



## CCJCC Strategic Plan for 2017

Developed at Strategic Planning Session held November 10, 2016

### Alternative Sanctions:

Strategic Goals:	Action Steps:	Timeline/area of responsibility :
1. Review Electronic Monitoring Program (EMP) and Work Release (WR)	Jail, County Attorney's Office and Court review procedure and implement plan	90 days
2. Plan for "in house" services and reintegration out of jail services	A. Work with "construction phase" (of Law Center) to plan programs, space and providers. B. Begin provider recruitment	18 months Committee
3. New Pre-trial release grant/monitor	Plan for needed information to apply for grant.	One year Committee

### Court Issues:

Strategic Goals:	Action Steps:	Timeline/area of responsibility :
1. Study Pre-trial release options	A. 3DaysCount/EMP B. Special meeting including key players	Throughout 2017 Committee
Explore & possibly develop Advocacy Program Coordinator	A. Identify partners B. Explore funding	Throughout 2017  Committee
2. Smooth integration of new RMS software (Zuercher replaces Sleuth)	A. Research effect on Clerk, County Attorney and Probation.	Goes live March, 2017

**Jail Facility:**

<b>Strategic Goals:</b>	<b>Action Steps:</b>	<b>Timeline/area of responsibility :</b>
1. Transitional plan to move into new facility	National Institute of Corrections (NIC) "How to Occupy a New Institution" (HONI) team works with Clinton County	One-two years/Jail Administration
2. Continuity of operations during construction	Communicating with stakeholders	Duration of construction/CCJCC Coordinator
3. Establishing protocol of programming spaces	Coordinate with MH/SA subcommittee and Alternative Sanctions	One year - MH/SA and Alternative Sanctions; Jail Administration
4. Soft opening/Grand opening	Start general conversation	Jail Facility & Transitional Team

**Mental Health/Substance Abuse:**

<b>Strategic Goals:</b>	<b>Action Steps:</b>	<b>Timeline/area of responsibility :</b>
1. Divert individuals with MH and SA issues to more appropriate services.	A. Stepping Up Initiative B. Train local person to provide training to Law Enforcement on Behavioral Health related interventions. (ACES; CIT; MHFA)	A. one year  B. two years  <b>Committee</b>
2. Build a therapeutic environment within the jail.	A. Develop MH/SA treatment programs for individuals in jail 1. Recruit providers 2. funding B. Provide treatment in the jail - 1. need for Social Worker 2. hours needed for SW/medical staff C. Reentry Program 1. Reentry Coordinator 2. Coordinate individuals' connection to housing; services, etc.	Two years  <b>Committee</b>



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## MEETING MINUTES

**DATE:** November 10, 2016  
**TIME:** 8:30 a.m.  
**LOCATION:** CCC – Technology Center Room 15

**Members Present:** Kim Ralston, Dan Srp, Dave Porter, Craig Eberhart, Kim Hess, Phil Tabor, Kelly Greenwalt, Rick Lincoln, Becky Eskildsen, Jack Wolfe, Leslie Mussmann and Gabe Gluba

**Members Not Present:** Co Attorney, and Citizen.

**Staff Present:** Margaret Kuhl, Coordinator; Corey Johnson, County Maintenance

**Guests Present:** Tom Determan

**Quorum:** Present Yes

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### I. Call to Order & Introductions

The meeting was called to order at 8:30am by Chair Kim Hess. A quorum was present. Discussion was held on ways to schedule future meetings and send reminders as there has not been a quorum at past meetings. Members need to have an Alternate who can attend the meeting in their absence to ensure that we have a quorum at future meetings.

### II. Year in Review

The biggest accomplishment this past year is passing the Law Center Referendum which was approved by 73.9%. This was accomplished by providing tours of the current jail, holding public forums and media releases. Clinton County received an upgraded bond rating from AA3 to AA2 which impacted the interest rate on the bonds so that it is now 2.72%. The winning bidder was Beard out of Wisconsin. A shuttle bus was recently purchased to provide transportation for employees and the public during the construction of the new law center. A media release will be going out to inform employees and the public that there will be parking available at the Alliant Ball Park and that there will be a shuttle bus to transport them to the court house. Mental Health/Substance Abuse continues to be a big issue with 20% of the population using 80% of the services. Margaret Kuhl is attending monthly ITAC meetings in Des Moines. There are slots available in Johnson County this upcoming year to have some Officers from the Sheriff's Department and/or Clinton PD attend CIT training. This is still being coordinated. Finally there were two Freedom of Information Act requests this past year.

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### III. Review Goals/Action Steps from 2016

Alternative Sanctions – They have not met this past year. There was discussion about who will work in the programs for the jail. Will it be Alternative Sanctions or Mental Health Substance Abuse? It was agreed that these two committees could work together on developing the programs for the jail.

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Court Issues – Weekend Court Skype is up and running. Judge Tabor did a lot of work on getting this program started and he thinks that it is working very well. Other Judges are also getting comfortable using it. The Warrant List is an ongoing project and they periodically go through it. The EDMS has worked really well with going through the warrants and they have dismissed some from as far back as 1972. The County Attorney's office cleaned up 100 Felonies. They don't know how many outstanding warrants there still are as no one kept track. Tara Sbertoli developed a program to see if a person could be located but we are not sure that it is being used.

Jail Facility - All strategic goals were met and succeeded with the exception of the Public Safety Authority.

Mental Health/Substance Abuse – During the development of the plan for the Law Center there were a couple of good meetings that the MH/SA Committee members and providers attended. There was good discussion between them and the jail staff and it helped to have their input on the size and space of the meeting rooms. They ended up with one large classroom and two smaller therapeutic rooms. There was some discussion about the jail staff's concern that these programs will actually be utilized. Dan Srp commented that the programs offered in the jail could be a huge positive impact on the inmates and the community. There was discussion about using the Sequential Intercept Model while developing the Stepping Up initiative. There is now a subcommittee working on this.

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#### **IV. Committee Reports & Discussion**

Court Issues – At the last meeting there was discussion about parking and transportation during the construction of the Law Center. Also discussed a drop off area for Court Reporters, Judges, etc. to park temporarily while they bring items into the court house. They are looking into "3 Days Count" which Dave Porter previously presented to the group. Their next meeting is February 14, 2017.

Jail Facility & Planning – There was another meeting with Shive Hatery to discuss locks, windows, cameras and detention issues. They only had to add one door so they are happy that the blueprint is almost finalized. It has been a very educational process. In the new law center there will be an intercom in each cell. The control room will have a visual of all of the cells. The cells will have more glass so that the Officers in the control room will be able to see them. When an inmate pushes an intercom that camera will become the primary visual in the command center.

Mental Health/Substance Abuse – Their next meeting will be on Tuesday, November 15<sup>th</sup>. They did form a subcommittee to work on the Stepping Up Initiative.

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#### **V. Replacement Law Center Facility – Jail/CCSO/911 Communications/Emergency Management Agency & EOC**

The architectural drawings are not final yet.

There will be a media release going out today to notify staff and public of parking changes. There will be no parking for staff on site at the court house with the exception of some spaces for Emergency Management employees who come in overnight and spaces for the Sheriff cars. There will be 37 parking spots available for the public only

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and 5 of these will be reserved for handicapped parking. There have been safety concerns brought up by some employees about riding the shuttle bus with members of the public who are coming to or leaving the court house and may be upset for some reason such as the outcome of a court case. There will be security nearby and there will be signs posted on the shuttle bus informing people that if there are any incidents on the shuttle bus that criminal charges will be pressed. It is felt that some of these concerns will be alleviated within a few weeks of the parking changes starting. Since there will be some public parking available at the court house defendants, witnesses, etc. will most likely park there.

There was discussion about the four (4) bid packages that will be going out. The first one addresses the stability of the ground and will go out at the end of November. There are only 3 companies who know how to do this so the contractor will not be local. The second bid is the footing package for the building and will go out mid November and should be approved by mid December. The third bid is for the detention package which includes the doors, locks, etc and this will go out in November as well. It is important that this be bid out before January 1<sup>st</sup> to get the current prices. This will not be a local company either as there are no local companies that produce these specific items for a jail. The final bid packages will be for electric, plumbing, etc and these will go to local contractors. These should go out in February and then awarded by the Board of Supervisors by April. There was also some discussion about looking at an expansion package if the funds are available as it would be a cost savings if it was done now. Finally there was discussion about the program area of the new facility. We need to start now in developing the programming that will be offered. Other counties have a Program manager/Officer who coordinates the different programs that will eventually be offered so we will want to consider having this position also.

## **VI. Program(s) discussion**

Chief Dave Porter updated us on the "3 Days Count" program. Clinton County would be a good place for a trial project. Statistics have been gathered through the use of electronic monitoring and by setting exclusionary zones that notify law enforcement when the person enters an area that they do not belong. There would be a potential for saving money and it provides an advantage to law enforcement by reducing recidivism rate because individuals are monitored more closely. It could possibly allow for more individuals to be released on pretrial release. Statistics have shown that in by using this program the failure to appear rate has gone down over the last eight years. There was discussion about trying to find a grant to start a pilot project in Clinton. Individuals are billed by the number of pings received from their bracelet but if we had a grant there may not have to be a fee. The staffing would be through the Probation Office which may need additional staff in order to oversee it. It was agreed that we should continue to look into the "3 Days Count" program and that it should be assigned to one of the committees. We also discussed the Crime Victim Advocate Program which is a grant funded program that focuses on Family Justice. It involves having one person that advocates and coordinates all of the necessary services. It was agreed to put this under

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the Court Issues Committee to continue looking into.

**VII. Strategic Goal Setting for 2017**

The four committees broke out into groups and developed their Strategic Goals for 2017. The goals were reviewed and Margaret Kuhl will put them all together to present at our next meeting.

**VIII. Appointment/Selection of Officers**

Dan Srp will be the Chair for 2017. Sheriff Lincoln nominated Dave Porter to be the Vice Chair and Judge Tabor seconded the nomination. The Commission as a whole voted and Dave was elected to be the Vice Chair for 2017.

**IX. Set Meeting Schedule for 2017 & Approval of Budget**

There was discussion about changing the CCJCC meetings from monthly to quarterly. Kim Hess stated that she believes that we need to continue meeting monthly until the Jail is built. Judge Tabor thinks that we are running efficiently enough to have meetings every other month. He could see the committees meeting more often. The importance of people attending the meetings if they we reduce the number of CCJCC meetings that we have was discussed. There was discussion about allowing people to be able to participate by phone. The idea of doing e-votes was also recommended if something comes up that we need to vote on but there is not a meeting scheduled. There was a question raised as to whether we can e-vote because we are a public entity. Margaret Kuhl will look into what changes would have to be made to the By-Laws and will also check with Mike Wolfe regarding our ability to e-vote. We discussed moving the meetings to every other month at 4:00 p.m. on the 3<sup>rd</sup> Thursday of the month except for November when we would meet at 8:30 a.m. on the 2<sup>nd</sup> Thursday of the month. There was some concern that if we move the meeting to 4:00 p.m. that we will not have time to have any special speakers. It was agreed that we would discuss this further next year and also put approving the meeting dates for 2017 on the December agenda.

**X. Review of Committees & Membership**

It was agreed to take off the Public Safety Committee. Discussion was held about combining the Personnel Review Committee and Personnel Selection Committee. We agreed to continue looking into this. We reviewed the members of each committee and made some additions where necessary. There was a question about having an alternate for the Personnel Review Committee if the Chair is a Board of Supervisor. Sheriff Lincoln informed the group that Community Member, John Deckert is resigning.

**XI. Open Forum**

It was announced that the King House will be having an Open House on Wednesday, November 16<sup>th</sup> from 11:00 a.m. to 1:00 p.m. to celebrate their 50<sup>th</sup> year of being open

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and providing services in Clinton County. We reviewed the items on the agenda for our December 2016 meeting. We will take action and vote to approve strategic goals at this meeting. Everyone is too bring the name of the person who is there alternate and will attend meetings in their absence. We have been invited to participate in a Behavioral Health Round Table the Shive Hatery is putting on in Des Moines on December 6<sup>th</sup> from 11:30 a.m. to 2:00 p.m.

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**XII. Closing Remarks & Adjournment**

Sheriff Lincoln motioned to adjourn the meeting and Judge Tabor seconded the motion. Meeting adjourned.

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Next meeting: December 15, 2016 3:30pm Room 139

**Kim Ralston**