

PARDON AND PAROLE BOARD

Meeting Minutes July 2012

- I. **Call to Order** – This meeting of the Oklahoma Pardon and Parole Board was convened at 9:02 a.m. on July 17, 2012 at Hillside Community Correctional Center in Oklahoma City, Oklahoma. Notice was given to Secretary of State and an Agenda posted at the Board's Administrative office twenty-four hours prior to meeting pursuant to Title 25 O.S. § 301, et seq.
- II. **Roll Call** - Members present: Currie Ballard, Marc Dreyer, Richard Dugger, Lynnell Harkins, and David Moore.
- III. **Victims/Representatives & District Attorneys** – The Board heard presentations from and conducted interviews with Victims/Representatives and District Attorneys.
- IV. **Offender Personal Appearances** – Throughout the Meeting (Tuesday, Wednesday and Thursday), the Board heard presentations from and interviewed offenders who made personal appearances and the delegates accompanying them. The Board took action on each offender, as recorded and reflected on each offender's ballot. The ballot for each offender is documented as a part of these minutes.
- V. **Jacket Review Delegations/Voting** – Throughout the meeting (Tuesday, Wednesday and Thursday), the Board took action on offenders who did not make a personal appearance. The Board took action on each offender, as recorded and reflected on each offender's ballot. The ballot for each offender is documented as a part of these minutes.
- VI. **Business Meeting** – The Business meeting began at 8:00 a.m. on Thursday July 19, 2012. The following matters were considered by the Board at the Business meeting:
 - A. **Old Business:**

None
 - B. **Current Business:**
 1. **Approval of June 2012 Regular Meeting Minutes**

Mr. Dugger point out an error in the minutes where it indicated he had voted "no" to the PDI on Jonathan Davis #135656. His vote should have been recorded as "recuse." Mr. Moore moved to approve the May 2012 Meeting Minutes as amended. Mr. Ballard seconded the motion. All Members voted "yes." The motion carried.

2. **Quarterly Report of the General Counsel**

Ms. George went over with the Board a handout (which is attached) detailing the number of revocations and pardon during the last three months. She also discussed pending litigation with the Board.

Mr. Milt Gilliam, from DOC was present and addressed the Board regarding the merits of MRT vs. TFAC. Dr. Dreyer reported that the consensus at the APAI conference was that MRT was the more effective program. Mr. Gilliam said he would discuss this with Clint Castleberry the Director of programs. Mr. Gilliam also noted a problem with programs with programs in general in rural areas and said he was meeting with the Governor on this issue. Lastly he addressed Mr. Dugger's concern regarding the lack of meetings of the Interstate Compact committee, saying he was hopeful there would be a meeting before too long.

3. **Executive Director's Evaluation**

The Board discussed a form to be utilized for the evaluation and requested a job description. Subsequently the Board Chair Ms. Harkins requested additional information regarding goals for the evaluation process.

C. **Agency Update:**

1. **Personnel Update**

A. **Administrative Support Staff Positions**

It was announced that two new employees had been hired for the OKC Administrative Office. Katherine Kelly and Amber Croom will start work on July 23, 2012

2. **Legislative Update**

None

3. **Budget Update**

A. **OSF – Computer Program Upgrade and Laptop Trading**

OSF has told the Agency, even though there was no additional funding for the Agency's computer database upgrade, they may still be able to help with some programming issues and may be able to upgrade some of the Agency's old computers with newer ones.

D. **Docket Modifications – J.D. Daniels**

Karen Matthews, DOC #2204493 - this file was discussed during the July 2012 Meeting. Mr. Ballard moved to place Ms. Matthews on a docket for early consideration. Mr. Dugger seconded the motion. All Members voted yes, except for Mr. Moore who

was absent. The motion carried, Ms. Matthews will be placed on the October 2012 Docket for parole consideration.

VII. Business Meeting Adjournment -- The business meeting was recessed at 9:15 a.m. on July 19, 2012.

VIII. Convvene/Adjournment -- The monthly meeting of the Oklahoma Pardon and Parole Board was recessed and convened as follows: Tuesday, July 17, 2012, convened at 9:02 a.m. and recessed at 6:32 p.m.; Wednesday, July 18, 2012, convened at 8:03 a.m. and recessed at 6:45 p.m.; and Thursday, July 19, 2012, convened at 8:00 a.m. with final adjournment at 7:06 p.m.

Minutes submitted by Terry Jenks