



PRIVATE PROBATION SERVICE COUNCIL  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243-1166  
615-741-1831

**Meeting Minutes  
November 4, 2022  
Teams Meeting  
Davy Crockett Tower**

The Private Probation Services Council met on November 4, 2022, via a Teams Teleconference. The following business was transacted:

**COUNCIL MEMBERS PRESENT:** Judge Brody Kane, Judge Teresa Nelson, Judge Jason Hudson, Judge Joel Perry

**COUNCIL MEMBERS ABSENT:** Stacey Kelley and Michael Wright

**STAFF MEMBERS PRESENT:** Roxana Gumucio, Michael Underhill, Jon Lillard, Dana Lee

**CALL TO ORDER/ROLL CALL**

Director Gumucio called the meeting to order at 10:00 a.m. and completed roll call.

**NOTICE OF MEETING**

Director Gumucio read the notice of meeting into the record as follows: "Notice of the November 4, 2022, meeting of the Private Probation Services Council was posted to the Private Probation Service Council website since August 12, 2021; additionally, this month's agenda has been posted on the website since Friday, October 28, 2022."

**STATEMENT OF NECESSITY**

Mr. Michael Underhill read the Statement of Necessity into the record. Judge Brody Kane motioned to accept it as written, which Judge Jason Hudson seconded. The motion passed unanimously by roll call vote.

The three newly appointed Judges: Teresa Nelson, Jason Hudson and Joel Perry introduced themselves on the record.

**AGENDA**

Judge Joel Perry motioned to adopt the agenda as adjusted, which Judge Brody Kane seconded. The motion passed unanimously by roll call vote.

## **MAY MINUTES**

Upon review of the minutes from the May meeting, Judge Brody Kane motioned to approve the minutes as written. This was seconded by Judge Joel Perry. The motion passed unanimously by roll call vote.

## **DIRECTORS REPORT**

### ***Budget***

Director Gumucio presented the final financial numbers for FY21-22 showing the program had a deficit of \$24,489. This puts the reserve balance at \$591,106. The council discussed why the program is at a deficit and will likely continue in that direction.

### ***2023 Meeting Dates***

Director Gumucio informed the Council of the selected 2023 dates. Judge Joel Perry motioned to approve the dates. This was seconded by Judge Jason Hudson. The motion passed unanimously by roll call vote.

### ***Elections of Officers***

Judge Joel Perry motioned for Judge Brody Kane as Chair of the Council and Judge Teresa Nelson as Vice Chair position. This was seconded by Judge Jason Hudson. The motion passed unanimously by roll call vote.

## **LEGAL**

### ***Legal Report (presented by Michel Underhill)***

#### **1. PPSC-2022023551**

##### **DISCIPLINARY HISTORY:**

- NONE

**SUMMARY:** This 6-9-22 administrative complaint states Respondent failed to timely file their May 20, 2022, quarterly report in violation of Tenn. Comp. Rules & Regs. Section 1177-01-.08 (1) (b). The fee was postmarked on June 7, 2022. Pursuant to Tenn. Comp. Rules & Regs section 1177-02-.07, this would incur a monetary civil penalty in the Category II rang of \$300.00 up to \$699.00. Respondent states and acknowledges the inadvertence, and further provides in mitigation that they have been in business for 27 years with no prior penalties incurred. It will not happen again.

The Respondent does not have a previous disciplinary history.

**RECOMMENDATION:** Thus, it is recommended for the council's consideration that a letter of warning be issued to the Respondent and placed in the Respondent's disciplinary file.

##### **DECISION: CONCUR**

Judge Brody Kane motioned acceptance, which was seconded by Judge Teresa Nelson. The motion passed unanimously by roll call vote.

### **NEW BUSINESS: None**

## **ADJOURNMENT**

There being no new business, Judge Joel Perry motioned to adjourn the meeting, which Judge Teresa Nelson seconded. Director Gumucio adjourned the meeting at 10:28 a.m.