

## MINUTES

# Criminal Justice Collaborating Council

May 25, 2016

1. **Call to Order**

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

2. **Roll Call**

Members present: Randy Koschnick, Circuit Court Judge; Jim Schroeder, County Board Chair; Susan Happ, District Attorney; Paul Milbrath, Sheriff; Carla Robinson, Clerk of Courts; John David, Mayor – City of Watertown; Martin Lastrilla, Department of Corrections; Ben Wehmeier, County Administrator; Kathi Cauley, Human Services Director; J. Blair Ward, Corporation Counsel; Lynn Forseth, Literacy Council Executive Director; Dale Lutz, Lieutenant – Jefferson Police Department.

Motion by Schroeder; Second by Robinson to appoint Lt. Dale Lutz as a Representative of the Jefferson County Chief's & Sheriff's Association, to the CJCC (Ayes-All) Motion Carried.

Members excused: Jeffrey De la Rosa, Public Defender's Office

Others present: Sara Carpenter, WCS; James Feldman, WCS; Barb LeDuc, Opportunities, Inc.; Yelena Zarwell, Assistant Corporation Council and Peter Hoffman, Jefferson County Intern

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

Staff certified compliance with the open meetings law.

4. **Review and approve minutes from April 27, 2016 meeting**

Motion by David; Second by Cauley to approve the minutes from April 27, 2016. (Ayes-All) Motion Carried.

5. **Public Comment**

Wehmeier introduced Barb LeDuc, Opportunities, Inc. and Peter "CJ" Hoffman, Jefferson County Intern.

6. **New Business**

a. Discussion and possible action related to 2017 DOJ grant application to include review of diversion programs and treatment court options

Wehmeier explained that the DOJ is looking at three categories 1) planning 2) implementation 3) program enhancement. He discussed the continuation of treatment court with the addition of a drug court, diversion program options and a CJCC Coordinator position.

Motion by Milbrath; Second by Robinson to move ahead with grant funding for a CJCC coordinator position, maintaining the current alcohol treatment court and adding a drug court. (Ayes-All) Motion Carried.

b. Discussion and possible action of appointing Barb LeDuc to the CJCC

Wehmeier explained the benefits of having Barb LeDuc, Opportunities, Inc., serve as a member of the CJCC.

Motion by Wehmeier Second by Cauley to appoint Barb LeDeuc to the CJCC (Ayes-All) Motion Carried.

c. Discussion and possible action on the Policy and Procedure Manual for the JCATC

Staff continues to work on the draft. Final feedback and edits need to be submitted to Yelena Zarwell for final approval by the CJCC

7. **Routine Reports**

a. Update on monthly jail data

This will be emailed out.

- b. Update on JCATC outcomes and 2016 year to date (Sara Carpenter)  
A report was provided for the Council to review. Carpenter reviewed the report. 4 new individuals were accepted into the program in April. The current caseload is 14.
    - c. Update on SCRAM and Remote Breath  
Compliance summary reports on SCRAM and Remote Breath were provided for the Council to review. Carpenter reviewed the report. No action taken.
8. **Updates on coordination with Recidivism Council and other agencies**  
Forseth said that the Council is working on two initiatives. 1) Updating the reentry resource guide and creating a chart of available for assistance. 2) Continuing work on the Pilot Project mentoring program. Happ shared some thoughts on distributing the information for assistance. No action taken.
9. **Discussion on heroin/opiates**  
Wehmeier said that Monday's meeting on Heroin was a great exchange of ideas. Cauley said that Human Services has added positions that focus on treatment and addiction and are also working on employment assistance with Opportunities, Inc. Happ said that an MOU on Opiate Treatment Protocol will be signed on May 31<sup>st</sup> with the Chief's & Sheriff's Association. This is a unified statement of dedication to address the epidemic and work on protective ways to combat it. No action taken.
10. **General discussion for long term objectives of the CJCC**
  - Out Brief from Treatment Courts Standards Training  
Wehmeier explained that there are two priorities 1) Preparing for the grant 2) working on policies & procedures
  - Discussion and possible action on Treatment Courts Standards Action Plans
11. **Agency Updates**  
None
12. **Future meeting dates:**  
June 22, 2016  
July 27, 2016
13. **Tentative Future Agenda Items and Meeting Dates**
  - Approval of May 25, 2016 CJCC meeting minutes
  - Update on JCATC outcomes 2016 to date
  - Update on pretrial SCRAM & Remote Breath
  - Discussion on heroin/opiates
  - Discussion and possible action on County matrix for pay structures
  - Discussion and possible action on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole
  - Discussion and possible action on Treatment Courts Standard Training Action Plans
14. **Adjourn**  
Wehmeier motioned to adjourn. The Council adjourned at 12:54 p.m.