



# MINUTES

## CRIMINAL JUSTICE COLLABORATING COUNCIL

### 501(c)3

Polk County Justice Center, Community Room

Balsam Lake, WI 54810

Thursday, August 15, 2019 - 12:00 p.m.

Attendee Name	Title	Status
Daniel Tolan	Circuit Court Judge	Present
Dean Johansen	County Board	Present
Gwen Anderson	People Loving People – CJCC Treasurer	Present
Jeffery Anderson	Circuit Court Judge	Present
Jeffrey Kemp	District Attorney	Present
Jackie Patterson for Joan Ritten	Clerk of Courts – CJCC Secretary	Present
Kristin Boland	CJCC Coordinator	Present
Nichole Strom	Probation and Parole	Present
Rob Drew	Jail Captain	Present
Sharon Foss	Treatment Court Case Manager	Present

CALL TO ORDER: Meeting called to order by Judge Anderson at 12:04 p.m.

READING OF AND APPROVAL OF THE MINUTES: Tabled as no minutes were available.

#### I. BOARD OF DIRECTOR'S/FINANCIAL OR TREASURER'S REPORT – JUDGE ANDERSON

- A. UPDATE ON PLANS FOR CLOSING: Judge Anderson reported taxes are to be done by the end of the 3<sup>rd</sup> Quarter. Also, the insurance is to be cancelled at the end of the 3<sup>rd</sup> Quarter with a refund of approximately \$1,900.00. All outstanding amounts have been processed and payment to come in. There is approximately \$40,000 remaining in account. CarlsonSV will need final numbers. Judge Anderson to get final breakdown.
- B. PRE-PAYMENT TO CARLSON HIGHLAND FOR CLOSING COSTS: One more meeting is needed.
- C. HUBER BATHROOMS PROJECT: Captain Drew reported update on Huber bathrooms project. Three bids have been received: Northwest Builders, Inc. – approx. \$24,000 (all inclusive); Straight Line Building Contractors, Inc. – approx. \$13,000 (not including additional tile, sheetrock, painting); Lite House Construction, LLC – approx. \$10,000 (toilets only, not including handwashing station). There was discussion about the opportunity to use the facility for additional services if needed (i.e.: daily report center) once completed. Motion (Nichole/Gwen) to expend funds for bathroom remodel. Motion carried by unanimous voice vote. Motion (Judge Tolan/Nichole) to obtain “all inclusive” bid from Straight Line for true comparison. Motion carried by unanimous voice vote.
- D. COMPASSIONATE HALLWAYS: Judge Anderson reported the open house was held Saturday, August 10<sup>th</sup> from 10:00 a.m. to 12:00 p.m. There was a discussion about whether additional

pieces should be collected and where they would be placed. Judge Anderson will look into getting some additional pictures.

- E. WHAT TO DO WITH THE LEFTOVER FUNDS: Kristin reported that Shawn Thayer has not been paid for UA services from June and July (approx. \$600/month). There have been issues with the current contract language. There was a discussion about using the 501(c)3 funds to pay for Thayer's services then invoice the County for anything that remains outstanding. Insurance is set to expire at the end of September. Motion (Judge Tolan/Nichole) to contract Thayer until the end of September. Motion carried by unanimous voice vote. Judge Anderson will look into extending the insurance beyond the 3<sup>rd</sup> Quarter.

II. NEW BUSINESS:

- A. ADJOURNMENT: Motion (Gwen/Nichole) to adjourn. Motion carried by unanimous voice vote.
- B. NEXT BOARD MEETING: Kristin to send out meeting notice for first or second week in September.
- C. TIME OF ADJOURNMENT: Meeting adjourned at 12:54 p.m.

Respectfully submitted,

Joan Ritten, Secretary

JP/bjm