OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
October 26, 2022

1. **Call to Order**

   Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:02 p.m., on Wednesday, October 26, 2022, at Department of Corrections, 3400 N. Martin Luther King Ave., Oklahoma City, OK 73111.

   The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Wednesday, October 28, 2021. An amended meeting notice changing the location was filed with the Oklahoma Secretary of State on Tuesday, August 30, 2022. An announcement was also given at least twenty-four (24) hours in advance by posting notice of the date, time, place, and agenda of the meeting at 11:00 a.m., on Tuesday, October 25, 2022, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 3400 North Martin Luther King Avenue in Oklahoma City, Oklahoma 73111.

   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	Present
Betty Gesell	Present	Calvin Prince	Present
Erick Harris	Absent	T. Hastings Siegfried	Present
Lynn Haueter	Absent	Daryl Woodard	Present
Dr. Kathryn LaFortune	Present		

      The roll reflected a quorum.

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 October 26, 2022.

   A. September 28, 2022

   Motion: Mr. Prince made the motion to approve the minutes. Ms. Gesell seconded the motion.

Randy Chandler	Approved	Stephan Moore	Approved
Betty Gesell	Approved	Calvin Prince	Approved
Erick Harris	Absent	T. Hastings Siegfried	Approved
Lynn Haueter	Absent	Daryl Woodard	Approved
Dr. Kathryn LaFortune	Approved		

   The meeting minutes from September 28, 2022, were approved by majority vote.

3. **Chairman's Welcome**
   Chairman Siegfried welcomed everyone to the BOC meeting.

4. **Chief of Operations Update**
   Chief of Operations (COO) Farris welcomed everyone and provided the following update:

   A. **Emergency Purchases**
   Ruptured sewer line:
   On October 3, 2022, the agency declared an emergency at Northeast Oklahoma Community Corrections Center (NOCCC) due to a sewer line rupturing. COO Farris indicated the total cost of the repair was $217,650. COO Farris further explained due to rising costs, raising the Director's approval limit threshold would be beneficial to prevent our agency from hosting emergency meetings. Dr. LaFortune inquired about data from the last five years to show the trends between emergency purchases. Chief Financial Officer (CFO) Ashlee Clemmons indicated she could research and provide details over a five-year span to reflect emergency purchase trends.

5. **Inmate/Offender Population Update**
   Administrator of Classification and Population Travis Gray provided an overview of the inmate/offender population as of September 30, 2022. A copy of the overview was included in the BOC packet for October 26, 2022.

6. **Agency Budget Update:**
   CFO Clemmons welcomed everyone and provided the following overview:

   A. **BOC Budget Reports**
   Chief Clemmons provided an overview of the BOC Budget. A copy of the overview was included in the BOC packet for October 26, 2022.

   B. **SAI Operational Audit Report**
   Chief Clemmons provided an overview of the SAI Operational Audit Report.

7. **Approval of Board of Corrections Policy:**
   Chief Administrator Shelly Bear provided an overview and requested approval of the following policies:

   A. **P-010100 entitled "System of Manuals, Handbooks, and Monitoring Procedures"**
   B. **P-020800 entitled "Guidelines for Research and Research-Related Activities"**
   C. **P-070100 entitled "Provision of Food Services"**

   A copy of the overview was included in the BOC packet for October 26, 2022.

   Motion: Dr. LaFortune made the motion to approve all policies. Mr. Woodard seconded the motion.

Randy Chandler	Approved	Stephan Moore	Approved
Betty Gesell	Approved	Calvin Prince	Approved
Erick Harris	Approved	T. Hastings Siegfried	Approved
Lynn Haueter	Absent	Daryl Woodard	Approved
Dr. Kathryn LaFortune	Approved		

   Approval of all above-listed policies were approved by majority vote.

8. **Unit Spotlight:**
   A. K-9 Unit
   K-9 Unit Supervisor, Eric Enblom welcomed everyone and provided an overview of the K-9 Unit. A copy of the overview was included in the BOC packet for October 26, 2022.

9. **Committee Reports – Standing Committees:**
   A. Executive
   Chairman Hastings Siegfried
   Members Calvin Prince and Randy Chandler
   Members in this committee discussed the proposed BOC agenda, BOC policies, Focus Committee Mission, and proposed CY23 BOC dates and locations.

   B. Population/ Security/ Private Prisons
   Chairman Calvin Prince
   Members Hastings Siegfried and Lynn Haueter
   No meeting was held.

   C. Public Policy/ Affairs/ Criminal Justice
   Chairwoman Betty Gesell
   Members Stephan Moore, Dr. Kathryn LaFortune, and Darryl Woodard
   Members in this committee discussed Reentry and Legislative Initiatives.

   D. Audit and Finance
   Chairman Randy Chandler
   Members Hastings Siegfried, Lynn Haueter, and Erick Harris
   Members in this meeting discussed the BOC Budget Reports and the Government Auditing Standards Report.

10. **New Business**
    There was no new business.

11. **Adjournment**

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

Randy Chandler	Approved	Stephan Moore	Approved
Betty Gesell	Approved	Calvin Prince	Approved
Erick Harris	Approved	T. Hastings Siegfried	Approved
Lynn Haueter	Absent	Daryl Woodard	Approved
Dr. Kathryn LaFortune	Approved		

    There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:39 p.m.

Submitted to the Board of Corrections By:

Signature on file   11/30/2022
_____   _____
Shawna English, Minutes Clerk   Date

I hereby certify that these minutes were duly approved by the Board of Corrections on November 30, 2022, in which a quorum was present and voting.

X Signature on file

Randy Chandler, Secretary
Board of Corrections