

Douglas County CJCC Assessment Findings & Recommendations

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The Justice Management Institute

- Non-profit organization founded in 1993 and based in Arlington, VA
- Specializes in research, education, and technical assistance for criminal justice systems
- Founder of the National Network of Criminal Justice Coordinating Councils (NNCJCC)
- Author of the CJCC National Standards and the CJCC Essential Elements

Project Goal & Objectives

Goal:

For Douglas County to operate a high-performing CJCC that fully utilizes best practices and produces beneficial outcomes for the justice system and county residents.

Objectives:



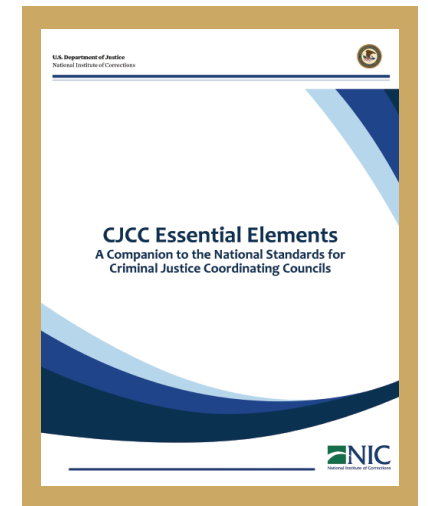
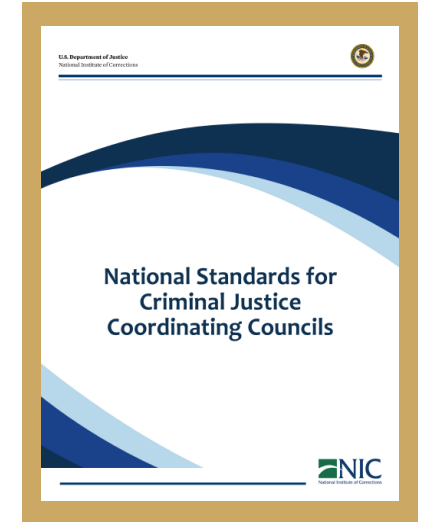
Assess the purpose and structure of the CJCC to ensure it aligns with best practices

Collaborate with CJCC members to adopt improvements to the CJCC, including the structure of CJCC bylaws

Assessment

Assessment Framework

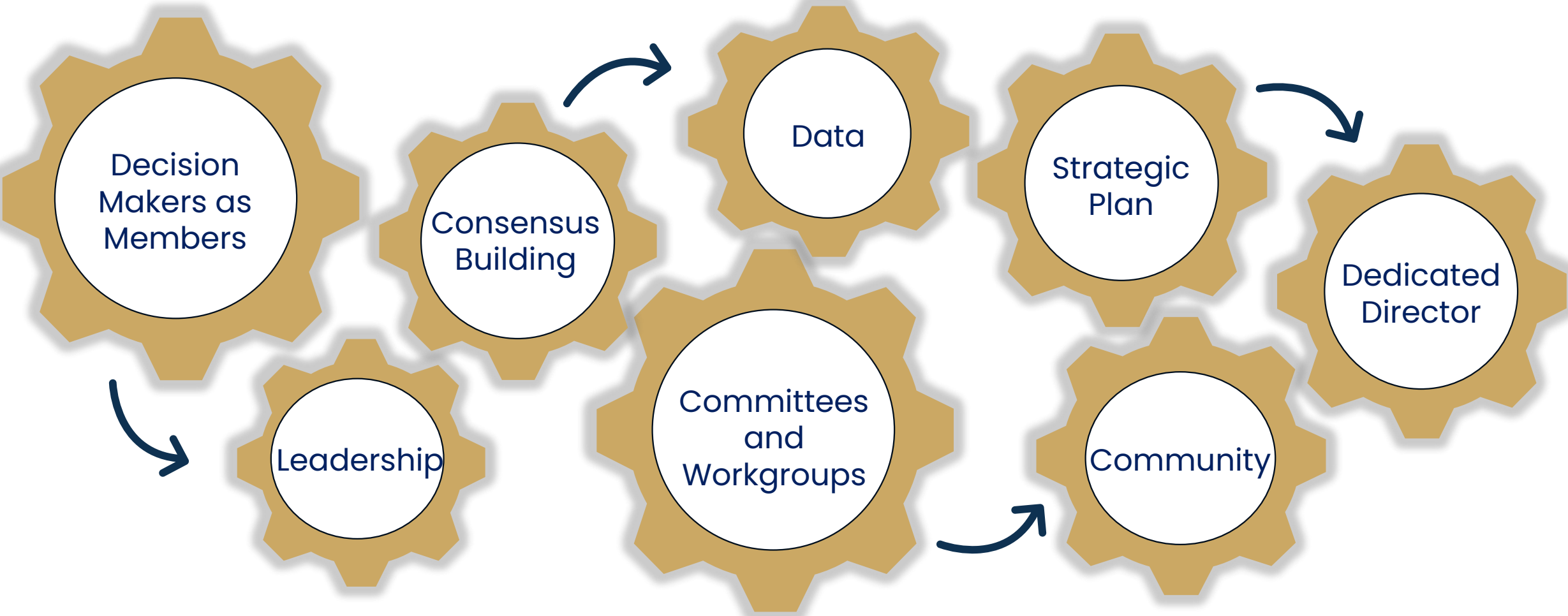
- Assessment tool is based on National Standards for CJCCs and CJCC Essential Elements
- Tool compares a CJCC against an ideal model of council
- Assessment determines compliance level with national standards (i.e., fully compliant, mostly compliant, somewhat compliant, not compliant)



Assessment Process

- Survey
- Stakeholder Interviews
- Review of council materials
- Meeting observation

The Model CJCC



Essential Elements

1

Systemic Focused

The CJCC takes a systemic approach to coordinating the criminal justice system and is guided by a vision statement and a mission statement.

2

Participation

The CJCC has executive-level decision-makers as members, and they actively participate in the council.

3

Leadership

The CJCC has an effective leadership structure that includes officers and an executive committee.

4

Consensus Building

The CJCC makes consensus-based decisions and relies on voting for procedural matters.

5

Organized Meetings

The CJCC, including committees and workgroups, has structured meetings regularly.

Committees & Workgroups

The CJCC has standing committees and workgroups that advance the strategic initiatives and work of the council.

6

Strategic Planning

The CJCC has a strategic plan that guides the work of the council and produces desired outcomes.

7

Data & Research

The CJCC produces quantitative and qualitative data on the criminal justice system and uses the data to inform decision-making.

8

Community Engagement

The CJCC engages the community by sharing information and by involving the community in the work of the council.

9

Director & Staff

The CJCC has a director and staff who coordinate and advance the council's strategic initiatives.

10

Be Thinking
About...

What most
resonates with you?

What do you want to
find out more about?

Key Themes

Strengths

1. Member and community support
2. Prior experience and progress
3. Professional and productive dialogue
4. Organized meetings
5. Professional and well-respected staff

Opportunities

1. Greater system focus
2. Strengthen leadership structure
3. Results oriented strategic plan
4. Proactive and intentional community engagement

Essential Elements Assessment Summary: Douglas County, KS

<i>Element (# factors)</i>	<i>Rating</i>	<i>Factors Fully or Mostly Present (# factors)</i>	<i>Factors Somewhat or Not Present (# factors)</i>
Systemic Focused (6)	Somewhat Compliant	Focus across agencies and systems; pursuit of fairer and more just and equitable system; bylaws outline purpose and structure (3)	Maximizing system resources and funding; responding to crises; systemic mission and vision statements (3)
Participation (7)	Mostly Compliant	Executive-level members; community membership; participation; posted publicly (4)	Size; onboarding process; member expectations (3)
Leadership (6)	Somewhat Compliant	Works with staff (1)	Designated officers from different disciplines; fair and transparent selection; keep on track and advance initiatives; leadership expectations; executive committee (5)
Consensus Building (6)	Somewhat Compliant	Productive and professional discussion; bylaw voting procedures (2)	Consensus decision-making; voting; perspectives of underrepresented communities; conflict-of-interest (4)

Essential Elements Assessment Summary: Douglas County, KS

<i>Element (# factors)</i>	<i>Rating</i>	<i>Factors Mostly or Fully Present (# factors)</i>	<i>Factors Somewhat or Not Present (# factors)</i>
Committees & Workgroups (6)	Mostly Compliant	Committees advance work of council; committee membership; staff support (3)	Chairpersons appointed by CJCC; routine updates for CJCC and executive committee; produce public documentation (3)
Strategic Planning (6)	Not Compliant	N/A (0)	Data-informed 3-5- year plan; collaboratively produced with community; SMART; short, medium, and long-term; annually reviewed and updated; publicly shared plan and progress (6)
Organized Meetings (7)	Mostly Compliant	Productive and organized; bimonthly; agendas provided; open to public; quorum requirements; follows open meeting laws (6)	Documentation (1)

Essential Elements Assessment Summary: Douglas County, KS

<i>Element (# factors)</i>	<i>Rating</i>	<i>Factors Mostly or Fully Present (# factors)</i>	<i>Factors Somewhat or Not Present (# factors)</i>
Data and Research (6)	Somewhat Compliant	Use of data and research to inform decision-making; engages outside partners to assist research efforts (2)	Use of data to monitor trends and proactively manage system; share pertinent data; metrics toward goals and objectives; annual systems data report to inform CJCC and community (4)
Community Engagement (5)	Somewhat Compliant	Maintains website (1)	Purposefully engages and includes community in decision-making; proactive education, informs community of progress and challenges; communications plan; use of spokespersons for outreach efforts (4)
Director and Staff (5)	Mostly Compliant	Professional dedicated (director); job description (2)	Director accountable to executive committee; director has staff to support operations; performance reviews with executive committee contributions (3)

Recommendations

Recommendations #1-3



Establish mission and vision statements



Align leadership structure with National Standards



Recalibrate membership and clarify membership expectations

Implement formal onboarding process for new members

Recommendations #4-6



Institute chartering process to guide committees and workgroups consistent with National Standards



Transition meetings of the full CJCC back to in-person meetings with meeting minutes



Adopt an achievable strategic plan and focus on producing outcomes

Include performance measures

Recommendations #7-9



Utilize meaningful system data



Intentionally inform and engage the community

Develop a communication plan



Modify the bylaws

Next Steps



Finalize assessment report

Submit feedback and corrections by
January 31st



Begin thinking about the recommendations and bylaws

Form Workgroup

Discussion &
Questions

What most
resonates with you?

What do you want to
find out more about?