

MINUTES

Criminal Justice Collaborating Council

October 22, 2014

1. **Call to Order**

Meeting was called to order by Judge Koschnick at 12:07 p.m.

2. **Roll Call**

Members present: Randy Koschnick – Circuit Court Judge; Carla Robinson – Clerk of Courts; Crystal Reynolds – Department of Corrections; J. Blair Ward – Corporation Counsel; Paul Milbrath - Sheriff; Lynn Forseth – Director, Jefferson County Literacy Council; John David – Watertown Mayor and Monica Hall – Assistant District Attorney on behalf of Susan Happ.

Members absent: Ben Wehmeier – County Administrator; Susan Happ – District Attorney; Kathi Cauley – Human Services Director; Jim Schroeder – County Board Chair and Jeffrey De La Rosa – Public Defender’s Office.

Others Present: James Feldman – WCS Case Manager; David Wambach – Circuit Court Judge Sara Carpenter – WCS Administrator; Kristi Gusse – WCS Program Director; Josh Lee – WCS Case Manager and Martin Lastrilla - Department of Corrections.

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

Staff certified compliance with the open meetings law.

4. **Review and approve minutes from September 24, 2014 meeting**

A copy of the minutes and the revised CJCC by-laws were provided for the council to review. Robinson made a correction to the minutes.

Motion by David; Second by Ward to approve the minutes from September 24, 2014 meeting as corrected. (Ayes-All) Motion Carried.

5. **Public Comment**

None

6. **Nominations for two positions:**

a. Representative of Jefferson County Police Chief & Sheriff’s Association

There were no nominations for this position. Milbrath said that Chief Roets is the current Chair of the Association, but due to the retirement of the Association’s current Vice President an election will be held to select a new Chair. No action taken.

b. Education Representative

There were no nominations for this position. Ward will follow up with Wehmeier to place an ad in the newspaper to find someone who is interested in serving as the Education Representative on the Council. No action taken.

7. **Update on JCATC**

Carpenter informed the Council that there are currently 5 participants in the program and another individual has been approved. There are also other eligible individuals in custody awaiting admission to the program. Carpenter explained that it is critical for everyone to educate their staff on this program so it continues to grow and become successful. There is a brochure on the WCS and the Jefferson County website that everyone is encouraged to share.

Koschnick discussed the preparation of paperwork for jail staff. The judgments recorded on the charts should be consistent and include the 25% “good time” reduction so it reflects the actual number of days that the person will serve in jail. Koschnick asked that judgments be recorded this way going forward. No action taken.

8. **Update on pretrial SCRAM**

Carpenter explained that her staff reports to the courthouse on Mondays and Thursdays to install SCRAM monitors. Currently there are 36 pretrial defendants using the SCRAM program. A total of 110 clients were monitored this year. 88 of the 110 were fully compliant leaving 22 defendants responsible for the total number of alerts. 47% of the alerts were alcohol related and 53% were tampers. The District Attorney will work with WCS when there is a SCRAM alert to better coordinate the hearing with the Judge. No action taken.

9. **Coordination with Recidivism Council and other agencies**

Forseth and Wambach serve on the Recidivism Council. Wambach explained that the Council is developing an action plan and will implement a specific program for high risk offenders before and after leaving the jail to provide the proper programs for them. Their goal is to reduce the number of people that return to jail.

Coordination with Recidivism Council will be a standing item for discussion on the CJCC agendas. No action taken.

10. **Future meeting dates:** December 3, 2014
 January 28, 2015
 February 25, 2015

11. **Tentative Future Agenda Items and Meeting Dates**

- Approval of October 22, 2014 CJCC meeting minutes
- Update on JCATC
- Coordinating with Recidivism Council and other agencies

12. **Adjourn**

The meeting adjourned at 12:45 p.m.