



**Waukesha County  
Criminal Justice Collaborating Council  
Evidence-Based Decision Making Victim Rights Workgroup Minutes  
Monday, May 14, 2018**

**Team Members Present:**

Hon. Michael Aprahamian  
Jen Dunn

Marla Bell  
Eryn Menden

Monica Paz

**Also Present:**

Rebecca Luczaj  
Gina Colletti

Janelle McClain

Giana Amelunk

Dunn called the meeting to order at 12:02 p.m.

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

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

**Discuss and Consider Workgroup Membership Change**

Motion: Aprahamian moved, Paz second, to replace Carla Fries with Giana Amelunk, Restitution Specialist. Motion carried unanimously.

**Revisit Use of the Restitution Affidavit**

Aprahamian stated that the burden to lodge an objection and have a victim present at the restitution hearing lies with the defense counsel. If the restitution affidavit has been e-filed and there are no objections, the victim does not need to be present. If there is anything unclear or unfinished on the restitution affidavit, or the victim wishes to be present, the restitution hearing will occur. The defense may postpone the restitution hearing if they anticipate being unable to contact the defendant or if there is a scheduling conflict. In the event of multiple victims, if all restitution affidavits are not filed, the restitution hearing will still occur. Aprahamian is still in the process of reviewing and changing the local rules regarding handling the restitution affidavit.

Paz is currently tracking the number of hearings that are scheduled versus the number of hearings that actually occur.

**Discuss Format of Victim Witness Restitution Summaries Sent to DOC**

Dunn reported that over the last few weeks, the state has been discussing privacy issues with the Victim Impact Statements and the restitution summaries. The state does not approve of how the information is currently shared. Bell stated that privacy continues to be an issue because the information is contained in the police reports. Waukesha County will begin redacting contact information. The DOC is dependent on receiving contact information from Victims Assistance.

Dunn asked if forms could be electronically sent to DOC through CCAP, as JOCs are. Paz will reach out to the other counties for information on their practices, prior to the new CCAP interface being released this summer, and will bring up the issue at the Clerk's conference next month.

**Review Revised Work Plan**

Bell distributed and reviewed the document titled "Waukesha County EBDM Victim Rights Workgroup; Work Plan to Achieve Harm Reduction Goals."

Dunn stated that the Brookfield Police Department has now been trained on Mobile Victim Assistance.

Dunn is looking at ways to utilize VOCA grant money in 2019. The application process would begin in May or June 2019, and be awarded, likely, in October.

**Discuss Agenda Items for Next Meeting**

The meeting scheduled for June 11 will be cancelled.

**Adjourn**

The meeting adjourned at 12:51 p.m.