

# **2017 Main Council CJCC Minutes**

**January - December**

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**JANUARY 4, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Steven Buswell (Jail Administrator); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Ron Ganrude (Winona County Sheriff); Travis Volkman (Goodview Police Department); Wendy VanDuyne (Court Administrator); Beth Wilms (Winona County Community Services); Karin Sonneman (County Attorney).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Jeff Apse (Supt., Lewiston-Altura Schools); Michael Kuehn (Assistant Public Defender); Fatima Said (Public Member); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Judy Gilow (Public Member); Gerry Krage (Winona City Council).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Phil Huerta (ASAP); Jeff Mueller (Winona County Sheriff's Department); Nicholas Guy (Winona Human Rights Commission); Bridget Klinger (Winona Police Dept. – proxy for Paul Bostrack); John Goodman (Avumedia); Chong Sur Vang (Project FINE – proxy for Fatima Said); Steve Sarvi (Winona City Administrator).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for January 4, 2017 Meeting:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from December 7, 2016 Meeting:** Approved without changes.
- 4) **INFORMATION ITEMS:**
  - A. **Secure Video Teleconferencing (John Goodman of Avumedia):** John Goodman briefly discussed the secure video teleconferencing system called "Vidyo" which is currently being used by Home and Community Options. The Justice and Mental Health Collaboration Grant includes funding for the installation and ongoing costs for secure portals located in the Winona County, Houston County and Wabasha County jails. The intended purposes of the portals is to allow service providers in Winona County (CARE, Community Services, etc.) secure access to Winona County inmates who are held in remote locations. The system is secure, HIPAA compliant, high quality and inexpensive. The requirements for the system are minimal: a computer (or Ipad/phone) with a speaker; the Vidyo software (cost of \$25 per install) and good quality internet. John will be giving a demonstration of the system on January 21<sup>st</sup> at

the History Center at approximately 11:15 a.m. (following the Elected Officials' Outreach Event).

## **5) COMMITTEE REPORTS**

### **A. Jail & Jail Alternatives-Justin Green**

Implementation of the new CARE Grant and JMHC have been held up for various reasons. The CARE Grant hasn't formally been accepted because the grant system requires an answer to a question for which no one appears to have the answer. Similarly, Kalene was not allowed access to the grant management software until earlier today. Neither of the two main positions that were created by the grant have been posted. A meeting to discuss the challenges of the implementation of the two grants has been scheduled for January 5<sup>th</sup>. Committee members discussed how to present information about the justice system and justice-related data to the County Board. The committee would also like to partner with the Community Outreach & Diversity Committee to discuss a public relations plan as the county tackles the question of what to do about a jail.

**Next meeting: January 26, 2017 at noon at Kensington Banquet Room**

### **B. Crime Prevention (ASAP)-Travis Volkman**

ASAP has changed its meetings to Winona Senior High School to better accommodate the schedules of the student members. The youth subcommittee plotted a map of "high volume" drug or alcohol use areas in the city of Winona. The areas of the most perceived use included the East End Recreation Center and Garvin Heights Overlook. The next thing they plan to do is to develop strategies for helping to deter use. Another exciting possible project is to have a "mock student bedroom" set up at a school so that parents can come in and try to find signs of illicit drug use. Finding a time has been a bit of a challenge, but it may occur during the Chili Cookoff. The film "Chasing the Dragon" will be shown at the Winona Friendship Center on January 25<sup>th</sup> at 11:30 a.m. Volunteer Services has mailed letters out to individuals who received home-delivered meals regarding the opportunity to dispose of expired/unused drugs through that program.

**Next meeting: January 23, 2017 at 2:30 p.m. at Winona Sr. High School**

### **C. Juvenile Justice Committee-Rebecca Church**

Committee members were polled on how to obtain information from neighboring counties on their juvenile housing needs, specifically for shelter care. Hayward Group Home closed abruptly and there are few nearby options, but a local property owner is possibly interested in providing shelter care. Drew provided a truancy update. Due to an increased workload, and because elementary-age truanancies are properly categorized as educational neglect (where the parents are held accountable), Restorative Justice will not be going into the elementary schools for truancy work.

Committee members discussed strategies/goals for the upcoming year. The dual status youth initiative strategy was discontinued, but a new juvenile screening team shows promise. All other strategies from 2016-17 are still being pursued.

**Next meeting: January 19, 2017 at noon at County Office Bldg., Room B**

D. Courts Committee-No meeting in December.

**Next meeting: January 19, 2017 at 8:00 am. at Court Admin Conference Room**

E. Community Outreach & Diversity Committee-Karin Sonneman

The main focus of the committee this month is the Elected Officials' Outreach Forum which will be held on January 21, 2017 from 9 to 11 am at the Winona History Center. If anyone has ideas for "issue papers" to present to the elected officials, please contact Karin. Karin will add and agenda item for "public input on jail" to the next committee agenda. Committee members may take a field trip to La Crosse to see the youth center run by Sarah Johnson. Other committee entities interested in exploring a youth center include Solomon's Song and Engage Winona.

**Next meeting: January 18, 2017 at 8 a.m. at County Attorney's Office**

**6) ADJOURN**

Next CJCC Meeting: February 1, 2017 at noon at Kensington Banquet Room

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**FEBRUARY 1, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Ron Ganrude (Winona County Sheriff); Travis Volkman (Goodview Police Department); Judy Gilow (Public Member); Beth Wilms (Winona County Community Services); Karin Sonneman (County Attorney); Gerry Krage (City of Winona); Jeff Apse (Supt., Lewiston-Altura Schools); Fatima Said (Public Member); The Honorable Nancy Buytendorp (District Court Judge).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Michael Kuehn (Assistant Public Defender); Kurt Knuesel (Winona County Bar Association); Wendy VanDuyne (Court Administrator); Steven Buswell (Jail Administrator).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Phil Huerta (ASAP); Jeff Mueller (Winona County Sheriff's Department); Nicholas Guy (Winona Human Rights Commission); Bridget Klinger (Winona Police Dept. – proxy for Paul Bostrack); John Goodman (Avumedia); Ben Klinger (Winona County Sheriff's Dept). Bryan Delvin and Danielle Anderson; Chris Rogers (Winona Post); Betsy Andrews (Workforce Center).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for February 1, 2017 Meeting:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from January 4, 2017 Meeting:** Approved without changes.
- 4) **INFORMATION ITEMS:**
  - A. **Counseling for Abusive Men (CAM) Program:** Bryan Delvin and Danielle Anderson from Hiawatha Valley Mental Health Center provided information on the CAM Program, which they co-facilitate. The program has been in existence for many years and its purpose is to increase safety for women by offering men an opportunity to stop battering. It is based upon the Duluth model. Referrals are accepted from anywhere, including court, probation and self-referrals. The program is 20 weeks long and is typically covered by insurance. Prospective participants must undergo a diagnostic assessment (which is what triggers insurance coverage, if eligible) and then attend a free orientation session before beginning the weekly sessions. Sessions are held on Wednesday evenings from 6-8 p.m. at the main HVMHC office downtown. Participants are allowed one miss in the 20 sessions and reports are made to probation. A maximum of 8 participants per group is allowed.

- B. Update on Vidyo Conferencing: John Goodman provided an update on the implementation of the Vidyo teleconferencing systems. The live demonstration provided at the Legislative Outreach Event on January 21<sup>st</sup> was very well received. John has travelled to Houston and Wabasha to check out physical and tech capabilities. Both counties opted to dedicate a small room to the system and intend to use a touchscreen unit with as much automation as possible. The next step is to determine what the workflow will be as far as how who will be using the system and how. John feels that there are some real opportunities to gain efficiencies through the system. The contacts in each county are as follows: Wabasha (Charlene); Houston (Mark Schiltz).

## **5) COMMITTEE REPORTS**

- A. Community Outreach & Diversity – Karin Sonneman: The Elected Officials Forum held on January 21<sup>st</sup> at the History Center was a big success. There was a great crowd and good discussion and questions, ranging from broadband access to the jail. The next major event for the committee is Law Day, which will be held on May 4<sup>th</sup> and 5<sup>th</sup>. Members from ASAP will be working on the mock trial script. Additionally, the committee will be working with the Jail & Jail Alternatives Committee to coordinate public relations/input on the jail issue. The year 2017 marks the 10 year anniversary of the CJCC and 5 year anniversary of Drug Court; therefore, Karin would like to hold anniversary celebrations for both. Karin will be for two months on a medical leave, starting March 6th.

**Next Meeting: February 15, 2017 at 8:00 a.m. at County Attorney's Office**

- B. Jail & Jail Alternatives-Justin Green

Committee members received a lengthy update on the status of the grants, which are slowly being implemented. A task force is being created for the JHMC grant implementation work. Latrisha is heading up a workgroup that is created a presentation on the justice system and jail for the County Board. The presentation will be given during a working session of the County Board, tentatively set for 5-7 p.m. on February 28<sup>th</sup>. Justin will be attending the Community Outreach Meeting on February 15<sup>th</sup> to discuss coordination of the public outreach plan regarding the jail.

**Next meeting: February 23, 2017 at noon at Kensington Banquet Room**

- C. Crime Prevention (ASAP)-Travis Volkman

Representatives from Hope Harbor provided information on the new girls' home that will be opening in Winona this summer. The home will house up to 6 young women and have a full-time counselor. The first month of the program is a trial period; the program length is one year. Residency is voluntary and the kids are allowed out in the community. (Based upon the level of interest among CJCC members in hearing more about the program, Kalene will invite representatives of Hope Harbor to present

at an upcoming CJCC meeting.) ASAP members discussed the pending Sunday liquor sales legislation and decided not to take a position on the matter, based upon the expected small impact that the passage of the legislation would have on the work of ASAP and reasoning that it could dilute the image of ASAP to take a position. Although ASAP is currently focusing on prescription drug and alcohol usage, efforts are underway to add marijuana to the mission statement and work of ASAP. At the February 25<sup>th</sup> Winona Wellness Expo, ASAP will be hosting a "Hidden in Plain Sight" exhibit, which is a mock bedroom for parents to walk through to see if they can identify hidden signs of substance abuse. Drug Court participants are helping with the exhibit.

**Next meeting: February 27, 2017 at 2:30 p.m. at Winona Sr. High School**

**D. Juvenile Justice Committee-Rebecca Church**

Representatives from Mille Lacs and Gerard Academy provided information on their respective facilities, both of which are owned and operated by Nexus and at which Winona does place a fair number of children. The presentations were comprehensive and lengthy, so no other issues were discussed.

**Next meeting: February 16, 2017 at noon at County Office Bldg., Room B**

**E. Courts Committee-Nancy Buytendorp**

Representatives from Midwest Monitoring provided information on the electronic monitoring equipment that they supply for a number of counties, mostly for pretrial services. Kalene will be attending Pretrial Executive Training in Denver later this month. Winona County is not using bail schedules for release. Drug Court members are in the process of interviewing candidates for the Coordinator position and will hopefully make a final decision by the end of the week. Committee members discussed PSI timelines and were reminded that expedited PSI requests should be reserved for true emergencies.

**Next meeting: February 16, 2017 at 8:00 am. at Court Admin Conference Room**

**6) Other:**

- a. The Winona Workforce Center has two paid internships available for youth.
- b. Project FINE's Annual Report Dinner will be held on February 7<sup>th</sup> at the St. Marys University Toner Center from 5-7 p.m.
- c. Remember to come to the CJCC Presentation on February 28<sup>th</sup> from 5-7 at the County Boardroom.
- d. Judy Gilow will be co-teaching the Family to Family NAMI Support Group starting in April. See the Community Ed flyer for info.

**7) ADJOURN**

**Next CJCC Meeting: March 1, 2017 at noon at Kensington Banquet Room.**

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**MARCH 1, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Travis Volkman (Goodview Police Department); Beth Wilms (Winona County Community Services); Karin Sonneman (County Attorney); Gerry Krage (City of Winona); Jeff Apse (Supt., Lewiston-Altura Schools); Fatima Said (Public Member); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Mike Kuehn (Assistant Public Defender); Wendy Van Duyne (Court Administrator).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Kelly Halvorsen (Acting Superintendent, Winona Area Public Schools); Mike Flaherty (Assistant Winona City Attorney); Ron Ganrude (Winona County Sheriff); Judy Gilow (Public Member); Steven Buswell (Jail Administrator).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Nicholas Guy (Winona Human Rights Commission); Bridget Klinger (Winona Police Dept. – proxy for Paul Bostrack); John Goodman (Avumedia); Ben Klinger (Winona County Sheriff's Dept.-proxy for Ron Ganrude); Betsy Andrews (Workforce Center); Carin Hyter (Drug Court of Winona County).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:04 p.m.
- 2) **Review/Revise/Approve Agenda for March 1, 2017 Meeting:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from February 1, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Presentation on the Minnesota Department of Employment and Economic Development (DEED) Youth and Young Adult Program by Betsy Andrews:** Betsy Andrews, the Youth and Young Adult Coordinator for DEED, provided information on the Youth/Young Adult Program. The program is geared towards helping young people ages 16-24 who are floundering and perhaps have made poor choices in the past to get an education and/or job. The program is funded through state and federal funding; 75% of the caseload must be "out of school" youth. Out of school means someone without a high school diploma or with a high school diploma but in need of additional training. The funding can provide paid work experiences, funding for education and other assistance. Betsy will be



transitioning to the Rochester Office to provide the same services, but the program will still be available in Winona.

5) **Committee Reports:**

- A. Courts Committee – Nancy Buytendorp: Carin Hyter just started as the new full-time Drug Court Coordinator. She is originally from Rushford and worked in the Pretrial Unit in Omaha for a year after receiving her Master's Degree. At the committee meeting, members discussed concerns about first appearances and the need for more time to prepare. An agreement was reached to have an earlier deadline for the filing of the complaint and then to re-evaluate in a few months. A new procedure for Gross Misdemeanor Fifth Degree Possession was discussed. The State is rolling out a new pretrial bail evaluation tool statewide. Wendy noted that Hennepin County is piloting a court reminder system which sends texts through MNCIS (Minnesota Court Information System) and should have a report on the results of that pilot available soon.

**Next Meeting: March 16, 2017 at 8:00 a.m. at Court Admin Conf. Room**

- B. Community Outreach & Diversity – Karin Sonneman: The next major event for the committee is Law Day, which will take place on May 4<sup>th</sup> and 5<sup>th</sup>. The mock trial subject will focus on adults furnishing alcohol to children, with ASAP members writing the script. A date was set for the 2018 Elected Official's Event: January 20, 2018. The County Fair will be coming up in July. Karin would like to hold another Courthouse Open House to celebrate the 10<sup>th</sup> anniversary of CJCC and 5<sup>th</sup> anniversary of Drug Court, possibly in September. In light of the need to educate the community on justice system functions, the COD Committee and JJA Committee will be working on a public relations campaign. Ken noted that he had recently attended an Association of Minnesota Counties event and spoken with other administrators who had experience with building a new jail. All of the concurred that they should have done more to educate the public.

**Next Meeting: March 15, 2017 at 8 a.m. at County Attorney's Office**

- C. Jail and Jail Alternatives-Justin Green: The entire meeting was spent discussing/rehearsing the February 28, 2017 CJCC Presentation to the County Board. Thank you to the people who prepared and delivered the presentation; it was very well received. Thank you also to the strong showing from CJCC at the presentation.

**Next Meeting: March 30, 2017 at noon at Kensington Banquet Room**

- D. Crime Prevention/ASAP (Travis Volkman): The Coalition discussed the pending (now passed) Sunday liquor law and the unresolved issue of exactly where the extra tax money will go, with chemical dependency treatment and prevention programs as a possible option. ASAP had a table and the "Hidden in Plain Sight"

exhibit at the recent Winona Health Wellness Expo. Even though the exhibit was somewhat out of the way, 70 people went through the mock bedroom with hidden signs of drug usage. There was also a nice article in today's Winona Post about the exhibit. ASAP plans to do the exhibit again, whether at an expo or some other public location. The film "Chasing the Dragon" was shown at the Senior Center and to two classes at the high school. ASAP, as noted above, is assisting with Law Day. Because of the prevalence of marijuana use among young people in this area, ASAP is added the drug to the list of substances that they are addressing (the others being alcohol and prescription drugs).

**Next Meeting: March 20, 2017 at 2:30 p.m. at Winona Sr. High School**

- E. Juvenile Justice (Rebecca Church): Committee members discussed truancy issues and strategies to promote earlier intervention. Some of the recent middle school truancy referrals have 20-30 absences, which is an alarming amount at this stage of the school year. Drew and Rebecca will be meeting with a representative of WAPS to discuss and brainstorm. Updates were provided in the different juvenile teams in the county.

**Next Meeting: March 16, 2017 at noon at County Office Bldg, Room B.**

- 6) **Adjourn:** 1:00 p.m.

Next CJCC Meeting: April 5, 2017 at noon.

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**APRIL 5, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Travis Volkman (Goodview Police Department); Beth Wilms (Winona County Community Services); Mike Kuehn (Assistant Public Defender); Steven Buswell (Jail Administrator); Ron Ganrude (Winona County Sheriff); Kelly Halvorsen (Acting Superintendent, Winona Area Public Schools)

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Jeff Apse (Supt. Lewiston-Altura Schools); Mike Flaherty (Assistant Winona City Attorney); Wendy Van Duyne (Court Administrator); Karin Sonneman (County Attorney); Gerry Krage (City of Winona); Fatima Said (Public Member); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Travis Volkman (Goodview Police Department).

**Guests Present:** Kalene Engel (CJCC Executive Director); Helen Newell (Winona NAMI); Brad Nelson (3<sup>rd</sup> Judicial District Ignition Interlock Program); Stephanie Nuttall (Assistant County Attorney); Bridget Klinger (Winona Police Dept. – proxy for Paul Bostrack); Ben Klinger (Winona County Sheriff's Dept.); Phil Huerta (Winona County ASAP); Carin Hyter (Drug Court of Winona County); Chris Rogers (Winona Post); Jeff Mueller (Winona County Sheriff's Dept.); Chong Sur Vang (Project FINE – proxy for Fatima Said).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:04 p.m.
- 2) **Review/Revise/Approve Agenda for April 5 2017 Meeting:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from March 1, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Presentation on the 3<sup>rd</sup> Judicial District Ignition Interlock Program – Brad Nelson:** in Winona. Brad Nelson, Coordinator of the Ignition Interlock Program, provided information regarding the program, which is available to all counties in the 3<sup>rd</sup> District. Please see the attached brochure for more information about the program as well as an application form. Brad can be reached at 507-206-2313 or [brad.nelson@courts.state.mn.us](mailto:brad.nelson@courts.state.mn.us).

B. JMHC Grant Update – Kalene Engel: The JMHC Task Force met just prior to the CJCC Meeting. Updates on the activity of the five subgroups that comprise the task force are listed below:

- **Personnel:** The CARE Case Aide position has been offered to an applicant, contingent upon a successful background check. The Jail Intake Worker position has been approved and is posted, with applications being accepted until filled.
- **Teleconferencing:** All three jail “stations” have been installed and are working correctly. A workflow process and a system to track usage have also been developed. The next step is to identify some “intentional” uses so that the system becomes integrated into the way we do business.
- **Health Information Exchange:** Subgroup members have viewed the existing software and will be meeting on April 18<sup>th</sup> to begin discussing what modifications need to be made to the software for the grant initiative.
- **Mental Health Training:** Training dates and training participants are being finalized.
- **Data:** A proposed data collection foundation was introduced and will continue to be populated by the agencies/entities involved in the system.

C. Planning of New Institutions (PONI) Training – Steve Buswell: Steve reached out to the National Institute of Corrections and was able to get them to provide the PONI Training locally, as opposed to sending a team to Denver. Mark Martin (who was a part of the Jail and Justice System Assessment) will be co-facilitating the training along with Brad Bostwick. The training will take three days (May 22-24) and can accommodate 16 participants. The NIC would like the local jurisdiction to identify the participants, and has suggested that the Sheriff, Jail Administrator, Chiefs of Police and as many people from the County Board and CJCC as possible be included. Anyone who is interested in attending the training should contact Steve. The County Board will be discussing this issue on April 11<sup>th</sup>.

## 5) Committee Reports:

A. Juvenile Justice Committee – Stephanie Nuttall (for Rebecca Church): Please see the minutes for detail regarding the meeting. Briefly, committee members discussed concerns regarding juvenile housing, confidentiality concerns in juvenile delinquency hearings, the possibility of establishing a family dependency treatment court and the responsibility for supervising cases on juvenile delinquency matters that appeared to be more related to child protection concerns.

**Next Meeting: April 20, 2017 at noon at County Office Bldg, Room B.**

B. Courts Committee – Nancy Buytendorp: The Courts Committee did not meet in March of 2017.

**Next Meeting: April 20, 2017 at 8:00 a.m. at Court Admin Conf. Room**

- C. Community Outreach & Diversity – Rebecca Church for Karin Sonneman: Preparations for the May 4<sup>th</sup> and 5<sup>th</sup> Law Day sessions are well underway. The script will focus on an underage drinking scenario, including a social host violation issue. Bridget Klinger will be visiting each of the schools for a pre-Law Day presentation. The next major event for the committee is the County Fair. Karin would like to hold another Courthouse Open House to celebrate the 10<sup>th</sup> anniversary of CJCC and 5<sup>th</sup> anniversary of Drug Court, possibly in September. The 2017 Community Collaboration Summit will take place in October.

**Next Meeting: April 19, 2017 at 8 a.m. at County Attorney's Office**

- D. Jail and Jail Alternatives-Justin Green: The Committee debriefed on the Justice System Presentation to the County Board, which was done on February 28, 2017. The committee is waiting to hear back from the County Board as to what further information, if any, it would like to have regarding the justice system. The committee also discussed how to construct a public relations plan for the jail issue. A workgroup was formed to conduct research on a recommended process to follow.

**Next Meeting: April 27, 2017 at noon at Kensington Banquet Room**

- E. Crime Prevention/ASAP (Travis Volkman): Dr. Beguin from Winona Health gave a presentation to the ASAP board regarding his efforts to reduce opioid misuse. Due to his concern about the student survey results and other observations he made regarding prescription drugs, he decided to create a conservative pain management clinic. This ended the practice of prescribing over the phone and made prescribers more accountable. He would be interested in working with law enforcement to better understand how health care providers can be of assistance. Marie will invite him to be a speaker at an upcoming CJCC meeting. ASAP will be sponsoring a Cultural Competency Training in May and is also working with Project FINE on the translation of some of its materials. Recently, some high school children filmed some footage to demonstrate positive community norms, i.e. the fact that most kids do not use marijuana. ASAP is also very involved in the Law Day planning.

**Next Meeting: April 17, 2017 at 2:30 p.m. at Winona Sr. High School**

- 6) **Adjourn:** 1:00 p.m.

**Next CJCC Meeting:** May 3, 2017 at noon at Kensington Banquet Room.

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**MAY 3, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Beth Wilms (Winona County Community Services); Mike Kuehn (Assistant Public Defender); Steven Buswell (Jail Administrator); Ron Ganrude (Winona County Sheriff); Kelly Halvorsen (Acting Superintendent, Winona Area Public Schools); Fatima Said (Public Member); Jeff Apse (Supt. Lewiston-Altura Schools); Karin Sonneman (County Attorney); Gerry Krage (City of Winona).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Wendy Van Duyne (Court Administrator); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Travis Volkman (Goodview Police Department).

**Guests Present:** Kalene Engel (CJCC Executive Director); Helen Newell (Winona NAMI); Rebecca Church (Assistant County Attorney); Phil Huerta (Winona County ASAP); Carin Hyter (Drug Court of Winona County); Chris Rogers (Winona Post); Jeff Mueller (Winona County Sheriff's Dept.); Nick Guy (Human Rights Commission), Karina Kujawa (Safe Haven); John Goodman (Avumedia); Ben Klinger (Winona County Sheriff's Dept.).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:04 p.m.
- 2) **Review/Revise/Approve Agenda for May 3, 2017 Meeting:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from April 5, 2017 Meeting:** Approved without addition of two announcement items.
- 4) **Information Items:**
  - A. **Presentation on Hope Harbor – Dorothy Ruppert and Joyce Rocco:** Ms. Ruppert and Ms. Rocco provided information on Hope Harbor. In addition to the information provided on the FAQ sheet (attached), the presenters offered the following information:
    - The goal for teen girls who stay at Hope Harbor is to be personally restored and to return to their family and school.
    - There is an individually passed, in-house academic program.
    - The capacity of the Winona home will be 6 girls.
    - Some of the services could be billed to insurance, but most are covered through tuition and donations.
    - Every Friday, parents will be required to come to Winona for parenting classes and other services.

- The projected cost for the program is \$100 per girl per day, which is quite reasonable compared to the costs for other residential programs.
- None of the girls who have been at a Hope Harbor location have committed suicide.
- The girls receive follow-up by Hope Harbor for one year after they leave.
- Girls are allowed to come back to the home on a case-by-case basis.

## 5) **Committee Reports:**

A. **Crime Prevention/ASAP - Phil Huerta:** ASAP has been involved in several activities and have more planned, as follows:

- **Prescription Drug Take Back Day (April 29):** Take back locations included the Winona Fire Station and Lewiston City Hall. In Winona, 92 families participated in the event, deposited 150 pounds of prescription drugs. In Lewiston, 25 families participated, leaving 45 points of prescription drugs.
- **Law Day (May 4<sup>th</sup> and 5<sup>th</sup>):** This years' Law Day theme is based on a "Parents Who Host" issue.
- **Cultural Humility Training (May 16):** ASAP is sponsoring Cultural Humility Training Workshops by Dr. Earl Greene. This FREE training event will take place on Tuesday May 16<sup>th</sup> at 12:30 to 2:30 at the Tau Center and then repeated again at 4:30 to 6:30 at Winona Senior High School.
- **Parents Who Host:** The PWH campaign is in full force. Letters have been sent out to parents. Lewiston will have mock crash on May 5<sup>th</sup> and Winona High will have one on May 12<sup>th</sup>. Sticker shock will be done in June. This is where students put stickers on alcohol containers in liquor stores, reminding purchasers not to purchase alcohol for kids. Dahl Toyota is also displaying a message about this on its marquee.

**Next Meeting: May 15, 2017 at 2:30 p.m. at Winona Sr. High School**

B. **Juvenile Justice Committee – Rebecca Church:** Drew, Lisa and Rebecca provided updates on the truancy program. They held a meeting with principals of Winona schools recently, which was very well attended and helpful to identify and address issues. Diversion has been very successful, but there is always room for improvement. The committee has discussed the idea of Family Dependency Treatment Court and it will be further discussed at an upcoming Children's Justice Initiative meeting. The program seems to be a good one; the question is whether it is manageable given the current workload of those who would need to be involved. The juvenile screening team continues to meet. Information exchanged is very helpful for the transition from community services supervision to probation.

**Next Meeting: May 18, 2017 at noon at County Office Bldg, Room B.**

C. **Courts Committee – Carin Hyter/Kalene Engel:** At the time of the committee meeting, there were 15 participants in Drug Court; however, 2 have since graduated. The state grant ends on June 30<sup>th</sup> so additional funding sources are being explored. Almost everyone on the Drug Court Team will be attending the Minnesota Drug Court Conference at the beginning of June. Winona has been held out by others as a model

drug court due to its adherence to evidence-based practices. Eric Spagenski from Common Ground spoke about modifications to the Gateway Program. Kalene discussed the data dashboards, the links to which are on the CJCC website: <http://www.winonacountycjcc.com/data-dashboards.html>. Kalene and Latrisha provided an overview of the duties of the jail intake worker. An idea for having a retired individual making reminder calls for people with upcoming court dates was discussed. Drug Court members would like to be involved in the planning of the 5<sup>th</sup> anniversary celebration of drug court in Winona.

**Next Meeting: May 18, 2017 at 8:00 a.m. at Court Admin Conf. Room**

- D. Community Outreach & Diversity – Karin Sonneman: The majority of the meeting was spent discussing Law Day, which is taking place on May 4<sup>th</sup> and 5<sup>th</sup>. Transitional Housing was identified as a possible topic for the Community Collaboration Summit this fall.

**Next Meeting: May 17, 2017 at 8 a.m. at County Attorney's Office**

- E. Jail and Jail Alternatives-Justin Green: The committee did not meet in April.

**Next Meeting: May 25, 2017 at noon at Kensington Banquet Room**

6) **Other:**

- PONI (Planning of New Institutions) Training will take place on May 22-24<sup>th</sup>.
- Administration is arranging for jail tours of Houston, Wabasha and Goodhue County jails. Tentative dates are May 10<sup>th</sup> and 19<sup>th</sup>.
- Next month's speakers will be from the Controlled Medicine Clinic (Dr. Beguin, Dr. Parker and an RN). Two of the issues that Dr. Beguin would like some feedback on are as follows:
  1. If people have a prescription that is not their own, are they able to share the doctor's name and patient on the prescription bottle?
  2. When they work with people and feel there might be fraud (selling their prescriptions), who can they share that information with?
- Project FINE is holding its annual fundraising dinner on June 11<sup>th</sup> from 4:30 – 7:30 p.m. at Lourdes Hall. Scandinavian cuisine and culture will be featured. If anyone is interested in forming a CJCC "table" for the event, please contact Marie.

7) **Adjourn:** 12:50 p.m.

Next CJCC Meeting: June 7, 2017 at noon at Kensington Banquet Room.



**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**JUNE 7, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Justin Green (Public Member); Beth Wilms (Winona County Community Services); Steven Buswell (Jail Administrator); Kelly Halvorsen (Acting Superintendent, Winona Area Public Schools); Wendy Van Duyne (Winona County Court Administrator); Travis Volkman (Goodview Police Dept.)

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Rená Patterson (Corrections' Supervisor); Marie Kovecsi (County Commissioner); Mike Kuehn (Assistant Public Defender); Ron Ganrude (Winona County Sheriff); Fatima Said (Public Member); Jeff Apse (Supt. Lewiston-Altura Schools); Karin Sonneman (County Attorney); Gerry Krage (City of Winona).

**Guests Present:** Kalene Engel (CJCC Executive Director); Drs. Parker and Beguin, Merry Enright, RN and Dawn Gronner from Winona Health; Phil Huerta (Winona County ASAP); Nick Guy (Human Rights Commission); Jim Pomeroy (Winona County Commissioner – Proxy for Marie Kovecsi); Bridget Klinger (Winona Police Dept.-Proxy for Paul Bostrack); Renee Rumpca (Dept. of Corrections – Proxy for Rená Patterson); Taylor Weiss (Corrections Intern); Chong Sur Vong (Project FINE – proxy for Fatima Said).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:04 p.m.
- 2) **Review/Revise/Approve Agenda for June 7, 2017:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from May 3, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - **Presentation on Winona Health Conservative Pain Management Clinic—Drs. Parker and Beguin, Merry Enright and Dawn Gronner:** The conservative pain management clinic was started approximately two years ago as a result of some concerns regarding the prescribing of opiates. Winona Health obtained data on the number of narcotic prescriptions by provider and were surprised by the broad array of results. They also noticed problems with turnover in providers and that the younger providers were being asked to see a disproportionate number of individuals who were on narcotics. They consulted with Dr. Charles Resnikoff an addiction specialist at Hennepin County, who has provided them with guidance and information on strategies to ensure the appropriate prescribing of controlled substances. Winona Health has sent groups of providers to Hennepin County to observe their clinic and ask all of their providers to rotate through

the Winona Clinic, in order to become familiar with the policies/protocols. In the clinic, providers have discussions with patients about the effect of controlled substances, tapering and alternate remedies. They have noted that many patients do not understand the risks and side effects of their medications. They have also observed that many people seeking medications have mental health issues. Education has also been a key for providers, as the 1990s was a time when "pain" was used as a 5<sup>th</sup> vital sign and the government was putting pressure on providers to prescribe opiates. The data collected by Winona Health at the outset disclosed that many patients were prescribed opiates at unsafe levels and had a mixture of different drugs. Thus, to help providers understand "safe" levels, they use morphine equivalents, i.e. placing a morphine equivalent on the medications. They have developed workflows for how to treat people and more compliance measures (drug testing and pill counting). They are also making referrals to other disciplines, such as Behavioral Health. The clinic has allowed them to offload the patients who were seeking opiates from the young providers, so that the load is shared among multiple providers. They have experienced good success thus far, with significant decreases in the amount of controlled substances being prescribed. Providers in the Urgent Care, Emergency Department and Surgery Department have or will also rotate through the clinic. A committee meets to discuss difficult cases, sometimes bringing in Dr. Resnikoff. A committee also meets regularly to discuss processes and procedures. They will not prescribe medical marijuana, which, for many people, would be cost prohibitive anyway.

Merry Enright described the steps taken when someone presents to the clinic as follows:

- Identification of why they are taking the medications;
- If the medication is a stimulant, they determine whether they have had an evaluation for ADD or a similar condition that would require the use of a stimulant;
- They run checks on all bordering states (5) to make sure there are no other prescriptions.
- They administer random urine and drug screens for any suspicious behavior/activity.
- They do a comprehensive annual screening
- They provide extensive patient education, including sleep hygiene information/referrals and a "did you know?" type education piece on the use of benzodiazepines.
- They do depression/anxiety screening at every visit and additional screens for people at risk of abuse.
- If individuals are compliant with their medications, the RN will see them every three months.

Situations have arisen with the clinic regarding individuals involved in the criminal justice system on which Winona Health would like additional guidance. For example, if they receive information from patients regarding where a patient is getting their prescriptions illegally (i.e. trying to bust people), what should they do with this. Also, they are wondering whether, when there is an arrest and a person is in possession of someone else's prescribed medications, can they be notified. They also are wondering how to find out whether a patient may have a pending charge or conviction for a

controlled substance violation, as that would be a factor they would consider when prescribing. They are also interested in using the Winona Regional Care Consortium's Health Information Exchange to share information. Phil Huerta noted that ASAP is looking into the possibility of getting an incinerator to use for disposal of unused prescription medication. Currently, Winona Health does not provide a dropbox for the disposal of such medications, primarily because of the cost of disposal.

5) **Committee Reports:** **Note: Committee reports were truncated due to lack of time.**

- **Jail and Jail Alternatives-Justin Green:** Several CJCC members attended the PONI Training. It was an interesting and informative training, which included a case study on "Any County." According to the training, the next step would be to hire project manager to lead the process, which would include a needs assessment. It was unclear what efforts, if any, have been undertaken to get the issue back before the County Board. It is likely that eventually, if the Department of Corrections feels that Winona County is not making progress on a different solution, they will shut down the jail. Latrisha and Justin put together a rough outline of a plan to increase community education and build support for a new jail. According to an article in the newspaper, MNDOT is not willing to sell the property adjacent to the bridge to the County for \$1 (as was hoped) because they need to retain it for road right-of-way. That property could be used for a parking lot.

**Next Meeting: June 22, 2017 at noon at Kensington Banquet Room**

- **Crime Prevention/ASAP – Travis Volkman:** Earle Green from New York did a Cultural Humility Training which was very well attended (over 100 people). ASAP will be hosting the "Hidden in Plain Sight" exhibited at the County Fair and is seeking volunteers to staff it.

**Next Meeting: June 19, 2017 at 2:30 p.m. at Pleasant Valley Church**

- **Juvenile Justice Committee – Kalene Engel:** Concerns were raised about two recent instances where juveniles attempted to turn themselves in at the jail, but were turned away. Family Dependency Court was again discussed as a possible strategy to address the increase in CHIPS cases due to parental drug use/abuse. Juvenile screening teams continue to meet and exchange information.

**Next Meeting: June 15, 2017 at noon at County Office Bldg, Room B.**

- **Courts Committee – Wendy Van Duyne:** The Court Scheduling Clerk is overwhelmed with trying to schedule the huge increase in child protection cases. Thus, starting in July, all child protection trials will be held on Mondays and take 1<sup>st</sup> priority over other cases. Additional contested criminal hearings will be set on Fridays at 1:30 p.m. Drug Court is in serious peril of being shut down due to lack of funding. It was originally funded through a 3 year Federal grant, which ran out last year. Wendy was able to obtain a 1 year allotment from the State Judicial Branch for \$100,000, but that funding goes away

effective June 30<sup>th</sup>. Even though the legislature has authorized some funding for existing drug courts, Winona County is not one of those courts because it does not meet the criteria for the funding formula, which includes a certain number of participants and a percentage of funding by the County. Wendy has requested funding under a different formula, but will not hear back until the very end of June. Meanwhile, a request has been submitted to the County Board to provide funding for the remaining 6 months of 2017. No one has been turned away from Drug Court in the meantime, but 9 applicants have been put on hold, pending funding arrangements. Until now, the County Board has not been asked to fund Drug Court.

**Next Meeting: June 15, 2017 at 8:00 a.m. at Court Admin Conf. Room**

- Community Outreach & Diversity – Kalene Engel: Please see the minutes for details of the meeting. Minutes are posted on the CJCC website at <http://www.winonacountycjcc.com/current-year-minutes.html>.

**Next Meeting: June 21, 2017 at 8 a.m. at County Attorney's Office**

6) **Adjourn:** 1:15 p.m.

Next CJCC Meeting: No meeting in July; Next meeting is August 2, 2017 at noon at Kensington Banquet Room.

**The CJCC did not meet in July of 2017**

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**AUGUST 2, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Justin Green (Public Member); Wendy Van Duyne (Winona County Court Administrator); Travis Volkman (Goodview Police Dept.); Karin Sonneman (County Attorney); Marie Kovecsi (County Commissioner); Rená Patterson (Corrections' Supervisor); Mike Kuehn (Assistant Public Defender)

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Ron Ganrude (Winona County Sheriff); Fatima Said (Public Member); Jeff Apse (Supt. Lewiston-Altura Schools); Gerry Krage (City of Winona); Steven Buswell (Jail Administrator); Rich Dahmen (Superintendent, Winona Area Public Schools);

**Guests Present:** Kalene Engel (CJCC Executive Director); Nick Guy (Human Rights Commission); Bridget Klinger (Winona Police Dept.-Proxy for Paul Bostrack); Chong Sur Vong (Project FINE – proxy for Fatima Said); Rebecca Church (Asst Winona County Attorney); Trisha Chandler (Jail Intake Worker); Ben Klinger (Jail Programming Coordinator, proxy for Ron Ganrude & Steve Buswell); Chris Rogers (Winona Post)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for August 2, 2017:** Approved with addition of 4.C. Report on National Network of Criminal Justice Coordinating Councils (NNCJCC) meeting by Judy Gilow. .
- 3) **Review/Revise/Approve Draft Minutes from June 7, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Courthouse Open House Event**-discussion deferred until Committee Reports; see Community Outreach & Diversity Committee.
  - B. **Introduction of Jail Intake Worker**-Trish Chandler was introduced as the new Jail Intake Worker, which was the position created by the JMHC Grant.. She started at the end of June and her office is co-located with the CARE Program offices in the County Office Building. She has been undergoing training for the last month and is currently working with Kevin Burke on bail evaluations.
  - C. **Report on NNCJCC Meeting (Judy Gilow):** Judy attended the NNCJCC Meeting in Minneapolis in July. Hennepin County, which has had a CJCC since 1972, hosted the

event. The event featured several speakers from the Cities, who presented on topics ranging from strengthening/energizing CJCCs to ways to clear up outstanding "failure to appear" warrants. One of the attendees was the CJCC Director from Clinton County, Iowa, who has recent experience with the process of building a new jail and who is willing to share her experiences with us.

## **5) Action Items:**

- A. **Jail Planning Committee Nominees:** The County Board recently met in a working session to discuss a framework for the jail issue. They decided to form a Jail Planning Committee and set parameters as to the membership. Several CJCC members will be on the committee due to their positions, as follows: Karin Sonneman (County Attorney); Ron Ganrude (Sheriff); Ken Fritz (Administrator); Steve Buswell (Jail Administrator); Dept of Corrections (Rená Patterson); Public Defender (Mike Kuehn) and the Community Services Director (once hired). County Board members requested that three additional members from the CJCC serve on the committee, with one of those three being from the education field. The general mission of the committee is to complete the needs assessment, as recommended by the NIC experts who facilitated the Planning of New Institutions training. Since no members from the education field were present, and since Jeff Apse is familiar with both the St. Charles and Lewiston communities, Karin will reach out to him to see if he is interested in being on the committee. Justin Green expressed an interest in serving on the committee. Karin suggested that Fatima Said may want to be on the committee also, to represent the immigrant committee. She will reach out to Fatima and report back to Ken.
- B. **Court Reminder System Recommendations:** Discussion on court reminders systems have recently occurred in both the Courts Committee and the Jail & Jail Alternatives Committee. For the past month, as Trisha Chandler has been attending 1<sup>st</sup> appearances, she has observed significant number of defendants who are brought in on warrants for failure to appear (FTA). At Kalene's request, Wendy Van Duyn researched the number of FTAs from January 1 through August 1<sup>st</sup> of this year for criminal cases. According to her research, there have been 395 FTAs to date, many of which have resulted in the issuance of warrants. Dealing with the FTAs results in extra time and expense for multiple agencies. Kalene contacted the person in charge of the Hennepin County Court Reminder Project, Sarah Lindahl Pfeiffer. This project involved the issuance of court reminders to criminal defendants from MNCIS (the court data information system). Planning for the project occurred for over a year and the first reminders went out in May of this year. The project includes text and e-mail reminders and has been expanded from adult criminal cases to other types of cases. Although no reports have been issued on the project, an earlier test project yielded good results. Ms. Lindahl Pfeiffer will be providing Kalene with additional information about the Hennepin County project. According to Ms. Lindahl Pfeiffer, the State plans to expand the court reminder system to the rest of the state, probably within a year. Discussion was held on the need to address this issue immediately versus waiting for the State expansion. The matter was referred to the Courts Committee for further discussion.

## **6) Committee Reports:**

- A. Juvenile Justice – Rebecca Church: The committee did not meet in June. At the July meeting, the main issues discussed included juveniles who were not getting picked up on existing warrants when they attempted to turn themselves in. The Sheriff and Jail Administrator are aware of this problem and are addressing it. Concerns were also raised about the efficacy of GPS for juveniles, as the proper restrictions are sometimes not paced into the tracking system. A new case worker was hired at Community Services and he will be focusing on children's mental health. Committee members debriefed on the Out of Home Placement Presentation made at the Children's Justice Initiative Meeting in July. Family dependency court was again discussed. Carin Hyter, Drug Court Coordinator, is obtaining additional information from Dodge County on its family dependency court.

**Next Meeting: August 17, 2017 at noon at County Office Building, Conf. Rm. B**

- B. Community Outreach & Diversity – Karin Sonneman: The committee is planning a Courthouse Open House to celebrate the 5<sup>th</sup> anniversary of Drug Court and 10<sup>th</sup> anniversary of the CJCC. The event will be held on September 24, 2017 and will feature learning stations, a drug court session and graduation and two presentations of a mock trial. Approximately 35 volunteers will be needed for the event. Karin distributed a handout for the 4<sup>th</sup> Annual Community Collaboration Summit, which will be held on October 26<sup>th</sup> from 6 – 8:30 p.m. at the Winona Middle School. The topic of this years event will be housing. The date for the 2018 Elected Officials Forum is January 20, 2018 from 9 to 11 am.

**Next Meeting: August 16, 2017 at 8 a.m. at County Attorney's Office**

- C. Crime Prevention/ASAP – Travis Volkman: ASAP continues to work its strategic plan and is about to enter the third year of its grant. Recent events include the Parents Who Host Campaign and the "Hidden in Plain Sight" exhibit at the County Fair. Board members were surveyed to determine areas of improvement. The results included a rotation of leadership responsibilities,

**Next Meeting: August 21, 2017 at 2:30 p.m. at Pleasant Valley Church**

- D. Courts Committee-Wendy Van Duyne: Winona County received a Courthouse Safety Grant from the Minnesota Judicial Council. The \$13,000 awarded will be used to purchase an updated metal detector for the front entrance of the courthouse. The grant requires County Board approval and a county in-kind match, which will be fulfilled through the labor costs of having sheriff department employees staff the metal detector. Several drug court members attended Soberfest in Kasson recently.

**Next Meeting: August 17, 2017 at 8:00 a.m. at Court Administration Conference Room**

- E. Jail & Jail Alternatives-Justin Green: Ben gave a presentation on current programs offered and the jail. He also discussed a tablet-based educational program, Edovo, that



he would like to implement. Representatives from Common Ground discussed the new Gateway Program. Committee member discussed the handling of FTAs. See the minutes posted on the website for additional information.

**Next Meeting: August 24, 2017 at noon at County Attorney's Office**

- 7) **Other:** The Restorative Justice Golf Tournament will take place on August 18<sup>th</sup>. There are currently 18 teams registered, but there is still room for more teams.
- 8) **Adjourn:** 12:55 p.m.

**Next CJCC Meeting:** September 6, 2017 at noon at Kensington Banquet Room

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**SEPTEMBER 6, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Justin Green (Public Member); Wendy Van Duyne (Winona County Court Administrator); Marie Kovecsi (County Commissioner); Rená Patterson (Corrections' Supervisor); Mike Kuehn (Assistant Public Defender); Ron Ganrude (Winona County Sheriff); Fatima Said (Project FINE); The Honorable Nancy Buytendorp (District Court Judge); Rich Dahmen (Superintendent, Winona Area Public Schools); Jeff Apse (Supt. St. Charles School District)

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Kurt Knuesel (Winona County Bar Association); Gerry Krage (City of Winona); Steven Buswell (Jail Administrator); Karin Sonneman (County Attorney); Michael Flaherty (Winona City Attorney); Travis Volkman (Goodview Police Dept.).

**Guests Present:** Kalene Engel (CJCC Executive Director); Phil Huerta (Winona County ASAP); Luke Sims (City of Winona); Katie Van Eijl (Project FINE – proxy for Fatima Said); Rebecca Church (Asst Winona County Attorney); Carin Hyter (Drug Court of Winona County); Hunter Beshawn (WRC of Winona); Steve Coddington (Common Ground); Chris Rogers (Winona Post).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for September 6, 2017:** Approved with addition of Information Item on Jail Advisory Committee.
- 3) **Review/Revise/Approve Draft Minutes from August 2, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Welcoming Week (Katie van Eijl of Project FINE and Luke Sims of the City of Winona Planning Dept.):** The City of Winona and Project FINE have teamed up to host a Welcoming Week from September 15<sup>th</sup> through September 24<sup>th</sup>. In July of 2016, Winona became the first community in Minnesota to become a member of Welcoming America, a nationwide effort to build inclusiveness and welcoming communities. Project FINE is an organization dedicated to providing education and programming for refugees and immigrants. Welcoming Week is an annual celebration of the contributions of immigrants and refugees and the role communities play to foster greater welcome for everyone. There are activities planned throughout welcoming week, starting with a Citizenship Day Celebration on September 15<sup>th</sup> and including a community celebration at the Lake Park Bandshell on September 21<sup>st</sup> starting at 5:00 p.m.

- B. Jail Advisory Committee Update (Ken Fritz)-Ken provided an update on the proposed membership of the committee (see attached). The County Board has not discussed the proposed structure of the committee work yet and the nominees still need to be formally appointed to the committee by the Board.

5) **Committee Reports:**

- A. Courts Committee – Hon. Nancy Buytendorp: Drug Court is going well and currently has 15 participants. When team members attend conference, they receive affirmation that the Drug Court of Winona County is “doing things right.” Representatives of NextGen monitoring gave a presentation on the company’s monitoring equipment and services. At the next committee meeting, representatives from CamSystems will do the same. Committee member discussed court reminder systems and elected to defer action until Wendy Van Dyne attended a meeting with state officials scheduled for October. Additional paperwork must be completed in order to receiving the money from the Courthouse Security Grant.

**Next Meeting: September 21, 2017 at 8:00 a.m. at Court Administration Conference Room, Courthouse 2<sup>nd</sup> Floor.**

- B. Community Outreach & Diversity – Kalene Engel: The 4<sup>th</sup> Annual Community Collaboration Summit will be held on October 26<sup>th</sup> from 6 – 8:30 p.m. at the Winona Middle School and will focus on housing. Instead of the traditional program consisting of a keynote speaker and presentations by presenters, this years’ event will feature a “Living in Poverty” simulation. The simulation exposes participants to real-life challenges faced by people living in poverty. Volunteers are needed to run the simulation and to participate in the simulation. The Courthouse Open House will be held on September 24, 2017 from 11 a.m. to 4 p.m. and will feature learning stations, a drug court session and graduation and two presentations of a mock trial. Volunteers are needed to man the learning stations – see Carin Hyter to sign up to volunteer.

**Next Meeting: September 20, 2017 at 8:15 a.m. at County Attorney’s Office**

- C. Jail & Jail Alternatives-Justin Green: The committee did not meet in August of 2017.

**Next Meeting: September 28, 2017 at noon at Kensington Banquet Room**

- D. Crime Prevention/ASAP – Phil Huerta: ASAP action teams met over the summer to plan events and trainings. The next major undertaking will be a Communitywide Marijuana Campaign. An additional project was the replacement of the drug drop box at the Law Enforcement Center. Efforts are being made to increase capacity by recruiting additional coalition members.

**Next Meeting: September 18, 2017 at 2:30 p.m. at Pleasant Valley Church**

- E. Juvenile Justice – Rebecca Church: Committee goals were reviewed. Members were interested in applying the recent ACES training to a justice-related setting. Community

Services recently hired a second licenser to help recruit more foster parents and to get foster care providers licensed more quickly. Discussion was held regarding the efficacy of using GPS on juveniles, due to difficulty in enforcing zone restrictions. Concerns were again raised regarding juveniles with outstanding warrants who were not picked up when they attempted to turn themselves in. Committee members are still contemplating pursuing Family Dependency Court.

**Next Meeting: October 19, 2017 at noon at County Office Building, Conf. Rm. B**

6) **Adjourn:** 12:45 p.m.

Next CJCC Meeting: October 4, 2017 at noon at Kensington Banquet Room

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**OCTOBER 4, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Judy Gilow (Public Member); Ken Fritz (County Administrator); Justin Green (Public Member); Marie Kovecsi (County Commissioner); Rená Patterson (Corrections' Supervisor; Mike Kuehn (Assistant Public Defender); Ron Ganrude (Winona County Sheriff); Fatima Said (Project FINE); The Honorable Nancy Buytendorp (District Court Judge); Jeff Apse (Supt. St. Charles School District); Steven Buswell (Jail Administrator); Karin Sonneman (County Attorney); Travis Volkman (Goodview Police Dept.).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Kurt Knuesel (Winona County Bar Association); Gerry Krage (City of Winona); Wendy Van Duyne (Winona County Court Administrator); Rich Dahmen (Superintendent, Winona Area Public Schools);

**Guests Present:** Kalene Engel (CJCC Executive Director); Phil Huerta (Winona County ASAP); Rebecca Church (Asst Winona County Attorney); Carin Hyter (Drug Court of Winona County); Steve Coddington (Common Ground); Nick Guy (Human Rts. Commission); Aaron Camacho (Human Rts. Commission); Brandes Witherspoon, (Asst. County Atty.)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for October 4, 2017:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from September 6, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Winona Warming House (Michael Kuehn):** The Winona Community Warming Center is seeking volunteers to work shifts during the winter months (November 1<sup>st</sup> through March 31<sup>st</sup>). The Warming House is located at Community Bible Church and provides paces for up to 10 people to sleep at night. In addition to beds, the Center has some food and information about resources. Two volunteers are needed for each shift and there are two shifts per evening, from 9pm to 2 am and from 2 am to 7 am. Last year 129 community members volunteered to work at the shelter. Interested persons should reach out to Mike.
  - B. **Community Collaboration Summit (Karin Sonneman):** This year's Community Collaboration Summit will be held on October 26, 2017 at the Winona Middle School from 6 to 8:30 p.m. and will feature a Poverty Simulation. Volunteers are needed to staff the "resource tables" during the Simulation and also to act as participants. Please

see the invite attached to the Agenda and contact Claire Exley at cexley@co.winona.mn.us to register.

- C. Community Listening Session (Marie Kovecsi): The Minnesota Dept. of Human Services is hosting a listening session on October 11, 2017 from 2 – 4pm at the Tau Center. The topics of conversation will include mental illness, deaf and hard of hearing communities and housing services.

5) **Committee Reports:**

- A. Juvenile Justice – Rebecca Church: The committee did not meet in September. The October meeting will include a truancy update and continued discussion of the topics discussed in August.

**Next Meeting: October 19, 2017 at noon at County Office Building, Conf. Rm. B**

- B. Courts Committee – Hon. Nancy Buytendorp: There are 16 participants in drug court and three are being processed for admission. Preparations for the September 24<sup>th</sup> Courthouse Open House were discussed. Bruce Wemette gave a presentation on the various tracking and testing devices offered by CamSystems.

**Next Meeting: October 19, 2017 at 8:00 a.m. at Court Administration Conference Room, Courthouse 2<sup>nd</sup> Floor.**

- C. Community Outreach & Diversity – Karin Sonneman: The committee has been meeting in workgroups to plan the Open House and the Community Collaboration Summit. The Courthouse Open House was held on September 24<sup>th</sup> and went very well. Over 200 people attended and over 35 people volunteered. The most popular event was the drug court hearing and graduation. The mock trial also was very well received. Karin passed out the “giveaway” pencil gavels to meeting attendees.

**Next Meeting: October 18, 2017 at 8:15 a.m. at County Attorney’s Office**

- D. Jail & Jail Alternatives-Kalene Engel: Representatives of Common Ground Recovery Housing discussed the current status of the house, which is on track to become a low/medium intensity halfway house, somewhat like Pathways in Rochester. CARE provided an update on clients and other activities, including additional training and public outreach presentations. The current status of the JMHC grant was discussed. Cross training on bail evaluations is being conducted to provide a backup for Trisha Chandler. Rená corrected a statement made in the committee minutes, by noting the Dept. of Corrections is willing to provide backup for bail evaluations if there is a planned absence. However, they would have difficulty doing so without advance notice. The Poverty Roundtable has formed a workgroup to discuss a transitional housing solution that would include partnering with local employers to train residents on the housing trades.

Additional Comments: Karin Sonneman and Ben Klinger attended JMHC Training in Washington, D.C. in early September. Bridget Klinger met with Mary Enright of the

Conservative Care Clinic to discuss the logistics of how to report when someone is in possession of someone else's pills. The County Board has approved the members of the Jail Advisory Committee. Ken Fritz will be meeting with Sheriff Ganrude to discuss an agenda for the organizational meeting of the Jail Advisory Committee.

**Next Meeting: October 26, 2017 at noon at Kensington Banquet Room**

- E. Crime Prevention/ASAP – Phil Huerta: Jennifer Timm came to the meeting and spoke about Bridges Healthcare, which is a collaboration between Winona State University, Livewell Winona and Neighborhood Family Clinic. ASAP had extra grant funds and was able to purchase a new prescription drop box for the Law Enforcement Center, as well as ads at the movie theater. One round of compliance checks has been completed and another is in the works. A prescription take-back event will be held on October 28<sup>th</sup> at Central Fire Station. On October 24<sup>th</sup>, ASAP will host a Community Talk on marijuana. The Hidden in Plain Sight exhibit will also be available at that time.

**Next Meeting: October 16, 2017 at 2:30 p.m. at Pleasant Valley Church**

- 6) Other: Judy Gilow is co-teaching the NAMI Family-to-Family Class on Mondays and Wednesdays from 6 to 9 p.m. starting on October 16<sup>th</sup>.
- 7) Adjourn: 12:45 p.m.

Next CJCC Meeting: November 1, 2017 at noon at Kensington Banquet Room

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**NOVEMBER 1, 2017**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Justin Green (Public Member); Steve Buswell (Winona County Jail Administrator); Rená Patterson (Corrections' Supervisor); Ron Ganrude (Winona County Sheriff); Gerry Krage (City of Winona); Judy Gilow (Public Member); Karin Sonneman (Winona County Attorney); Jeff Apse (Supt. St. Charles School District); Wendy Van Duyne (Court Administrator).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Kurt Knuesel (Winona County Bar Association); Rich Dahmen (Superintendent, Winona Area Public Schools); Ken Fritz (County Administrator); The Honorable Nancy Buytendorp (District Court Judge); Travis Volkman (Goodview Police Dept.); Fatima Said (Project FINE); Mike Kuehn (Assistant Public Defender); Marie Kovecsi (County Commissioner).

**Guests Present:** Kalene Engel (CJCC Executive Director); Phil Huerta (Winona County ASAP); Rebecca Church (Asst. Winona County Attorney); Carin Hyter (Drug Court of Winona County); Steve Coddington (Common Ground); Nick Guy (Human Rts. Commission); Aaron Camacho (Human Rts. Commission); Chris Rogers (Winona Post); Orlandso Smieth (Americorp); Maureen Holte (Asst. County Administrator); Bridget Klinger (Winona Police Dept. – Proxy for Paul Bostrack); Chong Sur Vang (Project FINE – proxy for Fatima Said); John Goodman (Avumedia).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for November 1, 2017:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from October 4, 2017 Meeting:** Approved without Changes.
- 4) **Information Items:**
  - a. Jail Advisory Committee Status Update: The committee has been named and the first meeting needs to be scheduled. A proposal is pending to hire Tom Weber in as a consultant to the County Board.
- 5) **Committee Reports:**
  - a. Crime Prevention (ASAP)-Phil Huerta for Travis Volkman: ASAP has held many events in the last few weeks. On October 24<sup>th</sup>, they hosted a Marijuana Talk at Winona Senior High School where people shared their experiences with



marijuana use. On October 28<sup>th</sup>, they held a Prescription Drug Take Back Day at the Central Fire Station. On October 31<sup>st</sup>, they hosted a Tween Ultimate S'mores Party at St. Mary's University. A group of teens also created a video clip to clear up misperceptions about the use of marijuana among teens. (Phil showed the video clip). Additional ASAP advertisements can be found on billboards and at the movie theatre. ASAP is also working with its evaluator on sustainability plans.

**Next Meeting: November 21, 2017 at 2:30 p.m. at Pleasant Valley Church**

- b. Juvenile Justice Committee-Rebecca Church: Committee members discussed the Engage Winona Youth Mental Health Initiative, which is intended to bring community resources and members together to identify and expand the network of youth mental health resources. Updates on juvenile committees were provided; the Screening Team has had difficulties in attendance and in scheduling meetings. Family Dependency Court was again discussed as a promising way to deal with CHIPS cases involving substance abuse. Dodge County has such a court and Rebecca plans to reach out to the Dodge County Attorneys Office. Recurring issues involving GPS concerns were discussed.

A question was posed regarding the proper committee or entity to whom to refer persons with concerns about the increase in arrests at the school. Among other things, concerns include the number of arrests and the way in which they occur. Discussion was held and suggestions were provided, including speaking with school administration, law enforcement administration, the diversity team at the school.

**Next Meeting: November 16, 2017 at noon at County Office Bldg, Room B**

- c. Courts Committee (Pre-Trial Services)-Carin Hyter: The Courts Committee did not meet in October; however, Carin Hyter was present to provide an update on Drug Court. Several clients recently completed nutrition/cooking classes which were funded by a SHIP (Statewide Health Improvement Plan) grant. Several alumni are planning to do a fundraiser for drug court. Carin applied for an operational tune-up grant with other drug courts in the region. Area coordinators are also discussing applying of a district-wide grant to provide funding for case management and evaluation. A drug court alum was recently promoted to a general manager position at a local restaurant and another alum recently has a visit from his daughter for the first time in 10 years.

**Next Meeting: November 16, 2017 at 8 a.m. at Count Administration Conference Room, Courthouse 2<sup>nd</sup> Floor.**

- d. Community Outreach & Diversity Committee – Karin Sonneman: The Summit on Permanent Supportive and Transitional Housing was held on October 26<sup>th</sup>. The event was well attended, with attendance estimates ranging from 75 to 100. Chris Rogers not only participated in the Poverty Simulation, he also wrote an article in

the Winona Post. Poverty Simulation participants shared their experiences. While the simulation was occurring, Justin Green spoke with the keynote speaker, Tom Balsley, about getting a consultant for the Poverty Roundtable's efforts on housing. He also was contacted by an individuals who indicated that he had a building suitable for transitional housing. The next committee event is the Elected Official's Forum in January.

**Next Meeting: November 15, 2017 at 8:15 a.m. at County Attorney's Office**

- e. Jail & Jail Alternatives Committee-Justin Green: The committee did not meet in October, but the task force for the main initiative of the committee—the Justice and Mental Health Collaboration Grant—will be meeting immediately after the CJCC meeting. The Winona State University Paralegal Program director is interested in joining one of the CJCC committees.

**Next Meeting: November 30, 2017 at noon at Kensington Banquet Room**

6) **Adjourn:** 12:50 p.m.

Next CJCC Meeting: December 6, 2017 at noon at Kensington Banquet Room

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**DECEMBER 6, 2017**  
**COUNTY OFFICE BLDG, CONF. ROOM B**

**Members Present:** Justin Green (Public Member); Steve Buswell (Winona County Jail Administrator); Ron Ganrude (Winona County Sheriff); Jeff Apse (Supt. St. Charles School District); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Rich Dahmen (Superintendent, Winona Area Public Schools); Travis Volkman (Goodview Police Dept.); Fatima Said (Project FINE); Mike Kuehn (Assistant Public Defender); Marie Kovecsi (County Commissioner).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Mike Flaherty (Assistant Winona City Attorney); Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Judy Gilow (Public Member); Karin Sonneman (Winona County Attorney); Gerry Krage (City of Winona); Wendy Van Duyne (Court Administrator).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Asst. Winona County Attorney); Carin Hyter (Drug Court of Winona County); Steve Coddington (Common Ground); Nick Guy (Human Rts. Commission); Bridget Klinger (Winona Police Dept. – Proxy for Paul Bostrack); Ben Klinger (Winona County Jail); Diana Miller (WRC of Winona); Renee Rumpca (Dept. of Corrections – Proxy for Rena Patterson).

In the absence of Karin Sonneman, Chair, and Judy Gilow, Vice Chair, Executive Director Kalene Engle chaired the meeting.

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for December 6, 2017:** Approved without changes.
- 3) **Review/Revise/Approve Draft Minutes from November 1, 2017 Meeting:** Approved without changes.
- 4) **Information Items:**
  - a. Jail Advisory Committee Status Update: The County is in negotiations to hire Tom Weber as a facilitator for the committee and expects to hold its first meeting during late January or early February.
  - b. Strategic Planning: Committees are encouraged to discuss strategic planning during upcoming meetings and be prepared to discuss goals/strategies at the February CJCC Meeting.
- 5) **Committee Reports:**

- a. Jail & Jail Alternatives Committee-Justin Green: CARE Staff has undergone training and is collaborating with the Jail Intake Worker to bring the jail intake process into compliance with the grant applications. Committee members engaged in an extensive discussion of the JMHC Grant. Due to slow adoption by justice partners and Winona Health's discontinuance of support for it, the health information exchange no longer appears to be a viable component of the grant. Some grant components have been fully implemented; others are in process. A subset of committee members will be meeting to discuss diversion options and grant budget revisions. The Poverty Roundtable will be discussing transitional housing for no to low income individuals at an upcoming meeting on January 4<sup>th</sup> at 11:30 a.m. at a to-be-determined location.

**Next Meeting: December 28, 2017 at noon at Kensington Banquet Room**

- b. Crime Prevention (ASAP)-Travis Volkman: Beth Moe is the chairperson of ASAP. Her son, Nic, has worked with groups similar to ASAP and shared his experiences with the ASAP Coalition. Due to the legal status of ASAP as an organization, a question was raised as to whether coalition members need director's and officer's insurance. Planning is underway for ASAP's second recognition event which will be held in late February or early March. Drafts of a proposed student survey have been circulated to subgroup members. Due to holidays, the January and February board meetings will be held on the 4<sup>th</sup> Tuesday of those months.

**Next Meeting: December 18, 2017 at 2:30 p.m. at Pleasant Valley Church**

- c. Juvenile Justice Committee-Rebecca Church: Committee members began strategic planning discussions to determine areas of emphasis for the upcoming year. The Dual Status Youth Project, which was pursued last year, resulted in the formation of a juvenile screening team. Truancies are an ongoing work in progress. Also discussed was a review of current programming. Recently, the process of the arrest/detention of juveniles has raised some concerns.

**Next Meeting: December 21, 2017 at noon at County Office Bldg, Room B**

- d. Courts Committee (Pre-Trial Services)-Judge Buytendorp: Strategic planning was discussed. Kalene will provide a list of all issues that have been discussed at the Courts Committee meeting during the past two years for review by committee members in preparation for the December meeting. Drug Court is going well but needs more participants. Carin Hyter has been doing a lot of community outreach. The public defender application process was discussed. Money from the courthouse safety grant we were awarded still has not been sent to Winona County.

**Next Meeting: December 21, 2017 at 8 a.m. at Count Administration Conference Room, Courthouse 2<sup>nd</sup> Floor.**

e. Community Outreach & Diversity Committee – Karin Sonneman:

The October 26<sup>th</sup> Community Collaboration Summit was very well attended and the Poverty Simulation was though provoking. Committee members started planning the next event, which is the Elected Officials Forum on January 20, 2108 from 9 to 11 am at the History Center.

**Next Meeting: December 20, 2017 at noon at County Attorney's Office**

6) **Adjourn:** 12:31 p.m.

Next CJCC Meeting: January 3, 2018 at noon at Kensington Banquet Room