

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

Date: 1/29/2026

Time: 12:30 pm

Location: Boise Centre - Boise, ID and ZOOM

Meeting opened at 12:35 pm by Shawn Hill.

Introductions: **Shawn Hill**, Jennifer Homberg, Devin Simmons Sarah Guthrie, Darci Haug, Shawn McDowell, Shawn Winston, Roy Bullington, Andrea Gonzalez, Ryan Grayson, Amanda Leader, DeeDee Phillips, Mary Reyes, Darin Burrell. Sandy Jones

Zoom – Mark Bell, Jeff Breach, Mary Gomez, Alisa Walker, Ivy Smith, Tom Fitte, Will Hunter, Evie McCurry, Tim Howley, Aletia Straub-Workman

Action Items:

Review/Approval of Minutes: Shawn Hill to entertain a motion to approve the minutes from the 9/08/25 meeting. Shawn Winston made the motion to approve the minutes as written. The motion was seconded by Mary Reyes. Motion passed unopposed.

Approval of Meeting Expenses: Shawn Hill to entertain a motion to approve the expenses for today's meeting. Amanda Leader made the motion to approve the expenses. The motion was seconded by Mary Reyes. Motion passed unopposed.

Discussion on IJJA support letter: Aletia Straub- Workman explained Shawn Hill sent out a letter signed by three (3) Administrators supporting the IJJA grant. The grant application was sent to the Juvenile Justice Commission. The IJJA grant help covers a portion of the scholarships for the IJJA Conference, that both Juvenile & Misdemeanor Probation Officers attend yearly.

Non-Action Items:

Discussion on finding entity to house Misdemeanor Probation Funding: Kelli Brassfield - moved to a later time in the agenda

Update on Misdemeanor/Juvenile Consolidation Subcommittee: Shawn Winston updated the group on the progress on consolidation of the Academies. After receiving response from a questionnaire sent to Administrators, approximately 30 responses were received, and most of the responses were in the negative. Some Administrators did not want a joint Academy due to the time involved away from the offices. The subcommittee discussed some options for the possible future – distance learning, possible webinars for Probation Officers in their own counties, remote learning, and on-line E-learning similar to what the Juvenile Academy currently does. At this time, the progress forward on this endeavor is paused. The committee is waiting for the seat on the POST Council to be open up and appointed; then would like to have further conversation with that

individual, to coordinate with POST on other options. At this time, they are exploring on whether this is a concept that could move forward not that it needs to move forward. Shawn Hill inquired of what would be the committee expectation of the individual appointed to the POST Council seat. – A liaison to help gather information and communicate with POST. Currently when communicating with POST it has become a convoluted five (5) part communication process, and hopefully someone who can coordinate and facilitate the process.

MTC Training Topics: Sandy Jones explained what the Misdemeanor Training Council training is. Advising that we have three (3) scheduled for this year at quarterly blocks. Informing that we just had a training, that there should be two (2) more scheduled for the year. She stated the Council does not want to put on trainings just to put on a training, we want them to actually have a purpose. Amanda Leader made the suggestion of a training for Office Safety. Jennifer Homberg informed Amanda that Twin Falls County has a POST certified trainer that will be offering an Officer Safety training in October, through the MTC on such topics. If Amanda would email Jennifer on what she would like to see covered it would be forwarded to that trainer. Shawn Hill inquired of any further feedback or input.

POST Council -process for nominating an Administrator for POST Council seat: Shawn Hill advised on update for **HB 492** – is being sponsored by Representative Marco Erickson in the House of Representatives. It is the Legislative Bill that will give both Associations, the Juvenile Justice Administrators & the Misdemeanor Administrators Association, one (1) seat on the POST Council. It passed the subcommittee, House Judiciary Rules and Administration Committee unanimously as well as the House floor unanimously. Shawn discussed with IDJC Director Dowell this morning, and was informed the HB 492 was transferred to the Senate. Currently the Senate is ratifying the new Governor appointed positions around the state, so once those have been taken care of you will see the HB492 appear on the reading calendar for the Senate. Shawn stated that he had made the commitment for the Administrators meeting in McCall, he would be prepared with an outline for the nomination and voting process for any Administrator of either Association to fill the seat on the POST Council. This nomination process will be an Action Item to vote on. Also advising that any Administrator from either Association is eligible to put in letters of interest. He also informed any new-comer to the Association, that this has been an endeavor that has taken the better part of twenty (20) years to achieve. Shawn also stated a recommendation would be made that a subcommittee should be formed with two (2) Administrators from each discipline to act as a support for that position. Shawn Hill inquired of any further feedback or input.

MPO Administrator Representative for MTC: Shawn advised that there was a spot open for an Administrator on the Misdemeanor Training Council. He advised that a letter of interest can be sent to Sandy Jones. Sandy Jones gave a brief update on how the decision came to change the By-laws for the MTC. When the Council was created, there initially was a spot for Idaho Department of Corrections. The reason was the Misdemeanor Academy was not as fully operational at the time as it is now, the individuals involved during that time were from IDOC, helping to create the curriculum and providing the trainers. Now their contributions to the MTC are minimal, if not at all.

So instead of wasting their time, the agreement is they are on a consultation basis. The By-laws were amended to include another Misdemeanor Administrator. Shawn Hill inquired of any further feedback or input.

Schedule dates for 2026 IACAMPAA meetings: Shawn Hill advised that in the morning IACJJA meeting identified April 9th in McCall – June 1st at the Riverside, Boise during the IAC Summer Conference or June 2nd in Nampa, at the Civic Center. We will have to get clarification on the date, September 14th at the IJJA Conference in Nampa at the Civic Center, December 3rd in Boise at the Ada County Juvenile Probation Department. Aletia Straub-Workman inquired on the September date – the IJJA Conference does not start until September 15th and we will need to secure a room. It was recalled that last year our meeting was on the Monday before the conference started at 4:00 pm, then in prior years the September meeting was forgone. Shawn had inquired of the Administrators as to what they would like to do. Amanda Leader informed of what the Bylaws stated about elections. Shawn inquired if an Action Item comes up and it is not on our agenda can it be addressed as an action item? The answer was correct, an Action Item cannot be addressed. Shawn advised that the Election for Presidency was not voted on last September and stated that he was willing to continue on as President and it should be placed on the April agenda for confirmation as an Action Item. He then suggested that the voting can be done by e-mail. The question was asked again if a September meeting would be worth it. Further discussion. It was decided to have the meeting on the Monday in September at 4:00 pm. He advised if anyone was interested in being Vice President please send in nominations and we could also review as well as vote on the budget. Kevin Sandau inquired what was the latest that the meeting could be held on Monday, September 14th. Aletia stated she would have to verify with the contract and get back with the information.

General Administrator Discussion-Old/New Business:

Mary Reyes brought to the table discussion on an AI program for transcribing minutes for both the Juvenile and Misdemeanor Administrator meeting. The costs of the device are \$189.00, the Note-Pro. It will provide up to 300 minutes a month of transcribing for free for the first year then you must purchase a plan. There is an available upgrade plan for \$239.99 if there was interest. – there was continued group discussion. Item to be placed on the April agenda and Shawn Hill will reach out to the Juvenile Association to ask to be placed on their agenda for a discussion item. It was also mentioned as a suggestion to replace the Owl Microphone.

Important Dates:

Misdemeanor Training Council meetings March 25th, June 24th, September 23rd, December 16th 2026 @ 1:00 pm – 4:00 p m.

Misdemeanor Training Council quarterly training – April 29th, July 29th, October 21st, 2026 @12:30 – 1:30 pm

POST Misdemeanor Academy – August 3rd – August 28th, 2026

Conversation about POST hiring new employee in their Certification Department. They are way behind getting certifications posted onto individuals POST records.

Aletia Straub-Workman advised that the IJJA contract has only booked the lobby area with the Nampa Civic Center for the 14th of September, to set up the vendor area. So, if the IACAMPAA Association wanted to have the meeting on the Monday at 4:00 pm, we would need to book a room directly with the Nampa Civic Center. Aletia then suggested either trying to book through the hotel, Civic Center or other alternatives. It was then suggested to possibly call Canyon County Juvenile Probation to see if they possibly were able to accommodate a room for our meeting. Shawn Hill stated he would call Jose Orozco, the Interim Director and have the discussion with him. He would also call the hotel to see if they had an available room.

Discussion on finding entity to house Misdemeanor Probation Funding: Kelli Brassfield appeared and stated she would turn the discussion over to Seth Grigg, IAC Executive Director. Seth advised not only was he the Director of IAC he sets on the POST Council as well. Shawn Hill explained - that Misdemeanor Probation does not sit under the guise of IDOC or IDJC. There is a substantial amount of training money that currently is sitting with POST. Misdemeanor Probation feels it should be housed under a different entity other than POST, possibly IAC. Seth Grigg suggested that as long as the statute does not preclude it, it could be reviewed. He inquired as to whether or not the statute directs the money be housed with POST. Currently, it does at this time. Discussion on the need to get the statute changed. He stated that IAC does administer funds for other groups. He informed that they manage for the County Coroners in such a similar capacity. Shawn Hill stated he would reach out to Representative Marco Erickson after this Legislative session. The Representative has been very supportive of Probation in the Legislature. Seth Grigg would not be opposed to manage the finances and suggested in crafting the language it should be something similar to what the Coroners Association has with them. He also, suggested to make sure to draft language to give the IACAMPAA the administrative responsibility for the funds rather than the IAC or another entity. Shawn asked Kelli Brassfield to assist him in drafting a document to use to approach Representative Erickson on the subject. She agreed. Seth Grigg inquired as to what was the underlying issue for the change. Shawn informed him it was due to - not feeling like there is full access to the funds. JFAC was mentioned in the conversation. There was also a question on whether the interest stays with account or does it roll over to POST. Seth suggested to look into that matter. Further discussion on Legislative issues and POST issues

Next Administrators meeting April 9th, 2026 in McCall.

Adjournment: 1:42 pm – Shawn Hill to entertain a motion to adjourn the meeting. Amanda Leader made the motion to adjourn the meeting. Ryan Grayson seconded the motion. Motion passed. Meeting Adjourned.