

Success Inside & Out Conference: Planning & Implementation Guide



L to R: Judge Sharon Gleason, Chief Justice Dana Fabe, Assistant Superintendent Amy Rabeau, Superintendent Dean Marshall, Judge Patricia Collins, Judge Nancy Nolan on conference day



Chief Justice Dana Fabe & Judge Patricia Collins distribute conference materials to participants



Conference participants study session materials



Judge Elaine Andrews and participant take a break



SUCCESS INSIDE & OUT CONFERENCE: **Planning & Implementation Guide**

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Success Inside & Out Conference Planning Guide

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CONFERENCE SPONSORS

National Association of Women Judges
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Chief Justice Fabe with quilt makers

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Chief Justice Dana Fabe on conference day

March 2007

National Association of Women Judges:

This first *Success Inside and Out* Conference, presented at Hiland Mountain Correctional Center on November, 4, 2006, was designed to serve as a pilot for a program that can be implemented by women judges around the country. The National Association of Women Judges has served in a leadership role for many years to ensure that women prisoners receive equal treatment. Because of the smaller numbers of women in prison populations, the economies of scale can work against them, and they may not receive the same re-entry support services as men when they prepare to leave the institutions and return to their communities. As judges, we see first hand the need to stop the revolving door into our courtrooms, and we recognize that a woman prisoner's simple desire to succeed upon release may not be enough.

Therapeutic court programs have prompted many judges to step outside the comfort of a passive adjudicative model and to reach out to help those offenders who recycle through the justice system. We designed this conference as the next step, so that women judges, in partnership with other women professionals in their communities, can provide mentorship and support to women prisoners in anticipation of their release.

Working on this project has been a privilege and one of the most rewarding experiences in my nineteen-year judicial career. The women prisoners' response to the program, and the hope that it inspired, was enthusiastic and grateful. I hope that you will find this manual helpful as you consider planning a similar conference in your own community.

A handwritten signature in cursive script that reads "Dana Fabe".

Chief Justice Dana Fabe
Alaska Court System

Conference Goals

- To provide mentorship and support for women in prison who are within one year of release by women judges and women professionals.
- To provide women prisoners with information about resources available to them upon re-entry.
- To allow women judges and other women professionals the opportunity to participate in a program within the prison, observe the prison environment, and become acquainted with correction officials.



Ellen Arvold (center) with inmate models in "Dressed for Success (for Less)"

"I learned about the help outside and that people do care about us." - Participant

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Introduction

The Alaska Court System, with the support of the National Association of Women Judges, developed *Success Inside & Out*. This conference was designed for women prisoners within one year of release, with a goal of providing support and inspiration for their transition back into the community (NAWJ Concept Paper, Appendix A).

The *Success Inside & Out Conference*, held November 4, 2006, at Hiland Mountain Correctional Center, included plenary and concurrent sessions that addressed such topics as housing, transportation, education, substance abuse counseling, parenting training, exercise and nutrition, stress management, self-esteem, job search and interview skills, communication skills, budgeting, and dressing for success on a limited budget. Women judges and women professionals served as panelists and facilitators in breakout sessions during the conference.



Participants and presenters begin the day

Success Inside & Out is a wonderful opportunity for women judges, along with women professionals in the community, to participate in an educational conference for women prisoners in a manner that does not present ethical or conflict of interest concerns and that allows women judges to interface with prison officials and women prisoners. This guide will assist with planning a *Success Inside & Out Conference*.

This section is offered as a guide for those who wish to replicate this event.

Key Players & Responsibilities

The Conference Steering Committee

Invite women to serve on the committee who:

- Are qualified to serve due to their experience on substantive issues, respect given to them by professionals in the field, or their organizational, negotiation, or communication skills.
- Are dependable
- Can make decisions
- Are committed to assisting women in the re-entry process
- Have experience in corrections and pre-release programs

The Conference Chair

The woman judge who serves as the conference chair:

- Develops the agenda for steering committee meetings
- Facilitates the work of the steering committee and chairs steering committee meetings
- Appoints the steering committee
- Meets with correctional center administration to develop conference goals, topic areas, and conference date
- Does media interviews about the program
- Works closely with the conference coordinator
- Facilitates the agenda on the day of the conference

The Conference Coordinator

Having a competent person serve as coordinator is vital to the success of the conference because the coordinator is involved in every aspect of conference planning. Select a coordinator who:

- Possesses good organizational skills
- Is a good communicator
- Has an eye for detail

Management Functions of the Coordinator

- Prepare and monitor conference budget
- Set the schedule for completing tasks leading to the conference
- Conduct several visits to the correctional facility
- Correspond with steering committee and presenters
- Prepare session descriptions
- Set the conference flow and plan the program

"I learned not to be afraid. I can stand on my own two feet." - Participant

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- Coordinate conference assistants
- Manage conference crises
- Develop conference evaluations
- Ensure bills are paid

Administrative Functions of Coordinator

- Organize, schedule, and staff conference steering committee meetings
- Develop conference notices, brochures, and registration forms
- Communicate with correctional facility education coordinator and administration
- Order conference supplies, materials, and equipment; work with suppliers
- Prepare name badges, signs, banners, and program book
- Order room setup for conference presenters
- Handle logistics
- Manage conference day issues

Correctional Center Staff

- Superintendent (or Warden)/Assistant Superintendent
- Education Program Coordinator
- Security Representative

Conference Planning Timeline...at a glance

Success Inside & Out

March 2006-November 2006

When?	What Did We Do?	Who Did It?
<i>March</i>	<p><i>Defined general conference goals, set timeline for implementation, and prepared for meeting with correctional center superintendent</i></p> <p><i>Met with correctional center superintendent to discuss conference possibility</i></p>	<p><i>Chief Justice (chair)</i> <i>Conference Coordinator</i></p> <p><i>Re-entry Project Coordinator</i></p>
<i>March/April</i>	<p><i>Appointed steering committee members</i></p> <p><i>Outlined general conference topics (housing, addiction treatment, parenting, etc.) for steering committee and correctional center review</i></p>	<p><i>Chief Justice</i></p> <p><i>Chief Justice</i> <i>Conference Coordinator</i> <i>Re-entry Project Coordinator</i></p>
<i>May</i>	<p><i>Determined conference date, reviewed and modified conference topics, defined participant criteria, and determined correctional center liaison</i></p> <p><i>Prepared general profile of women participants (i.e. age, crime types, ethnicity, etc) for steering committee</i></p>	<p><i>Chief Justice</i> <i>Conference Coordinator</i> <i>Correctional Center Administration</i> <i>Re-entry Project Coordinator</i></p>
<i>July</i>	<p><i>Developed and emailed steering committee meeting agenda</i></p> <p><i>Conducted first steering committee meeting</i></p> <p><i>Contacted potential presenters and plenary speakers</i></p> <p><i>Established steering committee budget subcommittee to identify conference donors and supporters</i></p>	<p><i>Conference Coordinator</i> <i>Chief Justice</i></p> <p><i>Steering Committee Members</i></p> <p><i>Non-judicial Steering Committee Members</i></p>
<i>August</i>	<p><i>Created conference account with NAWJ</i></p> <p><i>Finalized conference time schedule, confirmed conference presenters, and conference space</i></p> <p><i>Conducted first pre-conference informational session with potential participants, at correctional center</i></p> <p><i>Organized and implemented conference logo contest</i></p>	<p><i>Conference Coordinator</i></p> <p><i>Chief Justice</i> <i>Conference Coordinator</i> <i>Steering Committee</i> <i>Re-entry Project Coordinator</i></p> <p><i>Conference Coordinator</i> <i>Re-entry Project Coordinator</i></p> <p><i>Re-entry Project Coordinator</i> <i>Steering Committee Member</i> <i>Local Artist</i></p>

"I learned about building a healthy relationship with myself." - Participant

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<p style="text-align: center;">September</p>	<p><i>Developed agenda for and held second steering committee meeting</i></p> <p><i>Conducted participant conference sign-up at correctional center</i></p> <p><i>Scheduled and conducted informational and program planning luncheon for presenters</i></p>	<p><i>Chief Justice Conference Coordinator Re-entry Project Coordinator Conference Coordinator</i></p> <p><i>Conference Coordinator Re-entry Project Coordinator</i></p>
<p style="text-align: center;">October</p>	<p><i>Assigned participants to concurrent sessions</i></p> <p><i>Selected logo contest winner</i></p> <p><i>Ordered and printed (with logo) conference bags</i></p> <p><i>Collected presenter and steering committee bios for program</i></p> <p><i>Designed conference program and sent to printers</i></p> <p><i>Reserved conference tables, chairs, stage, equipment, and audio-visual equipment</i></p> <p><i>Confirmed photographer</i></p> <p><i>Conducted final pre-conference session with participants at correctional center and obtained media release permission</i></p> <p><i>Collected license numbers of presenters and steering committee members for correctional center</i></p> <p><i>Conducted "Dress for Success" fashion show practice session</i></p> <p><i>Sent out press release to media and contacted specific media personalities</i></p>	<p><i>Re-entry Project Coordinator Conference Coordinator Inmates Local Artist Steering Committee Member Re-entry Project Coordinator</i></p> <p><i>Conference Coordinator Administrative Support</i></p> <p><i>Conference Coordinator</i></p> <p><i>Conference Coordinator Administrative Support</i></p> <p><i>Conference Coordinator Administrative Support</i></p> <p><i>Conference Coordinator</i></p> <p><i>Conference Coordinator Re-entry Project Coordinator</i></p> <p><i>Conference Coordinator</i></p> <p><i>Re-entry Project Coordinator Steering Committee Member Fashion Show Facilitator</i></p> <p><i>Conference Coordinator Steering Committee Members Correctional Center Administration</i></p>

"I learned that even though I am a felon, I can still change my life & it is not too late to accomplish my goals." - Participant

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<p style="text-align: center;">2 weeks before</p>	<p>Confirmed media</p> <p>Submitted participants' schedules for correctional center review and approval</p> <p>Developed final list of participants and printed approved participant agendas</p> <p>Met with participants to distribute individual schedules and reviewed conference goals and objectives</p> <p>Received final approval from correctional center administration for "goodie bag" and conference bag contents</p> <p>Finalized correctional center approval of non-participant inmates who assisted with conference day work</p>	<p>Correctional Center Administrator Conference Coordinator</p> <p>Conference Coordinator Correctional Center Security</p> <p>Administrative Support</p> <p>Conference Coordinator Re-entry Project Coordinator Correctional Center Security</p> <p>Conference Coordinator Correctional Center Administration</p> <p>Correctional Center Security Re-entry Project Coordinator Conference Coordinator</p>
<p style="text-align: center;">1 week before</p>	<p>Teleconferenced with correctional center administration to review day of conference security</p> <p>Conducted final lunch count for lunch donor</p>	<p>Conference Coordinator Correctional Center Administration</p> <p>Conference Coordinator Re-entry Project Coordinator</p>
<p style="text-align: center;">Week of Conference</p>	<p>Assembled conference packets and completed name tags</p> <p>Confirmed with rental company</p> <p>Emailed list of conference participants and their schedules to the women judges participating in the conference</p> <p>Emailed final conference instructions to presenters, judge participants, and steering committee</p>	<p>Conference Coordinator Administrative Support Administrative Support</p> <p>Conference Coordinator</p> <p>Conference Coordinator</p>
<p style="text-align: center;">Day before Conference</p>	<p>Set up conference at correctional center, delivered conference materials, set up conference registration table, and finalized security issues</p>	<p>Conference Coordinator Correctional Center Education Coordinator Re-entry Project Coordinator Steering Committee Volunteers</p>

"I learned to have a positive attitude. I can make my own choices." - Participant

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Day of Conference</p>	<p><i>Facilitated conference activities, introduced plenary session speakers, interviewed with press.</i></p> <p><i>Greeted presenters and steering committee at correctional center entrance</i></p> <p><i>Monitored registration table</i></p> <p><i>Greeted and directed media</i></p> <p><i>Collected evaluations</i></p> <p><i>Directed presenters to concurrent session rooms</i></p>	<p><i>Chief Justice</i></p> <p><i>Conference Coordinator</i> <i>Correctional Center Administration</i></p> <p><i>Administrative Support</i> <i>Steering Committee Members</i></p> <p><i>Correctional Center Administration</i> <i>AK Court System Outreach Coordinator</i></p> <p><i>Conference Coordinator</i> <i>Administrative Support</i></p> <p><i>Correctional Center Education Coordinator</i></p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Week after Conference</p>	<p><i>Sent thank you letters to conference presenters</i></p> <p><i>Sent thank you letters to conference sponsors</i></p> <p><i>Completed accounting procedures</i></p> <p><i>Summarized evaluations and distributed to steering committee, presenters, correctional center administration</i></p> <p><i>Conducted follow-up meeting with steering committee</i></p> <p><i>Tentatively scheduled 2007 conference</i></p>	<p><i>Chief Justice</i> <i>Conference Coordinator</i> <i>Conference Coordinator</i></p> <p><i>Conference Coordinator</i></p> <p><i>Conference Coordinator</i></p> <p><i>Chief Justice</i> <i>Conference Coordinator</i></p> <p><i>Chief Justice</i> <i>Conference Coordinator</i> <i>Correctional Center Administration</i></p>



Success Inside & Out Conference Checklist



Eight to Seven Months Out

- Define general conference goals, timeline for implementation, and prepare for meeting with correctional center administration
- Appoint steering committee members
- Meet with correctional center superintendent and discuss conference
- Identify general conference topic areas (housing, addiction treatment, parenting, etc)

Six Months Out

- Determine conference date
- Review & modify conference topic areas
- Tour correctional facility
- Define participant criteria
- Determine correctional center liaison
- Prepare description of women participants for steering committee
- Continue to add steering committee members as needed

Four Months

- Develop steering committee agenda and establish first meeting date
- Conduct first steering committee
- Contact potential presenters and plenary speakers
- Establish conference budget
- Establish subcommittee to identify conference sponsors

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Three Months Out

- Create conference donation account
- Finalize conference schedule
- Confirm conference presenters and speakers
- Contact institution to determine conference space
- Conduct first pre-conference informational sessions with inmates
- Organize and implement conference logo contest

Two Months Out

- Develop agenda for second steering committee meeting
- Schedule steering committee meeting
- Conduct participant sign-up session

One Month Out

- Schedule and conduct informational session for presenters
- Assign participants to concurrent sessions
- Select logo contest winner
- Order conference bags with winning logo
- Collect presenter and steering committee bios
- Send conference program to printers for mock up
- Reserve conference equipment, chairs, tables, and other needs
- Confirm photographer
- Conduct final pre-conference session with participants
- Conduct “Dress for Success (for Less)” practice

- Collect license numbers of steering committee, presenters, and other outside participants and send to institution

Two weeks before

- Have program printed
- Send out press release and confirm media
- Place participants in sessions & print individualized participant conference agendas
- Reconfirm conference roster with institution

One week before

- Finalize correctional center approval of non-participant inmates assisting with the conference day
- Prepare participant, presenter, and steering committee nametags
- Gather all conference materials for tote bags, goodie bags, etc

Week of Conference

- Review event activities with correctional center administration and security
- Conduct final lunch count for lunch provider
- Assemble conference packets
- Confirm set up time with rental company
- Email list of conference participants to participating judges
- Send final email to presenters, judge participants, and steering committee with directions and other information

Day before Conference

- Deliver all materials to facility
- Set up conference table

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- Finalize security issues
- Monitor conference set-up with security personnel
- Set up concurrent session rooms with chairs and AV equipment

Day of Conference

- Greet presenters and steering committee at entry to facility
- Monitor registration table
- Monitor conference schedule
- Greet and direct media
- Collect evaluations
- Direct presenters to concurrent session rooms
- Be alert and enjoy

Week after Conference

- Draft and send thank you letters to presenters and donors
- Complete accounting procedures
- Summarize evaluations and distribute to steering committee, presenters, correctional center administration
- Gather news reports and media interviews for archives
- Make a CD of conference pictures and distribute to steering committee, presenters, & correctional center
- Schedule a steering committee meeting to discuss follow-up items and critique conference
- Tentatively schedule next year's conference with institution

Lessons Learned *The Making of a Success Inside and Out Conference*

PRE-CONFERENCE

Initial Planning

What we did

Six months prior to the November 4 conference date, Alaska Supreme Court Chief Justice Dana Fabe (chair), the Hiland Mountain Education Coordinator (1995 - 2006) and current Re-entry Project Coordinator, and the Alaska Court System Conference Coordinator, met to (1) identify potential steering committee members; (2) develop conference goals; and (3) plan for an initial meeting with the correctional center administration.

Why we did it

In order for the conference to be successful, careful consideration had to be given to the participants, the concerns of the correctional facility, the content of the sessions, and the planning process. Getting everyone involved early in the process contributed to the success of the conference.

What we learned

Six months prior to the conference date allowed sufficient time to make curriculum and security decisions, contact key people necessary to move planning forward, arrange logistics, establish a budget, and develop appropriate conference sessions.

Steering Committee Selection

What we did

Steering committee members included four women judges and 15 women from the community recognized as leaders in business, finance, education, professional development, the legal field, women's organizations, mental health, and corrections. The previous educational coordinator of the correctional center worked closely with the steering committee chair (Chief Justice Dana Fabe) and the court system's conference coordinator.

Why we did it

The steering committee members were a valuable asset to the planning process and key to the conference's success.

The steering committee provided initial input for the conference. At the first steering committee meeting, members discussed conference goals and identified concurrent and plenary sessions to address the needs of the prison population. They also discussed the preliminary budget and established a subcommittee to identify funding sources.

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The steering committee provided networking. Once committee members came together, their connections in the community became immediately apparent. The committee collectively identified presenters for the concurrent and plenary sessions and other community resources critical to this initiative.

What we learned

The selection of steering committee members was critical to the conference's success. Each committee member had access to valuable resources and gave credibility to the importance of the conference. Committee members applied their experiences and expertise in the development of the conference agenda and post-conference initiatives.

The steering committee also included several individuals familiar with the inmate population. We were fortunate to have on the committee a mental health counselor, the present correctional center education coordinator, and the past correctional center education coordinator.

An assigned conference coordinator from the court system, who served as the primary contact for the committee and correctional center; developed timelines for task completion; and ensured everyone's involvement in the planning stages, was key to successful conference outcomes. The conference coordinator should possess good communication skills and be involved in every aspect of conference planning.

The success of this one day conference and the pre-conference planning created a positive environment for post-conference re-entry initiatives. As a result of *Success Inside and Out*, a resource center and mentoring program has been established by a non-profit entity to assist women re-entering the community.

Steering Committee Meetings

What we did

Steering committee meetings were kept at a minimum. Agendas were provided prior to each meeting and meetings were kept on schedule by the committee chair. After each meeting, the conference coordinator electronically distributed the minutes and a summary of task assignments. Committee members were also kept updated through weekly emails sent by the conference coordinator.

Why we did it

The steering committee was comprised of women professionals with very busy schedules and a strong desire to be involved with this project. Short and organized meetings respected the professional workload of those involved and resulted in consistent attendance at planning sessions.

What we learned

Focused meetings and weekly updates resulted in long-term involvement of committee members. Chief Justice Fabe expertly used committee meeting time to accomplish the goals of the conference. The conference coordinator served as the central contact for all steering committee communications, which provided consistent, updated, and accurate information to all involved in the conference.

Budget Subcommittee

What we did

A subcommittee was established to obtain financial and in-kind donations (Appendix B). The National Association of Women Judges agreed to receive donor contributions and generate donor letters, pay conference bills, and provide a summary of revenue and expenses upon request.

Why we did it

The subcommittee was able to identify and personally contact individuals and organizations interested in contributing to the success of this project. Committee members wanted to raise awareness of this conference and build community support.

What we learned

The professional connections of the subcommittee secured financial support and in-kind donations enabling the conference to be self-supporting. With the contributions, we purchased participant bags, professionally prepared and printed the conference program, rented staging and equipment, and published this conference planning guide. The NAWJ's willingness to receive and acknowledge donor contributions was invaluable to the process.

Correctional Center Participant Sessions

What we did

Three, two-hour pre-conference sessions were held at the correctional facility to prepare the inmates for the conference.

Session 1 (August): All inmates who were within one year of release date were invited to attend an informational meeting conducted by the Re-entry Project Coordinator and the conference coordinator. The conference goals were described, descriptions of each concurrent session were distributed, and inmate questions about the conference were answered. Charts with the name of each concurrent session were provided so that inmates could record the concerns they had regarding each topic (Appendix C). This information was given to the presenters to assist in the development of their presentation.

Session 2 (September): The inmates (approved by the correctional facility to attend the conference) met to register for conference sessions. We requested that each person sign up for one session on a health and wellness topic and two other sessions of their choice. They also signed a commitment statement agreeing to participate in the entire conference day (Appendix C).

Session 3 (October): Individual conference schedules were distributed to each participant. (Appendix D). A handout entitled *Tips for Participating in a Conference* was distributed and discussed (Appendix E). Each participant was required to sign a media release form for the day of the conference. Lastly, the fashion show director practiced with the inmate models.

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Why we did it

The pre-conference sessions raised inmate interest in the conference, identified areas of concern for inmates nearing release; and ensured that the sessions would address those re-entry needs. At each session, we were able to introduce participants to the quality and credentials of the presenters and emphasize the long-range benefits of participation. By raising awareness and commitment to this conference prior to the event, we had a high number of dedicated participants and a low drop-out rate. The input the inmates gave was important to the presenters' preparation.

What we learned

Even though inmates registered prior to the conference, the final participant roster changed substantially as we approached the conference day. The correctional institution provided us with weekly inmate rosters so that we could keep a current list of participants. Two days prior to the conference we created a final participant list. We worked closely with the institutional staff to identify criteria for inmate participation that included standards of behavior before and during the conference, projected release dates, and guidelines for selecting inmate 'helpers' who were not conference attendees.

The individualized conference agendas were helpful to the institutional security staff and assisted in monitoring inmate location throughout the day. The individual conference schedules were distributed to the participating judges to assist them in selecting concurrent sessions to attend.

Conference participants were very concerned about how this one-day conference would provide ongoing assistance to them once they were released. We were able to hear their re-entry concerns and relay those concerns to presenters and steering committee members. Many of the conference presenters are now a part of the ongoing education program at the institution. In addition, a re-entry resource center and mentoring program is being developed to assist conference participants upon release.

Logo Design Contest

What we did

A steering committee member and a local artist organized and implemented the logo design contest for the conference. Several meetings with the artist and contest participants were scheduled through the institution's education coordinator. The artist met with the inmates to introduce the *Success Inside and Out* conference theme. Participants were asked to reflect on its meaning and record their reflections (Appendix F). Inmates were given instructions in logo creation and the entry guidelines. Final designs were collected and the entire inmate population voted on the conference logo. The winning logo was used on the conference bags and all printed materials.

Why we did it

Allowing the inmates to design and select the logo generated more interest in the conference, increased conference participation, and gave a sense of ownership in the development of this event. The inmates also had a chance to meet a local artist and to learn the intricacies of logo design.

What we learned

The inmates took pride in having developed and selected the logo for the conference. The inmates who worked in Alaska Correctional Industries silk screened the logo design on the conference bags. This provided income to correctional industries and increased conference interest. This was a win-win situation for everyone.

Food and Refreshments

What we did

A local Native corporation contributed lunch boxes, drinks, and cookies for the conference participants, presenters, steering committee members, inmate helpers, and institutional on-duty staff. The donation was obtained by a steering committee member. Delivery time was selected by the institutional cafeteria manager and relayed to the donor by the conference coordinator. Two days prior to the conference the caterer received a final lunch count. Extra lunches were provided for any unexpected participants.

Why we did it

This was an opportunity for the inmates to enjoy food from an “outside” source. The individual lunch boxes were quickly distributed and allowed each participant to eat while enjoying the fashion show. It was a good way to continue with the conference and keep on schedule.

What we learned

Since the contents of the lunch boxes needed to be approved by the institution, it is recommended that lunches be delivered early in the morning to allow enough time for inspection. Individually boxed lunches consisting of sandwiches, cookies, chips, and fruit worked well for quick distribution and eliminated utensils. We highly recommend adding a few extra lunches to the final count.

Presenters

What we did

After concurrent and plenary sessions were approved by the correctional center, the steering committee recommended presenters with expertise in each subject area. Presenters were contacted and confirmed two months prior to the conference. Each presenter provided a short bio and description of the session for the program. Six weeks prior to the conference, all presenters were invited to an information session (lunch provided). Presenters were given an overview of the conference agenda by Chief Justice Fabe, a roster of their session participants, and a security briefing by the institution’s security sergeant and assistant superintendent (Appendix G).

Why we did it

By having one meeting of all presenters, we were able to provide them with conference information and a profile of the inmate population, respond to questions, build a sense of interest and community, and address security concerns. Presenters supplied the security sergeant with

Success Inside & Out Conference Planning Guide

information needed for background check and clearance. Requests for any audio-visual or other equipment were noted.

What we learned

If well organized, one presenters meeting is sufficient. It is important to include the institutional security staff in this meeting because of the importance of security and safety. The security staff discussed the boundaries that must be maintained between the presenters and the inmates.

Presenter bios should contain only professional information and all personal information (i.e., names of children, spouse, pets, etc) should be deleted.

The conference coordinator is the main contact for presenters. One week prior to the conference, the conference coordinator should email presenters with final instructions for entrance into the institution and a contact number for conference day. While all of our presenters were present and on time, a back-up plan should be developed in case a presenter is unable to attend.

Conference Schedule

What we did

In agreement with the institution, the conference was scheduled from 10:30 a.m. to 3:30 p.m. on Saturday, November 4. Three plenary sessions and three concurrent session time slots were planned for 35 minutes each. The fashion show was scheduled to coincide with lunch.

Why we did it

November 4 was selected because it is typically a dark and dreary Alaska month and the conference would give the women something to look forward to. A statewide judicial conference held in Anchorage coincided with the conference date allowing women judges outside of Anchorage to participate.

We began the conference at 10:30 since the institution conducted morning count at 10:00. The conference concluded promptly at 3:30 to accommodate non-participants who were confined to their houses during conference hours and to allow the institution to resume its normal schedule prior to the dinner hour.

What we learned

Given the amount of time for this conference, concurrent session times were too short to cover all areas of concern. More time was needed between sessions for bathroom breaks and to move to the next session.

The institution's periodic "count" of inmates may reduce session time and may prevent movement delaying the start of sessions. To avoid this, the security staff conducted "count" while sessions continued. The prepared roster of participants for each session helped this process.

It is also possible that due to circumstances beyond the institution's control, the entire conference could be cancelled or postponed.

Media Participation

What we did

Contacts with the media were made two weeks prior to the conference through email and a general press release (Appendix H). Steering committee members who had specific media contacts did follow-up calls. The Supreme Court's Initiative Attorney was the main media contact for the Alaska Court System and the Superintendent of Hilland Mountain Correctional Center was the main contact for the institution.

Chief Justice Dana Fabe, committee members, Superintendent Dean Marshall, and presenters were available for interviews prior to and during the conference.

Why we did it

We wanted to get local and statewide attention for this pilot program. We also wanted to raise the awareness of re-entry needs in the Anchorage community.

What we learned

Alaska is a small state and once word of the program reached the media, there was great statewide interest in the conference. As a result, an article appeared in the *Anchorage Daily News* (which has statewide circulation) (Appendix I) and two news stations highlighted the conference on their statewide evening news programs.

Day Before Conference

What we did

The day before the conference, we delivered all conference materials, conference staging, and equipment. The conference coordinator, a steering committee member, the institution's education coordinator, and security staff were on site for delivery and set up.

Why we did it

All conference materials, staging, and equipment were inspected and secured prior to the conference saving a lot of time on conference day.

What we learned

We elected to pay for conference equipment, delivery, and assembly so that the participants would not have to set-up for their conference. However, this actually caused more work for security since all incoming items had to be checked and secured and the "outside" set up crew had to be monitored. Security has requested that next year the staging be delivered and secured and set up by inmates not participating in the conference. We highly recommend this approach since not only does it help the institutional staff but it also gets more non-participants involved in the conference.

CONFERENCE DAY

Presenters/Steering Committee Arrival

What we did

Presenters and steering committee members arrived at the correctional center at 9:30 to complete security clearance. Prior to the conference, the presenters and steering committee were asked to provide their driver's license number to correctional center administration. Security recommended not bringing any personal items (purses, jewelry, etc) into the facility.

Why we did it

The security clearance process went quickly since correctional officials completed the background checks prior to conference day. Once security was complete, presenters had plenty of time to set up for their concurrent session while steering committee members prepared the conference registration table.

What we learned

Providing the necessary information to the correctional center prior to conference day facilitated a smooth access into the facility. This is particularly important for those presenters and steering committee members who have never been inside a correctional institution.

Conference Schedule Facilitation

What we did

Chief Justice Fabe monitored the conference schedule and kept all conference sessions on time. Security personnel were stationed at each concurrent session room to ensure a smooth transition from one session to another.

Why we did it

Inmates not participating in the conference were "locked down" during conference hours so it was critical to begin and end on time in order for them to resume a normal schedule as quickly as possible.

What we learned

Keeping to the schedule was appreciated by correctional center staff, the other inmates, and all others involved in the conference. Next year concurrent sessions will be given more time and only two plenary sessions will be planned.

Media Involvement

What we did

The Alaska Supreme Court Initiatives Attorney was present to meet the media and take pictures of the conference. Chief Justice Fabe and Superintendent Dean Marshall were available throughout the day for interviews. In addition, correctional center staff selected inmate participants to be interviewed. All participants signed media release forms prior to the conference.

Why we did it

We felt that it was important for the media to have as much access as possible to the participants and conference organizers so that their direct experiences could be recorded.

What we learned

We were amazed at how long the media stayed at this conference. Many of the reporters participated in the concurrent and plenary sessions. One reporter spent the entire day watching the events and interviewing participants.

Goodie Bags

What we did

"Goodie" bags" containing samples of make-up, shampoo, and perfume were donated by Zonta of Anchorage. The participants received their bags after completing the evaluation form.

Why we did it

We wanted each participant to receive something special for participating in the conference and it was a great way to get an evaluation from everyone.

What we learned

Eighty women participated in the conference and 78 evaluations were completed and returned. The "goodie bags" were well received.

Door Prizes

What we did

Door prizes were donated by a local health club, a consignment store, and several hair salons. As participants picked up their conference packets, their names were put in the box for the door prize drawing. The drawing took place at the end of the day before the final remarks. Door prize certificates were kept on file at the institution until the winner's release. Donors were notified of the winner by the conference coordinator. Winners must show the gift certificate along with their ID to redeem the door prize. The prizes cannot be redeemed for cash or other favors.

Success Inside & Out Conference Planning Guide

Why we did it

The door prizes provided clothing and other essential needs upon re-entry as well as encouraged a healthy lifestyle.

What we learned

It is hard to express how much these prizes were appreciated by the participants. They were overwhelmed that people in the community would outfit them with clothes, or do a complete make-over, or provide them with ways to exercise and stay healthy. If possible, we recommend this be a part of every conference.

Conference Evaluations

What we did

Each participant was asked to complete a conference evaluation form before leaving (Appendix I). Conference evaluation forms were provided in the conference bags.

Why we did it

Evaluations from participants provided feedback on how the conference was perceived as an event, both in terms of process and substantive presentations.

What we learned

The majority of participant evaluations reflected excitement, appreciation, and determination to be successful upon re-entry. Many commented on the value of being with professional women and hearing about opportunities and support systems available to them upon release (Appendix J).

POST-CONFERENCE

Dinner at Justice Fabe's

What we did

At the conclusion of the conference, the steering committee members, conference presenters, correctional center administrative staff, and sponsors were invited to a reception at Chief Justice Fabe's.

Why we did it

This dinner brought together all those involved to discuss their experiences and celebrate the conference's success.

What we learned

The conference was such a positive experience that everyone wanted to come together to talk about it. It was a great evening filled with energy and excitement. Many conversations focused on the next steps needed to continue the work of the conference.

Final Steering Committee Meeting

What we did

The steering committee met soon after the conference to evaluate the conference and to plan for next year.

Why we did it

Each member of the steering committee shared their personal experiences of the conference and provided important input for the 2008 *Success Inside and Out* Conference.

What we learned

(See Steering Committee Meeting, December 2, 2006, in Appendix M.)

Thank You Letters

What we did

Thank you letters, a conference program, and conference articles from the local newspaper were sent to conference presenters and donors.

Why we did it

The letters provided an opportunity to discuss the success of the conference and build on-going support (Appendix K).

What we learned

The community support for this project was amazing. Many supporters and presenters continue to be involved in post-conference activities.



Superintendent Dean Marshall welcomes Chief Justice Dana Fabe and participants

Success Inside & Out Conference Planning Guide



Superior Court Judge Patricia Collins greets participants

Success Inside & Out Conference Schedule

The purpose of the conference is to provide support and inspiration for women prisoners as they prepare to transition back into the community.

- 10:30 OPENING REMARKS
 Chief Justice Dana Fabe
 Alaska Supreme Court
- Superintendent Dean Marshall
 Hiland Mountain Correctional Center
- 10:45 - 11:20 Plenary Session:
 Keep Movin' Forward
 Inspirational Panel:
 Shirley Mae Springer-Staton
 Margie Mock
- 11:25 - 12:00 Concurrent Session #1
- 12:00 - 12:10 Lunch pick-up
- 12:10 - 12:45 Lunch

Fashion Show

Dress for Success (for Less!)
Fashion Show Director: Ellen Arvold
Fashion Show Participants:
The Women of Hiland Mountain
Correctional Center



Fashion Show



Concurrent Session: Continuing
Your Education

"I learned I am a valuable lady." - Participant



Plenary Session:
You're Not Stuck With That \$7.50/hr
Job

12:50 - 1:20	<u>Plenary Session:</u> Interactive Communication Workshop: You're Not Stuck With That \$7.50/hr Job Presenter: Eleanor Andrews
1:25 - 2:00	Concurrent Session #2
2:00 - 2:15	Count (Dept. of Corrections)
2:15 - 2:50	Concurrent Session #3
2:55 - 3:20	<u>Plenary Session:</u> Celebrating Your Strengths Presenter: Dr. Ellen Cole
3:20 - 3:30	CLOSING REMARKS Chief Justice Dana Fabe Superintendent Dean Marshall Written Evaluation Prize Drawings
3:30	Adjourn



Steering committee members Linda Good and Jana Hayenga take a break between sessions



Chief Justice Dana Fabe introduces Dr. Ellen Cole, presenter for "Celebrating Your Strengths"

"I learned that professional women do care about me & that probation is doable." – Participant

Success Inside & Out Conference Planning Guide



Presenters Margie Mock and Eleanor Andrews rest between sessions



Participants sing during break



Participants gather for first plenary session



Superintendent Dean Marshall presents Chief Justice Fabe with the conference quilt made by the women of Hiland Mountain Correctional Center

Pre-Conference Class Inmate Input for Concurrent Sessions

Surviving Probation: Ready or Not – Here Life Comes

Sessions: 1, 2, & 3

Location: Classroom 1

How can I make it and not come back?

How to work probation (i.e. 12-step program) and identify benefits available through them?

Why are we forced to do treatment and/or NA, AA meetings if we have to do so while incarcerated?

I did 28 weeks of Life Skills. Is that considered treatment for parole?

How can 2 felons (husband & wife) raise their children together while both on felony probation?

I am facing probation and don't even know the basic rules of life on probation.

Can you be released from probation early? How? How can you get an interstate transfer with restitution?

Can probation officers set unreal expectations with regards to restitution payments causing stress regarding financial situations?

Will my husband and I be able to be approved on probation together to be in the same household residence?

What is the situation on mandatory parole? I have no probation. Will it still be as strict as probation? Why do I have to do mandatory parole time if it is my good time?

I would like to know what, if any, rules are set for parole/probation officers.

Can you (Probation & Parole) treat me as a human being while I am reporting?

How does your organization work with people with mental issues?

What if I have completed program, do I still have to be on probation, and for how much longer?

How do I develop and/or expand on a clean and sober network while on felony probation?

I am currently in a relationship with a felon. What process is there for us to continue our relationship once I am released?



Presenters Judy Gette and Donna White listen to probation questions from participants

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Exploring Life's Necessities: Housing, Transportation, Food, & Jobs

Sessions: 1, 2, & 3

Location: Conference Room

Who do we talk to about getting more transitional housing for women coming out of jail?

What about mental health resources? - Recognition that PTSD/Depression is a major factor in female recidivism - & help!

How to go about setting up and purchasing a home for family – not having to rent?

Can we have a mentoring program?

Can we get a letter of reference?

Can women who have multiple misdemeanors not felonies get bonded?

Where can we look to get help?

I've burned all my bridges ...where do I go for help? Where can I go?

Transitional housing for women in the valley?

Transportation?

Where can I go that is safe and drug free when I leave jail?

How will I stay off the streets if I have only \$200.00 when I leave?

Can we get clothing vouchers?

How to access money for things (housing, transportation, clothing, etc.) before I get out and not have to go to the streets.

Money to pay for storage and bills while here?

Employment without prejudice against past?

Set-up "transitional release" (office, counselor(s), resources, possible jobs)

Can felons apply for housing also? While on probation too?

*Americorp is a resource

*State gate money needs to be re-established.



Stephanie Wheeler and Dawn Scott
discuss community resources

Getting Involved in the Arts: Discovering Your Creative Side

Sessions: 1 & 2

Location: Classroom 3

Art Therapy

Learn more about Alaska Art (basket weaving, furniture, carving, etc.)

What resources are available to help one start their own business in creative art fields (including business plans).

I would love to learn to make a head dress or create a novel or play guitar.

What about our dreams of being artists?

What is the age limit to start, can teens (girls) come?

Orchestra

Ballroom/Latin Dancing

Where can I go?

What are the available resources?

Is there a place where I can produce my music?

Learn how to make things most people buy from the store.

Are there grants available for poetry in prison?



Charlotte Fox, Pati Crofut, and participants work on discovering their creative side

Success Inside & Out Conference Planning Guide

Healthy Relationships: Get Happy; Get Healthy

Sessions: 2

Location: Cafeteria

I would like to learn how to notice red flags before it's too late.

Is the life skills international (28 week class) involved with this healthy relationship, and if not, why not?

I would like to receive family counseling sessions without a long wait list. Also with flexibility to support my family structure and bonding again to each other.

I would like to learn how to have a healthy relationship without drugs and fighting.

I want to be happy and healthy.

More information on classes and where we can go to look for advice, help, etc.

Getting assistance in locating – re-uniting with children and family.

Meeting healthy, non-judgmental people.

How to say I'm sorry to my children's faces after death of one brother and with the other in prison.
How do we bring the family together and not tear them apart even more?



Presenter Enzina Marrarri discusses keys to establishing healthy relationships

Continuing Your Education

Sessions: 1, 2, & 3

Location: Cafeteria

I need support for vocational training that I choose to be a success: transportation assistance, proper clothing, etc.

How to get a CDL?

Is there a Bible College in Anchorage? Are there any grants to go there?

Loans/grants for felons?

What types of training and grants are available to felons?

With all burned bridges financially and work related, how to find education and still support self without getting overwhelmed and stressed out.

If you default on a student loan and they take your federal income taxes, does it apply to the defaulted loan?

How can we obtain funding for higher education while on probation?

Where can felons go to school and what can we do? Are there things we cannot do? What are good jobs realistically for us? If any? Do we have chances for grants or state help? Are there things we cannot do?



Janice Weiss and Linda Good
"Continuing Your Education" presenters

Success Inside & Out Conference Planning Guide

Family Law Self-Help Center

Sessions: 1

Location: Classroom 4

Consider Life Skills (28-week) treatment.

Need help with divorce and child laws.

Help family member that was imprisoned and is innocent.

Child 16 years old convicted of a murder did not do 99 years.

How to get all court papers to help son while I'm here.

General knowledge on how to obtain packets we may need (when on the outs).

Is there survival after marriage?

Building self confidence to pass on to children.

How do I file for joint custody and/or visitation without an attorney?

Can I get a job in law being a felon? (Felon w/drug charges)

Before inter-state compacting is there a need to pay all restitution?



Stacey Marz, Co-Director of the Alaska Court System, Family Law Self-Help Center, before her presentation

Addiction Treatment: Recovery & More

Sessions: 2 & 3

Location: Library

I'd like to know where I can go to get support when I get released and am off probation and parole, Know and understand more about the recovery process.

Is there a way to help treatment or assessment centers to have open lines from correctional institutions (not blocked)?

I would like to know where women can go for treatment who do not have the money? There are several treatment centers for men in Alaska, but not women. Why?

How to achieve clean network while on probation/felony?

Why do courts make treatment mandatory if the person is not ready? How does it help?

Housing for people getting out of prison who want a clean and sober environment.

Why is AA, NA important? What can I do about every time I go to a meeting, afterwards I want to use?

How to break the addiction in my family (learned or born with addiction).

Life skills need to be required treatment.

Are there transition recovery centers for the homeless?



Alison King facilitates addiction and treatment discussion

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Family Care: Walk the CINA (Child in Need of Aid) Line

Sessions: 1

Location: Classroom 2

Would like to know the proper procedures for placing kids in relatives homes rather than foster homes. If your child is taken, are they supposed to be placed in the closest relatives home or not. How does it work when it comes to a home study from another state and the child is in a different state? The relative's home is approved and the state the child is in says no?

I gave guardianship years ago – getting to know myself and my children. Programs to help counseling.

My daughter is following my addictions. Mother of teenage daughter, hasn't lived with me for 11 years (yet never lost custody) even if I had is there a way to still provide for her through this program, to help out her father (even if he is married)?

Adoption support for children and mother.



CINA session presenters Alyson Bybee, Currey Cook ,
and Judge Elaine Andrews

Fitness & Strength Training: It's All About You!

Sessions: 1 & 2

Location: Gym

I need to know when I need help with stress.

Can exercise take my stress away and help me deal with everyday life?

Can felons join the National Guard?

How to have fun?

Eating healthy for people with illnesses, such as liver disease, heart condition, etc.

What's healthy and what's not.

Drawing & Beading Classes

Staying in tune with your body.

Questions to manage stress and breathing exercises.

I have skin that hangs off my tummy from baby birth, what can be done to help this exercise wise.



Session participants do stretch exercises with dynamabands

Success Inside & Out Conference Planning Guide

Yoga: A Way to Care for Self

Sessions: 1

Location: Library

What are all the benefits of doing this?

How can this help mentally and emotionally?

How can I relax when in public and stressed?

Know more overall.

I'm a big girl. How can this fit in for me? I have a hard time conforming to the positions.



Instructor Lisa Moorehead demonstrates a yoga position

Balancing Act: Personal Finances

Sessions: 2 & 3

Location: Classroom 2

How can I manage my money so I can pay all my bills, restitution, and rent.

How do I recover my credit card after being incarcerated for years and having a large judgment for restitution?

Who can file bankruptcy and Chapter 13 and need help doing so. Need fresh start.

Rent-to-own housings.

How to manage finances to encompass responsibilities – restitution, housing, etc.

What can I do to fix my credit from the past?

Is having bad credit going to stop me from ever owning a home?

Can my state fines make it impossible for me get a checking account?

Don't know how to discipline self with money (out of debts, student loans, wrongful evictions)

Child support, how to catch up?



Presenter Jan Jones shares information about personal finances to inmates. Steering committee member, Kathy Porterfield (background), participates in session.



Participants study finance handouts

Success Inside & Out Conference Planning Guide

Plenary Session - Interactive Workshop - You're Not Stuck With That \$7.50/hr Job

I am a felon. Where can I work? I have a G.E.D.

How to re-integrate into work force after decades/years of illicit activity?

What can and can't felons do in the workforce?

Can we work with other felons?

Can you bring how to work on the slope information?

Can you work on the slope being a felon on probation?

Can you work jobs being a felon with serious crime? How long?



Plenary session presenter Eleanor Andrews presents the “do’s” and “don’ts” of a job interview

Session Descriptions

SUCCESS INSIDE & OUT

A Professional Conference for Women at Hiland Mountain Correctional Center
Sponsored by the Alaska Court System & the National Association of Women Judges
in
Collaboration with Hiland Mountain Correctional Center

**Saturday, November 4, 2006
10:30-3:30**

**Plenary Sessions
(all participants)**

Keep Movin' Forward

Inspirational Panel

*Shirley Mae Springer Staten
Margie Mock*

This panel will share their experiences and struggles and the courageous ways they dealt with each one. This is sure to be inspiring!

Celebrating Your Strengths

Dr. Ellen Cole

Dr. Cole will focus on the strength of women, discuss the ways women can build on that strength, and encourage you to celebrate your potential.

Interactive Communication Workshop

Eleanor Andrews

You're Not Stuck With That \$7.50/hr Job

This is an interactive session sure to develop your interview communication skills.

Dress for Success (for Less!)

Ellen Arvold & Models

This fashion show will make New York stand up and take notice.

Concurrent Sessions

Family Care: Walk the CINA Line

Panel

*Judge Elaine Andrews
Currey Cook
Alyson Bybee*

The panel gives an overview of how a CINA (Children in Need of Aid) case begins and works its way through the system. Participants will have the opportunity to discuss with the panel key steps needed if they hope to gain full permanent reunification with their children.

Success Inside & Out Conference Planning Guide

Addiction Treatment: Recovery & More

Presenter: Alison King

This session focuses on ways of maintaining sobriety “outside” and the many resources available to stay on track.

Continuing Your Education

*Presenter(s): Janice Weiss
Linda Good*

Education should be a pathway to a career. But what career is right for you, and how do you start building that pathway? This session provides the information you need to get started. Also included is a short spot on the gas pipeline jobs and where to get training for them.

Surviving Probation: Ready or Not— Here Life Comes

*Presenter(s): Donna White
Judy Gette*

This session includes tips on communicating with your probation officer, conditions and expectations of probation/parole and levels and length of supervision.

Healthy Relationships: Get Happy; Get Healthy *Presenter: Enzina Marrarri*

Interactive and practical, this session is designed to support healthy decision-making about sexual relationships. Participants discuss issues that impact intimate relationships: power/control/legal issues, self-esteem, family planning and clinical services and community resources. This session enables participants to increase their knowledge about the impact of power and control in sexual health relationships and explore future goals that support their sexual health.

Exploring Life’s Necessities: Housing, Transportation, & Food

*Presenters: Dawn Scott
Stephanie Wheeler*

How will you obtain the basic necessities so you can concentrate on moving forward—housing, food, and transportation? Presenters Stephanie Wheeler, current director of the Alaska State Faith-Based and Community Initiatives, and Dawn Scott, former pre-release coordinator at Hiland Mountain and small business owner, have over 28 years of combined experience working to prevent homelessness and helping individuals leaving prison find these and other vital resources.

Fitness & Strength Training: It’s all About You! *Presenter: Angelique Garnand*

This session offers easy ways to engage in fitness and strength training. Participants do practical exercises and discuss personal attitudes that can lead to healthier lives.

Yoga: A Way to Care for Self

Presenter: Lisa Moorehead

Yoga is for every body! Practicing yoga can increase your strength, flexibility, and balance. It can also reduce stress and give us new tools for dealing with the ups and downs of life. Participants will try basic yoga moves and yoga breathing during this session and will talk about yoga philosophy and resources available inside and out.

Parenting Issues

Presenter: Michele Jaeger

Learn to improve the quality of your relationship with your children and discover the resources available in the community that can help you raise healthy children.

Family Law Self-Help Center

Presenter: Stacey Marz

This session gives an overview of the Alaska Court System's Family Law Self-Help Center's services. The presenter gives an overview of how to file for divorce, custody and paternity cases; how to modify custody and child support. Information is given on free legal classes; family law resources; optional classes and programs for parenting, batterer's intervention, drug and alcohol treatment, and computer training.

Getting Involved in the Arts: Discovering Your Creative Side

*Presenters: Pati Crofut
Indra Arriaga
Charlotte Fox*

Discover the creative power of the arts and how your creative side (yes, you do have one) can improve your mental and physical well being.

Balancing Act: Personal Finances

Presenter: Jan Jones

Learn the skills you need to handle your finances responsibly, make wise financial decisions, and receive tips on what to do should you experience financial distress. You will discuss keys to getting ahead financially, setting and reaching financial goals, & how to develop a budget that helps you achieve your goals.

Mental Health: Staying the Course

Presenter: Laura Brooks

Mental health is a key component to coping with daily stresses and challenges. The presenter will discuss mental health support systems and resources available to maintain a mental balance.

"I learned that life goes on after jail; that I will survive & be a stronger person." - Participant

Presenter Biographies

Success Inside & Out

A Professional Conference Sponsored by the
National Association of Women Judges and the Alaska Court System
in
Collaboration with Hiland Mountain Correctional Center

Plenary Sessions Presenters

Keep Movin' Forward

Margie Mock is a third generation Alaskan born and raised in Juneau. She attended Juneau High and was on probation during most of that time. As a single mom, Margie attended UAA and paid for her education by working as a secretary. Upon successful completion of her college degree, she attended law school at the University of California at Berkeley. Margie is now an attorney at the Public Defender Agency.

Shirley Mae Springer-Staton is a musician, actress, teacher, motivational speaker, and event coordinator. Through her singing, acting, storytelling, and dynamic personality, she is a catalyst in Anchorage for improving racial relations and celebrating diversity. Among her many accomplishments are initiating the Martin Luther King birthday celebration in Anchorage, producing and acting in *Having Our Say*, coordinating the Alaska Native Heritage Center youth program, and participating in the *Artists-in-the-School* program.

Celebrating Your Strengths

Dr. Ellen Cole received her B.A. from Boston University, M.Ed. from Harvard University, and Ph.D. from Union Institute. She is a Professor of Psychology at Alaska Pacific University in Anchorage and currently Alaska's only nationally certified sex therapist. Her most recent books are *Jewish Mothers Tell Their Stories: Acts of Love and Courage* and *Featuring Females: Feminist Analyses of Media*. She has received awards for writing and research, and received the YWCA Women of Achievement Award.

Interactive Communication Workshop

You're Not Stuck With That \$7.50/hour Job

Eleanor Andrews attended California State University and the University of Alaska. Ms. Andrews has received several awards for outstanding service including the 1998 Alaska Small Business Administration's Person of the Year; the 1995 ATHENA Award in recognition of her outstanding leadership, excellence, and promoting women-owned businesses; and the 1994 YWCA Women of Achievement Award. She is the President/CEO of The Andrews Group, a firm that has been engaged primarily in US government services contracting, for the past 19 years. Ms. Andrews is an active Rotarian and does community service projects in Anchorage. Currently she is working with a dedicated group to form the first ever *National Urban League* affiliate and is a member of a

newly formed initiative, *Urban Works*, dedicated to providing elegant affordable housing projects in Alaska.

Dress for Success (for Less!)

Ellen Arvold is a community leader and owner of *Out of the Closet*. Ellen came to Alaska in 1977 for a camping trip and stayed. She serves on the *Success Inside & Out* Steering Committee and has given numerous in-kind donations to this conference. Ellen is the director of the conference's luncheon fashion show.

Concurrent Session Presenters

Concurrent Session: Family Care: Walk the CINA Line

Judge Elaine Andrews graduated with honors from the University of California at Berkeley in 1973. She received her law degree from Golden Gate University School of Law in 1976. Judge Andrews was admitted to practice in California in 1976 and Alaska in 1977. She practiced law both in the public and private sectors on behalf of defendants and plaintiffs in criminal and civil litigation through 1981. In 1981, she was appointed to the District Court. In 1991, she was appointed to the Superior Court where she served in the Family Division, hearing cases involving disputed divorce, child custody, children in need of aid (CINA), and related juvenile and probate matters, and more recently, served in the Criminal Division where she heard felony matters. Judge Andrews is the past president of the Anchorage Association of Women Lawyers and is presently serving as a judge member of the Alaska Commission on Judicial Conduct.

Currey Cook is an Assistant Public Advocate Attorney with the Office of Public Advocacy (OPA) in Alaska. He received his law degree from Mercer University in 1994 and a B.A. in Journalism from the University of Georgia in 1990. He has worked as a juvenile defense attorney and guardian ad litem for twelve years and for the past four years has served as supervising attorney of the Child Advocacy Section at OPA. In addition to his work at OPA, he has provided pro bono immigration legal services for more than half of his career. Currey was instrumental in creating the *Special Immigrant Juvenile Project* devoted to providing pro bono representation to undocumented immigrant children who have been abused and neglected. Because of his services, Currey Cook was the recipient of the Alaska Bar Association *Pro Bono Service Award* for a Public Sector Attorney in 2006.

Alyson Bybee was sentenced to Hiland Mountain Correctional Center in 2002 as a result of a DUI "crash" in which her son was a passenger. Alyson entered the *Stepping Stone Program* and upon release from Hiland Mountain, and after a four-month job search, Alyson was employed in the office of an ex-state senator that gave her a chance. Today Alyson supports herself and her son, continues to stay in her recovery program, and tells her story to encourage others in their re-entry process.

Success Inside & Out Conference Planning Guide

Concurrent Session: Addiction Treatment: Recovery and More

Alison King has worked in health care since 1975 and in counseling since 1981. She received her B.S. in psychology from the University of Alaska Anchorage and an M.S. in Psychology from Alameda University. She is a certified Master Addictions Counselor through the National Board of Addiction Examiners, an Alaska State Certified Addictions Counselor II, and a Certified Criminal Justice Specialist through the National Association of Forensic Counselors. Alison has a private practice and facilitates groups at Providence Alaska Medical Center's *Breakthrough* program where she has worked since 1991. She teaches *Relapse Prevention at Breakthrough*.

Concurrent Session: Continuing Your Education

Janice Weiss holds a graduate degree and undergraduate degree in Creative Writing and English. With her twenty-five years of teaching experience, she has worked as a newspaper reporter and the Education Coordinator with the State of Alaska, Department of Corrections. Janice has done extensive training in cognitive self-change and victim impact programs. Currently, she is the Project Co-coordinator for the Bridge to Success Re-entry Program.

Linda Good has been involved in education for over 30 years. She has been a classroom teacher, served as a middle school and high school counselor, coordinated the high school *Mentorship Program* for the Anchorage School District, written for children's television, and developed curricula for high school and post-secondary education. For the past seven years, Linda has done contract work for BP Exploration on scholarship development, process technology internships, workforce development, regional government affairs, and external community affairs. She was instrumental in organizing the BP-sponsored speed skating venue for the World Special Olympics. Linda has a B.S. from the University of Houston and a MS in Counseling and Guidance from the University of Alaska Anchorage.

Donna White began working with the Department of Corrections in 1982 as a Correctional Officer at Palmer Correctional Center. She was promoted to a Probation Officer II in 1984 and transferred to the Kodiak field office in 1987. In 1993, she was promoted to Probation Officer IV and worked for the Alaska Parole Board until her retirement in 2004. She returned to work in January 2006 as a special assistant to the Director of Institutions. In April 2006, she was appointed the Director of the Division of Probation and Parole.

Judy Gette is currently the Program Manager for the Family Violence Intervention Program located in Wasilla, Alaska. She also teaches classes at Mat-Su College in justice and psychology. She is a retired Department of Corrections Probation Officer and has over 25 years experience working with offenders. She has a M.S. in Counseling Psychology.

Concurrent Session: Healthy Relationships: Get Happy; Get Healthy

Enzina Marrari is Education Director for Planned Parenthood of Alaska. In her position, Enzina provides education on a range of sexual health topics in a variety of educational and community settings. Planned Parenthood training programs seek to empower parents, teachers and other professionals to increase the conversation about sex and sexuality with youth.

Concurrent Session: Exploring Life's Necessities: Housing, Transportation, & Food

Dawn Scott is the former Pre-Release Coordinator at Hiland Mountain Correctional Center and a small business owner. Dawn works to prevent homelessness and continues to help individuals leaving prison find housing, transportation, and other basic needs. Currently she serves on the University of Alaska Technical College Advisory Committee.

Stephanie Wheeler is the Executive Director for the Alaska Office of Faith-Based and Community Initiatives. She has worked in the human services field for over 25 years. She has served as a director of homeless programs, supervised residential programs for troubled youth, and been a counselor for first time offenders. She is a member of the *Mayor's Oversight Board for Anchorage's 10-Year Plan to End Homelessness*, the *Prison Re-entry Planning Group*, the *Homeless Ends in Alaska* advisory team, and *Anchorage Caring Emergency Social Services*.

Concurrent Session: Fitness & Strength Training: It's all About You!

Angelique Garnand has been a personal trainer since 2003. Angelique customizes yoga, Pilates, and free weights programs. She is certified by the American Council of Exercise and is CPR/First Aid certified. Angelique's exercise philosophy is that "your experience should be enjoyable and challenging."

Concurrent Session: Parenting Issues

Michele Jaeger has been working on behalf of children and families in various capacities for over 20 years. She is currently the Director of Family Services at Child Care Connection where she offers services supporting adults in their roles as parents. Ms. Jaeger is completing a Masters Degree in Adult Education to enhance her ability to support adults who nurture children.

Concurrent Session: Family Law Self-Help Center

Stacey Marz is co-director of the Family Law Self-Help Center. The Center is a statewide public service provided by the Alaska Court System dedicated to helping self-represented people achieve a better understanding of family law procedures, increasing access to family law courts, and facilitating quicker resolution of family law matters. Stacey is an attorney with a background in poverty law, family law, and domestic violence victim representation. Stacey was a judicial law clerk to Justice Robert Eastaugh of the Alaska Supreme Court.

Concurrent Session: Getting Involved in the Arts: Discovering Your Creative Side

Pati Crofut is a self-employed accounting consultant/trainer. Since 1993, she has been setting up accounting systems for small businesses in Alaska and training their employees. She contracts with the State of Alaska providing *QuickBooks* accounting classes to rural Alaska communities and has traveled and stayed in 17 remote communities. Pati is also an accomplished author of

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a parenting book, short stories, and technical accounting guides. She is the Executive Director of Arts on the Edge - the supporting nonprofit for the Hiland Mountain Correctional Center Women's String Orchestra. She can be found most Saturdays in the Hiland education room playing cello with the advanced orchestra.

Indra Arriaga is an adjunct professor at the University of Alaska Anchorage, co-founder of the Spot Gallery, and an accomplished artist. Indra coordinated the Hiland Mountain conference logo contest.

Charlotte Fox is the Executive Director of the Alaska State Council on the Arts (ASCA), a state agency that provides grants and services to artists and arts organizations. Prior to this, Charlotte was Executive Director of Alaska Junior Theater and a nonprofit arts consultant. As a consultant, she worked in fund development for the Anchorage Opera, coordinated the 2000 Governor's Conference on the Arts and the Governor's Millennium Lecture Series. She holds a B.S. in Journalism from the University of Oregon, is president of the Board of Directors of the Anchorage YWCA, and is Trustee for the Western States' Arts Federation.

Concurrent Session: Balancing Act: Personal Finances

Jan Jones is a counselor with Consumer Credit Counseling of Alaska (CCCS), a local nonprofit organization affiliated with the National Foundation for Consumer Counseling. Through CCCS, Jan offers confidential personal debt management plans to help pay existing debt and avoid future problems. CCCS provides educational programs promoting consumer awareness of money management and the wise use of credit.

Concurrent Session: Yoga: A Way to Care for Self

Lisa Moorehead is co-owner of a guiding business specializing in birding and backcountry trips. She came to Alaska in 1978 and worked full-time for 13 years as a cultural anthropologist, traveling to over 35 rural Alaska and Canada communities on subsistence and related research projects. She has studied yoga for 25 years and has been teaching yoga in the Anchorage area for the past six years, including a weekly class at HMCC for the last 2.5 years.

Concurrent Session: Mental Health: Staying the Course

Laura Brooks was born and raised in Alaska and received both a B.A. in psychology and an M.S. in Counseling Psychology from Alaska Pacific University. Laura has worked as a mental health professional for the past 12 years in a variety of settings including non-profit & government agencies, and has a private practice. She began working in the Department of Corrections in 1998 as a mental health clinician providing clinical oversight to Alaska's first mental health court program. Currently she is the Director of Mental Health Services for the Department of Corrections where she oversees the mental health staff and programs in fourteen correctional facilities, including the women's psychiatric unit at HMCC.

"I learned there are resources available to support me." - Participant

Project Title: "Success Inside and Out"

Submitting Member: Dana Fabe
NAWJ Projects Committee Chair
303 K Street, 5th Floor
Anchorage, Alaska 99501
(907) 264-0622
e-mail: dfabe@appellate.courts.state.ak.us

Proposed Date of Pilot Project: November 4, 2006, Hiland Mountain Correctional Facility

Project Description: This program is designed as a women's conference for women prisoners who are within one year of release, with a goal of providing support and inspiration for their transition back into the community. Inspired by such projects as the holiday party put on by women judges in New York and various programs currently being implemented in Maryland, this program will be a single-day conference held in the women's prison and will address a myriad of needs of women as they prepare for release. The conference will include plenary and concurrent sessions addressing the issues involved in the transition out of prison, including such topics as housing, transportation, education, substance abuse counseling, parenting training, exercise and nutrition, stress management, self-esteem, job search and interview skills, communication skills, budgeting, and dressing for success on a limited budget.

Need: This project provides a way for women judges, along with women professionals in the community, to participate in an educational program for women prisoners in a manner that does not present ethical or conflict-of-interest concerns and that allows women judges to interface with prison officials and women prisoners. Women judges will be able to serve as panelists and facilitators in break-out sessions during the conference. The project is consistent with the goals of NAWJ's Women in Prison Committee. It is also capable of being expanded to benefit young women in youth correctional facilities.

Location and Adaptation of Program: A pilot program will be presented on November 4, 2006 in Hiland Mountain Correctional Facility in Anchorage, Alaska, and a program template and manual along with program materials will be developed for distribution to district directors so that the program may be replicated in other communities across the country. These materials will also be compiled and made available on a CD-Rom, in a format similar to that distributed for Alaska's Color of Justice materials.

Goals and Objectives: To provide mentorship and support by women judges and women professionals for women in prison who are within one year of release to the community. To provide women prisoners with information on resources available to them upon reentry to the community. To allow women judges an opportunity to participate in a program within the prison so that they may observe the prison environment firsthand and become acquainted with corrections officials in a project where they are working together toward a common goal.

Proposed Implementation: A one-day conference will be presented in Anchorage on November 4, 2006. A Steering Committee composed of women judges and women professionals within the community has been formed. An initial meeting with corrections officials, including the Superintendent of the Hiland Mountain Correctional Facility, has occurred and the prison officials are enthusiastic about this event. Rental of stage and chairs will be necessary; lunches and snacks will be provided; conference "goodie bags" containing cosmetics samples and toiletries will be prepared. Door prizes will also be awarded.

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Outside Entity: The Alaska Court System is a Co-Sponsor. The Alaska Department of Corrections is the Host of the event and will provide the Women's Prison Facility as the venue of the event. We are exploring the possibility of including ZONTA and the YWCA as possible co-sponsors. Other possible co-sponsors will be the Alaska Bar Association's Gender Equality Section and the Anchorage Association of Women Lawyers. Depending on the community, other professional women's organizations, including women's medical, legal, and dental organizations, as well as the League of Women Voters, and the Junior League may also be appropriate entities to act as co-sponsors.

Methodology/Evaluation: We have included as a steering committee member a former probation officer who worked within the women's facility; she has helped us to design the conference program, and she will be working with the women prisoners to develop individual transition plans prior to the conference event, so that they can select appropriate concurrent programs during the event. We will have participants fill out evaluation forms at the conclusion of the conference.

Budget: A budget has not yet been formulated, but it will include the cost of box lunches, soft drinks and juices, stage, chair rental, goodie bags, door prizes, etc. I do not believe that District 13 has any funds remaining for this year, so we will not be able to use District 13 funds for the event. We do plan to seek donations, and I will be making a personal donation.

Success Inside & Out Conference Planning Guide

Success Inside & Out Budget as of 12/04/06

CASH DONATIONS:

<u>Date</u>	<u>Amount</u>	<u>Sponsor</u>
07/28/06	\$ 500.00	Individual
08/04/06	\$ 100.00	Individual
08/09/06	\$1,000.00	Arctic Slope Regional Corp.
08/14/06	\$1,000.00	GCI
08/16/06	\$ 500.00	Jermain, Dunnagan & Owens
08/16/06	\$ 500.00	Dillon & Findley, PC
	\$ 500.00	National Assoc. of Women Judges
09/01/06	\$1,000.00	Chugach Electric
10/17/06	\$ 500.00	Feldman Orlansky & Sanders
10/23/06	\$1,000.00	Cook Inlet Regional Incorporated (CIRI)
TOTAL INCOME		6,600.00

EXPENSES:

150 Bags @ \$3.20 per bag	523.00
DOC Printing (bags) - 140 x 1.50 per bag	210.00
Party World Rentals	1,152.50
Flat Bands - Fitness Session	167.96
Presenters' Planning Luncheon	159.00
Steering Committee Post Luncheon	207.90
Reception Beverages	32.76
Notebook Tabs	291.88
Brochure Printing - PIP	849.15
Registration Banner	17.18
Binders	180.45
Anchorage Daily News Article	25.00
TOTAL EXPENSES	3,816.78
BALANCE REMAINING	2,783.22

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IN-KIND DONATIONS:

Art Supplies & pizza for the logo project, Linda Duck - \$250

Chez Ritz-Hair - Cut & Color - requested and obtained by Ellen Arvold - \$200

Out of the Closet - 20% off coupon for “goodie bags” and store gift certificate - \$200

NANA Marriott - lunch, food & drinks on conference day - \$4,000

Narin Studios for a the works on hair (cut; color, etc.) and a facial - \$250

Alaska Club Membership - \$984

Chief Justice Fabe - Gift Certificate from Out-of-the-Closet - \$250

1st National Bank Notepads & Calculators - \$200

Zonta “goodie bags” - \$300.00



Distribution of “goodie bags” donated by Zonta Club of Anchorage



Registration

Success Inside & Out Conference
Hiland Mountain Correctional Center
Saturday, November 4, 2006
Pre-conference Sign-up

Name: (please print) _____
Last First

Projected date of release _____

Concurrent Sessions

Please check your top four (4) selections by checking the box located on the left of the session title.

- Family Care: Walk the C.I.N.A. Line Panel: Judge Elaine Andrews, Currey Cook, & Alyson Bybee
Addiction Treatment, Recovery, & More Presenter: Alison King
Continuing Your Education Presenters: Janice Weiss & Linda Good
Surviving Probation: Ready or Not—Here Life Comes Presenters: Donna White & Judy Gette
Health Relationships: Get Happy; Get Healthy Presenter: Enzina Marrarri
Exploring Life's Necessities: Housing, Transportation, & Food Presenter: Dawn Scott & Stephanie Wheeler
Parenting Issues: Road to Success Presenter: Child Care Connection
How Not to Get Fired the 1st Day Presenters: Barb Hood & Brenda Aiken
Family Law Self-Help Center Presenter: Stacey Marz
Balancing Act: Personal Finances Presenter: Jan Jones
Mental Health: Stay the Course Presenter: Laura Brooks

Multiple horizontal lines for additional notes or information.

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Please select one (1) session from the list below by checking the box located at the left of the session title.

- Fitness & Strength Training: It's All About YOU!
Presenter: Angelique Garnand
- Getting Involved in the Arts: Discovering Your Creative Side
Presenters: Pati Crofut, Indra Arriaga, & Charlotte Fox
- Yoga: A Way to Care for Self
Presenters: Lisa Moorehead

I understand that by registering for the conference and the concurrent sessions that I am committing myself to attend all of the day's activities. I will be on time for each session and stay until the conclusion of each session. I also understand that I may not have all of my personal questions answered during the conference.

Signature of participant

Date

Success Inside & Out is a professional conference for the women at Hiland Mountain Correctional Center. This conference is sponsored by the National Association of Women Judges and the Alaska Court System in collaboration with Hiland Mountain Correctional Center.

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Individual Participant Schedule

Conference Day

Success Inside & Out
A Professional Conference for the Women
at Hiland Mountain Correctional Center

Saturday, November 4, 2006

Participant: Jodie Inmate

10:30	Assemble, Welcome, and Introductions Chief Justice Dana Fabe Alaska Supreme Court Superintendent L. Dean Marshall Hiland Mountain Correctional Center	Gym
10:45–11:20	Plenary Session: Keep Movin' Forward <u>Inspirational Panel</u> Shirley Mae Springer Staten Margie Mock	Gym
11:25-12:00	Concurrent Session #1 Continuing Your Education Janice Weiss and Linda Good	Gym
12:00-12:10	Pick-up Lunches	
12:10-12:45	Lunch Fashion Show--Dress for Success (for Less!) <u>Fashion Show Director</u> Ellen Arvold & Models	Gym
12:50-1:20	Plenary Session: Interactive Communication Presenter: Eleanor Andrews	Gym
1:25-2:00	Concurrent Session #2 Addiction Treatment, Recovery and More Alison King	Gym
2:00-2:15	Count	Gym
2:15-2:50	Concurrent Session #3 Dress for Success (for Less!) Ellen Arvold	Gym
2:55-3:20	Plenary Session: Celebrating Your Strengths Presenter: Dr. Ellen Cole	Gym
3:20	Closing Remarks Chief Justice Dana Fabe Superintendent Dean L. Marshall	Gym

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Public Defender Margie Mock talks to participants before the conference



Presenter Shirley Mae Springer-Staton shares a moment with participants



Chief Justice Fabe (left) and Judge Patricia Collins prepare conference materials

Top Tips for Conference Participation

- 1) **Everyone's ideas and experiences are needed to enrich the conference and each person has a contribution to make so ask questions and participate in discussions.**
- 2) **The presenters are valuable community resources and are available during the conference to answer your specific questions.**
- 3) **If you want to be heard, you must take the time to listen to others.**
- 4) **Before coming to the conference, set goals for what you want to accomplish when the conference is over. Revise those goals after the conference.**
- 5) **Be on time for each session.**
- 6) **After each session, ask yourself the question: "What one thing did I learn from this session that will help me now and when I am released?"**
- 7) **Take notes to remember important ideas.**
- 8) **Focus on the presentation and ask questions to clarify words or ideas you are not sure of.**
- 9) **During the plenary sessions, do not disturb others by talking to your neighbor. Wait until the presenter opens the subject up for general discussion.**
- 10) **Come to the conference ready to learn new things and change your life.**

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Presenters Currey Cook and Ellen Cole take a break



Presenter Shirley Mae Springer-Staton and participant



Judge Patricia Collins meets participants

REFLECTIONS ON THE THEME: SUCCESS INSIDE & OUT

Written Reflections on the conference theme by the women at Hiland Mountain—

Angela--

Hope sees the invisible, feels the intangible, and achieves the impossible. Trusting my insightful heart means to pay heed to and trust in that inner voice that knows what it is I need to do, what actions I need to take, or what changes need to be made in my life. Success Inside and Out to me inherently means that in order to succeed, I need to become confident in myself; confident in my decision making process, thinking through each thought before allowing it to become an action.

Dana—

The vision I need to portray was of a woman with a purpose. That purpose, nurtured within from a spark to a healthy glow, was at last set free to join the global movement of people vested in living. So much did I long to give up the mere existence that my bruised shell of humanity was and set forth as one who is grateful to be alive; ever appreciative of the earth I walk upon and the people I meet. And so I have. And so my life begins.

Darlene—

Success by definition is the achievement of something planned or attempted. My hope-while drawing this logo-was to illustrate the beauty waiting on the outside after working diligently towards rehabilitation from within the prison. I believe success can be achieved anywhere, at any time, if you are truly committed to making the effort.

Joni—

Success Inside & Out to me means the power we hold unto ourselves to change where we go with our lives. We carry the beauty to change inside ourselves. So, to me, the flower captures the beauty of change. The flower carries the beauty outwardly and changes positively.

Julie—

Success Inside & Out--When I first heard this theme for the conference and logo, I immediately thought about those of us incarcerated and how we could benefit our lives inside jail to make us successful once we get released. So many people come into jail with negative attitudes and don't want to change their lives. All they can think about is how to get out and go back to the same old rut they were stuck in before. If we focus on how we can make our lives better and look at our sentence with a positive attitude, we can then make our lives better and look to our sentence with a positive attitude. We would then realize that life has a lot more to offer us. Our life has to stop inside these walls. We can be successful both in here and out there. We just need to BELIEVE and SUCCEED.

Conference participant—

Destiny is not a matter of change; it is a matter of choice. It is not something to be waited for; but rather something to be achieved.

Conference participant—

In every crisis there is a message and it is nature's way of forcing change, breaking down old structures, and shaking loose negative habits so that something new and better can take place.

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Presenter Shirley Mae Springer-Staton and participant



Hiland Mountain Correction Center Education Coordinator
Karen Jenkins with conference helpers



Steering Committee member Linda Good (left) assists at
registration table



"SUCCESS INSIDE AND OUT"

September 19, 2006

Hello All,

As a correctional facility, our primary function is to protect the public by incarcerating and supervising offenders. However, our job only begins there. It is incumbent upon us to assist the prisoners in bettering themselves, and building a future. The goal is that upon release, the prisoner(s) have gained a skill, knowledge or insight that will help them become successful in life and not find themselves back in jail.

To that end, we wish to express our sincere gratitude for the upcoming conference, "Success Inside and Out". Without question, the participants of this conference have the ability to gain invaluable insight as to what positive change can occur both outside the confines of a Correctional Institution, as well as while on the inside.

As this is a working Correctional facility, there are a few security concerns we would like to address:

Personal Property

Please do not bring any personal property inside the facility that you would not want in the hands of the prisoners. The following items are not allowed inside the facility: Cell phones, pagers, knives, firearms, personal keys, briefcases, handbags. If possible, please leave these items in your vehicle(s). However, we will provide storage if necessary.

Inmate Interaction

Clearly, interaction with the prisoners is not only encouraged, but an integral part of the conference. However, we encourage you to avoid interaction with prisoners in any areas not immediately visible to others. Should this type of interaction be necessary to facilitate the mission of the program, please let us know, and we will accommodate that need to the best of our ability. Additionally, please be wary of disclosing personal information to prisoners such as family members' names, schools attended, etc.

Please do not accept anything from the prisoners that is to be taken off the premises. Items that typically fall into this category are personal letters, notes, etc.

Emergency Situation

While unlikely, as this is a working correctional facility, there is always the possibility of a critical incident. In this event, correctional staff will immediately escort you from the building.

Again, we thank you for your efforts and look forward to assisting you in any way we can to ensure a successful program. Should any of the program providers require further information or a preliminary tour of the facility, feel free to contact Assistant Superintendent Amy Rabeau or myself at any time.

Sincerely,

A handwritten signature in cursive script that reads "Marcus D. Roulet".

Sgt. Marcus D. Roulet
Hiland Mountain Correctional Center
9101 Hesterberg Rd.
Eagle River, AK 99577
Direct Line: 696-9104
Main Number: 694-9511

Success Inside & Out Conference Planning Guide



Participants listening to presentation



Chief Justice Fabe being interviewed by media



Public Defender Margie Mock speaks about her life journey at the “Keep Movin’ Forward” plenary session

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SUCCESS INSIDE & OUT Press Release

NAWJ members in Alaska will host the first annual “Success Inside & Out” conference on November 4, 2006, at Hiland Mountain Correctional Center near Anchorage. Chief Justice Dana Fabe of the Alaska Supreme Court, NAWJ Program Director, founded the conference to bring professional women together to help inmates prepare for the transition to life outside prison. Women in prison “don’t get released and magically succeed,” says Fabe. “They need steering and support, and professional women can give them that.” Hiland Mountain Superintendent L. Dean Marshall, whose support is instrumental to the program, echoed this view: “We need to help them, because eventually they’re going to be part of the community, working jobs and cheering their kids on at the hockey game, right beside you.

Over 80 inmates scheduled for release with 18 months will participate in the day’s conference and plenary sessions, which will address themes ranging from employment and housing to child custody and personal wellness. A fashion show featuring the “dos” and “don’ts” of dressing for a job interview, and mock job interviews illustrating the common and often humorous mistakes job candidates make, will be among the day’s highlights. For more information, or to obtain copies of the program or workshop materials, please contact Chief Justice Dana Fabe (907-264-0622; dfabe@appellate.courts.state.ak.us) or conference coordinator Brenda Aiken (907-264-8266; baiken@courts.state.ak.us).



Anchorage Daily News reporter Cinthia Ritchie interviewing participant



Fitness & Strength Training: It's All About You!



Fitness & Strength Instructor Angelique Garnand (center) welcomes session participants

OUTSIDE THE WALLS - FIRST-OF-ITS-KIND WORKSHOP TRIES TO PREP ARE WOMEN FOR LIFE AFTER PRISON.

HILAND MOUNTAIN INMATES GET READY FOR WHAT'S AHEAD - 11/6/2006

By CINTHIA RITCHIE Anchorage Daily News Staff

Being in prison, according to Hiland Mountain Correctional Center inmate Alicia Press, 26, is being forgotten." Once you walk in those doors, you don't exist," she said. "It's like having the plague or something."

But that all changed Saturday when a gathering of prominent Alaska women, along with a few men, hosted the first Success Inside and Outside conference. Geared to help soon-to-be-released inmates make positive transitions from prison to outside life, the conference offered uplifting talks, a dos-and-don'ts fashion show, plus a series of sessions targeted toward building strengths in parenting, addiction recovery, troubled relationships and financial conflicts.

Dana Fabe, chief justice of the Alaska Supreme Court, came up with the idea for the conference, which was geared toward women scheduled for release in the next 18 months. She wanted a means of connecting professional women with pre-release prisoners in a friendly, supportive atmosphere.

"We needed a program to prepare women for the transition," she said. "They don't get released and magically succeed. They need steering and support, and professional women can give them that. "

According to Fabe, the program is the first of its kind in the country. If successful, she'll write a broader manual for the National Association of Women Judges for a nationwide audience.

"We wanted to give them inspiration," she said, "but we also wanted to give them hope." Hiland superintendent L. Dean Marshall believes most inmates have the deck stacked against them when they get out. Not only do they have the stigma of a prison record, but most are returning to lives complicated by substance abuse, domestic violence and mental health problems. They often have to juggle the stresses of jobs, child care and budgeting.

Programs such as the Success Inside and Out conference are ways for professionals to become involved in the lives of the prisoners. Inmates get out, and when trouble hits (and sooner or later, he said, it will), they don't have anyone to turn to. They don't have positive role models.

"We need to help them," Marshall said. "Because eventually, they're going to be part of the community, working jobs and cheering their kids on at the hockey game, right beside you." Concurrent sessions were held throughout the day Saturday, most consisting of a dozen women in the canary jumpsuits that signify felony status, a few sporting the more stylish purple polo shirts of the residential substance-abuse-treatment participants. In the "Discovering Your

Creative Side" workshop, Charlotte Fox, executive director of the Alaska State Council on the Arts, encouraged pre-release inmates to keep a journal.

"Don't be afraid," Fox encouraged. "You are the only one who can tell your story." The women fidgeted and stared down at their blank pages. Then a woman with long brown hair said she

Success Inside & Out Conference Planning Guide

was looking for a really dramatic activity to replace her addiction. “I need an adrenaline rush, you know?” she said. “And I gotta find it someplace other than drugs or alcohol.” Over in the “Treatment and Recovery” workshop, addiction counselor Alison King talked about the importance of reaching out for support. “You’re going to be afraid,” she said. “But fear can be cool. You can get through it.” She gave advice on how to find support groups and affordable counseling and where to locate outpatient and inpatient treatment centers. “Don’t wait to fall off the slope before you look for help,” King said. “The coolest thing about recovery is that none of us has to do it by ourselves.”

Cindy Lee Middleton, 30, who grew up in Napakiak, attended the conference in hopes of finding tools to help her adjust to the outside world after her release date, scheduled sometime next year. “It’s difficult being a felon,” she said. “I don’t have kids. I don’t have a family. When I walk out of here, I walk out alone.”

Wendy Bridenstine-Reid, 36, of Kodiak agreed. When she was in prison last year, she wasn’t prepared for what awaited her on the outside. “I wasn’t ready for the stigma,” she said. “I couldn’t deal with it, and I ended up right back here.”

After participating in sessions covering finances, housing and job-interviewing skills, the inmates said they felt more confident. But more than that, they felt stronger and worthier knowing that successful women were willing to enter their world and meet them face to face.

“It’s a blessing,” Middleton said. “It’s like, ‘Oh, my god, I exist. You hear me.’” After the final sessions, inmates trooped to the gym to hear professor of psychology Ellen Cole talk about celebrating both failure and success, because no matter what you’ve done, you are who you are today. Then Shirley Mae Springer Staten stepped up on the stage and threw her big, melodious voice across the room.

“How could anyone ever tell you you’re less than beautiful?” she sang. Before long, the inmates joined in, their voices dipping and blending as they sang about being whole and worthy and good enough exactly as they are. “I feel important today,” Bridenstine-Reid said at the conference’s end. “And it’s been a long time since I’ve felt that way.”

Success Inside & Out Conference Planning Guide

CONFERENCE EVALUATION FORM SUCCESS INSIDE & OUT November 4, 2006

Help us plan for future conferences by responding to the questions below.

1) Overall, how satisfied are you with the conference? (circle the number)

Very satisfied				Dissatisfied
1	2	3	4	5

2) Overall, how satisfied are you with the presenters and speakers?

Very satisfied				Dissatisfied
1	2	3	4	5

3) Keeping in mind the conference had a limited time frame, did you feel the length of the conference sessions was too long, just about right, or too short?
(Check a circle)

- Too long
- Just about right
- Too short

4) The conference day was well organized.
(Check a circle)

- Strongly agree
- Agree
- Disagree
- Strongly Disagree

If you disagreed, please explain your response?

5) Conference staff were helpful and courteous. (check a circle)

- Strongly agree
- Agree
- Disagree
- Strongly Disagree

If you disagreed, describe why.

Success Inside & Out Conference Planning Guide

- 6) What kind of sessions would you like to see included in future conferences?
- 7) What did you like most about the conference?
- 8) List at least three things you learned or received today that will help you be successful when you leave HMCC.
- 9) If a focus group session was conducted to assess future conference sessions and post-conference training, would you be interested in participating?
(check one)

_____ Yes _____ No

If you checked "yes" please print your name below.

First name

Last name

Thank you for filing out this evaluation.

Success Inside and Out Survey Results

Question #1 – Overall how satisfied are you with the conference?

77 responses

- 1 - Very satisfied – 81.8% - 63 responses
- 2 – 16.9% - 13 responses
- 3 – 0
- 4 – 1.3% - 1 response
- 5 – Dissatisfied – 0

Question #2 – Overall, how satisfied are you with the presenters and speakers?

78 responses

- 1 - Very satisfied – 88.5% - 69 responses
- 2 – 10.3% - 8 responses
- 3 – 0%
- 4 – 0%
- 5 – Dissatisfied – 1.3% - 1 response

Question #3 – Keeping in mind the conference had a limited time frame, did you feel the length of the conference sessions was too long, about right, or too short?

78 responses

- 1 – Too long – 0%
- 2 – Just right – 51.3 – 40 responses
- 3 – Too short – 48.7 – 38 responses

Question #4 – The conference day was well organized.

78 responses

- Strongly agree – 79.5 – 62 responses
- Agree – 20.5 – 16 responses
- Disagree – 0%
- Strongly disagree – 0%

Question #5 – Conference staff were helpful and courteous.

78 responses

- Strongly agree – 83.3 – 65 responses
- Agree – 16.7 – 13 responses
- Disagree – 0%
- Strongly disagree – 0%

Success Inside & Out Conference Planning Guide

Question # 6 - What kind of sessions would you like to see included in future conferences?

1. more on scholarships for different felons for school
2. just make the sessions longer so we can learn more
3. drug problems alcohol problems education
4. all
5. parenting
6. more assistance and guidance toward the individuals that are close to their discharge dates
7. I think the majority was covered.
8. trades health
9. more about transitional housing resources
10. It was all great and very well organized and I do appreciate everything. Thank you.
11. transitional housing
12. ankle mentor program after care programs for substance abuse re-entering your child's life
13. more on healthy relationships
14. more educational based sessions
15. relationship skills
16. everything
17. same but longer
18. any information is good
19. disability therapy
20. health sessions trades more support groups
21. self-help counseling and credit help to start in here
22. all plus mediations :)
23. Cooking empowerment ABC plans
24. more furthering education and release of information
25. any with me not in it!!!! longer sessions
26. arts
27. healthy relationships w/family and friends self-esteem
28. good enough
29. Career opportunities
30. well, I missed the yoga session but it was still here. It seemed that everything was pretty much covered - I was very satisfied.
31. mental health more one on one more Anchorage and valley business owners regarding their opinions and help for job/housing on release
32. women's rights
33. women's rights in prison how to live clean and sober after doing your jail time
34. for reuniting families
35. outside follow-up
36. longer sessions on treatment after care
37. more stuff for felons
38. I thought it was all great.
39. college courses - benefits
40. rights groups, women's right's in prison
41. I was satisfied with the setup as is.
42. Not really what kind but opportunity to attend more sessions
43. Would like to attend all sessions and not have to pick a few and then not even get the ones I picked.
44. What's next. financial aid for college while in jail
45. resources for felons grants for felons
46. more addiction recovery child care relationship (marital)
47. housing jobs medical and mental health asst.

48. were good sessions
49. more treatment also more mother w/children
50. Healthy relationships job ready - resumes
51. UAA course talk - how to apply or get started in college
52. more about addictions and treatment
53. More participation with individuals
54. Help for releases for non residents of Anchorage area
55. same
56. Transitional Information Getting a halfway house for women
57. More sessions about parole and probation Resource information for once released More spaces for attendees, a lot more women would like to have com today but couldn't
58. anger management
59. more help for these ladies
60. Adjusting from non-society conforming life styles to productive members
61. More about treatment.
62. Anything. :)
63. More info about basic need - like housing.
64. I think we are offered quite a bit here and this conference included so much more. I can't think of anything else at this moment.
65. Continuation of the same.
66. I would like to be able to go around to all of the sessions. I would also like to talk about jobs, places to go for help.

Question #7 - What did you like most about the conference?

1. fashion show probation release group
2. the fashion club show
3. the fashion show
4. all
5. very thorough
6. That there are people on the outside who are willing to help all of us.
7. I felt each speaker gave their talk from a personal experience. This I think moves people. They offered helpful information.
8. The information and helpful classes.
9. positive atmosphere
10. The fitness class, the parenting class, the friendly staff and support. Nicole from Dress for Success was funny.
11. inspiring
12. It was very fun and informative
13. the attendance
14. continuing your education part
15. The support and the positive reassurance. The resources they gave for after we are released.
16. speakers
17. the guests and information
18. Dr. Cole that there was so many different people that cared enough to come to HMCC
19. knowing there is hope with being successful when I get out. Knowing there are organizations that will help with achieving the goals I've got.
20. the fashion show
21. the education sessions
22. the people getting involved, judges, p.o.'s, additions, etc.
23. all of it
24. speakers and stories life events singing

Success Inside & Out Conference Planning Guide

25. That authorities in the community made themselves available to be hands on all day and treated me with respect to be a non-return offender as an inmate at Hiland Mtn and to be successful to my release back to the community.
26. Where to get money for schools what job titles I should train for where to go to get help with issues of all sorts
27. The way it made me feel important, accepted and loved
28. the classes and the information they sent back with us
29. all of it
30. the guests, information
31. everything
32. all the information that was given
33. learning and listening
34. The encouragement, hope and belief that I do have a chance when I am released, that was shared today.
35. The lunch!! No-kidding; the people who went out of their way to come here to talk to us.
36. job and housing session lots of paper info given so we don't just have our own notes and such to go on
37. all of the info I have available to me
38. the fashion show the exploring life's necessities
39. everything
40. feelings - heart n soul
41. all of it
42. everything
43. The classes Shirley Mae was a beautiful lady.
44. the education insights they give you
45. how helpful it was
46. How informative everyone is.
47. everybody coming together at the same time to make sure we have the tools to succeed
48. Lunch (kidding) - the outsiders coming in were very cool.
49. all the information and contacts
50. lots of good information
51. the education class
52. resources on transition to community encouraging comments future resources
53. yoga
54. the speakers
55. informative classes prizes goody bags and big bags
56. I like the positive and inspiring speakers. Shirley Mae was truly inspirational.
57. personal finances
58. lunch and help that the women gave
59. the personal finance class and the singing
60. all of it I am a valuable lady I am successful inside and out
61. Recognition for the women of this facility and full participation on southeast assistance
62. very beneficial info
63. Everything
64. none that wasn't already addressed (at this time)
65. all the information
66. The positive and willingness to help in assisting me and believing that I can do this.
67. meeting all of the women that came in and hearing all of the info
68. all of it
69. The meetings in the classrooms.
70. That our community cares!
71. All
72. All sorts of outside information like parole/probation, treatment issues.

73. The feeling of inspiration.
74. The desire for our success from all the people involved in the conference. The interviews for jobs from Eleanor Andrews.
75. The groups, the respect
76. The camaraderie of the conference presenters, staff and all participants.
77. I had a very good feeling from everyone. If we can get the help we can make it out there.

Question #8 - List at least three things you learned or received today that will help you be successful when you leave HMCC.

1. get my education follow along with probation live life straight
2. where to go to get help for my financials how to keep it honest with probation officer yoga is a healthy exercise for not only physical but for emotional and mental
3. I do need to worry about my life. I can be a success. I can do anything.
4. to have a sponsor to be here when I'm out how to be proper when finding a job I can choose what I want for my future
5. how to stay successful how to be prepared for an interview how to apply for a scholarship
6. The help outside, job skills, and most of all people do care and don't down look those in prison.
7. information or programs that would help us once we are free interviewing for a job keep a positive attitude
8. tips on probation tips on healthy living ways I can succeed if I put my mind to it.
9. Childcare if offered. Yoga Probation I need employment resources.
10. PO/Parole info on healthy relationships/recovery community does care about incarcerated women
11. How to request help for child care with my sons. Do's and don'ts of dressing properly to and from and how to properly speak in an interview.
12. I am not alone. I have support. I am number 1. I'm doing the right things.
13. That life does go on after jail. I will survive and be a stronger better person that outside world will accept you even with your past record
14. self-respect that I will reach my goals
15. housing, A.A. is very helpful, possible career with BP or similar oilfield.
16. probation info self-esteem parenting ideas
17. confidence, responsibility, priority
18. don't be afraid to try new things I can stand on my own two feet
19. Housing relaxing mind body and soul relationship with myself
20. parent's anonymous, strengthen families yoga - strengthening physically and keeping balanced treatment - stress relief
21. parenting issues
22. being on probation when I get out of jail jobs that I can apply for interviewing tips
23. I didn't get to the classes I signed up for except additions
24. it was all helpful thank you
25. resource lists/resources that people outside HMCC care about us we have help when we leave
26. confidence understanding/compassion resources available to support me
27. positive counseling _____ class
28. exercise with bands what to wear or don't wear on job interview ask for help
29. professionals care about me probation is doable (success stories) for me to stay humble
30. I am worth something How to be successful outside How to have a good relationship
31. even though I am a felon, I can still change my life It's not to late in my life to accomplish my goals If I change my negative talk, I will succeed
32. addiction probation art
33. support encouragement resources
34. I've learned about some of the resources available Tips on stress Tips on how to be successful

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35. scholarship programs job security fitness and health issues
36. about cleaning up my bad credit all the housing lists I got and transitional living paperwork how to act at a job interview
37. building a healthy relationship with myself financial help credit reports
38. references work I can succeed
39. _____ to providence after care
40. addiction treatment yoga
41. I can succeed I am beautiful And I am a great mom
42. reading my probation packets more carefully moving forward is always a must you are a beautiful person inside and out
43. parental class guardian issues and telephone number where I can live
44. time management consistent structure community resource availability scholarships/employment opportunity
45. what to expect when I leave what resources are available how to keep fit
46. got help on moving forward - thanks Shirley legal information about divorce I did not know strength exercises for my bad shoulder I am not afraid to go home and start over
47. contact helpful information contacts direction contacts
48. How to successfully do probation how to apply for college grants list of resources available in the community
49. resource list
50. dress for success
51. book on budgeting furthering education dealing w/POs
52. Positive attitude - you make your own choices. There are many "outside" organizations that will help you upon release
53. budgeting inspiration - about myself helpful recourses, pre-release info
54. budgeting - credit reports what to wear and not to wear art is good for the soul
55. information on credit health wise handbook job opportunities with BP information
56. I am a valuable lady I am successful inside and out
57. Info on education, grants, jobs Fashion show & skits courtesy to each resident of HMCC
58. How to be responsible when it come to budgeting Be more aware of self care Healthy relationships
59. It was all good!
60. parenting issues resources/support people to turn to
61. I've learned a lot about jobs that are available to one even though I am a felon in recovery.
62. Information on good transitioning when I am released. Take advantage of my resources while incarcerated.
63. more input on my life honesty the help that is put out for us
64. Info on mental health getting help on the outside mostly all
65. Hopefully attaining (practice asking) a mental health foundation. A heartening to keep reaching. There are people who care out there!
66. Help on through outside hope honor
67. Parole/probation, domestic violence, treatment issues.
68. Info about probation and education, that we are all important!
69. broader insight higher desire confidence
70. About healthy relationships Yoga How honest everyone was
71. community contacts/support, resources, information
72. It was nice to know there were people who truly want to help. I learned something on my parole. I learned things about divorce.

Contributors

November 20, 2006

«First_Name» «Last_Name»
«Business»
«Address»
«City_State_Zip»

Re: Success Inside & Out Conference

Dear «First_Name»«Last_Name»:

On behalf of the *Success Inside & Out* Steering Committee and the National Association of Women Judges (NAWJ), thank you again for your generous donation of «Donation» for the *Success Inside & Out* Conference. The conference was held November 4, 2006, at Hiland Mountain Correctional Center, and it was a great success.

As you know, the *Success Inside and Out* initiative is designed to reach women prisoners who are close to release from Hiland Mountain Correctional Center, with a goal of providing support and inspiration for their transition back into the community. Your financial support was critical to our ability to offer this valuable opportunity to the 83 women who participated.

I am enclosing a copy of the conference program, an article on the conference that appeared in the *Anchorage Daily News*, and a summary of the conference evaluations. Again, thank you so much for helping us with this important project.

Sincerely,

Brenda Aiken
Alaska Court System
Coordinator, Success Inside & Out

Enclosures

Success Inside & Out Conference Planning Guide

Presenters

November 20, 2006

«first_name» «last»
«address»
«zip»

Dear «first_name»:

On behalf of the *Success Inside & Out* Steering Committee, I would like to extend my gratitude to you for making the November 4, 2006 *Inside & Out* Conference such a great success.

As you know, *Success Inside and Out* is designed to reach women prisoners at Hiland Mountain Correctional Center who are close to release, with a goal of providing life skills and support for their transition back into the community. Your concurrent session, «class», not only provided valuable information on critical community resources, but also offered encouragement and inspiration to those in your conference session.

I am confident that the 80 women of Hiland Mountain who participated in *Success Inside & Out* will benefit for years to come, and we were fortunate to have you as a presenter.

I look forward to working with you in future *Success Inside & Out* initiatives.

Thank you.

Very Best Regards,

Dana Fabe
Chief Justice, Alaska Supreme Court
Chair, Success Inside & Out Steering Committee

Sponsors

November 27, 2006

«First_Name» «Last_Name»

«Business»

«Address»

«City_State_Zip»

Re: Success Inside & Out Conference

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Sincerely,

Brenda Aiken
Alaska Court System
Coordinator, Success Inside & Out

Enclosures



This smile says it all!

Steering Committee meetings—Agendas & minutes

Hiland Mountain Conference Steering Committee

3:30-5:00 pm

Friday, July 7, 2006

Alaska Court System
Snowden Administration Building—Training Center
820 W. Fourth Avenue
Anchorage, Alaska

3:30 Meeting begins

- | | |
|--|---------------------------|
| I. Welcome | Chief Justice Dana Fabe |
| II. Self-introductions | Committee |
| III. Project concept | Chief Justice Dana Fabe |
| IV. Steering committee role | Chief Justice Dana Fabe |
| V. General plan | Janice Weiss/Brenda Aiken |
| a. Pre-Conference Workshop | |
| b. Conference | |
| c. Post-Conference | |
| VI. Conference (Nov. 4) | Committee discussion |
| a. Conference Program(draft) | |
| b. Information Fair | |
| c. Conference budget | |
| d. Conference logo | |
| e. Potential sponsors | |
| f. Support areas | |
| (1) door prizes | |
| (2) refreshments | |
| (3) box lunches | |
| VII. Other | Committee discussion |
| a. TV/Radio coverage | |
| b. Photos (Alaska Court System) | |
| c. Security clearance/personal boundaries | |
| VIII. Next Steps/Assignments | Chief Justice Dana Fabe |
| IX. Potential Next Meeting Dates— Sept. 11 (pm), Sept. 12, week of Sept. 25 | |

Adjourn—5 pm or before

Success Inside & Out Conference Planning Guide

Hiland Mountain Conference Steering Committee “Success Inside and Out” Meeting Summary

Meeting date: Friday, July 7, 2006
Meeting time: 3:30-5:00 pm
Meeting location: Alaska Court System
Snowden Administration Building
820 West Fourth Avenue
Anchorage, Alaska

Steering Committee Chair: Chief Justice Dana Fabe
Alaska Supreme Court

Steering Committee present:

Judge Elaine Andrews (Ret.)
Anchorage Superior Court

Ms. Linda Good
Good & Company

Ms. Ellen Arvold
Business Owner

Ms. Janna Hayenda
Business Owner

Ms. Laura Brooks
AK Department of Corrections

Ms. Margie Mock
Public Defender Agency

Dr. Ellen Cole
Professor of Psychology

Judge Nancy Nolan
Anchorage District Court

Ms. Linda Duck
Community Leader

Ms. Kathy Porterfield
KPMG Managing Partner

Ms. Janice Weiss
HMCC Education Coordinator (1995-06)

Ms. Brenda Aiken
Alaska Court System—Project Coordinator

Unable to attend: Ms. Pati Crofut
Author/Community Leader

The meeting began at 3:30 pm

Welcome & self-introductions

Chief Justice Dana Fabe welcomed steering committee members and invited committee members to give a self-introduction.

Project concept

Chief Justice Fabe gave an overview of the initiative and the one-day conference. The conference is for women at Hiland Mountain Correctional Center (HMCC) who are within 6-months to one-year of release, with the goal of providing support for their transition back into the community. The conference is designed as a professional conference with plenary and concurrent sessions. The conference will address such needs as housing, transportation, education, substance abuse, parenting, exercise and nutrition, job skills, budgeting, and dressing for success on a limited budget. This program is

sponsored by the National Association of Women Judges (NAWJ) and inspired by a holiday party organized by women judges in New York and programs being developed in Maryland. The Alaska program materials will be developed and distributed to NAWJ district directors as a model in other U. S. communities. The Alaska Court System is a co-sponsor and Hiland Mountain Correctional Center has agreed to host the conference on Saturday, November 4, 2006.

Steering committee role

Chief Justice Fabe thanked the women judges and women professionals for their interest, energy, and willingness to be involved in this initiative. Committee members will develop the project and their expertise will be instrumental in its success and post-conference “next steps”.

General plan

Steering committee member Janice Weiss spoke briefly on the pre-conference workshop, the conference agenda, and the post-conference evaluation and next steps.

Pre-conference—participants will participate in a workshop that will present an overview of the conference sessions. Participants will select those sessions that address their specific transitional needs. Janice will organize this pre-conference session with Hiland Mountain staff. Presenters and steering committee members can also attend to introduce the goals of their session. The pre-conference workshop and sign-up will identify the critical concurrent sessions for the November conference. Janice will work with Hiland Mountain to schedule to pre-conference in September.

Conference—Janice reiterated the conference goals as described earlier by Chief Justice Fabe. The conference agenda draft is based on needs expressed by the correctional center staff, the women’s needs, and as a result of her experience as the center’s education coordinator.

Post-conference—Janice indicated that the most important piece of this initiative is creating a “bridge” from release to living in the community. After release, women need community, professional, and personal support to be successful.

Review of November 4th conference agenda (draft)

The steering committee reviewed a draft of the one-day conference agenda. Some committee recommendations included: (1) a revision of concurrent session titles; (2) clarification of the goals for critical sessions; (3) appropriate presenters for specific topic areas; and (4) reconsideration of time assigned to plenary and concurrent sessions. Based on committee input, Chief Justice Fabe, Janice Weiss, and Brenda Aiken will revise the agenda and the revised agenda will be distributed to committee members for further review.

Judge Sharon Gleason suggested that a family care/CINA concurrent session be added to the conference agenda.

Committee members also developed plenary sessions. Committee members anticipate the lunch plenary session presenting ways to dress for success on a limited budget and coordinated by Ellen Arvold will be very popular. Ellen will ask a few HMCC participants to be “models” for the fashion show and Judge Gleason mentioned that “don’ts” along with the “do’s” of dress would be of great benefit. Ellen agreed and do’s and don’ts will be incorporated into the show. Dr. Ellen Cole offered to present a plenary session that focuses on “Celebrating Your Strengths.” Dr. Cole asked the committee to consider a concurrent session focusing on developing healthy relationships. The committee agreed

Success Inside & Out Conference Planning Guide

that this would be a valuable session and Ellen Arvold suggested Katherine Davey Huffman from Planned Parenthood. Other plenary sessions are also being developed by the presenters. Committee members and presenters can email Brenda at baiken@courts.state.ak.us for assistance in session preparation and with session updates.

Committee members recommended that Shirley May Staton begin and end the conference. It was suggested she sing “Keep on Movin’ Forward” and that this theme be incorporated into the conference. Shirley has agreed to participate in the conference. Brenda will contact her to confirm the date, her assignment, and the song.

The final conference agenda must be completed in late August for distribution at the pre-conference workshop and sign-up session. Janice Weiss and Brenda Aiken will coordinate the conference brochure completion and pre-conference sign-up.

Conference presenters, facilitators, and steering committee members will need to provide a drivers license number for entry into the correctional center. Brenda will collect this information in October and provide it to HMCC.

Conference Information Fair

Committee members briefly discussed the information fair. It was suggested that Planned Parenthood be added to the list.

Conference budget

Committee members reviewed a draft conference budget and agreed to contact organizations and individuals for tax deductible donations. Chief Justice Fabe will contact NAWJ to see if they can receive the donations for the project. It is anticipated that funds are needed for the post-conference activities and the one-day conference. Linda Duck, Linda Good, Margie Mock, Ellen Arvold, and Kathy Porterfield volunteered to spearhead the fundraising endeavor.

Conference logo

The steering committee agreed that conference logo should be developed by the HMCC participants. Janice agreed to coordinate this effort with Hiland Mountain. Linda Duck offered to recruit accomplished artist Indra Arriaga who owns the Spot Gallery to work with the women on the logo.

Potential Sponsors

Conference sponsors include the Alaska Court System, NAWJ, and Zonta, who will provide “goodie bags”. Other sponsors may include donors to the project, Alaska Bar Association’s Gender Equality Section, and the Anchorage Association of Women Lawyers. Committee members can contact Brenda as sponsors become known.

Success Inside & Out Conference Planning Guide

Other areas

Door prizes, refreshments, and box lunches are needed for the conference. Linda Duck will research the possibilities.

The Alaska Court System will provide a photographer for the conference.

The committee briefly discussed media coverage for the initiative.

Next steps/assignments

What?	Who?
Conference monetary donations/sponsors	Linda Duck, Ellen Arvold, Linda Good, Margie Mock, Kathy Porterfield
One-year pass to Alaska Club	Linda Duck
Fashion show organization	Ellen Arvold
Substance abuse presentation Contact potential presenter Allison King	Ellen Arvold
Contact Consumer Credit Counseling & Personal Finance Panel members	Kathy Porterfield Janna Hayenga
Contact Barb Melchick for CINA	Chief Justice Dana Fabe
Contact Donna White, Director of Probation	Janice Weiss
Revise conference agenda	Chief Justice Fabe Janice Weiss Brenda Aiken
Contact Katherine Gottlieb	Margie Mock/Janice Weiss
Contact Shirley May Staton	Brenda Aiken
Develop profile of HMCC for steering committee	Janice Weiss
Develop post-conference survey for the HMCC participants to complete	Janice Weiss
Contact artist Indra Arriaga	Linda Duck
Box lunches	Linda Good
Information Fair—contact participants	Brenda Aiken/Janice Weiss & interested committee members

Success Inside & Out Conference Planning Guide

- Steering committee members are asked to email Brenda Aiken baiken@courts.state.ak.us with updated conference information
- Page 6 of this document gives an up-date on activity since the July 7th meeting
- Brenda will keep committee members updated on conference progress

Meeting adjourned at 5: 10 pm.

Next Steering Committee Meeting scheduled for Friday, Sept. 29, 2006 at 3:30 pm in the Snowden Administration Building Training Center.

Hiland Mountain Steering Committee Work

Email Update (as of 7/12/06)

Monetary donations to the project

Chief Justice Dana Fabe received approval from the national office of the National Association of Women Judges (NAWJ) to receive checks for the project. **Donors make checks out to NAWJ and write “Success Inside and Out” on the subject line.** Donations are tax deductible. For more information on NAWJ, the website is www.nawj.org. Steering committee members can send contributions received to Brenda Aiken, Alaska Court System, 820 West Fourth Avenue, Anchorage, Alaska 99501 or call Brenda at 264-8266 for other arrangements. Brenda will mail checks to NAWJ for processing.

Conference sessions

Chief Justice Fabe has contacted Barb Malchik regarding Judge Gleason’s suggestion of a session on Children in Need of Aid (CINA). Barb Malchik will be out-of-state in November, but Curry Cook (Office of Public Advocacy) will participate in the panel with Judge Elaine Andrews. In addition to Curry and Judge Andrews, we are trying to locate a third panelist, who is a mother, who was a former prisoner, and who was able to keep her children by successfully working her CINA case plan.

A suggestion has been made to offer a concurrent session and/or materials at the Information Fair on how to continue involvement in music and the arts after release. Janice Weiss is able to include information at the pre-conference session. This was of particular interest to Pati Crofut.

Ellen Arvold has located two fashion “don’ts”—a lawyer and a co-worker—who will model “wrong” clothes.

Other

Linda Good is actively working on lunch box donations and monetary donations.

The fundraising subcommittee is diligently working on identifying donors. Contact Linda Duck or Kathy Porterfield with suggestions.

Steering committee members can email baiken@courts.state.ak.us with activity updates.

Next committee update the week of July 17th,

Success Inside & Out Conference Planning Guide

Success Inside and Out Steering Committee E-Mail Update 8/4/06

New steering committee member

We welcome to the steering committee the new Hiland Mountain Education Coordinator, Karen Jenkins. Karen will attend the September steering committee meeting and be an on-site contact person the day of the conference.

Project donations

Linda Duck, Linda Good, Margie Mock, and Kathy Porterfield developed an extensive list of potential donors for the pre-conference, conference, and post-conference programs.

As of 8/4/06, they have received monetary commitments from these sponsors:

Arctic Slope Native Corporation	\$1000
Arctic Slope Native Corporation CEO	500
GCI	1000
Chugach Electric	1000
Dillion & Findley	500
Total	\$4,000

In addition, they have received commitment of in-kind donations from:

NANA Managmt. Services	Box lunches on conference day
Narin Studio	Facial make-over and hair cut & color (\$200 value)
Out of the Closet	TBA
Chief Justice Dana Fabe	<i>Out of the Closet</i> gift certificate (\$250 value)
Zonta & Soroptimist	“goodie bags”

At the request of Chief Justice Fabe, Jeff Groton at the National Association of Women Judges will process the monetary donations, handle the accounting, pay the bills, and mail contribution letters to each donor.

Jan Jones of Consumer Credit Counseling (and a presenter at the conference) was so excited about the conference that she submitted a grant to *Bank of America* for \$30,000. The grant would cover materials for the consumer counseling concurrent session and for post-conference training workshops. Jan also has access to a grant writer who can assist us with a Rasmuson Foundation grant proposal.

The “fundraising wizards” have done a fantastic job and continue to work on sponsorship.

Conference program development

Chief Justice Fabe, Janice Weiss, and Brenda Aiken incorporated steering committee conference recommendations to revise the Nov. 4 conference program. **We still need suggestions for “jazzy” titles.** Please send your thoughts to baiken@courts.state.ak.us

Shirley Mae Springer Staten has agreed to participate in the opening inspirational panel and will sing *Keep on Movin’ Forward*.

Janice Weiss has made initial contact with SouthCentral Foundation CEO, Katherine Gottlieb.

The tables, chairs, staging, and microphone system has been reserved for the conference day.

Pre-conference sign-up

Janice Weiss, Karen Jenkins and Brenda Aiken are developing the pre-conference sign-up sessions. The final conference agenda can then be developed after participants have indicated their concurrent session preferences.

Logo creation

In early August, Linda Duck, artist Indra Arriaga, and Karen Jenkins meet with inmates to develop a conference logo.

Next ***Success Inside and Out*** update will be emailed on Friday, August 11.

Success Inside & Out Conference Planning Guide

Success Inside and Out Steering Committee E-Mail Update 8/11/06

New steering committee member

Chief Justice Fabe has appointed the Executive Director of the YWCA, Heather Arnett, to the steering committee. The Y sponsors numerous programs to support women and is attempting to secure funding for low income housing for women re-entering society.

Monetary donations

This week our fundraising committee received donations from these sponsors:

CIRI	\$1,000
Keith Sanders, CIRI VP for Legal Affairs	500
Stephanie J. Cole, Alaska Court System Administrative Director	100

This means that the total donations as of 8/11/06 equal \$5,600. Linda Duck anticipates another \$3,000 possible by the next update.

For those donors needing the Tax ID # for the National Association of Women Judges, it is **52-1185005**

In-kind donations

FNBA	100 notebooks and 100 calculators
Zonta	Goodie bags

Thank you to Linda Duck, Margie Mock, Kathy Porterfield, and Karin Jenkins for your work in the fundraising arena.

Conference program development

1. Pre-conference sessions—Janice Weiss, Karin Jenkins, and Brenda Aiken will conduct three pre-conference sessions with conference participants. The sessions are scheduled for August 31, Sept. 7, and Sept. 14. Participants will be asked to register for the concurrent sessions on Sept. 14. The registrations will give the steering committee and the presenters a good idea of how many will be in each concurrent session.
2. “Jazzy” titles—Thanks to Janna Hayenga for her work on giving life to the concurrent session titles. You will receive a revised conference agenda with titles prior to our next steering committee meeting.
3. Conference participants—In just one week, 77 women registered for the conference and more registrations are expected.

Conference logo

Linda Duck, Indra Arriaga, & Karin Jenkins had an initial meeting with the women participating in the logo design contest. Indra facilitated a discussion on what *Success Inside & Out* means to them and then participants began work on their logo design. Indra will conduct two more Tues. design sessions and then all conference participants will vote on the winning logo. All logo entries will be displayed at the conference with credit given to each artist. Janna Hayenga offered to have each entry framed for display. The winning logo will be featured on the conference bags.

Conference bags

Janna Hayenga offered to work on getting the bags donated. More information to follow as this develops.

Thanks to everyone for your continued work.

Next update—Friday, August 18, 2006

Success Inside & Out Conference Planning Guide

Success Inside and Out Steering Committee E-Mail Update 8/18/06

Monetary donations

This week we received a \$1,000 donation from GCI. (requested by Linda Duck)

As of today, we have mailed \$2,600 to NAWJ for processing and recognition.

Funds in processing equals \$3,000

Jermain, Dunnagan & Owens (\$500)

Ray Brown (\$500)

CIRI (1,000)

Chugach Electric (\$1,000)

The Tax ID # for the National Association of Women Judges, it is **52-1185005**

In-kind donations

Linda Duck--Art supplies & pizza for the logo project (\$250)

Chez Ritz-Hair cut and color (requested and obtained by Ellen Arvold)

Ellen Arvold-Out of the Closet-20% off coupon for "goodie bags" and \$200 store gift certificate

NANA Marriott—Lunch, food & drinks for the conference day (\$3000-4,000)

More in-kind donations are on the horizon.

Linda Duck is confident that given our monetary contributions to date and anticipated in-kind donations we will be able to cover our Nov. 4th conference expenses. The committee will continue to ask for donations and will begin to discuss grants and funding for the post-conference program. Expect a report at the Sept. steering committee meeting on future funding sources and plans.

Conference program

4. Pre-conference sessions—An update will be given after the first pre-conference sign-up session

5. Conference presenters—All presenters are confirmed

Alaska Court System Administrative Assistant Sonja Davis-Wade requested to help with the Sat. conference. She was granted permission from her supervisor to work on Nov. 4th and assist us with the conference details on that day.

Chief Justice Fabe issued an invitation to all the women judges in Alaska to participate in the November 4.

Conference logo

The group will gather on Tuesday—with pizza and art supplies provided by Linda Duck—for a final logo work session. We will soon have a winning logo and other spectacular entries for framing.

Conference bags

Jana Hayenga will get the conference bags donated and printed with the winning logo and the NAWJ logo.

Post-Conference Professional Clothes Closet

Several individuals have offered to donate clothing that is in excellent condition (specifically top quality professional attire) to women after re-entry. Jana Hayenga has made initial community contacts about this and will present a plan at our Sept. conference planning session.

Thanks to everyone for your continued work. The “sunshine” moments of this project really helps us get through days of rain.

Next update—Friday, August 25, 2006

Success Inside & Out Conference Planning Guide

Success Inside and Out Steering Committee E-Mail Update 8/25/06

Project monetary donations

Jermain, Dunnagan, & Owens \$500.00

Total financial donations to date \$3,100.00

Conference program development

Pre-conference sign-up sessions are scheduled for August 31, Sept. 7, and Sept. 14. Janice Weiss, Karen Jenkins, and Brenda Aiken will facilitate the sessions.

Chief Justice Dana Fabe, Janice Weiss, and Brenda Aiken will meet with Superintendent Dean Marshall and correctional center staff on Monday, September 25 to update the staff on conference planning.

Conference logo

Twelve designs have been submitted by the participants for the logo contest. Indra is scanning the designs and next week the women will vote for the winning design.

Conference tote bags

Jana Hayenga is attempting to get bags donated. If anyone has suggestions, please contact Jana.

Goodie Bags

Karen Jenkins and Zonta has completed the good bags, however, they are still looking for make-up donations to add to the bag contents. If anyone has contacts, please contact Karen.

Planning lunch for Nov. 4 presenters

A short planning luncheon is tentatively scheduled for Thurs., Sept. 28th from 12:00-1:00 in the Snowden Administration Building Training Center for conference presenters. The purpose of this brief session is to give an overview of the entire program and discuss any other needs the presenters have prior to the conference.

Reminder: Next *Success Inside & Out* Steering Committee meeting is scheduled for **Friday, September 29 at 3:30 pm.**

Next Steering Committee Update—Friday, September 1

Thanks so much for all your work this week.

AGENDA

(Notes for meeting)

**Success Inside & Out
Hiland Mountain Correction Center Staff Meeting
Monday, September 25, 2006
9:00 A.M.
Hiland Mountain Correctional Center**

Participants: Chief Justice Dana Fabe, Alaska Court System
Mr. Dean L. Marshall, Superintendent
Ms. Janice Weiss, Steering Committee Member
Ms. Brenda Aiken, Program Coordinator
Hiland Mountain Correctional Center Staff



1. Tote bags
 - Schedule
 - Presenters' bios
 - Calculators
 - Notepads
 - Pens
 - 3 ring binder
 - Name tag (string)
 - Day timer
2. Display of winning logo
3. Stage set-up—Friday, Nov. 3
Take down—Monday, Nov. 6
4. Session descriptions and presenter bios
5. "Goodie bags" (Karen Jenkins)
6. Door prizes
7. Media Coverage & Photos - press, pictures, media
8. Props for use in program - Dynabands, clothing for models, other materials from presenters
9. Food and beverages for the day
10. Questions and concerns from staff



AGENDA

**Success Inside & Out:
A Professional Conference for the Women at
Hiland Mountain Correctional Center
Chief Justice Dana Fabe, Chair**

Presenters' Orientation Meeting
Thursday, September 28, 2006
12:00-1:00 P.M. (Lunch provided)
Alaska Court System
Snowden Administration Building Training Center

- | | | |
|----|---------------------------|-------------------------|
| 1. | Self-introductions | Presenters |
| 2. | Why this initiative? | Chief Justice Dana Fabe |
| 3. | Initiative organization | Brenda Aiken |
| | a) Pre-conference | |
| | b) Conference | |
| | c) Post-conference | |
| 4. | Who are the participants? | Janice Weiss |
| 5. | Presenter handouts | Brenda Aiken |

Presenters receive concurrent session assignments, room assignments, a list of participants in each session, participant input sheets, and general information.

- | | | |
|----|------------------------------------|--|
| 6. | Information needed from presenters | |
| | a) Printed materials | |
| | b) AV needs | |
| | c) License numbers | |
| 7. | Logistics/Directions to Hiland | |
| | a) Where to go | |
| | b) What to do | |
| | c) What not to bring | |
| 8. | Presenters' questions and concerns | |

Handouts: Concept paper, Inside & Out Steering Committee Members, program schedule, participant list, presenter bios, presenter information sheets, & participant input sheets.

AGENDA

Success Inside & Out Steering Committee Meeting Agenda

Friday, September 29, 2006

3:30-5:00 P.M.

Alaska Court System

Snowden Administration Building Training Center

Chief Justice Dana Fabe, Chair

1. *Welcome & introduction of new committee members*

*Charlotte Fox, Executive Director
Alaska State Council on the Arts*

*Heather Arnett, Executive Director
YWCA Anchorage*

*Mary Hughes, Alaska State Director
Office of U.S. Senator Lisa Murkowski*

2. *Conference logo winner & other entries* *Brenda Aiken/Janice Weiss*

3. *Conference updates*

- a) HMCC staff meeting report*
- b) Nov. 4 conference sessions report*
- c) Presenters' luncheon update*
- d) Donations report (handout)*
- e) Door prizes*
- f) Lunch boxes & refreshment update*

4. *Post-Conference Initiative Report* *Janice Weiss/Kathy Porterfield*

5. *Clothing Bank Initiative* *Jana Hayenga*

6. *Announcements*

a) Nov. 4, 6:00 p.m. - Reception Invitation *Chief Justice Fabe*

b) Steering Committee Nov. 4 sign-up *Brenda Aiken*

Other items *Committee Members*

Success Inside & Out Conference Planning Guide

Success Inside & Out

Steering Committee Meeting Minutes

Friday, September 29, 2006

3:30-5:00 pm

Alaska Court System—Snowden Administration Building

Present: Chief Justice Dana Fabe, Chair
Heather Arnette
Laura Brooks
Ellen Cole
Judge Sharon Gleason
Linda Good
Jana Hayanga

Mary Hughes
Karin Jenkins
Judge Nancy Nolan
Kathy Porterfield
Janice Weiss
Brenda Aiken

Unable to attend: Judge Elaine Andrews, Ellen Arvold, Pati Crofut, Linda Duck,
Charlotte Fox, Margi Mock

Welcome & Introductions

Chief Justice Fabe welcomed Heather Arnett and Mary Hughes, and Charlotte Fox to the committee.

Conference logo winner

Steering committee members viewed the logo contest entries. Thanks were given to artist Indra Arriaga and steering committee member Linda Duck for organizing the contest. All the women at Hiland Mountain had an opportunity to vote for the winning logo. The winning logo will be featured on conference materials and tote bag. The correctional center's print shop will print the logos on the conference bags.

Steering committee members received a scroll that contained conference participants' reflections on the conference theme—*Success Inside & Out*.

Conference Updates

Hiland Mountain Correctional Center Staff Meeting

The second organizational meeting was held on Sept. 25 with Superintendent Dean Marshall and Department of Corrections staff. The correctional center approved the conference agenda, tote bag contents, and "goodie bag" items and all general conference day activities.

Security staff decided that the facility would be on "lock down" during the conference hours and only those registered for the conference would be allowed in the areas designated for concurrent and plenary sessions.

Security staff requested the license numbers of steering committee members and presenters be provided prior to the conference and that all "outside" presenters check-in at 10:00 on the day of the conference. Brenda will collect the license numbers and send them to Hiland Mountain. Conference presenters and steering committee members will receive name badges on the day of the conference as they enter Hiland Mountain Correction Center.

(Note: After the meeting, Laura Brooks suggested that presenter bios contain only `professional information. Brenda will edit the bios for the conference booklet.)

Nov. 4 conference session report

All presenters have been confirmed and the conference agenda finalized. Each participant will receive an individualized agenda in their conference packet. Conference staging and sound system will be delivered and set-up on Nov. 3.

Presenters' meeting

A presenters' luncheon was conducted on Thurs., Sept. 28. Presenters were given an overview of security from the correctional center security staff, a list of participants in each of their concurrent sessions, and written input from session participants concerning information that would be helpful to them.

Presenters were asked to email their materials for printing to baiken@courts.state.ak.us as soon as possible.

Fundraising report

It was reported that cash donations equals \$5,100 and estimated in-kind donations equals \$6,600 for a total of \$11,700. Total expenses to date are \$2,103. Future conference expenses include program printing and binders. The steering committee agreed that any remaining funds and future donations would be used for post-conference programs and planning.

Door prizes

It was reported that DOC requires that door prizes not be transferable, used for barter, cashed-in, or be sold or traded. Donors will be notified of the restrictions. Janice Weiss will set up the door prize process for the conference. Participants must be present to win.

The prizes will be two 6-month memberships to the Alaska Club, a \$450. back to work *Out of the Closet* wardrobe, Chez Ritz cut and color, and Narin Studios cut, color and facial.

Lunch boxes and refreshments

Janice Weiss has coordinated the delivery of lunches and refreshments with the correctional center food service manager.

Post-Conference Initiative Report

Janice Weiss and Kathy Porterfield reported on the post-conference "brainstorming" meeting held at the offices of KPMG on September 15. The meeting was attended by Janice Weiss, Kathy Porterfield, Linda Duck, Jana Hayenga, and Brenda Aiken. The subcommittee identified three critical post-conference issues including: a resource person to connect women re-entering with available community services and resources; one-on-one mentoring for support; and further development of concurrent sessions offered at the Nov. 4 conference. The subcommittee identified possible funding sources for the post-conference initiative.

Janice also reported that Linda Duck recommended conducting focus groups comprised of conference participants to determine after conference needs. At the subcommittee meeting, Linda volunteered to contact Jean Craciun (founder of the Craciun Research Group) to see if she would train focus group facilitators and conduct the focus group session. The steering committee agreed with this approach and Ellen Cole recommended engaging APU justice study students as focus group facilitators. The steering committee thought this was a wonderful way to get other community members involved in the post-conference program. Brenda will relate the steering

Success Inside & Out Conference Planning Guide

committees' support for the post-conference focus group process to Linda.

The steering committee recommended developing a position paper for potential grantors and foundations after the focus group session.

Media/Press

Alaska Court System Court Initiates Attorney Barb Hood will be the photographer for the event. Linda Duck is contacting NPR reporter Elizabeth Arnold to do a piece on the conference and Janice Weiss has contacted KTUU news anchor, Maria Downey.

All necessary photo consent signatures will be gathered prior to the conference.

Clothing Bank Initiative

Jana Hayenga's research found that professional clothes are available at the Women's Resource Center and that Catholic Social Services has eliminated its clothing bank that was geared to more everyday clothing. Jana indicated there was a need to gather a simple wardrobe for each woman as she leaves the correctional facility. Jana will continue to work on ways to identify and deliver clothing to women upon re-entry.

Announcements

- Chief Justice Fabe will host an evening reception on Nov. 4 at her home for steering committee members, presenters, and Hiland Mountain conference staff and others who are involved in the conference. Invitations will be sent out the week of October 2.
- Committee members were informed that Mayor Mark Begich will be present for the Coalition for Prisoner Re-Entry meeting on November 13 held at Nine Star. The coalition is comprised of nonprofit and for profit entities working to publish services available to men and women upon re-entry. Steering committee members Janice Weiss, Laura Brooks, and Karen Jenkins will attend the meeting to represent the work of Success Inside & Out.

Note: Steering committee members and conference presenters will continue to receive conference updates during the month of October. Next Steering Committee Meeting TBA

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Success Inside & Out Steering Committee Meeting Tues., December 5, 2006 12:00-1:30 p.m.

Location: Alaska Court System
Snowden Administration Building
820 W. Fourth Avenue
Training Center

Lunch provided

Agenda

Welcome new committee member, Bernie Ruskin

1. Post-conference program—where do we go next? Chief Justice Fabe

Proposed option for committee consideration presented by
Janice Weiss, Linda Good, & Linda Duck.
 - A. Budget
 - B. Job Description
 - C. Goals
 - D. Non-profit status
 - E. Potential funding sources
2. Nov. 4 **Success Inside & Out** Conference Review Committee
 - A. What we did, what we learned, and what sessions we may consider for next year.
 - B. Success Inside & Out Budget Committee
(1) Suggestions for use of funds
3. Update on conference programs continuing at HMCC Karen Jenkins
Janice Weiss

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Success Inside and Out Steering Committee Meeting Summary

Alaska Court System

Snowden Administration Building Training Center

December 5, 2006

Present: Chief Justice Dana Fabe (chair), Ellen Arvold, Laura Brooks, Ellen Cole, Pati Crofut, Linda Duck, Charlotte Fox, Judge Sharon Gleason, Linda Good, Jana Hayanga, Mary Hughes, Margie Mock, Kathy Porterfield, Bernie Ruskin, Janet Weiss, Brenda Aiken (coordinator)

Unable to attend: Judge Elaine Andrews, Heather Arnett, Karen Jenkins, Judge Nancy Nolan

Meeting called to order at 12:15 p.m.

Chief Justice Fabe announced that the 2007 *Success Inside and Out Conference* is tentatively scheduled for Saturday, October 27. Brenda will confirm the date with Superintendent Dean Marshall in early June.

Success Inside & Out November 4 Conference Lessons: What did we learn? What next?

The committee recommended that:

- Concurrent sessions are increased to 45 minutes and schedule two plenary sessions.
- Registration is done alphabetically to expedite the process.
- Hiland Mountain Correctional Center set-up the conference to respond to DOC security concerns.
- Only conference participants are selected for interviews with the media.
- Participation guidelines are revised to consider furlough release dates for RSAT women.
- Concurrent conference sessions that become ongoing correctional center programs are replaced by newly identified needs.
- The housing concurrent session include the contract counselor who can follow-up with specific housing needs upon release.

It was noted by several committee members that some conference participants felt that only the participants should be models in the fashion show, do the registration, and serve the food. Committee members suggested that next year we should do a better job communicating to participants that they are there to enjoy and benefit from the conference which is why those who are not participating are doing the work. In addition, if participants do the work this would pull them away from their concurrent and plenary sessions.

Chief Justice Fabe will present the *Success Inside & Out* program to NAWJ in March. Janice Weiss and Brenda Aiken are preparing a *How to Kit* for distribution to NAWJ membership.

Recidivism Rates

Chief Justice Fabe asked the committee to consider the recidivism rate of conference participants as a way to measure the conference's success. Committee members agreed that measuring recidivism would be valuable information for grants and foundations. The committee discussed the best way to get this information. Janice Weiss and Laura Brooks stated that the Division of Mental Health tracks released women in housing programs. Mary Hughes suggested tracking the conference participants and interviewing two or three of the participants to access how the conference changed their lives. Committee members suggested that using the evaluation comments is another way of measuring initial conference success. Laura Brooks recommended talking to each participant's parole officer to determine the benefits. Janice Weiss agreed to contact the conference participants who are now Janice will contact the Hiland Mountain Correction Center to implement committee suggestions. A subcommittee will also address the "focus group" concept.

Post-Conference Initiative

Janice Weiss presented two draft documents describing the next steps for building a bridge between the conference and conference participants released back into the community.

Linda Good identified budgetary and structural issues in forming the “bridge” as well as establishing a “mentorship” aspect. Linda discussed the value of working with other agencies so that services are not duplicated.

Committee members discussed the first steps in developing *Bridge to Success* as a nonprofit separate from the *Success Inside and Out Conference*. Kathy Porterfield noted that it takes several months to set up a new nonprofit and that the committee should explore working with an existing nonprofit whose mission would encompass this program.

The committee identified several existing nonprofits that may be able to house *Bridge to Success* including Arts on the Edge, the YWCA and the Bar Foundation. (*Note: At the meeting, the steering committee agreed to approach the Bar Foundation about initially housing the Bridge to Success. Since the meeting, several committee members wanted to revisit this issue. As a result, the subcommittee will meet in December to identify all the options available and clarify the goals of the initiative before approaching the Bar Foundation and any other entities. Kathy Porterfield has offered to spearhead this endeavor. Steering committee members will be kept apprised of the subcommittee’s findings.*)

A subcommittee will address the aspects of establishing the Bridge to Success Initiative. Subcommittee members are: Linda Good, Janice Weiss, Linda Duck, Bernie Ruskin, Margie Mock, and Jana Hayenga. Brenda Aiken will assist the committee in its initial work and serve as the liaison to the *Success Inside & Out Steering Committee*.

Focus Group Initiative Subcommittee

Committee members are: Janice Weiss, Ellen Cole, and Laura Brooks. Brenda Aiken will serve as the contact for this committee.

Other

Committee members suggested inviting Governor Palin to the 2007 conference. When the date is finalized, Chief Justice Fabe will send Governor Palin an invitation along with 2006 conference materials, photo CD, and a conference bag.

Success Inside & Out Steering Committee

The *Success Inside & Out Steering Committee* will meet in June to prepare for the next conference. If the committee needs to meet before June, the committee members will be notified. Periodic email updates on subcommittee work will be sent to steering committee members.

Meeting adjourned at 1:30.



Judge Nancy Nolan, Judge Patricia Collins and Project Coordinator Brenda Aiken celebrate the end of the day at Hiland Mountain Correction Center