

**COMMITTEE ON PROBATION EDUCATION
MARCH 4, 2008 MEETING MINUTES
CONFERENCE CALL**

Present	Absent	Staff
Tim Hardy, Chair	Chuck Moter	Marie Holck
Todd Zweig, Vice Chair	Kate Weiby	Kensley Gonzales
Kathy Waters	Honorable John N. Nelson	Chad Kewish
Rob Lubitz	Scott Mabery	Sixto Valdivia
Diane McGinnis		Krista Chapman
Robyn Austin	Guests	
Lee Grant Phillips II	Fred Santesteban	

Tim Hardy called the meeting to order at 10:10 a.m. He said he'd like to have an agenda although one was not created for this meeting due to the small number of agenda items. He asked each member to introduce themselves.

I. Approval of Minutes

- Tim asked if the minutes from the November meeting had been approved. Motion made by Diane McGinnis and seconded by Todd Zweig to approve the minutes from the November 20, 2008 meeting. Motion passed unanimously.

II. Trainer Excellence Nominations Process: Information provided by Tim Hardy, Diane McGinnis

- An impromptu discussion took place before the meeting was called to order. Lee Grant Phillips, Diane McGinnis, and Marie Holck discussed the pros and cons of using a metrics system to more fairly judge the trainer excellence nominees.
- Tim noted that there was no action the committee could take for the current nominations because a procedure was already in place. He suggested the topic be added to the agenda for the June 9th meeting so members could discuss and offer other options.
- Diane disagreed. She asked if Lee would provide some samples of a metrics system for the next meeting. Lee said he would.

III. Trainer Excellence Awards Voting

- Tim asked if everyone had the nomination chart with the nomination forms. Each member said yes.
- Sixto Valdivia explained the nomination chart and why some names were duplicated.
- Tim asked the committee for ideas on the best way to narrow the field to one winner for each category. Marie suggested that every member vote once, then gradually narrow the field to one winner. Diane suggested that each member choose a first, second, and third choice for each category. Tim was concerned that if members had not prepared three choices prior to the meeting that a hasty, inaccurate decision could be made. Todd Zweig concurred.
- Lee asked how familiar each member was with the nominees. The majority said they knew the nominees only by the information on their forms. Lee expressed concern that members would

bias their decisions by how well the narrative was written. Tim agreed, but stated it was too late to change the process for these awards.

- Diane suggested asking members if they had any information or contributions on each nominee. Tim asked if anyone had any contributions on Steve Nesky. Marie provided the members information on Steve.
- Tim read the nominations for Defensive Tactics. The committee narrowed the field to four. Each member voted; Leslie Anderson was the winner.
- Tim read the nominations for Firearms. The committee narrowed the field to three. Each member voted; Ben Fasavalu was the winner.
- Tim read the names for Probation. The committee narrowed the field to four names. Each member voted; Catherine Dryer was the winner.
- The committee immediately voted on Detention because there were only two nominees. Olivia Omotinugbon was the winner.
- Marie asked the date of the recognition luncheon. Diane thought the date would be in October due to budget concerns. Marie said certificates would be prepared for presentation at the luncheon.
- Prior to the meeting Sixto insured that each nominee was in good standing with their Chief or Director. Tim said to notify the Chief or Director of each winner.
- Diane stated she is the contact person for the program brochure. Biographies and pictures of the winners should be sent to her.

IV. Upcoming Meeting

- Marie said the next meeting is June 9, 2008 at the JEC. Among other topics, the committee will be reviewing and updating instructor policies.
- The meeting adjourned at 10:40 a.m.

Respectfully,
Kensley Gonzales