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President's Message

KAREN EVANS
MCA President
Wright County Community Corrections

Reflecting back on the past year as MCA President, the enthusiasm of our volunteers and staff continue to amaze me. I know this is a frequent theme in my letters to the *FORUM*, yet, it's so important to continually recognize those efforts. I again want to extend a thank you to MCA volunteers and staff for all your hard work throughout 2013.

In January this year, I asked the Board of Directors to establish Board goals for 2013. The Board agreed on the following 2013 goals.

1. To increase membership.
2. To collaborate with other correctional organizations.
3. To increase Correctional Officer participation and membership.
4. To recruit and retain a culturally diverse membership; increase awareness in ethnic and minority population.

I would like to highlight a few of our accomplishments in 2013. As of November, we have 557 registered MCA members; and 204 in the renewal stage. The membership committee works throughout the year to maintain and recruit members. The role that the Annual Fall Institute functions in maintaining membership cannot be ignored. Thanks to all the dedicated volunteers involved in the planning and development of this enormous responsibility - this year's annual institute in Rochester was a *huge success*.

I also want to share the progress that our Student Services Committee made this past year. St. Cloud State University administration decided to eliminate the 2014 Criminal Justice Career Fair. Consequently, Student Services needed to revisit their purpose and goals. One of the goals for 2013 was to initiate a criminal justice mentoring program. We now have a list of MCA members that are willing to mentor students and the committee continues to work on matching those members with students.

MCA Sponsors



In 2013, the Board of Directors approved a collaboration effort with Minnesota Community Corrections Association. Beginning in 2014, MCA and MCCA will work together to provide free educational opportunities to members of both associations. By pooling our resources and expertise, we are able to provide additional member benefits at no cost. MCA and MCCA will be assigning a board member to be reciprocal liaisons. The Training and Education committee will be actively involved in organizing and promoting the training opportunities. In addition, the legislative committee and liaison collaborated with multiple corrections and service organizations to host one of the largest Capital Day in our history.

Also in 2013, the Board of Directors voted to apply for a grant funded through the Juvenile Justice Advisory Council (JJAC). We are honored that JJAC awarded MCA this grant. The purpose of the grant is to provide an avenue for stakeholders dedicated to juvenile justice reforms to collaborate and work to move those beliefs forward. The funds will be used to host Forums though out the State. The information gathered at these Forums will be presented in a report to JJAC who will disseminate the information to promote juvenile justice reforms. The juvenile Justice Committee agreed to take on extra responsibilities associated with this venture.

This is a very exciting time to be involved in MCA. We are challenging ourselves to stretch beyond what has always been done - yet stay within the mission of MCA. The new initiates have the potential to heighten MCA'S exposure and further establish MCA as an organization dedicated to promoting best practices in corrections.

Serving as MCA President was tremendously rewarding and I'm honored. I'm confident that MCA will continue to thrive under the leadership of the incoming Executive Board and Board of Directors. I wish everyone an amazing holiday season and all the best in 2014.

Sincerely, *Karen Evans*

Congratulations to the Newly Elected 2014 MCA Executive Board Members

- **Michelle Smith** – President Elect (will serve as president in 2015)
- **Steve King** – Vice President
- **Lynn Rohlf** – Secretary

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Legislative Affairs – December 2013

CAL SAARI

MCA Legislative Liaison



I thought I'd start this month's article with a report on our Legislative Update Workshop we held at the MCA Fall Institute in Rochester on October 23rd. This was another very successful event as we had presentations from Rep. Michael Paymar, Chair of the House Public Safety Finance and Policy Committee, Rep. Tony Cornish, the Republican lead on that same Committee, and Senator Warren Limmer, former chair and current minority lead on the Senate Judiciary Division. All three made extensive comments about the legislative process and directly responded to most of the initiatives on our legislative agenda.

This bipartisan group of legislators was really well received by the fifty or more workshop participants. They have all been very cordial to our organization in the past and very willing to work with us on our priorities. I was surprised by the large number of attendees who rushed to carry on conversations with the visiting legislators as we adjourned the session.

All three Legislators also related their thanks and spoke about how well received they felt they were. They are all friends of MCA, have shown considerable knowledge and expertise to our issues, and working with them makes it a lot easier to assure that our priorities are taken under consideration. Thanks to all who attended and for your kind positive comments following the workshop.

Our next planned session with Legislators will be our 2014 Corrections Capitol Day which we are now in the process of finalizing. It will again be a breakfast meeting at the Kelly Inn in St Paul to be held on either March 12 or 13th. Watch for the announcement in the near future.

We again have all four of our partner organizations signed on to join us in support of this program so I'm sure this will assure another well attended meeting. We are now working with several legislators and their staff to finalize the program.

The MCA Board of Directors formally approved our 2014 Legislative Agenda, and I expect to have the final printed document in the near future and will begin contact and conversation with all the legislators assigned to the Public Safety, Judiciary and Civil Law Committees prior to the start of the 2014 Session.

Although the Senate and the House won't conduct their first floor sessions until February 25th, lots of work behind the scenes is already taking place. There are several task forces and study groups working on various issues and continue to meet on a regular basis with the goal of having specific legislative proposals ready for Committee debate when the Session formally begins

The Legislative leadership has also strongly encouraged all Committee Chairs to hold Committee meeting between now and the Session start on held over bills from last year so there will be little wasted time in moving legislative bills through the process. They have also set a January date for the filing on new legislative bills to get a jump on the anticipated long list of new proposals.

The State's new Economic Forecast is being released today (December 5th) and is expected to show a good surplus for the first time in many years, Although a lot of political maneuvering is expected by both parties striving to take credit for the good news, let's hope they can quickly agree to budget matters and leave some time for consideration of good policy decisions. A lot of that is not expected however, as they is a bonding year and an impending election year for all legislators next Fall, so it is not expected that many controversial matters will receive serious consideration in this Session.

This will be a good year however, to set a good foundation for new proposals to get to the Legislature's floor early in the 2015 Session. I'd expect to see a number of work groups, task forces and commissions formed in the next few months to deal with the potentially controversial items so that they can report back to the Legislature early in the 2015 Session. Another interesting legislative season is upon us and will keep us all focused on how actions impact our systems.

In the meantime, have a great holiday season, and best wishes to all our members, readers and followers of criminal justice issues. Thank you all for your support, and remember. . . I love hearing from you!

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Pearson VUE Online GED Testing Centers

DAVID HEATH
Technical Committee Chair



The General Education Development (GED) paper testing methods will end on January 1, 2014. The new test will be based on stricter, more current national and state standards. It will include more difficult math questions, technology-enhanced items, and fill in the blank, according to administrators. Many individuals are hurrying to finish partially passed GED exams before this date, when prior scores will become null and void.

From a technical standpoint, setting up a Pearson testing center has some challenges. I had the opportunity of setting up the North East Regional Corrections test center for Arrowhead Regional Corrections. Some of our MCA members that are involved in GED testing may be still going through this setup process. There are a few different setup scenarios that can be taken, but on a Windows Active Directory Network Domain, I will attempt to explain how it works.

Students are scheduled for future tests from an Administration PC on the network by a Teacher or a GED Administrator. A Remote Management agent is run which on the Admin PC that downloads the GED Tests to the local server from Pearson. Once on the local server and marked "Deliverable" in Pearson Admissions Manager, the GED Delivery workstations on the network can access the tests. At this point, The GED Administrator provides login credentials to the Delivery test stations and launches the test.

When the student has completed the test, the information is uploaded back to Pearson for official scoring by GED Staff. A network printer will print a preliminary score for the student. The GED Administrator has access to the official results, and will notify the student of the result when it's official. Some areas like writing skills, for example, are reviewed by GED staff for scoring, and it takes longer to get the official results. Technical challenges to accomplish this were many and there are basically four areas that need to happen on setup.

First, you need secure internet access from your servers and the GED Administration PC to connect to Pearson. This can be accomplished with a firewall allowing access only for specific IP Addresses for the Network Server and the GED Administration PC to the Pearson Website. The Pearson Delivery stations which students take the tests on do not need internet access.

Second, the file server holds the Pearson host security certificates and Pearson software in a shared folder. It also runs a Pearson Vue Wrapper Service you need to install on the server, that performs upload and download functions. All data in the shared folder is secured via Active Directory login and Windows File Security.

Third, The Administration PC needs to be setup with the appropriate Pearson Administration software and secure Web Certificates need to be applied to access the Pearson Website correctly. From the Admin PC, you will schedule students and perform GED Administrative functions. The secure certificates are supposed to be good for 365 days. Antivirus can corrupt this time frame and Pearson advises using exclusions on the host file directories. Mine lasted 3 months after the initial installation, and I have now done this as advised by support.

Fourth, setup the Delivery Workstations. This involves Delivery workstation software installation and you need to disable all remote access services before it will configure correctly. I found this software to be very sensitive and had to disable several remote services to get it installed. Just stopping the service and setting it to manual was not good enough.

Once it is all setup, Pearson Support runs a sample exam through each Delivery station at your site to make sure the test center is working from end to end. This is basically a mini two question test. I had to schedule a mock student and download the exams and then log into the Delivery Stations and complete them. Then

perform the upload back to Pearson and make sure the Preliminary Scores were printing. Once that test is passed, the IT Technician is done except for setting up Pearson Accounts for GED Administrators and schedulers and giving them passwords. Initial technical setup is complete at this stage.

At this point the future GED Test Administrators will work with Pearson and take a GED Administrator exam to show they are qualified to give GED exams. Also, it is worth noting that teachers that prepare students for the GED exam, cannot be GED Test Administrators. This is one of many security checks Pearson uses to make sure there is no teacher coaching of specific questions on the exams.

Once the live testing begins in 2014, I suspect I will need to be in support mode the first couple GED Testing sessions. Network connectivity issues will probably cause test cancelations and the inevitable program failure, at some point in time. Pearson Phone Support was excellent on setup and hopefully they can assist with the occasional needed recovery actions when technical difficulties do arise.

Here is Pearson's Website if you are curious and want more information about them. They handle much more than just GED testing and run test for a number of Professional Organizations requiring certifications.

<http://www.pearsonvue.com/>

SecurManage

FRANK GENOVESE
President, Cirqular

SecurManage™ is a web-based software package that provides everything needed to manage residential community release facilities, day reporting centers and work release facilities of all sizes regardless of whether they are Federal BOP, state DOC or municipal programs.



SecurManage™ tracks and manages all aspects of the residents' stay in the facility. SecurManage™ has been designed to track residents from the time of their acceptance into the facility through their release.

Key Features

- Easy navigation through a friendly web interface
- Windows 7, Windows XP and Windows Vista compatible
- Minimal licensing costs
- Buildings and Units can be separated and defined by staff so that reports can be run against specific groups
- All data is archived indefinitely, and searches can be done to pull up past residents with the click of a button
- Digital signature pads and scanners are used for recording signatures and scanning residents and locations

Key Functions

Resident Information

- Record resident demographics information, risk assessment and mugshots
- Keep track of all movements, including bed assignments, counselors and treatment programs
- Enter arrest information, parole plan, emergency contacts, gang affiliation, and much more

Case Management

- Enter case notes for a specific resident, or select several residents in a group
- Record scores for assessment instruments, including the LSI-R, LS/CMI, Salient Factor and many more
- Our resident treatment plan gives you the ability to define problems and set goals

Scheduling

- Enter schedules for pass sites, job searches, work sites, community service and more
- Define modes of transportation and enter call times
- Record details of every schedule, including addresses, wages, contacts and comments

Security

- Log residents in and out of the center, including their signature and the exact date and time
- Keep track of each resident's property
- Our tasks module allows you to randomize or schedule daily tasks, such as UAs or room searches
- The shift log gives you the ability to record events within the center
- The medication module tracks all medications and logs all disbursements
- Record incidents and have them emailed directly to staff
- Notify staff via pager, email or text message when a resident is late returning to the center
- Perform headcounts at the click of a button
- Handheld scanners give you the ability to digitally record locations while doing tours

Merit / Demerit System

- Sophisticated point system for entering merits and demerits
- Change phase levels based on points
- Record merits or demerits for an individual, or for a group

Accounting and Resident Financials

- Enterprise class accounting system
- Enter incomes and disbursements for residents
- Auto-deduct amounts by the resident's program or a specific resident, such as court costs or subsistence
- Cut checks directly from the system
- Generate billing reports in Excel spreadsheet format at the click of a button

Administration and Management

- Generate comprehensive reports for statistical analysis
- Add and remove users from the system, change passwords, and enter email addresses for notifications
- Receive nightly status reports with census information, movements and incidents
- Notifications of contractual obligations, including case note and facility exception reports

Our goal is to help your organization realize significant and measurable operational efficiencies while allowing staff members to collect and disseminate data quickly and efficiently to all departments.

The data collected relates to resident demographics, criminal history, medical and psycho-social history, educational and employment history, data from assessment instruments that measures risk of recidivism, educational aptitude and aptitude for employment. It also provides our customers with comprehensive case management and treatment modules. Of course, SecurManage™ provides the ability to manage and report on resident movements with our scheduling module, and has all of the features necessary to manage resident accountability.

SecurManage™ is a web-based technology which means that there is no sophisticated IT environment necessary to run the software. Our users only need a high speed Internet connection and a computer to use our software package.

Spotlight on: MCA Annual Training Institute



Hi. We thought it would be fun to publish an assortment of pictures from our two days in Rochester. These pictures were taken by Nathan Miller (Wright County Community Corrections). Thanks, Nate!











Thank you 180 Degrees for sponsoring
the Pre-Award Social Hour









The Lighter Side

In November, a 19-year-old man, became the most recent person with poor decision-making skills forced to report to a police station (this, in College Station, Texas) in the middle of the night to ask that officers please remove the handcuffs he had been playing around with. (Following the officers' mandatory records check, it was learned that the man had an arrest warrant for criminal mischief, and following a mandatory search, that he also had two ounces of marijuana in his pocket).

Can't Possibly Be True

Twice again, in November, men wrongfully convicted of major, chilling crimes, who were finally freed after serving long sentences, claimed upon release that they were - somehow - not bitter. A man was released in Missouri after serving almost 10 years for a murder he surely knew nothing about (convicted because a prosecutor withheld exculpatory evidence).

A 51-year-old man, while entering a courthouse in Kelso, Wash., in November for a hearing on his previous arrest for possession of methamphetamine, apparently failed to consider that he would be searched and was forced to hand over to courthouse screeners a 3-inch methamphetamine pipe with suspected meth residue on it.

A 57-year-old man was captured and accused of robbing several banks in Oregon and Washington in September, including the Wells Fargo branch in Portland, Ore., that ended the spree (and on whose counter he had mistakenly left his car keys when he fled).

Fine Points of the Law

Hells Angels, which in the old days reputedly handled thieves in a different way, filed a lawsuit this time, in October, against Dillard's department stores - alleging a violation of its Hells Angels Motorcycle Club trademark by a similar design on one of the store's T-shirts.

A 43-year-old Canadian man is not guilty, argued his lawyer in court in November, of violating a local Dubai law on public insults, even though he used the "f-word," because he had merely uttered "(f-word) off" and not "(f-word) you." Explained the lawyer, "(f-word) off" is simply a demand (in Canada, anyway) that someone leave you alone.

An assistant manager at a Rite Aid drugstore in Virginia Beach, Va., was charged in October with stealing \$6,000 from the store's Virginia State Lottery machine. According to police, access to the machine requires an authorized fingerprint, which she supplied, apparently failing to think ahead that this would eventually be difficult to explain. "We work a lot of different cases," said a police spokesman, and "some are (easier) than others."

After consulting with a lawyer, the president of Massachusetts' Westfield State University, accused of billing the state for unauthorized travel expenses, is reportedly considering claiming that he actually "self-reported"

the violations as soon as suspicions turned up. He said he would thus be entitled to the protection of the state "whistleblower" statute, which shields inside informers when they expose wrongdoing. (The university president was placed on paid leave in October.)

In October, a 39-year-old man, was sentenced on several traffic charges, including leading police on a 111 mph, "Dukes of Hazzard-style" chase through Logan Canyon near Logan, Utah, with the explanation only that he needed an emergency restroom because of something he ate. Judge The Judge called the excuse "one of the worst" he had heard, since the man had passed several public toilets during the chase.

Riverview, Fla., schoolteacher was convicted in September of having sex with a 12-year-old boy she was tutoring, despite her attempt to explain away the key evidence - "hundreds" of sexual text messages - as mere "rewards" to get his attention and encourage progress in math.

A 28-year-old man ordered to submit to fingerprinting in Mason, Mich., in July in connection with a fraud investigation, had another charge added when he decided to pay the \$16 fingerprinting fee with a stolen credit card.

At a June hearing, a Philadelphia judge became so exasperated at a defendant's seeming cluelessness about his need to keep his probation appointments that she ordered him to take "etiquette" classes before returning to court. The defendant, a rap singer and budding music mogul still under court supervision on gun and drug charges from 2008, cavalierly defended his inability to find time for his probation officer by explaining that he was a busy man, working with seven "artists," with a demanding travel schedule, and uninhibitedly using social media (creating posts that, allegedly, led to threats against the probation officer). (The defendant, of course, was accompanied to court by a several-man entourage.)



About the MCA FORUM

FORUM is published six times a year by the Minnesota Corrections Association, a nonprofit professional association incorporated in Minnesota. Articles submitted by our membership do not express the views of MCA or the board of directors.

Articles may be submitted to the 2014 *FORUM* editor **Steve King** at stevek@co.mower.mn.us. Articles should not be of the nature of a commercial solicitation of products or services; rather, they should be informative on topics of interest to MCA membership at large.

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