

Minutes of Public Meeting
ARIZONA BOARD OF FINGERPRINTING
April 11, 2001

The Arizona Board of Fingerprinting held its meeting at the Department of Public Safety, Second Floor Facilities Conference Room, 2102 West Encanto Blvd., Phoenix, Arizona. The meeting began at approximately 9:12 a.m.

MEMBERS PRESENT

Mike LeHew
Corinne Velasquez
Kim Pipersburgh
Katherine Hill

MEMBERS ABSENT

AOC Representative

CALL TO ORDER

ROLL CALL

MINUTES

Ms. Velasquez made a motion to approve the minutes of January 17, 2001. Motion carried 4-0.

MOTION

BUSINESS REPORTS

Mr. LeHew officially welcomed the new Board member from the Department of Juvenile Corrections. Ms. Hill has served as an alternate for Board hearings, but this was her first *meeting* as a Board representative. Cheryl Rowley, former Board member from DJC, was present and was presented with a plaque thanking her for her efforts while on the Board.

Mr. LeHew discussed the status of the Board being assigned an attorney by the Attorney General's Office. Another letter was sent from the Department of Education to the Attorney General asking that one be assigned.

Ms. Velasquez explained that the subcommittee did not meet this quarter as

RULES SUBCOMMITTEE REPORT

planned due to illness and injuries of the subcommittee members.

After discussion, Ms. Velasquez made the motion to approve the third quarter budget report. Motion carried 4-0.

After discussion, Ms. Velasquez made the motion to approve the third quarter strategic plan report. Motion passed 4-0.

There was some discussion regarding the statistics and charts showing Board activity. It appears that at least one was incorrect. Mr. LeHew directed the Director to review all of them, correct as needed and resubmit at the next quarterly meeting. Mr. LeHew also directed Board staff to provide additional statistics indicating in more depth the results of good cause exception decisions.

Further discussion revolved around the possibility of the Board preparing and issuing an annual report. Ms. Velasquez has several examples from other Boards that she will provide for review.

The Auditor General's Office conducted a procedural review of the Board of Fingerprinting's internal controls. They reviewed cash disbursements, purchasing and equipment activities and noted one deficiency in internal controls: that the Board did not capitalize computer software design development. Since the software development is housed on the DPS server, it is considered a "betterment" to their server and the Board should have transferred the cost of the design to their server's fixed asset listing. DPS does not carry software design as a fixed asset but will include it when the new guidelines are published.

QUARTERLY BUDGET REPORT

MOTION

QUARTERLY STRATEGIC PLAN REPORT

MOTION

STATISTICAL REVIEW OF BOARD ACTIVITIES

AUDITOR GENERAL'S FINDINGS AND BOARD RESPONSE

GENERAL SESSION

The issue was brought by DPS because their statute allows them to suspend the cards of people who are arrested or convicted for any precluded offense, but only allows them to revoke a card for convictions of non-appealable offenses. The Board is authorized to request that DPS revoke the card of people convicted of non-appealable offenses. The law is flawed in that there is no provision to revoke the card of people subsequently convicted for an appealable offense. Legislation is needed to correct this issue.

CONSIDERATION OF BOARD REVOCATION OF CARDS WITHOUT APPEAL OR HEARING

The Board again reviewed the requirements and processes in place to expedite good cause exceptions. Certain modifications were proposed including allowing 45 days for applicants to return their completed applications; allowing, under certain circumstances, people who have been arrested or convicted of domestic violence charges to be eligible for expedited consideration and interim work permits; and requiring the applicant to provide a copy of the police report as well as the disposition information for all offenses occurring five years or less with no disposition information available through DPS. (Attached is a copy of the revised criteria.) Ms. Velasquez made the motion to approve the changes as discussed. Motion carried 4-0.

CONSIDERATION OF REVIEW OF THE EXPEDITED APPROVAL PROCESS

MOTION

CALL TO THE PUBLIC

Although Ms. Rowley was present at the beginning of the meeting, there were no other visitors present.

ADJOURNMENT

Mr. LeHew adjourned the meeting at approximately 1:15 p.m.

Approved by the Board on the 24 day of October, 2001.

Walter LeHew
Chair