

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING MINUTES
June 25, 2025

1. Call to Order

Chairman Stephan Moore called the meeting of the Oklahoma Board of Corrections (BOC) to order at 1:02 p.m., on Wednesday, June 25, 2025, at Mabel Bassett, 29501 Kickapoo Road, McLoud, 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 08:20 a.m., on Tuesday, June 24, 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	Present
Randy Chandler	Present	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 June 25, 2025.

A. May 28, 2025, Meeting Minutes

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

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

The meeting minutes from May 28, 2025, were approved by majority vote.

3. Chairman's Update

Chairman Moore welcomed everyone to the Board of Corrections meeting and thanked the Mabel Bassett Correctional Center warden and staff for hosting the meeting.

4. Director's Update

Chief of Operations Jason Sparks gave agency updates including the following:

5. Warden's Welcome

Warden Scott Tinsley welcomed board members and ODOC staff.

Mabel Bassett Correctional Center (MBCC) is a multi-function facility for female inmates in McCloud. The facility houses minimum and medium-security inmates, and serves as the reception and assessment center for all females incarcerated in Oklahoma. MBCC also houses women requiring specialized medical or mental health care. It houses more than 1,200 inmates, including Oklahoma's only female death row inmate. Warden Tinsley discussed education, Substance Abuse, CareerTech and Criminal Thinking programs available at MBCC. A copy of the Mabel Bassett Correctional Center information sheet was included in the BOC packet for June 25, 2025.

6. R.I.S.E Cosmetology Unit Spotlight

Executive Director and Founder of R.I.S.E Christie Luther provided an overview of the Cosmetology program and its mission. A copy of the report was included in the BOC packet for June 25, 2025.

7. Warden Appointment

A. Chief of Operations Jason Sparks presented Josh Cultrera for appointment to the Warden position at Jess Dunn Correctional Center. Executive Committee members made comments on their interview with Mr. Cultrera. A copy of Mr. Cultrera's biography was included in the BOC packet for June 25, 2025.

Motion: Mr. Siegfried made the motion to approve the appointment of Josh Cultrera to the position of Warden at Jesse Dunn Correctional Center. Mr. Snead seconded the motion.

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

The appointment of Josh Cultrera to the position of Warden at Jesse Dunn Correctional Center was approved by majority vote.

8. Declaration of Emergency at OSP/Jackie Brannon Correctional Center (JBCC)

Chief of Operations Jason Sparks requested that the Board of Corrections declare an emergency pursuant to 61 O.S. 130 (A) for the reason that a sudden, unexpected and unforeseen severe weather event occurred at the Oklahoma State Penitentiary and the Jackie Brannon Correctional Center on June 7, 2025, and caused damage to both correctional facilities that could endanger public health and safety and result in further damage to state property if the situation is not promptly addressed.

Motion: Mr. White made the motion to approve the declaration of emergency at OSP/JBCC for the event that occurred June 7, 2025. Mr. Siegfried seconded the motion.

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

The Declaration of Emergency at OSP/JBCC for the event that occurred June 7, 2025, was approved by majority vote.

9. 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 May 31, 2025. The financial reports were included in the BOC packet for June 25, 2025.

B. FY26 Budget Work Program

Ms. Clemmons reviewed the FY26 Budget Work Program for the agency. The FY26 appropriation is \$547,359,022, which includes an increase of \$3,089,716 for debt service.

The following are legislative and Federal budget impacts:

SB1160, Purchase of Lawton Correctional Facility, \$312,000,000

HB1792, Sentencing – Marquis Software Configuration, \$121,400

HB1460, Elimination of Fee for GPS Monitoring, \$250,000

FCC, Martha Wright Reed Act Inmate Communication System, \$3,500,000

The total FY26 budget for the agency is \$611,076,764. With the Prison Acquisition Fund of \$312,000,000, the grand total is \$923,076,764.

Motion: Mr. Chandler made the motion to approve the FY26 Budget Work Program. Mr. Brantley seconded the motion.

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

The FY26 Budget Work Program was approved by majority vote.

C. FY27 Capital Outlay Request

Ms. Clemmons presented the FY27 Capital Outlay Request. The request included 32 projects of varying cost and had a total request of \$148,316,396. The FY27 Capital

Outlay Request was included in the BOC packet for June 25, 2025.

Motion: Mr. White made the motion to approve the FY27 Capital Outlay Request. Mr. Siegfried seconded the motion.

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

The FY27 Capital Outlay Request was approved by majority vote.

10. Inmate/Offender Population Update

A. Inmate/Offender Population Report

Chief of Population & Programs Jason Bryant provided an overview of the inmate/offender population as of May 31, 2025. A copy of the overview was included in the BOC packet for June 25, 2025.

11. Approval to Enter into Executive Session

Motion: Mr. White made a motion to enter Executive Session at 2:50 p.m.
Ms. Bear seconded the motion.

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

The approval to enter executive session was approved by a majority vote.

12. Approval to Exit from Executive Session

Motion: Mr. White made a motion to return from Executive Session at 3:34 p.m.
Ms. Bear seconded the motion.

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

The approval to exit from executive session was approved by a majority vote.

13. Approval of Purchase and Sale Agreement for property commonly known as Lawton Correctional Center

General Counsel Kari Hawkins presented the purchase and sale agreement for the property commonly known as Lawton Correctional Center for approval. A copy of the purchase and sales agreement was included in the BOC packet for June 25, 2025.

Motion: Ms. Bear made a motion to approve the purchase and sale agreement. Mr. Parsons seconded the motion.

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

The purchase and sale agreement was approved by majority vote.

14. Resolution: Probation and Parole Officer Appreciation Week

Chief of Operations Jason Sparks presented the Resolution for Probation and Parole Officers Appreciation Week for approval. A copy of the resolution was included in the BOC packet for June 25, 2025.

Motion: Mr. Siegfried made a motion to approve the resolution for probation and parole officer appreciation week. Mr. Snead seconded the motion.

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

The resolution for probation and parole officer appreciation week was approved by majority vote.

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 Prison security and contract updates.

D. Audit and Finance

Chairman Randy Chandler

Members Joseph Brantley, Stephan Moore and Hastings Siegfried

Members in this committee discussed the monthly financials, FY26 budget work program and the FY27 capital outlay request.

16. New Business

There was no new business.

17. Election of Officers

BOC Liaison Toni Lee took lead of the meeting and requested nominations for Chairman, Vice Chair and Secretary.

A. Chairman Nominations

Mr. Siegfried nominated Stephan Moore for the position of Chairman. No additional nominations for Chairman were presented.

Motion: Mr. Siegfried made the motion to elect Stephan Moore as the Chairman. Ms. Bear seconded the motion. The motion was put to a vote by verbal acclamation, with all in favor; the motion carried.

The election of Stephan Moore as Chairman was unanimously approved.

B. Vice Chair Nominations

Ms. Bear nominated Daniel Snead for the position of Vice Chair. No additional nominations for Vice Chair were presented.

Motion: Ms. Bear made the motion to elect Daniel Snead as the Vice Chair. Mr. Siegfried seconded the motion. The motion was put to a vote by verbal acclamation, with all in favor; the motion carried.

The election of Daniel Snead as Vice Chair was unanimously approved.

C. Secretary Nominations

Ms. Bear nominated Joseph Brantley for the position of Secretary. No additional nominations for Secretary were presented.

Motion: Ms. Bear made the motion to elect Joseph Brantley as the Secretary. Mr. Chandler seconded the motion. The motion was put to a vote by verbal acclamation, with all in favor; the motion carried.

The election of Joseph Brantley as Secretary was unanimously approved.

18. Adjournment

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

Rhonda Bear	Approved	Jake Parsons	Approved
Joseph Brantley	Approved	T. Hastings Siegfried	Approved
Randy Chandler	Approved	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 3:45 p.m.

Submitted to the Board of Corrections By:

Signature on File

07-23-2025

Toni Lee, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board of Corrections on July 23, 2025, in which a quorum was present and voting.

Signature on File

Joseph Brantley, Secretary
Board of Corrections