

INMATE WELFARE COMMITTEE MEETING – MINUTES

Tuesday, December 13, 2016, 2016

0900 Hours

Main Conference Room – Ridgehaven

ATTENDANCE:

A/S Miller, DSB
Cmdr. Brown, DSB
Cmdr. Hernandez, DSB
Cmdr. Ingrassia, DSB
Capt. Clamser, EMRF
Capt. Duke, GBDF
Capt. Flynn, SDCJ
Capt. Frierson, LCDRF

Capt. Madsen, DSD
Capt. Pena, RMDF
Capt. Schroeder, VDF
Lt. Kneeshaw, DSD
Lt. Wicklander, SBDF
Sgt. Wilson, RSD

Christine Brown-Taylor, RSD
Van Dao, Fin Svcs
Vincent Devera, Fin Svcs.
Burma Dunn, Public Member
Alisanne Guido, ISD
Heather Rice, Budget
Sanford Toyen, Legal

- I. **CALL TO ORDER:** Commander Brown called the meeting to order at 0903 hours.
- II. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Flynn/Clamser) to approve the minutes dated October 25, 2016. **MOTION CARRIED TO APPROVE.**
- III. **OLD BUSINESS:**
- A. **Bylaws/Operation Plan Revisions** – Alisanne Guido
Bylaw revisions were sent out to the committee; changes were reiterated.
- B. **Contracts for Psych/Social and Education/Vocational** – Christine Brown
An update was given on the Request for Proposal (RFP) for both the Psych/Social and Educational/Vocational contracts. A source selection committee has been formed for Psych/Social; a meeting will be held this month to review the proposals which should be received by December 15th.
- IV. **NEW BUSINESS:**
- A. **Strategic Plan** – Christine Brown
A strategic plan is being developed at the recommendation of the Auditor and Grand Jury. It will be modeled after the county's strategic plan.
- V. **ACTION ITEMS**
- A. **Approval of Bylaw Revisions:** **MOTION** made and seconded (Schroeder/Wicklander) to approve the amended Bylaws. **MOTION CARRIED TO APPROVE.**
- VI. **OFF AGENDA:**
- Vincent Devera** – Wells Fargo is no longer monitoring us for chargebacks based on the last two months of chargeback activity which drastically decreased. A notice from TPC stated that an RFP will go in October 2017 for banking services.
- Capt. Schroeder** – Asked the facility captains to check with their facility for Ad Seg garments from VDF that may have been transferred with inmates.

Lt. Wicklander – The RMDF transition team will be putting together a needs list for inmate welfare items; TV's throughout the facility, workout equipment, etc. in the next three months or so.

Alisanne Guido – The Securus commission checks were coming in delayed; electronic deposit has been set up and have received our first check electronically.

Now in contract with Sysco for coffee cart items.

Board Letter of expenditures for 2015/2016 is currently with the Public Safety Group for review and will present in January.

Directions for Sole Source contracts were briefed; should not be specific with request.

Cmdr. Ingrassia – The Governor's veto on legislation for video visits was discussed. The BSCC has formed a group to come up with language on video visits for those who already have it in place. DSB's plan for video visits was briefed.

ADJOURNMENT: 0950 Hours

NEXT MEETING: TUESDAY, DECEMBER 13, 2016
1030 HOURS
RIDGEHAVEN – MAIN