



Oregon Board of Parole & POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday July 26, 2010

Call to Order and Note of Attendance: The meeting was called to order at 9:06 a.m., and note of attendance made: Aaron Felton, Jeremiah Stromberg, Candace Wheeler, Darcey Baker, Michelle Mooney, and guest Lynda Beecher.

Chairperson's Comments – Aaron Felton

- **OACCD:** Aaron attended the July meeting held in Newport. Aaron gave a brief presentation about the Board's upcoming release plan pilot project. DOC Assistant Director of Transitional Services Ginger Martin was supportive of the idea. A letter detailing the project and timeframes will be submitted to DOC and all community corrections offices.
- Multnomah County discussed how the parole and probation officers are now using bikes to patrol. The bike patrols will help to save money, will make it easier for the parole officers to navigate the busy streets, will allow for more street contacts, and allows for more of a presence at festivals and city events.
- **Hearings:** Since the last Board meeting, the Board has held several hearings using the new definitions, practices, and timelines. Aaron reports that the hearings have gone well and the participants of the hearings have been staying with the timeframes.

Executive Director Update – Jeremiah Stromberg

- **Budget:** The 2011-13 biennium budget process has begun. The Agency Request Budget (ARB) is due Monday August 2, 2010. Jeremiah has been busy calculating numbers and writing narrative reports. As of today Jeremiah advises that the budget is 90% complete. In addition to the ARB, all agencies have been asked to prepare a 25% budget reduction plan that is broken down into 5% increments. Once Jeremiah and Aaron have decided what the reduction plan will be they will share it with staff.

Old Business:

- **SVDO Rules:** Mark and Jeremiah are still working on the draft rules. They will present the draft for approval at the next Board meeting.

- **Administrative Review procedure rules:** This item was deferred until the next Board Business meeting.
- **Release Plan Pilot Project:** Jeremiah and Darcey will draft a letter detailing the project and timeframes. The draft will be presented at the next Board meeting.
- **Victim Notify Project:** This project was a recommendation from the Parole Hearings Workgroup. This is a large, one time outreach to notify victims of their rights. Jeremiah recently submitted a wish list to DOC Research and Evaluation, requesting a prioritized list of all offenders under the Board's authority. Jeremiah would like the list prioritized by the inmates' hearings dates. His hope is to begin the project by concentrating on inmates who have hearings coming up. The District Attorney's Office has also asked that if possible, the list include the court case number or DA number to assist them with tracking. While this is a very large project, Jeremiah feels that it will be a great benefit to the Board by providing a cleaned up data base and a streamlined victim's process.
- **Overall Contractual Oversight of Evaluators:** This was another recommendation made by the Parole Hearings Workgroup. This is a topic that has been looked at previously by the prior executive director. Jeremiah and Aaron will begin working on this recommendation and continuing the research that was started.

New Business:

- **OAR 255-030-0027:** Long standing practice at hearings has been to allow the inmate to have only one person to speak on their behalf. With the recent rule adoptions to allow more than one victim to speak at the hearings, Candace wanted to know if the Board wished to review the rule, and consider allowing more than one person to speak on behalf of the inmate. The rule as written is not precise in its meaning. The Board will review the rule, seek legal advice, and will talk to DOC. An update will be provided at a future meeting.
- **Hearings Packet Cut-off:** The Board had a hearing recently where the staff person was preparing the hearings packet and omitted some letters from the packet based on the date of the letters. Aaron is concerned that a staff person should not be the person to make this decision, and feels that there is the risk that something could be missed that the Board would want to see. Aaron would like to see some direction from the Board on how staff should identify what is relevant. The Board would like to move away from reviewing old letters, and would like to review only letters that are submitted at the time of the current hearing. If the victim sends in old letters, these letters will be considered since they are being re-submitted. For purposes of hearings any submissions from the District Attorney, victim, offender, or any other interested persons, must be submitted no more than 6 months in advance of the hearing date. Only those documents submitted by those parties will be considered by the Board as part of the record of the hearing for which they were submitted. The Board moved to adopt this as a procedure, adopted unanimously.

Future Board Meetings:

September 27, 2010

October 25, 2010

November 22, 2010

December 27, 2010

Meeting adjourned at 10:44 a.m.