

INMATE WELFARE COMMITTEE MEETING - MINUTES

Tuesday, March 28, 2017

Main Conference Room - Ridgheaven

ATTENDANCE

Voting Members Present:

Cmdr. Hernandez, DSB
Cmdr. Ingrassia, DSB
Capt. Clamser, EMRF

Capt. Duke, GBDF
Capt. Flynn, SDCJ
Capt. Frierson, LCDRF

Lt. Glick, SBDF
Burma Dunn, Public Member

Voting Members Absent:

A/S Miller, DSB

Cmdr. Brown, DSB

Christine Brown, RSD

Other Guests:

Capt. Pena, RMDF
Sgt. Manning, DSD
Sgt. Wilson, ISD

Van Dao, Fin. Svcs.
Vincent Devera, Fin. Svcs.
David King, Commissary

Heather Rice, Budget
Sanford Toyen, Legal

- I. **CALL TO ORDER:** Commander Ingrassia called the meeting to order at 0904 hours.
- II. **APPROVAL OF MINUTES:** MOTION made and seconded (Flynn/Clamser) to approve the minutes dated March 28, 2017. **MOTION CARRIED TO APPROVE.**
- III. **OLD BUSINESS:**

1. **3rd Quarter Financial Report** - Alisanne Guido

Jail Stores Commissary ending March 31, 2017 - Actual vs. Budgeted Revenues; collected 87% with 13% remaining, projected to exceed FY 2015/2016 by 10%. Actual vs. Budgeted Expenditures; expended 78% with 22% remaining, projected to increase by 5%. Future revenues may be lower due to the \$1 reduction of the eCommerce transaction fee. Revenues by facility were shown and discussed.

Inmate Welfare Fund ending March 31, 2017 – Actual vs. Budgeted Revenues; 57% collected with 43% remaining, mostly due to the timing of the Securus commissions but expected to go up. Anticipate staying on track to last year's number. Expenditures by facility were reviewed. Largest percentage of revenue coming from phone commissions which are 50% of the revenues with eight months still forthcoming. Revenues collected are at 30% with 70% remaining. A graph of the ADA Units by Comparison (by facility) was shown and reviewed. Top ADA classes receiving the most ADA; culinary arts, laundry and the sewing programs.

- IV. **APPROVAL OF 3rd QUARTER FINANCIAL REPORTS:** MOTION made and seconded (Duke/Schroeder) to approve the 3rd Quarter Financial Report. **MOTION CARRIED TO APPROVE.**

V. **NEW BUSINESS:** NONE

VI. **OFF AGENDA:**

David King - A sample packet of melatonin gummies were shown and discussed to make available for inmate purchase through the commissary. Commander Hernandez said Medical Services was onboard.

Frito Lay is voluntarily recalling the Kettle Jalapeno Chips; an email was sent to the facilities, the commissary will pick up unopened packages from inmates.

ADJOURNMENT: 0922 Hours

NEXT MEETING: Tuesday, May 23, 2017, at 0900 hours
Main Conference Room - Ridgehaven