

**INMATE WELFARE COMMITTEE MEETING
M I N U T E S
TUESDAY, JULY 23, 2019
0900 HOURS
RIDGEHAVEN, MAIN CONFERENCE ROOM**

ATTENDANCE

Voting Members Present:

Cmdr. Brown, DSB	Capt. Hays, SDCJ	Sgt. Villa, SBDF
Cmdr. Frierson, DSB	Capt. Flynn, EMRF	Patricia Ceballos, RSD
Cmdr. Maryon, DSB	Capt. Lovelace, VDF	Larry Mendez, FSD
Capt. Buchanan, GBDF /FAC 8	Capt. Madsen, LCDRF	Burma Dunn, Public Member

Other Guests:

Capt. Duke, MSD	David King, RSD	Eunice Ramos, MSB
Lt. Manning, DSD	Michelle Pena, RSD	Steven Tamayo, RSD
Michelle Aguinaldo, RSD	Fatima Pia, MSB	Sanford Toyen, Legal
Dane Gapuz, RSD		

- I. **CALL TO ORDER:** Capt. Flynn called the meeting to order at 0900 hours.
- II. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Madsen/Lovelace) to approve the minutes dated May 28, 2019. **MOTION CARRIED TO APPROVE.**
- III. **OLD BUSINESS:**

No old business to discuss.
- IV. **NEW BUSINESS:**
 - A. Sweets and Snacks Conference – Michelle Pena
Michelle Pena and David King attended the National Confectioners Association Sweets & Snacks Expo in Chicago in May. Ms. Pena shared the highlights of new vendors as well as new products to be considered for our Commissary program.
 - B. FY 2018-19 Commissary in Review – David King
Mr. King gave a review of commissary sales for last fiscal year. Total sales were down approximately 4%, with gift packs down approximately 11%. Website sales accounted for 76% of the total deposits, and phone time sales were almost the same as last fiscal year.
 - C. Commissary SWOT Analysis – David King
Mr. King gave a detailed presentation on the Strengths, Weaknesses, Opportunities, and Threats (SWOT) of the Commissary Division.
- V. **ACTION ITEMS:**

No Action Items
- VI. **OFF AGENDA:**

Patricia Ceballos – August 2nd is the Success Inside and Out event at LCDRF. The Culinary Arts graduation at EMRF went well. The Yoga documentary was filmed on July 23rd.

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VII. ADJOURNMENT: 0943 hours

**NEXT MEETING: CHAIR: Captain Kneeshaw
Tuesday, August 27, 2019
0900 Hours
Ridgheaven, Main Conference Room**