Members Present:  
Robin Sandy, Chair  
Jay Nielsen, Vice-Chair

Members Absent:  
J.R. Van Tassel, Secretary

Comprising a quorum of Board of Correction (Board)

Others Present:  
Debi Jessen, Administrative Assistant  
See attached attendance list

1. Call to order  
   - Chair Sandy called the meeting to order at 4:59 p.m. at the Idaho Department of Correction (Department) Central Office.

2. Misdemeanor probation Memorandum of Understanding (MOU), Henry Atencio, Deputy Division Chief, Operations  
   - Atencio reviewed a draft of the MOU agreement that will bridge the gap in misdemeanor probation services offered by counties until the November 2012 election.  
   - Atencio stated that there will be no fiscal impact to the Department and it will be the responsibility of the requesting county to initiate the agreement.  
   - He stated that currently seven Idaho counties Ada, Bonner, Bonneville, Cassia, Clearwater, Nez Perce and Twin Falls have expressed an interest in entering into an agreement with the Department.

Vice-Chair Nielsen motioned to approve the Memorandum of Understanding as presented. Seconded by Chair Sandy. Motion carried unanimously.
3. Final Board discussion
   Chair Sandy discussed items to be included on the agenda for the next Board meeting.

4. Adjournment

   Vice-Chair Nielsen motioned to adjourn the meeting. Seconded by Chair Sandy. Motion carried unanimously. Meeting adjourned at 5:11 p.m.

Submitted by:

Debi Jessen, Administrative Assistant

Approved by:

Robin Sandy, Chair