

**Minutes of the Illinois Department of Corrections Adult Advisory Board Meeting
Sheridan Correctional Center
Monday, January 24, 2011
10:00 AM**

Minutes

Board members present:

W. Kendric Berry	Shaena Fazal
James Gannon	William Patrick Hartshorn
Keith Lape	David Olson
Jesus Reyes	Angela Rudolph
Donald Young	Malcolm Young

Non-board members present:

Leslie Balonick	Stanley Brooks
Sharyn Elman	Roberta Fews
Cory Foster	Eddie Jones
William Marshall	Michael McCotter
Sarah Noble	Jaclyn O'Day
Kenneth Osborne	Austin Randolph
Sara Sullivan	Sheryl Thompson
Jim Utley	

Call to Order/Introduction

- Chair Hartshorn called the meeting to order.
- Everyone in attendance was welcomed and introduced themselves.

Approval of Minutes

- The minutes of the October 25, 2010 meeting were accepted and approved.

Election of Advisory Board Chair and Sub-Committee Chair

- Chair Hartshorn asked for nominees for Chairman for the 2011 Committee. Mr. Lape recommended the current chairman, Mr. Hartshorn. Motion was seconded and affirmed.
- Chair Hartshorn appoints Angela Rudolph as Chairman of the Sub-Committee and Keith Lape as Vice-Chairman.

ACA Update – William Marshall

- Now that Tamms has completed and passed their ACA audit they are now on a 3-year cycle.
- Moving onto the next four facilities: Logan and Decatur in June will be done in one week with one audit team. Southwestern and Menard will be done the next week. After that, ten facilities including the Central Office will be done. Mr. Marshall stated that he can not recall when the Central Office was ever done and it has created a lot of growing pains which is good.

- By 2013 all institutions will be accredited and we will continue on a three year cycle.
- Another project currently in the works is electronic filing which will cut down on cost and make the state more efficient.
- Mr. Marshall has been appointed to the ACA Standards Committee and will be attending meetings nationally and attending the next conference in San Antonio.
- Ms. Sullivan directed everyone to the third handout in the packet that was passed out to everyone which is the schedule of when each facility will be audited. Ms. Sullivan added that everyone is very excited about Mr. Marshall's nomination to the committee.
- Questions:
 - What has been your biggest surprise and largest concern?
 - Mr. Marshall stated that it is probably more of an anxiety than a concern. Mr. Marshall's staff is closely monitoring facilities. Some facilities are moving along faster than others. You want everyone to move along on the same page but that does not happen so you have to take a step back and let the managers do what they have to do. In regards to the first question, there really aren't any surprises but there are things that pop up and we have had to make some procedural changes. Illinois, once we get done with this process will find out a lot of things. Some surprises are procedures and policies that need to be updated in line with the standards.
 - There is a posting that goes up that not just the staff is aware but offenders and the community. The offenders at Tamms were interested in talking to the auditors and the auditors were actually impressed and the offenders were impressed that someone from the national level was looking at the facility. Staff was extremely proactive. 30-40 staff showed up at the exit conference and staff was very helpful. Mr. Marshall is hoping that the rest of the facilities go as smoothly as the Tamms audit went. Site visits have already been done at some facilities and reports given to Deputy Directors, Managers and Wardens. We want all staff to work together to try and meet these standards.
 - Are you predicting most change will be procedural and policy?
 - Waivers will come up. As far as staffing and costs do not see that as an issue. Tamms got accredited in 6 months which usually takes at least 18 months. Procedural changes are things that may be forgotten or slipped. There are some things being changed as we go. Central Office process is very interesting. The Director is extremely proactive. Staff is also stepping up to the plate. Parole will also be done. The changes that have gone on in parole have moved by leaps and bounds. Chief Marshall added that he has saved the state \$80,000 by doing these audits back to back.
 - Mr. Foster added that additional classes of cadets and non-security staff that are not related to ACA but to reducing the overtime budget. The goal is for 18 million reductions by 2012.
 - Maximum Security – any issues with the age of the institutions?
 - Mr. Marshall stated no, the auditors that come in are very seasoned. They have the preliminary information on every facility and structure their staff versed in that type of facility. Boot camps fall under a different manual of

standards. Will do them individually. When building a new facility you build in line with the ACA Standards.

- Is there professional development in accreditation?
 - When a site goes through accreditation there is an annual report. The facility should feel like they developed professionally. Training may change or evolve. We have already passed the training piece at Tamms.
 - Mr. Foster added that in Director's Strategic Plan ACA will be a key component of that. We will be sending a lot of executive staff to participate in those trainings. It started about a year ago with the Executive Summit and will continue. We have a large group of staff that is nearing retirement. This will also help the next line of leaders.
 - Mr. Marshall added that his staff has taken the ACA goals online and recommends staff take it.
 - Chief Fewes noted that part of the Performance Based Audit along with findings allows us to spend time with staff. Mr. Marshall also noted that the facilities that are scoring 100% are telling you a lot about their system. Right now we are at about 90% compliance with Performance Based Audits.

Crime Reduction Act of 2009 Presentation – Sara Sullivan

- A power point presentation was given on three aspects of the Crime Reduction Act of 2009: Risks, Assets, and Needs Task Force, Adult Redeploy Illinois and Sentencing Policy Advisory Council.

Overview of Sheridan Program – Warden Osborne and Stanley Brooks

- Chair Hartshorn announced that the last presentation is on the Sheridan Correctional Center with lunch and a tour following the meeting.
- Warden Osborne started by giving a snapshot of the facility. The Administration at Sheridan Correctional Center is all new no one has been here for over a year yet. We have a relentless ongoing project at Sheridan Correctional Center. Our current population when we started was 950, current census is 1647 as of today, average age is 26 with an operating budget of \$45.2 million.
- We have more drug involved offenders. Our mission is to protect the public through incarceration through a safe, secure environment in which inmates can receive substance abuse treatment services.
- Goal: Change outdated correctional thinking about treatment services.
- Three (3) keys to successful change:
 1. Person has to want to change.
 2. Clients can change through the structural therapeutic process that gets to the heart of the matter.
 3. Individuals and systems who serve the clients must change as well.
- Currently in discussion with WestCare to conduct family education and reunification groups. An invitation has been sent to the US Attorney General and the Director of the Office of National Drug Control to attend our Re-entry Summit.
- Stan Brooks, WestCare Program Director has been involved in the treatment of inmates since 1995. The outcome of putting all vendors under the same roof from treatment to

community has been very viable and can actually say it does not work without the external piece. With this initiative we are able to move guys from the environment that they were in. With the support of you, the support of judges and institutions continuing to send guys here the outcome of this process will be seen in the lives saved.

- Leslie Balonick, Senior VP of WestCare thanked Stan for the work he has done at Sheridan and the staff that come to work every day.
 - Questions: When is the Re-entry Summit?
 - Warden Osborne advised there is no set date as of yet he is still working on some details with Robin in Chief Few's office. It was decided to let Sara Sullivan know when a date has been set and she will ensure everyone is advised.

Approval of 2011 Meeting Schedule

- Chair Hartshorn directed everyone to the back of their packet to a list of suggested meeting dates for 2011 and will take suggestions from board members of locations for the third and fourth meetings. The third meeting is scheduled for July 25th and the final meeting of the year will be October 24th. Motion was made for the July 25th meeting to be held at Southwestern IL Correctional Center and the October 24th meeting to be held at Lincoln Correctional Center. Motion was seconded and accepted. The next meeting will be April 25th at Concordia Campus, Springfield. Motion was made to accept April 25th meeting at Concordia Campus. Motion was seconded and accepted.
- Motion was made to have the first quarterly meeting of 2012 in late February or early March. Motion was seconded and accepted.

Open Discussion/Wrap Up

- The Illinois Department of Corrections Quarterly Report for January 2011 is in your materials and will begin to distribute these reports via email to the Board each quarter.
- Chair Hartshorn directed board members to the contact list in their packet. Check your information and let Sara Sullivan know if any updates need to be made.
- Cory Foster extended an invitation to the Board on behalf of Acting Director Taylor to the next Cadet Graduation on Friday, February 18th at 10:00 AM and to RSVP to Sara Sullivan if you will be attending.
- Ms. Sullivan directed everyone to the very last article in the packet that may be beneficial to read.
- Director Taylor joined the meeting and hoped everyone enjoyed the presentations.
- Meeting adjourned and seconded.