

**Probation Committee  
Judicial Conference of Indiana**

**Minutes  
January 30, 2015**

The Probation Committee of the Judicial Conference of Indiana met by teleconference on January 30, 2015.

1. **Members present.** The following members were present: Lance Hamner, Amy Jones, Sam Keirns, Kenton Kiracofe, Lori Quillen, Wayne Steele, Wayne Sturtevant, and Wendy Davis, chair.
2. **Staff present.** Jenny Bauer, Mary Kay Hudson, Michelle Goodman and Angie Hensley provided staff assistance. Jamie Bergacs also attended the meeting.
3. **Approval of minutes.** The minutes from the October 2014 meeting were approved.
4. **Recommendation to Board re: probation exam.** Judge Davis reported that she presented the Committee's probation exam recommendation to the Board of Directors at the December Board meeting. She reported that a few Board members from small counties did not like the recommendation that would restrict the probation exam to probation officers employed by probation departments. According to Judge Davis, the Board tabled the recommendation and asked her to take the recommendation back to the Committee. The Committee members discussed the recommendation and whether to revise it. After a lengthy discussion, the Committee members agreed to take the original recommendation back to the Board for a vote, with additional statutory language and commentary added to Standard 2.5.
5. **Legislative Update.** Jenny Bauer reported that HB 1006 will seek funding for counties to supervise the Level 6 felons that will no longer be sent to DOC. The bill will also require collaboration between community corrections and probation by January 1, 2016. Mary Kay Hudson reported that Rep. Steuerwald is convening a meeting of criminal justice stakeholders next week to continue discussion on the bill. Judge Davis reported that Chief Justice Rush is interested in knowing the cost to counties from 1006 and asked for any comments to be sent to her or Jenny Bauer.
6. **Updates from the Indiana Judicial Center.** Mary Kay Hudson reported that Indiana applied for technical assistance from the National Institute of Corrections Evidence-Based Decision-Making initiative (EBDM). She stated that representatives from NIC conducted a site visit this week and will select the recipient states in early February. Ms. Hudson also reported that Chief Justice Rush gave permission for the Pre-trial Release group to continue with the project. The Judicial Center will host an informational meeting for counties interested in the pilot project on March 27<sup>th</sup>. Jenny Bauer reported that phase 2 of the probation incentives and sanctions project began at the beginning of

the year. The pilot counties will be trained on use of the contingency management system in the next few months. Michelle Goodman reported that the Judicial Center is working with JTAC to develop a probation case planning application in INCite. She also reported that the Judicial Center received grant funding from the Indiana Criminal Justice Institute to develop a quality assurance curriculum for the risk assessment systems.

Respectfully submitted,

Jenny Bauer  
Staff Attorney  
Indiana Judicial Center

**Probation Committee  
Judicial Conference of Indiana**

**Minutes  
March 20, 2015**

The Probation Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on March 20, 2015.

1. **Members present.** The following members were present: Lance Hamner, Amy Jones, Sam Keirns, Kenton Kiracofe, Mark Renner, and Wendy Davis, chair.
2. **Staff present.** Jenny Bauer, Mary Kay Hudson, Michelle Goodman and Angie Hensley provided staff assistance. Jamie Bergacs, Justin Miller and Chad Long also attended the meeting.
3. **Guest.** Judge Mark Stoner of Marion Superior Court attended the meeting.
4. **Approval of minutes.** The minutes from the January 2015 meeting were approved.
5. **Legislative Update.** Mary Kay Hudson reported that HB 1006 was heard in the Senate Judiciary Committee on March 18<sup>th</sup>. The committee amended the bill to add members to the Justice Reinvestment Advisory Council. The bill extends the opportunity for DOC community corrections grants to Courts. Ms. Hudson also reported that the budget bill includes criminal justice funding in the Judicial Center's budget, but she is not sure if the funding will stay there. Ms. Hudson further reported that the Supreme Court budget was heard in the Senate Appropriations Committee on March 19<sup>th</sup> and that the budget includes funding to support probation.
6. **Updates from the Indiana Judicial Center.** Mary Kay Hudson reported that Indiana was selected to receive technical assistance from the National Institute of Corrections Evidence-Based Decision-Making initiative (EBDM). She stated that the county participants are Hamilton, Hendricks, Jefferson, Porter and Tipton. Ms. Hudson also reported that the Judicial Center will host an informational meeting for counties interested in the Pre-trial Release pilot project on March 27<sup>th</sup>. She stated that six counties have expressed an interest in the project and that the project will review the pre-trial release process used in each county. Jenny Bauer reported that phase 2 of the probation incentives and sanctions project began at the beginning of the year and that the first training was conducted in Bartholomew County on February 27<sup>th</sup>. The other pilot counties will be trained on use of the contingency management system in the next few months. Angie Hensley reported that the Judicial Center has several upcoming probation-related trainings: new probation officer orientation on April 14-16; new chief probation officer training on April 15; probation annual meeting on May 6-7 and another new probation officer orientation in October.

7. **Probation Exam.** Judge Davis led a committee discussion on the probation exam recommendation and finding a way to compromise on who can take the exam. The committee discussed the idea of keeping the eligibility requirements as they are now (applicant must have a baccalaureate degree from an accredited college or university or be in the last semester of a baccalaureate degree program) and revise the probation exam to incorporate evidence-based supervision practices, officer skills, and general knowledge of probation and the criminal justice/juvenile justice systems. The committee also discussed adding a skills academy for new probation officers to attend after the general orientation. The committee asked Jenny Bauer to present these options to the Probation Officers Advisory Board for their feedback.

Respectfully submitted,

Jenny Bauer  
Staff Attorney  
Indiana Judicial Center

**Probation Committee  
Judicial Conference of Indiana**

**Minutes  
May 22, 2015**

The Probation Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on May 22, 2015.

1. **Members present.** The following members were present: Matthew Bailey, Kit Crane, Lance Hamner, Sam Keirns, Kenton Kiracofe, Lori Quillen, Mark Renner, Wayne Steele and Chair Wendy Davis.
2. **Staff present.** Jenny Bauer, Mary Kay Hudson, Michelle Goodman and Angie Hensley provided staff assistance. Justin Miller and Chad Long also attended the meeting.
3. **Approval of minutes.** The minutes from the March 2015 meeting were approved.
4. **Probation Exam Recommendation.** Jenny Bauer distributed copies of the proposed probation exam recommendations and Wendy Davis led a discussion on the recommendations. Judge Davis noted that the recommendations will raise the standard for testing and training of new probation officers if approved by the Board of Directors. The committee discussed that the professionalism of probation officers will be important as more offenders are directed to community supervision. Mark Renner made a motion to approve the probation exam recommendations and Kenton Kiracofe seconded the motion. The motion was approved unanimously. The committee discussed revising the language in the proposed amendment to Probation Standard 2.5 to match the language of IC 11-13-1-1(b). Mark Renner made a motion to approve the proposed amendment to Probation Standard 2.5 as amended by the committee and Kenton Kiracofe seconded the motion. The motion was approved unanimously.
5. **Legislative Update.** Mary Kay Hudson reported that HB 1006 was signed by the governor on May 5<sup>th</sup> and has an effective date of July 1<sup>st</sup>. She stated that the bill provides for DOC grants that are open to probation, prosecutors, and court recidivism reduction programs. Ms. Hudson also stated that the bill provides for DMHA grants and creates the Justice Reinvestment Advisory Council. Wendy Davis informed the committee members that the bill encourages collaboration between probation and community corrections.
6. **Political Activity of Probation Officers.** Jenny Bauer reported that the Judicial Center was recently informed that a probation officer in Vanderburgh County was on the ballot as a candidate for the Evansville City Council. The probation officer is a contract employee of the Superior Court and is not subject to the restriction against court

employees running for partisan political office according to counsel to the Judicial Qualifications Commission. Ms. Bauer stated that the Judicial Center would like the committee to discuss the issue at a future meeting because of their concern with the appearance of a court employee running as a candidate for partisan political office.

7. **Updates from the Indiana Judicial Center.** Mary Kay Hudson reported that the EBDM kick-off meeting is scheduled for June 11 and 12 in Indianapolis. Ms. Hudson also reported that the Judicial Center hosted an informational meeting on March 27<sup>th</sup> for counties interested in the Pre-trial Release pilot project. She stated that six counties have expressed an interest in the project and that the project will review the pre-trial release process used in each county. Jenny Bauer reported that phase 2 of the probation incentives and sanctions project is in full swing and that all of the pilot counties have been trained on contingency management and use of the system. Angie Hensley reported that the Judicial Center is continuing with EPICS trainings and will explore online training opportunities in the future.
8. **Next meeting.** The next meeting of the Probation Committee is scheduled for July 31 at 10:30 a.m. at the Indiana Judicial Center.

Respectfully submitted,

Jenny Bauer  
Staff Attorney  
Indiana Judicial Center

**Probation Committee  
Judicial Conference of Indiana**

**Minutes  
July 31, 2015**

The Probation Committee of the Judicial Conference of Indiana met by teleconference on July 31, 2015.

1. **Members present.** The following members were present: Matthew Bailey, Kit Crane, Sam Keirns, Lori Quillen, Mark Renner, Mark Renner, Wayne Steele, Wayne Sturtevant and Chair Wendy Davis.
2. **Staff present.** Jenny Bauer, Mary Kay Hudson, Michelle Goodman and Angie Hensley provided staff assistance. Justin Miller, Jamie Bergacs, and Chad Long also attended the meeting.
3. **Approval of minutes.** The minutes from the May 2015 meeting were approved.
4. **Probation Exam Recommendation update.** Wendy Davis reported that she presented the Committee's probation exam recommendations to the Judicial Conference Board of Directors at their June meeting. She said the Board unanimously passed the recommendations without much discussion. Judge Davis stated that she would like a subgroup to oversee the Judicial Center's work on the details of implementing the recommendations. Judicial Center staff will update the committee on an implementation plan at the next meeting.
5. **1006 Grant Opportunities.** Jenny Bauer reported that the new Justice Reinvestment Advisory Council has worked with the Department of Correction on the application process for the 1006 grant funding. She stated that each county with a community corrections advisory board will submit the application through that board. The grant funding is open to court recidivism reduction programs, probation departments, community corrections programs and prosecutor diversion programs. DOC distributed the applications recently and the deadline for submission is September 18<sup>th</sup>.
6. **Updates from the Indiana Judicial Center.** Mary Kay Hudson reported that the pretrial release committee meets again on August 21<sup>st</sup> and will address the pilot project and protection of pretrial statements made by the defendant. Ms. Hudson also reported that the EBDM project is looking at how the state team can support the pretrial release project since pretrial release is an EBDM decision point. Jenny Bauer reported that phase 2 of the probation incentives and sanctions project is in full swing and that the University of Cincinnati Research Institute is working on the data collection database.

She stated that data collection should begin in late summer or early fall. Angie Hensley reported that the Judicial Center will conduct probation officer orientation in October and that trainer training for case management is wrapping up.

7. **Next meeting.** The next meeting of the Probation Committee is scheduled for October 23<sup>rd</sup> at 10:30 a.m. at the Indiana Judicial Center.

Respectfully submitted,

Jenny Bauer  
Staff Attorney  
Indiana Judicial Center

**Probation Committee  
Judicial Conference of Indiana**

**Minutes  
October 23, 2015**

The Probation Committee of the Judicial Conference of Indiana met by teleconference on October 23, 2015.

1. **Members present.** The following members were present: Daniel Banina, Lisa Bowen-Slaven, Kit Crane, Greta Friedman, Lance Hamner, Sam Keirns, Kenton Kiracofe, Lori Quillen, Wayne Steele, Linda Ralu Wolf, and Chair Wendy Davis.
2. **Staff present.** Jenny Bauer, Mary Kay Hudson, Michelle Goodman and Angie Hensley provided staff assistance. Justin Miller and Chad Long also attended the meeting.
3. **Approval of minutes.** The minutes from the July 2015 meeting were approved.
4. **Justice Reinvestment Advisory Council.** Jenny Bauer reported that the Justice Reinvestment Advisory Council finalized recommendations for the 1006 grant funding on October 20<sup>th</sup>. The Advisory Council recommended to the DOC commissioner that the \$5 million in funding go to 42 of the 60 counties that requested funding. A total of \$17.5 million was requested by the 60 applicants. Ms. Bauer also reported that the Advisory Council will work with DOC on the application for the FY 17 funding, which will be \$20 million. DOC will distribute the FY 16 money to the recipient counties in November.
5. **Probation Exam Update.** Jenny Bauer reported that she and Mary Kay Hudson have reached out to the National Institute of Corrections to seek technical support to draft a new probation officer exam. They have not heard back from the NIC contacts and will continue to pursue the opportunity for technical assistance.
6. **Updates from the Indiana Judicial Center.** Angie Hensley reported that the Judicial Center will conduct probation regional meetings on the following dates: November 6<sup>th</sup> in Plymouth, November 9<sup>th</sup> in Jasper and November 10<sup>th</sup> in Carmel. Representatives from the Division of Mental Health and Addiction will do a presentation on mental health treatment and the new Recovery Works program. Jenny Bauer reported that the Pretrial Release Committee has scheduled a webinar for interested counties on November 16<sup>th</sup> and an all-day program with NIC facilitators on November 24<sup>th</sup> at the Judicial Center.

7. **Other business.** Judge Davis reported that State Court Administration recently published the 2014 judicial and probation reports. She noted that the case numbers in both reports decreased in 2014.
  
8. **2016 meetings.** The 2016 schedule of meetings for the Probation Committee is as follows: January 29 at 10:30 a.m. (Judicial Center); February 19 at Noon (conference call); March 18 at 10:30 a.m. (Judicial Center); May 20 at 10:30 a.m. (Judicial Center), July 29 at 10:30 a.m. (Judicial Center) and October 28 at 10:30 (Judicial Center).

Respectfully submitted,

Jenny Bauer  
Staff Attorney  
Indiana Judicial Center