



Waukesha County
Criminal Justice Collaborating Council
Evidence-Based Decision Making Case Processing Workgroup Minutes
Thursday, December 22, 2016

Team Members Present:

District Attorney Sue Opper
Clerk of Circuit Court Kathy Madden
Attorney Katie Bricco
Commissioner Robert Dehring

Circuit Court Division Coordinator Amy Rendall
Attorney Chris Ehrfurth
Judge Ralph Ramirez

Team Members Absent:

District Court Administrator Michael Neimon

Others Present:

Sr. Administrative Specialist Janelle McClain

Opper called the meeting to order at 12:19 p.m.

Discuss 12/20 Implementation of Pretrial Conferencing Pilot

Rendall distributed a list of the pretrial conferences that were held.

Ramirez reported the following on the 12/20 pretrial conferences:

- 24 people with 26 cases
- 14 people, 15 cases, went to plea and sentencing
- 1 defendant, 2 cases, had the competency issue raised
- 2 defendants were no shows with warrants issued
- 6 cases were set for plea but had to be rescheduled
 - 2 had to gather treatment information
 - 2 because the attorney had to go to a doctor's appointment
 - 1 because the attorney was just retained
 - 1 will be scheduled for plea after the holidays

Ramirez, Opper, Bricco, and Ehrfurth all heard positive feedback from all of the parties involved, including the interpreter.

People were impressed with the negotiation process with Kristy from the District Attorney's Office. They also appreciated that the judge was following most of the recommendations, but still talking to them about the circumstances.

Ramirez was able to exercise flexibility in the schedule when a defendant could not appear right away in the morning.

Ramirez approved allowing cases from other judges to be scheduled for January's pretrial conferencing through next week, but then only Branch 3 cases after that for January's pretrial conferencing. Dehring and Rendall will notify the commissioners, clerks, and DA staff about this.

Ramirez approved increasing the number of cases per time block from 10 to 12, after seeing that there was some downtime.

The pretrial conferencing will remain as a trial in Branch 3. If it continues to work well in the future, Ramirez will present it to the other judges to see if there is interest in replicating the process in other branches.

Changes to the spreadsheet that Rendall distributed include:

- Knowing who is in custody or not
- Updating the cases that were from other courts
- If the defendant is scheduled for plea/sentencing in the future, change the “Disposed at Pretrial” column to say “N” until the case has reached disposition. We want to know what was processed on each day specifically.

Failure to Appear (FTA)

Madden reported that there is a CCAP program that can be utilized to capture data to help measure the county’s FTA rate. Baseline data would need to be captured initially, and then the clerk’s office would implement a court hearing reminder notice program that is available to be sent via text or e-mail to all CT defendants who are scheduled. The program can also be used to customize messages, such as if all cases are cancelled on a certain day. Madden is concerned about people being upset getting a text, if they then get a text message charge, but she has not had any complaints so far.

The group determined that this would fit in well with the workgroup’s goals and objectives.

Approve Minutes from December 5, 2016

Motion: Ramirez moved, Rendall second, to approve the minutes of December 5, 2016. Motion carried unanimously.

Set Next Meeting

The next meeting will be January 19 at 7:30 a.m. January’s Pretrial Conferencing will be on the 17th.

The meeting adjourned at 12:51 p.m.