

DETENTION CENTER COMMISSION
MINUTES OF MEETING
June 4th, 2024

The Detention Center Commission met this date at 1:00 P.M. in the Union Parish Police Jury meeting room, Union Parish Courthouse Annex, Farmerville, Louisiana. Present were: Nathan Pilgreen (Union Parish Police Jury), Sheriff Dusty Gates (Union Parish Sheriff), Chief Bim Coulbertson (Farmerville Chief of Police) and John Belton (Union Parish District Attorney). Absent: Glenn Hutto (Union Parish Police Jury). Also present: Warden Adams and Lisa Salley, Business Manager.

Sheriff Gates called the meeting to order and welcomed everyone. Mr. Pilgreen led the group in prayer. Roll call was taken. Sheriff Gates asked if anyone in the audience would like to register for public comment to speak.

Motion made by Mr. Pilgreen, seconded by Chief Coulbertson and declared adopted by unanimous vote to approve the agenda as written.

Motion made by Chief Coulbertson, seconded by Mr. Pilgreen to adopt the minutes of the April 24th, 2024 meeting. Motion carried unanimously.

Frances Whitney, Director of Sales for NCIC, presented a proposal for an Inmate Communication System. Inmates would be provided a tablet which would allow the inmates to have remote visitation, inmate mail scanned, inmate messaging, inmate phone calls as well as educational tools.

There are many courses included on the tablet. The courses include anger management, stress management, personal finance, personal wellness, people skills, work skills, entertainment content and recharge for reentry. **No action taken on the presentation.**

The Secretary/Treasurer presented a Revenue and Expenditure report for the month of May. The report includes the year-to-date collections as well as year to date expenses. The Secretary/Treasurer reported that there was no revenue for DOC inmates for the month of May. The state invoice is due by the 10th of every month. The chairman of the commission has to approve the invoice and then his signature must be notarized. The state invoice was not delivered to the Annex until May 17th.

The Secretary/Treasurer highlighted the food costs and medical costs. Both are elevated due to the high number of parish inmates. The Secretary/Treasurer also highlighted travel costs. The Business Manager will be going to a conference in July.

The Detention Center still maintains a positive fund balance even through the Transitional Work Release Program income is down.

Warden's Comments.

Warden Adams reported on the following:

- DOC inmates 227
- Pretrial inmates 96
- All shifts are covered with appropriate employees
- Medical costs are elevated
- Commissary commission is up

Mr. Adams reported on the amounts in Inmate Banking, Inmate Welfare and Transitional Work Release Program accounts. Mr. Adams also reported on the profits received from Home Wave Video and Correct Solutions.

Acting TWP Director

Mrs. Salley reported on the following:

- 14 total inmates participating in TWP
- Communicating with Ms. Freeman regarding March and April bank statements – no errors
- Working on May bank statement
- Update regarding Folden's office (TWP Accounting)

The Secretary/Treasurer presented a brief update on the TWP Audit. The Secretary/Treasurer has a Summary of Recommendations for each commission member to sign.

Motion made by Mr. Pilgreen 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 4, NAYS 0, ABSENT 1.

Motion made by Mr. Pilgreen 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 4, NAYS 0, ABSENT 1.

In accordance with Union Parish Police Jury Ordinance 549, time for public comment was given. There were no public comments.

There being no further business to come before the commission, Sheriff Gates declared the meeting adjourned upon motion by Mr. Pilgreen, seconded by Chief Coulbertson, on this the 4th day of June, 2024.

**Sheriff Dusty Gates, Chairman
Paula Strickland, Secretary/Treasurer**