

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES**

March 30, 2022

1. Call to Order

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m., on Wednesday, March 30, 2022, at Mack Alford Correctional Center (MACC), 13001 North, US-69, Atoka, OK 74525.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Wednesday, October 28, 2021. An announcement was also given at least twenty-four (24) hours in advance by posting notice of the date, time, place, and agenda of the meeting at 5:00 p.m., on Monday, March 28, 2022, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 3400 North Martin Luther King Avenue in Oklahoma City, Oklahoma and at MACC, 13001 North, US-69, Atoka, OK 74525.

A. Pledge of Allegiance

Chairman Siegfried led the meeting attendees in reciting the pledge of allegiance to the United States Flag.

B. Roll Call

Chairman Siegfried asked the clerk to call roll:

Randy Chandler	Present	Stephan Moore	Absent
Betty Gesell	Present	Calvin Prince	Present
Erick Harris	Present	T. Hastings Siegfried	Present
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Present		

The roll reflected a quorum.

2. Approval of Board of Corrections Meeting Minutes

Chairman Siegfried requested approval of the meeting minutes as presented to members in the BOC packet for March 30, 2022.

A. January 26, 2022

Motion: Mr. Harris made the motion to approve the minutes. Mr. Prince seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Approve	T. Hastings Siegfried	Abstain
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Approve		

Meeting minutes for January 26, 2022, were approved by majority vote.

There was no further discussion.

3. Facility Warden Welcome

Warden David Louthan welcomed everyone and provided the following overview:

MACC is a medium-security facility that has a 236-bed minimum-security unit outside the secure fence. The mission of MACC is to provide custody and control of 805 medium and minimum-security inmates, providing a safe and secure environment during their period of incarceration through meaningful work opportunities available through industries and institutional support. The facility covers approximately 1,500 acres, which includes Agri-Services and an OCI factory. This rangeland supports a 155 head cow/calf operation.

MACC employs 116 staff members, which includes the Agri-Services, Health Services, and Education. Health Services staff assigned to MACC includes a Correctional Health Service Administrator, two Registered Nurses, four Licensed Practical Nurses, one Medical Doctor, one Dental Assistant, one Dentist, one Health Information Technician, and one secretary. Warden Louthan recognized the facility's medical unit as one of the best in the state.

Warden Louthan indicated MACC has the hardest working education staff even during a very challenging time due to COVID restrictions and state-wide lockdowns. MACC education staff continued to serve all students with homework packets delivered to each inmate. MACC offers the following inmate classes, anger management, partners in parenting, re-entry services, and a substance abuse treatment program.

In the early 1930s, MACC was used as a sub-prison of the Oklahoma State Penitentiary (OSP). Offenders assigned were "trustees" who worked the farm and cattle. Prior to 1940, the offenders were returned to OSP, and MACC became a federal, state, and local venereal disease hospital.

Early in the 1940s, the facility was used as a German prisoner-of-war camp. During the late 1940s, the state penitentiary again used the facility as a sub-prison. In 1948, the offenders were again returned to OSP, and this facility became the Stringtown Training School for White Boys. In August of 1956, the vocational rehabilitation schools were added, and the institution became known as the Vocational Training School.

In 1968, the institution erected the current fence and towers and became a medium and minimum-security sub-unit. In July 1973, the unit was separated from the main institution, and in November 1977, the name was changed to Stringtown Correctional Center, and it became a medium-security facility. On March 27, 1986, the institutional name was changed to Mack H. Alford Correctional Center in honor of Mack Alford, who served as the warden for 24 years and passed away on March 10, 1986.

There was no further discussion.

4. Director's Comments

Director Crow welcomed everyone and provided the following updates:

A. Emergency Purchase:

On March 7, 2022, an emergency was declared at Jess Dunn Correctional Center (JDCC) for the facility boiler room utility tunnel. The access tunnel from A and B

housing units to the boiler room was depressed approximately four inches. The area of concern was near the boiler room tunnel access gate due to a previous tunnel collapse in January 2019. If it were to collapse again, the natural gas and steam pipelines supplying utilities to food service and the housing units would be at risk. There was an additional concern with the OG&E transfer box located near the tunnel area. Proactive measures were taken to secure the area to prevent further damage. Steel frame reinforcements were installed within the tunnel to offer additional support until a permanent repair could be made. Repairs began on March 8, 2022, and the estimated cost to repair the tunnel is \$55,000.00

B. Officer Recognition

Officer Dustin Willbanks

Director Crow took a moment to recognize one of the agency's Officers, Officer Dustin Willbanks. Officer Wilbanks was attacked by an inmate, during the attack he was stabbed in the neck with a sharpened pencil. Although he was injured, Officer Willbanks maintained his composure and was able to gain compliance of the inmate to ensure no other injuries occurred. Officer Wilbanks recovered and returned to duty with the same positive and professional attitude he has always displayed. Officer Wilbanks has exceeded expectations in his position and embodies all the characteristics the agency looks for in an officer.

Director Crow indicated he was pleased to announce that OSP Officer Dustin Wilbanks had been selected to receive the following awards for exhibiting exceptional courage. The One Voice United National Medal of Honor- Gold Medal of Honor, Correctional Peace Officers Foundation- assault survivor (recognition), and the North American Association of Warden and Superintendents (NAAWS) 2021 Medal of Valor award.

Warehouse Supervisor Roy Gadbury

Director Crow indicated he would like to take a moment to recognize Mack Alford Correctional Center's warehouse supervisor Roy Gadbury for his heroic efforts to save a baby's life. A couple was traveling when their baby began to choke and turn blue, they quickly turned into the MACC parking lot and Roy heard the emergency across his radio. He quickly ran to their aide where he successfully dislodged an object from the baby's throat, as she was choking on a piece of plastic. This goes to show the agency will never know what the day will bring, but with employees like Dustin Willbanks and Roy Gadbury, Director Crow indicated he was confident the agency will be able to handle anything that comes its way.

C. Crisis Negotiation Team Recognition

Director Crow indicated it was his honor to announce the agency's Crisis Negotiations Team placed 3rd at the 32nd Annual Competition & Seminar in San Marcos, TX. The Crisis Negotiation Team is comprised of 21 members from across the agency. The negotiators came from all different backgrounds and positions, but they all have one thing in common. They share a passion to assist those in crisis. Each year, the team completes hours of scenario-based training and classroom instruction to sharpen their skills and knowledge in emergency operations. In January of this year, ten members of the agency's team competed at a national level against nearly two dozen crisis teams and brought home the 3rd place. Their innovation and persistence made all the difference in making this achievement possible. The dedication they have shown to our agency is highly valued by everyone at DOC.

D. Federal Communications Commission Grant Award

January 31, 2022, ODOC received a \$202,000 grant from The Federal Communications Commission to purchase new technology to care for the inmates. With the grant, ODOC will purchase six new telemedicine carts, which will allow staff to interact with doctors and other medical personnel outside the correctional facilities. This technology included state-of-the-art video communication, enabling medical professionals to diagnose injuries and ailments with increased speed and accuracy. Additionally, some of the funds will be invested in digital scopes and digital stethoscopes, which allow doctors to remotely examine the heart, ears, and mouths. It is the agency's duty to ensure the inmates can benefit from improved health outcomes made possible by technology. Director Crow indicated he applaud the health and finance units who sought out this opportunity to aid the agency in its mission.

E. American Correctional Association Audit

Last year, the agency initiated a plan to reestablish the accreditation process. Director Crow indicated he was pleased to announce that the accreditation process is officially underway. Lawton Community Correctional Center and Probation & Parole were the first to undergo this process. Both received 100% results on their mandatory and non-mandatory standards and have been recommended for accreditation. The audit results represent the agency's staff's commitment and professionalism. Their efforts have not gone unnoticed, and Director Crow is proud to be a part of this dedicated team. The agency plans to have all facilities through the accreditation process by the end of the calendar year 2024.

F. Employee Recognition

The agency's Annual Employee Recognition will be held next Tuesday, April 5, 2022. Director Crow indicated he always looks forward to an opportunity where the agency can recognize its employees. The Communications Unit created a video highlighting the award recipients. This video will be released on our website immediately following the recognition. He encouraged everyone to take the time to view the video. It is an outstanding representation of the professionalism and dedication demonstrated by the agency's employees.

There was no further discussion.

5. Inmate/Offender Population Update

Administrator of Classification and Population Travis Gray provided an overview of the inmate/offender population as of February 28, 2022. A copy of the overview was included in the BOC packet for March 30, 2022.

There was no further discussion.

6. Agency Budget Update

Chief Financial Officer (CFO) Ashlee Clemmons welcomed everyone and provided the following overview:

A. FY2022 BOC Budget Reports

CFO Clemmons provided an overview of the FY2022 BOC Budget. A copy of the overview was included in the BOC packet for March 30, 2022.

B. Oklahoma State Auditor and Inspector 2021 Audit Report

CFO Clemmons provided an overview of the Oklahoma State Auditor and Inspector 2021 Audit Report. A copy of the overview was included in the BOC packet for March 30, 2022.

There was no further discussion.

7. Legislative Update:

Chief Administrator of Government Relations Justin Wolf provided an overview of the legislative summary report. A copy of the overview was included in the BOC packet for March 30, 2022.

There was no further discussion.

8. Internal Audit Update for FY22 2nd Quarter:

Chief Administrator of Auditing and Compliance Shelly Bear welcomed everyone and provided an overview of the FY2022 Second Quarter Internal Financial Audit. A copy of the overview was included in the BOC packet for March 30, 2022.

9. Approval of Board of Correction Policy:

Chief Administrator of Auditing and Compliance Shelly Bear provided an overview and requested approval of the following policies:

- A. P-030200 "Inmate Housing, Job and Program Integration"
- B. P-100100 "Training and Staff Development Standards"
- C. P-110300 "Drug-Free Workplace Program"
- D. P-130100 "Oklahoma Department of Corrections Annual Inspections and Monitoring"
- E. P-140100 "Inmate Medical, Mental Health and Dental Care"
- F. P-150500 "Eight Year, System-wide Capital Improvement Program"
- G. P-160100 "Purpose and Function of Probation and Parole"

A copy of the overview was included in the BOC packet for March 30, 2022.

Motion: Mr. Siegfried made the motion to approve all policies. Mr. Prince seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Approve		

Approval of all above listed policies were approved by majority vote.

10. Resolution: Volunteer Appreciation Week

Chaplin Leo Brown welcomed everyone and provided an overview of the Resolution for Volunteer Appreciation Week that was included in the BOC packet for March 30, 2022. Chaplin Brown requested approval of the Resolution presented in the BOC packet acknowledging volunteers.

Motion: Mr. Harris made the motion to approve the Resolution. Dr. LaFortune seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Approve		

The Resolution was approved by majority vote.

11. Unit Spotlight:

A. Environmental Health and Safety Unit

Administrator of Environmental Health and Safety (EHS) Todd Bourland welcomed everyone and provided an overview of the EHS unit. A copy of the overview was included in the BOC packet for March 30, 2022.

12. Committee Reports – Standing Committees:

A. Executive

Chairman Hastings Siegfried

Members Calvin Prince and Dr. Kathryn LaFortune

Members in this committee discussed the proposed agenda for the board meeting and the board of corrections policies that would be presented for approval to the board.

There was no further discussion.

B. Population/ Security/ Private Prisons

Chairman Calvin Prince

Members Hastings Siegfried and Lynn Haueter

Members in this committee discussed the population update and the OIG statistics update.

There was no further discussion.

C. Public Policy/ Affairs/ Criminal Justice

Chairwoman Betty Gesell

Members Stephan Moore, Dr. Kathryn LaFortune, and Joe Griffin

No meeting was held for this committee.

There was no further discussion.

D. Audit and Finance

Chairman Randy Chandler

Members Hastings Siegfried, Lynn Haueter, and Daryl Woodard

Members in this meeting discussed the BOC budget report and the FY22 2nd Quarter Internal Financial Audit.

There was no further discussion.

E. FY22 Focus Committee

Chairman Hastings Siegfried

Members Calvin Prince and Randy Chandler

No meeting was held.

There was no further discussion.

13. Approval to Enter into Executive Session:

A. Pursuant to 25 O.S. § 307(B)(4), discussion regarding Glossip v. Chandler, CIV 14-665 OKWD

Motion: Mr. Siegfried made the motion to approve to enter into Executive Session. Mr. Harris seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Approve	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Approve		

Approval to enter into Executive Session was approved by majority vote.

14. Approval to Return from Executive Session

Motion: Mr. Siegfried made the motion to approve returning from Executive Session. Mr. Prince seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Absent	T. Hastings Siegfried	Approve
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Approve		

Approval to return from Executive session was approved by majority vote.

15. New Business

There was no new business.

16. Adjournment

Motion: Mr. Siegfried made a motion to adjourn the meeting. Mr. Prince seconded the motion.

Randy Chandler	Approve	Stephan Moore	Absent
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Absent	T. Hastings Siegfried	Approve

Lynn Haueter Absent

Daryl Woodard Absent

Dr. Kathryn LaFortune Approve

There being no further business to discuss, adjournment of the meeting was approved by majority vote at 3:19 p.m.

Submitted to the Board of Corrections By:

Signature on File

05-25-2022

Whitney Brueggert, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on May 25, 2022, in which a quorum was present and voting.

X Signature on File

Dr. Kathryn LaFortune,
Secretary Board of Corrections