

CJCC Strategic Planning Discussion

DOUGLAS COUNTY CRIMINAL JUSTICE COORDINATING COUNCIL
AUGUST 13, 2024

Meeting Agenda

- Brief check-in about Bylaws adoption
- Review and Discuss Scope of Work for Technical Assistance with JMI:
 - Facilitate strategic planning process, August – December 2024
 - Support onboarding of Executive Committee, January – June 2025
- Next Steps:
 - Formation of Strategic Planning Workgroup
 - Review draft workgroup charter
 - Additional discussion and next steps for CJCC members

Douglas County
Criminal Justice Coordinating
Council



J M I

DESIGNING SYSTEMIC CHANGE

Technical Assistance Phases



TECHNICAL
SUPPORT



SYSTEM DATA
METRICS TEMPLATE



CJCC STRATEGIC
PLANNING



CJCC EXECUTIVE
COMMITTEE



PROJECT CLOSEOUT

01

Technical Support from JMI

August 2024 – June 2025



Project planning



CJCC meeting attendance



Biweekly calls with project leadership



Technical support to CJCC and Coordinator

02

System Data Metrics

August - October 2024

Develop data
metrics
template

Review
completed
template

03

CJCC Strategic Planning

August 2024 –
January 2025



A formal workgroup charter to guide strategic planning process



Two days on site for in-person focus groups and administration of an online survey



Briefing presentation to ground the strategic plan, including the qualitative and quantitative information gathered



1.5 day facilitated strategic planning retreat



Iterative drafting of the strategic plan



CJCC strategic plan presented for approval

04

Executive Committee

December 2024 –
June 2025



Assist CJCC Coordinator with Executive Committee election process



Support CJCC Coordinator in the development of an Executive Committee onboarding process



Participate in bimonthly Executive Committee meetings



Provide support to Executive Committee throughout implementation of bylaw requirements

05

Project Closeout

May – June 2025

Final presentation of technical assistance to CJCC including summary of accomplishments and guidance for next steps

How Do We Get There?

STEP ONE: CHARTER A PLANNING WORKGROUP

Feedback: Planning Group Member Traits

- Experience with successful strategic planning processes as evident by growth in organizations or programming
- Understanding of the need to perform environmental scanning to identify key future strategies to address
- Analytical skills, strong communication skills, diverse perspectives, willingness to give and receive honest feedback, openness to change
- Decisive and goal oriented to guide the process, planned and structured meetings (vs. wasted time)
- Systems thinkers who can see how processes flow (or don't) from point A to point B and take a coordinated approach (i.e., getting agencies on the same page to address the same issues)
- Active listeners who acknowledge there's information and perspectives they don't know yet
- Be logical and realistic, grow buy-in
- The team needs to be very transparent, small and nimble, and include diverse perspectives in the planning process

Feedback: Guidance for the planning process

- Provide a clear path/direction for the work of the CJCC, focus on a few key strategies and include data-driven goals
- Look at long term goals for the CJCC and figure out what steps we can take in the short term to reach those goals.
- Strive to maximize funding and resources, bring agencies together with shared purpose
- Include diverse perspectives in plan development (e.g., frontline perspectives from both practitioners and people who have navigated/lived experience, professional knowledge from across the system, cross-section of stakeholders and community representatives)
- Data and research are necessary to validate the outcome of ideas
- Identify areas where we lack data to support our practices and gather information to help inform decisions moving forward
- Allow for transparent accountability and be able to inform/engage the community

Proposed Workgroup Purpose

The CJCC Strategic Planning Workgroup (Workgroup) of the Douglas County Criminal Justice Coordinating Council will:

- advise the CJCC Coordinator and JMI project staff on the completion of tasks as outlined in the project scope (Attachment A),
- review and provide feedback about the project deliverables throughout the planning process,
- identify, engage, and seek feedback from the necessary stakeholders across Douglas County to facilitate the development of strategic goals and objectives, and
- assist the CJCC Coordinator and JMI (aka. Staff Team) with drafting a strategic plan to present to the CJCC for consideration of adoption in the December 2024 CJCC meeting.

Staff Team Responsibilities

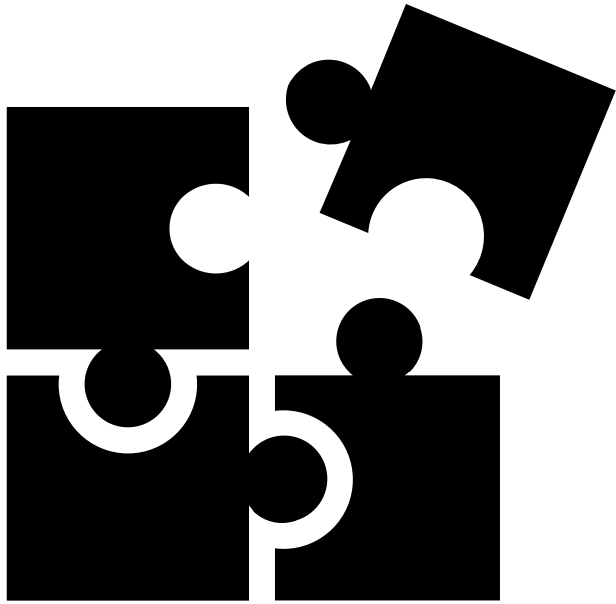
- Produce completed deliverables outlined in Attachment A
- Schedule workgroup meetings
- Arrange logistics for meetings (Zoom links, room reservations, etc.)
- Take and disseminate meeting notes
- Prepare and disseminate meeting materials
- Coordinate tasks and assignments
- Assist with meeting facilitation
- Provide workgroup members with technical expertise, examples, best practices, guidance, and other information as needed to help the workgroup meet their goals and deliverables

Workgroup Member Responsibilities

- Advise CJCC Coordinator and JMI Staff on completion of tasks in project scope. Specifically, support efforts to ensure:
 - Completion of the data metric template
 - Productive focus groups and informative online survey
 - Useful briefing presentation to ground the strategic planning retreat
 - Iterative development of the strategic plan document
 - Ongoing communications and other efforts to grow plan buy-in
- Identify, engage, and seek feedback from necessary stakeholders throughout the planning process
- Encourage participation of stakeholders in completion of planning activities, including data template, surveys, focus groups, and planning retreat
- Actively participate in communication efforts to clearly articulate workgroup activities and grow plan buy-in

CJCC Member Responsibilities

- Provide timely and honest feedback to Workgroup members.
- Ask questions and share feedback with Workgroup members during the process.
- Engage with Workgroup members during this process, even if not present at CJCC meetings when workgroup updates are provided.
- Provide Coordinator relevant data metrics from the template to the extent feasible
- Encourage active and timely participation of stakeholders in the survey and focus groups
- Thoughtfully review the briefing presentation and actively participate in the strategic planning retreat
- Provide timely review and feedback in helping to finalize the strategic plan



Proposed Charter

- Members to guide planning process and tasks and advise the staff team:
 - Patrick Schmitz, CEO, Bert Nash Center
 - Jessica Glendening, Chief Defender, BIDS
 - Wes Lovett, Chief, Eudora Police Department
 - James McCabria, Chief District Court Judge
- Workgroup charter (see draft)
 - Feedback?