

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
March 27, 2024

1. Call to Order

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:09 p.m., on Wednesday, March 27, 2024, at DOC Lincoln Administration Building, 4345 N. Lincoln Blvd., Oklahoma City, OK 73105

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Monday, December 11, 2023. 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, March 26, 2024, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 4345 N. Lincoln Blvd, Oklahoma City, OK 73105.

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	Stephan Moore	Present
Joseph Brantley	Present	T. Hastings Siegfried	Present
Randy Chandler	Present	Daniel Snead	Present
Alex Gerszewski	Absent		

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 March 27, 2024.

A. February 28, 2024 Meeting Minutes

Motion: Mr. Brantley made the motion to approve the minutes. Mr. Moore seconded the motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The meeting minutes from February 28, 2024, were approved by majority vote.

3. Chairman's Update

Chairman Siegfried welcomed everyone to the Board of Corrections meeting and thanked Tulsa Probation and Parole staff for the tour and for hosting.

4. Director’s Update

Director Steven Harpe gave agency updates including the CLEET and BPO Academy graduations, end of year calibration, legislative session and facility operations statistics.

5. Unit Spotlight

A. Offender Advocacy

Chief of Offender Advocacy Nicole Flemming gave an overview of offender advocacy initiatives and highlighted inmate survey results, relationship building with inmate councils and introduced her staff in attendance.

6. Resolution: Volunteer Appreciation Week

Agency Chaplain & Volunteer Services Administrator Leo Brown read the National Volunteer Appreciation Week Resolution. This resolution is to celebrate the many volunteers who give their time to ODOC. April 21 – 27, 2024 are the official dates for 2024. A copy of the resolution was included in the BOC packet for March 27, 2024.

Motion: Mr. Brantley made the motion to approve the National Volunteer Week Resolution. Mr. Snead seconded the motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The National Volunteer Week Resolution was approved by majority vote.

7. Legislative Initiatives

Chief of Staff Justin Farris gave an update on the spring session legislative initiatives.

8. Agency Budget Update

A. Monthly Budget Report

Chief Financial Officer Ashlee Clemmons welcomed everyone and provided an update on the year-to-date financials as of February 28, 2024. A copy of the report was included in the BOC packet for March 27, 2024.

9. Inmate/Offender Population Update

A. Population Analysis Report

Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population report as of February 28, 2024. A copy of the overview was included in the BOC packet for March 27, 2024.

B. Bed Capacity Adjustments

Chief Administrator of Classification & Programs Clint Castleberry reported on bed capacity adjustments for approval. A copy of the overview was included in the BOC packet for March 27, 2024.

Motion: Chairman Siegfried made the motion to approve the bed capacity adjustments. Mr. Snead seconded the motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The bed capacity adjustments were approved by majority vote.

10. Water Outages Update

Chief of Operations Jason Sparks reported on state-wide facilities water outages for FY24 and the operations plan in place for when a prolonged outage occurs. A copy of the overview was included in the BOC packet for March 27, 2024.

11. Committee Reports – Standing Committees:

A. Executive

Chairman Hastings Siegfried

Members Randy Chandler and Rhonda Bear

Members in this committee discussed the proposed BOC agenda and current litigation.

B. Public Policy/Affairs/Criminal Justice

Chairman Rhonda Bear

Members Alex Gerszewski, Dan Snead and Hastings Siegfried

Members in this committee discussed the Legislative initiative processes, Public Relations initiatives, Community Outreach initiatives and Reentry programs including Birth Certificate and ID disbursements.

C. Population/Security/Private Prisons

Chairman Hastings Siegfried

Members Daniel Snead, Alex Gerszewski and Stephan Moore

Members in this meeting discussed population, Oklahoma Inspector General statistical updates, Office of Threats and Intelligence updates, Private Prisons security updates and ICON offender management system updates.

D. Audit and Finance

Chairman Randy Chandler

Members Joseph Brantley and Hastings Siegfried

Members in this meeting discussed the BOC Budget Reports ending on February 28, 2024.

12. New Business

There was no new business.

13. Adjournment

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

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:32 p.m.

Submitted to the Board of Corrections By:

Signature on File

05-22-2024

Toni Lee, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on March 27, 2024, in which a quorum was present and voting.

Signature on File

Rhonda Bear, Secretary
Board of Corrections