

**AGENDA**  
**JEFFERSON COUNTY**  
**CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)**

Jefferson County Courthouse – Room #202  
311 S. Center Avenue  
Jefferson, WI 53549

**Wednesday, July 26<sup>th</sup>, 2017 at 12:00 noon**

***Committee Members***

*William F. Hue*  
Circuit Court Judge

*Dwayne Morris*  
County Board Supervisor

*Susan Happ*  
District Attorney

*Paul Milbrath*  
County Sheriff

*Carla Robinson*  
Clerk of Courts

*John David*  
Mayor – City of Watertown

*Jeffrey De La Rosa*  
Public Defender's Office

*Brian Dykstra*  
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*  
Captain - Jefferson Police Dept.

*Barbara LeDuc*  
President/CEO-Opportunities, Inc.

*Michael Wallace*  
President/CEO-Fort Healthcare

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from June 28, 2017 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. New Business
  - a) Discussion and possible action on a Grant Modification Request (Holler)
  - b) Discussion on Drug Treatment Court reports (Holler)
7. Routine Reports
  - a) Update on monthly jail data (JESO)
  - b) Update on JCATC outcomes (Kristi Gusse)
  - c) Update on JCDTC outcomes (Kristi Gusse)
  - d) Update on SCRAM and Remote Breath (Gusse)
  - e) CJCC/Treatment Coordinator Report (Holler)
8. Updates on coordination with Recidivism Council and other agencies-Secure Tablet Technology/Pilot. (Forseth)
9. Stepping Up Initiative. (Captain Scott-subcommittee)
10. Discussion on heroin/opiates/meth. (ATODA efforts-Holler)
11. General discussion for long term objectives of the CJCC. (Holler)
12. Discussion and possible action on incentives for program participation. (De La Rosa & Happ)
13. Discussion and possible action on new device that is available equipped with GPS.
14. Future meeting dates:

August 23, 2017	12:00 noon
September 27, 2017	12:00 noon
15. Future agenda items.
  - PDMP - Pharmacy presentation (Wallace) - August meeting
16. Adjourn.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***

## MINUTES

## Criminal Justice Collaborating Council

June 28, 2017

**1. Call to Order**

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

**2. Roll Call**

Members present: Judge William Hue; Mayor John David – City of Watertown; Susan Happ, District Attorney; J. Blair Ward, Corporation Counsel; Brian Dykstra, Department of Corrections; Ben Wehmeier, County Administrator; Jeffrey De la Rosa, Public Defender's Office; Michael Wallace, President/CEO-Fort Healthcare; Carla Robinson, Clerk of Courts; Barb LeDuc, Opportunities, Inc.; Kathi Cauley, Human Services Director and Dale Lutz, Captain – Jefferson Police Department.

Excused: Sheriff Paul Milbrath and Supervisor Dwayne Morris

Absent: Lynn Forseth, Literacy Council Executive Director

Others present: Kristy Gusse, WCS; Craig Holler, CJCC/Treatment Court Coordinator; Supervisor Mary Roberts; Mary Wittwer, WCS; Daniela Imig, WCS; Captain Duane Scott; Yelena Zarwell, Assistant Corporation Counsel.

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

Staff certified compliance with the open meetings law.

**4. Review and approve minutes from May 24, 2017 meeting**

Motion by Wehmeier; Second by Ward to approve the minutes from May 24, 2017. (Ayes-All)  
Motion Carried.

**5. Public Comment**

None

**6. New Business**

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

Holler said that the Drug Treatment Court Policies & Procedures Manual is complete. Motion by Dykstra; Second by Wehmeier to approve the Drug Treatment Court Policies & Procedures Manual. (Ayes-All) Motion carried.

- b. Stepping Up Initiative (Captain Scott - Subcommittee)

Scott said that the committee has met several times. The committee will be concentrating on the pre-arrest portion. They will be collecting data and sending letters to community partners once they have a specific plan in place. No action taken.

**7. Routine Reports**

- a. Update on monthly jail data

Jail data was provided for review. Scott reviewed the report. No action taken.

- b. Update on JCATC outcomes

A report was provided for the committee to review. Gusse reviewed the information. No action taken.

- c. Update on SCRAM and Remote Breath

Compliance summary reports on SCRAM and Remote Breath were provided for the Council to review. Gusse reviewed the information. Judge Hue discussed a new device that is available for use which is equipped with GPS technology. Gusse will get more information on this and report back to the committee at the next meeting. No action taken.

d. CJCC / Treatment Coordinator Report

- a. Team members attended the DOJ/WATC Training and reviewed several policies for compliance. An anonymous Client Procedural Fairness Survey/Client Program Evaluation will be implemented. A Client Satisfaction Survey is currently being done but it is not anonymous.
- b. The changes to the manual are complete with the revisions recommended by the DA's office. The manual was adopted in item 6a.
- c. WCS offered the Case Manager position and it was accepted. She is scheduled to begin training in Waukesha on July 24<sup>th</sup> and will be in Jefferson County on July 31<sup>st</sup>.
- d. DOJ notified us that we will be receiving the MOU and other documents this week or next. We will get CORE up and running in the next couple of weeks.
- e. UA logistics have been worked out. A refrigerator and copier need to be purchased.
- f. Payment voucher for RANT and DUI Rant renewal is being processed.
- g. DTC eligibility screenings will begin as soon as the RANT is downloaded. The DA's office will receive qualifying cases and will review after the 14<sup>th</sup>.
- h. Holler is working with the Department of Justice and Eau Claire, LaCrosse and Dodge Counties about how to transfer cases not living in Jefferson County. Protocol received from DOJ and example forms and letters received from LaCrosse and Eau Claire Counties. DA office insists there must be an MOU with other counties to ensure transfers are reciprocal and equitable.
  - o Clients having to travel a great distance here for Court or supervision are experiencing greater hardship than if they could participate in their home County.
- i. The Jefferson County Alcohol and Drug Treatment Court Program brochure is completed. This will be provided to defendants, attorneys and the public to encourage referrals and provide basic program information.
- j. Over the next two weeks, Holler will be looking more closely into pre-charge direct law enforcement treatment referrals. There is a national association which provides resources and Greenfield PD currently is operating this program.

**8. Updates on coordination with Recidivism Council and other agencies**

No action taken.

**9. Discussion on heroin/opiates/meth**

Wallace has a group working on this issue. The Pharmacy presentation will be given at the August meeting. Cauley said that Human Services received a grant for opiate treatment. No action taken.

**10. General discussion for long term objectives of the CJCC**

- a. Out Brief from Treatment Courts Standards Training  
This was included with Item 7d. No action taken.
- b. Discussion and possible action on Treatment Courts Standard Training Action Plans (Holler – subcommittee). This was included with item 7d. No action taken.
- c. Discussion and possible action on Termination Policy  
The Termination Policy was approved at the last meeting. No action taken.

**8. Discussion and possible incentives for program participation**

DeLaRosa is working on some specifics for possible incentives and will report back to the committee at the July meeting. No action taken.

**9. Future meeting dates:**

July 26, 2017 – August 23, 2017 at noon

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

- Approval of June 28, 2017 CJCC meeting minute
- PDMP – Pharmacy Presentation (August Meeting)
- Discussion and possible incentives for program participation -- DeLaRosa & Happ
- Discussion and possible action on draft data points for drug court reports
- Stepping Up Initiative (Captain Scott - Subcommittee)
- Discussion and possible action on new device that is available equipped with GPS
- CJCC / Treatment Coordinator Report

**11. Adjourn**

The Council adjourned at 12:43 p.m.

DRAFT

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Purchased on Admin Credit Card and assigned to Account # 87.521219

WATCP Conference Registration 9*\$250	\$2250
Kalahari Hotel Expenditures	\$1242
Total Travel Training	<u>\$3942</u>

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Purchases needed for UA collections (1 copier & 1 refrigerator). Confidential printer for Coordinator (1 printer)

1.7 CU Refrigerator (UA Fridge)	\$119.99
Cannon DIXMA MX922	\$ 99.99
Cannon DIXMA MG3620 (UA Copier)	\$ 79.99
Steel File Cabinet (UA Supplies)	\$ 340.20
Total	<u>\$ 639.97</u>

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2017 Coordinator's Conference: September 19-20, 2017 ~ Kalahari Resort, WI Dells.

**Anticipated costs:**

Registration for 2 days (1 Coordinator)	\$200.00
Hotel Expenditure	\$ 82.00
Total	<u>\$282.00</u>

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6 more months of MIS PC Group Allocation & MIS Systems Group Allocation

MIS PC Group Allocation \$246.33 per month * 6 months	\$1477.98
MIS Systems Group Allocation \$163.25 per month * 6 months	\$ 979.50
Total	<u>\$2457.48</u>

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DUI RANT Renewal 6/4/17-6/3/18 1 Year Subscription-5 Users	\$1100.00
Total:	<u>\$1100.00</u>

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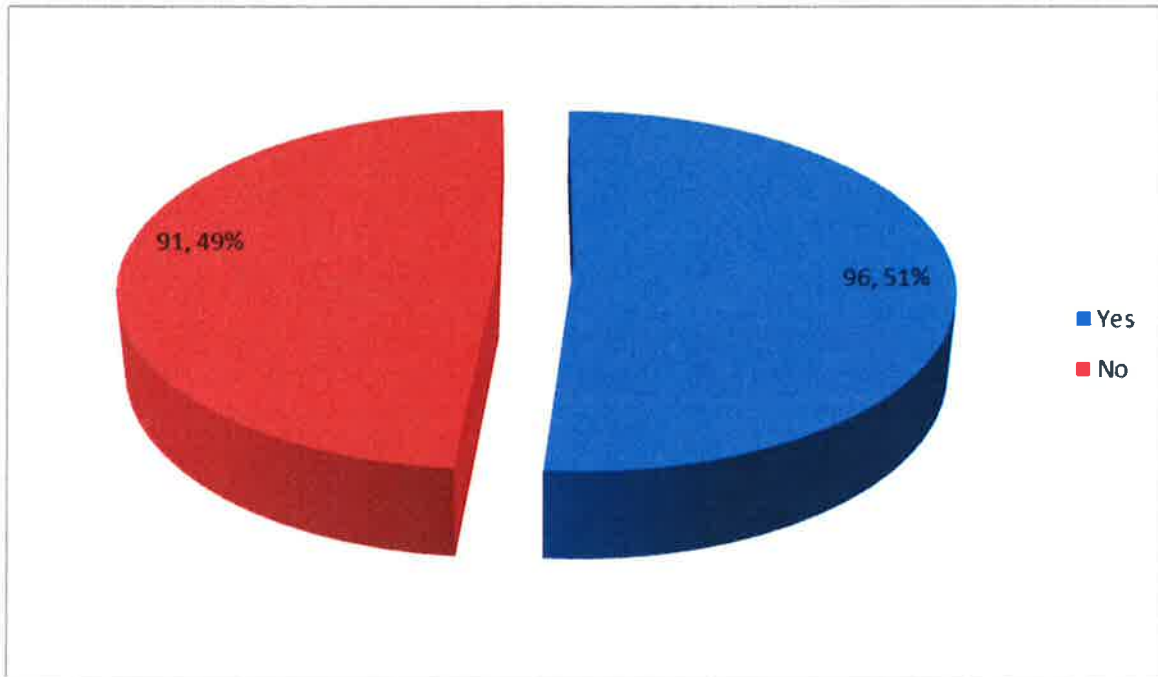
Total adjustment request: \$8421.45

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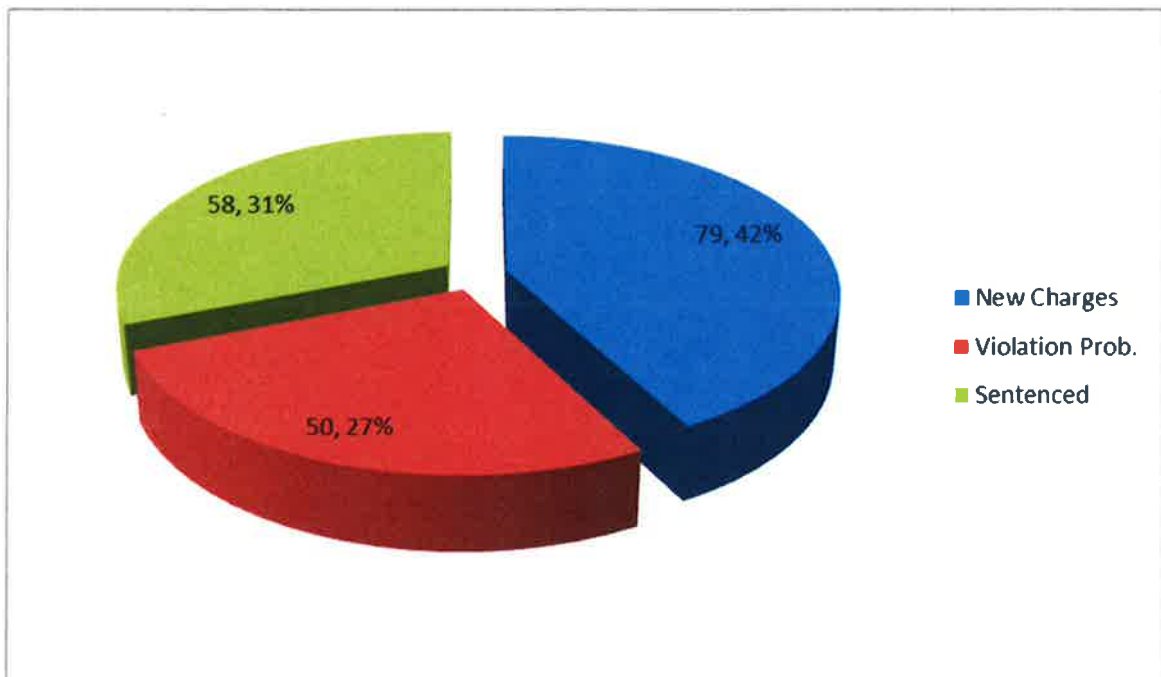
Approved monthly WCS payment	\$13,899.08
Current monthly WSC payment (1/1/17-06/30/17)	<u>\$ 8994.00</u>

Grant Modification Worksheet 7/21/2017

Monthly savings for 1/1/17-6/30/17	\$ 4905.08
6 Month total savings for 1/1/17-6/30/17	<u>\$29,430.48</u>



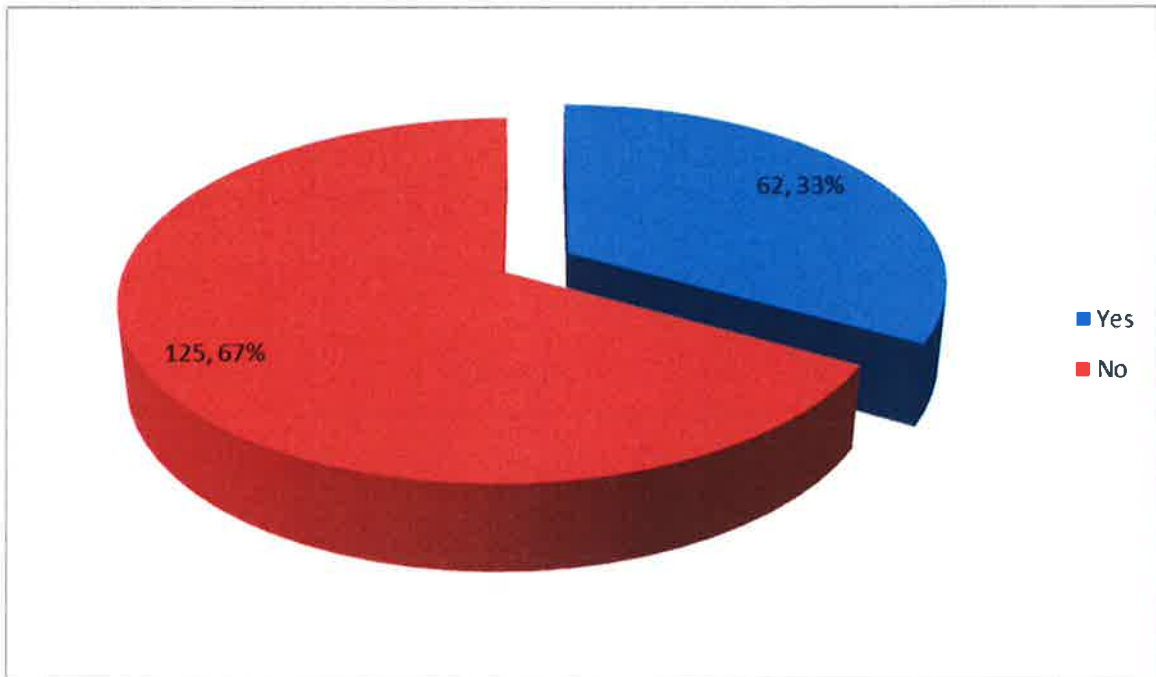
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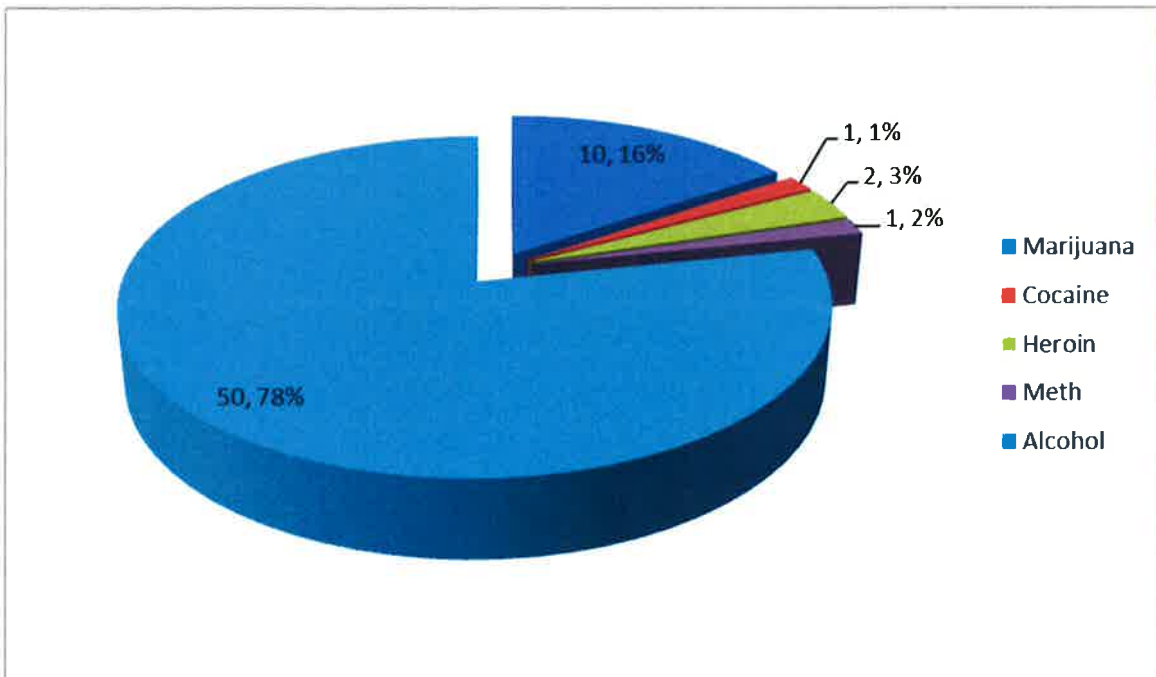
**REASON FOR INCARCERATION**

## RE- INCARCERATION    April 2017

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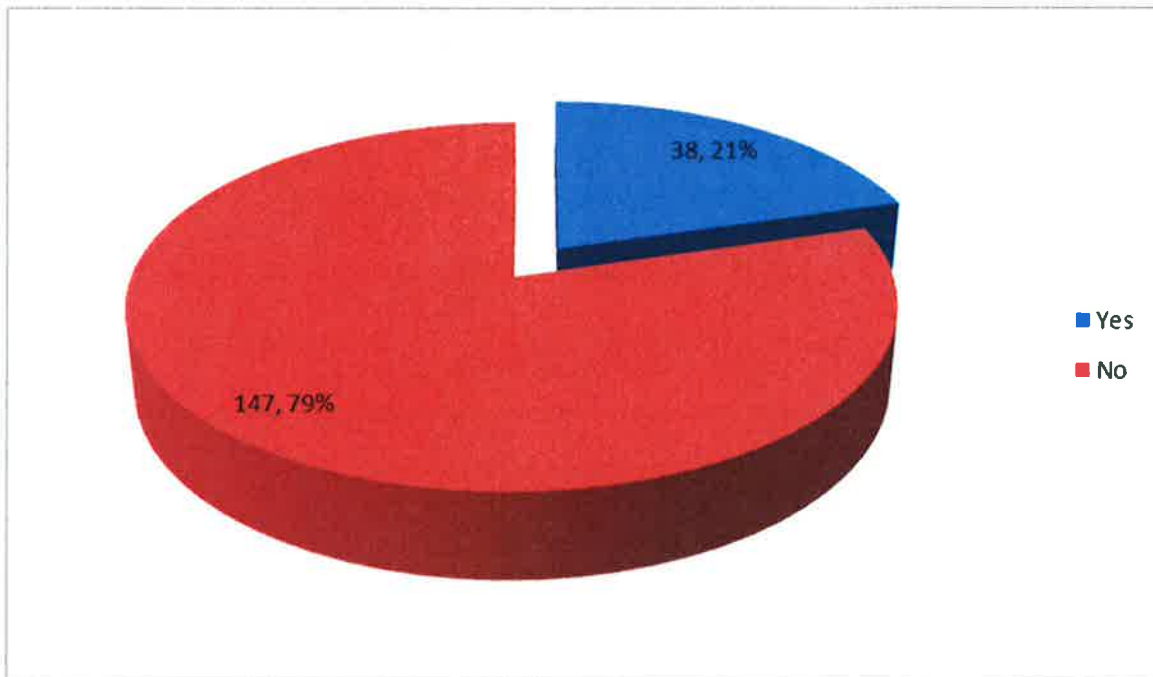


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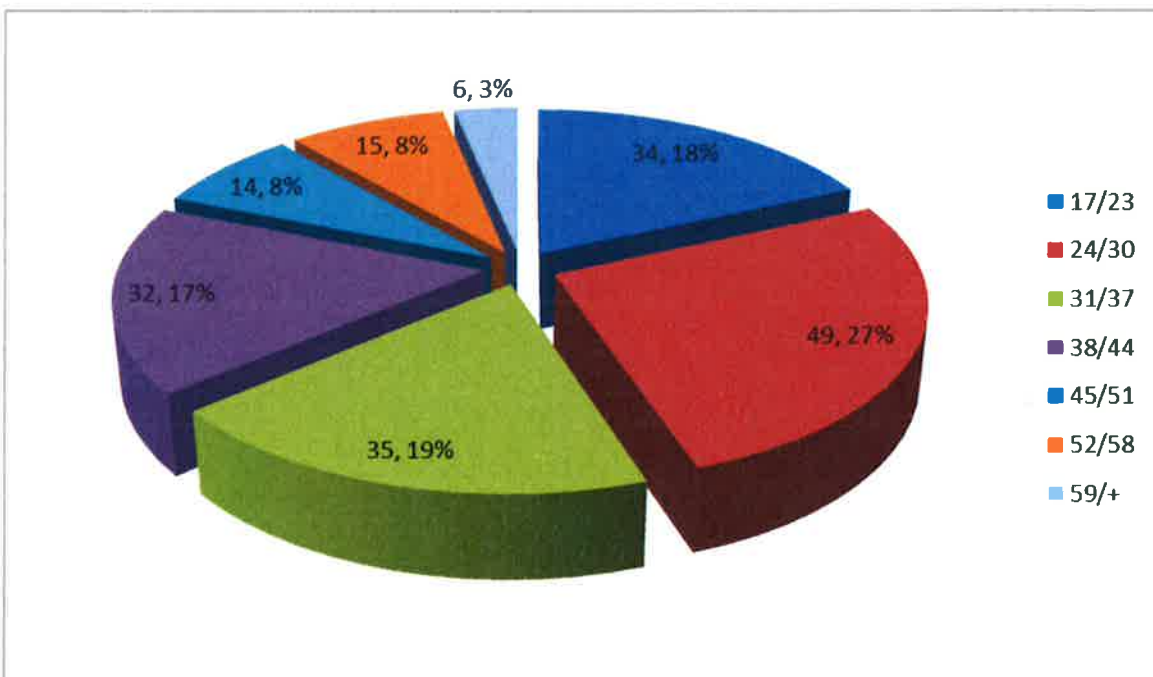


## RE- INCARCERATION    April 2017

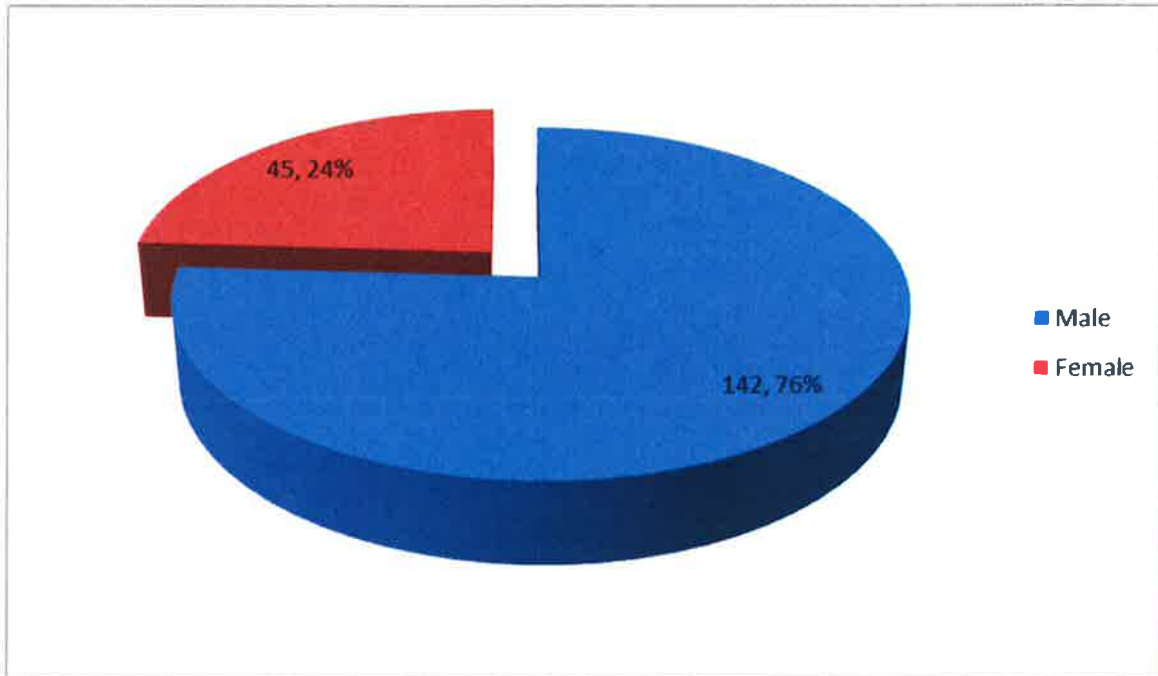
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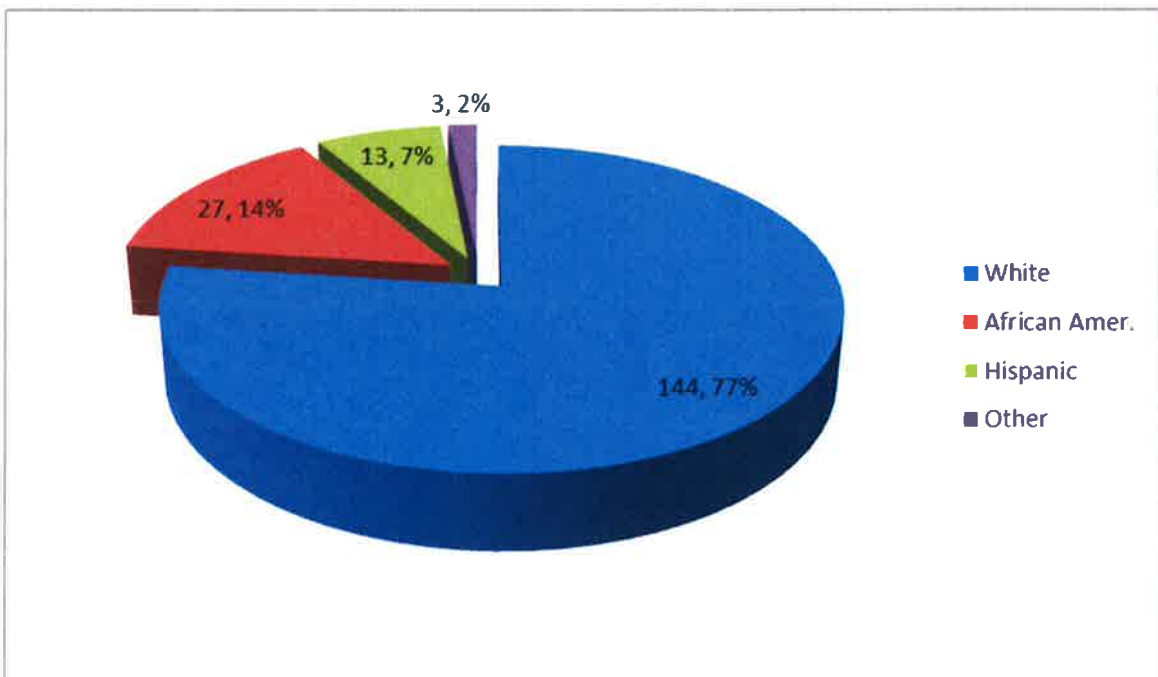
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### AGE PROFILE



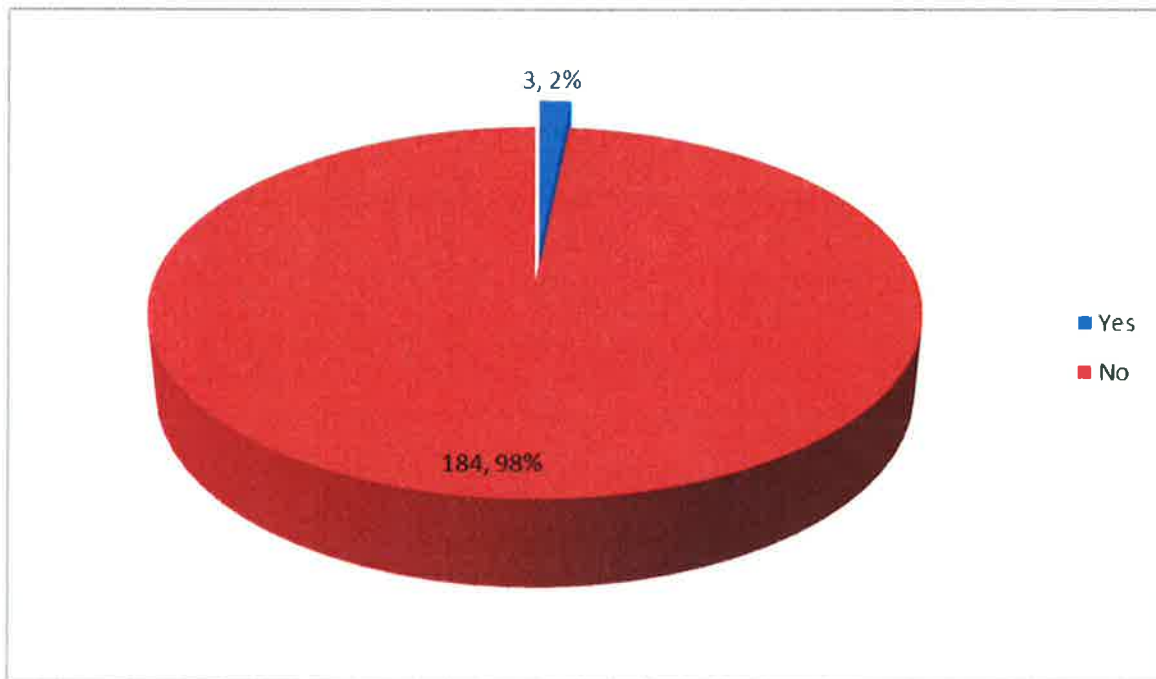
**GENDER PROFILE**



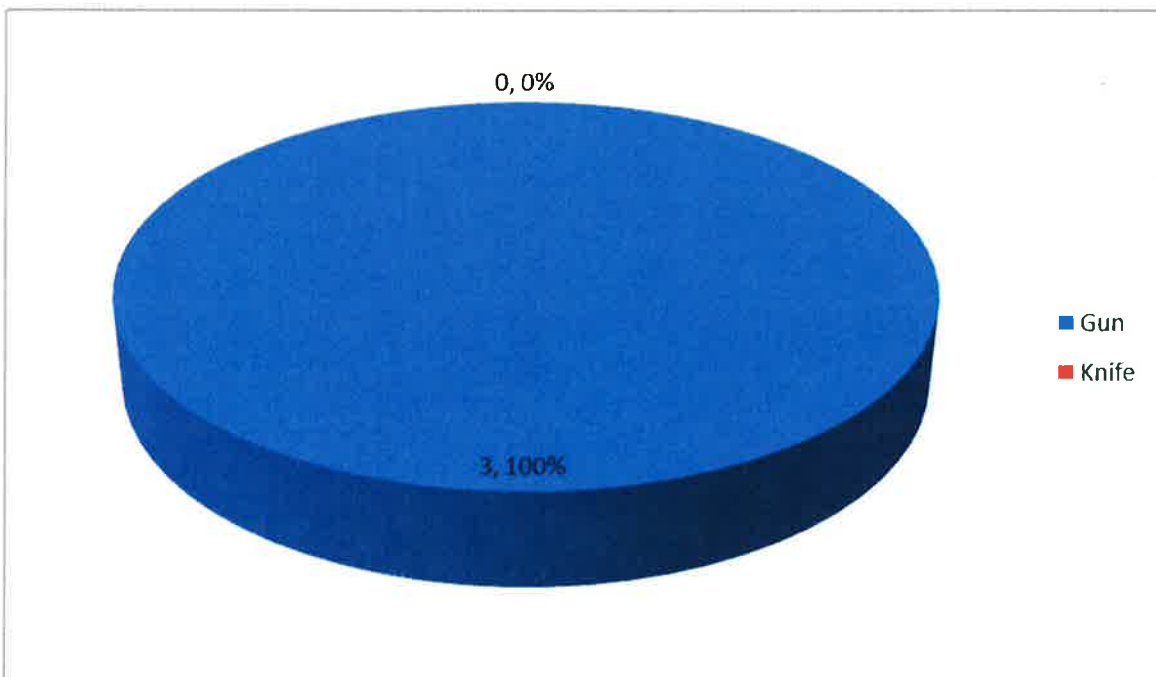
**ETHNIC PROFILE**

## RE- INCARCERATION    April 2017

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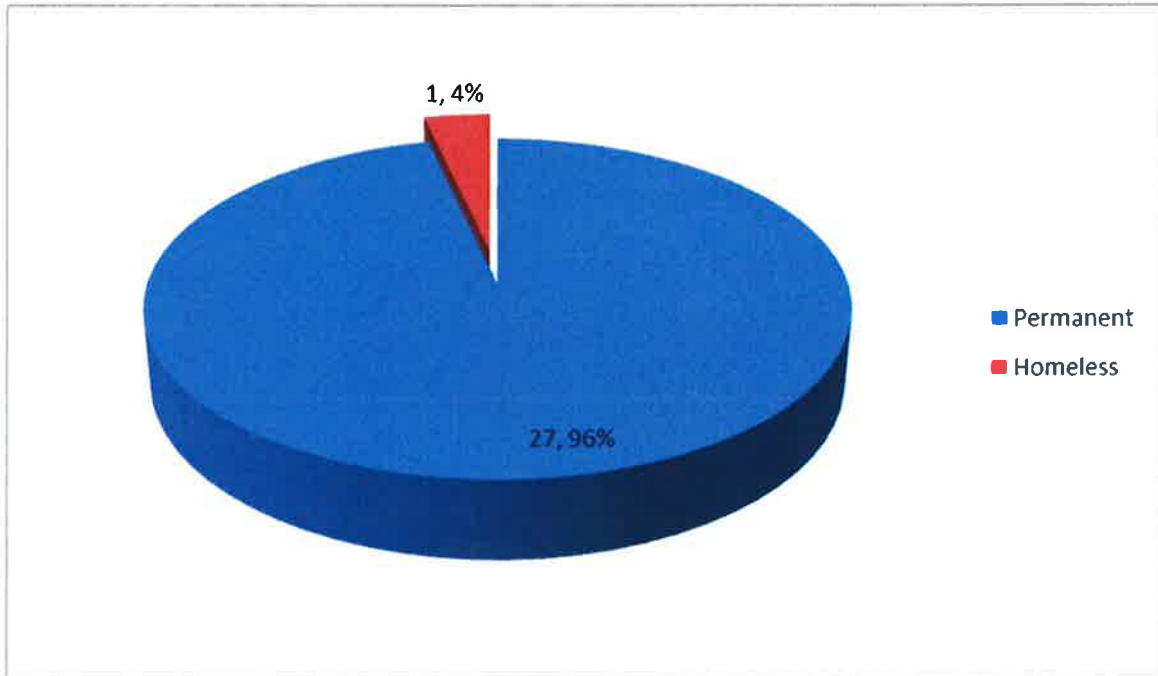
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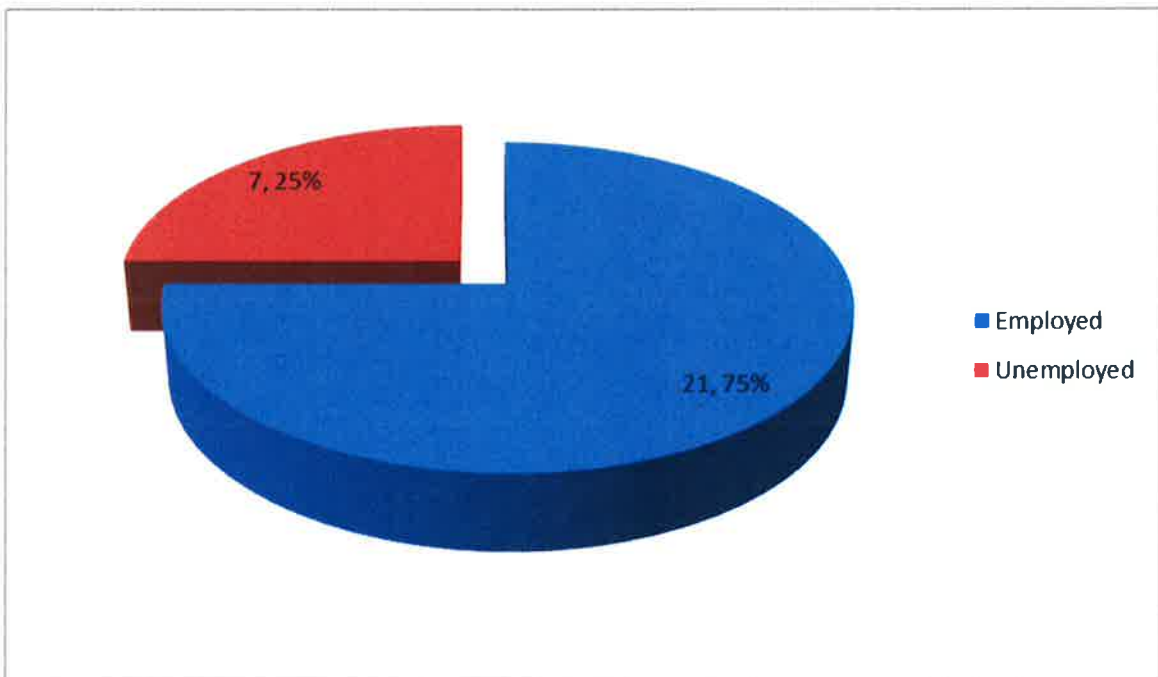
### TYPE OF WEAPON

## RE- INCARCERATION    April 2017

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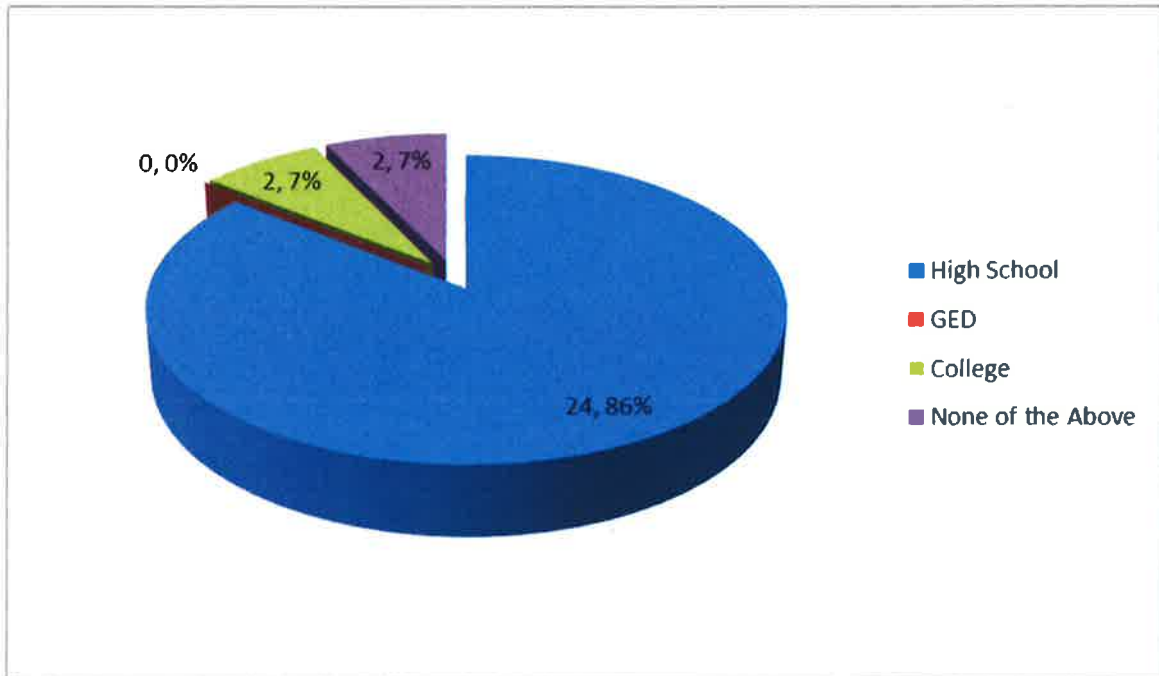
### HOUSING



### EMPLOYMENT STATUS

## RE- INCARCERATION April 2017

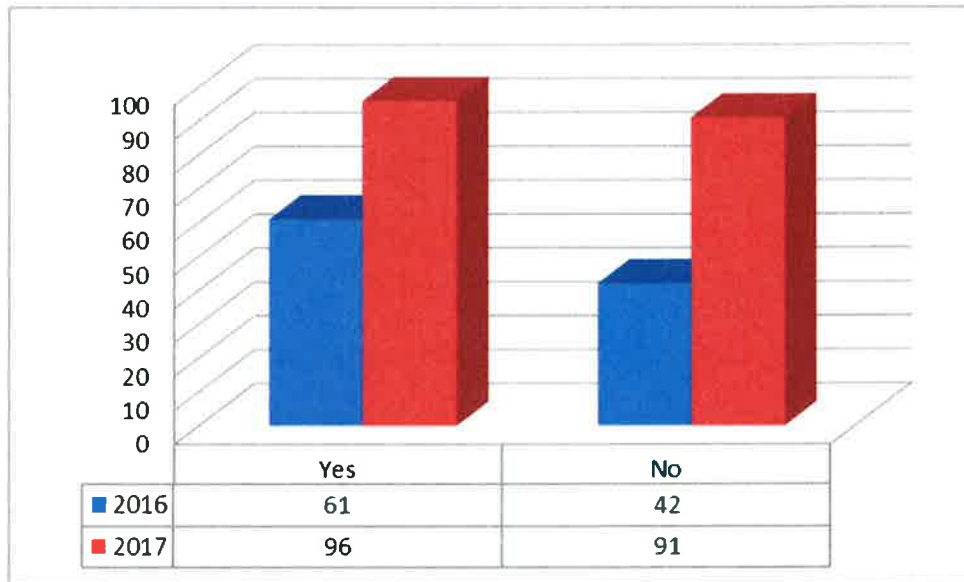
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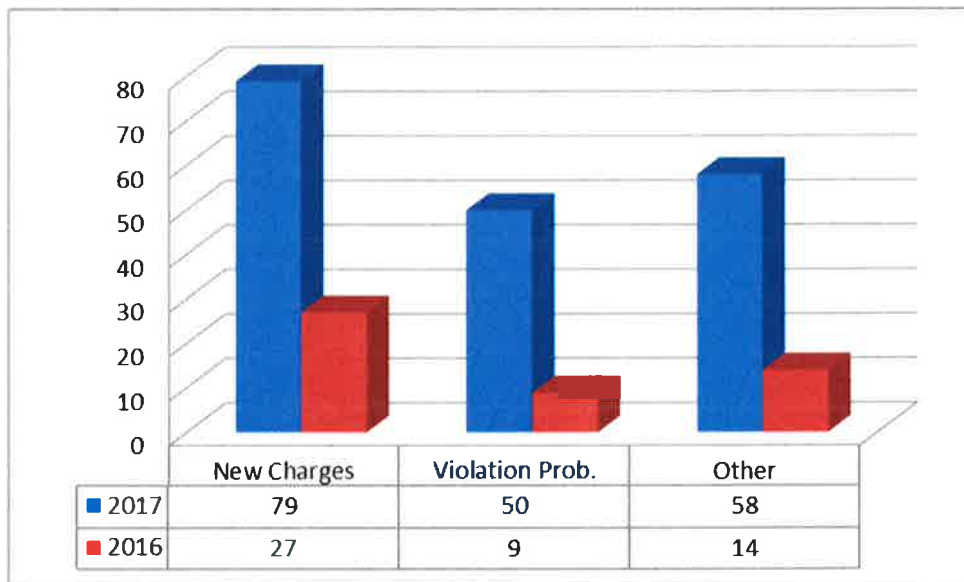
**EDUCATION LEVEL**

## YEARLY COMPARISONS

APRIL



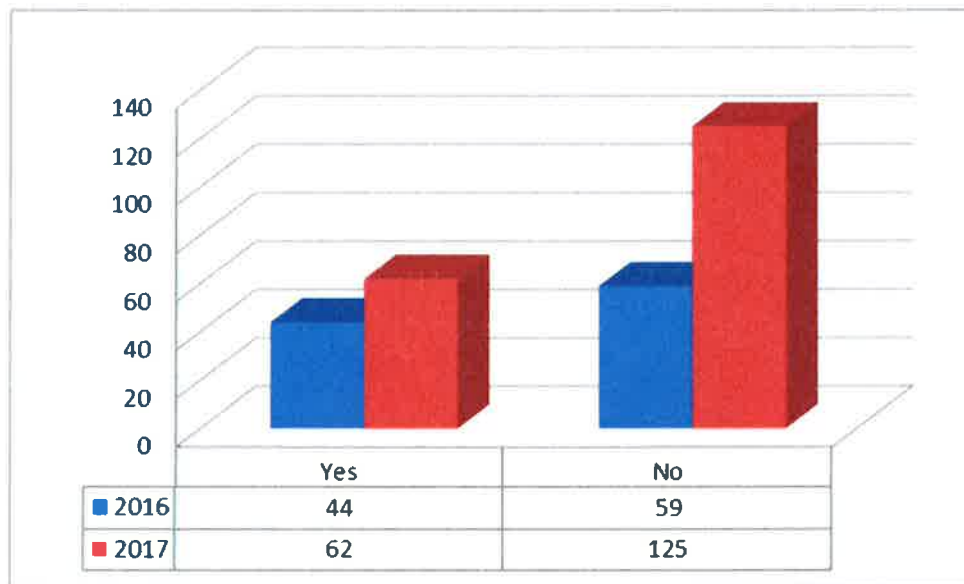
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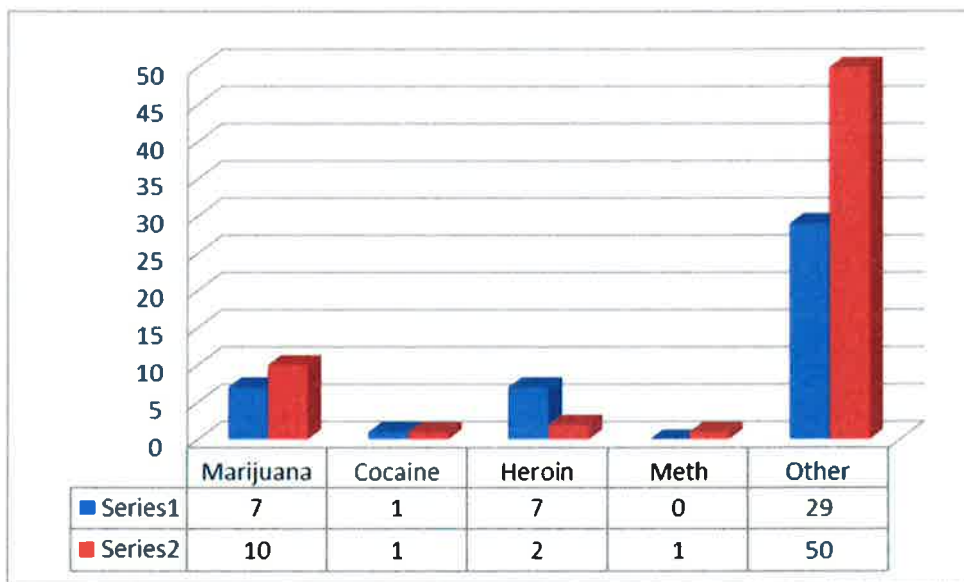
### ***REASON FOR RETURN***

## YEARLY COMPARISONS

APRIL



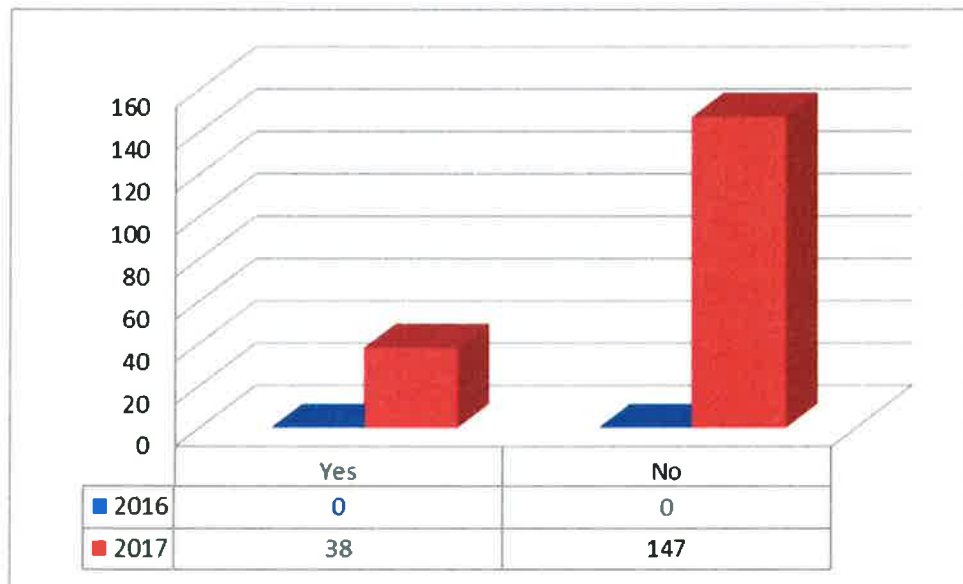
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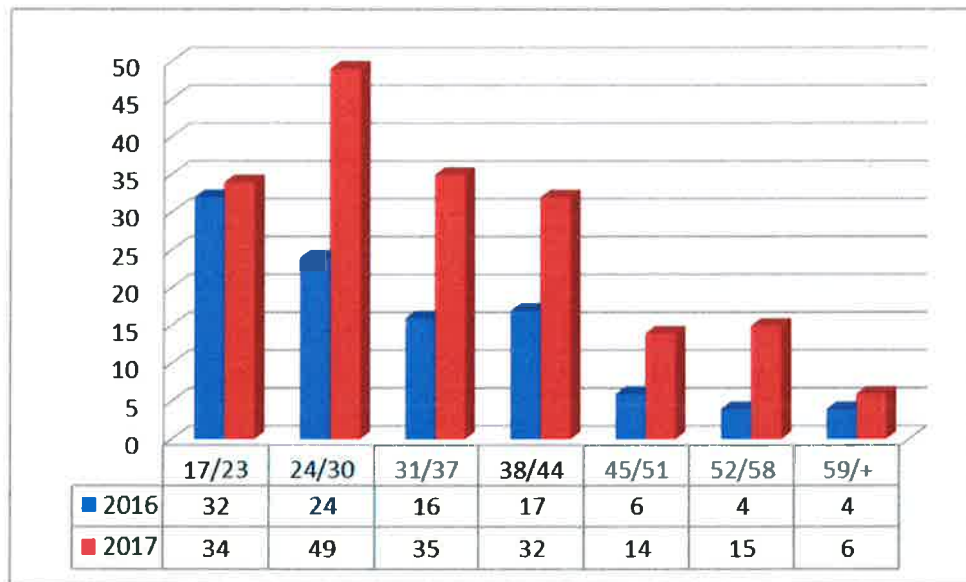
## DRUG TYPE

## YEARLY COMPARISONS

APRIL



### ***UNDER INFLUENCE AT BOOKING***

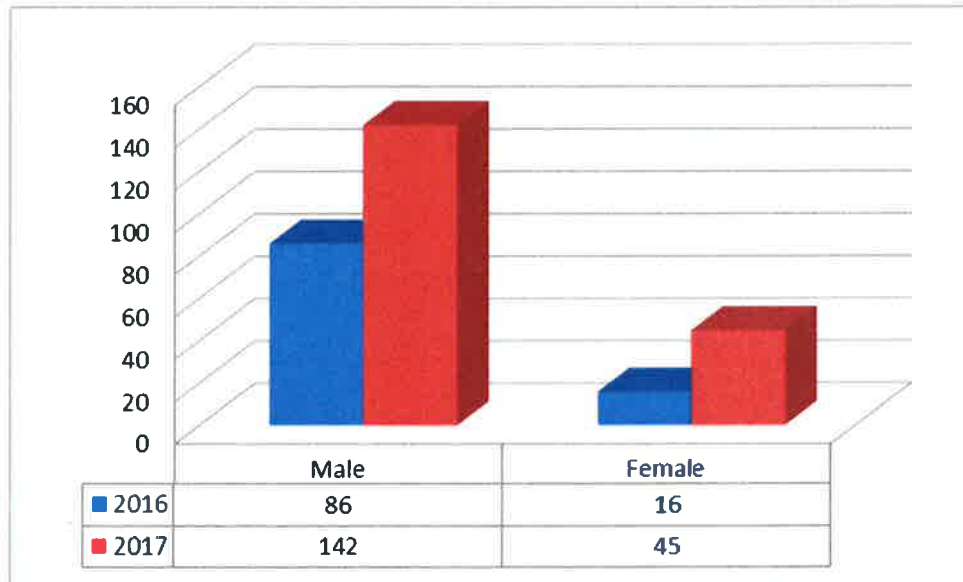


### ***AGE PROFILE***

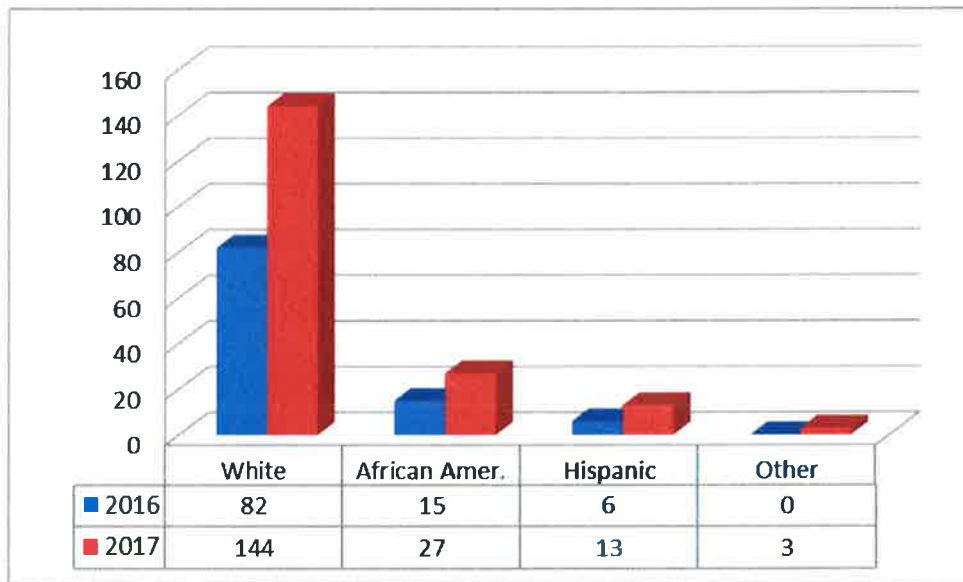


## YEARLY COMPARISONS

APRIL



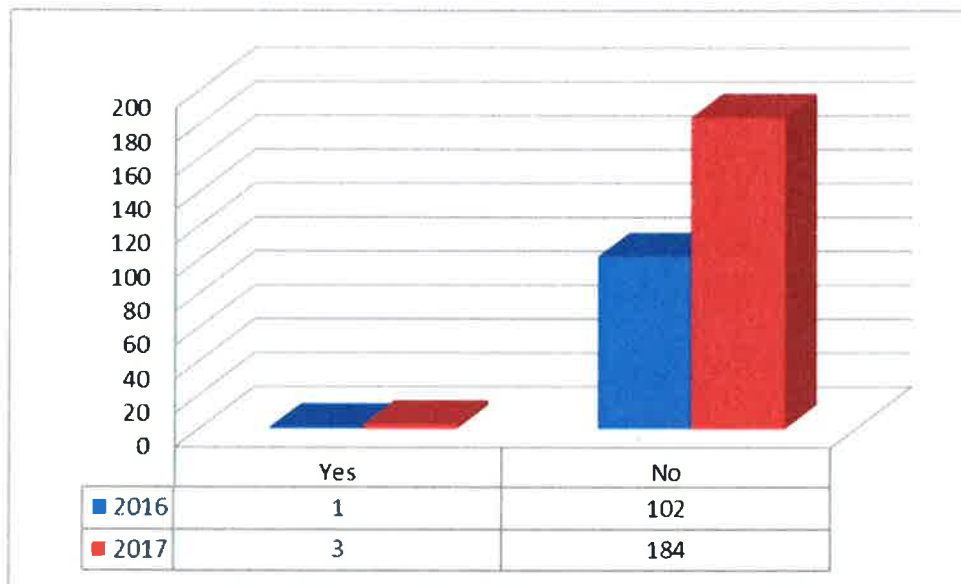
### ***GENDER PROFILE***



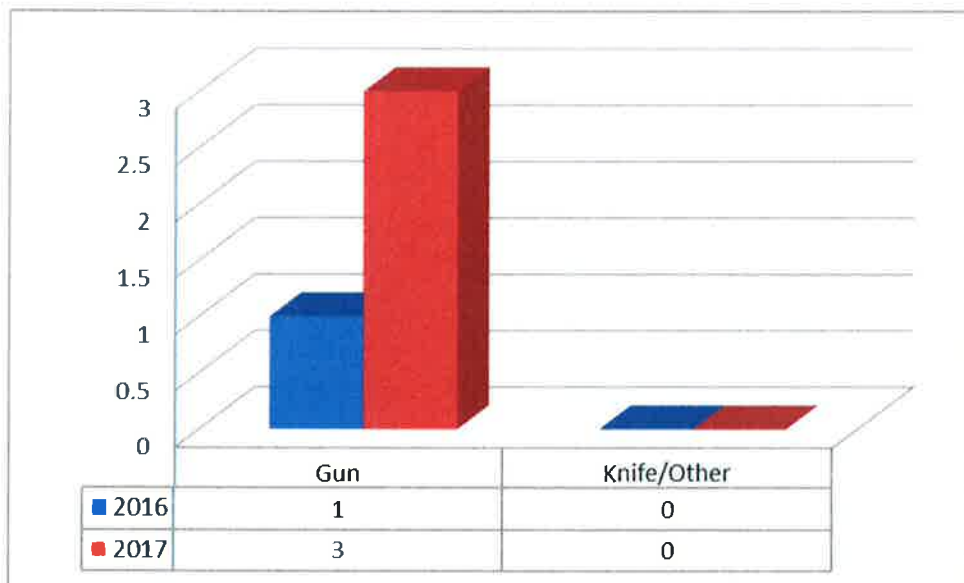
### ***ETHNIC PROFILE***

## YEARLY COMPARISONS

APRIL



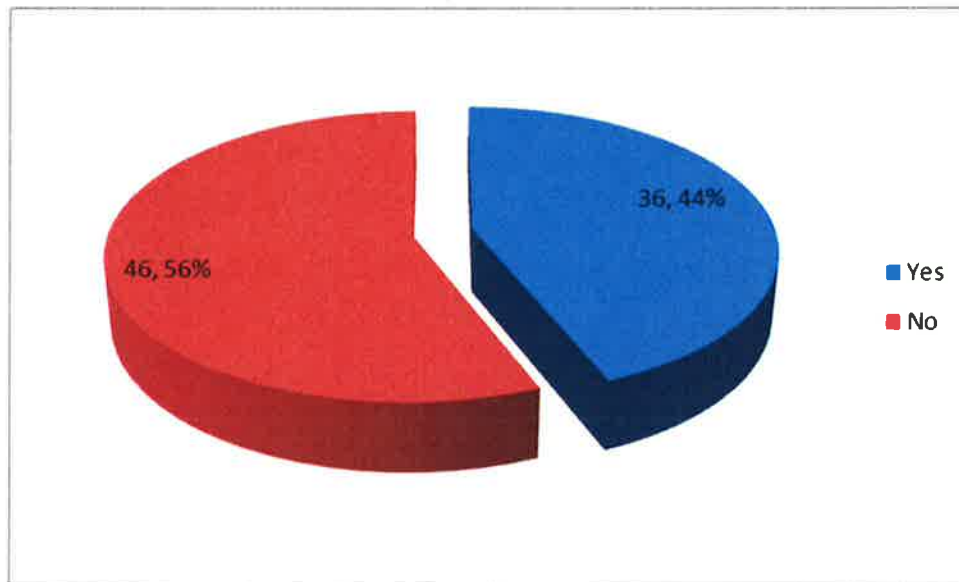
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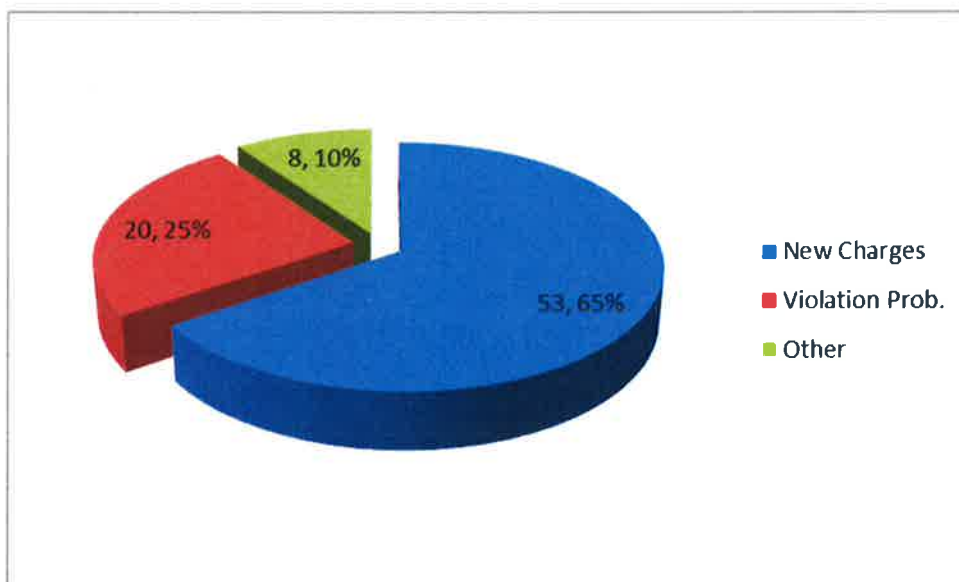
## TYPE OF WEAPON USED

## RE- INCARCERATION    June 2017

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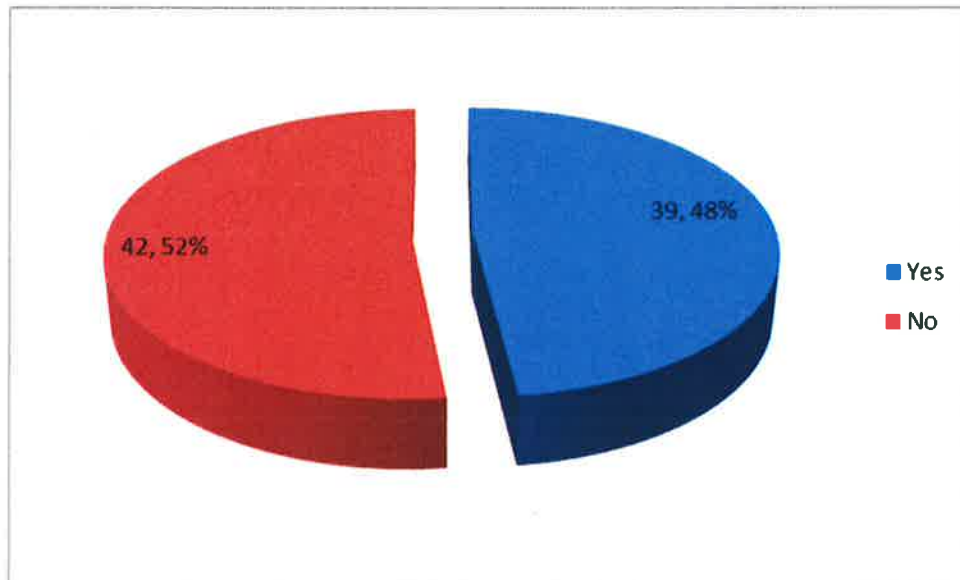
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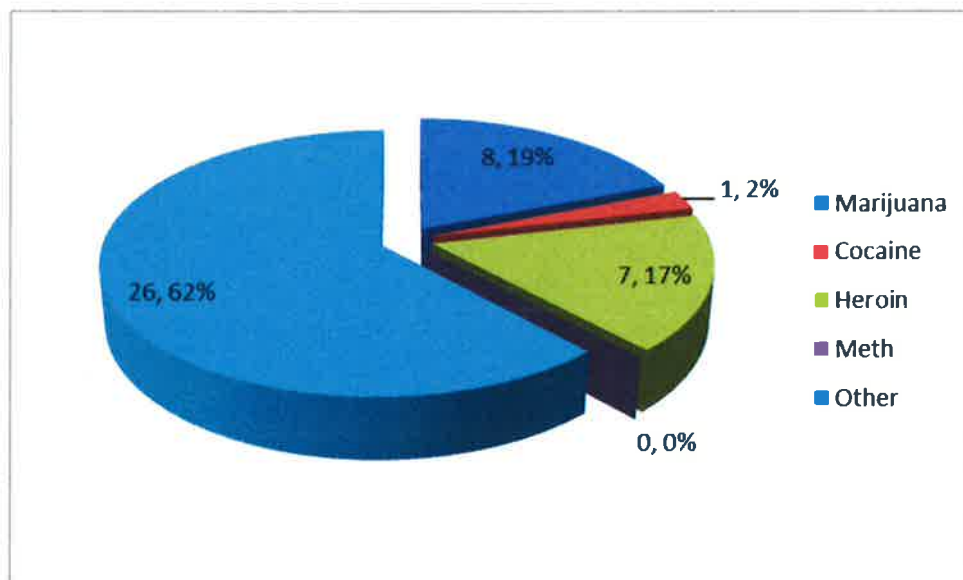
### REASON FOR INCARCERATION

## RE- INCARCERATION June 2017

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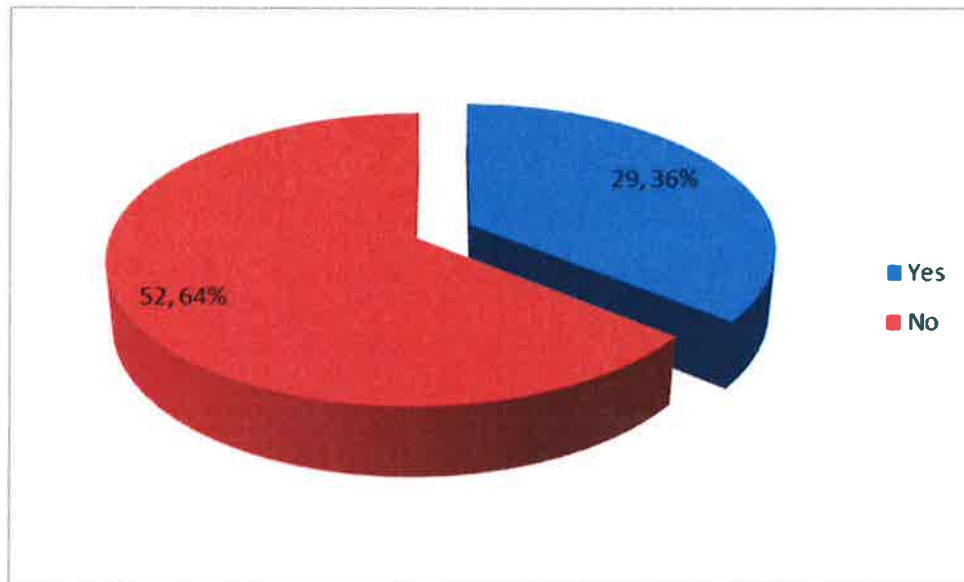
### DRUGS OR ALCOHOL RELATED



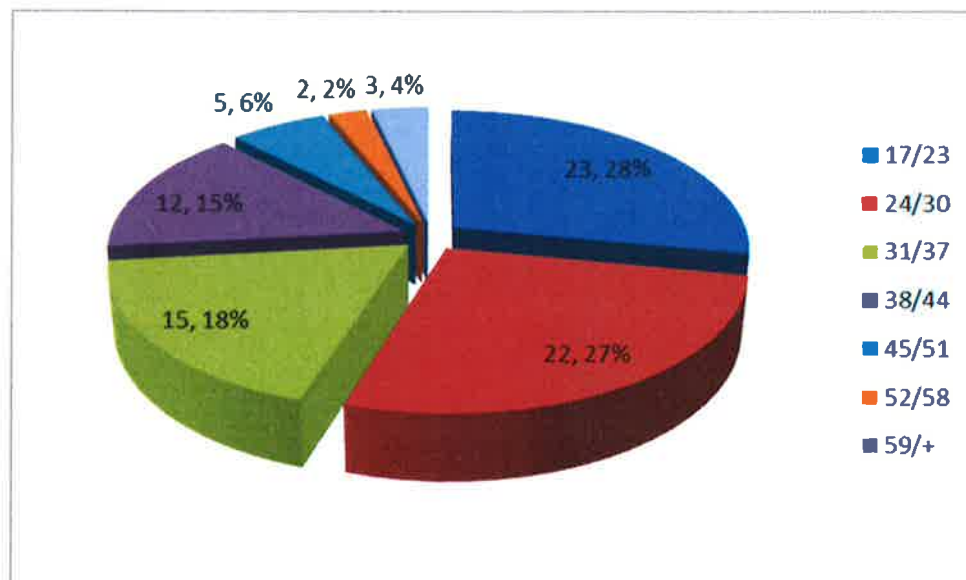
### TYPE OF SUBSTANCE USED

## RE- INCARCERATION June 2017

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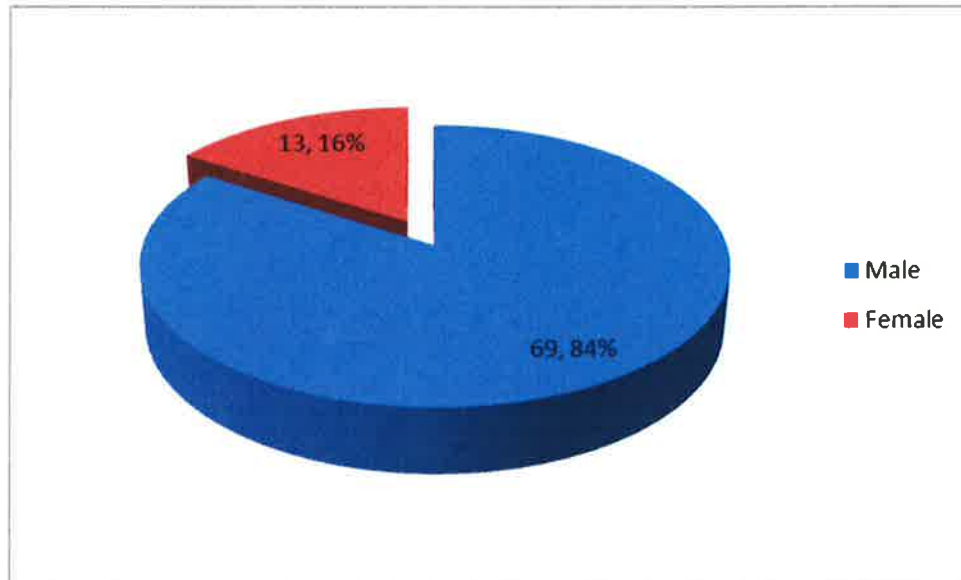
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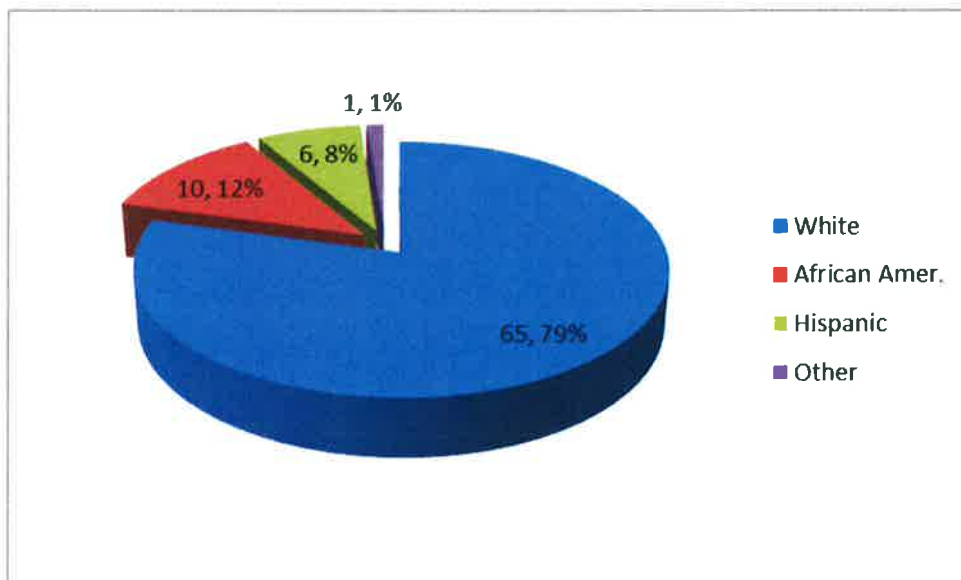
### AGE PROFILE

## RE- INCARCERATION June 2017

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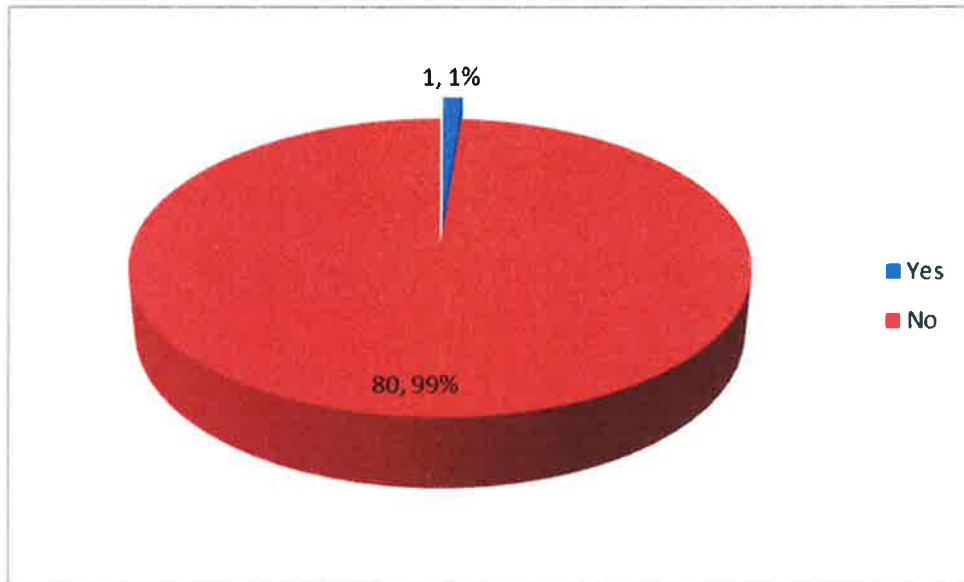
**GENDER PROFILE**



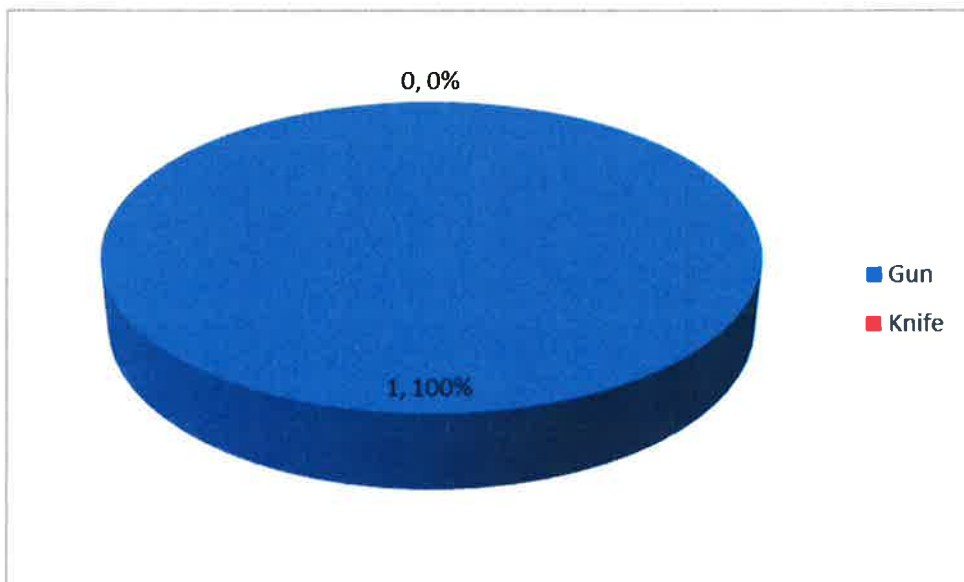
**ETHNIC PROFILE**

## RE- INCARCERATION June 2017

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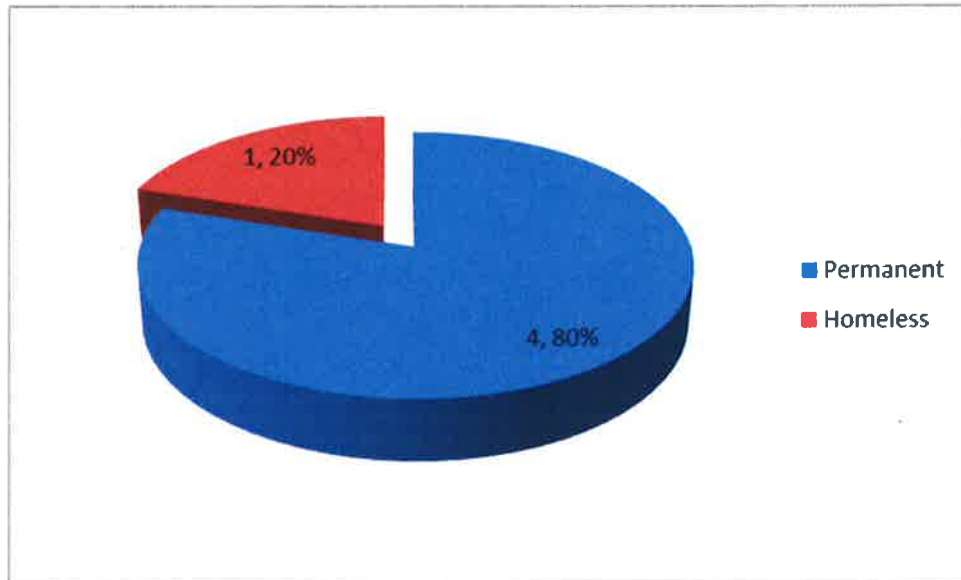
**WEAPONS USED**



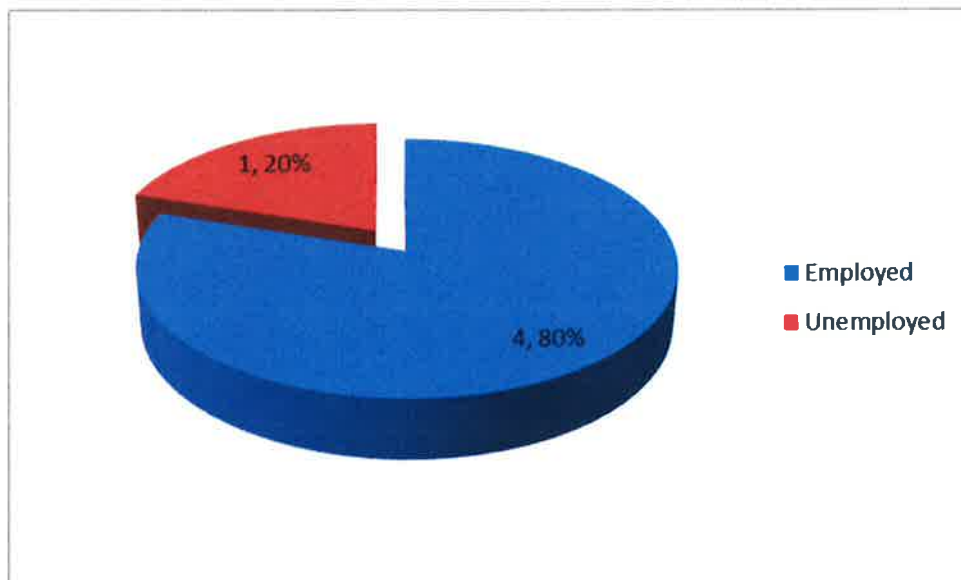
**TYPE OF WEAPON**

## RE- INCARCERATION June 2017

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### HOUSING

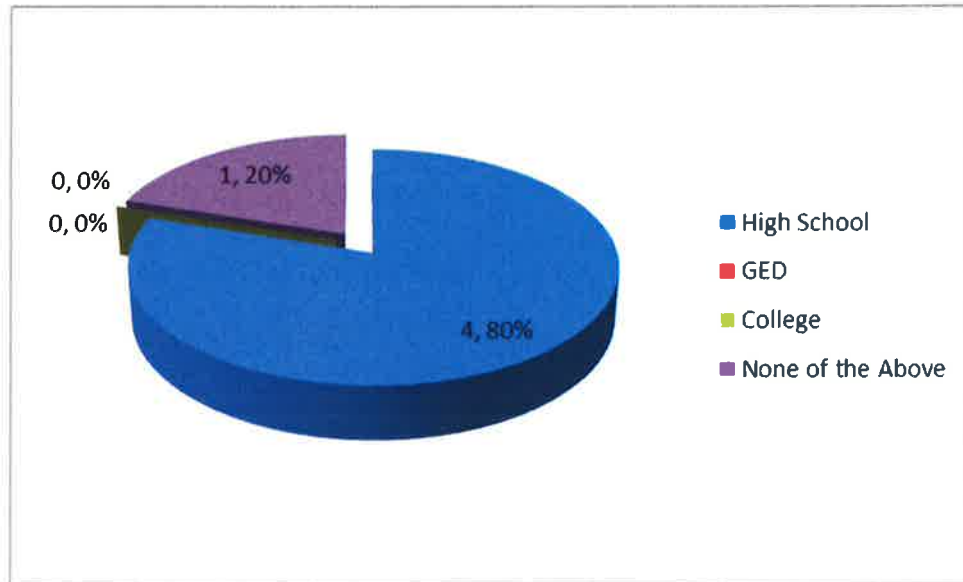


### EMPLOYMENT STATUS



## RE- INCARCERATION    June 2017

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**EDUCATION LEVEL**

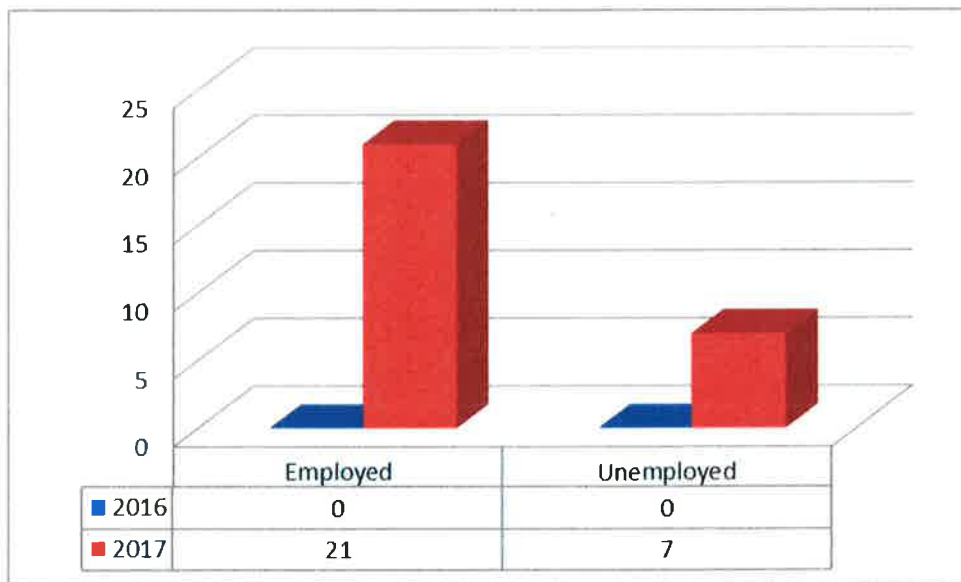
## YEARLY COMPARISONS

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APRIL



### ***HOUSING PROFILE***

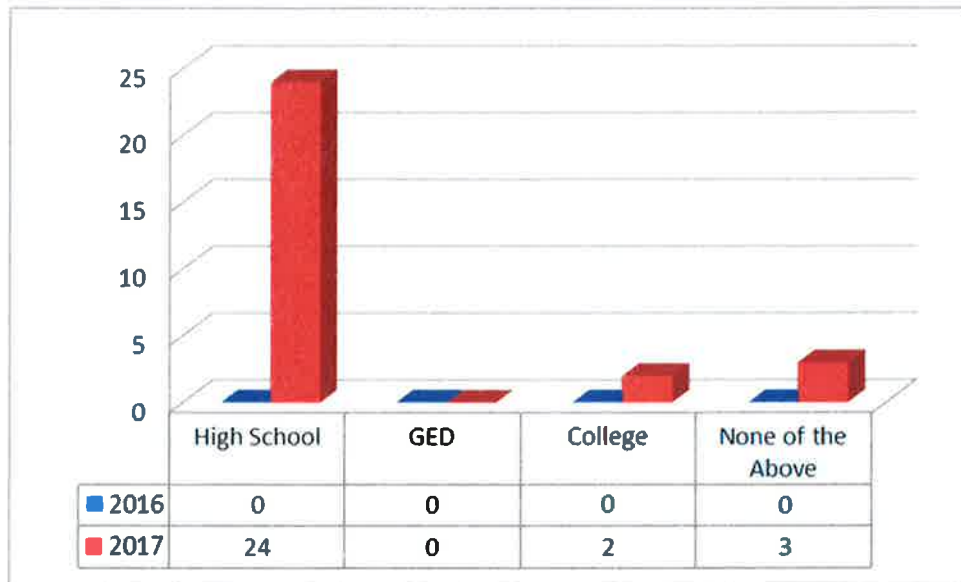


### ***EMPLOYMENT PROFILE***

## YEARLY COMPARISONS

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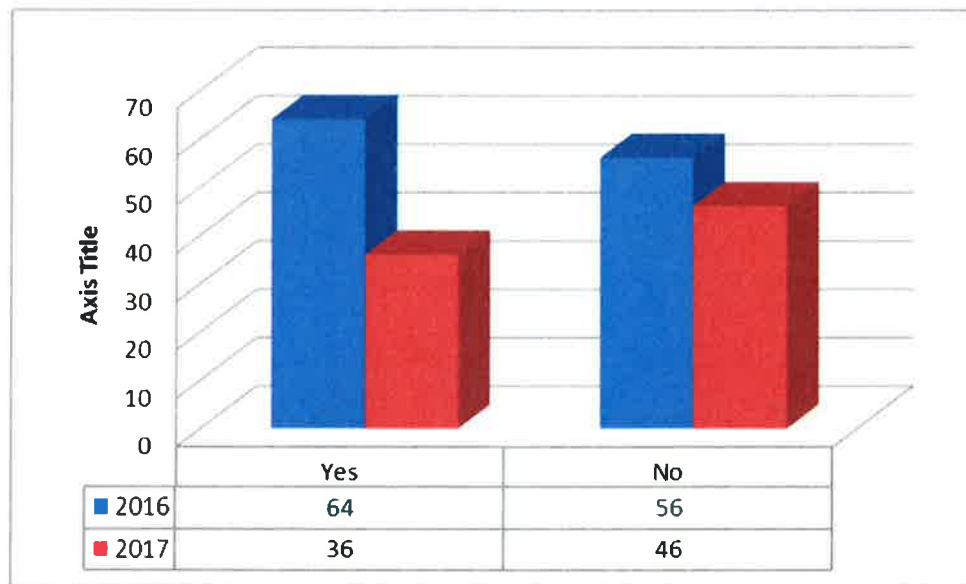
APRIL



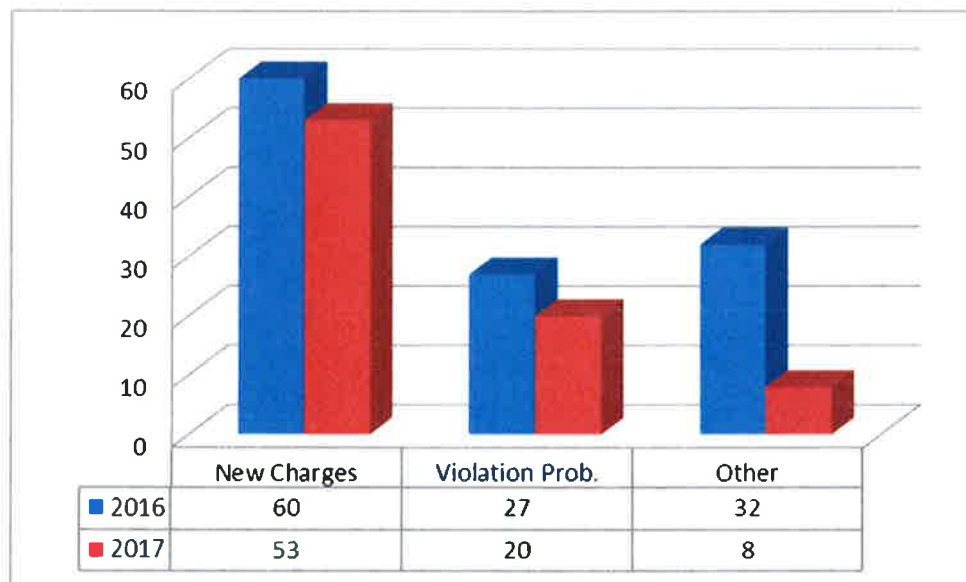
***EDUCATION PROFILE***

## YEARLY COMPARISONS

June



### ***INCARCERATED WITHIN LAST 3 YEARS***

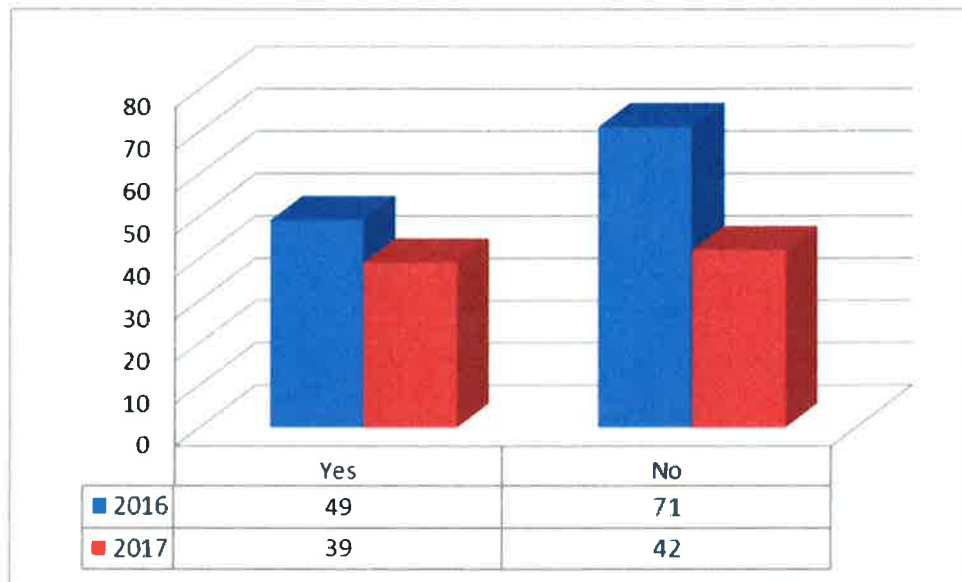


### ***REASON FOR RETURN***

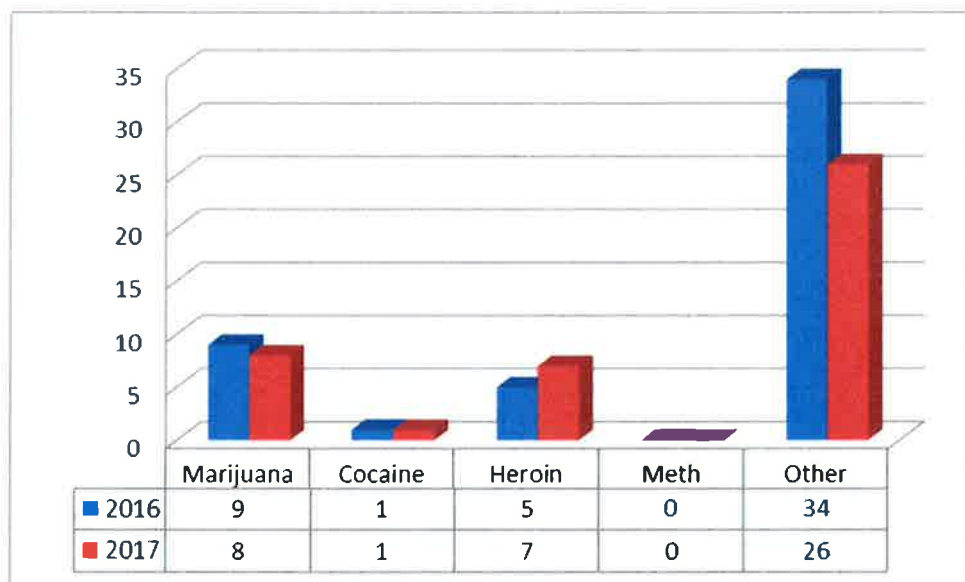
## YEARLY COMPARISONS

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June



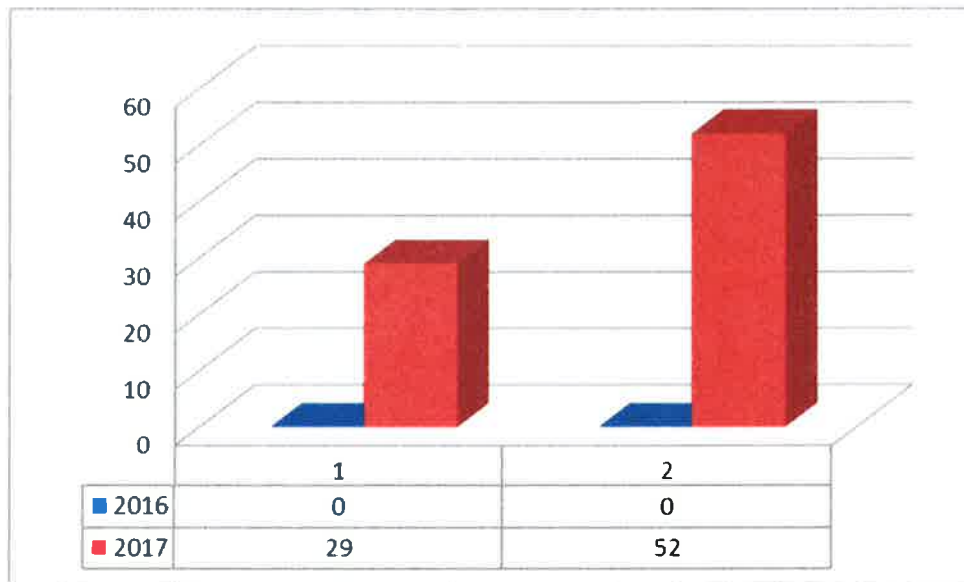
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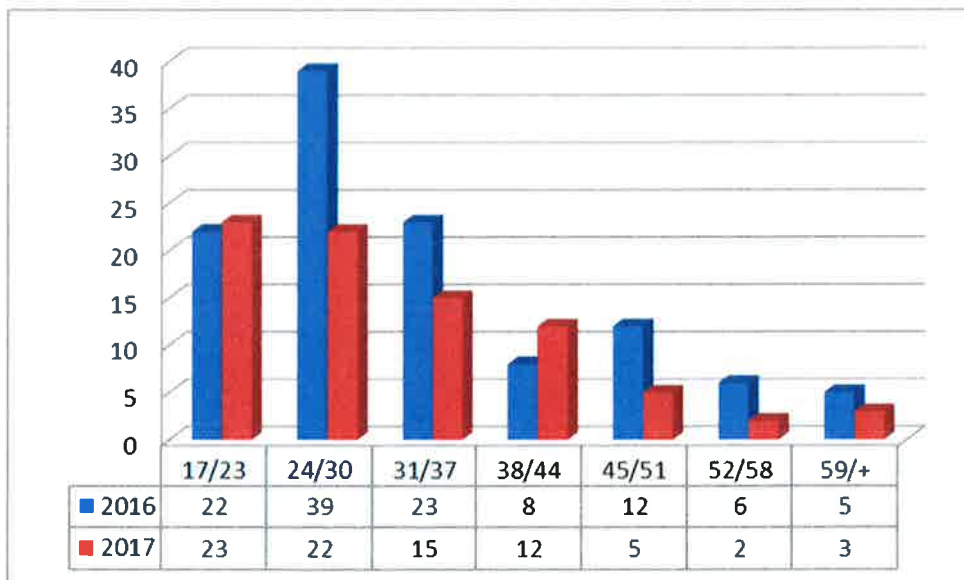
### ***DRUG TYPE***

## YEARLY COMPARISONS

June



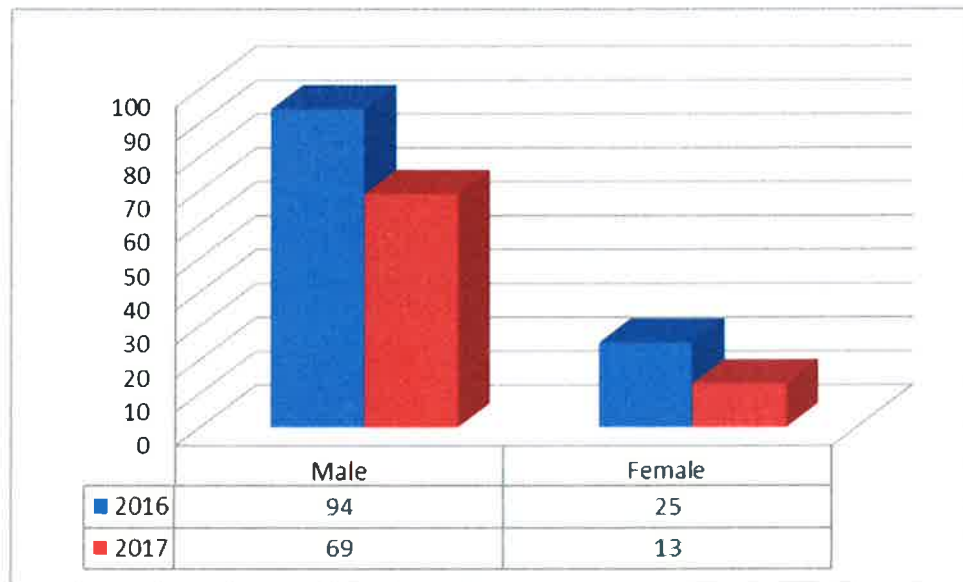
### ***UNDER INFLUENCE AT BOOKING***



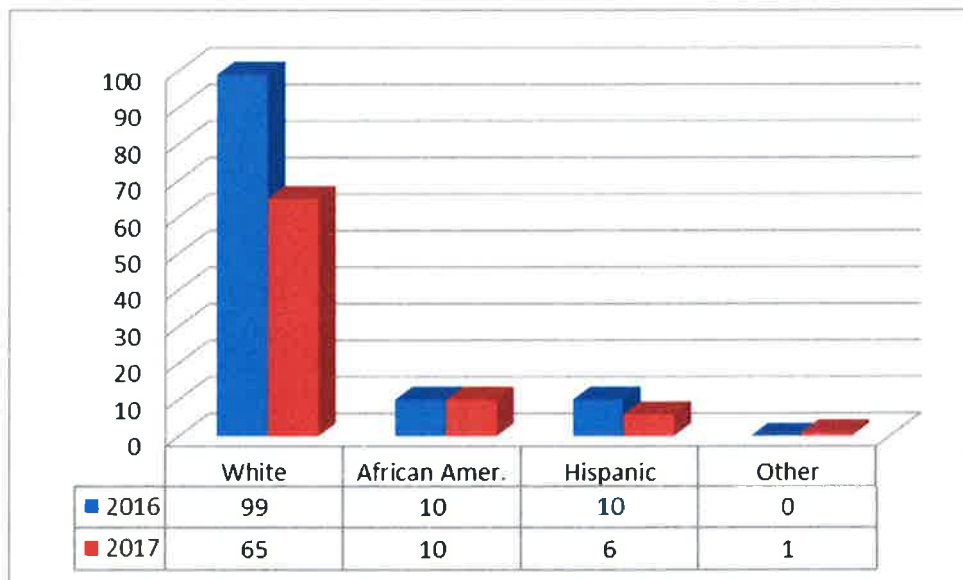
### ***AGE PROFILE***

## YEARLY COMPARISONS

June



### ***GENDER PROFILE***

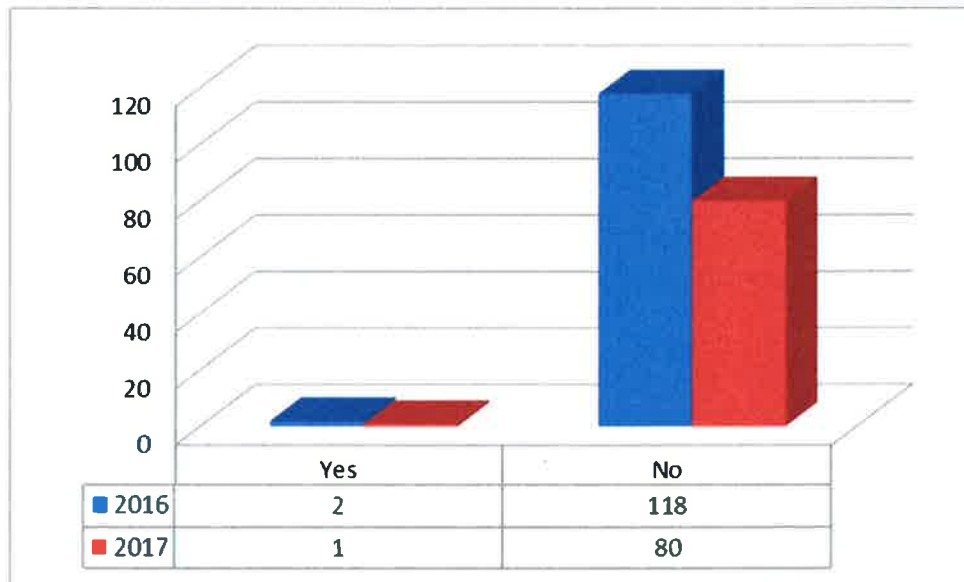


### ***ETHNIC PROFILE***

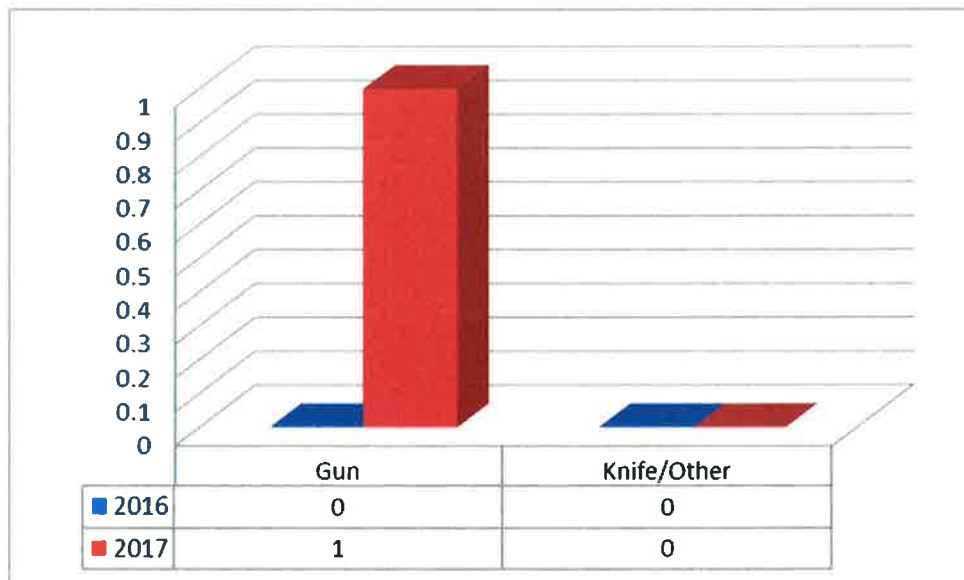
## YEARLY COMPARISONS

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June



### ***WEAPONS USED***



### ***TYPE OF WEAPON USED***



# YEARLY COMPARISONS

June



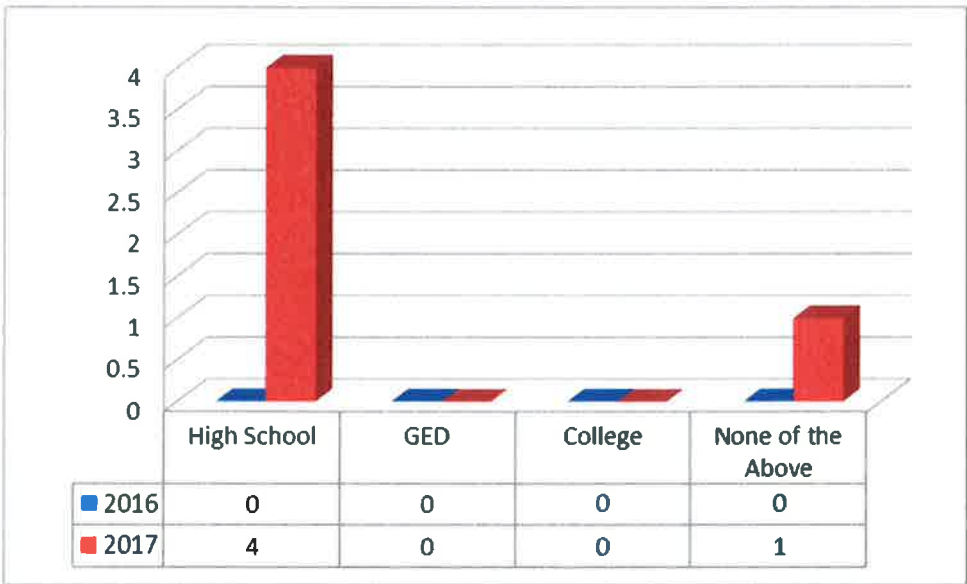
## HOUSING PROFILE



## EMPLOYMENT PROFILE

# YEARLY COMPARISONS

June



## EDUCATION PROFILE

## **CJCC Treatment Court Coordinator Report**

1. The RANT Risk/Needs Assessment Product has been purchased and clients are being screened. It appears the first DTC client will enter the program on 08/14/2017.
2. The DUI RANT product has been renewed for another year.
3. The CORE MOU and confidentiality documents still have not been received from the Dept. Of Justice. As we are now screening cases, I have obtained a PDF version of the CORE database on which we will be recording all required data. I will be developing a data entry plan for when CORE becomes available. If this only takes a month or two, the data entry will be simple. If it is several months before CORE is available, there will have to be a more involved data entry plan.
4. Beginning Monday, July 24<sup>th</sup>, I will be attending Intake Court and Initial Appearance Court sessions, distributing information about the program and offering applications to those wishing to apply for consideration for DTC. I will also be working with the Team to provide program information to attorneys and interested parties in Jefferson County.
5. In completing the Q-2 reports for the Department of Justice, several financial items requiring a Grant Modification Request became apparent. With CJCC approval, a grant modification request will be made seeking a reallocation of funds from the Consultant Contractual budget. These modifications are detailed on the attached Grant Modification Worksheet. The Department of Justice must also give the initial OK for requesting this reallocation.
6. Following the above modification, approximately \$21,000 will still be underspent through Q-1 and Q-2 of this year. I have begun looking into potential use of these funds. One possibility includes using funds to provide DTC or ATC clients with residential treatment or crisis stabilization beds. Another involved purchasing Vivitrol injections to have the medication available to those clients who do not have insurance but whose incomes do not allow them to qualify for Badger Care. More investigation must occur in consultation with the Team to determine the best use of these funds. A proposal will be shared with the CJCC as soon as possible.
7. As part of the ATODA Coalition, a Sober Server training is being organized and will be part of a town hall/educational event this fall. In addition, the ATODA Coalition is looking into an education presentation for the public on how to recognize the signs of heroin use. This may include a "mock home" trailer with examples of evidence.