

**AUSTRALASIAN CORRECTIONS EDUCATION ASSOCIATION  
MINUTES FROM MEETING HELD**

**5 December 2006  
11.30pm till 12.30pm EST**

**ATTENDEES:**

Ron Cox (QLD), , Christine Laird (WA), Ray Chavez, (WA), Jo McAlpin (NSW), Christine Sylva (NSW), Ken Penaluna (VIC), Adrian McMillan (Vic), Keven Ricardo ( TAS), Margeret Friels ( NT)

**APOLOGIES:**

Marty Burgess (NSW) Marty Langenburg (VIC), Bernard Meatheringham (SA),

**Chairperson:**

Ron Cox

**Minutes:**

Chris Sylva

**VENUE:**

Teleconference

AGENDA ITEM NUMBER	<u>AGENDA ITEM</u>	ACTION	Timeframe
1.	<p><b><u>Minutes of previous meeting</u></b></p> <p>Minutes of the previous meeting approved by Ray Chavez and Ron Cox after minor amendments were noted including typo of \$100,000 to be changed to \$10,000 in agenda item 1 actions.</p>		
2.	<p><b><u>Financial update</u></b></p> <p>Chris Sylva reported there is currently \$22,674 in the ACEA account. In this financial year so far there have been \$600 credited from membership funds and \$ 10,000 has been sent to ACEA Melbourne Conference Committee as a seeding grant for the conference. There are currently 66 members.</p>		
3.	<p><b><u>ACEA Melbourne Conference – 2007</u></b></p> <p><b>Ken Penaluna provided an update on the planning for the conference:</b></p> <ul style="list-style-type: none"> <li>• Due to Ministerial changes in VET and DCS post election, ACEA needs to request the new ministers to open and close the conference.</li> <li>• There has been no firm response from the state government to date regarding financial support , also partly due to the state election. It is hoped that planned discussions with Kevin Anderson, Commissioner, DCS will be positive.</li> <li>• Some keynote speakers have given positive responses to coming to the conference including Steve Steurer (CEA USA), Anita Wilson (EPEA), Anne Costello (Ireland). The committee is waiting for confirmation. Speakers from Japan and New Zealand have also expressed interest. Ron Cox suggested the committee</li> </ul>	<p>Ron Cox to send details of Norwegian contact to Ken Penaluna</p>	<p>ASAP</p>

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	<p>contact Terj Manger, from Norway, a contact Ron made while at the EPEA Conference. Ron will send Terj's details to Ken.</p> <ul style="list-style-type: none"> <li>• The venue for the conference dinner has been confirmed as the Olympic Room at the Melbourne Cricket Ground. The committee is currently seeking a speaker for the dinner.</li> <li>• Once the key note speakers have confirmed then the committee will send out a call for papers and a draft agenda for the conference. There will be link to the conference information including the call for papers, draft agenda and registration form put on the ACEA website. Ken Penaluna to send details to Ron Cox to put on the website.</li> <li>• The committee will also put information into relevant journals.</li> </ul>	<p>Ken Penaluna to send Ron Cox conference information for link on ACEA website</p>	<p>ASAP</p>
<p>4.</p>	<p><b><u>Report on EPEA 2006 Directors and Coordinators of Education Conference</u></b></p> <p><b>Ron Cox provided a report on the EPEA Conference he attended in Prague:</b></p> <ul style="list-style-type: none"> <li>• The conference was an excellent opportunity to represent ACEA internationally</li> <li>• Australian issues regarding VET for prisoners are universal and seem to be the same in most other countries</li> <li>• Australia appears to be doing quite well compared to some other countries.</li> <li>• The ACEA website is now linked to most other Associations in other parts of the world</li> <li>• A full report of the conference plus attachments have been placed on the website Ron would like feedback on the information and if members would like documentation he will send out copies. Ron will also email the report out to Committee members with the attachments available on the website.</li> <li>• A CD of the conference proceedings has also been sent to Ron and he will reproduce it for ACEA Committee members.</li> <li>• Ron has also provided a report for the ACEA newsletter Edition 2 that has now been distributed</li> </ul>	<p>Ron Cox to send out CD of EPEA conference and email report to ACEA Committee members</p>	<p>ASAP</p>
<p>5.</p>	<p><b><u>Meeting of Coordinators of Education and Training for prsioners</u></b></p> <ul style="list-style-type: none"> <li>• Ron Cox suggested a meeting of ACEA coordinators of VET for prisoners with representatives from each state and territory similar to the EPEA meeting he attended in Prague although with a smaller group. The meeting would discuss critical issues related to provision that impact on all jurisdictions. As there is currently no project funds for national meetings each representative would need to support and/or fund participation.</li> <li>• The meetings will need to have clear agendas with directed conversations with topics that are relevant to all sections such as Information technology in prisons, Indigenous provision, mechanisms for sharing best practice, philosophical underpinning of our practice. Committee members to send suggestions for topics to Ron Cox and Ron will then put an agenda together and distribute it for further input.</li> <li>• The committee agreed that the first meeting be held on the 9 May, which is the day after the Reintegration</li> </ul>	<p>Committee members to send Ron Cox topics for discussion at meeting in May</p>	<p>Before March meeting</p>

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	<p>Puzzle Conference being held in Sydney on 7 and 8 May 2007 as most committee members will be attending the Reintegration Conference.</p> <ul style="list-style-type: none"> <li>Chris Sylva and Jo McAlpin will investigate meeting room availability at NSW DET and NSW DCS and also accommodation.</li> <li>Margeret Friels suggested a representative from DEST and a Commonwealth Indigenous representative be invited to attend. Chris Sylva will investigate who would be appropriate representatives.</li> </ul>	<p>Chris Sylva and Jo McAlpin to investigate venue and accommodation for May meeting</p> <p>Chris Sylva to investigate relevant DEST and Indigenous representatives</p>	<p>Before March meeting</p> <p>Before March meeting</p>
6.	<p><b><u>Research update</u></b></p> <p>Marty Burgess was unable to attend the teleconference to provide a report. The committee acknowledged the great job he is doing in sending out regular information related to prison education.</p>		
7.	<p><b><u>Newsletter update</u></b></p> <ul style="list-style-type: none"> <li>Ray Chavez provided an update on the production of the newsletter. He reported that the Edition 2 has been distributed to members. The committee congratulated the Western Australian ACEA group for their hard work in getting such impressive editions 1 and 2 out, especially Ray and Amber.</li> <li>Ray would like states that have not contributed as many articles to send articles in for the next edition. Ron explained that Queensland ACEA members are going to forward them as they are written about interesting examples of provision.</li> <li>Jo Mc Alpin suggested an edition in the future be on one theme eg Indigenous provision. Ray is keen to do this but needs more articles.</li> <li>The next edition will be out in March. Ray will send out a call for articles by February 2007.</li> <li>Ray explained that they were originally thinking of including lesson plans in the newsletter but now have decided that it would be better to put the lesson plans on the website to encourage members to access the website.</li> </ul>	<p>Ray to send out call for articles</p> <p>Newsletter articles to be sent to Ray Chavez</p>	<p>By February</p>
8.	<p><b><u>Updating Constitution and 2007 to 2010 Business Plan</u></b></p> <p>Ken Penaluna offered to take on the task of drafting the 2007 – 2010 Business Plan using the IFECSA Business Plan as a base. Ken will then send out the draft to committee members for comment and additions.</p>	<p>Ken Penaluna to draft Business Plan and Constitution</p>	<p>For March meeting</p>

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<b>9.</b>	<b><u>Details, papers 1993 Melbourne IFEPS</u></b>  Ron Cox again requested information on the 1993 IFEPS Conference. Ken Penaluna suggested the DCS Victoria Resource centre may have a copy of the papers. Ken will contact the centre to find out if they have a copy and if so, send it to Ron to put on the website.	Ken Penaluna to contact resource centre re 1993 papers	ASAP
<b>10.</b>	<b><u>General business</u></b>  The issue of types of memberships such as individual, groups, organisations, was briefly discussed. Ken Penaluna suggested he could draft a section within the constitution about membership for the committee to comment on.	Ken Penaluna to draft section in constitution re membership	ASAP
<b>11.</b>	<b><u>Next meeting: To be advised - March or April by teleconference</u></b>		