

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Monday, December 9, 2019
TIME: 12:45 p.m.
PLACE: Wood County Courthouse-Room 115
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Brent Vruwink and Kim McGrath

OTHERS PRESENT: (for part or all of the meeting): Brandon Vruwink, Rock Larson, and Shannon Lobner

1. The meeting was called to order at 12:45 p.m. by the committee chair, Supervisor Fischer.
2. A quorum was declared as all committee members were present at the meeting.
3. There were no public comments.
4. A motion was made by Vruwink and seconded by Fischer to approve the minutes from the 12/04/2019 meeting. All voted aye, motion carried.
5. Fischer, Clendenning, Vruwink, McGrath and Lobner attended Drug Court in Wood County Branch III from 1:00 – 2:15 to observe the court process.
6. A recess was taken at 2:17 and Supervisor Fischer reconvened the meeting at 2:19.
7. Discussion was held with Rock Larson, Veterans Services Director and Brandon Vruwink, Human Services Director, as to how the Criminal Justice Coordinator position would impact their individual departments; where they see the coordinator position in 5 years; what the vision of the coordinator position should be; and what role the department will play in the onboarding and implementation of the coordinator position.

Larson will gather information from other Veterans Services Offices and Courts pertaining to grants; level of participation from other Veterans Services Offices in Veterans Court; and how Veterans Outreach is being done in other counties and provide that data to McGrath in Human Resources for this committee.

8. Discussion was held on the next steps of the committee and future agenda items. The committee would like to invite Supervisor Pliml to the next meeting to share his experiences with the Wood County Drug Court process. Supervisor Fischer will contact Supervisor Pliml to attend the next meeting.

The committee also wants to schedule a tour in Dunn County to obtain more information on their courts and processes. McGrath will reach out to Dunn County to get a court schedule so that a tour can be scheduled in 01/2020.

9. Future agenda items include:
 - Scheduling an on-site visit in Dunn County for committee members to learn more about how the Justice Coordinator position was implemented
 - Meeting with Supervisor Pliml to discuss Wood County Drug Court
10. The next scheduled adhoc committee meeting will be held on **Tuesday, 12/17/2019**, immediately following the Wood County Board meeting and will convene in Room 115 of the Wood County Courthouse.
11. The Chair declared the meeting adjourned at 3:30 p.m.

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