

## APAI EXECUTIVE COMMITTEE MEETING

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**DATE:** March 23, 2012

**MEMBERS PRESENT:** Charles Traughber, President; Jeffery Peterson, Vice President; David Blumberg, Treasurer; Jeralita Costa, Secretary; Cranston Mitchell, Past President; Rissie Owens, COPRA Chair; Regional Vice Presidents: Ed Reilly, Northeastern Region; Cynthia Mausser, Central Region; and Renee Collette, International Section Vice President

**STAFF PRESENT:** Keith Hardison, CAO; Natalie Payne, Secretariat.

**MEMBERS ABSENT:** Barbara LeMaitre, Western Region VP; Caroline Mudd, Southern Region VP.

A quorum was present.

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Meeting called to order by President Traughber at 12:41 p.m. Eastern; 11:41a.m. Central; 10:41 a.m. Mountain and 9:41 a.m. Pacific.

### I. Approval of Minutes

Action Taken: Motion to approve the minutes of February 24, 2012 made by Mr. Peterson; 2<sup>nd</sup> by Ms. Collette. Motion adopted unanimously.

### II. Update on 2012 Annual Training conference

- a. Mr. Hardison reported: There are 8 Paid exhibitors signed up. 47 registrations thus far (includes 7 from the Cayman Islands) More international than US registered at this time. UK Coordinator got approval to sponsor at least one representative from 6 Caribbean Islands. Zambia is planning to attend as is New Zealand.
- b. Awards committee met: Ben Baer Award to Judge Carruthors; the O'Leary Award to Charles Traughber.
- c. Program committee work on going.
- d. Mr. Hardison reported he had been speaking with Denver about hosting the ATC in 2013, but they have realized they will be hosting the International Corrections and Parole Association (ICPA). New Mexico was not interested. Rhode Island is interested in hosting in 2013 and is researching options for a proposal to host in Providence. Reportedly, AT Wall, Secretary of RI DOC has indicated full support as well.
- e. CEPC – 20 scholarships have been awarded. There are 15 other opportunities for people to attend. Mr. Hardison has asked Ms. Burke to please announce that ASAP.

### **III. Committee Reports:**

**Essential Elements.** Ms. Mausser reported: The next committee meeting is on April 13<sup>th</sup>. The Essential Elements have been posted on our website and distributed to ACA, APPA, NIC. Will send to ICPA.

**Victims Committee** – Mr. Hardison reported that he has been working on a model protocol concept paper for potential funding for technical assistance and support.

**Professional Development** – Keith Hardison for David Smith. Documents are being circulated for development of the mentoring program. David Smith found a software program that might be useful for the mentoring program. Will meet after the 27<sup>th</sup> of March.

**Nominating Committee** – Mr. Cranston Mitchell. Mr. Mitchell reported that the nominating committee has approved a slate of officers: Jeff Peterson for President and David Blumberg for Treasurer.

**Resolutions** – Still only at 3 members, by-laws call for 5 members.

Resolutions Committee current recommended membership: Arnold Galet (Ontario); Dr. Patricia Waak ( Colorado); William Simpson ( Maryland)

We are awaiting further membership recommendations. The importance of this committee was discussed at the Central Regional meeting.

**Communications Committee** - Current membership: Melissa McDonald (Tennessee; Sonja De Friez ( New Zealand); Steve Andraschko (US Army); Jane Tillman ( Florida); Mike Matthews (Idaho)

President Traughber has designated Jane Tillman as Chair. A letter of appointment has been generated and a Mandate/Charter drafted and sent to Ms. Tillman.

### **IV. Other Business:**

- a. Mr. Mitchell reported that he attended a co-occurring disorders response meeting that was held on March 5<sup>th</sup>. Development of the framework for co-occurring disorders had already begun without any representation from parole. Mr. Mitchell was able to raise the issues that parole professionals have (conditions and discretionary parole) and that input is now being incorporated into the document.
- b. Ms. Mausser provided an update on the Central Region meeting that was conducted online using GoToMeetings. She reported that there were a few technical difficulties that Ms. Payne was able to work on. There was a request for an advance meeting

agenda and she will take this into account for the next meeting. It was a great first attempt at an electronic regional meeting.

**V. Membership Update:**

Ms. Payne reported 379 memberships paid up to date. That will pick up with conference registration.

**VI. Financial Report:**

EC members reviewed the financial report. Mr. Blumberg and Mr. Hardison are working on a proposed budget with the finance committee.

**VII. Director's Report:**

Proposal from CMITT will be forwarded. No changes to the service or cost at this time. Will send out for approval.

**VIII. Next meetings:** April 27, 2012 and May 11, 2012

**IX. Other Information:**

Mr. Mitchell alerted the EC that Kermit Humphries will be retiring and we should consider some form of recognition.

Ms. Collette's surgery will be on April 4<sup>th</sup> and not sure how long her recovery will be.

Motion to adjourn at 10:45 a.m.

Respectfully Submitted,

Jeralita "Jeri" Costa, Secretary

April 21, 2012

Approved by EC on April 27, 2012