

INMATE WELFARE COMMITTEE MEETING - MINUTES

Tuesday, March 28, 2017

Main Conference Room – Ridgehaven

ATTENDANCE

Voting Members Present:

Acting A/S Hernandez
Acting Cmdr. Clamser
Cmdr. Ingrassia, DSB
Capt. Duke, GBDF

Capt. Flynn, SDCJ
Capt. Frierson, LCDRF
Capt. Schroeder, VDF

Lt. Glick, SBDF
Christine Brown-Taylor, RSD
Burma Dunn, Public Member

Voting Members Absent:

A/S Miller, DSB

Cmdr. Brown, DSB

Other Guests:

Capt. Pena, RMDF
Capt. Madsen, DSD
Sgt. Manning, DSD

Rebecca Cardenas, RSD
Patricia Ceballos, RSD
David King, Commissary

Heather Rice, Budget

- I. **CALL TO ORDER:** Acting Commander Clamser called the meeting to order at 0904 hours.
- II. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Schroeder/Duke) to approve the minutes dated February 28, 2017. **MOTION CARRIED TO APPROVE.**

III. **OLD BUSINESS:**

A. **Jail Stores Pricing - Christine Brown-Taylor**

Information was provided on how items sold through Jail Stores Commissary are being compared and priced; many similar to 7/11 convenience stores. When new vendor contract is awarded, pricing will be revisited as costs will likely change. A recommendation to reduce the price of reading glasses was discussed. It was agreed that current price was reasonable.

B. **Staffing for Stepping Up - Christine Brown-Taylor**

Staffing for Stepping Up is on hold until future funding is identified. A meeting with Dorothy Thrush will be held in the future to discuss the budget and what the projected budget looks like to operate the program.

IV. **NEW BUSINESS:**

A. **Funding Request for the George Bailey Counseling Office - Rebecca Cardenas**

A funding request was made to update the counseling office at George Bailey Detention Facility; furniture is not functional for the space and carpet needs replacing. A discussion regarding the use of Inmate Welfare Funds for this project lead to a request to review past funding for furniture and to possibly seek funding through the General Fund.

Christine Brown added that a quote was requested for minor updates to the Vista Detention Facility's counseling office, but costs would not rise to the level of GBDF's project. Captain Schroeder requested to review plans for possible input, prior to approving.

Reduction in eCommerce Fees - David King

Due to county statute on transaction fees, the eCommerce website transaction fee will be reduced by \$1 beginning April 1st (Board of Supervisors approval pending). A chart was shown on how the reduction will impact the Inmate Welfare Fund.

B. **Reduction in Probation Telephone Commission - Christine Brown-Taylor**

The Grand Jury has requested to formalize the phone commission percentage Probation receives from the Sheriff's Department with an MOU; currently at 5%. A possible reduction in commission to Probation was discussed.

V. **ACTION ITEMS**

- A. **Approval of Telephone Commission for Probation:** MOTION made and seconded (Dunn/Hernandez) to approve the current rate of 5% commission to Probation. **MOTION CARRIED TO APPROVE.**

VI. **OFF AGENDA:**

Captain Pena - South Bay Detention Facility provided funds to assist Rock Mountain Detention Facility's in purchasing some exercise equipment.

Christine Brown - While reviewing your Inmate Welfare Budget, if there are items still to be purchased during this fiscal year but there is a lack of funds, please contact the Inmate Services Division for possible transfer of available funds from other accounts.

ADJOURNMENT: 0932 Hours

NEXT MEETING: Tuesday, April 25, 2017 at 0900 hours
Main Conference Room - Ridgehaven