



Waukesha County
Criminal Justice Collaborating Council
Evidence-Based Decision Making Victim Issues Workgroup
Friday, January 15, 2016

Team Members Present:

DOC Community Corrections Field Supervisor Marla Bell Clerk of Circuit Court Kathy Madden
Victim Witness Coordinator Jen Dunn CJCC Coordinator Rebecca Luczaj
Judge Michael Aprahamian DOC Victim Services Director Stephanie Hove
Public Defender Kelsey Morin

Others Present: Windy Jicha

Bell and Dunn called the meeting to order at 12:13 p.m.

Overview of Evidence-Based Decision Making (EBDM) Initiative

Luczaj distributed and reviewed a handout titled *National Institute of Corrections/Evidenced-Based Decision Making* including EBDM highlights, phases, frequently asked questions, EBDM policy team members, next steps, etc. Luczaj said this group has been tasked with developing a goal statement, selecting and working on opportunities for change and reporting progress to the Policy Team.

Overview of EBDM Change Target Selection Process

Luczaj distributed and Bell reviewed a handout titled *EBDM Change Target Work Group Process* including specific work group steps: develop goal statement, analyze system, examine research, identify information needs, determine technical needs, collect baseline data, etc. The group had concerns that no victims' issues opportunities were identified by the Policy Team in the criminal justice system mapping process between arrest and sentencing.

Develop Workgroup Goal Statement

The group discussed important components of a goal statement and came up with the following:

Victims of crime in Waukesha County are provided meaningful notification, information and participation in the criminal justice system to ensure rights are satisfied and restorative justice is achieved.

Review, Discuss and Prioritize EBDM Policy Team's Victim Issues Opportunities for Change

Luczaj distributed a handout titled *Waukesha County EBDM Decision Point Opportunities* and the group reviewed the highlighted items related to victims' issues. The group decided more information was needed about Waukesha County's victim and witness experience before opportunities and solutions could be found. The group had the following questions:

Questions

- What is the mobile victim assistance unit?
- How often does the prosecution notify victims when there is a change in plea?
- What are best practices for involving and notifying victims of plea changes?
- Are victims thoroughly informed of the process?
- Are court and scheduling changes communicated to victims?

- Would it be possible for victims to submit an affidavit for the files so they do not have to appear in court?
- Is there a way to notify all parties, including victims, of case intent before jury status hearings?
- Is there a more efficient way to handle court proceedings when victims are present?
- Are the courts notified when victims are expected to attend court?
- How many victims miss their cases when judges call cases earlier than scheduled?
- Should someone from WCS and the Womens' Center be invited to join the workgroup?
- Could the Victim Witness program work with Carroll University and/or WCTC students to develop an educational package to be used by law enforcement?
- How will changes related to the newly developed "paperless" system in the Victim Witness Program be communicated with the rest of the system partners?
- Does prosecution notify the Victim Witness Program when offers change and if so, how is it done?
- Could the restitution and collections processes and timelines be mapped?
- What are the impacts of restitution payments pre- and post trial?
- What are the benefits of restorative justice to victims?
- Could the civil judgement process be mapped and defined?

Discuss Next Steps

- Madden will map out the restitution process for the group.
- Dunn will outline the victim witness process and share victim witness processes and procedures with the group.
- Dunn and Bell will meet between meetings to develop a plan to narrow the focus of the group.

Set Date for Next Meeting

The next meeting will be held on January 29, 2016 from noon to 1:30 p.m.

The meeting adjourned at 1:34 p.m.