

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
JANUARY 2, 2013
THE KENSINGTON BANQUET ROOM

Members Present: J.P. Plachecki (Winona County Bar Association); Rená Patterson (Corrections' Supervisor); Fatima Said (Public Member); CJCC Chair Sally Cumiskey (Court Administrator); Judy Gilow (Public Member); Mike Flaherty (Assistant Winona City Attorney); Sharon Summers (Winona County Community Services); Jeff Apse (Lewiston-Altura School District); Kevin Kearney (Winona Police Department); Dave Brand (Winona County Sheriff); Justin Green (Public Member); Carmaine Sturino (Assistant Public Defender); Travis Volkman (Goodview Police Dept.); The Honorable Nancy Buytendorp (Winona County District Court Judge), Gerry Krage (Winona City Council).

Members Absent: Duane Hebert (County Administrator); Mena Kaehler (Winona County Commissioner); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Paul Bostrack (City of Winona Police Chief; Karin Sonneman (Winona County Attorney).

Guests Present: Kalene Engel (CJCC Executive Director); Steve Jacobs (Winona County Commissioner-Elect); Ron Ganrude (Winona County Sheriff's Dept – proxy for Steve Buswell); Jim Pomeroy (Winona County Commissioner – proxy for Mena Kaehler); Kevin O'Laughlin (Asst. Winona County Attorney – proxy for Karin Sonneman); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/revise/approve Agenda for January 2, 2013:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from December 5, 2012:** Approved without changes
- 4) **General Business:**

- A. **Informational Item: Wi-Fi in the Courthouse (Sally Cumiskey):** Starting today, public Wi-Fi will be available at the courthouse. See the attached instructions.
- B. **Informational Item: Open Public Forum on Judicial Selection January 9, 2013 (Kalene Engel):** The forum will be held at Winona City Hall from 6:30 to 8:00 p.m. Judge Thompson is a featured speaker; Karin Sonneman will be moderating.
- C. **Informational Item: 2013 Elected Official Outreach Event on February 9, 2013 (Kalene Engel):** The event will be held on February 9, 2013 at the Winona History Center from 9:00 a.m. to 11:00 a.m. Area elected officials and members of CJCC and League of Women Voters will be invited to attend.
- D. **Informational Presentation (Nicole Thompson, Restorative Justice):** Nicole Thompson, Restorative Justice Coordinator, gave a presentation on the various programs currently being offered by Winona County Restorative Justice (see attached handout).
- E. **Action Item: Recommendation by Juvenile Justice Committee to Offer GPS (Rená Patterson/Sharon Summers):** The Juvenile Justice Committee has recommended that GPS be utilized as a monitoring option, in appropriate cases, for juveniles involved in delinquency cases. Not only would there be a

significant cost savings over traditional placement (\$300/month versus \$2-300/day) but such monitoring would allow the juvenile to stay in his/her home environment, continue attending school here and engage in services in the community. Sharon has drafted EHM guidelines and a reimbursement policy. One of the vendors, CamSystems, offers lower prices and same-day hookups. The council unanimously supported the recommendation.

5) Committee Reports:

- A. **Juvenile Justice Committee-Rena Patterson:** The majority of the meeting was spent on the CamSystems GPS presentation and discussion (see above). Jenny Losinski from Winona County Community Services was also present to discuss the County's foster care program. Because there were some unanswered questions regarding what foster care services were being provided by Family and Children's Center, Carmaine offered to invite Rita Wolcott from FCC to our next meeting to talk about their program.

Next Meeting: January 24, 2013 at noon at Kensington

- B. **Courts Committee-Hon. Nancy Buytendorp:** The meeting was cancelled due to an impending snowstorm and rescheduled for January 3, 2013.

Next Meeting: January 3, 2013 and January 17, 2013 at 8 a.m. at 4th Floor Jury Room

- C. **Community Outreach/Diversity Committee – Kevin Kearney:** The committee discussed the two outreach events (See Informational Items B & C). With the upcoming legislative event, the committee would like to have the "No MN Driver's License" workgroup reconvene so that this issue can be brought to the legislator's attention. A new local non-profit group, Livewell Winona, is looking at putting together a SAMSHA "Drug Free Community" grant and has asked for our assistance. At this point, the project is in the early stages and it is not clear either who would apply for the grant or what would be done with the funds. The committee meeting time has been changed to later in the day during the winter months to account for the unpredictable winter weather.

Next Meeting: January 16, 2013 at 12:30 p.m. at Kensington Banquet Room

- D. **Jail and Jail Alternatives Committee – Justin Green:** Victor Souders is heading the ACH (Advanced Correctional Healthcare) Review workgroup so anyone interested in serving on that workgroup should contact him. A pretrial services program proposal has been drafted, but before funding can be requested, all the key stakeholders need to be on board. Because both the jail and community services will be increasing their usage of GPS monitoring soon, this will be an opportunity to develop a comfort level with how that type of monitoring works. Kalene will also be collecting and compiling data from the court, DOC and jail regarding possible numbers of pretrial participants.

Next Meeting: January 29, 2013 at noon at Kensington Banquet Room

- E. **Crime Prevention – Travis Volkman:** Did not meet in December.

Next Meeting: January 28, 2013 at 2:30 p.m.

6) Adjournment: 11:47 p.m.

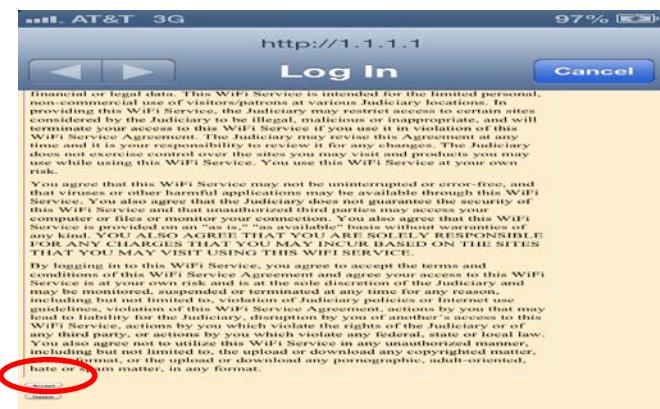
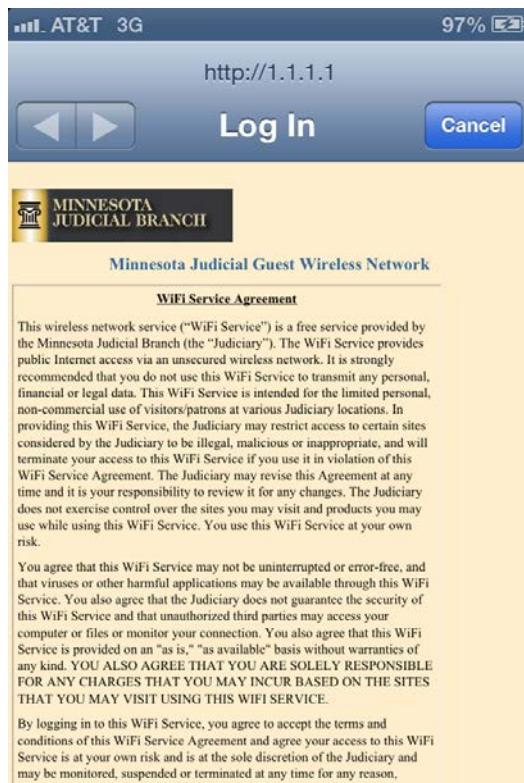
Public Guest Wi-Fi for the MN Judicial Branch

The MN Judicial Branch is now offering Public Guest Wi-Fi in all Courthouses. The name of the Public Guest Wi-Fi network is **MJB_Guest**



Once the MJB_Guest network is selected, you will be presented with a Log In Agreement screen similar to the one below, you will need to click on the "Accept" button in order to finish the connection process.

Depending on the device, you may need to scroll down to find the "Accept" button.



***Due to the high number of different wireless devices that are on the market today, Court Staff will be unable to provide individual support in connecting to the Wi-Fi network. If you are having issues connecting, please contact your own tech support personnel.**



Program Overview

Restorative Justice views crime as a violation of people and of relationships. Those violations create certain obligations, with the central obligation of putting right the wrongs. A Restorative process involves, to the extent possible, all those who have a stake in the specific offense. It empowers victims and communities by giving them a direct voice and it allows offenders to take responsibility for their actions and helps them gain a better understanding of how their actions can affect others.

The Winona County Restorative Justice Program is a community based program that strives to make a difference in the lives of young people. The program is housed with the Department of Corrections and takes a restorative approach to dealing with juveniles. The program's mission is to "facilitate compassionate responses for crime and wrongdoing that fosters support and healing for the victim; accountability, rehabilitation of the offender; and renewal and safety for the community.

The following is a list of Programs we offer to Winona County.

1. Community Group Conferencing

Community Group Conferencing can be used as an alternative form of conflict resolution or as a diversion from courts. Participation of the victim(s) is voluntary and participation of the offender(s) is based on his or her readiness. The offender(s) must first admit guilt and be willing to participate in the conferencing process. A pre-meeting is scheduled for both the offender(s) and victim(s) to explain the process and to go over what is expected from them. The conference is lead by a trained facilitator, and includes the victims and supporters, offender and their supporters, and community members. Together as a group they discuss and determine the best way to repair the harm caused by the juvenile's behavior. The process allows both the victim and the community to be directly involved in responding to hurtful behaviors. Community Group Conferencing is available to low level offenders deemed appropriate by the County Attorney's Office. Conferences are also utilized in the school setting and to address victim/offender incidences ordered through the court on appropriate cases.

2. Circles

A Circle is a structured process for organizing effective group communication, relationship building, decision making and conflict resolution. Each Circle is designed to fit the needs of the specific

population being addressed. The Circle is run by a “Keeper” who monitors the movement and stimulates reflection of the group through questions or topic suggestions. The purpose of the Circle is to bring people together as equals to have honest exchanges about sometimes difficult issues in an atmosphere of respect and concern for everyone. Circles are often developed for specific groups of juveniles based on age, gender, interests, or behavior.

3. School Circles

School Circles are offered to all Winona County schools as a prevention and intervention program, designed to explore various topics. The Circles are set up once a week for approximately 30-45 minutes to help students develop skills needed to be good listeners and to form healthy, positive relationships within their classroom community. The class will sit in a circle so that everyone can see everyone else be heard. A talking piece is used as a way of helping all participants communicate respectfully with one another. The talking piece is passed from person to person and the one holding the talking piece has the right to talk while the rest of the circle has the right to listen. This ensures that everyone has the opportunity participate in the circle discussion. The circle symbolizes the idea of an inclusive classroom community. The discussions focus on building positive character traits, which focus on topics such as; kindness, empathy, compassion, respect, fairness, integrity, honesty, responsibility, community, family, peer pressure, community, and others. The goals of the discussions are to create a cooperative learning environment by allowing time for students to get to know one another and to give students the skills they need to solve interpersonal problems and to build positive relationships.

4. Mentoring Program

The Mentoring program offers two different tracks, one-on-one or group. Both tracks provide at-risk youth ages 10-18 years with positive, caring adult mentor(s). Referrals are made to the program through probation officers, community services, parents/guardians, and schools within Winona County. Mentors are over the age of 18 years, screened, trained, willing and wanting to try new and exciting activities with their mentees. Many of these children are seeking stability in their lives, so a one year commitment of mentors is required for both the one-on-one and group mentoring tracks. If involved in the One-on-One Mentoring track, the mentor is responsible for meeting with their mentee on a weekly basis for one to two hours, as well as attend a monthly Group Mentoring session. The monthly sessions provide the one-on-one matches a chance to check in with the Restorative Justice Coordinators. Involvement in the Group Mentoring Program requires mentors to meet with a group of mentees on a monthly basis for two hours. The Group Mentoring program, which is run in a Circle process, provides a safe, respectful place to share thoughts, ideas, and feelings.

Matched and unmatched mentors and mentees are highly encouraged to attend the monthly Mentoring Program activities (outside of Group Mentoring), which are supervised by the Restorative Justice Coordinators. The goal of the mentor(s) is to serve as a positive role-model(s), to

demonstrate experiences and choices that they might not otherwise have been exposed to and to provide them with access to people, places and things that are perhaps outside of their normal environment.

5. Community Work Service

The Community Work Service Program is designed to provide juveniles with the opportunity to repair the harm they have caused victims and the community. The program also offers juveniles a caring, encouraging atmosphere that includes positive work service tasks that are educational and meaningful. The ultimate goal of the Community Work Service Program is accountability to the community and payment of restitution to the victims. The crew works two Saturdays a month during the school year and once a week in the summer from 8:30am to 4:30pm. The crew is supervised by a Restorative Justice Coordinator, site supervisor, and community mentoring volunteers.

6. Victim Empathy Class

The Victim Empathy class is designed as a court-ordered program that is centered on juvenile offenders being able to empathize with the victims of crimes. By serving offenders who have committed an offense(s) which has a victim(s), the hope is to encourage empathy in young people. This course is designed as a seven week program, run after school hours, one day a week for two hours, four times a year, with a maximum of ten participants per seven week session. A juvenile offender who has committed an offense(s) where it is possible to identify a person(s) affected (with the exception of domestic violence or sex offending) may be eligible. The program will challenge the young person to face the harm they have caused and consider what they can do to put it right. The Victim Empathy class will explore principles and values, such as respectful relationships, honesty, openness, taking responsibility, active listening, inclusion and acceptance of diversity, care of ownership, and other important aspects in developing and enhancing empathy.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
FEBRUARY 6, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Rená Patterson (Corrections' Supervisor); Fatima Said (Public Member); CJCC Chair Sally Cumiskey (Court Administrator); Mike Flaherty (Assistant Winona City Attorney); Sharon Summers (Winona County Community Services); Jeff Apse (Lewiston-Altura School District); Kevin Kearney (Winona Police Department); Dave Brand (Winona County Sheriff); Justin Green (Public Member); Carmaine Sturino (Assistant Public Defender); The Honorable Nancy Buytendorp (Winona County District Court Judge); Duane Hebert (County Administrator); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner).

Members Absent: Gerry Krage (Winona City Council); Travis Volkman (Goodview Police Dept.); Judy Gilow (Public Member); J.P. Plachecki (Winona County Bar Association); Paul Bostrack (City of Winona Police Chief).

Guests Present: Kalene Engel (CJCC Executive Director); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack); The Honorable Mary Leahy (Winona County District Court Judge); Kaitlyn Wahlsten (Law Clerk), Stephanie Nuttall (Assistant Winona County Attorney).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/review/approve Agenda for February 6, 2013:** Approved with the addition of 4.D. Technology Update from Duane Hebert and 4.E. Communication of CJCC Activities from Kalene Engel.
- 3) **Review/review/approve draft Minutes from January 2, 2013:** Approved without changes
- 4) **General Business:**
 - A. **Welcome to New Members:** Welcome to new members, Jim Pomeroy (County Board of Commissioners) and Gerry Krage (City Council)
 - B. **Informational Item: Diversion Program Presentation (Stephanie Nuttall):** Assistant County Attorney Stephanie Nuttall, who is also the Diversion Coordinator, provided an update on the three Winona County Diversion Programs: Juvenile, Misdemeanor and Felony. See attached Program Summary and Statistics.
 - C. **Informational Item: Reminders of Upcoming Events:** Members were referred to the Agenda for upcoming events sponsored by CJCC or its members.
 - D. **Informational Item (Duane Hebert):** Progress is continuing on getting EDMS (electronic document management system) up and running in Community Services. The County Board authorized the hiring of an Onbase Specialist who will help with this effort. One of that employees first projects will be to visit county departments to inventory the software currently being used..
 - E. **Informational Item (Kalene Engel):** As a result of a recommendation from the CJCC Executive Committee, Kalene will be compiling a monthly summary of the CJCC meeting to be provided to all

Council members and to employees in the departments of council members who are on the county e-mail system. Any member who does not wish to have the employees in his/her department receive the update should “opt out” by notifying Kalene.

5) Committee Reports:

- A. **Crime Prevention (Kalene Engel):** Livewell Winona was discussed and its coordinators will be invited to become members of the committee to encourage coordination/collaboration between the organizations. One project that we are both working on is the Drug Free Communities Support Program that would provide funding for a Drug Free Coalition to prevent youth substance use. CJCC members may be approached to become members of the coalition. Funding is intended to fund coordinators for the coalition, but not programming such as DARE. The Community Responsibility Panel is looking for volunteer facilitators; training will be provided. A sample “Disruptive Intoxication Ordinance” to provide additional enforcement opportunities relative to alcohol-influenced behavior was introduced. Concerns about a recurrence of downtown drink specials was raised.

Next Meeting: February 25, 2013 at 2:30 p.m. at Kensington Banquet Room.

- B. **Juvenile Justice Committee-Rena Patterson:** The committee continues to explore local placement options for youth. A Family & Children’s Center representative presented information on its Therapeutic Foster Care Program. The CamSystems GPS monitoring options which was endorsed at the last CJCC meeting is currently being used with favorable results. CamSystems is offering training on the devices and will shortly have a new handheld device available for PBTs (portable breath testing). A meeting on juvenile transportation issues was held and the court order was clarified by the judges. The Pathways program started operation in January; it is not clear if it is a true sober school. Scott Hannon will have a Pathways representative attend the March Juvenile Justice Meeting to provide an update on the program. A workgroup is still working on formulating the appropriate language to be used in court orders for children placed out of home to ensure that IVE funding can be accessed at a later date, if warranted. A representative from Family Connect will provide information on its services at the February committee meeting.

Next Meeting: February 28, 2013 at noon at Kensington Banquet Room

- C. **Courts Committee-Hon. Nancy Buytendorp:** Due to a weather cancellation, the committee had two meetings this month, on January 3rd and January 17th. Work on the pretrial services program continues in the form of data collection and establishing a comfort level with the new GPS monitoring systems. The workgroup established to address gaps for individuals found to be incompetent to proceed in their criminal case but not deemed to be appropriate for civil commitment has developed a procedure to make sure that these individuals do not fall through the cracks. Another workgroup continues to review the cost and use of court-appointed experts. Yet another workgroups has developed plea petition forms that can be used for mail-in pleas, if allowed by rule. The judges have since approved these forms. The County Attorney and Public Defenders Offices are working together to resolve the issue of proper disclosure of criminal history information by prosecution to defense. Diana Miller of Women’s Resource Center talked about ways to improve handling of domestic violence cases from the victim’s perspective. She also gave an update on the Safe Haven Project, which will provide a supervised visitation center at Family & Children’s Center. Judge Leahy will be attending training for this in Dallas in

March. The need for at least 2 days advance notice of ITV hearings was discussed. Drug Court is going well and there are currently 7 participants.

Next Meeting: February 21, 2013 at 8 a.m. at 4th Floor Jury Room

- D. **Community Outreach/Diversity Committee – Kevin Kearney:** Police and the Department of Corrections have been receiving requests for assistance from families of synthetic drug users, who don't know where to go for help in understanding how to deal with their loves ones. After discussion, the committee felt that establishing a Family Support Group specific to synthetic drug users would be the best approach and that Livewell Winona might be a good fit for organizing such a group. A workgroup was formed to discuss possible solutions for problems that arise when immigrants are unable to obtain driver's licenses. Law Day is scheduled for April 29, 2013. A planning meeting is scheduled for February 15 to discussing a bullying presentation for area elementary schools.

Next Meeting: February 20, 2013 at 12:30 p.m. at Kensington Banquet Room

- E. **Jail and Jail Alternatives Committee – Justin Green:** Refer to the minutes for information about the committee meeting. The Poverty Roundtable met last Thursday and adopted two initiatives, one relating to senior citizens and one relating to juveniles. The juvenile initiative involves housing for youth (i.e. homelessness, foster care, transitional housing, etc). Ruth Charles will be facilitating a small group meeting aimed at identifying unmet needs and available resources. Representatives from Department of Corrections, Community Services, District 861 and others will be invited to this meeting. Justin will notify Kalene of the meeting date and time and she will provide this information to CJCC members.

Next Meeting: February 26, 2013 at noon at Kensington Banquet Room

- 6) **Adjournment:** 11:47 p.m.

WINONA COUNTY DIVERSION PROGRAMS PROGRAM SUMMARY

Diversion Coordinator: Stephanie Nuttall
E-Mail: Diversion@co.winona.mn.us

Website: www.co.winona.mn.us/Winona_County/Diversion

The Winona County Diversion Programs are offered by the Winona County Attorney's Office as alternatives to traditional court prosecution for those:

- Who admit to violating the law;
- Who have little or no prior or pending criminal history;
- Who have the ability to follow the program components;
- Who are remorseful; and
- Who have the ability to make appropriate restitution to the victim and reparation to the community in a timely manner.

Offenders who are accepted into and successfully complete the Diversion Program will have the criminal charges against them dismissed, or in the case of juvenile offenders never filed.

Juvenile Diversion Program – up to 6 months, no program fee

- All juvenile citations screened upon receipt by County Attorney's Office.
- Offense Eligibility: non-delinquency offenses (not charged with a targeted misdemeanor, gross misdemeanor, or felony)
- 4 Tracks, depending on the offense characteristics
 - Mail-in (community service or a fine – curfew, tobacco, etc. offenses)
 - Regular (juvenile meets with agent and signs an agreement)
 - Restorative Justice (juvenile participates in conferencing and signs an agreement – shoplifting, property damage, etc. offense)
 - Community Services (juvenile meets with agent and signs agreement – runaway or truancy offenses)
- If successful, citation never filed with the court
- If unsuccessful, citation filed with the court and proceeds as usual

Misdemeanor Diversion Program – up to 6 months, \$100 program fee

- Offender must apply – application available at traffic court, at the courthouse, and online.
- Offense Eligibility: misdemeanor, gross misdemeanor, or petty misdemeanor offenses, excluding person offenses and traffic offenses.
- 2 Tracks, depending on the offense characteristics.
 - Regular (offender meets with agent and signs an agreement).
 - Community Responsibility Council (offender participates in Council meeting and signs agreement – social host, furnishing alcohol, public urination, etc. offenses).
- If successful, charges dismissed.
- If unsuccessful, prosecution reinstated at point proceedings suspended.

Felony Diversion Program – up to 1 year, \$150 program fee

- All felony cases charged are screened by the prosecutor.
- Offense Eligibility: felony property offenses, excluding Burglary.
- Offender signs contract with agent prior to entering a guilty plea – Court finds sufficient factual basis, but suspends proceedings pending the outcome of the program.
- If successful, charges dismissed.
- If unsuccessful, prosecution reinstated, conviction entered, & sentencing set.

WINONA COUNTY DIVERSION PROGRAMS
2011 PROGRAM STATISTICS

2011	Begin	Received	Reviewed	Referred	Ineligible	Pending	Successful	Ret./Fail	End
Misdemeanor	0	169	168	123	30	16	32	7	84
Juvenile	0	0	248	113	131	4	64	23	26
Felony	0	N/A	N/A	14	N/A	N/A	3	3	8
TOTAL	0	169	416	250	161	20	99	33	118

Juvenile Program

Offenses Referred:

16 Alcohol offenses
 18 Drug offenses
 27 Property offenses
 2 Obstruction offenses
 16 Traffic offenses
 42 Other offenses

Ineligible:

14 Ineligible offense
 1 Misdemeanor conviction
 46 Delinquency adjudication(s)
 80 Petty adjudication(s)
 12 Traffic offenses
 49 CHIPS case(s)
 58 Diversion(s)
 25 Probation
 6 Lack of Cooperation
 10 Absences

Returned:

7 No Response
 1 Offense Denied
 2 Declined Participation

Unsuccessful:

3 New Offense
 2 Comm. Serv. Incomplete
 1 Suspended from School

Misdemeanor Program

Offenses Referred:

93 Alcohol offenses
 6 Drug offenses
 18 Property offenses
 13 Obstruction offenses
 17 Other offenses

Ineligible:

3 Ineligible offense
 6 Panel Review offense
 4 Prior/Pending Felony
 22 Prior/Pending Misdemeanor
 8 Petty Misdemeanor
 14 Traffic offense(s)
 9 Diversion
 2 Probation
 2 Lack of Jurisdiction

Returned:

2 No Response
 2 Declined Participation

Unsuccessful:

1 New Offense
 1 Financial Unmet
 2 Evaluations Incomplete

Felony Program

Returned:

1 New Offense

Unsuccessful:

1 New Offense
 1 Missed Appointments

WINONA COUNTY DIVERSION PROGRAMS
2012 PROGRAM STATISTICS

2012	Begin	Received	Reviewed	Referred	Ineligible	Pending	Successful	Ret./Fail	End
Misdemeanor	84	286	287	189	110	3	110	39	124
Juvenile	26	0	365	114	254	1	66	37	37
Felony	8	N/A	N/A	3	N/A	N/A	4	5	2
TOTAL	118	286	652	306	364	4	180	81	163

Juvenile Program

Offenses Referred:

13 Alcohol offenses
 14 Drug offenses
 18 Property offenses
 1 Obstruction offense
 24 Traffic offenses
 54 Other offenses

Ineligible:

82 Ineligible offense
 78 Delinquency adjudication(s)
 154 Petty adjudication(s)
 10 Traffic offenses
 115 CHIPS case(s)
 140 Diversion(s)
 85 Probation
 5 Lack of Cooperation
 19 Absences

Returned:

14 No Response
 1 Declined Participation
 2 Offense Denied
 4 New Offense Committed

Unsuccessful:
 5 New Offense
 1 Financial Unmet
 2 Use of Alcohol/Drugs
 1 Missed Appointments
 4 Absences from School

Misdemeanor Program

Offenses Referred:

134 Alcohol offenses
 9 Drug offenses
 36 Property offenses
 9 Obstruction offenses

Ineligible:

8 Ineligible offense
 24 Panel Review offense
 2 Prior/Pending Felony
 45 Prior/Pending Misdemeanor
 2 Delinquencies
 22 Petty offense(s)
 36 Traffic offense(s)
 14 Diversion
 5 Probation
 5 Lack of Cooperation
 4 Lack of Jurisdiction

Returned:

1 No Response
 2 Declined Participation
 1 Offense Denied
 1 New Offense
 4 No Data

Unsuccessful:

10 New Offense
 18 Financial Unmet
 11 Comm. Serv. Unmet
 1 Evaluations Incomplete
 3 Other

Felony Program

Returned:

1 Declined Participation

Unsuccessful:

1 New Offense
 2 Use of Alcohol/Drugs
 2 Missed Appointments

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
MARCH 6, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Rená Patterson (Corrections' Supervisor); Fatima Said (Public Member); CJCC Chair Sally Cumiskey (Court Administrator and proxy for The Honorable Nancy Buytendorp); Mike Flaherty (Assistant Winona City Attorney); Sharon Summers (Winona County Community Services); Jeff Apse (Lewiston-Altura School District); Kevin Kearney (Winona Police Department); Dave Brand (Winona County Sheriff); Justin Green (Public Member); Duane Hebert (County Administrator); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner); Gerry Krage (Winona City Council); Travis Volkman (Goodview Police Dept.); J.P. Plachecki (Winona County Bar Association).

Members Absent: Judy Gilow (Public Member); Paul Bostrack (City of Winona Police Chief). Carmaine Sturino (Assistant Public Defender); The Honorable Nancy Buytendorp (Winona County District Court Judge).

Guests Present: Kalene Engel (CJCC Executive Director); Roseann Shaw (Assistant to and Proxy for Mike Flaherty, Assistant Winona City Attorney), Ron Gandrude (Chief Deputy Sheriff); Janneke Quick (Livewell Winona); Stacey Sadowski (Livewell Winona); Christine Ledebuhr (Assistant Public Defender).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:02 p.m.
- 2) **Review/review/approve Agenda for March 6, 2013:** Remove 4.B. Pathways Update; Add new 4.B. Project FINE Event and 4.C. Member Recognition
- 3) **Review/review/approve draft Minutes from February 6, 2013:** Approved without changes.
- 4) **General Business:**
 - A. **Informational Item-Livewell Winona Presentation:** Janneke Quick, Livewell Winona Community Wellness Director and Stacey Sadowski, Livewell Winona Community Wellness Operations Manager provided an overview of the services offered by their organization. Briefly, Livewell Winona (www.LivewellWinona.org) is a non-profit which was started in the summer of 2011 through donations from a family in the community. The mission of the organization is to engage the community in a culture of wellness that is distinctively noticeable and results in people that live longer, better lives and are measurably healthier. Livewell Winona intends to serve as a health hub in the community—to connect and engage community members with existing programs and services, but also to identify existing gaps and help developing programming to fill those gaps. They take a whole person, multi-dimensional approach to health including intellectual, spiritual, social, physical and occupational health. Current initiatives include maintaining a website with links to various health and wellness sites; race and community events calendars and a volunteer matching program; organizing a wellness conference; sponsoring a community health month and working with community partners to establish a substance abuse coalition. Ms. Quick and Ms. Sadowski are the only staff, but they do utilize multiple interns.
 - B. **Informational Item-Project Fine Arts Event:** Project FINE is holding a Cultural Arts & Ancestry Capstone Event (art show and sale) on Tuesday, March 12, 2013 from 5-7 p.m. at the Winona State Student Activity Center, Kryzsko.

- C. **Informational Item-Member Recognition:** The Council recognized and congratulated Steve Buswell who received the Patriot Award and David Brand who received an award on behalf of the Sheriff's Department from the Employer Support of the Guard and Reserve (ESGR) a subsidiary of the Defense Department. The awards recognized efforts in workplace flexibility and support of employees in the national guard or military reserves.

5) Committee Reports:

- A. **Jail & Jail Alternatives (Justin Green):** The CARE Program continues to revise existing procedures to improve the flow of communication between service providers. The review of the ACH (Advanced Correctional Healthcare) Program will be converted from an in-person interview survey to an on-line survey through Survey Monkey, allowing for a wide range of stakeholders to be surveyed. Winona Daily News now has a Crime Map link on its website, with information apparently coming from the morning crime briefings. Steve Buswell reported that the jail furlough committee will continue to hear furlough requests since the judges have agreed to issue an order authorizing the sheriff to direct furlough request decisions to the committee.

Next Meeting: March 26, 2012 at noon at Kensington Banquet Room.

- B. **Crime Prevention (Travis Volkman):** The Drug-Free Community Support Program Workgroup does not believe the community is in a position to apply for the grant this year, but will be meeting later today to discuss the possibility of applying for a mentor grant. The committee discussed a disruptive intoxication ordinance which would provide a law enforcement option for bad behavior due to intoxication which fell short of the disorderly conduct behavior. Mike Flaherty will be attending next meeting to discuss the wording of this ordinance. A second ordinance discussed was one relating to drink specials.

Next Meeting: March 18, 2013 at 2:30 p.m. at Kensington Banquet Room.

- C. **Juvenile Justice Committee-Rena Patterson:** Jay Kimball from Family Connect gave a presentation on the foster care services offered by his organization. Since Family Connect is considering expanding its services, committee members provided input on the type of facilities/homes Winona needs. The "wish list" included more local foster homes for corrections' kids; providers who were willing to take kids last minute or overnight for shelter or respite care; and additional training/mentoring provided by a respected, local foster care provider. Sherri Brekke provided copies of updated out of home placement forms. The "best interests" court order language which is necessary for IV-E funding has been added to the transport order, which is currently at the printer. The county attorney's office will also resume use of the more comprehensive placement order which includes the "best interests" language. Kalene will discuss a juvenile transportation issue with administration to determine the best approach for resolution. On March 8, 2013 at 11 a.m. the Poverty Roundtable will be meeting at the Chamber of Commerce at 902 East 2nd Street to discuss youth homelessness/youth in trouble.

Next Meeting: March 28, 2013 at noon at Kensington Banquet Room

- D. **Courts Committee-Sally Cumiskey:** New Rule 15 petitions were approved by the judges for DWIs and misdemeanors/gross misdemeanors. These petitions allow the defendant to plead guilty without the need for a hearing. Two other counties have already asked for copies of the forms. The Civil Commitments/Rule 20 Workgroup has essentially completed its work and

Brian Pafundi is drafting a written policy. Training on the Veterans Mentor Program was held in February and was very successful. Law enforcement and the jail are already flagging files in which veterans are involved; court administration has started to do so also. The DOC Felony Unit has moved to 370 W 2nd Street.

Next Meeting: March 21, 2013 at 8 a.m. at 4th Floor Jury Room

- E. **Community Outreach/Diversity Committee – Kevin Kearney:** Efforts are underway with Livewell Winona and Hiawatha Valley Mental Health Center to form a support group for family members of synthetic drug users. The February 9, 2013 Legislative Outreach Event was very successful. The No MN Driver's License proposal that was introduced at that event has gained steam, and the committee has paired up with other groups who are interested in helping illegal immigrants obtain driver's licenses. Recently, Rep. Karen Clark introduced a bill (HF 348) that "unlinks" immigration status from driver's license eligibility and returns the state to the 2002-03 rules which allowed people in this category could get a license. Law Day will be held on April 29, 2013 for sixth graders at Winona Middle School. Fall Law Day dates have been finalized with the non-WMS day on the morning of October 3, 2013 and the WMS Day on October 4, 2013. Several CJCC members will be attending a Career Fair at Lewiston-Altura Schools on March 7, 2013.

Next Meeting: March 20, 2013 at 12:30 p.m. at Kensington Banquet Room

6) Other: Additional Announcements

- Recent Sheriff's Department outreach efforts include alcohol retailer training and implementing "active shooter" trainings/policy reviews at area schools.
- The drug court coordinator job description will be posted shortly.
- The County Board has been discussing the creation of a unit within Community Services to bring together some of the prevention/rehabilitation model programs created through CJCC efforts, such as drug court and the CARE Program. At this point, the proposed unit is being called the Family and Community Reintegration Unit, but suggestions are welcome on a different name.
- The County has backup plans for Drug Court if federal funding is sequestered.

7) Adjournment: 12:45 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
APRIL 3, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Sharon Summers (Winona County Community Services); Kevin Kearney (Winona Police Department); Justin Green (Public Member); The Honorable Nancy Buytendorp (Winona County District Court Judge); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner), Travis Volkman (Goodview Police Dept.); Judy Gilow (Public Member); J.P. Plachecki (Winona County Bar Association).

Members Absent: Gerry Krage (Winona City Council); Paul Bostrack (City of Winona Police Chief); Rená Patterson (Corrections' Supervisor); CJCC Chair Sally Cumiskey (Court Administrator); Mike Flaherty (Assistant Winona City Attorney); Dave Brand (Winona County Sheriff); Duane Hebert (County Administrator); Jeff Aspe (Lewiston-Altura Public Schools Superintendent); Carmaine Sturino (Assistant Public Defender).

Guests Present: Kalene Engel (CJCC Executive Director); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack); Ron Ganrude (Winona County Sheriff's Dept - proxy for Dave Brand), Michelle Rudnik (Dept. of Corrections – proxy for Rena Patterson), Christine Ledebuhr (Public Defender's Office – proxy for Carmaine Sturino); Lisa Swenson (Public Defender's Office); Diana Miller (Women's Resource Center).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/revise/approve Agenda for April 3, 2013:** Approved without corrections.
- 3) **Review/revise/approve draft Minutes from March 6, 2013:** Approved without changes.
- 4) **General Business:**
 - A. **Informational Item: Women's Resource Center (Diana Miller):** Diana Miller, Executive Director of Women's Resource Center (WRC), discussed the programs and services offered by WRC (www.wrcofwinona.org.) WRC is involved as a project partner with CJCC on the Safe Haven Grant, which will provide a safe exchange/visitation location for children whose parents are involved in domestic violence situations. WRC is also partnering with Winona State and Family and Children's Center as well as other local stakeholders to submit a grant for funds to prevent sexual violence/dating violence on campus.
 - B. **Informational Item: UA Testing (Steve Buswell):** Sheriff's staff has researched the costs and other pertinent factors for drug test kits. LEAN facilitator (Kelly Anderson) held a meeting with stakeholders the departments who use test kits, the result of which was a recommendation to switch to Redwood for test kits. The judges are also on board with this determination. The Department of Corrections has a statewide contract with Medtox, so they will stay with that company. Ms. Anderson is gathering information about the total volume used by the County in order to negotiate a volume discount.
- 5) **Committee Reports:**

- A. **Community Outreach/Diversity (Kevin Kearney):** The committee continues to work on developing a Family Support Group for families of Synthetic Drug Users. The No Minnesota Driver's License Workgroup submitted a letter of support to state legislators regarding legislation that would allow illegal immigrants access to driver's licenses. Strategic planning goals from October of 2012 were reviewed; the committee has been making progress on all goals. Law Day is set for April 29, 2013. The Lewiston-Altura Career Fair was a successful outreach event for the Committee. Momentum has again started to build regarding the expansion of the Human Rights Commission to the County.

Next Meeting: April 17, 2013 at 8:00 a.m. at Kensington Banquet Room

- B. **Jail and Jail Alternatives (Justin Green):** The Committee did not meet in March; however, updates were provided via e-mail. Updates include the following: (1) There will be 54 CARE clients as of March 31, 2013; (2) New options for GED classes through ISD 861 will soon be available at Southeast Technical College; (3) A new vendor for drug test kits has been selected (see above information item). Prior to the next meeting, a draft of the ACH survey will be distributed.

Next Meeting: April 23, 2013 at noon at Kensington Banquet Room

- C. **Crime Prevention (Travis Volkman):** Most of the meeting was spent discussing two possible ordinances to combat drinking-induced behavior: a disruptive intoxication ordinance and a drink special ordinance. Prosecutors Mike Flaherty (Assistant City Attorney) and Kevin O'Laughlin (Assistant County Attorney) were present at the meeting and made several suggestions. The two prosecutors will review and revise the Disruptive Intoxication Ordinance and bring it back before the committee. The other ordinance will be brought up at an upcoming discussion of bar owners. A county employee who is taking GIS classes would like to do a project for the committee on crime mapping; she will attend the next meeting to discuss possible ideas for the project.

Next Meeting: April 15, 2013 at 2:30 p.m. at Kensington Banquet Room

- D. **Juvenile Justice (Kalene Engel):** Strategic Planning goals from October were reviewed. Although transitional services was a goal at that time, probation is currently providing transitional services so no work is currently needed on that goal. The committee has focused most of its efforts on identifying local placements for youth and, to that end, has heard from several providers. Mental health trainings opportunities have been forwarded to committee members as they arise. Juvenile justice data is available on an as-needed basis from the County Attorney's Office. Four representatives of Pathways attended the second half of the meeting and clarified the Pathways Program components and goals. The Leadership Program at Family & Children's Centers (CC) has low numbers and FCC is Strategic planning; Pathways came up. Sharon says that the numbers for leadership have been down and FCC is concerned about being able to sustain the program. Justin Green mentioned a grant opportunity that is available through United Way for programs which benefit youth; the deadline is May 1st. Community Services is now using a new software program called Placement Progress to monitor residential placements. The plan is to start with residential placements and then incorporate corporate foster care and family foster care homes. The software provides a secure way to get real time data regarding the progress of a child on his/her treatment goals. It also provides a way for team members to interact and for everyone to have more accountability.

Next Meeting: April 18, 2013 at noon at Kensington Banquet Room

- E. **Courts (Hon. Nancy Buytendorp):** Data is still being collected for Pre-Trial Services. The Pre-Trial Services, CARE and Drug Court programs all have similar data collection needs so it may be efficient to combine them for those purposes. Kalene provided an update on the WSU grant application for sexual/domestic violence and Judge Leahy provided an update on the Safe Haven Grant. Drug Court is up and running and going well. Interviews for a new coordinator are scheduled for next week. In the meantime, Brian Pafundi has been doing a great job filling in as coordinator. A workgroup was formed to discuss policies and locations for community work service. The Rule 15 Petition will be modified to indicate that additional fees may be associated with any plea.

Next Meeting: April 19, 2013 at 8:00 a.m. at Jury Room adjacent to Courtroom #2.

- 6) **Adjournment:** 11:53 p.m.
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MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
MAY 1, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Sharon Summers (Winona County Community Services); Kevin Kearney (Winona Police Department); Justin Green (Public Member); The Honorable Nancy Buytendorp (Winona County District Court Judge); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner), Travis Volkman (Goodview Police Dept.); Judy Gilow (Public Member); Rená Patterson (Corrections' Supervisor); CJCC Chair Sally Cumiskey (Court Administrator); Jeff Apse (Lewiston-Altura Public Schools Superintendent); Carmaine Sturino (Assistant Public Defender).

Members Absent: Gerry Krage (Winona City Council); Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Dave Brand (Winona County Sheriff); Duane Hebert (County Administrator); J.P. Plachecki (Winona County Bar Association).

Guests Present: Kalene Engel (CJCC Executive Director); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack); Jeff Johnson (Chief Public Defender); Maureen Holte (Personnel Director and Asst. County Administrator – proxy for Duane Hebert), Becky Winschitl (Counselor at Hiawatha Valley Mental Health Center (HVMHC)); Todd Hoffe (Counselor at HVMC), Julie Hanson (Director, HVMHC), Kelly Halvorsen (Principal, Winona High School).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:06 p.m.
- 2) **Review/review/approve Agenda for May 1, 2013:** Add Information Items for County Fair Booth and Resource Listing.
- 3) **Review/review/approve draft Minutes from April 3, 2013:** Approved without changes.
- 4) **General Business:**
 - A. **Informational Item-Presentation on Pathways:** Kelly Halvorsen, Becky Winschitl and Todd Hoffe discussed the Pathways Program, which is a half-day, semester long, high school program housed at Central Elementary School. The program provides substance abuse and mental health integrated treatment services with the goal of reducing barriers to learning and increasing academic performance. The program started in January and currently has 5 students, with a maximum capacity of 8. Although it is not a true sober school (where a student would be expelled if caught using), the goal is abstinence. Currently the program is open to only Winona Public School students with a dual diagnosis. It is the only known integrated dual diagnosis program of its kind in Minnesota and is the culmination of years of planning.
 - B. **Action Item-Minnesota Driver's License Letter to Governor (Kalene Engel, Jim Pomeroy, Carmaine Sturino):** Earlier this year, the CJCC hosted an Elected Official Outreach Event co-sponsored by the League of Women Voters. During the event, the officials were provided with information in support of legislation to allow illegal immigrants to obtain driver's licenses—a long-time initiative of the Community Outreach and Diversity Committee. Following the forum, the CJCC connected with other groups in Minnesota who were also supportive of such legislation. Legislation was later introduced in

the Minnesota Legislature (H.F. 348 and S.F. 271) to accomplish this purpose. In March, the CJCC was asked to and did provide a letter of support to legislators on the Senate and House committees which were discussing the proposed legislation. The CJCC has now been asked to provide a similar letter of support to Governor Dayton. The two main benefits of the legislation are to increase public safety (driver's license applicants would be required to learn the rules of the road, pass a test showing their knowledge and obtain mandatory insurance) and ensure identification (a license would be a way to positive and accurately identify drivers). Karin Sonneman asked that the letter also be sent to our local legislators. After discussion and by consensus, councilmembers unanimously supported sending a letter of support for H.F. 348 and S.F. 271 to Governor Dayton.

- C. Informational Item - County Fair Booth (Kalene Engel on behalf of Dave Brand): As it has in the past, the CJCC will be helping the Sheriff's Department staff the Sheriff's booth at the fair. The fair runs from July 10 through July 14, 2013. A signup sheet was circulated and members were strongly encouraged to volunteer.
- D. Informational Item – Resource Listing (Kalene Engel): CARE Intern, Alisha Lager, prepared a list of resources available in the Winona area. The list contains categories for such resources as housing, medical care, education, clothing and similar resources. Kalene will e-mail the list to members and post it on the CJCC website.

5) **Committee Reports:**

- A. **Courts (Hon. Nancy Buytendorp)**: Bruce Wemette, local representative for CamSystems, gave a presentation on the GPS/alcohol monitoring devices which have been used by the jail with success. The current pretrial release forms may need to be modified to include checkboxes for the appropriate monitoring system ordered as a condition of release. The Community Work Services workgroup provided an update and, per Carmaine Sturino, is still working on compiling a list of available work sites and developing standardized forms. Strategic Plan goals were reviewed; the committee is doing well, having met some goals and working towards meeting the others.

Next Meeting: May 16, 2013 at 8:00 a.m. at Courtroom 2 Jury Room

- B. **Community Outreach/Diversity (Kevin Kearney)**: Livewell Winona has agreed to take the lead in organizing the Family Support Group, to provide education and support for families of synthetic drug users. Law Day took place on Monday. Aside from some frac sand protestors that required us to bypass the jail station for a few sessions, the event went very well and the teachers were pleased. Kalene Engel and Kevin Kearney will debrief with the teachers later this month to discuss how to make the program even more successful. Expansion of the Human Rights Commission to the County seems to be moving in the direction of becoming a reality. Sally Cumiskey spoke to college students about the work of the No MN Driver's License Workgroup. Project FINE is hosting its annual Taste of International Cuisine on June 9, 2013.

Next Meeting: May 15, 2013 at 8:00 a.m. at Kensington Banquet Room

- C. **Jail and Jail Alternatives (Justin Green)**: CARE has approximately 50 clients and is working closely with Drug Court on its mutual clients. The ACH survey has been drafted and is under review by the workgroup chairman. Efforts are underway at the County to bring a proposal before the board to group together some of the preventative programs that have been created (or are in the process of being created) relating to criminal justice concerns—such as CARE, Drug

Court and Pre-Trial Services. To that end, per Maureen Holte, Duane Hebert would like the CJCC to consider and approve the formation of a Community Stabilization and Integration Program (CSI) Unit at its June CJCC meeting. Following that approval, Duane would like CJCC members to present to a committee of the Board and then to the County Board itself at its first and second meetings in June. (NOTE: Because the June CJCC meeting does not occur until after the 1st June Board meeting, the two presentations would have to occur during the 2nd (June 11th) and 3rd (June 25th) County Board Meetings.

Next Meeting: May 28, 2013 at noon at Kensington Banquet Room

- D. **Crime Prevention (Travis Volkman):** The committee is still working on the two alcohol-related ordinances. A special meeting was held between the Mayor and several downtown bars. Kevin Kearney was in attendance at the meeting and discussed the proposed ordinances. Stephanie Nuttall, who is working on her Masters Degree in Geoinformational Services intends to do her capstone project on underage drinking violations in Winona over a 10 year period. She intends to start the project this Fall and complete it by May of 2014. Stephanie is also looking for ideas/input from others on this or other desired projects.

Next Meeting: May 20, 2013 at 2:30 p.m. at Kensington Banquet Room

- E. **Juvenile Justice (Rená Patterson):** Two school principals, Mark Anderson (Winona Middle School) and Mark Winter (Winona Area Learning Center) were present at the meeting; therefore, the majority of the meeting was spent reviewing/discussing juvenile justice related programs that affect the schools (e.g. Leadership, truancies, Restorative Justice, police liaison). The school is reluctant to utilize Leadership because it not only loses funding for that student, but has to pay for Leadership if the child is not court-ordered to attend. Overall, the schools are pleased with the programs and the communication with probation and the County Attorney's Office. Bullying continues to be an issue and some student/parents are attempting to classify incidents as bullying, when they are clearly not bullying. Adjustments were made in the Law Day mock trial script to address this issue. Student mental health issues continue to be a major problem for the school and they are looking at grant possibilities to provide mental health programming. Kalene Engel will look into a LEAN request for ongoing juvenile transportation issues.

Next Meeting: May 16, 2013 at noon at Kensington Banquet Room; thereafter June 27, 2013, July 31, 2013 and August 21, 2013—all at noon at Kensington Banquet Room

- 6) **Adjournment:** 11:53 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
JUNE 5, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Sharon Summers (Winona County Community Services); Justin Green (Public Member); The Honorable Nancy Buytendorp (Winona County District Court Judge); Steve Buswell (Jail Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner); Judy Gilow (Public Member); CJCC Chair Sally Cumiskey (Court Administrator); Jeff Apse (Lewiston-Altura Public Schools Superintendent); Kurt Knuesel (Winona County Bar Association President); Mike Flaherty (Assistant Winona City Attorney); Dave Brand (Winona County Sheriff); Duane Hebert (County Administrator)

Members Absent: Gerry Krage (Winona City Council); Paul Bostrack (City of Winona Police Chief); Carmaine Sturino (Assistant Public Defender); Travis Volkman (Goodview Police Dept.); Rená Patterson (Corrections' Supervisor)

Guests Present: Kalene Engel (CJCC Executive Director); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack). The Honorable Mary Leahy (Winona County District Court Judge), Christine Ledebuhr (Assistant Public Defender), Chris Dahlke (Adult Literacy Coordinator for Winona Public Schools), Kevin O'Laughlin (Assistant County Attorney), Latrisha Green (CARE Coordinator), Victor Souders (CARE Coordinator), Jake Schild (Intern, Winona County Attorney's Office); Michele Rudnik (Dept. of Corrections Agent)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:06 p.m.
- 2) **Review/revise/approve Agenda for June 5, 2013:** Kalene asked to add an agenda item regarding grant opportunities.
- 3) **Review/revise/approve draft Minutes from May 1, 2013:** Approved w/o changes.
- 4) **General Business:**
 - A. **Informational Item-Presentation on Adult Literacy Program (Chris Dahlke):** Adult Literacy Coordinator, Chris Dahle, provided information on the services offered by the Winona Area Public Schools Adult Literacy Program. The two main services offered include GED instruction and testing and ESL classes. A new partnership has been formed between Adult Literacy and Southeast Technical College such that additional GED classes will be offered at SE Tech. The GED test will be changing on January 1, 2014 to a more difficult, online test. Instruction is provided by paid staff and volunteers and is tailored to the needs of the student.
 - B. **Action Item-Disruptive Behavior Related to Alcohol Consumption Ordinance (Kevin O'Laughlin):** The Crime Prevention Committee has been looking at ways to deal with disruptive behaviors of intoxicated individuals. While a charge of disorderly conduct could be charged for such behaviors, that charge is a misdemeanor which carries larger collateral consequences and more involvement by the justice system (right to public defender and jury trial). Law enforcement is interested in having another "tool in the toolbelt" to deal with such behaviors and has proposed an ordinance for disruptive behavior related to alcohol consumption for the Council's consideration. The ordinance has been reviewed and revised by

the City and County Attorney's Offices and the Crime Prevention Committee is looking for support from the Council. Violation of the ordinance would constitute a petty misdemeanor (not a misdemeanor) and would be a way to address alcohol-fueled behavior without imposing the consequences associated with a more serious offense. Questions about the need for and language of the ordinance were posed by councilmembers and discussion ensued. The ordinance was referred back to the Crime Prevention Committee for further discussion and information with a recommendation that a member of the defense bar attend the next meeting of the committee.

- C. Action Item – Recommendation for formation of Community Stabilization and Integration Unit in Community Services Department (Duane Hebert): The County Board will soon be asked to consider the approval of a pretrial services program and creation of a Community Stabilization and Integration (CSI) Unit in the Community Services Department. Kalene and Justin provided an overview of the history and development of the pretrial services program. Duane described the CSI Unit as a unit which would create connections across various programs and systems to ensure that they are working together and taking a client-centered—as opposed to a program-centered—approach to services. Two new positions would be created under the proposal: a pretrial services coordinator and a unit supervisor. These positions can be funded within the existing budget. The Council unanimously supports the recommendation. Council members were invited to attend the County Board meetings on June 11, 2013 at 9:00 a.m. (committee meeting) and June 25, 2013 at 7:00 p.m. (action request).
- D. Information Item – Update on Community Resource Listing/Partnership with Livewell (Kalene Engel): The Resource Listing that was compiled by a CARE Intern and circulated to CJCC members last month has been very well received and widely circulated. It has prompted other community organizations including United Way, Volunteer Services and Livewell Winona to enter into discussions about how to ensure that the information is continually updated and made accessible to the public. The current plan is to use interns to review and update the information and to make copies available on one or more websites of the participating agencies.
- E. Information Item – Update on Law Enforcement Records Management (Duane Hebert): Following an extensive LEAN Process concerning the flow of information to and through law enforcement, a preferred state was identified and interested vendors were invited to submit proposals. LETG (Law Enforcement Technology Group) was selected as the vendor to provide the records management program. Contracts have been signed and a kickoff meeting will occur in the near future. This process originally stemmed from the Discovery Workgroup in the Courts Committee and the LEAN request was submitted through the County Attorney's Office.
- F. Information Item – Grant Opportunities (Kalene Engel): Two new grant opportunities were recently made available from the Minnesota Department of Public Safety, Office of Justice Programs: The Justice and Mental Health Grant (due June 28, 2013) and the Community Crime Prevention Grant (due June 17, 2013). Plans are already underway to apply for the Justice and Mental Health Grant to expand the CARE Program's mental health services. The Request for Proposals can be accessed on the DPS/OJP website at <https://dps.mn.gov/divisions/ojp/grants/Pages/default.aspx>.

5) Committee Reports:

- A. **Juvenile Justice:** Juvenile transports issues were again discussed. The committee felt that a LEAN request may not be the appropriate path to resolution and will seek input from county administration. An update was received on the new Placement Progress software, which is a web-based application which provides real-time data collection and exchange of information regarding juveniles in out of home placement. There are continuing difficulties in locating short-

term foster care homes for youth offenders. A meeting on the progress of the Safe Haven Grant will take place later this month.

Next Meeting: June 27, 2013 at noon at Kensington Banquet Room

- B. **Courts (Hon. Nancy Buytendorp):** The Courts Committee did not meet in June of 2013.

Next Meeting: June 20, 2013 at 8:00 a.m. at Courtroom 2 Jury Room

- C. **Community Outreach/Diversity (Karin Sonneman):** Refer to committee minutes for details of the committee meeting. As an update, the County's insurer has approved the Human Rights Agreement, so that issue is closer to resolution. The Winona County Fair is quickly approaching and members are encouraged to sign up for a shift at the Sheriff's Booth. The Project FINE dinner is on June 9, 2013.

Next Meeting: June 19, 2013 at 8:00 a.m. at Kensington Banquet Room

- D. **Jail and Jail Alternatives (Justin Green):** Refer to the committee minutes for details of the committee meeting.

Next Meeting: June 25, 2013 at noon at Kensington Banquet Room

- E. **Crime Prevention (Kalene Engel):** The main item of discussion was the Disruptive Behavior Related to Alcohol Consumption Ordinance. An update on the status of the Drug Free Communities Mentor Grant and workplan was also provided.

Next Meeting: June 17, 2013 at 2:30 p.m. at Kensington Banquet Room

Adjournment: 1:20 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
JULY 3, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Justin Green (Public Member); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner); Judy Gilow (Public Member); CJCC Chair Sally Cumiskey (Court Administrator; proxy for The Hon. Nancy Buytendorp); Kurt Knuesel (Winona County Bar Association President); Sharon Summers (Winona County Community Services); Rená Patterson (Department of Corrections Supervisor); Gerry Krage (Winona City Council); Travis Volkman (Goodview Police Dept.)

Members Absent: Paul Bostrack (City of Winona Police Chief); Carmaine Sturino (Assistant Public Defender); Mike Flaherty, (Assistant Winona City Attorney); Duane Hebert (County Administrator); The Honorable Nancy Buytendorp (Winona County District Court Judge); Steve Buswell (Jail Administrator); Scott Hannon (Winona Public School Superintendent); Jeff Apse (Lewiston-Altura Public Schools Superintendent; Dave Brand (Winona County Sheriff)

Guests Present: Kalene Engel (CJCC Executive Director); Tom Williams (Winona Police Dept. - proxy for Paul Bostrack); The Honorable Mary Leahy (Winona County District Court Judge); Christine Ledebuhr (Assistant Public Defender, proxy for Carmaine Sturino), Victor Souders (CARE Coordinator), Latrisha Green (CARE Coordinator); Roseann Shaw (Paralegal for City Attorney's Office; proxy for Mike Flaherty); Samantha Carter (Drug Court Coordinator); The Honorable Jeffrey Thompson (District Court Judge); Dennis Genereau (Carlton County Coordinator); Paul Mickelson (Carlton County Restorative Justice Coordinator); Donna Lekander (Carlton County Children's Mental Health Collaborative); Tom Proulx (Carlton County Commissioner)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:06 p.m.
- 2) **Review/revise/approve Agenda for July 3, 2013:** Kalene asked to add an agenda item regarding Winona State Q&A Days.
- 3) **Review/revise/approve draft Minutes from June 5, 2013:** Approved without changes.
- 4) **General Business:**
 - A. **Informational Item-Introduction of Carlton County Representatives:** Representatives from Carlton County (as listed above) were present to learn more about our CJCC. The Coordinator became aware of our CJCC through a seminar he attended and would like to start a CJCC in Carlton County. Judge Thompson applauded the efforts of the Winona CJCC stating that it had done great things over the years and had become a model for the rest of the state. The Chief Justice of the Minnesota Supreme Court supports the efforts of Winona County and the counties (like Olmsted and Carlton) who are looking into forming CJCCs.
 - B. **Informational Item-Presentation on CARE Program (Victor Souders & Latrisha Green):** CARE Coordinators Victor Souders and Latrisha Green gave an informational presentation on the Winona County Community Assessment and Reintegration (CARE) Program—a jail reentry program that was started in October of 2009 as a result of the CJCC's efforts. They program is a post-sentence reentry

program that uses case managers and a multidisciplinary team of professions to identify and address the barriers that are preventing offenders from successfully reentering the community. Since its inception, the program has saved approximately 5,000 jail bed days; its graduates have less than a 33% recidivism rate. CARE has been working very well with Drug Court to coordinate services for mutual clients.

- C. Information Item – Approval of Pretrial Services Program and Community Stabilization and Integration Unit in Community Services Department: At its June 25, 2013 meeting, the County Board unanimously approved the creation of a Pretrial Services program and Community Stabilization and Integration Unit in Community Services. Duane Hebert (who was not able to be present at the CJCC meeting) passed along his appreciation for the support of the CJCC and the many CJCC members who attended the Board Meeting and Committee of the Board Meeting to support the effort.
- D. Information Item – Grant Applications Submitted (Kalene Engel/Justin Green): At the June meeting, Kalene informed members about two grant opportunities from the Minnesota Office of Justice Programs. Grant applications have now been submitted for two CJCC projects. The United Way submitted a grant application for a Veteran's Mentor Program and Winona County submitted a grant application for a continuation of the CARE Program.
- E. Information Item – WSU Employer Q&A Days (Kalene Engel): Winona State University's Warrior Success Center is looking for volunteers to participate in a Criminal Justice Q&A Session this fall. The Q&A presents a chance for students interested in a career in the criminal justice field to talk for 30 minutes, one-on-one, with an individual working in the field. Interested members should contact Charlie Opatz at the Warrior Success Center (www.winona.edu/career)

5) Committee Reports:

- A. **Crime Prevention:** The Committee's decision to hold off on the crime mapping efforts appears to have paid off as the new records management software that the County has purchased will have crime mapping capabilities. Implementation of the new software will occur within the next several months. Travis Volkman is working on getting the APS (Automated Pawn System) vendor to give a presentation on software. The software tracks pawned property and can assist greatly with tracking stolen property. The difficulty is that there is a charge for registering products and the charge might be cost prohibitive for very inexpensive items. We expect to hear back on our Drug Free Mentor Grant in September or August. Meanwhile, the core group (now called the Winona County Alliance for Substance Abuse Prevention (ASAP) has continued to meet and develop a workplan to bring together people involved in preventing drug and alcohol use by juveniles. .

Next Meeting: Monday, July 15, 2013 at 2:30 p.m. at Kensington Banquet Room

- B. **Courts:** The Expert Witness Workgroup has gathered information on costs and other information on court-appointed experts. The judges will be reviewing this information at an upcoming Judges Meeting. The Community Workservice Workgroup is still working on developing both a standardized Work Service Form and a list of businesses willing to accept work service workers. Another workgroup is reviewing in-custody commitments, with a meeting held on July 2nd. Drug Court Coordinator Samantha Carter was welcomed as a member of the Committee. A new rule regarding CHIPs representation has caused problems with a shortage of attorneys to represent individuals involved in CHIPs cases. This issue will be addressed at the next CJI meeting and also at the next Judges Meeting.

Next Meeting: Thursday, July 18, 2013 at 8:00 a.m. at Courtroom 2 Jury Room

- C. **Community Outreach/Diversity (Kevin Kearney):** The Human Rights Expansion Resolution will be going to the City Council later this month. The County Fair starts on July 10th and spots at the CJCC booth are still available. National Night Out will be held on two dates this year—August 6th (the actual NNO) and August 29th (the college NNO). Alcohol Retailer Training was very well attended, with over 150 individuals trained. The County Attorney's Office has been asked to testify before the State Legislature about synthetic drugs on July 9th. Law Day events will be held on October 3rd and October 4th.

Next Meeting: Wednesday, July 17, 2013 at 8:00 a.m. at Kensington Banquet Room

- D. **Jail and Jail Alternatives (Justin Green):** Refer to the committee minutes for details of the committee meeting. Most of the meeting was spent discussing CARE.

Next Meeting: Tuesday, July 23, 2013 at noon at Kensington Banquet Room

Adjournment: 1:20 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
AUGUST 7, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Justin Green (Public Member); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner); CJCC Chair Sally Cumiskey (Court Administrator); Kurt Knuesel (Winona County Bar Association President); Sharon Summers (Winona County Community Services); Rená Patterson (Department of Corrections Supervisor); Travis Volkman (Goodview Police Dept.); Carmaine Sturino (Assistant Public Defender); The Honorable Nancy Buytendorp (Winona County District Court Judge); Steve Buswell (Jail Administrator)

Members Absent: Paul Bostrack (City of Winona Police Chief); Mike Flaherty, (Assistant Winona City Attorney); Duane Hebert (County Administrator); Scott Hannon (Winona Public School Superintendent); Jeff Apse (Lewiston-Altura Public Schools Superintendent; Dave Brand (Winona County Sheriff); Gerry Krage (Winona City Council); Judy Gilow (Public Member)

Guests Present: Kalene Engel (CJCC Executive Director); Kevin Kearney (Winona Police Dept. - proxy for Paul Bostrack); Samantha Carter (Drug Court Coordinator); Maureen Holte (Asst. County Admin./Personnel Director – Proxy for Duane Hebert); Ron Ganrude (Deputy Sheriff – Proxy for David Brand).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:06 p.m.
- 2) **Review/revise/approve Agenda for August 7, 2013:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from July 3, 2013:** Approved without changes.
- 4) **General Business:**
 - A. **Informational Item-Drug Court Presentation:** Samantha Carter (Drug Court Coordinator) and Karin Sonneman (Drug Court Team Member) provided an overview of the Drug Court of Winona County.
 - B. **Informational Item-Updated on Courts transition to E-court (Sally Cumiskey):** Winona Court Administration will begin full imaging on August 27, 2013 in preparation for e-Court. Implementation of e-Court is about a year out and dual files (paper and electronic) will be maintained during the transition.
 - C. **Information Item – Reminder of Strategic Planning in October (Kalene Engel):** Kalene reminded committee chairs to spend some time discussing strategic planning at upcoming committee meetings. The October CJCC Meeting will be the CJCC strategic planning meeting.
- 5) **Committee Reports:**
 - A. **Crime Prevention:** The committee did not meet; however, as in past years, a letter opposing minor payables was sent on behalf of the committee.
 - B. **Juvenile Justice:** Most of the meeting involved a review of the Truancy Workgroup meeting which was held on July 17th. The meeting was well attended, with good discussion among participants. Among the issues identified were the following: truancies being filed late by

schools (both late in the school year and with a large number of truancies); underutilization of early intervention (Restorative Justice, Liaison, Community Services social worker); inconsistent definition of “unexcused absence” among school districts and slower case processing. Schools present agreed to refer cases for Restorative Justice intervention between the 3rd and 4th unexcused absence, to file cases earlier and to educate themselves/staff about what is/is not an excused absence. The County Attorney’s Office will contact Community Services when they receive the school referral, will work on case processing speeds and will review a possible mediation program (which is authorized by statute). Schools would look at an intervention between 3rd and 4th truancies; increased use of Truancy Circles through Restorative Justice. The same group also discussed suspensions and the possibility of using Family and Children’s Center for in-school (but off site) suspensions, rather than at home suspensions. Committee members reviewed current transitional services being utilized for youth returning home from placement.

Next Meeting: August 21, 2013 at noon at Kensington Banquet Room

- C. **Courts:** The Expert Witness Workgroup provided a status report. The group is working on determining what the judges are looking for in evaluators and evaluations. In Custody Commitments Workgroup (a/k/a Early Intervention Workgroup) met earlier this week and will report back at the August Courts meeting. Karin Sonneman reported on testimony that she and Christina Davenport recently gave at the Minnesota House of Representatives. Members discussed possible strategic planning goals/initiatives for next year. The effectiveness of the Blueprint for Safety and other domestic violence case procedures was discussed.

Next Meeting: Thursday, August 15, 2013 at 8:00 a.m. at Courtroom 2 Jury Room

- D. **Community Outreach/Diversity (Kevin Kearney):** The expansion of the Human Rights Commission to Winona County was (finally) approved. The CJCC outreach at the Winona County Fair was a success. Formation of a Synthetic Drug Family Support Group is in the works. Upcoming events include the WSU Night Out (Aug. 29th); Dakota Gathering (Sept. 13-15th) and Law Day (Oct. 3-4th). Members discussed strategic planning and, in addition to recurring events, will also continue working on the No MN Driver’s License initiative.

Next Meeting: Wednesday, August 21, 2013 at 8:00 a.m. at Kensington Banquet Room

- E. **Jail and Jail Alternatives (Justin Green):** Committee members spent most of the meeting discussing the newly developing challenge of transitional housing for ex-inmates. A Transitional Housing Workgroup was created and will be chaired by Latrisha Green. Other meeting details are in the minutes.

Next Meeting: August 27, 2013 at noon at Kensington Banquet Room

Other: Community Services is involved in a 3-year grant funded pilot project along with three other counties (Dodge, Olmsted and Waseca) to promote education/use of Trauma Informed Care. Funded by the Chadwick Foundation of San Diego, this project will look at all levels of involvement with children and family to reduce the impact of trauma. Sharon Summers will be sending invites to various individuals to participate in focus groups for this project.

Adjournment: 1:00 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
SEPTEMBER 4, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Fatima Said (Public Member); Justin Green (Public Member); Karin Sonneman (Winona County Attorney); Jim Pomeroy (Winona County Commissioner); CJCC Chair Sally Cumiskey (Court Administrator); Kurt Knuesel (Winona County Bar Association President); Sharon Summers (Winona County Community Services); Rená Patterson (Department of Corrections Supervisor); Travis Volkman (Goodview Police Dept.); Carmaine Sturino (Assistant Public Defender); The Honorable Nancy Buytendorp (Winona County District Court Judge); Judy Gilow (Public Member); Mike Flaherty, (Assistant Winona City Attorney); Duane Hebert (County Administrator); Mark Roubinek (St. Charles Public Schools Superintendent); Scott Hannon (Winona Public School Superintendent); Gerry Krage (Winona City Council).

Members Absent: Paul Bostrack (City of Winona Police Chief); Dave Brand (Winona County Sheriff); Steve Buswell (Jail Administrator).

Guests Present: Kalene Engel (CJCC Executive Director); Kevin Kearney (Winona Police Dept. - proxy for Paul Bostrack); Lynn Theurer (Winona County PPP); Jerry O'Bieglo (Jail Program Administrator-proxy for Steve Buswell); Mark Peterson (Mayor of Winona); Tom Williams (City of Winona Deputy Chief); The Honorable Mary Leahy (Winona County District Court Judge); Kathryn Jargo (Community Services).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:04 p.m.
- 2) **Review/revise/approve Agenda for September 4, 2013:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from August 7, 2013:** Approved without changes.
- 4) **General Business:**

- A. **Informational Item-Winona County Primary Prevention Project:** Lynn Theurer, Secretary of Winona County Primary Prevention Project: Stop Sexual and Domestic Violence provided an overview of the program. Prevention activities include community education through development of curriculum tools, changing organizational practices through development of model policies for businesses and organizations and working in all sectors to create community messages that prompt businesses and organizations to move from public awareness to policy.
- B. **Informational Item-Court Administration Staffing Issues & Reduction in Office Hours:** Sally Cumiskey announced that, due to staff shortages in Court Administration, the office will be closed from 12:15 to 1:15 p.m. to allow staff to take lunches at a reasonable time. She anticipates that Court Administration will be back to full staff in approximately one month.
- C. **Action Item – CJCC Support for Increased Mental Health/Nursing Services in the Jail:** Judge Buytendorp explained that the Courts Committee has been evaluating the need for increased mental health services for offenders. Different options have been discussed and the Committee is recommending that funding for mental health and nursing services in the jail be increased. Jerry Obieglo, Jail Administrated stated that the jail has experienced less violence in the jail since it started

providing mental health services, largely due to the fact that issues are being addressed much sooner. The jail believes increased mental health and nursing hours are needed. CJCC members unanimously supported the Courts Committee recommendation for additional funding for mental health and nursing services in the jail.

5) Committee Reports:

- A. **Jail & Jail Alternatives (Justin Green):** The committee is dealing with evaluating and generating solutions for the transitional housing problem. One workgroup meeting on transitional housing was held and the next is supposed to include members of the legislature. The housing issues are critically important and a key to preventing recidivism. Also discussed was the CARE Program, which is beginning a review of its policies and procedures.

Next Meeting: September 24, 2013 at noon at Kensington Banquet Room

- B. **Crime Prevention (Travis Volkman):** Many of the issues that the committee has dealt with during the last few years have involved alcohol consumption in the downtown area. A few years ago, several bar owners formed the Downtown Tavern League in response to some pressure from the City. The League was helpful when it was active, but it hasn't been active for some time. The committee decided that it would be worthwhile to reach out to the League to see what kind of assistance we could provide in building a stronger, more active Tavern League. Dan English, one of the original founders of the League, will be invited to the next committee meeting to brainstorm on how to re-energize that group. Kevin O'Laughlin also brought an idea for "arrest alerts" to the committee based upon something he had seen in New York. An arrest alert system would allow the user to register for an alert if a certain individual was arrested within the state, so that if that person were wanted for some other reason (arrest, investigation, etc.), they could be easily found. Kevin and Travis will discuss this idea with Bureau of Criminal Apprehension representatives at an upcoming training.

Next Meeting: September 16, 2013 at 2:30 p.m. at Kensington Banquet Room

- C. **Juvenile Justice (Rena Patterson):** The possibility of having juveniles transported to the courthouse by 12:45 p.m. on the day of their hearing was proposed as a time-saving idea. This would allow the juvenile's attorney to meet with all clients prior to the start of juvenile court, thereby avoiding delays during the court session to provide time for such meetings. Carmaine was going to follow-up with jail transport staff to see if this would be possible. Truancies were also reviewed and workgroup was created to follow-up on truancy procedures. District 861 has already changed its student handbook to incorporate a referral to Restorative Justice for truancies and the Restorative Justice staff is also reaching out to area schools. The committee reviewed the process for court ordered evaluations and determined that nothing needed to be changed.

Next Meeting: September 26, 2013 at noon at Kensington Banquet Room

- D. **Courts:** As discussed earlier, the committee talked about the need for increased mental health services in Winona County. Sharon Summers provided some interesting statistics on intakes and on out of home placements. Child protection intakes are significantly increased from last year, which may be due to a resurgence of synthetic drugs or more accurate mandatory reporting. Sharon will continue to review statistics and watch for trends. Samantha Carter provided the monthly drug court update and, as a result of a request made at the meeting, will begin doing

some outreach to educate others on drug court. The federal government will also be doing a site visit in October. Judge Buytendorp feels that drug court is going very well.

Next Meeting: Thursday, September 19, 2013 at 8:00 a.m. at Courtroom 2 Jury Room

E. **Community Outreach/Diversity (Kevin Kearney):** Congratulations to Fatima Said for receiving the McKnight Award. She donated her prize award back to Project FINE to fund a traveling educational exhibit which will be unveiled in February. The community National Night out was held on August 6th; WSU is attempting to pin down a date for its "night out." A Town Hall Forum on synthetic drugs was held on September 3rd. It was well attended and well received. Livewell Winona is assisting with the development of a Family Support Group for families of synthetic drug users, with the first meeting slated for September 19th. Law Day is scheduled for October 3rd and 4th. The Dakota Gathering will be held September 13th-15th; volunteers are still needed. The committee will again co-host an Elected Official Outreach Event early next year.

Next Meeting: Wednesday, September 18, 2013 at 8:00 a.m. at Kensington Banquet Room

Other:

- Sharon Summers reminded everyone of the September 25th kickoff for the Super Community Project regarding Trauma Informed Care. She also stated that Community Services is undertaking two other projects: one to assist minor or young parents and another to assist mothers with mental health issues.
- Duane Hebert reported that neither the CARE or Restorative Justice grant proposals were funded. However, he did note that funding for both programs was built into the 2014 budget.
- July Gilow will again be teaching a Family to Family class for families of individuals with mental illness. The class is run through Community Education and is held every Tuesday starting September 10th from 6-9pm at the Winona Middle School.

Adjournment: 1:00 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
OCTOBER 2, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Kurt Knuesel (Winona County Bar Association); Rená Patterson (Corrections' Supervisor); Justin Green (Public Member); Travis Volkman (Goodview Police Dept.); Fatima Said (Public Member); The Honorable Nancy Buytendorp (Winona County District Court Judge); Karin Sonneman (Winona County Attorney); Carmaine Sturino (Assistant Public Defender); Judy Gilow (Public Member); James Pomeroy (Winona County Commissioner); Mark Roubinek (Supt., St. Charles School District)

Members Absent: Paul Bostrack (City of Winona Police Chief); Dave Brand (Winona County Sheriff); Gerry Krage (Winona City Council); Steve Buswell (Jail Administrator); Mike Flaherty (Assistant Winona City Attorney); Duane Hebert (County Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Sharon Summers (Winona County Community Services); CJCC Chair Sally Cumiskey (Court Administrator).

Guests Present: Kalene Engel (CJCC Executive Director); The Honorable Mary Leahy (District Court Judge); Roseann Shaw (Proxy for and Paralegal to Mike Flaherty); Jerry Obieglo (Jail Program Director, Proxy for Steve Buswell)

Minutes by Kalene Engel.

- 1) **Call to Order:** 12:07 pm
- 2) **Review/revise/approve Agenda for October 2, 2013:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from September 4, 2013:** Duane Hebert, via e-mail, requested that the words "that were created with the loss of GRH funding" from the Jail and Jail Alternatives Committee recap. With that change, the minutes were approved by consensus.
- 4) **Committee Reports:** As a result of this being a strategic planning meeting, committee reports were abbreviated and taken prior to the planning session.

- A. **Community Outreach & Diversity – Karin Sonneman:** Law Day will be held on October 3rd (non-Winona Middle School) and 4th (Winona Middle School). The committee is again go to co-sponsor an Elected Official Outreach Event with a tentative date of January 11, 2014 at the Winona History Center.

Next Meeting: October 16, 2013 at noon at the Kensington.

- B. **Jail & Jail Alternatives Committee – Justin Green:** The Transitional Housing Workgroup will meet again on October 10th at 10:00 a.m. The ACH (Advanced Correctional Healthcare) survey was mailed out last week. The Pretrial Services Workgroup is waiting for the county to take hiring action. Because most of the work has been delegated to workgroups, the committee intends to meet every other month starting in December.

Next Meeting: October 22, 2013 at noon at the Kensington.

- C. **Crime Prevention –Travis Volkman:** Representatives of HBC demonstrated a new camera monitoring system which could be made available anywhere HBC provides service. Tom Williams will be present at the next meeting to discuss the City of Winona's interest in installing cameras. Dan English of the Downtown Tavern Association was present to answer questions on how to rejuvenate the Association, with another meeting scheduled for October 9th at 5:30 at Bub's lower level.

Next Meeting: October 21, 2013 at 2:30 p.m. at the Kensington.

- D. **Juvenile Justice – Rena Patterson:** The committee spent most of the meeting reviewing and updating the strategic planning chart. A meeting between juvenile attorneys (defense and prosecution) and transport is pending regarding an earlier arrival time for juvenile court appearances. Out of home placement was also discussed and added to the strategic plan.

Next Meeting: October 23, 2013 at noon at the Kensington

- E. **Courts – Nancy Buytendorp:** The committee received its monthly update from Drug Court and was informed of an upcoming site visit from the grantor, Bureau of Justice Assistance. A workgroup was formed to develop proposals for a new drug testing system which could be used by multiple agencies. The Department of Corrections is going to re-start cognitive skills classes (Thinking4Change). A new support group has been formed for families/friends of synthetic drug users. The Veterans Mentor Program did not get a state grant, but intends to meet to regroup and determine a plan of action. Karin Sonneman met with Rachelle Schultz of Winona Health to discuss handling of mentally ill individuals. The Expert Witness Workgroup is being recomposed.

Next Meeting: October 17, 2013 at 8:00 a.m. at Courtroom 2 Jury Room.

5) Action Item – Strategic Planning:

A. Community Outreach & Diversity (Kevin Kearney):

1. Review of Past Year:

- **Continued participation in existing events/public relations:** committee has continued with Law Day, National Night Out, County Fair, Synthetic Drug Presentations
- **Legislative Outreach:** committee co-sponsored outreach event and has continued dialogue with legislators
- **Human Rights Commission:** was expanded countywide; City is still seeking people to serve on HRC from outside of the City limits
- **Response to Bullying Behaviors:** members have done outreach to elementary and middle schools including bullying mock trial during Law Day

2. Goals and objectives for next year:

- **Continue to Support Existing Events:**
 - Law Day
 - County Fair
 - Dakota Gathering
 - National Night Out
 - Synthetic Drug Forums
- **Immigration Reform/No MN DL**
- **Education about direct and collateral consequences of criminal behavior**
- **Elected Official Outreach to include a visit to the Capitol**

B. Courts Committee (Judge Buytendorp):

1. Review of Past Year:

- **E-Charging and filing:** both are up and running and are being monitored
- **Drug Court:** has been up and running for almost a year; the committee serves in an advisory capacity and received monthly updates from Drug Court
- **Discovery Issues:** the LEAN project is complete and LETG was selected as a software vendor; the software is being implemented
- **Presentence Investigation Process:** no changes were made; however the issue was discussed and awareness was raised
- **Court Appointed Experts:** Workgroup was formed and is still working on the goal
- **Rule 20 v. Civil Commitment:** Workgroup was formed and implemented procedural changes, including new forms; morphed into early intervention goal to address those persons with mental illness who do not reach the civil commitment level
- **Veteran's Mentor Program:** Workgroup was formed and is still working on this goal; will explore connection with Drug Court
- **Domestic Abuse Cases Handling:** Resolved some issues with the help of Women's Resource Center

2. Goals and objectives for next year:

- **Expert Witness review and evaluation**
- **Sustain/support and promote drug court**
- **In custody commitments – early intervention (possible legislative initiatives)**
- **Veterans Mentor Program**
- **Discovery/Data Exchange (monitor)**
- **Work with JJA to implement PTS**
- **Welfare Fraud and Exploitation of Elders**
- **Drug Testing**

C. Crime Prevention (Travis Volkman):

1. Review of Past Year:

- **Expansion of Social Host Ordinance:** not a lot of progress in the past year but is still discussed in meetings
- **All You Can Drink/Binge Drinking:** ordinances were proposed to CJCC but not approved; will continue with goal through Downtown Tavern Association
- **Increased Education/Awareness of Alcohol and Chemical Use:** numerous speakers through other community groups and COD Committee; partnered with WSU on a campus grant which WSU received
- **Distracted/Obstructed Driving:** used impaired driving goggles at community events; Lewiston's mock crash for prom involved a texting impaired driver
- **Improved Pawnshop Tracking Procedures:** research completed; demonstration from a software vendor is pending.

2. Goals and objectives for next year:

- **Support efforts of ASAP (Alliance for Substance Abuse Prevention) and alcohol/chemical use education**
- **Pawnshop Tracking**
- **Support/strengthen Tavern League**
- **Distracted/obstructive driving**
- **Social Host Ordinance**
- **SafeCams – Downtown Camera System**

D. Jail and Jail Alternatives (Justin Green):

1. Review of Past Year:

- **CARE Program oversight:** the committee has provided oversight for the CARE Program
- **Pretrial services program:** a workgroup has done much research and work on program development; County Board approved formation of CSI (Community Stabilization and Integration) Unit
- **Monitor Other Release from Jail Issues:** Jail has implemented new procedures including GPS such that it is “not fun to be in jail anymore”
- **ACH Monitoring:** Survey was distributed last week; results will be compiled and analyzed

2. Goals and objectives for next year:

- **CARE Program oversight and sustainability**
- **Transitional housing**
- **Implement pretrial services program**
- **Special releases from jail issues (furloughs, transports, STS/work release)**
- **Process Flow Evaluation**

E. Juvenile Justice (Rená Patterson):

1. Review of Past Year:

- **Appropriate Placements for Juveniles:** county has been using different alternatives including night campus, tracking and GPS but there are few local placement options, especially for short term placement
- **Transitional Services:** DOC and Community Services are providing transitional services which appear to be adequate at present
- **Data Collection:** The County Attorneys' Office is collecting a lot of data and the committee will be using that information for program planning and evaluation
- **Offender Specific Mental Health Training:** Trainings have been arranged by DOC and WCCS and made available to all.

2. Goals and objectives for next year:

- Truancies
- Data Analysis
- Mental Health Training
- Juvenile Transportation Issues
- Out-of-home Placement Options

F. Review of Operational Procedures: Following are suggestions that were made for improving the operation of the Council:

- Travis Volkman: notes that the larger the council gets, the harder it is to establish consensus.
- Carmaine Sturino: wants to make sure that people feel comfortable bringing items to the table for consideration and feels that, when issue do not get passed they should be sent back to the committee for review/revision and then back to the Council; perhaps the Executive Committee can provide the oversight.

6) Adjournment: 1:30 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
NOVEMBER 6, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Rená Patterson (Corrections' Supervisor); Justin Green (Public Member); Travis Volkman (Goodview Police Dept.); Fatima Said (Public Member); The Honorable Nancy Buytendorp (Winona County District Court Judge); Karin Sonneman (Winona County Attorney); Carmaine Sturino (Assistant Public Defender); Judy Gilow (Public Member); James Pomeroy (Winona County Commissioner); Dave Brand (Winona County Sheriff); Duane Hebert (County Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Sharon Summers (Winona County Community Services); CJCC Chair Sally Cumiskey (Court Administrator); Justin Green (Public Member).

Members Absent: Kurt Knuesel (Winona County Bar Association); Paul Bostrack (City of Winona Police Chief); Gerry Krage (Winona City Council); Steve Buswell (Jail Administrator); Mike Flaherty (Assistant Winona City Attorney); Mark Roubinek (Supt., St. Charles School District)

Guests Present: Kalene Engel (CJCC Executive Director); Rich Diers (Northwoods); Kevin Kearney (Winona Police Department-proxy for Tom Williams).

Minutes by Kalene Engel.

- 1) **Call to Order:** 12:07 pm
- 2) **Review/revise/approve Agenda for October 2, 2013:** Karin Sonneman and Duane Hebert requested to present additional information items under General Business and the agenda was approved with those additions.
- 3) **Review/revise/approve draft Minutes from September 4, 2013:** Approved by consensus.
- 4) **GENERAL BUSINESS:**

- A. **Information Item - Legislative Outreach Planning (Karin Sonneman):** The Community Outreach & Diversity Committee will be co-sponsoring an Elected Official Forum on January 11, 2014 at the Winona History Center from 9:00 – 11:00 a.m. In preparation for the forum, the COD is seeking input on how the money invested last session in local government was used and specific information and data on programs/projects that have worked well. COD is also seeking information on any legislative mandates that should be eliminated.
- B. **Information Item - Community Health Assessment Feedback Panel (Karin Sonneman):** The next Courts Committee Meeting on November 21st will be devoted to a feedback panel session on the Community Health Assessment recently completed by Winona Health and Winona County. Betsy Midthune of Winona Health will be present to conduct the feedback panel; food and beverages will be provided.

- C. **Information Item - Data Integration Group (Duane Hebert):** Duane would like to convene a meeting of the data integration/electronic documents workgroup that he originally mentioned at a Courts Committee Meeting. Members of the group identified at that time included Karin Sonneman, Stephanie Nuttall, Justin Wesley, Lynne Caldwell, Rich McClure, Tami Mueller, Kevin Burke and an individual from law enforcement. If you received an e-mail from Duane about this, please respond to him as to who will be representing your department/agency.
- D. **Information Item – Presentation by LaVern Hauschmidt on MADD Impact Panel.** LaVern Hauschmidt, co-president of the MADD Winona Chapter, discussed the MADD Impact Panel. The panel is held on the 3rd Tuesday of even numbered months at the Miller Auditorium at Winona Health starting at 6:30 p.m. The cost to attend, for those ordered to attend, is \$50 and there are no waivers. Observers may participate for free. The classes are intended for individuals age 13 and up. The 1.5 hour class includes several videos as well as speakers, including public health representatives, victims of drunk driving crashes and offenders.

5) Committee Reports:

- A. **Jail & Jail Alternatives (Justin Green):** The Transitional Housing Workgroup met twice in the last month, with the most recent meeting with Linda Bedtka of Winona HRA (Housing and Redevelopment Authority). Ms. Bedtka provided additional information about qualifications, rules and availability of public housing. The information she provided made it clear that the attitude of HRA towards individuals with a criminal record has changed in a positive way. However, despite the potential availability of public housing resources, there are still gaps in housing for people who are returning to the community from jail.

Next Meeting: December 24, 2013 at noon

- B. **Crime Prevention:** Livewell Winona applied for Drug Free Coalition mentor grant with Goodhue County. Although the application scored extremely well, only 12 applications were funded nationwide and Winona's was not funded. However, because of the high score, the group intends to apply for the main grant during the next grant cycle. At an upcoming meeting, a representative of Automated Pawn System will give a demonstration on the APS software. The Tavern League held a meeting which prompted some good communications and proposed solutions, such as a trespass list. A meeting will be held on November 7th in the County Attorney's Office to discuss the Social Host Ordinance. Kalene mentioned that she had been contacted by representatives of Intox-Box (a breathalyzer test company) who would like to give a presentation to the CJCC on a possible pilot project in Winona County. This would be scheduled for a CJCC meeting in 2014.

Next Meeting: November 18, 2013 at 2:30 p.m. at the Kensington.

- C. **Juvenile Justice:** The Committee did not meet in October.

Next Meeting: November 21, 2013 at noon at the Kensington.

- D. **Courts Committee:** Drug Court currently has 13 clients. The Bureau of Justice Assistance site visit occurred on October 28th and 29th and the results of the visit are pending. Jim Pomeroy participated in the site visit and gave rave reviews of Drug Court. Another Drug Court presentation is scheduled for November 13, 2013 at 1:30 p.m. Diana Miller reported on the grant that Winona State recently received from the Office on Violence Against Women for a coordinated community response. Winona Health will be present at the next Courts Committee meeting to conduct a feedback panel on the Community Health Needs Assessment. The written Blueprint for Safety document is near completion, but the Blueprint group has not met in a few months.

Next Meeting: November 21, 2013 at 8:00 a.m. at the Kensington.

- E. **Community Outreach & Diversity:** The Law Day events went very well. Thank you cards from participating Winona Middle School students were shared with council members. At the request of the schools, Law Day will likely be moved to the springtime, which means the next Law Day will occur in the 2015. The Elected Official Outreach Event was discussed as was the Community Health Needs Assessment (see above). The workgroup discussed its strategic planning goal of “increased education of collateral consequences of crimes.” The Council of Crime and Justice is holding a collateral consequences seminar on November 15, 2013 which some committee members plan to attend.

Next Meeting: November 20, 2013 at noon at the Kensington.

- ⑥) **Adjournment:** 1:05 p.m.

MINUTES
CRIMINAL JUSTICE COORDINATING COUNCIL
DECEMBER 4, 2013
THE KENSINGTON BANQUET ROOM

Members Present: Rená Patterson (Corrections' Supervisor); The Honorable Nancy Buytendorp (Winona County District Court Judge-proxy for Sally Cumiskey); Carmaine Sturino (Assistant Public Defender); Judy Gilow (Public Member); James Pomeroy (Winona County Commissioner); Dave Brand (Winona County Sheriff); Duane Hebert (County Administrator); Dr. Scott Hannon (Winona Public School Superintendent); Sharon Summers (Winona County Community Services); Justin Green (Public Member); Kurt Knuesel (Winona County Bar Association); Mike Flaherty (Assistant Winona City Attorney); Gerry Krage (Winona City Council); Mark Roubinek (Supt., St. Charles School District).

Members Absent: Paul Bostrack (City of Winona Police Chief); Steve Buswell (Jail Administrator); CJCC Chair Sally Cumiskey (Court Administrator); Karin Sonneman (Winona County Attorney); Travis Volkman (Goodview Police Department); Fatima Said (Public Member).

Guests Present: Kalene Engel (CJCC Executive Director); Kevin Kearney (Winona Police Department-proxy for Tom Williams); Kathryn Jargo (WCCS); Jerry Obieglo (Jail Program Director-proxy for Steve Buswell); Jennifer Hossler (The Chadwick Center); Kevin O'Laughlin (Assistant Winona County Attorney-proxy for Karin Sonneman).

Minutes by Kalene Engel.

- 1) **Call to Order:** 12:10 p.m.
- 2) **Review/revise/approve Agenda for December 4, 2013:** Approved by consensus
- 3) **Review/revise/approve draft Minutes from November 6, 2013:** Approved by consensus.
- 4) **GENERAL BUSINESS:**

Information Item – Presentation by Jennifer Hossler of The Chadwick Center (Trauma Informed Systems Project). Jennifer Hossler from The Chadwick Center gave an overview of the Trauma-Informed Systems Dissemination and Implementation Supercommunity Project, which is currently being implemented in six communities in the United States. (See attached handout). Winona is part of the Minnesota Supercommunity project along with the counties of Olmsted, Dodge, and Waseca. The grant-funded project continues through September of 2016. The first part of the project includes a community assessment, followed by an analysis of the results and the development of and implementation of a plan for training and technical assistance. The goal of the project is to recognize how trauma has impacted those involved in the child welfare system and to minimize trauma that may be inflicted throughout the process. Sharon Summers indicated that she would be interested in having the CJCC form a workgroup/subcommittee to act as a local steering committee for the project.

- 5) **Committee Reports:**

- A. Community Outreach & Diversity (Kalene Engel):** Committee members are preparing for the Elected Official Outreach Forum on January 11, 2014 from 9:00-11:15 a.m. at the Winona History Center. All CJCC members are encouraged to attend. Possible key topics to address with representatives include collateral sanctions, transitional housing and driver's licenses for undocumented individuals. The committee was also invited to participate, along with the Winona County Attorney's Office, in the Frozen River Film Festival. The topic theme of this year's Festival is Civic Engagement/Social Justice. Committee members also watched the jail video which provides an overview of what is expected of inmates while incarcerated. The committee agreed to add this video as a component of the Law Day Event for area 6th graders.

Next Meeting: December 18, 2013 at noon

- B. Jail & Jail Alternatives (Justin Green):** The JJA is the advisory group for the CARE Program and much of the meeting was devoted to a discussion of the CARE Coordinator's role in case management. Discussion focused on how CARE can be more effective by increasing communication efforts, particularly with Corrections and Drug Court. Additional meetings will take place between supervisors of CARE and DOC to further identify opportunities for improvement. Very few responses were received for the ACH Survey; therefore, that will be reported as an unmet goal at the next Strategic Planning Session. Judy Gilow expressed her disappointment that more people did not take the time to respond and encouraged those in attendance to respond to the survey if they had not done so. The Transitional Housing Workgroup is continuing to meet and discuss options for filling transitional housing gaps. The next meeting is tentatively scheduled for December 17th at 11:00 a.m.

Next Meeting: December 23, 2013 at noon

- C. Crime Prevention:** The Crime Prevention Committee did not meet in November, 2013.

Next Meeting: December 16, 2013 at 2:30 p.m. at the Kensington.

- D. Juvenile Justice (Sharon Summers and Kalene Engel):** Mark Anderson provided an update on the EDMS/Northwoods project, including the need to have a system that is compatible with other systems currently being used in various departments. The Northwoods program is being used as a case management tool, which can be used in the field to complete documents, thereby increasing efficiency. Committee members also began discussion about mapping the pretrial juvenile delinquency process, with a further meeting set for December 12, 2013 at noon. Truancy referrals have tremendously increased since the Truancy Workgroup meeting in July. Restorative Justice is now offering a no-cost Chemical Awareness Circle for youth with drug/alcohol problems. Sharon Summers has reached out to Family and Children's Center regarding emergency shelter care and overnight respite care options using treatment foster care families.

Next Meeting: December 12, 2013 at noon at the Kensington.

- E. **Courts Committee:** One of the issues that the Courts Committee is trying to address is to meet the needs of people who are suffering from mental illness. Representatives from Winona Health gave a presentation on the recently completed Community Assessment. One of the top three needs identified in the assessment was mental health care. Betsy Midthun from Winona Health indicated that a group including county representatives would be meeting in December to begin efforts to work together to meet those needs. Duane Hebert indicated that a meeting had taken place earlier this week with a very small group of people who intend to map out the process which will be used to tackle this problem. Once that is done, more people will be invited to the table.

Next Meeting: December 19, 2013 at 8:00 a.m. at the Kensington.

6) Other:

- The County EDMS Subcommittee is meeting tomorrow (December 5th) at 10 am
- Congratulations to Kevin Kearney on his promotion to Sergeant. Eric Mueller will take Kevin's place as Community Liaison Officer but transition to that position until early March.
- Kalene thanked all CJCC members/participants for their efforts in making CJCC such a successful organization.

7) Adjournment: 12:53 p.m.