

# Meeting Minutes

## Justice Involved Women and Girls Task Force

**Date:** May 14th, 2025, 10:00am-12:00pm

**Purpose:** The Advisory Task Force on Justice Involved Women and Girls consults with the Commissioner of Corrections regarding choice of model programs to receive funding, reviews and makes recommendations on matters affecting female offenders, identifies problem areas, and assists the Commissioner in seeking improved programming for female offender

**Open Meeting Law:** The taskforce is governed by [The Minnesota Open Meeting Law](#) requirements.

**Location:** Hybrid: Webex Webinar and in the DOC Afton Room

### Attendance:

NAME	ROLE	TERM END DATE	ATTENDANCE
ANGELA THOMPSON	Taskforce Member	3/12/27	Online
TANA WELTER	Taskforce Member	8/8/26	In-Person
JEFF SPIES	Taskforce Member	8/8/26	In-Person
AMBER FAULKNER	Taskforce Member	8/8/26	Absent
SAVANNAH RIDDLE	Taskforce Member	2/12/27	Online
VICKI HUNTER	Taskforce Member	8/8/26	In-Person
	Interim Chair		
KILOMARIE GRANDA	Taskforce Member	1/9/27	Online
VACANT	Taskforce Member	N/A	N/A
COREY THOMPSON	Taskforce Member	8/8/26	Absent
	Interim Co-Chair		
MAYA MASON	Taskforce Member	2/12/27	Online
KAYLEE HENSON	Taskforce Member	2/12/27	Absent
ANGELISA MAYS-ANDREWS	Taskforce Member	3/12/27	Online
NASRA HASSAN	Taskforce Member	2/12/27	Online
CECELIA VIEL	Taskforce Member	8/8/26	Online
LINDA FLANDERS	Taskforce Member	2/12/27	In-Person
NIKKI ENGEL	Taskforce Member	7/29/26	In Person
PAULA SCHAEFER	Taskforce Member	8/8/26	Absent
ANGELA BREWER	Taskforce Member	2/12/27	Absent
MADELYN ADAMS	Taskforce Member	3/12/27	Online
LUANNE BUCK	Taskforce Member	2/12/27	Absent
SHELBI GROATH	Staff	N/A	In-Person
CONNIE JONES	Liaison	N/A	In-Person

## **Welcome, Roll Call, and Announcements**

See attendance above

## **DOC Roles within the task force**

Connie is the liaison to the executive team, Jeff is the subject matter expert for SHK and a member of the Task Force, and Shelbi Groath is the support staff for the task force. Connie will be posted as the liaison on the DOC Website.

Discussion: Clarifying these roles is important to help establish clear communication to and from the Commissioner and to foster effective action plans. Task force spoke about how what has been accomplished over the last year is unclear due to limited access to DOC leadership.

## **Plan Strategic Planning Session to Determine Action Items and Workflows**

In response to a request for a strategic planning leader, Connie stated that there is no funding available through the state and that the Task Force does not have its own budget. There is no in-house person that could help with strategic planning, there is no county funding as of right now either. Linda Flanders spoke about how her county might be able to help as they have a meeting at the beginning of the year.

Connie suggested finding 3-5 high-level things a year that the task force would like to focus on.

The last strategic planning meeting was in 2015. Jeff Spies suggested finding a graduate student to help with this as a capstone project. Vicki said she would see whether MSU Mankato has programs that could interest students, such as those within the MBA and MPA programs.

Spoke about calling this targeting goal setting and action plan, instead of strategic planning, the concern of Madelyn Adams spoke about how the words, strategic planning, are meant to refer to a much larger and in-depth process. Instead, we will work towards goals.

## **Discuss Proposed Bylaw Amendments (see attachment)**

The only proposed change is the part 3 the primary role of the department of corrections. Bullet points were added to the bylaws to clarify the role of the Commissioner and/or someone from his leadership team, specifically how to the process of communication between the TF and the Commissioner will work.

Nikki suggested changing the word “assist” to “support” referring to the DOC’s role on the TF. Tana [Shelbi: Wasn’t this Nikki? I don’t think Tana said this.] She stated that since the TF does not have a budget, the DOC should not control the task force’s work. Vicki mentioned that since this is a “commissioner’s advisory task force,” it makes sense that we work in collaboration with the department, not as a separate entity.

### **Suggested Changes:**

- Regarding getting a response from a question or policy proposal: Changing the wording of the proposed bylaw amendment, from “timely” in the bylaws to a concrete timeframe. Linda suggested “three days preceding the next scheduled meeting or 14 days following the past meeting whichever is longer.” This clarifies the timing while giving the DOC liaison time to review and relay the communication
- Changing strategic planning to annual goal setting and action plan
- Change “assist” to “support” regarding the department liaison
- Reviving the practice of creating annual reports

The task force voted to move forward with these amendments. There was one abstention with Nasra Hassan.

Tana Welter will make the changes and give it to Shelbi to forward to Connie who will go over this with the Commissioner.

Vicki Hunter will send out a survey about goals that the task force has.

### **BWC policy review and discussion (see attachment)**

Shakopee has the body cameras, and they are being utilized.

Jeff Spies states that the searches policy governs who is present and who is there during these searches. The cameras do not change any of this. Access to the footage is extremely limited, unless there is a major incident these searches are not reviewed. The women at Shakopee have had mixed reactions, since it is new surveillance, there has been no complaints that he is aware of. They see it as a security and safety element for themselves. There was an outside organization that conducted interviews with staff and incarcerated persons. Jeff will provide this once it become available. The data is not public, it is confidential.

Angela Thompson asked if there is any concern about the fact that there are no concerns from the population since there might be a worry of discipline. Jeff responded that the women at Shakopee would voice concerns if there were some.

Vicki Hunter asked if BWC have been used to resolve investigations. Jeff stated he does not know but gave an example of a time when this would have helped resolve a criminal complaint. Vicki also spoke about multiple sexual misconduct allegations for which BWCs might have been helpful to prevent or detect.

Jeff: Even the Warden at MCF-SHK does not have direct access, there is an outside person who will review. This is done through the Office of Special Investigations.

Madelyn Adams spoke about having counties adopting DOC policies especially regarding girls and BWC. There are currently no BWC at MCF – RW [Shelbi: what is RW?].

Linda Flanders will check with AMC [Shelbi: What is AMC?] to see what counties have body cameras, not all do, due to the cost.

Jeff: Cameras are on during unclothed body searches; these are much rarer now. Nikki spoke about how abusive people will be able to work around the cameras. Tana commented that at least it is a deterrent.

Linda Flanders asked if the task force would be able to have surface level data about investigations and substantiated or not. Task Force will ask Connie to work with them to get the answers to what data the task force can have. Data requested: number of complaints using BWC evidence that were substantiated versus those not substantiated, complaints not using BWC evidence that were substantiated versus those not substantiated.

### **Chair and Co-Chair discussion**

Vicki asked the task force if there is any interest in taking over these roles, there was none expressed

### **Logo Circle Back**

Logo was sent out after last meeting. There were no further objections regarding the logo. The women at MCF-SHK were shown the logo in Vicki's class, they all liked the logo. All comments were positive.

There is one spot on the logo that needs to be changed, Shelbi will get this to communications for the changes requested.

### **JIWG Input on the CLIPS Juvenile facility for girls in Moorhead**

Madelyn spoke about how this is an amazing program. There should be funding put into this, kids must be in a secure setting for three months or more. This helps kids transition to independent living situations. They can maintain employment, attend therapy, group, mental health support, chemical dependency support. There is a long wait list to get into this program.

This is a brand-new program that will include girls, before it was just for boys.

Madelyn Adams will reach out to West Central Juvenile Central to see if a representative from this program could come speak to the task force about this on July 9<sup>th</sup>, 2025, meeting.

Linda Flanders spoke about how the court director of Goodhue County loves this program and she was excited to hear this was expanding to girls. She also spoke about rural counties want to attend the July meeting so they can hear the presentation about CLIPS.

### **Conference Discussion**

There is a budget, but it funds itself from prior entry fees. The budget is not connected to the Department of Corrections.

### **Prior Action Item Discussion**

Linda spoke about possibly having students create a video for the grievance process for girls to review.

DOC ability to revoke license for facilities, this was killed by the Minnesota Sheriffs Association. DOC will try again next year.

### **Public Comment**

None given

### **Closing**

**Meeting adjourned at 11:53am on May 14<sup>th</sup>, 2025.**

### **Prior Action Items:**

- ALL TF Members – Creating toolkit for the grievance rights to kids
- Shelbi – Re-loop IG Garland and Director Strang in once DPS PREA stuff is figured out
- Shelbi – send out the logo
- Shelbi – Get the bill information and sponsor sent to TF members
- Vicki – send out a Google pool to schedule the charter FY26 discussion

### **Action Items**

- Jeff will provide the task force with the outside organization study that was conducted at MCF-SHK once it is available.
- Talk to Connie about getting body camera data for the task force.
- Madelyn Adams – CLIPS person speaking to TF on July 9<sup>th</sup>, 2025.
- Vicki – send out a survey about the wants of the task force – will send link to Shelbi to distribute
- Shelbi – talk to Amy Lauricella, can conference planning take place outside of the monthly meeting.
- Shelbi – reach out to IG Garland and Director Strang on follow up from questions posed about last meeting. Send with minutes if possible.
- Shelbi – get the bill number for the information about DOC and licensing to revoke licensing, and bill summary. Send with minutes.
- Shelbi – logo edits requested made prior to next meeting.

### **Next Month**

- High level planning of goals
- Logo final approval

#### **Future Meetings**

- Policy discussion with Commissioner Schnell and Amy Lauricella at future meeting
- Someone from West Central speaking about CLIPS program for girls – July 2025 Meeting

#### Next Task Force Meeting

Wednesday, June 11<sup>th</sup>, 2025 - 10 AM to 12 PM

MN DOC Central Office – Itasca Room