

State EBDM Policy Team - Wisconsin
Meeting Record
Thursday, April 16, 2015
9:00 am - 12:00 pm
Governor's Conference Room, State Capitol
Madison, Wisconsin

Team Chair: David O'Leary, Rock Cty DA

Vice-Chair: Kelli Thompson, State Public Defender

Team Members Present:

Captain Dan Bresina, Eau Claire Cty Sheriff Office	Tiana Glenna, CJCC Coordinator, Eau Claire County
Tommy Gubbin, EBDM Coordinator	Silvia Jackson, Reentry Director, DOC
Kit Kerchensteiner, Disability Rights WI	Judge Jeff Kremers, Milwaukee Cty
Judge Elliott Levine, La Crosse Cty	Ray Luick, DOJ Justice System Improvement Specialist
Matt Raymer, State Team Coordinator	Nick Sayner, JusticePoint Exec Director, Milwaukee
Tony Streveler, DOC Policy Advisor	Holly Szablewski, Dist 1 Court Administrator, Milwaukee Cty
Mike Tobin, Deputy State Public Defender	Marilyn Walczak, Justice Initiatives Institute, Milwaukee
Rep. Goyke, D-Milwaukee	Rep. Hutton, R-Brookfield
Senator Harris Dodd, D-Milwaukee	Mimi Carter, Principal - CEPP

Team Members Absent:

Judge Carl Ashley, Milwaukee Cty	David Callender, WI Counties Assn
Rev. Mark Clements, Living Word Christian Church, La Crosse Cty	Jane Klekamp, Justice Support Services, La Crosse Cty
Glenn Larson, DHS Behavioral Health Director	Kelly McKnight, Ashland Cty DA
Tom Reed, First Assistant Public Defender	Geri Segal, Family Support Center Exec Director, Chippewa Cty
Patti Jo Severson, Gundersen Health, La Crosse Cty	Senator Fitzgerald

Other Present:

Ryan Knoche, Rep. Goyke Staff	Kat Dellenbach, Sen. Harris Dodd Staff
Phillip Pratt, Rep. Hutton Staff	Sabrina Gentile, DOJ Justice Programs
Mike Austin, Office of the Attorney General	Scott Legwold, DOC Asst. Deputy Secretary
Reneé Lushaj, DOJ Justice Programs	Adam Plotkin, Office of State Public Defender

Meeting Goals:

- Provide an opportunity for policy team members and their EBDM TA Provider to become acquainted and establish their working relationship,
- Provide information on the EBDM Initiative, including its history and NIC's goals and expectations of Phase V participating sites,
- Conduct activities designed to build a solid foundation for the policy team's work together (i.e., address level of collaboration, stakeholder representation, ground rules),
- Articulate the specific roles and responsibilities with respect to the policy team, others involved at the state and local levels, and the TA Provider,
- Develop a plan for technical assistance and a meeting schedule, and discuss the state's EBDM Kickoff Meeting, and
- Determine next steps, specifically as they relate to preparations for the next policy team meeting and the EBDM Kickoff Meeting.

Meeting Summary:

Introductions and Icebreaker

Mimi Carter welcomed the committee and began an Icebreaker introduction activity. All committee members participated and introduced themselves.

Background on EBDM

Mimi facilitated the meeting and provided a history of EBDM, the four EBDM principles, the Phase V Roadmap and EBDM Resources.

Collaboration

Members completed the Collaboration Survey in order to collect "baseline" data on the team's level of collaboration and to record opinions about items that measure collaboration effectiveness. Completed surveys were submitted to Mimi; the results will be reviewed at the May meeting and the survey will be re-administered at various intervals in the future.

The team then discussed their prior experience with collaboration and developed the following ground rules for the state team:

- **Don't take anything personally**
- **Have an environment of honesty and trust**
- **Be willing to compromise**
- **Be respectful; everyone's comments should be heard**
- **Transparency about what we bring to the table and what our organizations are involved in**
- **Be willing to listen to new ideas**
- **Set aside parochialism**
- **Stay on task; be mindful of the goals**
- **Connect the work of this group to the work of other groups and agencies (Alignment)**
- **Know your colleagues and their backgrounds; appreciate their comments**
- **Everyone participates**

- **Active engagement**
- **Come prepared**
- **Focus on the goal not the role**
- **Strive for consensus-based decision making; mutual agreement**
- **Have a meeting structure**
- **Have fun**
- **Coffee!**
- **Attend the meetings; only legislators are allowed to have designees because of their legislative and district responsibilities. (More information on this topic below)**
- **Be a positive advocate for EBDM; represent the group and work in a positive light**
- **Share what's happening with others outside of the group; discuss facts not opinions**
- **Park your ego, turf and title at the door**
- **Fulfill your responsibilities**
- **Start and end on time**

Team Roles and Responsibilities

Roles and responsibilities of team members were discussed. The following is a list of the state team leadership.

TA Provider - Mimi Carter

Policy Team Members

- Chairperson: David O'Leary
- Vice-Chair: Kelli Thompson
- State Team Coordinator: Matt Raymer
- Team Member

State EBDM Coordinator - Tommy Gubbin

EBDM Capacity Builders - exact roles to be determined at a future meeting

Designees - Team members discussed whether it is appropriate to send designees to the meeting to represent them. The team agreed only legislators may send designees but should try to limit this practice. Designees should be familiar with the work of the team and able to contribute to discussions, and also able to speak on behalf of the legislator they are representing.

Decisions Based on Consensus - Team members discussed making decisions based on consensus wherever possible. The team will use the “thumbs” method of voting to show support (thumbs up), hesitancy but willing to go along with the group (thumbs sideways) and disapproval (thumbs down).

June Kickoff Meeting

The Wisconsin EBDM Phase V In-State Kickoff Meeting is scheduled for June 29-30 at the Heidelberg House in Green Lake. The workshop will be attended by all members of all seven EBDM teams (six local teams and the state team). Members are expected to attend the entire event.

Summary of Decisions Made:

- Team ground rules
- Meeting times: 10:00 am - 1:00 pm

Action Items:

- Values Exercise - Team members should consider the values that should guide criminal justice in Wisconsin, as well as their own agencies, and bring a list of these values to the May meeting.
- Data Collection Template - Team members need to review the data questions on the Data Collection Template. Place a checkmark next to any data question that can be answered by you/your agency's data system. To clarify, each local team will engage in the same process for their local county.

Task Description	Responsible Member	Due Date
Develop list of values	All	May 21
Complete Data Collection Template	All and the Data CJCC subcommittee	May 21

Next Meeting: May 21, 2015, 10:00 am - 1:00 pm
 DOJ - Training Room 150
 17 West Main Street
 Madison, WI