Attending in person:  Kim Oaks, Pete Aguilar, Krista Mattson, Steve Allison, Deb Sabin, Marcia Oltrogge, Michelle Ellison, Barbara Ledvina and Janine Johnson  Attending via phone:  Mary Sloan

Group was welcomed to Iowa City for the meeting.

Barb distributed copies the new OWI Brochure.  It was discussed where to distribute the brochure. Possible options discussed were the Iowa Bar Association, Iowa Association of Criminal Lawyers, Clerks of Courts, sheriffs and police departments, as well as probations officers. The group felt that the brochure will be a good resource.

Michelle asked the group for input on locations for Prime for Life instructor classes for 2014. Discussion was held on issues relating to weather and convenience of location to instructors. It was noted that the Governor’s Conference on Substance Abuse will be the 3rd or 4th weekend in April. It was recommended by the group to have a class in Dubuque in May of 2014, and in Ankeny in

Copies of proposed administrative rule changes and the current OWI education provider agreement were distributed to the group. Discussion was held on what should be in the rules vs. in the provider agreement. It was also proposed that more of the specific information relating to offering the class should be in the provider agreement, and that the administrative rules should reference the agreement. The group felt that in addition to restricting the number of hours the OWI class can be given without a break, a restriction on the number of hours in a day that the course can be offered should be added to the provider agreement. Barb indicated that she would compile all proposed changes to both the administrative rules and the provider agreement, and send them back out to the group for a final review.

A discussion was held regarding Spanish speaking classes. Most of the community colleges need to have a minimum number of students signed up before they will give a Spanish class. Iowa Valley said that they currently give Spanish classes every other month. It was requested that we have a resource listing of where Spanish speaking classes are held, so agencies can send someone to another city to take a class.

Question was raised on whether or not a community college is required to offer the OWI class. The group was advised that if there are substance abuse treatment agencies in the area that offer the class, the community college is not obligated to offer it.

Next meeting is tentatively planned for January of 2014 in central Iowa. More information about location and meeting date will be distributed later this year.