

Courts Committee Minutes

January – December 2021

The Courts Committee did not meet in January 2021.

COURTS COMMITTEE MINUTES

Winona County

February 18, 2021 | 8:15 a.m. via Zoom

Approval of Minutes And Ongoing Updates

- I. **Minutes** - The December 2020 minutes were approved. There was no January 2021 meeting.
- II. **Treatment Court Update (Carin Hyter)**
 - a. There are currently 12 participants in the program. One new woman was recently sentenced into treatment court, one person is in termination proceedings, and there was one graduation in the planning stages.
 - b. One to two people are getting close to being sentenced into Treatment Court.
 - c. Bill and Carin continue to do home visits and the participants seem to be doing well. Regular drug testing has restarted at the jail as of February 1st.
 - d. The Treatment Court program evaluation is underway and will need to be completed by June. Professors from Winona State are doing this evaluation for Treatment Court. The Treatment Court intern is also assisting with compiling data.
 - e. Family dependency treatment court is spending time to review and create policies. They did not get the grant they expected to get, but are looking for other funding sources.
 - f. In 2022, Treatment Court will have its ten year anniversary and CJCC will have its 15 year anniversary.
 - g. Carin reported that she is now on the board of directors for the Alliance for Substance Abuse Prevention. Carin will also be attending coordinator training end of February
- III. **Veteran's Court Update (Preston Selleck)**
 - a. Veteran's Court is up to 32 accepted participants district wide. This is higher than their original target number of 15. Right now they are getting a lot of referrals from Rice and Dodge Counties.
 - b. Dodge and Steele Counties recently offered to help with drug testing. Preston also had a productive meeting with the Olmstead County Attorney's Office who he is hoping to get more involved in Veteran's Court.
 - c. Veteran's Court reports good relationships with Winona and will focus on finding same support in other counties in district.

Sequential Intercept Mapping Workshop (Kalene Engel)

- I. March 12th and 26th are set aside for conferences on this topic. Kalene requested that those who signed up complete the survey that was sent out prior to those dates.

- II. Over 60 people were invited to the event. The goal is to create a strategic plan for the workshop going forward.

Expungement Update (Karin Sonneman)

- I. As of February 1, 2021, Winona County now has a “button” on the Attorney General’s expungement page that links directly to the County. There is also a link on the County Attorney’s web page. There have been four applications using the new button so far.
- II. This process will help determine if people qualify for a prosecutor led expungement. However, it does not address more serious offenses. There is a list of eligible offenses.

Eviction Planning (Judge Buytendorp)

- I. The moratorium on evictions is in effect at least until March 15, 2021.
- II. The Third Judicial District has a plan to use senior judges to handle eviction hearing blocks. The approach will be more regionalized rather than county by county. This is still in the planning stages.
- III. Courts Committee discussed what Winona can do individually:
 - a. There are currently 12 pending eviction cases in Winona. However there is concern of a potential flood of cases once the moratorium is lifted.
 - b. The Winona approach will depend on whether they join the larger joint diversion plan.
 - c. The housing committee noted that there may be funding available for people with past due rent. WRAP+ funding may not be available until Q2 after community connector position is filled and trained.

Multiple File Docket in February (Judge Buytendorp)

- I. The Court held a special session the week of the February Courts Committee meeting.
- II. The event did not go as planned as almost none of the cases were settled.
- III. Unfortunately the backlog of cases is creating scheduling issues down the line.

Open Discussion Items

- I. Future planning for warrants – Winona still has a lot of active warrants. Committee members suggested that they start thinking about what they can do to address active warrants.
- II. Becky Brandt will run a report on how many active warrants are out there. Last time, around 120 old warrants were identified. The County Attorney’s Office was able to eliminate around 70 very old warrants last time they looked at it.

COURTS COMMITTEE MINUTES

Winona County

March 18, 2021 | 8:15 a.m. via Zoom

In Attendance

Judge Buytendorp, Alex Thillman, Kalene Engel, Trish Chandler, Marie Kovecsi, Preston Selleck, Emma Severson, Carin Hyter, Becky Brandt, Kate Doyle, Karin Sonneman, Julie Koop, Renee Rumpca

Approval of Minutes And Ongoing Updates

- I. Minutes** - The February minutes were approved.
- II. Update: Prosecutor Led Expungements (Karin Sonneman)**
 - a. So far, there have been 14 applications for expungement under the new website feature.
 - b. However, it was noted that many people who applied did not meet the statutory requirements for expungement. Members discussed making the requirements and waiting periods more conspicuous.
- III. Update: Eviction Moratorium (Karin)**
 - a. Governor's Order extended to April 14, 2021.
 - b. No update on plan for senior judges to handle eviction cases in consolidated calendar blocks. Presently, the district administrator is working with at least three court administrators in the 3rd Judicial District to plan this.
 - c. There are only 7 outstanding evictions in Winona County.
 - d. This topic will be discussed again at next month's committee meeting.

Treatment Court Updates

- I. Treatment Court (Carin)**
 - a. Treatment Court currently has 13 participants in the program. One graduation is expected to occur this month.
 - b. A program evaluation is underway with help from Winona State University. The data collection stages are complete.
 - c. There is now a Treatment Court Page on the County Attorney Website.
 - d. Two members of the Winona Police Department joined the Treatment Court team.
 - e. Staff will be attending the statewide treatment court conference.

- f. The Treatment Court team is in preliminary talks with Houston County about letting in a small number of participants from that County.
- g. Carin has been participating in WRAP+.

II. Veteran Treatment Court (Preston)

- a. Veteran's Court is still at 32 accepted participants. More people are being screened, 2 of which are from Winona. One Winona participant may finish his requirements in the next month.
- b. The program has had four graduations in September, and will have eight total graduates by the end of April.
- c. The team is going to start holding court sessions in the Rochester VFW. This building was recently renovated. This may start in April.
- d. Preston is working on securing an enhancement grant to fund at least one new employee in a case manager position as well as extra community PTSD treatment assistance in Rochester.

District – Wide Case Processing Team Update & Update on In-Person Hearings

I. The Court's District-Wide Case Processing Team Update

- a. Becky Brandt stopped by the monthly Winona Bar Association meeting with court administration staff and gave a presentation.
- b. Karin suggested having a similar meeting locally between Court Administration and support staff at the County Attorney's Office and other local law offices.
- c. Members proposed scheduling a two hour Zoom session for this.

II. Update on In-Person Hearings (Judge Buytendorp)

- a. The Judges and Court Administration decided to postpone the March 15 jury trials to April. This was done because county and court employees were able to get vaccine shots this month and will get their second dose in early April. The Judges decided that it would be smart to wait a month and get most court employees vaccinated before going forward with jury trials.
- b. Criminal jury trials in Winona County will be restarting in April. Per the statewide order, only criminal jury trials can be in person unless an exception is made by the district's chief judge.
- c. There are ongoing discussions about how in-person court will return and whether it will be hybrid or back to the pre-COVID way of doing things.
- d. Members had the following recommendations for post-pandemic court proceedings:
 - i. Karin Sonneman: Suggested a hybrid system where more routine uncontested hearings are held via Zoom. This seems to make things more efficient for both attorneys and defendants. Karin noted that it saves time for attorneys in her office as attorneys are actually able to do work while waiting for hearings instead of sitting in court.

- ii. Judge Buytendorp: Said that there is an overall benefit to having Zoom as an option for many hearings. She also noted that it may save money with not having to transport inmates for routine hearings.
- iii. Members thought that defense attorneys may want to have more things in-person.
- iv. Kalene Engel: Noted that people are more willing to come to court via Zoom and failure to appear warrants have significantly decreased. Kalene also thought that in CHIPS cases, certain hearings should be in-person to instill the severity of situation. She also remarked that Zoom does help with attorney downtime and attorneys seem better prepared for hearings.
- v. Trish Chandler: Agreed that Zoom has been beneficial and convenient. She liked having the ability to let observers watch court via Zoom instead of having to come to court. For example, Trish herself was able to watch multiple hearings in other counties and found this to be beneficial. She requested adding Zoom information to online Winona District Court calendar. Members noted that Courtroom three is set up to allow for this sort of hybrid model where some people are in-person and other appear via Zoom.

Double Booking Attorneys (Karin Sonneman)

- I. There have been some recent issues with double booking attorneys for hearings.
- II. It was noted that there is not really an answer to this problem yet. This will be a topic of discussion for the Bar and for the County Attorney's and Public Defender's offices. The Court will be looking at this issue in the near future.
- III. Members suggested being able to call another case instead of waiting for a late attorney or defendant.
- IV. Trish mentioned that in one county she observed they opened the Zoom room 30 minutes before and everyone worked out their issues before the judge took the bench. This is what Winona does with traffic court.
- V. Karin plans to meet with Judges and justice partners and will work on scheduling and revising the process.

Upcoming Events

- I. Engage Winona Listening Session March 24th on Winona County Criminal Justice Issues – evening session
 - a. The County Board will be having listening sessions about criminal justice issues. This first one will purely be a listening session where members of the public can voice their concerns. Information is available on CJCC Facebook page and County Attorney website.
- II. WRAP + Mental Health Trainings
 - a. Will be held on April 20th and 27th from 8:30-10 a.m. and 10 a.m. -12 p.m.

COURTS COMMITTEE MINUTES

Winona County

April 15, 2021 | 8:15 a.m. via Zoom

In Attendance

Judge Buytendorp, Alex Thillman, Kalene Engel, Marie Kovcesi, Preston Selleck, Carin Hyter, Becky Brandt, Kate Doyle, Karin Sonneman, Julie Koop, Mike Kuehn

Approval of Minutes And Ongoing Updates

- I. **Minutes** - The March minutes were approved.

Treatment Court Updates

I. **Treatment Court** (Carin)

- a. Many things have remained the same since last month. Treatment Court currently has 13 participants in the program. One more person will be sentenced into the program soon.
- b. One graduation is occurred earlier this month. Members thought the ceremony went well. Several local officials including Winona's State Senator appeared and gave impactful speeches.
- c. May is national treatment court month.
- d. State Treatment Court conference is next week Thursday and Friday.
- e. TC is partnering with ASAP for event at end of April (April 26)
- f. A program evaluation is underway with help from Winona State University. The data collection stages are complete. The evaluation will be done by end of June.
- g. Congratulations to Kate Doyle who completes her Treatment Court internship and graduates WSU at end of semester.

II. **Veteran's Court** (Preston)

- a. Veteran's Court is at 29 active participants.
- b. Yesterday, Preston got an enhancement grant submitted to the federal government that would pay for individual case managers. This will help bridge some of testing and probations gaps present in some of the counties.
- c. All Treatment Court coordinators are now required to use statewide case management system.
- d. The request to hold veteran's court at the Rochester VFW was denied due to in-person court restrictions. However, Treatment Courts may be exempted in the future.

I. Evictions & MNRentHelp.org (Kalene)

- a. Kalene recently became aware of the abovementioned website. The State is getting more COVID relief money and is setting up a program to assist with housing payments. However, this is not ready for a rollout yet. Right now, there are checklists on the websites to help both landlords and tenants prepare to see if they will qualify at launch. The program may be able to go back to March of 2020 and cover past due rent.
- b. Peacetime emergency extended until May 14. This means eviction ban continues.
- c. Other related information available on Minnesota public access website.
- d. Members discussed coming evictions and how the court system will handle the backlog.
- e. This topic will be discussed at next meeting as well.

II. SIM Map Workshop/Engage Winona Listening Sessions (Kalene)

- a. These two events were recently held and reportedly went well.
- b. SIM workshop was an overview of how the community can help people with mental health and substance abuse issues stay out of the criminal justice system. Kalene has received a lot of positive feedback from this program.
- c. Listening session was less structured and people were allowed to express opinions. Excerpts are available at engage Winona website (EngageWinona.org)
- d. The next event is scheduled for April 29.
- e. The results of these meetings will have a strong influence on the future of CJCC work.

COURTS COMMITTEE MINUTES

Winona County

May 20, 2021 | 8:15 a.m. via Zoom

In Attendance

Kalene Engle, Benjamin Scheel, Marie Kovacs, Preston Selleck, Carin Hyter, Becky Brandt, Mike Kuehn, Renee Rumpca, Steve Buswell, Trish Chandler.

Approval of Minutes And Ongoing Updates

- I. Minutes** - The April minutes were approved.

Treatment Court Updates

I. Treatment Court (Carin)

- a. It has been a busy month for treatment court. There are currently 13 participants in the program. A few more have been shadowing the program to see if it will be a good fit.
- b. Two participants are graduating next week at 1:00 p.m.
- c. Treatment Court is continuing their partnership with ASAP.
- d. There is a new case management system that has rolled out. It has been time consuming, but will be beneficial once it is up and running.
- e. Treatment Court had their first in person pro-social event since COVID. The team went hiking at Holzinger Trail and had a good turnout. The participants voiced that they miss these events and expressed interest in participating in future pro-social events. Carin mentioned that an idea for summer would be to hold a softball game.
- f. The State Treatment Court conference was held and a lot of good information was received.
- g. Volunteer Services held a spring clothing drive and many items of clothes were donated.
- h. This month was National Treatment Court month. A graduate panel was held and graduates and long term recovery participants spoke about their experience with the program. The panel was well received by current participants, especially those in Phase I.
- i. Program evaluations are due at the end of the month. Treatment Court is currently in the process of doing focus groups with participants.

II. Veteran's Court (Preston)

- a. Veteran's Court is at 29 active participants. 2 more are in the process of being accepted.
- b. Graduation for 1 Rice County participant is scheduled for mid-June.

- c. Biggest movement for Veterans Court is happening in Rochester. A new DFO has been hired and she is in-person at the office more. This will give Preston the opportunity to work with her to open Veterans Court in other counties.
- d. Preston is hoping to hear back soon about the grant that was submitted on April 14.
- e. The request to hold veteran's court at the Rochester VFW was denied. Preston still wishes to use the facility to alleviate the courts burden. The plan is to start in July and hold a meeting every month.

III. Court Administration (Becky)

- a. The new COVID protocol only requires cleaning once a day. However, the intention is to continue with the current cleaning protocol because it makes the public feel safe.
- b. Hoping to hear direction for court proceedings going forward. Many in-person jury trials have been held and that process has been going well.
- c. Riverside application and Order process will commence a 60 day pilot program starting June 1, 2021 through July 31, 2021. This pilot is an attempt to go paperless. The paperless process would minimize extra work created for the jail/dispatcher and on-call judges.

New Business

I. Evictions & MNRentHelp.org (Becky)

- a. The RentHelpMN website link has been added to every county website to allow greater access.
- b. Winona will be starting an Eviction Diversion Program. The program will occur every Friday at 10:45am. The process will include a preliminary settlement conference with the landlord and the tenant. Three weeks later another settlement conference will be held. If no settlement can be reached, a trial will be scheduled.
 - i. This is an effort to encourage the parties to settle the matter out of court.
 - ii. There are currently 11 cases filed, but it is likely that more will come in.

II. SIM Map Workshop/Engage Winona Listening Sessions (Kalene)

- a. Concerning SIM, there is a draft report created, but no final report.
- b. Georgia O'Neal was hired as the Community Connector for the WRAP+ Program. She will be employed by Hiawatha Valley Mental Health Center and will start on June 1st.
- c. Hiawatha Valley Mental Health Center is holding free training on the basics for Non-Mental Health Providers on May 26, 2021. The link is provided.

<https://www.hvmhc.org/mental-health-resources/community-mental-health-trainings/>

- d. There are discussions about taking the "criminal" out of the CJCC name due to the negative stigma behind the word.

III. Section 8 Housing in Winona (Kalene)

- a. There are discussions about putting together a section 8 workshop to educate the community. The thought is to have Tammy Moyer, from the Southeastern Minnesota Multi-County Housing and Redevelopment Authority; a landlord; and someone from the community speak about their experience with section 8.
- b. The hope is to expand section 8 housing in Winona to assist people after leaving jail.

IV. LETS ERASE THE STIGMA

- a. A new nonprofit is looking to be incorporated into the community.
- b. Expungement classes are being held in June. There are recordings being done on the topic and are available on the Engage Winona website.
- c. Included with the minutes is a “lets erase the stigma” handout.

V. Update on Rule 20 Requests (Becky)

- a. Attorneys have been submitting rule 20 requests, but Direct Care and Services are no longer taking appointments.
- b. There are local examiners that still take requests, such as Dr. Green, Dr. Norton, and Dr. Dennise.

COURTS COMMITTEE MINUTES

Winona County

June 17, 2021 | 8:15 a.m. via Zoom

In Attendance

Kalene Engel, Katherine Sublett, Trish Chandler, Kelsie Horst, Dave Glithero, Karin Sonneman, Becky Brandt, Renee Rumpca, Marie Kovecsi, and Benjamin Scheel.

Approval of Minutes And Ongoing Updates

- I. Minutes** - The May minutes were approved.

Court Updates

I. Treatment Court (Carin) – by email

- a. There are currently 11 participants in treatment court.
- b. There is a graduation today at 1:30pm for Mykel Carpenter, which will be treatment courts 40th grad.
- c. Treatment court participants and staff will be marching in the Winona County Steamboat Parade.
- d. The treatment court evaluation report will be out shortly and the Courts Committee will have access to it.
- e. Bill and Karin will be heading to Washington DC in August for the National Association of Drug Court Professionals Conference.
- f. Karin has sent the preliminary budget proposal for Treatment Court to Winona County finance and administration and she will be meeting with them next week.

II. Court Administration (Becky)

- a. As of Monday, no masks are required in work areas or the general courthouse, just need to keep distance. The exception is for in person hearings, mask are still required.
- b. All jury members are going to be summoned at the same time.

New Business

I. Evictions (Becky)

- a. Winona is joining Dodge, Mower, and Steele County's Eviction Diversion Program.
- b. Once the moratorium is lifted in July, hearings will be held by Zoom on Friday at 9:00 a.m. and 1:30 p.m. There will be a total of 15 cases heard in the morning and 15 cases in the afternoon. The first two weeks will be initial hearings and starting the third week, initial hearings will be in the morning and settlement conferences in the afternoon.

- c. Currently, there are only 11 cases filed, but a total of 30 can be heard in one day (15 in the morning and 15 in the afternoon).
- d. This program is only used for unpaid rent and is intended for those people who cannot afford an attorney. Commercial and for cause eviction cases will go directly to the judge.

II. Let's Erase the Stigma (Katherine Sublett)

a. Overview

- i. Developed though her own experience.
- ii. Services are free to the public. Katherine is working with Engage Winona and is hoping that more funding will come in.
- iii. Their mission statement is that "Every individual deserves a chance to live a life of integrity and dignity. Our mission is to navigate individuals through the shame attached to stigma. Stigma that is often associated with having a criminal history, chemical dependency, bad credit and/or negative medical diagnosis. We believe "if you make a mistake, fix it, and move on"

b. Programs offered

- i. **Expungement Workshops** – The goal is to educate participants on the expungement process. Expungement information is available for Iowa, Illinois, Minnesota, and Wisconsin and a workshop is scheduled on June 30th from 4:30 to 6:30 at 69 East 3rd Street, Winona, MN 55987. No pre-registration is required, however Katherine would like participants to let her know if they will be attending. Information and contact info can be found on the Facebook page *Lets Erase the Stigma*.
- ii. **Peer Recovery Advocacy** – The goal is to maintain long term recovery after treatment has ended. The program will guide participants toward resources for Rule 25 information and chemical dependency treatment centers that have openings and will also inform participants about aftercare and relapse prevention.
- iii. **Financial Development** – Currently hosting a class called *Budgeting Your Way to Good Credit*. The class equips people with the skills and tools necessary to assist with breaking the continued cycle of poverty. The class offers debt awareness, credit repair, and money management. We also, have local finance professionals speak to the class.

The class is currently four weeks long and is held on Saturdays from 9am to 11am at 69 East 3rd Street, Winona, MN 55987.

- iv. **Cultural Humility Training** – Currently hosting a two hour zoom session and four hour in-person class. It offers training to schools, employers, and community organizers to equip them with the resources to handle everyday barriers and challenges to diversity within the community. The training provided is very interactive.
- v. **Wellness Awareness Training** – Provides awareness to communities in the areas of healthy food options, facts vs myth about different foods, defining differences between HIV and AIDS, and explaining the racial and ethnic disparities in healthcare.

III. SIM Map Workshop and WRAP+ Program (Kalene)

a. SIM Map Workshop

- i. There were two mapping workshop sessions held in March and Kalene has the final report from Policy Resource Associates.
- ii. The SIM report was revised and put into chart form.
- iii. The CJCC executive meeting was held yesterday. The SIM map information was collected and recommendations were made to assign intercepts to different committees. If approved by the CJCC, intercepts 2 and 5 will be assigned to the Courts Committee.
- iv. There is a recommendation for a new committee called Early Intervention and Prevention to take the place of the Crime Prevention Committee.
- v. Engage Winona listening sessions final report is posted on the website. Unfortunately, there is an overlap with participants experience with SIM Map and Engage Winona. The goal is to work together, but to ensure that experiences do not overlap.

b. WRAP+

- i. A policy and procedure manual is being created, which is the last step in the process. It will be sent out for approval tomorrow, with the hopes that by July there will be clients in program.

COURTS COMMITTEE MINUTES

Winona County

July 14, 2021 | 8:15 a.m. via Zoom

In Attendance

Karin Sonneman, Becky Brandt, Kelsie Horst, Trish Chandler, Judge Buytendorp, Preston Selleck, Renee Rumpca, Carin Hyter, Kalene Engel, Dave Glithero, Mike Kuehn, Benjamin Scheel.

Approval of Minutes And Ongoing Updates

- I. Minutes** - The June minutes were approved.
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Court Updates

I. Veteran's Court (Preston)

- a. There are currently 27 accepted into the program. In Houston County, one graduated and another picked up a DWI. The team is currently deciding what the proper outcome should be.
- b. July 30th is the district judges meeting and Preston is currently working on packet information to be submitted. This will include updated statistics on the program. CJCC will be given a copy.
- c. Olmsted justice committee invited Veterans Court to come back in either September or November. This is a very positive step forward for the program.
- d. Judge Bueltel provided information on legislation concerning veteran's court. Specifically, the legislation dealt with whether the defendant's criminal act relates to their service. Preston has volunteered to help Judge Bueltel.
- e. In person court has been pushed back to August 13th in Olmsted and Owatonna.

II. Treatment Court (Carin)

- a. The Treatment Court program evaluation final report is complete. (see attached)
- b. There are currently 10 participants. Amanda Fast will have her pre-commencement check-in today and is looking to graduate on August 5th. Hank Pernu will meet with the team today to discuss his termination proceedings which will be commencing next week.
- c. The last graduation was Treatment Court's 40th graduation!
- d. There is currently 3 to 4 on deck to enter Treatment Court.

- e. Today will be the first transition into a hybrid court session. Five (5) Treatment Court participants will appear in person, along with the entire team. The rest will appear via Zoom.
- f. Part of the CJCC minutes included the Steamboat Parade pictures. An event that a Treatment Court participant set up. In all, 30 participated and there was a lot of support from the community.
- g. The Policy and Procedure Manual and Handbook should be ready by next week.
- h. The pro-social event this month is happening on July 22nd at 11am at the Winona State Field playing kickball. The event will be against the recovery house. 20 participants and graduates will be playing. Looking to next month, Winona Treatment Court will be taking on the Olmsted County Drug Court in a kickball tournament.
- a. Bill and Karin will be heading to Washington DC in August for the National Association of Drug Court Professionals Conference.
- i. The program evaluation report was submitted on June 30. Four professors from Winona State University had great things to say about this program.

III. Court Administration (Becky)

- a. The new hybrid court sessions have been going well for participating judges. Attorneys spoke to some confusion about notices and whether they are in zoom or in person – but that issue is being addressed.
- b. Scheduling is currently going past July. Judges and attorneys will know in advance whether their session will be over zoom or in person.
- c. Issue concerning CHIPS cases, where one parent is admitting and another denying, the admitting parent will be allowed to do it over zoom. The intention is that the attorney will give the court notice first.
- d. Hybrid is working well for jail staff and transport is excited to go back to normal.

New Business

I. Sequential Intercept Map Chart Work plan SIM (Kalene)

- a. <http://winonacountycjcc.org/sim-mapping/> – this is a link to the CJCC website.
- b. Last CJCC meeting counsel approved the delegation of intercepts 2 and 5.
- c. There were a lot of participates in the SIM map last month who may be interested in working with the new intercepts. Judge Buytendorp would like feedback on

everyone's top three issues they feel is most important to tackle. Further, she is looking for volunteers to sit on a committee to help put these ideas into action.

– Becky, Karin, Kelsie, Carin and Trish have volunteered to sit on the committee.

II. Monitoring of release conditions (Kalene)

- a. There is a current problem with knowing *who* is responsible for monitoring GPS tracking and other pretrial conditions placed on defendants. Once a Defendant leaves the jail, jail staff does not monitor whether the Defendant is following through with their conditions. There has been instances where some will have GPS tracking when they leave the jail, but come back with it turned off.
- b. Midwest monitoring used to check in with the County Attorney's office, but there is no current organization to the program.
- c. Desperately need a pre-trial service to help with this gap and to ensure everyone is on the same page. Both Mower and Freeborn County have these services and Preston uses them for Veterans Court. There it is run through probation services.

III. Update on WRAP+ (Kalene)

- a. Moving forward with the final procedures manual and working on submitting it for final approval.
- b. There has been a slow rollout of the program, accepting defendants that are not in custody. On August 1 the program will be fully released.
- c. Working on populating the website with proper forms and videos.
- d. WRAP + is also addressing gaps in the SIM map.

IV. Tackling the major criminal pandemic backlog strategies (Judge Buytendorp)

- a. The backlog of cases is being put on the district to come up with strategies to combat the number of cases still needing to be heard.
- b. Last month, Winona compiled a large amount of controlled substance charges and set them on their own trial block, with the intention to have them settle. This strategy seemed to be effective. Becky wants to do the same with misdemeanor and gross misdemeanor cases, prioritizing criminal cases. The plan would be to have the trial block fall on October 19th.
- c. Court Administration wants to work with justice partners to address continuance requests.
- d. The time to disposition is in the RED, but we are steadily clearing up the backlog.
- e. Becky will be sending out emails to set up a workgroup to talk about best ways to address this issue.

**Criminal Justice Coordinating Council
Courts Committee
August 19, 2021 at noon
Via ZOOM**

Present: Karin Sonneman, Kalene Engel, Preston Selleck, Marie Kovcesi, Renee Rumpca, Trish Chandler, Becky Brandt

Minutes by: Kalene Engel

Welcome & Call to Order: 8:17 a.m.

I. Old Business:

- a. **Approval of Minutes:** Minutes of previous meeting were approved without changes
- b. **Veteran's Court Update (Preston):** There are 28 active participants. Preston will be working with probation to determine how best to collaborate with Faribault probation. Preston wanted to commend the Sheriff's Dept and Winona Police Department for their recent treatment/handling of a veteran who was experiencing veteran-type issues. He feels they went above and beyond to help. The VA has some on the ground crisis management training for law enforcement officers; Preston has requested that the VA bring the training to Winona County. Preston was at the Veteran's Treatment Court conference in Washington. Preston prepared a 16 page overview of Veteran's Treatment Court. If you know any Afghanistan vets who may be in need of assistance, please refer them to Preston.
- c. **Treatment Court Update:** Per e-mail from Carin Hyter:
 - We currently have 10 participants in the program.
 - We celebrated another graduation on August 5th, our 41st graduate!
 - Treatment Court will be in the Goodview Days parade on Sunday, August 22nd. All are welcome to join!
 - We have current openings on our Treatment Court team for a Chemical Dependency provider and Mental Health provider. We will be putting together a notice/application process for providers in the area this month.
 - Bill Moe, Treatment Court Probation Agent, will be attending the National Association of Drug Court Professionals conference in Washington, DC August 16-19.
 - Our Aftercare Recovery Group continues to be a great resource for our current participants and graduates alike. This group is held monthly with all current participants and graduates still on probation in attendance. It is an opportunity to share resources, check-in and offer mentorship and support to one another. Bill and I are in the early stages of considering presenting about this group at future conferences since other jurisdictions are very interested in creating their own group.
 - We will be participating in the annual Third District kickball tournament on August 28th, hosted by the Olmsted County Drug Court. This is a great prosocial activity and

opportunity for Winona participants and graduates to meet those from other treatment courts in the Third District.

d. **Court Administration (Becky):**

- Masks are required in courtroom for in person hearings. The July 30th Order states that the courts will follow the protocols of the county in which they are located (as the buildings are county buildings) and nothing has changed since that order was issued.
- Hybrid hearings (combination of in person and zoom) are being held. A judge can determine that they want an in-person hearing and the request gets sent to the Chief Judge for approval.
- Jurors receive COVID questionnaires when they report for jury duty. If any of the questions are answered in the affirmative, the juror is excused and told to continue to check in via phone. Judge Leahy has held two civil jury trials and they went well, with two people excused due to the questionnaire. However, lately, some jurors have not been showing up for jury call; it is likely that Orders to Show Cause will be issued for those individuals.
- The Plexiglas barrier has been put back up around the judges in Courtrooms 1 and 2. Court Admin hasn't been advised to do extra cleaning, the cleaning supplies are in the courtroom, including on the counsel tables.
- Efforts are underway to hold some misdemeanor/gross misdemeanor blocks, the first of which will be on October 18th and 19th and the second of which will be on November 8th- 10th.
- Becky met with Karin, Mike Kuehn and Meg Mitchel to develop a plan to address the backlog of cases. A plan was developed to allocate some of the traffic arraignment court time to controlled settlement conferences via Zoom. Becky will send the court "stoplight" reports to Karin and Mike which show the ages of pending cases. The attorneys will select the "low hanging fruit" cases to include on the Friday settlement conference days and will use breakout rooms and a Zoom facilitator to attempt settlement on those days.
- Another district is looking at hiring temporary staff to assist with some of the current, non-contested matters, such as name changes, default divorces, etc. to free up judge time to deal with the criminal backlog.
- The Eviction Diversion Clinic will begin on October 22nd, but zoom calendars have not yet been created. The clinic will include SMRLS, representatives from RentHelpMN.org and staff, so that referrals can be made for tenants who qualify. Becky has reviewed the pending eviction cases in Winona County and only 6 eviction need to be scheduled in October, as the other cases were closed out due to the tenants voluntary moveout. A question was raised as to whether the eviction moratorium was extended.

- e. **Update on WRAP+:** WRAP+ continues with its slow roll-out, leading up to a full launch at the beginning of September. Currently there are 9 WRAP+ clients. Kalene has created a couple of video powerpoints: an overview of the program and an overview of the forms and application process. Those videos, along with WRAP+ documents and trainings are posted on the CJCC website. Trish believes that the process is going smoothly. One question that has arisen is whether it is necessary to run a criminal history on an individual that does not meet eligibility criteria based upon the screeners. The consensus from this group was that the criminal history should not be run, but this issue will be brought before the WRAP+ Task Force for consideration.

- f. **Sequential Intercept Map:** The Courts Committee has been assigned the task of addressing the gaps identified in Intercepts 2 (Initial Detention and Initial Court Appearances) and 5 (Corrections and Probation) of the Sequential Intercept Map Chat. In reviewing the gaps, there were two main areas into which the gaps could be grouped. For Intercept 2, the gaps could be collectively described as “pre-trial supervision” and for intercept 5, the gaps could be collectively described as “sentencing issues.” Since many of the same people would be involved in working on both issues, Kalene suggested that a joint workgroup be formed to address both. Previously, Mike, Trish, Kalene, Carin and Becky volunteered for a pretrial supervision group. The Department of Corrections and prosecution, plus a judge should be added to the membership. Kalene will work on scheduling a meeting of the “Pre-trial Supervision/Sentencing Workgroup.”

II. New Business: None

III. Open Discussion: None

IV. Conclusion and Adjournment: Meeting adjourned at 8:57 a.m. Next meeting is on September 16th at 8:15 a.m.

COURTS COMMITTEE MINUTES

Winona County

September 16, 2021 | 8:15 a.m. via Zoom

In Attendance

Judge Buytendorp, Kalene Engle, Benjamin Scheel, Preston Selleck, Becky Brandt, Renee Rumpca, Trish Chandler, Kelsie Hosrst, Karin Sonneman

Approval of Minutes And Ongoing Updates

- I. **Minutes** - The August minutes were approved with no objection.

Ongoing Updates

- I. **Treatment Court** (Carin)

- a. There are currently 10 participants in Treatment Court. There are at least 4 eligible defendants going through the screening process to enter Treatment Court.
- b. The criminal thinking class taught by Bill Moe and Carin will begin on September 22nd. All Treatment Court participants need to take this 16-week course as a requirement of the program.
- c. Treatment Court is still meeting for court hearings in a hybrid model, which is going very well. Participants voice that they enjoy attending court in person.
- d. One Treatment Court participant and his sister (a former Treatment Court graduate) have teamed up to be part of the Lived Experience Leader program offered by Engage Winona this fall.
- e. The same Treatment Court graduate listed above just celebrated one year as the Common Ground Peer Recovery Specialist!
- f. One Treatment Court graduate recently shared his recovery story at the Olmstead County Kickball Tournament post-game lunch that Treatment Court of Winona County was invited to attend.
- g. The Treatment Court team has been meeting about the recent program evaluation and we have started implementing the evaluation recommendations.

- II. **Veteran's Court** (Preston)

- a. Since last meeting, 2 participants in Freeborn and Dodge County have completed the program. One participant is in route for an executed sentence.
- b. Vet Court is still sitting at 26 participants, seeing as though another new participant was picked up.
- c. The maximum capacity is 30 participants, 15 from each side.
- d. There are currently 4 (potentially 5) participants from Winona County

- e. Veteran's Court started an unofficial liaison program with Dodge County. Participants who would normally be eligible but are disqualified because they do not have a criminal case, will now be allowed to participate.
- f. Got back into flow of in person court. The next couple court sessions will be held in Fillmore and Steele County.
- g. Next commencement ceremony is November 5, 2021.
- h. Currently looking into getting previous esteemed graduates to be honored at the next commencement ceremony.
- i. Appreciation of the month goes to Kevin Burke, who recommended someone to Vet Court before they were officially screened in.

III. Court Administration (Becky)

- a. Following the county mask requirements, masks are required to be worn in buildings and in the courtroom at all times. Plexiglass has been placed on the witness stand in courtrooms 2 and 3.
- b. More sanitizing wipes have been added to the courtrooms. Becky talked to bailiffs about sanitizing the courtrooms while people are present. Courtrooms are being cleaned twice a day if there is a jury trial.
- c. During Judge Buytendorp's last jury trial, the bailiffs and jurors wore gloves during voir dire while the microphone was passed around. That seemed to work very well. Jurors were also spread out.
- d. The face shields do not work well. However, the witness is surrounded by plexiglass while testifying and there is no current safety concern if they testify without a mask.
- e. We will continue with hybrid calendars. Thanks to Julie Koop, the court reporter can now remain remote, which saves on costs and helps with coverage.
- f. Concerning eviction and diversion – Steele County will begin court on October 22, 2021. There are currently only 4 cases (one might not even go).
- g. Next week, justice partners will be addressing the scheduling matrix for 2022 to address backlog. The outcome will be sent to the Other Side Workgroup.
- h. The Third District is building senior judge district calendars that will possibly start in January. These calendars are for civil, family, probate hearings (name changes, default dissolutions, Probate, Order to Show Cause, Accounting Hearings, etc.) for cases that are not assigned to a judge. The calendar will have certain days of the week for these hearings, and designated days just for Olmsted and Rice.
- i. Process for DANCO's: DANCOs are currently being processed by the case processors that are working remotely. They are not required to email law enforcement. However, Becky's staff will send signed DANCO's to law enforcement.

IV. Update on WRAP+ (Kalene)

- a. This week, the planning and implementation guide was approved!
- b. The full rollout for the program is set for Oct 21, 2021. A lot of training has been happening to ensure a smooth startup. A lot of information has been posted to the WRAP+ website.
- c. The program has already seen funding requests from people.
- d. On September 27, 2021, the jail social worker starts. Discussions will be had about the role of the job and further clarifications will be made.

New Business

I. **SIM Map Workgroups – Pretrial Supervision and Sentencing Issues** (Kalene) – *attachments per prior email*

- a. The attachments provide a strategic plan to address the objectives of Sentencing and Pretrial services. The goal is to find out what needs to be done, what is the best way to do it, what are the possible solutions.
- b. The SIM Gaps & Challenges subcommittee meeting will be held on **September 21, 2021 at 8:00 a.m., over Zoom.**
- c. Judge Buytendorp has been asked to represent the district for a Mental Health Summit. The summit will take place from March 30 to April 1, 2022, in the cities. The Judge needs volunteers from various departments to make up a group. She will be meeting with Karin Sonneman today to discuss potential participants.
- d. Currently, Kalene Engel and Karin Sonneman have volunteered.

II. **Family treatment court**

- a. Funding has been the most pressing issue. The grant applications have been exhausted.

COURTS COMMITTEE

MINUTES

Date: October 21, 2022

Time: 8:15 AM

Zoom Meeting ID: 160 311 1247

Zoom Passcode: ccmeeting

Join ZoomGov Meeting:

<https://courts-state-mn-us.zoomgov.com/j/1603111247?pwd=M2NQSkNNMVpHZkR4NC9OUTJpam4zQT09>

In Attendance

Judge Buytendorp, Mike Kuehn, Kalene Engel, Dave Glithero, Becky Brandt, Carin Hyter, Trish Chandler, Kelsie Horst, Katie Schild, Renee Rumpca

Approval of Minutes

The minutes from September were reviewed and approved.

Old Business and Ongoing Updates

- 1) Treatment Court Update by Carin Hyter
 - a) Currently, treatment court has 10 participants.
 - b) There are 10 eligible defendants going through the screening process.
 - c) There are no current graduations scheduled.
 - d) Search for a mental health therapist is being conducted.
 - e) The cognitive thinking group was started in September and is going well.
 - f) Alex Escapada, who conducted the treatment court program evaluation, is working with Carin on continuing work with treatment court through next semester. There would be no cost to the program.
 - g) Carin has some upcoming speaking events at the ALC and at Winona State University.
- 2) Court Administration Update by Becky Brandt
 - a) Justice Gildea issued an updated administrative order requiring masks to be worn in all courthouses in the state of Minnesota.
- 3) WRAP update by Kalene Engel
 - a) Kalene is working on submitting quarterly reports.
 - b) A WRAP plus brochure was created.

- c) Currently, there is an appeal going on from someone who was denied for this program.
 - d) Hiawatha Valley Mental Health quarterly trainings continue to be taking place.
 - e) The trainings count towards the match so it is important that we get people in Winona County on board with attending these trainings.
 - f) Trish is going back to her excel spreadsheet to contain the data information.
 - g) Katie completed her first application in the jail. That application was accepted into the program and work is being done to get the CD evaluation and diagnostic assessment done.
- 4) Pretrial Supervision Workgroup - Kalene Engel
- a) Kalene is working on putting together a flow chart.
 - b) The next meeting is tomorrow, October 22, 2021.

Next Meeting

November 18, 2021 | 8:15 A.M.

Meeting adjourned at 8:28 A.M.

COURTS COMMITTEE

MINUTES

Date: November 18, 2021

Time: 8:15 AM

Zoom Meeting ID: 160 311 1247

Zoom Passcode: ccmeeting

Join ZoomGov Meeting:

<https://courts-state-mn->

[us.zoomgov.com/j/1603111247?pwd=M2NQSkNNMVpHZkR4NC9OUTJpam4zQT09](https://courts-state-mn-us.zoomgov.com/j/1603111247?pwd=M2NQSkNNMVpHZkR4NC9OUTJpam4zQT09)

In Attendance

Judge Buytendorp, Preston Selleck, Kalene Engel, Becky Brandt, Alex Thillman, Renee Rumpca, Trish Chandler, Carin Hyter.

Approval of Minutes

The minutes from October were reviewed and approved.

Old Business and Ongoing Updates

- 1) Veterans Court Update by Preston Selleck
 - a) Currently, there are 32 accepted participants in veteran's court.
 - b) Preston is working on 5 new referrals.
 - c) Veterans Court had a strategic planning meeting back on October 29th. Through this meeting, they are planning ways to get more formalized relationships with probation offices throughout the district.
 - d) November 9th Preston met with Olmsted County Justice Committee.
- 2) Treatment Court Update by Carin Hyter
 - a) There was one termination this past month and two new participants. There are currently 11 participants.
 - b) Carin is working on applying for some training in 2022. A "Tune Up" training for Winona County Treatment Court.
 - c) Carin attended some trainings.
 - d) Kathy Sublett will be speaking to the recovery group in January.
 - e) Carin spoke with 10th graders regarding the dangers of vaping and marijuana use.
- 3) Court Administration Update by Becky Brandt

- a) We are having some issues with late filings of contested omnibus motions. Becky will first try to reach out to the specific attorneys and try to get them on board for earlier filings. If necessary, she can reach out to the Bar Association.
- b) Plea petitions need to reflect that the defendant is waiving appearance, and it would help if it also stated how much time is needed to pay the fine/surcharges. Kalene is going to put a workgroup together to get some clarity on sentencing orders which goes back to a clear plea petition.
- c) Eviction clinics are still going on and have been successful at cleaning up backlog.
- d) We need to get DANCO orders prepared and signed quicker so that they can be served on the party before they are released from the jail.
- e) Work needs to be done on a plan for handling bail evaluation forms and quicker dissemination. The Judges will discuss this issue at their next bench meeting.
- f) Bruce from CAM would like to have a point person for questions or concerns.

Next Meeting

December 16, 2021 | 8:15 A.M.

Meeting adjourned at 8:28 A.M.

COURTS COMMITTEE MINUTES

Date: December 16, 2021

Time: 8:15 AM

Zoom Meeting ID: 160 311 1247

Zoom Passcode: ccmeeting

Join ZoomGov Meeting:

<https://courts-state-mn->

[us.zoomgov.com/j/1603111247?pwd=M2NQSkNNMVpHZkR4NC9OUTJpam4zQT09](https://courts-state-mn-us.zoomgov.com/j/1603111247?pwd=M2NQSkNNMVpHZkR4NC9OUTJpam4zQT09)

In Attendance

Nancy Buytendorp, Karin Sonneman, Preston Selleck, Carin Hyter, Kalene Engel, Katie Schild, Trish Chandler, Becky Brandt

Approval of Minutes

The minutes from November 18, 2021 were approved.

Agenda Updates

- 1) Veteran's Court Update by Preston Selleck. Veterans Court currently has 33 accepted participants. There are two referrals that have hearings coming up shortly.
- 2) Treatment Court Update by Carin Hyter. Treatment Court currently has 12 participants. There are two defendants that are expected to be sentenced to treatment court shortly. We are still waiting to hear if we have been selected to have an operational tune up training session in 2022. Hopefully, we will hear by our next hearing in January. Katie Schild will be joining the treatment court team with insight on the mental health needs for our participants. We are putting a pause on the pro social events due to the increase in COVID cases. We will continue to monitor the situation.

- 3) Wrap update by Kalene Engel, Trish Chandler, Katie Schild. We are having slow progress but it's coming along. The insurance piece of this process continues to be barrier. A discussion is needed in deciding on a cap to the funds offered. Some grant issues have now been resolved. Tom Weber will be working on a process evaluation. We hope to hear from him within a month.
- 4) Pretrial Supervision Workgroup Update by Kalene Engel. This workgroup had a meeting yesterday. They have talked through the procedures up to first appearances. Discussions were had regarding the different philosophies that are out there.
- 5) Sentencing Order Workgroup by Kalene Engel. Trying to coordinate a meeting with Trish Chandler, Karin Sonneman, Katie Schild, Kelsey Hersch, Renee Rumpca, Becky Brandt, Mike Kuehn, Kalene Engel, Mike Flaherty, Rena' Patterson. Becky will be reaching out to Lacey Bartsch who supervises the CPT Team and ask if she would join this workgroup.
- 6) Mental Health Summit Workgroup by Judge Buytendorp. The district team is preparing some plans to address the gaps in the courts response to individuals with mental health needs. The team is preparing for the upcoming statewide summit meeting. One idea is having a social worker in each jail in the Third Judicial District. Olmsted County does have a social worker for their jail and he is part of the team.

Next Meeting

January 20, 2022 at 8:15 a.m.

Meeting adjourned at 8:39 a.m.