

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

July 16, 2019
2:30pm

The business meeting convened at 2:30 p.m. on July 16, 2019. The following persons were present: Rosalyn Cotton, Chair; Layne Gissler, Vice Chair; Teresa Bittinger, Member; Julie Micek, Director of Supervision and Services; and Sue Olson, Administrative Assistant II – Recorder. Robert Twiss, Member and Nicole Miller, Legal Counsel were absent.

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	Absent

- a. Chair Cotton announced the notice of this public meeting was placed on the Board of Parole website on July 2, 2019; and notice of publication was placed in the Lincoln Journal Star on July 8, 2019.
- b. Chair Cotton announced the Open Meeting Act information is available in the room.

III. Approval of the Agenda and Approval of the Minutes

A motion was made by Vice Chair Layne Gissler and seconded by Board Member Teresa Bittinger to approve the agenda and the business meeting minutes from June 18, 2019. Motion Carried - Vote: 4 - 0 Voting -

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

IV. Public Comment Period

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

V. Proposed Amended Rule 11-117 regarding Board Member Leave

A motion was made by Chair Rosalyn Cotton and seconded by Board Member Virgil Patlan to defer this item on the agenda. Motion Carried - Vote: 3 - 0
Voting -

Chair Rosalyn Cotton	Yes
Vice Chair Layne Gissler	Yes
Member Teresa Bittinger	No
Member Virgil Patlan	Yes
Member Robert Twiss	Absent

VI. Proposed Rule regarding transitional living

A motion was made by Member Virgil Patlan and seconded by Vice Chair Member Layne Gissler to defer this item on the agenda. Motion Carried - Vote: 4 - 0
Voting -

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

VII. Division of Parole Supervision Updates - Proposed Consulting Contract with Mr. William Burrell.

- a. Ms. Micek presented a packet last meeting for a proposal from Mr. William Burrell, who came and helped Parole Supervision with the development of a transition plan for moving from under Nebraska Department of Correctional Services to coming under the Nebraska Board of Parole. The timeframe would be the end of August or September.

A motion was made by Chair Rosalyn Cotton and seconded by Member Teresa Bittinger to approve this proposal. Motion Carried - Vote: 4 - 0
Voting -

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

- b. Ms. Micek provided an update that a copy of the letter of Transitional funds was sent to all Board members. Needed documents have been requested from the providers whose files were not complete and they were advised they need to comply within 30 days. As an additional clarification even if they comply and documents are received, does not mean that the location is the standard that this agency is looking to use. Even if we have the RFP, we have no requirement to use them as a provider.

VIII. Board Member Ballot Voting – Teresa Bittinger

There was a discussion that ballot voting was the procedure in the past at hearings and it had been abandoned at some point. It was noted that the practice should be back in place for better time usage and efficiency.

A motion was made by Member Teresa Bittinger and seconded by Chair Rosalyn Cotton to approve this proposal. Motion Carried - Vote: 4 - 0 Voting -

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

IX. Legislative Update – Bob Twiss

- a. Proactive approach
- b. Communication “always”
- c. Board of Parole Statutory Requirements

As Mr. Twiss was not present it was decided that this portion of the Agenda would wait until next meeting.

X. Board Member Round Table

XI. Announce Next Board Business Meeting:

The next Parole Board Business meeting is scheduled for August 13, 2019 at 2:30 pm in Conference A.

XII. Adjourn:

Chair Rosalyn Cotton made a motion to adjourn the meeting at 2:45 pm and it was seconded by Vice Chair Layne Gissler. Motion carried 4 - 0 Voting -

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

Minutes prepared by Reporter / Assistant on 8 - 5 - 2019.