



Clinton County Justice Coordinating Commission
Clinton County Courthouse
612 North Second Street, Suite 103
Clinton, Iowa 52732

(563) 243-6210 ext. 4310
ccjcc@clintoncounty-ia.gov

MEETING MINUTES

Date: November 16, 2017

Time: 8:30 AM

Location: CCC-Tech Center (Room 15)

Members Present: Kim Ralston, Rick Lincoln, Dan Srp, Craig Eberhart, Kim Hess, Carole Dunkin, Dave Porter, Gabe Gluba, Kelly Greenwalt, Phil Tabor, Becky Eskildsen, Mark Lawson, Jack Wolfe, Mike Wolf
Staff Present: Margaret Kuhl, Amanda Pearson

Quorum: yes (12)

Call to Order, Introductions and Approval of 9/21/17 Minutes

Chair Srp opened the meeting at 8:32 AM with introductions. A motion to approve the September 21, 2017 minutes was moved by Sheriff Lincoln and seconded by Chief Porter. Motion passed - all ayes

Review Goals/ Action Steps from 2017

Alternative Sanctions: With the new law center there may be different uses of the available meeting rooms. Scott County is working on a pre-trial release program through Corrections on risk assessment. Scott County has done a lot of programming that has been working well so they do not think they will need to reinvent the wheel if they can receive information from Scott County. An assessment would be done on site by law enforcement if an arrest is needed on site or scheduling a court date later.

Court Issues: Currently in the early stages of the Public Service Assessment being piloted by Scott County. Currently data and statistics are being gathered on pre-trial releases. Working on getting Judge Barrow to come and speak at an upcoming CCJCC meeting. The Zuercher software has gone smoothly and the evidence viewing access issue with the County Attorney's Office is being worked through.

Jail Facility: A transitional plan is underway and now on hold. The jail staff has been trained and they now need to know the layout of the jail to move forward in order to be ready for the new law center. The strategic goals will be similar for 2018 in addition to having a team that works with the jail to get them moved into the new law center, building construction, working with the mental health people, working on getting a program setup in the jail and a soft opening of the new law center. Staff will need time to train in the building before officially moving forward in the building. Lt. Eberhart and Sheriff Lincoln discussed an in depth 4-day training from the National Institute of Corrections (NIC) for the Correctional Officers in the new law center. There has also been some staff movement in the Sheriff's Office due to retirements.

Mental Health/Substance Abuse: Stepping Up has had a lot going on this year. The Iowa Summit was attended. There are two upcoming Crisis Intervention Trainings (CIT) coming up that are available to local law enforcement. There was also mental health training available. Building a therapeutic environment within the jail has been a work in progress and will continue throughout the next year. Housing is also on the radar to work on during the next year. At a recent Mental Health Regional meeting there was discussion on the budget and there was a fund surplus of \$12.5 million. The region is looking for ways to invest the available funds before the state will come in and determine the levy. Chair Srp provided some updates on the mental health levy. There was discussion on why the open Justice Involved Care Coordinator position has not been filled. This position is being funded through the Mental Health Region. There was feedback from some in the group that the pre-screening/assessment job requirement is making it hard to find an interested and qualified person.



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Committee Reports and Discussion

- Courts: There was a meeting November 14th. The next meeting is scheduled for February 13th.
- Jail Facility & Planning: Updates stated in agenda item below,
- Mental Health/Substance Abuse: The next meeting is Tuesday, November 21st at 8:15 AM,
- Citizen Members: No updates,
- CCJCC: The Substance Abuse Mental Health Service Administration GAINS Center grant was submitted. This grant involves the Sequential Intercept Model which works with those inmates that have been released from jail that go back into the community to avoid them from coming back to jail.

Replacement Law Center Facility – Jail/ CCSO/ 911 Communications/ Emergency Management Agency & EOC

- Project Progress: The law center project is progressing with the preparation for the floors and jail cells. The steel structure and roof will begin after the cells are set. The jail cells are expected to be delivered the second week of December. Attorney Wolf suggested periodic updates sent out to the public to communicate the law center progress to help eliminate negative comments. There is a law center planning meeting scheduled Monday, November 20th.
- The timeline for the project completion is still on track by November/December 2018.
- Shuttle bus/parking: The parking lot available to park in will be switched over to the south parking lot on the Monday after Thanksgiving, November 27th. The tires, breaks and ball joints have recently been replaced on the bus. There were suggestions to have a phone number included on the sign in the parking lot to call for the shuttle bus service. It was suggested to put a bench between the Courthouse entrance and the north handicap parking lot.

Programs/ Initiatives discussion

- Stepping Up: Chair Srp is attending the Maricopa County Peer Exchange in Arizona at the end of this month. If anyone has specific questions or concerns, Chair Srp can bring back those details from the meeting.
- Iowa Stepping Up Summit: There is a meeting Monday, November 20th in the BOS Conference Room at the Administration Building. Discussion during the past six meetings was how to screen those people that law enforcement respond to frequently. Another tool the meeting group would like to look further into is utilizing the Zuercher system to collect data about those people that are frequent inmates.
- 3DaysCount: This initiative is to determine if an officer needs to arrest someone. One main issue of putting someone in jail is the inmate may lose their job. The next issue is posting bond and some people having the privilege of getting out of jail because they have money while another inmate cannot be released because they do not have enough money. The third issue is an inmate doing a serious crime that is eligible to be released from jail because they have money to pay for their bond. Instead of putting them in jail, it is suggested to issue the person a citation and have a court date setup.



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Strategic Goal Setting for 2018

Discussions took place with the committees for 2018 planning.

Overview of 2018 Goals – Presented by Committees

Alternative Sanctions: Goals are to continue working with the work release EMP Program, specialty court that cover various kinds, take advantage of the community service program, pre-trial release options.

Court Issues: Goals are pre-trial release options, reviewing citation options, explore the Advocacy Program Coordinator position, and maintain communication between courts and jail concerning transport of prisoners.

Jail Facility: Some of the goals stayed the same with the addition of a transitional plan to move into the new jail, having a soft opening and grand opening

Mental Health/Substance Abuse: The current goals stayed the same and added to the list was pre-screening and developing the pre-screen tool. The action steps have been updated.

Appointment/ Selection of Officers

- A motion to nominate Chief Dave Porter as the Chairperson was made by Judge Tabor and seconded by Becky Eskildsen. Motion passed - all ayes.
- A motion to nominate Chair Dan Srp as the Vice Chair was made by Judge Tabor and seconded by Becky Eskildsen. Motion passed - all ayes.
- A motion to nominate Amanda Pearson as the Secretary was made by Kim Hess and seconded by Judge Lawson. Motion passed - all ayes.

Set Meeting Schedule for 2018 & Approval of Budget

The 2018 Annual Strategic Planning Session will be moved to the afternoon on Thursday, November 15th 2018 to begin with lunch at 12:30 PM. The schedule to meet every other month works well and was recommended by Chair Srp to continue. The 2018 meeting dates are January 18, March 15, May 17, July 19, and September 20 at 3:30 PM.

The Court Issues Committee will change the meeting start time to 3 PM, instead of 3:30 PM moving forward.

Review of Committees & Membership

There was discussion on the 2018 budget and Margaret stated it will be a similar amount as the 2017 budget. The budget will be brought to the Commission in January for approval. Craig Eberhart's name will need to be replaced with "Jail Administrator" due to his retirement in December. Tara Sbertoli's under the Jail Facility & Planning Committee needs replaced with "Amanda Pearson". All committee Chairs will stay the same except for the Jail Facility & Planning Committee, Craig Eberhart's name needs removed as Chair.

Appreciation remarks were made by Supervisor Srp, Sheriff Lincoln and Judge Tabor on how well this commission works well together as a team.



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Open Forum

Lt. Eberhart reported that inmates in the jail are now allowed to text family while in jail through tablets that only have the access to send and receive text message. The inmate is responsible for paying for the text messages he or she sends out. Each text is \$0.09 with a \$4.00 registration fee. All texts can be monitored. This text message access is to improve discipline with the inmates. Any money they put on the device is non-refundable. There are future possibilities to expand the technology options on these tablets for inmates.

A redundant system will be used in EDMS when patches are being made in the system. This update stems from system issues during an entire week in October that affected the county and the state of Iowa.

Craig Eberhart's last day will be December 8th due to his retirement. His hard work and humor for 30 years have been greatly appreciated!

Closing Remarks & Adjournment

The meeting adjourned at 11:26 AM. The next meeting is scheduled for Thursday, January 18, 2018 at 3:30 PM

Amanda Pearson