



BOARD OF CORRECTION

To promote a safer Idaho by reducing recidivism

Robin Sandy
Chair

David McClusky
Vice-Chair

J.R. Van Tassel
Secretary

C.L. "Butch" Otter
Governor

Board of Correction Meeting Minutes

May 21, 2014, 9:00 AM – 4:00 PM MT

Idaho Department of Correction (IDOC)

1299 N. Orchard St., Suite 110, Boise ID 83706 – Third Floor Conference Room

Members Present:

David McClusky, Vice-Chair

J.R. Van Tassel, Secretary

Members Present by Phone:

Robin Sandy, Chair

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director

Felicia Forbus, Management Assistant

Kevin Kempf, Deputy Director

Teresa Jones, Administrative Support Manager

Jeff Zmuda, Division Chief, Prisons

Pat Donaldson, Division Chief, Management Services

Henry Atencio, Division Chief, Probation & Parole

Karin Magnelli, Deputy AG

Sharla Means, Manager, Human Resources

Alan Anderson, Division Chief, Correctional Industries

Shane Evans, Division Chief, Education, Treatment & Reentry

See attached attendance list

1. Call to order
 - ❖ Vice-Chair McClusky called the meeting to order at 9:00 a.m.
2. Welcome and introductions
 - ❖ Vice-Chair McClusky welcomed everyone and made introductions.
 - ❖ Chair Sandy apologized on behalf of Mark Warbis, Governor's office Director of Communications, as he was unable to attend the meeting due to post-election obligations.
3. Board of Correction meeting minutes approval
 - ❖ **Secretary Van Tassel motioned to approve the meeting minutes from February 20, 2014; March 12, 2014; March 27, 2014; and April 23, 2014. Chair Sandy seconded the motion. Motion passed unanimously.**
4. Board of Correction Award/Recognition, Chair Sandy and Director Reinke
 - ❖ NICI Education Program Manager Bill Farmer received an award to thank him for 35 years of service. Chief Shane Evans and Education Program Director Julie Oye-Johnson presented Farmer with a plaque and a letter from the Governor.
 - ❖ Director Reinke presented an award to Deputy Director Kevin Kempf, thanking him for his contribution to corrections; he is going on 20 years of service with IDOC and is "on the job 24/7."

- ❖ Director Reinke presented an award to Prisons Chief Jeff Zmuda, describing him as a “consummate professional” who is always able to maintain a calm demeanor in any situation.
 - ❖ Chair Sandy said she never fails to tell the Governor’s office and the legislators what a great team they have at IDOC. Vice-Chair McClusky commented that the IDOC team works well together.
5. CAPP update, Deputy Warden Mike Gilliland
- ❖ Their average daily count is 415. The facility is fully staffed in programs and there have been no positive UAs.
 - ❖ 18 ServSafe Certificates have been awarded to kitchen workers.
 - ❖ They are recruiting for six correctional officer positions for the July academy.
 - ❖ CAPP received the 2nd place award from MTC for operations this year, and 3rd place for their cognitive skills programming. Chair Sandy commented that they deserved to win first place.
 - ❖ They have assisted with the ICC transition, and processed 19 officers for OC recertification.
 - ❖ Director Reinke honored Gilliland with a challenge coin to thank MTC for their support with the Challenge Academy IDOC is holding at Gowen Field. Their support is pivotal.
6. Corizon update, Tom Dolan, Regional Director
- ❖ Chief Shane Evans advised the Board that Corizon leadership was unable to attend due to an off-site commitment.
7. ICC update, Warden Jason Ellis
- ❖ ICC’s education and programs enrollment is 207.
 - ❖ GED has been a slower process this year because of new tougher requirements.
 - ❖ Staff is doing a good job of enforcing the lock in and lock out procedure in an effort to reduce violence due to inmates going cell to cell. Inmates who have violated the rules have been held accountable, and some DORs have been issued. CCA has also held staff accountable.
 - ❖ Staffing levels are currently above the contracted requirements.
 - ❖ The transition is going well. Ellis complimented Warden Blades and Sharla Means for assisting and communicating with staff.
 - ❖ Director Reinke thanked Ellis for being an incredible leader and presented him with a challenge coin.
 - ❖ Vice-Chair McClusky thanked the warden for a recent tour and complimented his leadership.
8. Leadership team updates
- ❖ Prisons Division, Chief Jeff Zmuda
 - ◆ The 25th CERT Academy included participants from several other agencies; 13 students graduated.
 - ◆ A new automated classification process went into effect on May 7. The process is more accurate and efficient.
 - ◆ A transition from .45 caliber to 9mm Glock sidearms will be complete in June. The new weapon is more economical. Chair Sandy questioned whether staff members purchase their own weapons. Zmuda said the weapons are provided by the department, but they are only for use when on-duty.
 - ◆ Existing .40 caliber weapons used by probation and parole will be returned to the vendor as an exchange, and are already figured in as part of the cost savings.
 - ◆ Zmuda provided an update on the ICC transition. All leadership and supervisory positions are filled, and most of the others are filled.
 - ◆ The IDOC ICC leadership team met with staff and has been conducting tier meetings for inmates, to help ease concerns and outline expectations.
 - ◆ IDOC purchased VHS radios for the facility. The radios are being programmed, and should be ready for testing in mid-June.
 - ◆ Leaders are working on Field Memorandums.

- ◆ Zmuda said Deputy Chief Susan Fujinaga and her group are finalizing phone and data systems. They will not have fiber in place, so copper communication lines will be used initially.
 - ◆ The contractor will address building maintenance issues. They will be repairing the roof, painting the building exterior, and making other improvements.
 - ◆ The Emergency Preparedness Coordinator is working with Warden Blades on how they will conduct transition operations. The operational period will be June 30-July 11. Tactical leaders are out walking in the facility, working on containment plans in the event of an emergency.
 - ◆ Support teams are looking at what they need to do, e.g., computers, removing old, installing new, and hooking up new phones. Warden Ellis has been a great collaborator, and they appreciate him very much.
 - ◆ Zmuda updated the Board on the status of the Prison Rape Elimination Act (PREA) Standards. Idaho adopted measures and processes in the spirit and intent of PREA, to develop a no-tolerance policy for prison rape when the law first passed, and has since taken numerous steps to implement and support the policy.
 - ◆ In May 2012, the PREA Commission published a set of national standards. IDOC has been working with the Idaho Sheriffs Association (ISA), Idaho Criminal Justice Commission (ICJC), and Juvenile Corrections, for several months to develop Idaho standards for adult offenders. The Idaho standards are not altogether different from the national standards.
 - ◆ The IPREA Committee is now developing an auditing process; they are meeting every other month.
 - ◆ Governor Otter sent a letter to U.S. Attorney General Eric Holder indicating that Idaho will adopt their own standards and not the national standards. Director Reinke advised the Board that a copy of the Governor's letter to Holder was included in their packets, along with the Executive Order.
 - ◆ Director Reinke wants the Board to understand that the agency takes PREA very seriously, and if there were any way to come into compliance, they would have. There are only a handful of county jails who think they can come into compliance, potentially Ada and Kootenai County Jails. Juvenile facilities are smaller, newer and more able to come into compliance, but IDOC's facilities are old, and not designed to become PREA compliant.
 - ◆ Secretary Van Tassel asked how many states can come into compliance. Director Reinke responded that they are not sure how many states can. Texas has also responded that they will not adopt the national standards.
 - ◆ Director Reinke noted that in the letter, the Governor points out that the standards weren't supposed to result in a huge financial impact.
 - ◆ Vice-Chair McClusky expressed concern about the possibility of a penalty for not coming into compliance. Director Reinke said they were told of a 5% penalty, but he feels it would be untruthful to send a letter saying the Department would come into compliance. They can agree with the spirit of PREA, and have demonstrated that since 2003.
 - ◆ Vice-Chair McClusky said he is concerned about the penalty, and sees that as a possible outcome, but he agrees with what has been done.
 - ◆ Secretary Van Tassel questioned the cause of the delay in broadband upgrades. Zmuda explained that there are two full projects: one meant to tie ICC on line, and the South Boise project; the other project is statewide, to meld the others together.
- ❖ Probation and Parole Division, Chief Henry Atencio
- ◆ The districts are busy hiring the new five PO positions and filling some vacant positions. They expect 18-19 new officers at their next academy.
 - ◆ They are currently hiring the new PSI positions. That brings them up to 45 PSIs throughout the state.
 - ◆ Atencio referred to the Overview of Justice Reinvestment Oversight and Implementation Chart which details five issue-specific teams, with work plans that change monthly, or even weekly.

- ◆ The timeline document identifies the various initiatives and the due date of each.
- ◆ The reporting process requires annual reports to the state legislature. Today, they report to the legislature what they want them to know about the agency. Through SB 1357, the legislature is now telling the agency what they want to know. This includes recidivism; treatment funding and whether there is there enough to treat offenders; and success of the programs in the institutions and in the districts, including private treatment providers. Management Services and IT are developing the framework for those reports.
- ◆ Vice-Chair McClusky asked how this has affected workloads and staffing needs, and how this works with the agency's mission. Atencio said they have received a couple additional staff in Management Services and IT to help with the reporting. There are some things that aren't mission specific. On their side of the house, they are looking at implementing 20 new statutes.
- ◆ The recidivism numbers in the PSI will be their first accomplishment, and they are hitting their deadline of July 1. There were not a lot of resources provided for that.
- ◆ Secretary Van Tassel asked if the information will be what the legislators want, or will they have to "jazz it up" to give them an accurate picture. Atencio thinks the reporting structure will be what the legislators need; it will be an accurate report. They still need to develop the audit tools around that, but Chief Evans has a lot of that done.
- ◆ Teresa Jones noted that under the current reporting structure is a September performance measures report, tied to the strategic plan.
- ◆ Vice-Chair McClusky said he is familiar with the value of performance measures, but he is concerned that there is now a whole new group of performance measures. Sometimes these are brought on without knowledge as to whether they will be valuable relative to the mission.
- ◆ Atencio thinks they do have relevance. Today, if they submit a discharge request, he is unable to track the data, and has no way to tell how many are submitted every month. He has no way of knowing how successful they are in having discharge requests granted. The new way will allow him to tell how many are submitted, and even break it down by groups, as to what types of crimes, by individual districts, and he can track the success rates.
- ◆ Atencio said they developed a JRI button on edoc, where information is available to staff in a central location. It is updated monthly to keep staff aware of the progress they are making.
- ◆ The recidivism rates will be included in the PSI starting at the end of May, and every one completed after July 1st will include this information. They are changing the verbiage from "recidivism risk" to "recidivism data."
- ◆ They will work toward identifying the risk by the different Rider types, but the priority now needs to be implementing what is written in SB 1357. Then as time allows, they will perfect the process to provide the more detailed information.
- ◆ The definition of recidivism is different throughout the state, so they will work on coming up with a common definition of recidivism to allow better reporting.
- ◆ They have received the first draft of IDAPA rules for the incentive and violation matrix.
- ◆ Draft letters are ready to go for grant funding to submit to CSG and the Bureau of Justice Assistance. The funding will come gradually, so they will only receive a portion of the \$500k initially, and will need to submit additional requests for additional funding down the road.
- ◆ A portion of the grant money will fund a JRI coordinator position to help the steering committee stay focused and organized with regard to the meeting agendas and minutes, and working with all involved parties to ensure continued progress. That will benefit not only IDOC but the entire state relative to the JRI implementation process.
- ◆ Secretary Van Tassel asked how often the teams meet. Atencio said they meet every two weeks now, as they determined that meeting weekly was too burdensome to keep up with the work required between meetings.
- ◆ Chair Sandy addressed all the department heads. She said peoples' questions should be answered, but the legislators, community chairs, leadership, and the Governor's office have made it clear that educating is lobbying. The team needs to provide all the information they

are asked for, but to stop short of trying to educate. Director Reinke confirmed that the teams understand they are to answer questions and not educate or lobby.

- ◆ Secretary Van Tassel said one of the resounding threads at the conference in Louisiana was the need for follow through when offenders get back out in the community. He thinks with JRI, follow up information will be crucial. There has to be some kind of feedback to gauge as to what was done right, or otherwise.
- ❖ Education, Treatment and Reentry Division, Chief Shane Evans
 - ◆ They had a meeting regarding the Medicaid rate adjustment. The attorneys concluded that they will issue a letter advising Corizon to adopt the Medicaid rate per the proposal. They are still determining the “go live” date, but this will result in a \$1.7 million annual savings on the contract. The daily inmate cost reduction is \$0.65.
 - ◆ The healthcare contract is fully implemented, except for a few small things. Corizon is doing a great job.
 - ◆ ICC has a few positions left to hire, but the transition is going well. They retained a few CCA staff.
 - ◆ Balla continues to go well. Monthly monitoring meetings are being conducted; they are well within thresholds. A mental health professional, Dr. Arnold, has been identified to provide objective support for plaintiffs, and to facilitate some of the interviewing at ISCI. Dr. Arnold will do mental health walkthroughs with the plaintiffs to ensure the continuity of care at ISCI; these will continue throughout the monitoring period.
 - ◆ Corizon will work on providing wifi access and enhancements to broadband for electronic health records (EHR). They chose PWCC to pilot the process for EHR, as they already have the needed infrastructure in place. This will allow them to identify any adjustments needed before moving on to other facilities. In concert to this is the mass scanning in of paper records so that the medical records will be available in electronic format when they go live.
 - ◆ Secretary Van Tassel asked whether offenders have a part in creating the electronic records by filling out paperwork. Chief Evans said the documents are provided by staff, and that the system will replicate what was already being done, but in an electronic format.
 - ◆ All facilities are now registered GED testing centers, and they are beginning to award GEDs through the electronic format. The GED testing requirements were raised nationally. The tests are more difficult now, so there may be some dip in the numbers of successful completions.
 - ◆ This year, there were four successful suicides accomplished; each case was unique. Two of the cases are still pending review and psychological autopsy.
 - ◆ The agency is very committed to managing and preventing these events, as they manage close to 1700-1800 offenders who are identified as “at risk.” The system and policies have an “easy in” and “difficult out” approach. The correctional officers are well trained and take no chances. When an officer witnesses or even suspects that self-harm is a possibility, the offender is placed on watch. The 105 reports are also reviewed daily in order to identify risk.
 - ◆ All screening processes were in place. Staff response was appropriate, and all responded with care and concern.
 - ◆ This is not any type of trend; each case was unique. Two of the cases had no identifiable mental health issues prior to the event. One had 28 prior watches, and was being managed in the acute unit with significant issues.
 - ◆ Two offenders had received disciplinary sanctions, after testing positive for substances. One offender had a long history of mental health issues, but was not on an active watch after having been downgraded; he showed no signs to suggest otherwise. He had been moved back to his cell, where he wanted to be.
 - ◆ Chief Evans said IDOC has one of the best prevention processes in place. When cases are reviewed, the findings are taken very seriously and the agency is constantly tweaking policies and training staff. Dr. Craig has many years of experience with this, and they are always seeking new ways to improve.

- ◆ Chair Sandy said no act of suicide is acceptable, and asked if there are national figures available for prison suicides. Chief Evans said each state reports differently, and there is no national reporting process. Idaho rates high for suicide among those in the community, but not as high for prisons. Texas had 35 suicides, but they are a fairly large system.
 - ◆ One of their first Justice Reinvestment initiatives is re-norming and evaluation of the LSI-R risk/needs tool. They are in the process of securing Boise State University's Dr. Charlene Taylor to conduct the evaluation. This will take place this summer, and will require two months to complete. Dr. Taylor's findings and recommendations will help adjust supervision levels to meet Idaho's needs.
 - ◆ Program Manager Brenda LaMott will conduct master training for these assessments; they will identify 4-5 master trainers instead of contracting out for the training. The initial training will take place in August.
 - ◆ They will examine the fidelity of programs to include Moral Reconciliation Therapy, Cognitive Self Change, and Thinking for a Change.
 - ◆ Onsite independent audits will be required for every provider that will receive state funding. Business Psychology Associates (BPA) oversees the network through a group contract and has assured that their staff are trained and are in compliance with the existing standards.
 - ◆ The agency will provide BPA with a menu of the approved programs; they can administer whatever program meets the criteria, and the agency will conduct the onsite evaluations. There are more than 100 providers for mental health and co-occurring disorder services. Health and Welfare and the administrator for Behavioral Health are conducting similar evaluations of these delivery systems, and the department can broker some of that work.
 - ◆ They now have a GAIN-I core, a full year of data on those entering the system. This will help determine if there is adequate funding to meet future treatment needs.
- ❖ Management Services Division, Chief Pat Donaldson
- ◆ The inmate phone and kiosk contract was executed May 16, 2014. They are conducting surveys to determine infrastructure needs, and are planning to have the implementation done by October 1, 2014.
 - ◆ The Food Service contract cost is \$1.08 per meal, per offender; the cost is \$2.8 million annually. This was not set up as a Request for Proposal (RFP), as they received an exception to go straight to Trinity for the services.
 - ◆ The commissary and concession services request has been drafted by legal, and is to go out June 16, 2014, with proposals due October 1, 2014. Inmate banking and vending was added as an optional addition to the service. If the new commissary contract does not include inmate banking, they will request a separate RFP for those services.
 - ◆ ICC currently has vending machines in inmate housing. They will evaluate over the next six months to determine whether those should be retained with commissary.
 - ◆ A one-year contract renewal letter was sent to Kit Carson Correctional Center (KCCC). The term is for July 2014 to July 2015. The CPU increased to \$54.68 per inmate, per day.
- Construction Projects Update, Mike McCabe, Construction Project Manager
- ◆ There are currently 19 projects in the design phase, 8 projects in construction phase, and 5 projects in close out/warranty phase.
 - ◆ The pill call facility was completed last year; it was a requirement of the Balla lawsuit.
 - ◆ They completed the NICI generator project, and lighting at ISCI.
 - ◆ The perimeter detection system at ICIO is almost complete. Like at IMSI, it's a combination of a thermal and a top-wire system. The cost at ICIO was \$1.3 million, and \$1.7 million at IMSI.
 - ◆ The Environmental Protection Agency (EPA) imposed fines last year at Cottonwood. The waste water system does not meet requirements and must be upgraded. A plan has been submitted to the EPA. It will cost about \$2 million to get the facility in compliance.

- ◆ The irrigation controllers installed at PWCC allow control of the duration of offender showers. Converting to DDC controls and installing stainless steel showers to reduce maintenance has aided in water conservation.
- ◆ The salt-based water treatment systems are putting too much salt in the water; this is a DEQ/EPA issue. ICC spends \$1,200.00 per month on salt for the salt-based water treatment system. The new system being installed will result in a \$1,200.00 monthly savings, and will reduce maintenance going forward.
- ◆ Lighting upgrades improve the quality of camera images, and reduced cost of electrical by 62%. The upgrades will be done throughout the state as funding allows. There will be substantial rebates from the power company for both exterior and interior lighting upgrades.
- ◆ A federal grant helped replace siding and windows, and a new generator at NICI; they are also painting the facility. The project will be completed in June.

Food Service Survey Results, Kim Frashier, Business Support Manager

- ◆ Surveys were sent to 25% of the inmates. In IDOC-managed facilities, the overall food service was rated 80%, up from 5% in the last survey.
- ◆ Overall food service at CAPP was rated 71%, which was also an increase.
- ◆ At ICC, the overall rating of food service was 45%, which was a 6% decrease from prior results. There were a lot of decreases in the numbers at ICC, so they will be working with them to improve.

Research and Analysis/Populations update, Cathy McCabe, Research Supervisor

- ◆ The population is well below forecast; it has been at about 8,100 since December 2013. Today the population is 8,115. They always anticipate an increase in summer, but the population remains steady.
- ◆ The population now is about the same as it was when offenders were moved to Colorado. They are still running at about 99% capacity. If those offenders were to be brought back at this time, there would be no flexibility.

❖ Correctional Industries Division, Chief Alan Anderson

- ◆ CI projects about \$60,000 in the negative next year; they have a potential big project that might make a difference.
- ◆ The Correctional Industries (CI) act allows them to employ offenders at agricultural businesses in Idaho. They submitted rules from SB 1347, and are working on an implementation plan, to include an operational agreement with IDOC on buses, fuel, and maintenance. Symms Fruit Ranch wants to employ 100 offenders for the cherry harvest.
- ◆ All CI employees are non-classified, and this caused some issues with employees because they had no pay band. Terry Tomisser was consulted to help with scoring of employees to make sure they fit certain classifications. They now have classifications for all employees; but they are not State classified employees.
- ◆ The garment shop is not improving as quickly as they would like. They will leverage some of Oregon's and Washington's garment shops, as they will not otherwise have the capacity needed to meet customer demands.
- ◆ During the last legislative session, there were allegations that CI didn't pay employees all the commission they earned. An audit of industry records for the past two years found 69 occurrences of employees falsifying records for their own benefit. They found one error in the amount of \$1.00 due to an erroneous adjustment, and three accounting errors. Out of 5,569 total transactions, there were only four errors.
- ◆ CI attended NCIA recently. They are now working on a compensation plan and pay for performance increases for CI employees. They established a lot of contacts to help them move CI forward.
- ◆ They are working on their year-end budget, looking at the negative months to determine the causes. Strategic planning begins in August. They are also making a trip to Canada with OrePac, and hope to establish that business in Boise for welding jobs.

- ◆ Secretary Van Tassel said he was really impressed with the team at the conference; they spread out and networked well, and he was impressed at how effectively they worked together to come up with solutions in real time.

9. Executive session

Secretary Van Tassel motioned to adjourn to executive session at 11:46 a.m. pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b). Chair Sandy seconded the motion. A roll call vote 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. Vice-Chair McClusky seconded the motion. Motion carried unanimously. Returned to regular session at 12:20 p.m.

11. Leadership team updates, continued

- ❖ Human Resources, Sharla Means
 - ◆ Hiring for the ICC transition is on schedule. Selections have been made for 84% of the positions. A total of 186 CCA employees have applied for correctional officer (CO) positions. IDOC needs to hire 212.
 - ◆ IDOC has made 163 offers to CCA employees that applied for CO positions. A lot of CCA employees may be hedging their bets, having applied for a job with IDOC while they are looking at other positions, too. They have lost some for this reason.
 - ◆ The CCA staff will be brought on as state employees in June. This will help the employees be on board when their current insurance ends, and will also help Warden Randy Blades and staff to be ready to hit the ground come July 1. They have a large number of people ready to attend the initial new hire orientation.
 - ◆ Human Resource continues recruitment and training; 85 people attended the job fair in Caldwell on May 20, and most were interviewed.
 - ◆ POST academies increased by two this year. IDOC also added a challenge academy. POST will provide the facility, rooms/barracks for that training, but IDOC will conduct the training.
 - ◆ A total of 28 staff graduated from POST Academy 44. Academy 45 is targeted for graduation in July. Academy 46 officers graduate September 12. That academy is limited to 50 participants, and it will be a combination of COs and Probation and Parole Officers (POs).
 - ◆ By September 12, there will be 159 designated COs if all stay in place. The average turnover is 12 per month. They still need 49 COs for ICC, and then will have to fill 62 vacancies in IDOC facilities. They are trying to be geared up and prepared on July 1, but this will continue throughout the year. The first few months will be rocky.
 - ◆ Secretary Van Tassel asked for more info on the challenge academy. Means explained that all the instructors and scenario actors are IDOC staff, and they use the same curriculum that is used at the POST Academies. POST tests the candidates after the training. The training is four weeks in duration, and then there are four weeks of on-the-job training.
 - ◆ Recruitment staff meets weekly to determine numbers and needs.
- ❖ Director's Office, Teresa Jones, Administrative Support Manager
 - ◆ Legislative Team: For the upcoming session the team is exploring two pieces of legislation.

- ◆ The team will draft language to codify the current practices for the use of the inmate management fund, and update an outdated statute that refers to the betterment fund; this was in place prior to CI in its current form.
 - ◆ Director Reinke explained work with juvenile corrections and judges to update the blended sentencing statutes.
 - ◆ Blended Sentencing started in 2000-2001, following the passage of the juvenile corrections act, due to concerns about how to house the 13-15 year old individuals committing these crimes. The amendments will help the courts, and facilitate the handoff of these offenders between the juvenile and adult systems.
 - ◆ Jones stated that in her role as legislative liaison she anticipates an increase in inquiries associated with the Justice Reinvestment Initiative. The agency already had people saying they are being kept beyond their sentences, so she feels it's important to clarify what JRI does mean to people.
 - ◆ Strategic planning is underway.
 - ◆ Felicia Forbus, management assistant, is part of the internet team. She'll help create uniform monthly staff recognition postings and is adding facility history information pages.
- ❖ Deputy Director's briefing, Kevin Kempf
 - ◆ Deputy Director Kempf talked about their role as IDOC's leadership team during an emergency response situation. All staff are trained in incident response, and to identify an incident commander (IC).
 - ◆ The IDOC leadership team will set up an emergency operations center (EOC). For example, if there were a disturbance at ISCI, an IC would be established; the IC will then contact the statewide duty officer and provide a briefing. The statewide duty officer will establish the EOC at central office, and will contact the Director and team leaders. A Black Box contains maps, training manuals, phones, and other items needed to quickly set up the EOC. The EOC commander will establish direction and expectation for whoever walks through the door. The EOC is the big picture, and its role is to support the event, not to dictate tactics. The operations are ready 24/7 and 365 days per year.

12. Idaho State Council, Chairman Scott Ronin

- ❖ Vice-Chair McClusky welcomed the Idaho State Council members, and introductions were made around the room.
- ❖ Idaho Interstate Compact, Commissioner Denton Darrington
 - ◆ Darrington explained that the Interstate Compact for offender supervision is an association of states that formed in the 1930s to oversee the transfer of offenders from state to state. After considerable changes in communication and transportation the compact became outdated and ineffective. Further weaknesses in the compact were revealed following the murder of a Boulder-area college student, Peyton Tuthill, by a parolee from Maryland.
 - ◆ They decided to write a new compact; every state would be required to pass the compact with identical language. In 2002, the compact was approved, and included 35-36. In 2006, Massachusetts became the 50th state in the compact. This is the only compact related to prisons and supervision of offenders
 - ◆ Interstate compacts allow states to enter into agreements among themselves, and they hold the same weight as federal law. When the procedures are followed, interstate compacts have been upheld time after time in federal courts.
 - ◆ Idaho currently has 1,721 offenders supervised in other states. There are 562 offenders from other states who are being supervised in Idaho. States have the authority to determine if an offender will be accepted under the compact, and a fee is charged to assess and evaluate an offender for this purpose. Idaho's fee is \$100.00.
 - ◆ The Deputy Compact Administrator (DCA) runs the state's compact.

- ◆ Vice-Chair McClusky asked what control they have over those that might be released by the authority of another state. DCA Judge Mesick said little can be done if they aren't notified of the release. Otherwise, the supervising officer will make an inquiry to the original supervising state, and by rule that state is obligated to respond.
- ◆ Mesick noted that when a new felony crime is committed by an interstate offender, the new charges must be adjudicated before the offender can be extradited to the sending state. Transport costs are the responsibility of the sending state.
- ❖ New Interstate Compact Rules, Commissioner Denton Darrington & Deputy Compact Administrator Judge Mesick
 - ◆ Mesick explained that new Interstate Compact (IC) rules are proposed and implemented every other year. The most recent changes include the compact being divided into regions. Also, the violent offender rule has been eliminated.
 - ◆ Timelines now specify business days for any action required within 30 days; and calendar days for anything beyond 30 days.
 - ◆ Warrants will now include the wording "No Bond," since all interstate warrants are no bond warrants, with nationwide extradition limits.
 - ◆ They can now provide reporting instructions for offenders released in other states. For example, veterans can go to other states for treatment once the treatment is verified, even if they don't have family in that state, which was a requirement.
 - ◆ Jarvis asked Mesick how the JRI implementation has affected Interstate Compact. Mesick said it's new, and hasn't yet affected them. They have just now asked for the sanctions from different states. They have thus far used their violation matrix as they don't have a sanctions grid like some other states do. She doesn't anticipate a problem, because they supervise out-of-state offenders like they do in-state offenders.
- ❖ Fugitive Recovery Unit update, Brandon Williams, Fugitive Recovery Supervisor
 - ◆ He has been with the unit since July 2011, and was recently promoted to supervisor. The recently added Matt Gambill, who was a probation and parole officer for eight years.
 - ◆ The unit is responsible for investigations involving "high risk" fugitives, including offenders supervised in other states, those accepted for supervision within the state, and those who escape from institutions, including the work centers and county jails.
 - ◆ The unit partners with the U.S. Marshals Service (USMS), Ada County Action Team, Boise Police Department (BPD), Metro task force, and the gang units in Boise and Nampa. They also work closely with Security Threat Group coordinator Nicole Fraser relative to gang information.
 - ◆ The investigative process involves working closely with Idaho Criminal Intelligence Center (ICIC), who has a law enforcement contact with every agency in the state. They have the ability to distribute flyers through Fusion and those contacts. There are 78 Fusion centers across the country, with some states having multiple centers. They also work closely with Public Information Officer Jeff Ray.
 - ◆ They run IDOCs most wanted on the web site, where the public can submit tips. They also work with BPD Crimestoppers.
- ❖ Fusion Center update, Sergeant Dave Neth, Idaho State Police
 - ◆ The purpose of the Fusion center is to share intelligence with other law enforcement agencies. The center was established in 2008, and is hosted by Idaho State Police.
 - ◆ The participating member agencies have grown, with the most recent addition being Pocatello Police Department. The center has a Memorandum of Understanding in the works with Spokane law enforcement. The participating agencies' record management data gets pointed to their database system, Coplink, and allows law enforcement to coordinate resources and "deconflict" cases.
 - ◆ They have helped 184 law enforcement agencies nationwide. IDOC has submitted 285 requests to Fusion to assist in its fugitive investigations.

- ◆ The Fusion Liaison Officer program (FLO) was started two years ago, and they now have over 200 FLOs. Brandon Williams has taken over as FLO coordinator.
- ◆ Adam Jarvis, Division of Financial Management, stated that IDOC pays for ILETS, and asked how Coplink is different. Sgt. Neth explained that ILETS is criminal history only, with no related reports, and no associates. Coplink accesses the records management systems from each agency to obtain that information.
- ❖ Interstate Compact Unit update, Interstate Coordinator Margaret Lint, Interstate Coordinator Nichole Case, Senior Probation/Parole Officer Catherine Gates & Administrative Assistant Kristy Johnson
 - ◆ Interstate Coordinator Margaret Lint said she is responsible for processing offender transfer requests between the states. She tracks acceptances and denials of the plans, and works on duplicated offenders, to get those cases combined into one.
 - ◆ Interstate Coordinator Nichole Case said she also tracks interstate requests, and is responsible for offenders who parole out to detainers.
 - ◆ Senior Probation/Parole Officer Catherine Gates said she oversees 1,721 out-of-state offender cases. In the event of a violation, she determines whether the receiving state will continue supervision or return the offender to Idaho. She is also responsible for submitting early discharge requests to the courts, and monitors offender compliance with restitution obligations and treatment requirements.
 - ◆ Administrative Assistant Kristy Johnson said she supports Gates by assisting with the intake of files, and processing payment agreements, and sends those to the receiving states. She conducts audits to ensure compliance with required timelines. She notifies supervising officers of timeline issues, and monitors transfer requests.
 - ◆ They are working to get DNA requests for out-of-state offenders completed. Those will then be provided to and maintained by the Idaho State Police.
- ❖ Pete Thompson, U.S. Marshals Service
 - ◆ Thompson said he is the supervisor of the U.S. Marshals Service (USMS) office in Boise, and is here on behalf of U.S. Marshal Brian Underwood. Thompson said he worked in Arizona for a few years before accepting the USMS position in Pocatello. USMS has a great relationship with probation and parole in Pocatello, but the partnership Williams spoke of is statewide. They are a federal agency, but they also live in Boise, Pocatello, and other places, and they want those to be safe places.
 - ◆ Fugitives usually have done something bad, and if they are unaccounted for in the community, they may be out creating new crimes and new victims. He has been working fugitive cases for 4-5 years, and he would do it for free.
 - ◆ Williams is a good leader. Thompson said he's been here in Boise for about a year and is looking forward to continuing to work with Williams.

13. Director's report, Director Brent Reinke

- ◆ Director Reinke provided attendees with a list of current projects.
- ◆ There have been staffing concerns regarding turnover and retention; the Department is moving in a positive direction.
- ◆ The Department will be working closely with Adam Jarvis and the Division of Financial Management; they are concerned with overtime during the first 30 days of the ICC transition.
- ◆ No problems are expected when the transition takes place. Warden Randy Blades has held 29 town hall meetings to communicate with inmates.
- ◆ Kempf said they don't anticipate any incidents, but are in a constant state of readiness. Going into summer, there is always a higher likelihood for violence; all drills increase.
- ◆ Director Reinke noted that everyone's eyes are on ICC, but all facilities need to be watched.
- ◆ There are many opportunities for staff; the ICC transition has created a lot of movement. On July 1, Warden Al Ramirez will have new deputy wardens and all new lieutenants.

- ◆ Means mentioned that the Department has increased the number of correctional officer academies from five to seven for this calendar year. That's likely more than the POST Council can handle, so the Department will continue working with POST on these.
- ◆ Evans provided a status update on the sex offender tier system. The Sex Offender Management Board (SOMB) is in final drafting of recommendations for tiered sex offender registration. It has been presented to ICJC. The SOMB will spend most of the summer presenting to ISA, prosecutors, and leadership, and will incorporate the appropriate feedback.
- ◆ The SOMB just released the public notice regarding juvenile standards for treatment and evaluators, and they only have the quality assurance piece left. This is regarding the protocols to maintain standards with treatment providers. Once all have had an opportunity to provide feedback, and they have a collective agreement to move forward, they will start working on the language. They are also making sure they're in alignment with statutory requirements.
- ◆ Director Reinke advised that zero-based budgeting is on track.
- ◆ The Department is enhancing the service delivery system for veterans. He said 300 staff members are veterans, and 1 in 10 offenders are veterans. A meeting with veteran service providers revealed that there are services available, but they are not yet connected. All agreed that reentry support is key, and engaging services early on is important.
- ◆ JFAC is requesting a one-hour tour of CAPP/MTC on June 10.
- ◆ Director Reinke said the International Association of Correctional Administrators (IACA) invited one person from the Department to attend their meeting in Nairobi, Africa in October. He would like Kempf to attend, and asks how that might be facilitated, as it would be at the Department's expense. The IACA world group attended a meeting in Colorado last year, and they have now invited a number of states to attend the meeting in Africa.
- ◆ Cost estimates will be explored.
- ◆ Chair Sandy noted there will be a barbecue on July 24. The Board will adjourn their meeting at ICC, and then resume the meeting at 6:00 p.m. at her home.
- ◆ Director Reinke noted that it will have to be an open meeting, as the Board members and Parole Commissioners will all be present. He said minutes will be taken at the meeting.

14. Next Board meeting date, time and location confirmation

- ◆ The next meeting Board meeting will be held on June 19, 2014, at Central Office.

15. Adjournment

Secretary Van Tassel motioned to adjourn the meeting. Vice-Chair McClusky seconded the motion. Motion passed unanimously. Meeting was adjourned at 2:54 p.m.

Submitted by:

Felicia Forbus, Management Assistant

Date

Approved by:

Robin Sandy, Chair

Date