

**TEXAS PROBATION ASSOCIATION  
BOARD OF DIRECTOR'S MEETING  
OMNI BAYFRONT HOTEL  
Corpus Christi Room  
Corpus Christi, Texas  
Monday, August 25, 2008 at 5:00pm  
Approved October 6, 2008**

**Call to Order**

The meeting was called to order by President Roxane Marek at 5:02pm.

**Roll Call**

Present at roll call were President Roxane Marek, Vice-President Aris Johnson, Treasurer Tommy Ellis, Secretary Cathy Schweitzer, Parliamentarian Acie Berry, Angie Castillo (Saenz) Ed Cockrell, Tobin Lefler, John McGuire, Rodney Thompson, and Paul Zuniga.

Julia Ramirez and Caroline Rickaway came in shortly after the meeting started.

Michael Fairley was not in attendance.

**Quorum was present.**

**Approval of June 6, 2008 minutes**

Motion to approve minutes was made by Tobin Lefler and a second was made by John McGuire. There was no further discussion. **Motion Carried.**

**Treasurer's Report**

Treasurer Tommy Ellis provided the Board with a detailed handout regarding the financial status of the Texas Probation Association. As of August 22, 2008, the Association had a net worth of \$62,290.13. There was a question regarding a pie graph chart on Treasurer Ellis' report. It was explained that the negative was actually an overage of \$3,626.93. For the Fort Worth Conference, we came out with a net gain in \$28,187.00. According to Treasurer Ellis, that is one of the top money making conferences that TPA has had and that money goes for our TPA expenses such as the lobbyist. Despite our net worth, from April 2008 to August 2008, we have an overall gain of \$1511.02. Treasurer Ellis commented that registration fees may need to be raised to allow for additional income for the Association. A motion was made to approve this report by Angie Castillo (Saenz) with a second by Tobin Lefler. **Motion Carried.**

**Secretariat Report**

As of August 22, 2008, the TPA membership consists of the following: 544 adult members, 220 juvenile members, 44 associate members, and 4 combined members for a total of 812 members. From May to July 2008, at total of 109

members were dropped. A motion was made to approve this report by Tommy Ellis with a second by Ed Cockrell. **Motion Carried.**

### **Lobbyist Report**

Sally Velasquez expressed her appreciation for allowing her to serve TPA for the next 2 years. She is working with the various legislative committees to identify and address the issues. The Association will be facing challenges for the next legislative session and will need to come together on the issues we identify. She is ready to work with the Association and the legislature. A motion to accept her report was made by Angie Castillo (Saenz) with a second by Tommy Ellis.

**Motion Carried.**

At this time, Steve Enders of the Probation Advisory Committee was introduced to the Board; members were advised by President Roxane Marek that Mr. Enders wanted to address the Board with new business but could not stay for the remainder of the meeting.

According to Mr. Enders, the Probation Advisory Committee is working with various persons to obtain raise salaries for CSO's. A survey was conducted through Angelo State University to review employee retention in the supervision field. Findings included the fact that most CSO's are unsatisfied with their current salaries and that ½ of all CSO's have less than 3 years of seniority. The Probation Advisory Committee is working with the TPA Lobbyist, CJAD, and the Judicial Advisory Committee to work on this issue. It has been requested that CJAD set aside \$40 million dollars for basic supervision. Mr. Enders noted that he would like to get all probation officers involved in a letter writing campaign to their local legislators and ask for TPA to solicit its support for this endeavor. He provided a draft letter to be used as a sample for those interested in doing this. Mr. Enders also asked if TPA could provide a mailing list so that he may contact officers with this information. He also requested that TPA cover the postage for the mailings. A motion was made by Rodney Thompson for the Association to approve Mr. Enders to use the TPA mailing list to send out letters to the adult members asking them to contact their legislators and for TPA to pay the postage for those letters to be sent; a second was made by Tommy Ellis. **Motion Carried**

### **Committee Reports**

President Roxane Marek noted that a motion to accept all committee reports will be made at the end of the reports unless there is specific issues that need a separate vote on important issues.

#### **a. Adult Legislative**

Rodney Thompson, Co- Chair of the Adult Legislative Committee, reported that his committee is working with the Probation Advisory Committee and Judicial Advisory Committee to make things happen during this next legislative session. He thanked Steve Enders for his assistance. Their committee met on Sunday to

discuss their efforts. At that meeting they decided to make this one big effort with one voice with all the groups involved. There was some disagreement in the meeting but the committee decided to go forth with the staff salary increase. Leighton Iles is helping with some of the research needed. They have formulated two plans as to how they will approach the Legislature this next session. They plan to always have 1 committee person at the legislative hearings – the next meeting will be September 11, 2008 at the LBB meeting with CJAD.

**b. Juvenile Legislative**

Mark Williams provided a written report that was given to each member prior to the meeting. At their meeting on Sunday, they had 9 members present and 5 visitors. He presented 5 issues for discussion. The first involved JPO's carrying weapons. The committee voted to wait and see what the bill says before taking a stance. Once they learn this, they will take an email vote. The next issue discussed was supporting a bill concerning Chief JPO's being on the TJPC Board. They are in support of this. Next, they discussed asking TPA to support a bill concerning the TJPC Advisory Board change; they support this as well. They discussed the support of a bill concerning retirement insurance for JPO's who do not have this in their county. They took no stand on this. Finally, they discussed asking the TPA Board to support the sharing of information and confidentiality bill that was proposed in Bexar County; they took no stand on this, but they felt it was a good bill. At this time, TYC and TJPC are under Sunset Review so the committee is waiting to see the outcome of that report. They do support the TJPC budget including more flexibility in the funding.

Once the Sunset Review is completed, they will come up with two other issues. The committee chose not to take a stand on the insurance issue at this time. Mr. Williams asked the Board to acknowledge their support of what the Juvenile Legislative Committee is supporting dealing with the TJPC board, TJPC advisory board and TJPC budget. This motion was made by Ed Cockrell with a second by Tobin Lefler. **Motion Carried.**

**c. Advanced Education Committee**

Greg Bryant provided a written report prior to the meeting. He requested the approval of Renee Bennett of Dallas County CSCD to their committee. Currently, they have 7 members on their committee. The scholarship fund has a balance of \$823.00. They are waiting on verification to hand out the scholarships that were awarded earlier this year. He also encouraged participation in the Putt for Cash and the \$1.00 per month commitment for this fundraiser. President Marek noted that Ms. Bennett will be approved at the next meeting.

**d. Awards and Resolutions**

Belinda Zachary reported that there would be 3 resolutions presented at this conference. President Marek noted that notices will continue to be sent via the list server regarding awards and resolutions for TPA members.

**e. Ethics**

President Marek noted that she has not received a report from Tracy Robinson or Kathleen Williams and that neither of them is at the conference.

**f. Exhibitors**

Ed Cockrell reported that there were 22 exhibitors registered for this conference. There was a mix-up in registrations with One Source Toxicology and they showed up on Sunday. The committee was able to accommodate his needs for a booth. He stated that all the exhibitors appeared happy at this time.

**g. Finance**

Lucy Reyes noted that she met with Treasurer Tommy Ellis on Sunday and reviewed the books. She noted that everything went well.

**h. Long Range Planning**

Julia Ramirez noted that she received no report from Stacy Pickett to present at this meeting. President Marek stated she did discuss the message board issue with Ms. Pickett at a cost of \$19.00. It was discussed that there have been no hits on the website for merchandise sales so the Association may not want to invest more money into this at this time. There were also concerns expressed over having a message board and who may view it and post on it. The Board did not make a motion to set up a message board for the Association. Ms. Pickett asked President Marek to remind everyone to continue sending news for the website.

**i. Membership**

Both Lisa Coward and Iris Lewis were out with medical issues. Vice-President Aris Johnson reported for them. It was noted that after the last Board meeting, the membership committee contacted the non-member attendees from the last conference and encouraged them to join.

At this conference, Vice-President Aris Johnson noted that he had 3 renewals at this conference and that Paul Zuniga brought in another renewal today. A question was raised about the committee having a plan to increase membership for the Association. President Marek stated she has not received a specific report on this issue; however she noted that they are actively working on how to recruit new members. Janie LaQue noted that the committee is working on sending letters out to recruit members.

**j. Nominations**

Paul Zuniga provided a committee report prior to this meeting that was attached to the packet. He asked that Tara Perkins of Tarrant County CSCD and James Foster of Lavaca County CSCD be appointed as co-chairs for this committee. He asked the Board to disregard #2 on his report. Mr. Zuniga reported that he will be requesting nominations for the following positions for the spring 2009 elections: President, Vice-President, At-Large position (currently held by Michael Fairley), At-Large position (currently held by Angie Castillo-Saenz), Adult Discipline

(held by John McGuire), and Juvenile position (held by Paul Zuniga). President Marek noted that committed chairs will be appointed in October. She asked Mr. Zuniga if he would put on the website as well as the list server to solicit nominations for these positions; he stated he would do so. A question was raised if anyone planned to run again. President Marek stated Vice-President Aris Johnson has expressed an interest in running for president. She noted that Michael Fairley is termed out. She asked Angie Castillo (Saenz) but no reply was given. John McGuire has indicated that he will not be running. Paul Zuniga noted that he was not termed out.

**k. Publications**

Marcy Anthony provided a written report that was included in the Board packets. Their committee met on August 8, 2008 in Huntsville to discuss new guidelines for journal articles. The committee decided that Ms. Anthony will send all articles to each member of the committee for review prior to them being included in the journal. Once the members agree on which articles are appropriate for publication, the article will be placed in rotation for publication. A motion was made by Ed Cockrell to approve the guidelines as recommended by the Publications committee; a second was made by Angie Castillo (Saenz). **Motion Carried.**

Mrs. Anthony noted that the January journal will go out in December as she is expecting to deliver her child in January. Paul Zuniga noted that he will have the information related to elections to her in time for this journal.

**l. Regional Conference**

President Marek advised that this item will be skipped as it will be addressed in the by-law review report.

**m. Registration**

Janie LaQue reported that there were 254 pre-registrants for this conference. 14 of those did not show, but there were 6 registrants on-site. For this conference, there were a total of 246 attendees.

**m. Sales**

Cosette Brannon reported that she has obtained new merchandise to sell. At this conference, they have sold over \$1,000. She reiterated that there have been no website sales at this time. She did have a flyer made up for the bags that advised the attendees that the merchandise was available on-line as well. She has asked for the host committee to mention the sales table as well. Ms. Brannon will request that internet sales information be sent over the list server. President Marek will also mention the sales table at the luncheon tomorrow. A request was made to appoint Chris Murphy of Tarrant County CSCD as a co-chair of this committee.

**n. Silent Auction**

Rita Alvarado reported that 3 committee members were there to help log in items on Sunday. They asked for the appointment of Anna Rodriguez of Cameron/Willacy Counties CSCD as a member of their committee.

**p. Site Selection**

Vice-President Aris Johnson reported that contracts have been signed through 2010. April 2010 Annual Conference will be held in Beaumont at the Holiday Inn and August 2010 Legislative Conference will be held in San Antonio. He noted that Austin 2011 Annual Conference will be held in Austin; at this time, the only hotel that has expressed interest in the conference is the Omni Southpark. For 2011, we have interest from South Padre Island, Houston, and Corpus Christi. He asked the Board to consider the Board allowing the ability to look into and negotiate early September dates. The hotels have more room to negotiate with us in early September rather than August, especially with the state rates being low. There was a question posed about how this will affect the October Board meeting. President Marek stated we would have to look at it once dates were determined.

A motion to approve all committee reports was made by Angie Castillo (Saenz) with a second by Tommy Ellis. **Motion Carried**

**PAC Report**

John McGuire reported that the PAC had a balance of \$2889.10 coming into the conference. Through the sale of pins, raffle tickets and donations, they have raised over \$600.00 at this conference. They will continue on donations for this committee. A motion to approve this report was made by Vice-President Aris Johnson with a second by Tobin Lefler. **Motion Carried.**

**Report from APPA Affiliate Liaison**

Caroline Rickaway reported that the branding kit has been forwarded to the membership by APPA. They entitled this issue, "A Force for Positive Change". Everyone is encouraged to use this. The summer conference concluded recently in Las Vegas; the next one is set for February in Myrtle Beach, South Carolina. A motion to accept this report was made by Ed Cockrell with second was made by John McGuire. **Motion Carried.**

**Report on 2008 Legislative Conference**

President Roxane Marek noted that the committee was away at this time working on the social. So far, everything is going well.

**Report on 2009 Annual Conference**

Parliamentarian Acie Berry reported that they are on track and ahead of schedule. The conference will be held in April at the Omni SouthPark in Austin. The agenda is pretty much finalized and will be sent out via list server soon. A motion to accept this report was made by Paul Zuniga with second was made by Tommy Ellis. **Motion Carried.**

### **Ad-hoc Committee on Retirement Issues**

Parliamentarian Acie Berry reported that there have been no changes since the suggestions were made for the by-law review.

### **By-law Review Committee**

Vice-President Aris Johnson reported that the retirement issues were incorporated into the by-law proposed changes. The recommended changes are as follows: create a new membership category and an ad-hoc Board position with no voting privileges for a retired member of TPA; move the Regional Conference Committee to an ad-hoc committee; and review the status of recommended committee members and vote on them at the next meeting following their recommendation. The changes have been published in the journal and will be posted at the conference on the bulletin board tomorrow. They will be voted on at the Business Meeting on Wednesday.

It was brought up about a possible amendment to the by-laws to have both disciplines of TPA represented in the positions of President and Vice-President. President Marek stated that this can be looked at for the October board meeting and that it has helped her tremendously to have a Vice-President whose experience lies in the juvenile field. A motion to approve this report was made by Angie Castillo (Saenz) with a second by Tommy Ellis. **Motion Carried.**

### **Increase in Conference Fees**

The Board discussed the need to raise conference fees in order to compensate for the rising cost of conference expenses. Rodney Thompson reported that the registration fees for other conferences are as follows: Chief's Conference \$175.00, Skills Conference \$150.00; Sentencing Conference \$180.00, Leadership Conference \$265.00, Texas Association of Drug Court Professionals \$160.00, APPA \$300.00+, and TCA is more than our registration fee. Discussion ensued about the need to raise fees due in order to provide quality of speakers in addition to the rising costs of breaks and the luncheon. At this conference, the breaks were \$6500.00 (3 breaks with food and one with beverage only) and lunch runs approximately \$8,000 to \$10,000. A motion was made to Rodney Thompson to raise fees \$25.00 for each category of registration (member early/non-member early, member late/non-member late, and retirees if approved). He amended the motion for this to begin with the April 2009 conference. A second was made by Aris Johnson. **Motion Carried.**

### **Old Business**

There was no old business presented at this meeting.

### **New Business**

See Lobbyist Report for request from Steve Enders for TPA assistance with a letter writing campaign.

### **Board Liaisons for Committee Chairs**

President Roxane Marek still needs Board liaisons for the various TPA committees and asked for volunteers; she will email the Board with the results of this.

Vice-President Aris Johnson mentioned that the Board needs to consider asking a Board member to serve over conference planning to deal with loose ends. It was also brought up for the Board to consider a programming committee. This will be discussed in the October meeting.

**Renewal of CMIT Contract**

President Marek noted that the members have been emailed the Board regarding this contract. A copy was provided in the Board packet.

**Appointment of 2009 Legislative Conference Co-Chairs**

President Roxane Marek noted that Paul Becker, Director of Harris County CSCD, and Julia Ramirez of Harris County JPD have graciously accepted the appointment of co-chairs for this conference.

**Discussion related to Board Meeting**

All Board members were emailed prior to the conference to determine the next Board meeting date. The consensus was for the meeting to coincide with the Chief's Conference. President Roxane Marek announced that the next TPA Board of Director's meeting will be held on the Monday evening of the Chief's Conference at the Omni San Antonio Hotel. Notices will go out to verify the date and time.

**Adjournment**

President Roxane Marek asked for a motion to adjourn this meeting at 6:15pm. The motion was made by Angie Castillo (Saenz) with a second by Tommy Ellis. The meeting was adjourned. **Meeting Adjourned**

Respectfully Submitted,

Approved By,

Cathy Schweitzer  
Secretary

Roxane Marek  
President