



Oregon Board of Parole & POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday, January 22, 2018

Call to Order and Note of Attendance:

The meeting was called to order at 10:04 a.m. Note of attendance made: Acting Board Chair, Sid Thompson; Acting Vice-Chair, Patty Cress; Board Member ,James Taylor; Board Member, Michael Hsu; Department of Corrections Release Services Manager, Hank Harris; Board administrative staff, Rachael Hunter; No public attendees.

Meeting Minutes:

Minutes from Monday, December 18, 2017; Cress moved to adopt the minutes, Taylor seconded; Board adopted minutes.

Chairperson Comments:

Thompson reports the Board has requested assistance from consulting company, Mass Ingenuity. The Board is expecting Mass Ingenuity to review current policies and practices in order to determine methods for incorporating performance measures, increase transparency, heighten employee engagement, and create a fundamentals map illustrating agency processes.

Thompson states Mass Ingenuity is scheduled to begin with the Board's SONL (Sex Offender Notification Level) unit January 23, 2018.

Thompson advised, the Board is planning an all-day staff retreat scheduled for April 9, 2017; and will be held at DPSST (Department of Public Standards and Safety Training).

Thompson reports the Board experienced management changes in December leading to his appointment to Acting Board Chair, and Patty Cress' appointment to acting Vice-Chair. Thompson continues stating, he expects to know more in the coming weeks; however, at this time the length of his and Patty's tenure is indeterminate.

Thompson stated he does not an update regarding the Board's "victim portal" project.

Board Member Comments:

Hsu states he is assisting IT (Information Technology) programmers in preparing the SONL module to be included into PBMIS (Parole Board Management Information System).

Hsu reports preparation for the relief/reclassification process has started. Preparation includes:

updating security protocols, dissemination of staff tasks. Hsu continues stating the relief/reclassification process is scheduled to begin 2019.

Hsu outlines preparation has begun to introduce a new security system at our secondary location in preparation for relief/reclassification hearings.

Hsu concludes by reporting the Board now has an intern program; participants have been selected and will be starting in February 2018.

Cress reports she will attend the CJIS advisory board meeting this month; additionally stating a visit to Linn County Community Corrections has been scheduled for all of the board to attend later this month.

Taylor states he visited correctional facilities, Mill Creek Correctional Facility, Columbia River Correctional Institution and Marion County Community Corrections.

Operations Comments:

Waddell reports the Board has completed recruitment for all union represented positions; and the Legislation Session is scheduled to begin next month.

Department of Corrections Comments:

Harris reports all open release counselor position have been filled.

Harris updates on progress with electronic release packet planning, and should have more information in February.

Future Board Meeting:

Monday, February 19, 2017

Meeting adjourned at 10:19 a.m.