

MINUTES  
Psychiatric Security Review Board  
Administrative Meeting  
Joint Panel  
June 13, 2018  
*Approved December 12, 2018*

An administrative meeting of the Psychiatric Security Review Board was convened on June 13, 2018 at 9:30 a.m. in the fourth floor conference room of 610 SW Alder Street, Portland, Oregon 97205, Suite 420. Board members present were (in person unless otherwise indicated):

- Adult Panel – Elena Balduzzi, Psy.D., Chair; Trisha Elmer, P.P.O.; Anne Nichol, J.D. (by telephone); Scott Reichlin, M.D.; and John Swetnam.
- Juvenile Panel (all attended via phone) – Shelly Casteel, Chair; Bennett Garner, M.D.; and Kathryn Kuenzi, P.P.O.
  - Excused – Charles Kochlacs, J.D. and Catherine Miller, Ph.D.

PSRB staff present in person included Sid Moore, Interim Executive Director; and Jane Bigler, Executive Secretary, as note taker. Also present were Harris Matarazzo, J.D. and Travis Sewell, Multnomah County Deputy District Attorney.

At 9:32 a.m., Chair Balduzzi called the meeting to order and asked if there was any public comment. DDA Sewell took the opportunity to introduce himself as the new PSRB liaison for the Multnomah County District Attorney’s office and Mr. Matarazzo asked to defer his 5 minutes to the end of the meeting. Chair Balduzzi stated he would be allowed his time to speak if needed later in the meeting.

Next, Chair Balduzzi asked the Board to review meeting minutes for the following dates:

- Adult Panel only – March 7, 2018 – a member pointed out a typographical error on page 3, 6 rows from the bottom, “reporting” should be changed to “report,” and the date in the footer of the document should be changed to

“March 7, 2018.” Dr. Reichlin moved to accept these minutes with the noted changes and Mr. Swetnam seconded the motion. The motion passed unanimously from all 5 Adult Panel members.

- Juvenile Panel only – Ms. Kuenzi moved to accept the minutes as written and Dr. Garner seconded the motion. The motion passed unanimously with the 3 Juvenile Panel members.
- Joint Panel Meetings (associated with hiring a new executive director)– January 10, 2018; January 26, 2018; February 9, 2018 and May 7, 2018 – Dr. Reichlin moved to accept all four sets of meeting minutes as written and Ms. Elmer seconded the motion. The motion passed unanimously with all 8 members present.

Mr. Moore then moved to the Executive Director update:

- Legislative Update – Legislative Concepts are due on 4/13/18, but currently the Board does not plan on introducing any concepts of its own this session, but Mr. Moore reported that he continues to work with external stakeholders that are planning concepts that may affect the PSRB.
- OARs –
  - 859-010-0005(15); 859-030-0005(2); and 859-070-0040 (to be repealed): These filings amend and repeal rules consistent with the dissolution of the State Hospital Review Panel (SHRP) effective July 1, 2018. At that time all of the Tier 2 clients currently at Oregon State Hospital and under the jurisdiction of SHRP will have their jurisdiction transferred to the PSRB. Chair Balduzzi

asked if there is expected to be any fiscal impact. Mr. Moore noted that there is no anticipated fiscal impact and further opined that it should allow for more efficiency. Ms. Elmer moved to adopt these rules as amended and Dr. Reichlin seconded the motion. The motion passed unanimously.

- OARs 859-400-0005; 859-400-0010; 859-400-0020; 859-400-0035; and 859-400-0040: Minor corrections to the rules governing sex offender classification. Board members noted some grammatical/syntax errors and they originally voted to adopt the rules with the requested changes, but later, during their Executive Session, ultimately decided to table this matter for further discussion at the next administrative meeting in September.
- Budget – Mr. Moore informed the Board that the process has started for writing the 2019-21 Agency Request Budget. Part of that process is a review of the Key Performance Measures (KPM). Mr. Moore indicated that the KPMs will be ready for the Board’s review at the meeting in September. Mr. Moore further noted that the requested budget is slightly more than the 2017-19 budget as it includes the usual cost of living increases. The Board is currently about \$170,000 under budget for the 2017-19 biennium.

Dr. Balduzzi moved on to the next item on the agenda, the lateral move of clients while on conditional release. Mr. Moore noted that staff continues their efforts to get timely information from case managers.

The meeting adjourned to Executive Session at 9:55 a.m. and the guests were excused.