



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:** December 20, 2019      **Time:** 9 AM      **Location:** Clinton Community College – Room 139

**Members Present:** Maribeth Bousman, Tom Determan, Steve Diesch, Tom Eberly, Bill Greenwalt, Kelly Greenwalt, Brian Grell, Marlita Greve, Paul Hammond, Kim Hess, Rick Lincoln, Charlene Nicoletto, Tom Paarmann, Dave Porter, Kim Ralston, Joe Raaymakers, Dan Srp, Mike Wolf

**Staff Present:** Vacant (Coordinator), Amanda Schwartz (Secretary)

**Press:** Not present

**Quorum:** Yes (11 present, 9 needed)

### I. Call to Order, Introductions

Chief Porter opened the meeting at 9:00 AM with roll call.

### II. Approval of 7/18/19 Minutes

A motion to approve the July 18, 2019 minutes was moved by Sheriff Lincoln and seconded by Deputy Chief Greenwalt. Motion passed - all ayes

### Approval of 9/19/19 Minutes

A motion to approve the September 19, 2019 minutes was moved by Kim Hess and seconded by Judge Greve. Motion passed - all ayes

### III. Financial Report

Lt Paarmann reported the current remaining budget amount is above budget. The budget is currently at 69% with \$67,290.19 remaining. At the end of November the budget should have at least 58% remaining. Even though the budget line items are over due for the shuttle bus drivers' wages and fuel expenses, the budget is still on track at this time due to having the Coordinator position vacancy. A motion to approve the balance was moved by Supervisor Srp and seconded by Sheriff Lincoln.

### IV. Committee Reports and Discussion

- **Alternative Sanctions & Diversions:** The last meeting was held in the fall, discussion went well. There will be a meeting scheduled for January.
- **Court Issues:** Topics discussed from the last meeting were shared by Kim Hess.
- **Jail Programming & Reentry:** The jail is exploring other options for a Program Coordinator/Mental Health Coordinator and the structure of the programs.
- **Mental Health/Substance Abuse:** Supervisor Srp stated the group is advocating funding from the state level for program funding. Kim Ralston updated the group on the Medicated Assistance Prescription Program (MAP) through MercyOne with New Directions starting another program in the future. She also shared information about the Court Ordered Substance Abuse commitment orders regarding communication issues between the hospital and Bridgeview regarding reports. The group would also like to meet again to discuss inmates sitting in the jail for a long period of time due to mental health.

### V. CCJCC Assessment

Tom Eberly from the Justice Management Institute met with stakeholders over the past few days to gather their feedback on the future goals of the Justice Coordinating Commission due to the resignation



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of the Coordinator. Mr. Eberly provided some handouts to use as an aid for the 2020 Strategic Plan along with a power point presentation. The presentation included an introduction of JMI and the current CCJCC high functioning factors. Areas that could be improved are having an executive committee, use of system to collect data, not having all stakeholders participating, not understanding the CCJCC role and lack of support for the coordinator position. Mr. Eberly suggested the group to continue the commission.

Based on the coordinator position vacancy and the goal to start a Programming coordinator position in the jail, he suggested the coordinator position vacancy can be realigned to do the following tasks due to financial constraints. The position realignment would combine the CCJCC coordinator and Programming coordinator positions combined:

1. Managing the inmate population level
  - a. Leading jail population review team
  - b. Navigating supported releases in the community
2. Developing and sustaining programming services for the inmate population
  - a. Identifying community partners to provide services in jail
  - b. Coordinating service delivery in facility
3. Providing staff support for the CCJCC and its standing committees
  - a. Pursuing initiatives to improve the justice system

Discussion occurred on who the coordinator position would report to in order to make sure tasks are being completed. Some members stated a change in the position's job goals and focus is needed. There was also discussion if the commission is still needed before seeing if there is value to have a realigned position. Some group members shared their thoughts on the importance of the commission. There was a verbal group vote to determine if the commission should continue. The 11 voting positions present all voted in favor of keeping the Clinton County Justice Coordinating Commission (Srp, Greve, Lincoln, Hammond, Wolf, Porter, Hess, Ralston, K. Greenwalt, B. Greenwalt, Bousman). The 11 voting positions present also voted on whether to approve the suggested combined position as a strategic initiative to continue working on. The vote was moved to be added to the strategic goals with a vote of 10 members voting yes (Srp, Greve, Lincoln, Hammond, Porter, Hess, Ralston, K. Greenwalt, W. Greenwalt, Bousman) and one member voting no (Wolf).

#### **VI. Review/Discussion and Possible Adjustment of Multi Year Strategic Plan**

Mr. Eberly reviewed the different strategic goal options he compiled from meeting with the stakeholders for the four different commission committees. The group reviewed the different goals and selected their priority goals. He also noted the Programming Coordinator position would be added to the annual strategic goals. A member from the 11 present voting positions each selected 4 goals on the committee lists to narrow down the focus for the 2020 strategic plan. Mr. Eberly will compile the final selections with some examples for the group to complete the rest of the annual plan.

#### **VII. Discuss Coordinator's Position**

This was discussed earlier in the meeting.



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**VIII. Selection of Officers for 2020**

Chief Porter's term ends the end of this meeting. He has passed the Chair position to Supervisor Srp who was the current vice-chair. Supervisor's Srp position will be a term of 2 years. This change leaves an opening for Vice-chair. The vice-chair will run for 2 years prior to moving into the position of commission chair. Chief Porter opened up motions for a new vice-chair. Chair Porter made a motion for Lt. Hammond to be vice-chair. The motion for vice-chair was tabled for the next meeting.

**IX. Set meeting schedule and location for 2020**

The group voted to meet again in February 2020 and then every other month (February, April, June, August, October, December). The location will be in the Large Conference Room/EOC at the new Law Center.

**X. Review By Laws**

This will be tabled to the next meeting.

**XI. Budget discussion**

Budget worksheets are due January 8, 2020. Supervisor Srp, Sheriff Lincoln, Attorney Wolf, Kim Hess, Judge Greve and Lt. Paarmann will meet the first of the year to make budget decisions.

**XII. Open Forum**

Supervisor Srp suggested adding the "Executive Committee" to the next agenda. He also suggested adding an agenda item to discuss the legalization of recreational marijuana in the state of Illinois.

**Adjournment**

A motion to adjourn was made by Sheriff Lincoln and seconded by Deputy Chief Greenwalt. The meeting adjourned at 12:00 PM. The next meeting is scheduled for Thursday, February 20, 2020 at 3:30 PM. The location will be at the new Law Center in the Large Conference Room/EOC on the second floor. Agenda items are to be emailed to Amanda Schwartz.

*Amanda Schwartz*