



# Oregon Board of Parole

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## & POST-PRISON SUPERVISION

### **Board Business Meeting Minutes Monday, October 28, 2013**

**Call to Order and Note of Attendance:** The meeting was called to order at 10:01 a.m., and note of attendance made: Board Chair, Kristin Wings-Yanez; Vice-Chair, Candace Wheeler; Executive Director, Brenda Carney; Department of Corrections (DOC) Assistant Director of Community Corrections, Jeremiah Stromberg. Board member Sid Thompson excused from the meeting today. Two members of the public in attendance today.

**Meeting Minutes:** October minutes previously reviewed by email, edits suggested. Wings-Yanez discussed with Harnden in regards to making the minutes in more of a brief format. Thompson had made the suggested for the Board to adopt a format that has a running list of topics. Having this type of format will allow for tracking on all of our topics. Wings-Yanez moved to approve minutes. Wheeler seconded. Passed.

#### **Chairperson Comments:**

- Wings-Yanez advised there are several rule and policy pieces that she would like to focus on over the next few months. There are some rule changes that need to be made; however, legal direction from Department of Justice (DOJ) is necessary before we are able to proceed. A special rule making session may be scheduled in early November for the sole purpose of addressing these rule changes.
- Wings-Yanez will be attending the National Crime Victim Task Force meeting this afternoon. Denise Pena of Multnomah County brought forward to that group a question of what should the counties be doing in regards to victim's rights and proper notifications for offenders on probation, parole, and post-prison supervision. Pena received some feedback from the National Crime Victim's Law Institute, which will be discussed at the meeting today.
- District Attorneys Association has invited Wings-Yanez to present at their winter conference. She will be giving a half hour presentation December 5<sup>th</sup>.

#### **Executive Director's Update:**

- Carney advised she has been working with HR department on creating the two Administrative Specialist II position descriptions that were allotted for HB2549, the sex

offender tier system. Those should be posted within next couple of weeks in an effort to have the entire recruitment process done with final candidates hired prior to January 1<sup>st</sup>.

- The Hearings Officer recruitment will also be posted. The current staff member Fay Stetz-Waters is on a job rotation that will end in January. We want the recruitment process to be completely done prior the job rotation end date. Feedback from various stakeholders regarding her abilities has been very positive. Wheeler seconded those remarks, advising she sat with Stetz-Waters on a recent hearing and was pleased that she did such a great job.
- Carney and Wheeler attended the first Advanced Academy for Community Corrections. They felt the feedback and questions were very good. Stromberg advised that feedback he has received has also been positive. The next training is November 21<sup>st</sup>, Wheeler and Wings-Yanez will be attending. Wheeler has been modifying the presentation based on the feedback.
- The Sex Offender Supervision Network's Sex Offender Management Training is this week. Carney will present on the Board's predatory process, special conditions, and some case law that shaped special conditions and supervision practices for Oregon sex offenders.
- Carney and Harnden have been working on concluding the final details for the planned staff training in December.
- Doing some research on updating our psychological evaluation process, including possible new requests for proposals, additional evaluators, and rule requirements. Wings-Yanez advised currently the Board only has a few doctors and the pay to these doctors is low. The Board needs a bigger pool of doctors to select from to address the workload. Carney advised she is looking at doing an extension of the current contracts until June 2014. The current doctors have been with the Board for long period of time and should they retire, we have no alternative doctors.
- Carney was invited to attend the Family Violence Supervision Network on November 6<sup>th</sup>. She will also be attending the Association of Oregon Counties (AOC) conference and the Oregon Association of Community Corrections Directors (OACCD) meeting in Lane County.

### **DOC Update:**

- Stromberg advised November 21<sup>st</sup> from 1pm – 3pm is the time allotted for the Board to present at the Advanced Academy.
- Community Corrections Counties have reviewed their practices of how to supervise the short term leave offenders. Stromberg is reviewing the conditions and is attempting to make sure the conditions on short term transitional leave (STTL) will closely mirror what the Board will impose. They will be hiring a person to manage the STTL program that will act as the liaison for DOC to other stakeholders.
- DOC Executive Management Team will be meeting today to discuss what potential cuts they can take to reduce their budget by the 139 million dollars. Stromberg will keep the Board advised as to where those cuts will be and how that will affect the Board.
- The building is at maximum capacity with still more people coming on board. Stromberg suggested Carney contact Susan Roberts so to participate on the committee regarding space needs here at the Dome Building.

**Old Business:**

- Wings-Yanez advised she is still waiting on proposed language regarding the definition of victim.
- Wings-Yanez advised she is working on a written communication on the Board's practice on how and when to impose sex offender package B.
- The Board has continued with not imposing the older condition packages but has had conversations with stakeholders regarding which conditions should be retained by the Board. Wings-Yanez, Wheeler, and Stromberg discussed the success of special condition 10's directed evaluation and assessment by local authorities. Wings-Yanez reported she attended the release counselor meeting held last week and received additional feedback from that group. Wings-Yanez plans to finalize a memo to the field and release counselors to explain the Board's current practice regarding conditions (and provide resolution to the numerous discussions over the past months).
- We have been working with our pilot project on going paperless for the release packets.

**New Business:**

- OAR 255-080-0011: Limitations on Requests for Administrative Review: The rule states what the limitations are; however, if the requests exceed the limitations, the question is how we handle it. We are waiting for legal feedback and will make any and all necessary changes should they be deemed appropriate.
- OAR 255-062-0011: Type of Hearing Eligible for a Deferral of more than Two Years – Post 1989 convictions. There has been some mention in the past meetings of possible upcoming rule changes; however, we are evaluating the language and will keep this an agenda item.
- OAR 255, Division 75 – Return to prison for certain offenders (1989-1995): Still waiting for advisement from our legal counsel.

**Future Board Meetings:**

- December 30<sup>th</sup> @ 10:00 a.m.
- January 27<sup>th</sup> @ 10:00 a.m.

Meeting adjourned at 11:22 a.m.