DEPARTMENT OF CORRECTIONS

Meeting Minutes: Community Supervision Advisory Committee

Meeting Date: July 10th, 2024
Hybrid Meeting: Minnesota Department of Corrections Central Office, Afton Room and via Webex

Members present in person were: Kelly Mitchell, Tami Jo Lieberg, Julie Atella

Members attending online: Jake McClellan, Jon Priem, Barb Weckman Brekke, Jon Schiro, Kevin Glass, Michael Schommer, Nicholas Henderson, Ron Antony, Wally Kostich

Absent: Brandon Alkire, Tierre Caldwell, Scott Halvorson, Morgan Ironheart, Jenna Kavanagh, Rebecca Muskat,

Also present were: Molly Brunner, Mongkol Teng, Jamie Bain, Kendric Holder, K Mortens, Sephria Reynolds-Tanner, Matt Cook

1. Call to Order & Roll Call
Co-Chair Kelly Mitchell called the meeting to order at 1:01pm. Roll call was taken.

2. Approval of Draft Meeting Agenda (Action)

Motion to approve 1st: Barb Weckman Brekke
Motion 2nd: Julie Atella
Motion carried on a roll-call vote.

3. Approval of Draft meeting Minutes from June 12th, 2024 (Action)

Motion to approve 1st: Ron Antony
Motion 2nd: Nicholas Henderson
Motion carried on a roll-call vote.

4. Charter and Operating Procedures Review and Discussion with Management, Analysis, and Development (See Presentation)

A. Charter Section Discussion:

- Reviewed the charter section by section.
- Noted potential missing membership from judges, prosecutors, and defense attorneys.
- Although the committee can recommend expanding membership, it is currently defined by statute.
- Discussed the difficulty of having one prosecutor represent all prosecutors statewide.
- Any proposed expansion wouldn't take effect until July 1, 2025, but these individuals could participate in the process beforehand.

B. **Terms and Limits Discussion**:
- Debated having one co-chair to represent one delivery system.
- Some group members hesitated about this idea.
- Suggested having three co-chairs, with two from the three delivery systems.
- Proposed introducing a vice-chair position.

C. **CSAC Oversight and Budget**:
- Discussed whether the group should continue overseeing the CSAC and its budget until deliverables are fulfilled.
- This discussion took place via a "tablet" link.

D. **Additional Staff**:
- Considered adding a 0.5 FTE staff member to assist with council activities and research.

E. **Client Surveys**:
- Discussed possibly adding surveys for past and current clients to gather their proposals and suggestions.

F. **Timeline for Events**:
- Reviewed the timeline for upcoming events.

G. **Meeting Schedule Adjustments**:
- Proposed moving meetings back to Fridays starting in September.
- Suggested adding an additional meeting in November.
- Discussed extending the deadline from December 1 to December 5.
- Considered having a full-day meeting.

5. Other Business?

There being no other business, the meeting was adjourned.