



Oregon Board of Parole

& POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday August 23, 2010

Call to Order and Note of Attendance: The meeting was called to order at 9:01 a.m., and note of attendance made: Aaron Felton, Jeremiah Stromberg, Candace Wheeler, Darcey Baker, Michelle Mooney, Community Corrections Chief Mark Cadotte, and guest Lynda Beecher.

Approval of Meeting Minutes: The minutes for the June and July Board Business meetings were adopted as submitted.

Chairperson's Comments – Aaron Felton

- **Budget:** The September Revenue forecast will be released on Thursday. There is already discussion that the budget is expected to be short somewhere between two hundred and five hundred million dollars. Once the forecast is released the Governor's Office will make a decision on how to handle the shortfall.
- **Division 62 Rules:** The rulemaking hearing for division 62, the deferral rules, is scheduled for this Thursday. There has been a fair amount of interest in this rule and it is expected that there will be several members from the public in attendance at the hearing. The public will be allowed to speak and provide written comment about the rules. Speakers will be allowed three minutes to give their statements.

Executive Director Update – Jeremiah Stromberg

- **Budget:** If the pending revenue forecast released is less than previously predicted and the Governor exercises another cut across the board, the Parole Board is looking at approximately a cut of 63-160 thousand from the remainder of this biennium budget. For the 2011-13 budget the BAM Analyst and/or DAS has not approved any of the Board's policy packages. The packages submitted were to add a fourth Board member, re-class of the Legal Specialist position, and an increase in personal service contracts.

Old Business:

- **SVDO Rules:** Jeremiah and Mark have prepared a final draft of the rules for review. The Board voted to adopt the rules as amended. The rules will be forwarded to DOC Policy Group for review and approval.
- **Administrative Review Procedure Rules:** At a previous Board meeting the Board discussed reviewing all of the rules in division 80 and updating as necessary. One area that the Board felt needed to be updated was the criteria of what the Board will consider when determining timeliness of requests. The criteria currently used are no longer adequate to cover current technology and practices. The Board also wishes to add specifications for preparation and submission of administrative review requests. The Board reviewed the draft prepared and discussed areas of concern. The discussed edits will be added and sent to counsel for review. Once counsel has reviewed the rules they will be brought to a future meeting for adoption.
- **Release Plan Pilot Project:** Darcey is scheduled to meet with the release counselors at the beginning of September. She will inform them of the changes that the Board will be making with regards to voting release plans with less special conditions. A memorandum was prepared that will be sent out to all the community corrections agencies to inform them of the changes. The changes will go into effect on September 7, 2010.
- **Review of Parole Workgroup Recommendations:** No updates on any of the recommendations. The workgroup recommendations have been posted on the Board's website along with the status of what actions the Board has taken on each recommendation.
- **Hearings Packets Deadlines:** Aaron would like to address this as a new business topic. The Board has been inconsistent with enforcing the deadlines on materials received for hearings packets. With more public involvement and active participants at the hearings, the Board has decided that it is important to enforce the deadlines consistently in all cases. Jeremiah will discuss this with staff, and instruct them that any materials received after the deadline will be routed to the lead Board member for review. The Board member will make the decision of whether to include the material in the packet or not.

New Business:

- **Murder Review Reach In:** The Board discussed the idea of holding a reach-in with inmates who are scheduled for a murder review hearing. The purpose would be to help the inmates prepare for their hearing, what is expected during the hearing, and what the deadlines are during the process. This would be a group reach-in and would be general process discussions, and not a time for inmates to discuss individual cases. The Board would start with a reach-in at OSP first and then will begin looking at holding them via videoconference at other institutions. Jeremiah and Darcey will begin working out the details.

- **Policy Evaluation and Development:** Aaron wanted to establish a schedule that would allow for time to begin reviewing and updating the Board's policies and rules. The Board will schedule a few working sessions and post them as public meetings.
- **Inmate Resources:** An inmate family member had a question that she was not able to get an answer to and was referred to Darcey for the information. Darcey was out of the office and the family member did not get the information needed. Darcey would like to find a way to keep information public so it is always available. One option would be to create a place on the website that contains useful information. Jeremiah and Marshall will begin working on a way to add this.

Future Board Meetings:

September 27, 2010

October 26, 2010

November 22, 2010

December 27, 2010

Meeting adjourned at 11:12 a.m.