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Section-06 Classification and Case Management	OP-061001	Page: 1	Effective Date: 09/16/2024
GPS Surveillance Program	ACA Standards: 4-APPFS-1A-03, 4-APPFS-2A-08, 4-APPFS-2A-09, 4-APPFS-2A-13, 4-APPFS-2A-16, 4-APPFS-2B-01, 4-APPFS-2B-02, 4-APPFS-2B-03, 4-APPFS-2B-04, 4-APPFS-2B-11, 4-APPFS-2C-03, 4-APPFS-2C-04, 4-APPFS-2E-01		
Steven Harpe, Director Oklahoma Department of Corrections			Signature on File

Electronic Monitoring Program/Global Position Satellite Surveillance (GPS) Program

The Oklahoma Department of Corrections (ODOC) provides eligible inmates the opportunity for supervised reintegration through home confinement, work release and community-based treatment and support programs. (4-APPFS-2C-04) All inmates placed into supervised reintegration will be subject to continuous monitoring utilizing electronic monitoring technology and will be supervised by probation and parole officers. This procedure sets forth the eligibility criteria and the referral process for placement and supervision of inmates on the Global Position Satellite (GPS) and the Electronic Monitoring Program for DUI Offenders (EMP) programs.

For the purpose of this procedure, the term “inmate” applies to individuals under supervision of the Oklahoma Department of Corrections (ODOC).

I. GPS Program Criteria

Inmates that have been processed and received into ODOC may be considered for program placement in accordance with OP-060204 entitled “Inmate Transfers” when the following criteria is met:

A. Eligibility Criteria

1. Inmates with an eligible crime listed on “Lower Security Eligibility by Crime and Years to PRD” (OP-060204, Attachment C) who are serving a sentence of 10 years or less will be eligible for consideration of GPS. Inmates serving a sentence length of more than 10 years will have less than three years to projected release date to be eligible.

2. Inmates who have served a minimum of 30 days on current incarceration.

B. Disqualifying Criteria

1. No felony warrants or detainers;

2. No convictions under 21 O.S. § 13.1;

3. No conviction of Driving under the Influence/Driving under the Influence of Drugs who are not receptive to treatment (47 O.S. § 11-902);

4. No conviction of Domestic Abuse;

5. No active protection order (21 O.S. § 644);

6. No conviction of Aggravated Assault and Battery upon any Law Enforcement (21 O.S. § 650);

7. No conviction pursuant to subsection F of 63 O.S. § 2-401 of Title 63 Manufacture/Distribution w/in restricted zones;

8. No inmates deemed to be a security risk or threat to the public;

9. No inmates requiring educational, medical or other services or programs not available in a community setting;

10. No inmates convicted of a sex offense that, upon release from incarceration, would be required by law to register pursuant to the Sex Offenders Registration Act;

11. No current sentence for any crime listed in “Crimes Against Children” (OP-060104, Attachment A) entitled.

12. No inmates convicted of exploitation of a vulnerable adult pursuant to 21 O.S. § 843.3;

13. No conviction of racketeering activity as defined in 22 O.S. § 1402;

14. No active escape points.

15. No active misconducts; or

16. Will have a valid home offer. (The home offer cannot have a have a current or past protective order between the resident and the inmate.)

Inmates that meet the above criteria and that are eligible for EMP/GPS placement in accordance with "Lower Security Eligibility by Crime and Time" (OP-060204, Attachment C) will have a parole/release plan submitted in ICON.

C. Eligibility Review Process

1. Eligibility will normally be determined at the assessment and reception center. Eligibility will also be reviewed at subsequent classification/adjustment review periods and documented on such forms and in case notes. The reason an inmate is determined to be ineligible for the program will be noted in the case notes.

2. The assigned facility case manager will review all case notes, arrest reports, violation reports and supplement reports for previous periods of probation and/or parole supervision to ensure there were no instances of behavior that would indicate the inmate poses a risk that is not otherwise substantiated. All violation reports and supplement reports submitted during the five years immediately preceding the current term of incarceration may be submitted with the placement packet.

3. Upon determining an inmate is eligible for placement, the assigned facility case manager will obtain a proposed residence and employment offer from the inmate. The assigned facility case manager will contact the individual providing the residential offer and explain the rules and conditions of the GPS program and verify the residential offer is valid and lawful. If the home offer is more than 120 days old, the case manager will need to call the home offer to re-verify and case note.

4. A complete parole/release plan and information required for a transfer request will be completed in accordance with OP-060204 entitled "Inmate Transfers" along with the following information:

   a. Current copy of the "Inmate Job Information Card" (OP-090110, Attachment C);

   b. "Rules and Conditions of GPS Surveillance Program" (Attachment D) signed by the inmate;

   c. "Notice for Inmates Assigned to the GPS Surveillance Program" (Attachment F) signed by the inmate;

   j. The orientation form "Inmate GPS Orientation Guidelines and Procedures" (Attachment B) signed by the inmate.

5. If approved by the facility head, the request will be entered into ICON. Normally, parole/release plans will be prepared and submitted for

review thirty days prior to the actual eligibility date of the inmate. The date the inmate is eligible for the program will be noted in the case notes. The following criteria will be considered when making placement decisions.

a. Inmate has an appropriate home offer which has been verified by Probation and Parole;

b. Inmates who previously received SSI or SSA benefits or who have viable support from a spouse or sponsor will not be excluded from participating in the GPS program;

c. Inmate has no predatory misconducts from the current incarceration. Predatory misconducts include any X-1 thru X-10 misconduct, 01-4 or 04-8 prior to November 01, 2015.

d. Any aggravating circumstances of the offense (to include prior offenses).

6. Once an inmate is determined eligible and appropriate:

a. The facility head will ensure the Parole/Release Plan is submitted through ICON. The gatekeeper in the jurisdiction of the location where the inmate is wanting to live will submit the verification to the proper team supervisor. The team supervisor or area GPS coordinator will then assign the verification request to a field officer for verification of the proposed residence, and completion of the local records check.

b. The team supervisor or gatekeeper will return the approved or denied Parole/Release Plan to the assigned case manager within ten working days of the residential offer being submitted. The team supervisor or gatekeeper will ensure that the residential offer being made is suitable. Any denial of a proposed home offer will be reviewed by the assistant regional supervisor.

(1) The field officer conducting the home offer will send any information regarding outstanding warrants along with the Parole/Release plan denial through ICON to the facility submitting the request. The facility case manager is then responsible for determining if a detainer has been filed or requested.

(2) Misdemeanor warrants, which cannot be resolved until the inmate is released will be noted in the case notes. Upon the release of the inmate, the supervising officer will notify the jurisdiction where the misdemeanor

warrant is outstanding and make arrangements for the resolution of the warrant. If the jurisdiction chooses to place the inmate in custody to resolve the warrant, the officer will make arrangements with the jurisdiction to take custody of the inmate. The officer will be responsible for placing an ODOC hold on the inmate and, if applicable upon release, the regional office will resume supervision of the inmate under the GPS Program.

c. Upon approval of the placement request by the submitting facility, the parole/release plan is submitted to the population office. The population office reviews the request to ensure it is complete, has a verified residential offer and meets the eligibility requirements.

(1) The population office will provide prior notification to the required law enforcement entities of the proposed placement utilizing the "Law Enforcement Notification of GPS Placement" (Attachment G). The population office will transmit this notification to the appropriate jurisdiction no less than one week prior to the proposed placement of the inmate. (4-APPFS-1D-01)

(2) If the GPS placement is denied, the information will be documented in ICON.

(3) GPS placement is confirmed by the Population Office via an electronic message with the placement date when the transfer is confirmed.

d. On the date an inmate is approved for transfer:

(1) The facility will conduct a drug test on the inmate within 24 hours prior to transfer to the supervising region. If the drug test is positive, the inmate's transfer to GPS is canceled by immediately notifying the Population Office and the receiving region;

(2) The facility will ensure a current photograph of the inmate is taken and is entered into ICON;

(3) If the inmate is currently prescribed prescription medication, the inmate will be issued a 14 day supply of the medication;

(4) The facility will ensure the GPS equipment is activated and is placed on the inmate prior to transfer. It is the supervising officer's responsibility to ensure the

inmate's equipment is properly transferred and assigned within the vendor software once the inmate reports for supervision;

(5) The records unit will notify the business office of pending transfers as soon as notification of the transfer is received. The business office will ensure the inmate is issued a check for all funds in their draw account and mandatory savings account;

(6) The facility will ensure the inmate has transportation to the supervising region. The field file will be transferred to the supervising region. Medical files of inmates assigned to the GPS Surveillance Program, will be maintained by the closed records medical unit. If an inmate is returned to a facility due to removal from the program, the receiving facility will request the medical file from the medical closed records unit; and

(7) The inmate will be given reporting instructions to include the date and time to report as well as the regional office or sub-office location. The inmate may be approved for an "escorted leave" per OP-031001 entitled "Inmate Escorted Leave/Activities" for the purpose of initial reporting to the supervising region. The leave will allow sufficient travel time, based on mode of transportation, from the facility to the supervising region. (4-APPFS-2C-03)

7. All movement to the GPS program will occur on Tuesdays and Thursdays with a reporting time at the regional office of 2:00 p.m. It is the responsibility of the inmate to make arrangements with their employer for approved time off in order to complete program orientation and enrollment.

8. The receiving region will notify the Restitution and Accounting unit of all placements into the GPS program within 48 hours of transfer.

II. Inmate Supervision

Probation and parole will be responsible for the supervision of inmates assigned to the GPS program in accordance with OP-161001 entitled "Specialized Programs Case Management."

III. References

Policy Statement P-060100 entitled "Classification and Case Management of Inmates/Offenders"

OP-031001 entitled “Inmate Escorted Leave/Activities”

OP-060102 (M/F) entitled “Initial Custody Assessment Procedures”

OP-060204 entitled “Inmate Transfers”

OP-090110 entitled “Work Release/Halfway House”

OP-161001 entitled “Specialized Programs Case Management”

21 O.S. § 13.1

21 OS. § 644

21 O.S. § 650

21 O.S. § 843.3

22 O.S. § 1402

47 O.S. § 11-902

57 O.S. § 510.9

57 O.S. § 510.10

63 O.S. § 2-401

IV. Action

The Chief Administrator of Operations and the Administrator of Classification and Population are responsible for the compliance of this procedure and the annual review and revisions.

Any exceptions to this procedure will require prior written approval from the agency Director.

This procedure is effective as indicated.

Replaced: OP-061001 entitled “Global Position Satellite Surveillance Program” dated October 23, 2020

Distribution: Policy and Operations Manual
Agency Website

Attachments	Title	Location
Attachment A	"Mandatory Overrides Based on the Offense Severity Categories"	OP-060102(M/F)
Attachment B	"Inmate GPS Orientation Guidelines and Procedures"	Attached
Attachment D	"Rules and Conditions for GPS Surveillance Program"	Attached
Attachment F	"Notice for Inmates Assigned to GPS Surveillance Program"	Attached
Attachment G	"Notification of Global Position Satellite Surveillance Program Placement" (Law Enforcement Notification)	Attached
Attachment H	"GPS Residence and Employment Verification Request"	Attached
Attachment C	"Inmate Job Information Card"	OP-090110