

**OKLAHOMA  
BOARD OF CORRECTIONS  
MEETING**

July 10, 2014

Cimarron Correctional Facility  
Cushing, Oklahoma



# OKLAHOMA BOARD OF CORRECTIONS REGULAR MEETING

Cimarron Correctional Facility  
3200 S Kings Highway  
Cushing, Oklahoma  
1:00 p.m., Thursday, July 10, 2014



## AGENDA

Members of the Board of Corrections will be lunching together before the Board meeting.  
No business will be conducted during this time period.

1. Opening and Roll Call Kevin Gross, Chair
2. Welcome/Remarks Chad Miller, Warden  
Cimarron Correctional Facility
3. Old Business Kevin Gross, Chair
4. Approval of Board of Corrections Meeting Minutes Kevin Gross, Chair
  - Regular Meeting on June 5, 2014
5. Director's Comments Robert Patton, Director
6. Approval of Board Policy Robert Patton, Director
  - P-020800, Guidelines for Research and Research-Related Activities
  - P-080100, Mission and Management of Correctional Industries
  - P-110300, Drug Free Workplace Program
  - P-140100, Offender Medical, Mental Health, and Dental Care
7. Approval of Board Resolution Reginald Hines, Division Manager  
Community Corrections
  - 2013 Probation and Parole Officer of the Year  
Tamika L. Ross, Probation and Parole Officer III, TCDC
8. Budget Update Ashlee Clemmons, Acting Chief Administrator  
Business Services
9. FY 2015 Budget Outlook Edward Evans, Associate Director  
Field Operations  
Tina Hicks, Associate Director  
Administrative Operations

### OKLAHOMA BOARD OF CORRECTIONS

#### Mission Statement

We are a select group of Governor-appointed, politically diverse volunteers which directs, advocates, and holds accountable stakeholders to effect best correctional practices.

*"Advocating Correctional Excellence"*

10. Population Update Laura Pitman, Ph.D., Division Manager  
Field Support
11. Committee Reports Committee Chairs  
 Standing Committees:
  - Budget – Chair Steve Burrage, Members Gene Haynes and Michael Roach
  - Female Offender – Chair Linda Neal, Members Frazier Henke and Earnest Ware
  - Public Policy/Public Affairs – Chair Earnest Ware, Members Gene Haynes and Frazier Henke
  - Population/Private Prisons – Chair Linda Neal, Members Steve Burrage and Michael Roach
  - Executive – Chair Kevin Gross, Members Linda Neal and Michael Roach
12. New Business  
*“Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.” 25 O.S. § 311.A.9.*
13. Announcements Kevin Gross, Chair
14. Approval to Adjourn for Executive Session: David Cincotta, General Counsel
  - Discussion of Investigation Regarding Alleged Excessive Use of Force by Staff at Clara Waters Community Corrections Center
  - Discussion of Investigation Regarding Suicide of Offender Donald Robinson #86239
  - Discussion of Investigation Regarding Suicide of Offender David Hammock #512080*“Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.” 25 O.S. § 307.B.4.*
15. Approval to Return from Executive Session David Cincotta, General Counsel
16. Adjournment Kevin Gross, Chair

*The next regular meeting of the Board of Corrections is scheduled for 1:00 p.m. on Thursday, September 11, 2014, at Enid Community Corrections Center in Enid, Oklahoma.*

*Updated on 7/7/2014 4:06:34 PM*

**OKLAHOMA BOARD OF CORRECTIONS**

Mission Statement

We are a select group of Governor-appointed, politically diverse volunteers which directs, advocates, and holds accountable stakeholders to effect best correctional practices.

***“Advocating Correctional Excellence”***



Approval of  
Board Meeting Minutes

**OKLAHOMA BOARD OF CORRECTIONS  
REGULAR MEETING**

Mack Alford Correctional Center  
1151 North Highway 69  
Stringtown, Oklahoma  
June 5, 2014

**1. Opening and Roll Call**

**Kevin Gross, Chair**

Chair Gross called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m. at the Mack Alford Correctional Center (MACC) on Thursday, June 5, 2014. Chair Gross asked the clerk to call the roll:

Steve Burrage, Secretary	Present	Linda Neal, Member	Present
Kevin Gross, Chair	Present	Michael Roach, Vice Chair	Present
Gene Haynes, Member	Present	Earnest Ware, Member	Present
Frazier Henke, Member	Present		

Calling of the roll reflected a quorum was present.

**2. Welcome/Remarks**

**Jerry Chrisman, Warden  
Mack Alford Correctional Center**

Warden Chrisman greeted the Board members, welcoming them to MACC. He noted the history of the facility beginning in 1930 as a sub-prison of the Oklahoma State Penitentiary and continuing through today as a medium security institution. Warden Chrisman provided each Board member with a packet of information about MACC. He thanked the Board and again welcomed them to MACC.

**3. Old Business**

**Kevin Gross, Chair**

No old business was brought before the Board.

**4. Approval of Board Meeting Minutes**

**Kevin Gross, Chair**

- Regular Meeting on May 1, 2014

Chair Gross stated the minutes were provided to the Board for review prior to the meeting this date. He requested a motion to approve the minutes from the Regular Meeting on May 1, 2014.

**Motion:** Mr. Burrage made a motion to approve the minutes and Mr. Henke seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – abstain; Mr. Roach – yes; Mr. Ware – yes.

The minutes were approved by majority vote.

**5. Director's Comments**

**Robert Patton, Director**

Director Patton provided the following updates:

- In accordance with the provisions of Title 74, Director Patton authorized the emergency purchase of an air conditioning unit at William Key Correctional Center that was damaged due to a power surge. Due to the age of the current unit and the estimated cost of repairs, it was determined that the best option would be to replace the unit. The total cost to purchase a new unit with warranty and a surge protector was approximately \$25,000.
- Marilyn Anderson was introduced as the chief administrator of Business Services effective June 2, 2014.
- Director Patton attended the Correctional Officer/Correctional Officer Supervisor/Probation & Parole Officer of the Year recognition ceremony on May 7, 2014. He noted the officers were also recognized that day on

the House and Senate floors and Governor Fallin met with them as well.

- Director Patton attended New Director's Training, hosted by the Association of State Correctional Administrators, on May 29-June 1, 2014.
- A second Warden's Meeting was held on June 2, 2014, to provide updates to the wardens from all seventeen institutions.
- Since the Board meeting on May 1, 2014, Director Patton has toured and met staff at James Crabtree Correctional Center, William S. Key Correctional Center, Northeast Oklahoma Correctional Center, and Bill Johnson Correctional Center.
- The FY 2014 Supplemental Request for \$13 million was signed by Governor Fallin on May 14, 2014. The legislature also approved utilization of \$4 million from the prison industries 280 Revolving Fund. This \$17 million is being applied towards the deficits for FY2014 in private prison beds (\$10 million) and county jail backup (\$7 million). The money has been added to the budget and invoices are being processed and paid.
- The FY 2015 Budget Appropriations was approved by Governor Fallin for \$471,451,551. This is \$7.7 million more than the appropriations for FY 2014 and is to address the specified pay raises pursuant to SB 2131.
- SB2131 was a bill that was introduced late in this years' general session and provides for salary increases to employees occupying certain job titles. Last year, Kenning Consulting and the Hay Group were commissioned by the State of Oklahoma to conduct the 2013 Total Remuneration Study. The study identified jobs that were below the market in relation to pay. For ODOC, the bill directs an 8% increase for all levels of correctional security positions and a 6.25% increase for thirteen (13) other identified job titles. A total of approximately 2,500 ODOC staff will receive an increase.
- ODOC also received approval for \$9.8 million of capital improvement funds that will be made available to the department through the Office of Management and Enterprise Services (OMES), Division of Capital Assets Management. These funds are not actually put into the DOC budget, but are accessed through OMES for specifically identified capital improvement projects.
- Director Patton noted that he was notified just before the meeting that Tulsa County Sheriff had dropped their pending lawsuit against ODOC regarding county jails due to the recent reduction of offender backup in their facility.

## 6. Approval of Board Policy

**Robert Patton, Director**

- P-070100, Provision of Food Services

Director Patton stated there was one Board policy in annual review this date. The policy was updated to reflect the current Board chair name and removal of the vice-chair signature line. Other wording changes were noted by Director Patton; however, none of the changes altered the intent of the policy. Director Patton recommended approval of the policy as provided to the Board.

**Motion:** Mr. Roach made a motion to approve the policy as noted and Mr. Burrage seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The policy was approved by majority vote.

## 7. Budget Update

**Ashlee Clemmons, Acting Chief  
Business Operations**

- Loss of Phone Revenue

Ms. Clemmons provided the following budget update as of April 30, 2014:

### FY2014 Budget Work Program

Appropriated	\$471,443,633
200 Fund	\$18,772,094
205 Fund	\$10,335,595
Total – BWP	\$500,551,322*

*\*Excludes Prison Industries and Community Sentencing  
and Federal Funds*

Y-T-D Expenditures		\$(390,597,689)
Appropriated	\$(383,864,974)	
200 Fund FY 14	\$(5,602,881)	
205 Fund FY 14	\$(1,129,834)	
Encumbrances		\$(49,046,000)
Committed		\$(942,795)
Remaining Payroll		\$(43,921,542)
<b>Available Balance</b>		<b>\$16,043,296</b>

Appropriated Operating Funds

Budgeted		\$471,443,633
Expenditures Y-T-D		\$(383,864,974)
Encumbrance Y-T-D		\$(38,105,522)
Total Committed Y-T-D		\$(111,477)
Available Balance		\$49,361,660
Less:		
Payroll		\$(43,921,542)
<b>Available Balance</b>		<b>\$5,440,118</b>

200 Revolving Fund

Beginning Cash Balance 7/1/2013		\$8,847,121
Revenue Received Y-T-D		\$12,591,363
Expenditures Y-T-D		\$(21,040,947)
Adjustments Y-T-D		\$(874)
Ending Balance		\$396,663

205 Revolving Fund

Beginning Cash Balance 7/1/2013		\$1,100,947
Revenue Received Y-T-D		\$4,695,961
Expenditures Y-T-D		\$(4,516,328)
Adjustments Y-T-D		\$0.00
Ending Balance		\$1,280,580

280 Revolving Fund

Beginning Cash Balance 7/1/2013		\$4,307,972
Revenue Received Y-T-D		\$20,651,780
Expenditures Y-T-D		\$(18,902,609)
Adjustments Y-T-D		\$(4,751)
Ending Balance		\$6,052,392

Mr. Burrage queried if the director had been approved to access the 280 Revolving Funds without legislative approval. Director Patton responded it was approved through the supplemental request language. Mr. Burrage queried if some of those funds had already been used to finish out the fiscal year and Director Patton responded in the affirmative.

Ms. Clemmons then provided an update on the loss of phone revenue. The Federal Communication Commission (FCC) released ruling FCC 13-113 to regulate offender calling services. In an effort to stem the high costs for offender families, the order established intrastate rate caps of \$0.25 per minute for collect calls and \$0.21 per minute for debit or pre-paid calls. In addition to the intrastate rate caps, the compensation plan on interstate calls is no longer permitted. The new requirements took effect on February 11, 2014.

In FY 2013, actual phone revenue from inter- and intra-state calls was close to \$3 million. Approximately seventeen percent of total phone revenue was generated from interstate calls; there is an estimated loss of \$81,000 since the ruling took effect in February. Based on data collected since implementation, it is estimated ODOC will experience an

annual revenue loss of approximately \$500,000.

No further questions or comments were made.

**8. Approval of Title 61 § 130, Emergency Declaration**

**Kevin Gross, Chair**

- Replacement of Flooring in Dining Room Area  
Lexington Assessment and Reception Center

Director Patton stated on February 5, 2014, a contract was initiated between the Oklahoma Department of Corrections and Sunrise Home Construction, LLC, to replace the flooring in the food service area at Lexington Assessment and Reception Center. During the replacement process, the contractor had to remove approximately 10,737 square feet of build-up in the sub-floor and replace it with new concrete filler as well as coat with a chemical floor overlay system for the new epoxy to adhere. This additional work was not included in the original bid and was unforeseen causing an emergency situation. The facility is unable to use a section of the kitchen, is serving meals on paper plates, and the meals are being prepared in the hallway. Stopping the current work and rebidding the project would require a minimum of sixty (60) days, further lengthening the completion time for the project.

An emergency purchase is requested for \$57,241.75, which is the anticipated cost to cover the removal and replacement of the sub-floor; however, the director is only authorized to approve emergency purchases under \$35,000. In accordance with Title 61 § 130, Director Patton requested the Board approve this emergency purchase.

**Motion:** Mr. Burrage made a motion to approve the emergency purchase and Mr. Roach seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes..

The emergency purchase was approved by majority vote.

**9. Population Update**

**Laura Pitman, Ph.D., Division Manager  
Field Support**

Dr. Pitman provided the population update as of April 30, 2014:

Total System Offender Population = 27,439	EMP = 16
DOC Facilities = 18,738	PPCS = 1
Private Prisons = 5,810	Probation Supervision = 21,753
County Jails with Contracts = 523	Parole Supervision Offenders = 3,208
Halfway Houses = 1,157	Total System Population = 52,400
Out Count (jails, hospitals, etc.) = 612	County Jail Backup = 698
GPS = 582	

Dr. Pitman stated the county jail backup as of May 30, 2014, was 269 offenders. Mr. Gross congratulated Dr. Pitman and staff for working so hard to decrease the amount of offenders on the county jail backup list.

No further questions or comments were made.

**10. Approval to Extend Current Private Prison Contract for Ninety (90) Days**

**David Cincotta, General Counsel**

- Corrections Corporation of America (CCA) – Five-year Contract expires on June 30, 2014

Mr. Cincotta stated approval was needed by the Board to extend the private prison contract with Corrections Corporation of America (CCA) for a period of ninety (90) days. ODOC is in the process of negotiating a five-year contract with CCA and the current contract expires on June 30, 2014. Once the agreement is reached, ODOC will submit the contract to the Attorney General’s office and to OMES which will take time to process but the ninety-day extension should suffice in covering this timeframe. Mr. Cincotta requested the Board’s approval of the extension.

**Motion:** Ms. Neal made a motion to approve the contract extension and Mr. Roach seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The contract extension was approved by majority vote.

**11. Approval to Extend Current Private Prison Contract for Ninety (90) Days** **David Cincotta, General Counsel**

- GEO Group, Inc. – Annual renewal of five-year contract

Mr. Cincotta stated approval was needed by the Board to extend the private prison contract with GEO Group, Inc., for a period of ninety (90) days. ODOC is in the process of negotiating the annual renewal of the five-year contract with GEO Group, Inc. Once the agreement is reached, ODOC will submit the contract to the Attorney General's office and to OMES which will take time to process. Mr. Cincotta requested the Board's approval of the extension.

**Motion:** Ms. Neal made a motion to approve the contract extension and Mr. Roach seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The contract extension was approved by majority vote.

**12. Legislative Update** **Neville Massie, Executive Assistant**

Ms. Massie stated the governor has supplemental bills to act on but she has signed a number of bills throughout the week. Ms. Massie provided updates on the following specific initiatives:

- HB 2486, allowing Life Without Parole offenders to access their mandatory savings, was approved by the governor and becomes effective November 1, 2014.
- HB 2630, amending state employee retirement, was approved by the governor and becomes effective on November 1, 2014.
- HB 2804, the county jail reimbursement bill, did not come out of conference.
- SB 1248, the \$100 uniform monthly allowance bill, did not come out of conference.
- HB 3012, allowing correctional officers, probation and parole officers, and inspector general agents to receive their sidearm and badge after retirement, was approved by the governor and becomes effective November 1, 2014.
- HB 3293, relating to state employee comprehensive pay, was signed by the governor on June 3, 2014.
- HB 1794, relating to state employee benefits, was signed by the governor and becomes effective November 1, 2014.
- HB 2779, implementing an emergency alert notification system at each facility, was approved by the governor and becomes effective November 1, 2014.
- SB 1720, requiring probation supervision to meet certain minimum standards, was approved by the governor on June 3, 2014.

Ms. Massie stated House and Senate members have until June 30, 2014, to submit requests for interim studies. No further questions or comments were made.

**13. Approval of Board Resolution** **Edward Evans, Associate Director**

- Neville Massie, Executive Assistant

**Field Operations**

Mr. Evans stated it was his pleasure to present the following recommendation to a coworker and friend of many years. He stated Ms. Massie had dedicated her years of service to the Oklahoma Department of Corrections and the State of Oklahoma. He then read the following resolution for the Board:

*WHEREAS, the Oklahoma Board of Corrections received with deep regret the news of the well-deserved retirement of Neville O. Massie; and*

*WHEREAS, Neville O. Massie served the Oklahoma Department of Corrections for thirty-nine years beginning in 1975 as a probation and parole officer; promoting to many positions during her tenure with the agency, including senior probation and parole officer, interstate compact officer, administrative assistant to the deputy director of probation and parole, administrative assistant to the deputy director of institutions, deputy warden, warden, administrator of construction and maintenance, assistant deputy director of institutions, and executive assistant to the director; and*

*WHEREAS, Neville O. Massie guided the Oklahoma Board of Corrections through the last nine legislative sessions, providing sound advice and timely updates on bills affecting and of importance to the Oklahoma*

*Department of Corrections as well as the Board of Corrections; and*

*WHEREAS, Neville O. Massie was a dedicated correctional professional in all facets of her career, contributing greatly to the betterment of the agency and exemplifying the true spirit of leadership and mentorship; therefore, be it*

*RESOLVED, that the Oklahoma Board of Corrections does hereby acknowledge the outstanding service of Neville O. Massie to the Oklahoma Department of Corrections, the Oklahoma Board of Corrections, and the State of Oklahoma, extending to her our congratulations and best wishes for a satisfying retirement.*

*ADOPTED this fifth day of June, 2014.*

Mr. Evans then requested the Board approve the resolution honoring Ms. Massie.

**Motion:** Ms. Neal made a motion to approve the resolution and Mr. Ware seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The resolution was approved by majority vote. Ms. Massie thanked the Board, stating she had enjoyed her tenure serving the Board as well as the agency. No further comments were made.

#### 14. Program Update

**Pam Humphrey, Superintendent  
Education**

- Lakeside School

Ms. Humphrey stated the Lakeside School system was accredited by the State Department of Education in 1947 and was the first correctional school to be accredited through state education in the nation and world. The base school is located at Oklahoma State Reformatory in Granite, Oklahoma, and there is an education system in each of the seventeen state facilities. Lakeside School must meet the same requirements as a regular high school with a few exceptions, such as driver's education. An accreditation team visits annually to reaccredit the school system. The school system offers from forty to forty-three credits as well as offering a vo-tech program in barbering. The system is also accredited through AdvanceEd, with five-year visits for reaccreditation.

Ms. Humphrey stated the agency must hire certified teachers because the school is accredited; there are currently seventy-five teachers and administrators employed throughout the institutions. The school can also apply for grant funding because of accreditation. In the past year, \$596,645 was awarded to the school in federal grants through Adult Basic Education (ABE) funding, Title I funding, and Special Education funding. Last year, the school had 8,481 participants, not including college; there were 1,132 successful GED completions; and twenty-seven associate degrees and two bachelor degrees were awarded through the various colleges and universities with which the school partners. For over a decade, the school has maintained a ninety percent pass rate in GEDs; in comparison, the state pass rate is consistently seventy-one percent and the national rate is sixty-nine percent. Because of the Lakeside School pass rates, the State Department of Education receives more federal funding. In turn, Oklahoma awards ten percent of the funding received for ABE grants to the Lakeside School.

The goal of the Lakeside School is to take the offender to the highest education level as quickly as they can. The academic software is standardized throughout the state, so if the offender transfers to another institution, they can pick up where they left off. The goal is also to produce more productive citizens when they release than when they came in to ODOC. Ms. Humphrey stated the teachers within the Lakeside School system truly care about the students and they change the future one life at a time.

No further questions or comments were made.

#### 15. Committee Reports

**Committee Chairs**

Chair Gross asked the committee chairs for their reports.

- **Budget Committee**  
Mr. Burrage stated there was not a report.
- **Female Offender Committee**  
Ms. Neal stated there was not a report.
- **Public Policy/Public Affairs Committee**

Mr. Ware stated there was not a report.

- **Population/Private Prisons Committee**

Ms. Neal stated the committee had met but Dr. Pitman had already provided all the information in her report earlier this date.

- **Executive Committee**

Chair Gross stated the committee met on May 21, 2014, to review the agenda for the meeting this date.

**16. Election of Board Officers**

**Kevin Gross, Chair**

Mr. Gross stated the proposal from the Executive Committee is to retain the current officers for the next year, which are Mr. Gross, Chair; Mr. Roach, Vice-Chair; and Mr. Burrage, Secretary. Mr. Gross stated the committee felt with the arrival of Director Patton, keeping the Board leadership in place for one more year would be most beneficial to his first year. Mr. Gross stated he would, however, accept any motions for the Board leadership at this time.

**Motion:** Mr. Henke made a motion to elect the current officers for another year of service and Ms. Neal seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The current officers were elected into office for another year.

**17. New Business**

**Kevin Gross, Chair**

There was no new business discussed.

**18. Announcements**

**Kevin Gross, Chair**

There were no announcements at this time.

**19. Approval to Adjourn for Executive Session**

**David Cincotta, General Counsel**

- Discussion of Investigation Regarding Death of Offender Meldercus Johnson #378991
- Discussion of Investigation Regarding Death of Offender Mitchell Fondren #267434
- Discussion of Investigation and Possible Litigation Pertaining to Execution of Clayton Lockett #206409

Mr. Cincotta advised the next items on the agenda required a motion to adjourn the meeting for Executive Session to discuss several offender investigations and the investigation and possible litigation of the recent execution.

**Motion:** Mr. Roach made a motion to adjourn to Executive Session and Mr. Ware seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The adjournment to Executive Session was approved by majority vote and the Board adjourned at 1:34 p.m.

**20. Approval to Return from Executive Session**

**David Cincotta, General Counsel**

At 2:18 p.m., the Board returned from Executive Session. Mr. Cincotta advised the Board of the approval needed to return from Executive Session.

**Motion:** Mr. Henke made a motion to return from Executive Session and Mr. Ware seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The return was approved by majority vote and the Board resumed the meeting at 2:19 p.m.

**21. Adjournment**

**Kevin Gross, Chair**

There being no further business to come before the Board, Chair Gross requested a motion to adjourn the meeting.

**Motion:** Ms. Neal made a motion to adjourn the meeting and Mr. Burrage seconded the motion. The results of the

roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes; Mr. Ware – yes.

The adjournment was approved by majority vote and the meeting ended at 2:19 p.m.

Submitted to the Board of Corrections by:

\_\_\_\_\_  
Kimberley Owen, Minutes Clerk

\_\_\_\_\_  
Date

I hereby certify that these minutes were duly approved by the Board on the tenth day of July 2014 in which a quorum was present and voting.

Approved by:

\_\_\_\_\_  
B. Steve Burrage, Secretary of the Board

\_\_\_\_\_  
Date



Approval of Board Policy

Section-02 Information Management	P-020800	Page: 1	Effective Date: 07/17/2014
Guidelines for Research and Research-Related Activities	ACA Standards: 2-CO-IF-09, 2-CO-IF-10, 2-CO-1F-11, 2-CO-1F-15, 4-4108, 4-4111, 4-ACRS-7D-12, 4-APPFS-3D-35, 4-APPFS-3D-37		
Kevin J. Gross, Chair Oklahoma Board of Corrections			

## **Guidelines for Research and Research-Related Activities**

It is the policy of the Board of Corrections that the Oklahoma Department of Corrections promulgates guidelines for conducting research and ensures research-related activities comply with state and federal guidelines for the use and dissemination of research findings. (2-CO-1F-10, 4-4111, 4-APPFS-3D-35)

### I. Purpose

#### A. Discussion

The agency supports and engages in a wide range of research activities relevant and applicable to its programs, services and operations. (2-CO-1F-10, 4-4108, 4-APPFS-3D-35)

Recognizing the value of research and the impact of research on correctional management, the Board of Corrections has established guidelines for conducting research and research-related activities including the publication and dissemination of the research. (2-CO-IF-09, 2-CO-1F-11, 4-4111, 4-4113, 4-ACRS-7D-12, 4-APPFS-3D-37)

#### B. Guidelines

The agency will ensure:

1. Research is well organized and conducted in a cost-effective manner; and
2. The rights of offenders and staff involved in research are protected. (2-CO-1F-15, 4-4111, 4-ACRS-7D-12, 4-APPFS-3D-37)

#### C. Use of Research

Research results will be used to analyze the agency's present activities and as a guideline for future decision-making and policy development.

### II. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy will require prior written approval from the Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-020800 entitled "Guidelines for Research and Research-Related Activities" dated September 30, 2013

Distribution: Policy and Operations Manual  
Department Website

<b>Section-08 Industries</b>	<b>P-080100</b>	<b>Page: 1</b>	<b>Effective Date: 07/17/2014</b>
<b>Mission and Management</b>	<b>ACA Standards: 2-CO-5A-01, 4-4107, 4-4451, 4-4452, 4-4453, 4-4454, 4-4455M, 4-4456, 4-4458, 4-4460, 4-4467, 4-4468, 4-4469</b>		
<b>Kevin J. Gross, Chair</b> <b>Oklahoma Board of Corrections</b>			

## **Mission and Management of Correctional Industries**

The Oklahoma Department of Corrections (DOC) correctional industries programs provide skills training and work opportunities for offenders in accordance with state statutes. (4-4456) Oklahoma correctional industries programs contribute to reducing, both directly and indirectly, the cost of incarceration.

For the purpose of this policy, the following terms shall apply:

Oklahoma Correctional Industries is the official title of the correctional industries program responsible for the production of manufactured products and services. Agri-Services is the official title of the correctional industries program responsible for the production of agricultural products. "Correctional industries" is inclusive of both programs.

The term "offender" will apply to anyone under the authority, custody or care of a prison or a community-based facility operated by or contracted with the Oklahoma Department of Corrections.

### **I. Correctional Industries Programs**

The primary mission of correctional industries is to maintain a self-sufficient organization that addresses and encompasses best practices to improve offender successful reentry. (2-CO-5A-01, 4-4458)

#### **A. Industries Goals**

1. To provide offenders with the opportunity to develop job skills and work ethics as a means of improving employability after release. (4-4451) (The workday for those offenders assigned shall approximate that of the community. (4-4454)
2. To maintain cost effective operations that provide constructive work opportunities and support the development of work ethics for a maximum number of offenders. (4-4452)
3. To reduce the direct and indirect cost of incarceration through the production of necessary goods and services required by the state correctional system at a competitive price.
4. To generate revenues sufficient to continue the growth of the organization.

## B. Operations

The operational and business plans shall be reviewed on an annual basis and updated as necessary. Plans will address the following:

1. The written operational plans shall address the efficient and effective operational management of industries programs, ensuring that all required safety and environmental standards are met. (4-4455M)
2. The written business plan shall address subject matter including, but not limited to, the following: planned new product and/or service introductions; development and/or expansion of physical and human resources; an overview of the industries revolving fund cash flow; planned private partnership growth, current and anticipated revenue growth rates; and offender employment rates. (4-4458)

## C. Establishment of Industries

Correctional industries staff consult periodically with peers in the private and public sectors to develop products and/or services and related job skills that are relevant to current employment demand. (4-4453, 4-4467, 4-4468, 4-4469) New correctional industries operations, products and/or services will meet the mission of correctional industries as stated in the policy.

## D. Long-Range Planning and Evaluation

Each correctional industries program is responsible for the establishment of a written long-range plan. Plans will be updated annually and submitted to the affected division manager for approval approximately 60 days prior to the effective date of the plan. (4-4107)

## II. Private Sector Prison Industries

Correctional industries shall recruit within the private sector for the purpose of establishing operations at state owned or privately owned correctional facilities. The purpose of such industry operations will be to provide skills training and work opportunities for offenders.

Appropriate DOC staff members will be consulted and utilized in the establishment of private sector prison industry operations. The Prison Industry Enhancement Certification Program Guidelines (as published in the Federal Register, April 7, 1999, Volume 64, Number 66, pages 17000-17014) must be followed by any private entity desiring to establish an industry which utilizes offender labor. Private sector prison industry operations will also adhere to [OP-080201](#) entitled "Private Sector Correctional Industry Standards."

A. Private Sector Prison Industries Goals

1. Offender participation in private sector prison industry programs (PIECP) will provide offenders the opportunity to contribute financially to incarceration costs, victim compensation funds, offender savings accounts, family support and provide funds for personal use.
2. Programs will also provide offenders with the opportunity to develop skills training and work ethics as a means of improving employability after release. (4-4451)

B. Contract Approval

Contracts for the establishment of private sector prison industries, at private prisons or state owned correctional facilities, will be submitted to the Oklahoma Board of Corrections for approval.

III. References

OP-080201 entitled "Private Sector Correctional Industry Standards"

57 OS § 504.(b)(2), 549-549.2

PIECP Guidelines

IV. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-080100 entitled "Mission and Management of Correctional Industries" dated January 14, 2014

Distribution: Policy and Operations Manual  
Department Website

Section-11 Personnel	P-110300	Page: 1	Effective Date: 07/17/2014
Drug Free Workplace	ACA Standards: 2-CO-1C-20, 4-4063, 4-ACRS-7C-02, 4-APPFS-3C-01		
Kevin J. Gross, Chair Oklahoma Board of Corrections _____			

## Drug Free Workplace Program

### I. Establishment of a Drug Free Workplace Program

The Oklahoma Department of Corrections has established a drug free workplace program which, through commitment of appropriate resources and adoption of a “zero tolerance” standard, will advance the mission of the agency to protect the public, the employees, and the offenders. (2-CO-1C-20, 4-4063, 4-ACRS-7C-02, 4-APPFS-3C-01)

The use of controlled substances and alcohol by employees jeopardizes the agency’s ability to accomplish its mission in that such use may serve to: diminish alertness, response time, and sound decision making; increase accidents and the use of sick leave, and adversely affect the general health and well being of employees; decrease productivity, efficiency, and effectiveness in the performance of duties; and compromise the agency’s position with the public and the offenders as role models, law enforcement personnel, and public servants.

The agency has established and maintains a program in support of a drug and alcohol free workplace that promotes a safer and healthier workplace, and holds employees accountable to high professional standards for work and conduct.

The requirement to be drug and alcohol free extends to all employees in that each employee contributes to the achievement of the agency’s mission; any failure to achieve the mission may place the safety of the public, the employees, and the offenders in jeopardy.

### II. References

O.S. 40 § 551 et seq

### III. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-110300 entitled “Drug Free Workplace

<b>Section-11 Personnel</b>	<b>P-110300</b>	<b>Page: 2</b>	<b>Effective Date: 07/17/2014</b>
-----------------------------	-----------------	----------------	-----------------------------------

Program" dated September 30, 2013

Distribution: Policy and Operations Manuals  
Department Website

Section-14 Health Services	P-140100	Page: 1	Effective Date: 07/17/2014
Offender Medical, Mental Health and Dental Care	ACA Standards: 2-CO-4E-01, 4-4345, 4-4346, 4-4348, 4-4351M, 4-4359M, 4-4365M, 4-4367, 4-4368M, 4-4378M, 4-4382M, 4-4396M, 4-ACRS-4C-01M, 4-ACRS-4C-03M, 4-ACRS-4C-04M, 4-ACRS-4C-11, 4-ACRS-4C-12, 4-ACRS-4C-15, 4-ACRS-4C-18, 4-ACRS-4C-22, 4-ACRS-7B-02M		
Kevin J. Gross, Chair Oklahoma Board of Corrections			

## Offender Medical, Mental Health and Dental Care

### I. Medical, Mental Health and Dental Care

The Oklahoma Department of Corrections (DOC) has established written standards for the delivery, maintenance, and improvement of medical, mental health, and dental care services for offenders. (2-CO-4E-01) The term “healthcare” encompasses all three disciplines for standards of healthcare services.

#### A. Purpose

The purposes of health standards are to:

1. Provide constitutionally required health care for offenders;
2. Coordinate and standardize health care delivery in each facility; and
3. Enable offenders to obtain specialized health care when constitutionally required.

#### B. Definition

Healthcare is defined as the summary of all action taken, that is preventative and therapeutic, to provide for the physical and mental well-being of the offender population. Such care includes medical, dental and mental health services, nursing, personal hygiene, dietary services and health education. (4-ACRS-4C-01M, 4-ACRS-4C-11, 4-ACRS-4C-15)

### II. Compliance with Licensure Requirements

All clinical staff employed by the department for the purpose of providing offender health care services will be licensed, certified or registered as required by Oklahoma state licensing laws and regulations. (2-CO-4E-01, 4-4368M, 4-4382M, 4-ACRS-4C-18, 4-ACRS-7B-02M)

### III. Standards for Provision of Health Services (2-CO-4E-01)

Appropriate healthcare will be provided as required by the United States and Oklahoma constitutions to all offenders in the custody of the Oklahoma

Department of Corrections facilities. Services will be provided in an equitable manner. Qualified health care professionals will be available to serve offenders' needs and provide medical referrals as appropriate.

A. Chronic, Convalescent and Infirmary Care (4-4359M)

Chronic, convalescent and infirmary care will be provided at designated facilities.

1. Facility infirmaries will be operated 24 hours a day for the purpose of providing skilled nursing care, chronic and convalescent care and special housing of offenders who do not need hospitalization as designated by the medical authority .
2. Offenders that cannot be appropriately cared for within a DOC facility will be transferred to another appropriate medical facility equipped to provide the necessary service. (4-4348)

B. Routine Health Care (4-4346, 4-ACRS-4C-01)

1. Offenders can initiate requests for health services on a daily basis. Sick call requests will be triaged daily by qualified healthcare professionals and clinic appointments will be scheduled utilizing a priority system. Clinical services in a clinical setting are available to offenders at least five days a week and are performed by qualified healthcare professionals.
2. Community corrections centers will provide health care services on site or at a designated nearby DOC facility.

C. Emergency Care (4-4351M, 4-ACRS-4C-03M)

Emergency services will be available to all offenders 24 hours per day, seven days per week.

D. Pharmaceutical Services (4-4378M, 4-ACRS-4C-12)

Appropriate management of pharmaceutical services will be available to all offenders.

1. A formulary will be available and utilized for offender pharmaceuticals.
2. A formalized process will be established for obtaining non-formulary medications.
3. Facilities will provide secure storage and daily inventory of all controlled substances, syringes and needles.

4. The proper management of pharmaceuticals is administered in accordance with state and federal law.

IV. Cost of Health Care (4-4345)

The agency has established guidelines for offender health care co-payments. Upon their initial arrival, offenders are advised of the co-payment and are not refused health care because of their financial status.

V. Healthcare Records (2-CO-4E-01)

A. Health Assessments

A health assessment is completed on each offender upon reception into the system, periodically as required by the offender's health status and age and as appropriate upon transfer between facilities. (4-4365M, 4-4367, 4-ACRS-4C-04M)

B. Healthcare Records

The Oklahoma Department of Corrections will maintain comprehensive, confidential healthcare records regarding all health care services provided to offenders. (4-4396M, 4-ACRS-4C-22)

VI. References

57 O.S. § 504 (b) (1)

The 8<sup>th</sup> Amendment to the United States Constitution

Section 9 of Article 2 of the Oklahoma Constitution

VII. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-140100 entitled "Offender Medical, Mental Health and Dental Care" dated January 14, 2014

Distribution: Policy and Operations Manual  
Department Website



Approval of Board Resolution

Oklahoma Board of Corrections

# Resolution

**WHEREAS**, the Oklahoma Department of Corrections is privileged to have a group of men and women who are trained professionals and who serve valiantly to ensure supervision and accountability of probation and parole offenders in communities across the state of Oklahoma; and

**WHEREAS**, the Oklahoma Department of Corrections is fortunate to have nearly 300 probation and parole officers who are dedicated and committed to carrying out the agency's mission in a professional manner; and

**WHEREAS**, each year one probation and parole officer is selected as the outstanding officer for his or her district; and

**WHEREAS**, the district officers are interviewed and the Oklahoma Department of Corrections selects an Agency Probation and Parole Officer of the Year who exemplifies the highest standards of professionalism in "Protecting the Public, the Employee, and the Offender"; therefore, be it

**RESOLVED**, that the Oklahoma Board of Corrections does hereby announce and proclaim to all its recognition of **Tamika L. Ross**, Probation and Parole Officer III, Tulsa County District Community Corrections, as the **2013 Agency Probation and Parole Officer of the Year**.

**ADOPTED** this tenth day of July, 2014.

---

Kevin J. Gross, Chair

---

Michael W. Roach, Vice-Chair

---

Steve Burrage, Secretary

---

Gene Haynes, Member

---

Frazier Henke, Member

---

Linda K. Neal, Member

---

Earnest D. Ware, Member



Budget Update

Department of Corrections  
FY-14 Budget Activity Report  
as of May 31, 2014

**Department of Corrections**  
**FY-14 Summary of Budget Projections**  
**as of May 31, 2014**

FY2014 Budget Work Program

Appropriated	\$	484,443,633
200 Fund	\$	18,772,094
205 Fund	\$	10,335,595
Total - BWP	\$	513,551,322 *

*\* Excludes Prison Industries and Community Sentencing and Federal funds.*

Y-T-D Expenditures	\$	(433,573,577)
Appropriated	\$	(424,697,251)
200 Fund FY 14	\$	(6,209,395)
205 Fund FY 14	\$	(2,666,931)
Encumbrances	\$	(42,224,576)
Committed	\$	(1,097,150)
Remaining Payroll	\$	(23,163,005)
<b>Available Balance</b>	<b>\$</b>	<b>13,493,014</b>

**Department of Corrections**  
**Appropriated Operating Funds**  
**As of 5/31/2014**

Budgeted	\$	484,443,633
Expenditures Y-T-D	\$	(424,697,251)
Encumbrance Y-T-D	\$	(31,377,445)
Total Committed Y-T-D	\$	<u>(275,327)</u>
Available Balance	\$	28,093,610
Less:		
Payroll	\$	(23,163,005)
Available Balance	\$	4,930,605

**Department of Corrections**  
**200 Revolving Fund Summary**  
**As of 5/31/2014**

Beginning Cash Balance 07/01/2013	\$	8,847,121
Revenue Received Y-T-D	\$	13,371,506
Expenditures Y-T-D	\$	(21,949,606)
Adjustments Y-T-D	\$	(1,169)
Ending Balance 5/31/2014	\$	267,852

Description of Fund:

Revolving fund that uses revenues in conjunction with appropriated funds to maintain the Department's operating budget. Revenue comes from a variety of sources:

**Program Support**

Offenders on work release give up to 50% of their net pay or the per diem rate, whichever comes first to supplement the cost of their incarceration.

**Probation & Parole Fees**

Probationers & Parolees pay a court ordered supervision fee of up to \$40.00 a month. The fee is used toward probation officers' salaries.

**Medical Co pays**

Inmates are required to pay a co pay of \$2.00 for medical treatment

**Prisoner Public Work Crews**

Facilities receive payment from federal, state, and local government entities for inmate labor, officer supervision when applicable, and transportation charges.

**State Criminal Alien Assistance Funding**

Federal Funds for the reimbursement of expenses for incarcerated aliens

**Other Reimbursed Amounts**

Funds from overpayments, returns, copies, FEMA, GPS, Private Prison monitoring (Non Oklahoma used facilities) and other miscellaneous reimbursements.

Misc. - Vendors, Copies, Notary, Rent, Sales, Refunds etc.

**Department of Corrections**  
**205 Revolving Fund Summary**  
**As of 5/31/2014**

Beginning Cash Balance 07/01/2013	\$	1,100,947
Revenue Received Y-T-D	\$	5,445,227
Expenditures Y-T-D	\$	(6,054,945)
Adjustments Y-T-D		
Ending Balance 5/31/2014	\$	<hr/> 491,229

Description of Fund:

Funds are generated through Canteen sales and a portion of telephone revenues, along with other miscellaneous sources (i.e. vending machines and crafts). This revenue provides funding for Offender and Staff needs, maintains the canteens and Offender Banking System.

**Department of Corrections**  
**280 Revolving Fund Summary**  
**As of 5/31/2014**

Beginning Cash Balance 07/01/2013	\$	4,307,972
Revenue Received Y-T-D	\$	23,011,311
Expenditures Y-T-D	\$	(21,895,917)
Adjustments Y-T-D	\$	(4,751)
Ending Balance 5/31/2014	\$	<u>5,418,615</u>

Description of Fund

Revenue received from Manufactured and Agricultural goods and services for services for use by the department, other State Agencies and for sale to other not-for-profit entities. Funds received from sale of products are used for labor costs and materials.

Oklahoma Department of Corrections  
**FY 2014 Appropriated Operating Budget through May 2014**

Account Code	Budgeted	Expenditures	Encumbered	Pre-Encumbered	Total Committed	Available Balance
11,12,13 Payroll	\$ 253,476,335.00	\$ 228,794,235.85	\$ 1,319,360.21		\$ 230,113,596.06	\$ 23,362,738.94
15 Professional Services	127,605,368.00	106,148,894.22	18,059,264.67	1,332.00	124,209,490.89	3,395,877.11
17 Moving Expenses						
19 Inter/Intra Agency Payments	60,000.00	38,480.69	21,519.31		60,000.00	
2,1, 22 Travel	1,069,154.00	898,158.34	263,977.26		1,162,135.60	(92,981.60)
31 Misc. Admin. Expenses	13,643,671.00	11,978,386.60	2,106,952.15		14,085,338.75	(441,667.75)
32 Rent	3,355,510.00	2,765,455.84	266,915.38		3,032,371.22	323,138.78
33 Maintenance and Repair	8,926,391.00	5,325,326.26	550,312.97	40,114.46	5,915,753.69	3,010,637.31
34 Specialized Supplies and Materials	33,419,775.00	28,735,226.67	3,018,597.35		31,753,824.02	1,665,950.98
35 Production, Safety and Security	2,126,457.00	2,027,839.93	715,601.20		2,743,441.13	(616,984.13)
36 General Operating Expenses	1,327,305.00	634,524.09	112,770.91		747,295.00	580,010.00
37 Shop Expense	1,292,840.00	1,217,640.46	327,000.37		1,544,640.83	(251,800.83)
41 Furniture and Equipment	3,042,103.00	1,608,046.39	767,237.00	229,880.00	2,605,163.39	436,939.61
42 Library Equipment and Resources	177,492.00	26,458.44	1,633.05		28,091.49	149,400.51
43 Lease Purchases	2,300,100.00	2,103,984.34	196,276.80		2,300,261.14	(161.14)
44 Livestock - Poultry		59,750.00			59,750.00	(59,750.00)
45,46,47 Building, Construction and Renovation	338,597.00	240,916.74	113,982.00		354,898.74	(16,301.74)
48 Debt Service	3,001,800.00	2,739,409.22	259,081.46		2,998,490.68	3,309.32
51 Offender Pay and Health Services	3,275,031.00	2,624,431.51	434,082.67		3,058,514.18	216,516.82
52 Tuitions, Awards and Incentives	1,500.00	43,288.19	2,844.63		46,132.82	(44,632.82)
53 Refunds and Restitutions	118,000.00	122,997.77			122,997.77	(4,997.77)
54 Jail Backup, County Jails and Other	14,696,493.00	15,902,017.00	18,529.00		15,920,546.00	(1,224,053.00)
55,59 Assistance Payments to Agencies						
60 Authority Orders			2,806,590.59	4,000.03		
61 Loans, Taxes and Other Disbursements	50.00	3,036.94			2,810,590.62	(2,810,590.62)
62 Transfers - Out Sourced Health Care	9,174,035.00	8,805,621.30			3,036.94	(2,986.94)
64 Merchandise for Resale	2,015,626.00	1,853,123.90	14,916.00		8,805,621.30	368,413.70
TOTAL	\$ 484,443,633.00	\$ 424,697,250.69	\$ 31,377,444.98	\$ 275,326.49	\$ 456,350,022.16	\$ 28,093,610.84

Funding	Budgeted	Expenditures	Encumbered	Pre-Encumbered	Total Committed	Available Balance
19240 GRF - Duties	\$ 12,130,266.00	\$ 12,130,266.00			\$ 12,130,266.00	\$ -
19331 GRF - Carryover	7,712,565.00	7,712,565.00			7,712,565.00	-
19340 Duties	13,000,000.00	1,844,613.00	10,250,000.00		12,094,613.00	905,387.00
19430 GRF - Duties	443,731,068.00	395,140,072.69	21,127,444.98	275,326.49	416,542,844.16	27,188,223.84
57603 Duties	7,869,734.00	7,869,734.00			7,869,734.00	-
TOTAL	\$ 484,443,633.00	\$ 424,697,250.69	\$ 31,377,444.98	\$ 275,326.49	\$ 456,350,022.16	\$ 28,093,610.84
					Remaining Payroll	23,163,005.39
						4,930,605.45

**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Non- Appropriated Funds*  
*July 1, 2013 through May 31, 2014*

		200 Fund	205 Fund	280 Fund	Funds
<b>Revenue Revenues</b>					
<b>Code</b>	<b>Current:</b>				
331	Other Fines, Forfeits, Penalties	\$ 278,081.59	\$ -	\$ -	\$ 278,081.59
431	Rent from Land	50,486.62			50,486.62
520	Reimbursement for Administrative Expense	1,078,396.89			1,078,396.89
521	Reimbursement for Data Processing Expense	9,120.00			9,120.00
522	Reimbursement for Telecommunication Exp.				-
530	Reimbursement for Travel Expense	9,329.71			9,329.71
541	Reimbursement of Funds Spent	398,583.75			398,583.75
552	Reimbursement of Federal Payroll	1,296,642.00			1,296,642.00
556	Federal Funds from Other State Agency	47,600.54			47,600.54
581	Reimbursement for Funds Expended	1,443,078.53			1,443,078.53
711	Farm Products General			8,575,580.02	8,575,580.02
731	Laboratory and Medical Services	135,137.52			135,137.52
741	Canteen and Concession Income	9,252.00	2,945,227.02	12,785,734.73	15,740,213.75
791	Other Sales and Services	3,149.42		1,602,289.28	1,605,438.70
811	Offender Medical Co-pays and Judgments	3,149,549.06			3,149,549.06
821	Deposits by Patients and Offenders	5,370,358.77	2,500,000.00	47,707.34	7,918,066.11
836	Sale of Salvage	80,096.51			80,096.51
881	Purchase Card Payments	12,643.56			12,643.56
	<i>Total Revenues</i>	<u>13,371,506.47</u>	<u>5,445,227.02</u>	<u>23,011,311.37</u>	<u>41,828,044.86</u>
<b>Account Expenditures</b>					
<b>Code</b>	<b>Current:</b>				
11,12,13	Payroll		199,015.36	6,142,315.75	6,341,331.11
15	Professional Services	9,899,880.49	499,842.73	711,859.53	11,111,582.75
21, 22	Travel	4,616.30	15,550.00	49,646.87	69,813.17
31	Misc. Admin. Expenses	25,597.16	181,438.69	840,776.05	1,047,811.90
32	Rent	73,548.68	147,878.77	98,590.42	320,017.87
33	Maintenance and Repair	513,764.14	864,864.75	920,949.01	2,299,577.90
34	Specialized Supplies and Materials	181,143.52	1,831,242.27	551,119.96	2,563,505.75
35	Production, Safety and Security	311,801.36	50,138.71	493,023.26	854,963.33
36	General Operating Expenses	6,606.31	107,322.38	75,146.31	189,075.00
37	Shop Expense	219,893.67	31,550.12	1,451,617.26	1,703,061.05
41	Furniture and Equipment	939,112.24	859,364.03	833,498.37	2,631,974.64
42	Library Equipment and Resources		6,823.89	1,774.70	8,598.59
43	Lease Purchases				-
44	Livestock and Poultry	39,150.00			39,150.00
45	Land and Right-of-way	343,856.35	2,880.00		346,736.35
46	Building, Construction and Renovation	1,964,157.47	236,525.48	17,622.53	2,218,305.48
48	Debt Service				-
51	Offender Pay and Health Services			1,240,538.44	1,240,538.44
52	Tuitions, Awards and Incentives		3,632.81		3,632.81
53	Refunds and Restitutions	5,500.00		111.90	5,611.90
54	Jail Backup, County Jails and Other	6,075,473.35		664,740.00	6,740,213.35
55	Payment to Gov. Sub-Division				-
59	Assistance Payments to Agencies	458,309.53			458,309.53
61	Loans, Taxes and other Disbursements			235.63	235.63
62	Transfers - Out Sourced Health Care	876,183.34	1,016,875.31		1,893,058.65
64	Merchandise for Resale	11,011.48		7,802,350.68	7,813,362.16
	<i>Total Expenditures</i>	<u>21,949,605.39</u>	<u>6,054,945.30</u>	<u>21,895,916.67</u>	<u>49,900,467.36</u>
	<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(8,578,098.92)</u>	<u>(609,718.28)</u>	<u>1,115,394.70</u>	<u>(8,072,422.50)</u>
<b>Special and Extraordinary Items</b>					
	Carried Over Cash				-
	<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<i>Net Change in Fund Balances</i>	<u>(8,578,098.92)</u>	<u>(609,718.28)</u>	<u>1,115,394.70</u>	<u>(8,072,422.50)</u>
<b>Cash</b>					
	Beginning Cash Balance	8,847,120.53	1,100,946.95	4,307,971.83	14,256,039.31
	Revenue Received this Year	13,371,506.47	5,445,227.02	23,011,311.37	41,828,044.86
	Expenditures made this Year	(21,949,605.39)	(6,054,945.30)	(21,895,916.67)	(49,900,467.36)
	Beginning Change in Liabilities			(4,750.90)	(4,750.90)
	Transfers				-
	Adjustments	(1,169.43)			(1,169.43)
	<i>Ending Cash Balance</i>	<u>\$ 267,852.18</u>	<u>\$ 491,228.67</u>	<u>\$ 5,418,615.63</u>	<u>\$ 6,177,696.48</u>

**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Non- Appropriated Funds*  
*For the Month of May 2014*

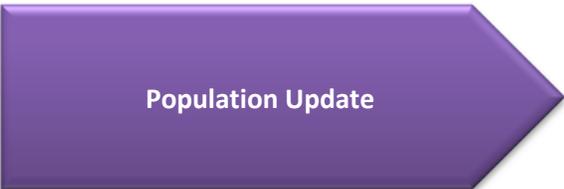
	200 Fund	205 Fund	280 Fund	Funds
<b>Revenue Revenues</b>				
<u>Code</u> Current:				
331 Other Fines, Forfeits, Penalties	\$ 24,784.31	\$ -	\$ -	\$ 24,784.31
431 Rent from Land	4,713.47			4,713.47
520 Reimbursement for Administrative Expense	56,091.20			56,091.20
521 Reimbursement for Data Processing Expense	950.00			950.00
522 Reimbursement for Telecommunication Exp.				-
530 Reimbursement for Travel Expense	2,564.31			2,564.31
541 Reimbursement of Funds Spent				-
552 Reimbursement of Federal Payroll				-
556 Federal Funds from Other State Agency				-
581 Reimbursement for Funds Expended				-
711 Farm Products General			741,467.31	741,467.31
731 Laboratory and Medical Services	12,248.67			12,248.67
741 Canteen and Concession Income	873.69	249,265.85	22,997.69	273,137.23
791 Other Sales and Services	507.46		1,587,574.28	1,588,081.74
811 Offender Medical Co-pays and Judgments	291,694.33			291,694.33
821 Deposits by Patients and Offenders	384,022.27	500,000.00	7,491.91	891,514.18
836 Sale of Salvage	1,103.58			1,103.58
881 Purchase Card Payments	590.52			590.52
<i>Total Revenues</i>	<u>780,143.81</u>	<u>749,265.85</u>	<u>2,359,531.19</u>	<u>3,888,940.85</u>
<b>Account Expenditures</b>				
<u>Code</u> Current:				
11,12,13 Payroll		199,015.36	583,054.99	782,070.35
15 Professional Services	370,111.22	173,152.88	24,126.23	567,390.33
21, 22 Travel			5,612.58	5,612.58
31 Misc. Admin. Expenses	3,140.30	9,427.08	63,300.72	75,868.10
32 Rent	2,726.18	18,038.61	644.89	21,409.68
33 Maintenance and Repair	1,827.54	29,377.63	42,423.33	73,628.50
34 Specialized Supplies and Materials		445,004.74	34,239.03	479,243.77
35 Production, Safety and Security	68,259.29	1,322.81	55,657.95	125,240.05
36 General Operating Expenses		12,677.14	8,883.21	21,560.35
37 Shop Expense	104.85	3,273.42	102,118.87	105,497.14
41 Furniture and Equipment	10,609.00	11,760.84	8,128.50	30,498.34
42 Library Equipment and Resources		957.53		957.53
43 Lease Purchases				-
44 Livestock and Poultry				-
45 Land and Right-of-way	2,280.51			2,280.51
46 Building, Construction and Renovation	113,048.15			113,048.15
48 Debt Service				-
51 Offender Pay and Health Services			122,614.12	122,614.12
52 Tuitions, Awards and Incentives		58.00		58.00
53 Refunds and Restitutions	5,500.00			5,500.00
54 Jail Backup, County Jails and Other	224,748.00		664,740.00	889,488.00
55 Payment to Gov. Sub-Division				-
59 Assistance Payments to Agencies	82,062.21			82,062.21
61 Loans, Taxes and other Disbursements			127.35	127.35
62 Transfers - Out Sourced Health Care	23,651.59	634,550.70		658,202.29
64 Merchandise for Resale	590.52		1,277,635.92	1,278,226.44
<i>Total Expenditures</i>	<u>908,659.36</u>	<u>1,538,616.74</u>	<u>2,993,307.69</u>	<u>5,440,583.79</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(128,515.55)</u>	<u>(789,350.89)</u>	<u>(633,776.50)</u>	<u>(1,551,642.94)</u>
<b>Special and Extraordinary Items</b>				
Carried Over Cash				-
<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	(128,515.55)	(789,350.89)	(633,776.50)	(1,551,642.94)
<b>Cash</b>				
Beginning Cash Balance	501,562.42	1,284,549.31	6,062,941.72	7,849,053.45
Revenue Received this Month	780,143.81	749,265.85	2,359,531.19	3,888,940.85
Expenditures made this Month	(908,659.36)	(1,538,616.74)	(2,993,307.69)	(5,440,583.79)
Beginning Change in Liabilities	(104,899.40)	(3,969.75)	(10,549.59)	(119,418.74)
Transfers				-
Adjustments	(295.29)			(295.29)
<i>Ending Cash Balance</i>	<u>\$ 267,852.18</u>	<u>\$ 491,228.67</u>	<u>\$ 5,418,615.63</u>	<u>\$ 6,177,696.48</u>

**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Federal Funding*  
*July 1, 2013 through May 31, 2014*

Revenue	Revenues	410 Fund	430 Fund	490 Fund	Funds
Code	Current:				
556	Federal Funds Rec'd from Non-Gov. Ag.	\$ 465,915.85	\$ 469,111.98	\$ -	\$ 935,027.83
561	Private Grants and Donations for Opns.	-	704,904.18	(115,959.08)	588,945.10
581	Reimbursements	-	37,437.37	-	37,437.37
	<i>Total Revenues</i>	<u>465,915.85</u>	<u>1,211,453.53</u>	<u>(115,959.08)</u>	<u>1,561,410.30</u>
Account	<b>Expenditures</b>				
Code	Current:				
11,12,13	Payroll	-	-	-	-
15	Professional Services	313,930.67	734,203.00	427,580.75	1,475,714.42
21, 22	Travel	16,377.36	353.80	-	16,731.16
31	Misc. Admin. Expenses	415.11	4,822.39	-	5,237.50
32	Rent	14,063.08	-	-	14,063.08
33	Maintenance and Repair	32,954.44	-	-	32,954.44
34	Specialized Supplies and Materials	-	1,989.17	-	1,989.17
35	Production, Safety and Security	-	-	-	-
36	General Operating Expenses	75,016.42	3,633.03	-	78,649.45
37	Shop Expense	-	1,748.64	-	1,748.64
41	Furniture and Equipment	211,803.53	-	-	211,803.53
42	Library Equipment and Resources	1,046.88	-	-	1,046.88
43	Lease Purchases	-	-	-	-
44	Livestock and Poultry	-	-	-	-
45	Land and Right-of-way	-	-	-	-
46	Building, Construction and Renovation	-	-	-	-
48	Debt Service	-	-	-	-
51	Offender Pay and Health Services	-	-	-	-
52	Tuitions, Awards and Incentives	-	-	-	-
53	Refunds and Restitutions	-	-	-	-
54	Jail Backup, County Jails and Other	-	44,998.35	-	44,998.35
55	Payment to Gov. Sub-Division	-	-	-	-
59	Assistance Payments to Agencies	-	230,239.49	431.66	230,671.15
61	Loans, Taxes and Other Disbursements	-	-	-	-
62	Transfers - Out Sourced Health Care	-	-	-	-
64	Merchandise for Resale	-	-	-	-
	<i>Total Expenditures</i>	<u>665,607.49</u>	<u>1,021,987.87</u>	<u>428,012.41</u>	<u>2,115,607.77</u>
	<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(199,691.64)</u>	<u>189,465.66</u>	<u>(543,971.49)</u>	<u>(554,197.47)</u>
	<b>Special and Extraordinary Items</b>				
	Carried Over Cash	-	-	-	-
	<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<i>Net Change in Fund Balances</i>	(199,691.64)	189,465.66	(543,971.49)	(554,197.47)
	<b>Cash</b>				
	Beginning Cash Balance	482,837.97	250,472.95	543,971.49	1,277,282.41
	Revenue Received this Year	465,915.85	1,211,453.53	(115,959.08)	1,561,410.30
	Expenditures made this Year	(665,607.49)	(1,021,987.87)	(428,012.41)	(2,115,607.77)
	Beginning Change in Liabilities	-	-	-	-
	Transfers	-	-	-	-
	Adjustments	-	-	-	-
	<i>Ending Cash Balance</i>	<u>\$ 283,146.33</u>	<u>\$ 439,938.61</u>	<u>\$ -</u>	<u>\$ 723,084.94</u>

**Oklahoma Department of Corrections**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Federal Funding*  
*For the Month of May 2014*

Revenue	410 Fund	430 Fund	490 Fund	Funds
<b>Revenues</b>				
Code Current:				
556 Federal Funds Rec'd from Non-Gov. Ag.	\$ -	\$ -	\$ -	\$ -
561 Private Grants and Donations for Opns.	-	17,612.95	-	17,612.95
581 Reimbursements	-	-	-	-
<i>Total Revenues</i>	<u>-</u>	<u>17,612.95</u>	<u>-</u>	<u>17,612.95</u>
<b>Account Expenditures</b>				
Code Current:				
11,12,13 Payroll	-	-	-	-
15 Professional Services	-	-	-	-
21, 22 Travel	1,264.95	353.80	-	1,618.75
31 Misc. Admin. Expenses	-	2,160.46	-	2,160.46
32 Rent	3,841.50	-	-	3,841.50
33 Maintenance and Repair	2,639.25	-	-	2,639.25
34 Specialized Supplies and Materials	-	875.00	-	875.00
35 Production, Safety and Security	-	-	-	-
36 General Operating Expenses	12,462.90	-	-	12,462.90
37 Shop Expense	-	1,748.64	-	1,748.64
41 Furniture and Equipment	155,261.00	-	-	155,261.00
42 Library Equipment and Resources	-	-	-	-
43 Lease Purchases	-	-	-	-
44 Livestock and Poultry	-	-	-	-
45 Land and Right-of-way	-	-	-	-
46 Building, Construction and Renovation	-	-	-	-
48 Debt Service	-	-	-	-
51 Offender Pay and Health Services	-	-	-	-
52 Tuitions, Awards and Incentives	-	-	-	-
53 Refunds and Restitutions	-	-	-	-
54 Jail Backup, County Jails and Other	-	11,086.15	-	11,086.15
55 Payment to Gov. Sub-Division	-	-	-	-
59 Assistance Payments to Agencies	-	16,225.06	-	16,225.06
61 Loans, Taxes and Other Disbursements	-	-	-	-
62 Transfers - Out Sourced Health Care	-	-	-	-
64 Merchandise for Resale	-	-	-	-
<i>Total Expenditures</i>	<u>175,469.60</u>	<u>32,449.11</u>	<u>-</u>	<u>207,918.71</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(175,469.60)</u>	<u>(14,836.16)</u>	<u>-</u>	<u>(190,305.76)</u>
<b>Special and Extraordinary Items</b>				
Carried Over Cash	-	-	-	-
<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	<u>(175,469.60)</u>	<u>(14,836.16)</u>	<u>-</u>	<u>(190,305.76)</u>
<b>Cash</b>				
Beginning Cash Balance	458,615.93	454,774.77	-	913,390.70
Revenue Received this Month	-	17,612.95	-	17,612.95
Expenditures made this Month	(175,469.60)	(32,449.11)	-	(207,918.71)
Beginning Change in Liabilities	-	-	-	-
Transfers	-	-	-	-
Adjustments	-	-	-	-
<i>Ending Cash Balance</i>	<u>\$ 283,146.33</u>	<u>\$ 439,938.61</u>	<u>\$ -</u>	<u>\$ 723,084.94</u>



Population Update

## Population Update

### Population Information as of May 30, 2014 Compared to May 31, 2013

Total System Offender Population	Females	Males	Total
Current Population	2,954	25,036	27,990
Population Last Year	2,666	23,844	26,510
Change from last year	288	1,192	1,480

DOC Facilities	Females	Males	Total
Current Population	2,402	16,697	19,099
Population Last Year	2,174	15,763	17,937
Change	228	934	1,162

Private Prisons	Females	Males	Total
Current Population	0	5,824	5,824
Population Last Year	0	5,453	5,453
Change	0	371	371

County Jail Contracts	Females	Males	Total
Current Population	0	575	575
Population Last Year	0	611	611
Change	0	(36)	(36)

Halfway Houses	Females	Males	Total
Current Population	301	962	1,263
Population Last Year	270	885	1,155
Change	31	77	108

Out Count	Females	Males	Total
Current Population	52	576	628
Population Last Year	37	638	675
Change	15	(62)	(47)

GPS	Females	Males	Total
Current Population	199	384	583
Population Last Year	185	477	662
Change	14	(93)	(79)

EMP	Females	Males	Total
Current Population	0	17	17
Population Last Year	0	16	16
Change	0	1	1

PPCS	Females	Males	Total
Current Population	0	1	1
Population Last Year	0	1	1
Change	0	0	0

Probation Supervision	Females	Males	Total
Current Population	5,152	16,340	21,492
Population Last Year	4,903	16,123	21,026
Change	249	217	466

Parole Supervision	Females	Males	Total
Current Population	478	2,706	3,184
Population Last Year	491	2,513	3,004
Change	(13)	193	180

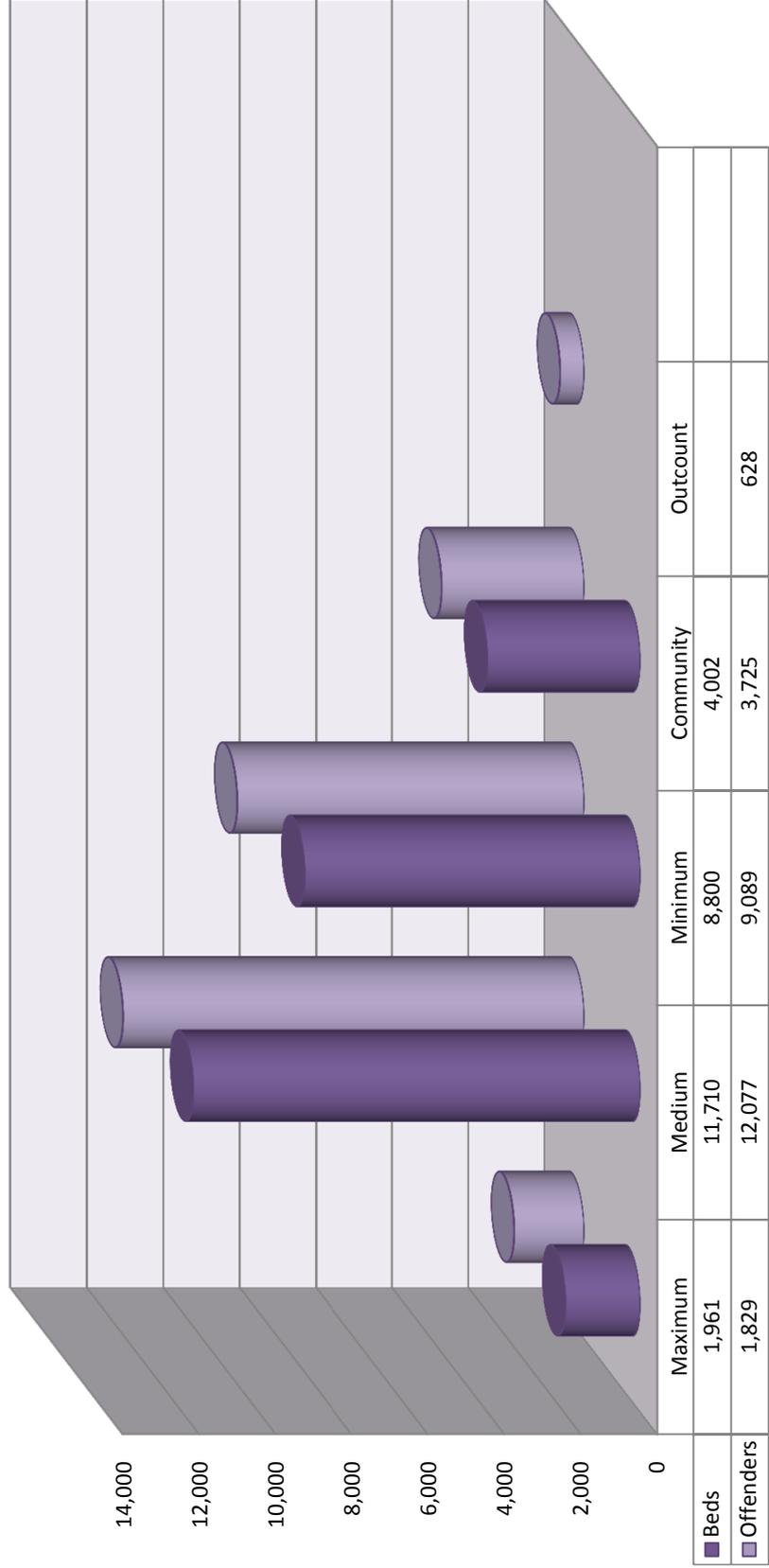
Total System Population	Females	Males	Total
Current System Population	8,584	44,082	52,666
Population Last Year	8,060	42,480	50,540
Change	524	1602	2126

County Jail Inmate Backup	Females	Males	Total
May 30, 2014	23	298	321
Population Last Year	194	1,503	1,697
Change	(171)	(1205)	(1,376)

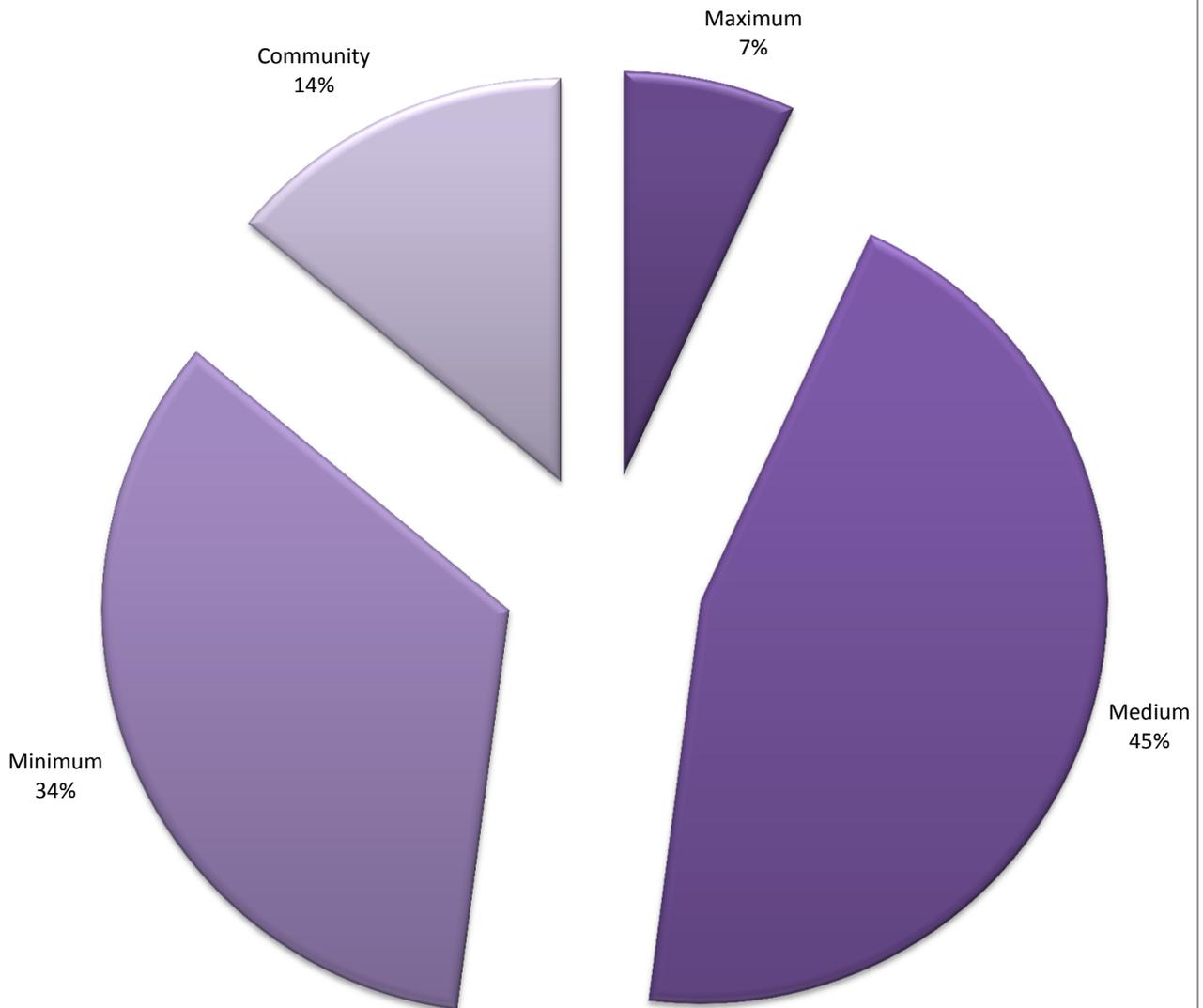
Pardon & Parole Board Results	Females	Males	Total
<b>Month: May 2014</b>			
Considered	23	307	330
Denied	10	182	192
Recommended	13	125	138
Percentage Recommended	56.52%	40.72%	41.82%

Governor's Actions	Females	Males	Total
<b>Month: May 2014</b>			
Reviewed	1	12	13
Approved	0	2	2
Denied	1	10	11
Percentage Approved	0.00%	16.67%	15.38%

# Offender and Bed Distribution May 30, 2014

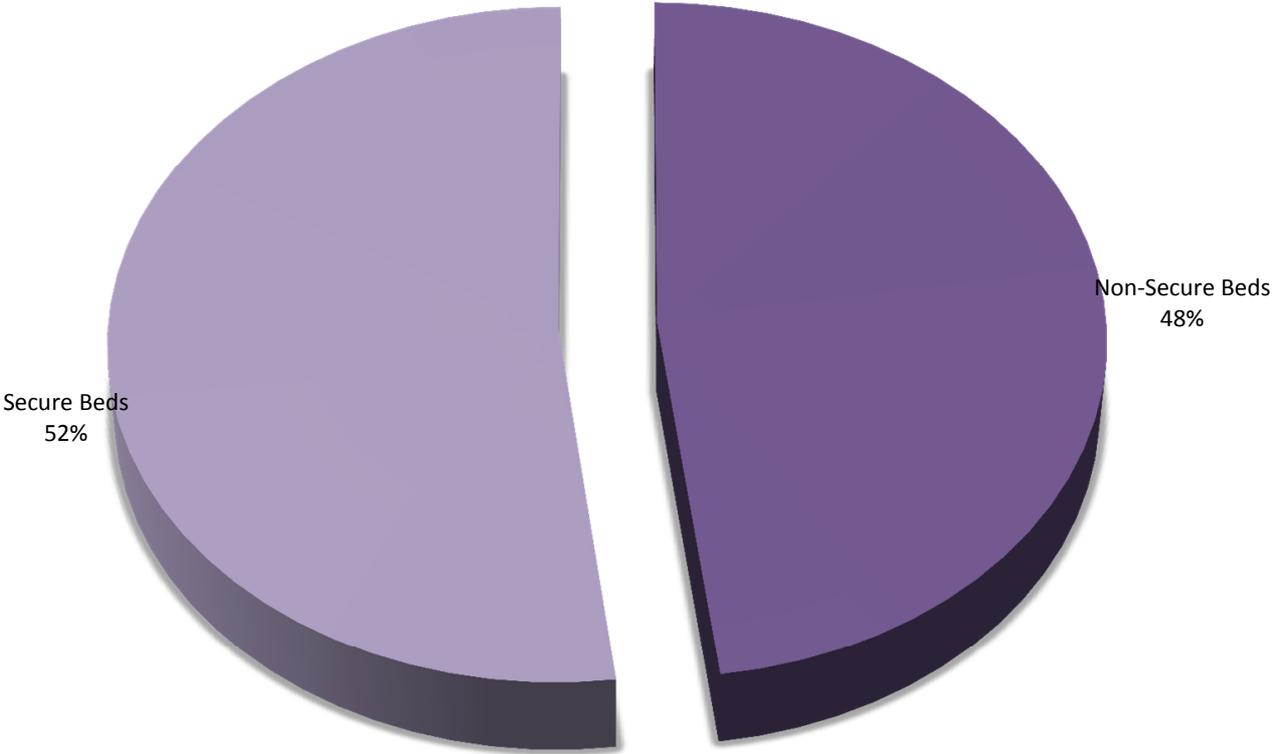


## Offender Distribution by Security Level May 30, 2014



# Percentage of Offenders in Secure and Non-Secure Beds

May 30, 2014



## Offenders in DOC Facilities v. Contract Facilities May 30, 2014

