

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Tuesday, January 19, 2021

TIME: 1:00 p.m.

PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Brent Vruwink, Bill Leichtnam and Shawn Becker (in-person); Mary Solheim and Brad Hamilton (via video conference)

OTHERS PRESENT: (for part or all of the meeting, in-person, telephone or video conference) Janelle Krueger, Shannon Lobner, Joe Zurfluh, Ed Newton and IT Help Desk

1. The meeting was called to order at 1:00 p.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the December 15, 2020 meeting. All voted aye, motion carried.**
5. Krueger advised the committee that she has been working with the Finance Department and Human Services on possible TAD Grant modifications and also the transition of the 2021 Drug Court Budget from Branch III.

Krueger updated the committee on current staffing and proposed consolidation of positions within her department. Discussion ensued on budget, tax levy, position hours and department efficiencies. **A motion was made by Clendenning and seconded by Hamilton to forward the request to consolidate positions within the Criminal Justice Coordinator Department to the Judicial and Legislative Committee. All voted aye, motion carried.**

Krueger informed the committee of the department plan to update and maintain past and future data collections that were not previously entered. Discussion took place on the need to develop contacts within departments so that needed data for reporting can be gathered. The Committee instructed Krueger to work with Sheriff Becker to develop departmental contacts and a data collection process.

Krueger provided an overview of her attendance at the Criminal Justice Taskforce and her meeting with Judge Potter. She will continue to participate in the taskforce meetings and will propose and develop changes, if needed.

6. The next committee meeting will be on **Tuesday, February 16, 2021 at 1:00 p.m.** Chairman Fischer advised the committee that the last scheduled meeting for the Criminal Justice Coordinator Adhoc Committee will be in February 2021, as the committee ends March 1, 2021, per previous direction from the Judicial and Legislative Committee.
7. Chairman Fischer adjourned the meeting at 1:38 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.