

Rock County
Evidence-Based Decision Making Ad Hoc Committee
Wednesday, April 15, 2015 minutes
Conference Room N-1/N-2

- 1) Call to Order. Eric Nelson called the meeting to order at 9:06 AM.
- 2) Committee Members Present. Larry Barton, Commander Erik Chellevoid, Troy Enger, Charmian Klyve, Elizabeth Krueger, Stephen Meyer, Chief David Moore, Eric Nelson, David O'Leary, Josh Smith, Robert Spoden, then Angela Moore at 9:22 A.M. and Judge Alan Bates at 11:30 A.M.
- 3) Committee Members Absent. Judge James Daley, Sandra Kraft, Judge Richard Werner.
- 4) Staff Members Present. Elizabeth Pohlman McQuillen, Criminal Justice System Planner/Analyst and Tracey VanZandt, HR Secretary.
- 5) Others Present. Tommy Gubbin, EBDM State Coordinator; Judge Bill Henderson.
- 6) Approval of Agenda. Mr. Meyer moved approval of the agenda, second by Mr. O'Leary. ADOPTED.
- 7) Election of Chair and Vice Chair. Eric Nelson was nominated for Chair of the EBDM Ad Hoc Committee by Mr. Smith, second by Ms. Klyve. Mr. Nelson accepted the nomination. ADOPTED. Sandra Kraft was nominated for Vice Chair by Mr. Smith, second by Mr. Meyer. Ms. Kraft was not present but had told Mr. Smith that she would accept the nomination. ADOPTED.
- 8) Discussion with Mimi Carter regarding Evidence-Based Decision Making Initiative. Ms. Carter started with introductions around the room. Then the background of EBDM was presented through a PowerPoint presentation. In the earlier phases, there were seven sites in six different states. Milwaukee County and Eau Claire County were two counties that participated in the earlier phases of EBDM. The group reviewed who should be on the committee at the local level according to the initiative. The Committee wanted to make sure that there is some representation at each level. It was found that the current 16 member committee was lacking community representation. It was suggested that we invite Dorothy Harrell from the NAACP to join our committee along with a representative from the Beloit Police Department and either a Mercy or Dean mental health professional. Judge Bill Henderson, from Beloit, said he would be interested in being a member of the committee as well. **ACTION NEEDED:** Elizabeth Pohlman

McQuillen to submit a resolution to Rock County Board of Supervisors for an additional three seats on the EBDM Ad Hoc Committee.

9) Establish Ground Rules.

- A. No BS-cut to the chase. Be straightforward and honest.
- B. Be open to new ideas-find ways to make things happen.
- C. Follow through on assigned tasks.
- D. Respect other's opinions.
- E. Goal oriented.
- F. Expect attendance-no designees allowed.
- G. Commitment to good of public.
- H. Be prepared.
- I. Encourage diverse opinions-challenge new ideas.
- J. Be here with a purpose or desire.
- K. Use common language that can be understood by all.
- L. Focus on issues and problem solving-not territories or personalities.
- M. Be creative.
- N. Participation by all.
- O. Organized approach/presentation.
- P. Begin with the end in mind.
- Q. Chair and Coordinator are the voice of the group.
- R. Optimistic approach/maintain and express positive work group.
- S. Acknowledge successes and progress.
- T. Do something!
- U. Start and end on time.

10) Define Roles and Responsibilities.

Team Chair-should be the Team Champion. He should follow up on team concerns and represent the team and its work. The Team Chair should stay focused on the team's goals and keep the team on task. **Side Note:** Our meetings must be an open meeting along with time allowed for citizen participation. We may establish ground rules as far as a time limit of three minutes per citizen similar to County Board meetings.

Vice Chair-Fill in for Chair when not present.

Local Coordinator-Prepare meetings, distribute and share info with committee members and provide NIC with monthly data.

TA Provider-Guide through the process, facilitate meetings, prepare agendas, identify a need and then provide assistance and resources.

Team Members-Participate, serve as liaison between agency, staff and team. Team members are expected to complete assignments between meetings.

- 11) **Future Meetings.** Meeting dates have been scheduled for the next twelve months and those schedules have been disbursed to committee members. It was agreed that meetings should start at 9:15 A.M. for a duration of three hours. The last 15 minutes of the meeting will be open for public comments. Reminder that there will be a two day workshop on June 29 and 30 at the Heidel House in Green Lake. The State team will be invited as well as the county teams. This will be a working conference.
- 12) **Homework to be completed before May meeting.** Each member is to develop a list of important values that they would like to see drive the criminal justice system. Mimi handed out a Data Collection Template. She would like members to review this and check if they have access to the data that is being questioned and write any additional questions at bottom. **ACTION NEEDED:** Elizabeth Pohlman McQuillen to put together a membership list along with email addresses for distribution to team members.
- 13) **Citizen Participation and Announcements.** None.
- 14) **Future Meeting Date:** Wednesday, May 20, 2015 9:15 A.M. - 12:15 P.M., Conference Room N1/N2, Fifth Floor Courthouse East
- 15) **Adjournment.** Mr. O'Leary moved adjournment at 12:07 P.M., second by Ms. Klyve. **ADOPTED.**

Respectfully Submitted,

Tracey VanZandt

HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.