

1. The Treatment Courts will be hosting a Graduation Celebration on 11/7/2018 to recognize participants having successfully completed all program requirements. This will be held in Branch 3 at 3:00 pm. Our featured speaker will be Serah Muinde, Marketing and Development Specialist with NOVA Counseling Services in Oshkosh. An invitation is included with this report
2. On 11/15/2018, the Treatment Court Team will visit the Winnebago County Drug Treatment Court Program as well as the Peer Support Group, which is a component of the Treatment Court. The goal is to identify practices that may be adopted to improve our program. The Peer Support Group is a program Jefferson County is considering in an effort to help new and struggling participants navigate through the requirements of the program.
3. Judge Brantmeier and Judge Dehring are scheduled to attend the Judicial Education Seminar on Treatment Courts on February 7<sup>th</sup> and 8<sup>th</sup>. Enrollment is first come first serve and will be open in the beginning of November.
4. Included with this report is the flyer for the Jefferson County Drug Free Coalition Event scheduled for November 27<sup>th</sup> at the Jefferson High School. Special Agent Bryan Kastelik from the WI Department of Justice and Sgt. Margo Grey will be presenting on statewide and local drug trends.
5. On Thursday, November 8<sup>th</sup>, the Aids Resource Center of WI will be offering free HIV and Hepatitis C screenings to treatment court participants along with an education session aimed at harm reduction. Participants taking advantage of these services will receive credit for an AA/NA/Support meeting. Those screening positive will be connected with appropriate medical services.
6. Through the Jefferson County Drug Free Coalition, the Aids Resource Center of WI will be once again providing free Naloxone & Narcan training. The dates of these trainings will be 2/6/19 at the Ft. Atkinson Library, 2/21/19 at the Jefferson Library, 3/6/19 at the Lake Mills Library and 3/20/19 at the Watertown Library.
7. WCS has reported they are beginning the process of translating their program documents into Spanish. WCS utilizes a bilingual staff person for this process.
8. Through membership on the Jefferson County Drug Free Coalition, I have identified some initial avenues for reaching out to the Spanish speaking community in Jefferson County to increase awareness of the ATC and DTC Programs. Katrina Wichlacz from Jefferson County Public Health and Dr. Dean Kurtz from Calvary Baptist Church have offered assistance in connecting with this population. I will also begin the process of having the non-WCS forms translated into Spanish.

# Jefferson County

## Community Justice Collaborating Council

### By-Laws

#### **Article I: Name**

The name of this Council shall be the Jefferson County Community Justice Collaborating Council, hereinafter referred to as the Council or the CJCC.

#### **Article II: Creation**

The Council is created by Ordinance No. 2014-08 as adopted on 06-10-2014, and amended by Ordinance No. 2018-09 as adopted on 07-10-2018 by the Jefferson County Board of Supervisors.

#### **Article III: Mission**

The principal mission of the Council is to enhance public safety in Jefferson County through community collaboration by ensuring offender accountability, providing rehabilitation programs and supporting the rights and needs of victims. In addition, the Council is committed to providing the coordinated leadership necessary to establish and foster innovative corrections programs for adult and juvenile offenders.

#### **Article IV: Function**

The Council will endeavor to do the following: increase communication; make suggestions for more efficient use of resources; make suggestions to provide better outcomes for justice system users, their families and the public at large; provide ongoing oversight for new or alternative programs; provide coordination across departments and budget areas; eliminate duplication; enhance public safety and continue working with Community organizations in achieving an improved Criminal Justice system.

#### **Article V: Structure**

##### *Section A: Membership*

There shall be at least seventeen voting members of the Council whose membership is determined by the position the member occupies or by appointment by the council, not based on any particular person:

1. Chief Judge or Presiding Judge for Jefferson County (Chair)
2. County Administrator
3. County Board Chair
4. Sheriff
5. District Attorney
6. Clerk of Circuit Court
7. Local government representative
8. Public Defender – Jefferson County
9. Jefferson County Police Chief & Sheriff's Association President or designee
10. Human Services Director
11. Parole and Probation Manager for Jefferson County
12. Education representative
13. Member of the public
14. Member of the public
15. Corporation Counsel
16. Health Department Director
17. Child Support Office representative

The local government representative, education representative, Jefferson County Police Chief & Sheriff's Association President or designee and the two members of the public shall be selected by majority vote of all members of the Council. The local government representative shall not be a resident of the same city or municipality as the Jefferson County Police Chief & Sheriff's Association President or designee.

Additional members may be appointed as the Council deems appropriate. Members may designate a staff person to represent them and vote at Council meetings which designation shall be done by written correspondence addressed to the chair of the Council. Designees can only be changed by notifying the chair in writing. Any member of the Council may recommend removal of any Council member whom they believe is no longer appropriate for membership. Lack of attendance by a member may be cause for removal from the Council. Removal of Council members shall be submitted to the chairperson and brought to a vote of the Council and determined by majority vote of all members of the Council.

#### *Section B: Legal Influence of the Council*

The Council is not a body that "orders" members to do anything beyond what any one member has the legal power to do as a part of their legal position. It can make system-wide policy through consensus. The Council, as needed, may make recommendations to the County Board for policy considerations or make a recommendation to another Standing County Committee or Board for its consideration.

#### *Section C: Subcommittees and Ad Hoc Committees*

The Council may authorize the formation of subcommittees and ad hoc committees to deal with specific problems or issues. Standing committees, subcommittees and ad hoc committees shall report their information and recommendations in writing to the Council. The Council will determine the time frame for the subcommittee to meet and may extend time as needed.

#### *Section D: Meetings*

- Meetings of the Council shall be set by the Council, the chairperson and/or upon petition by any four members of the Council. Notice of Council, subcommittee and ad hoc committee meeting times and location shall be provided to all members and duly posted in compliance with open meetings statutes.
- Minutes of the Council meetings shall be recorded and distributed to all members of the Council.
- A quorum is a simple majority of all members.
- Recommendations of the Council should be made by consensus. If consensus cannot be reached, recommendations shall be made by a majority of all Council members present.

### **Article VI: Officers and Staff**

#### *A. Chair*

The Chair shall be the Chief Judge or Presiding Judge of Jefferson County. In the absence of the Chair, the Chair shall designate a Council member or other designee to serve as Acting Chair. The Chair's duties and powers shall include the following:

1. Preside at all meetings of the CJCC.
2. Appoint all standing and special committees of the CJCC.
3. Represent the CJCC at official functions and meetings.
4. Perform such other duties as specified by law, custom or the CJCC.

#### *B. Successor Chair*

Should the position of the Chair become vacant or should the Chair become otherwise unable to discharge his or her duties (to be determined by the CJCC) the Council shall vote for a successor Chair among its members which will require a majority vote of all members of the Council.

#### *C. Staff*

The County will provide staff to coordinate the activities of the CJCC.

### **Article VII: Change in By-laws**

Proposed amendments to the by-laws shall be made by majority vote of all members of the Council.



**Jefferson County  
Treatment Court Programs**  
311 S. Center Ave.  
Jefferson, WI 53549

Craig Holler  
Program  
Coordinator

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October 19, 2018

**Graduation Celebration**

Re: Alcohol and Drug Treatment Courts – Graduation  
Celebration

When: Wednesday, November, 7<sup>th</sup>, 2018  
3:00 pm

Where: Branch 3, Jefferson County Circuit Court

I am pleased to invite you to the Alcohol & Drug Treatment Courts' Graduation Celebration in which we will congratulate recent program graduates for their hard work and commitment to making changes in their lives. These graduates have not only improved their own lives through recovery and sobriety, their commitment to change has improved our community as a whole.

We will also recognize the family members, friends, and others who have provided our graduates with support during their time in the program as well as after their graduation. This support is vital to the participants' recovery and success and we will convey our appreciation.

Please join us on **Wednesday, November 7<sup>th</sup>, 2018**, in Jefferson County Circuit Court, Branch 3, at **3:00 pm**.

The featured speaker at this celebration will be **Serah Muinde**, Marketing and Development Specialist with NOVA Counseling Services. Serah brings a very unique and relevant perspective to treatment courts.

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**Treatment Court Programs**  
311 S. Center Ave.  
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Craig Holler  
Program  
Coordinator

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*From Serah's biography: "I graduated from Winnebago County Drug Court in 2010. My clean date is September 26, 2008. I currently am working at Nova Counseling Services, Inc. in Marketing and Business Development. I am in my final year as a MSW student at UWO. I have implemented a Mentor Program for our Drug Court in Winnebago County, Chair of the Steering Committee for the Winnebago County Drug and Alcohol Coalition, Board member of the Wisconsin Area Treatment Court Professionals, and the Winnebago County Board of Health. Last but certainly not least, I am a single mom of a beautiful 15 year old young lady named Madeline. I have strong roots in the Recovery Community and am an Advocate for Drug Courts around the state of Wisconsin."*

No RSVP is necessary. We look forward to your attendance and in helping celebrate our graduates' success.

Sincerely,

Craig Holler,  
CJCC/Treatment Court Coordinator  
Jefferson County, WI

# EMERGING DRUGS OF ABUSE: OPIOIDS HEROIN FENTANYL

Tuesday, November 27, 2018

Jefferson High School  
700 W. Milwaukee Street  
Jefferson, WI 53549

5:30 - 7:00 pm  
Program

This program is a **free** event for  
all community members

Presented by **Bryan Kastelic**, Special Agent, Wisconsin Department of Justice; **Detective Sgt. Margo Gray**, Jefferson County Drug Task Force

Learn about the current drugs being sold and used in Wisconsin and Jefferson County

## TO REGISTER

Please register for this FREE event at:

[https://  
drugsofabuse.eventbrite.com](https://drugsofabuse.eventbrite.com)

For more information email:  
[JeffcoDFC@gmail.com](mailto:JeffcoDFC@gmail.com)



 **Jefferson County  
Drug Free Coalition**



