



**Waukesha County Criminal Justice Collaborating Council
Victims' Rights Committee Minutes
Monday, June 7, 2021**

Team Members Present:

Jen Dunn (Co-Chair)	Marla Bell (Co-Chair)	Eryn Menden
Elizabeth Lucas	Hon. Brad Schimel	Monica Paz
Kendall Schultz	Hon. Maria Lazar	

Also Present:

Rebecca Luczaj	Janelle McClain	Brittany Marin
Jeremy Perri		

Bell called the meeting to order at 12:03 p.m.

Approve Minutes from March 22, 2021 Meeting

Motion: Dunn moved, second by Paz, to approve the CJCC Victims' Rights Committee minutes from March 22, 2021. Motion carried without a negative vote.

Menden arrived at 12:04 p.m.

Follow-Up on Proposed Local Rule 9 Changes Regarding Use of the Restitution Affidavit

The Judges voted not to change the local rule at the last All Judges' Meeting. Dunn will not pursue changing the affidavit to an affirmation, which would not require notarization.

Schimel arrived at 12:06 p.m.

This topic will not be discussed at the committee-level again unless necessary.

Discuss Conflict of Interest Checks for Attorneys and Interpreters

Attendees discussed the option of utilizing a Memorandum of Understanding (MOU) between the District Attorney's Office and the State Public Defender's Office. The MOU would address how and what information would be shared, and the purpose behind the information sharing.

Perri stated he would be willing to sign an MOU, depending on how it is worded.

Dunn will discuss the interpreter aspect with Sue Opper and will work with the SPD to draft an MOU.

Discuss Other Victim Privacy Issues

Dunn would like to have a written agreement on how victim information is shared with DOC and what it is used for.

Lucas stated that she is unaware of any MOUs currently in use like this in other WI counties.

Bell stated she is willing to work with Dunn and Lucas to draft an MOU and route it through the DOC chain of command.

Announcements

Lucas stated that, as of a mid-year report, the number of unique victims served is almost equivalent to the total victims served throughout all of 2020, which is a significant increase.

Dunn shared and reviewed a document titled "Case Referrals 2019 and 2020." The average pending cases in 2020 has doubled since 2019, putting a strain on Victim Witness staff. This may result in process changes in the future, due to a lack of personnel. Dunn stated that the use of Zoom has helped, as it is more convenient, and victims feel safer by appearing remotely.

Lazar arrived at 12:51 p.m.

Discuss Agenda Items for Next Meeting

- Review conflict of interest MOU draft
- Review revised victim complaint process narrative for website
- Discuss revising information provided to victims on how to receive restitution once ordered
- Meet in a hybrid manner for the next meeting

Public Comment

There was no public comment.

Adjourn

Motion: Bell moved, second by Paz, to adjourn the meeting at 1:01. Motion passed unanimously.