



Virtual Meeting (Zoom)  
Tuesday, February 9, 2021, 12:00 PM

- MINUTES -

**Attendance**

*Members Present*

Judge Sherri Collins, Chair, County Court Administrative Judge  
Steven Cohen, Criminal Defense Attorney  
Maegan Young, County Court Chief, Public Defender's Office  
Louis Tomeo, Criminal Court Services Director, Clerk and Comptroller's Office  
Nathan Vreeland, U.S. Probation Office

*Members Absent*

Adrienne Ellis, County Court Chief, State Attorney's Office  
Kimber Heddon, Circuit Administrator, Florida Department of Corrections

*Guests Present*

Richard Clausi, State Attorney's Office (*for Adrienne Ellis*)  
Glenny Cueto, Director of Operations for PBC, Professional Probation Services, Inc.  
Jessica Hidalgo, Public Safety, Justice Services  
Tom York, Senior Vice President, Professional Probation Services, Inc.

*CJC Staff Present*

Regenia Herring, Executive Director  
Damir Kukec, Research and Planning Unit Manager  
Brad Allen, Criminal Justice Analyst  
Rosalind Murray, Senior Criminal Justice Analyst  
Allison Orr, Administrative Assistant  
Candee Villapando, Criminal Justice Analyst  
Bert Winkler, Criminal Justice Programs Manager

**I. Welcome/Opening Comments – Judge Sherri L. Collins, Chair**

Honorable Judge Sherri Collins welcomed members and guests to the meeting, and the committee also welcomed Judge Collins, County Court Administrative Judge and current Probation Advisory Board Chair.

**II. Roll Call and Introduction of Members & Guests**

Judge Collins asked everyone to introduce themselves.

Welcomed new PAB members: Michelle Johns, Circuit Administrator, Florida Department of Corrections; and Maegan Young, Chief of County Court, Public Defender's Office.

Recognition and appreciation to Kimber Heddon, former Florida DOC Circuit Administrator; and Schnelle Tonge, former PD's Chief of County Court for their years of dedicated service to the board.

Acknowledged Regenia Herring, Executive Director, Criminal Justice Commission.

In reviewing the by-laws, Judge Collins noted that Justice Services, Reentry, and LEPC have not really been involved in the committee, and said that we need to reach out to them in the future. Jessica Hidalgo noted that she is attending as a guest, although she will be representing Reentry in future meetings. Damir Kukec suggested that Pretrial and Reentry may be agencies represented in the board under Public Safety. Judge Collins said this will be discussed more when they review the bylaws later in the meeting.

**III. Approval of the Agenda**

The agenda was approved after a motion by Steven Cohen, and second by Louis Tomeo.

**IV. Approval of the March 9, 2017 Meeting Minutes**

The minutes was approved after a motion by Louis Tomeo, and second by Nathan Vreeland.

**V. New Business**

**A. Update on Misdemeanor Probation Services Contract with Professional Probation Services (PPS) – Damir Kukec, Research and Planning Manager**

Damir Kukec gave an update on the misdemeanor services contract with PPS. Mr. Kukec noted that the contract was approved on September 4, 2017 and services continued through September 3, 2020, with a two one-year renewal option in the sole discretion of the County. In response to Nathan Vreeland's question about the process, Mr. Kukec briefly gave an overview of the RFP process, and the members of the Selection Committee. Regenia Herring asked about whether the all the renewals have been exhausted. Mr. Kukec explained that one renewal has been used, and

another renewal will have to be approved by the committee for a second year, until September of 2022. Around February of 2022, the RFP process will be started again.

- B.** Report from Misdemeanor Probation Services Provider, Professional Probation Services (PPS) – Tom York, Senior Vice President and Glenn Cueto, Director of Operations provided brief reports. PPS numbers (clients) were down, due to the effect of Covid, but Palm Beach County operations have been running smoothly.

- C.** Reports from Members regarding Updates and Issues

Judge Sherri Collins, Chair, County Court Administrative Judge  
Steven Cohen, Criminal Defense Attorney

Adrienne Ellis, Chief Assistant State Attorney, State Attorney's Office

Maegan Young, Chief of County Court, Public Defender's Office

Louis Tomeo, Director Criminal Court Services, Clerk and Comptroller's Office

Michelle Johns, Deputy Circuit Administrator, Florida Department of Corrections

Nathan Vreeland, U.S. Probation Officer

Rosalind Murray, CJC staff, mentioned the Citizens Justice Academy offered by the CJC from which probationers may earn up to 40 hours of community service, attending virtually or in person.

- D.** Review of PAB by-laws – *Damir Kukec, Research and Planning Manager*

The by-laws were drafted in August 2010 when Judge August Bonavita was PAB Chair. However, a signed copy was not found. Candee Villapando will research on this. It was suggested that the committee meet quarterly, or as needed, if there is a business that need to be discussed.

## **VI. Member and Guest Comments**

The discussion circled back to the decision to exercise the option of use the second year renewal. Mr. Cohen made a motion to extend the current contract to the second and last year, seconded by Mr. Tomeo. After no further discussion, the committee unanimously approved to recommend to the CJC, the second and last year extension of the contract.

## **VII. Next Meeting – to be determined**

## **VIII. Adjournment**