

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

January 15, 2019
2: 30pm

The business meeting convened at 2:30 p.m. on January 15, 2019. The following persons were present: Rosalyn Cotton, Chair; Layne Gissler, Vice Chair; Teresa Bittinger, Member; Virgil Patlan, Member; Robert Twiss, Member; Nicole Miller, Legal Counsel; Julie Micek, Director of Supervision and Services; and Sue Olson, Administrative Assistant II – Parole Supervision. Joel Denney, IT was also present using new recording equipment for the Board Meeting.

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	Present
Member Teresa Bittinger	Present
Member Virgil Patlan	Present
Member Bob Twiss	Present

- a. Chair Cotton announced the notice of this public meeting was placed on the Board of Parole website on January 7, 2019; and notice of publication was placed in the Lincoln Journal Star on January 7, 2019.
- b. Chair Cotton announced the Open Meeting Act information is available in the room.

III. Approval of the Agenda

IV. Approval of the Minutes

A motion was made by Board Member Teresa Bittinger and seconded by Vice Chair Layne Gissler to approve the agenda and the business meeting minutes from December 18, 2018. Motion Carried - Vote: 5 - 0 Voting -

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Yes
Member Teresa Bittinger	Yes
Member Virgil Patlan	Yes
Member Robert Twiss	Yes

V. Public Comment Period

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

VI. Director of Supervision and Services Update: Julie Micek

a. Budget Overview 2019-2020:

Ms. Micek announced that Joe Wilcox, who is from DAS and is our Budget liaison to the Governor's office, would be joining us later to discuss the budget. He will bring a spreadsheet and break downs and will do a walkthrough of the parts of the budget and be able to discuss the budget in detail with the Board and entertain any possible discussion. In answer to a question posed, Ms. Micek said that she had asked for a budget increase and in response to that money was moved within the current budget to increase dollars for programming and to move money to the Agency PSL (Personal Service Limit). There is also a request to the Legislature to allow carryover of funds from the previous fiscal period. Members of the Board, Ms. Micek and some other interested parties, developed original budget. Question was posed by Member Patlan regarding info on previous discussions regarding Officer pay raise. This topic is still under discussion with no changes at this time.

b. New Hires:

Parole Supervision is currently fully staffed minus for an open position for a Social worker from the Lincoln office. There has been efforts made to fill that position or reclassify with no success. Social worker position requirements are very stringent. The position of Katie Bloom, Social worker out of Omaha office, may be restructured for helping at both locations or more statewide. Efforts continue to find options. A support staff position was reclassified and an Assistant Parole Officer has been hired, starting the 22nd of this month in the Omaha office.

c. Statewide Programming Opportunities:

Parole is still using Valley Hope. Substance abuse treatment, relapse prevention in Omaha and Lincoln. Programming has been added to Norfolk, and Scottsbluff. Domestic Violence and Sex offender programming is being offered. Work is being done to find a provider, write a curriculum for Violence Reduction Programming, and add this as available aftercare. Ms. Micek will be providing a list for the Board on what is currently available statewide by the end of the week. Options for Transitional Living has been added. Hono house, Bristol Station, Carla Vista and Programming Life 101 are the applicants from the RFP and are the four Transitional Living locations that Parole will be working going forward. The situations that Parole is looking to partner are where programming, job help, AA, NA,

support groups, Anger management are offered and also a structured environment is provided.

- d. Board Motions regarding Electronic Monitoring:
Discussion wondering if Board is interested in a timeframe for EM on a client. Board provided that they intend to add to conditions that EM is not be removed without prior Board approval on the clients that warrant. Otherwise, if not noted the decision regarding needed EM falls to the Parole Officer. Ms. Micek clarified that Supervision feels more comfortable to submit a PUF (Parole Utility Form) prior to removal in case there is considerations that Parole Supervision is not aware.
- e. Overview of Supervision Guidelines upon Release:
Ms. Micek wanted to provide a review of what are the Parole guidelines in regards to clients. This is Parole Supervisions Standard Policy and Operations Procedure. Ms. Micek will provide a copy. Within Policy there are definitions that defines what is to occur in each session.
 1. See client within 24 hours of release (if that is a Friday, may call and give directive to report on Monday)
 2. Must see that client once a week for 1st five weeks and must do an assessment within the first 30 days. By 5th session must have ORAS completed and ready to share what the evaluation is saying.
- f. Paroling to Detainers:
There was a question regarding a recent Detainer. If Detainer is satisfied then parole is supervising. Clarified that recent detainer In question was a special one of kind situation that the Feds were also involved. Ms. Micek reported that Parole Supervision continues to follow up on detainer cases.
(Note made that Member Teresa Bittinger excused herself from remainder of the meeting.)
Member Twiss shared a potential client employment opportunity, which was passed along to Ms. Micek.

- VII. Board Member Topics - Transitional Living:
Proposed rule for Discussion: Regarding a parolee to go to an address that is unrelated by blood and the Board needing information in regards to restrictions. There was some discussion regarding proper permits for that location need to be in place. RFP are done to obtain quality houses and contacts with the community in regards to this houses that might be a problem. Parole Officers should investigate the housing situation. Member Virgil Patlan asked to table further discussion to the next meeting.

- VIII. Discussion on Warrants:

Question is asked what is the warrant procedure? Suggestion that it would be a courtesy to send a copy of the warrant to local law enforcement.

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IX. Announce Next Board Business Meeting:

The next Parole Board Business meeting is scheduled for January 29, 2019 2019 at 2:30 pm in Conference room C.

X. Adjourn:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 3:09pm and was seconded by Board Member Virgil Patlan. Motion carried 4 - 0 Voting -

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

Minutes prepared by Reporter / Assistant on 1 - 16 - 2019.