

## **Board of Correction Meeting Minutes**

**January 16, 2009 - 1:00 – 4:00 - PM MT  
Idaho Dept of Correction / Board Room  
1299 N. Orchard St., Suite 110, Boise ID. 83706**

### **Attendees:**

Robin Sandy – Chairman phone)	Carolyn Meline – Vice-Chairman (via phone)
Jay Nielsen – Secretary (via phone)	Brent D. Reinke – Director
Pam Sonnen – Division Chief Assistant	Debi Jessen – Administrative
Teresa Jones – Admin. Support Mgr.	Tony Meatte – Division Chief
Paul Panther, Deputy Attorney General Resources	Judi Gregory – Manager, Human
Phillip Valdez, Warden ICC Chief	Henry Atencio – Deputy Division
Jeff Ray, PIO Chief	Shane Evans – Deputy Division
Jeff Zmuda – Deputy Division Chief Ltd.	Martin Bilboa – Connolly Smyser
Tina Klamt – Retired, Dept. of Administration Chief	Sharon Lamm – Deputy Division
John Hardison – Deputy Division Chief	

**Meeting was called to order at 1:01 p.m. MT by Chairman Robin Sandy.**

### ***Consent Agenda***

- I. Board of Correction Meeting Minutes Approval – November 21, 2008 and  
III) December 10, 2008.
  - IV) Presented by Administrative Assistant Debi Jessen for the Board  
of Correction

**SECRETARY JAY NIELSEN MOVED TO APPROVE THE NOVEMBER 21, 2008  
MINUTES. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION.  
MOTION CARRIED AND UNANIMOUSLY APPROVED.**

**VICE CHAIRMAN CAROLYN MELINE MOVED TO APPROVE THE DECEMBER 10<sup>TH</sup>,  
2008 MINUTES. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION  
CARRIED AND APPROVED. CHAIRMAN SANDY ABSTAINED FROM THIS VOTE  
DUE TO NON ATTENDENCE AT THIS MEETING.**

### **Regular Agenda**

## II. Division Chief's Reports

III)

### IV) Division of Prisons – Chief Pam Sonnen

- Pam updated the Board on the incidents that occurred in Unit 14 and Building 24. Building 24 will be repaired with changes to make it more secure for staff. We should be back into it by March 1.
- There are several offenders at ICI-O that are ill with flu like symptoms
- The Divisions of Prison and Education and Treatment have created a new program at NICI for sex offenders. Fifty (50) offenders will be moved to Cottonwood for the pilot program.

### Division of Community Corrections – Chief Kevin Kempf

- Henry Atencio presented information on the new violation matrix which should be in use by February.

### Division of Management Services – Chief Tony Meatte

- Tony briefed the Board on the current state of the budget holdbacks.
- We are beginning the zero-based budget process.
- Payroll is moving from HR to Management Services

### Division of Education and Treatment – Chief Dr. Mary Perrien

- Shane Evans attended for Dr. Perrien. There was nothing new to report.

### Division of HRS – Manager Judi Gregory

- Judi gave the Board an overview of the vacant positions report and what the numbers are.

## III. Contract Monitoring – presented by Tina Klamt

- Ms. Klamt gave the Board a summary of her findings and recommendations for the contract management program.
- Sharon Lamm addressed the changes that are occurring during the end of the current contract and the beginning of the new contract.
- Warden Phillip Valdez commented on CCA's perception of the changes in monitoring styles.

**VICE CHAIRMAN CAROLYN MELINE MOTIONED TO MOVE INTO EXECUTIVE SESSION AT 3:24 PM. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.**

### Executive Session began at 3:24 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. Legal implications of pending and imminently likely lawsuits were discussed.*
2. *To communicate with Human Resources Manager 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). The Board excused everyone from the room and had a private discussion after which a regular executive session was held.*

**SECRETARY JAY NIELSEN MOTIONED TO MOVE OUT OF EXECUTIVE SESSION AT 3:54 P.M. AND INTO REGULAR SESSION. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

**III. Director's Report—presented by Director Brent Reinke**

- Briefing members of the House Judiciary and Rules Committee on IDOC's execution policy.
- Have met with have the members and will be meeting with the rest next week.
- Will meet with the Senate Judiciary and Rules Committee following.
- He will be attending a cabinet meeting next week. He will update the Board if any update is necessary.

**III. Next Board Meeting Date, Time and Location Confirmation**

- The next Board meeting will be February 13, 2008.

**SECRETARY JAY NIELSEN MOTIONED TO MOVE INTO A SECOND EXECUTIVE SESSION AT 4:10 PM TO RELAY ADDITIONAL INFORMATION. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED**

VI)

**Executive Session began at 4:10 p.m.**

1. *To communicate with Human Resources Manager 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). The Board excused everyone from the room and had a private discussion after which a regular executive session was held.*

**VICE CHAIRMAN CAROLYN MELINE MOTIONED TO MOVE OUT OF EXECUTIVE SESSION AT 4:17 P.M. AND INTO REGULAR SESSION. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

VI)

**XII. Final Board Discussion**

VI) **XIII. Adjournment**

**SECRETARY JAY NIELSEN MOVED TO ADJOURN – 4:18.m. VICE CHAIRMAN CAROLYN MELINE SECOND THE MOTION. MEETING ADJOURNED AT 4:18 PM MT.**

Submitted by:

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Debi Jessen, Administrative Assistant

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Date

Approved by:

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Robin Sandy, Chairman

\_\_\_\_\_  
Date

