

CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE

DATE: Thursday, January 23, 2020

TIME: 10:00 AM

LOCATION: Courthouse
Room 115
400 Market St.
Wisconsin Rapids, WI

1. Call meeting to order
2. Declaration of quorum
3. Public comments
4. Approve minutes from previous meeting
5. Discussion of findings from Dunn County tour
6. Confirm upcoming tour to Marathon County
7. Discussion on Criminal Justice Coordinator wage
8. Discussion on Criminal Justice Coordinator oversight
9. Discussion on next steps
10. Future agenda items
11. Set date for next meeting
12. Adjourn

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, January 8, 2020
TIME: 1:00 p.m.
PLACE: Wood County Courthouse-Room 115
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Brent Vruwink and Kim McGrath

OTHERS PRESENT: (for part or all of the meeting): Shannon Lobner; DA Craig Lambert

1. The meeting was called to order at 1:00 p.m. by the committee chair, Supervisor Fischer.
2. A quorum was declared as all committee members were present at the meeting.
3. There were no public comments.
4. A motion was made by Clendenning and seconded by Vruwink to approve the minutes from the 12/17/2019 meeting. All voted aye, motion carried.
5. The committee will travel to Dunn County on January 22, 2020 and will observe diversion court processes and meet with the Justice Coordinator to ask questions and gather information. The committee will travel to Marathon County to observe diversion court processes in February 2020, and that date is yet to be confirmed.
6. The committee reviewed the Criminal Justice Coordinator Recruitment Timeline, Job Description, Interview questions and questions that will need to be answered prior to implementation of the Justice Coordinator position in July 2020. Discussion ensued about the position being under its own department or under an existing county department. The committee determined that the position should initially be under an existing county department for efficiency and success, as the newly created position will need guidance, mentoring and fiscal responsibility. Further discussion took place about the position becoming its own department at a future date.
7. Discussion took place on the next steps of the committee to implement the Justice Coordinator position. Tours of Dunn County will take place in January 2020 and Marathon County in February 2020. The committee would also like to have the Maintenance Director attend a future meeting to discuss the office location for this position.
8. Future agenda items include:
 - Justice Coordinator Wage
9. The next scheduled adhoc committee meeting will be the tour in Dunn County on **01/22/2020**. The committee will also meet on **Thursday, January 23, 2020, at 10:00 a.m.** in Room 115 of the Wood County Courthouse.
10. The Chair declared the meeting adjourned at 2:49 p.m.

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

From: Peter Kastenholtz <pkastenholtz@co.wood.wi.us>
Date: January 14, 2020 at 3:42:18 PM CST
To: Bill Clendenning <wcdistrict15@co.wood.wi.us>
Subject: Criminal Justice Coordinator

Hi Bill,

You have asked me to comment on the pros and cons of having the Criminal Justice Coordinator position tied into an existing department verses being a stand-alone department and then if I had thoughts on the various options for departments you have mentioned as potential spots to place the new position.

I don't actually see any significant benefits to keeping the position independent. Since any programming and services the position will be involved in setting up will involve the courts, Clerk of Courts and other departments, having the position serve under one of the departments doesn't seem particularly problematic to me. The position is not going to be able to exert any undue influence over other departments so complete independence is not particularly valuable here.

The benefits of connecting the position to an existing department are the obvious ones, significant efficiencies can be had by having administrative functions, including budgeting, handled by staff who are familiar with the process.

You mentioned several departments that in your mind were logical fits for placing the Criminal Justice Coordinator within. We share some similar as well as divergent thoughts. My first impulse would be to place the position under the courts directly or indirectly via the Clerk of Courts. The work being done by the position will be closely tied to the courts and oversight and supervision by them seems like a natural fit.

If that isn't workable, then connecting the position to the Human Services Dept. is the next logical choice in my mind. Much of the work the position will be handling will be tied into Human Services. This includes the existing drug court and potential veterans' and mental health courts. One could contend that this would be a potential conflict of interest but I completely disagree with that notion. I don't see as any more of a conflict of interest in having various divisions of HS already under one roof or even having a deputy sheriff report to the sheriff, it is a natural chain of command sequence.

That leads me into addressing another department you mentioned, Child Support. In my mind that is completely illogical as there is no connection between the work the Coordinator would do and that department. Nothing against Child Support but we don't put our non-metallic mining under the auspices of Child Support to avoid a perceived conflict of interest with land and water issues the Land Conservationist is responsible for. The only plausible reason in my mind for affiliating the Coordinator to Child Support would be to take advantage of the knowledge Brent Vruwink has of the new position and his interest and involvement in the area. If that is your line of thinking, then you should make Brent the county's administrator, not put other operations under Child Support.

There are other departments that might be apropos, such as the DA's office or the Corp. Counsel's office. Although I would argue there is no impediment to that type of placement due to a conflict of interest, I don't see the connection as being as strong as with the court system or barring that, Human Services.

The more I contemplate the matter the stronger I feel about the appropriateness of the courts and then secondarily, Human Services being the best fit for the Criminal Justice Coordinator position. Conflicts of interest are simply not a component of the consideration here.

Well, you asked me to write down my unvarnished thoughts and now I have done so and you have them. If there is anything else you need, as always, please let me know.

Thanks. Peter