

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
November 29, 2023**

1. Call to Order

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:02 p.m., on Wednesday, November 29, 2023, at ODOC Administration Complex, 3400 Martin Luther King Ave, Oklahoma City, OK 73111.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Tuesday, November 29, 2022. 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 10:00 a.m., on Tuesday, November 28, 2023, 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:

Rhonda Bear	Present	Stephan Moore	Present
Joseph Brantley	Present	T. Hastings Siegfried	Present
Randy Chandler	Present	Daniel Snead	Present
Alex Gerszewski	Present	Daryl Woodard	Absent
Erick Harris	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 29, 2023.

A. October 25, 2023, Meeting Minutes

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

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Approved	Daryl Woodard	Absent
Erick Harris	Approved		

The meeting minutes from October 25, 2023, were approved by majority vote.

3. Chairman's Update

Chairman Siegfried welcomed everyone to the Board of Corrections meeting.

4. Director’s Update

Director Steven Harpe gave updates on a variety of topics including the administration staff move to the OHCA building, inmate survey progress and the staff survey going out to employees in January to get employee feedback.

5. Unit Spotlight

A. Human Services

Chief People Officer Sophie Preston highlighted to Human Services unit and discussed current initiatives to gain accurate time and leave reporting between the TCP and Workday systems, Calibration as it pertains to performance reviews and the entire agency working to eliminate unconscious bias during performance ratings.

6. Warden Appointments

A. EWCC Interim Warden Christe Sweat

Chief Administrator of the Community Sentencing James Rudek welcomed everyone and provided the biography of Interim Warden Christe Sweat and requested approval for her appointment to Warden at Eddie Warrior Correctional Center. A copy of the biography was included in the BOC packet for November 29, 2023.

Board members provided their support and words of encouragement.

Motion: Chairman Siegfried made a motion to approve the appointment of Christe Sweat to Warden of Eddie Warrior Correctional Center. Mr. Harris seconded the motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Approved	Daryl Woodard	Absent
Erick Harris	Approved		

The appointment of Christe Sweat as EWCC Warden was approved by a majority vote.

7. Agency Budget Update

A. Monthly Budget Report

Chief Financial Officer Ashlee Clemmons welcomed everyone and provided an update on the year-to-date financials as of October 31, 2023, including updates on payroll, operating and total expenditures.

8. Inmate/Offender Population Update

A. Inmate/Offender Population Monthly Report

Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population report as of October 31, 2023. A copy of the overview was included in the BOC packet for November 29, 2023.

B. Bed Capacity Adjustments

Chief Administrator of Classification & Programs Clint Castleberry reviewed and

requested approval of the bed capacity adjustments included in the BOC packet for November 29, 2023.

Motion: Chairman Siegfried made a motion to approve the bed capacity adjustments. Mr. Snead seconded the motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Approved	Daryl Woodard	Absent
Erick Harris	Approved		

The bed capacity adjustments were approved by a majority vote.

9. 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 Erick Harris

Members Rhonda Bear, Alex Gerszewski and Hastings Siegfried

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

C. Population/Security/Private Prisons

Chairman Hastings Siegfried

Members Daniel Snead, Alex Gerszewski and Stephan Moore

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

10. New Business

There was no new business.

11. Adjournment

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

motion.

Rhonda Bear	Approved	Stephan Moore	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	Daniel Snead	Approved
Alex Gerszewski	Approved	Daryl Woodard	Absent
Erick Harris	Approved		

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:10 p.m.

Submitted to the Board of Corrections By:

Signature on file

11/29/2023

Toni Lee, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on November 29, 2023, in which a quorum was present and voting.

Signature on file

Rhonda Bear, Secretary
Board of Corrections

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