

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

TUESDAY
FEBRUARY 27, 2018
2:30 pm

The business meeting convened at 2:31 p.m. on Tuesday, February 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; Julie Micek, Director of Supervision and Services; and Sonya Fauver, Administrative Assistant – Pardons Board.

I. The business meeting was called to order at 2:31 p.m. by Chair Rosalyn Cotton.

II. Roll Call:

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| 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 February 5, 2018; and notice of publication was placed in the Lincoln Journal Star on February 6, 2018.
- b. Chair Cotton announced the Open Meeting Act information is available in the room.

III. A motion was made by Chair Rosalyn Cotton and seconded by Board Member Rex Richard to approve the agenda. Motion Carried - Vote: 5-0

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| 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 Chair Rosalyn Cotton and seconded by Board Member Rex Richard to approve the business meeting minutes from January 30, 2018. Motion Carried - Vote: 5-0

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| Chair Rosalyn Cotton | Yes |
| Vice Chair Layne Gissler | Yes |

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| 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. Budget Q&A:

Mr. Joe Wilcox provided information and data to the Board regarding Agency 15 – Parole Board budget (Appropriations, Reductions, and Adjustments) for the fiscal years 2017/2018 and 2018/2019. The legislature will set new preliminary budgets for the fiscal years of 2019/2020 and 2020/2021 at the next legislative term.

VII. Office of Parole Administration Update:

- a. Budget: Ms. Julie Micek reported that she will provide the Board with February 2018 budget numbers the first of the Month in March.
- b. Parole Division Restructure: Ms. Julie Micek provided an Agency Organizational Chart for Adult Parole Administration.
- c. Submitting PDQ for Business Manager: Ms. Julie Micek report that they have received approval from DAS to hire a business manager. They are looking to get an individual hired in April 2018.
- d. Projects for PIC: Ms. Julie Micek requested to the Board to help in finding PIC projects for the agency.
- e. Valley Hope Update – Other Treatment Updates: Ms. Julie Micek reported that the Valley Hope Contract is up and running and the Valley Hope staff are eager to get started with program. She is encouraging the Board to start paroling individuals to the Valley Hope program as soon as possible.
- f. Seamless Services Meeting – April 4, 2018 1-4 pm SECC: Ms. Julie Micek reminded the Board that the Seamless Services meeting with Parole Board Agency, Probation Agency, and Department of Correctional Services is scheduled for April 4, 2018 at Southeast Community College.
- g. Caseload Breakdown – High, Moderate, Low Risk: Ms. Julie Micek reported on how parole officer’s caseload are arranged and determined by the needs of the clients.
- h. Revoke and Re-Parole Discussion: Ms. Julie Micek brought up her concerns with the Parole Board revoking an individual’s parole and

then re-paroling them. The topic was discussed and ideas / guidelines were presented for the Board and APA to consider and apply when determining to revoke or continue an individual's parole standing.

- i. Custodial Sanction Update: Ms. Julie Micek provided information on the usage of custodial sanctions when a client has violated a condition of their parole agreement.
- j. Assessment Update: Ms. Julie Micek requested the Board to approve the usage of the ORAS client assessment program. She believes this program is the best tool for community supervision and would like to get staff trained.
- k. Agreement with UCRI or ORAS: Ms. Julie Micek reported that the cost of the ORAS training is \$13,000.00 per session for 30 staff members and APA would need two training sessions for a cost of \$26,000.00. The cost of the program is a onetime fee of \$20,000.00 to \$26,000.00.

A motion was made by Board Member Bittinger to allow Julie Micek and APA to follow through with the ORAS program. Discussion was heard regarding each Board members concerns or support of the program. A decision was made to withdraw the motion and to table the topic until a future Board business meeting.

- l. Staff recognition / reward fund – contributions: Ms. Julie Micek reported that they would like to choose an employee of the month and provide them with a small recognition for the employee's attentiveness to their job and agency. She requested that the Board consider some type of donations to fund this program.

VIII. Legal Counsel Update:

- a. 2017 LB366: Ms. Nicole Miller reported to the Board that LB366 is going to be combined with other legislative bills into one Omnibus Bill by the Judiciary Committee and the omnibus bill will be a priority of the Judiciary Committee.
- b. Strategic Planning Report Out: Ms. Nicole Miller reported that the Strategic Planning Committee has developed goals and objectives for the Parole Boards mission and vision. The committee came up with five goals and objectives and she presented these to the Board for their review.

IX. Announce Next Board Business Meeting:

The next Parole Board Business meeting is scheduled for March 27, 2018 at 2:30 pm in the DCS Lower Level Conference room.

X. Adjournment:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 3:50 p.m. and the motion was seconded by Vice Chair Layne Gissler. Motion Carried – Vote: 5-0

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| 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 February 28, 2018.