

## PRETRIAL SERVICES DEPARTMENT EQUITY AND INCLUSION PLAN 2025

AREA OF OPPORTUNITY	TIER 1 (BEGINNING)	TIER 2 (EMERGING)	TIER 3 (ADVANCING)
<b>Organizational Commitment</b>			
Inclusive hiring practices	Current staff are comprised of 3 men and 6 women with 4 staff who identify as racial or ethnic minorities.	Reclassified social workers to case managers to increase and diversity applicant pool.	Expand Pretrial Services Department and fill vacancies with staff reflective of population we serve, to include those with lived experience.
Staff training and cultural competency	Opportunities for training are shared and staff are encouraged to attend when able.	Arrange staff training on cultural competency, bias, and racial equity.	Organize roundtable discussions around staff-chosen literature (articles, books, research, etc.) relevant to cultural competency and best practice.
Develop policies for transgender clients	Staff currently utilize features in case management software to denote clients' preferred names and pronouns.	Work with transgender community to develop inclusive language for policies and documents.	Assess drug testing policy to ensure it follows best practices for transgender clients.
<b>Leadership Development</b>			
Mentor/intern opportunities	Staff have mentored interns in the past.	Became a field placement site for social work and criminal justice students.	Arranged for a 2025 intern.
<b>Program Innovation</b>			
Provide services to non-English speaking clients	Staff utilized the Clerk of Courts accounts for the Language Line.	Obtained department account for the Language Line.	Hire a bilingual social worker/case manager.
Streamline access to community resources	As of 2023, Pretrial Services has a contract for recovery coaching with Safe Communities.	Improve direct service referrals to community treatment/service providers.	Establish contracted services with other community programs for services such as treatment, housing, and support.
Use of assessment tools	Pretrial Services uses the Public Safety Assessment (PSA), a race- and gender-neutral assessment tool, to help inform bond decisions made by judges and commissioners.	Expand use of PSA develop a Decision Making Framework (DMF) that will align client risk with relevant conditions and supportive services.	Hire an additional PSA Assessor so the tool can be completed for all clients and help inform supervision decisions made by social workers/case managers.
Use of technology	Utilize electronic monitoring as jail alternative and case management software to track client outcomes.	Awarded technical assistance from the Harvard Kennedy School Government Performance Lab to analyze data and determine areas for improvement in 2025.	Improve equipment and data tracking systems to align with best practice while affirming client rights.
<b>Collaboration</b>			
Work with RESJ and Office for Equity and Inclusion	Developed Equity and Inclusion workgroup and attend RESJ equity plan training.	Work with OEI to arrange staff trainings on implicit bias.	Work with OEI to announce positions and reach more diverse applicants.
<b>Resource Mobilization</b>			
Address transportation issues for clients	Staff give out bus passes so clients can attend appointments and court hearings.	Expand use of bus passes to include treatment appointments.	Develop cab account for clients who do not have access to public transportation.
Increase direct access to resources	Staff provide brochures for community resources to clients.	Obtain certain supplies such as Narcan and fentanyl test strips from community providers to allow direct access for clients.	Develop contracts directly with service providers in the community for mental

			health, substance use disorders, and other issues.
<b>Brand and Visibility</b>			
Develop exit survey	Staff drafted exit survey which will be reviewed and finalized.	Implement use of exit survey and ensure multiple options for completion (i.e., anonymous online survey, paper survey at final appointment or mailed to client)	Utilize suggestions from exit survey to develop more inclusive and culturally sensitive policies and procedures.
Improve education on resources	List of resources available on Pretrial Services website.	Staff created bulletin boards with curated resources and corresponding binders to allow easy access to resources for clients.	Staff arranged and participated in a courthouse resource fair to allow judges, attorneys, and other providers to learn about community resources for clients.