



Oregon Board of Parole

& POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday March 22, 2010

Call to Order and Note of Attendance: The meeting was called to order at 9:04 a.m., and note of attendance made: Aaron Felton, Jeremiah Stromberg, Darcey Baker, Candace Wheeler, Michelle Mooney, DOC Community Corrections Chief Mark Cadotte, and guest Lori Tribett.

Approval of Minutes: Minutes for the January and February meetings were approved as submitted.

Chairperson's Comments – Aaron Felton

- **Budget:** The Board has been asked to participate in a budget exercise by submitting a 25% budget reduction plan. The Board will be researching and discussing ways that this reduction will be made.
- **Statistics:** Aaron and Jeremiah have been working on a long term project that evaluates the statistics of the Board's work. They will be reviewing the relevance of the Board's work and how it impacts and supports the local levels.

Executive Director Update – Jeremiah Stromberg

- **Hearings Officer Training: OACCD:** The training was announced at a previous OACCD meeting and email notice was sent to all community corrections offices. To date there has been great interest and over 90 registrations received. DPSST has asked that the Board close the registration in order to prevent any logistics issues. Jeremiah is continuing to work with the Board to prepare the agenda and training materials.
- **Staff Updates:** The recruitment for the Revocation Specialist position closed and interviews were held last week. The interview panel consisted of Jeremiah, Michelle, and Wendy Bales from Marion County Parole and Probation. Shawna Harnden was the successful candidate and has accepted a permanent position. DOJ has agreed to allow Linda York to work for the Board in a job rotation as a half time paralegal. She will begin on April 1st. Linda will be assisting the Board in responding to ad reviews.

- **OACCD:** At the last meeting the Directors adopted to use a one year pilot program for county waivers. The process will include new options for the parole officers and the counties. This pilot program was adopted in order to help streamline the current process and create some consistency between the counties.

Old Business:

- **SVDO Rules:** A draft of the proposed rule has been prepared. Aaron noted that the qualifying language is missing from the draft and will need to be added. The Board will review the draft and prepare a temporary rule to be adopted at a future Board meeting.
- **OAR Chapter 255 division 1:** At previous meetings the Board has discussed the rulemaking procedure rules, and is wanting explore ways to provide notice to the inmates without adding substantial cost to the Board. The rules states that the Board must submit written notice to those that request to be on the notice list. The Chairperson would like to follow up on the possibility of posting notices in the inmate newsletter.

New Business

- **Warrant Cautions:** There was a situation last week that brought up the issue of how the Board handles requests to modify warrants for the purposes of adding a caution. Previously there was not an adopted process in place. The Board voted to adopt a process that will allow the counties and local law enforcement to submit requests to add cautions. The requests will need to be in writing and submitted to the Board for review. The requests will be evaluated on a case by case basis, and once approved will be modified by the Warrant Specialist.

Future Board Meetings:

- April 26, 2010
- May 24, 2010
- June 21, 2010

Meeting adjourned at 9:58 a.m.