

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

**Date:** 06/05/23

**Time:** 1:00PM Pacific

**Location:** Best Western Moscow University Inn and Zoom

Meeting opened at 1:00pm by Shawn Hill

**Introductions:** Amanda Leader (Boise), Shawn Hill (Bingham), Keith Hutcheson (Kootenai), Mary Reyes (Bingham), Roy Bullington (Payette), Stacy Brown (Boundary), Tracey Martin (Gooding), Ivy Smith (Owyhee), Nadine McDonald (Idaho), Skip Clapp (Valley), Darin Burrell (Fremont), Jeff Breach (Canyon), Jennifer Homberg (Twin Falls), Sarah Reynolds (Latah), Ashley Lezamiz (Lincoln), Mark Bell (Nez Perce), Ron Stultz (Bonner), Brent Reinke (Twin Falls), Sandy Jones (ISC), Keri Anderson (Ada), Ken Anderson (Power).

**Action Items:**

**Review/Approval of 4/12/23 Minutes:** A motion was made by Keith Hutcheson to approve the 4/12/23 meeting minutes as written. The motion was seconded by Ron Stultz and was approved unanimously.

**Approval of Meeting Expenses (lunch):** A motion was made by Jennifer Homberg to approve of the 6/5/23 meeting expenses. The motion was seconded by Sarah Reynolds and was approved unanimously.

**Review Budget Report & Balance Sheet:** The budget report as of 5/30/23 was reviewed.

**Review & Approve of Proposed FY24 Budget:** The FY24 proposed budget was reviewed. Amanda Leader made a motion to approve the budget with the addition of \$500 for travel expenses. Skip Clapp seconded the motion and it was approved unanimously.

**The Community Enhancement Institute:** Dr. Ryan Hulbert shared a PowerPoint presentation on the past, present and future goals for making his work available to all counties in Idaho. His website is <https://driversedforthebrain.com/> and email address is [ryanhulbertphd@gmail.com](mailto:ryanhulbertphd@gmail.com). The book, *Driver's Ed for the Brain*, has been published in 16 languages including Braille, and there is also an audio version. He walked us through his website and how to access the Community Enhancement Institute. Driver's Ed for the Brain is a non-profit organization and they operate based on donations, of which it is important to note funding from the opioid settlement could be used for obtaining access to the resources in the Institute. There are many opportunities in which the

resources of pdfs, books, videos, self-assessments and online courses can be used by individuals and agencies to equip individuals to be more resilient.

**Election in October for President Position:** So far we have received 1 nomination for president—Shawn Hill. Let Amanda know if you have an additional nomination or if you are interested in the position of secretary, which is an appointed position.

**General Administrator Discussion-Old/New Business:**

- Misdemeanor Training Council Update: The next MTC meeting is next week. The second half of the Motivational Interviewing training is 7/12/23 and the invitation has already been sent to administrators. Stacy Brown is retiring and we thank her for her service and congratulate her on retirement! They have received a few letters of interest to fill the vacancy. Remember there is a new reimbursement form and 20 hours of required annual training was approved at the last meeting.
- Northwest Alcohol Conference: There will be a probation simulation on 7/25/23 from 9:45-11:15 and there are opportunities for volunteerism, just reach out to Shawn Hill.

Skip Clapp made a motion to adjourn at 13:50. The motion was seconded by Ron Stultz and was approved unanimously.

**Important dates:**

- MPO Academy #16 August 6, to September 1, 2023