

Chapter 3: Team Roles and Responsibilities

Overview

The formation of a Healing to Wellness Court can be a trying yet rewarding experience, usually involving several dedicated individuals leading the charge toward effecting change. This process can look completely different from tribe to tribe, with different team members assuming different roles. As time progresses, Wellness Courts remain living entities, with potentially new team members joining the folds as the needs of the community and the participants evolve. In addition, Wellness Courts, like their state drug court counterparts, are subject to team member turnover and change. A healthy Wellness Court uses the Policies and Procedures Manual to document the team members based on their roles and responsibilities, not based on individuals. Additionally, this section can be used to describe the structure and composition of the Wellness Court.

Relevant Key Components

These sections are implicated by Key Component 1 to the extent that they describe basic Wellness Court structure—bringing together alcohol and drug treatment, community healing resources, and tribal justice process using a team approach.

Key Component #1: Individual and Community Healing Focus

Tribal Healing to Wellness Court brings together alcohol and drug treatment and community healing resources and the tribal justice process, using a team approach to achieving the physical and spiritual healing of the individual participant and to promoting native nation building and the well-being of the community.

Finding from NIJ Tribal Wellness Court Study Key Component #1: Individual & Community Healing Focus



Problems Identified:

- Wellness teams had a great deal of member turnover.

Lessons Learned:

- Develop a strong structure for your Tribal Wellness Court by building the Tribal Wellness Court team based on roles, not on individuals, in order to avoid the disintegration of the team due to staff turnover.
- Detail the responsibilities of team members from various agencies in written policies and procedures, such as memoranda of understanding, in order to ensure the team's integrity.

Strengths & Weaknesses Reported to First Four Tribal Wellness Courts: Key Component #1: Individual & Community Healing Focus



Strengths

- Good teamwork
- Team members “walk the talk”
- Compassionate & concerned team
- Committed team at beginning
- Home & school liaison involvement
- Tolerance and respect for other team members' opinions
- Core team stability

Weaknesses

- Lack of participation by schools, mental health, tribal elders, and tribal leaders
- Long and poorly facilitated staff meetings
- Poor communication between Wellness Court and mental health provider
- Core team changes
- Poor communication between chemical dependency counselors and team
- Not all team members “walk the talk”
- No Wellness Court coordinator
- Staff meetings not regularly scheduled

Section A: Oversight/Steering Committee Structure, Roles, and Responsibilities

Purpose

Steering committee members are community leaders and senior government stakeholders (such as the Attorney General, the public defender, the probation department, and substance abuse services) who come together to negotiate the formation of the Healing to Wellness Court; to review how the program is performing; and to address any needed changes to its policies and procedures. These individuals are invited to form a steering committee and have the ultimate authority to enter in to memoranda of understanding (MOUs) or memoranda of agreement (MOAs), and to define the authority of the Wellness Court and the roles and responsibilities of the respective parties. Many of these senior people will delegate to their subordinates within their agencies the authority to attend meetings and report back to their superiors what was discussed and whether there are any proposals on the table. The decision whether to sign on to such proposals would reside with the appropriate agency directors and political officials. "Public stakeholders," may be invited in as non-voting members, such as local business leaders, members of the press, and members of the recovery community, in order to bring the public to weigh in on the importance of the program and the effects of alcohol- and drug-related crime on the community.

Sample Tribal Wellness Court Wording

Yurok Tribal Court

"Wellness Court Program Guide" (July 2010)

Steering Committee

The Steering Committee will convene quarterly to discuss policy matters, allocation of resources, design culturally relevant treatment curriculum, and long-term strategic planning. The Committee will review outcome and quality data and make recommendations regarding services and efficiency. The Committee will include representatives from all major stakeholders, including the Yurok Tribal Court, Yurok Social Services, Yurok Public Safety, Community Members and/or Tribal Elders. The Steering Committee will take the lead on fundraising and public relations on and off the Reservation.

Cass County Leech Lake Band of Ojibwe

"Wellness Court Procedure Manual Ninth Judicial District" (July 2014)

Steering Committee

The Steering Committee is comprised of executive-level personnel from the below-listed agencies to facilitate the process, to expeditiously resolve issues, and to provide buy-in at the upper echelon so that later committees with non-executive level personnel will be comprised of people who are confident that the head of each agency is supportive of the Wellness Court mission. The Steering Committee consists of representatives from the following agencies:

- ❖ 9th Judicial District Court
- ❖ Leech Lake Band of Ojibwe
 - Tribal Court
 - Tribal Council Member Representative
 - Law Enforcement
 - Treatment
 - Family Services
- ❖ Cass County
 - County Attorney
 - County Board Member Representative
 - Sheriff's Department
 - Probation
 - Human Services: Adult Services
- ❖ 9th Judicial District Public Defender's Office
- ❖ Department of Corrections

Navajo Nation

"D.A.N.A. Program procedures Manual" (August 2000)

VI. D.A.N.A. Macro Team

- A. *Judicial Branch - The Judicial Branch macro team will be an advisory team for the whole D.A.N.A. program operation. The Macro team for the Judicial Branch will consist of the following members:*
1. *D.A.N.A. Program Coordinator*
 2. *Court Solicitor(s)*
 3. *Chief Probation Officer*
 4. *Peacemaking Coordinator*
 5. *Chief Prosecutor*
 6. *Chief of Police*
 7. *Director-Department of Behavioral Health*
 8. *Director-Division of Social Services*

9. Director-IHS Behavioral Health/Social Service
10. Director-Office of Public Defender
11. Director-Department of Corrections

B. Judicial District - The Judicial District macro team will be an advisory team for the D.A.N.A. program operation at the judicial district level.

1. Judge(s)
2. D.A.N.A. Program Officer
3. Probation Officer(s)
4. Peacemaker Liaison
5. Prosecutor
6. Tribal Court Advocates
7. Detention Officer(s)
8. Treatment Provider(s)
9. Police Officer(s)
10. Public Officials
11. Community Representatives
12. Peacemakers
13. Religious Leaders
 - a. Diné Traditional Ceremonies Specialists
 - b. Native American Church Leaders and Roadmen
 - c. Christian Leaders

VII. D.A.N.A. Micro Team

The D.A.N.A. micro team will admit clients into the program. They will attend the staffing meetings and DANA program court sessions. The Micro team will consist of the:

- A. Judge(s)
- B. D.A.N.A. Program Officer
- C. Probation Officers
- D. Peacemaker Liaison
- E. Treatment Provider(s)

Section B: Team Roles and Responsibilities

Purpose

The purpose of this section is to transparently describe the purpose, structure, composition, roles, and responsibilities of the Healing to Wellness Court Team and its members. A Wellness Court team is the group of professionals who are primarily responsible for overseeing the day-to-day operations of the Wellness Court and for administering the treatment and supervisory interventions. The Wellness Court judge is the leader of the team, and other members will commonly include the tribal Attorney General, prosecutor, or presenting officer, public and private defenders (both attorneys and lay advocates), probation officers, treatment providers, case managers, law enforcement, a Wellness Court Coordinator, and in many cases tribal leaders and/or elders. Some tribes have extended teams and core teams, with the core team responsible for day-to-day operations and weekly meetings, and the larger group meeting less frequently. The National Drug Court Institute (NDCI) provides a “Core Competencies Guide” for the various drug court team members.³² (See excerpts below.) Please refer to the complete NDCI guide for a detailed list of responsibilities for each team member for both the planning and operational phases of a drug court.

³² National Drug Court Institute, *Core Competencies Guide: Adult DCPI Trainings*, available at <http://ndcrc.org/sites/default/files/PDF/Core%20Competencies%20Guide.pdf>

NDCI CORE COMPETENCIES GUIDE (excerpts)³³

Drug Court Judge Core Competencies

A drug court judge presides over non-adversarial court appearances for drug court appearances and leads the drug court team in creating a participant focused recovery program.

COMPETENCY 1: Participates fully as a Drug Court team member, committing him or herself to the program, mission and goals and works as a full partner to ensure their success.

COMPETENCY 2: As part of the Drug Court team, in appropriate non-court settings (i.e., staffing), the judge advocates for effective incentives and sanctions for program compliance or lack thereof.

COMPETENCY 3: Is knowledgeable of addiction, alcoholism, and pharmacology and generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

COMPETENCY 4: Is knowledgeable of gender, age, and cultural issues that may impact the offender's success.

COMPETENCY 5: Initiates the planning process by bringing together the necessary agencies and stakeholders to evaluate the current court processes and procedures and thereafter collaborates to coordinate innovative solutions.

COMPETENCY 6: Becomes a program advocate by utilizing his/her community leadership role to create interest and develop support for the program.

COMPETENCY 7: Effectively leads the team to develop all the protocols and procedures of the program.

COMPETENCY 8: Aware of the impact that substance abuse has on the court system, the lives of offenders, their families, and the community at large.

COMPETENCY 9: Contributes to education of peers, colleagues, and judiciary in the efficacy of Drug Courts.

³³ *Id.*

NDCI CORE COMPETENCIES GUIDE (excerpts)
Drug Court Prosecutor Core Competencies

A drug court prosecutor is usually a “gate keeper” and selects offenders who participate in the program; he/she obtains prior criminal histories of offenders, participates in team meetings, and attends non-adversarial court proceedings.

COMPETENCY 1: Participates fully as a Drug Court team member, committing him or herself to the program, mission and goals and works as a full partner to ensure his/her success.

COMPETENCY 2: The prosecutor, while in Drug Court, participates as a team member, operating in a non-adversarial manner, and promoting a sense of a unified team presence.

COMPETENCY 3: As part of the Drug Court team in appropriate non-court settings (i.e., staffing), the prosecutor advocates for effective incentives and sanctions for program compliance or lack thereof.

COMPETENCY 4: Ensures community safety concerns by maintaining eligibility standards while participating in a non-adversarial environment which focuses on the benefits of therapeutic program outcomes.

COMPETENCY 5: Monitors offender progress to define parameters of behavior that allow continued program participation and suggests effective incentives and sanctions for program compliance.

COMPETENCY 6: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

COMPETENCY 7: Negotiates and monitors treatment and ancillary service contracts. Conducts site visits, reviews progress reports, and assists in audits and certification monitoring. Creates and monitors standards for urine collection and compliance reporting. Ensures gender, age, and culturally specific treatment services.

COMPETENCY 8: Contributes to the team’s efforts in community education and local resource acquisition.

COMPETENCY 9: Contributes to education of peers, colleagues, and judiciary in the efficacy of Drug Courts.

NDCI CORE COMPETENCIES GUIDE (excerpts)
Drug Court Treatment Provider Core Competencies



A drug court treatment provider provides rehabilitative therapy sessions, drug screening, case management and monitoring for drug court participants in keeping with the holistic recovery of the drug court participant. Additionally, within the bounds of ethics and legalities, a drug court treatment provider shares information regarding the progress of a participant in appropriate settings to all drug court team members.

COMPETENCY 1: Participates fully as a Drug Court team member, committing him or herself to the program, mission, and goals and works as a full partner to ensure their success.

COMPETENCY 2: Ensures that the participant receives the highest level of care available, at a reasonable cost, by all contracted and ancillary service providers. Develop post-program services, client outreach, mentor programs, and alumni associations.

COMPETENCY 3: Ensures that offenders are evaluated in a timely and competent process and that placement and transportation are effectuated in an expedited manner.

COMPETENCY 4: Develops effective measure for drug/alcohol testing and treatment progress reporting that provide the team with sufficient and timely information to implement incentives and sanctions systems.

COMPETENCY 5: Assists in providing advanced training in substance abuse, addiction and treatment methodologies so as to provide the team with a meaningful basis to implement incentives and sanctions systems and design program protocols and procedures.

COMPETENCY 6: As part of the Drug Court team, in appropriate non-court settings (i.e., staffing), the treatment provider advocates for effective incentives and sanctions for program compliance or lack thereof.

COMPETENCY 7: Is knowledgeable of gender, age, and cultural issues that may impact the offender's success.

COMPETENCY 8: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

COMPETENCY 9: Contributes to the team's efforts in community education and local resource acquisition.

COMPETENCY 10: Contributes to education of peers, colleagues, and judiciary in the efficacy of Drug Courts.

NDCI CORE COMPETENCIES GUIDE (excerpts)
Drug Court Community Supervision Core



A drug court community supervision officer actively monitors drug court participants outside of the drug court setting, including conducting home and job visits. All client contact is documented and visits logged to help encourage positive participant behavior.

COMPETENCY 1: Participates fully as a Drug Court team member, committing him or herself to the program, mission and goals and works as a full partner to ensure their success.

COMPETENCY 2: Provides coordinated and comprehensive supervision so as to minimize participant manipulation and splitting of program staff. Develop post-program services, client outreach, Mentor programs and Alumni Associations.

COMPETENCY 3: Develops effective measures for drug testing and supervision compliance reporting that provide the team with sufficient and timely information to implement incentives and sanctions systems.

COMPETENCY 4: Coordinates the utilization of community-based services such as health and mental health services, victims' services, housing, entitlements, transportation, education, vocational training, job skills training, and placement to provide a strong foundation for recovery.

COMPETENCY 5: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

COMPETENCY 6: Is knowledgeable of gender, age, and cultural issues that may impact the offender's success.

COMPETENCY 7: Contributes to the team's efforts in community education and local resource acquisition.

COMPETENCY 8: Contributes to education of peers, colleagues, and judiciary in the efficacy of Drug Courts.

NDCI CORE COMPETENCIES GUIDE (excerpts)
Drug Court Community Policing Officer/Law Enforcement Core Competencies

A drug court community supervision officer actively monitors drug court participants outside of the drug court setting, including conducting home and job visits. All client conduct is documented and visits logged to help encourage positive participant behavior.

COMPETENCY 1: Participates fully as a Drug Court team member, committing him or herself to the program, mission and goals and works as a full partner to ensure their success.

COMPETENCY 2: Provides information of participant appropriateness from law enforcement sources to the team and makes recommendation to the team.

COMPETENCY 3: Facilitates the swift delivery of bench warrants for participants who have absconded from the program.

COMPETENCY 4: Acts as a liaison to police agencies, providing education, information, and training on the importance of the drug court program to community safety and the benefits of law enforcement in collaborating with the Drug Court.

COMPETENCY 5: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

COMPETENCY 6: Is knowledgeable of gender, age, and cultural issues that may impact the offender's success.

COMPETENCY 7: Provides a monitoring function to the team (along with supervision and treatment): i.e., going on joint home visits, reporting on participant's activities in the community, and supervising participation in community service.

COMPETENCY 8: Provides assistance, information, and support to participants in the community encouraging them to succeed in the program.

NDCI CORE COMPETENCIES GUIDE (excerpts)
Drug Court Evaluator Core Competencies

A drug court evaluator assists the drug court team in developing, capturing, and communicating useful and useable information for key stakeholders and other audiences.

COMPETENCY 1: Gets involved in the program during the planning process, enabling the effective development of a data collection and evaluation components that collect relevant information critical to the program's survival.

COMPETENCY 2: Become an adjunct to the team, familiar with its policies and procedures, the program process, and the inner workings of the program.

COMPETENCY 3: Utilizes the knowledge and resources of the team to develop a data collection/operating system.

COMPETENCY 4: Ensures that the information system assists the team in monitoring the progress of the participant in the program and enhances the ability of the team to act immediately when there is non-compliance.

COMPETENCY 5: The data collection/operational system assists the team in monitoring program protocols and procedures to allow the team to react quickly to program deviations and the development of trends.

Sample Tribal Wellness Court Wording

Menominee Indian Tribe of Wisconsin

"Menĭpaniw "There is a Good Road" Menominee Tribal Wellness Courts – Policies and Procedures Manual" (October 2013)

Staff Responsibilities

Purpose: *The purpose of this policy is to define the roles and responsibilities of the Menĭpaniw Court Team members.*

1. **Team** – The entire staff serves as the facilitator of treatment by resolving issues, helping to overcome problems impeding treatment, and resolving any other difficulties. In addition, the team oversees the case processing aspect and is actively involved in the program, as well as providing the leadership, authority, and management capacity to enable the Menĭpaniw to operate. Each member of the team appears in court in each

week with the participants. Each member of the team has one vote and majority rules in aspects with the exception of legal matters. In addition, each member of the team has the below listed responsibilities:

- A. **Menīpaniw Court Judge** oversees the weekly court appearances by participants and imposes any sanctions that have been voted on by the team at the weekly staffing of participants.
- B. **Menīpaniw Court Prosecutor** explains the Menīpaniw Court to prospective participants and participates generally and specifically in the referral process with the Prosecutor and the Intake/Counselor in determining the eligibility of participants.
- C. **Menīpaniw Court Public Defender** explains the Menīpaniw to prospective participant and participates generally and specifically in the referral process with the Prosecutor and the Intake/Counselor in determining the eligibility of participants. Once the participants have been terminated or successfully complete the program, the court defender has no further responsibility to them.
- D. **Menīpaniw Court Intake/Counselor** screens prospective participant by administering SASSI (as defined – earlier) and SUDDS evaluations and upon acceptance by the team provides outpatient counseling and makes recommendations to the team if a participant needs inpatient treatment. The Intake/Counselor and the Menīpaniw Court Probation Officer are responsible for developing a treatment plan with each individual and determining if participants are compliant.
- E. **Menīpaniw Court Probation Officer** works with the Intake/Counselor and the participant to develop a treatment plan and to determine if participants are in compliance. The Probation Officer also works with schools and other agencies to provide GEDs, college courses, and job opportunities.
- F. **Menīpaniw Court Coordinator** facilitates the collection and organization of all relevant information by receiving, recording, and maintaining all documents and records of the Menīpaniw Team and the participants. Assist in participant entry to program, follow up, and grant administration which includes grant reporting/program fiscal responsibilities

Yurok Tribal Court

"Wellness Court Program Guide" (July 2010)

Roles of Personnel

Tribal Court Chief Judge: The Judge ensures supervision by presiding over status hearings, attending staff meetings, and holding team members and participating agencies accountable for providing the proper services and asserting team

professionalism. The Judge will also impose original sentencing and sanctions or incentives recommended by the YWC team. The Judge administers the policies and procedures and makes final determinations regarding participants.

Tribal Court Administrator: *The Administrator organizes relevant information regarding the YWC Program, its undertakings, meetings, data collection, and reports to government or tribal agencies. The Administrator also provides the public and committee members with necessary information regarding the operations and success of the YWC.*

Drug Court Case Manager: *They are responsible for the initial screening, monitoring, and encouragement of Drug Court participants. The Case Manager is the main liaison between team members and clients on their progress and provides recommendations of any treatment changes. They are in charge of maintaining client case plans and clients' adherence to their requirements.*

TCAP Community Worker: *Serves as a liaison between the YTC and Yurok persons involved in the State Court System. Maintains participant files and administer client contact and follow-up of those involved in the justice system. Develops case plans and support teams for each participant.*

Family Drug Court Case Manager: *Case Manager is in charge of oversight and developing of the YTC Cultural Component. They shall establish the selection standards and criterion for the cultural contractors. The Case Manager will identify and recruit contractors to solicit their services and describe their role and responsibilities in the Cultural Component. They will provide supervision and oversight for delivery of services and secure materials and supplies.*

Tribal Court Clerk: *Schedules hearings, files necessary documents, acts as an assistant to the Judge, and helps with communication between the Judge and other YWC team members.*

Office of Tribal Attorney Prosecutor: *Participates in the referral process and provides the Tribe's opinion about the participant's potential success and legal eligibility. The Prosecutor also contributes their opinion as it relates to the safety and welfare of the community.*

Tribal Public Safety: *Law enforcement provides community watches, arrest reports, and criminal histories. They can oversee activities (e.g., community service), execute warrants, coordinate with the YTC regarding complaints, and provide referrals. They can also act as mentors and support for those involved in seeking to make positive changes.*

Indian Health Services: *Provides clinical assessments, recommends treatment options and length of services needed. IHS providers will work closely with clients in phase development with family counseling, behavioral counseling, substance abuse counseling, parenting skills, and child welfare services.*

Treatment Provider: *Provides substance abuse counseling, alcohol counseling, drug education, and relapse prevention. Provider is required to maintain a current schedule of*

services it offers, and provides each client with the treatment necessary to address his or her specific needs. They are required to report to the team on the progress and compliance of participants and make recommendations regarding modifications to treatment plans, sanction, and incentives.

Steering Committee: The Steering Committee will convene quarterly to discuss policy matters, allocation of resources, and design culturally relevant treatment curriculum and long-term strategic planning. The Committee will review outcome and quality data and make recommendations regarding services and efficiency. The Committee will include representatives from all major stakeholders, including the Yurok Tribal Court, Yurok Social Services, Yurok Public Safety, Community Members and/or Tribal Elders. The Steering Committee will take the lead on fundraising and public relations on and off the Reservation.

Yurok Wellness Court Team: The YWC team will consist of the Yurok Tribal Court Chief Judge, Office of Tribal Attorney (Prosecutor), Tribal Court Administrator, Case Managers, Substance Abuse Assessor, and Treatment Provider Representative. The YWC team will develop case plans in conjunction with sentencing courts, local law enforcement, probation and parole departments, prisons, jails, and treatment facilities. The YWC team will convene once per month for formal case conferencing and participant status hearings. The team will include family involvement where applicable for client case planning.

Little Traverse Bay Band of Odawa

"Waabshki-Miigwan Court Manual" (January 2011)

Team Member Roles

The **Waabshki-Miigwan Judge** supervises and re-enforces treatment by reviewing the reports from the Waabshki-Miigwan team members and input from each participant and will assign various sanctions and incentives to encourage compliance with the Waabshki-Miigwan Program. The Judge will establish a rehabilitative relationship with the participant through intensive interaction during court appearances. The Judge assumes the role of not only judge, but also mentor and encourager.

The Judge responds quickly to any relapse or other violations with immediate sanctions that address the problem and encourages more dedication to the treatment process. The Court will utilize graduated sanctions to become more restrictive as the severity and frequency of the behavior increases. The court can utilize all the sanctions and incentives spelled out in the Waabshki-Miigwan Policy Manual and any other deemed proper by the Court.

The Drug Court will actively supervise and re-enforce the treatment received by the client. It is a goal of the Drug Court to be an optimistic outlook for each participant in encouraging that client to complete the Drug Court Program as they and the community will both benefit immensely.

*The **LTBB Tribal Prosecutor** reviews each participant's case and advises the Drug Court as to whether or not the participant might be a possible candidate for the Waabshki-Miigwan Program. The prosecutor's assessment will include the verification of whether the candidate's charges are appropriate for the program and whether the participant has any prior convictions or charges that may disqualify him from participation. The Tribal Prosecutor will report to the Court his findings. The Tribal Prosecutor will not prosecute any pretrial participant who is participating in the Drug Court Program unless the client is unsuccessful in the program and is terminated. If the participant is unsuccessfully discharged from the Waabshki-Miigwan Program, the prosecutor can pursue the charges as normal.*

*The **Court Administrator** and the **Court Clerk** of the LTBB Tribal Court are responsible for receiving and filing all original documents, keeping current files and making them available at all Drug Court hearings. The Court Administrator and Clerk of the Court will also be responsible for receiving and recording all payments made to the Drug Court by a client. Finally, the Court Administrator will oversee all budgetary tasks and any grant-related objectives or reporting.*

*The **LTBB Substance Abuse and Mental Health Department** has reserved slots for participants, allowing the participant to access services immediately. Each participant will go through in an intake-initial screening and assessment process at the onset. The participant is assigned a substance abuse counselor and/or a mental health therapist based upon this assessment. The participant and the counselor or therapist will develop a treatment plan based on the abilities, needs, and strengths of the participant and also work together to complete the Waabshki-Miigwan Curriculum. The substance abuse counselor and the mental health therapist will provide timely and accurate progress reports regarding the participant to the Waabshki-Miigwan Team prior to each court appearance of the participant. The substance abuse counselor or mental health therapist will provide any recommendations based on the progress report to the team.*

*The **Waabshki-Miigwan Court Coordinator** will update files and prepare notes relating to each participant's progress in the Waabshki-Miigwan Program. They will also provide the Client, Client's attorney, or other representative the proper forms for entry into the Drug Court Program. The Adult Drug Court Coordinator will be responsible for preparing any orders and distributing them to the appropriate parties. Copies of all the documents pertaining to the client will be sent to the appropriate personnel (i.e., Program Coordinator, Tribal Probation, and Tribal Prosecutor). The Adult Drug Court Coordinator will pay special attention to each Drug Court client's progress and coordinate with Tribal Probation to make necessary adjustments to client's track.*

*The **LTBB Adult Tribal Probation Officer** will monitor and supervise the participant on a daily basis. The Probation Officer is in charge of drug and alcohol testing the participant. The Probation Officer works with the client and the client's assigned counselor to guide them through the Waabshki-Miigwan curriculum. Supervision includes weekly monitoring of 30/30/30 completion, Wellness Activity progress, Self-help Meeting attendance, client behavior, and drug screening. The Probation Officer will confirm the client's successful*

completion of each week's tasks by going over the Client Workbook and Client Calendar with the participant weekly.

*The **Cultural Resource Advisor** will coordinate all cultural components of the Waabshki-Miigwan Program. They will build and maintain a community network of Tribal members capable of assisting the client in completing the culturally relevant tasks throughout the Waabshki-Miigwan Program. Also, the Cultural Resource Advisor will work closely with the Waabshki-Miigwan Program Coordinator to complete all the goals and objectives laid out in the strategic plan.*

*The **LTBB Law Enforcement** provides information to the drug court team concerning contacts between Law Enforcement and drug court participants. A verbal or written report from the Law Enforcement Department regarding positive and negative behavior of participants is provided to the team when necessary. In addition, the Law Enforcement may provide transportation, and drug screening.*