

OKLAHOMA BOARD OF CORRECTIONS MEETING
Council on Law Enforcement Education and Training
Administration Building, Conference Room
2401 Egypt Road
Ada, Oklahoma
July 29, 2011

1. Opening and Roll Call

Matthew McBee, Chair

Chair Matthew McBee called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 12:59 p.m. at the Council on Law Enforcement Education and Training Center (CLEET) in Ada, Oklahoma, on Friday, July 29, 2011. Those Board members in attendance and representing a quorum were:

David Henneke
Earnest Ware

Matthew McBee
Gerald Wright

Linda Neal

Robert Rainey

Absent from the meeting was Ted Logan.

2. Welcome/Remarks

**Steven Emmons, Interim Director
CLEET**

**Stan Florence, Director
Oklahoma State Bureau of Investigation (OSBI)
CLEET Council Member**

**Jason O'Neal, Chief
Chickasaw Lighthouse Police Department
CLEET Council Member**

Chair McBee recognized and opened the floor to Mr. Emmons who thanked the Board and Oklahoma Department of Corrections (ODOC) staff for visiting the facility and expressed his enthusiasm for hosting the meeting. He stated that there were approximately 150 trainees at the facility on this date and he felt that it was a good day for staff and Board members to observe the training in progress. Mr. Emmons stated that CLEET is a very gracious agency, working with the City of Ada to participate in the city's activities, and he is looking forward to future involvement with ODOC activities to assist with training. Again, Mr. Emmons thanked the Board and staff for attending the meeting and welcomed them to the facility.

The floor was then opened to Mr. Florence. Mr. Florence stated he represents the CLEET Council, of which there are 13 members. The CLEET Council meets quarterly, with three of the meetings being at CLEET and one meeting in Oklahoma City. The CLEET Council is comprised of local representation, chiefs of sheriff's associations, and state agencies. Mr. Florence stated on behalf of the Council that they were very pleased that they could host the Board meeting and they are open to partnering with ODOC in areas that will be beneficial to both parties.

Mr. O'Neal was then recognized by Chair McBee and given the floor. As a representative of the Chickasaw Lighthouse Police Department and the CLEET Council, he welcomed the Board and meeting attendees to the City of Ada. He expressed his pride in the facility and the local community, stating that the community fully supports public safety.

Chair McBee thanked Mr. Emmons, Mr. Florence, and Mr. O'Neal for the tour of the facility and for their hospitality in hosting the Board meeting. At this time, Michael Southard, President and CEO of Ada Jobs Foundation, and Matt Graves, Director of Construction Administration for Architects In Partnership, requested audience with the Board to welcome them to Ada, Oklahoma. Mr. Southard stated that his agency had worked diligently with the community to bring CLEET to the City of Ada. He also stated that public safety was one of the key target industries they had focused on, along with education and manufacturing. Mr. Graves then provided a preliminary drawing of proposed housing for ODOC CLEET trainees. The existing structure had been built to accommodate future growth and the drawing indicated how housing for ODOC trainees could be added without complication.

According to Director Jones, one of the reasons ODOC was considering the CLEET location for housing ODOC trainees is because the Oklahoma Highway Patrol (OHP), which we now share with the Department of Public Safety, will begin their Trooper/Cadet Training Academy in March 2012. Although ODOC will still have classroom space at the OHP site, we will need to find dorm room space for our trainees once the OHP academy begins. If the CLEET location is chosen, it would provide a central location for ODOC to send staff for training.

3. Old Business

Matthew McBee, Chair

There was no old business brought before the Board.

4. Approval of June 16, 2011, Board Meeting Minutes

Matthew McBee, Chair

Chair McBee opened the floor for approval of the minutes from the June 16, 2011, meeting of the Oklahoma Board of Corrections.

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

5. Director's Comments

Justin Jones, Director

Chair McBee opened the floor to Director Jones, who provided the following ODOC updates:

- Director advised that in July 2011, Oklahoma State Penitentiary (OSP) had six (6) Air Conditioning (A/C) compressors go down in the mental health unit, as well as, H-Unit and A-Unit. Without air to these units, the extreme temperatures create dangerous health and safety risks for both the offenders and staff. The estimated cost to purchase A/C compressors was approximately \$16,000.
- The water pump for the City of Hominy broke down in July, causing a water shortage at Dick Conner Correctional Center (DCCC). The water levels in the water storage tank had become so low that it was necessary to turn off the chillers. DCCC was without air and also had to fill containers with water to have for sanitary purposes. As a result, multiple emergency acquisitions were necessary. DCCC purchased ice, bottled water, portable AC units for the medical unit, trash cans to store water, spigots and bushings to access the water in the containers, and contractors for ice machines after they were turned back on. Purchases made totaled \$8,907.08.
- Oklahoma Correctional Industries (OCI) requested an emergency declaration so they could purchase three (3) 12½ ton A/C units that were used in the Private Partnership (cloning tree project) at James Crabtree Correctional Center (JCCC). With intermittent air from these units, the temperatures were expected to exceed the allowable temperature for the germinates. Total cost to purchase the A/C units was approximately \$19,500.
- OCI received positive accolades in an article published in the June 23, 2011, edition of the "Journal Record". The article focused on the 'good things' ODOC does through OCI.
- The mattress operation at John Lilley Correctional Center (JLCC) is re-covering and rebuilding mattresses for college and university dormitories. The two largest reconditioning jobs are with the University of Central Oklahoma and Oklahoma State University Okmulgee. In addition, new mattresses are being constructed for the new dormitory at Rogers State University and the School of Math and Science in Oklahoma City.
- The Oklahoma Health Care Authority conducted focus groups with female offenders who have minor children to discuss how to increase enrollment in SoonerCare. The focus groups were held at Hillside Community Corrections Center (HCCC) on June 14, Kate Barnard Community Corrections Center (KBCCC) on June 15, Mabel Bassett Correctional Center (MBCC) on June 28, and Dr. Eddie Warrior Correctional Center (EWCC) on June 29. Findings include that most mothers were covered by SoonerCare during their most recent pregnancy, that most children of these mothers are covered through SoonerCare while the mother is in prison, and that most mothers would have benefitted from intervention for addiction during their most recent pregnancy. A report of the focus group findings is being prepared by the Oklahoma Health Care Authority and will be distributed to participants once it is available.
- The Annual Play Days at EWCC was on June 15-16, 2011. An average of 100 children of offenders and 45 parents participated in the event each day. Volunteers served as escorts for the children arriving and leaving the facility.

Director Jones extended a special 'thank you' to Girl Scouts Beyond Bars for transporting children and families from Tulsa to EWCC for this event.

- Director Jones, Dr. Laura Pitman, Deputy Director of Female Offender Operations, and Leo Brown, Religious and Volunteer Services Coordinator, attended the Genesis 1 Annual Barbeque on Saturday, June 18, 2011, in Gore, Oklahoma. Director Jones reminded the Board members that Genesis 1 was recognized in June 2011 as the Volunteer Organization of the Year.
- Twenty-six (26) offenders from MBCC were on the Rose State College Spring 2011 Honor Roll. Director Jones thanked Board member Gerald Wright for attending a fund raiser in Tulsa for Tulsa Community College giving scholarships to offenders at DCCC to enable them to obtain their Associate's Degree. On July 28, 2011, Director Jones and other ODOC staff attended the DCCC College and High School Graduation ceremonies. Chef Jeff from the Cooking Network, and also an ex-offender, spoke to the graduates. The event was very well attended, according to Director Jones.
- Jess Dunn Correctional Center (JDCC) and Lexington Assessment and Reception Center (LARC) each received a \$3,000 competitive grant from the Oklahoma Department of Libraries. These two projects will provide additional and updated resource materials for the leisure libraries at both facilities.
- Executive Communications hosted the National Institute of Corrections (NIC) sponsored training on Public and Media Relations June 20-22, 2011. The training was provided to approximately 150 employees who included Upper Management, Public Information Officers, Deputy Wardens and Assistant Supervisors. The training was provided through a Technical Assistance grant and the NIC sent consultants to conduct the training.
- Executive Communications also launched the first Leadership Academy for Employees on June 7, 2011. Using the same format as the Citizen's Leadership Academy, employees were allowed the opportunity to visit facilities and learn more about ODOC.
- There will be a Justice Reinvestment Initiative (JRI) meeting at ODOC on August 4, 2011, for the statewide working group. Staff from the Council of State Governments Justice Center (CSG) will be in Oklahoma to provide an update on the Justice Reinvestment in Oklahoma. As Director Jones will be unable to attend this meeting due to a previous commitment on this date, Board member Gerald Wright will attend the meeting on his behalf. Provided in the Board packet is the JRI update for Oklahoma, which can also be found on their website at www.justicereinvestment.org/states/oklahoma.
- Director Jones was invited and attended a National Forum on Recidivism Reduction in Washington D.C. on July 13. He was able to provide updates on the Second Chance Act, additional funding for reintegration, and federal dollars to the state and was also at the press conference on Capitol Hill. Director Jones stated it was an honor to attend the forum.
- Director Jones attended the CSG Board Meeting in San Francisco July 24-26, 2011. Director Jones stated that a presenter providing information on the Second Chance Act stated that several states were not having much success. The presenter showed a chart which indicated there was only 1% of the recipients that was having success with Second Chance Act, which was the state of Oklahoma.

6. Population Report

**Ed Evans, Associate Director
Field Operations**

Chair McBee opened the floor to Mr. Evans for the ODOC Population Update as of July 5, 2011. Mr. Evans provided the following information:

Total System Offender Population = 25,433	County Jail Offender Backup = 1,341
Total Incarcerated Population = 24,320	Halfway Houses = 1,161
DOC Facilities = 18,011	Probation Supervision Offenders = 21,611
Private Prisons = 4,713	Parole Supervision Offenders = 3,299
County Jails with Contracts = 435	Total System Population = 50,343

Mr. Evans then opened the discussion for questions or comments. Mr. Henneke indicated that he is attempting to connect with Governor Fallin's General Counsel to discuss the Governor's action on Parole decisions. Mr. Henneke also questioned whether the backlog of parole decisions left over from former Governor Henry's regime had been processed yet through Governor Fallin's office. He also inquired if the numbers provided on the Population Update regarding files

sent to the Governor's office included those left over from Governor Henry's regime. Director Jones stated there was a delay in April 2011 in getting parole recommendations to the Governor's office. Although approved for parole in April by the Pardon and Parole Board, it was June 2011 before they were sent to Governor Fallin for review. Director Jones also stated that the Pardon and Parole Board approved approximately 28% of the offenders they reviewed and, of those 28%, only one third were approved by Governor Fallin.

In response to the parole decisions left over from former Governor Henry's regime, Mr. Hines stated that ODOC staff met with Governor Fallin's staff and there are only 14 parole recommendations left to review. In response to an inquiry from Mr. Henneke, Mr. Hines stated they are meeting with Judy Copeland, Governor Fallin's General Counsel, and Rebecca Frazier, Assistant General Counsel, to discuss issues with the parole process. Director Jones also noted that due to the retirement of Anita Bailey under the Voluntary Buy Out option, her position had been left vacant until just recently. The position has been filled and the parole process is now on track again.

7. Approval of Resolution

Gerald W. Wright, Secretary

- *Retirement of Bobby Boone, Deputy Director, Institutions*

Chair McBee opened the floor to Mr. Wright for presentation of Mr. Bobby Boone's resolution in honor of his recent retirement from ODOC. Although Mr. Boone was not present at the meeting, Mr. Wright read the following resolution for the Board and other attendees:

WHEREAS, *the Oklahoma Board of Corrections received with deep regret the news of the well-deserved retirement of Bobby Boone; and*

WHEREAS, *Bobby Boone began his employment with the Oklahoma Department of Corrections as a Correctional Officer at Lexington Assessment and Reception Center in 1977, advancing steadily throughout his career and serving distinctly in many responsible and leadership positions to include Unit Manager and Unit Operations Captain of Joseph Harp Correctional Center, Chief of Security and Deputy Warden at Oklahoma State Penitentiary, Warden at Mack Alford Correctional Center, and Deputy Director of Institutions; and*

WHEREAS, *throughout the career of Bobby Boone, he has been consistently recognized as an exceptional public servant for his initiative, productivity, hard work, dependability, competence, efficiency and commitment to excellence and to the department's mission; and*

WHEREAS, *Bobby Boone was an effective member of Senior Staff and the Department's upper management team, contributing immeasurably to the development and the enhancement of departmental policies, procedures, and the overall operations of the Department of Corrections; and*

WHEREAS, *Bobby Boone concluded his highly respected service in the Oklahoma Department of Corrections, culminating 33 years of devoted and exemplary service to the state of Oklahoma:*

BE IT THEREFORE RESOLVED, *that the Oklahoma Board of Corrections does hereby acknowledge the outstanding service of Bobby Boone to the Oklahoma Department of Corrections and state of Oklahoma and extends to him sincere congratulations and best wishes for a satisfying retirement.*

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

Mr. Henneke then requested the floor and expressed his indebtedness for Mr. Bobby Boone's selfless efforts and contributions to the state of Oklahoma, the ODOC, and also to the offenders. He further stated that Mr. Boone had most certainly left a positive impact on thousands of lives during his employment with ODOC. Mr. Henneke also expressed well wishes to Mr. Boone on his retirement and also to his health.

8. Approval of Resolution for Agency Probation and Parole Officer of the Year

**Reginald Hines, Deputy Director
Community Corrections**

- *Nathan Rhea, Probation and Parole Officer II, TCDC*

Chair McBee opened the floor to Mr. Hines for presentation of Mr. Rhea's resolution for Agency Probation and Parole Officer (PPO) of the Year. Mr. Hines stated it was privilege and honor to read the resolution. He also invited Probation and Parole Officer Nathan Rhea to join him at the podium during the reading of the following resolution:

***WHEREAS**, the Oklahoma Department of Corrections is privileged to have a group of men and women who are trained professionals and who serve valiantly to ensure supervision and accountability of probation and parole offenders in communities across the state of Oklahoma; and*

***WHEREAS**, the Oklahoma Department of Corrections is fortunate to have nearly 300 probation and parole officers who are dedicated and committed to carrying out the agency's mission in a professional manner; and*

***WHEREAS**, each year one probation and parole officer is selected as the outstanding officer for his or her district; and*

***WHEREAS**, the district officers are interviewed and the Oklahoma Department of Corrections selects an Agency Probation and Parole Officer of the Year who exemplifies the highest standards of professionalism in "Protecting the Public, the Employee, and the Offender":*

***BE IT THEREFORE RESOLVED**, that the Oklahoma Board of Corrections does hereby announce and proclaim to all its recognition of **NATHAN A. RHEA**, Probation and Parole Officer II, Tulsa County District Community Corrections, as the 2010 Agency Probation and Parole Officer of the Year.*

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

Director Jones asked Chair McBee to open the floor to PPO Rhea for any comments. Chair McBee agreed and PPO Rhea thanked the Board for the resolution. He stated it was an honor and a great opportunity to be recognized by the Board and also by ODOC.

Mr. Hines then asked the PPOs awarded Outstanding PPO by their District Supervisors to also be acknowledged by the Board. The PPOs in attendance were then invited to stand for recognition. Mr. Hines stated that Oklahoma has some of the best PPOs in the country and that is exemplified by them receiving numerous national awards. It is further demonstrated by other states sending representatives to Oklahoma to observe our PPOs supervision strategies. Director Jones then noted that a National Institute of Justice (NIJ) study reviewed every state or county system that claimed to be evidence-based probation and parole supervision and Oklahoma was the only state identified across the Board as evidence-based. Other states had elements, according to Director Jones, and others had none, but Oklahoma was the only state recognized as evidence-based.

Chair McBee thanked all the PPOs present for attending the meeting and he expressed the Board's appreciation for all the work they do for ODOC. He also expressed gratitude to Mr. Hines for his continued efforts in Community Corrections and he stated the national recognition is a direct result from all of their combined efforts.

9. Approval of Board Policies

Justin Jones, Director

- *P-020700, Oklahoma Department of Corrections Information System*
- *P-050100, Emergency Plans for the Oklahoma Department of Corrections*
- *P-100100, Training and Staff Development Standards*
- *P-150100, Physical Plant Standards and Long-Range Plant Development for Correctional Facilities*
- *P-160100, Purpose and Function of Probation and Parole*
- *P-170100, Community Sentencing*

Chair McBee opened the floor to Director Jones for discussion of the policies that are presented for annual approval. Other than annual effective dates, Chair and Vice Chair names, no other changes were made to the policies. Director Jones recommended that a motion be made to approve all six policies.

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

10. Program Update

**Anita Alford, Transition Coordinator
Community Corrections**

- *100 Hour Transition Program*

Chair McBee then opened the floor to Ms. Alford to provide an update on the 100 Hour Transition Program. She stated that she, Mr. Hines, and Mr. Dan Reynolds originally reviewed reentry programs in Florida and Louisiana to assist in creating a program within Oklahoma that would prepare offenders for release. The 100 Hour Transition Program was implemented based on information obtained from Florida and Louisiana. The program, which provides offenders resources to locate housing, employment, health care services, etc., prior to release, is designed on a 30-day cycle of 100 hours and covers these modules:

- | | |
|---|-------------------------------------|
| Module #1: Goal Setting and Decision Making | Module #6: Family Issues |
| Module #2: Communication and Conflict Resolution | Module #7: Victim Awareness |
| Module #3: Social Skills and Interpersonal Skills | Module #8: Money Management |
| Module #4: Values Clarification | Module #9: Employment and Education |
| Module #5: Healthy Lifestyles | Module #10: Legal Responsibilities |

According to Ms. Alford, designed into the program is the Relational Inquiry Tool which was adopted by the Family Justice Program. This interview tool is immediately utilized upon the offender’s admission into the program. Key questions about the offender’s past, present, and future provides information that assists the program coordinator with determining the core areas that will be most beneficial to the offender. Another important part of the program is the character definitions. Ms. Alford stated that building and changing a person sometimes has to begin from the inside. The VERA Institute was asked to design words that would adapt to this particular reentry program that is in a short-term phase of thirty days. The character definitions of obedience, attentiveness, meekness, discernment, truthfulness, and responsibility were deemed appropriate for the reentry program.

Ms. Alford stated that important to the program was leadership as there was not any funding or staffing available, so she turned to the community for assistance. Her “marketing” included reminding community leaders that the offenders would be returning to their communities to live with their families. The more assistance they received from the community, the more beneficial it would be for all parties involved in their reentry. Recent program responses from offenders and community leaders indicate positive changes were made not just on the offenders, but also on the community leaders. Ms. Alford also noted that the 100 Hour Transition Program received the Governor’s Commendation of Excellence in 2009.

Ms. Alford stated that they have not yet received data on the long-term effects as the program has only been active for three (3) years; however, they will have survival analysis in 2013. She believes there will be a noticeable change in the recidivism rate because currently, out of the 269 program graduates, fourteen offenders have a contractual agreement to stay employed with the company that was contracted for them to work with for one year. The first graduate from the program stayed with their contracted employer for three years after graduation.

Ms. Alford opened the discussion for comments or questions. Mr. Henneke stated that he teaches Module #10 at the Enid Community Corrections Center and can attest to the merits of the program. He stated that he feels like the offenders and the community leaders involved are benefitting from the program. He commended Ms. Alford and those that assisted her in setting up the program. Ms. Alford then expressed her appreciation to Mr. Henneke for his participation in the program as well.

Director Jones stated, and received confirmation by Ms. Alford, that the program is available throughout the state at multiple locations. Ms. Neal also thanked Ms. Alford for her efforts and commitment to the program.

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 that he is hoping to meet with Director Jones in September to discuss ideas on new approaches to the budget. Mr. Rainey stated there was nothing else to report for the Budget Committee.
- **Female Offender – Chair Ted Logan, Members David Henneke and Linda Neal**
Mr. Logan was absent; however, the committee members had nothing to report on his behalf.
- **Public Policy – Chair Gerald Wright, Members David Henneke and Earnest Ware**
Mr. Wright had nothing to report for his committee.
- **Population/Private Prisons – Chair David Henneke, Members Ted Logan and Robert Rainey**
Mr. Henneke had nothing to report for his committee.
- **Public Affairs/State Boards Interface – Chair Earnest Ware, Members Gerald Wright and Linda Neal**
Mr. Ware had nothing to report for his committee.
- **Executive – Chair Matthew McBee, Members Linda Neal and Ted Logan**
Chair McBee had nothing to report for his committee.

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

Mike Oakley, General Counsel

Pursuant to “Title 25, 307.B” for the following reasons:

- 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.*

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.

Motion: Mr. Henneke 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 – absent; 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 2:20 p.m., the Board returned from Executive Session.

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

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

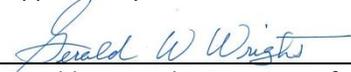
Matthew McBee, Chair

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

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

I hereby certify that these minutes were duly approved by the Board on the 16th day of September, 2011, in which a quorum was present and voting.

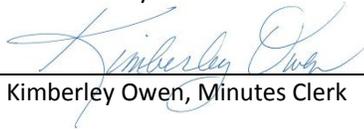
Approved by:



Gerald W. Wright, Secretary of the Board

September 16, 2011

Submitted by:



Kimberley Owen, Minutes Clerk