

**OKLAHOMA BOARD OF CORRECTIONS**  
**REGULAR MEETING MINUTES**  
**February 28, 2024**

**1. Call to Order**

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:08 p.m., on Wednesday, February 28, 2024, at DOC Lincoln Administration Building, 4345 N. Lincoln Blvd., Oklahoma City, OK 73105

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 11:00 a.m., on Tuesday, February 27, 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 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	Absent	Daryl Woodard	Absent

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 February 28, 2024.

**A. January 24, 2024 Meeting Minutes**

**Motion:** Chairman Siegfried made the motion to approve the minutes. 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	Absent	Daryl Woodard	Absent

The meeting minutes from January 24, 2024, were approved by majority vote.

**3. Chairman's Update**

Chairman Siegfried welcomed everyone to the Board of Corrections meeting and thanked Daryl Woodard and Erick Harris for their commitment to the Department of Corrections during their time as members of the Board of Corrections.

**4. Director’s Update**

Director Steven Harpe welcomed the members to the new administration building and gave updates on annual executive strategic planning, employee survey results, inmate survey results and discussed the current OSP Inmate Rodeo bill that is being championed this session at the legislature.

**5. Unit Spotlight**

**A. Health Services**

Chief Administrator of Health Services Dana Webb gave an overview of Health Services and highlighted initiatives within medical, dental and mental health.

**6. Legislative Initiatives**

Chief of Staff Justin Farris gave an update on the spring session legislative initiatives. A copy of the report was included in the BOC packet for February 28, 2024.

**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 January 31, 2024. A copy of the report was included in the BOC packet for February 28, 2024.

**8. Inmate/Offender Population Update**

**A. Population Analysis Report**

Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population report as of January 31, 2024. A copy of the overview was included in the BOC packet for February 28, 2024.

**B. Bed Capacity Adjustments**

Chief Administrator of Classification & Programs Clint Castleberry reported on bed capacity adjustments for approval. A copy of the overview was included in the BOC packet for February 28, 2024.

**Motion:** Chairman Siegfried made the 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	Absent	Daryl Woodard	Absent

The bed capacity adjustments were approved by 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** 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** 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.

**D. Audit and Finance**

**Chairman** Randy Chandler

**Members** Joseph Brantley and Hastings Siegfried

Members in this meeting discussed the BOC Budget Reports ending in January 31, 2024.

**10. New Business**

There was no new business.

**11. Adjournment**

**Motion:** Chairman Siegfried made a motion to adjourn the meeting. Mr. Brantley seconded the motion.

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

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:20 p.m.

Submitted to the Board of Corrections By:

Signature on File

03-27-2024

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Toni Lee, Minutes Clerk

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Date

I hereby certify that these minutes were duly approved by the Board of Corrections on March 27, 2024, in which a quorum was present and voting.

Signature on File

Rhonda Bear, Secretary  
Board of Corrections