

**BUFFALO COUNTY PUBLIC MEETING MINUTES**

**Community/Board:** Community Justice Services – Buffalo and Pepin Counties

**Date of Meeting:** Friday, March 8, 2019

**Electronic and Hard Copy Filing Date:** Wednesday, February 13, 2019

**Location:** CJS Department  
 Buffalo County Courthouse  
 Room 2400, 2<sup>nd</sup> Floor CJS Office  
 407 S. 2<sup>nd</sup> St.  
 Alma, WI 5461

Meeting called to order by Brenda Berning at 8:30 a.m.

**MEMBERS PRESENT:** Members present Tanisha Bautch, Brenda Berning, Tom Bilski, Judge Clark, Steve Hughes, John Kriesel, Mike Osmond, Roselle Schlosser and Adam Sticht.

**Minutes** – Mr. Osmon made motion to approve February 8, 2019, minutes as presented, second by Judge Clark. Motion carried

**Financial Report** – December, 2018 financial report still at the preliminary phase pending transactions from finance. Fourth quarter TAD has not arrive yet. Shared TAD G-2 Financial Report/Fund Request report with committee. January and February, 2019 financial reports were presented.

**Coordinator’s Report** – Ms. Berning presented the CJS Coordinator’s Report as follows:

**Violation Letters** – Discussion regarding procedure of how the CJS violation letters should be processed. CJS staff will file the violation report with clerk of courts and the district attorney’s office will schedule the hearing. District Attorney’s office need to allow 2 weeks for scheduling of said hearing as to ensure client receives notification.

**CJS Data** as of 3/7/19:

- Active = 40
- Soberlink = 4
- Drug Testing = 33
- IDIP = 3
- DPA = 19 (BC – 15 and PC – 5)
- Random Drug Screening = 6

	2017 (commence 7/31)	2018	2019	TOTALS
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Total Screened	77	117	17	220
Completed	11	40	8	59
Client did not want to participate/Terminated	5	17	3	25
Removed (per client request)	0	2	0	2
Not Approved (BW, charge, probation)	32	52	5	89
DPA	1 (new) BC-1 PC-0	17 (new) BC-12 PC-5	2 (new) BC-15 PC-5	20 BC – 15 PC - 5
Average # of Active Participants	15/month	36/month	37/month	
Average # of Participants on Soberlink	6/month	8/month	4/month	
Average # of Participants Drug Testing	11/month	25/month	30/month	
Average # of Participants on IDIP	2/month	2/month	3/month	

Provided committee copies of CJS data summary for 2017-2019 (see above for statistics).

**Violations Grid** – Need to review and modify current violation grid. CJS staff will provide sanction grids from other counties for the committee to compare and revise as needed.

**CJS Participant Data** – Will review CJS Participant Data with steering committee on a quarterly basis commencing April 12, 2019. Team members agreed, no names/files numbers shall be on data sheet. No further progress on CORE’s ability to pull reports from data entered into CORE system. Discussion regarding defining completion as successful/unsuccessful. Committee agreed if complete Deferred Prosecution Agreement would mean participant has successfully completed the CJS Program. Discussed how we need to continue to analyze as the program obtains more data to better define successful/unsuccessful.

**Signature Bond – Random Drug Testing** – Discussed procedures of random drug

testing as a condition of bond and the financial impact on CJS Program. Osmond, Rynders and Berning will work together to formulate the cost and bring to the next meeting to further discuss if participant needs to pre-pay prior to release from jail and what that would look like. Also discussed how to handle bond violations.

**Next Meeting: Friday, April 12, 2019, 8:30 a.m. – 10:30 a.m., Alma CJS Office (second Friday of every month).**

**Submitted by Brenda Berning, CJS Coordinator**

*Brenda Berning*