



# Oregon Board of Parole

## & POST-PRISON SUPERVISION

### Board Business Meeting Minutes Monday August 27, 2012

**Call to Order and Note of Attendance:** The meeting was called to order at 10:03 a.m., and note of attendance made: Aaron Felton, Jay Scroggin, Jeremiah Stromberg, Candace Wheeler, Shawna Harnden, and Department of Corrections (DOC) Release Services Manager, Hank Harris. Guests in attendance, Linda Harrison and Governor nominated Board members Amber Kaatz and Kristi Wings-Yanez . Excused from the meeting: DOC Director Collette Peters.

#### Meeting Minutes:

- June 18, 2012 and July 16, 2012 – edits made and approved. Seconded by Stromberg.

#### Chairperson Comments:

- Governor has nominated two individuals, Amber Kaatz and Kristi Wings-Yanez to fill Felton and Stromberg's seats. Felton's last day is Friday, August 31, 2012. Stromberg's last day will be September 30, 2012.
- Malinda Boyer, Warrants Specialist, is out on leave. Annie Williamson was hired as a temp to cover the Warrants position until Boyer returns.

#### Executive Director's Update:

- Stromberg advised on Scroggin's behalf that September 11 – 13, Scroggin, Stromberg, Harnden and Abbie Firestone, Orders Specialist, will be traveling to Baker County for the Oregon Association of Community Corrections Directors (OACCD) meeting. Along the way, stops will be made at Two Rivers Correctional Institution (TRCI) to meet with the institution counselors, Umatilla County Parole & Probation Office and Baker County Community Parole & Probation Office to meet with the staff.

#### DOC Update:

- Harris thanked Felton for his service and partnership with the Department of Corrections(DOC) while he served as Chairperson of the Board.

## **Old Business:**

- Harris advised in a cost saving effort, DOC has started working with our agency to coordinate on what needs to be done to go paperless for release plans. Board's current practice requires hard copies to be printed out. Stromberg advised the final release plan gets sent out electronically to the counties from our office so the hard copy of each is strictly for our office. Felton and Wheeler consented to the continued efforts of this project.
- Rules OAR 255-075-002 (Rights at Hearing); 255-032-0022 (Murder Review Hearings Notice); 255-030-0013 (Notification of Morrissey Hearing) – last date for public comment was 8/21/2012, no comments were received. Felton moved that all three rules be adopted permanently. Wheeler seconded, no opposition.
- Rule OAR 255-075-0035(3) Representation/Ability to Pay Attorney Fees will be published in September's newsletter.
- Division 60 – will be published in September's newsletter.
- Division 30 edits were suggested but were not finalized at previous meeting. (Went off record to review documents, back on record 10:45 a.m.) Felton moved to adopt these as temporary rules. Stromberg seconded, no opposition.

## **New Business:**

- Kristi Winges-Yanez has been working at Department of Justice as the Department of Corrections civil rights litigation counsel for the last five years.
- Amber Kaatz started her career in Community Corrections as a parole officer out of Umatilla County. For the last three years has been working at Criminal Justice Commission.
- Rule OAR 255-062-0016: Factors to be Considered in Establishing a Deferral Period Longer Than Two Years. Felton recommended the review of this rule be tabled at this time but to be done by the new Chair and Board Members at a later date.
- Stromberg advised during the transition period, the makeup of the Board will be fluctuating. For the first part of September, the Board will be operating as a two member Board. After confirmations mid- September, the Board will be operating as a three member Board until October 1, 2012. As of October 1, 2012, the Board will be operating as a two member Board until October 15, 2012, when the Board will be operating again as a three member Board.

## **Future Board Meetings:**

**September 17, 2012**

**October 15, 2012**

**November 19, 2012**

Meeting adjourned at 11:02 a.m.