

OKLAHOMA BOARD OF CORRECTIONS MEETING
Clara Waters Community Corrections Center
9901 N I-35 Service Road
Oklahoma City, Oklahoma
February 23, 2012

1. Opening and Roll Call

Matthew McBee, Chair

Chair McBee called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m. at Clara Waters Community Corrections Center (CWCCC), on Thursday, February 23, 2012. Those Board members in attendance were:

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

A quorum was present and the meeting continued. Chair McBee welcomed everyone and thanked them for their attendance. He recognized Representative Mike Shelton and invited him to speak after Mr. Young's welcome. Also recognized were Chief Gerald McCauley from the Arcadia Police Department; Representative Jeannie McDaniel, who is on the meeting agenda; and Cody Inman, Governor Mary Fallin's office.

2. Welcome/Remarks

Leroy Young, District Supervisor

Oklahoma County Community Corrections/Residential Services

Chair McBee recognized and opened the floor to Mr. Young, who welcomed the Board, Director Jones, and other staff to CWCCC, stating that he and his staff were very pleased to host the meeting. Mr. Young stated that he and the CWCCC staff are very proud of the facility which re-opened in 2008 after being severely damaged in 2003 during a tornado. He stated their responsibility to the agency and to the facility is to keep it in the same condition as when they moved in as it is the first facility built within the agency in many years. In addition to CWCCC, Mr. Young supervises one other facility within the district, Oklahoma City Community Corrections Center (OKCCCC), and they are also the host facility for the Oklahoma Halfway House and Carver Transitional Center. Mr. Young thanked members of his advisory board that were in attendance and also Mr. Richard Dunkle, Oklahoma Halfway House Administrator. Mr. Young stated that CWCCC can house 290 offenders and they are one of the designated facilities for the GPS law that went into effect on November 1, 2011; offenders can be shipped directly to their facility from Lexington Assessment and Reception Center (LARC) for participation in the GPS program. He once again welcomed everyone to the Board meeting.

Mr. Henneke asked Mr. Young to provide information about the medical facilities to the meeting attendees. Mr. Young stated that CWCCC was built with room for a medical unit due to the proximity to Oklahoma City and necessary medical services available in this area. The medical unit provides services to offenders housed at CWCCC, OKCCCC, Oklahoma Halfway House, Carver Transitional Center, and Union City Community Corrections Center (UCCCC). No further questions or comments were raised and the item was closed.

Chair McBee invited Representative Shelton to approach the podium. Representative Shelton began by thanking the Board and welcoming everyone in attendance. He commended the Board members for their commitment and understanding of the purpose for their role. He stated that every committee is not set up the same and it is clear from the work the Board has done, and the feedback they get from the legislation, that they are striving to improve the agency. He also commended Ms. Neville Massie for her work with the legislative body. He then stated that he felt Director Jones is one of the top agency directors in the state and he expressed gratitude to him for his guidance and leadership of the agency. He continued by expressing his gratitude to all agency staff and their tireless efforts to keep Oklahoma safe.

3. Old Business

Matthew McBee, Chair

There was no old business brought before the Board and the item was closed.

4. Approval of January 13, 2012, Board Meeting Minutes

Matthew McBee, Chair

Chair McBee opened the floor for approval of the minutes from the November 18, 2011, meeting of the Oklahoma Board of Corrections. No comments or questions were raised by the Board regarding the minutes.

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

The meeting minutes were approved; no other comments or questions were made and the item was closed.

5. Director's Comments

Justin Jones, Director

Chair McBee opened the floor to Director Jones, who began by acknowledging a special guest in the audience, offender Frank Owens, and expressed his appreciation to him for attending the meeting. Director Jones stated he had previously visited with Mr. Owens and then stated that staff members in all facilities, with evidence-based programming and activities, make a difference in people's lives, but especially at CWCCC, because of its location and its mission to reintegrate people back into their community. Director Jones challenged Mr. Owens to continue with his activities after he is released; activities that include teaching bible school and performing as an usher at Fairview Baptist Church. Director Jones stated he invited Mr. Owens to attend so he could see how government and citizens work together to oversee a state agency.

The following ODOC updates were then provided by Director Jones:

- Per state statute, Director Jones advised the Board of an emergency purchase made on February 1, 2012. On January 31, 2012, two hot water tanks, one in the kitchen and the other in the F-Cell housing unit, at Oklahoma State Penitentiary stopped working. Because of the risk to life, and health and safety concerns, the emergency purchase of two new hot water heaters was approved at a cost of \$18,027.92. As ODOC completed the project, there was no labor costs associated with the installation.
- Six years ago, the Oklahoma Correctional Employee Memorial Foundation (OCEMF) broke ground for the future memorial for Oklahoma's correctional employees killed in the line of duty. Director Jones stated he was proud to announce that OCEMF has now raised enough funds to begin construction of the memorial which will be located in front of the ODOC Administration building.
- BOC member David Henneke, along with Director Jones, met with Robert Anderson with Kaiser Oil Company, Amy Santee from the George Kaiser Family Foundation, Kathryn Willingham, Vice President of Cactus Drilling, Robbie Tyson, President of Cactus Drilling and Bill Johnson Correctional Center's (BJCC) Advisory Board members at the facility to tour and discuss the hiring and training of BJCC offenders.
- Senator Connie Johnson, Representative James Lockhart, and Representative Jeannie McDaniel toured the Career-Tech and Education department at Jess Dunn Correctional Center (JDCC) on January 30, 2012. Accompanying them during the tour was Executive Assistant Neville Massie, Deputy Director Kenny Holloway, and Programs Administrator Clint Castleberry.
- On January 28, 2012, the ODOC Honor Guard traveled to Marianna, Arkansas, to attend the funeral of Sgt. Barbara Ester, and Arkansas Correctional Officer who was killed in the line of duty on January 20, 2012. The Honor Guard assisted by directing traffic and posting at the funeral service. They were joined by Honor Guards from the states of Arkansas, Michigan, South Dakota, and the Correctional Peace Officers Association.
- The OCI Housing manufacturing operation at LARC completed construction and placement of a 1,200 square foot home for the Department of Wildlife Conservation's Wildlife Management Area in Marietta, Oklahoma. The quality of the home has generated significant interest in building additional wildlife management areas for them.
- UCCCC's latest employer for offenders, Permian Tank in El Reno, now has 13 offenders employed at the company.
- Superintendent Pam Humphrey received notification that the JDCC Education Unit will receive an additional \$20,000 from the Carver Foundation for offenders to attend college. This money will assist selected offenders proven to be serious college students interested in working towards an associate degree. In addition the FEW Foundation (Friends of Eddie Warrior), received an additional \$40,000 to provide college funding for the female offenders at the Eddie Warrior Correctional Center.

- Dr. Robert Powitzky, Chief Mental Health Officer of ODOC’s Mental Health Services, gave a training presentation on latest developments and management solutions of the ODOC Suicide Prevention Program at the January Upper Management Meeting. Director Jones also approved the scheduling of an all-day seminar “Suicide and Self-injury Prevention in Corrections,” to be held in May 2012 by the director of Mental Health Services, Florida DOC.
- All females at the new Enid Halfway House operated by Catalyst are employed; however, Advanced Foods is coming to the facility to interview the ladies as they would like to hire more offenders.
- Joyce Jackson was presented a Trailblazer award at the 27th Annual Black Heritage Celebration, one of the largest gatherings in the state. The Trailblazer Award is given to the person the Black Heritage Committee defines as “going where no man or woman has gone before.” BOC member Ted Logan also attended the event.
- Although the Council on Law Enforcement and Education Training (CLEET) has the authority to issue a bond to build additional training space at its headquarters in Ada, the Attorney General has ruled that they do not have the authority to sub-lease to ODOC for our training academy participants. With the Department of Public Safety soon beginning their trooper academy and CLEET no longer an option to house ODOC’s trainees, ODOC staff is pursuing other avenues with the military facility that is near ODOC Administration.
- Director Jones thanked Board members Earnest Ware and Ted Logan for attending the Justice Reinvestment Initiative (JRI) luncheon on February 9, 2012. State representatives from Texas were present at the luncheon to speak on the Texas JRI and its effect on their state.
- Since the Board meeting on January 13, 2012, Director Jones has attended two budget hearings at the state capitol for corrections. He stated he felt the hearings went extremely well but does not have any information on ODOC’s budget approval at this time.

Director Jones then recognized Senator Constance Johnson in the audience. Chair McBee opened the floor to Senator Johnson for comments or remarks. Senator Johnson stated she was pleased to be present and expressed gratitude to everyone in attendance at the meeting in her district. She stated that although there is pending legislation that could eliminate agency boards, she will continue to support the ODOC Board, its mission and the role it plays in the community and state. She offered her assistance to the Board members throughout the legislative session and invited them to call her with any issues concerning corrections.

No further comments were made and the item was closed.

6. Task Force on the Children of Incarcerated Parents

**The Honorable Jeannie McDaniel
Oklahoma State Representative**

Chair McBee opened the floor to Representative McDaniel. Representative McDaniel thanked the Board members and stated it was an honor to be at the meeting and share information on the task force. A handout was provided to the Board members for review that outlines the task force’s recommendations for helping children of incarcerated parents. The task force’s recommendations include:

- Support activities to maintain contact between an incarcerated parent and a minor child when it is in the best interest of the child.
- Eliminate any barriers preventing children of incarcerated parents from accessing quality health care.
- Develop a statewide training curriculum which serves to educate participants on the sweeping adverse effects that parental involvement in the criminal justice system has on children.
- Provide parent education programs (including child development) to parents to help support a healthy and strong parent-child relationship.
- Provide information to incarcerated non-custodial parents on how to responsibly address financial obligations to their children while incarcerated.
- Expand the use of community-based sentencing options utilizing evidence-based intervention programs and services targeted to reduce criminal risk factors.

- Designate the Oklahoma Commission on Children and Youth as the official state agency responsible for increasing public awareness, coordinating research, creating a resource clearinghouse which identifies available services to children of incarcerated parents, and coordinating an advisory committee. This work should continue collaboratively with agencies, community and faith-based providers to better meet the needs and improve the quality of life for children of incarcerated parents.

No further comments or questions were raised by the Board and the item was closed.

7. Budget Report

**Greg Sawyer, Chief
Departmental Services**

Chair McBee opened the floor to Mr. Sawyer for the ODOC Budget Report as of January 31, 2012. Mr. Sawyer provided the following information:

- Expenditure summary – Based on seven months of expenditure data, a surplus of \$5.9 million exists for fiscal year 2012. This surplus is \$1.1 million less than reported the previous 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 69.7%. This totals 4,110.1 out 5,894.6 authorized FTE. At the end of January, 4,045.4 positions were filled for a rate of 68.6% with 64.7 FTE under the funded rate. A surplus of \$5.0 million currently exists.
- Contract Beds – Expenditure trends are based on current offender levels as of the end of January. A \$1.0 million 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 expenditures for January reflect a deficit of \$80,105 exists should current expenditure trends continue.

Mr. Sawyer then opened the floor for questions or comments. Mr. Henneke queried why medical expenditures were doing so well, when typically they tend to run very high. Mr. Sawyer stated it was due to the medical and mental health services administration catching issues before they arise. Mr. Henneke commended the administration for their efforts in tracking the medical and mental health services expenditures. Director Jones stated that Mr. Kenny Holloway, Treatment and Rehabilitative Services Administrator, and Dr. Don Suttmiller, Medical Services Chief Medical Officer, have also obtained lower costs for medical care in different areas including renegotiating contracts for services and using outside nurses from personnel companies. Director Jones stated that the management and administration of medical is what is keeping the medical expenditures low. Mr. Henneke again conveyed his appreciation to the medical services administration for their efforts. Chair McBee queried if the mild winter had had much effect on the budget due to energy savings. Mr. Sawyer stated the warmer winter had helped some and it had created less stress on the mechanical systems that warm and cool the housing units.

Director Jones then stated that with the payroll expenditures, ODOC is attempting to recruit from the same “pool” as the local law enforcement agencies and also the military. ODOC also has the added disadvantage of having natural gas and oil industries in the state that draw from the employment “pool.” Director Jones stated that due to these reasons, along with the economy, ODOC has to determine sometime in the near future whether to raise entry-level salaries in order to be competitive; however, that can only be accomplished legislatively. Director Jones also stated that when talking about vacancies within the agency, it is not because we do not have the funds to fill those positions; it is more of finding the right applicant and passing their background check. Mr. Henneke then queried the possibility of giving raises to ODOC employees. Director Jones stated that raises are given legislatively unless the employee is unclassified. ODOC is one of the top agencies, but the majority of the staff is classified. Cost of living increases have to be legislatively funded and it has been six years since the last salary increase for all classified state employees.

No further questions or comments were noted and the item was closed.

8. Population Report

**Laura Pitman, Ph.D., Deputy Director
Institutions, Division I**

Chair McBee opened the floor to Dr. Pitman for the ODOC Population Update as of February 6, 2012. Dr. Pitman provided the following information:

Total System Offender Population = 25,533
Total Incarcerated Population = 24,166
DOC Facilities = 17,802
Private Prisons = 4,744
County Jails with Contracts = 447

County Jail Offender Backup = 1,396
Halfway Houses = 1,173
Probation Supervision Offenders = 21,093
Parole Supervision Offenders = 3,171
Total System Population = 49,797

Chair McBee then opened the floor for questions and comments. None were raised and the item was closed.

9. Approval/Confirmation of Appointments

**Renee Watkins, Deputy Director
Institutions, Division II**

- **Doug Byrd, Warden
John H. Lilley Correctional Center**

Chair McBee opened the floor to Deputy Director Watkins for confirmation/approval of Mr. Doug Byrd's appointment to Warden for John H. Lilley Correctional Center (JLCC). Ms. Watkins shared Mr. Byrd's career progression with ODOC and then asked for the Board's confirmation of Mr. Byrd's assignment to Warden of DCCC.

Motion: Mr. Henneke made a motion to approve Mr. Byrd's appointment to Warden of JLCC. Mr. Rainey seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

Chair McBee invited Mr. Byrd to the podium to speak. Mr. Byrd thanked the Board for their confidence and support. He also thanked Director Jones and Associate Director Edward Evans. He expressed appreciation to Ms. Watkins for the opportunity and to Deputy Director Parker, who he stated was instrumental in his promotion. He acknowledged his wife, who was in attendance, and also thanked her for her support.

10. Legislative Update

Neville Massie, Executive Assistant

Chair McBee opened the floor to Ms. Massie for the legislative update. Ms. Massie stated deadlines are critical in the legislative process and the first deadline passed on February 20, 2012, for the Senate. Monday, February 27, 2012, is the first deadline for Senate bills to be assigned to a Senate Committee. March 1, 2012, is the deadline for Senate bills to be assigned to a second committee as well as House committee bills. In terms of initiatives, Ms. Massie provided the following information on ODOC initiatives:

- HB 2364 – contraband cell phone bill; passed out of the House and Public Safety committee to the House floor and is now on its way to the Senate.
- HB 2366 – occupational licensing bill; scheduled for hearing on the House Economic Development and Tourism and Financial Services committees on Wednesday, February 29, 2012.
- HB 2376 – medical parole consideration for offenders with 85% crimes; failed on February 22, 2012, with the House Public Safety Committee.
- HB 2432 – execution bill to delete electrocution language; as of today's date, it has not been scheduled for a hearing.
- SB 569 – Senator Coates' bill regarding licensing; has not received a hearing and Ms. Massie stated she does not expect that it will.
- SB 1069 – cremation bill; passed committee the week prior and passed the full Senate on February 23, 2012. It is on its way to the House.
- SB 1551 – educational requirements for certain positions; passed the Public Safety Committee the week prior and the Appropriations Committee on February 22, 2012. It will go to the full Senate next.

Ms. Massie then provided information on initiatives ODOC is monitoring:

- HB 3045 – grants the governor the power to remove any board member appointed by him or her; passed House committee on January 11, 2012.
- SB 1908 – by Sen. Russell pertaining to boards; heard on February 22, 2012, in the Senate.
- HB 2585 – by Rep. McDaniel pertaining to Oklahoma Commission on Children and Youth; passed House Appropriations and Budget committee; it will be reviewed for floor consideration

- HB 3052 – Speaker Steele’s bill; has not been scheduled for anything at this time.
- SJR 25 – grants Pardon and Parole board authority to grant parole on certain offenses; carried over from last year and will be put to a vote of the people. The resolution has passed House committee and will now need to be heard on the floor.

Ms. Massie then asked for questions or comments about the information provided. Mr. Henneke queried her opinion on the projected outcome of HB 3045. Ms. Massie stated that Governor Fallin has indicated she supports the recommendation but it will be determined by the public; however, Ms. Massie stated she has not heard much opposition to the proposal.

No further questions or comments were made and the item was closed.

11. Approval of Board Policy

Justin Jones, Director

- *P-020800, Guidelines for Research and Research-Related Activities*
- *P-030100, Provisions of Services/Offender Rights and Responsibilities*
- *P-060100, Classification and Case Management*
- *P-150500, Five Year, System-Wide Capital Improvement Program*

Chair McBee opened the floor to Director Jones for discussion of the policies. Director Jones provided the updates to the policies, which included the effective dates and changes to board member’s names as Chair and Vice-Chair. Director Jones recommended that the Board all four policies with one motion and vote.

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

No other comments or questions were made and the item was closed.

12. Employee Assistance Program

Ken Skidmore, Human Resources Manager

Chair McBee opened the floor to Mr. Skidmore. Mr. Skidmore stated he was asked to provide an overview of the Employee Assistance Program (EAP). He said that most people assume he helps offenders obtain employment or that he works with EPA (Environmental Protection Agency). EAP is a confidential service provided to employees to help them with personal issues that are affecting or may affect their ability to perform their official duties. Personal issues may include things like alcohol or drug abuse, family problems, financial difficulties, and/or mental health problems such as anxiety or depression. It is not intended to take the place of psycho-therapy, but is more of a situational or short-term approach. According to Mr. Skidmore, in the late 1800s, the Heinz Company hired young girls to assist with harvesting cucumbers that would be used to make pickles. These young girls had never been away from home, so the Heinz Company also hired older women to act as chaperones. Mr. Skidmore said this is one of the earliest documented cases of an employer doing something for their employees other than through compensation with salary and wages. Fast-forward to the 1960s; on the West coast, companies would utilize employee assistance to help with alcohol problems. Mr. Skidmore stated the conventional wisdom before that time was if someone had an alcohol problem, they were immediately terminated from the company. It was bad for the employee and even more problematic for the company; the company would then have to take the time and money to recruit, hire, and re-train a replacement for the terminated employee. By helping the employee instead, the company sees the benefit through retaining a valuable, knowledgeable asset to the company.

Because of the success of that approach, the idea was expanded to encompass other areas of concerns for employees, such as mental health issues. Within Oklahoma, Governor Bellmon created an Executive Order in 1988 to implement a statewide Employee Assistance Program within the Office of Personnel Management. Legislation was passed in 1992 making it required for every state employee to have access to the EAP. In 1990, ODOC created a position to focus on the EAP and, in 1998, the EAP unit had two positions: the administrator and an assistant. Mr. Skidmore joined the division that same year, increasing the unit to three. At that time, the EAP unit staff would meet one hour each week with the employee requesting assistance. In 2006, because of a quality assurance process, the decision was made to outsource this part of the program. By contracting with a specialty company, the EAP was able to reallocate two of the positions. Mr. Skidmore stated when they outsourced with another company, the number of employee requests for assistance increased. It is believed this is in part because of easier access for employees to receive assistance or possibly a perception of greater confidentiality.

The EAP is provided at no cost and is very beneficial to the employee and their qualifying family members. Once the employee seeks assistance, the Integris Corporate Assistance Program is accessed. Integris has a statewide network of counselors that are under contract to assist with employee issues. The employee makes, and hopefully keeps, the appointment with the referral counselor to get the help needed. There is not a co-pay or deductible for the employee and their qualified family members. The employee and their household receive an aggregate number of sessions per calendar year. This program does not interact in any way with the employee's insurance; however, if more sessions are needed beyond the six sessions allowed per calendar year, the employee is encouraged to continue treatment utilizing their health benefit network providers.

Mr. Skidmore provided his history and role with the EAP. He currently serves as the contract monitor for EAP with Integris and is available for consultation with managers, administrators, and employees for issues not covered by the contract with Integris. He is also involved with conflict resolution and workplace violence policy-making. He serves as the liaison with mental health professionals regarding employee fitness reviews and evaluations. All of these services were part of EAP prior to outsourcing. In CY 2011, Integris opened 174 new cases for ODOC; 140 employees and 34 dependents. At the end of CY 2011, there were 4,013 employees of which 3.5% sought help. ODOC paid for 458 counseling sessions for the 174 cases, which averages to be about 2.6 sessions per client, at a total cost of \$44,688. Mr. Skidmore then allowed for questions and/or comments.

Mr. Henneke queried who the employee speaks to if they contact the number in EAP pamphlet. Mr. Skidmore said the number is for Integris and the employee would speak directly to their staff. Employees have the option of contacting Mr. Skidmore directly, if they choose, but he does not have to be engaged in the process to ensure confidentiality. Chair McBee inquired as to the availability of the information to employees. Mr. Skidmore stated they provide training in the Drug Free Workplace program and he speaks at meetings to deliver EAP information. Mr. Rainey then queried about the amount of savings with the program. According to Mr. Skidmore, it is estimated to be between \$600,000-\$700,000 in savings to the state and ODOC. Mr. Henneke then inquired about employee morale and mental health. Mr. Skidmore replied that the employee population, on the whole, is much stressed. However, Mr. Skidmore said the average number of employees seeking assistance throughout the various state agencies is 5-10% of that agencies staff. ODOC's average for CY 2011 was only 3.5%. He stated that given the psychological make-up of ODOC's employees, it was not surprising to him that the percentage was somewhat lower.

No further questions or comments were made and the item was closed.

13. Program Update

Carmen Jackson, Assistant District Supervisor

- **CWCCC Program Overview**

Oklahoma County Community Corrections/Residential Services

Chair McBee opened the floor to Ms. Jackson for the CWCCC Program update. Ms. Jackson began by thanking the Board and Director Jones for the opportunity to provide the CWCCC's program information. Ms. Jackson stated the history of CWCCC has always been to bring in partnerships with community entities. The information provided to the Board shows that it is not just what the offenders are learning or the tools that they are given while they are at CWCCC, but also the things that are going to happen when they get home. The offenders have to travel the last part of the journey by themselves to be successful; staff will not be there to do that for them. For that reason, CWCCC has partnered with several people in the community to help the offender be successful after release.

Ms. Jackson first recognized Ms. Faye Tucker, who is the transition coordinator for the district. Ms. Jackson stated Ms. Tucker is the one who contacts most of the community providers and the information provided today are a result of her assistance. One of the programs that they currently have at CWCCC is the 100-hour Transition Program. This program is for those offenders that are close to discharge and ready to go home. The offender has to be able to report completion of this program before they can go to work release. People providing this training include probation and parole retirees, ODOC employees, local church members, etc.

Another program unique to CWCCC is the Central Oklahoma Healthy Start, which deals with the parenting program. The service is provided by the Mary Mahoney Memorial Health Center. Ms. Jackson stated she believes they are one of the only facilities in the state that provides this type of program. When the offender completes the certified program, and especially if they were having issues with the courts about visitation with their children, it provides a favorable recommendation for the offender and for reunification and/or visitation with their children.

In addition to these programs, Ms. Jackson outlined other ODOC-approved programs available at CWCCC; including programs like GED, Literacy, Seeking Safety, Moral Reconciliation Therapy, and Thinking for a Change. They also encourage healthy lifestyles and have implemented a program called Living Longer, Living Stronger. With numerous providers from state agencies, churches, and rehabilitation groups, there is a wide variety of choices for the offenders to meet their needs.

Ms. Jackson stated that CWCCC encourages the offenders to be employed. The facility has several Prisoner Public Works Program (PPWP) crews that work in local communities; Arcadia, Spencer, Luther, Forest Park and they will soon begin a new crew for the City of Edmond. Ms. Jackson stated she was very excited to report that several of the offenders who have discharged are now full-time employees with some of the cities that utilized their labor while they were incarcerated. Ms. Jackson thanked the Board for allowing her to provide the information.

Chair McBee thanked Ms. Jackson for her presentation and the job that she and other staff do at CWCCC. No further questions and/or comments were raised and the item was closed.

12. Committee Reports

Committee Chairs

Chair McBee then opened the floor for comments from the Committee Chairs.

- **Budget – Chair Robert Rainey, Members Gerald Wright and Matthew McBee**
Mr. Rainey stated the committee had no report for the Board at this time.
- **Female Offender – Chair Ted Logan, Members David Henneke and Linda Neal**
Mr. Logan stated the committee had no report for the Board at this time.
- **Public Policy – Chair Gerald Wright, Members David Henneke and Earnest Ware**
Mr. Wright stated the committee had no report for the Board at this time.
- **Population/Private Prisons – Chair David Henneke, Members Ted Logan and Robert Rainey**
Mr. Henneke stated the committee had no report for the Board at this time.
- **Public Affairs/State Boards Interface – Chair Earnest Ware, Members Gerald Wright and Linda Neal**
Mr. Ware stated the committee had no report for the Board at this time.
- **Executive – Chair Matthew McBee, Members Linda Neal and Ted Logan**
Chair McBee stated the committee conducted a conference call on February 9, 2012, and the meeting minutes are included in the Board members packets. The committee had nothing further to report for the Board at this time.

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)

Matthew McBee, Chair

Chair McBee opened the floor for any new business. None was raised and the item was closed.

16. Announcements

Matthew McBee, Chair

Chair McBee opened the floor for announcements but none were raised and the item was closed.

17. 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."*
4. *"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."* [Director's Evaluation, Offender Deaths, and Pending Investigation]

- 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 advised that this agenda item calls for Executive Session and advised that a motion be made to adjourn.

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

Chair McBee adjourned the meeting at 2:15 p.m. At 3:52 p.m., the Board returned to the meeting room and Mr. Oakley advised that a motion to return from Executive Session was needed.

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 – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

The meeting reconvened at 3:52 p.m. There was nothing to vote on from Executive Session and no other comments or questions were made so the item was closed.

18. Adjournment

Matthew McBee, Chair

There being no further business to come before the meeting, Chair McBee requested to adjourn the meeting.

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

The meeting was adjourned at 3:55 p.m.

I hereby certify that these minutes were duly approved by the Board on the 29th day of March, 2012, in which a quorum was present and voting.

Approved by:



 Gerald W. Wright, Secretary of the Board

March 29, 2012

Submitted by:



 Kimberley Owen, Minutes Clerk