



# BOARD OF CORRECTION

DEBBIE FIELD  
Chair

DAVID MCCLUSKY  
Vice-Chair

CINDY WILSON  
Secretary

## MINUTES

### BOARD OF CORRECTION MEETING

July 2, 2018, 9:00 AM – 12:00 PM MT

#### Location:

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

#### Members Present:

Debbie Field, Chair  
Dr. David McClusky, Vice-Chair  
Cindy Wilson, Secretary

#### Others Present:

Attendee sign in sheet on file

- Call to order
  - ❖ Chair Debbie Field called the meeting to order at 9:06 a.m.
- Board of Correction meeting minutes approval

**Vice Chair Dr. David McClusky moved to accept the June 11, 2018 meeting minutes; Secretary Cindy Wilson seconded the motion; motion carried unanimously.**
- Population Update – Henry Atencio, Jeff Zmuda Henry Atencio
  - ❖ PowerPoint Presentation “Population Update”
    - Incarcerated Population
      - As of June 28, 2018, IDOC has a total of 8,634 incarcerated offenders
        - a. 306 out of state
        - b. 426 CAPP
        - c. 594 county jails
        - d. 7,308 IDOC facility
    - Prisons Forecast
      - Forecast expectation is for 8,724 by December 2018.
      - Expected to reach 9,000 by June 2019 and could reach 10,000 by July 2021.
      - Current high rate of growth of 6% annually is expected to gradually decrease to 2.8%, comparable to pre-JRI.
    - Community Population
      - 15,746 on probation and parole in Idaho
        - a. 1,787 on the Limited Supervision Caseload
        - b. 4,099 on parole
        - c. 11,647 on probation
      - Additional 1,499 on interstate compact living in other states
    - Community Population Forecast
      - Population could reach 16,000 by the end of the year and close to 17,500 by end of 2022.
      - The population is expected to increase by between 2.0% and 2.4% per year. However, probation will grow at a faster rate than parole.
- Operational Cost for Proposed Facilities – Henry Atencio
  - ❖ PowerPoint Presentation “IDOC Growth”

- North Idaho Community Reentry Center – 120 Beds
  - Construction Costs: \$12,135,820
  - One Time Costs (Capital Outlay): \$1,234,900
  - Ongoing Annual Operating Costs: \$2,264,300
  - Average Community Reentry Center Expense % By Fund: 55% General Fund, 45% Dedicated Funds
- St. Anthony Work Camp Expansion – 100 Beds
  - Construction Costs: \$7,312,900
  - One Time Costs (Capital Outlay): \$896,000
  - Ongoing Annual Operating Costs: \$2,296,100
  - Average Expense % By Fund: 65% General Fund, 35% Dedicated Funds
- CAPP Facility Expansion – 432 Beds
  - Construction Costs: \$63,782,100
  - One Time Costs (Capital Outlay): \$2,730,000
  - Ongoing Annual Operating Costs: \$10,933,100
- Mental Health, Medical, RDU Facility – 1510 Beds
  - Construction Costs: \$415,249,200
  - One Time Costs (Capital Outlay): \$23,598,000
  - Ongoing Annual Operating Costs: \$68,475,600
- Facility Cost Summary
  - Construction Costs: \$498,480,020
  - One Time Costs (Capital Outlay): \$28,458,900
  - Ongoing Annual Operating Costs: \$83,969,100
- Funding Options for the Facilities
  - General Fund
    - a. Example: Twin Falls CRC \$9.1 Million
  - Bonding Through the Idaho State Building Authority
    - a. Example: Idaho State Correctional Center (1997), \$50 million, 30-Year Bond
  - Lease or Lease/Purchase
    - a. Example: CAPP Facility (2010), \$23 million, 20 Year Lease to Purchase
- Next Steps
  - Consultants: Architectural Programming and Estimates
    - a. Work with consulting firms to define facility requirements and costs
  - Request for Information
    - a. Request information from correctional and design professionals regarding similar facilities and financing options
  - Executive and Legislative Process
    - a. Work with decision makers on budget and legislative processes. Concurrent Resolution, etc.
  - Director Atencio provided the Board members with handouts of House Concurrent Resolution No. 58 and Senate Concurrent Resolution No. 124 that discuss funding options for correctional facilities.
- Additional Probation and Parole District Staff
  - 30 Probation and Parole Officers
  - 4 Presentence Investigators
  - 4 Section Supervisors
  - Annual Personnel Costs to Include All Benefits: \$2,348,518
  - Start Up Costs for New Staff: \$714,816
  - Ongoing Operating Costs for New Staff: \$231,415
- Additional Space for Probation and Parole District Offices
  - On average, IDOC currently pays \$11.28 per square foot to rent District Office space
  - Each of the additional 38 staff would need an office or cubicle space consisting of approximately 144 square feet
  - Approximate ongoing cost for expanded office space: \$61,724

- ❖ Discussion of this topic was included in the PowerPoint Presentation “IDOC Growth”
- Action Item: Discussion of Proposed Facilities
  - ❖ Chair Field asked Adam Jarvis and Jared Hoskins if they had any additional questions about the information presented, both responded that they did not have questions at this time.
  - ❖ Chair Field asked Director Atencio to contact the ICJC committee to request to present at their July meeting.

**Dr. McClusky moved to bring in a consultant to identify and develop specific facility needs and financing options, and have IDOC staff develop a Request for Information (RFI) to move forward based on the consultant’s recommendations; seconded by Secretary Wilson. Motion carried unanimously.**

- ❖ Secretary Wilson stressed her opinion on the importance of partnering with other agencies and the public to change processes to stem the flow of people being incarcerated.

**Dr. McClusky moved to submit decision units in support of the additional probation and parole staff positions, district office leases, and the North Idaho CRC and SAWC facility construction and staffing; seconded by Secretary Wilson. Motion carried unanimously.**

- Executive Session
 

**Secretary Cindy Wilson moved to go into executive session at 11:10 a.m.; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.**

*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 Cindy Wilson moved to adjourn executive session at 12:13 p.m. and return to regular session; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.**

- Adjourn
  - ❖ Meeting adjourned at 12:14 p.m.

Submitted by:

\_\_\_\_\_  
Cheryl Iseri, Program Coordinator

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Debbie Field, Chair

\_\_\_\_\_  
Date