



**LINCOLN COUNTY DEPARTMENT OF SOCIAL
SERVICES
YOUTH JUSTICE COLLABORATIVE COMMITTEE
AGENDA
Tuesday, March 12, 2024
1:00pm – 3:00pm**

Meeting Location: Room 156 Services Center
801 N. Sales St.
Merrill, WI 54452
Via Teleconference and In-Person Attendance

**Youth Justice
Collaborative
Committee**

*"The Youth Justice
Collaboration Committee
is a group of community
partners who work
within the Youth Justice
Service continuum to
build resilience in youth,
build parenting
capacities within families
and strive to identify and
build programming
which positively
transforms youth
behavior."*

Teleconference Attendance: Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

Meeting ID
meet.google.com/nny-ztsq-yxe
Phone
(US) +1 562-250-5486
PIN: 183 041 465#

The teleconference cannot start until the host (department head) dials in and enters the host password. All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting. If "public comment" appears on the agenda, before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or chair, any person offering public comment should state their name and comments.

MEMBERS:

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Social Services | <input type="checkbox"/> LCHD | <input type="checkbox"/> TB Scott Library | <input type="checkbox"/> Boys & Girls Club |
| <input type="checkbox"/> Haven | <input type="checkbox"/> MAPS | <input type="checkbox"/> Kinship | |
| <input type="checkbox"/> Tomahawk Public Schools | <input type="checkbox"/> BBBS | <input type="checkbox"/> Active & Aware Citizens | |
| <input type="checkbox"/> NCHC | <input type="checkbox"/> Merrill Mentoring | <input type="checkbox"/> Children's of WI | |

PARTNERS:

- | | |
|--|--|
| <input type="checkbox"/> Merrill Police Dept. | <input type="checkbox"/> Lincoln County Sheriff's Office |
| <input type="checkbox"/> Tomahawk Police Dept. | <input type="checkbox"/> District Attorney |
| <input type="checkbox"/> Public Defenders Office | |

COMMUNITY PARTICIPANTS:

Agenda Item	Lead	Time Allotted	Follow-Up		
			Action	Who is Responsible?	Targeted Completion
Call to order					
Approval of Minutes February 2024	Group	5 min			
AMC Updates	Group	30 min	Was there a meeting with Tom Heyden? How did it go?		
Review Guiding Principles 2023-24	Group	30 min	Review members & partners; Guiding Principles Document attached.		
Upcoming Programming / Program Updates	Group	30 min			
Set next meeting date	Group	5 min			
Adjourn	Group	5 min			

Posted:

Date _____ Time _____ a.m. /p.m. By _____

Request for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(c).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.



**LINCOLN COUNTY DEPARTMENT OF SOCIAL SERVICES
YOUTH JUSTICE COLLABORATIVE COMMITTEE
MINUTES**

**Tuesday, February 13, 2024 1:00p.m.
LINCOLN COUNTY SERVICE CENTER – ROOM 156**

MEMBERS:

**X SOCIAL SERVICES X LCHD ☐ TB SCOTT LIBRARY ☐ AWARE & ACTIVE CITIZENS
X HAVEN X MAPS X KINSHIP OF TOMAHAWK X CHILDREN'S WI
X BBBS X NCHC X SCHOOL DISTRICT OF TOMAHAWK ☐ MERRILL MENTORING
☐ BOYS & GIRLS CLUB**

PARTNERS:

☐ MPD X TPD ☐ LISO ☐ DISTRICT ATTORNEY X PUBLIC DEFENDERS OFFICE

COMMUNITY PARTICIPANTS:

PRESENT:

Stefanie Kaminski, Jessi Rumsey, Sofia Widowski, Brett Susa, Sandy Stetzer

Virtual: Becky Byer, Lexi Buntrock, Jen Staeven, McKenzie Heimerl, Sam Zoellner, Stacy Bolder, Sherri Woodall, Megan Bellanger, Sara Klebenow, Patti Hilgendorf

Agenda Item	Lead	Discussion Summary	Follow-Up		
			Action	Who is Responsible?	Targeted Completion
Call to order	Kaminski	Kaminski called the meeting to order at 1:02pm. 15 people attended.			
Approval of Minutes 1/16/2024	Group	Minutes approved by Rumsey, second by Zoellner, all ayes, minutes approved.			

AMC Updates	Group	AMC meetings are going well for both Merrill and Tomahawk. 1 out of 6 students that have been referred to AMC in Merrill have then been referred to court and Tomahawk has referred 2 out of 6 students. There is frustration with the court process and how long it is taking. Youth that are being referred to court may not have any consequence/discipline for 2-4 months and during this time are not attending school. Jessi will get in touch with Tom Heyden to schedule a meeting for interested parties to see what can be done to speed up the process. There is also frustration when a student transfers schools. There are no guidelines on keeping the attendance records with the student.	Schedule a meeting with Tom Heyden and invite interested parties.	Jessi	
Review Guiding Principles 2023-24	Group	Should another goal be created? Goals that were set for 2023-24 have been met. There are a lot of groups and resources for parents and youth but the attendance is low. Jessi brought up that the members and partners should be reviewed in the Guiding Principles and need to be updated.	Review at next meeting.	Group	3/12/24
Upcoming Programming/ Program Updates	Group	PRMS is finishing an AODA group with youth that were selected to attend. There was positive feedback and it went over very well. Tomahawk will be starting a group next Wednesday. Kinship has been very busy. They will begin Strengthening Families in March. Patti is working on getting childcare available during the meetings. They are also holding a Youth Mental Health First Aide 4/27/24 from 9:30am – 3:00pm. There is a 2 hour prep that needs to be completed online prior to the training. Jessi is working on setting up an Adult Mental Health First Aide in Merrill. NCHC begins ART at Merrill High School 2/14/24. The Health Department will be hosting another Community Baby Shower. There will be one at St. Mary's in Tomahawk on 5/30/24 and one at the Lincoln County Service Center in Merrill on 10/1/24. There will be more information, as it gets closer. Haven is full but they are always looking for ways to help the community.			
Set next meeting date	Group	Tuesday, March 12, 2024 at 1:00pm. Lincoln County Service Center Room 156 and virtually.			
Adjourn	Group	Meeting adjourned at 1:57pm.			

Minutes prepared by Stefanie Kaminski.



YOUTH JUSTICE COLLABORATION COMMITTEE

Guiding Principles

Name

The name of this Committee shall be Youth Justice Collaboration Committee (YJCC). This group serves Lincoln County.

Purpose

In 2020, Lincoln County Department of Social Services received a grant from the WI Department of Children and Families called “*Youth Justice Innovative Grant*.” The purpose of the grant was to form a youth justice services group that would work collaboratively to:

- Identify behaviors and refer to the most appropriate service system, reducing overall youth justice referrals.
- Provide targeted interventions, including after school programs, to those referred for youth justice to reduce the number of court ordered youth.
- Increase collaboration with CCS and diversion services for YJ referrals.
- Provide support to families to reduce the number of out-of-home placements and use of secure detention.
- Increase use, creation, and access of pro-social recreational opportunities in Lincoln County.
- Provide connections to services that address skill building such as mentoring, healthy relationship education, cognitive-behavioral based case management, use and access of crisis services.

The funding was for one year to be used for one-time purchases. Informal service providers were able to access funds to increase awareness, engagement, and needed supplies. Additionally, funding supported community and law enforcement training in crisis intervention and Trauma Informed Care. Lastly, the funding was used to increase presence and matches of Big Brothers Big Sisters for the City of Merrill.

In 2021, Lincoln County Department of Social Services received a continuation grant that was mostly targeted for assessment of after school programming. Due to the impacts of Covid, it was determined that it would not be a valid assessment and the funding was then used to continue with efforts initiated in 2020.

Although there is no longer allocated funding for this committee, the continued community partnership has been identified as valuable and will continue to be advocated for improved access and delivery of services for our high risk youth population. This committee will also continue with the coordination of the March 2020 Trauma Informed Care Strategic Planning report, which began to identify steps to the goals established at the August 2019 TIC community forum.

Mission

Lincoln County Department of Social Services mission is to provide services through programs designed to strengthen and protect individuals and families to foster independence and promote quality of life.

Vision

Under the Lincoln County Department of Social Services Oversight Committee's authority, the Youth Justice Collaboration Committee is a group of community partners who work within the Youth Justice Service continuum to build resilience in youth, build parenting capacities within families and strive to identify and build programming which positively transforms youth behavior.

Goals 2023-2024

Goals and objectives for YJCC are subject to change with access to additional funding or community events.

Develop a truancy committee in Lincoln County

1. Create a presentation for Judges.
2. Data tracking and reporting

Increase youth resilience and parenting capacities

1. Increase trainers in parenting education
2. Increase trainers in youth resilience classes (ie: ART, Learning to Breathe, AODA classes, etc.)
3. Increase group offerings in parenting education and youth resilience.

Participation, Membership & Partnership

YJCC is committed to being a committee that is diverse and reflects the communities it serves specific to youth at risk. To do this, YJCC will be comprised of organizations that are accountable to inclusivity in all decisions regarding of membership, staffing, programming, policy, outreach and education.

Members: Organization or individual who is committed to actively being involved in the committee by participating in meeting on a regular basis.

Partners: Member of an organization or individual who support the committee but may not attend regular meetings.

Committee Structure

Members

Members include Lincoln County Social Services, Children's Wisconsin, HAVEN, Merrill Public Schools, Tomahawk Public Schools, Kinship of Tomahawk, Merrill Aware & Active Citizens, Big Brothers Big Sisters of Northcentral WI, TB Scott Library, North Central Health Care and Boys & Girls Club.

Partners

The Partners to this committee that are critical to the delivery of youth justice services but may not be routinely able to attend meetings includes Lincoln County Sheriff's Office, Tomahawk Police Department, Merrill Police Department, Lincoln County Public Defender's Office and Lincoln County District Attorney. Partners may become members if they express an interest and are willing to commit to attending the majority of scheduled meetings.

Community Participants

Community input is valued and welcomed at any and all meetings. Community participants can openly engage in any or all agenda topics so long as it remains with the intent to positively contribute to the process.

Committee Positions

Lincoln County Social Services is the lead facilitator for the YJCC, which includes coordination of meeting times, developing meeting agendas, conducting meetings and appointment a note taker for committee minutes.

Meetings

Meetings follow open meeting laws as well as 50% of membership needing to be present to hold a meeting.

Agendas and Minutes

Agendas are developed and provided to committee members prior to the meeting and distributed electronically.

Procedural Policies

Voting

Each member organization is entitled to one vote. Any organization with multiple representatives will need to declare which person will be voting prior to the vote. The outcome on votes shall be determined by a simple majority of those present.

Conflicts

No one member may profit financially from membership in YJCC by sales or solicitation at meetings or workgroups. Participants will disclose any actual or potential conflicts of interest.

Decision Making

In the spirit of the YJCC vision, all business shall be conducted based on the philosophy of mutual respect and Robert Rules. Simple majority rules will apply. Committee members are entitled one vote per member agency. Voting takes place at committee meetings.

Fiscal Agreements

Grants, Contracts, Donations and MOU's that are applied for or received on behalf of YJCC will be the responsibility of the agency requesting funds or signing such agreement. This includes all responsibilities in the agreement including record retention.

Branding

Use of Logo and Name

YJCC does not have a designated logo. Member letter head may be used for all publications created for YJCC initiatives with written acknowledgment of the YJCC is required. Logos may not be modified in anyway and the integrity of the logo must be maintained. Use of logo or written acknowledgement needs to be approved by coalition committee chairs.

Amendments

These guidelines will be reviewed and updated as needed annually by the YJCC.

These guidelines may be amended by a majority vote of the YJCC, provided the proposed amendment(s) has/have been submitted to the Committee in writing with notice of the meeting to decide on the proposed amendments at least five days prior to the meeting date.

Dissolvement

Lincoln County Youth Justice Collaboration Committee may dissolve if youth justice priorities change, there is no longer funds or support from the YJCC and/or membership.

These guiding principles have been reviewed and revised by the Youth Justice Collaboration Committee on _____ day of _____, 2023.