

# CJCC DIVERSION SUB-COMMITTEE

## September 19, 2025

**COMMITTEE MEMBERS PRESENT:** Ms. Annette Zortman, Mr. Robert Hebein, Ms. Brenda Lee, Mr. Lloyd Gauthier, Ms. Beth Hoerchler, Ms. Breanna Magallones

**OTHERS PRESENT:** Ms. Kaitlyn Black, JusticePoint, Ms. Amber Briggs, JusticePoint, Ms. Jeri Driscoll

**1. Call to Order:**

The regular meeting of the criminal Justice Coordinating Committee (CJCC) Diversion Sub-committee was brought to order at 12:00 p.m. by Ms. Brenda Lee. Ms. Brenda Lee noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws.

**2. Approval of Agenda:**

Motion by Ms. Annette Zortman, seconded by Mr. Lloyd Gauthier to approve the agenda as posted. All ayes; motion carried.

**3. Review Minutes from the July 18, 2025 CJCC Diversion Sub-Committee Meeting:**

Motion by Mr. Robert Hebein, seconded by Mr. Lloyd Gauthier to approve the July 18, 2025 minutes as presented. All ayes; motion carried.

**4. Update on Policy and Procedures – JusticePoint::**

Ms. Kaitlyn Black reviewed the changes to the Policy and Procedures. They are changing from the Phase Structure to Risk Level. Testing and Case Management hours would be based on the Matrix, which was also reviewed. Motion by Mr. Lloyd Gauthier, seconded by Ms. Annette Zortman to bring to the full CJCC.

Ms. Kaitlyn Black also reviewed the Participant Handbook changes. They will be moving to a text-based system instead of a call in system for drug testing, an attendance section was put into place as well as an Incentive and Sanctions section was added. There was question regarding drug testing on weekends through the Oneida County Sheriff Office and if this service was approved. Motion by Mr. Lloyd Gauthier, seconded by Ms. Annette Zortman to approve the Handbook and bring to the full CJCC pending the clarification/approval from the Oneida County Sheriff's Office regarding Drug Testing on Weekends. All ayes; motion carried.

**5. Update Brochure – JusticePoint:**

The committee reviewed the updated brochure. No changes were requested to the brochure.

**6. Diversion Program Update – Referral and Participant Numbers:**

Ms. Amber Briggs reported that they have 10 active participants and 2 new referrals.

**7. Agenda Items for future meetings:**

- Sheriff Hartman voiced a concern regarding if participants are involved in other legal things are they run through Law Enforcement? The DA should be doing this. Will table this discussion until a future meeting when ADA Meyer is present if needed. Oneida County

Sheriff's office will talk with the DA office and if issue cannot be resolve will bring to this committee.

- Would like data on risk level and causes of termination from Diversion brought to this group.

8. **Public Comment:**  
No public present.

9. **Adjourn:**  
There being no further business to be brought before the Committee, it was moved to adjourn the meeting at 12:35 p.m. The next meeting of the CJCC Diversion Sub-Committee will be on November 21, 2025 in Committee Room 2 of the Oneida County Courthouse.

  
\_\_\_\_\_  
Ms. Brenda Lee

Date: September 19, 2025