

**SAC Meeting**  
 OPM – 450 Capitol Ave  
 July 03, 2008  
 10:00 AM to 1:00 PM

**Chair:** Linda DeConti, Research Unit Manager (OPM)

**Present:** John Forbes, Assistant Division Director, Linda DeConti, Research Unit Manager, Ivan Kuzyk, Research Unit Assistant Manager, Kyle Chaffee, Intern (OPM); Steve Cox, CT SAC Director, Rachel Timnady, University Assistant (CCSU); Jody Barry, Associate Research Analyst, Mary Lansing, Associate Research Analyst (DOC)

**Excused:** Lyndsay Ruffolo, Research Specialist (CCSU); Kelly Sinko, Intern, Cody Hyman, Intern (OPM)

AGENDA ITEM	DISCUSSION	ACTION ITEMS and DELIVERABLES	DATE
<b>Acceptance of Minutes:</b>	The Minutes from the June 27 meeting were accepted as written.		
<b>Announcements:</b>	<p>Rachel and Linda gave updates on the compendium project. The objective will be to populate the consults website into a unified database including input from all state agencies. The meeting summary and list of deliverables from the July 02 meeting with the state library were reviewed. Rachel will be the point person for this project.</p> <p>The state library will host the August FRW meeting.</p>	<p>Rachel will begin working with Nancy Lieffort and Julie Schwartz on the compendium project: getting missing OPM publications in their system first and then those from other state agencies and taking historical documents in hard print and converting them to PDF.</p> <p>Nancy and Julie will set up a conference room for the August FRW meeting at the state library.</p>	8/13
<b>Forecast Study/ Methodology</b>	<p>Linda has been receiving feedback from SAC directors in regards to our survey and has been forwarding this information to Ivan who is storing responses in an excel spreadsheet to be analyzed.</p> <p>The various input/output models were reviewed and discussed; the focus being those offenders going in and coming out of jail. Steve proposed one goal be to get all the relevant numbers and make the model animated to see the flows.</p> <p>John and Linda clarified that decisions for special parole are made in court; the charts will be modified accordingly.</p> <p>The idea to get daily population counts was revisited. Jody advised that this data is accessible but will have to be done manually by copying RT files.</p>	<p>Present revised Input/Output models at FRW meeting and look for input as to where we can get the data. Verify models with Fred Levesque as well.</p> <p>Jody will send a few sample RT snapshot files as well as the FOI file layout for our review.</p>	7/09

	<p>Ivan discussed how complex community supervision can be, and how an offender could be in multiple programs simultaneously. He also made a point that looking at the downfile and getting snapshots of people circulating through the system will give us a better picture of the continuous churn of the population. It will allow us to look at individual people and whether or not they are new to the system, returning, or being released. The group was unsure whether to look at this information in increments of a week, 10 days, or multiple weeks.</p> <p>Prophet was loaded on the N-drive; however, there is still uncertainty as to its usefulness.</p>		
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<p><b>Recidivism Syntax File</b></p>	<p>Steve received all necessary DOC data from Jody and Mary additional syntax fields. CSSD was unable to look at this information, but will do so as soon as possible.</p> <p>Steve also recommended generating a more in depth recidivism report that will be able to answer all legislative questions and using the smaller report as a summary. Michele is currently working on comparing our report to the MA report.</p> <p>Jodi expressed her concern with the definition of time served and how it is calculated. DOC defines this as how much time an inmate served on a sentence. It was stressed that we are looking for the number of days served pre-trial in addition to sentenced time. Therefore, it was decided to refer to this period as <b>length of stay</b> from now on. The current movement codes will not give a complete calculation of the entire length of stay.</p>	<p>Remind the FRW that we are trying to get a finalized outline for the recidivism report finished and seek their input.</p> <p>Recidivism syntax completed</p> <p>The '97 recidivism report should be completed by the end of August.</p> <p>Steve will test a length of stay calculation in August. He will meet with Ivan to discuss pre-trial population.</p>	<p>7/09</p> <p>8/08</p>
<p><b>Timeline for Deliverables/ Summer Projects</b></p>	<p>Steve reported that SAC is on schedule for the Sept 1<sup>st</sup> deadline.</p> <p>In regards to the Halfway House Citing Project, John asked if there is anything documented that shows where offenders re-enter in the community. Ivan brought up a CPEC study that was completed two years ago that presents such information on extensive maps.</p> <p>Linda and John meet with Brian to confirm the summer project that will dissect the split sentence probation and special parole programs.</p> <p>We are still waiting to set a date for Brian to review the draft of the monthly highlight newsletter. It was reemphasized that we generate a list of topics to focus on for these monthly projects.</p>	<p>Ivan will research whether we can get the CPEC report for the next SAC meeting.</p> <p>Query the FRW a about the monthly newsletter and generate a list of topics</p>	<p>7/09</p>
<p><b>Meeting Schedule:</b></p>	<p>July 18, 2008 – Cancelled</p> <p>July 25, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p> <p>August 01, 2008 – OPM, Room 2A (9:00 AM -12:00 noon)</p> <p>August 08, 2008 – OPM, Room 2A (9:00 AM – 12:00 noon)</p>		

