

**BOARD OF CORRECTIONS**

**January 5, 2012  
Atlanta, Georgia**

**MEMBERS PRESENT:**

Mr. Tommy M. Rouse, Chairman  
Mr. Wayne Dasher  
Mr. Carl Franklin  
Sherriff Roger Garrison  
Mr. Bruce Hudson  
Mr. John Mayes  
Sheriff Carlton Powell  
Dr. Henrie Treadwell  
Mr. Roger Waldrop  
Mr. Jim Whitehead Sr.  
Mr. Justin Wiedeman  
Ms. Rose Williams  
Mr. Jerry Willis

**CONFERENCE CALL:**

Mr. Bill Acuff  
Mr. Ashley Paulk, Jr.  
Chief George Potter  
Mr. Kevin Tanner

**ATTORNEY GENERAL'S OFFICE:**

Mr. Joseph Drolet, Senior Assistant Attorney General

**DEPARTMENT OF CORRECTIONS:**

Brian Owens, Commissioner  
Mr. Timothy C. Ward, Assistant Commissioner  
Mr. Stan Hall, Director of Engineering & Construction  
Ms. Becky East, Director of Administration Division  
Mr. Danny Horne, Chaplain  
Mr. Robert E. Jones, General Counsel  
Ms. Simone Juhmi-Green, Board Liaison  
Mr. John Laurence, Investigations Unit  
Dr. Sharon Lewis, Medical Director  
Mr. Kenneth Mantle, Executive Assistant  
Mr. Keith Nash, Investigations Unit  
Mr. Tom Sittnick, Director of Health Services  
Mr. Arnold Smith, Director Operations Planning & Training  
Ms. Patricia Smith, Director of Human Resources  
Mr. Randy Tillman, Facilities Division Director  
Mr. Jay Sanders, Assistant to Director of Probation

**VISITORS:**

Ms. Kathryn Hamoudah, Southern Center for Human Rights  
Mr. David Pratt, Southern Strategy Group  
Mr. Jim Lee Scott, Citizen

Chairman Tommy M. Rouse called the January meeting of the Board of Corrections to order at 10:00 a.m. and Board Liaison Simone Juhmi Green recorded the minutes. A quorum of directors were present, and the meeting, having been duly convened, was ready to proceed to business.

Chairman Tommy M. Rouse welcomed all visitors and staff to the Board of Corrections.

Chairman Tommy M. Rouse confirmed that Mr. Bill Acuff, Mr. Ashley Paulk, Jr., Chief George Potter and Mr. Kevin Tanner were connected by conference call.

Chairman Tommy M. Rouse presented to the Board the January Agenda for approval. Mr. Wayne Dasher made the motion to approve, which was then seconded by Mr. Roger Garrison and Dr. Henrie Treadwell and was voted approved by the Board.

Chairman Tommy M. Rouse presented to the Board the December Minutes for approval. Mr. Jim Whitehead Sr. made the motion to approve, which was seconded by Mr. Roger Waldrop, and Mr. Justin Wiedeman, and the minutes were voted approved by the Board as presented.

### **COMMISSIONER'S REPORT**

Commissioner Brian Owens began his report, stating that the executive teams for the Department were in attendance to brief the Board on the monthly Roll-up. The monthly Roll-up is where we look at all our indicators in the Department of Corrections to ensure we are staying on track in all functional areas. This is done once a month as a team to ensure that as an agency we are staying on track with all our metrics.

Commissioner Owens presented the Upcoming Events for January, February, and March 2012. Significantly, he mentioned the 2012 Legislative Session begins on January 9<sup>th</sup>. In addition, our Joint Appropriations is scheduled on January 18<sup>th</sup> at 9:30 a.m. This event will be broadcasted on the public website and the public can view the Departments' recommendations to the General Assembly. Plus, on January 25<sup>th</sup> we will be meeting at Georgia Health Science University to get an update on how we are doing with our medical metrics. To finish, Commissioner Owens mentioned the Probation Mid Winter Conference in Unicoi on March 14<sup>th</sup> – 16<sup>th</sup>.

Commissioner Owens also reported on the Jail Backlog count, which is at 2,710; if you throw in around 400 Probation waiting to go into the PDC's, the total backlog is around 3,100. The Sheriff's count is at 4,892; just under 5,000. He explained that both the Jail Backlog and the Sheriff's counts are accurate but are calculated differently for different reasons. Commissioner then spoke briefly about the new GEO facility that opened in December 2011.

Commissioner Owens then asked Mr. Arnold Smith to present basic background information on the monthly Roll-up. The purpose of the Roll-up is to give the Commissioner and the Assistant Commissioner a snap shot of the major muscle movements in the agency; similar to the COMPSTAT presentation the Board received before. It's the most vital parts within the agency that really drive mission accomplishments and a team. Roll-up is done the third Monday of each month following the Management team meeting. We discuss items such as: six months worth of calendar events, leave for key personnel and the individual commodity areas. Four Wardens, Superintendents and Chief Probation Officers from different facilities are asked to attend this meeting and spend the day with Directors of each section while they break for lunch with the Commissioner and Assistant Commissioner.

Ms. Becky East presented for the Administrative Division. Ms. East discussed Budget Status Expenditure Projection by program for the projected year and the Lapse Factor Management for the fiscal year as well.

Mr. Stan Hall is the new Director for Engineering and Construction Services. Mr. Hall gave the Board some background information about himself. Mr. Hall discussed the top five projects being worked on by Engineering and Construction Services.

Ms. Patricia Smith, Director of Human Resources gave a personnel update. To begin with she discussed the Departments' overtime cost, Georgia State Employees' Pension and Savings Plan, Turnover Rates for the Department, Workers' Compensation and FLSA Comp Time Accumulation.

Mr. Randy Tillman, Director of Facilities Operations presented on the monitoring and preventing safety and security within the Department. Mr. Tillman discussed bed utilization, jail backlog, and the facilities population. He discussed facilities safety percentage regarding inmate mortality rate, escapes from GDC custody, inmates absconds from centers and non-GDC facilities, inmate on inmate assaults, disciplinary reports, incidents and staff assaults.

Mr. Jay Sanders, Assistant to the Director of Probations Operations, presented a report regarding the number of actively Supervised Probation Cases, numbers of cases at high and special levels, types of caseloads for probation officer, employable offenders, court financials, drug screens conducted, and community service.

The last to present was Mr. Tom Sittnick, Director of Office of Health Services. Mr. Sittnick presented on the physical, mental, and dental health of the inmate population. He spoke about the tracking of telemedicine consults, cost avoidance for the Department, cost of the top 200 inmates, percentage of all claims, hospital admissions, average length of stay and medical reprieves.

That concluded the Commissioner's report.

#### **CHAIRMAN'S REPORT**

Chairman Tommy M. Rouse began his report by reminding the Board that the meeting location for February's meeting is in Atlanta and the March meeting is in Colquitt.

Mr. Wayne Dasher stated he spoke to Chairman Rouse and Mr. Bill Acuff regarding a possible workshop the day before the Board meeting in March.

Chief George Potter thanked the Board for their prayers and concern for him in his absence.

Three property resolutions were presented by Mr. Robert E. Jones on the following:

(1) Emanuel County Encroachment Agreement for Easement (2) Valdosta State Prison - Lowndes Annex Demolition (3) ATM Lease at State Offices South at Tift College.

Mr. Wayne Dasher, Mr. Justin Wiedeman, and Dr. Henrie Treadwell made motions to approve all three resolutions. Mr. Roger Waldrop, Mr. Carl Franklin, and Mr. Wiedeman seconded their motions. The three property resolutions were voted approved by the Board as presented.

Chairman Rouse asked Mr. Wayne Dasher, Chair of the Nominating Committee, to present the Committee Assignments for 2012.

Mr. Wayne Dasher spoke about the Glennville Annual Law Enforcement and Appreciation Bar-B-Que stating the meeting would be a joint meeting with the Department of Public Safety and State Board of Pardons and Paroles. Mr. Dasher made a motion to move the April meeting to Glennville, Georgia. The motion was then seconded by Mr. Jim Whitehead Sr. and was voted approved by the Board.

There being no further business, the meeting was then adjourned.

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Tommy M. Rouse, Chairman

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Rose Williams, Secretary

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Simone Juhmi-Green, Board Liaison