

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, February 16, 2021  
**TIME:** 1:00 p.m.  
**PLACE:** Wood County Courthouse-Room 114  
Wisconsin Rapids, WI

**PRESENT:** Adam Fischer, Bill Clendenning, Brent Vruwink and Shawn Becker (in-person);  
Mary Solheim, Bill Leichtnam and Brad Hamilton (via video conference)

**OTHERS PRESENT:** (for part or all of the meeting, in-person, telephone or video conference) Janelle  
Krueger, Shannon Lobner, Joe Zurfluh and IT Help Desk

1. The meeting was called to order at 1:00 p.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Leichtnam and seconded by Hamilton to approve the minutes from the January 19, 2021 meeting. All voted aye, motion carried.**
5. Krueger provided the committee with an overview of items that she has been working on that include establishment of a Data Collection Plan for Drug Court; July 2021 Operational Training; establishment of internal Drug Court policies and procedures; implementation of new tools; TAD grant modifications; and work that is being done with the Finance Department and Corporation Counsel to draft a resolution to move the Drug Court budget from Branch III to the Criminal Justice Coordinator Department.

Krueger advised the committee that one of her goals for the future is to develop a formalized Criminal Justice Advisory Council. Discussion ensued on the benefits of the council and how to begin the establishment process. Clendenning asked that this request be included with the monthly report of the Criminal Justice Coordinator that is provided to the Judicial and Legislative Committee. **A motion was made by Clendenning and seconded by Hamilton to send the request to create a Criminal Justice Advisory Council to the Judicial and Legislative Committee and if the Judicial and Legislative Committee approves the request, it will be sent to the Chairman of the County Board. Voting in favor of the motion were Clendenning and Hamilton. Voting no were Fischer, Vruwink, Leichtnam, Becker and Solheim. Motion failed.**

Further discussion took place on the next steps of the AdHoc Committee and how to proceed with the request to establish a Criminal Justice Advisory Council. **A motion was made by Leichtnam and seconded by Clendenning to schedule a special meeting of the Criminal Justice Coordinator AdHoc Committee, prior to March 1, 2021, to discuss the creation of a Criminal Justice Advisory Council and recommendations for the Judicial and Legislative Committee. All voted aye, motion carried.**

6. Chairman Fischer thanked all committee members for their participation in the AdHoc committee and looks forward to changes that will be implemented in the Criminal Justice system by Krueger and Sheriff Becker as Wood County moves forward.
7. The next meeting will be on **Monday, February 22, 2021, at 2:30 p.m.**
8. Chairman Fischer adjourned the meeting at 1:50 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.