



**Waukesha County Criminal Justice Collaborating Council  
Evidence-Based Decision Making Pretrial Workgroup Minutes  
Wednesday, November 1, 2017**

**Team Members Present:**

Judge Jennifer Dorow (Chair)  
JoAnn Eiring

Mary Wittwer  
Sam Benedict

Frank McElderry  
Abbey Nickolie

**Team Members Not Present:**

Sue Opper

Craig Kuhary

Laura Lau

**Also Present:**

Rebecca Luczaj  
Anna Kees

Janelle McClain

Daniela Imig

Dorow called the meeting to order at 11:58 a.m.

**Approve Minutes from October 9, 2017 Meeting**

Motion: McElderry moved, second by Wittwer, to approve the minutes from October 9, 2017. Motion passed unanimously.

**Discuss & Consider Workgroup Membership Change**

Motion: McElderry moved, second by Dorow, to replace Mary Wittwer, WCS Program Director, with Daniela Imig, WCS Administrator.

**Update on DOJ Pretrial Pilot Project**

Luczaj reported that Monica Paz has completed the lookback data collection project for Waukesha County. Of the 350 cases that were randomly chosen from January-June 2016, 301 defendants (86%) were released at some point during the pretrial period. Upon an indepth review, Paz discovered that 68 of the 301 defendants (22.6%) had at least one Failure to Appear (FTA), and 53 of the 301 defendants (17.6%) committed a new criminal offense during that time (based upon charging information). This information will be used as baseline data for comparison purposes when the the PSA tool is implemented. There will be another meeting in a few weeks for the CJCC/EBDM Coordinators and Clerks/Deputy Clerks of Court to review how FTAs are coded in CCAP in order to promote consistency in data entry.

Mimi Carter will be conducting the PSA Stakeholder training for Waukesha County on February 27, in the afternoon. The training will be 3-4 hours in length. Luczaj will reserve the County Board room, and we can record the training. Stakeholders can participate in other county's trainings if they are unable to make the one for Waukesha County. Rock County, being the closest alternative, will be on February 27 in the morning. Assessor training will be held at one central location, yet to be determined, for an entire day.

The DOJ is considering whether to offer a Pretrial Essential Elements training, similar to the Pretrial Executives training that some stakeholders attended in Colorado. Luczaj recommended that the training occur before the PSA training, but a date has not yet been scheduled.

Benedict arrived at 12:09 p.m.

The state, as well as other EBDM Coordinators, have been under the impression that the Pretrial Decision Making Framework included in the Pretrial Protocol could be adjusted to fit local policy. However, after speaking with Mimi Carter, that may not be the case. Luczaj sent the changes that the workgroup previously made to the Decision Making Framework to Mimi Carter, who will review them and respond to Luczaj prior to the next meeting. The workgroup agrees that we need to have local control based on our local policies. We will be allowed to tweak the MOU to fit our jurisdiction.

The state DOJ has committed to purchasing the pretrial software that will accompany the PSA for all EBDM counties, which will include a case management component.

We should have more information regarding NCIC access by next week.

Nickolie left at 12:31 p.m.

### **Begin Drafting Critical Incident Review Protocol**

Luczaj distributed and reviewed the documents titled "Critical Incident Review Protocol" and "Wisconsin State EBDM Policy Team Critical Incident Review Protocol."

Luczaj will prepare a draft of the critical incident review protocol that is specific to Waukesha County and consistent with the state's critical incident review protocol, and present it at the next Pretrial Workgroup meeting, to then be presented to the Policy Team on December 5.

### **Discuss Agenda Items for Next Meeting**

The group will review the Critical Incident Protocol draft.

### **Adjourn**

The meeting adjourned at 12:56 p.m.