



STATE OF NEVADA
DEPARTMENT OF CORRECTIONS



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MINUTES

Of the meeting of the

BOARD OF PRISON COMMISSIONERS MEETING

March 19, 2013

The Board of Prison Commissioners held a public meeting on Tuesday, March 19, 2013 beginning at 10 AM at the following locations:

Meeting Location:

Guinn Room
State Capitol Building Annex
2nd floor
101 N. Carson Street
Carson City, NV

Video Conference:

Grant Sawyer State Office Bldg
Room 5100
555 East Washington Ave.
Las Vegas, NV

I. Call to Order.

The meeting was called to order by Governor Sandoval, Secretary of State Miller was present. Attorney General Masto was not in attendance.

Also present from the Nevada Department of Corrections were Deputy Director Support Services, Deborah Reed; Deputy Director Programs Sheryl Foster; Deputy Director Operations, E.K. McDaniel; Deputy Director Prison Industries Brian Connett; Warden Brian E. Williams, and members of the Press and public. Members of the public in Carson City and Las Vegas were asked to sign-in. [Attachment 1](#)

II. Public Comment.

Tonya Brown stated for the record:

- Due to unforeseen circumstances she did not attend the October, 2012 Board of Prison Commissioners (BOP) meeting to be able to object to the minutes from the May, 2012 BOP meeting nor did she attend the December, 2012 BOP meeting to be able to object to the minutes from the October, 2012 BOP meeting.
- Discussed Agenda item #6 the Audit concerning the Accuracy of Criminal History Information. She said the Audit was incomplete and that questions that were put to Assemblyman Horn were not part of the Audit but should have been. Ms. Brown said there are inaccuracies in the Audit and gave examples of computer glitch errors that were in inmate Nolan Klein's records which set the foundation for the Audit. The Audit concluded that the glitch did not have consequences, however, Ms. Brown gave the example of how due to the errors in inmate Nolan Klein's records the Parole Board denied him a parole and revoked all of his granted paroles thereby placing him back on his first life sentence. Ms. Brown stated that some of these paroles had already been expired for over a decade. In his parole hearings prior to the computer glitch Nolan Klein was not deemed a high risk to re-offend however, after the glitch new/false felony charges came up in his record which made the parole board deem him a high risk. She stated that the false

charges due to the computer glitch had a profound impact on inmate Nolan Klein's life and liberty. She disagreed with the findings of the audit. Ms. Brown said that she attended a parole meeting last year and it was apparent to her that the Commissioners did not know about the computer glitch until she informed them. She stated that at least one of those members was a former NDOC worker that was familiar with Mr. Klein's case. She also said she wanted to point out that Attorney General Masto had wanted to bring up discussion about this issue. Ms. Brown brought documentation to show that false information that was supposed to be removed from Nolan Klein's records was still on his record 16 months after his death. Along with written comments she brought additional information for the record as well. [Attachment 2](#)

Former U.S. Senator Richard Bryan spoke on behalf of client XL Steel discussed:

- Thanked the Board for listening to comments during the December BOP meeting regarding the potential impact of the Prison Industry program. He reminded Board members that his client lost two bids to Prison Industries as a result of what his client believes was unfair competition to the private sector. His purpose today is to encourage the Board to address a protocol that will prevent that from occurring to other Nevada employers and other Nevada employees. He addressed comments with respect to AR 854, page two; the vetting process. He believed it is a good first step but that more oversight is needed. He explained that the current Prison Industries is governed by two protocols. 1, if the goods that are made in the prison move into interstate commerce, there are Federal laws and regulations that is referred to as the PIE program. He stated they are much more helpful in protecting businesses.
- Stated that he sent each BOP Commissioner a letter regarding these issues. On page two, he is asking that the protocols currently in place for the inter-state should be made applicable for intra-state program as well. He reviewed the requirements. Governor Sandoval brought up that there is a labor representative on the Legislative Committee. Also, he will review the suggestions in Senator Bryans' letter. The Governor stated that for a time there was a lapse in bringing new Prison Industries before the BOP for consideration however, they did go through the Legislative committee which is comprised of Senators and Assemblypersons, as well as a member of labor and others. The Director (Cox) is the person who originally brought this lapse to the attention of the BOP Commissioners and was not responsible for the lapse. He reiterated that under no circumstance does he want prison labor to replace private sector labor. He does not want a situation where a private sector employer would be able to have a more competitive bid because they are able to subsidize their labor with prison labor.
- Senator Bryan discussed that Federal prevailing wage is not quite the same criteria that we have historically thought. He said he will provide that information to the BOP Commissioners. The Governor believed it would in fact increase the prison labor costs and he would have to explore the law of unintended consequences and what that would do to the various programs such as the Horse Program and other areas where there is not private sector employment and it would essentially have a negative impact on the prison budget. Governor Sandoval would like to discuss this further with Senator Bryan.
- Senator Bryan researched the protocols of Prison Industries in Texas which had adopted some of the Federal wording. He brought up requiring written proof of consultation with representatives of local private sector and written assurances that the proposed industry program will not displace Nevada employees, might be helpful for the Board. Governor Sandoval said that he did not want there to be a suggestion that consultation isn't occurring now because we have private sector members on that Industrial Board and we have a labor member on the Industrial Board.
- At a previous subcommittee meeting there was an agenda item that involved waste handling. Senator Bryan said that when it was brought up, the people that were representatives for organized labor said this was the first they heard of it. He said they were blindsided but added, not by any diabolical purpose but without the written assurances if members of organized labor and the private sector would have been impacted, he's not sure that the subcommittee would ever have been aware, that although consultation may have been had, they were blindsided and

the item was taken off the agenda of the Legislative subcommittee. He stated that he was just there as an observer and that is what he saw occurring.

- Senator Bryan said that he has some members of his organization that sit on the Board of Prison Industries. He stated that guidelines are needed. That the work that was unfairly competed against Senator Bryans' clients actually put some of his members out of work. Specifically, one of the jobs was a prevailing wage job. His contractors cannot compete against somebody who is paying minimum wage. The other job that this company got was specifically a private industry job and work that they typically do. He is not there to point fingers or blame anyone but to find a solution. He agrees with suggestions in the letter that Senator Bryan sent to the BOP Commissioners. He understands the need at the prisons and that prisoners who are working are easier to manage. However, the kind of work in this particular situation displaced taxpaying citizens. He believes the four suggestions in the letter are prudent and not out of line. Governor Sandoval agreed that we cannot have a situation where we are displacing citizens from their jobs and have identified this as an issue. He is not sure when those contracts were entered into however; they did not come before this Board. There is an opportunity to improve what we have here for better consultation to insure that this can be a win, win situation.
- XL Steel provided a Proposal for the Desert Park Behavioral Health Hospital Project and a Budget for the Planet Mazda Las Vegas Project. [Attachment 3](#)

Robert Conway, Iron Workers local 433 spoke:

- Concurred with the previous two speakers regarding no displacement, wage requirements, consultation with local businesses and organizations that could be affected. He does not believe that the Committee does a good enough job contacting people and that these contracts need to come before this Board and not just the Committee.
- Governor Sandoval explained that these issues always should have come before this Board and that historically they always did. However, at some point in the past, Prison Industries contracts stopped being brought to the BOP Commissioners and only went to the Committee on Industrial Programs. He said that Director Cox, to his credit, identified this oversight and brought it to the attention of the BOP Commissioners. He assured everyone present that all new contracts that have to do with Prison Industries will come before the BOP Commissioners for their oversight and input, in addition to the Committee on Industrial Programs. The Governor promised to be very vigilant as his goal has been and remains, getting Nevada citizens back to work and he does not want to see a situation where private sector jobs are lost.

Danny Thompson representing AFLCIO

- Went on record in opposition to the move of Parole going under the Department of Corrections. He views it as an unnecessary expense at this time.

Lawrence Wilgus, former inmate

- Read his comments into the record regarding concerns about wrongs that affected him while incarcerated at NNCC. He stated that only 300 out of 12,000 inmates were investigated during the Audit and requests that the LCB release their finding that reflect him and his situation. He stated that the glitch added a false escape charge to his record on July 18, 2011 and due to that, a guard used excessive force on him injuring his left arm. He also believes he served an extra 90 days due to the glitch. He also handed in a copy of the letter he wrote in October 2011 to Director Cox, Attorney General Cortez-Masto and several more NDOC staff. [Attachment 4](#)

Keith Uriate, Chief of Staff of AFSCME Local 4041

- Spoke on items number five and number seven. He said he wanted to echo previous testimony regarding item number seven and also add that Prison Industries and other vocational training is a critical element to the inmates of the Department and to the safety to those who work in the Department.
- He explained that they are against placing Parole under the Department of Corrections as it is in, what he would call, disarray. In October he spoke here about AR 319 and shift bidding.

[Attachment 5](#)

- In February he sent a FOIA Request, compliance with AR319 Workplace Safety. [Attachment 6](#) The purpose of this was to see if the Department was in compliance with this AR. He went on to describe the contents of AR 319. He explained that there are correctional officers working today that have not been trained on their post and putting themselves and inmates in danger. He said that inmates at Northern Nevada Correctional Center (NNCC) are older and that there was a 70 year old inmate who has been in physical altercations with correctional officers. Form 300, posting of all work related injuries that occurred at that location is required to be posted from February 1st each year through April 31st for one year. He said he had a copy of the one from NNCC for 2011 and it was signed 3/13/12, it should have been posted on February 1st. These individual locations are not in compliance and here you have a Department that is functioning and putting it into a Department that is in disarray makes no sense. He submitted a copy of his FIOA to the Commissioners.

James Kelly, Nevada Corrections Association (NCA), stated that Gene Columbus the President of NCA wanted to be here however, could not get off of work to attend; so he is taking his place.

- NCA has recently sent letters to each BOP Commissioner and Director Cox. He came to discuss the reductions in training and the use of minimum staffing levels. He wanted to point out that officers were receiving a bulk of their mandatory training through the internet for the sake of budget savings at the expense of safety and security.
- He discussed that the use of minimum staffing levels have been a point of contention for some time. NCA believes that the PREA rule forces NDOC to commit to a minimum staffing level that is both safe and consistent.
- He stated that the Administrations low priority of training and retention were probably the main contributor that led to an incident at Ely. The staff involved was not trained well enough to be in direct contact with some of the most dangerous inmates in our system.
- An incident at Warm Springs Correctional Center was discussed where on officer was assaulted by inmates. An officer in the control bubble stopped the assault with his firearm and called for backup.
- NCA understands the budget concerns with today's economy and would like to emphasize that the safety and security of NV citizens must take priority over all else. To send staff into potentially volatile situations with inadequate training, improper tools and with no backup is unconscionable.
- NCA has conducted an analysis of the staffing portion of the PREA rule and has submitted a copy of it for inclusion in this record.
 - The attachments from NCA have been placed in chronological order: [Attachment 7](#)

Bob Bayer, former Director of Nevada Department of Corrections, said he was filling in for Glen Whorton to discuss Agenda item number seven when it comes up.

Correctional Officer James Gaida from NNCC

- Commented on AR301 and the lack of training. He asked why does the NDOC undermine the shift bid process. Specifically an Associate Warden who force-transferred three C/O's from B Team Days to B Team Nights to "equalize shifts;" which put non POST certified "shadow capacity" C/OT's onto the day shift. Shadow Capacity means that they are allowed to work for

12 months shadowing a C/O to learn from them. (This is not an official NDOC designation) Gaida states that these C/OT's are not supposed to be counted for staffing levels but at NNCC they are. He says people they are hired from the street and put into a correctional facility but when the police hire staff they don't put them in a patrol car and send them out, they put them through an academy and then an FTO process and only then are they allowed to act in a law enforcement capacity. Gaida believes that only C/O's or C/OT's that are not protected under AR301 should have been force-transferred and not the three C/O's who were. Gaida said that when asked why C/O Perry did not challenge this, he stated he was afraid of retaliation from supervisory staff at NNCC. He said the fact that such a climate exists or is perceived to exist is preposterous and the way to fix it is to realign the upper management at NNCC.

- He explained the level system and that Unit 4 which is considered a level three (worst inmates) is continually have minimum staffing levels. Unit 6 is a transitional mental health unit and is routinely run with one officer. He believes that if you are sending staff in to work at NNCC that they should at least be POST Certified.

C/O Gavin discussed that he has a recording where Associate Warden Ron Schreckengost undermines Correctional Officer Lesure (sp?).

- Incident that took place at NNCC on March 3rd at approximately 11:00 PM, there were approximately 33 staff working and NNCC holds 1,500 prisoners. He stated that at a previous meeting Director Cox stated there was a 6.27% staff to inmate ratio at NNCC. What he is counting is all staff that work at NNCC including secretaries. When this incident happened, it took at least 7 officers to take down this one inmate who was armed with a medical cane and did approach the officers, possibly to assault them. Both inmates that were in that fight had previous assault and battery charges.

Randy Bulloch, owner of Alpine Steel

- He has been a client of Prison Industries for 7 years and wanted to address some of the earlier comments. He believes the PI program is a win win for the State. The State wins because we help fund the programs and the inmates win because they receive training that they can use when they come out into the community as our neighbors and can have employment. Businesses that invest in the program can ultimately win.
- He said that his company lost hundreds of thousands of dollars in the first few years because they had to go out there and take individuals that had virtually no experience and train them and, at least in their industry, become a certified operation before they could put product into the market place.
- He is familiar with the PIE program and his industry would not be able to operate under those kinds of conditions. They can hire people in the open market for less than what the PIE program would require them to pay inmates in a prison program.
- Adding the costs of the Correctional Officer, the logistics of going into and out of the sallyport, which are substantial, the travel to and from the prison, having to bring their materials to a Las Vegas facility and transfer them to another truck to bring them out to the facility. He does not believe his company has a financial edge because of that. He believes they compete based on the talent of the individuals, the training and their experience in the market place.
- Mr. Bulloch said that if you do implement the PIE program that is used for goods that go out of state it will be very difficult to attract clients to work out there. Most of the businesses are gone due to the downturn of the economy. He believes that you would single handedly destroy the Prison Industry Program if you were to implement the PIE program requirements for intra state commerce.
- Alpine Steel has picked up some work however, their Prison Industry program has been shut down for several months. The new work is not related to the work they did with the Prison Industry program. He wanted to point out that Mr. Bryans' client was offered the same

opportunity with Prison Industries that he was so he does not know how he had any advantage over them.

- In response to Alpine Steel taking work from members of Local 433; Mr. Bulloch does not know of a single steel fabricator shop in the state of Nevada – there may be one but he does not know if it. Most of the steel that is erected in Nevada comes from Utah, Arizona, California and other states or foreign steel, mostly from China. So if there is a desire to put Nevada citizens to work, he suggests leaving the current Prison Industries program as it is.

Ron Cuzze, President Nevada State Law Enforcement Officers' Association. (NSLEOA)

- Provided a two page bullet point presentation concerning agenda item number 5. He also provided two additional documents. He and his Association feel that the current proposal of combining Parole functions into the NDOC is totally wrong. It will not be cost effective, will not provide promotional opportunities and will in fact downgrade positions. [Attachment 8](#)
- He would like to sit down with the BOP Commissioners and discuss the adverse impacts of the plan in detail. He feels the administration is being given a lot of misinformation and disinformation. [Attachment 9](#) letter dated 2/1/13 Opposition to the proposal to move Parole to the Department of Corrections [Attachment 10](#) letter dated 2/17/13 NDOC Business Plan/Community Services – Parole Division
- He added that they support item number seven and also support the comments of Mr. Danny Thompson.

Sebring Frehner stated that he is an out of work iron worker.

- He has done both union and non union steel fabricating. The prison industry as it stands now provides a cost advantage over hiring private sector people like him. He thinks it is something that shouldn't exist.

Norm Halliday, President of the Nevada Association of Public Safety Officers, CWA9110

- He stated that they concur with item number 5 with Ron Cuzze and also they concur with Danny Thompson.

Chris Gallagher, member of NSLEOA

- He stated that he is here on his own time to give his own personal view on item number five which he opposes. He said that the Department of Public Safety, Parole and Probation Division has a clear and different mission than the Nevada Department of Corrections. If you take the Parole section and put it under the NDOC you are extending their current mission. The NDOC would have to focus not only on the population inside the prisons but then will have to start to focus on the parolees that are outside of prison and in public society. He thinks that would be very negative for the public. He said to Governor Sandoval that one thing he said when he was running for office was that you wanted to eliminate redundancies within Departments within the State. He stated that if Parole goes under NDOC we would have two departments doing the same mission which would increase costs to the state. Mr. Gallagher brought up that Nevada had several unfavorable statistics against us, i.e. unemployment, foreclosure rates, etc... but that Nevada's parole statistics are some of the best in the nation, so why would you want to change something when we're one of the best. He suggested focusing on improving the current probation department and fixing the problems in the NDOC.

Former U.S. Senator Richard Bryan

- Said that Mr. Bulloch representing Alpine Steel brought up two specific contracts that his client lost that represented 25 Nevadans that lost an opportunity to work as a result and he is not sure that it was in the best interest of the State as Mr. Bulloch owes the State \$415,000.

Governor Sandoval gave Mr. Bulloch a brief opportunity to speak to Senator Bryans comments.

Mr. Bulloch stated that he has 50 employees and no employees at the prison right now. If another Nevada construction company gets the job, that then his employees will lose their job the same way.

III. Acceptance and Approval of Minutes – December 17, 2012 meeting. Governor Sandoval wanted to have some corrections made to the minutes draft concerning name corrections. Secretary of State Miller stated that he wanted to review the minutes with the NDOC in more detail as he was not sure they fully reflected the discussion that took place on a couple of the agenda items. Motion to hold off on approval the minutes until the next BOP meeting passed.

IV. Presentation and overview of the Prison Rape Elimination Act (PREA) law and standards and requirements and impacts to the Department by Director and Inspector General's Office staff.(For Possible Action) – Pam DelPorto the Inspector General for the NDOC and Kirk Widmar, the assigned PREA investigator in northern Nevada discussed this issue.

- IG DelPorto did an overview and then went through a PowerPoint presentation handout. Since the presentation is attached, only the extra comments discussed regarding the slide will be placed on this record. [Attachment 11](#)
- PREA was signed into law by President Bush in September of 2003 with each type of facility having different dates of when they are to come into compliance. Federal and state prisons August of 2013, jails 2015, and juvenile facilities 2017.

PREA Law - 42 U.S.C. § 15601 Summary

❖ Establish a zero-tolerance standard – Inmates can not legally give consent for sex therefore any sexual contact is considered non consensual.

❖ The Bureau of Justice Statistics shall carry out, for each calendar year, a comprehensive statistical review and analysis of the incidence and effects of prison rape – The NDOC has been keeping statistics since 2007.

❖ Training has been impacted by sequestration. The National Institute of Corrections is not offering free training at this time.

❖ The U.S. Attorney General's Office no longer has \$60 million in grant monies available for all facilities. There is no money for Departments of Corrections, only for Juvenile Justice and Jails.

❖ 02/2011: Draft DOJ standards released

❖ 05/17/ 2012: Final DOJ standards released – The Governor is put in place to certify the audit

❖ 08/20/2013: Three-year audit cycle begins

❖ Summer, 2013: Due date for Governors' certification (TBD)

❖ If not in compliance, the states Justice Assistance Grant may be impacted by 5%.

IG DelPorto did not go through each of the definitions of sexual abuse however; she did review the eleven standards for adult prisons:

- **Prevention Planning**
 - **Responsive Planning**
 - **Training**
 - **Screening for risk of sexual victimization and abusiveness**
 - **Reporting**
 - **Official response following an inmate report**
 - **Investigations**
 - **Discipline**
 - **Medical / Mental Health**
 - **Data collection and review**
 - **Audits**
- The determination of whether or not the Department is in compliance is made through an external Federal audit. We have been informed that the first audit cycle will begin August 20th and during that time frame 1/3 of our institutions will be audited and the second year will begin

the next cycle and the next 1/3 of our institutions will be audited and the third year the last 1/3 will be audited and then the cycle starts again so that there is a continual cycle of audits.

- IG DelPorto clarified the summer of 2013 the Governor will certify the audit that will be performed externally by Federal auditors. Governor Sandoval commented that the 3 year audit cycle is to begin in August of 2013 but the date for certification is the summer of 2013 and he asked IG DelPorto how we get both of those done. She replied that she did not know however, the NDOC is working very hard to meet compliance with these so that if an auditor comes in and asks questions, we are ready to answer them. She pointed out that we have presented 44 updated Administrative Regulations that are impacted by PREA standards. Under the subsection on prevention planning are conducting background checks of every employee, volunteer and contractor.
- IG DelPorto discussed the NDOC's tentative compliance date of July 1st. Although the Federal Audit Instrument was supposed to have been available already, as of today, March 19th, 2013, they have not posted it yet. Director Cox explained that we thought we would have it mid February but as of yet, no states have it. The Directors across the country are asking if they are going to postpone the timetable for compliance. Director Cox brought up the concern that without the audit instrument, it is difficult to train the auditors on what they are to look for.
- IG DelPorto explained that neither the statute nor the standards restrict the sources of information the Governor may rely upon in deciding whether or how to certify compliance. Hence, the standard requires the Governor to consider the PREA audit results (if any exist), but may consider other information as well.
- Governor Sandoval pointed out that it says the Governor shall consider the results of the most recent agency audits. But asked how we are to know that those most recent audits are in compliance with the audit that is going to be performed by the government. IG DelPorto responded that we don't know 100% but we do have the standards and we have made a 'read easy' (version) of the standards and subsections which will be provided to the Board. This is why the Department is seeking to reach compliance with as much as possible within their limited resources and limited time.
- Governor Sandoval brought up the slide that states: The Department of Justice shall develop and issue an audit instrument that will provide guidance on the conduct of and contents of the audit. IG DelPorto confirmed that no states have received this audit instrument as of yet. The Governor stated that he would not sign a certification of an audit for which we have not received standards for. Director Cox and the PREA compliance unit will present the Governor with an update of where NDOC stands regarding compliance of the standards on July 1st. This will be placed on the agenda for the next BOP meeting.
- Governor Sandoval said it would be prudent for the Board to send a letter to the Bureau of Justice now to urge them to provide the standards.
- IG DelPorto explained that in the meantime all staff at Lovelock Correctional Center (LCC) and Warm Springs Correctional Center (WSCC), have been trained in PREA standards and NNCC is in the process of training. IG Kirk Widmar is our expert trainer and he will be heading to Florence McClure Women's Correctional Center (FMWCC) next. Due to the timing it is possible that not all staff at HDSP and SDCC and ESP will be fully trained by our self imposed July 1st deadline. We will be utilizing a train-the-trainer setting to help implement the training more rapidly. NDOC has been doing prison rape investigations for years which is why IG Kirk Widmar and his counterpart in the south, Bonnie Howard, are considered experts. Other states and other agencies have reached out to IG DelPorto for presentations and discussions regarding PREA impact. If they house any of our inmates, then they are required to be in compliance as well even before their federally required due dates.
- Director Cox said that he will have contact with the Association of State Correctional Administrators (ASCA) and they will work together on a letter, to the Department of Justice, for all the Board members signatures.

V. Discussion of Legislative matters affecting the Department of Corrections FY 14-15 Budget Request including the Realignment of NDOC and Division of Parole - Greg Cox, Director (For Possible Action)

- Director Cox explained that he has been working with Chief Bernie Curtis, Deputy Chief Tony DeCrona and DPS staff. Members of the NDOC and DPS spent over nine days with experts from the National Institute of Corrections on a planning and training session that involved three different Directors from three states that have moved Parole functions to Corrections. There are forty states that currently have parole with corrections. It means a continuum of care and services that we provide. Brian Fischer, Commissioner of New York Department of Corrections and Community Supervision said the same people are on parole that come out of our prisons so we serve the same people.
- Director Cox pointed out that we have a very short term of parole here so it is very important that we work on the parole planning while they are still incarcerated; that we have the connectivity with the parole agents and parole specialists that are going to work with them. There is definitely opportunity for career advancement. He has spoken with two correctional officers who contacted him to let him know that they have already received CAT II training on their own time with their own money. He said that with the help of Chris Perry and Bernie Curtis they sent out a chart that shows the opportunities and progression of staff in both the NDOC and Parole so people can see how they can move up their career ladder and career path.
- This move is good public policy, good public safety. With this other states have seen a reduction in recidivism as will we. We intend to use it as a model for our Community Services Division which other states have accomplished. The ability to expand our Community Corrections is what every state is moving towards. It reduces hard bed prison costs by people not coming back. We intend to use in a very efficient and effective way resources of both agencies, transitional services for housing for substance abuse assistance and mental health services will be increased. We will utilize faith based organizations that already work very closely with us to help the offenders get the help they need when they reach the community.
- We are looking at our technical violators, parole violators and what we consider to be some of what we consider the fractures in the services we are providing both in the prisons and when people get out. We have a criminal justice flow chart that shows where there are duplication of efforts and where we can make improvements in our process. We have been working hard and training for this realignment process for some time now.
- We are following the path of other states that have done this. Two who have recently done this are New York and Tennessee and they have seen a reduction in their prison costs. Although that is extremely important, we are proposing this as good public safety and good public policy when it comes to providing the continuum of care and wrap around services to those individuals while they are in prison before they're released and while they're placed on parole.
- Governor Sandoval asked what the average parole time is. Tony DeCrona Deputy Chief with Parole and Probation responded; typically parole is sixty to ninety days based on credits earned inside the institution and then they are eligible for credits while on probation. The Governor asked if we are doing this because we believe that we can improve outcomes for the inmates after they are released.
- Deputy Chief DeCrona said some of his comments will dovetail into Director Cox's comments. He stated that it's going to involve the transfer of 105 positions 74 of which are sworn 31 are not. There is no loss of pay or benefits to the staff that are going over so there is no negative effect. There will be promotional opportunities for both Parole and NDOC staff. A major goal is to enhance communication between the offender and the parole agent prior to their release. This would entail the parole agent spending some time with the offender in the facility. They would build rapport and be able to go over what is expected of them, to ensure that their release plans are valid, ensure that their programming in the institution won't be duplicated on the outside. It gives the offender the opportunity to complete programs inside and possibly streamline them

into more opportunities outside. Overall the benefit is for the offender and his continuum of care.

- Governor Sandoval clarified that the cost savings would not be on the backs of Parole or Correctional staff members, that because of the continuum of care it would be on the side of less recidivism down the line. Deputy Chief DeCrona agreed. The Governor said that part of the presentation today begs as to why we aren't doing what is being suggested now. Deputy Chief DeCrona explained that currently their prerelease unit has contact with a caseworker when someone comes up for parole. There are a large number of people, roughly 350 per month who are not released for various reasons the majority being because they come up with a non viable plan ex: vacant lot as an address, or want to live with a former victim. Corrections caseworkers and parole prerelease specialists are communicating on a daily basis in that respect. The way to enhance that would be to put staff in the correctional facilities to head off a lot of the issues and make sure they can get out.
- Governor Sandoval brought up the law enforcement Associations concerns about how they will affect parole officers and will their job responsibilities change in any way if they are moved to the NDOC. Deputy Chief DeCrona said that their caseloads will remain the same. The only difference is they will be answering to a different department; will their job duties change? No.
- Governor Sandoval said that is a great percentage, 85% of no recidivism within the 60 - 90 days but we don't have a firm grip on what the recidivism rate is once an inmate is off parole. So the hope is that once they're off parole if we were to do it this way that parole officers working within corrections with the inmates to create these plans and enhancing the programs, that it will decrease the recidivism rate down the line providing the cost savings to the state since individuals are not coming back to prison. Director Cox said that yes, that is very true.
- The Governor said that this is a big shift for a lot of people and his understanding is that the goal is to improve the outcomes for the inmates down the line, not to punish anyone, not to reduce costs, but to improve the outcomes because you have a parole officer contact with the inmate even before they are out on the street. Although we have good outcomes for 60 – 90 days, but that's typically not enough time to complete the programming that's necessary to assure success in the long run. Director Cox agreed. Deputy Chief DeCrona added a caveat that there would have to be a balance for the Parole officer between time spent inside the prison with inmates and time spent in the community serving the inmates on parole.
- Governor Sandoval asked Deputy Chief DeCrona what he would say to the Associations who have Parole agents as members and are concerned about promotional opportunities and the cost effectiveness of this. Deputy Chief DeCrona said that the promotional opportunities were outlined in the memo sent out from Director Cox and Director Perry provide for sworn and non sworn opportunities within the Community Services Division and the institutions. He said he's not a bookkeeper but the costs would be about the same. He confirmed that anyone moving from Parole to Corrections would not lose any rank or salary and would still have the same promotional opportunities. Director Cox stated that Correctional staff are looking at this as an opportunity to promote up and increase their pay and stay in State service and maintain their benefits and retirement. Director Cox also responded that there are forty states that have Parole with Corrections and also many that have both Parole and Probation with Corrections. We are the only State in the Nation that has Parole and Probation with the Department of Public Safety.
- Deputy Chief DeCrona explained that the typical Parole officer has 80 parolees to supervise on the street but will need to spend some time in the prisons. Director Cox said that ratio would not increase. There would be no more duplication of effort. He gave the example of substance abuse treatment having been completed inside; they would have met that tenant of their parole. We are looking on how to enhance those services within the community working with non sworn staff. NDOC has three reentry facilities that provide a reentry unit to provide as many of these services as possible. Part of our reentry plan is to have reentry staff located at the Parole offices and work with them there as well.

- Secretary of State Miller questioned number three off the letter provided by NSLEOA; which stated that this was phase 1 of a 2 part plan and wanted to know if that was accurate. Deputy Chief DeCrona stated that he is not aware of any 2 part plan to move Probation to the Counties. Not at all. Director Cox also stated that the consultation and training with the National Institute of Corrections does not include doing anything with Probation. The movement of Probation was never considered.
- Secretary of State Miller asked about number 8 on the NSLEOA letter which referenced cash register justice. The concern is that NDOC personnel would be put in charge of the front end of the inmates sentence and then on the back end as well and that NDOC may have an interest in reducing the prison population that is being overseen. Deputy Chief DeCrona explained that when an offender violates there is another entity that is involved and oversees that part of the system. The inmate has to go before the Parole Board who makes the final decision of whether the person is reinstated to parole or revoked to prison. So there is a third decision making body that is separate from Parole and from Corrections. Currently a Parole officer can use their own discretion on when to send someone to the Parole Board based on the significance of the violation. If it's a minimal violation there are intermediate sanctions that they can take. For instance, they do not take people back for their first positive drug test. They work with them and get them more counseling, increased reporting and drug testing. If the offender uses up all his opportunities to fix the problem then he is brought back in.
- Secretary of State Miller brought up oversight of the Division of Parole, with respect to the Board of Prison Commissioners, when it is brought to NDOC. Director Cox explained that they have submitted the plan and the applicable statutes to the Attorney Generals office and that Attorney General Matso has scheduled a meeting with him to discuss this and additional issues. Per the statutes if Parole comes under the NDOC then the Board of Prison Commissioners would oversee it as well.
- Secretary of State Miller asked why, if this has been in the planning stages for some time, this was not brought to the Board prior to the Legislative session if it was on the agenda. Director Cox responded that they have been going through intense planning sessions and recently completed one of the last planning stages and that NDOC did present a business plan to the Legislature to look at how we would accomplish this. Director Cox said that with the budget session and how NDOC submitted the budget to move Parole over, the budget would have to be funded and approved by the Legislature prior to making a Community Service Division and moving Parole over.
- Governor Sandoval asked on behalf of Mr. Cuzze, question number five from NSLEOA's submittal. Currently Parole officers are Category 1 officers; and of course they would maintain their status however, the NDOC intends to have newly hired Parole Agents come in as Category 2. Would this limit their ability with regards to those they are supervising? Deputy Chief DeCrona responded that it would not affect the ability to supervise the offenders. He explained that when the Division of Parole and Probation was a stand alone agency they were Category 2 police officers. Those that came into the Division as Category 1 officers were grandfathered in. He said the only difference is the amount of training each category receives. There is certain training that is provided to Category 1 that is not provided to Category 2 however, all the basic law enforcement, firearms, defensive tactics, taser, search and seizure are all provided to Category 2.
- Governor Sandoval read part of the question that these agents will use more intermediate sanctions to keep offenders out of prison rather than returning them to the Parole Board for possible revocation. Deputy Chief DeCrona said that he cannot speak to where Mr. Cuzze came up with that. He further explained that Category 2 officers still have the ability to make arrests.
- Governor Sandoval read question number one from Mr. Cuzze's submittal, regarding the "California model" proposed by James Austin, a contract analyst for NDOC. Deputy Chief DeCrona said that it was an apples-to-oranges comparison as the demographics between California and Nevada are not the same. California has a number of things in their system that

we do not. Based upon the business plan and discussions with Director Cox, this is not going to happen that way. California is under Federal court order to reduce bed space, they have tried non revocable paroles to lower bed space and those are things typical to California, not Nevada. Director Cox added that the planning through the National Institute of Corrections experts is best practices, best standards for the Nation and the individuals who presented it have experience with Corrections and both Parole and Probation backgrounds. This is viewed as a National best practices model, not a California model.

- Governor Sandoval said that NSLEOA submitted valid concerns and asked about number four; the Dangerous Offender Notification System (DONS) will be seriously impacted as the NDOC computer system does not have the ability to interact with DONS and send out notifications. Deputy Chief DeCrona responded that currently with the proposed changes, the Parole staff will be able to remain where they are located now. The (DONS) responses will continue to come through and Parole agents will continue to be notified to take appropriate action. The current NDOC system NOTIS does not currently have that functionality however, Parole does and will work with Corrections to assure that is maintained. Governor Sandoval clarified the Parole officers' office would not change. The access to technology would not change if the shift was accomplished.

VI. Department of Correction Audit concerning the "Accuracy of Criminal History Information" (For Possible Action) Director Cox discussed the Audit conducted by a LCB audit team of the accuracy of NDOC's Criminal History Information:

- He said he although some folks may disagree, he believes it was a very thorough audit. He believes that a number of other states should do the same in regards to looking at their corrections and criminal history information. There were ten findings from the audit and he accepted all ten of the recommendations and NDOC has submitted a corrective action plan. Someone referenced 300 however, one of the systems put in place involved 2,600 inmates. He believes the Department can adhere to all the recommendations. The LCB team has audited NDOC in the past and again, they put in a significant amount of time and effort on this audit. Although we are focused on the criminal history part of the audit, it also covered inmate grievances and the results show that NDOC is doing a very good job and the NDOC has gotten better at it since previous audits. This audit recognized that and it is a tribute to NDOC staff.
- Governor Sandoval asked if NDOC has begun implementing the corrective actions outlined in the audit result that was dated February 13, 2013. Director Cox said yes they have. The Governor brought up one of the concerns was the accuracy of sentence calculations and the Department assuring that they are not spending more time in prison than they are supposed to. Director Cox said that he and his staff want perfection so that we have no errors inputting data into our information system and calculation instrument so staff is really driven to have no errors. His staff reminded him that it might be impossible but that is how they approach it. Staff looks at grievances regarding sentences and moves them up in expediting those answers to ensure that they do get them right.
- He pointed out that there is not a large information system in the country, the Department of Defense, or any department that doesn't have bad data in it, but NDOC staff takes a very proactive stance on how they review and self audit the calculation instrument to assure there are no problems with it. Certainly, he is not going to tell the Board that they will have perfection, however, he said that in his thirty two years in Corrections and looking at what we do in our State, he is very proud of what they have accomplished. He has spoken with his peers across the country and recommended that they have a similar audit done in regards to their information systems. He believes that this audit was conducted correctly and they really drilled down to the issues associated with sentence calculations. The Governor reiterated that you can have the best system in the world but its all dependant on what data is entered into it. He asked if Director Cox has implemented new systems that would check on what is entered into that system. Director Cox said yes, they are retraining all their intake staff, Program Officers I and other staff and working with Offender Management on good policies and procedures on this

process to make sure they are not missing anything. Training is a critical component to assure staff doesn't make errors.

VII. Review of/possible action on Letter in Support of NV Department of Transportation's Designation of Nevada State Prison (NSP) as a National Historical Site (For Possible Action)

- Director Cox said that Deputy Director E. K. McDaniel has been given the task of working with people from the State of Nevada, the Nevada State Prison Preservation Society (NSPPS), the University of Nevada, etc. He has been overseeing this project. Deputy Director E. K. McDaniel said they have put together a working group including staff from:
 - University of Nevada, Reno UNR
 - The History Department
 - The Criminal Justice Department
 - The Geography Department
 - The Desert Research Institute
 - The Nevada State Prison Preservation Society
 - The Nevada State Historic Preservation Office
 - Nevada State Museum
 - The Nevada Indian Commission
- They had several meetings and reviewed the visions of each group of what the future of NSP can be. He explained to them that there are two areas that NDOC continues to utilize. There is the Tag Plant operating out of NSP however, a CIP to build a new Tag Plant building at NNCC has been submitted to Legislature. If there is a court mandated execution, NDOC will utilize the execution chamber currently located at NSP. A CIP to add a new execution area to Ely State Prison, where death row inmates are housed, was also presented to Legislature. However, with the design and building process that would take approximately two – three years for completion.
- The Administrator of State Lands Division, Mr. Jim Lawrence is also involved in this project and educated the workgroup on how the Division of State Lands operates in relation to NSP. Also included is Gus Nunez, the Administrator for the State Public Works Division in regards to cost issues and public buildings.
- The committee made six recommendations. The site is appropriate for multiple uses including geology, paleontology, archaeology, anthropology, criminal justice history, and evolution, historic preservation for training opportunities as well as tourism and recreation.
- The application for placing the Nevada State Prison as a National Historical Site is to be reviewed and edited by the State Preservation Office. When the new highway was being built, bypass 395, the Federal Government required the Department of Transportation to complete an application for any land that might possibly be placed on the Historic Register had to submit an application before they would approve funding for the highway. The requirement was not that it had to be approved, just that it had to be applied for. This completed application is currently at the State Preservation Office. According to the Administrator, there needs to be more information completed on the application and that there are people who would handle this for the State for no charge to the State. Once the application is completed and approved it would go to the State Review Board and once it has their approval, it goes to the National Parks Service for consideration for listing in the National Registry.
- This designation places no restriction on what can be done with the buildings or the property. It also places no requirements on the State to allow access to the buildings. There are several State buildings on that list, such as the State Capitol, Governors Mansion, Attorney General's Office and the Stewart Complex. They continue to operate and make changes as needed and the same rules that apply to them would apply to NSP. The committee recommends that once listing in the National Registry is completed, that NDOC move their remaining operations out. At that point the property and buildings would become eligible to receive Historic Preservation fund money through the State Historic Preservation Office. Without the designation these funds are not available. Next a Historic Structure Report would be completed and evaluated. This report

would then recommend who would be the best organization to complete proposed work and plans could be developed for the future use of NSP.

- This working group recommended that the future path of NSP remain under total control of the State. Although it is not a requirement, the Historical Preservation Group also requested a letter of support from the Board of Prison Commissioners. Governor Sandoval requested that they submit the letter for the Board's signatures for review at the next BOP meeting so that all the Commissioners would have time to review it before signing.

VIII. Discussion of Industrial Programs (Silver State Industries) requiring approval of the Board of Prison Commissioners and a review of the impact on private industry. (For Possible Action)

Director Cox introduced Deputy Director Brian Connett who oversees Prison Industries which is also referred to as Silver State Industries.

- Deputy Director Connett thanked the Board for time and comments made this morning. He said he wanted to mention his sadness on hearing about the passing of John Marble who was a long time Legislator and one of the original Board Member of the Committee on Industrial Programs.
- Deputy Director Connett reviewed AR 854 and the changes made, starting on page two 854.02. It would go through the vetting process, which is a review through DETR, the Economic Development on jobs and industries within Nevada, and appraise and examine any impact that it might have on jobs or the companies that are presently here. [Attachment 12](#)
- Also any new programs would be reviewed with the Legislature's Interim Finance Committee's Committee on Industrial Programs (CIP) at their public meeting, and then Director Cox would bring it before the BOP Commissioners. Any resulting contract would then be brought before the Board of Examiners.
- By statute the Director must:
 - Work the largest number of offenders possible
 - Provide for the use of money produced by the program to reduce the cost of maintaining the offenders in the institutions
 - Provide occupational training for offenders
 - Have an insignificant effect on the number of jobs available to the residents of this State; and
 - Provide occupational training for offenders.
- It is a key issue and mandatory that any new business brought forward will not interfere with private sector businesses. A review of the available resource documents regarding Nevada business will determine if similar business exists within the State. If so, a survey to determine the probable impact will precede any action for implementation.
- The oversight that the Prison Industry Program has is with the Legislature's Interim Finance Committee's Committee on Industrial Programs (CIP) which has 10 members:
 - 2 members from the Senate
 - 2 members from the Assembly
 - 2 members representing manufacturing
 - 1 member representing business
 - 1 member representing organized labor
 - The Director of the Nevada Department of Corrections
 - The Administrator of the Purchasing Division
- Any new proposed programs will be brought before the BOP Commissioners quarterly and the Prison Industries will stay in compliance of NRS209.461.
- Deputy Director Connett pointed out that Prison Industries does not have any taxpayers or general fund money to support the program.
- It incentivizes inmates to get their GED or high school diploma.
- We prepare them better for life upon release from prison; and 95% of inmates in Nevada will be released eventually and will become our co-workers and our neighbors.

- He stated the NDOC would rather release them with a trade so that they can get a job. Prison Industries has been shown to help reduce recidivism. In Nevada their recidivism rate is approximately 15%.
- He stated they also provide better workers for the employers in the state and better inmates while they are still incarcerated.
- Inmate workers make a salary and pay back society and reduce the cost of their incarceration and Prison Industries supports the Nevada economy. Working prisoners make a safer prison environment, and a tired prisoner at the end of the day is less likely to cause trouble.
- Inmates across the county work on projects to save States money.
- The recent audit discussed earlier recommended that more ways should be found to expand Prison Industries.
- Governor Sandoval thanked Deputy Director Connett and assured him that the Board is not putting an end to Prison Industries. He said that the valuable suggestion that should be considered is to put into the regulations that there is a requirement of a consultation with the private sector labor organization essentially copying what they do in the Federal system.
- Deputy Director Connett agreed that tabling this issue for the next BOP meeting will not hinder current Prison Industry business. He also agreed that if there are any proposed contracts with Silver State Industries that they would come before this Board as an agenda item for the next meeting.
- Secretary of State Miller asked about the proposed reduced training in AR854.01, from 80 hours to 40 hours and the rationale behind it. Deputy Director Connett said they would like to include cross training they do to the formal training they receive. So the amount of formal training would be reduced but the actual amount of training would stay the same or increase.

IX. Adoption of addition to the Boot Camp Program to include transition and re-entry services at the Casa Grande Transitional Housing Facility (CGTH). (For Possible Action)

Director Cox introduced Deputy Director Sheryl Foster and Warden Brian Williams from SDCC which has oversight of the Boot Camp.

- Deputy Director Foster explained that they have had a committee working on this for several months to develop a program for this reentry portion of the Boot Camp program. Warden Williams said that the Director and Deputy Director challenged him and his staff to look at how they could improve the Boot Camp in relation to recidivism, inmate employment and inmate transition back into the community. In accordance with NRS209.356 part of the Program of Regimental Discipline or Boot Camp is:
 - (a) The recognition and prevention of the abuse of alcohol and drugs;
 - (b) The management of stress;
 - (c) Building character;
 - (d) Learning to behave in a rational manner; and
 - (e) Preparing for and obtaining employment.
- He said they reviewed how they handle each of these and what they could do to enhance services. They revisited their drug and alcohol abuse programs and now they are all evidence based. The reentry portion was the crux as how it deals with Casa Grande. Now inmates will be transferred from the Boot Camp three weeks before their release date so they can meet with reentry staff and community resources, job developers and also Manpower. While there, they will obtain training in job readiness, resume writing, interview preparedness and utilizing a computer system that works with these programs. Other things offered at the Boot Camp include Clark County School District to assist them in obtaining either their High School Diploma or GED.
- A step down program, utilizing Casa Grande, to ease the Boot Campers back into society enhances the benefits of the Boot Camp program.
- Governor Sandoval asked what happened previously, if when someone completed the program where that just let out into the community. Warden Williams said that was correct and that when

they left the program, unless they had a job to go to, for the first two to three weeks they would just basically sit at home until they went back to Court where the Judge would determine if they would receive probation, have their felony reduced or be committed to prison. He reiterated that a step down program would assist them with reentering the community and getting jobs and whatever other assistance they need to be a successful member of society. People who have jobs are less likely to recidivate.

- Governor Sandoval said that this a great idea and opportunity for the Boot Camp participants and he appreciates all the time and effort Warden Williams and his staff have put into this project.
- Secretary of State Miller moved to recommend for the addition of the Boot Camp Program to include transition and reentry services at the Casa Grande Transitional Housing facility.
- Governor Sandoval seconded the motion. All were in favor and the motion passed. The Governor asked for a follow up from Warden Williams on a future agenda to see how the step down program is working.
- Director Cox added to the record that this project was supported by the Judges and he thanked them and the staff at SDCC for making this happen.

X. Discussion/possible action regarding State Administrative Regulations (AR's). Motion to approve the following AR's presented and with the exception of AR854, was passed:

AR 101, Departmental Audit Process

AR 126, Interagency Cooperation

AR 141, Information Technology Standards, Controls & Security; Acceptable Uses of Information Technology

AR 223, Inmate Organizational Fundraisers

AR 317, Employee Awards and Commendations

AR 320, Salary Administration

AR 330, Employee Resignation and Reinstatement Procedure

AR 332, Employee Reporting Responsibilities

AR 400, General Security/Supervision Guidelines

AR 430, Transportation of Inmates

AR 446, Identification of Inmates Affiliated With Security Threat Groups and Disruptive Groups

AR 550, Classification and Management of Safekeeping And Boot Camp Inmates

AR 552, Intra-Departmental Transfers

AR 610, Human Immunodeficiency Virus (HIV) and Acquired Immune Deficiency Syndrome (AIDS)

AR 121, Incident Reporting & Notification - Rescinded

AR 142, Acceptable Uses of Information Technology – Rescinded

AR 854, Prison Industrial Program – placed on hold until the next BOP meeting

XI. Public Comment.

Ron Bratsch, currently works at NNCC and had a comment about agenda item number ten.

- He said that since the elimination of the Administration AR committee that employees were involved in, there has been a depreciation of information to the employees regarding matters on employee related regulations. He used to sit on the committee and he said that until today he had no idea which AR would be heard today and there was no advance notice. Considering that he was an employee that did sit on the former committee, he has seen deterioration as far as employees being involved with the regulations. He said he is concerned about AR's and other things happening in the Department and that he had been under investigation personally twice last year. One for something he had no control over and the other for falsifying a timesheet which he was found not guilty of. He added that due to the loss of salary, he is losing his home and moving out of state. So he will be leaving employment for several reasons, including loss of

his home and lack of cooperation with his employer. He has no desire to work for a department that treats employees the way they do.

Keith Uriate, Chief of Staff of AFSCME Local 4041,

- Stated that he echoed what Ron, a longtime state worker, said. He said they testified before the commissioners regarding the elimination of the AR Committee which was a mechanism for employees to have input. He commented on issues brought before this Board that should have been handled at the institutions. This administration has eliminated any and all communication process or taken control of communication with employees.

Tom Ely, employee of Parole and Probation

- Stated that he was here on his own time and he and his wife submitted a letter of opposition to the move of Parole and Probation under NDOC. He commented on the career path and the memo sent out by Director Perry and Director Cox. He said it upset a lot of employees at Parole and Probation. They received it as the plan being a done deal and there was nothing they could do about it. He said there are plusses and minuses that still need to be talked about. He disagrees this is a good plan. He stated that the career opportunities listed are already available to all staff. Then he said the change would actually limit opportunities for those who want to remain with Probation. He said that Nevada currently has the highest Parole success rate in the Nation. He wants to know why the entire system needs to be changed just to fix communication issues between the Departments. He discussed the DONS automated system and that it needs funding for the computer system rebuild. He commented that the move of Parole will require a lot of money and he encourages the Board and Legislators to review those costs because he does not believe it is cost effective for the State. [Attachment 13](#)

James Kelly, Nevada Corrections Association (NCA),

- Said that NCA has remained neutral on the merger of Parole with NDOC. He is concerned regarding the career path discussed because the “good old boy” system is alive and well in the NDOC. There have been promotions based on personality instead of qualifications. He said that some promotions were predetermined before the interviews occurred. He brought up PREA and the increased staffing plan required for compliance with Federal standards. Mr. Kelly said he expects that once inmates know that PREA has been put into place, there will be an increase in allegations. He claimed that the Inspector General's office tends to have an adversarial, accusatory bias against officers when being accused. He said they are sworn Peace Officers but are guilty until they can prove themselves innocent. He asked the Board to review how many accusations and disciplinary actions have been overturned on appeal to the EMC or Personnel Hearing and in the meantime they have lost money or lost jobs only to have them reinstated many months later. He said the pre-disciplinary hearing is an absolute sham and the NCA doesn't recommend they go to that because it is already been predetermined with the hearing officers and they do uphold a great percentage of the hearings that go through with the recommendations of the Department.
- Mr. Kelly asks that once the Department comes up with the final recommendations on the AR's that they be sent out to staff to review what they are so that they can comment on them. He said that Ms. Blackwell and the Director are doing a great job on notifying staff when they are requesting any comments or proposed changes to the AR's; we do get the emails but unfortunately we have not been very active in participating in that. He said they will begin again and thanked the Director for allowing them the opportunity to make comments and send them in formally. He is asking for a copy of the AR with its proposed changes for review.
- Director Cox said he didn't see a problem with that request and that it was a good recommendation.

Secretary of State Miller had a comment on number seven. He said at the last meeting Attorney General Masto requested a list of the current Prison Industries and he would be interested in seeing it as well. Regarding the Administrative Regulations, there has been discussion of having the packet include a summary of the proposed changes and he sees an enormous potential benefit there. Maxcine Blackwell does an outstanding job of getting Director Cox prepared. There is an opportunity for time saving, and he wouldn't be opposed to having the AR's being taken on a consent agenda as they do for the Board of Examiners. Having the summary of the proposed changes provides the rational for why the changes are being proposed. If there were concerns about an AR it could be pulled for discussion.

Governor Sandoval had one last thing that did not pertain to this meeting. He asked that everyone consider in their thoughts and prayers the victims of the horrific accident that happened in Hawthorne; we've lost some of our best. He asked that we make sure that we keep those victims and their families in our thoughts and prayers.

XII. Adjournment.

APPROVED THIS 15th DAY, MONTH OF October 2013

GOVERNOR BRIAN SANDOVAL

ATTORNEY CATHERINE CORTEZ MASTO

SECRETARY OF STATE ROSS MILLER

Recorded and transcribed by Cynthia Keller, Executive Assistant, Nevada Department of Corrections