

DUNN COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL

Evidence-Based Decision Making (EBDM) Work Group

Minutes

September 7, 2016

1. **Call to Order**
2. **Call of the Roll**
 - a. Chair Judge Jim Peterson; Sheriff Dennis Smith; Menomonie Police Chief Eric Atkinson; DOC Community Corrections Area Supervisor Cherise Nielsen; Clerk of Court Clara Minor; Judge Rod Smeltzer; Deferred Prosecution Coordinator Deanna Arntson; Integrated Treatment Specialist Lindsey Field; Treatment Court Coordinator Jenae Brantner; and Criminal Justice Coordinator Sara Benedict.
3. **Approval of the Minutes of August 11, 2016**
 - a. Motion by Chief Atkinson and seconded by Sheriff Smith to approve the minutes of the August 11, 2016 meeting. Motion passed.
4. **Public Comment**
 - a. None.
5. **Staff Report**
 - a. Dunn County awarded TAD grant for 2017. Received the full amount requested. Working on press release.
 - b. CJCC meeting 9/8/16 at the Community Services building.
6. **Consolidation of Assessment Protocol Work Group and TAD Work Group into EBDM Work Group**
 - a. CJCC Executive Committee approved bringing the Assessment Protocol Work Group and the TAD Work Group back into the EBDM Work Group. The specific work of those work groups is wrapping up. The EBDM Work Group should continue to monitor the assessment protocol and TAD program moving forward.
7. **Assessment Protocol Status and Update**
 - a. Next meeting is scheduled for 9/15. Group is digging into the details of HIPAA and CFR 42 as well as information from other jails on how they screen.
 - b. Group recommended keeping the scheduled meeting on 9/15 to wrap up.
8. **TAD Grant Award and Project Update**
 - a. TAD program task list handout provided showing what tasks remain to complete, who is the lead, and due dates.
 - b. The EBDM and Data Work Group will need to work together to monitor and track the outcome measures for TAD.
9. **CCAP, Charging, and Bond Transparency Concerns**
 - a. Discussed the need for specific concrete examples in order to determine the problem and scope.
 - b. Clerk of Court Minor reviewed the clerk's process for the Pre-Charge Diversion program. All bonds are vacated (if brought in), the court record is held in a GL file, it does not appear on CCAP to view. The Clerk's office is notified by the

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Deferred Prosecution Coordinator of the completion of the Pre-Charge program or resumption of charges due to non-completion. If charged out, the bond along with other case details should be viewable on CCAP.

- c. Discussed long term project recommendation to streamline the criminal complaint process to charge on the same day then law enforcement would have access to bond information.
- d. Recommendation to request specifics from Chief Deputy Multhauf and put on the agenda in the future.

10. Review and Assess Progress on EBDM System Change Recommendations (date 8/24/15)

- a. EBDM Change Target Scorecard handout. Reviewed change targets and status. Action has occurred on most of the targets. Many of the targets will move forward dramatically with TAD funding of the assessor position including the use of COMPAS, Pre-trial Report, Past Treatment History Summary, and Criminogenic Needs Report to inform DA recommendations. Monitoring of some DA agreements is linked with TAD program as well. Discussion are underway for training for more timely and accurate police reports and criminal complaints. EBDM Awareness Training, law enforcement CIT, screening of jail inmates, and pre-trial bond monitoring are target areas that are progressing more slowly.
- b. Discussed taking action on faster police reports and criminal complaints after the November election. Discussed organizing a work task group. Good to have law enforcement with experience in reports and DA assistance. Discussed the change in culture needed and the efficiencies and EBDM will be realized. Recommendation to target project for mid-November.
- c. Bond monitoring discussed by building on TAD down the road. May need to push off for a while.
- d. Discussed system efficiencies with age of pending cases. Maybe a work group recommendation down the road to focus on case processing.
- e. Discussed using task groups to identify issues and look at what we are doing to address those issues.

11. Determine Next Steps

- a. Come up with task group/s to focus on specific change target priorities.

12. Next Meeting Date:

- a. Thursday, October 6, 2016 at 3:30 p.m.

13. Adjournment

Respectfully Submitted by:

Sara Benedict,
Criminal Justice Coordinator