

**Waukesha County Criminal Justice Collaborating Council  
Executive Committee  
Minutes of November 9, 2015**

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Judge Dorow called the meeting to order at 8:34 a.m.

**Committee Members Present:** Judge Jennifer Dorow (chair), Paul Farrow, Eric Severson, Paul Decker, Antwayne Robertson. **Absent:** Sue Opper, Sam Benedict.

**Also Present:** Rebecca Luczaj, Joan Sternweis, Steve Trimborn, Windy Jicha, Maura McMahon.

**Approve Minutes from October 12, 2015 Meeting**

Motion: Decker moved, Robertson second, to approve minutes of October 12, 2015. Motion carried 4-0.

**Review & Discuss Draft Survey Questions for Programs & Alternatives Committee Members**

Luczaj distributed and reviewed a handout titled *CJCC Programs & Alternatives Committee Self-Evaluation Tool* and asked the committee for feedback. The survey will be distributed at the December 16, 2015 Programs & Alternatives Committee meeting with responses due by December 30, 2015. Results will be reviewed with this committee on January 11, 2016 and the Programs & Alternatives Committee on March 16, 2016. Survey responses and EBDM results will be taken into account when deciding how to best proceed. The committee suggested using Survey Monkey.

Motion: Decker moved, Farrow second, to approve the use of the survey and Survey Monkey. Motion carried 4-0.

**Update on 12/16-12/17 Treatment Courts Site Visit by American University**

Per a technical assistance request by the CJCC Treatment Court Subcommittee, American University will be evaluating the DTC (December 16, 2015) and ATC (December 17, 2015) programs. American University consultants Judge Lewis Presenza and Lars Levy will be onsite to observe both treatment courts, interview staffing team members, and produce a report of their observations. In early 2016, Presenza and Levy will review the report with the staffing teams at an off-site retreat and work on areas in need of improvement, such as incentives and sanctions, policy and procedure manuals, etc.

Severson arrived at 8:40 a.m.

Dorow reminded the group that Judge Aprahamian will be taking over ATC on January 1, 2016. The judges have begun the transition process and are expecting a smooth changeover. Luczaj said Aprahamian will be attending judicial drug court training in March in Reno, paid for with federal grant funds.

**Update on 2016 TAD Continuation Grant Application Due 11/10**

Luczaj said this grant application is for the third and final year of the TAD grant. Waukesha County's 2016 application will include recovery coaching services in lieu of medication assisted treatment. 2015 underspent grant funds will be used for a bulk purchase of Vivitrol to be used in 2016 for TAD clients, thus eliminating the need for the medication budget line item in the 2016 grant application. Adding recovery coaches is a best practice, will bring the CJCC's state and federal grants into alignment, and is a good use of grant funds. The DOJ project officer has approved the changes.

**Preparation for 11/17 EBDM Policy Team Meeting**

Dorow said the team hopes to complete system mapping on November 17, 2015. The map will be used to identify and analyze change targets, areas of improvement, and to make justice system recommendations. Luczaj is putting together a narrative template to go with the mapping and hopes to have it released prior to the November 17 meeting. Team members will be asked to fill in any blanks.

In response to Robertson's question, Luczaj said next, the Policy Team will identify change targets, "high/low hanging fruit" and relevant data (what we have and what is needed).

**Review Agenda Items for 11/18 CJCC Meeting**

This meeting is cancelled.

**Next CJCC Executive Committee Meeting**

Monday, December 14, 2015 @ 8:30 AM, Room C179

Motion: Farrow moved, Robertson second, to adjourn the meeting at 8:55 a.m. Motion carried unanimously.