

MINUTES
UTAH
PRIVATE PROBATION PROVIDER LICENSING BOARD
MEETING

December 18, 2008

Room 402 – 4th Floor – 10:00 a.m.
Heber Wells Building
Salt Lake City, UT 84111

CONVENED: 10:09 a.m.

ADJOURNED: 11:28 a.m.

Bureau Manager:

Clyde Ormond

Board Secretary:

Jacky Adams

Board Members Present:

Ann Taylor, Chairperson
Larry Chatterton
Richard Packham
Ruth Potkins

Board Members Absent:

Sylvester Daniels

Guests:

Rick Nielson

DOPL Staff Present:

F David Stanley

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Welcome New Board members Ruth Potkins and Richard Packham

Mr. Ormond issued the oath of office to Ms. Potkins and Mr. Packham, and welcomed them to the Board.

Election of 2008-2009 Board Chairperson

After a brief discussion Mr. Packham seconded by Ms. Potkins made a motion to elect Ms. Taylor as the Chairperson for the 2008-2009 year, the motion carried unanimously.

Approval the June 19, 2008 Board Meeting Minutes

Mr. Chatterton seconded by Mr. Packham made a motion to approve the Board Meeting Minutes from the June 19, 2008 meeting, the motion carried unanimously.

Open & Public Meeting PowerPoint

Mr. Ormond conducted the Open & Public Meetings PowerPoint presentation. No further discussion ensued.

APPOINTMENTS:

10:45 a.m. Neilson, Rick, Clarification on experience

Mr. Neilson appeared for his scheduled appointment with the Board, to discuss his request for experience review. Mr. Neilson explained that he has a Bachelor of Science degree in Business Management / Finance and has operated in the field of Personal and Group financial counseling for over twenty years. He further explained that he has extensive experience, with the National Guard, in prisoner intake and interrogation.

After a detailed discussion it was determined that Mr. Neilson needed to submit a complete application, with detailed information regarding his experience, hours worked in this profession, certificates held or achieved, schooling obtained, and any additional information he feels will substantiate that he meets the qualifications for licensure.

11:00 a.m. Drca, Sharon – Experience Review

Mr. Ormond explained that Ms. Drca had submitted an application for licensure as a Private Probation Provider on November 17, 2008. Ms. Drca is requesting to use:

- o Fourteen months of experience with in the profession;
- o Degree in Childhood Education; and
- o Many years of employment working in fields related to social services.

To meet the requirements for licensure under 58-50-5 (1).

Mr. Chatterton, seconded by Mr. Packham, made a motion to deny Ms. Drca's request for licensure, based on lack of evidence that she meets the requirements for licensure, the motion carried unanimously.

A letter was sent to Ms. Drca requesting that she submit detailed information regarding her experience, hours worked in this profession, certificates held or achieved, schooling obtained, and any additional information she feels will substantiate that she meets the qualifications for licensure.

CORRESPONDENCE:

2009 Board Meeting Dates	Reviewed, with no further action taken
Executive Order – Ethics	Reviewed, with no further action taken

ADJOURN: 11:28 a.m.

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.

March 18, 2009	(ss) Ann Taylor
Date Approved	Chairperson, Private Probation Provider Licensing Board

March 18, 2009	(ss) Clyde Ormond
Date Approved	Bureau Manager, Division of Occupational & Professional Licensing