



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:** July 19, 2018

**Time:** 3:30 PM

**Location:** Clinton Community College – Room 139

**Members Present:** Steve Diesch, Carole Dunkin, Gabe Gluba, Kelly Greenwalt, Kim Hess, Mark Lawson, Rick Lincoln, Dave Porter, Kim Ralston, Dan Srp, Phil Tabor

**Staff Present:** Margaret Kuhl, Amanda Pearson

**Quorum:** yes (11)

### Call to Order, Introductions and Approval of 5/17/18 Minutes

Chairperson Dave Porter opened the meeting at 3:32 PM with introductions. A motion to approve the May 17, 2018 minutes was moved by Judge Tabor and seconded by Supervisor Srp. Motion passed - all ayes

### Financial Report

Kuhl reported on finances. The ending balance for FY 2018 was \$248.12. The FY 2019 budget amount is \$102,024. A motion to approve the balance was moved by Gabe Gluba and seconded by Sheriff Lincoln.

### Committee Reports and Discussion

- Courts: The next Court meeting will be August 14<sup>th</sup>.
- Jail Facility & Planning: The majority of the housing unit has been bricked on the exterior. There is one open area that must remain open in order to get construction equipment and supplies in and out. The plan is to install steel on the north side of the building which will affect available parking spaces due some smaller construction equipment needing to be located in the parking lot. Phases to move into the new law center facility were briefly discussed. The timeline for project construction has been pushed back to April of 2019.
- Mental Health/Substance Abuse: There was not a meeting since the last CCJCC meeting in May. These meetings will be on hold at this time and instead focusing on the Stepping Up meetings.
- Citizen Members: No updates

### Stepping Up

- August 2, 2018 webinar available to participate. Sign up is available at [www.stepuptogether.org](http://www.stepuptogether.org).
- October 24, 2018 will be the 2<sup>nd</sup> Annual Iowa Stepping Up Summit in Des Moines.
- The group is continuing to meet with the community partners and treatment providers for Stepping Up meetings. The next meeting is scheduled for Monday, September 10<sup>th</sup>. Suggestions for other agencies or entities are welcome to attend. The group is working on having some medical professionals attend the meeting.

### Jail Overcrowding

Currently there are nine out of county inmates and two empty beds. There are 2 empty beds and 5-6 inmates there on misdemeanors. Chief Deputy Diesch updated the groups on a previous meeting



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question about where the current Inmate Medical Clearance report originated. Chief Deputy Diesch stated these questions are state required to complete at book in.

### **NNCJCC Annual Meetings**

Chief Porter and Margaret attended this meeting in Salt Lake City, UT. The meetings revolved around making sure the right people were included in the JCC group. They shared visit successes including:

- First Step House – Offers offenders to rebuild their lives and help them with their recovery
- Panel discussion on the Opioid litigation because Salt Lake County is part of that lawsuit
- They spend \$87 million annually on direct services for homeless individuals. That does not include law enforcement or jail.
- The use the no credit no blame to make sure the group worked together to address issues
- The structures and goals of other organizations to establish their strategic goals

### **Review of 2018 Strategic Plan**

Chief Porter would like Margaret to send an email out to the CCJCC group. He asked all individual members to respond to Margaret their top 3-5 goals are for the 2019 Strategic Planning Session. The Strategic Plan is scheduled for November 15, 2018 from 12:30-4:00 PM.

Chief Porter suggested and discussed having a Program Manager hired on when the new jail opens up to help develop and facilitate the programs for the jail. Even though the Chief Deputy is supportive of the jail programs, he suggested waiting on starting the programs until 2-3 months after the jail is open to make sure the daily operations are in order.

Margaret updated the group that she is working on setting up field trips to go out to other counties who have gone from no programming to now having programs in the county jail. A visit is setup at the Scott County jail for the afternoon of August 28<sup>th</sup>. Margaret is also working on a visit to the Polk County jail. She is working on a tentative date for September 6<sup>th</sup>.

### **By Laws Review**

Chief Porter stated reviewing the bylaws would be a good time to make sure the right people are included in the CCJCC committee. Chief Porter suggested changing the Chair and Vice-Chair position to be a 2-year term instead of a 1-year term in order to have continuity and a smooth transition. Supervisor Srp asked if the current partner list needs reexamined to determine who are the defining members of CCJCC and suggested working on getting a more active role of the hospitals and the chief judge. Supervisor Srp also suggested reevaluating the overall goals and purpose of this group to see if they need to be adjusted. Chief Porter and Supervisor suggested having the group start thinking about the possible adjustments discussed to make a final decision at the November Strategic Planning meeting.

### **Records Access**

Chief Porter suggested Margaret having access to Zuercher to collect, record and analyze inmate data. This data would include from the time from an inmate was booked in to the time that person is out to see how long it takes in the process to determine where areas need fixed in order to reduce jail time and have a list of the frequent inmates. Supervisor Srp talked about an app that was created for Johnson



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County, Kansas. He is working on setting up a demonstration for this application for some members of the group to be a part of.

#### **Citizen Member**

The City of Clinton citizen member, Jennifer Graff resigned. Her position still needs replaced. Supervisor Srp suggested waiting until the November meeting to reexamine who needs to be a part of the CCJCC group. Sheriff Lincoln stated it was important for planning of the new law center project to have citizen members part of the CCJCC to understand the viewpoint from outside of the commission and to have those members help to explain the commission's mission back out to the community. A motion was made by Sheriff Lincoln to table it until the strategic planning session and seconded by Judge Lawson. Motion passed - all ayes

#### **Best Practices Implementation Academy (BPIA) site visit update**

Margaret updated the group on the successes shared from her visit at the jail site visit at Calaveras County, California. The county's new jail was built 4 years ago and the population is about 47,000 people. The Calaveras County Jail offers different programs for inmates. They offer Mental Health First Aid and CIT Training for their Correctional Officers. Mobile Crisis is offered in Calaveras County. The mental health, corrections and probation staff all work for the county making it easier to meet and discuss together. Jail employees in Calaveras County are paid around \$20.00 per hour. The jail is understaffed and needing to hire more Corrections Officers due to turnover of trained CO's leaving Calaveras County Jail to go to a larger county to work.

#### **NACo Conference and BPIA meetings**

Supervisor Srp and Margaret updated the group about what they learned from attending the annual National Association of Counties (NACo) conference back in July at Nashville, TN.

#### **Open Forum**

Sheriff Lincoln updated the group that Sgt. Tom Christoffersen has asked to go back in the position of Deputy Sheriff from Sergeant. He will no longer be the Assistant Jail Administrator. His last day in the jail was today.

Chief Porter informed the group of details for free technical assistant from GMI on Public Safety Assessment tools from the Justice Management Institute. Margaret will send out details by email to discuss at the next meeting.

#### **Closing Remarks & Adjournment**

The meeting adjourned at 4:39 PM. A motion to adjourn the meeting was made by Judge Lawson. The next meeting is scheduled for Thursday, September 20, 2018 at 3:30 PM.

*Amanda Pearson*  
CCJCC Secretary