

# Douglas County CJCC Technical Assistance Project

CJCC Meeting  
September 12, 2023



# The Justice Management Institute

Non-profit organization founded in 1995; based in Arlington, VA

Specializes in research, education and technical assistance for criminal justice systems

Completed more than 400 justice projects

Founder of the National Network of Criminal Justice Coordinating Councils (NNCJCC)



# Project Team

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# Project 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*

# Project Objectives

1. Assess the purpose and structure of the CJCC to ensure it aligns with best practices;
2. Collaborate with CJCC members to adopt improvements to the CJCC, including the structure of CJCC bylaws

# Project Plan

1. Project Initiation
2. Stakeholder Survey and Interviews
3. CJCC Findings Report with Recommendations
4. CJCC Bylaws and Structure

Estimated Project Timeline: 7 months

# Project Initiation

(Month 1)

## Tasks:

1. *Create a project calendar and management plan with project leadership.*
2. *Review historical information and data related to the CJCC and justice system.*
3. *Co-facilitate virtual project kick-off with the CJCC officers and full CJCC.*

# Stakeholder Survey and Interviews

(Months 2-3)

## **Tasks:**

- 1. Prepare, disseminate, and analyze stakeholder survey.*
- 2. Conduct virtual one-on-one meetings with CJCC members and other stakeholders.*
- 3. Observe CJCC and subcommittee meetings.*



# CJCC Findings Report with Recommend- ations

(Months 3-5)

## **Tasks:**

- 1. Prepare draft report and recommendations.*
- 2. Present draft report and recommendations to CJCC.*
- 3. Produce final report that incorporates feedback from project leadership and CJCC.*

# CJCC Bylaws and Structure

(Months 5-7)

## Tasks:

1. *Facilitate workgroup sessions to develop vision and mission statement and bylaws.*
2. *Present workgroup recommendations for council enhancement to CJCC for consideration.*
3. *Finalize bylaws for CJCC approval.*

# Next Steps

- Create project calendar
- Review historical documents
- Complete stakeholder interviews
- Conduct stakeholder survey

# Questions?



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