

# **Criminal Justice Collaborative Council**

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Meeting Minutes  
August 18, 2006  
200 North Main Lower Level Conference Room  
Ann Arbor, MI  
7:30am – 9:00am

**Members Present:** Dan Dwyer (Trial Court Administrator), Barbara Ryan Fuller (Public Representative), Wesley Prater (Board of Commissioners, Chair), John Shea (Attorney, Bar Association Representative), J. Cedric Simpson (District Court Presiding Judge), Paul Bunten (Chief of Police, City of Saline), Patrick Hughes (Department of Corrections Probation), Brian Mackie (County Prosecutor), Barbara Levin Bergman (Community Corrections Advisory Chair), Lloyd Powell (Public Defender/Defense Attorney), Dan Minzey (County Sheriff), Bob Guenzel (County Administrator), Charlie Pope (14B District Court Magistrate)

**Members Absent:** Lawrence Kestenbaum (Clerk/Register), Archie Brown (Circuit Court Chief Judge), Kathy Reynolds (Executive Director, WCHO), Ann Mattson (15<sup>th</sup> District Court Judge)

**Others Present:** Julie Chaffee (Director, Community Corrections), Karen Edman (Chief Deputy Clerk/Register), Kirk Filsinger (Jail Commander), Scott Patton (CJCC Staff), Karen Korte (Sheriff's Department), Kerry Sheldon (Management Analyst), Delphia Simpson (Public Defender Manager), Rick Visel (Director, Correctional Services), Gary Greenfield (Sheriff's Office), David Behen

## **Supporting Documents**

### **Call to Order**

Vice Chair Wes Prater called the meeting to order at 7:37am

### **I. Introduction of New Members**

Bob Guenzel requested that group do individual introductions in light of the recent additions of the 14B and 15<sup>th</sup> District Courts to the CJCC.

### **II. Approval of Minutes**

The motion to approve the minutes of the July 21, 2006, CJCC Full Council meeting was made by Wesley Prater, seconded by Barbara Ryan Fuller; approved by CJCC members.

### **III. Public Participation**

None.

### **IV. Action Plan Update**

#### **Jail Population Manager**

Bob Guenzel requested that group members refer to the draft Jail Population Manager position description for this portion of the meeting. Bob Guenzel stated that the creation of this position was the result of widely supported recommendation from the CJCC retreat. Bob Guenzel stated that the idea was to have a person whose sole responsibility was to manage the jail population. Guenzel offered that the intent is not to diminish the responsibility of those that already have some role in managing the jail population. Guenzel offered that ultimately, that the jail is too small, but this position can make inroads on the margin.

Bob Guenzel indicated that the individual in this position would report to his office, but the CJCC steering committee will manage the work plan of the position. This allows the manager to build a rapport with the elected officials, and gain the trust needed to be an effective manager.

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Bob Guenzel stated that if the CJCC supports this initiative, the position could be filled by the end of the year. Guenzel indicated that the County has the budget to fund the position for the rest of 2006, but would have to ask the BOC to allocate approximately \$100,000 for the position in the 2007 budget.

Scott Patton briefed the group on the process he employed to create the 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.

Discussion ensued about the position. Barbara Fuller inquired as to whether or not the position would be filled by one person. Bob Guenzel replied that the position would be filled by one individual, but the person would call on the resources from various County departments.

Mike Moran inquired about the Sheriff's perspective on the matter. Dan Minzey expressed that he believes that this is a sound idea. Dan stated that much of the work/data accumulated is fragmented, and this is a frustration of the sheriff's department. A Jail Population Manager would provide one focal person to oversee all of this.

The motion was made to recommend to the Board of Commissioners to create and fund the Jail Population Manager position by Barbara Levin Bergman, seconded by Paul Buntun, and unanimously approved by the CJCC members.

### **IV. Inmate Management**

Dan Minzey reported that following the CJCC retreat, he and his staff developed a "report card" system to effectively manage the behavior of the inmates. Dan Minzey stated that the intent was to place the responsibility in the hands of the inmates, and to allow them to have an official log of their behavior throughout incarceration when they go before judges for early release. Dan indicated that the program is not yet complete, but he wanted to brief the CJCC on the progress thus far. Dan stated that once the program is complete, the sheriff's department will present the complete plan to the CJCC.

Discussion ensued about the inmate management program, and committee members brought up several concerns.

Judge Simpson inquired about who would actually fill out the cards. Dan Minzey replied that there would be a system where particular marks that are held by certain officers based on the behavior they are monitoring.

Barbara Levin Bergman expressed concerns regarding a component of the program dealing with religion, and cautioned that the jail system not endorse programs that are not all inclusive.

Julie Chaffee stated that Community Corrections would like the opportunity to work with the staff on this, because of particular funding requirements.

Dan Dwyer indicated that the circuit court bench has been clear about supporting the program, but judges will not be bringing people back in front of the bench for a hearing. Instead, judges will be conducting paper reviews.

### **V. Other Updates**

#### **A) Information Sharing and Integration Committee**

David Behen gave a brief update on the progress of the Information Sharing and Integration Committee has made on several projects. David Behen indicated, that the goal of the committee is two-fold:

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- 1) Bringing back data and information back to the CJCC to analyze.
- 2) Putting together action plan for integrating Washtenaw County's data system.

David Behen reported that, in line with the first goal, the committee has hired a local firm, Dataspace, that are experts in data warehousing. After review the work that Dataspace has done with Oakland County, the committee decided to contract with Dataspace to build a data warehouse and to help build reports. David reported that Dataspace is currently conducting discovery and analysis, and will deliver their discovery vision on August 31<sup>st</sup>.

In line with the second goal, David Behen reported that the committee is looking to contract with SEARCH, a nonprofit, no cost organization that will help integrate the County's data systems. David Behen also acknowledged the contributions of other committee members: Scott Patton's process mapping and Uma Harithsa's efforts to compile an inventory of the County's computer system by August 31<sup>st</sup>. David thanked the CJCC agencies for active participation of CJCC members and their staff in this project.

David Behen stated that the committee intends to bring Peter Dams back to look at the action plan in September to evaluate the committee's progress. Behen also stated that the committee was still looking for a project champion to take the lead on these projects, and to be a public face for the committee, as well.

### **B) Board of Commissioners Space Plan Update**

Bob Guenzel distributed a calendar of the proposed plan of action that the BOC has with regards to the County space plan. Bob Guenzel indicated that no action was need at the time on the part of the CJCC. However, Bob Guenzel requested to be placed on the September 15<sup>th</sup> Full Council agenda in order to brief the CJCC on the September 7<sup>th</sup> presentation to the BOC. Bob Guenzel also indicated that there will be a working session on October 5<sup>th</sup> and he invited the CJCC to attend and participate in the discussion of court space needs.

### **VI. Adjournment**

Wesley Prater moved for adjournment at 8:16 am.

### **Next meeting**

The next CJCC Full Council meeting is scheduled for Friday, September 15, 2006, 7:30am at 200 N. Main.