

Misdemeanant Probation Association
Spring Board Meeting
May 1, 2022
Heathman Lodge

Present: Melissa Patrick, President; Jennifer Crossen, Vice-President, Cathy Oakes, Past President; Camille Jackson, Secretary; Mindy Breiner Treasurer/CJTC; Djanette Apilado, Membership; Omar Gamez, Education and Training; Paige Sprague, Education and Training; Janene Johnstone, Legislature; Kristine Nisco, Technology; Jo Anna Moore, Nominations; Stacie Scarpaci, DMCMA liaison (ours); Regina Alexander DMCJA liaison (ours); Melanie Vanek, Public Relations/CLJ-CMS; Angel Guerra, AV; Hon. Lisa Leone DMCJA liaison (theirs); Trish Kinlow, DMCMA liaison (theirs); Jen Burnam, AOC

Call to order at 5:06pm.

Declaration of a quorum.

Review of the Minutes from the May 1, 2022 board meeting. Board members noted some changes to the minutes from when they were sent out for review.

Motion to approve the updated meeting minutes was made by Jen Crossen, seconded by Cathy Oakes. With no discussion the motion approved.

Board Reports:

President's Report: Melissa Patrick welcomed everyone. She noted that this is the first year the MPA conference will be back in person. She stated that rapid covid tests are available along with masks and sanitation stations. She will stress to everyone that safety is important during her opening statements of the conference. Questions or concerns regarding covid will be addressed to Melissa Patrick, Paige Sprague, or Omar Gamez. She thanked the board for being patient during covid.

Vice-President's Report: Jen Crossen thanked the board. She suggested meeting dates for the next year. She would like to keep July 18th as a meeting for next year from 10am-12pm with a zoom/hybrid meeting. The in-person location will be determined after the elections to find a location most localized.

Past President's Report: Cathy Oakes officially introduced Angel Guerra. He is new to the Audio-Visual position. Nothing further to report.

Treasurer's report: Stated that we are in balance. She will email out the treasurer's report and the board can vote to approve that via email. She pointed out some changes, including that Armada has offered to allow us to do payments in place of square. The difference would be no cost vs what square charges. Mindy went over some of the specific amounts on the report.

See report:

**MISDEMEANANT PROBATION ASSOCIATION
TREASURER'S REPORT
January 24, 2022 - May 1, 2022**

ACCOUNT BALANCES AS OF January 24, 2021

	Checking Account	\$27,834.63
	Legislative Savings	\$12,862.86
	Certificates of Deposit	\$10,229.03
	Total Account Balances:	\$50,926.52
INCOME:	Interest - Legislative Savings	\$0.96
	Total Income to Savings:	\$0.96
	Interest - CD	\$0.76
	Total Income to CD	\$0.76
	Membership Dues	\$5,865.00
	2022 Conference Registration	\$13,900.00
	Lakeside Milam 2022 Bronze Sponsor	\$675.00
	2 Watch 2022 Vendor + Snack Break	\$850.00
	Moon Security 2022 Vendor + Snack Break	\$850.00
	WTSC Grant Reimbursement	\$15,109.02
	Intoxalock 2022 Vendor + Snack	\$750.00
	Ideal Option 2022 Vendor	\$250.00
	Northpoint Recovery - 2022 Vendor + Snack	\$850.00
	ReliaTrax - 2022 Vendor + Ad	\$400.00
	Track Group - 2022 Vendor	\$350.00
	Triton Group - Balance Owed - Presenting Sponsor	\$200.00
	SCRAM Systems - 2022 Silver Sponsor	\$1,000.00
	Track Group - 2022 Extra Rep Fee	\$100.00
	Abbott - 2022 Vendor	\$350.00
	Advent FS - 2022 Vendor	\$350.00
	SCRAM Systems - 2022 Extra Rep Fee	\$100.00
	ORAS Training Registration Fees	\$2,950.00
	ReliaTrax - 2022 Extra Rep Fee	\$100.00
	Sentinel - 2022 Vendor + Ad	\$400.00
	Armada - 2022 Vendor + Extra Rep	\$450.00
	DJ Imprints Refund for canceled item	\$20.91
	EHM Washington - 2022 Gold Sponsor	\$1,300.00
	Voided Check #1032	\$175.00

Total Income to Checking: \$47,344.93

EXPENSES:

Square Fee	\$454.17
Southcenter Engraving - Retirement Awards	\$726.00
Tax Bandits - Efile 2021 990-N	\$19.90
4 Imprint Conference Swag	\$1,362.83
Refund - Pierce Co Conference Registration	\$350.00
Amazon - ORAS Training pens/pads & Receipt Book	\$42.10
Univ of Cincinnati Research Institute - ORAS Training	\$3,750.00
Univ of Cincinnati Research Institute - CP Training	\$1,000.00
Sec of State - Non-Profit Filing Fee	\$20.00
Refund - KCDC Conf Reg - Montoya	\$175.00
4 Imprint Travel Mugs	\$642.24
Refund - Okanogan Conference Registration	\$175.00
Refund - Snohomish ORAS Reg - Sequeira	\$100.00
Refund - Puyallup Conf Reg - Potter	\$175.00
Walmart - Conference Giveaways	\$1,014.37
Conference Giveaways - Gift Cards	\$107.73
DJ Imprints Shirts	\$657.00
4 Imprint Vendor Giveaway	\$343.38
Southcenter Engraving - Annual Awards	\$214.50
4 Imprint Vendor Giveaway	\$355.08
Monroe Digital Copy Center - Conf Handouts	\$559.69
UCRI ORAS Training - Final Invoice	\$4,750.00

Total Expenses \$16,993.99

ACCOUNT BALANCES AS OF May 1, 2022

Checking Account	\$58,185.57
Legislative Savings	\$12,863.82
Certificates of Deposit	\$10,229.79

Total Account Balances: \$81,279.18

Mindy Breiner,
Treasurer
May 1, 2022

Secretary's Report: Camille Jackson talked about the emails that go between the board that should be placed on the record. Asked if the secretary position should be what makes the discussion about the decisions that are made via email.

That will be made part of the update for the board position description.

Education and Training: Omar Gamez thanked the board for all the help and input leading up to this conference. He has received no cancellations of vendors or speakers. He emailed confirmations out to each speaker and vendor last week and all confirmed. He stated he would appreciate any help tonight with preparation for tomorrow. Talked about some of the preparations still needing to be done. He said they have a good turnout for vendors. 18 vendors this year and sponsored \$1300 for snack breaks and give always. Ninety-six people attending. Omar went over some of the highlights of the agenda. Paige Sprague said she is excited to be back in person. She has brochures and will be bring them. The 2023 conference will be at Campbells in Chelan. Omar explained there will be a table at the front for registration. There are online certificates of completion of the conference once people return to work.

Legislative Report: Janene Johnstone said she will go over more of the bills tomorrow with membership. She listed the bills that have passed and any that might be relevant to us.
See report:

Committee Report: Legislative
Submitted By: Janene Johnstone
Date Submitted: 5-1-22

Report Narrative:

For a full list of bills that passed the legislature this session, visit:
<https://leg.wa.gov/LIC/Documents/Session/2022%207th%20cutoff.pdf>

HB1669 – PASSED, effective date 6-9-22 – PSERS disability benefits – creates “a disability benefit for members of the Public Safety Employees' Retirement System (PSERS) totally disabled in the line of duty. . . The total disability benefit provides up to 70 percent of average final salary, reduced if in combination with workers' compensation benefits and Social Security disability benefits a member would receive more than 100 percent of average final salary.”

SHB 1773 – PASSED, effective date 6-9-2022 – Assisted outpatient treatment – deals with involuntary commitments and less restrictive alternatives. [See full 76-page bill for details]

2SHB 1860 – PASSED, effective date 6-9-22 – Behavioral health discharge – preventing homelessness among persons discharging from inpatient behavioral health settings. This bill has a goal that by 1-1-23, it will be required “that any contract with a managed care organization include a requirement to provide housing-related care coordination services for enrollees who need such services upon being discharged from inpatient behavioral health settings.”

SB 5644 – PASSED, effective date 6-9-22 – Behavioral health co-response – “the purpose of this act is to [direct the University of Washington to] develop a core curriculum relevant to first responders and behavioral health professionals working on co-response teams, to create ongoing learning opportunities for emerging and established co-response programs [such as an annual statewide conference], and to develop the workforce to fill future co-responder hiring needs.”

2SSB 5664 – PASSED, effective date 6-9-22 – Forensic competency restoration programs – establishes timelines which I believe are likely intended to address the very lengthy turn-around time for competency evaluations and restoration services. Adds psychiatric ARNP’s to the list of “professional persons” (which already includes psychologists and social workers). Creates “competency to stand trial status checks” at 21+ day intervals if a person remains in custody for long periods of time. Among other things, strives for turnaround times of: 7 days to extend an offer for inpatient competency evaluation or inpatient restoration services for in-custody individuals; 14 days or fewer to complete an in-custody competency evaluation and submit the report, and/or to extend an offer to admit an individual ordered to be committed following dismissal of charges based on a finding of incompetency to stand trial; and 21 days to complete an out-of-custody competency evaluation and submit the report. Further requires that “the department shall provide written notice to the court when it will not be able to meet the maximum time limits . . . and identify the reasons for the delay and provide a reasonable estimate of the time necessary to complete the competency service.” Adds compliance with UA’s or BA’s to the list of options the court can impose while undergoing outpatient competency restoration services.

HB 1530 – PASSED, effective date 11-1-22 – Wine special license plates – Benefits the State of WA Tourism organization.

SSB 5741 – PASSED, effective date 10-1-22 – Patches Pal license plates – Benefits Seattle Children’s Hospital Strong Against Cancer Program.

SHB 1817 – Deferred Prosecutions – Did not pass this session – Julie Mitchell from Lakeside-Milam will be present at the conference to talk about this bill and what they’d been hoping to accomplish in more detail. [Keep in mind that a bill gets two legislative sessions to be heard before it is considered “dead,” so this bill can be reintroduced in the next legislative session for additional consideration].

And for those of you looking for an update on the draft Interlocal Agreement, Jen Crossen from Snohomish County District Court is at the conference to speak to that!

Next Meeting Date: July 2022

Committee Contact Name: Janene Johnstone
E-Mail: jjohnstone@kentwa.gov

Jen Crossen spoke more about the Interlocal Agreement. WAPA is this week and nothing will change until that meeting. As of this date the Interlocal Agreement document is awaiting final approval from the Washington Association of Prosecuting Attorneys.

Nominations Report: Jo Anna Moore spoke about the awards she plans to hand out at the conference this year. There were several nominations, and we have created extra awards besides the usual Probation Officer of the year and Supervisor of the year. We will also have awards for Excellence in Actions, Most Valuable Player outside MPA, and Gold Star Award.

The positions up for nomination this year are Legislation, Education and Training, Membership, Secretary, and Vice President

Membership Report: Djanette Apilado said she has had a lot of updates to the Membership Directory. The directory was mostly up to date and mostly job title changes, examples are from probation officer to probation counselor. Everything Mindy has sent her has been entered into the directory. She will send that out to membership after the conference. Mindy said we have current membership of 57 agencies and 294 members.

Technology Report: Kristine Nisco talked about the first round of project development with the case management system, and they are working on Enterprise Justice. The plan is to get workbooks to the first courts and get feedback. The vendor with Enterprise Justice will do defendant access for probation. That is a free system. The current plan is for that to go live in October 2022.

Public Relations Report: Melanie Vanek thanked the board for all the new employment information people have sent to her. She is going to get new positions available on the website and would like to keep that up to date. Mindy wanted to give tumblers for the academy attendees, and they will be available at the shop and as giveaways during the conference. There are laptop bags available. She will be adding things to the shop and things will be available at the conference. Omar asked about vendor information added to the website.

Audio Visual Report: Angel asked to board to be patient with him in this new position.

Administrative Office of the Courts Report: Jen Burnham spoke to the board about recruiting. They have hired a new business analyst named Kelly McIntosh. They have also promoted from within for another business analyst position. Two more customer service staff have been hired as well. Pilot courts go live October 2022, and they are still working with the court user group. They have been meeting one to two times per month. Probation focus group hasn't met for a bit, they were waiting for development that Tyler Technology has worked on. Odyssey is now Enterprise Justice and Tyler is Enterprise Supervision. Development has been an ongoing process. They have given them everything that will be ready for the go live date. Enterprise Justice is being tested and receiving feedback. Enterprise Supervision is still in development and there is some overview. Jen will be doing a presentation to the MPA members on Wednesday of the conference this week. Tyler is still making changes so that has been a very recent development. They are doing data validation to make sure data for the old system gets in the new system correctly. All courts process cases differently so it has been a challenge how to sync the case management across the state. Also doing business process and how specific courts would utilize the system. They have given localized questions for their pilot courts. Separate questions for Enterprise Justice and Enterprise Supervision. For support for pilot courts, they have email, and they have business hours where all the analysts are available for questions and bi-weekly meetings with the group.

Washington State Traffic Safety Commission Report: Melissa Patrick is working on supervision writing work group and they upped the grant to cover ORAS. She explained that there is future funding for MPA as well. They are looking at Motivational Interviewing in the fall paid for by WTSC. They are re-writing the supervising DUI paperwork. Certification for PBT use and training on how to use them will be included as well. That way PO's can testify that they are trained on how to do a PBT.

District and Municipal Court Judge's Association Report: Judge Lisa Leone announced the DMCJA conference will be virtual this year. The NCJR will be meeting weekly and will try to get together in person and view the online program the DMCJA is going to that. If the board has a judge that might be interested in joining them reach out to Melissa or herself. They will be meeting in person at a casino on Bainbridge Island. She also said the plenary session the first day of the DMCJA conference 2021 Washington presentation on race and the judicial system. She asked the board to reach out to her if there are any topics we think would be in line with that topic. She is putting the program together soon. She also said there will be more money coming for therapeutic courts the state legislature approved. Courts and judges will be able to apply for grants. The DMCJA is hiring a grant writer and courts will be able to get help. She said there is money available from state and federal agencies so this will make a difference for all courts. Part of the function of this new position will be to research grant opportunities and assisting with grant writing – they won't write the grant, but they will give technical support for the jurisdiction to write the grant. For now, that position is funded for one year but will likely be extended. May 6th meeting with Chief Justice Gonzales. Emergency orders are still in effect. They are going to keep some of the orders and will lift some of the others. They are also talking about unifying the court systems.

Mindy stated she received a notice of the Racial Justice Consortium and there are available sessions we can listen to. MPA was not approached to be a part of that joint consortium. She asked if the DMCJA hears of things like that they could propose MPA could be included.

DMCMA have scholarships for CCM and CCE for their court staff but that hasn't been included for probation staff and probation officers. That scholarship should be offered to probation as well. Getting both DMCJA and DMCMA on board for this available would be helpful. That scholarship is with AOC with the Court Education Committee which is made up of members of DMCMA, DMCJA, and Superior Court Administration. She also implored the members to reach out to her if they see a need and aren't getting a response from our Judge. She would be willing to talk to our Judges.

District and Municipal Court Judge's Association Report (our liaison): Regina Alexander will be back to going to the meetings starting in June. She said she will reach out for information to report to the Judges.

District and Municipal Court Manager's Association Report (their liaison): Trish Kinlow was excused for today.

District and Municipal Court Manager's Association (our liaison): Stacie Scarpaci stated one of DMCMA planning long range was talking about how they can support MPA. She realized that she wasn't getting DMCMA emails even after she had paid for membership until her administrator has approved them to get those emails.

She also talked about a DMCMA email they are talking about a centralized email for their board members. "President @dmcma.com" that way whoever is on the board will be added or taken out of the email. That may be an option for tracking emails however there may be a cost.

Criminal Justice Training Commission Report: Mindy Breiner said the academy will be September 12-23, 2022. She explained that they had positive feedback from last year so they will keep the hybrid classes. The first week of the academy will be virtual and second week in person. She will be sending out requests for instructors. CJTC has a new person in charge of their academy, Kristine Rickart, she has been easy to work with. The CJTC are looking to transition to a 4/10 schedule for the police academy classes, which would affect the MPA academy as well. Mindy wants to keep the schedule as it has been in the past, and the Friday that they have in-person could be held at the justice center in Tukwila. She explained that Kristin was surprised to learn that the MPA coordinator and teachers are all volunteers. They are going to look into possibility of contracts or agreements with the teachers or if there is some compensation needed.

Unfinished Business:

Melissa asked us to look at our job description. She asked if there is no description (i.e. for ad hoc positions) please write up your role with the board so there is more structure.

Melanie said she has an opportunity to go to the Tyler Connect conference and she thanked the board for helping pay for that. AOC paid for the conference, and MPA helped send her to it.

New Business:

Building bridges. There has been some outreach from courts and probation officers who are interested in the program. Board discussed what this program will be.

Court education scholarships will continue to be addressed.

We have elections coming: She will take nominations at the conference and the ballot will go out later.

We are moving away from Survey Monkey. Mindy has set up a generic email address with Survey Planet.

Tentative date for next meeting July 18th

Positions officially change hands July 1, 2022.

Motion to adjourn made by Jen Crossen, seconded Janene. With no discussion meeting adjourned 6:47pm