



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

September 23, 2010 – 8:30 a.m. – 4:00 p.m. MT
Idaho State Correctional Institution (ISCI)
13500 S. Pleasant Valley Rd., Kuna, ID 83634

Members Present:

Robin Sandy, Chair

Jay Nielsen, Vice-Chair

J.R. Van Tassel, Secretary

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director

Debi Jessen, Administrative Assistant

Pam Sonnen, Division Chief, Prisons

Tony Meatte, Division Chief, Management Services

Paul Panther, Lead Deputy AG

Terri Tomisser, Director, Human Resource Services

Teresa Jones, Administrative Support Manager

Kevin Kempf, Division Chief, Community Corrections

Shane Evans, Division Chief, Education and Treatment

See attached attendance list

- I. Call to order
Chair Sandy called the meeting to order at 8:52 a.m.

- II. Board of Correction meeting minutes approval

Vice-Chair Nielsen motioned to approve the minutes from the July 29, 2010, Board meeting. Seconded by Secretary Van Tassel. Motion carried unanimously.

- III. Welcome and introductions

- IV. Leadership team updates

◆ Division of Prisons, Chief Pam Sonnen

- Sonnen introduced ISCI Warden Johanna Smith who welcomed everyone to the institution.
- Sonnen discussed Policy 105, Reporting of Major Incidents, shared an incident report, and presented a copy of the Operations Incident Weekly Overview report that lists all 105 reports for each week. She stated that this information is then used to track any trends.
- Sonnen briefed the Board on an incident that occurred at ISCI recently involving a staff member and provided an account of the entire incident.

- V. Food service update, Chief Pam Sonnen
- ◆ Sonnen announced that the Division of Prisons has filled the position of Food Service Manager. The incumbent has over thirty years experience in food service inventory and purchasing.
 - ◆ Sonnen stated that currently plate costs are between \$.82 and \$.86 agency-wide; the new manager will be reviewing the process at each facility and will develop recommendations for improvement.
- VI. Budget briefing, Chief Tony Meatte
- ◆ Meatte provided the Board with a copy of the budget requests for FY12. He highlighted several requests including restoration of the health insurance holiday monies, change in benefit costs, and furlough relief.
- VII. Leadership team update, continued
- ◆ Division of Community Corrections (CCD), Chief Kevin Kempf
 - Kempf briefed the Board on Policy 105 and what CCD reports. He stated that there were 46 investigation reports, 34 reported parolee deaths and 25 use of force reports for FY10.
 - Kempf provided information on Probation and Parole officer involved shootings and was pleased to report that there have been no incidents in Idaho since the August 2006 incident in Pocatello.
 - Kempf presented the CompStat data for FY10.
 - ◆ Division of Education and Treatment, Chief Shane Evans
 - Evans provided information on the first Correctional Alternative Placement Program (CAPP) graduation. The Department is exploring the possibility of having discretionary placement for probationers.
 - Evans stated that the first Therapeutic Community (TC) rider program began on September 7, 2010. The female TC rider program has 15 participants with the ability to expand to 95 beds.
 - Evans shared that the Department is exploring the options for implementing a female CAPP program and should have a plan in place in 30 to 45 days.
 - Evans presented a resource guide to probation, rider, term and parole services that was developed to aid the courts.
 - Evans shared that the school is in the third stage of accreditation and has received favorable results from the accreditation team.
 - ◆ Human Resource Services (HRS), Director Terri Tomisser
 - Tomisser provided an overview of the HRS annual report information and highlighted turnover rates and reasons, performance standards ratings, and disciplinary actions.
 - Tomisser provided an update on training; sixty-two new officers were trained in September and twenty-six officers are currently attending POST academy and will graduate in October.
 - ◆ Director's office, Teresa Jones, Administrative Support Manager
 - The Department submitted three legislative proposals on September 18, 2010.
 - Jones provided the Performance Measurement report highlighting decreases in bed cost per day, total inmate assaults and food service.
 - Jeff Ray, Public Information Officer, provided a media update relaying information on what neighboring states are doing to save money.
- VIII. CAPP update, Warden Brian Finn
- ◆ Warden Finn stated that they have fifty parole violators incarcerated; one offender was removed from the program due to threats toward staff.
 - ◆ The first group of offenders will graduate from the program on October 7, 2010.
 - ◆ Finn stated that the final POST academy for CAPP staff will graduate October 8, 2010, and the facility will be fully staffed.

- ◆ Finn shared that the offenders are definitely engaged in the programs available to them at CAPP.

IX. Idaho Correctional Center (ICC) update, Warden Tim Wengler

- ◆ Recently, thirteen correctional officers graduated from POST academy; on October 12, 2010, twelve more will graduate; the next academy graduation of ten will bring ICC back up to being fully staffed.
- ◆ The problem with the water has been resolved, test results for well #2 should be available today and it should be back on-line today.
- ◆ Wengler stated that during the week of September 27, 2010, ICC is scheduled to be audited by the American Correctional Association.

X. Correctional Medical Services (CMS) update, Connie Smock, Regional Director of Nursing

- ◆ Smock reported that CMS is working with CAPP to set up medical services for offenders.
- ◆ The work centers will start receiving health care services from CMS on site beginning September 1, 2010.
- ◆ Smock reported that a new psychiatrist will be providing services to offenders via a telecommunication system and they are working on restructuring medical services at ISCI.

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 12:38 p.m. Roll call was taken. Motion carried unanimously.

XI. Executive session

- 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.

Secretary Van Tassel motioned to move out of executive session. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Resumed regular session at 1:30 p.m.

XII. Correctional Industries (CI) update, Marty Thomas, Administrator

- ◆ Thomas provided an overview of the sales figures for CI for the month of August and provided a breakdown by shop.
- ◆ Thomas discussed the implementation of a garment shop at Pocatello Women's Correctional Center and the training that will be provided to the female offenders.
- ◆ An overview of the Enterprise Resource Planning system that has recently been implemented by CI was provided and Thomas discussed the issues that the staff is working through.

XIII. Office of Professional Standards (OPS) update, Will Fruehling, Chief Investigator

- ◆ Fruehling presented statistics on the investigations conducted in FY10 and compared them to FY09.

XIV. Offender statistics update, Tony Grange, Research Analyst

- ◆ Grange provided the population demographics as of September 23, 2010.

XV. Director's report, Director Brent Reinke

- ◆ Reinke provided the Board with a draft copy of the most recent dashboard document and discussed the content.

- ◆ A budget snapshot comparing numbers from 2000, 2010 and projected numbers for 2012 were presented and discussed.
- ◆ Reinke shared a letter addressed to legislators outlining the Department's processes.

XVI. Board meeting schedule

- ◆ The next Board meeting will be held on November 30, 2010.
- ◆ The Board expressed interest in attending the Association of Idaho Taxpayers annual conference on December 1, 2010.

XVII. Adjournment

Vice-Chair Nielsen motioned to adjourn the meeting. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting adjourned at 3:10 p.m.

Submitted by:

Debi Jessen, Administrative Assistant

Date

Approved by:

Robin Sandy, Chair

Date