

INMATE WELFARE COMMITTEE MEETING
MINUTES
TUESDAY, JUNE 23, 2020
0900 HOURS
MICROSOFT TEAMS MEETING

ATTENDANCE

Voting Members Present:

A/S Clamser	Capt. Flynn, EMRF	Capt. Smith, GBDF/FAC 8
Cmdr. Frierson, DSB	Capt. Lovelace, VDF	Lt. Bulhuis, SBDF
Capt. Buchanan, SDCJ	Capt. Madsen, LCDRF	Christine Brown, RSD
		Burma Dunn, Public Member

Other Guests:

Capt. Duke, MSD	Michelle Aguinaldo, RSD	David King, RSD
Capt. Kneeshaw, DSD	Rebecca Cardenas, RSD	Fatima Pia, MSB
Lt. Manning, DSD	Patricia Ceballos, RSD	Eunice Ramos, MSB
Sgt. Froistad, RSD	Dane Gapuz, RSD	

- I. **CALL TO ORDER:** Captain Buchanan called the meeting to order at 0902 hours.
- II. **APPROVAL OF MINUTES:** **MOTION** made and seconded (Flynn/Smith) to approve the minutes dated April 28, 2020. **MOTION CARRIED TO APPROVE.**
- III. **OLD BUSINESS:**

No new business to discuss.
- IV. **NEW BUSINESS:**
 - A. **RSD Reopening Plan** – Patricia Ceballos
Ms. Ceballos gave an update on the preparation for reopening Reentry Services relating to classroom setup, sanitation practices, and social distancing.
 - B. **FY 20-21 CAO Recommended Op Plan (revised)** – Dane Gapuz and Michelle Aguinaldo
Mr. Gapuz and Ms. Aguinaldo presented the revised Op Plan showing a 6% reduction in the Jail Stores Operating Budget and Revenue. The revised Inmate Welfare Fund shows a 15% reduction from the proposed Op Plan.
 - C. **CIVICS Vehicles** – Sgt. Froistad
Sgt. Froistad advised that one CIVICS vehicle has been delivered and one is still being outfitted. He also explained some of the features and abilities of the new vehicles.
 - D. **Print Shop Building** – Christine Brown and Captain Flynn
Captain Flynn presented a proposal for reutilizing the old Print Shop building. The Bike Shop, CIVICS Deputies, an inmate classroom, warehouse space, and bike storage can be moved into the space available. The Committee has decided not to vote on the reutilization plan until everyone has had a chance to review the suggested plan and provide input.

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V. **ACTION ITEMS:**

No Action Items.

OFF AGENDA:

Michelle Aguinaldo - Thank you for everyone's patience in switching over to USA Today from the Union Tribune.

Christine Brown – We will be working with the other contractors that provide services in the future on how they will provide remote learning to the inmates.

Rebecca Cardenas – We received a preliminary copy of the new inmate handbook. The option that was chosen by the Committee will be cost prohibitive at \$93.75 per book. The tape bound version is nice and costs \$6.50 per book.

David King – We have found that delivering inmate bar soap to facilities multiple times a week is excessive. Now, when your facility needs bar soap, please email Commissary and we will deliver the soap the next time we go to the facility.

VI. **ADJOURNMENT:** 0938 hours

NEXT MEETING:

**CHAIR: Captain Madsen
Tuesday, July 25, 2020
0900 Hours
Ridgehaven, Main Conference Room**