

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
November 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, November 30, 2022, at Mabel Bassett Correctional Center, 29501 Kickapoo Rd., McLoud, OK 74857.

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 12:00 p.m., on Monday, November 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 73111.

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	Present
Betty Gesell	Present	Calvin Prince	Present
Erick Harris	Present	T. Hastings Siegfried	Present
Lynn Haueter	Present	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 November 30, 2022.

A. October 26, 2022

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

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

The meeting minutes from October 26, 2022, were approved by majority vote.

3. Chairman's Welcome

Chairman Siegfried welcomed everyone to the BOC meeting.

4. Facility Warden Welcome

Warden Aboutanaa Elhabti welcomed everyone and provided an overview of Mabel Bassett Correctional Center (MBCC).

5. Director’s Update

A. Emergency Purchases

Ruptured sewer line:

On November 1, 2022, the agency declared an emergency at MBCC due to a sewer line rupture. Director Harpe indicated the total cost of the repair was \$218,000.

6. Legislative Update

Legislative Initiatives

Chief Administrator of Communications Justin Wolf provided an overview of the agency’s legislative initiatives. Vice Chair Prince expressed concerns with the “Elimination of Intermediate Revocation Facilities” and requested additional information before voting on the topic.

Motion: Mr. Prince made the motion to approve the legislative initiatives with the exception of topic number 6 entitled “Elimination of Intermediate Revocation Facilities”. Mr. Harris seconded the motion.

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

7. Inmate/Offender Population Update

Chief Administrator of the Division of Institutions Jason Bryant provided an overview of the inmate/offender population as of October 31, 2022. A copy of the overview was included in the BOC packet for November 30, 2022.

8. Community Sentencing Contract-Fixed Rates

Administrator of Community Sentencing Melinda Guilfoyle provided an overview on the contract. A copy of the contact was included in the BOC Packet for November 30, 2022.

Motion: Dr. LaFortune made the motion to approve the “Community Sentencing Contract-Fixed Rates”. Mr. Chandler seconded the motion.

Randy Chandler	Approved	Stephan Moore	Approved
Betty Gesell	Approved	Calvin Prince	Approved
Erick Harris	Approved	T. Hastings Siegfried	Approved
Lynn Haueter	Approved	Daryl Woodard	Absent

9. Agency Budget Update:

CFO Clemmons welcomed everyone and provided the following overview:

A. BOC Budget Reports

Chief Clemmons provided an overview of the BOC Budget. A copy of the overview was included in the BOC packet for November 30, 2022.

10. Approval of Board of Corrections Policy:

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

- A. P-020700 entitled “Oklahoma Department of Corrections Data System Management”**
- B. P-030100 entitled “Provisions of Services/Inmate Rights and Responsibilities”**
- C. P-040100 entitled “Security Standards for the Oklahoma Department of Corrections”**
- D. P-050100 entitled “Emergency Plans for the Oklahoma Department of Corrections”**

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

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

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

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

11. Committee Reports – Standing Committees:

A. Executive

Chairman Hastings Siegfried

Members Calvin Prince and Randy Chandler

Members in this committee discussed the proposed BOC agenda, BOC policies, Legislative Initiatives, and finalized CY23 BOC dates and locations.

B. Population/ Security/ Private Prisons

Chairman Calvin Prince

Members Hastings Siegfried and Lynn Haueter

Members in this committee discussed the Population Update and Oklahoma Inspector General Statistics Update.

C. Public Policy/ Affairs/ Criminal Justice

Chairwoman Betty Gesell

Members Stephan Moore, Dr. Kathryn LaFortune, and Darryl Woodard

No meeting was held.

D. Audit and Finance

Chairman Randy Chandler

Members Hastings Siegfried, Lynn Haueter, and Erick Harris

Members in this meeting discussed the BOC Budget Reports.

12. New Business

There was no new business.

13. Approval to Enter into Executive Session:

Motion: Mr. Siegfried made the motion to Enter into Executive Session at 2:42 p.m. Mr. Prince seconded the motion.

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

14. Approval to Return from Executive Session:

Motion: Mr. Harris made the motion to Return from Executive Session at 4:02 p.m. Mr. Haueter seconded the motion.

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

15. Adjournment

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

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

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 4:02 p.m.

Submitted to the Board of Corrections By:

Signature on file

Toni Lee, Minutes Clerk

02/28/2023

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on January 25, 2023, in which a quorum was present and voting.

X

Signature on file

Stephan Moore, Secretary
Board of Corrections