

STATEWIDE OFFICE OPERATIONS NETWORK
Thursday June 14th, 2018

Hosting Agency:

Crook County Parole & Probation

Meeting Location:

Crook County Library
175 NW Meadow Lakes Drive
Prineville, Or. 97756

In Attendance:

Tricia Shumway, Deschutes County; Bobby Lenhardt, Jackson County; Summer Smallwood, Benton County; Karen Spieler, Columbia County; Tina Shippey, Coos County; Kerri Humbert, Douglas County; Roni Hickerson, Grant County; Robbi Murray, Harney County; Monica Gunnell, Jefferson County; Jamie Chitwood, Josephine County; Victoria Horlacher, Lake County; Angie Gustafson, Linn County; Lisa Gilbertson, Multnomah County; Ashley Cress, Multnomah County; Kimi Hulke, Tri-County; Ana Mendoza, Umatilla County; Lirio Cuevas, Wasco County; Jessica Jauken, Wasco County; Vicki Wood, Yamhill County; Judy Bell, DOC; Lee Cummins, DOC; Tracey Coffman, DOC; Tasha Petersen, OISC, Ruby McClorey, Interstate Compact

Welcome & Introductions:

Sheriff Gautney & Undersheriff James Savage welcomed the group to Crook County.

Review Minutes:

Parole Board Certificate of Expiration requests can be directed to Anna Lanham @ Anna.M.Lanham@doc.state.or.us.

OISC – Tasha Peterson

The 479 form, which gets emailed to the SOON Reps, goes to the last Supervising PO to fill out. If the PO is unsure what to do with this form, have them talk to their FAUG rep. Following is some information Lee Cummins provided from FAUG regarding Decision Dates:

The relevance of the decision date for the purpose of OISC is the impact it has on time served credits for inmates sitting in a county jail on pending charges that later become DOC sentences. Inmates are ineligible per statute for any pre-sentence time served credit if, while sitting in the county jail, they are serving a previously imposed sentence. For OISC's purposes, a previously imposed sentence are

the obvious things where the offender goes to court and the judge gives them so many days in jail, or the parole board revokes the offender and gives them so many days in jail. But it also includes the probation jail sanctions and the local supervisory authority post-prison supervision revocations.

When an inmate comes through intake, it is OISC's process to take a look at the information in CIS to see if there are any structured sanctions that reflect a probation jail sanction or an LSA PPS revocation, and if there are, do they fall during relevant time periods. If they do, then the structured sanction form is printed out and if the decision date is included on the document then OISC simply uses that information and will deny credit for time served as appropriate for incoming inmates.

If there is no decision date provided on the structured sanction form, or if there are questions because sometimes the narrative of the sanction might reflect something that seems to contradict the decision date provided, then OISC will need to obtain further information from the field. This is done by sending a form requesting the decision date to the SOON rep in the last supervising county who is then requested to forward this to the last supervising PO. OISC then waits for that response to come back from the field. At times there has been confusion by OISC about the information that gets returned on those forms.

Q: If the issue revolves around credit for time served, why would the decision date not just be the custody begin date?

A: Because the way the statute reads, it very specifically says if they are 'serving a sentence' then they can't get pre-sentence credit for another case. When an offender is just taken in on an arrest, they are not yet serving a sentence. If the DOC sentence is consecutive to that jail sanction or PPS revocation, then any days applied to it would also be denied which would include that arrest time. If it is a concurrent sentence, then OISC could only deny the days from when it became a sentence and that would be from when it was officially ordered.

Q: It is generally the case in the field that the offender will get any credit for time served since initial arrest and placement into custody. Is it true that OISC does not give an offender credit for time served since their arrest, even if the court does?

A: The relevant date for OISC is the date that he was sentenced. The county and OISC calculate sentences differently. The county calculates the sentence from the arrest day and OISC is not involved in this calculation. Where it is relevant to OISC is once the offender is serving a DOC sentence, they cannot apply pre-sentence credit to the DOC sentence.

Q: If a PO is doing a basic sanction for say 5 days and it is not served until the third day, would the decision date be the first day that the PO decided to sanction the offender or the third day when the offender accepts the sanction?

A: This is the big question. When an offender is brought in on a violation, at some point a decision is made that the offender will serve a certain sanction. What OISC needs to know is at what point it is official. Is it official when he accepts it, or what if he does not agree and challenges it? At some point the jail has to be notified that the offender is doing so many jail days so that they know when to let him out.

Q: Each county has different levels of where a PO can impose a sanction and when it has to go higher up for approval. If it has to go to a supervisor for approval, would the decision date be when the offender says that he will accept the sanction or would it be when the supervisor approves the sanction?

A: It should be when the supervisor approves the sanction. This would be the official date.

Compact – Ruby McClorey:

New member, Kristi Reames, will be with Compact for the next year. Kristi is currently working on Transfer Investigations as part of her training. She will also be verifying the

cases that are marked victim sensitive to be sure that the case truly is a victim sensitive case.

Just a reminder that the best communication for Compact is to use the Compact General mailbox: Oregon.Interstate@doc.state.or.us

Judy has put together information for OSP regarding SID numbers being removed on Compact Offenders. Judy has outlined several reasons as to why we do not want the SID numbers removed and the problems it can cause by removing them. Laurie from OSP will pass along the information to her Supervisors. In the meantime, Judy encourages everyone to do a search in OIS by FBI # and/or Social Security number to verify offender. OIS can be accessed by F11, 5, A (Open OIS Community). Note: FBI # is case sensitive.

Tricia had a Compact Offender whose case was dismissed in their State, but her criminal record was showing that she had a felony conviction in Oregon. Judy has suggested to OSP to modify their records to show a Compact Offender is a Custody Offender rather than showing an arrest record with a Felony Conviction. However, it is the other State's responsibility to contact the Compact Office to advise if a record has been dismissed.

Jamie had received a Compact Investigation request on an Offender who was currently on INAC status, serving time in another State Prison. Should she change the status of INAC to IV or start a new cycle? Offender's current case expires in a few days, before Offender releases from other State Prison. DOC400 does not allow to change from one status to another. Hold on to the Interstate Compact paperwork until Offender's Oregon case expires, then open a new Cycle as a Compact Investigation (IV).

There is a Compact Coordinator meeting coming up in October. Date, time and location pending.

DOC – Tracey Coffman:

STTL Automation is moving forward. All releases will be available through OMS. All cases, along with the STTL cases will be able to be pulled. This includes the Police Reports and all accompanying paperwork that typically is included in the Release Packet.

The new STTL rule expanding Trans Leave from 90 days to 120 days has been updated and is now filed. Minor changes to the rule: If an Offender gets a new charge while incarcerated they will no longer be eligible for STTL. Field Investigations must be completed within 45 days. Elder abuse, DCS to a minor and DUII are no longer eligible for STTL.

Judy showed the group how to assign a Prison release plan to the Field Investigation Officer: From the Support Staff menu select option 45, select county location to view all Release Plans assigned to your 99 location, select 2 to change, go to Field Inv Officer and type in caseload number and then again on the assigned PO line. Hit enter.

DOC – Lee Cummins:

Developers are working on retiring DOC SUM WP Option 23.

Lee is working with FAUG on updating their Manual.

Lee talked about having updated versions of chair, co-chair duties so the next person to take on that duty has an idea of what to do.

The Department is submitting their technology Policy Option Package (POP) for the analysis of a new re-write of CIS. This will be an evaluation of all of our current systems in use.

DOC – Judy Bell:

The Social Security number will remain on the Kardex.

Judy talked about the Release of Public Information from the Public Information Screen. OAR 291.039 talks specifically about subsection 0015 Community Corrections Release of Information. Information can be given out from the Public Information Screen as long as you are acting in your Official Capacity. If any County Employee wants to give out information other than the routine, or for the need of Public Safety, that County should be getting approval from the Assistant Director of Community Corrections (Jeremiah Stromberg). For more information on the Release of Public Information Screen follow this link: [Release of Public Information](#)

Service Request 2681 went into production last week. When entering a condition you can now do a search by using the 3 or 4 letter code of the condition in the Work with Conditions Screen.

Judy discussed the recent question about if Community Service can move forward with the Offender upon revocation. Community Service cannot move forward. All previous conditions of probation are deleted upon revocation and the new sentence begins with a new set of conditions.

Tricia asked if a Domestic Violence Diversion can be entered as a Conditional Discharge and then closed to DISM. The Statute states that a Conditional Discharge is for a drug crime or a drug related theft. You would go ahead and enter the DV Diversion as a Diversion and close to DISM if case was dismissed.

If you would like more information on Conditional Discharge you can go to ORS 475.245, and ORS 135.881-996 for Diversion Definitions.

Tricia asked if a case is being reduced to a Misdemeanor do you change the Felony=Misdemeanor to from 'N' to 'Y'. There are 3 different options for reducing to a Misdemeanor. (1) At the time of Sentencing, (2) during the course of supervision if they

earn it, or (3) if they are allowed to move to a misdemeanor upon successful completion of supervision. These scenarios can be found in the OPS Manual 12.10.1, 12.10.2, and 12.10.3.

OPS related issues:

- Local Control/WebLEDS - Ashley read in the decision log that the group was going to ask LEDS to not make the RTP ESCA code non-purgeable like ABSC. The Manual states to use the ESCA code when an offender escapes from custody while serving a Local Control Sentence. Should the manual be updated stating that if you use the ESCA code the record will be purged from LEDS? Judy will reach out to Kevin Potter at WebLEDS to discuss the possibility of the code not being purged.

Judy discussed descriptive supplemental information being entered into an EPR. Per the LEDS Manual, supplemental information is **required** to be entered into an EPR and conditions are optional. SOON will recommend that the originating county that creates the EPR should follow the LEDS requirement of entering descriptive supplemental information. Judy will take to OACCD for approval.

- OPS Manual – Judy is still working on getting the STTL portion of the Leave chapter updated.

If a warrant is recalled/rescinded prior to an arrest there is no INOP time added. This will be updated in the manual.

- Local Control – Judy did some LC training in John Day and will be setting up LC training in the Valley. More information to follow.

When an Offender is released due to jail capacity, and moved to STND status, but time isn't served, is that the same scenario as when they are released on a Friday when the time serve date is Saturday or Sunday? Answer is no. If the jail is releasing sentence served on Friday, that's when PPS starts.

- Email Decisions – Judy wanted to make sure everyone received Jeri Stebbins email regarding Vital Statistics. You can use the Bureau of Vital Statistics Death Verification Form for free for up to 10 verifications a month for Government Agencies.

User Groups:

- SUN - Remember to put the offender name & SID number into the subject line.
- FAUG – Met May 16th & 17th in Bend. Next meeting is Aug 15th & 16th in Florence.

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- FSN – Met in Marion Co. in April. Fee training June 19th in Linn Co. and meeting in Coos Co. in July.
- OACCD – Meet July 11th & 12th in Coos Co.

Round Table:

This will be Jessica's last meeting. She is now Wasco Co. FAUG rep. Lirio Cuevas will now be the SOON Rep.

Multnomah County's DV office will be closing on July 1st, and will be moving to their downtown building.

If mailing files to Coos Co & Linn Co. they are more than happy to receive files via email to their general email.

Josephine County asks for continuing patience as they are down to 2 support staff.

Meeting Adjourned. Thank you Crook County!

Next meeting: August 9th, 2018 in Polk County