

RUSK COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL

BY-LAWS

Article 1: Name

The name of the council shall be Rusk County Criminal Justice Collaborating Council. It will be referred to as the Council throughout these by-laws.

Article II: Creation

The Council is created by resolution as adopted by the Rusk County Board of Supervisors.

Article III: Mission and Vision

The principal mission of the Council is to enhance public safety in Rusk County through community collaboration by ensuring offender accountability, providing rehabilitation programs and supporting the rights and needs of Victims. In addition, the Council is committed to providing the coordinated leadership necessary to establish and foster innovative corrections programs for adult and juvenile offenders. **CJCC shall be data and research informed and driven.**

The Council's vision is that the collaboration of stakeholders in Rusk County's criminal justice system will enhance the health and safety for everyone in Rusk County.

The Council will develop a strategic plan for Rusk County in accordance with its Mission and Vision.

Article IV: Structure

Section A: Membership: **Wis. Stat. 165.95(5)(a)**

~~These~~ **The twelve** voting members of the Council who serve as members ex officio;

- Circuit Court Judge for Rusk County
- County Board Chair
- Sheriff
- Chief of Police – Ladysmith
- District Attorney
- Victim Witness Coordinator
- State Public Defender
- Department of Corrections Supervisor for Rusk County
- Department of Human Services Director

- Three Citizen Members
- County Administrative Coordinator
- Jail Administrator
- Clergy
- Substance Abuse Provider
- Mental Health Provider

Additional members may be appointed as the Council deems appropriate. Council members may designate another competent person to represent them and vote at Council meetings. Any Council member wishing to appoint a designee is to identify the designee in writing addressed to the Chair of the Council. No more than three consecutive meetings shall be allowed for a member's designee to attend the Council meetings. Designees can only be changed by notifying the Chair in writing.

Any member of the Council may recommend removal of any agency member whom he or she believes is no longer appropriate for membership. Lack of attendance by a member may be cause for removal from the Council. Resignations of Council members shall be submitted to the Chair and brought to a vote of the Council.

Section B: Legal Authority of the Council:

The Council has no legal authority to order changes to Rusk County's criminal justice system, but it may bring about changes through consensus by the participating Agencies and Branches and was created by resolution of the Rusk County Board of Supervisors February 25, 2014 and reports to Rusk County's Justice, Youth & Extension Committee.

Section C: Committees:

1. Executive Committee

The Executive Committee is comprised of the chair, vice-chair, program review committee chair, and county board chair. Any member of the Council may attend and participate in the Executive Committee meetings. The Executive Committee shall be responsible for the following:

Develop Council meeting agendas and ensure matters are ready for Council meetings.

Ensure assignments are completed and prepared for Council meetings.

Propose to the Council the formation of Standing Committees, Subcommittees, and Ad Hoc Committees.

Recommend to the Council individuals to serve as chairs and members of the above-listed committees.

Coordinate and approve the membership of the Standing Committees, Subcommittees and Ad Hoc Committees.

2. Standing Committees

- a) Grant/Funding **Review** Committee
Seek out and identify funding sources for current and future corrections, treatment and support programs for adult and juvenile offenders.
- b) Criminal Court Review Committee
Initiate communication and education among the agencies and department involved in the Criminal Justice Program.

Examine incarceration and alternatives thereto.

Recommend innovative programs relative to incarceration and alternatives thereto.
- c) Juvenile Court Review Committee

Initiate communication and education among the agencies and departments involved in the Juvenile Court Program.

Examine current processes and program and providing recommendations to facilitate modification of current programs, creation of new and innovative programs.
- d) Program Review Committee (**Wis. Treatment Court Standards #3) 2018**
- **Serves as an advisory committee to the Rusk County Treatment Court.**
Periodically reviews and updates procedural guidelines for treatment court operations including, but not limited to, treatment court policies, budgets and forms.
The committee is responsible for monitoring all aspects of treatment court operations and making recommendations to the county criminal justice collaborating council and ensured compliance with Wisconsin Treatment Court Standards and Wisconsin Department of Justice best practices. See appendix I.

- Rusk County Circuit Court Judge
 - District Attorney
 - State Public Defender
 - Local law enforcement
 - County Board Representative
 - Treatment Court Coordinator
 - Health & Human Services (MH, CPS, WI Works)
 - Department of Corrections Representative
 - Treatment Court Graduate
 - Community Member
- e) Data Committee
- Shall ensure collection of local and system level data.
- f) **Victim's Rights** Review Committee

3. Subcommittees and Ad Hoc Committees

The Council may authorize the formation of Subcommittees and Ad Hoc Committees, to deal with specific problems of issues. Standing committees, Subcommittees and Ad Hoc Committees shall report their information and recommendations to the Council.

Section D: Meetings:

1. Meetings of the Council shall be set by the Council, the chair, or upon petition by any four members of the Council. Notice of Council, Executive Committee, Standing Committee, Subcommittee and Ad Hoc Committee meeting times and locations shall be provided to all members and duly posted in compliance with open meetings statutes.
2. Minutes of the Council meetings shall be recorded and distributed to all members of the Council.
3. A quorum is a simple majority of the membership described in Section A, or a simple majority of any Executive, Standing, Sub or Ad Hoc committee.
4. Recommendations of the Council shall be made by consensus. If consensus cannot be reached, recommendations may be made by a 2/3 vote of Council members.

Article V: Officers

Section A: Officers

The **first** Chair of the Council shall be the Judge of Rusk County. Thereafter, by election, any member of the Council may serve. The chair and the vice-chair will be selected annually by the Council upon the recommendation of the Executive Committee. The term of the chair and vice-chair shall be one year.

Section B: Duties of Officers

The chair shall preside at all meetings. The vice-chair shall preside in the absence of the chair.

Article VI: Change in By-Laws

Proposed amendments to the by-laws are to be included on the agenda of and executive committee meeting. The proposal will be forwarded to the Council for approval. Any action in response to the proposed change in the by-laws taken by the Council shall become effective immediately.

The by-laws shall be reviewed every three years.

Article VII: Annual Report

The chair or his/her designee shall present an Annual Report to the Rusk County Board that includes progress in meeting goals set forth in the Council's Strategic Plan.

Appendix I: Wisconsin Treatment Court Standards #3

<https://www.watcp.org/wp-content/uploads/2018/12/FINAL-WI-Treatment-Court-Standards-2018.pdf>

Appendix II: 165.95 (5)(a) Alternatives to Incarceration; Grant Program

[Wisconsin Legislature: 165.95\(5\)\(a\)](#)