

COMMITTEE ON PROBATION

ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
1501 WEST WASHINGTON STREET
CONFERENCE ROOM 119 A & B
PHOENIX, ARIZONA

May 11, 2007

CHAIR:

David F. Sanders

MEMBERS PRESENT:

Margie Brakefield
Barbara Broderick
Carol Boone
Jim Buzard
Carl Fox
Billie Grobe
Arno Hall
Tim Hardy

Marty Krizay
Rob Lubitz
Bryan Matsuda
Diane McGinnis
Mario Moreno
Chuck Moter
Frank Owens
David F. Sanders

Rik Schmidt
Sharon Sikora
Livingston Sutro
Ken Symmes
Rich Tozer
Kathy Waters
Myrtle Young
Todd Zweig

MEMBERS NOT PRESENT:

Lin Adams
John Armstrong
Frank Begay
Carol Boone
Mike Branham

Frank Corrales
Vincent Craig
Honorable Michael Cruikshank
Dave Despain
Marilee Dal Pra
Debra A. Hall

Honorable James Keppel
Greg Lucero
Scott Mabery
Ken R. Symmes
Friend Walker
Richard Wilson

GUESTS:

Maria Aguilar-Amaya
Rene Baca
Dave Chaison
Amy Champeau
JL Doyle
Girlie Forman
Leila Gholam

Marie Holck
Kevin Jeffries
Rania Khoury
Amy Love
Lu McClendon
Tim Orona
Alan Palomino

Tivo Romero
John Ryder
Fred Santesteban
Sarah Schmoll
Cynthia Segovia
Paula Taylor
Brett Watson

STAFF:

Terry Carroll

Griselda Barragan

I. WELCOME

David Sanders called the meeting to order at 9:14 a.m. and asked the group to recite the Pledge of Allegiance. Introductions were made around the room.

New members and staff:

- Mario Moreno U.S. Chief probation officer
- Amy Champeau new member to Adult Probation Services Division – Op Review Specialist

II. APPROVAL OF MINUTES

MOTION: Diana McGinnis made a motion to approve the February 2, 2007 meeting minutes. Kathy Waters seconded the motion. Motion passed unanimously. COP 07-003

III. ACJA Section 6-108: Critical Incidents

- Brett Watson and Kevin Jeffries provided the following information:

- Quarterly Safety report has been removed from this Code Section.
- What is being asked of COP is to move this code forward as written.
- Codes will be presented to Dave Byers next week.

MOTION: Diane McGinnis made a motion to approve the Critical Incidents code (section 6-108) Bullet 4 & 5 to be removed. Barbara Broderick seconded the motion. After discussion, 13 in favor, 1 opposed. Motion Passed COP 07-004

MOTION: Rick Tozer made motion to move code (section 6-108) forward Chuck Motor seconded the motion. Count taken. All in favor. Motion Passed unanimously. COP 07-005

IV. ACJA Section 3-401: Priority of Offender Payments

- Brett Watson and Paula Taylor provided the following information:

- Looking for COP direction on what you would like to do with the monies presented to the clerk when there is an old closed case amount. Should payment be made to current case? Could the payer designate where the monies go? Dave Byers will be presented with this next Friday.
- The code is set to be the default position. It is up to the court to apply monies as each case is presented
- The clerk's office is the only agency that has asked for direction. The issue is, how to handle old cases that have monies due, but have current charges on a new case and are making payments.

MOTION: Diane McGinnis makes a motion that COP accepts this as written with an amendment that clarifies payments being received are for current cases unless otherwise directed by Courts. Frank Owens seconded the motion. All in favor – Motion Passes unanimously. COP 07-006

V. Legislative Update

- Leila Gholam and Cynthia Segovia provided the following information:

- In the session we are at the end, we are waiting for the budget as soon as that goes through you will see this section go very quickly and it could be from 24-48 hours.
- On hand-out provided if they have a Chapter that means that has passed and the Governor has signed it. There are a few outstanding bills which are toward the end that have not been sign or gone through.
- **The following Bills have Passed:**
- 33/SB1170: Public Safety Employees: Disease testing
- 54/SB 1231: Global Positions System Monitoring
- 79/HB2457: Firearms; Peace officers
- 84/HB 2734: Sex Offenders; Registration; Electronic Identity
- 118/HB2209: Law enforcement officers; Misconduct interviews
- 147/HB 2268: Cancer Insurance; Firefighters; Peace Officers
- 176/SB 1628: Youthful Sex Offenders; Treatment
- **The following Bills have Not Passed:**
- HB 2096: Theft; Means of Transportation; Jail
- HB 2097: Identity Theft; Sentence; Jail
- HB 2298: Prisons; Transition Programs
- SB 1228: Sex Offenders; GPS Monitoring; Probation
- SB 1286: Victim's Rights Omnibus
- SB 1555: Residency Restrictions; Schools; Child Care

VI. CORP

- Fred Santesteban and Lu McLendon provided the following information:

- ASRS buy-back procedures and options changed and were clarified 5/08/07
- Transfer to CORP of funds paid to ASRS on existing buy-back contracts must be initiated by employees, and can be done at times other than July 1st of each year.
- Staff who are paying on a PSA who complete a transfer to CORP **AND** are, or become eligible, for retirement (per CORP requirements) with time currently in CORP, may choose to terminate employment, arrange to pay off their ASRS contract, request a transfer of the funds to CORP, then apply for retirement.
- FAQ sheet was provided which was prepared by CORP. This form will be sent to Chiefs electronically and if needed can be found on the web site.

VII. Budget Process Update

- Kathy Waters and Rob Lubitz provided the following information:

- For next year, FY 2008, we are waiting for the legislature to pass the budget. Both the Adult and Juvenile budget appropriations are the same as last year; there are no additional funds.
- We are operating on the same level as last year. However, we do anticipate additional funds based on the salary increases that the state gives its employees and, maybe, some other adjustments for retirement and medical.

- The FY 2009 budget request needs to be submitted to the Chief Financial Officer by June 8th.
- Our deadline is June 8th to get the detailed proposals forward.
- Adult services is on the same time frame. This week we met with Billie Grobe and Todd Zweig. We are also going to move forward and ask for ERE, salaries and raises.
- We have not rolled out operating monies for at least 5, if not 6 years, in IPS or Standard because we have not even been able to cover ERE.
- IPS is a State program. We are going to push that it becomes a fully funded State program.
- The supervisor to officer ratio; we have always been funded 10 -1 with 1 support staff. We will be putting in a request to lower that to 8-1. Information was provided to Dave Myers.
- We do not have treatment funds like Juvenile has we only have DTEF and CPP. They're limited; we will ask for previous funds that been cut off to be restored.

VIII. Committee Update:

SSAC (Staff Safety Advisory Committee)

- Jim Buzard provided the following information:

- The committee met on March 9, 2007. It was the first meeting in some time, as there has not been an Agenda.
- Incident report feedback presented to the AOC.
- Office security - John Ryder from Yavapai is taking the lead in gathering information from various counties on best practice in office design and office construction.
- Driver training - Brett Watson is gathering information at this time.

COPE (Committee on Probation Education)

- Marie Holck provided the following information:

- COPE has approved the new DT curriculum. Kevin and David have rolled that out statewide. The feedback is that officers like the manual and all the materials. It is a much more natural process.
- In March we had the IPS pilot program.
- We have Faculty Skill Development on May 22, 2007. If you need anyone to be registered, do that as soon as possible.
- On June 14, 2007, we are having our second annual one day detention conference.
- The Academy did very well. The test score average was a 96, which is very high.

PACC (Probation Automation Coordinating Committee)

- Myrtle Young provided the following information:

- In January there was a plea that probation be considered and remembered as it moves forward with a case management system.
- Commission Meeting on June 7th and 8th - there will be a decision made to determine which case management system will be utilized.
- The 3 choices are ICIS from Maricopa; AGAVE, the current system; and RFP a vendor package to buy a product.

- APETS -the state roll out is complete so the focus is now on quality assurance.
- There is a spring summer build being worked on.
- On May 17th and 18th there will be training on both Statistics and APETS for the counties.
- JOLTS and JOLTS AZ- the detention visitation module is going to be complete at the end of May.

X. NON-AGENDA ITEMS

Public Member: The public members would like a copy of the COP meeting handouts ahead of time.

Kathy Waters: There is a call for presenters for the American Probation and Parole Association

XI. CALL TO THE PUBLIC

None.

XI. ADJOURNMENT

The meeting adjourned at 11:58 am. Next meeting – September 7, 2007.