AGENDA

1. Call to order
2. Roll Call
3. Approval of Minutes from the December 16, 2019 Public Safety and Welfare Committee meeting
4. Public Comment
5. Discussion and Possible Action Re: Temporary Class “B” Fermented Malt Beverage and “Class B” Wine license applications from the Verona Area Community Theater, 103 Lincoln Street, for February 13-15 and 20-22, 2020; and May 15-17, 2020 - Dale Nickels, Agent
6. Discussion and Possible Action Re: A Special Event Permit application from Bill Martin for the SBR Endurance Performance Winter Wonderland Triathlon on Sunday, February 9, 2020 from 7 a.m. – 3 p.m.
7. Discussion Re: Presentation by Dane County Community Restorative Courts staff
8. Adjournment

Heather Reekie, Chairperson

POSTED: Verona City Hall
Verona Public Library
Miller & Sons Market
City Web Page at: www.ci.verona.wi.us

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS OR OTHER ACCOMODATION TO ACCESS THE MEETING, PLEASE CONTACT THE CITY CLERK AT 608-845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.
1. **Call to order:** Heather Reekie called the meeting to order at 6:30 p.m.

2. **Roll Call:** Heather Reekie, Katie Kohl and Evan Touchett were present. Also present: Police Chief Bernie Coughlin and City Clerk Ellen Clark.

3. **Approval of Minutes:** Motion by Touchett, seconded by Kohl, to approve the minutes from the November 18, 2019 Public Safety and Welfare Committee meeting. Motion carried 3-0.

4. **Public Comment:** There was no public comment.

5. **Discussion and Possible Action Re:** A Combination Class “A” Beer and “Class A” Liquor license application from Verona Mart, Inc., d/b/a Verona Mobil, 101 East Verona Avenue, Verona, Wisconsin, Ijaz Afridi, Agent. Verona Mart, Inc. is purchasing Verona Mobil from Brar Enterprises, Inc., and has applied for a new license for the property. The property is scheduled to change hands on December 17th. Motion by Touchett, seconded by Kohl, to recommend to the Common Council to approve a Combination Class “A” Beer and “Class A” Liquor license application from Verona Mart, Inc., d/b/a Verona Mobil, 101 East Verona Avenue, Verona, Wisconsin, Ijaz Afridi, Agent. Motion carried 3-0.

6. **Discussion and Possible Action Re:** City of Verona Warming and Cooling Center Policy. The proposed policy would provide guidance for the activation of City facilities as warming and cooling centers when the National Weather Service issues a wind chill warning, a heat advisory, or excessive heat warning. The policy would designate the Library and Senior Center as warming and cooling centers. These locations would serve as temporary locations where citizens would be safe and comfortable during extreme temperature events. Motion by Reekie, seconded by Kohl, to recommend to the Common Council to approve the City of Verona Warming and Cooling Center Policy. Motion carried 3-0.

7. **Discussion and Possible Action Re:** Agreement for crossing guard services. The proposed Agreement with All City Management Services would provide crossing guard services for the City. The contract would end on December 31, 2020 with the potential for an extension. The cost for services in 2020 is to not exceed $124,250. The contract also includes language that provides the City with a credit of $40 per hour, per location staffed by City personnel.

   Touchett asked what this does for the current staff.

   Coughlin stated there are no guarantees, but the company intends to keep as many current staff as possible. Crossing guard staff and All City Management Services staff will be meeting on Thursday, December 19th for orientation.

   Reekie asked what prompted this change.

   Coughlin replied it has become more and more difficult to staff crossing guard positions. He hopes that people will be more inclined to want to work for a company managed by someone other than the police department.
Motion by Touchett, seconded by Kohl, to recommend to the Common Council to approve an agreement with All City Management Services to provide crossing guard services for the City, contingent upon final review by the City Administrator and City Attorney. Motion carried 3-0.

8. Adjournment: Motion by Touchett, seconded by Reekie, to adjourn at 6:38 p.m. Motion carried 3-0.

Ellen Clark, City Clerk
5. **Discussion and Possible Action Re:** Temporary Class “B” Fermented Malt Beverage and “Class B” Wine license applications from the Verona Area Community Theater, 103 Lincoln Street, for February 13-15 and 20-22; and May 15-17, 2020 – Dale Nickels, Agent

The Verona Area Community Theater (VACT) is requesting these temporary licenses to serve beer and wine at VACT’s performances of *Three Weddings and an Elvis* on February 13-15 and 20-22; and *The Music Man* on May 15-17, 2020. A licensed bartender will be at the bar at all times that alcohol is being sold.

*Motion: To recommend to the Common Council to approve the Class “B” Fermented Malt Beverage and “Class B” Wine license applications for Verona Area Community Theater, 103 Lincoln Street, for February 13-15 and 20-22; and May 15-17, 2020 – Dale Nickels, Agent*

6. **Discussion and Possible Action Re:** A Special Event Permit application from Bill Martin for the SBR Endurance Performance Winter Wonderland Triathlon on Sunday, February 9, 2020 from 7 a.m. – 3 p.m.

Only the running portion of the triathlon will take place on City property. Participants will run east from SBR Endurance Performance, 507 Bruce Street, to the intersection of Bruce and Locust Streets, then north on Locust Street to S. Main Street, then back to 507 Bruce Street along the same route. Heats of 12 runners each will run throughout the day.

*Motion: To approve a Special Event Permit application from Bill Martin for the SBR Endurance Performance Winter Wonderland Triathlon on Sunday, February 9, 2020 from 7 a.m. – 3 p.m.*

7. **Discussion Re:** Presentation by Dane County Community Restorative Courts staff

Information for this item is included in your packet. No motion is required for this item.
Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $38

Application Date: 11/14/2019

□ Town  □ Village  ✓ City of Verona  County of Dane

The named organization applies for: (check appropriate box(es).)
✓ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
✓ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _______ and ending _______ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → ✓ Bona fide Club  □ Church  □ Lodge/Society
   □ Veteran's Organization  □ Fair Association or Agricultural Society
   □ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Verona Area Community Theater, Inc
(b) Address 103 Lincoln Street, Verona WI
(c) Date organized 1992
(d) If corporation, give date of incorporation
(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: □
(f) Names and addresses of all officers:
   President Dale Nichols 7901 Hamilton Meadows Rd. Verona WI 53593
   Vice President Alyssa Dvorak 5 Boca Grande Way, Madison, WI 53719
   Secretary Elizabeth Kraemer 849 Querse Ridge Tr. Verona, WI 53593
   Treasurer Brian Johnson 447 Linden St Verona, WI 53593
(g) Name and address of manager or person in charge of affair: Dale Nichols 7901 Hamilton Meadows Rd Verona, WI 53593

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:
   (a) Street number 103 Lincoln St. Verona WI 53593
   (b) Lot ___________________ Block ________________ 
   (c) Do premises occupy all or part of building? yes
   (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Ground floor

3. Name of Event
   (a) List name of the event Four Weddings & An Elvis's (play)
   (b) Dates of event February 13-15 & 20-22, 2020

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

Officer Lee Barton 11/31/19
(Signature / Date) Verona Area Comm. Theater (Name of Organization)

Date Filed with Clerk ___________________________ Date Reported to Council or Board ___________________________

Date Granted by Council ___________________________ License No. ___________________________

Wisconsin Department of Revenue
VACT Officers

President        Dale Nickels      5/23/1956
1. No CIB 11/26/19
2. Valid WI D.L. 11/25/19

Vice President  Alyssa Dvorak     9/4/1993
1. No CIB 11/25/19
2. Valid WI D.L. 11/25/19

Treasurer       Brian Johnson     6/26/1974
1. No CIB 11/25/19
2. Valid WI D.L. - Minor 11/25/19

Secretary       Elizabeth Kraemer 5/29/1966
1. No CIB 11/25/19
2. Valid WI D.L. - Minor 11/25/19

*dale@vact.org

Recommend Approval
Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $38

☐ Town  ☐ Village  ☑ City of Verona

Application Date: 11/14/2019

County of Dane

The named organization applies for: (check appropriate box(es)).

☑ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☑ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning __________ and ending __________ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) ➔

☑ Bona fide Club  ☐ Church  ☐ Lodge/Society

☐ Veteran's Organization  ☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Verona Area Community Theater, Inc

(b) Address 103 Lincoln Street, Verona WI

(c) Date organized 1992

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Dale Nichols 9701 Hamilton Meadows Rd. Verona WI 53593

Vice President Alyssa Dvorak 5 Boca Grande Way, Madison, WI 53719

Secretary Elizabeth Krueger 834 Quada Ridge Tr., Verona, WI 53593

Treasurer Brian Johnson 1175 Lincoln St, Verona, WI 53593

(g) Name and address of manager or person in charge of affair: Dale Nichols 7901 Hamilton Meadows Pkwy. Verona, WI 53593

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will Be Stored:

(a) Street number 103 Lincoln St. Verona WI 53593

(b) Lot __________  Block __________

(c) Do premises occupy all or part of building? yes

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Ground floor

3. Name of Event

(a) List name of the event Music Man (Senior Musical)

(b) Dates of event May 15, 16, 17, 2020

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

Officer Lee Baglow 11/21/19

(Signature/Date)

Verona Area Comm. Theater

(Name of Organization)

Date Filed with Clerk ____________________________  Date Reported to Council or Board ____________________________

Date Granted by Council ____________________________  License No. ____________________________

Wisconsin Department of Revenue
VACT Officers

President Dale Nickels 5/23/1956
1. No CIB 11/25/19
2. Valid WI DL 11/25/19

Vice President Alyssa Dvorak 9/4/1993
1. No CIB 11/25/19
2. Valid WI DL 11/25/19

Treasurer Brian Johnson 6/26/1974
1. No CIB 11/25/19
2. Valid WI DL, MI DR, SD R 11/25/19

Secretary Elizabet Kraemer 5/29/1966
1. No CIB 11/25/19
2. Valid WI DL, MI DR, SD R 11/25/19

Recommend Approval

* dale@vact.org
APPLICATION FOR A SPECIAL EVENT/NEIGHBORHOOD EVENT PERMIT

For Parades, Runs, Walks, Bicycle Events, Triathlons, Festivals, Neighborhood Events, etc.

*All required application materials must be submitted at least 45 days prior to the event. Failure to meet this requirement may result in the denial of the application pursuant to Section 7-7-1(h) of the City of Verona Code of Ordinances*

**Application Fee:**

- $150.00 + any additional fees
- Non-Profit Organization: $50.00 + any additional fees

**REQUIRED INFORMATION**

Please include the following information/materials regarding the event with your application:

- A copy of the applicant’s Driver’s License
- Route map and description and/or map of event layout
- Certificate of Insurance – at least 30 days prior to event

**APPLICANT INFORMATION**

Name: Bill Martin
Phone: 608-469-8148
Address: 2213 Teal Dr, Madison WI 53711
Driver License #: ____________________________
DOB: 12/17/1985
Email: bill@sbrcoaching.com

**AGENCY/ORGANIZATION INFORMATION**

Name: SBR Endurance Performance
Phone: 608-469-8148
Address: 507 Bruce St #102, Verona, WI 53593

If this is a non-profit organization, please provide your EIN number for verification: ____________________________

**EVENT INFORMATION**

Name of Event: Winter Wonderland Triathlon- Run portion
Type of event: Running
Event date(s): 2/9/2020
Event time(s): Heats of 12 every hour from 8am to 3pm
Set up Start Time: 7am
Tear Down End Time: 3pm

(Application Continues on Reverse)
<table>
<thead>
<tr>
<th>Informational Questions</th>
<th>No</th>
<th>Yes</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was a Special Event Permit previously approved in times past for this event?</td>
<td>✔</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Will there be outdoor amplified sound?</td>
<td>✔</td>
<td></td>
<td>Additional application required.</td>
</tr>
<tr>
<td>Will alcohol be sold, served or consumed?</td>
<td>✔</td>
<td></td>
<td>Additional licenses may be required.</td>
</tr>
<tr>
<td>Are you requesting any City streets to be closed to traffic?</td>
<td>✔</td>
<td></td>
<td>See Below*</td>
</tr>
<tr>
<td>Will your event use County, State or US Highways?</td>
<td>✔</td>
<td></td>
<td>If yes, please provide a map clearly marking the highways that will be used. Additional permission from the County is required.</td>
</tr>
<tr>
<td>Will park, conservatory land, or trails be used? If so, have you reserved a park, pavilion, or any other city facilities for the event?</td>
<td>✔</td>
<td></td>
<td>Contact Parks Department: 845-6695 If using park facilities, the application will not go before the Public Safety Committee without Parks Department approval.</td>
</tr>
<tr>
<td>Will items or services be sold or given away at this event?</td>
<td>✔</td>
<td></td>
<td>If yes, please attach a list of types of items or services.</td>
</tr>
<tr>
<td>Does this event involve a plan for tents, stages, inflatable bounce houses or temporary structures?</td>
<td>✔</td>
<td></td>
<td>Include on event layout map.</td>
</tr>
<tr>
<td>Does your event include the use of fireworks, rockets, lasers, other pyrotechnics, or open flame?</td>
<td>✔</td>
<td></td>
<td>Must receive written approval from Fire Chief or his designee. 608-845-9401</td>
</tr>
<tr>
<td>Do you plan to provide portable toilets at your event?</td>
<td>✔</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Will your event have dedicated coverage by an Emergency Medical Provider?</td>
<td>✔</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is this a race or timed event where participants need the right of way on City streets?</td>
<td>✔</td>
<td></td>
<td>If traffic control is desired, a police officer is required, per WI Law.</td>
</tr>
<tr>
<td>Will there be a clear path of travel (min. 18” wide) for emergency vehicles throughout your event?</td>
<td>✔</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does your event include running or biking that will need a dedicated lane of travel on City streets?</td>
<td>✔</td>
<td></td>
<td>Posting of No Parking signs by PD will be needed and billed to event.</td>
</tr>
</tbody>
</table>

*If you answered YES to street closures, please attach a map/diagram of the portion(s) of street you wish to have closed for your event. Please include street names and as much information as possible.

If you are NOT intending to close any City Streets, or request the right of way, but intend to use City Streets, you will share the street with vehicular traffic and agree to abide by all traffic laws. Failure to comply with traffic laws will result in the immediate termination of all event activities.

*Applicant Initial Here BM
# Event Contacts

Please list names, locations and cell phone numbers of on-site event contact persons.

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Location at Event</th>
<th>Time On-Site</th>
<th>Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Martin</td>
<td>12/17/1985</td>
<td>SBR Endurance Performance Center</td>
<td>6am to end</td>
<td>608-469-8148</td>
</tr>
</tbody>
</table>

## Application Procedures

1. Application and all required materials shall be submitted to the City Clerk a minimum of **45 days prior to the event**. *(Section 7-7-1(h) of the City of Verona Code of Ordinances)*
2. Upon verification of the application the City Clerk shall submit the application to the Police Chief for further review.
3. The applicant will be contacted by the Police Department Staff to review event route and the need for on-site police officers or City staff at the event.
4. The applicant is subject to a background check.
5. All police traffic control/city staff time incurred shall be billed to the applicant upon the completion of the event.
6. The applicant may be required to attend a Public Safety and Welfare Committee meeting and/or a Common Council meeting at which the event application will be reviewed for approval.
7. Once the application is approved by the appropriate official(s) the permit will be issued.

## Applicant Signature

Please read carefully before signing.

I understand the application and event requirements and agree to adhere to all applicable federal, state, and municipal laws in addition to the requirements on the application. I agree to pay any invoices received from the City of Verona for staff time at the event within 30 days of the invoice date. I understand that failure to adhere to any application requirements or any federal, state or municipal laws involving the event will result in the denial of the application or immediate termination of the event. The violation of federal, state or municipal laws will be subject to applicable fines and penalties.

---

**1/2/2020**

Date

*Once application is approved, the permit will be issued to applicant via email. A copy of the permit must be available at event for confirmation.*
CHIEF OF POLICE

Date Received by Police: ____________________________

The event application has been reviewed and the following issues need to be addressed:

________________________________________________________________________________________

Meeting with Applicant: Yes □ No □ If YES, Date of Meeting: ____________________________

Barricades needed? Yes □ No □

Traffic Control/Officers Needed:

________________________________________________________________________________________

CIB Information:

________________________________________________________________________________________

CERTIFICATION OF APPLICATION BY CHIEF OF POLICE:

Approved □ Denied □

Signature of Chief of Police Date ____________________________

MUNICIPAL CLERK

Application Received Date: 1/2/2020 

Date Submitted to Police on: 1/3/2020

Items Still Required: ____________________________

PUBLIC SAFETY & WELFARE COMMITTEE:

Date of meeting: APPROVE □ DENY □

COMMON COUNCIL:

Date of meeting: APPROVE □ DENY □

Signature of Municipal Clerk: ____________________________ Date: ____________________________

Copy provided to applicant: Yes □ No □ Date: ____________________________

Copy provided to: EMS: Yes □ No □ | Fire: Yes □ No □ | PD: Yes □ No □ | PW: Yes □ No □
We designed the CRC to work with young people who commit misdemeanor crimes. Compared to the traditional justice system, studies indicate that the Restorative Justice process resolves cases more quickly, reduces recidivism, and generates greater feelings of fairness for both the victim and the offender.

Just over four years ago, we began the CRC on the south side of Madison. Due to the pilot program’s success, I expanded the CRC to be countywide in my 2017 budget—allowing more individuals to have access to this resource. Now, the program is thriving, and we continue to form partnerships that expand its scope.

We had over 350 referrals to CRC through 2018, and 90 percent of those who participated in the program successfully completed it.

The CRC is making a real difference in our community and the lives of our young people. A huge thank you goes out to Supervisor Shelia Stubbs and the staff and stakeholders who make this program possible. I cannot wait to see what we will accomplish in the years to come.

Sincerely,

Joe Parisi
Dane County Executive
Community Restorative Court staff, stakeholders and Peacemakers gathered for an appreciation picnic on August 7 at William G. Lunney Lake Farm County Park. The cookout was catered by Kipp’s Kitchen.

~ Photography by Alfred Davis ~
Originally from Monroe, Wisconsin, Haley grew up surrounded by animals on her family farm. She is currently a senior at UW-Madison earning her Bachelor of Social Work, as well as a Certificate in LGBTQ+ Studies. Haley completed the Peacemaker training with our July group, and has already participated in a few circles.

In her free time Haley enjoys playing piano, dancing, skiing, hiking, and spending time with her family and friends. She is an advocate for Restorative Justice efforts, and believes Dane County CRC is the perfect place to get involved. She understands that rebuilding relationships within the community is both healing and empowering. Welcome Haley!

CRC began receiving referrals to our program in 2015. Through mid-September 2019, there have been a total of 584 referrals from combined referral sources including the Dane County District Attorney’s Office, City of Madison, City of Fitchburg, City of Sun Prairie, City of Middleton, Town of Madison, and University of Wisconsin-Madison Police Departments. Referrals have steadily increased each year, with 237 referrals to-date in 2019. A quarter of the year remains, and CRC has already surpassed the total number of referrals in 2018 (205). What do these numbers tell us? Restorative Justice practices are expanding throughout Dane County at a notable rate.
PEACEMAKER TRAINING

Our final training of 2019 will be held in November. Stakeholders and current Peacemakers are often the best referral sources for new Peacemakers. Please share with your colleagues, friends and family who may be interested. Thank You!

LOCATION: THE CRC OFFICE
at CENTRO HISPANO
810 W BADGER ROAD, MADISON
(TUESDAY/THURSDAY)
11/12, 11/14, 11/19, & 11/21
All trainings are from 5 p.m. to 9 p.m.
with dinner served.

For more information, questions, or to receive an application please contact Stephanie Marino, 442-4031 or marino@countyofdane.com

The July 2019 Peacemaker group was a huge success with 22 individuals completing our training. Welcome new Peacemakers!
Community
Restorative Court

Ron Johnson, Coordinator

Stephanie Marino, Senior Social Worker
CRC Mission

REPAIR HARM

REDUCE RISK

REBUILD COMMUNITY
CRC’s Response To Crime

• Victim Based

• Respondent Focused

• Community Driven
What is CRC?

• Pre-Charge Diversion Program for 17-25 year olds

• Eligible referrals include Municipal and Misdemeanor crimes

• Provides a voluntary alternative to the traditional justice system by using a restorative justice model that includes victims and community members (trained Peacemakers)

• Upon completion of the program, respondents do not receive a formal charge or CCAP entry

• If unsuccessful, the respondent returns to the traditional criminal justice system for charging
Who is Eligible?

- Eligible crimes include:
  - 1. Battery
  - 2. Disorderly Conduct
  - 3. Obstructing an Officer
  - 4. Theft
  - 5. Criminal Damage to Property
GOALS OF CRC

1. Provide victims with a voice in the restorative process.
2. Promote community driven solutions.
3. Reduce burden on criminal courts and agencies through efficient case resolution.
4. Reduce discriminatory barriers and future recidivism.
5. Reduce crime and racial disparity.
Who is Eligible for CRC?

- 17-25 year olds in Dane County
- Municipal and Misdemeanor/ Felony crimes
  - 1. Battery
  - 2. Disorderly Conduct
  - 3. Obstructing an Officer
  - 4. Theft
  - 5. Criminal Damage to Property
- Lack of severe or violent criminal record
- Respondent must accept responsibility for the offense
Who is NOT Eligible?

- Criminal traffic violations
- Drug offenses
- Child abuse and child neglect charges
- Sexual assault offenses
- Crimes involving weapons
Intake Process with Respondent

1. CRC receives Referral from Agency

2. CRC Program Leader, Jackie Hammond, contacts Respondent through phone, text and letter to schedule Intake appointment with CRC staff.

3. Intake scheduled with CRC staff.
   a. Social history interview to gather information to gain a full perspective of what lead the respondent to commit a crime
   b. Risk/ Need Assessment- identifies criminal record, behavioral needs, AODA experience, employment and housing history
   c. Identify underlying needs to address basic stabilization such as housing, employment, mental health, education
OVERLAPPING RISK FACTORS

• TRAUMA HISTORY
• LACK OF A FAMILY CONNECTION
• CHRONIC ABUSE AND NEGLECT
• NOT CONNECTED TO COMMUNITY RESOURCES
• SUBSTANCE ABUSE AND MENTAL HEALTH
Intake Process with Victim

1. CRC contacts victim once the respondent has scheduled an Intake appointment

2. Phone Intake and/or Physical Intake to prepare victim for the circle and gain their perspective

3. Victim is offered participation options:
   a. Participation in the Circle (including a support person)
   b. Send a Surrogate to the circle to represent them
   c. Provide a written or verbal statement to be presented at the circle
   d. Provide needs/wishes for harm to be repaired
Training Community Members

- Community volunteers participate in 16 hours of Peacemaker Training presented by UW Law Professor Jonathan Scharrer.
- CRC conducts 3-4 trainings a year
- All Peacemakers have a criminal background check performed by Human Services
- CRC has trained over 250 hundred Peacemakers in Dane County.
Community Members

1. Take part in holding the respondent accountable.

2. Speak to how the community is affected by the type of conduct and behavior displayed by the respondent.

3. Take responsibility for supporting completion of outcomes/agreements.

4. Identify resources to contribute to the Repair Harm Agreement

5. Help respondents understand the broader impact.

6. Support the victim. Mentor the respondent.
CRC Circle Process
CRC Circle Process Members

1. CRC Staff - Circle Facilitator responsible for guiding the circle

2. Respondent (Support Person)

3. Victim (Support Person)

4. Peacemakers- 2-4 trained community members

5. Primary Officer in specific cases- Resisting/Obstructing
Repair Harm Agreement

- Contract stating what the respondent needs to accomplish in order to complete the program successfully.

- The agreement is specific, measurable, attainable and relevant with end dates.

- Conditions have included: AODA assessment, individual and family therapy, community service, restitution, meetings with officers, retail theft group, AA Meetings, employment search, reflection papers, letters of apology, school registration, mentorship with peacemaker

- Average agreement length is 3-6 months.
Closing Process

- CRC Staff conducts individual debriefings with respondents, victims and peacemakers

- Confidential Surveys are sent to everyone involved in the circle

- Closure letter is sent to the Referral Agency and Primary Officers

- The Respondent does not receive a formal charge or CCAP entry
Benefits of CRC

- Resolve cases more quickly
- Reduces recidivism
- Cost effective per case
- Higher percentage of respondents make full restitution payments
- Intervention to address criminogenic factors and stabilization needs
- Respondent held accountable by the victim and community members
- Generates greater satisfaction for victims because they’re included
- Eliminates formal charge and CCAP entry
“Each of us is more than the worst thing we’ve ever done.”

— Bryan Stevenson, Just Mercy: A Story of Justice and Redemption
DANE COUNTY HUMAN SERVICES