



**MARATHON COUNTY  
CRIMINAL JUSTICE COORDINATING COUNCIL  
MINUTES**

**Thursday, October 21, 2021, at 8:00 a.m. – 9:30 am  
Courthouse Assembly Room, (B105), Courthouse, 500 Forest Street, Wausau WI**

<b>Members</b>	<b>Present/Web-Phone</b>	<b>Absent</b>
Chair Suzanne O’Neill	X	
Vice Chair Kurt Gibbs	X	
Lance Leonhard	X	
Matt Bootz		X
Tim Buttke		
Scott Parks	X (designee Sandra LaDu)	
Ben Bliven	X (designee Todd Baeten)	X
Theresa Wetzsteon	X	
Shirley Lang	X (designee Linda Maher)	
Kat Yanke	X	
Cati Denfeld-Quiros		X
Vicki Tylka		X
Jill Meschke		X
Jane Graham Jennings	X (designee Ashley Bores)	
Kenneth Grams		X
Yauo Yang		X
Liberty Heidmann		X

Also present: Shawn Yaeger, Laura Yarie, and Ruth Heinzl

**1. Call Meeting to Order**

The meeting was called to order by Chair O’Neill at 8:16 a.m.

**2. Public Comment (not to exceed 15 minutes)**

No public comment is received.

**3. Approval of the Minutes of the October 21, 2021, CJCC meeting**

**Motion to Approve the October 21, 2021, CJCC meeting minutes by Leonhard, second by Gibbs. Motion Carried.**

**4. Operational functions required by bylaws**

**A.** Appointment of Daniel Tyler as a Citizen Representative

**Motion by Gibbs, second by LaDu, to confirm the appointment of Daniel Tyler. Motion carried.**

**B.** Appointment of Liberty Heidmann as a Citizen Member

This appointment was addressed at the previous meeting.

**5. Operational Issues**

**A.** Failure to Report to Jail

**Discussion:**

Chair O’Neill explains that this issue was raised by the District Attorney’s Office. Specifically, the DA’s Office is asking that the Judges state “the defendant must report no later than MONTH DAY” as opposed to saying the defendant must report within 45 days.

Judge O’Neill indicates that the judges should be able to accommodate this request.

**Action:**

**Request for the Jail to share their schedule to report with the Judicial Assistants each month.**

**B.** Planning for Judicial Assistant Pretrial Conference Minutes

**Discussion:**

O’Neill indicates that the Judicial Assistants met last week to discuss what the specific CCAP notes would reflect, and they have put together a standard document to ensure that enough information is gathered.

The four dates for misdemeanors are:

- JA pretrial
- Judicial pretrial
- Final pretrial/Tentative Plea
- Jury Trial

The dates for felony, time-limited waived cases are:

- JA pretrial
- Preliminary Hearing
- Judicial pretrial

O'Neill indicates that defendants that are not represented by counsel at the initial appearance must appear in person at the pretrial conference. Individuals that do not wish to appear, must seek permission to appear by phone. The exception to this rule is for defendants that are in custody.

O'Neill explains that if a victim attends a judicial pretrial the Judicial Assistants are instructed to inform the District Attorney of the attendance and District Attorney staff will locate a conference room for the pretrial.

Judge Grau suggests that the courts require that all motions must be filed by the final pretrial/tentative plea. Attorney Yanke explains that a scheduling order, setting forth dates for various dates for motions, is used in other jurisdictions.

O'Neill references that the issue of scheduling orders could be addressed at case processing.

DA Wetzsteon asks that at a future date calendar calls and the one-week of intake process be addressed by case processing.

**Action:**

Motion by Yanke, second by Wetzsteon to evaluate the use of scheduling orders at the case processing workgroup.  
Motion carried.

**Follow up:**

The Case Processing group is to evaluate the use of scheduling orders to address motion filing dates.

**6. Policy Issues for Discussion and Potential Council Action – None**

**7. Educational Presentations/Outcome Monitoring Reports**

**A. Report out regarding November 9th, Judges Meeting**

O'Neill references a state court form change that was implemented with respect to youth placements at residential treatment facilities.

O'Neill references that the truancy court ceased operation at the onset of the pandemic and that school districts have expressed a desire to re-establish truancy court. The judges are going to meet with local principals and social services representatives to evaluate other models, including a treatment court model. Tyler indicates that his experience was that the truancy program in Arkansas worked with children prior to having contact with a judge and they saw significant reductions in truancy and the program required limited judicial involvement. LaDu explains that Oneida County had a program that reduced truancy as well.

Attorney Yanke explains that the State Public Defender's Office is having difficulty meeting with all the in-custody defendants on the date of the initial appearance. If the attorneys cannot meet with the client, the judge can set bond; however, the case will be recalled the following day.

Attorney Yanke explains that the State Public Defender is sending out letters to defendants advising them of the consequences of firing counsel.

O'Neill explains that the COC is working to get a bailiff to attend Initial Appearances to ensure defendants proceed to the Clerk of Courts window to sign their bonds.

**B. System Budgeting Workgroup discussion on identifying resources and projects for data analyst position**

Administrator Leonhard is looking to form a workgroup to plan for a Data Analyst Position. The group will evaluate what resources exist and what the county would want the position to accomplish. The position could be for the criminal justice system as well as other departments. Discussion of rolling over of funds to pilot the position. Yarie mentioned the competition around the state to attract individuals for this position as DOJ has been unable to hire either one of their already funded positions primarily due to pay level expectations.

**C. Update from Justice Alternatives Coordinator –**

Yarie reports there have been 496 referrals to pretrial since June 21, 2021, go live. 166 level 1, 96 level 2, 57 level 3 and 177 level 4. The available case management has reached capacity. 207 defendants are currently receiving supervision. 104 are at level 4 services, 36 at level 3 and 67 at level 2. 31 defendants have “absconded” more than 30 days of no contact (11 level 2, 9 level 3, 11 level 4). 44 defendants are listed as out of compliance less than 30 days for issues such as homelessness and no working voicemail and 4 are out of the community attending treatment. (11 level 2, 6 level 3 and 27 level 4).

Wetzsteon discussed concerns about follow up of those who have absconded and questioned how many are in warrant status and have a cash component to their bond. She indicates she will confer with her prosecutions on their office’s response to violation reports. Yarie stated she will ask staff for a list of those who have warrants and or cash bonds.

Yarie mentioned that a delay in state grant processing has interfered with her ability to develop an additional case manager position before January 1, 2022. She is hoping to move a part-time position to full-time for next year by requesting an increase in grant funding. There was discussion on high caseload numbers and an idea to reduce supervision for those who are complying for an identified amount of time rather than stopping or delaying new intakes.

Judge O’Neill indicates that a change in level of supervision would need to be brought back to the court. There was a suggestion to add a recommendation to reduce supervision level to the monthly status reports. Henizl motioned to send the discussion to Case Processing, Yanke seconded.

**8. Adjournment**

Motion to Adjourn by Gibbs, second by LaDu. Motion carried. Meeting Adjourned at 9:30 a.m.