



# **Oklahoma Board of Corrections**

## **REGULAR MEETING**

July 27, 2022

Eddie Warrior Correctional Center  
*Chapel*  
Taft, Oklahoma

**OKLAHOMA BOARD OF CORRECTIONS**  
**REGULAR MEETING AGENDA**  
 EDDIE WARRIOR CORRECTIONAL CENTER  
 601 N. Oak St.,  
 Taft, Oklahoma 74463  
 1:00 PM on July 27, 2022

<b>ITEM</b>	<b>PRESENTER</b>
1. Call to Order:	T. Hastings Siegfried
A. Pledge of Allegiance	Chair
B. Roll Call	
2. Approval of Board of Corrections Regular Meeting Minutes for:	T. Hastings Siegfried
A. May 25, 2022	Chair
3. Chairman’s Welcome	T. Hastings Siegfried
	Chair
4. Facility Warden Welcome	Gregory Breslin
	Warden
5. Director’s Comments:	Scott Crow
A. Emergency Purchases:	Director
Pursuant to 61 O.S. § 130, the chief administrative officer of a public agency with a governing body shall notify the governing body within ten (10) days of the declaration of an emergency if the governing body did not approve the emergency. The notification shall contain a statement of the reasons for the action and shall be recorded in the official minutes of the governing body.	
I. Emergency purchase to repair a gas line at Lexington Reception and Assessment Center (LARC) on June 10, 2022.	
II. Emergency purchase to repair a sewer line at Lexington Reception and Assessment Center (LARC) on June 16, 2022.	
III. Emergency purchase for tower team emergency rescue at Mack Alford Correctional Center (MACC) on July 25, 2022.	
B. Community Correction Centers American Correctional Association (ACA) Accreditation	
C. Correctional Officer Applications Since April 1 <sup>st</sup>	
D. Appointment of Jason Sparks as Chief Administrator of Oklahoma Correctional Industries	
6. Warden Appointment	
A. OSR Interim Warden William “Chris” Rankins	Jason Bryant
	Chief Administrator of Institutions
B. NOCCC Interim Warden Derrick Yazel	James Rudek
	Chief Administrator of Community Corrections

7. Inmate/Offender Population Update Travis Gray  
Administrator of  
Classification and Population
8. Agency Budget Update: Antwonette Kimble  
Chief Administrator of  
Business Services
- A. FY2022 BOC Budget Reports
- B. FY2023 Budget Work Program
- C. FY2024 Capital Outlay Request
9. Legislative Update Justin Wolf  
Chief Administrator of  
Communications and  
Government Relations
10. Approval of Board of Correction Policy: Shelly Bear  
Chief Administrator of  
Auditing and Compliance
- A. P-020100 entitled “Management of Oklahoma Department of Corrections Information”
- B. P-060100 entitled “Classification and Case Management of Inmates/Offenders”
- C. P-090100 entitled “Provisions of Programs”
- D. P-170100 entitled “Community Sentencing”
11. Approval of Delegation Authority to the Director to Declare Emergencies Pursuant to 61 OS §130 (B): Kari Hawkins  
General Counsel
- 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.***
12. Unit Spotlight: Dusty Tate  
Probation and Parole Officer
- A. ReMerge Program
13. Committee Reports – Standing Committees: Committee Chairs
- A. Executive – Chair Hastings Siegfried, Vice-Chair Calvin Prince and Secretary Dr. Kathryn LaFortune
- B. Population/Security/Private Prison – Chair Calvin Prince, Members Hastings Siegfried, and Lynn Haueter
- C. Public Policy/Affairs/Criminal Justice – Chair Betty Gesell, Members Daryl Woodard, Dr. Kathryn LaFortune, and Stephan Moore
- D. Audit/Finance– Chair Randy Chandler, Members Hastings Siegfried, Lynn Haueter, and Erick Harris
- E. FY22 Focus – Chair Hastings Siegfried, Members Calvin Prince, and Randy Chandler

14. New Business T. Hastings Siegfried  
Chair
15. Election of Officers: All Members  
A. Chair  
B. Vice-Chair  
C. Secretary
16. Approval to Enter into Executive Session: Kari Hawkins  
General Counsel  
A. Pursuant to 25 O.S. § 307(B)(4), discussion regarding Smith, et al. v. Allbaugh, CIV-19-470-G (U.S. District Court for the Western District of Oklahoma)  
B. Pursuant to 25 O.S. § 307(B)(4), discussion regarding Coddington, Crow Case No. 22-6100 (Tenth Circuit Court of Appeals)  
C. Office of Inspector General Update on Control of Contraband in State Correctional Facilities
17. Approval to Return from Executive Session Kari Hawkins  
General Counsel
18. Adjournment T. Hastings Siegfried  
Chair

*The next regular meeting of the Board of Corrections will be held at 1:00 PM on Wednesday, September 28, 2022, at the James Crabtree Correctional Center, Helena, Oklahoma.*

*Updated on 7/26/2022 10:04:51 AM*

**OKLAHOMA BOARD OF CORRECTIONS  
REGULAR MEETING MINUTES  
May 25, 2022**

**1. Call to Order**

Chairman Hastings Siegfried called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m., on Wednesday, May 25, 2022, at Bill Johnson Correctional Center (BJCC), 1856 East Flynn Street, Alva, OK 73717.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Wednesday, October 28, 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 2:45 p.m., on Monday, May 23, 2022, 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 BJCC, 1856 East Flynn Street, Alva, OK 73717.

**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	Absent	T. Hastings Siegfried	Present
Lynn Haueter	Absent	Daryl Woodard	Absent
Dr. Kathryn LaFortune	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 May 25, 2022.

**A. March 30, 2022**

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

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

Meeting minutes for March 30, 2022, were approved by majority vote.

There was no further discussion.

### **3. Facility Warden Welcome**

Warden Becky Guffy welcomed everyone and provided the following overview:

Warden Guffy indicated she is a true believer in what they do at Bill Johnson. She indicated she facilitates the largest and most intensive substance abuse treatment for males in the state of Oklahoma. You will hear the facility staff at BJCC refer to their inmate population as “trainees” as they believe they are helping inmates to train to make better decisions and become better citizens. BJCC staff are not producing inmates.

The facility’s target group is first-time young offenders. BJCC provides a treatment path for trainees through the Delayed Sentencing Program and is proud to boast a 70% success rate at 5 years. BJCC’s main treatment group is those trainees with other sentences besides a delayed sentence. Its primary goal is to foster personal growth by changing an individual’s lifestyle using the Therapeutic Community model. Cognitive Behavior Intervention classes address a variety of behavior modification options. BJCC has a 77% success rate with this group. It is the level of treatment they provide that makes BJCC different from other facilities. On any given week, the facility has close to 250 trainees attending classes. BJCC treatment staff is second to none. At this time, Warden Guffy indicated she would like to recognize the individuals for their hard work. Education is important at BJCC, and they place a very high value on its part of our program. BJCC has a very active Education Department that produced 107 GED graduates last year. Since the school opened, BJCC has graduated 4,398 trainees. That is a number BJCC is very proud of.

Finally, BJCC is also an Intermediate Revocation Facility. In lieu of a full revocation, a 180-day sanction is given. The movement at this facility is formidable and an important component of our program. Between 2015 and 2021, BJCC has had 4,880 trainees participate in our programs. BJCC has a 73.5% overall success rate at 5 years.

Warden Guffy indicated she is very proud of what her staff accomplishes every day. In her view, they are some of the best in the state and she hoped the board would get the chance to interact with them while they were at the facility. Warden Guffy thanked the board again for coming. Warden Guffy invited the board to stay after the meeting for any questions they might have. She also indicated if she can show the board any part of the facility, she would be glad to do so after the meeting.

There was no further discussion.

### **4. Director’s Comments**

Director Crow welcomed everyone and provided the following updates:

#### **A. Agency Salary Increases**

As many are aware, the agency has been diligently working to increase staffing levels and offer competitive wages. Recently, the agency developed a compensation plan to provide all agency staff with no less than a 4% increase in pay. Director Crow indicated he is pleased to inform the board that this pursuit has been successful as the plan went into effect on April 1st.

- Correctional Officers received a 30% pay increase.
- Probation and Parole officers received a 20% pay increase.
- Certified and licensed medical staff received a 16% pay increase.
- Staff whose compensations were below midpoint were brought to the midpoint in addition to receiving the 4% pay increase.
- All other agency personnel received a 4% pay increase across the board.

This created a variety of pay increases for different staff. When the midpoint range is mentioned for salaries, this was a range set by HCM. Now all staff for the agency is at least midpoint range for their salaries. This is an exciting time for everyone in the agency, and Director Crow looks forward to the positive impact the pay increases will have on the staff and the agency's future.

## **B. COVID Transitional Plan**

Effective April 1st the agency moved to a Transitional Operational Pandemic Plan that more appropriately addressed the needs of our population and staff as the COVID pandemic moves into the endemic phase.

The following COVID infection mitigation measures were implemented:

- Masks are optional. Wearing mask while indoors in crowded spaces or when around potentially ill individuals is still strongly encouraged.
- The agency will continue testing all potentially symptomatic residents and follow CDC guidelines for isolation and quarantine measures.
- All new A&R intakes are placed into a seven-day quarantine upon arrival and all symptomatic persons are tested for COVID and influenza.
- The agency continues to promote and encourage vaccinations, distancing, and good hygiene practices.
- Health services continues to monitor cases and remain vigilant for new trends in cases that may signal a new surge or variant.
- Staff who experience illness symptoms are encouraged to not report to work and to report all positive COVID test results to their supervisor so appropriate contact tracing efforts may be implemented.
- Infected staff are to follow the latest CDC guidance on isolation protocol before returning to work.

The agency has learned many valuable lessons during the last two years, and Director Crow indicated he looks forward to applying those lessons in the future as the agency returns to normal operations.

## **C. Introduction of General Counsel Kari Hawkins**

Director Crow indicated he would like to take a moment to introduce the new General Counsel, Ms. Kari Hawkins.

Ms. Hawkins comes to the agency from the Oklahoma Attorney General's Office, where she served as Assistant Attorney General in the Litigation Division, serving as a team leader for prison litigation, and gaining specialty experience leading civil rights and employment law cases. It was her second stint with the Attorney General's Office, having served in a similar role from 2005-2008.

Ms. Hawkins brings prior ODOC experience with her to the new role. From 2008-2011, she served the agency as Assistant General Counsel, focusing on prison

litigation and employment law. In addition to counsel roles within state agencies, Ms. Hawkins also served as a staff attorney for the Chickasaw Nation, focusing on Native American law and contract law.

Ms. Hawkins has a long record of philanthropic work with charitable organizations in the state as well as having published 11 legal opinions throughout her career. As counsel, she has argued cases in the United States District Courts for the Eastern, Western, and Northern Districts of Oklahoma, as well as the Fifth and Tenth Circuit Courts of Appeals.

Ms. Hawkins began her legal career by spending two years in private practice after completing her Juris Doctorate at the University of Tulsa College of Law. She received her undergraduate degree in Marketing from Oklahoma State University.

Director Crow indicated he is excited to have her on our team.

There was no further discussion.

## 5. Warden Appointment

Division of Institutions Chief Administrator Jason Bryant welcomed everyone and provided the biography of Interim Warden Carrie Bridges and requested approval for her appointment:

### A. JCCC Interim Warden Carrie Bridges

Chief Administrator Bryant provided an overview of the biography of Interim Warden Carrie Bridges. A copy of the biography was included in the BOC packet for May 25, 2022.

Board members provided their support and words of encouragement.

**Motion:** Mr. Siegfried made the motion to approve the appointment of Carrie Bridges to warden at JCCC. Mr. Prince seconded the motion.

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

The warden appointment of Carrie Bridges as JCCC warden was approved by majority vote.

## 6. Inmate/Offender Population Update

Administrator of Classification and Population Travis Gray provided an overview of the inmate/offender population as of April 29, 2022. A copy of the overview was included in the BOC packet for May 25, 2022.

There was no further discussion.



**7. 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 May 25, 2022.

There was no further discussion.

**8. Legislative Update:**

Chief Administrator of Government Relations Justin Wolf provided an overview of the legislative summary report. A copy of the overview was included in the BOC packet for May 25, 2022.

There was no further discussion.

**9. Internal Audit Update for FY22 3<sup>rd</sup> Quarter:**

Chief Administrator of Auditing and Compliance Shelly Bear welcomed everyone and provided an overview of the FY2022 Third Quarter Internal Financial Audit. A copy of the overview was included in the BOC packet for May 25, 2022.

**10. Approval of Board of Correction Policy:**

Chief Administrator of Auditing and Compliance Shelly Bear 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-090200 “Public Works Program of the Oklahoma Department of Corrections”**
- C. P-110100 “Uniform Personnel Standards”**
- D. P-150100 “Physical Plant Standards and Long-Range Plant Development for Correctional Facilities”**

A copy of the overview was included in the BOC packet for May 25, 2022.

**Motion:** Mr. Siegfried made the motion to approve all policies. Mr. Chandler seconded the motion.

Randy Chandler	Approve	Stephan Moore	Approve
Betty Gesell	Approve	Calvin Prince	Approve
Erick Harris	Absent	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.

**11. Unit Spotlight:**

**A. Recruitment and Retention Unit**

Administrator of Recruitment and Retention David Edelman welcomed everyone and provided an overview of the Recruitment and Retention unit. A copy of the overview was included in the BOC packet for May 25, 2022.

## **12. 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, the board of corrections policies, and the interview of JCCC interim warden Carrie Bridges that would be presented for approval to the board.

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, the OIG statistics update, and a private prison update.

There was no further discussion.

### **C. Public Policy/ Affairs/ Criminal Justice**

**Chairwoman** Betty Gesell

**Members** Stephan Moore, Dr. Kathryn LaFortune, and Darryl Woodard

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 Erick Harris

Members in this meeting discussed the BOC budget report and the FY22 3<sup>rd</sup> Quarter Internal Financial Audit.

There was no further discussion.

### **E. FY22 Focus Committee**

**Chairman** Hastings Siegfried

**Members** Calvin Prince and Randy Chandler

No meeting was held.

There was no further discussion.

## **13. New Business**

There was no new business.

## **14. Adjournment**

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

Randy Chandler            Approve  
Betty Gesell               Approve  
Erick Harris               Absent  
Lynn Haueter              Absent  
Dr. Kathryn LaFortune   Absent

Stephan Moore            Approve  
Calvin Prince             Approve  
T. Hastings Siegfried    Approve  
Daryl Woodard            Absent

There being no further business to discuss, adjournment of the meeting was approved by majority vote at 2:17 p.m.

Submitted to the Board of Corrections By:

\_\_\_\_\_  
Whitney Brueggert, Minutes Clerk

\_\_\_\_\_  
Date

I hereby certify that these minutes were duly approved by the Board of Corrections on July 27, 2022, in which a quorum was present and voting.

X

Dr. Kathryn LaFortune,  
Secretary Board of Corrections



# EDDIE WARRIOR CORRECTIONAL CENTER

Today, the minimum-security facility for women is home to more than 900 inmates. The facility is named after Dr. Eddie Walter Warrior, who was business manager of the Deaf, Blind & Orphan Institute, superintendent of Muskogee County Schools, and a principal/superintendent of the Taft school system.

WARDEN GREG BRESLIN



## EDUCATION

Many inmates lack education, a key component in avoiding re-incarceration. EWCC offers literacy courses as well as Pre-High School Equivalency and High School Equivalency diplomas. College courses (not provided through state funding) are also available to inmates who can pay for them or those who have alternative funding or scholarships.



## SUBSTANCE ABUSE TREATMENT

For those inmates who need substance abuse treatment, EWCC teaches them ways to avoid drug and alcohol use, while also helping them develop cognitive, social, emotional, and coping skills needed to avoid using.



## CRIMINAL THINKING

EWCC offers Thinking for a Change, and Associates 4 Success programs to address thinking, judgment errors, and relationships linked with criminal thinking and behavior.



## CAREERTECH

EWCC inmates can get technical training through a CareerTech Skills Center, which trains them for workforce reentry after release. CareerTech also helps inmates find skill-related employment after release. Courses at EWCC include Career Readiness, as well as Transportation Distribution and Logistics for Manufacturing.

By the end of fiscal year 2020, CareerTech will have served more than 300 students. The Manufacturing, Transportation, Distribution, and Logistics (MGF/TDL) employment success rate for this year is 100%, making on average \$13.99 an hour. All CareerTech students receive industry OSHA credential training in both Career Ready and MFG/TDL programs.

Over the last four years, CareerTech MFG/TDL and Career Ready programs have served 1599 students at Eddie Warrior. Within those four years, only three individuals returned to prison, that's less than .01%

The Dr. Eddie Warrior Correctional Center (EWCC) sits on the original site of the Indian Mission School Haloche Industrial Institute in Taft. In 1909, the site became the Deaf, Blind and Orphan Institute, and later served children under a variety of other names. In 1986, it was transferred to the Oklahoma Department of Corrections, and the prison opened in 1989.

## SPECIALIZED UNITS

EWCC's Regimented Treatment Program combines physical training with six cognitive behavioral treatment programs. Inmates learn self-discipline and must show initiative, motivation, and improved behavior to graduate.



## HELPING WOMEN RECOVER PROGRAM

This program offers evidence-based, trauma-informed substance abuse treatment, cognitive processing therapy, domestic violence and relapse prevention therapeutic groups.



## Oklahoma State Reformatory

### **William “Chris” Rankins**

William “Chris” Rankins began his career in corrections in April 2000 at the Davis Correctional Facility (DCCC) and held the positions of correctional officer, sergeant, and CERT member. In July 2003, Mr. Rankins promoted to lieutenant at the CoreCivic operated Tallahatchie County Correctional Facility in Tutwiler, MS and eventually held the positions of unit manager and CERT commander. Mr. Rankins promoted to Chief of Security at the CoreCivic operated Northwest New Mexico Correctional Facility in Grants, NM. In September 2018, Mr. Rankins began his career with the Oklahoma Department of Corrections as a unit manager at the John Lilley Correctional Center (JLCC). In February 2019, Mr. Rankins became the deputy warden at Oklahoma State Penitentiary (OSP). He later transferred back to JLCC in February 2021 as Deputy Warden.

Mr. Rankins received his Bachelor of Science in Exercise Science in 2003 and his Master of Science in HR/Public Administration in 2013, both from East Central University.

## Northeast Oklahoma Community Corrections Center

### **Derrick Yazel**

The Division of Community Corrections is pleased to announce the appointment of Derrick Yazel as Warden at the Northeastern Oklahoma Community Corrections Center.

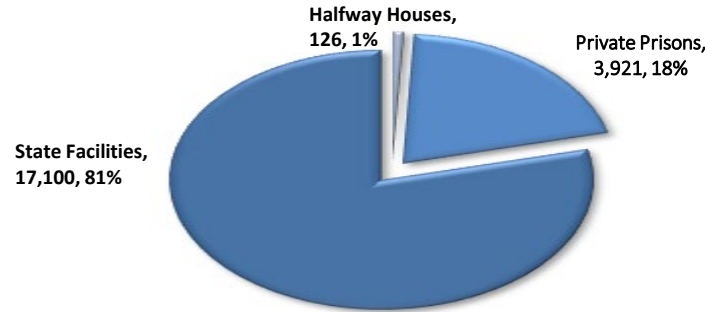
Warden Yazel began his career with the Oklahoma Department of Corrections on April 8, 2013, as a probation and parole officer. He graduated with his basic peace officer certification through the Council on Law Enforcement Education and Training in January of 2014. As he gained experience with the agency, he promoted in August of 2018 to Probation and Parole Officer IV. Mr. Yazel then transferred to Enid Community Corrections Center in May of 2019, where he was promoted to the Assistant Facility Administrator. Mr. Yazel has been Acting Warden at Northeast Oklahoma Community Corrections Center since January, 2022.

Mr. Yazel graduated from the University of Central Oklahoma in 2011, with a Bachelor of Arts in Criminal Justice. Mr. Yazel spends his spare time volunteering in softball and has coached several teams over the last four years.

### Incarcerates

Grand Total	Females	Males	Total
Current Population	2,157	19,278	21,435
Population Last Year	2,159	19,411	21,570
Change	(2)	(133)	(135)
State Facilities	Females	Males	Total
Current Population	2,117	14,983	17,100
Population Last Year	1,999	14,719	16,718
Change	118	264	382
Private Prisons	Females	Males	Total
Current Population	0	3,921	3,921
Population Last Year	0	4,262	4,262
Change	0	(341)	(341)
Halfway Houses	Females	Males	Total
Current Population	19	107	126
Population Last Year	115	100	215
Change	(96)	7	(89)
Out Count	Females	Males	Total
Current Population	21	267	288
Population Last Year	45	316	361
Change	(24)	(49)	(73)
County Jail Transfers Pending	Females	Males	Total
Current Population	29	1085	1114
Population Last Year	39	838	877
Change	(10)	247	237

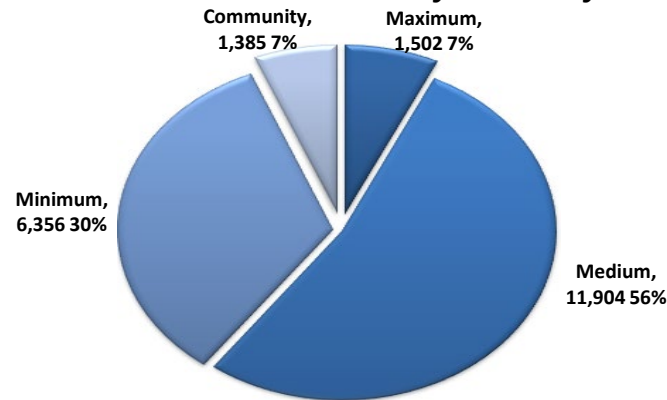
### Inmates in State Facilities vs. Contract Facilities



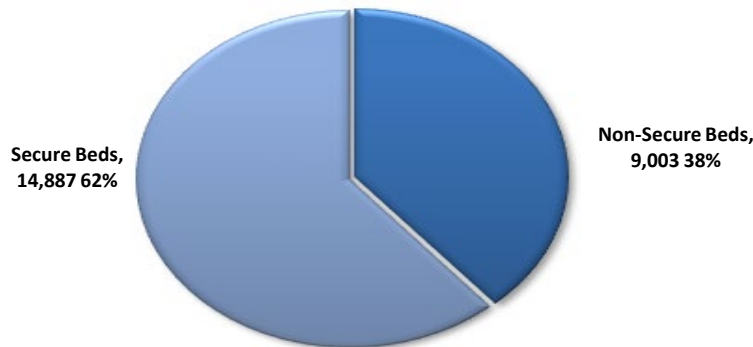
### Community Offenders

Community Supervision	Females	Males	Total
Current Population	4,909	17,134	22,043
Population Last Year	6,020	21,434	27,454
Change	(1,111)	(4,300)	(5,411)
GPS	Females	Males	Total
Current Population	59	138	197
Population Last Year	85	161	246
Change	(26)	(23)	(49)
Community Sentencing	Females	Males	Total
Current Population	426	1,174	1,600
Population Last Year	601	1,793	2,394
Change	(175)	(619)	(794)
Parole Supervision	Females	Males	Total
Current Population	366	1,650	2,016
Population Last Year	528	2,336	2,864
Change	(162)	(686)	(848)
Probation Supervision	Females	Males	Total
Current Population	4,058	14,172	18,230
Population Last Year	4,806	17,144	21,950
Change	(748)	(2,972)	(3,720)

### Inmate Distribution by Security Level



### Percentage of Inmates in Secure and Non-Secure Beds



Secure beds include beds in maximum and medium state and contract facilities.

Non-Secure beds include beds in minimum, state, and contract facilities, community corrections centers and halfway houses.

## Board of Corrections – Population Analysis

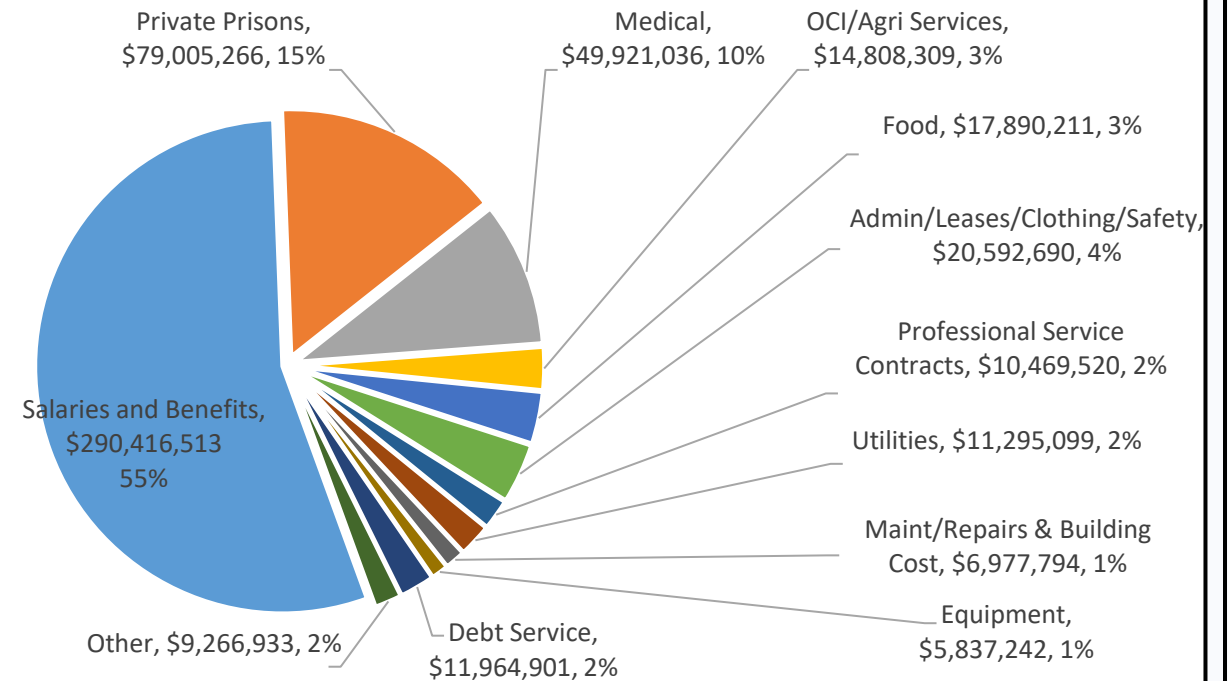


As of  
**June 30, 2022**

### BUDGET OVERVIEW

Department	Budget	Payroll Expenditures	Operating Expenditures	Total Expenditures	Available Budget Balance
Institutions	\$182,847,276.00	\$138,197,740.08	\$26,035,573.88	\$164,233,313.96	\$18,613,962.04
Probation & Parole	\$33,011,553.00	\$30,075,444.57	\$1,667,801.32	\$31,743,245.89	\$1,268,307.11
Community Corrections	\$21,181,429.00	\$17,085,807.13	\$2,226,051.99	\$19,311,859.12	\$1,869,569.88
Inmate Programs – GPS	\$23,721,295.00	\$16,686,522.02	\$3,199,920.59	\$19,886,442.61	\$3,834,852.39
Community Sentencing	\$4,474,775.00	\$971,797.53	\$1,867,151.91	\$2,838,949.44	\$1,635,825.56
Contracted Services	\$98,802,898.49	\$890,280.27	\$79,005,266.38	\$79,895,546.65	\$18,907,351.84
General Operations	\$43,178,447.00	\$3,125,196.97	\$28,046,358.88	\$31,171,555.85	\$12,006,891.15
Central Office Operations	\$36,994,451.00	\$32,665,246.88	\$1,607,556.39	\$34,272,803.27	\$2,721,647.73
Divisional Operations	\$33,134,086.00	\$10,074,910.85	\$16,871,158.98	\$26,946,069.83	\$6,188,016.17
Health Services	\$100,311,303.69	\$33,210,081.69	\$49,921,035.72	\$83,131,117.41	\$17,180,186.28
Information Technology	\$24,625,831.00	\$0.00	\$13,216,471.95	\$13,216,471.95	\$11,409,359.05
Prison Industries	\$27,426,473.00	\$7,433,484.84	\$14,364,652.94	\$21,798,137.78	\$5,628,335.22
<b>TOTAL</b>	<b>\$629,709,818.18</b>	<b>\$290,416,512.83</b>	<b>\$238,029,000.93</b>	<b>\$528,445,513.76</b>	<b>\$101,264,304.42</b>

### EXPENDITURES



#### HEPATITIS C TREATMENT

**\$6,969,204**  
Prior Year Expenditures

**\$9,240,000**  
Current Budget

**\$9,045,742**  
Expenditures

**97.9%**  
Expended

#### JAIL BACKUP TRANSPORT REIMBURSEMENT

**\$233,129**  
Prior Year Expenditures

**\$500,000**  
Current Budget

**\$197,856**  
Expenditures

**39.57%**  
Expended

#### OFFENDER MANAGEMENT SYSTEM

**\$5,941,177**  
Prior Year Expenditures

**\$9,235,258**  
Current Budget

**\$3,557,888**  
Expenditures

**38.53%**  
Expended

#### CONSTRUCTION & MAINTENANCE BOND

**\$116,500,000**  
Bond Proceeds

**\$0.00**  
Pre-Encumbrance

**\$(8,967,468)**  
Encumbrance

**\$(106,025,405)**  
Expenditures

**\$1,507,126**  
Balance



## BUDGET UPDATE

as of June 30, 2022

#### TRENDED SURPLUS / (DEFICIT)

Payroll	\$26,915,304
Medical	\$11,768,777
Contract Beds	
Private Prisons	\$8,385,927
Halfway Houses	\$123,535
Contract County Jails	\$117,393
Jail Backup	
<b>GRAND TOTAL</b>	<b>\$47,310,936</b>

#### STAFFING LEVELS

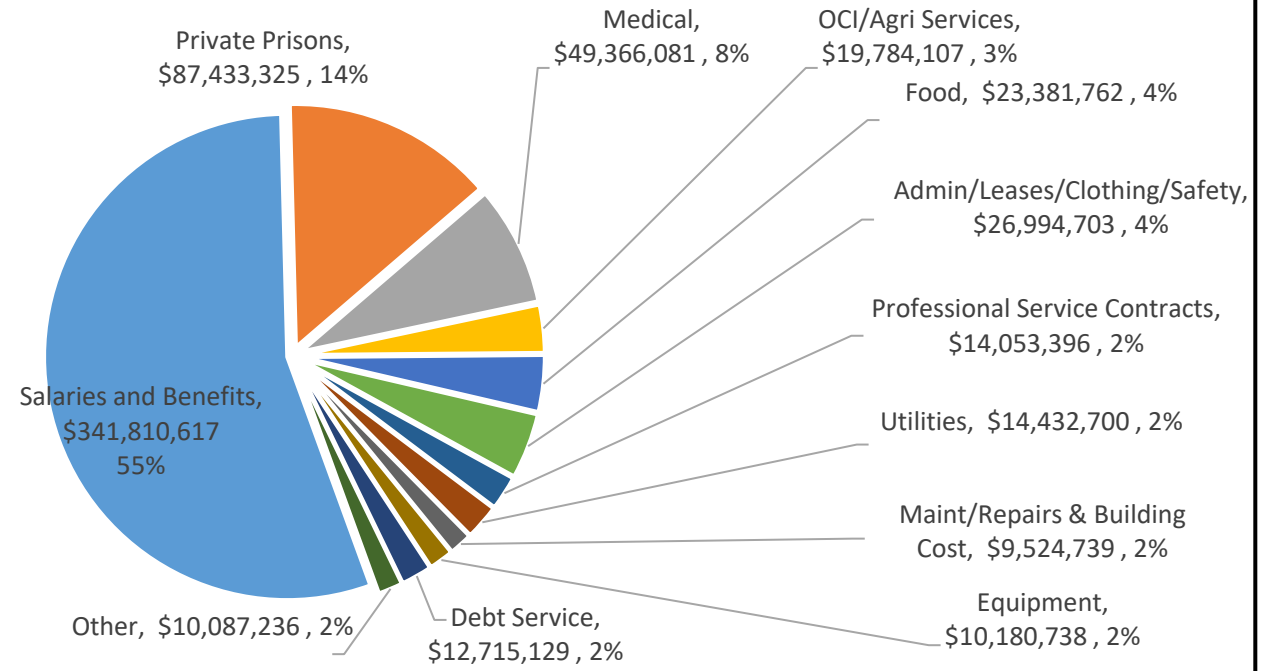
	April	Diff	May	Diff	June
Correctional Officers	1190	13	1203	58	1261
Probation Officers	261	-3	258	-1	257
Medical	307	8	315	4	319
Other	1676	46	1722	-2	1720
<b>Total Staff</b>	<b>3434</b>	<b>64</b>	<b>3498</b>	<b>60</b>	<b>3557</b>



**BUDGET OVERVIEW**

Department	Payroll Budget	Operating Budget	Total Budget	% of Total Budget
Institutions	\$ 160,429,816	\$ 31,061,979	\$ 191,491,795	30.9%
Probation & Parole	\$ 34,413,876	\$ 1,693,931	\$ 36,107,807	5.8%
Community Corrections	\$ 19,833,437	\$ 3,035,957	\$ 22,869,394	3.7%
Inmate Programs – GPS	\$ 18,290,996	\$ 5,034,035	\$ 23,325,031	3.8%
Community Sentencing	\$ 1,178,964	\$ 2,995,539	\$ 4,174,503	0.7%
Contracted Services	\$ 973,826	\$ 87,433,325	\$ 88,407,151	14.3%
General Operations	\$ 3,601,904	\$ 33,837,918	\$ 37,439,822	6.0%
Central Office Operations	\$ 41,211,672	\$ 2,234,329	\$ 43,446,001	7.0%
Divisional Operations	\$ 10,605,211	\$ 20,439,634	\$ 31,044,845	5.0%
Health Services	\$ 41,209,507	\$ 49,366,081	\$ 90,575,588	14.6%
Information Technology	\$ -	\$ 21,916,483	\$ 21,916,483	3.5%
Prison Industries	\$ 10,061,408	\$ 18,904,705	\$ 28,966,113	4.7%
<b>TOTAL</b>	<b>\$ 341,810,617</b>	<b>\$ 277,953,916</b>	<b>\$ 619,764,533</b>	<b>100%</b>

**BUDGET**



**2023 GA Bill SB 1040 - Public Safety and Judiciary**

FY2023 Appropriation	\$ 552,082,900
SB1052 Private Prisons	
GEO - \$5.00 Daily Per Diem Increase	\$ 4,894,650
CCA - \$5.00 Daily Per Diem Increase	\$ 2,920,000
Other Adjustments	\$ (10,654)



**FY 2023 BUDGET**

**NOTEWORTHY CHANGES**

Description	Budget + / (-)
Master Menu - 15%	\$ 3,008,908
Fuel	\$ 802,777
Workers Compensation	\$ (332,000)
NFCC Lease - Year 7	\$ 716,000
Johnson Controls - Debt Service	\$ 1,000,000
Halfway House Closure Ok Reentry - 80 beds	\$ (988,673)
Private Prison Per Diem Increase	\$ 7,814,650

**BUDGETED STAFFING LEVELS**

	FY 23	FILLED	VACANT	FY 22 AVERAGE FILLED
Correctional Officers	1,464	1,261	203	1,267
Probation Officers	313	257	56	261
Medical	381	319	62	330
Other	1,840	1,720	120	1,742
<b>Total Staff</b>	<b>3,998</b>	<b>3,557</b>	<b>441</b>	<b>3,600</b>

**FTE RECONCILIATION**

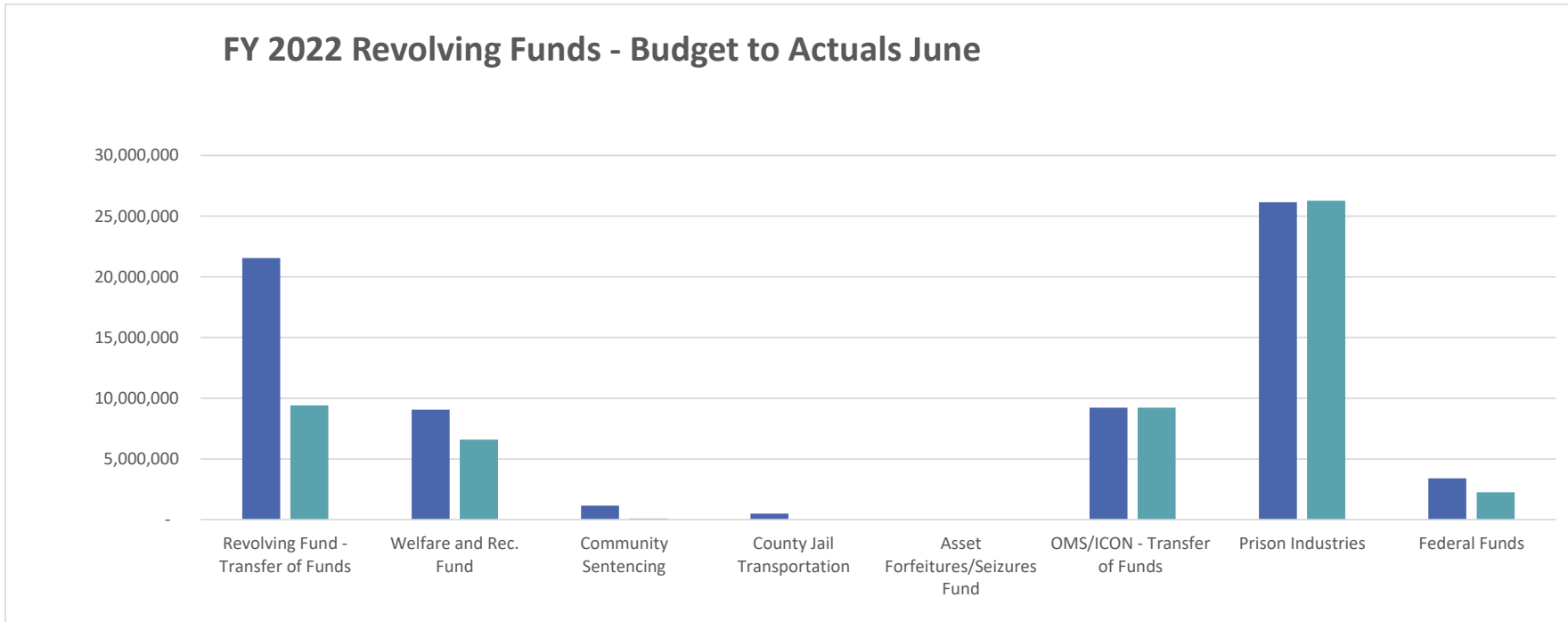
FY2022 Budgeted FTE	4,454
Less FY2022 WKCC Pins	134
Balance	4,320
FY2023 Budgeted FTE	3,998
FTE Reduction	322
Total FTE Reduction w/WKCC	456
<b>Reinvestment</b>	<b>\$ 33,229,037</b>

## Three Year Expenditure Comparison

	FY 22 <u>July - June</u>	% Change from <u>FY 21</u>	FY 21 <u>July - June</u>	% Change from <u>FY 20</u>	FY 20 <u>July - June</u>
Salaries and Benefits					
Salaries	\$ 178,773,825	-2.72%	\$ 183,772,708	-3.88%	\$ 191,186,959
Overtime	22,270,782	17.62%	18,933,883	-3.20%	19,559,304
Insurance	45,314,457	-11.90%	51,437,423	-3.48%	53,294,266
Retirement	44,057,449	-2.34%	45,114,479	-4.03%	47,008,839
Contract Beds	49,529	157.71%	19,219	-13.71%	22,273
Private Prisons	69,149,001	3.14%	67,041,818	-21.39%	85,280,087
Halfway Houses	2,208,316	8.17%	2,041,475	-71.95%	7,278,642
Contracted County Jails	10,719	-90.14%	108,756	35.44%	80,298
Jail Backup	7,389,846	-15.79%	8,775,864	102.17%	4,340,844
Jail Backup Transportation Reim	197,856	-4.69%	207,594	-11.40%	234,292
Medical Services	40,875,294	-3.55%	42,381,105	1.74%	41,654,834
Hep C Treatment	9,045,742	107.73%	4,354,637	-56.72%	10,061,464
Institutions	26,035,574	-1.36%	26,393,259	-0.67%	26,571,742
Probation and Parole	1,667,801	12.08%	1,488,023	5.59%	1,409,302
Community Corrections	2,226,052	-8.48%	2,432,213	-8.56%	2,659,814
Inmate Programs	3,199,921	-8.20%	3,485,599	-16.58%	4,178,502
Community Sentencing	1,867,152	2.26%	1,825,957	-29.11%	2,575,873
General Operations	15,830,359	-0.91%	15,976,178	17.74%	13,569,210
NFCC Lease	12,216,000	1.80%	12,000,000	9.09%	10,999,926
Central Office Operations	1,607,556	27.00%	1,265,827	-17.58%	1,535,872
Divisional Operations	16,871,159	35.15%	12,483,630	-5.11%	13,155,317
IT	9,658,584	-5.66%	10,237,847	26.54%	8,090,833
Offender Management System	3,557,888	-20.00%	4,447,437	281.91%	1,164,538
OCI / Agri-Services	14,364,653	6.55%	13,481,079	-20.66%	16,991,751
	<u>\$ 528,445,514</u>	<u>-0.24%</u>	<u>\$ 529,706,012</u>	<u>-5.90%</u>	<u>\$ 562,904,785</u>

### Three Year Revolving Fund Comparison

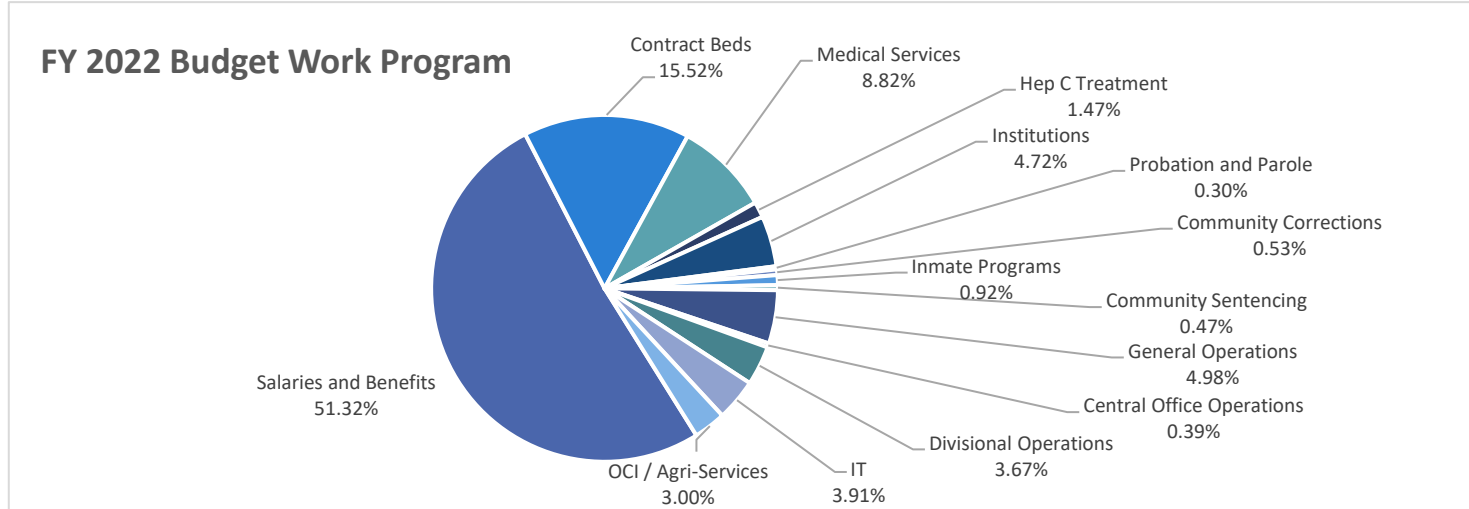
	FY 22 July - June	FY 2022 Budget	FY 2022 Actuals July - June	% Change from FY 21	FY 2021 Actuals July - June	% Change from FY 20	FY 2020 Actuals July - June
200	Revolving Fund - Transfer of Funds	21,554,058	9,415,514	-39.62%	15,593,101	24.10%	12,565,345
205	Welfare and Rec. Fund	9,066,289	6,586,638	-20.70%	8,306,460	5.90%	7,843,835
210	Community Sentencing	1,147,325	93,230	-3.31%	96,417	-15.77%	114,471
225	County Jail Transportation	500,000	-	-	-	-	1,000,000
230	Asset Forfeitures/Seizures Fund	-	-	0.00%	171	0.00%	-
235	OMS/ICON - Transfer of Funds	9,235,258	9,235,258	0.00%	-	0.00%	-
280	Prison Industries	26,153,573	26,267,536	8.50%	24,210,573	-12.03%	27,522,395
410 & 430	Federal Funds	3,394,862	2,264,068	101.01%	1,126,340	-40.60%	1,896,187
		<b>\$ 71,051,365</b>	<b>\$ 53,862,243</b>		<b>\$ 49,333,062</b>		<b>\$ 50,942,232</b>



## FY 2022 Budget Work Program

	Current Budget	Expenditures	Encumbrances	Available Balance
Salaries and Benefits	\$ 323,178,207	\$ 290,416,513	\$ 122,908	\$ 32,638,786
Contract Beds	97,750,033	79,005,266	17,666,967	\$ 1,077,800
Medical Services	55,512,763	40,875,294	12,579,823	\$ 2,057,646
Hep C Treatment	9,240,000	9,045,742	164,758	\$ 29,500
Institutions	29,693,761	26,035,574	3,235,675	\$ 422,512
Probation and Parole	1,888,049	1,667,801	172,263	\$ 47,985
Community Corrections	3,311,972	2,226,052	564,890	\$ 521,030
Inmate Programs	5,823,119	3,199,921	1,680,091	\$ 943,108
Community Sentencing	2,947,975	1,867,152	295,789	\$ 785,034
General Operations	31,354,447	28,046,359	1,348,628	\$ 1,959,460
Central Office Operations	2,431,585	1,607,556	463,430	\$ 360,599
Divisional Operations	23,083,826	16,871,159	5,455,377	\$ 757,290
IT	24,625,831	13,216,472	7,337,562	\$ 4,071,797
OCI / Agri-Services	18,868,250	14,364,653	4,532,415	\$ (28,818)
<b>Grand Total</b>	<b>\$ 629,709,818</b>	<b>\$ 528,445,514</b>	<b>\$ 55,620,575.55</b>	<b>\$ 45,643,729</b>

FY 2022 Budget Work Programs includes all funding sources.



Oklahoma Department of Corrections  
**FY 2022 Appropriation as of June 2022**

Account Code	Budgeted	Expenditures	Encumbered	Pre-Encumbered	Committed	Balance
11,12,13 Payroll, Insurance, FICA and Retirement	\$ 313,838,675.00	\$ 282,589,376.50	\$ 122,908.00	\$ -	\$ 282,712,284.50	\$ 31,126,390.50
15 Professional Services	98,530,113.49	90,672,645.24	9,361,610.53	-	100,034,255.77	(1,504,142.28)
17 Moving Expenses	100,000.00	25,534.00	184,466.00	-	210,000.00	(110,000.00)
19 Flexible Benefits	370,000.00	285,761.25	24,238.75	-	310,000.00	60,000.00
21, 22 Travel	932,552.00	680,146.38	25,339.21	-	705,485.59	227,066.41
31 Miscellaneous Administrative Expenses	18,945,238.00	15,265,832.44	2,457,024.84	-	17,722,857.28	1,222,380.72
32 Rent Expense	17,243,999.00	15,418,999.44	1,267,475.22	4,800.00	16,691,274.66	552,724.34
33 Maintenance & Repair Expense	7,672,282.00	5,300,469.07	586,709.46	-	5,887,178.53	1,785,103.47
34 Specialized Supplies and Materials	47,397,926.19	43,876,408.91	5,376,303.33	-	49,252,712.24	(1,854,786.05)
35 Production, Safety and Security	3,445,478.00	1,289,090.60	1,058,261.65	-	2,347,352.25	1,098,125.75
36 General Operating Expenses	583,631.00	484,550.83	215,983.91	-	700,534.74	(116,903.74)
37 Shop Supplies	2,370,608.50	2,148,194.94	229,413.90	-	2,377,608.84	(7,000.34)
41 Property Furniture and Equipment	4,400,945.00	2,809,921.21	1,081,927.61	52,500.70	3,944,349.52	456,595.48
42 Library Equipment and Resources	8,267.00	764.52	-	-	764.52	7,502.48
43 Lease Purchase	195,888.00	196,737.42	-	-	196,737.42	(849.42)
44 Live Stock – Poultry	1,916.00	-	87,000.00	-	87,000.00	(85,084.00)
45,46,47 Building Construction and Renovation	-	3,900.00	8,819.82	-	12,719.82	(12,719.82)
48 Bond Payment	11,961,164.00	12,013,529.89	6,848.50	-	12,020,378.39	(59,214.39)
49 Inter-Agency Payments	-	-	-	-	-	-
51 Inmate Pay and Health Services	1,000,000.00	590,813.52	317,416.66	-	908,230.18	91,769.82
52 Scholarships, Tuition and other incentives	15,500.00	-	-	-	-	15,500.00
53 Refunds, Indemnities, and Restitution	-	81,171.97	-	-	81,171.97	(81,171.97)
54 Jail Back Up and others	9,115,300.00	7,757,337.14	1,985,895.86	-	9,743,233.00	(627,933.00)
55,59 Assistance Payments to Agencies	-	-	-	-	-	-
60 Authority Orders	-	-	2,256,105.15	10,000.00	2,266,105.15	(2,266,105.15)
61 Loans, Taxes, and other Disbursements	2,970.00	3,087.00	921.12	-	4,008.12	(1,038.12)
62 Transfers – Inmate Medical Payments	18,389,000.00	8,617,862.57	4,092,601.68	2,000.00	12,712,464.25	5,676,535.75
64 Merchandise for Resale	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 556,521,453.18</b>	<b>\$ 490,112,134.84</b>	<b>\$ 30,747,271.20</b>	<b>\$ 69,300.70</b>	<b>\$ 520,928,706.74</b>	<b>\$ 35,592,746.44</b>

Funding	Budgeted	Expenditures	Encumbered	Pre-Encumbered	Committed	Balance
10511 Carryover	521,406.51	521,406.51	-	-	521,406.51	-
19021 Carryover	700.00	-	700.00	-	700.00	-
19102 Duties	50,000,000.00	50,000,000.00	-	-	50,000,000.00	-
19111 Carryover	20,955,700.67	20,290,435.12	665,265.55	-	20,955,700.67	-
19201 Duties	483,463,932.00	417,720,579.23	30,081,305.63	69,300.70	447,871,185.56	35,592,746.44
38302 Opioid Lawsuit Settlement Fund	1,579,714.00	1,579,713.98	0.02	-	1,579,714.00	-
<b>TOTAL</b>	<b>\$ 556,521,453.18</b>	<b>\$ 490,112,134.84</b>	<b>\$ 30,747,271.20</b>	<b>\$ 69,300.70</b>	<b>\$ 520,928,706.74</b>	<b>\$ 35,592,746.44</b>
					Remaining Payroll	31,126,390.50
						<b>\$ 4,466,355.94</b>

**Oklahoma Department of Corrections**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Non-Appropriated Funds**  
**As of July 1, 2021 through June 30, 2022**

		200 Fund	205 Fund	210 Fund	225 Fund	235 Fund	280 Fund	Funds
<b>Revenue</b>	<b>Revenues</b>							
<b>Code</b>	<b>Current:</b>							
428199	Disbursement Fees	\$ 14,328.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,328.49
433107	Sale of Contraband	76,100.49	-	-	-	-	-	76,100.49
433147	Bank Charge Back / Returned Check Fee	-	-	-	-	-	-	-
433199	Other Fines, Forfeits, Penalties (Admin. Fees, Inst. Debts)	113,901.21	-	93,229.72	-	-	-	207,130.93
441105	Interest on Investments	200,445.34	8,211.54	-	-	-	73,316.56	281,973.44
443103	Rent from Land & Buildings	31,853.89	-	-	-	-	-	31,853.89
451101	Right - of - Way Easements	4,501.42	-	-	-	-	-	4,501.42
451101	Insurance and Other Reimbursement for Damages	22,296.50	-	-	-	-	-	22,296.50
452005	Reimbursement for Administrative Expense (PPWP)	188,115.75	-	-	-	-	-	188,115.75
452117	Reimbursement of Data Processing Fees	-	-	-	-	-	-	-
453003	Reimbursement for Travel Expense	-	-	-	-	-	-	-
455201	Federal Reimbursements	104,084.65	-	-	-	-	-	103,914.05
456101	Federal Funds Rec'd from Non-Gov. Ag.	75,000.00	-	-	-	-	-	75,000.00
458101	Refunded Money Previously Disbursed - Goods & Services	125,397.05	-	-	-	-	-	125,397.05
458105	Reimbursement for Funds Expended (Refunds - Payroll Reim.)	21,762.13	-	-	-	-	-	21,762.13
459151	Pharmaceuticals Rebate	65,362.19	-	-	-	-	-	65,362.19
459171	Program Income (Dog Programs)	399.21	-	-	-	-	-	399.21
459199	Other Grants, Refunds and Reimbursements (P-card Rebate)	238,245.57	-	-	-	-	25,773.37	264,018.94
471122	Farm Products General	-	-	-	-	-	10,531,760.49	10,531,760.49
473105	Charge for Service - (Water Treatment Plant)	46,200.00	-	-	-	-	-	46,200.00
473176	Laboratory and Medical Services	163,746.86	-	-	-	-	-	163,746.86
474105	Sale of Documents (Copies)	21,716.39	-	-	-	-	-	21,716.39
474131	Sale of Merchandise	-	-	-	-	-	15,588,930.72	15,588,930.72
474124	Canteen and Concession Income	-	6,578,426.25	-	-	-	-	6,578,426.25
478105	Registration Fees	5,440.00	-	-	-	-	-	5,440.00
479121	Paper & Other Recyclable Materials	-	-	-	-	-	-	-
479131	Notification of Confinement - Social Security Admin	101,241.00	-	-	-	-	-	101,241.00
481102	Contributions - Patients & Inmates	41,053.99	-	-	-	-	-	41,053.99
481121	Probation & Parole Fees, DNA Fees, GPS Fees, Restitution Fees	2,547,399.21	-	-	-	-	-	2,547,399.21
482101	Deposits by Patients and Offenders (Program Fees - Work Release)	5,111,194.39	-	-	-	-	47,754.64	5,158,949.03
483607	Sale of Salvage	95,727.99	-	-	-	-	-	95,727.99
483612	Sale of Land and/or Land Improvements	-	-	-	-	-	-	-
	<b>Total Revenues</b>	<b>9,415,513.72</b>	<b>6,586,637.79</b>	<b>93,229.72</b>	<b>-</b>	<b>-</b>	<b>26,267,535.78</b>	<b>42,362,746.41</b>
<b>Account</b>	<b>Expenditures</b>							
<b>Code</b>	<b>Current:</b>							
11,12,13	Payroll	58,827.79	-	-	-	-	7,472,846.30	7,531,674.09
15	Professional Services	3,383,329.52	1,762,125.34	18,839.24	-	780,002.50	354,016.91	6,298,313.51
21, 22	Travel	60,205.05	10,147.28	1,880.00	-	-	45,215.01	117,447.34
31	Misc. Admin. Expenses	18,969.83	436,328.44	191.50	-	-	775,491.95	1,230,981.72
32	Rent	139,688.85	138,867.84	-	-	57,843.92	133,079.50	469,480.11
33	Maintenance and Repair	1,099,818.66	589,700.48	-	-	-	832,935.87	2,522,455.01
34	Specialized Supplies and Materials	183,380.94	612,363.84	13,271.52	-	-	479,346.90	1,288,363.20
35	Production, Safety and Security	41,520.23	36,843.65	9,904.50	-	-	407,407.80	495,676.18
36	General Operating Expenses	10,184.73	133,081.60	-	-	-	65,904.36	209,170.69
37	Shop Expense	143,003.26	47,107.90	4,620.42	-	-	1,373,212.66	1,567,944.24
41	Furniture and Equipment	1,076,143.48	682,921.87	-	-	2,549,625.20	265,868.71	4,574,559.26
42	Library Equipment and Resources	101.00	1,155.31	-	-	-	833.73	2,090.04
43	Lease Purchases	-	-	-	-	-	-	-
44	Livestock and Poultry	-	-	-	-	-	52,145.00	52,145.00
45	Land and Right-of-way	-	-	-	-	-	-	-
46, 47	Building, Construction and Renovation	1,150.00	-	-	-	-	24,756.62	25,906.62
48	Debt Service	-	-	-	-	-	-	-
51	Inmate Pay and Health Services	91,282.25	2,426,287.47	-	-	170,416.66	1,796,800.36	4,484,786.74
52	Tuitions, Awards and Incentives	-	-	-	-	-	-	-
53	Refunds and Restitutions	24,606.92	28,097.92	-	-	-	-	52,704.84
54	Jail Backup, County Jails and Other	552,015.00	-	-	223,391.16	-	-	775,406.16
55	Payment to Gov. Sub-Division	-	-	-	-	-	-	-
59	Assistance Payments to Agencies	-	-	-	-	-	-	-
61	Loans, Taxes and other Disbursements	539.60	629.10	-	-	-	-	1,168.70
62	Transfers - Out Sourced Health Care	400,367.28	-	-	-	-	-	400,367.28
64	Merchandise for Resale	2,727.19	-	-	-	-	11,083,047.93	11,085,775.12
	<b>Total Expenditures</b>	<b>7,287,861.58</b>	<b>6,905,658.04</b>	<b>48,707.18</b>	<b>223,391.16</b>	<b>3,557,888.28</b>	<b>25,162,909.61</b>	<b>43,186,415.85</b>
<b>Cash</b>								
	Beginning Cash Balance	17,919,346.44	1,180,568.63	1,173,765.53	552,495.01	-	6,243,006.50	27,069,352.71
	Revenue Received this Year	9,415,513.72	6,586,637.79	93,229.72	-	-	26,267,535.78	42,362,746.41
	Expenditures made this Year	(7,287,861.58)	(6,905,658.04)	(48,707.18)	(223,391.16)	(3,557,888.28)	(25,162,909.61)	(43,186,415.85)
	Beginning Change in Liabilities	(79,878.15)	(72,302.34)	(1,029.50)	(2,579.63)	-	(234,924.68)	(390,714.30)
	Transfers (Cares Act Funds & OMS/ICON Funding)	349,554.98	-	-	-	9,235,258.00	-	9,584,812.98
	Adjustments	(346.66)	-	-	-	-	-	(346.66)
	<b>Ending Cash Balance</b>	<b>\$ 20,316,328.75</b>	<b>\$ 789,246.04</b>	<b>\$ 1,217,258.57</b>	<b>\$ 326,524.22</b>	<b>\$ 5,677,369.72</b>	<b>\$ 7,112,707.99</b>	<b>\$ 35,439,435.29</b>

**Oklahoma Department of Corrections**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Non- Appropriated Funds**  
**For the Month of June 2022**

Revenue Code	Revenues	200 Fund	205 Fund	210 Fund	225 Fund	230 Fund	235 Fund	280 Fund	Funds
428199	Disbursement Fees	\$ 657.32	-	-	-	-	-	-	\$ 657.32
433107	Sale of Contraband	9,330.53	-	-	-	-	-	-	9,330.53
433147	Bank Charge Back / Returned Check Fee	-	-	-	-	-	-	-	-
433199	Other Fines, Forfeits, Penalties (Admin. Fees, Inst. Debts)	13,082.01	-	5,945.00	-	-	-	-	19,027.01
441105	Interest on Investments	17,228.19	664.14	-	-	-	-	8,195.34	26,087.67
443103	Rent from Land & Buildings	3,281.70	-	-	-	-	-	-	3,281.70
451101	Insurance and Other Reimbursement for Damages	39.00	-	-	-	-	-	-	39.00
452005	Reimbursement for Administrative Expense (PPWP)	11,024.40	-	-	-	-	-	-	11,024.40
452117	Reimbursement of Data Processing Fees	-	-	-	-	-	-	-	-
453003	Reimbursement for Travel Expense	-	-	-	-	-	-	-	-
455201	Federal Reimbursements	1,378.80	-	-	-	-	-	-	1,378.80
456101	Federal Funds Rec'd from Non-Gov. Ag.	-	-	-	-	-	-	-	-
458101	Refunded Money Previously Disbursed-Goods & Services	480.00	-	-	-	-	-	-	480.00
458105	Reimb. for Funds Expended (Refunds - Payroll Reim.)	945.85	-	-	-	-	-	-	945.85
459151	Pharmaceuticals Rebate	-	-	-	-	-	-	-	-
459171	Program Income (Dog Programs)	25.00	-	-	-	-	-	-	25.00
459199	Other Grants, Refunds & Reimbursements-P-card Rebate	2,606.79	-	-	-	-	-	-	2,606.79
471122	Farm Products General	-	-	-	-	-	-	784,037.64	784,037.64
473105	Charge for Service - (Water Treatment Plant)	3,850.00	-	-	-	-	-	-	3,850.00
473176	Laboratory and Medical Services	15,182.48	-	-	-	-	-	-	15,182.48
474105	Sale of Documents (Copies)	1,891.75	-	-	-	-	-	-	1,891.75
474131	Sale of Merchandise	-	-	-	-	-	-	1,154,767.55	1,154,767.55
474124	Canteen and Concession Income	-	777,559.37	-	-	-	-	-	777,559.37
474141	Publications - Filming/Movie Contracts	5,440.00	-	-	-	-	-	-	5,440.00
479121	Paper & Other Recyclable Materials	-	-	-	-	-	-	-	-
479131	Notification of Confinement - Social Security Admin	6,400.00	-	-	-	-	-	-	6,400.00
481102	Contributions - Patients & Inmates	3,449.39	-	-	-	-	-	-	3,449.39
481121	Probation & Parole Fees, DNA Fees, GPS Fees, Restitution Fees	183,330.45	-	-	-	-	-	-	183,330.45
482101	Patients & Offenders (Program Fees - Work Release)	498,159.35	-	-	-	-	-	9,282.73	507,442.08
483607	Sale of Salvage	27,865.41	-	-	-	-	-	-	27,865.41
483612	Sale of Land and/or Land Improvements	-	-	-	-	-	-	-	-
	<b>Total Revenues</b>	<b>805,648.42</b>	<b>778,223.51</b>	<b>5,945.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,956,283.26</b>	<b>3,546,100.19</b>
Account Code	<b>Expenditures</b>								
11,12,13	Payroll								
15	Professional Services	566,499.70	129,348.75	2,069.34	-	-	47,135.00	722,846.81	722,846.81
21, 22	Travel	10,634.22	2,015.50	64.00	-	-	-	1,303.50	14,017.22
31	Misc. Admin. Expenses	1,983.23	32,945.56	-	-	-	-	54,082.65	89,011.44
32	Rent	15,443.95	11,383.00	-	-	-	-	7,520.25	34,347.20
33	Maintenance and Repair	133,395.79	66,378.61	-	-	-	-	61,540.28	261,314.68
34	Specialized Supplies and Materials	19,256.28	109,424.01	506.99	-	-	-	63,254.56	192,441.84
35	Production, Safety and Security	23,587.56	816.84	418.50	-	-	-	37,759.32	62,582.22
36	General Operating Expenses	2,595.25	12,509.17	-	-	-	-	3,631.65	18,736.07
37	Shop Expense	5,608.25	29,118.38	42.96	-	-	-	170,977.02	205,746.61
41	Furniture and Equipment	11,480.51	95,201.46	-	-	-	360,530.83	4,964.64	472,177.44
42	Library Equipment and Resources	-	-	-	-	-	-	-	-
43	Lease Purchases	-	-	-	-	-	-	-	-
44	Livestock and Poultry	-	-	-	-	-	-	-	-
45	Land and Right-of-way	-	-	-	-	-	-	-	-
46, 47	Building, Construction and Renovation	650.00	-	-	-	-	-	-	650.00
48	Debt Service	-	-	-	-	-	-	-	-
51	Inmate Pay and Health Services	7,629.12	209,791.26	-	-	-	-	94,054.28	311,474.66
52	Tuitions, Awards and Incentives	-	-	-	-	-	-	-	-
53	Refunds and Restitutions	-	27,720.00	-	-	-	-	-	27,720.00
54	Jail Backup, County Jails and Other	-	-	-	29,138.93	-	-	-	29,138.93
55	Payment to Gov. Sub-Division	-	-	-	-	-	-	-	-
59	Assistance Payments to Agencies	-	-	-	-	-	-	-	-
61	Loans, Taxes and other Disbursements	-	-	-	-	-	-	-	-
62	Transfers - Out Sourced Health Care	7,794.88	-	-	-	-	-	-	7,794.88
64	Merchandise for Resale	-	-	-	-	-	-	1,014,810.63	1,014,810.63
	<b>Total Expenditures</b>	<b>806,558.74</b>	<b>726,652.54</b>	<b>3,101.79</b>	<b>29,138.93</b>	<b>-</b>	<b>407,665.83</b>	<b>2,272,998.79</b>	<b>4,246,116.62</b>
	<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(910.32)</b>	<b>51,570.97</b>	<b>2,843.21</b>	<b>(29,138.93)</b>	<b>-</b>	<b>(407,665.83)</b>	<b>(316,715.53)</b>	<b>(700,016.43)</b>
	<b>Cash</b>								
	Beginning Cash Balance	20,514,931.10	760,900.44	1,215,215.92	360,576.99	-	5,315,432.55	7,450,972.84	35,618,029.84
	Revenue Received this Month	805,648.42	778,223.51	5,945.00	-	-	-	1,956,283.26	3,546,100.19
	Expenditures made this Month	(806,558.74)	(726,652.54)	(3,101.79)	(29,138.93)	-	(407,665.83)	(2,272,998.79)	(4,246,116.62)
	Beginning Change in Liabilities	(197,692.03)	(23,225.37)	(800.56)	(4,913.84)	-	-	(21,549.32)	(248,181.12)
	Transfers (Cares Act Funding & OMS/KON Funding)	-	-	-	-	-	769,603.00	-	769,603.00
	Adjustments	-	-	-	-	-	-	-	-
	<b>Ending Cash Balance</b>	<b>\$ 20,316,328.75</b>	<b>\$ 789,246.04</b>	<b>\$ 1,212,258.57</b>	<b>\$ 326,524.22</b>	<b>\$ -</b>	<b>\$ 5,677,369.72</b>	<b>\$ 7,112,707.99</b>	<b>\$ 35,439,435.29</b>

**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Federal Funding*  
*As of July 1, 2021 through June 30, 2022*

	410 Fund	430 Fund	Funds
<b>Revenues</b>			
Current:			
Federal Funds Received	\$ 1,307,499.15	\$ 894,295.59	\$ 2,201,794.74
Private Grants and Donations for Opns.	-	-	-
Reimbursements & P-Card Rebate	62,272.87	-	62,272.87
<i>Total Revenues</i>	<u>1,369,772.02</u>	<u>894,295.59</u>	<u>2,264,067.61</u>
<b>Expenditures</b>			
Current:			
Payroll	191,252.30	160,301.47	351,553.77
Professional Services	-	351,495.86	351,495.86
Travel	39,006.86	7,986.24	46,993.10
Misc. Admin. Expenses	-	-	-
Rent	11,439.16	-	11,439.16
Maintenance and Repair	5,169.07	94,553.33	99,722.40
Specialized Supplies and Materials	-	-	-
Production, Safety and Security	-	-	-
General Operating Expenses	693,635.27	4,002.21	697,637.48
Shop Expense	-	7,080.00	7,080.00
Furniture and Equipment	260,015.38	140,058.52	400,073.90
Library Equipment and Resources	-	-	-
Lease Purchases	-	-	-
Livestock and Poultry	-	20,000.00	20,000.00
Land and Right-of-way	-	-	-
Building, Construction and Renovation	-	-	-
Debt Service	-	-	-
Inmate Pay and Health Services	-	-	-
Tuitions, Awards and Incentives	-	-	-
Refunds and Restitutions	-	-	-
Jail Backup, County Jails and Other	-	-	-
Payment to Gov. Sub-Division	-	82,648.81	82,648.81
Assistance Payments to Agencies	-	-	-
Loans, Taxes and Other Disbursements	-	-	-
Transfers - Out Sourced Health Care	-	-	-
Merchandise for Resale	-	-	-
<i>Total Expenditures</i>	<u>1,200,518.04</u>	<u>868,126.44</u>	<u>2,068,644.48</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>169,253.98</u>	<u>26,169.15</u>	<u>195,423.13</u>
<b>Cash</b>			
Beginning Cash Balance	154,652.99	186,317.26	340,970.25
Revenue Received this Year	1,369,772.02	894,295.59	2,264,067.61
Expenditures made this Year	(1,200,518.04)	(868,126.44)	(2,068,644.48)
Beginning Change in Liabilities	(73,316.36)	-	(73,316.36)
Transfers	-	-	-
Adjustments	-	-	-
<i>Ending Cash Balance</i>	<u>\$ 250,590.61</u>	<u>\$ 212,486.41</u>	<u>\$ 463,077.02</u>



**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Federal Funding*  
*For the Month of June 2022*

		410 Fund	430 Fund	Funds
<b>Revenue Revenues</b>				
<u>Code</u>	Current:			
556	Federal Funds Rec'd from Non-Gov. Ag.	\$ -	\$ -	\$ -
561	Private Grants and Donations for Opns.	177,934.35	131,965.40	309,899.75
581	Reimbursements	-	-	-
	<b>Total Revenues</b>	<u>177,934.35</u>	<u>131,965.40</u>	<u>309,899.75</u>
<b>Account Expenditures</b>				
<u>Code</u>	Current:			
11,12,13	Payroll	14,582.03	8,320.14	22,902.17
15	Professional Services	-	129,773.21	129,773.21
21, 22	Travel	534.50	895.00	1,429.50
31	Misc. Admin. Expenses	-	-	-
32	Rent	1,260.91	-	1,260.91
33	Maintenance and Repair	1,698.07	9,334.00	11,032.07
34	Specialized Supplies and Materials	-	-	-
35	Production, Safety and Security	-	-	-
36	General Operating Expenses	19,289.69	-	19,289.69
37	Shop Expense	-	810.00	810.00
41	Furniture and Equipment	25,172.50	411.48	25,583.98
42	Library Equipment and Resources	-	-	-
43	Lease Purchases	-	-	-
44	Livestock and Poultry	-	-	-
45	Land and Right-of-way	-	-	-
46	Building, Construction and Renovation	-	-	-
48	Debt Service	-	-	-
51	Inmate Pay and Health Services	-	-	-
52	Tuitions, Awards and Incentives	-	-	-
53	Refunds and Restitutions	-	-	-
54	Jail Backup, County Jails and Other	-	-	-
55	Payment to Gov. Sub-Division	-	30,592.92	30,592.92
59	Assistance Payments to Agencies	-	-	-
61	Loans, Taxes and Other Disbursements	-	-	-
62	Transfers - Out Sourced Health Care	-	-	-
64	Merchandise for Resale	-	-	-
	<b>Total Expenditures</b>	<u>62,537.70</u>	<u>180,136.75</u>	<u>242,674.45</u>
	<i>Excess of Revenues Over (Under) Expenditures</i>	<u>115,396.65</u>	<u>(48,171.35)</u>	<u>67,225.30</u>
<b>Cash</b>				
	Beginning Cash Balance	135,193.96	260,657.76	395,851.72
	Revenue Received this Month	177,934.35	131,965.40	309,899.75
	Expenditures made this Month	(62,537.70)	(180,136.75)	(242,674.45)
	Change in Liabilities	-	-	-
	Transfers	-	-	-
	Adjustments	-	-	-
	<b>Ending Cash Balance</b>	<u>\$ 250,590.61</u>	<u>\$ 212,486.41</u>	<u>\$ 463,077.02</u>

**Oklahoma Department of Corrections**  
*Budget Work Program*  
*Funding Sources*

	FY 2023	FY 2022	\$	%
<b>Budget Work Program Total</b>	<b>619,764,533</b>	<b>603,741,123</b>	<b>16,023,410</b>	<b>2.7%</b>
<b>Appropriation</b> Legislatively approved appropriations from the general revenue fund and sources	552,082,900	544,278,904	7,803,996	1.43%
<b>D.O.C Revolving 200 Fund</b>	22,988,622	19,446,978	3,541,644	18.21%
Program Support Inmates on work release give up to 50% of their net pay to supplement the cost of their incarceration.				
Probation & Parole Fees Probationers and parolees pay a court ordered supervision fee of up to \$40.00 per month.				
Medical Co pays Inmates are required to pay a co pay of \$4.00 each for medical treatment and prescriptions.				
Prisoner Public Work Crews Facilities receive payment from federal, state, and local government entities for inmate labor.				
State Criminal Alien Assistance Funding Federal Funds for the reimbursement of expenses for incarcerated aliens.				
Other Reimbursed Amounts Funds from overpayments, returns, copies, FEMA, GPS, Private Prison monitoring, notary, rent, sales, refunds and other miscellaneous reimbursements.				

**Oklahoma Department of Corrections**  
*Budget Work Program*  
*Funding Sources*

	<b>FY 2023</b>	<b>FY 2022</b>	<b>\$</b>	<b>%</b>
<p><b>Inmate and Employees Welfare 205 Revolving Fund</b></p> <p>Funds are generated through Canteen sales and a portion of telephone revenues, along with other miscellaneous sources (i.e. vending machines and crafts). This revenue provides funding for inmate and employee needs, maintains the canteens, and Offender Banking System.</p>	9,066,289	9,066,289	-	0.00%
<p><b>Community Sentencing 210 Revolving Fund</b></p> <p>A participation fee of \$20.00 per month is collected from community sentencing clients and deposited by the agency. These funds are used by the collecting council to support the program. The agency by statute cannot use these funds.</p>	1,194,839	1,147,325	47,514	4.14%
<p><b>Jail Backup Offender Transport Reimbursement 225 Revolving Fund</b></p> <p>A reimbursement fund to counties for offender transportation and officer wages.</p>	326,000	500,000	(174,000)	-34.80%
<p><b>DOC Offender Mgmt Systems 235 Revolving Fund</b></p> <p>FY2022 HB2908 created revolving fund for the Offender Management System.</p>	1,894,568	-	1,894,568	100.00%
<p><b>Prison Industries 280 Revolving Fund</b></p> <p>OCI and Agri-Services produce goods and services for use by the department and for sale to other not-for-profit entities. Funds received from sale of products are used for labor costs and materials.</p>	29,845,515	26,153,573	3,691,942	14.12%

**Oklahoma Department of Corrections**  
*Budget Work Program*  
*Funding Sources*

	FY 2023	FY 2022	\$	%
<p><b>Federal Funds 410 and 430</b></p> <p>The agency receives numerous grants to help support inmate programs such as education and substance abuse treatment. These funds are usually given with a specified use and can not be used at the agency's discretion.</p>	2,365,800	3,148,054	(782,254)	-33.07%
<p><b>Agency Special Accounts</b></p> <p>700 Fund            Established for inmate trust, restitution, and canteen operations.                Canteen                Inmate Trust/Restitution</p> <p>705 Fund            Established for Petty Cash transactions (discharge funds, bus tickets, cattle buys, and executions).</p>	54,620,000	49,020,000	5,600,000	11.42%

**Oklahoma Department of Corrections**  
**FY 2024 Capital Outlay Request**

Priority	Project	Cost Estimate
1	Jim E. Hamilton Correctional Center - Waste Water Treatment Plant	\$ 6,000,000
2	Statewide - Upgrades to Facility Fire Alarms and Suppression System	\$ 5,130,000
3	BJCC, DCCC, LARC, JHCC, JCCC , MACC, MBCC, OSP, OSR, - Micro-Net Replacement	\$ 750,000
4	Joseph Harp Correctional Center - Replace Doors, Frames, Access Control Panels, & Locking System	\$ 4,424,146
5	Jess Dunn Correctional Center -Elevator Modernization	\$ 99,754
6	James Crabtree Correctional Center - High Mast Lighting and Cameras	\$ 418,000
7	Multiple Minimum Facilities Fencing - DCCC, JBCC, JEHCC, LARC & NOCC	\$ 4,391,125
8	Statewide Upgrade to Surveillance Equipment	\$ 500,000
9	Lexington Assessment and Reception Center - Construction & Maintenance Metal Shop	\$ 53,323
10	Union City Community Corrections Center - Construction & Maintenance Metal Shop	\$ 53,323
11	Howard McLeod Correctional Center - Roof Replacement	\$ 357,856
12	James Crabtree Correctional Center - Kitchen Expansion	\$ 4,278,000
13	James Crabtree Correctional Center - Roof Repairs or Replacement	\$ 900,000
14	Northeast Oklahoma Correctional Center - Programs/Office Building	\$ 500,000
15	Jackie Brannon Correctional Center - Facility Equipment Upgrade	\$ 25,455
16	James Crabtree Correctional Center - Minimum Unit Perimeter Road Repair	\$ 750,000
17	Oklahoma State Reformatory - Rotunda and Administration Restoration	\$ 1,500,000
18	Jess Dunn Correctional Center - Tractor	\$ 66,595
19	Administration - Construction & Maintenance Tractor	\$ 28,071
20	James Crabtree Correctional Center - Generators	\$ 715,899
21	Jess Dunn Correctional Center – Install one In-Line Generator	\$ 200,000
22	Northeast Oklahoma Correctional Center - Siding/Windows	\$ 33,813
<b>Total FY 2024 Capital Project Request</b>		<b>\$ 31,175,359</b>

# OKLAHOMA DEPARTMENT OF CORRECTIONS REQUEST BILLS

#	Bill Description	Currently	Next Step
SB 1456	<b>Topic:</b> Authorize ODOC to hold its own CLEET Academy <b>Author:</b> Senator Jech <b>Sponsor:</b> Representative Newton	<b>Signed by the Governor</b>	Effective November 1
SB 14	<b>Topic:</b> Create authority for a Hospice & CNA training program <b>Authors:</b> Bergstrom <b>Sponsor:</b> Representative Humphrey	<b>Signed by the Governor</b>	Effective November 1
SB 1099	<b>Topic:</b> Commissioned Peace Officers should be able to maintain their commission if moved to a non-commissioned position. <b>Author:</b> Senator Bergstrom <b>Sponsor:</b> Representative Humphrey	<b>Signed by the Governor</b>	Effective November 1
HB 4352	<b>Topic:</b> Sarah Stitt Act cleanup language <b>Author:</b> Representative Hill <b>Sponsor:</b> Senator Weaver	<b>Signed by the Governor</b>	Effective November 1
HB 4353	<b>Topic:</b> Sarah Stitt Act cleanup language <b>Author:</b> Representative Hill <b>Sponsor:</b> Senator Weaver	<b>Signed by the Governor</b>	Effective November 1
HB 3135	<b>Topic:</b> Expand Community Sentencing to include misdemeanors <b>Author:</b> Representative Kendrix <b>Sponsor:</b> Senator Coleman	<b>Signed by Governor</b>	Effective November 1
HB 3103	<b>Topic:</b> Update the list of prisons in the state <b>Author:</b> Representative Steagall <b>Sponsor:</b> Senator Taylor	<b>Signed by the Governor</b>	Effective November 1
HB 3284	<b>Topic:</b> Create authority to hire 18 year olds as Detention Officers <b>Author:</b> Representative Humphrey	<b>Dead pursuant to the rules</b>	For failure to make deadline
HB 2332	<b>Topic:</b> Correct language on appointing authority for our director. <b>Author:</b> Representative Williams <b>Sponsor:</b> Senator Paxton	<b>Dead pursuant to the rules</b>	For failure to make deadline
HB 4017	<b>Topic:</b> Enshrine Correctional Teacher pay scale in statute <b>Author:</b> Representative Conley	<b>Dead pursuant to the rules</b>	For failure to make deadline
SB 1178	<b>Topic:</b> Create authority for a Hospice & CNA training program <b>Authors:</b> Senator Garvin <b>Sponsor:</b> Representative Roe	<b>Dead pursuant to the rules</b>	For failure to make deadline
HB 3294	<b>Topic:</b> County Jail reimbursement calculation <b>Author:</b> Representative Humphrey <b>Sponsor:</b> Senator Taylor	<b>Dead pursuant to the rules</b>	For failure to make deadline

Section-02 Information Management	P-020100	Page: 1	Effective Date: 08/03/2022
Management of Information	ACA Standards: 2-CO-1A-25, 2-CO-1A-26, 2-CO-1A-27, 2-CO-1A-27-1, 2-CO-1E-07, 2-CO-1F-04, 2-CO-1F-06, 2-CO-1F-07, 5-ACI-1A-06, 5-ACI-1A-18, 5-ACI-1A-21, 5-ACI-1A-22, 5-ACI-1E-05, 5-ACI-1F-02, 5-ACI-1F-08, 4-ACRS-7D-05, 4-ACRS-7D-06, 4-ACRS-7F-01, 4-ACRS-7F-02, 4-ACRS-7F-04, 4-ACRS-7F-05, 4-ACRS-7F-06, 4-APPFS-1A-01, 4-APPFS-1A-02, 4-APPFS-1C-01, 4-APPFS-3D-16, 4-APPFS-3D-32, 4-APPFS-3D-33		
T. Hastings Siegfried, Chair Oklahoma Board of Corrections			

## Management of Oklahoma Department of Corrections Information

### I. Dissemination of Information

The Oklahoma Department of Corrections (ODOC) will ensure that the public is informed concerning the operations of the agency and has access to agency records in accordance with the Open Records Act.

#### A. Release of Information (2-CO-1A-27-1, 5-ACI-1A-22, 5-ACI-1F-02, 4-ACRS-7D-05, 4-APPFS-1C-01)

The public has a right to information concerning the operation of governmental agencies. Therefore, the agency will establish:

1. A public information office; (2-CO-1A-25, 2-CO-1A-27, 4-ACRS-7F-01, 4-ACRS-7F-02, 4-APPFS-1C-01)
2. Procedures for access to agency records and a process to specify materials which are confidential or have restricted access; (5-ACI-1A-22, 4-ACRS-7F-02)
3. Persons designated to release information from agency records;
4. Fees for the reproduction of agency records; and
5. Fees for the production of agency records that require the agency to search for records that are not readily available.

#### B. Release of Inmate Information (5-ACI-1A-21, 5-ACI-1E-05, 4-ACRS-7F-04, 4-ACRS-7F-06)

The agency's procedures for distribution of information concerning inmates released to the community to appropriate law enforcement agencies will be in accordance with federal and state law and in the interest of public safety.

#### C. Release of Records (2-CO-1A-26)

The Oklahoma Board of Corrections (OBOC) finds that the release of public

records already in existence is in the best interest of the people of Oklahoma. Therefore:

1. The ODOC will fulfill all legitimate Open Records Act requests to the best of the agency's ability. The OBOC finds that requests for reports requiring agency staff to do more than gather already existing records is disruptive to agency operations, as staffing shortages are a continuing problem.
    - a. Any request from the public for records or information that will require the agency to create a new record may be denied.
    - b. The agency will notify the requesting party of an existing record when such record closely matches the request and will determine whether the requesting party desires that existing record.
  2. The OBOC finds that any request for records requiring the agency staff to search files that are not readily available in current and active agency files is disruptive to agency operations.
    - a. Any request from the public for records or information that will require the agency to search old or archived files in any manner will require that the requesting party reimburse the agency for the search.
    - b. The agency will notify the requesting party whether a search will be necessary, provide an estimate of the cost of the search and notify the requesting party that pre-payment is required before the search is initiated.
    - c. Upon acknowledgement and pre-payment by the requesting party, the agency may begin to search for the records.
- D. Privacy (2-CO-1E-07, 2-CO-1F-06, 5-ACI-1E-05, 4-ACRS-7F-02, 4-APPFS-1C-01)

Requests for information or records regarding an inmate/offender that require the release of sensitive or personal information will not be fulfilled without a notarized release signed by the inmate/offender.

1. This information may include, but is not limited to social security numbers, medical records and/or the identification of the inmate/offender's relatives.
2. Where permissible, private information will be deleted before a document is released.



3. Requests for records that involve a misconduct report or grievance will not be fulfilled until the misconduct report and the appeal are complete or the grievance and appeal are complete.
4. If the grievance concerns a sensitive issue, such as medical care or the protection of the inmate/offender, the record request will not be fulfilled without a notarized release signed by the inmate/offender.

E. Responding to Inquiries

The OBOC finds that the goal of a safe, effective and efficient management of agency operations is best accomplished when alleged problems are addressed and resolved at the level of the agency closest to where the issue arose and by those assigned to manage and supervise the agency. Further, this goal is subverted if the inmate/offender bypasses the chain of command within the agency through the agency grievance and disciplinary process. It is the policy of the OBOC that inmates/offenders are to address their problems or requests with agency staff who directly supervise the inmate/offender. If unable to reach resolution, inmates/offenders are to utilize the agency grievance process and the agency disciplinary appeal process.

1. Requests to Board Members

Inquiries or requests for open records received by a member of the OBOC from the public will be forwarded to the agency director. If there is a request on behalf of an inmate/offender that does not constitute a request for records, the agency director or their designee will notify the requesting party that the inmate/offender has been advised to file a grievance or file a proper appeal of misconduct. Request for records will be forwarded to the agency director for response.

2. Requests from Staff

The agency will develop procedures for responding to inquiries and open records that are requested from staff. The response will be consistent with the agency grievance and disciplinary process and will comply with the Open Records Act in accordance with [OP-110205](#) entitled "Employee Grievance Resolution Procedures."

II. Management Reports

The agency will develop ongoing management reports to be used by the OBOC and the agency as a basis for management decisions in order to ensure maximum efficiency and to provide accurate information for planning programs, services and

security needs. Reports will be provided which convey accurate information at least quarterly to appropriate decision makers. (2-CO-1F-04, 5-ACI-1A-18, 4-APPFS-3D-02, 4-APPFS-3D-32, 4-APPFS-3D-33)

### III. Standards for Inter-Agency Planning and Coordination

The ODOC will participate with external agencies and organizations in mutual exchange of information and resources, coordinated planning, and inter-agency consultation. (2-CO-1F-07, 5-ACI-1A-06, 5-ACI-1F-08, 4-ACRS-7D-06, 4-ACRS-7F-04, 4-APPFS-1A-02, 4-APPFS-3D-16, 4-APPFS-3D-33)

#### A. Purpose

Inter-agency planning and coordination will:

1. Promote increased interaction, coordination, and communication between the agency and external agencies or organizations;
2. Ensure agency actions do not duplicate or conflict with the efforts of other organizations and agencies; and
3. Ensure the agency has a voice in planning activities that will have impact upon corrections and the criminal justice system.

#### B. Procedure (5-ACI-1A-06, 4-ACRS-7F-05, 4-APPFS-1A-01)

1. The agency will seek to involve representatives from other agencies and organizations in policy development and will solicit their advice and assistance as needed in the development of new programs.
2. The agency will actively participate with external agencies in advisory councils and committees, planning conferences, training seminars, task force projects and other planning and coordinating activities.

### IV. References

OP-110205 entitled "Employee Grievance Resolution Procedures"

Open Records Act

51 O.S. § 24A.1. et. seq.

### V. Action

The agency director is responsible for compliance of this policy.

The chief administrator of Communications and Government Relations is

responsible for the annual review and revisions of this policy.

Any exceptions to this policy require prior written approval of the Oklahoma Board of Corrections.

This policy statement is effective as indicated.

Replaced: Policy Statement P-020100 entitled "Management of Oklahoma Department of Corrections Information" dated July 8, 2021

Distribution: Policy and Operations Manuals  
Agency Website

Section-02 Information Management	P-020100	Page: 1	Effective Date: <a href="#">07/08/2021draft</a>
Management of Information	ACA Standards: 2-CO-1A-25, 2-CO-1A-26, 2-CO-1A-27, 2-CO-1A-27-1, 2-CO-1E-07, 2-CO-1F-04, 2-CO-1F-06, 2-CO-1F-07, 5-ACI-1A-06, 5-ACI-1A-18, 5-ACI-1A-21, 5-ACI-1A-22, 5-ACI-1E-05, 5-ACI-1F-02, 5-ACI-1F-08, 4-ACRS-7D-05, 4-ACRS-7D-06, 4-ACRS-7F-01, 4-ACRS-7F-02, 4-ACRS-7F-04, 4-ACRS-7F-05, 4-ACRS-7F-06, 4-APPFS-1A-01, 4-APPFS-1A-02, 4-APPFS-1C-01, 4-APPFS-3D-16, 4-APPFS-3D-32, 4-APPFS-3D-33		
T. Hastings Siegfried, Chair Oklahoma Board of Corrections			

## Management of Oklahoma Department of Corrections Information

### I. Dissemination of Information

The Oklahoma Department of Corrections (ODOC) will ensure that the public is informed concerning the operations of the agency and has access to agency records in accordance with the Open Records Act.

#### A. Release of Information (2-CO-1A-27-1, 5-ACI-1A-22, 5-ACI-1F-02, 4-ACRS-7D-05, 4-APPFS-1C-01)

The public has a right to information concerning the operation of governmental agencies. Therefore, the agency will establish:

1. A public information office; (2-CO-1A-25, 2-CO-1A-27, 4-ACRS-7F-01, 4-ACRS-7F-02, 4-APPFS-1C-01)
2. Procedures for access to agency records and a process to specify materials which are confidential or have restricted access; (5-ACI-1A-22, 4-ACRS-7F-02)
3. Persons designated to release information from agency records;
4. Fees for the reproduction of agency records; and
5. Fees for the production of agency records that require the agency to search for records that are not readily available.

#### B. Release of Inmate Information (5-ACI-1A-21, 5-ACI-1E-05, 4-ACRS-7F-04, 4-ACRS-7F-06)

The agency's procedures for distribution of information concerning inmates released to the community to appropriate law enforcement agencies will be in accordance with federal and state law and in the interest of public safety.

C. Release of Records (2-CO-1A-26)

The Oklahoma Board of Corrections (OBOC) finds that the release of public records already in existence is in the best interest of the people of Oklahoma. Therefore:

1. The ODOC will fulfill all legitimate Open Records Act requests to the best of the agency's ability. The OBOC finds that requests for reports requiring agency staff to do more than gather already existing records is disruptive to agency operations, as staffing shortages are a continuing problem.

- a. Any request from the public for records or information that will require the agency to create a new record may be denied.
- b. The agency will notify the requesting party of an existing record when such record closely matches the request and will determine whether the requesting party desires that existing record.

2. The OBOC finds that any request for records requiring the agency staff to search files that are not readily available in current and active agency files is disruptive to agency operations.

- a. Any request from the public for records or information that will require the agency to search old or archived files in any manner will require that the requesting party reimburse the agency for the search.
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- c. Upon acknowledgement and pre-payment by the requesting party, the agency may begin to search for the records.

D. Privacy (2-CO-1E-07, 2-CO-1F-06, 5-ACI-1E-05, 4-ACRS-7F-02, 4-APPFS-1C-01)

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1. This information may include, but is not limited to social security numbers, medical records and/or the identification of the inmate/offender's relatives.

2. Where permissible, private information will be deleted before a document is released.
3. Requests for records that involve a misconduct report or grievance will not be fulfilled until the misconduct report and the appeal are complete or the grievance and appeal are complete.
4. If the grievance concerns a sensitive issue, such as medical care or the protection of the inmate/offender, the record request will not be fulfilled without a notarized release signed by the inmate/offender.

E. Responding to Inquiries

The [O](#)BOC finds that the goal of a safe, effective and efficient management of agency operations is best accomplished when alleged problems are addressed and resolved at the level of the agency closest to where the issue arose and by those assigned to manage and supervise the agency. Further, this goal is subverted if the inmate/offender bypasses the chain of command within the agency through the agency grievance and disciplinary process. It is the policy of the [O](#)BOC that inmates/offenders are to address their problems or requests with agency staff who directly supervise the inmate/offender. If unable to reach resolution, inmates/offenders are to utilize the agency grievance process and the agency disciplinary appeal process.

1. Requests to Board Members

Inquiries or requests for open records received by a member of the [O](#)BOC from the public will be forwarded to the agency director. If there is a request on behalf of an inmate/offender that does not constitute a request for records, the agency director or ~~his~~[their](#) designee will notify the requesting party that the inmate/offender has been advised to file a grievance or file a proper appeal of misconduct. Request for records will be forwarded to the agency director for response.

2. Requests from Staff

The agency will develop procedures for responding to inquiries and open records that are requested from staff. The response will be consistent with the agency grievance and disciplinary process and will comply with the Open Records Act in accordance with [OP-110205](#) entitled "Employee Grievance Resolution Procedures."

II. Management Reports

The agency will develop ongoing management reports to be used by the [O](#)BOC and the agency as a basis for management decisions in order to ensure maximum efficiency and to provide accurate information for planning programs, services and security needs. Reports will be provided which convey accurate information at least quarterly to appropriate decision makers. (2-CO-1F-04, 5-ACI-1A-18, 4-APPFS-3D-02, 4-APPFS-3D-32, 4-APPFS-3D-33)

### III. Standards for Inter-Agency Planning and Coordination

The ODOC will participate with external agencies and organizations in mutual exchange of information and resources, coordinated planning, and inter-agency consultation. (2-CO-1F-07, 5-ACI-1A-06, 5-ACI-1F-08, 4-ACRS-7D-06, 4-ACRS-7F-04, 4-APPFS-1A-02, 4-APPFS-3D-16, 4-APPFS-3D-33)

#### A. Purpose

Inter-agency planning and coordination will:

1. Promote increased interaction, coordination, and communication between the agency and external agencies ~~and~~or organizations;
2. Ensure agency actions do not duplicate or conflict with the efforts of other organizations and agencies; and
3. Ensure the agency has a voice in planning activities that will have impact upon corrections and the criminal justice system.

#### B. Procedure (5-ACI-1A-06, 4-ACRS-7F-05, 4-APPFS-1A-01)

1. The agency will seek to involve representatives from other agencies and organizations in policy development and will solicit their advice and assistance as needed in the development of new programs.
2. The agency will actively participate with external agencies in advisory councils and committees, planning conferences, training seminars, task force projects and other planning and coordinating activities.

### IV. References

~~51 O.S. § 24A.1. et. seq.~~  
[OP-110205 entitled "Employee Grievance Resolution Procedures"](#)

[Open Records Act](#)

[51 O.S. § 24A.1. et. seq.](#)

V. Action

The agency director is responsible for compliance of this policy.

The ~~chief of Strategic Engagement~~ chief administrator of Communications and Government Relations is responsible for the annual review and revisions of this policy.

Any exceptions to this policy require prior written approval of the Oklahoma Board of Corrections.

This policy statement is effective as indicated.

Replaced: Policy Statement ~~No.~~ P-020100 entitled "Management of Oklahoma Department of Corrections Information" dated July 8, 2021 ~~June 30, 2020~~

Distribution: Policy and Operations Manuals  
Agency Website



<b>Section-06 Classification and Case Management</b>	<b>P-060100</b>	<b>Page: 1</b>	<b>Effective Date: 08/03/2022</b>
<b>Classification and Case Management of Inmates/Offenders</b>	<b>ACA Standards: 2-CO-1E-01, 2-CO-1E-02, 2-CO-1E-05, 2-CO-1E-06, 2-CO-1E-07, 2-CO-1E-08, 2-CO-1E-09, 2-CO-4B-01, 2-CO-4B-02, 5-ACI-1E-01, 5-ACI-1E-03, 5-ACI-1E-04, 5-ACI-5B-01, 5-ACI-5B-05, 5-ACI-5B-10, 5-ACI-5E-09, 5-ACI-5F-03, 4-ACRS-5A-01, 4-ACRS-5A-07, 4-ACRS-7D-08, 4-ACRS-7D-11, 4-APPFS-2A-03, 4-APPFS-2A-07, 4-APPFS-2A-16, 4-APPFS-2C-01, 4-APPFS-3D-28</b>		
<b>T. Hastings Siegfried, Chair</b> <b>Oklahoma Board of Corrections</b>			

## **Classification and Case Management of Inmates/Offenders**

The Oklahoma Department of Corrections (ODOC) properly classifies inmates/offenders, administers sentences and provides clemency consideration in accordance with the order of the courts and statutory requirements.

### **I. Classification**

Written policy, procedure, and practice provide for a written inmate classification plan. The plan specifies the objectives of the classification system and methods for achieving them, and it provides a monitoring and evaluation mechanism to determine whether the objectives are being met. (5-ACI-5B-01)

#### **A. Classification Standards (2-CO-4B-01, 5-ACI-5B-01, 4-ACRS-5A-01, 4-APPFS-2A-03)**

1. The ODOC has established a comprehensive and uniform classification system, based on security and programmatic needs, for the supervision of incarcerated inmates and supervised offenders.
2. Established procedures ensuring the classification system of the agency is an objective/descriptive system.

#### **B. Parole Procedures (4-APPFS-2C-01)**

ODOC will comply with the procedures established by the Pardon and Parole Board to provide equitable clemency consideration for inmates. The agency has established procedures to ensure:

1. Information necessary to determine an appropriate docket date is provided to the staff members of the Pardon and Parole Board;
2. Information regarding an inmate's incarceration, which is required in determining clemency, is provided to the Pardon and Parole Board; (5-ACI-5B-10)
3. The preparation of parole programs; and (4-APPFS-2A-07)
4. Supervising parolees as ordered.

C. Transfers (5-ACI-5F-03, 4-ACRS-5A-06, 4-APPFS-2A-11)

In order to provide adequate security, supervision and programmatic opportunity compatible with each inmate's individualized needs, the agency has established uniform procedures for inmate transfers, including emergency transfers.

II. Case Management (5-ACI-5B-05, 5-ACI-5E-09, 4-ACRS-5A-07)

A. The ODOC case management responsibilities include:

1. Appropriate and timely classification of all inmates and offenders;
2. Providing crisis intervention;
3. Work assignments;
4. Programmatic activities;
5. Managing behavior;
6. Developing open communication between staff and inmates;
7. Appropriate assistance with reentry; and
8. Assisting with facility operations and inmate development.

B. Other functions include documenting and communicating any behavior that may present a risk to the facility, staff, inmates or the public in order to ensure appropriate action is taken to fulfill the agency's mission.

III. Sentence Administration (5-ACI-1E-03)

The ODOC ensures the length of confinement or supervision is calculated accurately, recorded and implemented in accordance with the order of the court and statutory requirements.

- A. Standards for sentence administration are established to ensure inmates/offenders under the jurisdiction of the agency are incarcerated/supervised according to the order of the sentencing court.
- B. Standards for sentence administration are established consistent with Gubernatorial Memorandum 2015-01.
- C. Procedures for the foreign and domestic extradition process, the Interstate Agreement on Detainers, the application of statutory time credits and sentence sequencing are developed. (2-CO-4B-02, 4-APPFS-2A-16)

IV. Inmate/Offender Records (2-CO-1E-01, 2-CO-1E-02, 5-ACI-1E-01, 4-ACRS-7D-

08, 4-APPFS-3D-28)

Written policy and procedure govern case record management, including at a minimum the following areas: the establishment, use, and content of inmate records; right to privacy; secure placement and preservation of records; and schedule for retiring or destroying inactive records. (5-ACI-1E-01)

Procedures are established for:

- A. The creation, organization, transfer, closure, review and preservation of inmate/offender records; (2-CO-1E-02, 2-CO-1E-09)
- B. Inmate/offender access to records; (2-CO-1E-06, 5-ACI-1E-04, 4-ACRS-7D-11)
- C. Assignment of a unique register number to all inmates/offenders; and
- D. The appropriate release of inmate/offender information ([OP-060212 Attachment F.](#)) (2-CO-1E-07, 2-CO-1E-08)

V. References

Gubernatorial Memorandum 2015-01

VI. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require written approval of the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement P-060100 entitled "Classification and Case Management of Inmates/Offenders" dated July 8, 2021

Distribution: Policy and Operations Manual  
Agency Website

Section-06 Classification and Case Management	P-060100	Page: 1	Effective Date: <a href="#">07/08/2024draft</a>
Classification and Case Management of Inmates/Offenders	ACA Standards: 2-CO-1E-01, 2-CO-1E-02, 2-CO-1E-05, 2-CO-1E-06, 2-CO-1E-07, 2-CO-1E-08, 2-CO-1E-09, 2-CO-4B-01, 2-CO-4B-02, 5-ACI-1E-01, 5-ACI-1E-03, 5-ACI-1E-04, 5-ACI-5B-01, 5-ACI-5B-05, 5-ACI-5B-10, 5-ACI-5E-09, 5-ACI-5F-03, 4-ACRS-5A-01, 4-ACRS-5A-07, 4-ACRS-7D-08, 4-ACRS-7D-11, 4-APPFS-2A-03, 4-APPFS-2A-07, 4-APPFS-2A-16, 4-APPFS-2C-01, 4-APPFS-3D-28		
T. Hastings Siegfried, Chair Oklahoma Board of Corrections			

## Classification and Case Management of Inmates/Offenders

The Oklahoma Department of Corrections (ODOC) properly classifies inmates/offenders, administers sentences and provides clemency consideration in accordance with the order of the courts and statutory requirements.

### I. Classification

Written policy, procedure, and practice provide for a written inmate classification plan. The plan specifies the objectives of the classification system and methods for achieving them, and it provides a monitoring and evaluation mechanism to determine whether the objectives are being met. (5-ACI-5B-01)

#### A. Classification Standards (2-CO-4B-01, 5-ACI-5B-01, 4-ACRS-5A-01, 4-APPFS-2A-03)

1. The ODOC has established a comprehensive and uniform classification system, based on security and programmatic needs, for the supervision of incarcerated inmates and supervised offenders.
2. Established procedures ensuring the classification system of the agency is an objective/descriptive system.

#### B. Parole Procedures (4-APPFS-2C-01)

ODOC will comply with the procedures established by the Pardon and Parole Board to provide equitable clemency consideration for inmates. The agency has established procedures to ensure:

1. Information necessary to determine an appropriate docket date is provided to the staff members of the Pardon and Parole Board;
2. Information regarding an inmate's incarceration, which is required in determining clemency, is provided to the Pardon and Parole Board; (5-ACI-5B-10)
3. The preparation of parole programs; and (4-APPFS-2A-07)
4. Supervising parolees as ordered.

C. Transfers (5-ACI-5F-03, 4-ACRS-5A-06, 4-APPFS-2A-11)

In order to provide adequate security, supervision and programmatic opportunity compatible with each inmate's individualized needs, the agency has established uniform procedures for inmate transfers, including emergency transfers.

II. Case Management (5-ACI-5B-05, 5-ACI-5E-09, 4-ACRS-5A-07)

A. The ODOC case management responsibilities include:

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8. Assisting with facility operations and inmate development.

B. Other functions include documenting and communicating any behavior that may present a risk to the facility, staff, inmates or the public in order to ensure appropriate action is taken to fulfill the agency's mission.

III. Sentence Administration (5-ACI-1E-03)

The ODOC ensures the length of confinement or supervision is calculated accurately, recorded and implemented in accordance with the order of the court and statutory requirements.

- A. Standards for sentence administration are established to ensure inmates/offenders under the jurisdiction of the agency are incarcerated/supervised according to the order of the sentencing court.
- B. Standards for sentence administration are established consistent with Gubernatorial Memorandum 2015-01.
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IV. Inmate/Offender Records (2-CO-1E-01, 2-CO-1E-02, 5-ACI-1E-01, 4-ACRS-7D-

08, 4-APPFS-3D-28)

Written policy and procedure govern case record management, including at a minimum the following areas: the establishment, use, and content of inmate records; right to privacy; secure placement and preservation of records; and schedule for retiring or destroying inactive records. (5-ACI-1E-01)

Procedures are established for:

- A. The creation, organization, transfer, closure, review and preservation of inmate/offender records; (2-CO-1E-02, 2-CO-1E-09)
- B. Inmate/offender access to records; (2-CO-1E-06, 5-ACI-1E-04, 4-ACRS-7D-11)
- C. Assignment of a unique register number to all inmates/offenders; and
- D. The appropriate release of inmate/offender information ([OP-060212 Attachment F.](#)) (2-CO-1E-07, 2-CO-1E-08)

#### V. References

[Gubernatorial Memorandum 2015-01](#)

#### VI. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require written approval of the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement ~~No.~~ P-060100 entitled "Classification and Case Management of Inmates/Offenders" dated ~~June 30, 2020~~ July 8, 2021

Distribution: Policy and Operations Manual  
Agency Website

Section-09 Programs	P-090100	Page: 1	Effective Date: 08/03/2022
Provisions of Programs	ACA Standards: 2-CO-4F-01, 2-CO-5B-01, 5-ACI-3D-04, 4-ACRS-5A-02, 4-ACRS-6B-01		
T. Hasting Siegfried, Chair Oklahoma Board of Corrections			

## Provisions of Programs

The Oklahoma Department of Corrections (ODOC) has established a system of inmate programs that delivers services incorporating the best correctional practices and current correctional theory and technology. The goal of inmate programs is to reduce criminal risk through methods that demonstrate measurable change in inmate behavior, which may in turn reduce recidivism. The provision of programs prohibits discrimination based on an inmate's race, religion, national origin, sex, disability, or political views in making administrative decisions and in providing access to programs and ensures gender parity and a standardized continuum of treatment based upon assessed needs and risk assessment. (5-ACI-3D-04, 4-ACRS-6B-01)

### I. Inmate Programs (2-CO-4F-01)

Core inmate programs consist of education, substance abuse treatment, cognitive behavioral programming, career and technical training and reentry. Inmates are to be placed in appropriate programs based upon assessed level of need, time to projected release and available resources. (4-ACRS-5A-02)

### II. Objective Criteria for Programs (2-CO-5B-01)

#### A. Education

ODOC will adhere to Title 57 O.S. § 510.7 which requires that inmates are given the opportunity to receive at least a high school equivalency education based upon available resources and in accordance with eligibility requirements. All inmates will have an educational assessment at the first facility placement post reception. Priority will be given to inmates lacking basic literacy skills.

#### B. Substance Abuse Treatment (SAT)

Inmates are assessed for substance abuse treatment needs at reception. Priority will be given to inmates having a moderate to high need for substance abuse treatment who have sufficient time to complete a program and who are projected to release upon or shortly after program completion.

#### C. Cognitive Behavioral

Cognitive behavioral programs address criminogenic factors that increase risk for re-incarceration. These programs are designed to promote positive changes in thinking and behavior. Inmates are assessed at reception. Priority will be given to inmates assessed with a cognitive behavioral need.

Placement of inmates into these programs is based upon available resources and sufficient time to complete the program.

D. Vocational Programs

In partnership with the Oklahoma Department of Career and Technology Education, and other vocational providers, ODOC will provide inmates the opportunities to learn a skill before returning to society and to the extent resources are available.

E. Reentry

Every inmate will have the opportunity to receive assistance with reentry resources through a well-developed pre-release plan prior to being released from custody.

III. References

57 O.S. § 504(2) and 510.6

57 O.S. § 510.7

IV. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval from the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement P-090100 entitled "Provisions of Programs" dated July 8, 2021

Distribution: Policy and Operations Manual  
Agency Website



Section-09 Programs	P-090100	Page: 1	Effective Date: <a href="#">07/08/2024draft</a>
Provisions of Programs	ACA Standards: 2-CO-4F-01, 2-CO-5B-01, 5-ACI-3D-04, 4-ACRS-5A-02, 4-ACRS-6B-01		
T. Hasting Siegfried, Chair Oklahoma Board of Corrections			

## Provisions of Programs

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I. Inmate Programs (2-CO-4F-01)

Core inmate programs consist of education, substance abuse treatment, cognitive behavioral programming, career and technical training and reentry. Inmates are to be placed in appropriate programs based upon assessed level of need, time to projected release and available resources. (4-ACRS-5A-02)

II. Objective Criteria for Programs (2-CO-5B-01)

A. Education

ODOC will adhere to Title 57 [O.S.](#) § 510.7 which requires that inmates are given the opportunity to receive at least a high school equivalency education based upon available resources and in accordance with eligibility requirements. All inmates will have an educational assessment at the first facility placement post reception. Priority will be given to inmates lacking basic literacy skills.

B. Substance Abuse Treatment (SAT)

Inmates are assessed for substance abuse treatment needs at reception. Priority will be given to inmates having a moderate to high need for substance abuse treatment who have sufficient time to complete a program and who are projected to release upon or shortly after program completion.

C. Cognitive Behavioral

Cognitive behavioral programs address criminogenic factors that increase risk for re-incarceration. These programs are designed to promote positive changes in thinking and behavior. Inmates are assessed at reception. Priority will be given to inmates assessed with a cognitive behavioral need.

Placement of inmates into these programs is based upon available resources and sufficient time to complete the program.

D. Vocational Programs

In partnership with the Oklahoma Department of Career and Technology Education, and other vocational providers, ODOC will provide inmates the opportunities to learn a skill before returning to society and to the extent resources are available.

E. Reentry

Every inmate will have the opportunity to receive assistance with reentry resources through a well-developed pre-release plan prior to being released from custody.

III. References

57 O.S. § 504(2) and 510.6

57 [O.S.](#) § 510.7

IV. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval from the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement ~~No.~~ P-090100 entitled "Provisions of Programs" dated ~~June 30, 2020~~ [July 8, 2021](#)

Distribution: Policy and Operations Manual  
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<b>Section-17 Community Sentencing</b>	<b>P-170100</b>	<b>Page: 1</b>	<b>Effective Date: 08/03/2022</b>
<b>Community Sentencing</b>	<b>ACA Standards: 2-CO-1A-15</b>		
<b>T. Hastings Siegfried, Chair</b> <b>Oklahoma Board of Corrections</b>			

## **Community Sentencing**

### **I. Purpose/Function**

#### **A. Management of Systems**

The Oklahoma Board of Corrections' policy is that the Oklahoma Department of Corrections (ODOC) implements and administers the Oklahoma Community Sentencing Act and any additional law provisions relating to the operation and management of a statewide community sentencing system.

#### **B. Duties**

The ODOC will have the duty to:

1. Administer a statewide community sentencing system under the provisions of the Oklahoma Community Sentencing Act and other law provisions;
2. Establish goals and standards for the statewide community sentencing system and the local community sentencing systems;
3. Promulgate rules according to the Administrative Procedures Act for the implementation and operation of the Oklahoma Community Sentencing Act;
4. Provide technical assistance and administrative support to each local community sentencing system;
5. Coordinate and collaborate with other state agencies for services and technical assistance to each local community sentencing system;
6. Apply for and accept money and other assets to be utilized for support of a statewide community sentencing system and to allocate and disburse appropriated funds to local community sentencing systems through an appropriate funding method;
7. Review, analyze, and fund local system plans within budgetary limitations;
8. Contract with local service providers and state agencies for services to the local system;

9. Identify and solicit other funding sources and resources to support the statewide community sentencing system;
10. Request post audits of state funds;
11. Monitor and coordinate local systems;
12. Provide performance-based evaluations for all service providers of the statewide system;
13. Report annually (by January 15 of each year) to the legislature and the Governor on the statewide system; and
14. Disseminate information to local administrators and community sentencing systems concerning corrections issues.

II. References

22 O.S. § 988.1 through 988.24

Administrative Procedures Act

Oklahoma Community Sentencing Act

III. Action

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions of this policy.

Any exception to this policy statement will require prior written approval from the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement P-170100 entitled "Community Sentencing" dated July 8, 2021

Distribution: Policy and Operations Manual  
Agency Website

Section-17 Community Sentencing	P-170100	Page: 1	Effective Date: <a href="#">07/08/2021draft</a>
Community Sentencing	ACA Standards: 2-CO-1A-15		
T. Hastings Siegfried, -Chair Oklahoma Board of Corrections			

## Community Sentencing

### I. Purpose/Function

#### A. Management of Systems

~~It is the policy of the~~ The Oklahoma Board of Corrections' policy is ~~(BOC)~~ that the Oklahoma Department of Corrections ~~(ODOC)~~ (ODOC) implements and administers the Oklahoma Community Sentencing Act and any additional law provisions ~~of law~~ relating to the operation and management of a statewide community sentencing system.

#### B. Duties

The ~~Oklahoma Department of Corrections (ODOC)~~ ODOC will have the duty to:

1. Administer a statewide community sentencing system pursuant ~~to~~ under the provisions of the Oklahoma Community Sentencing Act and other law provisions ~~of law~~;
2. Establish goals and standards for the statewide community sentencing system and the local community sentencing systems;
3. Promulgate rules pursuant ~~to~~ according to the Administrative Procedures Act for the implementation and operation of the Oklahoma Community Sentencing Act;
4. Provide technical assistance and administrative support to each local community sentencing system;
5. Coordinate and collaborate with other state agencies for services and technical assistance to each local community sentencing system;
6. Apply for and accept money and other assets to be utilized for support of a statewide community sentencing system and to allocate and disburse appropriated funds to local community sentencing systems through an appropriate funding method;
- 6.7.
- 7.8. Review, analyze, and fund local system plans within budgetary limitations;
- 8.9. Contract with local service providers and state agencies for services to the local system;

~~9-10.~~ Identify and solicit other funding sources and resources to support the statewide community sentencing system;

~~10-11.~~ Request post audits of state funds;

11. Monitor and coordinate local systems;
12. Provide performance-based evaluations for all service providers of the statewide system;
13. Report annually (by January 15 of each year) to the legislature and the Governor on the statewide system; and
14. Disseminate information to local administrators and community sentencing systems concerning corrections issues.

## II. References

22 O.S. § 988.1 through 988.24

[Administrative Procedures Act](#)

[Oklahoma Community Sentencing Act](#)

## III. Action

The agency director is responsible for compliance with this policy.

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Any exception to this policy statement will require prior written approval from the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement ~~No. P-170100~~ entitled "Community Sentencing" dated ~~June 30, 2020~~ [July 8, 2021](#)

Distribution: Policy and Operations Manual  
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## ReMerge Program

### ReMerge Program Mission

ReMerge is a trauma-informed program that keeps women in the community and out of prison, offering life-changing opportunities for them and their families. The mission is to restore mothers in families through a comprehensive diversion program of treatment, recovery, and hope. ReMerge serves mothers of minor children who are facing non-violent felony charges in Oklahoma County. Participants are referred by their attorney and then screened by ODMHSAS to determine the level of care needed, with final approval being given by the District Attorney's office. ReMerge mothers are high-risk and high-need, meaning that without substantial treatment and support, they are unlikely to break the cycles of incarceration, addiction, and poverty plaguing their families. Background of childhood trauma or neglect, substance abuse, and poverty makes it hard to create change on their own. When entering the program, ReMerge mothers lack stable housing, employment, sobriety, and the ability to care for their children.

ReMerge is a four-phase program lasting 18 to 24 months. The program provides basic needs including clothing, housing, transportation, and access to medical and dental care. Additionally, they receive trauma-informed treatment for mental health and substance abuse, parenting classes, financial literacy, health and wellness education, and educational and employment assistance including GED tutoring, and resume assistance. While there are common themes of childhood trauma, domestic violence, family cycles of addiction, and poverty for most of the women in our program, it is understood they are each individuals with unique needs and are equipped to customize the program to meet those needs.

Upon graduation, a ReMerge mother has safe and stable housing, is reunified with her minor children, is maintaining sobriety, and is on the pathway to stable employment. What makes ReMerge truly different from other diversion programs, is a ReMerge graduate is eligible to have her charges dismissed, removing a substantial barrier to the rest of her life. After graduation, ReMerge graduates are encouraged to stay connected through ReMerge Continuing Care.

In 2021, ReMerge celebrated 10 years of providing treatment, recovery, and hope. Over the past decade, 166 women have graduated from the ReMerge program. Transforming their lives and reunifying with their combined 404 children. During the life of the organization, 92% of the graduates have continued to avoid incarceration and over the last three years of programming, that number has improved to 96%.



By holistically treating mothers instead of incarcerating them, ReMerge creates better outcomes for them, their children, our community, and our economy. ReMerge graduates were provided a pathway to restore their lives, instead of spending over 753 years combined in prison. Over the last ten years, ReMerge has saved the state \$39 million dollars including the cost of incarceration, lost wages, and the cost of foster care. We have also played an active role in mending the torn social fabric and setting families on paths to brighter, safer, healthier, and more productive futures.

## Staffing

House Bill 2998, authorized the establishment of pilot programs funded by private and public funds to develop diversion programs. The Department of Corrections elected to provide public funds in the form of a staff person assigned to the program. Supervision of the women in the ReMerge is provided by Probation and Parole Officer Dusty Tate with an office on-site and is a part of the day-to-day operations of the ReMerge program.

The ReMerge program operates with several key positions such as the Education and Employment Specialist, Health and Wellness Coordinator, Child and Family Welfare Specialist, 2 Peer Recovery Support Service providers, 3 Care Team members, a Continuing Care Manager, and multiple individual therapists provided through Northcare. In addition, ReMerge partners with Legal Aid and Workforce who each provide an employee to office on-site.

## Program Structure

Potential clients of ReMerge are referred by their attorney through the Public Defender's office and then screened by the District Attorney's office to ensure their pending charges are acceptable. Once approved, they are screened by the Oklahoma Department of Mental Health and Substance Abuse Services using the ODASL to determine the level of care needed.

Upon entry, they begin the first phase of the program and are assigned to a team that includes a case manager, a therapist, a health and wellness program manager, a child reunification program manager, an education and employment coordinator, a strengthening families program manager, and a peer recovery support specialist. These teams support each mom to reach her goals and meet the competencies required for each phase.





**Phase I:** Assessment & Stabilization-reside at Firststep for the first 120 days and are transported to ReMerge five days a week for programs.

**Phase II:** Treatment & Education-transition into sober living, can begin seeking independent housing (after 30 days) and employment.

**Phase III:** Demonstration of Skills and Recovery-will have established long-term housing & consistent employment

**Phase IV:** Preparation for Graduation and Maintenance of Acquired Skills

## Sanctions

Once the need for a court sanction has been identified, the probation officer meets with the Program Director and Assistant Program Director to determine recommended action. The probation officer then conveys that information to the Judge and court team. The probation officer then ensures compliance with the Judge's orders and reports compliance.

## Current Initiatives

ReMerge intends to increase the number of women served per year to 75 from 50.

## Grant Funding

On May 1, 2021, ReMerge and the Department of Corrections collaborated to participate in House Bill 4154, Pay for Success Act funding. ReMerge was awarded \$720,000 to continue serving the women and families in Oklahoma County for five years.

