

Nebraska Board of Parole
Business Meeting Minutes
Nebraska Department of Correctional Services Central Office
Folsom & West Prospector Place, Bldg. 1
Lincoln, NE 68509

TUESDAY
MAY 8, 2018
2:30 pm

The business meeting convened at 2:30 p.m. on Tuesday, May 8, 2018 with following persons present: Rosalyn Cotton, Chair; Teresa Bittinger, Member; Virgil Patlan, Member; Rex Richard, Member; Nicole Miller, Legal Counsel; Julie Micek, Director of Supervision and Services; and Sonya Fauver, Administrative Assistant – Pardons Board. Vice Chair Layne Gissler, absent.

I. The business meeting was called to order at 2:30 p.m. by Chair Rosalyn Cotton.

II. Roll Call:

Chair Rosalyn Cotton	Present
Vice Chair Layne Gissler	Absent
Member Teresa Bittinger	Present
Member Virgil Patlan	Present
Member Rex Richard	Present

a. Chair Cotton announced the notice of this public meeting was placed on the Board of Parole website on April 30, 2018; and notice of publication was placed in the Lincoln Journal Star on April 30, 2018.

b. Chair Cotton announced the Open Meeting Act information is available in the room.

III. A motion was made by Board Member Teresa Bittinger and seconded by Board Member Rex Richard to approve the agenda. Motion Carried - Vote: 4-0

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Absent
Member Teresa Bittinger	Yes
Member Virgil Patlan	Yes
Member Rex Richard	Yes

IV. A motion was made by Board Member Teresa Bittinger and seconded by Rex Richard to approve the business meeting minutes from April 24, 2018. Motion Carried - Vote: 4-0

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Absent

Member Teresa Bittinger	Yes
Member Virgil Patlan	Yes
Member Rex Richard	Yes

V. The floor was opened for public comments on items listed on the agenda. No public comments were posed.

VI. Parole Administration Update:

a. Optimization Study – Staff Move: Ms. Julie Micek reported that she has concerns with the optimization study forcing the Parole Board and APA to cut positions or downsize positions to half-time.

She is concerned with the development of positions and is discovering that many staff duties are being atomized, causing current staff to not have enough work to cover a full-time status position. Many staff will need to have their duties reevaluated and may have their duties integrated into other support staff duties / functions so they can be maintained at a full-time employee status. She believes it is highly important to work with current staff and develop and/or change positions right away in order to try to stay away from the State forcing them to make staff cuts and downsize the agency staff. Her goal is to secure all current staff jobs at full-time 40 hours a week positions.

b. Drop in Space for working at Heritage Square: Ms. Julie Micek reported that there is office space available for any outside staff to work at Heritage Square.

c. PVP Referrals: Ms. Julie Micek reported that starting in July 2018, the Nebraska Department of Correctional Services will only be offering OP Services to parolee clients. APA will be offering IOP services within the community with vouchers and agency money. Also starting in July 2018, the Parole Board will start receiving recommendations from the community provider clinician of record who is working with the parolee client and is in charge of their case.

d. Money for Valley Hope Contract: Ms. Julie Micek reported there are currently seven individuals attending the Valley Hope Community Care program and she would like to add another 12 individuals to the program. The additional 12 clients would have a cost of around \$100,000.00 and the money would come from the service dollars allotted. She requested the Board to allocate and approve an addendum to the Valley Hope Contract to add the additional \$100,000.00.

Board Member Virgil Patlan made a motion to allocate \$100,000 additional dollars to the Valley Hope Contract and was seconded by Board Member Teresa Bittinger. The motion passed 4-0.

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Absent

Member Teresa Bittinger	Yes
Member Virgil Patlan	Yes
Member Rex Richard	Yes

e. Bargaining for NAPE 2019-2021 Contract: Ms. Julie Micek reported that she and Nicole Miller, legal counsel, developed a memo to Chair Rosalyn Cotton regarding the upcoming labor contracts and they emphasized the issues that 13 parole officers have not received their raise and that many parole officers believe they are in the wrong bargaining unit and should be under the law enforcement bargaining unit labor contract.

f. Weekend and Holiday Parole Effective Dates: Ms. Julie Micek requested the Board to not parole individuals on weekends and holidays. The best practice model would be to not parole anyone on weekends and holidays and only parole individuals Monday through Friday due to electronic monitoring status issues. Chair Rosalyn Cotton requested Nicole Miller, Legal Counsel, to develop a Parole Board policy regarding no individuals will be paroled on weekends or holidays.

VII. Parole Board Orientation Presentation: Board Member Teresa Bittinger reported that the Parole Board's Power Point orientation presentation has been developed and is ready to be implemented at all Nebraska Department of Correctional Services receiving institutions for all new incoming inmates. The presentation will also be on the Parole Board website for the public to view.

VIII. Subcommittees:

a. Subcommittee Procedures / Chain of Command: Board Member Virgil Patlan would like to develop procedures for subcommittee processes for the Parole Board rule book. At this time, it was discussed that this procedure did not need to be added to the rulebook.

IX. Announce the Next Board Business Meeting:

Chair Rosalyn Cotton announced the next Parole Board Business meeting will be held on Tuesday, May 22, 2018 at 2:30 pm, DCS Lower Level Conference Room.

X Adjournment:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 3:24 p.m. and was seconded by Board Member Virgil Patlan. Motion carried 4-0

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Absent
Member Teresa Bittinger	Yes
Member Virgil Patlan	Yes
Member Rex Richard	Yes

Minutes prepared by Reporter / Assistant on 05-09-2018.