

APC Meeting – 07/16/2025

Present for APA: Robin Tilman, Paul Cieslinski, Jason Marks, Ryan Applegate, Anna White, Todd Smith, Aaron Wheeler, Jennifer Storemont, Ray Gordon, Amy Jenkins, Kelly Thomas, Chris Niekamp, Jeff Fortman, Angie Foltz, David Scott

Present for Management: Beth Hogon, Jessica Dennis, Stacy Shelton-Ewing, Heather Smith, Scott Stevenson, Phil Rader, Jason Nespeca, Brian Worrell, Mark Herubin, Allison Vaughn, Katrina Ransom

- 1.) Senior Officer Scores/Screening Tool – Allison provided copy of the final draft for 1199/Kristie to review in April; Heather reported that they didn't really have a committee, so these changes were collaboration with Tina Patrick and Regionals to update the training categories – Union has not yet reviewed – Allison reports that point scoring has not changed, just the list of applicable committees; Topic was tabled until union can review the document. Discussed whether there is a need to file a grievance to gain access to scoring tool after the position is awarded. Jessica stated that it's considered, by law, a testing score and cannot be released. The only current way to obtain score is to file a grievance. Union seeking for better ways to obtain and review this information.
- 2.) Follow up on Training Records/Training Officers – job aid on new system is available so that certificates can be obtained/printed; External training certificates can be uploaded by employees, and will be approved by CTA. Discussed issues with training officers and delay in entering training records.
- 3.) Status of Ride-Alongs – Beth completed her ride along in May in Columbus. Wore the vest, did several home visits, went to halfway house and jail. She found it very interesting and was impressed with the hosting officer's communication skills. Beth stated that she loved talking with the PO's; Beth reports that she has gained a better understanding of what PO's do daily. Unsure where Cullen and Kristin stand with their ride-alongs.
- 4.) Vehicle Recalls – has been in charge of fleet management since 2013; discussed many changes over the years; manufacturer recalls went directly to DAS, then Scott would send the VIN to the assigned supervisor – safety recalls went out immediately. Prior to 2016, the recalls went directly to DRC. All of the address changes for OSC led to recall notices not being received. Scott reports that DAS has

changed the procedure effective yesterday and supervisors now receive notices. Office contacts are now to monitor the list of recalls. DAS will update the list monthly, downloaded from Carfax, which will then be filtered out. Recalls should not be charged to fix.

- 5.) Work From Home – Some regions have been easier based on office spaces and accommodating officers while maintaining budget concerns. Jessica reports that management “misses” their work from home days. She feels that staff do enjoy the ability to do administrative tasks from home. Kelly asked about the quarterly measurements that were reportedly going to be taken at the end of June. Jessica stated that no changes have been communicated at this point, no plans to change anything at this point
- 6.) New Desks/Equipment – new items are appreciated, but communication from OSC in advance would have been helpful in regards to where the money came from. Jessica reports that it was an issue to go to various offices and seeing the old, broken furniture. There was an interest in “modernizing” office spaces. Jessica stated that, “for the most part”, the rams, shields, SBR’s, etc. were purchased with forfeiture funds. Some things (i.e. staff raises) cannot be funded from these monies. Katrina noted that our budget is set for the positions we have, which may take time to realize. Over the fiscal year, when positions are not filled, some money is saved in the budget. Because of some of the vacancies, the money that was allocated for those positions accumulated and the decision was made to spend the surplus on office furniture.

New Business

- 1.) APA requesting updated OCSS Manual – No manual, too hard to keep up with all of the changes; more changes are forthcoming. Staff are welcome to submit ideas to the state OCSS work group and/or create a cheat sheet or guide for some processes (i.e. VSP)
- 2.) Status of Taser Pilot – No updates; management will keep 1199 informed/updated
- 3.) Mileage for travel to represent staff for disciplinary step meetings – Allison reports the Travel Policy is the default. Certain things (i.e. APC meetings) are covered under contract; if traveling for discipline meetings, then must request state car first. If none available, may submit for mileage reimbursement on personal vehicle.

- 4.) Amy inquired about the use of UNFAC code in KRONOS causing time to be calculated .05, rather than .10 (tenth) of an hour. Beth reported that she was unaware of this, which Allison will have someone check into. FLSA says five minutes or anything less than tenths of an hour are de minimus. KRONOS calculates in tenths.
- 5.) EM/GPS – bid awarded to SCRAM. Plan is to transition to new vendor by the beginning of September. Demo is scheduled for work group members on 7/21, RA's and AA's later in the month; Weekly meetings are occurring between work group and vendor. Halfway Houses will no longer monitor or do hook ups/disconnects. Inventory will also be handled by APA. Training will be scheduled for regions, some mandatory for officers, some for AP1's (they will enter information into the system). OK if PO's choose to do the data entry themselves. Hoping to get a group of PO's to be "system experts" to assist new officers and answer any other questions. Also working to get TVO/TSO hooked up prior to release from prison. This will be 24/7 monitoring. Instead of vendor calling Halfway Houses, who then calls on-call DRC person, the vendor will now call assigned PO during the day or the on-call after hours. There will also be an app available for PO's to monitor clients in real time. There are many "cool" reports available to review. Supervisors can see their units, regionals can see all staff clients within the region. The vendor is very familiar with making these transitions. Current plan is for officers to hook up own people, or the unit supervisor may have one person responsible for hookups. Further coordination will be made with the vendor to assist with long-distance hookups. Right now, focus is on getting staff trained and making the transition. Some halfway houses have some issues with this task being removed from them. Katrina reports that this vendor and their product are more accurate and more budget-friendly. The areas where community control is supervised, need to have some communication with those Courts.
- 6.) New Holsters – new design was selected to minimize false activations on the SSA's. Staff needs to take the new holsters for now. Katrina reports that they are now aware of some issues staff are having. Management will discuss.
- 7.) Flex cuff cutters – staff have been issues cutters, but have no flex cuffs? Some staff don't even have the cutters and have not heard this being an option. Katrina will put out a communication about this soon.

- 8.) 43.11 Recruitment and Retention Supplements – currently have 40 vacancies – Ray asked that consideration be given to this. Kelly will email Kristen Rankin.
- 9.) Cell phones and laptops – will be regional exchanges forthcoming. If something is needed sooner, do ticket through Service Now