

**DETENTION CENTER COMMISSION
MINUTES OF MEETING
October 1st, 2019**

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 (Union Parish Police Jury), Jerry W. Taylor (Union Parish Police Jury), Dusty Gates (Union Parish Sheriff), Chief Bim Coulbertson (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 to speak.

At this time several Detention Center employees spoke on behalf of Warden Hanson. They spoke highly of the way the facility is being run and the changes being implemented by Warden Hanson. Joyce Warren stated that the only agenda Warden Hanson has is maintaining the care, custody and control of the offender population; to train and equip staff to function better behind the walls; to put and keep the DC in a positive light and at the end of the day for each officer to go home safely.

Joyce Tucker stated that she recently returned to the Detention Center after several years of being gone. She is the Director of Nursing. She stated that the medical people at the facility had not received the proper training. Warden Hanson realized this and immediately began to obtain the proper training for the medical people. The employees that addressed the commission were Kelly Sellers, DeVon Gatson, Austin Blackmon, Victor Lee, Alyssa Rollins, Melissa Williams, Joyce Warren and Joyce Tucker.

Mr. Taylor addressed the employees that spoke on behalf of Warden Hanson and thanked them for the work they do for the parish.

Motion made by Chief Coulbertson, seconded by Mr. Belton and declared adopted by Roll Call vote to approve the agenda as written.

Motion made by Chief Coulbertson, seconded by Mr. Taylor to adopt the minutes of the Thursday, August 8th, 2019 meeting. Motion carried unanimously.

Jail Management System – The Secretary/Treasurer gave a brief update on the Jail Management System to refresh the commission. Both companies have no cost for the initial investment; Correct Commissary costs \$5,000 for annual maintenance compared to Tiger Correctional at \$5,490. Correct Commissary is supplying two workstations and a server. Tiger Correctional is supplying two workstations, a server, bar code scanner, camera, signature pad and a fingerprint reader. The fingerprint reader is for officers to sign in to the system to save time. The fingerprint reader can also be used for inmates when they are being released so the wrong inmate is not released. Correct Commissary and Tiger Correctional both offer a five-year contract. Correct Commissary will offer a four-year contract if the Union Parish Detention Center purchases at least eighty percent of their janitorial/paper products from Correct

Commissary. Correct Commissary is a local company located thirty minutes away and while Tiger Correctional is not as close they could remote in to the system if any issues arise. Both companies can offer any report needed. Correct Commissary said they would provide an extra ten (10) percent profit on phone sales which would be around \$750 a month at current phone use levels. Tiger Correctional's proposal includes a provision where they would pay the Union Parish Detention Center \$1,000 a month to process the commissary. Tiger Correctional is compatible with the HomeWav Video Visitation company.

Pam Whitmill, Cody Ibanez and Randi Sellers from Correct Commissary addressed the commission. Ms. Whitmill stated that their software, PTS, will also interface with HomeWav Video Visitation. Ms. Whitmill stated that their product is put on a truck and delivered the same day. The inmates get a better quality product by having a same day delivery. The products are delivered using a company vehicle and the driver actually works for Correct Commissary. The same driver will deliver each week. We are very responsive to menu changes and if we see something is not selling then we can change something. If the inventory is not selling then we will come get that inventory and buy it back from the facility. Ms. Whitmill states that the local aspect is and should be important because we do care about our reputation. *Sheriff Gates inquires about the booking system and what does it actually do?* Ms. Whitmill stated that the the system will allow you to be able to input any identifying inmate marks, known people the inmates need to stay away from, identify work release inmates, any medical alerts, suicide attempts, any previous stays and history of the inmate. If there are any medical issues such as diabetes that will be noted in the commissary software so the commissary staff would know what not to sell that inmate. Managing the inventory is key and knowing the value of your inventory. Mr. Ibanez with Correct Commissary stated that he did not configure the system with a fingerprint reader or barcode scanner because he did not know that is what the facility wanted. *Mr. Belton asked how much it would be to add those items.* Mr. Ibanez said he would have to get an updated price. PTS is a software that is built for jail management functions and has a module built for commissary for running a commissary store. Tiger originated as a commissary software and has the functions of a jail management system. Mr. Ibanez stated that Tiger Corrections has a great commissary program.

Phillip Reid, Earl Owens and Bryan Hall from Tiger Corrections addressed the commission. Tiger Corrections has a distribution center in Louisiana. Tiger Corrections owns and develops their own software. Mr. Owens stated that Tiger Corrections has a booking system that is user friendly. You just enter the information and click next. The developers that developed the commissary system developed the booking software. The booking software has several different functions with the jail side and the sheriff side. The booking and commissary software all tie together. The booking and commissary support personnel work in the same building and you won't have to make two separate phone calls for service. The commissary merchandise is fresh and rotated to make sure the product is not out of date. The cash collector is going to minimize cash collections. When an inmate is booked in the money will go into a cash kiosk. Debit release will also be offered. The systems will be set up together so when an offender is released any commissary monies left on their account will be immediately released to them. Deliveries will be made by a driver at the facility and will be delivered according to what the facility needs. Tiger Correctional will also import the data from the current Golden Eagle system. Tiger Correctional offers several different reports.

Motion Chief Coulbertson, seconded by Mr. Taylor to accept Tiger Correctional proposal for a Jail Management System with the following Roll call vote:

YEAS	Parker, Taylor, Coulbertson
NAYS	Belton
ABSTAIN	Gates

Motion made by Chief Coulbertson and seconded by Mr. Belton for the 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 Mr. Belton and seconded by Chief Coulbertson for the Commission to come out of executive session and to return to the 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 Coulbertson, seconded by Sheriff Gates, on this 1st day of October, 2019.

**Lanny Parker, Chairman
Paula Strickland, Secretary/Treasurer**