



Pre-trial Assistance to Support Success (PASS) Program

What is it?

- ▶ A supportive pre-trial program that focuses on reducing non-appearances and new offenses
- ▶ “Soft touch” program in line with misdemeanor offenses
- ▶ 2 Support specialists supervised by Community Supported Re-entry Program Manager
- ▶ Participants will receive:
 - ▶ Court reminders
 - ▶ Contact with support specialists via phone, text, self report, and in person
 - ▶ Access to additional support services if needed

Tier System

Tier I

- Lowest level of monitoring
- No history of non-appearance
- Stable residence
- Receive Court reminders

Tier II

- 3 or fewer non-appearances
- Housing instability
- Receive Court reminders
- Complete monthly report via the City website
- Monthly check-ins w/ Re-entry Specialist

Tier III

- Highest level of monitoring
- Seriousness of offense
- 3+ non-appearances
- Housing instability
- Receive Court reminders
- Complete monthly report via the City website
- Bi-weekly telephone check-ins
- Referral to additional services if needed

PASS Program Budget

FY23 City Pretrial Support and Court Reminder Program Budget	
Annual Costs	
CSRP Manager Wage \$33 (estimate) at .2 FTE	\$13,781
CSRP Manager Fringe 40% (estimate)	\$5,512
Pretrial Support Specialists Starting Wage \$22.00 (estimate) x 2 FTE	\$91,872
Pretrial Support Specialist Fringe 40% (estimate)	\$36,749
Office space - lease \$11.82/sq. foot (estimate 12' x 22')	\$3,120
Office cleaning (estimate) \$50 per month x 12	\$600
Computer (county IT annual charge per workstation x 2)	\$2,200
Phone (\$46/mo. X 2)	\$1,104
Computer subscriptions - Full court, HMIS access, PDF Pro, etc	\$2,000
General office supplies (\$10 per month)	\$120
Training* - Statewide Pretrial Academy (travel, per diem, additional costs)	\$4,000
Direct service support, incentives (\$200 per month)	\$2,400
Automon Case Management support contract	\$6,500
TOTAL	\$169,958
One-Time Costs	
Computer initial purchase x 2	\$1,000
Phone initial purchase x 2	\$200
Desktop scanner x 2 (TBD if needed)	\$400
Office furniture x 2 (estimate)	\$5,000
Automon Case Management Software	\$8,000
TOTAL	\$14,600
*Training may be more of an every other year expense	
County generally provides a 2.5% cost of living increase per year	
TOTAL	\$184,558

Financial Impact

- ▶ There will be no financial impact
- ▶ Funds were moved within our existing budget
- ▶ Cancellation of contract with Missoula Correctional Services to create a new program in line with current research and judicial philosophies

Questions?

