



Waukesha County  
Criminal Justice Collaborating Council  
Evidence-Based Decision Making Phase V Policy Team  
Tuesday, June 14, 2016

**Team Members Present:**

Hon. Jennifer Dorow, Presiding Judge & Policy Team Chair  
County Board Chair Paul Decker  
DOC Regional Chief Sally Tess  
DOC Community Corrections Field Supervisor Marla Bell  
Victim Witness Coordinator Jen Dunn  
Sheriff Eric Severson  
Town of Brookfield Municipal Judge JoAnn Eiring

CJCC Coordinator Rebecca Luczaj  
District Attorney Sue Opper  
HHS Director Antwayne Robertson  
Clerk of Circuit Court Kathy Madden  
District Court Administrator Michael Neimon  
Captain Dan Baumann

**Team Members Absent:**

State Public Defender Regional Attorney Manager Sam Benedict  
County Executive Paul Farrow

Menomonee Falls Police Chief Anna Ruzinski  
WCS Administrator Sara Carpenter

**Others Present:**

NIC Consultant Mimi Carter  
State Public Defender Attorney Manager Maura McMahon

Administrative Assistant Janelle McClain

**Welcome**

Chair Dorow called the meeting to order at 12:09 p.m.

**Review Goals and Agenda for the Meeting**

The goals of this meeting are to:

- Review Progress of Workgroups on Logic Models and Action Plans
- Review Scorecard
- Continue Work on Communications Plan
- Discuss Next Steps

**Approve Minutes from May 17, 2016**

Motion: Madden moved, second by Decker, to approve the minutes from May 17, 2016. Motion carried unanimously.

**Feedback/Observations from June 7-8 Workshop**

Dorow stated that the workshop addressed pretrial supervision and communications strategies. She felt it was a good reminder that while Waukesha County is always looking for ways to improve, we are already doing very well with having a CJCC, validated risk assessment tools that have been in place for some time, an array of pretrial programs, etc.

Carter added that there was a lot of synergy between all of the teams represented, as they are working on similar pretrial issues. Carter said the state does not want to dictate to counties which risk assessment tool can and cannot be used. Carter believes that the intention is to look at the factors that are predictive of pretrial misconduct and provide a list of validated tools that encompass those factors.

Milwaukee County is piloting a web-based tool (PSA) that will be released to everyone in the future. Part of the tool would include a web-based training curriculum for staff.

Opper asked if the state is exploring surveying public opinion on this issue. Carter has not heard anything regarding the state exploring public opinion. There has been discussion that there has to be a public education component.

Dorow added that we are either going to have a legislative change, or we are going to have a court case down the line that changes the law. We have an obligation to look at what we are doing and how we can make it better – regardless of what the state is doing.

### **Discuss Questions Related to EBDM Phase VI Application**

Luczaj had emailed the application prior to the meeting.

Letters of support from key people on or off of the team will need to be submitted. Typical form letters are discouraged. The team discussed possibilities and came up with: Judge Dorow, Sue Opper, and a joint letter from Paul Farrow and Paul Decker. Other names mentioned included Antwayne Robertson and an ATC graduate that had spoken in front of the board.

Since NIC wants it to be a collaborative application, Luczaj will put some of the application questions into Survey Monkey and send it to the Policy Team. Feedback will be incorporated into the application.

There is also a requirement to submit a work product that was developed during Phase V. There was a discussion as to what should be submitted.

### **Workgroup Updates**

#### **Pretrial Workgroup**

Dorow reported that the IDIP program changes (the risk assessment tool and supervision protocol) are being implemented today. The workgroup also made a presentation to the judges regarding the tool and how it will work.

Dorow created very generic language to be used in the bond. There was concern that individuals may not understand all of the supervision guidelines, so she will make changes and resend it.

The work plan outcomes are based on discussions within the group. Dorow is hopeful that the logic model and work plan will be approved at the next meeting.

#### **Case Processing Workgroup**

Opper stated that the Public Defender pilot project has been going well. Also, attorney information is now being sent out with the summons. The next two areas that the workgroup is going to determine reviewing are pretrial conferencing and diversion programs. Neimon added that if/when the workgroup gets to the point of implementing a pretrial conferencing pilot, it may be done without the blessing from the private bar.

The logic model is currently being worked on.

### **Mental Health Workgroup**

Robertson reported that Dr. Rutherford, HHS Clinical Director, will be attending the next meeting to provide input and discuss the medical clearance process for emergency detentions.

The work plan and logic model will be turned in this week.

### **Victim Rights Workgroup**

Dunn commented that there is a lot of work to do surrounding restitution, so the workgroup is waiting on the legislative changes to go into effect July 1 to help direct what can be done.

The work plan is done and includes 2 goals with 11 outcomes. The workgroup will be addressing impacts at the next meeting.

### **General Workgroup Statements**

Carter reminded the team to use her to review the work plans and logic models. Also, all of the work that is being put into this is positioning Waukesha County for success.

Carter had prepared a 20-minute webinar regarding doing logic models. Luczaj will distribute the link out to everyone.

### **Final Review of Waukesha EBDM Scorecard**

The "Impacts" field on the logic models create the scorecard. "Short Term Outcomes" are the team's goals. "Outputs" are the "immediate evidence that it was done." Activities are going to be a verb to describe "what you will do."

The workgroups will start with the short term outcomes, then work on activities, then outputs. All of the workgroup logic models will have the same impacts.

Once the workgroups are ready to implement their ideas, the scorecard can be a future guideline for us to determine other ways that we can "increase public safety."

The team divided into three groups to review and rephrase the scorecard as it has been developed so far, and then reported to the larger team. The large team then discussed how to combine the suggestions into one cohesive scorecard.

The final draft committee will include Decker and the County Public Information Officer.

### **Continue Discussion of Communications Plan**

The Communications Strategy is a 3-page narrative that identifies the audience, the message, and lays out the strategy to distribute the message to various types of people such as: judges, law enforcement, staff, and the public.

## **Next Steps**

### **Discuss Local EBDM Update to State CJCC on 7/26**

Luczaj informed the team that on July 26<sup>th</sup>, the state CJCC is having a meeting and is requesting local updates on Phase VI application change targets. Luczaj and Dorow are required to attend; however, other Policy Team members are welcome to attend as well.

### **Discuss plan for meetings/EBDM work between now and 9/13 Policy Team meeting**

The next meeting will be on July 19 to do a final review of the application and vote.

At the July meeting, the need for an August meeting will be determined. Dorow may make a recommendation that the focus be steered towards workgroups, and if Waukesha County gets accepted into Phase VI, look at changing the meetings from monthly to every 6 weeks.

The meeting adjourned at 3:20 p.m.