the new case is pending and the matter is resolved by plea, verdict or dismissal. The Prosecutor will file a motion to terminate from the program for the team to discuss. The decision of the team will be determined on a case by case basis.

INCENTIVES

Incentives are a response to positive progress in the program. The type of incentive will vary depending on the behavior that needs to be recognized and are determined by the team.

Incentives include (but are not limited to):

- Verbal recognition and praise from the Judge and Team
- Early call in Court/Leave early from court
- Gift cards for local restaurants and shops
- Applause in court
- Tickets to sporting and entertainment events
- Reduced fines or fees
- Dismiss minor cases

SANCTIONS

Sanctions are in response to noncompliance of program requirement or other infractions.

Sanctions include (but are not limited to):

- Verbal or written warning and admonishment by the Court
- Essay or book report for the court
- Increased support groups
- Increased supervision and/or court reporting
- Increased drug/alcohol testing and/or random field visits
- Community work service
- Loss of sobriety date
- Loss of compliance date
- Geographic restriction or other housing change
- Curfew of home restrictions

- Increased Ignition Interlock testing
- Intensive Supervision Alcohol Program (ISAP)
- Home Electronic Monitoring Program (HEM)
- Escalating periods of jail

DRUG AND ALCOHOL TESTING

As a participant in the program, you are required to submit to regular, random and observed drug and alcohol testing. The frequency of drug and alcohol testing will remain consistent throughout the duration of the program. **At a minimum, you will be tested at least 2 times per week.** You may be enrolled in ocular testing as part of your random chemical testing.

Drug and alcohol testing will occur at Building 10 on the grounds of the old Anoka State Hospital. You will be assigned a color and required to call the color-code line every day to see if your color has been called on that testing day. The number to the color code line is 763-415-3997. **You should call early in the morning and plan to reach the testing site at least 1 hour prior to closing.**

The following procedure will apply regarding drug testing: Anoka County Corrections staff at the UA lab will perform the testing and report the results to your probation officer. If you know that your drug test will be positive, inform the staff person taking the test and notify your probation officer prior to submitting the test. Remember that honesty is a foundation of this program.

Instant drug tests, PBT's and oral swabs can be given on a random basis at any time during court, probation meetings or during random home visits. **You may be called to submit a random UA and/or oral swab by your probation officer at any time.** Any failure to submit to testing may result in a sanction.

Sanctions will be imposed for positive tests, diluted samples, tampered samples and missed tests. The severity will be determined by your admission or omission of chemical use. Continued positive tests, diluted test, missed tests or tampering with tests may result in any of the following: loss of sober date; community service hours; jail time; intensive alcohol monitoring; more frequent testing; and/or your termination from the program.

Diluted test: A diluted test result is when a person drinks an excessive amount of liquids or takes other chemicals to mask one's use prior to drug testing. Urine samples with a creatinine of less than 20mg/dl will be considered a diluted test.

Missed UA: Failure to appear for drug/alcohol testing will be considered a positive test. You must notify your probation officer as soon as you have knowledge that you have missed a test. Your probation officer will direct you to the appropriate action.

Tampering: Tampering with a test sample will constitute a positive drug test (deliberately mixing your urine with fluids or other products, using someone else's urine or other methods to "cheat").

The use of mood-altering substances (alcohol, illegal drugs, synthetic marijuana, and prescription drugs) is prohibited by the program. **If you are on medications for a documented medical condition, you must provide proof from your doctor.**

Additionally, it is your responsibility to ensure that the medication you are taking will not create a “false positive” drug test. If a doctor prescribes a medication which s/he feels is necessary for the participant’s medical treatment (example muscle relaxer, pain medication) and the participant subsequently has a positive UA, the participant is responsible for false positive results of any drug test.

ISAP and PROJECT SAVE

The Anoka VTC uses Intensive Alcohol Supervision Program (ISAP) and Project SAVE for certain offenses in the program, as required by the statute. These programs monitor for alcohol use with our participants. These programs are set up by the Anoka County Corrections and you are expected to follow their rules and expectations as set out in their contract.

If you are ordered to do ISAP as part of your sentence or as a sanction any missed or positive test may result in a warrant issued for your arrest.

Those Veterans entering the program with 3 or more lifetime DWIs or implied consents are to be put on ISAP as part of phase 1 of our program.

DRUG TESTING HOURS AND LOCATIONS

Location:

Rum River Human Services Center
Building 10- 3300 4th Avenue
Anoka, MN 55303

Traditional Hours:

MALES:

Monday to Thursday 10:00am – 7:00pm
Friday 12:00- 4:30pm

Call:

763-415-3997 **daily for the colors.**

FEMALES:

Monday to Thursday 2:00pm – 7:00pm
Friday 12:00- 4:30pm

Clients should arrive 1 hour prior to closing

MEDICATIONS

You must report all medication (prescription and over-the-counter) use to your probation officer, PRIOR to taking the medication. You need approval for everything you take. If you are unable to reach your probation officer, you need to ask for a **NON-NARCOTIC AND NON-ALCOHOLIC medication**. It is your responsibility to know what is contained in the products you consume and/or use.

Approved over-the counter medications

The following medications are approved to take **without** prior approval. **DO NOT TAKE MORE THAN THE DOSAGE INDICATES ON THE LABEL.**

PAIN: (NOT PM formula)

Advil
Ibuprofen
Tylenol
Aleve
Aspirin

STOMACH

Mylanta
Milk of Magnesia
Pepto Bismol

ANTACIDS

Zantac
Pepcid
Prilosec
Tums/Roloids

VITAMINS

Multivitamins
Prenatal Vitamins

FLU SYMPTOMS

Theraflu
Alka-Seltzer

COUGH/COLD

Delsym (non-alcoholic/pediatric)
Mucinex (NOT D or DM)

ALLERGIES (not D or DM formula)

Claritin
Allegra
Benadryl
Zyrtec

JOINT PAIN

Tylenol Arthritis
Ben Gay muscle rub or patches
Icy Hot muscle rub and patches

*******DO NOT TAKE*******

CBD in any form or product

THC in any form or product, medical needs to be disclosed to the team prior to entry.

Kratom

Sleep Aids/ Hypnotics such as Ambien/Lunesta

Narcotic pain relievers

Benzodiazepines such as Ativan, valium (diazepam), clonazepam, lorazepam

Benzedrex, Phenergan or Promethazine

Over the counter caffeine preparations, diet pills or energy drinks

Tranquilizers

Cough syrup containing codeine and/or alcohol

No sports additives or supplements

Muscle relaxers (without review with the probation officer)

Foods containing poppy seeds

Non-alcoholic drinks

Remember: Do not take any prescriptions, power-drinks/food or herbal remedies without permission from the VTC team.

HELPFUL TELEPHONE NUMBERS

VTC Coordinator Jessica Stein	763-760-6573
Veteran Justice Outreach Specialist Marianne Hamrick	763-760-4411
Anoka County Veteran's Service (VSO)	763-324-4500
Probation Officer- Priscilla McDowell	612-263-2459
Crisis Hotline	800-273-TALK
MN Assistance Counsel for Veterans	651-291-8746
MN Dept. Employment-Economic Development David Wold (employment assistance)	763-257-4077
Anoka County Attorney's Office* (felony charges)	763-324-5550
Coon Rapids City Attorney's Office** (misdemeanor and gross misdemeanor)	763-767-6495
Defense Attorney Kelly Sinton	763-200-1672
Defense Attorney Steve Nicol	763-742-9911
Court Information	763-760-6700
Court information – Fines	763-760-6600
Driver's License information	651-296 6911
Law Enforcement Sheriff	763-324-5000
Anoka County Workhouse	763-324-4860
ISAP/HEM	763-324-4910
Anoka County Rule 25	763-324-1404
Anoka County Corrections Drug Testing	763-415-3997

*County Attorneys assigned to VTC: Mitch Schluter

**City Attorneys assigned to VTC: Melissa Westervelt, Sami Corlew and Blair Buccicone

**Authorization to Disclose
Claimant/Benefit and Protected Health Information**

The Anoka County Veterans Treatment Court of Anoka County, Minnesota has made it a condition of my participation in its disposition of my pending criminal matters that I disclose information protected by 5 U.S.C. 552a, 38 U.S.C. 5701, 45 CFR Parts 160 and 164, and 38 USC §7332 (drug and alcohol abuse, HIV infection, and sickle cell anemia) to the criminal justice system.

Therefore, I, _____, request that the United States department of
(Veteran's Name)
Veterans Affairs, Veterans Benefits Administration and Veterans Health Administration disclose my claimant and/or benefit information and protected health information to the following:

Anoka County Veterans Treatment Court and all parties sanctioned by and associated with the court or jail in either pre or post court proceedings.

I authorize release of the following protected health information:

Any and/or all claimant and/or benefit information and any and/or all medical and psychological information to include communication in person, by telephone, mail, encrypted email, or fax.

I certify that this request is made freely, voluntarily and without coercion and that the information on this form is accurate and complete to the best of my knowledge.

I understand that I will receive a copy of this form after I sign it.

I understand that the VA may not condition treatment, payment, enrollment, or eligibility for benefits upon my signing of this authorization.

This authorization will expire upon discharge from the Anoka County Veterans Treatment Court of Anoka County, Minnesota. I understand that I may not revoke this authorization before that date. I understand that failure to provide the Veterans Treatment Court with the appropriate authorizations may lead to my removal from the Veterans Treatment Court and the transfer of my pending criminal matters to the regular District Court venue.

Date

Print Name and Last Four of SSN

Signature

Address

Anoka County Veterans Court Consent Form

CONSENT FOR THE RELEASE OF PRIVATE MENTAL HEALTH, CHEMICAL HEALTH, LAW ENFORCEMENT, COUNTY, AND COURT INFORMATION

I, _____, DOB ____/____/____, understand that to participate in the Anoka County Veterans Treatment Court (VTC), I must allow my medical and alcohol/drug treatment providers to furnish information (including mental health) relating to my treatment to any member of the VTC team, their agency, **or their designee**, for the duration of my participation in the VTC, and by signing this agreement I agree to the disclosure of such records and information. I authorize the VTC team members, their agencies or designees of the following agencies:

1. Marianne Hamrick, Veterans Justice Outreach Specialist and the US Department of Veterans Affair
2. Tim Nelson, Veterans Service Officer and the Anoka County Veterans Services Office
3. Priscilla McDowell and Abby Brandt, Corrections Officer and the Anoka County Community Correction
4. Judges Jenny Walker Jasper, Judge Thomas Lehmann and Melissa Saterbak, 10th Judicial District
5. Jessica Stein, VTC Coordinator and Anoka Court Administration
6. Mitch Schluter, Assistant County Attorney and the Anoka County Attorney's
7. Melissa Westervelt and the Coon Rapids Municipal Attorney's office
8. Steve Nicol and Kelly Sinton, Defense Attorneys
9. Blair Buccicone and Squared Away Non-Profit
10. Paul Evangelist, Peer Mentor Coordinator
11. Anoka County Sheriff's Office and Anoka County Law Enforcement
12. VTC Court Administration Court Operations Associates
13. VTC Evaluator
14. VTC Alcohol & Drug Testing providers.
15. Providers that will provide verification during the referral process
16. Other: _____
17. Other: _____
18. Other: _____

To communicate with and disclose to one another the following information:

- My name and other personal, identifying information;
- My status as a patient in alcohol/drug treatment and mental health services, including attendance;
- My status as a client of Anoka County Human Services;
- My status as a participant in the VTC;
- Information pertinent to child removal, custody, and reunification issues;
- My VTC plan and summaries of my progress in reaching treatment plan goals;
- Initial and subsequent evaluations of my service needs by my medical providers;

- Summaries of alcohol/drug and mental health assessment results and history;
- Discharge plan(s) for alcohol/drug treatment and mental health services;
- Date of discharge from alcohol/drug treatment and mental health services, and discharge status;
- Contact with any law enforcement agency during my participation with the court;
- Information and data collected during and after my participation with VTC to be used for research and evaluation purposes;
- Other: _____
- Other: _____
- Other: _____

The purpose of the disclosure authorized in this consent is to: enable the VTC to evaluate my eligibility for the program, my needs for services from the program and determine/coordinate those services. I understand why I am being asked for this information.

I know and understand that private health information disclosed pursuant to this authorization may be re-disclosed to other parties only with further release of information. My alcohol and drug treatment records are protected under the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 CFR Part 2, and can be disclosed only with further release of information unless otherwise provided for in the regulation. Records concerning mental health services are protected by state law. I am under no obligation to sign this authorization. However, without the requested information the VTC may not be able to be of assistance. I understand I may revoke this authorization at any time by giving written notice of revocation, and by doing so, I am choosing to opt out of the Veterans Treatment Court. I further understand that my records may be transmitted by fax and electronically. **Unless earlier revoked, this authorization expires upon termination from the program or discharge from probation.**

This document does NOT supersede any similar consent forms that I may sign specifically for the release of Veterans' Administration records or for release of any of my treatment records to the Veterans' Administration if said consent forms provide that the consent is irrevocable. In those cases, the Veterans' Administration forms shall prevail.

I understand that my medical and treatment information may be discussed in the Veterans Treatment Court where other participants and observers may hear it.

I have read this document, or it has been read to me, and I understand its contents. By signing this Consent, I am telling the Court that I understand the rights I am waiving.

Participant Signature

Date

Veterans Court Participant Consent to Observation of Proceedings

First Middle Last Name Date of Birth

From time to time individuals are requesting permission to observe Anoka County Veterans Court proceedings where I am a participant.

I understand that I am under no obligation to provide consent for the observation of these proceedings and that providing consent is not a required condition of the Anoka County Veterans Court program. I understand that I may revoke my consent at any time, but that revocation will not be retroactive.

I understand that Anoka County Veterans Court observers will be required to sign an agreement to keep certain information I provide about my experience in Veterans Court confidential. This may include information about: why I am eligible for substance abuse treatment services, what kind of treatment I have received, my treatment program attendance and compliance records, my drug test results, and treatment program progress notes used to monitor me.

I understand that Anoka County Veterans Court observers are not required keep information confidential if the court has already disclosed the information to the public, or if someone else has lawfully disclosed the information to the public.

I understand that statements I make to Anoka County Veterans Court observers are not privileged like statements I make to my lawyer. Any statements I make to an observer and are not confidential may be disclosed and may be used against me.

Under the terms listed above, I consent to having observers present for Anoka County Veterans Court proceedings where I am a participant.

Date: _____ Signature: _____

**STATE OF MINNESOTA
COUNTY OF ANOKA**

**DISTRICT COURT
TENTH JUDICIAL DISTRICT**

State of Minnesota
v.

Case # 02-CR-_____

Anoka County Veterans Treatment Court Participant Agreement

The purpose of the Anoka County Veterans Treatment Court is to promote public safety and assist and support veterans and their families by creating a coordinated response through collaboration with the veteran's service delivery system, community-based services, and the criminal justice system. I have been offered and have accepted the opportunity to participate in this program.

I, _____, VOLUNTARILY AGREE TO THE FOLLOWING:

1. I will attend and complete any treatment program and/or support group, including AA/NA that I am referred to by the Court. I agree to be supervised by persons designated by the Court. I will obey all rules of the treatment program and/or support group, provide verification of my participation, and pay all required fees.
2. I will submit to urine, breath and other drug testing as ordered by the Court. I will not manipulate the results of any testing of me. I will control the intake of fluids so as not to dilute any urine sample. I will cooperate during random home visits by probation officers, police officers, or other authorized agencies, including breath testing and cursory searches of my person and residence.
3. I will appear for all court dates, treatment meetings, probation officer meetings, classes or other scheduled appointments as ordered by the Court, and I will be on time. I will treat all members of the Veterans Treatment Court staff with respect.
4. I will comply with the terms and conditions of my sentence and any other rules designated by Community Corrections (probation) or members of the Program.
5. I agree to keep the Court and treatment providers informed of my current address and phone number(s) and to report all address and phone changes to my probation officer before I make the changes.
6. I will not use or possess alcohol or any mood-altering substances while participating in the Program. Furthermore, I understand that I must have prior permission from Court staff before taking any prescribed medication. I will provide verification of prescriptions to my probation officer before any use of medication. **I understand that Medical Marijuana use is not permitted.** Except in the case of a life-threatening medical emergency, I will only use one physician, one pharmacy, and one hospital while in the Program, and I will advise any health care professionals who treat me that I am chemically dependent.
7. The Court or Community Corrections may impose immediate sanctions for non-compliance with conditions of the program.
8. I agree to the terms set forth by the Program and understand that I will be terminated from the program if I do not follow the Program rules. I have received a copy of this Participant Agreement and agree to its terms and conditions. I also understand that full compliance will fulfill the original Court order and may result in early termination of my probation or placement on administrative probation.

DATE _____

Defendant

DATE _____

Defendant's Attorney

State of Minnesota,
Plaintiff,
vs.

Defendant.

Court File No. 02-CR-_____

PETITION TO ENTER ANOKA COUNTY'S VETERANS TREATMENT COURT

1. I acknowledge receipt of the Anoka County Veterans Treatment Court (VTC) Participant Handbook and the Participant Agreement and have read and understand those documents.
2. I have read all releases of information forms.
3. I have had an opportunity to discuss the release of information forms with an attorney and have signed them.
4. I understand that the VTC utilizes a "staffing" process in which my progress will be discussed amongst the team and my attorney outside of my presence.
5. I understand that a violation of VTC rules or a condition of probation may result in sanctions, including possible discharge from VTC and/or a jail sanction.
6. I understand that I have a right to address the judge regarding any sanctions that are recommended by the VTC team.
7. I understand that participation in VTC is a privilege, not a right, and that I may be released from VTC without the opportunity for a contested hearing.
8. In the event that it is alleged that I have violated probation conditions, I understand that I have the following rights:
 - a. Written notice of the violation;
 - b. A contested hearing to a judge to determine whether there is clear and convincing evidence that I violated probation;
 - c. To present mitigating circumstances or other reasons why probation should not be revoked.
9. That contested hearing would be held in District Court, outside of VTC. If a judge finds after a contested hearing that it was not proven that I violated probation, I can request to return to VTC.

Date: _____
_____ Defendant's Signature

Defendant's Printed Name

Date: _____
_____ Defendant's Attorney