

CJCC COURTS COMMITTEE AGENDA

January 3, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- REVIEW AND APPROVAL OF NOVEMBER MEETING MINUTES
- PRE TRIAL SERVICES UPDATE
- UPDATE ON RULE 20 COMMITMENT ISSUES
- UPDATE ON RULE 20 COMMITMENT/COURT-APPOINTED EXPERTS
- VETERANS MENTOR PROGRAM UPDATE: JUDGE LEAHY/KAITLYN
- UPDATE ON STRATEGIC PLANNING: KALENE
- UPDATE ON PLEA PETITION: CARMAINE STURINO
- ~~DOMESTIC VIOLENCE CASES: DIANA MILLER, WOMAN'S RESOURCE CENTER~~—CONTINUED TO NEXT MEETING — DIANA IS NOT AVAILABLE JAN. 3RD.
- UPDATE DISCLOSURE OF DEFENDANT CRIMINAL HISTORY
- DRUG COURT UPDATE

Next meeting January 17, 2013



➤ **JUVENILE PLACEMENTS, ELECTRONIC HOME MONITORING: SHARON**

SUMMERS, RENA' PATTERSON AND BETH WILMS



Next meeting January 17, 2013

CJCC COURTS COMMITTEE MEETING

January 3, 2013

Present:

- | | | | |
|--|---|--|---|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input checked="" type="checkbox"/> Judge Leahy | <input type="checkbox"/> Karin Sonneman |
| <input type="checkbox"/> Michael Flaherty | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Chris Ledebuhr | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input checked="" type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input checked="" type="checkbox"/> Rena' Patterson |
| <input type="checkbox"/> Aarah Saugen | <input checked="" type="checkbox"/> Sharon Summers | <input checked="" type="checkbox"/> Tami Mueller | <input type="checkbox"/> Justin Green |
| <input type="checkbox"/> Doug Stokes | | | |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, January 17, 2013.

Discussion:

Review and approval of November meeting minutes.

Pre Trial Services Update: The Jail has located a new vender for EHM services. They are going to start using them for those on unsupervised release, non STS, medical appointment type cases. The Juvenile Justice Committee is starting to utilize the GPS in appropriate cases for juveniles as well. As we work with the new vender on the GPS, the comfort level may help everyone be on board with the pre trial services. Kalene Engel is currently taking data in several areas to compile numbers on what exactly the need is for these services. We will put this back on the agenda for March and have Kalene give us an update on her findings.

Rule 20 Commitment Issues: Brian and Carmaine have been working on these issues. A meeting has been scheduled for January 24th at 8 o'clock a.m. When a person is found incompetent in their criminal proceedings, we will immediately schedule a six month review hearing. This workgroup is putting together some sample orders to be used. The public defender's office will remain on the case even after the incompetence finding to assure they are involved when competency has been restored. The workgroup is still working on the following issues: 1. They are compiling a list of experts and their prices. 2. They will address what happens and who pays when 2nd opinion is requested. 3. They will address what happens to defendants who are still in custody after being found incompetent. 4. They will look at defendants who are on probation and then are found incompetent on new charges.

Veterans Mentor Program: There are six marines and one female vet that are ready to be on board with the veterans program. They are just waiting for the training. The training should

take place in January. Law Enforcement is on board with asking the question about being a vet at the onset of contact. Over the next three months, we are going to be tracking the numbers to see what kind of volume we are talking about for Winona in regards to veterans. We will put this on the agenda for April.

Strategic Planning: We have several workgroups addressing different areas of our strategic planning. This will be an all year process. Carmaine Sturino did advise that she has some interns available to help if necessary.

Plea Petitions: Brian Pafundi, Carmaine Sturino, and Justin Wesley have been working on putting together proposed petitions for guilty pleas. They currently have them done and waiting for Judge's review and approval. These petitions are geared towards misdemeanor, gross misdemeanor cases and can be offered in Court or by mail. One nice aspect of the new form is that there is more room for the defendants to write down the factual basis to the offense. We will put this on the January 17th agenda.

Update Disclosure of Defendant Criminal History: The rules state that the defense attorneys should get what the state is receiving. Currently the defense is getting only summaries. Karin Sonneman is checking and will respond back to the committee. The county attorney's office, public defender's office and the BCA are working on this issue.

Drug Court Update: Today is the 4th drug court session Winona has had. Currently there are two participants and we have a few more in the screening process. Our capacity is 20 participants. Rebecca Church and Nick Oswald are getting cooperation from all the departments. There will be an open house on January 29th. Invitations will be sent out for this open house.

Juvenile Placements, Electronic Home Monitoring: Sharon Summers advised the committee that a guideline has been established for the electronic home monitoring. There is a three tier payment option. There is a zero fee if the parents are on a cash assistance program. There is a 50% fee when parents are on benefits. And there is a 100% fee when the family is not eligible for any benefit programs. The parents will have to fill out this form so that the county can get proper payment and collections done. It's also important that all orders for EHM have the "best interest" language. There are people that may not qualify for the 4e but then later do become eligible. So that "best interest" language needs to be in the paperwork to assure that at the time they are eligible, they will qualify them for the 4e. Kalene will talk with Renee and Stacey from Court Administration. Julie Koop will forward a blank disposition order to Carmaine for review.

Next meeting: January 17, 2013 at 8 a.m.

January agenda:

- **Review and approval of January 3rd meeting minutes**
- **Domestic Violence Cases:** Diana Miller, Woman's Resource Center
- **Plea Petitions:** Judge Buytendorp to update after the Judge's meeting to
review the proposed petitions

CJCC COURTS COMMITTEE AGENDA

January 17, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of January 3rd meeting minutes**
- **Domestic Violence Cases:** Diana Miller, Woman's Resource Center
- **Plea Petitions:** Judge Buytendorp to update after the Judge's meeting to
review the proposed petitions

Next meeting February 21, 2013

CJCC COURTS COMMITTEE MEETING

January 17, 2013

Present:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input checked="" type="checkbox"/> Judge Leahy | <input type="checkbox"/> Karin Sonneman |
| <input type="checkbox"/> Michael Flaherty | <input type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Chris Ledebuhr | <input checked="" type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Christina Davenport | <input type="checkbox"/> Judy Gilow | <input type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input checked="" type="checkbox"/> Matt Hudson | <input checked="" type="checkbox"/> Sharon Summers | <input checked="" type="checkbox"/> Tami Mueller | <input checked="" type="checkbox"/> Diana Miller |
- Doug Stokes

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, February 21, 2013.

Discussion:


Review and approval of December (January 3) meeting minutes.

Domestic Violence Cases: Our special guest, Diana Miller from the Women's Resource Center was present. Diana works along with the Blueprint for Safety workgroup. Discussions have been made regarding how domestic violence cases are being handled. There is a concern with victims recanting or not wanting to proceed with the charges. The Women's Resource Center would like to be more involved in the processing of these criminal cases. If a case is being negotiated down to a lesser charge or dismissed due to victim requests, they would like to know so that they can work with that victim. The advocates would like to redouble their efforts in working with these victims. To help the victims prepare for the criminal procedures and trials.

Christina Davenport was present for the County Attorney's office. She will report back to her department that the advocates would like to be more involved.

Further discussion on domestic violence resulted in the department of corrections noting that the counseling for abusive men is not routinely being ordered by the Court. Some discussions were made regarding ordering Domestic Violence Inventory vs. a CAM assessments. First time offenders perhaps would not be required to do these evaluations due to the expense.

DANCO's are often being asked for at time of the Rule 5 appearance. Advocates would like to be present for these hearings and allowed to speak on behalf of the victims. However, the county attorney's office is getting that information ahead of time and can also relay this information to the Court. There is some concern that if the advocate gets more involved,




there would be discovery issues that come up. Advocates could potentially be called to testify at hearings which could hurt the relationship between victim and advocates.

Blueprint for Safety can look at talking with officers about getting this information on their reports on whether the victim wants a DANCO or not. It typically is also on the bail evaluation that is submitted prior to the first appearance.

It is suggested that Diana and Karen Sonneman discuss the following issues: communication, victim recanting, DANCO orders, and evaluations. At the February meeting, the county attorney's office can update the committee on how we should proceed and/or if a workgroup would be helpful.


Federal Grant assisting in Visitation Center at Family and Children Center: Diana Miller also spoke regarding a federal grant that they have received. This grant is to help assist in a project between the Family and Children Center, Women's Resource Center, and the County in having a supervised visit center. The Family and Children Center already has room for this Visitation Center. They are currently working on forming a workgroup to help with initial training and development. A Judge and one or two attorneys are needed for this workgroup. There will be a weeklong training coming in March which will be held in Dallas.



Plea Petitions: All three Judges have met and approved having a separate plea petition for DWI pleas. Brian Pafundi has made a beautiful form to cover all areas that are needed. Judge Buytendorp will be forwarding this proposed form to the other two Judge's for their review. When all the Judges have reviewed and approved that form, the workgroup will be notified. Hopefully the workgroup can meet prior to our February meeting. This will be put on the February agenda and hopefully can be reviewed for approval of implementation.

ITV Hearings: Lynne Caldwell advised that we need two business days to set up ITV hearings when a bridge connection is needed. This is mainly from the commitment area. It would also be recommended that any ITV hearings are held at either 9:00 a.m. or 1:30 p.m. Court Administration needs to test the ITV to make sure it's working properly before the hearing begins. If the hearing is in the middle of a calendar, it makes this more difficult.

Veterans Court: There is a 2-1/2 hour training session being arranged on "want to be a mentor" and "what does this involve". The LaCrosse Area Mentorship program will be conducting the training sessions for free at our VA Center in Winona. We need to decide on areas of focus: domestic abuse, chemical abuse, post traumatic syndrome. Fifteen mentors from LaCrosse and Borman are all lined up to be involved here in Winona. We will have more mentors available than vets in need. Our local veterans and veteran programs are very excited about this program.



Drug Court: Drug court is going really well. Currently, there are five participants in the program. There are more people being screened.

Plea's by Mail: The judges have indicated that if the Rule allows, they will accept pleas by mail. There is a concern in starting the plea's by mail that the defendants will fail to realize that they need to still show up for sentencing when required. Also, if there is going to supervised probation, the defendants need to realize that they have to still meet with the Department of Corrections. The plea petitions can be mailed or they can still be brought before the Court. We will have to watch this area and see how it goes. There may be changes needed or procedures put in place as we approach any glitches.

General and Special Conditions, Violations: Department of Corrections was wondering if the Court wants to see the general and special conditions printed on violation reports. The Court and attorneys prefer that those conditions continue to be printed on the violation reports.

Next meeting: February 21, 2013 at 8 a.m.

February agenda:

- Domestic Violence Cases
- Plea Petitions

CJCC COURTS COMMITTEE AGENDA

February 21, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of January meeting minutes**
- **Domestic Violence Cases**
- **Plea Petitions**
- **Best Interest Workgroup – update**
- **Expert Witness Workgroup – update**
- **Civil Commitment/Rule 20 Workgroup – update**
- **Veterans Mentor Program – update by Judge Leahy**

Next meeting March 21, 2013

CJCC COURTS COMMITTEE MEETING

February 21, 2013

Present:

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input checked="" type="checkbox"/> Judge Leahy | <input type="checkbox"/> Karin Sonneman |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input checked="" type="checkbox"/> Kaitlyn Wahlsten | <input checked="" type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Brian Pafundi | <input type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
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Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

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Discussion:

Review and approval of January meeting minutes.

Domestic Violence Cases: The County Attorney's office was going to meet with the Woman's Resource Center on getting a procedure regarding domestic violence cases. There was not a representative from the County Attorney's office present. Tami Mueller did talk with Ron Ganrude and Tom Williams. Officers feel that a DANCO should be considered even if the victim claims they do not want one.


Plea Petitions: The Judges have all reviewed the proposed plea petitions. They were approved for use. Brian is trying to convert the form into pdf form so that this may be electronically sent to attorneys. The forms may need some tweaking after we start using them. When the form is being sent out to the attorneys, a clarification will be made with regards to jail credit. A copy of the petitions will also be sent to the prosecuting agencies.

Best Interest Workgroup: Sharon Summers updated the committee on the status of the language needed for best interest. At the time of any placement, the best interests needs to be noted in an order. The transport order will be modified to help reflect this wording. We are also going back to an order that was previously created that the Judges will need to sign in the courtroom to get the best interest language on file. Prosecutors will prepare this order and present it at the hearing. A social worker will be assigned to all the DOC cases where placement or IV-E may become needed.



Expert Witness Workgroup: Things are not going really smoothly as of late for this workgroup. They are taking a little break before pushing for another meeting. The workgroup started gathering information about the examiners and costs. Judge Leahy inquired if there are any private vendors available that would be able to assist us with these evaluations. Carmaine Sturino will check into that. This subject will be put on the agenda for April.

Civil Commitments/Rule 20 Workgroup: The workgroup did meet and they are having good progress in finalizing an order with written policy. The workgroup is not scheduled to meet again in hopes that the order and policy can be approved via email. This is an area which the workgroup has identified as needing to get a legislative change.



Veterans Mentor Program: Training for the veterans mentor program took place in February. It was a very motivational and energetic turnout. They are working on finding someone to coordinate this mentoring program. We are hoping to have the training completed within three months. Not all the people that will be involved with this veterans mentor program will be coming into the court system. This is a program that will help all individuals whether they have legal issues or just have personal issues. Sandy Warnke will be addressing the officers on the proper placement for the veteran statistic. We are hoping that the reporting of veteran status will be started in March. The mentors are very excited about starting this program up. DOC agents are not able to give out the name of defendants to the mentor program unless they first sign a release. Also, the mentor/participant relationship is confidential. This is not conversations that we want to have brought up in open court.

DOC – Felony Unit: DOC felony unit is moving to a new location. They are now located at 370 W 2nd Street Suite 210, across from Rochester Fruit Market. The main phone number is 507.205.6100. The phone line to reach them here at the courthouse has been disconnected.

Next meeting: March 21, 2013 at 8 a.m.

March agenda:

- Pre Trial Services Update

State of Minnesota

District Court

County of Winona

Judicial District: Third

D.C. File No(s): _____

Case Type: Criminal

STATE OF MINNESOTA,
Plaintiff,

vs.

**Petition to Enter Plea of Guilty
in a Misdemeanor/Gross Misdemeanor
Case Pursuant to Rule 15**

Defendant.

TO THE ABOVE-NAMED COURT:

I wish to enter a plea of guilty in the above-entitled case and I hereby state to the Court the following:

1. I am the Defendant in this case, my full name is _____, and my date of birth is _____. I am/am not a current member or veteran of the armed services.

2. The last grade I went through in school is _____. I am not currently under the influence of alcohol or any controlled substance not prescribed by a doctor; nor do I have any mental or physical problems that affect my ability to understand this document or these proceedings. I am currently taking the following medications, as prescribed by a doctor, which do not affect my ability to understand this document or these proceedings: _____

3. I understand that I have been charged with the crime(s) of _____

committed on or about _____ in Winona County, Minnesota.
(month) (day) (year)

4. I hereby plead guilty to the crime(s) of _____

5. I admit to the following facts:

a. Assault in the Fifth Degree

On _____, I committed (an act with intent to cause fear in another of immediate bodily harm or death) OR (I intentionally inflicted or attempted to inflict bodily harm upon another).

The above act took place in the City of _____, County of Winona, Minnesota.

I admit the following qualified domestic violence-related offense convictions:

None.

I have a prior qualified domestic violence-related offense conviction:

Date: _____ Location: _____

b. Domestic Assault

On _____, I committed (an act with intent to cause fear in a family or household member of immediate bodily harm or death) OR (I intentionally inflicted or attempted to inflict bodily harm upon a family or household member).

The above act took place in the City of _____, County of Winona, Minnesota.

I admit the following qualified domestic violence-related offense convictions:

None.

I have a prior qualified domestic violence-related offense conviction:

Date: _____ Location: _____

c. OFP/HRO/DANCO Violation

On _____, I violated an (order for protection) (harassment restraining order) (domestic abuse no contact order) issued against me by a judge or referee, by: _____

I knew of the existence of the order on the date of the offense. If I am charged with a gross misdemeanor violation, I further admit that I knew my conduct would be a violation of the order.

d. Other

I am pleading guilty because on _____ in the City of _____, County of Winona, State of Minnesota I committed the following acts (state sufficient facts to establish a factual basis for all elements of the offense to which the defendant is pleading guilty): _____

6. I understand that the maximum possible sentence for the misdemeanor offense to which I am pleading guilty is 90 days in jail and a fine of \$1,000 or both; and, for a gross misdemeanor offense it is 365 days in jail or a fine of \$3,000, or both. Further, I understand that if I am not a citizen of the United States, my plea of guilty to this crime may result in deportation, exclusion from admission to the United States or denial of naturalization as a United States citizen.

6a. PRIOR QUALIFIED DOMESTIC VIOLENCE-RELATED OFFENSE CONVICTIONS

I understand that if I have a conviction or juvenile delinquency adjudication for any qualified domestic violence-related offense, I could be subject to increased penalties under Minnesota law if I am convicted of certain offenses in the future.

a. INCREASED PENALTIES – ASSAULT IN THE FIFTH DEGREE

- (1) Assaulting the same victim within ten years of a prior qualified domestic violence-related offense conviction or adjudication of delinquency – gross misdemeanor.
- (2) Assaulting the same victim within ten years of two or more prior qualified domestic violence-related offense convictions or adjudications of delinquency – felony.
- (3) Assaulting anyone within three years of a prior qualified domestic violence-related offense conviction or adjudication of delinquency – gross misdemeanor.
- (4) Assaulting anyone within three years of two or more prior qualified domestic violence-related offense convictions or adjudications of delinquency – felony.

b. INCREASED PENALTIES – DOMESTIC ASSAULT

- (1) Assaulting a family or household member within ten years of a prior qualified domestic violence-related offense conviction or adjudication of delinquency – gross misdemeanor.
- (2) Assaulting a family or household member within ten years of two or more prior qualified domestic violence-related offense convictions or adjudications of delinquency – felony.
- (3) Repeat domestic assault convictions are subject to mandatory minimum jail sentences described in Section 609.2243 (20 days in jail for a gross misdemeanor, 45 days in jail for a felony).

c. INCREASED PENALTIES – OFP/HRO/DANCO

- (1) Violation of an order for protection, harassment restraining order, or domestic abuse no contact order within ten years of a prior qualified domestic violence-related offense conviction or adjudication of delinquency – gross misdemeanor.
- (2) Violation of an order for protection, harassment restraining order, or domestic abuse no contact order within ten years of two or more prior qualified domestic violence-related offense convictions or adjudications of delinquency – felony.
- (3) Order for protection violations are subject to the mandatory minimum jail time requirements as set forth in Section 518B.01, subd. 14 (3 days in jail for a misdemeanor, ten days in jail for a gross misdemeanor, 30 days in jail for a felony).
- (4) For DANCO violations, the mandatory minimum jail sentences are set forth in Section 629.75, subd. 2 (10 days for a gross misdemeanor, 30 days for a felony).

_____ Initials

7. **RIGHT TO AN ATTORNEY.** I understand that I have the right to be represented by an attorney and that an attorney will be appointed to represent me without cost to me if I cannot afford one.

7a. I have fully discussed the charge(s), my constitutional rights, and this petition with my attorney.

8. **WAIVER OF ATTORNEY.** I give up my right to be represented by an attorney and any right I might have to request that an attorney be appointed to represent me.

_____ Initials

9. I understand that I also have the following constitutional rights which I knowingly and voluntarily give up:

- a. The right to a trial to the court or to a jury in which I am presumed innocent until proven guilty beyond a reasonable doubt and in which all jurors in a jury trial must agree I am guilty before the jury could find me guilty.
- b. The right to confront and cross-examine all witnesses against me.
- c. The right to remain silent or to testify for myself.
- d. The right to subpoena and present witnesses to testify for me in my defense.

e. The right to a pretrial hearing to contest the admissibility at trial of any confessions or admissions or of any evidence obtained from a search and seizure. _____ Initials

10. I am entering my plea of guilty freely and voluntarily and without any promises except as indicated in number 11 below.

11. I am entering my plea of guilty based on the following plea agreement with the prosecutor: (if none, so state) _____

12. I understand that if the Court does not approve this agreement outlined in paragraph 11, I have the right to withdraw my plea of guilty and have a trial.

13. I understand that if this plea of guilty is accepted I have the right to be present at the time of sentencing and to speak and to present evidence on my behalf.

14. I am pleading guilty because I am guilty of the charge(s) to which I am pleading. I make no claim that I am innocent of the charge(s).

15. I hereby request to be present at the time of sentencing, or

15a. I hereby knowingly and voluntarily give up my right to be present upon (entry of my plea of guilty and) (sentencing), and request that the court sentence me in my absence, but according to any plea agreement that might be contained in this petition. _____ Initials

16. In view of all of the above-listed facts and consideration, I wish to enter a plea of guilty. By signing this petition I represent to the Court that I understand all of the rights I am giving up by pleading guilty.

Dated: _____

Signature

Name: _____

Street Address: _____

City/State/Zip: _____

I, _____ state that I am the attorney for the defendant; and that I personally observed the defendant date and sign the above petition.

Dated: _____

Attorney for Defendant

I, the prosecuting attorney, state that I am the attorney for the State in this matter, and that I agree to the plea agreement as set forth in paragraph 11, if there is such a plea agreement.

Date: _____

Prosecutor

**PETITION AND PLEA OF GUILTY ACCEPTED,
AND IT IS SO ORDERED**

Dated _____

Judge of District Court

County of Winona

Judicial District:	Third
D.C. File No(s):	
Case Type:	Criminal

STATE OF MINNESOTA,
Plaintiff,

vs.

**Petition to Enter Plea of Guilty
in a Misdemeanor/Gross Misdemeanor
DWI Case Pursuant to Rule 15**

Defendant.

TO THE ABOVE-NAMED COURT:

I wish to enter a plea of guilty in the above-entitled case and I hereby state to the Court the following:

1. I am the Defendant in this case, my full name is _____, and my date of birth is _____. I am/am not a current member or veteran of the armed services.

2. The last grade I went through in school is _____. I am not currently under the influence of alcohol or any controlled substance not prescribed by a doctor; nor do I have any mental or physical problems that affect my ability to understand this document or these proceedings. I am currently taking the following medications, as prescribed by a doctor, which do not affect my ability to understand this document or these proceedings: _____

3. I understand that I have been charged with the crime(s) of:

<u>M</u>	<u>GM</u>
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	

- Driving Under the Influence of Alcohol, 169A.20, subd. 1(1)
- Driving Under the Influence of a controlled substance, 169A.20, subd. 1(2)
- Driving with a BAC of .08 or greater, 169A.20, subd. 1(5)
- Test Refusal, 169A.20, subd. 2
- Other: _____

committed on or about _____ in Winona County, Minnesota.
(month) (day) (year)

4. I hereby plead guilty to the crime(s) of:

<u>M</u>	<u>GM</u>
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	
4th 3rd 2nd	

- Driving Under the Influence of Alcohol, 169A.20, subd. 1(1)
- Driving Under the Influence of a controlled substance, 169A.20, subd. 1(2)
- Driving with a BAC of .08 or greater, 169A.20, subd. 1(5)
- Test Refusal, 169A.20, subd. 2
- Other: _____

5. I admit to the following facts:

(1) On _____, at approximately _____ a.m./p.m., I drove a motor vehicle in the City of _____, County of Winona, Minnesota.

(2) Before I drove a motor vehicle, I had (consumed alcohol) (ingested a controlled substance) (or both). As a result of that:

- my driving ability was impaired; or
 my alcohol concentration was _____ (insert BAC value);
 I refused to submit to a chemical test.

(3) I admit the following aggravating factors:

- None.
 Alcohol concentration of .20 or more
 Child under the age of 16 in the motor vehicle and the child is 36 months younger than me.
 Qualified prior impaired driving incident(s) within ten years immediately preceding the offense.

Date: _____ Location: _____

Date: _____ Location: _____

6. I understand that the maximum possible sentence for the misdemeanor offense to which I am pleading guilty is 90 days in jail and a fine of \$1,000 or both; and, for a gross misdemeanor offense it is 365 days in jail or a fine of \$3,000, or both. Further, I understand that if I am not a citizen of the United States, my plea of guilty to this crime may result in deportation, exclusion from admission to the United States or denial of naturalization as a United States.

a. HABITUAL OFFENDER PENALTIES – D.U.I./D.W.I.

I understand that because of this conviction, if I am convicted in the future of another impaired driving offense, I could be subject to the following increased penalties, license plate impoundment, or vehicle forfeiture:

b. INCREASED PENALTIES – MANDATORY MINIMUMS

- (1) Second offense within 10 years. Gross misdemeanor. 30 days incarceration with at least 48 hours of which must be served in jail.
- (2) Third offense within 10 years. Gross misdemeanor. 90 days incarceration with at least 30 days served consecutively in jail; or 6 consecutive days in jail plus a D.W.I. program of intensive supervision, if available.
- (3) Fourth offense within 10 years. Felony. Three years in prison stayed on condition of 180 days incarceration with at least 30 days served consecutively in jail; or 6 consecutive days in jail plus a D.W.I. program of intensive supervision program, if available.
- (4) Fifth offense (or more) within 10 years. Felony. Three years in prison stayed on condition of 365 days incarceration with at least 60 days served consecutively in jail; or 6 consecutive days in jail plus a D.W.I. program of intensive supervision program, if available.

c. IMPOUNDMENT OF PLATES. Impoundment of the license plate of the vehicle involved in the offense and all other motor vehicles owned by, registered to, or leased by me, whether jointly or not, if one of the following applies:

- (1) I have one or more qualified impaired driving convictions within 10 years of this offense; or
- (2) I have a commercial driver's license disqualification resulting from a test refusal within ten years of a qualified prior impaired driving incident; or
- (3) My alcohol concentration was .16 or more as measured at the time or within 2 hours of the time of the offense; or
- (4) A child under the age of 16 was in the vehicle at the time of the offense and the child was more than 36 months younger than me; or
- (5) My driving privileges were canceled as inimical to public safety at the time of the offense.

d. **VEHICLE FORFEITURE.** A motor vehicle used in a D.W.I. offense, regardless of whether I am the owner, may be taken and forfeited if one of the following applies:

- (1) I am charged with First Degree DWI or Second Degree DWI; or
- (2) I am charged with a D.W.I. offense and at the time of the offense my driving privileges had been cancelled as inimical to public safety and not reinstated; or my driving privileges were restricted, prohibiting the use or consumption of any amount of alcohol or controlled substances.

7. **RIGHT TO AN ATTORNEY.** I understand that I have the right to be represented by an attorney and that an attorney will be appointed to represent me without cost to me if I cannot afford to pay for an attorney.

7a. I have fully discussed the charge(s), my constitutional rights, and this petition with my attorney.

8. **WAIVER OF ATTORNEY.** I give up my right to be represented by an attorney and any right I might have to request that an attorney be appointed to represent me.

_____ Initials

9. I understand that I also have the following constitutional rights which I knowingly and voluntarily give up:

- a. The right to a trial to the court or to a jury in which I am presumed innocent until proven guilty beyond a reasonable doubt and in which all jurors in a jury trial must agree I am guilty before the jury could find me guilty.
- b. The right to confront and cross-examine all witnesses against me.
- c. The right to remain silent or to testify for myself.
- d. The right to subpoena and present witnesses to testify for me in my defense.
- e. The right to a pretrial hearing to contest the admissibility at trial of any confessions or admissions or of any evidence obtained from a search and seizure.

_____ Initials

10. I am entering my plea of guilty freely and voluntarily and without any promises except as indicated in number 11 below.

11. I am entering my plea of guilty based on my agreement with the prosecutor that I will receive the following sentence: (if none, so state):

- 1) Stay of: Imp. Ex. of ___ days for ___ years. 2) un/supervised probation.
- 3) ___ days of EAM/EHM 4) ___ days of probationary jail. 5) \$ ___ fine + \$ ___ costs.
- 6) ___ CWS hours. 7) MADD victim impact panel. 8) no drinking, no bars/liquor stores.
- 9) alc. assessment. CD eval & follow thru w/recommendations 10) random tests/searches
- 11) remain law abiding and follow the general rules of probation.

Other: _____

12. I understand that if the Court does not approve this agreement outlined in paragraph 11, I have the right to withdraw my plea of guilty and have a trial.
13. I understand that if this plea of guilty is accepted I have the right to be present at the time of sentencing and to speak and to present evidence on my behalf.
14. I am pleading guilty because I am guilty of the charge(s) to which I am pleading. I make no claim that I am innocent of the charge(s).
15. I hereby request to be present at the time of sentencing, or
- 15a. I hereby knowingly and voluntarily give up my right to be present upon (entry of my plea of guilty and) (sentencing), and request that the court sentence me in my absence, but according to any plea agreement that might be contained in this petition. _____ Initials
16. In view of all of the above-listed facts and consideration, I wish to enter a plea of guilty. By signing this petition I represent to the Court that I understand all of the rights I am giving up by pleading guilty.

Date: _____

Signature
Name: _____
Street Address: _____
City/State/Zip: _____

I, _____ state that I am the attorney for the defendant; and that I personally observed the defendant date and sign the above petition.

Date: _____

Attorney for Defendant

I, the prosecuting attorney, state that I am the attorney for the State in this matter, and that I agree to the plea agreement as set forth in paragraph 11, if there is such a plea agreement.

Date: _____

Prosecutor

**PETITION AND PLEA OF GUILTY ACCEPTED,
AND IT IS SO ORDERED**

Dated _____

Judge of District Court

CJCC COURTS COMMITTEE AGENDA

March 21, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of February meeting minutes**
- **Pre Trial Services Update:** Kalene Engel
- **WSU OVW Campus Grant:** Kalene Engel
- **Drug Court Update:** Judge Buytendorp
- **Community Work Service Locations/Requirements:** Kalene Engel

Next meeting April 18, 2013

CJCC COURTS COMMITTEE MEETING

March 21, 2013

Present:

- | | | | |
|--|---|---|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input checked="" type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input checked="" type="checkbox"/> Kalene Engel | <input type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey | <input type="checkbox"/> Justin Green |
| <input type="checkbox"/> Kaitlyn Wahlsten | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input checked="" type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input type="checkbox"/> Aarah Saugen | <input type="checkbox"/> Sharon Summers | <input type="checkbox"/> Tami Mueller | <input type="checkbox"/> Matt Johnson |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, April 18, 2013.

Discussion:

Review and approval of February meeting minutes.

Pre-Trial Services Update: Kalene is collecting data every day at this point and she is looking at the drug court database software as a possible avenue of collecting and reporting this data. There is apparently a new jail UA vendor that is cheaper than the current option. Cheaper testing and cheaper GPS helps pretrial services. Next step is to secure county funding. Long-term idea: combining pretrial services, CARE and drug court into a package down the road as many of the roles and responsibilities seem to overlap.

WSU/Grants: Violence against women and safety on campus keys to this initiative. Local law enforcement will be involved and this is basically a way to try to reverse the trend of underreporting of assaults and abuse on WSU and St. Mary's campuses. Majority of the funds would benefit WSU and the Women's Resource Center. The committee wishes the grant applicants all the best in this endeavor and will be ready to step in whenever needed.

Drug Court update: Kalene shared with the group her efforts to assist in getting the team organized and in position for a new coordinator, once that position is filled. Kalene is doing the numbers and grant reporting and organizing side of things, Brian and other team members are stepping up in the day-to-day operations of drug court. There are currently 8 drug court participants and the team expects to reach its limit of 20 sometime this summer as potential participants are continuing. Coordinator position posted and should be closed on Fri, Mar 22.

CWS Location List: Work group to be formed, headed by Carmaine, to come up with an updated list for acceptable CWS locations. What criteria for a location would be acceptable: Non-profit? Any other criteria? Once criteria established, reach out to organizations within community that meet that criteria to determine willingness to host folks to complete CWS hours. DOC, prosecutors (city and county), court admin, restorative justice, ben smith, carmaine, carmaine's interns all likely to be involved and provide input.

Safe Haven Grant: Judge Leahy provided some information on the status of this project. Although the original plan likely needs to be reconfigured, the group will work hard on doing so as the money is there and this is something that the community desperately needs. Lots of logistical requirements for this safe place location to be grant compliant to a location in Winona needs to be found as Maddi's place will not work. FCC would need to be modified a bit to meet the grant requirements.

Rule 15 Petition/CD Assessment: After discussing the CD assessment fee applicable to DWI pleas, the group decided, I think, that all plea petitions should be modified to add a catch-all provision indicated there may be other fees associated with the conditions enumerated in this plea.

DOC – Felony Unit: DOC felony unit is moving to a new location. They are now located at 370 W 2nd Street Suite 210, across from Rochester Fruit Market. The main phone number is 507.205.6100. The phone line to reach them here at the courthouse has been disconnected.

Next meeting: April 19, 2013 at 8 a.m.

April agenda:

- Pending....

CJCC COURTS COMMITTEE AGENDA

April 18, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of March meeting minutes**
- **Veterans Mentor Program Update:** Judge Leahy/Kaitlyn
- **Expert Witness Workgroup Update:** Carmaine Sturino
- **CAM Systems (GPS System used by jail):** Bruce Wemette
- **Community Work Service Workgroup Update:** Kalene
- **Strategic Planning:** Kalene

Courts Committee (Judge Buytendorp):

- **E-charging/citations and e-filing:** monitoring progress through e-charging monitoring committee
- **Discovery/data exchange:** monitor LEAN process and explore ways to make discovery exchanges to speed case resolution
- **Streamlining post-conviction procedures:** find ways to ensure that pre-sentence investigations are completed in a timely manner so that sentencing can take place on the scheduled sentencing date
- **Rule 20 Procedures:** through a workgroup, resolve inconsistencies in handling of Rule 20 cases
- **Drug Court:** ensure the success of the program

Next meeting May 16, 2013

- **Court appointed experts:** review various aspects of court-appointed experts including qualifications, cost, etc.
- **Veterans Mentor Program:** through a workgroup, launch a program to ensure that veterans are being served in the best possible way as they progress through the system.
- **Review handling of domestic abuse cases:** improve handling of domestic abuse case

Next meeting May 16, 2013



CJCC COURTS COMMITTEE MEETING
April 18, 2013

Present:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Kaitlyn Wahisten | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Bruce Wemette | <input checked="" type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input type="checkbox"/> Aarah Saugen | <input type="checkbox"/> Sharon Summers | <input checked="" type="checkbox"/> Tami Mueller | <input type="checkbox"/> Justin Green |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, May 16, 2013.

Discussion:

Review and approval of March meeting minutes.

CAM Systems (GPS system used by jail): CAM systems has been up and running since January of this year. At the current time, they have had zero violations. Prior to using this GPS system, there were approximately 2-3 violations per week. This system works very well with offenders that have employment. Whether they are in custody or ROR, the GPS works well for individuals going to and from work. Jail has 2 systems at all times. Bruce has anywhere from 10-15 in his car available as well. So the turnaround time to get a person hooked up is very short. Individuals not in custody are being monitored by the company. Inmates that are on the system are being monitored in-house.

Zones can be entered into the system to specify work location, route to get to and from work, and victims home and/or work place. When these zones have been implemented, an alarm would go off if the offender enters into a zone that they are not authorized to be in.

When an alarm goes off, the offender hears an alarm and the CAM also is a two-way phone so they will be reached and talked to from the device. Also, a notification will be sent out to whoever is listed (probation, prosecutor, attorney) in either an email or a text message. And again, the GPS location will be known so that if necessary the agent or an officer could go out to the offender's location.

History on the GPS locations is saved and archived for up to five years. Print outs can be made available to assist in further court proceedings.

Bruce also showed us the sober link hand held PBT. This PBT also has a GPS locator built in it. This device can be set up to test any time, as many times as necessary. When the offender is taking the test, a picture is taken along with documenting the test results. This data is also saved and archived for up to five years. If an offender fails the test, they are required to take another test every 30 minutes until it's a clean test.

The Scram bracelet also works with the testing as the sober link does, however the data is not available until the next day. So there is not as fast of a result or action that can be taken.

This is something that pre trial services will be looking at as well. It would be beneficial to have Bruce meet with all three Judge's regarding these devices at a future date.

Brian Pafundi, Lynne Caldwell and Bruce will work together to get the second page of the conditions of release form to accurately reflect the information the jail needs when setting up the GPS.

Expert Witness Workgroup Update: Currently, there is not an update on this. Carmaine Sturino will coordinate a meeting with department heads. The goal is to get quality reports at a reasonable rate without having to get a second evaluation done. This topic will be reviewed again in June.

Community Work Service Workgroup Update: The workgroup is looking at getting a list made for options when needing to do community work service. The same list would be available for the public in regards to volunteer work. Wabasha has a great model that we are trying to follow. This would result in a letter going out to people with the list of where they could complete the work service, contact information for those locations, and how to turn in their hours. The information would first go to the probation office, but then it would be distributed to prosecutor or court administration depending on who is supervising. Community work service is different than STS. STS is ordered when more supervision is needed. Also, STS works an 8 hour day where community work service can be as many hours at a time as wanted. If the Court orders STS and community work service, the Department of Corrections does not allow the offender to do community work service. This topic will be reviewed again in June.

Strategic Planning: We are doing "smashingly" with our strategic plan. Discovery data exchange workgroup is meeting tomorrow. There will be an update to come on this topic, but it's coming along very well. Brian Pafundi will be finishing the final touches to the Rule 20 procedures/forms by the end of next week. Sally Cumiskey would like to take this information to the District Judge's Meeting on April 26, 2013. The Drug Court team is having a retreat this Friday, April 19th. Veterans Mentor Program is at a stand still. So far, we have not shown the numbers to move forward. We are not sure if the numbers are just not there or if they are not yet being recorded as needed. Blueprint workgroup is working on a grant application to get a program up and running about domestic violence, sex assaults, and campus safety issues.

Next meeting: May 16, 2013 at 8 a.m.

The Courts Committee did not meet in May 2013



CJCC COURTS COMMITTEE AGENDA

June 20, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of April meeting minutes**
- **Expert Witness Workgroup Update: Carmaine Sturino**
- **Community Work Service Workgroup Update: Carmaine**
- **Mental Health - early intervention treatment: Steve Buswell and
Carmaine Sturino**
- **Drug Court Update: Judge Buytendorp**
- **Veteran's Mentor Program Update: Kaitlyn Wahlsten**



Next meeting July 18, 2013

CJCC COURTS COMMITTEE MEETING

June 20, 2013

Present:

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input type="checkbox"/> Michael Flaherty | <input type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Chris Ledebuhr | <input type="checkbox"/> JP Plachecki | <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input type="checkbox"/> Renee Rumpca | <input type="checkbox"/> Stephanie Nuttall | <input checked="" type="checkbox"/> Sharon | <input checked="" type="checkbox"/> Sherri Brekke |
| <input checked="" type="checkbox"/> Steve Buswell | <input type="checkbox"/> Julie Thompson | <input checked="" type="checkbox"/> Kurt Knuesel | <input type="checkbox"/> Rena' Patterson |
| <input checked="" type="checkbox"/> Samantha Carter | <input checked="" type="checkbox"/> Justin Green | <input type="checkbox"/> Tami Mueller | <input checked="" type="checkbox"/> Kaitlynn |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, July 18, 2013.

Discussion:

Review and approval of May meeting minutes.

IN CUSTODY COMMITMENTS: Steve Buswell discussed with the committee about individuals in the jail who perhaps don't fit the current standard for commitment proceedings, but yet do need assistance with becoming stable and maintaining it. The Care Program is looking at trying to get a grant to help with screening process. It was discussed if taking medications could be part of conditions of release. A workgroup will be formed to look at what other counties are doing, research it more and possibly look at getting forms created for a possible procedure. Justin, Kalene, Mary Bronk, Kevin Kearney, Sue Cooper, and Kathryn are all possible individuals for the workgroup. Kathryn Jargo will be in charge of setting up a meeting. *This will be put on the August agenda.*

EXPERT WITNESS WORKGROUP: Data has been collected from other counties and through the county attorneys association that shows it's about half and half: half are doing basic sex offender assessments and the other half are doing psycho sexual evaluations. The Judges are planning to have this discussed at their July Judge's meeting. There were some ideas regarding the costs of such evaluations. Possibly working with blending the recommendation with the type of health care coverage or have client be ordered at sentencing to pay a portion of the evaluation in lieu of fine. *This will be put on the August agenda.*

COMMUNITY WORKSERVICE GROUP: Carmaine has made cold calls to businesses in the area to see if they would be agreeable to being on a list for community work service options. She is willing to work on making a list of options that are available and providing that to probation and Sue in Court Administration. We would also need to have feedback given to Carmaine to help monitor if places are actually be used or not. A defendant who is ordered unsupervised probation and community service is being monitored by Sue Smelser. (This does not pertain to juvenile matters.) A concern is if the defendant completes work service rather than paying the fine, Sue Smelser needs to know this. If the fine is not taken care of




and properly updated, it will then be referred to collections. *This will be reviewed at the December meeting.*

DRUG COURT: Sam Carter, Drug Court Coordinator was introduced to the committee. Sam will have up and running July 1st a color system regarding the ua tests that are given to participants. She is setting up the first policy meeting for July and is hoping to have this be a monthly meeting. A social is also being planned. Using the social aspect of the community, can help with the participants recovery.

VETERANS MENTORING PROGRAM: The grant has been submitted and they are in the process of training. They are working on how the mentors can help clients through the whole system. Kaitlyn is also working on reaching out to legislation to help protect mentors from having to ever testify to what their clients confide in. We want to be able to help the mentor/client discussions remain confidential. Hopefully by mid-August, we will know the results of the grant. If you have any questions, talk to Kaitlyn or Justin. *This will be added to the August meeting agenda.*

COURT APPOINTED ATTORNEYS ON CHIPS CASES: There is a new rule regarding court appointed attorneys on chips matters. The changes are causing problems with not having enough court appointed attorneys available in Winona. The intent of the new rule is to have one attorney for one family through the entire chips process. This issue is going to be addressed at the July CJI meeting. The next Judge's meeting will also have this issue discussed. We can address at a future meeting if not addressed at the CJI meeting.



Next meeting: July 18, 2013 at 8 a.m.

CJCC COURTS COMMITTEE AGENDA

July 18, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of June meeting minutes**

- **Expert Witness Workgroup:** See attached email from Sally

Cumiskey

- **Drug Court Update:**

- **Update on In Custody Commitments Workgroup**


- **Report on testimony to Synthetic Drug Legislative Committee:**

Karin

- **Brainstorming for Strategic Planning Session:** (what are some

issues, problems this committee would like to address)

Next meeting August 15, 2013



From: Cumiskey, Sally
Sent: Monday, July 08, 2013 2:41 PM
To: Koop, Julie
Subject: RE: July 18 meeting, courts committee meeting

Here's one.

From judges meeting today:

- The Courts Committee work group has been meeting on this. Other counties were surveyed, and half are doing the same sort of assessment that is done here; and half are doing a full blown psycho/sexual exam. Private providers are not interested because there is not enough volume. There is no referral sheet sent with assessment request. The assessment is ordered in conjunction with the PSI so DOC makes the arrangements. This issue came up because a couple of public defenders are not satisfied with the current provider. The DOC does have the criteria set out in its rules. The judges referred the matter back to the committee to look at the 2-pronged criteria in the statute – is the defendant in need of treatment; and is the defendant amenable to treatment. The judges agreed that some defendants could contribute to the cost, but it should not be in lieu of the fine.



Next meeting August 15, 2013

CJCC COURTS COMMITTEE MEETING
July 18, 2013

Present:

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Kaitlyn Wahlsten | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input checked="" type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input checked="" type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input type="checkbox"/> Brian Pafundi | <input type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input checked="" type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input checked="" type="checkbox"/> Kathryn Jargo | <input checked="" type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input type="checkbox"/> Aarah Saugen | <input type="checkbox"/> Sharon Summers | <input type="checkbox"/> Tami Mueller | <input type="checkbox"/> Justin Green |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, August 15, 2013.


Discussion:

Expert Witness Workgroup: Carmaine will be setting up another meeting with the workgroup. The workgroup is looking for more specific directions from the Judge's on what they are looking for in the assessments and evaluators. The workgroup will come up with specific questions and then present those questions to the Judges. We will put this on the August agenda.

In Custody Commitments Workgroup: The workgroup had a short meeting since our last Courts Committee meeting. Kathryn sent two different documents (attached to minutes) for the committee to review. Kathryn will try to get another meeting put together. We will review status on this in August.

Drug Court Update: The ua testing has changed in its procedures. The changes will result in more accurate testing results. Sam Carter just attended drug court training in DC. We currently have 17 participants in drug court with a couple more being reviewed. Drug Court will be reviewed on a monthly basis.

Synthetic Drug Legislature Committee: Karin Sonneman and Christina Davenport testified before the Minnesota Health Select Committee on the impact of synthetic drugs. This committee was formed as a study committee. They are attempting to get some information pulled together to present to legislation next year.



Truancy Meeting Held July 17th, 2013: Carmaine updated the committee in regards to a truancy meeting that was held the previous day by all involved agencies. The ultimate goal is to try to help kids get services from the restorative justice. The idea discussed was to have earlier intervention without the Court. Right now we are going to get restorative justice involved after four absences and Sherri Brekke will be involved as soon as the county attorney's office is aware of a truancy petition rather than being notified from court at time of scheduling. We will review this topic again at the November meeting.

Strategic Planning: The committee is starting to look at possible topics for next year's strategic plan. Here are just some ideas being discussed: expert witness issues, sustain and support drug court, in custody commitments, veterans mentoring program, monitoring discovery and data exchange, jail alternatives for pretrial services, rule 20 commitment procedures, legislature initiatives, welfare fraud prosecution, exploration of elders and vulnerable adults, data results of charges being filed verses charges being plead to.

Blue Print for Safety Questions: The committee discussed views on how blue print safety is going. Karin Sonneman will meet with Diana from the Woman's Resource Center to see if her pervious concerns are now being addressed. We will address this again at the October meeting.




Next meeting: August 15, 2013 at 8 a.m.

August 15th agenda:

- In custody commitment workgroup: Steve/Kathryn
- Expert witness: Carmaine/Judge
- Veterans program: Kaitlyn
- Drug Court: Sam

COURT-ORDERED EARLY INTERVENTION IN A NUTSHELL:

1. Minn. Stat. 253B.064-.066 governs the process.
2. This is an optional process, which does not need to be used by counties.
3. Any interested person may apply to the agency for early intervention. If agency determines early intervention may be appropriate, pre-petition screening needs to be done just like a regular commitment, with a petition for early intervention filed by County Attorney's Office.
4. Proposed patient is entitled to an attorney, an examination and the right to a second independent examiner.
5. Hearing is conducted just like the hearing on a petition for involuntary judicial commitment.
6. Court shall order early intervention treatment if it **finds all of the following** have been proven by clear and convincing evidence:
 - i. the proposed patient is mentally ill;
 - ii. the proposed patient refused to accept appropriate mental health treatment;
 and
 - iii. the proposed patient's mental illness is manifested by instances of grossly disturbed behavior or faulty perceptions, and either:
 - a. the grossly disturbed behavior or faulty perceptions significantly interfere with the proposed patient's ability to care for self and the proposed patient, when competent, would have chosen substantially similar treatment under the same circumstances; or
 - b. due to the mental illness, the proposed patient received court-order inpatient treatment under Minn. Stat. 253B.09 (i.e., was civilly committed) at least two times in the previous three years; the patient is exhibiting symptoms or behavior substantially similar to those that precipitated one or more of the court-ordered treatment; and the patient is reasonably expected to physically or mentally deteriorate to the point of meeting the criteria for commitment. **NOTE:** Stay of commitment does not count, unless the stay was revoked, and the person actually committed.
7. Very limited option for early intervention for a chemically dependent person only when the person is a pregnant woman. Otherwise, there is no option for court-ordered early intervention for someone who is chemically dependent, and not pregnant.
8. Treatment options the Court may order include day treatment programming, medication compliance monitoring, and a short-term hospitalization not to exceed 21 days. If the person is unwilling to go to the hospital voluntarily, the Court may direct a peace officer to take the person into custody and transport the person to the hospital. **NOTE:** This does not mean the hospital, if it is a private facility,




has to accept the person into their facility. Generally, the community behavioral health hospitals do not accept anyone who is not subject to a civil commitment.

9. Order for early intervention shall not exceed 90 days. The statute is silent as to whether another petition for early intervention could be filed at the end of the 90 days. There is no procedure for continuing the order for early intervention in the first petition.

10. The statute is silent on how the court order is enforced, if the person does not comply with the order. A person subject to an order under a court-ordered early intervention petition likely either improves, making further action unnecessary, or continues to deteriorate, requiring a petition for involuntary judicial commitment. A motion for constructive civil contempt of court may be brought, but the Court has to find the person has intentionally or willfully violated the court order. If a person is manifesting delusional thinking that impacts actions, is this person really acting intentionally or willfully?

CONCLUSIONS

1. The court-ordered early intervention process may be helpful for those persons who meet the criteria. However, it is not a panacea for anyone with mental health issues.



2. The court-ordered early intervention process has the same procedural safeguards and requirements as the process for bringing a petition for involuntary judicial commitment. These requirements include a pre-petition screening, the right to an attorney, and second independent examiner, and the requirement the elements be proven by clear and convincing evidence.



Minnesota Department of **Human Services**

July 1, 2013

Re: The Department of Human Services' Procedure for Admissions from Jails or Correctional Institutions within 48 hours.

To Whom It May Concern:

Starting July 1, 2013, the Department of Human Services ("DHS") will be required to admit clients from jails or correctional institutions within 48 hours in accordance with the recent amendment to the Minnesota Commitment and Treatment Act, specifically Minnesota Statutes, section 253B.10. This new requirement applies to all clients admitted from jail or a correctional institution who are:

- Ordered confined in a state hospital for an examination under Minnesota Rules of Criminal Procedure, rules 20.01, subdivision 4, paragraph (a), and 20.02, subdivision 2;
- Civilly committed for competency treatment and continuing supervision under Minnesota Rules of Criminal Procedure, rule 20.01, subdivision 7;
- Found not guilty by reason of mental illness under Minnesota Rules of Criminal Procedure, rule 20.02, subdivision 8, and under civil commitment or are ordered to be detained in a state hospital or other facility pending completion of the civil commitment proceedings; or
- Committed under Minnesota Statutes, chapter 253B, to the commissioner after dismissal of the patient's criminal charges.

The purpose of this letter is to provide information on how to refer these types of admissions to DHS and how you can assist DHS with meeting this timeline.

Referrals:

All court orders and referrals on individuals subject to this change should be directed to our Central Pre-Admissions ("CPA"). CPA is available 24 hours a day, seven days a week, including holidays. All calls to other DHS facilities regarding individuals in jail or a correctional institution requiring admission will be referred to CPA.

DHS Central Pre-Admissions Phones
Metro: 651-431-6337
Greater MN: 1-866-966-2337

DHS Central Pre-Admissions Fax
Metro: 651-431-7705
Greater MN: 1-866-633-4253

Central Pre-Admissions E-Mail address: DHS.SOS.Centralpreadmissions@state.mn.us

*Hennepin County should continue to use the DHS Hennepin County Jail Connection admission contact numbers.

PO Box 64980 • St. Paul, MN • 55164-0980 • An Equal Opportunity and Veteran Friendly Employer

Admissions:


DHS will begin tracking the 48 hours upon receipt of the court order. Our goal is to inform the referral source (county, jail, or correctional institution) of the admission facility and begin transportation arrangements within the first 24 hours to allow time for the referral source to transport the individual to the admitting facility.

- Provide CPA with an early referral – if the commitment process is starting or the individual is being referred for commitment, provide CPA with this information so DHS can be more prepared for the admission once the individual is committed.
- If an individual is in jail or a correction institution with a revoked provisional discharge or revoked stay of commitment, notify CPA as soon as you are aware the individual is under commitment to the Commissioner of Human Services.
- Provide CPA with a copy of the court order and any additional referral information as soon as possible. The behavioral and medical information provided to CPA is necessary to determine the appropriate level of care and security for the individual.
- Call CPA after faxing or emailing information to ensure it was received and to give CPA notice of the admission from jail or a correctional institution.

If you have any questions regarding admissions or referrals, please contact DHS Central Pre Admissions.

Thank you for your cooperation in allowing DHS to meet its goal of providing treatment to individuals in a timely manner.

Sincerely,



Anne M. Barry
Deputy Commissioner
Direct Care and Treatment Administration
Minnesota Department of Human Services

CJCC COURTS COMMITTEE AGENDA

August 15, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of July meeting minutes**
- **Early Intervention Workgroup:** Steve Buswell/Kathryn Jargo
- **Sharon Summers Update:** She will have statistics regarding
intakes, children in placements, child protection assessments, etc.
- **Expert Witness Workgroup:** Carmaine/Judge
- **Drug Court Update:** Sam Carter

Next meeting September 19, 2013

CJCC COURTS COMMITTEE MEETING
August 15, 2013

Present:

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input checked="" type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Kaitlyn Wahlsten | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input checked="" type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input checked="" type="checkbox"/> Lynne Caldwell | <input type="checkbox"/> Sue Smelser | <input checked="" type="checkbox"/> Marsha Metzler |
| <input type="checkbox"/> Brian Pafundi | <input type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input checked="" type="checkbox"/> Tami Mueller | <input checked="" type="checkbox"/> Sharon Summers | <input type="checkbox"/> Tami Mueller | <input checked="" type="checkbox"/> Sam Carter |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, September 19, 2013.

Discussion:

Early Intervention Workgroup: The workgroup did meet. There is a desire and need to try to increase the amount of mental health hours the jail is receiving. They currently are receiving eight hours a week and would like to see that be doubled along with more time for their nurse as well. Mobile crisis was previously set up in Winona County but shut down due to funding. There is a need for crisis services in the community. There was discussion regarding the collaboration between the county and Winona Health. Karin Sonneman is going to reach out to Rachelle Schultz, the president of Winona Health, to discuss the serious mental health concerns Winona community is facing along with it being a statewide concern. Karin will update the committee next month in regard to her conversations.

Sharon Summers Update: Sharon Summers updated the committee with some interesting intake statistics. She will continue to monitor the data quarterly to see if there is a trend or any pattern from year to year. The statistics she provided are included with these minutes.

Expert Witness Workgroup: There is no update at this time. This will be placed on the September agenda.

Drug Court Update: The Federal Government will be coming for a site visit. We currently have fourteen participants with one more being confirmed hopefully by the end of the day today. Tami Mueller asked if a presentation could be done for their department. Sam Carter will coordinate a presentation for DOC and will possibly look at other departments as well. Part of the 2014 goals, is to get the word out to the departments and community on the performance and success of drug court.

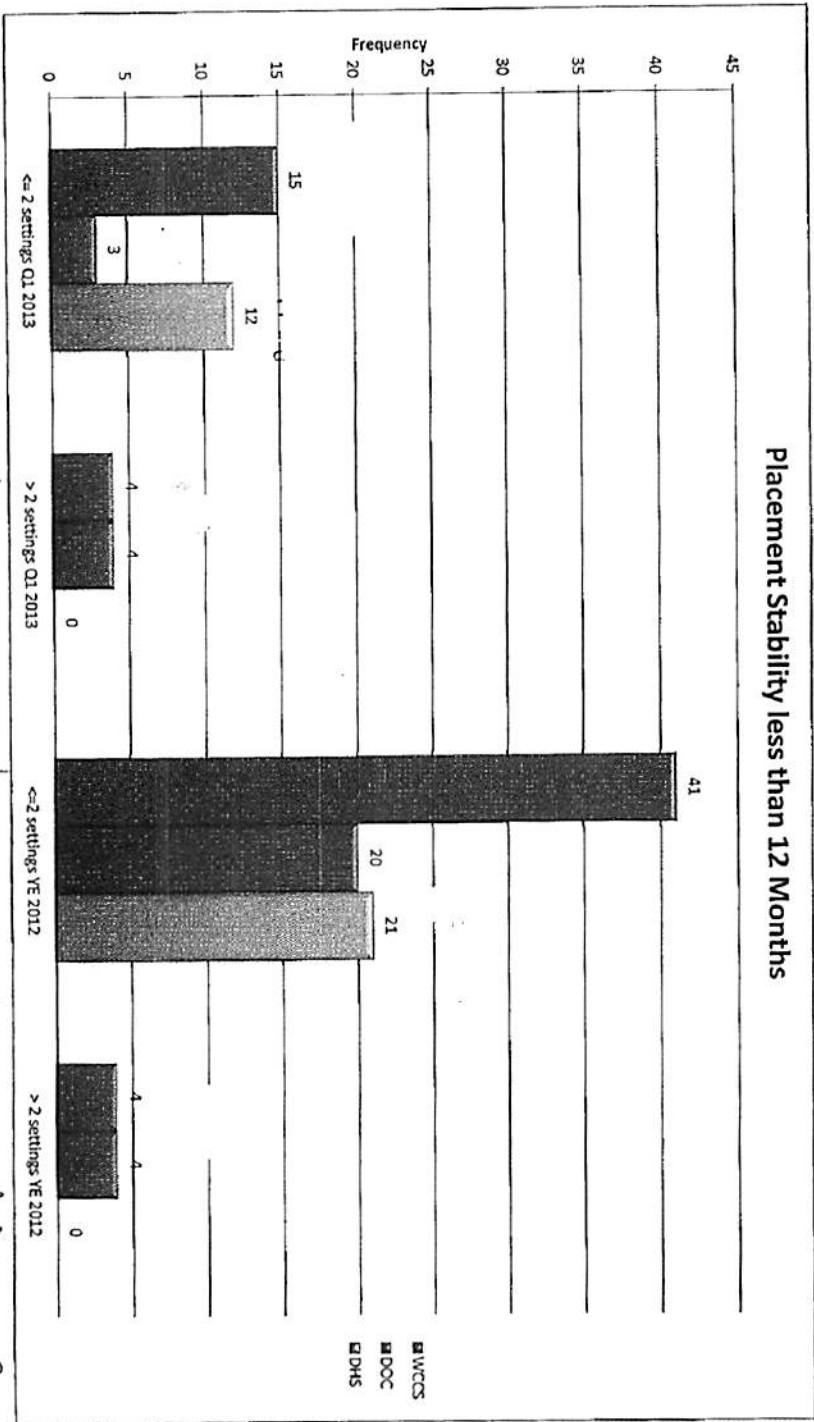


Next meeting: September 19, 2013 at 8 a.m.

September 19th agenda:

- Review of August minutes
- Veterans program: Kaitlyn
- Drug Court: Sam Carter
- Early Intervention Workgroup: Karin Sonneman
- Expert Witness Workgroup

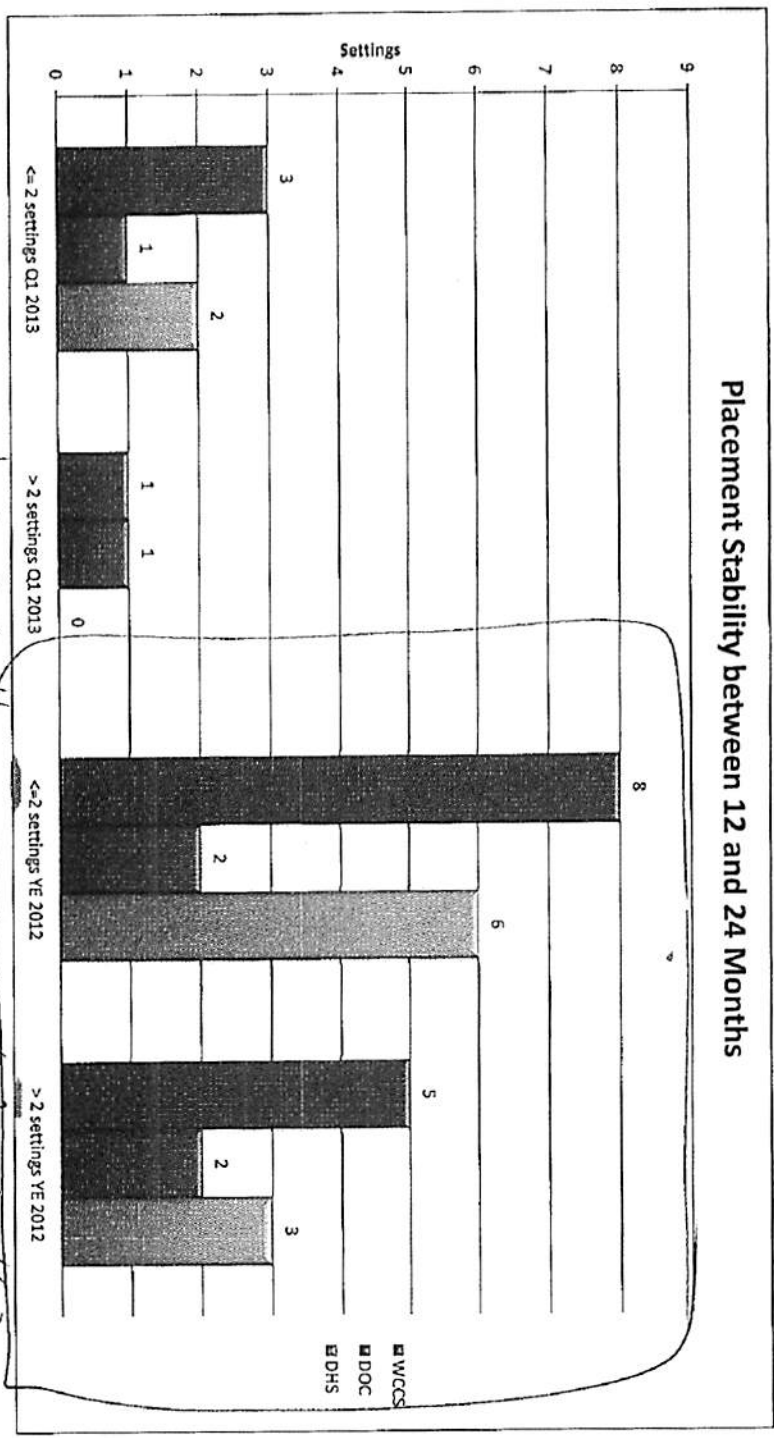
Exhibit 1



Kids who had more than 2 placements in Q1 2013 were all DOC placements less than 2 are almost equal in 2012

Exhibit 2

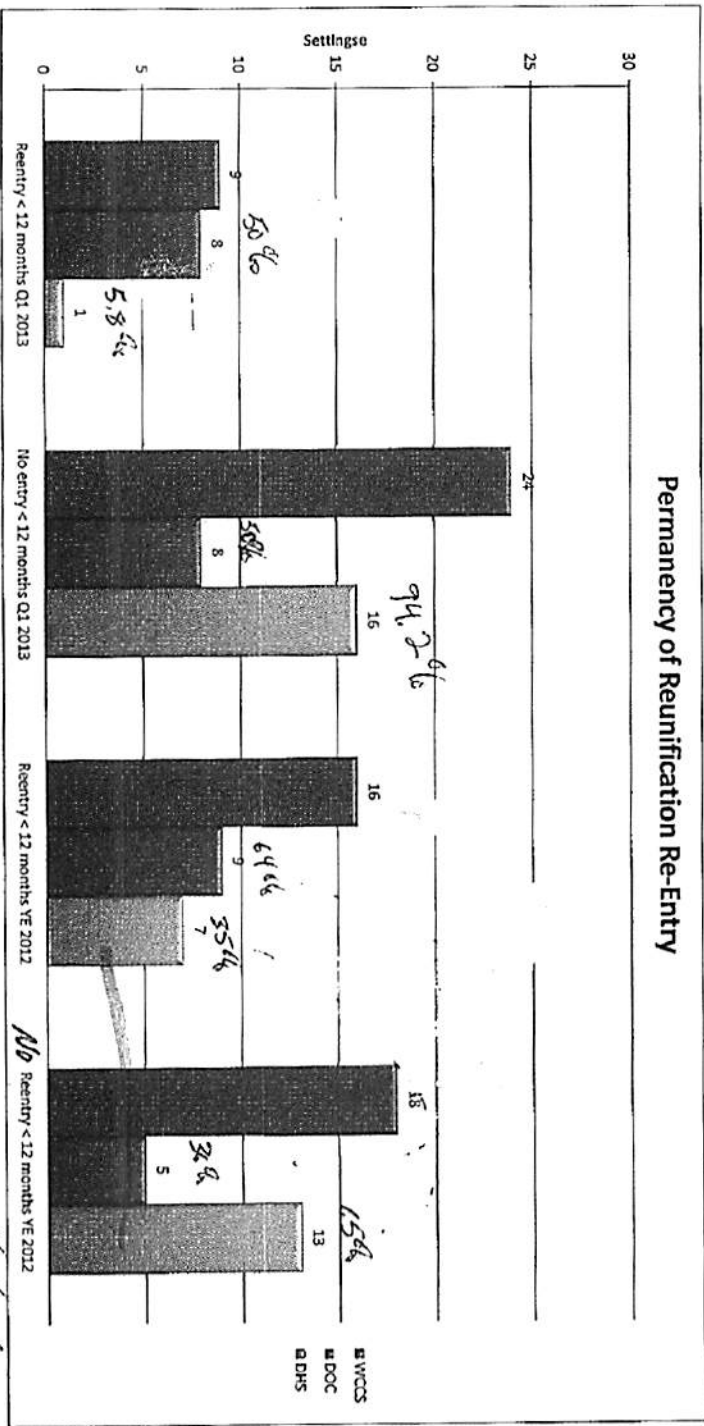
Placement Stability between 12 and 24 Months



Kids in placement 12-24 mths 17 2012 who had > 2 settings
 5 kids 3 of which were DHS
 Few doc kids remain in a placement that long.

Exhibit 3

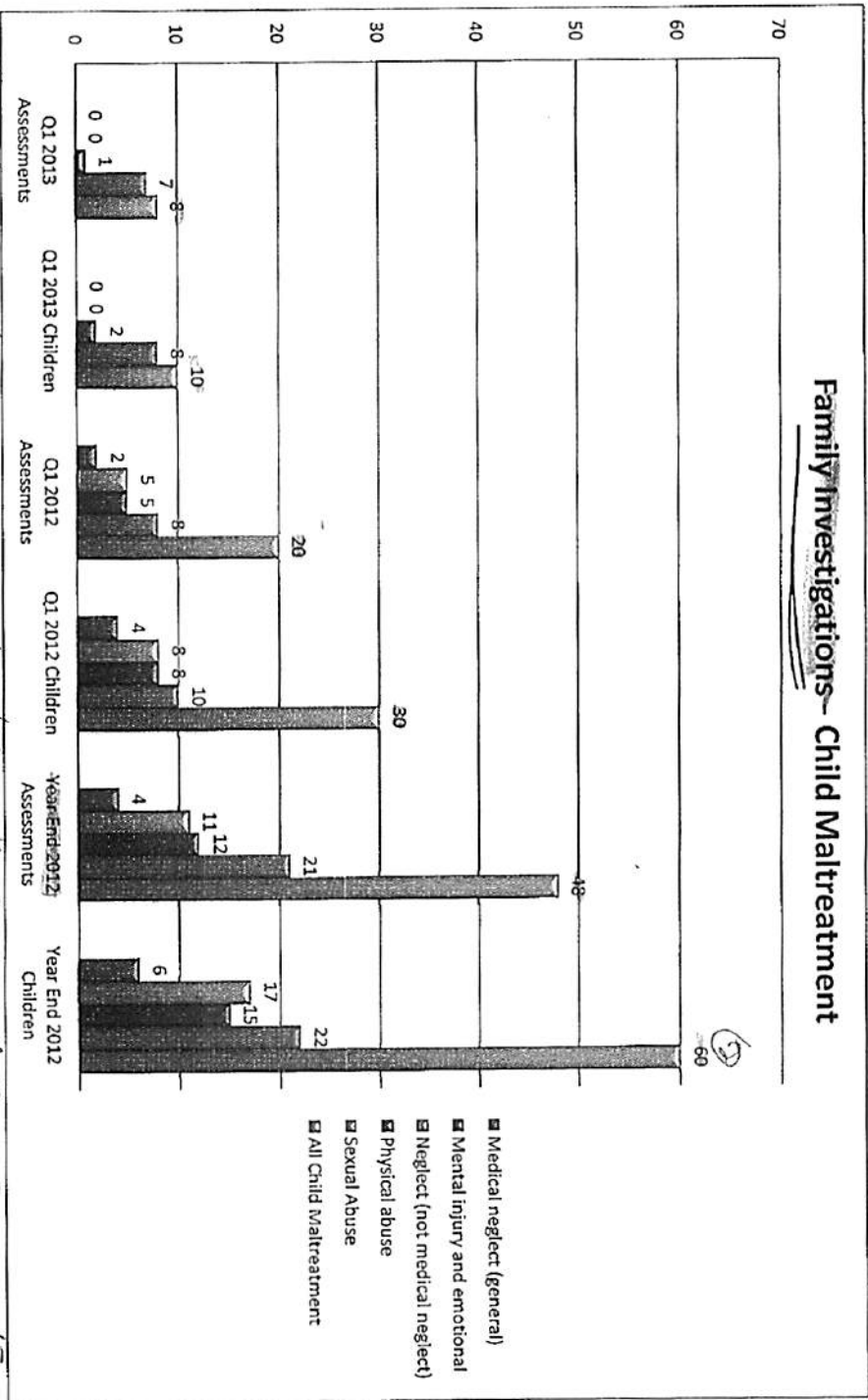
Permanency of Reunification Re-Entry



Re-Entry rates are significant for DOC, you can see that this population are more frequently re-entrered to a placement

Exhibit C

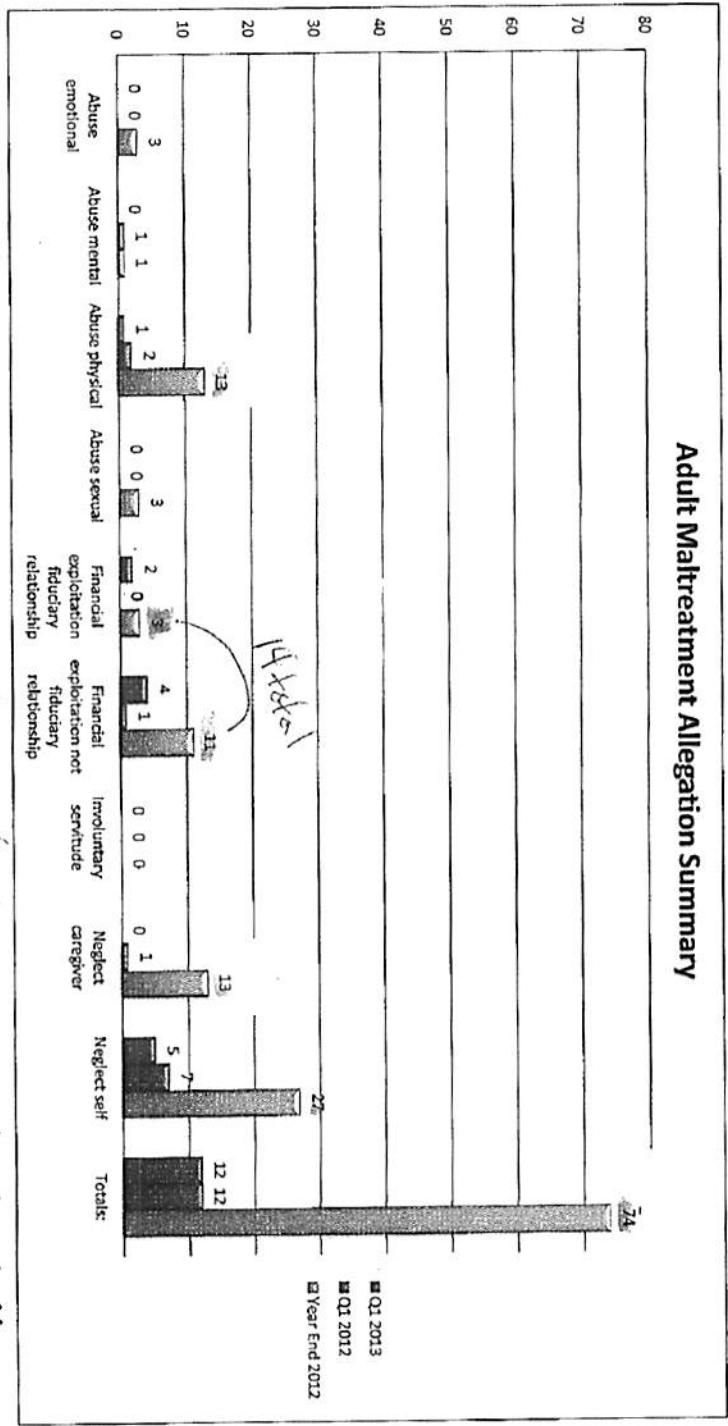
Family Investigations - Child Maltreatment



We have about 1/2 as many investigations & 1/3 the # of children for investigations for the 1st quarter this year as we did for the 1st quarter last year. However data shows a significant increase in family assessments

Exhibit 8

Adult Maltreatment Allegation Summary



Majority of the cases are self neglect but we get about the same numbers in physical abuse, care giver neglect & financial exploitation. This year we have a spike financial exploitation.

Intake Statistics By Program

Period: Last Quarter
 Date Range: From: 04/01/2013 To: 06/30/2013
 Department: Winona County Community Services
 Program Filter: All

Program	Count	
Adolescent Independent Living Skills	0	0
Adoption/Guardianship	0	2
Adult - Brain Injury Waiver	1	0
Adult - Community Alternative Care	0	0
Adult - Community Alternatives for Disabled Individuals	25	12
Adult Foster Care Licensing	2	1
Adult Mental Health	58	50
Adult Protective Services	90	89
Adult Services (General)	25	25
Alternative Care Waiver	0	0
Chemical Dependency (General)	71	38
Child - Brain Injury Waiver	0	0
Child - Community Alternative Care	0	0
Child - Community Alternatives for Disabled Individuals	3	0
Child Care (General)	0	0
Child Care Licensing	3	3
Child Foster Care Licensing	2	2
Child Protective Services	231	219
Child Welfare (General)	111	104
Children's Mental Health	8	8
Developmental Disabilities (General)	10	3
Early Intervention: Infants & Toddlers with Disab	0	1
Elderly Waiver	1	0
Minor Parents	0	0
Parent Support Outreach	0	0
Summary		
All intakes with a program assigned	641	557
All intakes with no program assigned	8	5
Total number of intakes within the date range	649	562

Intake Statistics By Program

Period: Custom

Date Range: From: 04/01/2012 To: 08/30/2012

Department: Winona County Community Services

Program Filter: All

Program	Count
Adolescent Independent Living Skills	0
Adoption/Guardianship	2
Adult - Brain Injury Waiver	0
Adult - Community Alternative Care	0
Adult - Community Alternatives for Disabled Individuals	12
Adult Foster Care Licensing	1
Adult Mental Health	50
Adult Protective Services	89
Adult Services (General)	25
Alternative Care Waiver	0
Chemical Dependency (General)	38
Child - Brain Injury Waiver	0
Child - Community Alternative Care	0
Child - Community Alternatives for Disabled Individuals	0
Child Care (General)	0
Child Care Licensing	3
Child Foster Care Licensing	2
Child Protective Services	219
Child Welfare (General)	104
Children's Mental Health	8
Developmental Disabilities (General)	3
Early Intervention: Infants & Toddlers with Disab	1
Elderly Waiver	0
Minor Parents	0
Parent Support Outreach	0

Summary	Count
All intakes with a program assigned	657
All intakes with no program assigned	5
Total number of intakes within the date range	662

Intake Statistics By Program

Period: Last Quarter
 Date Range: From: 01/01/2013 To: 03/31/2013
 Department: Winona County Community Services
 Program Filter: All

1Q
2012

Program	Count	
Adolescent Independent Living Skills	0	
Adoption/Guardianship	1	↓ 1
Adult - Brain Injury Waiver	0	
Adult - Community Alternative Care	0	
Adult - Community Alternatives for Disabled Individuals	11	↓ 10
Adult Foster Care Licensing	1	
Adult Mental Health	29	↑ 4
Adult Protective Services	69	↑ 3
Adult Services (General)	14	↓ 8
Alternative Care Waiver	0	
Chemical Dependency (General)	36	↓ 15
Child - Brain Injury Waiver	0	
Child - Community Alternative Care	0	
Child - Community Alternatives for Disabled Individuals	0	
Child Care (General)	0	↓ 1
Child Care Licensing	6	↑ 4
Child Foster Care Licensing	2	↑ 1
Child Protective Services	133	↓ 39
Child Welfare (General)	72	49
Children's Mental Health	5	↓ 14
Developmental Disabilities (General)	3	
Early Intervention: Infants & Toddlers with Disab	0	
Elderly Waiver	1	
Minor Parents	0	
Parent Support Outreach	0	

Summary	Count
All intakes with a program assigned	377
All intakes with no program assigned	0
Total number of intakes within the date range	377

Intake Statistics By Program

Period: Custom
 Date Range: From: 01/01/2012 To: 03/31/2012
 Department: Winona County Community Services
 Program Filter: All

Program	Count
Adolescent Independent Living Skills	0
Adoption/Guardianship	2
Adult - Brain Injury Waiver	0
Adult - Community Alternative Care	0
Adult - Community Alternatives for Disabled Individuals	21
Adult Foster Care Licensing	1
Adult Mental Health	25
Adult Protective Services	60
Adult Services (General)	22
Alternative Care Waiver	0
Chemical Dependency (General)	51
Child - Brain Injury Waiver	0
Child - Community Alternative Care	0
Child - Community Alternatives for Disabled Individuals	0
Child Care (General)	1
Child Care Licensing	2
Child Foster Care Licensing	1
Child Protective Services	172
Child Welfare (General)	121
Children's Mental Health	19
Developmental Disabilities (General)	3
Early Intervention: Infants & Toddlers with Disab	0
Elderly Waiver	1
Minor Parents	0
Parent Support Outreach	0

Summary	Count
All intakes with a program assigned	502
All intakes with no program assigned	4
Total number of intakes within the date range	506

Intake Statistics By Program

Period: Last Year
 Date Range: From: 01/01/2012 To: 12/31/2012
 Department: Winona County Community Services
 Program Filter: All

Program	Count
Adolescent Independent Living Skills	0
Adoption/Guardianship	6
Adult - Brain Injury Waiver	0
Adult - Community Alternative Care	0
Adult - Community Alternatives for Disabled Individuals	64
Adult Foster Care Licensing	2
Adult Mental Health	131
Adult Protective Services	290
Adult Services (General)	82
Alternative Care Waiver	0
Chemical Dependency (General)	154
Child - Brain Injury Waiver	0
Child - Community Alternative Care	0
Child - Community Alternatives for Disabled Individuals	2
Child Care (General)	2
Child Care Licensing	7
Child Foster Care Licensing	4
Child Protective Services	664
Child Welfare (General)	388
Children's Mental Health	33
Developmental Disabilities (General)	9
Early Intervention: Infants & Toddlers with Disab	1
Elderly Waiver	2
Minor Parents	0
Parent Support Outreach	0

Summary	Count
All intakes with a program assigned	1809
All intakes with no program assigned	13
Total number of intakes within the date range	1822

CJCC COURTS COMMITTEE AGENDA

September 19, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of August meeting minutes**
- **Drug Court Update:**
- **Veterans Mentoring Program:** Kaitlyn
- **Early Intervention Workgroup:** Karin Sonneman
- **Expert Witness Workgroup:**
- **Strategic Planning and Committee Goals**

Next meeting October 17, 2013

CJCC COURTS COMMITTEE MEETING

September 19, 2013

Present:

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> Judge Buytendorp | <input type="checkbox"/> Judge Thompson | <input type="checkbox"/> Judge Leahy | <input checked="" type="checkbox"/> Karin Sonneman |
| <input type="checkbox"/> Brian Pafundi | <input checked="" type="checkbox"/> Kalene Engel | <input checked="" type="checkbox"/> Carmaine Sturino | <input type="checkbox"/> Sally Cumiskey |
| <input type="checkbox"/> Kaitlyn Wahlsten | <input type="checkbox"/> JP Plachecki | <input type="checkbox"/> Rich McCluer | <input checked="" type="checkbox"/> Kurt Knuesel |
| <input type="checkbox"/> Tom Williams | <input type="checkbox"/> Lynne Caldwell | <input type="checkbox"/> Sue Smelser | <input type="checkbox"/> Marsha Metzler |
| <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Stephanie Nuttall | <input type="checkbox"/> Judy Gilow | <input type="checkbox"/> Sherri Brekke |
| <input type="checkbox"/> Steve Buswell | <input checked="" type="checkbox"/> Kathryn Jargo | <input type="checkbox"/> Lori Larson | <input type="checkbox"/> Rena' Patterson |
| <input type="checkbox"/> Aarah Saugen | <input checked="" type="checkbox"/> Sharon Summers | <input checked="" type="checkbox"/> Tami Mueller | <input type="checkbox"/> Justin Green |

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, October 17, 2013.

Discussion:

August Minutes Approval: No changes.

Drug Court Update: Friday, September 13, 2013, there was a search and seize implemented on several drug court participants. November 2, 2013 the drug court will be holding a social event. Sam Carter is reviewing materials that may be used to help increase cognitive skills among the participants. There will be upcoming meetings with law enforcement to discuss cooperation with knock and checks on participants. Information is being gathered from a vendor of a drug testing system. It's a system that could do a more detailed test result rather than just positive or negative. Several agencies would be able to use these tests and also tests results are provided with a ten minute timeframe. Sam will work on getting a workgroup formed to look into this testing equipment.

Miscellaneous: Some defendants will be discharged from probation with the condition of the cognitive skills program is being dismissed. DOC reported that because there is such a large volume of defendants that need this program, they are now only providing the program to high and moderate risk defendants.

Community Outreach is having a support group formed for friends and family of synthetic drug users. This program will begin on September 19, 2013 from 5:30-6:30. This will provide a safe environment for the family and friends to share on their struggles and challenges they face. This group will meet monthly on the third Thursday of each month at the Parkview Conference Room at Winona Health. Todd Hoff will be the facilitator. There may be opportunities when department representatives will be asked to attend to help answer questions from participants.

Veteran's Mentoring Program: Winona did not get the grant. Kaitlyn will be setting up another meeting to regroup on the subject. Sam and Kaitlyn should meet to discuss the collaboration of drug court and Veterans court.

Early Intervention Workgroup: Karin Sonneman has a meeting for Monday scheduled with Rachelle Schultz from Winona Health. Recently, the hospital has terminated their 24 hour beds. This is one item Karin will discuss with Rachelle.

Expert Witness Workgroup: We continue to use Mike Simpson for evaluations. Attorneys should be ready to argue at hearings if they would like to use someone else. Carmaine will speak to Kaitlyn about the composition of the workgroup created to address this issue.

Strategic Planning and Committee Goals: *expert witness review and evaluation, *sustain/support and promote drug court, *in custody commitments – early intervention, *veterans mentor program, *discovery/data exchange (monitor), *welfare fraud and exploitation of elders, *drug testing.

Friday, October 4, 2013 is law day.

Next meeting: October 17, 2013 at 8 a.m.

October 17th agenda:

- Review and approval of September minutes
- Drug Court Update
- Blueprint for Safety: Karin Sonneman

Kalene Engel

From: Koop, Julie <Julie.Koop@courts.state.mn.us>
Sent: Wednesday, October 16, 2013 4:30 PM
To: Kalene Engel; Ms. Karin Sonneman
Subject: RE: tomorrow morning

- **Review and approval of September meeting minutes**

- **Drug Court Update**

- **Blueprint for Safety:** Karin Sonneman

- **Early Intervention Group:** Karin Sonneman to report back regarding meeting with

Rachelle Schultz at Winona Health

- **Special Meeting for November**

*Julie A Koop
Electronic Court Reporter
Winona County*

From: Kalene Engel [<mailto:Kalene@engellawoffice.com>]
Sent: Wednesday, October 16, 2013 4:21 PM
To: Koop, Julie; Ms. Karin Sonneman
Subject: Re: tomorrow morning

Is the only thing still on the agenda the community assessment review? If so, maybe Karin would prefer to handle it since she had the communication with Winona health. Karin?

Sent from my iPhone

On Oct 16, 2013, at 3:40 PM, "Koop, Julie" <Julie.Koop@courts.state.mn.us> wrote:

<image001.gif>

Judge has asked me send you a quick note. She is not going to be able to do the courts meeting tomorrow because of the jury trial we are still in. It's running into tomorrow...

So she is wondering if you would be willing to cover the meeting.

Courts Committee Meeting
Criminal Justice Coordinating Council
October 17, 2013

Present: Karin Sonneman, Diane Miller, Samantha Carter, Carmaine Sturino, Tami Mueller, Kathryn Jargo, Kalene Engel

Minutes by: Kalene Engel


Call to Order: 8:10 a.m. by Karin (substituting for Judge Buytendorp who was in jury trial)

Approval of Minutes: Minutes of September, 2013 meeting were approved by consensus.

Drug Court Update (Samantha Carter): Samantha provided the following updates:


- **Coordination with Veteran's Mentor Program:** Samantha contacted Kaitlyn Wahlsten and will be included in the upcoming activities of the VM Program
- **Law Enforcement Meeting:** Samantha had a meeting with law enforcement (chiefs and drug court team members) and they worked out the details of a new "knock and chat" procedure which will start this week. The chiefs expressed an interest in having regular meetings.
- **Presentations/Publicity:** Samantha gave a Drug Court presentation to the Community Services Advisory Committee and is in the process of arranging additional presentations, including one on November 13th in the County Office Building. Mary Juhl's article on Drug Court of Winona County is going to be in this weekend's Winona Daily News.
- **Participants:** There are currently 13 active clients; two clients were expelled from Drug Court last quarter.
- **Grant:** Samantha was able to get the grant reporting done prior to the government shutdown. The BJS site visit is scheduled for October 28th and 29th. Drug Court is approximately \$70,000 under budget for the first year and may be able to extend the program for a longer time period to use those funds.
- **Programming:** A new drug court journal and Thinking4Change Program were added to the drug court programming.
- **Team:** Kevin Kearney received a promotion and will no longer be able to serve on the Drug Court Team. Interviews for his successor will take place this Friday and Samantha will be participating in those interviews.

WSU Campus Grant (Diana Miller): Diana Miller of Women's Resource Center (WRC) provided information on the OVW (Office on Violence Against Women) campus grant recently received by WSU. The purpose of the grant is to develop a coordinated community response to sexual assault, dating violence and similar crimes. This was the second or third time that WSU had applied for the grant and Diana believes that one of the reasons they received the grant this time was because of the groundwork established through the Blueprint for Safety Program which showed that Winona had the capacity to sustain a coordinated community response. The grant calls for the establishment of a Blueprint-like team as well as an advocacy/education program. In fact, the grant requires all students to complete an education module on the issue each year. A graduate assistant has already been hired for the grant and the first meeting of the core grant group will be held today.



Blueprint for Safety: The Blueprint for Safety Task Force is supposed to meet monthly but has not met for a couple of months. The final Blueprint is near completion. Goodview Police regularly attend the meetings and their reports are completed in compliance with the Blueprint. One issue that has come up is whether each agency has identified someone who will make sure that the Blueprint is followed. Another issue that was identified early on in the initial Blueprint analysis of agency work in domestic abuse cases and continues to present challenges is the provision of services to crime victims. Karin noted that the County Attorney's Office lost grant funding for the crime victim services position in her office, but just recently her office received a grant to fund a part-time position and that acceptance of that grant will be considered by the Board of Commissioners next week. Diana stated that her WRC staff is considering a pilot project whereby a victim advocate is called to the scene to talk to the victim after the officers have cleared the scene.

Early Intervention Workgroup: Karin met with Rachelle Schultz of Winona Health (WH) in September. Rachelle stated that WH had just completed a Community Health Needs Assessment survey. The criminal justice sector was not included in feedback panels WH conducted on the survey results, but Rachelle told Karin the final report was not completed yet, so WH has offered to do a feedback panel with criminal justice representatives. Karin was contacted by Betsy Midthune of WH and has tentatively arranged for the feedback panel to occur during the November Courts Committee Meeting, subject to Judge Buytendorp's approval.



Adjourned: 9:05 a.m.

Kalene Engel

From: Koop, Julie <Julie.Koop@courts.state.mn.us>
Sent: Tuesday, November 12, 2013 9:45 AM
To: (meflaherty@flaherty-hood.com); (sturino@hbc.com); Aarah Saugen (ahsaugen@co.doc.state.mn.us); Bruce Nelson (bruce@brucenelsonlawoffice.com); Buytendorp, Nancy; Caldwell, Lynne; Cumiskey, Sally; Engel Law; Eric Mueller; Judy Gilow; Justin Green; Karen Bunkowski; Karin Sonneman (KSonneman@co.winona.mn.us); Kathryn Jargo; Leahy, Mary; Ledebuhr, Christine; Lori Larson (llarson@co.winona.mn.us); Metzler, Marsha; Pafundi, Brian; Rena Patterson; Roseann Shaw (rsshaw@flaherty-hood.com); Rumpca, Renee; Sharon Summers (ssummers@co.winona.mn.us); Sherri Brekke; Smelser, Sue; Stephanie Nuttall (snuttall@co.winona.mn.us); Steve Buswell (sbuswell@co.winona.mn.us); Tami Mueller (tami.mueller@state.mn.us); Thompson, Jeff (Judge); TJ Bruels; Tom Williams; Wahlsten, Kaitlyn
Subject: November 21, 2013 - Courts Committee

This month's Courts Committee Meeting will actually be the **Winona Health Feedback Panel**.

This will still start at 8:00 AM but will be held at the County Office Building, Room B.

Thanks.

*Julie A. Koop
Court Reporter for the
Honorable Nancy L. Buytendorp
Winona County District Court
171 W Third Street
Winona MN 55987
507.457.6502*

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CJCC COURTS COMMITTEE MEETING
Special Meeting – Winona Health’s Community Health Needs Assessment
November 21, 2013

Present:

Winona Health: Betsy Midthun, Janel Miller

Karin Sonneman, Susan Cooper, Judy Gilow, Kalene Engel, Julie Koop, Kaitlyn Washlsten, Kurt Knuesel, Carmaine Sturino, Sharon Summers, Judge Leahy, Judge Buytendorp, Diana Miller, Desiree Latten, Samantha Carter

Discussion:

The link to Winona Health Community Needs Assessment report:

<http://www.winonahealth.org/events-resources/2013-community-health-needs-assesment/>

Ann Kinney, from the Minnesota Center for Health Statistics, worked with Winona Health and Winona County to implement a health needs assessment survey. This survey was mailed out to 6,000 people in Winona County. Project Fine had the survey translated in three different languages and with their help, 200 households were also reached.

Each county in the U.S. has a ranking on their health statistics. Winona County rated among the state:

- Health Outcomes: #6 out of 87 counties
- Health Factors: #37 out of 87 counties
- Health Behaviors: #43 out of 87 counties
- Clinical Care: #56 out of 87 counties
- Social and Economic: #25 out of 87 counties
- Physical Environment: #61 out of 87 counties

The top three needs/priorities we have in Winona County:

- Obesity
- Binge drinking (Which is very high when also looking at the entire state)
- Mental Health access/delayed care

The top needs/priorities we have in Winona County with our diverse population:

- Access due to lack of transportation
- High blood pressure
- Anxiety
- Health care cost

There is a meeting in December with a group of people from the hospital and county to look at mental health concerns and to digest this reports statistics. Karin Sonneman will be our contact person from this group. She will continue to update the Courts Committee on the group's status.

Winona Health is going to be doing a five part series on mental health to the local papers. If we have stories or data, please share that with them so that we can all collaborate. You can email Betsy with any information.

The mental health concerns we have is a nationwide concern. There are not enough psychiatrists (adult and juvenile). There are not enough beds available. There is more violence and erratic behavior.

Continuing communication will be the key. We will continue to review this issue.

Next meeting: December 19, 2013 at 8 a.m.

December 19th agenda:

- Drug Court: Sam
- Community Work Service Group: Carmaine
- Truancy Procedures Update: Carmaine
- Furloughs for Chemical Dependency Treatment: Kathryn Jargo



Prepared by: Nicole Thompson
Restorative Justice Coordinator

Description:

Winona County Restorative Justice is in need of a court-ordered program that is centered on juvenile offenders being able to understand the consequences of using drugs and alcohol. With limited free of cost programming within the county and the community it is especially important to acknowledge the growing need for additional chemical awareness services. By serving offenders who have committed offense(s) pertaining to drugs/alcohol the hope is to better understand the juvenile and help them in return by better understanding the consequences that may result from their decisions by introducing real life events.

The Objective:

Winona County is in need of a chemical awareness (CA) circle due to the lack of programming available for understanding the consequences of using drugs/alcohol. This circle will meet on a monthly basis, with a maximum of ten juveniles per month. A juvenile offender who has committed an offense(s) where it is possible to identify problem areas of drugs/alcohol may be eligible. The program will challenge the young person to face the potential consequences as well as minimize behaviors to better understand the harm they have caused and help them make it right.

Principles and Values:

- Respectful relationships
- A belief in everyone's ability to find their own solutions
- Honesty and openness
- Taking responsibility
- Active listening, sensitive checking and exploration of meanings
- An open and non-judgmental approach that avoids taking sides
- A commitment to empowering and developing confidence in others
- Inclusion and acceptance of diversity
- Care with the ownership of information

The goals of the Chemical Awareness Circle are:

- Promote understanding of consequences
- Involve affect and the ability to recognize the emotions and feelings this produces within oneself
- Transform behavior and the ability to respond by motivating feelings and thoughts
- Challenge the offenders to consider what might be done to repair the harm caused

The Solution:

Winona County Restorative Justice will implement a CA circle, which will be run by the Restorative Justice Coordinators, involving community mentors, probation officers, law enforcement, education and community service professionals. Those individuals who are involved in the juvenile's case will make a decision based on best practices whether they are appropriate for the CA Circle. The

juveniles involved will complete an exit survey at the end of the circle. This will help coordinators identify if the needs of the juvenile are being met and what they got out of the circle.

****The CA Circle is a onetime circle, not on-going like Victim Empathy. If the youth fail to show and participate in the first assigned circle date, they will automatically be added to the list for the next available circle. If they fail to show for the second attempt, they will be removed from the list and reported to their probation agent. ****

Benefits/Outcomes:

By providing Winona County with a CA circle the community will realize the following benefits and outcomes:

- Understand the choices and decisions juveniles make when using drugs/alcohol
- Challenge the juvenile to face the harm they have caused and focus on what they can do to restore the harm
- Provide a free of cost program which will explore consequences, feelings and thought patterns
- Increased use of the Restorative Justice Program

Below is the sample lesson plan that will be used to run the circle.

Introduction and Check in:

State your name and one thing that brings you joy

Building relationships, establish values that are important in our relationships (by doing this it will help develop the guidelines circle will be run on for the night).

Opening reading, poem or video: Simply Plan-Untitled <http://www.youtube.com/watch?v=ZQ7oqmikZDQ>

Describe what got you in this circle today?

Describe your thoughts and feelings about being here?

Explanation of expectations...

Think of two people in your life, one who always seems to make good decisions and another who is always making poor decisions. Describe what you believe the first person does differently in his or her decision-making from others...

Describe a recent negative situation you were involved in..

Write down two little choices you made that led to the negative situation..

Change your two little choices to decisions that would have led you away from the negative situation..

Focusing on the problem:

The poor choices you make in regards to alcohol and drugs impact everyone around you, even complete strangers within the community. What are some negative consequences that are often associated with alcohol and drug use/abuse?

What role does alcohol and or drugs play in your social life?

STORY TELLER: Invite those who have struggled with addiction over the years (I would bring in a volunteer with our program to share how they got started using, what effects it had on their lives, who was affected, etc. The story teller will really lay the groundwork so that others will feel comfortable to share their stories.)

List the desirable and undesirable things about drinking or using drugs during your middle school/high school years? I will have them take a couple minutes to list out on a piece of paper the desirable and undesirable things, so they are able to have a visual.

What do you notice about each of the lists?

If you drink or use drugs what is your typical drink or drug of choice?

How many days do you typically use?

How do your friends' choices about alcohol impact you?

How do your choices about alcohol impact your friends?

Describe a setting that you experienced that made using drugs or alcohol especially dangerous?

Did you know that alcohol is a depressant drug that slows down the central nervous system? It reaches the brain within minutes. The more alcohol you consume, thought processes, emotional responses and motor coordination and impaired. At low doses alcohol temporarily increases heart rate. Alcohol affects the drinker quickly because

it does not require digestion. It is absorbed directly into the blood stream through the walls of the stomach and small intestine. The liver removes alcohol from the blood stream at a constant rate of about one drink per hour. When alcohol is consumed at a faster rate, the liver cannot keep up and the BAC continues to rise (Choices About Alcohol, p. 6).

Have the participants check out the "Effects of BAC" (Choices About Alcohol, pg. 8 or the BRAD handout-this chart describes different physical and mental effects that happen when alcohol is consumed. The youth will be able to find where they think their BAC was when they drank and they are able to relate the physical and mental side effects).

Effects At Specific B.A.C. Levels

The effects of alcohol intoxication are greatly influenced by individual variations among users. Some users may become intoxicated at a much lower Blood Alcohol Concentration (BAC) level than is shown.

0.02-0.03 BAC: No loss of coordination, slight euphoria and loss of shyness. Depressant effects are not apparent. Mildly relaxed and maybe a little lightheaded.

0.04-0.06 BAC: Feeling of well-being, relaxation, lower inhibitions, sensation of warmth. Euphoria. Some minor impairment of reasoning and memory, lowering of caution. Your behavior may become exaggerated and emotions intensified (Good emotions are better, bad emotions are worse)

0.07-0.09 BAC: Slight impairment of balance, speech, vision, reaction time, and hearing. Euphoria. Judgment and self-control are reduced, and caution, reason and memory are impaired, .08 is legally impaired and it is illegal to drive at this level. You will probably believe that you are functioning better than you really are.

0.10-0.125 BAC: Significant impairment of motor coordination and loss of good judgment. Speech may be slurred; balance, vision, reaction time and hearing will be impaired. Euphoria.

0.13-0.15 BAC: Gross motor impairment and lack of physical control. Blurred vision and major loss of balance. Euphoria is reduced and dysphoria (anxiety, restlessness) is beginning to appear. Judgment and perception are severely impaired.

0.16-0.19 BAC: Dysphoria predominates, nausea may appear. The drinker has the appearance of a "sloppy drunk."

0.20 BAC: Feeling dazed, confused or otherwise disoriented. May need help to stand or walk. If you injure yourself you may not feel the pain. Some people experience nausea and vomiting at this level. The gag reflex is impaired and you can choke if you do vomit. Blackouts are likely at this level so you may not remember what has happened.

0.25 BAC: All mental, physical and sensory functions are severely impaired. Increased risk of asphyxiation from choking on vomit and of seriously injuring yourself by falls or other accidents.

0.30 BAC: STUPOR. You have little comprehension of where you are. You may pass out suddenly and be difficult to awaken.

0.35 BAC: Coma is possible. This is the level of surgical anesthesia.

0.40 BAC and up: Onset of coma, and possible death due to respiratory arrest.

Are your experiences similar to the chart you just read?

****If the youth is struggling with drug use/abuse continue to the section below, otherwise skip to the holded section****

Do you know that attention, memory and learning are impaired about heavy marijuana users, even after users discontinued its use for at least 24 hours?

A roadside study of reckless drivers who were not impaired by alcohol showed that 45 percent of these drivers tested positive for marijuana.

In a survey of 150 marijuana using students, 59 percent surveyed reported that sometimes forget what a conversation is about before it has ended. 41 percent report if they read while stoned they remembered less of what they had read hours later.

Marijuana activates the same pleasure centers in the brain that are targeted by heroin, cocaine and alcohol. Use of marijuana may result in intense anxiety, panic attacks or paranoia.

The daily use of 1 to 3 marijuana "blunt/bowls" appears to produce approximately the same lung damage and potential cancer risk as smoking 5 times as many cigarettes (UCLA). The same lung cancer risks associated with tobacco also apply to marijuana users even though they smoke far less.

What is your style of using drugs/alcohol?

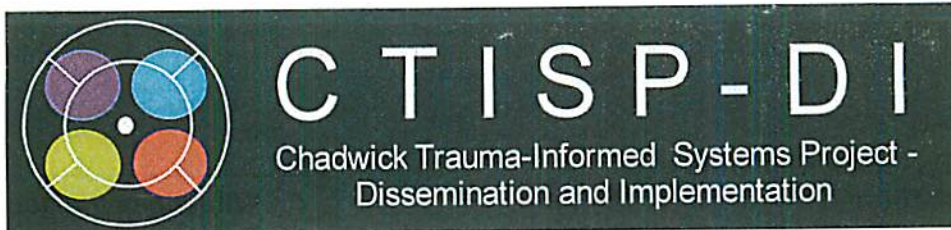
I invite you to provide examples of activities and settings that you find yourself in when you are using drugs/alcohol.

I invite you to provide an example of how alcohol or other drugs have negatively affected you or someone you know (show pictures of the effects of alcohol/drugs on the body).

Describe the scariest time when you or someone you know experienced the effects of drinking/using drugs too much or too fast?

What will you take away from today?

Closing: (Reading, poem, or quote)



Who we are:

The Chadwick Center for Children and Families is part of Rady Children's Hospital in San Diego, CA. The Chadwick Center is a child advocacy center, one of the largest of its kind, whose mission is to promote the health and well-being of abused and traumatized children and their families. This mission is accomplished through excellence and leadership in evaluation, treatment, prevention, education, advocacy, and research. The Chadwick Center received a grant through the Substance Abuse and Mental Health Services Administration (SAMHSA) as a member of the National Child Traumatic Stress Network (NCTSN) to fund the following projects:

Chadwick Trauma-Informed Systems Project

In 2010, the Chadwick Trauma-Informed Systems Project (CTISP) was established to provide leadership in identifying effective treatments and developing specialized service delivery models to serve victims of child abuse and children exposed to domestic violence who are involved with the public child welfare system. CTISP leaders assisted in developing the following tools:

Trauma-Informed Child Welfare Practice Toolkit	
<ul style="list-style-type: none"> • Trauma Systems Readiness Tool • Creating Trauma-Informed Child Welfare Systems: A Guide for Administrators • Guidelines for Applying a Trauma Lens to a Child Welfare Practice Model • Desk Guide on Trauma-Informed Child Mental Health for Child Welfare • Desk Guide on Trauma-Informed Child Welfare for Mental Health 	

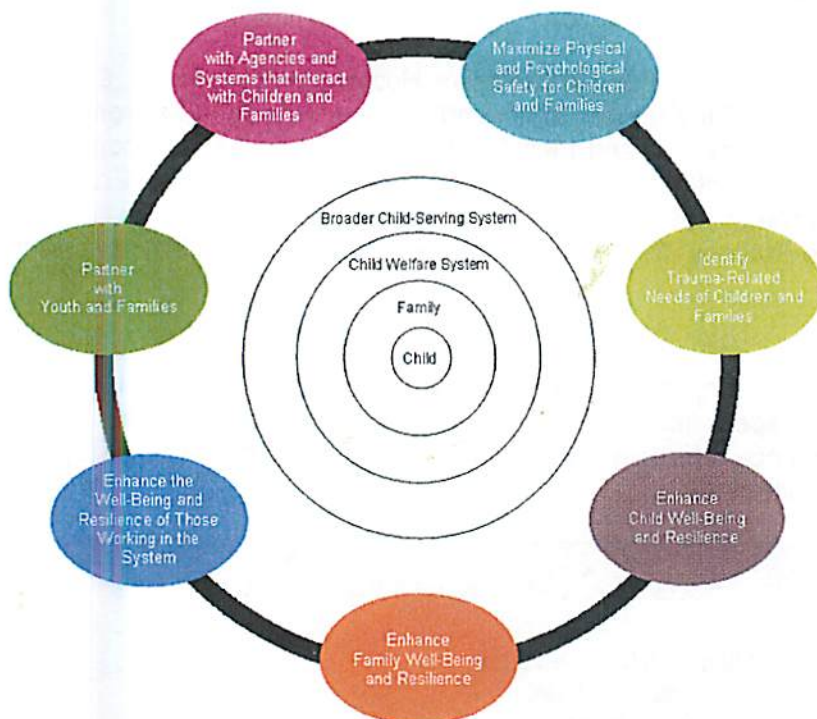
Child Welfare Trauma Training Toolkit (CWTTT), 2nd Edition	
<ul style="list-style-type: none"> • Trainer's Guide • Comprehensive Guide • Participant Manual • Slidekit 	<p>The CWTTT is designed to teach basic knowledge, skills, and values about working with children who are in the child welfare system and who have experienced traumatic events. The toolkit teaches strategies for using trauma-informed child welfare practice to enhance the safety, permanency, and well-being of children and families who are involved in the child welfare system.</p>

In 2012, the **Chadwick Trauma-Informed Systems Dissemination and Implementation Project (CTISP-DI)** was established to expand upon the work completed through CTISP, by refining and disseminating a specialized service-system-level intervention. The goal of CTISP-DI is to move trauma-informed systems from a concept and set of resources, trainings, and local test sites into day to day practice in real world settings across an entire jurisdiction that can then serve as exemplars for others. CTISP-DI will start with 6 "Supercommunities" across the United States, including one in Minnesota. The Minnesota Supercommunity consists of Olmsted, Dodge, Waseca, and Winona Counties.

As a Supercommunity, Olmsted, Dodge, Waseca, and Winona Counties will...

- Participate in a community assessment, including how change occurs
- Receive support and consultation in the development of an implementation plan
- Receive and access trainings, support, products, technical assistance, and resources from CTISP-DI focused on trauma-informed systems, screening and assessment, and trauma-informed evidence-based treatment
- Be involved in a peer to peer network with other SC's across the US

Essential Elements of a Trauma-Informed Child Welfare System



What does it mean to be a Trauma-Informed System:

A trauma-informed child welfare system is one in which all parties involved recognize and respond to the varying impact of traumatic stress on children, caregivers, families, and those who have contact with the system. Programs and organizations within the system infuse this knowledge, awareness, and skills into their organizational cultures, policies, and practices. They act in collaboration, using the best available science, to facilitate and support resiliency and recovery.

CTISP-DI Minnesota Supercommunity Timeline of Events:

- August 1-2, 2013 – Conduct Community Assessment Process (Phase 1)
- September 25, 2013 – Community Kick-Off Event
- September/October, 2013 – Administration of the Trauma Systems Readiness Tool
- October/November, 2013 – Conduct Community Assessment Process (Phase 2)
- September-December, 2013 – Analyze Results from Community Assessment Process
- October-December, 2013 – Create the “Trauma-Informed Implementation Plan”
- January 2014 – September 2016 – Provide Ongoing Training and Technical Assistance



For more information please visit: www.ctisp.org

CJCC COURTS COMMITTEE AGENDA

December 19, 2013 at 8:00 AM

PLEASE NOTE: This meeting will be held in Courtroom 2 Jury Room.

- **Review and approval of October meeting minutes**
- **Drug Court Update**
- **Community Work Service Group: Carmaine**
- **Truancy Procedures Update: Carmaine**
- **Furloughs for Chemical Dependency Treatment: Kathryn Jargo**
- **Stays of Adjudication: Sally Cumiskey**
- **Guidelines for Supervised Visitation: Sharon Summers**

Next meeting January 16, 2014

CJCC COURTS COMMITTEE MEETING

December 19, 2013

Present:

Karin Sonneman, Kalene Engel, Kurt Knuesel, Carmaine Sturino, Sharon Summers, Judge Buytendorp, Samantha Carter, Lynne Caldwell, Marsha Metzler, Sally Cumiskey, Michele Rudnik, Stephanie Nuttall, Kathryn Jargo, Sherri Brekke

Purpose: The Courts Committee will search for strategies and procedures that will enable the courts to function more effectively and at reasonable cost to the taxpayer while upholding due process and the rule of law.

The meetings are held the third Thursday of every month at 8:00 a.m. in the jury room adjacent to Courtroom 2. The next regular meeting will be held on Thursday, August 15, 2013.

Discussion:

Stays of Adjudication: Sally advised that Court Administration will no longer be monitoring and doing orders after the stay of adjudication timeline is completed. MNCIS will automatically pass the dismissal when the timeframe is up. If there is a condition that has not been satisfied, the attorneys must bring the proper order to show cause to the Court before the timeframe expires.

Guidelines for Supervised Visitation: Sharon Summers has advised that they are working with the citizens review panel on setting up Winona County guidelines for supervised visitation. Each person/family will have individualized plan but it will be within these guidelines. If a person/family does not comply with the guidelines as laid out, community services has the right to put a hold on the visitations. The panel is meeting again in January and they would like to finalize the current draft. If anyone has questions, concerns or suggestions please let Sharon know. The suggestion was made that community services should send a notification to the attorneys when a visitation change is being made. This will help alert them since there is no appeal process in place. Hopefully a guideline will be finalized in the next couple months. This guideline will be forwarded to Sally and the Courts Committee for review and start date of this procedure.

Drug Court Update: In November, Sam and the drug task force gave presentations to WSU and community services. There will be some training coming up with regard to knock and chat. There are currently 14 participants in drug court.

Community Work Service Group: Carmaine stated there is really no news at this time and also stated "no news, is good news".

Truancy Procedures Update: The truancy procedures continue to improve since they had their meeting. Restorative justice has been a huge impact on the success of the truancy procedures. We are still at approximately 3 months out between truancy petition from school

and the first hearing. Calendar time is a struggle especially now during the holiday season. We will put this on the agenda for our May meeting to see how it's going.

Furloughs for Chemical Dependency Treatment: A conflict that is occurring is some places will not take clients if they do not have proof of a furlough and the Court does not want to approve furloughs unless they know specifics about when and where they can go. Another concern by community services is that in ordering treatment they would like the Court to order the aftercare. However, ordering aftercare creates problems for the jail when defendants are on a furlough. Another struggle is getting the proper paperwork/documentation that's needed for all involved. The attorneys feel like they don't have enough information on where their clients can go and what type of program it will be. Community services doesn't get enough documentation on the current progress the defendants are making or the timeline the defendants are on for completion. Kathryn is to compile what she'd like to see the Judge's order and why and give that to Sally. Along with that, Kathryn will work on a suggested form that could be used. Once this information is received, Sally can bring it to a Judge's meeting for discussion. We will put this on the agenda for next month.

Next meeting: January 16, 2013 at 8 a.m.

January 16th agenda:

- Drug Court: Sam
- Furloughs for Chemical Dependency Treatment: Kathryn