

**MINI-CASSIA JOINT JUVENILE JUSTICE COMMITTEE**

**Meeting Minutes**

**Tuesday, February 14, 2023**

The Mini-Cassia Joint Justice Committee met this day with McCord Larson (Cassia Prosecutor) chairing the meeting.

The meeting was called to order by Prosecutor McCord Larson at 8:00 AM

Also in attendance: Kent Searle (Cassia Commissioner), Dan Schaeffer (Minidoka Commissioner), Jarrod Thompson (Cassia Undersheriff), Dave Pinther (Minidoka Sheriff), Lance Stevenson (Minidoka Prosecutor), Amber Prewitt (Misdemeanor Probation Director), Shannon Taylor (MCCJC Lieutenant), Kerry McMurray (Cassia Assistant to the BoCC), Trent Bodily (Juvenile Detention Director), Mitzi Ramsey (Minidoka Deputy Clerk), and Michelle Wallace (Cassia Deputy Clerk)

**PREVIOUS MEETING MINUTES**

The Mini-Cassia Joint Justice Committee Minutes from 01/24/2023, were discussed.

**Motion and Action:** Approval for meeting minutes from 01/24/2023, **Motion by** Dave Pinther – Minidoka Sheriff, **Seconded by** Kent Searle – Cassia Commissioner, followed by a unanimous yea vote.

**Action Items**

**MCCJC Lieutenant – Shannon Taylor:** Lieutenant Taylor reviewed a revised quote for a video licensing purchase that was previously approved by the committee in the amount of \$1,400.00. The server does not have sufficient memory. A new server is needed in order to store the data. The cost increased from \$150.00 a camera to \$16,058.75 to replace the server. This should provide enough memory for future needs. The quote is from PST which currently the only company who manufactures those cameras, going with another company is not an option.

Prosecutor Larson inquired if this would give the ability to keep information off of every camera in the jail. Lieutenant Taylor responded that they are currently limited to saving 90 days of video. This video licensing will give the ability to pull the cameras back and have a wider view area that will be recorded, but for live video would only be one small area. The recordings would be for evidence collection, if needed.

Prosecutor Larson inquired if a recording could be pulled and saved longer than the 90 days if needed. Lieutenant Taylor responded with no, once the 90 days have expired a recording is gone forever. If there was an incident within the 90 days, the video could be saved onto a disk.

Prosecutor Larson inquired if there was money in the budget for this purchase. Lieutenant Taylor responded that he is not asking for approval to make the purchase at this time. The expense is more costly than originally anticipated. Taylor wanted to bring it to the committee's attention, as he is awaiting additional information. He will check to see if the cost is anticipated to increase between now and next year's budget, should they decide to wait.

Commissioner Searle inquired if we could look into retaining memory for at least 180 days. Prosecutor Larson believes that 180 days would be appropriate for retaining video for any tort claims. He will discuss the matter further with Prosecutor Stevenson in regards to the use of possible other funds for the purchase. It was discussed that the videos will be beneficial for litigation or PREA standards.

Taylor presented the names of Bryan Booth for a Detention Deputy position, Jacob Howell for Detention Deputy Position and Cheyenne Heaton for Jail Tech position to the committee for approval. They have all completed polygraph and background testing.

Commissioner Searle inquired that after the hiring of these positions will the positions all be filled. Lieutenant Taylor reported that they currently need to fill one Detention Deputy Position and in two weeks they will need to fill another position.

**Motion and Action:** Approval for hiring Bryan Booth for Detention Deputy Position, Jacob Howell for Detention Deputy Position and Cheyenne Heaton for Jail Tech Position, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Jarrod Thompson – Cassia Undersheriff, followed by a unanimous yea vote.

Taylor presented a revised bid for the repair of the Kitchen Office Floor. It was his understanding that the original bid that was previously presented, was for the floor drain and kitchen floor repair, but that was only for the floor drain. That work is now in progress. Taylor is requesting approval for the repair of the Kitchen Office Floor from BFC in the amount of \$3,350.00. There is money in the budget for this repair.

**Motion and Action:** Approval for repair of Kitchen Office Floor from BFC in the amount of \$3,350.00, **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Dave Pinther – Minidoka Sheriff, followed by a unanimous yea vote.

### Reports of Activity

**Mitzi Ramsey – Minidoka Deputy Clerk:** Deputy Ramsey reported Juvenile Detention Center expense budget is at 31.4% expended with 37% of the year completed. Both counties have funded. The trust balance is \$928,666.75.

**Michelle Wallace – Cassia Deputy Clerk:** Deputy Clerk Wallace reported that the Misdemeanor Probation revenue is at 51% with 37% of the year completed, expenditures are at 34% with 37% of the year completed. Jail revenue is at 26.85% and expenditures are at 35% with 37% of the year completed. The trust balance is \$1,023,553.48.

**Trent Bodily - Juvenile Detention Director:** Bodily reported they currently have six total residents; four from Cassia County and two from Minidoka County.

Bodily reported the on site PREA Audit went well, with indications that there will probably be no issues. The policies all looked good. They are waiting for the completion from the Auditor to insure they are in compliance with all the standards. He is hoping to hear the results in the next few weeks.

Bodily reported they are currently fully staffed. Out of fourteen full time officers around a half have been employed a year or less. It will take almost two years until all have passed POST. With the upcoming budget season, he would like to discuss a possible increase in starting pay. They are currently starting at \$17.25 an hour. Due to requiring rotating shifts he would like to look at a possible increase of starting pay or possible shift differential pay in the upcoming budget. They cannot afford to lose any more seasoned staff members.

**Adult Misdemeanor Probation Director – Amber Prewitt:** Prewitt reported being down one staff member. It is anticipated that compensatory time hours will be increasing to fill in on Fridays. The job position has been posted for a week, and no applications have been received. She has received inquiries, but no applications.

**MCCJC Lieutenant – Shannon Taylor:** Taylor reported a population of 154 inmates: 51 Cassia, 31 Minidoka, two State, 41 IDOC, 25 US Marshall, four courtesy and 68 beds rented. They are currently fairly full and higher than he would like.

McCord requested that Taylor send a list of inmates to both Prosecutors so they can look at the possible release of inmates.

Taylor reported they are currently down one deputy. They will be down another deputy in two weeks that is transferring to patrol. Three deputies are attending CSI POST for one more week, and then they graduate. They have four currently in training, along with the three approved today for a total of seven in training.

Taylor reported the ICE PREA Audit is starting today and will go for the next three days.

Taylor mentioned that the roof work has begun. The repair was supposed to start the first of November and done by the end of November, but they just started and are working on it at various times.

**Cassia Assistant to the BoCC – Kerry McMurray:** McMurray requested the quarterly jail tour be scheduled between Minidoka and Cassia County Commissioners. It was scheduled for February 27<sup>th</sup> at 8:30am.

8:31 AM Executive Session

8:31 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 **Moved by** Kent Searle – Cassia Commissioner, **Seconded by** Dave Pinther – Minidoka Sheriff.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 3).

**Yes:** Jarrod Thompson – Cassia Undersheriff, Dave Pinther – Minidoka Sheriff, Kent Searle – Cassia Commissioner

Upon exit of Executive Session, the board took the matter under advisement.

8:39 AM Adjourn

8:39 AM **Motion and Action:** Adjourn, **Moved by** Dave Pinther – Minidoka Sheriff, **Seconded by** Kent Searle - Cassia Commissioner, followed by a unanimous yea vote.

**Next Mini-Cassia Joint Justice Committee Meeting**

(Virtually by Zoom)

Scheduled for 8:00 AM, Tuesday, February 28th, 2023