

APAI EXECUTIVE COMMITTEE MEETING

Executive Committee Meeting Minutes for October 26, 2012

MEMBERS PRESENT: Jeffrey Peterson, President; Rissie Owens, Vice President; David Blumberg, Treasurer; Jeralita Costa, Secretary; Regional Vice Presidents: Steven Andraschko, Northeastern Region; Connie Bisbee, Western Region; Cynthia Mausser, Central Region; and Renee Collette, International Section Vice President.

STAFF PRESENT: Keith Hardison, Natalie Payne

MEMBERS ABSENT: Charles Traugher, Past President; Caroline Mudd, Southern Region VP

Meeting called to order by President Jeffrey Peterson on Friday October 26, 2012 at 12:30 PM Eastern, 11:30 AM Central, 10:30 AM Mountain and 9:30 AM Pacific.

- I. **Approval of the minutes** from September 28, 2012 – tabled.
- II. **2013 ATC** (Hardison/Payne)
 - a. Mr. Hardison reported that the Program Committee met October 23rd to discuss possible general sessions and workshops. Mr. Hardison conferred with a representative of the NPRC about possible workshops they might present at the ATC.
 - b. A call for presentations has been sent out for workshops. Responses are due Nov 2nd
 - c. The next meeting of the Program Committee is Nov 13.
- III. **2014 ATC site** (Hardison/Payne)
 - a. Mr. Hardison and Ms. Payne discussed the hotel proposals from Denver hotels for the 2014 Conference.
- IV. **Community Corrections Collaborative Network Meeting** (Peterson)
 - a. Mr. Peterson reported that ..
- V. **Future of COPRA** (Peterson)
 - a. Discussion of the 3 options provided. Clarification was provided on the differences between option 2 and 3. It was noted that it is already difficult to get participation as the COPRA is currently constituted and that chairs change frequently, so option 3 which provides for the inclusion of executive staff of boards/releasing authorities provides a potential for more continuity. The following questions were raised, "Is there an opportunity for board chairs and

executive directors to provide leadership in the APAI? What is the role of the Chair's meeting outside of specialized training? Do we even need a leadership committee aside from the EC because the professional development committee is already doing the work?

Motion: Ms. Mausser moved that we submit a proposal to the membership to abolish COPRA. 2nd by Ms. Collette.

Mr. Hardison pointed out that as per Article 8 of the APAI Constitution, rational shall be distributed within 60 days and passage requires a 2/3 majority of the members voting within 30 days of the distribution date. It was noted that our intent is to continue to discuss with chairs and executive directors what role they want to play in the governance of APAI.

Motion approved unanimously.

VI. **ACSA** (Costa)

- a. Ms. Costa gave an overview of her attendance at the African Correctional Services Association conference in Kampala, Uganda. She noted that the Uganda Host Committee made special efforts to obtain and accommodate attendees at the conference; the Commission General ensured that every letter of invitation was sent in the language of the official, personally signed, and sent by courier. Additionally, throughout the conference there were interpreters provided for several languages. (Yours truly had to be asked to slow down because her American English was a bit challenging to interpret). The ACSA Vision is: A center of excellence in providing human rights based correctional services in Africa. There were 25 African nations represented at the conference, including 22 heads of prison services. It was said that almost all African Nations have parole written in their authorizing statutes, but few have implemented due to the vast challenges the prison services face in many of these nations. The few that have implemented parole have received excellent training and assistance from the National Parole Board of Canada. As their systems are national in scope, it seems appropriate that they would seek advice and assistance from other national scope paroling authorities. Ms. Costa reported she was very impressed with the entire conference and learned a lot about African prison services. Everyone was welcoming and she received very supportive feedback about her presentation, with several people requesting copies (which have been provided.)
- b. Ms. Costa suggested that it would be wonderful to have a representative of the ACSA executive committee attend the APAI ATC to give an update on their formation and growth as they are a fairly new organization.

- c. Ms. Costa also suggested that APAI's Program Development Committee should work to identify options for providing technical assistance for international members and non-governmental agencies working with them.
- d. Ms. Costa will have a full report with photos and video to share at a later time.

VII. **Huntsville trip** (Hardison)

- a. Mr. Hardison paid a visit to the Texas Parole Board and the CMIT facilities. He reported that Chair Rissie Owens and staff explained the operations of their Board and provided him with greater insight into the issues facing releasing authorities. In addition information was obtained that will be relevant to future research initiatives on medical parole and other topics, future communications efforts (newsletters, etc) board training needs and the needs of releasing authority members in general.
- b. Mr. Hardison's report on his visit to CMIT focused on the opportunities for web-based and live video format training for APAI. He reported that he met with Dean Vincent Webb of the Sam Houston State University College of Criminal Justice and toured the Mass Communication Center at SHSU. They discussed ways in which the school, CMIT and APAI could collaborate in such things as web based and live trainings. Mr. Hardison was very complimentary of the cooperative nature of the staff from CMIT and SHSU and shared that this collaboration will provide APAI with the availability of very low cost training options ranging from live training sessions to webinars, and up to and including high quality webcast either live, recorded or some combination thereof. APAI can produce trainings either on a cost recovery basis, for profit, or based upon grant funding. CMIT also has a quite impressive, full service training facility for in person trainings.
- c. Mr. Hardison reported that while at CMIT he met with Dr. Gaylene Armstrong, Director of the Criminal Justice and Criminology Graduate Programs and Director of Research for the CMIT. She is very interested in collaborating with APAI on research initiatives (including "white papers") that could be of interest to both entities. She has offered to come (at CMIT expense) to the ATC in Providence to hold focus groups to develop these areas of common interest.

VIII. **NPRC update** (Hardison)

- a. Mr. Hardison reported that the National Parole Resource Center was refunded and that Mr. Peterson, Ms. Mausser, and Mr. Hardison are serving on the advisory committee for them.

- b. Mr. Hardison shared that the NPRC is developing a workshop that will be offered in conjunction with the ATC 2013, similar to the pre-conference workshop provided last year.
- c. There are still some on-going discussions about the APAI funding provided by the NPRC for staff and volunteer resources that APAI provides to NPRC.

IX. Chair's Planning Committee:

Mr. Hardison reported that a Chair's Planning Committee has been formulated to discuss an agenda for the next Chair's meeting. They have held one meeting already. Members of this committee are: Mr. Peterson, Ms. Mausser, Ms. Collette, Mr. Hardison, and Ms. Payne. Notes will be provided to the Ec.

X. Resource Map for Website

- a. Ms. Payne demonstrated the current draft of the map for the website that includes the chair's name and contact for each board or releasing authority.
- b. Mr. Peterson asked the regional vice presidents to gather the basic five points of information for each of their jurisdictions (chair's name, contact person, phone, e-mail, website link). Eventually, information about the scope of their jurisdiction will be gathered as well, but that is for the future.

XI. Committees

- a. Standards (Cyndi Mausser): no meeting
- b. Victims (Hardison and Costa for Tena Pate)

This committee met October 25. The committee discussed possible sessions and workshops at the ATC on victim's issues, possible on line trainings using the facilities of CMIT, the proposed Model Protocol and Jeri Costa's observations from Africa on victims issues there.

- c. Professional Development (Hardison for David Smith): no meeting to report
- d. Resolutions (Hardison): no meeting to report
- e. PR/Communications (Hardison for Jane Tillman): no meeting to report

XII. Membership update (Payne)

Ms. Payne reported that we have had 30 – 40 memberships drop off due to expirations. Notices have been sent out and reminders will go out again.

Ms. Costa will set up a membership meeting in November. All Regional Vice Presidents are members of this committee.

XIII. Newsletter (Hardison)

Next newsletter is planned for January 2013 and will include an Africa Correctional Services update and a New Zealand/Australia update; since these international members held conferences in October.

XIV. Financial Report for September supplied in writing

No comments or questions.

XV. Director's Report October 2012 supplied in writing and covered above.

Adjourned at 11:25 a.m. PT / 12:25 p.m. MT / 1:25 p.m. CT / 2:25 p.m. ET

Next meeting: November 16, 2012

Respectfully Submitted,

Jeralita Costa, Secretary

Approved on January 25, 2013