



# BOARD OF CORRECTION

DAVID MCCLUSKY  
Chair

DODDS HAYDEN  
Vice Chair

KAREN NEILL  
Secretary

## MINUTES

### BOARD OF CORRECTION (BOC) MEETING

July 20, 2020, 9:00 AM – 4:00 PM MT

Idaho Department of Correction, 1299 N. Orchard Street, Suite 110, Boise, ID 83706  
3<sup>rd</sup> Floor Conference Room and via Zoom

#### Members Present:

Dr. David McClusky, Chair  
Dodds Hayden, Vice Chair  
Dr. Karen Neill, Secretary – via Zoom

#### Others Present:

IDOC: Dr. David McClusky, Dodds Hayden, Josh Tewalt, Bree Derrick, Christine Starr, Mark Kubinski, Cheryl Iseri;  
via Zoom: Dr. Karen Neill, Dodds Hayden (rejoined at 1:55 p.m.)  
Members of the public (no roll taken)

- Call to order Business Meeting; welcome and introductions
  - Chair McClusky called the meeting to order at 9:05 a.m.
  - Board of Correction meeting minutes approval

**Vice Chair Hayden moved to approve the minutes from the April 8, 2020 meeting. Secretary Neill seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.**

- Idaho Correctional Industries (ICI) Update – Carmen Willis, David Ronhovdee
  - COVID-19 Impacts
    - Our operations are essential to provide services to state agencies. Inmate trainees still need to work and have the opportunity to train. Due to COVID, we've had to shut down most operations, which has been a hard hit. We also have contractual agreements for construction and other projects, such as license plates, that we need to meet. We are using staff to process as much as possible, but we are struggling without inmate trainees. We have now developed a COOP plan for future planning purposes. We are also implementing remote work environments, cross training, etc.
    - Clients have been incredibly understanding and are dealing with the lack of trainees.
    - Financially, this will hit our bottom line hard. In addition, the state holdbacks will likely impact our bottom line as state agencies may have fewer funds for furniture and printing services.
    - Working to keep our staff healthy and well informed.
    - Vice Chair Hayden asked which programs are completely closed, and which are still going
      - Closed: PIE, Ag, various shops such as upholstery and metals
      - Open, but limited, include: License plates and stickers, wood shop, printing, screen printing and embroidery,
    - Hoping to set up a designated housing unit for trainees to allow for some trainees to resume working.



**Vice Chair Hayden moved to begin executive session at 11:00 a.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)(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code, specifically including §§ 74-104(1) and 74-107(1).*

*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.*

**Secretary Neill moved to end executive session at 1:54 p.m.; Chair McClusky seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – absent, Secretary Neill – yes.**

**Vice Chair Hayden moved to authorize the department to grant a 6-month extension of the medical services contract for the time period from January 1, 2021 to June 30, 2021; Secretary Neill seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.**

**Vice Chair Hayden moved to authorize the department to initiate a medical services Request for Proposal with an implementation date of July 1, 2021. Secretary Neill seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.**

**Secretary Neill moved to authorize the department to enter into contract with CoreCivic for the purpose of housing Idaho inmates in out-of-state placement; Vice Chair Hayden seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.**

- Medical RFP
  - Reviewed handout titled, “IDOC Medical RFP Timeline, July 6, 2020”
    - The handout summarizes the sequence of steps in the RFP process.
- Out of State Placement
  - Director Tewalt reviewed a PowerPoint presentation titled, “The Housing of Idaho Inmates Out-of-State”
    - Current out of state inmate housing contract with the Geo Group for Eagle Pass Correctional Center expires October 1, 2020.
    - Proposed facility is Saguaro Correctional Center in Arizona
    - Details provided about housing units, recreation, food service, health services, visiting, educational and vocational programs, and religious activities.
  - Director Tewalt reviewed a handout titled, “Out-of-State Facility/Proposal Summary”
    - This handout provides a comparison table of three proposed facilities, to include information on operating costs, capacity, location, facility age, assignment criteria, medical services, programming, education, vo-tech, inmate work, and timeline for availability.
- Expanded Community Reentry Center Concept
  - Two-page handout titled, “Community Reentry Centers – Current Model”
    - Reviewed eligibility criteria and benefits of a CRC
    - Propose that CRC residents to live in a private residence during the final six months of a facility sentence.
      - Eligibility criteria would be same as CRC eligibility, to also include:
        - Releasing to a residence within 30 miles of an IDOC facility
        - Have no Class A or B disciplinary offense reports within the past 6 months

- Be within 6 months of initial parole hearing date, tentative parole date, or full-term release date
- Have at least \$500 in trust account
- Supervision would look like
  - Face to face contact every 7 days, including residence verification once every 30 days
  - Employment verification will be completed every 30 days
  - Collateral contact with family or supportive friends every 30 days
  - If client is in treatment, verify enrollment within seven days, then complete one collateral contact every 30 days
  - GPS monitoring will be used when necessary
  - A furlough may be revoked at any time by the board without notice or hearing
- Benefits of expanded CRC
  - Systemwide reduction of bed needs
  - \$1.9 million in annual savings per every 100 residents placed in new model
  - Increase in number of people who benefit from residing in CRCs.
- Most exciting is that it creates more CRC beds for minimum custody clients to begin their transition to release, allows us to provide more service to more people, and improve client outcomes.
- Our intent is to start small, to ensure we maintain a close watch on this new program. About 30% of our current CRC population would be eligible, but we need to ensure that
- the community resources are in place to support this program.
- Dr. McClusky asked about opening date for Twin Falls CRC
  - Target date is September 8 if there are no unanticipated delays.
- Dr. McClusky asked about the P&P staffing to support this program
  - Brian stated that existing P&P staff would be used, and caseloads reconfigured accordingly. Residents in this program would be assigned to and managed by a PPO.
- Director Tewalt indicated that this creates an incentive program for residents to not only earn this opportunity to have a supported return to the community, but consequences for non-compliance would potentially affect parole eligibility date.
- Vice Chair Hayden asked about qualifying residences
  - Bree replied it would be any suitable residence plan, similar to a typical parole release plan. Most commonly a private residence with family or friends, or in some cases, transitional housing.

**Secretary Neill moved to authorize the department to develop and implement policies and procedures providing for expanded CRC placement to private residences consistent with Idaho code 20-242; Vice Chair Hayden seconded the motion. Vote Taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.**

➤ Supervision Standards

- It's important for P&P to align supervision standards with IDOC's strategic plan.
- Moves P&P away from supervising clients primarily in the P&P office. This allows for much more flexibility.
- Want to place an expectation in our supervision standards for more of a customer service focus, and to make more meaningful supervision contacts to build better rapport with clients.
- Met with Citizens Advisory Group recently to share proposed ideas.
- Reviewed document titled, "Probation and Parole Supervision Standards" which highlights current policy, April 30, 2019 Division Memo which revised some parts of policy, and the current interim

standards that took effect as a result of COVID-19 that P&P would like approval to make current policy.

**Secretary Neill moved to authorize the department to implement interim supervision standards for Probation and Parole. Seconded by Dr. McClusky. Roll call – Chair McClusky – yes, Secretary Neill – yes, Vice Chair Hayden – absent, Zoom connection dropped.**

➤ Organ Donation

- A person sentenced to our custody recently died by suicide. The family of this man placed him on life support in order to donate his organs, but IDOC policy prohibited him from doing so.
  - Option 1: IDOC would like to allow for organ donation upon death, with consent from the family. Living transplants would only be allowed for direct family members of the resident (as is current policy)
  - Option 2: IDOC would mirror Option 1, but living organ donations would not be limited to direct family members, with prior approval from the Director.
  - Dr. McClusky noted that IDOC should create a process for residents to document whether they want to be an organ donor. Noted that Option B would be his preference.
  - Dr. Neill also noted Option B would be her preference.
- IDOC will consult the Attorney General's office and draft specific language for the Board to consider at the next meeting.

➤ COVID-19 Update

- Overview
  - Testing results for those in our custody are posted daily to our website.
  - Mass testing has been a challenge due to testing capacity. We must be strategic about testing as results must be received quickly so we can move people as quickly as possible if they test positive.
  - Have purchased 30,000 test kits
  - As more people test positive and present with symptoms, we need to prioritize medical resources. We are contracting with a group to facilitate mass testing of staff and residents.
  - Probation and Parole has organized their officers to work in teams in order to minimize contact with other staff and clients.
  - As of today, we have mass tested about 352 staff members. Nearly all staff at ISCC have been tested, and now working on staff at SICI. So far, only 8 have tested positive. Next facility to be tested will be ISCI. Intent is to evaluate where to test next, but we need to remain flexible to redirect testing as needed.
  - Symptomatic staff can call to schedule an ID Now test in order to get a quicker response.
- CARES Act Funding
  -
- Prisons Response
  - PowerPoint presentation titled, "Prisons' Response to COVID-19"
    - Challenges & operational changes for staff
      - Creating staff cohorts to minimize contact and help prevent spread
      - Moving to 12-hour shifts
      - Requiring PPE
      - Stress from prolonged pandemic
    - Challenges for residents
      - Limited movement between and within facilities
      - Secure status can feel punitive
      - Connectivity issues make communication difficult
      - Stressful living in close quarters with positive cases and having no control

- Looking ahead – the “new normal”
  - Virtual meetings replace some in-person meetings, hearings, etc.
  - Housing and programming in smaller cohorts
  - Moving documents to e-files and giving residents access to IDOC policies via kiosks and JPay players.
- Dr. McClusky asked how this has affected new staff training
  - POST academies were suspended for a time. We created a modified academy to provide some training up front and pair them with a seasoned staff member until they could go to academy. Had an interim academy at Central Office, and new academy starts this week.
- Vice Chair Hayden asked if we are capturing lessons learned, and how are we circulating that information?
  - Bree replied that we have been collecting that information, we are working to include those into our strategic plan, and to develop communication.
  - Director Tewalt noted that lessons learned also come in stages. We planned ahead for the possibility of COVID entering our system, but also learned additional challenges once we had an outbreak. For example, programming spaces are designed to be used by an entire facility, but when an outbreak happens and movement is restricted, that space’s usefulness is now diminished. We have to immediately figure out how to take those situations into account, and start resuming those functions in a different way.
- Vice Chair Hayden asked for an update on P&P project
  - Director Tewalt replied that we are the first agency in the country to roll out technology to verify people on supervision via facial recognition and location.
  - We had hoped to also be able to passively ping the location of those on supervision to ensure they are home before performing a home visit, however, there are FCC challenges.
  - Authorized for \$16.2 million in CARES funding, to include funding for increasing broadband bandwidth and hardware.
    - These upgrades will have a significant impact on future educational and programming opportunities
- Vice Chair Hayden asked how incidents are trending in the facilities
  - Chief Page replied that it’s about the same. Movement is restricted, so fewer there. Suicide watches have increased.

**Vice Chair Hayden moved to adjourn meeting at 4:04 p.m.; Secretary Neill 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