



Charles County CRIMINAL JUSTICE COORDINATING COUNCIL

Charles County CJCC Meeting

Date | Time: 1/9/2025 8:00 AM to 9:00 AM

Location: Microsoft Teams Video Conference

Meeting Co-Chairs: Hon. H. James West and Commissioner President Reuben B. Collins, II, Esq.

Meeting Attendees:

- Reuben B. Collins, II, Esq. (Board of County Commissioners)
- Judge Patrick Devine (District Court)
- Tony Covington (State's Attorney)
- Deborah Zrioka (CJCC Staff/Circuit Court)
- Deb Hall (Charles County Government)
- Jason DuBard (Parole and Probation)
- Tanisha Sanders (Charles County Department of Social Services)
- Gary Ruble (Department of Juvenile Services)
- Sara Carruth (Circuit Court)
- Other Members & Participants

Meeting Objectives

1. Approve Meeting Minutes from November 2024
2. CJCC Community Engagement
3. FY26 Budget Request
4. Open Discussion

Meeting Minutes

Meeting convened at 8:00 a.m.

The Meeting Minutes from the November 7, 2024, CJCC Meeting were approved.

Approval of Previous Meeting Minutes

- The November 2024 meeting minutes were placed in the chat for review.
- Motion to approve November meeting minutes: Commissioner President Collins
- Seconded by: Jason DuBard
- Outcome: Approved unanimously.



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Presentation on Community Engagement & Website Development

Speakers:

- Doria Fleisher, Community Engagement Coordinator, Charles County Government
- Janet Sferrella, Web Developer
- Bill J. Kidwell, IT Support

Key Points:

- Discussion on past, present, and future engagement strategies in Charles County.
- Need for increased resident involvement and investment in government initiatives.
- Overview of the IAP2 Public Participation Model for engagement (Inform, Consult, Involve, Collaborate, Empower).
- Introduction of Stay Engaged Charles County, a new platform for gathering community feedback.
- Importance of a dedicated website for CJCC to improve accessibility and transparency.
- Presentation encountered technical issues, but key points were conveyed successfully.

Budget Discussion for FY26

Presented by: Deborah Zrioka

Proposed Budget Requests:

- Juvenile Justice Critical Intervention Mapping Study (\$35,000)
- Increase in-person meetings & community outreach costs (Food, materials, etc.)
- CJCC website and media campaign (Printing, marketing)
- Employee education & conference attendance (National CJCC Conference 2025)
- Training and workshops (On specific criminal justice topics)
- Pretrial Services Funding (\$355,400 requested; acknowledged as insufficient, requiring future discussions)

Key Points:

- CJCC is still developing a long-term pretrial services budget and will need more funding.
- Commissioner President Collins acknowledged that statewide budget reductions might affect funding but emphasized the importance of pretrial services for Charles County.



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Open Discussion & Future Planning

Judge H. James West's Update on the Circuit Court

- Increase in foot traffic and security screenings (10,000+ monthly).
- Expansion of voir dire (jury selection process), potentially increasing trial lengths.
- Request for an additional judge position, currently under review.
- Challenges with courthouse infrastructure—expressed need for a new courthouse.

CJCC Legislative Advocacy

- Commissioner President Collins suggested developing an annual legislative report for policy discussions in Annapolis.
- Judge West supported creating a standardized format for yearly reports to better inform legislators.
- Deborah Zrioka has begun gathering examples of CJCC annual reports to establish a template.

Retirement Announcement - Deborah Zrioka

- Judge West announced that Deborah Zrioka will retire on January 17, 2025.
- Commendations:
 - Recognized for dedicated service in establishing and advancing the CJCC.
 - Played a critical role in courthouse operations, crisis management, and strategic planning.
- Deborah Zrioka's Statement:
 - Plans to take a brief break but will remain engaged in justice-related initiatives.
 - Expressed gratitude to colleagues and leadership for their collaboration over the years.

Adjournment

- Commissioner President Collins closed the meeting, thanking all participants.
- With no further matters to discuss, a motion was made and seconded to adjourn the January 9, 2025, CJCC meeting.

Meeting adjourned at 8:53 a.m.

The mission of the CJCC is to enhance the operation of the Charles County adult and juvenile justice systems through interagency collaboration and the coordination of cohesive policies and programs for the purposes of improving public health and safety and heightening public trust.