



**EVIDENCE-BASED DECISION MAKING (EBDM) COMMITTEE**

**THURSDAY, OCTOBER 10, 2019 — 12:00 P.M.**

**CONFERENCE ROOM N-1 & N-2 – 5<sup>th</sup> FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes of August 8, 2019
4. Discussion and Possible Action on EBDM Change Targets:
  - A. Behavioral Health Information Sharing
  - B. Pretrial & Risk Assessment
  - C. Risk Reduction Interventions (Diversion & Enhanced Deferred Prosecution)
5. Update on State EBDM
6. Discussion regarding Change in Arrest Warrant Commitments in Rock County
7. EBDM Budget Update
8. Citizen Participation and Announcements
9. Future Meeting Date: Thursday, January 10, 2020, N1-N2, 5<sup>th</sup> Floor Courthouse East
10. Adjournment

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**Rock County**  
**Evidence-Based Decision Making Committee**  
**Thursday, August 8, 2019 minutes**  
**Conference Rooms N-1/N-2**

- 1) Call to Order. Chair Smith called the meeting of the EBDM Committee to order at 12:03 P.M.
- 2) Committee Members Present. Josh Smith, Stephen Meyer, Kate Luster, Judge Michael Haakenson, Troy Enger, Judge Karl Hanson, Faun Moses, Chief David Zibolski, Supervisor Terry Fell, Jacki Gackstatter, Lori Luther, David O'Leary and Chief David Moore.
- 3) Committee Members Absent. Sherrick Anderson, Judge Alan Bates, Commander Erik Chellevoid and Dorothy Harrell.
- 4) Staff Members Present. Elizabeth Pohlman McQuillen, Justice System Manager; Dr. Kendra Schiffman, HSD Analyst; Gina Koehl, Deferred Prosecution Director; and Tracey VanZandt, HR Secretary.
- 5) Others Present. Michael Gutjahr, Erin King and Daniela Imig; JusticePoint.
- 6) Approval of Agenda. Mr. O'Leary moved approval of the agenda, second by Chief Zibolski. ADOPTED.
- 7) Approval of Minutes of June 13, 2019. Mr. Meyer moved the approval of the minutes of June 13, 2019 as presented, second by Judge Haakenson. ADOPTED.
- 8) Discussion and Possible Action on EBDM Change Targets.

**Behavioral Health Information Sharing-** Ms. Luster said they met yesterday. They are currently tackling different data points including use of force and pre and post flag outcomes. They continue the discussion on information sharing with the District Attorney's office.

Mr. O'Leary asked the workgroup to share what agencies in which counties they have presented information to.

**Risk Assessment/Pretrial-** Mr. Meyer said they have not started the soft launch as they are still waiting on a data/case management system. There is a possibility that DOJ (Department of Justice) will provide funds for us to procure software on our own. Another possibility is that Justice Point may be able to procure a system. The Sheriff's Office continues to do the NCIC workaround through the end of the year.

Ms. Imig provided a data collection handout. She reviewed the data/numbers with the committee. Based on the current data, eight (8) case managers would be needed. When we go live, we will have to decide who gets referred to pretrial supervision based on the resources available. There is a tentative PSA training scheduled for October 24 and 25. If we get the data system before the training, we will move forward with the soft launch. Mr. Gutjahr walked the committee through what a soft launch would look like. Three things need to happen in order to move forward. They are: to hire a case manager (pass background), move into office space at the Job Center and procure a data/case management system.

Ms. Pohlman McQuillen provided a sample handout on violation responses. The committee reviewed the handout. Based on a previous decision, all violations connected to UA will be removed. Mr. Gutjahr explained how violations are handled in Milwaukee County. Low severity violations will be reported to the courts on a report and will be dealt with through case management. Medium to high severity violations will be reported to the court within 24 hours. There will be an assessor training on September 18<sup>th</sup>. The policy team is fine with the language on the conditions of release which was adopted at our June meeting. This can always be revisited as the program evolves. The committee confirmed that they want a PSA done on everyone in custody.

Ms. Pohlman McQuillen said there is an opportunity for additional technical assistance (TA) with NIC and Ms. Carter. They are hoping the Arnold Foundation will help pay for TA with pretrial. They are hoping for assistance with assessor training, stakeholder training and validation of tools.

Ms. Pohlman McQuillen said the education outreach workgroup decided on outreach at three levels: 1) stakeholders 2) other criminal justice partners 3) broad community.

Judge Hanson feels that high severity violations should be seen by a judge within 24 hours. Intentional destruction or damage of GPS or SCRAM equipment will be considered high severity. The committee agreed discretion will be used during the soft launch phase. Mr. O'Leary moved to use the violation response matrix, minus the UA violations, during the soft launch and we will reassess at our October meeting, second by Judge Hanson. ADOPTED. Mr. O'Leary moved to proceed forward with our soft launch pending three conditions: the hiring of a case manager, locating case manager at Job Center office space and procurement of a data/case management system, and the soft

launch conditions will be revisited at our October meeting, second by Mr. Meyer.  
ADOPTED.

**Risk Reduction Interventions-** Ms. Koehl provided a handout on diversion appointment statistics since the launch on June 10<sup>th</sup>. They have had good participation. They found it is taking too long to explain the process during court so they decided to proceed by scheduling appointments. They decided to start a pre-screen process based on the exclusion list. They are providing an inclusion list to the Court Commissioner. They are keeping an internal data spreadsheet and using CORE as an external database. Two people in the office have been trained on CORE. More thorough data will be reported in the future. As of today, 8 people have signed up for education sessions. They will do the first session soon. They want to keep the sessions small.

Ms. Koehl provided a handout on the Rock County Diversion Program Policies & Procedures. They are proposing several changes. The first proposed change under the eligibility criteria / exclusion list; change last bullet point on first page to read “Felony offenses; individuals charged with a felony offense are ineligible unless otherwise approved by the District Attorney”. Due to capacity/staffing issues, they want to concentrate on low risk individuals at the current time. The second proposed change under Other Diversion Program Considerations; change last bullet point on last page to read “Individuals currently on probation, parole or extended supervision are ineligible unless otherwise approved by the District Attorney”. The third proposed change under eligibility criteria first paragraph wording shall be changed to “who have been charged with crimes”. Mr. O’Leary moved to approve the three proposed changes to the Diversion Policies & Procedures, second by Chief Zibolski. ADOPTED.

**Stakeholder Outreach and Engagement** – Mr. Enger said they met today. One of their members is putting together a brochure they will review and forward to the policy team and other workgroups for feedback. There is a stakeholder training scheduled for October 25<sup>th</sup>. Pretrial is ready to move forward on outreach. They talked about a three tier approach to outreach. They decided the best way to reach the second tier of outreach (line staff, law enforcement) is to create a 10 to 15 minute webinar which would provide an overview of pretrial. The webinar would provide a consistent message. It would be easier for ongoing training of new staff as well. Secondly, they would like to send an EBDM ambassador out to the agencies for questions and follow-up. They are trying to identify who this ambassador would be; one individual or a group. Anyone interested in being an ambassador can talk to the outreach workgroup. They discussed a training team; how to develop it and who should be on it. Chief Zibolski believes a multi-disciplinary training team would be best. They are looking to develop a forum for feedback whether that be through the internet or social media. They will also develop a Frequently asked Questions handout. We will revisit this discussion at our next policy team meeting.

- 9) Discussion regarding EBDM Data Collection. Mr. Smith said they have not yet created a data subcommittee. He will work on this and we will revisit this agenda item at our next meeting.
- 10) Update on State EBDM. Mr. O'Leary said the meeting got bumped. Not much to report at this time.
- 11) Citizen Participation and Announcements. None.
- 12) Future Meeting Date: Thursday, October 10, 2019, N1-N2, 5<sup>th</sup> Floor Courthouse East
- 13) Adjournment. Mr. O'Leary moved adjournment at 2:00 P.M., second by Chief Zibolski.  
ADJOURNED.

Respectfully Submitted,  
Tracey VanZandt,  
HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.