

OKLAHOMA BOARD OF CORRECTIONS MEETING MINUTES

Location: Jim E. Hamilton Correctional Center
53468 Mineral Springs Road
Hodgen, Oklahoma

Date/Time: Friday, November 30, 2007 – 10:30 a.m.

1. OPENING AND ROLL CALL

Chairman David Henneke of the Oklahoma Board of Corrections called the November 30, 2007, meeting to order at 10:37 a.m. and welcomed those in attendance. The clerk was asked to call roll. Members present at roll call reflected a quorum was present.

Robert Rainey
Earnest Ware

Ted Logan
Matthew McBee

David Henneke
Jerry Smith

Absent: Ernest Godlove

Following roll call, Chairman Henneke recognized Warden Howard for comments. Warden Howard welcomed the Board and thanked them for taking time to tour the facility. He noted that many of them had been to the facility before and some of them were aware of the outstanding vocational programs available in cooperation with CareerTech under the direction of Joe Mode. JEHCC has the largest CareerTech in the Department of Corrections with 11 different skill areas, including automotive mechanic and industrial maintenance, which provide opportunities for inmates to learn a skill while they are incarcerated. Of further note was the Academic program with classes from Basic Literacy to College; New Directions; Sex Offender Phase I; Thinking for a Change; and a Reentry Program. There is a strong emphasis on work for those inmates not involved in programs allowing inmates to gain experience and good work ethics while incarcerated. There are 15 different Public Work crews for the local state, county, and city governments.

Warden Howard expressed his gratitude to his staff for their dedication to the Department of Corrections and to the Jim E. Hamilton Correctional Center. Also recognized in the audience from the Citizen's Advisory Committee were: Jeff Smith, District Attorney; Kelly Russell, U.S. Forest Service; and Barbara Tyson, community neighbor. Chairman Henneke thanked the facility staff and local dignitaries for joining them the evening before for dinner. He complimented the facility appearance and thanked Warden Howard for the tour of the facility.

2. APPROVAL OF SEPTEMBER 20, 2007, BOARD MEETING MINUTES

Chairman Henneke sought a motion for approval of the September 20, 2007, Board meeting minutes. Mr. Smith made the motion with a second by Mr. McBee. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

3. OLD BUSINESS

None reported on agenda.

4. DIRECTOR'S COMMENTS

Director recognized Mike Dunkle, Southeast Community Corrections District Supervisor, and Haskell Higgins, Howard McLeod Correctional Center Warden, who were in attendance at the Board meeting.

Happy birthday sentiments were given to Board Chairman David Henneke and Board member Jerry Smith. He also recognized Sally Howe-Smith, Tulsa County Court Clerk; Senator Smith's wife, who joined the Board for the facility tour; and Kimberley Owen, Internal Affairs, filling in for Anetta Bullock.

- Corrections Today, an ACA monthly periodical, has four articles in the present month's edition that were written by our employees.
- Director expressed appreciation for all those in attendance at the Employee Awards Ceremony this year held at the Reed Center in Midwest City.
- Next week is the 3rd Annual Reentry Conference at the University of Oklahoma to commemorate and discuss reentry and learn about best practices.
- Yesterday was the Grandparents Conference, in conjunction and partnerships with other state agencies, most notably the Department of Human Services. This is our second year of active involvement in Grandparents Raising Grandchildren, which ties into children of incarcerated parents.
- In the last month, J'me Overstreet and staff have coordinated several meetings on establishing a Department of Corrections Retiree Association.
- 49 Cadets graduated at the Wilburton Academy on October 18th. The training academy is currently hosting a Correctional Officer class which will graduate 60 new officers on December 13, 2007.
- In conjunction with HB 1804, the agency began confirming the employment eligibility of all new hires on or after November 1, 2007, using the electronic E-verify system. Each facility/unit has designated E-verify users who have received training and access to run the electronic queries. The central Personnel unit provides programmatic oversight.
- Joseph Harp Correctional Center Warden's Assistant, Debbie Dorris, participated in the final leg of the Law Enforcement Torch Run[®] for Special Olympics in Shanghai, China, from September 23 through October 4, 2007. As "Guardians of the Flame," torch runners carried the "Flame of Hope" through 12 different provinces as a way to create awareness and excitement for Special Olympics. The final leg represented a culmination of Torch Run events leading to the lighting of the torch to begin the Special Olympics' World Summer Games. The trip was sponsored and funded by Special Olympics.
- During the month of September, an inmate work crew from WSKCC assisted with installing approximately two million lights for the City of Woodward's annual Crystal Christmas light show. The grand opening was held on November 17, 2007.
- Mabel Bassett Correctional Center underwent its initial American Correctional Association Accreditation audit and scored 100% on both mandatory and non-mandatory standards. The ACA audit team was extremely complimentary of the sanitation of the facility, programs, and open communications between staff and inmates.
- OCI exceeded two million dollars in gross sales last month. They also attended the Oklahoma Wildlife Expo with a booth which generated \$10,000 in sales. The most recent Customer Service Satisfaction survey indicated an overall customer satisfaction score of 99.2%.
- Diamondback Correctional Facility at Watonga has transferred all Hawaiian inmates out of state and now only house Arizona inmates. Great Plains Correctional Facility continues to receive Arizona inmates as well and should be at capacity by December 7, 2007.
- Southwest District Community Corrections held its first Offender Health Fair which focused on health issues facing offenders.
- The DUI program began the first two classes at Enid Community Correctional Center on November 19, 2007. Offenders that complete the 120-hour program will be on EMP and be eligible to be placed in the community.
- November 16, 2007, the Department of Corrections accepted an award of \$833,768 under the 2007 State Criminal Alien Assistance Program (SCAAP).

5. POPULATION UPDATE

Chief of Operational Services Ken Klingler presented the following population update as of November 5, 2007: Total System Inmate Population = 25,133; Total Incarcerated Population = 24,265; DOC Facility Population = 17,747; Private Prison Population = 4,560; Total System Population = 56,221; County Jails with Contracts = 646; County Jail Backup = 1,237; Halfway House Population = 1,312; Probation = 27,481; and Parole = 3,607.

Mr. Henneke noted on the Maximum/Medium Bed Demand Monthly Increase/Decrease chart, there was a significant drop in February and March 2007, but in the Minimum Bed Demand Monthly Increase/Decrease graph, there was very steep increase in those same months. Mr. Klingler advised that this is an unusual occurrence and does not regularly happen.

Mr. Henneke also noted that the Governor had approved parole for almost all the files he reviewed in the month of October 2007. Mr. Klingler reported that the Pardon & Parole Board had recommended parole for 28.81% of those offenders considered during that month.

6. BUDGET UPDATE

Chief Financial Officer Jim Harris provided the following budget update.

The trending report in the Board packet covers expenditures trends for the first four months of the FY 2008 fiscal year.

Payroll Expenditure Trends

The FY 2008 Budget Work Program (BWP) budgeted staff at 82% of the department's authorized level (4,833.5 FTE). As of the end of October there were 4,703 filled staff positions representing a 79.8% actual FTE level. This lower than budgeted staffing level has resulted in reduced expenditure trends. This reduced staffing level combined with the \$3 million excess benefit allowance budget identified in the September trending report has resulted in approximately \$5.7 million in accrued excess payroll budget that is now available to offset the existing department contract bed deficit.

Contract Bed Expenditure Trends

The contract bed expenditure trend deficit has been averaging between \$38.2 million to \$37.5 million for the last three months. When we originally estimated the budget shortfall at \$40.3 million – that original estimate was based on contract bed capacities. This month's contract bed deficit reflects daily actual occupancy levels just slightly below budgeted capacity levels – which are what one would expect with the normal inflow and outflow of offender movement. Combining the contract bed deficit with the accrued to date payroll excess, the deficit before any other offsets is around \$31.7 million.

Medical Services Expenditure Trends

The combined medical services expenditure trends of \$33.4 million is close to the \$33.3 million combined medical services budget.

FY 2007 Carry Over

November 15th marked the close out of the FY 2007 fiscal year for the payment of claims. As with prior fiscal year close outs, this year's closeout required department fiscal staff to work some very long hours to clean up encumbrance documents and then close those documents out so that those unexpended resources could be un-encumbered for carryover into the next fiscal year.

Because of the need to constrain expenditures for most of FY 2007 until we knew how much our supplemental appropriations would actually be; a lot of budgeted needs were deferred until the fourth quarter of the fiscal year. These late expenditures contributed to this year's carryover amount. Additionally, because filled FTE levels were below budgeted level for the entire fiscal year a significant amount of budgeted FY 2007 payroll resources were available for carryover into FY 2008.

There were three budget revisions filed in November to process this year's carryover of \$10.5 million.

- \$7.1 million of the FY 2007 carryover was re-budgeted to meet department FY 2008 needs
- \$3.4 million was re-budgeted into contract beds to reduce the current deficit

Summary

Based on end of October expenditure trends, the department's current budget deficit – net of accrued payroll excess – is now projected to be \$28,438,899.

Chairman Henneke inquired if House or Senate Fiscal Staff or the Office of State Finance, who receive a copy of the Fiscal Expenditure Trending report, typically contact Mr. Harris and seek more information from the report. Mr. Harris said he is not generally contacted during this time of the year, but as legislative session draws closer, there will be more contact with those offices.

Mr. Rainey stated that as Chair of the Budget Committee, he will submit, sometime in the first quarter of next year, a proposed resolution similar to the resolution that this Board passed in July 2005 directed to the State Legislature, Governor and the citizens of Oklahoma supporting and requesting that the Department of Corrections be fully funded. He will seek assistance from Pam Ramsey and Jim Harris to work with the committee in drafting a very similar resolution.

7. PROGRAM UPDATE

- Faith and Character Community Program

The Faith and Character Community Program has one purpose and that is positive behavioral changes by helping offenders identify and adopt pro-social values and beliefs. It uses a cognitive-based process and is supported by a peer environment (community) within the program. Leo Brown, Agency Chaplain and Volunteer Coordinator, shared with the Board that planning began in February 2006 for a faith-based housing community within the agency at the request of Director Jones. They started with two primary goals: 1) An effective, faith-based, cognitive behavioral approach to changing offender behavior and 2) ensuring the program was constitutionally sound.

Early outcome measures in faith-based residential programs has been done in the Florida Department of Corrections and they have seen reduced recidivism, improved offender behavior, improved and restored family relationships, but the most unexpected outcome of this program that occurred was the improved facility environment. They found as offenders came out of the program into general population they had a powerful impact on improving the facility environment.

As mentioned earlier, one of the primary goals was ensuring the program was constitutionally sound. There are three (3) major constitutional concerns regarding faith-based housing-unit programs with correctional settings:

- 1) Cannot use state funds to support religious indoctrination.
- 2) Cannot coerce offenders into religious programs.
- 3) Cannot show any bias toward any religion over another or religion over non-religion.

Mr. Brown believes that the Faith and Character Community program is constitutionally sound because the program is voluntary participation only; it is multi-faith in approach; a secular character alternative is offered; and no state funds are used to teach a specific religious doctrine.

Mr. Brown shared how they designed the faith-based program to be agency-managed rather than contracting with an outside agency due in part to constitutional/legal concerns. The program that Mr. Brown envisioned had a greater degree of intensity and a different curriculum than found in other programs. The Faith & Character Community program requires offenders to be involved in program activities up to an average of six hours a day, quite a bit more than other contract agencies required. In addition, the curriculum for this program was markedly different than that being used by contract agencies.

The Faith & Character Community program is founded on two tracks, but they both have one purpose – positive behavioral changes. Offenders can choose in which track they want to participate: Faith Community track or Character Community track. Each community is based upon a pod or housing unit that they are within. The Faith Community connects character and values of their religion to the choices they make. The Character Community teaches positive character qualities that improve their life through making better choices.

Both the faith track and the character track use the same primary curriculum. Character First, an international program based in Oklahoma City that offers character development to businesses, schools and government settings, partnered with our agency to develop a prison application to their program. Character First has a documented success in improving behavior, reducing turnover, and increasing productivity. The Character First program has 49 basic character traits, and since Mr. Brown was looking at a very long-term program, that fit his model very well because it gave the offenders a lot of character qualities to develop over the course of a year. Also, because of this partnership with Character First, they provide their printed bulletins, which normally cost \$1.40 per bulletin per person (one for each character trait), at a minimal cost of \$0.20 a copy.

In both tracks, because the offenders were in the program for one year, other programs were implemented to support and amplify the Character First program. In the faith track, one example is Life Connections which enables the offender to look at the life decisions they have made in light of their spiritual foundation and it can be applied to any faith. In the character track, Changing Offender Behavior is very similar to Life Connections, applying cognitive skills to changing offender behavior.

Mr. Brown has general oversight of the Faith & Character Community program to ensure consistency is maintained at the various different facilities where the program is offered. There are also two Facility Program Coordinators and two program providers at each facility, one for each track.

The program was implemented in March 2007 at two facilities, Mabel Bassett Correctional Center and Oklahoma State Reformatory. Data was recently collected that indicate the success of the program. In the year prior to joining the program, offenders currently enrolled had 167 misconducts among them. In the six months they have been in the program there have only been 10 misconducts. This program was not designed to get the “cream of the crop” offenders; they target folks that want or need this change in their life. They currently have approximately 60% that are Level 3 or Level 4 inmates, but 20 - 40% that are Levels 1 and 2.

Ilinda Jackson, Faith and Character Community Program Coordinator at Mabel Bassett Correctional Center, spoke of concentrating on gender-specific materials that bring about positive change for women; materials that address parenting and mothering-type programs; materials that address the trauma in their lives. Their most powerful curriculum is the Character First, which guides the offender through the

options available to them to make changes in their lives. With both the Faith and Character tracks, the offenders are encouraged to demonstrate the things they have learned within these programs while engaging in day-to-day activities in their housing units. They are learning to demonstrate self-control and to have self-accountability.

Dr. Tim Wilkins, Faith and Character Community Program Coordinator at Oklahoma State Reformatory, stated the key word for the offenders, as well as the staff, in these communities is “synergy”. They have taught “7 Habits of Highly Effective People” to the offenders, who are beginning to understand the curriculum synergy in which they are layered again and again with character and quality. They are beginning to see changes at the facility because of the program. One of the most important changes is the drop in misconducts. They use a variety of programs beyond the Faith and Character Community, such as Houses of Healing which allows the offender to look back at the steps he had taken in his life that have brought him to his current situation. The offender examines his choices and works through alternative decisions he could have made that would have been better for him. Also used is Zig Ziglar’s “I Can” program, based on the book See You at the Top, which teaches there is no fast track to the top; it takes a series of steps and hard work to reach their goals. The Faith and Character Community program addresses more than just the symptoms, but the core issues of the disease itself; criminal thinking, criminal behavior, and criminal mindset.

Mr. Brown advised that Character First was founded in 1992 by a businessman in Oklahoma City who was hiring people that did not have the same kind of character to which he had been accustomed in the previous 15 to 20 years. Although he designed this program for his personal use, the results were so amazing that he soon began sharing with other businesses for their implementation. Mr. Brown also clarified that each housing unit is a track, but within that housing unit they have small group settings. Also not mentioned earlier was follow-up after reentry of the offenders once they have completed the program. Long-term offenders at medium security facilities reenter the general population so the program was designed for them to reenter in groups. Offenders are moved out of the unit in groups to provide an ongoing support system once they leave the program.

Mr. Ware expressed his excitement over this program and inquired as to the length of stay within the program and whether it was a closed program. The program is one year in length, although they are considering extending the length to 18 months in the future, which is comparable with other like programs in the nation. The program was designed on 3-month quarters so if an offender leaves the program for any reason, another offender can move into the unit. Although the new offender does not immediately begin the 6-hour curriculum, they are started with basic character bulletins and orientation. When the next 3-month break comes, they are ready to engage in the full curriculum. Mr. Ware requested more information on the program’s family emphasis. Mr. Brown stated that both the tracks encourage developing and maintaining family relationships for male and female offenders. In addition to parenting sessions for the offenders, MBCC will soon be hosting a Family Day where the families will focus on parenting and communication skill-building. Mr. Ware expressed concern that typically only female offenders have programs on parenting and family relationships. Mr. Brown confirmed that the male offenders are receiving the same sessions and will soon also be hosting a Family Day. Mr. Logan stated he was impressed with the program when he visited MBCC and feels that it is a very good program. His concern had been restructuring an offender’s life and leaving the family out of the process, but the gap was bridged with this type of event. Mr. Henneke inquired if there were an equal number of offenders in each track, to which Mr. Brown responded that it was designed to be equal from the beginning. Mr. Henneke noted that Mr. Brown had stated the offenders received 6 hours of program involvement and requested clarification of 6 hour weekly or 6 hours daily. Mr. Brown stated the offenders meet six hours a day, five days a week or 30 hours a week, but not all of that is classroom activity. Some of it is programmatic recreational activities that reinforce what they have been learning that week. Mr. Henneke then inquired about the number of teachers/volunteers that work in the program. Mr. Brown stated there

are two program providers at each facility, one for each track. In addition, MBCC also has 8 volunteer groups that come in with about 50 volunteers in each group to assist with the program. Mr. Henneke asked if there had been any consideration of offenders that have successfully completed the program to also assist in the program. Mr. Brown said they are hoping to have approximately 10% of the offenders come back to help facilitate the program. Mr. Henneke asked if female offenders were more likely to engage in the counseling sessions as opposed to the male offenders. Women are quicker to engage in the nurturing aspect, but some of the men in the program are beginning to demonstrate a mentoring-type behavior. Mr. Henneke also asked about expansion of the program with Mr. Brown responding that it is his understanding the director would like to see it in every medium-security facility. Currently they are considering instituting this program at R. B. "Dick" Conner Correctional Center. Mr. Henneke then stated how much this type of program would be beneficial in just the basic school system, as a lot of children do not learn this at home. Mr. Brown advised there are several school systems in Oklahoma that do currently utilize the Character First school curriculum, although he did not have information on how many provide it.

8. APPROVAL OF BOARD POLICY

- **P-060100, "Classification and Case Management of Offenders"**

Mr. Klingler submitted for approval P-060100 and advised the only changes to this policy were as follows:

- Mr. Henneke's title as Chair, changed from Chairperson
- Mr. Ware's title to Vice-Chair, changed from Vice-Chairperson
- Changing inmate to incarcerated offender

Chairman Henneke entertained a motion to approve the Board policy. Mr. Smith made the motion followed with a second by Mr. Logan. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

9. APPROVAL OF 2008 LEGISLATIVE INITIATIVES

Neville Massie was called upon to present the legislative initiatives for FY 2008. The Board received a manual that outlined initiatives DOC was proposing this session. Ms. Massie read from the first page of the document which provided a brief summary of each initiative. Those initiatives are as follows:

1. Amend death penalty drug statute to allow the agency to change the drugs as technology advancements become available.
2. Expand Community Service Sentencing Program eligibility by repealing the following: Has not previously been convicted of two or more felonies
3. Amend 57 § 37 to clarify inmate receptions from county jails are at discretion of DOC except for provision of 72 hour rule.
4. Amend 57 § 566 which pertains to inmate lawsuits. Clarifies process to provide notice to inmate when the court determines an action is frivolous or imposes sanctions.
5. Amend the minimum age for a correctional officer to age twenty (20), rather than twenty-one (21).
6. Repeal statutory requirement for Pardon and Parole Board to consider employment and residence as a condition for release on parole.

7. Amend Community Sentencing Act: If judge determines no other transportation is available, court may enter an order staying action by DPS against offenders with suspended, revoked driver's licenses (similar law is in place for Drug Court offenders).
8. Enact legislation to provide process for offenders to maintain or seek trade licensure.
9. Repeal statute that allows Northfork Correctional Facility in Sayre to house inmates not allowed in other private facilities (i.e. sex offenders, escapees, riot history).
10. Amend private prison statute to allow DOC director to fine private prisons we do not contract with for failure to follow monitoring requirements (current statute allows director to seek injunction to cease operations.)
11. Amend earned credit statute to delete time requirements required for level 3 and 4 eligibility. This would allow for eligibility to be set by policy only.
12. Amend medical parole statute to include eligibility for inmates sentenced to Life Without Parole and 85% crimes.
13. Amend statute to allow staff at facilities to eat a meal at no cost.
14. Amend Petty Cash System statute (consolidate all department petty cash accounts into one Agency Special Account (ASA). Authorizes director to determine what entities can expend account funds and removes references to individual facility accounts and amounts).
15. Update statute regulating Canteen System (disbursements from Canteen ASA to be vouchers processed through State Treasure, separate staff and inmate accounts, bring record keeping requirements consistent with State Archive standards, allow canteen operations to include inmate telephone and email services, and clarify use of canteen profits).
16. Amend Title 74 § 590, adding a penalty to a business organization that hires a state officer or employee who exercised discretionary or decision making authority in awarding a privatization contract to that business organization.

Mr. Ware stated that the Legislative Committee met and reviewed each initiative in detail. The committee did recommend proceeding with these initiatives. Chairman Henneke asked if it would be possible to submit an initiative to amend the statute on child support so the offender is not penalized while incarcerated for non-payment. Ms. Massie advised that there was interest last year in child support enforcement. As a result, DOC and DHS have been working together for over a year to work out a system where the offender, once received in our system, is immediately notified to petition DHS Child Support Division to modify their payments while incarcerated. Mr. Henneke expressed concern that by placing the responsibility on the offender that 95% of those offenders would not implement that option. Director stated they are trying a more formalized process to notify offenders of their options of filing this with DHS. He has spoken with the director of DHS, Howard Hendrick, who agrees with this initiative to have the information available to the offender when they come to DOC.

Chairman Henneke entertained a motion to approve the 2008 legislative initiatives. Mr. Ware made the motion followed with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

10. APPROVAL OF MEETING SCHEDULE FOR CALENDAR YEAR 2008

Mr. Smith expressed concern about the Board meeting in January, which was tentatively scheduled for the Oklahoma State Capitol in order to allow legislators to attend. Mr. Smith stated they would not be in session until February and recommended switching January and February locations. He also recommended moving the date and time from Friday at 1:00 p.m. to Wednesday at 10:00 a.m. as the legislators would more likely still be in the capitol building at that time. Mr. Henneke accepted the

recommendation. Ms. Ramsey inquired if they would like to also change the date and time in April. Mr. Smith stated that April and May would be the most important months to have the legislators possibly in attendance and he agreed with the suggestion. Mr. Henneke recommended leaving May as is and changing the date and time in April to Wednesday at 10:00 a.m.

Chairman Henneke entertained a motion to approve the 2008 BOC meeting schedule. Mr. Rainey made the motion followed with a second by Mr. Smith. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

11. COMMITTEE REPORTS

Chairman Henneke asked if there were any committees that wished to report.

Budget Committee: No report

Female Offender Committee: No report

Legislative Committee: No report

Population/Private Prison Committee: No report

Public Affairs/State Boards Interface Committee: No report

Executive Committee: No report

12. A. CONSIDERATION OF MOTION TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO "TITLE 25, 307.B" FOR THE FOLLOWING REASONS:

- 1) Discussion of employment, hiring, appointment, promotion, salary, demotion, discipline or resignation of any individual salaried public officer or employee.**
- 2) Confidential communications between a public body and its attorney concerning pending investigation or an action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public.**

B. Adjourn to Executive Session

C. Return from Executive Session

D. Announcement by the Chair as to the necessity of any Board action, if necessary, as a result of the Executive Session.

E. Vote, if necessary.

General Counsel Mike Oakley stated the item for discussion was a qualifying item for exception to the Open Meetings Act and it was the advice of counsel that the Board vote to adjourn into Executive Session.

Chairman Henneke entertained a motion to adjourn to Executive Session. Mr. Rainey made the motion followed with a second by Mr. McBee. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

The Board returned and Chairman Henneke called the meeting to order. Mr. Oakley stated that statute requires after returning from Executive Session that the Board vote to come out of Executive Session and if there is a matter to be voted on, the Board vote on that publicly also.

Chairman Henneke entertained a motion to return from Executive Session. Mr. Smith made the motion followed with a second by Mr. Logan. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

Chairman Henneke reported there was nothing to vote on as a result of what took place during Executive Session.

13. NEW BUSINESS (“ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF POSTING.” 25 O.S. § 311)

None

14. ANNOUNCEMENTS

None

15. ADJOURNMENT

Chairman Henneke sought a motion to adjourn. Mr. Smith made the motion followed with a second by Mr. Rainey. Results of roll call: Mr. Godlove, absent; Mr. Henneke, yes; Mr. Logan, yes; Mr. McBee, yes; Mr. Smith, yes; Mr. Rainey, yes; and Mr. Ware, yes.

Meeting adjourned at 1:15 pm.

I hereby certify that these minutes were duly approved by the Board on this 10th day of January, 2008, in which a quorum was present and voting.

Approved by:

Secretary of the Board

Date: November 30, 2007

Submitted by: _____
Minutes Clerk