

# MINUTES

## MINI-CASSIA JAIL COMMITTEE MEETING

Date: July 27, 2021

Time: 8:00 a.m.

1. Meeting called to order by McCord Larson at 8:02 a.m.
2. Roll call: Minidoka County representatives present for this meeting were: Commissioner Kent McClellan, Under Sheriff Dave Pinther and Prosecutor Lance Stevenson. Cassia County representatives present for this meeting were: Commissioner Kent Searle, Undersheriff Jarrod Thompson and Prosecutor Larson. Others present for this meeting were: Juvenile Detention Director Trent Bodily, Criminal Justice Center Director Dan Renz, Cassia Administrator Kerry McMurray, Minidoka Clerk Tonya Page, Cassia Deputy Clerk Michelle Wallace, Adult Misdemeanor Probation Director Amber Prewitt, Minidoka Deputy Clerk Mitzi Ramsey.
3. Approval of minutes – Undersheriff Dave Pinther moved to approve the minutes of July 13, 2021, with a second voiced by Commissioner Kent McClellan. Motion carried.

### NEW BUSINESS ACTION ITEMS

4. **Criminal Justice Center – Mr. Renz**
  - a. **Personnel – action** Director Renz proposed that Matt Love work part time at the jail on a temporary basis for a year until he leaves the area. He is certified to fill the position. Commissioner Kent McClellan moved to hire Matt Love on a temporary basis with a second voiced by Undersheriff Dave Pinther. Motion carried.
  - b. **Jail evacuation policy - proposed update – action** - The US marshal inspection took place last week and the only issue was with the jail evacuation policy. They require primary and alternate evacuation sites to be listed. Director Renz reported on the proposed sites he will include in the safety and emergency procedures evacuation plan. Undersheriff Thompson moved to approve the updated evacuation plan, with a second voiced by Commissioner McClellan. Undersheriff Pinther questioned if all the locations had been advised of this and if they had agreed. Director Renz stated that not all of them have been visited with but if we need them and they say no there are other sites we could go to. Commissioner Searle questioned about a catastrophic event happening, all of the proposed sites are right near the jail, what about a bit further away. Director Renz said he had thought about schools and the civic auditorium in Rupert also. Director Renz commented, “If we had to move inmates it would take several hours for a facility wide evacuation off site.” He thought about contacting the school district to use school buses if need be. The evacuation plan is more for a fire in the building. Discussion was held on holding off on finalization to talk with the locations. Prosecutor Larsen stated that we already had a motion and a second to go ahead with the proposal. The motion was restated with all voicing an aye. Motion carried.
  - c. **Inmate tracking system – proposal – action**

Director Renz stated that he had a preliminary proposal from Guardian RFID for an inmate tracking system. This system will have documentation of where an inmate is at any given time. Every floor

deputy will have a hand held device that will signal when they need to get a specific unit walked. This can be programmed for however long you need between walk throughs. Suicide and medical checks will also be in there to set an alarm to go off as a reminder a walk through is due. While they are there, they will scan a wrist band that will be assigned to the inmate or a button on the door. At this time, they manually enter what the inmate is doing and it will log the time and date. This system will do away with what is currently being done on paper forms. ICRMP has a program that will pay ½ of the cost to install. Director Renz is not prepared with a dollar amount at this time, there is an item included that he does not feel is necessary, he will have at the next meeting a set up price and the ongoing fee.

5. **Adult Misdemeanor Probation – Ms. Prewitt**

a. Personnel – action - There are three(3) still out at post but due to graduate this Friday. Currently fully staffed.

6. **Juvenile Detention Center – Mr. Bodily**

a. Personnel – action - nothing to report.

7. Executive Sessions – not needed.

**REPORTS OF ACTIVITY**

8. **Budget Matters - Clerk Page, Deputy Clerk Wallace**

JDC budget is at 71.83% gone on 82% of the year. Second ½ payments will be in the report for the next meeting.

Adult Misdemeanor Probation is at 72% gone at 82% of the year. Mini-Cassia Jail is at 76% gone at 82% of the year. Budgets were approved and the hearing will be August 23.

9. **Juvenile Detention Center – Mr. Bodily**

As of today, there are 9 in detention: 7 from Cassia and 2 from Minidoka. The JDC is fully staffed and the new administrative assistant is doing very well. They hired Kimberly Bearry, who was approved at the last meeting upon passing all the background checks. They will be hosting a retirement party for Charlotte on August 31<sup>st</sup> from 1:30 p.m. to 3:00 p.m.

10. **Adult Misdemeanor Probation – Ms. Prewitt**

There are currently 845 active probationer cases and 316 pretrial. They are three (3) staff short for the month because of post. Budget looks good.

11. **Criminal Justice Center – Mr. Renz**

Jail population is 122, 40 inmates from Cassia, 39 from Minidoka, 30 from State, 9 US marshals 2 ICE 1 Twin Falls, this gives us 42 beds rented.

**UNFINISHED BUSINESS ACTION ITEMS**

12.

Prosecutor Larsen proposed that instead of always asking if we want to continue asking every meeting if we want zoom to just make a motion to always continue with zoom meetings.

Undersheriff Pinther moved to continue every meeting through zoom with a second voiced by Commissioner Searle. Motion carried.

Commissioner Searle moved to adjourn the meeting with a second voiced by Commissioner McClellan. Motion carried. Meeting adjourned at 8:26 a.m.

**Next Meeting:** August 10, 2021, 8:00 a.m. via zoom.

DRAFT