

Adams County Criminal Justice Coordinating Committee

September 27, 2012
2 - 4 p.m.

Adams County Justice Center
1100 Judicial Center Dr, Brighton
1st Floor Jury Assembly Room

Meeting Minutes

Meeting Attendees

Members Present

Vincent Phelps (Chair), Charlie Long, Dave Young (for Don Quick), Doug Darr, Emily Fleischmann (for Scott Evans), Lee Birk, Randy Nelson, Richard Weinberg, Ruth Kedzior, Sharon Dunlap

Members Absent

Don Quick, Scott Evans

Others Present

Ben Stough, Court Administrator, 17th District Court; Beth Daniel, CJCC Planner/Analyst; Kurt Ester, Captain, Adams County Jail Commander; Mike Jones, Institute for Justice Planning

Meeting Goals

- ✓ Committee members and planner meet one another
- ✓ Discuss CJCC's 2012-2013 work plan
- ✓ Decide logistics (e.g., goals, plans, subcommittee members) of projects

Agenda Items

Call meeting to order, do introductions, and approve minutes:

- ✓ Judge Phelps called the meeting to order.
- ✓ Attendees introduced themselves.
- ✓ The minutes from the last meeting were approved.

Discuss mental health case respondents:

Judge Phelps invited Dr. Abigail Tucker, Manager of the Justice, Accountability and Recovery Program at the Community Reach Center, to talk to the committee about mental health cases in the criminal justice system and how those individuals should and need to be dealt with concerning certifications. Currently, many agencies are under the impression that an M1 Certification has to be signed by a psychologist before an individual can be transferred to a mental health facility. This certification is difficult to come by during the early morning hours and on weekends, resulting in the placement of such individuals in jails for days while the certification is obtained. This costs law enforcement and jails money and does not benefit the mentally ill individual. Individuals who already have a certification from a psychologist and have a court order for mandated medication and/or treatment do **not** need an M1 Certification to be transferred to a mental health facility. In fact, Dr. Tucker explained that it is both unethical and illegal to issue an M1 Certification on top of an existing certification. Dr. Tucker said that law enforcement, fire, and medical are able to obtain copies of certifications 24 hours a day. The elimination of this unnecessary step (of obtaining a M1 Certification for individuals who already have a certification) will benefit both the criminal justice system as well as the individual.

Judge Phelps recommended that more details be gathered and that this information be presented to various relevant system participants (e.g., law enforcement) for changes in their procedures for mental health individuals.

Our Purpose

To provide an ongoing forum for leaders from the criminal justice agencies, general governments, and communities in Adams County to discuss and prioritize public safety and criminal justice issues and coordinate resources to address issues in the most evidence-based, cost-effective, and equitable ways possible.

Discuss the role of the Criminal Justice Planner/Analyst:

Mike Jones discussed the role of the Criminal Justice Planner/Analyst, emphasizing that the staff member has to report to somebody for employment reasons, but actually works for the committee as a whole. The committee and subcommittees will decide on what issues the Planner will focus; the Planner will then gather data, information, and ideas and present those to the committee members to help them address the issues and make the best possible decisions with complete and accurate information.

According to Mike, nationwide, Criminal Justice Coordinating Committee Planners are typically housed in County Administration. Beth Daniel, our new CJCC Planner, is currently housed under Adams County Administration and Ruth Kedzior. Ruth emphasized her limited role as Beth's supervisor, stating that she is only verifying that Beth follow County employee protocol (e.g., work hours, dress code, and office behavior). Beth's probationary period review and annual reviews will be completed by the CJCC. Ruth will email the committee members a copy of the Planner/Analyst job description and the County review/evaluation form. Beth will gather and present other local CJCC Planner/Analyst job descriptions to also assist the committee in writing the Adams County CJCC Planner/Analyst expectations and evaluation form. Charlie Long and Randy Nelson volunteered to review the Planner evaluation material and make recommendations to the committee.

Establish work plan, projects, and subcommittees:

Mike discussed the importance of developing a work plan for the committee. He has developed an initial work plan that the committee can continue to develop and update as needed. Mike presented the work plan through a PowerPoint presentation (see attached). He will finalize the work plan and email it to Beth for distribution to the committee.

Ruth Kedzior mentioned that the formation of a CJCC website has recently been established. It is on the County website and will include meeting minutes, a list of committee members, information about the Planner/Analyst, and current projects. It can be accessed by visiting the Adams County website (www.co.adams.co.us) and searching for the Criminal Justice Coordinating Committee or by following the direct link: <http://co.adams.co.us/index.aspx?NID=1089>.

Court Appearance Subcommittee

The first subcommittee recommended by Mike based on previous discussions and interests is one addressing court appearance topics. Judge Phelps introduced Ben Stough, Court Administrator for the 17th Judicial District. Ben has been researching automated call systems for court appearance reminder calls to possibly be implemented by the Combined Courts. Ben has met with Sharon Dunlap, who has implemented a program for defendants of the Thornton Municipal Court. Tele-Works, Inc. (TWI) offers a hosted system, where the county and/or municipalities could upload a contact list (including phone number (or email) and date, time, and location of appearance. The system can place phone calls, text messages, and emails. Each participant creates the messages themselves and the system speaks the message in a human voice. TWI provides reports on all calls that go through and 24-hour customer service to the participating agencies (at no charge). It is a subscription service and fees are based on the number of calls and the length of call. Ben was quoted \$0.18/minute (local or long distance) for the Combined Courts, but this amount may decrease if more courts participate. There is no cost for emails. Sharon said the startup cost for Thornton was approximately \$50,000. Thornton makes about 15,000 calls per year and has a 10% call failure rate. The program has been very successful, increasing their court appearance rate to 92-93% from 88%.

Judge Phelps pointed out that in order for the program to be most effective, all pertinent organizations would have to collect and record accurate phone numbers to the best of their ability and work together. Because these agencies have to work together, they must all have input on the program, its process, and its feasibility for each organization. Each agency could potentially benefit from the program.

Questions raised that need to be answered for consideration include:

- How many calls would each organization make on average?
- Is this feasible for each organization that wishes to participate? What is the impact it would have on each organization?
- How many calls can be made by the system at one time?
- Are there licensing fees?
- Will the system leave a message on a voice mail machine?
- Why has Jefferson County chosen to continue using a manual system?

CJCC members and others who volunteered to be on the Court Appearance Subcommittee include:

- Sharon Dunlap – Chair
- Ben Stough
- A member from the Adams County Sheriff's Office (recommended by Kurt Ester)
- A member from the Westminster Police Department (recommended by Lee Birk)

Sanctions and Services Subcommittee

The second initial subcommittee Mike recommended is the Sanctions and Services Subcommittee geared toward identifying and evaluating all countywide sanction options for each court (e.g., community corrections, jail, prison, probation, etc.). Each option needs to be detailed to include: what type of offender/defendant is in each option; how did they get there; how was the placement decision made; what are the costs; what are the goals. With a complete picture of the entire sanctions inventory, committee members can determine what are the most efficient and effective uses for those services and for the criminal justice system as a whole. For example, the ALOS in the Adams County Jail is among the highest in the state; to the extent that sentencing plays a role in this longer length of stay, is this the most effective and efficient way of sanctioning those individuals?

CJCC members and others who volunteered (or who may be most valuable) to be on the Sanction and Services Subcommittee include:

- Dave Young – as potential Co-Chair
- Scott Evans – as potential Co-Chair or Chair
- Mike Garcia, Chief Probation Officer (recommended by Dave Young)
- A municipal judge (recommended by Judge Phelps)
- A member of the Adams County Sheriff's Office
- A municipal prosecutor (from either Northglenn or Brighton)
- A municipal public defender (recommended by Emily Fleischmann)
- Possibly a representative from the Alternative Defense Counsel and/or a representative from the Colorado Criminal Defense Bar (recommended by Emily Fleischmann)
- Possibly a member of the Adams County Community Corrections Office
- Ruth Kedzior

Beth will email both subcommittee members to help facilitate the first subcommittee meetings' date, time, and location.

Share agency changes relevant to other member agencies:

Due to time constraints, this agenda item was only briefly mentioned as to its importance in being included at all future meetings, as a way to foster policy-level communication and collaboration among agencies.

Set next meeting's date and agenda topics:

Judge Phelps asked the committee members for ideas for a standing meeting day and time. The fourth Thursday afternoon of each month was presented. It was also asked for options on the location of the meetings and whether the meetings should rotate or continue to be held at the Adams County Courthouse. Beth will send out an email survey asking for opinions.

Adjourn

- ✓ Judge Phelps adjourned the meeting.

Tasks

- Beth Daniel will gather information regarding mental health offenders and M1 Classifications. She will also contact the municipalities not present at the CJCC meeting for their input on issues they face regarding these individuals. She will present this information to the CJCC through email by Tuesday, October 16, 2012.
- Beth will collect Planner/Analyst job evaluations from surrounding committees and email those to Charlie Long and Randy Nelson for the development of a position evaluation tool. Beth will email this information by Friday, October 5, 2012.
- Ruth Kedzior will email Charlie Long and Randy Nelson the CJCC Criminal Justice Planner/Analyst job description and county evaluation form.
- Charlie Long and Randy Nelson will review the evaluation and job description material and present recommendations for the CJCC at the next committee meeting.
- Beth will contact both subcommittees' members to help facilitate the setting of a meeting date, time, and location for each.
- Beth will begin to gather information, data, and details on each of the sanction options available in Adams County and its municipalities for the Sanctions and Services Subcommittee.
- Beth will contact all CJCC members to survey opinions on a standing day and time for monthly meetings.

Next Meeting

TBD