

# INDIANA PUBLIC DEFENDER COUNCIL

Board of Directors' Retreat

September 27, 2003

Bloomington, Indiana

## MINUTES

### I. CALL TO ORDER

The meeting of the Board of Directors of the Indiana Public Defender Council (IPDC) was called to order by Chair Bob Hill at 9:12 a.m. on September 27, 2003. Directors present: Michelle Kraus, Neil Weisman, David Cook, Doug Garner, Terry Harper, Lorinda Youngcourt, Kitty Liell, David Hennessy and Mike McDaniel. Directors absent: Susan Carpenter. Staff present: Larry Landis, Donald Murphy, Paula Sites and Teresa Campbell.

### II. APPROVAL OF MINUTES

Minutes for the meeting held on April 10, 2003, were unanimously approved.

### III. APPROVAL OF AGENDA

The board reviewed and unanimously approved the proposed agenda.

### IV. EXECUTIVE DIRECTOR'S REPORT

#### A. Administration

Larry Landis reported the following staff changes:

1. Cathy Herzig resigned as Financial Manger and JoAnn Pickett will be returning on October 27 as Financial Manager.
2. Andrew Krull has been hired as a staff attorney and will start on October 6.
3. Paula Sites will fill a new position of Assistant Executive Director and be responsible for coordinating and integrating research and publications.
4. Jack Kenney will fill a new position of Director of Publications.
5. Don Murphy will fill a new position of Director of Performance Improvement and will be responsible for coordinating and integrating training, the mentor program, and performance standards.
6. Teresa Campbell will devote full time to her duties as Training Coordinator and assist Don Murphy, Jodie English and Terry Richmond.
7. Loretta Jackson has been assigned additional duties as Executive Assistant.

## **B. Budget**

Larry Landis reviewed the budget for FY 2003-04 and the allocations for contracts under the grant and the state budget.

## **V. PUBLIC DEFENDER COMMISSION**

Larry Landis reported that the Public Defender Commission approved Allen County as the 51<sup>st</sup> county eligible for state reimbursement in non-capital cases. He also reported that the Commission has projected that it will be necessary to pro rate reimbursement in non-capital cases during the last two quarters of FY 2003-04.

The legislature did not increase the annual appropriation of \$7 million to the Public Defense Fund. The total request for reimbursement for the 51 eligible counties will be approximately \$9 million. Larry Landis indicated that legislation would be filed next year to increase court costs to generate an additional \$2 million for the Public Defense Fund.

## **VI. PUBLICATIONS**

Larry Landis reviewed the publications schedule and inquired whether any additional publications were required.

Don Murphy distributed a draft of the Juvenile Delinquency Guidelines. Larry Landis stated that the plan was to distribute these guidelines to juvenile practitioners to review for 6-9 months. After receiving feedback from practitioners, the draft will be revised and submitted for approval next year at the Board Retreat.

Don Murphy also distributed the Criminal Defense Attorney Checklist which was revised and reformatted at the Board's request. The plan is to distribute the checklist and update it as a continuing work in progress. The Board suggested that this publication should be added to our website as a PDF file.

Don also distributed a pamphlet entitled "Your Rights as a Citizen" which will be sent to all the public defender offices for their use. Kitty Liell volunteered to assist Don with additions and changes.

## **VII. GOALS**

Larry Landis reviewed the Strategic Directions, the progress in meeting the organizational goals for FY 2002-03, and the proposed goals for FY 2003-04.

## **VIII. TRAINING**

The board made the following suggestions on topics for Annual Update: demonstrative evidence with John Sands, Judy Clark, voir dire, a report on regional criminal defense organizations, one hour on ethics.

After a discussion of concerns about the lack of advance planning for training programs, the lack of communication between the training directors and training faculty, and whether our training objectives can best be met by hiring a full-time training director, a consensus was formed that immediate improvement was needed. David Hennessy moved that the executive director be requested to report to the board within ninety (90) days his progress in improving the planning and implementation process for training programs. Lorinda Youngcourt seconded the motion which was approved by majority vote. Katherine Liell and Bob Hill voted against the motion.

**IX. CRIMINAL JUSTICE POLICY AND LEGISLATION**

Larry Landis reported that appointments to the Sentencing Policy Study Commission have been made and the first meeting was held in September. He requested that Board members contact him with any recommendations for the Commission.

**X. NEW BUSINESS**

There was no new business.

**XI. ELECTION OF OFFICERS**

David Hennessy moved that the current officers be elected for an additional year. David Cook seconded the motion which was unanimously adopted. The following officers were elected: Bob Hill, Chair; Doug Garner, Vice-Chair; and David Hennessy, Secretary.

**XI. EXECUTIVE SESSION**

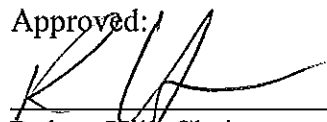
In executive session, the Board approved the salary schedule as proposed by the executive director.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted:

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Teresa Campbell, Acting Secretary  
Date: \_\_\_\_\_

Approved:

  
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Robert Hill, Chair  
Date: \_\_\_\_\_