

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
April 23, 2025

1. Call to Order

Chairman Stephan Moore called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m., on Wednesday, April 23, 2025, at Allen Gamble Correctional Center, 6888 E. 133rd Road, Holdenville, OK.

The meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on Tuesday, December 10, 2024. An announcement was also given at least twenty-four (24) hours in advance by posting notice of the date, time, place, and agenda of the meeting at 09:53 a.m., on Tuesday, April 22, 2025, at the principal office of the Oklahoma Department of Corrections (ODOC), located at 4345 N. Lincoln Blvd, Oklahoma City, OK 73105.

A. Pledge of Allegiance

Chairman Moore led the meeting attendees in reciting the pledge of allegiance to the United States Flag.

B. Roll Call

Chairman Moore asked the clerk to call roll:

Rhonda Bear	Present	Jake Parsons	Present
Joseph Brantley	Present	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Present
Sunne Day	Absent	Matthew White	Present
Stephan Moore	Present		

The roll reflected a quorum.

2. Approval of Board of Corrections Meeting Minutes

Chairman Moore requested approval of the meeting minutes as presented to members in the BOC packet for April 23, 2025.

A. February 26, 2025, Meeting Minutes

Motion: Mr. White made the motion to approve the minutes. Mr. Snead seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

The meeting minutes from February 26, 2025, were approved by majority vote.

3. Chairman's Update

Chairman Moore welcomed everyone to the Board of Corrections meeting and thanked the Allen Gamble Correctional Center warden and staff for hosting the meeting and praised the improvements of access to programs, religious services and inmate engagement.

4. Director's Update

Executive Director Steven Harpe gave agency updates including an update on the employee engagement surveys and a thank you to Warden Miller and the AGCC staff for their efforts and engagement with inmates over the past year.

In addition, Director Harpe gave a statement on the Eddie Warrior Correctional Center emergency as pursuant to O.S. 61.130 and O.S. 74.85.41A. as follows:

As a result of a gas leak at EWCC, ONG shut the gas off to the facility on February 26th. ODOC's Construction & Maintenance Unit provided emergency heaters to the facility and continuously worked on site attempting to locate and repair the leak. Despite laying 225 feet of new pipe, the leak could not be located. ONG installed a meter on the meter tree that measures pounds and ounces, and based on it, the hole appeared to be roughly the size of a pilot light.

On March 3rd, an emergency declaration was requested and approved. A contractor with the necessary equipment to assist with the repair came to the facility the same day and began evaluating the situation. To minimize the costs, ODOC purchased the required materials and handled all excavations. Additional propane was purchased to provide showers and hot water for the inmate population while repairs were on-going.

The leak repair was completed March 13th, however there is still work remaining which will include rebar and concrete to three street cutouts. Material has been ordered to protect the new steel gas line that was installed and has not yet arrived. Once it is received, the finishing work will take place.

Total cost to date is \$53,754.95

5. Warden's Welcome

Warden Michael Miller welcomed board members and ODOC staff. Allen Gamble Correctional Center (AGCC) is a 1,723-bed medium/maximum security facility. Mr. Miller reviewed the programming available at AGCC and praised staff for improvements made over the past year. A copy of the Allen Gamble Correctional Center information sheet was included in the BOC packet for April 23, 2025.

6. Public Relations Unit Spotlight

Chief of Public Relations Kay Thompson gave an overview of the Public Relations Unit and their job function within the agency. A copy of the report was included in the BOC packet for April 23, 2025.

7. Agency Budget Update

A. FY25 DOC Budget Report

Chief Financial Officer Ashlee Clemmons welcomed everyone and provided an update on the year-to-date financials as of March 31, 2025. The financial reports were included in the BOC packet for April 23, 2025.

8. Inmate/Offender Population Update

A. Inmate/Offender Population Report

Chief Administrator of Classification & Programs Clint Castleberry provided an overview of the inmate/offender population as of March 31, 2025. A copy of the overview was included in the BOC packet for April 23, 2025.

9. Resolution: Public Service Recognition Week

A. Resolution: Public Service Recognition Week

Chief of Administration Jenna Thomas read the resolution for Public Service Recognition Week and requested approval.

Motion: Mr. White made a motion to approve the Public Service Recognition Week Resolution. Mr. Parsons seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

The Public Service Recognition Resolution was approved by a majority vote.

10. Resolution: National Correctional Officers Week

Chief of Operations Jason Sparks read the resolution for National Correctional Officers Week and requested approval.

Motion: Mr. Snead made a motion to approve the National Correctional Officers Week Resolution. Mr. Brantley seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

The National Correctional Officers Week Resolution was approved by a majority vote.

11. Resolution: National Nurses Appreciation Week

Chief of Health Services Dana Webb read the resolution for National Nurses Appreciation Week and requested approval.

Motion: Ms. Bear made a motion to approve the National Nurses Appreciation Week Resolution. Mr. Brantley seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
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Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

The National Nurses Appreciation Week Resolution was approved by a majority vote.

12. Resolution: National Teachers Appreciation Week

Administrator of Programs Stephanie Adams read the resolution for National Teachers Appreciation Week and requested approval.

Motion: Mr. White made a motion to approve the National Teachers Appreciation Week Resolution. Mr. Snead seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

The National Teachers Appreciation Week Resolution was approved by a majority vote.

13. Approval to Enter into Executive Session

Motion: Mr. White made a motion to enter Executive Session at 1:49 p.m.
Mr. Brantley seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

14. Approval to exit from Executive Session

Motion: Mr. White made a motion to return from Executive Session at 2:41 p.m. Mr. Parsons seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent

Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

15. Committee Reports – Standing Committees:

A. Executive

Chairman Stephan Moore

Members Dan Snead, Rhonda Bear and Hastings Siegfried

Members in this committee discussed the proposed BOC agenda and current litigation.

B. Public Policy/Affairs/Criminal Justice

Chairman Rhonda Bear

Members Jake Parsons and Matthew White

Members in this committee discussed the Public Relations initiatives, Community Outreach initiatives and Reentry programs including Birth Certificate and ID disbursements.

C. Population/Security/Private Prisons

Chairman Hastings Siegfried

Members Dan Snead, Joseph Brantley and Sunne Day

Members in this meeting discussed population, Oklahoma Inspector General statistical updates, Office of Threats and Intelligence updates and Private Prisons security and contract updates.

D. Audit and Finance

Chairman Randy Chandler

Members Joseph Brantley, Stephan Moore and Hastings Siegfried

The Committee meeting was canceled due to scheduling conflicts. No report was given.

16. New Business

There was no new business.

17. Adjournment

Motion: Mr. White made a motion to adjourn the meeting. Chairman Moore seconded the motion.

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Absent
Randy Chandler	Absent	Daniel Snead	Approved
Sunne Day	Absent	Matthew White	Approved
Stephan Moore	Approved		

There being no further business to discuss, the adjournment of the meeting was approved by a majority vote at 2:45 p.m.

Submitted to the Board of Corrections By:

Signature on File

05/28/2025

Toni Lee, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on May 28, 2025, in which a quorum was present and voting.

Signature on File

Rhonda Bear, Secretary
Board of Corrections