



RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

POLICIES AND PROCEDURES

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GENERAL

BACKGROUND

Community Court is a non-traditional, therapeutic approach that works to provide practical, targeted solutions rather than traditional punishment in cases involving low level offenses. Renton Municipal Community Court opened its (virtual) doors in July of 2021 through a collaborative effort between Renton Municipal Court, the Renton City Prosecutor's Office, Valley Defenders, the Renton Police Department, and community organizations.

Working together with community service partners specializing in housing services, education, employment, chemical dependency, health care, licensing, mental health services, and veteran services, we connect participants with the resources needed to restore them and the community.

VISION

Renton Municipal Community Court seeks to achieve compassionate accountability while building a stronger and safer community.

MISSION

Through case management, access to social services and peer networks of support, we utilize a collaborative problem-solving approach to break the cycle of crime, reduce recidivism and decrease the overall impact on the justice system involving offenders committing minor nonviolent offenses.

CORE TEAM

Renton Municipal Court is a collaborative effort of the Renton Municipal Court, Issaquah Municipal Court, Renton City Attorney's Office, Valley Defenders, and the Renton Police Department.

CORE VALUES

Renton Municipal Community Court holds these foundational values, which inform the development and daily operation of the program:

- Every individual involved in the criminal justice system, whether a staff member, defendant, victim, or community member, deserves to be treated with dignity and respect.
- Each participant should be viewed holistically, and court orders and interventions should be crafted based on the participant's responses to an evidence-based risk-needs assessment.
- Participants are more likely to follow through with court-ordered conditions and less likely to re-offend when they understand the court process and perceive it to be fair. +

OBJECTIVES

The objectives for the Renton Municipal Community Court are to:

- Reduce use of jail as a sanction for low-level offenses;
- Increase opportunities for life changing experiences through meaningful connections with social service providers;
- Increase offender accountability through community service and self-reflection;
- Decrease probation violations for low-level offenses and nuisance crimes through an intensive case management model;
- Increase success of participants through case management, employment, re-licensing, treatment, and mental health services;
- Decrease amount of time from date of offense to date of disposition for Community Court cases;
- Promote efficient use of limited financial and human resources in the areas of criminal justice, mental health, and healthcare; and
- Improve public trust in the justice system.

LOCATION & HOURS OF OPERATION

The Renton Community Court operates out of the Renton Municipal Court, located on the third floor of Renton City Hall at 1055 South Grady Way, Renton, WA. Community Court hearings are held from 10:30am to 12:00pm on Thursdays, followed by the Virtual Resource Center from 12:30pm to 1:30pm.

At this time, Community Court operates in a hybrid model; participants are welcome to attend in person or via Zoom. The public is always welcome to attend and view Community Court and/or connect with services providers in the Virtual Resource Center.

Zoom Meeting Information

Renton Community Court
Most Thursdays, 10:30am to 12pm
Meeting ID: 533 352 1935
Password: Renton

Virtual Resource Center
Most Thursdays, 12:30pm to 1:30pm
Meeting ID: 865 251 6559
Passcode: Public01

AREA SERVED & ELIGIBILITY

The Community Court hears low-level misdemeanor offenses that occur throughout the City of Renton. Individuals who have been charged with an eligible offense in Renton Municipal Court may be screened for Community Court.

RENTON COMMUNITY COURT ELIGIBLE OFFENSES

General eligibility: Participant cannot have any violent felony convictions within the last five years or pending violent felony charges; no sexual offenses.

| Eligible* | Possibly Eligible* | Not Eligible |
|--|--|--|
| Theft 3 | Obstructing LEO | Any DV-related offenses |
| Possession of Stolen Property | Indecent Exposure | Assault 4 – Sexual Motivation |
| Criminal Trespass 1 & 2 | Reckless Endangerment | DUI |
| Non-violent Breach of Peace (i.e. urinating, noise violations, etc.) | Possession of Firearms/Dangerous Weapons | Physical Control |
| Resisting Arrest | Minor in Possession | Reckless Driving |
| Disorderly Conduct | Telephone Harassment | Negligent Driving 1 st Degree |
| PDP/UDP | Reckless Burning | DWLS 1 st & 2 nd Degree |
| Malicious Mischief | Interfering with Healthcare Facility | IID Violation |
| Violation of Park Exclusion orders | | Assault |
| Vehicle Prowl | | Harassment |
| Making/Having Burglary Tools | | Violation of Anti-Harassment Order or No Contact Order |
| Unlawful Transit Conduct | | Chronic Nuisance Properties |
| Making False statements | | Hit & Run |
| Vehicle Trespass | | Animal Cruelty |
| Possession of Legend Drug | | Any attempted felony offenses (i.e. Attempted Theft 2, Attempted Assault 3, Attempted Forgery, etc.) |

*The prosecutor may, in his or her discretion, decide that a person charged with a crime is eligible to opt into Community Court on minor nonviolent offenses. In determining eligibility for Community Court, the prosecutor should consider all available information, including the nature of the offense, the facts alleged in the police report, any prior violent and/ or felony history, and any behavior that demonstrates a level of criminal sophistication which exceeds the scope of available resources. Factors to consider for inclusion into Community Court include the following: a demonstrated willingness to comply with conditions and/ or accept responsibility, a need for social services, a lack of resources in county of residence, and motivation to make changes.

Community members who are not charged with a crime are still welcome to receive social services as available through the weekly Virtual Resource Center.

PERSONNEL

Community Court staff are responsible for adhering to Community Court policies and procedures for working together to problem solve individual cases and challenges as they arise. The following list includes core Community Court Staff and their roles.

COMMUNITY COURT JUDGE

The Community Court Judge presides over all cases. The Judge regularly reviews each participant's compliance with their Community Court agreement, administers appropriate sanctions and incentives to increase each participant's accountability, to enhance the likelihood of long-term compliance, and insures timely resolution of legal issues for all cases.

CITY PROSECUTOR(S)

The Community Court Prosecutor reviews all charges and determines which cases qualify for Community Court. The Prosecutor reviews each participant's risk/needs assessment and works in collaboration with the Public Defender and participant to develop an individualized plan. The prosecutor also regularly appears for weekly staff meetings and all Community Court Hearings.

COMMUNITY COURT PUBLIC DEFENDER(S)

The Community Court Public Defender represents and counsels defendants in the court process. The Public Defender works in collaboration with the prosecutor to develop an individualized plan for each participant. They also regularly appear for all Community Court hearings. Depending on the current caseload, one or two public defenders should be regularly assigned to Community Court so as to promote consistency and teamwork with other court staff.

CASE MANAGER(S)

The Case Manager is responsible for keeping in contact with participants and with providers. The Case Manager provides weekly updates to the core team regarding each participant's compliance with their Community Court agreement. They are also responsible for data tracking, regularly appearing for all Community Court hearings, and managing the weekly Virtual Resource Center.

PEER SERVICES SPECIALIST

The Peer Services Specialist joins us from Peer Kent and works one-on-one with program participants. Peers have been through recovery and have maintained sobriety for a significant period of time, and can relate to the population we serve because they've been in their shoes. They assist participants in getting connected to resources for housing, employment, treatment, social support, and more.

COURT ADMINISTRATOR

The Court Administrator oversees the court process and supervises the court clerks. The Court Administrator ensures that the Community Court process is efficient and that Community Court participants are properly scheduled.

OPERATIONAL STRUCTURE

ARREST/CHARGING

Individuals charged with misdemeanor offenses are either booked into SCORE jail or cited and released by the officer with an arraignment date mailed to them by the Court. If booked, the individual will appear for arraignment on the next available in-custody calendar unless they post bail. If bail is posted, the individual will receive an out-of-custody arraignment date via mail.

PROSECUTOR REVIEW

The Prosecutor reviews each case prior to arraignment to determine Community Court eligibility. They shall evaluate for eligibility based on the court eligibility standards referenced previously, any acts of alleged violence in the police report, and public safety concerns. If an individual is deemed eligible for Community Court, the Prosecutor should note this on the court calendar and share a copy with the Public Defender(s) and Case Manager(s).

PUBLIC DEFENDER REVIEW

The Public Defender shall review all Community Court eligible cases and meet with the participants to explain the Community Court process, assess whether there is a willingness to participate and whether the client would benefit from connections with social service providers.

ARRAIGNMENT

All individuals are arraigned according to standard court procedures. If they are interested in participating in Community Court, they will be set on the next available Community Court calendar as a “motion” hearing and will also receive an assigned pre-trial hearing date should they later decline to participate Community Court.

RMCC OBSERVATION HEARING

All eligible and interested individuals must observe at least one Community Court hearing prior to opting into the program. At the observation, the Community Court team will introduce themselves and the program and answer any questions the individual may have after having the chance to listen to the weekly check-ins of current Community Court participants. If the individual is still interested in participating, a time will be scheduled for them to meet with a Case Manager to complete a risk-need assessment (CCAT) and release of information prior to the next Community Court hearing.

INTAKE ASSESSMENT (CCAT)

All potential Community Court participants must complete a risk-need assessment prior to opting into the program. The Criminal Court Assessment Tool (CCAT) is a validated risk-need assessment tool that classifies defendants based on risk for a new arrest, while also screening for important needs that should be targeted to reduce risk. The tool places the defendant/participant in one of four risk categories and produces need flags that indicate a potential need for further assessment or services in six important areas: education, employment, housing, substance use, mental health, and trauma.

PROSECUTOR/PUBLIC DEFENDER CONFERENCE

The Prosecutor and Public Defender will each review the case report and CCAT and then confer with the Case Manager to create an individualized disposition for each participant in the form of a Stipulated Order of Continuance (SOC). The SOC should set out the anticipated graduation date, required service provider connections, additional conditions (classes, community service hours, substance use and/or mental health assessments), and the eventual outcome.

CASE DISPOSITION

Participants will return on their scheduled opt-in day to review the SOC agreement with the Public Defender. The participant will then appear before the Judge to formally enter Community Court.

Dispositions will generally consist of a 12-month Stipulated Order of Continuance (SOC), with an opportunity for early dismissal & graduation upon full compliance and successful completion of all conditions. At a minimum, the SOC requirements will include no new criminal law violations, attendance at all scheduled hearings, community service hours, and specific service provider connections.

REVIEW HEARINGS

Following entry into their SOC, a participant will be scheduled for review hearings or “check-ins” to monitor compliance with their Community Court requirements. A review hearing will include an appearance in front of the Community Court team and will initially be required weekly for all participants. After the first few weeks, frequency of required hearings may decrease based on compliance, risk score, and identified needs. Regular weekly check ins may not require the presence of the Judge unless a participant is out of compliance, or when a new participant is entering their SOC. Regular appearance at review hearings is stressed as the most important requirement of Community Court participation.

STAFFING MEETINGS

The Community Court Team shall meet on a weekly basis to discuss participant progress in Community Court. The weekly meeting will take place immediately before RMCC each Thursday at 10am.

These meetings are also opportunities for staff to reflect on current and future operations, and work collaboratively through any challenges that arise.

COMPLIANCE

A participant will be required to provide proof of attendance for court ordered connections/conditions. Suitable methods of proof will include verbal or written confirmation from a Community Court provider, a compliance report from a provider on a standard compliance form, AA/NA meeting slips, or other documentation as requested by the Case Manager or Court.

Treatment compliance reports will be reported to the Case Manager directly by the provider, using standard forms. If a participant has failed to sign a release of information for the Case Manager, the participant may be required to obtain compliance reports from their provider and give them to the Case Manager.

Completion of a treatment program which is scheduled to extend further than the participant's graduation date is not required of a participant in order to graduate, so long as the participant has been attending and participating fully in treatment and is in good standing on the date of graduation.

SANCTIONS & INCENTIVES

Research shows that predictable, fair, and consistent consequences for participant behavior is integral to effective behavior modification. Participants who fail to comply with any conditions of their SOC or who violate the Community Court agreements may have sanctions imposed. These sanctions will be graduated in nature based on the participant's pattern of compliance or non-compliance. Sanctions may include reflective essays, community service, increased court appearances, increased or altered treatment or provider connections requirements, etc. Use of jail as a sanction shall be a last resort.

Participants who meet substantial goals may be rewarded through decreased court appearances, appearing earlier in the calendar, and praise. The Community Court team may develop other incentives time to time.

RELAPSE

Community Court recognizes that relapse is a part of recovery for those struggling with serious addiction, so an emphasis is placed on honesty in reporting relapse and immediate recommitment to treatment services or a heightened level of therapeutic intervention. Relapse, when self-reported, is not automatically grounds for revocation.

REVOCATION HEARING

A participant who has committed new criminal law violations, repeatedly failed to appear, or has otherwise failed to comply with any imposed conditions may have their SOC revoked upon motion by the Prosecutor, hearing, and ruling of the Court. Upon revocation, the participant is to be sentenced pursuant to standard court procedure.

GRADUATION

A tentative graduation date will be set at the time of opt-in. However, this date may be extended for lack of compliance with conditions, or accelerated upon full compliance and early completion of all SOC requirements. A participant who has substantially complied with all conditions will have their charge dismissed with prejudice per the SOC agreement. Program graduates will receive a certificate of completion and recognition at a graduation ceremony at Renton Municipal Court.

VIRTUAL RESOURCE CENTER & SERVICE PROVIDER PARTNERS

Renton Municipal Community Court (RMCC) has partnered with Issaquah Municipal Community Court (IMCC) and meets every Thursday. A Virtual Resource Center (VRC) is offered starting at 12:30pm, with participants appearing in their respective courts beforehand or after. The partnership between RMCC and IMCC allows us to offer a wider variety of service partners, share valuable resources and encourages collaboration that is beneficial to both cities. Service providers are added to the list as they become aware of and reach out about the VRC.

Current Service Partners of the VRC:

1st Thursday of each month:

Asian Counseling & Referral Service
Department of Social and Health Services (DSHS)
Disabled Veterans
Ideal Options
Lake Washington Institute of Technology
Renton Technical College
Sound Integrated Health

2nd Thursday of each month:

Asian Counseling & Referral Service
Bellevue College
Department of Social and Health Services (DSHS)
Disabled Veterans
Friends of Youth
Ideal Options
IKRON
Issaquah Food and Clothing Bank
Public Health Department
Renton Technical College
Sound Integrated Health

3rd Thursday of each month:

Asian Counseling & Referral Service
Department of Social and Health Services (DSHS)
Disabled Veterans

Hopelink

Ideal Options
Lake Washington Institute of Technology
Reclaiming our Greatness
Sound Integrated Health

4th Thursday of each month:

Asian Counseling & Referral Service
Bellevue College
Department of Social and Health Services (DSHS)
Disabled Veterans
Friends of Youth
Ideal Options
IKRON
Issaquah Food and Clothing Bank
Public Health Department
Sound Integrated Health

5th Thursday of each month:

Asian Counseling & Referral Service
Department of Social and Health Services (DSHS)
Disabled Veterans
Ideal Options
Sound Integrated Health

As needed:

Veterans Services

DATA COLLECTION

The Renton Community Court tracks data on program performance on an ongoing basis. This data is used to gauge results, measure progress, and make improvements over time. Data collected includes referrals, screenings, entries, active participants, court-decided terminations, participant-decided terminations, graduations, referral sources, participant demographics, services provided and utilized, reasons for termination, and recidivism information. Data is maintained in a Community Court Tracker excel spreadsheet managed by the Case Managers.

COURT FORMS

- A. Community Court Informational Flyer
- B. Virtual Resource Center (VRC) Informational Flyer
- C. Stipulated Order of Continuance (SOC)
- D. Release of Information (ROI)
- E. Criminal Court Assessment Tool (CCAT)
- F. Weekly Participant Notes Template
- G. Welcome Packet
- H. Participant Entrance/Exit Survey
- I. Graduation Day Program Order
- J. Certificate of Completion
- K. Community Court Logos



RENTON MUNICIPAL COMMUNITY COURT

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FREQUENTLY ASKED QUESTIONS

• • • • •

HOW OFTEN WILL I HAVE TO APPEAR FOR COURT?

Participants are initially required to attend court weekly. Your court appearances may become less and less frequent so long as you are in compliance with your program conditions. You'll be expected to maintain weekly contact with your Case Manager throughout the program.

HOW LONG WILL IT TAKE FOR MY CASE TO BE DISMISSED?

Most Community Court contracts are designed to last for 12 months. However, you may be eligible for early dismissal if you've completed all your required conditions.

CAN COMMUNITY COURT HELP ME FIND A JOB OR GET INTO HOUSING?

Yes, we work with several community agencies that can assist with finding job training programs, applying for jobs, or finding a housing option that fits your needs.

WHAT HAPPENS IF I RECEIVE NEW CRIMINAL CHARGES, RELAPSE, OR VIOLATE CONDITIONS OF COMMUNITY COURT?

We make best efforts to work with participants to address relapse or other violations within the program. We use progressive sanctions such as community service and essays, and termination from the program generally only occurs when a participant has failed to appear or engage with services for an extended period of time or has multiple new charges.

DO I HAVE TO MAKE A DECISION TODAY ABOUT WHETHER OR NOT I WANT TO PARTICIPATE?

Community Court is most effective when begun soon after the date of the criminal charge. If you need more time to think about it, talk with your Public Defender, who can communicate your request with the Prosecutor.

WHAT HAPPENS IF I DECIDE NOT TO JOIN COMMUNITY COURT?

If you decide not to participate, your case will be handled on the traditional court track, and you will be expected to appear for your pretrial hearing as scheduled. You will still have the option of having a jury trial or resolving your case through a plea deal.

WHAT IS COMMUNITY COURT?

Community court is a non-traditional, therapeutic approach that works to provide practical, targeted solutions rather than traditional punishment in cases involving low level offenses.

The two most fundamental rules of Community Court are that you show up and you tell the truth. Participants who commit to these two requirements are most likely to be successful in the program, and we will work hard to support you in overcoming challenges and connecting with needed resources.

WHO CAN PARTICIPATE?

The City Prosecutor determines who is eligible for Community Court, and typically your Public Defender will let you know at the time of your arraignment hearing if you qualify.

Common eligible charges include:

- Theft 3
- Criminal Trespass
- Possession of Stolen Property
- Disorderly Conduct
- Resisting Arrest
- False Statement to a Public Servant

HOW DO I JOIN?

If you're interested in Community Court, ask your attorney to get you scheduled for an observation hearing.

Once you've observed a hearing, you'll complete a risk and needs assessment with a Case Manager.

Next, the Public Defender and Prosecutor will create a personalized contract for your case (called a Stipulated Order of Continuance). If you agree to the plan and its conditions, you'll be formally admitted into Community Court.

WHEN AND WHERE?

Community Court & the Virtual Resource Center (VRC) are held most Thursdays. Participants are welcome to appear either in-person or via Zoom.

Community Court (10:30am):

www.zoom.us/join

Meeting ID: 533 352 1935

Password: Renton

Virtual Resource Center (12:30 – 1:30pm):

www.zoom.us/join

Meeting ID: 865 251 6559

Passcode: Public01

In person:

Renton Municipal Court

1055 South Grady Way

Renton, WA 98057

For more info, contact our Case Managers at 425-430-6543 or ocss@rentonwa.gov.





RENTON MUNICIPAL COMMUNITY COURT

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Kara Murphy Richards, Judge
Jessica Giner, Judge

VIRTUAL RESOURCE CENTER (VRC)

What: Working together with community service partners specializing in housing services, education, employment, chemical dependency, health care, licensing, mental health services, and veteran services, we connect participants with the resources needed to restore them and the community.

When: Every Thursday from 12:30 – 1:30pm

Where: Virtually via Zoom: <https://zoom.us/join> Meeting ID: 865 251 6559 Password: Public01

More information: https://rentonwa.gov/city_hall/municipal_court/community_court

1st Thursday of each month:

[Asian Counseling & Referral Service](#)
[Department of Social and Health Services \(DSHS\)](#)
[Disabled Veterans](#)
[Ideal Options](#)
[Lake Washington Institute of Technology](#)
[Renton Technical College](#)
[Sound Integrated Health](#)

2nd Thursday of each month:

[Bellevue College](#)
[Department of Social and Health Services \(DSHS\)](#)
[Disabled Veterans](#)
[Friends of Youth](#)
[Ideal Options](#)
[IKRON](#)
[Issaquah Food and Clothing Bank](#)
[Public Health Department](#)
[Renton Technical College](#)
[Sound Integrated Health](#)

3rd Thursday of each month:

[Department of Social and Health Services \(DSHS\)](#)
[Disabled Veterans](#)
[Hopelink](#)
[Ideal Options](#)
[Lake Washington Institute of Technology](#)
[Sound Integrated Health](#)

4th Thursday of each month:

[Asian Counseling & Referral Service](#) (present if no 5th week in month)
[Bellevue College](#)
[Department of Social and Health Services \(DSHS\)](#)
[Disabled Veterans](#)
[Friends of Youth](#)
[Ideal Options](#)
[IKRON](#)
[Issaquah Food and Clothing Bank](#)
[Public Health Department](#)
[Sound Integrated Health](#)

5th Thursday of each month:

[Asian Counseling & Referral Service](#)
[Department of Social and Health Services \(DSHS\)](#)
[Disabled Veterans](#)
[Ideal Options](#)
[Sound Integrated Health](#)

As needed:

[Veterans Services](#)



| | |
|---|---|
| Renton Municipal Court 1055 South Grady Way Renton, Washington 98057 425-430-6550 http://rentonwa.gov/court/ | COMMUNITY COURT MOTION AND ORDER FOR STIPULATED ORDER OF CONTINUANCE |
| City of Renton vs. [REDACTED] Defendant AKA(s): _____ DOB [REDACTED] | Case Numbers: [REDACTED] |

I. BASIS

COMES NOW the parties and hereby move the Court to continue the above captioned cause for a period of ____ weeks/months, will be dismissed with prejudice if the Defendant (herein also referred to as “participant” has complied with the conditions set forth in this document. Defendant is charged with the following offense(s):

Case# [REDACTED] : THEFT 3

The Defendant understands that the crime charged herein carries a maximum sentence of ____ days in jail and a \$ ____ fine.

The Defendant understands that the crime charged herein carries the following mandatory minimum sentencing requirements/implications:

II. FINDINGS

After reviewing the case record, the Defendant’s prior criminal history, and the basis for the motion, the Court finds that the parties have agreed, and the Defendant, by his/her signature, consents to the continuance contained in the motion section of this Order, and waives any speedy trial claims the Defendant would otherwise have been entitled to assert due to such delay, and that such disposition is appropriate.

The Defendant understands that he/she has the right to a trial by jury; the right to see, hear and question all witnesses who would testify against the Defendant, the right to call witnesses on Defendant’s behalf, the right of the Defendant to testify on his/her own behalf, the right to remain silent. The Defendant hereby waives his/her right to jury trial and requests that his/her case be decided by a judge.

The Defendant understands that at staff meetings the Judge, Court Personnel, Prosecutors, Defense Attorneys, and Treatment/Social Service Providers may privately discuss his/her case(s) off the record and without the Defendant being present. The Defendant agrees that such discussions may take place outside of his/her presence.

The Defendant wishes to submit the case on the record in the event this agreement is revoked. The Defendant agrees and understands this means that if a judge finds the Defendant is in breach of this agreement and revokes it, the Judge will read the police reports submitted by the Prosecutor and will review any other materials referenced therein or attached, and based solely upon that evidence, the Judge will make a finding of guilty or not guilty to the crime(s) charged herein.

III. ORDER

IT IS HEREBY ORDERED that the above-captioned cause be, and hereby is, continued for the time period specified above, to be dismissed on or before the expiration of said period provided the condition(s) as indicated below are met. If the following condition(s) are not met, the case shall be set for hearing to determine whether the order of continuance shall be revoked.

A. NON-TREATMENT RELATED CONDITIONS

AS PART OF YOUR SUCCESSFUL COMPLETION OF THE COMMUNITY COURT PROGRAM, it is mandatory that, with the exception of federal holidays, you attend Community Court every Thursday at 12:30 p.m. unless excused from attendance by prior order of the court. FAILURE TO ATTEND MAY RESULT IN THE ISSUANCE OF A WARRANT FOR YOUR ARREST AND DETENTION.

- ☒ Participant stipulates to the accuracy and admissibility of the police report(s)
- ☒ Participant shall commit no criminal law violations.
- ☒ If Participant resides in any supportive housing, he/she shall abide by all house rules and directions of staff.
- ☒ Participant shall appear at all scheduled court dates, unless appearance is specifically waived by the court,

Participant is incarcerated, or Participant is in hospital or treatment facility.

B. TREATMENT/COMMUNITY SERVICE-RELATED CONDITIONS:

ALL CONDITIONS MARKED BELOW SHALL BE ENTERED INTO WITHIN 7 DAYS OF SIGNING THIS ORDER.

ALL TREATMENT SHALL BE COMPLETED AS DIRECTED BY THE RENTON MUNICIPAL COMMUNITY COURT CORE TEAM AND THE TREATMENT AGENCIES MARKED BELOW.

- ☒ Participant shall complete any required follow-up treatment.
- ☒ Participant shall complete ____ hours of Community Service, with proof of hours completed provided to the Court. If community service is not completed as ordered by the Court, the Participant may be subject to sanctions by the Court which could result in revocation of this Agreement.
- ☒ No possession or consumption of alcohol, marijuana/related THC products, or non-prescribed drugs. As a part of this condition you may be required to submit to a urinalysis or breath analysis if ordered by a Treatment Provider or the Court.
- ☒ Geographical Restriction: Stay off premises of: ____
- ☒ Participant shall immediately contact and continue to follow-up with the Social Service/ Treatment Providers marked below: (Refer to list of providers given to you in court to find specific agencies you will contact.)

| Required | Services to Access: |
|--------------------------|---|
| <input type="checkbox"/> | <u>Education</u> : Inquire about finishing/furthering your education and funding opportunities e.g. GED/HS/college completion • 2 different service provider check-ins required in this category |
| <input type="checkbox"/> | <u>Work Training</u> : Inquire about trade training, internships, or work programs. • 2 different service provider check-ins required in this category |
| <input type="checkbox"/> | <u>Employment</u> : Inquire about help with resumes, interviewing and/or job searching and placement. • 2 different service provider check-ins required in this category |
| <input type="checkbox"/> | <u>Legal and Dispute Resolution</u> : Inquire about civil legal matters: renting contracts, debts, and non-criminal legal issues. |
| <input type="checkbox"/> | <u>Parenting/Early Childhood Support Services</u> : Inquire about parenting classes, supplies and/or support for young children/families. |
| | |

| | |
|--------------------------|---|
| <input type="checkbox"/> | <u>Health/Medical Care:</u> Inquire about health insurance, transportation to medical appointments, and/or medical/dental care. |
| <input type="checkbox"/> | <u>Housing Assistance/Programs:</u> Inquire about longer term housing and housing subsidies. |
| <input type="checkbox"/> | <u>DSHS:</u> <u>Cash Assistance for:</u> ID replacement, childcare, medical care, refugees, disabled persons, seniors <u>DSHS Programs:</u> HEN, SNAP, TANF, BFET, PWA, Child Support Services |
| <input type="checkbox"/> | <u>Emergency Services, Food, Shelter:</u> Inquire about help with immediate needs such as housing and food. |
| <input type="checkbox"/> | <u>Mental Health Care:</u> Get a mental health assessment and follow treatment recommendations. |
| <input type="checkbox"/> | <u>Substance Use Disorder Treatment:</u> Get a substance use disorder assessment and follow treatment recommendations. |
| <input type="checkbox"/> | <u>Transportation Services:</u> Orca Lift, shuttles, transportation planning assistance. |
| <input type="checkbox"/> | <u>Specialized Services:</u> Check into additional services support based on your status. <input type="checkbox"/> Veterans <input type="checkbox"/> Disability <input type="checkbox"/> Senior <input type="checkbox"/> Young Adults (18-24) |

Failure to complete the marked condition(s) could result in the Court finding a violation. If a violation is found I agree and understand that I could be subject to sanctions up to and including revocation of this Agreement. The sanctions may include jail, electronic home monitoring, additional community service, fine, work crew, or other appropriate sanctions.

C. SUCCESSFUL COMPLETION:

Dismissal with prejudice of the criminal charges shall take place so long as the Participant completes all specified conditions contained in this agreement

WAIVER OF OBJECTION TO TRIAL SETTING

I am aware that I have the right to trial within 60 days of the commencement date if I am held in-custody or within 90 days of the commencement date if I am not held in-custody. I hereby agree that the new commencement date will be ____ and the new speedy trial expiration date will be 60 days: ____ or 90 days: ____

I hereby authorize my counsel to waive my appearance and continue the case(s) when I am in treatment, incarcerated in another jurisdiction or excused from attendance by the court.

Done in open court this ____ day of ____, ____

Judge/Pro Tem

Name: ____

I have read and understand the above conditions/information. I have been advised of immigration consequences and travel restrictions (ICAOS)

Defendant Signature

☐ Served on Defendant

Address:

Email: Cell Phone: Home Phone:

☐ I authorize courtesy text/email reminders of ☐ court dates ☐ payment due dates. Message and data rates may apply.

Defense Attorney Signature

Name WSBA No.

Prosecutor Signature

Name WSBA No.



RENTON/ISSAQUAH MUNICIPAL COMMUNITY COURT

Consent for Release of Information

Name *

Case Number *

Address *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Date of Birth *



Must check one *

☐ Renton Municipal Community Court

☐ Issaquah Municipal Community Court

I authorize the staff of the Community Court listed above and the providers of the services described in my treatment plan to release and share information with each other. Furthermore, by signing this consent form, I am authorizing the release and re-disclosure of the foregoing information to representatives from the following agencies:

| | |
|-------------------------------------|------------------------------|
| DSHS | Ideal Option |
| IKRON | Valley Cities |
| King County Public Health | Evergreen Treatment Services |
| Hopelink | Friends of Youth |
| Integrated Testing Solutions | Bellevue College |
| Issaquah Food and Clothing Bank | Snoqualmie Valley Shelter |
| Sound Integrated Health | Renton Technical College |
| Issaquah Human Services Department | Advent |
| Asian Counseling & Referral Service | |

☐ Other

The purpose for disclosure is to inform the Renton/Issaquah Municipal Community Court of my attendance and progress in treatment and/or my compliance with court orders and conditions of my SOC. The extent of information to be disclosed is my diagnosis, information about my attendance or lack of attendance at treatment sessions, my cooperation with the treatment program, prognosis, and any relevant medical records including but not limited to urine test results

I consent to the release of information regarding myself which may be protected by local, state or federal laws which could pertain to testing and/or treatment for HIV infection, AIDS, sexually transmitted diseases, mental health problems, alcohol or drug abuse.

I understand that this consent will remain in effect and cannot be revoked by me until the Court has released me from all conditions.

I also understand that any disclosure made is bound by Part 2 of Title 42 of the Code of Federal Regulations governing confidentiality of alcohol and drug abuse patient records and that recipients of this information may redisclose it only in connection with their official duties.

CENTER FOR COURT INNOVATION
Criminal Court Assessment Tool
Short Screener (CCAT-5)

The CCAT consists of ten (A1-A10) administrative items collected for data tracking purposes and 27 items that make up the core risk and needs assessment. Section one includes seven core items (R1-R7) that are based on a review of official criminal justice records. These items contribute to an overall risk score but do not concern the underlying needs of the defendant. Section two includes eighteen items (R8-R27) which contribute both to the overall risk score *and* to an understanding of important needs. In section three, the final five items (N1-N5) are exclusively used to understand clinical needs that may warrant further assessment or referral. They do not contribute to the risk score. Care should be taken *not* to count the final five items of the tool in the risk score.

Administrative/Case Information

[Record the following information for the purpose of data tracking. This section is not a part of the formal risk and need screening tool].

A1. First Name _____ A5. State Identifier _____
A2. Last Name _____ A6. Case Number _____
A3. Date of Birth _____ A7. Arrest Date _____
A4. Interviewer Initials _____ A8. Arrest Charge _____
A9. Charge Severity ☐ Felony ☐ Misdemeanor ☐ Violation/Other
A10. Program Name _____

Contact Information

Address City State Zip

Home Phone # Cell Phone # Email Address

Additional Information

Valid ID Card? ☐ Yes ☐ No Receiving any State Assistance? ☐ Yes ☐ No Food Stamps? ☐ TANF ☐
GAU/ABD ☐ Medicaid ☐ SSI/SSDI/DSHS ☐ Other: _____
Any military service? ☐ Yes ☐ No Active Duty? ☐ Reserve/National Guard? ☐ Branch of Service _____
Years? _____ PTSD? ☐ TBI? ☐ MST? ☐ Discharge Status: _____
Do you currently have health insurance? ☐ Yes ☐ No If yes, name of provider: _____
Primary Care Doctor: _____ Preferred Health Care Facility: _____

Section I. Criminal Record Review

[Section I is where the scored risk assessment begins. Answers for Section I can be found on the official rap sheet or case record. For each question, select the appropriate answer and then select the "X" in the drop down box to the right. The associated point score will automatically be populated. This can be done before or after the defendant interview portion of the assessment. If the requested information cannot be obtained with the rap sheet, select the "X" for unknown. Three or more unknowns will result in not being able to obtain a valid risk score.]

| | | Select One | Points |
|--------------------|--|---|--------|
| R1. | Top arrest charge. | Involves a drug offense that is NOT a marijuana offense. | |
| | | | |
| | | Involves a property offense (e.g. petty larceny, criminal possession of stolen property). | |
| | | | |
| | | Other | |
| | | Unknown | |
| R2. | Prior felony conviction(s), <u>past three years</u> . | No | |
| | | Yes | |
| | | Unknown | |
| R3. | Number of prior misdemeanor or violation convictions <u>in the past three years</u> . | Zero Skip R4 | |
| | | One Skip R4 | |
| | | Two Skip R4 | |
| | | Three + Go to R4 | |
| | | Unknown Skip R4 | |
| R4. | <u>Ten or more</u> misdemeanor or violation convictions <u>in the past three years</u> . | No | |
| | | Yes | |
| | | Unknown | |
| | | N/A | |
| R5. | Any prior sentence to jail or prison. | No | |
| | | Yes | |
| | | Unknown | |
| R6. | Number of warrants for failure to appear in court. | Zero | |
| | | One | |
| | | Two | |
| | | Three + | |
| | | Unknown | |
| R7. | Number of currently open cases (not including the current case). | Zero | |
| | | One | |
| | | Two | |
| | | Three + | |
| | | Unknown | |
| Section I Subtotal | | | |

Section II. Defendant Interview

[Section II is also part of the scored risk assessment. For each question, select the appropriate answer and then select the "X" in the drop down box to the right. The associated point score will automatically be populated. If the interviewee declines to answer a particular item, select the "X" for refusal. Four or more refusals will result in not being able to obtain a valid risk score.]

Introduction : I'm going to ask you a number of questions - questions we ask everyone coming to this court [program]. The first set of questions will focus on demographics, your education and employment history, your living situation, and your personal relationships.

| | | Select One | Points |
|------|--|------------------------------|--------|
| R8. | What is your gender? | Male | |
| | | Female | |
| | | Trans-woman | |
| | | Trans-man | |
| | | Refuse to answer | |
| R9. | What race or ethnicity do you identify with? | Black/African American | |
| | | White/Caucasian | |
| | | Hispanic/Latino/Spanish | |
| | | Asian/Pacific Islander | |
| | | Native American | |
| | | Multiracial | |
| | | Refuse to answer | |
| | | Other | |
| | | Other/Multiracial (specify): | |
| R10. | How old are you today? | Up to 19 years old | |
| | | 20-24 years old | |
| | | 25-29 years old | |
| | | 30-39 years old | |
| | | 40-49 years old | |
| | | 50-59 years old | |
| | | 60+ years old | |
| | | | |

| | | Select One | Points |
|-------|---|--|--------|
| R11. | Have you either graduated high school or received a GED? | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> | |
| R12. | Were you either employed (not including illegal activities), attending school, or attending a vocational training program at the time of your arrest? | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> | |
| R12a. | Have you ever been legally employed? | <div>No Go to R13</div> <div>Yes Go to R12b</div> <div>Refuse to answer</div> | |
| R12b. | Have you ever been fired from a job? | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> <div>Never Employed</div> | |
| R13. | How would you describe your current living situation (the place you were living at the time of your arrest?) (<i>Choose one</i>) | <div>Homeless (on the streets, in a car, in a drop-in shelter) (N/A on R14)</div> <div>Living in a long-term shelter (transitional housing)</div> <div>Living in a halfway house</div> <div>Living in an apartment, house, or room (own/rent)</div> <div>Living in public housing</div> <div>Living with friends or family</div> <div>Other:</div> <div>Refuse to answer</div> | |
| R14. | How long have you been at your current address? (<i>Choose one</i>) | <div>Less than 1 year</div> <div>1-3 years</div> <div>4 or more years</div> <div>N/A - Homeless</div> <div>Refuse to answer</div> | |
| R15. | Do you currently have a primary or "main" intimate partner? By intimate partner we mean a girlfriend, boyfriend, wife, or husband. | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> | |
| R16. | Have you been through a breakup or divorce in the last year? | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> | |
| R17. | Do you have any children under the age of 18? | <div>No</div> <div>Yes</div> <div>Refuse to answer</div> | |

Introduction : Now, I have a few questions about your use of drugs and alcohol.

| | | Select One | Points |
|------|---|-----------------------------------|--------|
| R18. | Have you ever used illegal drugs such as cocaine or heroin or used prescription pills like Xanax, uppers, or pain killers without a prescription? | Yes | |
| | | No Go to R21 | |
| | | Refuse to answer | |
| | | | |
| R19. | How old (in years) were you when you first used illegal drugs? | Less than 10 years old | |
| | | 10 to 14 years old | |
| | | 15 to 19 years old | |
| | | 20 to 24 years old | |
| | | 25 or older | |
| | | Refuse to answer | |
| | | N/A - Never used illegal drugs | |
| R20. | About how often do you <u>currently</u> use illegal drugs? | Not currently using | |
| | | About every day (5+ times a week) | |
| | | One or a few times per week | |
| | | One or a few times per month | |
| | | Only a few times each year | |
| | | Refuse to answer | |
| | | N/A - Never used illegal drugs | |
| R21. | Have you ever used marijuana? | Yes | |
| | | No Go to R23 | |
| | | Refuse to answer | |
| R22. | About how often do you <u>currently</u> use marijuana? | Not currently using | |
| | | About every day (5+ times a week) | |
| | | One or a few times per week | |
| | | One or a few times per month | |
| | | Only a few times each year | |
| | | Refuse to answer | |
| | | N/A - Never used illegal drugs | |
| R23. | About how often do you currently have four or more drinks of an alcoholic beverage in a single day? | Not currently drinking alcohol | |
| | | About every day (5+ times a week) | |
| | | One or a few times per week | |
| | | One or a few times per month | |
| | | Only a few times each year | |
| | | Refuse to answer | |

Introduction : Now, I have just a few questions about your attitudes and behavior. There are no right or wrong answers, just give your best answer or your opinion. First, I am going to read a statement, then you tell me how much you agree or disagree.

| | | Select One | Points |
|---------------------|--|---|--------|
| R24. | When I am very sad, I tend to do things that cause problems in my life. (Choose one) | <input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree <input type="radio"/> Refuse to Answer | |
| R25. | When I am really excited, I tend to not think of the consequences of my actions. (Choose one) | <input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree <input type="radio"/> Refuse to Answer | |
| R26. | The trouble with getting close to people is that they start making demands on you. (Choose one) | <input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree <input type="radio"/> Refuse to Answer | |
| R27. | Some people must be beaten up or treated roughly just to send them a clear message. (Choose one) | <input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree <input type="radio"/> Refuse to Answer | |
| Section II Subtotal | | | |

Section III. Defendant Interview (Continued)

[Section III is not a part of the formal risk assessment. In other words, the following questions DO NOT contribute to the risk score, but the answers should be used to inform the selection of appropriate supervision, treatment, or diversion tracks. As in the previous sections, please select the appropriate answer and then select the "X" in the drop down box to the right. The associated point score will automatically be populated. If the interviewee declines to answer a particular item, select the "X" for refusal.]

Introduction : Now I have a few questions about your mental and emotional health. Some of these questions may be personal in nature or make you feel upset. If that happens, let me know and we can pause. You do not have to answer any question you do not wish to answer

| | | Select One | Points |
|------|---|------------------|--------|
| N1. | Have you ever been in a hospital for emotional or mental health problems? | No | |
| | | Yes | |
| | | Don't know | |
| | | Refuse to answer | |
| N2. | Do you currently feel that other people know your thoughts and can read your mind? | No | |
| | | Yes | |
| | | Don't know | |
| | | Refuse to answer | |
| N3a. | Have there recently been a few weeks where you often felt empty or sad? | No | |
| | | Yes | |
| | | Don't know | |
| | | Refuse to answer | |
| N3b. | In the last few weeks, have there been some days where you have had a lot more energy than normal? | No | |
| | | Yes | |
| | | Don't know | |
| | | Refuse to answer | |
| N4. | In the past month, how often have you had repeated disturbing memories, thoughts, or images of a stressful experience? (Choose one) | Not at all | |
| | | A little bit | |
| | | Moderately | |
| | | Quite a bit | |
| | | Extremely | |
| | | Refuse to answer | |
| N5. | In the past month, how often have you felt very upset when something reminded you of a stressful experience? (Choose one) | Not at all | |
| | | A little bit | |
| | | Moderately | |
| | | Quite a bit | |
| | | Extremely | |
| | | Refuse to answer | |

A. Calculating the Risk Score.

The Raw Score listed below is the grand total of the subtotals from Section I and Section II. If there are more than 4 "R" responses or 3 "U" responses, a valid risk score cannot be calculated.

Raw Score: 0

Number of "U" Responses in Section I: 0

Number of "R" Responses in Section II: 0

Risk Classification. The appropriate risk classification has been selected based on the raw score.

| | | |
|----------|--------------------|-------|
| X | Minimal Risk | 0-15 |
| | Low Risk | 16-21 |
| | Moderate Risk | 22-26 |
| | Moderate-High Risk | 27-32 |
| | High Risk | 33-70 |

B. Need Flags.

Need flags are indicated below. Need flags indicate a possible need for further assessment, treatment, or social services. Positive need flags do not conclusively demonstrate the presence of the given problem or diagnosis.

| |
|-------------------|
| Education |
| Employment |
| Housing |
| Substance Use |
| Criminal Thinking |
| Mental Health |
| Trauma |

Criminal Justice Supervision and Treatment Recommendation

(devise a risk-need informed supervision and/or service plan and briefly summarize here):

Defendant: *

(printed name of defendant)

(signature of defendant/patient)

Witness:

(printed name of witness)

(signature of witness)

Date



(date)

Date



(date signed)

| | | |
|-----------------------|---------------------|-------------------------|
| Name: | | |
| Case Number(s): | | |
| Charge(s): | | |
| SOC Enter Date: | | |
| Original End Date: | | |
| Length: | | |
| SOC CONDITIONS: | | |
| COMPLETED CONDITIONS: | | |
| REMAINING CONDITIONS: | | |
| Appearances: | FTAs while in RMCC: | Warrants while in RMCC: |
| POTENTIAL NEEDS: | | |

| Week # | Hearing Date | Appeared? | Notes | Visited VRC? | Resources Visited |
|--------|--------------|-----------|-------|--------------|-------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Collaborate • Support • Restore



RENTON MUNICIPAL
**COMMUNITY
COURT**

WELCOME PACKET

for

FULL NAME



RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

Kara Murphy Richards, Judge
Jessica Giner, Judge

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RENTON MUNICIPAL COMMUNITY COURT

Collaborate • Support • Restore

Kara Murphy Richards, Judge
Jessica Giner, Judge

Welcome to Renton's Community Court Family! Making the decision to break existing cycles and change your life for the better is no easy feat, and for that we are incredibly proud of you. We look forward to celebrating your accomplishments and will be here to provide support and encouragement every step of your journey.

What is Community Court?

Community Court is a non-traditional, therapeutic approach that works to provide practical, targeted solutions and lift people up rather than simply punish them. While fines or jail can be effective – and sometimes necessary – deterrents, they do not address the problems that many people struggle with that might have led them to commit crimes. Community court provides an effective alternative for people who deal with such struggles, and holds participants accountable while offering resources (such as housing services, education, employment, chemical dependency, health care, licensing, mental health services, and veteran services) and support to build a better life.





RMCC Hearing Information

RMCC hearings are held in a hybrid format every Thursday. Participants can attend via Zoom, or in person at Renton City Hall. The Virtual Resource Center is always on Zoom, but if you appear in person, we can get you set up on a computer here to meet virtually with our service providers.

Renton Municipal Community Court:

Every Thursday prior to the VRC (see hearing notice for start time)

Go to <https://zoom.us/join> or [Download the Zoom App](#) and enter the below "Meeting ID" and "Meeting Password."

Meeting ID: 533 352 1935

Password: Renton

Virtual Resource Center (VRC):

Every Thursday from 12:30pm to 1:30pm

Go to <https://zoom.us/join> or [Download the Zoom App](#) and enter the below "Meeting ID" and "Meeting Password."

Meeting ID: 865 251 6559

Passcode: Public01

Attend in person:

Renton City Hall

1055 S Grady Way, Third Floor, Courtroom 1

Renton, WA 98057





RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

Kara Murphy Richards, Judge
Jessica Giner, Judge

Your RMCC Support Network

Community Court Judge

Kara Murphy Richards

Judicial Administrative Officer

Bonnie Woodrow

City Prosecutors

Iva Clark

Leila Curtis

Public Defender

Shawn McCully

Email: office@valleydefenders.com

Phone: 425-657-0794

Case Managers

Sierra Simmons

Email: SSimmons@rentonwa.gov

Phone: 425-430-6522

Ameo Lynch

Email: ALynch@rentonwa.gov

Phone: 425-430-6519

Peer Services Specialist

Ken Delgado (PeerKent)

Email: ken@peerkent.org

Phone: 253-340-7779





RENTON MUNICIPAL
COMMUNITY COURT
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Jessica Giner, Judge

SOC Agreement Checklist

Please do not feel as if you need to rush to complete all your conditions. Decide which tasks are most important to you, then take care of them one at a time. If you discover there are obstacles that may prevent you from completing any of your tasks, please let anyone on the RMCC team know and we can work together to figure out a solution. The most important task is to simply show up!

Name: _____ *Case Number:* _____ *Charge(s):* _____

SOC Entry Date: MM/DD/YYYY *End Date:* MM/DD/YYYY

SOC period: 12 months, possible graduation after 6 months w/full compliance MM/DD/YYYY).

| Condition | Appt/Start Date | Done? ✓ | Date Completed | Notes |
|------------------------------------|-----------------|--|----------------|----------------|
| | | <input type="checkbox"/> | | |
| | | <input type="checkbox"/> | | |
| VRC – meet with provider(s) about: | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | Have met with: |
| # Hours Community Service | | <input type="checkbox"/> | | |
| Reflection Assignment | | <input type="checkbox"/> | | |

Other Conditions:

- No new criminal law violations.
- Appear at all scheduled court dates, unless appearance is specifically waived by the court, or you are incarcerated or in a hospital or treatment facility.
- Stay off property of _____.





RENTON MUNICIPAL
COMMUNITY COURT
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Course:

Shoplifting

Duration:

4 hours

Description:

This program teaches students the personal and social consequences of shoplifting and to learn techniques to avoid the behavior. The evidence-based coursework is appropriate for theft offenses and common sanction applications.

Website:

<https://www.advent-elearning.net/>

Login ID:

Password:

Once you complete the exam at the end of the course, your results are emailed directly to the community court case managers. A minimum score of 60% is required to pass, and you get two chances to pass.

The course fee is covered by Renton Municipal Community Court. If you are asked for payment information, please let us know!





RENTON MUNICIPAL
COMMUNITY COURT
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Community Service Information

Total number of community service hours to complete: ##

All community service hours due by: DD/MM/2023

Community Service Requirements:

- Must be performed at a nonprofit organization or corporation
- Must be presented on official stationery of the nonprofit organization or corporation, along with the supervising person's name and telephone number. The form must include the hours and dates of the community service performed.
- All community service hours must be completed by the end of your agreed SOC period for you to be eligible for graduation.

Examples of acceptable community service agencies include:

Food Banks

YMCA/YWCA

Boys/Girls Clubs

Outreach programs

Homeless shelters

Animal shelters

Red Cross

Community centers

Libraries

Peer Kent

Community service is exactly what it sounds like: services that you do to benefit your community. It can take a lot of different forms since there's SO much you can do to help folks out in your area. If you can, find something to inspire you to get out there and *do*.

Email verification of completed hours to the case managers at
ocss@rentonwa.gov





RENTON MUNICIPAL
COMMUNITY COURT
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Jessica Giner, Judge

TED Talk Reflection Paper

As a part of your Community Court agreement, you are required to watch a TED Talk video, and write a reflection paper based on what you've watched. This reflection paper should be a minimum of one (1) page in length, size 12 font and double spaced.

You are to watch and reflect upon the TED Talk selected below:

- ☐ **Before You Decide: 3 Steps To Better Decision Making** | Matthew Confer
https://www.ted.com/talks/matthew_confer_before_you_decide_3_steps_to_better_decision_making
- ☐ **Lessons a drug addict can teach you** | Lauren Windle
https://www.ted.com/talks/lauren_windle_lessons_a_drug_addict_can_teach_you
- ☐ **Staying stuck or moving forward** | Dr. Lani Nelson Zlupko
<https://www.youtube.com/watch?v=sHLpOUZe388>
- ☐ **NEVER GIVE UP. MOTIVATE!** | Nicolla Hewitt
https://www.ted.com/talks/nicolla_hewitt_never_give_up_motivate
- ☐ **A simple way to break a bad habit** | Judson Brewer
https://www.ted.com/talks/judson_brewer_a_simple_way_to_break_a_bad_habit
- ☐ **Say yes to you : a guide to self-love** | Lily Zhao
<https://www.youtube.com/watch?v=ekTULO9s3B0>
- ☒ **Choose any one of the above videos**

Some ideas that you can choose to include in your reflection paper:

- Briefly summarize the main ideas presented in the TED Talk.
- What were your initial thoughts while watching?
- Discuss something new that you learned.
- How might you apply what you've learned to your own life?
- Discuss at least one idea/question for follow-up research on this topic.

Email your completed paper to: ocss@rentonwa.gov





Kara Murphy Richards, Judge
Jessica Giner, Judge

Reflection Assignment

As a part of your Community Court agreement, you are required to reflect upon what you learned from your Advent course or treatment/counseling program, how it relates to the incident that brought you to Community Court (what led you to participate in that behavior that day?), and what you might do differently in the future. You aren't being graded spelling or grammar for this assignment – it doesn't even need to be completed in writing! We just ask that you use this as an opportunity for self-reflection: you can also choose to address your goals in life, the tools you have access to that can help you achieve those goals, and the impact that the dismissal of your case could mean for you versus having a conviction for the charge(s) on your record. The team may propose other topics during court that they'd like you to address.

- Share a verbal reflection with the team during court
- A written reflection (an essay, bullet points, journal, etc)
- Write a song or poem
- Create a work of art
- Anything else you can think of to express what you've learned and reflected upon

If you choose to do your assignment in writing, please email it to ocss@rentonwa.gov once completed.

Otherwise you can share your assignment with during court when you're ready.



Kara Murphy Richards, Judge
Jessica Giner, Judge

Virtual Resource Center Attendance & Notes

| Date: | Met with: | What was discussed: | To-Do/Follow-up Tasks: | Follow-up Done? ✓ |
|-------|-----------|---------------------|------------------------|--------------------------|
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |

RMCC Entrance Survey

Name: _____

Date: _____

Entry Process

1. What led you to consider Renton Municipal Community Court as an alternative to the traditional court route? Check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> Get released from jail | <input type="checkbox"/> Access to treatment through RMCC |
| <input type="checkbox"/> Avoid incarceration | <input type="checkbox"/> Access to resources/ services in VRC |
| <input type="checkbox"/> Avoid criminal conviction | <input type="checkbox"/> Support offered/ structure of RMCC |
| <input type="checkbox"/> Avoid collateral consequences (e.g. housing or job loss) | <input type="checkbox"/> Other: _____ |

2. Did you view or receive a copy of a community court informational flyer prior to your observation hearing? Yes ☐ No ☐

3. During the program orientation, how well was all the necessary information about RMCC rules, expectations, and consequences explained to you? Check the best response.

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Not at all | Fair | Average | Good | Excellent |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

4. What is the main goal you want to achieve by entering RMCC?

Core Aspects of Program

5. Which aspects of RMCC do you believe could be **MOST** helpful in motivating your progress in the program? Please check **ALL** that apply.

- ☐ Positive RMCC team (judge, attorneys, probation) interaction
- ☐ Access to the Virtual Resource Center (VRC) each week
- ☐ Rewards/ incentives for reaching goals
(e.g., gift cards, praise/ words of encouragement, decreased court hearings, etc.)
- ☐ Added conditions for failure to comply
(e.g., more community service hours, specialized classes or groups, increased court hearings, etc.)
- ☐ Check-ins and reminders by case manager and/or your attorney
- ☐ Agreement to dismiss the criminal charge(s)
- ☐ Jail or the threat of jail
- ☐ Being terminated from the program or the threat of termination
- ☐ Being convicted of the charged crime(s) or the threat of conviction(s)
- ☐ Virtual appearances
- ☐ Weekly hearings
- ☐ Other: _____

6. Which aspects of RMCC do you believe may be **LEAST** helpful in motivating your progress in the program? Please check **ALL** that apply.

- ☐ Positive RMCC team (judge, attorneys, probation) interaction
- ☐ Access to the Virtual Resource Center (VRC) each week
- ☐ Rewards/ incentives for reaching goals
(e.g., gift cards, praise/ words of encouragement, decreased court hearings, etc.)
- ☐ Added conditions for failure to comply
(e.g., more community service hours, specialized classes or groups, increased court hearings, etc.)
- ☐ Check-ins and reminders by case manager and/or your attorney
- ☐ Agreement to dismiss the criminal charge(s)
- ☐ Jail or the threat of jail
- ☐ Being terminated from the program or the threat of termination
- ☐ Being convicted of the charged crime(s) or the threat of conviction(s)
- ☐ Virtual appearances
- ☐ Weekly hearings
- ☐ Other: _____

Treatment and Support Aspects of This Program

Below are some of the service providers that appear in our weekly Virtual Resource Center (VRC):

Asian Counseling & Referral Service
Bellevue College
Department of Social and Health Services (DSHS)
Disabled Veterans
Friends of Youth

Ideal Options
IKRON
Issaquah Food and Clothing Bank
Public Health Department
Sound Integrated Health

7. Are you interested in learning more about any of the services offered by the above providers? Are there any with whom you've previously connected?

8. Which of the following are you hoping to improve through participation in RMCC? Check all that apply.

- ☐ Personal/ family relationships
- ☐ Education and/or employment
- ☐ Self-Esteem/ image
- ☐ Mental health
- ☐ Physical health
- ☐ Housing
- ☐ Sobriety
- ☐ Outlook on your future

9. Participants are initially required to attend court weekly, Thursdays at 10:30am. There is an option to appear via Zoom or in person at Renton Municipal Court. Do you feel you will be able to commit to regular attendance while you're in the program? Do you foresee any potential barriers to attending?
(Note: *Your court appearances may become less and less frequent so long as you are in compliance with your program conditions.*)

10. Do you have any questions about Renton Community Court?

11. What is your favorite...

- a. Dessert/Snack? _____
- b. Color? _____
- c. Hobby/Hobbies? _____

12. Is there anything else you'd like us to know about you?

ADMINISTRATION ONLY

RMCC Initial Observation Date: _____

☐ Opt-in

Date: _____

☐ Opt-Out

Date: _____

Referral source:

☐ Attorney: _____

☐ Probation officer

☐ Judge

☐ RMCC program staff

☐ Court staff

☐ Family member or friend

☐ Peer

☐ Other: _____

Referral stage:

☐ Arraignment

☐ Pre-trial

☐ Post-conviction

☐ Pre-filing

☐ Other: _____

Custodial status at time of referral:

☐ In custody/ jail

☐ Out of custody/ jail

☐ In residential treatment

☐ Other: _____

Prior legal system supervision prior to RMCC:

Court/ Bench

☐

Parole/ Probation

☐

N/A

☐

Maximum term of supervision prior to RMCC: _____



Renton Municipal Community Court Participant Exit Survey

We would like to hear about your experience in court to help us improve our services. Please be as honest as possible!
Your responses will be anonymous.

Today's Date: / /

Age: Gender: Race/Ethnicity:

1. How did you learn about Renton Municipal Community Court (RMCC)?

Choose all that apply.

- ☐ During court (referred by attorney)
- ☐ An RMCC flyer
- ☐ Word of mouth (friends/community members)
- ☐ Other (please specify) _____

2. What made you choose to opt into RMCC?

Choose all that apply.

- ☐ Get released from jail/avoid incarceration
- ☐ Avoid criminal conviction(s)
- ☐ Avoid collateral consequences (ex: loss of housing or job)
- ☐ Access to treatment
- ☐ Access to other resources or services
- ☐ The support and structure offered by RMCC
- ☐ Other (please specify) _____

3. How well was all the necessary information about RMCC's rules, expectations, and consequences explained to you? Check the best response.

| Poor | Fair | Average | Good | Excellent |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

4. What services providers did you interact with during your time with RMCC?

Choose all that apply.

- | | |
|--|--|
| <input type="checkbox"/> Asian Counseling & Referral Service | <input type="checkbox"/> Peer Kent/Peer Washington |
| <input type="checkbox"/> Bellevue College | <input type="checkbox"/> Public Health Department |
| <input type="checkbox"/> DSHS | <input type="checkbox"/> Renton Technical College |
| <input type="checkbox"/> Friends of Youth | <input type="checkbox"/> Sound Integrated Health |
| <input type="checkbox"/> Ideal Options | <input type="checkbox"/> Veteran Services |
| <input type="checkbox"/> Issaquah Food and Clothing Bank | <input type="checkbox"/> Other: _____ |

5. What types of services were provided?
Choose all that apply.

- ☐ Substance Use Services
☐ Mental Health Services
☐ Education
☐ Employment
☐ Cash or Emergency Assistance

- ☐ Transportation
☐ Peer Support (groups, coaching, assistance navigating services)
☐ Other: _____

6. Which aspects of RMCC do you believe were MOST helpful and/or LEAST helpful in motivating your progress in the program? Please check ALL that apply.

| | MOST helpful | LEAST Helpful |
|--|--------------------------|--------------------------|
| Positive RMCC team (judge, attorneys, probation) interaction | <input type="checkbox"/> | <input type="checkbox"/> |
| Access to the VRC each week | <input type="checkbox"/> | <input type="checkbox"/> |
| Rewards/ incentives for reaching goals (e.g., gift cards, praise/ words of encouragement, decreased court hearings, etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| Added conditions for failure to comply (e.g., more community service hours, specialized classes or groups, increased court hearings, etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| Check-ins and reminders by case managers and/or your attorney | <input type="checkbox"/> | <input type="checkbox"/> |
| Agreement to dismiss the criminal charge(s) | <input type="checkbox"/> | <input type="checkbox"/> |
| Jail or the threat of jail | <input type="checkbox"/> | <input type="checkbox"/> |
| Being terminated from the program or the threat of termination | <input type="checkbox"/> | <input type="checkbox"/> |
| Being convicted of the charged crime(s) or the threat of conviction(s) | <input type="checkbox"/> | <input type="checkbox"/> |
| Virtual appearances | <input type="checkbox"/> | <input type="checkbox"/> |
| Weekly hearings | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

7. When did your lawyer usually speak with you about what might happen during your court appearance?

- ☐ Before the day of the court appearance
☐ Just prior to going before the judge
☐ When I come forward to speak to the court / judge
☐ I usually did not speak with my lawyer about what might happen in court.
☐ Other (please specify) _____

8. If you attended RMCC virtually, how easy was it to navigate the Zoom courtroom?

- ☐ Difficult ☐ Somewhat Difficult ☐ Neither ☐ Somewhat Easy ☐ Easy

If not easy, why or what could be better?

We want to ensure that participants feel respected by the judge and attorneys. Some examples of respect could be if you were listened to, given a chance to tell your side of the story, or if you felt the court staff seemed interested in helping you.

9. Did you feel the judge treated you with respect?

☐ Yes ☐ Most of the Time ☐ Sometimes ☐ No ☐ Not Sure

If not yes, will you share what was not respectful?

10. Did you feel the attorneys treated you with respect?

☐ Yes ☐ Most of the Time ☐ Sometimes ☐ No ☐ Not Sure

If not yes, will you share what was not respectful?

11. Did you feel the case managers treated you with respect?

☐ Yes ☐ Most of the Time ☐ Sometimes ☐ No ☐ Not Sure

If not yes, will you share what was not respectful?

12. Overall, how do you rate the fairness of your SOC/contract requirements?

☐ Unfair ☐ Somewhat Unfair ☐ Unsure/Neither ☐ Somewhat Fair ☐ Fair

If not, what seemed unfair to you?

13. Would you recommend Community Court to someone who in a similar situation to you?

☐ Yes ☐ No ☐ Not Sure

If not, why?

14. Do you plan to continue treatment or engage with our service providers after graduation?

☐ Yes ☐ Some of Them ☐ No ☐ Not Sure ☐ Not applicable

15. Has community Court helped you make positive changes in your life?

☐ Yes ☐ No ☐ Not Sure

16. Have any of the following improved or changed for the better for you since opting into RMCC? Choose all that apply.

☐ Personal/family relationships
☐ Education and/or employment
☐ Self-esteem/self-image
☐ Mental health

☐ Physical health
☐ Housing situation
☐ Other: _____

17. What aspects of RMCC, if any, were helpful to you? (either personally helpful or helpful to you staying on track w/court responsibilities)

☐ Having to appear every week
☐ Interaction with judge or attorneys
☐ Volunteer/Navigator assistance
☐ Rewards/incentives

☐ Treatment (if applicable)
☐ Resource Center
☐ Threat of having the charge on my record.

Anything else?

18. Were there any staff or service providers that were particularly helpful or supportive?

19. Please describe any challenges or barriers you experienced while in the program.

20. Are there any services you hoped we could have provided but were not available?

21. In what ways could RMCC be improved?

22. Is there anything else you would like to share about your experience?

23. Please rate your overall experience with Renton Municipal Community Court.

| Poor | Fair | Average | Good | Excellent |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

****THE RESPONSES ON THIS PAGE WILL BE SAVED SEPARATELY SO ALL PREVIOUS ANSWERS WILL REMAIN ANONYMOUS****

If an option existed, would you be interested in participating in a RMCC Alumni Group?

Yes

No

☐☐

Would you be interested in sharing your community court experience with the City of Renton Communications Department, and potentially being featured on the City's social media pages or in an RMCC video?

(If you select "yes" to this question you are also consenting to your contact information being shared with the City's Communication Director).

Yes

No

☐☐

If yes to either of the above, please verify your current contact information:

Full name: _____

Phone number: _____

Email address: _____

Thank you and congratulations!!

ADMINISTRATION ONLY

RMCC Participant Opt-In Date: _____ RMCC Participant Exit Date: _____

Reason for RMCC Exit:

Graduation

☐

Termination

☐

Opt-Out

☐

Basis for termination or opt-out, if applicable: _____

Referral source:

☐ Attorney

☐ Probation officer

☐ Judge

☐ RMCC program staff

☐ Court staff

☐ Family member or friend

☐ Peer

☐ Other: _____

Referral stage:

☐ Arraignment

☐ Pre-trial

☐ Post-conviction

☐ Pre-filing

☐ Other: _____

Custodial status at time of referral:

☐ In custody/ jail

☐ Out of custody/ jail

☐ In residential treatment

☐ Other: _____

Referral to inpatient treatment while in RMCC: ☐ YES ☐ NO

If referred to inpatient treatment while in RMCC, name of treatment agency and length of stay:

Prior legal system supervision prior to RMCC:

Court/Bench

☐

Parole/Probation

☐

N/A

☐

Maximum term of supervision prior to RMCC: _____

Rewards/ incentives received while in RMCC: _____

Sanctions received while in RMCC: _____

Graduation Day

General Order of Program :

10:30 – Log in/meet in Courtroom 1

10:40 – Welcome and introduction of graduate – Judge Kara

10:45 – Parties share words of progress/success:

- Case Manager (1-2 minutes)

- Public Defender (2-3 minutes)

- Prosecutor (2-3 minutes)

11:00 – Guests invited to speak (1-2 minutes per guest)

- Graduate invited to speak if s/he so wishes

11:10 – City's motion to dismiss case – motion granted by Court

- Final statements from Judge Kara; present certificate of completion, card, & gifts to graduate

11:20 – Applause; food and beverages

11:25 – Graduate to meet with Case Manager to complete exit survey, if needed

- Address remaining RMCC cases, Zoom participants first

12:20 – Lunch coupons to in-person participants

- Virtual Resource Center

RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

CERTIFICATE OF COMPLETION

IN RECOGNITION AND CELEBRATION THAT

Firstname Lastname

has successfully and fully satisfied the requirements of Renton Municipal Community Court.

On this _____ day of _____, 2022.



The Honorable Kara Murphy Richards ("Judge Kara")
Presiding Judge, Renton Municipal Court

RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

CERTIFICATE OF COMPLETION

IN RECOGNITION AND CELEBRATION THAT

Firstname Lastname

has successfully and fully satisfied the requirements of Renton Municipal Community Court.



On this _____ day of _____, 2022.

The Honorable Kara Murphy Richards ("Judge Kara")
Presiding Judge, Renton Municipal Court

RENTON MUNICIPAL
COMMUNITY COURT
Collaborate • Support • Restore

CERTIFICATE OF COMPLETION

IN RECOGNITION AND CELEBRATION THAT

Firstname Lastname

has successfully and fully satisfied the requirements of Renton Municipal Community Court.



On this _____ day of _____, 2022.

The Honorable Kara Murphy Richards ("Judge Kara")
Presiding Judge, Renton Municipal Court

Collaborate • Support • Restore

RENTON MUNICIPAL
**COMMUNITY
COURT**

CERTIFICATE OF COMPLETION

In recognition and celebration that

Firstname Lastname

has successfully and fully satisfied the requirements
of Renton Municipal Community Court.

On this _____ day of _____, 2022.



The Honorable Kara Murphy Richards ("Judge Kara")
Presiding Judge, Renton Municipal Court

Collaborate • Support • Restore

RENTON MUNICIPAL
**COMMUNITY
COURT**

CERTIFICATE OF COMPLETION

IN RECOGNITION AND CELEBRATION THAT

Firstname Lastname

has successfully and fully satisfied the requirements
of Renton Municipal Community Court.

On this _____ day of _____, 2022.

The Honorable Kara Murphy Richards ("Judge Kara")
Presiding Judge, Renton Municipal Court



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RENTON MUNICIPAL
**COMMUNITY
COURT**