

**OKLAHOMA BOARD OF CORRECTIONS MEETING**  
Tulsa County District Community Corrections  
440 South Houston, Auditorium  
Tulsa, Oklahoma  
January 13, 2012

**1. Opening and Roll Call**

**Matthew McBee, Chair**

Chair McBee called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 10:09 a.m. at Tulsa County District Community Corrections, on Friday, January 13, 2012. Those Board members in attendance were:

David Henneke	Ted Logan	Matthew McBee	Robert Rainey
Earnest Ware	Gerald Wright		

Absent from the meeting was Ms. Linda Neal; however a quorum was present and the meeting continued. Chair McBee welcomed everyone and thanked them for their attendance.

**2. Welcome/Remarks**

**Rick Parish, District Supervisor**  
**Tulsa County District Community Corrections**

Chair McBee recognized and opened the floor to Mr. Parish, who welcomed the Board, Director Jones, and other staff to the city of Tulsa and to his offices. Mr. Parish asked if there were any questions or comments from the Board; none were made and the meeting moved to the next item on the agenda.

**3. Old Business**

**Matthew McBee, Chair**

There was no old business brought before the Board and the item was closed.

**4. Approval of November 18, 2011, Board Meeting Minutes**

**Matthew McBee, Chair**

Chair McBee opened the floor for approval of the minutes from the November 18, 2011, meeting of the Oklahoma Board of Corrections. No comments or questions were raised by the Board regarding the minutes.

**Motion:** Mr. Logan made a motion to approve the meeting minutes. Mr. Henneke seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

The meeting minutes were approved; no other comments or questions were made and the item was closed.

**5. Director's Comments**

**Justin Jones, Director**

Chair McBee opened the floor to Director Jones, who thanked the Board and all staff for their attendance at the meeting and extended a special thanks to the families of the gentleman on the agenda for Board approval as wardens at Dick Conner Correctional Center (DCCC) and Eddie Warrior Correctional Center (EWCC). Director Jones recognized Ann Domin, Deputy Director with Indian Nations Council of Governments (INCOG), who has been instrumental in assisting ODOC with re-establishing PPW crews at the Avalon facility to assist with the city of Tulsa and surrounding areas. Director Jones also recognized Mr. Cody Inman, Governor Fallin's staff, and expressed his appreciation for Mr. Inman's attendance.

The following ODOC updates were then provided by Director Jones:

- Per state statute, Director Jones advised the Board of an emergency purchase made in December 2011. Jackie Brannon Correctional Center (JBCC), on December 2, 2011, had a leak in a 500-gallon hot water reservoir that provides all hot water to C-Unit and administrative offices. The estimated cost to replace the tank itself was \$11,500 and the installation components were \$2,900. Due to the safety and health concerns presented by not having any hot water in C-Unit, JBCC requested an emergency be declared under Title 74 to waive the competitive bidding requirements. JBCC maintenance staff will complete all of the installation.

- On December 3, 2011, ODOC held its first budget hearing with the Office of State Finance to review the budget for the upcoming year. Director Jones expressed his appreciation to Linda Parrish, Greg Sawyer and their staff for their assistance in preparing for the budget hearing.
- December 7-9, 2011, Director Jones, Kenny Holloway, and Rebecca Frazier, Governor Fallin's Assistant General Counsel, attended a meeting sponsored by the Bureau of Justice in Washington D.C. to discuss statewide plans to reduce recidivism. The topic also goes hand-in-hand with the Justice Reinvestment Initiative (JRI); Speaker of the House Kris Steele and the Council of State Governments (CSG) staff met with the Board on January 12 to provide their final policy recommendations for the Oklahoma JRI.
- ODOC hosted a breakfast meeting on December 12, 2011, with Speaker Steele and Don Millican, co-chairs of the Oklahoma JRI working group. Also in attendance at the meeting were Director Jones, Ms. Amy Santee and the staff from CSG. The JRI working group met afterwards in the North Conference Room at ODOC Administration to discuss the final data analysis compiled by the CSG staff.
- Director Jones attended a Cabinet Meeting on December 13, 2011, at the Oklahoma State Bureau of Investigation.
- Director Jones, Neville Massie, Kenny Holloway, Mike Oakley and Greg Williams attended the Sheriffs' Association Board meeting in Stillwater on January 4, 2011, to discuss ODOC issues.
- Director Jones attended the execution of Gary Welch #104158 on January 5, 2012, at Oklahoma State Penitentiary (OSP).
- ODOC sent a two-question survey to all 77 counties regarding continuance of housing offenders at the statutory rate of \$27 per day and certification that offenders can continue to be housed at their facilities at this rate, including routine sick calls, without utilizing ad valorem taxes. There were 58 counties who responded "yes" to both questions, with the remaining counties responding "no" to at least one of the two questions.
- On December 8, 2011, Dr. Joe Wilson, Glenn Short, and Todd Crowell, representatives of World Mission Builders, made a presentation to Mabel Bassett Correctional Center (MBCC) staff, City of McLoud staff, and representatives of the MBCC Citizen Advisory Board in reference to building a chapel at MBCC.
- Brad Beasley, producer of the "Sweethearts of the Rodeo" documentary, recently optioned the narrative rights which may result in a feature-length movie based on the documentary.
- B. J. Mooney, Director of the Vinita Chamber of Commerce, and several board members were present at the Northeast Oklahoma Correctional Center on November 21, 2011, to present a plaque of appreciation to the warden on behalf of the City of Vinita for the facility's participation in community events.
- On November 17, 2011, James Crabtree Correctional Center hosted the Northwest Law Enforcement Banquet. Approximately 50 association members from Garfield, Woods, Alfalfa, Major and Grant counties attended the meeting. The association was established to provide an occasion for area agencies to meet and discuss the unique challenges of enforcing law in rural areas.
- Lieutenant Damon Wilbur, Joseph Harp Correctional Center, had the honor of being a member of the "Guardians of the Flame Miner's Lamp Escort" on November 5, 2011, at the annual International Law Enforcement Torch Run conference hosted by Calgary, Alberta, Canada. Officers part of this unique escort team represented such places as Poland, Chinese Taipei, Northern Ireland, and thirty various states. Lt. Wilbur was selected by Oklahoma's Executive Law Enforcement Torch Run committee to represent Oklahoma.
- Director Jones and other ODOC staff attended a birthday celebration on November 4, 2011, for former OSP Sergeant, John Barrier, at the Walnut Grove Living Center in McAlester. Mr. Barrier, who was severely injured in the 1973 riot at OSP, was presented with a plaque recognizing his service to ODOC and to the State of Oklahoma. Director Jones thanked Deputy Director Reginald Hines, Warden Randy Workman, and former employee Dan Reynolds for assistance with coordinating the event and allowing him to attend.
- On December 2, 2011, a reporter from the McAlester News Capitol visited OSP and met with Warden Randy Workman to write an article about the OSP Angel Tree project and the difference volunteers make to corrections during the holiday season. Warden Workman and Deputy Warden Linda Morgan distributed the collection of gifts to be given to the participants of the Angel Tree project on December 15, 2011. Thirteen employee families and 38 children received assistance from this event.

- Oklahoma Correctional Industries (OCI) staff and offender workers at Oklahoma State Reformatory and Lawton Correctional Facility manufactured 200 children's coats for the Angel Tree project and Coats for Kids project. The coats were made mostly of scrap materials and the offenders donated their time to the production of the coats.
- OCI completed negotiations on a new private partnership in November 2011. The partnership with *Memory Lane*, a division of Classmates.com, began in December 2011 with twenty-four offender workers and involves the digitalization of high school yearbooks. The first 10,000 books were received by OCI in November. OCI's partnership with BOSS at MBCC has reached full capacity of 145 offender workers and work will soon begin to prepare space for an additional fifty workers.
- Vegetable harvest for Agri-Services began in May and 737,534.05 pounds of fruits and vegetables, valued at \$471,352.76, have been produced through November 30, 2011.
- A Speak-Out program was held on December 4, 2011, at Edmond Santa Fe High School. Case Managers Felicia Mack and Elizabeth Butler, Oklahoma City Community Corrections Center (OKCCCC), supervised the event and eight offenders spoke to approximately 400 students
- In response to an opinion issued by the Attorney General, the agency has begun covering all medical costs (other than routine medical care) for offenders sentenced to ODOC and waiting transport to Lexington Assessment and Reception Center. Notification to the sheriffs of the process for submitting medical claims was provided through the Sheriff's Association. The first medical claims were processed December 20, 2011, and have been steady since that time. Our communication to the sheriffs requested that they complete a "notification" form so the expenses can be tracked and payment can be authorized. It is early in the process, but this appears to be an item that will increase medical costs for the agency and additional workload on our staff to coordinate this process with the counties.
- A new Faith and Character Community program schedule was developed at MBCC and 80 new participants were screened and moved onto the unit. Seventy-three offenders participated in the program, with 36 participants in the Character Track and 37 participants in the Faith Track.
- On November 1, 2011, Morton Comprehensive Health Services began providing medical, mental health and dental services to offenders in the Tulsa area halfway houses.
- The Veterans Affairs (VA) Healthcare for Re-entry Veterans (HCRV) program has begun to have an impact in ODOC reentry services. The purpose of the HCRV is to reach out to Veterans who are incarcerated in a federal prison, an Oklahoma state prison, a work-release program or halfway house that is under the jurisdiction of the Federal Bureau of Prisons (FBOP), ODOC, out on a GPS monitor, or recently released from prison. VA's goals, in concert with other federal, state and local organizations, are to prevent homelessness, reduce the impact of medical, psychiatric, and substance abuse problems upon community re-adjustment, and decrease the likelihood of re-incarceration for those leaving prison.
- The Internal Affairs Fugitive Apprehension unit has apprehended 155 ODOC fugitives from the ODOC fugitive list during the last calendar year, which is an increase of 36 apprehensions over CY 2010. The 2011 ending ODOC fugitive list number is 75 active fugitives. The unit also assisted Probation and Parole with 64 arrests and the US Marshall's Violent Crime Task force with 85 arrests.
- As of the end of December 2011, the Intelligence Unit has registered 1,910 offenders as Security Threat Group members. This unit continues to educate both ODOC employees and outside law enforcement in regard to incarcerated STG members. During the month of December, the unit conducted training sessions at the correctional officer academy, OSP, JBCC and taught a session in conjunction with the US Attorney's Project Safe Neighborhood.

Chair McBee opened the floor for comments and questions. No further comments were made and the item was closed.

## 6. Budget Report

**Greg Sawyer, Chief  
Departmental Services**

Chair McBee opened the floor to Mr. Sawyer for the ODOC Budget Report as of December 31, 2011. Mr. Sawyer provided the following information:

- Expenditure summary – Based on six months of expenditure data, a deficit of \$7 million exists for fiscal year 2012. This deficit is \$100,000 larger than reported the previous month. The report does not take into account changes in staffing or offender population that may occur through the course of the fiscal year.

- Payroll – The overall funded payroll is 69.7%. This totals 4,110.1 out 5,894.6 authorized FTE. At the end of December 2011, 4,063.9 positions were filled for a rate of 68.9% with 46.2 FTE under the funded rate. A surplus of \$5.8 million currently exists.
- Contract Beds – Expenditure trends are based on current offender levels as of the end of December 2011. A \$1.4 million surplus exists at this time. Any offender growth during the course of the fiscal year that would require additional contract bed space will increase this deficit.
- Medical and Mental Health Services – Medical and mental health expenditures for December 2011 reflect a deficit of \$193,375 exists should current expenditure trends continue.

Mr. Sawyer then opened the floor for questions or comments. No comments were made and the item was closed.

**7. Adoption of Average Daily Rate Per Inmate**

**Greg Sawyer, Chief  
Departmental Services**

Chair McBee opened the floor to Mr. Sawyer. The annual board adoption of the average daily rate per offender was presented by Mr. Sawyer in accordance with Title 57 § 561.1 ¶ E., which states:

*“At the beginning of each fiscal year, the Department of Corrections shall determine the budgeted average daily cost per inmate. There shall be a separate computation of budgeted average daily cost for maximum security, medium security, minimum security, and community facilities. This information shall be presented to the State Board of Corrections for informational purposes only. After the close of each fiscal year, the Department shall determine the actual average daily cost per inmate for the operational costs at each major category of correctional facility. There shall be a separate computation of the average daily rate for maximum security, medium security, minimum security, and community facilities. The Department shall present to the Board of Corrections at its January meeting comparative data on budgeted daily cost versus actual daily cost and, after appropriate review and analysis, the Board shall adopt as a final action of the Board an average daily cost per inmate by facility category for the immediate preceding fiscal year.”*

Mr. Sawyer stated the budgeted and actual average daily cost per offender for public facilities was as follows:

<b>Facility Type</b>	<b>FY 2011 Budgeted</b>	<b>FY 2011 Actual</b>	<b>FY 2012 Budgeted</b>
Maximum Security	\$69.53	<b>\$75.85</b>	\$68.47
Medium Security – Male	\$40.73	<b>\$39.49</b>	\$40.64
Medium Security – Female	\$36.92	<b>\$35.83</b>	\$36.67
Medium Security – Combined Average	\$40.18	<b>\$38.98</b>	\$40.07
Minimum Security – Male	\$38.48	<b>\$37.62</b>	\$38.11
Minimum Security – Female	\$34.60	<b>\$34.20</b>	\$34.61
Minimum Security – Combined Average	\$38.02	<b>\$37.22</b>	\$37.71
Community Correction Centers – Average	\$33.92	<b>\$37.14</b>	\$34.22
Community Work Centers – Average	\$30.39	<b>\$34.66</b>	\$30.34

The floor was opened for questions and comments. Chair McBee stated that during the Executive Committee conference call, he queried if the OSP H-unit, administrative segregation units and medical units could be reported separately. Director Jones stated that some facilities have more administrative segregation and more infirmary beds; therefore, it would be difficult to determine an actual average cost for these units since there was discrepancy between the numbers of beds at each facility for these units.

Mr. Rainey stated that his committee had no further comments or questions about the average daily cost per offender and motioned that the item be approved.

**Motion:** Mr. Rainey made a motion to approve the FY 2011 actual average daily cost per offender. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

No other comments or questions were made and the item was closed.

## 8. Population Report

**Ed Evans, Associate Director  
Field Operations**

Chair McBee opened the floor to Mr. Evans for the ODOC Population Update as of January 3, 2012. Mr. Evans provided the following information:

Total System Offender Population = 25,359	County Jail Offender Backup = 1,483
Total Incarcerated Population = 24,051	Halfway Houses = 1,233
DOC Facilities = 17,639	Probation Supervision Offenders = 21,074
Private Prisons = 4,743	Parole Supervision Offenders = 3,184
County Jails with Contracts = 436	Total System Population – 49,617

Mr. Evans then opened the discussion for questions or comments. Mr. Henneke queried the reason for separate pardon and parole board results for paroles and re-entry. Mr. Hines approached the podium and stated the re-entry docket is a separate docket and there are certain criteria that the offenders have to meet to be placed on that docket. The criteria includes six (6) months from release, non-violent crimes and this must be their first incarceration. Mr. Henneke then queried on the parole process since Ms. Juanita Lozier, Pardon and Parole Board employee, had retired. Mr. Hines replied that the Pardon and Parole Board is in the process of filling her position. Mr. Henneke asked for notification if the parole process appears to be slowing down because of Ms. Lozier's absence; he stated he would seek a meeting with the Pardon and Parole Board and Governor Fallin's office to determine if ODOC can assist with the progression of the parole files. No further comments or questions were made and the item was closed.

## 9. Approval/Confirmation of Appointments

- **Terry Martin, Warden  
Dick Conner Correctional Center**
- **Rickey Moham, Warden  
Eddie Warrior Correctional Center**

**David Parker, Deputy Director  
Institutions, Division III**

**Laura Pitman, Ph.D., Deputy Director  
Institutions, Division I**

Chair McBee opened the floor to Deputy Director Parker for confirmation/approval of Mr. Terry Martin's appointment to Warden for Dick Conner Correctional Center (DCCC). Mr. Parker shared Mr. Martin's career progression with ODOC and then asked for the Board's confirmation of Mr. Martin's assignment to Warden of DCCC.

**Motion:** Mr. Henneke made a motion to approve the appointment of Mr. Martin to Warden. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

Chair McBee invited Mr. Martin to the podium and Mr. Martin expressed his gratitude to his family, Warden Janice Melton, and Warden Mike Mullin for their support and mentorship throughout the years. He gave a special thanks to his wife for her support. Mr. Henneke then stated that he had spoken to Mr. Joe Wilson, World Mission Builders, who had highly recommended Mr. Martin for Warden. Mr. Martin thanked the Board for their approval and confirmation.

Chair McBee then opened the floor to Deputy Director Pitman for confirmation/approval of Mr. Rickey Moham's appointment to Warden for Eddie Warrior Correctional Center (EWCC). Ms. Pitman provided information on Mr. Moham's career with ODOC, along with his participation and involvement in community organizations, and then requested the Board's confirmation of Mr. Moham as Warden of EWCC.

**Motion:** Mr. Henneke made a motion to approve the appointment of Mr. Moham to Warden. Mr. Logan seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

Mr. Moham was then invited by Chair McBee to approach the podium for a statement. Mr. Moham thanked Deputy Director Pitman for her support and encouragement. He also thanked the Board, Director Jones, and other ODOC staff for their support during his career. Mr. Moham thanked his family who were in attendance and gave a special thanks to his wife, Joanne, and also to Warden Emma Watts for her mentorship and guidance. Mr. Moham stated that he intends to fulfill his position to the best of his ability, utilizing his strengths in organization and communication with his staff. No further comments were made by the Board and the item was closed.

Before moving to the next agenda item, however, Chair McBee recognized Mrs. Janice Ware, Mr. Ware's wife, in attendance and welcomed her to the meeting. Director Jones then recognized and welcomed Dr. Mohsen Pourett who was in attendance at the meeting. Director Jones stated that Dr. Pourett will soon be filling the administrator position of Evaluation and Analysis. No further comments were made and the meeting moved to the next agenda item.

#### 10. Approval of Board Policy

Justin Jones, Director

- *P-010100, System of Manuals, Handbooks and Monitoring Procedures*
- *P-010200, Operating Procedures and Policies for the Oklahoma Board of Corrections*
- *P-010700, Oklahoma Department of Corrections Victim Justice Advisory Council*
- *P-030200, Offender Housing, Job and Program Integration*
- *P-040100, Security Standards for the Oklahoma Department of Corrections*
- *P-090100, Provisions for Programs*
- *P-120100, Management of State Funds and Assets*

Chair McBee opened the floor to Director Jones for discussion of the policies. Director Jones provided the updates to the policies, which included the effective dates and changes to board member's names as Chair and Vice-Chair. The only significant change was noted in P-010200, in reference to the recording of the minutes of every Board meeting, which removed the notation "except executive session." Director Jones recommended approval of all seven policies with one vote by the Board.

**Motion:** Mr. Rainey made a motion to approve all seven policies. Mr. Henneke seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

No other comments or questions were made and the item was closed.

#### 11. Program Update for Tulsa County

Kathy King, Assistant District Supervisor  
Tulsa County District Community Corrections

- **GPS**
- **CEO partnership**
- **Women in Recovery**
- **PPWP**

Chair McBee opened the floor to Ms. King for program updates in Tulsa County. Ms. King greeted Chair McBee, the Board members and Director Jones before beginning with an update on the GPS program. She stated that since January 2011, Tulsa County District Community Corrections (TCDCC) has had a 40% increase in the GPS population. Their success rate for 2011, 86%, is a 4.43% increase since 2010. TCDCC has also experienced a 29% decrease in revocations.

The Center for Employment Opportunities (CEO) is a transitional program for offenders releasing them from prison to community supervision. According to Ms. King, probation and parole officers have referred 116 offenders to the program with 70 offenders currently participating. Overall, 25 participants have obtained permanent employment after being involved in the program.

Ms. King stated the Female Offender Diversion Program has two officers serving clients with substance abuse and/or mental health issues. With the aid of grant funding, they are able to provide extensive case management and financial assistance. Family and Children Services provide treatment and they have had, on average, 75 clients per month participating in the program during 2011. Funding was provided by a grant from the Justice Bureau.

The probation officer supervising offenders in the Women in Recovery (WIR) program partners with Family and Children Services in the supervision of ODOC clients that are diverted to the program in lieu of revocation. Ms. King stated that TCDCC averaged 36 clients per month participating in the program during 2011. Upon graduation from WIR, participants are placed on supervision with TCDCC for a minimum of one year to monitor aftercare. The WIR program is funded by a grant from the George Kaiser Family Foundation.

Second Chance has one officer focusing on female clients with employment and parental issues. The treatment component is provided by Resonance Center for Women. The officer visits with offenders at Eddie Warrior Correctional Center and Turley Residential Center prior to their release to conduct LSI-R's and identify re-entry issues, according to Ms. King. It is designed to have "no gap" with the focus on those issues between incarceration and release. Second Chance began four months prior and there are currently five probation clients and three GPS offenders in the program.

Ms. King stated that TCDCC began a Prisoner Public Works Program (PPWP) on December 15, 2011, with offenders housed at the Avalon Tulsa facility. There is currently one crew operating in the City of Glenpool with a crew capacity of five offenders. The City of Collinsville has a signed contract in place with crew supervisor training scheduled to begin the week of January 16, 2012. Crew supervisor training has been completed in Jenks; the contract is complete and TCDCC is waiting on the city to notify ODOC when they are ready to start the crew. The city manager of the City of Owasso is currently reviewing a PPWP contract and the legal counsel for the City of Tulsa is still working on contract wording with ODOC's general counsel.

Ms. King then opened the floor for questions or comments. Mr. Henneke queried about the female diversion program and the criteria for the women that are selected to attend. Ms. King stated the women chosen are under ODOC supervision, but need additional supervision due to special circumstances, i.e., drug addiction. With no other questions, Chair McBee thanked Ms. King for her presentation and the item was closed.

## 12. Committee Reports

### Committee Chairs

Chair McBee then opened the floor for comments from the Committee Chairs.

- **Budget – Chair Robert Rainey, Members Gerald Wright and Matthew McBee**  
Mr. Rainey stated the Budget Committee did not meet this month, so nothing to report at this time.
- **Female Offender – Chair Ted Logan, Members David Henneke and Linda Neal**  
Mr. Logan stated there was no committee meeting this month, so nothing to report.
- **Public Policy – Chair Gerald Wright, Members David Henneke and Earnest Ware**  
Mr. Wright stated the committee had not met this month and there was nothing to report.
- **Population/Private Prisons – Chair David Henneke, Members Ted Logan and Robert Rainey**  
Mr. Henneke stated the committee met via conference call on January 11, 2012, and the meeting minutes were included in the Board members packets. Mr. Henneke queried whether ODOC had received information about the 500 offenders from Puerto Rico that will be housed at Cushing. Director Jones stated that ODOC has not received the offender packets, but they are expected to arrive soon as ODOC staff must review them prior to placement in Oklahoma. ODOC staff also wants to ensure that the Oklahoma and Puerto Rico offenders remain separated at the facility and staff is reviewing private prison policy to ensure this occurs. Director Jones also stated that if the Puerto Rico offenders do not meet statutory requirements for placement in Oklahoma, the ODOC has authorization to deny the placement.
- **Public Affairs/State Boards Interface – Chair Earnest Ware, Members Gerald Wright and Linda Neal**  
Mr. Ware stated the committee met on January 12, 2012, to prepare a strategy for the upcoming year and it will be presented at the next meeting.
- **Executive – Chair Matthew McBee, Members Linda Neal and Ted Logan**  
Chair McBee stated the committee conducted a conference call on January 4, 2012, and the meeting minutes are included in the Board members packets.

## 13. A. Consideration of Motion to Adjourn to Executive Session

Mike Oakley, General Counsel

Pursuant to "Title 25, 307.B" for the following reasons:

*"Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation or proceeding in the public interest."*

**[Investigation into offender deaths]**

- 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**

Chair McBee opened the floor to Mr. Oakley. Mr. Oakley advised that this agenda item calls for Executive Session and advised that a motion be made to adjourn.

**Motion:** Mr. Ware made a motion to adjourn to Executive Session. Mr. Rainey seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

Chair McBee adjourned the meeting at 11:05 a.m. At 11:39 a.m., the Board returned to the meeting room and Mr. Oakley advised that a motion to return from Executive Session was needed.

**Motion:** Mr. Henneke made a motion to return from Executive Session. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

The meeting reconvened at 11:40 a.m. No other comments or questions were made and the item was closed.

**14. New Business (Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.” 25 O.S. § 311)** **Matthew McBee, Chair**

Chair McBee opened the floor for any new business. Mr. Rainey expressed his appreciation to Anetta Bullock and Kimberley Owen for their preparation efforts for the BOC meeting and training session on January 12, 2012. With no further comments, the agenda item was closed.

**15. Announcements** **Matthew McBee, Chair**

Chair McBee opened the floor for announcements but none were raised and the item was closed.

**16. Adjournment** **Matthew McBee, Chair**

There being no further business to come before the meeting, Chair McBee requested to adjourn the meeting.

**Motion:** Mr. Wright made a motion to adjourn the meeting. Mr. Ware seconded the motion. The results of the roll call were as follows: Mr. Henneke – yes; Mr. Logan – yes; Mr. McBee – yes; Ms. Neal – absent; Mr. Rainey – yes; Mr. Ware – yes; Mr. Wright – yes.

The meeting was adjourned at 11:45 a.m.

I hereby certify that these minutes were duly approved by the Board on the 23<sup>rd</sup> day of February, 2012, in which a quorum was present and voting.

Approved by:

\_\_\_\_\_  
Gerald W. Wright, Secretary of the Board

\_\_\_\_\_  
February 23, 2012

Submitted by:

\_\_\_\_\_  
Kimberley Owen, Minutes Clerk