

Cleveland County, OK

Cleveland County Office Building

201 South Jones
Norman, OK 73069
Suite 200

10:18:19 AM

FILED IN OFFICE
COUNTY CLERK
NORMAN, OK

Printed on 7/9/2026
Pamela Howlett,
County Clerk, Cleveland County



Pam Howlett

Community Sentencing Planning Council Regular Meeting Agenda

**Tuesday, July 14, 2026
8:30 AM**

***Joshua Hinkle - Chairman
Jacob McHughes - Vice-Chairman
Pam Howlett - Member
Judge Jeff Virgin - Member
Jennifer Austin - Member
Darrell Weaver- Member
Jesse Wells - Member
Woody Glass - Member
Gary Gage - Member***

<https://www.clevelandcount yok.com/>

Pam Howlett, County Clerk

Meeting Called to Order**Roll Call**

Notice of the meeting was properly posted on July 9, 2026.

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Approval of Minutes

1. Discussion and possible action regarding the approval of the Regular Meeting of April 14, 2026.

[2026-04-14 Minutes](#)

Public Comment: Comments from the public will be allowed on any item listed on the agenda. Public comments will be accepted on a first come, first serve basis and are limited to two (2) minutes per person, for a total of ten (10) minutes. Individuals who wish to participate in the public comment portion of the meeting should complete a "Request to Speak" form at the beginning of the meeting and specify the agenda item they want to discuss.

Items of Business

2. Discussion and possible action to approve the Appointment or Re-Appointment of Non-Statutory Board Members, whose terms expires July 14, 2026. The new terms are as follows:

Person/Position:	
Jacob McHughes, Vice-Chairman	Re-appoint for 2027
Member Woody Glass	Re-appoint for 2027
Member Gary Gage	Re-appoint for 2027
Member Jesse Welles	Re-appoint for 2027

3. Discussion and possible action to approve the Schedule of Meeting Dates for Calendar year 2027 as follows:
COMMUNITY CORRECTIONS PLANNING COUNCIL
NOTICE OF SCHEDULE OF REGULAR MEETINGS FOR 2027
As required by Title 25, §309 of the Oklahoma Statutes, Notice is hereby given that the Community Corrections Planning Council will hold its regularly scheduled meetings for the calendar year of 2027 at the Cleveland County Office Building, 201 South Jones, Suite 200, Norman, Oklahoma, 73069, at 8:30 a.m. on the following dates:
Tuesday January 12, 2027
Tuesday April 13, 2027
Tuesday July 13, 2027
Tuesday October 12, 2027
4. Discussion and possible action regarding the Review of Bills for the months of April, May, and June 2026.
5. Discussion and possible action regarding a Presentation by Assistant District Attorney on the months of April, May, and June 2026, activity of Community Sentencing in the District Attorney's Office.
6. Discussion and possible action regarding the Supervision overview and absconder status report by Department of Corrections Probation, Officer Michael Ramsbacher.

New Business

Board Member Statements and Announcements

Adjourn

Cleveland County, OK

Cleveland County Office Building

*201 South Jones
Norman, OK 73069
Suite 200*



Community Sentencing Planning Council

Meeting Minutes

Tuesday, April 14, 2026
8:30 AM

*Joshua Hinkle - Chairman
Jacob McHughes - Vice-Chairman
Pam Howlett - Member
Judge Jeff Virgin - Member
Jennifer Austin - Member
Chris Amason - Member
Jesse Wells - Member
Woody Glass - Member
Gary Gage - Member*

<https://www.clevelandcountyyok.com/>

Meeting Called to Order

Roll Call

Josh Hinkle, Jacob McHughes, Lisa Ward, Judge Jeff Virgin, Darlene Carbitcher, Chris Amason, Gary Gage. Absent were: Jesse Welles and Woody Glass.

Notice of the meeting was properly posted on April 10, 2026.

Approval of Minutes

1. Discussion and possible action to approve the Minutes of the Regular Meeting of January 13, 2026.

[2026-01-13 Minutes](#)

A motion was made by Commissioner McHughes, seconded by County Sheriff Amason, that the minutes of the regular meeting of January 13, 2026, be approved. The motion carried by the following vote:
The ayes have it and the motion is carried.

Public Comment: No comments from the public were made during this meeting.

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Items of Business

2. Discussion and possible action on the approval of the FY2027 Plan and Budget Request.

A motion was made by Commissioner McHughes, seconded by County Sheriff Amason, that this item be approved. The motion carried by the following vote:
The ayes have it and the motion is carried.

3. Approval to pay for services in FY2027 with 210 administrative fees for the following:
- a) Heritage therapeutic services for domestic abuse assessments;
 - b) Innovative Court Solutions for drug testing;
 - c) Team for hair follicle testing;
 - d) CARTA for transportation;
 - e) Attenti for remote alcohol monitors; and
 - f) South Central Industries for drug testing supplies.

A motion was made by Commissioner McHughes, seconded by County Sheriff Amason, that this item be approved. The motion passed by the following vote:
The ayes have it and the motion is carried.

4. Discussion and possible action regarding Review of bills for the months of January, February, and March 2026.

Jacob McHughes moved, seconded by Chris Amason, to approve the Review of bills for the months of January, February, and March 2026.

The motion carried by the following votes:

The ayes have it and the motion is carried.

5. Discussion and possible action regarding a report on current fiscal year budget, expenditures, sentencing and any other program information updates.

Jacob McHughes moved, seconded by Chris Amason, to approve the report on current fiscal year budget, expenditures, sentencing and any other program information updates.

The motion passed by the following vote:

The ayes have it and the motion is carried.

6. Discussion and possible action regarding a Presentation by Assistant District Attorney on the months of January, February, and March 2026, activity of Community Sentencing in the District Attorney's Office.
The assistant district attorney presented an update on community sentencing program activity for January through March.
The program currently has 52 participants.
22 LSI (risk assessments) were ordered during this period.
8 new participants were admitted overall, with 2 entering in March.
There were 3 graduations in March.
In March, there were 17 sanctions involving 13 participants.
There were also 8 incentives issued (noted across April).
Operational updates:
Efforts are being made to improve collaboration with original ADA attorneys to increase LSI usage.
The team is working to ensure LSI orders are consistently available in courtrooms.
They are streamlining the process so LSI orders are routed through a single coordinator instead of multiple sources.
7. Discussion and possible action regarding a supervision overview and absconder status report by DOC Probation Officer Michael Ramsbacher.
Officer Ramsbacher said that he is here to provide an update on the community sentencing program. So far, one case has been completed, and they are still working through others. Some individuals take more time to adjust, depending on their learning curve, and they are evaluating how many sanctions are appropriate before referring someone.
Overall, they are seeing some success. Recently, they had program graduates, including one individual who initially struggled but improved after they were able to secure a VA rating and connect him with veteran resources. This support made a significant difference in his progress. Many of the challenges they see appear to be trauma-related.

No new business was presented for discussion or possible action during this meeting.

Board Member Statements and Announcements

One topic raised by Sheriff Chris Amason was whether this program could be expanded to help the homeless population by offering guidance, mental health treatment, substance abuse support, and housing options. However, the program currently focuses on felony-level offenses, while most issues involving homeless individuals—such as trespassing—are typically misdemeanors and do not qualify.

There was discussion about whether this limitation is statutory and how referrals into the program occur. It was clarified that eligibility is tied to the severity of the offense, not jurisdictional limitations. Vice Chairman Jacob McHughes said that the county has invested in a separate initiative using ARPA funds, including a facility operated by Hope Ministries in Norman. This program focuses on addiction recovery, employment, and rehabilitation, and partners with local organizations, which has shown strong success rates.

Some participants have benefited from structured living environments and job placement through these partnerships. When individuals are successfully placed into supportive housing and treatment programs, their chances of completing rehabilitation improve significantly.

There was also a suggestion to invite the City of Norman's outreach team to present at a future meeting. This would help the committee better understand their work with the homeless population and identify potential areas of collaboration.

The group agreed to explore adding this to a future agenda and coordinating with local leadership to make it happen.

Adjourn

A motion was made by Commissioner McHughes, seconded by County Sheriff Amason, to adjourn the meeting. The motion carried by the following vote:

The ayes have it and the motion is carried.

Community Sentencing Planning Council
CLEVELAND COUNTY, OKLAHOMA

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk