

**MINUTES**  
**Mini-Cassia Jail Committee Meeting**  
**March 8, 2022**  
**8:00 A.M.**

The meeting was called to order by Prosecutor Stevenson at 8:00 A.M.

Minidoka County representatives present were: Commissioner Schenk, Prosecutor Stevenson and Sheriff Pinther.

Cassia County representatives present were: Commissioner Searle and Prosecutor Larsen.

Others present were: Cassia Administrator McMurray, Director Renz, Cassia Clerk Larsen, Cassia Deputy Clerk Wallace, JDC Director Bodily, Minidoka Deputy Clerk Ramsey and Minidoka Clerk Page.

Chairman Stevenson called for a motion to approve the minutes of February 22, 2022. No motion presented itself. Motion to be moved to the next meeting.

**Criminal Justice Center – Director Renz**

Director Renz reported that they have 148 in custody: 49 Cassia, 40 Minidoka, 48 IDOC, 11 US Marshalls, 1 Twin Falls, which makes 59 beds rented today; 7 open positions, 5 jail deputy's and 2 jail tech positions, it will remain open until the 13<sup>th</sup>.

Director Renz updated the job description for the jail tech, the previous version was short and inadequate. He consulted with Administrator McMurray while rewriting and added a clause demanding the position go through a field safety course. Commissioner Searle made **the motion to approve the jail tech job description**. Motion died from a lack of a second.

Director Renz informed the committee that: ICRMP highly recommends the addition of the WRAP, which has already been done; there needs to be a policy in place before it can be implemented; he reviewed policies from Counties that currently use the WRAP and created a policy that works for the Mini-Cassia Criminal Justice Center; he added administrative approval required if an inmate is in the WRAP more than 2 hours. Prosecutor Larsen has reviewed the policy and has no concerns. Commissioner Searle **moved to approve the policy for the use of the WRAP**, with a second voiced by Commissioner Schenk. Motion carried.

Prosecutor Stevenson reopened the motion made by Commissioner Searle **to approve the jail tech job description**, and as Chairman, Prosecutor Stevenson voiced a second. Motion carried.

Jail roof issues – action item - Nothing was reported.

Director Renz reported that: we do not have a VINE, (Victims' Information Notification Every Day) policy and there is a State review coming up that requires it; he wrote an addition to the policy to include the jail standard. Sheriff Pinther **moved to approve the VINE policy**, with a second voiced by Commissioner Searle. Motion carried.

Director Renz reported that the overhead door on the south side closed on top of a van and damaged the bottom two panels of the door; he had Morgan door come out and fix the door temporarily; this is a security door, so he made the decision to purchase the panels from the quote he received of \$2,350. A question was asked if they fixed the opener that caused the problem when they fixed the door. He will check into it and will make sure it is fixed.

Commissioner Searle **made a motion to hire Tayson Snarr as a jail tech if he passes all the requirements**, with a second voiced by Sheriff Pinther. Motion carried.

#### **Adult Misdemeanor Probation – Director Prewitt**

Director Prewitt was not present.

#### **Juvenile Detention Center – Director Bodily**

Director Bodily reported that there are 4 in detention, 1 Cassia and 3 Minidoka. He did interviews for the open male detention officer and would like to hire Joseph Lemos, he has passed all the background requirements except for a polygraph. Sheriff Pinther **moved to accept the hire of Joseph Lemos with the condition of passing a polygraph at a later date**, with a second voiced by Commissioner Schenk. Motion carried.

#### **Criminal Justice Center Budget – Clerk Larsen**

Deputy Clerk Wallace reported that at 43% of the year gone: the expenditures for the jail is at 42% and revenues are still down but going up slowly, currently at 30.90%; misdemeanor probation expenditures are at 42% and revenue is at 50%; \$342,011 in the jail trust.

Director Renz commented that revenues from January that are not in, will put us at 38%, and February numbers will be a really good month.

## **Juvenile Detention Center Budget – Clerk Page**

Clerk Page reported that: JDC brought in housing money totaling \$1,875; with 43% of the year gone, 35% of the budget expended.

Sheriff Pinther moved **to approve the minutes of February 22, 2022**, with a second voiced by Commissioner Searle. Motion carried.

## **Commissioner/Sheriff**

Undersheriff Thompson not present.

Sheriff Pinther asked if the position presented at the last meeting was a jail tech position. Director Renz reported that it was but it was turned down.

Commissioner Searle had nothing to report.

Commissioner Schenk had nothing to report.

Prosecutor Larsen had nothing to report.

Administrator McMurray had nothing to report.

Prosecutor Stevenson reminded everyone that the joint ventures need to start thinking about meetings regarding budgets. Cassia Clerk Larsen informed him that times and dates are already set up.

Sheriff Pinther **moved to adjourn the meeting** with a second voiced by Commissioner Searle. Motion carried.

Meeting adjourned at 8:31 A.M.

**Next Meeting: March 22, 2022, 8:00 A.M. via zoom.**