



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, January 3, 2024
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 South Ninth 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 of and corrections to September 6, 2023 meeting minutes.
3. Public Comment.
4. Introductions if any.
5. Drug court update and action, if required.
6. Updates, if any, from subcommittees:
 - a. Access to Courts
 - b. Manitowoc Youth Intervention Network
7. Report of the Executive Committee:
 - a. Meeting frequency
 - b. Make up of executive committee
8. Election of Council officers and Executive Committee:
 - a. Chair
 - b. Vice Chair
 - c. Three Executive Committee members
9. Announcement of next meeting dates:
 - a. Council: March 6, 2024
 - b. Executive Committee: January 11, 2024
10. Adjournment.

Date: December 28, 2023

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.

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 January 3, 2024
Communications and Technology Building, Manitowoc

Attendance: Council members Present: County Board Supervisor James Falkowski, Chief Paul Granger, Sheriff Dan Hartwig, Patricia Koppa (council secretary/non-voting), District Attorney Jacalyn LaBre, Attorney Ann Larson, Cindy Oswald, and Jennifer Zick.

Absent/Excused: Attorney John Bilka, Lori Fure, Clerk of Court April Higgins, Chief Benjamin Meinnert, Judge Mark Rohrer (Chair), and County Executive Bob Ziegelbauer.

Others Present: Ellen Floate, Stacy Ledvina, Cooper Schmidt, Nancy Slattery.

Meeting called to order by Vice Chair District Attorney Jacalyn LaBre at 4:49 PM. Attendance sheet circulated.

Vice Chair DA LaBre asked for any corrections to the September 6, 2023 minutes. No corrections were offered and Supervisor James Falkowski made the motion to approve, Attorney Ann Larson seconded and the minutes were unanimously approved.

No one present for public comment.

Introduced Cooper Schmidt, who will be attending going forward in place of Jeremy Kronforst for the Manitowoc Police Department.

Ellen Floate reported on Drug court: There are 17 participants with two additional applications pending. The next graduation is January 17.

Attorney Larson noted the Access to Court committee has yet to meet. Preliminary meeting had a variety of issues involving the Clerk of Court office so will try to coordinate with April Higgins.

Stacy Ledvina reported that the Deflection and Diversion grant was received. The first stage is planning and meetings are being scheduled. This grant was \$68,000 and is in coordination with the RFK National Resource Center for Juvenile Justice. John Tuell, Executive Director presented to the stakeholders in December and is excited to be working with us. The Leadership teams will be meeting with the next large session scheduled for February 15.

Discussion followed regarding how frequently the Council should meet. Agreed to continue current schedule since there are new issues being worked on. Can reconsider going forward.


Election of officers and Executive Committee

Discussion regarding interest. Slate of Candidates offered by Sheriff Dan Hartwig: Chair Judge Rohrer, Vice Chair DA LaBre, 3 at large seats: Jennifer Zick, Attorney Larson and Chief Meinnert. Nomination of slate seconded by Attorney Larson. No other nominations offered. Unanimously elected.

Next meeting of Council will be March 6 and the Executive Committee will meet January 11.

Motion to Adjourn by Attorney Larson, second by Chief Paul Granger and meeting adjourned at 5:12 p.m.

Respectfully Submitted,



Patricia A. Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, January 11, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room, (Room 231)
Manitowoc County Courthouse
1010 S. 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 14, 2023 meeting minutes.
3. Public Comment.
4. Drug Court – Ellen Floate.
5. Update regarding Fair Access to the Courts Committee – Ann Larson.
6. Next meetings: Council – March 6, 2024; Executive Committee – February 8, 2024
7. Adjournment.

Date: January 4, 2024

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.

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**Minutes of the Manitowoc County
Criminal Justice Coordinating Council
Executive Committee
January 11, 2024 12:15 p.m.
Manitowoc County Courthouse, South Jury room**

Attendance: Chair Judge Mark Rohrer, Attorney Jacalyn LaBre, Attorney Ann Larson, and Jennifer Zick present. Chief Ben Meinnert excused. Supervisor James Falkowski and Patricia Koppa also present.

Call to order and roll call by Chair Judge Mark Rohrer at 12:20 p.m.

Chair Judge Rohrer asked for corrections if any to December 14, 2023 minutes. No changes or corrections were offered and a motion to approve was made by Attorney Ann Larson. Motion was seconded by Jennifer Zick. Motion passed unanimously.

Chair Judge Rohrer asked for public comment. Supervisor James Falkowski spoke and pointed out that minutes are to be given to the County Clerk within one week of the meeting. He asked that efforts be made to comply.

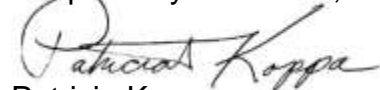
Ellen Floate reported on drug court. Graduation next week. 17 current participants. Received approval of the TAD grant; this is year 7. Jeremy Kronforst has completed service on the team and Cooper Schmidt will be taking his place. Recently Judge Rohrer provided a cooking class and the result was 80 meals for the sober living community. Graduate students from Northeastern School of Health and Education observed court and met with judges afterward. There will also be upcoming visits from the Junior Chamber of Commerce and the Chamber of Commerce.

Attorney Ann Larson announced Access to Courts Committee will meet on January 30. April Higgins was available and it should be a good first meeting. Will reach out to Bar to see if their clients have encountered issues as they may be different.

The next Council meeting is March 6, 2024. Executive Committee will meet February 8 to set the agenda

Motion to adjourn was made by Attorney Jacalyn LaBre. Seconded by Attorney Larson and meeting adjourned at 12:38.

Respectfully submitted,



Patricia Koppa
Council Secretary



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



DATE: Thursday, February 8, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room, (Room 231)
Manitowoc County Courthouse
1010 S. 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 11, 2024 meeting minutes.
3. Public Comment.
4. Drug Court – Ellen Floate.
5. Fair Access to the Courts Committee – Ann Larson.
6. Next meetings: Council – March 6, 2024; Executive Committee – March 14, 2024
7. Adjournment.

Date: February 1, 2024

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.

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**Minutes of the Manitowoc County
Criminal Justice Coordinating Council
Executive Committee – Corrected 2/15/2024
February 8, 2024 12:15 p.m.
Manitowoc County Courthouse, South Jury room**

Attendance: Chair Judge Mark Rohrer, Attorney Ann Larson, and Chief Ben Meinnert present. Attorney Jacalyn LaBre, and Jennifer Zick excused. Supervisor James Falkowski and Patricia Koppa also present.

Call to order and roll call by Chair Judge Mark Rohrer at 12:25 p.m.

Chair Judge Rohrer asked for corrections if any to January 11, 2024 minutes. No changes or corrections were offered and a motion to approve was made by Attorney Ann Larson. Motion was seconded by Chief Ben Meinnert. Motion passed unanimously.

Chair Judge Rohrer asked for public comment. No one wished to speak and public comment closed.

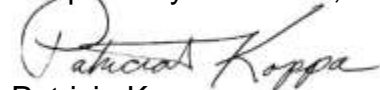
Ellen Floate was not available and Judge Rohrer reported on drug court. About 20 current participants. Team is set to attend the statewide Treatment Court conference in late April.

Attorney Ann Larson reported that the Access to Courts Committee met and learned from April Higgins about available equipment and technology to assist those with various needs to participate in court proceedings. Placement of a sign at the start of the ramp was suggested with a phone number in the event someone finds ramp too steep to use unassisted. Translation of Zoom hearing instructions into Hmong and Spanish was also discussed. Next meeting will be later in March or April.

The next Council meeting is March 6, 2024. Agenda should include the standard committee reports and request for topics to be considered. Next Executive Committee meeting is March 7 ~~14th~~.

Motion to adjourn was made by Chief Meinnert. Seconded by Attorney Larson and meeting adjourned at 12:40.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, March 6, 2024
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 South Ninth 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 of and corrections to January 3, 2024 meeting minutes.
3. Public Comment.
4. Introductions if any.
5. Drug court update and action, if required.
6. Updates, if any, from subcommittees:
 - a. Access to Courts.
 - b. Manitowoc Youth Intervention Network.
7. Discussion of potential new topics for Council Action – Ann Larson
8. Announcement of next meeting dates:
 - a. Council: May 1, 2024
 - b. Executive Committee: March 14, 2024
9. Adjournment.

Date: February 27, 2024

Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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Manitowoc County Criminal Justice Coordinating Council
Minutes March 6, 2024 – **Corrected 3/14/2024**
Communications and Technology Building, Manitowoc

Attendance: Council members Present: Attorney John Bilka, County Board Supervisor James Falkowski, Lori Fure, Patricia Koppa (council secretary/non-voting), District Attorney Jacalyn LaBre, Judge Mark Rohrer (Chair), Jennifer Zick and County Executive Bob Ziegelbauer.

Absent/Excused: Chief Paul Granger, Sheriff Dan Hartwig, Clerk of Court April Higgins, Attorney Ann Larson, Chief Benjamin Meinnert, and Cindy Oswald.

Others Present: Ellen Floate, Nancy Slattery.

Meeting called to order by Chair Judge Mark Rohrer at 4:50 PM. Attendance sheet circulated.

Asked for any corrections to the January 3, 2024 minutes. No corrections were offered and Supervisor James Falkowski made the motion to approve, Jennifer Zick provided the second and the minutes were unanimously approved.

No one present for public comment.

Ellen Floate reported on Drug court: There are 18 participants with one additional person joining in April. Currently most are in the later phases of the program though six are in either phase 1 or phase 2 where services are more intensive. The team will attend Conference in April.

Attorney John Bilka reported that the Access to Court committee met. Was able to discuss some concerns and gather information. Suggested translation of Zoom notices to Spanish and Hmong. Also working on a suggestion to assist those having difficulty using the handicap access ramp.

DA Jacalyn LaBre gave a report for Stacy Ledvina regarding MYIN and the Deflection and Diversion grant. The Diversion and Alternatives Reform Team (DART) Leadership met with John Tuell and Jodi Martin from the RFK National Resource Center on 2/15/24. John and Jodi provided details on information being accumulated from stakeholders and began discussion options for an implementation plan. The Implementation Plan Grant will likely be announced in the next 1-2 months and will begin 7/1/24. The amount of the grant has not been announced yet. Stacy Ledvina is also working on scheduling a site visit for the DART Leadership team to Fairfax County, Virginia to learn further details on their work on deflection and diversion. The next DART Leadership meeting will occur on April 17th.

Attorney Larson had wanted to discuss topics for consideration, but in her absence, the discussion was left for another meeting.

Next meeting of Council will be May 1, 2024 at 4:45 and the Executive Committee will meet March 14 at ~~12:45~~ **12:15** p.m.

Motion to Adjourn by Jennifer Zick, second by Supervisor Falkowski and meeting adjourned at 4:56 p.m.

Respectfully Submitted



Patricia A. Koppa, Council Secretary



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



DATE: Thursday, March 14, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 8, 2024 meeting minutes.
3. Public Comment.
4. Drug Court – Ellen Floate.
5. Fair Access to the Courts Committee – Ann Larson.
6. Next meetings: Council – May 1, 2024; Executive Committee – April 11, 2024
7. Adjournment.

Date: March 7, 2024

Chair Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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**Minutes of the Manitowoc County
Criminal Justice Coordinating Council
Executive Committee
March 14, 2024 12:15 p.m.
Manitowoc County Courthouse, South Jury room**

Attendance: Attorney Jacalyn LaBre, Chair Judge Mark Rohrer, Attorney Ann Larson, Chief Ben Meinnert and Jennifer Zick present. Supervisor James Falkowski and Patricia Koppa also present.

Call to order and roll call by Chair Judge Mark Rohrer at 12:15 p.m.

Chair Judge Rohrer asked for corrections if any to February 8, 2024 minutes. No changes or corrections were offered and a motion to approve was made by Attorney Jacalyn LaBre. Motion was seconded by Jennifer Zick. Motion passed unanimously.

Chair Judge Rohrer asked for public comment. No one wished to speak and public comment closed.

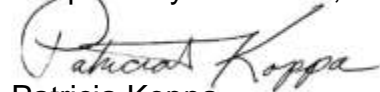
Ellen Floate was not available but provided written report. No changes since the Council meeting on March 6.

Attorney Ann Larson reported that the Access to Courts Committee has not met since before the February Executive committee meeting so no additional information. Noted that there has been difficulty in obtaining Hmong interpreters. Chief Meinnert noted it was an issue even with the FBI being able to get translated documents of the Amber Alert information. Anticipates the committee will meet in April.

The next Council meeting is May 1, 2024. Next Executive Committee meeting is April 11. Ellen should plan on attending Council meetings, but need not report or attend the monthly Executive Committee meetings unless some requires discussion.

Motion to adjourn was made by Attorney LaBre and Chief Meinnert provided the second. Meeting adjourned at 12:33 p.m.

Respectfully submitted,



Patricia Koppa
Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, April 11, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 March 14, 2024 meeting minutes.
3. Public Comment.
4. Fair Access to the Courts Committee – Ann Larson.
5. Set agenda for May Council meeting.
6. Next meetings: Council – May 1 2024; Executive Committee May 9, 2024
7. Adjournment.

Date: April 4, 2024

Chair Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING
APRIL 11, 2024 12:15 P.M.
MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM**

Attendance: District Attorney Jacalyn LaBre, Chief Ben Meinnert, Probation & Parole Supervisor Jennifer Zick. James Falkowski is also present.

Call to order by Vice Chair Jacalyn LaBre at 12:18 p.m.

Ms. LaBre asked for corrections if any to the March 14, 2024 minutes. No changes or corrections were offered and a motion to approve was made by Attorney Ann Larson. Motion was seconded by Jennifer Zick. Motion passed unanimously.

Ms. LaBre asked for public comment. James Falkowski asked about the drug court coordinator, Ellen Floate, giving notice that she intends to leave her position, which was confirmed by Ms. LaBre. The position has been posted and hopefully will be filled quickly.

Ann Larson reported that there will be a meeting of the Fair Access Committee on April 30, 2024. Progress on signs and form translation is expected to be given by April Higgins, Manitowoc County Clerk of Court. Further topics to be discussed and reported to the full council on May 1, 2024.

The next Council meeting will be held on May 1, 2024. The agenda is expected to include updates on drug court by Ellen Floate, updates on DART Leadership by Stacy Ledvina, updates on the Fair Access Committee by Ann Larson, updates on the new windows project and updates on the pretrial services by the judiciary.

Next CJCC Executive Committee meeting is May 9, 2024.

Motion to adjourn is made by Jennifer Zick and seconded by Chief Meinnert. Meeting adjourned at 12:33 p.m.



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, May 1, 2024
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 South Ninth 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 of and corrections to March 6, 2024 meeting minutes.
3. Public Comment.
4. Introductions if any.
5. Drug court update and action, if required.
6. Updates, if any, from subcommittees:
 - a. Access to Courts – by Ann Larson
 - b. Manitowoc Youth Intervention Network – DART Leadership by Stacy Ledvina
7. Judiciary report update:
 - a. Courthouse window replacement project
 - b. Pre-trial Monitoring services
8. Announcement of next meeting dates:
 - a. Council: September 4, 2024
 - b. Executive Committee: May 9, 2024
9. Adjournment.

Date: April 25, 2024

Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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Manitowoc County Criminal Justice Coordinating Council
Minutes May 1, 2024
Communications and Technology Building, Manitowoc

Attendance: Council members Present: County Board Supervisor James Falkowski, Patricia Koppa (council secretary/non-voting), District Attorney Jacalyn LaBre, Attorney Ann Larson, Chief Benjamin Meinnert, Jennifer Zick and County Executive Bob Ziegelbauer.

Absent/Excused: Attorney John Bilka, Lori Fure, Chief Paul Granger, Sheriff Dan Hartwig, Clerk of Court April Higgins, Judge Mark Rohrer (Chair), and Cindy Oswald.

Others Present: Andrew LaCrosse.

Meeting called to order by Vice Chair Jacalyn LaBre at 4:56. Noted that there were only 6 voting members present and therefore meeting lacked a quorum. Next meeting is September. Executive meeting will meet as scheduled.

Council members left at 4:57 p.m.

Respectfully Submitted

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

Patricia A. Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, May 9, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 11, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN)
5. Fair Access to the Courts Committee – Ann Larson.
6. Next meetings: Council – September 4, 2024; Executive Committee June 13, 2024
7. Adjournment.

Date: May 2, 2024

Chair Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING
MAY 9, 2024 12:15 P.M.
MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM**

Attendance: District Attorney Jacalyn LaBre, Attorney Ann Larson, Chief Ben Meinnert, Probation & Parole Supervisor Jennifer Zick. James Falkowski is also present.

Call to order by Vice Chair Jacalyn LaBre at 12:17 p.m.

Ms. LaBre asked for corrections if any to the April 11, 2024 minutes. No changes or corrections were offered and a motion to approve was made by Ms. Jennifer Zick. Motion was seconded by Chief Ben Meinnert. Motion passed unanimously.

Ms. LaBre asked for public comment; no one present wished to speak and public comment was closed.

The new Drug Court Coordinator, Jamie Klinksick, has started. She was unable to attend to introduce herself, but should be able to attend the June Executive and September Council meetings. Was noted that the Treatment Court Providers conference was again valuable.

Several members of the Executive Committee participated in a site visit to Fairfax County Virginia to learn about their Diversion and Deflection programs. Very valuable and educational to see how other systems work.

Ann Larson reported that Fair Access Committee met on April 30, 2024. Will continue to follow up on identified issues and seek more input. Anticipate meeting again in September.

The next Council meeting is September 4, 2024. The agenda can be discussed at the June Executive Committee meeting on June 13, 2024.

Motion to adjourn was made by Ms. Zick and seconded by Attorney Larson. Meeting adjourned at 12:29 p.m.



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, June 13, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 8th Street, Manitowoc, WI 54220

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

1. Call to order and roll call.
2. Consideration and correction, if any, of May 9, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN)
5. Next meetings: Council – September 4, 2024; Executive Committee August 8, 2024
6. Adjournment.

Date: June 6, 2024

Chair Judge Mark Rohrer

Prepared by: Patricia Koppa
Council Secretary

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING**

June 13, 2024 12:15 P.M.

MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM

Attendance: District Attorney Jacalyn LaBre, Attorney Ann Larson, Judge Mark Rohrer, Probation & Parole Supervisor Jennifer Zick. Excused: Chief Ben Meinnert, Pat Koppa, Jamie Klinksick and Supervisor James Falkowski is also present.

Call to order by Chair Mark Rohrer at 12:26 p.m.

No corrections offered for the May 9 meeting minutes; a motion to approve was made by Ms. Jennifer Zick. Motion was seconded by Attorney Ann Larson. Motion passed unanimously.

Judge Rohrer noted no one was present for public comment.

The new Drug Court Coordinator, Jamie Klinksick, introduced herself. She previously worked in Manitowoc Community Clinical support unit as well as in Brown County in similar area. Notes that number of court participants is currently low but anticipate starting additional clients soon.

MYIN has been actively meeting with the diversion and deflection project but no report available. Will ask Stacy Ledvina to provide an update at the August executive meeting.

The next Council meeting is September 4, 2024. Executive Committee meeting on August 15 2024.

Motion to adjourn was made by Attorney LaBre, seconded by Ms. Zick. Meeting adjourned at 12:30 p.m.

Respectfully submitted,

Patricia Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, August 22, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 13, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN) – Written report from Stacy Ledvina
5. Set agenda for the September Council meeting.
6. Next meetings: Council – September 4, 2024; Executive Committee September 12, 2024
7. Adjournment.

Date: August 15, 2024

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 MEETING**

August 22, 2024, 12:15 P.M.

MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM

Attendance: District Attorney Jacalyn LaBre, Judge Mark Rohrer, Probation & Parole Supervisor Jennifer Zick. Jamie Klinksick also present. Excused: Attorney Ann Larson, Chief Ben Meinnert.

Call to order by Chair Mark Rohrer at 12:25 p.m.

No corrections offered for the June 13, 2024 meeting minutes; a motion to approve was made by Ms. Jennifer Zick. Motion was seconded by Attorney Jacalyn LaBre. Motion passed unanimously.

Judge Rohrer noted no one was present for public comment.

Jamie Klinksick presented Drug Court update. Recent graduations went well. Currently ten participants with candidates being evaluated.

MYIN will have a report for September 4th meeting. Stacy Ledvina will present.

The next Council meeting is September 4, 2024. Agenda should be a report by each of the committees. Next Executive Committee meeting will be on September 12, 2024.

Motion to adjourn was made by Attorney LaBre, seconded by Ms. Zick. Meeting adjourned at 12:29 p.m.

Respectfully submitted

Patricia Koppa, Council Secretary.



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, September 4, 2024
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 South Ninth 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 of and corrections to March 6, 2024 meeting minutes (lacked quorum on May 1, 2024.)
3. Introductions if any.
4. Public Comment.
5. Drug court update and action, if required.
6. Updates, if any, from subcommittees:
 - a. Access to Courts – by Ann Larson
 - b. Manitowoc Youth Intervention Network – DART Leadership by Stacy Ledvina
7. Announcement of next meeting dates:
 - a. Council: November 6, 2024
 - b. Executive Committee: September 12, 2024
8. Adjournment.

Date: August 29, 2024

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.

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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 4, 2024
Communications and Technology Building, Manitowoc

Attendance: Council members Present: Attorney John Bilka, County Board Supervisor James Falkowski, Lori Fure, Sheriff Dan Hartwig, Patricia Koppa (council secretary/non-voting), District Attorney Jacalyn LaBre, Attorney Ann Larson, Chief Benjamin Meinnert, Judge Mark Rohrer (Chair), and County Executive Bob Ziegelbauer.

Absent/Excused: Chief Paul Granger, Clerk of Court April Higgins, Cindy Oswald and Jennifer Zick.

Others Present: Jamie Klinksick, Andrew LaCrosse, Emma Eisenschink
Meeting called to order by Chair Judge Mark Rohrer at 4:51 PM. Attendance sheet circulated.

Asked for any corrections to the March 6, 2024 minutes. No corrections were offered and Attorney Ann Larson made the motion to approve, District Attorney Jacalyn LaBre provided the second and the minutes were unanimously approved.

Introductions:

Emma Eisenschink the new Community Navigator for the Diversion and Deflection program.
Jamie Klinksick, Drug Court Coordinator.

No one present for public comment.

Ms. Klinksick reported on Drug court: Six recent graduation have brought number of participants down to 10. There is one new person entering the program and two applications pending.

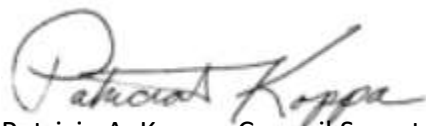
Attorney Larson reported that the Access to Court committee will meet to determine any progress with prior requests.

Stacy Ledvina reported that the Implementation portion of the Deflection and Diversion grant had been received. The grant has allowed Ms. Eisenschink to be hired. While the Implementation grant was received, also obtained a one month extension to use the Planning funds and sent staff to training. Meeting on September 11 to discuss revision of the Juvenile Policies.

Next meeting of Council will be November 6, 2024 at 4:45 and the Executive Committee will meet September 12 at 12:45.

Motion to Adjourn by Attorney Larson, second by Supervisor Falkowski and meeting adjourned at 5:02 p.m.

Respectfully Submitted



Patricia A. Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, September 12, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 22, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN) - Diversion/Deflection Grant
 - c. Access to Courts Committee
5. Next meetings: Council – November 6, 2024; Executive Committee October 12, 2024
6. Adjournment.

Date: September 5, 2024

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.

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING
September 12, 2024, 12:15 P.M.
MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM**

Attendance: District Attorney Jacalyn LaBre, Attorney Ann Larson, Chief Ben Meinnert, Judge Mark Rohrer, Probation & Parole Supervisor Jennifer Zick. Supervisor James Falkowski, Jamie Klinksick & Patricia Koppa also present.

Call to order by Chair Mark Rohrer at 12:21 p.m.

No corrections offered for the August 22, 2024 meeting minutes; a motion to approve was made by Attorney Jacalyn LaBre. Motion was seconded by Attorney Ann Larson. Motion passed unanimously.

Judge Rohrer called three times for public comment. No one present wished to speak and public comment was closed.

Jamie Klinksick had presented to Council on September 6 and had nothing additional to report.

Commissioner Patricia Koppa advised the meeting of the Diversion and Deflection group had made progress on the Juvenile Court procedure revision. Some concept issues arose and will be discussed in greater detail with the involved departments.

Attorney Larson noted the Access to Court Committee will meet during October.

The next Council meeting is November 6, 2024. Next Executive Committee meeting will be on October 3, 2024 as the regular date of October 10 does not work for several members.

Motion to adjourn was made by Attorney LaBre, seconded by Ms. Zick. Meeting adjourned at 12:25 p.m.

Respectfully submitted,

Patricia Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, October 3, 2024
TIME: 12:15 p.m.
PLACE: South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 September 12, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN) - Diversion/Deflection grant
 - c. Access to Courts Committee
5. Set agenda for November Council meeting.
6. Next meetings: Council – November 6, 2024; Executive Committee November 14, 2024
7. Adjournment.

Date: September 26, 2024

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.

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING
October 3, 2024, 12:15 P.M.
MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM**

Attendance: District Attorney Jacalyn LaBre, Chief Ben Meinnert, Judge Mark Rohrer, Probation & Parole Supervisor Jennifer Zick. Supervisor James Falkowski & Jamie Klinksick also present.

Call to order by Chair Mark Rohrer at 12:20 p.m.

No corrections offered for the September 12, 2024 meeting minutes; a motion to approve was made by Attorney Jacalyn LaBre. Motion was seconded by Probation and Parole Supervisor Jennifer Zick. Motion passed unanimously.

Supervisor James Falkowski inquires when the annual report for Drug Court will be available. It was suggested by all members for it to be available at the next CJCC meeting. Jamie Klinksick, Drug Court Coordinator, indicated it could be available for November meeting.

Jamie Klinksick updated Council on Drug Court. There are currently nine participants. There has been one graduation since last Executive CJCC meeting. One individual is in treatment and another has treatment pending.

Several items were mentioned to discuss at the November 6, 2024 CJCC meeting:

- a) Executive Committee Report
- b) Drug Court Annual Report
- c) Courthouse Remodeling Project
- d) Report regarding youth and social services by Stacy Ledvina

The next Council meeting is November 6, 2024. Next Executive Committee meeting will be on December 12, 2024.

Motion to adjourn was made by Attorney LaBre, seconded by Chief Ben Meinnert. Meeting adjourned at 12:45 p.m.

Respectfully submitted,

Mark Rohrer
Chair



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL MEETING NOTICE



DATE: Wednesday, November 6, 2024
TIME: 4:45 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111-112
1024 South Ninth 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 of and corrections to September 4, 2024 meeting minutes.
3. Introductions if any.
4. Public Comment.
5. Drug court update and action, if required.
6. Updates, if any, from subcommittees:
 - a. Access to Courts by Ann Larson
 - b. Manitowoc Youth Intervention Network – DART Leadership by Stacy Ledvina
7. Announcement of next meeting dates:
 - a. Council: January 8, 2025.
 - b. Executive Committee: November 14, 2024.
8. Adjournment.

Date: October 29, 2024

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.

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Manitowoc County Criminal Justice Coordinating Council
Minutes November 6, 2024
Communications and Technology Building, Manitowoc

Attendance: Council members Present: Attorney John Bilka, County Board Supervisor James Falkowski, Lori Fure, Chief Paul Granger, Sheriff Dan Hartwig, Patricia Koppa (council secretary/non-voting), District Attorney Jacalyn LaBre, Attorney Ann Larson, Chief Benjamin Meinnert, Judge Mark Rohrer (Chair), Jennifer Zick and County Executive Bob Ziegelbauer. Absent/Excused: Clerk of Court April Higgins, and Cindy Oswald. Others Present: Jamie Klinksick, Andrew LaCrosse, Emma Eisenschink

Meeting called to order by Chair Judge Mark Rohrer at 4:52 PM. Attendance sheet and Drug Court Support letter circulated.

Asked for any corrections to the September 4 minutes. No corrections were offered and Supervisor James Falkowski made the motion to approve, Attorney Ann Larson provided the second and the minutes were unanimously approved.

No introductions needed.

No one present for public comment and public comment closed at 4:53.

Ms. Klinksick reported on Drug court: Provided some historical information: 58 graduates, 12 in 2024; 19 terminations from program, only 3 in 2024. Explained that all are participating in various therapy program and some participants are currently in residential treatment programs. The alumni group has become more active and is growing in support of current participants.

Support for the drug program and continued support of grant is needed; letter to be signed was circulated earlier and missing members will be contacted.

Judge Rohrer described some other community events regarding the program including Dose of Hope and the Cooking program. Over a period of weeks, the participants learn new cooking skills for a multi course meal. Final event is put on for the larger community; approx. 80 were fed in 2023.

Chief Ben Meinnert moved to formally indicate the continued support of the Council for the Drug Court and the application for the grant funds. Second by Sheriff Dan Hartwig. Motion approved. Attendee reminded to sign the letter.

Attorney Larson reported that the Access to Court committee met and continues to follow up regarding requests that were previously made. Judge Jerilyn Dietz share with the group that there is a program in two Wisconsin counties called "The Fairness Challenge Pilot Project Initiative, developed by LaGratta Consulting and supported by the State Justice Institute. John Bilka pointed out that the materials are free and the committee is reaching out to learn more.

Judge Rohrer noted access can include the ability to present a case and that technology continues to advance. While the Courthouse HVAC work is happening is a good time to consider wiring and such so the judges will discuss presentation technology at a meeting on November 21.

Stacy Ledvina report that the next meeting regarding the Juvenile Policy will be on November 21. She then asked Emma Eisenschink to present regarding progress in her community navigator position. Emma explained the brochure which has been made available to all of the schools. There have already been three referrals, one from Manitowoc and two from Two Rivers. One case even closed. The intent is to avoid juvenile court referrals, program is not available for lesser offenses or situations. A copy of the brochure will be sent to be shared with full council membership. Any Law Enforcement officer is also able to refer a child.

Next meeting of Council will be January 8, 2025 at 4:45 and the Executive Committee will meet December 12 at 12:45.

Motion to Adjourn by Attorney Larson, second by Chief Meinnert and meeting adjourned at 5:19 p.m.

Respectfully Submitted

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

Patricia A. Koppa, Council Secretary



MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL



Executive Committee MEETING NOTICE

DATE: Thursday, December 12, 2024
TIME: 12:15 p.m.
PLACE: BR. 1 South Jury Room (Room 231)
Manitowoc County Courthouse
1010 S. 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 3, 2024 meeting minutes.
3. Public Comment.
4. Updates, if any:
 - a. Drug Court
 - b. Manitowoc Youth Intervention Network (MYIN) - Diversion/Deflection grant
 - c. Access to Courts Committee
5. Set agenda for January Council meeting
6. Next meetings: Council – January 8, 2025; Executive Committee January 11, 2025
7. Adjournment.

Date: December 4, 2024

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.

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**MINUTES OF THE MANITOWOC COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE MEETING**

December 12, 2024, 12:15 P.M.

MANITOWOC COUNTY COURTHOUSE, SOUTH JURY ROOM

Attendance: Attorney Ann Larson, Chief Ben Meinnert, and Judge Mark Rohrer. Supervisor James Falkowski, Jamie Klinksick and Patricia Koppa also present.

Excused: District Attorney Jacalyn LaBre, Probation & Parole Supervisor Jennifer Zick

Call to order by Chair Mark Rohrer at 12:17 p.m.

No corrections offered for the October 3, 2024 meeting minutes; a motion to approve was made by Attorney Ann Larson. Motion was seconded by Chief Ben Meinnert. Motion passed unanimously.

Public Comment: Supervisor James Falkowski wished all Merry Christmas.

Jamie Klinksick updated the committed on Drug Court. Thirteen participants graduated in 2024. There are four new participants joining in the coming weeks. The Holiday party took place on December 11 and was a success. Judge Rohrer's cooking classes are scheduled and will conclude with a meal for Lighthouse clients.

Attorney Ann Larson reported the Access to Court committee met and made progress with some of the items on the list and learned more about the resources available. Signage, including marking courthouse interior with signs identifying streets was discussed. Pat Koppa noted that the messages from the Fairness Challenge are being received this week; the suggestions are thought provoking and should be researched further. Some could be easily implemented. There will be a meeting in January.

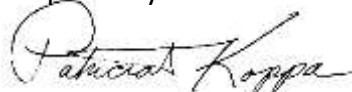
Several items were mentioned to discuss at the next CJCC Meeting.

- a) Executive Committee report
- b) Drug Court Annual Report
- c) Report regarding youth justice services by Stacey Ledvina
- d) Courthouse remodeling project

The next Council meeting is ordinarily in January. However, due to the holiday, there is a conflict with it being held on the first business Wednesday. So instead, the next meeting will be **February 5, 2025**. Next Executive Committee meeting will be on January 9, 2025.

Motion to adjourn was made by Attorney Larson, seconded by Chief Ben Meinnert. Meeting adjourned at 12:31 p.m.

Respectfully submitted



Patricia Koppa, Council Secretary