

DOC Advisory Task Force on Justice Involved Women & Girls Meeting

Wednesday, November 8, 2023
via Zoom

10:00 AM – 12:00 PM

Attendance: Vicki Hunter, Ana Negrete, Sara Thomas, Lois Mineau, Jeff Spies, Tana Welter, Kristi Cobbs, Angela Thompson, David Boehnke, Amber Jochem, Nikki Engel

DOC: Guy Bosch, Amy Lauricella

Updates

- Chelsey has moved on – Position is being posted
- Four open seats
- Working on a hybrid option for meetings beginning in January
- Discussed listening sessions with Commissioner Schnell with representatives from the Task Force. The group is hoping to have them scheduled in the next few months.

DOC Transgender Policy presentation from Amy Lauricella

- Information was shared with the group on how to navigate the DOC public policy website.
- DOC Policy 202.045, Management and Placement of Incarcerated People Who Are Transgender, Gender Diverse, Intersex, or Nonbinary was revised 1-31-2023.
- Changes to this policy included:
 - Outdated language
 - Two separate committee structures
 - Facility Gender Identity Committees
 - Agency Gender Identity Committees
 - Decision-making standards
 - Removal of medical decisions from committee review
 - Initial and annual training requirements
- Additional revisions are being drafted to this policy.
- Each facility will have their own gender identity committee.
- The powerpoint will be shared with the group.

Shakopee:

- Visits no longer need to be prescheduled.
- Warden Bosch reported on the numbers of body scans and unclothed body searches.
- Multidisciplinary teams are piloting elements of MRRA with new intakes.
- The facility is working on expanding programming.

Conference

- Vicki provided an update on the conference.
- The conference will be held at the Westminster Presbyterian Church.
- Funds for the conference have been paid.
- Working on getting speakers.
- A “Save the Date” for the conference will be sent out in early December.
- Art and poetry exhibits will be accepted.
- Vicki is looking for volunteers to assist with the conference.

Public Comments or Concerns

- No concerns/comments

Next Task Force Meeting: December 13, 2023 10:00 AM – 12:00 PM

DOC Advisory Task Force on Justice Involved Women & Girls Meeting

**Wednesday July 12,
2023 via Zoom**

**10:00 AM-12:00 PM
AGENDA**

Attendance: Vicki Hunter, Kristi Cobbs, Amber Jochem, Paula Schaefer, Artika Roller, Angela Thompson, Ana Negrete, David Boenke, Jeff Spies, Latonya Reeves, Lois Mineau, KiloMarie Granda, Elizabeth Richards, Sara Thomas, Nikki Engel, Jessica Wildermuth, Cecelia Viel, Corey Sherman,

DOC: Chelsey Dively, Paul Schnell, Eddie Miles

Reports/Updates

- Letter regarding conference funds
 - Conversations with Kelly Heifort
 - How the fund started
 - Seed money came from proceeds from National Association for Justice Involved Females
 - Minneapolis in 2003
 - Proceeds from conference donated for the fund for statewide annual conferences
 - Partnered with MCCA to hold the funds to be fiscal agent
 - Fund transferred to MCCA for specific purpose of conferences
 - Contracts signed by rep from MCCA who sat on Conference Planning Committee
 - Signed by Kelly Heifort as member of MCCA
 - Kelly left the taskforce
 - RS Eden
 - Contracts created by task force members and backed by fiscal agent
 - Contracts
 - Have to signed by fiscal agent only
 - Contacted RS Eden to schedule meeting
 - Regarding the letter and the check to DOC
 - Cannot write check to DOC
 - Proposal
 - RS Eden invited to be Rep and hold liability insurance, sign contracts
 - Taskforce entering into agreement connected with DOC is a problem
 - Not an issue if RS Eden signs the contracts
 - Concerns
 - Tone of letter found to be disrespectful
 - Accusatory tone

- Commissioner will share the sentiments with staff
 - Focus on business operations in the state
 - Disappointment that Commissioner will not work with staff to prevent this from happening again
 - Process and tone will be addressed with those involved
 - Illegal activity implied
- Liaison for DOC with Conference?
 - State agency not directly responsible

Going forward

- Redesign
 - Making sure that the range of programs and services are responsive to the women and girls in the system
 - Thinking about the ways in which we make the decision that an individual has earned the early release
 - Reduce risks via programs
 - Cultural work
 - Everyone sees themselves as helping the needs
 - Cultural assessment related to issues around sexual harassment
 - Having the taskforce have a voice with the juvenile rule making
 - Input for drafting and clarity
 - Law requires consultation
 - Assessment will involve system involved people
 - Model
 - Process
 - Outcomes
 - Need to look at both process and outcomes
 - Questions to Explore:
 - What is the broader context? What doesn't work? How do we drive process for better outcomes? What's the logic model?
 - List of items that DOC would like feedback from with Taskforce
 - Have someone from the task force sit in on some of the meetings?
 - Reassurance that it is okay to disagree with DOC
 - Raise issues that are important for those in custody
 - Diversion of ideas are important
 - Recognition that this system has changed dramatically in short periods of time that may be harmful
 - Define opportunities and options available to people
 - Best outcome for the most people even where there's not universal agreement
- IT systems
 - Having IT systems replaced can set a course for what a future looks like to be more rehabilitative
- Identify leadership within the Taskforce
 - Ana as potential Chair

- Vicki as potential Co-Chair
- Application to everyone

Juvenile Changes

- In the midst of issuing guidance on DRT Rulemaking
- Interim guidance before rulemaking
 - Statute provided highest level guidance
 - DRT no longer used as punishment for separating from the population
- Documentation
 - Track mental health needs and placement
 - How to get people more easily into the correct placement
- Rulemaking
 - Amy Lauricella will develop and bring versions
- Seeing places where there is a lack of resources
- What kinds of conversations have been had regarding 16-year-old who was beaten?
 - Can't go into details at this time
- Any current DOC placements that must take a State Commit Girl?
 - No requirements
 - Before certification
 - Nothing that compels or requires to take a girl that is committed
 - Having conversations
 - DOC is aware that it's an area of need
 - System based issue
 - Taskforce would like inclusion to problem solve
 - Systems need to have resources but need to be aware of the scope
 - When building a new jail they talk about building for the future
 - But should they be building for the future?
 - Need the right resources and the right size
 - Sending girls to Shakopee for CD treatment is a bad approach
 - Broader conversations with DHS and counties
 - Bring systems together with taskforce

Group set up by Legislature

- Acute response to the needs of youth crime
- Effective ways to address that
- Short term
- Report that will be do in Spring
- Starting in August or September

New Business

- Conference
 - Vicki meeting with Caroline from RS Eden
 - Open to taking on the fiscal needs
 - Meeting on the 20th, contact Vicki for invite

- Ongoing expectation/culture of the Task Force
- Membership Committee and Conference Committee
 - If you want to attend, please Vicki
 - If you can't attend the meetings, it would be difficult to be on the meetings
- Commencement at Shakopee
 - 10 students with AA

Shakopee

- New cycles for programming
 - More normal swing of things

DOC Advisory Task Force on Justice Involved Women & Girls Meeting

Wednesday June 14, 2023 via Zoom

10:00 AM-12:00 PM AGENDA

Welcome, Introductions, and Announcements (10 to 10:15 AM)

Attendance: Vicki Hunter, Paula Schaefer, Angela Thompson, Margaret Zadra, Mandy Fenrich, Jeff Spies, Latonya Reeve, KiloMarie Granda, Ana Negrete, Kristi, Nikki, Jessica Wildermuth, Latonya Reeves, Tana Welter, Paul Schnell, Nanette Larson,

Chair vacancy

- Description of Chair role
 - Leading the meetings, planning the agenda
 - Agenda week ahead of time
 - Chair is the liaison with Commissioner office
- Nomination process
 - Self-nominate, task force member
 - Nominate someone else
 - Passed onto the commissioner to approve
 - Email
 - Vicki and Chelsey
 - Vicki will continue Zoom hosting
- Co Chair
 - Same work in collab with the chair to lead
 - Fill in for chair absence

Subcommittee Meetings (10:15-10:45 AM)

- Girls
 - Be a part of the rule making
 - May 9th letter
 - Adult male facility culture adopted
- Reentry
 - Housing fund created in 2013 isn't being utilized as much as it could
 - Working to expand awareness to supervision agents
 - Jeff is sending out a message to case managers at Shakopee
 - Volunteer to help make supervision agents aware of it
 - Send copy of criteria to members
- Holistic Health

Executive Session: Reports/Updates (10:45 AM – 12 PM)

- Commissioner's Report – Comm. Paul Schnell/Dep. Comm. Curtis Shanklin
 - Body scanner update?
 - Work moving in this direction
 - Total number; 2544
 - June: 151

- Numbers are continually increasing
- Reasoning for scans
 - Number of scans for delegation increase
 - Number of unclothed body searched decrease
 - Will be the standard protocol
 - Admit side will still be using unclothed body searches
 - Visiting
- Data related to unclothed body searches
 - Done on paper
 - Working on switching to smart sheets
 - Collected on a daily basis
- Contractor for Radiation Specialist
 - To look at where to add additional scanners
 - Have to have number of square footages
- Moving in this direction is the priority
- Juvenile
 - Not allowed in juvenile facilities
 - MDH
 - Notify Paula who was spoken to at MDH
- Response to Letter re: DRT
 - Statutory changes made
 - Not a DOC bill
 - Put together by Rep. Pinto
 - Effective July 1 cannot segregate for discipline purposes
 - Incidents previously
 - There needed to be a corresponding rule violation and due process element
 - Impose a day of discipline time
 - If they processed a juvenile back in 2 hours it was still labeled as DRT time
 - Tracked and reported going forward
 - Can use seclusion but must include direct observation
 - Safety
 - Separating from environment to process them through to keep the environment safe
 - Rules
 - Working on putting together a work group
 - Issue some interim guidance
 - Engage in expeditated rule making
 - 18 months
 - Input from stakeholders, public,
 - Bring drafts back to the task force for input
 - Representative of JIWG Girls Subcommittee on the work group?
 - Ideally 1 representative
 - Opportunities as this is developed to provide feedback
 - Training from John Hopkins
 - How to apply rules practically
 - Letter
 - More recommendations than what were in the initial letter

- Past few years juvenile have adopted adult male facility procedures
- Response
 - Timing of negotiations
 - Agency changes will impact
 - Cannot speak to this as of now
 - Focused on some of the issues, have been addressing number of the concerns and follow up with counties
 - Actively involved in follow up in some of the incidents
 - Will provide a response to address this next month
- Protocol for communication
 - Put it in writing, response from leadership
 - How to communicate back and forth
 - Communication process will be implemented going forward
- Rehabilitation Act passed in full excluding Life Sentences
 - Policy side of that will be worked on
 - No one else in the country is doing this
- Juvenile Life
 - Sentenced as adults
 - 15 years or more
 - Will now be subject to parole
 - Under new law
 - Eligible for parole at 15 years
 - Will be seen starting at 12 years
 - Consecutive sentences
 - Parole will have the ability to collapse consecutive sentences
 - Minimum of 20 years
 - Seen at 17 years
 - Dramatic impact on 90 people in the system
 - 45 people are immediately eligible for parole
 - Still must meet other requirements for parole consideration
 - Starting with those that have been in the longest
 - July 1 effective
 - Life sentence review board
 - 4 members appointed by governor
 - 5 person is the commissioner
 - 2 additional members added for certified youth
 - Simple majority vote determines if parole is granted
- Questions from Chat
 - Comparative Data are numbers going up as far as utilization of body scanner. Are strip search numbers going down?
 - Can a Task Force member join that working group? I think it fits with statutory requirements.
 - Do you know who is going to that? Is it from a number of facilities?
 - Blind spots that the committee can help?
 - No model for MRA, talking to national experts, notion of expertise
 - Will benefit from input
- Sub-committee reports

Conference planning report

- Next April

- First conference since COVID
- Topic: Meaningful Justice Reform for Girls
- Speaker: Jeannette Pai-Espinosa
 - Bring co presenter who is a consumer of the system
 - National Crittenton Foundation
- Speaker: Malaika Eban
 - Local
 - Director of MN legal Rights Centers
 - Local co-presenter as well
- Break out sessions: Action Oriented Reforms
- Cost
 - 100 for the day
- Venue
 - Difficult to find a spot
 - Westminster Church
 - If uncomfortable please reach out to discuss
 - Quiet space for those triggered by being in a church
- Dates
 - April 12 or April 19
 - Send any conflicting events to Paula and Vicki

Membership/Strategic Planning

- Tabling the process in favor of strategic planning for consultant
- Identifying needs of new members
- Need a chair to do strategic planning
- Cannot work for DOC to be the chair
- Membership
 - Review applications with Ana Negrete
 - Recruitment
 - Paula and Vicki will assist in reviewing
- In person would be a barrier for some
- Diverse members
- 10,000 in conference account
 - RSEDEN?
 - Replace the money with registration cost
 - Access the fund with purchase order RSEDEN
 - Use the money that's in the funds

Next Task Force Meeting

- Wednesday, July 12, 2023 - 10 AM to 12 PM via Zoom

DOC Task Force on Justice Involved Women & Girls Meeting
Wednesday, April 12, 2023
via Zoom

10:00-12:00 ENTIRE TASK FORCE

<https://minnstate.zoom.us/j/95009032788>
Meeting ID: 950 0903 2788
Passcode: women

AGENDA

10:00 to 10:20 (20 Mins): Welcome, Roll Call for all Members and Announcements

- Updates on the membership and conference planning committees
 - Try not to plan a conference by fall, it's too late
 - Recommend waiting until next April
 - Topic
 - Juvenile reform for girls
 - Meetings: 1st and 3rd Thursdays
 - 1pm
 - 1 hour
- Membership Committee
 - Ana is chair
 - Meet before the next meeting
 - 2 spots open
 - Questions:
 - What is it what do we look for?
 - What is a good candidate?
 - Possible ideas:
 - More systems involved
 - People directly impacted
 - People of color
 - Survivors of the juvenile system
 - Exclusions:
 - Commissioner said no to people on paper
 - Exclusions on discretion of commissioner
- Attendance
 - Expectation to be discussed later

10:20 to 10:45 (25 Mins): Subcommittee Breakout Session (Girls, Holistic Health and Reentry Subcommittees)

- Holistic health
- Reentry
 - Identifying housing resources and support
 - Heidi Hendal female emergency housing
 - 50K for eligible rehousing support
 - Only using half of the fund
 - Recommendations to Kate Erickson
 - Lack of knowledge on the fund

10:45 to 11:00 (15 mins): Subcommittee Report Out by Subcommittee Chair

11:00 - 11:30 (30 Mins): Executive Session/Reports and Updates

- Report From DOC Commissioner Schnell/Nan
- Report from Shakopee/Jeff Spies
 - Open ended decision group
 - Programming
 - Finished off pilot work
 - Multi disciplinary teams for identifying needs and interest
 - Identified professionals to have to represent team
 - Discussion around planning around programming during incarceration
 - Mental health issues and education and work force development
 - Biggest need: stable housing upon release
 - Second need: decision making
 - Biggest challenge to implement
 - Resources and staff
- Ombuds
 - Higher than average rate concerns of retaliation
 - Community based mental health facilities
 - Women ending up in facilities for incidents that happen in treatment centers
 - Property items
 - Policy is the same but the way it is enforced is different
 - Mesh bag but fit in 2 bins
 - Infrastructure changes leading to complaints?
 - Not a lot of movement on construction
 - Wing lodges 4-6 converted back to small day spaces
 - Anthony unit
 - Opened back up
 - Haven't decided
 - Increase for mental health needs for boys
- Community Report/Questions

11:30 to 11:55 (25 mins) Use of DRT in Juvenile Facilities (Recommendations and next step)
presented by **Girls Subcommittee**

- Legislation on strip search
 - Facilities can keep doing DRT and strip searches
 - Commissioner must report strip searches and injuries to juvenile during strip search as a critical incident
 - Doesn't cover emotional incident
 - Matter of if staff reports it
 - Commissioner may amend the rules
 - Safety issues in juvenile facilities
 - Kids aren't speaking up
 - Youth don't know that what happens to them isn't okay
 - Hoping that the facilities aren't reacting and go straight to DRT
 - Isolation only to manage immediate safety issue
 - Ends when youth is stabilized
 - Sent Paul a letter with recommendations
 - Write up additional recommendations
- Scanners

- DHS doesn't have rule that they can't be used
 - Outside Youth Agency Organizations
 - Ask if Paul would do quarterly listening sessions with families
 - Timeline on a response from commissioner
- Adverse health outcomes for incarceration
 - Cultures are unsafe for youth and staff
 - Revise youth rights
 - Needs to be in plain language and multiple formats
 - Independent external entity
 - Work collaboratively to change the culture
 - Push policy makers to look at safety issues
 - DOC licensing reports
 - Overuse of DRT: facilities written up for grievance policy
- Violations
 - Currently under each facility
 - Violations report for time period with all facilities
 - Public data
 - 5 months post partum in isolation
 -
- Questions:
 - Having someone from licensing come?
 - March 20th sent
 - No response as of yet
 - Structural issue
 - 3rd party investigate the concerns
 - Independent parties for investigation SA and PREA
 - Licensing isn't adequately staffed
 - Ombuds also a gap
 - Trends in juvenile challenges with courts
 - Putting youth in facilities that don't best fit their needs
 - Ombuds no jurisdiction over youth placement
 - Capacity is a challenge
 - If there's not a violation policy there's a better practice
 - Counties continue to pursue adult certification
 - Specific instances reach out to Margaret
 - Ombuds doesn't have capacity for preventative
 - Outside organizations are helpful for that
 -
 - Licensing ever pulled for juvenile facilities?
 - Abuse at facility that closed

11:55 to 12:00 (5 Mins): Wrap up/Take Away Actions

- Attendance
 - Helpful to have someone from commissioners office
 - Members not showing up is a problem
 - 1 member who hasn't been to any meeting since Jan
- Sub Committees to meet outside
- Goals for taskforce and revise the by laws
 - Maybe have a task force for bylaws
- Funds to hire strategic planner

- Share recommendations to Autumn
 - Jessica has facilitation skills
 - Have to be mindful of what can be accomplished
 - In person
- By annual in person meeting

Next Task Force Meeting

Wednesday, May 10, 2023 - 10 AM to 12 PM

Look for updates, minutes and upcoming agenda on the MN Dept of Corrections website
@<https://mn.gov/doc/staff-partners/task-forces/advisory-task-force-on-justice-involved-women-girls/>

DOC Task Force on Justice Involved Women & Girls Meeting

Wednesday, February 8, 2023

via Zoom

<https://minnstate.zoom.us/j/95009032788>

Meeting ID: 950 0903 2788

Passcode: women

10:00-12:00 ENTIRE TASK FORCE

AGENDA

10:00 to 10:20 (20 Mins): Welcome, Roll Call for all Members and Announcements

- Roll Call
- Introductions of new members
- Update on Membership Committee
 - 2 open spots
 - Membership committee
 - If interested reach out to Autumn
 - Criteria
 - Meeting with Autumn, Vicki, Commissioner, and Chelsey tomorrow
- Teams going forward
 - Helps classify between members and community
- Sub Committee Members List, send to Autumn
 - Community members to sit on task force
 - Girls
 - Paula Chair
 - Sara Thomas, Corey Sherman, Lois Mineau, Nikki Engle, Kahlee Griffey
 - Holistic Health: Ana, Artika, Angela, David, Tanya
 - Holistic Health has met outside of meetings
 - No meeting planned before March
 - Talk with Autumn about authority of sub committee
 - Re-Entry
 - Autumn currently Chair
 - Restructure who is chair
 - Tabitha
- Links
 - Shared google drive
 - List of speakers
 - Link to meeting
 - Link for member contact

10:20 to 10:45 (25 Mins): Subcommittee Breakout Session

10:45 to 11:00 (15 mins): Subcommittee Report Out

- Reentry
 - Met with Kate Erikson
 - Focus on Housing Support
 - Meet before next meeting
- Girls
 - Kristi sent an email
 - Article about recommendations
 - Outside entity that receives youth complaints
 - Independent
 - Address the complaints
 - Lack of outside advocacy
 - Ramsey County Jail
 - Reduce capacity from staff shortages
 - Impact of staff shortages
 - Disciplinary Room Time increase
 - Recommend
 - Independent assessment done by Ombuds
 - Order Juvenile services to reduce capacity
 - Strip Searches and Discipline Room Time Bill
 - Bill if is passed cannot license a facility that utilizes strip searches and disciplinary room time
 - Where is DOC on the bill?
 - HF 1233
 - Pregnant shackling 2 juveniles
 - Shackled at appointments
 - Not around the abdomen
 - Both medical providers insisted shackles removed
 - Self-harm behavior
 - Shackling deemed appropriate
 - Was it documented correctly?
 - Independent assessment if need
 - Violent charge
- Holistic Health
 - Where do the recommendations go?
 - What does the task force do when recommendations aren't taken?
 - Tana to connect with Autumn
 - Body scanner data on how it's being used
 - Schedule out separately

11:00 - 11:30 (30 Mins): Executive Session/Reports and Updates

- Report From DOC Commissioner Schnell/Nan
 - Open seats for review
 - Can get the applications to the group
 - Body Scanner
 - Body scanner in Shakopee is down, technician ordered part
 - 1-18
 - 113 scans
 - Out of visiting

- No positive detections
- 387 unclothed body searched
 - No positive detections
- Training for body scanner
 - It's not the technical training, it's the reading of the scans
 - A lot more focus on the devices being smarter
 - The more scanners the easier it will be for staff to use them
 - Depending on what unit you're assigned, certain employees have more access
- Tracking access for committee
 - Dashboard
 - Will find a way to make it more publicly accessible
 - Unclothed body search would have same data points
- Dept of Health to create rules for body scanner
 - Process of waiver until rules
 - Meeting with health to discuss the space requirement
 - Plan
 - Procure additional scanners
 - 4 new scanners for men's facilities
 - Scanner technology is changing, units have become smaller, radiation is lower
- Legislature
 - Restoration of the right to vote
 - DRT
 - Rep Pinto to talk about use of DRT
 - Move away from use of discipline
 - Rule Making
 - Discipline cannot be the purpose of separation
 - Must be related to safety
 - Seclusion, Time Out
 - Create one rule to clarify separate for safety reason and immediately begin documentation and process for getting them back into programming and general population
 - Move away from sanctioning
 - When jails could not comply we dropped their capacity
 - Follow Up Question: If that was the case here that is what would be done with juvenile facilities?
 - Staff shortages
 - Impact on youth
 - Is there an increase in DRT?
 - Follow Up Question: Have folks doing licensing come in and discuss staffing, impact
 - 3rd party review
 - Assessment
 - Commissioner will look at reporting based on staffing
 - Licensing action 2 county jails
 -
- Report from Shakopee/Jeff Spies
 - Expansion of opportunities for groups around trauma
 - Started as a single group run by behavioral health: Women Healing from Trauma
 - Pilot for person centered approach

- Engagement and bringing people into the decision making process
- Transition plans
- Goal: integration of DOC and individual goals
- Cost is staff intensive
 - Trying to find ways to blend processes
 - Half of the pilot is done
- Anthony is back open
- Structural changes
 - Jeff can't speak definitively
- Have an administrative representation from Shakopee?
 - Warden Halvorson
 - Wanted to be part of this group for a time
- Community Report/Questions
 - Updates on the training process for the Body Scanner at Shakopee. How do you intend to train on B/S at the larger facilities when we cannot even adequately train at Shakopee?
 - Is it the Office of the Legislative Auditor - the same folks who did the 2020 report on Safety in State Correctional Facilities? Is that the best "outside entity" to do something like this with our juvenile facilities?
 - With the bill in focus is there anything time sensitive that can be done?

11:30 to 11:45 (30 mins) Annual Conference

- Committee, vote on
- Kristi Cobbs and Paula have attended conferences in the past

11:45 to 12:00 (15 Mins): Wrap up/Thoughts Concerns

- Low membership
 - Frustration with the low members
- Policy and bylaws
 - Any rules or structure on attendance?
 - 2 meetings were allowed to miss for the year
- In person meeting
 - Conference committee to help in person meeting

Next Task Force Meeting

Wednesday, March 8, 2023 - 10 AM to 12 PM