

**DETENTION CENTER COMMISSION
MINUTES OF MEETING
January 12th, 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), Chief Bim Culbertson (Town of Farmerville) Charles Sawyer (UPPJ), Dusty Gates (Union Parish Sheriff) and John Belton (District Attorney)

Mr. Parker called the meeting to order and welcomed everyone. Mr. Sawyer 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 and seconded by Mr. Sawyer and declared adopted by Roll Call vote to approve the agenda with no additions.

Motion made by Chief Culbertson and seconded by Sheriff Gates to adopt the minutes of Thursday, December 15, 2016 meeting. Motion carries unanimously.

Motion made by Chief Culbertson and seconded by Mr. Sawyer to take a brief break to give Mr. Belton time to arrive. Motion carries unanimously.

Motion made by Mr. Sawyer and seconded by Sheriff Gates to come out of the break. Motion carries unanimously. *John Belton entered the meeting.*

Motion made by Chief Culbertson, seconded by Mr. Belton to nominate Lanny Parker to continue to serve as Chairman of the Union Parish Detention Center Commission. Motion carried unanimously.

Transitional Work Program Director's Report – The total number of offenders in work release as of today, is 79; 76 are at Foster Farms and 3 are at Thomas Nursery. To date this is the highest number in the Work Release Program. One offender is scheduled to be released on January 16 and another on January 30 and this will bring the number back down to 77. Five offenders are scheduled to be released in February.

Several complaints were made by TWP workers due to the lateness of the evening meals and the meals being cold. The Food Service Supervisor has been having the offenders come by and pick up their trays when they come in from work.

Transportation is beginning to be an issue. In addition to the bus, there are four vans that are taking the offenders to work. Sometimes to get enough van drivers, a guard will have to be pulled off his shift to drive the van. That makes the shift shorthanded. If possible, TWP is wanting to utilize the second bus in the morning. This will require having someone with a CDL certification.

Room and board for the month of January to date is **\$23,887.55**. This includes one pay period from Thomas Nursery and one from Foster Farms. There should be a notable increase in the next pay checks from Foster Farms as those who started on January 3 will have worked almost a full pay period.

Warden's Comments – Currently there are 113 parish inmates (7 parole, 10 probation violators, 23 p & p holds), 192 DOC inmates and 5 stick outs (in another program) for a total 310. There are six members in training and they are due to finish the training this week. They have been in training for two weeks. They have been trained in pepper spraying, first aid and CPR.

Coach Gibson is no longer a substitute driver for the school system. He will be able to drive that second bus that the TWP coordinator had mentioned in her report. He is already part time and as long as he is not on the clock he will get paid the \$50 stipend for driving the bus. He has his passenger CDL certification. If Coach Gibson is unable to drive the bus, then Mr. Halsey can be used as a backup driver.

Due to the condition of the vans, the warden is asking for assistance in maintaining the vans. If possible, he would like to do preventive maintenance on the vans. The preventive maintenance can be performed at the road barn. The vans are primarily used in the evenings to pick up the offenders from Foster Farms. In the afternoon, all four vans are being used.

Diane Smith is performing well in the kitchen and she has good communication skills with the inmates. Mr. Goldsby has been assisting her in the process of her taking over the kitchen. This has resulted in overtime, but now that she has settled in the overtime should taper off.

There are some issues with the phone system. After the holidays, the inmate's phone cards did not work properly. There are issues with transferring calls and receiving calls. One of the phone lines has been out for a considerable time. Tallulah has the same provider and they are experiencing the same issues we are.

Camera system – There is no coverage in the circle area on the parish side. Camera surveillance coverage is needed in that area. On the current system, you can see the hallways and through a window in the circle, but there is no way to see in those dormitories. For some reason, this area was left out of the camera upgrades. The secretary/treasurer will contact Smart Phone Security and get a price on how much it will be to install cameras in this area. There were 50 to 60 cameras left over from the old system and we will inquire as to whether those will be able to integrate with the new system. There are some minor problems with the system, but it is usually occurring with a power loss.

There are two officers who are going from full time to part time. Officer Montgomery and Officer Singleton have found better paying jobs. They requested to stay on as part time.

Motion made by Mr. Sawyer and seconded by Chief Culbertson to table the Business Manager's request and discuss during executive session due to this being a personnel matter. Motion carries unanimously.

A brief discussion was held on the telephone system. The Warden had previously talked about this earlier. Chief Culbertson had some issues when trying to call Captain Adams. There have been several complaints from the inmates and work release inmates. The contract is for forty-eight months. The Secretary/Treasurer will contact Mr. Hampton and request that he send a letter to the phone company regarding the complaints.

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

Motion made by Sheriff Gates, seconded by Mr. Belton 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 Mr. Sawyer, seconded by Chief Culbertson, on this the 12th day of January, 2017.

Lanny Parker, Chairman
Paula Strickland Sec-Treasurer