

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES**

December 1, 2021

1. Call to Order

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:01 p.m., on Wednesday, December 1, 2021, at Oklahoma State Reformatory (OSR), 1700 East First St., Granite, OK 73547.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Wednesday, October 21, 2020. An amended meeting notice changing the date and location was posted with the Oklahoma Secretary of State on May 26, 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 10:02 a.m., on Tuesday, November 30, 2021, 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 OSR, 1700 East First St., Granite, OK 73547.

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	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	Absent		

Calling of the roll reflected a quorum was present.

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 December 1, 2021.

A. October 27, 2021

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

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

Meeting minutes for October 27, 2021, were approved by majority vote.

There was no further discussion.

3. Facility Warden Welcome

Warden Chad Dennis welcomed the Board Members, Director Crow and attendees then provided the following overview:

Warden Dennis indicated the facility is currently in a huge renovation, processing from a community corrections center back to a medium correctional facility. The facility housing will hold about 1,900 medium inmates and expecting approximately 799 inmates by end of January. The facility also has 200 minimum security inmates for the local workforce. Oklahoma State Reformatory (OSR) has a rich history, the facility had the first accredited high school behind prison walls in the nation. The facility also had the first female warden of a male institution in the nation. The most notable inmates that were housed at OSR were Wiley Post and the Choctaw Kid.

There have been several bond projects that have been completed. The facility has a completely resurfaced parking lot, perimeter road, and a brand-new water tower. The water tower is no longer gravity fed from the mountain and is the state-of-the-art system. The facility has all new air conditioner units for the entire facility to be more economical and as well as a new LED system and hot water system. This facility is one of the greenest prisons in the state at this time. The facility has recently been painted and new flooring throughout the facility. Warden Dennis indicated the sidewalks that were here when he first started for the agency are now being replaced. As the facility moves forward, they are going to bring in more staff. The facility is currently fully staffed on support staff but slightly under staff on correctional officers, but the numbers are improving. Within the last three months the facility went from three nurses to almost fully staffed having only one vacancy in the medical unit. The staff are currently waiting for inmates to arrive.

There was no further discussion.

4. Director's Comments

On behalf of Director Crow, Chief of Operations Justin Farris welcomed everyone and provided the following updates:

A. William S. Key Correctional Center Update

The closure of William S. Key Correctional Center (WSKCC) is in progress and on track to vacate by the original January deadline. As of November 5th, all inmates have been relocated to other facilities. Inmates were assessed and placed at facilities that met their needs. When the agency accounted the WSKCC closure the agency had 142 staff members employed at WSKCC. Of the original 142 staff members, 69 chose to transfer to another location within the agency, 14 were eligible for retirement and did so, and 59 chose to resign.

Currently today, 17 support staff, three medical and 15 security staff remain at the facility. These staff members are assisting with the repurposing of the facility's inventory and maintaining the facility until the agency relinquishes ownership. The relocation of the CareerTech to Jim E. Hamilton Correctional Center (JEHCC) and Bill Johnson Correctional Center (BJCC) was completed on November 15th. Our Agri- services continues to disperse operations. All cattle,

crops, and equipment will be relocated by December 17th. All vendors have been notified that the services will end December 31st. The agency continues to work with the Oklahoma Management Enterprise Services Real Estate and Leasing Services (OMES REALS) on all aspects of this property. OMES REALS has oversight of all leasing and management of state properties. All external inquiries related to WSKCC and the property itself have been directed to OMES REALS.

B. Vaccine Update

I. Influenza Vaccinations

Clinics began in September. As of Monday, 4,896 inmates have received the vaccination, and 2,782 elected to not receive the vaccination. Currently, our unvaccinated population has risen approximately 10% this year compared to previous years. Our Chief Medical Officer is closely monitoring the vaccination rate and is making it a priority to educate and encourage inmates to receive the vaccination going forward and into the season. Inmates may request a vaccination at any time and clinics will run through April 2022. At this time, the agency has not experienced an outbreak. The facilities have maintained certain pandemic precautions such as encouraging staff to wear masks, requiring inmates to wear masks in common areas, social distancing, isolation and quarantining as necessary, and allowing visitation by appointment only.

II. COVID-19 Vaccinations

Since February 2020, the agency has provided 14,664 vaccinations to the inmate population which is an approximately 69% vaccination rate. Since September 2021, the agency has provided 1,111 booster vaccinations. New receptions are encouraged to receive the vaccination and/or booster. The agency experienced a small rise in positive cases in mid-November with a spike of 23 positive inmates, but as of yesterday, the agency had only 4 active COVID-19 cases. The agency continues to work with the Oklahoma Department of Health Services to monitor the COVID trends and variations to ensure the best practices are maintained.

There was no further discussion.

5. Inmate/Offender Population Update

Chief Administrator of Institutions Jason Bryant provided an overview of the inmate/offender population as of October 31, 2021. A copy of the overview was included in the BOC packet for December 1, 2021.

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 December 1, 2021.

There was no further discussion.

7. 50th Anniversary of Oklahoma CareerTech Skills Center

State Director of Oklahoma Department of Career and Technology Education Dr. Marcie Mack welcomed everyone and indicated it was her honor to be at the board meeting and celebrate the 50 years of partnership with the agency. Dr. Mack also indicated November was declared Skills Center month and read the proclamation included in the BOC packet for December 1, 2021.

There was no further discussion.

8. Approval of Board of Corrections Policy:

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

- A. P-010200 “Operating Procedures and Policies for the Oklahoma Board of Corrections”**
- B. P-010300 “Mission and Organization of the Oklahoma Department of Corrections”**
- C. P-020800 entitled “Guidelines for Research and Research-Related Activities”**

A copy of the overview was included in the BOC packet for December 1, 2021.

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

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

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

There was no further discussion.

9. Unit Spotlight:

A. Community Corrections

Chief Administrator of Community Corrections James Rudek welcomed everyone and provided an overview of the Community Corrections division. A copy of the overview was included in the BOC packet for December 1, 2021.

10. 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 proposed BOC policy revisions for approval.

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 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 a compensation report to discuss ways the agency could bring all salaries to mid-point.

There was no further discussion.

E. FY22 Focus Committee

Chairman Hastings Siegfried

Members Calvin Prince and Randy Chandler

Members in this meeting discussed the four smart goals and provided updates on those goals. The four smart goals are Diversity, Equity and Inclusion, Re-entry and Transition Services, Food Services – Healthier Options and Health Services Organizational Structure Pay Scale.

There was no further discussion.

11. New Business

There was no new business.

12. Adjournment

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

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

There being no further business to discuss, adjournment of the meeting was

approved by majority vote at 2:12 p.m.

Submitted to the Board of Corrections By:

Signature on File

Whitney Brueggert, Minutes Clerk

01/26/2022

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on January 26, 2022, in which a quorum was present and voting.

X

Signature on File

Dr. Kathryn LaFortune,
Secretary Board of
Corrections