

**MINI-CASSIA JOINT JUVENILE JUSTICE COMMITTEE**

**Meeting Minutes**

**Tuesday, January 24, 2023**

The Mini-Cassia Joint Justice Committee met this day with Lance Stevenson (Minidoka Prosecutor) chairing the meeting.

The meeting was called to order by Prosecutor Lance Stevenson at 8:00 AM

Also in attendance: Kent Searle (Cassia Commissioner), Dan Schaeffer (Minidoka Commissioner), Jarrod Thompson (Cassia Undersheriff), Shannon Taylor (MCCJC Lieutenant), Kerry McMurray (Cassia Assistant to the BoCC), Charlie Weber (Juvenile Detention Officer), Tonya Page (Minidoka Clerk), and Michelle Wallace (Cassia Deputy Clerk)

**PREVIOUS MEETING MINUTES**

The Mini-Cassia Joint Justice Committee Minutes from 01/10/2023, were discussed.

**Motion and Action:** Approval for meeting minutes from 01/10/2023, **Motion by** Kent Searle – Cassia Commissioner, **Seconded by** Dan Schaeffer – Minidoka Commissioner, followed by a unanimous yea vote.

**Action Items**

**MCCJC Lieutenant – Shannon Taylor:** Lieutenant Taylor presented a bid for the purchase of Imperial shower curtains needed in order to comply with PREA Standards. The purchase will cover four cell blocks and one recreation room for privacy around the toilets and showers. The total bid is \$1,395.00.

**Motion and Action:** Approval for the purchase of privacy shower and toilet curtains in the amount of \$1,395.00, **Moved by** Dan Schaeffer – Minidoka Commissioner, **Seconded by** Kent Searle – Cassia Commissioner, followed by a unanimous yea vote.

Taylor requested approval for the purchase of video licensing to comply with PREA standards. Currently the camera positions need to be moved away from the toilet view in order to be in compliance. The purchase of the video licensing will give the ability to record these areas in the event there was an issue that would require investigation, but the necessary areas would be pixelated for live viewing. There are ten cameras for the holding cell areas and 900 block isolation cells. The cost is estimated at \$100.00 per camera. The total cost will be around \$1,200.00.

Commissioner Schaeffer inquired if the cameras are currently fully recording.

Lieutenant Taylor reported that they are but there are some blind spots. Once the licensing is purchased the cameras will record everything and there will be no blind spots.

**Motion and Action:** Pre-Approve up to \$1,200.00 for the purchase of Video Licensing to comply with PREA standards, **Moved by** Dan Schaeffer – Minidoka Commissioner

Commissioner Searle asked if it may be necessary to increase the amount approved to \$1,400.00 to cover the expense. Lieutenant Taylor replied that \$1,400.00 would be sufficient.

**Motion and Action:** Amend the motion to pre-Approve up to \$1,400.00 for the purchase of Video Licensing to comply with PREA standards, **Moved by** Dan Schaeffer – Minidoka Commissioner, **Seconded by** Kent Searle – Cassia Commissioner, followed by a unanimous yea vote.

Taylor presented a bid to replace an electrical HVAC blower motor for the cost of \$1,263.60.

**Motion and Action:** Approval for the purchase Electric HVAC Motor for \$1,263.60, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Dan Schaeffer – Minidoka Commissioner, followed by a unanimous yea vote.

Taylor requested the approval of the amended PREA policy. The amendments were made to become compliant with ICE and US Marshalls PREA policies. The policy was reviewed by Kerry McMurray Assistant to the BoCC, McCord Larsen – Cassia Prosecutor and Lance Stevenson – Minidoka Prosecutor and the amendments are appropriate.

**Motion and Action:** Approval of the Amended PREA Policy, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Dan Schaeffer – Minidoka Commissioner, followed by a unanimous yea vote.

Lieutenant Taylor presented a bid from BFC Diversified for the repair to the Kitchen Drain that is clogged and has rotted pipes. The repair total is \$8,940.00. In addition to the drain repair, the kitchen office carpet is moldy and needs to be replaced. The drain repair includes textured flooring that will be done in the kitchen and office space.

**Motion and Action:** Approval for the repair to kitchen drain and office flooring for \$8,940.00, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Jarrod Thompson – Cassia Undersheriff, followed by a unanimous yea vote.

**Juvenile Detention Center – Charli Weber:** Weber reported that due to COVID in their facility their PREA audit was postponed, they do not have a rescheduled date yet.

Weber reported they currently have five total residents; four males and one female; one from Minidoka County and four from Cassia County.

### Reports of Activity

**Michelle Wallace – Cassia Deputy Clerk:** Deputy Clerk Wallace reported that the Misdemeanor Probation revenue looks great, expenditures are at 29% with 31% of the year completed. Jail revenue is at 24.3% and expenditures are at 27% with 31% of the year completed. The trust balance is \$-249,480.70. Cassia mailed the check for Juvenile funds they should have it soon.

**Tonya Page – Minidoka Clerk:** Clerk Page reported they have not posted Cassia County funds as of yet but they should be received by the next meeting. The Juvenile Detention Center expense budget is at 25.14% expended with 31% of the year completed. All individual budget lines look good with the exception of the Capital fund that is over, due to the installation of a new shower around \$6,000.00. The trust balance is \$274,000.00.

8:18 AM Adjourn

8:18 AM **Motion and Action:** Adjourn, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Dan Schaeffer – Minidoka Commissioner, followed by a unanimous yea vote.

### Next Mini-Cassia Joint Justice Committee Meeting

(Virtually by Zoom)

Scheduled for 8:00 AM, Tuesday, February 14th, 2023