



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE

DATE: June 17, 2014

TIME: 5:00 p.m.

PLACE: Manitowoc County Public Health Building (Room 207)
1028 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Acting Chair Judge Mark Rohrer
2. Introduction of attendees/ initial council members
3. Presentation on Criminal Justice Coordinating Councils – Court Commissioner Patricia Koppa and open discussion among participants
4. Discussion and possible action regarding creation of executive committee
 - a. Election of Council Chair
 - b. Election of Vice Chair
5. Discussion and possible action regarding person responsible for minutes, agendas, meeting set up and other such administrative activities for the Council
6. Discussion of existing activities within Council areas of concern
7. Discussion and action regarding meeting schedule and location
8. Discussion and possible action regarding subject matter for next meeting.
 - a. Discussion and possible action regarding creation of subcommittees
 - b. Discussion and possible action regarding naming additional members to the Council and to the subcommittees
 - c. Discussion and possible action regarding drafting and adopting by-laws
9. Announcement: Next meeting date

Date: June 11, 2014

Judge Mark Rohrer

Prepared by: Patricia Koppa
Circuit Court Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

~~Manitowoc County Public Safety Committee~~

Manitowoc County Criminal Justice Coordinating Council

Manitowoc County Health Building (Room 207) City of Manitowoc

AMENDED Minutes of the June 17, 2014 meeting

Attendance: Present: (Initial Committee members pursuant to Resolution) Judge Mark Rohrer, Jeff Jenswald, Ann Larson, Robert Ziegelbauer, Jacalyn LaBre, Kevin J. Mueller, Robert Hermann, (Police chiefs yet to choose representative) Chief Oscar (Tony) Dick, Chief Joseph Collins, Chief Paul Granger

Also Present: Amy Wergin, Barbara Herrman, Cecilia Held, Nancy Slattery, James Falkowski, Dave Dyzak, Don Zimmer, Mike Williams, Patricia Koppa

Call to Order: Judge Mark Rohrer, acting chair, called the meeting to order at 5:00 p.m.

Began with introductions of those present since there were many representatives from outside the law enforcement and court system communities.

Court Commissioner Patricia Koppa presented a brief overview of what a Criminal Justice Coordinating Council is and why one was needed in Manitowoc County. The goal is to work smarter to hold offenders accountable and keep the community safe while making better use of the tax dollars spent in the criminal justice system.

Judge Rohrer made a few comments. He believes there are three simple goals that must govern any action by the Council 1. Hold offenders accountable 2. Save money 3. Work together. Judge Rohrer asked each person present to make comments on what brought them to the table. Many good points were brought out as follows:

There are many issues affecting local crime. Jail is not always the best option. Crime is impacted by drug and alcohol use and abuse which in turn makes criminal justice a public health concern. Health department is familiar with evidence based practices and the system analysis at the core of the reform: assistance is offered in any way possible. More resources are needed to work on the serious and big problems regarding mental health and substance abuse and the relationship with the justice system. In the public safety side of reform, must remember the victim and the community. Unable to guarantee that any change will solve the problems, but must try something. Need to remember to look at results over a long enough term. All three judges should participate actively. Looking at the risk, needs and responsivity of each individual should allow the system to achieve better results. The community has to work together. Community is surprised there isn't more cooperation, collaboration and coordination of services. This is something all sides can agree upon – same goal – reduce recidivism and achieve a safer community. Skeptical that anything can be achieved. Sounds like all talk but nothing specific. Have to have results. After years in various roles within the criminal justice system, sees the possibilities and merit for trying something different.

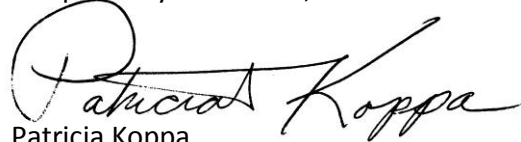
Judge Rohrer asked for thoughts regarding a temporary executive committee to serve until the full council is named and functioning. He volunteered to act as chair. No one else volunteered. Asking for volunteers for vice chair, positions limited to members named in the resolution, DA Jackie LaBre volunteered. In discussing who should take minutes, and prepare agendas and other items to comply with the open meetings rules, Pat Koppa noted that although she is not actually a council member, she was willing to serve in that capacity. No one objected.

Judge Rohrer noted it would not be possible to cover the rest of the agenda, but wanted to move on to setting the next meeting. All agreed to meet on July 10, 2014 starting at 4:30. A different room would be needed. In order to accommodate a large group, Ms. Koppa will try to reserve the conference room at the Communication and Technology Building.

For that meeting, Judge Rohrer suggests that we work on additional members needed on the council, determining who will be voting members representing groups of like minded persons, reviewing sample by laws and discussing possible subcommittees that are needed.

Chief Collins moved to adjourn the meeting, Kevin Mueller seconded the motion and the meeting was adjourned at 5:50 with Judge Rohrer thanking all for their participation and attendance.

Respectfully submitted,

A handwritten signature in black ink that reads "Patricia Koppa". The signature is fluid and cursive, with the first name "Patricia" written in a larger, more prominent script than the last name "Koppa".

Patricia Koppa

Manitowoc County Circuit Court Commissioner

Amended: July 10, 2014



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE

DATE: July 10, 2014
TIME: 4:30 p.m.
PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Acting Chair Judge Mark Rohrer.
2. Consideration and correction, if any, of June 11, 2014 committee meeting minutes.
3. Announcement regarding Chiefs designated as voting members.
4. Comments from Assemblyman Paul Tittl and Judges Jerome Fox and Gary Bendix regarding the Council and Criminal Justice reforms.
5. Discussion of Grant Application submitted on May 1, 2014 and earlier application from October 2013.
6. Discussion and action inviting additional members to be included in Council.
7. Discussion and action creating initial subcommittees which might include:
 - a. Policy and Procedure/ Governance
 - b. Juvenile Justice
 - c. Data sharing
 - d. Funding/ Grant writing
 - e. Victim outreach
 - f. Others needed
8. Assignment of members to Policy and Procedure Committee to prepare a recommendation regarding by-laws for possible adoption at the next meeting.
9. Requests for information to be addressed at future meetings, set the next agenda and meeting date/location.
10. Adjournment

Date: July 2, 2014

Judge Mark Rohrer

Prepared by: Patricia Koppa
Circuit Court Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Minutes of the Manitowoc County Criminal Justice Coordinating Council
July 10, 2014 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Council members: Jeff Jenswold, Ann Larson, Judge Gary Bendix, Judge Jerome Fox, Judge Mark Rohrer, DA Jacalyn LaBre, Kevin Mueller, Mishicot Police Chief Paul Granger, Sheriff Robert Hermann and County Board Chairperson James Brey.

Others in attendance: Amy Wergin, Patricia Koppa, Stacy Ledvina, Larry Ledvina, Mike Williams, Darlene Wellner, Nancy Slattery, James Falkowski, Maura "Chip" Jost and Cecilia Held.

Judge Mark Rohrer called the meeting to order at 4:33 p.m.

Correction to the minutes – heading referenced the public safety committee rather than this council. Correction made, motion to approve the amended minutes by Jeff Jenswold, second by Jacalyn LaBre. Passed unanimously.

Attendance was taken. Judge Rohrer noted that Assemblyman Paul Tittl is not present, but is very interested in seeing the Council begin operating and make a difference in Manitowoc County. He then introduced Judges Fox and Bendix. Judge Bendix commented that both he and Judge Fox fully support the Council and the goal of doing a better job with the resources available. They will participate when appropriate and attend meetings as able. Judge Fox confirmed his intent to participate as well.

Court Commissioner Patricia Koppa reported on the grant applications for Manitowoc County submitted in October 2013 and May 2014. Denied, because the Council was just forming and had not been able to make decisions regarding the implementation of any particular "TAD" (Treatment and Diversion) program. Once the process has been followed, very likely Manitowoc County will be able to successfully apply for a grant from the State of Wisconsin. Judge Rohrer noted that in a conversation with Assemblyman Tittl, he had confirmed with the agency that the denial was based upon uncertainties in program implementation when the Council was so recently formed. There are Department of Justice employees who can meet with our representatives to assist in our next application.

The initial Council members as named in the resolution, which created the Council, were intended to be a core group to get things started. Additional members were always intended to be added and reflected in the bylaws. This could actually be an ongoing process as the Council's focus changes. Discussed member ideas: at least one county board supervisor to be appointed by the chair, two citizens chosen by the Council, possibly someone from the educational side, Lakeshore CAP, other communities within the County. Judge Rohrer mentioned the enthusiasm of the law enforcement agencies. All are encouraged to participate but will need to limit number of voting members from any single type of agency. Group seemed to think ten to fifteen voting members would be enough. The village police chiefs have selected Reedsville Chief JoAnne Mignon as their representative.

Discussion moved what committees should be formed. While the suggested committees seem likely to be appropriate, no one currently knows what will actually be productive. Want to wait to form those until later in the process. Agreed that an executive committee and something to include the juvenile detention alternative initiative with a different name.

Next step is to create the bylaws. Committee formed to work on them. Volunteers Patricia Koppa, Ann Larson, Kevin Mueller and Jacalyn LaBre. Will draft a working version to present to the Council at the next meeting. Motion by Jeff Jenswold, second by Sheriff Rob Hermann. Motion unanimously passed.

Commissioner Koppa had one additional item. The State has a survey for councils and related groups, or even just counties to discuss evidence-based decision making and possibilities of getting assistance, for development of further programing. Cecilia Held, Nancy Slattery and Darleen Wellner accepted Judge Rohrer's invitation to assist. Other members will need to coordinate to submit as Commissioner Koppa will be on vacation when due on August 1st.

Next meeting topics: Assemblyman Tittl will be invited again. Review the proposed bylaws and, if possible, approve. Determine representatives from city police chiefs and human services and, finally, review survey results.

Meetings will be conducted on the first Thursday of every month. The conference room in the Communications and Technology Building seems to be ideal, if available. Watch the meeting announcements for confirmation of location.

Motion to adjourn made by Jeff Jenswold, seconded by DA LaBre. Meeting adjourned at 5:26 p.m.

Respectfully submitted,

Patricia Koppa
Circuit Court Commissioner



**MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
MEETING NOTICE**

DATE: August 7, 2014

TIME: 4:30 p.m.

PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of July 10, 2014 committee meeting minutes.
3. Comments by Assemblyman Tittl.
4. Update regarding persons designated to fill Council positions.
5. Report on Readiness Survey as completed.
6. Discussion and possible action on the Bylaws as recommended by drafting committee.
7. Announcements – Next meeting date – September 4, 2014 and agenda topics.
8. Adjournment

Date: August 4, 2014

Judge Mark Rohrer

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
August 7, 2014 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Council members: Ann Larson, DA Jacalyn LaBre, Kevin Mueller, Sheriff Robert Hermann and County Board Chairperson James Brey, Two Rivers Police Chief Joe Collins, Valders Police Chief Bill Riesterer, Clerk of Court Lynn Zigmunt

Others in attendance: Patricia Koppa, Supervisor Mike Williams, Darlene Wellner, Nancy Slattery, Supervisor James Falkowski, Supervisor David Dyzak, Supervisor Don Zimmer and Cecilia Held.

Vice Chair Jacalyn LaBre called the meeting to order at 4:31 p.m. Judge Mark Rohrer is not able to attend. Assemblyman Paul Tittl will attend, but cannot come until after 5:00, so the other business will be dealt with until he arrives.

Attendance was taken. Motion to approve the minutes of the July 10, 2014 meeting was made by Sheriff Robert Hermann, seconded by Kevin Mueller. Passed unanimously.

Ms. LaBre thanked the citizen volunteers for assisting with completing the Evidence Based Decision Making Readiness survey. It was submitted timely and we will await further word from the various agencies and departments at the State level. The survey revealed most persons are just learning about Evidence Based Practices and that a lot of work is needed. Darlene Wellner and Nancy Slattery thanked all the participants for making it easy to gather the information. Kevin Mueller noted that training may be available within individual agencies

The Bylaw Committee then presented the draft version of proposed bylaws. Discussion was opened to all present. First area addressed was membership. Pros and cons of adding different individuals was discussed. There are many valuable citizens and positions that may have a role in criminal justice or in improving the system outcomes. Since everyone cannot serve, begin with the suggested list and make changes at another time. Committees and work groups might be more appropriate for some of the suggested individuals. Agreed to invite the city prosecutors to the September meeting for their input and comments.

Other areas of the proposal which were discussed in detail were:

- composition of the Executive Committee – how chosen, whether certain office holders should serve or whether based on interest

- designation of individual to take minutes, etc.

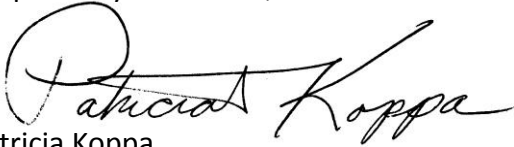
- mission statement – is the correct emphasis on the criminal's reformation or on the community safety? Should the Council's obligation to show results be included? Is the statement too brief? Could these suggestions be inserted into the bylaws in another fashion?

Vice Chair LaBre introduced Assemblyman Paul Tittle who spoke briefly regarding his support of the CJCC, Treatment and Diversion programs and evidenced based decision making. His investigation into the denial of the grant money showed it was related to the newness of the CJCC and need for the Council to adopt a plan prior to obtaining funding. He has arranged for a Department of Justice staff member to come to a meeting to offer suggestions for writing the next grant.

Next meeting topics: Continue discussion of and approve the bylaws. Next meeting date is September 4, 2014. Same location.

Motion to adjourn made by Kevin Mueller, seconded by Chief Joe Collins. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is fluid and cursive, with the first name "Patricia" written in a larger, more prominent script than the last name "Koppa".

Patricia Koppa
Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: September 4, 2014

TIME: 4:30 p.m.

PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction of August 7, 2014 committee meeting minutes.
3. Update regarding persons designated to fill Council positions.
4. Discussion and possible action on the proposed Bylaws as revised
5. Announcements – Next meeting date – October 2, 2014 and agenda topics.
6. Adjournment

Date August 27, 2014

Judge Mark Rohrer
Prepared by: Patricia Koppa
Circuit Court Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
September 4, 2014, 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance. Council members: Jeff Jenswold, Ann Larson, Judge Mark Rohrer, District Attorney Jacalyn LaBre, Manitowoc Police Chief Oscar Dick, County Executive Bob Ziegelbauer.

Others in attendance: Patricia Koppa, Darlene Wellner, Nancy Slattery, James Falkowski, Maura “Chip” Jost, Cecilia Held.

Judge Mark Rohrer called the meeting to order at 4:39 p.m. Attendance sign in sheet was circulated.

Corrections to the minutes. – Corrected the spelling of Chief Bill Riesterer’s title, added Assemblyman Paul Tittl as an attendee, corrected spelling error changing “addresses” to “addressed” in paragraph beginning with the words “The Bylaw Committee...”. Corrected spelling of Assemblyman Tittl's name in paragraph reporting his comments.

District Attorney Jacalyn LaBre moved to approve the minutes as corrected. Attorney Ann Larson seconded the motion. Motion was approved unanimously.

Business. Judge Rohrer explained the process used for most recent changes to the proposed bylaws following the August meeting. As no one had any overall comments, he asked that the sections be reviewed and discussed one at a time and after all were reviewed, he would ask for motion as appropriate. All agreed to this process.

Articles I and II agreed upon without change.

Article III – County Executive Ziegelbauer questioned the use of the phrase: “providing rehabilitation programs” as the Council has no ability to provide services. Upon discussion, all agreed to substitute the word “promoting” for the word “providing.”

Article IV Section A. After discussion regarding what it means for a citizen member to be a consumer, all agreed to the proposed language. Sections B and C were approved without discussion or change. Section D Paragraphs 1 & 2 were accepted, but Paragraphs 3 and 4 were both changed to reflect that quorums and voting must be based upon the number of “voting members” present rather than total number of Council members. Additionally, the notice required in Paragraph 4 authorizing a designee may be sent by email to the Chair.

Article V, VI, VII, and VIII were accepted without any further changes.

Jeff Jenswold moved to adopt the Bylaws as revised; Attorney Larson seconded. The vote was taken and all approved unanimously.

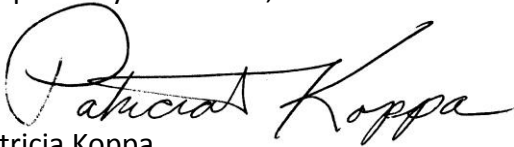
Next meeting. The football schedule might present an issue with the regularly scheduled date. All agreed to move the next meeting to **Wednesday, October 1**. Court Commissioner Patricia Koppa was asked to check on room availability and notify everyone of any change.

As for the work to be done at the next meeting, Judge Rohrer will contact the Manitowoc Bar Association President so that a member of that organization can be appointed. Manitowoc County Board Supervisor Jim Brey will be making an appointment from the County Board at the Board's September meeting. That leaves only the citizen member to be named. Judge Rohrer asked that nominations be forwarded to all by email no later than September 26. Interested citizens should be present at the October 1 meeting to introduce themselves. The citizen member would be picked and once picked, the Executive Committee could be selected as well. If there were additional time, topics of interest could be discussed to provide the Executive Committee with direction.

Announcements. Judge Rohrer announced a meeting with the school district superintendents and asked District Attorney LaBre to attend in his place. Ms. Koppa noted that the meeting will be in a larger venue in December and suggested that consideration be given as to how to use that opportunity.

Adjournment. District Attorney LaBre moved to adjourn, second by Attorney Larson. Unanimous approval and the meeting adjourned at 5:31 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is fluid and cursive, with the first name "Patricia" and last name "Koppa" clearly distinguishable.

Patricia Koppa
Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, October 1, 2014
TIME: 4:30 p.m.
PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction of September 4, 2014 committee meeting minutes.
3. Selection of Citizen Council Member
 - a. Introduction of nominees
 - b. Discussion of selection method, paper ballot or other
 - c. Statements by nominees
 - d. Selection vote
4. Election of Executive Committee
 - a. Chair
 - b. Vice-Chair
 - c. Three members at large
5. Announcements – Next meeting date – November 6, 2014 and agenda topics.
6. Adjournment

Date: September 25, 2014

Judge Mark Rohrer
Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
Wednesday October 1, 2014 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Voting Council Members: Attorney Ann Larson, Judge Mark Rohrer, Manitowoc Chief of Police Oscar Dick, District Attorney Jacalyn LaBre, Reedsville Chief of Police JoAnn Mignon, Deputy Inspector Larry Ledvina as designee for Sheriff Robert Hermann, County Board Supervisor Randy Vogel, Clerk of Courts Lynn Zigmunt, Attorney John Bilka for the private bar, and Citizen Representative (upon selection) Daniel Kopecky.

Absent: County Executive Bob Ziegelbauer

Excused: Human Services Co-Director Jeff Jenswold, and Corrections Supervisor Kevin Mueller

Non-Voting Council Members present: Two Rivers Chief of Police Joe Collins

Others in attendance: Patricia Koppa, Stacy Ledvina, Nancy Slattery, Maura "Chip" Jost, Mary Wallace, Jason Jost, and Maureen Crowley.

Judge Mark Rohrer called the meeting to order at 4:36 p.m.

Attendance sheets were circulated. Judge Rohrer asked for corrections to the minutes of September 4, 2014 and seeing none, requested a motion to approve the minutes. Attorney Ann Larson moved to approve, Chief Tony Dick seconded and upon vote the motion to approved passed unanimously.

Judge Rohrer clarified that Chief Dick will be the voting member rather than Chief Joe Collins. Supervisor Randy Vogel was welcomed as the newly appointed representative to the Council from the County Board. As for the County Bar Association, the meeting timing prevented formal selection, but one of the two candidates, Attorney John Bilka, was present and welcomed. As he is the only member of the private bar present, he will be permitted to vote today.

Selection of Citizen Member: There have been four nominations. Maura Yost, Daniel Kopecky, Cecilia Held and Darlene Wellner. Ms. Held is not present. Ms. Wellner could not attend as they are at meetings in Madison. Maura Yost introduced herself and gave a little background information regarding her involvement in Human Services and Mental Health issues. Daniel Kopecky introduced himself, indicating that he had served time in prison but since acquired several degrees and is interested in helping others make similar life changes. Nancy Slattery spoke briefly about the qualifications and community involvement of Ms. Held and Ms. Wellner.

The two nominees were asked to leave the room to allow free deliberation. In this instance, the council members discussed the nominees and voiced their thoughts without input or comment from the non-members in the room.

Attorney Larson, Chief Dick, Chief Collins, Judge Rohrer and Supervisor Vogel all made comments regarding the excellent qualifications of Ms. Yost, Ms. Wellner and Ms. Held but how Mr. Kopecky was the only “consumer” of services as set out in the bylaws as pre-requisite for serving when someone was available. Questions regarding the specific charges for which he was convicted and when could not be answered without asking him to return to the room. All felt while it was important that the Citizen have that experience, it also was important that the charges be “in the past” by some number of years and that there be evidence of having become a productive member of society without ongoing issues. Chief Dick moved that Mr. Kopecky be named the Citizen member subject to his cooperation with a background check and verification of his status. Attorney Larson seconded the motion. Judge Rohrer called for a voice vote and the motion passed unanimously.

Ms. Yost and Mr. Kopecky were brought back into the room and the decision announced. Mr. Kopecky then participated in the remainder of the meeting as a member of the Council.

Executive Committee Selection:

All council members were permitted to make nominations for the executive committee positions with only the voting members voting. Selections would be made of the chair, vice-chair, and then the three “at large” members.

Judge Rohrer opened nominations for the Chair. Nominations were Judge Mark Rohrer and District Attorney Jacalyn LaBre. Judge Rohrer called for additional nominations three times and closed the nominations. Voting was conducted by paper ballot and counted by Chief Collins. District Attorney LaBre won by a vote of 5 to 4.

Judge Rohrer continued to run the meeting, as Attorney LaBre had not yet arrived at the meeting (having been in trial.) He called for nominations for Vice-chair. Again Judge Rohrer was nominated. No other nominations were offered. Judge Rohrer called three times for additional nominations. On a voice vote, Judge Rohrer was unanimously elected Vice Chair.

Nominations were then taken for the three remaining positions on the Executive Committee: Nominees were Chief Tony Dick, Kevin Mueller, Sheriff Robert Hermann, Supervisor Randy Vogel, Attorney Ann Larson and Chief JoAnn Mignon.

Chief Mignon withdrew her name indicating she did not feel ready to assume a role on the executive committee at this time.

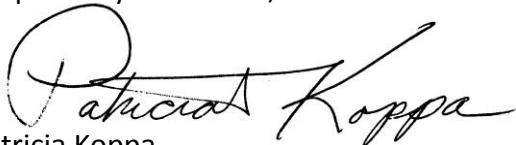
Paper ballots were circulated with each voter submitting three names. During the voting, Attorney LaBre arrived at the meeting. Chief Collins again tallied the votes and announced the results: Chief Dick – 9 votes, Mr. Mueller – 5 votes, Sheriff Hermann – 4 votes, Supervisor Vogel – 5 votes, Attorney Larson – 7 votes. Due to the tie for the 3rd position, another vote was taken between Mr. Mueller and Supervisor Vogel. Chief Collins announced the results: Mr. Mueller – 4 votes, Supervisor Vogel – 6 votes. The three additional members completing the executive

committee are Chief Dick, Supervisor Vogel and Attorney Larson. The members will set a meeting upon the close of the Council meeting.

Judge Rohrer announced that future meetings of the full Council will be on Wednesdays rather than Thursdays. The next meeting is therefore November 5, 2014 at 4:30. The location of the meeting will be in the meeting notice. As for the agenda, the Executive committee is responsible for setting the agenda, but it will included a Report on the Heroin Program, a Report from the Executive Committee and a discussion about "Going Forward" and what is next as a Criminal Justice Coordinating Council.

Chief Dick moved to adjourn, Supervisor Vogel seconded the motion and the meeting was adjourned at 5:23 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is written in a cursive style with a large, looped initial "P".

Patricia Koppa
Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, November 05, 2014

TIME: 4:30 p.m.

PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

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1. Call to order and roll call.
2. Consideration and correction of October 1, 2014 committee meeting minutes.
3. Report of the Executive Committee.
 - a. Approval of Daniel Kopecky after review
 - b. Initial Committees
4. Report on the Heroin Summit meeting
5. Assign Council Member(s) to Committees and discussion regarding tasks to be assigned to the committees.
 - a. System Analysis and Data
 - b. Community Resources
 - c. Juvenile Justice
6. Discussion regarding attending Statewide CJCC meeting on December 11, 2014 and selecting one or more representatives to attend.
7. Announcements – Next meeting date – December 3, 2014.
8. Adjournment

Date 10/30/2014

District Attorney Jacalyn LaBre, Chair

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
Wednesday November 5, 2014 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Voting Council Members: Judge Mark Rohrer, Manitowoc Chief of Police Oscar Dick, District Attorney Jacalyn LaBre, Sheriff Robert Hermann, County Board Supervisor Randy Vogel, Attorney Phillip Hoff, Kevin Mueller, County Executive Bob Ziegelbaue,r Daniel Kopecky.
Excused: Attorney Ann Larson, Human Services Co-Director Jeff Jenswold,
Absent: Reedsville Chief JoAnn Mignon, Lynn Zigmunt
Others in attendance: Patricia Koppa, John Bilka, Brady Boettcher, Joe Brotz, Isabelle Buerger, Mary Wallace, Cecilia M. Held, and others who came in as the meeting was under way.

DA Jacalyn LaBre called the meeting to order at 4:30 p.m.

Attendance sheets were circulated. Council Chair LaBre asked for corrections to the minutes of October 8, 2014. Cecelia Held noted that she was not in Madison when she missed the meeting. Patricia Koppa noted that she found two errors in the final paragraph and asked to change the word "agenda" to "notice" and correct the meeting time to 4:30. Chair LaBre requested a motion to approve the minutes as corrected. Judge Mark Rohrer moved to approve, Chief Tony Dick seconded and upon vote the motion to approved passed 8 in favor and 1 abstain (Phil Hoff).

Chair LaBre noted that Chief Mignon would no longer represent the municipal chiefs. Marshall Karl Puestow of Francis Creek will be voting for them. *(This was a misunderstanding. Chief Mignon is continuing. The change related to another position. PAK)* Attorney Phil Hoff was present representing the County Bar Association.

Chair LaBre reported on the first Executive Committee meeting. Daniel Kopecky is fully approved as the citizen member. Spoke with Corporation Counsel regarding questions as to committees of the Council and the open meeting rule compliance. Committee did decide that three committees would be a good place to begin. The Juvenile Justice group needed to have oversight and will be under the Council. Discussion regarding a Council Member to serve and though not present, Attorney Ann Larson, was selected as she has been involved with the group for some time. A System Analysis and Data committee is needed. Judge Rohrer asked Attorney Hoff to serve and he agreed. Others should join if interested. Attorney Hoff was asked to meet with the Executive Committee to discuss the direction of this group. The last committee will be Community Resources. Judge Rohrer asked Daniel Kopecky with the same invitation to meet with the Executive Committee. He further offered to create purpose or mission statements for the committees for discussion by the Executive Committee. Next meeting will be November 19 at noon.

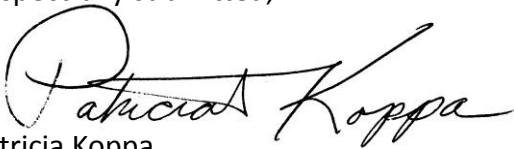
Chair LaBre discussed the Heroin Summit. Excellent attendance. Discussed the four pillar approach: Education, Policing, Treatment and Harm Reduction. The organizers are working together to determine on what to do next. She will report on an ongoing basis as the work of that group overlaps a possible concern of the Council. Judge Rohrer noted that there was additional interest in the matter. There will be a newspaper article by Ms. Koppa upon which he also consulted. The United Way may be interested in directing some funding to the criminal justice system for programing if appropriate.

Chair LaBre will likely be attending the December 11 meeting in Madison of the statewide CJCC coordinators and others. If anyone else is interested in attending, they should contact her.

Darlene Wellner asked that urgency be given to solutions for the drug problem. Judge Rohrer and Chair LaBre emphasized why creation of a drug court takes time. If not done correctly, it can make the situation worse.

Next meeting will be December 3, 2014 4:30 pm. Motion to adjourn by Judge Rohrer, Seconded by Chief Dick. Adjourned at 5:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is written in a cursive style with a large, looped initial "P".

Patricia Koppa
Circuit Court Commissioner



**MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network Sub-Committee
MEETING NOTICE**

DATE: Thursday, November 6, 2014
TIME: 10:30 a.m. – Noon
PLACE: Manitowoc County Human Services Department
926 S. 8th St., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to Order and Introductions
2. GPS Presentation – Tom Mann/Justice Point
3. Discussion and possible action regarding 2015
 - a. Meeting frequency – every other month or quarterly for full group
 - b. Workgroups needed
4. Patricia Koppa:
 - a. Update on DRAI (Statewide Detention Risk Assessment Instrument)
 - b. Report regarding status as Committee under the Criminal Justice Coordinating Council
 - c. Open meetings compliance
 - d. Notice of meetings
 - e. Minutes
5. Discussion regarding Heroin Community Event
6. Discussion of Upcoming Events:
 - a. Racial and Ethnic Disparities (RED) Training/Work – early 2015
 - b. Conditions of Confinement Training/Work – Spring/Summer 2015
7. Next meeting: December 4, 2014 at the Youth Wellness Center

Dated: October 31, 2014

By: Stacy Ledvina, Sub-Committee Chairperson
Manitowoc County JDAI Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network Sub-Committee
MEETING MINUTES**

Thursday, November 6, 2014, 10:30 a.m.
Manitowoc County Human Services Department

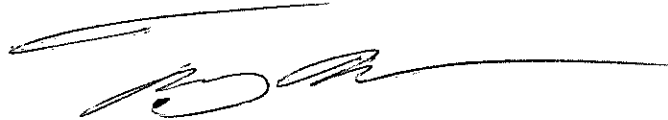
Introduction of Attendees: Joe Steinhaus, Edward Gordon, Thomas Mann, Barbara Herrmann, Scott Luchterhand, Julie Maney, Kathy Miller, Renee Derenne, Kevin Mueller, Rodney Zahn, Nina Emerson-DOJ, Linda Schmitz-DOJ, Cory Nessman, Pat Koppa-Ct., Melissa Arps-TRPD, and Shawn Engleman-TRPD.

- GPS Presentation by Tom Mann, Joe Steinhaus, and Edward Gordon.
 - a. Overview of electronic monitoring programs. Explanation of equipment and how it is used. Demonstration of GPS points on an active monitor, pass around equipment, upcoming changes to devices.
 - b. General questions about functionality of equipment.
 - c. Positive feedback from attendees about the general use of electronic monitoring equipment and the information provided to staff.
- Open discussion on frequency of MYIN meetings to move to quarterly meetings.
 - a. Changes in frequency of meetings to quarterly after next meeting on December 4, 2014 at 10:30 a.m. Meetings will continue to be held on Thursdays with dates to be determined.
 - b. Workgroups to meet as needed and report quarterly. More instructions will come as the Manitowoc Criminal Justice Coordinating Council continues to develop.
- Update on DRAI progress by Patricia Koppa.
 - a. Instructions will be helpful. Long-form of charges with codes upcoming. Nina Emerson commented that in addition DOC or DOJ will contract for software to track information. Design will be adapted from other states' programs with the help of a consultant. This could be designed to assist with the scoring for those that have computer/internet access when making a decision. Goal is to be ready for a field test around year's end.
- MYIN is a sub-committee of CJCC. All meetings will follow open meetings compliance, be open to the public, both the meeting notices and minutes will be published on the county website.

- The Heroin Community Event was well-received with 327 people attending. There will be a follow-up meeting in December relating to treatment options.
- Upcoming events:
 - a. Racial and Ethnic Disparities (RED) Training/Work – early 2015
 - b. Conditions of Confinement Training/Work – Spring/Summer 2015
- Next meeting: December 4, 2014 at the Youth Wellness Center

Adjourned 12:10 p.m.

Dated 11/11/2014

A handwritten signature in black ink, appearing to read 'Thomas Mann', with a long horizontal line extending to the right.

By: Thomas Mann
Program Administrator
Manitowoc County Human Services



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, December 03, 2014

TIME: 4:30 p.m.

PLACE: Manitowoc County Communications and Technology Building
(Room 111/112, First Floor Conference Room)
1024 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction of November 5, 2014 committee meeting minutes.
3. Report by Public Defender Ann Larson regarding discussions at Public Defender Conference related to Criminal Justice Coordinating Councils..
4. Presentation by Stacy Ledvina, Manitowoc County Human Services, regarding Manitowoc Youth Intervention Network and Juvenile Detention Alternative Initiative through Annie E. Casey Foundation.
5. Discussion and action regarding next meetings and agendas for Council, Executive Committee and other Committees: What are the next steps?
6. Announcements
 - a. State CJCC meeting on December 11, 2014
 - b. Next Executive Committee meeting date
 - c. Next Council meeting January 8, 2015 (second Wednesday due to Holiday)
7. Adjournment

Date: 11/25/2014

District Attorney Jacalyn LaBre, Council
Chair

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
December 3, 2014 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Council members: Chief Oscar (Tony) Dick, Sheriff Robert Hermann, Phil Hoff, Daniel Kopecky, Ann Larson, DA Jacalyn LaBre, Chief Jo Ann Mignon, Kevin Mueller, Judge Mark Rohrer, Supervisor Randy Vogel, County Executive Bob Ziegelbauer and Clerk of Circuit Courts Lynn Zigmunt.

Excused: Jeff Jenswold.

Non-Voting: Chief Joe Collins. Nancy Randolph attended as designee for Jeff Jenswold.

Others in attendance: Amy Wergin, Patricia Koppa, Stacy Ledvina, Darlene Wellner, Nancy Slattery, Cecilia Held, Eric Raboine, Lee Davis, Charlie Mathews, (others may have attended and not signed the attendance sheet.)

Chair Jacalyn LaBre called the meeting to order at 4:35 p.m. The attendance sheet was circulated.

Approval of the minutes – Phil Hoff pointed out that his name has only one “l”. Chief Jo Ann Mignon noted the error regarding representation for the small municipality chiefs. That particular item was misstated in November, but was reported as stated; the correction is not an amendment. Daniel Kopecky moved to approve the minutes as amended as to spelling and Chief Tony Dick seconded the motion. Upon vote, motion passed unanimously.

Chief Jo Ann Mignon clarified that she is serving on the council. She relinquished her seat on another board which caused the confusion at the November meeting as noted.

Chair LaBre recognized Ann Larson. Attorney Larson reported on the State Public Defender’s meeting on Criminal Justice Coordinating Councils. It is clear that we have a lot of work to do, but she obtained some contacts that will be helpful as we move forward.

Chair LaBre then introduced Stacy Ledvina of Manitowoc Human Services. Ms. Ledvina serves as a social worker supervisor and is the lead for the Annie E. Casey Juvenile Detention Alternative Initiative and the Manitowoc Youth Intervention Network. The Network is a now committee of the council, though it has been in existence for approximately four years. Ms. Ledvina presented information about the history of system reform in the Juvenile Justice area in Manitowoc County over that time period. Emphasis has been on Evidence Based Practices. The idea is to address behaviors with programs that work for youth with particular risks and needs. Much of what has been done in the juvenile area is similar to work needed with the adult system; though there are distinctions. For example, Juvenile Detention has a different purpose than adult incarceration in jail or prison. Ms. Ledvina took questions and provided information comparing Manitowoc to other parts of the state. Other Council members familiar with the work shared from their experiences. Mr. Mueller pointed out that Risk and Needs assessments are used by Probation and Parole as well. Evidence Based Practices are important and the move is to Evidence Based Decision Making.

Chair LaBre announced the next meeting of the full Council is Wednesday, January 7, 2015. Meetings are scheduled in C&T Room 111/112 (same location) for all of 2015. The Executive Committee will meet on Monday, December 8, 2015. Additionally, the statewide CJCC is meeting on December 11 with a meeting of local coordinators taking place immediately after that. She is attending but looks for anyone else that might be interested to let her know.

Nancy Slattery and Maura Jost each asked for additional information which will be sent to them by Patricia Koppa.

Phil Hoff made a motion to adjourn which was seconded by Supervisor Randy Vogel. Meeting adjourned at 5:37 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Koppa". The signature is written in black ink and is positioned above the printed name and title.

Patricia Koppa
Circuit Court Commissioner



**MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network Sub-Committee
MEETING NOTICE**

DATE: Thursday, December 4, 2014
TIME: 10:30 a.m. – Noon
PLACE: Youth Wellness Center
1523 South 16th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to Order and Introductions
2. Tour and presentation on the Youth Wellness Center
3. Discussion of resources available for juvenile justice clients and families
4. DRAI (Detention Risk Assessment Instrument) update
5. Victim Work Group update
6. Reminder of Upcoming Events:
 - a. Racial and Ethnic Disparities (RED) Training/Work – early 2015
 - b. Conditions of Confinement Training/Work – Spring/Summer 2015
7. 2015 quarterly meeting dates:
 - a. Thursday February 19, 2015 – Presentation on 2014 data
 - b. Thursday May 21, 2015
 - c. Thursday August 20, 2015
 - d. Thursday November 19, 2015
8. Next meeting: February 19, 2015 at Human Services

Dated: November 25, 2014

By: Stacy Ledvina, Sub-Committee Chairperson
Manitowoc County JDAI Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network Sub-Committee
MEETING MINUTES**

Thursday, December 4th, 2014, 10:30 a.m.

Youth Wellness Center 1523 South 16th, Manitowoc WI 54220

Introduction of Attendees: Thomas Mann, Kathy Miller, Becky Busse, Rodney Zahn, Bob Dewane, Mike Williams, Ann Larson, Charlie Mathews, Brian Muzyczka, Jess Lambert, Morgan Schmelter, Sara Lensmeyer.

- Thomas Mann and Jessica Lambert presented information about the Youth Wellness Center.
 - a. Open discussion on Youth Wellness Center and tour of building.
 - b. Information about programing activities, community outreach.
 - c. Questions and feedback from attendees.
 - d. Referenced poster of available resources used at Manitowoc County Human Services through the Youth and Family Services Division.
- Update on DRAI progress Stacy Ledvina and Patricia Koppa attending a meeting in Madison to categorize offences.
 - a. Database will be developed by Patricia Grunke who has developed database collection tools for other states.
- Victim Work group is working on developing written policy and minutes.
 - a. Chris Nolan from the Department of Justice will be attending the next meeting on 1/20/2015.
- Update: Racial and Ethnic Disparities (RED) training will be held March 17th and 18th. Location is still to be determined by the Annie E. Casey Foundation.
 - a. Stakeholders with interest in this topic are encouraged to contact the MYIN subcommittee.
- Upcoming events:
 - a. Conditions of Confinement Training/Work – Spring/Summer 2015
 - b. Location will be New Mexico.
- Next meeting: February 19th 2015 at Manitowoc County Human Services.
 - a. Quarterly Meeting Dates
 - b. Thursday May 21, 2015
 - c. Thursday August 20, 2015

d. Thursday November 19, 2015

Adjourned 11:45 a.m.

Dated 12/17/2014

A handwritten signature in dark ink, appearing to be 'T. Mann', with a long horizontal line extending to the right.

By: Thomas Mann
Program Administrator
Manitowoc County Human Services