

MINUTES

MINI-CASSIA JAIL COMMITTEE MEETING

Date: June 22, 2021

Time: 8:00 a.m.

1. Call to order at 8:04 by McCord Larsen

2. **Roll call** – Minidoka County representatives present for this meeting were: Commissioner Kent McClellan, Sheriff Eric Snarr, and Prosecutor Lance Stevenson. Cassia County representatives present for this meeting were: Commissioner Kent Searle, Prosecutor McCord Larsen, and Undersheriff Jarrod Thompson. Others present for this meeting were: Juvenile Detention Director Trent Bodily, Criminal Justice Center Shannon Taylor, Adult Misdemeanor Probation Director Amber Prewitt, Minidoka Clerk Tonya Page, Deputy Clerk Mitzi Ramsey, Deputy Clerk Heather Evans, Deputy Clerk Michelle Wallace and Cassia Administrator Kerry McMurray.

2. **Approval of minutes:** Minidoka County Sheriff Eric Snarr moved to approve the minutes of May 25, 2021 with a second voiced by Deputy Thompson. Motion carried.

NEW BUSINESS ACTION ITEMS

3. **Criminal Justice Center – Mr. Renz**
 - a. **Personnel** – no discussion
 - b. **ICE Detainers – action** - Moved to the July meeting

5. **Adult Misdemeanor Probation – Ms. Prewitt**
 - a. **Personnel – action**

An application for a part time U/A tech, Thomas Woodbury was received and Amber would like approval to offer him the position. Sheriff Eric Snarr moved to approve hiring Thomas Woodbury as a part time U/A Tech with a second voiced by Kent McClellan. Motion carried.

Ms. Prewitt reported that they have 822 active probationers, which is an increase of 90 probationers in the last 4 weeks, there are 504 on pretrial. She has three (3) employees headed to post on July 6th and they will be gone all month. Last month she discussed a couple option for her office since they will be shorthanded, she has decided to shut down on Fridays so comp time does not explode and someone will be on call. Ms. Prewitt will send the jail the cell numbers and schedule of the probation officers to call if they are needed on Fridays.

6. **Juvenile Detention Center – Mr. Bodily**
 - a. **Personnel – proposed names for Administrative Assistant – action**

Director Bodily was excited to see the response he received on the Administrative Assistant position he has open. He did interviews and would like to offer the position to Charlie Weber, she currently works for Minidoka in dispatch. Sheriff Snarr moved to approve the hiring of Charli Weber as the JDC Administrative Assistant with a second voiced by Commissioner McClellan. Motion carried.

Mr. Bodily also has an opening for a female detention officer. Arlyne Giles, one of the applicants for the AA position which was interviewed, he would like to offer the position to her if she passes the background check. Sheriff Snarr moved to approve Arlyne Giles as the JDC female detention officer upon passing the background check with a second voiced by Commissioner McClellan. Motion carried

7. 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 – **No Executive Session held.**

REPORTS OF ACTIVITY

7. Budget Matters - Clerk Page, Clerk Larsen

Clerk Page reported budget looks good. Minidoka is still holding money, hoping enough tax money comes in to pay the second half.

Heather Evans reported the Jail budget over all has spent 67% with a revenue of 61.7% . Hoping to see an upswing in inmate housing to recover the lost revenue. She reported that the jail is still looking at a contract with IDOC for a steady income.

8. Juvenile Detention Center – Mr. Bodily

There are 7 juveniles in detention with 5 from Cassia and 2 from Minidoka. Director Bodily reported that the State inspection went very well and all members should have received a report. There were no recommendations, they seemed to like everything, especially the therapy dog. PREA inspection, still waiting on getting the report back.

9. Adult Misdemeanor Probation – Ms. Prewitt

Ms. Prewitt reviewed with the board that she ordered a bunch of supplies for lab that will get them through October and then got word that Bingham County probation shut down their lab and offered their supplies at a discounted price, with purchasing these items she should be good for a while.

Ms. Prewitt also commented that the unfinished items could be taken off the agenda

10. Criminal Justice Center – Mr. Renz

Population today is 114 inmates, 32 paying, just received 11 from Bannock County this morning. Shannon Taylor reported this morning as Lt Renz was excused for family issues and asked that the Criminal Justice Center action items be moved to the July meeting.

Discussion on if the jail was operational to continue commissioner quarterly tours. Shannon said it was, tour scheduled July 26th, 8:00am back by 10:00am for regular Commissioner meeting.

Eric Snarr addressed the group and let them know of him resigning as of July 31, 2021.

Heather Evans, updated members that at the joint commissioner meeting a 3.5% increase in salary was agreed on.

Sheriff Snarr moved to adjourn with a second voiced by Commissioner Searle. Motion carried.

Next Meeting: July 13, 2021, 8:00 a.m. via Zoom.