

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

TUESDAY
NOVEMBER 20, 2018
2:30 pm

The business meeting convened at 2:30 p.m. on Tuesday, November 20, 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.

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 November 13, 2018; and notice of publication was placed in the Lincoln Journal Star on November 10, 2018.

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

III. A motion was made by Board Member Virgil Patlan and seconded by Board Member Teresa Bittinger to approve the agenda and the business meeting minutes from October 23, 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

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

V. Chairperson Update:

a. Holiday and Out of Office:

Chair Rosalyn Cotton notified the Board and staff present that Christmas Eve, Monday, December 24, 2018, may be declared a Federal Holiday, however, Parole hearings are scheduled at Nebraska State Penitentiary and have been advertised. Ms. Julie Micek has lined-up parole officers staff to be available for the parole hearings on December 24, 2018.

Chair Rosalyn Cotton expressed her concerns of Board members being out of the office and reminded them that they are appointees by governors, but it is still required that they work a 40 hour week.

b. On Call Duty:

Chair Rosalyn Cotton reminded the Board that when they have on call duty for 30 days / one month that they check their emails, phone messages, and respond to / provide DPS custodial sanctions and warrants in a timely manner. If they are not available for a specific day within their assigned month, to make arrangements with another Board member to cover for them.

c. Emails:

Chair Rosalyn Cotton reminded the Board to be mindful of the type and content of any emails being sent and to send them in a professional manner. She has requested that phone calls and personal contacts be made in opposed to sending an email.

VI. Director of Supervision and Services Update:

a. Saunders County Jail Contract:

DPS Director Julie Micek presented a new Saunders County Jail Contract to the Board requesting an increase in the budget from \$49,000 to \$100,000.

Chair Rosalyn Cotton made a motion to approve the Saunders County Jail Contract and was seconded by Board Member Teresa Bittinger. 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

b. New Hires for DPS:

DPS Director Julie Micek reported that Jeffrey Beran has been promoted to specialized officer for the Omaha region and Adam McGraw requested to step down to a senior parole officer. The Omaha region has a new position for an Assistant Parole Officer and Drug Technician and will be holding interviews in December 2018. The Lincoln Regional office has hired a specialized parole officer and they are currently fully staffed. The Western Regional office held interviews for a support staff / secretary position and has made an offer to one of the interviewees. The Lincoln Regional office will be hiring a Social Worker and will be holding interviews.

c. ORAS:

DPS Director Julie Micek reported that all clients have been assessed in the ORAS Assessment program as of October 31, 2018. They are currently verifying how the assessments went and on the quality of the ORAS assessments in relation to the Strong-R Assessments.

d. Budget:

There was no discussion of the budget.

e. Paroling to Local Detainers:

DPS Director Julie Micek reminded the Board that when they parole an individual to a detainer, DPS is still supervising them. Individuals who are serving on a detainer are being supervised by the Parole Officer they are assigned to and the officer is doing a follow-up with the client every 30 days.

f. Parole Recommendations by Director of Supervision and Services:

DPS Director Julie Micek held a discussion with the Board regarding how DPS Parole Officers should make recommendations to the Board regarding client's parole recommendation of special conditions. Chair Rosalyn Cotton indicated she would be open to concerns and recommendations submitted to the Board for their review in assisting them with determining and administering any necessary special conditions as warranted.

g. Valley Hope Project:

DPS Director Julie Micek reported that the agency has \$200,000 allocated every year for the Valley Hope project. For the fiscal year of 2018 – 2019 there is currently \$32,000 left in the budget until July 1, 2019. Ms. Micek requested the Board extend an additional \$100,000 to the Valley Hope project for the remainder of the fiscal year (December 1, 2018 to June 30, 2018). As of July 1, 2019, the \$200,000 will reset for the fiscal year 2019 – 2020.

Ms. Micek reported that 45 clients have successfully completed the Valley Hope project and 2 have been revoked from April 2018 through September 2018.

Ms. Micek informed the Board that DPS has 1 million dollars available for services each year for paroled clients. Service dollars that have been allocated are Valley Hope project \$300,000; Custodial Sanctions \$180,000; Lincoln, Nebraska contract \$25,000; Omaha, Nebraska contract \$50,000; Norfolk, Nebraska contract \$10,000; and Transitional Living Assistance/Services \$100,000.

Board Member Virgil Patlan made a motion to approve allocating additional funding of service dollars for the Valley Hope project and was seconded by Board Member Teresa Bittinger. 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

h. DPS Acceptance of Donations Protocol:

DPS Director Julie Micek and Staff Attorney Nicole Miller reported that procedures have been created regarding the acceptance of donations made to Parole Board - Division of Supervision and Services. All donations would only be utilized for DPS client services / client needs. Donations made up to \$10,000, Director Micek would need to sign off for it and any donations over \$10,000 would need to have the governor sign off for it. Any donation offers made can be declined by the DPS Director.

VII. Board Member Topics:

a. Group Housing in Omaha:

Board Member Virgil Patlan reported concerns with transitional living facilities in Omaha, Nebraska neighborhoods that are in R4 Zones – Single Family housing areas. Omaha City planning inspectors have concerns that some of these transitional living homes are not in approved areas and do not have the proper permits in regards to the City of Omaha Rules/Laws and Zoning Rules. It has been brought to Board Member Patlan's attention that many neighborhoods and neighborhood associations are going to file complaints with the Omaha City Counsel. It was determined that the Parole Board, DPS, and NDCS need to address this concern and a meeting with NDCS should be scheduled.

b. Warrants:

Board Member Virgil Patlan reported concerns with the warrant process when individuals are on EM and can be tracked.

VIII. Announce Next Board Business Meeting:

The next Parole Board Business meeting is scheduled for Tuesday, December 18, 2018 at 2:30 pm in the DCS Lower Level Conference room.

IX. Adjourn:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 3:11 pm and was seconded by Board Member Teresa Bittinger. 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 11-26-2018.