



# Oregon Association of Community Corrections Directors

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## March 13-14, 2024 - Meeting Minutes

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**Location: Holiday Inn Express, 204 W. Marine Dr. Astoria, OR | Clatsop County**

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Exec Board Present: Nate Gairan, President | Dale Primmer, Vice President | Jodi Merritt, Secretary | Kristen Hanthorn, Treasurer | Aaron Hartman, Past President

Present: Karen LeDoux, Jayson Greer, Kaylynn Berrios, Aaron Boyce, Larry Evenson, Jessica Beach, Lee Warren, Chris Chandler, Denise Sitler, Greetje Brunsmann, Jeff Pickens, Robert Rodriguez, Lodi Presley, Lonnie Nettles, Ryan Downing, Malcolm McDonald, Kiki Parker-Rose, Joe Garcia, Jay Scroggin, Denise Pena, Tanner Wark, Maureen Robb, Tira Hubbard, Steve Works, David Denney, Traci Hubler, James St. Michell, Justin Carley, Michael Crim, Dylan Arthur, Gina Wilson, Jamie Hepner, Travis Miller, Keith Stewart, Mike Hartford, Travis Gamble, Michelle Mooney, Tina Potter, Ahnie Seaholm, Denise Holmes, Jamie Tynan, Donovan Dumire, Brian Rucker, Beck Monahan, Kyle Hacker, John McVoy, Marci Nelson, Zaira Robles, Jeremiah Stromberg, Tim Ellsworth,

**Date:** March 13, 2024 | Day 1

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### Welcome:

Vice President Dale Primmer called the meeting to order at 1:04pm. Everyone in attendance introduced themselves.

### Approval of Minutes:

Dale entertains a motion to approve the January 2024 OACCD minutes.

Action: To approve the January 2024 minutes.

Motion: Jake Greer

Second: Aaron Boyce

Discussion: None.

Vote: Motion passes unanimously.

### 1145 Update & Discussion:

Nate notified the attendees that the larger 1145 group was on hold as short session was in process. He thanked everyone for all their efforts providing information to legislators. Community Corrections got a big win, the 16 million was approved. Through the process Nate learned there were concerns with earned discharge in terms of getting approximately 15 million that are not used on earned discharge because Probation and Parole does not supervise them. Another is the population forecast is always elevated in comparison to the actual numbers. It is showing that Community Corrections is adequately funded under the current formula based on those two factors.



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Jodi will provide a summary of the potential recommendations that were discussed during the morning's session. The 1145 workgroup focused on taking a look at the recalibration of the PSC and taking a look at the supervision level versus the risk level and taking a look at the "shall" fund the case study.

Senator Steiner was clear that when OACCD makes a recommendation to the 1145 workgroup DOC needs to be in agreement. OACCD will continue to build that relationship with DOC. On the January's OACCD meeting it was recommended to keep it local control in regard to the governance discussion, the recommendation has been given to larger 1145 workgroup.

Larger 1145 workgroup will reconvene meetings in April, they need to give recommendations in September for the governance piece and the formula. Jeremiah covered what the upcoming agendas will entail.

### **Parole Board:**

Dylan announced that John Bailey was appointed as chair. The governor will be announcing the vice-chair soon. Two new members, Kara Brooks and Donald Rees, were appointed to the board. Greta Lowry is training them.

The board will be sending out a request directed to hearing officers, since the pandemic they are seeing more individuals hitting 120 days before the underlying court case (new crime) is being resolved. If these individuals are released, the hearing should be scheduled out of custody.

There are questions regarding EDIS and how it relates to commutation cases. In accordance with DOJ, they are just counting the court ordered PPS time. There should be a chrono in AS400. The PPS cases will be closed the date the supervisor signs the EDIS closure form.

Dylan sent out a survey monkey to plan this year's roadshow. Dylan is looking for counties to host.

The Board is holding its next Q&A in April.

Lastly, Dylan noted that the Notice of Rights are getting better. This is a good reminder to notify your probation officers, 15 days is 15 days. The 15 days start from their custody date or for people coming from out of state, it is when they enter Oregon.

### **DPSST – Curriculum Update:**

Brie notified the room that DPSST is currently at max capacity. They will be going back to 40 students per academy. DPSST is also expanding the classrooms to make them larger.

As of right now BPP80 is scheduled for May and firearms training right after, next class tentative in September. In regard to training, Larry will handle trying to schedule a LSCMI or WRNA training around the time.

Another topic that was covered was the 18–24-year-olds training. Brie said that a lot of agencies are asking for training on how to supervise that population. She can send out the research material that she has, which is mainly what was compiled from Multnomah.



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The curriculum revamp workgroup was supposed to convene in January, but Brie had to push it back due to personal matters. It will be convening soon; the meeting will be virtual.

Nate would like to learn more about the 18-24 population and how it can elevate the conversation to the 1145 workgroup.

### Department of Corrections (DOC):

Judy provided an update on the progress regarding the data practice change DOC is wanting to do for people that fail to turn themselves in for local control incarceration sentence when the court has deferred the start of the sentence, TSI warrants. Under ORS 137.310 it authorizes the arrest if clients do not turn themselves in because the court order exists. She sent out an email to OACCD with the detailed process. Judy is asking for a vote to pass this update. Jodi clarified the process to get a voting item on the agenda and asked that it be delayed so it could be vetted through Exec first. No action taken this meeting.

Denise mentioned Jeremiah will be emailing all the directors the instructions and forms for the cost study on Friday or the following week. There is an added column for jail sanctions. It is important to complete it by April 12<sup>th</sup>.

The 16 million will be a one-page amendment on everyone's agreement and it will have a separate line item. Jeremiah is waiting on the final signature from the governor to begin the process. Legislators will be asking for a break down on how the monies will be spent. It is important to maintain a strong collaborative relationship with the Public Safety Ways and Means Committee, since they control the current funding.

Last week Brooke sent out an email about the new measurable contact, DOC is hoping to get support on that recommendation today. Jodi asked the group if they knew electronic correspondence (emails) were going to be a part of the measurable contacts. If everyone is comfortable on with EV code, Jodi does not see why they cannot vote on it.

Action:	To approve the EV
Motion:	Jodi Merritt
Second:	Nate Gairan
Discussion:	None
Vote:	Motion passes unanimously

Jeremiah informed the group that Brooke sent out the new sanctions grid to everyone to gather feedback. Brooke is asking the workgroup if a new grid is needed for 4002 or if it can be infused with the current grids. In addition, DOC has completed a draft of the MOU that will be an agreement between DOC and OACCD that includes the contact standards being a 2-year pilot and the expectations of what is being monitored. Jeremiah is holding off providing a copy to everyone because of the public hearing. Julie, DOC rules coordinator, Brooke and Jeremiah will be part of the panel.



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There were several passed bills that have a fiscal impact on community correction - HB4002, HB4109, HB4145, HB4156, SB1553, SB1574, HB5204, and SB5701. When fiscals are small, legislators don't give the monies out in advance. If funds are needed before, the e-board or early session agency bill are to be utilized. For future biennium certain funds will be distributed.

### Legislative Update:

Jenny talked about the posture going into Short Session. She said everyone should be proud of the work they put in and the help from local governments. Through a lot of partnerships, they were able to see a successful outcome of the 16-million-dollar request. There is still a lot of work ahead, showcasing to legislators what Community Corrections does. HB5204 was the vehicle that passed the 16 million and OACCD was able to get a seat on the Specialty Courts Task Force. The bills that were potentially problematic did not pass. Jenny is currently working on a summary of all the bills to send out in the next few days. She thanked OACCD for bringing her on board and looking forward to working together.

Jay had a question if the bills regarding specialty court impacted justice reinvestment funds. They do not.

Attendees thanked Jenny for her work and gave her a round of applause.

### Criminal Justice Commission (CJC):

Ryan provided updates on CJC. Justice Reinvestment - there was roughly \$785k left unallocated under the formula grant, the commission will develop a supplement program to restore expenses that would not have been received prior. The cap will be 75k per grant, asking the cap to be raised to 100k. The commission convenes next Tuesday to hear the proposal from staff and hope it is approved. The supplement program will be open for two months.

CJC will look at the JRP baseline and how they triage performance. The baseline is becoming static, so they will be working on ways to improve it. A focus group will be created that OACCD members can be a part of.

There were additional funds placed in the Specialty Court Grant Program and a shift on who will disperse the funds. CJC will work with each court associated with a specialty court to determine the amount of funds allocated starting in April and in June it will be brought to the commission.

Lastly, the behavioral health deflection program has two start dates. CJC will give fifty percent of the grant fund to the early birds, 23 counties that signed a letter that opted in, by completing an application and signing a contract. While that is rolling out, CJC will be working on the more traditional process, early birds will still need to complete the traditional application to receive the remaining fifty percent. For those that work in collaboration with tribal organizations they will discuss if they want to move with our current timeline or separate timeline.



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Jail Medications Opioid Use Disorder Grant Program (Jail MAT) is part of 4002 that is specific to jails local and tribal for medication and treatments. CJC will roll out with a traditional grant program, it includes rule making. The application will open around July.

The Justice Reinvestment Grant Review Committee will have the unallocated supplement funds to review, the Deflection Program will be reviewed by the Impacts Grant Review Committee and a new committee will be established for the Jail MAT.

### Measure 110 Reform Discussion – subgroup/data collection:

Jeremiah dived a little deeper on House Bill 4002. He presented the Oregon Drug Intervention Plan flow chart and covered the process a client will go through under the new bill.

Discussion:

- Adding incentives to the deflection process
- Any consideration on what the population will look like for probation
- CJC's responsibilities are covered in the bill
- OACCD doing outcome tracking
- DOC to develop a standardize closure report
- There will be a standard release agreement
- 30-day program, but only have 15 days left to engage with client, you can still put them in treatment
- Credit for time served is written in the bill
- Community Corrections has the ability to issue warrants
- The local control manual will have clear directions

Dale spoke on creating a network that can become the subject matter experts on this that manages the data and creates recommendations to ensure supervision looks somewhat similar across counties. Looking at best practices and approaches.

Discussion:

- Smaller counties not having the capacity to attend
- Changing it to a 4002 sub-committee/workgroup instead of calling it a network
- It is important to capture the data
- Expecting a better outcome than what we had before
  - Corrections, we motivate and hold people accountable
- It was decided to delegate this to the SLN group for discussion and development.

Nate appreciates Jeremiah keeping OACCD in the loop regarding 4002. The important aspect is that people who are suffering from substance abuse are going to get help and the public will be safer.



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### Strategic Planning – Implementation Plan & Goal Groups:

Nate has opportunities for volunteers to participate as a results leader on strategic planning goals. Jodi mentioned leaders were discussed during the November meeting. She will provide Nate the names. Nate is asking for results leaders to present updates on the goals during the next OACCD meeting.

Meeting adjourned at 4:46pm

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Vice President Dale called the meeting to order at 9:02a.m.

### Executive Director Discussion:

There was talk around how to fund the executive director position, when will the executive director start, could Jenny or the firm take on more responsibility, and the job description by Dale and Nate. Other concerns that were brought up, what steps to take if counties are not able to fund this, does AOC support the position. Kristen provided an overview of the three funding options.

Discussion:

- Grouping the counties by size to determine the executive director salary and dues.
- Current budget issues in some counties and moving it to the next biennium.
- Timing to hiring someone is tight, in preparation for the long legislative session.
- Kiki is in favor of adding more responsibilities to Jenny.



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- Ensuring the right person is in the position. Not rushing the process if there are no current viable candidates.
- There is a lot of work to be done on creating a job description and finalizing what OACCD is looking for in an executive director.
- Majority of the group agrees that there is not enough time in this biennium to hire an executive director.
- Would Jenny be able to provide the same level of service as a subject matter expert?
- Funding impacting counties differently depending on the size and who is able to provide enough funds.
- AOC being an advocate for OACCD.
- Being a hurdle for counties that currently do not have it in their budget to add it to the next biennium. Jay stated it will not be, but his county would want to see results.
- Malcolm shared his idea of using current funds to ask Jenny if she could take on extra work and get a part-time 1099 executive director for this biennium.
- The direct impact it has on the president and conflicting with the obligations of being a director for a county.
- Jodi will put a workgroup together to tackle the job description.
- Jodi also shared that OACCD could start with a part-time employee for the first year. She agrees that there needs something in place.
- Nate reminded the group that they met in October to make this a topic priority.
- The short session was a tip of an iceberg moving along to the long session if they had someone focused on this that has the bandwidth passion and drive our industry can thrive. We need someone that can champion our efforts.
- Talk about spending cash reserves for a 1099 that could cover the wage of an executive director for the long session
- Kristen’s thoughts are OACCD can go with option 3 for this year, it will give some time to put other counties on notice. The position can be full-time by using the cash reserves.

Action: To adopt option 3, a dollar amount of 175k per year and OACCD will assess each county share based on the allocation percentage of the 175k and will go away with the current allocation dues system.

Motion: Kristen Hanthorn

Second: Joe Garcia

Discussion: None

Vote: 35 Yes 0 No 1 Abstain (Kiki Parker-Rose, Jackson County) 0 Absent

Next step is for Jodi to meet with the strategic plan group for this goal to discuss the job description and the onboarding logistics. The plan is for the position to be a 1099. OACCD wants a contract and expectations, not an employee.



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## **Mentorship Policy & Procedure:**

Jodi presented the Guidelines for Mentors of New Directors. Nate mentioned the mentorship is beneficial and spoke on his own experience. It is about being intentional about onboarding. Attendees echoed what Nate said, having that guidance and leadership was incredibly valuable.

The executive team will identify a mentor for the mentee and take into consideration the geographic location and different dynamics.

- Action: To implement the Guidelines for Mentors of New Directors
- Motion: Donnavon Dumire
- Second: Maureen Robb
- Discussion: None.
- Vote: Motion passes unanimously.

## **Recognition:**

Dale recognized Greta Lowry the former chair of the Parole Board for being a valuable resource to Community Corrections. She was handed a plaque on behalf of OACCD.

## **Ironworkers Presentation:**

Dale introduced Anna and Lorne. They presented on the Ironworkers pre-apprenticeship program for Women in Custody. Minna Long, a journey man for Ironworkers 29 and the Strategics Programs Manager for Washington State Building and Construction Trades Counsel shared her success story.

## **SLN Subgroup Meeting Location Discussion / Liaison:**

There was discussion on having two SLN meetings adjoin with OACCD. The association wants to keep space and location in mind. There was agreement to try it for May in Bend and the River House and in September or November. After, the association will decide every year which meetings subgroups can attend.

Jodi identified that Larry Evenson is currently the liaison for this committee, in addition to the case management/MH/Gender network and has his new Director position at Colombia County. He is a bit stretched and is looking for another Director to step into liaison for the SLN. Jaime Hepner volunteered and will be stepping into the liaison role for SLN.

## **OACCD Subgroup & Network Report Out:**

### **SOSN:**

Greetje Brunnsman introduced herself and notified the association that her and Steve Works have been in transition the last few months.





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Steve discussed putting together a three-day sex offender specialist training. The training will be in person and cost around 3k per day. This will be referred to Exec for discussion.

Jon Hansen provided additional information, there is no standardized approach in the approach to use of the static. One of the opportunities that OACCD has is that it will be helpful if there are overarching supervision documents.

### Case Management/ MH Network / Gender:

OCMN met in Lane County in January they have their LCSMI IRR scheduled for May 1<sup>st</sup> to be sent out to counties. The WRNA IRR was pushed back to the fall, they are looking for pathways and looking at the IRR to improve it. The Gender Cohort is working on a Spring 2025 Gender Academy, they are looking at possible locations. The Mental Health Supervision Network will be bringing items to the Executive Committee like the definition of what the mental health case should look like and tier supervision based on resources in the county.

John McVey provided information on the training subgroup goal to launch a Mental Health 101 Training in September.

### FVSN:

FVSN is working on the OACCD ask to come up with a best practice recommendations that provide general steps for approving contact with survivors.

### Supportive Housing Workgroup:

No updates.

### Skills, Wellness and Training:

Skills, Wellness and Training met in February. They had a really good training that focused on fitness, wellness and mobility. They were fortunate to have JD from DPSST to assist with the training. They also had the opportunity to have a K9 therapy program presentation. A big thank you to Josephine, Hood River and Polk County. Daniel Dickerson is now the chair, Shawn Anderson is acting co-chair, Kim Bowmen will be the secretary and Jim Rydzewski will be the membership coordinator of the group. The Group was looking for OACCD to cover the \$99 fee for the Google shared drive but Lane County will cover the fee since there is currently an ask from SOSN. Really good work coming out of this group. June's meeting will cover defensive tactics.

### FAUG:

Jamie covered the following topics:

**Updating the Last Completed HV field:** Current programming will update this field anytime a home visit is completed with anyone (parent, roommate, collateral). Recommendation to change programming so that this field is only updated when a home visit is completed with O. The last Attempted home visit will update anytime a home visit is completed with anyone else or an attempt is made.



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**New Chrono Person Code:** SOON requested that a new person code is created to properly document contacts with defense attorneys or other attorneys as they speak to those the most. Currently there is only a person code for District Attorney. FAUG agreed and is proposing the new person code of ATT: Attorney. Seeking approval from OACCD.

**FAUG Participation/Attendance:** Important that counties support the FAUG group as this group helps make recommendations/decisions on programming and processes that have an impact statewide, many conversations explaining clean up reports or other changes happen at these meetings and then the reps are expected to share that with their respective offices.

- 2019-2022 There were 11 recorded meetings (3 in person, 1 that had both virtual/in person options, and 7 virtual)
- 2022-2024 biennium there have been 7 meetings (4 in person, 3 held with both options, and the next one will have both)
- Out of the last 18 meetings this is the recorded attendance since 2019 (11 total that had a virtual option)

### Supervisory Network:

none.

### Pretrial Justice Network:

Jessica announced the disband of the network. Members voted and agreed to disband previously. The agreement was for the association to continue to participate as a partner. It can officially be removed from the OACCD agenda. Their next meeting will be in May, if you anyone wants to attend.

### A&D Taskforce:

Nate's term ended in February. He has made a recommendation for someone to take his place, but no one has been appointed. Currently there is no one from Community Corrections currently a part of the commission. Stay tune for additional information

### PCAN/CCAN:

They meet in person once a year. Marci said they are excited to meet the new member from Jackson County.

### Oregon DOJ BIP Advisory Committee:

Marci indicated that BIP is looking at the standards and coming up with new language. It is not a heavy lift, they meet online every month or so to update those standards.

Aaron announced that he will be resigning from the Governor's DV BIP Advisory Council. Let the executive committee know if anyone wants to be part of it.



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### SOON/FSN:

Judy said SOON met on February 8<sup>th</sup>, their next meeting is April 11<sup>th</sup>. The next four meetings will be in person. FSN met on January 25<sup>th</sup>, they are working on manual.

### DATA Group:

Tanner mentioned the group is working on KPIs this month. They will be adding items to the executive committee.

Nate will be sending out to the association the training Karen LeDoux created on how to enter information into the treatment module.

Nate thanked Dale of facilitating the meeting.

Joe brought to OACCD's attention Measure 4001 and the addition of a Community Corrections Director to the Specialty Court Advisory Committee. This will be a quick turn around and the Exec team will need to determine who should be appointed.

Dale closed the meeting at 11:35am