



## Governor's Re-entry Council, Steering Committee Minutes – Meeting # 8 – November 5, 2008

Steering Committee Members Attending: Cindy D. Booth, Martin Burrows, Mark Cadotte, Ron Chase, Faye Fagel, Ginger Martin, Tom McClellan, Pegge McGuire, Michael McShane, Bobby Mink, Jerry Moore, Mark Royal, Clyde Saiki, Ross Shepard, Heidi Steward, Scott Taylor

Guests: Gary Kempker, Paul Solomon, Mary Hunt

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Welcome and Introductions		
Review of Minutes from the October 1, 2008 Meeting		Minutes were not available. Will be distributed for review at a later date. Members are asked to send corrections/ revisions to Denise Taylor.
Technical Assistance Awarded from CEPP and JEHT: Gary Kempker	<p>Ginger Martin introduced Gary Kempker and spoke about how his assistance came to our group. The National Institute of Corrections (NIC) Center for Effective Public Policy (CEPP) had provided technical assistance through the Transition from Prison to Community Initiative and Peggy Burke worked with the four workgroups in July to develop charters for each. In reviewing how they could continue to be helpful to Oregon's re-entry efforts, the CEPP had the opportunity to apply for funding from the Justice, Equality, Human dignity and Tolerance Foundation (JEHT) to help the State of Oregon move forward on transition</p> <p>Gary Kempker then shared information about his experience and what he intends to help us achieve. He said CEPP was originally formed in Philadelphia, but currently are housed in the Washington, DC area. CEPP was established about 27 years ago, originally to do some work for the Department of Justice (DOJ) on overcrowding in jails. They have worked with Oregon on several occasions as an extension of the Bureau of Justice Assistance (BJA) and NIC, primarily on the issue of re-entry. The center maintains the Center for Sex Offender Management on behalf of the Department of Justice. In recent years, JEHT Foundation has become very interested in re-entry around the country. They have, more or less, coordinated their work with the DOJ around their re-entry issues and it is common for CEPP to do work for JEHT in states where the Bureau of Justice or BJA have previously done some work and CEPP tries to</p>	

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	<p>build on prior successes. Before Mr. Kempker joined the center 4 years ago, he was Director for the Missouri DOC and the Director for Public Safety. Missouri and Oregon were the first 2 demonstration projects for the Transition from Prison to Community Initiative. The efforts on re-entry for the NIC date back to Oregon and Missouri. Early in his career, Mr. Kempker was Police Chief in Jefferson City, Missouri.</p> <p>Mr. Kempker said the assistance from CEPP funded by JEHT is available from now (Nov) through April. He said, his focus in working with us is on process, not content. How to take the work you are doing and turn it into a deliverable? His goal is to move the initiatives we are working on forward. Mr. Kempker expects there will be 5 or 6 visits between now and April. He is available to facilitate workgroups and possibly do some training. He asked for people to let him know what the challenges they are working to overcome and identify areas where assistance is needed.</p>	
Announcements and Updates from Members	<p>Ginger Martin asked members to share those items that are being worked on in relation to re-entry outside the priorities of the steering committee and workgroups.</p> <p>Ron Chase said Sponsors, Inc. was recently notified that they have been awarded through a competitive process from the Oregon Department of Housing and Community Services, funding which will enable them to build a new transition center in Eugene. They will be breaking ground in Spring 2009 and will be ready for occupancy in about a year. It is a \$5.5 million project expanding capacity by 20 beds and providing classroom space. There will be economic efficiencies in savings of rent payments and the new facility will be much more energy efficient. Pegge McGuire said that one benefit of working on the Re-entry Council Steering Committee was working with Ron Chase on the Housing Workgroup and becoming familiar with Sponsors and the services they provide. When the application came to her agency, she was involved in the selection process, which is highly competitive, and was able to answer many of the questions the others involved in the process were asking and could support the documentation in the application. Mr. Chase said they are designing space for meeting rooms and a wing will be devoted to an education program with enhanced support for offenders releasing from prison. Mr. Chase said for years his organization has been the "one stop" in Eugene to which parole officers have referred people because Sponsors, Inc. knows which community service providers offer which services.</p> <p>Scott Taylor asked how the election and the passage of Measure 57 will impact the relationships between the counties and the state prison system and the Re-entry Council Steering Committee. Mr. Taylor suggested that the group could review some practices to make changes before the offenders impacted by Measure 57 are released on supervision. This measure speaks to drug and alcohol treatment in conjunction with longer sentences for certain offenders, but does not fund the treatment. Mr. Kempker</p>	

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	<p>asked about the path of drug and alcohol treatment funding in Oregon. Ms. Martin explained that some is included in the Department of Corrections budget and the remainder comes through the Department of Human Services budget, which is the agency Clyde Saiki represents on the Steering Committee.</p> <p>Heidi Steward reported that she and Ms Martin had met with Tom McClellan and members of his DMV staff to work out a solution to the challenge of providing State-issues identification cards to offenders at release. We are now working out the details for a small pilot program with inmates at Oregon State Penitentiary-Minimum (OSP/M) who have the proper documentation. They will be taken to a local DMV office during a time when the office is not open to the public. There are still a number of issues to work out and this group is small, but it is a step in the right direction. The DOC is paying for the birth certificates and will either pay for the ID card with subsidy funds or the offender will pay if they have money in their Trust Account. Ms. Martin reiterated that the DOC goal is for parolees to leave prison with their birth certificate and Social Security card to enable them to get the State ID Card when released.</p> <p>Paul Solomon asked about how the birth certificate project is proceeding. Cindy Booth explained that by mid-2008, 7,000 applications had been submitted and over 5,000 responses (either birth certificates or documentation that a birth certificate could not be provided and the reason why) had been received. July 1<sup>st</sup>, this function was moved to a newly formed unit in the Operations Division (Inmate Services) that is also processing other inmate related issues. They are focusing their efforts on offenders nearing release.</p> <p>Scott Taylor asked if DOC is providing this service to offenders being housed in Oregon Youth Authority (OYA). Ms. Booth explained that OYA and DOC have been working on this issue and there are legal issues surrounding legal authority of DOC offenders in OYA custody.</p> <p>Mr. Shepard reports that the One Stop effort has gained momentum in Portland. Mercy Corps, International has agreed to administrate the one stop. They have worked internationally to provide relief to people following natural disasters or civil distress. Mercy Corps is headquartered in Portland and they view re-entry as a high priority with the intent to develop a successful program here that can be duplicated or modified across the state and the nation. A site to house the one stop has been identified at the Calvary Christian Church. Originally, this 100 year old building housed the YMCA and is located one block off Martin Luther King Blvd. The workgroup met at the site along with Federal Judge Ann Aiken and Federal Parole Officers, who are interested in coordinating with the state in providing the same services to their parolees. This</p>	

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	<p>partnership between the state and federal systems is unique in the US. Several legislators have expressed strong support for this project and the One Stop Workgroup is looking forward to facilitation and guidance from Mr. Kempker.</p> <p>Pegge McGuire informed us that the Department of Housing and Community Services was downgraded in the federal Housing and Urban Development (HUD) continuum of care application, which is one of the key funding sources for ending rural homelessness, because DOC does not have an official policy stating that DOC will not release offenders into homelessness. Ms. McGuire went to the Ending Homelessness Advocacy Council, which does have a representative from DOC, and the council will be undertaking the policy change for next year's application.</p> <p>Mark Royal asked to speak about the Transition Network, which is a statewide network of Community Corrections Directors, County Community Corrections field staff and DOC Transition and Release staff members. The network has recently added local control population representatives. They are working to create minimum standards for release plans, conditions of supervision and to provide technical assistance for those counties needing guidance. This effort should bring consistency across the state. The group has grown to over 50 participants and the meetings will most likely move from half day meetings to 2 day meetings to be more thorough and efficient. The enthusiasm and interest in the work of the Transition Network continues to be impressive.</p>	
Review Progress on Short-term Goals	<p>Heidi Steward said the Transition and Release Unit is updating the discharge planning process and developing a more comprehensive housing segment. Housing was always addressed, but with the central supervision of the release counselors and the work of the Transition Network, this issue has a new focus. The Transition Coordinator's curriculum now has a housing component modeled after Ready-to-Rent. Ron Chase asked for an extended explanation of what is included. Ms. Steward offered to bring the curriculum to the next meeting. She said DOC was given permission by the Marion County Re-entry Initiative staff to use the program they developed. Pegge McGuire asked if it addresses how to talk to a potential landlord and answers the questions: What do you disclose? What do you not disclose? When do you ask for accommodation? Ms Steward said the curriculum does speak to those issues.</p> <p>Cindy Booth spoke for the Continuity of Care Workgroup, as Convenor Patrick Vance could not attend today's meeting. She said the workgroup has had a number of presentations from a number of partners and stakeholders, including the DOC Transition and Release Unit, responsible for implementing many of the recommendations listed in the Achievables by January 2009.</p> <p>A process has been developed to simplify providing a 30-day supply of medications at</p>	

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	<p>release. If the offender is not capable of maintaining those medications, the medications are sent to the Probation Officer to provide to the offender. The workgroup has, as one of its highest priorities, developing a process to ensure offenders leaving prison with medications have a definite connection with a provider in the community for follow-up health/mental health care. The workgroup has participation of DOC, community resources, community corrections agencies, community mental health and health care providers and is striving to communicate the reason behind the process is clearly understood at the community level. One assurance providers need from the supervising authority is that the offender will show up if an appointment is made. If this assurance can be made the providers are more willing to work with us.</p> <p>The following issues complicate the process and are currently being worked on by the workgroup:</p> <ul style="list-style-type: none"> <li>• Pre-determination of Medicaid eligibility</li> <li>• Oregon Health Plan expansion recommendation of the Oregon Health Fund Board and how the next legislature responds.</li> <li>• Connecting releasing offenders to services (many income eligibility based) through the federally qualified health centers</li> <li>• Exploring enrollment in patient assistance programs through community mental health agencies as ways to get more offenders whose eligibility for the Oregon Health Plan or Medicaid is not yet determined at release. This provides a link between the provider and the offender pre-release</li> <li>• Enrollment in patient assistance programs through community mental health</li> </ul> <p>The Continuity of Care workgroup is beginning to research the low-cost prescription drug programs offered by retailers such as WalMart and QVC with the intention to develop a formal recommendation to the Re-entry Council.</p> <p>Heidi Steward then explained the DOC's current process for releasing offenders and their prescription drugs provided at release. The Transition Coordinators provide those attending transition classes with the information on the Low Cost Prescription Drug Program. This process does not reach all releasing offenders because the Transition Program is voluntary and not all offenders take advantage of the opportunity. DOC has decided to change the process to ensure every offender has the information about this program when they release. We are now giving an envelope containing the prescription drug program information to each releasing offender in the release packet they receive at release. This does not assure they will read and take advantage of the program and those who attend the Transition Program will have a better understanding of the program, but this process does get the information and the application forms to every</p>	

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	<p>releasing offender.</p> <p>Ms. Steward said the Release Counselors were recently trained on the Social Security benefits pre-qualifying process and the Multnomah County Joint Access to Benefits (JAB) project and we are working with the Department of Human Services staff to develop a similar process to pre-determine eligibility for Medicaid benefits. As soon as that process is determined, the Release Counselors will be trained and begin pre-qualifying offenders. Ms. Martin took the opportunity to thank Clyde Saiki for his quick response to her message that there was a problem with this piece.</p> <p>Ron Chase asked Ms. Booth if the 30-day supply of medications included all medications and she confirmed it does. Discussion followed of the reasons the DOC cannot provide prescriptions for refilling medications that are provided at release. The physicians and pharmacists who work for the DOC have no authority or legal responsibility for offenders once they are released to the community; therefore licensing liability is the overriding factor for these professionals. According to Mr. Chase, the 30-day window in the community is a challenge for finding a provider to issue a refill. Ms. Booth said the workgroup did have a pharmacy tech identify a list of those medications that are dispensed at release that require follow-up by a provider prior to being refilled. Ms. Steward said that DOC will look into identifying those drugs that do not and discuss increasing the number of days for which those drugs are dispensed at release. Paul Solomon suggested that the release counselors complete the forms with the offenders who qualify for the low cost drug programs before release, which would greatly enhance the possibility that the offender would remain on their medication, especially those with mental health issues. This suggestion is under consideration.</p> <p>Mark Royal asked Mr. Kempker to comment on these issues based on his experience and knowledge of other states. Mr. Kempker said the prescription medication issue is widely recognized as a problem throughout the country. He said he thought we would be surprised at the number of states which provide no medication at release. The common reasoning is the legal authority of the DOC over the offender, especially if they are not required to serve time on post-prison supervision. For those that do provide medications, a 30-day supply is probably the standard. Mr. Kempker encouraged the steering committee to resolve the problem of connecting the offender to a provider in the community prior to release, especially for those on psychotropic medications. Increasing the number of days only prolongs the inevitability that the person will stop taking the medication. The connection to the provider in the community is essential.</p> <p>Martin Burrows said the Employment Workgroup has a subcommittee working on developing a process to standardize the documentation of verified job skills which can</p>	

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	<p>be provided to the offenders at release that employers in the community will understand. The subcommittee has members from Oregon Corrections Enterprises, Workforce Development and Inmate Work Programs. Ms. Booth said the subcommittee has another meeting scheduled and will present the work product to the Employment Workgroup at their November 12th meeting.</p>	
<p>Presentations from Workgroups</p>	<p>Housing Workgroup:  Pegge McGuire said the Housing Workgroup has developed a prototype of transitional housing that is most effective based on the workgroup's research and information. The work to refine the information for the council is underway. They are identifying required essential services, those things that would be nice to have, pieces that could garner additional funding support and a list of questions around community corrections funding that Heidi Steward is taking forward to enable the workgroup to answer questions from the council, if necessary. Mr. Chase said they are close to a finished product.</p> <p>Ms. Martin said that one of the issues discussed with Mr. Kempker prior to this meeting was a method for the steering committee to provide a little more direction to the workgroups about what should be focused on and how it will be presented, develop outcomes, timelines, etc. This can be addressed more at the next regular steering committee meeting, as it appears the workgroups have nearly completed their tasks.</p> <p>Mr. Chase said the Housing Workgroup has focused on transitional housing for people leaving prison and there are significantly different issues regarding housing availability for people with criminal histories past that transition period and we haven't even started to discuss those issues such as criminal background checks. Ms. Martin said this is one of those decisions that will have to be made about which issues we decide to spend our organizational energies on now or in the future. Scott Taylor requested that the workgroup members, as well as the steering committee members, note data related to recidivism around the key issues and share that data with the members. As budgets are being developed throughout the state, this information can be extremely helpful in making priority decisions with regard to supporting which programs. Ms. McGuire said there is a body of research nationwide that supports housing first in reducing recidivism.</p> <p>Ms. Martin asked the committee what they would like to take forward to the Re-entry Council from the Housing Workgroup. The committee discussed a variety of possibilities. Mr. Chase offered that we need to define the scope of the need based on the number of people who are without adequate housing, their risk level and relate that back to recidivism. Ms. McGuire offered the option of establishing pilot projects and reporting data to the council. Ms. Martin asked about the funding Oregon Department of Housing and Community Services earmarks for offenders. Ms. McGuire explained the process wherein DHCS looks at the population a particular proposal is targeting and</p>	

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	<p>rates the proposal based on that population. Mark Cadotte asked whether Level 1 and Level 2 housing was a factor in their discussions. Level 1 housing provides a full array of services supportive of the individuals in the housing. Level 2 is alcohol and drug free, but not staffed in any way (self-governed). Mr. Chase answered Mr. Cadotte's inquiry with, yes. Representatives from the various types of housing have made presentations to the workgroup. Ms. McGuire said that Level 2 housing is better than nothing; however, Level 1 housing is much more effective in impacting recidivism.</p> <p>Mr. Kempker suggested that the workgroup charters be updated to be more specific and to establish more direct communication with the steering committee. He advised the steering committee to include specific goals, timelines and outcomes and to communicate with the steering committee on a regular basis. Ms. Martin suggested, after discussion, that the report to the council at the upcoming meeting be an overview of the ongoing work of the housing workgroup. This should be followed by a re-written charter based on Mr. Kempker's suggestions and a specific report can be presented to the Council during the February meeting.</p> <p>Employment Workgroup Mr. Burrows said this workgroup focused on the low-hanging fruit and worked to create a "toolbox" of best practices gleaned from a list of possibilities. These include:</p> <ul style="list-style-type: none"> <li>▪ developing a continuum that links training opportunities in prison to employment opportunities in the community</li> <li>▪ implementing strategies that rely on best practices assessment tools both pre- and post-release to help develop successful re-entry plan</li> <li>▪ strengthening the role of current work source centers to assist those with a criminal history</li> <li>▪ exploring hiring incentives</li> <li>▪ exploring providing customized job development</li> <li>▪ developing strategies for developing employer education and outreach</li> <li>▪ reviewing state laws and regulations that prohibit hiring offenders where there is no real danger to public safety</li> <li>▪ changing state laws requiring occupational licensing agencies to make individual assessments of applicants' records rather than banning all with criminal records</li> </ul> <p>Ms. Martin suggested that the steering committee review this "toolbox" list and provide specific direction to the Employment Workgroup. The draft of the job skills verification document will be presented to the council at the November 19th meeting.</p> <p>Continuity of Care Workgroup Ms. Booth reported for the workgroup stating one of their goals is to develop a matrix or</p>	

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	<p>a flow chart to illustrate the relationships among services and benefits available from various agencies to help meet the physical and mental health needs of offenders. Community providers on the workgroup believe it would be a very good document to share with their consortiums to help educate/remind them that offenders are already living in their communities and, concerning those returning from prison, may have been served locally in the past – perhaps they were among the homeless population, or involved with law enforcement. The fact remains: this is not a new population to service. A draft of a matrix should be available for the council meeting.</p> <p>Also being reviewed are programs and legislation in other states with regard to comprehensive health and mental health care for operations that include inmates releasing from prison. The workgroup found 2007 legislation from Minnesota designed to ensure a comprehensive health and mental health care system for children and adults (including those releasing from prison).</p> <p>Scott Taylor said he would like to see the workgroup, as they continue their work, determine the cost of providing medication to those in the community who don't qualify for assistance plans. Ms. Booth said this is something the workgroup has discussed and is very interested in providing care at the point of the lowest need to stabilize them and keep them from destabilizing. Mr. Taylor said Multnomah County is establishing a mental health court to try to deal with this population and work with state agencies in different ways that are more effective and/or efficient. Ms. Booth said that Marion County DA Walt Beglau is doing a presentation on the new mental health court at the next workgroup meeting on November 18<sup>th</sup>. He is going to talk about what prompted Marion County to create this service out of existing funds. He will also discuss the benefits and the process. Mr. Taylor said he is especially interested because counties often rely on grants from the state or the federal government and in this economic climate, those are not likely to be available and it would be helpful to know which issues we could partner on and be most efficient.</p> <p>Ms. Booth said the workgroup is struggling to prioritize the many areas they are working to address because they are seen as interconnected to each other and/or overlapping and equally important. Ms. Martin said Mr. Kempker can assist the workgroup to overcome this challenge. The Continuity of Care Workgroup will have the communication document to share with the Council on November 19<sup>th</sup>.</p>	
Develop Criteria for Oregon Model Re-entry One-Stop	Ms. Martin distributed <i>Understanding the Second Chance Act</i> (attached) containing the criteria required for eligibility of a grant from the Federal Second Chance Act of 2007, for which the Steering Committee had agreed submit a proposal in hopes of funding the One Stop Resource Centers. Knowing the criteria, we can begin to work on the proposal with the goal of having it complete when the time comes for submission. Our	 SCA Demonstration Grants.pdf

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	<p>task is to create the model, send information to the counties to see who is interested in working with us, which would enable us to write the proposal with those particular sites in mind. The criteria are on page 2.</p> <p>Ross Shepard said the One Stop would qualify under this act by impacting offenders in several ways:</p> <ul style="list-style-type: none"> <li>• pre-release planning</li> <li>• alcohol and drug treatment</li> <li>• employment</li> <li>• housing</li> <li>• mentoring</li> </ul> <p>Ideally, we would have 4 pilot locations in the state in Portland, Salem, Eugene and Medford. We drew on the experience of Multnomah County and Marion County and identified 14 areas the one-stop would address. They are:</p> <ul style="list-style-type: none"> <li>• Identification</li> <li>• Education</li> <li>• Employment – skills development and assessing job readiness</li> <li>• Physical, dental, and mental health evaluation and referrals</li> <li>• Housing</li> <li>• Family and Community</li> <li>• Legal – Oregon State Bar (Ross has a proposal where pro bono services could be offered in return for free CLE credits). Also consider reduced rate lawyers</li> <li>• Alcohol and drug assessment/treatment</li> <li>• Transportation (bus tokens and schedules)</li> <li>• Cognitive behavior therapy</li> <li>• Disability and eligibility for benefits (SSI, food stamps, etc.)</li> <li>• Basic needs – Food, clothing, furniture, etc.</li> <li>• Parole and Probation Officer contact – responses to violations</li> <li>• Faith-based community volunteers – establish one-on-one relationships</li> </ul> <p>Prior to assembling this list, it was the consensus of the workgroup that the entire process depends on an effective release plan. There must be effective communication between DOC and the communities receiving the offenders. It is also the consensus of the workgroup that applying for funding from other sources should be accomplished when available. The Second Chance Act is a matching grant (50% Grant Funds – 50% State Funds) and the law specifies a task force oversight and we will need to research the question of whether the Council or the Steering Committee can perform that function. There are other areas that could be added, such as computer skills and English as a second language. The question of what the Oregon model is to be was raised. Will it be a physical location or a place where you can go to get connections</p>	

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	<p>even if the service provider isn't located there? A virtual (web accessed) location or both? The vision is to establish both. The issue of staffing and case management was discussed. Coordination is a major decision to create a model that is efficient and effective. The role of DOC Release Counselors was mentioned as a means of identifying, prioritizing and coordinating needed services as a part of release plans.</p> <p>The discussion shifted to the impact of including juvenile services. Should a separate project be developed for juveniles or included as a separate section of the one stop project? Judge McShane said there are many more services available now for juveniles, but there are still areas of need. The decision needs to be made at some point how the two populations are addressed in the grant proposal and in providing services.</p> <p>Mr. Mink asked if the Department of Human Services still has a site with a number of services available and Mr. Saiki said they do have a site at White City. Locating services at this site was a matter of changing the case management model without additional funding. This is a concept that will be examined further.</p>	
Next Steps	<p>Ms. Martin will send the list of 14 items suggested for the One Stop Resource Center to all of the counties in Oregon and ask those who are interested in partnering with DOC on a proposal for the Second Chance Act funds to contact her. She will also prepare the presentation for the Re-entry Council meeting on November 19, 2008.</p> <p>Mr. Kempker said he plans to meet with each of the workgroups, most likely in January, to work out some issues and prepare to report to the Council at the February meeting.</p>	
Next Meeting	The next Steering Committee meeting is scheduled for December 3, 2008	