



BOARD OF CORRECTION

DEBBIE FIELD
Chair

DAVID MCCLUSKY
Vice-Chair

CINDY WILSON
Secretary

MINUTES

BOARD OF CORRECTION MEETING

October 4, 2017, 8:30 AM – 4:15 PM MT

Location:

Idaho Department of Correction, 1299 N. Orchard St., Ste. 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 Field formally called the meeting to order at 8:30 a.m. at the Idaho Department of Correction (IDOC) 3rd floor board room and welcomed everyone in attendance.
- Board of Correction meeting minutes approval

Vice Chair Dr. David McClusky moved to accept the August 23, 2017 meeting minutes; Chair Debbie Field seconded the motion; motion carried unanimously.
- Staff Recognition – Henry Atencio
 - ❖ Sergeant John Frasier and Lieutenant Dagoberto Martinez were each awarded a Silver Cross Medal for their efforts to intervene in a situation where a private citizen revealed over the phone that he was going to commit suicide. These two officers were able to get enough information from the citizen to identify him, and contact local law enforcement to send officers to his residence.
 - ❖ Deputy Director Jeff Zmuda was recognized for 30 years of service.
- Population Update – Jeff Zmuda and Janeena White
 - ❖ PowerPoint presentation
 - Overall Population
 - Has increased to a record high of 8,307.
 - Forecast for Population
 - Expected to increase to 8,583 by end of FY2019
 - Actual population is over forecast by 155
 - Population by Type
 - Most of growth is due to increasing term population and above average parole violator population.
 - County Jail Population
 - As of October, 628 inmates in county jails
 - Rider Admissions and Releases
 - Length of stay continues to average about 8 months
 - Term Admissions and Releases
 - More admissions than releases. Releasing 11 fewer termers per month than in 2016.
 - IDOC Population as of October 2, 2017

- Total Population 8,306
- IDOC Facilities 7,164; CAPP 431
- County Jails 621
- Bonneville County contracted beds 90
- Bed Management
 - By October 20th, 2017, adding 99 beds at various facilities statewide
 - FY19 Budget Request asks for investment in physical plant and additional staff to add another 95 beds to various facilities statewide.
 - Also looking at possible use of contracted beds out of state
- Community Population
 - Total population is a record high of 15,476
- Violation Rate
 - Parolee violation rate has increased since 2012, to about 5 violations per month per 100 parolees.
 - Probation violations have stayed relatively flat, at about 2 violations per month per 100 probationers.
- Technical Violations
 - 64.2% of violations included a technical violation
 - 25.0% are technical only violations
- Absconder Violations
 - Approximately 36% of violations include absconding
 - 60% also include a technical violation
 - About 20% involved a new crime
- New Crime Violations
 - About half of all the violations per month include a new crime.

➤ Probation and Parole (P&P) Overview – David Birch

❖ PowerPoint presentation

▪ Division Overview

- 7 Districts with
 - a. 212 P&P officers, which includes 25 Lead PPOs
 - b. 52 Presentence Investigators
 - c. Each district has a master's level clinician
 - d. 19 Drug and Alcohol Rehabilitation Specialists
 - e. 21 Administrative Staff
 - f. 7 District Managers
 - g. 2 Deputy District Managers
 - h. 25 Section Supervisors
- 4 Community Reentry Centers
 - a. 20 Correctional Officers
 - b. 8 Correctional Corporals
 - c. 4 Food Service Officers
 - d. 8 Correctional Case Managers
 - e. 4 Employment Coordinators
 - f. 4 Administrative Assistants
 - g. 4 CRC Managers
 - h. 4 Sergeants
- Central Office Team
 - a. Interstate Compact and Limited Supervision Unit
 - i. 3 Probation and Parole officers
 - ii. 2 Interstate Coordinators
 - iii. 3 Administrative Support Staff
 - iv. 1 Deputy Compact Administrator (Supervisor)
 - b. Substance Use Disorder (SUD) Team
 - i. 1 Clinical Supervisor
 - ii. 2 Drug and Rehabilitation Specialists
 - iii. 3 SUD Program Coordinators

- c. Reentry Unit
 - i. 1 Parole Coordinator
 - ii. 1 Reentry Specialist
- d. Administration and Specialized Staff
 - i. Project Manager 2
 - ii. Statewide Presentence Investigation Coordinator
 - iii. Division Training Coordinator
 - iv. Management Assistant
 - v. 2 Deputy Chiefs
 - vi. Chief
- Reviewed slides with breakdowns of Probation and Parole and Community Reentry Center populations
- Specialization in Probation and Parole
 - a. To better serve and properly supervise offenders, many district use specialized caseloads, such as:
 - i. Sex offender caseloads
 - ii. Domestic Violence caseloads
 - iii. Reentry caseloads
 - iv. Problem Solving Court caseloads (Drug Court, Mental Health Court, Veteran's Treatment Court, etc.)
 - b. Also have partnerships with federal and local law enforcement partners
 - i. SCOAP (Safe Communities Offender Accountability Program)
 - ii. Metro Task Force (Districts 1 and 3)
- Training in Probation and Parole
 - a. Provides initial and ongoing staff training in areas including:
 - i. NEO (New Employee Orientation)
 - ii. PTO (Peer Training Officer Program)
 - iii. POST Academy Training
 - iv. Use of Force Training
 - v. Evidence Based Practice/Skills Training

➤ Presentence Investigation (PSI) Update – Whitney Ascuena-Bolt

❖ PowerPoint presentation

▪ PSI Timelines

- Typically 5-8 weeks from guilt determination to sentencing hearing, but can vary based on nature of case, additional evaluations, court and attorneys' calendars, restitution, PSI caseloads, etc.
- Reviewed processes for the various stages of the PSI process, including:
 - a. Assignment of cases
 - i. Order received from the Court
 - ii. Assign PSI to an investigator
 - iii. Locate defendant to schedule interview
 - b. Pre-interview
 - i. Contact defendant to schedule interview
 - ii. Review police reports
 - iii. Conduct criminal records check
 - c. Interview
 - i. Defendant completes PSI questionnaire prior to interview
 - ii. Conduct PSI and LSI-R interview
 - iii. Score LSI-R
 - d. Post-Interview
 - i. Request defendant's records from multiple sources
 - ii. Interview defendant's family members and employers
 - iii. Obtain victim impact statement
 - e. Preparing PSI
 - i. Enter data from criminal history, PSI questionnaire, collateral contacts, evaluations, etc.
 - ii. Make sentencing recommendation

- iii. Submit completed report for supervisory review
 - f. Delivery of PSI
 - i. Deliver approved report to the Court via E-File in participating counties, or via encrypted and password protected email for all other areas.
 - Caseloads for PSIs are growing
 - Caseload numbers do not reflect:
 - a. Cyclical spikes in caseloads
 - b. Vacations/FMLA leave (cases absorbed by coworkers)
 - c. Turnover
 - Changes in 2017
 - a. PSI SOP published
 - b. PSI Direct Observation audit
 - c. PSI audit
 - d. Judicial feedback process
 - PSI On-Time rates have averaged over 90% since the PSI SOP was published
 - Challenges and Potential Solutions were discussed regarding:
 - a. More time needed to complete reports
 - b. iCourt system
 - c. Secondary trauma/correctional fatigue
 - d. Lack of promotional opportunity
 - e. Turnover/inability to take vacation
- Parole Reentry Process and Initiatives
- ❖ VISTA Program – Jeff Kirkman
 - Handout – AmeriCorps VISTA Volunteers for Free2Succeed
 - VISTA
 - a. Federal anti-poverty program with a one-year service commitment to the sponsor organization to create or expand programs designed to empower individuals and communities in overcoming poverty.
 - b. Objectives of VISTA include localizing mentor recruitment and support, developing local resources for mentors, staff, and returning citizens, assisting with release coordination from prison to district offices, and assisting P&P staff with reentry efforts in the district offices.
 - c. Three-year cost to IDOC is approximately \$83,000. Three-year cost to AmeriCorps is approximately \$405,000.
 - Secretary Cindy Wilson noted that the two CIRF events that were held in Idaho this year were amazing, and we have developed fantastic partnerships within our communities that we need to keep going.
 - Handout – Free2Succeed Community Mentorship Program Info Sheet
 - Snapshot of Free2Succeed program detailing the need for mentors, the number of mentor applicants, the mentor training program, and the number of requests received for mentors. The program continues to gain momentum, but is too new to have definitive outcome statistics at this time.
 - ❖ BJA Reentry Grant – David Birch
 - PowerPoint presentation
 - Grant titled, “60/60 Bridging the Gap” is intended to reduce the recidivism of offenders who are moderate to high risk and/or sex offenders
 - a. Designed as a pilot program for District 4. Will hire 6 reentry case managers to help bridge the gap from facility to community.
 - b. Will focus on identifying stable housing plans, introduce a reentry checklist, assist offenders in obtaining employment or other structured activity to improve their chance of success.
 - ❖ Reentry Coordinator Position – Henry Atencio
 - Have identified a position and working with HR to reclassify that position
 - Focus will be to work with P&P, Prisons and CRCs to streamline and “beef up” the services provided to offenders prior to release to help ensure success.
 - Reentry coordinator will also be responsible for managing the 60/60 grant.

- ❖ Co-occurring Grant – Ashley Dowell
 - Byrne Grant for Terry Reilly to work with offenders with both mental health and substance abuse issues.
 - Start prerelease services with them 3 months prior to release to ensure continuity of care, medications, and coordinate services for care for chronic conditions.
 - 18 inmates have been receiving services since August; 9 of them have been released from the program because they've found full-time employment.
- Parole Diversion Process – David Birch
 - ❖ In lieu of reincarceration, officers can offer recommendations to the Parole Commission for parole violators, such as:
 - Expanded use of electronic monitoring
 - Short term jail stays
 - Referral to problem solving courts
 - Placement in IDOC Community Reentry Center (approx. 120 days)
 - Placement in Parole Diversion Program in an IDOC facility (approx. 180 days)
- Assessments and Front Loaded Supervision – Dylan Hobson
 - ❖ EBP and offender assessment
 - IDOC has been using the Level of Service Inventory – Revised since 2001.
 - ❖ Risk v Danger
 - Risk merely indicates the likelihood of the offender to reengage in behaviors that led to their placement in our custody; it does not tell us how “dangerous” someone is.
 - ❖ LSI-R
 - Used for purposes including, but not limited to: determining an offender’s supervision category, making case management decisions, and guiding use of resources.
 - Generally administered annually for Level 2 and 3 offenders, but more frequently for Level 4 offenders, or when there are significant changes that may impact risk.
 - ❖ Supervision Levels
 - Level 4 – LSI score of 31 or higher
 - Level 3 – LSI score between 24 and 30
 - Level 2 – LSI score between 16 and 23
 - Level 1 – LSI score between 0 and 15
 - ❖ Supervision Standards
 - PPOs have minimum contact standards which vary depending on assigned risk level.
 - ❖ Domains of the LSI-R
 - 54 questions in categories such as: Criminal history, education/employment, family/marital, accommodation, leisure/recreation, companions, alcohol/drug problems, emotional/personal, and attitude/orientation.
 - ❖ Case Planning and the LSI-R
 - Case planning should focus on areas of high criminogenic needs
 - Foster and reinforce protective factors
 - Focus on the “Big Four”: Criminal History, Companions, Emotional/Personal, Attitude/Orientation
 - ❖ Sex Offender Assessment
 - Static 99: 10 items, primarily historical and demographic factors
 - Stable 2007: 13 items, nature and density of criminogenic needs
 - IDOC uses a matrix combining the Static and Stable to categorize an offender’s risk level
 - ❖ Front Loaded Supervision
 - Meaningful contact within 72 hours of release
 - Development of rapport and professional working relationship
 - Conduct assessments
 - Develop supervision goals based on the LSI-R
 - Make appropriate treatment referrals
 - Employment verification/referral
 - Residence verification
 - Substance testing
- Executive Session

Chair Debbie Field moved to go into executive session at 12:10 p.m.; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.

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)(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.

Chair Debbie Field moved to adjourn executive session at 1:43 p.m. and return to regular session; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.

- P&P Training Update – Brenda LaMott
 - ❖ Due to time constraints, Director Atencio suggested tabling this item for a future board meeting.
- SUD Update – Greg Lewis
 - ❖ PowerPoint Presentation
 - Probation and Parole Offenders by Crime Type (FY16)
 - 43% convicted of alcohol and drug crimes
 - SUD need based on current LSI-R scores
 - 40% of probationers (5,555)
 - 25% of parolees (1,057)
 - Average costs per year, per offender
 - SUD Treatment \$1,529
 - Community Supervision \$1,551
 - Prison \$23,634
 - SUD Program Structure
 - Discussed prioritized service populations and program overview
 - JRI Impact on SUD
 - Addition of residential treatment
 - Creation of Criminal Justice Network
 - Preliminary Results
 - 71% of SUD-funded probationers did not recidivate
 - Positive correlation between utilization rate and probation success
 - Successful clients utilized \$1,455 in treatment services
 - Unsuccessful clients utilized \$770 in treatment services
 - >\$500 of treatment services = 89% success rate
 - <\$500 of treatment services = 70% success rate
 - Next Steps – Direct IDOC Supervision
 - Discussed Management Services Contractor (MSC) vs. IDOC Supervision and proposed that it would be less expensive and more efficient for IDOC to manage and redirect the savings to offender care.
 - ❖ Handout – IDOC Substance Use Disorder Services Expenditures Incurred 7/1/16 – 6/30/17
- Idaho Response Matrix – Adrian Daniluc
 - ❖ PowerPoint Presentation
 - ❖ Handout (2 pages) – Stages of Behaviour Change
 - ❖ Handout – Idaho Response Matrix & Response Chart
 - 20-219(7) Probation and Parole Supervision
 - Establishes a matrix of swift, certain and graduated sanctions and rewards in response to violations or compliance with imposed terms and conditions.
 - 19-2601(5) Commutation, Suspension, Withholding of Sentence – Probation
 - The agreement of supervision shall include provisions setting forth sanctions...and potential for compliance with terms and conditions imposed.
 - IRM Intent
 - To promote long term behavioral change rather than short term compliance for offenders under supervision
 - Designed to be delivered swiftly and with certainty for all offenders

- Subsequent instances of the same behavior require increasing the magnitude of the response
 - Magnitude is less important in terms of behavioral change than how swiftly and certainly they are administered
 - Things to Consider
 - Risk Level
 - Impact on Protective Factors
 - Application of the IRM does not supersede established procedures
 - Individualize response based on what is meaningful to the offender – reward or sanction
 - Specific Responses
 - PPOs will response with a specific response for new felonies, possession of firearms, or absconding
 - Exceptions (Escalation/De-escalation)
 - If the PPO determines that the response level indicated by the IRM is higher or lower than warranted, PPO would:
 - Staff with a Section Supervisor or District Manager to implement a higher or lower response
 - If the IRM response requires reporting to the Court or Parole Commission, a report shall be submitted even if prior approval has been granted to reduce the magnitude of the response.
 - Special Conditions
 - Non-compliance with special conditions imposed by the Court or Parole Commission requires a higher magnitude of response.
 - Reporting Requirements
 - Required to report the following to the Court or Parole Commission
 - Arrest for new felony or serious misdemeanor
 - Imposition of DJT
 - 9 or more violation points within a rolling 6 month period
 - Any level 3 response
- Parole Experience in Idaho – Stephanie Taylor-Silva
- ❖ Stephanie relayed her personal story of incarceration and time on parole, and how ultimately, allowing herself to accept the education and counseling provided in prison, and the support and guidance from probation and parole and other community resources has helped her remain drug free and live a positive lifestyle and serve as a role model for others.
- Probation and Parole Officer Q&A Panel
- ❖ Members of the panel:
 - Matt Thomas
 - Adrian Daniluc
 - Natalie Schilling
 - Gail Johnson
 - ❖ Panel discussion included:
 - Discussed features of the IRM, how they work well, and where improvements can still be made in the process.
 - Each PPO described what “success” means to them when working with their caseloads.
 - PPOs were asked to describe a frustrating case and how they worked through it.
 - PPOs were asked, “What keeps you from burning out?” Overwhelmingly, they responded that it is the success stories that keep them motivated.
- Executive Session
- Chair Debbie Field moved to go into executive session at 4:46 p.m.; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.**

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.

Secretary Cindy Wilson moved to adjourn executive session at 6:28 p.m. and return to regular session; Vice Chair Dr. David McClusky seconded the motion. Motion carried unanimously.

➤ Adjourn

❖ Meeting adjourned at 6:28 p.m.

Submitted by:

Cheryl Iseri, Program Coordinator

Date

Approved by:

Debbie Field, Chair

Date