

OKLAHOMA BOARD OF CORRECTIONS
Special MEETING MINUTES
November 18, 2020

1. Call to Order

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m., on Wednesday, November 18, 2020, at Oklahoma Department of Corrections, 3400 North Martin Luther King Ave., Oklahoma City, Oklahoma 73111.

The meeting was preceded by advance notice of the date, time and place, filed with the Oklahoma Secretary of State on November 16, 2020. An announcement was also given at least twenty-four (48) hours in advance by posting notice of the date, time, place and agenda of the meeting at 10:00 a.m., on Monday, November 16, 2020, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 3400 North Martin Luther King Avenue in Oklahoma City, Oklahoma.

A. Pledge of Allegiance

Chairman Siegfried led the meeting attendees in reciting the pledge of allegiance to the United States Flag.

B. Roll Call

Chairman Siegfried asked the clerk to call roll:

Randy Chandler	Present	Stephan Moore	Absent
Betty Gesell	Present	Calvin Prince	Present
Joseph Griffin	Present	T. Hastings Siegfried	Present
Lynn Haueter	Absent	Daryl Woodard	Present
Dr. Kathryn LaFortune	Present		

Calling of the roll reflected a quorum was present.

2. Approval of Board of Corrections Meeting Minutes

Chairman Siegfried requested approval of the meeting minutes as presented to members in the BOC packet for November 18, 2020.

A. October 14, 2020

Motion: Mr. Griffin made the motion to approve the minutes. Mr. Woodard seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Joseph Griffin	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Approve
Dr. Kathryn LaFortune	Approve		

Meeting minutes for October 14, 2020 were approved by majority vote. There was no further discussion.

3. Director's Comments

Director Crow welcomed everyone and commended staff on their continued dedication during the pandemic. Director Crow provided the following updates:

A. COVID-19 Update:

Agency numbers remained consistently flat until August and September and then the agency saw a spike. Although, the agency's numbers are increased a little today, last week only had approximately one hundred and thirty (138) positive inmates across the state. This is again because some of the agency's efforts such as ceasing visitation, restricting movement and the management of our hotspots. There have been a couple of media articles acknowledging the agency's handling of the pandemic. Director Crow indicated although the agency has had highs and lows, he feels staff has done well in managing COVID-19.

The following numbers are current as of yesterday, November 17, 2020 at 3:00 p.m.

- Total number of inmates tested is 21,565. Approximately one month ago, the agency began mandatory testing of the vulnerable population and in addition the agency began testing units where someone had tested positive and contact tracing testing.
- Total number of inmates positive is 5,395
- Total number of inmates currently positive is 603
- Total number of hospitalizations possibly related to COVID-19 is 13
- Total number of deaths possibly related to COVID-19 is 32
- Total number of deaths confirmed by ME to be COVID-19 related deaths is 11
- Total number of Hotspots currently is 4
- Location of Hotspots: JDCC, BJCC, JLCC, MACC (MSU)
- Total number of inmates who have received the influenza vaccination 5,648 which is roughly 27% of the incarcerated population.

The following numbers are current as of yesterday, November 17, 2020 at 2:30 p.m. The first round of Mandatory Staff Testing was completed on October 31, 2020. The second round was started on November 1, 2020 and is scheduled to be complete on November 30, 2020.

- Total number of staff tested is 3,849
- Total number of staff who have tested positive is 520
- Total number of staff currently positive is 131

Board Members asked if all 520 staff positives were positives discovered due to mandatory testing. Director Crow indicated that the number included self-reported positives.

Board Members inquired about spikes in mental health crisis or interruption in service. Millicent Newton-Embry indicated there has not been a break in services and although, the pandemic has increased everyone’s stress the agency has not seen a significant increase in mental health issues. Director Crow indicated the agency continues to review incentives to provide inmates during this critical time.

B. Emergency Purchase

On Friday, October 30, 2020, Dick Conner Correctional Center in Hominy, Oklahoma, was without water due to the city’s water supply being shut down for repairs. Upon the declaration of an emergency, purchases of drinking water and ice for inmates and staff were made, and the city of Skiatook provided 156,000 gallons of water. The National Guard was enlisted to bring in water tankers to feed into the water lines to assist with showers and flushing toilets. Water pressure was restored, and operations were back to normal at approximately 8:00 a.m. on November 4, 2020.

Total cost of the emergency was \$12,803.20

Freedom Ice	Bagged Ice for inmates	\$8,175.00
Eureka Water	Gallon jugs of water for inmates	\$3,709.80
Wal-Mart	Bottled water for inmates & staff	\$ 356.80
City of Skiatook	Water	\$561.60

Director Crow commended the response team for their efforts during this emergency.

There was no further discussion.

4. Legislative Update

Chief of Strategic Engagement (COSE) Jessica Brown provided the following update:

A. ODOC Roundtable

The Roundtable is a new project that came about from an inquiry Ms. Gesell had in reference to a negative article published by local think tank.

The goal of this roundtable is to open the lines of communication and provide accurate and timely information to legislators and interest groups involved in criminal justice.

Depending on the topic for each month’s discussion, the agency will provide subject matter experts to help explain complex issues and provide the most accurate information. The agency will offer these meetings virtually.

The first virtual Roundtable will be held tomorrow, November 19, 2020. Legislators have been invited to attend the 10:00 a.m. session and interest groups have been invited to attend the 2:00 p.m. session. The topic of the Roundtable will be “The Reality of Today’s Prisons”. Who is incarcerated? This will include today and historical statistics. The Roundtable will also provide an opportunity

to clarify the earned credit change. COSE Brown indicated the main goal of this project is to open a line of communication to promote accurate information distribution. COSE Brown encouraged Board Members to join the Roundtable. COSE Brown indicated the Roundtable will be recorded and placed on the website for anyone to view at a later time.

Board Members broadly discussed negative comments/articles. Board Members commended the COSE for her efforts on being transparent.

B. Legislative Initiatives

COSE provided an overview of the ODOC Request Bills for the First Session of the 58th Legislature. A copy of the bills was included in the BOC packet for November 18, 2020.

Legislative Session will begin the First Monday in February. This session the agency is requesting nine bills. Five of the bills were from last session that did not make it through the abbreviated session due to COVID-19. Most of the bills are clean-up language.

One bill worth discussing is the bill allowing for the forfeiture of seized monies from inmates. Currently, the agency must have a partner to obtain seized monies. This bill will allow the agency to receive the monies without needing a partner.

Board Members inquired about the current process of the partnership for seized monies. COSE Brown indicated there would be a memorandum of understanding in place and the monies would be divided based on the percentage of work each partner conducted.

Board Members inquired if other agencies had to have a partner to receive seized monies. COSE indicated No.

Another bill would be to place certain positions within the take-home vehicle statute to allow for compliance and eliminate useless paperwork.

Currently, the agency has positions that are permitted take-home vehicles. This will just remove the bureaucracy.

The next bill is the bill requesting a pay increase for Probation and Parole Staff and the final bill is requesting the elimination of the post incarceration supervision.

Board Members inquired on what determines when you need to go to the legislature for raises. Chief Financial Officer indicated it is when funding is needed.

Board Members inquired about education reimbursement. Director Crow indicated that previously that was an option, but budget restraints have halted this program.

Board Members inquired about student loan forgiveness. The answer was provided to indicate yes that was still an operational program as long as the loan

has not been refinanced.

Approval of Legislative Initiatives

Chairman Siegfried requested approval of the Legislative Initiatives as presented to members in the BOC packet for November 18, 2020.

Motion: Mr. Griffin made the motion to approve the Legislative Initiatives. Dr. LaFortune seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Joseph Griffin	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Approve
Dr. Kathryn LaFortune	Approve		

The Legislative Initiatives were approved by majority vote. There was no further discussion.

5. Inmate/Offender Population Update

Classification and Population Director Jason Bryant provided an overview of the inmate/offender population as of October 30, 2020. A copy of the overview was included in the BOC packet for November 18, 2020.

Mr. Bryant indicated the population is being reorganized to allow units to be vacant for the door and lock projects to be completed at various facilities.

Mr. Bryant indicated that population re-evaluated the inmates depopulated from Cimarron Correctional Facility (CCF) to ensure they were classified in the proper security level. Director Crow indicated that the progress in ensuring inmates were classified correctly was an accomplishment.

Board Members inquired on security levels. Mr. Bryant provided a brief definition of each security level.

Board Members inquired about facility specific number. It was determined that would be a monthly report provided to Board Members.

Board Members inquired about recidivism. Mr. Bryant indicated he could share that information but would rather verify the numbers before releasing information.

Board Members inquired about items not on the agenda and the inquiries could not be answered. Assistant General Counsel Elizabeth Vincent requested the conversations be placed on hold for a later time.

There was no further discussion.

6. Agency Budget Update

A. FY 2021 BOC Budget Overview

Chief Financial Officer (CFO) Ashlee Clemmons provided an overview of the FY 2021 BOC Budget. A copy of the overview was included in the BOC packet for November 18, 2020.

Board Members inquired about typical invoice time for county jail backup transport reimbursement. CFO Clemmons indicated it was contingent on the county and when they provide the invoice.

B. FY 2021 July Statement Revolving Funds

A copy of the overview was included in the BOC packet for November 18, 2020.

C. FY 2021 July Statement Federal Funds

A copy of the overview was included in the BOC packet for November 18, 2020.

D. FY 2022 Budget Request

Chief Financial Officer (CFO) Ashlee Clemmons provided an overview of the FY 2022 Budget Request. A copy of the overview was included in the BOC packet for November 18, 2020.

Board Members requested clarification on a few items in the budget request. CFO Clemmons provided clarification.

Approval of FY2022 Budget Request

Motion: Chairman Siegfried made the motion to approve the FY2022 Budget Request. Mr. Woodard seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Joseph Griffin	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Approve
Dr. Kathryn LaFortune	Approve		

The FY2022 Budget Request was approved by majority vote. There was no further discussion.

7. Unit Spot Light:

A. Oklahoma Correctional Industries (OCI)

OCI Director Johnny Lambert provided an overview of the OCI Unit.

OCI is a fully self-supporting, non-appropriated division of the Department of Corrections that utilizes more than one thousand two hundred (1,200) inmate employees and fifty-four (54) full time staff members to produce more than ten thousand (10,000) products for re-sale to qualified state and local

government, nonprofit organizations, as well as current and retired state employees.

OCI currently operates in ten (10) ODOC facilities with 17 traditional industry operations, ten (10) call center/service partnerships and four (4) PIECP endeavors. OCI produces eight (8) primary categories and those categories include: furniture, modular furniture, chairs, signs, metal fabrications, garments chemicals, and service industries.

The Mission of OCI: Maintain a self-sufficient operation that address and encompass best practices to improve inmate successful reentry.

Industry Goals:

- Developing job skills and work ethics.
- Maintaining cost effective operations that provide constructive work for inmates.
- Reducing cost of incarceration both directly and indirectly.

OCI employees include six hundred and sixty-five (665) traditional inmate employees and five hundred and forty (540) partnership employees.

- OCI is currently working on six (6) major projects for various state agencies. OCI is also assisting various state agencies with moves.
- OCI's internal projects include a new weld and paint shop at John Lilley Correctional Center (JLCC) and the expansion of the Oklahoma Turnpike Authority image review operation with disaster recovery site at James Crabtree Correctional Center (JCCC).
- As a result of COVID-19, OCI has developed new products to include face shields, hand sanitizer, and disposable masks.
- OCI is also working to expand partnerships to Mabel Basset Correctional Center (MBCC), John Lilley Correctional Center (JLCC), and Mack Alford Correctional Center (MACC).

Board Members inquired about Mr. Lambert's tenure. Mr. Lambert indicated he has been with the agency twenty-nine (29) years. Mr. Lambert indicated he started as a correctional officer and moved to OCI twenty-two (22) years ago.

Board Members inquired about any difficulties due to COVID-19. Mr. Lambert indicated there have been challenges, but OCI has been adaptable and accommodating as needed.

Director Crow requested Mr. Lambert define/describe partnerships. Mr. Lambert provided a brief overview of partnerships.

Mr. Lambert indicated that the best thing OCI does for the department is produce a better finished product.

Board Members inquired about the top three (3) skill sets OCI provides inmates. Mr. Lambert indicated welders and various forms of metal fabrications and call centers provide excellent communication skills. A couple of the call centers hire their inmate employees after release. OCI also provides references for their inmate workers.

There was no further discussion.

8. Committee Reports – Standing Committees:

E. Executive

Chairman Hastings Siegfried

Members Lynn Haueter and Dr. Kathryn LaFortune

Members in this committee discussed the proposed agenda for the board meeting, achievement credits, operational updates, and COVID-19 update.

There was no further discussion.

F. Population/ Security/ Private Prisons

Chairman Calvin Prince

Members Hastings Siegfried and Lynn Haueter

Members in this committee discussed the private prison contracts, population update presented today, county jail waiting numbers, and IRF facilities.

There was no further discussion.

G. Public Policy/ Affairs/ Criminal Justice

Chairwoman Betty Gesell

Members Joe Griffin, Dr. Kathryn LaFortune, and Stephan Moore

Members in this committee discussed the legislative initiatives presented today, SQ780, the nurse assistant interim study, good conduct achievement credits, and criminal justice reclassification council.

There was no further discussion.

H. Audit and Finance

Chairman Randy Chandler

Members Hastings Siegfried, Lynn Haueter, and Daryl Woodard

Members in this meeting discussed the FY2022 Budget Request presented today, the expected shortfall the state will experience, and appropriation hearings.

There was no further discussion.

9. Adjournment

Motion: Chairman Siegfried made a motion to adjourn the meeting. Mr. Woodard seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Joseph Griffin	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Approve
Dr. Kathryn LaFortune	Approve		

There being no further business to discuss, adjournment of the meeting was approved by majority vote at 2:42 p.m.

Submitted to the Board of Corrections By:

Signature on File

Tasha Parker, Minutes Clerk

01/20/2021

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on January 20, 2021 in which a quorum was present and voting.

X Signature on File

Dr. Kathryn LaFortune, Secretary
Board of Corrections