

BOARD OF CORRECTION

"Protecting Idaho through Safety, Accountability, Partnerships and Opportunities for Offender Change"

Robin Sandy Chair Jay Nielsen Vice-Chair J.R. Van Tassel Secretary

Board of Correction Meeting Minutes

July 27, 2011 – 9:00 a.m. – 4:00 p.m. MT Idaho Department of Correction 1299 N. Orchard St., Suite 110, Boise, ID 83706

Members Present:

Robin Sandy, Chair J.R. Van Tassel, Secretary Jay Nielsen, Vice-Chair

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director Kevin Kempf, Division Chief, Operations Paul Panther, Lead Deputy Attorney General Teresa Jones, Administrative Support Manager See attached attendance list Debi Jessen, Administrative Assistant Tony Meatte, Division Chief, Management Services Terri Tomisser, Director, Human Resource Services

- 1. Call to order
 - Chair Sandy called the meeting to order at 9:00 a.m.
- 2. Board of Correction meeting minutes approval

Vice-Chair Nielsen motioned to approve the minutes from the May 26, June 23, and June 29, 2011, Board meetings. Seconded by Secretary Van Tassel. Motion carried unanimously.

- 3 Welcome and introductions.
 - Introductions were made around the room for the benefit of visitors.
- 4. Project updates
 - ❖ Twin Falls Community Work Center closure, Al Ramirez, CWC Operations Manager
 - Ramirez updated the Board on the closure of the Twin Falls work center. The last offenders will be moved out by July 30, 2011.
 - ❖ South Idaho Correctional Institution Probation Release Center, Jeff Zmuda, Deputy Chief
 - Chief Kempf updated the Board on the transition of the Parole Release Center to Probation Release Center (PRC) for females.
 - Ten additional cameras have been added to enhance security in the facility.
 - All male inmates have been moved to Idaho Correctional Center (ICC).
 - Hot and cold carts have been purchased to move food from the South Idaho Correctional Institution (SICI) dining hall to keep the populations apart.

- Therapeutic Community, Shane Evans, Director Education, Treatment and Reentry
 - A third family in the Therapeutic Community (TC) program has been opened at ICC; the families are doing well. Probation and Parole officers say that the graduates are coming out to parole with the tools they need to be successful in the community.
- Conflict Resolution Program at Correctional Alternative Placement Program, Shane Evans
 - This is a new program that is 160 days and tailored to meet the needs of inmates when violence is at the core of their crime. As the program is finalized it will be merged within the Pathway program.
- Housing at North Idaho Correctional Institution, Chief Kevin Kempf
 - Kempf stated that they have met with residents as well as elected officials in Cottonwood to work through the process of closing the Department owned homes.
- ❖ Commission of Pardons and Parole Business Meeting, Shane Evans
 - Evans discussed the challenges the Commission is having with processing the number of releases every month. An issues log to document problems and solutions has been created to help. The Commission is excited with the direction we are going and the options that are available for offenders.
- Interstate compact, Chief Kempf
 - Kempf discussed the changes to the interstate compact rules in recent years. One rule change allows the receiving state to send an offender who commits a new crime; back to the original state.
- 5. Leadership team updates
 - Operations Division, Chief Kevin Kempf
 - Community Corrections Week was hel July 18 22, 2011. Deputy Chief Atencio traveled around the state and spent time in each district visiting with staff.
 - Pam Sonnen is retiring; Friday July 29, 2011, will be her last day. Interviews are being conducted for the vacant deputy warden position at Idaho State Correctional Institution (ISCI) and the warden position at SICI.
 - ISCI Special Master, Dr. Stern, from Washington State, will be arriving sometime in the next few months. In preparation the annex and other areas are being looked at to see what may need to be addressed.
 - Management Services Division, Chief Tony Meatte
 - Meatte shared the year-end picture with the Board and indicated that last year \$3 million dollars was reverted back to the general fund and this year \$300,000 was reverted.
 - Legislative Auditors have finished the on-site audit and are preparing their reports. There are five areas of concern.
 - There are currently six vacancies in IT and it is difficult to get applicants with good qualifications.
 - Correctional Industries has created a training manual for all trainee positions.
 - There are five projects currently under way: PSI fee, SUD project, CIS-PSI, PREA phase II – Network, and Reporting and Analytics solutions.
 - ❖ Directors Office, Teresa Jones, Administrative Support Manager
 - Jones presented the new strategic plan and highlighted new additions and areas of focus.

- 6. CAPP update, Warden Brian Finn
 - Finn updated the Board on the progress of the current programs for the year.
- 7. ICC update, Warden Tim Wengler
 - ❖ In Warden Wengler's absence, Andrea Evans provided an update on programs and incidents that have occurred.
- 8. Substance Abuse Disorder (SUD) program update, Shane Evans, Director Education, Treatment and Reentry
 - Evans updated the Board on the progress of the SUD program and shared that it will be fully implemented within the community in August, 2011.
- 9. Executive Session

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 11:42 a.m. Seconded by Vice-Chair Nielsen. Roll call was taken. Motion carried unanimously.

- A. *I.C.* 67-2345(f) To communicate with legal counsel 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.
- B. *I.C.* 67-2345(1)(b) 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.
- 10. Regular Session

Secretary Van Tassel motioned to move out of executive session. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Resumed regular session at 12:40 p.m.

- 11. Amending the agenda
 - ❖ Paul Panther addressed the Board with regard to the amendments to the agenda made after the beginning of the meeting. Two items under section 4 were added to update the Board on the Parole Commission and interstate compact. Part of the discussion revolved around the attendance of the Board members at the forecast advisory committee on July 28, 2011.
 - No decisions made the items were just informational only.

Secretary Van Tassel made the motion that the Board recognize two potential violations of the Idaho Open Meeting Act (Idaho Code §§67-2340 through 67-2347). Seconded by Vice-Chair Nielsen. The Board unanimously recognized this and noted that it made no decisions based on the discussion of those items.

- 12. Offender statistics update, Cathy McCabe, Research Supervisor
 - McCabe provided offender population forecast numbers compared to actual numbers for the last 5 years. She also provided offender populations for FY12 to date.
- 13. Director's Report, Director Brent Reinke
 - Reinke shared how sentencing changes the courts have implemented have helped slow the growth.
 - Reinke shared that the turnover rate for correctional officers is at 23%, he also stated they are working on CEC changes for staff and reinstituting overtime.
 - ❖ Board members will have the opportunity to tour the remodeled F block at Idaho Maximum Security Institution which will be used for executions when it has been completed this fall.
 - * Reinke updated the Board on how surrounding states are managing their budget issues.

| Next Board meeting date, time and location confirmation The next Board meeting will be scheduled for late September or early October. | |
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| 15. Adjournment | |
| Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. Meeting was adjourned at 1:55 p.m. | |
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| Submitted by: | |
| Debi Jessen, Administrative Assistant | Date |
| Approved by: | |
| Robin Sandy, Chair | Date |
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