

2019 Juvenile Justice Committee Minutes

January - December

Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Minutes
January 31, 2019
Noon at Kensington Banquet Room

Present: Kalene Engel, Rebecca Church, Phil Huerta, Teri Henderson, Drew Althoff

Sequential Intercept Mapping: Kalene described the Sequential Intercept Mapping process and distributed a Juvenile Court Procedure Flowchart for committee members to review (see attached). Committee members then identified community resources and gaps in services, as follows:

Resources in the Community		
ASAP YMCA Miller Mentoring Mental health case mgmt. College Bound/Kids 1 st Big Brothers/Big Sisters Restorative Justice -Circles -Early intervention -Mentoring -Victim empathy -Life skills School extracurriculars East End Rec DEED Youth Program (work)	HVMHC -school linked -other Key Kids FCC -Day Treatment -Youth Night Campus Regular counseling Park & Rec (sports/movies) Library WAPS-lunch bus Volunteering opportunities Volunteer Services Semcac Family Planning	Legacies WSU Recreation (rock climbing) SMU Activities-high ropes, Walk of Horror Youth Groups – Pleasant Valley, Radiant Boy/Girl Scouts Engage Winona Youth Listening/Mental Health CJCC-Law Day School activities Solomon's Song Aquatic Center Hope Harbor Bridges Health Acumen Counseling Home/Community Options

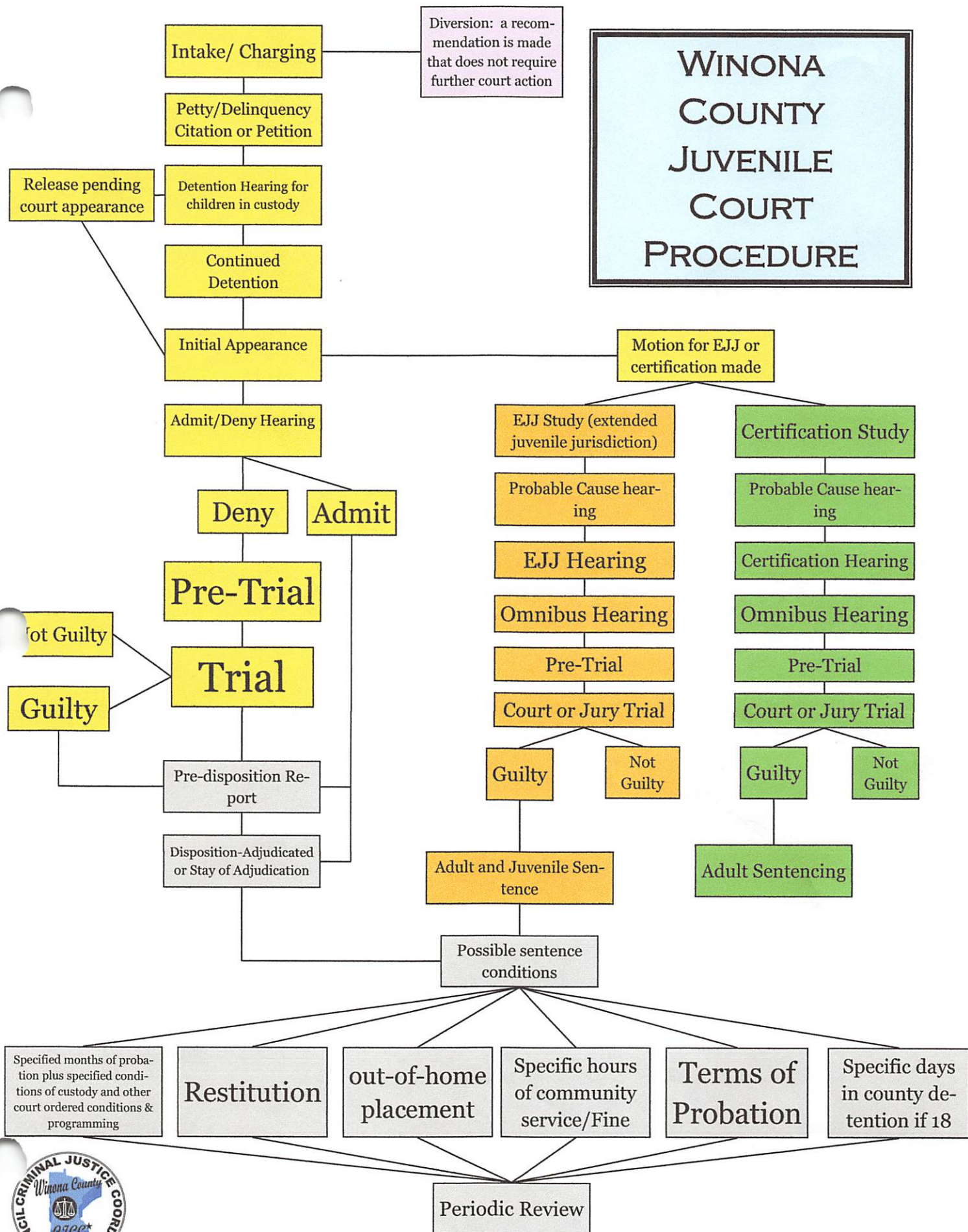
Resources once in the Justice System	
Diversion Program (lower level, 1 st time) -mail in, agent, Rest. Justice -not available for delinquencies Truancy Program Truancy Court Public defender eligibility Probation Youth Night Campus Tracking Community Work Service Restitution MRT (Cognitive skills) Restorative Justice -conferences -circles GPS Monitoring	Placement options -Von Wald (Olmsted Co) -Juvenile Detention Center (Olmsted Co) -Prairie Lakes (Willmar) -JAF (Scott Co) -Anoka Detention -Woodland Hills (Duluth) -Port (Metro) -Village Ranch (Grand Rapis) -MN Teen Challenge (Metro) -Maple Lake Recovery -Anthony Lewis Center

Gaps	
Housing for youth	Coordinated mental health response (state grant avail)
More structured activities	Transportation
More collaboration with colleges	Motivation of youth
Coordinated list/database of youth resources or "app" (possibly build one w/student help)	Financial/legal education
CD outpatient for kids	Shelter care
More school involvement	Social/emotional learning
More parent involvement	

Meeting adjourned: 1:05 p.m.

Minutes by Kalene Engel

Next Meeting: March 21, 2019 at noon at County Office Building.



Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
February 2019

The Juvenile Justice Committee did not meet in February of 2019. The committee meets every other month. The next meeting is on March 21st at noon at County Office Building, Conference Room A/B.

**Criminal Justice Coordinating Council
Juvenile Justice Committee
March, 2019**

The Juvenile Justice Committee did not meet in March, 2019. The next meeting of the committee is on April 18, 2019 at noon at the County Office Building, Room B.

Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
April 18, 2019 at noon at County Office Bldg. Room B

Present: Rebecca Church, Kalene Engel, Teri Henderson, Kris Sather, Judge Mary Leahy, Phil Huerta, Maurella Cunningham, Emily Ebers, Matt Brickl, Felicia Fisk, Marie Kovecsi, Drew Althoff. Karen Sanness arrived at 12:35 p.m.

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

Vaping Presentation by Phil Huerta: Phil Huerta gave a presentation on vaping and other tobacco-related issues using both a Powerpoint presentation and a hands-on review of commonly sold/used tobacco devices. See the attached handouts. Vaping among youth has increased dramatically over the past few years and is particularly dangerous due to the high concentration of nicotine, ease of access and lack of regulations. The colorful packaging and wide varieties of flavors seem to target youth. Phil provided some suggestions for parents, schools and communities regarding how to combat the increased use of tobacco, including the T21 initiative aimed at raising the legal age of purchase for tobacco to 21 years.

Truancy: Judge Leahy will be meeting with members of administration of Winona Area Public Schools to discuss her concerns regarding truanies. She located a truancy policy from the Oshkosh School District that establishes different tiers of school interventions, which would encourage schools to deal with tardiness inhouse and reserve truancy petitions for absences. Many truanies are being filed for tardiness, as opposed to actual absences. Discussion was held regarding different nuances of truanies. The topic of truancy will be on the May agenda.

Mock Trial Script: Members of the committee read through the mock trial script on vaping, which will be used for the Law Day events in early May. Kalene will relay the committee's suggestions for improvement to Stephanie Nuttall, who wrote the script.

Juvenile Detention Needs: Marie Kovecsi noted that the County Board would be holding another work session on April 30th regarding the jail needs of Winona County. She inquired about local juvenile detention needs. The consensus among members responding was that having some short-term detention bed would help significantly with transportation issues and may result in earlier pickups on warrants. Karen Sanness indicated that she had data that she could share with the Board and plans on attending the meeting.

Adjournment: 1:15 p.m.

Next Meeting: May 16, 2019 at noon at County Office Building, Conf. Room B.

Youth E-cigarette Use A New Generation at Risk



1

Who are we?

Winona County Alliance for Substance Abuse Prevention (ASAP)
Creating a safe, healthy, drug-free community in Winona County
WinonaCountyASAP.org

Live Well Winona
Community health hub supporting healthy activities and lifestyles in Winona
LiveWellWinona.org

Winona County PartnerSHIP (SHIP)
Creating better health together by making the healthy choice the easier choice
WinonaCountyPartnerSHIP.com



2

TOBACCO IS STILL
THE **#1** LEADING
CAUSE OF
PREVENTABLE DEATH
AND DISEASE



3

Vaping use skyrockets among kids



4

E-cigarettes or vapes come in all shapes and sizes

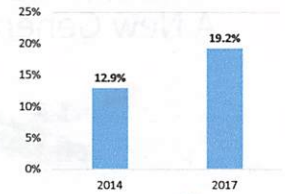


5

A youth epidemic

A 50 percent
increase since 2014

Percent of high school students who used e-cigarettes in past 30 days



Minnesota Youth Tobacco Survey



6

An emerging concern: e-cigarettes and marijuana

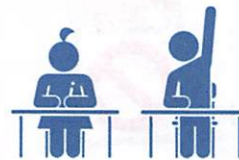
One-third of US high school e-cigarette users report having used their vaping device for recreational marijuana.



Vector illustration credit: Vecteezy

7

Nicotine harms brain development as teens grow



Youth nicotine exposure has negative implications for learning, memory, and attention span.

The human brain isn't fully developed until age 25



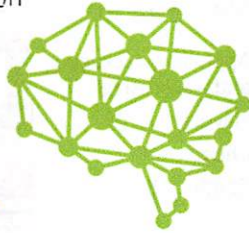
Vector illustration credit: Vecteezy

8

The brain learns addiction

Nicotine can change brain chemistry, making youth more susceptible to addiction.

The earlier the exposure, the greater the risk.

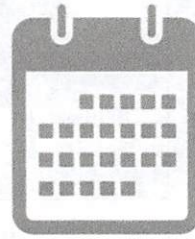


Vector illustration credit: Vecteezy



9

Nicotine addiction can happen quickly



Symptoms of nicotine addiction can appear among youth within only **a few days or weeks** after smoking initiation.

DiFranza et al., 2000, Tobacco Control; Surgeon General's Report, 1988, 2014



10

Increased risk of addiction to tobacco, drugs and alcohol



Vector illustration credit: Vecteezy



11

Increased risk of smoking

2x more likely to smoke

Watkins et al., 2018, JAMA



12

E-cigarettes are heavily advertised and widely available

A majority of Minnesota high school students have seen ads for e-cigarettes.

E-cigarette ads permeate social media and other online spaces.



13

How are youth targeted?

- Appealing packaging and advertising
- Flavors
- Cheap
- Comfortable



14

New technologies reveal new risks



High nicotine concentration

Nicotine salt technology allows for quicker absorption into the lungs and brain

Fruit and other flavors



15

Recommendations for Parents

Learn about the different types of e-cigarettes and the risk they pose for youth.

Talk to your kids about the risks of e-cigarette use. Express firm expectations that your kids remain tobacco-free.

Set a positive example by being tobacco-free.

Find resources at health.mn.gov/ecigarettes



16

Recommendations for School Staff

Learn about the different types of e-cigarettes and the risk they pose for youth.

Develop, implement, and enforce tobacco-free school policies.

Reject youth tobacco prevention programs sponsored by the tobacco industry.

Download a school toolkit.
health.mn.gov/ecigarettes



17

Some communities are taking action:



Restricting e-cigarette use indoors

Limiting sales of flavored tobacco products to tobacco-only shops

Raising the minimum age to buy tobacco to 21

Increasing funding for comprehensive tobacco prevention and control



18

health.mn.gov/ecigarettes



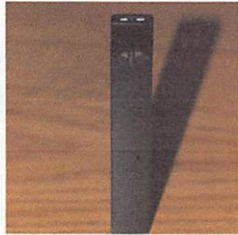
19

Is Big Tobacco in your kid's Backpack?



20

The JUUL – E-Cigarette



21

Phillies - Swisher Sweets - Watermelon - Cigarillo



22

Watermelon Hemp and Berry Cigar Wraps



23

The Loon E-Cigarette



24

Blu Disposable E-Cigarette



25

Camel Smokeless Tobacco



26

The Suorin Drop E-Cigarette



27

Mint flavored loose tobacco



28

IS Big Tobacco IN YOUR KID'S backpack?

Tobacco products are designed to look like everyday items like candy and school supplies. Don't let the tobacco industry hook your kids for a lifetime of addiction.



**** = Tobacco Product**

1) Camel Snus**

2) Altoids gum

3) Camel Snus**

4) Watermelon cigarillo**

5) Fruit Roll-Ups

6) Berry-flavored cigar wraps**

7) Fruit Roll-Ups

8) blu e-cigarette**

9) JUUL**

10) USB flash drive

11) Pen

12) Starbuzz e-cigarette**

13) Pen

14) Starbuzz e-cigarette**

15) blu e-cigarette**

16) Pen

17) White-out

18) Suorin Drop e-cigarette**

19) Phillies cigarillo**

20) Highlighter

21) Swisher Sweets cigarillo**

22) Highlighter

23) Highlighter

INCREASE THE TOBACCO AGE TO 21

Minnesotans agree: We can do more to prevent kids from becoming addicted. A national consensus is growing to prevent addictions and future health problems by **ensuring that those who sell tobacco products do so to adults who are 21 and older.** Minnesotans for a Smoke-Free Generation supports this movement.

RAISING THE TOBACCO AGE TO 21 WILL PREVENT YOUTH TOBACCO USE AND SAVE LIVES.



Research predicts a **25 percent reduction in smoking initiation** among 15-17-year-olds,¹ and 30,000 fewer young smokers in Minnesota.²

IN 2017, YOUTH TOBACCO USE IN MINNESOTA ROSE FOR THE FIRST TIME IN 17 YEARS.³

- Over 26 percent of Minnesota high-school students use tobacco.³



ALMOST 95 PERCENT OF ADDICTED ADULT SMOKERS STARTED SMOKING BY AGE 21.⁴

- Increasing the age gap between kids and those who can legally buy tobacco will help remove access to tobacco products from the high-school environment.



THERE IS BROAD SUPPORT FOR RAISING THE TOBACCO AGE TO 21.

- A national survey shows that **75 percent** of adults favor increasing the minimum **sale age** for tobacco to 21.⁵
- Even 70 percent of smokers are in support of raising the minimum legal age.⁵



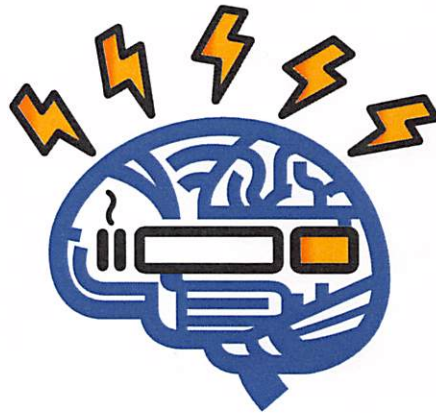
STATE AND LOCAL GOVERNMENTS ARE TAKING ACTION TO PROTECT YOUTH.

- Several cities in Minnesota have raised the age to 21.
- **Five states and more than 290 localities** in the United States have raised the tobacco age to 21.
- Needham, Massachusetts, found that smoking among high-school students **fell by nearly half** after raising the age to 21.⁶



NICOTINE IN ANY FORM HARMS THE ADOLESCENT BRAIN . . . AND YET BIG TOBACCO STILL MARKETS TO YOUTH.

- Nicotine is addictive, and adolescents are especially vulnerable to the health impacts of tobacco use.⁷
- The tobacco industry aggressively markets to youth and young adults to recruit replacement smokers and guarantee profits.^{8,9}



Minnesotans for a Smoke-Free Generation supports policies that reduce youth smoking and help end the death and disease associated with tobacco use, including raising the tobacco age to 21, limiting youth access to menthol-, candy- and fruit-flavored tobacco, keeping tobacco prices high and funding future tobacco prevention and cessation efforts.

Find out more at www.smokefreegenmn.org.

1. National Academy of Medicine. Public Health Implications of Raising the Minimum Age of Legal Access to Tobacco Products. National Academy Press. 2015.
2. Boyle, Raymond. Tobacco 21: A Life-Saving Opportunity We Can't Afford to Miss. MinnPost. 2017.
3. Minnesota Department of Health. Teens and Tobacco in Minnesota: Highlights From the 2017 Youth Tobacco Survey. 2018.
4. U.S. Department of Health and Human Services. Results From the 2010 National Survey on Drug Use and Health: Summary of National Findings. Substance Abuse and Mental Health Services Administration - Center for Behavioral Health Statistics and Quality. 2014.
5. King BA, et al. Attitudes toward raising the minimum age of sale for tobacco among U.S. adults. *Am J Prev Med*. 2015.
6. Kessel Schneider S, et al. Community reductions in youth smoking after raising the minimum tobacco sales age to 21. *Tob Control*. 2015.
7. U.S. Department of Health and Human Services. The Health Consequences of Smoking: 50 Years of Progress. A Report of the Surgeon General. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health. 2014.
8. King BA, et al. Attitudes toward raising the minimum age of sale for tobacco among U.S. adults. *Am J Prev Med*. 2015.
9. Truth Tobacco Industry Documents. Results of MDM committee meeting - August 13, 1985 (850813). <https://www.industrydocumentslibrary.ucsf.edu/tobacco/docs/#id=rlfw0082#id=rlfw00825d00/pdf>.

Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
May 16, 2019 at noon at County Office Bldg. Room B

Present: Rebecca Church, Kalene Engel, Judge Mary Leahy, Drew Althoff, Marie Kovcesi, Shannon Leahy

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

Truancy Subcommittee Update:

- Truancy Court at Schools: Truancy Court at the high school at ALC (which started in November of 2018) has been going very well. There are not as many no shows and almost no contested trials. Rarely is an apprehension and detention order issued. Sherri Brekke's caseload has decreased. Approximately 4-5 cases are scheduled each day for the 1 day per month that court is held in the schools. Representatives from both schools feel that the students who need to have their truancy issues addressed in court are being seen in court. has been going very well. Judge Leahy feels it is very helpful to separate out tardiness from truancy. She provided district representatives with a sample policy from Oshkosh School District which does a good job of addressing the issue.
- Ed Neglect Cases: Rebecca noted that she has had an unusually large number of educational neglect cases (regarding children 12 and under). She has had 4-5 cases, when normally there is maybe 1 per year.
- Truancy Rewards: Crew reported that the truancy rewards program is going well, with about 50% of the kids achieving successful completion of the program.

Juvenile Mental Health Services: Discussion was held on juvenile mental health services, as follows:

- There needs to be a way to make juvenile mental health services more visible and accessible.
- Kids need the services more quickly.
- There are waiting lists for school-linked services . . . and those services don't continue during the summer.
- The Crisis Response Team was mentioned as a possible solution. The responders do attempt to link the client up with services, post-crisis
- Engage Winona has done a lot of work in the area and recently met to discuss ongoing work. Marie will reach out to Brian Voerding to discuss where the group is headed.
- Previously, the possibility of a Youth Drop Off Center, like the YMCA Community Teen Center in La Crosse, was mentioned as an initiative to pursue in Winona. The La Crosse Teen Center partners with Gundersen Behavioral Health and is funded, in part, through the La Crosse Community Foundation.

Jail Advisory Committee Request: The Jail Advisory Committee has asked the Juvenile Justice Committee to examine the issue of juvenile detention housing needs, including the type of population, amount of space, length of stay and staffing required. This committee had previously explored this question and has some historical information available. Kalene stated that she would gather information on transportation numbers and costs from the Sheriff as well as Dept of Corrections regulations on juvenile facilities. Rebecca will gather information about usage and cost of facilities.

Adjournment: 1:02 p.m.

Next Meeting: July 18, 2019 at noon at County Office Building, Conf. Room B.

**Criminal Justice Coordinating Council
Juvenile Justice Committee
June, 2019**

The Juvenile Justice Committee did not meet in June of 2019, as it meets every other month. The next meeting of the committee is on July 18, 2019 at noon at the County Office Building Conference Room.

Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
July 18, 2019 at noon at County Attys Conf. Room

Present: Rebecca Church, Kalene Engel, Judge Mary Leahy, Marie Kovecsi, Sarah Larsen, Emily Ebbers, Teri Henderson, Matt Brickl, Sally Poepping, Karen Sanness, Justin Green

Jail Advisory Committee Request: The Jail Advisory Committee has asked the Juvenile Justice Committee to examine the issue of juvenile detention housing needs, including the type of population, amount of space, length of stay and staffing required. The County Board will formally be voting on whether to build a new jail on Tuesday, July 23rd. If approved, the jail could be designed to include space for a secure, temporary detention area for youth. This space could potentially be used for juveniles in non-truancy delinquency cases. (Truants, absent other charges, may not be held in a secure facility). Likewise, children in need of protective services (CHIPS) juveniles may not be held in a secure facility (unless they are also subject to a juvenile delinquency proceeding).

As part of a 2017 presentation to the County Board, CJCC assembled information about a number of items for the years 2012-2016, including the delinquency out-of-home-placement costs and transportation miles/hours (see attached). Kalene provided updates for the 2018 and 2018 transportation miles/hours:

2018	Total miles for juveniles: 66,334	Total staff hours for transports: 1153.25
2019 thru 7/15/19:	Total miles: 23,495	Total staff hours: 491 hours

Rebecca reported on the cost of out-of-home placement costs obtained from Karen Sanness for shelter care/detention in 2018 as being 2931 total days at a cost of \$696,642.24.

Although there was no data obtained regarding 2018-19 juvenile court filings, all agreed that the previous trend of reduced juvenile filings and increased child protection filings had continued. Another trend observed was that there are more delinquency violations than new cases being filed.

Committee members discussed the problems that could be reduced/eliminated with a temporary local secure holding area, as follows:

- It could eliminate situations where juveniles are picked up on a warrant and need to be held pending court the next day. Currently, we are unable to hold juveniles overnight so if they are picked up, they need to be transported to a secure facility until they can appear in court.
- It would save staff time in attempting to locate a place to hold the juvenile, especially when such space is very difficult to locate.
- It could potentially provide a "cooling off" location for a juvenile, such that it may not be necessary to place the child at all, once the "cooling off" occurs.
- It would allow more time for better planning, possibly with community resources, which would result in a better outcome for the child/family, likely at a reduced cost.
- Other area counties may be interested in utilizing the space for their juvenile delinquents.

One of the most critical questions that remains unanswered is "how long can we hold a juvenile at a secure facility without having to provide all the amenities typically associated with a traditional secure juvenile detention facility?" The consensus among those present was that an ideal time period for a local secure detention area would be a week, because the child would have to appear in court within a weeks' time.

Next steps:

- Kalene and Justin will research the question of “how long can we hold juveniles.”
- Rebecca will review the jail transport logs for the last two years to determine what effect a local secure detention holding area would have on the number of transports/mileage.
- Karen Sanness will obtain information regarding current daily costs of the secure detention facilities used by Winona County as well as an estimate of the staff time needed to locate suitable placement facilities for juveniles.
- The committee will meet in August so the information request can be transmitted to the Jail Advisory Committee more quickly (the committee normally meets every other month).

Adjournment: 1:02 p.m.

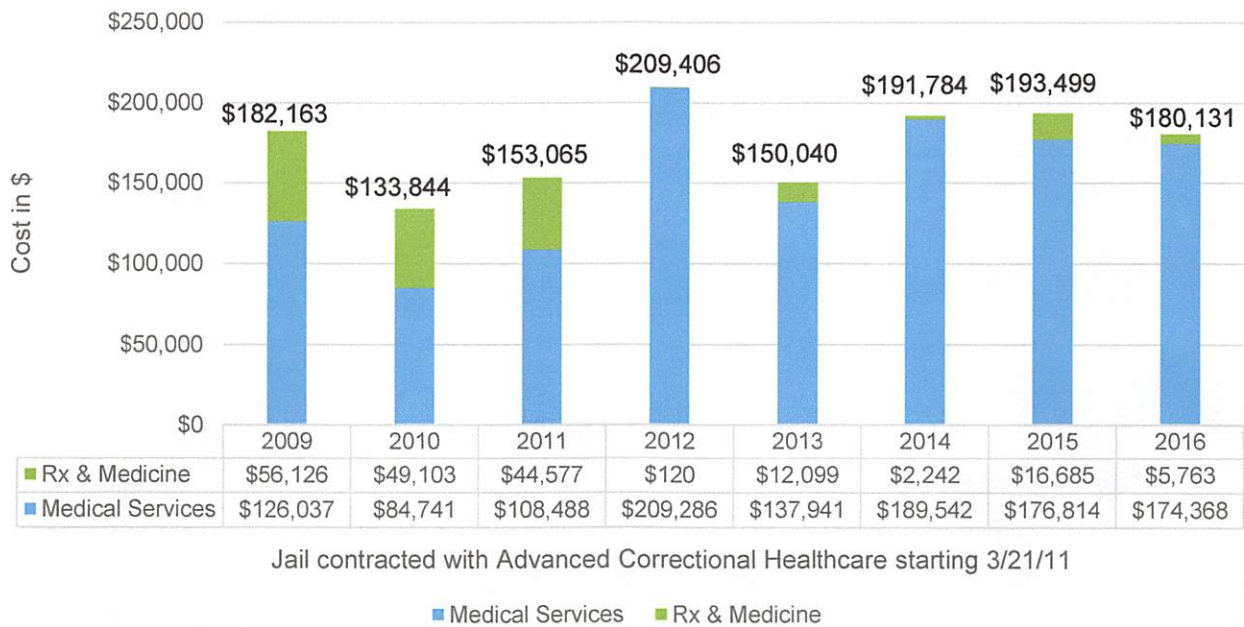
Next Meeting: August 15, 2019 at noon at County Attorney’s Office

PROGRAM TRENDS AND DATA

There is not enough time, in the context of a short presentation, to provide significant detail on all aspects of the criminal justice system. Provided in the pages hereinafter are tables or charts of data showing trends over time with respect to various components of the justice system. Should the County Board wish to schedule another session to discuss the criminal justice system with members of the CJCC, it will be helpful for board members to review these charts and provide a list of questions in advance of that meeting, so that the time can be utilized efficiently.

Winona County Law Enforcement Center

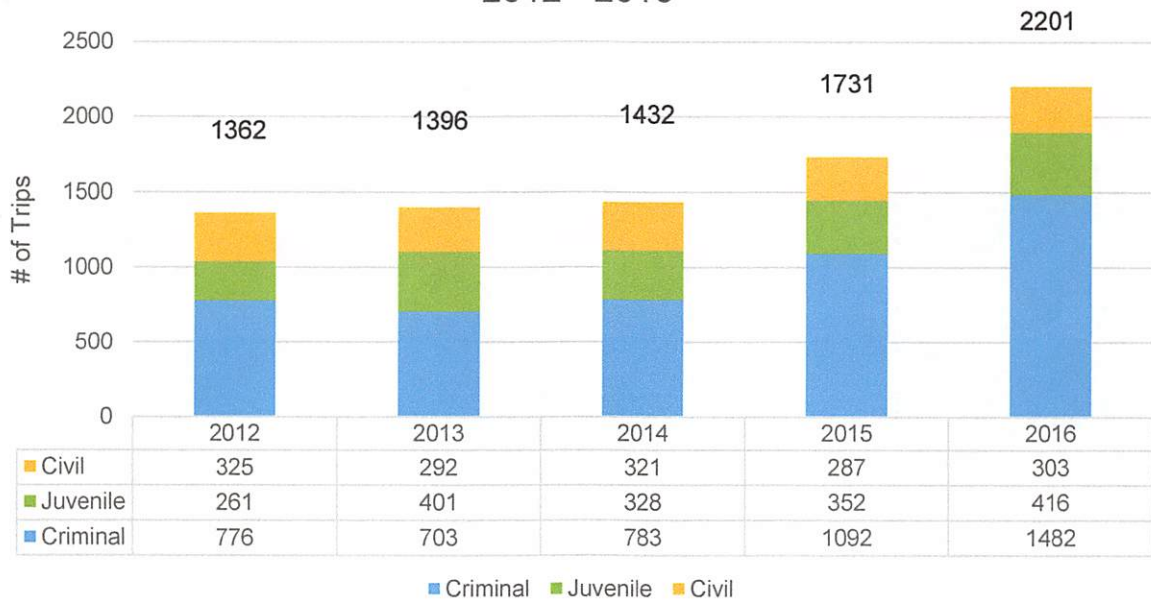
Winona County Inmate Medical Costs (2009-2016)



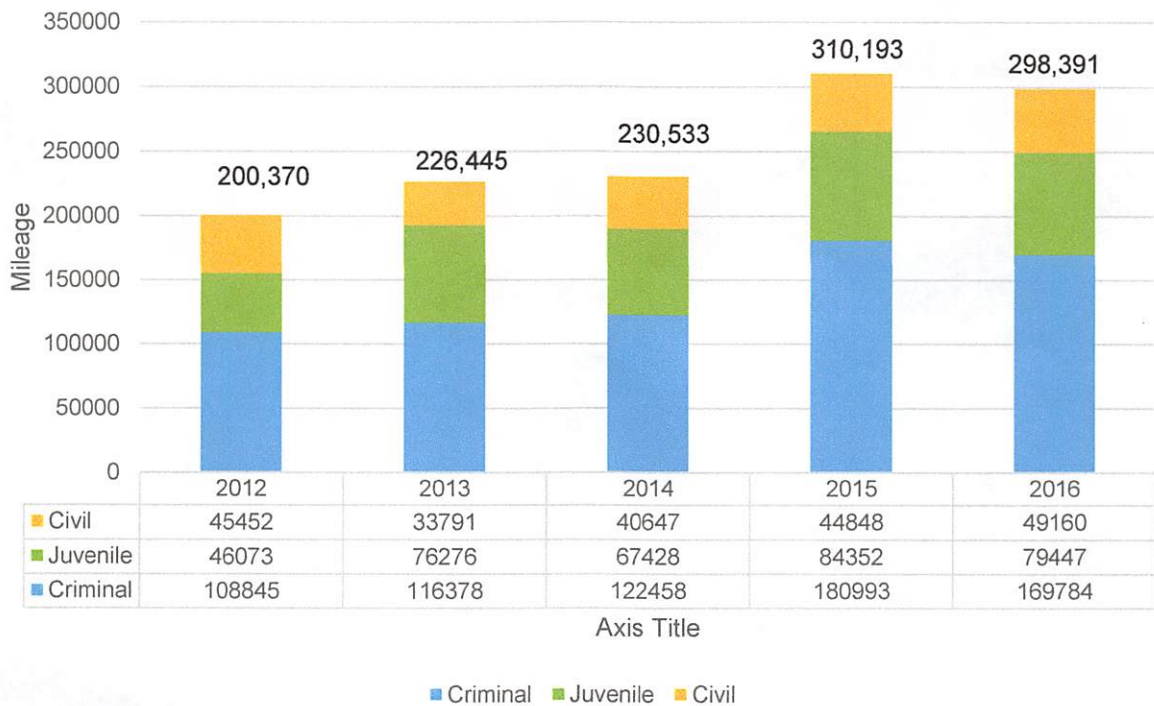
WCSO Transport - Staff Hours
2012-2016

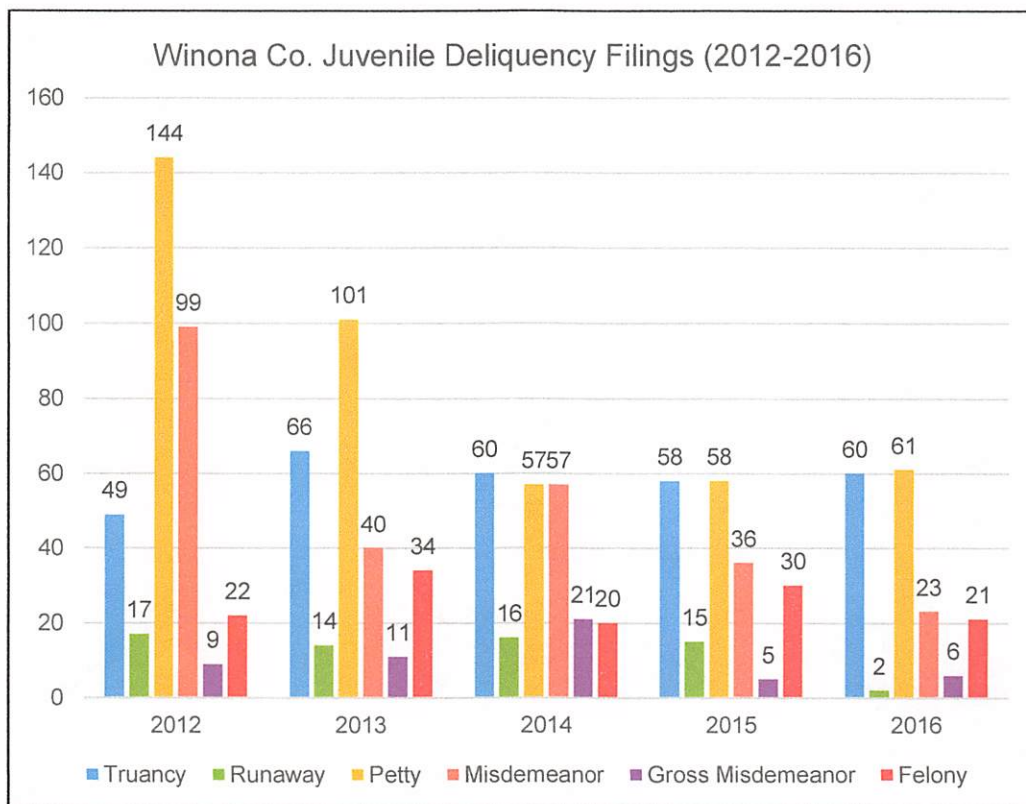
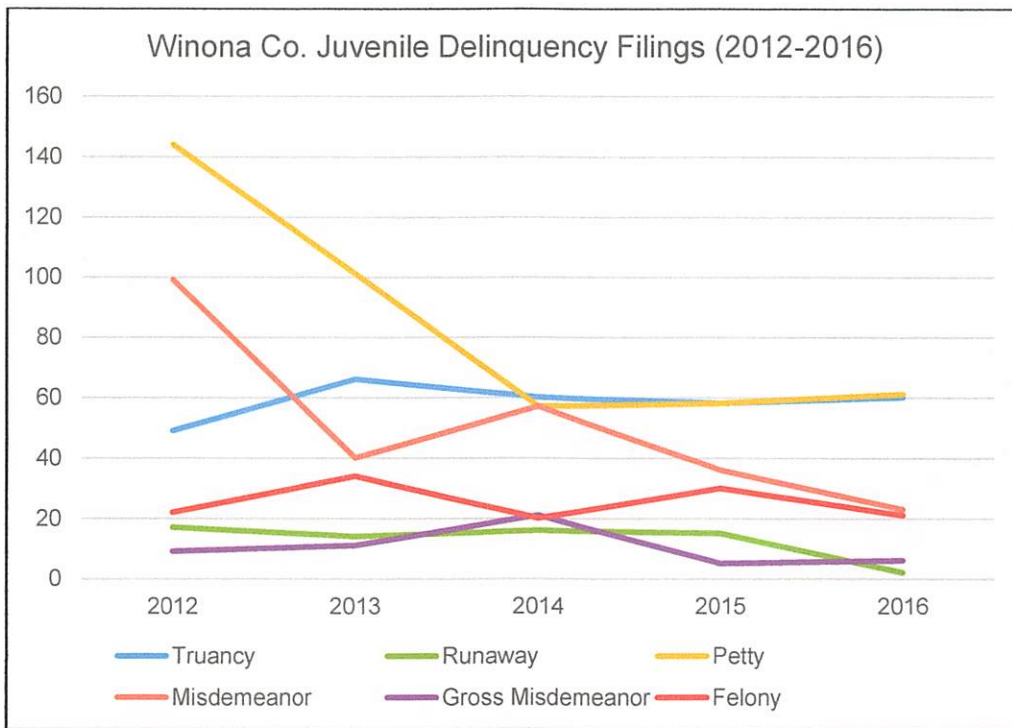


WCSO Transport - # of Trips Per Year 2012 - 2016

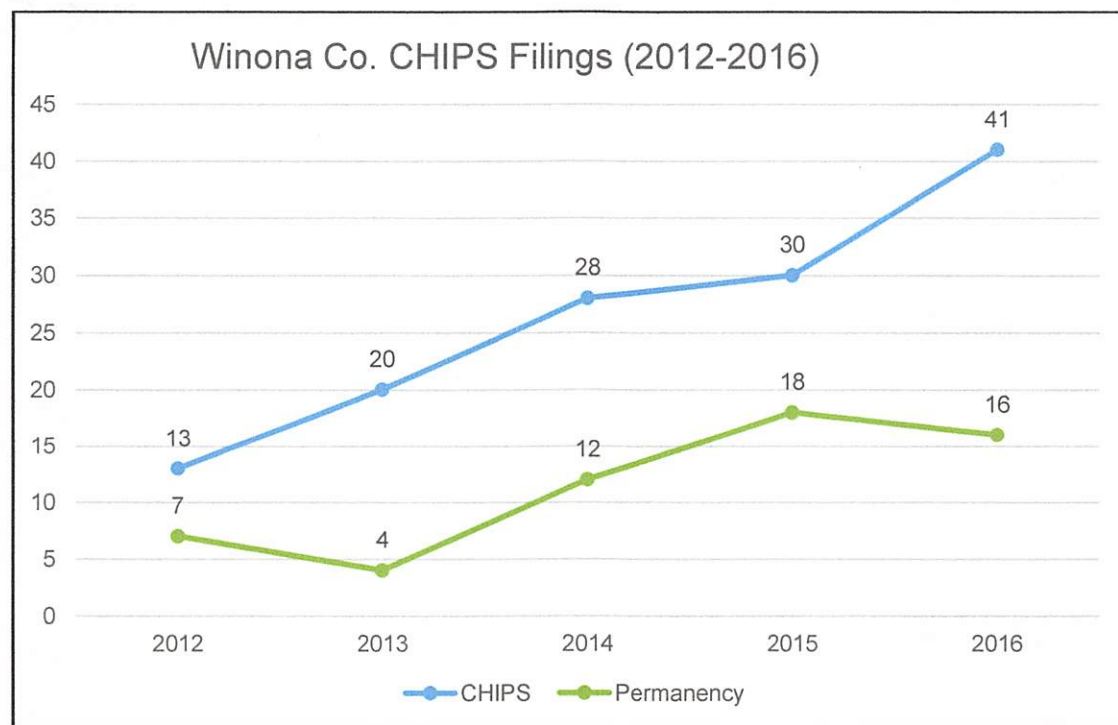
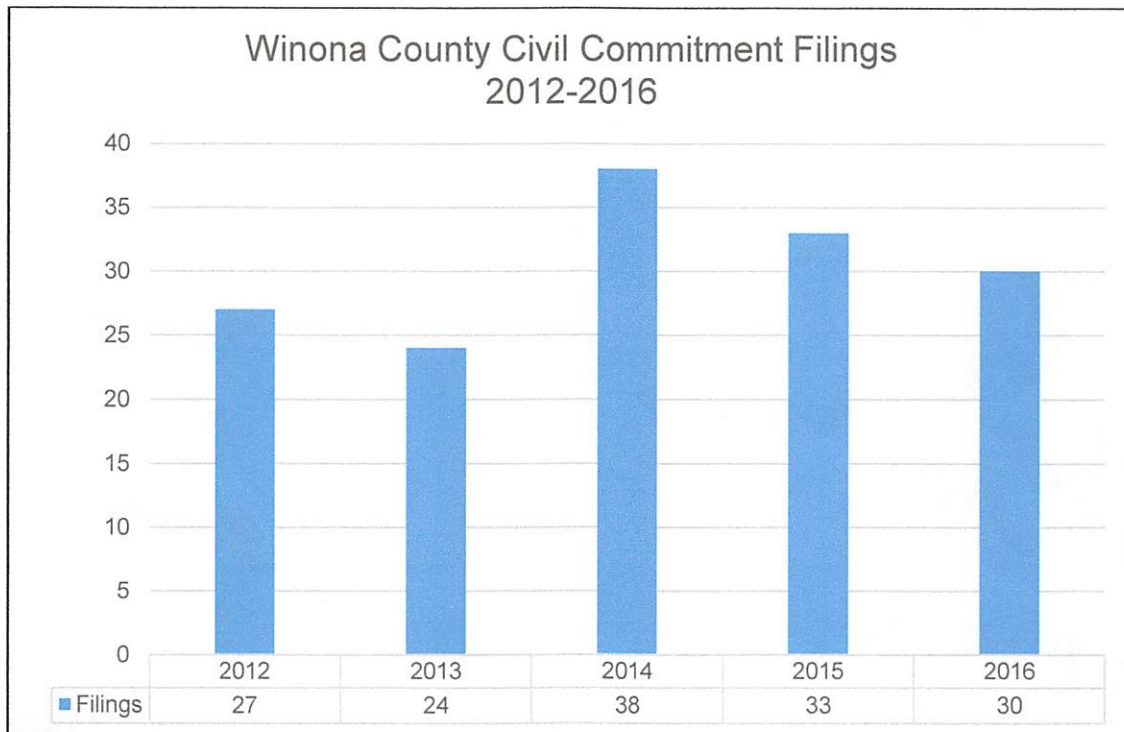


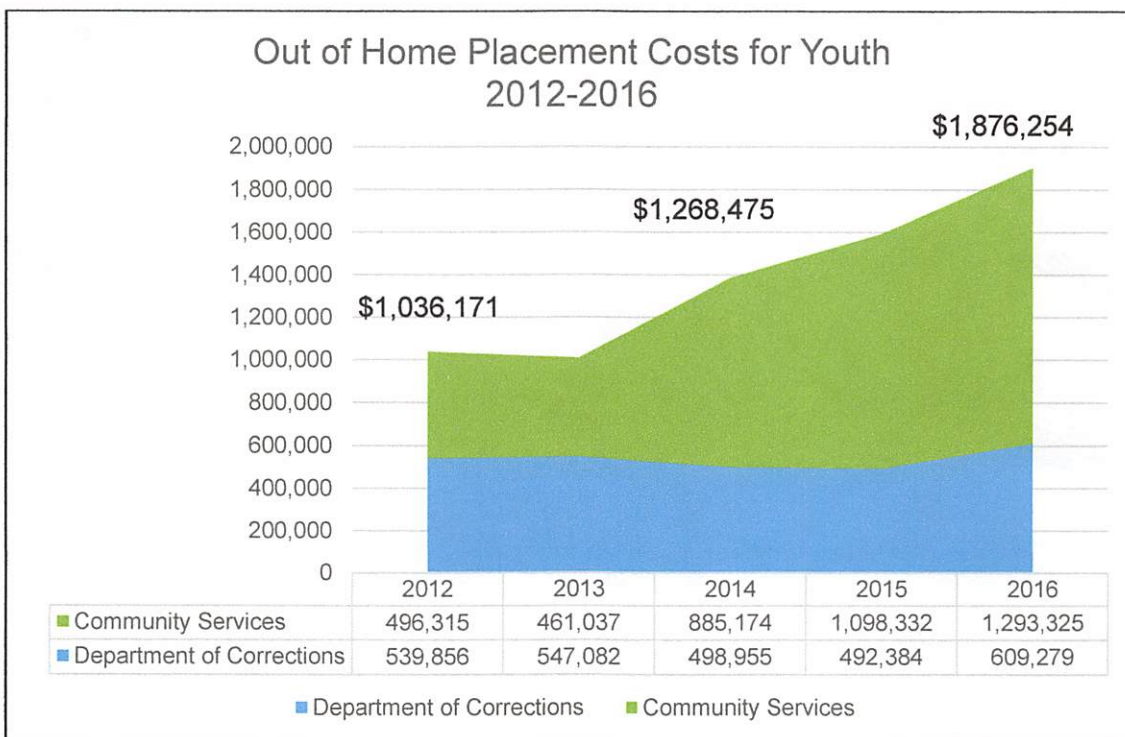
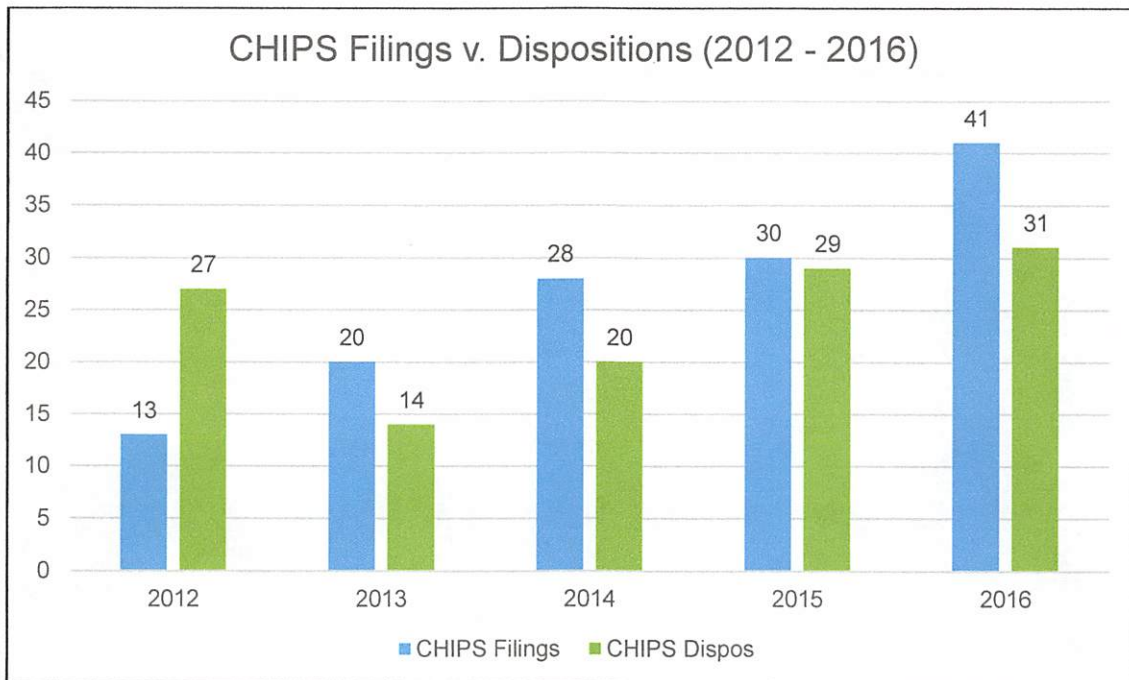
WCSO Transport- Mileage Per Year





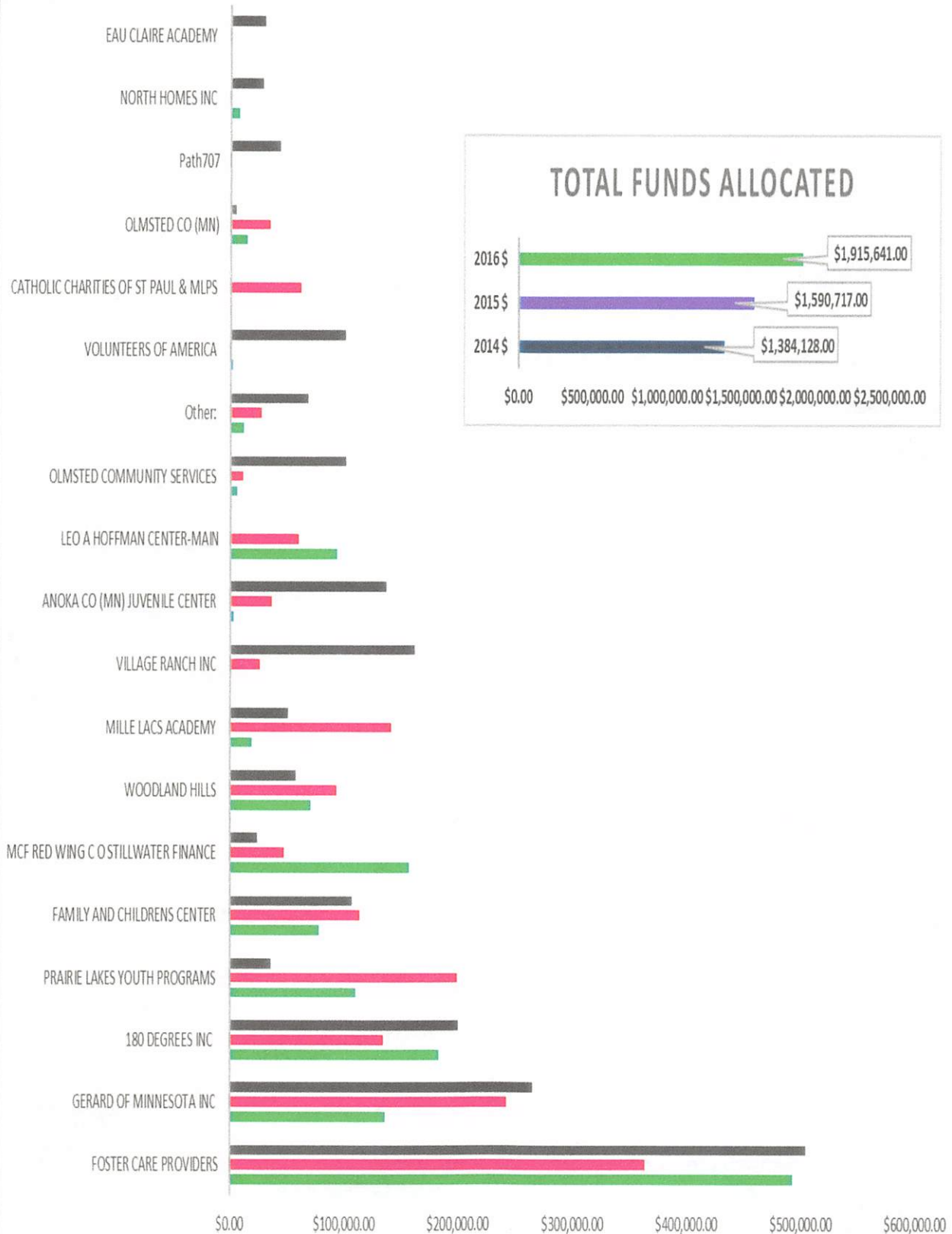
|| COMMUNITY SERVICES - CIVIL COMMITMENTS & CHILD PROTECTION





FUNDS ALLOCATED TO EACH SERVICE PROVIDER

■ 2016 ■ 2015 ■ 2014



Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
August 15, 2019 at noon at County Attys Conf. Room

Present: Rebecca Church, Kalene Engel, Marie Kovecsi, Karen Sanness, Kris Sather

Jail Advisory Subcommittee Request:

- **Transport Log Analysis:** Rebecca reviewed the juvenile transport logs from 2017, 2018 and 2019 to determine which transports could possibly have been avoided if Winona County had an 8 day secure detention area for juveniles. The transports were logged the same way in 2017 and 2019, but logged differently in 2018. In 2018, it seems as though only one way of the trip was logged, so Rebecca feels that those numbers could be doubled to be consistent with the other years. Following is a table of the miles and transport staff hours that could have been avoided:

	2017	2018	2019
Miles saved	14423	4889 x 2 = 9,778	3653 thru 7/15
Hours saved	306	112 x 2 224	84.75 thru 7/15

- **Cost of Secure Detention:** With the information from Rebecca's spreadsheet, Karen will be able to determine the actual costs expended for the secure detention beds.
- **Requirements for Juvenile Secure Detention Area in Jail:** Kalene arranged for a conference call with Callie Hargett, the Juvenile Justice Specialist for Minnesota, officed at the Minnesota Office of Justice Programs. Callie is the Inspector/State Compliance Officer for the Juvenile Justice & Delinquency Prevention Act, as well as the liaison to the Juvenile Justice Advisory Council. Callie made arrangements for Lisa Becking, of the Department of Corrections Inspection and Enforcement Unit, to join the call. Lisa is one of the two DOC inspectors for juvenile facilities in the State of Minnesota. Between Callie and Lisa, they can provide answers (or find answers) to most questions involving juvenile facilities. The following information was provided by Lisa and Callie:
 - The state must inspect every facility that has the ability to securely hold juveniles—over 400
 - Callie inspects the co-located facilities and is in the middle of inspection “season”
 - The four core protections that Callie must enforce are (1) removal from jail as soon as possible; 2) deinstitutionalization of status offenses; (3) reduction of disproportionate minority contact and (4) sight and sound separation.
 - Carver County and Washington County have co-located facilities (juvenile detention 8-day holding areas in their adult jail).
 - Lisa can be consulted during the construction and approval process for the new jail.
 - Rule 2960 is the applicable licensing rule.

- Washington County has the ideal setup for juveniles. Both counties take juveniles from other counties.
- There must be beds designated for juveniles versus adults. You can't "swing" your beds and use a bed for an adult bed one week and for a juvenile bed another week.
- Staff training for juveniles is different. Staffing rates are also different.
- Each county has a separate classroom area.
- Washington County uses a tunnel system for transport to court and a curtain system to maintain site and sounds separation.
- If there are adult trustees (inmates who work in the jail), they cannot have contact with the youth.
- The County must provide space for educational services, but the local school district is responsible for providing the educational services. The hours of education that must be provided are the same as what is provided to other students in the district.
- In Washington County, the jail that is used for school is the same one that is used for the rec room.
- Paula Halverson is the contact person at Department of Human Services for licensing of shelter care facilities.
- We are welcome to accompany Callie on either/both of her upcoming inspections at Washington or Carver County. She will be in touch with Kalene about dates.
- Callie also provided the following information via e-mail in advance of the meeting:
 - Sight and sound separation
 - Separation can be achieved through time phasing or structurally.
 - Adult offenders can never be in residential areas.
 - If they are non-residential areas, then they can be time-phased (common shared spaces include gym and dining.)
 - Facility must maintain separate juvenile and adult programs for recreation, education, dining and general living.
 - In construction, avoid any built in problems with sight lines. Also, consider separate juvenile sally port for entrance/exit as well as route for transfer to court.
 - Facility must have a training policy for staff who work with juveniles (certification).
 - Facility must meet Minnesota's juvenile licensing standards (just as any juvenile detention center would).
 - Be careful with the use of adult trustees (jail inmates who are performing work in the jail).

Adjournment: 1:05 p.m.

Next Meeting: September 19, 2019 at noon at County Attorney's Office

Site Visit to Washington County Jail – Juvenile Holding Area

September 5, 2019 at 1:30

Location:

Washington County Jail
15015 – 62nd St. N
Stillwater, MN 55082

Juvenile Facilities Contacts:

Phil Lick
Transport/Juvenile Sargeant
Washington Co. Sheriff's Dept
P.O. Box 3801
Stillwater, MN 55082
Phone: 651-430-7920
Email: phil.lick@co.washington.mn.us

Lisa Becking (not present)
Senior Inspector
Minnesota Dept of Corrections
Phone: 507-834-6226
E-mail: lisa.cain.becking@state.mn.us
*inspector for state compliance

Callie Hargett
MN Juvenile Justice Specialist
MN Dept of Public Safety
Office of Justice Programs
445 Minnesota Street, Suite 2300
St. Paul, MN 55101-1515
Phone: 651-201-7348
Email: callie.hargett@state.mn.us
*inspector for Federal compliance

Paula Halverson (not present)
Dept. of Human Services
651-431-5653
E-mail: paula.halverson@state.mn.us
*licensing for shelter care (non-secure)

Winona Reps Present: Jeff Mueller, Steve Buswell, Rebecca Church, Kalene Engel

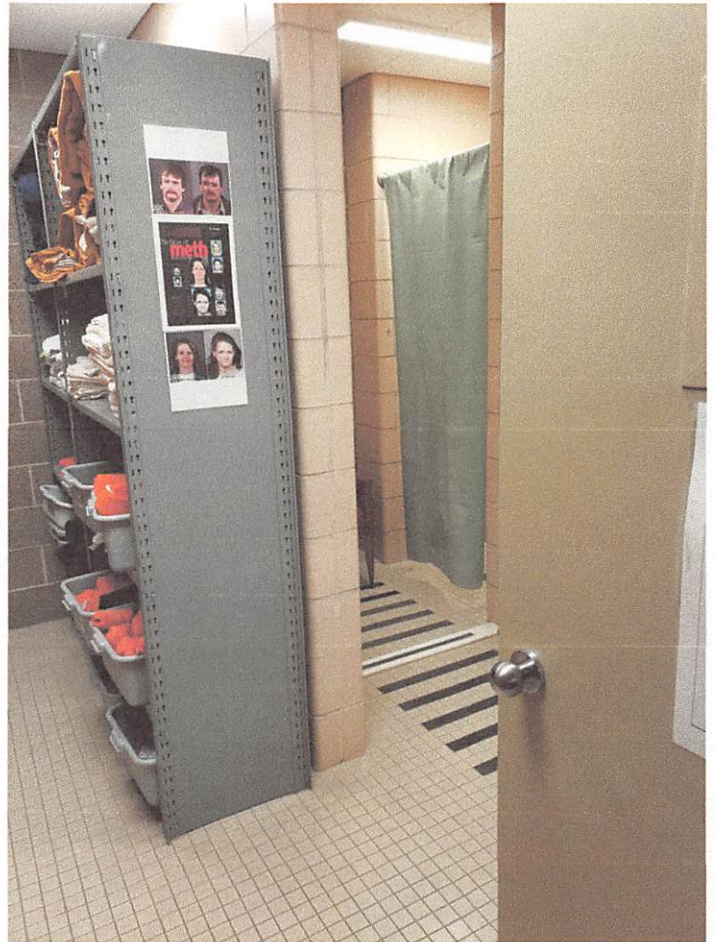
Summary:

- Background info
 - They sometimes take juveniles from other jurisdictions and charge them \$120/day
 - They can only keep kids a maximum of 8 days not including weekends or holidays
 - They contract some juvenile bed space at ECRJC and JAF.
 - Kids must have a qualifying crime in order to be held in secure detention—typically an assault or a crime with a victim and must meet other criteria (i.e. harm to self or others).
 - Be aware of Hamergren issues
 - There used to be an exclusionary clause about being able to work in a juvenile facility and then an adult facility which apparently doesn't exist anymore
 - Training
 - Callie will provide us with the statutory language; all staff who deal with juveniles must be trained in all things juveniles
 - In Washington County they do 40 hours of in service (Med pass, CIT, de-escalation) and basically cross train their folks
 - Wash County has a training manual with a section specific to juveniles
 - They also use Lexapro training
 - Records management

- Initial charting documents and property documents are done on paper and scanned
 - TRITEC is their records management system (Meeker County appears to have a good jail records management system)
- Per Callie, Carver County has a similar setup. They have a gym that is used by both adults and juveniles and use time phasing to maintain sight/sound separation
- Knutson Construction built the jail. It was built in the early 90s.
- Callie will be sending us additional information. She also provided us with the Juvenile Justice Advisory Committee Annual Report.
- We are welcome to come on Callie inspection of the Carver County Jail
- Phil Lick gave us a tour of the juvenile area including the sally port (used by both adults and juveniles) and the separate juvenile area.
 - They have done education with the local law enforcement to have them contact the jail first to make sure that the juvenile meets the criteria to be held.
 - Juveniles are driven into the sally port area but they do not interact with any adult detainees. This is done primarily through communication to make sure that the juveniles are cleared out into the separate juvenile intake area.
 - There is a door from the sally port into a corridor, then a separate door into the intake area where fingerprinting and photographs are taken.
 - Lick suggested that we have an area that could be accessed from both the juvenile and adult areas for photographs and fingerprinting.
 - Once the child crosses the door into the juvenile area, the jail has taken custody of them.
 - After entering the juvenile area, the children are taken into the property room where their property is stored. They are given a modified search, have access to a shower, provided with clothing and bedding
 - There are stacks of paperwork that must be completed as part of the intake process.
 - Staff on duty scan paperwork into their file and notify the parents.
 - Once kids are dressed they are taken to their cells
 - There are three cells in one pod and two in the other
 - The cells are 7 x 10 with a bed, sink and toilet
 - Male and female juveniles are allowed to see each other on the unit (no sight/sound separation prohibition for juvenile to juvenile, only juvenile to adult)
 - Depending on the day the juveniles can make phone calls
 - See the photos for rules on the unit
 - They use very little seclusion for juveniles
 - Kids are required to help with chores on the unit
 - Within the 1st 24 hours, a jail nurse will come to see the juvenile. The nurse will typically wait until after their first appearance to see them (in case they are not held)
 - If a kid can't medically be in the unit, they will not accept them.
 - They make sure that the juvenile is stable enough to be there. Some kids are in withdrawal when they are there.
 - Any child who stays more than two days must be provided with education
 - The district provides a teacher
 - The teacher will typically do some assessments
 - The total hours of instruction are the same as what the kids attending regular school would get
 - During a typical day, a juvenile is either receiving education, in the multipurpose room (or outside) or in their cell.

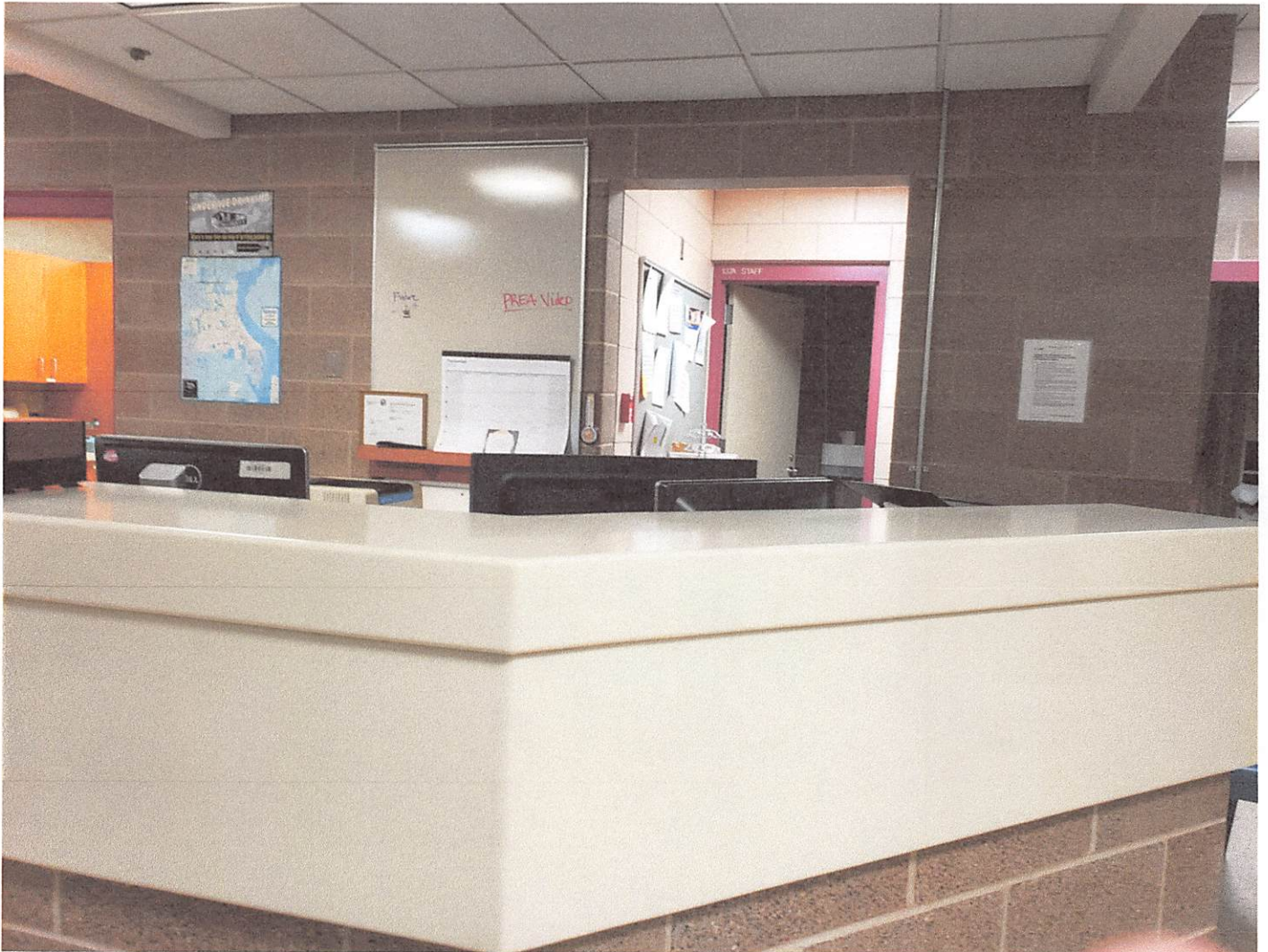
- The only visitors that are allowed are parents or guardians. On occasion, social workers or group home “moms” are allowed
- If the kids don’t comply with the rules, they will get restrictions such as no video game access
- The outside rec area is very small; kids are not allowed to be outside unsupervised
- There is always one person scheduled to work the unit 24/7
 - If there are no kids on the unit, Phil allows the officers to go home “subject to call”
 - If there are no kids on the unit, the officer who was assigned to the juvenile area would typically go work in the adult area.
- Going to court
 - They don’t handcuff the kids when they go to court
 - The route they take to the court must maintain the sight/sound separation from adults
 - They use radios to call ahead and clear the pathway to maintain sight/sound separation
 - One of the areas that they pass through is a glass walled training room for adults and they close a curtain on the outside of the room when the juveniles are walking by
- Other than the sally port, there are no shared spaces for juveniles. The juveniles eat, get program and do recreation in the juvenile area
- Bonus Tour: We got a bonus tour of one of the pods in the adult unit. Phil stated that a few inmates have jumped over the railing on the 2nd floor and gotten killed or hurt so they are now in the process of spending a lot of money to retrofit the railings to cage everything in all the way up to the ceiling.

Washington County Jail Juvenile Secure Detention



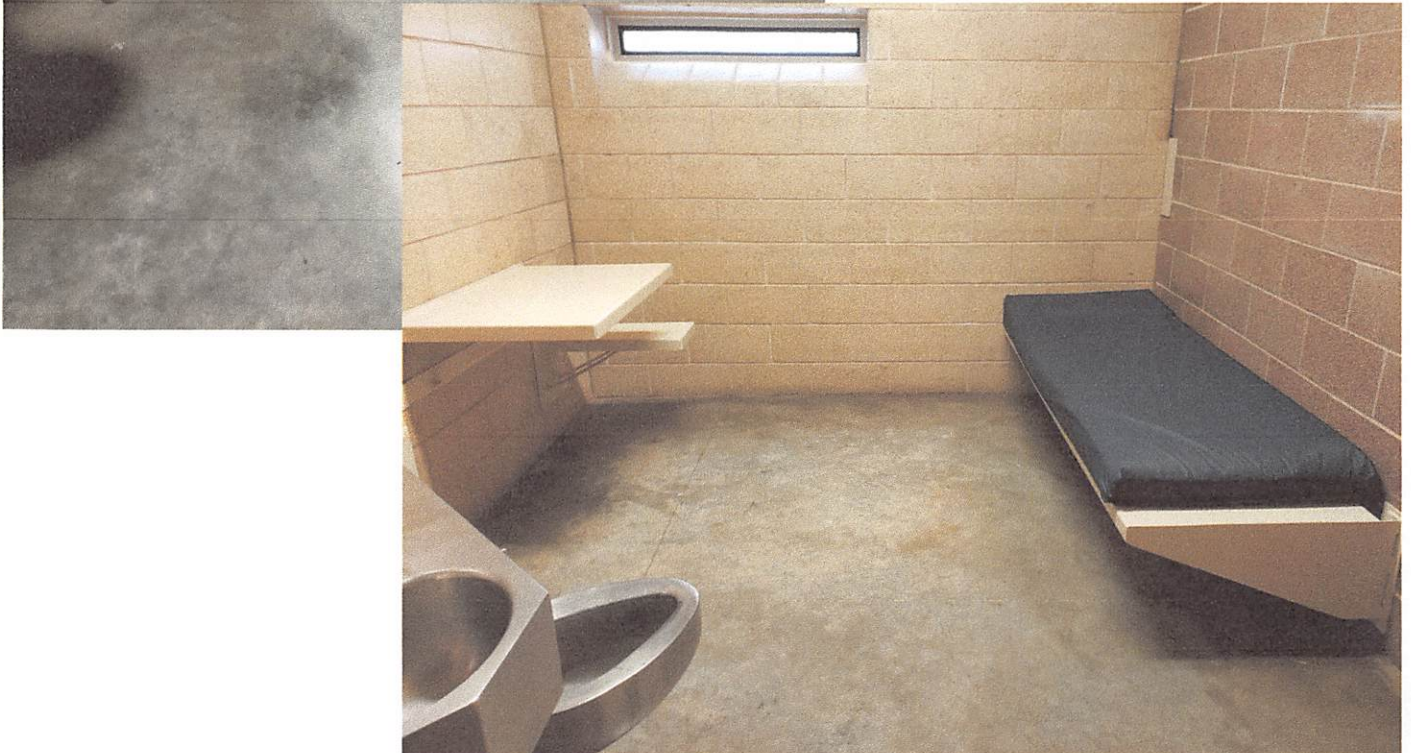
Property Room Area

Washington County Jail Juvenile Secure Detention



Staff Desk

Washington County Jail Juvenile Secure Detention



Pod One (3 cells)

Washington County Jail Juvenile Secure Detention



Pod Two (2 cells) Common Area

Washington County Jail Juvenile Secure Detention



Indoor and Outdoor Rec Areas

Washington County Jail Juvenile Secure Detention



Program/School Area

WCSO - JTHF
WASHINGTON COUNTY SHERIFF'S OFFICE - JUVENILE TEMPORARY HOLDING FACILITY

JUVENILE UNIT RULES: SUMMARY

JUVENILE UNIT RULES

READ YOUR HANDBOOK!! YOUR BEHAVIOR IS MONITORED TO ENSURE YOUR SAFETY AND SECURITY. SUPERVISION FOCUSES ON ACCOUNTABILITY, RESPONSIBLE BEHAVIOR AND HEALTHY CHOICES. EARLY STAFF INTERVENTION IS TO ENSURE LESS SERIOUS PROBLEMS LATER. STAFF IS NOT HERE TO SOLVE YOUR PROBLEMS, BUT TO ENCOURAGE SELF-RESPONSIBILITY AND RELATIONSHIPS WHICH FOSTER POSITIVE AND SUCCESSFUL BEHAVIORS.

IT IS EXPECTED THAT ALL STAFF DIRECTIVES WILL BE FOLLOWED PROMPTLY AND COMPLETELY.

STAFF ARE PREPARED TO ASSIST YOU WITH RESPECTFUL INTERVENTION AND/OR SANCTIONS IF YOU HAVE DIFFICULTY FOLLOWING THE UNIT RULES. SHOULD YOU DISAGREE WITH A SANCTION, YOU HAVE THE RIGHT TO APPEAL TO THE SERGEANT ON DUTY **AFTER** YOU HAVE COMPLIED WITH THE OFFICERS DIRECTIVES.

WE HAVE MULTI-DISCIPLINARY STAFF. THIS STAFF INCLUDES: MEDICAL STAFF TO ASSIST IN DISPENSING MEDICATIONS, MEDICAL SCREENING, AND EMERGENCIES, A RECREATION DIRECTOR WHO WILL ASSIST IN ACTIVE/PASSIVE RECREATION NEEDS, PROGRAM STAFF WHO SPECIALIZE IN EDUCATION, STAFF WHO ATTEND TO CANTEEN PROCUREMENT, ETC. (CONSULT HANDBOOK FOR DETAILS).

LOCK-UP. IN AN EMERGENCY OR AT OTHER TIMES, STAFF MAY CALL "LOCK-UP, LOCK-DOWN" AT ANY TIME. YOU ARE TO GO TO YOUR CELL **IMMEDIATELY** AND CLOSE THE DOOR.

NORMAL LOCK-UP TIMES ARE:

11:30 AM TO 12:00 PM

2:30 PM TO 3:00 PM

4:30 PM TO 5:00 PM

*** 9:15 PM TO 9:25 PM *** **UNIT CLEAN UP**

10:00 LIGHTS AND RADIO WILL BE TURNED OFF

IT IS EXPECTED THAT YOU WILL HAVE THE DAYROOM PICKED UP AND THE CHAIRS NEATLY STACKED AND PUT WHERE THEY BELONG BEFORE YOU LOCKDOWN.

MEALS: YOU ARE EXPECTED TO STAY IN THE DAYROOM AREA DURING MEALS WHETHER YOU EAT OR NOT. THE DAYROOM TABLES MUST BE CLEARED OF CARDS, BOARD GAMES, PAPERS, ETC., DURING MEAL TIME. **NO FOOD WILL BE KEPT FROM MEAL TRAYS. IF YOU DO NOT FINISH YOUR FOOD BEFORE RETURNING YOUR TRAY, THE FOOD IS TO BE RETURNED WITH THE TRAY. THROW AWAY EMPTY MILK CARTONS IN THE TRASH CAN.** TABLES ARE TO BE CLEANED AFTER EACH MEAL.

MEAL TIMES ARE AS FOLLOWS:

8:00 AM BREAKFAST

12:00 PM LUNCH

5:00 PM DINNER

8:00 PM EVENING SNACK

CLEAN-UP YOU ARE EXPECTED TO HELP KEEP THE JUVENILE UNIT CLEAN AND PICKED UP. AFTER BREAKFAST YOU WILL BE EXPECTED TO PARTICIPATE IN MORNING CLEAN UP. THIS WILL INCLUDE BUT NOT LIMITED TO: SWEEP OR DRY MOP YOUR CELL AND DAY ROOM, WET MOP YOUR CELL, SHOWER AND DAYROOM, CLEAN WINDOWS, MIRRORS, DAYROOM AND CELL TABLES, SINK AND TOILET. BEDS ARE TO BE MADE UNLESS YOU ARE IN THEM. YOUR CELL MUST BE KEPT NEAT AND ORDERLY. EVERY SATURDAY AND SUNDAY EXTRA CLEANING DUTIES WILL BE ASSIGNED.

LAUNDRY EXCHANGE: LAUNDRY WILL BE EXCHANGED DAILY BEFORE SHOWERS. YOU ARE EXPECTED TO SHOWER DAILY. SHOWERS WILL TAKE PLACE AFTER MORNING CLEAN UP. IF YOU NEED CLEAN LINEN OR CLOTHING AT OTHER TIMES, ASK STAFF. YOU MAY NOT COME OUT OF YOUR CELL UNLESS YOU ARE IN A COMPLETE UNIFORM. YOUR CLOTHING MUST BE CLEAN AND WORN PROPERLY (**NO SAGGING OF PANTS WILL BE PERMITTED**).

PHONE: ONLY ONE PHONE CALL PER DAY WILL BE PERMITTED. PHONES ARE LOCATED IN THE DAYROOM AND WILL BE THE ONLY PHONE UTILIZED. NO "FREE" PHONE CALLS WILL BE MADE FOR YOU. NO INCOMING CALLS WILL BE ACCEPTED- **DO NOT ASK STAFF TO DO THIS- YOU WILL BE TOLD NO!** PHONE CALLS ARE TO BE MADE ONLY TO THE FOLLOWING:
PARENTS, GRANDPARENTS, CLERGY, PROBATION OFFICER, ATTORNEY, OR LEGAL GUARDIAN. IF CALLS ARE MADE TO ANYONE OTHER THAN THOSE LISTED, PHONE PRIVILEGES WILL BE LOST. PHONES WILL BE MADE AVAILABLE TO YOU BETWEEN 5:30 PM AND 6:00 PM.

DAY AREA: YOU MAY NOT EXIT THE DAYROOM OR PROGRAMS ROOM WITHOUT PERMISSION FROM STAFF. (CELL DOORS MUST REMAIN SECURE AT ALL TIMES. **YOU ARE NOT PERMITTED IN ANY OTHER CELL**). PLASTIC CHAIRS ARE PROVIDED FOR YOUR COMFORT. ALL FOUR LEGS MUST REMAIN ON THE FLOOR. ANY ABUSE (TILTING BACK ON 2 LEGS, DRAGGING ACROSS THE FLOOR), COULD RESULT IN REMOVAL. FEET ARE PERMITTED ON THE METAL STOOLS, BUT NOT ON THE TABLES, OTHER PLASTIC CHAIRS, OTHER PEOPLE OR WALLS. THE TELEVISION WILL ONLY BE CONTROLLED BY THE OFFICER. **YOU ARE NOT PERMITTED TO ADJUST THE VOLUME, OR CHANGE THE CHANNEL. DO NOT HANG FROM THE SHELF. SOAP OPERAS AND TALK SHOWS ARE ABSOLUTELY FORBIDDEN.**

RECREATION: EACH RECREATIONAL ACTIVITY IS TREATED SEPARATELY AND MAY NOT BE ENTERED INTO WITHOUT STAFF PERMISSION. ALL RECREATIONAL EQUIPMENT IS HERE FOR YOUR USE. HOWEVER, YOU MUST ASK STAFF FOR PERMISSION TO USE IT. SOME EQUIPMENT MAY REQUIRE INSTRUCTION AND/OR SUPERVISION. A PARTIAL LIST OF RECREATIONAL ACTIVITIES INCLUDES BOARD & COMPUTER GAMES, CARDS, PUZZLES, DRAWING SUPPLIES, LEISURE BOOKS, SPECIALIZED BOOKS (AVAILABLE THROUGH RECREATIONAL STAFF), MAGAZINES AND EXERCISE EQUIPMENT.

ANY ABUSE OR MISUSE OF RECREATIONAL EQUIPMENT WILL RESULT IN LOSS OF PRIVILEGE AND DISCIPLINARY ACTION.

CANTEEN: CANTEEN IS OFFERED TUESDAYS AND FRIDAYS. ORDER FORMS ARE AVAILABLE UPON REQUEST. CANTEEN ORDERS SHOULD BE TURNED IN BY 8:00 AM ON THE DAY IT IS OFFERED. **SHARING OR TRADING CANTEEN WITH OTHER INMATES IS NOT PERMITTED AND WILL RESULT IN LOSS OF CANTEEN.**

VISITATION: THE VISITATION SCHEDULE IS AS FOLLOWS:

TUESDAY AND THURSDAY.....	NO VISITING
WEDNESDAY, SATURDAY, SUNDAY.....	8:30 AM UNTIL 10:30 AM
FRIDAY, SATURDAY, SUNDAY, MONDAY.....	6:00 PM UNTIL 9:30 PM

RESPECT YOURSELF

RESPECT OTHERS

RESPECT PROPERTY

I HAVE READ THE JUVENILE UNIT RULES AND UNDERSTAND THAT I WILL BE HELD ACCOUNTABLE FOR ALL MY ACTIONS WHILE HERE.

NAME _____

**Family Dependency Treatment Court Planning Team meeting minutes
October 30, 2019**

Present:

Judge Mary C. Leahy, District Court Judge

Michelle Kalmes, Court reporter

Douglas Egan, Law clerk

Heidi Neubauer, Guardian Ad Litem

Karen Sanness, Winona County Health and Human Services Director

Rebecca Church, Assistant County Attorney

Kalene Engel, Parent attorney

Carin Hyter, Treatment Court coordinator

The team has now visited and observed two family treatment courts, the one in Blue Earth County and the one in Dakota County.

The team is eager to move forward with planning and starting our own Family Treatment Court.

Judge Leahy has reached out to the State and informed them that we are moving forward with plans for a Winona County Family Treatment Court.

One position we would like to see created to assist with treatment court is someone to coordinate treatment. Karen S. has previously talked with Erick from Hiawatha Valley Mental Health Center about creating a position called Intensive Care Coordinator. The person in this position would assist a person with setting up treatment, getting to treatment, follow through with aftercare, outpatient treatment, housing, and other related necessities. This person/position could assist the family treatment court, adult treatment court, and other people as well. Karen will reach out to Erick again to start the process of creating this position. Most of the cost for this position can be reimbursed by MA.

Karen S. also noted that she is working with FCC regarding proving parents with UA tests. The idea is that FCC will be doing more, if not all of the testing, so the case workers will have to do less, to none, of the testing.

The team feels given the current child protection cases, Winona County have that we will have plenty of cases/families for our own family treatment court.

There was discussion about if the family treatment court cases would go to specific ongoing worker or if all four of the current ones would be taking them.

Carin H. informed the team that Winona County Treatment Court and Wabasha County Treatment Court would be combining.

Carin H. feels she could potentially be the coordinator for Family Treatment Court, but could not case manage it. It was confirmed that the ongoing social workers will be the case managers for Family Treatment Court.

Karin Sonneman is Carin H. supervisor and would need to approve this change/additional to Carin's position, along with the County Board. Carin H. is presenting to the County Board the week of Thanksgiving regarding the request to combine Winona and Wabasha's treatment courts.

In an ideal world, Carin H. would be the coordinator for the treatment courts and there will be a new position created to case manager adult treatment court.

The coordinator for family treatment court would be responsible for screening parents for family treatment court and for pulling together reports for staffings.

The screening of parents would need to happen by or at the EPC hearing on a child protection case.

The idea is that family treatment court would be held on the opposite weeks of adult treatment court.

Next steps:

- Complete needs assessment – Judge Leahy will complete this
- Create policies and procedures – Rebecca will work on this, with assistance from Kalene
 - Judge Leahy will send Rebecca Dakota County's policies and procedures
 - Rebecca will be on contact with Doug as needed
- Talk to Karin about Carin coordinating Family Treatment Court – Karen Sanness will do
- Karen S. will work with HVMHC regarding creating the Intensive Care Coordinator position
- Judge Leahy will reach out to Bruce Nelson as another parent attorney and Michael Kuehn as a child attorney and ask them about joining our team

Next meeting: December 5, 2019 at noon

Location to be determined?

Family Dependency Court Site Visit Notes
Taken by Kalene Engel

Blue Earth County (7/23/19): On July 23, 2019, the following representatives from Winona County travelled to Mankato (Blue Earth County) to do a site visit at the Blue Earth County Family Dependency Treatment Court (FDTC): Judge Mary Leahy, Rebecca Church, Kalene Engel, Carrie Meiners, Michaela Daley, Karen Sanness, Karrie Espinoza and Carin Hyter. The Winona County group met with the FDTC group prior to their staffing and then observed a FDTC session. Blue Earth County's FDTC Coordinator also coordinates its treatment court. In addition to an ongoing child protection social worker, Blue Earth has a case manager who works closely with the parent. The team consists primarily of the judge, guardian ad litem, parent's attorney, county attorney, treatment providers, coordinator, community resource person and parent case manager. The session that we observed was a graduation, so we did not observe what takes place in a typical court session. There was discussion about how children are not typically reunified faster with parents through family dependency court. In fact, sometimes it's slower. The whole team meets every other week, and the providers on the team meet weekly.

Dakota County (10/17/19): On October 17, 2019, the following representatives from Winona County travelled to Hastings (Dakota County) to do a site visit at the Dakota County Family Dependency Treatment Court (FDTC): Judge Mary Leahy, Rebecca Church, Kalene Engel, Heidi Neubauer, Michelle Kalmes and Doug Egan. Dakota County has one Coordinator, who is responsible for all screenings (starting at the EPC) and coordination of cases and is funded partly through state funding. A disqualifier for FDTC is a violent offense; another is an alcohol only addiction. Dakota County has dedicated child protection social workers and parent attorneys. They also have a Recovery Specialist who is responsible for anything related to the participant's chemical dependency treatment, including setting up a CD assessment, finding a treatment center and aftercare, getting progress updates, locating housing, drug testing, establishing social supports and creating a relapse prevention plan. The position was originally a grant-funded position but is now funded by the County and through state treatment court funding. The program is a 9-12 month program. The team consists of the judge, county attorney, social work and GAL supervisors, parent and kid attorneys, recovery specialist, child protection social worker, guardian ad litem and treatment providers. Hearings occur every two weeks, on the 1st and 3rd Thursday. People who fail out of FDTC get kicked back to a regular CHIPS track. As of last December, the reunification rate was 67%. The graduation rate is 54%. We observed the staffing, which took place prior to the court session as well as a traditional treatment court session, which included multiple participants in different phases. The judge was largely responsible for delivering the message of the team to the participant. Court orders were made available to all parties after each participant's hearing.

Winona County Criminal Justice Coordinating Council
Juvenile Justice Committee Meeting Minutes
November 21, 2019 at noon at County Attys Conf. Room

Present: Rebecca Church, Kalene Engel, Marie Kovecsi, Teri Henderson

Jail Advisory Committee Request: Karen Sanness provided data regarding the costs of out of home placement to Justin Green via email. Thus, this committee has completed the tasks assigned to it by the Jail Planning Committee. The County Board is supposed to be receiving an update on the progress of the Jail Planning Committee in January. Steve Buswell (sometimes with others from the Planning Committee) have been going around to different organizations to do presentations on the jail.

Family Treatment Court Updates: Discussion of Family Treatment Court originally began in this committee in March of 2017 and continued through October of 2017. Discussion resumed in December of 2018 with a smaller group of individuals. Additional individuals joined that group and have been working through task list from the judicial council. During the past few months, the group has also visited two different family treatment courts in Minnesota (Dakota and Blue Earth County), with Rebecca also visiting the Dodge County Hybrid Court. At its last meeting, this group decided to move forward with pursuing a Family Treatment Court. Kalene has reviewed some of the research and training materials available on the internet and offered to summarize and simplify some of the information for use by the group. Noting that the composition of this committee is similar to that of the family dependency court treatment group and that additional meeting time would help speed up progress, she suggested that time be allocated during committee meetings for this issue. The next meeting of the planning group is December 5, 2019 at noon.

Other:

- **Juvenile Delinquencies:** Delinquency numbers have been decreasing, as have out of home placements. Transportation has been going very well since Amber Moore has been doing the transports.
- **Wraparound Grant:** Winona County DHS received a grant to provide assistance and funding for youth and families, but no one present was aware of the details of that grant. Marie will reach out to Karen Sanness for details.

Adjournment: 1:02 p.m.

Next Meeting: December 19, 2019 at noon at County Attorney's Office – bring a dish to pass for a potluck!

Whitman County Community Justice Committee Meeting Minutes
November 13, 2019 at noon in County Attorney's Office

Present: Rebecca Church, Klara Engel, Maria Howell, Ted Johnson

Jeff Advisory Committee members: When business was discussed regarding the costs of out of home placement to last in Green vs. family. When this committee has completed the work assigned to it by the Jail Planning Committee. The County Board is supposed to be receiving an update on the progress of the Jail Planning Committee in January. Steve Bassett (as minutes) will report from the Planning Committee) have been going around to different organizations to get consultations on the jail.

Family Treatment Court Update: Discussion of Family Treatment Court originally began in this committee in March of 2017 and continued through October of 2017. Discussion resumed in December of 2018 with a smaller group of individuals. Additional individuals joined that group and have been working through task list from the judicial council. During the past few months, the group has also started two different family treatment courts in Whitman County (Jokan and John) with Rebecca also visiting the Dodge County Judicial Court. At the last meeting, this group decided to move forward with pursuing a Family Treatment Court. Maria has reviewed some of the research and writing materials available on the internet and offered to summarize and simplify some of the information for use by the group. Noting that the committee is uncertain as to the family dependency court group and that additional meeting time would help speed up progress, she suggested that time be allocated during continued meetings for this issue. The next meeting of the planning group is

December 2, 2019 at noon.

Others:

- The Judicial Dependency numbers have been decreasing as have out of home placement. Transportation has been going very well since earlier. Maria has been taking the transportation.
- Whitman County Board: This received a grant to provide dental and medical for youth and families but no one present was aware of the details of that grant. Maria will talk to one of Klara's business for details.

Adjournment: 1:03 p.m.

Next Meeting: December 19, 2019 at noon in County Attorney's Office - having a date to pass for a

**The Juvenile Justice Committee did not meet
in December 2019.**

**A workgroup met to plan a Family
Dependency Treatment Court and those
minutes are included**

Family Dependency Treatment Court Planning Team meeting minutes
December 5, 2019

Present:

Judge Mary C. Leahy, District Court Judge
Douglas Egan, Law clerk
Michelle Kalmes, Reports
Heidi Neubauer, Guardian Ad Litem
Karen Sanness, Winona County Health and Human Services Director
Jonathan Loomis, Winona County Health and Human Services Supervisor
Carrie Meiners, Child protection on going worker
Rachel Madison, Child protection on going worker
Sarah Larson, Child protection on going worker
Alyssa Passehl, Child protection on going worker
Rebecca Church, Assistant County Attorney
Kalene Engel, Parent attorney
Carin Hyter, Treatment Court coordinator
Bruce Nelson, Parent attorney

The team reviewed the tasks from last meeting:

- Complete needs assessment – Judge Leahy will complete this
 - The CHIPS chart has been completed and reviewed
 - Judge Leahy and Doug will review the chart and gather more information if needed for the needs assessment
 - Judge Leahy will reach out to the group if she needs more cases reviewed
- Create policies and procedures – Rebecca will work on this, with assistance from Kalene
 - Judge Leahy did get the policies and procedures from Dakota county
 - Rebecca has reviewed them
 - Rebecca continues to put together a basic structure for the group to review
- Talk to Karin about Carin coordinating Family Treatment Court – Karen Sanness will do
 - Discussions have started
 - There are no updates since the last meeting
- Karen S. will work with HVMHC regarding creating the Intensive Care Coordinator position
 - Karen has meet with Erick S. from Hiawatha Valley Mental Health Center
 - They are working on moving forward with this position. They are working with the State regarding being an approved provider.
 - Common Ground already has a person trained as an Intensive Care Coordinator and they are taking clients.
 - Karen would like to be able to hire a county employee as the Intensive Care Coordinator.
 - Karen will pull a job description for this position.

- Kalene offered to look for possible grants
 - There is a possible grant opportunity currently available. It's for expending a current Treatment Court. There was discuss if creating a FDTC in a county that already has a TC would qualify under the grant. The grant is due in February.
- Most people had watched the Read Set Go webinar.
- Most people were at least started on working through the Family Drug Court Tutorial

Additionally, it was discussed about who else should be coming to the table to work on policies and procedures. It was also discussed who should be at staffings and part of the team when that starts. One group that was discussed was CRAFT. Judge Leahy, Doug, and Michelle were going to work on putting together a list of people that would fall in each category.

There was a discussion regarding mapping community resources. Rebecca thought that maybe Engage Winona already has a resource guide. She will look into that.

- Anyone else that is aware of a resource guide or resources in the community that clients of the FDTC should have access to, please forward that information to Kalene.

There was a discussion regarding what the plan is to move forward. Rebecca will start putting agendas together for upcoming meetings. The next meeting we will focus on a mission statement, a visions statement, and the target population. Rebecca will review what others have done and have some ideas for the group to work with.

Next Steps:

- ☐ If anyone hasn't watched the Ready Set Go webinar, please do
- ☐ Everyone complete the Family Drug Court Tutorial
- ☐ Judge Leahy will put together a list of people/organization for the different groups/teams of FDTC
- ☐ Anyone that has information on resource guides, or important resources for FDTC, please forward that information to Kalene
- ☐ Rebecca will have an agenda prepared for the next meeting along with ideas for a mission statement, vision statement, and target population

Next meeting: January 15, 202 at noon
Court Administration Conference Room