

SAUK COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL

2017 ANNUAL STRATEGIC PLANNING SESSION



THURSDAY MAY 19, 2016

3:30 P.M. - 6:00 P.M.

ROOM 213

WEST SQUARE BUILDING

BARABOO, WI 53913

TABLE OF CONTENTS

1.	COUNCIL MEMBERSHIP	3
2.	STRATEGIC PLANNING SESSION OVERVIEW	4
3.	COUNCIL MISSION AND VISION	5
4.	COMMITTEE CHARGES	6-7
5.	GOALS AND ACCOMPLISHMENTS OF 2015 & 2016	8-12
6.	CJCC STATUS REPORT	13-15
7.	DEPARTMENT FLOW-CHART	16
8.	CJCC STRATEGIC ISSUES 2016-2018	17
9.	EVALUATION METHOD: USING PERFORMANCE MEASURES	17-21
10.	REVIEW CJCC OPERATIONAL PROCEDURES - BYLAWS	22-25
11.	DIRECTION FOR 2017	26

CRIMINAL JUSTICE COORDINATING COUNCIL MEMBERS

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TBD	Ho-Chunk Representative	
TBD	Citizen-At-Large	

ACKNOWLEDGEMENTS

The Criminal Justice Coordinating Council would like to thank those who no longer serve on the council for their support. A special thanks goes to: **Judge James Evenson, Kathy Schauf, Scott Alexander, Deb O'Rourke, and Bill Orth.**

The Criminal Justice Coordinating Council would also like to extend a large thank you to the workgroup members who are not represented on the council:

Steve Pate	Raymond Laatsch	Sharon Boesl
Vicki Meister	Nicole Schlough	Eric Miller
Yvonne Neumann	Amanda Hanson	Tim Stieve
Carrie Wastlick	Chris Witek	

STRATEGIC PLANNING OVERVIEW

Strategic Planning:

Strategic planning is a process by which an organization determines where it is going over the next year and equally important; how they are going to get there.

Strategic planning is used to ensure success by achieving the vision and goals of the organization.

Strategic planning provides a platform for members of an organization to work together on an equal playing field to achieve their goals. One important factor is to ensure that all members are working on the “same page” to achieve a common goal.



VISION AND MISSION STATEMENTS OF THE SAUK COUNTY CJCCVISION

The Sauk County Criminal Justice Coordinating council seeks to ensure a criminal justice system that is fair and just; that supports a safe and healthy community; that offers accessible opportunities for positive choices and growth; and that makes evidence based, data-driven decisions.

MISSION

The Sauk County Criminal Justice Coordinating Council will use data-driven, evidence based practices to inform decision making and will examine and respond to the root causes of crime, in an effort to reduce crime, create a safer community, and provide effective treatment for individuals and families involved in the Sauk County Criminal Justice System. The CJCC will improve communication between participating agencies and use a collaborative approach to respond to criminal conduct and to provide coordinated care.

VISION STATEMENT: IS THE ASPIRATION OF WHAT AN ORGANIZATION PLANS TO BECOME IN THE FUTURE. IT IS INTENDED TO SERVE AS A GUIDE TO DECISION MAKING AND GOAL SETTING.

MISSION STATEMENT: IS A STATEMENT OF PURPOSE OR THE REASON WHY THE ORGANIZATION EXISTS. THIS IS NOT AN OBJECTIVE WITH A TIMELINE, BUT RATHER THE OVERALL GOAL THAT IS ACCOMPLISHED OVER THE YEARS AS OBJECTIVES ARE ACHIEVED.

STANDING COMMITTEE CHARGES

ADULT JUSTICE SYSTEMS

The Adult Justice Systems Committee is tasked with:

- Providing program analysis and recommendations to the CJCC
- Conducting research using a variety of data sources to answer practical timely questions about crime and the criminal justice system in Sauk County.
- Examining current processes and programs and providing recommendations to facilitate modifications to current programs and the creation of new and innovative programs.
- Initiate communication and education among the agencies and departments involved in the adult justice systems in Sauk County and local business leaders.

Members: Committee Chair – Chief Jerry Strunz

Jay Englund, Ellen Allen, Marty Krueger, Kevin Calkins, Cindy Bodendein, Judge Reynolds, Leonie Dolch, and Lewis Lange.

DRUG COURT STEERING SUBCOMMITTEE

The Drug Court Steering Subcommittee is tasked with:

- Providing program analysis and recommendations to the CJCC
- Examining current processes of the Adult Drug Court and providing recommendations to facilitate modifications where needed.
- Initiate communications that educate and facilitate fulfillment of program needs within the community and among local business leaders.

Members: Subcommittee Chair – Judge Michael Screnock

Kevin Calkins, Kathy Laatsch, Dan Brattset or Sharon Boesl, Lewis Lange, Amanda Hanson, Rob Csencsics, Chief Jerry Strunz or Chief Mark Schauf, Leonie Dolch, and Annette Kuhlmann.

JUVENILE JUSTICE SYSTEMS

The Juvenile Justice Systems Committee is tasked with:

- Initiating communication and education among the agencies and departments involved in serving children and youth in Sauk County.
- Examining current processes and programs and providing recommendation to facilitate modifications to current programs and the creation of new and innovative programs.

Members: Committee Chair – Jeff Bindl

Mike Albrecht, Jim Daniels, Karen DeSanto, Ruth Browning, and Connie Lehman.

SYSTEM MAPPING

The System Mapping Committee is tasked with:

- Evaluating existing agencies, programs and practices within the criminal justice system of Sauk County.
- Providing system and programmatic analysis and recommendations to the CJCC
- Recommending implementation of criminal justice policies and practices that are evidence-based to make efficient use of resources
- Creating and keeping an updated process map showing the systems in place within Sauk County.

Members: Committee Chair – Annette Kuhlmann

Kevin Calkins, Dan Brattset, Cindy Bodendein, Bill Wenzel, Jerry Strunz, Jeff Bind, and Ray Laatsch.

DATA COLLECTION

The Data Collection Committee is tasked with:

- Developing processes for data collection, evaluation, and modifications for all newly created programs within the CJCC.
- Examine criminal justice systems and agencies to evaluate partnerships and best practices in data collection systems and policies.

Members: Committee Chair – Kathy Laatsch

Yvonne Neumann, Carrie Wastlick, Steve Pate, Marty Krueger, and Ellen Allen.

2016 GOALS & ACCOMPLISHMENTS

Implement the developed Sauk County Adult Drug Court.	1. Using framework developed in 2015, along with the approved financial support; implement the Sauk County Adult Drug Court.	1/1/2016
Implement a countywide Community Service Program.	1. Work collaboratively with the Sauk County Sheriff's Department to expand and/or model a countywide community service program after the inmate work program.	12/31/16
Evaluate, research, and develop juvenile justice initiatives.	1. Evaluate the need for and outline programming for a Teen Court or other alternative sentencing program in Sauk County. 2. Create a financial budget as well as a financial plan to support the implementation of programming, policy, and/or initiatives.	12/31/16
Evaluate, research, and develop re-entry initiatives.	1. Research and determine target population along with available resources in Sauk County. 2. Select a program model and determine how services will be delivered, along with a policy/procedure and operating manual. 3. Create a financial budget as well as a financial plan to support the implementation of programming.	12/31/16
Evaluate, research, and develop implementation plans for SUD (Substance Use Disorder) prevention initiatives.	1. Evaluate the need and outline programming, policy implementation, and/or initiatives that address prevention. 2. Create a financial budget as well as a financial plan to support the implementation of prevention work.	12/31/16
Research and develop initiatives to reduce pre-trial (low-risk) offender incarceration rates.	1. Evaluate implementation of COMPAS pre-trial risk assessments for bond and pre-trial monitoring decisions. 2. Evaluate the need for, establish and implement a pre-trial monitoring initiative and/or policy for Sauk County.	12/31/16
Research and develop the framework for a Hybrid Court Program.	1. Develop the framework to transition the Sauk County Adult Drug Court to a Hybrid OWI/Drug Court model. 2. Create a financial budget as well as a financial plan to support the implementation of programming.	12/31/16
Work with CCAP to evaluate their ability to expand the CANS system capabilities.	1. Evaluate the ability and develop an expansion plan for law enforcement officer notification. 2. Evaluate the ability and develop an expansion plan for defense council notification.	12/31/16

ACCOMPLISHMENTS

- Sauk County Adult Drug Court
- Partnership with St. Clare Center – MOU
- Coordinated presentation to the Chief's Association on the Hawaiian Proxy
- Discuss and begin implementation of Hawaiian Proxy pilot in Sauk Prairie
- Hire 1.00 FTE Drug Court Case Coordinator
- Attend WATCP with five CJCC members
- Stairway to Heroin Event
- Guest Lecture Criminal Justice class at UW Baraboo/Sauk County
- Guest Speaker on heroin during session 5 of Sauk County Institute of Leadership
- Board approved bylaws for the Criminal Justice Coordinating Council
- CJCC and Drug Court hosted on Magnum Broadcasting
-

2015 GOALS & ACCOMPLISHMENTS

Hold a 2016 Annual Planning Meeting	1. Establish date, time allotment, and location.	3/12/15
Implement a Working Criminal Justice System Map	2. See System Map/Process Map	12/31/15
Process Map/System Map	1. Establish tier one and tier two organizations. 2. Establish decision making points of tier one organizations. 3. Create process map of tier one agencies showing key decision points. 4. Establish decision making points for tier two organizations. 5. Input tier two decision making points into the process map.	12/31/15
Implement a Court Reminder Program	1. See Court Reminder	12/31/15
Court Reminder Program	1. Implement functioning court appearance notification system. 2. Evaluate expansion into other departments.	12/31/15
Research feasibility of program areas	1. Diversion Programs 2. Re-Entry Programs 3. Alternative Sentencing Court Program	12/31/15
Implementation of one program.	1. Data collection subcommittee to recommend programming to CJCC for approval.	12/31/15

Develop a data collection process for CJCC and its programs.	<ol style="list-style-type: none"> 1. Analyze current systems in place, respective to each department including; what data is collected, what is missing, ability to interface, and cost of services. 2. Analyze the systems used in Eau Claire, La Crosse, Portage, and Monroe counties to evaluate data that is necessary and how it is obtained, stored, and accessed later. 3. Analyze diverse options for information generated from data locations including; reports, documents, forms, literature, statistics, etc... 	12/31/15
Diversion Programs	<ol style="list-style-type: none"> 1. Research and determine target population. 2. Research available resources within County. 3. Research and select program model. 4. Determine approach/how services to be delivered. 5. Create a budget necessary to run program model selected. 6. Develop policy and procedure manual; if needed. 7. Develop personnel manual; if needed. 8. Conduct a staff analysis and implement staffing pattern; if needed. 9. Develop curriculum for program or outline if contracted service. 	12/31/15
Court Programs (Drug, OWI, or Hybrid)	<ol style="list-style-type: none"> 1. Research and determine target population. 2. Research available resources within County. 3. Research and select program model. 4. Determine approach/how services to be delivered. 5. Create a budget necessary to run program model selected. 6. Develop policy and procedure manual; if needed. 7. Develop personnel manual; if needed. 8. Conduct a staff analysis and implement staffing pattern; if needed. 9. Develop curriculum for program or outline if contracted service. 	12/31/15
Re-Entry Programs	<ol style="list-style-type: none"> 1. Research and determine target population. 2. Research available resources within County. 3. Research and select program model. 4. Determine approach/how services to be delivered. 5. Create a budget necessary to run program model selected. 6. Develop policy and procedure manual; if needed. 7. Develop personnel manual; if needed. 8. Conduct a staff analysis and implement staffing pattern; if needed. 9. Develop curriculum for program or outline if contracted service. 	12/31/15

Hold a minimum of ten CJCC meetings with 85% attendance.	<ol style="list-style-type: none"> 1. Ensure schedules are closely monitored. 2. Provide adequate learning and professional growth opportunity to ensure continued support and participation of committee members. 	12/31/15
Hold a minimum of six subcommittee meetings per subcommittee with 85% attendance.	<ol style="list-style-type: none"> 1. Ensure schedules are closely monitored. 2. Provide adequate learning and professional growth opportunity to ensure continued support and participation of committee members. 	12/31/15
Collaborate with public organizations in areas of incentives and program initiatives.	<ol style="list-style-type: none"> 1. Evaluate program needs; partner with organizations that can assist with creating resources to meet the needs of each program. 2. Establish a minimum of two business partnerships for program needs. 	12/31/15
Partner with local businesses using WOTC (Work Opportunity Tax Credit) to create jobs for program participants.	<ol style="list-style-type: none"> 1. Educate and discuss WOTC benefits along with program initiatives with local businesses around Sauk County. 2. Partner with a minimum of two local businesses to use WOTC and create job(s) for program participants. 	12/31/15
Collaborate and partner with local organizations to create more community service options for program participants.	<ol style="list-style-type: none"> 1. Evaluate current options for community service within existing organizations. 2. Improve and expand existing options or create new community service programming if none exists. 	12/31/15
Increase public awareness and support of the work being done by the CJCC.	<ol style="list-style-type: none"> 1. Radio 2. Newspaper 3. County Events 4. Brochures and Mailings 5. Service Organizations (Kiwanis/Rotary/Lions etc...) 	12/31/15

ACCOMPLISHMENTS

- Released RFP for the council's first program outline; an OAR/OWL Diversion Program.
- Probation and Parole change in policy when dealing with OAR clients to divert from jail holds.
- DA change in policy for OAR program participants who are successful to divert criminal charges, court costs, and fines.
- Open and candid discussions with all agencies on policy change; including looking at innovative ways to reduce jail population.
- Sheriff inquiring about the implementing NARCAN after discussion on perception and benefit.
- Invited to sit as a member of the Child Death Review Unit.
- Spoke at the Sauk County Institute of Leadership as part of a panel of CJCC members.
- Spoke at the Baraboo Public Library's Civic Engagement on Heroin.

- Invited to sit on the Nurse Family Partnerships Advisory Board.
- Created and implemented two additional subcommittees.
- Case Management subcommittee initiates a relationship between the CJCC and Wisconsin's CCAP program allowing Sauk County to be pilot site for new CANS text system.
- Magnum broadcasting interview on CJCC.
- AODA programming for Women implemented in the Sauk County Jail as a result of inmate interview's which indicated a lack of programming.
- Through application the CJCC had \$11,500.00 allocated for training and the implementation of the OAR program from the Ho-Chunk Interstate Compact funds.
- Opportunity to take part in LE in-service; provided introduction to CJCC including the active projects.
- A team of eleven professionals from the CJCC to attend the Wisconsin Association of Treatment Court Professional's Drug Court 101 training, with four attended the entire three day conference.
- Attended National Rural Institute of Alcohol and Drug Abuse: Advancing Rural Drug Courts
- Initiate Community Connections Collaborative Partnership
- Collaborate and Partner with Options Laboratory for Sauk County Adult Drug Court Program
- Effectively Implement 2016 Independent Budget
- Sauk County Institute of Leadership
- Initiate collaboration resulting in award of MAT grant funds totaling 3 million dollars.
- Presentation to Wisconsin Dells Rotary

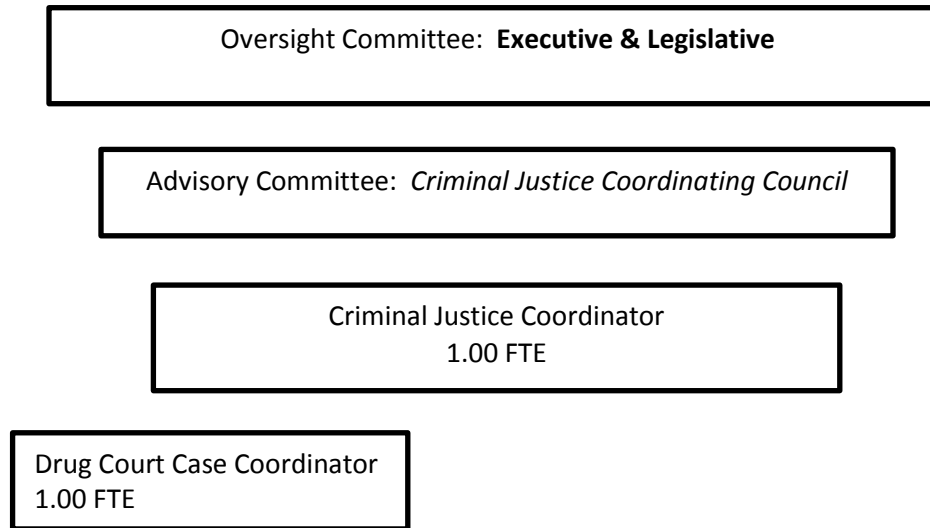
CRIMINAL JUSTICE COORDINATING COUNCIL STATUS REPORT

<u>Standing Committee</u> <u>5/1/16</u>	<u>Charge</u>	<u>Action</u>	Finished	In Progress	Ongoing
Adult Justice Systems <ul style="list-style-type: none"> Adult Drug Court 	<ul style="list-style-type: none"> Provide program analysis and recommendations to the CJCC Conduct research using a variety of data sources to answer practical timely questions about crime and the criminal justice system in Sauk County. Examine current processes and programs and provide recommendations to facilitate modifications of current programs and creation of new and innovative programs. Initiate communication and education among agencies and departments involved with adults in the criminal justice system in Sauk County and local business leaders. 	5/19/16 Appointment Completed 4/19/16 Bylaws Adopted by County Board			X
Juvenile Justice Systems	<ul style="list-style-type: none"> Initiate communication and education among the agencies and departments involved in serving children and youth in Sauk County. Examine current processes and programs and provide recommendations to facilitate modification to current programs and creation of new and innovative programs. 	6/8/16 – First Committee Meeting 5/19/16 Appointments Completed 4/19/16 Bylaws Adopted by County Board			X
System Mapping	<ul style="list-style-type: none"> Evaluate existing agencies, programs and practices within the criminal justice system. Provide system and program analysis and recommendations to the CJCC Recommend implementing criminal justice policies and practices that are evidence-based to make efficient use 	5/19/16 Appointments Completed 4/19/16 Bylaws Adopted by County Board			X

	<ul style="list-style-type: none"> of resources. • Create and keep an updated process map showing the systems in place within Sauk County. 				
Data Collection	<ul style="list-style-type: none"> • Develop processes for data collection, evaluation and modification for all newly created programs within the CJCC. • Examine criminal justice systems and agencies to evaluate partnerships and best practices in data collection systems and policies. 	5/19/16 Appointments Completed 4/19/16 Bylaws Adopted by County Board			X
<i>System Mapping</i>	The system mapping subcommittee will evaluate the entire Sauk County criminal justice system; mapping out decision making points and processes in each respective agency. The system mapping subcommittee is charged with creating a detailed process map of an offender's route through the criminal justice system.	Subcommittee created in 2014 and a chair is assigned. 1/1/15 – Subcommittee has evaluated all tier one systems for mission, vision, programming, decision making, and SWOT. All tier one agencies have also provided a basic map of decision points that are entered into a Visio Process Map that will act as the CJCC's system map. 4/19/16 Transition to standing committee through bylaws.	X	X	X
<i>Court Management</i>	The court management subcommittee will evaluate the court notification system paying special attention to draining resources due in part to failure to appear cases. The court management subcommittee is tasked with researching effective solutions and providing change options to the CJCC.	Subcommittee created in 2014 and chair is assigned. 1/1/15 – Subcommittee continues to evaluate the resource drain caused by FTA warrants/cases. Currently evaluating the feasibility of implementing an automated reminder call system that would statistically reduce missed court appearances thus reduce the warrants that result from these cases. OffenderLink presented a webinar that included their program options/fee for use. 1/5/15 Subcommittee learns that CCAP is working on implementing some features to their new calendar system that may provide an option to implement a version of the proposed program for free. Evaluation continues. 4/19/16 Transition to standing committee through bylaws.	X	X	X

<i>Data Collection/Data Systems</i>	The data collection subcommittee is tasked with collecting and disseminating justice system data which is used to drive the CJCC's decision making process's connected to program initiative, creation, and management.	Subcommittee created in 2014 and chair is assigned. 1/1/15 – Subcommittee transitioned away from building a data collection host program after learning about the CORE program being rolled out by the TAD program later in 2015; this will be available for use to non-TAD program sites like Sauk. Subcommittee decides to begin researching options within the three program area's the CJCC decided to focus their attention on. The first research option was decided during discussion on a common case that is currently seen in court. The OAR Diversion program concept came out of those discussions. 1/22/15 – Subcommittee presented a program outline to the CJCC for an OAR Diversion Program. The council had specific alterations, inclusions, and subtractions they wanted to see; the program is currently in the drawing board phase to be presented again in February with changes. 4/19/16 Transition to standing committee through bylaws.	X	X	X
<i>Treatment Court</i>	The treatment court subcommittee is tasked with research and development of a treatment court program outline specific for Sauk County and proposing such programming to the Criminal Justice Coordinating Council.	Subcommittee started as a pre-determined group of people required to participate in the "Adult Drug Court Planning Initiative" awarded to the CJCC by the National Drug Court Institute and Bureau of Justice Assistance. This is a six month training initiative to support the group in developing their treatment court program using research and evidence based practices. Anticipated that this group will be formally turned into a subcommittee on 3/12/15. 4/19/16 Transition to standing committee through bylaws.	X	X	X
<i>Jail Use</i>	The jail use subcommittee is tasked with data collection that supports the application of the Safety and Justice Challenge grant opportunity through the MacArthur Foundation.	Subcommittee created on 2/18/2015 in response to a grant opportunity that requires a large amount of data collection in a short time. This grant is due on 3/31/2015. Grant was not awarded to Sauk County.	X	X	X

DEPARTMENT FLOW-CHART



2016-2018 STRATEGIC ISSUES FOR CJCC

1. Analyze / identify the most effective means of approaching future criminal justice issues; specifically alcohol and drug related crimes (Specialty courts, and human services programming for the clients of the court system).
2. Research combined approach for developing programs to reduce recidivism and find alternatives to incarceration that are cost effective and change behavior using culturally appropriate resources.

EVALUATION METHOD: USING PERFORMANCE MEASURES

CJCC

Output Measures – How much are we doing?	2015 Estimate	2016 Budget
Number of Council Meetings	10	10
Attendance at Each Meeting	80%	80%
Annual Strategic Planning Session	1	1
Public Awareness Occurrences	8	10
Key Outcome Indicators – How well are we doing?	2015 Estimate	2016 Budget
Quarterly Survey Results = Strongly Agree or Agree	80%	80%
Annual Planning Session Survey = Strongly Agree or Agree	80%	80%

PERFORMANCE MEASURES – DATA COLLECTION FOR OAR/OWL PROGRAM

Measure	How do you define it?	Why are you collecting it? What will it show?	Where are you going to get data from?	When and how is it going to be collected?	Who will collect and analyze data?	How will it be presented?
Decrease number of OAR Citations Issued	Outcome Measure: Total Number of OAR Citations	Assess impact on OAR Citations issued in field.	Numbers reported via Sheriff's Department and Each Local LE Agency.	January of Each New Year; Request data from SD and LLE.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Decreased Number of OAR Court Cases	Outcome Measure: Total Number of OAR Court Cases Processed	Assess impact on OAR Court cases processing through the system.	Numbers reported via District Attorney's Office	January of Each New Year; Request data from DA.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Decreased Number of OWVDL 2 nd & 3 rd Citations Issued	Outcome Measure: Total Number of OWVDL 2 nd & 3 rd Citations	Assess impact of OWVDL citations issued in field.	Numbers reported via Sheriff's Department and Each Local LE Agency.	January of Each New Year; Request data from SD and LLE.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Number of Participants Referred	Process Measure: Total Number of Referrals from LE	Assess process and public buy in.	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Percentage/Total Number Comparison
Number of Admissions	Outcome Measure: Total Admissions	Overall Outcome Measure	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	
Decreased Number of Jail Bed Days	Outcome Measure: Total Number of Jail Bed Days Saved	Assess cost savings to jail.	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Number of Unsuccessful Discharges	Process Measure: Total Number of Unsuccessful Discharges	Assess program barriers; changes needed to serve participants.	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Number/Percentage/Reason Comparison between
Average Length of Service	Process Measure: Average Length of Program Stay	Length of time successful participants spends in program.	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Average Length of Stay
Satisfaction of Participants	Outcome Measure: Satisfaction of Participants	Assess satisfaction of participants at end of program.	Satisfaction survey administered to successful participants at the end of their program by vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Bar Graph/Percentage Based on Survey Questions
Recidivism Rates	1. Outcome Measure: Recidivism Rate of Successful Participants 2. Outcome Measure: Recidivism Rate Unsuccessfully Discharged Participants	1. Using CCAP determine re-offense at 6months, 1YR, and 2YR 2. Using CCAP determine re-offense at 6months, 1YR, and 2YR	Excel spreadsheet tracked by Vendor.	January of Each New Year; Data provided to CJC by Vendor.	CJC	Percentage Rate at Three Intervals Listed

PERFORMANCE MEASURES – DATA COLLECTION FOR CANS PROGRAM

Measure	How do you define it?	Why are you collecting it? What will it show?	Where are you going to get data from?	When and how is it going to be collected?	Who will collect and analyze data?	How will it be presented?
Decrease number of Bench Warrants Issued	Outcome Measure: Total Number of Bench Warrants Issued	Assess impact of program on FTA & subsequent warrants.	Numbers reported via Clerk of Courts and/or District Attorney's Office.	January of Each New Year; Request data from Clerk and/or DA.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Number of telephone numbers collected.	Outcome Measure: Total number of contact numbers collected.	Assess public buy in.	Numbers reported via Clerk of Courts Office.	Request Data from Clerk of Courts Quarterly; Totals computed January of Each New Year.	CJC	Percentage/Bar Graph Compare Current to Previous Year.
Number of refusals to provide telephone number.	Outcome Measure: 1. Total refusals to provide information to LE at initial contact. 2. Reason for refusal to provide data.	1. Assess the need for more public education. 2. Categorize reason for refusal to assess improvements.	1. Numbers reported via LE Agencies. 2. Information gathered via mailing survey to refusal defendants.	1. LE provides data monthly to CJCC in spreadsheet. Totals computed January of Each New Year. 2. Quarterly mailing of survey. Totals computed January of Each New Year.	CJC	1. Percentage/Bar Graph Compare Current to Previous Year. 2. Categorical Percentage/Bar Graph Compare Current to Previous Year.
Number of notifications sent.	Outcome Measure: Total number of notifications sent.	Assess impact of notification volume on decrease of bench warrants issued.	Numbers reported via Clerk of Courts Office.	1. Remainder of 2015: Send 3 notifications per case @ 2WK/1WK/2days. 2. Request Numbers from Clerk Quarterly. Totals computed January of New Year.	CJC	Total Number of Reminders Sent and Graph indicating call volume's effect on Bench Warrants.

PERFORMANCE MEASURES – DATA COLLECTION FOR DRUG COURT PROGRAM

Measure	How do you define it?	Where are you going to get data from?	When and how is it going to be collected?	Who will collect and analyze data?	How will it be presented?
Average Percent of Positive Drug and Alcohol Tests	Outcome Measure	Options Laboratory	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Average Period of Time from Last Positive Drug Test to Discharge	Outcome Measure	Options Laboratory/Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
In-Program Recidivism	Outcome Measure	CCAP	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Post-Program Recidivism	Outcome Measure	CCAP	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Restitution	Outcome Measure	Clerk of Courts	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Jail Bed Days Saved	Outcome Measure	District Attorney/Alternative Offer	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Prison Bed Days Saved	Outcome Measure	District Attorney/Alternative Offer	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Processing Time	Processing and Admission Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Screening & Assessment	Processing and Admission Measure	Drug Court Case Coordinator/COMPAS	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Discharge Type	Processing and Admission Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Average LOS	Process and Admission Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
The average number of sanctions administered to participants.	Dosage Measure Sanctions	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
The average number of incentives administered to participants.	Dosage Measure Incentives	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
The ratio of average incentives to average sanctions.	Dosage Measure Comparison Incentives to Sanctions	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Treatment Services	Dosage Measure Treatment Services	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Frequency of Status Hearing	Dosage Measure Status Hearing	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Frequency of Supervision	Dosage Measure Supervision	Probation and Parole Agent	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Frequency of Testing	Dosage Measure Testing	Options Laboratory/ Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Improvement in Employment	Social Functioning Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Improvement in Educational Status	Social Functioning Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph
Improvement in Residency	Social Functioning Measure	Drug Court Case Coordinator	Annual Discharge Cohort	CJC/DCCC	Percentage Bar Graph

Status					
Perceived Procedural Fairness	Perceived Procedural Fairness Measure	Respective Agency	Annual Survey	CJC/DCCC	Percentage Bar Graph

In-Program Recidivism: The percentage of participants who have a criminal case filed for a new criminal offense with an offense date occurring between admission and discharge.

Post-Program Recidivism: The percentage of participants who commit an offense within three years from time of discharge from drug court who are convicted of the offense, reported by type of discharge.

Restitution: The percentage of participants in an annual discharge cohort who have paid off their restitution or are current with their restitution payment plan at discharge.

Processing Time: The average processing time (days) between important referral and admission events.

Screening & Assessment: The percentage of participants distributed in nine risk/criminogenic needs categories.

Discharge Type: The percentage of participants discharged from programming through graduation, termination, or other means.

Average LOS (Length-of-Stay): The average length of time (in days) of participation in drug court, measured from admission to discharge and reported by type of discharge (e.g. graduation, termination, or other).

Treatment Services: The average number of units of treatment attended by participants, by treatment type and type of discharge (graduation, termination, or other).

Frequency of Status Hearings: The average number of status hearings attended by participants per month during each quarter of program participation, by type of discharge.

Frequency of Supervision: The average number of supervision contacts per month, by type (e.g. home, office or phone).

Frequency of Drug and Alcohol Testing: The average number of drug and alcohol tests conducted each week.

Improvement in Employment Status: The percentage of participants with an improvement in employment status.

Improvement in Educational Status: The percentage of participants who gain a high school diploma or it's equivalency (or are actively pursuing) by the time of program discharge, by type of discharge.

Improvement in Residency Status: The percentage of participants with an improvement in residency, defined as movement from unstable to stable residency status between program admission and program discharge.

Perceived Procedural Fairness: Measures of the perceptions of the judge, treatment, probation, and the court.

REVIEW OF CJCC OPERATIONAL PROCEDURES

Sauk County Criminal Justice Coordinating Council Bylaws

Article I: Name

The name of this council shall be the Sauk County Criminal Justice Coordinating Council. It will be referred to as the Council throughout these bylaws.

Article II: Creation

The Council is created by resolution number 18-14 as adopted by the Sauk County Board of Supervisors and signed by the County Clerk on March 18, 2014.

Article III: Mission

The Sauk County Criminal Justice Coordinating Council will use data-driven, evidence-based practices to inform decision making and will examine and respond to the root causes of crime, in an effort to reduce crime, create a safer community, and provide effective treatment for individuals and families involved in the Sauk County Criminal Justice System. The CJCC will improve communication between participating agencies and use a collaborative approach to respond to criminal conduct and to provide coordinated care.

Article IV: Structure

Section A: Membership:

The Council shall consist of both voting and non-voting members. All the stakeholders listed below, except for citizen members, shall be permanent members of this Council. The seventeen (17) voting stakeholders of the Council include:

- District Attorney
- Presiding Judge for Sauk County
- County Board Chair
- Chief of Police from Local Municipality
- State Public Defender – Sauk County
- Department of Corrections Supervisor for Sauk County
- Department of Human Services Director
- Department of Health Director
- County Board Representative from Law Enforcement Committee
- County Board Representative from Human Services Committee
- Sheriff or designee
- Ho-Chunk Representative
- Domestic Violence Professional*
- Private Defense Attorney*
- School District Representative*
- Two (2) Sauk County Resident Citizen members*

*Representatives will be appointed by the Council Chair in consultation with the Council and subject to the Council's approval.

All Sauk County Circuit Court Judges, except for the Presiding Judge, shall serve as non-voting members of the Council. The Presiding Judge, when unable to attend, may appoint a voting designee.

Citizen members shall be elected to serve two-year terms commencing in May of 2016, with citizen member elections continuing at the May meeting in even-numbered years thereafter. Any citizen member may resign by submitting notice of resignation to the Chair.

In the event of a vacancy of a citizen member, the Council may elect a new citizen member to serve the remaining term. In the event of a vacancy of a Council stakeholder, the out-going stakeholder or his or her organization may designate a representative from his or her organization to act until such time as the position is filled.

Additional members may be appointed, as the Council deems appropriate. Council stakeholders may designate another competent person to represent them and vote at Council meetings. Any Council stakeholder, excluding appointed members, wishing to appoint a designee is to identify the designee in writing to the Chair of the Council, designee appointments may be emailed to the Council Coordinator who will then forward the appointments to the Chair.

In order to ensure the full commitment of stakeholders, a designee may vote at no more than two consecutive Council meetings. Lack of attendance by a member may be cause for removal from the Council by the Council.

Section B: Authority of the Council:

The Council has no legal authority to order changes to Sauk County's criminal justice system, but it may bring about changes through consensus by the participating Agencies and Branches. The Council reviews policies and programs within the criminal justice system and makes final recommendations to all justice system partners, through the Criminal Justice Coordinator, to the Executive & Legislative Committee and County Board.

Section C: Committees:

1. Standing Committees

a. Adult Justice Systems

- Provide program analysis and recommendations to the Council.
- Conduct research using a variety of data sources to answer practical, timely questions about crime and the criminal justice system in Sauk County.
- Examine current processes and programs and provide recommendations to facilitate modification of current programs and the creation of new and innovative programs.

- Initiate communication and education among the agencies and departments involved in the Sauk County Criminal Justice System and local business leaders.
- b. Data Collection
 - Develop processes for data collection, evaluation, and modification for all newly created programs within the auspices of the Council.
 - Examine criminal justice systems and agencies to evaluate partnerships and best practices in data collection systems and policies.
- c. System Mapping
 - Evaluate existing agencies, programs and practices within the criminal justice system and where overlap may occur.
 - Provide system and program analysis and recommendations to the Council.
 - Recommend implementing criminal justice policies and practices that are evidence-based to make efficient use of resources.
 - Create and keep an updated process map showing the systems in place within Sauk County.
- d. Juvenile Justice Systems
 - Initiate communication and education among the agencies and departments involved in serving children and youth in Sauk County.
 - Examine current processes and programs and provide recommendations to facilitate modification of current programs and creation of new and innovative programs.

2. Ad Hoc and Subcommittees

The Council may authorize the formation of Ad Hoc and Subcommittees to deal with specific problems or issues. Ad Hoc and Subcommittees will have a Chair appointed by the Council Chair and agreed upon by the Council. Each Ad Hoc and Subcommittee can enlist the support of any persons deemed necessary to accomplish the goals established by the committee. Persons enlisted by Subcommittees or Ad Hoc committees may or may not be voting members of the Council.

Ad Hoc and Subcommittees shall report their information and recommendations to the Council through the appointed Chair or the Criminal Justice Coordinator in the Chair's absence.

Section D: Meetings

1. Meetings of the Council shall be set by the council at the end of their session for the following month. Notice of Council and Subcommittee meeting times and locations shall be provided to all members and duly posted in compliance with open meeting statutes.
2. Minutes of the council meetings shall be documented and distributed to all members of the Council. Minutes will also be posted in compliance with open meeting statutes. The Council Coordinator will be the designated secretary for all Council meetings.

3. A quorum must be complied with at all Council meetings and Subcommittee meetings. A quorum requires a 51% majority of voting members to be in attendance.
4. Recommendations of the council will be made by a majority rule vote of Council members.

Article V: Officers

Section A: Officers

The officers of the Council shall be a Chair and Vice-Chair. The Council shall elect officers biennially at the April meeting of even-numbered years. Such officers shall take office upon election.

Section B: Duties of Officers

The chair shall preside at all Council meetings. The vice-chair shall preside in the absence of the chair.

Article VI: Change in Bylaws

Proposed amendments to the bylaws are to be included on the agenda of a Council meeting, any action taken on the proposed amendments must be made at a subsequent meeting of the Council and will require a $2/3^{\text{rds}}$ vote of the council members present at said Council meeting.

DIRECTION OF CJCC IN 2017

GOAL AREA'S

- HOUSING
- TRANSPORTATION
- BAIL MONITORING PROGRAM
- CCRT/SART
- JUVENILE JUSTICE
- RESTORATIVE JUSTICE
- PREVENTION

BUDGETARY AREA'S

- ENHANCED MONITORING/OWI CASES
- ENHANCED GPS MONITORING DRUG COURT
- DISCRETIONARY HOUSING FUNDS

STAFF AREA'S

- DRUG COURT CASE COORDINATOR X2
- MH/AODA JAIL PROGRAM STAFF

QUESTIONS, COMMENTS, OR CONCERNS:

JANELLE K. KRUEGER – SAUK COUNTY CRIMINAL JUSTICE COORDINATOR