

MINUTES

Criminal Justice Collaborating Council

August 27, 2014

1. **Call to Order**

Meeting was called to order by Judge Koschnick at 12:00 p.m.

2. **Roll Call**

Criminal Justice Collaborating Council Members

Members present: Randy Koschnick – Circuit Court Judge; Susan Happ – District Attorney; Carla Robinson – Clerk of Court; Jim Schroeder – County Board Chair; Sara Carpenter – WCS Administrator; Jeffrey De La Rosa – Public Defender’s Office; Kristi Gusse – WCS Assistant Program Director; Crystal Reynolds – Department of Corrections; J. Blair Ward – Corporation Counsel; Ben Wehmeier – County Administrator. Members absent: Paul Milbrath – County Sheriff; Kathi Cauley – Human Services Director.

Others Present: William Hue – Circuit Court Judge; James Feldman – WCS Case Manager

3. **Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the open meeting law.

4. **Public Comment**

None

5. **Discuss By-Laws**

Sample By-Laws from Waukesha County were provided for the Council to review. Wehmeier and Ward will have a draft of the bylaws for Jefferson County at the next meeting. There is a county ordinance that addresses some of these bylaws. No action taken.

6. **Discuss filling four positions**

- a. Local Government Representative
- b. Representative of Jefferson County Police Chief & Sheriff’s Association
- c. Education Representative
- d. Jefferson County Citizen

The Council members were asked to think about possible nominations to fill the four positions. These nominations will be discussed at the next meeting. No action taken.

7. **Update on JCATC**

Carpenter gave an update on the progress of the JCATC. Currently there are no active participants in the program, but there are 3 individuals enrolled and ready to start. The first case is scheduled for Friday, August 29th. Wehmeier explained that additional grant funds were sought and received. There will be a grant review in September. The target goal for the grant was 40 participants for the entire year. The members discussed the progress of enrolling participants into the program. The District Attorney’s office has searched and reviewed all pending and eligible cases for possible participants. They discussed what has already been done to enroll participants in the program and also if there is anything additional that can be done to increase the number of participants. WCS will begin to provide monthly reports including statistics next month. No action taken.

8. **Review of CJCC website**

The CJCC website is up on the county website with links to the WCS website. If anyone has any suggestions for improvements and additions to the website please let Tammie Jaeger know.

9. **Future meeting dates:** September 24, 2014 – 12:00 noon; October 22, 2014 – 12:00 noon; November 26, 2014 – 12:00 noon; December (TBD) – 12:00 noon. The group discussed the idea of rescheduling the November and December meetings to early December to cover both months. Kim Vegter will send out a few possible dates.

10. Tentative Future Agenda Items and Meeting Dates

- Approval of August 27, 2014 CJCC meeting minutes
- Discussion on potential nominations to the CJCC
- Review and discuss draft of bylaws
- Update on JCTAC

11. Adjourn

The meeting adjourned at 12:24 p.m.