



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: January 19, 2017
TIME: 12:15 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 December 7, 2016 committee meeting minutes.
3. Update, discussion and possible action regarding:
 - a. TAD Webinar information.
 - b. Status of Coordinator/Therapist position.
4. Announcement of next meeting dates:
 - a. Council: February 1, 2017
 - b. Executive Committee: February 20, 2017
5. Adjournment.

Date: January 12, 2017

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
January 19, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: Attorney Ann Larson, District Attorney Jacalyn LaBre, Judge Mark Rohrer, Two Rivers Chief of Police Joe Collins, and Kevin Mueller

Others in attendance: Patricia Koppa, Lori Fure, Supervisor James Falkowski

Chair Jacalyn LaBre called the meeting to order at 12:15 p.m. Attendance taken, sheet to be provided at next Council meeting. A motion to approve the minutes of the November 21, 2016 meeting made by Judge Mark Rohrer with a second by Kevin Mueller. The motion was approved unanimously.

Chair LaBre asked Lori Fure regarding the TAD grant Webinar and other materials from the Department of Justice. Lori confirmed receipt of contract, though there have been some issues contacting individuals at the department. The webinar was held and introduced some requirements. There are still unanswered questions, but all appears to be focusing on the diversion portion of our request.

An individual has been hired as CJCC Coordinator/ Therapist and will start January 30, 2017. Manitowoc County is very fortunate as the individual, Jason Latva, has experience with pre-trial services, drug courts, aoda issues and the treatment and alternative programs in general. He should be a valuable addition to our team.

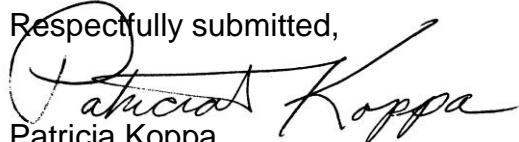
The state will begin tracking service immediately. Supervisor Falkowski is interested in the information being collected. Ms. Fure will provide him with the available details.

Judge Rohrer asked what the council should be doing in relation to the new position. All training will be through the HSD, but after initial orientation, he will need to meet with various council members to learn what work has been done and to prioritize his tasks. This is particularly true when looking at the risk assessment and starting our pre-trial services program.

Next Council meeting will be February 1, 2017. The Executive Committee will meet on February 20 unless there is a need to do so early. Ann Larson will also schedule a meeting for the "bail group."

Chief Joe Collins moved to adjourn, Attorney Larson seconded the motion and the meeting was adjourned at 12:35 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa", written over a horizontal line.

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: February 1, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 S. 9th Street, Manitowoc

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 corrections to December 7, 2016 meeting minutes.
3. Introduction of CJCC coordinator, Jason Latva.
4. Discussion of TAD grant implementation: update by Lori Fure.
5. Discussion led by Judge Mark Rohrer regarding Child Support Agency assistance and coordination with treatment alternative programs.
6. Announcement of next meeting dates:
 - a. Council: March 1, 2017
 - b. Executive Committee: February 20, 2017
7. Adjournment.

Date: January 25, 2017

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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Manitowoc County Criminal Justice Coordinating Council

Minutes

February 1, 2017

Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: Chief Joe Collins, County Board Supervisor James Falkowski, Lori Fure, Attorney Phil Hoff, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Chief JoAnn Mignon, Kevin Mueller, Cindy Oswald, Judge Mark Rohrer (Vice-Chair,) County Executive Bob Ziegelbauer, and Clerk of Court Lynn Zigmunt.

Excused/Absent: Sheriff Robert Hermann.

Others: Jason Latva, Amy Wergin, Patricia Koppa, Darlene Wellner, Cecilia Held, Angela Linderud, Patti Klien, Bridget Brennan Jason Jost.

Chair Jacalyn LaBre called the meeting to order at 4:47 p.m. Attendance sheet circulated. Chair LaBre asked if there were any corrections to the minutes of the December 7, 2016 meeting. Motion to approve as published by Chief Joe Collins, second provided by Supervisor James Falkowski and minutes were unanimously approved.

Lori Fure introduced Jason Latva the newly hired coordinator for the treatment and diversion programs. Mr. Latva will be listed with the State of Wisconsin as the CJCC Coordinator. He provided information regarding his experience. Jason is exactly the type of individual Manitowoc County needed for this position. He has the professional education and experience to create programming and get us off on the right foot; degrees emphasizing substance abuse and mental health counseling and he has been a regional coordinator with multi-county programs through Comprehensive Community Services and has experience with the Outagamie and Winnebago County Treatment Courts. Jason was warmly and enthusiastically welcomed by the council.

On the subject of the TAD grant, Ms. Fure reported regarding the additional paperwork and training to date. There will be a central data base created by the State. The grant rules require providing notice to the administrators any time changes are made. Mr. Latva will be responsible for figuring out the right contacts at the state level to keep our programming in compliance with the grant rules.

Judge Mark Rohrer asked questions about the scope of the grant. It truly appears this round of funding is for the pretrial services giving us a little more than requested for that portion but not enough to expand into the treatment court. Mr. Latva will work on this further, but given timing it may be what we are able to accomplish this year.

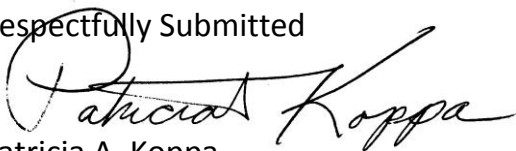
Judge Rohrer then introduced Bridget Brennan director of the Child Support Agency. Ms. Brennan and staff indicated that they are interested in working with any individuals involved with treatment programming so that consequences for failure to pay support do not interfere with the treatment. Often consequences can be delayed at agency discretion. From trainings, it seems that child support is often a part of the team assisting with recovery.

Others questioned how the consequence imposition and delay worked and whether that hurt the family. Since the money remains due, it does not harm the children and could increase the chances of long-term compliance with an order and increase in support payments.

Chair LaBre noted the that Executive Committee will meet on February 20 and, as the council membership wished to continue monthly meetings, the next regular meeting of the full CJCC will be on March 1 in the Public Health Building.

Supervisor Falkowski made the motion to adjourn. Attorney Larson seconded. Motion approved unanimously and meeting adjourned at 5:18 p.m.

Respectfully Submitted

A handwritten signature in black ink, reading "Patricia A. Koppa". The signature is fluid and cursive, with a large initial "P" and "K".

Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: February 20, 2017
TIME: 12:15 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 January 19, 2017 Executive Committee meeting minutes.
3. Discussion and update by Jason Latva regarding TAD programming under grant and role of the Council.
4. Discussion regarding the scheduled pre-trial services (Bail Workgroup) meeting.
5. Review of the System Maps.
6. Discussion regarding March 1 Council meeting agenda.
7. Announcement of next meeting dates:
 - a. Council: March 1, 2017. LOCATION CHANGE: Public Health Room 207
 - b. Executive Committee: March 20, 2017
8. Adjournment.

Date: February 16, 2017

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
February 20, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: Attorney Ann Larson, District Attorney Jacalyn LaBre, and Kevin Mueller.

Excused: Judge Mark R. Rohrer and Chief Joe Collins.

Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski.

Chair Jacalyn LaBre called the meeting to order at 12:20 p.m. Attendance taken, sheet to be provided at next Council meeting. A motion to approve the minutes of the January 21, 2016 meeting was made by Kevin Mueller, second by Ann Larson and approved unanimously.

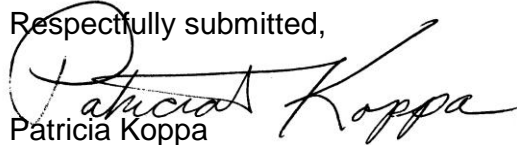
Chair LaBre turned the meeting over to Jason Latva, TAD grant coordinator. The Department of Justice expectations were explained; the intent was for both the pre-trial services and the drug court to begin. The funding should be sufficient to start both programs given that the first part of the year has been for planning. There will be a training in March regarding the CORE data system. The group discussed who should attend. A meeting will also be set up with the DOJ contact to discuss our plans. That will be set for April 3 if possible. The drug court team should attend. If this is set up, it will replace the general April 5 council meeting. Group discussed the team composition. Treatment options are next to consider. The next step is the policy and procedure portion of setting up the court. Ms. Koppa suggested starting with the thoughts in the 2013 grant application as it was very detailed. A pdf version will be sent to Mr. Latva for review. Everything will be evidence-based and core principle centered. This meets the grant requirements but is also strongly supported by Mr. Latva's experience.

Attorney Larson discussed the plan to convene the bail work group. There is some question regarding the scope of what we can do or want to do. Further discussion will take place at the meeting February 22. The assessment instrument was discussed. The Compass is available without cost. The pre-trial version is different and shorter than the version used by corrections. Of counties using a pre-trial RAI, 63% use the Compass. It is on the fourth generation and very reliable. Mr. Latva would like to have the assessment being used by May 1 and the court operating by June 1.

Next Council meeting will be March 1, 2017. Judge Rohrer will chair the meeting. Agenda will be updates from Mr. Latva and Attorney Larson. Reminder that it is in the Public Health building. Executive Committee will meet again on March 20.

Attorney Larson moved to adjourn, Kevin 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: March 1, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Public Health Building (LOCATION CHANGE)
Room 207
1028 S. 9th Street, Manitowoc

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 Vice Chair Judge Mark Rohrer.
2. Consideration and corrections to February 1, 2017 meeting minutes.
3. Discussion and update from Jason Latva regarding implementation of programing under TAD grant.
 - a. Pre-trial Services.
 - b. Pre-trial Diversion.
 - c. Treatment Court.
4. Discussion and update from Attorney Ann Larson regarding meetings of the bail workgroup
 - a. Information from the Jail – Deputy Inspector Jason Jost.
 - b. Services as part of diversion or separate concern.
5. Announcement of next meeting dates:
 - a. Council: May 3, 2017. April meeting will be replaced with Department of Corrections meeting – to be announced.
 - b. Executive Committee: March 20, 2017
6. Adjournment.

Date: February 23, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: March 1, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Public Health Building (LOCATION CHANGE)
Room 207
1028 S. 9th Street, Manitowoc

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 Vice Chair Judge Mark Rohrer.
2. Consideration and corrections to February 1, 2017 meeting minutes.
3. Discussion and update from Jason Latva regarding implementation of programing under TAD grant.
 - a. Pre-trial Services.
 - b. Pre-trial Diversion.
 - c. Treatment Court.
4. Discussion and update from Attorney Ann Larson regarding meetings of the bail workgroup
 - a. Information from the Jail – Deputy Inspector Jason Jost.
 - b. Services as part of diversion or separate concern.
5. Announcement of next meeting dates:
 - a. Council: May 3, 2017. April meeting will be replaced with Department of Corrections meeting – to be announced.
 - b. Executive Committee: March 20, 2017
6. Adjournment.

Date: March 1, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING NOTICE

DATE: Thursday, March 9, 2017

TIME: 10:30am - Noon

PLACE: Manitowoc County Human Services, 926 South 8th Street, Manitowoc

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
 - a. 2017 trainings
 - b. Monthly Celebrating 10's
3. Updates:
 - a. CJCC – Ann Larson and/or Patti Koppa
 - b. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina
 - c. Victims Workgroup – Stacy Ledvina
4. Data Presentation - 2016
5. 2017 dates: June 1, Sept 14, Dec 7, 2017 and discussion of topics for meetings.

Dated: March 1, 2017

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, March 9, 2017
TIME: 10:30am - 12:00pm
PLACE: Manitowoc County Human Services
926 South 8th Street, Manitowoc

1. Call to Order and Introductions

Attendees: Stacy Ledvina (Human Services), Ann Larson (Public Defender), Julie Poff (Human Services), Larry Ledvina (Sheriff's Office), Thomas Mann (JusticePoint), Chad Odegaard (Human Services), Lance Masters (MPSD), Lisa Strickland (Salvation Army), Mary Halada (Health Dept), Patti Koppa (Court Commissioner), Bob Dewane (Asst. DA), Jean Biegum (League of Woman Voters), Brian Kohlmeier (Two Rivers Police Dept), James Falkowski (County Board), Jason Latva (Human Services), Shea Halula (Starting Point), Mike Stone (Manitowoc Police Dept.), Kevin Haese (Sheriff's Office) .

2. Kids at Hope– Discussed upcoming Master's Institute in Phoenix in May, 2017. Lisa Quistorf and Craig Rysticken from TR School District, Stacie Cihlar and Kristin Lee from MPSD and Stacy Ledvina will be attending. There have been two trainings in 2017 – one in Jan and one in Feb. Additional trainings will be held later in the year. We have also been “Celebrating 10's” on the 10th of each month which includes emailing those interested about the great Kids at Hope work that is being done in our community.

3. Updates:

- a. CJCC – Jason Latva introduced himself and spoke about the work that is being done through the CJCC with Drug Treatment Court for adults.
- b. DRAI (Statewide Detention Risk Assessment Instrument) The data collection for the statewide DRAI will focus on all DRAIs 1/1/16-6/30/16. Sites have been working to submit data to the Dept of Justice for evaluation. Manitowoc's data is up to date and submitted to DOJ. Some sites have been experiencing difficulties with submitting the data in the form that DOJ is requiring. DRAI data for 2016 will be included in the presentation.
- c. Victims Workgroup – A meeting was held at the end of Jan. Discussion included restitution programming and community service opportunities that the county currently is utilizing. Another meeting will be held in fall.

4. Data presentation – Data on 2016 use of detention and referral to juvenile court was provided via PowerPoint. The PowerPoint will be sent along with the minutes for the meeting.

5. 2017 meeting dates –June 1, September 14, and December 7th, 2017.

Dated: March 14, 2017

Stacy Ledvina,
Manitowoc County JDAI Coordinator and
MYIN chair

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MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: March 20, 2017
TIME: 12:15 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 February 20, 2017 Executive Committee meeting minutes.
3. Discussion and update by Jason Latva regarding TAD programming Discussion of April 3 meeting with DOJ.
4. Discussion regarding April 5, 2017 Council meeting agenda.
5. Announcement of next meeting dates:
 - a. Council: April 5, 2017. Communications and Technology.
 - b. Executive Committee: April 17, 2017
6. Adjournment

Date: March 15, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
March 20, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance District Attorney Jacalyn LaBre, Judge Mark R. Rohrer, and Chief Joe Collins
(by telephone conference call.)

Excused: Attorney Ann Larson and Kevin Mueller.

Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski.

Chair Jacalyn LaBre called the meeting to order at 12:20 p.m. Attendance taken. Correction made to February 20, 2017 minutes to indicate the approved January meeting minutes were for January 19, 2017. A motion to approve the minutes as amended was made by Mark Rohrer, seconded by Chief Joe Collins and approved unanimously.

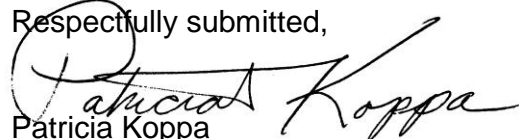
Chair LaBre turned the meeting over to Jason Latva, TAD grant coordinator. The drug court team has begun meeting. Met with materials on March 16. Copies provided to Pat Koppa to retain with Council records. Will meet again on March 23. Jason has been observing courts. Next set for the team will be to prepare a Mission statement, set goals and objectives. Will attend the Mandatory training for all new courts on June 6 – 8.

The April 3 meeting with the Department of Justice representatives has been set. Three will be attending to provide technical assistance and address issues encountered to date. Will provide information on using the CORE data system. Executive committee and drug court team all invited.

Discussed the scheduled April 5 meeting. It conflicts with the Hands around the Courthouse event. Given the April 3 meeting decided to cancel even though there had been no March meeting. Jason will provide a written update. The next meeting will then be May 3, 2017 with the Executive meeting scheduled for April 17.

Judge Rohrer moved to adjourn, Chief Collins seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:35 PM.

Respectfully submitted,

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

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: April 17, 2017
TIME: 12:15 p.m.
PLACE: Manitowoc County Courthouse Room 306
1010 South 8th Street, Manitowoc, WI 54220

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1. Call to order and roll call.
2. Consideration and correction, if any, of March 20, 2017 Executive Committee meeting minutes.
3. Discussion and update by Jason Latva regarding TAD grant implementation.
4. Discussion to set May 3, 2017 Council meeting agenda.
5. Announcement of next meeting dates:
 - a. Council: May 3, 2017. Communications and Technology.
 - b. Executive Committee: May 15, 2017
6. Adjournment.

Date: April 12, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
April 17, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: Present: Judge Mark R. Rohrer, Attorney Ann Larson, Kevin Mueller, and Chief Joe Collins Excused: District Attorney Jacalyn LaBre
Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski.

Vice Chair Judge Mark Rohrer called the meeting to order at 12:15 p.m. Attendance taken. A motion to approve the minutes was made by Ann Larson, seconded by Chief Joe Collins and approved unanimously.

Vice-Chair Rohrer turned the meeting over to Jason Latva, TAD grant coordinator. Jason provided all with a copy of the report he will send to all members of the CJCC. This is in place of the April meeting. Highlights: Meeting with the Department of Justice representatives about the grant was successful and answered many, though not all, questions. Following the meeting, Mr. Latva met with DA LaBre and got her thoughts about a pre-trial diversion program. He has been able to work out approximately 80% of the details subject to her agreement and input. As for the drug court, the DOJ meeting was not as helpful, but the team continues to meet and will again meet this evening (April 17). The design is progressing, as is the Policy and Procedure draft – currently at 50 pages!

One remaining question is the training involved to work with the Hawaii Proxy Screen. As it is only three verifiable questions, it is not clear why the DOJ representatives felt only trained individuals should ask the questions. Group is concerned about what this possibly means; Mr. Latva will work on getting an answer.

Mr. Latva has made contact regarding the training for using of the COMPASS. Kristine Palmer (from Department of Corrections) will help arrange this. As Mr. Latva selects programing, he is working on the appropriate trainings, including for a therapy proven to meet evidence based practice standards using a Cognitive Behavioral approach. This would meet our needs and goals. To reduce our expense, Mr. Latva proposes to open the training to other counties.

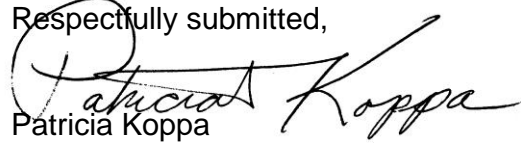
Discussed attendance at various conferences and some miscellaneous items. Since the core drug court team is to attend programs in May and June, there is concern regarding the availability of any one to attend a national conference in July. Judge Rohrer suggested participation by Commissioner Pat Koppa. This will be looked at. There is support from all members of the Human Services Board for the additional therapist position to help staff the drug court and diversion programs. This would be in the 2018 budget; or the approved part-time position could be expanded.

Vice Chair Rohrer started discussion on the May 3 Council meeting agenda. Attorney Larson felt it should be an opportunity for the group to get up to date and ask questions. To help during this implementation phase, Ms. Koppa will begin to share the Executive Committee minutes by email with the full council and all other interested persons on the mailing list. She will also distribute Mr. Latva's report with minutes of this meeting. Group discussed and set the agenda.

Next Executive Committee meeting will be May 15 again at 12:15. While that only permits about 30 minutes to meet, it seems to be sufficient for most situations.

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

Respectfully submitted,

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

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: May 3, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications And Technology Building, Room 111-112
1024 South Ninth Street, Manitowoc

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 corrections to February 1, 2017 meeting minutes.
3. Report from Executive Committee.
4. Report on TAD grant implementation: Jason Latva.
 - a. Pre-trial Diversion.
 - b. Drug Court.
 - c. Hawaii proxy screen.
5. Discussion including question and answer period regarding progress to date and next steps in grant implementation.
6. Announcement of next meeting dates:
 - a. Council: June 7, 2017.
 - b. Executive Committee: May 15, 2017.
7. Adjournment.

Date: April 19, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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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

Minutes

May 3, 2017

Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: County Board Supervisor James Falkowski, Lori Fure, Attorney Phil Hoff, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Chief JoAnn Mignon, Kevin Mueller, Cindy Oswald, Judge Mark Rohrer (Vice-Chair), and County Executive Bob Ziegelbauer.

Excused/Absent: Chief Joe Collins, Sheriff Robert Hermann, and Clerk of Court Lynn Zigmunt.

Others: Amy Wergin, Patricia Koppa, Darlene Wellner, Jean Biegun, Patti Klein, Jason Jost, Cecilia Held, Mary Wallace, Nancy Slattery.

Chair Jacalyn LaBre called the meeting to order at 4:48 p.m. Attendance sheet circulated. Chair LaBre asked if there were any corrections to the minutes of the February 1, 2017 meeting. Hearing none, motion made by Judge Mark Rohrer, seconded by Ann Larson, to approve. Unanimously approved.

Judge Rohrer reported on the executive meeting. Jason Latva presented regarding the Drug Court teams progress in setting up the court, educational programs to be attended, TAD grant status and the Hawaii proxy screen. Committee also set the agenda for May Council meeting.

Jason Latva then provided council membership with update regarding the various grant related programs and issues he has been working on since February. A policy draft regarding pre-trial diversion is being worked on with DA LaBre. An issue regarding both diversion and the court is UA testing and how this will be accomplished. Mr. Latva is meeting with various agencies that do this to get information on the options. Persons trained in administering and a location are potential hurdles. The Drug Court Team has been meeting regularly and included Judge-Elect Bob Dewane. The mission statement, goals and objectives have been drafted. Currently working on the eligibility requirements and the phases of program. Team will visit operating courts. Mr. Latva has observed several, with the full team scheduled to visit Eau Claire County. Team is also participating in state and even national training programs in May, June and July.

A concern had been raised regarding use of a popular screen, the Hawaii Proxy Screen. This is used in many existing programs as the first test of eligibility. The Screen consists of three verifiable questions. When last meeting with the Department of Justice, representatives gave the impression that training was more involved than was anticipated. Mr. Latva has spoken with users to find there is a need to ask the questions consistently and make certain the answers given are consistent as well. This screen will be used along with the COMPASS assessment for both drug court and diversion applicants. Other jurisdictions find a high correlation between the proxy screen and compass scores.

Judge Rohrer elaborated that the proxy questions could be administered by law enforcement. In order to reach that stage, training will be needed at that level. But this is why no decision has yet been made.

At this point, Chair LaBre opened the floor to those with questions or comments. The following topics were addressed:

Timing to begin the programs? Need to resolve a few issues, but want to begin as soon as possible. Target is July 1, no later than August 1 to start Drug Court.

Recouping testing cost? To be addressed by the Court Team, but some funding was included in the grant request. Failed tests will likely be subject to recoupment. Participant insurance will be billed first. So getting insurance if not enrolled will be a first step.

Therapy providers? There are insufficient programs in community. Will provide in house at Human Services Department with additional staff hired by with grant. This cost is also subject to insurance billing.

Eligibility? Being determined by the team. Some requirements are within the terms of the grant itself. Is law enforcement willing to administer the proxy screen? Have not reached this point in the decision making process. Have not approached; will do so when answers regarding the required training are obtained.

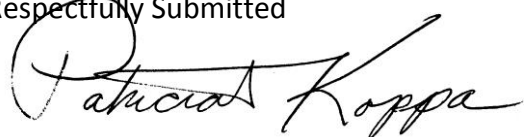
Data? Will use the state system. Have not yet been trained on it. May be usable for other HSD programs. Not clear when training will be available.

Chair LaBre opened discussion regarding meeting dates. With the trainings being attended, that is likely what will be happening over summer. Mr. Latva willing to provide a written update in lieu of meetings. Judge Rohrer moved that the June and July Council meetings be cancelled and replaced by a written report. Chief JoAnn Mignon seconded the motion. Unanimously passed. The next Council meeting will be August 2, 2017. The Executive Committee will continue to meet with the next meeting being May 15, 2017.

Congratulations were extended to Amy Wergin who received the 2017 Democracy in Action award from the League of Women Voters for her work on the TAD grant. The award presentation will be on May 23. Ms. Wergin is unable to attend. Mr. Latva is speaking at the event but will be leaving and won't be able to mingle. Chief Mignon volunteered to attend to accept the award for Ms. Wergin and discuss the CJCC during social periods of the evening. Council members previously received an invitation to attend the event. Darlene Wellner thanked all members of the council and everyone involved in reaching this point. The Drug Court and Pretrial Alternatives have been sought for many years and it is exciting to see the progress.

Judge Rohrer made the motion to adjourn. Supervisor James Falkowski seconded. Motion approved unanimously and meeting adjourned at 5:18 p.m.

Respectfully Submitted

A handwritten signature in black ink, reading "Patricia A. Koppa". The signature is fluid and cursive, with the first name "Patricia" being more prominent and the last name "Koppa" following in a similar style.

Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: May 15, 2017
TIME: 12:15 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 April 17, 2017 Executive Committee meeting minutes.
3. Report, discussion and action regarding:
 - a. Drug Court
 - b. Pre-trial Diversion
 - c. Other TAD grant related
4. Discussion of any other CJCC business, including juvenile justice, to be included on next agenda.
5. Announcement of next meeting dates:
 - a. Executive Committee: June 19, 2017
 - b. Council: August 2, 2017.
6. Adjournment

Date: May 9, 2017

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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NOTE: The CJCC Executive Committee was not held as there was not a quorum present. Therefore, no minutes or attendance report are available for this meeting.

MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: May 15, 2017
TIME: 12:15 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 April 17, 2017 Executive Committee meeting minutes.
3. Report, discussion and action regarding:
 - a. Drug Court
 - b. Pre-trial Diversion
 - c. Other TAD grant related
4. Discussion of any other CJCC business, including juvenile justice, to be included on next agenda.
5. Announcement of next meeting dates:
 - a. Executive Committee: June 19, 2017
 - b. Council: August 2, 2017.
6. Adjournment

Date: May 9, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING NOTICE

DATE: Thursday, June 1, 2017

TIME: 10:30am - Noon

PLACE: Manitowoc County Human Services, 926 South 8th Street, Manitowoc

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
 - a. Master's Institute Report Out – Stacy Ledvina
 - b. 2017 –upcoming tranings
 - c. Monthly Celebrating 10's
3. Updates:
 - a. CJCC – Ann Larson and/or Patti Koppa
 - b. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina
4. Manitowoc County Youth Risk Behavior Survey (YRBS) – Mary Halada (Health Department).
5. 2017 dates: Sept 14, Dec 7, 2017 and discussion of topics for meetings.

Dated: May 21, 2017

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, June 1, 2017

TIME: 10:30am - 12:00pm

PLACE: Manitowoc County Human Services, 926 South 8th Street, Manitowoc

1. Call to Order and Introductions

Attendees: Stacy Ledvina (Human Services), Ann Larson (Public Defender), Julie Poff (Human Services), Larry Ledvina (Sheriff's Office), Thomas Mann (JusticePoint), Chad Odegaard (Human Services), Lance Masters (MPSD), Mary Halada (Health Dept), Patti Koppa (Court Commissioner), Bob Dewane (Asst. DA), Jean Biegun (League of Woman Voters), Jason Latva (Human Services), Dave Vorpahl (Manitowoc PD), Katherine Ashton (InCourage), Theresa Gregor (InCourage), Rodney Zahn (Human Services), Christma Hochkammer (Youth Diversion).

2. Kids at Hope–

- a) Master's Institute – Stacy Ledvina, Lisa Quistorf (Superintendent of TR Schools), Craig Rysticken (Associate Principal TR High School), Kristin Lee (Mckinley Academy) and Stacie Cihlar (Jefferson Elementary Principal) attended in Phoenix in May. Erin Gruwell (movie Freedom Writers was based on Erin's work with youth in Long Beach, CA) was a keynote and was amazing. Manitowoc will be looking at the possibility of bringing Erin to Manitowoc to further Kids at Hope work in the community.
- b) 2017 Upcoming Training – June 27th or July 13th – flyer is attached.
- c) Monthly Celebrating 10's – a monthly email will continue to be generated, focusing on the work that is being done with Kids at Hope. June 10th will feature the Youth Diversion Program.

3. Updates:

- a) CJCC – Jason Latva provided an update. 6 drug treatment courts have been observed and a 3 day conference for new drug courts was attended. There will be training in July for Moral Reconciliation Therapy. 7 people from Manitowoc will be trained. An AODA therapist will be hired through HSD to work on intensive outpatient services and relapse prevention. The phases of the treatment court have been developed and the next step is to work on the sanctions and incentive grids. The next CJCC meeting will be held on Aug 2nd at 445pm at the C&T Building. Minutes for the meetings can be found on the county website.
- b) DRAI (Statewide Detention Risk Assessment Instrument). Data has been sent in a second format to the Dept of Justice for evaluation. More will be reported when details are known. Manitowoc continues to use the DRAI and collect the data for further review and evaluation.

4. Manitowoc County Youth Risk Behavior Survey) – Mary Halada, Health Dept. Mary provided a presentation on data that was collected from Manitowoc area schools in February of 2017. Power Point presentation on data from the middle school grades and the high school are attached. DPI has been collecting statewide data since 1993 and Manitowoc began collecting data in 2005.
5. Youth Diversion Program – Christma Hochkammer shared that the SMART (Self-Management and Recovery Training) Recovery is a group based support system for youth with any addictive behavior issues. A flyer with details on SMART is attached – please feel free to share. The Youth Diversion Rummage Sale/Fundraiser flyers were also share and are attached.
6. 2017 meeting dates: September 14, 2017 and December 7. 2017. Please let Stacy Ledvina know if you have any topics for discussion.

Dated: June 6, 2017

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: June 5, 2017
TIME: 12:15 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 April 17, 2017 Executive Committee meeting minutes. (Note: May 15, 2017 meeting was not held.)
3. Report, discussion and action regarding:
 - a. Drug Court.
 - b. Pre-trial Diversion.
 - c. Other TAD grant related.
4. Discussion of any other CJCC business, including juvenile justice, to be included on next council agenda.
5. Announcement of next meeting dates:
 - a. Executive Committee: June 19, 2017 or other date.
 - b. Council: August 2, 2017.
6. Adjournment.

Date: May 30, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
June 5, 2017 12:20 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: Attorney Ann Larson, District Attorney Jacalyn LaBre, and Kevin Mueller
Absent: Two Rivers Chief of Police Joe Collins, and Judge Mark Rohrer
Others in attendance: Patricia Koppa, Supervisor James Falkowski

Chair Jacalyn LaBre called the meeting to order at 12:20 p.m. Attendance taken. A motion to approve the minutes of the April 17, 2017 meeting was made by Kevin Mueller with a second by Ann Larson. Upon the vote, motion approved unanimously.

Chair LaBre, in the absence of Jason Latva, reported on the drug court and pre-trial diversion programs. Both are held up by the need for drug screens. The issue is a location and staff person to monitor the testing. One of the private agency will likely be given a contract. Jason is doing the research and a bid if required would be processed by Human Services. Also exploring options with Jason Jost as the jail has a need for screening as well.

The Drug Court team is still working on the program phases. The pre-trial diversion is ready to go once screening can be arranged. The Hawaiian Proxy will be used to help select candidates. However, since the target is a small group of participants for the balance of 2017, the screen will be given to only those that might qualify to participate. Anticipated that Jason will be able to do this himself.

Discussion of Jason's office being relocated to Courthouse.

For the August CJCC meeting, should see if Stacy Levina can report regarding Juvenile Justice. As far as any additional work, there are so many changes taking place considering the judicial change and need for a new DA that focus should be the drug court and pre-trial diversion.

No executive committee meeting is needed for June 19 so next Executive meeting will be July 17.

Kevin Mueller moved to adjourn; Ann Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:35 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa", written over a horizontal line.

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: July 17, 2017
TIME: 12:15 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 5, 2017 Executive Committee meeting minutes.
3. Reports and action, if required, regarding: (discussion will overlap due to interplay between programs.)
 - a. Drug court team travels
 - b. Drug court implementation
 - c. UA testing and monitor
 - d. Assessment tool
 - e. Diversion Program readiness
 - f. Bail/conditions of release subcommittee
 - g. Presentation on drug court at July 25 bar luncheon
4. Announcement of next meeting dates:
 - a. Council: August 2, 2017
 - b. Executive Committee: August 21, 2017
5. Adjournment

Date: July 11, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
July 17, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: District Attorney Jacalyn LaBre, Judge Mark Rohrer, and Kevin Mueller
Excused: Attorney Ann Larson, Two Rivers Chief of Police Joe Collins
Others in attendance: Patricia Koppa, Jason Latva, Nancy Slattery and Jean Biegun.

Chair Jacalyn LaBre called the meeting to order at 12:19 p.m. Attendance taken, sheet to be provided at next Council meeting. A motion to approve the minutes of the June 5, 2017 meeting was made by Mark Rohrer with a second by Kevin Mueller. Upon the vote, motion approved unanimously.

Chair LaBre turned the meeting over to Jason Latva who presented an information sheet addressing the agenda issues.

The drug court team visited a total of six other drug courts. Additionally members all (except Jason) attended the mandatory training through the state. Four members participated in the Wisconsin Association of treatment Court Professionals 3 day conference and two were able to attend the national conference. Judge elect Dewane went to Washington and has been participating. The Drug Court is very near operation. Materials have all been submitted for approval There will be a first session, though likely without any participants, on August 16. Drug screening will be performed by Justice Point at their offices at Clarkbridge Hall in Manitowoc. Additional services will be provided by Options Labs in Appleton. This will permit insurance billing when appropriate. Training for the COMPAS risk assessment has been attended by two individuals and the third will be trained in August. The COMPAS will be used to measure the level of services to be provided.

The Diversion program is also in the approval stage. The first step for all action will be the risk assessment based upon the Hawaiian Proxy with a few additional questions. This will be tested during the Week of July 24 will implementation beginning August 1, when Commissioner Koppa returns from vacation.

Moral Reconciliation Therapy training is being made available to our therapists by providing an open training. Thirty Five participants from other jurisdictions are attending. This covered our training costs saving grant monies for other needs.

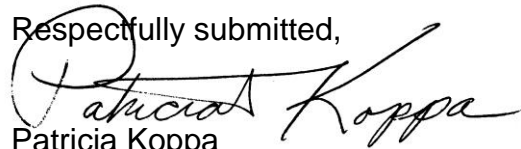
Discussion followed. There are plans for assisting participants with employment. Contact has been made with the Community Services Coordinator - Doreen Bessert as well as Shirley Blau with Lakeshore CAP. The state is hoping to fast track program approvals. Drug Court will be weekly on Wednesdays. Plan is to begin serving 5 individuals. Since they must go through most of the court process to participate, expect to have candidates sometime in late September.

Finally for the Bar Association presentation, if Attorney Larson is not attending, the presentation will be provided as an update by Judge Rohrer and DA LaBre. Focus should be on questions relevant to the defense bar regarding client participation.

Next Council meeting will be August 2 and chaired by Judge Rohrer in DA LaBre's absence. Will provide essentially the same information with updates. Executive committee should meet on August 21.

Kevin Mueller moved to adjourn, Judge Rohrer seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:45 PM.

Respectfully submitted,

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

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: August 2, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications And Technology Building, Room 111-112
1024 South Ninth Street, Manitowoc

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 corrections to May 3, 2017 meeting minutes.
3. Reports and action, if required, regarding: (discussion will overlap due to interplay between Programs.)
 - a. Drug court team travels
 - b. Drug court implementation
 - c. UA testing and monitor
 - d. Assessment tool
 - e. Diversion Program readiness
 - f. Bail/conditions of release subcommittee
4. Announcement of next meeting dates:
 - a. Council: September 6, 2017.
 - b. Executive Committee: August 21, 2017.
5. Adjournment.

Date: July 26, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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Manitowoc County Criminal Justice Coordinating Council

Minutes

August 2, 2017

Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: County Board Supervisor James Falkowski, Lori Fure, Attorney Phil Hoff, Attorney Ann Larson, Kevin Mueller, Cindy Oswald, Judge Mark Rohrer (Vice-Chair), and County Executive Bob Ziegelbauer.

Excused/Absent: Chief Joe Collins, Sheriff Robert Hermann, District Attorney Jacalyn LaBre (Chair), Chief JoAnn Mignon, and Clerk of Court Lynn Zigmunt.

Others: Patti Klein, Amy Wergin, Patricia Koppa, Darlene Wellner, Jason Jost, Jean Biegen, Samantha Hecht.

Vice Chair Judge Mark Rohrer called the meeting to order at 4:47 p.m. Attendance sheet circulated. Vice Chair Rohrer asked if there were any corrections to the minutes of the May 3, 2017 meeting. Kevin Mueller moved to approve the minutes as published and Supervisor James Falkowski seconded the motion. Motion passed unanimously.

Turned meeting over to Jason Latva, Drug Court and Diversion services coordinator. Jason reported on the many activities of the Drug court team, status of the diversion program and the bail (conditions of release) workgroup.

- Team travels for training to Madison, Wisconsin Dells and Washington DC.
- Team travels to observe drug courts in operation: one or more members visited six different courts around the state.
- Status of Drug Court policies and procedures for implementation. Anticipated start date, even if only for a dry run, will be August 16, 2017. May be able to review candidates. As ours is a post-conviction court, no one will be through the process to fully participate.
- UA testing and monitoring arrangements will be through Justice Point at their office in the Clarkbridge building.
- Assessment tool for services within the Drug Court – Compass. Training is progressing for the three treatment providers.
- Diversion program has been structured and was just approved by the State as of August 1.
- A screening assessment has been created and is being completed by those booked into the jail. Consists of the Hawaiian tool which is scored, and four additional questions.

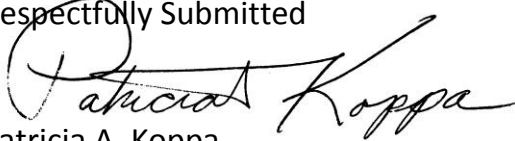
- Treatment. AODA treatment for the participants will all be provided by Manitowoc County Human services up to intensive outpatient. Contracted spots are available if inpatient treatment is needed.
- The Moral Reconation Therapy training for this has been completed.

Meeting was opened to questions for all attending. Discussed issues of reaching the rest of the individuals charged with crimes and other specifics, including the identified next issue of a reporting center.

Several of those present offered praise to the team and to Mr. Latva for all the work and progress to date. Look forward to hearing of continued progress. Noted that there has been success due to the availability of increased AODA services, not only for those accused of criminal activity but for the community as a whole.

Motion to adjourn was made by Supervisor Falkowski and Attorney Hoff provided the second. Meeting was adjourned at 17:08 p.m.

Respectfully Submitted

A handwritten signature in black ink, reading "Patricia A. 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: August 21, 2017
TIME: 12:15 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 July 17, 2017 Executive Committee meeting minutes.
3. Reports and action, if required, regarding: (discussion will overlap due to interplay between programs.)
 - a. Drug court implementation
 - b. Assessment tool
 - c. Diversion Program implementation
 - d. Bail/conditions of release subcommittee
4. Announcement of next meeting dates:
 - a. Council: September 6, 2017.
 - b. Executive Committee: September 18, 2017
5. Adjournment

Date: August 17, 2017

Chair Jacalyn LaBre

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County Criminal Justice Coordinating Council
Executive Committee
August 21, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

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

Excused: Two Rivers Chief of Police Joe Collins

Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski, Nancy Slattery

Chair Jacalyn LaBre called the meeting to order at 12:18 p.m. Attendance taken. A motion to approve the minutes of the July 17, 2017 meeting was made by Judge Mark Rohrer with a second by Ann Larson. Upon the vote, motion approved unanimously.

Chair LaBre turned the meeting over to Jason Latva. The initial session of drug court took place on August 16, 2017 as a staffing. No participant was present but believe the first will be ready to begin on August 23. That will be a plea and introduction of phase one requirements.

The state required some changes to the drug court documentation. The changes were made and official approval has been granted. The initial assessment process is currently set and need not be on future agendas subject to a change being requested.

Diversion program letter of introduction will be sent upon charge referral to all persons not held in custody. This will allow participation in diversion before the charges are in CCAP. Target of this program is the first and second time offender.

Bail questionnaire has been modified as Commissioner Koppa feels it must be in the court file if being "used" by all at the bail hearing. Training for attorneys is needed; will be set up in September.

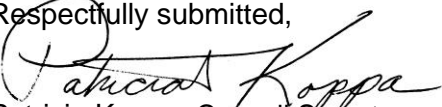
Supervisor Falkowski asked about sanctions under diversion program versus the drug court. Both programs have a range of sanctions and do not provide for automatic dismissal for minor violations.

There is one service area still missing for the drug court. A temporary living facility is needed for females. Attendees offered suggestions and concerns about available resources to be contacted by Mr. Latva.

Chair LaBre noted the next meeting of the council will be September 6. In addition to the drug court update, should have a report from Stacy Ledvina regarding juvenile justice program.. September 18 is the next Executive Committee meeting.

Judge Rohrer moved to adjourn, Attorney Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:43 PM.

Respectfully submitted,


Patricia Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: September 6, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications And Technology Building, Room 111-112
1024 South Ninth Street, Manitowoc

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 corrections to August 2, 2017 meeting minutes.
3. Reports and action, if required, regarding: (discussion may overlap due to interplay between programs.)
 - a. Drug court implementation.
 - b. Diversion Program implementation.
 - c. Needed resources or assistance.
4. Bail/conditions of release subcommittee.
5. Report by Stacy Ledvina regarding juvenile justice programing and Manitowoc Youth Intervention Network.
6. Announcement of next meeting dates:
 - a. Council: November 1, 2017.
 - b. Executive Committee: September 18, 2017.
7. Adjournment.

Date: August 30, 2017

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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Manitowoc County Criminal Justice Coordinating Council

Minutes

September 6, 2017

Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: Chief Joe Collins, County Board

Supervisor James Falkowski, Lori Fure, Attorney Phil Hoff, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Chief JoAnn Mignon, Kevin Mueller, County Executive Bob Ziegelbauer, and Clerk of Court Lynn Zigmunt.

Excused/Absent: Sheriff Robert Hermann, Cindy Oswald, Judge Mark Rohrer (Vice-Chair).

Others: Patricia Koppa, Darlene Wellner, Jason Latva, Patti Klein, Stacy Ledvina.

Chair Jacalyn LaBre called the meeting to order at 4:36 p.m. Attendance sheet circulated. Chair LaBre asked if there were any corrections to the minutes of the August 2, 2017 meeting. None were offered. Supervisor James Falkowski moved to approve and Chief JoAnn Mignon provided the second. Unanimously approved.

Chair LaBre recognized Jason Latva, Drug Court and Treatment Alternative Program Coordinator to provide an update and report. First drug court staffing and session with a participant took place today (September 6.) One accepted client but there are three in progress, cases must reach the end stage. Everything went very well and team believes there is promise. Noted while the staffing portion is closed, the court portion is an open hearing. Also, since using criminal standards, "adult" includes 17 year olds.

Diversion program – Mailed the first set of letters offering pre-charge diversion opportunity to defendants. They have 10 days to respond.

Program resources – There was a need to arrange sober living facilities and initially concern whether female units were available in community. Hope House has stepped up to provide. As for the males, presentation has been given to Marco officials. Haven was previously approached as well. One of these resources will be used. With this step, all stages of need can be addressed by the programming.

Attorney Ann Larson reported regarding the Bail/ Conditions of Release committee. The proxy is being completed and provided to attorneys and commissioner for bail hearings. A scheduled training for September 12 is being postponed until new public defender is in place.

Stacy Ledvina reported regarding Manitowoc Youth Intervention Network and juvenile justice activities. The next MYIN meeting will be in December; currently on a quarterly meeting cycle. Within staff, continuing Trauma Informed Care training and are reaching out to educators. County use of the Juvenile Detention for the year is slightly up, but not enough to be concerning; our numbers remain very low so this is expected. Stay length has increased as the most difficult cases lead to detention; often include runaway behaviors. The alternatives through Justice Point and the Wellness Center continue, but will be tweaked due to budget considerations, (a funding shift to child welfare unit due to high need.) Continue to apply for grant funding, currently one for collaborative problem solving training and programming. Reminded everyone about Kids at Hope initiative and reported on successes there. To meet client needs, transitioning a lot of the programming from paper to digital resources.

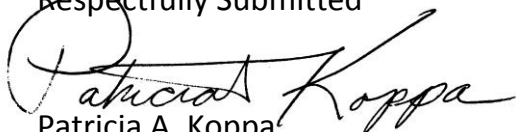
Discussion followed. Programming continues to be intervention rather than preventative. There are youth drug users, but finding they are not ready to directly address treatment. There are generally 90 youth receiving services and 10 % believed to be involved with drug use.

Chair LaBre thanked all for reports and discussion participation. There will be no October meeting; next Council date is November 1. Council members and participants should begin to consider what is next for council efforts. The Executive Committee needs to be rescheduled as it conflicts with County Department director meeting.

Darlene Wellner invited all to attend a public event on September 7, 2017 sponsored by RUTH.

Supervisor Falkowski made the motion to adjourn. Chief Mignon seconded and meeting adjourned at 5:11 p.m.

Respectfully Submitted


Patricia A. Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: October 30, 2017
TIME: 12:15 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 21, 2017 Executive Committee meeting minutes.
3. Reports and action, if required, regarding: (discussion will overlap due to interplay between programs.)
 - a. Drug court update
 - b. Diversion Program update
 - c. Bail/conditions of release subcommittee
4. Discussion regarding areas to be next addressed.
5. Announcement of next meeting dates:
 - a. Council: November 1, 2017
 - b. Executive Committee: November 20, 2017
6. Adjournment.

Date: October 24, 2017

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
October 30, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: District Attorney Jacalyn LaBre, Chief Joe Collins, and Kevin Mueller

Excused: Judge Mark Rohrer, Attorney Ann Larson

Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski

Chair Jacalyn LaBre called the meeting to order at 12:15 p.m. Attendance taken. A motion to approve the minutes of the August 21, 2017 meeting was made by Chief Joe Collins with a second by Kevin Mueller. Upon the vote, motion approved unanimously.

Chair LaBre asked if there is anything to say about the bail committee in Attorney Larson's absence. Patricia Koppa noted that the training should take place. It is more an awareness session so lawyers know what the information does and doesn't mean for purposes of bail.

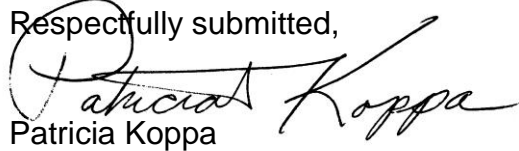
Chair LaBre turned meeting over to Jason Latva. Reported that Drug Court is going very well. Two consecutive weeks of clean testing for all five participants. Clients are responding well to judge and programming. Success can be attributed to quality of treatment and the structure provided to the participants. Going forward, there is likely a change needed to the UA testing materials and Justice Point may begin to play a greater roll in the monitoring. Expect to start monitoring for alcohol use as well as drug. Reward and sanction structure is working easy for team to follow. The system is seamless and that reduces the risk for delayed responses. Judge Rohrer has been very effective. Obtained buy-in from the clients. They are responding to praise and consequences.

Diversion program is just beginning. Response has not been great. Perhaps lack of trust and understanding but will continue to make the efforts. First client has been selected and second is in progress. These individuals will be at the other end of the spectrum from the drug court participants. Participation begins pre-filing of the charges – a deferred prosecution arrangement.

Next Council meeting will be November 1. November 20 is the Executive Committee meeting.

Mr. Mueller moved to adjourn, Chief Collins seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:50 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa", written over the typed name.

Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: November 1, 2017
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications And Technology Building, Room 111-112
1024 South Ninth Street, Manitowoc

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 corrections to September 6, 2017 meeting minutes.
3. Reports and action, if required, regarding: (discussion may overlap due to interplay between programs.)
 - a. Drug court update.
 - b. Diversion Program update.
 - c. Bail/conditions of release subcommittee.
4. Report from Executive Committee regarding areas to be next addressed; Discussion
5. Announcement of next meeting dates:
 - a. Council: December 6, 2017 or January 3, 2018.
 - b. Executive Committee: November 20, 2017.
6. Adjournment.

Date: October 24, 2017

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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Manitowoc County Criminal Justice Coordinating Council

Minutes

November 1, 2017

Manitowoc Communications and Technology Building, Rm 111/112

Attendance: Council members Present: Judge Robert Dewane, County Board Supervisor James Falkowski, Lori Fure, Sheriff Robert Hermann, Attorney Phil Hoff, District Attorney Jacalyn LaBre (Chair), Attorney Ann Larson, Kevin Mueller, Cindy Oswald, Judge Mark Rohrer (Vice-Chair), and County Executive Bob Ziegelbauer.

Excused/Absent: Chief Joe Collins, Chief JoAnn Mignon, Clerk of Court Lynn Zigmunt.

Others: Patricia Koppa, Darlene Wellner, Jason Latva, Austin Lucas, Jerry Mutchie, Don Sweet, Cecilia Held, and Jean Bergean.

Chair Jacalyn LaBre called the meeting to order at 4:47 p.m. Attendance sheet circulated. Chair LaBre asked if there were any corrections to the minutes of the September 6, 2017 meeting. No corrections were offered. Supervisor James Falkowski moved to approve the minutes. Kevin Mueller provided the second and minutes were unanimously approved.

Chair LaBre turned the meeting over to Jason Latva.

Drug court. Currently five clients with very good success for this point in the process. Are beginning to interview for the next seven slots that can be accepted during 2017. The current group has achieved three successive weeks of full sobriety. There have been few barriers to providing the services needed. The drug court team is professional and functioning like a more senior team. The years of work leading up to the court process and the training attended has paid off. Judge Rohrer is performing well as the drug court judge; he has been effective and the participants are responding.

Mr. Latva introduced the treatment team: Austin Luca, Jerry Mutchie, Don Sweet along with Co-Director of Human Service Lori Fure. This team approach has resulted in seamless integration of services and immediate responsivity to issues. Doing it all in house has made the program better. Able to provide service to the broader community as well. The CCS wrap around services and Intensive outpatient programming are included. Families become part of the process.

Repeating- the advance work was instrumental in the rapid success upon implementation. Results can be seen after only a few months work as the participants are improving their lives. Using the Wisconsin Recovery Thermometer which measures fifteen elements of recovery.

Judge Rohrer commented that the success is attributable to the quality of the providers and programming that has been assembled. Ann Larson emotionally expressed her gratitude as defense counsel; after fifteen plus years, there is hope for some of her clients that need help. The treatment team is a miracle. Darlene Wellner thanked everyone for the work. She observed a session and was pleased to see everything working so smoothly.

Final note from Judge Rohrer: these clients were not selected because there was a guarantee of success, they truly are addicted and in need of services. They were ready to try to change to avoid prison. Clients are high risk, high need.

Diversion Program

Information has been provided to potential candidates. This is on the other end of the spectrum. An offer of treatment to avoid the charges. It is a deferred prosecution program, but before the charge is “in the system” for all to see. If a candidate fails, the charges will be issued. One candidate interviewed and another being processed.

Ultimately, this group will be larger than the group served by the drug court due to needing less supervision. How many in each of the two groups requires a balancing of need and resources. At this time number of clients which can be best served is unknown.

Bail/Condition of Release

Attorney Larson reported that this could be the next area of intense work. The risk assessment is in use but staff training is still needed so counsel and court know what the result means and how to use the information. Additionally there are no services to offer at this stage to help assure success while on conditional release with or without the cash element.

Chair LaBre moved to the next agenda item which was what work is needed next. The executive committee mentioned issues regarding mental health, domestic violence. In checking some numbers on the domestic violence offenses, Chair LaBre feels there has been a notable increase. Asked for other possible areas of concern:

Attorney Larson – warrants and those voluntarily reporting; is there a way to resolve without booking into jail?

Judge Rohrer – concern that warrants from the municipal courts for failure to pay could create additional stress for those in the treatment programs. Also, housing is an issue.

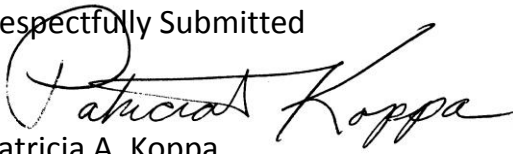
Commissioner Koppa – 17 year olds in the adult system – deferred prosecution option such as Outagamie?

Treatment staff – Project YES
Chair LaBre asked regarding the need for a December meeting. As it appears one is unnecessary, next meeting will be January 3.

Also elections for the board and appointments to the council must be done in January as required each even numbered year.

No further business Judge Rohrer moved to adjourn with a second from County Executive Bob Ziegelbauer. Motion approved unanimously and meeting adjourned at 5:26 p.m.

Respectfully Submitted


Patricia A. Koppa
Council Secretary



MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING NOTICE

DATE: Thursday, December 7, 2017

TIME: 10:30 a.m. - Noon

PLACE: Manitowoc County Human Services, 926 South 8th Street, Manitowoc

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. Disproportionate Minority Contact Grant/training
3. Early Intervention Grant Funding for 2018
4. Kids at Hope Updates: 2nd Annual Celebrating 10's event and upcoming events
5. Updates:
 - a. CJCC – Ann Larson and/or Patti Koppa
 - b. DRAI (Statewide Detention Risk Assessment Instrument) – Stacy Ledvina
6. Manitowoc County contract with Justice Point – 2018 changes to youth justice programming.
7. 2018 schedule for meeting.

Dated: November 30, 2017

Stacy Ledvina,
Manitowoc County JDAI Coordinator and
MYIN chair

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MANITOWOC YOUTH INTERVENTION NETWORK (MYIN) MEETING MINUTES

DATE: Thursday, December 7, 2017

TIME: 10:30am - 12:00pm

PLACE: Manitowoc County Human Services, 926 South 8th Street, Manitowoc

1. Call to Order and Introductions

Attendees: Stacy Ledvina (Human Services), Ann Larson (Public Defender), Thomas Mann (JusticePoint), Chad Odegard (Human Services), Lance Masters (MPSD), Jill Vendetti (Asst. DA), Jean Biegun (League of Woman Voters), Dave Vorpahl (Manitowoc PD), Katherine Ashton (InCourage), Ed Gordon (Justice Point), Kevin Haese (Manitowoc Sheriff's Office), Jason Orth (Manitowoc Sheriff's Office).

2. Update to after hours crisis for Human Services: Currently the Manitowoc County Human Services Department utilizes Northwest Connections (NWC) to field all crisis calls. As of 1/1/18, NWC will continue to provide this service for all calls, except calls related to Child Protective Services and Youth Justice. The Manitowoc County Joint Dispatch Center (JDC) will begin fielding all Child Protective Services and Youth Justice calls as of 1/1/18. The JDC has been provided with procedures related to fielding these calls and will be responsible for engaging the After Hours Crisis Worker as needed.

Law Enforcement should continue to contact NWC at 1-888-552-6642 for calls related to mental health needs of children, youth and adults. Law Enforcement should contact the JDC to report concerns related to child abuse or neglect, to access a juvenile court intake worker, or to discuss other, non-mental health needs for children and youth.

3. Disproportionate Minority Contact Grant/Training – the \$5,000 grant that was awarded from the Dept of Justice was not received until mid-November and needed to be spent by the end of the calendar year. Attempts were made to arrange for a Dec 20, 2017 training with the Perception Institute, but due to time constraints it was determined that this was not going to be possible. Hopefully there will be opportunities in the future to re-apply.

4. Kids at Hope–
 - a) 2nd Annual Celebrating 10's – was held on 11-10-17. Each month a celebrating 10's email will continue to celebrate the exciting Kids at Hope work that is happening in our community.
 - b) A revised budget for 2018 has been submitted to the Dept of Children and Families and includes a variety of activities: a community event with Rick Miller and Erin Gruwell, attending the Master's Institute in May, 2018 and 9 hours of Student Success Advocate (SSA) at Jefferson Elementary School through the end of the current school year. Eliminated were 3 hours/week of SSA time at Riverview Kindergarten Center and SSA time at Jefferson for the 2018-19 school year.
5. Updates:
 - a) CJCC – Ann Larson reported that the Drug Treatment Court started on 8/16/17 and there are currently 6 participants and it is going well. The COMPAS risk and needs assessment tool is being utilized to identify the high risk/high needs individuals that may be appropriate for the treatment court. In Jan. the CJCC will begin working on pretrial services including community based services and a bail instrument.
 - b) DRAI (Statewide Detention Risk Assessment Instrument). No additional information is available. The Dept of Justice has made a request to the Annie Casey Foundation regarding funding to be used to analyze the data that has been submitted. Manitowoc continues to utilize the DRAI and is keeping ongoing data.
6. Changes to programming/contract with Justice Point were discussed (see the attached PowerPoint presentation for details). Attempts are being made to be cost effective and to serve youth and families based on the best available research on effective and evidence-based practices.
7. 2018 meeting dates: March 15, June 28, September 20, and December 13, 2018.

Dated: December 19, 2017

Stacy Ledvina,
Manitowoc County JDAI
Coordinator and MYIN chair

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MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: December 11, 2017 at 12:15 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 30, 2017 Executive Committee meeting minutes.
3. Discussion and action, if required, regarding: (discussion may overlap)
 - a. Drug court update.
 - b. Diversion Program update.
 - c. Bail/conditions of release subcommittee report.
4. Discussion regarding suggestions for next project: mental health, domestic violence, others.
5. Announcement of next meeting dates:
 - a. Council: January 3, 2018
 - b. Executive Committee: January 22, 2018 (as January 15, 2018 is a holiday for state employees)
6. Adjournment.

Date: November 29, 2017

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 11, 2017 12:15 p.m.
Manitowoc County Courthouse, Room 306**

Attendance: District Attorney Jacalyn LaBre, Judge Mark Rohrer, Attorney Ann Larson, Two Rivers Chief of Police Joe Collins and Kevin Mueller.

Others in attendance: Patricia Koppa, Jason Latva, Supervisor James Falkowski.

Chair Jacalyn LaBre called the meeting to order at 12:15 p.m. Attendance taken. A motion to approve the minutes of the October 30, 2017 meeting was made by Chief Joe Collins with a second by Ann Larson. Upon the vote, motion approved unanimously.

Chair LaBre turned the meeting over to Jason Latva.

- Drug Court now has six clients and three additional persons are in the qualification process. For 2018, a new lab will be completing the UA tests. This will eliminate some of the false positives and the stress that creates for the clients. The Vivtrol can register as a measured substance.
- Two clients have progressed to Phase 2. Another should soon.
- Explained the drug court medallions and an incident that resulted in clothing donations for a client.
- Another resource is being worked on by a community member. Wants to open a Sober Living facility on the "TBox model" Community interest and involvement remains high. There are those that want to help get individuals out of the drug abuse/ crime cycle.
- Diversion Program – have not had much interest in the program. Possibly not understood. Will modify information to include referral to Public Defender. Will also look for opportunities to publicize the program and advantages of not having a record. There are currently three persons enrolled and they are doing well.

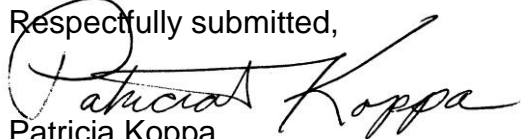
Chair LaBre asked Attorney Larson for a report regarding the bail group. She indicated everything remained on hold, though the risk assessment instrument is being provided to all involved in bail hearings. The instrument training/ discussion is still to be scheduled. One item that had been raised was the possibility of changing the process for people to turn themselves in once a warrant had been issued. Discussion regarding how to present this to the judges and others. Attorney Larson will send out an email.

Due to time restraints, further discussion of the next step was set aside until the next council meeting.

Next Council meeting will be January 3. January 22 for the Executive Committee meeting..

Judge Rohrer moved to adjourn, Joe Collins seconded the motion. Motion passed unanimously and the meeting adjourned at 12:50 PM.

Respectfully submitted,



Patricia Koppa
Council Secretary