

PRISON BOARD MEETING

June 17, 2025

In Attendance: DA Sayers, Commissioners Glass, Sobel & Winters, Warden Oates 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 12:00 p.m.**

Public Comment: none

Approval of Meeting Minutes: Commissioner Glass made the motion to approve the May 13, 2025 minutes, with a second from DA Sayers. The motion carried.

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

Warden's Report: Warden Oates reviewed the Housing, Revenue, Inmate Financial Responsibility and Extraordinary Occurrence Reports for March. Warden Oates noted that our current population is 161 in-house, which is an increase from recent months. However there is no prominent reason as to why numbers are increasing.

There was one extraordinary occurrence for the month which involved the use of chemical spray to restrain the inmate.

Controller Edwards reviewed the bills for May. Commissioner Glass made a motion to approve the bills as presented. DA Sayers seconded and the motion carried.

Work Release Program: Warden Oates reviewed work release statistics, which show 4 inmates currently participating.

Personnel: Warden Oates reviewed personnel. We currently employ 32 full-time and 2 part-time corrections officers, which means that we are fully staffed. More part-time corrections officers would be useful to cover vacations and other scheduling gaps.

Correspondence: none

Old Business: Warden Oates reported that the Project Manager and technicians have been at our facility to set-up for the control panel installation. They are doing as much prior to the actual installation in order to minimize housing disruptions. Warden Oates is hopeful that the project will be complete prior to the estimated completion date of August.

New Business: Commissioner Sobel commended the jail leadership team for completing a revision of the inmate handbook. Commissioner Glass asked if it is available electronically, and Warden Oates reported that it is available on the tablets used by inmates.

Good of the Order: Commissioner Glass noted that the final printed and signed labor contract with the Corrections Officers should be available within a week. Warden Oates reported that the AA program has been restarted for interested inmates.

Executive Session: none

Adjournment: The meeting adjourned at 12:205 PM.

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