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**State of Nevada**

**Department of Corrections**

**RE-ENTRY TASK FORCE**

**Minutes of Meeting December 10, 2018**

**Meeting Location**: Laxalt Building **Video Conference:** Grant Sawyer State Office

2nd Floor Chambers Building, Suite 5100

401 N. Carson Street 555 East Washington Ave.

Carson City, NV 89701 Las Vegas, NV 89101

1. **Call to Order:** Director James Wrightcalled the meeting to order at 1:39 PM

**Roll Call:** Director James Wright conducted roll call.

**Members Present:**

Scot Martin – Captain DPS Parole and Probation

James Wright – Director DPS

Stephen Aichroth – Nevada Division of Housing

Terrance Hubert- Ridge House

Jon Ponder – CEO Hope for Prisoners

Elizabeth Dixon-Coleman – NDOC Statewide Re-Entry Administrator

Fred Wagner – Department of Veterans Services

William Teel – LVMPD

**Members Absent**:

Steve Canavero – Department of Education

James Dzurenda – Director NDOC

Denise Everett – Ridge House

Don Soderberg – Director DETR

Tyrone Thompson - Assemblyman

Richard Whitley – Director of DHHS

**Verification of a Quorum**:

James Wright stated a quorum of eight was present.

Legal Counsel Heather Zana, Deputy Attorney General, verified quorum.

**Others Present**:

Kim Thomas, NDOC Deputy Director of Programs

Chris Franklin, NDOC Program Officer III

Shannon Romero, NDOC Program Officer I

Veronica Dahir, UNR

Denise Schaar Buis, UNR

Robyn Feese, NDOC Substance Abuse Program Director

Mike Faulstich, Founding Member Kairos Prison Ministry and President of Ridge House

John Helmreich, Ridge House Board Member

Dr. Karen Gedney, Ridge House Board Member

Julie Kotchevar, DHHS

\*Please note that all attendees may not be listed above.

1. **Public Comment.**

Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting.

No public comment from Las Vegas.

Public comment from Carson City. Mr. Mike Faulstich stated he has been in and out of the Nevada Department of Corrections as a volunteer for forty years. With him was John Helmreich President of Ridge House present to interpert because Mr. Faulstich has difficulty hearing. Mr. Faulstich presented about the Kairos Prison Ministry that was done in a few of the Nevada prisons for the last 38 years. The event takes place over 3 days. They believe given the opportunity they can change the lives of inmates. They would follow up every month for one day at the institutions. The Kairos Prison Ministry takes place in thirty-five states, Canada, England, Australia and Africa. Over the years they have learned that most inmates return to the community and as a result were staying with volunteers. They determined that was not a good option and as a result they opened Ridge House. They have attempted to open a location in the southern region but Las Vegas has been difficult territory. Mr. Faulstich requested that they be able to continue conducting three day events at Lovelock.

Terrance Hubert stated he has been involved with Ridge House since 2002 and he wanted to inform the committee that no one is more involved with re-entry as Ridge House is. He thanked Mr. Faulstich and Mr. Helmreich for their efforts. Although this is outside of the scope of the committee he stated he would like to present their difficulties to the Director of NDOC who is not present at this time.

Director Wright asked if anyone in Las Vegas had any questions.

Jon Ponder CEO of Hope for Prisoners thanked Mr. Faulstich for bringing this matter to their attention. He personally had experienced the Kairos weekend many years ago which was the single thing that helped transform his life and he would not be who he is today if it was not for that experience.

Elizabeth Dixon-Coleman NDOC Re-Entry Administrator addressed Mr. Faulstich and stated she would make sure Mr. Faulstich was in touch with the Wardens and that he is able to enter the institutions. She wanted Mr. Faulstich to know that NDOC was awarded a grant for over three-million dollars. In that grant Ridge House is listed a as a northern Nevada partner. She expressed that NDOC is deeply involved with Ridge House and works closely with Denise Everett, their board, and staff.

Director Wright stated he was provided a packet of letters by Mr. Faulstich and he would forward those to the committee members.

Kim Thomas NDOC Deputy Director of Programs stated that he has been in contact with various people who are affiliated and advocating for Kairos. Deputy Director Thomas who once was a correctional officer understands the impact that Kairos has as well as the need for staffing resources. Deputy Director Thomas is open to try to find a place for Kairos in the facilites.

Director Wright thanked Deputy Director Thomas and stated from what he has heard, Kairos seems like a great program that needs to be continued as it can be beneficial for the people we are trying to help.

1. **Acceptance and Approval of Minutes** – December 12, 2017 **(For Possible Action)**.

Director James Wright motioned to accept the minutes as submitted.

Terrance Hubert asked if Sheila Lambert was present during the meeting. Ms. Dixon-Coleman stated that Ms. Lambert was no longer with NDOC. Mr. Hubert addressed the minutes where it stated Parole and Probation would be receiving twelve seats, he was uncertain of the wording. Ms. Dixon-Coleman clarified that the twelve seats were embedded specialists, of which were two program officers granted to Parole and Probation that are embedded at NDOC and other facilities for re-entry. Mr. Hubert also addressed the spelling error.

Director Wright asked if there were any other questions from the members. No further questions.

He motioned to accept the minutes. Jon Ponder seconded the motion.

Minutes for the meeting held on December 12, 2017 were approved.

1. **Second Chance Grant Act** – Presented by Chris Franklin **(Discussion)**.

Chris Franklin, From Nevada Department of Corrections (NDOC) under the office of the Director.

Mr. Franklin presented that since the last time the committee met NDOC submitted an application for Statewide Recidivisim Reduction(SRR) grant year three of which the remaining nine-hundred thousand was awarded. As of last Friday when he spoke with BJA the total awarded for all three years was over two million dollars which NDOC made matches toward. As with the previous two years the third year will be evaluated based on deliverables, competencies, and the ability to track program progress and sustainment. Bureau of Justice Assistance(BJA) has set March of 2019 in their schedule for an on-site monitoring visit that will include a full review of progress, program documentation, sub-awards, financial records and record keeping.

Mr. Frankly presented a few deliverables – Continued focus on two populations, the highest recidivism rates, property crimes and drug offenses. Moving additional participants that meet the requirements to transitional housing centers to increase participation in program activities, increase in community programing efforts to improve traditional service capabilities and the sustainment of the Nevada Risk Assessment System (NRAS), Core Correctional Practices (CCP), Moral Recognition Therapy (MRT), Effective Practices in Community Supervision (EPICS) trainings within and outside of the NDOC. Additional deliverables are, policy and regulation review with the development of desk manuals and quality assurance audit tools, obtaining a QA manager, NRAS validation and data integrity, training in CCP, NRAS, case management, evidence based programs to include quality assurance programing, comprehensive fidelity bench marks, review training records, validating existing staff completions, recertification and annual training schedules and review the possible additional certifications needed based on available trainers.

The pilot for the Substance Abuse Program will be continued and results should begin to show for year three. Additionally, the process evaluation report was completed for the Second Chance Act.

Ms. Dixon-Coleman stated that they have expanded their family reunification components working directly with board member Jon Ponder with Hope for Prisoners. Mr. Ponder has been offered an office in NDOC so they can expand how they can continue the training options. Reunification components have also expanded with God Behind Bars. In the month of December there will be two celebrations, one with Hope for Prisoners and the other with God Behind Bars. Hope for Prisoners have doubled their capacity to serve families that are exiting from NDOC. Last year they serviced twenty families and this year it will be fifty. God Behind Bars has also doubled their capacity, last year they serviced sixty-one families and this year it will be one-hundred and one. High Desert State Prison also conducted a reunification event in October with inmates who are involved with programing, education and substance abuse and counseling services. Fourteen families were reunited with a trunk-or-treat event in partnership with Las Vegas Metropolitan Police Department and various additional law enforcement agencies. They are continuing to work with Ridge House in the north and Freedom House in the south and expanding on all the components presented by Mr. Franklin for our sustainability factor.

Director Wright thanked the staff involved with the grants as he knows they require a lot of work and management. He stated there has been much success with the grants that have been received for programs due to all the hard work that is put into them. Director Wright had a question in regards to the federal side of things, he wanted to know if we were on track and if they were pleased with the progress. Mr. Franklin stated they had meetings with both of the policy advisors and both were very pleased. Mr. Franklin also stated that when BJA visits in March they will be ready for them.

Ms. Dixon-Coleman commented that in March 2018 they were invited to Washington D.C to the BJ to participate in the SRR statewide re-entry grant coordination with all the states that are participating. In meeting all of the goals, deliverables, outreach services and community connections, Nevada was named number one in meeting goals and deliverables in the timespan that they have had the grant. Nevada was also asked to help in assisting with two states that are new to the SRR grant.

No further comments or questions.

1. **Adult Re-Entry and Employment Strategic Planning Program (Strategic Planning Grant)** – Presented by Kim Thomas, Deputy Director, NDOC **(Discussion)**.

Kim Thomas, Deputy Director of Programs for NDOC under the office of the Director Deputy Director Thomas presented about the Strategic Planning Grant which is a newly awarded grant in the amount of $154,407 and is to go before the IFC tomorrow. Deputy Director Thomas stated this grant is at a very early stage but it fits into the over deliverable of the SRR grant but more specifically concentrates on the employment of ex-offenders; those who are coming from the facilities on to the streets or into transitional housing centers. Depending on how well we perform there maybe future rewards to follow.

Deliverables – to make sure that we establish a cross disciplinary executive level steering committee which could be a part of this re-entry task force, making sure that our working groups are cross disciplinary in nature to make sure they include state and local representatives, a variety of agencies and service providers, non-profits and other key stakeholders to help guide the strategy planning process. We would like to have a comprehensive process analysis and systems mapping which should include risk, need and job readiness screening and assessments, program referrals, information sharing process and transitional planning protocols as well as an inventory of existing service capacity and best practices. We want to involve and create an industry advisory group of employers to assist in program development and promote direct connections to the employment that is available. This is strictly a planning grant and we will work closely with DETR in identifying the jobs.

Director Wright stated that this grant sounds like another good opportunity to move our programs forward and excel.

No further comments or questions.

1. **Re-Entry Task Force Meeting Frequncy** – Presented by Kim Thomas **(For Possible Action)**.

Deputy Director Thomas reported that in discussion with the BJA grants advisor, they have recommended that the committee meet more frequently. A change from bi-annual meetings to quarterly. Deputy Director Thomas suggest the committee continue to meet on the second Monday of the month each quarter.

Director Wright notes that this being an executive order task force as we change administration the executive order may cease. Director Wright stated he will have a discussion with Director Dzurenda and they can approach the new administration to see if there is a desire to continue this order as he believes should.

Director Wright stated this is an action item and asked for a motion to switch meetings from

bi-annually to quaterly as presented by Kim Thomas.

Terrance Hubert moved to accept and Stephan Aichroth seconded the motion.

Fred Wager requested we consider holding the meetings Monday afternoons as Monday mornings

can be hectic. Director Wright stated most meetings have been in the afternoon.

Switching meetings from bi-annually to quarterly was approved and accepted with a unanimous

vote.

1. **Implementation of SB 268 – Presented by Kim Thomas (Discussion).**

Deputy Director Thomas presented how the implementation of SB 268 was going internally with the NDOC as well as various obstacles that are being faced. Additionally he would present on BDR 16-204 which was presented to the Governor and approved moving forward.

SB 268 was a revision to NRS 209.511 that had some implications that were not beneficial in everyday practice of assuring offenders have identification. It is important that offenders have an ID prior to walking out of a facility. There are various services that they cannot obtain without an ID. SB 268 states that the Director is not allowed to issue an ID card unless he has verified the full name, date and age of the offender by obtaining an original or certified copy of the documents required by the Department of Motor Vehicles (NRS 483.290 and 483.860). As a result, NDOC is required to go through a list of requirements before they can issue any form of identification. Offenders have many aliases and different dates of birth which cause issues when attempting to verify their identity. Some of the issues that NDOC is experiencing are since January of 2018, they have received 9,318 application in Vital Records, 2,733 from DHHS or other state agencies and 3,869 applications that were sent to other states for processing. NDOC has a book which contains all forms and procedures for obtaining a birth certificate from all states. First issue is that five of the states require the application to be notarized and under the strict law of Nevada a notary should either know for certain who the person is or must have satisfactory evidence that the person whose signature is on the document is that person.. As a result, there is difficulty obtaining a notary signature. Secondly, there are a large number of people who are born outside of the United States, and we are having difficulty understanding what their process is. Third, which has come up recently, there was an understanding between Vital Records and DHHS that they would process and pick up the cost which is approximately thirty-two dollars, to process anyone who is born in the state of Nevada and obtain their birth certificate. The understanding is that it would be provided free of charge to those 90 days from release. 90 days is not enough time and if they are going to a transitional housing center such as Casa Grande the offender maybe gone by the 90 days. We are in contact with Vital Records to see if they can change their policy. Deputy Director Thomas states he can understand why they would not want to provide birth certificates for free when they have applications that are paid for, waiting to be processed.

BDR 16-204 has been proposed to make changes to the same section. Again, this is an amendment to NRS 209.511 and the important part of that is on page four of the BDR where it states the Director shall not provide an offender with a photo identification card pursuant to paragraph E of subsection three unless the photo identification card clearly indicates whether the Director has verified the full name and age by obtaining original or a certified copy of document etc.

There is a second choice for the Director to issue a photo identification card that clearly states that we have not verified the full name and age of the offender. Deputy Director Thomas requests that the board review the BDR. Deputy Director Thomas asked if anyone has any questions.

Director Wright thanked Deputy Director Thomas for his presentation and states that this has been an issue for a long time. It amazes him how there are so many names within the criminal justice system that are not verified. There was a discussion that came up in the past regarding the cards provided by DOC and it was something that could not be verified. He understands that this is a big task and he hopes to find resolution with state Vital Records. We stand a better chance to verify those who are from Nevada versus those from outside states or countries, which could be almost impossible in some cases. Director Wright asked if anyone has any questions.

Mr. Hubert asked if Deputy Director Thomas had a copy of the BDR for the board to look at as it was not included in the packet.

Deputy Director Thomas stated Mr. Hubert could contact him and he would make that available.

Mr. Ponder stated if his memory serves him correctly, in the 77th legislative session there is a SB 423 that the Governor signed regarding identifications and it was allowing inmates to leave NDOC with the red ID cards. Then those ID cards were presented to the DMV and they would recognize that as valid identification and the NV identification card was given in exchange for the red cards. Mr. Ponder is not sure what happened, if something has been undone but this is something that needs to be addressed so he is glad that this conversation is occurring. Additionally, as Deputy Director Thomas presented the 90 days, Mr. Ponder wanted to know if that was something that could be started earlier on. Currently, there are individuals that walk into his office, just released from NDOC who state they have already ordered a birth certificate but it has not come in. This limits even the most basic services that can be provided, Mr. Ponder states he believes this warrants immediate attention because the longer it takes someone to reintegrate the more likely it is for them to re-offend.

Director Wright thanked Mr. Ponder and stated he remembers that process with the red cards. He believes that once the real ID’s came along the DMV had issues with verifying who the individual is. Director Wright stated he often wonders why identities are not being verified sooner in the system rather when they have served most of their time.

Mr. Ponder addressed William Teel with LVMPD to obtain clarification. Mr. Ponder stated his understanding is that when an individual is booked into the detention center they are run through the NCIC system and their fingerprint indicates who the individual is. Mr. Teel stated that was correct. Mr. Ponder asks Mr. Teel if that information obtained is what is used to generate a blue card which is utilized for identification purposes. Mr. Teel asked Mr. Ponder if he was referring to the locater card. Mr. Ponder states yes. Mr. Teel clarified and that the locater card is used only by the officer to maintain accountability of who they have in their control. Mr. Ponder asks if that locater card is created based off of the information from NCIC. Mr. Teel stated that the locater card is created at the time of booking which may not be the same time a persons identity is verified. Mr. Ponder then asks how does the transport officer from NDOC know they are transporting the correct person from CCDC to NDOC, is it based off of the locater card. Mr. Teel states it is based on the information in the system which goes through the verification process.

Mr. Wagar asked Mr. Teel if there is a chance that it could be the wrong information or name on the identification card or is the information absolutely correct. Mr. Teel stated that it becomes tricky when an individual comes in for the first time as a John or Jane Doe, that is where the verification process is important, it provides proven information.

Mr. Hubert stated he was the records manager for the department for a long time and they only required a judgment of conviction. Whoever is listed on the judgement of conviction is who they accept. About 30 days after they get the prisoner they obtain a Pre-Sentence Investigation (PSI) from Parole and Probation which is required for anyone being sentenced for a gross misdemeanor or above. Because of the issue of proving identification they find that the PSI information, the NSIC number, the FBI number, CII number, etc. is accurate. It is only the state ID that occurred within the last several years is what has made it more difficult for us now to go out and require secondary identification such as birth certificates. Mr. Hubert also agreed that 90 days is not sufficient. He asked if there was a bill draft to relieve the department of going out and obtaining additional identification. Mr. Hubert asked if this issue of birth certificates delays an offender from being released. Deputy Director Thomas stated no.

Ms. Dixon-Coleman stated what it does delay is connectivity to community resourcing for jobs, residential living, and transportation. During IFC NDOC was granted nine positions statewide to assist with birth certificates which is not enough time to get everything done. They will go back to IFC to state they are desperate to retain the nine positions.

Director Wright states he understands that this is a tough thing to crack. He states that P&P and their PSI writers are doing their best to back track the individuals as best they can. From what he recalls red cards could go to DMV but since implementation of the real ID’s it has caused issues with verification.

No further comments or questions.

1. **Working Group –** Presented by Kim Thomas **(For Possible Action).**

Deputy Director Thomas presented that everyday the working relationship between NDOC and Parole and Probation continues to grow yet there are many additional ways that the two agencies can collaborate and share the various strategies that work or do not work within the departments. The idea came up that Deputy Director Thomas present this idea to the committee for possible discussion and action that the NDOC and Parole and Probation come together to work on a strategic plan specific to re-entry.

Director Wright stated that he has had discussions with the Chief of P&P and they realize the importance of this. He noted that NDOC and P&P have an outstanding partnership that should be continued. Director Wright stated Captain Martin would be the lead on this as he has the resources within the division. Director Wright also stated he believes this would be a worthwhile venture.

Director Wright stated this is an action item and asked for a motion to recommend that both NDOC and DPS Parole and Probation work together on strategic plan for re-entry.

Elizabeth Dixon-Coleman moved to accept and Jon Ponder seconded the motion.

Mr. Ponder wanted to note that Hope for Prisoners has been awarded a direct grant from the

Department of Justice in the amount of two-million dollars. Mr. Ponders plan is to work very

closely with NDOC. As a working group is being established with NDOC and P&P, Mr. Ponder would

like to also work with P&P in utilizing the DOJ resources.

Establish a working group between P&P and NDOC on a strategic plan for re-entry was approved and accepted with a unanimous vote.

1. **Public Comment.**

Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting.

No public comment from Carson City

Public comment from Las Vegas

Ms. Dixon-Coleman wanted to add that NDOC is sponsoring a statewide law enforcement summit, Ms. Dixon-Coleman stated that it will be held in February. A notification will be sent to all task members as well as community partners to collaborate in the summit. If anyone would like to participate please contact Deputy Director Thomas.

Mr. Ponder noted that Hope for Prisoners has been asked by the White House to take lead on the anticipation of April 2019 being called the month of second chances. We have been asked to make a national call to action to bring awareness to people who have successfully completed their prison sentence and have been home, five, ten, fifteen, twenty years to allow them to take a stand up. Way too often we hear about people who come home from the prison system and went back and recommited crimes. It is not often we let the country know that there are massive amounts of people who have come home and become owners of their own businesses. We have reached out across the country and people will be coming here to Nevada to attend a lunchon. Mr. Ponder would like to invite all of our stakeholders to participate .

Mr. Teel with LVMPD stated that detention will be representing at the American Jail Association in Kentucky next May, they will be speaking about the model that is currently in place. Mr. Teel invited Mr. Ponder to present with him.

Public comment from, Dr. Karen Gedney senior physician for the Department of Prisons 1987-2016 and now board member for Ridge House. Since events were being discussed she wanted to present that the first pilot re-entry program will have it’s graduation at Truckee Meadows Community College. This is a collaboration of justice involved individuals that include the Northern Nevada Transitional Housing Unit from Reno, P&P, and the court systems through a grant from the Governor’s Office. Ms. Gedney will be the keynote speaker during this event.

1. **Adjournment.**

Director Wright adjourned the meeting at 2:50 PM.

Note: Any agenda item may be taken out-of-order; items may be combined for consideration by the public body; and items may be pulled or removed from the agenda at any time. The Task Force, within its discretion, may allow for public comment on individual agenda items. Public Comment may be limited to three minutes per speaker at the discretion of the Task Force Chair. Members of the public are encouraged to submit **written comments** for the record.

We are pleased to make reasonable accommodations for attendees with disabilities. Please call [(702) 486-9991](tel:7756845709), in advance, so that arrangements can be made no later than 4:30 PM on December 9, 2016

Supporting materials may be obtained by contacting Nichole Cordova at (702) 486-9991 or [ncordova@doc.nv.gov](mailto:ncordova@doc.nv.gov) and are available at Nevada Department of Corrections, Re-Entry Department at 3955 W. Russell Rd., Las Vegas, NV 89118

**NOTICES FOR THIS MEETING HAVE BEEN POSTED IN ACCORDANCE WITH NRS 241 AT THE FOLLOWING LOCATIONS:**

Office of the Attorney General, 100 N. Carson Street, Carson City, NV 89701

Office of the Attorney General, 5420 Kietzke Lane – Suite 202, Reno, NV 89511

Casa Grande Transitional Housing, 3955 W. Russell Rd. Las Vegas, NV 89118

The Laxalt Building, 401 North Carson Street, Carson City, Nevada, 89701

The Grant Sawyer State Office Building, 555 East Washington Avenue, Suite 5100, Las Vegas, Nevada, 89101

The State of Nevada Website ([www.notice.nv.gov](http://www.notice.nv.gov))

The Department of Corrections Website ([www.doc.nv.gov](http://www.doc.nv.gov/))

The Department of Public Safety Website ([www.dps.nv.gov](http://www.dps.nv.gov))