

# **2019 Courts Committee Minutes**

**January - December**

**Winona County Criminal Justice Coordinating Council**  
**Courts Committee Minutes**  
**January 17, 2019**

The Courts Committee did not meet in January. The following update on Treatment Court of Winona County was provided via e-mail:

There are currently 12 participants in the program. We are looking for more participants, so please email me with any referrals you may have. As a reminder, I have attached our flyer outlining eligibility.

This past Monday, I had the opportunity to visit the State Capitol. I met with Senator Nelson and Senator Miller to speak with them about treatment courts. Both Senators are very supportive, and they are pleased to hear that TCWC is successful (I shared current statistics with both) and innovative (I shared about our Aftercare program and meetings we have underway regarding a Family Treatment Court).

The new Treatment Court intern started with me last week. Her name is Maddie Revord and she is a senior at WSU. I hope to have her experience many different areas of the criminal justice system in her time here. If you would be willing to have her shadow you for a day over the next few months, please let me know.

On Friday I am having a second meeting with Jessica Niesing from WS Packaging and Phil Huerta from ASAP. We are collaborating on a class for Treatment Court current participants and alumni regarding interviewing techniques and budgeting. The plan is for participants and alumni to attend a first class to learn about both topics, and then a second class to have a mock interview and prepare an individualized budget for themselves.

We continue to have our prosocial events every month. This month, we are joining together for breakfast and shopping on January 19<sup>th</sup> 8:00am – 10:00am. Breakfast will be held at Bluff Country Co-op, with shopping to follow afterwards at the Winona Farmer's Market, located at the East End Rec Center. This month we are tying in the importance of nutrition with the prosocial event. This is a great opportunity for our participants and alumni to join together in the community for a positive experience. All are welcome to join!

Our Treatment Court team anticipates some trainings and conferences in the near future. The State Coordinator training will be held in April. The State Judge training and State Treatment Court conference will be held in June, all in the Minneapolis area.

Our twice monthly court sessions seem to be working well for all involved. This allows more quality contact with the participants each week on my part. We do have a schedule change: rather than having court next week on the 24<sup>th</sup>, we will be holding court at 1:00pm on Thursday, January 31<sup>st</sup>.

Thank you, please email me with any questions you may have.

Carin

**Carin G. Hyter, MS**  
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Treatment Court Update:

# Treatment Court of Winona County (TCWC)

*The mission of the Treatment Court of Winona County is to enhance public safety and reduce costs to the community and criminal justice system by providing resources and structure that allow offenders to become alcohol and drug free.*

## **What is Treatment Court?**

Treatment Court is a program that works towards breaking the cycle of substance abuse and criminal activity. There are three fundamental principles of Treatment Court: accountability, responsibility, and honesty. Treatment Court lasts a minimum of 13 months. Treatment Court participants remain on felony probation while in the program. They will attend chemical dependency treatment, mental health counseling (if applicable), and regular court hearings. All participants have an individualized case plan where goals are set and met, such as obtaining employment, housing, education, reuniting with family, obtaining a driver's license, etc. Case plan progress is regularly reviewed by the Treatment Court team, which consists of a judge, prosecutor, defense attorney, law enforcement, probation, treatment provider, mental health provider, community representatives, and the coordinator. Frequent and random drug testing, criminal thinking classes, prosocial events, and recovery support meetings are also foundations of the program. Treatment Court is an intense form of supervision, therefore being an alternative to prison. This program requires a lot of hard work and dedication, but the reward of a clean and sober lifestyle is worth it!

## **Am I Eligible?**

- You must be a resident of Winona County and your current charge(s) must be in Winona County
- You must be 18 years of age or older
- You must not have any violent offenses within the past 10 years (violent offenses are defined as involving the use or attempted use of force against a person with intent to cause death or serious bodily harm)
- Your current charge must be a new non-violent felony offense or a violation on felony probation
- You must have a chemical dependency evaluation indicating moderate to severe substance abuse
- You must have a mental health assessment
- You must have a probation LS-CMI score of 30 or higher

## **Who Can I Contact?**

Carin Hyter, Treatment Court of Winona County Coordinator  
Office: 507-457-6434

You can also contact your attorney and tell him/her that you are interested in Treatment Court.

# COURTS COMMITTEE MINUTES

Winona County

February 20, 2019 | 8:03 a.m.

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## In Attendance

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Judge Buytendorp, Renee Rumpca, Dave Glithero, Kalene Engel, Maddie Revord, Carin Hyter, Karrie Espinoza, Kurt Knuesel, Michael Kuehn, Karin Sonneman

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## Approval of Minutes

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The minutes from the December 2018 meeting were approved. (No meeting was held in January 2019.)

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## Treatment Court, Carin Hyter

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Currently the Winona County Treatment Court has 13 participants. There are 3 individuals that are close to sentencing that may be entering the program. Tina Johnson graduated last week. There is approximately 7 people with referrals at this time.

A participant in phase four will be doing his project by speaking to WSU in April. WSU is also assisting in graphic design with some posters and helping in the search of local dental care that can assist with denture needs.

Carin is busy working on a proposal for housing at Dan Cochran House. The State should be ready to pilot the case management system this summer. Although it will be a lot of work with data entry, it will still be a benefit to the program.

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## WRAP Program Update, Kalene Engel

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As of early February there are 50 applications, 21 accepted clients, 25 declined participation, and 4 rejections for participation. The most needs with participants has been with housing. There have also been applications for food stamps, employment, and transportation. Applicants who apply for the program will be assessed to determine their needs. Currently there are 12 on track with probation, 7 on track with Treatment Court, 2 are in early intervention, and 1 is a CHIPS client. Kalene and Karin will be having a conference call with the federal grant advisor to talk about disbursements. More ideas are being looked at in regards of local community financial support.

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## Probation Violation Order, Michael Kuehn

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In November 2017 Department of Corrections, with the assistance of their legal team, made a change to the violation form order. Recently there are concerns about the language on the form order, specifically the revocation of probation with continued requirement to comply with probationary conditions. Much discussion was had on this issue. We will have a conference call set up with the field supervisor, Department of Corrections legal representative, Rena' Patterson, Kurt Knuesel, Michael Kuehn, Karin Sonneman, Judge

Buytendorp, and Karrie Espinoza. Renee Rumpca and Julie Koop will work with Karrie Espinoza on arrangements for this conference call meeting. We will try to have the meeting held before the March meeting.

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## Miscellaneous

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- May 2<sup>nd</sup> and 3<sup>rd</sup> is Law Day
- April 5<sup>th</sup>, The Neurobiology of Addiction and Trauma: Intricate Links by Winona CJCC Community Outreach and Diversity Committee
- March 29<sup>th</sup> Interstate Compact Training with Tracy Hudrlik (Renee Rumpca will get the Winona Case which was the question of the violation to Judge Buytendorp.)

➤ **Winona County Criminal Justice Coordinating Council**  
➤ **Courts Committee E-Meeting Notes**  
➤ **March 21, 2019**

**Treatment Court Update by Carin Hyter:**

- Treatment Court currently has 14 participants. We anticipate another graduation in approximately 2-3 months.
- We continue to collaborate with WSU. Two participants will speak to a class of students on April 3<sup>rd</sup> and 22<sup>nd</sup>. We also have a group of six WSU students helping create posters and new articles for the local papers about the program.
- We are partnering with Restorative Justice to offer community service opportunities for both Treatment Court participants and Restorative Justice students this summer. Our hope is that the participants in good standing with Treatment Court will not only mentor these students, but teach them that community service is valuable, and can be fun!
- The Friends of Treatment Court (the nonprofit group that supports the program through donations from the community) is sponsoring a fitness segment in April at ChinUp Fitness called “Positive Vibes Tribe – Bootcamp.” (Each month the Friends group sponsors a prosocial event). There will be four classes offered for free to participants and alumni along with their family members. We will be promoting healthy eating and living throughout these class offerings.
- We plan to apply for another mini SHIP (Statewide Health Improvement Partnership) grant this year to hold another nutrition class, like we did last year, with Volunteer Services and Hy-Vee.
- Our Treatment Court Intern, Maddie Revord, has been busy maintaining and updating our data spreadsheet. This includes all the statistics we are required to track for the State. This will be very helpful as we promote our program to the community and to our stakeholders this year.
- Upcoming conferences and trainings that our Treatment Court team members will be attending:
  - Coordinator conference in April (Bloomington, MN)
  - Judge conference in June (Bloomington, MN)
  - State team member conference in June (Bloomington, MN)
  - National conference in July (National Harbor, MD)
- There are now 63 Treatment Courts in the state of MN, with the newest court in Goodhue County

**Winona Re-entry Assistance Program (WRAP) Update by Kalene Engel:**

- As of 3/21, WRAP has had 116 applications with 42 accepted clients
- Of the 42 accepted clients, the top four client-identified needs were housing (38 clients); transportation (29 clients); food/cash assistance (26 clients) and employment (25 clients).
- Approximately \$11,000 in funding requests have been approved for payment. The majority of the funds approved are for housing expenses.
- The state grant manager approved a grant extension for the former CARE Grant (now called JAGR) until September 30, 2019. She also approved the budget modifications to allow us to distribute additional funds for direct client service categories (such as rent).

- Karin Sonneman and I were able to speak with the supervisor of the JMHC (Federal) Grant, Erich Dietrich, and discuss the proposed revisions. We supplied him with the funding guidelines which he forwarded to his boss. We received a response within about a week stating that the majority of the items in the funding guidelines were acceptable (those that were not included past bills, auto repairs, gas cards and gym memberships). We have submitted a GAN (Grant Adjustment Notice) to revise the project scope (to fit the WRAP Program) as well as an extension of the grant (for 9 months, or until June of 2020). We still need to submit a GAN for a budget modification, but we are waiting for some additional cost information before doing so.
- The software is still in the development stage. The end of the grant reporting period for both the JAGR and JMHC grant is March 31<sup>st</sup>. I will be requesting data from folks who have clients in the program so that I can report on that for both programs.
- I have suggested to Karin that the WRAP Task Force utilize the Jail and Jail Alternatives Meeting time on March 28<sup>th</sup> at noon for its monthly meeting. Now that the program is operational for about 45 days, it would be a good time to assess and revise as needed.

E-notes compiled by Kalene Engel on March 21, 2019

# COURTS COMMITTEE MINUTES

Winona County

April 18, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Marie Kovesci, Kalene Engel, Maddie Revord, Carin Hyter, Karrie Espinoza, Kurt Knuesel, Michael Kuehn, Karin Sonneman, Trish Chandler

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## Approval of Minutes

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The minutes from the February 2019 meeting were approved. (No meeting was held in March 2019.)

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## Treatment Court, Carin Hyter

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Currently the Winona County Treatment Court has 13 participants. One potential participant is likely to be sentenced this week. One current participant is set to graduate next month.

Carin attended that Treatment Court Coordinators State Conference. Carin received some additional motivational interviewing training.

Winona is ahead of most counties with its public relations efforts. Carin got a release form at the conference to facilitate participant's sharing pictures and other information with the media.

Winona is also ahead of most counties with its after-care program. Many participants continue to participate after graduation.

Winona will not be part of the pilot program for the new case management system. We should have it in Mid-2020.

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## Probation Violation Order, Judge Buytendorp

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Members of the Committee reached out to the DOC with concerns about recent changes to the probation violation form order, requesting a meeting. The recent changes would require an individual whose probation was revoked to continue complying with their conditions of probation. DOC refused to meet on this matter. DOC's position is that if a Judge does not agree with a paragraph on the form order they should not sign off on the paragraph revoking probation. The local judges have adopted the practice of crossing-out the offending language from the Order.

Not revoking probation as DOC suggested creates issues when a probationer absconds and a warrant is issued. The probation continues to run so if probationer is not found until after probationary period expires probation is over and the probationer cannot be held on the probation warrant.

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## WRAP Program Update, Kalene Engel

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Kalene reviewed the WRAP program's first quarter data. There were 126 applicants, with 47 acceptances and 79 rejections. 7 participants received funding. Most rejections (57) were because clients did not want services. Some of the disqualifications were likely due to an applicant's lack of candor when being screened during



booking. Rejected applicants are sent a letter explaining the reasons for their rejection and are allowed to reapply. Trish finds that applicants are more open with her than with law enforcement.

The most requested services by accepted applicants were: Housing (89%), Transportation (66%), Food Stamps/Cash Assistance (55%), and Employment Assistance (53%).

Trish noted some difficulties getting the program going. Clients can be difficult to contact - wrong or disconnected phone numbers are the largest issue. Probation has not been following up with clients and not communicating with her.

Funding concerns were discussed. A federal grant was approved but that may require the program to adjust how it uses the mental health screening score. WRAP will apply for an adjustment of the term and budget for the federal grant.

The County Board has approved funding for a full-time general intake worker for the program. Committee members plan to present the program's success to the County Board to make the case for additional funding.

The committee clarified whether the application process was part of booking. The application should be ordered as a release condition from the Bench and the County Attorney should request it.

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### Miscellaneous

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- May 2<sup>nd</sup> and 3<sup>rd</sup> is Law Day. The largest group will be on the 3<sup>rd</sup>. The only area school not attending is St. Charles. The theme of this year's mock trial will be vaping.
- Agenda item for next meeting: approval of PD application where client has no court date or warrant.

# COURTS COMMITTEE MINUTES

Winona County

May 16, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Marie Kovesci, Kalene Engel, Carin Hyter, Bailey Dagan, and Michael Kuehn

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## Approval of Minutes

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The minutes from the April 2019 meeting were approved.

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## Treatment Court, Carin Hyter

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Currently the Winona County Treatment Court has 10 participants. Devin Polus is scheduled to graduate on June 13.

Treatment Court currently has low participation mostly due to applicants not qualifying. Treatment Court is not allowed to take those with violent criminal histories. Law enforcement and the Treatment Court Team collaborate when deciding when a violent history disqualifies an applicant.

Maddie, the Treatment Court intern, has moved on and is now working at House of Hope in Winona. A new intern will be starting shortly.

Carin and other team members will be attending the state conference during the first week of June.

Treatment Court met with representatives from the ARMHS program about the services they offer.

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## WRAP Program Update, Kalene Engel

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From April 1, 2019 through May 16, 2019, WRAP received 129 applications. 33 people were accepted while 73 declined services.

\$4,600.00 in services was provided. Most of this was for rent.

The most requested services were: housing, cash assistance (not provided), transportation, employment assistance, and mental health.

WRAP presented to the Treatment Court aftercare group and one participant applied. Most treatment court participants may not qualify because WRAP requires either that the applicant spent one day of the previous year in jail or be at risk for incarceration.

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## Public Defender Application for clients without pending court dates or warrants, Mike Kuehn

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The Public Defender receives approved applications for clients who either do not have a pending court date or have a warrant. It is unclear what services they need and how best to address this administratively.

The statute governing public defender applications appears to cover anyone with a pending criminal matter.

The problem most often arises when a probationer is taken in on a 72 hour hold but then no probation violation is filed. The committee was unclear on how these applicants received their applications.

Another common issue is inmates in other counties or states being held on unrelated charges who also have a local warrant.

Different solutions were discussed: directing inmates to call the PD without applying, having the PD or Court Admin hold onto applications until the 72 hour hold expires, having PD write a letter to court to quash warrants for inmates in other counties/states.

A form order to have the PD discharged in these cases would also help the process.

Court Admin will look into how other counties handle the issue. It will be put back on the agenda needing input from Court Admin and Probation.

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Misc./Issues for next Meeting – June 20, 2019

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The Committee decided that a Veteran's Court representative should periodically attend meetings and give updates.

MNCIS is showing the Public Defender being appointed to applicants who were denied. Court Admin will investigate, it is probably a coding issue.

Warrant amnesty day.

Revisit PD apps without court date issue - Karrie Espinoza, Rena Patterson.

District wide case processing leadership structure - Karrie Espinoza.

# COURTS COMMITTEE MINUTES

Winona County

June 20, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Kalene Engel, Carin Hyter, Karin Sonneman, and Michael Kuehn

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## Approval of Minutes

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The minutes from the May 2019 meeting were approved.

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## Treatment Court, Carin Hyter

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Treatment Court just celebrated its 34<sup>th</sup> graduation, with Devin Polus.

Eight team members recently attended a statewide conference. Judge Buytendorp also attended a judge's conference and part of the treatment court conference. The team members found the conference very informative and will meet soon to put their takeaways into writing.

There are two upcoming treatment court events. Sober fest in Kasson and a Treatment Court v. Recovery House kickball game in Winona. Treatment Court will also have a booth at the Winona County fair.

Carin is continuing work on a family dependency court program and will be observing a group in Blue Earth County July 23.

Kayla, the Treatment Court intern, is aggregating and analyzing data on treatment court participants. Carin will present this data at the next committee meeting.

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## WRAP Program Update, Kalene Engel

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Wrap will be changing some of its qualifications due to three different federal funding request approvals. The changes will relate to mental health and co-occurring disorder criteria. The federal guidelines do not allow assistance to applicants whose current offense is violent but past violent offenses will not disqualify an applicant.

WRAP hired a data entry specialist. The software WRAP is using for data entry was designed for treatment courts as well so the Winona Treatment Court may also start using it.

In the last quarter WRAP had 206 applicants, mostly white and male. 46 were approved and 132 declined to participate. Most of the rejections were due to an applicant's risk score being too low.

The most requested services continue to be: housing, transportation, and mental health.

WRAP is on track to have excess funds which will have to be returned if not used. This could result in the funding not being available in the future. One possible issue is a disconnect between WRAP and the applicants' case managers. Trish is currently helping facilitate communication with the case managers. The committee proposed that WRAP and probation meet to discuss the matter.

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Pretrial Services, Kalene Engel, Karin Sonneman

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The possibility of establishing a pre-trial services program has been mentioned in some discussions related to the proposal for a new jail. These discussions are very preliminary. A working session of the County Board of the jail proposal is scheduled for June 25th at which time this topic may be discussed.

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Public Defender Application for clients without pending court, Mike Kuehn

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Instead of instituting a blanket policy through Court Administration, the Public Defender will handle this on a case by case basis. The Public Defender will send a letter to the Court explaining the situation and why the Public Defender does not need to be appointed.

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Misc./Issues for next Meeting – June 20, 2019

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Preston Selleck will attend the August meeting to report on Veteran's Court.

# COURTS COMMITTEE MINUTES

Winona County

July 19, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Kalene Engel, Carin Hyter, Kevin Burke, Karrie Espinoza, Marie Kovesci, Ron Garrude, Steve Buswell

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## Approval of Minutes

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The minutes from the June 2019 meeting were approved.

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## Treatment Court, Carin Hyter

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Treatment Court currently has 11 participants and expects to add another next week.

Treatment Court had a booth at the County Fair. Hundreds of fairgoers visited the booth, most knew about treatment court and had a positive impression of it.

Soberfest is Saturday, July, 20<sup>th</sup>. Friends of Treatment Court is supporting the event.

Carin will visit the Blue Earth Family Dependency Court on July 23<sup>rd</sup>.

WSU Nursing is working with Treatment Court to connect participants with dental care providers.

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## WRAP Program Update, Kalene Engel

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For the period of April 1, through June 30, WRAP had 235 applicants. 48 applicants were accepted and 187 were rejected. WRAP is continuing its outreach efforts to the community and recently created a webpage: <http://winonacountycjcc.org/wrap>.

The volume of applicants increased significantly since the first quarter. This was expected because the program started in late January. There have also been several repeat applicants because everyone booked into the jail is given an application.

WRAP hired a data specialist to input data into the Connexus case management system.

WRAP is working with Treatment Court on it dental care project.

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## Veteran's Court Update, Preston Selleck via emial

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The Veteran's Court is still in a test phase. The Court expects to have a Federal Grant approved in August or September, and the funds distributed by October.

There are currently 7 participants. 5 from Winona County, 1 from Dodge, and 1 from Freeborn. Although the Veteran's Court is taking referrals, it will not accept any more applicants until it receives funding and can hire coordinator.

Hearings will be held in Steele County. Participants will be able to attend from Winona using ITV. The first ITV session in Winona will be August 9<sup>th</sup> at 1:30 p.m.

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## Sentencing of out of state defendants, Kevin Burke

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Some out of state defendants were referred to probation before sentencing which prevented them from completing their ICOT's paperwork.

There was also an issue with a defendant that pled via a Rule 15 petition and did not appear. The defendant did not file his ICOT's paperwork in the 7 day grace period. Probation has already spoken to the City and County Attorney and will follow up.

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## Security Update, Ron Ganrude, Steve Buswell

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The Sheriff's Office hired an additional deputy. They now have 21.

The pay scale and job descriptions were developed for one full-time and one part-time security position at the courthouse.

Rob Averbeck will take on the full-time position. The Sheriff's office plans to hire an active deputy from the area to fill the part-time position. Transport officers will supplement the courthouse security team moving forward.

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## Warrant Resolution, Kalene Engel

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The committee is exploring a warrant resolution day to address the warrant backlog. The committee may pattern the warrant resolution day after one planned for July 21 in the 6<sup>th</sup> District. That event will be held at an informal location away from the courthouse. Lunch will be provided and representatives from various community service groups will participate.

Kalene will follow up and inform the committee about whether the 6<sup>th</sup> District event was successful.

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## Misc./Issues for next Meeting – August 15, 2019

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The new jail was discussed. Committee members have found that the community generally supports building a larger jail. The County board is currently taking construction bids.

Law enforcement has some concerns about how the new bail evaluations may be perceived by the public. The CJCC can meet to address this issue.

The committee will revisit the Warrant Resolution Day plan at the August 15 meeting.

# COURTS COMMITTEE MINUTES

Winona County

August 15, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Karin Sonneman, Kalene Engel, Karrie Espinoza, Marie Kovesci, Mike Kuehn, Preston Selleck, David Wolf, Trish Chandler

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## Approval of Minutes

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The minutes from the July 2019 meeting were approved.

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## Treatment Court Update, Carin Hyter via email

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Treatment Court currently has 11 participants.

Posters detailing program requirements are now displayed in both probation offices and the jail intake worker's office. Another poster will be displayed in the annex, if the jail approves.

Carin attended the MN State Coordinator meeting (held quarterly) and a motivational interviewing training this month. She anticipates mandated reporter training at the end of the month. At the end of July, Carin attended a "field trip" to Blue Earth County Family Dependency Treatment Court (FDTC) with the Winona County FDTC planning committee. This was a very informative and rewarding experience.

The treatment court team joined for a policy meeting this month (held at least twice per year). Several updates will be made to the policy manual and participant handbook as a result of this meeting. These documents will be available to the public online on the Winona County website after these updates are finalized.

The treatment court participants and alumni joined together for the annual Sober Fest softball tournament in Kasson, MN on July 20th. Over 25 participants, alumni and family members attended. Although the event was rained out, the Winona County team played a strong game and won by 10 runs! Participants and alumni also attended the annual Kickball event in Rochester, MN on August 10th. Over 10 participants and alumni were in attendance. Winona County won one game and lost two. Overall both events were very prosocial and enjoyable. All treatment courts in the Third Judicial District were represented at both events.

Bill Moe, DOC, along with Carin continue to hold the monthly Aftercare alumni meeting. They are proud to announce that two graduates were successfully discharged from probation this month. Here are two quotes to share after they received congratulatory messages:

"You will see me again and please keep me informed of future events. Thank you so much for all the help and support. I wouldn't be where I am today if I hadn't gotten sober and I wouldn't have gotten sober without the help of treatment court. THANKS AGAIN!!"

"Thank you for your wonderful voicemail, brought happy tears to my eyes, it's been 32 years since I've been out of the system, a lot of very hard work, but I did it. I couldn't have done it without you, Bill and the team, the recovery program is not an "I" program, it's a "we" program. Together WE can recover, one day at a time. I am living proof that the lie is dead, we can and do recover, one day at a time. Thank you for all you have done for me and us."



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## WRAP Program Update, Kalene Engel

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WRAP had an influx of new requests over the past month. Most requests related to work release costs: HUBER fees, UA's, fees to get identification.

WRAP and Jail Administration worked together to streamline the application process.

WRAP is on track to use the full amount of budgeted funds.

Technical assistance advisors will visit to observe and advise. The advisors will tour the jail and provide input for the planned new jail.

At the end of September WRAP will transition from state to federal funding. This will add some extra requirements regarding violent offenders and mental health treatment.

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## Veteran's Court Update, Preston Selleck

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Veteran's Court held its first ITV session in Winona last Friday. The session was successful and helped the team resolve technical and equipment issues with ITV. Veteran's Court will hold another ITV session in Winona on August 16.

Veteran's Court will hold ribbon cutting ceremonies on September 20, 2019 (POW/MIA Remembrance Day). A morning ceremony will be at the Steele Co. Courthouse and afternoon ceremony will be held at the Fillmore Co. Courthouse. Chief Justice Gildae, and possibly Governor Walz, will attend.

Moving forward Veteran's Court plans to meet every other week. It will also split its time between Steele and Fillmore Counties. Judge Leuning will preside in Steele County and Judge Chase will preside in Fillmore. The Court will have two teams, an eastern and a western team. The teams will share a coordinator and other professional staff but Veteran's Court is looking for members for both teams.

Veteran's Court expects to receive federal funding on October 1, 2019. At that time it will hire a coordinator/case manager.

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## Bail Evaluation, Trish Chandler

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There has been difficulty getting bail evaluations to attorneys when a complaint was signed last minute. This usually happens when a defendant is booked on one charge and another charge is added later. There have also been problems when the bail evaluation form is given to the defendant, they often do not bring it to court.

The county attorney's office and court administration will address last minute complaints.

A box for the bail evaluation forms will be placed on counsel table instead of giving them to defendants.

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## Warrant Resolution, Kalene Engel

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The 6<sup>th</sup> District warrant resolution day was successful. Kalene is waiting to get further details and will report specifics at the next meeting.

Before holding one here the CJCC will form a committee to review the current backlog of warrants. Some of the warrants could be disposed of without the need for any further proceedings.

A suggestion was made to invite interpreters and DVS representatives.

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## Misc./Issues for next Meeting – August 15, 2019

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A mini-session of the House Public Safety and Criminal Justice Reform Committee will visit the district on October 2 -4. CJCC will present a presentation on the programs it has developed. It will form a planning committee to prepare.

The first planning and construction meeting for the new jail was held yesterday. Paperwork regarding the sale of the land for the proposed site is being reviewed by MNDOT.

The committee will revisit the Warrant Resolution Day plan at the September 19 meeting.

# COURTS COMMITTEE MINUTES

Winona County

September 19, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Karin Sonneman, Kalene Engel, Karrie Espinoza, Marie Kovesci, Mike Kuehn, Preston Selleck, Carin Hyter

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## Approval of Minutes

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The minutes from the August 2019 meeting were approved.

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## Treatment Court Update, Carin Hyter

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Carin is now officially a Winona County employee, housed in the County Attorney's Office.

Treatment Court currently has 11 participants. Treatment Court expects a new participant to join within the next two weeks. One participant plans to graduate in November.

Judge Buytendorp, Karin, and Carin will attend a training in Laramie, WY next month. The Laramie Treatment Court is one of nine mentor courts designated by the NDCI. The mentor courts are selected because of their adherence to key components and standards and their willingness to train other courts.

Carin recently attended a training on motivational interviewing with those suffering from traumatic brain injuries. Carin also attended a mandatory reporter training held by the Sexual Assault Interagency Council.

WSU Nursing will speak with the participants about oral health. The talks will focus on dentistry options for those on a state health plan and the effects of vaping and energy drinks.

A recent graduate and a phase IV participant will speak at the Winona ALC over the next couple of weeks. They will talk with the students about their recovery.

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## WRAP Program Update, Kalene Engel

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From January to September of 2019 Wrap received 528 applications. 132 applications were accepted, with some repeat clients. 297 applications were denied.

Housing assistance continues to be the most requested type of assistance.

The program will implement some changes to its acceptance criteria and screening due to a new grant. Clients will need to have mental health concerns and their criminal histories will be evaluated differently.

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## Warrant Resolution, Kalene Engel

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The committee spoke with Aaron Williamson President, Project Manager for Hennepin County Criminal Court. Mr. Williamson answered the committee's questions and shared insights about warrant resolution days that were held in Hennepin and Ramsey Counties. Some important considerations are where to hold the event, what security measures to implement, and involving community partners.

The committee will form a subcommittee to plan a warrant resolution day in Winona. Court Administration and the County Attorney will start compiling a list of active warrants to address.

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Mini-Session, Karin Sonneman

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The Judiciary and Public Safety Committees will visit Winona County during the first week of October. Karin presented a draft agenda, a subcommittee will meet tomorrow to finalize the plans.

Legislative staff noted that the Winona County proposed agenda was well organized and detailed.

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Misc./Issues for next Meeting – October 24, 2019.

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Because Judge Buytendorp, Karin, and Carin will be attending Treatment Court training next month, the next Court's Committee meeting will be pushed back to October 24.

# COURTS COMMITTEE MINUTES

Winona County

October 24, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Karin Sonneman, Kalene Engel, Mike Kuehn, Preston Selleck, Carin Hyter, Kurt Knuesel

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## Approval of Minutes

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The minutes from the September 2019 meeting were approved.

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## Treatment Court Update, Carin Hyter

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Treatment Court of Winona County celebrates its 7 year anniversary this month.

Treatment Court currently has 11 participants. One participant was terminated and one new participant joined. There is one graduation scheduled for the end of November.

Judge Buytendorp, Karin, and Carin visited the model treatment court in Laramie, WY. The Laramie court was similar to the Winona court except they had more funding. Carin is reviewing some of their sources of grant money to find additional resources for Winona.

Treatment Court participants and staff volunteered with the Feed My Starving Children charity earlier this month. 20 people volunteered including staff, clients, and their relations.

The legislative mini-session visited Winona and one of the Treatment Court graduates, Devin Polus, spoke with them. The legislators were very impressed and invited Devin to meet with them at the capital.

Treatment Court of Winona and Wabasha will be combining for budgetary and statistical purposes. The two courts will retain separate staff and policies.

Treatment Court now offers an 8 week parenting course to participants with children.

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## WRAP Program Update, Kalene Engel

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The state grant for WRAP ended and it is now working from a federal grant. The federal grant has some additional eligibility requirements. Applicants cannot be currently charged with a violent offense and they must have a mental health issue (score 3 or higher on CMHS)

Kalene finished her yearly report and made several recommendations. One is to add an additional social worker in the jail, another is increased training for case managers. Kalene is also looking into other sources of grant funding to expand the program.

As part of the federal grant, technical assistance providers will come and observe the program. They will make recommendations which will help when applying for future grants.

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## Warrant Resolution, Kalene Engel

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The County Attorney's Office is reviewing old warrants to cull ones that can be resolved administratively.

The committee will revisit the warrant resolution day next meeting.

The Court will look into adding a voluntary warrant appearance session to the calendar. This will allow defendants to appear and resolve a warrant without having to go through the booking process or spend time in jail.

The committee discussed the new state hearing reminder system, there were concerns about how to enroll defendants. The committee considered adding enrollment to the conditions of release and having interns help with data entry. Kalene will also draft a form for defendants to fill out.

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PD First Appearance in Custody – Co-Defendant Representation, Mike Kuehn

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Due to ethical considerations the Public Defender can only represent one co-defendant at first appearances. The public defender's office will provide conflict counsel whenever possible.

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PD First Appearance Out of Custody, Mike Kuehn

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The public defender is working with court administration to consolidate the calendars for out of custody first appearances. This will allow the public defender to provide attorneys for those hearings.

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Misc./Issues for next Meeting – November 21, 2019

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- Warrant resolution day.

# COURTS COMMITTEE MINUTES

Winona County

November 21, 2019 | 8:00 a.m.

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## In Attendance

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Judge Buytendorp, Karin Sonneman, Kalene Engel, Mike Kuehn, Preston Selleck, Carin Hyter, Kurt Knuesel, Karrie Espinoza, Kathy Sublett, Rene Rumpca, Trish Chandler

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## Approval of Minutes

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The minutes from the October 2019 meeting were approved.

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## Treatment Court Update, Carin Hyter

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Dave Parker and Joshua Deppe graduated on November 21.

Carin attended the quarterly state coordinator meeting. The third district was chosen to coordinate "Capitol Day," which will be held in May of 2020.

Treatment Court is forming a workgroup to address its low enrollment. Recent graduate Josh Deppe will participate. Josh created a booklet highlighting the accomplishments of past graduates for his phase 4 project. His booklet will be distributed in the jail to encourage interest in the program.

Another workgroup is forming to create a mentorship program. A graduate will mentor a phase 1 participant during their first three months in the program.

Carin and Karin spoke at Karin's church, First Congregational, about treatment court. First Congregational made a donation to treatment court.

Karin will present Treatment Court's statistics for the last seven years to the County Board on 11/26.

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## WRAP Program Update, Kalene Engel

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WRAP is now officially in the federal grant cycle.

Federal technical assistance providers visited this month. It was a constructive visit and they will provide written report in December.

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## Warrant Resolution, Kalene Engel

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The County Attorney's Office has identified roughly 700 warrants that may be resolved administratively.

A workgroup will be formed to address those warrants and continue work on a warrant resolution day.

The Committee discussed the related topic of hearing e-reminders. Kalene created a one page instruction sheet for defendants about signing up for e-reminders. These are being distributed during bail evaluations. They will be made available to defendants in court also.

The Public Defender plans to incorporate e-reminder registration into its intake process.

The workgroup will also address ways to get defendants signed up to e-reminders.

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## Expungement Clinics, Kathy Sublet

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Kathy is working to establish an expungement clinic in Winona County. Currently she is working on arranging a workspace and acquiring computers. She will attend a workshop on Olmsted County on 12/19 for further training.

Karin will look into adding expungements into plea deals. This was successfully implemented in other counties.

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## STS Program, Renee Rumpca

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Participation is down and the state is considering cutting the program. The committee discussed ways to improve participation: shorten timelines for defendants to complete their hours, jail as a consequence for failing to complete STS hours, giving day for day credit for STS performed before sentencing, allowing defendants kicked out of STS for minor infractions to reapply.

Winona STS added another employee so it now runs crews seven days per week.

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## PD Coverage - First Appearance Out of Custody, Mike Kuehn

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The Public Defender wishes to cover all out-of-custody first appearances. It is asking that those appearances be scheduled on set calendars to facilitate this.

The Public Defender will look into making an attorney available for traffic court.

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## Justice Partners PowerPoint, Karrie Espinoza

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The Committee reviewed the Justice Partners PowerPoint presentation.

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## Misc./Issues for next Meeting – December 19, 2019

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The Committee discussed issues caused by district wide case processing.

The Committee will revisit warrant resolution day and the expungement clinic in February.



**The Courts Committee did not meet in  
December 2019.**