

**DETENTION CENTER COMMISSION  
MINUTES OF MEETING  
July 2<sup>nd</sup>, 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: Glenn Hutto (Union Parish Police Jury), Nathan Pilgreen (Union Parish Police Jury), Sheriff Dusty Gates (Union Parish Sheriff), Chief Bim Coulberson (Farmerville Chief of Police) and John Belton (Union Parish District Attorney). Absent: None. Also present: Warden Adams.**

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 Chief Coulberson, seconded by Mr. Pilgreen and declared adopted by unanimous vote to approve the agenda as written.**

**Motion made by Chief Coulberson, seconded by Mr. Pilgreen to adopt the minutes of the June 4<sup>th</sup>, 2024 meeting. Motion carried unanimously.**

The Secretary/Treasurer presented a Revenue and Expense report for the month of June. The Secretary/Treasurer went over revenue received from DOC. There was no revenue recorded from the Transitional Work Release Program. The Business Manager has been sick and there has not been any checks written. The Secretary/Treasurer also went over the General Ledger with the commission. The Detention Center continues to maintain a positive fund balance.

**Motion Mr. Pilgreen, seconded by Mr. Hutto to accept the June Financial report as presented. Motion carried unanimously.**

**Warden's Comments.**

Warden Adams reported on the following:

- DOC inmates            234
- Females                    14
- Juveniles                   2
- Madison Parish            2
- Pretrial inmates         94

Mr. Adams reported on the amounts in Inmate Banking, Inmate Welfare and Transitional Work Release Program accounts.

**Acting TWP Director**

The acting TWP Director was unable to attend the meeting. Warden Adams presented a brief report.

- 16 total inmates participating in TWP
- 20 to 25 inmates that can be submitted

*Mr. Belton enters the meeting @ 1:15 p.m.*

A brief discussion was held regarding the video visitation presentation by NCIC Inmate Communication. **Motion Mr. Hutto, seconded by Mr. Belton to enter into an agreement with NCIC Inmate Communication pending the updates legal has requested. Motion carried unanimously.**

The Secretary/Treasurer presented a brief TWP Audit update. The audit has been released. The Detention Center Business Manager has been working closely with DOC. The Detention Center has already implemented the following:

- Changed authorized signatures on bank signature cards
- Increased theft insurance
- Hired outside CPA to handle accounting side of TWP
- Scheduled training for the Business Manager

The Secretary/Treasurer also reported that DOC was notified about the health issues of the Business Manger so they would be aware that the “go live” date might be pushed back. **No action taken.**

**Motion made by Mr. Belton and seconded by Mr. Hutto 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. Hutto 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.**

**Motion Chief Coulbertson, seconded by Mr. Belton to solicit proposals for a new Commissary Company. Motion carried unanimously.**

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 Chief Coulbertson, seconded by Mr. Belton, on this the 2<sup>nd</sup> day of July, 2024.**

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