

**DETENTION CENTER COMMISSION
MINUTES OF MEETING
November 5th, 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 President), 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: None. Also present: Warden Adams and Lisa Salley (Union Parish Detention Center 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. Belton to adopt the minutes of the October 15th, 2024 meeting. Motion carried unanimously.

The Secretary/Treasurer presented a Revenue and Expense report for the month of October and highlighted the following items:

- Overtime at the Detention Center. From January to October there has been \$139,905.43 in overtime.
- DOC income for the month
- TWP income for the month
- Cash in the Detention Center fund
- Investment account
- Professional fees
- Materials/Supplies for Building/Grounds
- Medical expenses
- Health Insurance
- Deficiency for the year

Warden's Comments.

Warden Adams reported on the following:

- DOC inmates – 265
- Pretrial inmates – 95
- Commissary, phone cards and HomeWAV profit for the month

TWP/Business Manager's Comments.

Mrs. Salley reported on the following:

- TWP Workers 18
Fayette – 1

Trash Guys – 1
UPPJ – 1
PSSI – 1
HOR – 14

- 18 are pending for the Work Release Program. According to UPDC, 4 are ready to go to work, but HOR wants a bigger group before they will do orientation. Out of the eighteen, eight need birth certificates/state identification before they can begin work. Six inmates are being picked up from Hunt and they will need birth certificates/state identification.
- 12 inmates have been submitted to DOC for approval or denial.

There was a brief discussion regarding comp time versus overtime. Warden Adams addressed the Commission regarding comp time. Warden Adams has spoke with legal and wants to implement comp time instead of overtime. **No action taken.**

Motion Mr. Pilgreen, seconded by Mr. Belton to table the discussion of the Commissary proposals until a later date. Motion carried unanimously.

A lengthy discussion was held regarding Commissary profit. The Secretary/Treasurer consulted with DOC, legal and an auditor as to whether the commissary profit could be transferred to the Detention Center operating fund. The Secretary/Treasurer reported that the Detention Center Fund has suffered due to the lack of revenue from the Transitional Work Release Program. For the year, the Detention Center is down \$320,890.53. The Detention Center still has a positive fund balance of \$175,550. The Detention Center also has a small investment account at LNB in the amount of \$45,059.32.

The Inmate Welfare account has a cash in bank balance of \$563,364.85. This account is profit from commissary sales, e-cigs, tobacco pouches, phone cards, video visitation, etc. The Secretary/Treasurer stated that an excess commissary amount was transferred in 2016 to the Detention Center Operating Fund. **Motion Mr. Belton, seconded by Mr. Hutto to authorize the transfer of \$320,890.53 from Inmate Welfare (commissary profit) to the Union Parish Detention Center Operating Fund to clear the current deficit. Motion carried unanimously.**

Motion made by Mr. Pilgreen and seconded by Chief Coulbertson 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 Chief Coulbertson and seconded by Mr. Belton 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.

In accordance with Union Parish Police Jury Ordinance 549, time for public comment was given. Johnny Creed commented on the Commissary Transfer.

There being no further business to come before the commission, Sheriff Gates declared the meeting adjourned upon motion by Chief Coulbertson, seconded by Mr. Hutto, on this the 5th day of November, 2024.

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