

Community Outreach & Diversity Committee

2016 Minutes

Winona County Criminal Justice Coordinating Council
Community Outreach and Diversity Committee Meeting Minutes
January 20, 2016 at noon at Winona County Attorney's Office

Present: Karin Sonneman, Stephanie Nuttall, Kalene Engel, Marie Kovecsi, Fatima Said, Rebecca Church, Phil Huerta, Jaime Spilman, Bridget Klinger, Karina Kujawa, Maggie Laberslaben

Call to Order, Welcome and Introductions: 12:05 p.m.

Approval of December 16, 2015 Minutes: Approved without changes

Debrief on Elected Officials Forum: The forum was held on January 16, 2016 from 9-11 a.m. at the Winona History Center. Twelve elected officials and 41 others attended. Stephanie did a great job moderating and keeping everything on time. A variety of topics were discussed including mental health issues and broadband coverage. Legislators indicated that there would be no new funding for mental health this year, but suggested to have a plan and request prepared for next session.

Law Day: Law Day will be held on April 28th and 29th, 2016. Courtrooms 1 & 3 are available for use both days. The following schools will be participating on the following days:

- April 28th: St. Stan's (34 students); Riverway Learning Community (5 students); Immanuel Lutheran-Silo (14 students); St. Martin's (20 students); St. Matthew's (15 students) and Lewiston-Altura Intermediate (66 students)
- April 29th: Winona Middle School (250 students)

Stephanie will get together with Phil, Bridget and Rebecca regarding the mock trial script—which will be based upon a controlled substance issue. Bridget will communicate with Kevin Kearney regarding the pre-Law Day visits, which may also include a presentation by Phil on behalf of ASAP (Alliance for Substance Abuse Prevention). Kalene will work out schedules with the schools and provide them with a copy of the most current jail video.

2016 Events:

- Elected Officials Event: 1/16/16-done
- Law Day: 4/28 & 29, 2016
- County Fair: 7/6-10, 2016
- Community Collaboration Summit: October, 2016. The committee agreed that this year's event will focus on substance abuse.

Other:

- Karin distributed a flyer on Mental Health First Aid which was provided to her by Helen. Karina noted that Craig Putz of FCC (Family and Children's Center) teaches this course. Discussion was held on how beneficial this training could be, particularly to law enforcement as well as the challenges of making it a mandatory training. Since the February CJCC meeting will be held at Family and Children's Center, Kalene will find out if Mr. Putz could be the featured speaker and discuss the First Aid program.

- Marie Kovecsi reported on a meeting on homelessness that she had attended which was organized by a Catholic Worker (Rachel) and Cynthia Dozier from the school district. Transitional housing for those existing jail is still a significant problem.
- The American Legion is having a bread bowl soup/chili meal on February 9, 2016 from 4-7 p.m. Proceeds support many area groups in which COD committee members are involved.

Meeting adjourned: 1:00 p.m.

Next Meeting Date: February 17, 2016 at noon in County Attorney's Office.

Winona County Criminal Justice Coordinating Council
Community Outreach and Diversity Committee Meeting Minutes
February 17, 2016 at noon at Winona County Attorney's Office

Present: Karin Sonneman, Stephanie Nuttall, Kalene Engel, Fatima Said, Rebecca Church, Phil Huerta, Christina Davenport, Lynn Theurer.

Call to Order and welcome: 12:00 p.m.

Law Day: The majority of the meeting was spent discussing and planning the upcoming Law Day events, which will be held on April 28th and 29th.

- **Information and Contact Sheet:** Karin distributed copies of the school contact and logistical information that Kalene drafted. The morning and afternoon groups on the 28th will be split into four groups of students with approximately 15 students in each group. Kalene will provide the information to the schools.
- **Law Day Schedule:** Copies of the schedule were distributed. The schedule is basically the same as last year, with times adjusted to accommodate the school busing and lunch schedules.
- **Talking Points:** Kalene did receive feedback from DOC/Restorative Justice and the County Attorney's Office on the talking points which were covered in those stations. Bridget Klinger is attempting to get similar information from Kevin Kearney. Kalene will reach out to Sally Cumiskey to see if she still has her list of talking points. Stephanie will get a list of talking points for the "trial station" to Kalene. Stephanie prefers that the speakers do not mention the facts of the actual trial during their presentations, unless those presentations occur after the students have seen the trial.
- **Mock Trial Script:** A summary of the proposed mock trial script was sent to committee members in advance of the meeting. The trial will involve alleged controlled substance crimes, with various different fact patterns. Kalene suggested that scenarios left little room for defenses and suggested using a few different scenarios, such as the theft of a pill from the defendant (rather than the sale or gift). Committee members brainstormed on other possible scenarios. Stephanie will re-work the script to incorporate scenarios that are less cut and dried and more thought provoking. She will coordinate the finalization of the script with the rest of the workgroup members.
- **Volunteers:** There are five interns at the County Attorneys' Office who can assist as tour guides for at least part of the day. Lynn can help on April 28th and will send a message out to League of Women Voters members to solicit volunteers. Kalene will ask Marie Kovesci if she is interested in helping again.

Meeting adjourned: 1:00 p.m.

Next Meeting Date: March 16, 2016 at noon in County Attorney's Office.

Winona County Criminal Justice Coordinating Council
Community Outreach and Diversity Committee Meeting Minutes
March 16, 2016 at noon at Winona County Attorney's Office

Present: Karin Sonneman, Stephanie Nuttall, Kalene Engel, Rebecca Church, Phil Huerta, Bridget Klinger, Marie Kovesci

Call to Order and welcome: 12:00 p.m.

Law Day: The majority of the meeting was spent discussing and planning the upcoming Law Day events, which will be held on April 28th and 29th.

- **Information and Contact Sheet:** The information sheet and schedules have been distributed to the schools and the volunteers. Kalene asked the teachers to get in touch with Bridget to schedule the pre-Law Day presentations. Thus far, none of the teachers have responded. Rebecca will follow up with Phil Moll; Bridget will contact the rest. Kalene suggested she speak with Cory Hanson to find out what the teachers would like covered during the pre-Law Day presentation.
- **Volunteers/Tour Guides:** Four volunteers from the League of Women Voters will act as tour guides during Law Day. Stephanie will provide Kalene with a list of interns for inclusion on the schedule as tour guides.
- **Talking Points:** Kalene sent the list of talking points that each presenter has covered in past years' Law Days to Stephanie. Stephanie will have one of the interns compile the information for distribution to the speakers. If the intern discovers gaps or other topics that could be covered, he/she will include that information in the handout.
- **Presenters:** Sally Cumiskey is not interested in volunteering as a presenter; Karin will notify Darlene of that fact. Rebecca will speak with Jeff Johnson regarding who can/will staff the Public Defender station
- **Brochure:** Stephanie will provide Kalene with a new case summary to insert into the Law Day brochure, after which Kalene will get copies of the brochure made.
- **Mock Trial Script:** Stephanie distributed a summary of the revised trial summary. She should have the trial completed within a day or two. Kalene suggested that one of the presenters should discuss the fact that not all investigations result in charges or trials. Either she or Karin will incorporate such a discussion into their talking points.
- **Volunteers:** There are five interns at the County Attorneys' Office who can assist as tour guides for at least part of the day. Lynn can help on April 28th and will send a message out to League of Women Voters members to solicit volunteers. Kalene will ask Marie Kovesci if she is interested in helping again.

Meeting adjourned: 1:25 p.m.

Next Meeting Date: April 20, 2016 at 8 a.m. in County Attorney's Office.

Winona County Criminal Justice Coordinating Council
Community Outreach and Diversity Committee Meeting Minutes
April 20, 2016 at 8:00 a.m. at Winona County Attorney's Office

Present: Stephanie Nuttall, Kalene Engel, Rebecca Church, Bridget Klinger, Marie Kovecs, Lynn Theurer, Fatima Said

Call to Order and welcome: 8:00 a.m. Thank you Rebecca for the yummy treats!

Law Day: The majority of the meeting was spent finalizing plans for the upcoming Law Day events, which will be held on April 28th and 29th.

- **Pre-Law Day School Visits:** Between Bridget and Kate Rusher of the Sheriff's Department, all of the pre-Law Day visits will be done by the end of the week. The kids enjoy seeing the "arrest."
- **Volunteers/Tour Guides:** We have plenty of experienced tour guides and interns. Lynn will bring extra name tags.
- **Buses:** Winona Middle School PTA has agreed to fund the WMS's transportation (busing) costs for at least this year.
- **Talking Points:** Kalene sent the list of compiled talking points to each presenter. She also obtained additional feedback from Corey Hanson of the WMS and passed that along as well. Stephanie will add her trial talking points to the compilation. Kalene will remind Candace that the kids are really looking forward to meeting with a judge in chambers.
- **Presenters:** Preston Selleck will cover the public defender's station for the first day and a half. Rebecca Church will cover the last session for the public defender's office, since they are all in training that afternoon.
- **Signage:** Kalene will print new signs for the stations.
- **Props:** Stephanie could use some suit jackets for the trial participants. Marie will bring some.
- **Survey:** Kalene suggested doing a simple post-event survey to get feedback on possible improvements. She noted that ASAP may want to join in on the survey to get some information about drugs/alcohol for its action plan. Since collected that type of data may implicate privacy concerns, Stephanie will check with Cory Hanson first. Stephanie will also have one of the interns work on putting together a simple evaluative survey for the students.
- **Other:** Phil Huerta was going to make some reminder slips to hand out to the students about the Prescription Drug Takeback Event. Kalene will follow-up with him on that.

Meeting adjourned: 8:45 a.m.

Next Meeting Date: May 18, 2016 at 8 a.m. in County Attorney's Office.

Winona County Criminal Justice Coordinating Council
Community Outreach and Diversity Committee Meeting Minutes
May 18, 2016 at 8:00 a.m. at Winona County Attorney's Office

Present: Stephanie Nuttall, Kalene Engel, Rebecca Church, Marie Kovcesi, Lynn Theurer, Claire Exley, Chong Sher Vang, Phil Huerta, Karin Sonneman, Kelsey Solum, Sarah Anderson, Kate Hansen

Call to Order and welcome: 8:05 a.m.

Post-Law Day Discussion: Committee members reviewed the compiled survey results from the Law Day event. Most kids enjoyed the event. Some frequently mentioned comments were as follows:

- Have a judge available to speak with the kids (there was no judge the second day)
- Tour of the jail
- Provide giveaways or food
- Have more activities at each station

Claire Exley will pull together a Law Day Award application to be submitted to the American Bar Association.

County Fair: The Winona County Fair will be held on July 6th-10th. Ron Ganrude will have a Sheriff's booth again and has offered to allow CJCC to share the booth. Karin will check into whether the booth will again be located across from the fair office, as that would allow for more people and entities to utilize the space. Winona County is apparently also going to have a separate booth; it is unclear whether this booth is taking the place of the Public Health booth or something different. ASAP and Partners for Prevention might be interested in participating with others in a booth or potentially getting one of their own. Kalene invited suggestions for different games/questions and giveaways.

Community Collaboration Summit: Discussion was held on the next Community Collaboration Summit, which is the third annual summit. Past summits have been held in October. The general topic of this year's summit will be substance abuse. Karin suggested that the event emphasize opioid and prescription drug abuse. Kalene suggested looking at October 26th as a possible date. Karin will check with Helen Newell regarding the availability of the Middle School on that date. Kate will find out whether Krzysko Commons to see if it would be available. A lengthy discussion was held on possible keynote speaker/speakers and topic areas. Kate stated that Rick Moldhauer, a state epidemiologist, could present information on trends in substance abuse. Other possibilities discussed included a panel discussion featuring persons in recovery and experts on local trends. From the questions asked at the recent ASAP Community Talk, it seems like family members are looking for information about how to help their substance abusing family members. More discussion will be had on the summit in upcoming months.

Meeting adjourned: 9:05 a.m.

Next Meeting Date: June 15, 2016 at 8 a.m. in County Attorney's Office.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
June 16, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Claire Exley, Stephanie Nuttall, Fatima Said, Helen Newell, Marie Kovecsi, Phil Huerta, Jenna Meyer, Sarah Anderson, Rebecca Church, Kelsey Solum

Minutes by: Kalene Engel

Call to Order, Welcome and Introductions: 8:05 a.m.

Winona County Fair: CJCC will again help with staffing the Sheriff's Booth at the County Fair. The booth is located across from the main office, near the bathrooms. The first day of the fair is the same day as our July CJCC meeting. Therefore, instead of dealing with a potential meeting conflict, we will cancel the July CJCC meeting and encourage council member to volunteer in the booth. Kalene has purchased the suckers and prizes for the sucker tree as well as black plastic bags to give away. County Attorney interns will color the sucker stems and apply CJCC stickers on the plastic bags. Kalene will circulate an e-mail to CJCC members notifying them of the meeting cancellation and request to volunteer at the booth.

Community Collaboration Summit: Details of the summit were discussed, as follows:

- **Date/Time:** October 26, 2016 from 6 pm to approximately 8:30 p.m., with setup at 5:30 p.m. and program start time of 6:30 p.m.
- **Location:** The Winona Middle School Commons area has been reserved thanks to Helen Newell. WSU was proposed as a possible location as well, but no one has confirmed availability of that venue
- **Layout:** The layout of the venue will be the same as last years except that the multiple rows of chairs will be decreased and more tables with chairs will be added. It was felt that this type of an arrangement would promote more discussion/interaction.
- **Format/Speakers:** At the last meeting, the committee discussed having a state epidemiologist speak. Since that time, Karin contacted U. S. Senator Amy Klobuchar's assistant, Chuck Ackerman, to find out the senator's availability for the event as a speaker because prescription med abuse are one of the Senator's focus issues.. The committee was also in favor of having a panel discussion with individuals in recovery as well as their family members.
- **Invitees/Participants:** Stephanie and the County Attorney interns have been pulling together an initial list of invitees and possible participants. Committee members provided additional input for the list. Stephanie will finalize the list and review/revise the questionnaire form.

Law Day Award Application: Claire has been working on pulling together an American Bar Association award application for our Law Day event. Committee members provided feedback. Claire will make revisions and circulate the application to the committee for final review before submitting it.

Other – Collateral Consequences Discussion: The recent community forum on the Common Ground recovery housing project resulted in a request from a community member, Nicholas Guy. Mr. Guy would like community leaders to discuss/address the issue of discrimination in employment opportunities for individuals with a criminal history. He has sent a couple of e-mails within the last few weeks asking for action. Kalene forwarded one of his e-mail to Emily Baxter of We Are All Criminals, whose work involves collateral consequences of crimes. She suggested that a forum be arranged later in the summer which would include the state Human Rights Commissioner, herself and others. Committee members were interested in helping arrange such a forum. Marie will reach out to Mr. Guy to ask if he would like to be involved in the planning of the forum. Others who are interested in planning the event include Stephanie, Marie, Phil, Claire, Helen and Karin. Phil suggested that the SHERM (human resource managers group) also be involved. Kalene will contact Emily and then arrange a meeting of the “Collateral Consequences Workgroup.”

Meeting Adjourned: 9:05 a.m.

Next Meeting: July 20, 2016 at 8 a.m. in County Attorney’s Office

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
July 20, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Stephanie Nuttall, Chong Vang, Helen Newell, Jenna Meyer, Lynn Theurer, Kelsey Solum

Minutes by: Karin Sonneman

Call to Order, Welcome and Introductions: 8:00 a.m.

Debrief on Winona County Fair: CJCC helped with staffing the Sheriff's Booth at the County Fair July 6-July 10. The booth was located just down from the Fair entrance by the Old School House and next to the chain saw carving booth. Thank you to those who volunteered to staff the booth this year. We had many unfilled time slots, however, so we are looking for more to volunteer next year. Karin will talk to Ron about moving the booth away from the chain saw carving (the noise was deafening).

Collateral Consequences Forum: The event our committee is organizing is tentatively set for October 13th at the Winona History Center. The planning workgroup will be meeting on July 28th at 8AM in the Kensington basement.

Community Collaboration Summit-Substance Abuse Prevention & Education: Details of the summit were reviewed, as follows:

- Date/Time: October 26, 2016 from 6 pm to approximately 8:30 p.m., with setup at 5:30 p.m. and program start time of 6:30 p.m.
- Location: The Winona Middle School Commons area has been reserved. Thanks to Helen Newell.
- Layout and refreshments: The layout of the venue will be the same as last year's except that the multiple rows of chairs will be decreased and more round tables with chairs will be added. It was felt that this type of an arrangement would promote more discussion/interaction. Last year we had refreshments available for attendees. Lynn brought up the importance of having healthy foods available as we did last year with fruits and cheese trays and water.
- Format/Speakers: Karin contacted U. S. Senator Amy Klobuchar's regional field rep, Chuck Ackerman, to find out the Senator's availability for the event as a speaker because prescription med/opioid abuse are one of the Senator's focus issues. Because the Summit is so close to the November 8th general election date, it is unlikely that the Senator would be available. Ackerman did suggest that we request a personalized video presentation from the Senator. Karin will follow-up with that request.

Kelsey passed around a detailed PowerPoint presentation from the Minnesota State Epidemiologist on substance abuse data. While the State Epidemiologist isn't available for the October 26th date, Kelsey will follow up to see if an assistant or someone from that office can make a presentation. (Update from meeting: Kelsey arranged for epidemiologist Melissa Adolfsen from the State to be our speaker. Thanks so much, Kelsey!)

Work will also continue on planning for a panel discussion with individuals in recovery as well as their family members.

- Invitees/Participants: Stephanie and Jenna, the County Attorney's Office intern, distributed a proposed questionnaire and a draft of an initial list of invitees and possible participants. Committee members provided additional input for the list. Stephanie will finalize the list and send out the questionnaire form by August 1st with a requested return date of September 16th.

Law Day Award Application: We haven't heard anything yet on our American Bar Association award application for our Law Day event.

Other – Karin reported that she had attended the ASAP meeting on Monday where it was mentioned that marijuana wax (referred to on the street as “dabs”) is being used by school age kids in our county (as a footnote to these minutes, Karin discussed at the ASAP meeting how possession of “dabs” is a felony and that the marijuana wax has an extremely high and dangerous THC potency). At the ASAP meeting it was also mentioned that the latest Minnesota Student Survey showed a much higher rate of marijuana use among school age kids than in the past. ASAP asked if the CJCC Law Day Mock Trial could be used to address the marijuana use issue. Karin brought that to the committee and we will add it to consideration for Law Day 2017 events.

Meeting Adjourned: 9:10 a.m.

Next Meeting: *August 17, 2016 at 8 a.m. in Karin's office in the County Attorney's Office.*

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
August 17, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Claire Exley, Stephanie Nuttall, Fatima Said, Marie Kovecsi, Phil Huerta, Jenna Meyer, Rebecca Church, Kate Hansen, Chong Shur Vong, Karina Kujawa

Minutes by: Kalene Engel

Call to Order, Welcome and Introductions: 8:05 a.m.

Collateral Consequences Forum: Kalene reviewed the progress made on the planning of the Collateral Consequences Forum (see attached Event Form). Kalene will follow up with Josh Esmay. Stephanie and Claire will schedule another meeting of the Collateral Consequences Workgroup.

Community Collaboration Summit: Melissa Adolfson, a Lead Epidemiologist for the State will be the live keynote speaker at the event. Senators Klobuchar and Franken will provide video messages. The panel discussion will feature three drug court participants and their families. Karin has asked Steve and Mary Baumgart to moderate the panel discussion. Invitations to potential participating organizations are going to be sent today, with a response deadline of October 1st. Karin will reach out to Brad Berzinski, Principal at Winona Middle School, to establish an on-site contact at the school, now that Helen Newell has retired. Other details of the Summit are as follows:

Venue: Winona Middle School Commons Area

Format: Round tables to encourage networking, several rows of chairs for others to sit in; long tables for service providers, participating organizations with info tables.

Time Schedule:

- Set-up 5:30 PM
- Networking:6-6:30PM
- Speakers and Panel 6:30 to 8
- Networking 8 to 8:30pm

Law Day:

- **Award Application:** Claire received from the American Bar Association, acknowledging receipt of our Law Day Award application. Finalists will be notified in late September.
- **2017:** Law Day 2017 will take place on May 4th (non-Winona Middle School kids) and May 5th (Winona Middle School). A suggestion was made to possible change the mock trial script to include marijuana or marijuana wax as the "drug in question." Another suggestion was to have the drug sniffing dog available for Law Day.

Safe Haven Grant: Family and Children's Center received notice that it was awarded a VOCA grant for Safe Haven. The grant would provide funding for an additional five years. Congratulations to FCC!

Meeting Adjourned: 9:05 a.m.

Next Meeting: September 21, 2016 at 8 a.m. in County Attorney's Office



Minnesota Department of
HUMAN RIGHTS

Confirmed Event Form for Human Rights Commissioner Kevin Lindsey
Please complete the information below as applicable to your event

Event date:	Thursday, October 13, 2016
Event time:	8:00 a.m. to noon
Event title:	Hiring Policies and Practices After "Ban the Box"
Event goal:	Demistify "Ban the Box" legislation and promote fair and safe hiring practices
Address of the event: Please include room number and parking information.	Winona History Center Wanek Hall 160 Johnson Street Winona, MN 55987 Parking available offstreet and in parking lot at corner of 4 th and Johnson Streets
Hosting organization: (if different from event location)	Winona County Criminal Justice Coordinating Council Winona Workforce Center Winona Chamber of Commerce Winona Economic Development Authority Winona Society for Human Resource Management
Event Sponsors (if different from event host):	See above
Event contact: Please provide email and phone number contact information for the person who will be available until immediately before the event begins (cell phone number is preferred).	Kalene Engel kaleneengel@gmail.com Office: 507-453-3646 Cell: 507-458-9924
Event attendees: Please provide a list of all attendees. You may attach additional documents.	This will be furnished just before the event date, as we will begin to advertise shortly. The anticipated audience is employers/human resource managers in Winona County

Event agenda: Please provide an agenda or timeline for the event.	See below for preliminary agenda
Commissioner speech details: Please include details such as length of speech, who will introduce the Commissioner and if the commissioner should recognize anyone during his speech.	Ban the Box: In Policy & Practice (same presentation used in previous presentations with Emily Baxter and Joshy Esmay). We plan to have the local Human Rights chairperson introduce the Commissioner.
Event Publicity: Can it be publicized through MDHR? Is this event open to the public? If so, please provide registration procedures?	Yes. At this time, due to space limitations, we intend to issue invites and seek registrants. Registration procedures have not yet been complete.
Website: Provide event website or organization website.	www.winonacountycjcc.org (note, no registration materials are available at this time)
Background information: Attach any additional information	None at this time

Draft Agenda

Time	Topic	Presenter
8:00-8:15 a.m.	Welcome and Introductions	Gerry Krage, Winona Workforce Center
8:15-8:45 a.m.	Criminal Records and Collateral Sanctions	Video of Emily Baxter, We Are All Criminals
8:45-9:45 a.m.	Bank the Box: In Policy and Practice (including Q&A time)	Kevin Lindsey, Commissioner of the Minnesota Department of Human Rights
9:45 – 10:00 a.m.	Break	
10:00 – 11:00 a.m.	Criminal Background Checks and Avoiding Liability (including Q&A time)	TBD—possibly Josh Esmay or Winona County Attorney's Office
11:00 – 11:50	Winona's Experience and Efforts	Multiple speakers, TBD. Possibly Workforce Center Offender Specialist; Express Personnel In-Jail Job Counselor; Personal stories of employers, employees and wanna-be employees.
11:50 – noon	Final Comments and Wrap-Up	

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
September 21, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Claire Exley, Fatima Said, Marie Kovecsi, Kate Hansen, Kalene Engel, Gerry Krage, Helen Newell, Nicholas Guy, Mark Schultz, Lynn Theurer

Minutes by: Kalene Engel

Call to Order, Welcome and Introductions: 8:07 a.m.

Community Collaboration Summit: Karin reviewed the final arrangements for the Summit which will be held on October 26, 2016. Stephanie Nuttall has sent out 21 questionnaire forms and is waiting for those to be returned. The keynote speaker sent Karin a copy of her Powerpoint and video messages were requested from Senators KlBuchar and Franken. Stephanie will be emceeding. Additional tasks were assigned as follows:

- **Modify invite to include agenda:** Kalene will handle and send to Karin for distribution to committee
- **Distribute invite:** All committee members will distribute within their agencies/groups/departments
- **Press release:** Karin will prepare a press release for the Post and Winona Daily News
- **Refreshments:** Kalene will order meat, fruit and veggie trays from Midtown and get crackers, napkins, plates and cups (Styrofoam and plastic). Karin will handle beverages (lemonade and water).
- **Resource list:** Stephanie and interns will compile from questionnaires
- **Survey and signup sheet:** Stephanie will revise last years' sheets for use this year
- **RSVP:** Claire will handle RSVPs
- **Setup:** Setup will begin at 5:30 p.m; all committee members and participating organizations are encouraged to be present to set-up. Karin will double check with school regarding microphone, table set up and video/Powerpoint needs.

Collateral Consequences Forum: Karin distributed a draft invite as well as a copy of the draft agenda. Kalene updated the group on the progress of the planning efforts as follows:

- Josh Esmay is available to talk about the subject of criminal background checks and avoiding liability;
- Winona Society for Human Resource Management and Winona Chamber of Commerce would like to co-sponsor;
- At least some of the co-sponsors have expressed an interest in bringing informational materials for attendees—possibly having tables set up around the room where this information could be displayed;
- The Business Administration Department of Winona State is interested in co-sponsoring;
- Several ideas for the 50 minute "Winona's Experience and Efforts" have been mentioned; this needs to be finalized.
- Co-sponsors will be asked to contribute towards the honorarium/mileage expenses of Mr. Esmay, room rental costs and the refreshments.

Committee members discussed ideas for the "Winona" portion of the forum, including what would be helpful for employers. After discussion, members agreed that a panel discussion featuring speakers

from CARE, Drug Court, DEED/Workforce Center and an employer with a positive experience in hiring an ex-offender would make a good panel. Each of the speakers could talk about what kind service they provide and experiences they have had and then open it up to questions from the audience. Gerry stated that Colorware might be a good employer from which to obtain a statement about hiring ex-offenders.

Tasks and responsibilities were assigned as follows:

- Determine capacity of Wanek Hall to determine max number of participants: Kalene
- Get confirmation as to whether WSU wants to be co-sponsor and add logo to invite: Kalene
- Invite Drug Court and CARE to participate in panel discussion: Kalene
- Identify employer and invite them for panel discussion: Karin
- Prepare agenda: Kalene
- Distribute invite: All committee members will distribute within their agencies/groups/departments. Co-sponsors will be asked whether they want a table to display brochures/information about their organization.
- Press release: Karin will prepare a press release for the Post and Winona Daily News
- Refreshments: Kalene/Karin will obtain.
- RSVP's: Claire will handle RSVPs
- Survey and Sign Up Sheet: Post-meeting, Claire volunteered to create a sign-up sheet and survey.
- Setup will begin at 7:30 a.m.; all committee members are encouraged to help set-up.

Other:

- **NAMI Award:** Helen nominated the CJCC for an award from NAMI Minnesota and was recently notified that the NAMI Board of Directors chose the CJCC to receive the NAMI Criminal Justice Award. The award recognizes an individual or group in the area of criminal justice that has demonstrated, through its action, a strong commitment to the decriminalization of mental illness. The NAMI Board noted that the CJCC had been very engaged in the Stepping Up Initiative and has done a great job in bringing everyone together to create change. The award will be presented at the NAMI Annual Conference on November 5th in St. Paul.
- **AMC Mental Health Task Force:** Marie attended the Association of Minnesota Counties Mental Health Task Force on September 15, 2016. She provided conference materials to Kalene for consideration by the Stepping Up Workgroup.
- **Congressional Forum:** The League of Women Voters is sponsoring a congressional forum (Walz and Hagedorn) on October 4th from 6:30 to 7:30 p.m. in the Winona City Hall Chambers.

Meeting Adjourned: 9:07 a.m.

Next Meeting: October 19, 2016 at 8 a.m. in County Attorney's Office

Link to Emily Baxter Video: <https://www.youtube.com/watch?v=Ahn8AiJTch8>.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
October 19, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Claire Exley, Fatima Said, Marie Kovecsi, Kalene Engel, Helen Newell, Stephanie Nuttall, Rebecca Church

Minutes by: Kalene Engel

Call to Order: 8:05 a.m.

Ban-the-Box Debrief: The Ban-the-Box forum went smoothly and received excellent feedback from attendees. Karl Sonneman noted that it was the best CLE that he had ever attended. Commissioner Lindsey asked Karin whether Winona County would be interested in participating in more events like it around the state. An attendee who provides training for employers commented that all employers in Winona should have been in attendance. Another attendee commented that the people who needed to hear the information were the company owners. Survey results were compiled and distributed by Claire and will be sent out in the CJCC agenda packet. Kalene created a website page on the CJCC website for all of the seminar handouts and sent a link to the page to participants. She will follow up with Josh Esmay to get his handouts on expungements and criminal dispositions.

Community Collaboration Summit: Karin reviewed the final arrangements for the Summit which will be held on October 26, 2016.

- **Participants:** Thus far, only three invitees have returned surveys—ASAP, Gundersen and Winona State Health & Wellness. Stephanie will be doing follow-up phone calls to them. Additional ideas for invites were discussed.
- **Attendees:** Thus far, 15 people have RSVP'd.
- **Media:** Helen has sent out several press releases and included the event in the current Community Education catalog. Karin e-mailed 41 invites yesterday. Claire will create a Facebook page. Karin will also be sending out a press release. Committee members were asked to distribute the invite to their respective groups at the last COD meeting.
- **Room arrangements:** Helen will be meeting with the head custodian on Friday or Monday to finalize arrangements. Karin has also spoken with Brad Berzinski of the Winona Middle School. At this point, we do not know how many participant tables we will need, so Stephanie will be in touch with Helen later this week to advise. We will need a speaker podium with mic, wireless mic for panel, table and chairs in front for panel, a project for the videos and Powerpoint, round tables in front and extra chairs behind for attendees and a registration table.
- **Program:** Karin received the draft Powerpoint from Melissa Adolfsen as well as video messages from Senators Klobuchar and Franken. Karin will do a short welcome and introduction. Stephanie will be emceeding. Depending upon the number of participating agencies and the length of the speakers/videos, we may have the participants speak in between the videos/speakers or at the end of the program.
- **Signup Sheets/CEUs:** Claire will create a signup sheet and a certificate of attendance.
- **Refreshments:** Kalene, Karin and Rebecca will coordinate the refreshments. We will have a meat/cheese tray, veggie tray and fruit tray plus cookies, lemonade and coffee.
- **Setup:** Setup is scheduled for 5:30 p.m., but since there is no group in the commons area prior to the event, we can begin setting up at 5:00 p.m.

Other:

- **NAMI Award:** Karin drafted a press release on the award, which will be presented on November 5th in St. Paul.
- **AMC Mental Health Task Force:** Marie attended the Association of Minnesota Counties Mental Health Task Force meeting in Rochester. Much time was spent discussing the formation of a governance body to continue the discussions once the Task Force disbanded. Marie spoke to Commissioner of Corrections, Tom Rey, regarding the work we were doing in Winona.
- **Upcoming Events:** The committee will begin planning for the Elected Official's Forum in January and Law Day in May.

Meeting Adjourned: 9:07 a.m.

Next Meeting: November 16, 2016 at noon in County Attorney's Office

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Minutes
November 16, 2016 at 8:00 a.m.
Winona County Attorney's Office**

Present: Karin Sonneman, Marie Kovecsi, Kalene Engel, Helen Newell, Stephanie Nuttall, Rebecca Church, Nick Guy, Chong Sur Vong

Minutes by: Kalene Engel

Call to Order: 8:05 a.m.

Community Collaboration Summit (10/26/16): The Summit went extremely well. It was well attended and very well received, both from anecdotal and written survey feedback. Although it was intended to focus on Drug Court, it is clear that the public is interested in learning more about Drug Court. Melissa Adolfson sent her updated Powerpoint with 2016 Student Survey results to Karin; it is posted on the CJCC website. The subject of housing has been mentioned as a possible topic for next years' summit. Materials from the Summit are posted at <http://www.winonacountycjcc.org/2016-community-summit.html>.

Ban-the-Box (10/13/16): The Ban-the-Box forum was also very well received. The local SHRM group and Workforce Center seemed particularly enthused about the program and have suggested that it become an annual event. However, because of other events scheduled in October, a suggestion was made to consider holding it in the spring. Karin again thanked Nick for generating initial interest in the topic; Nick thanked the committee for taking up the issue. Kalene will follow up with Josh Esmay to get his handouts on expungements and criminal dispositions. Materials from the forum are posted at <http://www.winonacountycjcc.org/ban-the-box-seminar.html>.

NAMI Award: Helen, Karin, Judy and Kalene attended the NAMI Awards Banquet on November 5th to accept the NAMI Award for Criminal Justice. The conference was held at the River Centre in St. Paul and was very well attended.

Chamber of Commerce Leadership Presentation: On November 9, 2016, several CJCC members gave a presentation to a group of 25 up and coming leaders from the Chamber of Commerce. They also took a tour of the courthouse. The same presentation was given last year and was very well received—according to Della Schmidt, it was one of the most popular stops on their tour. Kalene noted that the presenters gave a consistent message—that the criminal justice system is working hard to provide rehabilitation opportunities for offenders.

Solomon's Song: On November 9th, Karin hosted a meeting at her home with Carol and Mohammed Elhindi, who are the people that started Solomon's Song in honor of their teenage son who committed suicide due to mental illness. Also present were Marie and Helen. The Elhindis were very open to any type of collaboration with CJCC. There was an excellent exchange of ideas. Solomon's Song will be partnering with NAMI to co-sponsor a Suicide Prevention Workshop called QPR (Question, Persuade, Refer) on April 20, 2017 from 6:30-8:30 p.m. at Winona State University. They also discussed what the La Crosse/YMCA Gundersen Youth Center was providing for kids in that area. Committee members expressed an interest in taking a field trip to the Center; Karin will ask Kate Sattler to organize it. The Director of the Youth Center will be speaking to the Winona Rotary soon about the program. The Elhindis and Karin are also scheduled to speak to the Rotary Club that day.

Sue Abderholden Visit to Winona: As part of a 40 city tour celebrating the 40th birthday of NAMI, Sue Abderholden will be visiting Winona on December 8th from noon to 1:30 p.m. at Winona City Hall. The event is free to attend, but pre-registration is required. Discussion was had regarding moving the CJCC meeting to the 8th and asking CJCC members to attend the presentation. Following is a link to the event registration form: <http://www.namihelps.org/about-nami/40th-anniversary.html>

ACES Summit: The 2016 Midwest ACES (Adverse Childhood Experiences) Summit was held on November 10-11th in Eagan. Fifteen people from Winona attended the summit. Rebecca and Nick from the committee both attended and felt it was a very worthwhile and eye-opening seminar. It was very interesting to see what efforts other communities are making to prevent ACES, help kids with ACEs and help adults with ACEs. Some of the people attending expressed an interest in bringing a 2 day ACES training to Winona as a “train-the-trainer” program, so that attendees could then serve as future trainers. To hold the event would cost approximately \$10,000 to train 35 people. The group is meeting on December 1st from 4:30 to 5:30 p.m. to discuss next steps.

2017 Elected Official’s Forum: The Minnesota Legislature convenes in early January this year. Karen has already reached out to Gene Pelowski and Jeremy Miller to inquire about availability for the Elected Official’s Form. Based upon the response, it appears as though January 21st might be a good date. Karin will contact the Winona History Center to check room availability. Possible topics to promote include driver’s licenses for non-citizens, transitional housing, and decreasing delays in finalizing adoptions in CHIPS cases.

2017 Law Day: Kalene has sent out letters to the schools for the 2017 Law Day, which will be on May 4th and 5th. We were notified that we did not receive an award for the 2016 Law Day, which may be due to the fact that our event does not center around the National Law Day Theme. The 2017 National Law Day Theme is “The 14th Amendment-Transforming American Democracy.” Committee members were supportive of including marijuana wax into the mock trial to raise awareness of how dangerous it was compared to plain marijuana.

Other:

- **WSU Event:** the WSU LGBTQIA is sponsoring an open forum on November 17, 2016 starting at 6 p.m. in Kryzsko Commons in which attendees will be able to ask questions of Karin Sonneman and Ron Ganrude.

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Meeting Adjourned: 9:07 a.m.

Next Meeting: December 14, 2016 at 8 a.m. in County Attorney’s Office

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
December 14, 2016 at noon
County Office Building, Conf. Room B**

Present: Kalene Engel, Karin Sonneman, Kate Hansen, Chong Sher Vong, Bridget Klinger, Claire Exley, Marie Kovecsi, Phil Huerta, Alexis Salem, Timothy Hall and Rebecca Church

Minutes by: Kalene Engel

Welcome & Call to Order: 8:05 a.m.

Approve Minutes from November meeting: Approved without changes.

Rotary Club Presentation: On December 7th, Karin joined with the Elhindis (Solomon's Song) and others to present on juvenile mental health issues to the Winona Rotary Club. The presentation was well received by the Rotary Club, which is open to considering support of a Youth Community Center, somewhat similar to the one currently operated by Sarah Johnson (formerly of Winona) at the La Crosse YMCA. As a follow-up to the rotary meeting, this past Saturday, Karen met with the Elhindis and Brian Voerding of Engage Winona about a Youth Center.

NAMI Presentation: On December 8th, Sue Abderholden of NAMI gave a presentation on the history of mental health care in Minnesota at the Winona City Council Chambers. The event was very informative and well-attended. Sue is going to provide Kalene with her powerpoint slides once she has finished her 40 city tour of the state.

Elected Officials' Forum: The Forum is scheduled for January 21, 2017 from 9 to 11 am at the Winona History Center. Kalene updated the invite with the 2017 information. Lynn Theurer will send out the formal invite to elected officials after Christmas. Karin will invite department heads. Lynn and Kalene will get food; Karin will arrange for Mugby Junction for coffee and tea. Tim, Alexis, Claire, Marie and Phil offered to help at the event. Possible topics for White Paper/Positions Papers include the following:

- Adoption Processing Delays at the State Level—This was mentioned in the Juvenile Justice Committee Meeting and leads to significantly longer placement times for the children, with resultant out-of-home placement costs and lack of permanency for the child. Rebecca will work on this.
- Multiple issues involving mental health including inadequate funding for mental health treatment for justice-involved individuals, lack of available housing and lack of available care providers. Kalene suggested narrowing the focus and tailoring it to be consistent with what NAMI was doing at the state level
- Out-of-Home Placement Costs for Youth – Marie will look into this.
- Making Winona State a Sanctuary Campus for individuals with immigration status issues – Alexis and Tim will work on this with Kate.

White Papers should be completed by January 18th.

Open Discussion:

- WSU will be doing some surveying of landlords and permanent residents to better understand issues relating to student housing off campus.

- Due to efforts of some community partners, a warming house is scheduled to open on January 1st at Community Bible Church. Volunteers are being sought to staff the center for 5 hour shifts. Two shifts per night are planned and training will be provided.
- Kalene presented a letter that Justin Green drafted to the State Attorney General's Office requested a representative to come to Winona to speak on the importance of re-entry and rehabilitation. The letter is part of an effort to educate the community about the justice system as the County begins to explore the need for a new/different jail.
- A meeting on ACES (Adverse Childhood Experiences) was held on December 2nd at Livewell Winona and was very well attended. Members of the group are exploring the possibility of applying for grant funding to sponsor a "train-the-trainer training on ACES.

Adjournment: 9:05 a.m.

Next Meeting: January 18, 2017 at 8 a.m. at County Attorneys Office (Karin's Office)