

I. WELCOME

David Sanders called the meeting to order at 9:07 a.m. and asked the group to recite the Pledge of Allegiance. Introductions were made around the room. The Chair introduced Cindy Winn who has been appointed the Chief Probation Officer in Coconino County.

II. APPROVAL OF MINUTES

The Committee Chair commended AOC staff on preparation of the minutes.

MOTION: Rich Tozer made a motion to approve the minutes of the previous meeting as presented. Livingston Sutro seconded the motion. Motion passed unanimously. COP 08-01.

III. LEGISLATIVE UPDATES

Katy Proctor provided an update on pending legislation pertinent to probation.

- Brief budget statement---no FY08 budget fix is yet in place.
- SB 1339: Law enforcement and probation officer disciplinary action and investigations. Changes have been made regarding hearing officers.
- SB 1476: Creation of probation violation centers has been eliminated; 'financial incentives' for probation departments remain in the bill as does 'good time credit' for probationers.
- A short discussion ensued; questions were posed by committee members.

IV. BUDGET UPDATE

Rob Lubitz and Kathy Waters provided the following update.

- Rob stated the budget status has been changing rapidly. The state budget may need to be cut \$1.2 billion this year and perhaps over \$2 billion next year. \$1.1 million is being cut from the FY08 judicial budget which will be absorbed by the AOC; cuts will not be passed on to the counties. Additionally, a \$1.5 million sweep is possible from the juvenile treatment fund as is a \$3 million sweep from the CJEF fund. The juvenile services division may be asked to transfer \$1 million (17 positions) to the adult probation division.
- Kathy stated that the FY08 cuts to adult probation will be absorbed administratively through reversionment of a portion of the GPS budget. The FY09 Drug Court conference has been cancelled due to budget issues. The FY09 Judicial and Leadership Conferences could potentially be cancelled as well.
- Discussion ensued regarding budget issues.

V. CORP UPDATES

Lu Mclendon provided the following update.

- The employer contribution rate to CORP is set to increase to 9.25% through FY09.
- A local board fact sheet has been distributed to the county employees, chiefs and directors.
- The contract with Concentra for physical exam will end March 31, 2008. A new contract will be established (most likely with Concentra again). All new hires must have their exam completed within one month of hire date (two weeks if possible).
- Discussion ensued.

VI. COP RULES OF OPERATION

David Sanders stated that one of the original directives for COP was to establish rules for conducting committee business. He appointed members of a sub-committee to research and recommend rules as follows:

- Frank Owens-Chair
- David Sanders-Member
- Scott Mabery-Member
- Jerry Carroll-Representative from AOC

ACTION ITEM: The sub-committee is to prepare a draft document for the May 2, 2008, COP meeting. The use of proxies will be addressed in the rules as well.

VII. COMMITTEE UPDATES

SSAC (Staff Safety Advisory Committee)

- Livingston Sutro reported that there was no new committee business at this time. The next committee meeting is March 31, 2008. Officer Safety and the pilot taser study will be discussed.

COPE (Committee on Probation Education)

- Marie Holck stated that the 2007 Annual Report was completed. Information regarding accomplishments during the year was presented. Kathy Waters added that a defensive tactics training space location is being negotiated at this time.

PACC (Probation Automation Coordinating Committee)

- Rona Newton presented the most recent updates on committee activities. A handout was provided to COP attendees.

Probation Funding Subcommittee

- Billie Grobe stated that the committee has completed its task and is preparing a report to bring to the next COP meeting.

VIII. NON-AGENDA ITEMS

- David Sanders commented that the APPA convention in Phoenix was very successful and well attended. He congratulated those involved in planning and conducting the conference.
- Sharon Sikora, Frank Begay and Vincent Craig have been appointed by the Chief Justice to new 2-year terms of COP membership.
- Three new public members were nominated by current committee members. Their names have been submitted and are in the appointment process.
- Scott Mabery gave an update on the school safety program.

XI. CALL TO THE PUBLIC

None.

X. ADJOURNMENT

The meeting adjourned at 11:20 am. Next meeting – Friday, May 2, 2008.

PACC Update for COP
Meeting: February 22, 2008

PACC met on January 4, 2008

JOLTSaz Update:

AOC Development Team:

1. Development – Trac 1C – infrastructure is complete. Currently working on Development of Trac 2 -- which is Probation Supervision (started in November) – it is scheduled to be completed at the end of March.
2. Business – Working on Trac 2 analysis (started in September), which will now include Victim Tracking

Pima Development Team:

1. Work continues on the dependency project in collaboration with AOC – should be completed March, 2008.
2. Determining usability of AGAVE financial and calendaring modules for PCJCC.
3. Working with AGAVE on Juvenile's needs in the Minute Entry module.
4. Pima will move onto development of the detention module when dependency is complete.

Legacy JOLTS Update

The Statewide ID project is in progress and scheduled to be completed at the end of August, 2008. At that time, the Pima legacy system will be populated with unique ID's for each juvenile. It has not yet been determined if the rural JOLTS legacy will be populated with the Statewide ID number.

iCIS Juvenile Update:

iCIS is stabilized and making good progress
Over the last 6 months they have worked on improving the communication process
They are working on unit testing teams within Juvenile Probation.
They have streamlined business process, such as consolidated billing
They have done considerable data clean-up from the old JOLTS system

APETS Update

Version 5 build 107, which includes the Employer Sanction law, and changes to the uniform conditions supporting that law will be out soon.

The APETS group continues to work on modifications to existing reports, which they are trying to incorporate into the next major build – scheduled for Summer, 2008. They are also in the process of doing an internal analysis of QC and beginning to establish the scope for that major build regarding discretionary items that Counties can weigh in on.

They are looking towards making more reports standard across the state and available on an ad hoc basis. They recently established a separate report application to deliver services outside of the builds in the form of an application server.

AOC is taking a very initial look at how APETS can integrate with AMCAD. There is no fixed schedule for this.