

**TENNESSEE
PRIVATE PROBATION SERVICES COUNCIL
MINUTES**

DATE: December 2, 2011

PLACE: 2nd Floor Conference Room- Andrew Johnson Tower
710 James Robertson Parkway
Nashville, Tennessee

PRESENT: Board Members –
Judge Chris Craft, Chairman
Judge J. Klyne Lauderback, Vice-Chairman
Judge Hugh Harvey
Judge John Hudson
Dena McCollough
Sidney Chism
Veronica Thornton

PRESENT: Staff Members -
Donna Hancock, Executive Director
Susan Lockhart, Executive Assistant
Benton McDonough, Assistant General Counsel

Call to Order – Chairman Craft called the meeting to order at 10:00 a.m. and the following business was transacted:

Ms. Hancock called the roll. All council members were present.

Agenda – Judge Lauderback made a motion to adopt the agenda, seconded by Judge Harvey.
MOTION CARRIED.

Minutes – Judge Hudson made a motion to approve the minutes of September 2, 2011 as amended, seconded by Mr. Chism. **MOTION CARRIED.**

LEGAL REPORT – BENTON MCDONOUGH, ASSISTANT GENERAL COUNCIL

Mr. McDonough did not have a Legal Report to present. However, he did advise that he consulted with Adrian Chick, Assistant General Counsel, regarding the Council's request for an attorney general opinion concerning private probation companies doing business in Tennessee that are located out of state. Both agreed the Council has the right to audit records for any company it licenses and does not feel an opinion is necessary at this time. The Council agreed and advised they would be interested to know where out of state companies plan to meet with probationers (fixed location other than their headquarters, etc.).

ADMINISTRATIVE REPORT - DONNA HANCOCK, DIRECTOR

Budget Report – Ms. Hancock presented a copy of the budget reports for the last four (4) fiscal years along with an explanation of the “Costback” expenditures for fiscal year 2010-2011.

Complaint Comparison Report – Ms. Hancock presented a report of the complaints open at this time last year and advised there are not complaints open at this time.

UNFINISHED / NEW BUSINESS –

Judge Hudson asked the Council’s opinion regarding the possible reduction of quarterly provider fees. Judge Craft advised the Council agreed to lower the fees once their reserve was positive. After some discussion, Ms. Hancock advised she would have a report at the next meeting of fees collected over the past few years along with projections allowing for variable reductions for the Council’s review.

Judge Craft inquired as to whether or not the Council’s request for legislation to reduce the frequency of meetings will be included in the governor’s legislative package. Mr. McDonough advised this information has not been disclosed to him at this time.

Ms. McCollough asked for a list of companies including their locations and the judicial districts they serve. Ms. Hancock advised she would bring this information to the next meeting.

ADJOURN -

Being no further business, the meeting adjourned at 10:45 a.m.

Judge Chris Craft, Chairman

J. Klyne Lauderback, Vice Chairman