

Oklahoma Senate Committee on Appropriations
2013-14 Performance Report
Pardon and Parole Board

AGENCY MISSION STATEMENT:

To provide quality information resulting in the best clemency decisions. This was adopted by the Parole Board in 1990.

LEAD ADMINISTRATOR:

Terry Jenks, Executive Director, 405 602-6844

GOVERNANCE:

The Agency is headed by an appointee of an independent five member board. The Board members are appointed: Three by the Governor, one by the Court of Criminal Appeals and one by the Supreme Court. Current Board Members are Dr. Marc Dreyer, Chairperson; Mr. David Moore, Vice Chairperson; Mr. Richard Dugger, Ms. Lynnell Harkins and Mr. Currie Ballard. There are no subgroups

GOVERNANCE ACCOUNTABILITY:

The Board meets once per month for a period of three to four days. Minutes are recorded on a Mirantz recorder and consist of each parole hearing for the month. The Board does keep a paper copy of each and every ballot voted on by the Board which is also incorporated into the minutes. A summary of the monthly meeting is created and incorporated into the minutes.

Title 57 O.S. ' 332.4 covers Board Member attendance for meetings. There has been no occurrence when this statute has been needed but if there was such an occurrence it would be utilized. I have attached a copy hereto. Specifically this statute states: Failure of any member to attend one Board meeting in any calendar year, except for justifiable excuse as determined by the Chair pursuant to written policy established by the Board, shall preclude the right of the member to receive his or her monthly compensation established by subsection A or B of this section. In addition, any member who fails to attend two or more Board meetings in any calendar year except for extraordinary circumstances as determined by the Chair pursuant to written policy established by the Board shall be deemed to have committed official misconduct as such term is defined by Section 93 of Title 51 of the Oklahoma Statutes. To initiate a removal from office pursuant to this paragraph, the Board shall pass a resolution by a majority of the members of the Board detailing the alleged misconduct. Such removal shall be subject to the provisions of Chapter 3 of Title 51 of the Oklahoma Statutes. Failure to attend meetings of the Board, pursuant to the policy established by the Board, shall constitute cause for removal to Section 10 of Article VI of the Oklahoma Constitution. This statutory requirement is being followed.

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MODERNIZATION EFFORTS:

The Agency has reviewed each and every paid contract in an effort to reduce expenditure costs. Several contracts were negotiated down for lower costs. Several contracts were cancelled and were replaced by less expensive contracts. The Agency switched telephone companies which resulted in a cost savings. The Agency negotiated its copier services contract resulting in a cost savings and a newer more efficient copier. The Agency has removed individual printers for each employee and is utilizing the new copier for all employees resulting in a cost savings on toner/ink. The Agency has stopped annual staff meetings in house and communicates via e-mail with outlying staff resulting in a cost savings. The Agency utilized the furlough option to its maximum level resulting in a cost savings. The Agency participated to the extent it had the funds to in the voluntary buyout program, have had eligible employees retire, and initiated a reduction-in-force on the business office transferring services to shared services in OSF, all of which resulted in cost savings as most of those positions have not been refilled. The Agency has hired 2 temporary 999 employees in replacement of 1 full-time employee at a cost savings for outlying field work. The reduction-in-force of the business office resulted in a cost savings even though the Agency has to contract and compensate OSF for personnel services. The Agency has 41 FTE's allowed; currently the Agency has approximately only 30 FTE's filled. The Agency has undertaken a review of its mission and its current workload and restructured work load where possible in order to maintain high quality work and its mission with fewer FTE's.

The Constitutional Amendment taking the Governor out of the non-violent offender parole process will result in a cost-savings to the State by expediting the processing of paroles, but will not result to cost saving to this particular Agency itself.

A change for this agency that is resulting in higher efficiency, more expedient work product, and which benefits not only this agency but the public and other agencies is the current project to upgrade the antiquated computer system which would allow many criminal justice agencies to link to the same information utilized by them all on a daily basis, and which would allow elimination of each agency inputting the identical information each time it is needed. Also, the Agency is currently in the process of creating an OK.Gov sponsored website.

CORE MISSION:

There are no services provided outside of the core mission. There are no duplicative services that this Agency provides that another agency also provides. We have been able to provide all of our core services.

PRIVATE ALTERNATIVES:

Services provided by the Parole Board are not performed in the private sector. There have been no privatization efforts with regards to this Agency.