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Brian Sandoval  
*Governor*

James Dzurenda  
*Director*

**State of Nevada**  
**Department of Corrections**  
**RE-ENTRY TASK FORCE**

**Minutes of Meeting July 11<sup>th</sup> 2017**

**Meeting Location:** Laxalt Building  
2nd Floor Chambers  
401 N. Carson Street  
Carson City, NV 89701

**Video Conference:** Casa Grande Transitional  
Housing  
3955 W. Russell Rd.  
Las Vegas, NV 89108

I. **Call to Order:** Director Jim Wright called the meeting to order at 1:00 PM

**Roll Call:** Director Jim Wright asked Director Dzurenda if we had staff to take roll call to establish a quorum. Director Dzurenda asked Sheila Lambert to take a roll call.

**Members Present:**

James Dzurenda-Director NDOC  
Terrance Hubert – Ridge House / UNR  
Jon Ponder – CEO Hope for Prisoners  
Don Soderburg – Department of Employment Training and Rehabilitation  
Tyrone Thompson – Assemblyman  
Richard Whitley – Director DHHS  
James Wright – Director DPS  
Elizabeth Dixon, Coleman, NDOC Statewide Re-Entry Administrator

**Members absent:**

William Teel – LVMPD Specialty Courts  
Steve Burt – Ridge House  
Steve Canavero – DOE  
CJ Manthe – Division of Housing  
Katherine Miller – Veterans Services

**Verification of a Quorum:**

Legal Counsel Heather Zana, Deputy Attorney General, verified a presence of a quorum.

**Others Present:**

Steve Aichroth, Division of Housing, Sheila Lambert, NDOC Policy and Grant Administrator, David Tristan, NDOC Deputy Director of Programs, Matt Taylor, Nevada Department of Veterans Services, Kim Peterson, NDOC Department of Education, Jorge Pierrott, DPS, Lieutenant Parole & Probation, DeAnna Guthrie, NDOC.

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

**II. 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

No Public comment from Las Vegas

**III. Acceptance and Approval of Minutes – December 13, 2016 (For Possible Action).**

Terrance Hubert motioned to accept the minutes as submitted and seconded by James Dzurenda. Minutes of the meeting held on December 13, 2016 Re-Entry Task Force was approved with a unanimous vote.

**IV. Introduction of new Statewide Re-Entry Coordinator. (Presentation).**

Sheila Lambert, from Nevada Department of Corrections (NDOC) introduced Elizabeth Dixon-Coleman the new Statewide Re-Entry Coordinator. She stated that “Elizabeth has significant experience working with at risk populations with wrap around services; she will be a strong asset and will be a very active part of this committee”.

**V. Legislative Review of action related to Re-Entry. (For Possible Action).**

Sheila Lambert provided an overview the 79<sup>th</sup> Legislative Session.

The 79 legislative sessions was very productive for both Nevada Department of Corrections and Parole & Probation and had significant support from our legislative members.

**AB23-** the Division of Parole & Probation (P&P) was authorized to establish and operate an independent reporting facility in both Northern and Southern Nevada. Sheila stated that “we are excited this was approved because this will meet one of the requirements for the Second Chance Act grant. This will insure we have a system and coordination for graduated sanctions for those who are on Parole”.

Director Jim Wright asked if Jorge Pierrott had anything to add or comment on the day reporting center. Jorge Parrott stated that they are working with Sentinel and hope to be up and running by October 1<sup>st</sup>. Sentinel is in the process of looking for staffing to work with Parole and Probation and they are also working on policy and procedures on how they are going to refer individuals to the reporting centers as well as house arrest.

Director Wright with DPS wanted to add, that during discussions with Sentinel, directing to Assemblymen Thompson, he stated they wanted them to make sure when the reporting centers get established in the communities, that they are working with community partners that are established in the communities and to make sure there are no disruptions of programs and that they incorporate and engage in the local activities. We are looking for success for the program.

Assemblyman Tyrone Thompson stated he would like some members to get together and establish an outreach plan. Assemblyman Thompson then said he would love to offer to serve as a key person for contact.

**SB306**-is an Education pilot project with the College of Southern Nevada (CSN) for offenders. It provided \$300,000 college level classes as well as vocational education at Florence McClure Women's Correctional Center and High Desert State Prison facility. NDOC will bring back through a formal process to the board for recommendations, concerns, and edits for changes as to how to implement going forward.

**SB268**- This legislation now provides that NDOC cannot provide exit identification unless we first validate the inmate's birth certificates. NDOC will be going to the interim finance committee this fall to request fiscal resources, as identified in legislative fiscal note. The Re-Entry staff will only validate birth certificates and acquire ID's for those inmates who are in the Re-Entry communities, because they have a minimum of one hundred and twenty inmates per case load and they would not be able to facilitate the validation of birth certificates for every individual exiting NDOC. This also ties into the Social Security Administration letter of understanding in terms of validation of ID's so. She also said that Secretary of State Cagavske is very interested in continuing the identification for inmates so they have a better opportunity to get a job or housing when they exit.

Deputy Director David Tristan added, in keeping with the Directors mission that re-entry begins at the arrival of the inmates to the Department of Corrections we are looking to identify who has a valid ID and who does not. He has been in contact with the wardens at our intake facilities and gathered information on how many inmates are processed through intake per week. How many they release per week, per month, and look at the case load. How we develop different types of identification and how we prove their true identity and report to Parole and Probation. We are going to sort out so there is a smooth transition by using all the aliases.

**AB420**- Sheila would like to give thanks publicly from the Nevada Department of Corrections to Assemblyman Yeager and Assemblyman Ohrenschall who really championed programs for inmates within the NDOC facilities; this bill allows the NDOC to provide video conferencing and or electronic devices which could expand education and vocational and other programming for the inmates.

**AB316**- Sheila thanked Assemblyman Tyrone Thompson who was part of the legislative team who championed a lot of efforts on behalf NDOC and Parole and Probation. The bill revises provisions related to Re-entry, it provides permissive language that would support the Governors Re-Entry Strategic Task Force as well as others initiatives to help us expand the type of programming mediation and other links within the community. One of our biggest focuses is to make sure we have the family continuity, work continuity, and counseling services. This is one of the pieces of legislature that demonstrated the commitment from our legislative members of how important it is not to release offender out into the community without the resources and opportunity to succeed.

Director Wright asked if any one of the Task Force members had anything else to add. Assemblyman Tyrone Thompson spoke about a piece of Legislation in regards **AB384** which is to "ban the box." It allows a person to apply for state, city or county jobs, without having to answer the question if they have been convicted of a felony. It allows an individual to go through the process and when and if the employer wants to hire that individual, at that point they can talk about their background. This whole idea ties into the Second Chance Grant.

VI. **Second Chance Grant Act** – Statewide Adult Recidivism Reduction Strategic Plan Implementation Grant - Discussion on progress of grant activities and recommendations. **(For Possible Action).**

Presented by Deputy Director Tristan and Sheila Lambert

Deputy Director Tristan wanted to thank Parole and Probation as well as Nevada Department of Corrections and the community partners. We have made tremendous progress. He spoke about good communication between our staff from NDOC and Parole and Probation so that our returning citizens will have a smooth transition from the institutions into the community. He spoke about the working groups and how they combined two and reduced those work groups from six down to five. These groups are beginning to go extremely well and are very productive with problem solving. We are moving forward with every aspect of the grant. He stated our communication with the BJA indicates we are ahead of the other states with the implementation plan. In the second year we are already discussing the implementation of case planning for the department. Part of this includes:

- Automation of NRAS, testing has been in process and we are going to actually implement and put into NOTIS the risk assessment.
- We are meeting with community Partners, and also with Veterans service to improve what we provide to veterans and to link up our incarcerated veterans to more services.
- We have appointed a Director for Mental Health Services. Although this may not be tied in with the grant, but it will help to develop a Mental Health Delivery system. This will help NDOC network with DHHS, DETR and other community partners to help our returning citizens to better services so that they can make a smooth transition into the community and be successful.
- We are trying to re-establish our partnership with the Foundation for an Independent Tomorrow (FIT).

Sheila Lambert also wanted to review some highlights of the objectives and goals we have been working on.

- The BOJ came out for a site visit on May 10, 2017 and they were very excited with the progress with meeting with our community partners. When we talk about our community partners it is really coming together as one cohesive state.
- NDOC will be the host site of a hiring event at CGTH with a team from DETR who will be taking the lead as well as the Veterans. This hiring event will be taking place this fall. We will also be having a hiring event in Northern Nevada which P&P and other partners will also be involved.
- We are putting together a Community resource plan for anyone who will need to access the system in terms of by county, by service, and for mental health support. This will help both P&P and Re-Entry staff to find whatever resource, from a pair of boots, to housing, to food, anything in the way of resources that they will need. We will get out to the members within the next month for review.
- Training – We have offered seats in our case management training to Parole and Probation specialist that will be coming on board. When the offer was made, Captain Arruti was very excited with the offer, not only will the case management be part of the second year of the grant but, P&P will be part of that as well.
- Our community partners are also part of our EPICS training. We have a number of partners, seventy four to date, that have been trained. We are linking the state partners and community partners so we all have the same vision and the same expectations. This will make for a stronger team by negotiations and work on what is going to work for everyone.

Sheila wanted to thank DHHS and Director Whitley for the Vivatrol project, as well as Medicaid eligibility and linking the mental and behavioral health services. She stated that the Director and his staff have been phenomenal in supporting these efforts and participating with NDOC. We would not be able to do Re-Entry, particularly with the high mental health and veteran population, without having DHHS as a partner.

The Policy Committee made three recommendations moving forward. One was to make sure in year two we have case management going forward. We have been advised by the BOJ that we are going to receive year two of the funds, so we will be receiving an additional one million dollars and we are finalizing the budget, with them, that will include that case management.

Sheila asked the committee to approve an action item to support, in year two of the grant, a Statewide Re-Entry initiative meeting, which would be a conference most likely to be held in Southern Nevada, which brings all the partners to the table in one place at one big location, where we could learn best practices and have a few breakout sessions for community partners and state partners. We would like the committee's permission and guidance moving forward.

Director Wright thanked Sheila for the report and stated that on behalf of Director Dzurenda and himself that they are extremely proud of all the hard work that has been done. We all should be proud of all the progress we are making and encourage everyone to continue on working with each other and really appreciate the efforts.

Sheila stated there are two items we will need action on from the committee. The first action is for the committee to approve the Governors Statewide Strategic Task Force putting on a statewide reentry initiative. We would need guidance from the committee if this is something all the Directors are willing to move forward on.

Don Soderburg stated he thinks this is a great idea. He has been to four of these meetings but, after the meeting it just ends. They are great meetings but nothing seems to happen after that. He suggested coordinating this type of meeting with an action plan, sponsored by the group. He also would encourage doing the meeting in locations that is closer to the communities that are involved. Overall it is a good idea and he would be willing to make that motion.

Director Dzurenda stated that we would also need some type of outcome or performance measures. These groups will need to make sure we have the right outcome that we are looking for and how we are going to measure and have due dates. He doesn't want to start having meetings where we feel good about what we are doing but nothing gets done. We need to have a lay out of what we are actually looking for and what we are trying to get. What the mission is and where we are going to end up. Sheila said as we move forward with the policy committees we can get more details and bring back to the committee and refine it at the next meeting.

Assemblyman Thompson asked if there are resources through the grant to make this happen, or does it have to be community driven and or department resource driven.

Sheila said that we would be looking to ask for some resources for year two. That budget has to be completed within the next thirty days so we can put together a rough estimate if the committee believes it is a good idea, and we need to work out the semantics and incorporate that money into the grant. If the committee would prefer to wait on, or need more details or would like for a year to pass, we can do it in the third year.

Director Dzurenda, motion to move this proposal to the grant committee for recommendation for budget. Director Wright agreed that it was a good motion. Assemblyman Thompson seconds the motion.

The motion passes by all members.

Sheila stated the second recommendation the policy committee wanted to bring to the board is to make a recommendation to the Governor's Office. The policy committee consists of a number of individuals from a number of groups as well as the universities, Parole and Probation and NDOC. One of the challenges is that the individuals who are supporting the Second Chance Act Grant believe that it is more important to have those inmates who exit the facility not to expire but exit on parole. As of right now our parole board does parole upon an approved release plan. The recommendation is for the board to submit to the Governor's Office, to require the parole board, when and if they are going to give a parole date, to either require the inmate to be released within 30 days of that parole date, and or to be released on that actual date and give enough time within that recommendation for a parole plan to be established with a specialist.

We are asking for support and approval to have the Governor's Re-Entry Strategic Task Force to bring this recommendation to the Governor's Office.

Jon Ponder wanted to know what the current process in place is now.

Deputy Director Tristan stated that the parole board provides a date that the inmates are approved for release into the community but they are not released until there is a parole plan approved. Too often what is happening is the individual who is granted parole often is discharged without a plan that has been approved. Too often there is not enough time on the front end with the parole board granting parole or there is not enough time on the back end to create an acceptable plan. Deputy Director Tristan hopes that with the P&P staff that are going to be within our institutions in conjunction with some of the changes we are making inside the facilities, relative to programming, that we will have inmates who will have completed more programming that is acceptable to the board when it comes time to go before the board. We are looking to modify the existing system, by which an individual's has a date to be released, and enough time to develop a plan.

Sheila Lambert stated, part of this recommendation came from information and data that was requested by the various committee members, demonstrating that four to five hundred individuals within NDOC have already been granted parole but have remained in the system for more than thirty days. There are, at times, still in the system for up to six months after their parole date because they do not have an approved plan. So, when they get up to a certain period of time on their sentence, the inmates will choose to be discharged. The concern is we cannot provide the level of wraparound services into the community, because when they are discharged, we cannot mandate they attend various counseling or use various services. If there were an actual date and they were actually on parole up to a period of ninety days after, we would be able to mandate the wraparound services.

Deputy Director Tristan explained about what wraparound services the offenders would be eligible for. He also explained as a result of this last budget some of the funds for indigent housing was moved and enhanced to P&P and NDOC retained some for those that are indigent and will be discharged.

Sheila stated that the policy committee, for reducing recidivism, would be looking for a motion for approval to allow the committee to write this up and submit it on behalf of the Task Force.

Director Wright asked if we have a motion.

Don Soderburg motioned for approval.

Jon Ponder seconded the motion.

The motion passed by all members.

Sheila Lambert asked permission for a staff item, she asked if this item could be drafted up and if the committee members are willing, she will draft up and give directly to Director Wright and Director

Dzurenda for approval and then they can hand carry to the Governor, instead of waiting until the next Re-Entry Task Force meeting.

Director Wright stated that it was a good idea and would be willing if Director Dzurenda is willing. Director Dzurenda stated he was willing as well.

Director Wright asked if there were any other questions for this item.

There were no other questions.

Director Wright thanked everyone for all their hard work and the successes are exciting and we want to continue on.

## **VII. 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 for Las Vegas

Public comment from Carson City

Jorge Parrott on behalf of Captain Helgerman spoke on some of the achievements Parole and Probations have been working on. He commented about the EPICS and ORAS training for the staff in Reno, Carson City, Fallon and Las Vegas. He also stated that for the Re-Entry programs they have six specialists that will be embedded within the prisons. They are working on policy and procedures and are hoping to have staff hired and ready to go by October first. They will be linking services with Health and human services as well with other service and providing additional training such as employment, resume building and how to interview.

In substance abuse, they are working on providing them with additional support as well.

He stated they are also working with family and medical coverage with Health and Human services. Another program they have is called Temporary Assistance for needy families, which will help those who are indigent.

P&P has been working on a lot of these programs and with such a short time line to implement they are trying to get as many of these programs on board.

They are working with the second chance grant, and with the employment committee work group to help identify the inmates, who are in the control group as well as those who are not, as these inmates will be coming to P&P for tracking their progress and will be reporting back to the board.

Director Wright wanted to say thanks to the staff at both agencies and also wanted to thank Director Whitley and his staff and said they have been a tremendous asset to us and is very appreciative for the programs they are bringing on board.

No other comments.

## **VIII. Adjournment.**

Motion to adjourn by Don Soderburg

Seconded to adjourn by Terrance Hubert from Carson City

Director Jim Wright adjourned the meeting at 1:56 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 [\(702\) 486-9941](tel:7024869941), in advance, so that arrangements can be made no later than 4:30 PM on July 7, 2017

Supporting materials may be obtained by contacting Darla Steib at (702) 486-9941 or [dsteib@doc.nv.gov](mailto:dsteib@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))