

# FAUG MEETING MINUTES

## Klamath County

May 17<sup>th</sup>, 2017– 1:00 p.m. to 5:00 p.m.

May 18<sup>th</sup>, 2017 – 9:00 a.m. to 12:00 p.m.

### MEETING LOCATION:

Klamath County Community Corrections  
3203 Vandenberg Road

### DAY ONE:

**Introductions/Welcome/Housekeeping**

**Allen Bergstrom/Kiki Parker-Rose**

**Minute Review**

**Group**

The minutes from the February 2017 FAUG Meeting were approved with no changes.

**Attendance**

**Justin**

In attendance: Larry Evenson (Lane); Justin Bendele (Deschutes); Shawna Harnden (Parole Board); Dona Dotson (Curry); Rachel Frederick (Lake); Erin Larson (Coos); Ruby McClorey (Compact); Marne Pringle (Clackamas); Christopher Swayzee (Washington); Andie Cortes (Douglas); Mark Patterson (Compact); Cody Kunigel (Hood River); Randy Settell (Yamhill); Jeff Livingston (Marion); Denise Easterling (Jefferson); Mary Hunt (DOC); Allen Bergstrom (Klamath); Jay Scroggins (Multnomah – OACCD); Angela Beier (Polk); Shawna Johnson (Benton); Paula Fata (Multnomah); Charles Adler (Multnomah).

**WRNA**

**Jeff Hanson**

WRNA is in process of being automated. It will be soon, but no date has been announced. All paper forms until this point will be uploaded (manually). The OAR will be adjusted and WRNA will be required on all females and the LS/CMI will drop off of those cases. This should be late Fall or early Winter. Trainings will be held in various locations throughout the year ... before it goes live as a requirement. The Feds provided the funding for the original Train the Trainer.

OMS: IT had to change software they were using, which changed the physical layout and presentation of OMS. Many people wrote in to ask if OMS was changed, but the changes are mostly cosmetic. Some of the easy fixes to the program have begun. There are SRs regarding changes and updates. One of the SRs is to move the Sanctions Module over to OMS.

## **Parole Board**

**Shawna Harnden**

Staff changes: Del Grady, Board Receptionist, has given his notice and will be leaving soon. Debbie Wade, Board Assessment Specialist – SONL, has also given notice. Brenda Carney, Executive Director, has given notice. Keiko McKenzie, Warrants Specialist, has already left. With the hiring freeze, no hiring will be done until the freeze is lifted. The Warrants position has been posted as a State employee internal job rotation opportunity; however, coverage on that desk will be provided by the existing warrants trained staff. Anna Lanham, a temporary employee from an outside employment agency, has been covering as the Receptionist while Del was on a job rotation. She will continue in that capacity. Michael Hsu, fifth Board Member, started on 5/15/17. As of two weeks ago, Shawna was pulled off of SONL duties and is back on PBMIS duties. Forward any PBMIS-related items to Shawna.

Due to the number of offenders who need to be assessed with SONL, it is nearly impossible to have them all done. The Board petitioned the Legislature to allow for the use of previously scored STATIC99s, when a score is available. This would reduce the number of assessments needing to be done significantly. The Legislature approved this proposal.

There are problems with sanctions on Probation cases (with a co-occurring PPS case). The Board will be giving Shawna feedback to bring to the August FAUG Meeting.

Old sanctions: There are a lot of old sanctions that are open still. If the case was not a Board case at the time the old sanction was created, the case is sent to Lee at DOC to complete. If it was a Board case, but old (over 120 days), then Shawna is completing it CLNA.

## **Compact**

**Mark/Ruby**

Ruby will be the FAUG Rep for future meetings. Charles Adler has been named the County Compact Coordinator for Multnomah County. Woody's recent, unexpected passing has left an opening; but with the hiring freeze, hiring won't be done soon. The previous assignments (alphabetical) have been changed. Assignments are now by task: Ruby is working on RIs and the email box. Manette is working on violation rules and case closures. Mark will work with transfers and case closures.

There is a new VR Rule: A power-point was recently sent out. The "Three Significant Violations" retaking rule has been changed to a behavior-based system. Retaking will be required if the behavior is revocable in the receiving state's local jurisdiction. Everything up to an arrest (positive and negative) must go on a progress report (even if new law violations don't result in conviction). The bottom line is it is added work for documentation. There is no timing requirement for progress reports. However, it is difficult to demand another state to retake an offender if no progress reports have been done. No more annual progress reports are required. A sending-state PO can do a "discretionary retake", by which, the PO will request that an offender come back and the

offender will have 15 days to return to the sending state ... and no warrant would be necessary. If they do not return within the 15 days, then a warrant would then be issued.

Reminder: If an offender from another state is in OR without Compact, it is imperative that Mark be advised immediately. He will communicate with the DCA from the state the offender came from to have him/her removed immediately. Provide Name/DOB.

Reminder: EDIS is only available for Oregon offenders on Felony Probation or PPS/LC ... but does NOT apply to incoming cases.

## **DOC Update**

**Lee/Mary**

Interventions being sent to Board. An email was sent out that asked if counties would object to removing the 'send' function from Interventions. Douglas and Multnomah Counties have policies about sending those from the PO to the Supervisor (mostly on Departure cases) and need the function to remain enabled. A proposal was made to have the Intervention auto-complete upon printing by the PO. An alternative is to add to a SR to have the Interventions unable to be sent to the Board. This is a more difficult fix (as compared to disabling the send function altogether) and it will be looked at to see how difficult it will be (and how long it will take) to accomplish this. This is the recommended solution to this issue made by FAUG.

RETU status on sanctions. There should be an auto email from PBMIS that indicates a sanction is returned to the PO from the Board. **POs need to remember to view the Board Text to see why the sanction was returned.** If the Board is looking for more info, the PO can provide the info and send it back. If it was sent to the Board in error (PPS/LC or Probation), send an email to Lee to return it to PEND. Then, the PO can make appropriate corrections.

The NOR Date field. This is a very complicated issue. The issue is with POs entering the date on the Main Screen (as opposed to going to the Morrissey Screen to enter the date). Programmers suggested making a process step by which a user would have to enter the NOR date before moving on to the next step. This will not work with current practices. FAUG recommends to make the field on the Main Screen a view-only field, but maintain the F4 (navigation) function in the field to go to the Morrissey Screen.

## **DAY TWO:**

### **DOC Update (cont.)**

**Lee/Mary**

When changing a PO from location to location. If you notice that the location change is not done correctly, please send a message to the Profile Admin (DOC).

When entering a chrono, cut/paste from Word creates problems. It can lock up chronos on that record (being affected by certain characters). If locked out of the chronos, you

don't have to contact Help Desk. A program is now running every day at 12:30pm and 5:30pm. It scans the chronos and pulls out hidden characters that cause problems. Just wait until after the run times.

There was a lot of discussion last month about being able to legally use an offender's SSN when sending case to DOR for collections. If, on the Intake paperwork, the SSN comes from LEDS, then yes ... it is permissible. If it was only written by the offender on their Intake paperwork, then it is not implied consent. Dept of Admin Svcs (DAS) recommends that Intake paperwork be updated to say that the "SSN may be used for collection purposes". Then, the offender has the option to give it when filling out the paperwork. If the number given is different from that in LEDS, can use both. More than one can be used. DOR can still accept the collection form if a SSN is not given, but it is not as "collectable" if a SSN is not given.

Programming for email address is almost done ... may be ready for initial testing next week. If updating Intake paperwork, please update to request the email address. Mary will do beta testing, but asked for volunteers: Erin, Paula will test. There will be a history file for the email addresses. More than one can be entered and comments can be entered.

Phone fields will be updated to include Phone 1 and 2 (rather than HmPh and WkPh). Can select type (cell, home, work, etc.). A letter will appear to show the type selected. It is requested that the changes will print out on Home Visit List. The list and the PO Data Sheet need to be updated, as well, to recognize the changes to the phone history. This is in a queue to be programmed.

Any collection assignment form that does not have a city/state/ZIP gets rejected. This mostly happens with the homeless/transient/unknown cases. Those still need city/state/ZIP. A request for a hard edit to require city/state/ZIP is being incorporated. If it is unknown, use your local office's city/state/ZIP. This feature will also be tested soon. A query for missing city/state/ZIP is being run. This will be sent out to FAUG and SOON to update the info.

### **SOON Update**

**Lee/Mary**

Please let support staff know ASAP when an offender is arrested on an ABSC warrant so the offender can be taken off ABSC status. This can affect DOC. If revoked and sent to DOC, it can interfere with INOP day calculations on movements ... if it is not done before the offender is admitted to DOC.

Question raised by SOON: What date should be used for a new case transfer? Historically, it was the same day as entered by the convicting county. But if has jail sentence at conviction, which date to use? SOON recommends when the PO gives the directive to report to the new county, to use that date. However, if the person doesn't report right away, then it is different from the conviction date and the release date. FAUG recommends to stay with the historical practice of using the date of conviction, regardless of any jail sentence.

An issue arising ... so far, being noticed in Multnomah County regarding offenders who are convicted of a Felony, but treated as Misd (FMP). If case is revoked, the Courts are changing it back to full Felony. However, there is no programming in CIS to account for that. Can only remove the FMP type (which then changes the "history" (from day 1) of that case. The case type is on the docket and not the sentence. It appears that this is not happening outside of Multnomah County. There will be some work done to check this problem out further. Paula will be working with these types of cases. Mary will let Denise know this so she can communicate with Paula.

## **OACCD Update**

**Jay Scroggin**

Legislation update: The budget is in the best shape it's been in this whole process, but there's still a month and a half to go. The Grant/Aid fell by \$20M (result of change of Felony Possession cases being made Misd crime) = \$13M hit. The Misd piece is staying at Misd level, but will still be funded as a Felony. EDIS is being looked at on those cases to see if they'll be included. Also, there are not sentencing guidelines on Misd cases, so funding may be affected by that, as well.

JRP is at current service level (\$40M) at the moment.

They're still looking at year two to see about the \$13M hit and monies restored. It may become a competitive process on who will get more money (which counties are creating the largest impact on JRP dollars).

Family Alternative Sentencing Program (a 5-county pilot project) may be expanded and rules opened up to allow more participants. Those with M57 crimes don't qualify. Two crimes are being looked at to be taken out of M57 to allow more to qualify.

STTL: An increase of time from 90 to 150 days of STTL is being proposed. This may be a county option. This program appears to be creating huge savings.

Other items being considered in legislation include victim issues, Reentry efforts, Letters of Good Standing (from DOC, which shows the offender participated in programming and DOC recommends them for hire).

Time Study: 2018 marks year six; which means that a time study is due (by statute). This is very important. They are used to build the budget, based on how much time is needed work with Felony offenders. This time study will capture more POs than the previous studies. The study is 30-60 days. The caseloads will be chosen from those listed as active. Important that the caseload lists in the counties are accurate on which are still active.

## Roundtable

## Group

Clackamas – ‘R’ Codes – can they be blinking in red to make them more prominent?  
Suggestion that management run reports and address the issue with POs.

Clackamas – OSP is moving to LEDS2020 in 2019. Will this affect DOC? Marne will send the info to Mary, who will forward that to those who will be involve.

Douglas – When creating a sanction, where the ‘Sanction Caseload’ usually auto-populates with the PO’s caseload, it occasionally is not doing so. Is anyone else having this issue? Nobody else has noticed this. Mary has not received any reports of that issue, either. If that issue arises, sent an email to Lee/Mary to look at it further. It could be an issue in the “summary file”, but it needs to be looked at.

Marion – Is it possible to make sanctions more automated/paperless (to email to jail/Court/etc.). Not as long as it is in DOC400 ... but the Sanctions Workgroup is working on that for when it is migrated into OMS.

Umatilla (via email) – Mail merge is not working with their forms. Appears it is their operating system. Allen can (with Windows 8 or 10) have it auto-merge (after running Option 24 function). He will demonstrate at next meeting.

Multnomah – On EDIS, if in a county that the DA put’s “no earned discharged”, how is that entered at a condition? The Courts are making offenders sign a Supplemental Judgment that states they are not eligible for the ‘automatic’ EDIS process (must go through DA’s Office). Statute allows for this to be done at sentencing.

Reminder (EDIS) – Jail as a condition of Probation does not affect EDIS eligibility date. The offender must meet the criteria (2 primary and 4 compliance qualifications).

NEXT MEETING:  
August 16<sup>th</sup> and 17<sup>th</sup>  
Wallowa County

Upcoming Meeting Locations:

Nov 2017 – Hood River  
Feb 2018 – Benton (tentative) / Douglas (backup)