

**OKLAHOMA BOARD OF CORRECTIONS**  
**REGULAR MEETING MINUTES**  
**May 24, 2023**

**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, May 24, 2023, at Jess Dunn Correctional Center, 601 South 124th Street West, Taft, OK. 74463.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Tuesday, November 29, 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 1:00 p.m., on Tuesday, May 23, 2023, 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:

|                       |         |                 |        |
|-----------------------|---------|-----------------|--------|
| Rhonda Bear           | Present | Joseph Brantley | Absent |
| Randy Chandler        | Present | Alex Gerszewski | Absent |
| Stephan Moore         | Present | Erick Harris    | Absent |
| T. Hastings Siegfried | Present | Daryl Woodard   | Absent |
| Daniel Snead          | 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 May 24, 2023.

**A. March 29, 2023 Meeting Minutes**

**Motion:** Chairman Siegfried made the motion to approve the minutes. Mr. Moore seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

The meeting minutes from March 29, 2023, were approved by majority vote.

**3. Chairman's Update**

Chairman Siegfried welcomed everyone to the Board of Corrections meeting and introduced new BOC member Daniel Snead.

**4. Facility Warden Update**

Warden Casey Hamilton welcomed BOC members, Director Harpe and staff to Jess Dunn Correctional Center and gave a review of the operations of the facility. Jess Dunn Correctional Center has a population of 960 and included a variety of education and programs including woodworking skills.

**5. Director’s Update**

Director Steven Harpe gave updates on a variety of topics including the transition of staff and inmates to Great Plains Correctional Center, the closure of North Fork Correctional Facility, graduation day for the first academy training held at the new Kate Bernard Training Center and the executive staff transition of Chief of Population Jason Bryant, Chief of Operations Jason Sparks and Acting Chief Administrator of Agri-Services/OCI Jeff Vaughan.

**6. Unit Spotlight: Reentry Programs**

Administrator of Programs Stephanie Adams provided an overview of the Reentry Programs within ODOC. Reentry programs include ensuring inmates have access to their birth certificate and a state id, creation of a resume and mock interview sessions and access to job fairs to ensure success upon reentry into the community.

**7. Warden Appointments**

**A. JHCC Interim Warden David Rogers**

Chief Administrator of the Division of Institutions Jim Farris welcomed everyone and provided the biography of Interim Warden David Rogers and requested approval for his appointment. A copy of the biography was included in the BOC packet for May 24, 2023.

Board members provided their support and words of encouragement.

**Motion:** Chairman Siegfried made a motion to approve the appointment of David Rogers to warden at Joseph Harp Correctional Center. Mr. Chandler seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

The warden appointment of David Rogers as JHCC warden was approved by a majority vote.

**B. OSP/JBCC Interim Warden Christe Quick**

Chief Administrator of the Division of Institutions Jim Farris provided the biography of Interim Warden Christe Quick and requested approval for his appointment. A copy of the biography was included in the BOC packet for May 24, 2023.

Board members provided their support and words of encouragement.

**Motion:** Chairman Siegfried made a motion to approve the appointment of Christe Quick

to warden at Oklahoma State Penitentiary/Jackie Brannon Correctional Center. Mr. Moore seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

The warden appointment of Christe Quick as OSP/JBCC warden was approved by a majority vote.

**8. Agency Budget Update**

Chief Financial Officer Ashlee Clemmons welcomed everyone and provided the following overview:

**A. BOC Budget Reports**

Chief Clemmons provided an overview of the BOC budget reports as of April 30, 2023. A copy of the overview was included in the BOC packet for May 24, 2023.

**9. Legislative Updates**

Chief Administrator of Communications Kay Thompson gave an overview of FY23 Spring Legislative Session, and the initiatives associated with the Department of Corrections.

**10. FY23 2<sup>nd</sup> Quarter Internal Financial Audit Reports**

Chief Administrator of Auditing and Compliance Shelly Bear provided an overview of the FY23 2<sup>nd</sup> Quarter internal audit findings. A copy of the audit report was included in the BOC packet for May 24, 2023.

**Motion:** Chairman Siegfried made the motion to approve the FY23 2<sup>nd</sup> Quarter Internal Financial Audit Reports. Mr. Chandler seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

The FY23 2<sup>nd</sup> Quarter Internal Financial Audit reports were approved by majority vote.

**11. Inmate/Offender Population Update**

**A.** Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population as of April 30, 2023. A copy of the overview was included in the BOC packet for May 24, 2023.

**12. Committee Reports – Standing Committees:**

**A. Executive**

**Chairman** Hastings Siegfried

**Members** Randy Chandler and Stephan Moore

Members in this committee discussed the proposed BOC agenda and the upcoming GEO and Core Civic Private Prison Contracts.

**B. Population/ Security/ Private Prisons**

**Chairman** Hastings Siegfried

**Member** Alex Gerszewski, Stephan Moore and Dan Snead

Members in this committee discussed the Population Update, Oklahoma Inspector General Statistics Update and discussed upcoming private prisons contracts.

**C. Public Policy/ Affairs/ Criminal Justice**

**Chairman** Hastings Siegfried

**Members** Rhonda Bear, Alex Gerszewski and Erick Harris

Members in this committee discussed the Legislative Initiatives and Reentry programs including Birth Certificate updates, Reentry Resource Fairs and Volunteer Appreciation Week.

**D. Audit and Finance**

**Chairman** Randy Chandler

**Members** Joseph Brantley, Hastings Siegfried and Daryl Woodard

Members in this meeting discussed the BOC Budget Reports and heard from Chief Technology Officer James Juarez on IT initiatives. The FY23 2<sup>nd</sup> Quarter Internal Financial Audit was reported and discussed.

**13. Approval to enter into Executive Session**

**Motion:** Mr. Siegfried made a motion to enter into Executive Session at 2:38 p.m. Mr. Chandler seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

**14. Approval to exit from Executive Session**

**Motion:** Mr. Siegfried made a motion to return from Executive Session at 3:47 p.m. Mr. Moore seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

**15. Private Prison Contract Amendment 2**

Chief Administrator of Community Corrections James Rudek presented the Core Civic Private Prison Contract Amendment 2 for approval.

**Motion:** Mr. Siegfried made a motion to approve the Core Civic Private Prison Contract Amendment 2. Mr. Chandler seconded the motion.

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

**16. New Business**

There was no new business.

**17. Adjournment**

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

|                       |          |                 |        |
|-----------------------|----------|-----------------|--------|
| Rhonda Bear           | Approved | Joseph Brantley | Absent |
| Randy Chandler        | Approved | Alex Gerszewski | Absent |
| Stephan Moore         | Approved | Erick Harris    | Absent |
| T. Hastings Siegfried | Approved | Daryl Woodard   | Absent |
| Daniel Snead          | Approved |                 |        |

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 3:58 p.m.

Submitted to the Board of Corrections By:

Signature on File

06-28-2023

\_\_\_\_\_  
Toni Lee, Minutes Clerk

\_\_\_\_\_  
Date

I hereby certify that these minutes were duly approved by the Board of Corrections on June 28, 2023, in which a quorum was present and voting.

**X Signature on File**

Stephan Moore, Secretary  
Board of Corrections