I. Opening

Chairman Richard Dugger called the meeting to order at 10:00 a.m. with a welcome to those attending.

Members present at roll call:

Richard Dugger, Pardon and Parole Board
Marcia Smith, Victim’s Representative
Scott Biggs, Oklahoma State Representative
Trent Baggett, Oklahoma District Attorney’s Council

Milton Gilliam, Ex-Officio

Calling of the roll reflected a quorum was present.

Guests:

Frank Mesarick, Deputy Compact Administrator
Patricia Isbell, Secretary V, Division of Community Corrections
Kristie Phillips, Division Training Manager

Milton Gilliam welcomed members and guests to the State Council. He introduced the following Community Corrections staff: Frank Mesarick, Patricia Isbell, and Kristie Phillips.

II. Approval of Agenda (Handout)

Richard Dugger asked if everyone had a copy of the meeting agenda and allowed time for a review. After asking if there were any questions or discussion of the agenda, Mr. Dugger asked for a motion to approve. Scott Biggs made a motion to approve the agenda; Marcia Smith seconded the motion. The agenda was approved as presented.

III. Approval of July 25, 2013 Minutes (Handout)

Minutes were reviewed and Richard Dugger asked for motion to approve. Motion was made by Scott Biggs and Marcia Smith seconded. The minutes were approved as presented.
IV. Probation and Parole Update (Handout)

1) A new Divisional Chart was in each packet for those attending. Milt Gilliam introduced Kristie Phillips, Divisional Training Manager and explained her new role Training. Ms. Phillips gave a brief description of the content and to whom the training would be directed towards.

2) The Division office is losing two (2) individuals but is in the process of hiring for those positions.

V. Interstate Updates (Handout)

1) There was a formal complaint from the state of Washington that Milt Gilliam gave details on. Regarding the issues surrounding this case, Trent Baggett said that the DAC is planning further training at their summer conference. Mr. Gilliam indicated that Washington will no longer pursue this complaint.

2) Mr. Gilliam stated that there continues to be issues with Retaking.

VI. Meeting Date for CY 2014

It was offered to the board by Mr. Gilliam, that the meetings held in 2014 continue to be on Fridays. They meet three (3) times a year and these are the dates suggested and voted on.

- January 24, 2014
- June 6, 2014
- October 3, 2014

Mr. Dugger asked for a motion, motion was made by Marcia Smith to accept these dates and Scott Biggs made the second. All were in favor. Mr. Gilliam will submit these dates to the Secretary of State by December 15, 2013.

VII. Interstate Commission for Adult Offender Supervision

An overview of the annual meeting was presented to the board by Mr. Gilliam. No election of new officers took place this meeting. Oklahoma City is the proud host of next year’s annual meeting. Mr. Dugger asked the board for volunteers with this event. The board was updated with the Rules and Rules Amendment Proposals and how they were voted on.

VIII. Old Business

No old business.

IX. New Business

No new business.

X. New Business Discussion

No discussions needed.
XI. Adjournment

With no further business before the council, Richard Dugger entertained a motion to adjourn. Motion was made by Marcia Smith and Scott Biggs seconded.

The meeting adjourned at 10:30 a.m.

Next meeting date is scheduled for January 24, 2014 at 10:00 a.m.

Submitted by: Patricia Isbell
Patricia Isbell, Secretary V

Approved by: Richard Dugger
Richard Dugger, Chairman

Date: 1-24-14