



**CRIMINAL JUSTICE COORDINATING COUNCIL
EXECUTIVE COMMITTEE
AGENDA**

Date & Time of Meeting: **Thursday, June 15, 2023, from 7:30 a.m.- 8:00a.m.**

Meeting Location: **Employee Resources Conference Room, Courthouse, 500 Forest Street, Wausau WI**

Committee members: Suzanne O'Neil Chair; Kurt Gibbs, Lance Leonhard, Chad Billeb

Marathon County Mission Statement: *Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

Council Mission Statement: *To improve the administration of justice and promote public safety through community collaboration, planning, research, education, and systemwide coordination of criminal justice initiatives.*

- 1. Call Meeting to Order**
- 2. Public Comment (15 Minutes)**
- 3. Approval of Minutes from the April 20, 2023, meeting.**
- 4. Educational Presentations and Committee Discussion**
- 5. Policy Issues for Discussion and Possible Action**
 - A. Review and Approval of the 2023 CJCC Workplan.
 - B. Defense Attorney Whitepaper
 - C. Treatment Court Transition
- 6. Operational Functions Required by Statute, Ordinance, or Resolution**
 - A. Discussion of agenda items for July 20, 2023, Marathon County Criminal Justice Coordinating Council Meeting Agenda.
- 7. Next Meeting Date & Time, Location, Announcements, and Future Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion.
 - B. Next Executive Committee Meeting: **August 17, 2023, at 8:00 a.m. Employee Resources Conference Room**
- 8. Adjournment**

**Any person planning to attend this meeting who needs some type of special accommodation to participate should call the County Clerk's Office at 261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting*

SIGNED: /s/, Judge Suzanne O'Neill
Presiding Officer or Designee

EMAILED TO: Wausau Daily Herald, City Pages, and other Media Groups
EMAILED BY: Toshia Ranallo
DATE & TIME: June 8, 2023, at 2:45 p.m.

NOTICE POSTED AT COURTHOUSE _____
BY: Toshia Ranallo
DATE & TIME June 8, 2023, at 2:45 p.m.



**MARATHON COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL EXECUTIVE
COMMITTEE MEETING MINUTES**

**Thursday, April 20, 2023, at 7:30 a.m. – 8:00 am
Assembly Room, Courthouse, 500 Forest Street, Wausau WI**

Members	Present	Absent
Judge Suzanne O'Neill (Chair)	X	
Board Chair Kurt Gibbs (Vice Chair)	X	
County Administrator Lance Leonhard	X	
Chief Deputy Billeb		X

Also present: Laura Yarie

1. Call Meeting to Order

Chair O'Neill called the meeting to order at at 7:30 a.m.

2. Public Comment (not to exceed 15 minutes) - None

3. Approval of the Minutes of the February 16, 2023, CJCC Executive meeting

MOTION BY LEONHARD; SECOND BY GIBBS TO APPROVE THE FEBRUARY 16, 2023, EXECUTIVE CJCC MEETING MINUTES. MOTION CARRIED.

4. Educational Presentations and Committee Discussion - None

5. Policy Issues for Discussion and Possible Action

A. Review of 2022 Work Topics and Drafting of 2023 CJCC Workplan.

Discussion:

Executive Committee drafted a 2023 Workplan to be reviewed at the June CJCC meeting. Judge O'Neill to convene a group in May to discuss Defense Attorney Whitepaper and bring recommendations to June CJCC. Presentation to Public Safety in July. CJCC to continue Opioid guided discussion to produce recommendations. Yarie to facilitate RFP process. Leonhard to facilitate the hiring of the Data Officer Position. Discussed Data Officer becoming the Chair of the EBDM workgroup. Discussion on planning a back -to- school presentation on existing juvenile programs including Truancy Court.

Action:

Yarie to type up workplan as discussed.

6. Operational functions required by bylaws, Statute, Ordinance, or Resolution

A. Discussion of potential items for the May 18th, 2023, Marathon County Criminal Justice Coordinating Council Meeting Agenda, and potential recommendations for consideration.

Discussion:

May CJCC meeting to be a continuation of Health Department guided discussion on Opioid Settlement Funds.

7. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:

A. Next meeting June 15th, 2023, at 7:30 a.m., Courthouse Assembly Room. Members asked to bring agenda ideas for future discussion.

8. Adjournment

Meeting adjourned at 8:00 a.m. by Judge O'Neill.

CJCC 2023 Workplan

1. Major Goal/Task: Whitepaper Regarding Defense Attorney Recruitment

Action Steps (What steps are needed to reach the goal/complete the task)	When (Completion date/time)	Who	Cost (What costs are involved)	Tracking (How/when will we monitor progress?)
Convene Work Group	May 31, 2023	Judge O’Neill	None	June CJCC Report
CJCC Group Discussion on Work Group Ideas	June 15, 2023	CJCC/ Judge O’Neill	None	Agenda Item
Public Safety Presentation	July 11, 2023	Judge O’Neill	None	Agenda Item
Final Recommendation	July 31, 2023	Judge O’Neill	None	Submitted to Lance

2. Major Goal/Task: Create Recommendations Regarding Use of Opioid Funding

Action Steps (What steps are needed to reach the goal/complete the task)	When (Completion date/time)	Who	Cost (What costs are involved)	Tracking (How/when will we monitor progress?)
MCHD will share the project charter, timeline, and RBA framework with the CJCC	March 16, 2023	MCHD Staff	None	Agenda Item for CJCC
Health Educators facilitate the	April 20, 2023	MCHD	None	Agenda Item for CJCC

<p>crafting of the Result and selecting of indicator(s).</p> <p>Health Educators facilitate the evaluation of Strategies from “Exhibit E” document by completing the Driving Factor Matrix</p> <p>Health Educators facilitate the refining of Strategies, determining timeline and organization responsible for implementing the strategy(ies)</p> <p>Chair of CJCC presents recommended Strategy(ies) to the Marathon County Board of Supervisors.</p> <p>Health Educators work with County Administrator to identify Performance Measure Strategies.</p>	<p>May 18, 2023</p> <p>June 15, 2023</p> <p>July 2023</p> <p>August 2023</p>	<p>Staff/CJCC</p> <p>MCHD Staff/CJCC</p> <p>MCHD Staff/ CJCC</p> <p>Suzanne O’Neill</p> <p>Lance Leonhard/ MCHD Staff</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>Agenda Item for CJCC</p> <p>Agenda Item for CJCC</p> <p>Lance to get on July schedule</p> <p>MCHD Staff to Schedule with Administration</p>
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3. Major Goal/Task: Completion of RFP Process and Vendor Selection for Justice Programs

Action Steps (What steps are needed to reach the goal/complete the task)	When (Completion date/time)	Who	Cost (What costs are involved)	Tracking (How/when will we monitor progress?)
Convene a group of System Stakeholders for feedback and to draft the RFP for Justice Programs	January 2023	Laura Yarie	None	Report to Lance
Ensure final approval of draft RFP for posting.	March 31, 2023	Laura Yarie	None	Toshia to publish
Facilitate a Mandatory Pre-proposal Meeting.	May 19, 2023	Laura Yarie	None	Document in RFP/Set Room time and day.
	May 26, 2023			
Submit answers to all vendor questions via email.	June 2, 2023	Laura Yarie	None	Notice to vendors in RFP
Final receipt of vendor proposals	3:00pm	Laura Yarie/Admin	None	Time and date stamp
Schedule and facilitate Vendor interviews.	June 19 th -23 rd 2023	Laura Yarie/Stakeholders	None	Dates in RFP
Schedule and facilitate evaluation of vendors.	June 23 rd -30 th	Laura Yarie/Stakeholders	None	Dates in RFP
Vendor Contract award and negotiations.	July 2023	County Administration	None	Dates in RFP
Contract(s) for 2024 Justice Programs to begin.	January 2, 2024	Laura Yarie/vendors and stakeholders	None	Contract in place.

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4. Major Goal/Task: Data Officer Position Hired

Action Steps (What steps are needed to reach the goal/complete the task)	When (Completion date/time)	Who	Cost (What costs are involved)	Tracking (How/when will we monitor progress?)
Post Data Officer Position	May 15, 2023	Lance Leonhard/Employee Resources	Employee Resources ?	Laura to follow up
Hiring Process for Data Officer Position completed.	July 1, 2023	Employee Resources/ Admin	Employee Resources/Budget	Laura / Lance to track
Data Officer start date.	July 15, 2023	Employee Resources	Justice Programs Budget	Lance / Laura to track
Data Officer appointed EBDM Work Group Chair	January 2024	Suzanne O’Neill	None	Agenda Item

5. Major Goal/Task: Juvenile Justice Back to School Refresher Presentation to the CJCC

Action Steps (What steps are needed to reach the goal/complete the task)	When (Completion date/time)	Who	Cost (What costs are involved)	Tracking (How/when will we monitor progress?)
Reach out to Christa Jensen regarding planning for a Juvenile Justice Family Services Presentation.	July 10, 2023	Laura	None	Tickled on Calendar
Presentation planning and preparation	August 2023	MCDSS / Laura/Stakeholder input.	None	Laura to follow up with Christa and staff.
Presentation to the CJCC as a back-to-school refresher. Existing programs, Truancy Court	September 21, 2023	MCSS Staff	None	Agenda Item for Sept CJCC