

# DISP

## Participant Handbook



Dear Participant,

Welcome to the DISP program! The philosophy behind DISP is that our community will be safer in the long run if people who live with addictions and substance abuse are treated and supervised in the community, rather than sending the individual to jail or prison, only to be released not having received the treatment they need. The purpose of the DUII Intensive Supervision Program (DISP) is to help you address the alcohol and drug behaviors that contributed to your offenses. Providing you with a probation period where you do not use alcohol or illegal substances, we believe, will help improve the quality of your life, as well as the safety and security of our community. It is our hope and belief that this program can give you the skills to continue these benefits long after your probation ends.

Everything that DISP requires you to do, and not do, is intended to contribute to your success at remaining drug and alcohol free. Everyone who contributes their work and effort to DISP - the court and its staff, attorneys, case managers, law enforcement and treatment providers- have your success as their goal and will do all they can do to support your positive efforts. But ultimately it will be your hard work, your determination, and your willingness to honestly confront your situation that will determine whether you will be successful in making a better future.

This handbook has been created to give you a full explanation of DISP, so that you can make an informed decision about whether to enter this program and also to prepare you to comply fully with DISP probation conditions. Once you enter the program, your case manager will be available to answer your questions as they arise, and to help you deal successfully with the situations and challenges you will face in complying with your DISP probation.

The restoration and renewal process you are about to begin will benefit you, your loved ones and your community. We look forward to working with you toward the worthy goal of a life that is happier and healthier and a community that is safer.

Good luck in your program.

Sincerely,

Judge Leslie G. Bottomly

## MISSION STATEMENT

The mission of the DUII Intensive Supervision Program (DISP) is to promote public safety by working with repeat DUII offenders who are high risk to repeat this crime and in high need of treatment. Through intensive, collaborative supervision and effective treatment, DISP strives to reduce recidivism, change lives, and increase public safety. The DISP team is dedicated to providing an equitable program that honors diversity, unique experiences and identity. DISP strives to create and maintain an environment that is inclusive, equitable and welcoming to all.

DISP upholds the mission of the Oregon Judicial Department (OJD):

As a separate and independent branch of government, our mission is to provide fair and accessible justice services that protect the rights of individuals, preserve community welfare, and inspire public confidence.

## DISP INTRODUCTION

Welcome to the Multnomah County DISP Court. DISP works by assisting you to enter into recovery from alcohol, drugs and other negative associations. When you are in recovery you can be a responsible, content, law-abiding citizen. This handbook is designed to answer your questions and provide information. As a participant in DISP, you will be expected to follow the conditions set forth by the DISP Team. You are responsible for knowing and following all the rules in this handbook.

This program is intensive. You should plan to do something for this program every day for the entire program. This could be as simple as calling the UA call-in line. It could be as hard as submitting a UA, seeing the Judge, going to treatment and work all in one day. When you successfully complete this program, you will be less likely to commit another DUII or other crime. Recovery is a process of change through which you improve your health, wellness, live a self-directed life, and strive to reach your full potential. Honesty is one of the most important requirements of this program. If you violate probation the best thing to do is to immediately report it to your case manager and treatment.

### **Tips for success:**

- Show up
- Stay in contact
- Honesty (this is hard)
- Read this handbook
- Talk to your case manager, PO and treatment if you do not understand something
- Ask questions
- Be willing to quit using alcohol and drugs
- Be ready to not drive
- Honesty (it's on here again because it's important and not easy)

The DISP team works together to help you get to where you want to be. Below is the list of the DISP team members.

**DISP Judge**

Honorable Leslie G. Bottomly

**Deputy District Attorney**

Theresa Turner

**Defense Attorney**

Audra Kaleta 503-226-3083 ext. 108 [akaleta@multnomahdefenders.org](mailto:akaleta@multnomahdefenders.org)

**Treatment Providers**

**(NW Treatment)**

503-655-1029

**(Volunteers of America)**

Gregory Kennedy 503-228-9229

**Probation Officer**

Jodi Leahy 503-988-8454

**DISP Coordinator**

Jennifer Rivas 503-274-0610 [jennifer.e.rivas@ojd.state.or.us](mailto:jennifer.e.rivas@ojd.state.or.us)

**DISP Case Manager**

Kenneth Vaughn 503-964-4479 [kenneth.a.vaughn@ojd.state.or.us](mailto:kenneth.a.vaughn@ojd.state.or.us)

You may not see all the team members every time you are in court. Know that we are all here to answer your questions or help you.

### DISP CASE MANAGERS

You will have a case manager assigned to you. You will meet with your case manager frequently. The case manager has many roles. One role is to assess if you are complying with probation conditions and engaged in treatment and recovery. When you report for a meeting with a case manager you should bring any required documentation to show compliance with the program. This usually includes a community support meeting (AA or similar) attendance slip, pay stub, prescriptions, and any other documentation you are ordered or directed to provide. The case manager will go over the documentation and will work with you on a continuous action plan.

Another role is to help you through the program and communicate positive progress as well as problems to the team. The case manager is the first person to talk with if you have a question about any aspect of DISP. If you are having trouble complying with an order or obligation, you should speak to your case manager. Any request that must be approved by the judge will go through the case manager. The case manager will communicate with the DISP judge and team about your request.

You need to maintain communication with your case manager. Similarly, the case manager needs to be able to contact you at any time. You are required to maintain a working phone line so that you can be contacted easily. If for some reason you do not have a phone for some time, you must plan with your case manager to maintain contact. If your case manager calls you, it is important

that you call back as soon as possible. Failure to maintain communication can result in real problems for you. Case managers are required to request a warrant for people who are out of touch and do not maintain contact for too long. If you need to contact a case manager you should call, email or report in person. Immediately report any changes in phone or other contact information

### In The Courtroom

You must show up for all court hearings. You are expected to be on time, be attentive and cooperative. Read all your court orders, these contain orders from the judge that you must follow and have your next court dates and times. The purpose of status hearings is to form an honest and open relationship with the judge, the DISP team, and your fellow participants. Cell phones must be turned off or put away. No food or beverage is allowed in the courtroom. Water is provided by court staff. You must remain in the courtroom for the duration of the court hearing, unless the judge or other team members give you permission to leave.

Court hearings are open to the public. Family, sponsors, and supportive peers can attend hearings with you. Please be mindful of bringing children to court. While we do encourage family support, not all court hearings are appropriate for children. The Multnomah County Courthouse offers free childcare for all court users. Your case manager can give you instructions on how to check your child in to court care.

Often, therapy dogs will be present during court sessions. You are invited and encouraged to engage with the dogs. Therapy dogs are there for you to offer support, comfort and ease during court hearings.

### TREATMENT

Oregon law requires that every person convicted of Driving Under the Influence of Intoxicants (DUII) must complete substance abuse treatment. Treatment to be more than a legal requirement. Treatment helps you to be free from alcohol and drugs as well as a path to enhance your quality of life. DISP focuses on making sure that you receive the right kind and amount of treatment. DISP works with several preferred treatment providers in the area. If you want to attend treatment with a culturally appropriate provider, please let us know. It is likely that one our providers will have culturally competent staff that matches the culture you identify with. The judge may order additional treatment if you engage in treatment at a different treatment provider. If treatment at another provider is approved, you will be required to see that your treatment provider sends monthly status reports to DISP. Insurance and the Oregon Health Plan pay for treatment.

#### Treatment Policies

- You must enroll in treatment within seven (7) days of being sentenced.
- You will be required to be in treatment for at least one year.
- Treatment providers will determine how often you attend treatment.
- The judge may order more treatment if the team feels this will help you.
- You may not miss, cancel or reschedule treatment without permission from the court.
- You must continue treatment until the treatment provider and the court approve treatment

completion.

- Treatment providers must submit monthly reports to the court. If your provider does not provide documentation to the court, the judge may require you to change treatment providers.

If you are interested in entering DISP, we will work with you to find the right treatment provider. We will work to see that your insurance pays for all or most of treatment.

### INCENTIVES & SANCTIONS

DISP utilizes incentives and sanctions to help motivate you and to hold you accountable for your behavior. Incentives are positive responses that recognize your progress in the program and promote change. Sanctions are a response to probation violations and noncompliance of program requirements. Sanctions are in place to deter specific actions and promote change in behaviors. Using alcohol or drugs does not result in a sanction from the court if you are upfront and honest. What you do after a relapse directs the court response. If you are open and honest about use before being found out by a test or another way the court will not sanction you with jail.

Possible Incentives	Possible Sanctions
<ul style="list-style-type: none"> <li>• For every UA submitted up to two days are taken off probation time</li> <li>• Up to six months off probation for positive engagement               <ul style="list-style-type: none"> <li>• Verbal praise</li> </ul> </li> <li>• Applause/special recognition               <ul style="list-style-type: none"> <li>• Books</li> <li>• Water bottles</li> </ul> </li> <li>• Certificates of achievement</li> <li>• Letter from Judge / team</li> <li>• Recognition during graduation / phase ceremony               <ul style="list-style-type: none"> <li>• Leave court early</li> </ul> </li> <li>• Suspend \$1000-\$2000 Fine               <ul style="list-style-type: none"> <li>• Fee reduction</li> </ul> </li> <li>• Reduced community service               <ul style="list-style-type: none"> <li>• Travel privileges</li> </ul> </li> <li>• Turn self in (TSI) Jail time</li> </ul>	<ul style="list-style-type: none"> <li>• Verbal or written warnings               <ul style="list-style-type: none"> <li>• Essays / assignments</li> <li>• Sit in court</li> <li>• Restricted travel</li> </ul> </li> <li>• Electronic Monitoring</li> <li>• Curfew/check-in time</li> <li>• Increased UA's, OSM, or SCRAM</li> <li>• Increased supervision/court reporting               <ul style="list-style-type: none"> <li>• Increased therapeutic contacts</li> <li>• Work Crew</li> </ul> </li> <li>• Short-term jail sentence</li> <li>• Termination from program</li> </ul>

## JAIL

Part of your DISP sentence will involve jail time, this is required by laws around DUII. Before you enter DISP your attorney, the DA and judge will let you know how much jail time is required. Most misdemeanor DUIIs result in a two-day jail sentence. Most felony DUIIs have a 90-day jail sentence. The team will work with you on a turn yourself in (TSI) schedule. Your TSI days can be served on weekends or other days that fit your schedule. If you miss TSI for any reason you must come to court to address this.

Some probation violations can result in jail. Driving and dishonesty are the usual reasons for a jail sanction.

## RELEASES OF INFORMATION & CONFIDENTIALITY

Your participation in DISP is confidential. State and Federal laws require that your identity and privacy be protected. The DISP team has developed policies and procedures that guard your privacy. You will be asked to sign a Consent for the Release of Confidential Information. This Release of Information is for the sole purpose of sharing information among team members related to your participation in DISP and in treatment. To participate in DISP you must sign the release of information so that the team can discuss your case. The DISP team cannot and will not share any information about your case with anyone outside of the team. You can sign a release of information to allow the team to communicate with others.

## ALCOHOL & OTHER DRUGS

Our goal is for you to continue living life without the use of mind- and mood-altering substances. You may not consume any alcohol or use any drugs at any time, for any reason, during your probation. You may not use any product that contains alcohol. You may not consume non-alcoholic beer, non-alcoholic wine, kvass or kombucha. You may not drink, eat or consume cough syrup or mouthwash that contains alcohol or food prepared with alcohol. Do not use any medications, tinctures or homemade remedies prepared with alcohol. You may not use alcohol-based hand sanitizers. You may be surprised at how many products contain alcohol; be sure to read labels. If you eat out or at other people's homes, you should ask if anything was prepared with alcohol. No form of marijuana is allowed for any reason. You are not allowed to use synthetic cannabis, inhalants or other legal intoxicants. You are not allowed to consume poppy seeds. You will be held responsible for all positive alcohol / drug tests. Claiming other products caused a positive test is not acceptable.

Addiction is a disease that this court understands may be out of your control at times. If you do use alcohol or drugs it will be reviewed in court by the team and judge. We will explore solutions that will prevent future use.

### Prescription Drugs / Acknowledgment of Physician

You must inform your case manager before you fill any prescription. If you are given a prescription in a medical emergency, you must report that to your case manager by the next day. You must provide copies of the prescription or the prescription bottle to your case manager at every meeting. You cannot take any other person's prescription drugs. You cannot take your own expired or outdated prescription drugs.

If you are prescribed any narcotic pain medications or other drugs with strong side effects, you may be required to sign a medical release. This release will go to your doctor who will have to acknowledge that you are in recovery and enrolled in a substance abuse program. You must show a good faith effort to manage chronic pain through alternative means, without pain medication. Medical Marijuana is not allowed, there is no "prescription" for marijuana.

### Medication Assisted Treatment (MAT)

Medications can be an important part of effective treatment for people dependent on drugs and alcohol. DISP allows participants to participate in MAT with the participation of their treatment provider.

## ELECTRONIC MONITORING

DISP uses two electronic monitoring (EM) devices that detect alcohol use. All new participants must show at least 90 days of sobriety before moving off EM. EM is also used at other times. If the court cannot see that you are sober, you may be ordered back on EM. Currently there is a grant that pays for this monitoring.

SCRAM Bracelet: This device is worn on your ankle and provides the best information available. SCRAM does not require you to do much more than wear the device. All participants must start the program on SCRAM. Participants will work with Vigilnet Northwest, the SCRAM provider.

Alcohol Breath Testing: Participants who can document 30 consecutive days on SCRAM without any problems can often move on to the handheld breath tester. This is often easier to use and less noticeable.

Any interruptions to your monitoring may result in a reset of the 90 days required and you may be ordered back on SCRAM. The judge will talk with you about your performance on EM. At your court check-ins it will be decided how long the monitoring device will remain in place.

## RANDOM URINALYSIS PROGRAM

You will participate in the random urinalysis program for the full term of probation. Insurance may cover the costs of tests depending on where you are enrolled for treatment. Tests are given at random. The number of tests you get is set by treatment, the judge, and your case manager.



Alcohol use, drug use, dilute samples and other high-risk behavior may result in a higher frequency of testing. VOA and Northwest Treatment administers this program. There may be some instances where you may have to pay for UAs. DISP has a grant that will cover most costs that insurance does not cover.

If you test positive for alcohol or other drugs, the sample will automatically be retested. If the positive result is confirmed, you will receive a court response that can include sanctions from the Judge. We believe that your time is better spent working on your recovery than arguing about test results. The court's position is that "a positive is a positive."

### COMMUNITY SUPPORT GROUPS

After settling into probation and treatment, DISP participants are required to attend at least two (2) community self-help groups every week. Many people choose to attend Alcoholics Anonymous, but there are other groups that fit this requirement. Examples of approved groups are Alcoholics Anonymous (AA), Narcotics Anonymous (NA), SMART, Refuge Recovery, Wellbriety, Celebrate Recovery and Women for Sobriety.

Community self-help groups benefit you in a variety of ways. They offer experience, strength, and hope to others so that they can solve a common problem. They provide social networks, and opportunities for recovering persons to form friendships with other clean and sober folks. They provide clean and sober social activities. Eventually everyone completes treatment and probation, but community support groups are always available to help you with the ongoing process of recovery after probation is completed.

You will attend community support groups for the full term of probation and should find a "home group" where you feel comfortable and accepted. There is a meeting for everyone. Some meetings are restricted by gender, sexual orientation, language, and other characteristics. You should try a variety of meetings to find the ones that fit you best.

You must attend meetings on different days of the week and the required number every single week. You prove that you have attended meetings with a slip, signed by the secretary or leader of the meeting. DISP case managers will provide attendance slips. You should only write your name on the slip. The meeting name, date and signature should be written in by the person signing the slip. Every time you come to the courthouse, either for a court hearing or case manager meeting, you should bring your meeting attendance slip. If you are having a hard time finding community support groups, you should talk to your case manager or treatment provider. Two good resources are the AA and NA websites – <https://www.pdxaa.org/> & <https://www.portlandna.com/portland-area-meetings/>

## PHASES OF DISP

DISP has six phases that work as a map to graduation. The phases provide structure, have specific tasks and mark your progress in the program. You and the DISP team can see what progress you have made by looking at what phase of the program you are in. Refer to phase chart below for all required activities of each phase.

Phase I – Phase I is the start of DISP probation. You will be on electronic monitoring, enroll in treatment and the random UA program. You will have weekly court contact. This can be a case manager meeting or a status hearing with the Judge. You will need to provide documentation for all your required activities. You should have a good understanding of probation conditions and what is expected of you. Your case manager will work with you in developing an ongoing action plan. To progress to Phase II, you will need to have a minimum of 14 days of valid alcohol and drug screens.

Phase II – Phase II is the period when you start to work on stabilization. You will be addressing objectives in treatment, beginning community support meetings, and working with your case manager on your action plan. You will have a minimum of three (3) court contacts per month with your case manager meeting or a status hearing with the Judge. Phase II lasts a minimum of 90 days. Prior to progressing to Phase III, you will need to provide a minimum of 30 days valid alcohol and drug screens.

Phase III – Phase III marks the time when you will no longer be monitored through electronic monitoring. The Judge may order electronic monitoring if there are other problems and concerns about use or for travel. You will have a minimum of two (2) court contacts per month. During this phase you will be working on building a strong sober support network. You will be required to work with your case manager on budgeting and financial planning. Financial planning includes addressing money you owe related to probation. You can engage in community service to pay for your court fees and fines, you will start this in Phase III. Your case manager or a treatment peer mentor can help you with this. To progress to Phase IV, you will need to have a minimum of 45 days of valid alcohol and drug screens.

Phase IV - Phase IV is where you will be engaging in pro-social activities and sober community support groups regularly. You will have shown the DISP team that your recovery is stronger, and you are making good progress towards your treatment objectives. You will have a minimum of one court contact per month. In order to progress to Phase V, you will need to have a minimum of 60 days of valid alcohol and drug screens.

Phase V - In Phase V you will be finishing treatment and working towards a stable and supportive lifestyle. Some people may remain in treatment, that is completely normal and fine. You will have a minimum of one court contact per month. During this phase you will be working on your sober support network and pro-social activities. Prior to graduation status all your fines and fees must be paid in full. To progress to graduation status, you will need to have a minimum of 90 days valid alcohol and drug screens.

Phase VI – Upon completion of Phase V, you will be in Graduation Status. Phase VI is the Court’s recognition that you have completed the 5 phases of DISP. Requirements after graduating DISP: Attend court once every 6 months, submit random UAs, maintain a sober lifestyle and network, and attend 1 DISP orientation to share your experience in DISP and answer questions.

We are all looking forward to this major event in your life. Our hope is that you will have established a sober, healthy, and productive lifestyle. Remember, your recovery is an ongoing process. DISP will give you a very strong beginning to this lifelong endeavor. We invite you to continue as Alumni of the Court and sharing your experience at DISP orientations and graduation ceremonies. You may be pleasantly surprised and rewarded by the significant influence you could play in helping others overcome their addiction.

<p><b>Phase I Acute Stabilization (60 days)</b></p>	<ul style="list-style-type: none"> <li>• Weekly court contact</li> <li>• Call UA line daily / Random UA's</li> <li>• Random home visits (Felony)</li> <li>• Probation office visits (Felony)</li> <li>• SCRAM or OSM</li> <li>• Comply with treatment plan</li> <li>• Comply with supervision and case management requirements</li> <li>• Document payment plan with Vigilnet</li> <li>• Complete Phase I workbook and assignment. Your case manager will work with you on this</li> <li>• 14 days valid alcohol and drug screens to advance to Phase II</li> </ul>
<p><b>Phase II Clinical Stabilization (90 days)</b></p>	<ul style="list-style-type: none"> <li>• Court contact no less than 3x/month</li> <li>• Call UA line daily / Random UA's</li> <li>• Random home visits (Felony)</li> <li>• Probation office visits (Felony)</li> <li>• SCRAM or OSM</li> <li>• Comply with treatment plan</li> <li>• Comply with supervision and case management requirements</li> <li>• Peer support groups and pro-social activities</li> <li>• Complete Phase II workbook and assignment. Your case manager will work with you on this.</li> <li>• Must return all electronic monitoring equipment to Vigilnet (or OSM to case manager suite)</li> <li>• 30 days valid alcohol and drug screens to advance to Phase III</li> </ul>
<p><b>Phase III Pro-Social Habilitation (90 days)</b></p>	<ul style="list-style-type: none"> <li>• Court contact no less than 2x/month</li> <li>• Call UA line daily / Random UA's</li> <li>• Random home visits (Felony)</li> <li>• Probation office visits (Felony)</li> <li>• Comply with treatment plan</li> <li>• Comply with supervision and case management requirements</li> <li>• Peer support groups and pro-social activities</li> <li>• Establish sober network</li> <li>• Complete ADES Evaluation</li> <li>• Complete Phase III workbook and assignment. Your case manager will work with you on this.</li> <li>• 45 days valid alcohol and drug screens to advance to Phase IV</li> </ul>
<p><b>Phase IV Adaptive Habilitation (120 days)</b></p>	<ul style="list-style-type: none"> <li>• Court contact no less than 1x/month</li> <li>• Call UA line daily / Random UA's</li> <li>• Random home visits (Felony)</li> <li>• Probation office visits (Felony)</li> <li>• Comply with treatment requirements</li> <li>• Comply with supervision and case management requirements Peer support groups and pro-social activities</li> <li>• Complete Phase IV workbook and assignment. Your case manager will work with you on this.</li> <li>• 60 days valid alcohol and drug screens to advance to Phase IV</li> </ul>
<p><b>Phase V Continuing Care (180 days)</b></p>	<ul style="list-style-type: none"> <li>• Court contact no less than 1x/month</li> <li>• Call UA line daily / Random UA's</li> <li>• Probation contacts may be reduced</li> <li>• Comply with treatment requirements</li> <li>• Comply with supervision and case management requirements</li> <li>• Peer support groups and pro-social activities</li> <li>• Maintain sober network</li> <li>• Develop continuing care plan with treatment</li> <li>• All fees paid in full *prior to graduation status</li> <li>• Complete Phase V workbook and assignment. Your case manager will work with you on this.</li> <li>• 90 days valid alcohol and drug screens to advance to Phase V</li> </ul>
<p><b>Phase VI Graduation Status (from graduation date to probation completion date)</b></p>	<ul style="list-style-type: none"> <li>• Court once every 6 months</li> <li>• Random UA's</li> <li>• Possible home visits</li> <li>• Comply with supervision and case management requirements</li> <li>• Maintain sober lifestyle and network</li> <li>• Complete Phase VI workbook and assignment. Your case manager will work with you on this.</li> <li>• Attend 1 DISP orientation to share your experience in DISP and answer questions.</li> </ul>

## EMPLOYMENT

Full time work is required unless otherwise approved in writing by the judge.

Full time: Full time employment is between 35 and 50 hours per week. You may work more than one job to satisfy the employment requirement. You must provide documentation of work. Payroll stubs showing employer's name, address, phone number, wages, withholdings, and/or W2 forms verify employment.

Self-employed: If you are self-employed, you must show proof of quarterly tax filing, including cancelled checks to the IRS and ODR. Your case manager will provide you with a self-employment log sheet that you will use while self-employed. Self-employment is a privilege. If you cannot document this, you may be required to find a job that you can document.

Unemployed: If you are unemployed, you will be required to document your job search. In some cases, you will be directed to work with an employment specialist.

Student: If you are a full-time student, you must show proof of income and school schedule. The court requires proof of grades for each term. Being a student does not relieve you from any financial responsibilities. You must receive written permission from the court to be a full-time student or to enroll in full time education or a trade school if you are doing that instead of working.

Disability: You must present proof of disability and benefit description. If you are disabled, you may be required to participate in appropriate volunteer work. We will work to help you find the right place.

Retired: If you are retired, you must receive permission from the Court to waive the employment requirement. The Court may require documented volunteer work in place of employment.

Care Givers: If you care for children or adults at home, the court will determine whether it is reasonable for you to secure other employment or volunteer work. You must receive written permission from the court to be a full-time care giver.

You must notify your case manager immediately if you get a new job, quit, get laid off or fired.

## DRIVING

DISP can provide free monthly TriMet passes for every DISP participant. Not driving is hard but it is the law and a requirement of the program. Having a free monthly pass will help.

You may not drive any Motor Vehicle for any reason without the court's permission. Oregon law (ORS 801.360) defines "Motor Vehicle" as any vehicle that is self-propelled or designed for self-propulsion. This includes golf carts, boats, off road recreational vehicles, dune buggies, dirt bikes, snowmobiles, motorized scooters, jet skis, airplanes, or any other vehicle that is propelled by a motor, gas, diesel or electric.

You may not drive any motor vehicle, on any public road, street or premises open to the public. "Premises open to the Public" includes parking lots, car lots and all other places that are accessible to vehicles and not barricaded. This includes your own driveway. The only exceptions are riding lawn mowers, forklifts, and other work equipment on private property. You must receive written

permission from your case manager before you are allowed to drive these.

If you have two or less DUI convictions, you may at some point become eligible for some type of driver's license. You will need to talk to your case manager to complete this process. You may not get a license or hardship permit until the court gives you written permission. Even if DMV notifies you that you are eligible to get a license you need the court's permission. You must both fulfill requirements of DMV and have permission from the Court before you can have your license reinstated. If you drive without the Court's permission, you are in violation of your probation.

### E BIKES

DISP policy is to allow current clients, even those without a valid driver's license, to own and/or operate E-Bikes. The following criteria must be met.

Oregon law defines an "electric assisted bicycle" as a vehicle

- Designed to run on the ground
- On no more than three (3) wheels
- With fully operational pedals for human propulsion
- With a seat for a rider
- With an electric motor that
  - Has power output no more than 1000 watts
  - Can propel the vehicle no more than 20 miles per hour on level ground

The statute says the *motor* must be "incapable of propelling the vehicle" faster than 20 miles per hour.

The client has full responsibility to understand and follow all current laws on legal operation of any bike or other vehicle. This policy does not prevent a client from being charged with a violation or crime.

Any person can be charged with DUI while operating ANY vehicle in Oregon; bikes, scooters, mopeds; seated or standing; electric motors, gas motors or no motor. Operators of these vehicles are also subject to many traffic violations and even crimes including misdemeanor or felony level DWS.

If you purchase or use an E-Bike it is recommended you review this with the judge and DISP team in court.

### TRAVEL POLICY

Any travel outside of the state requires written permission from the judge. Travel where you are away from your home or may miss a UA test requires written permission. You can get a Travel Request Form from your case manager. This must be filled out completely. The judge, your case manager, treatment and your PO must approve travel. Your compliance with probation and treatment will play a part in your travel request. You should plan for at least two weeks before travel to get this done. You may be required to provide travel documentation and contact

information for your trip. If you are away from your residence for more than 48 hours, you must receive permission from the court, even if you are staying in Oregon. We always need to be able to be in good communication.

### POLICE CONTACT

Police contact is not forbidden. If you need the police, contact them. However, you must report all contact to DISP. You must report all police contact to your case manager or Probation Officer immediately. Police contact includes any situation in which police officers have asked you for your name. It includes new arrests and citations. It includes situations in which you may be a witness or when you have called the police. Police contact includes instances where the police would want to talk to you. If you fled the scene or were not around to speak with police. If you learn that you have a warrant, if you are the subject of an investigation, or if you are sought as a witness, you must report that. If you receive a subpoena or a restraining order, you must report that. If you are a party to a lawsuit or a bankruptcy, you must report that.

If a police officer asks your name, then your name may be run through a computer. The court receives notice that an officer had contact with you. When reporting police contact to your case manager, you must provide all the relevant details. Half-truths and leaving out details can be treated as violations.

### CHANGES IN RESIDENCE, ROOMMATES

Notice of any change in residence must be made before moving. You must get permission from the court before you move to a new address. This includes staying with relatives, friends, and others. You must have written permission from the court to live outside of Multnomah County. You must let us know where you are living and who you are living with at all times.

When any roommates change you must notify the court. If someone moves in with you or stays with you for more than three days in one week you must report that. If you regularly spend the night at a different residence, you must provide the address.

Any person who is staying, living, or rooming with you must sign the no alcohol/drugs form and the driving notice. These forms must be signed and returned the first week the person is with you.

### POSSESSION AND USE OF WEAPONS

You are prohibited from possessing, “weapons, firearms or dangerous animals,” during the term of probation (ORS 137.540). This means you must remove all firearms from your residence. You cannot go hunting or otherwise handle a firearm during your probation. You must remove all other weapons from your residence and vehicle as well. You cannot ride in a vehicle where firearms or other weapons are present.

Oregon Law (ORS 166.270) forbids anyone with a felony conviction from owning or possessing any firearm or weapon. A felon who possesses a firearm or weapon commits the crime of “felon in

possession of a firearm” and / or “felon in possession of a restricted weapon”. If you have been convicted of a felony, you are subject to these laws and may not possess a firearm or weapon at any time. You cannot ride in a vehicle where firearms or other weapons are present.

### FINES, ASSESSMENTS, RESTITUTION AND OTHER FEES

DISP will suspend your DUII fine of \$1000-\$2000. You will not have a DUII fine, when you complete probation.

You may owe some fees and assessments. You can work with your case manager and PO to have these waived by completing community service. You can also pay this amount; community service is not required for this. The amount you owe will vary based on the nature and number of convictions. In most instances the fees and fines you owe will be less than \$500.

Restitution can be ordered for damages or injury related to your DUII. This will be dealt with in court and is assessed on a case by case basis. In some instances, community service can also be applied to restitution. You will work with your case manager and PO on payment plans or community service.

All fees, assessments, and restitution are due 30 days before probation is set to terminate.

If your case is a felony the fee will be \$35 a month to the probation department. Multnomah County will bill you for this. Currently this fee is not being charged.

Fines and fees on cases you may have had prior to DISP may not change. If you are bringing in current probation cases, you will want to review the money owed on each case and see what, if anything, can be done. Often we can work to reduce the money owed.

### TERMINATION

Facing probation and program revocation can occur. In some cases, people are put on a contract prior to facing termination from DISP. This is an effort to clearly spell out what the problems and solutions are possible. We want to avoid revocation. Reasons for revocation vary. The most common factors resulting in probation revocation are; Driving, persistent dishonesty, and failing to follow treatment recommendations.

### COMPLAINTS & GRIEVANCES

DISP probation and recovery are not easy. There can be times of conflict between you and the people you are working with on the DISP team. While in DISP you have the right to express your opinions, make recommendations and share grievances. If you would like to report a grievance you may contact the DISP coordinator for such matters. You may contact John Dieter via email or phone. You will not be punished or receive a negative response from the court for reporting a grievance. All grievances will be addressed.



SIGNED ACKNOWLEDGMENT

I, \_\_\_\_\_, have read/ have been read the DISP handbook and agree to the terms stated in the handbook. I have received a copy of this handbook and this agreement. I have been given the opportunity to ask questions. If I do not understand anything in this handbook, I understand I can ask questions in court.

Participant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please detach this form from the handbook. Your case manager will provide you a copy of the agreement. Sign and turn in this form along with the remaining attachments.