

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
September 25, 2024**

1. Call to Order

Chairman Stephan Moore called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:04 p.m., on Wednesday, September 25, 2024, at the Lawton Correctional and Rehabilitation Facility, 8607 SE Flower Mound Road, Lawton, OK.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Monday, December 11, 2023. 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 8:55 a.m., on Tuesday, September 24, 2024, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 4345 N. Lincoln Blvd, Oklahoma City, OK 73105.

A. Pledge of Allegiance

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

B. Roll Call

Chairman Moore asked the clerk to call roll:

Rhonda Bear	Absent	Stephan Moore	Present
Joseph Brantley	Present	Jake Parsons	Present
Randy Chandler	Present	T. Hastings Siegfried	Present
Sunne Day	Present	Daniel Snead	Present
Alex Gerszewski	Absent		

The roll reflected a quorum.

2. Approval of Board of Corrections Meeting Minutes

Chairman Moore requested approval of the meeting minutes as presented to members in the BOC packet for September 25, 2024.

A. June 26, 2024 Meeting Minutes

Motion: Mr. Siegfried made the motion to approve the minutes. Mr. Snead seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Abstained	Daniel Snead	Approved
Alex Gerszewski	Absent		

The meeting minutes from June 26, 2024, were approved by majority vote.

3. Chairman's Update

Chairman Moore welcomed everyone to the Board of Corrections meeting and thanked Lawton Correctional and Rehabilitation Facility warden and staff for hosting.

4. Director’s Update

Director Steven Harpe gave agency updates including the welcoming of James Black, GEO Group Representative and the transition of LCRF from being operated by GEO to the Oklahoma Department of Corrections (ODOC). ODOC is launching body cams for all officers on October 1, 2024. Executive staff have been working on the new agency mission statement, vision, values and pillars and will be presented as they are finalized.

5. Warden’s Welcome Lawton Correctional and Rehabilitation Facility (LCRF)

Warden Jim Farris gave an overview of LCRF. This facility houses 2,388 medium security and protective custody inmates and has various education programs including 231 enrolled in GED and 21 graduating this year. The staff is working to increase programing availability.

6. Unit Spotlight

Basic Peace Officer and Corrections Academy (BPO&C)

Chief Administrator of BPO&C Academy Anthony Johnston gave an overview of the BPO&C Academy which has graduated 314 officers since starting the academy in 2023. Mr. Johnston reviewed the focus of training, current initiatives and highlighted staff with expertise in their areas.

7. Approval of BPO&C Academy Curriculum Addition

Chief Administrator of BPO&C Academy Anthony Johnston reviewed the new curriculum “Introduction to Adult Corrections” and requested approval. A copy of the curriculum was included in the BOC packet for September 25, 2024.

Motion: Mr. Parsons made the motion to approve the Introduction to Adult Corrections BPO&C Academy curriculum. Mr. Siegfried seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The Introduction to Adult Corrections BPO&C Academy curriculum was approved by majority vote.

8. Warden Appointments

Chief Administrator of Operations James Rudek welcomed the board and requested approval for the following Warden appointments:

A. MBCC Interim Warden Scott Tinsley

Chief Administrator of Operations James Rudek provided the biography of Interim Warden Scott Tinsley and requested approval for his appointment to Warden at Mabel Bassett Correctional Center. A copy of the biography was included in the BOC packet for September 25, 2024.

Motion: Mr. Siegfried made the motion to approve Scott Tinsley as Warden for Mabel Bassett Correctional Center. Mr. Snead seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The appointment of Scott Tinsley as MBCC Warden was approved by majority vote.

B. JEHCC Interim Warden Richard Williams

Chief Administrator of Operations James Rudek provided the biography of Interim Warden Richard Williams and requested approval for his appointment to Warden at Jim E Hamilton Correctional Center. A copy of the biography was included in the BOC packet for September 25, 2024.

Motion: Mr. Snead made the motion to approve Richard Williams as Warden for Jim E. Hamilton Correctional Center. Chairman Moore seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The appointment of Richard Williams as JEHCC Warden was approved by majority vote.

9. Approval of Delegation Authority to the Director to Declare Emergencies Pursuant to 61 OS §130 (B):

General Counsel Kari Hawkins requested approval of Approval of Delegation Authority to the Director to Declare Emergencies Pursuant to 61 OS §130 (B): *

A. The governing body of a public agency may, upon approval of two-thirds (2/3) majority of all of the members of the governing body, delegate to the chief administrative officer of a public agency the authority to declare an emergency whereby the provisions of the Public Competitive Bidding Act of 1974 with reference to notice and bids shall not apply to contracts less than Seventy-five Thousand Dollars (\$75,000.00) in amount; provided, such authority of the Department of Transportation and the Oklahoma Turnpike Authority shall not extend to any contract exceeding Seven Hundred Fifty Thousand Dollars (\$750,000.00) in amount and such authority of the Department of Corrections shall not extend to any contract exceeding Two Hundred Fifty Thousand Dollars (\$250,000.00) in amount for situations in which the emergency impacts the conditions of confinement, health and safety of correctional officers and inmates in the custody of the Department of Corrections.

Motion: Mr. Siegfried made the motion to approve the Approval of Delegation Authority to the Director to Declare Emergencies Pursuant to 61 OS §130 (B):. Ms. Day seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
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Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The Approval of Delegation Authority to the Director to Declare Emergencies Pursuant to 61 OS §130 (B): was approved by majority vote.

10. Agency Budget Update

A. FY25 DOC Budget Report

Chief Financial Officer Ashlee Clemmons welcomed everyone and provided an update on the year-to-date financials as of August 31, 2024. The financial reports were included in the BOC packet for September 25, 2024.

B. FY26 Budget Request

Chief Financial Officer Ashlee Clemmons provided a review and requested approval on the FY26 Budget Request. The report was included in the BOC packet for September 25, 2024.

Motion: Mr. Chandler made the motion to approve the FY26 Budget Request. Mr. Brantley seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The FY26 Budget Request was approved by majority vote.

11. Inmate/Offender Population Update

A. Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population as of August 31, 2024. A copy of the overview was included in the BOC packet for September 25, 2024.

B. Mr. Castleberry submitted the bed capacity adjustments report for the Board of Corrections review and approval. A copy of the report was included in the BOC packet for September 25, 2024.

Motion: Mr. Siegfried made the motion to approve the bed capacity adjustments. Mr. Brantley seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved

Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The bed capacity adjustments were approved by majority vote.

12. Approval of P-020600 – “Legislative Initiative Process”

Chief Administrator of Quality Assurance Kathi Sappington reviewed the policy revision for P-020600 – “Legislative Initiative Process” for approval. The revised policy with markup was included in the BOC packet for September 25, 2024.

Motion: Mr. Siegfried made the motion to approve the policy revision for P-020600 – “Legislative Initiative Process”. Chairman Moore seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

The policy revision for P-020600 – “Legislative Initiative Process” was approved by majority vote.

13. Appointment of Members to Committees

Chairman Moore introduced two new BOC members, Sunne Day and Jake Parsons and tabled the appointment of members to committees until the October BOC meeting.

14. Committee Reports – Standing Committees:

A. Executive

Chairman Hastings Siegfried

Members Randy Chandler and Rhonda Bear

Members in this committee discussed the proposed BOC agenda and current litigation.

B. Public Policy/Affairs/Criminal Justice

Chairman Rhonda Bear

Members Alex Gerszewski, Dan Snead and Hastings Siegfried

Members in this committee discussed the Legislative initiative processes, Public Relations initiatives, Community Outreach initiatives and Reentry programs including Birth Certificate and ID disbursements.

C. Population/Security/Private Prisons

Chairman Hastings Siegfried

Members Alex Gerszewski, Daniel Snead and Stephan Moore

Members in this meeting discussed population, Oklahoma Inspector General statistical updates, Office of Threats and Intelligence updates and Private Prisons security and contract updates.

D. Audit and Finance

Chairman Randy Chandler

Members Joseph Brantley and Hastings Siegfried

Members in this meeting discussed the BOC Budget Reports ending on August 31, 2024, and the FY2026 Budget Request.

15. New Business

There was no new business.

16. Adjournment

Motion: Mr. Snead made a motion to adjourn the meeting. Ms. Day seconded the motion.

Rhonda Bear	Absent	Stephan Moore	Approved
Joseph Brantley	Approved	Jake Parsons	Approved
Randy Chandler	Approved	T. Hastings Siegfried	Approved
Sunne Day	Approved	Daniel Snead	Approved
Alex Gerszewski	Absent		

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:36 p.m.

Submitted to the Board of Corrections By:

Signature on file

09-25-2024

Toni Lee, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on September 25, 2024, in which a quorum was present and voting.

Signature on file

Rhonda Bear, Secretary
Board of Corrections