



BOARD OF CORRECTION

DAVID MCCLUSKY
Chair

DODDS HAYDEN
Vice Chair

KAREN NEILL
Secretary

MINUTES

BOARD OF CORRECTION (BOC) MEETING

February 27, 2020 9:00 AM – 3:00 PM MT

Idaho Department of Correction, 1299 N. Orchard Street, Suite 110, Boise, ID 83706

Members Present:

Dr. David McClusky, Chair
Dodds Hayden, Vice Chair
Dr. Karen Neill, Secretary (via conference call)

Others Present:

Attendee sign in sheet on file

- Call to order Business Meeting; welcome and introductions
 - Chair McClusky called the meeting to order at 9:00 a.m. Attendees introduced themselves.

- Action Item – Board of Correction (BOC) Meeting Minutes Approval

Vice Chair Hayden moved to approve the meeting minutes from the August 23, 2019 and January 22, 2020 meetings; Secretary Neill seconded the motion. Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

- ICI Quarterly and Legislative Reports – Kevin Mickelson
 - Handout titled, “H373 Outline”
 - Clarifies ICI as a training program
 - Establishes reentry savings deductions to AG Program Trainees
 - Adds definition section
 - Opportunity for training programs working with all agricultural commodities
 - Allows compliance with Federal Prison Industries Enhancement Certification Programs
 - Moves section related to IDOC Work Programs to Title 20, Chapter 2 (IDOC)
 - Minor updates to meet current formatting standards
 - Bill has moved through the House, now will go to Senate and Governor’s office.
 - Dodds asked about stipends. Kevin replied that ICI sets for traditional programs. For outside programs such as PIECP, wage is set by prevailing wage by Department of Labor.
 - Dodds asked whether there were enough people to qualify for positions. Right now, there are more people than program spaces, but limiting factor is security in transportation.
 - Handouts: Statement of Purpose RS27240 / H0373, Draft of House Bill 373, and Testimony from Sean Garland
 - Spoke briefly about the impact Sean’s testimony had during the hearing
 - Handout titled, “Idaho Correctional Industries Board of Corrections Meeting February 27, 2020”
 - Kevin reviewed highlights of ICI programs, enrollment, new projects.
 - Reviewed revenues for FY20 and FY19
 - Dodds asked about how ICI keeps trainees occupied when production demand is down. Kevin explained that they focus on additional classroom and skills training.
 - Hired a sales associate for Eastern Idaho region to focus on those counties and communities.

- Dodds asked how much of products produced goes to public vs. not-for-profit. Kevin replied that it's about 90% to public sector.
- Reviewed remaining sections of handout.

➤ IDOC Budget Overview – Pat Donaldson, Josh Tewalt

- Handouts (2) detailing IDOC's budget request for FY2021
 - Pat Donaldson reviewed highlights of the agency request, governor's recommendation, and JFAC final.
 - Dodds asked about the additional funding for FY21 OOS growth. Josh explained that this will provide funding in FY21 to eliminate the need for IDOC to submit a supplemental request. All part of budget transparency.
 - Dodds asked about \$2.5M for employee wage increases. Josh replied \$2.3M for 2% CEC, and \$200K for difficult to recruit positions.
 - Dodds asked about CISs, where they will be located and how staffed. Josh replied that locations have not been finalized, but they will be contracted. Should be online in July 2020.
 - \$4.5M for CISs
 - \$ for contracted UA testing
 - \$ for transitional housing
 - \$ for dosage probation pilot
 - Dodds asked how much of the budget was dedicated to facility repair and maintenance. Josh replied that we have funds budgeted for facility repairs, but expansions and new building projects are funded separately.
 - Josh noted that we had a 2% reduction to our base budget. We do have some discretion to move funds between programs to meet that 2% reduction.

➤ OPE Report – Josh Tewalt

- Handouts (2) – full OPE report and summary
 - Staffing
 - Have done quite a bit of work on roster management, but need to implement a better staffing model. Recommended bringing in a consultant to study the overall staffing plan.
 - Forecasting
 - Has been primarily short term for budgetary purposes. Our current forecasting model lacks sophistication for long-term forecasting accuracy. Working with an external partner to help develop a more accurate system to anticipate and plan for growth.
 - Infrastructure
 - Recommend a department-wide facility condition assessment.
 - Dodds asked whether IDOC could develop a 10-year skeleton master plan, and what time frame would be reasonable. Pat replied that 6 months would be reasonable. IDOC has a lot of that data now.
 - Assigning Relative Value to Beds
 - In state placement is desirable over county or out-of-state beds, both for cost and services provided.
 - Karen asked about the parole revocation issue. Josh replied that this is a difficult area, because it wouldn't be picked up by a predictive forecasting model, as the swings were driven by departmental process and policy changes. Karen asked if numbers are still increasing now that those changes have had a chance to settle. Josh replied that no, they are still going up. This is why IDOC is excited to bring on the CISs to provide an intervention option.

- Dodds asked what we are doing to provide relief to PPOs. Josh replied that IDOC is working to provide relief to their workload rather than caseload, in other words, many of the administrative tasks that keep them from being able to focus more on their clients.
- Dodds would like to see a future presentation from Prisons regarding the staffing model.

➤ Action Item – IDAPA Rules Review – Jamie Hess Smith

- Handouts (multiple)
 - IDAPA Rules Review: February 27, 2020
 - Legislature will likely not do a “Going Home” bill this year, so essentially, the Board needs to reauthorize.

Vice Chair Hayden moved “Pursuant to Section 20-212(1), Idaho Code, the Board and the Governor have found that adoption of these rules is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens. These rules implement the duly enacted laws of the state of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws. The expiration of these rules without due consideration and processes would undermine the public health, safety and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules. These rules will be effective upon the Governor signing the Board’s proclamation adopting these rules upon sine die of the 2020 session of the Idaho Legislature. This approval is conditional and will only become effective if the rules are not otherwise approved or rejected by the Legislature and/or not extended pursuant to the Idaho Administrative Procedure Act, including sections 67-5291 and 67-52925, Idaho Code.” Secretary Neill seconded the motion. Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

➤ Strategic Planning Update – Josh Tewalt, Bree Derrick

- PowerPoint Presentation
 - Orienting Principles
 - True public safety is achieved when people, who would otherwise be justice-involved, are successfully living crime-free in the community
 - The better we are at taking care of our staff, the better they will be in caring for those under our jurisdiction
 - We can learn from individuals with lived experience
 - We have a number of foundational practices in place and are ready to elevate the work
 - Old Goals
 - Protect the public, staff, and offenders
 - Enhance staff success and wellness
 - Modernize our technology
 - New Goals
 - Increase success for people under our jurisdiction
 - Enhance staff wellness and fulfillment
 - Focus spending to improve outcomes
 - Strengthen relationships with key stakeholders to increase confidence
 - Draft Strategic Plan
 - Increase success for people under our jurisdiction
 - Create safe and purpose-driven environments that facilitate success
 - Maximize opportunities for behavior change by delivering research-based services in natural environments where possible
 - Utilize motivation enhancing interventions to increase engagement
 - Enhance staff wellness and fulfillment
 - Provide professional development opportunities that promote succession planning

- Modify work practices to streamline operations, increase collaboration, and make more time available for critical tasks
- Invest in staff development and align responsibility and authority
- Focus spending to improve outcomes
 - Create a learning culture that fosters innovation and relies on data-driven decisions
 - Build a system that addresses causes not symptoms
 - Deploy performance-based outcomes for projects and contracts
- Strengthen relationships with key stakeholders to increase confidence
 - Improve transparency and responsiveness to external requests
 - Create a citizens' advisory committee to consult on current and proposed initiatives
 - Proactively tell our story with justice partners and stakeholders
- Timeline for strategic planning
 - Nov 2019: Statewide leadership convened
 - Jan – Mar 2020: Legislative Session/Board Review
 - April 2020: Statewide leadership reconvenes
 - May 2020: Finalize revised strategic plan
 - June – July 2020: Rollout revised strategic plan/submit to DFM
- Dodds noted that he likes the plan, the only thing it still needs is an intent. As you come up with your measurements, executions that drive outcomes. Also, what are you going to be the best in the country at?
- Karen noted that tools could be integrated. Please also think about rural models, not just urban areas.

➤ Action Item – Begin Executive Session

Vice Chair Hayden moved to begin executive session at 12:18 p.m.; Secretary Neill seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

I.C. 74-206 (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.

I.C. 74-206 (1)(c) To acquire an interest in real property which is not owned by a public agency.

I.C. 74-206 (1)(d) To consider records that are exempt from disclosure as provided by law; per I.C. 74-104 (1) and I.C. 74-106 (13).

I.C. 74-206 (1)(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.

Vice Chair Hayden moved to end executive session at 3:20 p.m.; Secretary Neill seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

Chair McClusky moved to adjourn meeting at 3:22 p.m.; Vice Chair Hayden seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

Submitted by:

Cheryl Iseri, Program Coordinator

Date

Dr. David McClusky, Chair

Date