

LAKE COUNTY COMMUNITY CORRECTIONS

2600 West 93rd Avenue
Crown Point, Indiana 46307
(219) 755-3850 – Fax (219) 755-3689

KELLIE J. BITTORF
Executive Director

October 14, 2010

MARK R. MURPHY
Director of Operations

LEAH M. JOHNSON
Budget and Personnel Manager

BRIAN D. JOHNS
Correctional Services Manager

LONI N. BRITTINGHAM
Quality Assurance Manager

RANDY GODSHALK
Legal Counsel

To whom it may concern:

Please review the following transfer guidelines as they have been recently modified. Effective immediately, all transfer cases to Lake County Community Corrections must meet the following criteria:

BOARD OF COMMISSIONERS

ROOSEVELT ALLEN JR.
First District

GERRY J. SCHEUB
Second District

FRANCES DuPEY
Third District

ADVISORY BOARD

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Chairman

HON. THOMAS P. STEFANIAK JR.
Vice-Chairman

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Secretary (Non-member)

HON. MARY BETH BONAVENTURA

PROS. ATTY. BERNARD CARTER

HON. RUDOLPH CLAY

JAMES CLEMENT JR.

HEATHER COLE

SHERIFF ROGELIO 'ROY' DOMINGUEZ

CARLEAN GADLING

LEE GILLIAM

PATTY HERNANDEZ

JAMES A. HOLCOMB

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COUNCILMAN THOMAS O'DONNELL

SHERRY OMAN

JOSEPH M. PELLICCIOTTI

HERBERT I. SHAPS

ALMA V. WHITE

- The sentencing county must determine if the defendant meets the requirements of their guidelines prior to requesting a transfer assessment. LCCC will not consider a transfer for those who do not meet the requirements of the sentencing county.
- LCCC must have access to the defendants' Charging Information, Probable Cause Affidavit, Plea Agreement, as well as Pre-Sentence Investigation Report prior to the interview appointment.
- The defendant must contact our office to schedule an interview. Defendant's who do not participate in the interview process will be automatically disqualified.
- The defendant must pay LCCC **fees in full prior to entry** into any of our programs. Fees include:
 - \$100.00 transfer fee
 - \$20.00 assessment fee
 - \$20.00 equipment fee
 - \$10.00 a day or 25% of the defendants' gross pay, whichever is greater, for each day the client is on the program.
- The defendants' sentence must be at least 30 days but no more than one-year actual time.
- The defendant's order must state that should the defendant violate the LCCC rules, the client is to be placed in the Lake County Jail for transport to the sentencing county's jail.

LCCC administrative staff must review any exceptions to the above requirements. If you have any questions of concerns please do not hesitate to contact our office at 219-755-3850.

Sincerely,

Kellie J. Bittorf
Executive Director