

PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION  
**PROBATION ADVISORY BOARD**

Governmental Center, 10<sup>th</sup> Floor  
301 N. Olive Avenue  
West Palm Beach, FL 33401

September 9, 2009, 12:00 p.m.

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**MINUTES DRAFT**

Members Present

Sandra Bosso-Pardo	Chairman, County Criminal Court Administrative Judge
Kay Oglesby	Public Defender's Office
John Rivera	Public Defender's Office
Louis Tomeo	Office of Clerk & Comptroller

Members Absent

Rosalyn Baker	Florida Department of Corrections
Virginia Cataldo	US Probation
Steven Cohen	Criminal Defense Lawyer
Elizabeth Parker	State Attorney's Office

Guests Present

Maureen Brickous	Pride Integrated Services, Inc.
Danielle Croke	State Attorney's Office (for Elizabeth Parker)
Steve Kay	State Attorney's Office
Wanda Joiner	Pride Integrated Services, Inc.
Yasmin Rivera	Florida Department of Corrections (for Rosalyn Baker)

CJC Staff Present

Damir Kukec	Research and Planning Manager
Shahzia Hashmi	Temporary Professional
Katherine Hatos	Criminal Justice Analyst
Michael Rodriguez	Executive Director
Candee Villapando	Criminal Justice Analyst

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- I. **Welcome/Opening Comments.** Chair Bosso-Pardo called the meeting to order at 12:05 pm.
- II. **Roll Call and Introduction of Guests.** Chair Bosso-Pardo conducted the roll call and a quorum was present.
- III. **Approval and/or Amendments to the August 5, 2009 minutes.** The draft minutes for the August 5, 2009 meeting were approved without amendments.
- IV. **Approval and/or Amendments to the Agenda.** The agenda was approved with no amendments.

**V. New Business**

Review and Approval of 2007/08 Pride Monitoring Report

Candee Villapando, Criminal Justice Analyst, presented highlights of the results of the annual monitoring review of misdemeanor probation services in Palm Beach County as provided by Pride Integrated Services, Inc., for fiscal year 2007-08. Ms. Villapando reported that the review examined 5,487 supervised cases terminated between October 1, 2007 and September 30, 2008. Seventy percent (70%) of these cases were on probation, while the remaining thirty percent (30%) were under pre-trial intervention supervision. The study analyzed electronic data for all the 5,487 cases, reviewed 544 physical case files, and Client Notes. Ms. Villapando noted that the review was guided primarily by the requirements provided in the Service Contract and Scope of Work. Specifically, the study looked at Pride's service coverage, client characteristics, intake procedures, client supervision, staffing, and administration. The review concluded that Pride was in general compliance with the Service Contract and Scope of Work provisions. The report was approved by the board, and will be presented by Ms. Villapando to the Criminal Justice Commission for approval and endorsement to the Board of County Commissioners.

**VI. Old Business**

Alternatives to Cost of Supervision Increase

Maureen Brickous proposed that in lieu of the vote at the last meeting to not recommend the cost of supervision increase, she wanted to look at other ways in which Pride can get assistance concerning their budget. She noted that she was not ready to present a full report to the board at the time but just wanted to advise the board that she got together with their CFO and board and looked at what adjustments they needed to make. She remarked that the report that she presented to board at the last meeting indicated about a \$26,200 loss that they are anticipating for the year without a cost of supervision increase. She pointed out that their scope of work lays out some mandates in terms of staffing, insurance, and office locations, that they have some unfunded mandates. She said that they collected \$38,600 less in the first three quarters of 2009 compared to 2008. She added that they have reduced their payroll by a little over \$20,000. She said that with the necessity of having the correct number of bodies to cover their case loads, they really need to look where they are going to need to cut back. Ms. Brickous said that she can provide more detailed report at the next meeting. Chair Bosso-Pardo suggested to Ms. Brickous that they can bring back the issue at another meeting, but to make sure all interested parties are available to readdress the issue. Mike Rodriguez agreed that it might be a good idea to bring back the issue one more time.

Chair Bosso-Pardo asked for a motion to readdress the issue at the next meeting. But Mr. John Rivera first asked if the county had been approached regarding available county space as an office space for Pride in Delray. He reminded the board that this is possible cost-saving measure for Pride. Mr. Rodriguez volunteered to personally talk to the Chief Judge, but added that, unfortunately, it is Audrey Wolf who has the ultimate control. Chair Bosso-Pardo then clarified that the board was basically going to defer readdressing the recommendation not to approve Pride's request cost of supervision increase until they revisit the issue, and that they are not going to revisit it until they get a final answer on Delray. Mr. Rivera made a motion to this effect, and Mr. Louis Tomeo seconded the motion.

## **VII. Updates**

### National Instituted of Corrections on-site technical assistance to Pride on the utilization of risk/needs assessments and subsequent referrals

Maureen Brickous reported on the on-site visit in August by a representative from the National Institute of Corrections (NIC) who provided them technical assistance on risk/needs assessments and referrals. Ms. Brickous explained that Pride wants to move towards becoming an evidence-based agency where they would be utilizing tools and procedures that are researched and approved, and that demonstrated some effectiveness with misdemeanor probation services. The visit included meetings with members of the Criminal Justice Commission of Sarasota County, Pride staff from Sarasota, and Palm Beach County CJC staff. The NIC representative evaluated Pride's risk and needs assessments procedures and client supervision, and discussed how Pride can use risk and needs assessments tools in supervising their clients.

Ms. Brickous explained that this undertaking would need a buy-in from the judiciary and a two-year study that would involve meeting with various segments of the criminal justice system, discussing about the procedures. Ms. Brickous said that she would like to review the report first with CJC staff, and then share the report and the recommendations with the PAB, and possibly develop a strategy or generate further discussion from there. Chair Bosso-Pardo asked Ms. Brickous to bring the report at the next meeting.

After the discussion, Wanda Joiner requested to bring up an unrelated issue which Chair Bosso-Pardo granted. Ms. Joiner informed the board that Pride now has a provider of vehicle immobilization services. She reported on how much the fees are, which are as follow: \$100 for 10 days, \$200 for 30 days, and \$300 for 90 days of immobilization. She added that Madie Berry, Pride's Director of Probation has been scheduling meetings with the judges to review the process.

## **VIII. Additional Member and Guest Comments**

Chair Bosso-Pardo passed on the information from Rosalyn Baker about the passing of Theresa Corner who had served as a PAB member for several years. Yasmin Rivera added that Ms. Corner worked for their department (Florida Department of Corrections) for 30 years. She passed away two weeks ago (on the 21<sup>st</sup> of August).

## **IX. Adjournment**

The meeting was adjourned at 1:00 pm. The next meeting date to be determined.