

# Oregon Association of Community Corrections Directors, OACCD

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## *Meeting Minutes*

*Wednesday July 12, Thursday July 13<sup>th</sup>, 2017*

*Newport Hallmark Resort*

**Attendees:** Director Kiki Parker Rose, Klamath; Director Steve Berger, Washington; Assistant Director Joe Simich, Washington; Management Analyst I Jennie Wright, Washington; Lieutenant Jim Horton, Tillamook; Sergeant Ahnie Seaholm, Tillamook; Assistant Director Jeremiah Stromberg, DOC; Release Services Manager Hank Harris, DOC; Deputy Director Truls Neal, Multnomah; Manager Brian Imdieke, Clackamas; Director Jenna Morrison, Clackamas; Manager Malcolm McDonald, Clackamas; Director Eric Guyer, Jackson; Deputy Director Lisa McCurley, Jackson; Deputy Director John Watson, Jackson; Director Jodi Merritt, Polk; Director Dale Primmer, Umatilla; DOC Admin Larry Bennett, DOC; Mark Patterson, DOC; Trish Kenyon, Linn; Budget/Policy Advisor Denise Sitler, DOC; Director Joe Garcia, Douglas; District Manager Laura Ritchie, Multnomah; Director Jessica Beach, Yamhill; Director Jake Greer, Lake; Board Member Patty Cress, Board of Parole; Deputy Director Scott Hyde, Josephine; Director Nate Gairan, Josephine; Director Travis Miller, Union; Director Kurt Symons, Jefferson; Deputy Director Tanner Wark, Deschutes; P&P Director Lodi Presley, Harney; P&P Director Jamie Hepner, Hood River; P&P Sergeant Traci Hubler, Clatsop; Director Justin Carley, Benton; P&P Business Operations Manager Kelly Church, Coos; P&P Supervisor Dan Schram, Lincoln; P&P Supervisor Jen Landers, Lincoln; Lieutenant Debbie Hust, Malheur; Lieutenant Will Benson, Baker; Community Corrections Coordinator Lee Cummins, DOC; STTL Coordinator Tracey Coffman, DOC; Lieutenant Kevin Karvandi, Marion; Commander Jeff Wood, Marion; CIO David Alamein, DOC; Travis Graham, DOC; Clarke Coburn, DOC; Manager IT Services Bettina Davis, DOC; Manager IT Services Roy Bruce, DOC; District Manager Jay Scroggin, Multnomah; Policy and Communications Manager Kathryn Sofich, Multnomah; Kyle Hacker, Wallowa; Director Tina Potter, Tri-County; Director Fritz Osborne, Wasco; Executive Director Mike Schmidt, CJC; JRI Liason Ross Caldwell, CJC; Research Director Kim Bernard, Multnomah; Consultant Ted Smietana, CJC; and Office Manager Allycia Weathers, Marion as recorder.

Jeff Wood called the meeting to order at 1:13 p.m. Wednesday, July 12<sup>th</sup>, 2017 and requested introductions.

### **Department of Corrections Budget Updates**

- Legislative session has ended;
- General updates to provide today with more detail for each funding stream to follow by the end of the month;
- Community Corrections is the only public safety which was fully funded:
  - Justice Reinvestment Initiative (JRI) received an additional \$7 million, totaling \$47 million;
  - Increases in grant in aid to meet caseload population;
  - Legislature does not want to open another prison; and
  - Prefer to invest \$30 million in community corrections.

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- Many counties had been holding off on program implementation and hiring over the last six months pending budget information;
- Grant in aid at \$273 million
  - Increase from \$247 million in the previous biennium.
- Measure 57 fully funded at just over \$10 million;
- Inmate welfare funds which pass through will continue;
- Sexually violent dangerous offenders funds will continue;
- Treatment transition or Alternative to Incarceration Program (AIP), about \$1 million statewide was cut:
  - Number of legislators tried to put it back;
  - Difficult to get a pot of money back once it has been cut; and
  - Will try to have them added back in next biennium, or try during the short session.
- Family Sentencing Alternative Program (FSAP) did pass:
  - Was in in House Bill 3078, which is the same as Measure 57 and Sort Term Trans Leave bill;
  - Program is a ten year pilot;
  - No additional funds;
  - Enough funding for five counties to continue:
    - Restrictions to felony populations removed;
    - Department of Corrections (DOC) will touch base with current participating counties;
    - Will have an application process outlining program and services;
    - If current counties do not want to continue or are unable to sustain program, additional counties may apply; and
    - Person felonies language:
      - Current crime cannot be a person felony:
        - Exception is criminal mistreatment.
      - History no longer excludes participants.
    - Defendant may now be pregnant at the time of sentencing.
- DOC budget overall:
  - Legislature did not invest fully into DOC as a whole;
  - Facing substantial cuts;
    - Will see a loss of programming within institutions;
    - Currently \$20 million in undesignated cuts:
      - DOC management team makes determination of where cuts take place in the department.
    - DOC budget had been based on population forecast in prior biennia:
      - Legislature chose not to fund DOC on population forecast; and
      - Cut an additional \$4 million below population growth forecast.
    - Cut all inflation for DOC at \$9 million;
    - State government service charges cut \$4.5 million:

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- DOC pays Department of Administrative Services (DAS) for support;
  - Budget typically set aside; and
  - Funding cut, but still required to pay DAS.
- Treatment transition cut \$1 million;
- No salary funding increase:
  - In bargaining with Corrections Officers; and
  - Likely to be about \$30 million.
- Starting biennium with a \$70 million shortfall;
- No deferred maintenance costs in the budget;
- Sometimes get some budget back in short session;
- Anticipate shortfall could grow; and
- Asked for 60 Information Technology positions, and ended with a loss of two.
- Need to get Intergovernmental Agreements (IGA) back before next quarter's payment:
  - Watch for Measure 57 and grant in aid agreements;
  - Look very much alike, so watch for both:
    - Will send separately about a week apart.
  - Denise available for help with IGA and to review biennial plans prior to signature.
- Measure 57 funds process will require application:
  - DOC will pull a group together for review;
  - Questions will be the same;
  - Denise will send budget summary form; and
  - Will look at Corrections Program Checklist (CPC) for programs.

## Department of Corrections Information Technology/Compact

- ICAOS and IT Proposal Attachment;
- Prior conversations around county allocation breakdown to fund IT position for community corrections;
  - Updated with new allocation amounts; and
  - Decided to wait until July for budget picture.
- Investment in position allows for prioritizing and working community corrections projects:
  - Shared resource;
  - Adds capacity; and
  - Leverage and control over community corrections projects.
- Scoring process includes community corrections representation;
- No weight depending on division in DOC submitting project;
- Checks and balances would be within the OACCD body; and
- May decide to discontinue future funding.
- Compact:
  - Struggles, inconsistencies, and noncompliance statewide related to out of state compact work;

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- Reviewing outcomes within compact nationally and locally;
- Potential benefit to bring out of state compact work back to DOC:
  - History of centralizing previously;
  - When 1145 first happened, counties became responsible for Oregon cases and local cases;
  - Out of state compact was managed at DOC;
  - Parole officer (PO) oversaw out of state compact:
    - That officer retired; and
    - Work went to counties at that time.
- Some problems with counties managing compact:
  - POs do not like compact work;
  - Inconsistencies across the state; and
  - Not as high of a priority for POs.
- Out of state compact cases funded at the \$0.90 rate:
  - Drops from capitated rate of \$10 to \$0.90:
    - Work is limited;
      - Violation responses;
      - Warrant requests;
      - Some communications; and
      - Returns.
- Centralizing funding within compact would allow for an out of state compact PO and can also fund an IT position;
- Attachment lists breakdown by county assuming no out of state compact;
- OACCD Executive body has reviewed the proposal:
  - Liked the idea; and
  - Requested DOC bring to OACCD.
- 2016 audit review sent by DOC:
  - Compliance at national level;
  - Violation responses and case closure replies:
    - 19 of 36 out of compliance.
  - Warrant process:
    - 20 percent having an issue; and
    - Recent case in Washington with law enforcement fatality related to warrant issues.
  - New violation rule in effect as of June 1, 2017:
    - Increasing work load;
    - Removed three strikes you are out retake;
    - Behavior required retake;
    - Progress reports for out of state offenders:
      - Positive or negative interaction to be sent to the other state; and

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- Provide a picture of supervision.
- Framework for proposal:
  - Counties still responsible for reporting instructions and transfer request;
  - DOC takes over when person is under supervision in the other state;
  - DOC review and respond to all CAR, violation reports, RI, warrant requests
  - DOC does closure in ISIS;
  - Clean cut between counties and DOC.
- Previously problems with retakes:
  - Disputes between county and compact office; and
  - Proposal would be for that decision to stay with the county.
- Want structure of compact office to be of service to counties;
- Some counties currently successful in managing compact:
  - Assigned POs and case aides is working well; and
  - More conversation for counties regarding correcting county level issues.
- DOC proposal assumes it is more effective having one person managing out of state compact.
- DOC position does not impact the current operating system:
  - Potential conversations in the future between DOC and OACCD regarding operating system.
- Expectation for tracking restitution and conditions of supervision for out of state compacts:
  - May be able to hire two parole officers and a tech position;
  - 1,300 out of state compacts currently;
  - Slow trickle of increase in compact; and
  - Ongoing contact reports part of action response would continue to be an expectation.
- Protection for keeping positions funded by county:
  - Would remain a part of the grant in aid; and
  - Some risk legislature could make cuts which impact this position.
- Three options for consideration:
  - IT package only;
  - Compact centralization only; or
  - Compact centralization with funding IT positions.
- Bring idea back to local jurisdictions and regional groups:
  - Give feedback prior to next OACCD Executive meeting in August; and
  - Will discuss again in September.
- Straw poll:
  - Compact:
    - Group is generally in favor of transferring compact back to DOC.
  - IT Position:
    - Group is generally in favor of funding an IT position.

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## Department of Corrections Information Technology Chief Information Officer

- Application Services presentation Attachment;
- Information technology changes impact behavior;
- High level introduction of each department and the services provided;
- IT Operations/Project management:
  - Services:
    - Profile needs accessing DOC applications;
    - Platforms running applications; and
    - Project management.
  - Current project DOC email access project:
    - Mobile devices;
    - Includes eastern counties;
    - Project initiation earlier this year;
    - Background work for hardware, servers, configuration, testing, business process development; and
    - Target completion in August 2017.
- Application Services Organization Chart:
  - Three distinct areas:
    - Open systems:
      - Web applications;
      - History:
        - Funded in 2008;
        - Added graphic interface;
        - Only funded one year; and
        - Salvaged work and created OMS; and
        - Green screen and OMS mirrored.
    - Database:
      - Linking to data.
    - iSeries team (DOC400):
      - CIS vs. ISIS
        - Corrections information system (CIS);
        - Provides roles/security; and
        - ISIS is specific to community corrections.
  - Service request system:
    - User groups present service requests to committee;
    - Committee scores requests; and
    - Prioritized by scoring.
- Help Desk and Technical Assistance:
  - 30 full time positions;
  - Four helpdesk analysts, 32 technical support analysts, two managers;
  - Stationed across the state;

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- Support desktops, laptops and tablets; operating systems and standard software; 835 inmate network stations; and mobile phones;
  - Different levels of support for community corrections counties.
- Reach out to Jeremiah to assist facilitating with IT
  - High profile cases may have chronos locked down; and
  - Can request information for internal investigations regarding appropriate use or security reviews.

### Department of Corrections Mental Health Memorandum of Understanding (MOU)

- Mental Health MOU and Contact List Attachments;
- Agreement between county mental health directors, their association, OACCD, and DOC is due each biennium;
- Changes needed for next renewal;
  - 30 days of medication post release;
  - Any other updates or edits; and
  - Hoping to engage with Cheryl Ramirez.
- Hoping to sign in August or September;
- Most updated version of providers list:
  - Some difficulty arranging for appointments;
  - Agreement a minimum of a mental health assessment or behavioral health screening within a month of release;
  - Some counties very good at this;
  - Many counties:
    - Getting voicemail messages; and
  - References to drop in days:
    - Agreement was for appointments.
- Provide feedback on Mental Health MOU to [Hank Harris](#) and [Jeff Wood](#);
- Will work with Cheryl Ramirez on updated contact list;
- Let Jeff Wood know if you would like to meet with Cheryl Ramirez; and
- Let Hank Harris know if there are changes to the contact list.

### Department of Corrections Short Term Trans Leave (STTL) Responses

- Brought issue to the executive team;
- STTL investigation timeframe is 45 days;
- Have had significant issues over the last couple of years;
- Washington and Jackson counties received praise; and
- Working to improve issues with specific counties.
- Support with the executive team to ensure responses come back within 45 days;

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- STTL cases do not have a set release date:
  - Need acceptance of STTL before moving forward.
- Executive team asked to be notified with specific cases that are an issue:
  - Can provide some examples of issues to each county; and
  - Hank Harris will provide information to counties.
- Eligible 120 days for January 1, 2018 sentence dates:
  - In contact with the Criminal Justice Commission (CJC) to get projections;
  - Will start seeing March 2018; and
  - 90 day will begin to reduce as 120 day increases.

## Department of Corrections Eclipse Planning

- Planning primarily focused on Madras and Deer Ridge;
- Also impacts for Baker City, Powder River, Salem, and Snake River institutions;
- Planning for solar eclipse event on Monday, August 21;
- Pulled list of releasing inmates Wednesday to Wednesday of that week;
- Avoiding releasing individuals during that time;
- May delay STTL or AIP to the following Wednesday or Thursday;
- Other options are looking at detainees:
  - Conversations to allow for early moves.
- 18 individuals scheduled to release the prior Friday:
  - Release date adjustment is an option;
  - Reviewing all the cases;
  - Possible to release on a Wednesday.
- Some counties will be closed the day of the eclipse.

## Department of Corrections Health Services Unit

- Health Services Unit used to fall under Operations;
- Recently moved to Offender Management and Rehabilitation Unit; and
- Good to have in the same division.

## Legislative/Budget Update

- Community corrections was fully funded;
- Sheriff's Association, Chief's, DA's supported full funding for community corrections;
- Legislature fully understanding and appreciating community corrections work
- Justice Reinvestment Initiative (JRI) funding passed;
  - \$42 million;
  - Current service level;

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- HB 3078 passed:
  - Additional \$7 million in funding for 416-like program;
  - 10 percent of which is victim services:
    - \$1 million to Oregon Domestic and Sexual Violence services fund in the Department of Justice in addition to the \$7 million; and
    - 10 percent allocation is the same as overall JRI.
- Recognize the work of Senator Jackie Winters:
  - Workgroup with District Attorneys, Chiefs, Sheriffs, and partnership for safety and justice;
  - Chaired by Senator Winters;
  - Encompasses FSAP expansion, measure 57 changes, statewide 416, and expanding STTL;
  - Expands STTL to any county who would like to participate and takes it from 90 to 120 days; and
  - Encourage OACCD to send a thank you note to Senator Winters.
- House Bill 2355:
  - Two components:
    - Racial profiling:
      - Getting a system in place may be a challenge;
      - 100 agencies; and
      - May adjust timeline in short session.
    - Change PCS from a felony to a class A misdemeanor:
      - Governor's bill did not include funding; and
      - Public safety task force bill moved forward which included funding for supervision;
      - Sentencing changes take effect upon signature;
      - Revokes do not get local control post prison:
        - Some impact in future biennia;
        - Difficult to assess impact; and
        - DOC will be running projections to assess impact on caseload and budget.
      - Extradition will be Oregon only; and
      - Not compact eligible.
- Betsy will be sending full report:
  - Link to all the bills will be available.
- Short session in February:
  - Medicaid expansion population gap:
    - Legislature increased provider taxes on hospitals and insurance plans:
      - Most hospitals and insurers in support of these taxes:
        - Tax, send to federal government, and receive funding back with matching federal funds.

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- Some legislators working to get referendum:
    - Could be on January ballot in a special election;
  - Potential gap in treatment services.
- Public safety task force tasked with looking at presentence;
- Recognize partnership among agencies DOC, CJC, Legislative committee;
- Will be soliciting additional representation in the legislative committee:
  - Let any member of the executive committee know of your interest.
- Need any legislation for the short session by October 2017;
- Sex offender licensing bill:
  - Did pass;
  - State and county agency reporting:
    - None reported employing sex offender treatment providers.
- Drug and alcohol treatment tracking:
  - Phase 1 is mapping all the treatment funds;
  - Phase 2 is outcomes;
  - Criminal justice involved outcome would be recidivism;
  - Population not limited to criminal justice involvement;
  - CJC has a limited duration position to begin this work;
  - Will work hand in hand with counties;
  - Report due September 2019; and
  - Recognition of CJC involvement for tracking outcomes above and beyond the scope of their mission.
- Senate Bill 844 passed:
  - Inmate financial accountability;
  - Ability for inmates to pay restitution while in custody;
  - Set aside funds for reentry;
  - DOC working on implementation:
    - Banking system to collect percentage of anything earned or put on books;
    - Percent goes to restitution;
    - Another percent goes to reentry fund for inmate.
  - DA's brought into bill; and
  - Corrections officer union supported.

## DPSST Temporary PO and Maintenance Requirements

- Memo to OACCD from DPSST, DPSST Part-Time P&P Email Attachments
- Part time certified PO or variable hour positions:
  - Senate Bill 685 passed in 1999;
  - Continued education requirement;
  - DPSST bringing requirement back to community corrections attention;
  - Need to follow OAR;

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- Recommendation:
  - Recent approval of training requirements for POs; and
  - Certification same level of training.
- Bringing back to OACCD to get feedback:
  - Retired returning would allow for 18 months to get certified if certification has lapsed;
  - PO doing case management rather than field work would also need to be certified;
  - Need to follow up about language around retired PO; and
  - Refresher requirement every three years, after five years lose certification.
- One space open at the July academy beginning July 31<sup>st</sup>.

## **SOSN Updates**

- Sex Offender specialist training September 11-15, 2017:
  - Deadline to register is the 25<sup>th</sup>.
- The next SOSN Meeting is July 25-26, 2017 in Deschutes County;
- Changes to language in static 99 and acute:
  - Standardized risk communication;
  - More information to come; and
  - Changes to ISIS/DOC400 risk module.
- Board of Parole changed rules regarding sex offender level system:
  - Changes may impact county policies;
  - Public hearing on changes to the sex offender notification leveling system in Salem, July 18<sup>th</sup> at 10 a.m. at Oregon Corrections Enterprises office.

Jeff Wood adjourned day one of the meeting Wednesday, July 12<sup>th</sup> at 4:19 p.m.

Jeff Wood called day two of the meeting to order Thursday, July 13<sup>th</sup> at 8:30 a.m.

## **Minutes Approval**

- Minutes from the May OACCD meeting were reviewed;
- No changes requested; and
- Eric Guyer made a motion to approve the minutes:
  - The motion was seconded by Dale Primmer; and
  - A voice vote was unanimous.

## **Criminal Justice Commission Justice Reinvestment Initiative Grants**

- Justice Reinvestment Initiative Presentation – Legislative Update Attachment
- \$15.5 million in grants:
  - Adding federal funds;

- Able to put rate back to same level as 15-17 biennium;
- Supplemental \$7 million for JRI;
  - 10 percent will go to victim services
  - \$6.3 million in grants;
  - Intent to establish downward departure programs;
  - Application focus on keeping people out of prison;
    - Targeted – not allocated funding;
    - Fund structural components to make program work such as positions.
  - Will be a separate application;
  - Can apply for both JRI and supplemental funding;
  - Should be synergy between the applications;
  - Priority to new programs required by statute;
  - Very performance based;
  - Need judges and district attorneys on board; and
  - Need to show return on investment.
- Approximately one thousand people attended the JRI summit:
  - Positive impact upon legislation.
- Ted Smeitana acting in consultant capacity on pretrial initiative;
- NIC Pretrial Training is 7/24-7/27/2017:
  - Eight or nine counties participating;
  - Yamhill has been through previously;
  - Contact [Ted Smeitana](#) or [Ross Caldwell](#) with questions;
  - Agenda coming soon; and
  - More training opportunities upcoming.

### 416 Panel Discussion

- 416 Panel [Presentation](#)
- Came out of 2011 Legislative concept;
- Senate Bill 416 failed:
  - Not enacted into law;
  - Interest in diverting population:
    - Looking at nonviolent property offenders; and
    - Has transitioned into nonviolent property and drug offenders.
  - Bring prison population down;
  - Ability to collaborate with district attorneys, judges, defense consortium;
  - Use pretrial tools to inform the court and make a more evidence-based decision;
  - Previously used Pre Sentence Investigation:
    - Did not address risk and need.
  - Targeting high risk offenders;

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- Discussions about no zero tolerance and strict condition probations;
  - Agree about structured sanctions for technical violations;
  - Concept to OACCD for common assessment and similar forms:
    - Defendant Assessment Report (DAR).
  - Shared case plan and treatment program;
  - Addressing the same criminogenic risk factors.
- Marion County:
  - Targeting nonviolent drug and property offenders;
  - Defined process showing responsibilities;
  - Jail beds for pretrial or sanctions; and
  - DAR takes about two hours per offender; process is one to two weeks.
- Yamhill County:
  - Started on presumptive probation cases;
    - Made recommendations on conditions; and
    - Risk reduction conditions based on treatment needs.
  - Retooled program to prison diversion when House Bill 3194 passed;
  - Worked with stakeholders;
  - Defined process showing responsibilities;
  - Substantial shift in thinking;
  - DAR began as Early Defendant Analysis in Yamhill;
  - Written promise to defense consortium regarding not discussing instant offense, only risk and need;
  - Implemented an additional assessment Adult Substance Use Survey (ASUS); and
  - Makes diversion recommendation.
- Klamath County:
  - Prison admission rate was high;
  - Applied for grant through CJC to implement diversion program;
  - Processes very similar;
  - District Attorney's Office gatekeeper:
    - Initially a challenge;
    - Judges began making referrals from arraignment.
  - Provide case plan as part of process;
  - Mentor assigned and with client for 120 days;
  - Case manager and PO assigned;
  - Need all stakeholders on board to be successful.
- Multnomah County:
  - No sentencing recommendation included in DAR;
  - Provide plan assuming individual stays in the community;
  - 13 assigned POs complete assessment and first 120 days of supervision:
    - Beneficial for relationship building;
    - Small caseload.

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- Treatment readiness dorm:
  - 59 beds;
  - Treatment provider;
  - Prepare for treatment; and
  - Walk away rate has gone down.
- Judicial settlement conference:
  - PO is present with defense attorney, district attorney and judge.
- Allowed sanctions except for abscond, no restitution payment, new crime, and others as needed or 'specials';
- Operations team meets weekly to coordinate between district attorney, mentors, housing, treatment, and probation; and
- Policy team meets regularly including sheriff, Parole and Probation, district attorney, treatment, judges and research teams.
- Washington County:
  - Not a true 416 program;
  - Have implemented some components:
    - Doing DAR; and
    - Have intensive supervision model.
  - Structures not in place such as:
    - No zero tolerance probation.
  - Opportunity to apply for additional resources to take next steps for true diversion.

## Work Groups Report Out

- FVSN
  - Scheduled for Domestic Violence Advanced academy September 18-22 at DPSST;
  - Great academy last year with speaker Dr. Chris Wilson;
  - James Henderson coming out this year;
  - Hoping to have a partial day with Dr. Chris Wilson this year and have him scheduled for next year;
  - Laura will send the information out; and
  - Denise Pena with Multnomah County nominated as liaison:
    - Has done great work on victim piece which will be of value; and
    - Will attend OACCD meetings.
  - Laura Ritchie made a motion to nominate Denise Pena with Multnomah County as FVSN liaison to OACCD:
    - The motion was seconded by Steve Berger; and
    - A voice vote was unanimous.
- Case Management
  - Larry Evenson coming to Yamhill as a manager;

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- Prior member of Case Management network
- Jessica Beach made a motion to nominate Larry Evenson as Case Management network liaison to OACCD:
  - The motion was seconded by Jenna Morrison; and
  - A voice vote was unanimous.

## Time Study Overview/Presentation

- Discussion with OACCD regarding time study previously;
- Much of OACCD discussion in this meeting has been around finances;
- Time study potential impact is \$1 billion;
- Impact for a minimum of three biennia; and
- Thirteen counties represented on time study work group.
- Multnomah County Time Study:
  - Hand out questions for post-data collection survey;
  - Time tracking training will be important; and
  - Clicker survey among OACCD shows there may be inconsistency in how time study is implemented without training.
- Statewide Community Case Management Time Study Presentation Attachment:
  - Work group meeting for ten months;
  - Today is the last OACCD update prior to the study;
  - More updates planned during the study;
  - Traveling to each county to deliver training;
  - Financial component of time study upcoming;
  - DOC presenting to legislature in 2019;
  - Did not complete time study in 2012 because of PSC;
  - Used national study for presentation in 2012:
    - Was not received well and fell back to 2006 numbers; and
    - Case management has changed considerably since 2006.
  - Time study dates September 5<sup>th</sup> through November 3<sup>rd</sup>, 2017:
    - 3,600 offenders across the state; and
    - Prerelease case management and high risk.
  - Some cases tracked into November/December:
    - Compact/IRT investigation began during time study which continues outside the time frame.
  - Pre-sentence assessment category:
    - PSI, DAR, 416; and
    - Each county needs an identification model.
  - Pre-release case management:
    - Release investigations; and
    - Each county needs an identification model.

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- New cases/intakes:
  - 10 percent or more;
  - A minimum of one; and
  - Each county needs an identification model.
- Hi/Med/Lo supervision level:
  - Will collect PSC risk level as well;
  - DOC research team will select;
  - List sent to counties a couple weeks prior;
  - Identify anyone not available to the study:
    - Actively supervised.
- All staff performing case management duties will participate in the study:
  - Change since May presentation;
  - Include case aides, techs, support staff with case management activities;
  - Will provide a list of case management activities in training upcoming;
  - Asking for all staff to attend the training; and
  - Hi/Med/Lo entry weekly, even if it is zero:
    - Allows monitoring to ensure data is being entered.
  - Will provide paper tracking form.
- May send staff unable to attend to a neighboring county's training:
  - Please coordinate with DOC trainers.
- Introduce the time study to staff prior to the training:
  - Two hours planned for training; and
  - Need staff familiar with idea prior to training.
- People burn out on time study tracking:
  - Talking about incentives in some counties;
  - Pizza party for weekly entries is one idea; and
  - Keep people motivated.
- Time study survey
  - Using survey monkey for entry;
  - <https://www.surveymonkey.com/r/NQ5QGWP>
  - May determine weekly entry process in each county;
  - Not doing a task study for statewide purposes;
  - FAQ and quick reference guides will be available;
  - Do not count the time it takes to do the study; and
  - Pilot in 12 counties with 14 POs.
- Need to demonstrate participation, checks and balances, and transparency ; and
- Think about coverage when primary PO is not available.

### Parole Board

- July 18<sup>th</sup> public hearing on Sex Offender leveling;
- Regional training wrapped up with about 80 attendees; and

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- Reviewing options to fill vacant executive director position.

The next meeting is Wednesday, September 13<sup>th</sup> and Thursday, September 14<sup>th</sup> in Klamath County.

## Action Items

- Each county to bring Compact centralization/IT package proposal back to local jurisdictions and regional groups, and give feedback prior to next OACCD Executive meeting in August.
- Provide feedback on Mental Health MOU to Hank Harris and Jeff Wood;
- Let Jeff Wood know if you would like to meet with Cheryl Ramirez regarding mental health;
- Let Hank Harris know if there are changes to the mental health providers contact list;
- Send Intergovernmental Agreements (IGA) back to DOC for grant in aid and measure 57;
- Steve Berger will follow up with DPSST about language around retired PO.

Jeff Wood adjourned the meeting at 11:56 p.m. Thursday, July 13<sup>th</sup>, 2017.

## Attachments:

ICAOS and IT Proposal  
Application Services Presentation  
OACCD Memo  
DPSST Part-Time P&P Email  
Mental Health MOU  
Mental Health Contacts  
CJC Legislative Update  
Statewide Community Case Management Time Study Presentation

**Oregon**

**PROJECT/SERVICES COORDINATOR**

**Class Code: 532**

**Range: 22**

**Definition:** Under supervision, to assist in the development, coordination and review of a small to moderate sized program in community; to provide training, monitoring, staff development and/or case management services for the program, and to perform other staff assistance work as required.

**Distinguishing Features:** This is the first level in the Mental Health Project and Health and Human Services Coordinator series. Employees typically have the formal professional level training, but also have limited, directly related work experience in the mental health or human service fields. Positions at this level perform a significant portion of the work assigned to the next higher level, but without the independence or full responsibility expected at the journey level. Projects to which employees are assigned are more limited in scope and complexity or employees are responsible for coordination of services for a caseload of clients. As experience is acquired, the employee performs with less immediate supervision. May provide basic technical and functional guidance to lower level staff and volunteers.

**Examples of Essential Duties:**

*The following duties represent the principal job duties, however, they are not all-inclusive. Other duties may be required or assigned.*

- Provide support and assist in coordinating aspects of a mental health or human service program.
- Develop and provide ongoing training and support to staff and community partners.
- Staff assigned subcommittees and planning groups.
- Assist program by planning and advocating for client base; assist in implementing and integrating the various programs.
- Review the program's funds and budget; assist in the preparation of written evaluation reports and quarterly reports for the program.
- Assess client needs and functioning level, and provide individualized case management services to clients to meet those needs; services provided include gathering information and data to determine the need and support for program eligibility.
- Perform crisis intervention as needed.
- Provide indirect services including routine consultations to staff, care givers and community agencies, client advocacy and community resource development.
- Prepare reports and maintain records as required.

**Auxiliary Duties:**

*The following duties represent duties that are generally performed by this position, but are not considered the principal job duties.*

- Serve on committees; perform other duties and responsibilities as assigned.

**Qualifications:**

**Minimum Qualifications:** A combination of education and experience equivalent to the completion of a bachelor's degree in social work, child development, psychology, nursing or related field. Two years experience in the delivery of mental health and/or social services, preferably in the youth and child development area.

**Knowledge, Skills and Abilities:** Requires a knowledge of techniques and procedures used in evaluating, modifying and motivating human behavior; child and youth development and behaviors; case management methods; rules, laws, regulations and ethics of mental health or human services and treatment; community services and resources. Ability to assess status of individuals and families for services and needs; write concise and accurate progress notes and reports; coordinate treatment plans; provide basic individual and group counseling; maintain confidentiality; provide appropriate training; establish and maintain cooperative working relationships with those contacted in the course of work; operate a personal computer in order to process and analyze data, create a quarterly newsletter, and access and interpret Internet research data.

**Special Requirements:** *Performance of the essential duties of this position include the following physical demands and/or working conditions:*

Ability to work in an office environment; requires the ability to exert a small amount of physical effort in sedentary to light work involving moving from one area to another; may require some moderate lifting, bending, reaching, kneeling and some climbing of stairs; sufficient hand/eye coordination to perform semi-skilled repetitive movements such as operating office equipment; may have slight exposure to communicable diseases and hazardous material.

**License or Certificate:** Current and valid state driver's license.

# 2017 LEGISLATIVE UPDATE

Executive Director Mike Schmidt

July 11, 2017

# HB 3078 – SAFETY AND SAVINGS

- What's it do?
  - Expand STTL from 90 – 120 days.
  - Remove ID Theft & TH I from BM 57
  - Expand FSAP program
  - Establishes JRI Downward Departure Supplemental funding of \$7m
- How does it effect CJC?
  - CJC to create annual report on prison usage to legislature
  - Administer a (kind of ) new grant fund focused solely on decreasing prison usage.

# HB 2355 – RACIAL PROFILING

- What's it do?
  - Mandates collection of statewide stop data across all LE agencies.
  - Charges CJC with analyzing the data for disparity
  - CJC communicates findings to DPSST, who provides training to any agency needing additional training on race and disparity.
  - Changes 1<sup>st</sup> and 2<sup>nd</sup> PCS conviction (for those who are not already felons) to Class A Misdemeanors.
- How does it effect CJC?
  - CJC received two fulltime positions to analyze the data
    - ISS 6 & RA 4
  - CJC will report to legislature on effects of PCS changes
  - CJC staff will meet with and present data to local LE agencies as needed

# SB 1041 – A&D TREATMENT DOLLARS

- What's it do?
  - Tasks CJC with working with OHA, OYA, DHS, and DOC to track all state and federal dollars that flow through the state to treatment resources, and map the system.
  - Tasks CJC with determining the outcomes that Oregon receives from the investments into A&D, for both the criminally involved and those not.
- How does it effect CJC?
  - CJC received 1 full time LD PA 4 to do this work. The job culminates with the written report in September of 2019.
  - BIG LIFT.

# HB 2238 – PUBLIC SAFETY TASK FORCE

- What's it do?
  - Reestablishes the Public Safety Task Force
  - Limits the Racial and Ethnic Impact statement requests to CJC to those that are related to crime.
  - Racial and Ethnic Impacts that pertain to social services will now be handled by DHS
- How does it effect CJC?
  - Staff will continue to be the staff and resource for the PSTF
  - Governor will need to reappoint members

## SB 26 – LPSCC MEMBERS

- What's it do?
  - Requires counties to appoint a representative from the community based non-profit victim service providers to the LPSCC.
- How does it effect CJC?
  - Connects People from this community to LPSCCs which should make communication better for JRI programs in the counties.

# HB 5005 – CJC BUDGET BILL

- What's it do?
  - CJC was funded at CSL across the board.
    - \$40 M for JRI
    - \$15.5 M for Specialty Courts
- Other bills effecting CJC budget?
  - Additional \$7M for JRI enhancement
  - 2 permanent FTE
  - 1 LD FTE

QUESTIONS?

# IT Services (ITS) Project Management Office (PMO)

- ▶ **ITS Business Support & Operations Manager:** Bettina Davis
- ▶ The ITS PMO was established in 2010.
- ▶ **Mission Statement:** The Project Management Office seeks to improve customer satisfaction and ITS performance through clear, structured communication and the application of consistent project management practices as a means to bring projects to successful conclusion.
- ▶ **Objectives:**
  1. Provide Technical Project Management Services.
  2. Deliver Successful IT Projects.
  3. Keep Department of Corrections (DOC) business stakeholders engaged and informed.
  4. Raise the project management maturity level of the Department.

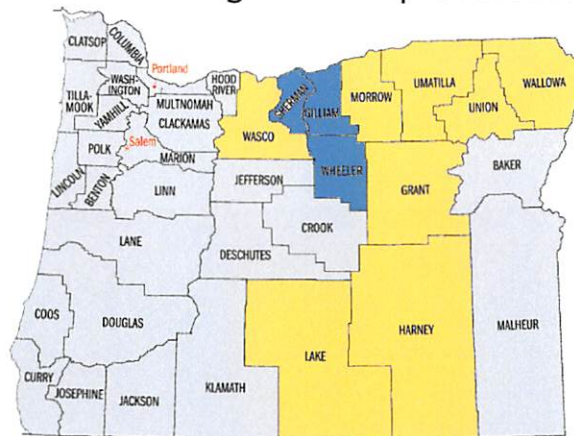
# IT Services - PMO

## *ccDomain Project*

(Long name: **ccDomain Community Corrections iPhone/iPad Mobile Device  
DOC Email Access Project** )

- ▶ **ITS Project Manager:** Clarke Coburn
- ▶ **Project Description:** Develop DOC *technical infrastructure and business processes* to provide 11 Community Corrections (CC) counties DOC email access through DOC configured and provisioned iPhone/iPad mobile devices (up to 35 devices for the 9 ccDomain Directors and their key direct reports).
- ▶ **Success Criteria:** Up to 35 key individuals across the 11 targeted counties will be able to send and receive real-time emails from a DOC configured and provisioned iPhone or iPad.
- ▶ **Counties:** Grant, Harney, Lake, Morrow, Tri-County (Sherman, Wheeler, Gilliam), Umatilla, Union, Wallowa, and Wasco
- ▶ **Project Start:** Late April 2017
- ▶ **Target Project Completion:** August 2017\*

\*Note: The timeframe is tentative. The availability of DOC IT Services and Oregon State Data Center staff fluctuates with competing projects and break fixes.



Oregon Department of Corrections



# IT Services Application Services

- ❖ Who are we?
- ❖ Application Offering
  - ❖ iSeries (green screen applications)
  - ❖ Open Systems (web based applications)
  - ❖ Others (Third party applications with connectivity to our data)
- ❖ Who decides what we work on?

**Bruce, Roy**  
**Application Services**  
**Manager**  
**PEM E X7008 33**  
**9512.415**

**i-Series**  
**Team Lead – Pack, Don**  
**Lead – Routt, Diana**

**Data Services**  
**Team Lead – Pack, Don**

**Open Systems**  
**Team Lead – Pack, Don**  
**Lead – Damon, Dan**

**Routt, Diane**  
**Systems Analyst**  
**ISS7 C1487 30**  
**9500.056**

**Garcia-Llana, Rosa**  
**Systems Analyst**  
**ISS7 C1487 30**  
**9900.006**

**Kennedy, Helen**  
**Systems Analyst**  
**ISS7 C1487 30**  
**0100.054**

**Olivares, Emmanuel**  
**Programmer Analyst**  
**ISS6 C1486 28**  
**9500.359**

**Phaswana, Flo**  
**Systems Application Analyst**  
**ISS7 C1487 30**  
**0700.018**

**Pack, Don**  
**DBA**  
**ISS8 C1488 33**  
**0000.900**

**Kaur, Parm**  
**Systems Application Analyst**  
**ISS7 C1487 30**  
**9900.197**

**Esquerro, Fernando**  
**Data Modeler**  
**ISS7 C1487 30**  
**9900.197**  
**(Double M)**

**Wolsleben, Billy**  
**Systems Application Analyst**  
**ISS8 C1488 28**  
**9702.587**

**Davis, Andrew**  
**Systems Analyst**  
**ISS7 C1487 30**  
**0700.130**

**Hatley, Thomas**  
**Systems Analyst**  
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**Flaherty, Patrick**  
**Systems Analyst**  
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**Damon, Dan**  
**Systems Analyst**  
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**Sittel, Chris**  
**Systems Analyst**  
**ISS7 C1487 30**  
**1100.003**

**Westfahl, Peter**  
**Programmer Analyst**  
**ISS5 C1485 26**  
**0700.123**

**Harris, Mark**  
**Systems Analyst**  
**ISS7 C1487 26**  
**0000.904**

**Smart, Brian**  
**Programmer Analyst**  
**ISS5 C1485 26**  
**0500.597**

**Hardin, Paul**  
**Systems Analyst**  
**ISS7 C1487 30**  
**0700.017**

**Wyatt, Alex**  
**Programmer Analyst**  
**ISS5 C1485 26**  
**9902.512**



# Questions

- What's the difference CIS vs. ISIS?
- What's the difference CIS vs. OMS?
- What is CMIS?

## Corrections Information System (CIS) - History

- ▶ CIS is a grouping of application modules used primarily for Offender management.
- ▶ CIS consists of 55 modules and 4,262 programs overall.
- ▶ CIS stores information about offenders including felony convictions, sentences, and demographics (age, gender, race, etc.).
- ▶ The system discerns and indicates whether offenders are in prison or supervised in the community, and maintains historical data regarding offenders' custody cycles.
- ▶ It's the Primary System of Record for the Caseload Management including Community Corrections and Counselor Caseloads.
- ▶ Access and role based authority is managed by the CIS framework.
- ▶ ISIS is 1/3rd of the CIS modules that are Community Corrections focus.

## CIS: Corrections Information Systems

### Popular Modules within CIS (DOC400)

Abbreviation	Full Name	Abbreviation	Full Name
AIP	Alternative Incarceration Programming	SIU	Special Investigation Unit
BHS	Behavioral Health Services	SNT	Sentencing
CCC	Community Corrections Caseload	SRA	Suicide Risk Assessment
CCM	Counselor Caseload manager programs	STA	Institution Statistics reports
CIS	Corrections Information System	TBL	CIS system tables
CLS	Classification	TDR	Document Tracking
CMA	Caseload Management Summary programs	TRN	Inmate Training
CMS	Caseload Management System	TRS	Inmate TRUST & Canteen
DES	Designators	TSC	Treatment Assignment Screening Committee (TASC)
HSS	Health Services Systems	VIN	Victim Notification (VINE)
LED	Law Enforcement Database	VOL	Volunteers
MTA	Inmate Misconducts (display only)	VPS	Violence Predictor Score
PBM	Parole Board management	VST	Visitors
PSC	Public Safety Checklist	WHA	Work, Housing, Assignment Level Evaluation

# Open System

- ▶ Open Systems applications, late 2000 era, began as a rewrite of CIS in 2008 but funding failed.
- ▶ The first year effort of the five year rewrite was salvaged by heroic internal development which created the Offender Management System (OMS).
- ▶ Other Open Systems development since then continues which includes web based applications and Java Desktop Apps.
- ▶ Data is mirrored between CIS and our other applications.

# Open System Software Inventory

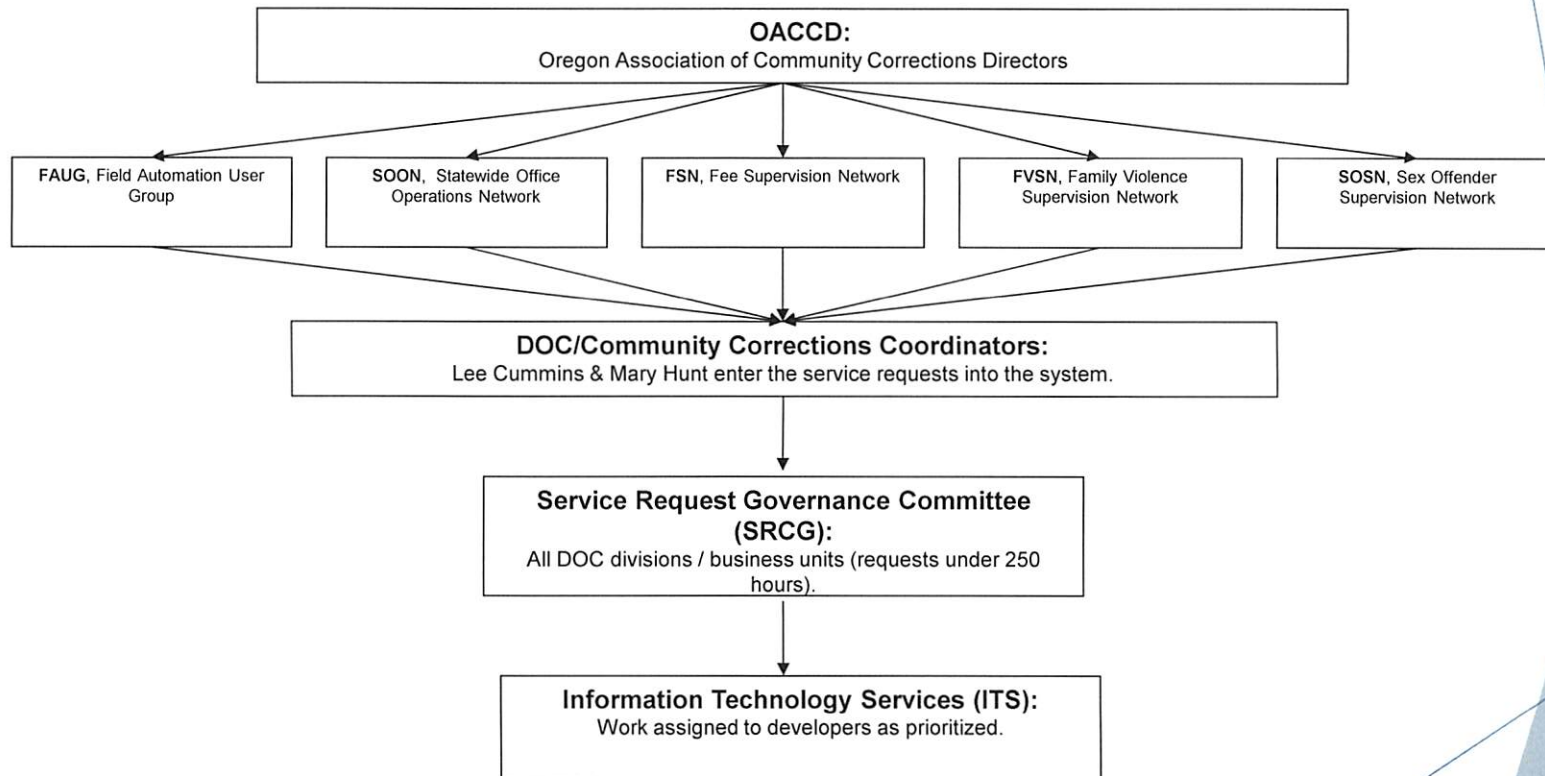
## Open System Apps & Modules within OMS

<b>WEB Applications:</b>	
OisView - Reporting System	
OOS - Oregon Offender Search	
HRIS - Human Resources Information System	
PBMIS - Parole Board Management Information System	
AIM - Arsenal Inventory Management	
PhotoView - Offender photo view	
SR - Service Request System	
<b>OMS - Offender Management System. It consists of various submodules to manage offenders (Listed below)</b>	
<b>CMA - Offender Case Management (LSCMI, WRNA, Case Plan, Action Plan etc)</b>	
App Management - user roles & security	IMP: Inmate Management Plan
Institution Mail Room	IMU: Intensive Management Unit
Misconduct	PREA: Prison Rape Elimination Act
Property Control	Schedule Track Reports
STM: Security Threat Management	TCUDS: Texas Christian University Drug Screen
UIR: Unusual Incident Report	URICA: University of Rhode Island Change Assessment
<b>Defunct Systems:</b>	
LSCMI - LSCMI Testing, replaced by CMA	<b>VISUAL BASIC:</b>
Interstate Compact - Replaced by national system	ISDS - Scheduling, Timesheet, Interfaces with Payroll
	PhotoCard - Issues ID cards to Offenders and Staff
<b>Java Desktop Application</b>	
ScheduleTrack - Offender/Personnel tracking	
Doc Image - Document archiving	
Payroll Combiner - Interface from ISDS to DAS	
Institution Mail Room System (IMRS) - Offender Mail	

# Other connected applications:

- ▶ Teammate - Internal Audits
- ▶ i2 - Special Investigations Unit (SIU)
- ▶ TAG - Distribution Services and Fiscal Services Inmate Trust and Canteen
- ▶ CIPS - Pharmacy System
- ▶ SAS - Research Unit's data warehouse
  - ▶ CMIS - Web access portal to SAS data

# Service Request Process



# DOC IT Services - Support Services

## IT Helpdesk and Technical Assistance

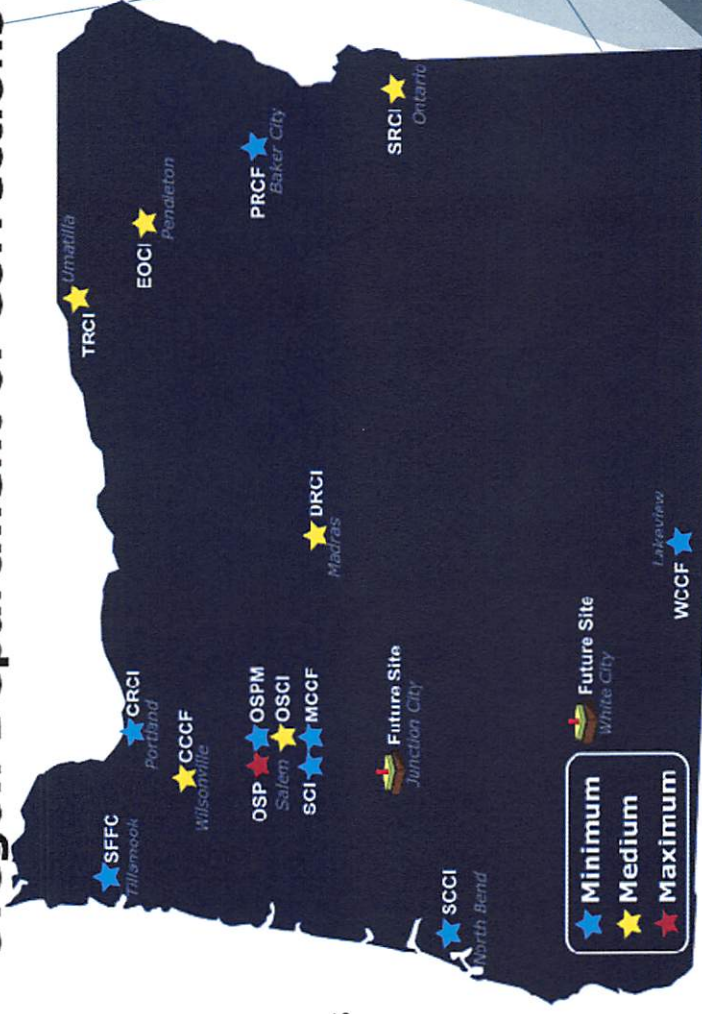
- ▶ 38 Fulltime Positions
  - ▶ 4 Helpdesk Analysts
  - ▶ 32 Technical Support Analysts (TSA)
  - ▶ 2 Managers



# Where is Support Services?

- ▶ 25 DOC worksites
- ▶ 14 Correctional Institutions
- ▶ 6 Administrative Worksites
- ▶ 2 County Community Corrections  
(Douglas & Linn)

## Oregon Department of Corrections



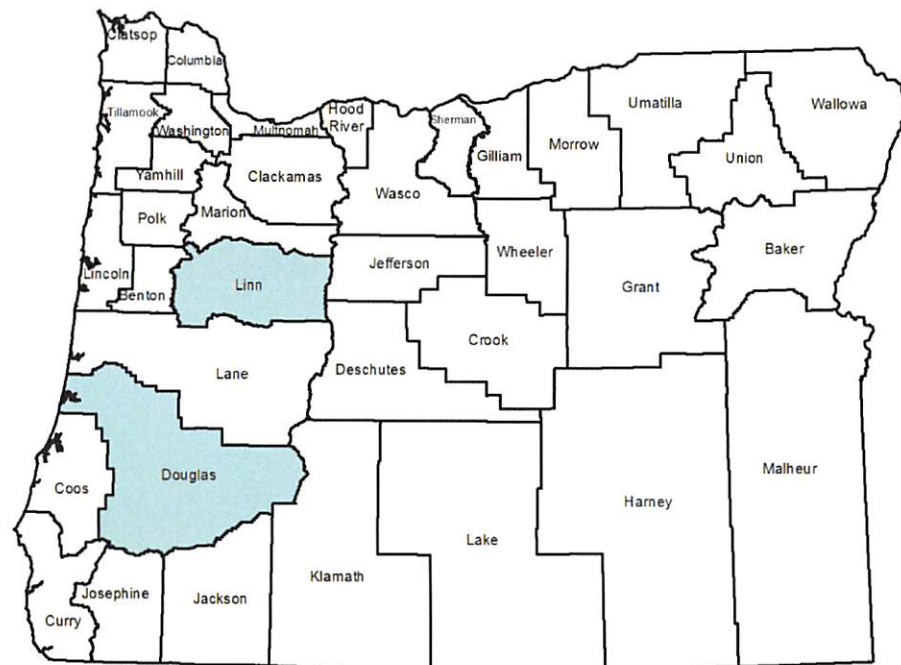
# What Support Services Supports

- ▶ 3,800 DOC desktops, laptops and tablets
  - ▶ operating system and DOC ITS approved software & applications
- ▶ 835 inmate workstations and thin clients
- ▶ 100 Community Corrections (CC Domain) desktops
- ▶ 1,000 mobile phones



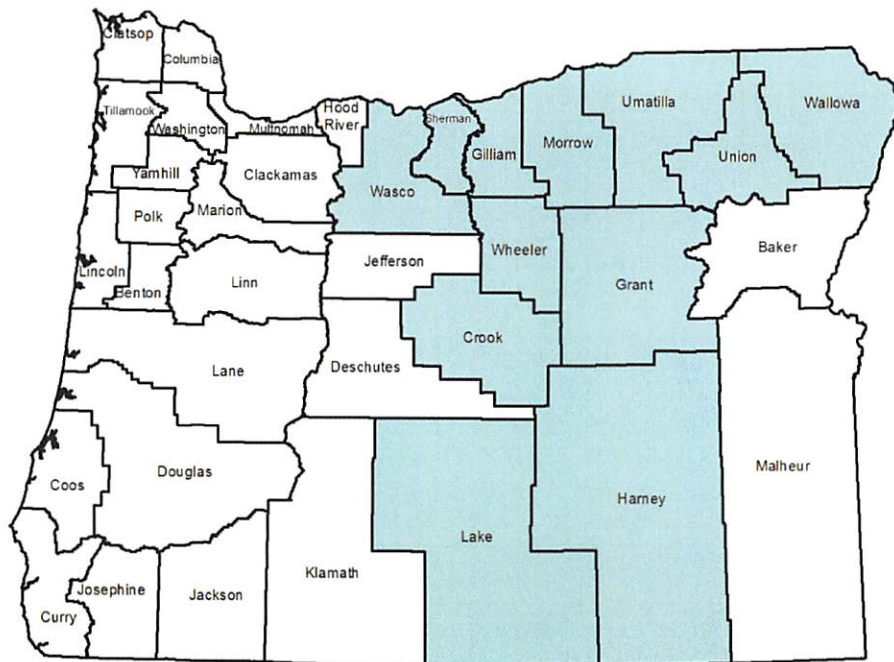
# Community Corrections IT Support

- ▶ Full DOC ITS Support
- ▶ DOC ITS Standards
- ▶ DOC Helpdesk
  - ▶ M-F 6:00 am - 6:00 pm
  - ▶ On call M-F 5:00 pm - 11:00 pm
  - ▶ On call Sat & Sun 6:00 am - 11:00 pm
- ▶ TSAs onsite as needed



# Community Corrections IT Support

- ▶ Limited DOC IT Support
- ▶ DOC ITS Standards (CC Domain)
- ▶ DOC Helpdesk
  - ▶ M-F 6:00 am - 6:00 pm
  - ▶ On call M-F 5:00 pm - 11:00 pm
  - ▶ On call Sat & Sun 6:00 am - 11:00 pm
- ▶ Limited TSA onsite support



- 



# Contact Us

- ▶ DOC Helpdesk

- ▶ Telephone: 1 (866) 531-9600 M-F 6:00 am - 5:00 pm; On call support M-F 5:00 pm - 11:00 pm & Sat - Sun 6:00 am - 11:00 pm

- ▶ Email: [doc.helpdesk@doc.state.or.us](mailto:doc.helpdesk@doc.state.or.us)

- ▶ Travis Graham - Support Services Manager

- ▶ Telephone: (503) 373-2040

- ▶ Email: [Travis.J.Graham@doc.state.or.us](mailto:Travis.J.Graham@doc.state.or.us)

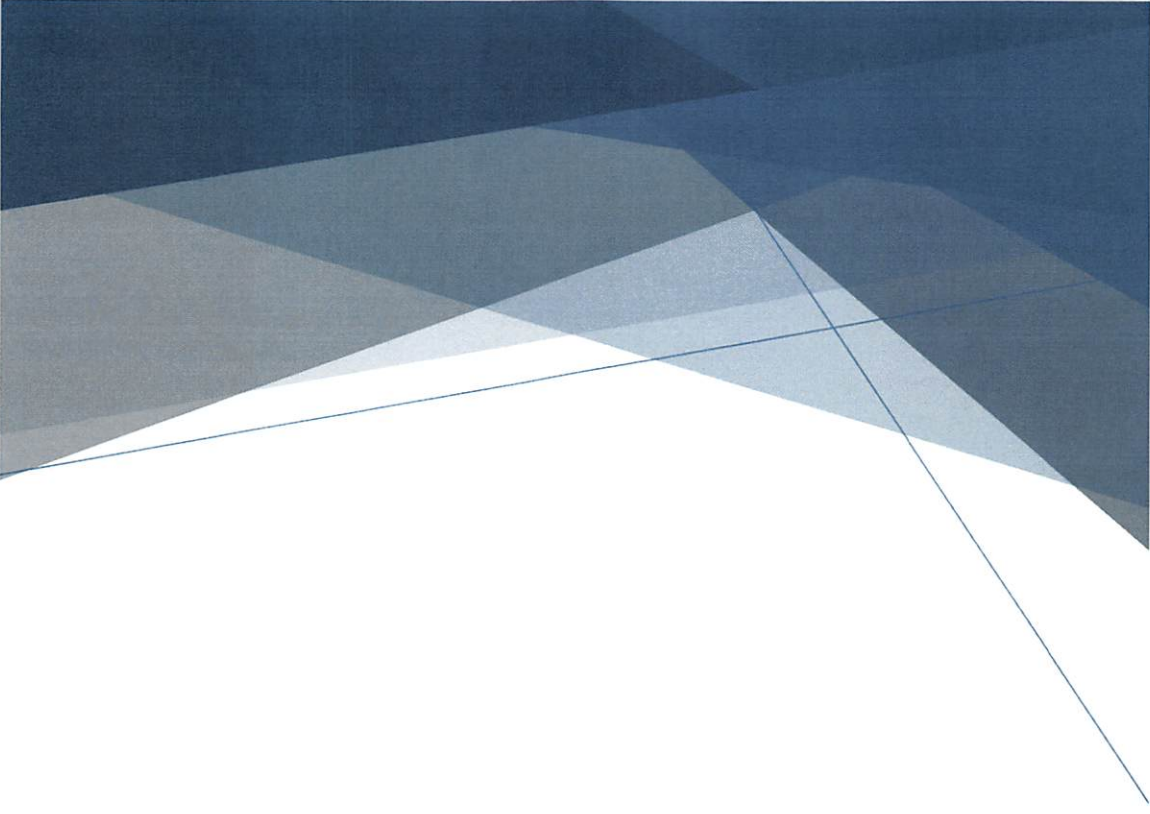
- ▶ Larry Mack - Senior Support Services Manager

- ▶ Telephone: (503) 378-5951

- ▶ Email: [Larry.B.Mack@doc.state.or.us](mailto:Larry.B.Mack@doc.state.or.us)

Thank you!

Questions?



**From:** Steve Berger <Steven\_Berger@co.washington.or.us>  
**To:** "OACCD Director's and Delegates" <DLOACCDirector'sandDelegates@doc.state.or.us>  
**Date:** 7/10/2017 2:53 PM  
**Subject:** FW: DPSST: Part-Time P&P Maintenance Training Standard Discussion  
**Attachments:** OACCD Memo 4-26-2017.pdf

Greetings Folks,

I am forwarding a letter from Lindsay Hale at DPSST we will review on Wednesday. By all accounts, we've collectively managed to successfully ignore the maintenance requirements for parole and probation officers who are employed part time for the past 17 years.

You may recall from the conversation had at the OACCD Conference in Coos Bay a few months back that few P&P officers and agency heads even know this standard exists. The standard resulted from a 1999 legislative change that expanded the statutory definition of Parole and Probation Officer to allow previously certified officers to maintain their DPSST certification if employed part time provided they completed 20 hours of continuing education annually. DPSST adopted a rule implementing the part-time parole and probation maintenance standard in 2000, though it has been rarely used.

With the recent implementation of the law enforcement maintenance training standards requiring corrections and parole and probation officers meet the same standard as police officers (84 hours every three years, etc.), DPSST is recommending that current part-time parole and probation maintenance standard be eliminated and P&P officers employed part-time who choose to maintain their certification be required to meet the same standard as P&P officers employed full-time. Lindsay framed the history of this issue and reasons behind their recommendation in the attached memo.

Since this policy discussion impacts us directly, Lindsay thought it best to have start this conversation with OACCD before presenting the issue to the Corrections Policy Committee or the Board. Please review the memo in advance of our meeting on Wednesday.

Thanks, Steve

259-008-0066

#### Maintenance of Certification for Part-time Parole and Probation Officers

(1) Basic Certification. All certified parole and probation officers who have obtained basic certification and employment as a full-time parole and probation officer for a minimum of one year may continue certification if:

(a) That officer begins working as a parole and probation officer in a part-time capacity, as defined in OAR 259-008-0005 and ORS 181A.355 within three (3) months of leaving a full-time position; and

(b) The employing agency notifies the Department of all personnel actions involving part-time parole and probation officers whose certification is to be continued on a Personnel Action Report (DPSST Form F-4) as required under OAR 259-008-0020.

(2) In order to maintain certification, part-time parole and probation officers must complete at least 20 hours of maintenance training annually. The content of the training is determined by the department head of the employing agency.

(a) The annual maintenance training cycle for part-time parole and probation officers begins on January 1st and ends on December 31st of each year.

(b) The employing agency must maintain documentation of all required maintenance training for each part-time parole and probation officer.

(c) The employing agency must provide documentation to the Department of training completed from January 1st through December 31st of each year.

(3) On or after December 31st of each year, the Department will identify all part-time parole and probation officers who are deficient in maintenance training hours according to Department records. A Contested Case Notice of Intent to Suspend will be prepared and served on the officer pursuant to ORS 181A.640(c) and these rules. A copy of the notice will be sent to the officer's employing agency.

(a) All contested case notices will be prepared in accordance with the applicable provisions of the Attorney General's Model Rules of Procedure adopted under OAR 259-005-0015.

(b) An officer who has been served with a Contested Case Notice of Intent to Suspend has 30 days from the date of mailing or personal service of the notice to notify the Department of the training status identified as deficient by submitting a Part-Time Parole & Probation Officer Maintenance Training Log (Form F-17) to the Department identifying the maintenance training hours completed during the previous one (1) year reporting period or to file a written request for hearing with the Department.

(c) Maintenance training hours reported to the Department on a Form F-17 will be used solely to verify completion of maintenance training requirements and will not be added to the officer's training record. A Form F-6 (Course Attendance Roster) must be forwarded to the Department to have training hours added to an officer's record.

(4) Default order: If the required training is not reported to the Department or a request for a hearing received within 30 days from the date of the mailing or personal service of the notice, the Contested Case Notice will become a final order suspending certification pursuant to OAR 137-003-0672.

(5) An officer with a suspended certification is prohibited from being employed in any position for which the certification has been suspended.

(6) Recertification following a suspension may be obtained, subject to Department approval, by submitting the following to the Department:

(a) A written request from the department head requesting recertification, along with a justification of why the required maintenance training hours were not reported; and

(b) Verification that maintenance training hours were completed.

(7) Upon written request from the head of an employing agency, the Department may grant an extension for the completion of maintenance training hours if an officer was on an extended leave of absence or the Department finds there is other good cause to grant an extension. The granting of such an extension is within the sole discretion of the Department.

(8) Certificates and awards are the property of the Department. The Department has the power to revoke or suspend any certificate or award as provided in the Act.

[ED. NOTE: Forms referenced are available from the agency.]

Stat. Auth.: ORS 181.640 & 181.653

Stats. Implemented: ORS 181.640 & 181.653

Hist.: BPSST 11-2000, f. 11-13-00, cert. ef. 11-15-00; DPSST 5-2004, f. & cert. ef. 4-23-04; DPSST 8-2012, f. & cert. ef. 3-29-12; DPSST 31-2012, f. & cert. ef. 12-27-12; DPSST 11-2016, f. 7-25-16, cert. ef. 7-29-16



*Oregon Department of  
Corrections—Community  
Corrections Division*

**IT and Out-of-State Compact PO Proposal**

*Presented by:*

*Jeremiah Stromberg, Asst Director*

*Mark Patterson, Deputy Compact Administrator*

*Oregon Association of Community Corrections Directors Mtg*

*Newport OR July 12th, 2017*

***For Budget Preparation Exercises Only***

**17-19 County by County CMPO Specific Grant in Aid Allocations**

<b>County</b>	<b>17-19 Allocation %</b>	<b>17-19 Financial Impact</b>
Multnomah	19.79%	\$188,784
Marion	9.42%	\$89,876
Washington	9.40%	\$89,659
Lane	9.30%	\$88,695
Clackamas	6.05%	\$57,700
Jackson	5.62%	\$53,616
Deschutes	4.37%	\$41,681
Linn	4.15%	\$39,546
Douglas	4.12%	\$39,251
Klamath	3.08%	\$29,342
Josephine	2.99%	\$28,525
Yamhill	2.37%	\$22,612
Umatilla	2.30%	\$21,972
Coos	1.98%	\$18,892
Polk	1.50%	\$14,336
Lincoln	1.46%	\$13,913
Columbia	1.39%	\$13,264
Benton	1.29%	\$12,309
Clatsop	1.22%	\$11,601
Wasco	1.15%	\$10,922
Jefferson	0.87%	\$8,334
Union	0.78%	\$7,409
Tillamook	0.75%	\$7,193
Crook	0.75%	\$7,163
Malheur	0.73%	\$6,947
Baker	0.56%	\$5,353
Curry	0.54%	\$5,186
Lake	0.43%	\$4,074
Hood	0.39%	\$3,749
Morrow	0.35%	\$3,296
Harney	0.32%	\$3,040
Grant	0.19%	\$1,840
Wallowa	0.19%	\$1,801
Gilliam	0.09%	\$846
Sherman	0.08%	\$758
Wheeler	0.03%	\$246
<b>Total</b>	<b>100.00%</b>	<b>\$953,741</b>

## Service Requests Scores Report

01-JUL-2006 to 31-JUL-2017

Score	SR#	Short Description	Requester	Created on	Assigned To
21	2687	Short Term Transitional Leave Automation	RUIZB	05/20/2015	KAURP
21	2704	SSTIR - STG Intel	HUMPHREJ	10/12/2015	WOLSLEBB
18.7	2689	SSTIR/OMS & Scars, Marks and Tattoos	HUMPHREJ	06/25/2015	WOLSLEBB
18.3	2770	Report combining data from OMS, CIS and OIS	SCHIMSCH	01/05/2017	none
18.2	2657	Suicide Risk Assessment - CIS screens/reports	HUMPHREJ	11/13/2014	ROUTTD
18.2	2784	Add New Gender Designation	RUIZB	04/27/2017	none
18	2762	Assignment Management Report	SCHIMSCH	08/30/2016	none
17.8	2688	Telmate Visitor FTP	RUIZB	06/17/2015	none
17.6	2736	TASC Screen Update	RUIZB	03/03/2016	none
17.6	2632	Arsenal Inventory	SCHIMSCH	07/10/2014	HARDINP HATLEYT
17.5	2714	SSTIR Designator	HUMPHREJ	12/11/2015	OLIVAREE
17.3	2654	Level of functioning -CTSDb	RIESKAMP	10/30/2014	KENNEDYH ROUTTD
17.3	2637	Inmate Property Inventory	SCHIMSCH	09/02/2014	KAURP SITKEIC
17.3	2717	Performance Recognition & Award System Revision	HUMPHREJ	01/06/2016	none
17	2585	Modify ScheduleTrack to allow use of tablets	HATLEYT	07/18/2013	HATLEYT
16.8	2767	Class 2 Staff Assault Fields - OMS	HUMPHREJ	12/02/2016	none
16.8	2662	WRNA Assessments for female offenders	SCHIMSCH	01/06/2015	KAURP
16.8	2766	WRNA iSeries Work Items	KAURP	11/17/2016	KAURP KENNEDYH ROUTTD
16.5	2775	Sanction Fixes & Enhancements	CUMMINSL	02/28/2017	none
16.5	2776	Sanction/Warrants Program in OMS	CUMMINSL	02/28/2017	none
16.4	2707	OMS- Preliminary Order information not showing	SCHIMSCH	10/26/2015	WESTFAHP
16	2752	WHALE Override Ability	RUIZB	05/05/2016	none
16	2644	Inmate Visiting Personal Property inventory	SCHIMSCH	09/04/2014	SITKEIC
15.8	2779	UA Program - MDMA Test Results	HUMPHREJ	03/15/2017	none
15.7	2690	SSTIR system update	HUMPHREJ	07/07/2015	WOLSLEBB
15.6	2725	1206 Destination Change on OPS2021 Screen	RUIZB	03/01/2016	none
15.6	2708	OMS Enhancements - Misconduct Module	SCHIMSCH	10/26/2015	DAVISAN
15.5	2668	CMA Fixes #1	CUMMINSL	02/23/2015	none
15.5	2669	CMA Fixes #2	CUMMINSL	02/24/2015	none
15.5	2670	CMA Fixes #3	CUMMINSL	02/24/2015	none

15.5	2671	CMA Fixes #4	CUMMINSL	02/24/2015	none
15.5	2672	CMA Fixes #5 - S99R, Stable & Acute, LS/CMI	CUMMINSL	02/24/2015	none
15.5	2673	CMA Fixes #6 - ODAARA	CUMMINSL	02/24/2015	none
15.5	2674	CMA Fixes #7 - Polygraph module	CUMMINSL	02/24/2015	none
15.5	2675	CMA Fixes #8 - Substance abuse Tracking	CUMMINSL	02/24/2015	none
15.5	2763	Work Verification & Tax Credit Letters	NOWAKM	09/02/2016	SITKEIC
15.5	2756	ISDS - modifications	SCHIMSCH	05/16/2016	none
15.5	2769	Transition Plan Screen data entry issues	SCHIMSCH	01/03/2017	none
15.3	2765	Visitor related enhancements	SCHIMSCH	10/24/2016	none
15.2	2679	Specialty PRAS Posting	MACGREGK	04/15/2015	none
15.2	2783	NSP Database - Training Requirements Modifications	HODNEYK	04/19/2017	none
15	2774	Work Performance Assignment Dates	SCHIMSCH	02/27/2017	none
14.8	2726	60 day Update for WHALE (WHA250I)	RUIZB	03/01/2016	none
14.8	2787	Inmate Management Plan ID cards	SCHIMSCH	04/28/2017	none
14.6	2709	BECR Designator Update	RUIZB	10/27/2015	none
14.4	2719	Tracking System for Public Records Requests	SCHIMSCH	01/29/2016	none
14.3	2772	Cell Search Program	SCHIMSCH	02/24/2017	none
14	2666	Treatment Module Fixes	CUMMINSL	01/08/2015	none
14	2749	Warrants Program Fixes	CUMMINSL	05/03/2016	none
14	2649	Completion of HRIS FMLA.	MEDCALFL	10/28/2014	none
14	2750	CCCM Daily Release & Movement Logs	SCHIMSCH	05/03/2016	GARCIAR
14	2601	SCI - SAFE	SCHIMSCH	01/08/2014	none
13.8	2697	Edit to Require PSC Before Closing to Outcount	HUNTM	08/18/2015	none
13.4	2686	Add TBD Flag & Date to Supv Conditions on OPS209I	HUNTM	04/30/2015	none
13.4	2739	Add offender email address CMS204I	HUNTM	03/08/2016	OLIVAREE
13.3	2771	OMS - Inmate Management Plan Update	HUMPHREJ	01/12/2017	none
13.2	2647	Multnomah Web Services Treatment Request	CUMMINSL	10/23/2014	WESTFAHP WOLSLEBB
13	2788	Data Download for Deschutes	CUMMINSL	05/04/2017	ROUTTD
12.8	2735	Update LEDS Screen (LTS202I)	RUIZB	03/03/2016	none
12.8	2611	Tracking System for Employee Receivables	DAMOND	02/28/2014	none
12.8	2660	Inmate Memo Changes	DAVISAN	12/16/2014	none
12.8	2751	EOCI DSU Pilot	SCHIMSCH	05/05/2016	none
11.8	2667	Add Long Description to Conditions Table	CUMMINSL	01/08/2015	none
11.4	2715	WHALE Watcher Subset Screen	RUIZB	12/11/2015	none
11.2	2655	HS facesheet - Enhancements	RIESKAMP	10/30/2014	WYATTA
11.2	2624	HR Forms Module for HRIS	NEESJ	06/02/2014	none
11.2	2614	OMS - Civilian/Person Search	ERDMANZ	03/18/2014	none
11	2680	Add County Photos to OMS	CUMMINSL	04/28/2015	none
10.8	2656	HS call outs - appt. cancelations	RIESKAMP	10/30/2014	none
10.6	2634	New Sanc Code & Fix Sanc Status Field	HUNTM	07/10/2014	none
10	2777	Marion County Upload of Fees	CUMMINSL	03/02/2017	none

9.8	2579	New Static 99R Report (work with SR2672)	HUNTM	05/01/2013	none
9.7	2710	Reports in CIS - add option to display or print	SCHIMSCH	10/27/2015	none
9.6	2577	New Polygraph Report (work with SR2674)	HUNTM	05/01/2013	none
9.6	2578	New Stable/Acute Report (work with 2672)	HUNTM	05/01/2013	none
9.6	2741	Staff Uniform Database in OMS	SCHIMSCH	03/21/2016	none

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9.2	2720	Fix/Add new Merge Codes for DOCSUM	CUMMINSL	02/17/2016	none
8.4	2531	Request for Analysis for Fee System Replacement	HUNTM	12/01/2011	none
8.2	2738	Program Compliance Report modification	SCHIMSCH	03/04/2016	none
7.8	2721	Work Performance Module Enhancements	SCHIMSCH	02/22/2016	none
7.7	2694	Inmate Health Plan = HSS112i	RIESKAMP	07/22/2015	none
7.4	2682	Edit to Prevent Doc Type Change on PMT Entry	HUNTM	04/29/2015	none
7	2558	Request to Print 2 Fee Receipts on One Page	HUNTM	11/02/2012	KENNEDYH
7	2691	Medical Records Document Archive System	RIESKAMP	07/22/2015	WESTFAHP
7	2587	Upgrade OMS to latest releases of ICEFaces and JSF	MITCHELT	09/05/2013	DAMOND HARRISRM
6.8	2517	Program Change to Allow Zero Fee Amt	HUNTM	04/26/2011	KENNEDYH
6.7	2422	Pharmacy data transfer to Inmate Health Plan	RIESKAMP	12/18/2008	none
6.4	2747	Change for Fee Receipts and Billing Statements	HUNTM	04/28/2016	none
6.3	2778	Deposit program enhancement for Access deposits	MACGREGK	03/03/2017	ESGUERRF
6	2588	Expand DOCSUM for Linn County	CUMMINSL	10/24/2013	none
6	2610	Inmate Visiting Points Deductions	SCHIMSCH	02/27/2014	none
5.9	2692	CIPS Auto Call Out Interface	RIESKAMP	07/22/2015	none
5.8	2681	Change Cond Position to Seq# Field to Code	HUNTM	04/29/2015	none
5.7	2693	Inmate Health Plan - HSS114i	RIESKAMP	07/22/2015	none
5.6	2786	Offender Information Screen - add option for photo	SCHIMSCH	04/27/2017	none
5.25	2567	Facility Visitor Pass - Photocard	SCHIMSCH	01/15/2013	none
5	2746	Change Offenses & Sentences Print Option	HUNTM	04/27/2016	none
4.8	2626	Port OPRGen to Java	WESTFAHP	06/26/2014	none
4.6	2748	Add UserID to Offender Summary Audit Report	HUNTM	04/28/2016	none
4.3	2606	Launch DOCSUM Report from OMS Case Management.	CUMMINSL	02/24/2014	none
3	2754	Need New Departure Tracking Report	HUNTM	05/06/2016	none
3	2731	SEQUEL Report for OPM Movement	RUIZB	03/03/2016	none
3	2732	SEQUEL Reports for TASC Tracking and List building	RUIZB	03/03/2016	none
3	2733	SEQUEL to Create TASC Review List	RUIZB	03/03/2016	none
3	2734	SEQUEL TASC Historical Data Report	RUIZB	03/03/2016	none
3	2742	add ability to sort by inmate on W/W Visitors Log	SCHIMSCH	04/18/2016	none
3	2761	Searchable Report for Canteen Purchases	SCHIMSCH	08/10/2016	none
3	2782	Count Time Reports - add routing options	SCHIMSCH	03/28/2017	none
3	2737	SEQUEL Report for STIRR Data	HUMPHREJ	03/03/2016	none

**For Budget Preparation Exercises Only****17-19 County by County Allocation Estimate  
Information System Specialist 7/Step 4**

<b>County</b>	<b>17-19 Allocation %</b>	<b>17-19 Allocation Estimate</b>
Multnomah	19.79%	\$53,215
Marion	9.42%	\$25,334
Washington	9.40%	\$25,273
Lane	9.30%	\$25,001
Clackamas	6.05%	\$16,264
Jackson	5.62%	\$15,113
Deschutes	4.37%	\$11,749
Linn	4.15%	\$11,147
Douglas	4.12%	\$11,064
Klamath	3.08%	\$8,271
Josephine	2.99%	\$8,041
Yamhill	2.37%	\$6,374
Umatilla	2.30%	\$6,193
Coos	1.98%	\$5,325
Polk	1.50%	\$4,041
Lincoln	1.46%	\$3,922
Columbia	1.39%	\$3,739
Benton	1.29%	\$3,470
Clatsop	1.22%	\$3,270
Wasco	1.15%	\$3,079
Jefferson	0.87%	\$2,349
Union	0.78%	\$2,089
Tillamook	0.75%	\$2,028
Crook	0.75%	\$2,019
Malheur	0.73%	\$1,958
Baker	0.56%	\$1,509
Curry	0.54%	\$1,462
Lake	0.43%	\$1,148
Hood	0.39%	\$1,057
Morrow	0.35%	\$929
Harney	0.32%	\$857
Grant	0.19%	\$519
Wallowa	0.19%	\$508
Gilliam	0.09%	\$239
Sherman	0.08%	\$214
Wheeler	0.03%	\$69
<b>Total</b>	<b>100.00%</b>	<b>\$268,841</b>



# Oregon

Kate Brown, Governor

**Oregon Department of Corrections**

Community Corrections Division

2575 Center Street NE

Salem, OR 97301-4667

Voice: 503-945-8876

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## **Current Challenges with Out-of-State Compacts:**

- 19 of 36 Counties were not compliant in the 2016 audit standards for out-of-state offenders. (Violation Response and Case Closure Reply)
- 20% of all warrants issued for out-of-state offenders are not issued correctly under Interstate Compact rules.
- New violation rule that went into effect June 1, 2017 will substantially increase the PO workload for out-of-state offenders. All out-of-state offender progress reports are now required to be reviewed regularly, along with responding to CAR's associated with those reports.

## **Proposed Solution: Oregon Interstate Compact office assumes responsibility for supervision of out-of-state compact offenders.**

### **OICO will conduct the following:**

- Assume responsibility for out-of-state compact offenders once the Transfer Request has been approved and Notice of Arrival has been submitted. Counties are responsible for submitting the Reporting Instruction Requests, Transfer Requests, and Notice of Departures.
- Review and respond to all incoming activities from receiving states, including:
  - CAR's - Compact Action Requests
  - Progress Reports
  - Violation Reports
  - Case Closure Notices
  - Return RI's
- Assume responsibility for requesting warrants from the appropriate county or Parole Board in response to all violation reports requiring retaking.
- Transfer out-of-state offenders back to the appropriate county in the DOC 400 upon approved case closure in ICOTS.
- Provide all necessary documentation and assistance to the appropriate county so the county can present violations to their Courts.

D	E	F	G	H	I	J	K
	DEPARTMENT OF CORRECTIONS CMHP CONTACTS					Updated 05/16/16	
<b>Phone</b>	<b>Email</b>	<b>Street</b>	<b>City</b>	<b>State</b>	<b>Zip</b>	<b>County Director</b>	<b>Phone</b>
541-523-3646	<a href="mailto:sselander@ndninc.org">sselander@ndninc.org</a>	P. O. Box 1005	Baker City	OR	97814	Same	541.523.3646
						<a href="mailto:sselander@ndninc.org">sselander@ndninc.org</a>	
541-766- 6620	<a href="mailto:Jeanne.nelson@co.benton.or.us">Jeanne.nelson@co.benton.or.us</a>	P. O. Box 579	Corvallis	OR	97339	Mitch Anderson/Sherry Su	541.766.6805
						<a href="mailto:Mitchell.c.anderson@co.benton.or.us">Mitchell.c.anderson@co.benton.or.us</a>	
503-557-5833	<a href="mailto:marthas@co.clackamas.or.us">marthas@co.clackamas.or.us</a>	11211 SE 82nd Ave., Ste. O	Happy Valley	OR	97086	Jill Archer	503.742.5336
						<a href="mailto:jarcher@co.clackamas.or.us">jarcher@co.clackamas.or.us</a>	
503-325-5722	<a href="mailto:micheleh@catsopbh.org">micheleh@catsopbh.org</a>	2011 Exchange St., Ste 302	Astoria	OR	97103	Sumuer Watkins	503.325.0241 x225
						<a href="mailto:sumuerw@catsopbh.org">sumuerw@catsopbh.org</a>	
503-397-5211	<a href="mailto:lindap@ccmh1.com">lindap@ccmh1.com</a>	PO Box 1234	Saint Helens	OR	97051	Roland Migchielsen	503.397.5211 x201
						<a href="mailto:rolandm@ccmh1.com">rolandm@ccmh1.com</a>	
756-2020 x564	<a href="mailto:neville.cordell@mh.co.coos.or.us">neville.cordell@mh.co.coos.or.us</a>	1975 McPherson Street	North Bend	OR	97459	David Geels	541.751.2540
						<a href="mailto:David.geels@mh.co.coos.or.us">David.geels@mh.co.coos.or.us</a>	
541-447-7441 x6103	<a href="mailto:swillard@lcsnw.org">swillard@lcsnw.org</a>	365 N Court Street	Prineville	OR	97754	Same	541.447.7441
						<a href="mailto:swillard@lcsnw.org">swillard@lcsnw.org</a>	
541-247-4082 x611	<a href="mailto:portere@currych.org">portere@currych.org</a>	94235 Moore St., Ste. 121	Gold Beach	OR	97444	Same	541.247.4082 x611
						<a href="mailto:portere@currych.org">portere@currych.org</a>	
541-330-4633	<a href="mailto:john.morris@deschutes.org">john.morris@deschutes.org</a>	2577 NE Courtney Drive	Bend	OR	97701	Jane Smilie	541.322.7502
						<a href="mailto:janas@co.deschutes.or.us">janas@co.deschutes.or.us</a>	
541.440.3532	<a href="mailto:aplumb@chaoregon.org">aplumb@chaoregon.org</a>	2700 Stewart Parkway/Annex B	Roseburg	OR	97471	Janet Holland	642.229.0547
						<a href="mailto:jholland@chaoregon.org">jholland@chaoregon.org</a>	
e 541-676-9161	<a href="mailto:stephanie.hisler@gobhi.net">stephanie.hisler@gobhi.net</a>	P.O. Box 469	Heppner	OR	97836	Kimberly Lindsay	541.676.9161
541-575-1466	<a href="mailto:thad.labhart@gobhi.net">thad.labhart@gobhi.net</a>	528 East Main, Suite W	John Day	OR	97845	Kimberly Lindsay	541.676.9161
						<a href="mailto:Kimberly.Lindsay@gobhi.net">Kimberly.Lindsay@gobhi.net</a>	
541-573-8376	<a href="mailto:cathy_stauffer@class.oregonvos.net">cathy_stauffer@class.oregonvos.net</a>	348 W Adams	Burns	OR	97720	Chris Siegner	541.573.8376
						<a href="mailto:chris.siegner@gobhi.net">chris.siegner@gobhi.net</a>	

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						<a href="mailto:sselander@ndninc.org">sselander@ndninc.org</a>	
541-766- 6620	<a href="mailto:Jeanne.nelson@co.benton.or.us">Jeanne.nelson@co.benton.or.us</a>	P. O. Box 579	Corvallis	OR	97339	Mitch Anderson/Sherry Su	541.766.6805
						<a href="mailto:Mitchell.c.anderson@co.benton.or.us">Mitchell.c.anderson@co.benton.or.us</a>	
503-557-5833	<a href="mailto:marthas@co.clackamas.or.us">marthas@co.clackamas.or.us</a>	11211 SE 82nd Ave., Ste. O	Happy Valley	OR	97086	Jill Archer	503.742.5336
						<a href="mailto:jarcher@co.clackamas.or.us">jarcher@co.clackamas.or.us</a>	
503-325-5722	<a href="mailto:micheleh@catsopbh.org">micheleh@catsopbh.org</a>	2011 Exchange St., Ste 302	Astoria	OR	97103	Sumuer Watkins	503.325.0241 x225
						<a href="mailto:sumuerw@catsopbh.org">sumuerw@catsopbh.org</a>	
503-397-5211	<a href="mailto:lindap@ccmh1.com">lindap@ccmh1.com</a>	PO Box 1234	Saint Helens	OR	97051	Roland Migchielsen	503.397.5211 x201
						<a href="mailto:rolandm@ccmh1.com">rolandm@ccmh1.com</a>	
756-2020 x564	<a href="mailto:neville.cordell@mh.co.coos.or.us">neville.cordell@mh.co.coos.or.us</a>	1975 McPherson Street	North Bend	OR	97459	David Geels	541.751.2540
						<a href="mailto:David.geels@mh.co.coos.or.us">David.geels@mh.co.coos.or.us</a>	
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541-330-4633	<a href="mailto:john.morris@deschutes.org">john.morris@deschutes.org</a>	2577 NE Courtney Drive	Bend	OR	97701	Jane Smilie	541.322.7502
						<a href="mailto:janes@co.deschutes.or.us">janes@co.deschutes.or.us</a>	
541.440.3532	<a href="mailto:aplumb@chaoregon.org">aplumb@chaoregon.org</a>	2700 Stewart Parkway/Annex B	Roseburg	OR	97471	Janet Holland	642.229.0547
						<a href="mailto:jholland@chaoregon.org">jholland@chaoregon.org</a>	
541-676-9161	<a href="mailto:stephanie.hisler@gobhi.net">stephanie.hisler@gobhi.net</a>	P.O. Box 469	Heppner	OR	97836	Kimberly Lindsay	541.676.9161
541-575-1466	<a href="mailto:thad.labhart@gobhi.net">thad.labhart@gobhi.net</a>	528 East Main, Suite W	John Day	OR	97845	Kimberly Lindsay	541.676.9161
						<a href="mailto:Kimberly.Lindsay@gobhi.net">Kimberly.Lindsay@gobhi.net</a>	
541-573-8376	<a href="mailto:cathy_stauffer@class.oregonvos.net">cathy_stauffer@class.oregonvos.net</a>	348 W Adams	Burns	OR	97720	Chris Siegner	541.573.8376
						<a href="mailto:chris.siegner@gobhi.net">chris.siegner@gobhi.net</a>	

Department of Correction (DOC)  
Association of Oregon Community Mental Health Programs (AOCMHP)  
and  
Oregon Association of Community Corrections Directors (OACCD)

Protocol for the Transition of People with Mental Illness from Prison to Community  
2015

1. DOC will carry out a pre-qualification process for entitlements: At six months prior to transition/discharge, DOC Behavioral Health Services (BHS) will complete a Release Planning Referral Form (RPRF) for inmates designated with a MH2/MH3 or DD2/DD3 code(s) to determine:
  - (1) if the inmate meets criteria for pre-release social security benefits;
  - (2) if the inmate is Seriously Mentally Ill and will require assistance with an appointment in the community, and/or;
  - (3) if the inmate will require specialized transition/discharge planning. The RPRF will be forwarded to the Release Counselor or Comprehensive Counselor, Community Corrections in the County of Release and the DOC Reentry Benefits Coordinator, if applicable.
2. If the inmate is determined to be eligible for pre-release Social Security benefits, the DOC Reentry Benefits Coordinator (currently Shawn Cost-Streety) will schedule an appointment to meet with the inmate 30 – 120 days prior to the inmate's physical release date to complete an application packet. A copy of the mental health documentation will be provided to the DOC Reentry Benefits Coordinator to forward to the Social Security Administration. If the pre-release Social Security benefits process has been initiated prior to release but remains unfinished, or has not been initiated by the time of release, the DOC Reentry Benefits Coordinator will notify Community Corrections.
3. The DOC Reentry Benefits Coordinator will meet with inmates age 64 and younger (unless they have an Interstate Compact or Detainer) one week prior to release to complete an application for the Medicaid authorized by the Affordable Care Act. The DOC Reentry Benefits Coordinator will submit the application to the Oregon Health Authority (OHA), which is the agency responsible to determine eligibility.
4. Continuity of medications: Inmates will be discharged from DOC's custody with a 30 day supply of medications if they are releasing directly to post-prison supervision. Inmates will be transitioned from DOC with a 60 day supply of medication if they are releasing to Short-term Transitional Leave (STTL) or to AIP Non-Prison leave before June 30, 2015. Beginning July 1, 2015 all inmates will release with a 30 day supply of medications. The BHS Transition and Release Specialist (currently Wendy Sanders) will make the necessary arrangements (when indicated, e.g., an inmate has a history of overdosing, is prescribed an injectable medication, etc.) for an inmate's medications to be mailed to a community mental health clinic or a Community Corrections office.

The CMHP will provide prescriber services thereafter if the client has applied for Medicaid coverage through the OHA or is eligible for services as priority (1) under ORS 430.644<sup>1</sup> or if the CMHP has designated a grant or general funds to serve that person.

5. Interactive planning between DOC and the (CMHP) in the county of release: The Community Corrections agency and the CMHP will identify and continue to update a contact list that will be used by DOC BHS for transition/discharge planning for inmates who are SMI (seriously mentally ill). At three months prior to release, BHS will contact the designated community mental health provider to schedule an appointment and to discuss transition/discharge planning and treatment needs if there is a signed Release of Information (ROI) on file. Six months of mental health documentation will only be forwarded if an appointment has been scheduled. BHS will e-mail a confirmation to the Release Counselor or Comprehensive Counselor that includes the date and time of the appointment or the reason why an appointment was not scheduled.

However, all inmates with a MH2/MH3 code who are not SMI shall receive, at a minimum, a scheduled appointment for a mental health assessment or behavioral health screening upon release.

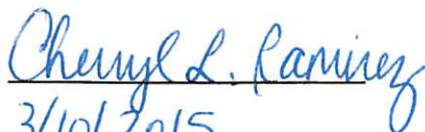
<sup>1</sup> 430.644 Priorities for services provided by community mental health programs. Within the limits of available funds, community mental health programs shall provide those services as defined in ORS 430.630 (3) (a) to (h) to persons in the following order of priority:

- (1) Those persons who, in accordance with the assessment of professionals in the field of mental health, are at immediate risk of hospitalization for the treatment of mental or emotional disturbances or are in need of continuing services to avoid hospitalization or pose a hazard to the health and safety of themselves, including the potential for suicide, or others and those persons under 18 years of age who, in accordance with the assessment of professionals in the field of mental health, are at immediate risk of removal from their homes for treatment of mental or emotional disturbances or exhibit behavior indicating high risk of developing disturbances of a severe or persistent nature;
- (2) Those persons who, because of the nature of their mental illness, their geographic location or their family income, are least capable of obtaining assistance from the private sector; and
- (3) Those persons who, in accordance with the assessment of professionals in the field of mental health, are experiencing mental or emotional disturbances but will not require hospitalization in the foreseeable future. [Formerly 430.675]

6. If the inmate requires specialized transition/discharge planning, the contact person will be the BHS Transition and Release Specialist who will provide regular updates, if there are signed ROIs on file, of any changes in treatment or diagnoses to the designated CMHP contact person for all institutions.
7. The RPRF and the appointment date and time will be included in the release investigation packet by the Release Counselor or the Comprehensive Counselor and forwarded to Community Corrections as soon as this information is available.
8. Prior to the date of transition/discharge, the Release Counselor or Comprehensive Counselor will contact Community Corrections with any changes in release date, the release county, or the appointment date with the CMHP. The Community Corrections agency will inform the designated CMHP contact person of these changes.
9. AOCMHP Executive Director (currently Cheryl Ramirez, 503-569-4716), DOC Transition and Reentry Administrator (currently Cindy Booth, 503-947-1040) or backup DOC Release Services Manager (currently Hank Harris, 503-945-9459), and DOC BHS Clinical Director (currently Claudia Fischer- Rodriguez, 503-378-6376) or backup BHS Administrator (currently Jana Russell, 503-378-5524) are available to provide problem solving for individual cases.
10. It is our intent to sign an updated MOU every biennium after the legislature passes their budget and to meet annually to problem-solve and share best practices.

The current CMHP contact list and the definition of SMI are attached.

Signed

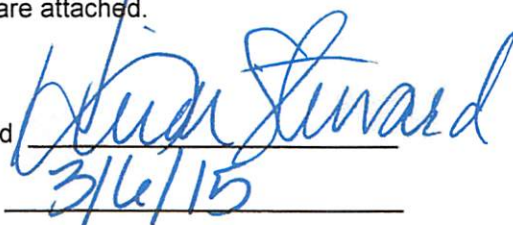


Dated

3/10/2015

Cheryl Ramirez, Executive Director  
AOCMHP

Signed



Dated

3/6/15

Heidi Steward, Assistant Director OMR Division  
Oregon Department of Corrections

Signed

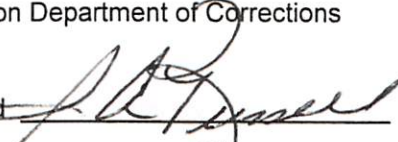


Dated

03.12.15

Chris Hoy, President  
OACCD

Signed



Dated

3-12-15

Jana Russell, BHS Administrator  
Oregon Department of Corrections

**DD Codes:** A system of classification to determine the allocation of DD resources provided to inmates. DD codes also provide information to other corrections staff about an inmate's need for services.

- DD2** Assigned to an inmate who has been assessed to have significant needs (IQ 70-79 and impaired adaptive functioning directly related to the intellectual disability and not as a result of any mental/emotional disorder, substance abuse, personality disorder, learning disability, sensory impairment or ADHD) and will be restricted to institutions where there are QMHA or QMHP on site.
- DD3** Assigned to an inmate who has been assessed to have the most severe needs (below 70 and significantly impaired adaptive functioning directly related to the intellectual disability and not as a result of any mental/emotional disorder, substance abuse, personality disorder, learning disability, sensory impairment or ADHD) and will be restricted to institutions where there are QMHA or QMHP on site.

**MH Codes:** A system of classification to determine the allocation of mental health resources provided to inmates. MH Codes also provide information to other corrections staff about an inmate's need for services.

- MH2** Assigned to an inmate who has been assessed by a mental health treatment provider and, based on diagnosis and severe treatment needs meets criteria for mental health services. The inmate will be restricted to institutions where mental health services are available.
- MH 3** Assigned to an inmate who has been assessed by a mental health treatment provider and, based on diagnosis and highest treatment needs meets criteria for mental health services. The inmate will be restricted to institutions where mental health services are available.

**SMI: Seriously Mentally Ill**

Inmates determined to have a current diagnosis with documented active/inactive symptoms\* or a recent history of any of the following current DSM diagnoses:

- Intellectual disability that meets criteria for a DD3 CODE
- Schizophrenia
- Schizophreniform Disorder
- Unspecified/Other Psychotic Disorders
- Major Depressive Disorders (recurrent/single episode) (Not Unspecified/Other Depressive Disorders)
- Delusional Disorder
- Schizoaffective Disorder
- Bipolar I and II and Unspecified/Other Bipolar Disorders, and
- Inmates:

\*Who have engaged in a recent (1 year) serious suicide attempt (intent/lethality) as determined by SARC.

\*Diagnosed with a Major Neurocognitive Disorder (general term used to describe decreased mental function due to a medical disease, other than a psychiatric illness) such as Alzheimer's disease that results in significant functional impairment involving acts of self-harm or other behavior that has a serious adverse effect on life or on mental or physical health.

\*Diagnosed with a personality disorder that is manifested by frequent episodes of psychosis or depression, and results in significant functional impairment involving acts of self-harm or other behavior that has a serious adverse effect on life or on mental or physical health

**2017-2019**  
**Community Corrections Allocation**

County	Allocation %	Grant in Aid	Inmate Welfare Fund/Subsidy	M57 Supplemental Funds	Total
Baker	0.56%	\$1,531,864	\$4,187	\$59,947	\$1,595,998
Benton	1.29%	\$3,528,758	\$9,645	\$138,092	\$3,676,495
Clackamas	6.08%	\$16,631,667	\$45,459	\$650,852	\$17,327,978
Clatsop	1.22%	\$3,337,275	\$9,122	\$130,598	\$3,476,995
Columbia	1.39%	\$3,802,306	\$10,393	\$148,796	\$3,961,495
Coos	1.98%	\$5,416,234	\$14,804	\$211,954	\$5,642,992
Crook	0.75%	\$2,051,604	\$5,608	\$80,286	\$2,137,498
Curry	0.54%	\$1,477,155	\$4,037	\$57,806	\$1,538,998
Deschutes	4.37%	\$11,954,011	\$32,673	\$467,799	\$12,454,483
Douglas	4.11%	\$11,242,788	\$30,730	\$439,966	\$11,713,484
Gilliam	0.09%	\$246,192	\$673	\$0	\$246,865
Grant	0.19%	\$519,740	\$1,421	\$50,000	\$571,161
Harney	0.32%	\$875,351	\$2,393	\$50,000	\$927,744
Hood	0.39%	\$1,066,834	\$2,916	\$50,000	\$1,119,750
Jackson	5.63%	\$15,400,705	\$42,094	\$602,679	\$16,045,478
Jefferson	0.87%	\$2,379,860	\$6,505	\$93,132	\$2,479,497
Josephine	2.99%	\$8,179,060	\$22,356	\$320,073	\$8,521,489
Klamath	3.08%	\$8,425,253	\$23,028	\$329,707	\$8,777,988
Lake	0.43%	\$1,176,253	\$3,215	\$50,000	\$1,229,468
Lane	9.29%	\$25,412,531	\$69,459	\$994,475	\$26,476,465
Lincoln	1.46%	\$3,993,789	\$10,916	\$156,290	\$4,160,995
Linn	4.14%	\$11,324,853	\$30,954	\$443,178	\$11,798,985
Malheur	0.73%	\$1,996,894	\$5,458	\$78,145	\$2,080,497
Marion	9.41%	\$25,740,788	\$70,355	\$1,007,320	\$26,818,463
Morrow	0.35%	\$957,415	\$2,617	\$50,000	\$1,010,032
Multnomah	19.79%	\$54,134,983	\$147,964	\$2,118,478	\$56,401,425
Polk	1.50%	\$4,103,207	\$11,215	\$160,572	\$4,274,994
Sherman	0.08%	\$218,838	\$598	\$50,000	\$269,436
Tillamook	0.75%	\$2,051,604	\$5,608	\$80,286	\$2,137,498
Umatilla	2.30%	\$6,291,585	\$17,197	\$246,211	\$6,554,993
Union	0.78%	\$2,133,668	\$5,832	\$83,497	\$2,222,997
Wallowa	0.19%	\$519,740	\$1,421	\$50,000	\$571,161
Wasco	1.15%	\$3,145,792	\$8,598	\$123,105	\$3,277,495
Washington	9.40%	\$25,713,433	\$70,282	\$1,006,250	\$26,789,965
Wheeler	0.03%	\$82,064	\$224	\$0	\$82,288
Yamhill	2.37%	\$6,483,068	\$17,720	\$253,704	\$6,754,492
<b>Total</b>	<b>100.00%</b>	<b>\$273,547,162</b>	<b>\$747,677</b>	<b>\$10,833,198</b>	<b>\$285,128,037</b>

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# STATEWIDE COMMUNITY CASE MANAGEMENT TIME STUDY

July 2017 Update

OACCD  
July 12-13  
2017

# WHAT IS THE STATEWIDE TIME STUDY?

- Component of 2018 Actual Cost Study ORS 423.486(1)

**TIME STUDY + Financial study = Actual cost study**

- ✓ Conducted every 6 years
- ✓ Outcome: Per offender cost of supervision statewide
- ✓ Used in calculating CC funding... \$1,000,000,000!!!
- Determines time required to manage various supervision levels and case management activities
- Last Oregon Time Study was conducted in 2006
- OUR opportunity!

# TIME STUDY WORKGROUP

**Denise Sitler - DOC Admin**

**Greg Lay - Linn**

**Joe Garcia - DOC Douglas**

**Marne Pringle - Clackamas**

**Keith Yori - DOC Douglas**

**Larry Bennett - DOC Admin**

**Jay Bergmann - Marion**

**Ahnie Seaholm - Tillamook**

**Joe Simich - Washington**

**Jeff Duncan - DOC Research**

**Shaun Anderson - Hood River**

**Michael Crim - Coos**

**Neena Kik - Umatilla**

**Ted Smietana - Yamhill**

**Robin Corrigan - DOC Admin**

**Jessica Beach - Yamhill**

**Tamara Dickerson - DOC  
Research**

**Kiki Parker - Klamath**

**Tanner Wark - Deschutes**

# TIME STUDY DATES

September 5, 2017 - November 3, 2017

# TIME STUDY CATEGORIES

Category	Cases Studied
Pre-sentence Assessments	100%
Pre-release Case Management	100%
Investigations	100%
New Cases/Intakes	No less than 10%
Hi/Med/Lo (supervision level)	12%

## RECENT KEY DECISIONS

- Multnomah County participation in H/M/L
- ALL staff performing case management duties will participate in the Time Study
- Weekly entry required for H/M/L; strongly encouraged for other categories

# STATEWIDE TRAINING

- **Dates: August 4<sup>th</sup> - 16<sup>th</sup>**
- **Goals: buy-in, mechanics, collection tool, Q&A**
- **Quick Reference Guide**
- **FAQs (updated weekly)**
- **Weekly statewide check-in's by phone**

# WHAT WE NEED FROM YOU

- **Talk with your teams in advance!**
- **Plan for identification of participants**
- **Plan for internal tracking**
- **Help us maintain momentum**

# SURVEY MONKEY DEMONSTRATION