



**Waukesha County Criminal Justice Collaborating Council
Evidence-Based Decision Making Pretrial Workgroup Minutes
Wednesday, November 29, 2017**

Team Members Present:

Judge Jennifer Dorow (Chair)
JoAnn Eiring
Sue Opper

Daniela Imig
Sam Benedict

Frank McElderry
Craig Kuhary

Team Members Not Present:

Laura Lau

Abbey Nickolie

Also Present:

Mary Wittwer

Janelle McClain

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

Approve Minutes from November 1, 2017 Meeting

Motion: Kuhary moved, second by McElderry, to approve the minutes from November 1, 2017. Motion passed unanimously.

Review and Discuss Draft of Critical Incident Review Protocol

McClain distributed, and Dorow reviewed, a document titled "Waukesha County Pretrial Pilot; Critical Incident Review Protocol."

Opper arrived at 12:17 p.m.

The workgroup agreed upon the following changes:

- Page 1: Definition
 - Bullet 2: Too general. "A circumstance which suggests that further review and corrective action about pretrial programs or procedures may be warranted."
 - Bullet 3: "extreme public concern about pretrial programs or procedures."
 - End of Bullet 2: change "and" to "or"
- Page 2: Critical Incident Review Process
 - 1st sentence – "To effectively address the goals of the critical incident review process, the..."
 - 2nd sentence – Remove "(media)"
- Page 3: #2: "to maintain confidentially during any closed session."
- Page 3: #2, Bullet 2: "team members agree to strive to adhere to these talking points."
- Page 3: #2: Remove bullet point 1, make bullet point 2 its own number.
- Page 3: #2: Change "Participants" to "Team members"
- Page 3: #8: "Each meeting will be held in compliance with Wisconsin's Open Meetings Law, including a defined agenda"

Luczaj will follow-up with the State CJCC team and Corporation Counsel to determine the protocol for reporting and entering into a closed session, and when it is allowable during the critical incident review agenda.

Review and Discuss Revised Drug Testing Protocol for Pretrial Supervision Program

Imig distributed and reviewed two documents titled “Drug Testing Frequency for Pretrial Supervision and Day Report Center” and “UNCOPE.”

After the first quarter, we can compare the statistics to the previous time period the year before and re-evaluate if this is resulting in a decrease of drug tests being administered.

Adjourn

The meeting adjourned at 1:15 p.m.