



Oregon Board of Parole

& POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday, May 19, 2008

1. **Call to Order and Note of Attendance:** The meeting was called to order at 9:03 a.m. and a note of attendance was made.

Present: Steven Powers, Darcey Baker, Candace Wheeler, Nancy Seller, Peggy Barber, Susan Deschler, DOC Community Corrections Chief Mark Cadotte, DOC Director Max Williams

Guests: Lori Tribett, Laurie Wilson, Michelle Burrows, Emily Abrams

Presenter: Sonia Hoyt, Department of Corrections

2. **Approval of April 21, 2008 minutes.** The Board reviewed and adopted the meeting minutes of April 21, 2008.

3. **Chairperson's comments:**

- **Budget Presentation:** As part of the 2007-09 budget presentation and talking with the Legislature, the Board made two commitments on the budget both related to DOJ fees regarding retainer fees as an option. We researched and found it is not cost effective, would not save money, and the litigation part is not good for a retainer agreement. The other commitment the Board made is we would engage in training and continue in the dialogue to reduce costs. Steve and Nancy went to DOJ twice to participate in appellate CLEs. The first was an overview of the Board to educate many new attorneys at DOJ so they will have a better understanding of the Board and will feel free to call us. There were about 30 people in the first training and about 25 at the second. It was helpful to talk with our regular trial attorneys. Our contact attorneys Erin Lagesen and Ryan Kahn will be rotated off in the near future. Two new lead attorneys will be invited to a Board meeting and to have a special meeting to discuss litigation.
- **Association of Paroling Authorities:** Steve attended the Association of Paroling Authorities International (APAI) annual meeting in Kentucky. He discussed an audio conference on sex offender research and the Static 99, a Canadian tool out of Minnesota. The audio conferences are archived on the Internet so can be viewed.

4. Executive Director's Comments:

- Nancy announced that after 20 years, Peggy Barber is leaving the Board on May 21, 2008. Susan Deschler is filling in as a temporary employee until the position is evaluated for reclassification and a permanent employee is hired.
- The Board has a SAIF claim in the Records Office, which limits the records clerk to four hours a day; staff are filling in and a half-time temp will be hired pending resolution of the claim.
- Nancy attended the Re-Entry Council Steering Committee met on May 7.
- Nancy is working with DOC and the Criminal Justice Commission to prepare for the price tag committee for SB1087 and IP 40. Rebecca Prinslow will be the project manager. DOC is building separate budget proposals for the three possible outcomes.
- CIS/PBMIS Rewrite projects: DOC has deferred work on its CIS rewrite, focusing this biennium on requirements. The Board will continue to work with DOC on shared solutions.

5. Counselor Case Management Initiative by DOC Project Manager Sonia Hoyt:

- DOC's Counselor Case Management Initiative is one of 13 initiatives in the last biennium. Most of the focus is on gathering information to move forward on the planning of how to best use counselor resources. DOC is rebalancing existing counselor resources, believing a higher level of case management and intervention will make a difference when inmates leave a prison. The idea is to focus on the most at-risk inmates, which research shows can make a difference in improving recidivism. DOC must do this within existing staff resources.
- Low-ACRS inmates will get fewer case management services. For these inmates, counselors will depend more on information from other areas in the institution, i.e., Work Crew Supervisors, CTS, medical, program facilitators, etc.
- Intake does the assessment on the offenders when they come through. Each offender will have a plan and be assigned a counselor. In the past many clerical duties fell on the counselor accounting for approximately 30 percent of the workload. A central Inmate Services Unit has been established with Randy Geer appointed as the chief of inmate services. The unit will gather information take care of things such as visiting applications and other clerical duties.
- The majority of the inmates under the Board's discretion have low ACRS. The Counselor Caseload Management Business Case directs that Parole Board reports, Out of State Parole Board reports and dangerous offender letters will continue to be forwarded to the Board.
- A&D treatment and cognitive programs are generally reserved for high-ACRS/minimum custody inmates. A low ACRS score doesn't bar an inmate from the Breaking Barriers program. Short-term offenders may not have tried to get in the programs because they would rather get a job and get their PRAS. Now the

counselors will monitor this utilization of their time differently. The inmates will not be able to drive their own case plan. Counselors will be more like POs and not do so much clerical and technical work.

- Max invited the Board to come back to DOC if there are any issues. Darcey hears from the counselors or TSM saying that the inmates said that the Board said that they need to get into programming. Darcey has told the inmates to talk to their counselor about what is available but do what they can on their own, including through Religious Services and other resources. Darcey would like the message to get out that the Board is aware of the resources. Max would like the Board to participate in the next TSM meeting. Nancy will schedule with Heidi Steward.
- Darcey recommended that DOC educate community corrections agencies throughout the state to explain the counselor caseload initiative and to help them understand what services have been offered and provide continuity. Getting the field and DOC counselors having a dialogue with one another would be helpful. Education will be critical.

6. Old Business:

East-Side Board trip May 27-30: Nancy is preparing itinerary for the hearing and meetings with the counselors and touring prisons. Board members will have a face-to-face meeting with the counselors at SRCI. Thursday morning Mark Royal has set up a meeting with the eastside Community Corrections Directors. The next day they will go to PRCF and EOCI and tour the institutions. On Friday morning they will meet with DRCI counselors and local POs, and then spend the early afternoon with Warm Springs Tribal Council.

Revocations in Lane County: The Board discussed the problems in Lane County related to jail-space issues and the ineffective use of revocation time when offenders are released early from their sanction without supervision. The discussion extended to options in other timber-affected counties and their jail-space issues. Darcey suggested they develop a grid such as is used in Multnomah County. Darcey is overriding their revocations in Lane County. Mark would be concerned about liability issues from their perspective. Mark will have a conversation with Joan Copperwheat and Susan McFarlane. Until further notice, the Board will have an informal policy to vote sanctions and save revocation for those who really need it.

Key Performance Measures: Steve updated the Board on KPM status including the new KPM 9: Best Practices and Self-Assessment Guidance. The Board has been making progress on seven out of eight at the time; although we did not meet the goal on one of them but it was still trending toward the goal. Nancy, June and Steve will work toward standardizing the customer service survey. Nancy and Steve are working on getting accurate data on the Board's recidivism rate.

The Board needs to be tracking the correct numbers on PPS dangerous offenders over whom we have release authority.

- Parole Recidivism - under the target is a good thing.
- Supervision - better to be above the goal and the Board is meeting that goal.
- Victim Notification - there are a couple of definitions in it about active victim notification. Nancy is investigating possibilities to improve/enhance communication with victims, the resources needed for various options, and the commitment to hold our victim information confidential. There are approximately 11,000 persons registered and 6,700 are active victims.
- Arrest Warrants – not meeting goal, perhaps because we need to send warrants back to the county for completion. Perhaps a better measure would be to track when the Board receives it and forwards to the Board member for voting. Educating the field and DOC would be helpful. We will want to talk about this measure during legislative budget preparation. Steve and Nancy will make a presentation to OACCD in Newport in July.
- Structured Sanctions Revocations - meeting the measure.
- Discharge Orders mailed in 5 days – meeting the measure.
- Administrative Reviews - trending upward.
- Self-Assessment is new this year and this came out of a joint Legislative Audit committee in 2006. It was encouraged that all Boards and Commissions look at this and it will be KPM 9. Steve asked members and Nancy to discuss the new measure in a future Board meeting.

Loss of Funds Reporting: Nancy stated the Board has to report any loss of funds over \$100, this includes theft of time, loss, waste or abuse. Any loss of funds must be reported to the Secretary of State.

AG Restitution Reform Task Force: Steve had a subcommittee meeting and learned about compensatory fines and restitution. Compensatory fines are ordered by judges more than restitution. Restitution is category-one assessment so that it is equal with compensatory fines. Nancy stated that she is on the collections workgroup, which discussed possibilities for future victim information sharing. The Judicial Department and DOJ collect millions of dollars in restitution for which they don't have good addresses of the victims and that money gets turned over to State Lands which then goes to the School Funds. Regarding the workgroup's proposed legislation to assume an inmate's ability to pay restitution while incarcerated, Max reported that DOC has concerns. DOC encourages inmates to save money in their trust accounts to prepare for reentry. If someone is left with little resources inside it leads to exploitation. Also, inmates who do not have anything can be dangerous. It is a prison safety and operational concern. DOC has a cost of care statute that exists.

Children of Incarcerated Parents – No update.

Gillmore – Hearing June 24, 2008, 8:30 a.m. at OSCI. OSCI is highly cooperative in preparing for a potentially large number of witnesses and attendees. Nancy is leading the planning and any questions about this hearing should go through her.

Rules: Susan Deschler will serve as the Board's rules coordinator during her tenure.

The next Board business meeting is June 16, 2008, at 8:30 a.m.

Meeting adjourned at 11:07 a.m.

Minutes submitted by Susan Deschler, Executive Assistant