

## OKLAHOMA BOARD OF CORRECTIONS MEETING MINUTES

Location: Mack Alford Correctional Center  
1151 N Highway 69  
Stringtown, Oklahoma

Date/Time: Wednesday, September 15, 2010 – 1:00 p.m.

### 1. OPENING AND ROLL CALL

Chairman Logan of the Oklahoma Board of Corrections called the September 15, 2010, meeting to order at 1:02 p.m. and welcomed those in attendance.

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

David Henneke	Ted Logan	Matthew McBee	Linda Neal
Robert Rainey	Gerald Wright		

Absent: Earnest Ware

### 2. WELCOME/REMARKS

Interim Warden Anita Trammell welcomed the Board to Mack Alford Correctional Center. Mack Alford Correctional Center (MACC) houses 805 offenders in medium and minimum security levels. They own 1100 acres and lease about that much from OKC. Mr. Henneke conveyed his thanks on the wonderful food that was prepared for the BOC by the MACC staff.

### 3. OLD BUSINESS

None

### 4. APPROVAL OF AUGUST 11, 2010, BOARD MEETING MINUTES

Chairman Logan sought a motion for approval of the August 11, 2010, Board meeting minutes. Mr. Henneke made the motion with a second by Mr. Rainey. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

### 5. DIRECTOR'S COMMENTS

Director Jones provided the following update/comments:

- August 9-13, Oklahoma hosted the 65<sup>th</sup> Annual Deputy Wardens conference at Bricktown, in Oklahoma City. The majority of the department's deputy wardens were in attendance, as well as attendees from other states.
- On August 5, Dr. Jamie Burns held her first meeting with LARC offenders for the East Central University (ECU) class entitled "Inside Out." This is an ECU accredited college course that offers an opportunity for offenders (inside) and ECU students (outside) to study together. The class is in its fourth year and has been very successful in the past. The class is held one night per week in the LARC visiting room.
- On August 17, water lines were connected to the new 350,000 gallon water tower at MACC.

- On August 23, the Oklahoma Breast Care Center mobile mammogram bus visited MBCC and conducted mammograms for 44 offenders.
- OCI completed FY 2010 with ½ of 1% production hours lost to offender on-the-job accidents and zero staff lost time to on-the-job accidents, based upon 571,731 hours worked in the manufacturing shops.
- OCI/MACC operations provided 131 hours of truck and offender workers in the last 30 days to relocate State Health Department and County offices in Pittsburg and Pontotoc counties.
- Agreements were secured with the Tulsa County Health Department and the City of Altus for two large products, totaling close to \$500,000. \$400K is to furnish the new municipal building in Altus and \$100K is for modular furniture and seating with Tulsa Co Health Department.
- Remington Park purchased 222 items of Boardwalk and Park furniture, including a special prototype umbrella table. Production began on July 12 and the final delivery was completed on August 17.
- The Kaw Nation recently approved their first-ever vehicle license plate. The first order for the plates is complete and Veteran plate prototypes are also being produced.
- The contract between Cornell Companies and Arizona for housing of offenders at Great Plains Correctional Facility will expire on September 12 and will not be renewed. A Letter of Intent received from Arizona indicates a schedule for transport of offenders back to Arizona has been developed and the facility will be depopulated by November 11, 2010.
- Offenders at the Jess Dunn Correctional Center participated in and completed the first semester of course work with funding donated by Dr. Bill Cosby and Dr. Alvin Poussaint through the Carter Foundation. Reports from that first semester indicate that the ten selected recipients of Carter Foundation Funding collectively completed 39 college credit hours with a total GPA of 3.894. Students wrote thank you notes to the Carter Foundation.
- Victim Services provided a 4 hour Victim Awareness workshop at Clara Waters Community Corrections Center for the 100 Hours of Transition Program. The workshop was met with enthusiasm as offenders worked through material that helped them gain an understanding of the impact a victim experiences as they work through the aftermath of a crime. Offenders took part in guided activities, role plays and viewed video clips. They also gained helpful information through the Character Quality Discernment “understanding the deeper reasons why things happen.” This was powerful information that gives opportunity to offenders to take the principles of restorative justice and owning responsibility for their actions.
- The Faith and Character Community Program at Dick Conner Correctional Center held their annual Family Day on August 5. This is an opportunity for the family members of program participants to learn about the program, how their family member is progressing in the program and how they can help reinforce the program principals the program participants are trying to incorporate into their lives. Forty-two program participants and over 130 family members took part in the event.
- In the month of August, the Volunteer Services Unit held Volunteer Training Sessions in Tulsa and at Jackie Brannon Correctional Center in McAlester. One hundred forty seven were scheduled for volunteer training at these two locations with 106 attending and completing the volunteer training.
- On August 26, a grand opening and ribbon cutting ceremony was held at Mangum Community Work Center. Guest Representative Percy Walker and Senator Tom Ivester were among distinguished guests that addressed the crowd.
- The 4<sup>th</sup> Leadership Academy began September 9. People enrolled from the private sector and county and city government to tour DOC facilities and learn about the department through a 6 week class that meets on Thursday’s.
- The first Family and Friends Handbook has been completed and will soon be online.
- Mr. Rainey reported that he attended the premier of a film called Heaven’s Rain, in which former Director Ron Ward has a starring role. Governor Henry, his wife and former State Senator Brooks Douglas were also in attendance. Mr. Rainey was invited because his daughter was the movie

director's assistant. Former Director Ron Ward did an excellent job and made DOC look good. The movie is about an armed invasion that took place in the Brooks' home in Okarche, OK where Senator Brooks' mother and father were tragically killed in the late 1970's. Senator Douglas and his sister survived the invasion.

## **6. BUDGET UPDATE**

Chief of Departmental Services Greg Sawyer provided the following budget update.

The packet contains the expenditure trending analysis as of the end of August 2010. The agency has a \$7.2M deficit for this fiscal year. The biggest portion of the deficit is created by contract beds of \$7M. Medical is running a deficit of \$2.5M. Payroll is running a surplus of \$2.3M.

Mr. Henneke asked if we still had a hiring freeze or if we were having difficulty hiring people. Director said it's a combination of two things: The voluntary buyout (VOBO) – positions vacated via the VOBO have to remain vacate for a year or 3 year term based on who funded the buyout. Also it is difficult to get entry level correctional officers on board.

Mr. Rainey said as Budget Committee Chair, he has spoken to Greg Sawyer and they plan to have a committee meeting sometime next month.

## **7. POPULATION REPORT**

Chief of Operational Services Ken Klingler provided the Population update as of September 7, 2010. Total System Inmate Population = 25,934; Total Incarcerated Population = 24,885; DOC Facility Population = 18,293; Private Prison Population = 4,703; Total System Population = 52,783; County Jails with Contracts = 527; County Jail Backup = 1,274; Halfway House Population = 1,362; Probation = 23,416; and Parole = 3,433.

Mr. Henneke and Mr. Rainey took the opportunity to give Mr. Klingler a hard time about retiring.

## **8. APPROVAL OF CHANGE IN CAPACITY**

- **Carter Community Work Center**

Mr. Klingler requested approval to change capacity as follows:

Increase capacity at Carter County CWC formerly known as Healdton CWC by 42, raising the count from 58 to 100. We are in possession of the necessary paperwork by the State Fire Marshal for this change.

Chairman Logan sought a motion to approve both capacity changes. Mr. Henneke made the motion with a second by Mr. McBee. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

## **9. APPROVAL OF RESOLUTION**

- **Ken Klingler, Chief Operational Services**

Associate Director Ed Evans presented the following resolution and asked Mr. Klingler to come forward for the reading of the resolution.

*WHEREAS, Ken Klingler began his career with the Oklahoma Department of Corrections in 1984 as a Correctional Case Manager at Lexington Assessment and Reception Center and has served in many responsible and leadership positions to*

*include Assistant District Supervisor of District IV Probation and Parole, Deputy Warden II at Oklahoma State Reformatory, Deputy Warden III at Oklahoma State Penitentiary, Warden at Oklahoma State Reformatory, Assistant Regional Director of the West Central Region, Deputy Director of the West Central Region, and Chief of Operational Services; and*

**WHEREAS**, *Ken Klingler was a dedicated correctional professional and an effective member of executive, senior, and upper management staff, contributing immensely to the development and the enhancement of departmental policies, procedures, programs, and the overall operations of the Department of Corrections; and*

**WHEREAS**, *Ken Klingler has been a loyal and faithful public servant as demonstrated by his commitment to the department's mission to protect the public, the employee, and the offender; and*

**WHEREAS**, *Ken Klingler has been a regular presenter and tremendous support to the Board of Corrections in his capacity as Chief of Operational Services:*

**BE IT THEREFORE RESOLVED**, *that the Oklahoma Board of Corrections does hereby acknowledge the outstanding service of Ken Klingler to the Oklahoma Board of Corrections, Oklahoma Department of Corrections, and state of Oklahoma and extends to him sincere congratulations and best wishes in his retirement.*

**ADOPTED** *this 15<sup>th</sup> day of September, 2010.*

Chairman Logan sought a motion to approve the resolution. Mr. Henneke made the motion with a second by Mr. Rainey. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

Mr. Henneke reiterated key words in the resolution that were reflective of Mr. Klingler's service to the agency and thanked him for all his hard work.

#### **10. CONFIRMATION/APPROVAL OF APPOINTMENTS**

- **Anita Trammell, Warden, MACC**
- **Rodney Redman, Warden, NEOCC**
- **Teresa McCoin, District Supervisor, NEDCC**
- **Brian Thornburgh, District Supervisor, SWDCC**

Deputy Director Bobby Boone presented Anita Trammel for consideration as warden at MACC. She began her career with the department in 1982. She worked several positions in this facility; case manager, warden's assistant, case manager supervisor, unit manager and deputy warden. She has been interim warden since April 2010 and has done an outstanding job in that position.

Anita Trammell addressed the Board. She was honored and thanked the BOC and director for their confidence in her. She will do 100% every day to make them proud of the facility.

Chairman Logan sought a motion to approve Anita Trammel as warden of MACC. Mr. Henneke made the motion with a second by Ms. Neal. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

Deputy Director Bobby Boone presented Rodney Redman for consideration as warden at Northeast Oklahoma Correctional Center (NEOCC). He began his career in 1987 at James Crabtree Correctional

Center (JCCC) working his way through the ranks to chief of security. He became deputy warden at JCCC in 2005 and in March 15, 2010, became the interim warden of NEOCC. He has done an excellent job in his interim position.

Rodney Redman addressed the Board, thanking them for the opportunity. He appreciates the director, Mr. Evans and Mr. Boone's faith in him and will work hard to continue to be successful at NEOCC.

Chairman Logan sought a motion to approve Rodney Redman as warden of NEOCC. Mr. Henneke made the motion with a second by Mr. Rainey. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

Administrator of Community Corrections/Work Centers Dan Reynolds presented Teresa McCoin for consideration as district supervisor of Northeast District Community Corrections (NEDCC). She began her career with NEDCC November 1987 as a probation and parole officer. She also held positions of team supervisor, assistant district supervisor and most recently was appointed as interim district supervisor in May 2010 after Stormy Wilson's retirement. The closure of the Muskogee facility occurred shortly after Ms. McCoin became interim district supervisor so she didn't have much time to get acclimated to her new position, but has done a great job. She is a 1984 graduate from Missouri Southern State College in Joplin.

Teresa McCoin addressed the Board expressing her appreciation for the opportunity to be here and the possibility of being confirmed as district supervisor. She worked with the longest tenured district supervisor, Stormy Wilson, which was a privilege. The closing of the Muskogee facility brought new challenges but they are up for that and she'll do the best job she can for the agency.

Chairman Logan sought a motion to approve Teresa McCoin as district supervisor of NEDCC. Mr. Henneke made the motion with a second by Ms. Neal. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

Dan Reynolds also presented Brian Thornburgh for consideration as district supervisor of Southwest District Community Corrections (SWDCC). His career began in 1994 as a cadet at JCCC. He also served as probation and parole officer, team supervisor and assistant district supervisor in the SWDCC until leaving in 2008 for a position as deputy warden at Joseph Harp Correctional Center. He graduated from Southwestern Oklahoma State University in 1994 with a bachelor degree in criminal justice.

Brian Thornburgh addressed the Board and in a humbling manner said he was scared to death but had worked real hard to advance to where he was today. He was eager for the opportunity to get back home to SWDCC. He's been with the agency for 16 years, loves it and will work hard.

Chairman Logan sought a motion to approve Brian Thornburgh as district supervisor of the Southwest District. Mr. Henneke made the motion with a second by Ms. Rainey. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

## **11. PROGRAM UPDATE**

Pam Humphrey, Interim Superintendent of Schools, provided a handout that covered an overview on Education in Corrections. Page 2 identifies program participants and completions for FY 10. They service close to the same number of offenders in literacy, ABE and GED. DOC is well noted in the State Department of Education for the number of GED's given and for its pass rate. Last year DOC had a 90% pass rate whereas the pass rate for the state runs about 70-71%. The nation runs 69-70%. They are grateful for DOC's percentage because it brings up the state percentage and keeps them above the

national level. Teachers enter data into data bases that determine the amount of federal funding that comes to the state. Of that federal funding, Corrections can receive up to 10%. Oklahoma is one of 3 states in the nation that receives the full 10%. There is a push to raise that so more can be given. A year and a half ago they had 91 staff and are now down to 64 with 4 more getting ready to retire or move to another state. This past year they purchased a number of PC's to replace old PC's. They also bought smart boards through recovery money that had to be spent on technology. This year they are going to focus on new servers from grant funding. Their college program continues to grow. They have the program in 16 of the 17 facilities. The latest to come on board was DCCC who partnered with Tulsa Community College. DCCC was recognized by the Board of Regents as Tulsa Community College's Partner of the Year. Ms. Humphrey is a believer that strong adversity brings great opportunity. They will continue to meet the challenge and not only survive but triumph through this adversity bringing the best possible program to serve offenders.

Ms. Neal found the report interesting and liked knowing we were doing so well, but was startled that our literacy level was so high of those not completing. Ms. Humphrey explained that it takes them longer to complete because of the low literacy level. They serve a number of offenders with high school diplomas that do not have 8 grade skills. The 1993 Literacy Act of Oklahoma mandates that they serve everyone under 8.0 level. One phrase noted in the law is "as resources are available." They try to serve first those that do not have a GED. If they have sufficient room in the classroom they will accommodate others. Ms. Neal asked at what point are offenders removed from the class if they are not achieving. According to Ms. Humphrey policy says that after 2 assessment tests (1 each quarter) the offender can be moved out to allow room for others on the waiting list. Those offenders are afforded the opportunity to get back on the waiting list to be served again. Ms. Humphrey reported 29 college degrees were given this last year; 28 associate degrees and one bachelor degree. Ms. Humphrey reported that the GED in the last couple years has been changed and no longer reads GED; it reads high school diploma.

Mr. McBee asked how long it would take to achieve a college degree assuming the offender had a high school diploma and were ready for college level course work. Ms. Humphrey said they are started off with 1 or 2 classes in the beginning so they can have good success before they continue with additional classes. She estimated it would take 3-4 years to get an associate degree.

## **12. APPROVAL OF BOARD POLICIES**

- **P-020700, Oklahoma DOC Information System**
- **P-100100, Training and Staff Development Standards**
- **P-170100, Community Sentencing**

Director Jones advised the above listed Board policies were up for annual review due to American Correctional Association Accreditation requirements. These policies were reviewed during a conference call with the Board's Executive Committee with no substantial changes; only names of chair and vice chair were changed along with the effective date.

Chairman Logan sought a motion to approve all three policies. Mr. Henneke made the motion with a second by Ms. Neal. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent; and Mr. Wright, yes.

## **13. 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 Bi-Annual Evaluation)*

**B. Adjourn to Executive Session**

**C. Return from Executive Session**

- D. Announcement by the Chair as to the necessity of any Board Action as a result of the Executive Session**
- E. Vote, if necessary**

General Counsel Mike Oakley advised the Board of the need to adjourn to Executive Session.

Chairman Logan called for a motion to adjourn to Executive Session. Ms. Neal made the motion with a second by Mr. McBee. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent and Mr. Wright, yes. The Board entered Executive Session at 1:45 p.m.

The Board returned from Executive Session at 4:25 p.m. Chairman Logan called for a motion to return from Executive Session. Mr. Rainey made the motion with a second by Mr. Neal. Results of roll call: Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Ms. Neal, yes; Mr. Rainey, yes; Mr. Ware, absent and Mr. Wright, yes.

Chairman Logan reported that there was nothing to vote on as a result of what took place during Executive Session.

#### **14. COMMITTEE REPORTS**

The following committee reports were provided.

- Budget – Chair Robert Rainey, Members Ged Wright and Ted Logan (**No report**).
- Female Offender – Chair Linda Neal, Members Matthew McBee and Ted Logan (**No report**).
- Public Policy (formerly Legislative) – Chair Ged Wright, Members David Henneke and Earnest Ware (**No report**).
- Population/Private Prisons – Chair Earnest Ware, Members David Henneke and Robert Rainey (**No report**).
- Public Affairs/State Boards Interface – Chair David Henneke, Members Matthew McBee and Linda Neal (**No report**).
- Executive – Chair Ted Logan, Members Matthew McBee and Earnest Ware (**No report**).

#### **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)**

None

#### **16. ANNOUNCEMENTS**

None

#### **17. ADJOURNMENT**

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

Meeting adjourned at 4:27 pm.

I hereby certify that these minutes were duly approved by the Board on this 22<sup>nd</sup> day of October, 2010, in which a quorum was present and voting.

Approved by:

Linda K. Neal  
Secretary of the Board

Date: October 22, 2010

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