

**DETENTION CENTER COMMISSION
MINUTES OF MEETING
May 10th, 2018**

The Detention Center Commission met this date at 3:00 P.M. in the Union Parish Police Jury meeting room, Union Parish Courthouse Annex, Farmerville, Louisiana. Present were: Lanny Parker (UPPJ), Jerry W. Taylor (UPPJ), Dusty Gates (Union Parish Sheriff), Chief Bim Culbertson (Town of Farmerville) and John Belton (District Attorney).

Mr. Parker called the meeting to order and welcomed everyone. Sheriff Gates led the group in prayer. Roll call was taken. Mr. Parker asked if anyone in the audience would like to register for public comment. Darline Andrews, 404 Pleasant Hill Lane, Ruston addressed the commission concerning her son. Mrs. Andrews has a son in the Detention Center and she would like to find out how to get his bond reduced. Her son has a public defender that she can never get in touch with. She states that her son has been in the Detention Center for approximately a year. Sheriff Gates asked that Mrs. Andrews come see him Monday morning and he would try and find out some information about her son. Lennie Smith of Spearsville also spoke about Mrs. Andrews son. A visitation form has been sent in for Mrs. Andrews son and nobody has heard anything back from the visitation form. Warden Copes will check into this matter.

Mr. Taylor would like to acknowledge the family of Lieutenant Lori Taylor who passed away this week. She was a dedicated officer with the Farmerville Police Department and her presence will be missed.

Mr. Parker would also like to remember the families of Keith Kenley and Earl Bearden both of whom passed away recently.

Motion made by Mr. Taylor, seconded by Sheriff Gates and declared adopted by Roll Call vote to approve the agenda with the following additions:

- 10 Discuss and take action, if necessary, regarding the surplus of a truck.**
- 11 Discuss and take action, if necessary, regarding the hiring of a guard for hospital duty.**

Bim Culbertson enters the meeting.

Motion made by Chief Culbertson and seconded by Mr. Taylor to adopt the minutes of the Tuesday March 20th, 2018 meeting. Motion carries unanimously.

Transitional Work Program Director's Comments

Mrs. Stanley reports that the room and board for May to date is \$1,003.64. The reason for this low amount is because there has only been one pay period to date from Thomas Nursery. Room and board for April was \$119,117.46. This has been the highest month so far. The inmates in the Transitional Work Program total 73. The Louisiana Employment Opportunities offenders total 55 inmates. Mrs. Stanley states that she has five inmates that are approved and will start

work the coming week. Mrs. Stanley has been told by John Hawkins (Louisiana Employment Opportunities) that more work release inmates are coming.

Warden's Comments

The phone card profit from Correct Solutions for the month of April totaled \$8,783.31. The commissary profit from Britts Distributing for the month of April totaled \$10,307.25. The profits received from commissary and phone cards go into the Inmate Welfare Fund. The commissary and phone profits are doing good. The amount that was reimbursed through the Inmate Welfare Fund for eligible payroll was about \$25,000. Eligible payroll includes transportation officers, visitation officers and the commissary employee. There was a small profit from Tom's Vending for the month of April in the amount of \$105.71. The recycling project netted \$1,239.00 from Arkla Recycling. Currently there are 109 DOC inmates being housed and 99 pretrial inmates being housed. Those numbers are down. We are approved for 250 DOC. The Transitional Work Release Program is approved for 100 inmates and we have applied to be approved for an additional 20 inmates. Warden Copes is trying to get the DOC numbers up. Everybody is having the same problems getting inmates as we are. The total amount in the Inmate Welfare fund is \$219,763.51.

Warden Copes suggests that we place a clerical employee at the courthouse on Wednesdays for court. This person would be writing sentencing tickets, and this would let the bailiffs do the jobs they are supposed to do. At this time the Secretary/Treasurer reports regarding the Courthouse Committee meeting from earlier as it relates to this discussion. ***John Belton enters the meeting.*** She reports that the committee wanted to know what we could do differently regarding courthouse security. The Clerk of Court has said she can contribute \$15,000 yearly and the District Attorney can contribute \$15,000 yearly. Pat Williams with the Third Judicial District Court reported in the Courthouse Committee meeting that a big issue they are having is with the bailiff being busy writing sentencing tickets on Wednesdays instead of being able to concentrate on the courtroom. She has suggested that a clerical person in records at the detention center come over on Wednesdays and write the sentencing tickets. This would also help speed up the process of releasing the inmates. Mr. Belton would like to make sure the judges don't have an issue with this.

A brief discussion was held on the purchase of radios out of Inmate Welfare. This was previously discussed during the March 20, 2018 meeting. At that time Warden Copes was asked by Sheriff Gates to look at a cheaper option. Warden Copes presented the original quote in the amount of \$57,587.20 and a second quote in the amount of \$49,511.72. The larger quote is on state contract and this is still the system that Warden Copes recommends. Warden Copes said the initial quote can be purchased as a lease/purchase. The Secretary/Treasurer reported that the agreement would have to be approved by an attorney and then further approved by the auditor. Warden Copes said the radios that the detention center has are worn out. At times they do not work in the facility and they never work at Foster Farms. Warden Copes was asked to provide a lease purchase agreement for the radios that total \$57,587.20. After the lease/purchase agreement is obtained, the Secretary/Treasurer will have the document approved by the attorney and auditor. After the document has been reviewed the Secretary/Treasurer will report back to the commission. **No action taken.**

A brief discussion was held on the lease of a commercial grade dishwasher. Warden Copes states that he is surprised that the detention center has never had a commercial grade dishwasher before. The cost to lease the dishwasher would be \$180 for a 28-day cycle. That amounts to 1000 cycles and amounts to .07 a cycle. The company would come every week and re-stock the washing products. This is the same company that the commercial washers are leased from. Warden Copes will provide a copy of the lease agreement for approval. **Motion Mr. Taylor, seconded by Chief Culbertson to lease a commercial grade dishwasher and authorize the warden or chairman to sign any necessary documents. Motion carried unanimously.**

A discussion was held on raises for employees at the detention center. Warden Copes asked the Commission to consider raises for all employees at the detention center. Warden Copes also stated that if that is not approved then he would like to give raises to sixteen employees at the detention center. Warden Copes states that the detention center has some great employees and they deserve more than what they are getting. We are competing with Wade Correctional Facility and we can't compete with what they are paying. Warden Copes has worked out a pay plan but he has not put anything in writing. He would like to increase the starting salary and put caps on everything. The pay raise/pay scale that Warden Copes is working on would cost the detention center roughly \$200,000 a year. Warden Copes states that every time someone is hired and quits it costs the detention center anywhere from \$1,000 to \$2,000. Warden Copes is asked to provide documentation in writing with regards to the pay raises so that a cost analysis can be performed. Mr. Taylor told Warden Copes that it would not be fair to give sixteen people raises and none to the other employees. Mr. Belton asked that the pay not be compared to a state facility, but to other parish facilities. Mr. Belton also stated that we need to see what the state budget is going to do. There is some talk about reducing the amount that we will receive for state inmates – as much as \$3.00 a day. Mr. Belton went on to further say that the Union Parish Detention Center cannot be compared to Wade Correctional. **No action taken.**

Motion Chief Culbertson, seconded by Sheriff Gates to declare a 1989 Ford F250 Pickup, Serial # 1FTHF25H3KNB43512 as surplus and advertise for the sale of the vehicle in the official journal. Motion carried unanimously. Warden Copes mentioned to Sheriff Gates that a new bus is needed for the detention center.

A brief discussion was held on the hiring of a guard for hospital duty. One inmate is currently being held at E.A Conway. He is being held for mental reasons. A guard is needed 24 hours a day. Warden Copes is asked to check on liability issues if we were to use an outside security firm. Mr. Belton was asked to check on the status of when the inmates will go to trial, so they can be on state time. **No action taken.**

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

Motion made by Chief Culbertson and seconded by Sheriff Gates for Commission to come out of executive session and to return to meeting; no action taken in executive session. Roll call vote: YEAS 5, NAYS 0, ABSENT 0.

There being no further business to come before the commission, Mr. Parker declared the meeting adjourned upon motion by Chief Culbertson, seconded by Mr. Belton, on this the 10th day of May, 2018.

Lanny Parker, Chairman
Paula Strickland Secretary/Treasurer