

OKLAHOMA BOARD OF CORRECTIONS MEETING

Dick Conner Correctional Center

129 Conner Road

Hominy, Oklahoma

Thursday, June 16, 2011, at 1:00 p.m.

1. Opening and Roll Call

Ted Logan, Chair

A regular meeting of the Oklahoma Board of Corrections was held at the R. B. 'Dick' Conner Correctional Center (DCCC) in Hominy, Oklahoma, on June 16, 2011. The meeting convened at 1:02 p.m., with Chairman Logan presiding and welcoming those in attendance. Members of the board in attendance were:

David Henneke

Ted Logan

Matthew McBee

Linda Neal

Robert Rainey

Earnest Ware

Absent from the meeting was Gerald Wright, but a quorum was present. Mr. McBee excused himself from the meeting at approximately 1:58 p.m.; however a quorum was still present.

2. Welcome / Remarks

Jane Standifird, Warden

Warden Standifird welcomed the Board and the attendees to the meeting. She stated DCCC has 960 medium security offenders and 224 minimum security offenders. The facility is allocated 104 security officers but only 99 FTE are currently filled. Also, DCCC is allowed 74.76 support staff FTE, but only 63 positions are filled. DCCC's budget last year was \$2,475,484 and Warden Standifird provided a short overview of the budget's allocations. Utilities for the year, which includes electricity, gas and water, comprised \$778,000 of the budget, or approximately \$65,000 a month. DCCC spent \$244,000 on maintenance and as a result of the facility's age and physical plant, it is anticipated that there will be an increase in this area next year. The budget for food service this year was \$1,140,420 and DCCC had a daily feeder rate of \$2.29 per offender.

Warden Standifird also stated that DCCC is working in conjunction with World Mission Builders to construct two new chapels at the facility within the next year. The foundations are expected to be laid in July 2011 and will be an ongoing project. The Faith and Character Community Program is offered at DCCC and is a positive, cognitive behavioral change program. Warden Standifird expressed gratitude and appreciation to her staff for their hard work and dedication to ensuring the facility's operations run smoothly.

3. Old Business

Ted Logan, Chair

None noted.

4. Approval of April 26, 2011, Board Meeting Minutes

Ted Logan, Chair

Chairman Logan sought a motion for approval of the minutes of the April 26, 2011, meeting of the Oklahoma Board of Corrections.

Motion: Moved by Mr. Rainey and seconded by Ms. Neal. Results of roll call: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright - absent.

5. Director's Comments

Justin Jones, Director

Director Jones welcomed the BOC and the attendees to the meeting. He thanked DCCC staff for their hospitality and information provided during the tours earlier in the day for the BOC.

- The Department of Environmental Quality inspected the waste water plant at DCCC on May 31, 2011, and found the chlorine scales and metering systems to be non-functioning. Emergency purchases were approved for \$11,186.17 to install new scales and a metering system. DOC was given until June 15, 2011, to be in compliance. DOC staff will be installing the scales and metering system.

- Several air conditioning units went down at Oklahoma State Penitentiary (OSP). Multiple housing units were affected, including H Unit, as well as, the kitchen. An emergency purchase was approved and DOC staff will be installing the \$14,555 worth of compressors purchased from vendor Southwest Compressors.
- At Kate Barnard Community Correctional Center (KBCCC), the chiller system also went down; it is a \$70,000 investment to repair and ODOC chose not to repair the system. This was mainly due to Speaker Steele's HB 2131 that doubles the capacity of GPS and changes the criteria for the program. ODOC may see a decrease in the female offender population due to HB 2131 and KBCCC may be downsized or closed as a result of this decrease. Instead, ODOC requested an emergency declaration on June 10, 2011, to rent a chiller as temporary relief. Estimates to rent a chiller for 3-4 months would run approximately \$3,500/month.
- A gas line was punctured on May 1, 2011, at James Crabtree Correctional Center (JCCC) as a revival tent was being erected. The facility was able to turn the gas off immediately to prevent further damage. However, without gas the facility had no hot water. Initial estimates indicate the cost to repair the gas line will be below \$10,000.
- Deputy Director Bobby Boone has retired following a 33-year career with the Department of Corrections. He is considered an icon within the agency, and his knowledge and experience will be deeply missed. His last working day was May 12, 2011. A retirement reception has been scheduled for June 30, 2011, at the MACC Scout House from 2:00 p.m. until 4:00 p.m. Marty Sirmons is currently Acting Deputy Director of the Division of Institutions.
- Jim E. Hamilton Correctional Center (JHCC) underwent their ACA reaccreditation audit April 25-27, 2011. They achieved the outstanding scores of 99.5% on non-mandatory standards and 100% on mandatory standards. Northeast Oklahoma Correctional Center (NOCC) audit was conducted April 27-29, 2011. They also achieved outstanding scores of 100% on non-mandatory standards and 100% on mandatory standards. Representative Chuck Hoskins was present at the exit briefing at NOCC on April 29, 2011, at which time he congratulated staff on their scores. Mabel Bassett Correctional Center (MBCC) underwent a successful ACA re-accreditation audit on May 9-11, 2011, with the outstanding scores of 100% on mandatory standards and 99.8% on non-mandatory standards. The ACA Audit team Chairperson commented during the audit closeout that he was pleasantly surprised to find that, given the furloughs, high vacancy rate and staff shortages at the facility, the morale of the staff and offenders was very high.
- On April 22, 2011, Bill Johnson Correctional Center (BJCC) dedicated the Donald L. Benson Center and the Vera Mae Eversole Chapel. Representative Jeff Hickman and Senator Bryce Marlatt read the naming resolution prior to the ribbon cutting. Approximately 150 dignitaries, donors, World Mission Builder representatives, ODOC and facility staff, and offenders were in attendance.
- Fund raisers were hosted at MACC throughout the month and funds were presented to the employees that were affected by the tornadoes that struck Atoka County on April 14, 2011.
- The Bill Glass Day of Champions was held on April 16, 2011. Several facilities across the state participated to include Mabel Bassett Correctional Center and Hillside Community Corrections Center. Various athletes, entertainers and musicians shared their testimony with the offender population. Director Jones attended the kick off breakfast of this event with Governor Fallin.
- OCI Sales Representatives secured the following sales/contracts: Oklahoma School of Science and Math valued at \$233,000 for dormitory furniture; the Chickasaw Nation, \$50,000 in Boardwalk Furniture for Remington Park, which is a key sale as it is OCI's first penetration of this furniture market; the Office of Juvenile Affairs for \$60,000 in furniture; the Washita County Sheriff's office for \$69,868 in furniture; Kansas Correctional Industries, denim jeans valued at \$192,756.83 (OCI/LCF garment Factory); Rogers State University, \$219,000 in furniture and chairs; East Central University, and Department of Physical Affairs, \$74,000 in furniture.
- Dave Miller, Warden of Lawton Correctional Facility for numerous years, resigned effective May 20, 2011. The new warden will report to work July 5, 2011. Renee Watkins, Administrator of Private Prisons and Jails, is already working with the facility during the transition.

- Information Technology received the first message using the offender messaging system at Joseph Harp Correctional Center (JHCC). The pilot testing continues at MBCC, JHCC, and Union City Community Corrections Center (UCCCC). After the pilot and development of standard procedures, the system will roll out to all other locations. The system will eventually reduce the amount of paper mail received at the locations and provide alerts based on key words and phrases.
- Two weeks of Pre-Service training for non-uniform staff was provided with 20 attendees and Correctional Officer Cadet Academies were held for five weeks with over 50 in attendance.
- A new work center is going to be built in Waurika. The City of Waurika is building it with grant money and ODOC is assisting with the design of the new building. Offender labor will be used to build the facility. The expected completion date is in 2013.
- The City of Idabel has requested the state give them the National Guard Armory in Idabel and McCurtain County Community Trust has agreed to put up \$100,000 to convert the armory to a new, expanded work center. The larger work center would mean more manpower for the community and millions more in savings. The community has been very supportive of the work center currently in operation that saves the city \$160,000 each year according to Mayor Thomas.
- The Fugitive Unit apprehended 19 ODOC fugitives from the fugitive website.
- As of June 1, 2011, the Intelligence Unit has registered 1,790 offenders as Security Threat Group members. This unit also taught two break-out sessions on prison gangs during the Oklahoma Gang Investigators Association's yearly conference.
 - The grant for Justice Reinvestment Initiative kicks off on June 21, 2011, with a training session for the statewide team which includes the Governor's Office, Director Jones, and other state agency directors. Input will also be collected from private citizens, district attorneys, judges, victim rights groups, etc. The training will continue on June 22, 2011, and will conclude with a press conference in the State Capitol Blue Room with the Cabinet Secretary, Michael Thompson, representing Governor Fallin.
 - ODOC has been in negotiations with the Council on Law Enforcement Education and Training (CLEET). Director Jones, Administrative Services Deputy Director Linda Parrish, and others will be traveling to Ada, Oklahoma, on June 17, 2011, to discuss the proposal of building a dormitory housing unit for ODOC and move ODOC's training academy there. The training academy is currently housed at the Department of Public Safety (DPS), but this was a temporary solution until new housing was found.

6. Budget Update

**Greg Sawyer, Chief
Departmental Services**

Mr. Sawyer stated that based on trending reports a surplus of \$2.8 million exists for fiscal year 2011. This surplus compares to a \$1.3 million surplus last month. The report does not take into account changes in staffing or offender population that may occur through the course of the fiscal year.

Payroll – The overall funded payroll is 73%; this totals 4,303.1 out of 5,894.6 authorized FTE. At the end of May 4,071.7 positions were filled for a rate of 69.1% with 231.4 FTE under the funded rate. A surplus of \$1.2 million currently exists.

Contract Beds – Expenditure trends are based on current offender levels as of the end of May. A \$716,143 surplus exists at this time. Any offender growth during the course of the fiscal year that would require additional contract bed space will increase this deficit.

Medical and Mental Health Services – Medical and mental health expenditure trends for May reflect a surplus of \$862,651 exists should current expenditure trends continue.

In response to the comment from Mr. Henneke regarding having an unusual surplus in all three categories, Mr. Sawyer stated it was due to the hard work and discipline of all staff throughout the agency. Monies were found in other areas during this year that were able to offset these categories that have normally been continuing problems.

7. Population Report

**Ed Evans, Associate Director
Field Operations**

The population update as of June 6, 2011, is as follows:

Total System Offender Population = 25,364	County Jail Offender Backup = 1,327
Total Incarcerated Population = 24,228	Halfway Houses = 1,147
DOC Facilities = 17,924	Probation Supervision Offenders = 21,582
Private Prisons = 4,722	Parole Supervision Offenders = 3,118
County Jails with Contracts = 435	Total System Population = 50,534

8. Approval of Capacity Change

**Ed Evans, Associate Director
Field Operations**

- **JHCC SHU**
- **BJCC**

BJCC is renovating program space and they are altering the area to provide more bed space, increasing the facility count by 64. Also, the Fire Marshal has approved the JHCC SHU to be increased by a count of 8.

Chairman Logan sought a motion for approval of the capacity changes at BJCC and JHCC SHU.

Motion: Moved by Mr. Rainey and seconded by Mr. Ware. Results of roll call: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright - absent.

9. Legislative Update

Neville Massie, Executive Assistant

Ms. Massie stated that each member had a current updated list on the 2011 Legislative Initiatives included in their packets. Since the last update provided at the BOC Meeting in April 2011, the following changes have occurred:

- SB 180, the offender healthcare initiative, was signed by Governor Fallin and will become effective November 1, 2011.
- HB 2131, Speaker Steele’s initiative that expands Community Sentencing eligibility was signed on May 11, 2011, and is also effective November 1, 2011.
- HB 1388, regarding clarification of OCI and Agri-Services guidelines for state agencies and OCI and Agri-Services exemptions from the Central Purchasing Act, was vetoed on May 26, 2011. Her veto message stated that this bill would allow OCI and Agri-Services “to not only produce goods, but also acquire products and provide them for resale – all while being exempt from the Oklahoma Central Purchasing Act. This bill would expand the programs beyond their primary mission, and would do so without the safeguards provided for in state purchasing laws.” According to Ms. Massie, the intent of this bill was to allow OCI and Agri-Services the capability to purchase “spot buys” through a vendor at a savings, i.e., a truckload of canned goods. They could then turn around and sell the items to the institutions at a savings to the agency. However, the Department of Central Services (DCS) stated that selling products was outside the scope of Agri-Services. Mr. Rainey suggested rephrasing the initiative next year to specify that the products purchased would only be sold to our facilities. Director Jones indicated there will be more discussion over the reasoning behind the denial.

In summary, of the original ten (10) ODOC initiatives, there were five (5) that completed the process and have an effective date of November 1, 2011. Other bills affecting ODOC that were followed during session were:

- HB 1234, authorizing videoconferencing between a courtroom and a correctional facility of the ODOC for sentencing reviews, post-conviction relief hearings, etc., was signed on May 18, 2011, and will be effective November 1, 2011.
- HB 1304, the IT consolidation bill transferring all agency information technology assets and FTE to the Information Services Division of OSF by January 1, 2012, was signed on May 24, 2011, with an effective date of August 26, 2011.

- HB 1382, modifying language related to aggravated circumstances for murder, replacing reference to “guard” with “correctional employee” of an ODOC institution, was signed on May 3, 2011, with an effective date of November 1, 2011.
- HB 1062, which allows any employee in a state health insurance plan to opt out of the plan with proof of other coverage, was signed May 25, 2011, and becomes effective November 1, 2011.
- SB 794 changes retirement guidelines for employees hired after November 1, 2011, by raising from 62 to 65 the “normal retirement age” and adjusting benefits for early retirement. It was signed May 10, 2011, with an effective date of November 1, 2011.

Ms. Massie stated the deadline for House interim study requests was June 14, 2011. There were 126 interim study requests filed and Speaker Steele is scheduled to announce the ones that he will approve on July 8, 2011. Of the 126, Ms. Massie stated there were not many that affected ODOC. The Senate deadline for interim studies was June 15, 2011, and the President Pro Tempore is expected to announce an approved list, but he did not publish the list of those requests that were submitted.

Also of note, there are eight (8) current legislators that will term out after next session. They are as follows: Senator Jonathan Nichols, Senator Jim Wilson, Speaker Kris Steele, Representative Charles Key, Representative Ron Peters, Representative Paul Roan, Representative Sue Tibbs, and Representative Purcy Walker. Ms. Massie extended her appreciation to Board member Gerald Wright, Chair of the Public Policy Committee, and the other committee members for their efforts and advocacy for ODOC during the last legislative session. Ms. Neal also expressed gratitude to Ms. Massie for her coordination and organization of the Board members’ activities during the session. Mr. Rainey then thanked former Senator and current Board member, Mr. Wright, for his guidance and assistance.

10. Approval of Board Policies

Justin Jones, Director

- *P-010300, Mission and Organization of the ODOC*
- *P-020800, Guidelines for Research and Research-Related Activities*
- *P-060100, Classification and Case Management of Offenders*
- *P-070100, Provision of Food Services*
- *P-080100, Mission and Management of Correctional Industries*
- *P-110100, Uniform Personnel Standards*
- *P-130100, Department of Corrections Annual Inspections and Monitoring*
- *P-140100, Offender Medical, Mental Health, and Dental Care*
- *P-150100, Five Year, System-Wide Capital Improvement Program*

Director Jones provided information on the changes made to the policies presented for approval.

Chairman Logan sought a motion for approval of all policies.

Motion: Moved by Mr. Rainey and seconded by Mr. Henneke. Results of roll call: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright - absent.

11. Program Update

Dr. Melanie Spector, Specialist

- *Helping Women Recover Treatment Program* **Health Education, Research & Program Development**

The Helping Women Recover (HWR) Treatment Program is currently provided at Eddie Warrior Correctional Center (EWCC) and MBCC. The program is ODOC certified, which means that the women in the program receive 70 Achievement Credits for completion. The program is funded by the George Kaiser Family Foundation (GKFF), the Robert Wood Johnson Foundation, and ODOC. Dr. Spector stated that although the program is mostly privately funded, HWR does not operate in a vacuum and is fully supported by ODOC staff to obtain good results from the program. At this time, HWR has a 92% completion rate at EWCC and MBCC. The average completion rate for women completing comparable substance abuse programs is approximately 65-85% nationwide.

The grant money received for this program is used to employ licensed therapists who are health clinicians and substance abuse counselors. The program only uses evidence-based practices, utilizing the Helping Women Recover curriculum as well as curriculums for trauma, domestic violence and relapse prevention. The program focuses on what happened to the person, not what is wrong with the person. It also focuses on skill building and skill acquisition.

EWCC recently graduated 225 females and MBCC graduated 184 females from the program. There are also ongoing “booster” sessions at Hillside Community Corrections Center (HCCC) and Turley Residential Center to facilitate continued involvement by offenders moving to lower security before release to the community. Dr. Spector then quoted Renee Phillips, Evaluation and Analysis, stating “Findings indicate that there are positive changes in psychological and social functioning evidenced by decreased self-recorded levels of depression, anxiety, and risk taking behaviors for women who have completed the Helping Recovery program, with no distinction made between those participating at Eddie Warrior and Mabel Bassett. The total scores for each of these measures improved and these changes in scores not only hold statistical significance, but also carry practical significance evidenced by the large sample effects.”

According to Dr. Spector, ODOC has received requests from Georgia for the treatment manual and QA tools; from Texas for the QA tools; from Mississippi, for the treatment manual and QA tools; and during the week of June 6-10, 2011, Oregon Department of Corrections sent representatives to observe the program.

Dr. Spector then opened the floor for questions and/or comments. In response to a query from Mr. Logan, Dr. Spector stated that the therapists are selected based on their dual licensing for psychotherapy and substance abuse treatment, and are sympathetic to the offender’s plight that has resulted in their incarceration. Mr. Henneke also stated that with such an incredible program, have they considered requesting additional agency funding from Governor Fallin. Dr. Spector stated she would like to wait until they have more data once the offenders have completed the program as it is too early at this point to have concrete numbers.

In response to a query from Mr. Rainey regarding outcome data, Dr. Spector stated that current data indicates that women recidivate approximately three (3) years after release, so we are about 1.5 years away from checking our outcome statistics.

12. Program Update

**Dr. Laura Pitman, Deputy Director
Female Offender Operations**

▪ *ReMerge of Oklahoma County*

Dr. Pitman provided a brief update on “ReMerge” of Oklahoma County, formerly known as the Oklahoma County Work Group. The group is an outgrowth of HB 2998, which was authored by Speaker Kris Steele, and establishes diversion programs for incarcerated females who had children. The program is funded by the anchor members of the collaborative that includes The Inasmuch Foundation, the United Way of Central Oklahoma, the GKKE, the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), and ODOC. This program has the complete support of the District Attorney and Chief Public Defender’s offices of Oklahoma County and the 25 member agencies of the Oklahoma County Collaborative.

The goal of “ReMerge” of Oklahoma County is to comprehensively assess the woman’s needs, develop a specific, personalized plan to meet those needs, and present her with the option of engaging in this diversion program in order to avoid prison and set her firmly on the course of productive citizenship. Priority will be given to: 1.) Women who are pregnant; 2.) Women with a child or children under five years of age; and 3.) Women with multiple minor children.

The Pilot Program was scheduled to begin in May 2011 and will serve a maximum of 25 women the first year. The offender will come out of the county jail to an ODOC approved home or transitional housing through the funds. The women will have contact with their children throughout the process. The Program Direction will be developed and monitored by the Leadership Team and implemented by the daily workings of the Program Director, Treatment Coordinator, Probation and Parole Officer, and Case Manager. The group is currently accepting applications for the Program Director who will provide the public voice and face of “ReMerge.” The Program Director will be an employee of the United Way of Central Oklahoma.

13. Committee Reports

Committee Chairs

- **Budget – Chair Robert Rainey, Members Ged Wright and David Henneke**
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**
Chair Wright was absent.
- **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**
Chair Henneke stated they are maintaining contact with Judy Copeland, General Counsel, in the Governor’s Office.
- **Executive – Chair Ted Logan, Members Matthew McBee and Earnest Ware**
No report.

14. Election of Officers

Ted Logan, Chair

Mr. Ware made motion to retain current officers. No second was given and the motion failed. Mr. Henneke motioned to nominate Mr. McBee as Chair, Ms. Neal as Vice-Chair, and Mr. Wright as Secretary.

Chairman Logan sought a motion for election.

Motion: Moved by Mr. Henneke and seconded by Mr. Rainey. Results of roll call: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – absent; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – no; Mr. Wright - absent.

15. New Business (“Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.” 25 O.S. § 311)

Ted Logan, Chair

None.

16. Announcements

Ted Logan, Chair

None.

17. Adjournment

Ted Logan, Chair

Chairman Logan sought a motion to adjourn.

Motion: Moved by Mr. Ware and seconded by Mr. Rainey. Results of roll call: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – absent; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright - absent.

Meeting adjourned at 2:46 p.m.

I hereby certify that these minutes were duly approved by the Board on the 29th day of July, 2011, in which a quorum was present and voting.

Approved by:

[Signature on file]

Gerald Wright, Secretary of the Board

July 29, 2011

Date

Submitted by:

[Signature on file]

Kimberley Owen, Minutes Clerk