

DRAFT

Minutes of the Dunn County Criminal Justice Collaborating Council Executive and Operations Committees Meeting Held on March 5, 2025, at 11 am via Teams

1. **Call to Order**
2. **Call of the Roll:** Present were CJCC Chair Judge Christina Mayer; CJCC Vice Chair Dunn County Sheriff Kevin Bygd; Judge James Peterson; County Manager Kris Korpela; District Attorney Andrea Nodolf; Clerk of Court Katie Schalley; DHS Director Paula Winter's designee DHS Assistant Director Becky Albright; Public Defender Jonathan Lundeen; with Criminal Justice Director Sara Benedict and Pretrial Service Coordinator Sandy Frigo.
3. **Approval of the Minutes from January 14, 2025:** Sheriff Bygd made a motion to approve, Clerk of Court Schalley seconded the motion. Motion approved.
4. **Public Comment:** Public inquiry to meeting date and time, but no questions.
5. **Consideration for Actions to be taken by the Committee:**
 - a. **Action Plans for Approved 2025 CJCC Goals**
 - i. **Implement and Enhancement of CJCC Grant-funded Program Goals**
 1. Law Enforcement Deflection and Diversion Work Group proposed to create a new work group to coordinate and collaborate with multiple grants.
 2. Purpose, Scope, Work Plan LEDD Work Group:
 - a. Purpose: The purpose of the CJCC Law Enforcement Deflection and Diversion (LEDD) Work Group is to coordinate and collaborate between partners to implement and enhance Project Hope by maximizing grant funding to provide seamless law enforcement-led deflection and diversion efforts in Dunn County.
 - b. Scope: Members of this work group include Menomonie Police Department (Behavioral Health Officer Aaron Bergh and Commander Hagen, Chief Hollister) and Dunn County Sheriff's Department (Behavioral Health Officer Dylan Crist, Captain Mayer, Sheriff Bygd), CJCC Director Benedict. Can add additional members as needed.
 - c. Work Plan: Hold meetings as needed to further grant goals and objectives and report back to the CJCC for oversight.
 - County Manager Korpela made a motion to approve, Sheriff Bygd seconded the motion. No discussion. Motion approved.
 - ii. **Enhance DNA Collection and Warrant Fees Processes**
 1. DNA Collection and Warrant Fees Process Work Group proposed.
 2. Purpose, Scope, and Work Plan:

DUNN COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL

- a. Purpose: To ensure a process for DNA Collection and Warrant Fees are established and monitored in Dunn County in accordance with the laws.
- b. Scope: To make recommendations to enhance the DNA Collection and Warrant Fees process. Address the backlog of missing DNA. Identify system improvements for the collection of DNA and Warrant Fees
- c. Work Plan: Establish a DNA Collection/Warrant Fee Work Group, to include: All Judges, DA, Clerk of Courts, Sheriff. Conduct systems mapping to determine gaps and areas of improvement. Report back findings to CJCC.

Sheriff Bygd made a motion to approve, Judge Peterson seconded the motion. Discussion. Motion approved.

iii. **Crime Prevention Board - Tabled**

1. Crime Prevention Special Committee proposed.
2. Purpose, Scope, and Work Plan:
 - a. Purpose: To carryout the duties of the Dunn County Crime Prevention Funding Board, Wisconsin Statute 59.54(28)
 - b. Scope: Facilitate meetings of the Dunn County's Crime Prevention Funding Board. Provide oversight to the Dunn County Crime Prevention Board Fund (\$20 surcharge collected by COC upon criminal conviction). Solicit and review applications for grants to one or more non-profit organizations within the County with the primary purpose in preventing crimes. Maintain required documentation of distributions of the Crime Prevention Fund
 - c. Work Plan: Establish a CJCC Crime Prevention Board Special Committee, to include: Presiding Judge, District Attorney, Sheriff, County Administrator or County Board Chair, Chief Elected Official of the largest municipality in the County, person chosen by the majority vote of the Sheriff and all of the Chiefs of police departments within the county, a person chosen by the Public Defenders Office. Meet semi-annually at a minimum to carryout duties of the Crime Prevention Funding Board

Motion tabled until clarified with Corporation Council if a public meeting or not.

b. **Reduction of Number of CJCC Voting Members**

The CJCC had difficulty reaching quorum at meetings in 2024, which prohibits the CJCC from taking actions and reduces opportunities for collaboration. Reviewed current voting members outlined in CJCC bylaws (22). Examined meeting attendance of each member for 2024. Discussed removing members with less than 50% attendance rate and focusing on primary criminal justice partners. Reduction of voting members is an effort to increase efficiency in reaching quorums and focus on core criminal justice partners allowing us to loop in other partners as needed.

DUNN COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL

Sheriff Bygd made a motion to approve the remove of six (6) CJCC members to include: Child Support Director, Public Health Director, City Administrator, City Mayor, City Attorney, and the County Board Judiciary and Law Chair. County Manager Korpela seconded the motion. Discussion. Motion approved. Noted that bylaw changes require approval by the full CJCC.

- 6.** Local Challenges, Collaborations, and Priorities: None.
- 7.** Emerging Trends and Opportunities: None.
- 8.** Local Opioid Settlement Fund Requests Update: County Manager Korpela provided an update on local opioid fund balance and expenditures. New WCA tool to help calculate.
- 9.** Agency Reports: None.
- 10.** Staff Report. Written report from Director Benedict provided in meeting packet. No questions or additions.
- 11.** Next Meeting Dates:
 - a.** CJCC Executive & Operations Committees, April 2, 2025, at 11am on TEAMS
 - b.** CJCC Quarterly, May 15, 2025, at 4 pm – Hybrid Meeting JC 1404 & Zoom
- 12.** Adjournment: Sheriff Bygd made a motion to approve, County Manager Korpela seconded the motion. Motion approved.

Respectfully submitted,

Signed: Sara Benedict

SB/sb