

**OKLAHOMA BOARD OF CORRECTIONS  
REGULAR MEETING**

Clara Waters Community Corrections Center  
9901 N I-35 Service Road  
Oklahoma City, Oklahoma  
April 7, 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 1:01 p.m. on Thursday, April 7, 2016, at the Clara Waters Community Corrections Center. The final agenda was posted at 9:58 a.m. on Tuesday, April 5, 2016, at the Oklahoma Department of Corrections (ODOC) Administration, 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. Welcome**

**Brian Thornburgh, Center Administrator  
Clara Waters Community Corrections Center**

Mr. Thornburgh greeted and welcomed the BOC members to the facility. He provided general information about the facility as well as the inmate population.

**3. Old Business**

**Kevin Gross, Chair**

There was no old business to discuss.

**4. Approval of Board of Corrections Meeting Minutes**

**Kevin Gross, Chair**

- Regular Meeting on March 3, 2016

Chair Gross stated the BOC had previously received the meeting minutes from March 3, 2016, for review and he would entertain a motion to approve. A copy of the meeting minutes is included in the BOC Packet for April 7, 2016.

**Motion:** Mr. Haynes made a motion to approve the minutes 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 minutes were approved by majority vote and there was no further discussion.

**5. Approval of Resolution for National Volunteer Appreciation Week (April 10-16, 2016)** **Leo Brown, Agency Chaplain/Volunteer Coordinator**  
**Religious and Volunteer Services**

Mr. Brown provided information on National Volunteer Appreciation Week and the agency's volunteers who provide programs, activities and services to the inmate population. He read the resolution and requested approval by the BOC. 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 Volunteer Appreciation Week is included in the BOC Packet for April 7, 2016.

**Motion:** Mr. Henke made a motion to approve the resolution 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 resolution was approved by majority vote and there was no further discussion.

**6. Approval of Resolution for National Administrative Professional's Week (April 24-30, 2016)** **Tina Hicks, Associate Director**  
**Administrative Operations**

Ms. Hicks provided information on National Administrative Professional's Week and requested approval of the resolution as presented this date. 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 Administrative Professional's Week is included in the BOC Packet for April 7, 2016.

**Motion:** Mr. Holder made a motion to approve the resolution and Mr. Henke 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.

**7. Approval of Resolution for National Public Service Recognition Week (May 1-7, 2016)** **Don Grigsby, Coordinator**  
**Recruitment, Retention and Recognition**

Mr. Grigsby provided information on Public Service Recognition Week and requested approval of the resolution as presented this date. 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 Public Service Recognition Week is included in the BOC Packet for April 7, 2016.

**Motion:** Ms. Newburn made a motion to approve the resolution 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 resolution was approved by majority vote and there was no further discussion.

**8. Approval of Resolution for National Correctional Officer's Week (May 1-7, 2016)** **Don Grigsby, Coordinator**  
**Recruitment, Retention and Recognition**

Mr. Grigsby provided information on National Correctional Officer's Week and requested approval of the resolution as presented this date. 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 Correctional Officer's Week is included in the BOC Packet for April 7, 2016.

**Motion:** Mr. Henke 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.

**9. Approval of Resolution for National Teacher Appreciation Week (May 2-6, 2016) Jack Bowers, Senior Principal Education**

Mr. Bowers provided information on National Teacher Appreciation Week and requested approval of the resolution as presented this date. 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 Teacher Appreciation Week is included in the BOC Packet for April 7, 2016.

**Motion:** Mr. Haynes made a motion to approve the resolution and Mr. Holder 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.

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

Ms. Clemmons provided the agency's budget update as of February 29, 2016. A copy of the update is included in the BOC Packet for April 7, 2016. Ms. Clemmons also provided information on the adjustments/distribution of funds as a result of receiving a supplemental appropriation from the legislature. There was no further discussion.

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

Dr. Pitman provided the agency's population update as of February 29, 2016. A copy of the update is included in the BOC Packet for April 7, 2016. The BOC discussed the decline in the number of inmates assigned to the Global Positioning Satellite (GPS) Program; Dr. Pitman indicated it was as a result of policy changes affecting the eligibility criteria. There was no further discussion.

**12. Approval to direct Interim Director Joe M. Allbaugh to begin the process required by law to acquire by lease, lease-to-purchase, or purchase one or more correctional facilities located in Oklahoma and to present any negotiated lease or contract and a plan Kevin Gross, Chair**

**to fund the lease or contract to the Board for consideration**

Chair Gross provided information on discussions between Interim Director Allbaugh and private prison operators in the state about the possibility of leasing, purchasing and/or leasing-to-purchase one or more of the empty facilities. Interim Director Allbaugh discussed the agency's need for additional facilities to accommodate the continued inmate growth as well as managing the current population more efficiently.

***Motion:*** Mr. Holder made a motion to approve the interim director to begin the process as indicated 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 motion was approved by majority vote. Interim Director Allbaugh advised he would provide an update on the process at the next regular BOC meeting in May.

**13. Update of Legislative Initiatives**

**Marilyn Davidson, Legislative Liaison**

Ms. Davidson updated the BOC on recent legislative actions noting this date was the deadline for all bills to be heard in the committee of the opposite chamber of origin. All ODOC bills made it past the deadline and are available to be heard on the floor. The House Criminal Justice and Corrections Committee also passed their own criminal justice reform measures aimed at impacting the ODOC population in the future and improving Oklahoma's recidivism rate. There was no further discussion.

**14. Committee Reports**

**Committee Chairs**

Chair Gross asked the committee chairs for their reports.

- **Audit/Finance Committee**

The committee met earlier this date to discuss the agency budget presentation. The committee will review and make recommendations for changes to the presentation which would be more useful to the BOC.

- **Female Offender Committee**

There was nothing to report.

- **Public Policy/Public Affairs Committee**

There was nothing to report.

- **Population/Private Prisons Committee**

There was nothing to report.

- **Executive Committee**

The committee met on March 30, 2016 to review and approve the agenda for the meeting this date.

**15. New Business**

**Kevin Gross, Chair**

There was no new business to discuss.

**16. Announcements**

**Kevin Gross, Chair**

There was no announcements to make.

**17. Approval to Adjourn for Executive Session**

**David Cincotta, General Counsel**

- Discussion of Pending Litigation:
  - *State of Oklahoma, et al. v. FCC, et al*, US Court of Appeals for the District of Columbia, case number 16-1057 (consolidated with 15-1461)

Mr. Cincotta advised the item listed on the agenda would require adjournment to Executive Session for engaging in confidential communication between the BOC and its attorney. He recommended Chair Gross entertain motions to adjourn.

**Motion:** Mr. Roach made a motion to adjourn to Executive Session 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 to Executive Session was approved by majority vote and the BOC adjourned at 1:32 p.m.

**18. Approval to Return from Executive Session**

**David Cincotta, General Counsel**

The BOC returned to the meeting room at 1:47 p.m. Mr. Cincotta advised the BOC of the approval needed to return from Executive Session.

**Motion:** Ms. Newburn made a motion to return from Executive Session and Mr. Holder 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 return was approved by majority vote and the BOC resumed the meeting at 1:47 p.m.

**19. 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 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 adjournment was approved by majority vote and the meeting ended at 1:48 p.m.

Submitted to the Board of Corrections by:

**[signature on file]**

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Kimberley Owen, Minutes Clerk

\_\_\_\_\_  
Date

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

Approved by:

**[signature on file]**

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Frank X. Henke IV, Secretary  
Board of Corrections

\_\_\_\_\_  
Date