CJCC Meeting Minutes

Community/Board: Criminal Justice Collaborating Council (CJCC) – Buffalo and Pepin Counties

Date of Meeting: Tuesday, July 21, 2020

Electronic and Hard Copy Filing Date: 

Location: Zoom

Meeting called to order at 12:03 p.m.

Present: Tanisha Bautch, Craig Brooks, Judge Clark, Sonya Hansen, Steve Hughes, Randy Keys, Audrey Lieffring, Gina Rieck, Matt Roesler, Dave Rynders, Phil Wicktor, Mary Wood, Jamie Gibson, Nathan Nelson and Danielle Schalinske.

Public Comments regarding Agenda items: none

Minutes of previous meeting, June 17, 2020: Ms. Wood had one change to add to the June 17, 2020 meeting minutes. Under the Moving Forward (Jail Reentry) section, need to add the subcontractor for the Baldwin Grant will be the Center for Independent Living in Menomonie, WI. Ms. Wood accepted motion to approve minutes with the above changes, second by Mr. Brooks. Motion carried.

CJCC Financial Report: The CJCC financial report was presented with a balance of $34,525.61, unchanged from last month. Mr. Wicktor addressed whether the budget needs to be spent by a certain time. Ms. Rieck does not believe it does and do not need to give a report on spending costs. Mr. Wicktor accepted motion to approve report as presented, second by Mr. Brooks. Motion carried.

Community Work Service (CWS) Report: Ms. Rieck presented report. There has been struggles for participants to find community service work during COVID-19 pandemic but it is moving along. Have had quite a bit of success with Buffalo City allowing participants work in their parks, painting curbs, etc. Please see attachment below for breakdown. Mr. Wicktor accepted motion to approve report as presented, second by Mr. Brooks. Motion carried.

Moving Forward (Jail Reentry): Please see attachment below for breakdown.

CJS Coordination Report: Ms. Bautch shared the following:

- Steering Committee did not meet in July 2020.
- CJS Data (see chart below)
- Financial Report – The CJS budget is on track. The program is still currently putting 150-300 miles on a day to help accommodate for the Pepin County clients due to the Pepin County Courthouse being closed until September 1, 2020 due to COVID-19 pandemic.
- Agency Owned Soberlink Devices –Stickers were purchased and placed on the agency owned Soberlink devices with Buffalo County return information.
System Mapping: Mr. Rynders discussed wanting to develop a small work group to create a more detailed diagram of the court system. Need to get this created due to it being an essential part of how we operate and it is needed when writing grants. Decided to have a 10-minute segment set aside for the system map for each CJCC meeting to update the map and bring forward ideas. Mr. Rynders would also still like to have a core group formed and bring updates to each CJCC meeting. Judge Clark stated the system map also needs to be added the CJS Steering Committee’s next agenda to discuss for the next round of the grant writing process.

Next Meeting: Wednesday, August 19, 2020, 12:00 p.m. – 1:00 p.m., via Zoom.

Public Comments: Ms. Wood requested to set aside 20 minutes to introduce the Veterans and Military Service Member, Mike Gallagher, to CJCC at the September 15, 2020 meeting. Mr. Greg Quinn from the Dunn County Veteran Services will also accompany them. Ms. Wood will find out if this date works and let the council know.

Mr. Wicktor accepted motion to adjourned meeting at 12:43 p.m., second by Mr. Roesler. Motion carried. Meeting adjourned.

Respectfully submitted,
Tanisha Bautch,
CJS Case Manager
## COMMUNITY SERVICE PROGRAM

**7/21/20**

<table>
<thead>
<tr>
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<th>May/June 2020</th>
<th>2020 Total</th>
<th>2019 Total</th>
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<tr>
<td>Buffalo Cty Referrals</td>
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<td>Pepin Cty Referrals</td>
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<td>32</td>
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<tr>
<td>Total</td>
<td></td>
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Total Community Service Hours:

- 266 ½ hrs. (2020)
- 849 ¾ hrs. (2019)
- 1038 ¾ hrs. (2017)
- 2294 ¾ hrs. (2016)
- 2997 ¼ hrs. (2015)
- 2360 hrs. (2014)
- 2695 ¾ hrs. (2013)
- 1971 ¾ hrs (2012 and prior)
- 15,017 ¼ hrs TOTAL

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Gina Rieck  
Buffalo-Pepin County Community Service Program
The MOVING FORWARD committee meets monthly, most recently on July 15. Primary topic was discussing a shared position. I have also met with Dunn Co reentry partners on June 30 and July 2, 2020 to work on details of a shared Certified Reentry/Recovery Peer Specialist (CRPS) position. Major activities in June-July-August are developing a plan for a shared position, between Dunn, Pepin and Buffalo counties AND sharing between jail reentry and CJS, for at least the initial 6-12 months. We have Baldwin Award funds, $45,000 and $6,800 carryover UW Innovative grant funds for 2020-June 2021 available.

- Center for Independent Living of Western WI (CILWW) will be the sub-contractor and will provide (in-kind) mentoring and supervision, office space, computer and phone, some expense reimbursement
- Have re-written a 3rd draft CRPS PD, will send out draft to MOVING FORWARD members for approval this week and then post the position by the end of the month.

Veterans and Military Service Members and Reentry special project (12 months) – collaboration between Dunn, Pepin and Buffalo county reentry programs and VS Offices and Extension. Have also been developing some connections with WI Veteran’s Administration staff and U.S. Representative, Mike Gallagher, who serves on the House Armed Services Committee and has a special interest in Veterans issues.

- Awarded $13,905 UW Innovation Grant
- Dunn County Veteran’s Service Office will be “home base” for office, and will contribute phone, computer, some travel reimbursement, and primary supervision
- Hired a 40% position to accomplish across:
  - Networking and conducting focus groups
  - Development and pilot of training for law enforcement, justice partners, health care professionals and community organizations (training will be evaluated and finalized for sharing across WI)
  - Development and pilot of civilian Battle Buddy model
This proposed three-county (Dunn, Pepin and Buffalo) project is in direct response to the particular needs of veterans and military service members who are involved across the local justice system - in the arrest and court processes, in jail, in treatment and transitional facilities, or on supervision through probation or social workers. These needs were identified by the MOVING FORWARD Reentry Program Committee as part of a 2018-19 jail reentry pilot in Pepin and Buffalo Counties.

This discovery prompted a focused subcommittee of Extension, Veterans Service Office directors and staff, and a Certified Reentry/Recover Peer Specialist to study unique needs and issues pertaining to veterans and military service members and their families, as they adjust to civilian life and at critical points when they may come in contact with the justice system. What we learned about civilian life adjustment challenges, and how much influence the justice system and community partners have, based on their interactions with veterans and military service members, was compelling.

The subcommittee determined that there is definite need for educational workshops and resources that raise awareness and teach practical strategies which help prevent and de-escalate justice system involvement. The project design is to develop and field-test training that addresses challenges with transition from military to civilian life and to provide sound, practical and effective strategies for interacting with veterans and military service members, especially those in crisis.

This proposed project addresses nine of the ten Dean’s Extension Vision Points and clearly, all but one of the funding proposal objectives. While it does not address a newly emerging issue, it addresses a long-standing issue that has been newly identified. It is also an opportunity for Extension to build capacity and develop a relevant and timely educational program directly, working alongside new partners and to serve a new specialized and underserved audience, with focused research opportunities for the student employee, and a comprehensive development, field testing, evaluation and review processes. Establishing the structure for local peer-to-peer support programs will be based on networking with existing veteran peer-to-peer efforts.

This one-year project will result in a final, tested product with involvement and value from those for whom it is intended, for use by Extension colleagues and veterans and military service organizations statewide and beyond, and a model for local civilian “Battle Buddy” peer-to-peer support.

A UW-Stout Health Sciences student, who is also a disabled veteran, has been serving as a work-study student at the Dunn County Veterans Service Office in 2019-2020, and is prepared to carry out the project, under direct daily supervision of the Dunn County Veterans Service Officer and indirect supervision from the Extension Educator in Pepin and Buffalo Counties.

The results of this project will be nested within the jail reentry programs in Dunn, Pepin and Buffalo counties, with intended goal of building, evaluating and incorporating specific supports into broader justice system policies and preparing to be well-positioned for the next cycle of WI Department of Justice Reentry Program (five-year) funding in 2021-22.

**Those involved with the project** will include: Veterans Service Officers from Dunn, Pepin and Buffalo counties; a UW-Stout Student who is also a disabled veteran; Dunn County Certified Reentry/Recovery
Description: The project will take place in phases from July 1, 2020 to July 1, 2021. Limited travel and type of meetings will be influenced by COVID19 recommendations. A minimum reach of 155 individuals is projected, the majority with multiple contacts. **Phase One: July-October 2020** research via focus groups, interviews and literature review, and development of presentation workshop materials and resources. Primary working home base in Dunn County and meetings via Zoom, except face-to-face focus groups (COVID19 permitting). Feedback and advising by military and reentry partners, VSOs, and Extension Educator. **Phase Two: November 2020-March 2021** the project staff will co-present training workshops to Criminal Justice Collaborating Councils, county and city law enforcement and human services departments, and veteran organizations in Dunn, Pepin and Buffalo Counties, health care providers, and interested Extension colleagues. Evaluation data will be collected and analyzed, and presentation workshop will be modified as indicated. **Phase Three: April-June 2021** Presentation workshop materials will be finalized and a plan for broader statewide dissemination and implementation will be developed. Design for a peer-to-peer civilian “Battle Buddy” program will be developed and sharable. A joint summary report will be prepared and shared widely

Evaluation: Process and qualitative evaluations will take place through the development of the training materials and delivery, participant feedback, measuring usefulness of content, effectiveness of training content and tools, and intention to implement strategies, and readiness to implement statewide trainings. Long-term evaluation will include numbers of training workshops held, trainer and participant feedback. Quantitative evaluation will be measured by number of training participants and volunteers willing to serve as “Battle Buddy” peer-to-peer mentors for to veterans and military service members and their families. **Intended impacts** are multiple and graduated as briefly detailed on the attached logic model.

1) Develop, implement, and field test training workshops, and evaluate for the purpose of readying training workshop and materials that can be shared with other Extension colleagues and Veterans Service Offices and military organizations for broad use throughout the state and beyond.

2) Reduce the incidence of veterans and military service members who struggle with adjusting to civilian life, mental health and addiction, and behaviors/decisions resulting in justice-system involvement and associated negative personal, family and community outcomes.

Milestones for success include: Changes to local policies, systems and environments that result in more positive outcomes for veterans and military service members and their families, in communities and across the justice system – law enforcement, jails, human services, etc. which prevent and reduce justice-system involvement and trauma for the individuals, their children and families. Expanding Extension capacity to access and partner with a new audience, and with practical materials that are peer-reviewed and tailored for use with specific veterans and military service, community and justice system audiences.

Amount requested: **$13,905** as detailed on Budget Sheet

In-kind minimum value: Total **$7,840**

$3,640 (2 hours weekly of supervisor time at $35 per hour; salary and fringe), use of office space and equipment ($100 per month X 12) $1,200.
**CJS Data** as of 7/21/20: Served 188 individuals since 8/1/17
- Active = 36
- Soberlink = 3
- Drug Testing = 30
- IDIP = 2
- Deferred Prosecution Agreement = 25 (BC – 22 and PC – 3)
- TOTAL DPA SERVED: 43 (11 successful; 6 terminated)
- Random Drug Screening = 1

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<th>Metric</th>
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<th>2019</th>
<th>2020</th>
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