

**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**Minutes – May 19, 2016**

**Call to Order.** Chair Nelson called the meeting of the Criminal Justice Coordinating Council to order at 3:02 P.M. in the Courthouse Conference Center on the second floor of the Rock County Courthouse-East.

**Committee Members Present:** William Rankin, Chair Eric Nelson, Lance Horozewski, Chief David Moore, Commander Erik Chellevoid (alt. for Sheriff Robert Spoden), Steve Howland, Mary Weaver, Marc Perry, Max Arriaga, Heath Bierman (alt. for Charles Jones), Phil Boutwell (alt. for Charmian Klyve), and Supervisor Linda Garrett (alt. for Supervisor Sandy Kraft).

**Committee Members Absent:** Judge Richard Werner, Chief David Zibolski, Troy Enger, David O’Leary and Angela Moore.

**Staff Members Present:** Elizabeth Pohlman McQuillen, Criminal Justice System Planner/Analyst; Tracey VanZandt, HR Secretary; Jacki Gackstatter, Clerk of Court; Captain Curt Fell, Sheriff’s Office; Sgt. Wayne Hansen, Sheriff’s Office; Lori Bienema, Chief Deputy Clerk of Court; Sgt. Jay Williams, Sheriff’s Office; and Kate Flanagan, Behavioral Health Division Manager.

**Others Present:** Neil Deupree; Ethel Below; Lynda Owens; Candy Schenck; Marv Wopat; Sara Leidholdt, DOC; Ashley Morse, Kelly Mattingly, and Faun Moses, State Public Defender’s Office; Sheila DeForest, Beloit City Council; Frank Schultz, Janesville Gazette; Sarah Johnson, Janesville Mobilizing 4 Change; and Benjamin Searls, DOC.

**Approval of Agenda.** Mr. Howland moved approval of the agenda, second by Mr. Rankin. ADOPTED.

**Approval of Minutes of April 21, 2016.** Mr. Wopat moved approval of the minutes as presented, second by Ms. Weaver. ADOPTED.

**Drug Court Evaluation Follow-up.** Amanda Lake, Drug Court Supervisor, passed out a response to the evaluation conducted by Dr. Paul Gregory. The committee reviewed the hand out. Supervisor Garrett requested that the Beloit numbers be studied and reported frequently to the CJCC. Ms. Lake stated that it will be assessed as the census changes. Mr. Wopat asked if support groups can be mandatory. Ms. Lake said support groups can be mandatory if they are a condition of treatment. Ms. Lake stated that they will begin tracking positive reinforcements and sanctions. Drug Court will be recognized at the Rock County Board of Supervisor’s meeting on Thursday, May 26<sup>th</sup>, at 6 pm. Mr. Horozewski thanked the team for the timely response. Mr. Howland would like to have Drug Court eligibility and admission information on a future CJCC agenda.

**Discussion regarding Jury Selection and Potential for Racial Bias.** Ms. Gackstatter explained the jury selection process. The Clerk of Court gets a list from Wisconsin Department of Transportation (DOT). This would include anyone in the state with an active driver’s license or state issued identification card. Approximately 8,000 questionnaires are mailed to individuals from that list. Not all questionnaires are returned with response. They have tried a second mailing but this only increased return rate by 2% which is not cost effective. The returned questionnaires then go into a pool and a jury pool is pulled from these. CCAP (Statewide Court Computer system) randomly picks individuals that are mailed a summons to serve letter. Of the 8,000 questionnaires that are sent,

approximately 5% are sent to African Americans, less than 1% to American Indian, 90% to Caucasian, a little over 1% to Asian/Pacific Islander, and 3% to Hispanic individuals. This is based on the populous of Rock County. The non-response rate is as follows: 43% of African American, 30% of American Indian, 23% of Asian/Pacific Islander, 14% of Caucasian and 37% of Hispanic. There are 30 people summonsed per jury trial. This is the same process that is used in all Wisconsin counties. The DOT report is only updated yearly. This is clearly a problem with having updated addresses for individuals. At the last Clerk of Courts Association Conference, they addressed the possibility of a quarterly update. Ms. Gackstatter explained that we currently use a two-step jury selection. There is a one step process available where the questionnaire and summons are sent at the same time. This is a decision made by the Rock County judges. The Clerk of Court has a statewide meeting in June and this is on their agenda. We will table this to our July agenda so Ms. Gackstatter can report back and Mr. O'Leary can address his concerns at that time.

**Discussion regarding Payment Plans through the Clerk of Courts office.** Ms. Gackstatter explained the payment plan process. She said that they are available to anyone. The defendant is given 60 days to pay. If they are unable to pay within that timeframe, they can contact the Clerk of Courts to apply for a payment plan. If the defendant establishes the payment plan within the first 10 days, no down payment is required. After 10 days, a 25% down payment is required. The defendant has until the 60<sup>th</sup> day to provide the down payment. The defendant is required to have a source of income. A series of questions are asked about income and monthly expenses to determine the payment amount. There is a minimum payment of \$25 per month based on court rules along with a \$15 one time administrative fee. This is a signed contract. There are currently 1,832 payment plans being monitored in Rock County. If someone is late, they will send a reminder notice, which is not required but done as a courtesy. The defendant is given two weeks to catch up on payments otherwise the payment plan is cancelled. Ms. Gackstatter noted that they are flexible and willing to work with individuals if circumstances arise. For the most part the payment plan program is very successful. Only 23 plans were cancelled last month. If a payment plan is cancelled, only a judge can rule if the defendant can be placed on another plan. Chair Nelson asked if defendants are aware of this option. Ms. Gackstatter said that they are not able to give legal advice. It was asked if the Public Defender's office can provide a flyer for participants that default. Ms. Gackstatter said the Presiding Judge would make this decision. We will table this for a future agenda so we can invite Judges to attend discussion.

**Electronic Monitoring and Workender Presentation.** Captain Fell provided a Power Point presentation on these programs. Both programs are alternatives to sentencing. Electronic monitoring started in 2007. In 2015, the electronic monitoring program averaged 52 inmates daily. This saved the County over \$1,000,000. The monitoring costs the County \$16.88 per day per inmate. There is a \$50 set up fee charged to the inmate as well as a daily monitoring fee. There is an option of an alcohol monitoring bracelet as well the GPS monitoring bracelet. In 2015, 389 inmates provided 10,000 hours of community service through the Workender program and cleared \$159,716 in arrest warrant commitments.

**Tablet Presentation.** There are currently 38 tablets in the jail, distributed 2 to 3 per inmate section. Inmates can use the tablets to text message to verified friends and family, view movies, play games, and listen to music. The tablets are provided and monitored by a third party at no cost to the County. The inmate sets up an account and accesses their information through their account. Inmates can check their fund balances and transfer money on the tablets. They can order commissary items directly from the tablet. They can keep unlimited approved photos as well. There are some items on the tablet that are free. The jail is currently in the process of getting their orientation video and rulebook loaded on the tablets.

**Approval and Support for TAD Grant Application.** Ms. Pohlman McQuillen explained that the TAD Grant funds part of the Rock County Drug Court. We are a TAD legacy site and the grant will be competitive this year. Application is anticipated to be due June 30th. Mr. Howland made a motion to support the TAD Grant application, second by Supervisor Garrett. ADOPTED.

**Update on EBDM Initiative.** EBDM met on May 18th. Chair Nelson reviewed the four work groups' priorities with the committee. The EBDM workgroups will begin working on logic models. Phase V will be ending soon. Phase VI applications are due in July. Phase VI is the implementation phase and is scheduled to last up to 24 months.

**Discussion Regarding Law Enforcement Concerns.** None.

**Consideration of Future Areas for CJCC Focus/Action.**

- Discussion on Admission requirements for Drug Court
- Clerk of Courts Payment Plan (invite Judges for discussion)
- Clerk of Courts jury selection process (July agenda)

**Citizen Participation and Announcements.** Mr. Boutwell announced that Kate Flanagan will be the new Human Services Director starting May 31<sup>st</sup>.

**Future Meeting Date:** Thursday, June 16, 2016, 3:00 P.M., Courthouse Conference Center, 2<sup>nd</sup> Floor Courthouse East.

**Adjournment.** Mr. Rankin moved adjournment at 4:58 P.M., second by Mr. Perry. ADOPTED.

Respectfully submitted,

Tracey VanZandt  
HR Secretary

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**