***Idaho Association of Counties Misdemeanor Probation Administrators Association***

Meeting Minutes

**Date:** February 3, 2021

**Time:** 1:00 – 3:00PM MST

**Location:** GoToMeeting

Meeting opened at 1:03PM by President Shawn Hill.

**Introductions:** Amanda Leader, Shawn Hill, Wade Dishion, Sandy Jones, Alana Curtis, Ron Stultz, Jennifer Homberg, Keri Anderson, Skip Clapp, Nadine McDonald, Stacy Brown, Tim Howley, Tracey Martin, Ivy Smith, Keith Hutcheson, Deserae Jones, Teresa Espedal, Jeff Breach, Kelly Chatterton, Kevin Sandau, Evie McCurry, Aletia Straub-Workman, Linda B, and Kelli Brassfield.

**Review/Approval of 12/16/20 Minutes:** Stacy Brown moved to accept the 12/16/20 meeting minutes as written. Jeff Breach seconded and the motion passed unanimously.

**Reimbursement Form:** The IAC reimbursement form has been sent via email to the administrators and we will be using their form for these requests.

**Navigator Update:** Sandy Jones accepted feedback from administrators regarding their experiences on the Odyssey Navigator upgrade. Sandy shared that reports will be sent to administrators this month so we can complete the BJS survey and in future years there will be a report we can run ourselves.

**Interpreter for Probation:** Sandy Jones reported the ISC does not have funding to cover anything outside of court proceedings and they will be having a policy discussion regarding a more clear structure in the future. It is the county’s responsibility to pay for interpreter services. There are no guidelines or rules regarding which county would be responsible for paying an interpreter in a transfer situation.

**LSI-R Discussion:** Sandy Jones reported the new configuration is not functioning well, but it is working. You just have to be very careful to make sure you select the score you intended to select, because it’s jumpy. Tyler Technologies (the owner of Odyssey) is working on a fix, but until then, just be careful with that field.

**Name Change:** Amanda Leader presented the results of the name change survey done at the end of 2020. The bylaws show the name as IACMPAA and the top survey result was IACMPA. Stacy Brown agreed to participate in a bylaws review with others who are interested. Amanda will send the bylaws to the administrators for review and this will be an agenda item for the next meeting.

**General administrator discussion-old/new business:**

**Drug testing:** Shawn Hill asked about what counties are using to track drug testing results, payments, results, etc. He has looked at Quickbooks and has a demo scheduled. Some are using a ledger, Quickbooks (software, or web-based), Justware, Redwood, Absolute, or Averhealth.

**Purchases:** Amanda Leader reported she purchased a mouse to pair with the IACMPAA laptop and 1 year subscription to Microsoft in order to access Word for taking minutes.

**IJJA Update:** Kelly Chatterton reported the Idaho Juvenile Justice Association is September 13-15th 2021 and will be held virtually. They are recruiting for board memberships for district 1, 2, 5 and 6. Meetings are held every other month via Zoom. Early bird memberships cost $25 and will increase to $30 May 1st. The conference theme is *Building Resilience During Times of Change.* They are looking for speakers and are open to suggestions.

**IACMPAA meetings:** April 7, 2021 at 1:00pm MST Boise; June TBD, 2021 at 1:00pm PST in Coeur d’Alene; September 8, 2021 at 1:00pm MST Boise

**Other important dates:**

Adult Misdemeanor Probation Academy July 6-July 30, 2021

Meeting Adjourned at 2:08PM