Meeting Minutes: Community Supervision Working Group

Date: 10/27/2026
Prepared by: Don Klick
In-Person Location: Pung 1 Room, 1450 Energy Park Drive Suite 200, Saint Paul, MN 55108
Website: https://mn.gov/doc/about/legislative-info/community-supervision-working-group/

Member Attendance

- Safia Khan, Department of Corrections
- Laurie Jandro, Department of Corrections
- Kelly Mitchell, Department of Corrections
- Greg Kryzer, Wright County Administrator
- Bethany Cox, Washington County Commissioner
- Nicole Hansen, Otter Tail County Administrator (virtually)
- Neal Gaalswyk, Cass County Commissioner (virtually)

Also Present:

- Emilio Lamba, Association of Minnesota Counties (virtually)
- Kendra Sanders, Department of Corrections
- Sarah Burdash, Department of Corrections
- Kelly Haff, Department of Corrections
- John Marsolek, Minnesota Association of Community Corrections Act Counties
- Matt Cook, Minnesota Association of Community Corrections Act Counties
- Jessica Raptis, Minnesota Association of Professional Employees
- Adam Kamp, Minnesota Association of Professional Employees

Action Items

- Approval of Draft Agenda and Draft Minutes of October 12 meeting
    - Motion made by Safia Khan
    - Motion Seconded by Greg Kryzer
    - Votes in Favor: Khan, Jandro, Mitchell, Kryzer, Cox
    - Votes Against: None

Meeting Notes

1. Consultations (Discussion)

- Minnesota Association of Community Corrections Act Couties (MACCAC)
  - Presenters: John Marsolek, Matt Cook, and Emilio Lamda
  - MACCAC is comfortable with the points that have been discussed.
  - Questions on Transition study:
    - What does it entail?
    - Want to know what the data is.
    - How granular should the data be?
    - How does that transition into staffing needs?
    - What format does this data appear in?
  - Couties would like touchpoints regarding transitions that can change as they move through the transition. What does the transition look like, so they know what the budgetary constraints look like.
  - DOC would like to ensure it's providing the data that the counties would like to see. Wasn't tracking the administrative costs for transitions and want to be cognizant of these constraints. The data is public data so there shouldn't be a Data Practices Act issue. Discussion of a dashboard, accessible to all 3 agencies, to provide data.
  - By December: identify what type of data the counties want. Identify a mechanism to deliver the data (high-level) to the counties.
  - Comprehensive Plan timing for updates. The county should submit a provisional plan 30 days prior to transition, and the DOC 30 days to approve it. A full Comprehensive Plan must be submitted 6 months after the transition. The transition could go through, but the money withheld if Comp Plan is not submitted.
- Minnesota Association of Professional Employees (MAPE)
  - Presenters: Jessica Raptis and Adam Kamp
  - Sick-Leave Transfer: This is tricky because it is not cash value. The Minnesota Paid Leave law helps significantly. Could sick time be included in vacation time (PTO) to reach the 80-hour limit (DOC to county)?
  - Requirement to place employees in similar position: People were in top classification at county, but when came over to the state they lost that because of missing required state training. This caused a delay in promotion and then their pay was higher than their peers, so they didn't get the traditional cost of living pay increases. This may have corrected itself with a process change at DOC, Laurie Jandro is looking into this.
  - MAPE and MACCAC both supported the proposal for probationary time.
  - MAPE agreed with the 80 hour cap for vacation/PTO transfer as proposed.
  - Transfer of records: Disciplinary record is part of the transfer. Data Practice Act says this is non-public information and that the employee would need to sign off on the transfer of information. Discussion on whether new statutory language could supersede this restriction. Having the employees not labeled as an applicant could make this information exempt from the Wage History Law.

- Discussion on the loss of salary and whether the agency can request data on salary or whether the employee needs to release that information because of the Wage History Law.
- Can this be written as a transfer instead of a hire. This could allow the appropriate information exchange (i.e., transfer in grade).
- Discussion about what the employee's remedy would be if the new employer (whether county or DOC) does not follow the new HR guidance in statute. MAPE does have the ability to represent former MAPE employees, though this is not within MAPE's core competency. Could there be "Layoff" language in the transition language to ensure that employees have Layoff rights/protection (Laurie DOC)? Writ of Mandamus was discussed as potential way for employees to exercise their rights.

2. Past Delivery System Transitions (Discussion)

- Should there been any discussion regarding counties that transitioned since July 2023. In the timeframe discussed at past meeting, no cost was incurred with the transition of staff. Only two counties responded of the nine that were contacted.
- This item will be kept on the agenda for future discussion.

3. Next Steps

- Upcoming Meeting Dates
  - Friday, November 6, 2026, 9:00 am – 11:00 am
  - Thursday, November 19, 2026, 1:00 pm – 3:00 pm
  - Thursday, December 3, 2026, 1:00 pm – 3:00 pm
- Report due on December 15, 2026.