

Texas Board of Criminal Justice
171st Meeting



Minutes

February 21, 2014
Austin, Texas

TEXAS BOARD OF CRIMINAL JUSTICE

Crowne Plaza Austin – Salons A-D
6121 North IH-35
Austin, Texas 78752

February 21, 2014
1:30 – 2:45 PM

ORDER OF BUSINESS

Call to Order

Convene Texas Board of Criminal Justice (TBCJ)

I. Regular Session

A. Recognitions

B. Consideration of Approval of Consent Items (*pages 1-8*)

1. Hazardous Duty Pay Authorization Requests
2. Personal Property Donations
3. Sale or Disposal of Surplus Agricultural Goods and Agricultural Personal Property
4. 170th TBCJ Meeting Minutes
5. Excused Absences

C. Report from the Executive Director, Texas Department of Criminal Justice (TDCJ)

D. Report from the Chairman, TBCJ

E. Internal Audit Status Report for Fiscal Years 2013 – 2014

F. Discussion, Consideration, and Possible Action Regarding Purchases and Contracts Over \$1 Million

G. Discussion, Consideration, and Possible Action Regarding Proposed Revisions to Board Policies
(*pages 9-80*)

1. BP-03.85, “Offender Visitation” and the “Offender Visitation Plan”
2. BP-14.02, “Internal Audit Policy Statement”
3. BP-15.01, “Public Interaction with the TDCJ on the Internet”

Recess

The TBCJ may discuss and/or take action on any of the items posted on this meeting agenda. The TBCJ may also convene into Executive Session on any of these matters when attorney-client privilege is warranted.

Senator Charles Schwertner, Tatiana Oria, Office of Representative Toni Rose; and Dr. Clint Carpenter, Superintendent of the Windham School District.

Vice Chairman Mechler stated that the TBCJ is committed to providing the opportunity for public presentations on topics posted on the meeting agenda in accordance with Board Rule 151.4, "Public Presentations and Comments to the Texas Board of Criminal Justice." As no speaker registrations cards were received, no public comments on the posted agenda topics were heard.

Recognitions

Vice-Chairman Mechler recognized the Texas Department of Criminal Justice (TDCJ or agency) employees who have dedicated 25, 30, 35, and 40 or more years of service with the state of Texas during the months of December 2013 and January 2014. The TBCJ, along with Mr. Livingston, Executive Director TDCJ, expressed their deepest gratitude for the dedicated service of these employees who represent the commitment of the TDCJ's staff.

(Attachment A – Employee Names)

Consideration of Approval of Consent Items

- 1. Hazardous Duty Pay Authorization Requests**
- 2. Personal Property Donations**
- 3. Sale or Disposal of Surplus Agricultural Goods and Agricultural Personal Property**
- 4. 170th TBCJ Meeting Minutes**
- 5. Excused Absences**

Vice-Chairman Mechler asked if there were any amendments, objections, or abstentions to the proposed consent items. Mr. Gambrell stated that his firm represents several of the entities listed in the personal property donations brought before the board for approval; therefore, he abstained from voting. Vice-Chairman Mechler asked for further comments. Seeing none, the consent items stand approved as posted in the meeting agenda, with the abstention of Mr. Gambrell.

Internal Audit Status Report for Fiscal Years 2013-2014

Scott Hornung, TDCJ Internal Audit Division Director, reviewed the February 14, 2014, Internal Audit Division status report, noting the following updates:

- **1406 – Business and Finance Division**, *Performance Measure Reporting: Audit has been assigned.*
- **1408 – Community Justice Assistance Division**, *Risk Assessment Process: Audit has been assigned.*

Vice-Chairman Mechler opened the floor for questions. Seeing none, he thanked Mr. Hornung for the report.

Discussion, Consideration, and Possible Action
Regarding Proposed Revisions to Board Policy 03.85,
“Offender Visitation,” and the “Offender Visitation Plan”

Sharon Howell, TDCJ General Counsel, presented the proposed revisions to Board Policy 03.85, “Offender Visitation,” noting grammatical changes, only to the authority section. She reviewed highlights of the summary of changes to the “Offender Visitation Plan,” explaining they reflect current practices, with the exception of one statutory change related to acceptable forms of identification. Ms. Howell added that a visitation survey was conducted and would be complete in March.

Vice-Chairman Mechler asked if there were any questions or comments. He complimented Mr. Stephens, TDCJ Correctional Institutions Division (CID) Director and the CID for being proactive regarding hospitality to visitors during offender visitation. Seeing no other comments, he called for a motion and a second.

Mr. Gambrell moved that the Texas Board of Criminal Justice approve the revisions to Board Policy 03.85, “Offender Visitation” and “Offender Visitation Plan,” as presented.

Mr. McCombs seconded the motion, which prevailed unanimously when called to a vote.

Discussion, Consideration, and Possible Action
Regarding Proposed Revisions to Board Policy 14.02,
“Internal Audit Division Policy Statement”

Ms. Howell presented the proposed revisions to Board Policy 14.02, “Internal Audit Division Policy Statement.” She noted there were no substantive changes, except for the mention of a couple of internal audit governing boards, one with new standards. The statement acknowledges the new standards.

Vice-Chairman Mechler asked if there were any questions or comments. Seeing none, he called for a motion and a second.

Mr. Vasquez moved that the Texas Board of Criminal Justice approve the revisions to Board Policy 14.02, “Internal Audit Policy Statement,” as presented.

Ms. Lord seconded the motion which prevailed unanimously when called to a vote.

Discussion, Consideration, and Possible Action
Regarding Proposed Revisions to Board Policy 15.01,
“Public Interaction with the TDCJ on the Internet”

Ms. Howell presented the proposed revisions to Board Policy 15.01, “Public Interaction with the TDCJ on the Internet.” Since the board has a statutory duty under the law to have an internet presence through which the public can interact with the agency, this policy governs the agency website. Only grammatical changes have been made. Vice-Chairman Mechler complimented the TDCJ website, and asked if there were any questions or comments. Mr. McCombs confirmed with Ms. Howell that the policy received only grammatical changes. Ms. Howell responded that was correct. Seeing no further questions, Vice-Chairman Mechler called for a motion and a second.

Judge Wingate moved that the Texas Board of Criminal Justice approve the revisions to Board Policy 15.01, “Public Interaction with the TDCJ on the Internet,” as presented.

Ms. Hiles seconded the motion, which prevailed unanimously when called to a vote.

Vice-Chairman Mechler thanked Ms. Howell, and thanked everyone for attending, and announced the next meeting of the TBCJ will be Thursday, April 17, 2014, at the Radisson Hotel and Suites in Austin, Texas. For the record, he noted that the Executive Session, as posted in the Texas Register, has been cancelled.

Adjournment

There being no further business, Vice-Chairman Mechler adjourned the 171st meeting of the Texas Board of Criminal Justice at 1:55 p.m.

* _____
Chairman

* _____
Secretary

Note: Attachments to the minutes can be obtained by contacting the Office of Record, Executive Services.

**Signature on file*