



## **MANITOWOC YOUTH INTERVENTION NETWORK (MYIN)**

### **Victim Sub-Committee**

### **MEETING NOTICE**

DATE: Thursday, January 21, 2021

TIME: 12:00 p.m. – 1:00 p.m.

PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the CJCC Manitowoc Youth Intervention Network (MYIN) Victim Sub-Committee will appear remotely via Zoom video conferencing due to the public health emergency declared by the County Executive's Order. **Members of the public may observe the meeting on Zoom at the following link:**

#### **Join Zoom Meeting:**

<https://zoom.us/j/95865016348?pwd=TFhGWEVYUmpQNfNtMlpXWXp1bW8wUT09>

**Meeting ID: 958 6501 6348**

**Passcode: 518404**

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, Introductions
2. History of Victim Sub-Committee – Stacy Ledvina
3. Current Restorative Justice Program Guidelines and Protocol – Stacy Ledvina (Restorative Justice Guidelines attached for review prior to meeting)
4. Covid-19 adjustments to Restorative Justice Program - Erica Rohrer
5. Marsy's Law update/impacts – Amy Plagemann
6. Future plan for this committee – Stacy Ledvina

Dated: January 7, 2021

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) – Victim Subcommittee Meeting  
January 21, 2021 Minutes  
Held Via Zoom 12:30pm – 12:45pm

Attendees: Stacy Ledvina (MCHSD), Rodney Zahn (MCHSD), Kevin Mueller (Probation and Parole), Jacalyn LaBre (District Attorney), Erica Rohrer (Restorative Justice Program Coordinator), Amy Plagemann (Victim Witness Coordinator), Becky Busses (Paralegal – DA's Office), Larry Ledvina (Manitowoc Sheriff's Office), Julie Poff (MCHSD), Angie Scarpelli (ADA).

- ❖ Introductions and welcome
- ❖ Review of history of victim subcommittee. Stacy explained that this subcommittee was created in fall, 2014 to discuss and focus on victims and victim issues. There was a great deal of work done to educate one another on our processes, procedures and forms/letters used with victims. The Restorative Justice Program Guidelines were developed as part of this work. Chris Nolan from the Dept. of Justice joined the group for one meeting to discuss our roles and it was confirmed that there is a great deal of duplication in the requirements from various parties (law enforcement, HSD and the DA's office/courts).
- ❖ Current Restorative Justice Program Guidelines and Protocol – this was included with the agenda for this meeting. Stacy asked if there were questions, comments, concerns, suggestions and there were not.
- ❖ Erica Rohrer shared information on Covid-19 and the creative options that have been put in place to assist youth in completing community service and restitution obligations. When the pandemic hit, Erica was just beginning as the new Coordinator and had only met 2 of the 32 clients she was assigned to work with, which made things difficult. Staff started with virtual meetings, eventually moving to mostly outdoor visits and eventually allowing for some youth to be at the YWC. This fall it was necessary to cut back on in-person contact due to the increase in numbers and slowly we have been allowing for limited youth to be at the center in person. Erica shared photos of the Kids at Hope Community Garden and talked about community service including scavenger hunts in the community, cleaning up parks by picking up garbage, working concessions for Two Rivers Parks and Rec, helping family members and neighbors, and having youth choose and make meals for their families. Erica also showed a series of logos that one youth created based on the support she has gotten from the youth justice case management staff during the pandemic.
- ❖ Mary's Law – Jackie indicated that the biggest issues are related to definitions, specifically the definition of privacy. Chapter 950 provides the statutes regarding victims and victim's rights and Marsy's Law has included a victim's rights based on the constitution, but the statutory language has not had time to get caught up.

For example, in adult cases the victims are not named, they are identified as victim #1, victim #2, etc. No addresses are included either. Also, victims has always had the right to speak at dispo/sentencing, but Marsy's Law gives victims the ability to make a statement at ANY hearing. So, the need to be in contact with victims has increased and it has resulted in a big change in regards to moving case forward.

Amy explained that there is also a requirements that victims have the right to assistance in collecting restitution. It is possible that a separate discussion will need to occur about this, as HSD does not have a procedure in place for this. Historically, HSD has voluntarily continued to work with a youth for up to a year after a youth's order expires. There is then the ability to ask the court to order a judgement for the parent and/or youth but this process is a little unclear and has not been used since the last Restorative Justice Program Coordinator (Judy Wiesbrook) retired a year ago, but we do have a current case where a youth's order has ended and restitution was not paid.

- ❖ Future plans – it was suggested that the next meeting happen once there are additional updates on Marsy's Law, possibly to include a discussion with Chris Nolan from DOJ. Also discussed possible days of the weeks/times for a larger MYIN meeting. Stacy will look at sending out a Doodle poll for this.

Submitted by  
Stacy Ledvina  
1/21/21



# MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



## Executive Committee MEETING NOTICE

DATE: Monday, February 15, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference due to the public health emergency declared by the County. Members of the public may observe the meeting by signing in to the meeting.

### Join Zoom Meeting:

<https://wicourts.zoom.us/j/95824943600?pwd=SDQ0Y2RlMXlDb1lpNVdFVEZiUElrUT09>

**Meeting ID: 958 2494 3600**

**Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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, 2020 Executive Committee meeting minutes.
3. Report from Jason Latva regarding Drug Court.
4. Discussion regarding when to schedule next meetings and agendas.
5. Adjournment.

Date: February 10, 2021

Chair Judge Mark Rohrer

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 Counsel  
Executive Committee  
February 15, 2021 @ 12:15 p.m.  
Manitowoc County Courthouse, Zoom Videoconference**

ATTENDANCE: Judge Mark Rohrer, Ann Larson, Jacalyn LaBre, Lynn Zigmunt

ABSENT/EXCUSED: Kevin Mueller

OTHERS IN ATTENDANCE: James Falkowski, Nancy Slattery

Meeting called to order by Judge Rohrer.

Motion to approve Executive Committee minutes of November 16, 2020 made by Jacalyn LaBre and seconded by Lynn Zigmunt. Motion passed unanimously.

Brief discussion was held on when and where to hold the larger general CJCC meeting. It seemed to be the general consensus that it would be better to try and hold it in person if possible, just not sure where. Supervisor Falkowski indicated that the County Board used the Expo, which allowed for social distancing, although communication was tricky and it involved having to pass around a microphone. Nancy Slattery commented that as a spectator of County Board meetings, it is almost impossible to hear clearly, and feels there is a loss of transparency. Judge Rohrer added that we do our best for the situation we are in. Judge Rohrer suggested scheduling the general meeting in May when hopefully more people have an opportunity to become vaccinated, and everyone agreed. If it is held in-person, a location will need to be determined. He then asked if the next Executive Committee meeting should be scheduled for March or April, and everyone agreed that April would probably work best and allow sufficient time for notice to be given.

The next Executive Committee meeting will be scheduled for 4-19-21 @ 12:15 p.m. by Zoom, and the next general CJCC meeting will be scheduled for May 5, 2021, at 4:45 p.m., with the location to be determined if it can be held in-person.

In Jason Latva's absence, Judge Rohrer provided a brief update on Drug Court. He indicated that they are still utilizing Zoom for staffing and participants' appearances, which has its struggles due to the absence of personal contact. There are roughly two or three additional participants and one potential revocation. Overall, everyone has adjusted well under the circumstances. As to the Diversion Program, there is another individual who is in the process of completing paperwork and will hopefully get started in the next week or so.

Motion to adjourn was made by Jacalyn LaBre and seconded by Ann Larson, at 12:28 p.m.

Respectfully submitted,

Lynn Zigmunt  
Acting Secretary



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



DATE: April 19, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference due to the public health emergency declared by the County.

**Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 15, 2021 Executive Committee meeting minutes.
3. Report from Jason Latva regarding Drug Court.
4. Discussion regarding legislative or funding updates, if any are known to members.
5. Discussion regarding when to schedule next meetings and agendas.
6. Adjournment.

Date: April 15, 2021

Chair Judge Mark Rohrer

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 Counsel  
Executive Committee  
April 19, 2021 @ 12:15 p.m.  
Manitowoc County Courthouse, Zoom Videoconference**

ATTENDANCE: Ann Larson, Jacalyn LaBre, Lynn Zigmunt

ABSENT/EXCUSED: Kevin Mueller, Judge Mark Rohrer,

OTHERS IN ATTENDANCE: James Falkowski, Nancy Slattery

Meeting called to order by DA Jacalyn LaBre in Judge Rohrer's absence at 12:22 p.m.

Motion to approve Executive Committee minutes of February 15, 2021 made by Attorney Ann Larson and seconded by Lynn Zigmunt. Motion passed unanimously.

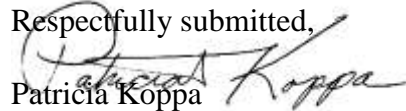
In Jason Latva's absence, Attorney LaBre provided a brief update on Drug Court. One new participant has been admitted and one individual remains subject to termination which is awaiting appointment of counsel. The annual conference is coming up and is combined virtual and in person. Most of our group is participating in person. Anticipate in person Drug Court will resume soon as the court is resuming such hearings in general.

As for funding updates, no specific information, but know that Jason has been applying for some grants.

Discussed the agenda for the May 5 Council meeting, which should proceed in person. Attorney Larson noted she has questions about the Jury pool and asked that be discussed. A drug court update is appropriate. Noted that we have not had a Juvenile Justice report; Pat to contact Stacy Ledvina. Pat will get a meeting room; if at the County Office Complex, will have a 5:00 pm start.

Motion to adjourn was made by Attorney Larson, seconded by Ms. Zigmunt and meeting adjourned at 12:28 p.m.

Respectfully submitted,



Patricia Koppa  
Council Secretary



## MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: May 5, 2021  
TIME: 5:00 p.m. **(Note change of Time)**  
PLACE: **Manitowoc County Office Complex, Room 300 (Note change of Place)**  
4319 Expo Drive, 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 Judge Mark Rohrer.
2. Consideration and corrections to November 4, 2020 meeting minutes.
3. Reports and action, if required, regarding Drug court update.
4. Report by Stacy Ledvina regarding Manitowoc County youth justice programs.
5. Discussion and action, if any, regarding data bases for jury selection – question raised by Attorney Ann Larson.
6. Announcement of next meeting dates:
  - a. Council: September 1, 2021 or as otherwise set.
  - b. Executive Committee: May 17, 2021.
7. Adjournment.

Date: April 29, 2021

Chair Judge Mark Rohrer  
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.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.



Manitowoc County Criminal Justice Coordinating Council  
Minutes  
May 5, 2021  
Manitowoc Office Complex Room 300

Attendance: Council members Present: County Board Supervisor James Falkowski, Lori Fure (designee for Patricia Dodge), Sheriff Dan Hartwig, Chief Brian Kohlmeier, District Attorney Jacalyn LaBre (Vice-Chair), Kevin Mueller, Supervisor Nick Muench, Judge Mark Rohrer (Chair), County Executive Bob Ziegelbauer and Clerk of Court Lynn Zigmunt.

Excused/Absent: Chief Tim Barber, Attorney Phil Hoff, Attorney Ann Larson, Cindy Oswald.

Others: Patricia Koppa, Jason Latva, Stacy Ledvina, Darlene Wellner, and Nancy Slattery. ( Note – sign in was not given to general public given the room configuration.)

Meeting called to order at 5:03 by Vice Chair DA Jacalyn LaBre. Judge Mark Rohrer was in court and is expected shortly.

Motion to approve minutes from the November 4, 2021 made by Supervisor James Falkowski with second by Two Rivers Chief Brian Kohlmeier. Motion unanimously passed. Note location of meeting to be changed to reflect that it was a meeting by Zoom and not in person at C & T.

Drug Court report by Jason Latva: 12 participants remain active, 2 are in termination phase awaiting appointment of counsel. Pandemic has been difficult on participants. Program totals are now 12 terminations and 28 graduations.

Wisconsin Treatment Court Professionals Conference was attended by the majority of team either in person or virtually.

State grant application will be due in June or July for the next cycle. Details are unclear as to the cycle length or the amounts to be awarded. All depends upon the budget passed.

Clients, alumni and team are back in person. Not known when the full public sessions will resume and if that will even be this year.

Then Vice Chair LaBre recognized Stacy Ledvina to report on Youth Justice – Ms. Ledvina noted that the Manitowoc Youth Intervention Network (MYIN) has not met since prior to onset of the epidemic. A conference was in progress just as the shut down began. There have been changes in youth justice programming during the past year.

Referral numbers are declining. 161 referrals... fewer kids, yet these youth are committing more crimes than was common in the past. Many trends noted when reviewing the statistics. Only 21 bookings to detention in 2020. The youth there are the ones that need to be there.

This has been accomplished by using alternative tools. Services and directives other than simply locking up youth. Notes there are still instances where there has been use of detention due to lack of the other placement options.

No longer have the funding from Ann E Casey Foundation. Counties often on their own, but State is working on some initiatives due to Dept. of Families and Children taking over youth justice from DOJ/corrections. Expect this will result in funding more uniformly available.

Local change - Justice Point no longer under contract.

Starting to use in person hearings and contact again. Had to be creative during pandemic since unable to do the usual volunteer/community service work. Youth are happy to be back at the youth center.

Recently obtained a youth justice innovation grant... \$150,000. YWC funding. Working on mindfulness programming. Adult version of the program focuses on meditation and journalizing. Adapted to a program that is more appropriate for youth. Further adapting to the kids with high needs including mental health issues. Goal is to rewire the brain to stop and take a moment before reacting. Example... the glitter jars.

Healthiest Manitowoc County – mental health and AODA – youth justice received the full \$1500 available. Will work on the Kids at Hope garden. Fishing opportunity. This will also expand to the CPS kids.

Rick Miller founder of the Kids at Hope program will be in town in August. Will be working with the Treasure Hunter adults. August 11 Town Hall. More information when the official announcement is made.

Explained the assessment tool... changed from JACE to the YAZY. This is positive because it stresses strengths.

Stakeholders are going to national conferences to work on new programming and methods.

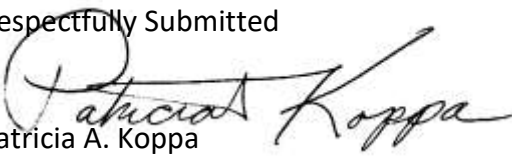
Judge Rohrer asked... does mindfulness really help? Ms. Ledvina noted that the tools help the youth slow down. Get time to recognize that actions impact events. While non-traditional, it addresses the needs of the population. Kids are participating.

Judge Rohrer thanked Ms. Ledvina. Noted that Attorney Ann Larson was unavailable and asked that the jury pool discussion be tabled. Motion by Chief Kohlmeier, second by Sheriff Dan Hartwig to do so. Motion approved unanimously.

Next general Council meeting will be September 1. The Executive committee will next meet on 5/17.

Motion to adjourn made by Supervisor Falkowski and seconded by Sheriff Hartwig. Meeting adjourned on unanimous vote at 5:37 p.m.

Respectfully Submitted

  
Patricia A. Koppa  
Council Secretary



# **MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL**



## **Executive Committee MEETING NOTICE**

DATE: May 17, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference due to the public health emergency declared by the County.

**Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 19, 2021 Executive Committee meeting minutes.
3. Report from Jason Latva regarding Drug Court.
4. Discussion regarding legislative or funding updates, if any are known to members.
5. Discussion regarding the creation of the Jury Pool.
6. Discussion regarding when to schedule next meetings and agendas.
7. Adjournment.

Date: May 17, 2021

Chair Judge Mark Rohrer

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  
May 17, 2021 12:15 p.m.  
Zoom Videoconference**

Attendance: Judge Mark Rohrer, Kevin Mueller, Lynn Zigmunt

Excused: District Attorney Jacalyn LaBre, and Attorney Ann Larson,

Others in attendance: Patricia Koppa, Jason Latva.

Chair Judge Mark Rohrer called the meeting to order at 12:17 p.m. Attendance taken. A motion to approve the minutes of the April 19, 2021 meeting was made by Lynn Zigmunt with a second by Kevin Mueller. Upon the vote, motion approved unanimously.

Judge Rohrer asked for the Drug Court report. Jason Latva noted no real change from the general meeting report. Twelve participants with two awaiting the termination process, one new candidate to be admitted

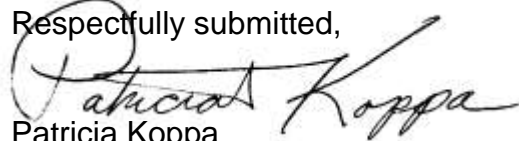
Additionally there has been no further word regarding the TAD grants included in the next State budget. The governor's proposal increased funding by 15 million.

Though Attorney Ann Larson was not present, jury pool creation was discussed. This is all under the auspices of the Director of State Courts. Statewide is limited to use of the drivers license records. Judge Rohrer and others had some additional questions. Ms. Zigmunt will get additional information and can discuss further at the next Executive meeting.

Next Council meeting is scheduled for September 1. Executive Committee should continue to meet in light of the 2022 Budget season beginning and the grant term expiring December 31. The Jury Pool question can be discussed as well. Next Executive meeting is slated for June 21, 2021.

Kevin Mueller moved to adjourn, Lynn Zigmunt seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:31 PM.

Respectfully submitted,

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

Patricia Koppa  
Council Secretary



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



DATE: Monday, June 21, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE: Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 17, 2021 Executive Committee meeting minutes.
3. Report from Jason Latva regarding Drug Court.
4. Discussion regarding sources for Jury Pool lists.
5. Discussion regarding return to in person meetings, location and whether Executive committee needs to meet in July. (Next Council meeting - September 1, 2021.)
6. Adjournment.

Date: June 16, 2021

Chair Judge Mark Rohrer

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  
June 21, 2021 12:15 p.m.  
Manitowoc County Courthouse, Zoom Videoconference**

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

Excused: Lynn Zigmunt

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

Chair Judge Mark Rohrer called meeting to order at 12:15. Roll call was noted.

District Attorney Jacalyn LaBre moved to approve the May 17, 2021 Executive Committee meeting minutes. Attorney Ann Larson seconded the motion and the minutes were approved

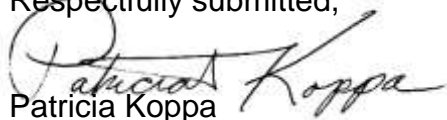
Report from Jason Latva regarding Drug Court. Currently 13 clients, one in termination, 3 potential; State TAD agency said "get ready" for the grant application but no further details pending budget. Will have seminar on application process on 6-30. Summer Party will be back for participants. Kick Ball tournament in August 1. Graduation held just last week and another is scheduled for August. The thirteen participants are scattered among the phases; currently 1 in Phase 5, 4 in 4, 1 in 3, 2 in 2, 5 in 1. With courts lifting restrictions will resume in person appearances and open for the public this week.

Judge Rohrer then opened the discussion regarding sources for Jury Pool lists. Attorney Larson reported that Wis. Stat. §756.04 provides that resources other than the DL system may be used. Racine County has expanded their list; though it appears to be contrary to the information from Court Operations that the process for creating the list is pursuant to procedures established by the Director of State Courts. Attorney Larson will explore further with contacts in Racine. Suggests putting back on the executive agenda for next meeting.

Last item is the return to in person meetings, the location and whether Executive committee needs to meet in July. All agree to meeting in person in the probate office. As the next Council meeting isn't until September 1, 2021 there is no need for an Executive Committee meeting in July. Next Executive meeting will be August 16.

Motion to adjourn by Attorney Larson, second by Kevin Mueller and meeting adjourned at 12:31.

Respectfully submitted,



Patricia Koppa  
Council Secretary



# **MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL**

## **Executive Committee MEETING NOTICE**



**DATE:** Monday, August 16, 2021  
**TIME:** 12:15 p.m.  
**PLACE:** Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.

**Meeting ID: 958 2494 3600**  
**Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 21, 2021 Executive Committee meeting minutes.
3. Report from Jason Latva regarding Drug Court.
4. Continue discussion regarding sources for Jury Pool lists.
5. Set agenda for September 1, 2021 Council Meeting.
6. Adjournment.

Date: August 11, 2021

Chair Judge Mark Rohrer

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  
August 16, 2021 12:15 p.m.  
Manitowoc County Courthouse Zoom Videoconference**

Attendance: Judge Mark Rohrer, Kevin Mueller, Attorney Ann Larson, and Lynn Zigmunt.  
Excused: District Attorney Jacalyn LaBre.

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

Chair Judge Mark Rohrer called the meeting to order at 12:19 p.m. Attendance taken. A motion to approve the minutes of the June 21, 2021 meeting was made by Kevin Mueller with a second by Attorney Ann Larson. Upon the vote, motion approved unanimously.

Chair Judge Mark Rohrer turned the meeting over to Jason Latva for a report on Drug Court. There are 12 participants: 3 in phase 1, 2 in phase 2, 3 in phase 3, 2 in phase 4 and 2 in phase 5. Four persons are waiting for admission and one is pending termination. Eight of the 12 are working.

Still awaiting the date of the new grant cycle and for information on the length of the cycles.

The team is participating in the Kickball Tournament August 27 & 28. Judge Rohrer is reviving his popular cooking class with additional community support from Donna Furman and Grow It Forward.

Graduations are being held for those completing programming during the period in person court was not available. Three more remain.

Attorney Larson has no further information regarding jury pools in other counties. Would hope to have for the November general meeting.

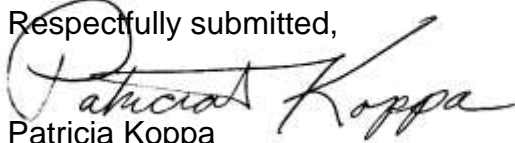
Darlene Wellner sent a message to the full council. Major Brixius should be invited to be on the September agenda to discuss jail charges.

Nancy Slattery passed on kudos from the League of Women Voters regarding the jail's efforts to enroll and assist inmates with voting during the last Presidential election. This too should be on the agenda for September 1.

Next Council meeting is scheduled for September 1, 2021. Assuming the room is available, should meet at the Office Complex as it provided good spacing. Next Executive meeting is slated for September 20, 2021.

Lynn Zigmunt moved to adjourn, Attorney Larson seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:33 PM.

Respectfully submitted,

  
Patricia Koppa  
Council Secretary





# MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



## MEETING NOTICE

DATE: Wednesday, September 1, 2021  
TIME: 5:00 p.m.  
PLACE: **Manitowoc County Office Complex, Room 300**  
4319 Expo Drive, 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 Judge Mark Rohrer.
2. Consideration and corrections to May 5, 2021 meeting minutes.
3. Nancy Slattery: Recognition of Manitowoc County Jail by League of Women Voters.
4. Reports and action, if required, regarding Drug court update.
5. Discussion of jail charges, report of Major Joy Brixius, Manitowoc Sheriff Office.
6. Announcement of next meeting dates:
7. Council:
  - a. November 3, 2021 or as otherwise set.
  - b. Executive Committee: September 20, 2021.
8. Adjournment.

Date: August 23, 2021

Chair Judge Mark Rohrer

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.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

# Manitowoc County Criminal Justice Coordinating Council

## Minutes

September 1, 2021

Manitowoc Office Complex, Rm 300

Attendance: Council members Present: County Board Supervisor James Falkowski, Patricia Dodge, Sheriff Dan Hartwig, District Attorney Jacalyn LaBre (Vice-Chair), Chief Brian Kohlmeier, Attorney Ann Larson, Judge Mark Rohrer (Chair), County Executive Bob Ziegelbauer and Clerk of Court Lynn Zigmunt.

Excused/Absent: Phil Hoff, Kevin Mueller, Cindy Oswald.

Note: Chief Time Barber, Cleveland has retired. A new representative for the small municipality agencies will need to be named.

Others: Patricia Koppa, Joy Brixius, Nancy Slattery,

Sheriff Dan Hartwig moved to approve the minutes of the May 5, 2021 Council meeting. Chief Brian Kohlmeier seconded the motion. Motion passed unanimously after voice vote.

Chair Judge Rohrer recognized Nancy Slattery who commended Major Joy Brixius and the staff of the jail on behalf of the League of Women Voters for assisting those in custody who retained the right to vote to exercise that right during recent elections. Involved many phone calls among the clerks and election officials.

In the absence of Jason Latva, Attorney Ann Larson gave a drug court update. Most significant news is the resignation, effective October 1 of Mr. Latva. He will be leaving to join the State Treatment Court office. Attorney Larson and Judge Rohrer both spoke highly of Mr. Latva noting how instrumental he was in the creation and success of the drug court program. Graduation ceremonies for those who completed programming since onset of the pandemic have been taking place. Four more to go. Have now been 28 program graduations. There is one new candidate and one returning candidate to be admitted to program. The team continues to grow and work to support the participants.

Major Brixius then discussed costs incurred by inmates in making calls out of the jail. A recent newspaper article had led to a question. She wanted to share that much of the article was inaccurate and did not apply to Manitowoc County. While some council members were concerned as they could take no action on the subject, they learned a great deal and were pleased to discover the efforts of Major Brixius to keep the charges down for the inmates. Any proceeds received from the calls are expended for their benefit and are not part of the Sheriff's budget.

Chair Judge Rohrer noted the next meeting date for November 3, 2021 and a return to the C&T building downtown to make attendance easier. The Executive Committee will meet on September 20, but continue to meet by videoconference.

Motion to adjourn made by Attorney LaBre and seconded by Attorney Larson. Passed unanimously adjourning at 5:33 p.m.

Respectfully Submitted

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

Patricia A. Koppa  
Council Secretary



# **MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL**



## **Executive Committee MEETING NOTICE**

**DATE:** Monday, September 20, 2021  
**TIME:** 12 noon  
**PLACE:** Zoom Video Conference

**REMOTE MEETING NOTICE: Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 16, 2021 Executive Committee meeting minutes.
3. Report regarding Drug Court and changes due to Coordinator's departure.
4. Review the Mission statement and charge to the Council.
5. Next meetings: Executive Committee - October 18; Council - November 3
6. Adjournment.

Date: September 15, 2021

Chair Judge Mark Rohrer

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  
September 20, 2021 12:00 p.m.  
Manitowoc County Courthouse, Zoom Videoconference**

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

Excused: Judge Mark Rohrer.

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

Chair Jacalyn LaBre called the meeting to order at 12:01 p.m. Attendance taken. A motion to approve the minutes of the August 16, 2021 meeting was made by Kevin Mueller with a second by Lynn Zigmunt. On the vote, motion approved unanimously.

Vice Chair Jacalyn LaBre turned the meeting over to Jason Latva for a report on Drug Court. There are 14 participants: 4 in phase 1, 3 in phase 2, 3 in phase 3, none in phase 4 and 4 in phase 5. The annual Picnic, Sunday 9-19, had a fair turn out. In the Kickball Tournament the team won one of three games. Mr. Latva is leaving after 10/1. Anticipate there will be position posting shortly. Until the hiring is done and replacement coordinator is up to speed, Don Sweet will cover the duties.

Members reviewed the mission statement. It is part of the bylaws and should be considered when setting agendas and considering projects. Attorney Larson asked that the Bylaws again be shared as it has been some time. Will discuss further at the next meeting. Supervisor Falkowski reiterated concerns that the council not try to take action beyond its authority.

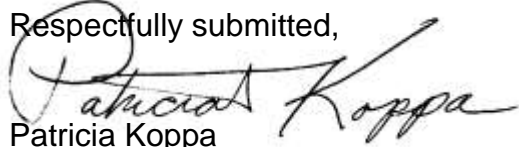
Attorney LaBre asked if there was any more information regarding jury pool lists. Attorney Larson is still working on obtaining more information and hopes to have for the October meeting.

Ms. Koppa noted that Attorney LaBre had contacted the municipal law enforcement agencies and Chief Granger will be representing them at future meetings. The citizen member has not made contact for some time. Ms. Koppa is asked to check last attendance and verify receipt of meeting notices.

Next Council meeting is scheduled for November 3. Next Executive meeting is slated for October 18, 2021.

Attorney Larson moved to adjourn, Mr. Mueller seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:13 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: Monday, October 18, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE:** Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 20, 2021 Executive Committee meeting minutes.
3. Welcome Don Sweet, TAD Program Coordinator.
4. Report by Don Sweet regarding Drug Court.
5. Member comments, if any, regarding Council Mission statement and By-laws.
6. Setting agenda for November 3 general meeting.
7. Next meetings: Council - November 3; Executive Committee - November 15
8. Adjournment.

Date: October 13, 2021

Chair Judge Mark Rohrer

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  
October 18, 2021 12:15 p.m.  
Manitowoc County Courthouse Zoom Videoconference**

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

Others in attendance: Patricia Koppa, Don Sweet, Supervisor James Falkowski, Nancy Slattery (in Ms. Koppa's office.)

Chair Judge Mark Rohrer called the meeting to order at 12:15 p.m. Attendance taken. A motion to approve the minutes of the September 20, 2021 meeting was made by Kevin Mueller with a second by Lynn Zigmunt. Upon the vote, motion approved unanimously.

Chair Judge Rohrer introduced Don Sweet as the new Treatment Court and AODA services coordinator. Mr. Sweet provided some information about his plan to begin using the Comprehensive Community Services program (CCS) for drug court participants. The 4 year statistics are ready for the next full council meeting. He hopes to streamline the process for drug court admission and to increase the participation in the diversion program. There are currently 12 participants in drug court with a 13<sup>th</sup> in residential treatment who is eligible to return to the program after successful completion of the treatment program. Four other individuals are under consideration.

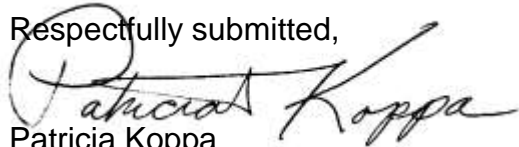
Supervisor James Falkowski asked about the recidivism rate. Mr. Sweet believes the statistics have only been kept regarding relapse and charges while in the treatment court program. Will reach out regarding tracking beyond graduation.

As to the Mission and Bylaws, Supervisor Falkowski asked if they had been approved by the county board after adoption in 2014. No one could recall if that had been done or if that was needed. It is known that it was not done after the 2018 revisions. Judge Rohrer and Ms. Koppa will look into this further. An answer will be brought to the November executive meeting.

Next Council meeting is scheduled for November 3. Will have the Drug Court update on the agenda. Mr. Mueller noted that elections will take place again in January and may want to address that at the November meetings as well. The next Executive meeting is slated for November 18, 2019.

Kevin Mueller moved to adjourn, Attorney LaBre seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:38 PM.

Respectfully submitted,

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

Patricia Koppa  
Council Secretary



# MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, November 3, 2021  
TIME: 5:00 p.m.  
PLACE: **Manitowoc County Communications and Technology Building**  
1024 S. 9<sup>th</sup> 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 Judge Mark Rohrer.
2. Consideration and corrections to September 1, 2021 meeting minutes.
3. Introduction of Don Sweet, Treatment Court and Diversions Coordinator & Clinical Substance Abuse Counselor.
4. Reports by Don Sweet regarding Drug court including four year statistics.
5. Executive committee report:
  - a. Election of officers, re-appointment of council members.
  - b. Additional items from prior meetings if any to update.
6. Announcement of next meeting dates:
  - a. Council: January 5, 2022 or as otherwise set.
  - b. Executive Committee: No January meeting due to MLK Day; February 16, 2022.
7. Adjournment.

Date: October 27, 2021

Chair Judge Mark Rohrer

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.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.



Manitowoc County Criminal Justice Coordinating Council  
Minutes  
November 3, 2021  
Communications and Technology Building, Manitowoc

Attendance: Council members Present: County Board Supervisor James Falkowski, Sheriff Dan Hartwig, District Attorney Jacalyn LaBre (Vice-Chair), Attorney Ann Larson, Kevin Mueller, County Executive Bob Ziegelbauer and Clerk of Court Lynn Zigmunt.

Excused/Absent: Patricia Dodge, Phil Hoff, Chief Brian Kohlmeier, Judge Mark Rohrer (Chair), Cindy Oswald, Chief Paul Granger.

Others: Patricia Koppa, Don Sweet, Darlene Wellner, Nancy Slattery

Meeting: Vice Chair Jacalyn LaBre called meeting to order at 5:04. Attendance sheet has been circulated. Supervisor James Falkowski moved to approve the minutes of the September 1, 2021 Council meeting. Ann Larson seconded the motion. Motion passed unanimously after voice vote.

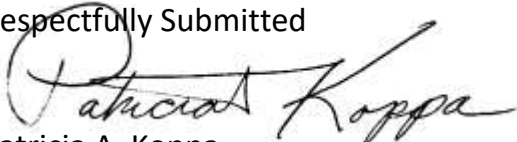
Secretary Pat Koppa introduced Don Sweet, the Treatment Court and Diversion Coordinator. Don expanded upon his introduction and provided some information regarding background and goals. Don then provided the Four Year Statistics for the drug court. The court continues to operate within the recommended treatment court parameters. Notes that the participants are involved longer than minimum required periods and this fits the evidence based model. There continues to be great success in avoiding failure to appear and reoffending while participating despite the terminations.

Executive Committee notes: Officer elections and some reappointments are set for January. Will be contacting citizen member, the local bar association and the county board chair as appropriate. No other business.

Chair LaBre noted the next Council meeting date for January 5, 2022. The Executive Committee will continue to meet by videoconference; next sessions are November 15 and December 20.

Motion to adjourn made by Kevin Mueller, seconded by Attorney Larson. Passed unanimously adjourning at 5:30 p.m.

Respectfully Submitted

A handwritten signature in dark ink, appearing to read "Patricia Koppa", written over a circular stamp or seal.

Patricia A. Koppa  
Council Secretary



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



DATE: Monday, November 15, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE: Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 18, 2021 Executive Committee meeting minutes.
3. Report by Don Sweet regarding Drug Court.
4. Judge Rohrer and Pat Koppa - Bylaw information report.
5. Next meetings: Council January 5, 2022; Executive Committee – December 20
6. Adjournment.

Date: November 11, 2021

Chair Judge Mark Rohrer

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 15, 2021 12:15 p.m.  
Manitowoc County Courthouse Zoom Videoconference**

Attendance: District Attorney Jacalyn LaBre, Judge Mark Rohrer, Kevin Mueller, and Attorney Ann Larson. Excused: Lynn Zigmunt.

Others in attendance: Patricia Koppa, Don Sweet, Supervisor James Falkowski, Nancy Slattery.

Chair Judge Mark Rohrer called the meeting to order at 12:17 p.m. Attendance taken. A motion to approve the minutes of the October 18, 2021 meeting was made by Kevin Mueller with a second Attorney Ann Larson. Upon the vote, motion approved unanimously.

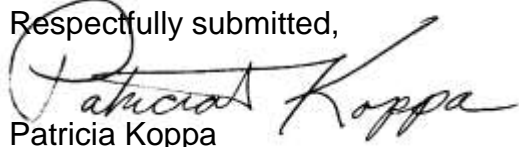
Don Sweet reported regarding drug court. Has begun the work to introduce changes, including work with partner agencies for referrals. Considering other changes with timing of participation within the criminal case proceedings. Judge noted that looking at starting to take drug court pleas at different stage in relation to inpatient treatment. This is something the treatment team will discuss. Attorney Larson noted that the first graduate, Allie Gallenberger, was honored as one of the Future 15 by the Chamber of Commerce. Ms. Gallenberger was on another path and this success can be directly related to drug court participation.

Judge Rohrer and Pat Koppa provided the information learned about the Bylaws and the need for Board Approval. While not strictly required, it would be advisable. Attorney Conrad indicated that we should make amendments if any first. If no amendments, then have current approved. Mr. Mueller suggested that a larger review and consideration of amendments be held for the January meeting or beyond. All agreed to wait until after January meeting and the election of officers. Ms. Koppa should attach current version to minutes.

Next Council meeting is scheduled for January 5, 2022. Will have an Executive meeting on December 20 as a quorum should be available.

Kevin Mueller moved to adjourn, Attorney LaBre seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:26 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: Monday, December 20, 2021  
TIME: 12:15 p.m.  
PLACE: Zoom Video Conference

**REMOTE MEETING NOTICE: Members of the Criminal Justice Coordinating Council Executive Committee will appear remotely via Zoom Video Conference. Members of the public may observe the meeting by signing in to the meeting.**

**Meeting ID: 958 2494 3600  
Passcode: 906349**

**To join by telephone (audio only) call 1-312-626-6799 and follow prompts.**

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 15, 2021 Executive Committee meeting minutes.
3. Report by Don Sweet regarding Drug Court.
4. Set agenda for Council meeting.
5. Next meetings: Council January 5, 2022; Executive Committee – January 24, 2022
6. Adjournment.

Date: December 15, 2021

Chair Judge Mark Rohrer

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  
December 20, 2021 12:15 p.m.  
Zoom Videoconference**

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

Excused: Lynn Zigmunt, and Kevin Mueller

Others in attendance: Don Sweet, Supervisor James Falkowski, Nancy Slattery, Chief Paul Granger

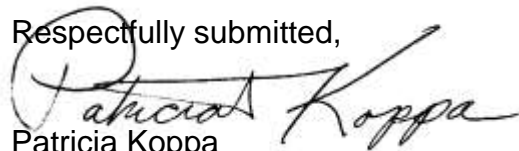
Judge Mark Rohrer, Chair, called the meeting to order at 12:17 p.m. Attendance taken. A motion to approve the minutes of the November 15, 2021 meeting was made by District Attorney Jacalyn LaBre with a second by Attorney Ann Larson. Upon the vote, motion approved unanimously.

Judge Rohrer turned the meeting over to Don Sweet for a report on Drug Court. There are 8 participants. However, three individuals will enter pleas and begin participating this week and two more the following week. Working on a new referral form and continued discussion of modification to the number of phases and length of program. Diversion program continues to be under utilized. Looking into means of increasing that participation.

Next full Council meeting is scheduled for January 5. The usual reports and the election will constitute the agenda. Next Executive meeting is slated for January 17, 2022.

Attorney Larson moved to adjourn, Attorney LaBre seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 12:27 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa", written over a circular stamp or seal.

Patricia Koppa  
Council Secretary

Minutes prepared from notes taken by Judge Rohrer.