



# Milwaukee County Community Justice Council

## Bylaws

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### **Article I: Name**

The name of this Council shall be the Milwaukee County Community Justice Council. It will be referred to as the Council throughout these bylaws.

### **Article II: Creation**

The Council is created by resolution as passed by the Milwaukee County Board of Supervisors and signed by the County Executive.

### **Article III: Mission**

The mission of the Milwaukee County Community Justice Council is to efficiently and collaboratively coordinate services and to effectively allocate financial resources to ensure crime reduction, victim support, offender accountability, and restorative community-based programs. Through strategic planning and research the Council will identify, evaluate, and develop strategies to improve the justice system to enhance public safety and the quality of life in Milwaukee County.

### **Article IV: Structure**

#### **Section A: Membership:**

There are 27 voting members of the Council who are members due to the position they hold. These twenty-seven members serve on the Council for as long as they occupy the position.

- Health and Human Services Director
- Benedict Center Executive Director
- Chief Judge
- Clerk of Circuit Court
- County Board Chair
- County Executive
- District Attorney
- WI Department of Correction Secretary
- First Assistant Public Defender
- Justice 2000 Director
- Legal Aid Society of Milwaukee
- Mayor of City of Milwaukee
- Milwaukee County Corporation Counsel
- U.S. Attorney Office
- Milwaukee County Law Enforcement Executive Association Representative
- Milwaukee Police Chief
- Municipal Court Chief Judge
- Milwaukee County Sheriff
- Superintendent of the House of Correction
- Municipal Attorney Association Representative
- Project Return Executive Director
- Wisconsin Correctional Services Executive Director (WCS)
- Wisconsin State Legislature- Democratic Member
- Wisconsin State Legislature- Republican Member
- Common Council President (City of Milwaukee)
- Intergovernmental Cooperation President
- City Attorney (Milwaukee)

Additional members may be appointed, as the Executive Committee deems appropriate. Executive Committee members may designate one chief staff person to represent them and vote at Council meetings. Any member wishing to appoint a designee is to identify the designee in written correspondence addressed to the Chair of the Council.

Any member of the Council may recommend removal of any agency member whom they believe is no longer appropriate for membership. Lack of attendance by a member may be cause for removal from the Council. Resignation of Council members shall be submitted to the chairperson and brought to a vote of the Council.

## **Section B: Committees:**

### **1. Executive Committee**

Only members of the Steering Committee will transition to become members of the Executive Committee. The Steering Committee is currently comprised of the Milwaukee County's Chief Judge, Sheriff, County Executive, District Attorney, MCSO Inspector, County Supervisor Representative, City of Milwaukee Mayor and Police Chief, State of Wisconsin First Assistant Public Defender, and the Benedict Center's Director. The members of the Steering / Executive Committee shall determine the composition of the Executive Committee. Any member of the Council may attend and participate in the Executive Committee meetings. The Executive committee shall be responsible for the following:

- a. Develop Council meeting agendas and ensure matters are ready for Council meetings.
- b. Review reports and recommendations of Standing Committees to ensure assignments are completed and prepare documents for Council meetings.
- c. Propose to the Council the formation of Standing Committees, Subcommittees and Ad Hoc Committees.
- d. Recommend to the Council individuals to serve as chairs and members of above-listed committees.
- e. Coordinate and approve the membership of the Standing Committees, Subcommittees and Ad Hoc Committees.
- f. Review all reports and recommendations from standing committees, subcommittees, and Ad Hoc Committees. If approved to forward based on that review, the Executive Committee will pass the committee's recommendations to Council for vote.

### **2. Standing Committees**

Standing Committees and any other committee formed by the council shall provide information to the full council when asked to do so by motion of the Council or by the Executive Committee. The Standing Committees may also prepare formal recommendations for approval by the council. Recommendations for Council approval must be submitted to the Executive Committee in advance of a meeting in which members will be asked to vote. The Executive Committee will review the subcommittee recommendation and presumptively add it to the next available Council meeting agenda. The Executive Committee must coordinate the work of subcommittees. Therefore, the Executive Committee may first ask the relevant subcommittee(s) to further review the text or content of any recommendation with comments identifying potential concerns. The recommendation, as altered or amended, should be returned to the Executive Committee for inclusion in the next available meeting agenda.

#### **Data Analysis & Information Committee**

- Identify the general information needs of the Council and its committees.
- Investigate ways and means to create the infrastructure, which can provide that information on a regular basis
- Identify and create systems that can provide information on an ad hoc basis as requested by the council

### **Jail & Huber Utilization Committee**

- Examine how the Detention facilities are being used and by whom, by focusing on both defendant and offender characteristics including demographics, residence, criminal conduct and criminal history.

### **Programs & Interventions Committee**

- Explore ways of deterring initial entrance into the criminal justice system.
- Identify ways to reduce criminal recidivism and victimization by researching efficient and cost-effective alternative programs and processes for defendants and offenders in Milwaukee County

### **Public Outreach & Education Committee**

- Educate the public about initiatives, programs and services supported by the Council
- Identify community concerns that are related to the responsibilities of the Council
- Prepare a detailed, proactive public relations plan that will promote Council activities and initiatives.

### **Juvenile Justice Committee**

- Identify the issues and initiatives relating to juvenile justice.
- Examine current successful processes that might be relevant for the adult system and vice versa.

### **Public Health Committee**

- Addresses issues around drug and alcohol addiction, mental health, firearm violence, and emergency medicine.

## **3. Subcommittees and Ad Hoc Committees**

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

### **Section C: Meetings:**

1. Any four members of the Executive Committee shall set a meeting of the Council. Notice of Council, Executive Committee, Standing Committee and Ad Hoc committee meeting times and location 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 minimum quorum is a simple majority of the total membership.
4. Recommendations of the Council shall be made by consensus. If consensus cannot be reached recommendations may be made by a (2/3) two-thirds vote of Council members present.

## **Article V: Officers**

### **Section A: Officers:**

The Chairperson of the Council shall be the Mayor, County Executive, County Board Chair, Chief (Presiding) Judge, Sheriff, or District Attorney. The Council upon the recommendation of the Executive Committee will select the chairperson and vice-chairperson annually. The term of the chairperson and vice-chairperson shall run June 1 through May 30 and may be extended by an additional one (1) year term as voted by council.

**Section B: Duties of Officers:**

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

**Article VI: Change in Bylaws**

Proposed amendments to the bylaws are to be included on the agenda of an Executive Committee meeting. The proposal will be forwarded to the Council for approval. Any action in response to the proposed change in the bylaws taken by the Council shall become effective immediately.