



**Waukesha County  
Criminal Justice Collaborating Council  
Evidence-Based Decision Making Victim Rights Workgroup Minutes  
Monday, March 19, 2018**

**Team Members Present:**

Hon. Michael Aprahamian                      Marla Bell                                      Monica Paz  
Jen Dunn

**Also Present:**

Rebecca Luczaj                                      Janelle McClain

Dunn called the meeting to order at 12:10 p.m.

**Approve Minutes from February 19, 2018 Meeting**

Motion: Aprahamian moved, Paz second, to approve the minutes from February 19, 2018. Motion carried unanimously.

**Discuss and Consider Workgroup Membership Change**

Motion: Aprahamian moved, Bell second, to replace Kelsey Loshaw with Eryn Menden, Assistant State Public Defender. Motion carried unanimously.

**Prioritize Workgroup Goals for 2018**

Luczaj distributed the Waukesha County EBDM Victim Rights Workgroup Work Plan. The workgroup reviewed each outcome and activity.

- Outcome 1:
  - Activity 1: completed
  - Activity 2: a lot has been completed in-house
  - Activity 3: waiting to decide if Waukesha County will submit restitution to DOR
  - Follow-up in 6 months
- Outcome 2:
  - Activity 2: this should be approved by the end of summer 2018
- Outcome 3:
  - None of the activities have been completed; Bell will find out if this outcome is still necessary for the DOC
- Outcome 4:
  - Activity 1: completed
  - Activity 2 and 3: follow-up in August 2018
  - Activity 4: completed; however, will likely be an annual activity
- Outcome 5:
  - Activity 1 and 2: follow-up in August 2018; County Board resolution needed for Activity 1
  - Activity 3: to be reintroduced in the next legislative session

- Outcome 6:
  - Activity 1 and 2: completed
  - Activity 3: follow-up in June 2018
- Outcome 7:
  - Activity 1 and 2: ongoing
  - Muskego, City of Waukesha, and Waukesha County Sheriff's Department have been trained
- Outcome 8:
  - Activity 1, 2, and 3: completed
  - Add Activity 4: expand agency permissions for use of Spillman; follow-up in August 2018
- Outcome 9:
  - Activity 1: ongoing
  - Add Activity 2: allow law enforcement to have access to victims' names when enforcing no-contact orders
- Outcome 10:
  - Activity 1: create a checklist to ensure victims are given consistent information; follow-up in August 2018
  - Activity 2: completed; yearly reminder needed
  - Activity 3: completed; follow-up in August 2018
- Outcome 11:
  - This outcome can be incorporated into Outcome 10

Bell will update the work plan with the changes agreed upon above by the workgroup.

### **Other Workgroup Updates**

Aprahamian commented that the criminal/traffic judges are amending local rules in order to implement the restitution affidavit in all divisions.

Giana Amelunk, the new Restitution Specialist replacing Carla Fries, will start employment the first week of April.

Dunn stated that the restitution legislation did not have enough co-sponsors this session, so it will be re-introduced at a later legislative session.

Paz stated that an interface with CCAP would be implemented in July 2018 to allow for the automatic certification of restitution to DOR. We are able to send information to them now, but the information has to be manually entered. Washington and Jefferson Counties currently utilize DOR, but not for the collection of restitution.

### **Adjourn**

The meeting adjourned at 1:04 p.m.