

**OKLAHOMA
BOARD OF CORRECTIONS
MEETING**

January 17, 2013

Joseph Harp Correctional Center
Lexington, Oklahoma



OKLAHOMA BOARD OF CORRECTIONS MEETING

Joseph Harp Correctional Center
16161 Moffat Road
Lexington, Oklahoma
Thursday, January 17, 2013 / 1:00 p.m.

AGENDA

Note: Members of the Board of Corrections will be lunching together before the Board meeting. No business will be conducted during this time period.

1. Opening and Roll Call Matthew McBee, Chair
2. Welcome/Remarks Mike Addison, Warden
Joseph Harp Correctional Center
3. Old Business Matthew McBee , Chair
4. Approval of November 30, 2012, Board Meeting Minutes Matthew McBee, Chair
5. Director's Comments Justin Jones, Director
6. Budget Report Greg Sawyer, Chief
Departmental Services

Gerald W. Wright, Chair
Budget Committee
7. Adoption of Average Daily Rate Per Inmate Greg Sawyer, Chief
Departmental Services

Gerald W. Wright, Chair
Budget Committee
8. Population Update Laura Pitman, Ph.D., Deputy Director
Institutions, Division I

Linda K. Neal, Chair
Population/Private Prisons Committee
9. Approval of Facility Capacity Modification Laura Pitman, Ph.D., Deputy Director
Institutions, Division I

Linda K. Neal, Chair
Population/Private Prisons Committee
 - Hillside Community Corrections Center
10. Approval/Confirmation of Appointment Renee Watkins, Deputy Director
Institutions, Division II
 - William Monday, Warden, William S. Key Correctional Center
 - Kameron Harvanek, Warden, John Lilley Correctional Center
11. Program Update Ricky Whisenhunt, Psychological Clinician
JHCC SAT Program Director
 - Substance Abuse Treatment Program (SAT)

12. Committee Reports Committee Chairs
- Budget – Chair Gerald Wright, Members Steve Burrage and Matthew McBee
 - Female Offender – Chair Linda Neal, Members Michael Roach and Earnest Ware
 - Public Policy/ Public Affairs – Chair Gerald Wright, Members Kevin Gross and Earnest Ware
 - Population/Private Prisons – Chair Linda Neal, Members Steve Burrage and Michael Roach
 - Executive – Chair Matthew McBee, Members Linda Neal and Gerald Wright
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
14. Announcements Matthew McBee, Chair
15. A. Consideration of Motion to Adjourn to Executive Session Pursuant to “Title 25, 307.B” for the following reasons: Mike Oakley, General Counsel
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.”*
- [Offender Escape/Death]**
- 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
16. Adjournment Matthew McBee, Chair

1/10/2013 2:15:27 PM

The next regular meeting of the Board of Corrections is scheduled for February 28, 2013, 1:00 p.m. at Central District Community Corrections, Oklahoma City, OK.

OKLAHOMA BOARD OF CORRECTIONS
MISSION STATEMENT

We are a select group of Governor appointed, politically diverse volunteers, which directs, advocates and holds accountable stakeholders to effect best correctional practices.

“Advocating Correctional Excellence”



Approval of November 30, 2012,
Board Meeting Minutes

OKLAHOMA BOARD OF CORRECTIONS MEETING
Northeast Oklahoma Correctional Center
442606 E 250 Road
Vinita, Oklahoma
November 30, 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 Northeast Oklahoma Correctional Center (NOCC) on Friday, November 30, 2012. Chair McBee asked the clerk to call the roll:

Steve Burrage, Member	Present	Michael Roach, Member	Present
Kevin Gross, Member	Present	Earnest Ware, Member	Present
Matthew McBee, Chair	Present	Gerald Wright, Secretary	Present
Linda Neal, Vice Chair	Present		

A quorum was present and the meeting continued. Chair McBee welcomed everyone and thanked them for their attendance at the meeting.

2. Welcome/Remarks

Mike Wade, Acting Warden

Northeast Oklahoma Correctional Center

Chair McBee recognized and opened the floor to Acting Warden (AW) Mike Wade. AW Wade welcomed the Board, Director Jones, and meeting attendees to the facility. He stated NOCC first received offenders in December 1994 after the legislature transferred three buildings from Eastern State Hospital to ODOC for use as prison bed space. On November 18, 2011, the facility capacity was increased from 420 to 501, which is the current offender count. AW Wade provided the current demographics of the facility: 54% white, 46% non-white; the average offender age is 47 years; and 40% of the current population is incarcerated for drug-related offenses. AW Wade stated the facility currently has 93 staff and programs include education classes such as Literacy, Adult Basic Education, General Education, and Life Skills. The chapel also provides several programs such as Victim Impact and Alcoholics Anonymous, which are provided by volunteers. AW Wade said volunteers keep the chapel busy almost every night with various religious activities and programs. There are also peer-led groups, HIV Prevention and Awareness Class as well as Living Longer, Living Stronger. In addition to these programs, AW Wade said there are currently 101 job slots in the Prisoner Public Works Program, which send offenders to work in the surrounding community. The facility also has 1,700 acres, utilized by Agri-Services, and employs 35 offenders to maintain 300 head of cattle plus the calves and bulls.

AW Wade thanked the Board and the item was closed.

3. Old Business

Matthew McBee, Chair

Chair McBee opened the floor for discussion of old business; however, none was brought before the Board and the item was closed. Mr. Ware excused himself from the meeting at this time.

4. Approval of October 30, 2012, Board Meeting Minutes

Matthew McBee, Chair

Chair McBee opened the floor for approval of the minutes from the October 30, 2012, meeting of the Oklahoma Board of Corrections. No comments or questions were raised by the Board regarding the minutes.

Motion: Ms. Neal made a motion to approve the meeting minutes. Mr. Wright seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – absent; Mr. Wright – yes.

A quorum was present and 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 for his comments as Mr. Ware returned to the meeting. Director Jones provided the following information to the Board:

- ODOC donated fifty confiscated cell phones to the YWCA as permitted by 57 O.S. § 21, which became effective November 1, 2012.
- Warden Janice Melton, Bill Johnson Correctional Center (BJCC), delivered a presentation to the Legislative Safety Committee at the Capitol on October 11, 2012, in support of increased compensation for ODOC staff.
- Seventeen offenders participated in the “Messages Project” at John Lilley Correctional Center. The offenders read books while being videotaped and these videos are then sent to their children.
- On November 1, 2012, the Dick Conner Correctional Center (DCCC) held a pre-construction meeting for the cell door and lock replacement project. The start date for the project is March 2013 and temporary offender housing is being constructed in the DCCC Leisure Library to house sixty Oklahoma Correctional Industry (OCI) offender workers throughout the duration of the project.
- Senator Bobby Cleveland and Representative Mike Jackson toured the Lexington Assessment and Reception Center (LARC) on October 30, 2012.
- Two new above-ground storm shelters were introduced for the OCI partnership at DCCC. The prototype units were recently displayed at the outdoor home show at the Oklahoma City Fairgrounds by OCI’s partner company.
- The OCI Garment Operation, for the last several years, uses remnant fabric to make children’s coats which are then donated to needy children in the state. This year, 350 warm coats were made and distributed and OCI plans to increase this number for winter 2013.
- The Dental Clinic at Hillside Community Corrections Center (HCCC) has completed the fire alarm installation as well as the sprinkler system. The mechanical work is underway and both the electrical and plumbing inspections are complete.
- As mentioned several months ago, the closing of the Raider Unit in Sand Springs by the Office of Juvenile Affairs, allowed ODOC to receive several air conditioning units and they have been installed at DCCC and James Crabtree Correctional Center. Joseph Harp Correctional Center is scheduled to receive some of the units as well.
- The new footprint work at Oklahoma State Penitentiary continues (OSP), with completion of the ground density study. The order is being prepared for the security fencing and it is in the planning stages with final preparation due in the near future. The new administration building in the final design stages and will be submitted for site adaptation drawings from the A&E company shortly.
- On October 9, 2012, Clara Waters Community Corrections Center (CWCCC) hosted the Youth Leadership Exchange, which consists of high schools students ranging in ages from sixteen to eighteen years old who are a part of the Leadership of Oklahoma City Initiative. Three male offenders from CWCCC and three female offenders from HCCC participated in a “speak out” where the offenders shared their life stories and experiences with the students.
- Friday, October 26, 2012, was the preliminary hearing on Lester Kinchion, who is charged with killing ODOC’s Probation and Parole Officer Jeffrey McCoy. Oklahoma County District Attorney, David Prater, is seeking the death penalty. Director Jones noted there were several ODOC employees in attendance at the hearing to show support for the family.
- The Victim Services Unit has united with Oklahoma Partnership for Successful Reentry over the last year to implement the Healing Communities project across Oklahoma. Healing Communities offers an exceptional model for working with all who have been impacted by crime, including the victim and their family, as well as the offender and their family.
- Seven new teachers were hired during the last two months at the following facilities: Mabel Bassett Correctional Center; James E. Hamilton Correctional Center; William S. Key Correctional Center; LARC; and BJCC. Since the Board meeting in October, seventy-eight offenders earned their GED.
- In October, an HIV Peer Intervention Class, designed to prevent HIV and other sexually transmitted diseases, was completed by 125 male and 67 female offenders. In addition, 45 male offenders completed Living Longer, Living Stronger.

- Forty female offenders completed the four-month long Helping Women Recover program and thirty-one completed the one-month long program. Also, twenty-one female offenders completed an Early Childhood Development course, earning them two college credits.
- Gary Allen was executed on November 6, 2012, and the execution of George Ochoa is scheduled for December 4, 2012, at OSP.
- The first budget hearing with the Office of Finance and the Governor's Office was held on November 9, 2012, and the supplemental request previously approved by the Board was discussed. Director Jones stated he felt it was a very productive meeting.
- Citizenship Leadership graduation was held recently and included in the class this time was a district judge and a state representative. There is a waiting list to participate and there is consideration of shortening the length of the program from nine weeks to six weeks. This would allow ODOC to host three academies a year, allowing more citizens to participate throughout the year.

Director Jones closed his comments and Chair McBee opened the floor for questions or comments. No further comments were made and the item was closed.

6. Budget Report

**Greg Sawyer, Chief
Departmental Services**

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

- Expenditure Summary – Based on four months of expenditure data a deficit of \$14.4 million exists for fiscal year 2013. This deficit is \$700,000 larger than the deficit 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 68.9%; this totals 4,059.1 out of 5,894.6 authorized FTE. At the end of October, 3,992.8 positions were filled for a rate of 67.7% with 66.3 FTE under the funded rate. A surplus of \$3.6 million currently exists.
- Contract Beds – Expenditure trends are based on current offender levels as of the end of October. An \$11 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 expenditure trends for October reflect a deficit of \$7 million exists should current expenditure trends continue.

Mr. Sawyer then opened the floor for questions or comments. Chair McBee queried about the reason for the medical deficit to which Mr. Sawyer replied he would have to research to determine why there was a deficit; however, he stated it is generally through third-party payer accounts, but he is not aware of any specific reasons.

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

7. 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 October 31, 2012. Dr. Pitman provided the following information:

Total System Offender Population = 26,239
 DOC Facilities = 17,939
 Private Prisons = 5,119
 County Jails with Contracts = 603
 Halfway Houses = 1,175
 Out Count (jails, hospitals, etc.) = 662
 GPS = 727

EMP = 13
 PPCS = 1
 Probation Supervision = 21,070
 Parole Supervision Offenders = 3,057
 Total System Population = 50,366
 County Jail Backup = 1,681

Dr. Pitman noted an error included in the booklets provided to the audience and provided a corrected Population Update to the Board. According to Dr. Pitman, the error was a calculation of totals in the sections for Governor's Actions and Effective Parole Rates. The document in the booklet and the corrected document showed the following information:

Governor's Actions	Females	Males	Total	Corrected Total
Month: October 2012				
Reviewed	8	106	109	114
Approved	5	23	38	28
Denied	3	83	71	86
Percentage Approved	62.50%	21.70%	34.86%	24.56%

Effective Parole Rate	Females	Males	Total	Corrected Total
Month: October 2012				
Percentage Recommended by Board	44.19%	23.17%	24.90%	24.90%
Percentage Approved by Governor	62.50%	21.70%	34.86%	24.56%
Effective Parole Rate	27.62%	5.03%	8.68%	6.12%

Dr. Pitman then directed the Board's attention to the growth increase in the total system offender population over the last year. The increase was 763 offenders; of those, males represent 86% (655 offenders) and females represent 14% (108 offenders). Of the increase in males, 378 are housed in private prison beds (58%) and 176 are housed in county jail contract beds (27%). Of the increase in females, 96 are housed in contracted halfway house beds (89%). Over the same period, county jail inmate backup - comprised of offenders waiting for transfer to assessment and reception centers - has increased by 136 and currently stands at 1,681 offenders. To compare, this would be the same amount of offenders housed in a facility with a population count between that of Joseph Harp Correctional Facility or Lawton Correctional Facility. Dr. Pitman stated the trend being observed in population growth is translating to a demand for contract beds.

Director Jones stated if the offender net growth continues along the same path, ODOC will need to increase the number of private prison beds which are currently not funded. This could cause a change to the supplemental request recently submitted and also to the budget request in the next legislative session. The growth rate will also increase the trending report in contract beds. Director Jones also stated ODOC will need to provide some type of relief to the county jails holding offenders as they wait for bed space within the system. Chair McBee queried the number of available private prison beds if funding were provided. Director Jones stated there are approximately 5,000 beds under current existing contracts, two empty stand-alone facilities and there are still some available beds at Cushing under existing contracts. Director Jones stated if those beds were to be filled and then legislators deny the funding, it could lead to an issue. Chair McBee then queried if Director knew the largest number of offenders ever held in county jail backup to which Director Jones replied approximately 1,800 offenders. Mr. Roach queried the locations of the two empty stand-alone facilities to which Director Jones replied Hinton and Watonga. Director Jones stated suggestions were made to the company owning the facility in Hinton to replace wooden doors in high-security cells and the facility is available if ODOC receives the funding to contract with the facility.

Mr. Wright queried if capacity had been lost from the closing of the units at OSP. Director Jones stated the cells had been closed out of concern for major safety issues; however, those maximum-security offenders went to Davis Correctional Facility, which is a private prison with a maximum-security unit. Mr. Wright stated losing some capacity at OSP meant moving offenders to private prisons and this was budgeted into the supplemental budget request. Mr. Wright asked for clarification on the county-jail backup increasing the total system population, especially at private prisons. Director Jones and Dr. Pitman both confirmed the increase. Mr. Wright stated this would require additional discussion of the budget in January when they begin speaking to legislators. Director Jones agreed with Mr. Wright and stated the legislative committee chairs have not been selected nor have the budget hearing dates been set. Director Jones then stated there is normally a period of leveling off in the numbers of offenders in county-jail backup due to the holidays which will hopefully slow down ODOC's net growth.

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

8. Approval of Board Policy

Matthew McBee, Chair

- *P-010200, Operating Procedures and Policies for the Oklahoma Board of Corrections*

Chair McBee opened the floor for discussion of changes to Board policy P-010200, Operating Procedures and Policies for the Oklahoma Board of Corrections. Chair McBee stated the policy had been previously been sent to each Board member for review and asked if there were any comments regarding the changes. No discussion or comments were made.

Motion: Mr. Ware motioned to approve the Board policy. Mr. Wright seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes; Mr. Wright – yes.

The policy was unanimously approved. No further comments or questions were made and the item closed.

9. Confirmation/Approval of Appointment

**David Parker, Deputy Director
Institutions, Division III**

- *Jim Farris, Warden, Lexington Assessment and Reception Center*

Chair McBee opened the floor to Deputy Director Parker for introduction of and request to approve Mr. Farris as Warden of the Lexington Assessment and Reception Center (LARC). Mr. Parker provided the career progression of Mr. Farris with ODOC and recommended the Board approve him as Warden.

Motion: Mr. Burrage made a motion to approve the appointment of Jim Farris as Warden. Ms. Neal seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes; Mr. Wright – yes.

The floor was opened to Warden Farris for comments. Warden Farris thanked Chair McBee, members of the Board and Director Jones for the opportunity to oversee a great facility. He assured the Board the high level of standards already in place would continue under his supervision. He stated Mr. Parker's high expectations are not any higher than those he had set for himself. He expressed his excitement and nervousness to begin his leadership of LARC. He recognized his parents, who were present in the audience, as being very supportive of him throughout his career with ODOC. He again thanked the Board for their appointment.

No other comments were made and the item was closed.

10. Program Update

**Dolores Verbonitz, Program Manager
Tulsa Reentry One-Stop**

- *Tulsa Reentry One-Stop*

Chair McBee opened the floor to Ms. Verbonitz to provide information on the Tulsa Reentry One-Stop program. She stated she was very excited to share information about the program with the Board. According to Ms. Verbonitz, there were over 1,700 men and women returned to Tulsa after release from incarceration. The men and women face tremendous barriers when returning to society which impacts not only the ex-offenders, but also their families and their communities. The Community Service Council recently received a grant from the Department of Labor to strengthen these communities by providing an employment program for the ex-offenders returning to Tulsa. The Community Service Council previously had a reintegration program and they used the knowledge from the first program to design a new pilot program to address the greatest unmet needs and to use the strategies most effective in assisting ex-offenders.

Ms. Verbonitz stated the One-Stop location was opened in north Tulsa and they are sub-contracting with local organizations who are experts in a specific component of services. All of the project staff in these organizations are co-located at the One-Stop and the case management services are coordinated so it is easier and less complicated for participants to access their services. Counseling and Recovery Services, a local mental health clinic, provides coordinated case management, assessing barriers to reentry and employment, such as housing, transportation, health, and assisting participants with addressing those needs. The participants are able to access substance and mental health substance abuse services provided by this organization through their regular process. The One-Stop is located next to Neighbor for Neighbor, which is a basic needs agency that provides food, emergency financial assistance, dentists, optometrists, and many other services. They prioritize to those who need these services in order to obtain employment so One-Stop's participants will be able to easily access them. In addition, Counseling and Recovery Services employs a peer-support specialist who has a history of substance abuse, mental health issues, and incarceration. This individual teaches a reentry 101 class to participants and their families as well as providing support in other classes from the viewpoint as someone who has already been through the system. Ms. Verbonitz stated this gives credibility to ex-offenders of the services provided.

Workforce Oklahoma provides employment and training services which includes work-readiness training, career assessment and planning, and direct job placement. Their employment specialists work with local employers and training providers to develop training options and career leads. They are also able to access Workforce investment act funds for on-the-job training and other services. Once employed, One-Stop follows up with participants and employers for one year to promote job retention and replacement, if necessary, or further training to promote a career path for better employment.

Ms. Verbonitz stated the Metropolitan Tulsa Urban League recruits, trains, and matches volunteer mentors, or coaches, to participants in an effort to provide ongoing, informal support for work and family issues. The organization has a long history in the community and helps provide One-Stop access and credibility in the community. Ms. Verbonitz stated ODOC is also a strong partner in this initiative. In their previous work, they learned successful programs were the ones that had a presence in the facilities and had developed relationships with the offenders prior to release. ODOC has provided a transition coordinator who works with the facilities to identify and recruit offenders within three months of release who will be returning to the Tulsa area. Because ex-offenders are considered most vulnerable in the time period immediately following release, they make every effort to get them to One-Stop in a timely manner. Ms. Verbonitz stated they are also targeting ex-offenders released without supervision, primarily because there are other programs providing employment services in Tulsa to those still under supervision. Ex-offenders under supervision often have access to assistance programs, unlike those without further supervision. One-Stop partners with and accepts referrals from other reentry programs whose focus is not on employment and they also accept walk-ins from the street who have been referred by other entities in the neighborhood.

Ms. Verbonitz said the project has funds available to pay for outside training, to assist with barriers and to provide incentives to assist with participation. Participants receive gift cards when they reach milestones in the program, such as completion of work readiness training or when they get a job. When the participant is determined to be job-ready, they are provided with vouchers for interview clothing and a monthly bus pass to help them look for work. In order to keep the participants connected to the One-Stop after employment and to help them retain employment, the participants are given gift cards every month for maintaining employment, up to six months. One-Stop's goal is to serve approximately 175 participants a year and place 60% in employment. Once the participants are employed, their goal is for 70% to retain employment for at least one year. Their target average earning is \$9 per hour and they hope to match at least 60% of their participants with mentors or coaches. The Department of Labor is placing more emphasis on training and certifications with a completion rate of 50%, so One-Stop is hoping for a resulting recidivism rate of 22%, or half the national average. Ms. Verbonitz stated with interest from employers and referrals from other agencies, they believe they have gotten off to a good start.

Ms. Verbonitz opened the floor for questions or comments. Chair McBee queried the number of clients currently participating. Ms. Verbonitz stated it changes daily, but as of November 29, 2012, they had 25 participants. Chair McBee then queried how many of those were already employed. Ms. Verbonitz stated this too changes daily, but there were eight participants employed as of the same date. Chair McBee queried if the remaining were in job training or seeking employment to which Ms. Verbonitz replied in the affirmative. Ms. Neal asked if the program was using volunteers or paid personnel. Ms. Verbonitz stated it was paid personnel from the Department of Labor and the mentors would be volunteers; however, the mentor coordinator is a paid position. Ms. Verbonitz stated they also have two employment specialists, two case managers, and a peer support specialist. Director Jones queried if they service participants by zip code. Ms. Verbonitz stated they determined through data analysis what area they would service. The area had to have at least 30% poverty, a higher-than-average recidivism rate, and a higher-than-average crime rate than the rest of the city, in addition to a few other criteria. Director Jones then stated the program is in the highest risk area, to which Ms. Verbonitz stated it is actually larger than north Tulsa and includes parts of east Tulsa and southwest Tulsa.

Chair McBee queried about the ex-offenders who have already contacted One-Stop and how they heard about the program. Ms. Verbonitz stated they have been referred by the transition coordinator, the probation and parole officers, and simply word of mouth in the neighborhood. Chair McBee also queried about employers contacting One-Stop. Ms. Verbonitz stated there have been several including Alpha Manufacturing, who has, because of the demand in the machining industry, attended Open Houses at One-Stop to provide information to participants about their business. Chair McBee queried and Ms. Verbonitz confirmed a partnership with Workforce Tulsa. She stated they sub-contract with all of the entities they mentioned, paying them for their employees who work in the One-Stop offices.

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

15. Committee Reports

Committee Chairs

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

- **Budget – Chair Gerald Wright, Members Steve Burrage and Matthew McBee**
Mr. Wright stated there will be a committee meeting soon, but nothing new to report at this time.
- **Female Offender – Chair Linda Neal, Members Michael Roach and Earnest Ware**
Ms. Neal stated the committee met prior to the Board meeting and she felt it was a very informative meeting. She stated Dr. Pitman shared information about a new program in Cleveland County that has great potential. Dr.

Pitman will be emailing the committee with additional information. Ms. Neal said other programs they had seen had been very costly and this one utilizes local resources. She again said it had great potential and she was excited to see more information on the program.

- **Public Policy – Chair Gerald Wright, Members Kevin Gross and Earnest Ware**
Mr. Wright stated there was nothing else to report at this time but the committee would be very active in the early part of 2013, once the legislative session got started.
- **Population/Private Prisons – Chair Linda Neal, Members Steve Burrage and Michael Roach**
Ms. Neal stated the committee had no report for the Board at this time.
- **Public Affairs/State Boards Interface – Chair Earnest Ware, Members Kevin Gross and Michael Roach**
Mr. Ware stated the committee had no report for the Board and with the change in the Board policy earlier in the meeting, is now merged with the Public Policy Committee.
- **Executive – Chair Matthew McBee, Members Linda Neal and Gerald Wright**
Chair McBee stated the committee had met and minutes were provided to the Board members in their packets. There was nothing further to report for the Board at this time.

16. 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. No other new business was brought before the Board and the item closed.

17. Announcements **Matthew McBee, Chair**

Chair McBee opened the floor for announcements. Mr. Wright stated since there was not a meeting in December, he wished to tell staff he thought they had a great year, safety-wise, and he wished everyone a Merry Christmas. Chair McBee announced the next meeting would be held at Joseph Harp Correctional Center on January 17, 2013. Director Jones thanked the Warden and all the staff of NOCC for their hospitality during the tours and the lunch.

18. 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."* **[Offender Death]**

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 who recommended adjournment to Executive Session to discuss confidential information on offender deaths.

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

All were in approval and Chair McBee adjourned the meeting at 1:37 p.m. At 2:14 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. Burrage made a motion to return from Executive Session. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Burrage – yes; Mr. Gross – yes; Mr. McBee – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes; Mr. Wright – yes.

There was nothing to vote on from Executive Session and no other comments or questions were made so the item was closed.

19. Adjournment

Matthew McBee, Chair

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

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

The meeting was adjourned at 2:15 p.m.

I hereby certify that these minutes were duly approved by the Board on the 17th day of January, 2013, in which a quorum was present and voting.

Approved by:

Gerald W. Wright, Secretary of the Board

Submitted by:

Kimberley Owen, Minutes Clerk

DRAFT



Budget Report

MEMORANDUM

January 14, 2012

To: Matthew H. McBee, Chairman, Board of Corrections
Linda Neal, Vice Chairman, Board of Corrections
Ged Wright, Secretary, Board of Corrections
Earnest D. Ware, Member, Board of Corrections
Steve Burrage, Member, Board of Corrections
Kevin Gross, Member, Board of Corrections
Michael Roach, Member, Board of Corrections
Justin Jones, Director
Ed Evans, Associate Director, Field Operations
Linda Parrish, Deputy Director, Administrative Services
Eric Franklin, Deputy Director, Treatment and Rehabilitative Services
Dr. Laura Pitman, Deputy Director of Division I Institutions
Renee Watkins, Deputy Director of Division II Institutions
David Parker, Deputy Director of Division III Institutions
Reginald Hines, Deputy Director, Community Corrections
Sharon Neumann, Deputy Director, Community Sentencing and Information Services
Joyce Jackson, Executive Communications Manager

From: Greg Sawyer, Chief of Departmental Services

Subject: FY 2013 Fiscal Expenditure Trending Report as of 12/31/2013

The report continues to focus on the major expenditure categories that historically represent 80% of all department costs: payroll, contract beds, and offender medical services.

Expenditure Summary

Based on six months of expenditure data a deficit of \$13.1 million exists for fiscal year 2013. This deficit is \$1.4 million larger than the deficit 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 68.9%; this totals 4,059.1 out of 5,894.6 authorized FTE. At the end of December, 3,960.0 positions were filled for a rate of 67.2% with 99.1 FTE under the funded rate. A surplus of \$605,346 currently exists.

Contract Beds

Expenditure trends are based on current offender levels as of the end of December. A \$7.6 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 expenditure trends for December reflect a deficit of \$6.1 million exists should current expenditure trends continue.

- CC Marilyn Anderson, House Fiscal Staff
- Jose Salinas, Senate Fiscal Staff
- Josh Maxey, Office of State Finance
- Neville Massie
- Dr. Don Suttmiller
- Jerry Massie
- Greg Thomas
- Tom James
- Greg Williams
- Ron Wiser
- Chris Kennedy



Adoption of Average Daily Rate
Per Inmate

Budgeted Average Daily Cost

Statutory Requirement

Title 57 § 561.1 ¶ E.

“At the beginning of each fiscal year, the Department of Corrections shall determine the budgeted average daily cost per inmate. There shall be a separate computation of budgeted average daily cost for maximum security, medium security, minimum security, and community facilities. This information shall be presented to the State Board of Corrections for informational purposes only. After the close of each fiscal year, the Department shall determine the actual average daily cost per inmate for the operational costs at each major category of correctional facility. There shall be a separate computation of the average daily rate for maximum security, medium security, minimum security, and community facilities. The Department shall present to the Board of Corrections at its January meeting comparative data on budgeted daily cost versus actual daily cost, and, after appropriate review and analysis, the Board shall adopt as a final action of the Board an average daily cost per inmate by facility category for the immediately preceding fiscal year.”

Public Only			
Facility Type	FY 2012 Budgeted	FY 2012 Actual	FY 2013 Budgeted
Maximum Security	\$68.47	\$78.50	\$68.93
Medium Security – Male	\$40.64	\$39.33	\$40.60
Medium Security – Female	\$36.67	\$36.50	\$36.95
Medium Security – Combined Average	\$40.07	\$38.94	\$40.07
Minimum Security – Male	\$38.11	\$37.47	\$37.82
Minimum Security – Female	\$34.61	\$36.76	\$34.74
Minimum Security – Combined Average	\$37.71	\$37.39	\$37.47
Community Correction Centers - Average	\$34.22	\$40.07	\$33.87
Community Work Centers - Average	\$30.34	\$35.55	\$30.66

Submitted to the Board of Corrections January 17, 2013

**OKLAHOMA DEPARTMENT OF CORRECTIONS TOTAL COST TO STATE
STATEMENT OF OPERATING COST PER INMATE BASED ON FY 2013 WORK PROGRAM (NOT ACTUALS)**

Unit	Budgeted Costs	Medical Services Costs	Total Direct Cost	Inmates or Clients/Year	Direct Cost Per Inmate	
					Annual	Per Day
Institutions:						
Bill Johnson Correctional Center	\$7,286,908	\$1,604,301	\$8,891,209	630	\$14,113	\$38.67
Eddie Warrior Correctional Center	7,803,231	2,125,375	9,928,606	783	12,680	34.74
Howard McLeod Correctional Center	7,881,683	1,645,763	9,527,446	616	15,467	42.38
Jackie Brannon Correctional Center	8,066,181	1,944,515	10,010,696	737	13,583	37.21
James Hamilton Correctional Center	8,489,177	1,840,938	10,330,115	706	14,632	40.09
Jess Dunn Correctional Center	11,328,115	2,719,354	14,047,469	982	14,305	39.19
John Lilley Correctional Center	8,075,211	2,196,109	10,271,320	836	12,286	33.66
Northeastern Oklahoma Correctional Ctr	7,090,500	1,387,935	8,478,435	501	16,923	46.36
William S. Key Correctional Center	9,811,293	2,773,767	12,585,060	1,087	11,578	31.72
Minimum Security Total	\$75,832,299	\$18,238,057	\$94,070,356	6,878	\$13,677	\$37.47
Dick Conner Correctional Center	\$14,275,037	\$3,631,078	\$17,906,115	1,196	\$14,972	\$41.02
James Crabtree Correctional Center	11,026,562	2,642,365	13,668,927	969	14,106	38.65
Joseph Harp Correctional Center	14,573,680	4,339,890	18,913,570	1,405	13,462	36.88
Lexington Assessment & Reception Ctr	15,701,661	5,243,010	20,944,671	1,438	14,565	39.90
Mabel Bassett Correctional Center	11,703,429	3,616,846	15,320,275	1,136	13,486	36.95
Mack Alford Correctional Center	11,105,225	2,118,454	13,223,679	805	16,427	45.01
Oklahoma State Reformatory	13,562,333	2,717,664	16,279,997	999	16,296	44.65
Medium Security Total	\$91,947,927	\$24,309,307	\$116,257,234	7,948	\$14,627	\$40.07
Oklahoma State Penitentiary	\$24,528,905	\$3,525,623	28,054,528	1,115	\$25,161	\$68.93
Maximum Security Total	\$24,528,905	\$3,525,623	\$28,054,528	1,115	\$25,161	\$68.93
Total Institutions	\$192,309,131	\$46,072,987	\$238,382,118	15,941	\$14,954	\$40.97
Community Corrections:						
Clara Waters Community Corrections Ctr.	2,129,270	801,994	2,931,264	292	10,039	27.50
Enid Community Corrections Center	1,558,970	217,012	1,775,982	99	17,939	49.15
Hillside Comm Corrections Center	2,053,987	705,717	2,759,704	249	11,083	30.36
Kate Barnard Com Corr Ctr	1,744,699	510,626	2,255,325	160	14,096	38.62
Lawton Community Corrections Center	1,759,415	519,359	2,278,774	157	14,514	39.76
Oklahoma City Comm Corr Center	1,996,063	661,704	2,657,767	228	11,657	31.94
Union City Comm Corr Center	2,216,993	544,581	2,761,574	224	12,328	33.78
Total Community Corrections	\$13,459,397	\$3,960,993	\$17,420,390	1,409	\$12,364	\$33.87
Work Centers:						
Altus Work Center	\$834,892	\$241,124	\$1,076,016	110	\$9,782	\$26.80
Ardmore Work Center	813,729	219,204	1,032,933	100	10,329	28.30
Beaver Work Center	634,109	98,642	732,751	45	16,283	44.61
Elk City Work Center	894,478	197,283	1,091,761	90	12,131	33.24
Frederick Work Center	872,134	245,509	1,117,643	112	9,979	27.34
Carter County Work Center	692,894	219,204	912,098	100	9,121	24.99
Hobart Work Center	735,331	186,323	921,654	85	10,843	29.71
Holdenville Work Center	887,637	184,132	1,071,769	84	12,759	34.96
Hollis Work Center	624,975	109,602	734,577	50	14,692	40.25
Idabel Work Center	792,706	179,748	972,454	82	11,859	32.49
Mangum Work Center	840,994	203,860	1,044,854	93	11,235	30.78
Marshall County Work Center	752,598	219,204	971,802	100	9,718	26.62
Sayre Work Center	690,831	140,291	831,122	64	12,986	35.58
Walters Work Center	675,066	186,323	861,389	85	10,134	27.76
Waurika Work Center	569,783	124,946	694,729	57	12,188	33.39
Total Work Centers	\$11,312,157	\$2,755,395	\$14,067,552	1,257	\$11,191	\$30.66
County Jail Beds - Contract	\$ 7,219,137	\$ 1,231,926	\$ 8,451,063	562	\$15,037	\$ 41.20 Note
Halfway House - Contract	17,145,156	2,985,558	20,130,714	1,362	14,780	40.49 Note
Private Prisons - Contract - Medium	66,501,433	1,947,330	68,448,763	4,375	15,645	42.86 Note
Private Prisons - Contract - Maximum	7,636,810	160,237	7,797,047	360	21,658	59.34 Note
Total Facilities	\$315,583,221	\$59,114,426	\$374,697,647	25,266	\$14,830	\$40.63
Probation and Parole:						
Northeast District Community Corrections	\$4,185,377		\$4,185,377	3,826	\$1,094	\$3.00
Tulsa County Dist. Comm. Corrections	4,477,320		4,477,320	4,129	1,084	2.97
Southeast District Comm. Corrections	4,093,301		4,093,301	3,737	1,095	3.00
Southwest District Comm. Corrections	4,002,680		4,002,680	3,637	1,100	3.01
Northwest District Comm. Corrections	3,950,366		3,950,366	3,602	1,097	3.01
Central District Community Corrections	6,044,205		6,044,205	5,505	1,098	3.01
Total Probation and Parole	\$26,753,249		\$26,753,249	24,436	\$1,095	\$3.00
Grand Total	\$342,336,470	\$59,114,426	\$401,450,896	49,702		

Note: All contracted beds include per diem costs and medical costs.

**OKLAHOMA DEPARTMENT OF CORRECTIONS TOTAL COST TO STATE
STATEMENT OF OPERATING COST PER INMATE BASED ON FY 2012 ACTUALS**

Unit	Budgeted Costs	Medical Services Costs	Total Direct Cost	Inmates or Clients/Year	Direct Cost Per Inmate	
					Annual	Per Day
Institutions:						
Bill Johnson Correctional Center	\$7,734,306	\$1,807,898	\$9,542,204	592	\$16,119	\$44.16
Eddie Warrior Correctional Center	7,281,565	2,498,708	9,780,273	729	13,416	36.76
Howard McLeod Correctional Center	6,888,742	2,035,240	8,923,982	611	14,606	40.02
Jackie Brannon Correctional Center	7,712,737	2,057,330	9,770,067	732	13,347	36.57
James Hamilton Correctional Center	7,900,442	2,305,503	10,205,945	693	14,727	40.35
Jess Dunn Correctional Center	9,620,864	2,902,716	12,523,580	977	12,818	35.12
John Lilley Correctional Center	7,853,304	2,554,070	10,407,374	826	12,600	34.52
Northeastern Oklahoma Correctional Ctr	6,311,024	1,594,363	7,905,387	452	17,490	47.92
William S. Key Correctional Center	9,122,238	3,063,688	12,185,926	1,074	11,346	31.08
Minimum Security Total	\$70,425,222	\$20,819,516	\$91,244,738	6,686	\$13,647	\$37.39
Dick Conner Correctional Center	\$12,796,011	\$4,267,108	\$17,063,119	1,189	\$14,351	\$39.32
James Crabtree Correctional Center	10,312,850	3,109,441	13,422,291	997	13,463	36.88
Joseph Harp Correctional Center	14,529,391	5,384,202	19,913,593	1,366	14,578	39.94
Lexington Assessment & Reception Ctr	14,289,053	5,817,410	20,106,463	1,463	13,743	37.65
Mabel Bassett Correctional Center	10,312,294	4,408,693	14,720,987	1,105	13,322	36.50
Mack Alford Correctional Center	10,411,596	2,428,082	12,839,678	795	16,151	44.25
Oklahoma State Reformatory	11,156,958	3,050,872	14,207,830	985	14,424	39.52
Medium Security Total	\$83,808,153	\$28,465,808	\$112,273,961	7,900	\$14,212	\$38.94
Oklahoma State Penitentiary	\$23,110,248	\$4,023,236	\$27,133,484	947	\$28,652	\$78.50
Maximum Security Total	\$23,110,248	\$4,023,236	\$27,133,484	947	\$28,652	\$78.50
Total Institutions	\$177,343,623	\$53,308,560	\$230,652,183	15,533	\$14,849	\$40.68
Community Corrections:						
Clara Waters Community Corrections Ctr.	2,367,731	909,507	3,277,238	270	12,138	33.25
Enid Community Corrections Center	1,484,169	188,309	1,672,478	94	17,792	48.75
Hillside Comm Corrections Center	2,111,758	674,091	2,785,849	222	12,549	34.38
Kate Barnard Com Corr Ctr	1,586,457	447,719	2,034,176	109	18,662	51.13
Lawton Community Corrections Center	1,990,518	841,974	2,832,492	148	19,138	52.43
Oklahoma City Comm Corr Center	2,263,215	791,313	3,054,528	211	14,476	39.66
Union City Comm Corr Center	2,416,944	502,170	2,919,114	216	13,514	37.02
Total Community Corrections	\$14,220,792	\$4,355,083	\$18,575,875	1,270	\$14,627	\$40.07
Work Centers:						
Altus Work Center	\$908,137	\$192,315	\$1,100,452	96	\$11,463	\$31.41
Ardmore Work Center	891,898	190,312	1,082,210	95	11,392	31.21
Beaver Work Center	688,570	86,141	774,711	43	18,017	49.36
Elk City Work Center	916,072	174,286	1,090,358	87	12,533	34.34
Frederick Work Center	916,432	198,325	1,114,757	99	11,260	30.85
Carter County Work Center	875,288	188,309	1,063,597	94	11,315	31.00
Hobart Work Center	784,160	154,252	938,412	77	12,187	33.39
Holdenville Work Center	1,026,948	160,263	1,187,211	80	14,840	40.66
Hollis Work Center	815,119	88,144	903,263	44	20,529	56.24
Idabel Work Center	910,078	156,256	1,066,334	78	13,671	37.45
Mangum Work Center	969,698	162,266	1,131,964	81	13,975	38.29
Marshall County Work Center	812,697	188,309	1,001,006	94	10,649	29.18
Sayre Work Center	766,055	108,178	874,233	54	16,190	44.36
Walters Work Center	757,933	156,256	914,189	78	11,720	32.11
Waurika Work Center	598,832	104,171	703,003	52	13,519	37.04
Total Work Centers	\$12,637,917	\$2,307,783	\$14,945,700	1,152	\$12,974	\$35.55
County Jail Beds - Contract	\$ 5,269,489	\$ 891,461	\$ 6,160,950	445	\$13,845	\$ 37.93 Note
Halfway House - Contract	14,941,393	2,247,684	17,189,077	1,122	15,320	41.97 Note
Private Prisons - Contract - Medium	65,548,104	1,832,360	67,380,464	4,381	15,380	42.14 Note
Private Prisons - Contract - Maximum	7,341,123	148,061	7,489,184	354	21,156	57.96 Note
Total Facilities	\$297,302,441	\$65,090,992	\$362,393,433	24,257	\$14,940	\$40.93
Probation and Parole:						
Northeast District Community Corrections	\$3,708,088		\$3,708,088	3,492	\$1,062	\$2.91
Tulsa County Dist. Comm. Corrections	4,095,351		4,095,351	3,865	1,060	2.90
Southeast District Comm. Corrections	4,667,801		4,667,801	4,387	1,064	2.92
Southwest District Comm. Corrections	4,013,228		4,013,228	3,760	1,066	2.92
Northwest District Comm. Corrections	4,200,744		4,200,744	3,917	1,072	2.94
Central District Community Corrections	5,860,721		5,860,721	5,534	1,059	2.90
Total Probation and Parole	\$26,545,933		\$26,545,933	24,955	\$1,064	\$2.92
Grand Total	\$323,848,374	\$65,090,992	\$388,939,366	49,212		

Note: All contracted beds include per diem costs and medical costs.

**OKLAHOMA DEPARTMENT OF CORRECTIONS TOTAL COST TO STATE
STATEMENT OF OPERATING COST PER INMATE BASED ON FY 2012 WORK PROGRAM (NOT ACTUALS)**

Unit	Budgeted Costs	Medical Services Costs	Total Direct Cost	Inmates or Clients/Year	Direct Cost Per Inmate	
					Annual	Per Day
Institutions:						
Bill Johnson Correctional Center	\$7,155,362	\$1,635,854	\$8,791,216	630	\$13,954	\$38.23
Eddie Warrior Correctional Center	7,761,527	2,129,489	9,891,016	783	12,632	34.61
Howard McLeod Correctional Center	7,948,849	1,646,445	9,595,294	616	15,577	42.68
Jackie Brannon Correctional Center	8,102,547	1,986,430	10,088,977	737	13,689	37.50
James Hamilton Correctional Center	8,430,523	1,857,704	10,288,227	706	14,573	39.93
Jess Dunn Correctional Center	11,270,902	2,719,961	13,990,863	982	14,247	39.03
John Lilley Correctional Center	8,040,834	2,201,647	10,242,481	836	12,252	33.57
Northeastern Oklahoma Correctional Ctr	7,074,026	1,209,980	8,284,006	420	19,724	54.04
William S. Key Correctional Center	9,596,675	2,776,292	12,372,967	1,087	11,383	31.19
Minimum Security Total	\$75,381,245	\$18,163,802	\$93,545,047	6,797	\$13,763	\$37.71
Dick Conner Correctional Center	\$13,822,472	\$3,628,017	\$17,450,489	1,196	\$14,591	\$39.98
James Crabtree Correctional Center	11,331,550	2,606,944	13,938,494	969	14,384	39.41
Joseph Harp Correctional Center	15,131,438	4,336,611	19,468,049	1,405	13,856	37.96
Lexington Assessment & Reception Ctr	15,605,578	5,404,635	21,010,213	1,438	14,611	40.03
Mabel Bassett Correctional Center	11,590,598	3,612,601	15,203,199	1,136	13,383	36.67
Mack Alford Correctional Center	10,950,605	2,119,259	13,069,864	805	16,236	44.48
Oklahoma State Reformatory	13,391,629	2,723,871	16,115,500	999	16,132	44.20
Medium Security Total	\$91,823,870	\$24,431,938	\$116,255,808	7,948	\$14,627	\$40.07
Oklahoma State Penitentiary	\$24,341,749	\$3,521,975	27,863,724	1,115	\$24,990	\$68.47
Maximum Security Total	\$24,341,749	\$3,521,975	\$27,863,724	1,115	\$24,990	\$68.47
Total Institutions	\$191,546,864	\$46,117,715	\$237,664,579	15,860	\$14,985	\$41.05
Community Corrections:						
Clara Waters Community Corrections Ctr.	2,020,839	802,292	2,823,131	292	9,668	26.49
Enid Community Corrections Center	1,552,294	217,568	1,769,862	99	17,877	48.98
Hillside Comm Corrections Center	2,199,582	689,597	2,889,179	249	11,603	31.79
Kate Barnard Com Corr Ctr	1,807,343	494,005	2,301,348	160	14,383	39.41
Lawton Community Corrections Center	1,810,231	518,639	2,328,870	157	14,834	40.64
Oklahoma City Comm Corr Center	2,064,117	661,642	2,725,759	228	11,955	32.75
Union City Comm Corr Center	2,214,113	545,419	2,759,532	224	12,319	33.75
Total Community Corrections	\$13,668,519	\$3,929,162	\$17,597,681	1,409	\$12,489	\$34.22
Work Centers:						
Altus Work Center	\$819,938	\$241,742	\$1,061,680	110	\$9,652	\$26.44
Ardmore Work Center	785,095	219,766	1,004,861	100	10,049	27.53
Beaver Work Center	625,444	98,895	724,339	45	16,096	44.10
Elk City Work Center	906,105	197,789	1,103,894	90	12,265	33.60
Frederick Work Center	838,943	246,138	1,085,081	112	9,688	26.54
Carter County Work Center	690,871	219,766	910,637	100	9,106	24.95
Hobart Work Center	746,538	186,800	933,338	85	10,980	30.08
Holdenville Work Center	873,880	184,603	1,058,483	84	12,601	34.52
Hollis Work Center	620,390	109,882	730,272	50	14,605	40.01
Idabel Work Center	785,360	180,207	965,567	82	11,775	32.26
Mangum Work Center	781,845	204,382	986,227	93	10,605	29.05
Marshall County Work Center	719,957	219,766	939,723	100	9,397	25.75
Sayre Work Center	685,522	140,650	826,172	64	12,909	35.37
Walters Work Center	712,229	186,800	899,029	85	10,577	28.98
Waurika Work Center	565,790	125,267	691,057	57	12,124	33.22
Total Work Centers	\$11,157,907	\$2,762,453	\$13,920,360	1,257	\$11,074	\$30.34
County Jail Beds - Contract	\$ 7,219,137	\$ 1,342,767	\$ 8,561,904	611	\$14,013	\$ 38.39 Note
Halfway House - Contract	16,884,256	2,951,451	19,835,707	1,343	14,770	40.47 Note
Private Prisons - Contract - Medium	64,959,275	2,123,332	67,082,607	4,348	15,428	42.27 Note
Private Prisons - Contract - Maximum	7,439,868	175,805	7,615,673	360	21,155	57.96 Note
Total Facilities	\$312,875,826	\$59,402,685	\$372,278,511	25,188	\$14,780	\$40.49
Probation and Parole:						
Northeast District Community Corrections	\$4,146,770		\$4,146,770	3,944	\$1,051	\$2.88
Tulsa County Dist. Comm. Corrections	4,439,052		4,439,052	4,245	1,046	2.87
Southeast District Comm. Corrections	4,084,233		4,084,233	3,926	1,040	2.85
Southwest District Comm. Corrections	3,916,197		3,916,197	3,760	1,041	2.85
Northwest District Comm. Corrections	3,930,699		3,930,699	3,738	1,052	2.88
Central District Community Corrections	6,035,530		6,035,530	5,762	1,047	2.87
Total Probation and Parole	\$26,552,481		\$26,552,481	25,375	\$1,046	\$2.87
Grand Total	\$339,428,307	\$59,402,685	\$398,830,992	50,563		

Note: All contracted beds include per diem costs and medical costs.



Population Update

Population Update

Population Information as of December 31, 2012

Compared to December 30, 2011

Total System Offender Population	Females	Males	Total
Current Population	2,676	23,576	26,252
Population Last Year	2,550	22,822	25,372
Change from last year	126	754	880

DOC Facilities	Females	Males	Total
Current Population	2,156	15,761	17,917
Population Last Year	2,081	15,574	17,655
Change	75	187	262

Private Prisons	Females	Males	Total
Current Population	0	5,139	5,139
Population Last Year	0	4,743	4,743
Change	0	396	396

County Jail Contracts	Females	Males	Total
Current Population	0	631	631
Population Last Year	0	434	434
Change	0	197	197

Halfway Houses	Females	Males	Total
Current Population	300	887	1,187
Population Last Year	257	979	1,236
Change	43	(92)	(49)

Out Count	Females	Males	Total
Current Population	51	613	664
Population Last Year	49	611	660
Change	2	2	4

GPS	Females	Males	Total
Current Population	169	535	704
Population Last Year	158	475	633
Change	11	60	71

EMP	Females	Males	Total
Current Population	0	9	9
Population Last Year	5	6	11
Change	(5)	3	(2)

PPCS	Females	Males	Total
Current Population	0	1	1
Population Last Year	0	0	0
Change	0	1	1

Probation Supervision	Females	Males	Total
Current Population	4,869	16,105	20,974
Population Last Year	4,895	16,240	21,135
Change	(26)	(135)	(161)

Parole Supervision	Females	Males	Total
Current Population	495	2,546	3,041
Population Last Year	517	2,668	3,185
Change	(22)	(122)	(144)

Total System Population	Females	Males	Total
Current System Population	8,040	42,227	50,267
Population Last Year	7,962	41,730	49,692
Change	78	497	575

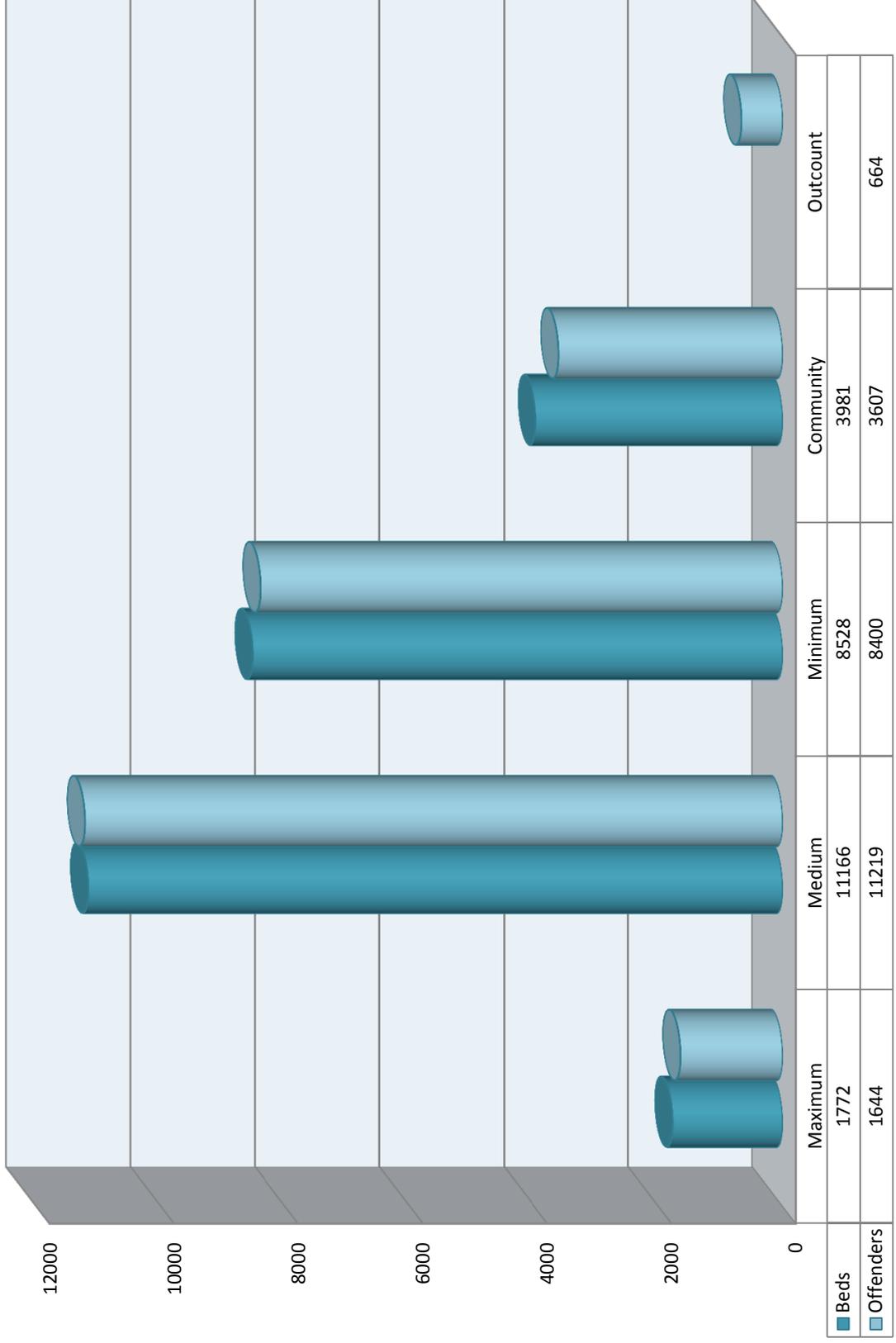
County Jail Inmate Backup	Females	Males	Total
December 31, 2012	81	1,537	1,618
Population Last Year	43	1,460	1,503
Change	38	77	115

Pardon & Parole Board Results	Females	Males	Total
Considered	36	481	517
Denied	13	332	345
Passed	21	127	148
Recommended	2	22	24
Percentage Recommended	5.56%	4.57%	4.64%

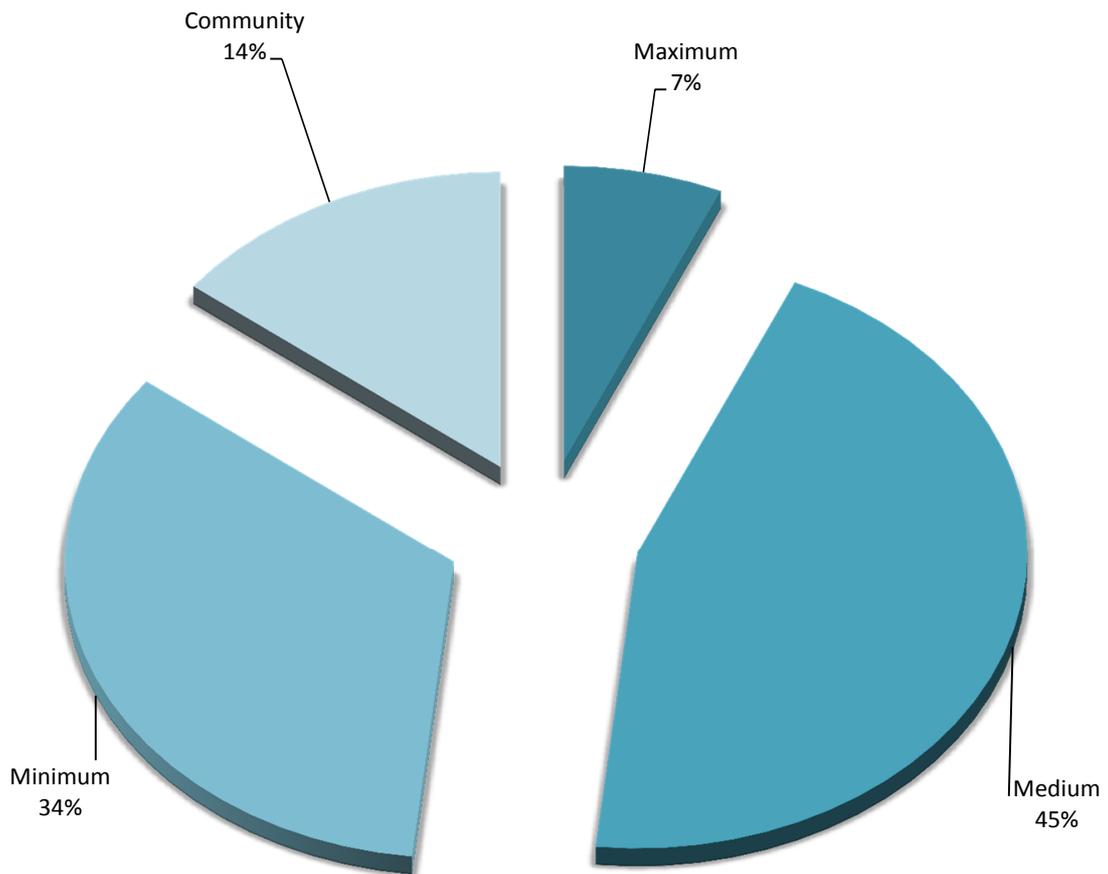
Governor's Actions	Females	Males	Total
Month: December 2012			
Reviewed	16	94	110
Approved	10	43	53
Denied	6	51	57
Percentage Approved	62.50%	45.74%	48.18%

Effective Parole Rate	Females	Males	Total
Month: December			
Percentage Recommended by Board	5.56%	4.57%	4.64%
Percentage Approved by Governor	62.50%	45.74%	48.18%
Effective Parole Rate	3.47%	2.09%	2.24%

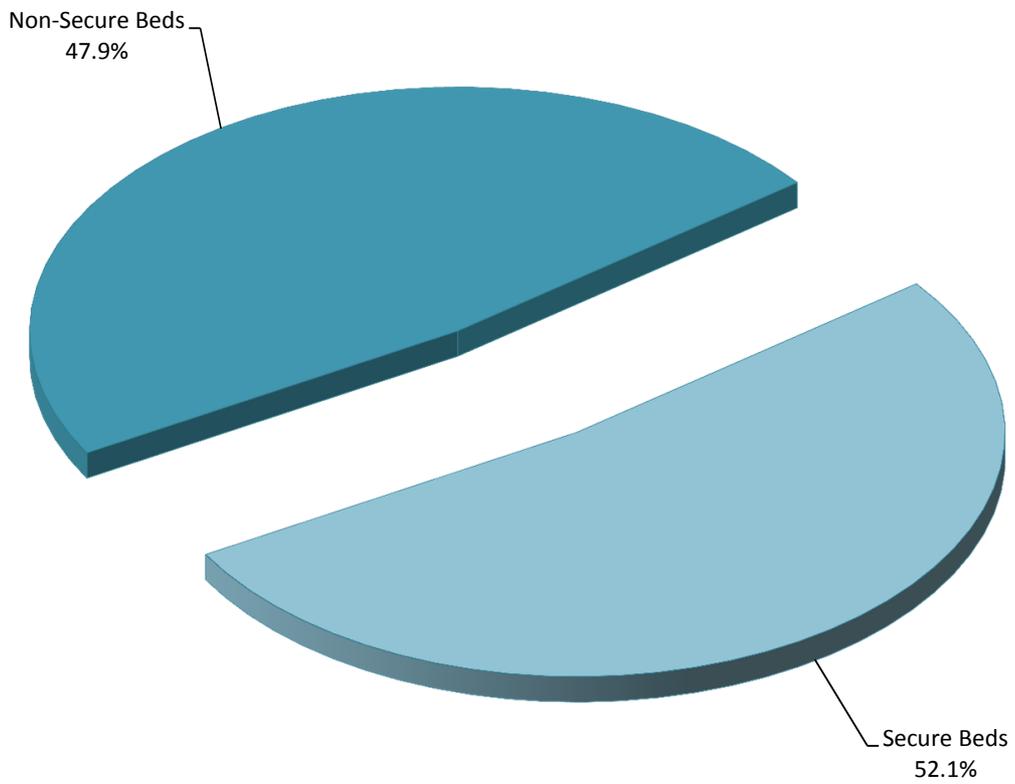
Offender and Bed Distribution 12/31/2012



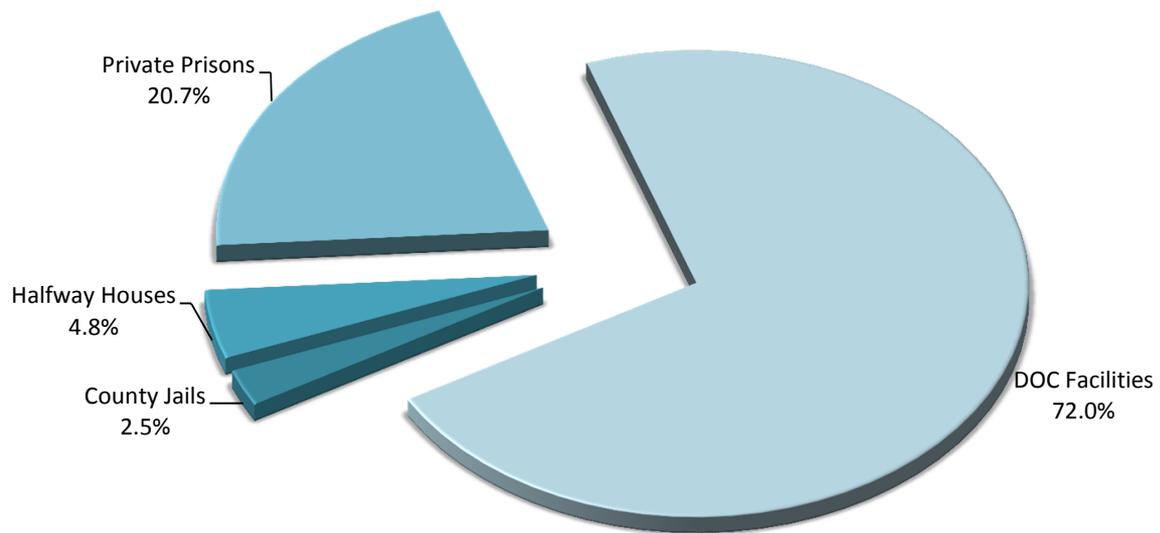
Offender Distribution By Security Level 12/31/2012



**Percentage Of Offenders In Secure And Non-Secure
Beds
12/31/2012**



Offenders In DOC Facilities v. Contract Facilities 12/31/2012



**Approval of Facility Capacity
Modification**

Hillside Community Corrections Center

Interoffice Memorandum

DATE: January 8, 2013

TO: Edward L. Evans, Associate Director
Field Operations

Thru: Laura J. Pitman, Ph.D., Deputy Director
Division I

FROM: Lesia Miser, Administrator
Classification and Population

SUBJ: FACILITY CAPACITY MODIFICATIONS

The Hillside Community Corrections Center is requesting to increase their offender general population capacity from 249 to 260. Increases will be accomplished by double celling eight cells that are currently identified as single cells in the East Housing Unit's E-Quad and F-Quad. As well, modifications are being made in South Housing Unit B-Quad. There were three cells previously renovated to accommodate handicapped offenders. The interior cell walls were removed that separated the three cells. Interior walls are being reconstructed to accommodate double occupancies.

Hillside Community Corrections Center	
Current Authorized Capacity	249
East Housing Unit E-Quad	+3
East Housing Unit F-Quad	+5
South Housing B-Quad	+3
Requested Capacity	260

Capacity modification will require Board of Corrections' approval.

Summary

Provided below is a current summary of Board of Corrections limits by gender.

	Current Authorized Capacity	Capacity Modification	Requested Capacity
DOC Facility Total-Male	15,973	0	15,973
DOC Facility Total-Female	2,157	+11	2,168
DOC Facilities Total	18,130	+11	18,141

**Approval/Confirmation of
Appointment**

William Monday, Warden, WSKCC
Kameron Harvanek, Warden, JLCC

WILLIAM MONDAY

OBJECTIVE

To obtain a Warden II position at William S. Key Correctional Facility with a focus on leadership, integrity, and the Department of Corrections mission statement:

- To Protect the Public
- To Protect the Employee
- To Protect the Offender

SUMMARY OF QUALIFICATIONS

- Organized and goal oriented professional.
- Knowledgeable of all aspects of policies, procedure and A.C.A. standards.
- Skilled in building excellent rapport with peers, co-workers and subordinates.
- Analytical problem-solver, able to anticipate issues and create new systems within policy, that streamline operations, resolves concerns and improves efficiency.
- Experience in team building and the importance of safety, security and sanitation.

EMPLOYMENT

Deputy Warden II

Department of Corrections/William S. Key Correctional Facility
December 1, 2006-Present

- Responsible for secondary accountability of the operational and /or administrative aspects of a correctional facility which may include, but are not limited to: security and custodial care, classification, food service, health services, physical plant maintenance, inmate programmatic activities, religious activities, education, laundry, mail, canteen, correctional industries, agri-services.
- Assists the warden in preparing the facility's budget and a variety of correspondence, reports, and recommendations concerning the facility's programs to departmental officials.
- Serves as the primary assistant to the Warden in managing the facility budget, staff and other resources.
- Provides guidance and information as approved by the Warden relating to the interpretation, applications of laws, rules and regulations pertaining to operation of a correctional institution; assists the warden in developing, implementing, and applying department policies and procedures to ensure compliance with statutory and applicable regulatory agencies.
- Provides oversight to contract service providers as appropriate; serves on special project committees on various departments related operational activities.
- Serves as a public relations contact for the facility as needed/required.

Correctional Chief of Security Level III

Department of Corrections/Oklahoma State Reformatory

September 15, 2004-November 30, 2006

- Supervise all correctional officer staff and clerical staff; supervise all security operations of the facility, including review of facility field memorandums, conducting the performance management process, coaching and giving positive feedback to all staff members as needed, maintaining good communications with security staff and all departments.
- Ensure security staff are knowledgeable, and effective in the performance of their assigned duties, and meet the agency's uniform standards.
- Ensure all staff is proficient in emergency procedures and how to follow these procedures accurately. Supervise and organize the Correctional Emergency Response Team. Ensure the facility consistently meets all security, fire/safety and sanitation requirements, and the proper maintenance of tool/key control, contraband control and maintenance of security equipment.
- Develop and ensure the facility's Master Roster is administered appropriately.
- Ensure Serious Incident Reviews, legislative inquiries and any other assigned report are prepared accurately within set due dates. This includes working with local District Attorney in filing criminal charges, etc.

EDUCATION

Associate in Arts Western Oklahoma State College	1991-1996 Altus, Oklahoma
Correctional Officer Training Eastern Oklahoma State College	1995 Wilburton, Oklahoma
Council on Law Enforcement Education and Training State of Oklahoma/Oklahoma State University	1998 Stillwater, Oklahoma
Bachelor of Science in Criminal Justice Mid American Christian University	2004-2006 Oklahoma City, Oklahoma

COMMUNITY SERVICES

Fort Supply Board of Education, Vice President

Woodward Crystal Christmas, Vice President

Oklahoma Correctional Association, Member

Loyal Order of the Moose, Member

Future Farmers of American Booster Club, Member

Kids Inc. Softball League, Coach

HOBBIES

- Spending time with Family
- Hunting/Fishing
- Golfing
- ATV Riding
- Camping
- Home repair/remodeling

REFERENCES

CJ Montgomery, Woodward Chamber of Commerce President 580-256-7411

Laverne Phillips, Woodward Industrial Foundation President 580-254-5616

Oklahoma Department of Corrections

certifies that

William Monday

has been duly appointed to the position of

WARDEN

*of the William S. Key Correctional Center.
Confirmed by the Oklahoma Board of Corrections on the
Seventeenth day of January in the year Two Thousand and Thirteen.*

Justin Jones, Director
Oklahoma Department of Corrections

Linda K. Neal, Vice Chairman
Oklahoma Board of Corrections

Matthew H. McBee, Chairman
Oklahoma Board of Corrections

Gerald W. Wright, Secretary
Oklahoma Board of Corrections

Kameron Harvanek

Summary of Qualifications

- ❖ Extensive correctional management experience to include all three facility security levels.
- ❖ Knowledge of Department of Corrections' Policy and Procedure, ACA Standards, State Law, Codes, Merit rules for classified employees.
- ❖ Desire to create a positive environment for employee growth and development that will have a positive impact on future needs of the department.

Professional Experience

April 2012 - Present Deputy Warden-Jackie Brannon Correctional Center

- Supervise operational areas of the facility to include security, unit management, and classification.
- Oversee unit operations to include sanitation, classification, and job/program assignments for offenders.
- Ensure support of Agri-service operations and PPWP to enhance community support.
- Encourage training and continuing education for staff development.

November 2010 - April 2012 Security and Facility Operations Manager-Division of Institutions

- Coordinate and conduct Deputy Director Security audits for division.
- Review policies and procedures for all facilities within the division.
- Coordinate specialized training for security staff within the division.
- Develop operational processes based on sound correctional practices.

August 2007 - November 2010 Deputy Warden-Dick Connor Correctional Center

- Supervise administrative and security areas of the institution.
- Review security practices to ensure the safety and security of the staff and offenders.
- Provide constructive feedback and tools necessary to improve employee performance.

March 2001 - August 2007 Deputy Warden-Oklahoma State Penitentiary

- Supervise administrative and operational duties of a multi security level facility. (maximum through minimum security)
- Work in unison with administrative staff to carry out court ordered executions.
- Greatly emphasize communication with the staff and offender population to reduce violence in the facility.
- Work with the McAlester Chamber of Commerce to plan and conduct the OSP Rodeo.

March 1999 - March 2001 Deputy Warden-Jackie Brannon Correctional Center

- Supervise operational areas of the facility to include security, unit management, and classification.
- Oversee unit operations to include sanitation, classification, and job/program assignments for offenders.
- Ensure support of Agri-service operations and PPWP to enhance community support.
- Encourage training and continuing education for staff development.

Education

Bachelor of Arts Degree -Public Relations
Southeastern Oklahoma State University 1993

Community Service Projects

Assist in coordinating the Junior Sunbelt Baseball Classic, volunteer Little League Baseball Umpire, Vice President of McAlester Little League Football, volunteered with Camp PLEA, assisted with disaster relief during the McAlester & Hominy ice storms, did play by play for Hominy Buck Football T.V.

Additional positions held within the Department of Corrections

1994-1997 Correctional Officer –Mack Alford Correctional Center
1997-1999 Warden’s Assistant/Public Information Officer- Mack Alford Correctional Center

Oklahoma Department of Corrections

certifies that

Kameron Harbanek

has been duly appointed to the position of

WARDEN

*of the John Lilley Correctional Center.
Confirmed by the Oklahoma Board of Corrections on the
Seventeenth day of January in the year Two Thousand and Thirteen.*

Justin Jones, Director
Oklahoma Department of Corrections

Matthew H. McBee, Chairman
Oklahoma Board of Corrections

Linda K. Neal, Vice Chairman
Oklahoma Board of Corrections

Gerald W. Wright, Secretary
Oklahoma Board of Corrections