

OKLAHOMA BOARD OF CORRECTIONS MEETING MINUTES

Location: James Crabtree Correction
Third and Murray
Helena, Oklahoma

Date/Time: Friday, September 12, 2008 – 1:00 p.m.

1. OPENING AND ROLL CALL

Chairman Earnest Ware of the Oklahoma Board of Corrections called the September 12, 2008, meeting to order at 1:03 p.m. and welcomed those in attendance.

The clerk was asked to call roll. Members present at roll call reflected a quorum was present.

Ernest Godlove	David Henneke	Ted Logan
Robert Rainey	Earnest Ware	

Absent: Matthew McBee and Jerry Smith

2. WARDEN'S COMMENTS

Warden David Parker welcomed those in attendance and expressed what an honor it was to host the Board of Corrections meeting. He provided some history of the facility. OSP holds the title of the oldest prison in the state, but JCCC is considered the oldest facility in the state. In 1904 it was a high school; in 1910 it was Cornell State University of Agriculture; in 1918 it was deeded to the town of Helena and converted into a high school once again; in 1923 the State of Oklahoma assumed control of the facility and converted it into an orphanage until 1947 where it remained vacant for many years; in 1957 a crew of offenders from Stringtown came to Helena and revamped the facility at which time it was turned over to the Department of Human Services and known as the Helena State School of Boys; and in 1982 it became property of DOC. He thanked his staff for putting together the lunch and the things they do each day to ensure the mission is upheld.

Chairman Ware said it is refreshing to hear inmates say they'd rather be at this facility than any other and that is a tribute to the warden and his staff.

3. APPROVAL OF JULY 10, 2008, BOARD MEETING MINUTES

Chairman Ware sought a motion for approval of the July 10, 2008, Board meeting minutes. Mr. Henneke made the motion with a second by Mr. Rainey. Results of roll call: Mr. Godlove, yes; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, absent; Mr. Smith, absent; Mr. Rainey, yes; and Mr. Ware, yes.

4. OLD BUSINESS

None

5. DIRECTOR'S COMMENTS

Before Director Jones gave his comments he deferred to Mr. Logan to make a presentation.

Mr. Logan shared that he had attended a youth camp this summer at Fountain Head State Park. Approximately 73 kids, whose parents were either incarcerated or serving in the war, attended this year's

camp. Mr. Logan attended and was impressed with the quality of the camp and the amount of volunteers from DOC. On behalf of the Board, Mr. Logan surprised Chairman Ware with an award for him and his wife, Janice, for their efforts in organizing this youth camp, which they have been doing for several years. Chairman Ware appreciated the award but said it wouldn't have been such a success without the support of DOC because of the large number of children this year and the challenges that came with it.

Director Jones provided the following update.

- Director congratulated Warden Janice Melton, who was in the audience, on her 31st year with the agency. He and Warden Melton started working for the department September 12, 1977.
- Through a \$75,000 grant with the Kaiser Foundation and DOC's matching funds, CareerTech will be able to expand programs at EWCC. Congratulations to those who helped secure that grant and to Dom Garrison and the people from CareerTech.
- On August 2, 2008, ODOC received notice of the award of \$540,000 under 2008 Prisoner Reentry Initiative from the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The award will support the Tulsa Wraparound services.
- Another CareerTech venture has been started at MBCC. The plans are to expand and build a CareerTech at MBCC.
- There were seventeen participants in the Domestic Violence Program at Hillside.
- On July 14, 2008, staff from Central District received honorable mention (in the top 10 finalist) for the Diversion Program's cost saving presentation at the Council of State Governments/Innovations Awards 2008 at the Cox Center.
- LARC was chosen to be the first correctional facility in the state of Oklahoma to participate in the Inside Out Prison Exchange Program. The national program was founded by Lori Pompa, a criminal justice instructor at Temple University. The class consists of sixteen outside students, and sixteen inside students. The goal for the semester was for students on both sides of the wall to transform attitudes towards issues of crimes, punishment, incarceration and victimization.
- The OCI Sign Shop at MACC experienced an 8% increase in production over the same month last year. The OCI Upholstery/Chair Factory set a near record of finished goods production in the amount of \$330,641. The Garment Plant at OSR set a monthly production record of \$140,867 in finished goods.
- Davis Correctional Facility received their first maximum security offenders on August 5, 2008.
- Contract Monitors conducted a specialized inspection of the new construction, zones and fences at Great Plains Correctional Facility. Completion of new units is expected around September 5, 2008, with the facility receiving 1,200 additional Arizona offenders. Their new capacity will be 2,000.
- The Statewide Grandparents Raising Grandchildren (and other relatives as parents) Conference will be held at the New Covenant Church at 12000 N. Rockwell in OKC on October 29th and 30th. DOC is a co-sponsor of the annual event hosted by DHS.
- Rose State College continues to provide college courses for many of the institutions throughout the state. This year WSKCC joins the institutions offering college courses to the offender population.
- Dr. Mike Jackson has decided to relocate to Texas. His last day is tentatively November 30, 2008.
- Upcoming conferences and events: The 19th National Association of Blacks in Criminal Justice Annual Conference is scheduled for September 24-27, at the Doubletree Downtown Tulsa. The 22nd Annual Oklahoma Correctional Association is set for October 8-10, at the Biltmore Hotel in Oklahoma City. OCA is hosting the Board's October meeting. DOC's Annual Awards Dinner

and Training is scheduled November 6-7, at the Reed Center in Midwest City. On November 8-9, DOC is hosting the Accreditation Commissioners Meeting from the American Correctional Association. Some of their dignitaries will be attending our awards banquet.

- Since our outbreak of violence at the end of June, it's been a fairly quiet summer. Appreciation goes out to Ed Evans and Bobby Boone and their staff in changing the protocol and coming up with a process to assure the agency did not continue having outbreaks of violence at that level.
- A new position has been announced within the agency that closes September 30th, which is a Deputy Director of Female Operations. All female operations regardless of the security level will fall under this new unit. It was announced nationwide. This is not a new FTE but rather a conversion of one of the deputy director positions that was eliminated a few years ago.
- Accolades go out to Johnny Blevins and Debbie Boyer for their recent articles in the national publication of, *Corrections Today*.
- An execution is scheduled for September 25th of Jesse Cummings. Director will be out of state and Mr. Boone will be handling the execution.

6. POPULATION UPDATE

Chief of Operational Services Ken Klingler provided the Population update as of September 2, 2008. Total System Inmate Population = 25,337; Total Incarcerated Population = 24,463; DOC Facility Population = 17,889; Private Prison Population = 4,561; Total System Population = 56,674; County Jails with Contracts = 695; County Jail Backup = 1,175; Halfway House Population = 1,318; Probation = 27,494; and Parole = 3,843. Pardon and Parole Board Results = 538 considerations, 397 denials, 141 recommendations at a percentage rate of 26.21.

7. BUDGET UPDATE

Chief of Departmental Services Greg Sawyer provided the following budget update as of July 31, 2008. Payroll is showing 4,842 filled positions, which is an 82.2% fill rate. Contract beds appear to be on target where the trended expenditures are. Medical expenditures are running high. If this continues, DOC could end up with a deficit of about \$3.8M. Part of the issue reflects some of the costs of the incidents at the end of June and also Harrington costs have gone up. Mr. Sawyer cautioned that even though the agency is showing deficits on this report it's very early in the fiscal year. A few months down the line will give a more accurate picture of where the agency stands on its budget.

8. APPROVAL OF EMERGENCY REPAIR

General Counsel Mike Oakley indicated that recently there was a situation at LARC where a sewer leak required emergency action. The director declared an emergency and the cost of the repair was about \$4,900. Mr. Oakley stated the director has approving authority for up to \$25,000, but that statute allows approval for up to \$35,000 upon a 2/3 majority vote of the Board. He requested the Board vote to raise the amount to a \$35,000 limitation for the director to declare an emergency. The director noted that once the Board gives the approval to increase the limit, it will be reflected in policy.

Chairman Ware sought a motion for approval to increase the dollar limit by which the director could declare an emergency to \$35,000. Mr. Henneke made the motion followed with a second by Mr. Godlove. Results of roll call: Mr. Godlove, yes; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, absent; Mr. Smith, absent; Mr. Rainey, yes; and Mr. Ware, yes.

9. APPROVAL OF BOARD POLICIES

- **P-010100, System of Manuals, Handbooks and Monitoring Procedures**
- **P-080100, Mission and Management of Correctional Industries**
- **P-010200, Operating Procedures and Policies for the Oklahoma Board of Corrections**

Director Jones said that P-010100 and P-080100 were reviewed in the Executive Committee conference call last week. Neither contains any substantial language changes and he recommended approval of both policies. P-010200 had been posted on the BOC website for final review. Ms. Ramsey had made changes requested by the Board and it was believed to be ready for final approval.

Chairman Ware sought a motion for approval of all three Board policies. Mr. Henneke made the motion followed with a second by Mr. Rainey. Results of roll call: Mr. Godlove, yes; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, absent; Mr. Smith, absent; Mr. Rainey, yes; and Mr. Ware, yes.

10. OK HEALTH AND WELLNESS REPORT

Personnel Administrator Linda Parrish reminded the Board that about a year ago a representative from the Employee Benefits Council spoke at one of the Board meetings and explained the benefits of the OK Health Program. On July 1, 2007, DOC began providing incentive payments to employees who participated in the OK Health Program. DOC is currently providing payments at the gold level, which is the highest level possible. The total per employee amounts to \$500 who complete that program. The employee receives \$100 when they complete the enrollment process, which includes a doctor's visit and lab work, which is at no cost to the employee. The employee receives \$175 when they complete their 12 week follow up evaluation. A final payment of \$225 is provided at the completion of the year long program. Throughout the year, the employee develops health goals and works with a mentor that is assigned to them by the Employee Benefits Council. Ms. Parrish referred to information in the Board packets. In the 1st quarter, 19 employees participated, 66 participated in the 2nd quarter and 30 and 31 participated in the 3rd and 4th quarters. In FY 2008, a total of 11 employees completed the program. In addition to the OK Health Programs, DOC distributes health and wellness materials to facility wellness coordinators. There are 14 facilities that have workout centers with a variety of exercise equipment. Employees in the building started an at-work Weight Watchers program. Sixteen enrolled in the 1st round and lost a total of 240 pounds. The 2nd program started in July with 22 employees participating. So far they have lost a total of 82 pounds. A Health and Wellness Fair is held twice a year at the Hillside Community Corrections Center and the fair includes a healthy breakfast and vendors who provide health information and free samples, screenings, and in the fall they have low cost flu shots.

Mr. Henneke was disappointed there was not more participation in the program. Ms. Parrish indicated that it takes a year to complete the program so there will be a larger number of completions from the 66 that enrolled in the 2nd quarter.

Mr. Godlove asked about the statistics of participants between men and women. Mr. Parrish will ask Employees Benefits Council if they can provide us that break down information.

Mr. Logan asked if it was felt the agency was getting cooperation to implement this program. Mr. Parrish said they haven't encountered any problems or reports that employees weren't allowed to talk to their mentor.

11. PROGRAM UPDATE

• Prevention and Relationship Enhancement Program

Chaplain Kathy McCollum provided the following update on their Prevention and Relationship Enhancement Program (PREP). It is one of the most powerful programs they have and is conducted in most all facilities in the state.

Beth Clemens with the Oklahoma Marriage Initiative (OMI) handed out research materials to the Board. One of the materials was a research brief that was produced by the Assistant Secretary for Planning and Evaluation. The brief looks at historically what this program has been in Oklahoma. It was the first state to implement something like this on a statewide scale. Since 2007, more than 1,850 have participated in the program. The other document is a research report called PREP Inside and Out: Marriage Education for Inmates. A researcher from the University of Denver has collected pre and post tests from participants in workshops and analyzed the data. The impact was positive. Data continues to be collected as more participants continue to go through the programs. A film was shown on the PREP program that had been filmed at JHCC about a year ago. They are hoping to distribute the film to others nationwide to give folks an idea of what the relationship skills program can be like for inmates and get them more informed with what is going on in Oklahoma.

Chaplain McCollum shared that PREP came up with a program geared toward women who are incarcerated called, *Within My Reach*. Mr. Henneke asked if PREP and Within My Reach teach the same things. Chaplain McCollum indicated Within My Reach is more in depth in the relationship section, but it incorporates the classic PREP skills. This program has been life changing for women in DOC and she has a waiting list of about 200 women wanting to take the class. Ms. Clemens indicated that the Within My Reach curriculum was an adaption of the classic PREP curriculum and it really is a good fit for females. What OMI is working on now is to introduce another PREP adaption that would focus on male inmates, specifically about relationships they are encountering in the prison setting to better prepare them in addressing relationship issues on the outside.

Chairman Ware asked if the Oklahoma Marriage Initiative had a program in place for high school age children. Ms. Clemens responded that yes, they have partnered with some of the high schools and are offering a curriculum called *Connections*, specially tailored to that population. Nationally, the Dibble Institute is also doing youth relationship education and they have some of that funding to partner with Oklahoma as well as other states.

Leo Brown reported the program ranges from 6-12 weeks. All chaplains when hired are put through the next available PREP training so they can offer it. There are also volunteers who are trained to teach PREP at facilities as well. Mr. Henneke asked if they were able to at some point get with their significant other for the couples workshops. Leo Brown said they were working on that and currently they have arranged couples workshops at JHCC and a couple other locations. Mr. Brown said they had excellent cooperation from the OMI in that when male offenders are going to the PREP program, they work with the OMI to get the partner on the outside into a program that is being offered on the outside.

12. DOCUMENTARY PRESENTATION – EMPOWERING THE YARD

• A Five Film Series About Women and HIV/AIDS

Director Jones conveyed the film about to be shown was a public service broadcast system documentary on HIV awareness filmed in Oklahoma. It is unedited and has received national accolades and awards. A premiere for this documentary was held in Tulsa and Ms. Young, a former Board member, was instrumental in making this happen.

After viewing the film, it was decided to table the remaining agenda items due to the weather conditions and go straight to item 17, the adjournment.

13. COMMITTEE REPORTS

Tabled

14. A. CONSIDERATION OF MOTION TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO "TITLE 25, 307.B" FOR THE FOLLOWING REASONS:

- 1) Discussion of employment, hiring, appointment, promotion, salary, demotion, discipline or resignation of any individual salaried public officer or employee. (Director's evaluation)*

Tabled

15. 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)

Tabled

16. ANNOUNCEMENTS

Tabled

17. ADJOURNMENT

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

Meeting adjourned at 2:10 pm.

I hereby certify that these minutes were duly approved by the Board on this 8th day of October, 2008, in which a quorum was present and voting.

Approved by:

Secretary of the Board

Date: October 8, 2008

Submitted by: _____
Minutes Clerk