

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, August 26, 2020
TIME: 2:00 p.m.
PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

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

OTHERS PRESENT: (for part or all of the meeting in-person, telephone or video conference): Kim McGrath, Shannon Lobner, Lance Pliml, Brandon Vruwink and Lisa Keller

1. The meeting was called to order at 2:00 p.m. by Chairman Fischer
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the August 12, 2020 meeting. All voted aye, motion carried.**
5. Discussion took place by the committee on alternatives to having a Youth Mental Health Diversion Program versus a Youth Mental Health Court and if this is an avenue that the committee would like to continue to research. Discussion ensued and based on committee member responses, it is the consensus of the committee to complete the hiring process of the Criminal Justice Coordinator and then have the committee and the Criminal Justice Coordinator continue to develop and research treatment diversion programs, with further discussions with Human Services and the District Attorney's office. Due to the poor quality of sound on the video-conferencing, confirmation was needed to ensure that Hamilton heard the discussion that had taken place, and he confirmed that he had.
6. Information on the TAP grant, funding resources and timelines were presented and discussed by the committee. A copy of Wood County Human Services Director, Brandon Vruwink's, e-mail response was distributed at the meeting and is attached with the minutes for this meeting. **A motion was made by Clendenning and seconded by Hamilton, to contact the Human Services Department and have them look into and further pursue the grant proposal.** Further discussion ensued and the committee determined that Human Services could express intent to apply for the grant, within the time constraints, and further work on the proposal once the Criminal Justice Coordinator is hired. **All voted aye, motion carried unanimously.**

7. Fischer asked the committee if they would like to go into closed session, pursuant to Wisconsin State Stat. 19.85(1)(c) to review additional job applications and qualifications for the Criminal Justice Coordinator position. **Roll call vote was taken to go into closed session with Leichtnam voting no; Clendenning voting no; Fischer voting yes; Becker voting yes; Vruwink voting no; Hamilton voting no; and Solheim voting no. Vote did not pass so the committee remained in open session.** Discussion ensued about the consideration of applications that were received after the job posting deadline for the Criminal Justice Coordinator position. The consensus of the committee was to proceed with the interviewing date and candidates that were selected at the last meeting.
8. Next steps of the committee and future agenda items will include:
 - Finalize interview questions for the Criminal Justice Coordinator interviews
 - Interviewing of candidates for the Criminal Justice Coordinator Position
 - Research and Establishment of Youth Mental Health Diversion Programs
9. The next committee meeting will be on **Wednesday, September 9, 2020** at 8:30 a.m. in Room 114 of the Wood County Courthouse.
10. Chairman Fischer adjourned the meeting at 2:40 p.m.

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

Brent Vruwink

From: Brandon Vruwink
Sent: Wednesday, August 26, 2020 11:56 AM
To: Brent Vruwink; Mary Solheim
Cc: Adam Fischer
Subject: RE: TAP Grant

Hi Everyone,

I have spent some time reviewing the grant details. I agree, per the requirements, Wood County Human Services is the only county entity who can apply for this grant. It would take some time for me to think about the grant before I can answer whether we would have the capacity to apply. I use the word capacity because it would require a significant time commitment to put together a quality grant application. I would guess it would take between 80 to 100 hours of work to develop a solid grant proposal. I would not be willing to rush the grant process as time is needed to create a strong and effective program.

I do have some concerns about whether the county can pull the key stakeholders together in a timely fashion. In addition, can everyone come together and be supportive of the programming? The grant specifically outlines the collaboration between the DA, Community Corrections, Jails, Law Enforcement, and the Courts. As the CJCC has worked to develop programming, it has been a challenge to identify programming with widespread support. If the CJCC believes they can bring the stakeholders together, that will go a long way in making this grant application possible.

I understand the CJCC is working through the interview process for hiring a Coordinator. I don't know who you are considering but will offer some unsolicited advice if you consider treatment grants. It would be best if you were looking for someone who has experience in providing treatment services or has provided case management services. The person should have the ability to step in if needed to provide support to those in the program. This does not mean they have to be a licensed treatment professional, but they must have the ability to make connections, be empathetic and supportive.

If Wood County Human Services applies for this grant, we are putting our reputation on the line with the Department of Health Services. We have applied for and been awarded grants from DHS that are in the millions of dollars. I would not put a grant together that I did not believe would have the necessary support. Also, since WCHSD would be the grant recipient, we would be responsible for handling the fiscal and program oversight. The grant will require that.

I will be honest that time is of concern to me. Typically in grants like this, I am very involved in the grant writing process. Working through the budget right now takes a great deal of my time.

Those are my initial thoughts; I need some more time to consider this and obviously would appreciate hearing more from the CJCC on what their wishes/thoughts are as they consider moving forward. Please don't mistake my apprehension as an unwillingness to be supportive. I have a strong interest in providing more support to those in our community that need treatment. In particular, I am very supportive of offering those involved with the Criminal Justice system more support. However, to make this work, it will take the support of all of the stakeholders.

Thank you for reaching out!

Brandon

From: Brent Vruwink <bvruwink@co.wood.wi.us>
Sent: Wednesday, August 26, 2020 11:13 AM
To: Brandon Vruwink <bkruwink@co.wood.wi.us>; Mary Solheim <msolheim@co.wood.wi.us>