

WINONA COUNTY ADULT PRE-TRIAL MONITORING PROCESS
(EFFECTIVE: JANUARY 1, 2023)

Qualifying cases: DWI and Domestic (MN residents only); pre-sentence status only

Guidelines: Pursuant to Pre-trial Monitoring Guiding Principles – Best Practices

Risk Level: As determined Pursuant to the Pre-trial Monitoring Guiding Principles – Best Practice (MNPAT Bail Study)

Risk Levels:

Score 0-11 = Low

Score 12-25 = Medium

26 or more = High

1. Trish Chandler (or DOC – backup) will e-mail bail evaluations for qualifying cases by first appearances (if possible).
2. For clients referred to the Pre-trial Monitoring program.

In custody clients:

- Court Administration staff will enter an event code “probation referral” in MNCIS at the hearing.
- Court Administration staff will add the agreed upon language to the Conditional Release order – current proposed language is:
 - “Placed on Pretrial Monitoring with the Department of Corrections. You must comply with all pretrial monitoring conditions.”
- Court Administration staff will email an unsigned copy of the Conditional Release Order to DOC-CU and booking.

Summoned clients:

- Court Administration staff will enter an event code “probation referral” in MNCIS at the hearing.
- Court Administration staff will add the agreed upon language to the Conditional Release order – current proposed language is:
 - “Placed on Pretrial Monitoring with the Department of Corrections. You must comply with all pretrial monitoring conditions.”

Reports:

- Court Administration will send a daily event listing at 1:00 p.m. each day to DOC-CU for the “probation referral” event code.
 - Court Administration will add DOC-CU to the daily Bail/Bond report.
 - Court Administration will add DOC-CU to the daily Order for Release report.
3. Conditional Release Orders:
 - a. DOC-CU will sign up for eservice following first appearances so they can get served a signed copy of the Conditional Release Order.

4. Winona County jail/Booking:
 - a. Will notify DOC-CU when client has necessary funds if Midwest Monitoring Services are needed.
 - b. Will communicate with DOC-CU agents for scheduling purposes for clients not being held in Winona County Jail.

5. Agent will meet with client **before** client is released from the custody.
Client will need to sign:
 - a. Pre-trial Monitoring Agreement
 - b. DOC Intake Document
 - c. Privacy Statement
 - d. Releases of information (if necessary)
 - e. Referral to Midwest Monitoring (if necessary)

Note: Fee payment is required up front before referral/set-up can be made. Client will be charged a \$45 trip charge if Midwest Monitoring comes to Winona for set-up and client doesn't have funds.

Note: If client refuses to sign any of the above referenced documents, client will need to post unconditional bail or bond as established by the Court.

6. Violation of Pre-trial monitoring conditions.
 - a. Agent will file Pre-trial violation report with the Court
 - i. Court will decide:
 1. Continue pre-trial monitoring.
 2. Issue a warrant for Defendant's arrest and bring before the Court to address the alleged pre-trial violations.
 3. Summons Defendant to appear in Court to address the alleged violations.
 4. The matter will be addressed at the next court appearance scheduled.
 - ii. Pre-trial violation report will be e-served on all parties.

INELIGIBLE REFERRALS: If an ineligible person has been placed in the Adult Pre-trial Monitoring Program, DOC will e-File/e-Serve a memo to notify the Court/attorneys.