

2022 Community Courts Initiative

Dane County Project Action Plan - DRAFT

The Community Court Advisory subcommittee is tasked to advise the planning and implementation of a Dane County Community Court initiative through the identification of participant eligibility, establishment and identification of required support services, and in the development of an action implementation plan.

Required Milestones	Key Dates	Primary Accomplishments During Reporting Period
<p>1) Create a Project Implementation Plan</p> <ul style="list-style-type: none"> ● Develop mission, vision statement, and objectives ● Determine location(s) to be used ● Define operations (day/time) ● Define staffing roles ● Develop eligibility criteria, screening and assessment process, and case flow chart ● Create policy for linking participants to services ● Develop community service protocol ● Define case management and monitoring procedures ● Create a policies and procedures manual ● Draft project implementation plan ● Review system data on cases potentially eligible for initiative using disparity lens ● Review community data on highest needs ● Map out and discuss the impact of existing deflection and alternatives to incarceration programs in Dane County ● Publish and promote community court coordinator position ● Other: _____ 	<p>May 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Sept 2023</p> <p>Dec 2023</p> <p>July 2023</p> <p>May 2023</p> <p>May-Jun 2023</p> <p>June 2023</p>	

<p>2) Launch community court or enhancement project</p> <ul style="list-style-type: none"> ● Set soft launch ● Set hard launch ● Other: _____ 	<p>Oct 2023 TBD</p>	
<p>3) Implement a risk/needs assessment tool</p> <ul style="list-style-type: none"> ● Review existing risk/need tools ● Select tool, determine implementation strategy ● Train relevant staff on use ● Use tool in court's screening and assessment process ● Other: _____ 	<p>Jun-Jul 2023 July 2023 TBD TBD</p>	
<p>4) Collect and report required data quarterly</p> <ul style="list-style-type: none"> ● Identify performance measures ● Identify data collection personnel ● Develop and implement data tracker ● Collect and report quarterly ● Other: _____ 	<p>May 2023 Sept 2023 Oct 2023 Jan 2024</p>	
<p>5) Implement ongoing community engagement and public promotion strategies</p> <ul style="list-style-type: none"> ● Develop a communication strategy ● Develop a plan for ongoing community engagement ● Create and publish an annual report ● Consider implementing a community advisory board ● Consider hosting regular town hall meetings ● Map out existing community engagement spaces to participate in ● Develop materials (flyers, palm cards) to educate the public on your programming ● Incorporate voluntary services ● Other: _____ 	<p>Jun 2023 Jun 2023 Jan 2025 Jul 2023 Jan 2024 TBD Sept 2023 Oct 2023</p>	

<p>6) Site visits</p> <ul style="list-style-type: none"> ● Work with TTA providers to plan and execute a site visit to Cook County and a mentor community court ● Host TTA providers for on-site and/or remote visits to your site ● Participate in regional TTA convenings ● Other: _____ 	<p>Jun 2023 March 2024 TBD</p> <p>2024</p>	
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