

**INMATE WELFARE COMMITTEE MEETING
M I N U T E S
TUESDAY, MARCH 26, 2019
0900 HOURS
RIDGEHAVEN, MAIN CONFERENCE ROOM**

ATTENDANCE

Voting Members Present:

A/S Ingrassia, DSB	Capt. Kneeshaw, SDCJ	Lt. Kamoss, SBDF
Cmdr. Brown, DSB	Capt. Lovelace, VDF	Christine Brown, RSD
Cmdr. Maryon, DSB	Capt. Madsen, LCDRF	Burma Dunn, Public Member
Capt. Flynn, EMRF	Lt. Arkwright, GBDF /FAC 8	

Other Guests:

Capt. Buchanan, DSD	Rebecca Cardenas, RSD	Fatima Pia, MSB
Capt. Frierson, MSD	Patricia Ceballos, RSD	Eunice Ramos, MSB
Sgt. Froistad, RSD	Josette Ford, OOS	Steven Tamayo, RSD
Michelle Aguinaldo, RSD	Larry Mendez, FSD	

- I. **CALL TO ORDER:** Capt. Buchanan called the meeting to order at 0900 hours.
- II. **INTRODUCTION:** Sergeant Eric Froistad from Reentry Services
- III. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Madsen/Kneeshaw) to approve the minutes dated February 26, 2019. **MOTION CARRIED TO APPROVE.**
- IV. **OLD BUSINESS:**

No old business to discuss.
- V. **NEW BUSINESS:**
 - A. Inmate Welfare Committee Bylaws, Reserve Balance – Steven Tamayo
A presentation was given outlining different options for determining the minimum reserve balance, ensuring that we maintain the operational budget.
 - B. Print Shop – Rebecca Cardenas and Steven Tamayo
Statistics were shown addressing the benefits, challenges and costs of the Print Shop. Committee members discussed options going forward. Reentry Services staff to research cost benefit analysis of outsourcing all print shop functions and report back to the committee at a future date.
- VI. **ACTION ITEMS:**
 - A. Approve revision of Section M in the Inmate Welfare Committee Bylaws from 50% reserve to 120 days of funding: **MOTION** made and seconded (Buchanan/Kamoss) to approve the suggested revisions. **MOTION CARRIED TO APPROVE.**

VII. **OFF AGENDA:**

Michelle Aguinaldo – Provided an update on the impact of removing the coffee and zip lock items from commissary and website sales items, such as the Mexican and Healthy packs, has amounted to a net 5% decrease in total sales from last fiscal year.

Patricia Ceballos – The HSAT graduation will be held tomorrow at SDCJ at 9:00 am.

VIII. **ADJOURNMENT:** 1005 hours

NEXT MEETING:

CHAIR: Captain Frierson
Tuesday, April 23, 2019
0900 Hours
Ridgehaven, Main Conference Room