

OWI Advisory Committee Meeting  
January 28, 2015  
Iowa Department of Education  
Grimes Building - Des Moines, IA

Attendees: Michelle Cherrier, Deb Sabin, Kim Oaks, Joe Quinn, Pete Aguilar, Steven Allison, Marcia Oltrogge, Nancy Tegeler, Mary Sloan, Steve Stonehocker, Barbara Ledvina, Janine Johnson

Attendees by Phone: Michelle Allison, Jeff Frank, Krista Mattson

Guest: Karen, Compass Point

Provider Meetings will happen this spring, in several cities around the state, with the Department of Education, Department of Transportation and Prime for Life. It is a good time to get together, with the release of Version 9 of the Prime for Life program. It will bring people together who may not be part of the Advisory Group. Expectations of the program will be outlined, Version 9 will be discussed, and a good time for networking with other agencies. Time Frame will be March-April 2015. Barb will send notifications/invitations as to where the meetings will be held. Several agencies offered to host meetings: Kirkwood, Iowa Valley, NE IA Behavioral Health, Compass Pointe, SW CC, and possibly we can ask Pathways and Prairie Ridge.

Prime for Life Version 9 is in the final proofing stage. They expect to start printing by the 1<sup>st</sup> week of February. Notification of the new version will be send out to all current addresses in the Prime for Life address database. Expectations are that all agencies will transition over to V-9 within 1 year. Data collection will not begin for 1 year. If agencies have a large supply of workbooks, they will be exchanged at no cost. The Spanish version will be not released for a while, until the workbooks have been translated.

2015 Instructor certification dates were announced: Iowa City: new instructor training May 5 - 7, recertification May 8, and Council Bluffs: new instructor training November 3-5, recertification November 6, 2015

A question was asked about the differences between Version 8 and 9. Michelle explained that the videos have been updated, using real people and real testimonials, instead of using actors; there is new research data in version 9, and the program has been freshened up, making it easier for instructor delivery. Also noted: thumb drives will be offered in Version 9, which will connect to the web, and automatic updates will be available. DVD's will also be in the packages for Version 9, but they will not be upgradeable like the thumb drives.

The role of the Department of Education is to oversee agencies and help make thing easier for the agencies. The Department of Education keeps the facility locator up to date, but if any agencies sees any needed changes, to please let the Department know.

Group Membership: Some terms are up and those people will be rotating off the committee. Barb will send notification out to all agencies to see who might be interested in joining the committee. We will continue to keep a mix of community colleges and private providers. It will be on a first come, first serve volunteer basis. It was asked that we also have representation from an agency that provides the 48-hr class, and also have a mix of urban and rural agencies.

It was also requested that the Department of Education provide numbers of how many agencies are needed from all varieties.

Iowa DOT: Steve noted that he is now overseeing the DIP program. He explained the new password reset availability on the ARTS website, so that participants are no longer locked out and unable to enter data when the DOT is not open. Some agencies enter their numbers on the weekends, directly following their classes, so this will be a big help. Steve also explained that a compliance checklist can be printed out at any DOT office, if an offender asks for it. It does not include the amount of court costs.

#### Other Questions/Comments:

- It was asked if there should be minimum class size established; the reason being it is harder for an instructor to teach a small class (less than 5 people). From an instructor's perspective, it was recommended that minimum class size be 7-10 participants. Agencies need to look at their break-even point when thinking about holding a class, vs cancelling it; the breakeven point can vary from agency to agency - depending on whether they are renting a room, or if they are paying their instructor's mileage, etc. It was noted that most agencies do not pay an instructor per student. This program is designed to be an interactive class, with discussion among the participants. This can be harder to accomplish with fewer than 5 participants. It can be harder to complete the full 12 hours if participants don't open up and share, as discussion time is built into the class time. If only 1-2 people, it is harder to last a whole 12 hours. However, it was also discussed that we need to meet the needs of customers in rural areas, and we may not always get more than 7 people in a class; it can be a detriment if people have to travel over an hour to get to a class; those people may go out and drive anyway, if their class has been cancelled and they cannot get to another class for a month
- Price increases were discussed. Administrative Rules, from the Iowa Code say \$85, plus \$10 to the Department of Education and the cost the workbook. The workbook is the only thing that is not hardcoded as to the price, and that price remains at \$20. Agencies were concerned about the cost of electronic filings, now that the court systems are starting to expect agencies to electronically file the class completions into the court system, as well as the DOT. Court system requires looking up the court case number, which isn't always readably available. It was noted that some of the larger counties are already expecting agencies to enter the 48-hr weekend programs, but we do have the case numbers for these students, as it comes with their paperwork when they come to the weekend. It was thought that we can justify the price increase based solely on this added responsibility. This will be discussed again, and the Department of Education will look into this.

The next advisory group meeting will be held in May/June 2015, after new members have been placed on this committee.

Meeting adjourned at 11:45 AM.