



BOARD OF CORRECTION
"Protecting Idaho through Safety, Accountability,
Partnerships And Opportunities for Offender Change"

Robin Sandy
Chairman

Vice-Chairman

Jay Nielsen
Secretary

C.L. "Butch" Otter
Governor

Board of Correction Meeting Minutes

9:00 AM – 4:00 PM MT

**Idaho Dept of Correction / Board Room
1299 N. Orchard St., Suite 110, Boise ID. 83706**

Attendees:

Robin Sandy – Chairman
Jay Nielsen – Secretary
Debi Jessen – Administrative Assistant
Teresa Jones – Admin. Support Mgr.
Paul Panther – Deputy Attorney General
Jeff Ray – PIO
Phillip Valdez – Warden ICC
Judi Gregory – Director, Human Resources
John Hardison – Deputy Division Chief

Brent D. Reinke – Director
Pam Sonnen – Division Chief, Prisons
Mary Perrien—Division Chief, Ed. & Treat.
Tony Meatte – Division Chief, Mngt. Svcs.
Kevin Kempf – Division Chief, Comm. Corr.
Sharon Lamm – Deputy Division Chief
Andrea Evans - CCA
Greg Sali – IDOC

Meeting was called to order at 9:05a.m. MT by Chairman Robin Sandy.

Consent Agenda

- I. **Board of Correction Meeting Minutes Approval – January 16th, 2009**
Presented by Administrative Assistant Debi Jessen for the Board of Correction

SECRETARY JAY NIELSEN MOVED TO APPROVE THE JANUARY 16TH, 2009 MINUTES. MOTION CARRIED AND UNANIMOUSLY APPROVED.

Regular Agenda

II. **Division Chief's Reports**

◆ **Division of Prisons – Chief Pam Sonnen**

- ◆ During December and January the number of incidents requiring use of force went up, the number of offender on offender assaults was up, and the number of offender on staff assaults went up a little. Mostly gang related, there are 1671 gang members in our system.
- ◆ Discussed riot and other incidents that have occurred.
- ◆ ICC – offender vs. offender – 70 inmates refused to cell up
- ◆ Building 24 is complete and we should be able to begin moving offenders back into it by March 16th.
- ◆ Pam presented a handout to the Board to clarify the changes in staff in the division of prisons.

- ◆ **Division of Community Corrections – Chief Kevin Kempf**
 - ◆ PO Academy will graduate 17 on March 13. First class with mandatory PT everyday.
 - ◆ Data Accuracy Project - We are working with court clerks and judges to clean up the files, we will train the trainer on this and then have each district go through all files to make sure everything is accurate. Phase 2 is long term; we will put this in the hands of specialists whose only responsibility will be calculating timelines and we are working with courts to have ISTARs dump data into the DOC system.
 - ◆ Offender employment – CWC’s are able to keep offenders employed.
 - ◆ Violations across the board are down and treatment referrals are up. Violation matrix is helping guide decisions when parolees violate with public safety in mind.
- ◆ **Division of Management Services – Chief Tony Meatte**
 - ◆ Updated the board on FY09 & FY10 budget reductions
 - ◆ Briefed the Board on 5 projects submitted for stimulus money
 - ◆ CIS update – newsletter
 - ◆ Fiscal re-organization – hired a financial technician for NICI and to handle cell phones
 - ◆ Tony outlined the contents of the management letter from LSO regarding the audit.
 - ◆ Construction update - ICC close custody is ahead of schedule should be done in April. PIE building is behind by 2 weeks but on budget.

III. ICC Contract

Presented by Sharon Lamm

- ◆ ICC Contracts – first monthly issues meeting February. Next meeting is March 12. Will report on issues from 1st meeting. Next week begins the closeout audit for current contract.
- ◆ Met with officers from CCA Corporate offices and discussed action items. Were able to resolve most issues.
- ◆ RFI for Orofino – we have not released the request, we are soliciting interest. We have described housing units, custody level and programs that are available with expectations of continuation. Includes staffing patterns. We will ask for an estimate of what per diem would be.

SECRETARY JAY NIELSEN MOVED TO HAVE AN IMPACT STATEMENT PREPARED TO ADDRESS THE IMPACT ON THE LEGAL, FINANCIAL AND COMMUNITY ASPECTS OF PRIVATIZATION OF THE OROFINO FACILITY AND PRESENT THAT TO THE GOVERNOR. MOTION CARRIED AND UNANIMOUSLY APPROVED.

- ◆ No growth initiative – inmate placement is looking at efficient utilization of beds. Beds filled reactively not proactively. Group will look at making sure that the right inmate fills.

Division Chief’s Reports continued

- ◆ **Division of Education and Treatment – Chief Dr. Mary Perrien**
 - ◆ CMS medical contract – CMS has come back with a 1.6% increase for the next fiscal year, the leadership recommendation to the Board is to accept the increase and renew the contract for one year with the idea that a new RFP could be sent out. Requesting a decision from the Board regarding contract.

SECRETARY JAY NIELSEN MOVED TO APPROVE THE EXTENSION OF THE CONTRACT WITH CMS FOR THE COMING YEAR. CHAIRMAN ROBIN SANDY SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY PASSED.

- ◆ Secure mental health facility – we have received 7 responses from RFP for architect. Would like to have the siting committee interview 2 or 3.

- ◆ Sex offender treatment in facilities – moved timers to Cottonwood with treatment – ICC will have 59 beds for treatment.
- ◆ **Division of HRS – Director Judi Gregory**
 - ◆ Workforce plan – will take all data regarding job classifications, requirements, turnover, compensation, demographics, etc. to help with recruitment.
 - ◆ Training – update on training and development
 - ◆ Turnover – update on turnover rates by various data aspects.
- ◆ **Director’s Office – Administrative Support Manager Teresa Jones**
 - ◆ Briefing sheets – no longer printing in color but on color – new theme is no growth
 - ◆ Upcoming – internet redo will discuss at next meeting
 - ◆ Policy – working on policies since 2006. Since then 112 of 404 policies have been done into the new format – ¼ done and leadership has agreed on a standard operating procedure.
 - ◆ Strategic plan update – shows actions over the last 2 years that have allowed us to move into no growth.
 - ◆ Staffing in Director’s office – actively recruiting MA position.

IV. Public Information Office Briefing

- ◆ Jeff briefed the Board on the following topics
- ◆ An interstate compact offender that reoffended in February.
- ◆ Norovirus update – staff numbers are small.
- ◆ The AP article on sentry dogs will be running on the national wires this weekend.
- ◆ Becky Boone’s examination of gang activity and violence at ICC.

SECRETARY JAY NIELSEN MOTIONED TO MOVED INTO EXECUTIVE SESSION & LUNCH AT 12:14 PM. CHAIRMAN ROBIN SANDY SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.

Executive Session began at 12:15 p.m.

1. *To communicate with Paul Panther, Deputy Attorney General, pursuant TO I.C. 67-2345(f) for the Idaho Department of Correction to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated*
2. *To communicate with Human Resources Director Judi Gregory to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student I.C. 67-2345(1)(b). Director Reinke and Mr. Panther were also present. Matters involving several employees were discussed.*

SECRETARY JAY NIELSEN MOTIONED TO MOVED OUT OF EXECUTIVE SESSION & LUNCH AT 1:30 PM. CHAIRMAN ROBIN SANDY SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.

V. Offender Statistics – presented by Greg Sali

- ◆ Greg provided information on the prison population YTD FY2009.

VI. Director’s Report—presented by Director Brent Reinke

- ◆ The Director updated the Board on presentations to Legislators.
- ◆ Several offenders will testify before the Education Committee on Tuesday.
- ◆ The Director discussed constituent correspondence.
- ◆ A list of questions that IDOC has received from Legislators was reviewed.

VII. Next Board Meeting Date, Time and Location Confirmation

THE NEXT BOARD MEETING HAS NOT BEEN SET AT THIS TIME.

VIII. Final Board Discussion

IX. Adjournment

SECRETARY JAY NIELSEN MOVED TO ADJOURN – 2:12 PM. CHAIRMAN ROBIN SANDY SECONDED THE MOTION. MEETING ADJOURNED AT 2:12 PM MT.

Submitted by:

Debi Jessen, Administrative Assistant

Date

Approved by:

Robin Sandy, Chairman

Date