

CAPS MEETING MINUTES

December 28, 2018

Jefferson County

In Attendance: Steve Chin, Mallory Coleman, Elizabeth Clark (call-in), Yasmin Mauricio, Lindsay Kelly, Kamie Cooley, Sondra Gomez, Kristina Tinajero, Lindsey Dixon

Excused: Allison Heemer

Special Guests: Leslie Holmes (Jefferson County)

1. Welcome new Board Members
 - a. Introduced Lindsey Dixon as President and Kristina Tinajero as newest Member-at-Large
 - b. Lindsay will update the CAPS Website to reflect new members
 - c. Lindsay will update NAPSA with new CAPS President
2. Approve November Minutes
 - a. Group approved unanimously-Lindsay will adjust Pi-Con dates to reflect March 14-15, 2019
3. Treasurer's Report
 - a. \$6699.81 is current balance for both accounts after training expenses and Pi-Con registration
 - i. Allison to reimburse Lindsay for frames for Standards Certificates
 - b. Allison filed the CAPS Annual Report with the Colorado Secretary of State
 - c. Board will review 2018 budget in future meeting and set 2019 full budget
4. CCJJ Update
 - a. All proposals were sent to Legislature except funding for counties and allowing Probation to supervise pretrial defendants in small/rural areas. Pretrial programs across the state were compared and rewrote suggestion to include only "D" Counties to utilize Probation to supervise pretrial defendants rather than Counties with roughly 1,500 cases which was previously proposed.
 - b. Steve emailed Stan Hilkey to appoint CCJJ Liaison
5. Standards
 - a. Lindsay, Kamie, and Sondra presented Mesa County's framed certificate of completion and final on-site review document to Steve Chin for Mesa County. Steve to take to Elizabeth to get her signature.
 - b. Kamie finished updating changes to Standards and will email Lindsay a copy to upload to CAPS Website
 - c. Printing updated Standards will be added to 2019 Budget
 - d. Board members will develop guidelines and expectations for completing Standards Reviews at next Board meeting
 - i. Board members agreed that a six-month timeline is appropriate for completion
 - e. Lindsay will remind current members of standards review and encourage counties to submit their self-review/letter of interest if they would like to participate

6. Memberships
 - a. Lindsay will email membership information to members on January 2nd to renew/sign up for membership
 - b. Memberships will be due January 31st, 2019
 - c. Non-member-\$15
 - d. Agency renewal-\$20
7. By-Laws
 - a. By-Laws will be updated at January 2019 meeting
 - i. Revisions will include adding additional Member-at-Large and clarifying guidelines for members to submit letter of interest for multiple positions
 - b. Lindsay will email word document of current By-Laws to Kamie and Lindsey Dixon for revisions
8. CPAT Validation Update
 - a. Phase III is still on-going. Data will continue to be collected through February 2019 and outcomes will then be tracked for the remainder of the project
9. Pi-Con Scholarships
 - a. Allison, Yasmin and Sondra were selected to attend Pi-Con conference
 - b. Allison needs to change Steve's registration to reflect Sondra. Yasmin and Allison are already registered
10. Next Training
 - a. Date: Friday, April 12, 2019
 - b. Board agreed that a mental health topic would be beneficial for counties. Lindsay will email Laurie Stolen (Larimer County) to see if she would be willing to host a training. Sondra will email Lynn Riemer to see if she would be willing to present on ACTS on Drugs.
 - c. Lindsey Dixon will see if she can do a presentation on GPS Monitoring and Domestic Violence cases
 - d. Possibly host training in Larimer County depending upon Laurie Stolen's response
 - e. Board will host April Executive Board Meeting in the beginning of the Spring training to encourage open forum with current members and attendance to meetings
 - f. Discussed creating an online CPAT Training to be placed on the CAPS Website rather than hosting two CPAT trainings per year
 - i. Board can reach out to PJI or NIC to see if they would be willing to assist with this project
11. Newsletter-Yasmin
 - a. Yasmin will include an article introducing new members, Pi-Con, and standards for Mesa County
 - b. Lindsey Dixon and Kristina Tinajero will be spotlight Board member, will send bio and picture to Yasmin
12. Next Meeting
 - a. January 31, 2018-1-4pm
 - b. Larimer County, Breckenridge Room

13. Misc.

- a. Lindsey Dixon proposed adding a subcommittee to assist with counties implementing new pretrial programs
- b. The proposed subcommittee would develop a packet similar to NAPSA's Pretrial 101 Starter Kit
- c. Lindsay will rearrange CAPS Website to move NAPSA's Pretrial 101 Starter Kit to be easily accessible
- d. Secretary laptop needs to be recycled. Lindsay will bring to January meeting for Yasmin to recycle.