

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING**

Oklahoma Department of Corrections
3400 N Martin Luther King Avenue
Oklahoma City, Oklahoma
May 5, 2016

1. Call to Order and Roll Call

Kevin Gross, Chair

Chair Gross called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m. on Thursday, May 5, 2016, at the Oklahoma Department of Corrections (ODOC). The final agenda was posted at 12:47 p.m. on Wednesday, May 4, 2016, at the ODOC, which is at least twenty-four hours prior to the commencement of the meeting.

Chair Gross asked the clerk to call the roll:

Kevin Gross, Chair	Present	Adam Luck, Member	Present
Gene Haynes, Member	Present	Irma Newburn, Member	Present
Frazier Henke, Secretary	Present	Michael Roach, Vice Chair	Present
Todd Holder, Member	Present		

Calling of the roll reflected a quorum was present.

2. Old Business

Kevin Gross, Chair

There was no old business to discuss.

3. Approval of Board of Corrections Meeting Minutes

Kevin Gross, Chair

- Regular Meeting on April 7, 2016

Chair Gross stated the BOC had previously received the meeting minutes from April 7, 2016, for review and he would entertain a motion to approve. A copy of the meeting minutes is included in the BOC Packet for May 5, 2016.

Motion: Mr. Henke made a motion to approve the minutes and Mr. Haynes seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The minutes were approved by majority vote and there was no further discussion.

4. Interim Director’s Commendation

Joe M. Allbaugh, Interim Director

Interim Director Allbaugh provided the BOC with details of two correctional officers (CO), Ashawn Smith and Robert Gregg, from Lawton Correctional Facility who prevented a restrained inmate from being stabbed while they were escorting him. CO Gregg put himself between the restrained inmate and the assailants while CO Smith pulled the restrained inmate out of harm’s way. Interim Director Allbaugh presented CO Smith with a Director’s Commendation, thanking him for his bravery and for saving the restrained inmate’s life. CO Gregg was unable to attend the meeting

to receive his commendation but it will be forwarded to him at a later date. The BOC also thanked CO Smith and thanked him for his efforts.

5. Approval of Resolution for National Nurses Week (May 6-12, 2016) **Clint Castleberry, Division Manager Health Services**

Chair Gross stated the BOC had previously received a copy of the resolution for review and he would entertain a motion to approve. A copy of the resolution for National Nurses Week is included in the BOC Packet for May 5, 2016.

Motion: Mr. Holder made a motion to approve the resolution and Mr. Roach seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The resolution was approved by majority vote and there was no further discussion.

6. Approval of Board of Corrections Policies: **Ashlee Clemmons, Chief Administrator Business Services**

- **P-010200, Operating Procedures and Policies for the Oklahoma Board of Corrections**
- **P-120100, Management of State Funds and Assets**
- **P-150500, Eight Year, System-Wide Capital Improvement Program**

Chair Gross stated the BOC had previously received a copy of the policies for review and he would entertain a motion to approve. A copy of the policies with changes noted is included in the BOC Packet for May 5, 2016. Mr. Henke noted the Audit/Finance Committee had met and approved the policies for submission to and approval by the full BOC. The BOC queried about wording changes from “offender” to “inmate” throughout the policies. Ms. Clemmons and Interim Director Allbaugh affirmed it was to provide consistency throughout the agency’s various policies.

Motion: Mr. Henke made a motion to approve the policies as presented and Mr. Haynes seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The policies were approved by majority vote and there was no further discussion.

7. Monthly Update of FY 2016 Agency Budget **Ashlee Clemmons, Chief Administrator Business Services**

Ms. Clemmons provided the agency’s budget update as of March 31, 2016. A copy of the update is included in the BOC Packet for May 5, 2016.

8. Update of Offender Population **Laura Pitman, Ph.D., Division Manager Field Support**

Dr. Pitman provided the agency’s population update as of March 31, 2016. A copy of the update is included in the BOC Packet for May 5, 2016. Mr. Roach stated the Population/Private Prisons Committee had met with ODOC staff to discuss the inmate population.

9. Discussion and Approval of:

Joe M. Allbaugh, Interim Director

- Lease Agreement with Corrections Corporation of America for the Oklahoma Department of Corrections (ODOC) to Operate the North Fork Correctional Facility in Sayre, Oklahoma
- Facility Consolidation Plan

Interim Director Allbaugh recognized several legislators present at the BOC Meeting, thanking them for attending. The BOC was provided with information detailing the lease agreement with the Corrections Corporation of America (CCA) for the North Fork Correctional Facility.

Chair Gross opened the floor for comments and concerns from Senator Don Barrington, Senator Patrick Anderson, Representative Jeff Coody, and Representative Scooter Park about the facility consolidation plan. Interim Director Allbaugh provided the BOC with additional information about the lease agreement as well as the consolidation of all work centers at the Oklahoma State Reformatory.

Interim Director Allbaugh requested the BOC approve the lease agreement and facility consolidation plan as presented. The BOC discussed the lease agreement and facility consolidation plan, including ramifications on local communities. Representative Coody was granted the floor for additional comments and questions with Interim Director Allbaugh responding. Chair Gross also opened the floor for comments to the BOC from Steve Saxon, city manager for the City of Seminole.

Motion: Mr. Roach made a motion to approve the lease agreement and the facility consolidation plan as presented; Mr. Haynes seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The motion was approved by majority vote. Chair Gross thanked the legislators for their comments and there was no further discussion.

10. Update of Legislative Initiatives

Marilyn Davidson, Legislative Liaison

Ms. Davidson updated the BOC on recent legislative actions affecting the ODOC:

- SB884 allows the ODOC to register with the Oklahoma Bureau of Narcotics and Dangerous Drugs and Drug Enforcement Administration for a license to purchase Schedule 2 narcotics at each of the state facilities; signed by the governor on April 19, 2016.
- SB946 increases the limit the director can authorize for an expenditure in an emergency situation to \$250,000; passed the Senate floor on this date and will move to the governor's office for approval.
- SB1218 was replaced with cleanup language to remove facilities no longer in the ODOC and updated the location of the Mabel Bassett Correctional Center in statute; sent to the governor's office on May 2, 2016.

- SB1001 gives the ODOC the authority to issue a current warrant to arrest an inmate who has escaped; in conference committee at this time.
- HB2836 addresses the eligibility criteria for electronic monitoring by the ODOC and makes the program available to more non-violent offenders; in conference committee at this time.

Ms. Davidson updated the BOC on budget negotiations which are ongoing with the legislature. In addition, Ms. Bethany Wagener, ODOC Employee of the Year, was recognized on the floor of both the Oklahoma House of Representatives and the Oklahoma Senate on May 4, 2016. There was no further comments.

11. Committee Reports

Committee Chairs

Chair Gross asked the committee chairs for their reports.

- **Audit/Finance Committee**
The committee met earlier this date to discuss items on the agenda. There was nothing further to report from this meeting.
- **Female Offender Committee**
The committee did not meet this month.
- **Public Policy/Public Affairs Committee**
The committee did not meet this month.
- **Population/Private Prisons Committee**
The committee met on April 27, 2016, to discuss items on the agenda for this date. There was nothing further to report from this meeting.
- **Executive Committee**
The committee met on April 21, 2016 to set the agenda for the meeting this date. There was nothing further to report from this meeting.

12. New Business

Kevin Gross, Chair

There was no new business to discuss.

13. Announcements

Kevin Gross, Chair

There was no announcements to make.

14. Adjournment

Kevin Gross, Chair

There being no further business to come before the BOC, Chair Gross requested a motion to adjourn the meeting.

Motion: Mr. Henke made a motion to adjourn the meeting and Ms. Newburn seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Luck – yes; Ms. Newburn – yes; Mr. Roach – yes.

The adjournment was approved by majority vote and the meeting ended at 1:49 p.m.

Submitted to the Board of Corrections by:

[signature on file]

Kimberley Owen, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on the second day of June 2016, in which a quorum was present and voting.

Approved by:

[signature on file]

Frank X. Henke IV, Secretary
Board of Corrections

Date