

# **2017 Courts Committee Minutes**

**January - December**

**Criminal Justice Coordinating Council  
Courts Committee/Pre-Trial Services Workgroup Minutes  
January 19, 2017 at 8:00 a.m.  
Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp; Wendy Van Duynes; Renee Rumpca; Ben Klinger; Kalene Engel; Michael Kuehn; Bruce Wemette; Karin Sonneman; Marta Christianson

**Minutes by:** Marta Christianson

**Welcome & Call to Order:** 8:05 AM

**Minnesota Monitoring Presentation: Karen Altman, President and Brent Tilley, Monitoring Center Director**

Overview: MN Monitoring provided folder of handouts and information. In business 18 years. Main office is in Golden Valley. 24/7 monitoring and remote case management. Satellite offices and testing centers throughout MN. Local field officers also hired. Services available include: equipment rental, installation, monitoring, and case management. It is always possible to adjust services to meet needs.

Case Management and Violations: Log daily activity and track violations; prepare detailed reports of violations ready the next day; 24/7 notice of violations possible; troubleshooting; customer service.

Equipment Overview with examples of equipment shown: RF Monitoring; One Piece BluTag (handout); One Piece LOC 8 (handout); Stalker Alert Unit; MEMS 3000-VB and MEMS 3000 VBR; Soberlink-SL2 (handout). Equipment options include: capability for house arrest, drug and alcohol testing, GPS monitoring/ tracking, stalker monitoring; different sizes, battery options, and tamper/waterproof technology; wireless capability; random and scheduled testing options; personalized range/zone settings; multiple offenders (up to 50) can use one MEMS equipment; data storage and backup systems; sound and voice notifications/reminders; all violations monitored – timely reports via call, email, text, etc.

Price List provided for home monitoring and drug testing: Possible to rent equipment only. Prices are negotiable and based on services chosen. Billing to offender or as requested. Charge for active units only. See folder and handouts for detailed overview of equipment options and pricing.

**Pretrial Services Note (Kalene):** Kalene will be attending Pretrial Executive training in Denver, CO February 2017. Approved by Ken Fritz.

**Bail Schedules Follow Up (Wendy):** It's understood they are not being used. Wendy is working with Judge Williamson to address at district level.

**Drug Court Update (NLB):** Interviewing candidate for case manager/coordinator position at 4:30pm today.

**PSI Timelines (Renee):** Make sure expedited PSI requests are true emergencies- have to reassign other duties to meet expedited requests. PSI and pre-sentencing worksheet typically take about 8 hours. Remind clients to go the Felony Office right away to get PSI appointment schedule and assigned agent. Ideally the questionnaire is completed at that time, but must be completed before PSI appointment. Discussion of Felony Office location – suggestion that map would be helpful. Scheduling reminder – please allow as much time as possible to complete PSI's. Wendy assures that Judges and Staff are aware of this.

**Meeting adjourned: 9:15 AM**

**Criminal Justice Coordinating Council  
Courts Committee/Pre-Trial Services Workgroup Minutes  
February 16, 2017 at 8:00 a.m.  
Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp; Judge Leahy; Rena Patterson; Renee Rumpca; Ben Klinger; Karin Sonneman; Christine Ledebuhr; Kurt Knuesel; Marta Christianson; (Wendy Van Duyne; Candace Haigh)

**Minutes by:** Marta Christianson

**Welcome & Call to Order by Judge Buytendorp:** 8:03 AM

**Drug Court Update:**

Judge Buytendorp advised that Karin Hyter has accepted the Drug Court Coordinator position and will start February 27. Friends of Drug Court continues to meet to look at policies and procedures and how money will be requested and channeled. Drug Court is going well.

**Minn. Stat. §152.18 disposition for possession of controlled substances:**

Handout provided via email. Judge Buytendorp explained that for Gross Misdemeanor Fifth Degree Possession, a 152.18 disposition is now required, with the plea and sentencing hearing combined. For eligible Felony Controlled Substance Possession crimes, where there is an agreement, a 152.18 disposition is permitted. A pre-plea sentencing worksheet is required before the plea, and the plea and sentencing hearings are combined. Defendant waives the PSI on the record (609.115). Concerns were voiced that PSI's will not be required and whether or not that is statutory. There was a request to look into the PSI issue further and determine what makes the most sense for Winona. Reminder from DOC that Judges need to specifically order STS not just CWS. Suggestion that Court Administration be instructed to enter STS in MNCIS to ensure that it is ordered.

**First Appearances:**

Ms. Ledebuhr and Mr. Knuesel discussed issues with the current process for First Appearances (FA). There was a group discussion on what makes the most sense to improve the process for everyone. Wendy and Candace were present. It was agreed that there is a ripple effect with each part relying on the part before it to efficiently do its job. Currently, Court Administration emails the Public Defender (PD)'s office the list of who pre-qualifies in the morning. The PD's Office uses this number to gauge time and staffing needs to meet with those in custody prior to FA at 11AM. The number who qualifies for a PD at FA may change later in the morning which can pose a challenge. The complaint deadline is currently 10:30AM – but in practice, this has become later, sometimes even after 11AM. The PD looks in MGA for the complaint or probation violation report to speak to clients but has increasingly found they are not there yet. Without a complaint and file number the pre-trial bail evaluations cannot be completed and made available to attorneys or the judge prior to FA. Further, if the charges are changed from the law enforcement referral, DOC needs some advance notice or bail evaluations won't be completed accurately. There was also a brief discussion about A&D Warrants and ensuring they don't expire. Court Administration acknowledged a surge of in custody FA's lately, and Ms. Sonneman expressed that it is difficult for her office to meet the 10:30 AM deadline as it is. Several options were discussed. Everyone agreed that there must be a dedicated time for FA for scheduling purposes. A proposal was made to move FA's to 1:30pm – this would require much more discussion and major scheduling changes. The group consensus was that the new deadline for submitting complaints should be moved 15 minutes earlier.

Starting immediately, the hard deadline for complaints will be 10:15 AM, and no complaints will be received after that time. We will try that out and re-evaluate in a couple months. The County Attorney's

office should keep a record of how many complaints they are unable to file by that deadline and why. Also starting immediately, the County Attorney's Office should send a courtesy email communication to DOC if charges are changed from the law enforcement referral. This will allow DOC to accurately complete bail evaluations in a timely and accurate manner.

Finally, it appears that the prosecutor receives copies and/or has access to the bail evaluations but the PD's office does not. **Question for Wendy: How can the PD receive the bail evaluations prior to FA? Why aren't they able to receive/ access them now?**

**Pretrial Release Initiative/ Bail Schedules:**

Handouts provided via email. Judge Leahy provided an overview of the new statewide pre-trial tool. Counties must decide to opt in or opt out by March 31 deadline. However, the tool is not fully developed yet. Big counties like Hennepin have already implemented their own tools, but that takes a lot of time and money. A county must pay \$20,000 if they choose to opt out of the state tool and their chosen tool must be re-evaluated every 3 years. DOC has decided to opt in. The group consensus and recommendation is that it is best for Winona County to opt in.

Per email, Kalene is at the pre-trial program training in Denver and will have much to report at the next meeting. Briefly, bail schedules are not being used in Winona or the District at this time. No further discussion.

**Meeting adjourned: 8:47 AM**

**Winona County Criminal Justice Coordinating Council**  
**Courts Committee/Pre-Trial Services Workgroup Minutes**

The Courts Committee did not meet in March of 2017. Members were instructed to review a Powerpoint Presentation from the National Institute of Corrections' Pretrial Executive Training.

The next meeting of the Courts Committee is on April 20, 2017 at 8:00 a.m. in the Court Administration Conference Room

**Criminal Justice Coordinating Council  
Courts Committee/Pre-Trial Services Workgroup Minutes  
April 20, 2017 at 8:00 a.m.  
Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp, Kevin O'Laughlin, Mike Kuehn, Eric Spagenski, Caryn Hyter, Latrisha Green, Ben Klinger, Rena Patterson, Kalene Engel, Wendy Van Duyne

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 8:03 AM

**Drug Court Update (Carin Hyter & Judge Buytendorp):** There are currently 15 participants, with two graduations scheduled for next week. Additional participants are pending approval. Based upon feedback that Judge Buytendorp received at a recent conference, the Winona County drug court seems to be a model drug court for rural jurisdictions in Minnesota. Unlike some other smaller drug courts which admit lower risk individuals to "keep up their numbers," Winona County adheres to the high risk/needs principle and other evidenced-based principles. The State Drug Court Conference is being held in the Twin Cities from June 7<sup>th</sup>-9<sup>th</sup>. Winona County was fortunate to have 8 out of the 10 drug court team members get into the conference, as the conference has reached its max participant level of 400. Kalene and Carin met to discuss possible grant opportunities. Unfortunately, the Federal grant cycle has already ended, but there may be some funding available from the Minnesota Office of Justice Programs in the near future.

**Gateway Program (Eric Spagenski):** Eric discussed the restructuring of the Gateway Program, which is a 3 week, 6 hour per week, in-jail chemical dependency treatment program. The program will be a closed program, meaning that people have to start the program at the start date or wait until the next cycle begins. There will be a week break in between the cycles so that the necessary paperwork (discharge summary and updated recommendations, if any) can be completed. Eric would like to have the supervising agent or involved case managers involved in the discharge planning. Eric will provide a schedule of the program dates and a brochure to the judges. Referrals and education about the program from multiple sources are needed to help sustain the program. Before people can be admitted to the program, they must have a Rule 25 evaluation. For those people being held on a probation violation, the successful completion of the program could help achieve an earlier release from jail. With respect to the issue of providing services to inmates in Houston or Wabasha Counties, video teleconferencing would be an option. Additionally, if the judges include language in their order regarding the program, the jail would reclassify those inmates so that they could be housed in the Annex.

**Data Dashboards (Kalene Engel):** Kalene distributed links to two criminal justice "data dashboards" for Minnesota (including county-specific data) and encouraged members to check out the available data. Below are the links to the dashboards:

Department of Public Safety:

<https://dps.mn.gov/divisions/ojp/statistical-analysis-center/Pages/Criminal-Justice-Dashboards.aspx>

Minnesota Judicial Branch:

<http://www.mncourts.gov/Help-Topics/Data-Requests/Dashboards.aspx>

**Jail Intake Worker (Kalene Engel, Latrisha Green):** Under the new Justice and Mental Health Collaboration (JMHC) Grant, a new Jail Intake Worker (JIW) will be hired to perform some of the services of a pre-trial service worker. The position was posted, there are 11 applicants and interviews will be occurring soon. The purpose of the JMHC Grant is to keep individuals with mental health out of the jail. This could occur at the time of law enforcement intervention, if law enforcement use diversion or other intervention to avoid transport to the jail. However, for those people who are incarcerated, the JIW will be the gatekeeper as far as attempting to identify mental health issues and facilitate appropriate interventions. The JIW would do bail evaluations on all incarcerated individuals with 1<sup>st</sup> appearances as well as help them complete the public defender application. The JIW would also attend all first appearances and keep records of who was released (and on what conditions) and who was detained. For the people who were detained past 1<sup>st</sup> appearances, the JIW would conduct a dual diagnoses screening via a GAIN-SS and also administer an ORAS-CSST (to screen for risk). Those individuals who have mental health needs (per the GAIN-SS) and are medium to high risk (per the ORAS-CSST) would be eligible to become a client in the Health Information Exchange (HIE). The client would need to sign a release of information to allow use of the HIE. The HIE would allow the client's healthcare and other providers to contribute collateral information about the client's needs and other activities to allow for better case planning and case management. Please see the attached chart for more information.

**FTA/Court Reminders (Kalene Engel):** This committee has previously discussed court reminder systems as an evidenced-based approach to reducing the number of FTA's. Kalene suggested that the committee possibly support a pilot program in which a retired individual could volunteer to make court reminder calls to determine what impact it would have on the FTAs. Carin, who worked in a pretrial program just prior to becoming the Drug Court Coordinator, described her experience with making such calls as part of that program. She indicated that the reminder calls made a significant positive difference in reducing failure to appears. Wendy indicated that the pilot auto-reminder system being explored in Hennepin County has had similar results, but also some challenges. Concerns were raised about whether individuals would use the lack of a phone call or other reminder as a proper excuse for failing to appear. Caryn noted that her former pretrial program had specific language inserted into the court order to avoid this problem. She will provide that language to Judge Buytendorp. Steve Buswell is following up with the former sheriff to determine whether he would be interested in placing reminder calls.

**Drug Court Anniversary Celebration (Kalene Engel):** Kalene noted that the Community Outreach Committee was interested in organizing a celebration to highlight the 5<sup>th</sup> anniversary of Drug Court and the 10<sup>th</sup> anniversary of the CJCC. Drug Court team members present expressed an interest in discussing and planning for the celebration. They will have some discussions when they attend the drug court conference in June.

**Meeting adjourned: 9:05 AM**

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

**Goal of the JMHC Grant:** Integrated Interventions for Safety and Success (I<sup>2</sup>S<sup>2</sup>) – Divert Justice-involved individuals with Mental Health concerns

Law Enforcement Assisted Diversion (LEAD) | Crisis Intervention Training (CIT) | Others:

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### Law Enforcement:

#### Community:

- Individual encounters law enforcement. Individual is issued a **citation or other intervention** and released back into the community (CIT [If released not see below])
  - Individual is **transported to Winona Law Enforcement Center, booked and released** [If not released see below]
  - Individual is **booked and detained**
- 

### Jail Intake Worker (JIW):

#### Prepare for First Appearances

- Public Defender Application | Follow up / help complete with detainee
- Bail Evaluation | Follow up / help complete with detainee + (Do you have insurance? + Are you a veteran? ← Possible additions.)

#### JIW: Attend First Appearance

\* BATEWAY

- Record conditions, pertinent information
  - If detainee is released: they are given referrals to address known needs [if not released, see below]
  - If detained, administer further assessments
    - GAIN-SS (MI/CD screener)
    - ORAS-CSST (Short risk screen)
      - **If HIGH RISK + MI/CD need**, if a release is signed → **Health Information Exchange (HIE) with Re-Entry Planning / Drug Court if applicable / DOC**
      - **If HIGH RISK with no MI needs**, or no release is signed → **Re-Entry Planning, no HIE**
      - If LOW RISK with MI/CD needs → **Referrals issued based on known needs**
      - If LOW RISK + MI/CD need → **Referrals issued based on known needs**
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**Criminal Justice Coordinating Council  
Courts Committee/Pre-Trial Services Workgroup Minutes  
May 18, 2017 at 8:00 a.m.  
Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp, Karin Sonneman, Caryn Hyter, Kalene Engel, Wendy Van Duyne, Renee Rumpca, Taylor Weis (intern)

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 8:03 AM. Welcome to Taylor who is interning with Probation and Drug Court.

**Drug Court Update (Carin Hyter & Judge Buytendorp):** There are currently 14 participants, with one graduation later this month and a termination hearing later today. One participant is holding a pancake breakfast fundraiser for Morrie Miller for his Phase 4 project. That event will be at the Elks Lodge on June 3<sup>rd</sup> from 10 a.m. – noon. On the same day, Carin and Max Ruff will be heading up a park cleanup at Lake Winona. This will allow participants to get additional community service hours. Discussion was held on the screening process and why some participants are being excluded at that stage. The drug court team will have further discussions on this issue.

**Drug Court Sustainability (Wendy Van Duyne/Judge Buytendorp):** The current State funding will end on June 30<sup>th</sup>. Initially, it seemed as though Winona County would receive continued funding through the State, but this funding is subject to much debate with the current legislative budget discussions. Law makers in Minnesota are proposing to cut the budget for drug courts. We will know more within the next couple of weeks. There are funds left to use for the current biennium, but any funds not used before June 30<sup>th</sup> cannot be rolled over. There is also a chunk of money in a Friends of the Drug Court fund, but that can only be used for certain purposes, and cannot be used to fund the coordinator. At a minimum, the coordinator needs to be funded for drug court to continue. It is unclear as to whether the imminent need for funding has been communicated to the County. Karin will arrange a meeting for her, Judge Buytendorp and Wendy to meet with county officials. Other grant funding is also being explored.

**Court Scheduling (Wendy Van Duyne):** Starting in July/August, all CHIPS trials will be scheduled on Mondays and will have priority over jury trials scheduled. If a CHIPS case requires trial, any scheduled jury trial will commence Tuesday morning rather than Monday afternoon. Also, more time for contested criminal trials will be added to three Fridays each month.

**FTA/Court Reminders (Kalene Engel):** The former sheriff is not interested in making reminder calls for court appearances. Wendy reported that Hennepin County has had great success with its pilot program for automated court reminders through MNCIS. Discussion was held on other possible options, including having the law library clerk (once hired) make reminder calls.

**Courthouse Open House for CJCC and Drug Court Anniversary Celebration (Kalene Engel):** Karin is interested in organizing a celebration to highlight the 5<sup>th</sup> anniversary of Drug Court and the 10<sup>th</sup> anniversary of the CJCC. Possible workgroup members were identified, including members for Friends of the Drug Court, the Drug Court Alumni Group, Judge Buytendorp and Carin. Kate Sattler will send out information to those interested on a date/time/location for a planning group meeting.

**Meeting adjourned:** 9:00 AM

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

**CJCC Courts Committee**  
**June 15, 2017**

The Courts Committee did not meet in June 2017, but the following update on Drug Court was provided by Carin Hyter:

Drug Court Update:

The County Board approved funding Drug Court for the remainder of 2017. However, state funding may be available instead of county funding, but the appropriations have not been made yet. A sustainability plan is needed for Drug Court. I am attending grant training this month and I am applying for two grants before the end of the month as well for additional resources.

We currently have 11 participants in Drug Court. **We are in need of more!!** Several emails have been sent to attorneys to help facilitate this intake process. For those that did receive emails, please consider referring clients to our program.

Our next Drug Court graduation is tentatively planned for August 1<sup>st</sup>.

Several of our participants, team members, and alumni will attend Sober Fest in Kasson, MN on July 29<sup>th</sup>. Our Drug Court will have a softball team for this event. We will play against other Drug Courts within the Third District.

Ten Drug Court team members attended the State Treatment Court Conference June 7-9. Lots of information was gained over these three days. There was also confirmation given in many ways that we are following best practices here in Winona. Our Drug Court is a model for others. We seem to be running a very effective program. There are some changes that might be made as a result of our conference to even make our program better. It was great to have almost our entire team attend; this shows true dedication and desire to make our program the best it can be!

**Courts Committee Meeting Minutes**  
**July 20, 2017 at 8:00 a.m.**  
**Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp, Karin Sonneman, Caryn Hyter, Wendy Van Duyne, Ben Klinger, Callie Schmidt (Common Ground), Eric Spagenski (Common Ground), Michael Kuehn, Lindsey Lancette

**Minutes by:** Lindsey Lancette

**Drug Court Update (Carin Hyter):** There are currently 11 participants with one graduation later this month. There is one new participant who has been approved and two graduates in the relapse phase. The state has authorized \$89,000 in funding, but the drug court will need to meet the state's funding formula (20-25 participants, preferably closer to 25). Members of the drug court team will have a meeting to work through the screening phase and ensure that people are being referred to the program. There is also an event for various drug courts in the area called Soberfest. It will be held on July 29 and will be an all-day event.

**Gateway Programming through Common Ground (Eric Spagenski):** The program is fully operational and the house funding will be renewed on August 1. The house is currently full with 16 participants. Eric Spagenski wanted to make sure that people are aware of the program, such as through a court order or DOC referrals. He stated that he could send out brochures for the judges and jail intake to have as a reference. Judge Buytendorp stated that attorneys with clients who would like to take advantage of the program should ask the court for Gateway programming and the court will grant it pursuant to jail policy. Ben Klinger stated that the jail can generally work with such an order and keep the clients in the annex area absent serious behavioral problems or warrants in other counties.

**Open House (Karin Sonneman):** There will be a courthouse open house on September 24 from 11:00-4:00. The open house will feature a tour of the courthouse and various stations. There will also be an ASAP mock trial and a reenactment of July's drug court graduation. Karin Sonneman will be reaching out to Amy Klobuchar and invite her to attend.

**Courthouse Security Grant (Wendy Van Duyne):** The state has provided \$13,000 in funding for courthouse security and hopes to have the money out by August. The courthouse will be getting a metal detector with this funding. There is a requirement that Winona county pay 30% in kind and Wendy Van Duyne has worked out with the sheriff's department that the department will oversee the metal detector one day per week and on high profile cases. This schedule will be randomized so that this security will not fall on the same day every week. There will be an update on this process at the next meeting.

**Meeting adjourned:** 8:25 a.m.

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

**Courts Committee Meeting Minutes**  
**August 17, 2017 at 8:00 a.m.**  
**Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp, Judge Leahy, Karin Sonneman, Carin Hyter, Wendy Van Duyne, Ben Klinger, Michael Kuehn, Kalene Engel, Scott Lissick (NextGen Monitoring), Greg Elia (SCRAM), Lindsey Lancette

**Minutes by:** Lindsey Lancette

**Drug Court Update (Carin Hyter):** There are currently 12 participants, two of which are in the relapse phase. Based on the state coordinators' meeting, things are going well with Drug Court. Soberfest went well and, based on participant feedback, Carin Hyter and Bill Moe will try to coordinate monthly events for Drug Court participants and alumni. Carin Hyter is also working on creating biannual events for the Drug Court team. She is also working on PR for the jail because Drug Court does not have the best reputation among inmates.

**NextGen Monitoring Presentation (Scott Lissick and Greg Elia):** Scott Lissick from NextGen and Greg Elia from SCRAM made a presentation on various products, including GPS, RemoteBreath, and monitors for house arrest. Judge Leahy was curious about the price of the programs in comparison to the programs already in place and Ben Klinger was looking for work release-based solutions.

**Court Reminders (Kalene Engel):** Hennepin County has a pilot program in sending text or e-mail reminders to defendants regarding their court dates. Though there is no report yet, it is anticipated to be a successful program that will be rolled out in other counties covering the Twin Cities and surrounding suburbs and statewide rollout shortly after. Kalene Engel brought up the possibility of having Winona do its own pilot program. Wendy Van Duyne initially had concerns about giving the clerks another form to work with in court, but Ben Klinger mentioned that law enforcement may be able to add the necessary forms to those that defendants fill out before coming to court. Wendy Van Duyne also had concerns about choosing a vendor before the statewide rollout. The Committee agreed to table this until she had her meeting with state officials in October or until the state asked counties to volunteer for the program.

**Courthouse Safety Update (Wendy Van Duyne):** To get the courthouse security funding discussed at the last meeting, the state has to draft an agreement that would be signed off by the necessary parties. However, there is no such agreement to be found, so the state has not released the funding for courthouse security. The courthouse also got new doors, although they are not the kind with magnetic closures.

**Meeting adjourned:** 9:06 a.m.

**Next Meeting:** September 21, 2017 at 8:00 a.m. in the Court Administrator's Conference Room

**Courts Committee Meeting Minutes  
September 21, 2017 at 8:00 a.m.  
Court Administrator's Conference Room**

**Attendees:** Carin Hyter, Wendy Van Duyne, Kalene Engel, Karin Sonneman, Michael Kuehn, Bruce Wemette, Terri Henderson, Lindsey Lancette

**Minutes by:** Lindsey Lancette

**Drug Court Update (Carin Hyter):** There are currently 16 participants in drug court. There are another 25 people who are eligible, three of whom are being processed for participation. Carin Hyter will have a video for the Open House, though it may be used for other events. The Drug Court portion of the Open House will have one or two graduates speaking, as well as various current participants. Carin Hyter mentioned that Drug Court is currently struggling with finding housing for participants.

**Cam Systems Presentation (Bruce Wemette):** Bruce Wemette made a presentation on the different CAM products used in Winona County, which include SOBERLINK, TRAC, GPS, PharmChem Drug Patch, and SCRAM. He described common situations where a specific product may be used. He also mentioned that he was looking into new GPS systems.

**Courthouse Open House (Karin Sonneman):** The Courthouse Open House is in good shape. There will probably be a lot of students from Winona State, as many instructors are making attendance at the Open House mandatory or are offering extra credit for attending. Kalene Engel mentioned that volunteers may want to take pictures of the events.

**Meeting adjourned:** 8:41 a.m.

**Next Meeting:** October 19, 2017 at 8:00 a.m. in the Court Administrator's Conference Room

# Electronic Home Monitoring (As of 03/27/17)

## CAM Systems—SE Minnesota

Bruce: (507) 450-8802 or 1-800-208-3244 Ext 8

Michele: (507) 312-9337

**\*\*Prices (Hookup fee includes first & last week of service)\*\***

### Alcohol Monitoring

Soberlink/TRAC: \$168 hook up-----\$7/day = \$49/week

SCRAM: Internet----\$231 Hookup-----\$11.50/day = \$80.50/week

Land Line (Analog phone line, not Digital)

\$210 Hookup-----\$10/day = \$70/week

GPS + Soberlink/TRAC Combo: \$252 Hookup-----\$13/day =  
\$91/week

GPS (Work Release): \$182.00 Hookup----\$8/day = \$56/week

**\*\*↑All above services are preferred to be paid via credit/debit card↑\*\***

Drug Patch: \$130 Hookup (Covers 1<sup>st</sup> & 2<sup>nd</sup> Patch)

\$60/patch biweekly

**\*\*Money is to be placed on inmates account for Drug Patch hookup unless CAM Agents advise other arrangements—follow up is via money order @ appointment\*\***

# CAM Client Intake Sheet

Client:	Address:	City/State
DOB:	Offense:	Zip:
Home Phone:	Cell Phone: <input type="checkbox"/> Smart Phone	<input type="checkbox"/> Adult <input type="checkbox"/> Juvenile
Start Date:	End Date:	SSN:

Payment Type:  County Check  Money Order  Credit or Debit Card  
**(Must have money before hook-up. If using Credit or Debit card it must be on hand at the time of hook-up.)**

EQUIPMENT	OPTIONS/PRICE	COMMENTS
→ SOBERLINK (Alcohol)	<input type="checkbox"/> Cellular - \$7/day \$168 up front includes 2 wks of svc	
→ TRAC (Alcohol)	<input type="checkbox"/> With active GPS tracking \$13/day \$252 up front 2 wks	
Electronic Monitoring	<input type="checkbox"/> HOUSE ARREST(GPS) \$8/day/\$182 includes 2 wks of svc <input type="checkbox"/> w/Soberlink \$13/day \$252 upfront includes 2 wk of svc	
→ GPS	<input type="checkbox"/> Active GPS Monitoring - \$8/day\$182 includes 2 wks Inclusion or exclusion zones:	
→ ArmChem Drug Patch	<input type="checkbox"/> First Month \$130; All continuous months \$120	
→ SCRAM (Alcohol)	<input type="checkbox"/> Landline <input type="checkbox"/> Ethernet (Internet) 11.50/day \$231 upfront includes 2 weeks of service	

**2 weeks monitoring plus the hook-up fee, paid by a debit or credit card is required at the time of hook-up. Card will be used for automatic withdrawals on weekly basis unless other arrangements noted.**

Hook-up at: <input type="checkbox"/> Winona County Jail <input type="checkbox"/> Houston County Jail <input type="checkbox"/> Wabasha County Jail <input type="checkbox"/> Other:		
<input type="checkbox"/> Pre-Trial Release	Bill to: <input type="checkbox"/> Client <input type="checkbox"/> County	County Status: <input type="checkbox"/> Full or
<input type="checkbox"/> Under Sentence		<input type="checkbox"/> Partial
Special Instructions or Comments:		
Assigned Agent/Atty:	Phone: Email:	Date:
Alternate Contact:	Phone:	Email:

**Email to: Bruce Wemette @ bwemette.cam@gmail.com  
 Ph # 507-450-8802 or 312-285-7818**



**Winona County Criminal Justice Coordinating Council**  
**Courts Committee/Pre-Trial Services Workgroup Minutes**

The Courts Committee did not meet in October of 2017.

The next meeting of the Courts Committee is on November 16, 2017 at 8:00 a.m. in the Court Administration Conference Room

**Courts Committee Meeting Minutes**  
**November 16, 2017 at 8:05 a.m.**  
**Court Administrator's Conference Room**

**Attendees:** Kalene Engel, Judge Buytendorp, Ben Klinger, Wendy Van Duyne, Carin Hyter, Michael Kuehn, Lindsey Lancette

**Minutes by:** Lindsey Lancette

**Strategic Planning:** Judge Buytendorp noted that there have been very few agenda items for the past few months and mentioned that it would be a good idea to have a strategic planning meeting next month to discuss what the Courts Committee would like to see in the future. Kalene Engel said that she would review previous meeting minutes to see if there are any topics that need follow-up.

**Drug Court Update (Carin Hyter):** There are currently 13 participants in drug court. There are an additional two or three people who are being screened and several more who are eligible. Carin Hyter has been doing more community outreach to talk about drug court and has received a lot of positive feedback. Next week, she will be speaking at an ASAP meeting about addiction. There will be a community Thanksgiving event next week.

**Flow of Public Defender Applications (Mike Kuehn):** Mike Kuehn described some issues that the public defender's office faces when a public defender application is completed and signed within 24-48 hours of a defendant's next hearing. Wendy Van Duyne and Kalene Engel said that this issue should be brought up with the jail. Ben Klinger said that he would discuss this with the jail and make sure that the jail staff follows up with in-custody defendants regarding their applications. The courtroom deputies may also be able to track which defendants are ordered to complete a public defender application and give jail staff a better idea of which defendants need follow-up with their applications.

**Courthouse Safety Update (Wendy Van Duyne):** The funds have still not been released and there is currently no definite timeline for when they will be released.

**Next Meeting:** December 21, 2017 at 8:00 a.m. in the Court Administrator's Conference Room

**Courts Committee Meeting Minutes**  
**December 21, 2017 at 8:03 a.m.**  
**Court Administrator's Conference Room**

**Attendees:** Judge Buytendorp, Michael Kuehn, Karin Sonneman, Wendy Van Duyne, Carin Hyter, Lindsey Lancette

**Minutes by:** Lindsey Lancette

**Drug Court Update (Carin Hyter):** The 2018 trainings for members of the drug court team have been solidified, including a "tune up" in September. Carin Hyter met with Trish to increase the flow of potential drug court participants and will meet with Karin Sonneman about the possibility of screening applicants based on probation violations in addition to felony charges. Many drug court participants received items from a Shopko giving tree and Restorative Justice gifted some blankets for the children of the participants. There will be a pizza party after drug court on December 26.

**Strategic Planning:** Next month's meeting will involve strategic planning to discuss the goals of Courts Committee. Wendy Van Duyne will take the outstanding topics from Kalene Engel's list and compile a list of possible goals and future discussion topics.

**Courthouse Safety Update (Wendy Van Duyne):** The state finally released the agreement and it has been forwarded to the county. Wendy Van Duyne thinks that things may be up and running by March 2018.

**Meeting adjourned:** 8:43 a.m.

**Next meeting:** January 18, 2018 at 8:00 a.m. in the Court Administrator's Conference Room