

**Probation Committee  
Judicial Conference of Indiana**

**January 23, 2004**

**Minutes**

The Probation Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on January 23, 2004 from 1:00 p.m. to 3:00 p.m.

1. **Members present.** The following members of the committee were present: Thomas Gray, Thomas Lett, Liz Pease, Douglas R. Bridges, Jesse Villalpando, and John Surbeck, chair.
2. **Staff present.** Jenny Bauer, Bob Champion, and Michelle Goodman provided staff assistance to the committee.
3. **Approval of minutes.** The minutes from the October 31, 2003 meeting were approved.
4. **Probation administration issues.**
  - a. **Annual Meeting.** Bob Champion distributed a list of "Dates to Remember" for probation in 2004. He explained to the committee that the Probation Officers Annual Meeting would be held at the Convention Center in downtown Indianapolis on May 6 and 7. Several committee members will be needed to help with the sessions on recent legislation and case law. The committee is scheduled to meet on May 7<sup>th</sup> at noon, and lunch will be provided by the Judicial Center.
  - b. **Applications to become a probation officer.** Bob Champion explained that he has had some trouble with background checks for probation officer applications. Some applicants make mistakes with their name or social security number, and he has no way to verify that the information is correct. A motion was made and seconded to require applicants to include a copy of their driver's license or other picture identification with the application. The motion was approved unanimously. A motion was also made to require that a picture ID be shown to gain entrance to the probation officer examination. The motion was approved unanimously.