



Oregon Board of Parole

& POST-PRISON SUPERVISION

Board Business Meeting Minutes Monday September 24, 2012

Call to Order and Note of Attendance: The meeting was called to order at 10:05 a.m., and note of attendance made: Candace Wheeler, Jay Scroggin, Jeremiah Stromberg, Amber Kaatz, Shawna Harnden, Department of Corrections GEC Administrator, Heidi Steward. Guests in attendance are Linda Harrison and nominated Board member Kristin Wings-Yanez

Meeting Minutes:

- August 27, 2012 – edits suggested, approved.

Vice Chairperson Comments:

- Amber Kaatz was confirmed by Senate. The Board is currently functioning as a three-member Board until September 30th when Jeremiah Stromberg will be leaving for his new position with the Department of Corrections. Starting October 1st, the Board will be functioning as a two-member Board until another member is confirmed by the Senate.

Executive Director's Update:

- Start of month, participated with Department of Corrections in research conference, which had approximately 200 attendees. A 25-minute presentation was given on what our agency does in the scheme of criminal justice. It gave an opportunity to reach out to various universities for possibility of research projects that was proposed. Two issues Scroggin brought forward at the conference was to get basic analysis of the releasing process and how it compares with evidence-based practices tools and an analysis on our violation process, especially absconds.
- Scroggin, Stromberg, Harnden, and Abbie Firestone, Orders Specialist, all attended the Oregon Association of Community Corrections Directors (OACCD) meeting in Baker County. The group stopped in at Two Rivers Correctional Institution to answer questions on release processes. They followed that by attending a meeting in Umatilla County to address questions with the Parole & Probation staff. Next day, they met with Baker County Parole & Probation staff. A common theme of the questions was on Morrissey hearing deferral processes, suspend and detains, and Exhibit R returns. Stromberg suggested continuing training on these items with the next Hearings Officer Training. Wheeler inquired on what feedback has been received from the counties regarding the

new approach to supervision conditions. Scroggin advised since the start of the road trips, the outreach to our stakeholders, there have only been a few questions and they were during the first couple of meetings. The trip to Baker resulted in no questions regarding the new approach. Stromberg advised that a topic discussed at the OACCD was actually having the local control conditions to mirror our new conditions. Both counties gave great feedback and thanked Harnden and Firestone for coming to meet with their staff.

- Scroggin and Harnden did the budget that was due August 31st. Department of Administrative Services (DAS) is allowing everyone to put 20% of current service level in for the Agency Requested Budget. Our 20% is for items that were included in the new bidding process that was submitted to the Program Funding Teams. The Governor will have his approved budget for us by December 1st.
- Customer service survey results are in. Received 109 responses with a majority from Parole & Probation. Scroggin will bring in the actual results to go over at next meeting. The results were good to excellent.
- Harnden advised that DOC started doing some clean up with old sanctions that, for whatever reason, have not been completed out. DOC ran a report to pull all of these and the total was over 8,000. Harnden and Marshall Morales, the Board's IT, worked with DOC's IT to have a code created that closes these old sanctions but advises that the Board did not take any action on this particular sanction. The code is called the CLNA meaning 'closed/no action'. Harnden and Morales are currently the only Board employees with the ability to use this code and this code can only be entered in the DOC400 system but will be seen in the Board's PBMIS system. Scroggin advised the Board doesn't have the budget to hire several temps or pay comp/overtime expenses. Scroggin will take this to OACCD on the possibility of having them pick up this project to fix these old sanctions. Wheeler expressed concern that this duty should not be left to Harnden, as she is already overburdened with extra tasks.

DOC Update:

- New Assistant Director of Community Corrections, Jeremiah Stromberg, will begin October 1, 2012.
- Two recent staff deaths over the weekend.
- Budget cuts are done for this year. In July, 21 positions were cut. DOC then had to identify another 20 positions to be cut by July 2013. Those positions have been identified with a majority being vacant positions with the exception of two or three.
- Commission on Public Safety is continuing to meet. Next meeting is this afternoon. The public safety checklist (PSC) will drive the assessment in the counties that will replace the OMCS. There are some concerns that the PSC doesn't take into account the severity of the offense.
- Scroggin asked about a possible proposal that was mentioned at the OACCD meeting regarding the extension of the short term transitional leave from 30 days to 90 days and how would that affect the Board. Steward advised it would look just like the AIP releases.

Old Business:

- Paperless release plans has mapped it out electronically. The biggest obstacle is that the Orders Specialist has potential opportunity to work out of class for four months that could start as early as November 1st. It was decided to wait to find out if the work out of class position will happen. If so the pilot will not begin until February; however, if the Orders Specialist does not get the work out of class position, then the pilot will begin in November.
- Division 30 – It was temp adopted September 18th. There are additional changes but will bring this item to next meeting in October.

New Business:

- OAR 255-040-0028: Reductions for a Severe Medical Condition or Incapacitated Elderly Person: Wheeler advised while reviewing this rule noticed that paragraph two was inaccurate. Wheeler provided suggested amendments. The release planning process would remain the same. The special conditions will be determined based on the individual needs and circumstances of the inmate, as with any release. Wheeler proposed to adopt these amendments, all in favor.

Future Board Meetings:

October 15, 2012

November 19, 2012

December 17, 2012

| Meeting adjourned at 11:05 [a.m.](#)