

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

Date: February 2, 2023

Time: 1:00PM

Location: The Riverside Hotel, Garden City and Zoom

Meeting opened at 1:00pm by Shawn Hill

Introductions: (in person) Amanda Leader, Shawn Hill, Skip Clapp, Kelly Brassfield, Ron Stultz, Will Hunter, Devin Summons, Mark Gough, Jeff Breach, Sandy Jones, Keith Hutchinson, Nadine McDonald, Shawn McDowell, (virtual) Wade Dishion, Angel Barboza, Ashley Lezamiz, Ben Warner, Evie McCurry, Ivy Smith, Jennifer Homberg, Sarah Reynolds, Stacy Brown, Tom Fitte, Tracey Martin and Deserae Calbo.

Action Items:

Review/Approval of 12/7/22 Minutes: A motion was made by Shawn McDowell to approve the 12/7/22 meeting minutes as written. The motion was seconded by Jeff Breach and was approved unanimously.

Approval of Meeting Expenses (lunch): The total cost of the expenses for this meeting was unknown at the time of the meeting. A motion was made by Keith Hutchinson to approve of the meeting expenditures. The motion was seconded by Ron Stultz and was approved unanimously.

Review Budget: Amanda Leader did not contact IAC in time to obtain the most recent financials by today's meeting so they were not reviewed.

General Administrator Discussion-Old/New Business:

- **LSI-R Replacement:** Departments are no longer able to purchase tokens for completing the LSI-R online at MHS' website and MHS is recommending use of the LS-CMI. MHS has moved to a new platform on GEARS. Paper copies can be purchased, although pricing varies and customer service can be challenging. Felony probation is still using the LSI-R and is not likely to change. The difference between the LSI-R and the LS-CMI is that the latter has the case plan built into it. The LS-CMI would just require additional training for use of the CMI. There is a case plan option in Odyssey. Most departments have their own case plan format. Shawn McDowell said he would reach out to the University of Cincinnati and inquire if the LSI-R is still the gold standard.
- **Courtesy supervision process review:** Discussion took place regarding how some counties are not using the Misdemeanor Request for Transfer of Supervision form, or they are using an old form. The group verified the correct form and it will be sent out with the meeting minutes. It is uploaded into Odyssey.

- **Adding misdemeanor probation standards to IDAPA:** Discussion took place on how there is not a place in IDAPA that would be appropriate to place the adult misdemeanor probation standards, and they would be better suited to be under POST policy. Currently, they are required by Administrative District Judicial Order. Keith Hutchinson will lead the committee to review the standards for updating and he would like names of anyone else who wants to participate, by the end of February. Sarah Reynolds, Shawn Hill, Sandy Jones and Skip Clapp volunteered.
- **Adding a specific number of continuing education hours to maintain basic MPO certification:** Discussion took place on how juvenile probation training does not have to be POST credit and is a total of 20 hours. Discussion also took place regarding the use of MTRS and how experiences varied on whether it can be used for non-POST credit training tracking. A reminder was made that POST can audit training records. The POST Training Council would like a specific number of required training hours for MPO. Nadine McDonald made a motion to submit the following to the Misdemeanor Training Council that, "Adult misdemeanor probation officers should obtain at least twenty (20) hours of continuing education each year after certification as an adult misdemeanor probation officer." The motion was seconded by Jeff Breach and was approved unanimously, with 2 abstentions.
- **Misdemeanor Training Council Update:** The MTC is working on creating a form so administrators can access the funds held by POST. They anticipate the form will be approved at the next meeting which is 3/22/23. They review the budget each quarter, as well as the intermediate and advanced certifications. Judge Ferguson recently joined the MTC. The MTC is also requesting a set number of required training hours for MPO and review of the misdemeanor standards, as mentioned above.
- **Rule of 80 Update:** Everyone was encouraged to review legislative bulletins for the bill number to appear. The bill will be supported by the Governor's office and PERSI.
- **Training topic request for next meeting:** Administrators are encouraged to submit training topic requests for our meetings.

A motion to adjourn was made by Keith Hutchinson. The motion was seconded by Ron Stultz and was approved unanimously.

Important dates:

- IACMPAA meeting 4/12/23 at Twin Falls Juvenile Probation and Zoom
- IACMPAA meeting 6/5/23 in Moscow and Zoom
- IACMPAA meeting in September will be at IJJA in Nampa
- MPO Academy #16 August 6, to September 1, 2023