

**Justice and Mental Health Grant Program Ad Hoc Committee
November 10, 2010**

Call to Order. Chair Deupree called the meeting of the Justice and Mental Health Grant Program Ad Hoc Committee to order at 3:30 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Neil Deupree, Claudia Klein (for Greg Ammon), Kate Flanagan, Brian Gies, Linda Scott Hoag, Lance Horozewski, Carrie Kulinski, Julie Lenzendorf, Denny Luster, Deputy Chief John Olsen.

Committee Members Absent: Dr. Bruce Erdmann.

Staff Members Present: Elizabeth Pohlman McQuillen.

Others Present: None.

Approval of Agenda. Mr. Luster moved approval of the agenda as presented, second by Mr. Horozewski. ADOPTED.

Introductions were made.

Overview of Justice and Mental Health Collaboration Grant and Committee Responsibilities. Ms. Pohlman McQuillen said she would be happy to provide copies of the grant information to anyone who would like it. She handed out the *Justice Center's JMHP Planning and Implementation Guide* and said these are questions they are going to want to see if we can answer. She said we received \$50,000, with \$40,000 allocated to hiring a consultant, this Committee will oversee the consultant, and it will make progress reports to the CJCC. We will be eligible to apply for more grant funds once the plan is done. Our first task is obtaining a consultant. The funds not used for the consultant will fund site trips to view programs that are successful, such as Winnebago Co., IL to see their Mental Health Court. Ms. Pohlman McQuillen handed out the *Chief Justice's Task Force on Criminal Justice and Mental Health*.

Chair Deupree said he would like to meet at least once per month.

Review Consultant Qualifications and Scope of Work. Chair Deupree handed out the *Statement of Qualifications and Cost Proposal – Specifications and Scope of Work*. He said once the Purchasing Manager returns from vacation she can send RFQ to the list of people we come up with. We will then make a recommendation(s) to the CJCC to make a decision on. Ms. Pohlman McQuillen handed out a list of individuals who had been contacted regarding suggestions for an external consultant and asked for any additions/deletions/changes. Chair Deupree suggested they take the list home to look over and then to get back to Ms. Pohlman McQuillen. Mr. Luster suggested adding Marc Carey of the Carey Group to the list. Ms. Pohlman McQuillen said the Purchasing Manager would also do advertising. Once she sends the RFQ's out they have time to get back with questions, she will then get back to us, and then she will go out for bids. Chair Deupree said to get back to Ms. Pohlman McQuillen to let her know your recommendations. He said he had no idea how many we'll get back and asked the Committee how they would like to screen them. Mr. Luster suggested they select a few people

from this Committee to screen and get down to three to bring back to the group. Everyone agreed with this suggestion and selected Mr. Luster, Ms. Scott Hoag, Ms. Flanagan, Ms. Kulinski and either Ms. Klein or Mr. Ammon. Ms. Pohlman McQuillen said the Purchasing Manager will come up with a screening tool for them to use. Chair Deupree said Ms. Pohlman McQuillen would get back to these people with screening dates.

Citizen Participation and Announcements. Ms. Flanagan said there is a similar group meeting whose focus is on 51.15.

Time and Date for Future Meetings. The Committee agreed to meet on the second Friday of the month at 1:00 P.M.

Adjournment. The meeting adjourned at 4:13 P.M.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

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