

**DEPARTMENT OF CORRECTIONS
PRISON ISSUES BOARDS MEETING
Cascade County Correctional Facility
3800 Ulm N Frontage Rd
Great Falls, MT
February 25, 2020
10:00 a.m. to 3:00 p.m.
Minutes**

Begin: 10:15 am

Roll Call – Director Michaels, Warden Lynn Guyer/MSP, Pat Smith/CPB, Robert Wilson/GFRP, Alex Schroeckenstein/MWP, Cecily Simons/CCC, Gayle Butler/MCE

Others via telephone & vision net/skype –Captain Barthel, Laurie Mills

There is a quorum present.

“In accordance with Montana Code Annotated Section 2-3-103(1), the Board will hold a public comment period. Please note that this open forum period for comment is the public’s opportunity to address the Board on any topic that is within the purview of the Board. While the Board may or may not take action on the issues presented, the Board will listen to comments, may respond to questions, may ask that questions, or comments be submitted in writing, and may ask that the issue be placed on a subsequent agenda for possible discussion by the Board. The Chairman of the Board will determine the amount of time allotted for public comment.”

“Pursuant to Montana Law, the Chairman may decide to hold a meeting or part of a meeting in executive session due to interests of individual privacy, or individual or public safety or security of public facilities, including jails, correctional facilities, private correctional facilities, and prisons, if disclosure of the information may jeopardize the safety of facility personnel, the public, or inmates of a facility.”

In addition to the above people, the following were present:

Cindy McGillis-Hiner, Kari Alstad, Kurt Aughney, Pat Schlauch, Noah Hatton, Chris Conell, Angela Weddington,Carolynn Bright, Colleen Ambrose, Roger Renville, DJ Godfrey, Nicole Tierney

Members of the public present:

Laurie Lynn Little Dog, Benton Little Dog, Randall Knowles, Viola Lewis, Richard L. Shreves, Traci Rosenbaum

Approval of minutes from the last meeting,
Moved to approve the minutes – Gail Butler
Second the motion – Warden Guyer
All in favor- Motion approved

Legislative and Management Team Updates- Director's Office

Director Michaels-Beginning work for next Legislation Session. Thank you to all for the continued work on jail hold numbers. All facilities are filled to max capacity. Always a work in progress. We are continuing to work on programming but still struggling, if anyone has any ideas to help with that please let Director's Office know. There is a new Warden at Crossroads. Comes to us with a very impressive background and some connections to Montana. Expecting good things with the background he brings to the table. Doing work on Locked Housing protocols and that will continue. Still facing many challenges. Will be going to Legislature to ask for help with the structure in these new requirements to allow us to move forward in compliance.

Secure Care Updates – Warden Lynn Guyer and Warden Hansen

MSP Facility underwent an assessment for maintenance issues by the Department of Administration, working on having a signed contract with Carter Global, an architecture outfit to help design our future planning. Will also be working with MWP. We will be taking this information to the upcoming Legislation. Our men's facility has been over capacity for over 40 days. We are extremely short staffed in all areas. Due to the severe staff shortages we are seeing a large increase in narcotics and homemade alcohol inside the facility. Shortages in staff creates holes for offenders to get contraband inside.

MWP has 228 general population beds and the numbers currently running at about 225/226. MWP is also dealing with the same staff shortages. Boiler project is just about complete. Will also continue to work on the locked housing initiative and changes.

Review of Locked Housing- AW Godfrey

Locked Housing has put out a lot of new things in the last few months. We have new "door sheets" so all requirements are now listed on ONE sheet. Officers can also make notations/feedback for better staff/offender communication. Started an expansive New Freedom packet with two different assessments. TCU assessment when they start and a MORRA at end. SAU is now a step-down unit to integrate back into general population. Have provided staff training on how to fill out all new paperwork. Will continue training and education as we continue to evolve and work out kinks in this new restrictive housing project.

New form "Criteria for Placement". This form is only used for RHU long term placement. Form is approved per Captain of Housing then is passed to Multidisciplinary Team for the final decision. Our numbers are now trending down with this new system.

"Restrictive Housing Hearing" - This form is presented along with the Criteria form. This is NOT a disciplinary hearing but rather a chance for the offender to participate in their behavior and housing/placement that would be the most constructive to benefit everyone. The hearing happens after the referral is made after initial lock up. This hearing is completely different from disciplinary hearing. This is under the locked housing procedure. We will add the policy numbers and what attachment on the sheets. Remember this is a work in progress.

“Restrictive Housing and Secure Adjustment Housing Unit Status Review” This form is for the case manager to review at 30 days and 60 days. It gives the management team and offender a great opportunity to review where offenders are at and where they need to be.

All these forms will be in the offenders mini file under the disciplinary section. The main goal is to have all this info located in OMIS under a Restrictive Housing tab.

30-day review committee form is completed again by the multilevel disciplinary team.

The levels of RHU placement is only levels 1-4. Each level has requirements in which the offender must meet. Offenders are always allowed to continue their schooling/education. RHU and SAU get tablet time every other day unless they have done something to lose that privilege. Total time on levels has decreased. Level 5 is now for our death row offenders, and some offenders that have committed major offenses and are violent.

We are still making changes such as getting tables, desks, new yard, group equipment. At this point we are waiting on good weather to pour concrete for the outdoor items. If you have any questions, please contact AW Godfrey or Sara Smathers. If you notice needed changes, mistakes, or have suggestions, please reach out.

MWP has done some training but is anticipating more as this process goes further.

At MSP we will have 3 layers at first and are now working on staff that is ONLY Restrictive housing. Training will then go further in depth on all these new adjustments. There are many stages to this. Offenders will also need training as this is new for them as well. These new door sheets make staff connect with offenders for 5-15 minutes. Will be doing skill set training sessions for staff and offenders. Long term we eventually want to incorporate this throughout the whole facility.

AW Godfrey has been traveling to various states as well as speaking to other state prisons. He has looked at South Dakota and Virginia a lot. There was a lot of research in devising this new plan. We had to take bits and pieces from each due to the differences in size and resources. All states have had some push back from offenders, not just MSP. The average has been 6-9 months before it all started coming together.

Roundtable Discussion on Inmate/Facility Issues- Feedback by All

Legal (DOC)- is still trying to resolve the ADA Langford settlement at MSP. Trying to address barriers including in programming. Have recently come across an offender who is deaf, having difficulty finding resources. Also working on training staff on ADA accommodations and how to process requests. Urge all facilities to be aware and alert to offenders with all types of disabilities. Also, currently in litigation of severely mentally ill offenders. RHU movement is a step in the right direction. Had several complaints filed at MSP and MWP for discrimination regarding access to religious activities and retaliation to filing complaints. Contemplating a process to follow up on the retaliation. Recent HRB case from Stuart Lawrence we are drafting a new discrimination and harassment, retaliation to include inmates. There are no new policies, rather existing ones will be clearer across the board. We expect to offer that to the Director for signature in the next 45 days.

AW Godfrey (MSP)-Programming on low side that is extension of the HS pilot program. Evidence based programming is now running on both Low and High Side. Staffing is still low. Have had 2 decent sized groups of new hires in training. We are really working on recruitment. Happy to share ideas! We have done research on different mailroom options that include inmate email and scanning to make offender mail more secure. Have looked at a few body scanners in Missoula, going to Billings and Bozeman to look at some more in near future. Great Falls just installed a new one. Has items for closed session.

Alex Schroeckenstein (MWP)-Working on getting staff trained to get some groups up and running. They are also short staffed. Similar process for their locked housing. Family day for MWP is tentatively the second week of June. Admin gate in front of the building is still not fully functional. Working on this.

Gail Butler (MCE)-Hired Canteen staff member to help with hobby orders to cut OT. CAMPP Grant has hired a coordinator. Will start the first 16-week camp. Children will come out for 3 days and then the fathers will get to come out during the day. Will also reach out to other facilities. Only 8 grants given across the country and we were one. We are taking applications then working with DPPHS to verify. Intense screening process. Do not have to be in foster service but that is where the system focus is. Have lots of goals to achieve. Please feel free to ask questions.

Cindy McGillis-Hiner (CSD)-RFP for EMR for all offenders. Next week is the Eastern MT Assisted Medication in Billings. Riverside is going well and full.

Cecily Simons (CCC)-New Warden has been at the facility for two weeks now. Has a wealth of experience and brings a lot to the table. Very much a programming guy. Staff is excited. PREA audit is in two months. Our recruitment team is going to a major hiring event in Seattle. Our company will have a big showing there. We are hopeful for a positive outcome. Habitat for Humanity is up and running. Inmates participating are very excited. Have A-squad and B-squad. Welding has started, curriculum from Havre has been given to us for free. CCC is excited about all these new projects.

Kurt Aughney (DOC Central)-PREA is about a month out for mock audit in March. Nevada will come in and do Federal audit at MSP in September. Actively doing audits around the state. Gearing up to start second round of security audits. Griffin Burns is new policy manager. As of Monday, will have a vacant position.

Pat Schlauch (DOC Central)-Continue working on budget issues and requests. Currently working on Welding Simulator deal that was verbally approved. Once there is an actual cost associated, we will go forward from there. County jail contracts are out, doing the best we can with our current numbers. Roughly 30 contracts out there currently.

Robert Wilson (GFRP)-New operating control boards are going into all locations. New tablets are being set up. Hopeful this will help with video visitation. Recently implemented a hot food service where families can call in and order meals on Sundays. Have some programming up and running now, like Anger Management. We are also experiencing staff shortage issues.

Noah Hatton (GFRP)-Federal PREA audit was last month, still waiting on report but all indications were good.

Captain Barthel (DCCF) - Staffing is low but better than a few months ago. Have shower curtains and working on all the units.

Laurie Mills (DCCF)-Ready to start T4c and complete in March to start another one in April.

Pat Smith (MSP)-Religious Activities Committee has brought forth a proposal for additions to RHU and SAU. These are personal property requests for levels. (Attachment) All in favor, APPROVED.

IWF Accounts, Global Fund Updates, Requests and Funding Reviews -

Spending through January 2020 see attached. IWF funding requests; None from Cascade, None from Dawson, None from CCC, None from CSD, None from MWP.

MSP is seeking money for benches in low side units and yards. Replacing the outdated old benches. Sizes of tables will be reduced from 10 ft to 8 for security purposes. \$32,085.66 is what the request is for but will need to submit a bid. Gail Butler will find out what MCE can do, not to exceed the above cost. If that can't be done by MCE then will go out to bid for outside vendors. While reviewing options it important to make sure that they are all ADA compliant. Gail Butler makes motion to approve \$32,100.00. Alex Schroeckenstein 2nd motion. All approved. MSP, Cascade and CCC will have more requests at a future date.

Public Comment Period-Began 1320-1345

Richard Shreves- Son has been in prison for 20 years, housed here is Cascade and MSP. IWF could pay for increased amount of fiber optic to have more capacity for tablets to let offenders use tablets longer. He used to work for job service and hopes that DOC will use Job Service for nationwide recruitment. Mail is an issue. It is being returned without reasons. The public should be told why it is being denied. Would like to ask again if we can have stamps and mailroom either tear off the stamps or make a copy of the envelopes and throw the envelope away. Why are offenders not being checked when they leave the chow hall? Why do all get punished when only a few are making pruno? A lot of the inmates don't know who the admin staff is and who they need to speak with. All admin should visit the units weekly.

Benton Little Dog- Dad is in prison. Does not think that the Warden should be able to cut a Native American's hair or people of color. People don't understand why Natives wear their hair long and that it is a part of their religion. In 2020, it is not acceptable for a government funded prison to cut a Native's hair. You have no right to cut hair or beards for contraband. This policy is breaking laws that your people and my people died for. Please remove the policy that was approved.

Laurie Little Dog- Second year on the prison board tour. Some things have been brought to my attention that were not clear. Mail is still an issue. I have been very rigidly sticking to the policy and am upset that they keep being denied. My husband was attacked by 8-10 security officers while walking out of showers too fast and did not obey an order. He went to the hospital and suffered severe bruising due to this. I have the mail that was denied if anyone wants to see it. Rec yards are not done, you have missed the deadline that Legislature set. I have been asking for the new definition on the "Severe Mental Health" term and have no answer. I have been trying to meet with Harlan Trombly and have had no response. If he no longer is employed post his job so others can fill it. Husband received a 6-month suspension from visitation because his hands were still cuffed but slipped his belly chains. Cuffs and shackles are not necessary when in a locked room. Would like consideration to redo visitation. Husband tested dirty for marijuana, that was also met with a 6-month visitation suspension. It is on the staff to find the drugs so the offenders who have substance issues do not get them. They are not being treated for their addictions until the end of their sentences. Excited about the RAC additions, MDIU is still an issue in that it does not let Natives practice their faith. Very upset over the hair policy. It needs to be handled in a very respectful way. "Dog runs"-language and culture of MSP and staff need to be sensitive to the fact they are humans not animals. Members of community are upset about the wage that inmates make and the profit that MCE is making. Where is that money going? Maybe should not ask Legislation for more money but look at our own funds.

Next meeting to be held in Shelby in May. **This has been postponed due to COVID-19 issues. A meeting time will probably be set in July, probably using Zoom.**

Meeting adjourned 1:48pm