

**DETENTION CENTER COMMISSION  
MINUTES OF MEETING  
April 20<sup>th</sup>, 2017**

**The Detention Center Commission met this date at 3:30 P.M., in the Union Parish Police Jury meeting room, Union Parish Courthouse Annex, Farmerville, Louisiana. Present were: Lanny Parker (UPPJ), Charles Sawyer (UPPJ), John Belton (District Attorney), Dusty Gates (Union Parish Sheriff) and Chief Bim Culbertson (Town of Farmerville).**

Mr. Parker called the meeting to order and welcomed everyone. Mr. Belton led the group in prayer. Roll call was taken. Mr. Parker asked if anyone in the audience would like to register for public comment. No one registered for public comments.

**Motion made by Chief Culbertson seconded by Sheriff Gates and declared adopted by Roll Call vote to approve the agenda with one addition:**

- 12      Discuss and take action, if necessary concerning an outstanding payment to Green Oaks Juvenile Detention Center.**

**Motion made by Mr. Belton and seconded by Chief Culbertson to adopt the minutes of the Thursday, March 30<sup>th</sup>, 2017 meeting. Motion carries unanimously.**

**Brief Recess ... *Sheriff Gates arrives at 3:42 P.M.***

**Warden's Comments**

The Detention Center is authorized for 391 beds. As of April 19, 346 beds were occupied. The breakdown is as follows:

70 are Work Release  
114 are Unsentenced/pretrial  
13 are Parish sentenced  
149 DOC

We have nine pending for work release. After speaking with the state today we should be getting 15 to 25 inmates soon. Room and board for the month of March was \$60,826.00. The commission from commissary and phones for the month of March totaled approximately \$37,000.00 of which monies were deposited into Inmate Welfare Fund.

Changes that have been made in the last couple of weeks include (1) non-essential vehicles have been stopped from entering the compound – trustees are walked out in the mornings; (2) trustee uniforms are black/white for off compound workers and green/white for on compound workers; and (3) trustees have been instructed not to talk to free people.

**Motion made by Chief Culbertson, seconded by Sheriff Gates authorizing the addition of Ruby Stanley as authorized signer on the UPDC accounts and removal of Karen Hoyle. Motion carries unanimously.**

**Motion made by Sheriff Gates, seconded by Chief Culbertson to pay three transportation worker's salary including benefits out of the Inmate Welfare Fund. Motion carries unanimously.**

A brief discussion was held on the purchase of an ice machine and a buffer. Warden Copes was asked to get three quotes on the buffer. **Motion made by Mr. Sawyer, seconded by Mr. Belton to authorize the purchase of an ice machine. Motion carries unanimously.**

A brief discussion was held on the purchase of another van. Warden Copes had looked for vans that would be more suitable to have a cage/partition installed. He could not find anything suitable in the price range he was allotted. The purchase of another van was previously authorized. **No action taken.**

A discussion was held on food purchases and the possibility of changing companies. Three proposals have been obtained. The food cost for the month of March is \$3.31 per inmate per day on food. This does not include bread. If you add back in the bread cost then you are up to \$3.50 a day. By changing companies, we can get the cost down to 2.40 or 2.30 a day. The company will write the menus, provide the recipes, provide a four-cycle menu (different menu each week) and the inventory will be computerized. The food quality will not be compromised. The prices will be set for six months. Currently, there is too much food being cooked because there are not any recipes to follow. LAMM Food Service will provide training to help keep the cost down. If the food service company was changed from Merchants to LAMM then the savings could be at least \$100,000 a year. Currently, we do not have a contract with Merchants – only an agreement. Warden Copes recommends LAMM Food Service and provides a copy of their proposal. Mr. Belton asks that the agreement with LAMM Food Service be provided to the Secretary-Treasurer so she can forward to the attorney for review. **No action taken.**

A discussion was held on a Jail Management System/Commissary. Warden Copes has with him a proposal from Tiger and a proposal from Correct Commissary. The proposal from Tiger is too expensive. The proposal from Correct Commissary does not cost as much. They are proposing a Jail Management System at no cost, but would like a percentage of the commissary for five years. Warden Copes is recommending to go with a proposal from Jeff Britt (no copy of proposal is provided). The commissary would stay the same, but the Jail Management System would cost \$20,000. They would provide the computers, upgrade the server and train the personnel. The commission requested that Warden Copes provide a copy of the proposal to the Secretary-Treasurer so she can forward to the attorney for review. **No action taken.**

A discussion was held on an outstanding bill from Green Oaks Juvenile Detention Center. This bill has been outstanding since August 2015. Green Oaks holds one bed for Union Parish and due to the outstanding invoice the bed has not been utilized. Sheriff Gates is asking that the **\$610.54** invoice be paid so that the bed may be used. **Motion made by Mr. Belton, seconded by Chief Culbertson to pay Green Oaks Juvenile Detention Center the amount of \$610.54. Motion carries unanimously.**

**Motion made by Mr. Sawyer and seconded by Sheriff Gates for Commission to enter into executive session for personnel/security issues. Roll call vote: YEAS 5, NAYS 0, ABSENT 0.**

**Motion made by Mr. Sawyer, seconded by Chief Culbertson for Commission to come out of executive session and to return to meeting; no action taken in executive session. Roll call vote: YEAS 4, NAYS 0, ABSENT 1. (Mr. Belton left during executive session).**

**Motion made by Sheriff Gates, seconded by Mr. Sawyer that the Union Parish Detention Center employees be given raises per Warden Copes recommendation; raises will be financed through attrition. Motion carries unanimously.**

**Motion made by Chief Culbertson, seconded by Mr. Sawyer that Warden Copes be granted a \$400 a month car allowance. Motion carries unanimously.**

**There being no further business to come before the commission, Mr. Parker declared the meeting adjourned upon motion by Chief Culbertson, seconded by Mr. Sawyer, on this the 20<sup>th</sup> day of April, 2017.**

Lanny Parker, Chairman  
Paula Strickland Sec-Treasurer