

**MINI-CASSIA JUSTICE COMMITTEE MEETING
MINUTES**

Tuesday, January 13, 2026 - 8:00 AM

- 1. Call to order:** Minidoka Prosecutor Stevenson called the meeting to order at 8:00 AM.
- 2. Roll call:** Minidoka Prosecutor Stevenson, Minidoka Commissioner Schaeffer, Cassia Commissioner Beck, Cassia Undersheriff Horak, Cassia Assistant to the BoCC McMurray, MCCJC Lieutenant Taylor, Juvenile Detention Director Bodily, Misdemeanor Probation Director Prewitt, Minidoka Clerk Page, Minidoka Deputy Clerk Ramsey, and Cassia Deputy Clerk Wallace.
- 3. Approval of minutes:** Commissioner Schaeffer moved to accept the minutes from December 9, 2025, with a second voiced by Undersheriff Horak. Motion carried.

NEW BUSINESS ACTION ITEMS

- 4. Criminal Justice Center – Lieutenant Shannon Taylor**
 - a. Approve or ratify the hiring of employees – Action Item**

Lieutenant Taylor presented the names of two to ratify the hiring who have both gone through the background check and have started work. Commissioner Beck moved to ratify the hiring of Charles Jennings and Navaeh Day as deputies, with a second voiced by Commissioner Schaeffer. Motion carried.
 - b. Replace 8 Spartan devices from Guardian RFIG – Action Item**

Lieutenant Taylor discussed the replacement of eight spartan devices for the Guardian RFIG program. Commissioner Beck asked if they were happy with Guardian RFIG before we replace the devices. Lieutenant Taylor replied that they are happy with them. Commissioner Schaeffer moved to replace eight Spartan devices for a total of \$9,631.75, with a second voiced by Undersheriff Horak. Motion carried.
 - c. Update Jail policy 9.2 Application of Use of Force – Action Item**

Lieutenant Taylor presented a policy update. Undersheriff Horak moved to accept policy 9.2 update to add a line under the report section, with a second voiced by Commissioner Schaeffer. Motion carried.
- 5. Adult Misdemeanor Probation – Director Amber Prewitt**
 - a. Approve or ratify the hiring of employees – Action Item**

Director Prewitt reported that they are fully staffed.
- 6. Juvenile Detention Center – Director Trent Bodily**
 - a. Approve or ratify the hiring of employees – Action Item**

Director Bodily reported that they are fully staffed.

b. Installation of intercom system – Action Item

Juvenile Detention Director Bodily requested intercom system upgrade and purchasing panic button that have been budgeted for. Commissioner Beck moved to approve the update of the intercom system for \$49,155 along with purchasing panic buttons for \$1,952 for a total of \$51,107.00, with a second voiced by Undersheriff Horak. Motion carried.

c. Installation of panic buttons - Action Item

REPORTS OF ACTIVITY

7. Criminal Justice Center – Shannon Taylor

Lieutenant Taylor reported that they currently have a population of 126: 44 Cassia; 26 Minidoka; 1 ICE; 51 IDOC; seven US Marshals, for a total of 59 rented beds. He also reported that they are fully staffed on deputy's but down one jail tech. They will begin a remodel in a cell block this week.

8. Adult Misdemeanor Probation – Director Amber Prewitt

Director Prewitt reported that they have 1094 active probationers and 410 on pretrial release.

9. Juvenile Detention Center – Director Trent Bodily

Director Bodily reported that they are due for a PRIA audit in 2026.

10. Budget Matters – Minidoka Clerk, Cassia Clerk

Cassia Deputy Clerk Wallace reported that at 28% of the year gone misdemeanor probation revenue line is at 12%, and their expenses are at 26%, with a remaining cash balance of \$26,387.01. Mini-Cassia Criminal Justice Center's revenue line is at 50.93%, expenses are at 23% with a remaining trust balance of \$893,998.84.

Minidoka Clerk Page reported that at 28% of the year gone the Juvenile Detention Center has expended \$380,880.15, 22.53%, leaving a balance of \$153,632.47.

11. Commissioner/Sheriff Reports

- 12.** Executive Sessions as needed pursuant to Idaho Code § 74-206 (1) (a) or (b) – to discuss personnel matters, (c) – to acquire an interest in real property not owned by a public agency, (d) – to consider records exempt from public disclosure, (f) – to communicate with legal counsel regarding pending/imminently-likely litigation, or (i) – to communicate with risk manager/insurer regarding pending/imminently-likely claim

UNFINISHED BUSINESS ACTION ITEMS

Commissioner Schaeffer shared that the IAC conference will be during the next scheduled meeting. Commissioner Schaeffer moved to skip the January 27, 2026 meeting due to a conflict with the IAC Mid-Winter meeting in Boise. The next meeting will be February 10, 2026, with a second voiced by Undersheriff Horak. Motion carried.

Horak to adjourn with a second voiced Beck at 8:24.

Next Meeting: January 27, 2026, at 8:00 A.M. via ZOOM