

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING**

Lexington Assessment and Reception Center
15151 Highway 39
Lexington, Oklahoma
October 18, 2016

1. Call to Order and Roll Call

Michael W. Roach, Chair

Chair Roach called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:05 p.m. on Tuesday, October 18, 2016, at the Lexington Assessment and Reception Center in Lexington, Oklahoma. The final agenda was posted at 12:32 p.m. on October 17, 2016 at the Oklahoma Department of Corrections (ODOC), which is at least twenty-four hours prior to the commencement of the meeting.

Chair Roach asked the clerk to call the roll:

Kevin Gross, Member	Present	Adam Luck, Member	Present
Gene Haynes, Member	Present	Irma Newburn, Member	Present
Frazier Henke, Vice-Chair	Absent	Michael Roach, Chair	Present
Todd Holder, Secretary	Present		

Calling of the roll reflected a quorum was present.

2. Welcome/Remarks

**Greg Williams, Division Manager
West Institutions**

Mr. Williams greeted and thanked the BOC members for attending the meeting this date. He provided historical data on the facility as well as current inmate population and staffing numbers. There were no further questions or comments from members.

3. Old Business

Michael W. Roach, Chair

There was no old business to discuss.

**4. Approval of Board of Corrections Meeting Minutes from
Regular Meeting on September 13, 2016**

Michael W. Roach, Chair

Chair Roach stated the BOC had previously received the meeting minutes from September 13, 2016, for review and he would entertain a motion to approve. A copy of the meeting minutes is included in the BOC Packet for October 18, 2016.

Motion: Mr. Holder made a motion to approve the minutes and Ms. Newburn seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The minutes were approved by majority vote and there was no further discussion.

5. Approval of Board of Corrections Policies:

Michael W. Roach, Chair

- **P-070100, Provision of Food Services**
- **P-080100, Mission and Management of Correctional Industries**
- **P-110100, Uniform Personnel Standards**

Chair Roach stated the BOC had previously received the policies for review and he would entertain a motion to approve. A copy of the policies are included in the BOC Packet for October 18, 2016.

Motion: Mr. Holder made a motion to approve the policies and Mr. Gross seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The policies were approved by majority vote and there was no further discussion.

6. Approval of Appointments:

**David Parker, Division Manager
East Institutions**

- **Casey Hamilton, Warden,
Northeast Oklahoma Correctional Center**
- **Jim Farris, Warden
Jess Dunn Correctional Center**
- **Jeorld Braggs, Jr., Warden
Lexington Assessment and Reception Center**

**Greg Williams, Division Manager
West Institutions**

Mr. Parker presented a summary on the career and education of Mr. Hamilton before requesting approval from the BOC to appoint him as the warden of the Northeast Oklahoma Correctional Center (NOCC).

Motion: Mr. Luck made a motion to approve Casey Hamilton as warden of NOCC and Ms. Newburn seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The appointment was approved by majority vote.

Mr. Parker then presented a summary on the career and education of Mr. Farris before requesting approval from the BOC to appoint him as the warden of the Jess Dunn Correctional Center (JDCC).

Motion: Ms. Newburn made a motion to approve Jim Farris as warden of JDCC and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The appointment was approved by majority vote.

Mr. Williams presented a summary on the career and education of Mr. Braggs before requesting approval from the BOC to appoint him as the warden of the Lexington Assessment and Reception Center (LARC).

Motion: Mr. Haynes made a motion to approve Jeorld Braggs, Jr. as warden of LARC and Ms. Newburn seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The appointment was approved by majority vote.

7. Notification to Board of Corrections of Emergency Purchase Under \$75,000 **Joe M. Allbaugh, Director**

- **Repair or Replacement of Main Water Well Pump for Lexington Assessment and Reception Center and Joseph Harp Correctional Center.**

In accordance with 61 O.S. § 130.B, Director Allbaugh notified the BOC members of his authorization of an emergency purchase to repair the water wells shared by the Lexington Assessment and Reception Center and the Joseph Harp Correctional Center. Estimated cost of repairs was \$36,000.

There was no further discussion.

8. Monthly Update of FY 2017 Agency Budget **Ashlee Clemmons, Chief Administrator
Business Services**

Ms. Clemmons provided the agency's final FY 2016 budget update as of August 31, 2016. A copy of the update is included in the BOC Packet for October 18, 2016.

There was no further discussion.

9. Approval of Expenditure of \$10.1M Returned to the Oklahoma Department of Corrections **Joe M. Allbaugh, Director**

Director Allbaugh updated the BOC members on the return of \$10.1 million to the agency. He requested approval by the BOC to provide a one-time stipend of \$1,750 to every employee with at least six months of service.

Motion: Mr. Gross made a motion to approve the one-time stipend of \$1,750 to every employee and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The stipend was approved by majority vote.

10. Quarterly Update of Financial Internal Audits (April 1 – June 30, 2016) **Patrick Donnelly, Auditor
Compliance & Auditing**

Mr. Donnelly provided the BOC members with the findings and corrective actions taken from the Financial Internal Audits for the fourth quarter of FY 2016. A copy of the update is included in the BOC Packet for October 18, 2016.

There was no further discussion.

11. Monthly Update of Offender Population **Laura Pitman, Ph.D., Division Manager
Field Services**

Dr. Pitman provided the agency's population update as of August 31, 2016. A copy of the update is included in the BOC Packet for October 18, 2016. The BOC members and staff discussed the changes in population at the North Fork Correctional Center.

There was no further discussion.

12. Legislative Update

Marilyn Davidson, Legislative Liaison

Ms. Davidson provided an update to the BOC members on Interim Studies and plans for upcoming legislative session. She noted that the bill request deadline is December 9, 2016. Ms. Davidson also updated the members on the recent Justice Reform Initiative meeting that she and Dr. Laura Pitman attended in Washington, DC.

There was no further discussion.

15. Committee Reports

Committee Chairs

Chair Roach asked the committee chairs for their reports.

- **Audit/Finance Committee**

The committee met on October 17, 2016 and discussed the financial internal audits and agency budget updates provided to the BOC members this date. There was nothing further to add to those reports.

- **Corrections/Criminal Justice Reform Committee**

The committee met on October 18, 2016 and discussed the Criminal Justice Reform Taskforce. There was nothing further to add.

- **Public Policy/Public Affairs Committee**

The committee met on October 18, 2016 and discussed legislative initiatives which are being proposed by the agency. The committee agreed to meet again prior to the next BOC meeting in November to further discuss the recommendations. Approval of the legislative initiatives will be on the agenda for the next meeting. There was nothing further to add.

- **Population/Private Prisons Committee**

The committee met on October 18, 2016, but there was nothing further to add from this meeting.

- **Executive Committee**

The committee met on October 12, 2016 to set the agenda for the meeting this date. There was nothing further to report from this meeting.

16. New Business

Michael W. Roach, Chair

There was no new business to discuss.

17. Announcements

Michael W. Roach, Chair

Director Allbaugh thanked the warden and staff at JDCC for hosting the meeting this date and providing a tour to the BOC members prior to the meeting.

18. Approval to Adjourn for Executive Session for:

David Cincotta, General Counsel

- **Discussion of Pending Investigations and/or Lawsuits**
 - *Homicide of Inmate John Vaughan #278519 at Dick Conner Correctional Center (case number IG 16-0133)*
 - *Suicide of Inmate Robert Bishop #180696 at John Lilley Correctional Center (case number IG 16-0145)*
 - *Homicide of Richard Wisener #721688 at Joseph Harp Correctional Center (case number IG 16-0151)*
 - *Savage v. Fallin, et al., US Court of Appeals for the Tenth Circuit, case number 16-6083; US District Court (Western District of Oklahoma) case number 15-CV-01194-HE*
 - *Tiffie v. Corrections Corporation of America, Inc., et al., Payne County District Court case number CJ-2016-378*

Mr. Cincotta advised the items listed on the agenda would require adjournment to Executive Session for engaging in confidential communications between the BOC and its attorney. He recommended Chair Roach entertain a motion to adjourn.

Motion: Mr. Haynes made a motion to adjourn to Executive Session and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The adjournment to Executive Session was approved by majority vote and the BOC adjourned at 1:39 p.m.

19. Approval to Return from Executive Session **David Cincotta, General Counsel**

The BOC returned to the meeting room at 2:14 p.m. and Mr. Cincotta advised the BOC of the approval needed to return from Executive Session.

Motion: Ms. Newburn made a motion to return from Executive Session and Mr. Haynes seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The return was approved by majority vote and the BOC resumed the meeting at 2:14 p.m.

20. Adjournment **Michael W. Roach, Chair**

There being no further business to come before the BOC, Chair Roach requested a motion to adjourn the meeting.

Motion: Mr. Luck made a motion to adjourn the meeting and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The adjournment was approved by majority vote and the meeting ended at 2:16 p.m.

Submitted to the Board of Corrections by:

[signature on file]

Kimberley Owen, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on the seventeenth day of November 2016, in which a quorum was present and voting.

Approved by:

[signature on file]

John T. Holder, Secretary
Board of Corrections

Date