

FULL BOARD TELECONFERENCE MEETING MINUTES
Board of Private Alternative Adolescent Residential or Outdoor Programs
4TH Floor Small Conference Room
301 South Park Avenue
Helena, MT 59620
1:00pm - 3:19pm
Tuesday, July 19, 2016

1. **Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:04)**
Presiding Chair, Dr. John Santa, called the meeting to order at 1:06 p.m.

Board Members Present: (all present via teleconference)

Dr. John Santa – Board Chair

Ms. Penny James

Ms. Trudi Schmidt

Ms. Pamela Carbonari

Mr. Rick Johnson

Staff Present:

Ms. Cynthia Reichenbach – Executive Officer

Mr. Gene Allison – Board Counsel

Ms. Jodi Koehnke – Administrative Specialist

Ms. Amber Carpenter – Investigation Supervisor

Pubic Present:

Ms. Linda Kaps

Mr. Jerramy Dear-Ruel

Ms. Laura Kochis

2. **Approval and Tentative Modification of Agenda Order (00:01:58)**

MOTION: (00:03:47) Mr. Johnson moved to approve the agenda as modified. Ms. Schmidt seconded. The motion carried.

The Board agreed to review the onsite inspection reports before reviewing the applications as well as reviewing the application for Sparrow's Nest of North West Montana first to accommodate the staff from Sparrow's Nest in attendance at the meeting.

3. **Review and Approve Minutes (00:04:01)**

The Board made no changes.

4. **Public Opportunity to Comment (00:05:22)**

The presiding officer read the statement of public participation. No members of the public were in attendance who wished to comment.

5. **Board Action**

a. PAARP Licensure Applications

i. New Horizons Youth Ranch (01:47:01)

Mr. Thomas Harrell was present, by phone, during the deliberations.

After review of the inspection report, the Board requested New Horizons to submit: copies of building permits; any and all reports from the building inspector (i.e. electrical); a final report from the Fire Marshall; proof of water sample testing (DEQ); and proof of passive restraint and CPR training for all staff.

When conducting the initial inspection, the inspectors had been unable to interview any program participants. Also, first aid kits were not available at the location during the first inspection. The Board requested a follow-up inspection by the inspectors. The purpose of the inspection is to review the site once again and to conduct interviews with participants. Investigators will confirm evidence of the placement of first aid kits during this re-inspection.

Last, fingerprint results from the Department of Justice have not been received at the Board office. They must be received and approved by staff prior to licensure.

ii. Sparrow's Nest of North West Montana (00:07:52)

MOTION: (00:55:30) Dr. Santa moved for the Board to approve licensure for Sparrow's Nest and allow staff to issue the license once the department has received confirmation that the fingerprint background checks have been received and approved and the fire inspection has been completed by either the local or state fire departments. Mr. Johnson seconded. Discussion ensued. The motion carried.

SECOND MOTION: (01:02:36) The Board discussed Sparrow's Nest's intent to install video cameras between the male and female participants' rooms. Board Counsel, Gene Allison, advised the Board that it is not within their statutory authority to require the camera to be installed at Sparrow's Nest and the installation cannot be a reason to deny the license. Dr. Santa moved to request that Mr. Dear-Ruel, Executive Director of Sparrow's Nest, contact the Whitefish police department to consult on the camera installation, including the location of the camera[s] and the length of video retention, and for Mr. Dear-Ruel to submit a written report to the Board regarding the installation of the camera[s]. The Board recommended that there be at least a one month loop on the camera. Discussion ensued. Ms. Schmidt seconded. The motion carried.

b. New Application Onsite Inspections, Tri-Annual Inspections and Investigation Update – Amber Carpenter (00:06:37)

i. New Horizons Youth Ranch (01:47:01)

ii. Sparrow's Nest of North West Montana (00:07:52)

iii. Gateway Freedom Ranch (01:12:10)

Ms. Lisa Marek was present, by phone, during the deliberations.

MOTION: (01:14:48) Mr. Johnson moved to approve the inspection for Gateway Freedom Ranch. Ms. James seconded. The motion carried.

iv. Ranch For Kids Project, Inc (01:16:49)

Ms. Sheetal Evjene was present, by phone, during the deliberations.

MOTION: (01:18:37) Dr. Santa moved to accept and approve the inspection for Ranch For Kids Project, Inc. Ms. Carbonari seconded. The motion carried.

v. Summit Preparatory School (01:15:37)

Mr. Rick Johnson recused himself from the discussion.

MOTION: (01:16:10) Dr. Santa moved to accept and approve the inspection for Summit Preparatory School. Ms. Carbonari seconded. The motion carried.

c. Correspondence – Consideration for Licensure

i. Tumble Weed Program, Chris Mundy, Program Operation Director (01:26:32)

Mr. Chris Mundy and Ms. Mary Hernandez were present, by phone, during the deliberations. The purpose of the discussion was to address whether Tumbleweed should have a license from the PAARP Board. The Board advised Mr. Mundy and Ms. Hernandez that it appeared their program should have a PAARP license. No board action was taken but Mr. Mundy committed to submitting a license application by the next full board meeting.

d. Scheduling of Next Meeting (01:20:05)

i. September 9, 2016

6. Adjourn (02:11:39)

MOTION: (02:11:39) Dr. Santa moved to adjourn the meeting. Mr. Johnson seconded. The motion carried.