

MARYLAND CORRECTIONAL TRAINING COMMISSION
REDACTED Minutes – 189th Meeting – October 11, 2017

MEMBERS PRESENT

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, representing Sheriff Douglas Mullendore, 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
Dr. Beverly O’Bryant, representing Dr. Maria Thompson, President, Coppin State University
Symphar R. Charles, Chief, Learning and Career Development, Federal Bureau of Prisons
Stuart M. Nathan, Assistant Attorney General representing Brian E. Frosh, Attorney General

MEMBERS ABSENT

Secretary Stephen T. Moyer, Chair, Department of Public Safety and Correctional Services
Deborah Richardson, Director, Baltimore County Department of Corrections
Wallis Q. Norman, Executive Director of Residential Services, Department of Juvenile Services

STAFF PRESENT

Albert L. Liebno, Jr., Acting Executive Director, Correctional Training Commission
Karen J. Kruger, Executive Director, Public Safety Education and Training Center
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
Kim Ward, Program Manager

GUESTS

John Wisniewski, Department of Juvenile Services
Michael Stelmack, Executive Director, Special Programs & Services, DPSCS Office of the Secretary
Jonathon Scruggs, SBW Law
Ben Legum, Office of the Attorney General
Michael DeBord, DPSCS
Marsha Maloff, Baltimore County Department of Corrections
Gail Watts, Baltimore County Department of Corrections

The 189th meeting of the Correctional Training Commission (CTC) was called to order by the Vice-Chair, Mr. LaMonte E. Cooke, at 10:04 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 – July 12, 2017
2. PCTC Facility Report and Update
3. Legal Issues
4. Old Business
 - a) Executive Director, Correctional Training Commission – Update
 - b) Final approval of COMAR updates to Department of Juvenile Services definitions – COMAR12.10.01.01,.03,.04,.09
5. New Business
 - a) Proposed 2018 Meeting Schedule
6. Request for Waiver of Entry Level Training for Recertification
7. Request for Waiver of Entry Level Training for Recertification
8. Request for Waiver of Entry Level Training for Recertification
9. Consideration on Holding a Decertification Hearing

Mr. LaMonte Cooke, Vice-Chair, asked all members, staff and guests to introduce themselves. He thanked and congratulated Commission member Ms. Deborah Richardson (absent) on her retirement. Ms. Gail Watts is the new Director of Baltimore County Department of Corrections.

1. Approval of Minutes – July 12, 2017

A MOTION to approve the minutes from the July 12, 2017 meeting was made by Secretary Sam Abed: SECONDED: Officer Christopher Duffy. The MOTION carried.

Recorder's Note: Ms. Michelle Wilson joined the meeting at 10:08 a.m.

2. PCTC Facility Report and Update

Ms. Karen Kruger, Executive Director of the Public Safety Education and Training Center (PSETC), referred the members to the Facility Report in the binder which reflects the Maryland Police and Correctional Training Commissions (MPCTC) activity which had taken place since the last quarterly meeting. Ms. Kruger noted that last Monday the PSETC was at full capacity, with 100% of the dormitories, meeting rooms and classrooms in use. She also mentioned Governor Hogan attended the Department of Public Safety & Correctional Services Annual Tug-of-War competition, which was hosted on campus September 22, 2017. MPCTC also has over 200 attendees registered for the 17th Annual Instructors' Awards & Training Conference taking place tomorrow.

3. Legal Issues

Ms. Michelle Wilson stated there were no legal issues.

4. Old Business

a) Executive Director, Correctional Training Commission – Update

Mr. LaMonte Cooke stated the CTC Executive Director Subcommittee met last quarter (members include Sheriff Cameron, Mr. Kokolis, Commissioner Corcoran, Dr. O'Bryant and Mr. Cooke). With the assistance of Ms. Kruger and Mr. Michael Pristoop of MPCTC, the group created a list of job responsibilities for the part-time position. Mr. Michael Stelmack, Executive Director of Special Programs & Services for the DPSCS Office of the Secretary, was present to explain the next steps in

the process, to include writing an MS-22 (official job description) for the position and announcing the position on the Maryland Job Aps website. Members did not have any revisions to the provided list.

A MOTION to move forward with the process to hire an Executive Director was made by Commissioner Dayena Corcoran: SECONDED: Mr. Terry Kokolis. The MOTION carried.

b) Final approval of COMAR updates to Department of Juvenile Services definitions – COMAR12.10.01.01,.03,.04,.09

Mr. Albert Liebno reminded members the COMAR updates are to redefine the titles and definitions of three Department of Juvenile Services (DJS) positions and affiliated training objectives (Resident Advisor, Case Management Specialist and Support Staff). No comments were received after 45 days, so the CTC can accept a motion for final adoption to be effective after 15 days of additional posting on the Maryland Register.

A MOTION for final adoption of the updates, to be effective after the final posting of 15 days, was made by Secretary Sam Abed: SECONDED: Mr. Stuart Nathan. The MOTION carried.

5. New Business

a) Proposed 2018 Meeting Schedule

The proposed 2018 meeting schedule was reviewed by members. There were no conflicts or issues. The meeting dates for next year will be January 10th, April 4th, July 11th and October 10th, 2018.

Recorder's Note: Ms. Patricia Schupple joined the meeting at 10:26 a.m.

6. Request for Waiver of Entry Level Training for Recertification

Mr. Liebno stated that staff received an Application for Certification (AFC) from the Baltimore County Department of Corrections (DOC) for the recertification of Wanda Carter. Ms. Carter was a certified correctional officer with the Baltimore County Detention Center from August 1990 until her retirement in August 2010. In June 2017, Ms. Carter was re-hired by the Baltimore County DOC as a part-time correctional officer. Prior to assuming these duties, she completed 21 hours of pre-service training. At this time, Baltimore County DOC is asking for a waiver of the requirement that Ms. Carter attend another full entrance-level training academy since it has been more than 3 years since she was last certified.

Ms. Marsha Maloff, the training manager for Baltimore County DOC, stated Officer Carter was hired specifically as a Hearing Officer, which is a 32-hour a week position. She was performing some of the duties before her retirement, and the agency asked Ms. Carter to come back so to have experienced officers on staff. Ms. Maloff stated that Officer Carter will not be in a direct-care situation with inmates. However the position into which she was hired is classified as a certified Correctional Officer and is not able to be reclassified.

A MOTION to grant the request for waiver of entrance level training for the recertification of Wanda Carter for these specific 32-hour position job requirements was made by Mr. Terry Kokolis: SECONDED: Ms. Melinda Grenier. The MOTION carried, with one opposed and one abstained vote each.

It was noted that the waiver of entry level training would only apply to Officer Carter in the Hearing Officer position, and that if she was transitioned into another role which required inmate supervision, she would have to attend an academy.

7. Request for Waiver of Entry Level Training for Recertification

Mr. Liebno stated that staff received an Application for Certification (AFC) from the Baltimore County Department of Corrections for the recertification of Michael Maultsby. Mr. Maultsby was a certified correctional officer with the agency until his retirement in February 2011, retiring as head of the Dietary Department. Subsequent to retirement, he returned to work in the Detention Center as an employee of the commissary contractor Aramark until June 2017. Mr. Maultsby was re-hired by the Baltimore County Department of Corrections in June 2017. At this time, Baltimore County DOC is asking for a waiver of the requirement that Mr. Maultsby attend another full entrance-level training academy since he has not been certified for over 3 years.

Ms. Maloff stated Mr. Maultsby was hired to work specifically in the Building Operations department. He will supervise inmate workers approved to work institutional jobs. He retired at rank of Captain and has attended First Line Administrator training.

A discussion was held regarding hiring practices, and institutions targeting experienced correctional officer applicants from both in-state and out-of-state. The idea of revisiting the regulation requiring a full academy for recertification after 3 years was presented.

A MOTION to approve the request for waiver of entrance level training for the recertification of Michael Maultsby was made by Ms. Patricia Schupple. The motion did not receive a second.

The need for a framework of comparative compliance topics for correctional recertification was deliberated between members. The suggestion of MPCTC staff researching and setting criteria for a comparative compliance regulation was debated. Wording for several motions to address the issue was discussed.

A MOTION for MPCTC staff to develop a set of recommendations for the Commission to reference when reviewing waiver requests for recertification was made by Secretary Sam Abed: SECONDED: Ms. Patricia Schupple. The MOTION carried with three members opposing.

Ms. Michelle Wilson stated that the Commission still needed to address the request for Mr. Maultsby specifically.

A MOTION was made by Ms. Patricia Schupple to approve the request for waiver of entrance level training for the recertification of Michael Maultsby and require the officer receive certain training topics to-be-determined by MPCTC staff. After a discussion on the timeline of the issue, the motion was WITHDRAWN by Ms. Schupple.

A MOTION to defer the decision to the next Commission meeting so that MPCTC staff can recommend courses for Officer Maultsby to attend was made by Secretary Sam Abed: SECONDED: Ms. Patricia Schupple. The MOTION carried with three members opposing.

Recorder's Note: Dr. Beverly O'Bryant joined the meeting at 11:01 a.m.

8. Request for Waiver of Entry Level Training for Recertification

Staff received an Application for Certification (AFC) from the Baltimore County Department of Corrections for the recertification of Stacey Clea. Ms. Clea was hired by DPSCS in December 2002, resigned in July 2005, reappointed in October 2006 and resigned again on August 8, 2014. On August 21, 2017, Ms. Clea was hired by the Baltimore County Department of Corrections. This hire date places her 13 days outside of the 3 year window that COMAR has established as requiring an applicant

to attend a full entry-level training academy. At this time, Baltimore County DOC is asking for a waiver of the requirement that Ms. Clea attend another full entry-level training academy.

Ms. Marsha Maloff stated Ms. Clea has already attended 12 hours of in-service training with Baltimore County DOC, and is scheduled for 19 hours in the near future.

A MOTION to approve the request for waiver of entrance level training for the recertification of Stacey Clea was made by Ms. Patricia Schupple: SECONDED: Ms. Melinda Grenier. The MOTION carried.

Mr. Cooke stated the next item would be heard in Closed Session.

Recorders Note: Ms. Chenoweth read the COMAR closed session regulation into the record.

A MOTION was made by Sheriff Timothy Cameron to adjourn to a Closed Session: SECONDED: Christopher Duffy. The MOTION carried unanimously.

The meeting adjourned to a Closed Session at 11:10 a.m.

9. Consideration on Holding a Decertification Hearing

A MOTION to take no action was made and SECONDED: The MOTION carried.

A MOTION was made by Dr. Beverly O’Bryant to adjourn to an open session: SECONDED: Ms. Patricia Schupple. The MOTION carried.

Recorder’s Note: This concluded the closed session. The meeting adjourned to an open session at 11:20 a.m.

Mr. Cooke invited the parties back into the meeting and announced the outcome of the issue discussed during the closed session.

A MOTION was made by Mr. J. Michael Zeigler for MPCTC staff to review the feasibility of comparative compliance for corrections and juvenile services: SECONDED: Ms. Melinda Grenier. The MOTION carried.

A MOTION to adjourn was made by Mr. Christopher Duffy: SECONDED: Dr. Beverly O’Bryant. The MOTION carried.

The meeting adjourned at 11:23 a.m.

These “minutes” are a synopsis of the Commission’s discussion and decisions and not a verbatim rendering of the proceedings.