

**Minutes of the Waukesha County Criminal Justice Collaborating Council
Executive Committee
July 12, 2010**

Judge Davis called the meeting to order at 8:33 a.m.

Committee Members Present: Judge Mac Davis (Chair), Brad Schimel, Dan Vrakas, Sam Benedict.
Absent: Peter Schuler, Jim Dwyer.

Also Present: Rebecca Luczaj, Norm Cummings, Sarah Spaeth, Janel Brandtjen, Sara Carpenter, Ellen Nowak, Vanessa Allen, Clara Daniels.

Approve Minutes from June 14, 2010 Meeting

The minutes of June 14, 2010 were approved unanimously.

Discuss & Consider Final Membership for CJCC Drug Abuse Trends Ad Hoc Committee

Luczaj distributed a refined membership list for the CJCC Drug Abuse Trends Ad Hoc Committee. To date, all but four, who have yet to respond, have agreed to serve on the committee. Schimel agreed to be committee chair. She asked if the committee wanted any changes to the list.

Davis asked if the “Mac Davis” membership could be changed to “Mac Davis or Designee?” Luczaj said she could.

Schimel said there are a lot of people on the list. The expectation is to take a 30,000 view of drug trends and discuss if they should be addressed differently. Luczaj said the group will find direction and focus when they meet.

MOTION: Vrakas moved, Benedict second, to approve the membership of the CJCC Drug Abuse Trends Ad Hoc Committee. Motion carried 4-0.

**Discuss & Consider Formal Endorsement of Day Report Center Gradual Expansion
Recommendations**

Luczaj said for several months the Programs and Alternatives Committee has been exploring ways to expand the Day Report Center. Committee members Schnabl and Carpenter and Luczaj met separately to refine the committee’s recommendations for gradual expansion of the Center. Luczaj reviewed the recommendations for capacity, population served, number of case managers, security, services provided, days and hours of operation, estimated costs and expansion goals for the current day report center, and for years one, two and three of an expansion. Justification for the expansion includes jail bed savings resulting from fewer inmates in the Huber facility and county jail, increased room and board revenue and payment of fines due to more employed Huber inmates, and implementation of a supervision fee for participants to cover a portion of the program costs.

Benedict asked if a payment plan or sliding fee scale was available to participants? Luczaj said no one would be excluded from the program. Participants would be allowed to pay while in the program following a graduated scale. Benedict said some of the participants may be challenging to employ.

Vrakas said he understands there will be costs associated with expansion. He is not sure if the county is in a position to add a corrections officer. At this time it is challenging to not lay off current county employees. If the population of the jail or Huber facility is reduced as a result of this program expansion, will there be a possibility of moving corrections staff to the Day Report Center? Schimel said Huber staffing is at a minimum so shifting staff is not a possibility.

Davis said eight corrections officers were removed from the Huber facility some time ago so a floor could be closed. It will be very important to have a steady flow of referrals to the program. It is hard to manage the number of referrals since they vary from both the Sheriff's Department and judges. Strategies will be devised to keep referral numbers up.

Cummings said the county has looked at the addition of one corrections officer. The county can handle the cost of the one time repairs and administration. Some people do not have the funds to pay for electronic monitoring but perhaps they would have a better chance of making payments on a sliding scale. The more people in the program the less pressure it puts on the Huber facility. He is looking for guidance as to how many participants will not be able to pay.

Benedict said he supports this model. There are a lot of different ways to handle payments. Perhaps the first few weeks could be subsidized to give participants a chance to find jobs.

Schimmel asked if inmates in the program on prerelease would work on employment issues? Luczaj indicated they would work on employment issues and receive supportive services.

Vrakas said starting today Huber inmates will be working in the county work program picking up trash, mowing lawns, washing cars, etc. He hopes being put on work crew will keep people out of the main jail. Vrakas said he will support the recommendations but he is concerned about the addition of a corrections officer. The county does not have the money to fund the position.

MOTION: Davis moved, Schimmel second, to approve endorsement of Day Report Center gradual expansion recommendations. Motion carried 4-0.

Discuss & Consider 2011 CJCC Budget Recommendations

Luczaj distributed two handouts; *2011 CJCC Fiscal and Programming Recommendations* and *2011 CJCC Budget Recommendations*. She reviewed the following program budgets: Intoxicated Driver Intervention, Pretrial Screening, Pretrial Supervision, Operating After Revocation, Alcohol Treatment Court, Community Service Options, Community Transition, Jail ABE, Jail AODA Education, and Day Report Center. All programs, except for the Operating After Revocation (OAR) Program (which was phased out June 30, 2010), have recommended budget increases of 2%. Remaining 2010 funding from the OAR Program will be distributed to WCS for administrative overhead (to prevent negative impact on service delivery and program operations for 2010), Intoxicated Driver Intervention Program (in anticipation of DOT funding cuts to ensure the program remains at current capacity for July 1, 2010 – June 30, 2011), and Alcohol Treatment Court (ATC) Program (to compensate for an anticipated shortage in revenue collected from client participation fees in 2010).

2011 Program-related goals include readjusting participation fees for ATC Program to reflect increased operational costs, establishing a supervision fee for the Day Report Center Program to establish partial sustainability of the program, gradually expanding Day Report Center Program to include a broader referral base and providing on-site programming, and continuing to seek new funding opportunities to sustain current programs as well as create new programming.

Davis asked if the total CJCC budget was within the county's budget targets? Luczaj said it was. Davis asked if the budget was discussed with vendors? Luczaj said it had. Davis asked do we need to include capital expenses for the move to the new Day Report Center location? Luczaj said the costs had not yet been added but it needs to be included. Daniels said improvements to the facility would be part of a different budget and not part of the CJCC budget. Department of Administration staff will meet and

discuss the issues with the other departments involved. Vrakas said he is not sure if the meeting will take place before the next CJCC meeting.

Vrakas asked is WCS providing a work search program. Carpenter said the reentry program is for Huber inmates only. The program provides support with employment. The expansion model would provide a part-time person to work with people on these issues. Vrakas asked if the Workforce Development Center (WDC) would be at the Day Report Center? Carpenter said the WDC is not involved but referrals would be made there.

MOTION: Benedict moved, Vrakas second, to approve the 2011 budget request as outlined. Motion carried 4-0.

Review & Consider CJCC Committee Attendance & Membership Changes

Davis said some of the CJCC Committees are having problems gathering a quorum due to attendance issues. Replacement members may need to be found to insure quorums and to get a better cross section of people in attendance. He is proposing to remove the members who do not attend regularly. Luczaj distributed two handouts; one listing CJCC committee membership and the other listing recommendations for CJCC committee membership removal. Luczaj said all committee member receive notification of all meeting dates/times at the beginning of the year along with reminder emails before meetings which include meeting materials. The names recommended for removal consistently did not respond to email notifications. The Programs and Alternatives Committee has the most problems with lack of attendance. Many of the members have been on the committee since the beginning and they may be burned out. Fresh membership would be good. Also, the committee meets monthly which is too often. Schuler volunteered to call to discuss attendance issues with the following members who have had sporadic attendance: Jane Batha, Linda Sumwalt and James Pearson.

Vrakas commented that he would like Lisa McLean or another representative from MHA to attend meetings. MHA is an important organization to Waukesha County.

Davis said the CJCC is relatively new but times change and changing membership may be appropriate. He would like to have term limits so committee membership could be reviewed regularly. The presiding judge of the Alcohol Treatment Court (ATC) Program should be the chair of the ATC Committee.

MOTION: Davis moved, Schimel second, to remove the following people from CJCC committees: Judge Hassin, Judge Van De Water, Lisa McLean, DJ Blum, Dan Fay, Eric Raskopf and Will Pelfrey and to standardize the chair position of the ATC Committee as the presiding ATC judge.

Benedict asked if the prior ATC judge(s) would be included in the ATC Committee as a member rather than the chair? Davis said the judge(s) could be involved if they chose but not necessarily as a committee member. Benedict asked if Judge Kieffer would accept the chairmanship? Davis said he thought so. It makes sense for him to be chair since he is involved with the program every day. Kieffer has been attending the committee meetings.

Motion carried 4-0.

Discuss Agenda Items for 7/28 CJCC Meeting

- 2011 CJCC budget
- Day Report Center Expansion Recommendations
- Drug Abuse Ad Hoc Committee meeting development update

- One to two committee updates

The list of agenda items for the July 28, 2010 CJCC meeting was approved without objection.

Next CJCC Meeting:

Wednesday, July 28, 2010 @ 8:30 am, Room C179

Next CJCC Executive Committee Meeting:

Monday, August 9, 2010 @ 8:30 am, Room C179

The meeting adjourned at 9:42 a.m.