

## OKLAHOMA BOARD OF CORRECTIONS MEETING

Jess Dunn Correctional Center

601 South 124<sup>th</sup> Street West

Taft, Oklahoma

September 16, 2011

### 1. Opening and Roll Call

**Matthew McBee, Chair**

Vice-Chair Linda Neal called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:02 p.m. at Jess Dunn Correctional Center (JDCC) in Taft, Oklahoma, on Friday, September 16, 2011. Those Board members in attendance and representing a quorum were:

Ted Logan  
Gerald Wright

Linda Neal

Robert Rainey

Earnest Ware

Absent from the meeting was David Henneke and Matthew McBee; however a quorum was still present and the meeting continued. Chair McBee joined the meeting during Agenda Item #5, Director's Comments, at approximately 1:16 p.m.

### 2. Welcome/Remarks

**Mike Mullin, Warden  
Jess Dunn Correctional Center**

Vice-Chair Neal recognized and opened the floor to Deputy Warden Terry Martin, thanking him for the tour of JDCC earlier that day. Deputy Warden Martin then welcomed the Board on behalf of Warden Mike Mullin and the staff of JDCC. Deputy Warden Martin stated that JDCC is a 982-capacity, minimum-security facility with a current count of 978 offenders. JDCC is also a host facility for 26 medium security contract beds at the Okmulgee County Criminal Justice Authority. The daily rate for the offenders housed at Okmulgee is \$32.50 and the monthly payment for July was \$25,122. The youngest offender currently at JDCC is 18 years old and the oldest is 80 years old. JDCC has three offenders serving life sentences, 357 offenders serving 85% crimes, and 581 offenders serving for violent crimes. In addition, there are 312 offenders on the chronic clinic list. Of the JDCC population, there are 61 offenders on Earned Credit Level (ECL) 1; 170 offenders are on ECL 2; 121 offenders are on ECL 3; and 653 offenders are on ECL 4. The racial balance as of this date is 61% white and 39% other.

Deputy Warden Martin stated that JDCC has funded staffing levels for 90.45 Correctional Officers with 72 positions currently filled. The funded staffing levels for support staff is 58.09 with 51 positions filled. The total facility funded staffing level is 148.54 with 123 positions currently filled. Several positions have been approved and will hopefully soon be filled. The operating budget last year for JDCC was in excess of \$1,780,000 with the majority going towards food service, which takes about 50% of the budget. Utilities make up 23% of the budget and maintenance makes up about 10% of the budget. Deputy Warden Martin stated that the JDCC staff does a tremendous job making the facility safe and efficient every day and he expressed his gratitude to the staff for their efforts, especially during one of the hottest summers in Oklahoma. He thanked the Board for coming to the facility today to conduct their meeting. Vice-Chair Neal again thanked Deputy Warden Martin and facility staff for hosting the Board meeting and expressed her appreciation for their hospitality.

Deputy Warden Martin then introduced Ms. Lelia Foley-Davis, Mayor of the City of Taft. Ms. Davis thanked the Board and Director Jones for holding their meeting in Taft. She expressed her love for the City of Taft and she stated that she wants to help her community in any way she can. She invited the Board and Director Jones to attend a luncheon on October 20, 2011, with her Council, and more specifically, to partake of pigs' feet that she intends on having served at the luncheon. Vice-Chair Neal thanked Ms. Davis for attending the meeting.

### 3. Old Business

**Matthew McBee, Chair**

There was no old business brought before the Board.

### 4. Approval of September 16, 2011, Board Meeting Minutes

**Matthew McBee, Chair**

Vice-Chair Neal opened the floor for approval of the minutes from the September 16, 2011, meeting of the Oklahoma Board of Corrections.

**Motion:** Mr. Rainey made a motion to approve the meeting minutes. Mr. Wright seconded the motion. The results of the roll call were as follows: Mr. Henneke – absent; Mr. Logan – yes; Mr. McBee – absent; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

## 5. Director's Comments

Justin Jones, Director

Vice-Chair Neal opened the floor to Director Jones, who provided the following ODOC updates:

- Director stated that Jackie Brannon Correctional Center had power lines knocked down by storms on July 24, 2011. The immediate restoration of power was critical and services to repair the high lines could not wait. Compton Electric came out immediately that evening and worked through the night to have damage repaired and the power restored by 7:00 a.m. the next morning. The total cost of the services that they provided was \$6,078.22.
- Union City Community Corrections Center (UCCCC) has acquired another work release opportunity for offenders at Permion Tank, a welding company in El Reno. Graduates from the welding program in Enid transfer to Union City for work release at this company.
- ODOC mental health staff met with representatives from Developmental Disabilities Services Division (DDSD-Oklahoma Department of Human Services) to tour Joseph Harp Correctional Center and discuss increasing the collaboration between our agencies in helping obtain services for discharging offenders with developmental disabilities. Although DDSD has an extremely long waiting list for services, some offenders meet criteria to be placed at the top of the list. A follow-up meeting will be scheduled in September.
- Bob Mann, Medical Services, was inducted into the University of Oklahoma Anne and Henry Zarrow School of Social Work Hall of Fame. A ceremony was held at the Zarrow Hall on the University of Oklahoma Campus, recognizing six honorees.
- The Programs Unit submitted a fatherhood grant to the United States Department of Health and Human Services in conjunction with OKDHS and the Oklahoma Association of Community Action Agencies. The grant is for \$1.5 million a year, each year, for up to three years. If awarded, this grant would provide for fatherhood, relationship, and parenting courses both pre- and post-release.
- In August 2011, technical assistance was provided by the Council of State Governments in association with the National Reentry Resource Center concerning the continuing development of a statewide strategic reentry plan. Meetings with community-based reentry service providers were conducted in Tulsa, Lawton, and Oklahoma City to facilitate buy-in and development of community specific reentry planning.
- Graduation was held at Dick Conner Correctional Center (DCCC), with a Second Chance Scholarship Fundraiser hosted by Tulsa Community College the night before the graduation. Board Member Gerald Wright attended the fund-raising event at Tulsa Community College. The money raised is used to assist offenders pursuing academic goals at DCCC. All such scholarships and/or fund raisers conducted by the various colleges and universities throughout Oklahoma are greatly appreciated. Twenty offenders received their GED and three received their Associate Degrees.
- The offender E-Messaging System has been set up at all major facilities as well as UCCCC. As of today, 1,360 messages have been received throughout the facilities. ODOC is now concentrating on establishing this system with the Community Corrections and Work Centers.
- On August 2, 2011, Bill Johnson Correctional Center opened their new unit. The unit holds 64 offenders and the capacity increase had previously been approved by the Board at the June BOC meeting.
- On August 24, 2011, Northeast Oklahoma Correctional Center (NOCC) participated in the 75<sup>th</sup> Annual Will Rogers Memorial Parade, a community event that is well attended by local city, county, and state officials, including legislators. NOCC's float, a territorial prison wagon, won the grand prize for the best overall float for the third consecutive year.
- The construction on the Oklahoma Correctional Industries (OCI) Jacob Warehouse Building at Dr. Eddie Warrior Correctional Center was completed and approved for occupancy on August 30, 2011. Jacobs buys overstock items from Wal-Mart, Target, etc., and stores them in the warehouse where the items are de-labeled and repackaged to sell to stores such as Family Dollar, Dollar General, etc.

- At the request of the Tourism Department, OCI constructed and set in place a new Ranger Station for Thunderbird Park. The existing station was destroyed by a storm in July. The building, constructed to look like a log cabin, was placed at the park the week of August 22, 2011.
- The OCI sign shop at Mack Alford Correctional Center has experienced an increase in orders that is 95.9% higher than the same period last year. This is primarily due to orders from the state and counties to upgrade traffic signs to comply with new federal regulations which calls for high intensity sheeting on traffic and street signage.
- The OCI Mattress Factory at John Lilley Correctional Center had a large increase in orders for new and renovated innerspring mattresses. The factory built 900 new or renovated innerspring mattresses during the months of July and August. During the same period, over 600 jail pads were also manufactured for state and county facilities.
- Construction units are moving goods and equipment to ODOC warehouses from the LE Rader Center in Sand Springs, a facility owned by the Oklahoma Juvenile Authority. The facility is closing and they have offered a multitude of items to ODOC if we move the items to our facilities.
- Some state and private prison medium-security facilities have been on lock-down after recent incidents and continue to be so due to violence between certain security threat groups. Director Jones, Ms. Neal, and the ex-Director for the New Mexico Department of Corrections, who now works for the GEO Corporate Office, toured the Lawton Correctional Facility and Oklahoma State Reformatory.
- Director Jones thanked Board Member Robert Rainey for attending the Justice Reinvestment Initiative presentation by Dr. Ed Latessa on best-practices on behavior modification. Town hall meetings are scheduled for Enid, Lawton and Muskogee in October.

**6. Budget Report**

**Greg Sawyer, Chief  
Departmental Services**

Chair McBee joined the meeting at this time and opened the floor to Mr. Sawyer for the ODOC Budget Report as of August 31, 2011. Mr. Sawyer provided the following information:

- Expenditure summary – Based on two months of expenditure data, a deficit of \$100,000 exists for fiscal year 2012. 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 69.7%. This totals 4,110.1 out of 5,894.6 authorized FTE. At the end of August 2011, 4,082.0 positions were filled for a rate of 69.2% with 28.1 FTE under the funded rate. A surplus of \$2.7 million currently exists.
- Contract Beds – Expenditure trends are based on current offender levels as of the end of August 2011. A \$2.1 million deficit 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 expenditures for August 2011 reflect a deficit of \$730,111 exists should current expenditure trends continue.

Mr. Sawyer then opened the floor for questions or comments. None were made and the item was closed.

**6. Budget Report**

**Ed Evans, Associate Director  
Field Operations**

Chair McBee opened the floor to Mr. Evans for the ODOC Population Update as of September 6, 2011. Mr. Evans provided the following information:

Total System Offender Population = 25,423	County Jail Offender Backup = 1,403
Total Incarcerated Population = 24,278	Halfway Houses = 1,117
DOC Facilities = 18,042	Probation Supervision Offenders = 21,356
Private Prisons = 4,705	Parole Supervision Offenders = 3,266
County Jails with Contracts = 414	Total System Population = 50,045

Mr. Evans then opened the discussion for questions or comments. None were made and the item was closed.

## 9. Approval of Board Policies

Justin Jones, Director

- *P-020600, Legislative Initiative Process*

Chair McBee opened the floor to Director Jones for discussion of the policy presented for annual approval. Director Jones stated that other than the annual effective date, Chair and Vice-Chair names, no other changes were made to the policy. Chair McBee asked if there were any questions or comments. Mr. Rainey asked for clarification on the changes, to which Director responded as already mentioned. Director Jones recommended that a motion be made to approve the policy.

**Motion:** Mr. Rainey made a motion to approve the policy. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – absent; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

## 10. Program Update

Dr. Ada Powell, Psychologist  
Jess Dunn Correctional Center

- *Positive Adjustment Seminar Series (PASS)*

Chair McBee opened the floor to Dr. Ada Powell for her presentation on the Positive Adjustment Seminar Series (PASS). Dr. Powell began the presentation by explaining where the facility was at approximately one year ago with the offenders who were suffering with mental health issues. In February 2010, there were many offenders with severe needs, many with problems needing immediate attention, and a lot of crisis work just responding to day-to-day issues. With only two mental health staff at the time, they had tried to conduct fourteen different group sessions a week for various offenders which created a documentation nightmare. After two serious suicide attempts within a two-week period and multiple others in crisis, they realized they were approaching critical mass from the mental health perspective. During the same time frame, ODOC was reaching a crisis point as we were faced with funding shortages, low staffing levels, an increase in violence and an increase of mentally ill offenders. Dr. Powell stated when critical mass meets crisis point, there will be changes made – resulting in either a crisis situation or a solution.

Dr. Powell's conclusion that "prevention is cheaper than reaction" resulted in a challenge to develop a program that would minimize stress, utilize resources more efficiently, have lower staff intensity, have more increased contacts with offenders, and would support a recovery culture.

During PASS, the class structure includes a wellness check-up form that is self-completed by the offender, a greeting and warm-up, seminar topic, and break-out groups. The various classes provided in PASS include anger management, stress management, expression skills, support, wellness planning, safety planning, and reentry planning. Dr. Powell stated she strives to engage the offenders by having "attention grabbers" within the class, such as music or videos. She also stated that 99% of the offenders she is treating have co-occurring disorders, so their problems do not just revolve around mental health issues. Dr. Powell then stated that the people who get well have five key concepts – hope, personal responsibility, education, self-advocacy and support. The offenders can obtain the first four concepts by themselves, but the support will come from family and friends, other offenders, and staff.

Dr. Powell stated that the wellness check-up form the offender turns in to staff at the end of the PASS class allows her to quickly review the offender's mental health status to determine if immediate crisis intervention is needed. At the beginning of the program in 2010, Dr. Powell stated they might have two to three offenders per week that needed intervention. Currently, they may have two or three offenders per month, indicating the offenders are learning how to self-cope with their mental health issues. The real change in the mental health population at JDCC was seen in the peer-to-peer support services. On average, since January 2011, they have 1,407 service contacts a month with the offenders and there are also 106 support groups/classes per month with approximately 135 offenders who choose to participate. Dr. Powell stated these are contacts they were not having at the same time last year. According to Dr. Powell, from July 2009 to December 2009, she had 13 group contacts with offenders with mental health issues. From January 2011 to June 2011, Dr. Powell has had 1,754 group contacts. These contacts are with the same amount of mental health staff, indicating that the PASS Class allows them to contact more of the offenders on a routine basis.

Dr. Powell stated JDCC has offenders that are Certified Recovery Support Specialists (CRSS). These are people with a history of mental illness who have been certified by the State of Oklahoma to be able to provide peer support to others with mental health issues. These offenders are the first certified CRSS in the nation within a correctional setting. These offenders use the same things they learned in PASS Class to teach and assist other offenders.

As the program is still in the early stages, Dr. Powell stated it was too early for generalizing the data. However, preliminary results within the facility show a decrease in the number of misconducts issued to PASS graduates. In summary, Dr. Powell stated the advantages of the PASS program are multiple screenings of large groups of offenders,

decreased need to see stable offenders, and increased time to see those offenders in need of services. The offenders are allowed to choose the type and intensity of the services they receive. They also support a recovery culture for the offender.

Dr. Powell then opened the floor for comments or questions. In response to a question from Mr. Rainey on co-occurring disorders, Dr. Powell stated that a co-occurring disorder is when an individual has a mental illness, such as schizophrenia or depression, as well as another issue, such as a learning disability or a substance addiction. Chair McBee asked about the offender Certified Recovery Support Specialists and the costs associated with hiring individuals from the community to do the same thing as the offenders. He also inquired as to their ability outside of incarceration to continue this type of specialty. Dr. Powell stated when the offenders discharge to the community they will be able to continue doing the same thing. In addition, feedback from those in the community who are utilizing these type of specialists indicate the offenders are doing more than those in the community and will be well prepared upon discharge. She also stated that with their success, those offenders that are currently certified will be able to train other offenders at JDCC to enable more offenders to be certified.

Mr. Rainey asked about training involved in certifying the offenders to be recovery support specialists. Dr. Powell stated there is a state criterion to become a recovery support specialist and the offenders have to meet the same criteria as individuals in the community. The offender has to have a high school diploma or GED, have been in recovery services for a year, and have recommendations for participation. In addition to meeting certain criteria, they have to have 40 hours of specialized training and then pass a test before certification.

Dr. Powell then confirmed for Mr. Rainey that the program is voluntary and offenders may choose to attend PASS Classes. Dr. Powell also affirmed for Chair McBee that they have one class a week with approximately 55 attendees. No further comments or questions were made and Chair McBee thanked Dr. Powell for her presentation.

## 11. Committee Reports

### Committee Chairs

Chair McBee noted that committee members and chairs had recently been reassigned. He then opened the floor for comments from the Committee Chairs.

- **Budget – Chair Robert Rainey, Members Gerald Wright and Matthew McBee**  
Mr. Rainey stated there was nothing to report at this time.
- **Female Offender – Chair Ted Logan, Members David Henneke and Linda Neal**  
Mr. Logan stated there was nothing to report at this time.
- **Public Policy – Chair Gerald Wright, Members David Henneke and Earnest Ware**  
Mr. Wright stated there was nothing to report at this time.
- **Population/Private Prisons – Chair David Henneke, Members Ted Logan and Robert Rainey**  
Mr. Henneke was absent; however, the committee members stated there was nothing to report at this time.
- **Public Affairs/State Boards Interface – Chair Earnest Ware, Members Gerald Wright and Linda Neal**  
Mr. Ware stated there was nothing to report at this time.
- **Executive – Chair Matthew McBee, Members Linda Neal and Ted Logan**  
Chair McBee stated the committee conducted a conference call and nothing else needed to be reported.

## 12. A. Consideration of Motion to Adjourn to Executive Session

Mike Oakley, General Counsel

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)*
- 2) *Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.*

## B. Adjourn to Executive Session

- C. Return from Executive Session
- D. Announcement by the Chair as to the necessity of any Board action, if necessary, as a result of the Executive Session
- E. Vote, if necessary

Chair McBee opened the floor to Mr. Oakley. Mr. Oakley recommended the Board adjourn to Executive Session for discussion of two items.

**Motion:** Mr. Ware made a motion to adjourn to Executive Session. Mr. Rainey seconded the motion. The results of the roll call were as follows: Mr. Henneke – absent; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

The Board entered Executive Session at 1:49 p.m. At 2:30 p.m., the Board returned from Executive Session. Mr. Wright excused himself at this time from the remainder of the meeting.

**Motion:** Mr. Rainey made a motion to return from Executive Session. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – absent; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – absent.

**13. 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) Matthew McBee, Chair**

Chair McBee opened the floor for any new business. With no further comments, the Board moved to the next agenda item.

**14. Announcements Matthew McBee, Chair**

Chair McBee had no further announcements for the Board or attendees.

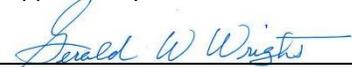
**15. Adjournment Matthew McBee, Chair**

There being no further business to come before the meeting, Chair McBee adjourned the meeting at 2:32 p.m.

**Motion:** Mr. Rainey made a motion to adjourn the meeting. Ms. Neal seconded the motion. The results of the roll call were as follows: Mr. Henneke – absent; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – absent.

I hereby certify that these minutes were duly approved by the Board on the 21<sup>st</sup> day of October, 2011, in which a quorum was present and voting.

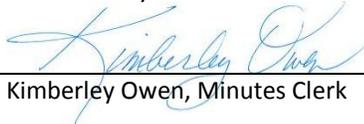
Approved by:



Gerald W. Wright, Secretary of the Board

October 21, 2011

Submitted by:



Kimberley Owen, Minutes Clerk