

APPROVED

**Adult Advisory Board
April 14, 2015
Springfield - Director's Executive Conference**

Attendance: Kendric Berry, Laura Kunard, Keith Lape, Edna Lee, Donald Young, Phillip Whittington, Samantha Gaddy, Acting Director Don Stolworthy, Acting Assistant Director Jason Garnett, Tracey Williams, Amber Bolden, Maggie Burke, Joseph Yurkovich, Bryan Gleckler, Terri Anderson, Mike Atchison

Phone: Gladyse Taylor (call in) Lashonda Hunt (call in), Dr. Melvin Hinton (call in)

Meeting began at 10:10 am

There was one correction to the January 2015 meeting minutes by Laura Kunard (addition of Carlos Quezada-Gomez).

Approval of Minutes

*Edna Lee

*Kendric Berry - 2nd the motion

1. Mental Health, Dr. Hinton

- The ability to record data is restructured. The Department can provide support toward any Board's recommendations toward any mental health needs. The trends over the last few months show that the overall population is decreasing projected at 24%. Per the data, the caseloads are increasing at a rate of 1-1.5% and of the total population; mental health is about 23.68% of the total population. The mental health populations by gender are 22% for males and 43% for females. The mental health caseload is growing as the total population is decreasing. The department needs more resources, ie. staff to deal with the population with special needs.
- The Department's goal is to successfully transition the mental health population into the community and have the communities sustainable enough to sustain them. IDOC must have the ability to communicate with other sectors within the communities and their resources so that the overall goal to reduce recidivism can be achieved. The Department has to focus on transition (discharge) and prepping offenders for general population.
- We currently working with community groups and providers but this area needs expansion. The Department is also working on level of care for offenders who are within the IDOC system. The percentages given (caseload) are those identified & receiving services. Offender 360 (O360) will aid in capturing this information more efficiently than what we are doing now. There is a module within O360 that will allow data input and track this information better.

2. Budget – Chief of Fiscal , Jared Brunk

- FY16 budget request is \$1,370,707.4
- FY16 Other Funds Request - \$108,669.8
 - \$61,569.8 ICI
 - \$47,000.0 / 523 Fund
 - \$100.0 Sec Offender Management Board Fund
- FY16 Total Budget Request - \$1,479,377.2
- FY15 GRF Appropriation \$1,219,559.5
- FY16 GRF Budget Request \$1,370,707.4
- Difference - \$15,147.9 increase (12.4% increase compared to FY15 enacted appropriation)
- FY15 Est. Actual Spending - \$1,336,645.7, difference - \$34,061.7 increase
 - Represents a 2.6% increase as compared to FY15 estimated spending

IDOC Historical GRF Budget Overview

- FY16 GRF Request - \$1,370,707.4
- FY15 Estimated GRF Spending - \$1,336,645.7
- FY14 GRF Spending - \$1,276,372.2
- FY13 GRF Spending - \$1,172,080.0
- FY12 GRF Spending - \$1,209,651.6
- FY11 GRF Spending - \$1,205,080.6
- FY10 GRF Spending - \$1,156,340.7
- FY09 GRF Spending - \$1,308,086.7

Cadet Class Schedule

- •Assumes there will be six cadet classes for the remainder of FY15.
- –A total of 720 cadets
- •Assumes five cadet classes in FY16.
- –A total of 572 cadets

FY16 Authorized GRF Headcount

- FY16 Authorized GRF Headcount Request – 12,310
 - 306 Staff for the opening of Joliet Mental Health Center
 - 127 RANA Specialists
 - 115 Vacancies filled
 - 32 Staff for increased medical treatment
 - 24 Staff to address financial and audit issues
 - 14 Staff for switchboard operations
- FY15 Projected End of Year Headcount – 11,692
- Actual GRF Headcount as of 1/31/15 – 11,009

FY16 GRF Personal Services (Compared to FY15 Est. Spending)

- Personal Services – Increase of \$6,891.3
 - Assumes only annualization of prior CBA.
 - Assumes overtime spending of \$36.4 million
 - Assumes aggressive cadet hiring plan now through FY16
 - Assumes 100% backfill of all non-security positions
 - Assumes hiring half of the necessary counselors required to get the RANA implementation tool successfully implemented.
- Social Security – Increase of \$506.1

Impact of Collective Bargaining Agreements (Includes Impact on Social Security) (Compared to FY15 Est. Spending)

•The GRF impact on the prior CBA to IDOC is as follows:

–Annualization of FY15 increases - \$7,378.2

–Impact of longevity pay increase plus higher base salary rates on OT, Special Pay, etc. - \$1,054.0

–**Total FY15 impact - \$8,432.2**

- The impact on other state funds is approximately \$150.0

FY16 Budget Increases (Compared to FY15 Est. Spending)

•Medical contract rate increase and mental health staffing required for the RASHO litigation - \$55,000.0

•Non – mental health increases by medical providers - \$7,364.0

•Commodity purchases for food and clothing - \$3,920.0

Repair and maintenance funding to address deferred maintenance and safety issues - \$2,089.4

Joliet Mental Health Center

•Staff to come on board and start preliminary work 1/1/2016

•Facility officially opened 3/1/2016

•Total employee staffing at 306

•Total contractual staffing at 90

•Total bed space 484

FY16 Budget Decreases (Compared to FY15 Est. Spending)

•Elimination of rollover expenses due to CMS and ICI – (\$20,980.0)

•Overtime efficiency savings with maximum cadet class schedule now through FY16 – (\$26,610.4)

•Lump Sum Efficiencies – (\$8,000.0)

•Shifting of expenses to the 523 Fund – (7,000.0)

•Working with GOMB and CMS on dietary ordering schedule – (\$2,000.0)

FY16 Other Funds (Non-GRF)

•301 Working Capital Fund (Corr. Industries)

–FY16 Introduced Request – \$61,569.8

–FY15 Appropriation – \$55,330.7

–Difference – \$6,239.1

•523 Reimbursement & Education Fund

–FY16 Introduced Request – \$47,000.0

–FY15 Appropriation – \$35,500.0

–Difference – \$11,500.0

•527 Sex Offender Management Board

–FY16 Introduced Request – \$100.0

–FY15 Appropriation – \$100.0

–Difference – \$0.0

The above budget amounts reflect a spending authority level and not necessarily cash available for expenditure.

3. Programs –Acting Assistant Director Garnett

- Currently during the transition IDOC is looking to fill the role of Adult Coordinator.
- There has been GED testing since July 2014 in which 18 have passed all 4 subjects (64% pass rate).
We are currently playing “catch up”. Illinois Community Colleges are offering a reduced rate \$5.00 – limited offer.
- The Kiosks for the library services are in their infancy stages at 6 facilities. We are currently waiting on materials to be installed. There have been weekly implementation meetings where some functions will be online in a few weeks. Video will require implementation of O360. In-service training will begin May 21st. The Department is currently working on a few grant proposals related to veterans. Robyn Riggs is collaborating with others and if approved, she will capture success stories from offenders. Re-Entry summits are ongoing and have shown successful.
- The Law Library services are not to replace librarians but to replace the law books. The online services are free which allows for easier access for offenders. It has been difficult to fill vacancies due to the nature of the requirements. There aren't many people studying at the college level in this field. After working through the challenges with the first 6 facilities and positive outcomes, it will be easier to bring other facilities online. The southern facilities have been used as the pilot because the departments focus was to those who could stand the most benefit as many offenders who have been housed among the southern facilities come from Cook County. There was a recommendation by Dr. Lape to have staff authorized to administer the tests to save on costs.

There are many vacancies among union positions.

4. Grievances – Terri Anderson

- Offenders can always speak with counselors when they make their rounds. Offenders are encouraged to submit a formal request on the grievance form as the counselors are not in the cell houses daily.
- Grievances have a receipt numbers but there is no way to track what offenders do with those grievances after they receive responses back. Receipts are difficult to manage.
- The department is trying to get away from “tri-color forms” as there is a cost associated with using this type of form. CMS has been contacted for pricing, awaiting response. It has been decided that it is not practical to continue using this method and using the Kiosks would be more efficient as they have a feature designed specific for submitting and tracking grievances.
- The average length of time for the grievance process is 2 months per Departmental policy. This time varies among facilities as some have higher volumes.
- The hearing process/ administrative review is not a true board. Positions are filled by union contract. Several factors are considered in reviewing grievances:
 - Were they submitted in a timely manner
 - Did they go through the formal processDenials for offenders who are in “protective custody” are done in person due to staffing constraints.
- Of 17,000 submitted, many are returned for deviancies. Only 10,000 have been reviewed.
- In 2014, there were 2600 grievances submitted/reviewed in the categories of either medical, disciplinary, or staff conduct, which are the most popular.
- It has been difficult to find citizen members /3rd party volunteers to act as members of the ARB for grievance hearings so this process is being phased out.
- If there are any policy changes, usually the reasons are driven from the grievances.

5. Operations – Michael Atchison

- As of 1/1/15, the Department has started regular tracking of total confinement.
- Meetings are held regularly with committee to review more way to deal with inmate discipline without segregation.
- There has been a total confinement decrease since January 2015. The goal is to be consistent with what other states are doing. The Department is reviewing the entire Departmental Rule on discipline without VERA.
- There is a need and this has been driven by the RASHO case. The goal is to show, in future meetings, updates and numbers to show progress. The sanctions reviewed are cell confinement within the general population, los of privileges and counselor intervention.
- Letters have been addressed to Kendric Berry re: jail conditions, ie. mice, roaches, etc. Stateville is the most popular. Chief Atchison advised that the efforts set in place for pest control are visible, ongoing and successful.

6. Trends – Dave Olson

There has been a population increase of 5% due to the suspension of the meritorious good time. Dave Olson currently has a student completing a thesis to establish if drug treatment is provided to those offenders with who pose the highest risk to recidivate. He is conducting several cohort research studies related to several issues: admission, population increases, etc. by creating a proposal to send to the Director to conduct this on a more consistent basis. Thesis will be made available when it has been completed. The end goal is to establish results of those offenders who have drug treatment, vocational and educational training during their incarceration periods when they get out?

- There was no old business to report.
- The next meeting will be held at Centralia CC. The board chair requested that the meeting begin at 930 am for and Executive discussion.
- Chair Lape adjourned the meeting at 11:28 am

IDOC Subcommittee on Women's Issues

David Olson opened the meeting at 11:28 am

1. David Olson – Female Trends

- Data distributed with information on trends re: admission rates with gender

- Admission numbers are increasing for women. Very common across the country. Women's roles have changed from 50 years ago. Women in IDOC are more likely to get treatment per data accumulated since 2007. This is not the case today. Since 1995, admissions have tripled with mostly drug and property offenses. Since these crimes do not carry long sentences, IDOC has a "revolving door" with the women. Since the Logan transition, the department has processed 5,000 female offenders within a 2 year period. The overall population has been stable at about 3,000. Short term offenders are the norm with women. They spend less than 1 year in IDOC's custody. The female population has decreased 4% each quarter. There has been a 2% return rate.

2. Samantha Gaddy – Turnarounds

- This has been an ongoing issue with the governor's office. We are currently working on this issue.

There was no old business to report.

The Board will be meeting at Logan in October.

David Olson motioned to adjourn the meeting at 11:46 am.

Dr. Lape wrapped up and thanked everyone for attending.