



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, January 07, 2015

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 December 3, 2014 committee meeting minutes.
3. Report by Chair LaBre regarding the Executive Committee Meeting.
4. Report by Chair LaBre regarding the State Criminal Justice Committee Meeting.
5. Discussion regarding system mapping. What is the next step?
6. Announcements
 - i. Next general meeting date – February 4, 2015.
 - ii. Next Executive meeting date – January 26, 2015 Noon Courthouse Room 306
7. Adjournment

Date December 30, 2014

District Attorney Jacalyn LaBre,
Committee Chair

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
January 7, 2015 4:30 pm
Manitowoc Communications and Technology Building, Rm 111/112

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

Others in attendance: Patricia Koppa, Darlene Wellner, Nancy Slattery, Cecilia Held, Charlie Mathews, (others did not signed the attendance sheet.)

Chair Jacalyn LaBre called the meeting to order at 4:37 p.m. The attendance sheet was circulated.

Approval of the minutes – Supervisor Randy Vogel moved to approve the minutes; Chief JoAnn Mignon seconded the motion. Upon vote, motion passed unanimously.

Chair LaBre reported regarding the Executive Committee meeting and that the focus will be creating guidelines and assignments for the committees. The designated council members will need assistance and participants from outside the Council are welcome.

The State Coordinator is Tommy Gubbin as previously mentioned. Chair LaBre met with him briefly and has been in communication to gain assistance for Manitowoc County in getting the Council on task now that some of the organizational aspects have been completed. More information on this was provided later in the meeting.

Chair LaBre attended the Wisconsin statewide CJCC meeting and the coordinators meeting which followed on December 11. Most of the discussion focused on Wisconsin's bid for a grant. (This would be the National Institute of Corrections (NIC) Evidence Based Decision Making (EBDM) initiative Phase V grant. The EBDM survey done last July was part of the Phase IV preparation for Wisconsin's application. The grant will provide support from NIC to expand EBDM to the state level and to add approximately 5 more local jurisdictions. Explanation inserted by Pat Koppa from email with Tommy Gubbin about the Phase IV survey.) The group also discussed legislative initiatives related to CJCCs including some affecting treatment courts. Additional specialty courts are being considered.

Chair LaBre returned to the Executive Committee items and tied that with her conversation with Mr. Gubbin. He provided her with a two page explanation of system mapping and a link to the map created as a result of the work in Rock County. (Link to be sent with minutes) Understanding the existing process and system is key to making decisions. Mr. Gubbin feels this should be our next step. He would like to attend out February general meeting. If anyone has

specific questions for him, those should be provided to Chair LaBre. Those present offered some thoughts and essential sections of the study were identified with Council members volunteering to take part. Judge Mark Rohrer and Attorney Ann Larson volunteered to provide oversight to the entire process. Additionally, Chief Tony Dick and Sheriff Robert Hermann will work on Law Enforcement, DA LaBre - prosecution, Attorney Larson - defense, Kevin Mueller - Corrections and post-conviction. Clerk of Court Lynn Zigmunt was not in attendance, but her office will have a major role in mapping the court processing portion. There may be others who need to be involved as well. This is something to address with Mr. Gubbin. Must also determine at what point we incorporate treatment providers and citizens into the process, if they have a role in this study. Mapping seeks decision points – where can a decision impact process and results? The February meeting, if Mr. Gubbin is in attendance, will run a full hour or more; attendees are asked to plan accordingly.

Chair LaBre announced the next meeting of the full Council is Wednesday, February 4, 2015 in C&T Room 111/112. The Executive Committee will next meet on Monday, January 26, 2015, at noon in Room 306 of the courthouse if it is available.

There is an event on January 22, 2015 in Green Bay regarding Treatment and Diversion practices. If anyone would like to attend, they should contact Chair LaBre as soon as possible as a headcount must be provided.

Attorney Ann Larson made a motion to adjourn which was seconded by Jeff Jenswold. Meeting adjourned at 5:01 p.m.

Respectfully submitted,

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

Patricia Koppa
Circuit Court Commissioner



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



DATE: Monday, January 26, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc Courthouse, Room 306
1010 South 8th 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 December 8, 2014 committee meeting minutes.
3. Discussion and possible action regarding Committee missions and assignments.
 - a. Community Resources
 - b. System Analysis and Data
 - c. System Mapping
4. Discussion and possible action regarding Tommy Gubbin visit
5. Announcements – Next meeting date – February 16, 2015.
6. Adjournment

Date January 19, 2015

District Attorney Jacalyn LaBre, Chair
Criminal Justice Coordinating Council

Notice 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
Executive Committee

January 26, 2015 12:00 p.m.

Manitowoc County Courthouse, Room 306

Attendance: Judge Mark Rohrer, Attorney Ann Larson, and District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick and County Board Supervisor Randy Vogel

Others in attendance: Patricia Koppa, Nancy Slattery

Vice Chair Judge Mark Rohrer called the meeting to order at 12:00 p.m. Attendance sheet circulated for sign in. Vice Chair Rohrer asked if there were any corrections to the minutes of the December 8, 2014 meeting. Hearing none, asked for a motion to approve the minutes. Motion made by Randy Vogel with a second by Chief Tony Dick. Motion approved unanimously.

Vice Chair Rohrer then asked that the committee adopt for forwarding to the Council the mission and purpose statements for the Community Resource Committee and the System Analysis and Data Resource Committee as previously proposed. Chief Dick so moved and Supervisor Vogel seconded.

Discussion ensued. Members determined that further work on organizing these committees or assigning tasks should wait until after the system mapping is complete as that will allow to better define what is needed. Additionally, as it is within the Executive Committee's authority to create the committees, further vote by Council should not be needed. Chief Dick moved to postpone indefinitely the vote on the motion and Supervisor Vogel seconded. All present voted in favor. (Note: Chair Jacalyn LaBre had arrived by this point.)

Vice Chair Rohrer placed a phone call to Tommy Gubbin, with Court Operations. Mr. Gubbin will speak to the Council on Wednesday February 4, 2015 and some of the details were worked out over the phone, including the time. He is able to meet and present and the regular meeting time and will provide Patricia Koppa with materials to copy and hand out. He will arrive early so that anyone can introduce themselves and chat.

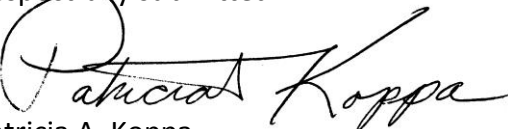
Topics for Mr. Gubbin's presentation were suggested, including : How to go about system mapping, what follows the mapping and how to set goals and deadlines for the project.

Nancy Slattery mentioned she was at a presentation by Brown County Judge Donald R. Zuidmulder regarding the specialty courts. The judge suggested smaller counties pool resources to create such courts.

The next Executive Meeting is Febraury 16, 2015. Supervisor Vogel noted that he will be out of the areas and asked to be excused.

Supervisor Vogel moved to adjourn, second by Ann Larson. Motion passed and meeting was adjourned at 12:20 p.m.

Respectfully submitted



Patricia A. Koppa



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: February 4, 2015
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 Chair Jacalyn LaBre
2. Consideration and correction, if any, of January 7, 2015 council meeting minutes.
3. Executive Committee report
4. Presentation by Tommy Gubbin, Special Projects Coordinator, Wisconsin Supreme Court, Office of Court Operations
 - a. A basic primer on EBP and EBDM (
 - b. A review of the State CJCC and subcommittees- including how EBDM ties it
 - c. A detailed look at systems mapping
5. Announcement of next meeting dates:
 - a. Executive Committee: February 16, 2015
 - b. Council: March 4, 2015.
6. Adjournment

Date: February 2, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
February 4, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance Council members: Chief Oscar (Tony) Dick, Sheriff Robert Hermann, Attorney Phil Hoff, Daniel Kopecky, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Reedsville Police Chief JoAnn Mignon, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, County Executive Bob Ziegelbauer, and Clerk of Court Lynn Zigmunt.

Absent: Jeff Jenswold.

Others in attendance: Amy Wergin, Patricia Koppa, Stacy Ledvina, Larry Ledvina, Darlene Wellner, Nancy Slattery, and Cecilia Held.

Chair Jacalyn LaBre called the meeting to order at 04:34 p.m. Attendance sheet circulated for sign in. Chair LaBre asked if there were any corrections to the minutes of the January 7, 2015 meeting. Hearing none, asked for a motion to approve the minutes. Motion made by Phil Hoff with a second by Kevin Mueller. Motion approved unanimously.

Chair LaBre reported that the Executive Committee met to set up Tommy Gubbin's appearance and discussed the committees. Those will be discussed further at future meetings.

Chair LaBre then introduced Tommy Gubbin, Special Projects Coordinator with the Wisconsin Supreme Court Office of Court Operations. Mr. Gubbin noted that his prior position was Chair of the Rock County CJCC and that their mapping project took place during his tenure. Mr. Gubbin began his presentation explaining his position and the relationship with the State Criminal Justice Coordinating Council.

Mr. Gubbin went on to explain that since assuming his current role, most of his time was devoted to the preparations for a grant application. This is the Phase V EBDM grant through the National Institute of Corrections. Six Wisconsin counties were selected to participate in Phase V if Wisconsin wins the grant. Outagamie County is the nearest to Manitowoc of the six. EBDM is Evidence Based Decision Making. Mr. Gubbin explained how that differs from and incorporates evidence based programs. Another focus for the State CJCC is obtaining statutory authority for the Council so that it is not dependent upon gubernatorial authorization each term.

Mr. Gubbin went on to discuss the System Mapping project. Handouts provide greater detail. The map focusses on decision points and is important for determining what bottlenecks might exist in the system and where a different response might a difference. Taking the necessary time creates the Cross-Agency awareness needed for true Coordination.

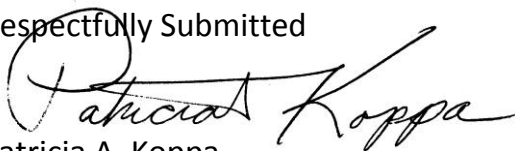
Rock County spent nearly three months on the mapping. Once decisions/ decision points are identified, the corresponding data must be obtained. He cautioned against mapping every alternative... doesn't matter if it only happened once. What are the usual alternatives. Recommended small groups at each of the stages. A facilitator who can attend every session is important for consistency. If an issue is distracting progress, put it in a "parking spaces." Remember to include informal dispositions. One of the goals will be to find out what type of offenders are in jail and for how long. What are the risk levels for these persons? Should they be in custody?

Responding to questions, it was noted that some issues may result from existing state law limiting options. As more counties reach this conclusion, the statewide council may be able to take up the issue and seek law changes. He noted that open and honest are the key words in making the map. Participants must be willing to talk. Finally while additional TAD (Treatment and Diversion) dollars are not in the budget, he anticipates that funding will be come available. There is a report regarding the cost/benefit of TAD programs which is quite favorable. This may be posted on the DOC website.

There being no further questions, all thanked Mr. Gubbin for his visit and presentation. The next meeting dates: Executive Committee February 16 at noon. MYIN February 19 at 10:30 and the next Council meeting will be March 4 at 4:30.

A motion to adjourn was made by Randy Vogel with a second by Ann Larson. Motion approved unanimously and meeting adjourned at 5:20

Respectfully Submitted



Patricia A. Koppa

Circuit Court Commissioner



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



DATE: Monday, February 16, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc Courthouse, Room 306
1010 South 8th 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 January 26, 2015 committee meeting minutes.
3. Discussion regarding system mapping
 - a. Introduction of Amy Wergin as outside facilitator
 - b. Update from Ms. Wergin regarding contact with Law Enforcement
 - c. Discussion and possible action regarding timetable and next steps.
4. Discussion and possible action regarding Community Resource Committee
5. Update regarding Manitowoc Youth Intervention Network
6. Discussion and possible action regarding agenda for next CJCC meeting
7. Discussion and action regarding a meeting schedule for the Executive Committee.
8. Announcements – Next meeting date / Executive Committee Agenda.
9. Adjournment

Date February 13, 2015

District Attorney Jacalyn LaBre, Chair
Criminal Justice Coordinating Council

Notice prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee

February 16, 2015 12:00 p.m.

Manitowoc County Courthouse, Room 306

Attendance: Manitowoc Chief of Police Oscar Dick, Attorney Ann Larson, District Attorney Jacalyn LaBre, and Judge Mark Rohrer.

Excused: County Board Supervisor Randy Vogel

Others in attendance: Patricia Koppa, Kevin Mueller, Nancy Slattery, and Amy Wergin

Chair Jacalyn LaBre called the meeting to order at 12:04 p.m. Attendance sheet circulated for sign in. Chair LaBre asked for corrections to the minutes of the January 26, 2015 meeting. Hearing none, asked for a motion to approve the minutes. Motion made by Mark Rohrer with a second by Tony Dick. Motion approved unanimously.

Chair asked Judge Rohrer and Attorney Ann Larson to report regarding system mapping discussions since Tommy Gubbin's visit. Amy Wergin was introduced in her new role as outside facilitator. A number of discussions were held to get this process moving and with Ms. Wergin as facilitator, the first steps have now been taken. The plan is to meet with the Police Chiefs for their input regarding the Law Enforcement part of the mapping. Alternative models were discussed. The intention is that Ms. Wergin along with either Judge Rohrer or Attorney Larson be at every meeting of one of the decision-making groups as the process moves along. Target is to complete the law enforcement section by the April general meeting. Another issue to explore is the production of the actual wall size map.

There had been a report of some miscommunication between the CJCC and its prospective Community Resources committee and the Mental Wellness Coalition of Healthiest Manitowoc County. Not clear where the issue arose. Chair LaBre will discuss with Daniel Kopecky and others if needed to resolve belief that CJCC is seeking a resources book to be shared with the public. Ms. Wergin believes information regarding treatment options will be developed in the mapping project. All agreed that no work should proceed by committees until after the mapping is completed.

Commissioner Patricia Koppa was asked for an update regarding the MYIN committee. There is on going work regarding victim communications, the initial assessment for use in determining detention placement and other training. There will be a meeting on Thursday, February 19 and all are invited.

Chair LaBre suggested the next Council meeting focus on the mapping and an update on the meetings with the Chiefs. Who needs to be involved in each decision point is also important.

Announcements: Chair Jacalyn LaBre reminded everyone of the next Council meeting scheduled for March 4, 2015 at 4:30 p.m. in Room 111/112 of the C& T Building and the next Executive meeting will be March 16, 2015 at 12:00 p.m. in Room 306 of the Courthouse. Judge Rohrer will chair the next Council session. The Rock County system map should be shared with all as it is likely close to our final product.

Adjournment: Attorney Larson moved to adjourn, Chief Dick seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:38 PM

Respectfully submitted,

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

Patricia Koppa
Council Secretary



MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network (MYIN) Sub-Committee
MEETING NOTICE

DATE: Thursday, February 19, 2015
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. Presentation on 2014 Juvenile Justice Data – Stacy Ledvina
3. Updates:
 - a. CJCC Presentation – 12/3/14
 - b. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina and/or Patti Koppa
 - c. Victims Workgroup – Rodney Zahn and/or Stacy Ledvina
 - d. DOC Grant – Lifeskills, Community Event and Student Success Advocate
4. Reminder of Upcoming Events:
 - a. Racial and Ethnic Disparities (RED) Training/Work – March 17 and 18 – location to be determined.
 - b. Conditions of Confinement Training/Work – Spring/Summer 2015
5. Next meeting: May 21, 2015 at Human Services

Dated: January 30, 2015

By: Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN Chair

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING Minutes

DATE: Thursday, February 19, 2015

TIME: 10:30am - Noon

PLACE: Manitowoc County Human Services Department

1. Call to Order and Introductions

Attendees: Stacy Ledvina, Thomas Mann, Scott Luchterhand, David C. Vorpahl, Kevin Haese, Todd Hermann, Larry Ledvina, Julie Maney, Melissa Arps, Rodney Zahn, Mike Williams, Theresa Gregor, Kathy Miller, Mary Halada, Morgan Schmelter, Sara Lensmeyer, Pat Koppa, Bob Dewayne, Kevin Mueller.

2. Stacy Ledvina started with a Presentation on 2014 Juvenile Justice Data.

- a. The data was collected by Stacy, Tom Mann, and Michelle Charles an Intern with YFS unit.
- b. The current system and collection process are very time consuming.
- c. The power point presentation was led with a review of the eight core strategies of the Juvenile Detention Alternative Initiative.
- d. Some of the strategies have been implemented and more training will take place in 2015. Racial and Ethnic Disparities training will take place in March. Conditions of Confinement will take place later in the year.
- e. The number of Juvenile bookings to secure detention is down 43 percent from 2013. There were a total of 43 bookings to secure.
- f. Since 2012 the number of bookings is down 84.3 percent.
- g. There were 23 youth that made up the 43 bookings.
- h. .2 percent of the juvenile population spent time in secure detention based on population.
- i. There was also a decrease in the amount of day's juveniles spent in secure detention from 2013. 2013 was 607 in 2014 there was 487.
- j. Information was provided about the JAIS risk assessment tool and how recidivism is tracked.
- k. 2013 felony referrals were 24% and in 2014 there was a small reduction to 21%.
- l. The majority of referrals come from law enforcement agencies in the county. 24.3% of referrals were made by schools.
- m. More than half of the youth being referred had no prior referrals to Human Services. Only a small percentage of youth had previous referrals of 2 or more.

- n. There were 47% of referrals in which HSD requested a petition to the District Attorney.
- o. 21% of referrals were counseled and closed.

3. Updates:


- a. CJCC Presentation – 12/3/14 – Patti Koppa provided an update about the CJCC and the presentation provided to the CJCC by Tommy Gubbin, Special Project Coordinator with the Wi. Supreme Court Office of Court Operations. Mr. Gubbin was formerly involved with the Rock County CJCC and was involved with their system mapping project.
- b. DRAI (Statewide Detention Risk Assessment Instrument) Stacy will participate in a meeting in the next week to go over its use since implementation in 2015.
- c. Victims Workgroup – Rodney Zahn and Julie Poff – provided an update on the victim work group. The group continues to meet and is planning an joint meeting between HSD and the DA's office Victim Witness Coordinator to ensure that both departments are aware of the processes, policies and procedures to better serve victims. Paperwork updates also continue to be discussed. The next work group meeting is April 27th at noon.
- d. DOC Grants that Stacy applied for,
 - i. Botvin Life skills implemented in six schools in Manitowoc. The curriculum is also being provided to Two Rivers and Kiel.
 - ii. Community Event – Antwone Fisher and Rick Miller presentation later in 2015.
 - iii. Student Success Advocate to target truancy at Jefferson Elementary School.

4. Reminder of Upcoming Events:

- a. Racial and Ethnic Disparities (RED) Training/Work – March 17 and 18 – location to be determined.
- b. Conditions of Confinement Training/Work – Spring/Summer 2015

5. Next meeting: May 21, 2015 at Human Services

Dated: March 23, 2015


P.P.
Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



MEETING NOTICE

DATE: March 4, 2015
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 Chair Jacalyn LaBre
2. Consideration and correction, if any, of February 4, 2015 council meeting minutes.
3. Executive Committee report
4. Mapping Project report by Amy Wergin, Judge Rohrer, and Attorney Ann Larson
5. MYIN report Attorney Ann Larson
6. Announcement of next meeting dates:
 - a. Council: April 1, 2015.
 - b. Executive Committee: March 16, 2015
 - c. Statewide CJCC and coordinators: March 19, 2015
7. Adjournment

Date: March 2, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
March 4, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members: Chief Oscar (Tony) Dick, Attorney Phil Hoff, Daniel Kopecky, Attorney Ann Larson, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, Clerk of Court Lynn Zigmunt and Chief Joe Collins (non-voting)

Excused/Absent: District Attorney Jacalyn LaBre (Chair), Sheriff Robert Hermann, Jeff Jenswold, Reedsville Police Chief JoAnn Mignon, County Executive Bob Ziegelbauer,

Others in attendance: Amy Wergin, Patricia Koppa, Nancy Slattery, and Cecilia Held.

Vice Chair Judge Mark Rohrer called the meeting to order at 4:30 p.m. Attendance sheet was circulated. Vice Chair Rohrer asked if there were any corrections to the minutes of the February 4, 2015 meeting. Hearing none, a motion to approve the minutes was made by Attorney Ann Larson with a second by Chief Tony Dick. Motion approved unanimously.

Vice Chair Rohrer reported regarding the Executive Committee meeting on February 16, 2015. Amy Wergin volunteered to facilitate the system mapping so that there would be a view from outside the system. Ms. Wergin was tasked with meeting with law enforcement. Her report will be later on the agenda. The Executive Committee also decided that no work on other CJCC committees, other than the MYIN group, should take place until after the mapping is completed.

Ms. Wergin reported regarding her material review in preparation for the mapping meetings and on the excellent meeting she had with the heads of the law enforcement agencies. A map was created of the major decision points and alternatives regarding the arrest phase. Copies were distributed along with a narrative. Before involving line staff or moving on, the Council needs to decide what it wants from this first phase of the mapping: the general map or the full policy review. After discussion, the broad view is closer to what is needed at this stage. Once everyone understands the process, the policies in place for each decision point can be examined and other persons within decision making groups can be brought in.

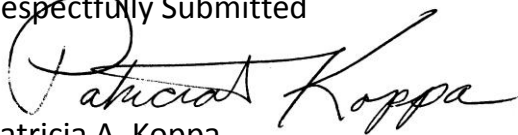
Attorney Larson and Judge Rohrer, having previously volunteered to lead this effort, will meet with Ms. Wergin to create suggestions for decision groups and work days prior to the executive committee meeting. The Executive Committee will then decide the next steps.

Judge Rohrer asked Ms. Larson for a report on the Manitowoc Youth Intervention Network. She mentioned that a variety of juvenile justice stakeholders will be attending. As she was not present at the last meeting, she had obtained a copy of the statistical power point presentation prepared by Ms. Ledvina. She asked that everyone take a look as we will likely have similar information going forward from the adult side.

The next meeting dates: Executive Committee March 16 at noon. The next Council meeting will be April 1, 2015 at 4:30. If anyone is interested in attending the local coordinators meeting following the statewide CJCC meeting on March 19, they should contact DA LaBre for more details.

Motion to adjourn was made by Chief Dick with a second by Attorney Larson. Motion approved unanimously and meeting adjourned at 5:34

Respectfully Submitted

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

Patricia A. Koppa
Circuit Court Commissioner



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



DATE: Monday, March 16, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc Courthouse, Room 306
1010 South 8th 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 February 16, 2015 committee meeting minutes.
3. Discussion and action regarding system mapping – work group composition, work days, and related issues
4. Discussion regarding attendances at statewide CJCC and coordinator's meetings
5. Discussion regarding agenda for next CJCC meeting
6. Announcements – CJCC April 1, 2015 and Executive Committee April 20, 2015
7. Adjourn

Date February 13, 2015

District Attorney Jacalyn LaBre, Chair
Criminal Justice Coordinating Council

Notice prepared by: Patricia Koppa
Council Secretary

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
Executive Committee
March 16, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick and County Board Supervisor Randy Vogel
Others in attendance: Patricia Koppa, Amy Wergin

Chair Jacalyn LaBre called the meeting to order at 12:05 p.m. Attendance sheet circulated. Chair LaBre asked if there were corrections to the minutes of the February 16, 2015 meeting. Motion to approve the minutes by Supervisor Randy Vogel with a second by Attorney Ann Larson. Motion approved unanimously.

Chair LaBre began the discussion of the progress on system mapping. Attorney Larson reported that she met with Amy Wergin and Judge Mark Rohrer. The work groups and a work date were selected as described on a handout. The selected date is during the three little pig trials which are commonly lighter days in the courthouse. Discussion regarding the date and other potential conflicts followed. Another potential day was suggested. Judge Rohrer was asked to check further regarding the dates; but most of the work will take place on either April 29 or April 30.

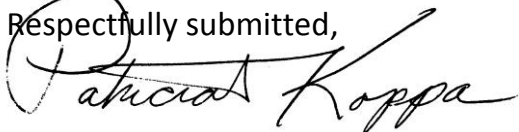
Additional discussion followed regarding the persons to be included in the various work groups and how notice would be given. If additional persons are discovered to be needed during the workday, additional sessions can take place or such persons can come in during the policy discussions.

Chair LaBre asked if any one could attend the March 19 meeting of the local coordinators that is following the meeting of the Wisconsin CJCC. Attorney Larson will attempt to make it work in her schedule. Patricia Koppa will communicate with Tommy Gubbin to determine the long-term schedule for such meetings in hopes of getting it on calendars in advance.

Discussion moved on to the next council meeting. After discussion, it appears that there any business can wait until after the mapping session. Attorney Larson moved to cancel the April general meeting. Chief Dick seconded. Motion passed unanimously. The next executive meeting will be held on April 20, 2015, as scheduled to allow time to prepare for the mapping.

Adjournment: Supervisor Vogel moved to adjourn, Attorney Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:32 PM.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: April 20, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 Chair Jacalyn LaBre
2. Consideration and correction, if any, of March 16, 2015 executive committee meeting minutes.
3. Discussion and action, if any, regarding Mapping Project day, April 29, 2015.
4. Announcement of next meeting dates and agendas:
 - a. Council: May 6, 2015.
 - b. Executive Committee: May 18, 2015
5. Adjournment

Date: April 16, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
Executive Committee

April 20, 2015 12:00 p.m.

Manitowoc County Courthouse, Room 306

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick and County Board Supervisor Randy Vogel
Others in attendance: Patricia Koppa, Amy Wergin

Chair Jacalyn LaBre called the meeting to order at 12:05 p.m. Attendance sheet was circulated. Chair LaBre asked if there were corrections to the minutes of the January 26, 2015 meeting. A motion to approve the minutes was made by Randy Vogel with a second by Mark Rohrer. Motion approved unanimously.

System Mapping Project- Chair LaBre asked Amy Wergin for an update. Ms. Wergin reviewed the confirmed attendees and the groups which she felt were under represented. Ann Larson will contact some of the individuals and a reminder can be sent to the Council members and other interested persons. Caution against having too many people present that are not directly involved. May be better to work with those present and then seek out the missing individuals. General discussion of the plan for the day, which is set for April 29.

Announcements: Next council meeting scheduled for May 6, 2015 with the next Executive Committee meeting on May 18, 2015 at 12:00 p.m. in Room 306 of the Courthouse.

Adjournment: Randy Vogel moved to adjourn, Tony Dick seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:15 PM p.m.

Respectfully submitted,


Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: May 6, 2015
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 Chair Jacalyn LaBre
2. Consideration and correction, if any, of March 4, 2015 council meeting minutes.
3. Report, discussion and possible action regarding the System Mapping Project Work Day and next steps in the process.
4. Announcement of next meeting dates:
 - a. Council: June 3, 2015.
 - b. Executive Committee: May 18, 2015
5. Adjournment

Date: April 29, 2015

Chair Jacalyn LaBre

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
May 6, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members: District Attorney Jacalyn LaBre (Chair), Chief Oscar (Tony) Dick, Sheriff Robert Sheriff Robert Hermann, Attorney Phil Hoff, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), , Clerk of Court Lynn Zigmunt Reedsville Police Chief JoAnn Mignon, and County Executive Bob Ziegelbauer.

Excused/Absent: Daniel Kopecky, Jeff Jenswold, Attorney Ann Larson, County Board Supervisor Randy Vogel

Others in attendance: Amy Wergin, Patricia Koppa, Stacy Ledvina, Mary Slattery, Nancy Slattery, and Cecilia Held.

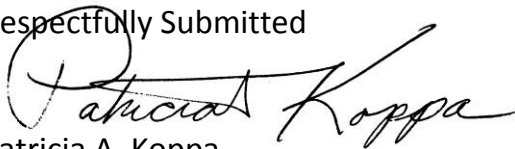
Chair Jacalyn LaBre called the meeting to order at 4:35 p.m. Attendance sheet was circulated. Chair LaBre asked if there were any corrections to the minutes of the March 4, 2015 meeting. Hearing none, Kevin Mueller moved to approve the minutes with a second by Chief JoAnn Mignon. Motion approved unanimously.

Ms. Wergin was given the floor to report regarding the system mapping project work day. The map was on the wall and explained. A paper version will be provided to members for further review and consideration at the next meeting. The draft should be available for the executive committee meeting in mid-May. The next phase is to start looking at policies and procedures affecting the decision.

The next meeting dates: Executive Committee May 18, 2015 at noon. The next Council meeting will be June 3, 2015 at 4:30. Questions for consideration: Is the map missing anything? Who will document policies?

Motion to adjourn was made by Judge Mark Rohrer with a second by Kevin Mueller. Motion approved unanimously and meeting adjourned at 5:13 p.m.

Respectfully Submitted



Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: May 18, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 Chair Jacalyn LaBre
2. Consideration and correction, if any, of April 20, 2015 executive committee meeting minutes.
3. Discussion and action, if any, regarding Mapping Project.
4. Announcement of next meeting dates and agendas:
 - a. Council: June 3, 2015.
 - b. Executive Committee: June 15, 2015
5. Adjourn

Date: May 12, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
Executive Committee

May 18, 2015 12:00 p.m.

Manitowoc County Courthouse, Room 306

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre.

Excused: Manitowoc Chief of Police Oscar Dick and County Board Supervisor Randy Vogel

Others in attendance: Patricia Koppa, Amy Wergin, Kevin Mueller

Chair Jacalyn LaBre called the meeting to order at 12:06 p.m. Attendance sheet was circulated. Chair LaBre asked if there were corrections to the minutes of the April 20, 2015 meeting. A motion to approve the minutes was made by Mark Rohrer with a second by Ann Larson. Motion approved unanimously.

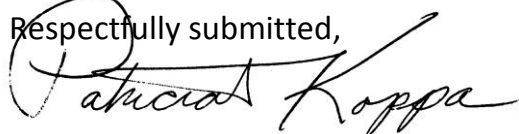
Supervisor Randy Vogel's resignation letter from the Executive Committee has been received. The Council as a whole must elect a replacement.

Discussion of the System Mapping Project. The map is ready through sentencing phase. The post-sentencing is complex and she requested direction. The group discussed and Kevin Mueller will assist. The first version should track a first time offender. Alternatives for repeaters and complex cases can be added as needed. Additionally, decided to use Rock County's as a starting point with deletions and changes as needed. Amy will not be able to work on this until June. However, the rest of the map provides ample discussion ground for the next meeting.

Announcements: Chair Jacalyn LaBre reminded everyone of the next general meeting scheduled for June 3, 2015 at 4:30 in the C& T building with the next executive meeting on June 15 at 12:00 p.m. in Room 306 of the Courthouse. The June general meeting will examine the first portion of the map with the goal of identifying any areas the map needs correction, any decision points where changes can be made and where additional information is needed. Existing sources for the data can also be discussed. Tommy Gubbin may be able to provide information from other counties about their data collection as well.

Adjournment: Ann Larson moved to adjourn, Mark Rohrer seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:47 PM

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
Manitowoc Youth Intervention Network (MYIN) Sub-Committee
MEETING NOTICE

DATE: Thursday, May 21, 2015
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. Review MYIN Values, Vision and Mission Statement – discussing reaffirming these.
3. Updates:
 - a. Racial and Ethnic Disparities Training and Work Plan – Stacy
 - b. CJCC – Ann Larson and/or Patti Koppa
 - c. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina and/or Patti Koppa
 - d. Victims Workgroup – Rodney Zahn and/or Stacy Ledvina
4. Upcoming Events:
 - a. JDAI Intersite Conference – September 28-30, 2015 in Phoenix, AZ.
 - b. Conditions of Confinement Training/Work – October 16, 2015 in Milwaukee.
5. Next meeting: August 20, 2015 at Human Services at 10:30am.

Dated: May 6, 2015

By: Stacy Ledvina,
Manitowoc County JDAI Coordinator and
MYIN Chair

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 YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, May 21, 2015
TIME: 10:30am - Noon
PLACE: Manitowoc County Human Services Department

1. Call to Order and Introductions
Attendees: Stacy Ledvina, Thomas Mann, David Vorpahl, Todd Hermann, Larry Ledvina, Julie Maney, Rodney Zahn, Theresa Gregor, Kathy Miller, Pat Koppa, Bob Dewayne, Brian Kohlmeier, Ann Larson, Jasmine Stocki, Chad Odegaard.
2. Stacy Ledvina spoke about discussing and reaffirming the MYIN Values, Vision and Mission Statement that was created in October, 2013. Two areas appear to be missing in the values section: the importance of family engagement and the need to develop a trusting relationship with the youth and their families. Language will be worked on by Stacy with further discussion to occur at the August meeting.
3. Updates:
 - a. Racial And Ethnic Disparities Training and Work Plan. The following participants attended the RED Training: Bob Dewane, Ann Larson, Stacy Ledvina, Larry Ledvina, Dave Vorpahl, Brian Kohlmeier, Tom Mann, and Chad Odegaard. The training was held March 17 and 18 in Milwaukee. Participants enjoyed the historical presentation, which helped provide a better understanding of the current issues. More hands-on information would have been preferred, but the training was very broad. A work plan has been developed based on the training. Ann Larson has spoken to Darlene Wellner and Darlene is interested and willing to be an ambassador on this issue. Darlene will be invited to the August 20th meeting. Data and the evaluation of data were also discussed. There are advantages and disadvantages to having low numbers. It's easy to dissect the data, but the numbers can be skewed because they are so low. The DRAI and other tools to help standardize decision making will assist with ensuring that decisions are made regardless of a youth's race or ethnicity.
 - b. CJCC – the mapping project for the adults is coming along nicely. The idea of doing mapping for the juvenile system is of interest. The next CJCC meeting will be held 6/3/15 at 430pm.

- c. DRAI (Statewide Detention Risk Assessment Instrument) A “new” DRAFT version has been created to better capture scored recommended outcomes from actual outcomes. Data for the first 4 months of 2014 were shared with the DRAI sub-committee prior to the MYIN meeting. An access database will be used in the near future to capture the data from the seven counties that are field testing. So far Manitowoc has completed 36 DRIAs with one underride and 3 overrides. The next statewide DRAI meeting will be 6/11/15. Stacy will be working on a training curriculum and power point to expand upon the instruction sheet that is currently being used.
 - d. Victims Workgroup – A meeting was held on April 27th. The victim sub-committee feels that basic education between the various departments has been helpful. HSD will work to develop a written policy/procedure related to victims. Ongoing focus on victims is important and it was decided that the victim sub-committee will meet 2/year to ensure that this topic and potential work related to this topic remain of importance.
4. Upcoming Events:
- a. JDAI Intersite Conference will be held September 28-30 in Phoenix, AZ. An exact number of delegates have not been determined. The following individuals have been invited to attend (pending a final number of delegates: Stacy Ledvina (Site Coordinator), Patti Koppa (Court Commissioner), DA’s office (Bob Dewane or Jackie LaBre), Jim Brey (County Board Chair), and Ann Larson (Public Defender).
 - b. Conditions of Confinement – scheduled for October 16, 2015 but may need to be changed due to a conflict with the Jail Administrator’s Conference. Stacy and Larry met with the Sheboygan County Sheriff’s Dept. and the Health and Human Services Department. They were provided with details about the training and assessment process. They are discussing the possibility of being involved and Stacy will be following up with them at the end of June.
5. SAVE THE DATE: September 16, 2015 from 6pm-9pm at Silver Lake College is the proposed date/time/location for the Antwone Fischer/Rick Miller presentation on Kids at Hope. This is a community presentation that is intended for anyone who works with the youth in Manitowoc County. More details once the date has been confirmed. tvin Life skills implemented in six schools in Manitowoc. The curriculum is also being provided to Two Rivers and Kiel.
6. Next meeting: August 20, 2015 at Human Services from 1030am – noon.

Stacy Ledvina,
 Manitowoc County JDAI Coordinator and
 MYIN chair



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



DATE: June 3, 2015
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 attendance
2. Consideration and correction, if any, of May 6, 2015 council meeting minutes.
3. Discussion and possible action regarding the System Map: Referral to Sentencing segment and narrative.
4. Announcement of next meeting dates:
 - a. Council: July 1, 2015.
 - b. Executive Committee: June 15, 2015
5. Adjournment

Date: May 27, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
June 3, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members: Chief Oscar (Tony) Dick, Attorney Phil Hoff, Jeff Jenswold, Daniel Kopecky, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Reedsville Police Chief JoAnn Mignon, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, County Executive Bob Ziegelbauer

Excused/Absent: Sheriff Robert Hermann, Clerk of Court Lynn Zigmunt

Others in attendance: Amy Wergin, Jason Jost, Patricia Koppa, Nancy Slattery, Darlene Wellner and Cecilia Held.

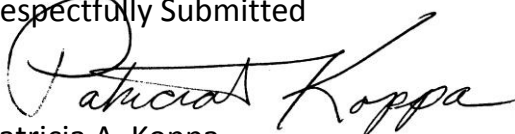
Chair Jacalyn LaBre called the meeting to order at 4:30 p.m. Attendance sheet was circulated. Chair LaBre asked if there were any corrections to the minutes of the May 6, 2015 meeting. Hearing none, a motion to approve the minutes was made by Attorney Phil Hoff with a second by Supervisor Randy Vogel. Motion approved unanimously.

Chair LaBre turned the floor over to Ms. Wergin reported regarding map revisions. Distributed three handouts. Each section of the map was discussed and changes made, then approved by the Council. The discussions revealed some areas where the process and the understanding of the process differ. Some of these will be areas for future work. After reviewing the entire process, Chief JoAnn Mignon moved to approve and accept the map through sentencing. Chief Tony Dick seconded. All voted to approve.

The next meeting dates: Executive Committee June 15 at noon and the next Council meeting will be July 1, 2015 at 4:30. If anyone is interested in filling the position vacated on the CJCC executive committee should nominate themselves at the next general meeting. Other areas of discussion at that time will be the post-sentencing portion of the map. Vice Chair Rohrer will be chairing the meeting as Chair LaBre will not be available.

Motion to adjourn was made by Attorney Larson with a second by Judge Rohrer. Motion approved unanimously and meeting adjourned at 5:15

Respectfully Submitted



Patricia A. Koppa
Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee **AMENDED** MEETING NOTICE

DATE: June 15, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 **May 18, 2015** Executive Committee meeting minutes.
3. Discussion and possible action regarding the System Map: Post Sentencing segment and narrative.
4. Discussion of how to proceed to identify areas to work on within system: any existing resources from national and other organizations that have engaged in reforms; other ideas.
5. Announcement of next meeting dates:
 - a. Council: July 1, 2015.
 - b. Executive Committee: July 20, 2015
6. Adjournment

Date: June 9, 2015
Amended: June 12, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
Executive Committee

June 15, 2015 12:00 p.m.

Manitowoc County Courthouse, Room 306

Attendance: District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick

Excused: Judge Mark Rohrer, Attorney Ann Larson

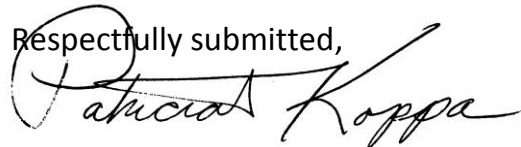
Others in attendance: Patricia Koppa, Amy Wergin, Kevin Mueller

As Judge Rohrer and Attorney Larson are on vacation and no one has selected to replace Supervisor Randy Vogel, **there is no meeting due to the lack of a quorum.**

Those in attendance met as a work group discussion Mr. Mueller's portion of the system map and how to proceed at the July 1 meeting.

Announcements: Chair Jacalyn LaBre reminded everyone of the next meeting scheduled for July 20, 2015 at 12:00 p.m. in Room 306 of the Courthouse.

Respectfully submitted,

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

Patricia Koppa
Council Secretary

Minutes of the Manitowoc County Criminal Justice Coordinating Council
July 1, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members: Chief Oscar (Tony) Dick, Sheriff Robert Hermann Attorney Phil Hoff, Daniel Kopecky, Attorney Ann Larson, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, , County Executive Bob Ziegelbauer, and Clerk of Court Lynn Zigmunt.

Excused/Absent: District Attorney Jacalyn LaBre (Chair), Jeff Jenswold and Reedsville Police Chief JoAnn Mignon,

Others in attendance: Patricia Koppa, Nancy Slattery, and Cecilia Held.

Vice Chair Judge Mark Rohrer called the meeting to order at 4:35 p.m. Attendance sheet was circulated. A quorum was present. Vice Chair Rohrer asked if there were any corrections to the minutes of the June 3, 2015 meeting. Supervisor Randy Vogel moved to approve the minutes as published; Attorney Ann Larson seconded motion. Motion approved unanimously.

Vice Chair Rohrer opened nominations for a council member to fill the vacant position on the Executive Committee due to Supervisor Vogel's resignation from that committee. Chief Tony Dick nominated Kevin Mueller. Sheriff Robert Hermann moved to close the nominations and enter a unanimous vote for Mr. Mueller. Second made by Attorney Larson. Motion passed unanimously. Kevin Mueller will fill the position for the remainder of the term, which ends with the election of the Executive Committee in January 2016.

Mr. Mueller presented the post-sentencing portion of the systems map. He elected to separate the paths into those supervised by the Department of Corrections and those which are not. As Mr. Mueller gave his explanation, it was clear some Wisconsin terms should be explained in notes. There are some decision points governed by statewide policy, which uses an evidence based risk assessment tool. Locally, Probation and Parole has worked out use of stayed confinement days with judiciary, which provides an additional option. Mr. Mueller explained investigations of violations, alternatives to revocation and the revocation process. There was also discussion of community support and how that layer can be reflected, if it can be included at all, on the map. Failure to pay policies were mentioned; what isn't paid makes a difference in consequence.

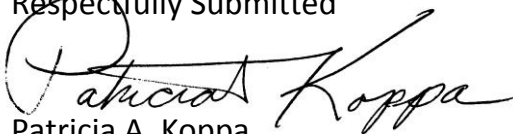
Attorney Larson moved to postpone the discussion of agenda items 5 and 6 to the August meeting. Mr. Mueller seconded. Unanimous vote to postpone.

Ms. Held noted that the Community Resource card from Healthiest Manitowoc County would soon be updated.

The next meeting dates: Executive Committee would ordinarily meet on July 20, 2015; this meeting is cancelled as a number of people are unavailable. The Executive Committee will next meet on August 17 at noon in the courthouse. The next Council meeting will be August 5, 2015 at 4:30.

Supervisor Vogel made the motion to adjourn; Attorney Hoff provided a second. Motion approved unanimously and meeting adjourned at 5:33.

Respectfully Submitted

A handwritten signature in cursive script that reads "Patricia A. Koppa". The signature is written in black ink and is positioned to the right of the typed name.

Patricia A. Koppa

Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: July 1, 2015
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 attendance
2. Consideration and correction, if any, of June 3, 2015 council meeting minutes.
3. Nominations and Election of Council member (voting) to fill vacancy on Executive Committee through December 2015.
4. Discussion (led by Kevin Mueller) and possible action regarding the System Map: Post Sentencing segment and narrative.
5. Roundtable discussion of issues council members see in system at this point.
6. Discussion and possible action regarding policy and procedure for decision points and next steps in process.
7. Announcement of next meeting dates:
 - a. Executive Committee: July 20, 2015
 - b. Council: August 5, 2015.
8. Adjournment

Date: June 24, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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 MEETING NOTICE



DATE: August 5, 2015
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 attendance
2. Consideration and correction, if any, of July 1, 2015 council meeting minutes.
3. Discussion and possible action regarding policy and procedure for decision points and next steps in process.
4. Roundtable discussion of issues council members see in system and what would be needed to address
5. Announcement of next meeting dates:
 - a. Executive Committee: August 17, 2015
 - b. Council: September 2, 2015.
6. Adjournment

Date: July 30, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
August 5, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members: Chief Oscar (Tony) Dick, Sheriff Robert Hermann, Jeff Jenswold, Daniel Kopecky, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, County Executive Bob Ziegelbauer, and Clerk of Court Lynn Zigmunt.

Excused/Absent: Attorney Phil Hoff, Kevin Mueller, Reedsville Police Chief JoAnn Mignon, Judge Mark Rohrer (Vice-Chair), and County Board Supervisor Randy Vogel.

Others in attendance: Amy Wergin, Patricia Koppa, Deputy Inspector Jason Jost, Darlene Wellner, Nancy Slattery, and Cecilia Held.

Chair Jacalyn LaBre called the meeting to order at 4:36 p.m. Attendance sheet was circulated. Chair LaBre asked if there were any corrections to the minutes of the July 1, 2015 meeting. Hearing none, a motion to approve the minutes was made by Chief Tony Dick with a second by Ann Larson. Motion approved unanimously.

Chair LaBre noted that a combined system map with the work of Amy Wergin and Kevin Mueller will need to be prepared. Ms. Wergin indicated that she has not heard from Mr. Mueller so nothing further is available. After the full map is prepared, reviewing the policy for decision points is the next major step. Chair LaBre indicated the Executive Committee decided to select a smaller area of concern to work on before addressing the known "big" issues, such as whether to pursue creation of a treatment court. In order to identify areas of concern, a discussion and input from all members and guests is needed.

Ms. Wergin recalled that the bail decision point had resulted in discussions as well as assistance and information for victims had been mentioned during the mapping. The issues for bail related to the types of conditions available and the difference in how each decision maker makes their decision. Chair LaBre noted that the "bail" decision point would need to be broken down. Attorney Larson suggested looking for pre-trial services that could be included as conditions. Ms. Koppa mentioned the failure to appear situations and the potential to use the new notification system in CCAP.

The discussion shifted to the questions regarding who fails to appear? How often? What is the recidivism rate while out on bail? Why? Similar or unrelated charges? Violation of the bail conditions or new charges? What information is available on this? Is it possible to find without tracking by name?

Jason Jost suggested we begin by examining the bail jumping charges to learn more about the issues and needs. Reports from the law enforcement agencies and court will be looked at to see what already exists and what is missing. This includes whether charge specific data is available on CCAP and what assessment tools for risk are used elsewhere in setting bail.

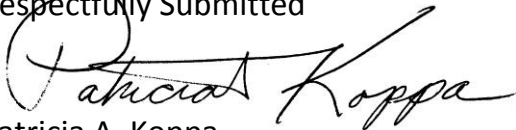
Darlene Wellner noted that early trauma is often at the root of criminal activity. The system often fails to consider this in its response. Ms. Wergin noted that there is trauma informed training coming to Manitowoc.

Chair LaBre noted that the assessment tool should be looking at addiction as that would relate to a need for diversion to a drug or alcohol court if that were to become available.

The next meeting dates: Executive Committee August 17, 2015 at noon. The next Council meeting will be September 2, 2015 at 4:30. The Executive Committee will further discuss how to work on the bail decision point.

Motion to adjourn was made by Chief Dick with a second by Attorney Larson. Motion approved unanimously and meeting adjourned at 5:19.

Respectfully Submitted

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

Patricia A. Koppa
Circuit Court Commissioner



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: August 17, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 June 15, 2015 Executive Committee meeting minutes.
3. Discussion and action regarding next steps for Council
 - a. Remaining work on system map.
 - b. Review recidivism protocols proposed for the Wisconsin Criminal Justice Coordination Council.
 - c. Review known data sources including annual reports from Kiel, Manitowoc, Two Rivers and the Sheriff's Office and discuss other possible data sources.
 - d. Discussion and possible action regarding "Bail" decision point.
 - e. Define topics/concerns to be addressed and prioritize.
 - f. Determine what data is needed for this decision.
4. Discuss possible future presentations: i.e. Victim/ Witness services, Assessment tools from other counties, Trauma Informed Care.
5. Discuss September 2, 2015 state meeting attendance.
6. Announcement of next meeting dates:
 - a. Council: September 2, 2015.
 - b. Executive Committee: September 21, 2015.
7. Adjournment.

Date: August 12, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
Executive Committee
August 17, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre, and Kevin Mueller

Others in attendance: Patricia Koppa, Amy Wergin

Chair Jacalyn LaBre called the meeting to order at 12:10 p.m. Attendance sheet was circulated. Chair LaBre asked if there were corrections to the minutes of the June 15, 2015 meeting. A motion to approve the minutes was made by Ann Larson with a second by Judge Mark Rohrer. Motion approved unanimously.

Chair LaBre asked if there was any work remaining on the map. Kevin Mueller and Amy Wergin indicated they would combine their portions so it would be done.

The next step is to review current policies. Chair LaBre does not think that the law enforcement community is ready for policy changes to be proposed by the Council and suggests we start with Bail decisions. The policies for each decision point can be looked at when examining that point rather than going through the entire system before working on anything. Advantage would be understanding and trust in the process. Consensus was to proceed in that fashion addressing bail.

We first need to work on the existing policies on bail. There is a statute but how does each decision maker view that? What weight is given to the statutory factors? How is information obtained? Is there a risk assessment tool readily available for use by anyone? As noted at the general meeting, what is our recidivism rate and our failure to appear rate and how do we get those numbers?

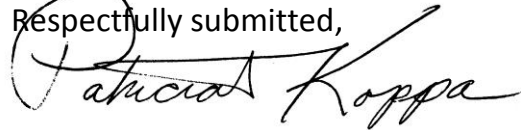
Ms. Wergin queried regarding the number of persons on bail at any time. Not certain there is an answer to that. Group discussed the categories of such persons. Clear the number is higher than likely guessed.

All agreed that a focus on bail and bail jumping is a good starting point. Differences in charging practice was noted and the reason was explained. This showed that a presentation regarding bail might be a good starting point. How to set this up and who to include was discussed. At the same time, existing data could be examined. A sub-group would be needed. Attorney Larson volunteered to chair this group.

Announcements: Chair Jacalyn LaBre reminded everyone of the next meeting scheduled for September 2, 2015 at 4:30 pm in the C& T building and the Executive Committee on September 21, 2015 at 12:00 p.m. in Room 306 of the Courthouse.

Adjournment: Mark Rohrer moved to adjourn, Ann Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:52 PM p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Patricia Koppa". The signature is written in a cursive style with a large, looping initial "P" and a long, sweeping underline that extends across the name.

Patricia Koppa
Council Secretary



MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, August 20, 2015

TIME: 10:30am - Noon

PLACE: Manitowoc County Human Services Department

1. Call to Order and Introductions

Attendees: Stacy Ledvina, Thomas Mann, David Vorpahl, Rodney Zahn, Theresa Grego, Brian Kohlmeier, Ann Larson, Chad Odegaard, Judy Wiesbrook, Scott Luchterhand, Nick Sayner, Christma Hochkammer, Jessica Turner, Mary Halada, Darlene Wellner, Bernadette Mueller, Lauren Baur.

2. MYIN Values, Vision and Mission Statement were discussed. One bullet was added to the Values Statement (builds trusts and engages youth and their families). It was determined that the updated version would be reconfirmed as of today, 8/20/15.

3. Updates:

- a. Racial And Ethnic Disparities Training and Work Plan. The Historical Perspective power point that was shared at the RED Training was presented to the MYIN members. 2014 data, broken down by race and ethnicity was also revisited. The RED work plan was discussed. Darlene Wellner attended the meeting and agreed to be an “ambassador” for racial and ethnic issues. She shared some of her experiences in mentoring an African American family in Manitowoc. She also shared worked that her church is doing related to the Hispanic population. Darlene expressed an interest in joining MYIN to work on expanding community involvement and ensure that a racial and ethnic focus is utilized in discussions.
- b. CJCC – Ann Larson provided the history of the start of the CJCC, which happened a little over a year ago. She provided an update on the mapping project for the adults. Currently they are focusing on gathering data related to outcomes on bail.
- c. DRAI (Statewide Detention Risk Assessment Instrument) The electronic data base has been distributed to sites and Manitowoc is awaiting further instruction on which data should be entered. The next statewide meeting will be held in October. Manitowoc continues to use the DRAI in also juvenile custody cases.

- d. Victims Workgroup – No meeting has occurred since the last MYIN meeting. The plan is to hold a meeting in fall.
- e. Gateways Sex Offender Treatment Program Update: Tom Cleereman accepted a position in Arizona and left the program at the end of July. Recruitment efforts have begun and interviews will be held in the future. Finding a therapist with expertise in juvenile sex offender has been difficult so far, given the special nature of this type of a position.

4. Upcoming Events:

- a. JDAI Intersite Conference will be held September 28-30 in Phoenix, AZ. 4 delegates will be attending: Stacy Ledvina, Ann Larson, Bob Dewane, and Patti Koppa.
- b. Conditions of Confinement – scheduled for November 18-19, 2015 in Milwaukee.

5. SAVE THE DATE: October 14, 2015 from 6pm-9pm at Silver Lake College – Kids at Hope Community Presentation featuring Antwone Fischer and Rick Miller. Flyers were distributed. The event is free, but registration is required. In addition to the evening event, a luncheon event will be held for invited participants on October 14 to hear more from Rick Miller on instilling cultural change related to hope.

6. Next meeting: December 3, 2015 at Human Services from 1030am – noon.

Dated: August 21, 2015

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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



AMENDED MEETING NOTICE

DATE: September 2, 2015
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 Chair Jacalyn LaBre.
2. Consideration and correction, if any, of **August 5, 2015** council meeting minutes.
3. Executive Committee report.
4. Discussion of available information/data from Circuit Court, Manitowoc, Two Rivers and Kiel regarding arrests, bail jumping and related issues.
5. Formation of work groups to review data, policies and options and assign tasks for October.
6. Announcements:
 - a. Council: October 7, 2015.
 - b. Executive Committee: September 21, 2015.
 - c. Other Programs of interest to committee members.
7. Adjournment.

Date: August 31, 2015
Amended: August 27, 2015 @ 3:25 p.m.

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
September 2, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: Chief Oscar (Tony) Dick, Sheriff Robert Hermann, Attorney Phil Hoff, District Attorney Jacalyn LaBre (Chair), Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, Clerk of Court Lynn Zigmunt and Chief Dave Funkhouser (non-voting)

Excused/Absent: Daniel Kopecky, Jeff Jenswold, Attorney Ann Larson, Reedsville Police Chief JoAnn Mignon, Kevin Mueller, County Executive Bob Ziegelbauer,

Others in attendance: Amy Wergin, Patricia Koppa, Nancy Slattery, Darlene Wellner, Jerry Schubring, Coroner Curtis Green, Deputy Inspector Jason Jost, Deputy Inspector Larry Ledvina, Stacy Ledvina and Deputy Chief Rob Barbier.

Chair Jacalyn LaBre called the meeting to order at 4:45 p.m. Delay was to wait for a quorum to be present. Attendance sheet circulated. Chair LaBre asked if there were any corrections to the minutes of the August 5, 2015 meeting. Hearing none, a motion to approve the minutes was made by Chief Tony Dick with a second by Supervisor Randy Vogel. Motion approved unanimously.

Chair LaBre reported regarding the Executive Committee meeting on August 17, 2015. After the discussion at the last general meeting, a work group is needed to review the issues with bail hearings/process and Attorney Ann Larson volunteered to be part of the group.

Coroner Curtis Green asked if he could make some comments and introduce a citizen who wanted to address the group. Coroner Green announced the upcoming community programs regarding the drug issues in Manitowoc and invited all to attend. This will be on Mondays or Tuesdays for the next six weeks at the Manitowoc Public Library. Many people are concerned about the issue from many areas of the community. Coroner Green then introduced Jerry Schubring who spoke regarding how drugs had touched his family and how he feels a drug court is important for Manitowoc County.

Darlene Wellner reinforced the desire of the groups she is involved in to see a treatment court of some type here as there is ample evidence that such programs are successful. Funding from alternative means will be needed as the grants from the State of Wisconsin have been terminated, at least for new programs at this time.

Patricia Koppa spoke of some of the information she learned earlier in the day while participating in a teleconference with CJCC coordinators and representatives from around the state. Funding, and control of the funding, is an issue for all.

Judge Mark Rohrer emphasized how important it is to have the treatment providers lined up before any program is begun. They will require payment and getting payment from the participants limits who can participate. To make treatment available to all, some will need subsidized programming.

Amy Wergin noted that the provider shortage is two fold: insufficient providers which means those that are present can decline to take payment from sources that limit payment.

Chair LaBre thanked everyone for the discussion and noted how we will get back to treatment courts and TAD programming as part of the process. The hope had been to examine the bail decision point and address a manageable change at that point before moving to more challenging issues.

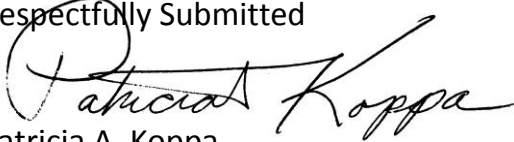
Chair LaBre turned the discussion over to Chief Dick. He had some staff work through Manitowoc PD records regarding contacts with “regulars.” This is labor intense and can be done but requires that you start with individuals and track backward. The other issue is when talking about “recidivism” what do we mean. Discussion occurred among all about the data available, how it could be used, intense work needed, differing definitions and uncertainty as to what we are trying to accomplish. Chief David Funkhouse explained that the local department annual reports do not provide statistics. Such information would have to be obtained from the shared law enforcement data system and that system must be used carefully to get the desired information. Chair LaBre had looked at the referral and charge data kept by her office and Ms. Koppa had gotten information working with the CCAP data base. There is a lot of data. But is it what we are looking for? What are we trying to do? Do we want to work on more uniform bail practices based upon evidence based decision making and a risk assessment? Do we want to focus on bail jumping charges and what causes those? Became clear that the first step for any workgroup would be to look at and prioritize the possible issues. The executive committee, or council, could then select which to work on. Judge Rohrer suggested the workgroup meet and bring back no more than five issues.

In addition to Attorney Larson, Deputy Chief Rob Barbier from the City of Manitowoc PD and Commissioner Koppa volunteered to be a part of the group. Others interested should contact Attorney Larson and/or Chair LaBre.

The next meeting dates: Executive Committee September 21, 2015 at noon. The next Council meeting will be October 7, 2015 at 4:30.

Motion to adjourn was made by Supervisor Vogel with a second by Judge Rohrer. Motion approved unanimously and meeting adjourned at 5:35 p.m.

Respectfully Submitted

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

Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: September 21, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 August 17, 2015 Executive Committee meeting minutes.
3. Discussion and possible action regarding Bail workgroup.
4. Discussion and possible action regarding additional groups to be started and process to be used.
5. Announcement of next meeting dates:
 - a. Council: October 7, 2015.
 - b. Executive Committee: October 19, 2015
6. Adjournment

Date: September 17, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
September 21, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306**

Minutes CORRECTED: October 15, 2015

Attendance: Attorney Ann Larson, District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick and Kevin Mueller

Absent: Judge Mark Rohrer,

Others in attendance: Patricia Koppa

Chair Jacalyn LaBre called the meeting to order at 12:08 p.m. Attendance sheet will need to be signed on a future date. Chair LaBre asked if there were corrections to the minutes of the August 17, 2015 meeting. A motion to approve the minutes was made by Chief Tony Dick with a second by Attorney Ann Larson. Motion approved unanimously.

Attorney Larson reported that the initial meeting of the bail workgroup is set for September 23, 2015. Chair LaBre noted she will also participate for the DA's office.

Chair LaBre noted that it was time to organize a work group or groups to look at treatment courts. All present agreed to discuss at the next Council meeting.

Ms. Koppa noted that a report from MYIN should be given since a delegation would be attending the JDAI National Conference at the end of September.

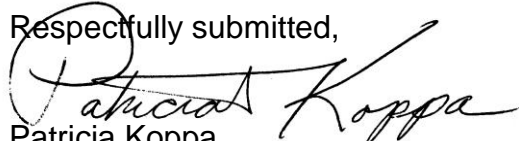
Ms. LaBre suggested shifting emphasis to the workgroups and reduce the frequency of full council meetings and to begin to treat those as reporting opportunities. All agreed with idea and that the October 7, 2015 Council meeting should be cancelled with the next general meeting being ~~November 14~~ **November 4**, 2015. Executive meetings should continue so the next meeting should be October 19, 2015. Judge Rohrer will have to chair that since Chair LaBre will be out of town.

Chief Dick announced that his retirement date would soon be publicly announced. He is retiring as of January.

Ms. Koppa noted that there would also need to be appointments and elections in January for the Council as set forth in the by-laws.

Attorney Larson moved to adjourn, Chief Dick seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:28 PM.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: October 15, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th Street, Manitowoc, WI 54220

Please note that there will be no regularly scheduled meeting on October 19, 2015

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 September 21, 2015 Executive Committee meeting minutes.
3. Discussion and action regarding forming an exploratory work group regarding establishment of one or more treatment courts
4. Announcement of next meeting dates:
 - a. Council: November 4, 2015.
 - b. Executive Committee: November 16, 2015
5. Adjournment

Date: October 12, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
October 15, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre, and Kevin Mueller

Absent: Manitowoc Chief of Police Oscar Dick

Others in attendance: Patricia Koppa, Amy Wergin, Curt Green (by telephone conference call)

Chair Jacalyn LaBre called the meeting to order at 12:18 p.m. Attendance sheet will need to be signed on a future date. Chair LaBre asked if there were corrections to the minutes from September 21, 2015 meeting. Patricia Koppa noted that the Council meeting date was misstated and should be November 4, 2015. Judge Mark Rohrer moved to approve the minutes as correct with a second by Attorney Ann Larson. Motion approved unanimously.

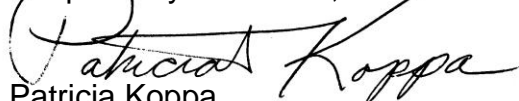
Chair LaBre turned the meeting to Judge Rohrer. Judge Rohrer has been meeting with community members and others to discuss how to fund a treatment court. He also held discussions regarding who could provide treatment. These issues must be addressed in order to go any further. His plan would be to host an event during the upcoming holiday season and ask for pledges of \$500 per year for three years. That would be long enough to show results and potentially incur savings in other areas that could be used to continue funding the treatment courts. Pledges would be needed from 100 – 150 persons. As for a treatment provider, it would be most likely arranged through Lakeshore CAP and that agency would handle any funds. An inpatient provider may be needed. Ten individuals would be an appropriate starting group.

Others in attendance asked some questions. However, these were the very sorts of issues to be addressed by a workgroup: target audience, who would coordinate services, is there a case worker, is this post-sentencing or could a pre-trial component be created. Kevin Mueller indicated that he may be able to make a staff member available if it is a post-sentencing program.

As far as a workgroup, there are seven persons that have expressed an interest. One or more citizen members are likely to be interested since they have been since 2013. The work group will be again discussed on November 4 at the general meeting. In the meantime, Ms. Koppa has the 2013 grant application and will provide that so it can be used as a starting point. Changes are likely needed but since it was considered a good application, they may be minimal. A meeting date was chosen for the workgroup.. November 17, 2015 at 4:00 pm in Rm. 207 of the Public Health Building. This will allow the workgroup to hit the ground running. Lakeshore Cap should be invited to participate in the workgroup or contacted as they may be a critical partner.

Attorney Larson moved to adjourn, Mr. Mueller seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:45 PM.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: November 4, 2015
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 Chair Jacalyn LaBre.
2. Consideration and correction, if any, of September 2, 2015 council meeting minutes.
3. Executive Committee report.
4. Juvenile Justice update by Stacy Ledvina.
5. Discussion and possible action regarding the Treatment Court work group.
6. Report from the Bail/Pre-trial conditions workgroup by Ann Larson.
7. Discussion and possible action directing bail work group tasks and setting next meeting.
8. Announcement of elections and Council positions to be re-filled in January 2016.
9. Announcement of next meeting dates:
 - a. Council: January 6, 2016.
 - b. Executive Committee: November 16, 2015.
 - c. Treatment court workgroup: November 17, 2015.
10. Adjournment

Date: October 30, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Circuit Court Commissioner

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Minutes of the Manitowoc County Criminal Justice Coordinating Council
November 4, 2015 4:30 p.m.
Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: Chief Oscar (Tony) Dick, Sheriff Robert Hermann, Attorney Phil Hoff, Daniel Kopecky, District Attorney Jacalyn LaBre (Chair), Reedsville Police Chief JoAnn Mignon, Kevin Mueller, Judge Mark Rohrer (Vice-Chair), County Board Supervisor Randy Vogel, and County Executive Bob Ziegelbauer.

Excused/Absent: Jeff Jenswold, Attorney Ann Larson, Clerk of Court Lynn Zigmunt

Others in attendance: Amy Wergin, Patricia Koppa, Nancy Slattery, Darlene Wellner, Coroner Curtis Green, Deputy Inspector Jason Jost, Deputy Inspector Larry Ledvina, Stacy Ledvina, Nick Reimer, Becky Rice, Cecilia Held, Chip Yost, and Jean Biegun.

Delay to allow either the Chair or Vice-chair to be present. While waiting, Deputy Inspector Jost attempted to share a video about pre-trial services from Clark County Arizona. Technical difficulties prevented viewing, but all are encouraged to look on their own. It is linked on the county's website. Ms. Koppa will provide a link when sending out the minutes.

Vice Chair Judge Mark Rohrer called the meeting to order at 4:37 p.m. Attendance sheet circulated. Vice Chair Rohrer asked if there were any corrections to the minutes of the September 2, 2015 meeting. Hearing none, a motion to approve the minutes was made by Phil Hoff with a second by Kevin Mueller. Motion approved unanimously.

Vice Chair Rohrer advised that the executive committee discussed creation of the treatment court workgroup which will be discussed later in the meeting.

Stacy Ledvina reported regarding Juvenile Justice initiatives. There has been an increase in bookings to Juvenile Detention, but no trend has been noted at this point. A grant recently allowed a national program, Kids at Hope, to be presented in Manitowoc. Turn out was good and there will be follow-up training. The message is that there is hope for every child, no exceptions. Other programming using this Early Intervention Grant has been the Botvin LifeSkills Training and a Student Success Advocate (SSA). These have been provided as option to districts in the county. All 4th, 5th and 6th graders in the Manitowoc District are receiving LifeSkills workbooks and programming. The SSA worked with families at Jefferson School in Manitowoc to address truancy.

For 2014, the SSA will continue at Jefferson and may expand to Riverview. Attendance issues arise that early. Kids at Hope will hold an orientation/training, training the trainer event and send two champions to a national conference in Arizona. The Lifeskills program will continue but is being funded by the Alliance for Substance Abuse Prevention grant.

Ms. Ledvina provided a survey to those attending which she will use to make the 2016 Early Intervention Grant application. The survey is being provided to other stakeholders as well.

Judge Rohrer introduced the Treatment Court workgroup topic. There are currently 6 or 7 interested persons. A representative from Human Services will be recruited. Others are invited. Chief Dick indicated that one of the police lieutenants is interested in participating. Judge Rohrer again emphasized how important it is to have the funding and treatment providers lined up before any program begins. Additionally, a coordinator familiar with treatment court criteria and protocol must be found.

At this point, Chair Jacalyn LaBre arrived. Curt Green asked about the grant applications that had been made in the past. The documentation had been shared with interested persons to show the structure of a potential drug court program. The first application was particularly good in that it addresses the 10 Key Components of an effective Drug court. The work group will meet on November 17 at 4:00 at the Health Department.

Ms. LaBre asked for the report from the Bail Workgroup. Patricia Koppa reported as Attorney Ann Larson was unable to attend the meeting. Ms. LaBre provided additional comments. The work group identified a number of issues as requested but they overlap to a great extent. There are no existing pre-trial services. Trying to use existing resources in a limited fashion creates a strain on the system, but is perhaps possible with further effort. Trying to implement "something" requires identification of the individuals to be served, resources required and available; cost of any new programming or resources. A second area of concern is the amount of bail jumping. There are two types and identifying the level of each is a necessary first step. Bail jumping can be charged for violating a condition or for committing a new crime. Condition violations may be reduced with pre-trial services. Data on these issues is being looked at. A third related issue is failure to appear the primary purpose of bail is to assure appearance at court. This too may be able to be addressed with pre-trial services. A new notification system is available and as it begins to be used, may cut back on the unintentional misses. The work group would like direction.

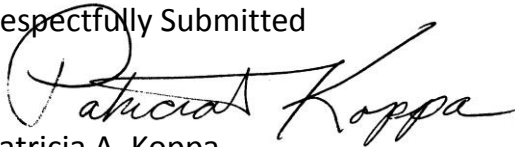
The members discussed their thoughts and indicated that the problem must be identified and narrowed in order to find a solution. Ms. Koppa and Ms. LaBre noted that is what the work group wants to hear from the council. Further discussion indicated the data is needed and that the work group should develop the information as to the type of bail violations and if possible, whether violating a condition was intentional or beyond the individual's ability. The work group will set a meeting when Ms. Larson return so the office.

Chair LaBre announced that the next meeting would be in January allowing the work groups to meet and provide reports to the council. The January meeting will also require election of a new executive board as well as appointments/reappointments of various members.

The next meeting dates: Executive Committee November 16, 2015 at noon. The next Council meeting will be January 6, 2016 at 4:30.

Judge Rohrer made the motion to adjourn. Chief JoAnn Mignon made the second. Motion approved unanimously and meeting adjourned at 5:08 p.m.

Respectfully Submitted

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

Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: November 16, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 October 15, 2015 Executive Committee meeting minutes.
3. Discussion and possible action regarding the Treatment Court work group.
4. Discussion and possible action directing bail work group tasks and setting next meeting.
5. Discussion and possible action regarding elections and Council positions to be re-filled in January 2016.
6. Announcement of next meeting dates:
 - a. Council: January 6, 2016.
 - b. Executive Committee: December 21, 2015
7. Adjournment

Date: November 11, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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
Executive Committee
November 16, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: District Attorney Jacalyn LaBre, Attorney Ann Larson, Kevin Mueller, and Judge Mark Rohrer

Absent: Manitowoc Chief of Police Oscar Dick

Others in attendance: Patricia Koppa, Amy Wergin

Chair Jacalyn LaBre called the meeting to order at 12:02 p.m. Attendance sheet signed. Chair LaBre asked if there were corrections to the minutes of the October 15, 2015 meeting. A motion to approve the minutes was made by Kevin Mueller with a second by Attorney Ann Larson. Motion approved unanimously.

Treatment Court is first issue on the agenda. Amy Wergin set up an agenda for the meeting on November 17. Several members of Law Enforcement have volunteered to participate: Lt. Friebth from Manitowoc and Chief Collins from Two Rivers. Ms. Wergin feels that locating a treatment provider and programing needs to be the starting point since it is perhaps our greatest deficiency. Mr. Mueller is concerned that it not appear the treatment court is the only matter being addressed by the CJCC.

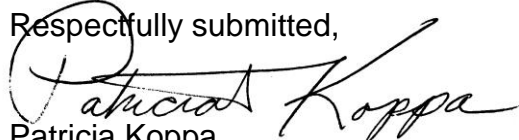
Ms. Larson indicated that the bail workgroup will meet again on Thursday, December 10, 2015.

The committee then reviewed which CJCC positions must be reappointed for 2016. The positions are: citizen member, private bar association member, Human Services Director (by County Executive), Supervisor (by County Board Chair) and both Police Chief representatives. Chair LaBre and Pat Koppa will work together to notify the appropriate persons of the need to reappoint. Additiaonlly the need to have election ballot supplies on hand was discussed.

Finally the regular meeting date for the Executive Committee will be the week of Christmas. After discussion the date was moved up to December 14, 2015.

Judge Rohrer moved to adjourn, Attorney Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:22 PM.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING NOTICE

DATE: Thursday, December 3, 2015

TIME: 10:30am - 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. Kids at HOPE event discussion. Early Intervention Grant Funds for 2016 update.
3. Updates:
 - a. CJCC – Ann Larson and/or Patti Koppa
 - b. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina
 - c. Victims Workgroup – Stacy Ledvina
 - d. Gateways Sex Offender Treatment Program Update – Stacy Ledvina
 - e. RFP for Juvenile Justice Services released 11/9/15
4. Recent Events:
 - a. Conditions of Confinement Training/Work – November 18-19, 2015 in Milwaukee – Tom Mann.
5. 2016 meeting dates: March 3, June 2, September 1, and December 1. March 3rd will consist of a 2015 data presentation. Suggestions for topics/presentation at other meetings?

Dated: November 20, 2015

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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 YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, December 3, 2015
TIME: 10:30 a.m. - Noon
PLACE: Manitowoc County Human Services Department

1. Call to Order and Introductions

Attendees: Stacy Ledvina (Human Services), Thomas Mann (Human Services), David Vorpahl (Manitowoc Police Dept.), Rodney Zahn (Human Services), Kathy Miller (DVC/SARC), Ann Larson (Public Defender), Chad Odegaard (Human Services), Darlene Wellner (citizen), Joanne Metzen (Manitowoc Public School District), Mile Williams (volunteer, County Board Supervisor), Julie Poff (Human Services), Kevin Mueller (Probation and Parole), Patricia Koppa (Court Commissioner), Larry Ledvina (Sheriff's Office), Bob Dewane (Asst. DA), Chip Yost (citizen).

2. Kids at Hope event was discussed. 2016 Early Intervention Funds Grant was submitted and was approved by the Dept. of Children and Families. Funding will support additional work with Kids at Hope, along with having a Student Success Advocate (SSA) to work part time at Jefferson Elementary School and Riverview Kindergarten Center. Kids at Hope will include a community-wide training on the science/research of the Kids at Hope philosophy, followed by having up to 30 individuals trained to be trainers in Kids at Hope.

3. Updates:

- a. CJCC – Ann Larson explained that a bail work group continues to look at ways to reduce new offenses/violations. A drug treatment work group has also been started. The issues are related to funding difficulties and the need for the CJCC to have a dedicated coordinator. These are the concerns that are being looked at now.
- b. DRAI (Statewide Detention Risk Assessment Instrument) The electronic data base has been distributed to sites and field testing started in January, 2015. The next statewide meeting will be held in December 11, 2015. Manitowoc continues to use the DRAI in also juvenile custody cases.
- c. Victims Workgroup – No meeting has occurred since the last MYIN meeting. An early 2016 meeting will be held for this workgroup. The work that has been accomplished this year was discussed. Anecdotally, it appears that victims are being better served. The process in place before hearings to ask/ensure that victims are included has helped. Human Services making phone contact in felony cases is also encouraged. MPD has a detective make contact at the beginning and the end of a case that involved a felony. Bi-annual meetings to ensure this topic stays fresh will occur in 2016.

- d. Gateways Sex Offender Treatment Program Update: Tom Cleereman accepted a position in Arizona and left the program at the end of July. Recruitment did not produce a viable candidate and the position was cut from the 2016 budget. At this time HSD IS working to enter a contract with Dynamic Family Solutions for 2016.
 - e. Juvenile Justice Services Request for Proposal was released on 11/9/15. Proposals must be submitted by 12/23/15 and an announcement on the award of the contract for services will be made by 1/25/15. A committee will be scoring the applications in January and the service start date is 3/1/16. Quite a few entities have expressed an interest in applying for the RFP. The history of services with the current provider, Jay's Legacy, were discussed.
4. Recent Events: Conditions of Confinement Training was held on Nov 18-19 in Milwaukee, WI. Tom Mann attended and shared information on the training and passed around a book that contained the assessment standards. Manitowoc is utilizing Sheboygan's secure detention center and Sheboygan sent on representative to the training, but has indicated that they are not interested in doing a facility assessment at this time. Larry Ledvina described the DOC inspection process that occurs, which are the minimum standards that are set by Administrative Code. There was a concern raised about Sheboygan's compliance with the Prison Rape Elimination Act (PREA). Stacy will check to see what is required per contract with the detention center and report back in March.
5. 2016 meeting dates: March 3, June 2, September 1, and December 1. March 3rd will consist of a 2015 data presentation. Participants were asked to think about other projects or presentations to consider for the rest of 2016. The possibility of having a presentation on the new Juvenile Justice Services was one consideration..

Dated: December 3, 2015

Stacy Ledvina,
Manitowoc County JDAI Coordinator and
MYIN chair



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: December 14, 2015
TIME: 12:00 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th 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 November 16, 2015 Executive Committee meeting minutes.
3. Discussion and possible action regarding the Treatment Court work group.
4. Discussion and possible action regarding Bail work group tasks.
5. Update regarding Council positions to be reappointed in January 2016.
6. Set meeting schedule for 2016.
7. Announcement of next meeting dates:
 - a. Council: January 6, 2016.
 - b. Executive Committee: January 11, 2016 (due to Martin Luther King Jr. Day Holiday)
8. Adjournment

Date: December 9, 2015

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
December 14, 2015 12:00 p.m.
Manitowoc County Courthouse, Room 306/307**

Attendance: Judge Mark Rohrer, Attorney Ann Larson, District Attorney Jacalyn LaBre, Manitowoc Chief of Police Oscar Dick and Kevin Mueller

Others in attendance: Patricia Koppa, Melanie DeSouto

Chair Jacalyn LaBre called the meeting to order at 12:10 p.m. Attendance sheet circulated. Chair LaBre asked if there were corrections to the minutes of the November 16, 2015 meeting. A motion to approve the minutes was made by Judge Mark Rohrer with a second by Attorney Ann Larson. Motion approved unanimously.

Judge Rohrer and Kevin Mueller reported on the initial meeting of the Treatment Court workgroup. The next meeting is set for December 15. Amy Wergin circulated a questionnaire among those attending to access expectations. Results will be discussed at the meeting.

Attorney Larson reported regarding the "Bail workgroup" The group is working on data and defining the causes behind bail jumping charges. Initial review is that new crimes are generally involved. Further analysis is needed to know if alcohol, drugs, etc. is a factor in the new crime, Services, such as monitoring, check-ins, voluntary treatment are used in other jurisdictions. The participants cover the costs of many pre-trial services as a means to avoid cash bond and jail time awaiting trial. The workgroup will hear more about some programs at its next meeting on December 17 and reach out to other programs in the months ahead.

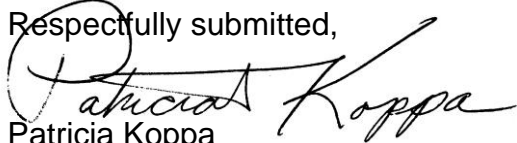
Chair LaBre asked Chief Dick to follow-up regarding who will replace him upon his retirement. Chair will contact the county bar association president and the chiefs of the smaller jurisdictions regarding representatives. Ms. Koppa was asked to contact the County Executive regarding his appointment among the Human Services Department Co-Directors.

Upon discussion, the consensus was to offer the citizen position again to Daniel Kopecky. Additionally, the elections should be the last item on the January 6 agenda so that everyone is present to vote.

As to the 2016 schedule, decided to schedule monthly meetings and cancel as appropriate because it is unclear how frequently meetings will be needed. Stay on the same schedule for both general and executive, except the January executive should be held a week early and the July general should be skipped in light of the Independence Day holiday.

Judge Rohrer moved to adjourn, Chief Dick seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:25 PM.

Respectfully submitted,


Patricia Koppa
Council Secretary