



Waukesha County Criminal Justice Collaborating Council
Evidence-Based Decision Making Victim Issues Workgroup
Friday April 15, 2016 @ 12:00 PM

Team Members Present:

Victim Witness Coordinator Jen Dunn Judge Michael Aprahamian
Public Defender Kelsey Morin Marla Bell

Also Present: Corina VanDuser Rebecca Luczaj

Team Members Absent:

Clerk of Circuit Court Kathy Madden

Dunn called the meeting to order at 12:15 PM

Approve Minutes from April 6, 2016

Motion: Aprahamian moved, Dunn second, to approve the minutes of April 6, 2016. Motion carried unanimously.

Discuss Feedback from Policy Team on Workgroup Change Strategies – Dunn & Bell

The Policy Team met on April 13, 2016 and provided feedback to committee workgroups regarding their proposed "Recommended Change Strategies" document. The final version of the workgroup's recommended change strategies was distributed. Members commented that the Policy Team did not have any critiques or concerns regarding their propositions. NIC consultant Mimi Carter asked to receive a copy of the proposed change strategies due to the thoroughness of the document. The only comments from the Policy Team were to clarify a few items. The Policy Team also noted that many items can be completed quickly or are in the process of being completed. Workgroup members are anticipating a few items being added or changed based on the new restitution bill having been signed.

Review Logic Model & Action Plan Templates & Timeline for Completion – Dunn, Bell/All

Luczaj distributed the Logic Model and Action Plan Templates. Committee members reviewed these templates extensively. Bell discussed that the Logic Model template is the overlying big picture of the change strategies. Therefore, the Action Plan templates will outline the change strategies, which will be broken down in specific details such as activities, date of completion, and lead person responsible. Outcomes were assigned to specific committee members and the activities and tasks for each outcome were discussed. There will be a separate Action Plan for each of the workgroup's two goals. These Action Plans will then be integrated directly into the Logic Model. Dunn said that the workgroup needs to complete the Logic Model and Action Plans first, in order to have them completed in time for submission of the Phase VI grant application. After they are completed, the outcomes can be prioritized. Luczaj reminded members that these documents need to be finalized by the end of June.

Regarding the Action Plans, there is an issue with the current lack of detailed information pertaining to the restitution related outcomes. This is due to the recent restitution bill, which was signed on April 11, 2016. Therefore, the restitution related outcomes might change over time. A good strategy is to focus on two to three outcomes per meeting since there are about six more meetings before the due date. Some key activities that were discussed for each outcome are tightening up of communication between departments, the beneficial use of templates, Trauma Informed Care training, No Contact Order issues, efficient case processing, and speaking to victims up front about restitution.

Discuss Next Steps

The next meeting date was discussed and moved from April 29, 2016 to April 28, 2016 @ 12:00 p.m. in C179.

Adjourn

The meeting adjourned at 1:27 PM.