

Winona County Criminal Justice Coordinating Council

Jail and Jail Alternatives Committee Minutes

January 2023 – December 2023*

*The committee may not have had a meeting in every month. The attached minutes are from every month in which a meeting was held

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
January 25, 2023 at noon via Zoom**

Present: Mark Jacobson, Justin Green, Jeremy Polus, Chris Meyer, Tara Brown, Kalene Engel, Trish Chandler, Tyler Kinney, Teri Henderson, Rebecca Lundeen, Linda Soderstrom, Andy Kranz, Katie Schild, Rachel Stoll, Karen Bunkowski, Kate Grams, Rachel Baures, Mike Kueh, Christy Ferrington

Minutes by: Kalene Engel

Call to Order: Justin Green called the meeting to order at 12:00 p.m.

Approval of Minutes (December 14, 2022): Minutes were approved by consensus.

WRAP+ Program Updates (Kalene, Christy, Rebecca, Trish):

- Several new participants have been added this quarter and things continue to go well from the case managers' perspectives. There were no policy issues to address. The Evaluation Report was received in December and will be discussed by the WRAP+ Task Force at the upcoming Task Force Meeting. In general, the evaluator concluded that the program was operating as was intended. A new brochure is available on the WRAP+ forms webpage. Next Monday, Dr. Debra Murray will conduct an in-person Motivation Interviewing Training at Hiawatha Valley Mental Health Center. Twenty people are registered for the meeting but there are still spots available. In February, representatives from the Ombudsman for Mental Health will present via webinar on the role of their office and the civil commitment process. Dr. Ruth Charles will be doing in person trainings in February and March on ACES. On January 26th, a Third Judicial District Mini-Mental Health Summit will be held in Rochester. A representative of Olmsted County will be presenting on that county's work on the Sequential Intercept Map and Kalene will be presenting on Winona County's work.

Replacement Jail Update: The jail is still on schedule and on budget. Jail tours may be difficult at this time due to the amount of masonry work that is being completed.

SIM Workgroup – Hope for Homes: The 4th Minnesota Housing Institute will be taking place on February 1st and 2nd. The Winona Team is working on two projects: a scattered sites supportive housing program and a local housing trust fund. The team has created concept papers for each project; those papers were distributed at the January 14th Elected Officials' Outreach Program, are available on the CJCC website and will be included in the CJCC packet.

SIM Workgroup - Jail Volunteers: Rachel has spoken to Dave Glithero (Jail Programs Director) about scheduling a set time for the workgroup to meet. She is looking at the 2nd Thursday or 4th Monday of the month. The workgroup would focus on recruiting, onboarding and supporting people who are willing and able to come into the jail to do programming—

whether that be AA, NA, Bible Study or teaching a specific skill. Several people present at the meeting volunteered to be on the workgroup. If possible, Rachel would like to create spaces for people who work within the system, including jail volunteers, to get emotional support to address possible secondary trauma.

SIM Workgroup – Medication Assisted Treatment (MAT): The purpose of this workgroup is to expand local MAT options. Ann McLaughlin has expressed an interest in serving on this group. Kalene will continue to solicit volunteers.

Meeting Adjourned: 12:37 p.m.

Next Meeting: February 22, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
February 22, 2023 at noon via Zoom**

Present: Tara Brown, Matt Hudson, Dave Glithero, Judy Gilow, Trish Chandler, Katie Schild, Kalene Engel, Ann McLaughlin, Rebecca Lundeen, Christy Ferrington, Andy Kranz, Kate Grams, Rachel Stoll, Katoko Youe, Karen Bunkowski, Kelsie Horst

Minutes by: Kalene Engel

Call to Order: Kalene Engel called the meeting to order at 12:04 p.m.

Approval of Minutes (January 25, 2023): Minutes were approved by consensus.

WRAP+ Program Updates (Kalene, Christy, Rebecca, Trish):

- Rachel and Rebecca talked about Rebecca's caseload and reset it to 22, so she is now one person short of her max caseload. Rebecca will graduate in June from the Community Health Worker course.
- Per Trish, 20 accepted applicants were added within the last two months, so the numbers continue to trend upward. More referrals from outside the jail are being received.
- Christy reported that the recent trainings (ACES/Civil Commitment) went well and that future trainings are being finalized. Future trainings will include Advance Psychiatric Directives, Social Security Rep Payee Training, Housing Services and Supports, Employment Services and Therapy Types. A separate Civil Commitment training has been scheduled for March 30th at 1pm; contact Kalene if you would like to receive an invite to that meeting.
- Rachel has been distributing more WRAP+ clients to the other community connectors, which means that there are more questions about WRAP+ processes. She is encouraging the connectors to reach out to Kalene and Trish with questions.

Replacement Jail Update: The jail is still on schedule and on budget. Staff training will start in July and continue for three months until the 1st inmates come in on September 1st. Currently, all of the walls are up so you can really see what the inside will look like. Workers are still running the electrical and welding right now, so waiting until next month for a tour is preferable.

SIM Workgroup – Hope for Homes: Hiawatha Valley Mental Health Center is in the process of hiring a Housing Resource Specialist for the Scattered Sites Supportive Housing Project. The Local Housing Trust Fund is being created and the group is seeking grant funds as seed money for the trust fund. John Breske, a Winona State University intern, will be assisting with both projects.

SIM Workgroup - Jail Volunteers: The first meeting of the workgroup is scheduled for February 27th at 9 a.m. At that meeting, the group will determine roles (facilitator, note taker,

etc), figure out a monthly meeting date, brainstorm on other people who may want to be a part of the workgroup and hear from jail staff about what would be most helpful for the members to work on.

SIM Workgroup – Medication Assisted Treatment (MAT): This workgroup will be put on hold for now due to lack of volunteers for the workgroup.

Meeting Adjourned: 12:37 p.m.

Next Meeting: March 22, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
March 22, 2023 at noon via Zoom**

Present: Tara Brown, Matt Hudson, Judy Gilow, Trish Chandler, Kalene Engel, Christy Ferrington, Rachel Stoll, Kelsie Horst, Justin Green, Ron Ganrude, Steve Buswell, Matt Hudson

From noon until approximately 1:45 committee members took a tour of the new jail. Thank you to our tour guide Steve Buswell for an excellent and informative tour of the jail!



**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
April 26, 2023 at noon via Zoom**

Present: Tara Brown, Trish Chandler, Kalene Engel, Christy Ferrington, Rachel Stoll, Chris Meyer, Karen Bunkowski, Rebecca Lundeen, Mark Jacobson, Linda Soderstrom, Ann McLaughlin, Tyler Kinney, Kotoko Yui

Minutes by: Kalene Engel

Approval of Minutes from March 22, 2023 Meeting: Approved by consensus without changes.

WRAP+ Program Updates:

- Implementation Progress:
 - The first quarter reports have been submitted and we continue to increase enrollment and have many more successful completions than unsuccessful terminations. Several participants secured housing in Quarter 1. The actual numbers were reported in the Courts Committee, so please see those minutes.
 - Congratulations and a HUGE THANK YOU to Rebecca Lundeen who has resigned from her position as a Community Connector at HVMHC to pursue new and exciting opportunities; her last day will be April 28th. During Rebecca's time with the program, she made significant and lasting contributions and we are so grateful for her time with and dedication to the program. Rebecca thanked everyone involved with the program, noting that it was a tremendous program.
 - With the change in personnel, HVMHC reviewed the position and need and decided that an ARMHS (Adult Rehabilitative Mental Health Services) position would best fit the needs of the program, streamline some of the documentation and supervision requirements and provide for long term sustainability (as ARMHS services are already MA-billable). Given the increase in numbers, HVMHC has decided to replace Rebecca's position with two ARMHS workers; positions were posted yesterday. WRAP+ will continue to utilize the HUB through Community Connectors in other agencies, but the main case managers for WRAP+ clients will be the ARMHS workers.
 - Kalene will be working on submitting the grant adjustments (program, budget, grant extension) during the month of May.
- Policy: The policy committee met to discuss issues regarding safety concerns of staff. With the transition to ARMHS workers, additional policy updates will be needed.

- **Trainings:** The most recent training occurred on April 18th and consisted of a panel of therapists discussing different types of mental health therapy. The May training is on housing and the June training is on employment. The Training Committee just confirmed a Poverty Simulation Training on October 12th and is working on setting up a training with an expert in Fetal Alcohol Syndrome Disorder. Kalene noted that Family and Children's Center is offering a Mental Health First Aid Training for Youth on May 8th from 9 to 3pm.

Replacement Jail Updates: The jail is 85% complete and everything is on schedule, with the exception of a couple of backup generators that are delayed due to supply chain issues. Since it is not anticipated that these generators will be needed until October, alternatives are being considered.

Hope for Homes: The workgroup met on April 14th. Hiawatha Valley Mental Health Center is taking the lead on the Supportive Housing Project. The Housing Advocacy Specialist position was advertised and an offer was extended to one applicant, who declined, so a new offer has been made. John Breske, an intern from Winona State University, has been assisting the team. He has created a website for the Local Housing Trust Fund (<https://winonahopeforhomes.wixsite.com/winona-county-local>) and is working on both the "homework" assignment for the final "in-person" Housing Institute in July and drafting letters to landlords and possible funders.

Mental Health Collaborative Update: The collaborative continues to meet, review data, and explore options to develop better responses to individuals who are coming to (and boarding in) the emergency department with mental health issues. One of the recent concepts being explored is Advance Psychiatric Directives, on which a training was held on April 13th.

Jail Programming Workgroup: The group had a productive meeting on April 24th. Interest in the group is high and the distribution list continues to grow, with 35 people representing many different sectors. Persons with lived experience were well-represented at the meeting and shared valuable information and perspectives. The Jail Programming Coordinator position has been posted and will close soon. Some members of the group checked out jail programming that was being offered in La Crosse. Kalene noted that if there were specific ideas for programming that could be incorporated into the WRAP+ Grant adjustment request, she would need that information.

During the meeting, a concern was raised regarding people who were exiting the jail homeless and what could (or was) being done to prevent that. Trish noted that getting money for housing was actually the easy part, but finding housing was difficult as evidenced by the fact that there are people in treatment court (a highly structured program) who do not currently have housing. Rebecca noted that hotels were a temporary fix, and that it is hard for people who are in hotels to get permanent housing unless they have a dedicated worker to help them. Rachel noted that the City of Winona has a 1% vacancy rate for rentals, which is very low. Approximately half of the HUB clients are housing insecure. Despite the fact that the Community Connectors are skilled at

getting housing, only 20% of HUB clients find housing before discharge. The overnight shelter is available for half of the year and only for adults (no children or pets). Kalene noted that the concerns about housing are not new and a reason why the supportive housing project was pursued. Katie wasn't present to discuss her perspective, so an item will be placed on the May agenda to further discuss this issue. Linda noted that there were multiple resources for people seeking information on renting or housing on the Lifestyles, SEMMCHRA and Minnesota Housing websites and that SEMMCHRA offered free education about various aspects of housing.

Adjournment: Meeting adjourned 12:40 p.m.

Next Meeting: May 24, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
May 24, 2023 at noon via Zoom**

Present: Christy Ferrington, Kalene Engel, Tara Brown, Kelsie Horst, Mark Jacobson, Ann McLaughlin, Judy Gilow

Minutes by: Kalene Engel

Approval of Minutes from April 26, 2023 Meeting: Approved by consensus without changes.

Legislative Updates: Chris recently attended a meeting where she received updates on the new Minnesota legislation for Community Crime and Violence Prevention. There will be a lot of increased funding available for programming such as juvenile diversion, probation innovation, alternatives to incarceration and community based programming.

WRAP+ Program Updates:

- Implementation Progress:
 - Kalene submitted the grant extension request on the 15th and provided additional requested information this morning. She plans to submit a program modification for the change from the HUB Community Connector to the Mental Health Practitioners next.
 - Christy has hired two WRAP+ Mental Health Practitioners: Trish Costello and Sierra Schier. They will start on June 12th.
 - Kalene, Trish, Katie and Rachel are working on compiling a comprehensive list of WRAP+ accepted applicants and participants along with their assigned case managers (or waitlist designation). Kalene has been receiving calls from people who have been accepted into WRAP+ wanting to speak to their case manager. Unfortunately, there is still a waitlist.
 - The Policy Committee has met and is continuing to work through the Evaluation Report. More meetings will be scheduled.
 - The last two trainings have now been uploaded and are posted on the HVMHC website. Kalene will get them posted on the CJCC website. An additional training called Stewards of Children is being scheduled through the Juvenile Justice Committee. A complete list of trainings will be in the CJCC Meeting Packet.

Replacement Jail Updates: The jail is still on schedule. Sidewalk and curbing is being installed, carpet is being laid, wire/cabling is being run and big equipment is being installed. The

backup generator is still delayed; however, there is a backup plan in place and the lack of a backup generator should not hold up the opening of the jail.

Hope for Homes: The workgroup did not meet in May. HVMHC is still trying to hire personnel for the Scattered Sites Project. The Minnesota Housing Partnership did not award the \$10,000 Strengthening Rural Communities Grant for the Local Housing Trust Fund, mostly because the funds would not be guaranteed to be used up within a determined time period.

Jail Programming Workgroup: The group had another productive meeting. Kelsie Horst has official been named as the Jail Programming Coordinator and Training Officer. Katie and Kelsie are meeting with Minnesota Adult and Teen Challenge next week to discuss an in-jail chemical dependency treatment program. They are asking anyone who has questions or concerns they want raised about MATC to get them to Kelsie before next week. Kalene talked about the WRAP+ grant funding, both funding that was currently available and funding that could be reallocated. NO one had any immediate suggestions for funding needs for new programming. Kelsie confirmed that Huber and STS will be offered in the new jail. Kelsie has finalized the Volunteer Form (available on the CJCC website at <https://winonacountycjcc.org/wp-content/uploads/2023/05/Winona-County-Program-Volunteer-Application-02.2023.pdf>). She would like to have flowcharts or sheets outlining the process for certain common activities or tasks that inmates might undertake, such as obtaining IDs. Kalene will send her the “cheat sheets” that have been developed by WRAP+ case managers.

Adjournment: Meeting adjourned 12:38 p.m.

Next Meeting: June 28, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
June 28, 2023 at noon via Zoom**

Present: Justin Green, Andy Kranz, Trish Chandler, Mark Jacobson, Tara Brown, Kalene Engel, Judy Gilow, Chris Meyer, Katie Schild, Matt Hudson, Sierra Schier, Ann McLaughlin, Karin Sonneman, Kelsie Horst.

Minutes by: Kalene Engel

Welcome and Introductions: Introductions were made. Welcome to Sierra, who is one of the two Mental Health Practitioners hired by Hiawatha Valley Mental Health Center for the Winona County Reentry Assistance Program Plus (WRAP+). The other practitioner (who was not present) is Trish Costello.

Approval of Minutes from May 24, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: Our request to extend the grant an additional year (to September 30, 2024) was granted by the Office of Justice Programs. The requests to change the project scope and modify the budget are pending. Thank you to Katie and Trish and Rachel for their efforts in keeping track of WRAP+ participants as they transition from the HUB to the mental health practitioners. WRAP+ trainings continue to be well-attended; a list of trainings was included with the CJCC Meeting Packet. Registration for the trainings can be done through the hvmmc.org website. The Policy Committee is meeting on Friday, July 7. Karin has included a budget request for Winona County to fund WRAP+, starting with creating a full-time jail social worker position in 2024. Katie and Kalene have been asked to do another presentation to the Health and Human Services Advisory Committee. Although it was originally scheduled for July, it may not take place until later in the year if the committee chooses not to meet in July. WRAP+ staff will also be presenting to the County Board, likely in late July.

Replacement Jail Updates: The jail committee met yesterday. Construction is on time and on budget. Staff will be allowed into the building for training at the end of July. Kelsie plans to do core staff training in August and September, with the jail slated to open in October. Discussion was held on the possibility of doing public tours of the jail, as was done in Houston County with their new jail. Karin stated that the Community Outreach and Diversity Committee has done open houses in the past and would be willing to work with Kelsie and others on a jail open house. Kelsie suggested September as a good month to do these. Chris will make sure the topic of public tours will be brought before the County Board.

Hope for Homes: The workgroup met on June 23rd and received updates on its two projects. Neither grant was awarded for the Hope for Homes Project. The workgroup will be discussing the \$10,000 Minnesota Housing Partnership Grant at the upcoming Housing Institute in the hopes that funding could be accessed for the Scattered Sites project. Hiawatha Valley has hired

a Housing Resource Specialist for the Scattered Sites Program. The next Housing Institute is on July 12th and 13th; it sounds like we will have a full team in attendance.

Jail Programming Workgroup: The volunteer application has been posted and Kelsie has received three applicants (crystal meth anonymous, NA/AA and Let's Erase the Stigma) for budgeting. She will be working on processing applications and setting up standards and stipulations for volunteers. A question was raised at the meeting about whether a person on probation could volunteer. Kelsie plans to use a 3 year cutoff from the most recent offense date. With respect to probation, she intends to communicate with the probation officer to make sure the applicant is in good standing, as she understands that some people may have very long periods of probation. Hiring for detention deputies is going well, with 6 hired, 1 in the final phases of hiring, 6 pending background checks and 3 left to recruit.

Adjournment: Meeting adjourned 12:32 p.m.

Next Meeting: July 26, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
July 26, 2023 at noon via Zoom**

Present: Justin Green, Andy Kranz, Trish Chandler, Mark Jacobson, Tara Brown, Kalene Engel, Chris Meyer, Katie Schild, Matt Hudson, Ann McLaughlin, Karen Bunkowski, Rachel Stoll, Christy Ferrington, Marie Kovcesi.

Minutes by: Kalene Engel

Call to Order: Kalene Engel called the meeting to order at 12:03 p.m.

Approval of Minutes from June 28, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: The WRAP+ presentation to the County Board on July 27, 2023 went well in spite of an otherwise very long meeting, the warm temperature of the meeting room and audio/visual technical difficulties. The presentation followed presentations by the County Recorder and the Director of SEMMCHRA, both of whom referenced the need for expanded housing opportunities in Winona County. Data from the WRAP+ presentation confirmed the need for expanded housing, as that was, by far, the biggest need of WRAP+ participants. Both Trish Costello and Sierra Schier are accepting and working with clients. Starting in August, Kalene will be revising the policies and forms to reflect the change in the HVMHC positions. The second training on Government Benefits 101, Social Security and Unemployment Benefits will take place on July 27th. Upcoming trainings include Cultural Humility (August), Fetal Alcohol Spectrum Disorder (September) and a Poverty Simulation (October), which puts participants into the place of individuals who are trying to get services.

Replacement Jail Updates: The DOC has raised concerns about opening the jail without a new backup generator. Options to install the generator or rent a generator until the generator purchased by the county arrives have been discussed. However, utilizing either of those two options would result in a disruption in services at some point when the new generator was installed. The County Administrator will be reaching out to the vendor about the new backup generator.

Hope for Homes: The final Housing Institute was held on July 12th and 13th in Rochester. The team was informed of options for reapplying for the \$10,000 grant which was made available to teams that participated in the institute. HVMHC is still attempting to hire staff for the Scattered Sites Supportive Housing Project. The Local Housing Trust Fund Project received a boost at the July 27th County Board Meeting, as the Board agreed to allocate \$50,000 into a Local Housing Trust Fund at SEMMCHRA's request. SEMMCHRA also received an allocation of \$40,000 to fund staff to apply for housing grants from the state. Winona County will be receiving approximately \$132,000 in local housing aid from the state and, if allowed, the two allocations to

SEMMCHRA would come from that. The next meeting of the Hope for Homes Workgroup will be held on July 28th with Harlan Buckalew of Minnesota Housing Partnership in attendance.

Jail Programming Workgroup: The Jail Programming Workgroup is going well, with 11-12 people attending each meeting on average. A jail tour for workgroup members will take place on August 2nd at 5pm. Kelsie Horst, Programs Director, has received applications from individuals interested in running programs on Narcotics Anonymous, Crystal Meth Anonymous, finance, employment and literacy. However, she has yet to receive applications on AA & Bible Study. Kalene will send out the jail application, which is also posted on the CJCC website.

Adjournment: Meeting adjourned 12:40 p.m.

Next Meeting: August 23, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
August 23, 2023 at noon via Zoom**

Present: Justin Green, Andy Kranz, Mark Jacobson, Tara Brown, Kalene Engel, Chris Meyer, Matt Hudson, Ann McLaughlin, Christy Ferrington, Marie Kovecsi, Judy Gilow, Mike Kuehn

Minutes by: Kalene Engel

Call to Order: Justin Green called the meeting to order at 12:04 p.m.

Approval of Minutes from July 26, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: Kalene is still working on getting the budget modification accepted by BJA. She has updated the Policy & Procedure Manual and forms to reflect the change in project scope. Katie and Kalene gave a presentation to the Health and Human Services Advisory Board earlier this month with additional presentation/conversations in the works with other groups. The 2nd Cultural Humility Training was held earlier today with approximately 60 people in attendance. Upcoming trainings include Fetal Alcohol Spectrum Disorder (September), a Poverty Simulation (October), and Street Drug Recognition/Impact (November). There will be no trainings scheduled for December.

Replacement Jail Updates: A temporary occupancy permit has been issued. The generator problem was solved by installing the old generator, which was acceptable to whomever was conducting the inspections. Jail staff is in the process of doing training in the new jail. Public tours of the jail will be offered on Sunday, September 17th from 1 to 4 pm. Volunteer tour guides will lead small groups of people through 8 different stations at the jail. The stations will be manned by jail staff who will give a brief presentation about the functions at that station. Light refreshments will be served. Additional law enforcement-related groups (such as SOAR, Sheriff's Posse, Canine Unit) will be present in the parking lot to provide demonstrations and discuss their work. Photos of the old jail and a time lapse video of the construction of the new jail will be shown on the tv monitors. Although several people have already volunteered to serve as a tour guide, if anyone is still interested in volunteering, they will be put to work somewhere.

Hope for Homes: The grant writing group consisting of Tim Hunter, Crystal Hegge and Marie Kovecsi are finishing up two grants: one for Minnesota Housing Partnership for \$10,000 to be used for supplies or materials for supportive housing units and a second for Winona Community Foundation for \$7,500 to be used as a flex fund for housing needs. The group held a robust discussion on the future organizational structure of the group, which is currently functioning as a CJCC workgroup. Ideas discussed included becoming a 501(c)(3) and being spun off as a separate entity, much like what occurred with Winona County Alliance for Substance Abuse Prevention.

Jail Programming Workgroup: Kelsie has received and approved several volunteer applications. Although she is still soliciting applications, her current focus has shifted to training of staff. Justin noted that he sent emails to a list of clergy and has received a couple of responses. Tara stated that she is aware of several people from recovery groups who plan to apply, but who have concerns about the length of sobriety requirements, which they hope could be re-evaluated.

Other: Judy is co-teaching a NAMI Family to Family Class which will be held at the Winona Middle School Media Center from 6:30-9pm starting on September 25th and running for four weeks. Reach out to Judy at 507-458-0714 for more information.

Adjournment: Meeting adjourned 12:37 p.m.

Next Meeting: September 27, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
September 27, 2023 at noon via Zoom**

Present: Justin Green, Tara Brown, Kalene Engel, Chris Meyer, Matt Hudson, Christy Ferrington, Judy Gilow, Trish Chandler, Karen Bunkowski, Eileen Hanson

Minutes by: Kalene Engel

Call to Order: Justin Green called the meeting to order at 12:04 p.m.

Approval of Minutes from August 23, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: This quarter, there were 47 participants in WRAP+, with over new accepted applicants during the quarter. The assigned applicants are in various stages of getting qualified to be a full participant. Due to the lag time between acceptance and completion of the comprehensive evaluation (mental health evaluation), a change in the funding policy was made to allow accepted applicants who complete the intake form to access up to \$500 in funding. Kalene is still waiting to hear back on the budget approval from the federal grant manager. The Task Force approved forms have been uploaded to the website. The next scheduled training is the Poverty Simulation on October 12th at the VFW. Approximately 70 people are signed up for the first session from 9-11 am; the second session has openings. The final training for the year will be in November and is an in person session with Officer Luke Fratzke of Wabasha County. He will be discussing drug identification, prevalence and signs/symptoms. Chris reported that the County Board approved a preliminary levy on September 26th which included full funding for the Jail Social Worker starting in January of 2024. The requests for a treatment court and crime victim's assistant were not approved. Chris thanked everyone involved in WRAP+.

Replacement Jail Updates:

- **Jail Construction:** Although the generator issue has been resolved (for now), there are issues with some of the other equipment which prevented the staff from completing the transition training. The vendor was required to return to fix the issues and they are apparently far enough along with the repairs that the training can resume. However, the issue has resulted in a delay of at least a month in occupying the jail. The county is exploring options for reimbursement from the contractor for the cost of the delay. There is no set time for opening day, but it will not be before the 1st part of November.
- **Jail Tours:** Jail Tours were held on September 17th and were a huge hit! Almost all of the time slots were filled within the first hour, so an additional hour (of 6 more tours) was added. Even so, some people had to be turned away. A total of 262 people toured the jail. The Sheriff's staff and other volunteers did a terrific job. Tour guests asked thoughtful

questions and, for the most part, gave positive feedback on the jail. Karin is planning to schedule a debrief with the tour planning committee to discuss ways to provide additional tours in the future.

- **Hope for Homes:** Kalene received word on the afternoon of September 26th that the Winona Community Foundation Board funded the request from CJCC/Hope for Homes for \$7,500 to use as a flexible housing fund held at Winona Community Foundation. The monies will be used for expenses related to the scattered sites supportive housing project. Another grant application for an additional \$10,000 for the fund will soon be submitted to Minnesota Housing Partnership.
- **Jail Programming Workgroup:** Kelsie has received several more applications for jail volunteers. However, because of the aforementioned issues with the jail construction and delays in training, Kelsie has shifted her focus to training. She indicated that it was very probably that no programming would be offered in the jail until 2024. Therefore, the group decided to pause the Zoom meetings until February of 2024 and provide/receive updates via e-mail.

Other:

- Foxhole Discovery is a new resource for individuals in recovery. Currently, they occupy space in the Peer Support Network at Hiawatha Valley Mental Health Center. They are open at times when the PSN is not, typically weekdays for a few hours and some Saturdays. The space is an open space where people came drop in, spend time with peers, play games and enjoy pro social activities. There is no charge and information is available on The Foxhole Discovery Facebook page.
- Judy just started co-teaching a NAMI Family to Family Class at the Winona Middle School Media Center. Six people attended the 1st class including a teenager. People can still join until the class on October 2nd.
- Hiawatha Valley Mental Center is sponsoring its 3rd Annual Bringing Light Into Darkness Event at the Minnesota Museum Art Museum. The event includes a free gathering outside of the museum which will include speakers, resource tables and lights to represent people who were lost to suicide. Food will be available for purchase from food trucks. This years' event also includes a fundraising component with the Dueling Pianos performing inside the museum from 6-8pm. The cost for the fundraiser is \$30.

Adjournment: Meeting adjourned 12:40 p.m.

Next Meeting: October 25, 2023 at noon

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
October 25, 2023 at noon via Zoom**

Present: Justin Green, Tara Brown, Kalene Engel, Judy Gilow, Trish Chandler, Karen Bunkowski, Vanessa Southworth, Jackie Henderson, Ann McLaughlin

Minutes by: Kalene Engel

Call to Order: Justin Green called the meeting to order at 12:02 p.m.

Approval of Minutes from September 27, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: There are currently 40 participants in WRAP+ with another 25 in the accepted applicant stage. The team continues to discuss ways to decrease the time from acceptance to participant. There have been numerous funding requests already this quarter, so the team will be discussing whether the increase in requests is an anomaly or a reason to re-evaluate the funding cap. We still have not received a response from our federal grant manager on our match waiver request for our budget. New policy handbooks have been distributed to the case managers. The new forms and policies are also posted on the WRAP+ Forms webpage. The Poverty Simulation on October 12th was very well attended and received.

Replacement Jail Updates: Construction is complete and the contractors are working on resolving punch list issues. Numerous inspections are taking place. There are a few small remaining issues to resolve, none of which should prevent the jail from opening by year's end. However, since some of the issues affected the training schedule, training is taking longer than anticipated. The generator that was promised by this spring is now set to arrive in April of 2024.

Hope for Homes: Marie was not able to attend the meeting, but provided Kalene with the following email update in advance of the meeting:

Hope for Homes will be meeting Nov 3rd at the Winona Community Foundation at 10. We will be working on planning a community meeting sometime in January or February. A sub-group has also been meeting to chart the steps/options for both landlords and tenants. A list of support/organizing documents that are needed as H/H continues is also being drafted. These will all be on the Nov 3rd agenda for discussion by the group.

Kalene reported that Winona Community Foundation had awarded \$7,500 to the county to be placed into a flexible fund for the Scattered Sites Housing Program. Another grant application for an additional \$10,000 for the fund was submitted to Minnesota Housing Partnership earlier this month

Jail Programming Workgroup: The workgroup has paused meetings until February of 2024 to allow for the opening of the jail

Open Discussion – Opioid Settlement Funds: Kalene shared her experience as a participant in one of the listening sessions, noting that she advocated for a flexible pot of money to be used for persons in recovery from chemical abuse or attempting to manage their mental illness. WRAP+ offers such funds, but that money will disappear when the grant is done. Vanessa noted that the HUB would benefit from having flexible funding too. A focus of one of the opioid sessions was to invest in existing programs that were working (such as WRAP+ and the HUB) and not just look at creating new programming. Kalene noted that there should be enough funds to do multiple different things. The next steps for the Opioid Committee will be to receive a report from the listening sessions and then discuss/make recommendations to the County Board as to how to allocate the funds.

Adjournment: Meeting adjourned 12:24 p.m.

Next Meeting: As has been done in the past, the November/December meeting was moved to early December due to the conflicting Thanksgiving/Christmas holidays. The new date is December 13th at noon.

**Minutes of the Jail & Jail Alternatives Committee of the
Winona County Criminal Justice Coordinating Council
December 13, 2023 at noon via Zoom**

Present: Justin Green, Kalene Engel, Matt Hudson, Judy Gilow, Trish Chandler, Karen Bunkowski, Christy Ferrington, Mark Jacobson, Rebecca Church

Minutes by: Kalene Engel

Call to Order: Justin Green called the meeting to order at 12:02 p.m.

Approval of Minutes from October 25, 2023 Meeting: Approved by consensus without changes.

WRAP+ Updates: There are 40+ participants in WRAP+. The time from referral to completion of the comprehensive evaluation has decreased, so people are moving more quickly from accepted applicant to participant. Case managers are meeting twice a month to review client caseloads and progress. Funding requests continue to be heavily weighted towards housing requests. The risk assessment will be changing from the ORAS to the RANT, which is the tool used by treatment court. There were no trainings held in December, but there are several trainings planned for next year, including sessions on Mental Health 1st Aid in January, February and March. Another training that will be held between January and March is one on Peer Specialists.

Replacement Jail Update: The Jail Design and Construction Committee met last week. During that meeting, Steve expressed concerns that the remaining issues with jail were not being addressed by the original contractors/architects. One of the issues was that all 52 toilets in the facility flushed each week at the same time, creating a significant bill. Justin agreed with Commissioner Ward that the bills for the construction shouldn't be paid in full if there were issues remaining. Since the meeting, the issues have improved to the point where three detainees are currently being housed at the new jail.

Hope for Homes: The workgroup met on December 8th and an advisory board was formed. Minnesota Housing is hosting a Regional Housing Meeting hosted by Minnesota Housing on January 24, 2024 from 1-3:30 p.m. at The Parlour Room. Preregistration is required due to limited space. Chris noted that the County Board increased the amount provided to SEMMCHRA in 2024, part of which was for a housing trust fund and part of which was for a grantwriter to pursue additional housing grants. The County is also receiving \$132,000 in local housing aid from the state, but that money cannot be used as match for other housing grants.

Jail Programming Workgroup: The workgroup has paused meetings until February of 2024 to allow for the opening of the jail.

Volunteer to Assist with Agenda, Minutes and Zoom: Justin thanked Kalene for all her work on the CJCC and especially the Jail and Jail Alternatives Committee. Justin agreed to prepare the agendas and minutes for future meetings but asked for assistance with setting up the Zoom meetings. Kalene mentioned the possibility of getting clerical assistance from the county; she will bring up this idea at the CJCC Executive Committee Meeting scheduled for later this week.

Adjournment: Meeting adjourned 12:32 p.m.

Next Meeting: January 24, 2024 at noon via Zoom.