



SAUK COUNTY CRIMINAL JUSTICE DEPARTMENT

JANELLE K. KRUEGER – CRIMINAL JUSTICE COORDINATOR

COUNTY COURTHOUSE, 515 OAK STREET, BARABOO WI 53913

PHONE: (608) 355-4880 ♦ FAX: (608) 355-4436 ♦ WEBSITE: www.co.sauk.wi.us

Sauk County OAR/OAS Diversion Program

The goal of this program is to assist offenders in obtaining a valid driver's license, reducing jail bed days if an offender is facing jail time for multiple OAR offenses, and redirect costly and timely OAR cases out of the court system.

LAW ENFORCEMENT

1. Officer runs driver's license at stop:
 - a. If eligible for regular driver's license within twelve months from today, refer to OAR diversion program. (Theoretically all OWL cases are eligible and indefinite cases)
 - i. Referral form filled out; emailed to DA/Vendor, a copy is given to driver along with a brochure and description of program; special emphasis on making initial appointment. *Citation issued and sent to DA for tracking purposes only.* Upon successful completion of program charge will not be filed.
 - ii. If driver is on probation and ONLY offense is OAR/OWL – *DO NOT* put into custody. Refer to program following outline indicated above.
 - b. If not, the driver is not eligible and officer should proceed as normal with this offense.
 - i. If the driver is not eligible we ask the officer to fill out the short form for ineligible drivers and email to CJC.

VENDOR/CASE MANAGER

1. Vendor reviews referrals as they come into the office.
2. Drivers have three business days to contact vendor to schedule their intake appointment.
 - a. If the driver does not contact the vendor within three business days the vendor will call the driver on the fourth day and if necessary the fifth day to attempt to make contact. If contact is made then vendor will proceed to scheduling intake session.
 - b. If driver does not make contact within five business days and vendor is unsuccessful in making contact on the fourth/fifth day a non-compliance report will be sent to the DA immediately and charges may be filed.

3. Driver will attend initial case management session within ten business days from offense date.
 - a. The driver and case manager will discuss the program requirements and expectations including payment of fees and obtaining one's driver's license within the twelve month program time. This initial case management meeting will include a financial disclosure evaluating the driver's ability to financially obtain their driver's license within the twelve month program time. There is a \$200.00 cost to this program made payable monthly over the twelve month program.
 - i. If driver and case manager feel this program is a good fit, the case manager will enroll the driver and a report will be sent to the DA indicating admission.
 - ii. Upon admission the driver will enter into a formal agreement between the vendor, DA, and themselves. This agreement will include a waiver of a speedy trial to delays caused by participation as well as an agreement to work diligently towards reinstatement.
 - iii. Upon entering into a formal agreement the driver will sign releases of information for all agencies associated with obtaining driving privileges as well as the CJCC.
 - iv. If the driver and/or case manager feel that this program is not a good fit for this driver the driver will not be enrolled. The case manager will send a report to the DA indicating non-enrollment and why. The DA may file charges.
4. Once enrolled the case manager and driver will develop an individualized case management plan that includes all necessary steps for said driver to obtain a regular driving license.
5. Driver will meet with case manager at the discretion of the case manager; however, the driver must be seen a minimum of once every four weeks.
6. The case manager will evaluate progress and send immediate reports of non-compliance to the DA.
7. If the case manager feels that the driver is not complying with their customized plan/program they will submit a non-compliance report that provides details to the non-compliance facts.
 - i. Non-Compliance: any program rule or plan goal that is not achieved for which the case manager feels discharge is warranted.
8. Each driver is estimated to spend no more than twelve months in active case management with six months of "aftercare" with a final session at the end of eighteen months to evaluate the status of this driver's operating privileges. During active case management it is anticipated that each participant will receive roughly twelve (12) hours of case management.
9. Upon successfully acquiring the driver's license active case management would end. The case manager will schedule a six month review and if driver maintains a valid drivers' license through the six month follow up review, no charges will be filed.
10. Case Manager will meet with driver to discuss:

- a. Financial ability to pay all fees associated with programming and obtaining one's driver's license within twelve month program time.
- b. Expectations that a driver keeps their driver's license after successfully completing the program, including the six month review period.
- c. Motivation to participate
- d. Barriers to participation
- e. Objectives to overcome barriers
- f. Program Expectations
- g. Program Limitations
- h. Benefits to participation
- i. Possible referral for other services

11. Vendor:

- Bilingual case management when language is a barrier that cannot otherwise be overcome.
- Ambulatory case management when transportation is a barrier that cannot otherwise be overcome.
- Knowledge of legal system or ability and willingness to learn; with specific respect to multiple charges that can be amended to one charge.
- Knowledge of Wisconsin Intoxicated Driver Program or ability and willingness to learn; with specific respect to requirements, providers, and documentation.
- Knowledge of available services in Sauk County.
- Ability to find the information necessary to help drivers overcome barriers while also encouraging the driver's active role in doing the same.

DISTRICT ATTORNEY

1. District Attorney's office will receive referrals into the program from referring officer.
 - a. If driver did not make initial contact the DA may file charges.
2. Once initial case management appointment is attended the vendor will send the DA either an admission agreement or a disqualification report.
 - a. Disqualification reports may result in charges being filed.
3. DA will receive immediate notification of non-compliance.
 - a. If a driver is in non-compliance the case manager's report will include the reason for non-compliance and their recommendation for discharge.
 - b. Upon discharge from programming charges may be filed.
4. If driver successfully completes their program no charges will be filed and case will be closed.

*In cases where LE refuses to refer or does not refer someone who is eligible;
the DA may send referrals directly to the Vendor*

CRIMINAL JUSTICE COORDINATOR

CJC will facilitate and manage this contract acting as a liaison between the vendor, case manager, and the Criminal Justice Coordinating Council.