

CAPS Board Member Meeting
September 10, 2021 1pm-4pm
Teams

Attendees: Shawn McNamara, Lindsey Dixon, Lindsay Kelly, Linette Schweizer, Jennifer Heman, Toni Papik, Stephanie Cisneros, Elizabeth Stewart

Absent: Allison Heemer

Guests: Helly Arellano

1. Approve August minutes
 - a. Jennifer moved to approve; Toni seconded. Motion approved.
2. Treasurer report
3. Fall Conference Scheduling
 - a. Group created an outline of the schedule of events. Elizabeth will finalize the document.
 - b. Virtual Cost:
 - Members- \$45/person (one day) or \$75/person (both days)
 - Non-Members-\$60/person (one day) or \$100/person (both days)
 - c. In-Person Cost:
 - Members-\$60/person (one day) or \$90/person (both days)
 - Non-Members-\$75/person (one day) or \$115/person (both days)
 - d. Jennifer will research to see if there is a government rate for any local hotels.
 - e. Agreed certificates and name tags will not be provided for this training.
 - f. Jennifer will create a save the date and send to Lindsay to send to CAPS members.
 - g. Jennifer will check on the room to determine how the AV capabilities work for the purposes of virtual training
4. CPAT-R
 - a. Lindsey wanted to clarify that our role as CAPS does not need to have PEN's approval for any items. Our role as CAPS Members is supposed to assist in providing the CPAT-R to members and that it is each jurisdictions responsibility to implement, have discussions with stakeholders, etc. Additionally, all board members have equal vote/say on all CAPS decisions.

- b. Shawn clarified if a person wants a CLE credit, the participant is to get that information and upload to the website.
 - c. Lindsey believes there should only be one course with the option of CLE or non-CLE. The cost would be for one CLE.
 - The training just gets the certification, then the Attorney logs this themselves.
 - d. All that is left for the CLE application is a value of which the course is worth. Lindsey will ask Kyle and Victoria what their belief the course is worth and send that cost to Shawn.
 - For an individual taking the class it will be \$25
 - Shawn will clarify if we can have a group rate on the CLE
 - e. There are two options for the course:
 - “CLE Course”- This will be for non-Pretrial Services agencies (i.e., Court, District Attorney, Public Defender). This option allows for participants to obtain a CLE credit, if desired.
 - Regular Course- This course will only be for pretrial professionals.
 - f. Reviewed Thinkific and adjusted settings.
 - g. Next steps:
 - Lindsey will update the CPAT-R training description sheet and send to Shawn for CLE credits.
 - Shawn will update the cost and submit expedited CLE application.
 - Lindsey will update items in *Thinkific* and the sheet for PEN
5. NAPSA Scholarship
- a. Four scholarships will be awarded:
 - Doug Erler-Weld
 - Michael Caro- Weld
 - Jennifer Zender- Boulder
 - Tyler Hille-Mesa
 - b. Will allow one person to attend from the Board for the last scholarship.
 - c. Stephanie Cisneros was proposed to have the final scholarship, Elizabeth motioned to approve, Jennifer seconded.
 - d. Lindsay will announce scholarship winners and work with Allison to have them registered.
6. Next meeting- 10/1/2021 @ 1PM