



**EXECUTIVE COMMITTEE MEETING**  
Robert Weisman Governmental Center  
Office of Finance and Budget Management Conference  
Room - 7th Floor 301 N. Olive Avenue, West Palm Beach, FL 33401

**MINUTES**

**Monday, April 8, 2024, 8:00 a.m.**

**Members Present**

Glenn Kelley, Chief Judge, 15<sup>th</sup> Judicial Circuit  
Marcia Andrews, Palm Beach County School Board Member, and CJC Treasurer  
Maria Antuna, Hispanic Chamber of Commerce  
Matt Pawlowski, Next Era Energy, and CJC Secretary  
Michael Barnett, County Commissioner (**Phone**)  
Michelle Suskauer, Dimond Kaplan & Rothstein, P.A.  
Mike Burke, School Superintendent (**Ex-officio**)

**Members Absent**

Carey Haughwout, Public Defender, 15<sup>th</sup> Judicial Circuit  
Dr. Rachel Docekal, CEO, Hanley Foundation, and CJC Chair  
Earnie Ellison, Managing Partner, Ellison Consulting Group, LLC  
Lauren Whetstone, FPL Energy Services, Inc., and CJC Vice-Chair  
Reverend Kevin Jones, Past Chair, Clergy

**Guests Attending**

Jennifer Loyless, Public Defender's Office

**CJC Staff Present**

Katherine Shover, Criminal Justice Systems Manager  
Damir Kukec, Research and Planning Manager  
Brad Allen, Criminal Justice Analyst  
Christopher Slydell, Criminal Justice Analyst  
Margo Smith, Criminal Justice Analyst  
Rosalind Murray, Community Engagement Coordinator  
Todd Bonlarron, Assistant County Administrator

- I. Call to Order – Treasurer, Marcia Andrews**  
Ms. Andrews called the meeting to order in the stead of Chair, Dr. Rachel Docekal
- II. Roll Call – Katherine Shover, Criminal Justice Systems Manager**  
Ms. Shover completed roll call and confirmed a quorum was present.
- III. Approval and/or corrections to the Agenda**  
Ms. Andrews, entertained a motion to approve the Agenda. A motion was made by Secretary, Matt Pawlowski, seconded by Chief Judge Glenn Kelley, and passed unanimously.
- IV. Approval and/or Corrections to the March 11, 2024 Minutes**  
Ms. Andrews, entertained a motion to approve the minutes. A motion was made by Maria Antuna, seconded by Rev. Kevin Jones, and passed unanimously.



V. **Chair's Comments** – *Todd Bonlarron, Assistant County Administrator*

1. Dr. Laurie Garduque, Director of Criminal Justice, MacArthur Foundation, and Brett Taylor, JD, Director, Center for Justice Innovation, will attend the April 22<sup>nd</sup> CJC meeting and conduct a site visit from April 22-23, 2024.
  - Todd Bonlarron will meet with the MacArthur team, Dr. Lauri Garduque et al, on April 21, 2024 (due to Passover) and be with them on the 22<sup>nd</sup> and 23<sup>rd</sup> of April as well.; they have been engaged with our work and supportive of our efforts.
  - A meet and greet with the team will be available to all members, especially our newer members.
2. Narcan presentation by EMS Division Chief Timothy Alvin from the City of Riviera Beach will be held on the April 22<sup>nd</sup> CJC meeting at the Hanley Center.
  - Education on the matter along with a demonstration on how to use the device will take place.
    - Mike Burke explained how Narcan is available at all Palm Beach County School Health Clinics. They also received a grant that allows for Narcan to also be available to all School Board Police Officers (this is planned to roll out over the next few weeks).
3. The Impact of Housing Stability on Recovery and Recidivism Reduction presentation by PBC Community Services Director II James Green and Senior Program Manager John Hulick will be held on the April 22<sup>nd</sup> CJC meeting at the Hanley Center.
  - We have received funding from the Opioid Lawsuit Settlement and questions relate to how we'll utilize these funds have been made. How that funding will be dispensed on the housing and recovery side over the coming year will be discussed by Dr. Green and Mr. Hulick, as the Administrative Team has worked closely with their Department on a plan moving forward.

VI. **Executive Director Update**

Jails Trends presentation by Research and Planning Manager Damir Kukec will be held on the May 28<sup>th</sup> CJC meeting at the Hanley Center - *Todd Bonlarron, Assistant County Administrator*

- Due to the engaging session with the Path to College Students at the last Full CJC Meeting, Damir was unable to present data on jail trends as planned.

Bond Schedule Data discussion with FSU Dr. Jennifer Copp will be held on the April 22<sup>nd</sup> CJC meeting at the Hanley Center – *Todd Bonlarron, Assistant County Administrator*

- Per CJC Systems Manager, Ms. Shover, Dr. Copp will need at least 6 months to gather data and an additional two months to analyze it for a preliminary report, (preliminary report will be available sometime in the fall of this year).

Reinvestment and FDLE grant updates – *Todd Bonlarron, Assistant County Administrator*

- With Southeast Florida Behavioral Network (SEFBHN), we submitted and received a grant in the amount of \$1.2 million dollars to address mental health related issues via our mental health court, recovery and more.
  - **Ms. Shover:** This is an implementation and expansion grant and the CJC worked with Carey Haughwout from the Public Defender's Office, and the Courts to determine its needs... it was determined the expansion of Teaching Court was needed. A copy of our most recent Sequential Intercept Mapping was used as justification as well...updates will be provided at future meetings.



- We submitted for an FDLE Grant that was approved in the amount of \$82,114 to support law enforcement by way of equipment (ballistic shields, reaching backpacks, camera equipment, crime scene barriers, medical kits and more) to be distributed throughout the county to local law enforcement agencies (Riviera Beach will receive street analyzing machines, Highland Beach/Palm Beach/Atlantis/Manalapan will receive rapid ID systems, and Florida Atlantic University's Police Department will receive handheld radar units and ballistic shields for example), and the CJC will receive an all-in-one smart board, allowing for a collaboration with other law enforcement agencies throughout the county on their data.

## VII. New Business

### A. FY 2024 Grant to Improve the Criminal Justice Response - Continued

Partnership with Victim Services presentation – *Nicole Bishop, Director of Victim & Justice Services (see attachment)*

- **Mr. Bonlarron:** We applied for funds through a partnership with Victim Services and are potentially changing how those dollars will be utilized.
- **Nicole Bishop:** In 2018 they received funding under the Domestic Violence Trust Fund and partnered with the Battered Women's Justice Project, successfully looking at the community and conducting evaluations on the overall response to intimate partner violence throughout the entire [criminal justice] system. They reviewed internal policies, as well as the ongoing status of intimate partner violence throughout the county, with the objective to evaluate and document the overall response for needed protocol changes and enhancements. The following was accomplished:
  - a. Developed a logic model for a coordinated community response.
  - b. Developed a project plan.
  - c. Developed policies and practices.
  - d. Have a fully formed and functioning Coordinated Community Response Committee (*existing committees that were already in the community like the Fatality Review Team and the Child Welfare Team were integrated into the CCR to begin effective cross sharing of information*).
    - i. All of these elements bring together individuals in the community that deal with domestic violence for (victims and offenders) with a focus on enhancing support and training as needed specifically for law enforcement based on strategic planning and mapping sessions conducted with domestic violence victims and offenders.
    - ii. Utilized the system mapping to prioritize their plan of action and work plan.
  - e. Created an institutional analysis work group that met and reviewed felony and misdemeanor law enforcement reports.
  - f. Developed offender accountability and victim satisfaction surveys and held focus groups to explore the issues of offender accountability and language access (victim services were strengthened by a grant funded Advocate at Victim Services and their partner Aid to Victims of Domestic Abuse (AVDA)).
  - g. Expanded outreach to victims and highly lethal cases.



- h. Strengthened relationships in the community with the Guatemala Maya Center and El Sol, increasing access to survivors from marginalized populations.
  - i. Brought in a consultant to develop an intimate partner prevention education curriculum for offenders to enhance programming in the county.
  - j. Conducted a rule clarification training throughout Palm Beach County.
  - k. Developed an [domestic violence] awareness campaign informing victims of resources available in the community.
  - l. Developed protocols to include a cross agency referral process along with a protocol for forensic nurses to respond to cases of strangulation (funding from the prior 2021 grant allowed them to lay the groundwork for systematic change with hopes to amplify their progress in the next iteration of the grant.
- Ultimately, in the new grant they're seeking partnership/commitment from the CJC in their efforts to continue providing comprehensive victim safety measures and support, enhance multi-sector collaboration, promote local policy/systemic change and continue increasing [awareness of] cultural sensitivity, diversity, and trauma informed care with the CJC having a direct connection to the work and inclusion in planning and development of these activities.

#### **Questions Comments & Statements:**

**Ms. Andrews:** Happy to hear all of the work that's being done throughout the county on an area that's been neglected for some time now. Also pleased to hear that access in different languages is being provided as well. Opened the floor for comments and a motion to approve the partnership with the CJC on the new grant/scope of work.

**Michelle Suskauer:** Works in the domestic violence space and is encouraged on the work being done as well. Moved for a motion to approve the partnership, seconded by, and passed unanimously.

**Jorge Garrido:** Where did the funding come from and is it set in stone to receive or can it change?

**Nicole Bishop:** Department of Justice Office on Violence Against Women, and while there is never a guarantee on receiving grant funding, they have been a receipt of the this grant since 2011 and have confidence in receiving the grant.

**Michelle Suskauer:** Do you have a partnership or share information with the Legal Aid and Palm Beach County on their project?

**Nicole Bishop:** Yes.

#### **VIII. Old Business**

##### **A. CJC Executive Director Search Update - *Todd Bonlarron, Assistant County Administrator***

- Thanked all the members of the Selection Committee for their efforts during the hands on Executive Director search, especially with the process being completely in the public. Every single one of the four (4) candidates interviewed were outstanding with great pedigrees, incredible experience, and brought different. The Selection Committee recommended Dr. Von Critchlow as their top choice ultimately. He is familiar with a number of people and agencies in the South Florida area as a former Professor at FAU. He is currently at the University of Connecticut and has a considerable and extensive background in research on a



variety of criminal justice issues. He worked closely with PBSO and a number of local law enforcement agencies, particularly in his research surrounding body cameras. His leadership style and forward thinking in terms of short and long-term ideas he revealed during the process stood out with a number of us in the selection committee.

- **Next Steps:** Our administrator [Verdenia Baker] is out of town but I will meet with with this week because the process by ordinance is for the Selection Committee makes a recommendation that goes before the administrator, and ultimately back to the CJC Full Board, and then back to the Board of County Commissioners for final approval of selection.
- The CJC will be updated along the way during the hiring process.
- **Marcia Andrews:** The entire process from dealing with Palm Beach County Human Resources to the Hanley Center hosting meetings was great along with the Public having access to the entire process.

**B. CJC Nomination Selections** will be presented at the following Board of County Commissioners (BOCC) meetings - *Todd Bonlarron, Assistant County Administrator*

1. Seat 19 – Black Chamber: Leontyne Brown (approved)
2. Seat 20 – Hispanic Chamber: Jorge Garrido (approved)
3. Seat 32 – Returning Citizen: Oswald Newbold (4/9 BOCC Meeting)
4. Seat 33 – Crime Survivor: Karen Hansen (4/9 BOCC Meeting)
5. Seat 34 – Youth 17-22 years old: Shania Grant (4/9 BOCC Meeting)
6. Seat 35 – At Large: Vanessa Klein (4/9 BOCC Meeting)

**IX. Discussion Items/Updates**

**A. Community Engagement Contract update** – *Todd Bonlarron, Assistant County Administrator*

- Met with Jamie Lee-Bradshaw of Community Partners last week to update the scope of work and payment schedules in the contract with an expectation for the contract to be signed by the end of the week. There will be an update at the next Full CJC Board meeting as this integral relationship with the community and law enforcement needs to be fostered.

**X. Member Comments**

- **Marcia Andrews:** Thanked the CJC for the prison tour, enjoyed meeting the wardens of the facilities, and learned a great deal about the many functions incarcerated individuals do for modern society, and thanked Judge Gerber and retired Judge Moses for their support.
  - CJC Analyst, Brad Allen, also spoke on how positive the experience was for him as well, thanking the CJC for the opportunity.
- **Chief Judge Kelley:** The bus the CJC supports financially truly makes a huge difference in the tour prison taking place. This is great work that the CJC should continue to support; educating the community in an efficient way.
- **Mr. Bonlarron:** There are opportunities with the county for formerly incarcerated individuals when it comes to employment based on their direct training from facilities visited on the prison tour. It is of great value to see how this all connects.



- Congratulations to Maria Antuna for earning a seat at the Mayor's Planning Council in Wellington, FL.
- Congratulations to Michelle Suskuaer for her award from the Legal Aid Society, where everyone is welcome to attend their celebration of 75 years of service May 11, 2024 at The Kravis Center.
- Palm Beach County Victim Services was selected as Outstanding Community Partner by the FBI with an invitation to Washington D. C. in two weeks to receive, the award from the FBI Director.

**XI. Public Comments- NONE**

**XII. Adjournment- Meeting Adjourned**

***Next Meeting: Monday, May 13, 2024 - 8 AM***  
*Robert Weisman Governmental Center*  
*Office of Financial Management & Budget (OFMB)*  
*7<sup>th</sup> Floor Conference Room*  
*301 N. Olive Avenue, West Palm Beach, FL*