

Community Outreach & Diversity
Committee Minutes

January – December 2021

The Community Outreach & Diversity Committee did not meet in January 2021.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
February 17, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Carin Hyter, Marie Kovecsi, Rebecca Church, Fatima Said

Minutes by: Kalene Engel

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

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

Virtual Outreach Event: Several people still need to complete their video clips. Kalene posted the templates on the CJCC Virtual Tour website, so they are accessible to anyone wanting to do a video clip.

Websites: Website revisions are mostly complete. Kalene shared her screen to show the changes. Carin has updated the Treatment Court page on the County Justice Services web pages. Stephanie created an expungement page for the Winona County website which is accessible through a Winona County click-through button on the Minnesota Attorney General's expungement page: HelpSealMyRecord.org. Thus far, Karin has received four online submissions for expungement through the site.

CJCC Facebook Page: Kalene continues to post a few times per week on issues relevant to the CJCC. The Facebook feed shows up on the website.

Recent Outreach Events:

- **Jail Forum:** On December 14, 2020, several justice system members provided information to the public on the jail replacement project. Several attendees expressed concern about the lack of ability to dialogue with the presenters.
- **Listening Sessions:** To address some of the community concerns about the limited interaction provided by the jail forum, the County Board is making arrangements for some listening sessions. Brian Voerding of Engage Winona will be facilitating the sessions and will also be attending the Sequential Intercept Mapping.
- **Juvenile Detention Issues:** Marie and Rebecca participated in a meeting with some community members who had some questions about the juvenile process and programs. Based upon some of the questions, it appears as though more information and education for the public on these issues would be beneficial.
- **Winona Post Newspaper Article:** A reporter from the Winona Post submitted a number of questions to Karin regarding the juvenile justice system and data. He plans to publish

an article on the juvenile justice issues soon. Karin and Rebecca responded to those questions. Karin would like that information also made available on the CJCC website.

- **Minnesota Paralegal Association Presentation:** On February 12, 2021, Kalene gave a presentation on the CJCC to the Rochester Chapter of the Minnesota Paralegal Association.

Strategic Planning for Outreach: Members discussed ways to provide accurate information about the justice system and work of the Winona County CJCC. Some of the aforementioned outreach activities and the upcoming SIM Mapping Workshop may help identify areas where more education is needed. Karin noted that the 10th anniversary of Treatment Court will occur in 2022, so planning an anniversary activity for Treatment Court could be part of a strategic plan. That year is also the 15th anniversary of CJCC. Karin noted that one of the most impactful events that we have done is the Law Day event. COVID has affected our ability to hold this event in 2020 and 2021. Kalene noted that the virtual tour clips (once completed) could serve as a substitute for Law Day for this year.

Future Meeting: March 17, 2021 at noon

Adjourn: 12:57 p.m.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
March 17, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Carin Hyter, Marie Kovcesi, Emma Severson, Crystal Hegge, Deb McClellan, Kate Doyle Claire Exley, Fatima Said

Minutes by: Kalene Engel

Welcome & Call to Order: 12:02 p.m.

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

Virtual Outreach Event: Member discussed strategies to get more people to complete Virtual Tour Clips. The second page of the Powerpoint template (posted on the bottom of the Virtual Tour webpage (<http://winonacountycjcc.org/virtual-tour/>)) provides an outline of questions for the presenter to discuss. People who have completed the clip have indicated that it is easier to prepare a script of the narrative first and then read from it to do the recording. Emma will be completing an internship with CJCC and is willing to help people create the video clips which should help with people who have questions/issues with technology.

Virtual Law Day: The Virtual Tour video clips could be used as a virtual substitute for the Law Day, which CJCC is unable to hold (again) due to COVID. However, we do not have all of the clips that we would need to have in order to cover all of the “stations” that we traditionally did during Law Day. Suggestions were made to create a worksheet with questions for the students to answer with possible incentives, such as giveaways from local businesses. Karin will reach out to the superintendents of the county schools to gauge interest.

Facebook/Websites: Kalene and Claire are regularly posting on the Facebook page. Kalene regularly updates the website.

HelpSealMyRecords: Thus far, Karin has received 14 expungements requests through the website. Many of them are ineligible because not enough time has elapsed since the conviction. She plans to include more information on the website regarding eligible expenses.

Recent Outreach Events:

- **SIM Mapping Workshop:** Many members of the committee attended the recent SIM Mapping Workshop on March 12th. All felt the process went very smoothly and offered a safe place to share their concerns. By all accounts, the contributions from people with lived experiences was very valuable. The SIM facilitators were impressed with the programs we had in place already. The next session is March 26th.
- **Winona Human Rights Commission:** During the March 3rd Human Rights Commission Meeting, the proposed resolution to oppose the construction of a juvenile detention center was tabled. Karin did attend the meeting to provide clarification. Fatima

noted that it seems like there is a lot of misinformation being circulated, so it is important for people who are aware of the facts to provide input and information when possible.

- **Winona Post Editorial on Juvenile Detention:** The Winona Post contained an editorial in last weeks' edition about the confusion over whether there are or are not plans for a juvenile facility. Karin noted that there are no immediate plans for one.
- **Engage Winona Listening Sessions:** Engage Winona has been hired to conduct listening sessions on the justice system, the first of which will occur on March 24th. See the Engage Winona Facebook Page and/or CJCC Facebook Page for more information.

Other:

- Three members of Project Fine are now certified In Intercultural Development Inventory. The IDI is an assessment of intercultural competence that can be used by individuals and organizations to build intercultural competence to achieve diversity and inclusion goals and outcomes.
- The Advocacy Center of Winona will be sponsoring several events in April, which is Sexual Assault Awareness Month. See the organization's Facebook page for more information.
- Winona County will be receiving approximately \$9.7 million in new funding under the American Rescue Plan. Guidelines are still being developed but, in general, the funding must be spent on COVID related expenses.

Future Meeting: April 14, 2021 at noon (one week earlier than normal due to Karin's unavailability)

Adjourn: 1:05 p.m.

The Community Outreach & Diversity Committee did not meet in April or May of 2021.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
June 16, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Carin Hyter, Marie Kovecsi, Emma Severson, Deb McClellan, Claire Exley, Fatima Said, Katie Van Eijl

Minutes by: Kalene Engel

Welcome & Call to Order: 12:04 p.m.

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

Virtual Outreach Event: No additional video clips were received within the past month. Emma is available to assist with the technology piece, but the person creating the links needs to create the script. Marie may reach out to Chris Meyer so they can do a joint clip on the County Commissioner role.

Facebook/Website: Kalene continues to post items on Facebook once or twice a week. Karin suggested the possibility of social media aimed at the younger generation, such as Instagram.

Intercultural Development Inventory (IDI) Assessment: Fatima and Katie discussed the IDI, a new offering of Project FINE which they feel might be beneficial for the CJCC. The IDI allows organizations to assess individual and group cultural sensitivity and build awareness of intercultural issues. It can also be used to develop a plan to address any deficiencies. The cost of a group profile debrief is \$2,000 per group; an individual profile feedback session is \$300 per person. A funding source would need to be identified for this assessment, should CJCC members wish to pursue it. (See attached page for more details).

Recent Outreach Events:

- **SIM Mapping Workshop:** The workshop took place in March. The final report was received at the end of May and distributed to attendees. Kalene updated the 2016 SIM Chart with the information from the report, as well as other information gathered from various sources since 2016. At a meeting held this morning of the CJCC Executive Committee and Committee Chairpersons, a tentative plan was developed for how to address the SIM Map Gaps. One of the gaps identified was the need to have more information/visibility about community programs, both programs of the CJCC and of the community at large. Karin who will reach out to him. Deb noted that focusing publicity/outreach on things that are going well helps combat some of the negativity from other sources who seem to dwell on the negatives.
- **Engage Winona Listening Sessions:** The listening sessions are complete and a final report is available on the engagewinona.org website. Some of the findings and recommendations in the Engage Winona Report were similar to those of the SIM Report. It is not clear what the next steps are with respect to the Engage Winona report.

Discussion of the Future Work of COD: Discussion was held and feedback gathered on the following regular or semi-regular events of COD:

- **County Fair:** Too late this year to participate.
- **October Summit:** Start planning now for an in-person event, hopefully at the Middle School and focusing on the replacement jail and the programming space that will be available. A before (existing jail) and after (what replacement jail will look like) might help people understand the need for the replacement jail.
- **Elected Officials Event:** Continue with the event, but don't start planning until the fall.
- **Law Day:** Continue with the event, which traditionally takes place in the spring.
- **Celebrations:** Treatment Court will start to plan its 10 year anniversary celebration, which coincides with the 15 year anniversary of CJCC. Participants and graduates of treatment court will be marching in the Steamboat Days Parade on June 13th.

Adjourn: 12:51 p.m.

Next Meeting: July 21, 2021 at noon.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
July 21, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Carin Hyter, Marie Kovecsi, Deb McClellan, Rebecca Church

Minutes by: Kalene Engel

Welcome & Call to Order: 12:04 p.m.

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

Virtual Outreach Event: No updates.

Facebook/Website: Kalene continues to post items on Facebook once or twice a week. The website is undergoing revisions to add information about WRAP+.

SIM Mapping Workshop: The CJCC has approved a workplan for the gaps identified during the SIM Map Workshop. Three CJCC Committees will be prioritizing the gaps and creating workgroups to address those gaps. Once the workgroups are identified, Kalene plans to send an email to the people who participated in the SIM Map Workshop, inviting them to be a part of the one or more of the workgroups.

Discussion of the Future Work of COD: Due to time constraints, the future work discussion focused on the October Community Collaboration summit. Several ideas for format and possible speakers were mentioned, with general themes focusing on the facility and how it will address the deficiencies in the current jail, including allowing for more space for programming. The date and time were set: October 14, 2021 from 6-7:30 p.m. via Zoom. A workgroup was created and will meet at the end of August to further plan the event.

ASAP – Vaping: Rebecca serves on the ASAP tobacco subcommittee, which would like to create more visibility in the community about the dangers of vaping. They would possibly like to partner with the CJCC on a program or project. Kalene noted that the 2019 Community Collaboration Summit was on vaping and some of that material could be used.

Adjourn: 12:45 p.m.

Next Meeting: Community Collaboration Summit will meet on August 25, 2021 at 8:00 a.m.; no committee meeting in August.

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
Community Collaboration Summit Workgroup Meeting
August 18 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Emma Severson, Claire Exley, Deb McClellan, Fatima Said

Minutes by: Kalene Engel

Welcome & Call to Order: 12:04 p.m.

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

Community Collaboration Summit Planning: Members discussed/planned the 2021 Community Collaboration Summit and agreed upon the following:

- Date/Time: October 14, 2021 from 6-7pm
- Presentation Format: Zoom with powerpoints. Kalene noted that she was able to create a Powerpoint for the WRAP+ video where she recorded her screen (cursor movements, webpage navigation) and then recorded a voiceover. She thought this could be used effectively with Steve's model and "blueprint" of the jail.
- Topic: Overview of the Replacement Jail
- Draft Agenda:
 - **Introduction/timeline (5 minutes):** Karin to provide welcome, overview of the agenda and a timeline of events leading up to construction of the jail.
 - **Narrated Tour of the Jail (40 minutes):** Steve Buswell to do a presentation with pictures/photos showing the new jail (contrasted with the current jail) and describing the areas of the jail, the function/purpose the area serves and how/why it is different/improved from the current jail.
 - **FAQs or Questions/Answers (10 minutes):** Depending upon Steve's comfort level, this could either be a presentation of questions that Steve has frequently been asked during the course of this project and his answers or an open session where he can field questions from attendees. Claire noted that Zoom provides a "conference" feature which provides additional functionality as far as video and audio controls.
 - **Thank you/closing comments (5 minutes):** Karin

Next steps:

- Claire will check into the conference feature on Zoom/Ring Central.
- Karin will update the timeline from the previous Community Collaboration Summit on the Jail.
- Kalene will reach out to Steve Buswell and work with him on the slideshow/video overview. She will also ask him about how he would like to handle the questions portion of the presentation
- Kalene will work on an invite.

Adjourn: 12:40 p.m.

Next Meeting: September 15, 2021 at noon

**Criminal Justice Coordinating Council
Community Outreach & Diversity Committee
Community Collaboration Summit Workgroup Meeting
September 15, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Deb McClellan, Fatima Said

Minutes by: Kalene Engel

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

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

Community Collaboration Summit Planning: Members discussed/planned the 2021 Community Collaboration Summit and agreed upon the following:

- **Date/Time:** October 14, 2021 from 6-7pm (tentative). If Steve Buswell needs more time to create the presentation, we can push the date out to accommodate.
- **Presentation Format:** Zoom with recorded Powerpoints for at least the initial presentation. The Frequently Asked Questions portion could either be a live or recorded. Claire had previously provided information that that Zoom provides a “conference” feature which provides additional functionality as far as video and audio controls. Karin will ask her to look into this functionality using Ring Central. Kalene has provided Steve with the Powerpoints that were used during the previous CCS on the jail and is scheduled to meet with him on September 22nd to discuss the technology/content.
- **Topic:** Virtual Walkthrough of the Jail Overview of the Replacement Jail including a discussion of how the jail will be different/improved from the existing jail.
- **Draft Agenda:**
 - **Introduction/timeline (5 minutes):** Karin (or other designated moderator if Karin is not available) to provide welcome, overview of the agenda and a timeline of events leading up to construction of the jail.
 - **Narrated Tour of the Jail (40 minutes):** Steve Buswell to do a presentation with pictures/photos showing the new jail (contrasted with the current jail) and describing the areas of the jail, the function/purpose the area serves and how/why it is different/improved from the current jail.
 - **FAQs or Questions/Answers (10 minutes):** Depending upon Steve’s comfort level, this could either be a presentation of questions that Steve has frequently been asked during the course of this project and his answers, a FAQ with questions chosen from among questions that are submitted in advance of the meeting or an open session where he can field questions from attendees.
 - **Thank you/closing comments (5 minutes):** Karin (or other designated moderator)
- **Invite:** Kalene screenshared the completed invite.

Next steps:

- Claire will check into the conference feature on Zoom/Ring Central.
- Karin will update the timeline from the previous Community Collaboration Summit on the Jail.
- Kalene meet with Steve Buswell on September 22nd to work with him on the slideshow/video overview and ask him about how he would like to handle the questions portion of the presentation
- Another workgroup meeting on October 6th at 11:00 a.m. to assess progress and finalize date.

Adjourn: 11:45 p.m.

Next Meeting: September 15, 2021 at noon

The Community Outreach & Diversity Committee did not meet in October, November or December of 2021.