

Members present: Debra O'Rourke, Jeffrey Bindl, Vicki Meister, Steve Pate

Members absent: Dr. Amy DeLong, Judge Jim Evenson

Others Present: Yvonne Neumann

The meeting was called to order and certification of Open Meeting compliance was given at 7:00 A.M. **Motion by Bindl, second by Meister to adopt agenda. Motion carried.**

Motion by Meister, second by Bindl, to approve the minutes of the prior meeting. Motion carried.

Public Comment: None.

Communications: None.

Update:

D. O'Rourke reports discussions with CCAP indicate the roll out of new calendar "suite" that will house a text reminder call system. Sauk will be one of the pilot counties for this new process. This new "suite" is reported to be rolled out within the next few weeks to one month. The "suite" will allow the clerk to set dates and times of reminder text messages in addition to being able to create custom text message reminders. The clerk also has the ability to use mass party update to update the phone number for all of the defendant's cases.

Y. Neumann reports that the District Attorney's office and Clerk's Office staff have been working together to look at the programs they use and what data transfers between these systems. Neumann notes that if the phone number is entered into protect, it will transfer through to CCAP/Clerks Office. These two offices have discussed a process moving forward to have the Clerk check for the phone number and if it isn't present to contact the DA's office to obtain this number and input the data. Y. Neumann reports that some of the reasons those numbers might not be in Protect is because they do not transfer over from e-referrals or e-citations and may be located inside of the officers report or in some other documentation sent by law enforcement.

V. Meister discusses the bond form that was previously discussed as being modified. Meister states there is a State form and then "our" form which indicates that it is already somewhat modified to meet Sauk's needs.

J. Krueger reports a cost based on agency reports; however, also reports that more data is needed in relation to the cost of officer's locating/arresting/transporting this population. The limits of our estimated cost are substantial and therefore we will report what our very basic costs are in addition to what research shows is an average for these cases.

J. Bindl reports gathering data from Human Services related to Chapter 48 placements, reporting that from September 2013 to December 2014 34.2% of those placements involved parent incarceration. Providing data that incarceration of parents for reasons like a warrant lead to unintended costs to agencies like Human Services in addition to the criminal justice system.

Prior to next meeting:

D. O'Rourke will keep subcommittee update on progress with CCAP and roll out of "suite" application.

J. Krueger will create a draft letter that will be sent to Law Enforcement explaining what this subcommittee hopes to accomplish and how they can support our efforts. D. O'Rourke will finalize the draft letter which will then be sent out. J. Krueger will also discuss this topic at the Sheriff's Department in-service and at the April meeting of the Chief's Association.

Next Meeting Updates:

1. D. O'Rourke will provide documented analysis of her research for the subcommittee to review.
2. Each subcommittee member will bring a list of data collection measures they feel are important to the evaluation of this program.
3. Each subcommittee member will begin to think about this program's vision and mission statement.
4. S. Pate will continue discussions with Tritech regarding modifications that would allow phone numbers to be transmitted from TraCS to Protect.
5. V. Meister will further inquire on modification to bond form to include phone number.

Agenda items:

1. Member updates
2. Vision and Mission Statement of Program

Date and Time: March 11, 2015 7:00 A.M.

Agenda items:

Motion was approved to adjourn the meeting by Bindl, second by Meister.

Respectfully submitted;

Janelle K. Krueger
Criminal Justice Coordinator