



BOARD OF CORRECTION

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

Robin Sandy
Chair

Jay Nielsen
Vice-Chair

JR Van Tassel
Secretary

C.L. "Butch" Otter
Governor

Board of Correction Meeting Minutes

February 5, 2010 – 8:00 a.m. – 4:00 p.m., MT
Idaho Department of Correction – Board Room
1299 N. Orchard St., Suite 110, Boise ID 83706

Members Present:

Robin Sandy – Chair

Jay Nielsen – Vice-Chair

JR Van Tassel - Secretary

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent D. Reinke – Director

Debi Jessen – Administrative Assistant

Pam Sonnen – Division Chief, Prisons

Tony Meatte – Division Chief, Management Services

Terri Tomisser – Human Resource Services

Kevin Kempf – Division Chief, Community Corrections

Teresa Jones – Administrative Support Manager

Mary Perrien – Division Chief, Education & Treatment

See attached attendance list

I. Call to Order

Meeting was called to order at 7:53 a.m., MT, by Chair Sandy.

II. Joint Finance and Appropriations Committee Update (JFAC)

Board members and staff attended the Idaho Department of Correction's budget (IDOC) presentation before JFAC at the Capitol building.

III. Recess

Secretary Nielsen motioned to recess the meeting to travel to the IDOC central office. Seconded by Van Tassel. Motion carried unanimously. Meeting recessed at 9:11 a.m.

IV. Reconvene

Secretary Nielsen motioned to reconvene the meeting. Seconded by Van Tassel. Motion carried unanimously. Meeting reconvened at 10:05 a.m..

V. Welcome and Introductions

Chair Sandy welcomed everyone and introductions were made for the benefit of the new Board member.

VI. Approval of Minutes

Board members had previously reviewed the minutes from the December 9, 2009, and January 22, 2010 Board meetings.

Secretary Nielsen moved to approve the December 9, 2009, and January 22, 2010, meeting minutes. Van Tassel seconded the motion. Motion carried unanimously.

VII. Election of Board Vice-Chair and Secretary

Chair Sandy nominated Jay Nielsen as Vice-Chair and JR Van Tassel as Secretary of the Board.

Chair Sandy motioned to approve Nielsen as Vice-Chair and Van Tassel as Secretary. Seconded by Nielsen. Motion carried unanimously.

VIII. Leadership Team Update

❖ Division of Prisons – Chief Pam Sonnen

- ◆ Training for all staff at prisons and work centers on the new discipline and classification systems in the Correctional Information System (CIS) began January 19, 2010.
- The disciplinary module will be implemented beginning March 1, 2010; the classification system will be implemented beginning March 15, 2010.
- ◆ The 2010 audits have been scheduled and Community Corrections (CCD) staff will be added to the audit team. Next year, the Community Work Centers (CWC) will be added to the same schedule as the prisons.
- ◆ Although there are twenty correctional officers' positions currently open which will remain open for future budget cuts, the next POST correctional academy is scheduled for June 2010. Training for emergency preparedness functions and tactical training will continue as scheduled.

❖ Division of Community Corrections – Chief Kevin Kempf

- ◆ Chief Kempf stated that District Managers are nearly finished meeting with judges around the state to discuss outcomes and issues.
- ◆ District Managers are scheduled to meet next week for two days to discuss budget, holdbacks and supervision standards.

❖ Division of Management Services – Chief Tony Meatte

- ◆ Meatte presented a snapshot of budget expenditures for the last 2 quarters with a discussion regarding offender cost per day.
- ◆ Meatte discussed the benefit of receiving lump sum appropriations.
- ◆ A summary of contract and county bed numbers was provided.
- ◆ The new CIS communication page will be available the week of February 8, 2010, which will provide information regarding the progress of the project.
- ◆ Meatte requested that the Board consider changing the specific annual audit requirements for Correctional Industries (CI) from government accounting standards to a management review process.

Vice-Chair Nielsen motioned to change the annual audit requirements for CI to a management review process. Motion seconded by Secretary Van Tassel. Motion carried unanimously.

❖ Division of Education and Treatment - Chief Mary Perrien

- ◆ The Robert Janss schools are going through reaccreditation this year, a process that takes approximately one year to complete. The programs are receiving only positive feedback from the state Board of Education so far and will work to make sure all systems are complete.
- ◆ Perrien stated that vendors competing for the medical and pharmaceutical contracts are concerned about requirements to have 4 identified staff in Idaho to interview due to the cost involved. It was determined that the regional manager for each vendor would be interviewed.. If a vendor had the top four staff identified, then the option to interview all 4 would be available.

❖ Director's Office – Teresa Jones, Administrative Support Manager

- ◆ Jones presented a briefing of the presentation before JFAC this morning.
- ◆ Jeff Ray, Public Information Officer, discussed what is happening in neighboring states with regard to offender releases.

IX. CAPP Update – Warden Brian Finn

❖ Finn updated the Board on the progress of the facility and the tentative opening date of June 15, 2010.

X. ICC Update – Warden Philip Valdez

❖ Valdez briefed the Board on the lock-in/lock-out procedure that was implemented on February 5, 2010, at the Idaho Correctional Center.

XI. Executive Session

Vice-Chair Nielsen motioned to enter into executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b) at 11:35 p.m. Chair Sandy seconded the motion. Motion carried unanimously.

To communicate with Human Resources Acting Director Terri Tomisser 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).

Chair Sandy ended the executive session and returned to the regular meeting at 12:15 p.m.

XII. Final Board Discussion

❖ Board members had a general discussion regarding new member Van Tassel's perspective of issues.

XIII. Next Board Meeting Date, Time and Location Confirmation

❖ The date for the next Board meeting will be determined after reviewing the calendar.

XIV. Recess

Vice-Chair Nielsen motioned to recess the meeting to return to the Capitol building to attend the confirmation hearing for Secretary Van Tassel. Seconded by Van Tassel. Motion carried unanimously. Meeting recessed at 12:42 p.m.

XV. Reconvene

Secretary Van Tassel motioned to reconvene the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting reconvened at 1:00 p.m.

XVI. Adjournment

Secretary Van Tassel motioned to adjourn the meeting at 2:10 p.m. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting adjourned at 2:10 p.m. MT.

Submitted by:

Debi Jessen, Administrative Assistant

Date

Approved by:

Robin Sandy, Chair

Date