

# CJCC DIVERSION SUB-COMMITTEE

## July 18, 2025

**COMMITTEE MEMBERS PRESENT:** Mr. Robert Hebein, Ms. Brenda Lee, Ms. Breanna Magallones, Mr. Lloyd Gauthier, and Ms. Jeri Driscoll

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

1. **Call to Order:**

The regular meeting of the criminal Justice Coordinating Committee (CJCC) Diversion Sub-committee was brought to order at 12:01 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 Mr. Lloyd Gauthier, seconded by Mr. Robert Hebein to approve the agenda as posted. All ayes; motion carried.

3. **Review Minutes from the March 21, 2025 CJCC Diversion Sub-Committee Meeting:**

Motion by Mr. Robert Hebein, seconded by Ms. Brenda Lee to approve the March 21, 2025 minutes as presented. All ayes; motion carried.

4. **CCAP Efile – JusticePoint:**

Ms. Kaitlyn Black reported currently when JusticePoint files status reports it is emailed. Ms. Black inquired if these documents should be Efiled instead of email. It was recommended that they continue to be emailed but include the Judge and DA Office in the email.

5. **Policy and Procedure Edits – JusticePoint:**

Ms. Kaitlyn Black reported that the policies in Oneida County are from 2023 and need to be updated. JusticePoint is going through the policy and procedure manual and will update with the current standards. The hope is to have them done to bring to the September meeting.

6. **New Brochure – JusticePoint:**

Brochures are also out of date. JusticePoint is in the process of updated these to make them easier to read. Once complete JusticePoint will get them to the DA Office, Defense Attorneys, and Rhinelander Police Department etc.

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

Currently there are eleven active participants. There are five in the referral stage and one termination from the program. Program statistical data for June 2025 as well as one for the whole year was given to the group. If there is any other information that people would like to see to let Kaitlyn know. Ms. Brenda Lee would like to see ages of participants.

8. **Hiring in Eagle River – JusticePoint:**

Ms. Kaitlyn Black reported that she is now the Program Director for Oneida and Vilas County. She is working on filing the Case Manager in Vilas County.

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

Next meeting will be in September.

- Updated Policy and Procedures
- Updated Brochure

**10. Public Comment:**

No public present.

**11. Adjourn:**

There being no further business to be brought before the Committee, it was moved to adjourn the meeting at 12:15 p.m. The next meeting of the CJCC Diversion Sub-Committee will be on September 19, 2025 in Committee Room 2 of the Oneida County Courthouse.

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Ms. Brenda Lee

Date: July 18, 2025