



COLORADO DEPARTMENT OF CORRECTIONS
Warden's Meeting
Headquarters/In-person
HQ/Training Rm#1
June 15, 2023



MEETING MINUTES

GUESTS:

Eric Strumpf - Budget

- Business plan for improved service & staffing.

Ashley Clark – F&A

- Incentive pay update.

Brenda Valerio – HR

- WINS agreement updates.

Melissa Smith – Interim DOP

- Provided break down of approved incentive funds.
- NCHCC Accreditation Clinical files will be shared with Wardens.
- Provided an overview of discussion items from Executive Retreat.
 - Executive team will conduct their weekly meeting two times per a month in a select facility. Request modify operations during visit to allow staff to have face to face time with Executive Team. As schedule is developed facilities can request their site based on significant facility events that may be taking place during the month.
 - EDO process will be handled solely by Prison Operations & Executive staff. Will no longer utilize HR, Clinical, Budget, etc. to assist.
 - Highly encourage EDI team growth within facility and more support/expansion of GRAACE committees. For direction and assistance in developing committees use the established guidelines from CTCF.
 - Requesting that all AAs attend unconscious bias training. Schedule will be shared.
 - The department will no longer use 'offender' to address the incarcerated population and will use inmate when speaking to individuals and in written documentation.
 - Continued Partnerships with Public & Private industry behind the walls and may or may not be in coordination with CCI.
 - Provide a list of all peer mentoring programs to the Office of the Director of Prisons. Looking into a certification options for these programs.
 - Decision item approved for inmate pay increase. Future meetings to develop strategies.
 - Financial literacy – inmate (RESTORE) pop will be provided by Prison Programs internal tracking

- Embracing Dynamic Environment – Humane, dignified and respectful. Implement programs and services to promote socialization.
- Modernization of department – New technical programs and overall better programing.
- F&A security upgrades with cameras will be done gradual and on a schedule.
- Accessibility (ADA) group please make sure there is always a facility representative during meetings.

Scott Dauffenbach – Interim Deputy Director

- Currently no level III beds available. July 1st will be funded for more
- Preparing for inmates to move back to Delta.
- Beginning in August there will be discussion on MCC/PC.
- Please add Executive staff to each facility timeclock system.

Steve Owens – Deputy Director

- Review the EIN list and ensure all required forms are signed.
- Discussed Boiler Plant Operator classification and the changes from past years. All positions throughout the department are not the same. A shared data base was provided, please review and complete as soon as possible.
- Discussed new CTAP auditor positions which are strictly tasked to ensure audit consistency. Positions are term limited.

Warden Fairbarin – AVCF

- The facility will conduct a facility specific BT academy.
- Provided physical plant updates.
- The facility would like to host a Special Teams event in September. More information will be shared as it is developed.

Dave Lisac – Offender Services

- Provided an update on number of beds. Advising on number of beds across the department.
- Discussed the ongoing transport challenges due to not having any large busses available.

Warden Hansen – CTCF/CTA

- CTA will host an open house in August.
- Currently revising BT curriculum and have received good feedback.
- Ms. Hansen transferred to CTCF.

Warden Winden - CCF

- Provided physical plant updates.
- Facility still housing DCC population.
- June 30th retirement celebration scheduled for Warden Winden.

Warden Fhuere – DCC/RCC

- Planning to move population back in July.

Warden Werlich – LVCF/YOS

- Discussed staffing and new hires. Vacancies at both facilities decreasing.
- YOS received a support dog for the female inmates.

Jim Olsen - OEM

- Mail scanners should all be in place by June 30th. Onsite training in early July.
- Sercurs information will be distributed after review by CIPS. Each AA will provide list of identified staff who will handle facility telecom. Please respond to the request quickly.
- Kronos update on remote OIT testing and staff training in July. Payroll will test first followed by scheduling.

Warden Little – TCF/SCCF

- Provided physical plant updates for both facilities.
- Graduations will be held at TCF.
- Developed and IAD for tornado.

AW Coleman - BV

- Provided staffing updates. As of June 1st Facility is back to 8hr shifts.
- Conducted a tour for OSPB & Governor's Office.

Warden Persons – CMC

- Graduation will be held on July 25th.
- Volunteer BBQ will be held in August 2023.
- Provided physical plant updates.

Warden Long – Denver

- Provided physical plant updates.
- Discussed staffing issues and provided updates.
- Provided details on Parole assistance to cover hospital watches. Assistance process was developed and is very successful. Please contact Warden if you want utilize process.

Warden Jaques – LCF/SCF

- LCF incurred damages due to flooding.
- Provided physical plant updates.
- LCF currently has no staff working outside of assignment.
- SCF has several inmate led programs.
- SCF - Review being done and prep for possible population shift to AVCF.

Leigh Burrows – Prison Programs

- YOS received an emotional support dog & other dogs will be going to select facilities.
- Education working to increase time for student/teacher contact.

Warden Burtlow – FCF

- Discussed staffing issues.
- Provided physical plant updates.
- Provided inmate pay update.

Warden Sandoval – CSP

- June 1st facility returned to 8hr shifts.
- Discussed call off coverage issues.

APPROVED: _____

Melissa Smith

Melissa Smith, Interim Director of Prisons