

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

TUESDAY
MARCH 27, 2018
2:30 pm

The business meeting convened at 2:31 p.m. on Tuesday, March 27, 2018 with following persons present: Rosalyn Cotton, Chair; Layne Gissler, Vice Chair; Teresa Bittinger, Member; Virgil Patlan, Member; Rex Richard, Member; Nicole Miller, Legal Counsel; and Barb Lichty, Staff Assistant II.

I. The business meeting was called to order at 2:32 p.m. by Chair Rosalyn Cotton.

II. Roll Call:

Chair Rosalyn Cotton	Present
Vice Chair Layne Gissler	Present
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 March 13, 2018; and notice of publication was placed in the Lincoln Journal Star on March 13, 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 Vice Chair Layne Gissler to approve the agenda. Motion Carried - Vote: 5-0

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Yes
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 Board Member Virgil Patlan to approve the business meeting minutes from February 27, 2018. Motion Carried - Vote: 5-0

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Yes
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. Rule Revision 4-301(A):

Motion was made by Chair Rosalyn Cotton to have Board Member Teresa Bittinger and herself to revise the language in the rules book that is in line with what the Board is doing now in regards to Parole Hearings. Vice Chair Layne Gissler seconded the motion. Motion Carried – Vote: 5-0

VII. Legal Counsel Update:

a. **ORAS training contract (on behalf of Julie Micek):** Nicole Miller stated the discussion was tabled at the last business meeting to discuss the contract with the people in Cincinnati for training, and Julie Micek would now like to have formal permission to move forward. Chair Rosalyn Cotton asked if any of the Board's partners and stakeholders are interested in being involved as well. She reported that Scott Frakes and the DCS team have been notified. Ken Quinn of the Division of Supervision Services reported that Probation is on board, and that the parole officers are 100% behind it. Board Member Virgil Patlan stated that he would like to attend the training once it gets fully implemented. The motion was made by Board Member Teresa Bittinger to approve this, and seconded by Board Member Virgil Patlan. Motion Carried – Vote: 5-0

b. **RFP for services (on behalf of Julie Micek):** Nicole Miller stated in the past there were contracts that did not exceed the statutory limit for bidding processes, but now we're going to do this for a 2 year basis, so it will now possibly go over the \$50,000 limit. The requests for proposals with service providers to come to our resource centers will begin in April, and Julie and Nicole are working with Chris Kliment in Purchasing on how the process works.

VIII. Announce Next Board Business Meeting:

The next Parole Board Business meeting is scheduled for April 10, 2018 at 2:30 pm in the DCS Lower Level Conference room.

IX. Adjournment:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 2:49 p.m. and the motion was seconded by Vice Chair Layne Gissler. Motion Carried – Vote: 5-0

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

Minutes prepared by Reporter / Assistant on March 28, 2018.