

INMATE WELFARE COMMITTEE MEETING - MINUTES

Tuesday, June 27, 2017

Main Conference Room - Ridgehaven

ATTENDANCE

Voting Members Present:

A/S Miller	Capt. Duke, GBDF	Capt. Schroeder, VDF
Cmdr. Hernandez	Capt. Flynn, SDCJ	Christine Brown-Taylor, RSD
Cmdr. Ingrassia, DSB	Capt. Frierson, LCDRF	Burma Dunn, Public Member
Capt. Clamser, EMRF		

Voting Members Absent:

Cmdr. Brown, DSB	Lt. Glick, SBDF
------------------	-----------------

Other Guests:

Capt. Pena, RMDF	Michelle Aguinaldo, ISD	David King, Commissary
Capt. Madsen, DSD	Patricia Ceballos, RSD	Heather Rice, Budget
Sgt. MacLyman, DSD	Van Dao, Fin. Svcs.	Steven Tamayo, ISD
Sgt. Manning, DSD	Vincent Devera, Fin. Svcs.	

- I. **CALL TO ORDER:** Captain Madsen called the meeting to order at 0902 hours.
- II. **INTRODUCTION:** Steven Tamayo, new Admin Analyst III for the Inmate Services Division, was introduced.
- III. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Flynn/Clamser) to approve the minutes dated April 25, 2017. **MOTION CARRIED TO APPROVE.**

IV. **OLD BUSINESS:**

A. **Update on Grossmont Contract - Michelle Aguinaldo**

Educational Services Academic CTE contract RFP yielded one proposal. Intent to Award was given to Grossmont; hoping to execute a contract by the end of July. Changes to new contract were briefed. The initial cost for the firm and fixed contract will be higher.

B. **Update on Psych/Social Contract - Michelle Aquinaldo**

RFP for existing Psych/Social contract yielded very few bids; Intent to Award given to Healthy Relationships who will provide similar classes. A separate RFP went out for New Psych/Social classes; opportunity for organizations to propose new classes for the inmate population. With additional contracts and deliverables being requested, additional maintenance and monitoring will be needed from Reentry Services.

Reentry Services is working with HHSA on an RFP for substance abuse; more providers are needed.

C. **FCC Ruling Overturned - Captain Clamser**

The U.S. Court of Appeals for the District of Columbia ruling in favor of Securus was briefed; FCC lacks authority to set rates for intra-state calls, has no jurisdiction over video-visitations and that excluding site commission payments from the cost used to set rate cap is unlawful.

D. **Update on Workforce Partnership Funding – Christine Brown & Captain Clamser**

Providing Work Force Partnership funding through a Joint Partnership Agreement for the job center at EMRF and Lcdrf was discussed.

V. **NEW BUSINESS:**

A. **Mail Room – Lieutenant MacLyman**

The Centralized Mail Room project and how it originated was briefed and discussed. The mail room committee traveled to Florida to see the operation of a vendor operated system by Mail Guard; who offer tablets and some internet access to inmates as well. A request was made for a Mail Room RFI. Heather Rice reminded the committee that since fees are involved, it will need to go to the Board of Supervisors. Christine Brown requested someone from Reentry Services be included in the RFI process. Captain Schroeder requested someone from Facilities Maintenance be added as well.

B. **Thinking for a Change Training – Christine Brown**

Thinking for a Change training for sworn and for counselors were briefed. Training was previously budgeted for, but there may be prepping items involved. Burma Dunn requested to audit the class.

VI. **ACTION ITEMS**

A. **Approval of RFI for Mail Room Project for interest in procuring an electronic mail system:**

MOTION made and seconded (Schroeder/Ingrassia) to approve. MOTION CARRIED TO APPROVE.

VII. **OFF AGENDA:**

Burma Dunn – An article was shared on a program for inmates who make and can order pizza for delivery.

Christine Brown – There is a staff study for delivery service for the barista program for inmate purchase; still working on the idea.

Lt. MacLyman – With many programs being rolled out, a strategic planning committee is being convened; requesting staff from each facility to assist in work analysis, work flow process, etc. Lt. MacLyman will be contacting Vista and Rock Mountain soon, as all of the other facilities are represented.

David King – To avoid future credit card scams, no additional money from credit cards will be added to inmate books within 3 days of their release date.

ADJOURNMENT: 0950 Hours

NEXT MEETING: Tuesday, ~~July 25, 2017~~ at 0900 hours **Canceled**
Main Conference Room – Ridgehaven
Next meeting August 22, 2017