Agenda

PRIVATE PROBATION PROVIDERS

LICENSING BOARD

June 16, 2016 - 10:00 a.m.
Room 475 Fourth Floor
Heber M. Wells Building
160 E. 300 S. Salt Lake City, Utah
This agenda is subject to change up to 24 hours prior to the meeting.

ADMINISTRATIVE BUSINESS:

1. Sign Per Diem
2. Nominations for Chair
3. William A. Morris, Oath of Office
4. Board Training, Mark Steinagel
5. Approval of the June 18, 2015 Board Meeting Minutes

DISCUSSION ITEMS

Hearing Schedule October 4, 2016

APPOINTMENTS

11:00 Erik Christensen, Application Review

NEXT SCHEDULED MEETING:

October 4, 2016

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675

MINUTES

UTAH
PRIVATE PROBATION PROVIDER LICENSING BOARD
MEETING

June 18, 2015

Room 464 – 4th Floor – 10:00 a.m.
Heber Wells Building
Salt Lake City, UT 84111

CONVENED: 10:00 a.m.	**ADJOURNED:** 11:04 a.m.
Bureau Manager:	Jana Johansen
Board Secretary:	Yvonne King
Board Members Present:	Larry Chatterton, Chairperson Wendell Roberts Ruth Potkins
Board Members Absent	Perry Rose Blake Woodring
Division Staff Present	Ray Walker, Reg/Comp Officer
GUESTS:	Corey Biesinger, Care Probation Sharrie Dursca, Alliance Probation

ADMINISTRATIVE BUSINESS:

Introduction of Jana Johansen	Mr. Walker introduced Ms. Johansen as the new Bureau Manager.
Approval of the June 24, 2014 Board Meeting Minutes	Ms. Potkins seconded by Mr. Roberts made a motion to approve the June 24, 2014 Board Meeting Minutes as written. The motion carried unanimously.
Chair Nominations	Mr. Roberts seconded by Ms. Potkins made a motion to nominate Mr. Chatterton to remain as chair. The motion carried unanimously.

TOPICS FOR DISCUSSION	**DECISIONS AND RECOMMENDATIONS**

Suggestions for Rule Change for Training provided by a Private Organization	Ms. Potkins seconded by Mr. Roberts made a motion to make changes to the rule language in 156-50-303(4), allowing at least 1/2 of the required CPE credits to be provided by a private organization. The motion carried unanimously.
Minor Offense Wording for Proposed Rule Change R156-50-102 (4)	Minor offense wording in R156-50-102 (4), defining (minor offenses) will be tabled to see what legislation decides in the next year. The Board would also like this to be an agenda item for the next meeting scheduled December 17, 2015.
Private Probation Provider Badge Discussion	Mr. Biesinger stated that when he conducts home visits as a private probation provider, he would like to wear a badge so that his clients will know who he is. Mr. Biesinger also stated that if law enforcement got involved, there would be no disputes of who he was. The Board stated that a license carried in the wallet should be sufficient. The Board also questioned whether they even had the authority to allow for a badge. Ms. Johansen reviewed with the Board what the guidelines for badges were with the security profession. In conclusion, the Board indicated that they do not want to pursue this or put anything in writing. The Board suggested Mr. Biesinger go through his legislator if he wanted to pursue this further.
Treatment Facilities providing Private Probation Services:	Ms. Dursca stated that there appeared to be a conflict of interest between treatment facilities and private probation services providing both services to the same individual. The Board indicated that the rule appeared to be vague on that issue and suggested putting more clarity in the rule at a later time. The Board also suggested Ms. Dursca contact investigations if she believed there were violations.
Next Scheduled Meeting:	December 17, 2015

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

6/16/16 (ss)

Date Approved Chairperson, Private Probation Provider Licensing Board

6/16/16 (ss)

Date Approved Bureau Manager, Division of Occupational & Professional Licensing

DOPL Board Survey 2015

Bureau 6 Responses

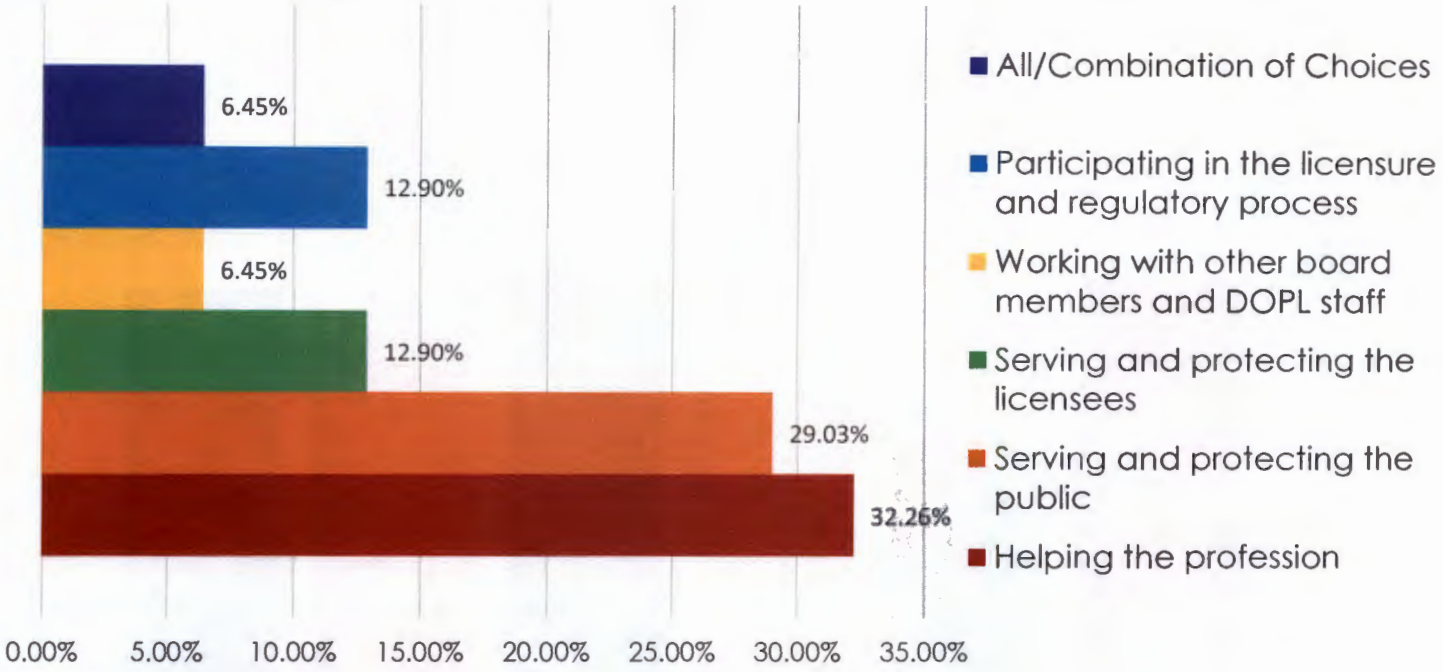
31

Total Responses

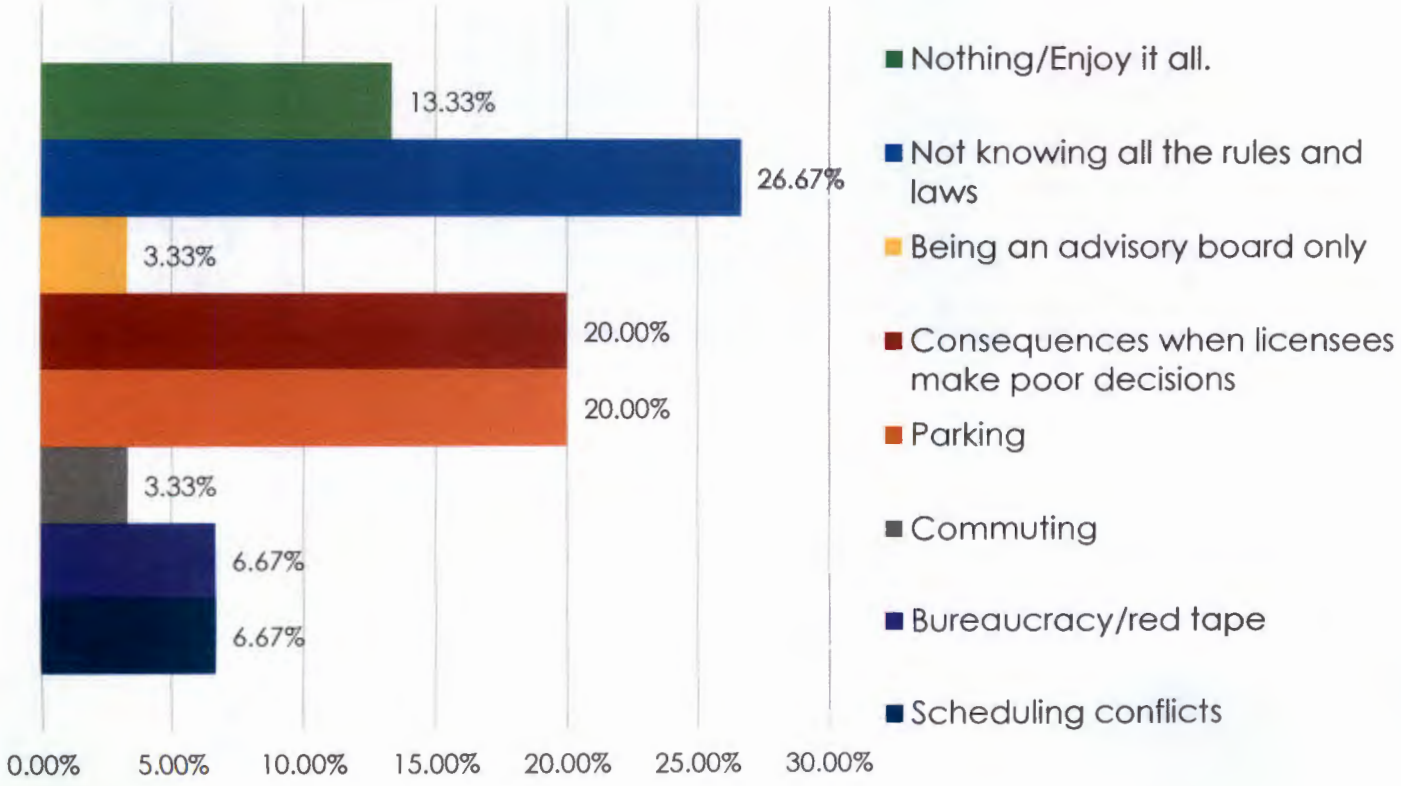
Bureau 6 Professions *(Current Licensees)*:

- Athlete Agents (56)
- Burglar Alarm (11,636)
- Court Reporter (130)
- CS Precursor (9)
- Deception Detection (22)
- Hunting Guides/Outfitters (471)
- Private Probation Provider (108)
- Radiology (3,087)
- Respiratory Care (1543)
- Security Companies & Guards (6,159)
- Speech/Audiology (1,162)
- Veterinarian (811)

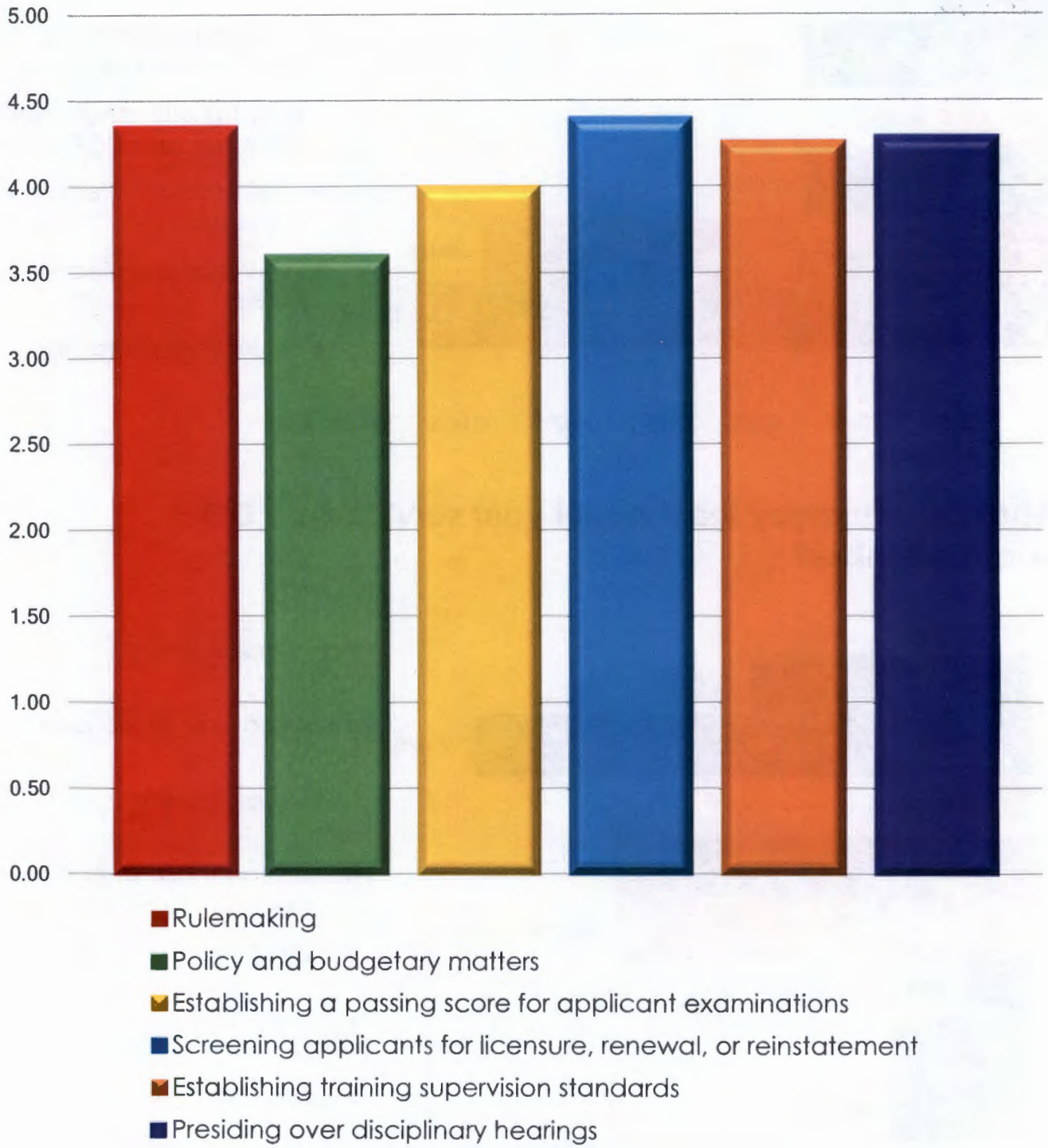
What do you enjoy most about your service as a DOPL board member?



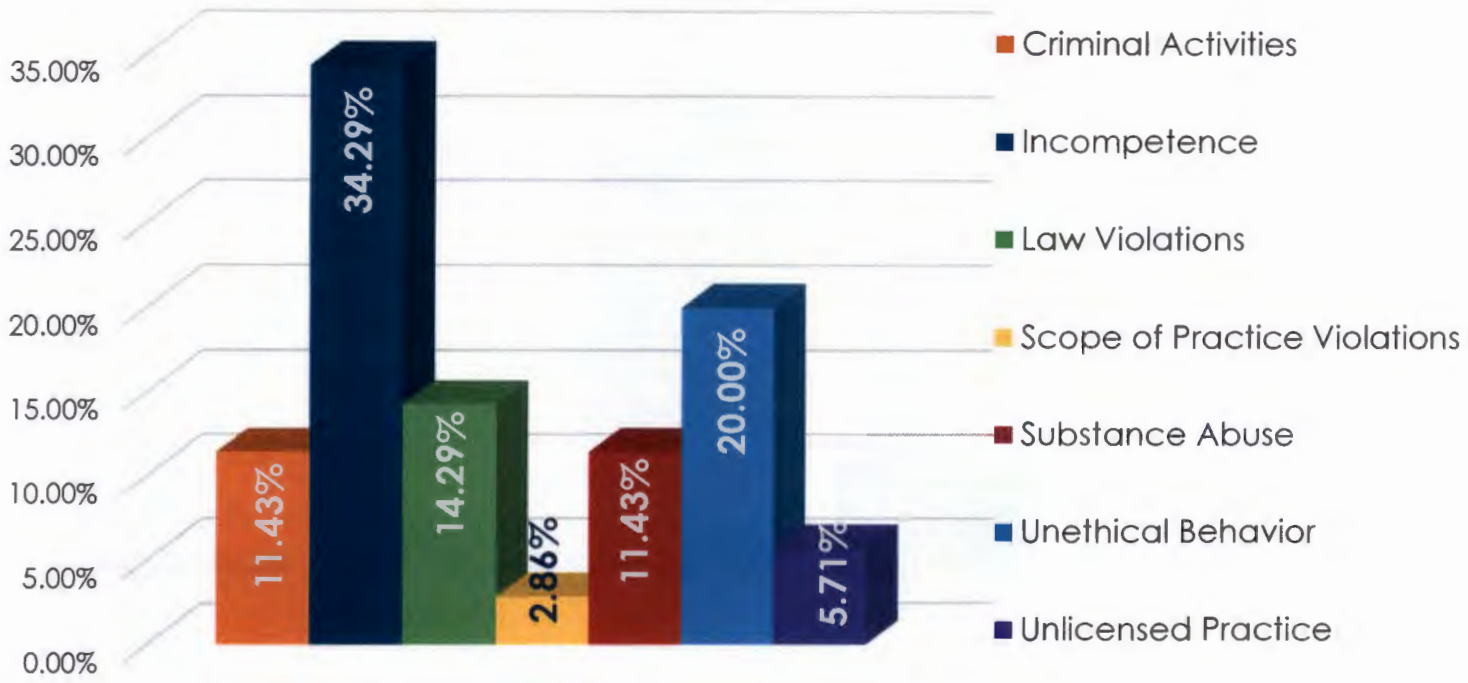
What do you enjoy least about your service as a DOPL board member?



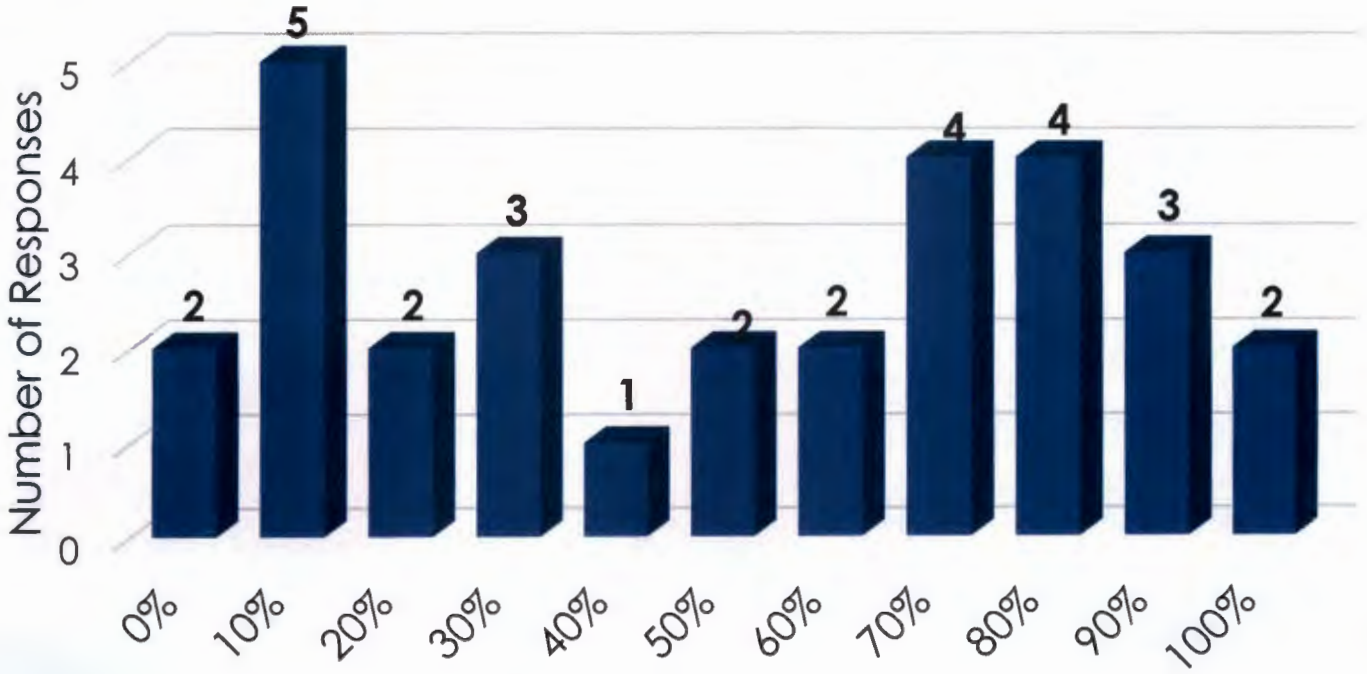
Please rate the importance of the following board duties.
(1 being least important, 5 being most important)



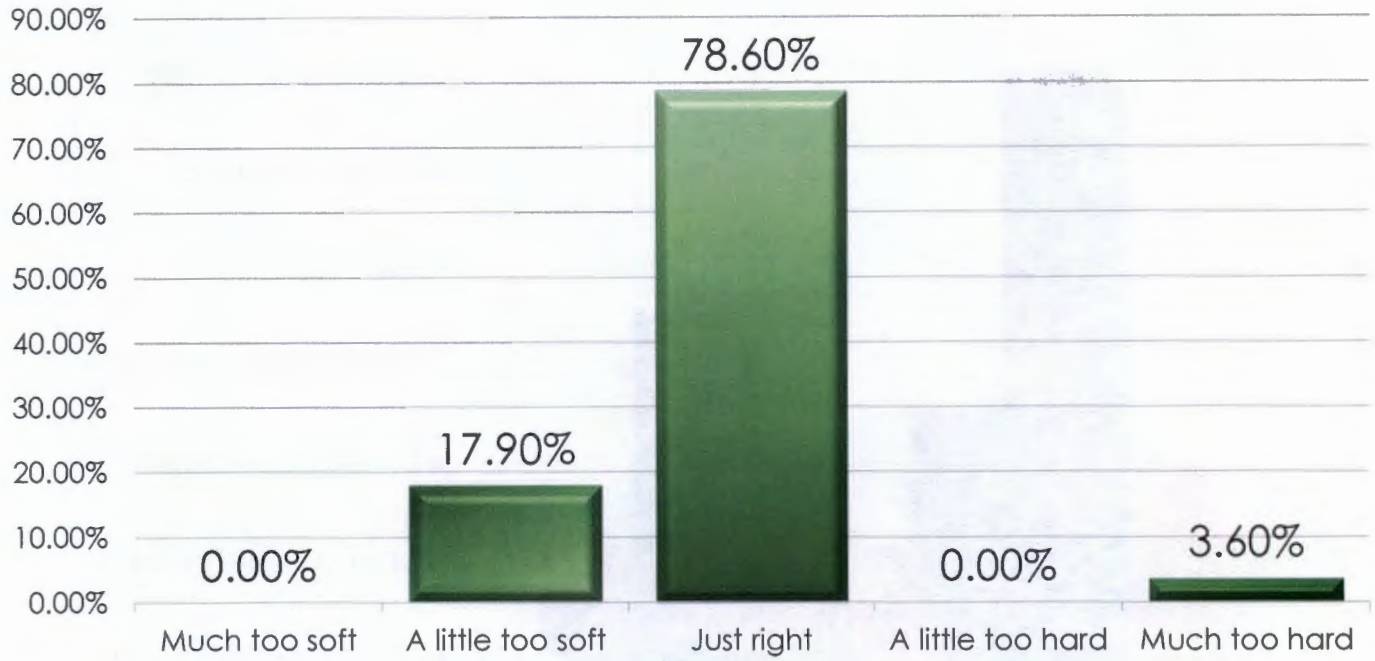
What behaviors by individuals in your profession are most harmful to the public?



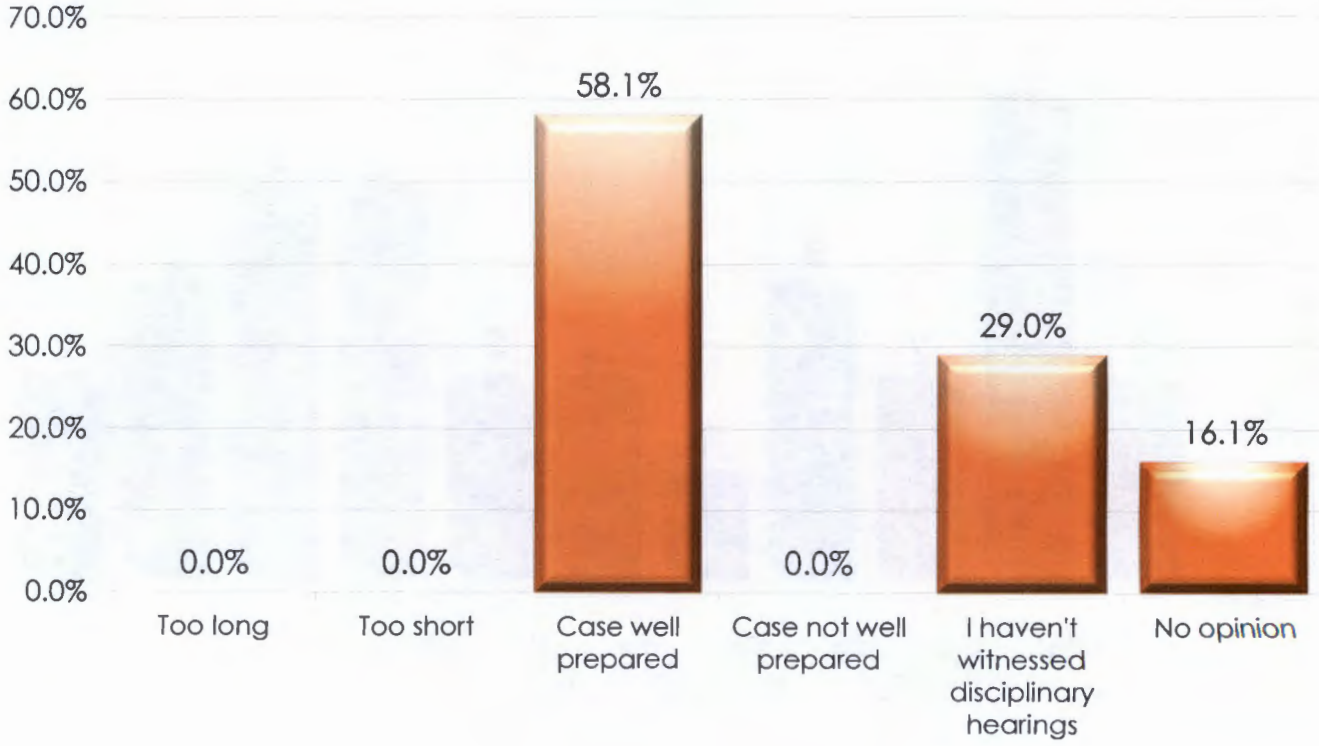
What percentage of your board's time is focused on the behaviors that are most harmful to the public?



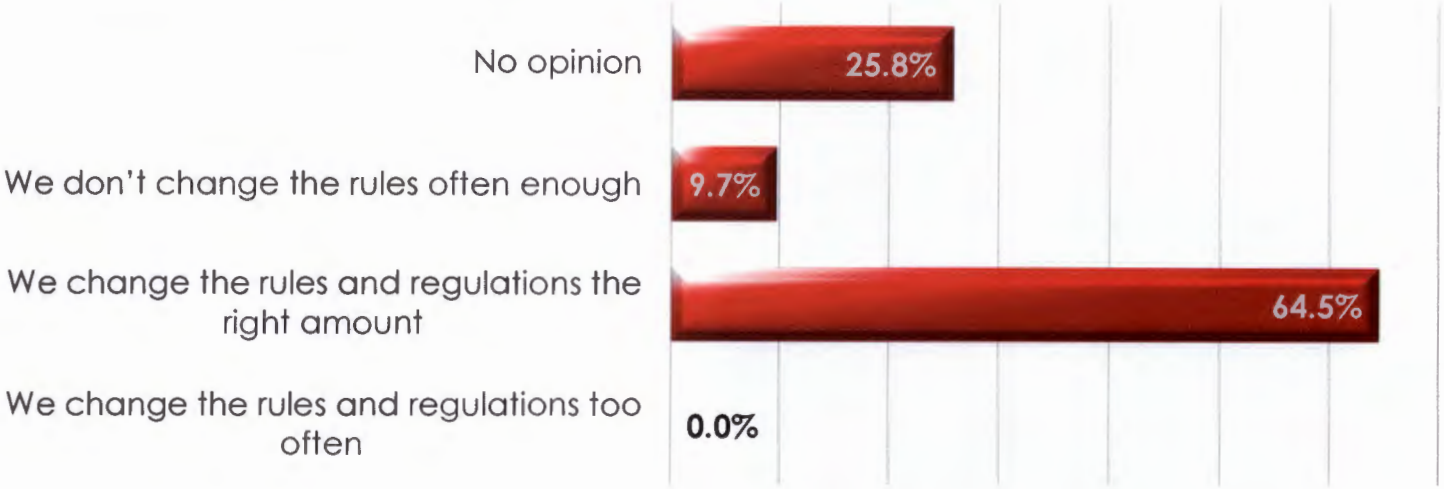
What is your opinion of Board/DOPL discipline for law violators?



What is your opinion of the board disciplinary hearings you have witnessed?



What is your opinion of the frequency of changes to rules and regulations?

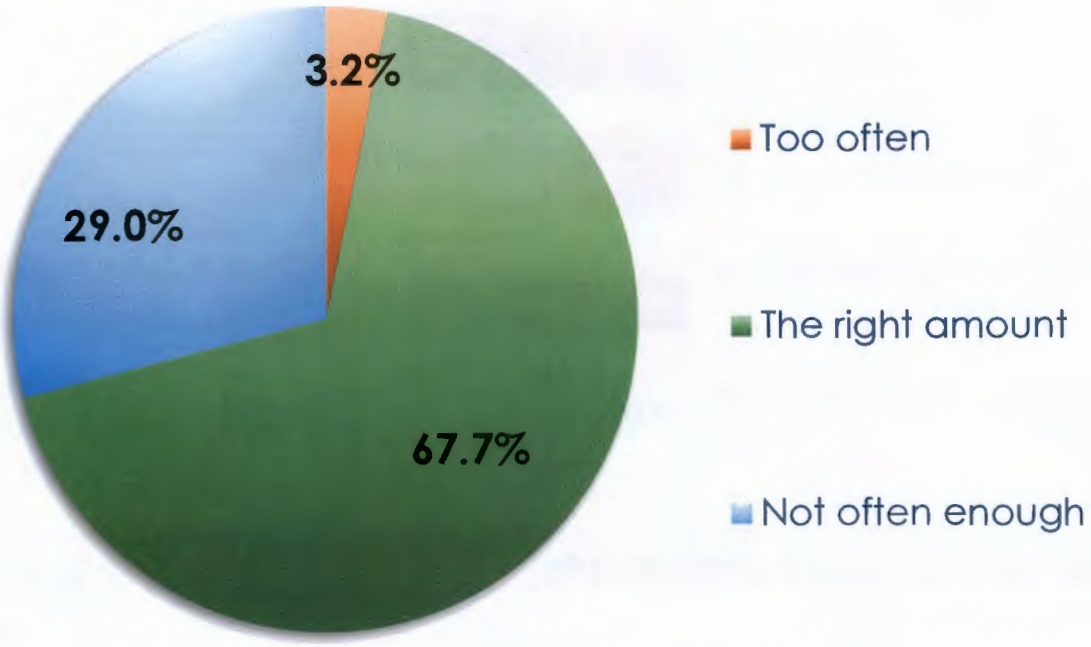


Please rate the following statements

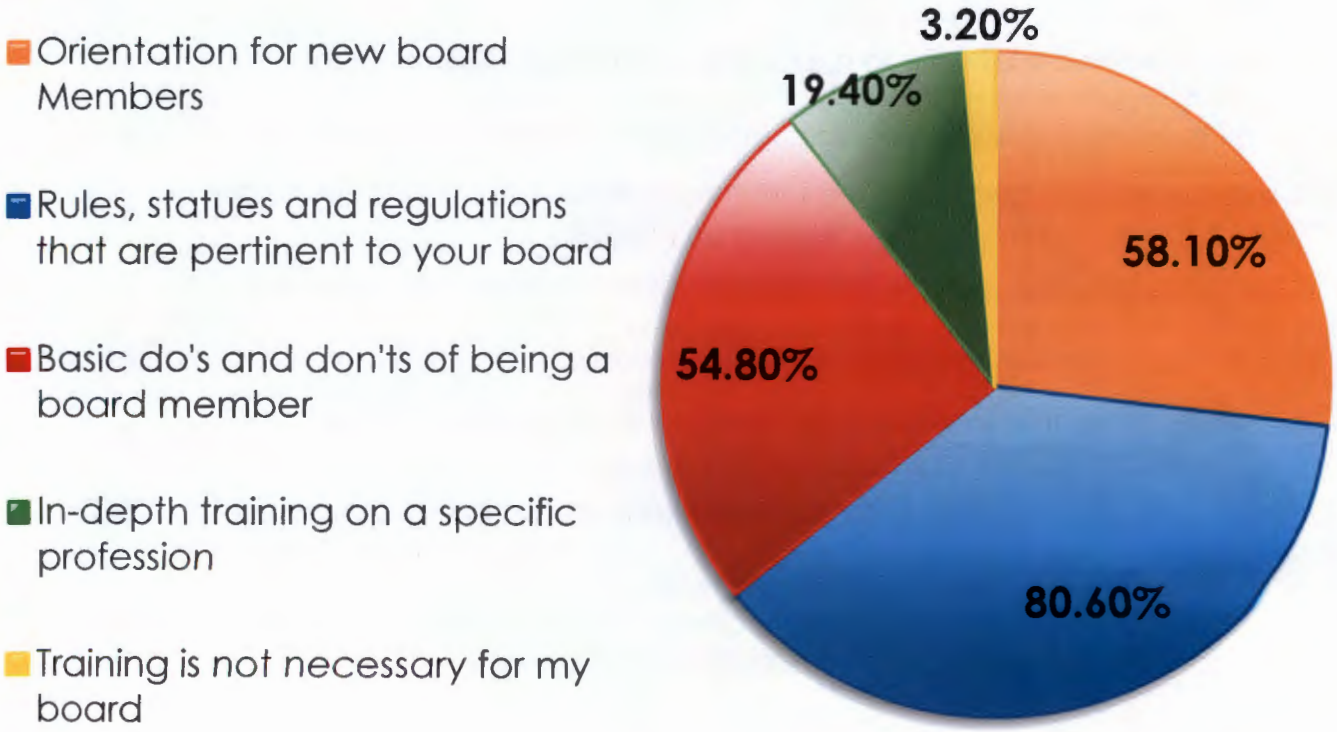
(1 being "Never", 5 being "Always")

	Rating Average
DOPL staff help board members to understand their duties	4.47
DOPL staff come prepared for discussion items	4.59
DOPL staff are prepared for probationary interviews	4.63
DOPL staff allow the board chair to run the meeting	4.77
DOPL staff allow the board chair to approve and decide on agenda items	4.80
DOPL staff provide an update on enforcement actions for the board's review	4.13
DOPL staff consult with board members on industry issues that concern the board and work with the board to address the issues, if possible	4.20
DOPL staff and attorneys prepare well for hearings and present their cases well	4.53
DOPL staff become too involved in the board's discussions	1.97
DOPL staff inform board members in a timely manner of any date or time changes to scheduled meetings	4.60
DOPL staff conduct themselves in a professional manner during board meetings	4.83
Board meetings are a good use of time and effort	4.43
DOPL supports the actions and recommendations of the board	4.47

Complete the following sentence: "In my opinion, my board meets..."



If DOPL were to train your board, which subjects would increase your board's effectiveness?



Division-Wide Free Response Summary

The free responses from the 2015 DOPL Board Survey revealed five main themes: (1) board training, (2) information provided to boards prior to meetings, (3) meeting scheduling, (4) parking, and (5) increasing board involvement.

- Board training:

  The comments indicated that new board members and seasoned board members need training. Popular training topics included statutes, rules, purpose of boards and DOPL, board responsibilities and authority, and hearings. It was suggested that trainings could occur in training meetings, at the beginning of each board meeting, or using online training modules.

- Information provided prior to meetings:

  The survey results revealed that many board members feel unprepared for board meetings. Board members would like to know what will be discussed and receive relevant readings prior to board meetings. Suggestions for information that should be shared prior to board meetings included relevant statutes and rules, third-party research, potential statute or rule changes, and a summary of disciplinary actions, complaints, or investigations since the past meeting.

- Meeting schedule:

  Many survey respondents indicated that we are not providing sufficient notice of meeting dates. It was also suggested that we are not offering enough flexibility to board members in choosing meeting dates and times. One suggested way to improve scheduling conflicts is to regularly provide the option of teleconferencing.

- Parking

  There appears to be confusion about where board members should park and whether board members are being reimbursed for parking costs. Board members would like to use the north parking lot because of its convenient location. They also do not want to pay for parking.

- Increasing board Involvement

  Many board members feel their role is limited due to insufficient information, such as a lack of information about disciplinary actions or hearings. Some board members suggested that DOPL decision makers are underutilizing the board's expertise.