

SAC Meeting
 OPM – 450 Capitol Ave
 Room 3A
 June 20, 2008
 10:00 AM to 1:00 PM

Chair: Linda DeConti, Research Unit Manager (OPM)

Present: Ivan Kuzyk, Research Unit Assistant Manager, Kelly Sinko, Intern, Cody Hyman, Intern, Kyle Chaffee, Intern (OPM); Steve Cox, CT SAC Director (CCSU); Jody Barry, Associate Research Analyst, Mary Lansing, Associate Research Analyst (DOC)

Excused: John Forbes, Assistant Division Director (OPM); Lyndsay Rufollo, Research Specialist (CCSU)

AGENDA ITEM	DISCUSSION	ACTION ITEMS and DELIVERABLES	DATE
Acceptance of Minutes:	The Minutes from the June 6 th meeting were accepted as written.		
Announcements:	Kelly and Kyle elaborated on their contributions to the monthly report.		
Forecast Study/ Methodology	<p>The focus of the next meeting will primarily focus on the Forecast Study and Methodology. Steve would like DOC input on the study because it forecasts the DOC prison population.</p> <p>The group drafted a survey for Fred's comments to be sent, via Commissioner Lantz, to the DOC commissioners of other states:</p> <ul style="list-style-type: none"> • Do you produce a prison forecasting report? • Do you conduct the study internally or externally? Please provide contact information. • Do you find the forecasting model useful? How so? • Will you continue to use your current model or change it in the future? 	Linda will invite Fred Levesque to attend this meeting on either Thurs, 6/25 or Fri, 6/27	

AGENDA ITEM	DISCUSSION	ACTION ITEMS and DELIVERABLES	DATE
<p>Recidivism Syntax File</p>	<p>Jody passed out specific fields of files including:</p> <ul style="list-style-type: none"> • The Master File • The Movement File • The Sentencing File • The Classification File • Screens – how the data appears for a particular inmate • Mary's format of the information given to Steve <p>The Master File includes the name of the inmate, the rest rely on the inmate's DOC number.</p> <p>Steve and Jody discussed the information provided and how Steve uses it to conduct the recidivism study. Steve further outlined the data that he wants to include in future reports.</p> <p>Some data categories are incomplete in the wealth of data available. Furthermore, some data is not saved over time, but rather is updates as it changes, which provides limitations for its use in the recidivism study, which tracks the previous three years. In addition, there is difficulty in deterring the time served, if pre-trial time is considered. Pre-trial credits are recorded/granted inconsistently.</p> <p>Steve requested that 1997 data be sent to him by July 1 so he can work with it and that 2004 data be sent by September 15, but run no earlier than September 1.</p>	<p>Mary will email her contacts at the 6 other uniform states (no separation of jail and prison) to determine how they track their pre-trial data.</p> <p>They will investigate creating a uniform sentence type grouping.</p> <p>Doc will provide CT SAC with the following additional data:</p> <ul style="list-style-type: none"> • Security Risk • Classification • Offense Classification (from parole to DOC system) • Education level (to compare to the risk level which incorporates education) <p>Jody and Mary will attend the SAC meeting on July 3 to discuss the 1997 data that will be sent to Steve.</p> <p>Linda will send emailed data requests to DOC stating the due dates for each data set.</p>	
<p>Meeting Schedule:</p>	<p>June 27, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p> <p>July 11, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p> <p>July 18, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p> <p>July 25, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p>		