

**Rock County**  
**Evidence-Based Decision Making Ad Hoc Committee**  
**Wednesday, November 9, 2016 minutes**  
**Conference Rooms N-1/N-2**

- 1) Call to Order. Chair Nelson called the meeting to order at 9:17 A.M.
- 2) Committee Members Present. Chair Eric Nelson, Josh Smith, Chief David Moore, Vice Chair Sandra Kraft, Stephen Meyer, Judge Daniel Dillon, Chief David Zibolski, David O'Leary, Kate Luster, Jacki Gackstatter, and Judge Alan Bates at 9:20.
- 3) Committee Members Absent. Commander Erik Chellevoid, Judge James Daley, Troy Enger, Judge Michael Haakenson, Dorothy Harrell, Angela Moore, Sheriff Robert Spoden and Judge Brooke Joos.
- 4) Staff Members Present. Elizabeth Pohlman McQuillen, Criminal Justice System Planner/Analyst; Tracey VanZandt, HR Secretary; Gina Koehl, Deferred Prosecution Director; and Dara Mosley, Public Safety Systems Manager.
- 5) Others Present. Theresa Owens, District Court Administrator and Tommy Gubbin, EBDM State Coordinator.
- 6) Approval of Agenda. Mr. O'Leary moved approval of the agenda, second by Chief Zibolski. ADOPTED.
- 7) Approval of Minutes of October 12, 2016. Vice Chair Kraft moved approval of the minutes of October 12, 2016, second by Mr. O'Leary. ADOPTED.

Chair Nelson said NIC contract for technical assistance has not been issued yet. Ms. Carter is still planning on being here in December. She may come pro bono or participate via phone if no contracts are signed by that time. The policy team will meet on December 7<sup>th</sup> and workgroups will meet December 7<sup>th</sup> and 8<sup>th</sup>. Ms. Pohlman McQuillen has sent out an email with meeting dates and times. Ms. Pohlman McQuillen introduced Jacki Gackstatter, Rock County Clerk of Courts, as the newest member of the policy team.

- 8) Report on How Policy Team Members are advancing EBDM in their Agencies. Chair Nelson said the State Public Defender's office had good attendance at the Mark Carey event. Chair Nelson also explained EBDM at a recent staff meeting. They have also added more representation from their office to the workgroups.

Mr. O'Leary said besides adding more representation to the workgroups, he has followed up with his Assistant District Attorneys on the direction of EBDM.

Mr. Smith passed out a copy of his 2017 recommended budget specific to EBDM. Mr. Smith reviewed the recommendations with the policy team.

Ms. Luster said Human Services has a vacant Application Support Specialist position that they have been unsuccessful in recruiting. They are requesting this position be reclassified and a modification made to the 2017 Human Services budget at tonight's Human Services Board meeting. Ms. Luster is proposing that 20% of this position's time will be dedicated to EBDM data efforts.

Chief Zibolski has briefed his command staff and sergeants for basic understanding of the EBDM initiative. They have been working with the Municipal Court Judge and City Attorney on data collection. They are working on an MOU to obtain juvenile municipal information for sharing.

Chief Moore said his department was well represented at the Mark Carey event. JPD has agreed to be the Mental Health sharing information test site.

Ms. Pohlman McQuillen said the Mark Carey presentation should be available for distribution soon.

Judge Dillon said the judges have been communicating often about the initiative.

Ms. Luster said she has shared the information at an all staff meeting. She will be sharing with targeted staff in the Behavioral Health division tomorrow since they will be directly affected by the mental health sharing change target.

#### 9) Workgroup Updates.

Risk Reduction Programs and Risk Assessments - There was a joint meeting held with these groups. They connected via telephone with pre-trial expert, Spurgeon Kennedy. They are trying to see what pre-trial would look like. Monday would be a big intake day. Mr. Mosley and Ms. Pohlman McQuillen reviewed jail bookings over the last 72 hours. It averaged 5 ½ people per day on new charges. Data will be needed to determine staffing numbers. They are currently only looking at the organizational structure of pre-trial. No decision made yet on the tool to be used.

Mental Health Information Sharing - Chief Moore said they are starting to look at data; collecting historical lists on use of force arrests. They are moving to reduce these numbers. They will share this information with Human Services. They are discussing who gets flagged in Spillman, who decides the flag and what does this look like. Janesville Police Department will be a pilot site for this change target starting December 1. Patrick Singer from Human Services is working on getting solid baseline data and outcome targets and how they might be displayed. Ms. Luster is working with Commander

Chellevold on data around the jail mental health screen. They were tracking this information previously through the grant which has now ended. They are looking at continuing to track the information either through Avatar or the new jail electronic medical record system. They have also discussed options on a possible court order that would require individuals on a commitment to share information. Ms. Luster said most individuals are willing to consent to information release. Judge Dillon recently shared research that he did on statutes on this issue.

Community Education – Chief Moore said they have not met. They are waiting for reportable progress before they move forward.

Mr. Mosley and Ms. Pohlman McQuillen reviewed jail bookings over the last 72 hours. Mr. Mosley said there was an update to the Spillman system on the 25<sup>th</sup> to improve on replicated data. He said average daily intake of individuals on fresh charges is 5 ½ versus all individuals booked at 16 ½ (some are booked and released, some are on holds or detainers, etc.). These numbers may not be completely accurate because it is determined by the code the booking officer uses. Some training with the booking officers may be needed to have uniform coding. Mr. Mosley has a request to CCAP to get data from that system. Ms. Owens will provide a list of all the municipal courts in Rock County. Mr. O’Leary said the State team is working on setting standard definitions for data collection so everyone is on the same page.

**9) Policy Team Discussion regarding Phase VI of EBDM Initiative.**

It’s been a year and a half since the collaboration survey was administered. Would the team find value in taking it again? If so, the Center could put it out on Survey Monkey and do the analysis for the team. The policy team agreed that another survey would be beneficial.

Scorecard: Where is the team on the collection of baseline data? We are in the infancy of collecting baseline data. Chief Moore and Ms. Luster used the scorecard at CIT training. Ms. Luster has also used at internal Human Services meetings. While talking with the Beloit Chamber, Mr. Smith said they inquired about how fairness will be measured. Chief Zibolski has used the scorecard with internal training in his department.

**10) Update on State EBDM.** Mr. O’Leary was not able to attend the last state meeting. Mr. Gubbin said the state team efforts are mirroring the local teams. They are currently restructuring their workgroups and adding proper representation where needed. They are working on recommendations for local teams on risk assessment tools and pretrial. They are working on position papers to share with the local teams. They have a meeting scheduled for this Friday which will focus on Communication.

**11) Citizen Participation and Announcements.** None.

12) Future Meeting Date: Wednesday, December 7, 2016, 9:15 A.M., Conference Rooms N1-N2, 5<sup>th</sup> Floor Courthouse East

13) Adjournment. Mr. O'Leary moved adjournment at 10:14 A.M., second by Chief Zibolski. ADJOURNED.

Respectfully Submitted,

Tracey VanZandt, HR Secretary

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**