

**INMATE WELFARE COMMITTEE MEETING
M I N U T E S
TUESDAY, AUGUST 25, 2020
0900 HOURS
MICROSOFT TEAMS MEETING**

ATTENDANCE

Voting Members Present:

A/S Clamser	Capt. Flynn, EMRF	Lt. Buchanan, LCDRF
Cmdr. Brown	Capt. Lovelace, VDF	Christine Brown, RSD
Cmdr. Frierson	Capt. Smith, GBDF/FAC 8	Will Nemchek, FSD
Cmdr. Turner	Lt. Adamos, SBDF	Burma Dunn, Public Member
Capt. Buchanan, SDCJ		

Other Guests:

Undersheriff Barnett	Michelle Aguinaldo, RSD	
Capt. Duke, MSD	Patricia Ceballos, RSD	Fatima Pia, MSB
Capt. Kneeshaw, DSD	Josette Ford, OOS	Eunice Ramos, MSB
Lt. Manning, DSD	Dane Gapuz, RSD	Sanford Toyen, Legal
Sgt. Froistad, RSD	David King, RSD	

- I. **CALL TO ORDER:** Christine Brown called the meeting to order at 0902 hours.
- II. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Flynn/Turner) to approve the minutes dated June 23, 2020. **MOTION CARRIED TO APPROVE.**
- III. **OLD BUSINESS:**

No old business to discuss.
- IV. **NEW BUSINESS:**
 - A. **FY 2019-20 1st, 2nd and 3rd Quarter Jail Stores Financial Amended Report** – Michelle Aguinaldo
Ms. Aguinaldo presented amended financial reports for the first three quarters of FY 2019-20.
 - B. **FY 2019-20 4th Quarter Financial Report** – Dane Gapuz
Mr. Gapuz presented the 4th Quarter financials outlining the revenues, expenditures, and fund balances of the Jail Stores Commissary and Inmate Welfare Fund.
 - C. **FY 2019-20 Inmate Welfare Fund Overview** – Dane Gapuz
Mr. Gapuz gave an overview of the Inmate Welfare Fund which shows outlined program costs related to the different programming opportunities for the inmates.
 - D. **Inmate Voting** – Patricia Ceballos
Ms. Ceballos updated the Committee on inmate voter registration. We will be working with the League of Women Voters and the Correctional Counselors will be facilitating many more registrations than prior years due to changes from the Registrar of Voters processes.
 - E. **Print Shop Building** – Captain Dennis Flynn and Christine Brown
Captain Flynn presented an update on the floorplan and asked if anyone had any other ideas on usage.

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- F. Review of Inmate Welfare Bylaws – Commander Erika Frierson
Command would like to modify the Bylaws to include the Captains overseeing the Detentions Support Division and the Medical Services Division as voting members.

V. ACTION ITEMS:

- A. Approve FY 2019-20 1st, 2nd and 3rd Quarter Jail Stores Financial Amended Report
MOTION made and seconded (Turner/Buchanan) to approve the Amended FY 2019-20 1st, 2nd and 3rd Quarter Jail Stores Financial Reports.
MOTION CARRIED TO APPROVE.
- B. Approve FY 2019-20 4th Quarter Financial Report
MOTION made and seconded (Frierson/Flynn) to approve the FY 2019-20 4th Quarter Financial Report.
MOTION CARRIED TO APPROVE.
- C. Approve Reutilization of the Print Shop Building
MOTION made and seconded (Flynn/Smith) to approve moving the bike shop and part of the warehouse to the old print shop building.
MOTION CARRIED TO APPROVE.
- D. Approve Modification of the Inmate Welfare Committee Bylaws
MOTION made and seconded (Frierson/Flynn) to approve amending the bylaws to include all Captains as voting members.
MOTION CARRIED TO APPROVE.

OFF AGENDA:

Captain Lovelace – Is there a possibility of purchasing liquid hand soap as opposed to bar soap? The inmates in Upper West housing have used the bar soap for other purposes.

David King – Transgender inmates can now purchase female items. We currently don't have a system in place to allow for the orders to be processed without manually entering each order.

Christine Brown – SB 555 was introduced last year, and it is at the end of its two-year cycle with no movement since August 2019. The bill has been amended and is very active, passing the second reading. Key points of the bill are the price of each commissary item cannot be above 10% what was paid to the vendor; phone calls cannot exceed 5 cents per minute; and no more than 25 cents per minute for video calls. If passed, it will have a substantial impact on the Inmate Welfare Fund.

Undersheriff Barnett – The CSSA has been working hard to make sure that SB 555 does not get passed. Thank you to Captain Buchanan and Captain Lovelace for your hospitality when I recently visited your facilities. I look forward to visiting the other facilities in the future.

VI. ADJOURNMENT: 1016 hours

NEXT MEETING:

CHAIR: Captain Smith
Tuesday, September 22, 2020
0900 Hours
Microsoft Teams Meeting