

## BUFFALO COUNTY PUBLIC MEETING MINUTES

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

**Date of Meeting:** Friday, June 14, 2019

**Electronic and Hard Copy Filing Date:**

**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 8:35 a.m.

**MEMBERS PRESENT:** Members present Brenda Berning, Tanisha Bautch, Craig Brooks, Judge Clark, John Kriesel, and Dave Rynders.

**Minutes** – Mr. Kriesel made motion to approve May 10, 2019, minutes as presented, second by Judge Clark. Motion carried

**Financial Report** – December 2018 final – unaudited and May 2019 financial report presented and reviewed. Mr. Brooks suggested we split line 26 to reflect offices supplies on one line and client rewards on another line. Ms. Berning will follow-up with said request. Discussion regarding revenues being low with soberlink. Ms. Berning contacted Assistant District Attorney Adam Sticht to find out if they are referring clients to IDIP and learned he was not due to the seasoned defense attorney's prior knowledge of said program. Judge Clark suggested adding the topic to the next CJCC agenda for further discussion. Further ideas to raise money were discussed such as donations from public, finding other grants, etc. Mr. Rynders will reach out to Chippewa Falls director to learn how he established a non-profit foundation and bring back to the next CJS meeting.

**2018 Buffalo County Budgeted Line item:** Ms. Sonya Hansen sent a letter to Pepin County Finance Director informing the organization Buffalo County contributed \$5,000 to CJS in 2018 via journal entry between accounts rather than issuing a check. In 2019, a check for \$5,000 will be issued in the month of June.

**2020 CJS Budget:** Reviewed and discussed budget as presented. Ms. Berning stated she, Mr. Squires moved forward utilizing 2096 hours (leap year) as this program is supported by grant and does not utilize tax levy, and we need to make sure all costs are as accurate as possible. The budget includes 2% COLA (potential increase), 4% Health Insurance (potential increase), and 6.75% retirement. Judge Clark motioned to have Ms. Berning increase budget by an amount deemed appropriate and supported by CJCC, second by Mr. Brooks to have CJCC approve amended budget.

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

**TAD** – Ms. Berning received an email from Renee’ Lushaj, TAD Program Manager indicating some TAD funding will not be spent by the end of the funding year and they would like to re-allocate said funds. No more than five sites will be identified and could use an additional \$10,000 - \$15,000 to support gaps in their program. Ms. Berning responded stating CJS would like to lease a vehicle for the program and would need \$15,000+. We later learned we were not selected to receive the additional funding.

**Soberlink Equipment** – Ms. Berning informed the committee a participant whom lives in Minneapolis, Minnesota was placed on alcohol monitor and refuses to cooperate and return equipment. Ms. Kriesel suggested we reach out to County Administrator to see if covered by general liability policy. Ms. Berning will follow-up with said request.

**CJS Data** as of 6/13/19:

- Active = 39
- Soberlink = 7
- Drug Testing = 29
- IDIP = 3
- DPA = 17 (BC – 12 and PC – 5)
- Random Drug Screening = 5 (2 – Active 3-Inactive (in-custody))

	2017 (commence 7/31)	2018	2019	TOTALS
Total Screened	77	117	50	244
Completed	11	40	15	67
Client did not want to participate/Terminated	5	17	8	30
Removed (per client request)	0	2	1	3
Not Approved (BW, charge, probation, participant declined)	32	52	21	105
DPA	1 (new) BC-1 PC-0	17 (new) BC-12 PC-5	6 (new) BC-16 PC-5	20 BC – 14 PC - 6
Average # of Active Participants	15/month	36/month	40.4/month	

Average # of Participants on Soberlink	6/month	8/month	5/month	
Average # of Participants Drug Testing	11/month	25/month	33.6/month	
Average # of Participants on IDIP	2/month	2/month	2.8/month	

**CJS Participant Data Graph** – Mr. Rynders discussed the data graph presented at the April, 2019 meeting. In summary, the graph showed participants used less substances over time. A reflection the CJS Program is having a positive impact and decreasing drug use with those whom participate on said program. Mr. Rynders agreed to graph data on *all* clients’ not just active clients. Ms. Bautch will work to pull said data together to provide to Mr. Rynders.

**Transportation** –Mr. Rynder’s has reviewed the 2019 Aging and Disability Resource Center of Pepin & Buffalo Counties Transportation Program. This program is for 60+ individuals and the rate of reimbursement starting May 1, 2019 will fall under poverty level guidelines in a 3-tier structure. See below for grid.

Ms. Berning received information from Ms. Winter, Pepin County Human Services Director, rates for rides when individual does not meet the eligibility requirements of transportation program is \$1.11/mile. This amount includes mileage, scheduling, drivers, etc. Mr. Rynders is going to ask the transportation committee to reconsider the dollar amount.

Ms. Berning met with Ms. Hansen, Buffalo County Administrative Coordinator and learned volunteer drives can use county vehicles as long as they obtain permission. They will be covered by county insurance. If the volunteer driver uses his/her, own vehicle the driver would need to check with his/her insurance to see if additional insurance is needed or work through RSVP (Retired and Senior Volunteer Program) a program of Western Dairyland.

Further discussion occurred regarding other organizations that may provide transportation services such as Western Dairyland, and/or Center for Independent Living.

**CJS TAD Disqualifiers** – Ms. Berning asked for a motion to approve TAD Disqualifiers as follows:

- Violent offenses (not allowed per TAD grant);
- Sex offenses;

- Individuals charged primarily with dealing drugs;
- Individual currently on probation;
- Anyone with existing in-state or extraditable warrants or non-deferred pending charges that are not resolved at the time TAD begins;
- Previous TAD termination from program due to non-compliance or new charges. (Will consider individual who were referred but terminated for absconding prior to beginning the program.) on a case-by-case basis.

Mr. Kriesel made motion to approve TAD Disqualifiers as presented, second by Mr. Brooks. Motion carried

**CJS Clients residing in Minnesota – obtain medical card for THC – how CJS**

**Handles participant.** Mr. Brooks made motion to approve CJS participant has medical card to use THC will be allowed into the CJS Program and allowed to use said prescription as long as the prescription is up-to-date, second by Mr. Rynders. Motion carried.

**Violation & Sanctions Grid (updates)** – The committee members asked Ms. Berning to email the *proposed* Violation/Sanction grid to CJS Steering Committee members for approval and present to CJCC committee members. Ms. Berning is going to arrange a time to work with Mr. Osmond on said project.

**Next Meeting: Friday, August 9, 2019, 8:30 a.m. – 10:00 a.m., Alma CJS Office (second Friday of every month).**

**Public Comments Not Regarding Agenda Items:** None.

Meeting was adjourned at 10:20 a.m.

**Respectfully submitted,**

*Brenda Berning*

**Brenda Berning,  
CJS Coordinator**

**2019 Aging and Disability Resource Center of  
Pepin & Buffalo Counties Transportation Program**  
Private Pay - Volunteer Driver Program

**Previous Rate has been : \$0.55/mi billed to All Private Pay Passengers  
Proposed Rates Starting May 1, 2019**

<b>2019 Poverty Level Guidelines</b>	<b>3-Tier Structure</b>
100% or below	\$10 flat fee per ride
Between 100% - 200 %	\$0.35 / mi
200% and above	\$0.53 /mi
Local Transportation	\$10 (less than 10 miles RT)
Shared Ride Charge	\$3.00 each leg of trip
NO SHOW or NO CXL Fee (2 hr)	\$30.00 + driver mileage
Cap on Unloaded Miles	Over 25 miles unloaded miles would be absorbed by program

**Further Recommendations:**

1. Offer newly proposed rates via an application process to both current & new customers
2. Quarterly Expenditure & Budget Monitoring
3. Annual Rate Assessment Procedure
4. County vehicular use: Calculate a new stipend rate (BC= \$0.22/mi )

**3/20 Update:**

**2019 Mileage Stipend for VOL Drivers  
using a county vehicle will be  
\$0.27/mile**