



# Waukesha County Criminal Justice Collaborating Council (CJCC) Minutes Wednesday, May 27, 2020

## Team Members Present:

Hon. Jennifer Dorow, Chief Judge & Chair  
SPD Regional Attorney Manager Jeremy Perri  
District Court Administrator Michael Neimon  
County Executive Paul Farrow  
Victim Witness Coordinator Jen Dunn  
Citizen Member Jody Huelsman  
Menomonee Falls Police Chief Anna Ruzinski  
UW-Extension Director Jerry Braatz

City of Waukesha Mayor Shawn Reilly  
County Board Chair Paul Decker  
DOC Regional Chief Sally Tess  
WCS Associate Executive Director Sara Carpenter  
District Attorney Sue Oppen  
HHS Director Antwayne Robertson  
Town of Brookfield Municipal Judge JoAnn Eiring

## Team Members Absent:

DOC Community Corrections Field Supervisor Marla Bell

Sheriff Eric Severson

## Others Present:

Justice Services Coordinator Rebecca Luczaj  
Interim Clerk of Circuit Court Monica Paz  
Senior Financial Analyst Stephanie Kirby

Senior Administrative Specialist Janelle McClain  
Citizen Bob Gibson  
DOC Community Corrections Field Supervisor Jason Popp (proxy for Bell)

## Welcome

Chair Dorow called the meeting to order at 8:32 a.m. Decker and Reilly arrived at 8:33 a.m.

## Discuss and Consider Committee Membership Change

Motion: Reilly moved, second by Huelsman, to replace Gina Colletti with Monica Paz, Interim Clerk of Circuit Court. Motion carried without a negative vote.

Robertson arrived at 8:35 a.m.

## Approve Minutes from January 22, 2020

Motion: Ruzinski moved, second by Eiring, to approve the minutes from January 22, 2020. Motion carried without a negative vote.

Neimon arrived at 8:49 a.m.

## Update from Stakeholders on Operational Changes Implemented During the Pandemic

Attendees shared some of the operational changes that had to be implemented as a result of the COVID-19 pandemic. Some of the common themes included:

- Limited staff in the office
- Decreased hours of operation
- Utilize Zoom and other virtual platforms for court and client conversations in an effort to eliminate in-person contacts
- Law enforcement needing to deal with safe-at-home violations

Some of the trends that attendees noticed during the pandemic included:

- Increase in drug overdoses
- Increase in domestic violence cases
- Decrease in drunk driving while bars were closed

Court hearings have not been expanded for out-of-custody cases yet. The State Supreme Court distributed guidelines, and individual counties are determining how to proceed so those cases can be heard again.

The DOC has decreased the number of drug tests conducted for those on probation. Revocation hearings have been a logistical hurdle due to agents working remotely and social distancing.

Tess left at 8:59 a.m.

HHS activated the Emergency Operations Center (EOC) and their business continuity plan. Staff are receiving support as they are being called out to investigate the difficult abuse cases. A return-to-work plan is being developed, while preparing for another spike in COVID-19. Volunteers are being enlisted to assist with contact tracing.

Courtrooms are being redone to maintain social distancing guidelines.

The Huber Facility has reopened after being closed for a period of time.

WCS has continued to conduct screenings and utilize electronic monitoring. They have also been utilizing transdermal patches for some treatment court participants. Urine drug screening is not resuming at this time due to medical team recommendations; however, this continues to be reviewed on a weekly basis.

Waukesha County has not had to furlough staff, as revenue has still been coming in. Some employees were dispatched to help the Public Health Division.

The 2021 budget cycle will be tight and have some obstacles to contend with as a result of the pandemic.

Attendees thanked Public Health Officer, Ben Jones, for his hard work, dedication, and assistance to Waukesha County operations during this time.

#### **Courthouse Construction Project Update**

Dorow reported that the construction did not stop during the pandemic, and that there has been a lot of progress made.

#### **Update on Implementation of the Public Safety Assessment (PSA) Pretrial Risk Tool**

Luczaj announced that all of the WCS screening staff have been trained and certified in Portal 100, and a county computer has been installed in the WCS office in the jail for Portal 100 access. On June 2, the staff will be attending a training regarding reading and interpreting out-of-state convictions, as that can be a more complicated process than interpreting in-state convictions. Waukesha County is considering a go-live date of June 8, but that may be delayed to June 15 if the staff need more time to practice administering the PSA after the June 2 training.

The WI DOJ will not be contracting with Automon due to software security concerns. The Pretrial Pilot Project counties will now determine which software program will work best for them, and the state DOJ will cover the costs. Waukesha County has temporary measures in place to track data until software is secured.

The WI DOJ is hopeful that the National Institute of Corrections (NIC) will fund the validation of the PSA in the pilot counties. Thus far, Outagamie, La Crosse, and Chippewa Counties have implemented the PSA.

## **CJCC Committee Updates**

### ***Pretrial***

Dorow reported that Waukesha County will not be utilizing any “bump-ups” on the Release Conditions Matrix (RCM), which will aid in a more accurate validation of the PSA tool. Instead, prosecution and defense will be expected to argue their case in court if either party feels the defendant’s placement on the RCM should be higher or lower based upon aggravating or mitigating circumstances.

### ***Case Processing***

Opper stated that the committee has not met during the pandemic, but will be resuming meetings tomorrow.

Neimon thanked the stakeholders for the work they have done to ensure that case processing ran efficiently during the pandemic, as there were a few unforeseen challenges that arose.

### ***Alternative Interventions***

Perri stated that the committee has not met during the pandemic, and will be resuming their meetings in July.

### ***Mental Health***

Ruzinski stated that the committee last met in March to work on the required Planning & Implementation Guide for the Justice & Mental Health Collaboration Program grant. The committee is hoping for an extension of the planning phase of the grant, due to the pandemic.

Robertson reported that Kirk Yauchler, previously from ProHealth Care, is the new Clinical Services Division Manager.

### ***CJCC Budget Objectives***

Dorow stated that the committee has not met during the pandemic, but will be resuming their meetings in June.

### ***Victims’ Rights***

Dunn reported that the workgroup has been meeting, and that the group’s efforts have been focused on addressing new legislative changes to Marsy’s Law. She then highlighted some of the rights given to victims as a result of Marsy’s Law. The workgroup had been discussing strategies to increase victim privacy prior to this. Dunn is concerned about the additional duties that will be required of her staff as a result of the new changes to the law.

Since Judge Aprahamian has rotated out of the Criminal/Traffic Division, he has been replaced by Judges Lazar and Schimel on the committee.

### ***Announcements***

There were no announcements.

### ***Public Comment***

There was no public comment.

### ***Adjourn***

Motion: Ruzinski moved, second by Decker, to adjourn the meeting at 9:58 a.m. Motion passed unanimously.