

Misdemeanant Probation Association
Administrative Office of the Courts
Sea Tac, WA

January 27, 2020

Present: Toni Farris, President; Chris Hornung, Past President; Mindy Breiner, Treasurer; Camille Jackson, Secretary; Melissa Patrick, Education and Training Co-Chair; Bryan Farrell, Education and Training Co-Chair; Janene Johnstone, Legislative; Omar Gamez, Membership; Grant Bailey, WTSC Liaison; Vicky Cullinane, AOC

Present via phone: Cathy Oaks, Vice President; Melanie Vanek, Technology/CLUG/MCLUG; Jeanne McDermott, DMCMA liaison

Call to order 10:08am. President Toni Farris welcomed the group.

Declaration of Quorum.

Review of the minutes from the October 28, 2019 board meeting. Melissa Patrick made a motion to approve the minutes, second by Chris Hornung. With no further discussion the minutes were approved.

Board Reports:

President's Report: Toni advised the board that Michelle Petrich resigned as the MPA liaison to the DMCMA. A new person in that position. She asked that if anyone has ideas of good candidates to please end her and email. Vicky Cullinane advised the board that a replacement for Larry Barker on the CLUG/MCLUG.

Vice-President's Report: Cathy Oakes told the board about the APPA conference she attended. She found the information on time per interaction versus caseload managing and tracking the time spent with each defendant very helpful and interesting. She said she brought back a lot of useful information and thanked the board for the opportunity to attend.

Cathy talked about the upcoming training on March 30. There are still several spots open for the free case management training.

Past President's Report: Nothing to report.

Treasurer's Report: Mindy Breiner passed around the account balances list. She stated there were no real changes until membership dues start to come in.

She has been working on a 2020 budget and will email it out. She was tasked with drafting a debit card/credit card policy and is still working on that.

See report:

**MISDEMEANANT PROBATION ASSOCIATION
TREASURER'S REPORT
October 28, 2019 - January, 27, 2020**

ACCOUNT BALANCES AS OF October 28, 2019

	Checking Account	\$32,837.09
	Legislative Savings	\$12,852.04
	Certificates of Deposit	\$10,094.31
	Total Account Balances:	\$55,783.44
INCOME:	Interest - Legislative Savings	\$1.63
	Total Income to Savings:	\$1.63
	Interest - CD	\$19.09
	Total Income to CD	\$19.09
	2020 Conf Registration	\$2,625.00
	2020 Conf Vendor Fee - WASPC	\$350.00
	2020 Conf Vendor Fee - Averhealth	\$350.00
	2020 Program Ad - WASPC	\$50.00
	Membership Dues	\$1,495.00
	Total Income to Checking:	\$4,870.00
EXPENSES:	Square Fees	\$43.45
	1/2/20 Heathman Lodge - Conference Deposit	\$1,000.00
	10/30/19 APPA Dues - Oakes	\$50.00
	10/30/19 APPA Conference Fee - Oakes	\$385.00
	10/31/19 APPA Flight - Oakes	\$450.80
	10/31/19 APPA Flight - Oakes	\$139.23
	Hotel APPA - Oakes	\$927.20
	Travel/Per Diem APPA - Oakes	\$407.00
	Total Expenses	\$3,402.68

ACCOUNT BALANCES AS OF January 27, 2020

Checking Account	\$34,304.41
Legislative Savings	\$12,853.67
Certificates of Deposit	\$10,113.40
Total Account Balances:	\$57,271.48

Mindy Breiner, Treasurer
January 27, 2020

Motion to approve treasurer's report made by Chris Hornung and second by Janene Johnstone. With no discussion the motion passes.

Secretary: Nothing to report.

Education and Training: Melissa Patrick told the board that there have been 6 people who have applied for scholarships to the 2020 conference. The board went over those applications and decided to give priority to scholarship applicants who haven't been recipients of scholarships in the past. If no other applications come up by the deadline, the ones who have received scholarships in the past may fill any remaining spots. The board agreed that the MPA membership fees must be paid before receiving the scholarship.

Bryan Farrell went over the agenda for the conference. The board had agreed to pay the fee to have James Henderson be the main speaker by email. Bryan sent confirmation emails to all the speakers and vendors. He has continued working on swag. Melissa stated that polos for the board members have been ordered. It was agreed that the board will wear their polos on the first day of the conference. Melissa and Bryan have been working with a new catering/convention manager at the Heathman. He has confirmed that for every 50 rooms booked by either vendors or membership the board will be compensated one room. The plan is to assign speakers to those rooms.

Bryan also went over the meal plans for the conference. Breakfast will be served Monday, Tuesday, and Wednesday. Lunch will be served Monday and Tuesday only. He also confirmed a late check out time of 12:00pm for all MPA rooms.

Bryan reminded the board that the board meeting would be held the Sunday before the conference at 5pm. Melissa asked if membership could check in and get their name badges/information on Sunday night as well as Monday morning to lessen the chaos at the start of the conference. Omar said he would be available for check-in.

Melissa talked with the board about the WTSC training opportunity specifically for probation officers that is a version of the Advanced Roadside Impaired Driving Enforcement training (ARIDE). They are looking at offering the training in June or July 2020. This will be a free training. She also reminded the board that the annual WTSC conference will be opening for enrollment soon. They are hoping to have more representation from probation officers at their conference this year. Other training opportunities include the APPA conference in February 2021 in Seattle.

Melissa advised the board that they have paid for the AV Equipment at the Heathman since there is still no AV specialist on the board. She reported they have not put in for AV at the 2021 Campbells conference because it was very expensive.

Toni asked the board if they accept online Victim Impact Panels and the board discussed the advantages and disadvantages of accepting them. Generally, most courts do not accept online classes.

Legislative Report: Janene passed out her report and highlighted key points. See report:

Committee Report: **Legislative**
Submitted By: **Janene Johnstone**
Date Submitted: **1-27-20**

Report Narrative:

The current legislative session has just gotten started, and is considered a “short session,” which means that major legislative changes are less likely than in alternate years when the sessions are longer. Short sessions are typically used to clean up language and make minor adjustments.

I attended the Impaired Driving Work Group’s first (and only, so far) meeting of the season in Olympia on 11-20-19. See the attached overview of Proposed 2SHB 1504 for a summary of changes being requested. In addition, I have a copy of the bill in its entirety if anyone wants to take a look at it. Couple of interesting side notes out of that meeting: the proposal to increase the look-back period for priors from 10-15 years was the main reason the bill died last year, so they’re not including it this time around; and, “another issue for another day” is finding a way to get juvenile DUI’s out of the Municipal Courts and back over to Juvenile Superior Court (who apparently can’t handle the increased workload, which is why we get them).

Probably the most interesting issue in the works has to do with the PERS / PSERS dual membership conversation happening in the Select Committee on Pension Policy. I’ve attached the e-mail I sent out to the MPA membership (minus the attachments to that e-mail), rather than copy and paste it here. Technically, it’s not something that pertains to the current legislative session because they’ve tabled the discussion until after the session is over, but they are in agreement that the issue is not going away and will have to be addressed one way or another in the near future. Attending this meeting and compiling all of the documentation to present to MPA has been quite the crash course in retirement benefits, and while I will do my best to answer questions from the membership, please remember that I do not work in HR and this is not my area of expertise!

Those are the two main things on my radar right now. The legislative session has just gotten underway and I have not yet had time to dig into the long list of bills that are being introduced. But as always, if you hear of something and want me to look into it, please let me know. Sometimes the amount of information is overwhelming and it’s helpful to have someone point me in the right direction!

Next Meeting Date: 4-26-20

Committee Contact Name: Janene Johnstone

E-Mail: jjohnstone@kentwa.gov

Nomination's Report: Jeanette Fischer was not present, however she wrote an email update that was read to the board by Toni Farris.

Hi Toni,

I won't be able to make the meeting. I did want to touch base regarding nominations and let you know that I did send out an email to all of the district and municipal court judges, magistrates, commissioners, and administrators reminded them to nominate. I also sent out an email to the MPA to remind them both about nominations and open board positions. I have had a couple responses asking if we have a support staff type of an award. Would you be willing to ask the board if they are in favor of that or perhaps looking at having that award for next year's conference? That is all I have to report re: nominations and board positions! Thanks,

Jeanette Fischer

The board discussed the option of a support staff award and decided it has been done in the past and Jeanette is allowed to create an award as needed. The board discussed the open positions that need to be filled at this year's conference; Legislative, Membership, Secretary, Vice President, Education and Training, Public Relations

Membership Report: Omar Gamez stated there haven't been a lot of changes to the membership recently. He is continuing to work on the membership directory. Mindy stated she would scan in membership paperwork as it came in and send it to Omar. Board discussed turning the position into a 2-year position and decided to consider the issue more thoroughly at the business meeting with membership at the conference.

Technology Report: Melanie Vanek updated the board with the information about the statewide case management steering committee. They are moving forward with Tyler Technology. The court user work group meetings are on track and have been a lot of work. There is a subset specifically to look at probation. Melanie asked the board if there are any specific concerns that the board wanted to be sure was addressed. Mindy said that there will be a lot of minutia in regards to the program will look like and there will be complaints about little things like what case number will look like etc. so there will be things people don't like because it will be different. She worried that "change management" will need to be addressed. Bryan spoke with the board about the roll out of Odyssey he was able to participate in.

Melanie also spoke with the board about the change from Larry Barker to Kristine Nisco from Pierce County since Larry has resigned.

CLUG/MCLUG: Nothing to report.

Liaison Reports:

Washington Traffic Safety Commission: Grant Bailey said that the last meeting of the WTSC was earlier that month. He went over some of the 2019 statistics. The Washington State toxicology lab has increased testing over the last several years. There were 4,800 submissions in 2017 and 10,300 in 2018, with an even higher amount expected for 2019. The agency is now looking for a new space to handle the increase in testing. Grant talked about impacts of I976 with the change in income from car tabs.

Grant also went over some of the impaired involved fatalities in the state. In 2007 these numbers were going down, but from 2015 on the numbers jumped back above 500. Most of these are poly-drug related. There is twice the number of detections of marijuana in fatality accidents being detected.

District and Municipal Court Judges Association report (our liaison): Stacie Scarpaci was unable to attend; however, she sent an email requesting the board discuss the distribution of the Substance Use Disorder treatment letter to treatment agencies. The board discussed the best method for distribution and will likely divide them up by county. The board discussed creating MPA prepaid envelopes to give to probation agencies at the conference along with letters to be sent out to the treatment agencies in their county. A count of the treatment agencies will be made and enough envelopes will be created to send out the letters.

District and Municipal Court Management Association (our liaison): Jeanne McDermott didn't have the minutes from their last meeting to report. Melissa Patrick stated the association's annual conference will be celebrating their 50th year.

Administrative Office of the Courts report: Vicky Cullinane agreed with Mindy and Melanie in their prior report. She is very excited to be implementing the electronic filing application before the actual implementation of the CLJ-CMS. This will reduce the number of documents that have to be transferred or scanned into Odyssey once it is implemented.

CJTC Probation Academy: Mindy Breiner asked the board to consider bringing in a second person to help as a facilitator for the 2020 and 2021 academy. She explained that the new person could be a lead facilitator with Mindy helping and going forward more people could be involved in the process of deciding on curriculum and speakers. She said that help with the leadership at the academy would be beneficial, since there is a significant amount of knowledge and experience within the MPA membership.

The board discussed creating a committee in charge of training and facilitating and decided to create a committee with an appointed chair who may create the committee. Mindy was given the approval and support to change the way the academy is run and start the creation of the committee. Several board members volunteered to help with the committee and Mindy will address the membership at the conference to find out if there is any interest. The board revisited the idea of having the legislation changed regarding academy requirements for probation officers, which would allow for seasoned probation officers to waive the academy.

Next board meeting: 4-26-20 5pm Heathman Lodge

Motion to adjourn was made by Chris Hornung with second made by Melissa Patrick. With no discussion the meeting was adjourned at 11:52am.