

MARYLAND CORRECTIONAL TRAINING COMMISSION

REDACTED Minutes – 188th Meeting – July 12, 2017

MEMBERS PRESENT

Secretary Stephen T. Moyer, Chair, Department of Public Safety and Correctional Services
LaMonte E. Cooke, Director of Correctional Services, Queen Anne's County Department of Corrections (Vice-Chair)
J. Michael Zeigler, Deputy Secretary of Operations, Department of Public Safety and Correctional Services
Terry Kokolis, President, Maryland Correctional Administrators Association
Patricia Schupple, Deputy Director, Howard County Department of Corrections
Lynette Holmes, Deputy Secretary for Support Services, Department of Juvenile Services
Sheriff Timothy Cameron, President, Maryland Sheriff's Association
Secretary Sam Abed, Department of Juvenile Services
Christopher Duffy, Correctional Officer of the State of Maryland
Commissioner Dayena Corcoran, Department of Public Safety and Correctional Services
Melinda Grenier, representing Ben Stevenson, President, Maryland Criminal Justice Association
Deborah Richardson, Director, Baltimore County Department of Corrections
Wallis Q. Norman, Executive Director of Residential Services, Department of Juvenile Services
Dr. Beverly O'Bryant, representing Dr. Maria Thompson, President, Coppin State University

MEMBERS ABSENT

Symphar R. Charles, Chief, Learning and Career Development, Federal Bureau of Prisons
Stuart M. Nathan, Assistant Attorney General representing Brian E. Frosh, Attorney General

STAFF PRESENT

Albert L. Liebno, Jr., Acting Executive Director, Correctional Training Commission
Karen J. Kruger, Executive Director, Police and Correctional Training Commissions
Michelle Wilson, Assistant Attorney General
Michael Pristoop, Director of Policy
Lewis Pindell, Media Specialist
Jeanne Chenoweth, Recorder
Katie Johnson, Registrar
Jane Sachs, Director of Correctional Training
Andrea King-Wessels, Parole and Probation Training Administrator
Myrna Adejoh, Certification Administrator
Jama Acuff, Compliance Officer
Nicholas Hill, Statewide DPSCS Correctional Academy Director
Kim Ward, Program Manager
Everett L. Sesker, Executive Director, Police Training and Standards Commission

GUESTS

John Wisniewski, Department of Juvenile Services
Michael Stelmack, Executive Director, Special Programs & Services, DPSCS Office of the Secretary
Quintin Dennis, Worcester County Jail
Jenna McGoogan, Worcester County Jail
Donna Bounds, Worcester County Jail
Fulton Holland, Worcester County Jail

The 188th meeting of the Correctional Training Commission (CTC) was called to order by the Chair, Secretary Stephen T. Moyer, at 10:08 a.m. at the Public Safety Education and Training Center (PSETC), Sykesville, Maryland. A quorum was present.

The agenda was as follows:

1. Approval of Minutes – April 12, 2017
2. PCTC Facility Report and Update
3. Legal Issues
4. Old Business
 - a) Executive Director, Correctional Training Commission
5. New Business
6. Request for Waiver of Entrance Level Training for Certification

Secretary Stephen Moyer, Chair, asked all members, staff and guests to introduce themselves. He welcomed new member Terry Kokolis, President of the Maryland Correctional Training Administrators Association.

1. Approval of Minutes – April 12, 2017

A MOTION to approve the minutes from the April 12, 2017 meeting was made by Officer Christopher Duffy: SECONDED: Mr. LaMonte Cooke. The MOTION carried.

2. PCTC Facility Report and Update

Ms. Karen Kruger, Executive Director of the Police and Correctional Training Commissions introduced herself, described her background and explained her title and duties as compared to the Executive Directors of the individual Commissions. She referred the members to the Facility Report in the binder which reflects Police and Correctional Training Commissions (PCTC) activity which had taken place since the last quarterly meeting. Ms. Kruger reported on the Certification Unit's progress on auditing individual agencies for annual compliance and selection standards as well as the auditing of training academies. She also mentioned the international training programs which are being held through a grant with the U.S. Department of State.

Mr. Albert Liebno added that the Certification Unit has reported that all correctional officers who are mandated to complete yearly in-service training are in compliance for the current year.

3. Legal Issues

Ms. Michelle Wilson updated the members on the two pending decertification hearings. She stated one matter is now closed because the officer retired and the other, which was scheduled to follow this meeting, has been postponed. Ms. Wilson suggested rescheduling that hearing to follow the regular Commission meeting in October or alternatively, the members could schedule another date before that meeting. It was agreed to hold the decertification hearing immediately following the October 11, 2017 regular meeting.

4. Old Business

a) Executive Director, Correctional Training Commission

Secretary Stephen Moyer explained the dynamics of the three separate Executive Director positions, Police Training and Standards Commission, Correctional Training Commission and the agency, Police and Correctional Training Commissions. Secretary Moyer clarified that on the Police side, specific statutory language dictated the choosing of an Executive Director with the help of the Human Resources Unit of DPSCS. He further stated that for the Correctional Training Commission, input

from the members would be appropriate as to the job duties, responsibilities and interview process of their Executive Director. Secretary Moyer stated that because he has the final approval as to who the Executive Director will be, he would remove himself from the initial selection process. Mr. Michael Stelmack informed the members that the DPSCS Human Resources Division would post the recruitment announcement, vet the applications for minimum qualifications and present the top three to five candidates to the Commission after conducting interviews.

A discussion was had on the idea of proposing legislation to clarify the term and references to Executive Director and Deputy Director in the Correctional Services Article. The members also discussed the confusion of the terms Executive Director and Deputy Director as they are used in COMAR in light of the fact that there is now more than one person holding those titles.

It was proposed that a sub-committee, chaired by LaMonte Cooke, would be tasked with coming up with recommendations for a job description and responsibilities of the Executive Director position to ensure that a qualified correctional professional was chosen. In addition to Mr. LaMonte Cooke, Mr. Terry Kokolis, Ms. Dayena Corcoran, Sheriff Timothy Cameron and Dr. Beverly O'Bryant volunteered to participate on the sub-committee. It was agreed that Ms. Karen Kruger would serve as an advisor to the sub-committee.

A MOTION to accept the list of volunteers to participate on a sub-committee for the Executive Director recruitment was made by Secretary Sam Abed: SECONDED: Mr. LaMonte Cooke. The MOTION carried.

A MOTION to designate Mr. LaMonte Cooke as Chair of the recruitment sub-committee was made by Sheriff Timothy Cameron: SECONDED: Dr. Beverly O'Bryant. The MOTION carried.

Secretary Stephen Moyer expressed his gratitude to Mr. Albert Liebno for leading the Correctional Training Commission in the Acting Executive Director position as well as his serving as the Acting Executive Director of the Police and Correctional Training Commissions prior to Ms. Kruger's appointment.

Mr. Liebno gave an update on the pending COMAR revisions to the Department of Juvenile Services position titles. He stated that the revisions had not moved as quickly as expected but that they had been posted in the Maryland Register for comment and will be eligible for final adoption at the next meeting.

5. New Business

Ms. Patricia Schupple offered an invitation to and encouraged Commission members to attend their Correctional Academy graduations.

A discussion followed Secretary Stephen Moyer's statement that the Maryland Department of Health would like to coordinate with the Maryland Correctional Administrators Association regarding the treatment of defendants with drug or alcohol issues during pre-trial versus incarceration.

6. Request for Waiver of Entrance Level Training for Certification

Mr. Liebno stated the staff received an Application for Certification (AFC) from the Worcester County Jail for the certification of Jenna McGoogan. He stated that Ms. McGoogan was previously employed by the Ocean City Police Department in their booking department. Although she was

never certified, Ms. McGoogan successfully completed entry-level training for correctional officers at the Eastern Shore Criminal Justice Academy in March 2014. In addition, she has satisfied the requirements for in-service training for 2015 and 2016. Mr. Liebno explained that, at this time, Worcester County is asking that the requirement for Ms. McGoogan to attend another entry-level training academy, as required by COMAR, be waived.

Ms. Donna Bounds introduced herself as the newly appointed warden of the Worcester County Jail. She expounded on Ms. McGoogan's education, training and experience and stated that having her as a certified correctional officer with the jail would be a huge asset. Ms. Bounds asked that the Commission consider waiving the requirement that Ms. McGoogan attend another full academy.

A MOTION to approve the request for waiver of entrance level training for the certification of Jenna McGoogan was made by Mr. LaMonte Cooke: SECONDED: Ms. Patricia Schupple. The MOTION carried.

A MOTION to adjourn was made by Mr. LaMonte Cooke: SECONDED: Sheriff Timothy Cameron. The MOTION carried.

The meeting adjourned at 10:55 a.m.

<p>These "minutes" are a synopsis of the Commission's discussion and decisions and <u>not</u> a verbatim rendering of the proceedings.</p>
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