

## **OKLAHOMA BOARD OF CORRECTIONS MEETING MINUTES**

Location: Lexington Assessment and Reception Center  
6 ½ miles East of Lexington on Highway 39  
Lexington, Oklahoma

Date/Time: Thursday, January 10, 2008 – 10:00 a.m.

### **1. OPENING AND ROLL CALL**

Vice-Chairman Earnest Ware of the Oklahoma Board of Corrections called the January 10, 2008, meeting to order at 10:10 a.m. and welcomed those in attendance. The clerk was asked to call roll. Members present at roll call reflected a quorum was present.

Robert Rainey  
Earnest Ware

Ted Logan  
Matthew McBee

Jerry Smith

Absent: David Henneke and Ernest Godlove

### **2. WARDEN'S COMMENTS**

Warden Workman was recognized for comments. Workman welcomed the Board to the facility and hoped the environment was conducive to a successful meeting. Vice-Chairman Ware responded that the facility looked great and asked that they thank the inmates who made the crafts for the Board members.

### **3. APPROVAL OF NOVEMBER 30, 2007, BOARD MEETING MINUTES**

Vice-Chairman Ware sought a motion for approval of the November 30, 2007, Board meeting minutes. Mr. Smith made the motion with a second by Mr. Logan. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

### **4. OLD BUSINESS**

None reported on agenda.

### **5. DIRECTOR'S COMMENTS/STATE OF CORRECTIONS**

- New rates for the Inmate Phone System went into effect on December 18, 2007. The rate is \$3.60 for a 15 minute call anywhere in the US. This is significantly lower than in the past and it was the agency's goal to do that. We believe the change is a positive one benefiting the offenders and their families.
- An RFP for a consultant to contract with a qualified vendor to provide consultant services to perform an analysis of the offender management system and environment at the DOC was sent to Central Purchasing for processing. The agency is antiquated and is taking a proactive approach on how best to upgrade the system.
- Graduation for Youthful Offenders' Trade School was held at Francis Tuttle Vo-Tech on December 20, 2007. Nineteen graduated from this class.

- The 3<sup>rd</sup> Annual Re-entry Conference was held on December 4-5 in Norman. It was an excellent conference, very well attended, with some dynamic speakers. Ms. Mahaffey and her staff did an outstanding job in coordinating the conference, as well as Mr. Hines as Master of Ceremonies.
- An eight-man community service crew has been provided to Central Services since December 11, 2007, to assist with debris removal associated with the ice storm of December 9-10, 2007.
- The agency continues to purchase FEMA trailers left over from Katrina. Two (2) FEMA trailers were received by the Southwest District and have been set into permanent locations for purposes of converting office space into bed space.
- Quality Assurance is presenting a workshop during the American Correctional Association 2008 Winter conference entitled, "Quality Assurance in Corrections; An Innovative Approach to Self-Examination."
- The agency has once again requested a Reentry Initiative Assistance Grant from the Bureau of Justice. If approved, the grant would support a dedicated program of reentry using the wraparound model in conjunction with faith and community-based organizations in Tulsa.
- The Inmate Council at Jess Dunn Correctional Center sponsored a fundraising project for the chosen "Broken Arrow Angel" who was assaulted in September. Over \$600 was raised for the child's family.
- Contract monitors are currently screening approximately 360 California inmates in preparation for a shipment of inmates to arrive on February 7, 2008, at the North Fork Correctional Facility.
- Earlier this past week the department suffered great losses, that being the unexpected deaths of Sergeant Noah Bill Tosh from John Lilley Correctional Center and long term employee Charlotte Forh. Sergeant Tosh became ill on the job and was medi-flighted to Tulsa. He passed away due to an acute case of pneumonia. Ms. Forh died at work of a massive heart attack. They will be deeply missed.

Director gave compliments to MGT of America for an objective and detailed audit and provided the following PowerPoint presentation of the audit results and recommendations. He noted that one of the MGT recommendations was to abolish the Board in its current capacity related to their ability to set policy and procedures and hire/fire and set the salary of the director. This recommendation is contrary to reports from the VERA Institute and PREA Commission who support more oversight for the agency.

# *MGT Audit Results*

Presentation to Board of Corrections  
January 10, 2008

**The MGT Audit resulted in 141 recommendations,  
which may require the following actions:**

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□ Statutory Requirement	(17)
□ Funding Requirement	(40)
□ Department of Mental Health & Substance Abuse Coordination	( 7)
□ Criminal Justice Resource Center Coordination	(14)
□ DOC Coordination	(62)
□ Other	( 1)

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- 41<sup>st</sup> lowest per diem = 33% below national average
  - Highest ratio of inmate to correctional officer
  - Lowest medical cost
  - Only state correctional system to reduce spending from 2002-2005

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- Less admin staff now than in 2002 - at 5-7% of the lowest in the nation
  - Applied EBS in Probation and Parole
  - Most liberal halfway house criteria in the nation
  - Private prison vs. state prison costs

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- "The DOC is cost efficient by virtually every objective measures of unit cost or staffing ratio."



## Major Topics and Areas Reviewed in this Report

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- Analysis of prison system population projections;
- Review of the present and proposed capacity of the DOC;
- Analysis of the impact and effectiveness of the drug courts as it relates to prison population growth;
- Analysis of the effectiveness of the DOC classification process;
- Review of the need to expand the community correctional center and halfway house capacities;
- Preliminary analysis of the community sentencing program;
- Analysis of the DOC budget including accountability, structure, management, and projection of needs;
- Use of jails as a component of the DOC capacity; and
- DOC governance structure



## Inmate Population Growth Will Continue

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- ❑ The DOC prisoner population will grow from approximately 25,000 today to nearly 29,000 by fiscal 2016.
- ❑ Virtually all of the projected growth is a consequence of longer periods of imprisonment associated with the “85%” sentencing laws, accompanied by a very low parole grant rate.
- ❑ The commitment of low-level, nonviolent offenders to the prison system is not a significant factor in the state’s increasing inmate population.
- ❑ The Criminal Justice Resource Center’s approach to developing population projections can be improved but is fundamentally sound and provides a realistic forecast of the prison population growth, given the current criminal justice policies of the state of Oklahoma.
- ❑ The existence of the drug courts and community sentencing are not projected to impact these estimates.



## Future Projected Growth

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1. Prison, parole and probation populations are all expected to increase both long and short-term.
2. The increase in the prison population is being largely driven by a longer length of stay and not increased admissions which are flat.
3. The major reasons for the longer lengths of stay are:
  - ❑ 85 percent laws
  - ❑ Historically low parole grant rate



## The Department Requires Additional Prison Capacity

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- To keep up with the population growth, the DOC must either expand its present capacity of 24,845 to over 28,872 beds by fiscal 2016, or implement other program alternatives that will slow the projected growth.
- The department has developed a capacity expansion plan that adds 3,769 beds to the prison system over the next four years. This plan appears warranted and appropriate.
- The state should commission a formal engineering and architectural master plan of the department's facility and bed needs that will specifically determine the optimal type and location of proposed new system capacity, as well as the costs and benefits of expanding current facilities versus construction of new institutions.



## Prisons Experience Significant Problems With Staffing and Deteriorating Physical Plants

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- Officer staffing in department institutions is below advisable levels at many institutions due to budget policy, officer recruitment problems, and high staff turnover rates.
- Several facilities require additional funded positions to operate safely.
- The prevalence of serious physical plant/infrastructure deterioration in DOC facilities presents a tremendous challenge to the department. Existing conditions at some facilities place the health and safety of staff and inmates at risk.



## Prisons Experience Significant Problems With Staffing and Deteriorating Physical Plants

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- Department institutions experience elevated levels of inmate violence. The state has one of the highest levels of inmate homicides in the nation. The department's lack of a coordinated approach to addressing inmate gangs and lack of sufficient maximum-security bedspace handicap management efforts to address inmate violence.



## State Budgeting Practices Have Impaired Department Operations and Diminished Accountability

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- The longstanding practice of partially funding the department's annual budget needs does not represent effective public policy.
- Without a full-year funding plan, the department juggles resources in available accounts to address its needs, intentionally reducing staffing below desired levels in order to create budgetary flexibility.
- Without a realistic spending plan, the department cannot be held accountable for complying with the agreed budget allocations.
- The legislature and the department should work together to develop a realistic agreement on the department's annual budgetary requirements that is fully funded in the annual appropriations process.



## State Budgeting Practices Have Impaired Department Operations and Diminished Accountability

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- Supplemental funding requests should be reserved for unforeseen emergencies or developments not specifically addressed during consideration of the department's appropriation request.
- Appropriation bills should establish funding allocations for major operational and program components of the department.



## Fully Fund DOC Operations and Establish Systems for Accountability

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- Fund a full-year budget with clear assumptions on population, capacity, staffing, capital projects, and programs.

## Are There Significant Savings That Can Be Achieved in Current DOC Operations?

- Operational staffing is generally at bare bones levels. Significant reductions have been implemented over the last seven years.
- Contract rates for prison beds are extremely low. Pressure to increase capacity will force spending on contract beds up.
- The department has been unable to make reasonable investments in infrastructure and equipment resources in recent years. There is a large pent-up demand for spending in these areas.
- Organizational or program realignment may be feasible, but will achieve relatively minor savings.

## Potential Savings Identified In the Report Total \$55 Million

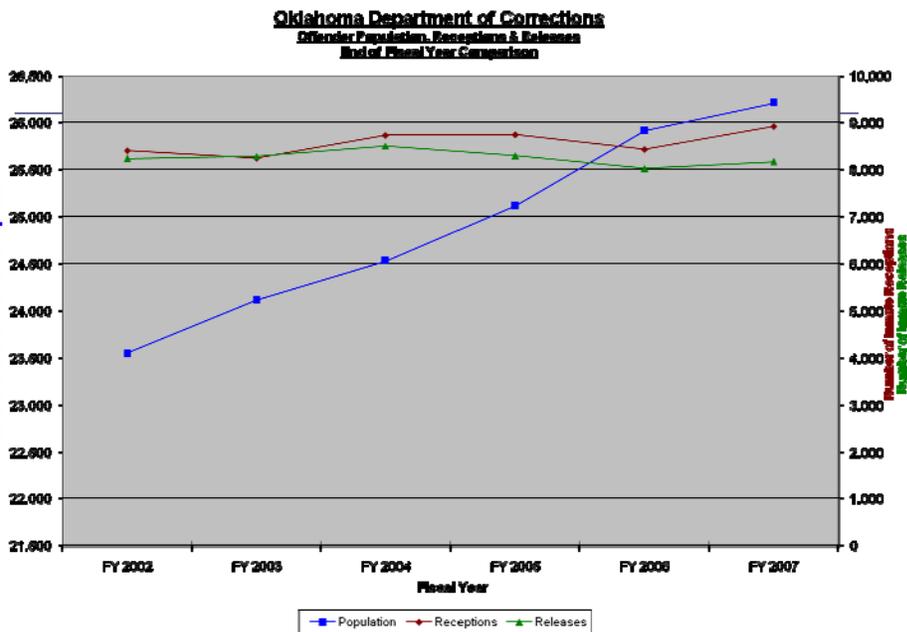
### Direct Cost Savings Recommendations: \$55 Million

Recommendation	(thousands)	Implementation Issues
<ul style="list-style-type: none"> <li>• Remove governor from routine review of all parole cases</li> </ul>	\$ (40,734.4)*	Statutory/constitutional changes
<ul style="list-style-type: none"> <li>• Require a prior felony conviction for Drug Court</li> </ul>	\$ (6,000.0)	Statutory changes
<ul style="list-style-type: none"> <li>• Change medical provider network</li> </ul>	\$ (5,133.0)	DOC medical provider contract change
<ul style="list-style-type: none"> <li>• Eliminate CSSP reimbursement program</li> </ul>	\$ (1,350.0)	Statutory changes
<ul style="list-style-type: none"> <li>• Eliminate medical claim payment errors</li> </ul>	\$ (1,135.0)	Administrative change in DOC claims processing
<ul style="list-style-type: none"> <li>• Eliminate Community Sentencing Division</li> </ul>	\$ (125.0)	Statutory changes
<ul style="list-style-type: none"> <li>• Abolish OK County Residential District</li> </ul>	\$ (100.0)	DOC administrative action
<b>Total Savings</b>	<b>\$ (54,577.4)</b>	

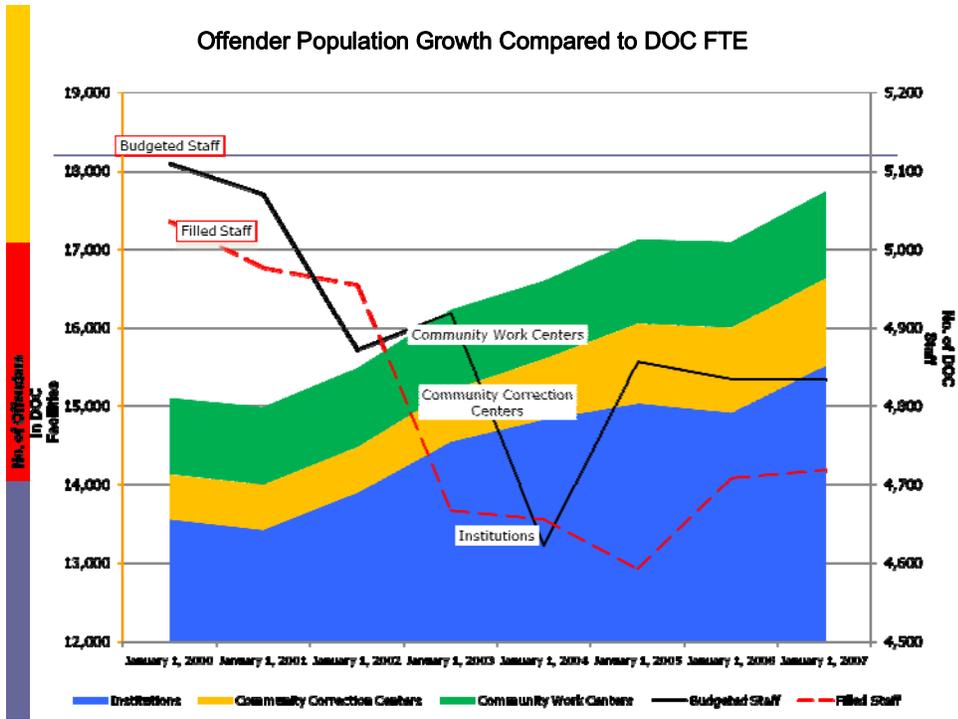
## The Report Also Identifies \$25 Million In Recommended New Spending

### Additional Spending Recommendations: \$25 Million

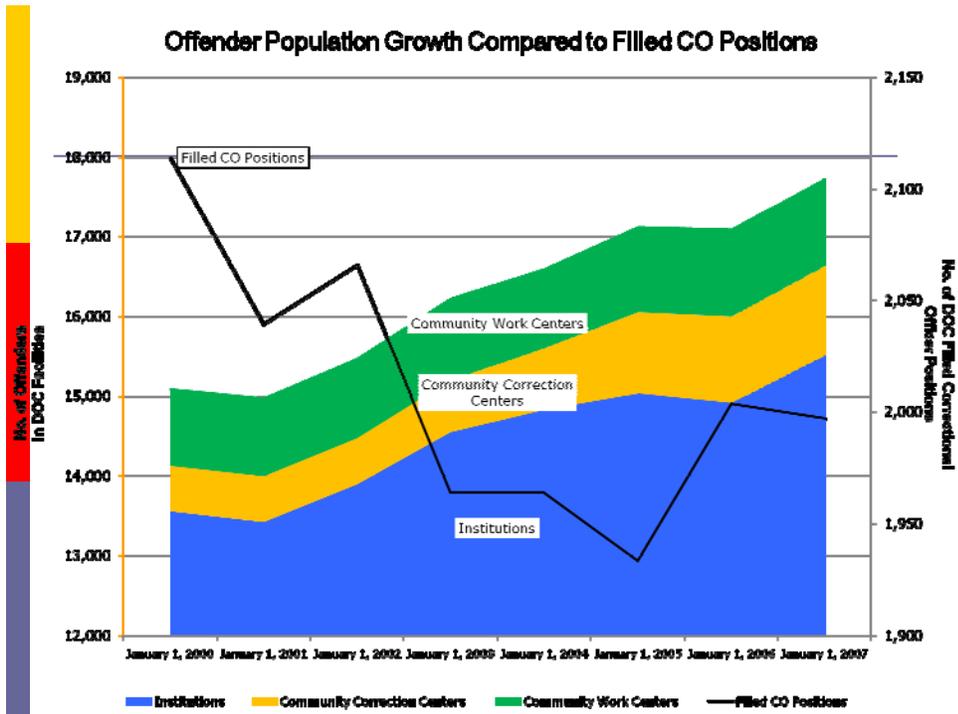
Recommendation	(thousands)	Implementation Issues
Contract for 660 maximum-security beds at the CCA Davis facility	\$ 13,972.0	DOC contract
Budget 48 medical care positions	\$ 3,662.0	DOC recruitment
Budget 50 additional PPO's	\$ 2,599.0	DOC recruitment
Budget 42 additional correctional officers	\$ 1,771.0	DOC recruitment
Assume county jail medical expenses for state inmates	\$ 1,400.0	Statutory changes
Budget 13 mental health positions	\$ 991.8	DOC recruitment
Engineering/architectural facility master plan	\$ 500.0	DOC contract
IT study	\$ 150.0	DOC contract
STG system development	\$ 50.0	DOC contract
<b>Total</b>	<b>\$ 25,095.8</b>	

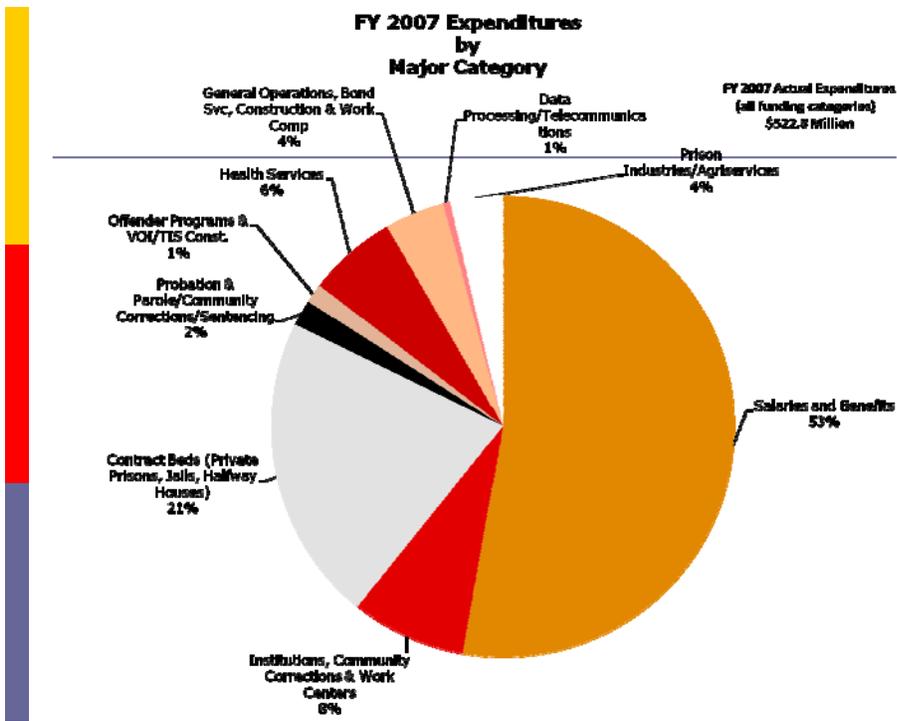


Offender Population Growth Compared to DOC FTE



Offender Population Growth Compared to Filled CO Positions





- U.S. is 5<sup>th</sup> of world's population but 25% of world's incarceration.
- 1.5 million in state/federal prisons
  - 750,000 in jails
  - Crime rate is same as in 1973
- Current rates = 1/3 of black males 1/6 of Latino males 1 in 17 white males will do time in their lifetime

**6. APPROVAL OF RESOLUTION**

- Commending Staff for Professional Excellence

Vice-Chairman Ware asked Ted Logan to read a resolution commending staff for their professional excellence in support of the recent MGT audit. It was with great pleasure that Mr. Logan read the following:

*WHEREAS, in July 2007, the leadership of the Oklahoma State Legislature mandated a comprehensive performance review be conducted of the Oklahoma Department of Corrections; and*

*WHEREAS, MGT of America, Inc. was contracted to conduct the audit; and*

*WHEREAS, after months of interviews with staff, external stakeholders, analysis of data, review of documents and personal observations of the operations of the Oklahoma Department of Corrections, a final report was issued to Legislative Leadership on December 31, 2007; and*

*WHEREAS, it was noted by the MGT team of auditors that they were impressed by the professionalism, enthusiasm, innovativeness, cooperativeness, and commitment to excellence by staff at all levels of the Department; and*

*WHEREAS, it was further noted that the Director and employees of the Department of Corrections willingly and actively participated and supported the audit, which helped facilitate their review and conclusion of a final report in a timely manner:*

***BE IT THEREFORE RESOLVED, that the Oklahoma Board of Corrections does hereby recognize and commend Director Jones and all of the employees of the Oklahoma Department of Corrections for their professional excellence, which has enhanced and confirmed the agency's position as being the best of the best in the nation. Congratulations on your achievement!***

***ADOPTED this 10th day of January, 2008.***

In appreciation, the Board gave staff a standing ovation.

Vice-Chairman Ware sought a motion for approval of the resolution. Mr. Rainey made the motion with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

Vice-Chairman Ware took a moment to recognize Representative Billy who was in the audience and thanked her for coming. She stated she was in attendance to learn.

**7. APPROVAL OF RESOLUTION**

- Supporting Agency's Funding and MGT Audit Results

Robert Rainey read the following resolution and asked for Board approval on behalf of the Budget Committee.

*WHEREAS, the Oklahoma Department of Corrections is a diverse and complex statewide operation consisting of: (1) 17 minimum through maximum security*

*correctional facilities; (2) 22 community corrections level facilities, all that function 24 hours a day, seven days a week; (3) statewide probation and parole functions, including probation and parole districts and community sentencing programs; (4) statewide Correctional Manufacturing and Agri-Services units that generates food provisions, a revenue-generating manufacturing and service operation; (5) a sizeable offender educational program; (6) medical and mental health services for the individuals in the custody of the department; (7) comprehensive administrative support functions for the department, as well as administration; (8) a workforce of 5,894 employees, of which 4,833 are funded; and (9) a total fiscal responsibility of over \$500 million; and*

***WHEREAS***, *the Oklahoma Department of Corrections has been under funded during each regular legislative session, and was forced to operate knowing that supplemental requests will be required for nine (9) of the past eleven (11) years; and*

***WHEREAS***, *the Oklahoma Legislature directed in July 2007 that MGT of America, Inc. (a nationwide firm with specialists in corrections, law enforcement, and public safety) conduct a comprehensive, independent efficiency audit of the Oklahoma Department of Corrections; and*

***WHEREAS***, *MGT auditors determined that Legislative deficit funding, and the resulting speculative supplemental funding promotes operational inefficiencies, resulting in an inability to plan for proper staffing and operational needs; and*

***WHEREAS***, *the American Correctional Association and MGT Auditors report that Oklahoma continues to maintain correctionally inappropriate staffing levels due to funding and salary deficiencies, resulting in difficulty with recruitment and retention; and*

***WHEREAS***, *the Oklahoma Department of Corrections is consistently burdened with legislatively created mandates that remain unfunded; and*

***WHEREAS***, *MGT definitively found that “the Oklahoma Department of Corrections is cost-efficient by virtually every objective measure of unit costs or staffing ratios;” and*

***WHEREAS***, *the Oklahoma Legislative funding deficits identified by the MGT Audit should be immediately cured; and*

***WHEREAS***, *the Oklahoma Department of Corrections is expected to provide effective programs and positive, measurable outcomes for persons not receiving such services from other governmental agencies; and*

***WHEREAS***, *MGT’s finding that such unacceptable Legislative underfunding has caused the pervasive decay and condemnation of physical infrastructure to such an extent that public safety is compromised; and*

***WHEREAS***, *the Oklahoma Department of Corrections offender population ranks among the highest in the United States (1<sup>st</sup> in the incarceration rate of women and 3<sup>rd</sup> for men per capita), and has risen every year without adequate funding and/or curative legislation:*

***BE IT THEREFORE RESOLVED***, *that the Oklahoma Board of Corrections respectively encourages the Oklahoma Legislature and Governor of State of Oklahoma to*

*immediately approve adequate funding during the FY 2009 Session of the Oklahoma Legislature to:*

- *Ensure adequate staffing levels are maintained at facilities and in the community*
- *To have the ability to adequately recruit and retain staff at all levels*
- *To provide programming to reduce recidivism*
- *To provide services to maintain the system's constitutionality*
- *To capitalize and provide adequate infrastructure so as to not compromise public safety*
- *To support, via legislation and sufficient funding, the recommendations of the MGT Audit*

***ADOPTED this 10th day of January, 2008.***

Mr. Rainey commented that the agency has a long history of being underfunded and that the agency's mission is not a popular one. If DOC is forced to continue on the course of underfunding, serious consequences will be inevitable. He is proud of all DOC staff and the fact that the legislature asked for the audit and didn't take it out of DOC's budget. He is hopeful that the legislature can take the information and learn to be statesmen and not politicians.

Mr. Smith made the comment that as a former member of the legislature dating back to the 70's and 80's, he did not want to see a repeat of the Bobby Battles case come back with federal court intervention on the agency. Mr. Rainey said that federal court litigation is highly distracting to the mission of the organization and is extraordinarily expensive.

Vice-Chairman Ware sought a motion for approval of the resolution on supporting the agency's funding and MGT audit results. Mr. Rainey made the motion with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

## **8. POPULATION UPDATE**

Chief of Operational Services Ken Klingler presented the following population update as of January 7, 2008: Total System Inmate Population = 25,122; Total Incarcerated Population = 24,223; DOC Facility Population = 17,734; Private Prison Population = 4,564; County Jails with Contracts = 627; County Jail Backup = 1,190; Halfway House Population = 1,298; Probation = 27,678; Parole = 3,626; and Total System Population = 56,426.

There were no questions from the Board.

## **9. BUDGET UPDATE**

Chief Financial Officer Jim Harris provided the following budget update.

The trending report in the Board packets cover expenditure trends for the first four months of the FY 2008 fiscal year. He referred the Board to the summary spreadsheet on page 4.

### **Payroll Expenditure Trends**

The FY 2008 BWP budgeted staff at 82% of the department's authorized level 4,833.5 FTE. As of the end of November there were 4,693 filled staff positions representing a 79.6% actual FTE level. This lower than budgeted staffing level has resulted in reduced expenditure trends. This continuing lower than budgeted staffing level combined with the \$3 million excess benefit allowance budget identified in the September trending report has resulted in approximately \$6.4 million in accrued excess payroll budget that is now available to offset the existing department contract bed deficit.

### **Contract Bed Expenditure Trends**

The contract bed expenditure trend deficit decreased from \$37.5 million as of the end of October to \$33.4 million as of 11/30/2007. This reduced contract bed deficit is a direct result of the application of \$3.4 million in FY 2007 carry over funds to the contract bed activity budget and cumulative expenditure payouts that are just slightly below budgeted capacity levels. Combining the contract bed deficit with the accrued to date payroll excess, the deficit is now around \$27.1 million.

### **Medical Services Expenditure Trends**

The combined medical services expenditure trends of \$33.7 million is pretty close to the \$33.3 million combined medical services budget.

### **In Summary**

Based on end of November expenditure trends, the department's current budget deficit – net of accrued payroll excess – is now projected to be \$27,442,878. Further deficit reductions are expected if filled FTE levels continue to average below the 82% budgeted FTE target.

There were no questions from the Board.

## **10. ADOPTION OF AVERAGE DAILY RATE PER INMATE**

Mr. Harris presented the average daily rate per inmate for adoption by the Board.

Statute (O.S. 74 § 561.1) requires the BOC to review and approve for the immediate preceding fiscal year an average daily cost per inmate by facility category (maximum, medium, minimum and community). The report in the BOC packet provides comparative data for FY 2007 budgeted and actual per diem rates. It also provides comparative information to FY 2008 BWP average per diem rates.

In general actual expenditure per diem rates were slightly below budgeted rates for FY 2007 (maximum and community being the exceptions) which reflect the fact that average department filled FTE levels were less than budgeted FTE levels for the entire year. Community facilities were the major exception here in that community FTE levels were consistently above budgeted levels for the entire fiscal year.

The higher cost of DOC male medium security beds (\$54.99 per day) when compared to private prisons (\$48.85) is directly attributable to the higher cost of state mandated employee benefits and less efficiently designed facilities with high operating costs as discussed in the MGT report. On average, state employee benefits were around 48% of the average salary for FY 2007 and are almost 53% for FY 2008. Since payroll represents almost 53% of total agency costs – higher benefit costs when combined with less efficiently designed and older facilities help to explain some of the raw cost advantages that current private facility per diem rates offer the state. Much of the department's high employer benefits cost is due to employer retirement system contributions which in FY 2007 were 12.5% and are 13.5% for FY 2008. State employer health insurance costs are also significant because of the dependent benefit allowance and significant increase in FY 2007 with an average cost per employee around \$8,766. FY 2008 benefit allowance cost increases were more modest.

As the MGT report suggests, the current per diem rate advantage that private prisons offer the state of Oklahoma is likely to see some significant challenges over the next few years as private prisons seek to get their per diem rates in this state closer to national market trends.

Vice-Chairman Ware sought a motion for approval of the average daily rate per inmate. Mr. Rainey made the motion with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

## **11. THE INSIDE-OUT PRISON EXCHANGE PROGRAM: EXPLORING ISSUES OF CRIME & JUSTICE BEHIND THE WALLS**

Assistant Professor of Criminal Justice at East Central University Jamie Burns, Ph.D., shared with the Board what the Inside-Out Prison Exchange Program was about.

The Inside-Out Exchange Program was developed at Temple University in Philadelphia. The original idea came from an inmate serving a life sentence in a Pennsylvania prison. The program was established to create a dynamic partnership between institutions of higher learning and correctional systems, in order to deepen the conversation about and transform approaches to issues of crime and justice. The program was piloted in 1997. Thirty-six colleges and universities have offered the course so far. The number of courses offered last year was 29 with 15 states offering the course. The number of courses expected this year is 55-60. This is the first year the course has been offered in Oklahoma. Warden Workman allowed them to have the class at Lexington this past semester.

University students are taken inside the prisons to learn about issues of crime and justice with inside student (inmates). The program is not human subject research, it's not charity or help for the incarcerated, it's not a scared straight or advocacy program, it's not a whistle blowing opportunity, and it's not a vehicle for developing relationships that extend beyond the classroom experience. The 15-week class offers the opportunity for the two groups to come together once a week to explore some of the most fundamental issues of crime and justice: what prisons are for; why people commit crime; a critical analysis of the criminal justice system; punishment vs. rehabilitation; the myths and realities of prison life; and issues of victims and victimization.

She was selected to receive the national training one year ago and teaching this course has been the most gratifying experience she ever had. The training was very intense and much of the training was conducted at a prison in Philadelphia. They talked about the Pedagogical approach, ethical issues related to how to teach in correctional facility, how to create a safe classroom space within an institution, security issues, etc. This program has been conducted in all security levels, both state and federal, as well as juvenile facilities and women facilities.

Rules and boundaries are important when you are teaching in a correctional setting. Since 1997 the program has had no security problems. First names only are used to protect both the inside and outside students; their crimes are not discussed as it is not conducive to the learning experience for this class; no flirtation or passing of notes is allowed for security issues; and no contact outside of the program.

Benefits of the program to stakeholders are in the packets for review.

Mr. Logan asked who had the hardest time adjusting. Dr. Burns replied that it was the inside students as they were outside their comfort zone. Mr. Rainey asked how this program worked mechanically and was funded. Dr. Burns explained that the outside students come to the prison and meet with the inside students once a week in the visiting room. The university pays her salary. The prison paid for the books for the

inside students and outside students paid for their own. They meet for 2 ½ hours each week for three hours college credit. They had 28 participants but lost a couple during the semester; 15 inside students and 13 university students. She would like to continue offering the course at Lexington and plans to speak to the program director on ways to expand the program in Oklahoma. Director Jones thanked Warden Workman and his staff for supporting this group. He asked Dr. Burns if East Central would entertain offering scholarships for the offenders who complete the course. She had already checked on this and was told that at this time it is not feasible as they were over their waivers, but she'll continue to work on that. Warden Workman responded to Robert Rainey's question about staff volunteering their time for this program, by saying they observe the class from behind the glass for security reasons but in order for the course to be effective they had to give them autonomy. It's benefiting the facility as far as recruitment and public opinion. Local students have indicated to him when they see him on the street that the class has changed their opinion of what prison is all about. Vice-Chairman Ware asked about the breakdown of participants. Warden Workman said they concentrated on medium security inmate inmates because it was felt there were already more programs for the minimum structure.

## **12. FY 2007 FEMALE OFFENDER WORK SUMMARY**

Deputy Director Debbie Mahaffey presented the FY 07 Annual Work Summary for Female Offenders. It covers the timeframe from July 1, 2006, through June 30, 2007.

- Oklahoma remains #1 in the incarceration of women per capita, with 129 incarcerated per 100,000 population.
- As of June 1, 2007, there were 2,561 women incarcerated in the Oklahoma DOC population. A total of 5,847 were on probation and 585 were on parole.
- The Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) received funding from the legislature to hire three Integrated Services Discharge Managers to facilitate reentry planning and coordination of services for seriously mentally ill offenders into the community. One of the Integrated Services Discharge Managers is assigned to the Mabel Bassett Correctional Center.
- The ODMHSAS also received funding for three Co-Occurring Treatment Specialists to be located within DOC facilities for the purpose of providing additional mental health services to offenders with co-occurring mental illness and substance abuse disorders. Services are being provided at Hillside, Mabel Bassett and Kate Barnard.
- The Oklahoma Commission on Children and Youth continued to address the status of the incarcerated women and their children in Oklahoma per Senate Joint Resolution 48, which was passed in 2004. A follow up study was conducted last year with results to be issued early this year.
- A request for Technical Assistance from the National Institute of Corrections was approved for a review of all aspects of incarceration of women by "System Mapping" the Oklahoma Criminal Justice System for Women.
- Phase I Sex Offender Treatment was implemented by mental health staff at MBCC utilizing a gender-specific, cognitive-behavioral curriculum. At the end of the fiscal year, six females were enrolled.
- Recognizing the need to effective programs that contribute to the development of pro-social behaviors the Faith and Character-Based Program was implemented at MBCC in March 2007. The housing unit was renamed the Beverly Young Faith and Character Unit because of her dedication to female offenders during her 12 year tenure with the Oklahoma Board of Corrections.
- A transition coordinator was assigned to work with female offenders at MBCC through the wraparound model. This is an intensive reentry effort designed to create support systems

- for high risk offenders immediately prior to being released and after release from prison.
- The United States Census Bureau, 2006 American Community Survey ranks Oklahoma as #6 in the percentage of grandparents responsible for their grandchildren. A pilot “Grandparent Advocacy” class was created for relatives raising the children of incarcerated women.
- The agency’s policy was revised to allow pregnant women who are classified as Community eligible, to reside in a Community Corrections Center with the approval of Medical Services. There were 44 births and on average 18 females were pregnant at any given time.
- 155 women passed the GED with a pass rate of 79%.
- 1,474 were involved in educational courses during the period.
- 225 participated in CareerTech.
- The curriculum for working successfully with female offenders was revised and 117 employees completed the course.
- The highest number of chronic illnesses for incarcerated women were: asthma and hypertension.
- 753 women were on psychotropic medications.
- 47% of the women incarcerated have a controlling case for drug or alcohol offenses. 53% of the releases have controlling cases for drug or alcohol.
- Tulsa and Oklahoma County account for 49% of female prison receptions.
- Women made up 20% of parole revocations.
- The survival rate for women released for FY 04 after 53 months was 75.77%.
- 32% of persons sentenced to community sentencing were female. 66% of those were sentenced for drug or alcohol crimes.
- Average LSI score for females is 24.93%.

### **13. APPROVAL OF BOARD POLICY**

- **P-150500, “Five Year, System Wide Capital Improvement Program”**

Associate Director Edward L. Evans submitted P-150500 for Board approval. This policy requires the department to implement a system wide capitol improvement program to ensure compliance with applicable regulatory agencies in environmental health, fire and safety. He advised the Board of the following changes:

- Name of Chair was changed
- Name of Vice-Chair was changed
- Changed inmate to offender

Vice-Chairman Ware sought a motion to approve P-150500. Mr. Smith made the motion followed with a second by Mr. Logan. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

### **14. APPROVAL OF BOARD POLICY**

- **P-160100, “Purpose and Function of Probation and Parole”**

Director Jones submitted for approval P-160100 and advised the changes to this policy were as follows:

- Name of Chair was changed
- Name of Vice-Chair was changed
- Language changes were added that are more conducive to Evidence Based Supervision in reference to the responsibilities of Probation and Parole

Mr. Rainey stated for clarification that items 13, 14 and 15 were all reviewed by the Executive Committee and recommended approval.

Vice-Chairman Ware sought a motion to approve P-160100. Mr. Smith made the motion followed with a second by Mr. McBee. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

**15. APPROVAL OF BOARD POLICY**

- **P-010300, “Mission and Organization of the Oklahoma Department of Corrections”**

Director Jones submitted for approval P-010300 and advised the changes to this policy were as follows:

- Name of Chair was changed
- Name of Vice-Chair was changed
- Language change on reviewing organizational charts and staff positions
- Language change to add goals and management strategy so that department operations would be consistent with the driving goals and principles of the agency

Vice-Chairman Ware sought a motion to approve P-010300. Mr. Smith made the motion followed with a second by Mr. Logan. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

**16. COMMITTEE REPORTS**

Vice-Chairman Ware asked if there were any committees that wished to report.

Budget Committee: No report

Female Offender Committee: No report

Legislative Committee: Neville Massie reported that as of yet there was no pending legislation based on the MGT audit.

Population/Private Prison Committee: No report

Public Affairs/State Boards Interface Committee: No report

Executive Committee: No report

**17. NEW BUSINESS (“ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF POSTING.” 25 O.S. § 311)**

None

**18. ANNOUNCEMENTS**

None

**19. ADJOURNMENT**

Vice-Chairman Ware sought a motion to adjourn. Mr. Rainey made the motion followed with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, absent; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

Meeting adjourned at 11:48 am.

I hereby certify that these minutes were duly approved by the board on this 13<sup>th</sup> day of February, 2008, in which a quorum was present and voting.

Approved by:

\_\_\_\_\_  
Secretary of the Board

Date: February 13, 2008

Submitted by: \_\_\_\_\_  
Minutes Clerk