

CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE

DATE: Monday, December 9, 2019
TIME: 12:45 p.m.
LOCATION: Courthouse
Room 115
400 Market St.
Wisc Rapids, WI

1. Call meeting to order
2. Declaration of quorum
3. Public comments
4. Approve minutes from previous meeting.
5. **1:00 pm**- Attend Drug Court (3rd floor)
6. Discussion with various internal departments related to the strategic vision of the position
 - (a) Veteran's Department
 - (b) Human Services
7. Discussion on next steps
8. Future agenda items
9. Set date for next meeting
10. Adjourn

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, December 4, 2019
TIME: 12:00 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, Cindy Joosten, Gregory Potter, Craig Lambert, Theodore Ashbeck, Randy Dorshorst and Shannon Lobner

1. The meeting was called to order at 12:00 p.m. by the committee chair, Supervisor Fischer.
2. A motion was made by Vruwink and seconded by Clendenning to approve the minutes from the 11/15/2019 meeting. All voted aye, motion carried.
3. A quorum was declared as all committee members were present at the meeting.
4. There were no public comments.
5. Discussion was held with the various departments in attendance, including Branch I, District Attorney, Clerk of Courts, Sheriff and Child Support, 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.

Following the discussions, the committee agreed that the coordinator position will need to have specific skills and an entrepreneurial mindset in order to be successful in the coordinator role, in addition to building relationships with departments and outside community resources that are available throughout the county and state.

6. Discussion was held on grant funding and the role that the coordinator position will have. Vruwink provided the committee members with statewide information on Treatment Alternatives and Diversion (TAD) Funded Programs. Based on research, grant monies are available but decisions will need to be made to establish who will write the grant and how the specific grant funds will be administered and claimed.
7. 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
 - Funding Plan

8. The next scheduled adhoc committee meeting will be held on **Monday, 12/09/2019 at 12:45 p.m.** The committee will meet on the third floor of the Wood County Courthouse and attend the 1:00 Drug Court hearings. After Drug Court, the committee will convene in Room 115 of the Wood County Courthouse at approximately 2:15 to gain additional insight from the Veterans Service Department and Human Services Department on how their departments can work with the coordinator position.

Supervisor Fischer and HR Director McGrath will work on drafting the agenda for the next meeting and provide that information to the County Clerk, in addition to extending invitations to the Veterans Service Director and Human Services Director for the next adhoc committee meeting.

9. The Chair declared the meeting adjourned at 2:00 p.m.

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