

**Idaho Criminal Justice Commission**  
**Regular Meeting**  
September 27, 2024

**Location:** [Microsoft Teams](#)

**Time:** 9:00 a.m.–10:00 a.m.

**Idaho Criminal Justice Commission Members Present:**

Ashley Dowell, Chair, IDJC	Vacant, Public Member
Tracy Basterrechea, Chiefs of Police Association	Erik Lehtinen, SAPD
Kieran Donahue, Idaho Sheriffs Association	Thomas Sullivan, Judge, Magistrate Court
Monty Prow, Health & Welfare	Joshua Hurwit, U.S. Attorney, District of Idaho
Melissa Wintrow, Senate Judiciary & Rules	Jeff Nye, Idaho Attorney General's Office
Bill Gardner, Idaho State Police	Darren Simpson, Judge, District Court
Jonathon Brody, Judge, District Court	

Bruce Skaug, House Jud & Rules Admin  
McKenzie Johnson, Office of the Governor  
Denton Darrington, Public Member  
Marianne King, Office of Drug Policy  
Vacant, Comm of Pardons & Parole  
Josh Tewalt, Department of Correction

Comprising a quorum of Idaho Criminal Justice Commission (Commission)

**Idaho Criminal Justice Commission Members Absent**

Seth Grigg, Idaho Association of Counties	Chris Mathias, House Jud, Rules & Admin
Grant Loeb, Prosecuting Attorneys Assoc.	Todd Lakey, Senate Judiciary & Rules Chairman
Greg Wilson, Department of Education	Kathleen Elliott, Public Defense Commission
Sara Omundson, Idaho Supreme Court	
Brenadette LaSarte, Public Member	

**Others Present:**

Shelly Anzuoni  
Shannon McGuire  
Jason Spillman

<b>Agenda</b> <i>Who's Responsible</i>		<b>Meeting Outcomes/Decisions Reached</b>	<b>Due Date</b>
9:00 am (5 min)	Call to Order— <i>Chair Ashley Dowell</i> <ul style="list-style-type: none"> <li>• Welcome and Roll Call— <i>Chair Ashley Dowell</i></li> <li>• Review Commission's Vision and Mission Statement and Values—<i>Commission Members</i></li> </ul>		
<b>Commission Management</b>			
	<b>Action Item</b> – Approve June 2024 Minutes	<i>Keiran Donahue motioned to approve June 2024 minutes; Marianne King seconded. Motion passed.</i>	
	<b>Action Item- Motion and approval of a vice Chair</b>	<i>Josh Tewalt motioned to nominate Kieran Donahue as Vice Chair of the Idaho Criminal Justice Commission. Rep. Bruce Skaug seconded. Monty Prow motioned to be a third if necessary! Motion passed.</i>  <i>Kieran Donahue accepted and was approved as Vice Chair.</i>	
<b>Promote Well-Informed Policy Decisions</b>			
	Strategic Planning Discussion – Presentation and discussion of contract options Action Item- Approve contract for strategic planning services	Strategic planning bid that could be voted on in December and start in 2025 with a clean plan and move forward from there. Shannon McGuire - Strategic Planning Expert @ Spark  Topically focused and implementation driven strategic plan. All systems come down to individual behaviors. In combination with others lived experiences, we share with each other those experiences to create a plan to move forward. This is how Spark will come up with a customizable approach to take on the strategic plan and manage and facilitate the strategic process.  3 Options Offered (50% deposit invoiced upon contract approval)  Option A – Strategist (Shannon McGuire) co-writing the plan with selected leaders. \$30,000  Option B – Strategist and data specialist produce the plan with leadership oversight. \$40,000  Option C – Strategist, data specialist and graphic designer produce the plan with leadership oversight. \$50,000	

<p style="text-align: center;"><b>Agenda</b> <i>Who's Responsible</i></p>	<p style="text-align: center;"><b>Meeting Outcomes/Decisions Reached</b></p>	<p style="text-align: center;"><b>Due Date</b></p>
	<p>Utilizing the governors executive order to be included in the process and proclamation and planning cycles to guide the overarching structure of accountability during the plan.</p> <p>The data specialist included in Option B and Option C helps to design surveys, oversees the process on how information is collected, and a set of other data points across the health districts to help pull into the conversation as well. The data specialist would aggregate this information together.</p> <p>Allocation of monies to pay for contract – breakdown of agencies that help cover the costs of ICJC. The same entities would be asked to help chip in to pay for the strategic planning initiative.</p> <p>Strict parameters and set of goals in the strategy are important. Many members have emphasized the importance.</p> <p>Strategic planning expert is important to help maintain the commission moving forward in a strategic manner that fits those goals and direction of the Idaho Criminal Justice Commission. Various members have advocated for Shannon McGuire and her team at Spark, and the work that they do.</p> <p>Financial contributors getting together to understand the cost breakdown of the strategic plan, the courts are willing to be the contract holder with Spark.</p> <p>Contributing Members Breakdown (Funding Agencies)  Office of the Governor  Department of Correction  Idaho State Police  Department of Juvenile Correction  Pardons and Parole  Department of Health and Welfare  Administrative Director of the Courts</p> <p>ISP would be happy to help assist in funding*</p>	

Agenda <i>Who's Responsible</i>		Meeting Outcomes/Decisions Reached	Due Date
		<p><i>Kieran Donahue motioned to move forward into contracting with Shannon McGuire and her team's services, and that utilize the aforementioned list of entities that contribute financial assistance for the commission to review the financial side, and if they will provide the financial assistance to secure the contract. Josh Tewalt seconded the motion. Motion passed.</i></p> <p><i>McKenzie Johnson motioned to move forward with financial entities to discuss the option desired by the committee for strategic planning. Bill Gardner seconded. Motion passed.</i></p>	
10:00 am	Adjourn	Kieran Donahue motioned to adjournment, seconded by McKenzie Johnson at 9:58 am.	

Next regularly scheduled meeting to be held in Boise, Friday, October 25, 2024

## **“Collaborating for a Safer Idaho”**