

BUFFALO COUNTY PUBLIC MEETING MINUTES

Committee/Board: Community Justice Services – Buffalo and Pepin Counties

Date of Meeting: April 26, 2018

Electronic and Hard Copy Filing Date: Wednesday, May 16, 2018 - Draft

Location:
CJS Department
Buffalo County Courthouse
Room 2400, 2nd Floor CJS Office
407 S. Second St.
Alma, WI 54610

Meeting called to order by Judge James Duvall at 2:30 p.m.

MEMBERS PRESENT: Members present were Judge Duvall, Craig Brooks, Roselle Schlosser, Steve Hughes (by telephone), Tanisha Bautch, Brenda Berning

OTHERS PRESENT: Mary Wood

Mr. Brooks made a motion to approve April 6, 2018 minutes as presented, second by Judge Duvall. Motion carried.

Ms. Berning discussed the 2018 TAD Financial Report: First Quarter TAD e-Grant report completed. Submitted \$24,471.68 approved by TAD on 5/2/2018. Judge Duvall made a motion to approve Q1 – 2018 TAD e-grants report, second by Mr. Brooks.

Ms. Berning discussed billing cycle for the Pepin County copier leased from Loffler will be changing cycle to sync with Buffalo County billing. Point and Pay System has not been set up by CJS to accept payments via credit card.

Coordinator's Report presented by Ms. Berning – CJS Coordinator

- DOJ – TAD Manager – Renee Lushaj is the new TAD Manager. Molly Boss last day was 4/13/18.
- In-Kind Expenses for TAD Grant – track time
 - Need \$37,321 in-kind expenses.
 - After rent, mileage, copies the CJS program needs approximately \$14,000 of in-kind from personnel salary/benefits requiring CJS to track hours worked from staff in both Pepin and Buffalo County.
- CJS client Data Log –
 - Ms. Berning is looking at using a log similar to the one used by Chippewa Falls.
 - Discussed how we define “successful completion”. May need to look at utilizing language “completed” versus “successful”.

- Recidivism – look at CCAP and MNSIS intervals of 6 months, 12 months, 18 months etc. to see if client committed crime since discharged from CJS program.
- Jail days saved – discussed how many jail bed days saved by participating in CJS Program. Per Mr. Hughes, Eau Claire keeps track of this type of data by determining date released from jail until the day the case diverted to the program.
- Sharing CJS client data – in-depth discussion by committee members
 - Suggested to not put names on spreadsheet when disseminate excel spreadsheet – concerned information may be mishandled.
 - Should treatment information be omitted from this data list?
 - Statement: “Oversight group does not need to see names!”
 - Suggested when emailing spreadsheet to CJS members delete name, case numbers and some treatment aspects.
 - Conversation to be continued.....

Buffalo County Board

- New Chair – Mary Anne McMillan Urell – Judge Duval extended an invite to the CJS meetings.
- Judge Duvall and Ms. Berning will be presenting the CJS Annual Report to the Buffalo County Board on July 23, 2018.
- John Kriesel is the new CJCC Buffalo County Board of Supervisors Committee Appointment 2018-2020.
- Judge Duvall and Ms. Berning will schedule a meeting with Law Enforcement to educate regarding CJS program.

Discussed developing and implementing transportation for CJS offenders.

- CJS will work with BCDHHS.
- Suggestions to pay a driver with grant money.
- Obtain a copy of Pepin County Policy/Procedures regarding volunteer drivers.
- RSVP Program – reach out to Buffalo and Pepin volunteer drivers and inform them of this program as it provide extra insurance when volunteer drivers use their own car to transport people. Driver must be 55 and older.
- Historical Society – may be employees there whom interested in providing transportation.

Discussed creating CJS information to put on Buffalo and Pepin County Government website.

- Mr. Brooks offered to help with website.
- Inform public what CJS is and recruit support.
- Judge Duvall and Mr. Brooks will work together and write something up for press release.
- Mr. Brooks suggested presentation to civic groups in both counties.
- Suggestion to add CJS to Facebook.

Supervised Diversion Program (Deferred Prosecution Agreement)

- Working with both Buffalo and Pepin County District Attorneys to put a couple of clients into the deferred prosecution program so we can test the policies/procedures and adjust as necessary.
- Discussion regarding how to sign contract, how to move forward, length on program, what should the conditions look like, etc.

Implementing screening all substance related cases.

- What should the procedures look like so CJS interviews all substance related cases (Quick Score)? Should CJS staff meet everyone on criminal intake days?
- Ms. Schlosser suggested putting it on the summons to appear 15 minutes early
- COC would need to know when defendants have met with CJS.
- Judge Duvall stated COC and his office will need to work out details.

The Literacy Link Pilot Project – Mary Wood

- Program works with birth – 8 years old
- Purpose:
 - encourage and foster positive interactions between caregivers and their children
 - support learning-rich environments and experiences that nurture language and literacy development in children during visits with their parents and caregivers.
- Mary Wood met with CJS Coordinator, Ms. Berning discussed ideas of obtaining a children’s tent, headphones, listen to music and play on a tablet while CJS clients meet with staff thereby keeping children occupied.
- Discussion ensued regarding where in Buffalo County outside of the CJS office would be an appropriate designated space. Determined there is a nice space in Pepin County to accommodate. Will need to work with administration.

Non-lapsing CJS Fund Balance – discussed the fund balance

- Members would like to reduce fees especially with Soberlink. Ms. Berning pointed out reducing Soberlink fees would create a shortfall in balancing the budget from year to year.
- Ms. Berning does not want to spend the CJS fund balance; need to keep in fund to cover emergency expenses.
- Ms. Berning suggested utilizing a sliding fee scale similar to that used in BCDHHS. This idea was supported and suggested to start immediately.

Sanction Grid – forwarded to CJCC for approval.

Drug Sweat Patch

- Determined non CJS clients and post convictions client can be given the condition to wear a sweat patch.
- CJS will apply/remove patch - \$60/time if defendant is a client if defendant it not a client need to find fair market value and assess charge accordingly.

Next meeting: May 17, 2018, 10 a.m. – 12:00 p.m., Alma CJS office.