



# Idaho Sheriffs' Association

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## Jail Standards Committee Idaho Sheriffs' Association December 8, 2015 Meeting Minutes

Boise, ID

The meeting was called to order by Chairman Wilde at 8:00 a.m. Present at the meeting were: Chair Paul Wilde, Cindy Malm, Vaughn Killeen, Doug Hughes, Mark Cowley, Jim Jeffries, Jason Bailey, Gene Ramsey, Ryan Zollman, Craig L. Hanson, Howard Manwaring, Lorin W. Nielsen, Aaron Shepherd, Douglas McFall, Sid Hamberlin, Brent Bunn, Clarence Costner, Jim Dalley, Tad Bybee, Scott Ames, Kathleen Ballard, Len Humphries, Dave C. Resser, Tami Shurtleff, Ryan Kaufman, Jared Willmore, Dean Klingler, Casey Burns, Kelly Erickson, Cody Strong, Steve Anderson, Shauna Kellerman, Dan Kennedy, Marisela Ibarra, Patti Bolen, Mike Haderlie, Kieran Donahue, Bruce Bowler, Roy Klingler, Mitch Alexander, Shaun Gough, Chad Huff, Kim Edmondson, Chris Johnson, Daren Ward, Jay Davis, Tom Carter, Wayne Rausch, Ron Manell, Matt Thomas, Jeff Stevens, Marv Dashiell, Cameron Stamford, Brian Covert, Michael Wiggins, Doug Giddings, Carl Ericson, Sam Dye, and Rich Sammons.

Shaun Gough moved to accept the June 2015 minutes and Patti Bolen seconded. The minutes were approved.

Chris Johnson, IDOC, reported that the changes in the billing have gone smoothly. IDOC is changing many of their programs, narrowing them down to five programs to make the programs they have more efficient and manageable.

Daren Ward reported on what the Jail Administrator's Association has been doing. He stated they have submitted their Jail Administrator's Association Operating Procedures to the Executive Board. Chairman Wilde told everyone they should review the proposed Operating Procedures and it will go before the general session for a vote for approval.

Chairman Wilde explained the progress on IPREA and reminded everyone that IDOC will require it for anyone who houses their prisoners. The first audits will begin in August of 2016.

Chairman Wilde stated that Cindy Malm is currently working on the Jail Model policies and procedures and we hope to have them done by inspection time next year.

Chairman Wilde announced that 25 jails were recommended for a 2015 – 2016 Certificate of Compliance. The jails are: Fremont, Jefferson, Madison, Bonneville, Power, Bannock, Elmore, Payette, Washington, Valley, Bingham, Twin Falls, Blaine, Nez Perce, Adams, Gem, Bonner, Lemhi, Ada, Canyon, Owyhee, Caribou, Mini-Cassia, Clearwater, and Kootenai. Shaun Gough moved to approve the recommended jails for a Certificate of Compliance, Lorin Nielsen seconded the motion, and the motion passed.

Chairman Wilde explained that we haven't approved the revised Jail Standards Operating Procedures yet. He asked the committee to review the proposed Operating Procedures and we will vote on approval at the February meeting.

Cindy Malm proposed several changes or revisions to the Jail Standards Manual:

Standard 11.03 states "The written policies and procedures shall address, at a minimum, the following: (f) Screening, referral, and care of mentally ill, suicide prone, retarded, and disabled inmates." The recommendation was to replace the word, "retarded" with "developmentally challenged". Patti Bolen moved to accept the recommendation, Roy Klingler seconded the motion, and the motion passed.

Standard 11.26 states, "Following the Basic Detention Academy, personnel shall attend training as needed to maintain CPR certification and AED proficiency". The recommendation was submitted by Kimberly Edmondson of Kootenai County to change to "Following the Basic Detention Academy, personnel shall attend training every two years to maintain CPR and AED proficiency." The recommendation was made because students who attend POST are not actually certified, but do have the full training. There was a discussion over why POST is not certifying the students and several of the sheriffs stated that if it was a matter of money for the cards, their agencies would pay for their deputies to have the card. The matter was passed to the Training Committee and POST Council for follow-up and no motion was made.

Standard 17.08 states that "Every inmate, upon his or her request, is allowed to practice a court recognized religion, have access to clergy, publications, and religious symbols, subject to those limitations necessary to maintain facility security and order." The recommendation was submitted by Kathy Parker of Bonneville County to change the wording to, "Every inmate, upon his or her request, is allowed to practice the religion of their choice where the religion of choice does not place an unnecessary burden on the facility or impact the safety and security of the inmates, staff and the facility. Inmates shall have access to clergy, publications, and religious symbols, subject to those limitations necessary to maintain facility security and order." The change was recommended as there aren't any court recognized religions. Craig Hanson moved to accept the change as written, Matt Thomas seconded the motion and the motion was approved.

Standard 02.08 states, "The facility administrator shall submit a completed "Inmate Cost per Day" formula worksheet to the Idaho Sheriffs' Association Jail Coordinator by November 1 of each year." Cindy Malm explained that there was no mandatory or recommended rating

attached to the standard and she is having some trouble getting them from some of the agencies each year. Every three years the Idaho Sheriffs' Association must present the information to the Legislature and she recommended a mandatory designation to the standard. Roy Klingler moved to make the standard mandatory, and Shaun Gough seconded. There was further discussion as Canyon County stated that November 1 was too soon to get the information as they still had bills coming in until November 30 and several other agencies expressed they were in the same situation. Roy Klingler amended the motion to change the due date in the standard to December 15 each year and to make it mandatory. Shaun Gough seconded the amended motion and the motion passed.

Patti Bolen announced that her Jail Administrator, Dave Snider, was retiring the end of this month and she introduced Jason Bailey who will take Dave's place.

Kim Edmondson asked if the committee would like to check into having part time detention officers certified by POST. Bruce Bowler clarified that Dispatch doesn't have any part time certification either. Lorin Nielsen stated that he would try to get the matter on the POST Council agenda for discussion.

Chairman Wilde announced that we are in the process of trying to find a Commissioner from District 1 to fill the vacancy on the Jail Standards Committee.

Chairman Wilde thanked the Commissioners on the committee for serving and told them their input was important. He asked if there was anything they needed from the committee. Larry Schoen explained that, as a new member of the committee, he would like to be oriented to the work of the committee. Vaughn explained that we'll get the revised Jail Standards Operating Procedures out to everyone to review. We will also send out the inspection checklist and manual for his review.

Howard Manwaring stated that he would like to get the notifications of the meetings sooner as he didn't know about this meeting until last week. He stated that the more time he has, the easier it is to get on his calendar. Cindy Malm agreed to send the notification out further in advance of the meeting.

Daryl Wheeler moved that the meeting be adjourned and Patti Bolen seconded the motion. The motion passed and the meeting was adjourned at 8:40 a.m.

Minutes Written by Cindy Malm