

CHAPTER 35
SHEBOYGAN COUNTY CRIMINAL JUSTICE ADVISORY COMMITTEE

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35.01 CREATION OF ADVISORY COMMITTEE. There is hereby created an advisory committee to be known as the Sheboygan County Criminal Justice Advisory Committee.

35.02 PURPOSE. The Committee shall be advisory in nature and shall provide guidance to the Law Committee on all criminal justice planning within Sheboygan County. The Committee will strive to improve communication, cooperation, coordination, and programming between all agencies within the Sheboygan County Criminal Justice System to maximize the efficiency and effectiveness of the entire system.

35.03 MEMBERSHIP. The Committee shall consist of the following regular members. The Committee's membership may be increased or decreased at the discretion of the Law Committee.

(1) State Officials:

- (a) A Sheboygan County Circuit Court Judge or designee as selected by the Sheboygan County Circuit Court;
- (b) The District Attorney of Sheboygan County or designee;
- (c) The local supervisor of the Division of Community Corrections (Probation and Parole) or designee;
- (d) The Assistant State Public Defender.

(2) County Officials:

- (a) The Chairperson of the Law Committee or designee from the Law Committee;
- (b) The Clerk of Courts or designee;
- (c) The Sheriff or designee;
- (d) The County Administrator or designee;
- (e) The Health and Human Services Director or designee.

(3) City Officials:

- (a) The Sheboygan Police Department Chief or designee;
- (b) The Sheboygan Municipal Court Judge or designee

(4) County Bar: A member of the Sheboygan County Bar Association.

35.04 TERM. All appointed Committee members shall serve for a term of one (1) year commencing in January of each year until a successor has been duly appointed.

35.05 OFFICERS.

- (1) The officers of the committee shall be the Chairperson and Vice-Chairperson.
- (2) The Chairperson and Vice-Chairperson shall be elected by the Committee at the January meeting and serve for a period of one (1) year and may succeed themselves in office.
- (3) The Chairperson shall preside at all Committee meetings and sign all correspondence issued in the name of the Committee.
- (4) The Vice-Chairperson shall assume all the duties of the Chairperson in the Chairperson's absence.

- 35.06 STAFF SERVICES. The Committee's required secretarial services including distribution of minutes along with preparing and maintaining a budget and other such duties required by the Committee shall be provided by the Sheriff's Department.
- 35.07 COMMITTEE MEETINGS. The Committee shall hold regular meetings quarterly during the months of January, April, July, and October. Special meetings of the Committee may be called by the Chairperson on his or her own motion or upon the request of any three (3) members of the Committee. The location for all meetings shall be determined by the Chairperson or by Committee vote. Written notice of all meetings must comply with the Wisconsin Open Meeting Law and shall be given to each member with at least three (3) days' notice.
- 35.08 QUORUM. A quorum shall be duly constituted when at least fifty percent (50%) of all members are present.
- 35.09 DUTIES. It shall be the responsibility of the Committee to make recommendations to the Law Committee regarding:
- (a) The entire comprehensive planning of criminal justice efforts in Sheboygan County;
 - (b) Develop plans for all aspects of the criminal justice system;
 - (c) Evaluate and make recommendations with regard to ideas concerning criminal justice efforts;
 - (d) Make recommendations and advise appropriate municipal units of government as the situations may require;
 - (e) Such other duties as may from time to time be delegated to it by the Law Committee.
- 35.10 RULES OF ORDER. The Committee may, by vote of one-half (1/2) of its members, establish such additional Rules of Order as it determines necessary, except such rules shall not be inconsistent with the authority herein granted.

History: Ord. 1 (2008/09); Ord. 1 (2009/10);