



BOARD OF CORRECTION

DAVID MCCLUSKY
Chair

DODDS HAYDEN
Vice Chair

KAREN NEILL
Secretary

MINUTES BOARD OF CORRECTION MEETING July 16, 9:00 AM –4:00 PM MT

Location:

Idaho Maximum Security Institution, 13400 S. Pleasant Valley Road, Kuna, ID 83634

Members Present:

Dr. David McClusky, Chair
Dodds Hayden, Vice Chair
Dr. Karen Neill

Others Present:

Attendee sign in sheet on file

- Call to order
 - ❖ Chair McClusky called the meeting to order at 9:00 a.m. Attendees introduced themselves.
- Action Item – Elect newly appointed board member as secretary
Vice Chair Hayden moved to appoint Dr. Karen Neill as secretary; Chair McClusky seconded the motion; Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.
- Board of Correction meeting minutes approval
Vice Chair Hayden moved to accept the May 20, 2019 meeting minutes; Secretary Neill seconded the motion; Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.
- Agency Updates
 - ❖ Director's Office – Bree Derrick
 - PowerPoint presentation titled, "Board of Correction July 16, 2019"
 - Public Information
 - a. Provide accurate and comprehensive information in response to requests from the public.
 - b. Communicate the IDOC story
 - c. Dodds asked what IDOC considers a good job of communication from the public information office. Josh responded that it's a combination of things, it's a coordinated strategy of telling people what staff do and how they do it. It is important to respond to events and inquiries, and to provide context to the people covering our agency.
 - Evaluation and Compliance
 - a. Generate actionable information to decision-makers
 - b. Evaluate current practices and ensure high-quality program delivery
 - c. Coordinate research activities with external partners
 - Reentry
 - a. Adequately prepare those in custody for return to the community
 - b. Provide supportive services for returning citizens
 - c. Connect incarcerated individuals with mentoring, housing, and employment opportunities
 - Special Investigations Unit
 - a. Provide intelligence on the incarcerated population

- b. Locate and apprehend those who have absconded supervision
 - c. Conducted staff background checks and investigate staff misconduct
- Prison Rape Elimination Act (PREA)
 - a. Screen everyone entering an IDOC facility for victim and perpetrator risk factors
 - b. Support survivors of sexual assault while in custody
 - c. Dodds asked about the basic structure of PREA. Josh responded that Congress passed PREA, and states need to certify that they are working toward compliance. Byrne Jag funding is tied to compliance. Series of policies and practices, a few examples being annual background checks for staff, facility infrastructure footprint standards, line of sight standards, supportive services for victims, etc. Over the past 5 years, it's been embraced more widely in the US, and most states are working toward compliance. IDOC is preparing to begin the audit process, one new requirement is screening each time an offender is moved, and the legislature approved additional resources for this effective July 1, 2019. Also an additional staff requirement for background checks, preparing a request for additional background investigations resources. For the state to become certified, IDOC, Juvenile Corrections, and county jails all need to be compliant.
 - d. Dr. Neill asked whether we have SANE nurses on staff. Warden Yordy replied that there is a dedicated team to respond to all incidents to evaluate, assess, and take appropriate action. Chief Page also indicated that there is a separate but defined procedure for handling reports of past incidents. The PREA compliance policy process has really helped us do our jobs better.

❖ Human Resources – Taryn Ross

- PowerPoint presentation titled, “Human Resources and Training”
 - Organizational Chart of Human Resources and Training
 - Areas of Support – Human Resources
 - a. Recruitment
 - i. Correctional Officers
 - ii. Probation and Parole Officers
 - iii. Non-Security Staff
 - iv. Promotions
 - b. Support Employees
 - i. FMLA/ADA
 - ii. Movement through organization
 - iii. Processing
 - iv. Worker’s Compensation
 - v. Conflict Resolution
 - vi. Problem Solving
 - vii. Policy Updates
 - c. Support Management
 - i. Performance Management
 - ii. Coaching
 - iii. Disciplinary/Corrective Actions
 - iv. Legal Issues
 - v. Accommodations
 - vi. Supervisor Resources/Training
 - vii. Harassment and Hostile Work Environment Complaints
 - d. Dodds asked about career mapping, career goals. Taryn responded that there are elements built into the performance review process. Josh also noted that we have Pre-supervisory training, and Leadership 100, 200, 300, and 400 series courses that have really targeted staff that have demonstrated an aptitude for leadership to help them grow and develop.

Instruction is mostly provided by a contractor through Boise State University, but some elements are also delivered by staff.

- Behind the Scenes (1.1.19 to 6.30.19)
 - a. 144 new hires
 - i. 3 CO Academies
 - ii. 1 PO Academy
 - iii. 6 New Hire Orientations
 - b. 36 Promotions
 - c. 161 Separations
 - i. 16 retirements
 - ii. 9 failed probation (FTC)
 - iii. 8 terminations
 - d. 567 Processing Actions
 - i. Dodds asked whether we conduct separation interviews. Taryn replied yes, but they are voluntary. He also asked about trends noted in the separation interviews. Common responses are moving away from holiday/shift work, different career path, and higher wage. On the bright side, the recent increase in base pay has generated more interest in job openings.
- Opportunities
 - a. Wellness
 - i. Correctional Fatigue
 - ii. Health Checks
 - 1. Dodds asked who provides those services. Taryn replied that it is contracted through Preventative Health.
 - iii. Support Outside of Work Balance
 - b. Recruitment
 - i. New styles of recruitment
 - 1. Digital marketing
 - 2. Advertising on Pandora
 - c. Work Environment Improvements
 - i. Diversity Council
 - ii. Mother's Rooms
 - iii. Resolution of Inquiries
- Areas of Support – Training
 - a. POST Academies
 - i. Correctional Officers (5)
 - ii. Probation and Parole (2)
 - iii. Partner with MTC 1-2 times per year
 - iv. Dodds asked about POST academies, whether each agency has their own, and whether that's efficient. Josh replied, short answer, that each agency has customized curriculum that is delivered and certified by POST.
 - b. New Hire Orientation
 - i. Contract Staff
 - c. Development Opportunities
 - i. Field Training Officer
 - ii. Train the Trainer
 - d. Recertifications
 - i. In-Service Training
 - e. Leadership Training
 - f. Learning Management System
- Generational Statistics
 - a. Digitals 1%
 - b. Baby Boomers 17%
 - c. Gen X 37%
 - d. Millennials 45%
- Opportunities

- a. Academies
 - i. Coordination
 - ii. Instructors
- b. Matching Department Needs and Resources
 - i. Challenges of scheduling with multiple facilities
- c. OMS and Office 365 Training
 - i. Change
 - ii. Coordinating multiple divisions and competing objectives
- Mission Statement
 - a. The mission of the Human Resource Department is to provide leadership and support to the goals and challenges of the Idaho Department of Correction.
 - b. Human Resources will provide services that promote a work environment that is characterized by fair treatment of staff, open communications, personal accountability, trust and mutual respect.
 - c. We will properly balance the needs of the employees and the needs of the agency.
 - d. We will seek and provide solutions to workplace issues that support and optimize the vision of the organization, while tending to the care and development of staff at all levels.
- Dodds asked what the time frame is to hire a CO or PO? Taryn responded that there are a number of factors. One is the academy schedule, but in general, it takes 2-3 months to complete the application, interview, background, physical readiness testing, etc. Josh also added that, as a public services agency, we still have to have people in place to process backgrounds, score applications, conduct interviews, etc. in a timely manner so we do need to be cognizant of not overloading our resources and creating a longer process. We are constantly reviewing our hiring practices to see where improvements can be made.

❖ Management Services – Pat Donaldson

- PowerPoint presentation titled, “Management Services Division”
 - Management Services represents the business functions of the department in support of our operational divisions. Our bureaus include: Fiscal, Budget and Payroll, Central Records, Capital Construction, Information Technology, and Contract Services.
 - Fiscal Bureau
 - a. Fiscal work group performs the Department's accounting and financial reporting, which encompasses funding for all expenditures other than capital projects. The Bureau is comprised of two work units:
 - i. General Accounting Unit
 - 1. Responsible for accounts payable processing, inmate accounts, and cost of supervision accounts.
 - ii. Institution Accounting Unit
 - 1. Support prison leadership with financial reporting, forecasts and budget reviews for all IDOC prisons.
 - Budget and Payroll Bureau
 - a. Budget and Payroll Bureau is responsible for developing the department's budget and managing payroll. The bureau is comprised of two work units:
 - i. Budget Unit
 - 1. Develop and monitor the department's budget and analyzes spending trends, personnel savings, and financial forecasts.
 - ii. Payroll Unit
 - 1. Review and process bi-weekly payroll for IDOC, CI, Parole Commission. Identify and correct timesheet errors. Interpret, explain and apply payroll codes, IDOC policies and SCO rules regarding payroll processing.
 - Central Records Bureau

- a. Responsible for managing offender information, and calculating offender sentences to determine parole eligibility and final discharge dates. Central Records also calculates incarcerated offender sentences and enters all sentencing information into the Offender Tracking System.
- Capital Construction Bureau
 - a. Responsible for preparation of the department's capital budget, project planning, design coordination and construction oversight. The unit works closely with the Division of Public Works to ensure the needs of the IDOC are being met.
 - b. Projects
 - i. TF-CRC: \$9.1M, 160 beds, Remodel existing building
 - ii. SAWC Expansion: \$7.4M, 100 beds, expand existing work center
 - iii. North Idaho CRC: \$12.2M, 120 beds, new building
- Information Technology Bureau
 - a. Our Information Technology Bureau provides all IT services for the department. The Bureau is comprised of four work units:
 - i. Applications Unit
 - 1. Responsible for developing and maintaining our offender management system.
 - ii. Operations Unit
 - 1. Responsible for maintaining our computing infrastructure to include network, storage, servers, and cloud-based software.
 - iii. Service Desk
 - 1. End user support for workstations and IT service requests.
 - iv. IT Service Management
 - 1. Research and implementation of new technologies.
 - b. OMS Replacement Project
 - i. \$16M project to replace our two obsolete offender management systems.
 - ii. Contract signed with Abilis to install a COTS system.
 - iii. 2 – 3 year development timeline
- Contract Services Bureau
 - a. Our contract services bureau is responsible for administration and monitoring of the department's major contracts, purchasing, grants, and dietary services. The bureau is comprised of three work units:
 - i. Contract Administration Unit
 - 1. Purchasing
 - a. Responsible for RFQ and ITB development and purchases over \$4,999.
 - 2. Dietary Services
 - a. Responsible for menu development, nutritional analysis, food contracts, and food services audits.
 - 3. Contract Administration
 - a. Responsible for RFP and contract development, contract administration, and contract monitoring of IDOC contracts.
 - ii. Contract Prison Oversight Unit
 - 1. Responsible for contract compliance monitoring of all privately operated prisons and the county jails.
 - iii. Health Services Unit
 - 1. Responsible for contract compliance monitoring of the healthcare contract in all IDOC prisons and the privately operated prisons.
- FY20 Contract Summary
 - a. Housing & Services Contracts \$93.7 Million

- i. Health Care (\$50.5M)
 - ii. Eagle Pass, Karnes (658 beds, \$16.8M)
 - iii. CAPP (\$10.2M)
 - iv. Raw Food (\$7.9M)
 - v. SUD (\$4.8M)
 - vi. Hep-C Treatment (\$3M)
 - vii. Religious Volunteer Coord. (\$466K)
- Out-of-State Invitation to Negotiate (ITN) Timeline
 - a. Issue Prequalification Document – June 21, 2019
 - b. Prequalification Responses Due – July 5, 2019
 - c. Evaluate Qualifications and Tour Facilities – Compl. by July 19, 2019
 - d. Notify qualified vendors and issue ITN – Compl. by July 26, 2019
 - e. ITN Responses Due – August 23, 2019
 - f. Evaluate Technical Proposals and Cost – Compl. by Sept. 6, 2019
 - g. Negotiations – Compl. by Sept. 20, 2019
 - h. Questions and Clarifications – Compl. by Sept. 27, 2019
 - i. Document Negotiation and submit to vendors – Compl. by October 4, 2019
 - j. Vendors submit best and final offers – Oct. 11, 2019
 - k. Final Evaluation and Selection – Compl. by Oct. 18, 2019
 - l. Letter of Intent and appeal period – Compl. by Oct. 30, 2019
 - m. Finalize Contract – Compl. by Nov. 6, 2019
 - n. Initial transfer (from GEO) – Dec. 2019/Jan. 2020

❖ Prisons – Chad Page

▪ 9 facilities statewide

- Idaho Maximum Security Institution (IMSI)
 - a. IMSI opened in November 1989 to confine Idaho's most disruptive male inmates. It has a capacity of 549 inmates and located within a double perimeter fence reinforced with razor wire and an electronic detection system. The population is primarily comprised of close custody and administrative segregation inmates. IMSI also operates the state Secure Mental Health Facility, houses inmates under the sentence of death, and inmates who are civil commitments.
- ISCC
 - a. ISCC is a 2,170-bed men's prison south of Boise. It houses minimum-security, medium-security and close-custody inmates.
- ISCI
 - a. ISCI is a 1,446-bed, medium-security men's prison south of Boise. Its reception and diagnostic unit (RDU) serves as the entry point for all men entering Idaho's prison system. The facility also has a medical unit and workspace for Correctional Industries' programs.
- SBWCC
 - a. South Boise Women's Correctional Center is a treatment and transition facility for Retained Jurisdiction (Rider) female inmates. SBWCC has an operating capacity of 306 inmates in two separate housing units. Programming opportunities are based on cognitive and behavioral change through intensive treatment, education and accountability.
- SICI
 - a. SICI houses 400 male inmates and 392 female Termers in the PRC and North Dorm. Most inmates are assigned a job and work inside or outside the facility. Vocational Work Projects include road crews for the Idaho Transportation Department and conservation and fire fighting crews for the U.S. Forest Service. Some inmates serve as workers in the Correctional Industries program. SICI also operates the pre-release program for the majority of inmates paroling from the system.
- NICI
 - a. NICI is a former military radar station north of the small town of Cottonwood. This facility is a program-specific prison with an operating capacity of 414 male inmates. NICI primarily houses inmates sentenced

under a retained jurisdiction sentence. Retained jurisdiction provides a sentencing alternative for courts to target offenders who might, after a period of programming and evaluation, be viable candidates for probation rather than incarceration.

- ICIO
 - a. ICIO is designed to house up to 580 male inmates. The facility primarily houses medium custody inmates, but also houses offenders needing protective custody. Givens Hall, a unit adjacent to the compound, serves as a work camp. ICIO offers vocational work programs, education, and other programming opportunities.
- PWCC
 - a. PWCC is the department's first facility designed specifically to meet the unique program needs of female inmates. It opened in April 1994, has an operating capacity of 331 female inmates and houses all custody levels. The facility operates the reception and diagnostic center for women. PWCC also has vocational work projects, Correctional Industries, education, programming, pre-release program and work-release program.
- SAWC
 - a. SAWC is a work camp located in the small, eastern Idaho town of St. Anthony and is designed to house 262 low-risk, minimum and community-custody male inmates. The facility's primary focus is to provide vocational work project opportunities offering full-time, constructive, paid employment to inmates. This is accomplished through contracted work and public service projects with government agencies, non-profit organizations and private employers. The program helps inmates develop good work habits, a positive work ethic and marketable work skills while providing a financial resource to meet immediate and future needs. In the planning process to expand and add approximately 160 additional beds.
- Dodds asked about ethnic and language statistics for both inmates and staff. We will ask Evaluation and Compliance to compile data on that.
- Karen asked how many offenders have high-level mental health and medical needs. Keith replied that there are 93 offenders at IMSI that are deemed as having a high level of mental health need. Chad mentioned that we really look closely at each inmate's needs and do our best to house them where services are most readily available.

❖ Probation and Parole – David Birch

- 7 P&P Districts that mirror judicial districts
 - Probation and Parole Officers
 - a. As of 7/15/19, actively supervising 16,796 individuals; 12,544 on probation and 4,252 on parole.
 - b. As of 7/1/19 there are 223 full time PPO positions and 53 full time PSI positions.
 - c. PPOs use a risk based system to supervise offenders, focusing on the quality versus quantity of supervision contacts.
 - d. Dodds asked whether PPO applicants are primarily from Idaho. David replied yes, but we do get some from out of state. Dr. Neill asked how we build our applicant pool. David explained that we have an internship program, we also do outreach presentations at local colleges to create interest, but HR conducts the majority of the recruitment efforts. We also see promotion from correctional staff to PPO positions.
 - e. Dodds asked whether we have tuition assistance. Josh replied no.
 - f. Karen asked what the qualifications are for a PPO. David replied that a degree is not required. Taryn clarified that it is a combination of education and experience, as well as a physical qualification test.
 - Presentence investigations
 - a. Presentence investigators completed 6,048 reports during calendar year 2018.

- b. Working with judicial group to evaluate content of PSI reports to ensure we are providing content most relevant to the Court's needs.
 - c. Dodds asked what governs PSIs. David replied IDAPA Rule 32. Dodds then asked who judges the quality of content. A variety of sources, including internal review processes, PSI coordinator, feedback from judges, and direct observation audit. Once a report is submitted, it becomes property of the court. Dr. McClusky noted that the reports are extremely detailed and some can be voluminous. David commented that PSIs are the most time-sensitive functions that we prepare, and that our judges provide the ultimate feedback.
 - d. PSI Regional Rover Positions
 - i. Still fairly new, but feel this is a successful tool to help alleviate regional workload spikes, and provide adequate coverage for PSIs taking vacation, medical leave, etc.
 - Clinical Teams
 - a. Provide assessments, skill building groups/programming, and care coordination.
 - b. Dodds asked whether parolees pay for their own urinalysis testing. David replied in most cases, no, it is paid by IDOC or transitional funding, but in a technical sense, those costs are covered by cost of supervision fees.
- Community Reentry Centers
 - Currently 4 statewide – 3 male, 1 female
 - Male capacity is 335, female capacity is 148.
 - CRCs have a smaller staffing pattern, approximately 14 staff total to include the manager and the sergeant.
 - Designed to house low custody inmates within 18 months of release. These inmates are in the community working full-time jobs and learning to be responsible with their time and money.
 - At any given time each center can also house and supervise approximately 10 inmate workers who can have up to 5 years left on their sentence. These individuals are typically drivers, food service workers, and maintenance workers.
 - Goal is to solidly prepare them for reentry from a stability, housing, skill set, savings, and overall preparedness standpoint.
 - Karen asked about employment support for parolees. David replied that we strive to build a list of amenable employers, but on a case by case basis. Also work with Voc Rehab, Dept. of Labor, etc. Most POs also have a rapport with local employers. Dodds replied that Treasure Valley employers are in dire need of employees.
 - Offenders have opportunity to finish treatment requirements while at CRC.
 - Offenders are very invested in giving back to community through programs like Paint the Town, Special Olympics, Suicide hotline, and many others.
- Interstate Compact and Limited Supervision Team
 - Goal is for offenders to be in the most supportive environment possible, whether in-state or out-of-state
 - a. 2311 offenders transferred out of Idaho and living in other states
 - b. 628 offenders being supervised in Idaho that have come from other states
 - Basic criteria for Interstate Transfers
 - a. Requires the offender to be in substantial compliance with their supervision conditions, have a blood/close relative in the receiving state, and have a means of financial support.
 - b. There is also an option for a discretionary plan, but those can be denied more easily.
 - Limited Supervision
 - a. Banked caseload of low risk offenders, staffed by two PPOs who monitor compliance. Goal is to work them through the early discharge process.
- Substance Use Disorder Teams
 - Over the last approximately 8 years the legislature has given a portion of the substance use disorder dollars to IDOC to manage for the adult felony population. These dollars go toward substance abuse evaluations, treatment and programming

in the community provider network, and recovery support services such as case management, housing, UAs, etc.

- In addition to the clinical teams in each District, there is a team at Central Office that is designed to support what is happening around the state. They process authorizations in a timely manner to streamline the referral process, work to address concerns of stakeholders, or challenges in other areas with providers, have created an electronic platform for providers to report to the PPOs and other District staff, and they fill in to cover groups and assessments as needed.

➤ Idaho Correctional Industries – Kevin Mickelson

❖ Offer training opportunities

▪ ISCI

- Carpentry (furniture)
- Metal Shop
- Upholstery
- Drafting
- Clerical
- License Plates

▪ SICI

- Warehouse
- Transportation
 - a. Delivery
 - b. Installation
 - c. Moving services
 - d. CDL Program
- AG Program
- Sales Support (starting 10-1-19 – based in Showroom)

▪ St. Anthony

- AG Program

❖ Quarterly Report

▪ Handout titled, “Idaho Correctional Industries Preliminary Balance Sheet”

• Reviewed Financial Reports

- a. Metal Shop
- b. Tag Shop
- c. Upholstery Shop
- d. Dodds asked who the primary customer is for ICI products. Kevin replied mostly state agencies, but can also distribute to counties, municipalities, tribal nations, education, non-profits and wholesalers, and retailers who sell within the state of Idaho. Can work with agricultural commodities.
- e. Dodds asked how prices are set when selling to the state. Kevin replied based on cost of goods, plus overhead costs. Same structure is used for all customers.
- f. Women’s programs in Pocatello
 - i. Screen Print Shop
 - ii. Embroidery Shop
 - iii. Ink2Work Shop
 - iv. Dodds asked who the client is for the Ink2Work products. Kevin replied that it will be state agencies, municipalities, etc.
- g. Graphics Shop
 - i. Currently updating equipment and services to provide more modern products
 - ii. 8 trainees, but hope to increase to 15-20
- h. Carpentry Shop
 - i. 81 trainees, includes drafting and clerical staff
 - ii. Looking to retrain some staff for sales and marketing positions
 - iii. Josh noted that IDOC is working with DHR to come up with ideas to help with difficult to fill state positions. (ASK JOSH) Reentry

team is also working with Dept. of Labor to connect releasing inmates with potential employers.

- i. Transportation Shop
 - i. Includes delivery group. Trainees work with staff to assist with deliveries and assembly. Also includes CDL program.
- j. PIE Shop
 - i. Taking a finished product and sending it over state lines. One partner, Dickinson Frozen Foods, has 45 trainees
- k. AG Shop
 - i. Perishable commodities. Have 8 different programs, including employers such as C.S. Beef. To date, 25 people have been hired upon release.
- l. Some challenges ICI faces
 - i. Only operate from ISCI for traditional programs. Building a new building at ISCC. Once completed, inmates at ISCC will have the opportunity to participate in ICI training programs.
 - ii. In Orofino, in process of removing old building, and will build small facility in that location. Plan to add a second transportation team to help with regional storage and deliveries.
 - iii. Currently looking at new ERP system. Existing system is outdated.
- m. Governor signed proclamation, ICI day 7/1/19, in honor of 40th anniversary
- n. Dodds asked how buildings are funded. Currently IDOC owns some, ICI owns some. New project buildings mentioned above will be paid for by ICI funds.

❖ Action Items

- Kevin provided a handout titled, "Idaho Board of Correction Meeting July 16, 2019"
- Agriculture Program Savings Plan
 - Same as PIECP Programs savings plan (attachment 1)
 - a. Dodds asked why 25% of wage is deducted for administrative cost to ICI, rather than being included in price of goods. Kevin explained that if wage set by Dept of Labor is \$8/hour, client is charged \$8/hour. The cost setting is established by Federal guidelines. The PIECP Program, which is a program with Federal Oversight, sets all the deductions.
 - b. Kevin noted that there currently isn't a savings program from the agriculture program as there is for the PIECP program.
 - c. Dodds asked about Federal State Social Security deduction rates. Kevin is not sure.
 - d. Kevin noted this would add about \$300/month to their trust accounts. Chances are that if inmates have funds for housing, transportation, and have employment, their likelihood of success are much higher. If IDOC can move forward with their reentry savings program, IDAPA rules allow for automatic savings.
 - e. Josh noted that the main difference between IDOC's reentry savings account is that it is compulsory, but participation in ICI's training programs is voluntary, so the savings are coming from those earnings.
 - 20-413 A (attachment 2)
 - IDAHP 06.01.02: 013.03 (attachment 3)
- Longevity Savings Plan for ICI Traditional Programs
 - Up to \$150 per year placed in reentry savings account
 - IDAHP 06.01.02: 013.03 (attachment 3)
- Statute Updates
 - Modernize language focusing ICI as a training program (ex: attachments 4 and 5)
 - Remove "perishable" and "food" from 20-413A (attachment 4)
 - Board noted no issues, but asked to review any updates requested before sending them to the Legislature.

Vice Chair Hayden moved to allow Idaho Correctional Industries create a savings plan for the Agriculture Program based on the PIECP savings program; Secretary Neill seconded the motion; Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

Vice Chair Hayden moved to allow Idaho Correctional Industries to create a longevity savings plan for ICI traditional programs, separate from the IDOC 25% savings deduction, up to \$150 per year from ICI income, to be placed in the reentry savings account; Secretary Neill seconded the motion; Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

➤ Executive Session

Vice Chair Hayden moved to go into executive session at 11:54 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)(c) To acquire an interest in real property which is not owned by a public agency.

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 adjourn executive session at 1:04 p.m. and return to regular session; Secretary Neill seconded the motion. Vote taken: Chair McClusky – yes, Vice Chair Hayden – yes, Secretary Neill – yes.

➤ Bed/Capacity Strategies – Josh Tewalt

❖ PowerPoint presentation (part 2 of Director’s Update) starts with “Population Update” on page 8

- The Idaho prison population has increased 4.5% over the past year and is projected to exceed 9,800 by July 2021.
- Both male and female populations are on the rise
 - Male increased 4.8%
 - Female increased 2.9%
- IDOC is seeing increases in all types of admissions
 - Term 36.8%
 - Rider 13.5%
 - Parole Violator 69.7%
- Length of stay has increased for riders and parole violators
 - The number of days parole violators and riders are incarcerated has increased from 2013 by about 50 days.
 - Dodds asked what would drive a longer stay. Josh replied that it includes a number of factors, such as policy changes (i.e. moving away from 90 and 180 day caps), rider program changes, and programming changes.
- IDOC does not have enough minimum custody beds
 - About 1,000 individuals could be housed in a minimum custody bed, but are in a medium or close custody facility.
- Overall recidivism has increased in recent years
 - The 3 year recidivism rate has increased driven by both probation and parole revocations.
- Community corrections population is also projected to continue growing
 - Forecasted to be 18,664 by June 2021
- Approximately one in three people fail on supervision
 - Parole revocation rate 2015 was 35%
 - Probation revocation rate 2015 was 33%
 - Karen asked if there is an average time frame in which probationers and parolees fail. Josh replied that typically, the longer they are out, the less likely they are to violate.
- Plans to address the current challenges
 - Approach

- a. Address capacity
 - b. Improve outcomes
- Timing
 - a. Approved, in progress
 - b. Mid-term (within 5 years)
 - c. Longer-term (5+ years)
- Estimated additional bed capacity
 - a. Approved, in progress
 - i. 160 beds in Twin Falls
 - ii. 150 beds in Northern Idaho
 - iii. 150 beds in St. Anthony
 - iv. 460 beds total
 - b. Mid-term
 - i. 450 prison beds for women
 - ii. 150 prison beds for men
 - iii. 400 community-based beds
 - iv. 1000 beds total
 - c. Longer-term (5+ years)
 - i. Systematically invest in replacing/updating infrastructure to enhance efficiency
 - d. Community Connections Centers (CCCs) can add capacity and improve outcomes for people on supervision.
 - i. Community Connections Center will
 - 1. Help connect people to their communities
 - 2. Provide outpatient services
 - 3. Teach new skills
 - 4. Goal: to reduce crime and improve success on supervision
 - a. High risk probationers, newly sentenced, or people who are struggling on probation or parole, would be ideal candidates for a CCC.
 - e. For parolees who continue to struggle, create a residential component to the CCCs
 - i. CCC residential component will work to stabilize people who are at greatest risk to return to prison
 - ii. Dodds asked how people would be assigned to a CCC. Josh replied that while some might be sent there for a defined period of time by their PPO, our preference would be for the space to be driven by managing risk factors, rather than being a punitive placement.
 - f. Josh asked what other components the board might like to see:
 - i. Cost
 - ii. Dodds asked what models we have looked at to frame this concept. Josh replied that it's partly modeled after our own CRC employment concept, day reporting centers for treatment and accountability, and residential centers. Intent is to regionalize these centers.
 - g. Next steps
 - i. Obtain Board of Correction's approval to proceed
 - ii. Solidify bed request for Board's consideration
 - iii. Develop budget proposal to support for DFM

➤ Restrictive Housing Reform Update – Keith Yordy

- ❖ PowerPoint presentation titled, "IMSI Board of Correction Briefing July, 2019"
 - Keith explained the concept of Administrative Segregation (Ad Seg)
 - Segregation Reform
 - Mandela Rules

- a. (Rule 44) For the purpose of these rules, solitary confinement shall refer to the confinement of prisoners for 22 hours or more a day without meaningful human contact. Prolonged solitary confinement shall refer to solitary confinement for a time period in excess of 15 consecutive days in Administrative Segregation (Ad-Seg); also known as “Solitary Confinement” or “Isolation.”
- b. Workgroup was convened in early 2016 to increase the amount of out of cell time to increase the amount of out of cell time with meaningful human contact
- Programming Requirements
 - a. Programming Steps
 - i. 1 hour structured programming for Step 1 (per week)
 - ii. 2 hours structured programming for Step 2
 - iii. 3 hours structured programming for Step 3
 - iv. 4 hours structured programming for Step 4
 - v. 4 hours structured programming for Step 5
 - b. 430 Class Hours – 53 groups per week
- Proposed Ideas
 - a. Phased Approach
 - i. Inside Enclosures
 - ii. Modified Programming Chairs
 - iii. Table Enclosures
 - iv. Modified Outside Enclosures
 - v. Drawings of proposed modified ball field
- Josh commended Chief Page, Warden Yordy, and staff for moving forward with ideas to make these improvements, even in light of dated facilities that aren’t necessarily amenable to making such improvements. They really thought outside the box to come up with creative, workable solutions.

- Board tour of IMSI
 - ❖ Meeting attendees took a guided tour of IMSI
- Adjourn
 - ❖ Meeting adjourned at 3:38 p.m.

Submitted by:

Cheryl Iseri, Program Coordinator

Date

Approved by:

Dr. David McClusky, Chair

Date