

MEMORANDUM

To: Criminal Justice Coordinating Council Members

From: Holly Matthews, Executive Director

Date: June 15, 2020

Subject: **CJCC MEETING**

A meeting of the Criminal Justice Coordinating Council (CJCC) is scheduled for **Thursday, June 25th, at 12:00 P.M.** The meeting will be held online with credentials and additional information emailed prior.

An agenda and review material for the meeting are enclosed. Please contact Carmen Miller at carmen.miller@moris.org if you have any questions or are unable to attend. Your attendance at this meeting is important and would be appreciated.

CRIMINAL JUSTICE COORDINATING COUNCIL

Thursday, June 25, 2020

12:00 P.M.

AGENDA

<u>ITEM</u>	<u>PAGE(S)</u>	<u>PRESENTER</u>
I. Roll Call	3	Vallie Bowman-English
II. Meeting Minutes (Action) <ul style="list-style-type: none">February 27, 2020	4	Vallie Bowman-English
III. Financial Update <ul style="list-style-type: none">2020 BudgetMotion	9 10	Lisa Delaney
IV. Grants Management <ul style="list-style-type: none">FY19 Local JAG RFPFY20 VAWA RFPFY20 Title II RFPFY19 CESF Award Received		Tara Butler
V. Reentry <ul style="list-style-type: none">Reentry Grants UpdateCross Site Second Chance Evaluation		Tom Luettker
VI. NORIS Update <ul style="list-style-type: none">Disaster Recovery UpdateSafety & Justice Challenge-Data ExtractsAgency UpdatesApplications Updates		Joyce Rupley
VII. BH/CJ Committee <ul style="list-style-type: none">SAL Project UpdateJMHCP 2020 Application		Lindsay Below
VIII. Executive Director's Report <ul style="list-style-type: none">Lucas County Criminal Justice COVID-19 Response Summary (Information)CJCC Annual Report (Draft)Lease (Update)Safety + Justice Challenge (SJC) (Update)EWarrants (Update)		Holly Matthews
IX. Miscellaneous		Holly Matthews
X. Adjournment		

CRIMINAL JUSTICE COORDINATING COUNCIL

Attendance Sheet

DATE: June 25, 2020

MEMBERS	PRESENT	ALTERNATE	NOT REPRESENTED
CECELIA ADAMS			
JULIA R. BATES			
VALLIE BOWMAN-ENGLISH			
GARY BYERS			
DENISE CUBBON			
WADE KAPSZUKIEWICZ			
GEORGE KRAL			
TIMOTHY KUHLMAN			
MICHAEL NAVARRE			
JEFFERY NEWTON			
RANDALL PARKER III			
JOHN THARP			
LINDSAY NAVARRE			

Alternates Present:

- ☐ Sarah Weglian
- ☐ Areti Tsavousis
- ☐ Caryn Maloney
- ☐ Chris Bliss
- ☐ Kevin Helminski
- ☐ Kim Baker
- ☐ Karen Poore
- ☐ Cheryl Hunt
- ☐ Brian Patrick
- ☐ Said Orra
- ☐ Lisa Falgiano
- ☐ Rodney Theis

- For** Julia Bates
- For** Julia Bates
- For** Gary Byers
- For** Michael Navarre
- For** John Tharp
- For** Cecelia Adams
- For** Wade Kapszukiewicz
- For** George Kral
- For** Gene Zmuda
- For** Denise Cubbon
- For** Tim Kuhlman
- For** Jeff Newton

- ☐ Quorum Present
- ☐ Quorum **Not** Present

CJCC Staff Present:

- ☐ Holly Matthews
- ☐ Lisa Delaney
- ☐ Joyce Rupley
- ☐ Tom Luettkke
- ☐ Tara Butler
- ☐ Lindsay Below
- ☐ Carmen Miller

Guest(s) Present:

CRIMINAL JUSTICE COORDINATING COUNCIL
February 27, 2020

I. Roll Call

Vallie Bowman-English called the meeting to order at 12:01pm. Attendance was taken and a quorum was noted as present. See attached attendance sheet.

II. Meeting Minutes

Vallie Bowman-English asked for any additions, correction and/or modifications to the December 17, 2019 meeting minutes. None were voiced.

Kevin Helminski made the motion to approve the December 17, 2019 meeting minutes. George Kral seconded the motion. All were in favor (10).

Sarah Weglian, Vallie Bowman-English, Robert Martinez, Kevin Helminski, Lindsay Navarre, Michael Navarre, Jeffery Newton, Randall Parker III, George Kral, Timothy Kuhlman

III. Election of Officers

Jeffery Newton, as chair of the Nomination Committee, presented the slate of officers for nomination. This represents no substantial change in positions with all of the current officers agreeing to retain their positions.

Jeffery Newton made the motion to approve the Nomination Committee's Slate of Officers. Kevin Helminski seconded the motion. All were in favor (10).

Sarah Weglian, Vallie Bowman-English, Robert Martinez, Kevin Helminski, Lindsay Navarre, Michael Navarre, Jeffery Newton, Randall Parker III, George Kral, Timothy Kuhlman

IV. Financial Statement

Lisa Delaney provided a brief overview of the notes on financial statement information for the month of November 2019. November financials show a loss of \$6,127 before depreciation noting prepayments and purchase for UPS (to increase battery life by 2 hours of functionality).

Timothy Kuhlman made the motion to approve the Financial Statement for November of 2019. John Tharp seconded the motion. All were in favor (10).

Sarah Weglian, Vallie Bowman-English, Robert Martinez, Kevin Helminski, Lindsay Navarre, Michael Navarre, Jeffery Newton, Randall Parker III, George Kral, Timothy Kuhlman

V. Grants Management

Carmen Miller let the board know that the Byrne Memorial Justice Assistance Grant (JAG) and Title II FY19 RFPs will be released within the next week. She said that materials will be available On the CJCC website and that the bidder's conference will be held on March 12th for interested applicants. The notice of available funding will be sent out to the board 24 hours prior to the release. For the sake of clarification, Holly Matthews said that this pertains to the local JAG grant(s).

VI. Reentry

Tom Luettker told the board about the Vera Institute Housing Grant. This is a technical assistance grant that LMHA is submitting in collaboration with RCNWO and CJCC. The grant period is for 14 months. The application is due 2/29/2020. We are proposing to address the housing authority's existing policies governing housing eligibility for people with criminal records, and assist with the process of developing new screening guidelines and policies. In addition, we will be working with private sector section eight landlords on creating policies to review their tenant selection plans and then begin working on reducing the lookback periods thus opening up more housing opportunities in the

community. In addition family reunification policy will be created and implemented. The application will be submitted by the end of the day today.

Tom also mentioned that the Reentry Coalition strategic plan will be finalized and presented for approval at the April Board Meeting.

Discussion ensued

VII. NORIS Update

Joyce Rupley shared that The NORIS Advisory Committee (NAC) met earlier in the week and discussed a slight policy change with regard to vendor contracts with our users. As it stands, CJCC (NORIS) is a middle agent on many of these contracts and the goal is to extricate CJCC from this position so that vendors and users execute their contracts without CJCC involvement to reduce liability exposure. We intend to include a clause that names CJCC as merely the data provider rather than a signer on the contracts.

For Disaster Recovery, Joyce said that we have completed a survey that we hope all of our stakeholders and partners have had a chance to answer. We forwarded the results to Meyer Hill Lynch. They are helping us to draft the RFP, which we should have any day now. Joyce has sent a reminder. We also have contracted with Lucas County to join their WENS (Wireless Emergency Notification System). We have circulated a data collector to be able to contact and notify staff in the instance of an emergency.

Joyce also mentioned that we are looking at creating web based short videos to highlight the value of shared data to some of our users who may be on the fence about the importance or usefulness of keeping their contracts with us. We welcome input and participation in the form of testimonials from board members and our community partners.

VIII. BHCJ Updates

SAL Project –

Phase 1 of this project included the implementation of the brief jail mental health screener at the time of booking. Phase one launched on November 4, 2020.

90 Day Data

2708 individuals screened.

Of those 2708, 724 screened positive for SMI

Averaging 27% of the population in the LCCC screening positive for serious mental illness.

Phase 2 of this project is scheduled to launch on Sunday, March 1, 2020. This phase of the project will include the addition of case managers housed within the Lucas County Jail to conduct brief case management and link individuals to community based treatment services. The Public Defender's office will be advocating on each client's behalf at first arraignment. If released, DART will be providing the direct transportation to the designated behavioral health agency for same-day assessment.

Staff completed orientation on February 18th. The shifts will run Sun-Sat 7am to 3pm and 3pm to 11pm.

We were asked to present on the SAL Project at the first Annual Wood County Conference which focuses on the intercept of justice and behavioral health services. This is a free conference on March 19, 2020 from 9am-4pm. During this conference, they will be discussing implementing best practices

in responding to juveniles and adults with mental health needs within the court, corrections and community control settings.

JMHCP 2020 Category 3 Grant Application Update –

This grant RFP is scheduled to be released prior to April 1, 2020. The CJCC is interested in applying for Category 3 to expand upon the SAL Project. This expansion could include 1) training for criminal justice, mental health and substance use treatment personnel; 2) increased case management and service coordination; 3) the development and implementation of an evidence-based substance use screener in the jail; and 4) information sharing within and across criminal justice and behavioral health treatment agencies to ensure direct connections to treatment services in the community.

NACO / DDJ Convening –

We submitted an application to attend the upcoming Data Driven Justice National Meeting in Washington DC on April 23-24, 2020 and were accepted. This meeting will have a focus on

- Navigating HIPAA and 42 CFR
- Creating effective diversion strategies
- Developing dynamic crisis services
- Building data coalitions across systems
- And Using data sharing platforms to affect positive criminal justice outcomes

Discussion ensued

IX. Executive Director's Report

New Grants Management System-Egrants

Holly Matthews stated that we are in the process of installing a new grants management platform for reporting and record keeping. She connected with staff from the Pennsylvania Office of Crime Prevention and Delinquency at the last National Criminal Justice Association (NCJA) conference, where she received information about the software platform. CJCC has been looking to streamline the grants management process and this looks like an opportunity for an upgrade of service. The software was developed using grant funding and is provided free to interested agencies. We received the software last week and CJCC will be implementing Egrants as soon as possible. Our only obligation to Pennsylvania will be to share any updates that they are interested in as we customize the system for our usage.

CJCC Budget Update

Ms. Matthews informed the board that we are still awaiting on the budget approval from the City of Toledo. We do not anticipate any major changes to the level of funding at this point. We expect to have the numbers by March 31st.

Lease

Ms. Matthews stated that we are currently in the process of negotiating a lease for more space at One Government Center. Ms. Matthews has met with the city to discuss remaining as sub lessee. They City of Toledo is currently drafting a new lease agreement. Lease of the current space plus the new space should not exceed the current budget for our lease (approximately \$125,000). The CJCC will need to release an RFP for the build out of the space.

Safety + Justice Challenge (SJC)

Ms. Matthews stated that the Pretrial Justice Institute (PJI) has changed their position on risk assessment tools. It is now their position that these tools are not racially equitable and they are no longer using these tools at this point. There will be many national level discussions on this issue. Holly will keep the board informed on any developments. PJI is convening numerous training workshops to advance bail reform in Ohio.

Brief discussion ensued.

Holly gave an update on the Center for Court Innovation (CCI) Case Study invitation on the implementation of the Danger Assessment-Law Enforcement (DALE)/Public Safety Assessment (PSA) tool. Ms. Matthews is in the process of scheduling the site visit (tentatively for March 17-18th). We are scheduling 1-hour interviews with relevant parties throughout the criminal justice community.

CCI has also submitted a proposal to the SJC network through the Institute for State and Local Governance (ISLG) to include Lucas County in a review of the Impact on Population Review Teams on racial and ethnic disparities. This project should not need additional work from our staff because ISLG already has the data.

NNCJCC Conference

The annual NNCJCC conference will be in April of this year. Charleston County is hosting the convening. The NNCJCC is focusing on how to better leverage the network to benefit CJCCs around the country.

Brief discussion ensued

X. EWarrants

Karhlton Moore, Executive Director of the Ohio Office of Criminal Justice Services (OCJS) came to visit to give a brief overview of EWarrants. He delved into what the NCIS system is; national instant criminal justice background system (which is the same system) about complying with laws He said the goal is to have flow of info from local level to the state level to ensure accurate info. His presentation highlighted governor DeWine's focus on warrants. He stayed for a broader and more in-depth presentation directly following the CJCC board meeting.

Adjournment

Meeting adjourned at 12:57 pm pm with a unanimous vote.

CRIMINAL JUSTICE COORDINATING COUNCIL
Attendance Sheet

DATE: February 27, 2020

MEMBERS	PRESENT	ALTERNATE	NOT REPRESENTED
CECELIA ADAMS	X(12:25)		
JULIA R. BATES		X	
VALLIE BOWMAN-ENGLISH	X		
GARY BYERS			X
DENISE CUBBON			X
WADE KAPSZUKIEWICZ		X	
GEORGE KRAL	X		
TIMOTHY KUHLMAN	X		
LINDSAY NAVARRE	X		
MICHAEL NAVARRE	X		
JEFFERY NEWTON	X		
RANDALL PARKER III	X		
JOHN THARP		X	

Alternates Present:

- ☒ Sarah Weglian
- ☐ Areti Tsavousis
- ☐ Rodney Theis
- ☐ Chris Bliss
- ☒ Kevin Helminski
- ☐ Kim Baker
- ☒ Robert Martinez
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For Denise Cubbon
For Tim Kuhlman

- ☒ Quorum Present
- ☐ Quorum **Not** Present

CJCC Staff Present:

- ☒ Holly Matthews
- ☒ Lisa Delaney
- ☒ Joyce Rupley
- ☒ Tom Luettker
- ☐ Tara Butler
- ☒ Carmen Miller
- ☒ Lindsay Below

Guest(s) Present:

Karhlton Moore brought his team from the state capitol for a meeting that will be directly
following. A sign in sheet commemorating attendance was created for records

Criminal Justice Coordinating Council

2020 Budget Summary

DRAFT

Operating Revenues	General Fund					Off-Budget CJCC Functions					
	Operating Fund	Agency Fund	Grants	2020 Subtotal	2019 Subtotal	Records	Reentry	TMC Judges	TMC Clerk	BHCJ	2020 Revenue Total
Contract Services											
City of Toledo	1,896,781	24,459	39,905	1,961,145	1,950,812						1,961,145
Lucas County	596,550	37,420	39,905	673,876	670,497						673,875
CCNO	310,168	3,789		313,957	312,485						313,957
Suburban	539,176	202,454		741,631	734,927						741,630
Grants			41,978	41,978	35,573					96,310	138,288
Charges for Service (Records)				0		120,513	439,540				560,053
Other				0							0
Other Contract Revenue	55,000			55,000	2,650			72,909	78,371		206,280
New Contract Revenue	25,660			25,660	31,815						25,660
Interest	2,400			2,400	1,200						2,400
Offsets				0							0
Carryforward				0							0
Salary Savings				0	0						0
Total Operating Revenues	3,425,736	268,123	121,788	3,815,646	3,739,959	120,513	439,540	72,909	78,371	96,310	4,623,288

Operating Expenses	General Fund					Off-Budget CJCC Functions					
	Operating Fund	Agency Fund	Grants	2020 Subtotal	2019 Subtotal	Records	Reentry	TMC Judges	TMC Clerk	BHCJ	2020 Expenditure Total
Personnel				2,727,128		29,959	302,118	66,681	73,161	94,371	3,293,417
Admin	314,165				302,030						0
NORIS	2,297,325				2,257,403						0
Grants			115,638		114,743						0
Computer Services	514,894	268,123	186	783,204	765,585	500	22,800	350	240		807,094
Consultants	44,900		500	45,400	45,400		50,000				95,400
Support Costs	235,938		3,542	239,480	233,930	6,534	19,584	1,352	1,352	1,257	269,559
Other	9,875			9,875	9,875	83,500	38,644	3,746	3,418	382	139,565
Supplies	8,638		1,922	10,560	10,993	20	6,394	780	200	300	18,254
Total Operating Expenses	3,425,736	268,123	121,788	3,815,646	3,739,959	120,513	439,540	72,909	78,371	96,310	4,623,288

Operating Gain (Loss)	0	0	0	0	0	0	0	0	0	(0)
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NOTE: Totals may not agree due to rounding differences. Rounding may create differences of \$1.

MOTION

TO APPROVE THE FY2020 CRIMINAL JUSTICE COORDINATING COUNCIL BUDGET

Motion to approve provided by: _____

Second to the motion provided by: _____

Carried: _____