



Oregon Board of Parole & Post-Prison Supervision

2575 Center Street NE, Ste. 100
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www.oregon.gov/boppps

Board Business Meeting

August 16, 2021

In attendance:

- Call to order and note of attendance By Chairperson Hsu

In attendance: Hsu, M; Lowry, G; Bailey, J; Taylor, J; Harris, H; Waddell, P; Hodgins, S

Recorder: S. Hodgins.

Chairperson's comments

- Chairperson Hsu reports that we have cleared out half of our office space at Tandem to bring the paper files from DOME over to Tandem. (by September 1st). In order to be able to do this, we had to adjust seating area's for staff, and clear out half of the building to fit the large number of files that will be here. Due to our current and future vacancy fillings, it will be necessary to rearrange our office space again to fit more people.
- The Board currently has several vacancy's that we are working on filling.
- Warrants (AS1) – this recruitment is completed, and we have successfully filled the position. The new staff will start on September 1st. The current staff member in Warrants will be moving to our other vacancy, as the Operations Support staff which will cover records, reception, and more duties that has suffered neglect due to the vacancy.
- Executive Support Specialist 2 – First round interviews are scheduled for Wednesday the 18th. We anticipate a start date for this position in September also. This position will serve to support Executive Management, as well as be the Legal Information officer / Public Records Officer – another area that has suffered during the budget crises of this last year.
- SONL Hearings Specialist – We are in the process of scheduling first interviews at this time. The hope is to have this position on board around the first to mid-October.
- Board Assessment Specialist (SONL) – we have been granted two additional permanent positions! One of these positions will be filled by a staff member recently laid off during the October layoffs, and have expressed interest in returning to the Board. The other Assessment Specialist we will be recruiting for bi-lingual, in order to serve in that capacity for the Agency.

Board member comments

No further comments from Board Members.

Operations and Policy Analyst:

Mr. Waddell reports that the Agency is currently working on several new Rules, and changes – which should be ready to go in February.

Department of Corrections update

Mr. Harris has no further comments for ODOC at this time.

Future board meetings

September 20, 2021

Susi Hodgkin

Operation's Manager

Oregon Board of Parole

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