



NORCOR CORRECTIONS FACILITIES

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NORCOR Board of Directors Minutes of the Board Meeting April 26, 2018

1.0 PRELIMINARY BUSINESS:

Quorum was determined and the Board Meeting was called to order on April 26, 2018 @ 11:00 AM by Tom McCoy, Chairman.

Present: Bryan Brandenburg- NORCOR Administrator **Board Members:** Tom McCoy- Sherman County Commissioner, NORCOR Board Chairman; Steve Shaffer- Gilliam County Judge, NORCOR Board Vice-Chairman; Bob Benton- Hood River County Commissioner; Molly Rogers- Wasco County Youth Services Director; Rod Runyon, Wasco County Commissioner; Lane Magill- Wasco County Sheriff (*alternate for Brad Lohrey- Sherman County Sheriff*)

Guests: Diana McDougale- NORCOR Attorney; Amber DeGrange Sherman County Juvenile Director; Jeff Justesen- NORCOR Detention Manager; Jim Patterson- Hood River Juvenile Department Director; Jim Patterson- Hood River County Juvenile Director; Tim Shechtel- NORCOR Community Resources Coalition Member; Gretchen Kinsey- NORCOR Community Resources Coalition Member; Teresa Hepker- NORCOR Community Resources Coalition Member; Dan Lindhorst- NORCOR Administrative Lieutenant; Marolyn Wilks- Citizen of The Dalles; Tyler Bean Kelly- Zion Lutheran Church Pastor; Mark Bailey- Bicoastal Media Program Director; Beverly Sherrill- Citizen of The Dalles; Connie Krummrich- NORCOR Community Resources Coalition Member; Brian Stovall- Wasco County Taxpayer; Tyler Stone- Wasco County Administrator; Juli Twidwell- NORCOR Finance Manager; Beth Anderson- NORCOR; MariRuth Petzing- ICS Attorney

Lane Magill moved to approve the Minutes of the February 15, 2018 Board Meeting, the February 26, 2018 Board Meeting, and the March 14, 2018 Board Meeting. Steve Shaffer seconded the motion. Tom McCoy asked if there was any further discussion and there was no further discussion offered. The motion passed, with four votes for the motion, and Wasco County casting a vote to oppose the motion to accept all three Board Minutes.

2.0 BUSINESS ITEMS:

- ***2.1 Public Comments/Questions –***

Tom McCoy opened up a five minute session for public comment or question. Marolyn Wilks, a retired teacher from The Dalles and a member of the newly named NORCOR Community Resources Coalition (NCRC), opened up the public comments by reading aloud a letter from the NCRC that was given to the NORCOR Administrator and to the NORCOR Board members regarding a request for partnership in finding creative ways to help fund NORCOR in an effort to eliminate the need for the ICE contract.

Connie Krummrich, also a member of the NCRC, read aloud a letter from the Interfaith Movement for Immigrant Justice (IMiRj) to the NORCOR Board Members regarding a request to have NORCOR reinstate in-person visitation. Connie pointed out that this letter to the Board has almost 800 signatures of people amongst the various associated church congregations who support this request. Connie also requested a copy of the letter that the four county Sheriffs had given to the Board which contained the reason for the Sheriffs' decision to not allow in-person visitation at NORCOR.

Brian Stovall, a taxpayer from Wasco County, requested that the minutes of the current Board Meetings be posted to the website with a notice that they are preliminary and pending approval since the Minutes of the Board Meetings are not posted to the website until after they have been approved at the next regularly scheduled Board Meeting. Brian pointed out that this would improve the continuity of what happens at NORCOR for the public.

MariRuth Petzing, an Immigration Counseling Service Attorney, noted her excitement that, as of April 2, NORCOR was no longer honoring ICE holds. Bryan clarified that the policy states that NORCOR is no longer honoring ICE holds for local detainees. MariRuth then asked if local detainees will be able to post bail. Bryan Brandenburg answered that they have always been able to post bail. MariRuth countered that they have previously been refused bail. Bryan answered that if these detainees have been under detention by Immigration then they cannot post bail but if they are someone local who has finished their sentence or posted bail, then they are free to leave; these local detainees are not kept for ICE to come down and do their hold on them. MariRuth reported that she has had numerous family members show up to post bail and they have been refused. Bryan noted that there have been numerous people where that is not the case. Bryan further noted that the original point that MariRuth had asked about was that NORCOR is not honoring detention requests from Immigration for any local detainee; ICE will have to come and arrest them out in the community or bring them down from Tacoma. MariRuth asked if a local arrestee will be able to post bail. Bryan answered that yes, they have always been able to post bail. MariRuth pointed out that this information was not true.

- **2.2 Budget Discussion- Board –**

Tom McCoy asked if anyone had any discussion or concerns about the Budget. Molly Rogers asked if this was about the FY 2018/2019 Budget or the current Budget. Tom noted that he assumed this was a time for discussing the FY 2018/2019 Budget since a Budget update on the current budget

appears later on the agenda. Tom noted that he did not hear any discussion on this business item and moved on to the next business item on the agenda.

- **2.3 Juvenile Audit Results/Recommendations- Jeff Justesen –**

Jeff Justesen gave a brief explanation that one of NORCOR's responses to the DRO Report was to contract with an independent auditor, Mel Brown and Associates, to conduct an audit of the Juvenile facility. Jeff noted that the auditors were here March 8-11 and were on-site for about 20-24 hours interviewing stakeholders, the youth, staff, and even some parents that were here to visit. Jeff then gave a brief overview of the lengthy report that resulted from the audit, hitting some of the highlights.

- Observations and Findings:

- NORCOR Administration and the Juvenile Director Oversight Committee (JDOC) acted quickly with their Action Plan to address areas of concern from the DRO Report, and that prior to Mel Brown and Associates being here, changes had already been occurring and were in place. The report also noted that Sarah Radcliffe, the author of the DRO Report, had made a subsequent visit after the DRO Report came out and had seen some of the changes and marked improvement that had already occurred.
- While there are no licensing or regulatory agencies, there are a number of inspections that occur at the facility regularly (i.e. Public Health, the Fire Marshal, Department of Corrections, ICE, Grand Jury, County Court, Oregon Youth Authority).
- The Programming offered exceeded what was characterized in the DRO Report.
- None of the people that were interviewed expressed any concern for the safety of the youth housed in this facility.

- Recommendations:

- A review of current and recommended policies with some technical assistance.
- For NORCOR Administration to develop a strategic plan with participation from stakeholders (which includes: staff, residents, parents, Juvenile Directors) to identify values, goals, a mission statement, and a philosophy that those policies would then aspire to.
- New staffing positions, as part of the overall strategic plan.
- Establishment of a Juvenile Services Executive Committee to assist with some budgetary things and policy issues.
- For the Juvenile Directors to have a vote on the NORCOR Board, and not just a seat on the Board.
- For NORCOR to come up with an annual review process, under some recommended standards, which includes being reviewed by an entity that is separate from NORCOR, in the absence of a state regulatory agency.

Tom McCoy asked if there were any questions for Jeff Justesen. Molly noted that there would be more information available during the Juvenile update.

- **2.4– NORCOR Update/Status/Budget- Bryan Brandenburg –**

- Bryan Brandenburg referred to the current budget financial document (FY 2017/2018) and asked if anyone had any questions about it. Tom McCoy asked how confident Bryan was that the Ending Fund Balance would be \$900,000 by the end of this fiscal year. Bryan noted that he seemed to be the only optimistic person in the room, but that his prediction is that the expenses will end up being a little bit less than had been projected and that the revenue will end up being a little more.
- Bryan presented the statistics that were included in the Board Packets. Tom McCoy asked if Wasco County had a significant number of juveniles somewhere else. Molly answered that all 5 of the current Wasco County juveniles were being housed at NORCOR. Recidivism was currently down to 61 percent and continuing to trend down.
- Bryan had met with MCMC executive staff to talk about the possibility of a 23-hour Crisis Respite Center and a 2 bed psychiatric hold, as well as a 16 bed in-patient substance abuse treatment program that is separate from the jail. Bryan reported that the discussion at that meeting had centered on how best to bring everyone to the table to best make this happen.
- Association of Counties (AOC) came to tour NORCOR with a group from Benton County, Linn County, and Tillamook County to look at doing the same thing that our counties have done in creating a 190 agreement, combining funding and resources, building a jail, and providing jail services. Rod Runyon noted that he, Lane Magill, and Molly Rogers were the three county representatives for that tour and that the tour was very well received by those counties.

Tom McCoy asked what the timeframe was for opening up a Crisis Respite facility outside the jail. Bryan Brandenburg answered that if everybody got to the table to actually work on and discuss this thing and who was going to do the RFP to pay for it then the work to refit the Work Release area would only take about six months. Molly Rogers noted that this is a very expensive piece for the community to take on even if members of the community want it. Molly added that the local Columbia Gorge Health Council is not necessarily interested in the mental health aspect but is more interested in the substance abuse piece and that discussions will take time since there is a price tag attached to it.

3.0 REPORTS AND DISCUSSION – ACTION THAT MAY BE REQUIRED:

- **3.1 Sheriff Board –**

Lane Magill reported that the Sheriffs met and that he did a random jail inspection the day of the meeting. Lane noted that he even talked with some inmates and that the feedback he received was good. Lane further reported that the Sheriffs discussed body scanners, and that he was asked to draft a letter requesting funding for a body scanner. Lane noted that a similar request was also submitted to Wasco County Finance, Wasco County Board of Commissioners, and the Budget Committee. Lane read the prepared letter requesting funding for a body scanner into the record.

Tom McCoy asked if anyone had any questions about the request for the funding of body scanners that had just been submitted. Bob Benton asked if there was a service contract that comes with the scanner. Lane Magill answered that there is a service contract, but he believed that it would be covered by the purchase price. Lane noted that he was filling in for Brad Lohrey, who had the packet of information with the details.

- **3.2 Juvenile Directors –**

Molly Rogers handed out a copy of the Action Plan that the JDOC have been following.

- Recommendations that were in the Independent Audit Review are going to be reviewed and prioritized at the next JDOC meeting and then brought back to the Board.
- The invoices from the Independent Audit have been submitted and the \$6,000 should be received in the future.
- One of the most highlighted recommendations from Mel Brown and Associates was the policy revision. The JDOC has developed a plan and a schedule to have those updated and signed off by the Directors and the Administration.
- The Intake Process has been revised and a Youth Manual has been developed; the staff have implemented a group class on Saturdays.
- Documentation is still being improved. Jeff Justesen has directed a few of the staff who are really good with documentation to create a guideline.
- Commissary rewards for the Youth had begun.
- The Level System had been implemented and has been going well.
- The Programming and the Education parts had not been focused on yet.
- The staff had been hooked up with Relias for training, and Jeff had made arrangements for some in-person staff training in July.
- Molly requested an addition to the agenda for the June Board meeting to address some of the Mel Brown and Associates recommendations.

Tom McCoy asked if there were any questions for Molly Rogers regarding the Juvenile Director update. There were none.

- **3.3 Legal Counsel –**

Diana McDougle had no report for the regular session of the Board Meeting.

- **3.4 Commissioners Comments –**

Rod Runyon commented that there should be some research on the Bylaws regarding the addition of a Juvenile Director vote on the Board.

Steve Shaffer apologized for not making it to the AOC visit and tour and thanked Commissioner Runyon for hosting the event.

Tom McCoy asked if there were any further comments or questions.

Brian Stovall asked what technology was utilized for the body scanner that funds are being requested for. Lane Magill answered that he did not know. Brian noted that it would be a good thing to look into.

- **3.5 Next Board Meeting –**

The next regular scheduled Board Meeting is scheduled for June 21, 2018 @ 10:00 AM.

- **3.6 Executive Session 192.660 (1) (h) –**The Board adjourned into Executive Session at 11:48 PM.

- **3.7 Return from Executive Session –** The Board returned from Executive Session at 12:24 PM.

Molly Rogers asked if there was anyone waiting in the hall that would like to come back into the meeting after the executive session. There was no one waiting to resume the meeting. Rod Runyon made a motion to continue with Diana McDougle as the NORCOR legal representative for NORCOR, noting that he does not recognize any conflict of interest and is happy with her representation. Bob Benton seconded the motion. There was no further discussion. The motion passed with unanimous approval.

Bryan Brandenburg made one final comment, noting that he no longer wants to go through the discussion of whether the juvenile facility will be shut down or not every year. Bryan pointed out that it is not right and it is not fair to the staff in the juvenile facility. Bryan asked that as the Board moves forward, they find a way to formally fund the facility to be able to avoid this discussion every year. Molly Rogers noted that the Juvenile Directors are putting together a grant to try to fund a case manager position for the Juvenile facility without any NORCOR dollars attached to it. Molly added that the Juvenile Directors, representing the counties, are not sitting back on their laurels and are thinking this through as well.

- **3.8 Adjournment:** The meeting was adjourned @ 12:28 PM.

Date

Tom McCoy, NORCOR Board Chair

Date

Beth Anderson, NORCOR

Respectfully submitted,
Beth Anderson, NORCOR