



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

May 13, 2010, 3:00 p.m. – 5:00 p.m. MT
Idaho Department of Fish and Game
600 S. Walnut, Boise, ID 83712

Members Present:

Robin Sandy, Chair
JR Van Tassel, Secretary

Jay Nielsen, Vice-Chair

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director
Tony Meatte, Division Chief, Management Services
Terri Tomisser, Director, Human Resource Services
Teresa Jones, Administrative Support Manager

Debi Jessen, Administrative Assistant
Pam Sonnen, Division Chief, Prisons
Paul Panther, Lead Deputy AG
Will Fruehling, Chief Investigator

I. Call to order

Chair Sandy called the meeting to order at 3 p.m.

II. Approval of minutes

Vice-Chair Nielsen motioned to approve the minutes from the April 2, 2010, Board meeting. Seconded by Secretary Van Tassel. Motion carried unanimously.

III. Welcome and introductions

Will Fruehling, Chief Investigator for the Office of Professional Standards, was introduced.

IV. Leadership team updates

❖ Division of Prisons, Chief Pam Sonnen

- Sonnen outlined the management changes occurring at several facilities.
- The Department of Correction (Department) will be conducting a Correctional Officer (CO) academy jointly with Management and Training Corporation (MTC).
- Sonnen reported that 21 staff members are either currently deployed or will deploy this fall. Hiring for those positions will occur in the fall.
- The majority of the changes being made to the food service operations have been implemented. Eight positions were eliminated, some staff were reclassified and are performing in their new positions.
- Sonnen shared that the Division of Prisons is working with the IT unit to implement a bar code system that will count offenders as they pass through the food service line. This system also has the capability to track inventories. The system will be implemented in two facilities beginning July 2010 and the remainder in the fall of 2010.
- Sonnen reported that in the time that Warden Wengler has been at the Idaho Correctional Center (ICC), the number of assaults has been significantly reduced.

- ❖ **Division of Management Services, Chief Tony Meatte**
 - Meatte reported on staff furloughs – 97 staff members have donated 3300 hours, 53 employees have taken all their furlough hours. A program to provide relief for staff struggling to take all necessary furlough has been implemented and 25 requests totaling 423 hours have been received.
 - Adjustments will be made in the budget to balance at year-end and updated statements will be available in May. Meatte will attempt to encumber monies to pay utilities at all facilities.

- ❖ **Human Resources (HRS), Director Terri Tomisser**
 - Open enrollment dates for benefits are May 12 – 28, 2010. There have been no changes to either coverage or premiums for the new fiscal year.
 - A new program will be available to employees for home and auto insurance.
 - The Department has cut 71 permanent and 32 temporary positions and currently has 75 vacant positions.
 - The next CO academy will begin June 21, 2010, and run until July 23, 2010. There will be a Probation/Parole Officer (PPO) academy beginning in August 2010 and a Support Staff academy beginning May 17, 2010.
 - The Department will be working with the Institute for Advanced Professional Studies (IAPS) to develop five on-line courses of instruction. The Department will provide the course information and IAPS will provide the video equipment and expertise.

- ❖ **Director's Office, Teresa Jones, Administrative Support Manager**
 - Jones reported that planning for the Correctional Alternative Placement Program (CAPP) is ongoing and includes members from the Department, the courts, MTC and the Commission for Pardons and Parole.
 - Training will be conducted in May and June for members of the Court, PPO's, members of the Idaho Bar, Pre-Sentence Investigators and the Receiving and Diagnostic Unit.
 - The proposal for discretionary jail time has been postponed until January 2011.
 - We continue to receive requests from the Associated Press for records pertaining to ICC services.
 - Jones shared that Jeff Ray, Public Information Officer, is working on a training video for CO's featuring Tim Gilligan, a former CO recently sentenced for having a sexual relationship with an offender.

V. Executive session

Secretary Van Tassel motioned to enter into executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b) at 3:50 p.m. Seconded by Vice-Chair Nielsen. Motion carried unanimously.

- A. *I.C. 67-2345(f)* To communicate with legal counsel for the Idaho Department of Corrections 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.

Vice-Chair Nielsen motioned to move out of executive session. Seconded by Secretary Van Tassel. Motion carried unanimously. Executive session ended at 4:23 p.m.

VI. Director's report, Director Brent D. Reinke

- Reinke shared that the Department is developing a desktop guide for the courts outlining all services available within the Department.
- The final report from the Center for Sex Offender Management is finished and has been forwarded to all Board members.

- On July 6, 2010, 37 offender workers will move into the CAPP facility with 25 offenders moved in each week until capacity.
- Reinke shared information regarding the Prison Farm Produce project in which 6 acres are being cleared and planted with produce that will be donated to the Idaho Food Bank.

VII. Next Board meeting date, time and location confirmation

- Debi Jessen presented tentative meeting dates for the remainder of 2010. The next Board meeting will be scheduled on June 30, 2010, and will be held in the third floor Board Room at Central Office. Other dates presented for consideration were July 21, August 19, September 29, October 20, November 17 and December 16.
- Board members will let Debi know if any of these dates cause conflict with their schedule.

VIII. Adjournment

Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting was adjourned at 4:43 p.m.

Submitted by:

Debi Jessen, Administrative Assistant

Date

Approved by:

Robin Sandy, Chair

Date