

COMMITTEE ON PROBATION EDUCATION
Curriculum Subcommittee – Conference Call
November 6, 2008 Meeting Minutes

Present	Absent	Staff
Todd Zweig, Chair	Paula Betts	Krista Chapman
Billie Grobe	Frank Groenewold	Kensley Gonzales
Vicki Biro	George Owens	Chad Campbell
Kevin Jeffries	Kristie Wooley	
Frank Delamater	Denise Smith	
Mark Koch		
Manny Gomez		
Tivo Romero		
Gil Contreras		

Todd Zweig called the meeting to order at 1:30 p.m. The members took turns introducing themselves.

I. Approval of Minutes

Motion made by Vicki Biro and seconded by Manny Gomez to approve the minutes from the January 9, 2007 meeting. Motion passed unanimously.

II. Review Prison Rape Elimination Act (PREA) Lesson Plan: Information provided by Mark Koch

Mark said that each member had a copy of the lesson plan, participant manual, and PowerPoint slides. He shared with the committee how PREA is defined and how the lesson plan for PREA training was created. In creating the lesson plan, he followed the PREA mandates and created a curriculum for Detention staff as well as anyone else that would be in contact with juveniles in a Detention setting. The introduction includes the history of the legislation, the main points and focus of PREA, and a discussion of the relevance of the training to those that work in a juvenile detention setting.

Mark explained that he originally designed the lesson plan to be a Train the Trainer. Once the lesson plan is approved, he and Gil Contreras want to present this as regional training around the state. The training will not be done at the Detention Academy. After Mark and Gil get more familiar with the lesson plan and work out any timing issues or kinks, they would like to present this as a Train the Trainer.

Todd asked Mark to give a brief overview of the Detention Academy such as when and where it takes place as well the frequency and length. Mark explained how long the Academy is and how many participants usually attend.

Billie asked if the content would remain the same at each regional location. Mark assured her that it would, with the exception of individual department policies. Where applicable, the participants would be taught that they must adhere to individual department policy.

Billie asked if possibly a sample policy should be included in the lesson plan. Mark suggested using a generic policy, from Ohio State for example, to avoid any confusion with each participant's own county policy. The committee agreed that including a sample policy may be helpful to counties that do not currently have a policy to model. Todd asked if an Administrative Order would be disseminated at some point concerning Detention Standards. Mark answered that an AO does not currently exist, but the task force has finished the Standards Draft, which will then go to JAM for Director review, then on to AJC for approval.

Gil joined the meeting and discussed his experience with using the curriculum for the training. He has held four classes for juvenile staff in Pinal County and has been very pleased with the results. He received very positive evaluations as well as great participation through interaction and questions from the participants. The length of the training ranged from three to six hours.

Billie suggested, and Manny agreed, that a good way to gauge learning and performance objectives is to give a pre and post test at the PREA training.

The committee proceeded to examine the PREA lesson plan page by page and offered suggestions, changes, and additions to the text. Mark volunteered to make all the necessary changes to the lesson plan. Billie moved to approve the lesson plan (contingent upon the aforementioned changes being made) and send it to COPE for final approval. Manny seconded the motion. The motion passed unanimously.

Kevin asked for the history of the specific duties of the Curriculum Subcommittee. He expressed concern that reviewing manual sections and PowerPoint presentation slides was outside the boundaries of the committee. He felt that the committee should review curriculum only.

III. Adjourn

Todd adjourned the meeting at 2:20 p.m.

Respectfully submitted,
Kensley B. Gonzales