

## PRISON BOARD MEETING

March 11, 2025

In Attendance: DA Sayers, Commissioners Glass, Sobel & Winters, Deputy Warden McQuillen and Controller Edwards

Excused: Judge Ammerman and Sheriff Churner

**The meeting held in the Commissioners Meeting Room was called to order by Commissioner Sobel at 11:30 a.m.**

**Public Comment:** none

**Approval of Meeting Minutes:** Commissioner Winters made the motion to approve the February 18, 2025 minutes, with a second from Commissioner Glass. The motion carried.

**Executive Session:** At 11:33 a.m. Commissioner Glass made a motion to enter Executive Session to discuss a personnel issue. Commissioner Winters seconded, and the motion carried. Executive Session ended at 11:35 a.m. At that time Commissioner Winters made a motion to name Deputy Warden Oates as Acting Warden, effective March 5, 2025. DA Sayers seconded, and the motion carried.

**Financial Committee Report:** Controller Edwards presented the financial reports for February. Commissioner Winters made a motion to approve the financial report. DA Sayers seconded, and the motion carried.

**Warden's Report:** Controller Edwards and Deputy Warden McQuillen reviewed the Housing, Revenue, Inmate Financial Responsibility and Extraordinary Occurrence Reports for February. Deputy Warden McQuillen noted that our current population is 159, which is higher than it has been recently.

There were no extraordinary occurrences for the month.

Controller Edwards reviewed the bills for February and made a motion to approve the bills as presented. Commissioner Winters seconded and the motion carried.

**Work Release Program:** Deputy Warden McQuillen noted that there are currently three inmates participating. She also explained that, once she eliminates potential candidates due to various requirements, it basically leaves 5 inmates eligible. DA Sayers asked if the Courts should consider relaxing requirements for Pre-Trial detainees, such as inmates waiting for trial involving misdemeanors or DUI. Discussion ensued regarding safety & security reasons for excluding pre-trial detainees. Commissioner Glass asked how other counties handle pre-trial detainees, and DA Sayers said he would investigate. In addition Deputy Warden McQuillen will prepare a report showing statistics on pre-trial detainees.

**Personnel:** Deputy Warden McQuillen reviewed personnel. We currently employ 26 full-time-equivalent corrections officers, which is well below what is needed and greatly impacts the amount of overtime pay we have experienced.

**Correspondence:** none

**Old Business:** none

**New Business:** Commissioner Sobel read a letter from the Department of Corrections congratulating the jail on having no findings in their audit. This also puts our facility on the bi-annual audit schedule, rather than every year. Deputy Warden McQuillen explained that they plan to perform an internal mock audit on the “off” years to ensure that we are complying with regulations.

**Good of the Order:** Deputy Warden McQuillen noted that a 19 year old inmate recently completed studies and graduated high school while at the jail. She also noted that the leadership transition with Warden Rupprecht’s departure has been smooth.

**Executive Session:** none

**Adjournment:** The meeting adjourned at 12:00 PM.

Our next meeting is scheduled for Tuesday, April 15, 2025, and will be held in the Commissioners meeting room.