

**2018 Community Outreach & Diversity
Committee Minutes**

January - December

Winona County Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Meeting

The Community Outreach & Diversity Committee did not meet in January of 2018 due to the Legislative Outreach Event which occurred on January 20, 2018.

The next meeting of the committee is on February 21, 2018 at noon in the County Attorney's Office.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
February 21, 2018 at Noon
County Attorney's Office**

Present: Kalene Engel, Fatima Said, Claire Exley, Marie Kovecsi, Phil Huerta, Karin Sonneman, Carin Hyter

Minutes by: Kalene Engel & Claire Exley

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

Approval of Minutes: Minutes of previous meeting were approved without changes

Law Day:

- Dates: April 26th (non-Winona Middle School) and April 27th (Winona Middle School)
- Kalene has sent out request for information to last years' participants to see if they want to participate; based upon responses she will extend invitation to other schools, space permitting.
- Mock trial will focus on opioid use
- ASAP Prescription Takeback is on April 28th at Walgreens, so there is a nice tie-in to Law Day.
- Drug Court participants could have a station to talk about their experiences to provide a "real world" feel
- Phil has been in contact with the 6th grade health teacher and can talk with her about opioid use among students
- National theme is separation of powers. On the electronic version of the agenda, there are several links to the website which has interactive modules
 - Karin can briefly explain separation of powers at her learning station but we will not be following that theme
- Committee keep working on it and we will finalize at March meeting

Elected Officials Forum –debrief

- Event was well attended
- The committee thinks the written question format was good. It did not allow for public members to get on their soapboxes and kept the focus on the issues.
 - We will continue with this format next year

Jail Advisory Committee update

- Karin is on the committee
- They are having a jail tour next week
- Will be an aspect of the summit, and will have more tangible topics/ideas in October
- The committee has to complete a 26 page survey about the jail after the tour

County Fair planning

- Last year we did not help the Sheriff's office booth

- ASAP has hidden in plain sight exhibit last year
- We could have information about the jail available at a table
- Karin can ask the jail committee for open ended questions they want the public to answer (ex: what is working well, what can be improved etc.)
- Might be difficult to get staff people for a booth

ASAP update from Phil

- ASAP appreciation event is Monday
- Wellness expo is Saturday
- Lots of events going on with ASAP soon, contact Phil for information and to check them out

Update from Fatima

- She will have an update for this committee after the next CJCC meeting because she will be sharing the findings about immigration and how we can improve our community
- COD committee could get involved with improvements
- Stay tuned for findings presentation

Update from Marie

- High schoolers will be participating in listening sessions about mental health in the near future
- This will include talk about what people do on bad days, who they talk to when have a bad day etc.

Future Meetings: Next meeting is March 21st at noon; April meeting time will switch back to 8am

Adjourn: 12:42 p.m.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
March 21, 2018 at Noon
County Attorney's Office**

Present: Bridget Klinger, Rebecca Church, Chong Sur Vong, Kalene Engel, Claire Exley, Marie Kovecsi, Karin Sonneman, Carin Hyter

Minutes by: Kalene Engel

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

Approval of Minutes: Minutes of previous meeting were approved without changes

Law Day:

- **Topic:** Discussion was had on a proper topic for the mock trial. Some of the teachers were unsure as to whether the 6th graders were aware of opioid abuse. Bullying, especially in light of recent events, was felt by some committee members to be a more appropriate topic. Cyberbullying was the mock trial topic a few years ago, so that script could be modified to include more examples of bullying. Bridget noted that she had a good video on cyber bullying that could possibly be used for the pre-Law Day presentations at the school. Stephanie and Rebecca will work on the script and consult with Bridget.
- **Participating Schools:** Kalene distributed an updated list of participating schools. She is still waiting for confirmation from St. Charles and Bluffview Montessori.
- **Learning Stations:**
 - **Drug Court:** Carin will combine with Karin at the County Attorney's Office Station, unless her help is needed in Court Administration.
 - **Court Admin:** Julie Koop or Lindsay Lancette may be able to help out at Court Admin if they are short-handed.
 - **DOC/Restorative Justice:** Karin will check with Renee about staffing for the DOC/RJ Station.
 - **Public Defender:** Karin will check with the Public Defender's Office about staffing for the PD station.

Volunteers: Karin will check with Lynn Theurer about obtaining League of Women Voters volunteers for tour guides.

Other:

- **Brochures:** After discussion, all agreed that it was not necessary to print the brochure.

- Other: Bridget will look into preparing a crossword puzzle for the kids.

COD as Jail Advisory Committee (JAC) Outreach:

- The Jail Advisory Committee formed subcommittees, one of which is an outreach committee. Karin is on that committee and volunteered the COD Committee to assist with that effort.
- This meeting will constitute the meeting that the JAC COD Subcommittee was supposed to have prior to the next JAC Meeting.
- Committee members brainstormed on ways to publicize the jail issue. Ideas included the following:
 - “Know Your Neighbor” presentations co-sponsored by Leighton Broadcasting and the Winona Rotary and held on the last Thursday of May, June and July
 - A booth at the County Fair with a way to survey residents.
 - Karin will talk to Phil Huerta about sharing a booth with ASAP and will also talk to Cindy Timm about getting a fair booth. (Karin will be on vacation and unable to attend the fair).
 - Facebook page.
 - Carin and Bridget will figure out a way for the community to provide feedback at in-person events.

Future Meetings: Next meeting is April 18, 2018 at 8 a.m.

Adjourn: 12:52 p.m.

Winona County Criminal Justice Coordinating Council
Community Outreach Committee Meeting Minutes
April 18, 2018 at 8am at County Attorney's Office

Present: Fatima Said, Claire Exley, Justin Green, Carin Hyter, Nick Guy, Karin Sonneman, Stephanie Nuttall, Kalene Engel, Phil Huerta, Bridget Klinger.

Law Day Planning/Updates:

- **Script:** Stephanie and Rebecca reviewed the bullying script, made a few tweaks and sent it out to the teachers last week.
- **Tour Guides:** We are in need of more tour guides. Marie, Phil and Nick volunteered for shifts. Kalene will update and distribute the schedule.
- **Stations:** Kalene reviewed the list of presenters.
- **Intro:** Kalene will not be present on the 27th so Karin will do the introduction for the students before they begin their "tours."
- **Pre-Law Day Presentations:** Bridget is finishing up the in-school, Pre-Law Day presentations.

Jail Advisory Committee Subcommittee on Community Outreach

- Bridget, Claire and Carin have not yet held a meeting to discuss they type of presentation/display they want to do on the jail for the Know Your Neighbor events.
- After discussion, they decided to do a large storyboard with information about what the jail is supposed to have (per Dept. of Corrections) and what our jail has.
- Administering a survey was discussed, but the consensus among group members was that it was too early to do so because the general public did not know enough about the issues.
- Kalene noted that the PONI (Planning of New Institutions) Training included some materials on public outreach. She will pull that information and provide it to Karin for distribution to Bridge, Claire and Carin.
- Bridget noted that the dates of the events were 5/31, 6/28, 7/26 and 8/7 (which is National Night Out).
- Phil agreed to donate space from the ASAP booth for a jail display.
- Karin will talk to Helen Newell about securing the Middle School on October 25th for the Community Collaboration Summit on the Jail. That way, we will have a date to provide to people at the summer events.
- Discussion was held about having World Café-type discussions. Fatima noted that discussions were great, but that some action items needed to be generated and completed as a result of those discussions.

Meeting adjourned: 8:45 a.m.

Next Meeting: May 16, 2018 at 8:00 a.m. at County Attorney's Office

Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
May 16, 2018 at 8:00 a.m.
County Attorney's Office

Present: Bridget Klinger, Karina Kujawa, Rebecca Church, Kalene Engel, Phil Huerta, Claire Exley, Marie Kovecsi, Fatima Said, Karin Sonneman, Nick Guy, Lynn Theurer

1. **Call to Order:** 8:03 a.m.

2. **Jail Advisory Outreach Subcommittee:**

- a. **Workgroup Updates:** Bridget, Claire and Carin have been working on a display board which is based on a Chevy commercial. Viewers will be asked to choose statements about the jail which are true—except all of them will be true. They are also planning a second board with some additional facts about the jail. A possible third board will have photo comparisons of the Winona County Jail with other area jails. They are also planning to have a box for people to submit questions.
- b. **Know Your Neighbor Meetings:** The Winona Know Your Neighbor Meetings will be held on the last Thursday of each month in May, June and July, as well as on the National Night Out date in August, as follows:

Date	Location	Time
5/31/18	East End Rec	5 – 7 pm
6/28/18	Lake Park Lodge	5 – 7 pm
7/26/18	Goodview Fire Department	5 – 7 pm
8/7/18	East End Rec	5 – 7 pm

We need volunteers to help staff the display boards and educate the public about jail issues. Claire will coordinate volunteers.

- c. **Winona County Fair:** The Winona County Fair will be held from July 11th through the 15th in St. Charles. After discussion, it was decided that the most appropriate place for the Jail Study Display Boards would be at or near the Sheriff's Booth. Karin will reach out to Sheriff Ganrude about utilizing some of his department's space for that purpose. (Update: Sheriff Ganrude gave permission to use the space as noted above).
- d. **October 25th Community Collaboration Summit:** The tentative date for the Community Collaboration Summit is October 25th at the Winona Middle School. Karin will confirm the availability of the venue with Helen Newell. (Update: Karin confirmed with Helen that the space is reserved for our use).
- e. **Other:** The possibility of displaying the Jail Study Display Boards at the Drug Court Appreciation Event on May 21st was discussed. Karin will discuss social

media outreach on the jail with the Jail Advisory Committee at its May 22nd meeting. Currently, the Winona Police Department, Winona Sheriff's Department and Winona County Attorney's Office Facebook pages could be used for social media feeds regarding the jail.

3. Announcements:

- a. **Project FINE Taste of International Cuisine:** Project FINE's annual dinner fundraiser will be held on June 10, 2018 from 4:30 – 7:00 p.m. at Lourdes Hall. The theme for this year is "Journey to the Caribbean."
- b. **Project FINE Welcoming Lunch:** There are still a few spots available for the next Welcoming Lunch, which will be held on May 21st. Chong Sur Vong is the chef for the evening.
- c. **Happy Birthday to Fatima – TODAY!**
- d. **League of Women Voters Election Work:** The LWV expects to conduct 9-11 election forums this year, as well as facilitate educational forums on the school referendum. Therefore, Lynn will be taking a temporary break from assisting with COD events.
- e. **Ramadan Tour:** There will be a "Women in Islam" event on May 26th at the Winona Islamic Center. Contact Ahmed El-afandi for more information at 507-454-4082.

Meeting Adjourned: 8:35 a.m.

Next Meeting: Wednesday, June 20, 2018 at 8:00 a.m. at County Attorney's Office.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
June 20, 2018 at Noon
County Attorney's Office**

Present: Karin Sonneman, Bridget Klinger, Kalene Engel, Carin Hyter, Rebecca Church, Claire Exley, Marie Kovecsi, Nick Guy, Mike Kuehn, Herman Victoria, Genelle Beck (Workforce Center)

Minutes by: Kalene Engel

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

Approval of Minutes: Minutes of previous meeting were approved without changes

Workforce Center Program: Genelle Beck From the Workforce Center discussed a program that she is organization for employers regarding “hard to employ” individuals, such as those with criminal backgrounds. This program is similar to the “Ban-the-Box” seminar that CJCC sponsored a few years ago. Following are preliminary details on the program:

- Location: Tandeski Center
- Date: August 17, 2018 (note: this is the same day as the Restorative Justice Golf Tournament, so new dates are being considered)
- Time: 8:30 a.m. to 2:30 p.m.
- Fee: No charge
- Intended audience: Employers
- Refreshments: Light lunch
- Suggested program:
 - Presentation of statistics about the population by Mark Schultz of Workforce Center
 - Discussion of legal implications by employment law attorney
 - Panel discussion on resources such as education, work experience, housing—possible presenters from drug court, probation, DEED, DOC, CARE
 - Employer panel discussion on experiences in employing hard to employ individuals
 - Employee panel discussion re: experiences of hard to employ individuals
- Genelle is looking for help with recruiting panelists and emcees, registration and possibly funding for the food.
- Both the County Attorney's Office and CJCC are interested in being a co-sponsor; Herman will check with Fatima to see if Project FINE would also like to co-sponsor
- Kalene, Karin and Carin volunteered to be a part of a smaller workgroup to help plan the details and allocate responsibilities
- Genelle will check the availability of the Tandeski Center and send out new dates so that the conflict with the RJ Golf Tournament can be avoided.

Jail Advisory Committee Outreach Subcommittee:

- The May “Know Your Neighbor” outreach went very well.
 - People were surprised that all of the facts on the poster board were true; many people did not know a lot about the jail.
 - Claire made a box for questions.

- Members discussed other possible events or locations where the boards could be taken in addition to the Know Your Neighbor Events and County Fair. Locations discussed included the library, township officers' meetings and township meetings.
- The creation of a Facebook page was discussed. Instead of creating a new Facebook page, the Know Your Neighbor Facebook posts will be shared on other pages, like the County Attorney's Page and Winona Police Dept. page.
- The next Know Your Neighbor events will be held on June 28th, July 26th and August 7th. The next Township Officers' Meeting is August 8th.
- At the next Jail Advisory Committee Meeting, Karin will ask whether any members would like to attend the Know Your Neighbor events to answer questions.
- Karin will also make a signup list for the County Fair.
- Karin will make a list of FAQs that would be suitable for a handout.

Future Meetings: Next meeting is August 15, 2018 at 8 a.m.; No meeting in July.

Adjourn: 9:10 a.m.

Winona County Criminal Justice Coordinating Council
Community Outreach & Diversity Committee Meeting

The Community Outreach & Diversity Committee did not meet in July of 2018.

The next meeting of the committee is on August 15, 2018 at 8 a.m. in the County Attorney's Office.

Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
August 15, 2018 at 8:00 a.m.
Winona County Attorney's Office

Present: Karin Sonneman, Nicholas Guy, Kalene Engel, Bridget Klinger, Claire Exley, Fatima Said, Helen Newell, Phil Huerta, Carin Hyter, Marie Kovecsi, Jacob Stock

Welcome and Introductions: Jacob Stock, employee at WRC (formerly Women's Resource Center) was welcomed to the committee.

Workforce Center Program: The ex-offender seminar for employers will take place on September 14th from 8 to 4 at the Tandeski Center at Minnesota Southeast Technical College. The name of the event is A Workforce Shortage Solution: Employing Past Offenders Who Are Looking for Reentry. Kate Sattler is accepting registrations. There will be several panels— employer panel, justice professional panel and ex-offender panel, as well as a presentation by an employment law attorney.

Other Upcoming Events:

- August 28th: Mandated Reporter Training from 1 – 4pm at Wanek Hall.
- September 14-20th: Project FINE Welcoming Week: Project FINE is having a week of activities to celebrate safe and inclusive communities for immigrants and refugees. See the Project FINE website at <http://www.projectfine.org/welcoming-week.html> for more information
- October 8^{th-9th}: Wellness Recovery Action Plan Seminar from 9 to 4:30 p.m. each day at Ben A. Miller Auditorium at Winona Health. The intended audience is behavioral health professionals and individuals with mental health challenges. Thank you to Nick Guy for his persistence in bringing this training to Winona!
- November 2nd: Trauma Informed Sexual Assault Investigation by Justice 3D Training at the Tau Center from 8 am to 4:30 p.m. The intended audience is investigators and prosecutors. Breakfast and lunch will be served. The event is free.

Jail Advisory Study:

- Workgroup Updates: The “jail facts” posterboards have been used at the Know Your Neighbor and National Night Out events. Claire reported that a lot of people looked at the photos and asked questions about the jail during the events she attended. She has a box of questions that people submitted about the jail. Staff from the Sheriff's Department indicated that they would be willing to talk with the community about the jail, also. Committee members suggested the following additional locations for display of the posterboards: local farmers markets and Goodview City Council Meeting. The presentation at the Township Officers Meeting was rescheduled until the September Meeting.

- **Brainstorming:** Committee members brainstormed on other ways to relay information to the public about the work of the Jail Advisory Committee. The following ideas were mentioned:
 - **Social media:** Facebook pages (County Attorney, Police, Sheriff); possibly including some multimedia or video clips.
 - **Television:** Contact Dave Dicke to do a segment for HBC, having Steve Buswell and others in the jail do a scripted/edited narrative.

Community Collaboration Summit: The topic for the October 25th Community Collaboration Summit is the Jail. This topic is unlike the previous ones we have held, so the format has not yet been determined. Prior to the meeting, Karin spoke with Rebecca who has some good ideas about format, including allowing plenty of time for questions. Committee members brainstormed on presentation ideas for the summit:

- Use the video created by Dave Dicke (or by others on the committee) to highlight the jail facts/photos that are on the display boards.
- Cover topics including
 - The history of the jail;
 - The purpose/function of the jail, i.e. why it is important;
 - A profile of the people in the jail;
 - DOC requirements for jails and deficiencies of our jail;
 - Photos of “compliant” jail compared to ours (linear cells v. pods, etc);
 - Work of CJCC and other prevention/rehabilitative programs;
 - Panel of Jail Administrator and possibly other staff; ex offender; family member;
 - Discussion of juvenile issues;
 - Current challenges with mental health and drugs;
 - Have a FAQ (Frequently Asked Questions) in brochure format to reduce number of questions that occur during the program.

Karin, Kalene and Claire will be on a workgroup which will meet prior to the next meeting to plan the format of the Summit.

Adjourned: 9:05 a.m.

Next Meeting: September 19, 2018 at 8 a.m. at County Attorney’s Office

Community Outreach & Diversity
Community Collaboration Workgroup
September 12, 2018 at 12 Noon at Karin's Office

Present: Kalene Engel, Karin Sonneman, Trish Chandler, Claire Exley, Fatima Said, Latrisha Green, Carin Hyter. Guest: Kate Searls-Growth and Justice

Meeting to plan format of October 25 Community Collaboration Summit on Jail Study (Needs Assessment). Summit will be held at the Winona Middle School Commons area from 6-8PM.

Format Discussed: *(Karin has added suggested time periods)*

5:00-5:30PM: Set up Commons area; refreshments and light snacks

5:30PM to 6PM start: Hand out Surveys as people come in.

Survey Questions: At our September 5th meeting, Tom suggested doing some survey questions for people to gauge what kind of information the community had and wanted about the project.

Proposed Survey questions from our Sept. 12 meeting discussion) please feel free to edit, add):

1. *Why is the jail important?*
2. *If our County had no jail, what would Winona County look like?*
3. *Do you know anyone who was or is currently an inmate in the jail?*
4. *What questions do you have about the jail?*

6PM: Start of Formal Program: 2 hours in length

- **6-6:05 (5 minutes) Welcome (Karin?) Brief Intro:**
 - This program is intended for anyone interested in learning more about the Winona County Jail: its history, purpose, challenges and future.
 - Please fill out the surveys and hand them in throughout the evening (*we will need people to collect them*).
 - **Start video** depicting inside of Winona County Jail
- **6:05- 6:20 (10 minutes) Video Continues and is followed by Powerpoint and Brief Narration By Ron or Steve** of Video and Photos with compare and contrast: side by side photos of our jail and Goodhue; Houston; others where we have photos available.
 - **Include Mission Statement of Jail on Powerpoint**
 -
- **6:20 to 7:45 Start Panel Discussion (90 minutes total)-**
 - **Prepare Questions Ahead of Time and Share With Panelists.**
 - **Moderator La asks questions and keeps panel on track.**
 - - What's it Like Working in the Jail? (30 Minutes)
 - **Dispatch**
 - **Jailer**
 - **Nurse**

- **Darrell Warnke**
 - **Transport Officer**
 - (15 Minutes) **Jail History-Steve B.** Tom noted that the jail is a repository for a whole bunch of societal problems. It impacts life, safety and health, not only of the inmates but of the people working there
 - **History and Background of the Jail (Steve Buswell)**
 - **When and where it was built**
 - **Why it was built (avoid regulations?)**
 - **History of Annex**
 - (15 minutes) **Jail Current-Dave G.**
 - **Inmate Profile**
 - **Bookings and Length of Stay**
 - **Average Daily Population**
 - **Jail Programming** Tom also suggested a discussion of how the rehabilitative programs impact the jail. If the programs are not supported/operational, the jail needs to be much bigger Discussion of Jail Programming (???—maybe by current staff: TC, CARE, Jail Intake)
 - a. Rationale behind strategies to reduce jail population (i.e. get to root of problem, to prevent recidivism)
 - b. Statistics – local if possible, maybe national
- (30 minutes) **Discussion and Explanations of Current Problems-Keeping Staff and Inmates Safe; Community Obligation to Provide Safe and up to Code Jail Facilities.** *Kalene noted that it will be important to explain why the jail is important and why people should care about the jail. She will look for a video clip on the jail.*
 - (10 minutes each for the 30 Minute time slot)
 - **DOC De-Certifications-Ron** talk about Jail and the current limitations brought on by DOC certification inspections over the years; inmate classification restrictions which affect jail staffing needs and jail capacity & leads to the belief that the jail will eventually be shut down.
 - **Former Inmate Impressions of Jail-What was it like to be held there? -Drug Court Grad-Max?**
 - **Lay Person- Fatima-** impressions of our jail compared to others she has seen as part of her work on the Jail Advisory Committee
 - Have photos running behind them? Photos and discussion of current problems
- 7:45 to 8 PM (15 minutes) **Question and Answer Time to Panel. Close and Thank you's (La?)**

Workgroup Homework:

- VIDEO of inside of Jail: **Claire and La** will work together to produce video using iPhone Movie App (2 to 3 minutes in length?)
- POWERPOINT with Comparison Photos-Our Jail/Other Jails: **Claire and Kalene** will work together to produce this using photos from panels and others that were mentioned in meeting
- SURVEY DRAFTING: **Karin** will put together survey sheets to hand out at Summit.
- CONTACTING JAIL EMPLOYEES: Dispatch; Jailer; Transport Officer
- PREPARED QUESTIONS FOR PANELISTS: **All workgroup members**, please send **Karin** your suggestions. There were good ones made at the meeting, but **Karin** didn't write them down. Examples:
 - What other offices/programs are in the building where the jail is? (LEC)
 - If Jail is shut down, what happens?
 - Jobs lost?
 - Public Safety issues?

Next Meeting: What day and time work best for everyone?

September 26, 2018 any time after 2 PM at Karin's Office

Or

October 3 at 11AM (the hour before the CJCC Meeting)
at the Kensington.

NOTE: The group also met on September 19, 2018 and will be meeting on October 2, 2018, immediately prior to the CJCC meeting. However, notes from those meetings are not yet available.

Workgroup Notes from October 17, 2018 Jail Summit Planning Meeting

Attending: Steve, Jacob (WRC), Jeff, Fatima, Dave, Carin, La, Claire, Kalene, Trish, Karin

Final meeting of workgroup to finalize agenda and details of Summit:

October 25th Community Collaboration Summit on the Jail

Winona Middle School Commons Area 6:00 to 8:00 PM

5:30 – 6:00 PM --- Set Up and Social Time

- **Check-In Tables with Sign In-Sheets (*Kate S. will prepare the sheets*)**
 - Homer Road Entrance- *Claire*
 - Bundy Blvd Entrance- *Jacob*
- **Handouts at Check-In: *FAQ's (Kalene), Sunset Letter (Kalene), Survey Questions (Karin)***
- **Survey Collection Baskets (*La*) at Check-In Tables and for Jacob and Claire to collect during event**
- **Survey Questions- (*Claire and Jacob*) will collate questions, put similar ones together, and give questions to La throughout the evening.**

Survey Questions:

1. Why is the jail important?
2. Were you aware that the current jail will close in September 2021?
3. What questions do you have about the jail?

- **Light Refreshments-**
 - *food trays & water bottles (Kalene);*
 - *coffee, cups, napkins, & small plates (Karin)*
- **PowerPoint on Jail *playing in background (Kalene)***
- **Video on Jail-*(Claire)***
- **Know Your Neighbor Trifolds (*Claire*) and Jail News articles Trifold (*Kalene*)**
- **Technology-*(Kalene)***

6:00- 6:05 PM ---WELCOME, ask audience to complete survey, tell them it will be collected by Claire and Jacob. Tell audience to feel free to get up, get food, coffee, water during Summit. Other housekeeping-where the restrooms are. Give brief review of Jail Timeline (Slide) – KARIN
Karin will keep track of time for each segment and introduce the 6:05 Video; the 6:08 Overview by Ron; and the 6:20 Panel, introducing La, who will then ask each panelist to introduce themselves.

6:05-6:08 PM ---- JAIL VIDEO is played-KALENE on technology

6:08-6:20 PM --- OVERVIEW PRESENTATION: discussion of Sunset Letter, why we are here, side by side comparison of Winona jail to other jails, what's the function of a jail? – RON

6:20PM to 7:55PM --- PANEL DISCUSSION moderated by LA.

PANELISTS: RON, STEVE, JEFF, DAVE, MAX (TENTATIVE), DARRELL & FATIMA

La will first ask panelists to introduce themselves and then she will start with prepared questions for each panelist. Other panelists can then respond. La can then use questions Claire and Jacob have collated and given to her throughout the evening from the audience surveys to facilitate a continuing panel discussion. La can also take questions for the panel from the audience.

Prepared Questions for Designated Panelists:

1. (For Steve): Identify issues, problems, etc. that the Sheriff's Office has experienced since having to transport inmates to other jail facilities due to the limitations already placed on the jail (90 day facility, etc.).
2. (For Jeff): Discuss the advantages and the disadvantages of transporting inmates to other jail facilities. What are the effects of separating inmates from the community, and during critical transition times while they are in custody?
3. (For Ron): What are the options we have if the jail must be shut down in September 2021?
4. (For Steve): Is a jail just brick and mortar?
5. (For Dave): What are the demographics of population, crimes, probation violations, etc. represented of the jail population? (Data charts on a slide on the screen?)
6. (For Dave): What programs are currently in the jail? What programs could be offered, and why, depending on the jail facilities.
7. (For Max): (As someone who spent time in the Winona County jail as an inmate and was transported to spend that time in other jails), what are your perspectives on the programming and others opportunities in our jail versus other county jails?
8. (For Darrell): (As someone who works in the jail) what are your perspectives on the jail and options for the future
9. (For Fatima): (As an individual who works outside of the criminal justice system) what is your perspective on the jail situation?

7:55 to 8:00 PM --- CLOSING, WRAP-UP, AND THANKS YOU'S--- KARIN

Workgroup Members Event Assignments for October 25th:

Carin: Welcome Posters for Homer Road and Bundy Blvd Entrances;
Confirm Max is able to attend as Panelist

Claire: Bring Jail Video, Trifold used in Know Your Neighbors;
Staff Check-In table (Homer Road Entrance),
Collect and collate survey questions with Jacob, give to La

Dave: Data Charts—get to Kalene so that they can be put on a slide;
Panelist

Fatima: Panelist

Jacob: Staff Check-In table (Bundy Blvd Road Entrance);
Collect and collate survey questions with Claire, give to La

Jeff: Panelist

Kalene: Technology Troubleshooter

Bring:

PowerPoint on Jail;
Timeline Slide;
Data Slide from Dave;
Jails News Articles Trifold;
Food trays, Water bottles

Karin: Welcome, Intro, and Closing Remarks;
Remind Panelist Darrell (via Sandy) to attend Summit;
Bring Sign-in sheets & survey sheets;
Bring coffee, cups & napkins, plates

La: Moderator of Panel;
Bring Survey collection baskets

Ron: Overview segment presentation
Panelist

Steve: Panelist

Trisha: Audience participation

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
November 21, 2018 at Noon
County Attorney's Office**

Present: Kalene Engel, Fatima Said, Marie Kovecsi, Karin Sonneman, Carin Hyter, Bridget Klinger, Justin Green

Minutes by: Kalene Engel

Welcome & Call to Order: 12:03 p.m.

Approval of Minutes: Minutes of previous meeting were approved without changes

Jail Advisory Community Outreach:

- **Jail Advisory Committee Update:** The Jail Advisory Committee will be issuing a report on its work by the end of January. The report is being written by Justin, Karin, Ken Fritz and Tom Weber and will evaluate four different options. Committee members discussed whether and how need for juvenile delinquents would be addressed. The architect who is working on the County Office Building consolidation will be attending the next JAC meeting on Tuesday at 8:00 a.m.
- **Debrief Community Collaboration Summit on October 25th:** The Summit went very smoothly and receive excellent press coverage from the Winona Daily News, Winona Post and KTTC. The event was livestreamed on the Winona Daily News Facebook page. Karin thanked everyone who helped plan, set-up for, participate in or clean up after the event. The County Board was well represented, but there were no City of Winona representatives other than Bridget.
- **Continued Work:** Discussion was held on the role of the Community Outreach Committee going forward. Depending upon what the County Board intends to do about the jail, the committee could be involved in the public relations campaign to describe the need for a new facility. The Committee could also help publicize the JAC report. Action was deferred until after the completion of the report and presentation of the report to the County Board.

Elected Officials Forum Planning:

- **Date/Place:** Karin checked with Laurie Lucas of the Winona History Center about open Saturdays in January on which to hold the event. Currently, all dates are open. Committee members selected January 19th. (NOTE: Following the meeting, Karin learned that the 19th is now taken, so the date was switched to January 26th).
- **Tasks:** Karin will take care of the breakfast (Bread and Bagel) and coffee (Mugby). Kalene will update the invite and e-mail it to Karin. Lynn Theurer will provide Karin with a list of elected officials, so Karin will take care of emailing the invite to the elected officials. Stephanie Nuttall has agreed to moderate again.
- **Forum Issues:** Committee members identified the following topics as possible issues for the elected officials to address:
 - T21 – under age 21 to purchase tobacco (ASAP)
 - Hands Free/Distracted Driving
 - Common Sense Gun Laws

- Drivers licenses for immigrants
- Winona County Jail
- Winona Senior Center
- Winona Parks Plan
- Opioid Crisis

Announcements: On December 4, 2018 from 2 to 3:30 p.m. Project FINE will be holding a free diversity training session at the Winona County Office Building. Registration is required – <http://bit.ly/WeAreWinona2>

Future Meetings: Next meeting is December 19th at noon in County Attorney's Office

Adjourn: 12:49 p.m.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
December 19, 2018 at Noon
County Attorney's Office**

Present: Karin Sonneman, Kalene Engel, Carin Hyter, Rebecca Church, Nick Guy, Phil Huerta, Claire Exley, Stephanie Nuttall, Chong Sur Vong, Marie Kovesci, Ruth Church

Minutes by: Kalene Engel

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

Approval of Minutes: Minutes of previous meeting were approved without changes

Opioid Abuse and Trauma Presentation: Ruth Church recently attended a presentation on opioid abuse and trauma by Carol Ackley who works at River Ridge Treatment Facility. She is an excellent speaker and approaches addiction from a biological/neuroscience background. Ruth has talked to Karin about the possibility of having Carol present in Winona for a half day free presentation for professionals and students. Ruth can arrange for using Winona State University facilities for free and Karin has forfeiture funds available to pay the speaker fee. Ruth would like to schedule the presentation for a Friday in early April, possibly offering CEU credits. Karin will work with Ruth to make arrangements and committee members will assist with advertising and other arrangements as needed.

Jail Advisory Community Outreach: A draft of the Committee's report will be completed by January 14th and presented to committee members. The tentative date for the final report to the County Board is scheduled for February 26th at 7pm.

Elected Officials Forum Planning: The forum will take place on January 26th from 9-11 am at the Winona History Center. Karin will get the refreshments from Mugby Junction. Invitations have already been sent to the elected officials. Kalene will send the electronic version of the invite to Phil, Stephanie and Ruth for forwarding/publication. Karin will submit an announcement to the local newspapers. Stephanie will moderate the event. Claire will create a sign-in sheet and bring index cards for questions. Committee members should be thinking of specific questions to ask of the panelists and bring to the next COD meeting. Topics mentioned for discussion included marijuana legislation and the budget surplus, building security (school, courthouse).

Law Day: Law Day is scheduled for May 2nd and 3rd. Kalene will send out invites to the schools after the first of the year. Committee members agreed that vaping would be a good topic for the mock trial. Helen Bagshaw has assembled backpack of vaping devices that she might be willing to allow us to use.

Future Meetings: Next meeting is January 16, 2019 at noon in County Attorney's Office

Adjourn: 12:40 p.m.