

The meeting of the Governor's Committee on Correctional Facilities was called to order by Secretary Jon Litscher at 1:01 p.m. on Wednesday, December 20, 2017, in the Iowa room. The roll was taken.

Members Present:

Secretary Jon Litscher

Senator Van Wanggaard

Senator Dan Feyen

Senator LaTonya Johnson

Representative Mark Born

Representative Michael Schraa

Representative David Steffen

Sheriff Dale Schmidt

Willie Wade

Secretary Ray Allen

Secretary Linda Seemeyer

Michael Meisner

Waylon Hurlburt

Correctional Facilities Planning Committee Items

December 20, 2017

Call to Order

Committee called to order by Secretary Jon Litscher at 1:01 p.m. on Wednesday, December 20, 2017.

Discussion Items

1. Wisconsin Open Records and Open Meetings Law
 - Ethics, Public Records and Open Meetings presentation given by Makda Fessahaye.
2. Scope and Logistics of the Committee
 - Brief explanation by Secretary Jon Litscher detailing the authorization for the committee as well as the expectations and scope of committee actions.
3. Distribution of the 2009 Ten-Year Correctional Facility System Development Plan
 - Brief introduction from RJ Binau on the work of the Division of Facilities Development & Management (DFDM) and the role of DFDM as it pertains to the work of the committee.
 - The executive summary of the 2009 Ten-Year Correctional Facility System Development Plan was distributed to committee members.
4. Overview of Correctional Facilities
 - Department of Corrections Assistant Deputy Secretary Karley Downing gave a presentation on the current Department of Corrections facilities. Packets were distributed to committee members.
5. Review of Current Inmate Population Numbers
 - Secretary Jon Litscher delivered a statement on the current population numbers of Department of Corrections facilities. A Friday Report was distributed to committee members showing the populations within specific groups and in certain facilities.
 - There was a discussion among members as to what population groups would fall under the purview of the committee.

6. Discussion of the Draft Request for Proposal for a Committee Consultant

- RJ Binau distributed the draft Request for Proposal to all committee members with the purpose of the request being "to evaluate the ability of the Department's adult correctional facilities to adapt to current and future operating and occupancy pressures and identify solutions."
- Representative David Steffen distributed suggested amendments to the draft Request for Proposal. The amendments are as follows:
 - Obtain a better understanding of facility design and features necessary to provide increased safety for staff and determine the associated, estimated impact on operational costs including liability and medical expenses as well as workforce retention impacts.
 - Trifurcate evaluation into the three levels of DOC facility use where appropriate.
 - Adjust the "Completion of Project and Deliverables" date to Monday, September 17, 2018.
 - Incorporate into the "Implementation" portion of the study, findings related to available data on existing facility/property value when considering if the decommission/sale of an existing facility is recommended.

7. Approval of the Draft Request for Proposals (Action Item)

- MOVED BY SENATOR DAN FEYEN, SECONDED BY (SECRETARY RAY ALLEN) TO APPROVE THE RESOLUTION. MOTION CARRIED.
- Representative David Steffen suggested amendments to the draft Request for Proposal items 1, 2 and 4. MOVED BY REPRESENTATIVE DAVID STEFFEN, SECONDED BY (SECRETARY RAY ALLEN) TO APPROVE THE RESOLUTION. MOTION CARRIED.

8. Discussion of Next Steps of the Committee

- Schedule prison visits for committee members.

9. Adjournment

- MOVED BY WAYLON HURLBURT, SECONDED BY SENATOR VAN WANGGAARD TO ADJOURN. MOTION CARRIED.