

**INDIANA PUBLIC DEFENDER COUNCIL  
BOARD OF DIRECTOR'S MEETING  
FEBRUARY 26, 1988  
MINUTES**

**I. CALL TO ORDER**

The meeting of the Board of Directors of the Indiana Public Defender Council was called to order by Gene Hollander, Vice-Chairman, at 5:00 pm at the Airport Hilton Inn in Indianapolis. The following Board members were present: Sandy Bryant, Dan Weber, Dan Toomey, Dave Keckley, Sheila Zwickey, Terry Richmond, David Hennessy and Susan Carpenter. Staff members in attendance were Larry Landis, Linda Spears, Mary Sinnock, Monica Foster and Tom Hayner.

**II. APPROVAL OF MINUTES**

Minutes from the Board meeting of December 11, 1987 were unanimously approved as distributed by mail to all Board members in early January.

**III. OFFICER AND BOARD VACANCY - SURBECK'S RESIGNATION**

The agenda was amended to first deal with the vacancy in the position of Chairman left by the resignation of John Surbeck who was appointed Superior Court judge on February 8, 1988. David Hennessy moved that Mark McNeely's letter and proxy to him be made a part of the minutes. The motion was seconded by Susan Carpenter and adopted by a unanimous vote. Regarding the election of Chairman, the Board decided to fill the remainder of Surbeck's term as Chairman by elevating the Vice-Chairman, Gene Hollander, to the position of Chairman and Secretary Dan Weber to the position of Vice-Chairman by a vote of five in favor (Zwickey, Richmond, Hennessy, Carpenter and Bryant) and three opposed (Toomey, Weber and Keckley). The vacant Secretary position was filled by the election of Sandy Bryant on a unanimous vote.

The Board voted to fill the Board member vacancy for the remainder of the term. David Hennessy moved and Dave Keckley seconded that Linda Wagoner be appointed to serve out the remainder of John Surbeck's term which expires in 1988. The motion was unanimously approved.

Chairman Gene Hollander requested the Election and Nominations Committee to consider the geographic distribution and the use of proxies at Board meetings.

The election of Board members will be at the annual meeting in the summer. Board members up for election at the annual meeting are: David Hennessy, David Keckley, Dan Toomey, Mark McNeely and Linda Wagoner. The Election and Nominations Committee will meet and nominate candidates for the Board.

**IV. EXECUTIVE DIRECTOR'S REPORT**

Attached hereto and included as part of these minutes as Attachment A is the Executive Director's Report dated February, 1988.

Larry Landis reported that Rita Akins, Project Director for the Alternative Sentencing Project, resigned effective in mid-March. Rita will become a contractual case developer of the Project. Landis requested that the names of potential candidates to head the Project be forwarded to him.

Larry Landis reviewed the results of the 1987 Membership survey which was sent to Board members prior to the meeting. The priorities requested by the 269 members completing the survey were as follows: training, publications and research.

A copy of the 1987 Legislative Summary was distributed.

Also distributed for information purposes was the Executive Director's Job Description and Time Allocation breakdown for 1988. Discussion was held regarding the need for Board involvement in developing support for the Public Defender Legislation. It was decided that the Public Defender Legislation Committee would make recommendations for the passage of this legislation at the next Board meeting.

## VI. **COMMITTEE REPORTS**

### A. *Standards Committee*

Susan Carpenter reported that the Standards Committee had not met and, therefore, had no report to make.

### B. *Malpractice Committee*

David Hennessy reported that the Malpractice Committee had no action to report. Linda Spears of the IPDC staff is gathering information regarding liability coverages for public defenders and will give this information to Mr. Hennessy prior to the next Board meeting.

### C. *Payments Guidelines Committee*

Terry Richmond reported that the committee had not met and had no action to report.

### D. *Public Defender Legislation Committee*

The Public Defender Legislation Committee was appointed at the September 25, 1987 meeting. It is co-chaired by Dan Weber and Terry Richmond. The other board member appointed to this committee was Sheila Zwickey. Three other non-board members are to be appointed by the co-chairpersons.

Committee Co-chair Terry Richmond requested assistance from other Board members in identifying all contacts in other criminal justice organizations that support the public defender bill. He also requested suggestion of names of potential sponsors.

Gene Hollander suggested a mailing to all IPDC members with a letter explaining the public defender bill, a copy of the bill and a similar letter to legislators seeking support with a copy of the bill. The committee is to report at the next meeting.

### E. *Staff Assistance*

Larry Landis reminded the Board that the staff members of the IPDC can be utilized by the committees for support, to set meetings and do mailings.

## VII. **NEW BUSINESS**

Gene Hollander requested that Larry Landis do a feasibility study regarding a telephone hook-up for Board members who are unable to attend Board meetings.

The next seminar is tentatively set for June 3, 1988 with the topic to be decided.

The Annual Board Retreat has been set for July 9, 1988 with a location to be determined.

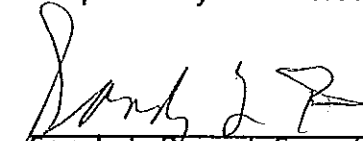
The next Board meeting will be held on April 20, 1988 in the IPDC office.

VIII. **ADJOURNMENT**

Terry Richmond moved and Susan Carpenter seconded that the meeting be adjourned and the motion passed unanimously at 6:30 pm on February 26, 1988.

Minutes typed by Linda J. Spears

Respectfully submitted:

  
\_\_\_\_\_  
Sandy L. Bryant, Secretary

Approved:

  
\_\_\_\_\_  
Eugene C. Hollander, Chairman

The next seminar is tentatively set for June 3, 1988 with the topic to be decided.

→ The Annual Board Retreat has been set for July 16, 1988 with a location to be determined.

The next Board meeting will be held on April 20, 1988 in the IPDC office.

VIII. **ADJOURMENT**

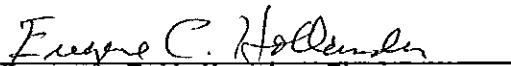
Terry Richmond moved and Susan Carpenter seconded that the meeting be adjourned and the motion passed unanimously at 6:30 pm on February 26, 1988.

Minutes typed by Linda J. Spears

Respectfully submitted:

  
Sandy L. Bryant, Secretary

Approved: *as amended*

  
Eugene C. Hollander, Chairman

# EXECUTIVE DIRECTOR'S REPORT

FEBRUARY 1988

## A. *MANUALS*

1. Sentencing Update The Sentencing Manual published in 1984 has been revised by Monica Foster. It will be printed in February and available in March.
2. Trial Manual In September of 1987, Tom Hayner began working on contract to edit this manual. The publication date has been extended until May, 1988.

## B. *CASE BANK*

Fifty (50) new sets of the entire Case Bank were printed in October. Monthly updates are on schedule. The Case Bank sells for \$150 to members and \$225 to non-members. Annual upkeep is \$50 for members and \$75 for non-members. The costs of production for the Case Bank is \$112 and approximately \$45 for monthly updates.

## C. *INDIANA DEFENDER*

The Indiana Defender has been slightly changed by revising the front cover and increasing the weight of the paper. Subscription costs to non-members is \$15 per year.

## D. *TRAINING PROGRAMS*

A full day seminar on Prosecutorial Misconduct and Plea Negotiation is scheduled for February 26, 1988 at the Airport-Holiday Inn in Indianapolis.  
Hilton

## E. *GRANTS*

Attached are copies of the second quarter narrative and fiscal reports for the Sentencing Alternatives Project and the Juvenile Resources Project.

## F. *STAFF*

Rita Akins will be converting from the Alternative Sentencing Director to a contractual case developer in March.

Brenda Anderson has joined the staff as an intern for one semester. She will be working on the Alternative Sentencing Project.

# INDIANA PUBLIC DEFENDER COUNCIL

**Board of Director's Meeting**  
*Airport Hilton Hotel*  
*Indianapolis, IN*  
*February 26, 1988*  
*5:00 pm*

## **AGENDA**

1. Call to Order
2. Approval of Minutes
3. Executive Director's Report
  - a. Staff Changes
  - b. Membership Survey
  - c. Legislative Summary
  - d. Federal Habeas State Resource Center
4. Committee Report
  - a. Standards Committee - Carpenter
  - b. Malpractice Committee - Hennessy
  - c. Payment Guidelines Committee - Richmond
  - d. Public Defender Legislation - Richmond / Weber
5. Old Business
6. New Business
  - a. 1988 Board Retreat
  - b. Board and Officer Vacancy - Surbeck's resignation
7. Adjournment