

Minutes of the NMADCP Board of Directors Meeting on April 13, 2009

Present: Judge Jaramillo, Judge Clingman, Judge Baca, Judge Schultz, Carlos Gonzales, Connie Warren, Virginia Acosta and Cynthia Ferrari

Absent: No one

Excused Absence: David Borunda, Ginger Sloan

The meeting began at approximately 9:07 a.m. with President Jaramillo announcing that two members were excused from today's meeting. She called for a review of the minutes and asked if there was any discussion or changes. Judge Schultz related that she has been absent due to medical reasons and that should be reflected for the record.

Motion & Vote: Judge Schultz then made a motion to accept the minutes with Judge Clingman seconding the motion. The vote was taken and passed unanimously.

Discussion then turned to the NMADCP web page with Peter relating he and Angela have been working with JID on the problem solving website and giving a demonstration today at the coordinators meeting. It is in "mock up mode" right now. JID was given direction from the JIFFY Committee for Supreme Court logo to be on the page/website as this is the set format established by JIFFY. There was a question as to when a user gets to the NMADCP page, should it be abbreviated or not. It is now semi-spelled out and Peter asks if there are any ideas on this. Cynthia, Judge Clingman and Carlos mention it should be NMADCP. Cynthia suggests a combined DCAC and NMADCP page and Peter and Angela explained why it can't work that way. Judge Schultz mentions she'd like consistency in layout, that people who know NMADCP it is not problem with abbreviation but for people who are not familiar with it, it should be spelled out. Cynthia mentions that we use acronyms more than titles. Peter relates that we have documents and can populate the tabs. The general layout, at this time, is generic format as per JID's request and that JID is hosting the web site. Judge Schultz relates it's beautiful and thanks Peter as does Judge Clingman. The question then becomes should we spell out NMADCP on the site and discussion followed.

Motion & Vote: Judge Clingman moved that we write out NMADCP as best we can for our association name. This was seconded by Judge Schultz. Vote was unanimous and the motion passed.

Peter then gave an update on National Drug Court Day, saying he would have more information after this meeting. President Jaramillo mentions that the Metro court has an organized event, with all the area drug courts going in together for a graduation, that they have sent out 125 invitations and the event will be in front of the scales of justice (outside) at Metro Court. The time will be between 2 and 3:30 pm. President Jaramillo relates that if your court has something planned, email her and she will tell Janet Blair and that Janet will help us with publicity. We should also send a cc email to Peter on our activities. Virginia relates that the Chief Justice has been invited to the Adult Drug Court at the Third. Judge Clingman relates that the Family drug court in Lea County will be doing a luncheon and have 3 graduates on the 15th. He mentions that the Juvenile Drug Court in Roswell will graduate its first two (2)

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participants on April 28th. There is a web cast on Friday at 7:30 a.m. MST and Peter has information on that too. Judge Clingman related that his local paper is a big support of the program.

Judge Clingman then begins discussion of the By Laws subcommittee. He relates that the revisions he has made does provide for inactive members (for missing 3 meetings), the President of the Board is to give a courtesy call to see if interest remains or they can be removed. They can attend by phone with prior notice to the President. Judge Schultz asked if there were original by-laws and Judge Clingman says yes. He relates that we are a 501c3 in New Mexico but not with the IRS.

Judge Baca asks how the fees will work. Judge Clingman mentions that the numbers were in the prior by-laws. Peter explains that fees were built in to the conference registration form. President Jaramillo mentions to put in (\$25.00) in after Dollars.

Article 3, Section 7 – termination and suspension of board members were then discussed. Judge Clingman pointed out #6, second paragraph where it states election at least 120 days before date of the election. Peter mentions the election has always been at the conference but now with no conference scheduled we need to figure out when to have elections. Judge Clingman relates it's easy to say during the month of October or after a regular meeting. President Jaramillo asks how would we take nominations and get votes if we're not in one room to do it. Judge Clingman relates we have an email list of members and he recalled he was asked by Erma if he would like to be nominated to the board.

President Jaramillo stated that we are doing regional training around October, if we put out a request for nominations or have the nominating committee do that, we could have voting at regional trainings. Cynthia asks then do we do an email for non-attendees. President relates that email gets best results. Angela related that if we used a system (like survey monkey), we could only submit our vote once. President mentions that whoever's in charge of doing that has to do all the notifications, survey and count votes (and notes she's turning green!). Cynthia mentions that at the conference, it could be team members or wonders if it is limited. Judge Schultz suggests we use everyone at last year's convention and Peter then asks who is entitled or can vote. Peter cites Article 2, Section f. President Jaramillo states that we would just set a term and we don't know how to collect fees yet. Judge Clingman cites in Article 3, Section 6 that we can add members can vote for directors at the annual conference or regional meeting. Cynthia suggests we vote when we have the conference and Judge Schultz agrees. Judge Clingman relates that members are entitled to vote for Board of Directors at statewide conference every second year. Judge Schultz mentions that membership is good for two years. President then mentions that the nominating committee would meet for bi-annual meeting (at the last coordinator meeting before the conference and seek nominations; develop plan to encourage people and then vote on conference day). Judge Clingman says we can shorten the 120 days to 30-60 days. Cynthia then states that if someone's term would expire, it could be filled like any other vacancy. Judge Clingman then reads Section 7 – vacancies. He relates that the person who quits or is inactive, it would allow the Board to pick someone for the remainder of the term. President Jaramillo notes that Erma's position on the board would be for 1 ½ years, which is what is left on her term. Peter then relates that when there is a

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vacancy you would want a 11 member board and asks if the quorum number would or would not change. He asks if that needs to be in the by-laws. Judge Clingman relates that the by-laws note that 51% is quorum so for 10 people you need 6 for a quorum. Judge Baca asks if a term runs out before the meeting, could we replace that person. President answers that we could vote you back in. Judge Clingman related the way this was envisioned was for voting at annual meetings. Since we have staggered terms with the directions, it's a good question. Peter asks if we can re-appoint. Discussion followed and Judge Clingman remarked to add on Section 7, last sentence "or until next annual meeting whichever comes first". As a side note, it was mentioned that the terms for Judge Baca, Judge Schultz, Connie Warren, David Borunda and Ginger Sloan would expire in November 2009.

Judge Schultz asks if anyone is advocating for membership in the Association as a court covered expense. Judge Clingman replied that his district looks at it as if it's necessary and then they will pay for it. He relates that this is on his dime because of budget cuts but he's sure others are different and it depends on the judicial entity.

Judge Clingman then mentions Article 3, Section 12, meeting date. Peter remarks that there is no real annual meeting. Judge Clingman then discusses Article 2, Section 7, B, which mentions about the members' annual meeting. President Jaramillo notes that it will be two years and that we meet every month as a board of directors. Judge Schultz related that we should designate October as the annual meeting and every October can be our meeting. President states that the meeting in October is our official annual meeting. The question then for Article 2, Section 7 was do we adjust it to bi-annual and have the directors meeting then as an annual meeting. Discussion followed about meeting dates and Judge Schultz mentioned that some of the language are requirements and she is unsure how we can "tweedle" them. She suggests we say there will be an annual meeting on a fixed date and it is defined at various sites but is a meeting. Judge Clingman said he would review it and see. Peter mentioned that we've been working on it since 2003 and maybe no one will challenge us. Judge Schultz relates that when the feds look at us for non-profit status, it could be an issue. President Jaramillo mentions that there must be one meeting open to membership but how it's defined is something we need to work on. She relates that if everyone was given the opportunity to do the survey monkey, it's their opportunity to speak, and that is the discretion of the board to include survey monkey input. Judge Schultz related she liked that idea and thanks Judge Clingman for his work. Judge Clingman stated he will do another draft and report back by the next board of directors meeting.

Board Vacancy then discussed with the President mentioning that Erma had retired and asks for board input. She asks does it require us to fill it and what process do we take. Judge Clingman replies that it is not required to fill it today. Judge Baca relates we can ask people and come back with names. The President asks for nominations to the board to be put on the agenda for next month.

Peter presents Treasurer's report on behalf of Ginger. The balance for our account now is \$11,332.14. The Association paid for Carolyn Hardin's airfare and room for the retreat and a late bill for Corrections for plaques. Peter updates Judge Schultz on amounts taken in from last conference.

Updates from Committees then begins.

Training –President Jaramillo presents that Angela talked to Carolyn and Mr. Blackwood. Some topics of interest will be developed after she takes a survey from the coordinators for 2-3 topics for training. She will update at the next meeting as to training topics.

Peter relates that the Association is going through a transition and the roles of Peter and Angela also will change with this transition. He mentions that the AOC is doing some training too, such as surveillance officer training, database training and are willing to partner with the NMADCP. He relates that we don't want to duplicate with the NMADCP as we figure out the new structure and asks how we should partner. Angela states that NDCI does specific training and then they have the national association and conference. President Jaramillo mentions that we can't get national speakers at regional trainings and that it is a good year to use our regional trainings and partnership with AOC is necessary. Peter suggests President Jaramillo seek specific training topics for regional meetings. He states he is working on Corrections' training academy providing surveillance officer training. Judge Clingman mentions that he is concerned that we are one group and there's no coordination. The theory was for regional trainings to address local areas of concern and that communication should be ongoing daily for effective team work. Peter relates he still needs to plan training and this is useful as the NMADCP can't hold trainings just yet. Judge Clingman mentions again the need for more communication. Peter states that the training committee should meet with the AOC (being Peter and Angela) to discuss dovetailing efforts. Judge Schultz comments that for training, 1) for our district down south we should look at best practices on juveniles, and the violence along the southern border. She mentions she was removed from her 3 drug court sessions but has volunteered to do a portion of the adult drug court program. Her second comment is that we need to take something on the road and she suggests talking to Ms Cardon regarding her one day seminar for the past retreat for Juvenile Drug Court and talk to her as a resource. She says that, thirdly, she is doing a presentation at NADCP. President Jaramillo states that she will work with Peter and Angela and will report back to the Board at the next meeting of any developments. She again mentions to tell Janet Blair if we have anything going on regarding May 15th so it can get included in a press release. Cynthia updated us on resources, mentioning that Fern Goodman gave an opinion on releases and that no releases were needed to post our forms. Some information Angela has and Carmen has other forms, some are duplicates. She's waiting on JID for the next step on the NMADCP webpage.

Virginia mentioned that she had no further information or updates for the Funding Committee.

There was no report from the membership committee.

Carlos mentioned he had nothing to report and was waiting for a date for the committee meeting.

President Jaramillo then stated we will all take the message out that we are seeking new board members and we can bring those names to the board and vote at the next meeting. Cynthia mentioned the membership fee and if it could be categorized as training. Peter mentions that Ginger was to address what we get for the fee so we do need her to report an update to the Board. He stated that we need to wait for after the by-laws to be complete and then the funding committee will need to get 501c3 issues. President Jaramillo stated she will present 501c3 information to the Board members at the next meeting.

There were no other topics. The next board meeting will be telephonic at noon on May 11, 2009.

Motion & Vote: Judge Clingman motioned to adjourn, which was seconded by Judge Baca. Vote was unanimous and the meeting ended at approximately 11:05 a.m.

Respectfully Submitted,

Virginia Acosta, Secretary, NMADCP