

1. Agenda

Documents: [AGENDA SEPTEMBER 23, 2013.PDF](#)

2. Packet

Documents: [PACKET SEPTEMBER 23, 2013.PDF](#)

**TOWN OF CHINO VALLEY
MEETING NOTICE
MAGISTRATE EVALUATION COMMITTEE**

**Monday, September 23, 2013
3:30 P.M.**

**Chino Valley Municipal Court
1988 N. Road 1 West, Chino Valley, AZ**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3a. Review and approval of September 24, 2012 minutes

4. CALL TO THE PUBLIC

5. OLD BUSINESS

6. NEW BUSINESS

6a. Presentation by William Sutton, retired Judge on Life Skills program. To include questions and answers and discussion.

6b. Charter for the MEC

6c. Calendar: Issues relevant to the court

- Court Audit
- Court Policies and Procedures
- Evaluation and Appraisal of the Magistrate
- Process for appointing Magistrate
- Magistrate's state of the court (perhaps each MEC meeting)

7. ADJOURN

Dated this 19th day of September, 2013

By: *Liz Hart, Town Clerk Assistant*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 636-1787 (TDD) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting. Supporting documentation and staff reports furnished to the Public Body with this agenda are available for review on the Town website at www.chinoaz.net and in the Town Clerk Department.

In accordance with Chapter 3, Title 38, Section 38-431.02 Arizona Revised Statutes, public notice is hereby given that four (4) or more members of the Mayor and Town Council may be present at this meeting.



Recidivism Report

OK DOC / ACCI Lifeskills – Home Study Program

The following report covers 28 months (April 2010 – August 2012) of referrals from Oklahoma Department of Corrections AP&P to ACCI's Home Study Program. This report was generated from both ACCI's & OK DOC's data bases and in collaboration with OK DOC's Evaluation and Analysis Unit. The 747 referred probationers and parolees represent a wide range of criminal background, socioeconomic levels and ethnicity. With this report, we simply asked one question: "Of the 607 probationers and parolees who successfully completed one of ACCI's cognitive life skills home study courses, how many have returned to incarceration?" The answer is only 31, which equals 5%.

Current Snapshot

Total Referrals	747
Complete	607
Reported Non-Compliant	100
Withdrawn	6
Current / Late	34

Results

Completion Rate	86%
Recidivism Rate	5%

The completion rate was derived by dividing the number of probationers and parolees who successfully completed by the total number of those that were referred. In order to obtain an accurate completion rate, we omitted referrals that fell in the "Current," "Late" or "Withdrawn" categories. This action was taken because they are yet to be determined (Current Referrals) or were enrolled and removed before they had an opportunity to complete (Withdrawn). This statistical report is $\pm 1\%$ accurate.

The Home Study Program operates at zero cost to OK DOC and is affordable for most offenders. Lifeskillslink.com makes using the program efficient for officers, and provides a transparent system of accountability for both ACCI as a provider, and for probationers / parolees. Through reviewing the hand written evaluations of those that completed, we have learned that approximately 85% of probationers / parolees appreciated an opportunity to learn and implement the cognitive life skills they learned with the help of a "coach" they chose.

It is also noteworthy that just a 10% reduction of offenders going back to prison would save the state of Oklahoma millions of dollars each year, not to mention the benefits to potential victims and society. More scientific and experimental research needs to be conducted to establish a cause and effect relationship between ACCI's Home Study Program and recidivism reduction.

Wise Choice Alternatives Newsletter

Summer 2013

**Building Accountability, Responsibility and Hope
Through Cognitive Change!**



NEW DIRECTIONS
EMPLOYMENT
LIFESKILLS COURSE

A Behavioral Science Workbook For Overcoming Life's Problems



"The future is as bright as your thoughts." -ACCI

FOR HOME STUDY

AMERICAN COMMUNITY **ACCI** SKILLS CORRECTIONS INSTITUTE

Coming in August!

The new 'Employment' Lifeskills Course!

A course that is needed in our courts. How many times have we looked for tools to share with defendants what it takes to find employment, keep employment, or secure better jobs. It will be ready on August 1 for immediate use! Mark your calendars.

We are now serving 38 courts and judicial users!

After a year and a half of being in business, the courts using Lifeskills are increasing in number each month. Thanks to all of you for putting your trust in Wise Choice Alternatives! We hope to be able to serve you even more during the summer and into the fall.

Since we started Wise Choice Alternatives, over 900 people have completed the Lifeskills courses, and the evaluations we are getting back are phenomenal!

Our motto of changing our communities for the better, one life at a time, is happening before our eyes! Those courts using Lifeskills on a consistent basis can attest to this. It's easy to use, it costs the court nothing, and it simply works! We are now in Kansas, and will be expanding into Montana soon!

No R.F.P. is Needed, No Exclusive Contract is Requested

We don't need or want to be "exclusive". We simply want to be another sentencing tool for you to have as needed. We are confident that once you consistently use the Lifeskills program, you will be hooked. With an over 80 percent positive evaluation rate from defendants, and a nearly 100 percent positive feedback from judges, staff, probation officers and attorneys, we know that once you get in the habit of using the program, you won't stop.

We Have Two Websites to Assist You

wca.lifeskillslink.com

This is where you would go to check the status of all of your referrals. Each court or user has a log in email and a password. This is also the easiest place to submit a referral. If you don't know your log in or password, give me a call at 928-600-0131 (cell) or 928-699-9821 (office).

wisechoicealternatives.com

This is mainly for defendants. They can get registered here on their own, or they can simply pay for their course here with a credit or debit card. Defendants can also simply call us at the office, and we'll be happy to sign them up.

The ACCI Story

What is the Origin of the Materials?

ACCI traces its roots to its first life skills class that was taught in Walnut Creek, California in October of 1975. Larry Lloyd and Dr. Lynn Dalton (Doctorate in Education) were the founders. The first class was a behavioral traffic school taught by Mr. Lloyd. The class was so effective that soon classes for shoplifting offenders were added, along with other types of classes. Dr. Dalton was an extremely talented facilitator, educator and motivator. He has passed away but he left a lasting legacy. Today, Mr. Lloyd is the chief architect and author of ACCI's cognitive Lifeskills workbooks. He attributes some of his success to the numerous counselors and therapists who have contributed over the years.

Larry Lloyd had a difficult childhood, and his first hand experience in successfully getting past these difficulties, provides the courses with the "experience" factor that is so needed. In other words, the courses were not designed in a laboratory of psychologists (although much feedback has been used from many professionals in the field, along with Dr. Lynn Dalton's expertise).

After all these years, the reason why Lifeskills has been so successful, and is still growing nation-wide, is simple. It gets results. These results are reflected by evidentiary studies that have been done, along with the high evaluation rate that is provided by defendants, judges, attorneys, probation officers, and court staff.

Wise Choice Alternatives President, Bill Sutton, after retiring as a judge with 20 years of experience, wanted to find an alternative to the "fines and jail" that is so common in courts.

"I searched for the perfect company, I found a company called ACCI, and thought that the Lifeskills courses were the perfect supplement to what we were already doing in our courts" Sutton said. "It gives judges, prosecutors, attorneys and probation officers, another sentencing tool to work with. It's easy to use, it costs the court nothing, it is inexpensive for defendants, and any defendant can be assigned. But most importantly, it works. We can change our communities, one life at a time."

Our courses and descriptions

	<p align="center">Cognitive Awareness</p> <p>The <i>New Directions Cognitive Awareness Lifeskills Course</i> is designed to help people overcome faulty thinking and self-defeating behaviors. It is especially relevant for people with self-esteem, anxiety and stress problems. It's curriculum, like all ACCI Workbooks, is based on best practices, supported by evidence based results. This workbook is good for all socio-economic groups whether criminal or not.</p> <ul style="list-style-type: none"> • Finances / Debt • Addictions • Self-deception • Anger • Worry / Fear • Thinking errors • Relationships • Depression
	<p align="center">Offender Responsibility</p> <p>The <i>New Directions Offender Responsibility Lifeskills Course</i> was written as a responsibility course for offenders. It is versatile. It can be used as a court responsibility program for non-compliant offenders, or in prisons and jails as pre or early (good time) release. It works best when inmates "coach" each other. It is excellent wherever a strong cognitive restructuring component is needed.</p> <ul style="list-style-type: none"> • Denial • False perceptions • Debt / finances • Justification • Responsibility • Anger avoidance • Addictions • Anxiety/fear/worry
	<p align="center">Bad Check</p> <p>The <i>New Directions Bad Check Lifeskills Course</i> workbook has a long history of effectiveness with bad check writers. It has been used with prosecutors' bad check departments as a deterrent against passing bad checks. It has also been used as a bench referral by judges. The bad check workbook does not focus on balancing a checkbook, but the crime and consequences of writing a bad check. It can be used either as home study, group, or both.</p> <ul style="list-style-type: none"> • Financial debt • Values clarification • Wrong choices • Consequences • Retail shrinkage • Money management • Checks and balances • Skills for life
	<p align="center">Theft / Shoplifting</p> <p>The <i>New Directions Theft/Shoplifting Lifeskills Course</i> can be used for home study as well as groups. It is a time-tested workbook that focuses on the crime of theft and shoplifting. It discusses the losses to retail merchants and the effect on communities. Like all ACCI courses, it focuses on the thoughts, feelings, emotions, and attitudes associated with shoplifting and other forms of theft.</p> <ul style="list-style-type: none"> • Theft • Values clarification • Laws • Programming • Retail shrinkage • Consequences • Skills for life • Options
	<p align="center">Employment</p> <p>The <i>New Directions Employment Lifeskills Course</i> focuses on the self-defeating thoughts and behaviors that keep most people from finding and keeping employment. By using historical fiction, cognitive dissonance, and self-assessments this course helps the individual to identify and change root causes of the their employment issues.</p> <ul style="list-style-type: none"> • Determination • Forward vs Reverse • Assurance • Resistance • Resiliency • Self-deception • Growth vs Decay • People skills
	<p align="center">Sex Offenders</p> <p>The <i>New Directions Sex Offenders Lifeskills Course</i> is based on ACCI's evidence-based, best practice format. It was specifically written to challenge faulty thinking and self-defeating behaviors. This is not intended as therapy, but as a powerful cognitive restructuring life skills intervention to help offenders overcome denial, justification, false perceptions, and accept responsibility.</p> <ul style="list-style-type: none"> • Self-justification • Faulty thinking • Mind games • Fear/ worry/ stress • False programming • Recycling • Self-deception • Denial / blaming • Triggers • Sexual addiction • Alternatives • Detachment

New Directions (Adult Home Study Workbooks)

Anger Management



The *New Directions Anger Management Lifeskills Course* is not your ordinary anger management workbook. It focuses on faulty thinking, self-deception, justification and resistant behavior. It teaches anger avoidance and uses cognitive restructuring to intervene at the deepest level where permanent change can take place.

- Domestic violence
- Hostility
- Anxiety / stress
- Divorce
- Self-deception
- Rage
- Assault
- Resistant behavior

Offender Corrections



ACCI'S home study workbooks are based on cognitive restructuring. They are effective with all individuals, whether a first time or multiple offender. The *New Directions Offender Corrections Lifeskills Course* is for all adult criminal offenders. For ages 12 to 18, see *Youth/Parent* (W 134). Also available in Spanish, see *Offender Corrections in Spanish* (W 115).

- Theft
- Trespassing
- False information
- Fraud
- Disorderly conduct
- Assault
- Probation violation
- All others

Driver Responsibility



The *New Directions Driver Responsibility Lifeskills Course* is unique in that it is the first to blend cognitive restructuring with traditional traffic curriculum. It is designed for all drivers (including teens) who have exhibited a lack of proper values, attitude, and behavior, and is especially effective on repeat offenders. For both adult and teen drivers.

- Driving without a license
- Reckless driving
- Multiple tickets
- Aggressive driving
- Speeding
- Driving without insurance

Substance Abuse



The *New Directions Substance Abuse Lifeskills Course Workbook* is for individuals with substance abuse problems. Cognitive restructuring by its very nature can work at any level of addiction, either as prevention or rehab. This is a unique cognitive restructuring workbook written in a story format.

- Marijuana / drugs
- DUI
- Chemical addiction
- Distribution
- Possession
- Drugs
- Denial
- Self-deception

Contentious Relationships



The *New Directions Contentious Relationships Lifeskills Course for Divorced or Separating Couples* is mostly used by civil courts to help couples resolve their differences, speed up the court process, and reduce potential damage to children. The curriculum is based on ACCI's evidence-based cognitive restructuring models which have proven to help individuals overcome negative thoughts, feelings and emotions.

- Anger management
- Self-betrayal
- Parenting
- Self-deception
- Children
- Cognitive awareness
- Faulty thinking
- Collusion
- Self-justification
- Blaming

Parenting



The *New Directions Parenting Lifeskills Course* is for parents only, whereas the *Youth/Parent* (W 134) is for both. This is a cognitive restructuring home study workbook that focuses on helping parents overcome faulty thinking and self-defeating behaviors. The best way to help children to change is to help their parents change. This is a versatile workbook designed for a wide variety of parenting issues, including:

- Truancy
- Anger / Violence
- Neglect
- Anxiety / Emotions
- Abuse
- Foster care
- Addictions
- Parenting skills

Lifeskills is also available in Spanish. Our Spanish speaking Liaison, Marlene Cole, is available to assist those who need help. The course we have in Spanish is Offender Corrections, which is a good, all-around course, incorporating many life skills into one course.

Marlene Cole's phone number is 928-864-6487;

Her email is lenora.cole@gmail.com

Here are a few testimonies from defendants, since our last newsletter:

"People with drug addiction and other problems should definitely check out this program. It has opened my eyes to the fact that there is a great life out there for me, and that I am something, and don't need to struggle through life. I'm good enough for success." Steven (age 25), Holbrook Justice Court, Substance/Alcohol course

"This book helped me to open my eyes to my future. I know if I don't want to change I won't. My goal in life is to reach my goals and by doing so, I have to strive for happiness and get out of the pit of despair." Cameron (age 19), Thatcher Magistrate Court, Substance Alcohol course

"This helped my son to realize that he himself has the responsibility for his actions. It helped remove the blame game. That true happiness is achieved by setting goals and reaching them; not giving in to alcohol or drugs." Jodi (coach and Mother)

"This workbook was a lot of work and time, but it made me think about some of the choices I have made in life. It opened my eyes to some of the wrong choices I have made, and how they have affected my life. I have realized what I need to change and how I can improve my life." Josh; Bowie Justice Court, Driver Responsibility course

"I am glad I got the chance to do this. I guess everything happens for a reason. Getting caught in a little town like Clay Center, Kansas, was God's way of being in the right place at the right time! You get out, what you put in!" Vernest (age 50) Clay Center Kansas Court, Offender Responsibility Course

"This book gave me a second chance to turn my life around and become a better person." Awou (age 19), Cochise County Diversion Program; Theft/Shoplifting course

"This program has really opened my eyes and showed me the path I need to take for success. Many people are in the swamp that need to climb the mountain." Joe (coach)

"This book might have saved my life!" Joshua (age 17), Eloy City Court, Youth Self Awareness course

"It gave me a better outlook on life and taught me how my values are part of my behaviors. There are things I need to change." Efrin (age 22), Flagstaff Justice Court, Driver Responsibility course

"I think that it is so important to be able to change and adapt to different parenting styles, especially if what I have been doing isn't really working. It was great and I made tons of notes." Heather (age 32), Flagstaff Municipal Court; Parenting course.

"This is a good program for the students and I am glad to have been a part of it." Jovannal (coach and Vice Principal)

"I am thankful for this program because it helped me to realize why I keep breaking the law. Now, I can begin the process in changing my inner self so it can reflect to my outer self. Since starting this book, I have already seen a big difference in how I live and drive. I wish I could have done this book before I ever started driving. THANK YOU!!"
Marie (age 27), Mayer Justice Court; Driver Responsibility course

"I really was enlightened and actually got to know myself a lot more. It was hard to accept at some points, but refreshing to know I can and will change. When I am out on the road I am seeing things a lot more differently, and I feel VERY proud of the changes I am making!"
Amy (age 32), Mayer Justice Court; Driver Responsibility course

"I feel that this workbook had a great impact on me. I am no longer an irresponsible driver. I feel this workbook should be issued for every major traffic offense because this is better than community service, jail time, or an 8 hour driving class."
Joseph (age 21), Mayer Justice Court; Driver Responsibility course

"It really helped me take steps towards healing. It gave me the much needed tools, and explanations I had been looking for. I loved it and found it to be a great and positive way of facing some issues I had and didn't even realize. It works!"
Darci (age 41), Page Justice Court, Substance/Alcohol course.

"The whole family got involved with this project and sparked ideas and conversations within the family that was enlightening."
Lacy (coach) Page Justice Court

"This workbook is full of scenarios based on daily life. It has helped me realize my actions affect everyone around me. Being aware of my stress and anger now, I'll be able to change because I want to be genuinely happy."
Chayton (age 18), Page Magistrate Court; Anger Management course.

"It has helped me and gave me good advice I need to continue to be the best that I can be. It's a good program and it does help and others can benefit from this workbook."
Seneca (age 20), Graham County Justice of the Peace Court, Precinct 2 (Pima); Substance/Alcohol course

Contact us today to get started!

Bill Sutton - 928-600-0131; bsutton2238@msn.com

Office -928-699-9821

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Website: www.wisechoicealternatives.com

CRIMINOGENIC NEEDS

Criminogenics is the study of what works and what doesn't when trying to habilitate criminal offenders and lower recidivism rates. The graph below demonstrates the importance of an effective cognitive restructuring program that can successfully intervene in offenders' self-defeating thoughts and behaviors.



SOMETIMES *Recycling*
IS NOT A GOOD IDEA

LAW ENFORCEMENT
APPREHENSION
PROSECUTION
ADJUDICATION
INCARCERATION
DAY REPORTING CENTERS
PROBATION & PAROLE

**THIS GROUP DOES NOT
ADDRESS CORE
CRIMINOGENIC NEEDS.***

SELF-ESTEEM PROGRAMS
SELF-HELP PROGRAMS
SCARED STRAIGHT
BOOT CAMPS
EMOTIONAL APPEALS
THREATS AND FEAR TACTICS
TRADITIONAL LIFE SKILLS
MOTIVATIONAL PROGRAMS
TALK THERAPY
COMMUNITY SERVICE

**THIS GROUP DOES NOT
ADDRESS CORE
CRIMINOGENIC NEEDS.**

COGNITIVE BEHAVIORAL
THERAPY
PSYCHOANALYSIS
GROUP FACILITATION

**THIS GROUP DOES
ADDRESS CORE
CRIMINOGENIC NEEDS.****

ACCI COGNITIVE
RESTRUCTURING

**THIS GROUP DOES
ADDRESS CORE
CRIMINOGENIC NEEDS.**

No matter what is said, the truth is in the results. If your program cannot substantially reduce recidivism rates (20% to 30%), then the truth is, it is not effective regardless of what the brochure says. If it doesn't meet the criminogenic needs of the offender, it has little chance for success.

***IF YOU NEVER CHANGE CRIMINAL THINKING,
YOU WILL NEVER CHANGE CRIMINAL BEHAVIOR***

* Although the criminal justice system doesn't address the core criminogenic needs, it still remains the most important deterrent against crime.

** This group does address core criminogenic needs. It represents the many traditional counseling programs currently being used to try to habilitate criminal offenders in the USA. The question is, in light of continued high recidivism rates, are they successful?

The criminal justice system—apprehension, prosecution, adjudication, incarceration, probation, and parole—is vital to insuring public safety. In spite of increased case loads and budget cuts, the criminal justice system should receive an “A” for its professionalism, success, and management of offenders. Without this system, civil disobedience and chaos would reign. The problem lies with society and the miserable failure of the counseling community to develop programs that meet the criminogenic needs of offenders.

As indicated on the reverse side, the criminal justice system can't do it alone, and neither can the cognitive providers. It takes a cooperative effort to lower recidivism rates. The criminal justice system, by its very nature, does not meet the criminogenic needs of offenders and is therefore (according to research) incapable of rehabilitating offenders. Approximately 90% of everyone who goes to jail or prison has been incarcerated before and/or has a prior record.

The most empirically supported approach currently available is Cognitive Behavioral Therapy (CBT), which has proven to successfully challenge criminal self-defeating thoughts and behaviors. If we never change criminal thinking, we will never be able to change criminal behavior. ACCI uses the following formula as the basis in the development of its cognitive restructuring curriculum. $T = (F+E) = (V+A) = B = C$. That is, our Thoughts create our Feelings and Emotions that produce our Values and Attitudes that result in our Behaviors and the Consequences of our lives.

For example, many offenders think, and believe, and therefore act as if they are \$2 people, when in reality their potential is much more. As long as they THINK this way and are not cognizant that they can be better, they will remain in this downward spiral and keep on thinking and doing what they have been doing. To change what they've been doing (and therefore what they have been getting) they will have to change what they have been thinking. Thoughts like helplessness, hopelessness, and low self-esteem are all powerful in controlling the behavior and consequences of criminal thinking.

The traditional method of working with criminal offenders has been in groups. However, there is much research that suggests it is counterproductive to bring criminal offenders together in groups, especially juveniles. ACCI has developed a unique alternative. Our home study courses were designed to be completed at home with a coach of the offenders' choosing. In the case of incarceration, both adult and juvenile inmates are encouraged to work among themselves. It has been shown that offenders will go much deeper into the cognitive process with a coach/mentor they trust, in the privacy of their home or mentoring each other, than they would in a group of strangers.

In the search for an effective cognitive restructuring program that would meet offender needs, ACCI would encourage criminal justice agencies to employ best practices by utilizing least costly, and least intrusive programs that have documented evidence of success, such as ACCI's home study self-directed cognitive life skills courses.



Williams courts to launch Lifeskills Program

The Williams Justice and City courts are launching an offender responsibility program, using materials from Lifeskills, as part of the American Community Corrections Institute (ACCI). The program is home study based, and takes an offender about 20 hours to complete.

I am excited about the possibilities we have with Lifeskills. If we make a positive difference in the individual, we make a positive difference in our communities. This won't replace sentencing options we already use, like fines and jail, but will supplement them. It is designed to build accountability, responsibility, and self worth. And it is the offender who pays for the program, not the taxpayer.

Former Judge Bill Sutton is working with us to bring this program to both of the Williams courts. Mr. Sutton is President of Wise Choice Alternatives, LLC, a sentencing alternatives company, and is now the ACCI Lifeskills Arizona State Director.

According to Mr. Sutton, "The criminal justice system works to an extent, but if we don't change thinking, we won't change behavior. Reducing offenders' recidivism makes our communities safer. The program forces offenders to look at their lives, look at their futures, and what the future holds if they don't change their thinking and actions. The folks at ACCI have hit the nail on the head with their Lifeskills program. Every person has value, but many people have lost sight of that. A ruined life is a tragedy that affects not only a family, but the community as well. I'm looking forward to partnering with Judge Krombeen to make a difference in our citizens' lives and communities."

"Many of the problems

that end up in the courts stem from the most difficult



Judge Rob Krombeen

Williams Justice and City courts

thing in the world to manage, and that is the six inches between our ears. We attempt to reprogram thinking, and therefore behavior, by something called cognitive change, which helps overcome faulty thinking and self-defeating behaviors. It's powerful, it's affordable, and it works."

"ACCI's Motto says, 'If we keep doing what we have been doing, we will keep on getting what we have been getting. If we want to change what we have been getting, we will have to change what we have been doing.' That applies to individuals and to the criminal justice system."

ACCI has studies that back up Judge Sutton's claims. In

Arizona, ACCI performed a study and report from the Arizona State Parole system. During a 30-month period of time, over 1,600 offenders on parole completed Lifeskills, and of those only 10 percent returned to prison.

We will offer courses for anger management, theft, substance abuse, alcohol, contentious relationships, offender responsibility, and many others. We are striving to find creative ways to stop this revolving door in and out of our jails and prisons, and get to the root of the problem, since America has the highest rates of crime recidivism and incarceration in the world!

This will be a beneficial program for many offenders, who need tools to help change their thinking and behavior. We want the Williams Justice and City courts to be part of the solution in making long-term changes in people's lives. We are thankful for the opportunity to collaborate with Mr. Sutton and ACCI.

WILLIAMS-GRAND CANYON NEWS

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Williams, Grand Canyon and Parks

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LEGAL COUNTY NEWSPAPER

SECOND CLASS POSTAGE PAID AT WILLIAMS, AZ. 86046

Official Newspaper

Original Publication

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Lynda Duffy.....	Editor
Ryan Williams.....	Associate Editor
Clara Beard.....	Reporter
Carol DeLander.....	Bookkeeper
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- * Local assistance to courts, including email, phone support, case status, and personal contact when the need arises.**
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- * An indigent sliding scale for fees upon a court's request. You just have to ask!**
- * A Spanish Liaison upon request for any defendant, and Spanish forms for you.**
- * And much more!**



**Bill Sutton, President
Wise Choice Alternatives**

"As an Arizona Judge for 20 years, and prior to that working as a schoolteacher for nine years, I came to realize how powerful the mind is, and how beliefs can be constructive or destructive, depending on programming. Some people have simply got "off track" and some people have never been "on the track". That can be changed, and we have tools to help people to change. If you can change the person for the better, you have changed the community for the better.

"The criminal justice system works to an extent, but if we don't change criminal thinking, we won't change behavior. The program forces offenders to look at their lives, look at their future, and realize what the future holds if they don't change their thinking and actions.

"We attempt to reprogram thinking, and therefore behavior, by something called cognitive change, which helps overcome faulty thinking and self-defeating behaviors. It's powerful, it's affordable, and it works".

Call us today, and be a part of the solution

Wise Choice Alternatives

P.O. Box 782
Williams, AZ; 86046

Phone: 928-699-9821 (Business Phone)

Wise Choice Alternatives

Lifeskills Home Study Courses



*Building Accountability,
Responsibility and Hope
Through Cognitive Change*

**Evidence Based Curriculum * Easy to Read *
Home Study Format * No Court Cost *
Affordable User Pay * Training in Minutes *
Works for all Offenders * Quick and Easy *
For Immediate Use**

Our goal is to assist the criminal justice

Testimonials from Judges, Attorneys, and Court Staff

"I have been amazed by the insight the defendants have gotten from completing this extremely effective program. The report we get back from Lifeskills is an evaluation from the defendant and their mentor which details their understanding of the course. In our business, it is rare that we receive positive feedback and changes in defendants' behaviors. This program has made me feel like our folks are 'getting it' and most likely I will not see them again"

Justice of the Peace and Magistrate, Navajo County

"As a practicing town prosecutor, focused on improving our small community, the Lifeskills program by Wise Choice Alternatives, is a perfect supplement or alternative to traditional sentencing consequences. The Lifeskills program provides a beneficial alternative focused on making a positive difference in an individual's life. I have been amazed at the positive feedback received from individuals who have completed the program" --

Prosecuting Attorney, Yavapai County, AZ

"Lifeskills has had a great impact on our defendants with a very positive outcome. My staff enjoys this program because it does not add any additional lengthy work to their daily routine. Our representative provides great service to us. We are provided with timely notifications and our questions are answered every time we call"

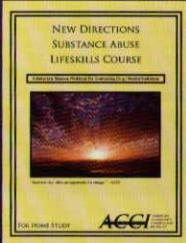
Court Supervisor, Coconino County

"We began using the Lifeskills workbook program in 2012. The support offered to our offenders by Mr. Sutton is superb. The feedback from the offenders as to the positive effect the program has had on their thinking and lifestyles is very rewarding from the Court's perspective of successful alternative sentencing" --

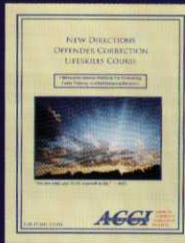
Yavapai County Justice of the Peace

"The results we've obtained with Lifeskills in six months have been remarkable. Whenever I've had the opportunity to speak with a defendant regarding the program, I have consistently received statements that the program has been life changing. I have heard from many that Lifeskills provided coping tools that the defendant was never given at any period in his or her life."

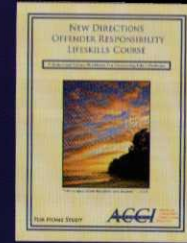
Justice of the Peace and Magistrate, Coconino County



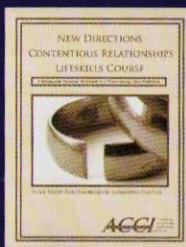
Substance/Alcohol



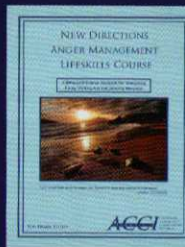
Offender Corrections



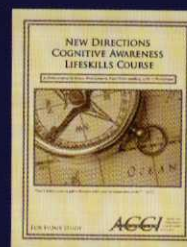
Offender Responsibility



Contentious Relationships



Anger Management



Cognitive Awareness

We offer ACCI Lifeskills courses in:
 Substance/Alcohol * Anger Management * Offender Corrections * Cognitive Awareness * Offender Responsibility * Sex Offenders * Driver Responsibility * Contentious Relationships * Parenting * Bad Check * Theft/Shoplifting * Pornography Addiction

We also offer Offender Corrections in Spanish, and a wide variety of youth courses

Our most requested Lifeskills book!

Driver Responsibility

A powerful and educational tool that gets to the root causes of habitually poor and dangerous driving habits, by a process of cognitive change

"You are what you think yourself to be" -- ACCI

What defendants are saying about Lifeskills!

"I am blown away by this book! I feel everyone would benefit from this course, to know more about life, people and how to get more from each day, in a better way"
 Alfred, Age 61, Mayer Defendant

Mr. Sutton, Thank you so much for giving me this opportunity! I now find myself with a more positive outlook on what lies ahead for me. I feel like I can now go into college with more self assurance and wisdom. I am so grateful for the skills and tools I have gained from this experience at such a young age and I would recommend it to anyone who is struggling!
 Karlea, Age 18, Willcox, AZ

"One of the best programs I have ever taken. This program covers all areas of one's life, and the principles mentioned can be utilized in being not only a better driver but a better husband, father and grandfather"
 Frederick, Age 72, Fountain Hills, AZ

"This is by far the best substance abuse/material study I've participated in."
 April, Age 49, Williams, AZ

"Boy, this program is amazing! I think it would be good for most families to aid in understanding the importance of a safe, loving, encouraging home. But first to build up the individual....It helped me to realize that I can change my future and go back to school. I can see how damaged Danny was and how he's changing because of this book" Wife, Defendant's "Coach" Flagstaff, AZ

"I feel at peace with who I am and who I'm becoming. Now that most of this is behind me, I am anxious to get on with my life and be the man I am supposed to be for my wife, children, grandchildren, friends and church. I am not the same person."
 Danny, Flagstaff, AZ

Change the person, Change the community!

Town of Chino Valley
PUBLIC BODY CHARTER:
Magistrate Evaluation Committee

COMMITTEE'S PURPOSE:	<i>Oversees performance evaluation process for Town magistrate as well as assists with other court related matters.</i>
MEMBERSHIP:	3 members, appointed by the Council
QUORUM:	2 members
OFFICERS:	Chair, appointed by Council <i>You may elect a Vice-Chair and/or Secretary with further defined duties, if desired.</i>
MEETING FREQUENCY:	<i>Determine how often you think you should meet (once quarterly, once monthly, twice monthly, etc.) you can meet as often as you want just include the term "As Needed"</i>
MEETING DAY & TIME:	Select a day and time <u>not otherwise booked</u> on the calendar attached.
MEETING LOCATION:	Select location
STAFF LIAISON:	Select the staff member(s) you need to help you meet your objectives, if applicable. <i>General Services Director</i>
LIAISON'S RESPONSIBILITIES:	<ul style="list-style-type: none"> • Meeting agenda topics • Meeting packet, if applicable • Council agenda staff reports
TOWN CLERK'S OFFICE RESPONSIBILITIES:	<ul style="list-style-type: none"> • Final meeting agenda • Meeting minutes <p><i>Minutes will generally not be detailed. They will provide a simple statement about the topic of discussion and any direction for action that the committee gives to its members, as well as specific actions to take back to Council. If you want more detail at a particular meeting, you will need to inform the recorder (Liz).</i></p>
MEETING AGENDA HEADINGS:	<ol style="list-style-type: none"> 1) CALL TO ORDER 2) ROLL CALL 3) APPROVAL OF MINUTES 4) CALL TO THE PUBLIC (if applicable) 5) OLD BUSINESS 6) NEW BUSINESS 7) ADJOURN

**TOWN OF CHINO VALLEY
JOB DESCRIPTION**

TITLE: Magistrate
DEPARTMENT: Municipal Court
SALARY: Range 66, \$70,827 - \$100,076

GENERAL DUTIES STATEMENT:

The Magistrate conducts courtroom proceedings in the Chino Valley Municipal Court. The Chino Valley Municipal Court is a Limited Jurisdiction Court and exercises original jurisdiction over all violations of City Ordinance and concurrent jurisdiction over all civil traffic and misdemeanor criminal violations of State Law committed within the Town. Duties require the exercise of considerable independent judgment in managing the court docket, ruling on motions and adjudicating cases. Individuals are appointed to an initial two-year term by the Town Council and may be re-appointed to additional terms.

ESSENTIAL DUTIES:

- Preside over and adjudicates cases involving alleged violations of criminal state statutes, civil and criminal traffic state statutes, and municipal ordinance. Also preside over cases involving protective orders and search warrants.
- Conduct arraignments, pretrial disposition conferences, change of plea hearings, sentencings, order to show cause hearings, motion hearings, traffic hearings, jury and non-jury trials and various other court settings as required.
- Conduct restitution, aggravation/mitigation hearings, if needed, prior to sentencing.
- Impose sentences after a finding of “guilty” or “responsible”.
- Determine the disposition of cash bails, surety bonds, and forfeitures.
- Order and sign criminal arrest warrants.
- Research current case law as it applies to issues presented and, if needed prepare written opinions.
- Overall supervision of the court staff.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and works cooperatively and jointly to provide quality seamless customer service.
- Provide pertinent information to the Court Coordinator for inclusion in monthly departmental reports.
- Provide quarterly oral presentations to the Town Council on the state of the judicial branch.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Substantive criminal law and state criminal laws applicable to matters filed in Municipal Court and all applicable Rules of Procedures.
- The Rules of Evidence.
- State traffic laws as set forth in Title 28 of the Arizona Revised Statutes, Municipal Ordinances, and applicable Rules of Procedure.
- Local court policies, procedures and rules.
- Case management techniques.
- Principles and practices of personnel management and supervision.

Ability to:

- Display a commitment to justice, fairness and the enforcement of law.

- Communicate orally with defendants, witnesses, and the public in group settings to give instructions, present information, and to respond to questions.
- Visually observe people’s behavior in a courtroom setting.
- Comprehend and make inferences from written material.
- Produce written documents with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Conduct and control court proceedings, elicit pertinent information, and confine witnesses and litigants to relevant issues.
- Appraise factual situations and make appropriate decisions promptly and in accordance with the law.
- Manage the cases scheduled in the courtroom in an effective and efficient manner.
- Work cooperatively with members of staff, other branches of government, customers, attorneys, and the public.
- Evaluate performance of assigned staff pursuant to applicable personnel policy.
- Maintain proper courtroom decorum by example and application and enforcement of Rules and Procedures.

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EDUCATION AND EXPERIENCE REQUIREMENTS:

- Member in good standing of the Arizona State Bar.
- Minimum of five years of experience in the practice of law.
- Experience in a trial courtroom setting.

Additional Requirements

- Must be of good moral character.
- Successfully complete a criminal history check and background investigation including fingerprints.
- Is an Arizona resident and a citizen of the United States.

PHYSICAL REQUIREMENTS:

- Frequently required to sit, stand, walk, talk, and hear.
- Specific vision abilities required for this job include distance and close vision.
- Ability to lift court case folders and multiple case files and equipment of the court that could weigh approximately 20 pounds.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires positive and active support of the Town, the citizens and the co-workers.

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts, of working conditions associated with the job. Management reserves the right to revise the job or to require that other or different tasks be performed when circumstances change (e.g. emergencies, changes in personnel, workload, rush job or technological developments).

TOWN OF CHINO VALLEY

JOB DESCRIPTION

TITLE:	Presiding Magistrate		
DEPARTMENT	Chino Valley Municipal Court		
FLSA Status	Exempt	Salary	\$70,000 - \$100,000

The Presiding Magistrate is recognized by the Arizona Supreme Court as the Chief Executive Officer of the judicial branch of government for the Town of Chino Valley. As such, the Presiding Magistrate is both accountable and responsible to not only to the Arizona Supreme Court, but to the Chino Valley Town Council as the legislative branch of government. Therefore, the position of Presiding Magistrate requires the ability to accommodate, coordinate, and balance the interests of preserving the independence of the court as an integral part of the state judiciary, with the practical necessities of being an integral part of the government for the Town of Chino Valley.

As the Chief Executive Officer of the court, the Presiding Magistrate is responsible for and held accountable to the Arizona Supreme Court and the Chino Valley Town Council for the management and administration of the court in five areas: Planning, Operations, Logistics, Finance, and Personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Planning:

- Sets short and long term goals and objectives in writing for the Operations, Logistics and Financial components of the court
- Establishes written action steps to accomplish the stated goals and objectives
- Discusses and receives advice and input from the court staff, the Town Council's *ad hoc* judicial committee, the Town Manager, (and if applicable) the Administrative Office of the Arizona Supreme Court

Operations

- Preserves the independence of the Municipal Court as part of the statewide judicial system
- Establishes and maintains a cooperative, working relationship with the Chino Valley Town Council, Town Management, the judicial employees who comprise the court staff, the Chino Valley Police Department, other law enforcement agencies, other courts, and the Administrative Office of the Supreme Court
- Ensures that Chino Valley Policies and Procedures Manual are followed

- Presents quarterly reports to the Town Council as to the State of the Judiciary
- Ensures that the Arizona Supreme Court opinions as set forth in the Municipal Court Questions & Answers, revised in March, 2009, are followed and incorporated into the management of the court
- Presides over all legal proceedings in the court including, but not limited to, trials, hearings, motions, orders of protection, injunctions against harassment, civil traffic matters, Town Code violations, applications, and requests
- Decides issues of law, makes findings of fact, and enters orders
- Determines probable cause and, if appropriate, signs search warrants and as a *Pro Tempore* judge for the Prescott Justice Court, signs felony complaints
- Conducts initial appearances and arraignments involving misdemeanor criminal complaints
- Reviews case files and responds to correspondence sent to the court
- Conducts Review Hearings in cases involving a defendant's outstanding financial obligations to the court
- Issues and decides Orders to Show Cause why an individual should not be held in contempt of court
- Is on call 24 hours a day, 7 days a week, for any search warrant and for emergency orders of protection in rotation with other Yavapai County judges
- Attends the annual judicial conference and completes the required continuing education requirements of the Arizona Supreme Court

Logistics

- Provides security for the court staff, the public, and anyone attending any court proceeding in the Municipal Court
- Ensures that the court staff has the necessary office equipment supplies, and resources to effectively and efficiently carry out the operations of the court
- Researches and implements current technological advancements and available resources in order to improve the operation of the court

Finance

- Prepares the court's annual budget and submits it to the Town Council for approval
- Manages the court's budget along with the court administrator
- Reviews on a monthly basis the court's accounts receivable, accounts payable, and the current financial circumstances of the court

- Researches and implements methods, policies, and programs which minimize court expenditures while increasing the collection of outstanding financial obligations to the court
- Ensures that the requirements of the Minimum Accounting Standards are followed
- Ensures that the accounting standards of the Administrative Office of the Court are followed
- Ensures that the accounting policies and procedures of the Town of Chino Valley are followed
- Authorizes and signs invoices and other financial documents as necessary

Personnel

- Responsible for the overall supervision, discipline, hiring, and firing of the judicial employees of the court
- Ensures that the Code of Conduct for Judicial Employees is followed
- Ensures that the Town of Chino Valley's Policies and Procedures Manual for Town employees is followed
- Holds weekly staff meetings
- Disseminates current information from the Town of Chino Valley, the Administrative Office of the Court, and from any other source that may affect the administration of the court
- Ensures that the judicial employees receive Continuing Judicial Employees Training as required and additional training as necessary

MINIMUM QUALIFICATIONS

Education and Experience:

- Juris Doctorate degree
- Five years' experience in the practice of law
- Two years of actual trial experience in criminal law

Required Licenses, Certifications, and Status:

- Currently a Member in Good Standing with the State Bar of Arizona
- Resident of Arizona and Citizen of the United States

Required Knowledge of:

- Arizona Revised Statutes – Title 13, Title 28, and related statutes
- Arizona Rules of Evidence
- Arizona Rules of Criminal Procedure
- Arizona Rules of Procedure in Traffic and Boating Cases
- Arizona Rules of the Supreme Court
- Arizona Rules of the Superior Court – Yavapai County

Acquired Knowledge of:

- Chino Valley Town Code
- Chino Valley Uniform Development Ordinance
- Chino Valley Policies and Procedures Manual
- Arizona Supreme Court Code of Conduct for Judicial Employees
- Arizona ethics opinions for attorneys and judges
- Current developments in Arizona statutes, Rules, and case law

Required Ability to:

- Exhibit impartiality and fairness to defendants, victims, witnesses, attorneys, law enforcement officers, and the public, regardless of race, color, creed, gender, sexual preference, religious preference, physical or mental disability, age, citizenship, or economic status
- Exhibit professional conduct and personal integrity
- Exhibit good moral character
- Exhibit conduct that promotes public confidence in the court and the judge's ability
- Maintain control over the courtroom while respecting the dignity, policies, and procedures of the court
- Identify and analyze relevant legal and factual issues
- Research legal issues
- Decide issues and cases based on evidence and the law
- Provide written opinions, oral opinions, and orders "from the bench" in a timely manner
- Produce clear and logical written and oral communication
- Supervise the judicial employees of the court
- Create a cooperative environment for the court's judicial employees
- Assess and prioritize multiple tasks, projects, and demands
- Exhibit leadership through short and long range planning
- Establish and maintain proper case management techniques
- Establish and maintain an efficient and accurate calendar and docket
- Oversee the management of court related financial matters

Physical Demands and Work Environment

- Work is performed indoors in a courtroom and small legal office setting, with frequent contact with the public
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job

**Town of Chino Valley
Magistrate Evaluation Form**

Name of Judge: John G. Walker

Please rate this judge according to the performance standards below. If you are not able to rate this judge in a particular area, mark "can't rate."

JUDICIAL PERFORMANCE STANDARDS

The judge shall administer justice fairly, ethically, uniformly, promptly, and efficiently. The judge shall be free from personal bias in decision making, shall decide cases based on proper application of law and procedure to the facts, and shall issue prompt, clear rulings and decisions that demonstrate competent legal analysis. The judge shall act with dignity, courtesy, and patience. The judge shall effectively manage the courtroom and discharge the administrative responsibilities of the office.

Legal Ability

- Legal reasoning ability
- Knowledge of substantive law
- Knowledge of the Rules of Procedure
- Knowledge of the Rules of Evidence
- Knowledge of the laws pertaining to sentencing
- Considers all factors when sentencing the defendant
- Keeps up to date with current law and Rules
- Decides issues based on evidence and the law

Integrity

- Exhibits conduct free from impropriety
- Exhibits professional conduct
- Exhibits personal integrity
- Exhibits equal treatment regardless of race
- Exhibits equal treatment regardless of gender
- Exhibits equal treatment regardless of economic status
- Exhibits basic fairness and impartiality
- Exhibits conduct that promotes public confidence in the court and the judge's ability
- Avoids prejudicing the outcome of a case
- Acts to preserve the independence of the judiciary

Communication Skills

Gives clear and logical oral communications and directions

Instructions and directions are easily understood

Produces clear and logical written communication

Listens effectively

Keeps everyone appropriately informed

Responds in a timely manner

Timely informs judicial officers of issues affecting the administration of justice

Temperament

Is patient

Is courteous

Is accessible

Is dignified

Is understanding and compassionate

Demeanor gives confidence in ability

Responds appropriately to the circumstance

Administrative Performance

Is well informed of all phases of work

Is willing to make difficult decisions

Makes difficult decisions in a timely manner

Is punctual both personally and in conducting proceedings

Begins court proceedings within ten minutes of scheduled time or gives an explanation for delay

Is prompt in making rulings and rendering decisions

Is resourceful in resolving problems

Exhibits impartiality in administrative decisions

Exhibits impartiality in allocation of resources

Provides for appropriate training for staff

Asks for input before reaching decisions

Works diligently

Considers and implements change

Organizational skills

Takes responsibility for the supervision of staff

Maintains proper control over the courtroom

Establishes and implements proper case management techniques and standards

Establishes and implements procedures to provide public access to the court

Establishes methods to monitor performance of the court and its employees

Establishes and maintains standard work hours and times to effectively discharge judicial responsibilities

Establishes and maintains standard work hours and times to effectively discharge staff assignments

Hard worker

Efficient management of calendar

Respectful treatment of staff

Cooperation with staff

Cooperation with peers

Administrative Skills

Establishes a clear focus for projects for which he is responsible

Has the ability to identify and analyze relevant issues

Accurately assesses and attempts to secure the resources necessary for the effective functioning of the court

Accepts and incorporates diversity

Coaches and develops others

Cooperates with peers

Cooperates with staff

Works well with other Town departments

Exhibits leadership through long range planning

Exhibits leadership by developing support both within and outside the court

Is willing to explore innovative means for meeting the court's goals

Effectively delegate's responsibility

Creates a cooperative environment