

Criminal Justice Collaborative Council

CJCC Steering Committee Meeting Minutes

Administrative Building, Lower Level Conference Room
220 N. Main

August 11, 2006 -7:30 a.m.

Members Attending: Archie Brown (Circuit Court Chief Judge), J Cedric Simpson (District Court Presiding Judge), Bob Guenzel (County Administrator), Lloyd Powell (Public Defender), Dan Minzey (Sheriff)

Members Absent: Brian Mackie (County Prosecutor)

Others Present: Scott Patton (CJCC Staff-via conference call), Kenita Montgomery (CJCC Intern), Herb Mahony (Undersheriff), Delphia Simpson (Public Defender's Office)

Meeting Convened: 7:43 a.m.

Steering Committee Chair Archie Brown chaired the meeting.

Supporting Documents

Attendees were given the following documents

- Jail-Population Manager Position Description
- Draft Full Council Agenda

I. Jail-Population Manager

Scott Patton briefed the group on the latest developments with regards to creating a Jail-Population Manager position description. Scott stated that he researched other position descriptions from around the country to get a sense of a viable description and contacted the NIC. Scott then indicated melded his external research with CJCC internal discussions to procure a position description.

Scott Patton stated that a jail-population manager would be responsible to for two key processes:

- 1) Analyzing aggregated jail information and identifying trends.
- 2) Looking at individuals within the jail and identifying those eligible for jail diversion.

Scott Patton reported that description prescription will go before the Board of Commissioners for approval, and if given their approval, the position could be filled as soon as November. Scott stated that in order for the position to be successful, the applicant who fills this position will need three things:

- 1) Information
- 2) Access to policy makers
- 3) An element of independence

Scott reported that he would create a memo of understanding that would capture these requirements.

Discussion ensued about the position description. Bob Guenzel expressed several concerns. Bob indicated that several items should be clarified in the memo of understanding, including the manager's relationship with Community Corrections and the potential salary for the position.

Dan Minzey inquired about where will the manager will be placed or housed. Dan expressed that this is important given that it may affect the comfort level of the person working. All applicants should be notified that they will be located at the service center beforehand.

Herb Mahony elaborated on Dan Minzey's point and offered that the position should explicit spell out that applicants will need the willingness to work within the confines of a correctional facility. If this is posted upfront, it will forestall later applicant issues.

Criminal Justice Collaborative Council

Further discussion ensued. Archie Brown requested clarification on several points, including the specific role of the manager. Scott Patton indicated that the jail-population manager would not replace other agencies, but will operate as a coordinator/in an oversight position.

Herb Mahony inquired as to whether Scott Patton has been able to identify a pool of applicants that would be viable candidates to fill this position.

Scott Patton expressed that he did not get the impression that this would be an easy position to fill from his research of other counties.

Archie Brown inquired as to whether Scott believed that the position description was ready to be brought before the full committee next full council meeting.

Scott Patton replied that it would be of value to bring it before the full council in order to gain their supports and hear their feedback. Scott stated that he would draft the memo of understanding and a list of competencies.

II. Boarding-Out Policy Evaluation

Scott Patton reported that when the original boarding-out resolution was passed, it stipulated that the administrator and the sheriff would give feedback in 3 months. Scott stated that the policy would be evaluated in September and inquired as to what role the CJCC should be in this process.

Discussion ensued about the policy. Herb Mahony reported that total population in jail seems to be increasing at an average of seven inmates per week, and that several exercise areas have been converted to dormitories to house inmates. Herb Mahony offered that it would be of value to bring to the Board's attention the internal costs of operating at such a high level of inmate population, and compare those to the cost of boarding out.

Herb Mahony indicated that he would prefer to report back to the BOC during the Board's second September meeting, after conferring with his colleges. Kenita Montgomery stated that she would assist with scheduling any necessary meetings.

Archie Brown offered that the system may be missing opportunities for alternative sanctions due to Community Corrections having exhausting their funds, and that now may be the prime time to push for a probation residential center.

III. Committee Updates

A. Pretrial Services Committee

Scott Patton reported that PreTrial Services Committee meeting, scheduled for August 9th had been cancelled. The intent of the meeting was to gather feedback with regards to the BOC's upcoming evaluation and funding decision.

J. Cedric Simpson stated that several things should be considered within the pretrial services evaluation. Specifically, J. Cedric Simpson noted that the Courts were now employing a notice system in lieu issuing arrest warrants. J. Cedric Simpson indicated that this change could have a tremendous impact on the pretrial services workload. However, the Court will be unable to generate any quantifiable data on the notice system for the BOC to really understand its effectiveness.

Bob Guenzel inquired about where does this put the CJCC in terms of reporting back to the Board of Commissioners. Scott Patton stated that the status of the program can be given back in written form. Bob Guenzel requested that Scott Patton to prepare a memo for him to give the Board of Commissioners, and that the evaluation will be postponed until October.

B. Information Sharing and Integration Committee

Criminal Justice Collaborative Council

Scott Patton reported that the Information Sharing and Integration Committee is currently working on a system that provides banding reports on a weekly basis. Scott indicated that this is progressing very well, and feels that it should be reported back to the full council. Scott Patton stated that the committee Chair, David Behen wanted to thank everybody for their involvement in this process.

VI. Full Council Agenda/Other Business

A. Public Engagement

Scott Patton briefed the group on the CJCC's efforts to enhance its public engagement. Scott Patton indicated that he feels that this may be a pretty lengthy discussion, particularly about the full range of criminal justice issues that the public is less aware of. Scott expressed that the CJCC should dedicate a good portion of time to this discussion at next meeting to come to a consensus on the key points that the public should be made aware of.

Bob Guenzel expressed concerns about public engagement plans possibly being premature in nature, given that several CJCC agenda items were still pending. The steering committee unanimously agreed to this point. Scott Patton indicated that he would remove it from the Full Council agenda.

B. Inmate Management

Dan Minzey reported that although the project has yet to be finalized, he would still brief the Full Council on the progress of the inmate management program.

Herb Mahony also requested that the judges give some insight as to whether or not the inmate management program is affecting their sentencing practices.

Bob Guenzel offered that the Full Council meeting should begin with the introduction of it the CJCC newest members.

Archie Brown stated the he would not be attending this meeting, and requested that Judge Simpson chair the meeting in case Wes Prater was also absent.

C. Michigan Prisoner Re-entry Initiative

Herb Mahony inquired about the State's perspective on the MPRI.

Scott Patton indicated that he was going to have the community coordinator to come in to address any concerns. It will be added to a future CJCC agenda.

Adjourned 8:59 a.m.

Next Steering Committee meeting 9/8/06.