

# FAUG MINUTES – LANE COUNTY

FEBRUARY 15<sup>th</sup> & 16<sup>th</sup>

## MEETING LOCATION:

2699 Roosevelt Blvd, Eugene, OR

### DAY ONE: 1pm-5pm

Introductions/Welcome/Housekeeping

Lane County

Minute Review

Group

Recommendations emailed, no further edits.

Attendance

Charles Adler

Joel Pickerd (Benton); Marne Pringle (Clackamas); Erik Anderson (Clatsop); Heather Senquiz (Clatsop); Mckenzie Davis (Coos); Justin Bendele (Deschutes); Brad Allen (Deschutes); Jeff Hanson (DOC); Michelle Mooney (DOC); Andie Cortes (Douglas); Freddy Vidal (Douglas); Tina Potter (Gilliam-Wheeler); Allen Bergstrom (Klamath); Joe Swepe (Lane); Bonnie Timberlake (Linn); Theresa Plinski (Marion); Dylan Arthur (Parole Board); Randy Henderson (Polk); Jodi Merritt (Polk-OACCD); Kimberly Hulke (Wasco-Sherman); Nathan Bregel (Washington); Pedro Castaneda (Yamhill);

County Updates

Group

Douglas: hired a PPO and supervisor

Marion C: two in background, interviewed for four open positions

Polk: two PPOs currently at the academy

Benton: lost a PPO last year and not replacing

Washington Co: 7% reduction

Klamath: staffing open positions

Lane: five openings, hiring for one right now.

Clatsop: Eric taking over, one new PPO started mid Jan,

Deschutes: building remodel should be done very soon, two PPOs in background

Jeff: initiative with OACCD 18-24 yr olds RE: TBIs and brain development. Gender academy in Jackson Co in May. Trauma Informed Care training offered to PPOs.

Linn: possible position opening

Interstate Compact

Mark Patterson

Douglas County has had recent issues with clients reporting before the Sending State submits the Notice of Departure. Please relay any other incidents to Compact Office.

STTL

Mark Patterson

DOC Hearings Officers shall conduct the revocation hearing for STTL violations who will not be returned. They may conduct the hearing via phone or video conference prior to the return of the client to DOC when feasible or when the client will not be returned. For questions or to coordinate the hearing please reach out to the STTL Office [shorttermtransleave@doc.oregon.gov](mailto:shorttermtransleave@doc.oregon.gov)

STTL Orders outline conditions in the first paragraph “you will adhere to the conditions of your release...” and we sanction based on those conditions. There is an issue with the language referring to employment since that is no longer a condition of supervision. It was suggested to reformat the STTL Order so the conditions can be listed and mirrored in the sanction module. Mark will review form and advise.

An STTL training is in the works.

EDIS

Mark Patterson

Instead of fixing the Board order retrieval process in CIS, it was decided to move the access of PPS orders into OMS for easier retrieval. With this change, other Board documents will also be accessible in OMS. A variety of Parole Board documents will be available, including the following:

- Parole Board PPS orders – including original and all amended orders due to abscond, reactivate, extend, etc.,
- Parole Board warrants
- Parole Board Action Forms (BAFs)
- Certificate of Expiration

There will be no change to the current notification/dissemination process regarding any of these documents.

Documents in OMS will only go back as far as 2015 and will include all new documents generated from go-live date forward.

Retention period is currently 25 years. This is governed by Rule and may change in the future.

Parole Board

Dylan Arthur

The Parole Board has concluded the roadshow after 14 presentations (28 counties were represented).

Make sure to request a suspend and detain or complete a notice of rights within 15 days. Jails will be releasing clients if this does not happen. If clients are arrested on the warrant, a suspend and detain will be automatic.

The Parole Board will be hiring a limited-duration position to help support the commutation project.

There was a Ways and Means presentation last week, it went well but now on hold until the March revenue report is released.

Requesting revocation of commutation-will be released as sanctioned unless governor decides otherwise.  
Sending recommendations to governor's office.

PPOs cannot give directives to restrict contact with individuals, this needs to be an added condition (PPS cases). Conditions can be modified within the first 60 days after a client is released from prison, at time of sanction, or with a Consent to Modify.

Make sure to always send SRFs to the Parole Board to impose sanctions/revocations.

Remember to also move Compact cases to new conditions after a sanction.

OACCD

Jodi Merritt

OACCD is in middle of legislative session. The member participation for FAUG has been lower than previous years. Directors made a big push years ago and even during COVID/video there were lots of counties not engaging. Jodi has asked about merging OCMN and FAUG but this has not received much traction.

Manual Committee was suggested as a way for new members to engage and will be scheduled the morning session before the larger-FAUG meeting. It was also suggested that FAUG members bring trainings and agenda topics to these quarterly meetings. It will be important to provide DPSST credits to each meeting with a training. This could offer be an incentive to participate so PPOs can receive training hours for certification. FAUG asked Jodi bring this back to OACCD to encourage more participation. FAUG members are the

DOC400 trainers for their perspective agencies. Once FAUG Representatives are appointed, Michelle sends a welcome email with attached information and Charles assigns the new member a FAUG mentor.

OMS/Case Management

Jeff Hanson

Mental Health Supervision network was absorbed by Oregon Case Management Network. They are in the process of creating a mental health designator in DOC400. Right now there is way to track clients who are receiving specialized services.

There has been talk of creating a state-wide training calendar. Right now there is not a central clearinghouse for trainings for any network. Looking at a link to google calendar in OMS and on the OACCD website.

The WRNA has been normed and validated. The scoring rubric might be modified but the WRNA itself will not change. There may be some changes/opportunities to improve the tool but not in the immediate future.

Jeff is a Super-User plus some FAUG authorities. To determine whether an assessment can be deleted include: assessment was completed on the wrong client, in process or the wrong assessment was used. The gender entered at intake will designate the assessment, you can switch it (transgender clients). Assessments cannot be deleted if it was created by someone in the institution. If you have a concern about a prior assessment that has already been completed, please talk to Jeff to discuss if it makes sense to keep the record.

Mental health may be used as a reason for no assessment. Note, these are clients that are so decompensated/mentally ill that they cannot participate in an assessment.

Please change open Behavior Case Plans to 'inactive' because if client returns to institution, will want option to re-open it. If there is an active BCP where there has been data entry, please don't delete. The case management record may be important information in the future (court hearings).

Drop down boxes in OMS are able to be edited (via Michelle and Jeff).

There are OAR requirements including: completing the assessment in the first 60 days, implementing the BCP and Action Plans. It was recommended that a training be provided with a focus on BCPs.

Due to cyber security audits, OMS will now have a 30 minute window before timing out. There is a countdown on the top of the screen. Remember to save progress.

Sponsors Presentation

Joe Swope

Lane County provided a tour and presentation on Sponsors.

## **DAY TWO: 9am-12pm**

Officer Nominations

Group

Nominations and voting will take place in May.

Email Updates

Andie Cortes

DOC Update

Michelle Mooney

There will be an OMS server upgrade. This is a server change and if your county IT whitelists IP addresses (probably all do), please be sure they connect with DOC IT department to get the new IP addresses that they'll need to whitelist. If after this upgrade occurs, you cannot access OMS at all it's likely because your IT needed

to prepare for this new server IP address to allow it through your firewall. If someone in your agency hasn't yet reached out to your IT department to get in front of this change, please do. Your IT can contact one (or all) of these folks for the IP address for whitelisting:

Mark Harris [mark.r.harris@doc.state.or.us](mailto:mark.r.harris@doc.state.or.us)

Thomas Hatley [thomas.g.hatley@doc.state.or.us](mailto:thomas.g.hatley@doc.state.or.us)

Joshua Villwock [joshua.d.villwock@doc.state.or.us](mailto:joshua.d.villwock@doc.state.or.us)

Michelle distributes an SB1510 report on Mondays for all new releases to PPS (Board or LSA) on or after 06/01/22, including those released to PPS from LV or a revocation. This report only captures now cases, not circumstances where the change to new conditions already took place (i.e. after a sanction). The report also shows those cases that have the \* at the end of the docket that needs to be removed. All cases associated with a PPS client need to have consistent either old or new conditions. Probation cases may be different.

Clients who are arrested on an abscond warrant under the old conditions need to be sanctioned on the old conditions until after sanctions have been completed and the Parole Board issues new orders, then change to new conditions. If a client is arrested and released before a sanction is conducted, new orders will not be issued. However, if warrants are withdrawn/quashed, the new conditions will be ordered.

Denise has discovered that many SRFs do have any data in the 'Sanction Given' field. Make sure the data is entered, including SRFs for STTL cases.

The SOSN Network requested that FAUG has authority to delete incomplete or partial Static99 assessments. There will be a service request for this.

There are several Service Requests in queue or pending. Anything being requested to move into OMS is on hold. Judy/Michelle will be prioritizing the list and presenting this to IT.

Statewide standard for addresses (relayed in proceeding email after discussion):

- Address must match where the client physically resides
- If unknown, different than homeless, enter Unknown on the address line, and your office City, State, ZIP.
- If Homeless, enter Homeless on the address line, and enter the City/State/Zip of the area they are homeless.
- If they're in Jail, DOC, or TX, type the name of the facility on the street address line. If they are going to keep their regular residence, keep that city/state/zip. If you know for sure that they are going to lose their residence or they didn't have one, use your own office city/state/zip.
- Do not use Abscond as an address.
- Should be updated timely.
- Addresses can be corrected if a mistake is made, don't enter a whole new address entry.
- Only the supervising county should enter addresses. If they are in your custody for LC only, you do not update the address, that is up to the supervising county.

SOON Update

Judy Bell

Should a removed condition (PPS) be deleted or completed? FAUG decided to have the condition deleted and enter an F8 note. Also asked if the condition could be 'discontinued'? Judy added this to a service request.

FAUG voted to add a new condition: NOMD- no entry into marijuana dispensary.

The SOON group will work on the LC fail to TSI issue more at the next SOON before taking recommendations to FAUG.

All compact investigations need to be entered into DOC as IV status unless the client is in Oregon on approved Reporting Instructions. Make sure to get the ICOTS paperwork to Support Staff as soon as possible.

Michelle will send out the old document of chrono rules with our suggested updates. We will review this at the next FAUG for consensus. Chrono entry reminders: please do not copy/paste into DOC (OMS only), do not enter any Personal Identifiable Information (as defined by CJIS) and no LEDS or HIPPA-protected information

There is a service request for ethnicity (2 or more options).

Manual Revisions

Group

The Manual Committee will review and finalize the Manual so it can be sent to FAUG for approval.

Lane County Office Tour

Joe Swope

Roundtable

Group

There is a space issue affecting the PPO text in SRFs. Michelle/Judy will see if it is included in the Service Request.

It was suggested that the Office Supervision Distribution report was not accurate? Use the report from Denise. Michelle will also look for another report option.

PPOs are not receiving auto-chrono for data entries. The security issues may have affected this; Judy will look into it.

NEXT MEETING:

May 17-18, 2023 Deschutes County (Clatsop as backup)