



C.L. "Butch" Otter  
Governor

## BOARD OF CORRECTION

*To promote a safer Idaho by reducing recidivism*

Robin Sandy  
Chair

David McClusky  
Vice-Chair

J.R. Van Tassel  
Secretary

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### **Board of Correction Meeting Minutes**

November 25, 2014 – 2:30 p.m. – 3:15 p.m. MT  
Idaho Department of Correction  
1299 N. Orchard St., Suite 110, Boise, ID 83706

#### **Members Present:**

Robin Sandy, Chair (via phone)

David McClusky, Vice-Chair (via phone)

J.R. Van Tassel, Secretary (via phone)

Comprising a quorum of Board of Correction (Board)

#### **Others Present:**

Brent Reinke, Director

Andrea Blades, Management Assistant

Kevin Kempf, Deputy Director

Shane Evans, Division Chief, Education, Treatment & Reentry

Henry Atencio, Division Chief, Probation & Parole

Teresa Jones, Administrative Support Manager

Mark Kubinski, Lead Deputy AG

Alan Anderson, Division Chief, Correctional Industries

Jeff Zmuda, Division Chief, Prisons

Sharla Means, Manager, Human Resources

See attached attendance list

#### 1. Call to order

- ❖ Chair Robin Sandy called the meeting to order at 2:30 p.m.

#### 2. Welcome and introductions

- ❖ Chair Sandy welcomed everyone in attendance and introductions were made around the room.

#### 3. Revisions to the IDAPA 06- Board of Correction Rules,

Presented by: Director Brent Reinke, Chief Henry Atencio, Chief Shane Evans, Manager Alan Anderson

- ❖ Alan Anderson of Corrections Industries (CI) & Andrea Sprengel (CI) reported that Section 13, addressing Inmate Compensation, of IDAPA 06.01.02 - Rules of Correctional Industries, is the primary area of revision specifically in connection to the offender Agricultural Program. The work in the Agricultural Program is different than other locations and in an attempt to balance the pay with other locations a graduated pay scale based on skill set and job function is being developed.
- ❖ Education, Treatment & Reentry (ET&R) Chief Shane Evans reported that the revisions in IDAPA 06.01.03 - Rules Governing Readiness for Reentry, are intended to bring IDOC in line with Senate Bill 1357 by codifying how ET&R prepares offenders for release. Some of the changes include monitoring improvements and a restructure in the timing of treatment. Evans

communicated confidence in the revisions stating they include enhancements that will expedite current processes.

- ❖ Director Reinke explained that the IDOC/Idaho Courts Contractor Steve Bywater has been very instrumental in drafting the IDAPA 06.02.01, Rules Governing the Supervision of Offender on Probation or Parole by the Department of Correction, Division of Probation and Parole; with appendices a) Response Matrix b) Response Chart (rewards & sanctions) and IDAPA 06.02.02 Rules Governing Establishment and Operation of a Limited Supervision Unit by the Department of Correction, Division of Probation and Parole.
- ❖ Probation & Parole (P&P) Chief Henry Atencio reported that Senate Bill 1357 requires IDOC and the Idaho Courts to develop IDAPA Rules, specifically 06.02.01 and 06.02.02. Through Steve Bywater's efforts the Idaho Commission of Pardons and Parole, Idaho Courts, Idaho Prosecutors, Idaho Defense Counsel and Idaho Department of Correction (IDOC) has been consulted in the revision-development process so the IDAPA drafts presented have been vetted by the group and set forth consistency.
- ❖ Atencio reports that the IDAPA 06.02.01 Response Matrix addresses sanctions and rewards and sets standard guidelines that create a balance between violations and incentives, allows the use of discretionary jail time with parolees, and outlines a clear probation discharge process. IDAPA 06.02.02 creates a statute to operate a Limited Supervision Unit, outlines program eligibility requirements, risk assessments, and ways to communicate with the Court about negative issues. Fashioning a Limited supervision Unit allows Probation & Parole Officers a chance to remove eligible offenders from their case loads and free up valuable time to focus on higher risk offenders.
- ❖ Atencio explained that the development of these IDAPA Rules is only phase 1 of implementation next stage is updating policy and training staff.
- ❖ Director Reinke explained that the purpose of this presentation is to inform the Board of significant IDAPA Rule changes and allow for any questions.

#### 4. Executive Session

**Secretary JR Van Tassel motioned to adjourn to executive session at 3:00 p.m.; Vice Chair Dr. David McClusky seconded the motion; motion carried unanimously. Roll call was taken; Chair Sandy, Vice Chair McClusky, Secretary VanTassel Present by phone.**

- A. *I.C. 67-2345(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.
- B. *I.C. 67-2345 (1)(f)* To communicate with legal counsel for the Idaho Department of Corrections to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

#### 5. Regular Session

**Secretary JR Van Tassel motioned to end executive session; Vice Chair Dr. David McClusky seconded the motion; motion carried unanimously. Returned to regular session at 3:55 p.m.**

6. Final Board discussion  
❖ None

7. Adjourn

**Secretary JR Van Tassell motioned to adjourn the meeting at 4:00 p.m.; Vice Chair Dr. David McClusky seconded the motion; motion carried unanimously.**

Submitted by:

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Andrea Blades, Management Assistant

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Date

Approved by:

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Robin Sandy, Chair

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Date