



## Governor's Re-entry Council, Steering Committee Minutes – Meeting #15 – October 7, 2009

Steering Committee Members Attending: Todd Anderson, Cindy D. Booth, Martin Burrows, Kevin Cameron, Ron Chase, Val Conley, Ginger Martin, Tom McClellan, Pegge McGuire, Jerry Moore, Fariborz Pakseresht, Mark Royal, Clyde Saiki, Heidi Steward, Scott Taylor, Patrick Vance

Guests: Patty Katz, Erika Spaet, Doug Cox, Lorin Dunlop, Vicki Massey, Paul Solomon, Dave Factor, Gus Johnson, Megan Churchill, Kimberly Dailey, Aaron Felton

Item	Discussion	Action
Welcome and Introductions		
Review of Minutes from the August 5, 2009 Meeting		Copies were distributed for review via e-mail. Members were asked to send corrections/revisions to Denise Taylor. None were received. Minutes were approved as submitted.
Announcements and Updates from Members	<p>Val Conley reported that Oregon Department of Veterans Affairs has made contact with every veteran identified by DOC (approximately 1,000). Since the number of reach-ins by the VA has increased, more veterans are self-reporting their veteran status. There are some benefits available to veterans, even while incarcerated. ODVA is sending letters to the veterans who are 65 yrs and older nearing release to notify them that wartime veterans are likely to be eligible for pension benefits of approximately \$1,000 per month. Some claims for service related disabilities have been started.</p> <p>Ginger Martin added that there is a group meeting at the request of the judiciary staff, which is looking at a number of reciprocity issues for veterans' services across state lines between Washington and Oregon. This is not a re-entry issue per se, but one of the issues they are addressing is that veterans on post-prison supervision or probation need to be able to cross state lines to access services, since veterans' benefits are not bounded by state lines. A process to make this more convenient is being developed.</p> <p>Heidi Steward reports that DOC is still working on increasing the efficiency of the birth certificate application process, especially with other states. Each state is unique in how they handle birth certificates. DOC is developing contacts in each</p>	

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	<p>state and working with Oregon Youth Authority to establish a process for obtaining birth certificates for juveniles. We know that 37% of the birth certificates applied for are to other states. DOC is paying all fees for the documents.</p> <p>Ms. Martin said Tom McClellan had sent her and Cam Preus information regarding a federal grant to train people to drive trucks. DOC is reviewing the possibility for teaching truck driving within the secure perimeter of a prison. Mr. McClellan also provided a list of the major employers of truck drivers and DOC will be checking to see how many are willing to hire people with a criminal history.</p> <p>Ms. Steward reported a contractor was recently hired to teach a flagging certification class and two groups of inmates were trained, tested and awarded flagging certification. This program went very well.</p> <p>A brief discussion around the impact of HB 3508 revealed an increase in the number of immediate releases in addition to the normal releases. Mr. Taylor said, in Multnomah County about 20% of those eligible for the additional earned time are being sent before a judge for a formal hearing. Statewide, the majority of those eligible for the additional earned time are being awarded the 30% by the courts. The number of releases will return to the pre-HB 3508 average by the end of the year. Ms Steward said the release counselors were notified of which inmates were eligible to be released and began providing release services to those closest to release, even though there wasn't time to give them an entire program.</p> <p>Pegge McGuire reported that the Coalition of Supportive Housing has a small grant from the JEHT Foundation and is interested in working with her agency on the statewide discharge planning piece. Oregon Department of Housing and Community Services has an intern gathering information and will have a second intern completing this project. The funds will be spent working specifically with people who have mental and emotional disabilities, to include drug and alcohol abuse, and are re-entering the community following incarceration and identify those practices that will prevent them from becoming homeless. Ideally, that will tie into these people getting into supportive housing situations. A concept paper will be submitted and a decision about the granting of funds should occur by the end of November. The JEHT Foundation money was awarded prior to their close of business and there is also some funding available from the Robert Wood Johnson Foundation.</p> <p>Ron Chase announced that Sponsors, Inc was contacted by Senator Ron Wyden's office to inform them that they had been awarded a grant from the US</p>	

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	<p>Department of Veterans Affairs to help with construction costs, but more importantly, to provide per diem money to take veterans releasing from prison and into their transition program for up to 2 years. This is a population that Sponsors, Inc. has been helping sporadically for years and will now be able to serve systematically. Mr. Chase said it is a big step forward for Sponsors.</p> <p>Ms. Martin reported that Marion County was awarded Second Chance Act funding. Specific information on how the funds will be spent will be provided by Marion County representatives at a later meeting.</p>	
<p>Implementation Presentation: Verification of Work Skills</p>	<p>Ms. Martin reported that Oregon Corrections Enterprises (OCE), the Transitional Services Division's Workforce Development Unit (WFD) and Operations Division staff representatives who oversee our prison work programs have been meeting with the goal of developing a process for evaluating the work skills of inmates. The work includes Measure 17 programs OCE work programs and DOC's educational and vocational programs (WFD). Ms Martin distributed a copy of a draft Inmate Performance Review form (attached) that was developed by the team to assess soft skills. To begin, this review will be completed within the last 12 months of incarceration to give the releasing person an evaluation they can provide to a potential employer, assuming they have been a good worker. OCE began piloting this evaluation this fall for all of its inmate workers in the last 12 months of their incarceration. The next step is to take the process system wide, which is more of a challenge because of the workload associated with the ongoing implementation. An even bigger challenge is the next step, which is to develop a process to verify the actual work history and work skills. While we have an automated process for tracking individual schedules, many processes are handled by that system and it is coded. The people involved in our voluntary transition programs are creating their own work history and including their training and skills. The responsibility of accomplishing this piece for every inmate is being discussed and a plan to determine how it will be accomplished is underway. DOC is also posting job openings and providing applications to be completed and submitted by the inmates for the prison jobs and are then interviewed before hiring. This simulates more closely work life in the community.</p>	
<p>Implementation Presentation: Appointments with County Mental Health Providers</p>	<p>The goal is to develop a process wherein a person who is mentally ill has an appointment scheduled with a provider in the community when they leave DOC custody. Ms. Martin met with Gina Nikkel, executive staff person to the County Mental Health Directors Association. Ms. Nikkel suggested that DOC send representatives to the next meeting of their association in September. DOC sent a couple of release counselors and several prison mental health staff who spoke about what DOC is currently doing, what our eventual goal is and</p>	

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	<p>explained that we are not asking them to treat people they don't already prioritize. These are people with serious mental illness who will likely have a crisis and without treatment will absolutely be coming in for county mental health services. They also brought with them a survey showing the procedures each county mental health department has for making appointments. Some counties have a very efficient process, while some prefer to interact with the parole office instead of the prison mental health staff. This creates an extra step and isn't quite as efficient. Some issues requiring more discussion were identified along with the people who should be included. The DOC goal is to have a process in each county with a contact person so we are able to make the appointments in the community as the person is leaving incarceration. The solution is a number of very small steps, but progress is occurring. Clyde Saiki offered to accompany Ms. Martin when she and Ms. Nikkel next meet.</p>	
Implementation Updates on All Implementation Tasks	<p>Ms. Martin distributed a status report of the implementation tasks of the steering committee (attached).</p>	
Re-entry Topics: Local Re-entry Councils	<p>Sharon Shannon, chair of the Washington County Re-entry Council (WCRC) was invited to update this committee on the activities and progress of WCRC; however they are meeting today also. The WCRC Newsletter was sent via e-mail with our meeting agenda. (Attached).</p> <p>Ms. Martin said she had learned just today that Lane County has created a re-entry council. That brings the number of county re-entry councils to 4. The others are Marion County and Multnomah County. Scott Taylor was asked to provide an update on the Multnomah County Re-entry Council (MCRC). The council was formed just over a year ago. Mr. Taylor and Sheriff Daniel Staton co-chair the council. The issues the statewide council addresses are the same, but magnified by time and resources at the local level. The jail cost per day is \$160 while the prison cost per day is \$78. The first task of the MCRC is to inventory who is in jail. How long are they there? What are the different populations? There are people in the jail for as short as an hour to as long as 12 months. Those spending the longest time in jail are misdemeanants who are not on supervision. Those most frequently used beds are by probation violators and parole violators. When people are released from prison without adequate re-entry services, they often end up in jail where they may not have adequate re-entry resources, again. Those are a few of the issues being addressed. The goal is to reduce recidivism, which is over 40% locally, while prison recidivism is frequently between 20% and 30%.</p> <p>Mr. Chase said a large number of these people who are in and out of jail would be better served outside of the criminal justice system, if there were a harm-</p>	

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	<p>reduction system in place. For example, Seattle has a “wet” housing program; that is a housing program for homeless people actively in addiction. They provide housing for them, which keeps them from being in and out of the local jail every few days, and deal with their addiction later. There are a number of harm-reduction strategies out there, but the systems in which they need to operate are unfunded.</p>	
Next Steps	<p>Ms. Martin will confer with Max Williams to prepare the agenda for the Re-entry Council meeting on November 12, 2009. If there are additional issues to be added, send them to Ms. Martin. The agenda items suggested include:</p> <ul style="list-style-type: none"> <li>• Second Chance Act Funds</li> <li>• Re-entry-related Federal Grants</li> <li>• DMV Pilot</li> <li>• Messaging</li> <li>• Legislation for February Session</li> </ul>	
Next Meeting	<p>The next meeting will be on December 2, 2009. The November 4<sup>th</sup> meeting is cancelled because the Council will be meeting on November 12<sup>th</sup>.</p>	

# INMATE PERFORMANCE REVIEW

**TYPE OF REVIEW:**

- Assignment Change
- Annual Review
- 12 Months to Release

Inmate's Name: \_\_\_\_\_

SID#: \_\_\_\_\_ Date: \_\_\_\_\_

Inst. Assignment: \_\_\_\_\_ Work Assignment: \_\_\_\_\_

1. **Responsibility:** (Attendance, adherence to work policies, takes responsibility, demonstrates acceptable habits, etc.) **SCORE**

- Requires frequent Direction - 0     Usually responsible - 3     Reliable and responsible - 5

2. **Performance Quality and Effort:** (Pays attention to detail and quality, brings problems forward, works at a favorable pace and skill level.)

- Below acceptable Level - 0     Acceptable - 3     Exceeds expectations - 5

3. **Performance Effort:** (Works at a favorable pace and skill level.)

- Requires close direction - 0     Performs with limited direction - 3     Demonstrates initiative & performs well without direction - 5

4. **Interpersonal Relationship with Staff:** (Communicates well with staff and follows directions.)

- Indifferent, uncooperative - 0     Is co-operative - 3     Very cooperative - 5

5. **Relationships with inmate workers:** (Works well with others.)

- Uncooperative - 0     Cooperative - 3     Very cooperative - 5

6. **Self Improvement Effort:** (Asks questions, shows initiative, accepts responsibility, and strives to improve.)

- Disinterested - 0     Completes assignment - 3     Self driven, little direction - 5

7. **Care of Equipment:** (Exhibits favorable safety practices, understands basic maintenance and sanitation.)

- Shows no interest - 0     Does what is expected - 3     Demonstrates high regard - 5

8. **Training, Education, Certification Participation**

- None - 0     Is/Has participated - 3     Completed all requirements, received certificate - 5

**Total:** \_\_\_\_\_

**9. Specific Work Skills/Equipment Experience Gained During This Rating Period:**

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**10. Rationale for Assignment Change (if applicable to this review):**

How Long has Inmate Been at Current DOT Code Level?: \_\_\_\_\_

**Check all that apply:**

- Inmate Demonstrates Competency at Current Level (Example): \_\_\_\_\_
- Immediate Operational Needs Require Review. (Describe): \_\_\_\_\_
- Other (please explain): \_\_\_\_\_

**11. Staff Member's Additional Comments:**

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**Staff Member's Name (Printed)** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**12. Managers Approval:**

**Manager Name (Printed)** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**13. Inmate Signature:**

I have read and received a copy of this Review Form and/or recommendations above:

**Inmate Name (Printed):** \_\_\_\_\_ **SID#:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Re-entry Council Steering Committee Implementation Tasks October 2009 Status Report**

### **State issued photo ID at release**

The DOC and the DMV began a pilot program in which inmates are transported to the DMV so that they can be issued state photo ID cards prior to release. The pilot will be evaluated in August and will inform next steps in expanding the program.

- The pilot program has ended and we are tracking performance of inmates released with state ID cards. Results and recommended next steps to be presented at the November Steering Committee meeting.

### **Strategy to increase transitional housing**

A shared investment strategy has been developed and approved by the Council. Full implementation requires development of financial resources.

- The DOC Executive Team has agreed to include a budget policy package in the agency request budget due in 2010 for 2011-2013.

### **Pilot multi-service sites**

\$1.5 million in federal funds have been set aside to fund three pilot multi-service sites in Multnomah, Lane, and Klamath Counties in 2009-2011.

- A state level planning group, including DOC, CJC, the Board of Parole/PPS, county community corrections directors, along with representatives from federal courts, probation and prison, met in August to discuss distribution and purpose of the funds along with local planning processes. The group reviewed and affirmed the recommendations of the Governor's Re-entry Council for re-entry service sites. The state level group will meet again in October.
- Planning meetings are occurring in each community, including state and federal parole and local service providers.
- The Criminal Justice Commission has proposed investing \$943,750 in Multnomah County, \$406,214 in Lane County, and \$150,035 in Klamath County.

### **Verification of work skills**

Create a process inside the prison system for verifying and/or certifying technical/work skills and soft skills

- A format for reviewing soft skills has been developed. Oregon Correctional Enterprises will pilot the evaluation for all of their workers within one year of release.
- For inmates participating in the Re-entry Curriculum, a work history will be prepared prior to release.

### **In-prison job search resources**

Information system experts from Employment and DOC are in the process of determining how to provide internet access to bring the wealth of career development and job hunting resources available from WorkSource Oregon Center inside institutions.

- A Salem area prison (OSCI) will pilot internet access to employment resources.

### **Continuity of care**

Offenders with serious health and/or behavioral health needs will leave custody with an appointment with a community provider, a transition plan that addresses health and/or behavioral health issues including pro-social support systems, and records will be accessible to health care providers in the community.

- A meeting with county mental health providers and corrections treatment and release staff occurred in September. The mental health directors have agreed to ongoing meetings and were agreeable to identifying a single contact in each county to assist coordination with prison mental health care providers.

### **Access to benefits**

Define a model for a community-based advocate available to assist with the application process for benefits for which a returning offender may be eligible.

- The Oregon Law Center is promoting legislation to restore general assistance (GA). GA provides a competent liaison to assist disabled people navigate the application and appeal process in addition to monthly cash support and health benefits to individuals while they are applying for SSI/SSDI benefits.

### **Re-entry Wiki**

Continue building the web-based directory for re-entry services, programs, resources, and information listed by county.

- The Re-entry Wiki was featured on the Governor's web page and is up and running.

### **Repaying Debts**

Working with the Partnership for Safety and Justice, conduct overview of how financial obligations are currently created by the criminal justice system, including identifying challenges and potential problems in the current system.

### **Messaging**

Bring in experts on messaging to assist the Council in determining what the message should be and who the messenger should be if we are to build public understanding for supporting the success for those returning from incarceration. The proposed audiences are potential employers and landlords.

- The first meeting of the expanded group is scheduled for October 9.

### **Proposals for Legislation**

The Steering Committee is reviewing barriers to re-entry that require a legislative solution. Several areas identified to date have been to prevent criminal history from being a part of a job application for a public entity, providing some level of limited liability to employers of people with criminal histories, and developing the funding needed for the transitional housing strategy already approved by the Council.

- Look for opportunities to propose legislation in 2010; prepare for the regular 2011 session.

### **WORKGROUPS STILL DEVELOPING STRATEGIES:**

Lack of dental services/care for inmates which effects employability

Housing: transitional housing in rural areas, permanent housing post-transition, technical assistance for local jurisdictions wanting to develop housing



# WASHINGTON COUNTY REENTRY COUNCIL

from the past to the future ... together

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## Next Meeting

**Wednesday, October 7**  
1-3 pm  
Civic Center Complex  
Room C113  
150 East Main Street  
Hillsboro  
*Free parking at Complex*  
Everyone Welcome

## Newsletter Submissions

Please submit to  
wrcr1@comcast.net  
by mid-month

## Mailing List

To add or remove your  
email address, contact  
charlenedrogers@  
yahoo.com

## Mission

To improve the  
reentry process and  
increase success for  
justice-involved persons  
through resource identifi-  
cation and development,  
a centralized information  
system, employer recruit-  
ment and community  
education

## Guiding Principles ...

Inclusion  
Collaboration  
Transparency

## Innovative Jail Reentry Programs

Maureen Frary, Programs Manager for Washington County Jails, will present a brief overview of the structure, content and delivery of programs and a demonstration of what is meant by a cognitive model/method used in some of the jail's classes at the October 7th WCRC meeting.

## Family Justice Initiative

A collaborative United Way grant in the amount of \$152,000/year for a three-year period was awarded to the Family Justice Initiative for a program designed to identify and provide needed services to children of justice-involved parents, their families, interim caregivers and involved agencies. Repairing broken bonds of family attachment is a primary goal of the program.

FJI helps with emergency resources including food, clothing, housing, medical care, transportation and school supplies as well as counseling, court advocacy, school issues and employment. The grant was written by Louise Bauschard, who is Volunteer Coordinator of Washington County Corrections, and project manager Sonja Al-Sofi, with the assistance of several intern volunteers. See: [www.restoringfamilies.us](http://www.restoringfamilies.us).

People can change ...  
and they *do!*

## Fairhaven Update

As a result of contacts made at the September WCRC meeting, Fairhaven Recovery Homes are now at capacity and their cash-flow crises has been averted. An excellent example of the speed and power of collaboration.

## Oregon Reentry Court Model

Presiding Judge Ann Aiken of U.S. District Court of Oregon summarized this evidence-based program at the recent quarterly meeting of ROAR, emphasizing that Oregon may be able to take a leadership role in reentry. Two points stressed were collaboration and meaningful employment, both priorities of WCRC. Read full report at: <http://www.ord.uscourts.gov/ReentryCourtDoc.pdf>

## Probation Reduction

Administrative Rules are now being written for House Bill 3508, which enacted positive reforms for justice-involved persons including increased earned time for non-violent offenders; reduction in maximum jail time for probation violations from 180 to 60 days; up to a 50% reduction in probation period for compliancy; and transition to inactive probation status for a person on post-prison supervision after six to twelve months, depending on crime category. New rules are expected to be adopted sometime in November. See [www.leg.state.or.us](http://www.leg.state.or.us).

## Mentor Training

Prison Fellowship Ministries is sponsoring a daylong training for volunteers on Saturday, October 24 from 8:30 am to 4 pm at Sunrise Church, 6701 NE Campus Way in Hillsboro. Call 800.251.7411 x8130 to preregister by October 9. There is no charge for this training. The course will cover mentoring prisoners & ex-prisoners, the application of mentoring principles, introduction to mentoring skills and their application, and learning about the transformational reentry program.