

**CRIMINAL JUSTICE COORDINATING COUNCIL  
BYLAWS / STATEMENT OF PURPOSE**

Amended June 2, 2010

**Article I: Name**

The name of this council is the Gallatin County Criminal Justice Coordinating Council, referred to as the CJCC in the following Bylaws.

**Article II: Authority**

The CJCC was created in 2000 in response to Resolution 2000-30 of the Gallatin County Commission. Gallatin County criminal justice officials agree to work together to accomplish the goals and objectives of the CJCC, as set forth below.

**Article III: Mission**

The principal mission of the CJCC is to study Gallatin County's juvenile and adult criminal justice system; identify deficiencies; raise public awareness; consolidate efforts; and formulate policy, plans, and programs to improve the system. The CJCC is committed to the coordinated planning of innovative corrections programs that reflect the County's desire for safety and cost effectiveness and to assess successes and shortcomings. The CJCC will serve as the central planning body for the juvenile and adult criminal justice system, and will make recommendations to public policy boards regarding pressing issues within our justice system.

**Article IV: Members**

There are 11 voting members of the CJCC.

1. A District Court Judge of the 18<sup>th</sup> Judicial District, selected by the district judges each July
2. A Justice of the Peace, selected by the justices each July
3. A Municipal or City Judge, selected by the judges each July
4. A Gallatin County Commissioner, selected by the Commissioners each January
5. A Municipal Chief of Police/Director of Public Safety, selected by the chiefs each July
6. Gallatin County Attorney
7. Gallatin County Sheriff
8. Gallatin County Chief Youth Probation Officer
9. Gallatin County Chief Adult Probation Officer
10. Regional Deputy Public Defender *[Added 6/7/07]*
11. A city council, mayor, or manager representative of the Gallatin Towns (Belgrade, Bozeman, Manhattan, West Yellowstone) rotating alphabetically each July. *[Added 12/6/07]*

**Article V: Meetings**

**Sec. A: Regular Meetings.** The CJCC shall meet the first Wednesday noon of each month at a place specified by the Chair, and with public notice. The meeting schedule may be changed by a majority vote of the members.

**Sec. B: Quorum.** A quorum is a majority of the members present. Action may be taken by a

majority present or by a consensus of those present.

**Sec. C: Attendance.** A member who misses two consecutive regular meetings, or three meetings out of a 12-month calendar year, without a reasonable excuse as determined by the Chair, shall forfeit membership. When a membership is forfeited, the position will be filled according to the process outlined in Article IV. If the person is a CJCC member by virtue of the office, the remedy concerning that office being represented on the CJCC is left to the discretion of the CJCC.

**Sec. D: Convening Special Meetings.** The Chair of the CJCC may convene a special meeting by written notice served at least 24 hours in advance, but otherwise only in case of an emergency. It is the Chair's prerogative to determine an emergency.

**Sec. E: Staff Support.** The District Court Administrator, who will serve as Executive Secretary, will provide staff support.

**Article VI: Chair**

The Chair of the CJCC is a Judge of the 18<sup>th</sup> Judicial District. When the Chair cannot attend a meeting, a temporary chair will be agreed upon by present members.

**Article VII: Voting**

Each CJCC member has one vote.

**Article VIII: Task Forces and Subcommittees**

To expedite business of the CJCC, temporary task forces of members and nonmembers may be established by consensus or by a majority to carry out a particular task. These subcommittees may be established by consensus or majority for longer term or permanent missions, and will report to CJCC meetings upon request.

**Article XI: Advisory Committee**

A larger group of professionals, service providers, stakeholders, and interested public will be invited by the CJCC to serve on an Advisory Committee not exceeding 15 members. The purpose of the Advisory Committee is to provide a mechanism for outreach and exchange information, to make recommendations, and to serve on task forces and subcommittees. Each July, the Chair shall nominate these members to serve a one year term.

**Article XII: Authority**

A decision by the CJCC shall be made by motion, seconded, opened for discussion, called for a vote, and approved by a majority vote.

**Article XIII: Amendment of Bylaws**

Proposed amendments to the Bylaws are to be included on the agenda of a regularly scheduled CJCC. Any action will become effective immediately.

## STATEMENT OF PURPOSE

### History

In 2000, the Criminal Justice Coordinating Council (CJCC) was formed following years of inconclusive discussion of the Detention Center problems. Since its formation, the CJCC has recommended, and the County has acted on a variety of measures including: a criminal justice system assessment; expedited case processing; a new jail information system; a County Public Defender Office; a Department of Court Services with pretrial, electronic monitoring, and post adjudication and treatment programs; a mental health crisis stabilization home; a video conferencing system; a strengthened jail work program; and a Re-entry Program to assist the transition of parolees back into the community.

### The Need

While the system has made fundamental changes in its operations, continuation of the CJCC is critical to provide an ongoing, policy-driven, proactive approach to:

- understand, coordinate, and set priorities for all components of the criminal justice system;
- meet the public's desire for a safe, fair, constitutional, and cost-effective corrections system that includes recidivism, mental health coordination, drug court, incarceration, and other appropriate sanctions;
- meet the defendant's need to rehabilitate and promote reasonable dispositional alternatives;
- improve adult and juvenile mental health protocol in Gallatin County;
- shorten the duration of the disposition of all cases;
- ensure the recognition of the rights of all people entering the criminal justice system in Gallatin County
- bring together all members of the criminal justice community, governing officials, and stakeholders to develop an understanding of trends, projections, costs, efficiency, improving the system, and propose viable improvements; and
- work together on appropriate solutions.

### Goals and Objectives

The CJCC will serve as a vehicle for the coordination, continuity, and accountability of the County's criminal justice system.

The CJCC will offer requested guidance for the Detention Center by reviewing the following: management of the number of prisoners held out-of-county; and recommend programs that affect the inmate population.

The CJCC will assist in the transition to the new Detention Center in the following ways: receive reports on the transition plans for the new detention center; and assist in implementing plans regarding inmate population, such as whether to reserve beds for out-of-county prisoners, and law enforcement's modifications, if any, of its policies regarding warrantless arrests and arrests in cases where warrants are issued.

The CJCC will assist the following mental health-related projects of the County and mental health providers: the Hope House, a residential facility with secure detention beds for the mentally ill; the Crisis Intervention Training (CIT) program where law enforcement screen persons with mental health issues; management of persons with mental health issues who are booked into the detention center; and the mental health court project, or Virgil Project, a collaboration of prosecutors, defense counsel, court services, and mental health service providers to better assist criminal offenders, including juveniles, with mental health issues.

The CJCC will assist the County Commission with the following Law and Justice Center site issues: encourage co-location of all City of Bozeman law enforcement and court services with the County's law enforcement and court services; promote a comprehensive plan for the site, including a new courthouse and new law enforcement offices; and promote safety in these public buildings.

The CJCC will continue its comprehensive review of criminal justice programs with attention to data, trends, growth rates, crime rates, staffing, best practices, and new technology and innovations.

The CJCC will develop recommendations about how Gallatin County can better manage its criminal justice population.

The CJCC will provide oversight for, and require accountability of, new programs such as Court Services and Re-Entry.

The CJCC will seek input and provide opportunity for public participation.