

Minutes
Eau Claire County
Committee on Judiciary and Law Enforcement
Friday, May 01, 2020 – 11:00 AM
Virtual Meeting via Cisco Webex

Members Present: Melissa Janssen, Sandra McKinney, Zoe Roberts, Connie Russell, and Gerald Wilkie.

Others Present: Criminal Justice Director Tiana Glenna, Register in Probate/Clerk of Juvenile Court Jean Gay, Clerk of Circuit Court Susan Schaffer, Admin. Services Division Manager Danielle Powers, District Attorney Gary King, and Eric Huse.

Call to Order

The meeting was called to order by Chairperson *pro tempore* Wilkie at 11:00 AM.

Call of the Roll

The Clerk called the roll. Attendance is noted above.

Confirmation of Public Meeting Notice

The Clerk confirmed this meeting was properly noticed to the public.

Public Comment

No public comment was made.

Election of Committee Officers

Chairperson *pro tempore* Wilkie opened the floor for nominations for Chairperson of the Committee. Supervisor McKinney nominated Supervisor Wilkie. Nominations were closed after three calls for additional nominations. Supervisor McKinney moved for vote; Chairperson *pro tempore* Wilkie called for a roll call vote: JANSSEN aye; MCKINNEY aye; ROBERTS aye; RUSSELL aye; WILKIE aye. The motion passed; Supervisor Wilkie was elected Chairperson.

Chairperson Wilkie opened the floor for nominations for Vice-Chairperson of the Committee. Chairperson Wilkie nominated Supervisor Russell. Nominations were closed. Roll Call vote. Nominations were closed after three calls for additional nominations. Chairperson Wilkie called for a roll call vote: JANSSEN aye; MCKINNEY aye; ROBERTS aye; RUSSELL aye; WILKIE aye. The motion passed; Supervisor Russell was elected Vice-Chairperson.

Appointment of Committee Clerk

Eric Huse was appointed Committee Clerk by Chairperson Wilkie, with consent of the Committee.

Appointment of Representative to Criminal Justice Collaborating Council

Chairperson Wilkie appointed, with consent of the committee, Vice-Chairperson Russell as the Committee Representative on the Criminal Justice Collaborating Council.

Approve Minutes from March 11, 2020 Meeting

Supervisor McKinney moved to approve the minutes from the March 11, 2020 meeting. The minutes were adopted as published in the meeting materials via 5-0 voice vote.

Department Introduction and Presentations

- **Clerk of Courts**
 - Clerk of Court Susan Schaffer presented an overview of the department. The Clerk of Courts Office is the official record keeper of the Circuit Court. They accept filings, send notices, and collect fines, fees, and forfeitures. The Committee asked general questions. Currently, the courts are still open and functioning while dealing with the various restrictions and changes brought by COVID-19 including no in-person court appearances and rotating department staff within the office.

- **Circuit Court**
 - Clerk of Court Susan Schaffer presented an overview of the Circuit Court. The Circuit Court, unless otherwise stated by law, has jurisdiction over all criminal and civil matters within Eau Claire County. As noted in the Clerk of Courts segment, the courts are still open and functioning while dealing with the various restrictions and changes brought by COVID-19. Zoom video conferencing has been utilized to accomplish court hearings. Other topics/issues on the horizon include installation of Digital Audio Recorders as there is a limited pool of court reporters available and the potential for the addition of 6th Circuit Branch. The previous projection was for the addition to occur in 2021. The Committee is unsure if that timeline will be adjusted now due to the COVID-19 pandemic.
- **Criminal Justice Collaborating Council**
 - Criminal Justice Director Tiana Glenna presented an overview of the Criminal Justice Collaborating Council (CJCC). Informational documents were provided prior to the meeting in the agenda packet. The CJCC was founded in 2006 with the intention to better the criminal justice system in Eau Claire County. The CJCC is comprised of elected officials in Eau Claire County in addition to public members. Selected highlights of the CJCC include Evidence Based Decision Making (EBDM) grant awarded in 2010. In 2013, the Community Service Program was added under CJCC. Also in 2013 a Data Analyst was hired.
- **District Attorney**
 - District Attorney Gary King presented an overview of the department and spoke to the information was provided in the meeting materials. The committee asked various questions of DA King.
- **Register in Probate/Clerk of Juvenile Court**
 - Register in Probate/Clerk of Juvenile Court Jean Gay presented an overview of the department. Separate, yet similar, to the Clerk of Court Office. The Register in Probate is an appointed position, appointed by the Circuit Court with approval of District Chief Judge. The office is the official record keeper of all Probate, Guardianship, Mental Commitment, and Juvenile proceedings. All proceedings, with the exception of Probate, are confidential.

Future Meeting Date

The next committee meeting is scheduled for Thursday, May 14, 2020. The meeting will occur between 10:30AM – 2:15 PM, with exact time to be determined.

The typical meeting schedule will be the fourth Wednesday of every month at 3:00 PM. The next regularly scheduled meeting will be June 24, 2020 at 3:00 PM.

Future Agenda Items

- Sheriff's Office Introduction and Presentation
- TRY Mediation Introduction and Presentation
- ACLU "Smart Justice" Presentation
- JONAH Presentation
- Stop & Think program Presentation

Adjourn

The meeting was adjourned by Chairperson Wilkie at 12:26 PM.

Respectfully Submitted:

Eric Huse

Eric Huse
Committee Clerk