



# Oregon Board of Parole

## & POST-PRISON SUPERVISION

### Board Business Meeting Minutes Monday, April 30, 2012

**Call to Order and Note of Attendance:** The meeting was called to order at 10:02 a.m., and note of attendance made: Aaron Felton, Jay Scroggin, Jeremiah Stromberg, Candace Wheeler, Bill Sawyer on behalf of DOC Community Corrections, and Shawna Harnden. No guests in attendance. Excused from the meeting: DOC Community Corrections Chief Mark Cadotte and DOC Director Collette Peters.

#### Meeting Minutes:

- Minutes from March 5, 2012 meeting reviewed and approved as submitted.
- March 27, 2012 – Minutes were reviewed and edits suggested. The minutes will be updated and brought to a future meeting for adoption.

#### Chairperson Comments:

- Felton attended the Oregon Department of Justice's Victims Appreciation Event at the Willamette University. He was pleased to see that Executive Director Jay Scroggin and the Board's Victim Specialist, Debbie Wojciechowski also attended the event.

#### Executive Director's Update:

- Board has completed the recruitment process for the AS1 – Revocation Specialist position. The position was offered to Julie Mills, who comes to us from DOC Wireless Division. She starts tomorrow at 9 a.m. at which time a mini orientation will be provided to her by the staff members that work in positions that overlap with the sanctions desk. Shawna Harnden will be doing the supervision duties that were previously assigned to Michelle Mooney, effective tomorrow as well.
- The Budget has a new process for general funded agencies. Governor has created another division and divided the overall state money into 7 different 'buckets'. Some examples are education, health care, how we live, and public safety. A team of approximately five people/citizens will be assigned to review each agency's budget proposal. With this new step, the budget process is starting about six months earlier than in past years. We will be presenting our budget to this group in a more positive manner and show how our program works toward the Governor's 10 year plan. Scroggin and Harnden will begin the process this month.
- BM10 reports: Pat Ziegler did a great job contacting the District Attorney offices and Sheriff Offices to inquire on the usefulness of the BM10 reports. Of the Sheriff Offices that were contacted, about 50% found the report to be useful. Of the DA offices that were contacted, 100% found the report to be useful. The DA offices advised they

forward the report to their in-house victim advocate person who then notifies the victims. Based on this feedback, we will continue to distribute the report to appropriate offices.

- Scroggin and Board member Jeremiah Stromberg will be going to OACCD in Deschutes County. While in that area, they will meet with the counselors at Deer Ridge and then meet with Deschutes County PO's.
- We have been provided a smaller switch for future hearings. Have a meeting schedule with Superintendent Premo and will inquire if we can purchase a wireless router. It is anticipated that the wireless request will be denied but still going to inquire.

#### **DOC Update:**

- Bill Sawyer reported that the reorganization did take place. The static 99R was still continuing but no real update on that. He will make contact to inquire on a timeframe and get back to us.

#### **Old Business:**

- SO Evaluations – no new information, will keep deferring until more information is received.

#### **New Business:**

- Board members Wheeler and Stromberg will be attending the APAI conferences in Florida from May 18 – 23<sup>rd</sup>, so need to move the May meeting to 9 a.m., on May 29<sup>th</sup> after their return from the conference and everyone's return from the holiday.
- Wheeler concerned about adopting changes to Division 60 due to it referencing the Static 99R being used when it is not being used at this time. The document is inaccurate. Wheeler motioned to adopt changes to Division 60 except sections 11 & 16. Felton acknowledged the modifications of sections 6, 8, 9, 12, 13, 18, 20, & 30 and also moved to amend that motion to include the changes of section 30 #10 to now state 'Any risk needs assessment(s)', change the current #10 to #11, and correct the typographical error in section 8. Wheeler seconds, no opposition to make a permanent rule.
- Wheeler motioned to adopt the NOR form/document. Felton seconds, passed with no objections. New document needs to be posted on the website and needs to be sent out to counselors and the hearings officers.
- Scroggin reported that Deschutes County has an issue with overrides. Is there a process advising PO's of why the Board chose to override. Harnden reported the Revocation desk makes a note in the sanction report advising of the override. The reason to why is only provided if & when the Board makes a chrono as to why they made that decision. Everyone agreed chronos need to be made so that the PO's can be advised appropriately.

#### **Future Board Meetings:**

June 18, 2012 at 10 a.m.

July 16, 2012 at 10 a.m.

August 20, 2012 at 10 a.m.

Meeting adjourned at 11:05 a.m.