

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

TUESDAY
JANUARY 30, 2018
2:30 pm

The business meeting convened at 2:36 p.m. on Tuesday, January 30, 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; Julie Micek, Director of Supervision and Services; and Sonya Fauver, Administrative Assistant – Pardons Board.

I. The business meeting was called to order at 2:36 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 January 24, 2018; and notice of publication was placed in the Lincoln Journal Star on January 19, 2018.

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

III. A motion was made by Vice Chair Layne Gissler and seconded by Board Member Teresa Bittinger 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 Vice Chair Layne Gissler to approve the business meeting minutes from January 16, 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. Office of Parole Administration Update:

a. Valley Hope Contract – Deviation Form: Ms. Julie Micek reported on the Valley Hope Contract. She indicated that the contract of \$100,000.00 was a deviation from the standard \$49,900.00. Parole Board Legal Counsel, Nicole Miller, spoke with the Department of Administrative Services which guided APA on how to move forward with a sole source contract with Valley Hope. There is a deviation form attached with the contract outlining why there is no one else that can provide this service in the area and why APA can go with the \$100,000.00 contract. The contract is in effect until June 30, 2018. Legal Counsel and Ms. Micek are working on a proposal for an RFP process and getting clients into the residential treatment programs. Ms. Micek also reported that Valley Hope does not have Spanish speaking classes at this time, but they have indicated that they have procedures to work with clients with this need. Ms. Micek presented the Valley Hope contract to the Board for their approval and signatures.

A motion was made by Board Member Teresa Bittinger and seconded by Vice Chair Layne Gissler to approve the Valley Hope contract. 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

b. Budget and Percentage Cuts: Ms. Micek presented the December 2017 budget. She reported that APA is not over budget and has not even spent half of the allocated budget at this time. APA is looking at money in other accounts that can be transferred to other high budget areas. She reported that a 2% budget cut for the fiscal year of 2018 – 2019 would be around \$154,000.00 and a 4% budget cut for the fiscal year of 2019 – 2020 would be around \$326,000.00.

- c. Business Manager Job: Ms. Micek reported that the Parole Board HR Sub-Committee is currently reviewing a business manager position and an accounting I position and which position would best serve the current needs of APA. She and the committee are looking at how they can reallocate appropriations for this position.
- d. Medical and Victim Notations at Parole Hearings: Ms. Micek requested the Board to put in their notes if an individual is being paroled for medical reasons, victim / public opposition, reasons why they are being paroled or not being paroled, and what facts that influenced their decision.
- e. Contacting Officers Directly: Ms. Micek requested the Board to contact her with any requests for information or questions. She will work with her staff to obtain the information and she will respond back to the Board with the requested information.
- f. National Parole Resource Center letter: Ms. Micek reported to the Board that she received a bulletin notice from NPRC offering technical assistance to parole boards in the areas of evidence based practices, etc. and are encouraged to apply for the services by written letter signed by all Board Members. Ms. Micek presented a letter to the Board for their approval and their signatures to apply for the services.

A motion was made by Chair Rosalyn Cotton and seconded by Vice Chair Layne Gissler that the Nebraska Board of Parole and APA participate in the this justice investment initiative to receive technical assistance from NPRC. 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

VII. Legal Counsel Update:

- a. Proposed Rules:
 - i. Rule 4-205 related to Psych Evals: Ms. Nicole Miller presented Rule No. 4-205 regarding psych evals for the Boards approval.

A motion was made by Chair Rosalyn Cotton and seconded by Board Member Virgil Patlan to approve Proposed Rule 4-205. 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

VIII. Announce Next Board Business Meeting:

Chair Rosalyn Cotton made a motion and was seconded by Board Member Virgil Patlan to hold the next Parole Board Business meeting on Tuesday, February 27, 2018 at 2:30 pm. 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

IX. Adjournment:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 3:13 p.m. 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 January 31, 2018.