

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

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

**Wednesday, August 24<sup>th</sup>, 2016 at 12:00 noon**

*Committee Members*

*Randy Koschnick*  
Circuit Court Judge

*Jim Schroeder*  
County Board Chair

*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

*Kathie Cauley*  
Human Services Director

*J. Blair Ward*  
Corporation Counsel

*Lynn Forseth*  
Literacy Council Executive Director

*Dale Lutz*  
Lieutenant - 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 22, 2016 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 related to 2017 DOJ grant application to include review of diversion programs and treatment court options
  - b) Discussion and possible action on the Policy and Procedure Manual for the JCATC
  - c) Discussion and possible action on County matrix for pay structures
  - d) Judges' comments on new ATC Policy and Procedure Manual (Judge Wambach)
7. Routine Reports
  - a) Update on monthly jail data
  - b) Update on JCATC outcomes and 2016 year to date (Sara Carpenter)
  - c) Update on SCRAM and Remote Breath
8. Updates on coordination with Recidivism Council and other agencies.
9. Discussion on heroin/opiates.
10. General discussion for long term objectives of the CJCC.
  - Out Brief from Treatment Courts Standards Training
  - Discussion and possible action on Treatment Courts Standard Training Action Plans
  - Discussion and possible action on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole
11. Agency updates.
12. Future meeting dates:

September 28, 2016	12:00 noon
October 26, 2016	12:00 noon
13. Future agenda items.
14. 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 22, 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; Carla Robinson, Clerk of Courts; John David, Mayor – City of Watertown; Martin Lastrilla, Department of Corrections; Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Lynn Forseth, Literacy Council Executive Director; Dale Lutz, Lieutenant – Jefferson Police Department; Barb LeDuc, Opportunities, Inc. and Jeffrey De la Rosa, Public Defender's Office.

Members excused: Kathi Cauley, Human Services Director

Members absent: Paul Milbrath, Sheriff

Others present: Holly Pagel, Human Services; Kristi Gusse, WCS; Sara Carpenter, WCS; Amy Hennan, WCS; Brian Dykstra, Department of Corrections; James Feldman, WCS; Judge David Wambach and 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 25, 2016 meeting**

Motion by Wehmeier; Second by Ward to approve the minutes from May 25, 2016. (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

Wehmeier said that a small work group will be meeting on this. The due date is July 19<sup>th</sup>. No action taken.

- b. Discussion and possible action on the Policy and Procedure Manual for the ICATC

Zarwell provided copies of the draft manual for review. The Council and other key personnel are asked to review and get any changes to Zarwell before the next meeting. She would especially welcome input on the alcohol treatment protocol, evaluation design and ethics and confidentiality sections. (Pages 17-24).

**7. Routine Reports**

- a. Update on monthly jail data

Information was provided for review. Wehmeier reviewed the data. They are working on providing actual numbers vs. percentages. No action taken.

- b. Update on ICATC outcomes and 2016 year to date (Sara Carpenter)

A report was provided for the Council to review. Carpenter reviewed the report. WCS will begin to track recidivism on graduates and discharges. 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. Carpenter reviewed the report. No action taken.

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

Forseth reported on several projects. They continue to update the reentry resource guide; Captain Scott announced that Jefferson County is the first county in the state to be participating in the Competency Restoration Program with the State of Wisconsin Health Services; They continue to work on the pilot mentoring program.

Forseth shared an article from WCA. "The Stepping up Initiative – Reducing Mental Illness in Rural Jails" This article will be emailed out to the Council. No action taken.

**9. Discussion on heroin/opiates**

Page explained that they had somebody in jail who requested Vivatrol. Law Enforcement signed an MOU with the District Attorney and continue to handout information for available assistance. There will be a follow up presentation in Watertown - "Playground to Kill". This will focus on younger children and their parents. Wehmeier asked if other drugs such as Methamphetamine and Fentanyl should be included. No action taken.

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

- Out Brief from Treatment Courts Standards Training
- Discussion and possible action on Treatment Courts Standards Action Plans

Wehmeier met with Mike Wallace from Fort Healthcare. They discussed having a representative from Fort HealthCare to serve on the CJCC. The Council supports this idea. Happ suggested that we reach out to Watertown Regional Medical as well. No action taken.

**11. Agency Updates**

Lastrilla will be transferring to the Waukesha office. Brian Dykstra will be taking over the Jefferson office. Lastrilla asks that Dykstra be appointed as his replacement. No action taken.

**12. Future meeting dates:**

July 27, 2016  
August 24, 2016

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

- Approval of June 22, 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**

David motioned to adjourn. The Council adjourned at 12:42 p.m.

**JEFFERSON COUNTY ALCOHOL TREATMENT COURT PROGRAM  
WISCONSIN COMMUNITY SERVICES, INC.**

July 2016-3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>+ offense

**Other ATC Program Components**

**Discharges from Program:**

	Month	YTD	PTD
Re-offended	0	0	0
Voluntary	0	2	2
Team Decision	0	0	2
Other	0	1	1

**Incentives:**                    18            120            201

**Sanctions:**                    3            19            54

**Positive Tests:**

PBT's	0	1	4
UA's	0	0	4
Dilutions	0	0	0
Refusals	0	0	0

**Community Service:**    0            0            1

**Program Donations:**    0            0            0

**Active Participants**

	Month	YTD	PTD
<b><u>Staffing Review</u></b>			
Accepted	2	12	42
Denied	1	1	2
<b><u>Waitlist</u></b>	0	0	0
Case Resolved	0	0	0

**Participants YTD:** 28

**Participants PTD:** 34

**Current caseload:** 17

**New Participants:** 2

**Program Phase Levels:**

	Month
Phase 1:	8
Phase 2:	3
Phase 3:	4
Phase 4:	2

	Month	YTD	PTD
<b><u>SCRAM CAM</u></b>			
Completions	3	13	45
Violations	0	0	2
Alcohol	0	0	0
Tamper	0	0	2

**Alcohol Treatment Court Graduate Stats**

	Month	YTD	PTD
<b>Graduations</b>	2	9	12
Jail Days Saved	375	2165	3364
Self-help Groups	308	1257	1658
PBTs	344	1465	1840
Positives	0	0	0
Drug Tests	36	144	175
Positives	0	0	0
Face to Face Contacts	68	275	375
Court Sessions	35	151	222
Average Length of Stay	457	402	396
Post-Grad Support Group	_____	_____	_____
Post-Grads in Alumni Program as mentors	_____	_____	_____

**Demographics**

	Month	YTD	PTD
<b>Ethnicity</b>			
Caucasian	16	27	32
African American	0	0	0
Asian	0	0	0
Hispanic	1	1	2
Native American	0	0	0
Other	0	0	0
<b>Gender</b>			
Male	11	20	24
Female	6	8	10
<b>Age</b>			
18 – 25	1	1	1
26 – 32	4	6	7
33 – 40	2	6	7
41 – 50	6	10	13
51+	4	5	6
<b>Veterans</b>	3	3	5

\*\*PTD=Program to Date\*\*

**Graduates & Discharge Demographics**

Ethnicity	Graduates			Discharges		
	MO	YTD	PTD	MO	YTD	PTD
Caucasian	2	9	12	0	3	4
African American	0	0	0	0	0	0
Asian	0	0	0	0	0	0
Hispanic	0	0	0	0	0	1
Native American	0	0	0	0	0	0
Other	0	0	0	0	0	0
<b>Gender</b>						
Male	2	7	10	0	2	3
Female	0	2	2	0	1	2
<b>Age</b>						
18 – 25	0	0	0	0	0	0
26 – 32	1	1	1	0	1	2
33 – 40	0	4	5	0	0	0
41 – 50	0	4	5	0	1	2
51+	0	0	1	0	1	1