

## BUFFALO COUNTY PUBLIC MEETING MINUTES

**Community/Board:** Community Justice Services – Buffalo and Pepin Counties

**Date of Meeting:** Friday, February 8, 2019

**Electronic and Hard Copy Filing Date:** Wednesday, February 13, 2019

**Location:** CJS Department  
Buffalo County Courthouse  
Room 2400, 2<sup>nd</sup> Floor CJS Office  
407 S. 2<sup>nd</sup> St.  
Alma, WI 5461

Meeting called to order by Brenda Berning at 8:30 a.m.

**MEMBERS PRESENT:** Members present Brenda Berning, Steve Hughes, John Kriesel, Mike Osmond, and Roselle Schlosser.

**Minutes** – Mr. Kriesel made motion to approve December 14, 2018, minutes as presented, second by Mr. Hughes. Motion carried

**Financial Report** – Mr. Osmond made motion to approve December 2018 (preliminary) financial report as presented, second by Mr. Hughes. TAD final report/quarter 4 – due 1/30/19 – will complete financial portion in February 2019 when Buffalo County Administration Finance is able to provide worker’s compensation numbers; notified TAD manager – approved.

**Coordinator’s Report** – Ms. Berning presented the CJS Coordinator’s Report as follows:

**Violation Letters** – discussion regarding procedure of how the CJS violation letters were to be processed. Brenda will research and follow-up at next meeting

CJS Data – Currently:

- Active = 39
- Soberlink = 2
- Drug Testing = 39
- IDIP = 1
- DPA = 17 (BC – 13 and PC – 4)

	2017 (commence 7/31)	2018	2019	TOTALS
Total Screened	77	117	9203	220
Completed	11	40	2	53

Client did not want to participate/Terminated	5	17	1	23
Removed (per client request)	0	2	0	2
Not Approved (BW, charge, probation)	32	52	5	89
DPA	1	17	1	19 BC – 15 PC - 4

**Volunteer Transportation:** Per Mr. Rynders report to the CJCC meeting on January 2019, BCDHHS and PCDHS ADRC are working on policies/procedures, driver training, orientation, unify rates, and establishing goals. May 1, 2019 is the target date to get all this initial work completed; then look to recruit additional volunteer drivers. Building the goal of expanding services to provide transportation to CJS clients the second half of 2019.

**CORE:** no progress on ability to pull reports from data entered into CORE system.

**CJS Website:** Mr. Brooks encouraged we add information of all community based programs on said website. Please visit website at <https://buffalopepincjs.weebly.com/>

**CJS Image:** New image (below) – approved. Thank you Mary Wood and Craig Brooks for creating said image.



**CJS Public Relations:** At the CJCC January 2019 meeting, Mr. Brooks discussed the importance of building public support for CJS and other criminal justice programs (jail re-entry, diversion, etc.). Suggested involving volunteers, solicit donations, submit articles to local paper, and public service announcement – clients tell their story.

**Transfer funds:** \$5,000 check from Pepin County to CJS budget was received and deposited in February 2019.

**Signature bond:** Discussed district attorney has the right to charge felony bail jumping if they see fit, even if it is a violation of the CJS program conditions. Discussed signature bonds with condition of randomize drug testing when defendant does not want to participate in the CJS program. Experimenting with concept in Buffalo and Pepin

County's. Failure to follow through on randomize drug-testing results in new felony bail jumping charges.

2019 Budget: Informed committee working on revised 2019 budget as this year there will be two set of numbers with step increase being paid out in two increments on January 1, 2019 and July 1, 2019. Discussed revenues are down because we have only 1 paying soberlink participant; Shawn and Brenda were able to adjust and balance budget accordingly; collection of drug/alcohol payments are pertinent to the program's success.

Deputy Register in Probate Position: Roselle Schlosser stated Janna Herold resigned and Roselle is proposing replacement position be full-time; part-time in judge's office and part-time in clerk of court office; she stated she was asked to have clerk of court collect funds for CJS program. Discussion ensued regarding current procedure.

**Next Meeting: Friday, March 8, 2019, 8:30 a.m. – 10:30 a.m., Alma CJS Office (second Friday of every month).**

**Submitted by Brenda Berning, CJS Coordinator**

Brenda Berning