

**2017 Jail & Jail Alternatives  
Committee Minutes**

**January – December**

**Criminal Justice Coordinating Council  
Jail & Jail Alternatives Committee  
January 26, 2017 at noon  
Kensington Banquet Room**

**Present:** Justin Green, Mary Olson, Kalene Engel, Judy Gilow, Ben Klinger, Mattea Schmitz, Madeline Brown, Ryan Moen, Latrisha Green, Karen Bunkowski, Steve Buswell, Marie Kovecsi, Karin Sonneman, Amy Moe

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 12:05 a.m.

**Approve Minutes from last meeting (December):** Approved after adding Mary Olson as an attendee.

**Common Ground Recovery House Update (Mattea):** There will be an open house at the Recovery House at 730 W. Broadway on February 8<sup>th</sup> from 2 to 5:30 p.m. The home is certified for 16 adult men and is scheduled to open in February. Steven Connington, formerly of the Mayo Clinic Fountain Centers, will be the therapist at the house.

**CARE Updates:**

- **Grant Updates:** After Karin submitted a formal request to Personnel for the hiring of a Case Aide in early January, there has been some small movement towards hiring. Latrisha's wage rate has not been adjusted. It is hoped that both issues can be resolved soon.
- **Program Updates:** Latrisha just submitted grant reports for both the old grant and the new grant. The number of Level 3 clients has remained at approximately 30 clients. The supervision of a budget for CARE will be moved to the Sheriff's Department, effective January 1<sup>st</sup>.
- **Connections Program:** Mary is considering changing the time that the program is being offered to later in the day/evening in order to be able to include people who are out on work release or STS during the day.

**JMHC Grant Updates:**

- **Update from Administration (via Kalene):** Following the County Board Meeting on January 24<sup>th</sup>, Administrator Fritz sent out an e-mail summarizing his understanding of the steps that would be taken in the future regarding the jail and JMHC/CARE Grants, as follows:
  - The CJCC Jail and Jail Alternatives Committee will make a presentation to the County Board in a working session sometime in February. The purpose of the presentation is to educate everyone one on the entire justice system and identify how the jail fits in.
  - The Sheriff's office will organize tours of other facilities such as Clay County, Goodhue, etc. sometime in the spring or early summer.

- The Sheriff's office will continue to communicate with NIC to determine when PONI training will be available.
- CJCC Outreach Committee will continue its efforts to develop a public communication plan to educate citizens and solicit input on the criminal justice system, and in particular, community needs as they relate to the jail.
- CJCC will continue to implement current grants associated with improving jail support services.
- The Sheriff's office will reach out to surrounding counties and gauge their interest in collaboration.  
CJCC will continue to work with the County to determine what data is necessary for the needs assessment and how to gather that information
- **Recap of Grant (Kalene):**
  - Kalene summarized the main components of the grant, and the progress on those components, as follows:
    - Video Teleconferencing: This component of the grant is intended to provide secure teleconferencing linkages between the Winona County Jail and Wabasha and Houston County Jails for the purposes of programming for Winona County inmates housed remotely. The MIS Consultant, John Goodman, has been working on this component, providing information as well as a live demo of the service. He has also been in communication with County IT and Houston and Wabasha County regarding hardware capabilities and needs.
    - Mental Health Training: This component includes two types of training (1) an 8 hour Mental Health 1<sup>st</sup> Aid Training for 50 individuals in the justice system and (2) CIT Training and Train the Trainer Training for 3 Sheriff Dept. employees. Kalene has reached out to the training providers for both trainings to discuss date/time/locations of trainings. For both trainings, it will be necessary to identify the individuals who will be receiving the training.
    - Health Information Exchange: The health information exchange component is intended to allow for increased information sharing between agencies/providers on criminal justice-involved individuals with mental health issues. The platform that will be used is the existing PH-DOCs software which is already being used in Winona and other counties for public health information. The software developer is working on an easier interface for HIE users, so that they only need to learn a portion of the PH-DOCs functions. Since HIPAA seems to be a significant barrier in Winona County vis-à-vis information sharing, Kalene requested that the Technical Assistance Provider for the grant seek out HIPAA trainings. The MIS consultant on this component is the same person who is handling the video teleconferencing component—John Goodman.
    - Jail Intake Worker: This component involves hiring an individual who will be responsible for the “front-end” interaction and information gathering and referral for new jail admittees. At an administrative team grant meeting held in early January, Administrator Fritz clarified that a formal request from a department head was necessary in order to start the hiring process. Karin has since submitted

that request and Personnel is working on finalizing the position description. This component also involves the hiring of other contractors, including a data collection specialist, grant manager and grant evaluator.

- **Data:** Data collection and analysis is not a separate component of the grant, per se, but is something that overlays all other components. In other words, the grant requires us to collect relevant data at various stages. Kalene has already started gathering data that is currently being collected.
- **Task Force (Karin):** Per the grant terms, a task force must be established to implement the grant. Karin had sent out an e-mail early in the month requesting volunteers to serve on the task force. She will be out for medical reasons starting in early March, so she has asked Kalene to co-chair the task force. Persons interested in the task force should contact Karin and she will have her assistant arrange an initial meeting.

**Justice System Presentation to County Board (Latrisha):** The workgroup has come up with a tentative plan for the presentation, as follows:

1. Short overview of the criminal justice system;
2. A more specific, step-by-step discussion of the process, using the Sequential Intercept Map and the Seven Decision Points as a guide. This step will include video clips from people performing different tasks in the process;
3. Interactive case examples, based upon realistic fact scenarios, which will allow the commissioners to “step into the shoes” of the individual going through the process.

Kalene noted that she has compiled several data charts to be included in the presentation. Ryan Moen, intern with CARE, has been working on analyzing the “superutilizer” data of the top 20 consumers of the jail over a two year period. After discussion, it was agreed that the target date for the presentation to the board will be from 5-7 p.m. on February 28, 2017. Karin will make arrangements to get it scheduled through administration.

**Adjourned:** 12:54 p.m.

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

**Criminal Justice Coordinating Council  
Jail & Jail Alternatives Committee  
February 23, 2017 at noon  
Kensington Banquet Room**

**Present:** Ryan Moen, Sarah Anderson, Mike Kuehn, Karin Sonneman, Mary Olson, Kalene Engel, Ben Klinger, Justin Green, Latrisha Green, Marie Kovecse, Chris Rogers, Karen Bunkowski.

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 12:05 a.m.

**Justice System Presentation to County Board (Latrisha):** Committee members reviewed and discussed the draft presentation and handout. The time for the presentation has been reduced, so the video vignettes will have to be saved for a different time. The “superutilizer” section of the presentation prompted significant feedback. Everyone was in agreement that future sessions would probably be necessary to address other aspects of the system and answer questions. For Monday’s presentation, the focus will be on an Overview of the System, Superutilizer Data and Existing Programs and Staff (related to the jail). The presentation is scheduled to begin at 5:00 p.m. at the County Board Room.

**Adjourned:** 1:10 p.m.

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

**Criminal Justice Coordinating Council  
Jail & Jail Alternatives Committee  
March 30, 2017 at noon  
Kensington Banquet Room**

**Present:** Ryan Moen, Mike Kuehn, Mary Olson, Kalene Engel, Ben Klinger, Justin Green, Latrisha Green, Marie Kovecsi, Chris Rogers, Karen Bunkowski, Amy Moe, Don Cratchy, Judy Gilow, Helen Newell

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 12:00 p.m.

**CARE Update:** CARE is providing Level 3 case management services to 24 clients. Many of these clients have jobs and housing. With the upcoming hire of the Jail Intake Worker, the CARE Program is focusing on reentry services as opposed to pretrial services.

**Debrief on Justice System Presentation to County Board:** Committee members agreed that last month's presentation to the County Board went well. Many people commented that it was nice to see the big picture as far as how the systems work together and how a single incident can involve so many agencies/entities. Kalene has not received any requests for additional information from the Board, which seems to be waiting for the PONI (Planning of New Institutions) Training to revisit the issue. Marie reported that the Commissioners are planning to visit other jails and believed that each of them had visited the Winona County Jail. Marie did a ride along with Sheriff Department transport staff on a trip to Houston County so that she could better understand the process. Dr. Ruth Charles is going to present to the Winona County Board on ACES (Adverse Childhood Experiences) on April 25, 2017. The PONI training is set for May 22<sup>nd</sup> through 24<sup>th</sup> in Winona. The training will have slots for 16 people to attend, so those people will need to be identified (this item will be on the April 2017 CJCC agenda). Kalene noted that the National Institution of Corrections will likely have some homework assignments for people to complete prior to the training.

**Public Relations Approach to Jail Issue:** The JJA Committee will be partnering with the Community Outreach & Diversity (COD) Committee to develop a public relations campaign regarding the jail. Justin suggested doing a presentation for the public similar to what we did for the County Board. Members identified possible groups to give a presentation to, as follows: Learning Club; Township Officers; service clubs; Human Rights Commission; city councils, Friendship Center, Chamber of Commerce and colleges. The COD Committee may be planning an anniversary celebration for CJCC (10 year) and Drug Court (5 year) later this year, so it might be possible to incorporate the jail issue into those activities. Mary suggested talking to Houston and Wabasha County leaders about how they approached the issue, since both counties recently constructed jails. Marie noted that over half of the 1<sup>st</sup> day of training was devoted to the topic of "building support & community values." Kalene noted that there was likely a plethora of information available on the topic from the NIC and that it would be helpful to have a workgroup parse through the information and recommend an approach. Judy, Justin, Ben and Latrisha volunteered to serve on the workgroup.

**Other:**

- Kalene encouraged everyone to sign up for the webinar referenced in the agenda entitled “Conducting Timely Mental Health Screening and Assessment in Jails.”
- The Jail Intake Worker position which was created as part of the JMHC Grant has recently been approved by the County Board. The Personnel Department is accepting applications for the position.
- Justin and Judy attended the Stepping Up Rural Network Call. Based upon the information sharing that was done during the call, Winona County is ahead of the curve on some issue. Justin reported on Winona County’s progress. Common themes mentioned were CIT Training, telehealth and social workers in the jail.

**Adjourned:** 1:10 p.m.

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

**Winona County Criminal Justice Coordinating Council**  
**Jail and Jail Alternatives Committee Meeting**

The Jail and Jail Alternatives Committee did not meet in April of 2017.

The next meeting of the committee is on May 25, 2017 at noon in the Kensington Banquet Room.



**Criminal Justice Coordinating Council  
Jail & Jail Alternatives Committee  
May 25, 2017 at noon  
Kensington Banquet Room**

**Present:** Mary Olson, Kalene Engel, Ben Klinger, Justin Green, Latrisha Green, Marie Kovecsi, Don Cratchy, Judy Gilow, Jessica Shattuck, Amy Moe

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 12:05 p.m.

**Approval of March Minutes:** Approved without changes.

**CARE Update:** CARE is providing Level 3 case management services to 33 clients. Jessica Shattuck was hired in late March as the CARE Case Aide. In an attempt to better coordinate communication/handling of CARE clients, after obtaining informed consent from CARE clients, Latrisha will be sending a summary of the CARE client's case plan to defense attorneys and probation officers.

**PONI Training:** The National Institute of Corrections held a Planning of New Institutions (PONI) Training in the County Board Room from May 22-May 24<sup>th</sup>. Kalene, Marie, Ben and Judy attended all or a part of the training. The training was very comprehensive and led the participants through a pretend, but realistic scenario of a county which was facing a decision to build a new jail. Some key takeaways from committee members who participated include the following:

- A critical and necessary initial step will be to hire someone to lead the county through the process or have an existing employee do the job while hiring someone else to fill in for them during the planning/implementation process. There is a lot of work involved and it is not fair nor reasonable to expect an existing employee to be able to do the job in addition to their current job.
- Data will be extremely important to inform the planning process. This data will have to come from multiple sources and will likely not be easy to obtain.
- There was some mention of juvenile facilities at PONI, but not a lot. Given the amount of money that Winona County is spending on juveniles, more thought and attention needs to be given to this issue. County leaders need to have discussions on alternatives to the current method.
- Concerns were continually raised about "mistakes" made by neighboring counties in the construction of their jails. It will be important to follow the process and not try to take shortcuts.
- Nothing will happen overnight and nothing will happen unless the County Board continues discussion on this. The Department of Corrections will likely be monitoring Winona County's action (or inaction) and if nothing significant is done, may impose the same type of restrictions (i.e. closure) that prompted our neighboring counties to construct their justice centers.

**Discussion of Public Relations Approach to the Jail:** With the agenda, Kalene distributed an NIC publication entitled "Building Community Support for New Jail Construction." Based upon this article and other input, Justin and Latrisha created a preliminary outline of a plan for public relations. Both agreed that it would be important to focus on education, identifying common beliefs about the jail and providing accurate information about the function of a jail (who is in jail, why, how long, etc.). See the attached handout.

**Adjourned:** 1:10 p.m.

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

### *Round One Goal*

Create a community that is informed on current issues in criminal justice in Winona County, most notably the future of the jail

**Why should the Community Care?** Address the common beliefs of the general public about justice involved individuals. Address these questions: Why should a county have a jail? Why is a jail unnecessary? “Lock them up and throw away the key?”

The Answer: Public Safety, Effective Preventative/Rehabilitative Measures and Cost Savings

*What?*

### **Create a Risk Report Incarceration Footprint**

**-Jail Cost:** What does it take to operate the jail?

- Staff, Housing, Food, Transport, (Gas, Wear and tear on the vehicle), other expenses
  - How much is paid back by the detainee? (~9%) How much cost does the taxpayer spend?

### **Demographics:**

- Who are the inmates? What are their charges? Averages –Violations – What types? % Mental Health – % Chemical Dependency, et cetera.

### **They are Community Members:**

- What happens to inmates after discharge?
  - Identify barriers to success & logical gaps in services (i.e., no systematic DA sans CARE)
- % of people who reoffend / violate / new charge / new conviction
  - This will un-mask the idea of a dangerous and hopeless criminal by identifying patterns.
  - Patterns will suggest interventions and other options

### **Successes of the Winona County Jail**

- Jail Programming
- Annex
- Effective Staff
- Other wins

### **Limitations of the Jail**

- Design
- Space – the programming (rehabilitative) space and other spaces are limited
- Other limitations

**Round Two Goal:** What is the “right” thing to do? (Answer to the question of whether the County should build a jail?)

What is the “profitable” thing to do? (Answer to the question of whether the County should build a jail?)

WHEN?

Depends upon schedule adopted by County Board and administration

HOW?

Written

Op-ed pieces in WDN, WP, St. Charles Press, Lewiston Press

Oral

Presentations on request to civic groups, community groups, church groups, etc.  
Announcement of availability at appropriate time

**Winona County Criminal Justice Coordinating Council**  
**Jail and Jail Alternatives Committee Meeting**

The Jail and Jail Alternatives Committee did not meet in June of 2017.

The next meeting of the committee is on July 27, 2017 at noon in the Kensington Banquet Room.

**Criminal Justice Coordinating Council  
Jail & Jail Alternatives Committee  
July 27, 2017 at noon  
Kensington Banquet Room**

**Present:** Kalene Engel, Ben Klinger, Justin Green, Latrisha Green, Marie Kovecsi, Don Cratchy, Judy Gilow, Jessica Shattuck, Trisha Chandler, Callie Schmidt, Eric Spagenski

**Minutes by:** Kalene Engel

**Welcome & Call to Order:** 12:05 p.m.

**CARE Update:** Last quarter, CARE sent letters to 101 possible participants and received 46 responses. All of the respondents were screened via the GAIN-SS. Three individuals graduated and several individuals who had voluntarily terminated services previously returned to the program. Jessica Shattuck has started to work with some of her own clients. Latrisha has been providing case updates to probation, when approved by the client, to better coordinate reintegration efforts. Feedback on the updates has been positive.

**Jail Programming**

- **Introduction of Jail Intake Worker:** Trish Chandler was introduced as the new Jail Intake Worker, which is the new position that was created by the Justice and Mental Health Collaboration Grant. Trish started at the end of June and is co-located with Latrisha in the CARE Office. She has been undergoing training for the past month and is excited to start performing her regular job duties. Welcome aboard, Trish!
- **Review of Current Jail Programming:**
  - Health Insurance: Ben is working with Community Services to extend the health insurance cut-off date for jail inmates.
  - Religion: In addition to existing programming, Jack LaValle has started to offer a Religious Recovery class on alternate Tuesday nights.
  - Employment
    - Express Personnel is no longer offering classes in the jail because Chris Dembiec no longer works there.
    - Workforce Center is coming into the jail once every two weeks to teach employment-related classes. A Workforce Center representative also comes into the jail, by appointments, to work with specific inmates, as needed.
    - Inmates with Huber privileges are allowed out of the jail for job search and jobs.
  - Work Release
    - Any sentenced individual who can be assigned to the Annex can receive Huber privileges per jail policy. Non-sentenced individuals can receive Huber privileges by Court order.
    - STS is still offered and is well-attended.

- Texting: Reliance Telephone, which provides inmate telephone services, has expanded its services to include texting, with costs paid by the inmates or text recipient. The jail has been using this system for approximately 3 months and is pleased with it thus far. It is more convenient for the inmates and easier for jail staff to monitor.
  - Mental Health: Don Cratchy facilitates a Connections Program in the jail on Thursdays from 9:30 to 11:00 a.m. for anyone who would like to attend.
  - Chemical Dependency:
    - NA/AA is still offered.
    - Common Ground will soon be starting the Gateway Program (see below).
- **Edovo Program**: Ben is interested in offering Edovo programming in the jail. Edovo is a secure electronic, tablet-based system that offers a wide variety of programs, including educational programming like GED classes, as well as entertainment, such as approved games and movies. The system is a “learn to earn” system, which means a participant “earns” entertainment time only after participating in educational programming. The programming would allow the jail to offer more programming electronically, as “locking down” the internet for approved uses has proven to be difficult. Ben is working with neighboring counties to see if there is interest in collaborating on the program. He is also exploring financing options.
  - **Gateway Program**: Eric Spagneski and Callie Schmidt from Common Ground gave a brief overview of the Gateway Program (see attached informational page). The program is three weeks in length and is a closed group, meaning everyone starts at the same time. The program is based upon New Direction curriculum and will be held two days per week for 3 hours per day. Referrals are welcome from anyone, including self-referrals.

**Update on Jail/Justice Center Planning:** The County Board is forming a Jail Advisory Committee and is seeing three representatives from the CJCC to serve on the committee. Several CJCC members will already be on the committee due to their positions. This item will be on the August 2<sup>nd</sup> CJCC agenda.

**Adjourned:** 1:15 p.m.

**Next Meeting:** August 24, 2017 at noon at Kensington Banquet Room

**Winona County Criminal Justice Coordinating Council**  
**Jail and Jail Alternatives Committee Meeting**

The Jail and Jail Alternatives Committee did not meet in August of 2017.

The next meeting of the committee is on September 18, 2017 at noon in the Kensington Banquet Room.



**Criminal Justice Coordinating Council**  
**Jail & Jail Alternatives Committee Meeting**  
**September 28, 2017 at noon**  
**Kensington Banquet Room**

Present: Kalene Engel, Ben Klinger, Trisha Chandler, Morgan Martenson, Jessica Shattuck, La Green, Amy Moe, Eric Spagenski, Steve Coddington

1. **Approve Minutes from July Meeting:** Approved without changes.
2. **Common Ground Recovery Housing:** Eric Spagenski and Steve Coddington provided an update on the CG Recovery Housing. Ownership of the home has changed and a settlement agreement is pending regarding the licensing issues. Currently, the 16 bed home is full, with about half of the residents from Winona County and funding mostly provided by GRH (group residential housing). The goal is to have the home become a low/medium intensity halfway house, somewhat like Pathways in Rochester. As a halfway house, the funding will be more comprehensive, including funding for treatment. Residents are currently receiving outpatient treatment but it is not funded through GRH. Most residents are staying 90 days or less. Referrals can come from anyone; the best way to make a referral is to call 507-615-0101 and speak to the intake coordinator.
3. **CARE Updates:** CARE has 44 clients, 30 of whom are active. Two interns, Morgan and Jemima, are helping La and Jessica. CARE Staff will be attending the Collaborative Reentry Summit in the Twin Cities in early October. La will also be attending Masters Training in ACES (Adverse Childhood Experiences) during the same week. La had an opportunity to be a peer reviewer for justice system grants, which was a great experience and particularly insightful regarding the sustainability components of the grant. The Bridges Clinic and Neighborhood Family Clinic are resources for free (Bridges) and low cost (Neighborhood) medical services. La is giving a presentation to the History Center Learning Club on October 9<sup>th</sup>.
4. **JMHC Grant:** It has been a year since the grant program started. La and Ben are being cross trained to perform backup to Trish on the bail evaluations, as DOC is unwilling to do so. Trisha has recorded the steps she takes in the bail evaluation process. She met with the judges and received feedback on what they would like from bail evaluations. La and Trisha are working on completing referral sheets to be given to defendants who are released from jail. Trisha has been collecting some data but will need to collect more starting October 1<sup>st</sup>.
5. **Housing Issues:**
  - **Poverty Roundtable:** The leadership team of the Poverty Roundtable is exploring the possibility of establishing a transitional housing facility in Winona and is seeking volunteers for a workgroup focused on transitional housing. Justin Green is collecting names of those interested—jgreen466@live.com
  - **Warming House Update:** The Winona Warming House is seeking additional volunteers as well as a place to store patrons' belongings.

- Community Collaboration Summit (CCS) on Housing: This year's CCS will feature and poverty simulation which is intended to expose participants to the challenges faced by people living in poverty. The event will take place on October 26<sup>th</sup> at the Winona Middle School from 6 to 8:30 p.m.

6. Update on Jail/Justice Center Planning: No update available.

**Meeting Adjourned:** 1:04 p.m.

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

**Winona County Criminal Justice Coordinating Council**  
**Jail and Jail Alternatives Committee Meeting**

The Jail and Jail Alternatives Committee did not meet in October of 2017. Members of the committee were encouraged to attend the Community Collaboration Summit on the evening of October 26, 2017, particularly the Poverty Simulation.

The next meeting of the committee is on November 30, 2017 at noon in the Kensington Banquet Room.



THE WINONA COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL AND  
WINONA AREA PUBLIC SCHOOLS COMMUNITY EDUCATION PROGRAM  
ARE PLEASED TO INVITE YOU TO THE FOLLOWING EVENT:

## **2017 Community Collaboration Summit on Transitional and Permanent Supportive Housing: Education and Awareness**

**WHEN:** Thursday, October 26, 2017  
6:00 p.m. to 8:30 p.m.

**WHERE:** Winona Middle School  
Commons Area  
1570 Homer Road  
Winona, MN 55987

### Summit Agenda

6:00-6:10 pm: Networking  
6:10-6:35 pm: Speakers  
6:35-6:45 pm: Break/Setup time  
7:00-8:00 pm: Poverty Simulation  
8:00-8:30 pm: Debrief on Simulation

**WHO:** Anyone interested in learning more about housing services in Winona County or in participating in a poverty simulation highlighting housing issues for individuals living in poverty.

**WHAT:** The main event will be a Poverty Simulation based upon curriculum developed by the Missouri Community Action Network and facilitated by Jennifer Timm, RN, Assistant Professor of Nursing at Winona State University. The Poverty Simulation is an interactive immersion experience in which participants role-play a month (real time = 1 hour) in poverty, trying to maintain their basic needs. The simulated community is a large room. Tables representing community resources and services for families line the perimeter of the room. Participants “live” in the center of the room with their families. The simulation is intended to sensitize community participants to the realities of poverty. For more information about the simulation, visit <http://www.povertysimulation.net/about/>. Prior to the simulation, there will be brief presentations by various organizations, agencies and service providers within Winona County that play a vital role in our housing community. There will be time for attendees to visit informational tables prior to the simulation.

Light refreshments will be served. Free admission.

**RSVP:** Please RSVP to Claire Exley at [cexley@co.winona.mn.us](mailto:cexley@co.winona.mn.us) or (507) 457-6586 by October 21, 2017.

\*Thank you to the Winona Area Public Schools for donating the use of its facilities for this event.

**Criminal Justice Coordinating Council**  
**Jail & Jail Alternatives Committee Meeting**  
**November 30, 2017 at noon**  
**Kensington Meeting Room**

Present: Kalene Engel, Ben Klinger, Morgan Martenson, Jessica Shattuck, La Green, Amy Moe, Karen Bunkowski, Orlando Smith, Marie Kovecsi, Don Cratchy, Justin Green

1. **Approve Minutes from September Meeting:** Approved with the addition of a comment from Rená Patterson of DOC regarding willingness of DOC to assist with bail studies. DOC is willing to assist with bail studies when needed, provided enough advance notice is provided.

2. **CARE Updates:**

CARE is providing case management for 30 clients. For those clients, CARE is providing the following services:

- Housing: 18 clients
- Employment: 11 clients
- Transportation: 8 clients
- Mental Health: 17 clients
- Chemical Dependency: 21 clients
- Pro-Social Activities: 17 clients
- Cognitive/Behavioral: 30 clients

All CARE staff plus Trisha Chandler have been trained in how to administer the GAIN-SS and ORAS. CARE Staff has also undergone motivational interviewing (MI) training plus a 5 hour training on “how to deal with difficult clients.” The intake process is more closely aligned with what was promised in the latest CARE grant application, with most of the CARE interventions taking place at the 3<sup>rd</sup> or later intercept of the Sequential Intercept Model. People working in the CARE office understand the workflow and who is responsible for what tasks, but these must be captured in writing (in a policy and procedure manual).

3. **JMHC Grant:** November 1<sup>st</sup> marked the start of the 2<sup>nd</sup> year of the JMHC Grant, which involved five main components. Some of the components have been implemented; others have not. Due to delays in hiring and/or implementation, we have surplus funds and need to make grant adjustments.
  - **Jail Intake Worker:** Trish is doing bail studies and recently started doing GAIN-SS/ORAS screenings. She is finding out a lot of good information and keeping data. She and CARE staff compiled referral packets that she gives to inmates during screening, as needed. The warm handoffs between the Jail Intake Worker and CARE staff as outlined in the JMHC grant is gradually being implemented.

- Health Information Exchange: Winona Health recently decided to discontinue its use of and support for the WRCC-HIE (the platform upon which the JMHC Grant's HIE was based). Thus, in addition to a lack of progress on implementation including information sharing issues, we now have a lack of technical support. The HIE does not appear to be a viable component of the grant.
  - Mental Health Training: The CIT training and first round of 1<sup>st</sup> Aid for Mental Health training have been completed. We have the materials to provide one more round of 1<sup>st</sup> Aid for Mental Health training and need to schedule it with the right audience.
  - Vidyo Teleconferencing: Use of the Vidyo system has increased over time. La is using it extensively and one other provider is using it for assessments. However, it could still be better utilized. Some of the tasks that still need to be done are as follows:
    - Put a sticker on each computer terminal with a message regarding the security of the connection (Ben).
    - Get a list of all computers on which the Vidyo software has been installed and then add users who could benefit from its use (Kalene to contact John Goodman.)
    - Get a mobile cart set up at County Office Building with appropriate equipment to use for the Vidyo system (Kalene contact Mark Anderson).
    - Research on in-person conferences with public defenders and discuss use of Vidyo System with Jeff Johnson. (Karin)
    - Fix Don Cratchy's Vidyo install (John).
  - Other Personnel: No one has been hired to do the grant management, evaluation or data collection work for the grant. The evaluation component also affects the CARE grant.
  - Divert to What: We still do not have a solution or answer for the "divert to what" question. Through the bail evaluation, screening and assessment stages, we can identify individuals who need mental health intervention, but we have not established any different interventions than what we currently have. Since the JMHC Task Force Meeting for December has been cancelled, Kalene will arrange a meeting between Trish, CARE Staff, Ben, Karin and Steve to discuss. Given the difficulty in communicating with the Federal grant manager, Kalene prefers to request all grant adjustments at one time.
4. Housing Updates: The Poverty Roundtable met in June to discuss housing issues. Their concern is the people that are not included in the agenda of the City housing task force, i.e. the low, very low or no income individuals. Justin recently circulated an e-mail asking for volunteers to talk about goals, vision and mission of a committee to address transitional housing needs/solutions. One idea being considered is to have supported housing for transitioning individuals where they could learn a construction trade. Since

there is a need for construction laborers, this idea might generate some interest (and financing) by contractors. Don relayed his experience with housing for homeless workers in Wisconsin Dells. The lack of supervision in the housing units created many issues.

5. **Update on Jail/Justice Center Planning:** No update available.

**Meeting Adjourned:** 1:08 p.m.

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

**Criminal Justice Coordinating Council**  
**Jail & Jail Alternatives Committee Meeting**  
**December 28, 2017 at noon**  
**Kensington Meeting Room**

Present: Kalene Engel, Orlando Smith, Marie Kovecsi, Justin Green, Judy Gilow, Eric Spagenski, Steve Coddington, Trish Chandler

Call to Order: 12:03 p.m.

1. **Approve Minutes from November Meeting:** Approved without changes.

2. **CARE Updates:**

CARE is providing case management for 51 clients, many of whom are still incarcerated. CARE is providing the following services:

- Housing: 23 clients
- Employment: 18 clients
- Transportation: 18 clients
- Mental Health: 24 clients
- Chemical Dependency: 28 clients
- Pro-Social Activities: 23 clients
- Cognitive/Behavioral: 51 clients
- Referrals: 51 clients

3. **Housing Updates:** A workgroup of the Poverty Roundtable will be meeting on January 4, 2018 at 11:30 a.m. at Volunteer Services to discuss transitional housing needs/resources.

4. **Update on Jail/Justice Center Planning:** At its December 26, 2017 meeting, the County Board approved a contract for Tom Weber to act as facilitator for the Jail Advisory Committee. The first meeting of the committee will be in January.

5. **Other Updates:**

- a. **Opioid Lawsuit:** At the December 26<sup>th</sup> County Board Meeting, Karin Sonneman provided an update on the opioid lawsuit that some states and municipalities are pursuing. Her office is reviewing how much work it would create for Winona County to become involved in the lawsuit. If it is manageable, Winona County will likely join the lawsuit.
- b. **Opioid Film:** In her research on the opioid litigation, Karin came across a film that highlights one communities struggles with the opioid problem. Karin has reached out to other area groups to see if they would like to co-host a showing of this film.



- c. **Yellow Line Project:** Marie attended the Minnesota Association of Counties meeting in December and learned from Blue Earth County about its Yellow Line Project ([www.yellowlineproject.com](http://www.yellowlineproject.com)). She provided the information to Ken Fritz and he is interested in possibly implementing the program for Winona County. Per Marie, the program is an expansion of what we already have in place, but it is very well established and has received funding from the state. A meeting to discuss the Yellow Line Project is scheduled for early January. Kalene will send out the Yellow Line Project to committee members for review and possible inclusion in the committee's strategic plan.
  - d. **Board Meeting with Legislators:** The County Board and department heads are meeting with area legislators on January 19, 2018.
6. **Strategic Planning:** Committee members engaged in a robust discussion of possible strategies/goals for the committee for the upcoming year. The discussion generated the following list of strategic planning elements:
1. Continued monitoring of CARE
  2. Response to requests by Jail Committee (don't remember the formal title)
  3. Continued work on JMHC grant; pretrial services
  4. Work with Courts Committee to strengthen Drug Court
  5. Greater collaboration among criminal justice and social service agencies and private sector

**Meeting Adjourned:** 1:08 pm.

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