

COLUMBIA COUNTY SHERIFF
MEMORANDUM

APPROVED
AS PRESENTED
08.10.2016

Date: April 12, 2016
To: Sheriff Jeff Dickerson
From: Timmi Sue Hald, Support Services Supervisor
SUBJECT: JOCAC MEETING – MINUTES FOR 04/12/2016 MEETING

Attendees: Committee Members:

Garret Lines, Vice Chair
Jeff Auxier
Greg Hinkleman
Jamie Maygra
David Crawford
Lester Kahr

Columbia County:
Sarah Hanson, County Counsel

Columbia County Sheriff's Office:
Tony Weaver – Jail Commander
Timmi Sue Hald – Support Services Supervisor

Meeting Location: Columbia County Justice Center, 901 Port Avenue, St. Helens, OR 97051
Meeting called to order at 7:00 pm

PUBLIC COMMENTS

Brady Preheim formally requested a copy of the JOCAC report. Mr. Preheim complained that he thought the jail was the most expensive jail in the country and that we were playing games.

OLD BUSINESS

Review of the minutes of the previous meeting. Minutes were approved.

NEW BUSINESS

We need a consensus for releasing a draft of the report to members of the public. Not a final copy, but something that says "draft" on it. We will need to go over each section.

- Introduction
 - No comments
- Summary

- No comments
- Jail Staffing
 - Captain Weaver stated that a little bit of the language in the report needs to be changed to rather than stating “by law” it should read “by policy”.
- Jail Management System
 - Mr. Lines – Do we need something to say what that is?
 - Captain Weaver – It tracks inmates appointments, inmate accounts and can track the inmate anywhere inside and outside the facility.
 - Mr. Kahr – Can you communicate with other facilities?
 - Captain Weaver explained the JMS with using RegJIN interface.
 - Mr. Kahr – I think it is very important to put an explanation in the report.
 - Mr. Auxier – In the second paragraph after the acronym ATIMS, should we put the explanation in the report now? Maybe I should talk to Lt. McDowall first.
 - Mr. Maygra – The report goes to the Commissioners right?
 - Mr. Lines – We need money to put it out to the citizens.
 - Mr. Kahr – Maybe we can put it on the county website?
 - Mr. Maygra – They (the Commissioners) can do it.
- Transport Vehicle
 - Mr. Lines – We need to insert April 2015
 - Mr. Kahr – The date that it was first requested
- Cost of Housing US Marshal Inmates
 - No Comments
- Spreadsheet
 - No Comments
- JMS
 - Mr. Auxier – I think it would be adequate to describe its feature in a sentence or two.
 - Capt. Weaver – Explanation of the primary functions of the JMS.
 - Mr. Hinkleman – Does the JMS offer medical services? Does it have a screening tool while booking in the inmate for file maintenance etc.?
 - Capt. Weaver – The new JMS offers a medical module where Deputies will have access to it as well. Deputies need to know specific information on inmates and this module allows it.
 - Mr. Hinkleman – For example; if an inmate is diabetic, Deputies need to know that.
 - Capt. Weaver – Deputies right to know for certain precautions about an inmate.
 - Mr. Auxier – Disciplinary and Classification module
 - Capt. Weaver – There is a module to track inmate grievances in this JMS as well.

- Mr. Kahr – Prisoners repeat quite a bit, what about money owed from a previous stay?
 - Capt. Weaver – We can't legally collect money unless we have a judgment. Only about 2% voluntarily pay their past debt. We have to set a threshold to attempt to collect and decide when it would be beneficial to go after a former inmate for unpaid fees.
- Capt. Weaver – The JMS system allows Deputies to access a wireless system from right where they are. It makes them much more efficient.
- Mr. Auxier – Came up with an explanation of the JMS for the report.
- Mr. Lines – This JMS systems keeps complete records for each inmate each time they are in custody?
 - Capt. Weaver – Yes; every record, every incarceration
- Mr. Hinkleman – Court ordered expungements will be deleted?
 - Mr. Lines- All records kept forever?
 - Capt. Weaver – Each record is kept, each record, each incarceration and we follow the Oregon State Archives retention schedule
 - Ms. Hanson – referenced the Retention Schedule by Oregon Secretary of State, State Archives.
- Mr. Auxier – Move to include in the report the new paragraph regarding the JMS.
 - Mr. Maygra – 2nd
 - Mr. Lines – any other discussion
 - Motion on the table: no debateable motion: previous question.
 - Motion on the floor: New JMS paragraph for report.
 - All in Favor: passed
 - All opposed: No comments
- Capt. Weaver – Need to change the verbiage of the report. States 4 certified deputies by state law and it should read 4 man post per shift. Policy requires minimum of 3 certified deputies for the mandatory posts.
 - Description of the 4 posts:
 - 1 Deputy in control
 - 1 Deputy in Booking
 - 2 Deputies supervising Inmates
- Mr. Lines – Motion to change 2nd sentences in the 5th paragraph
 - Mr. Kahr – 2nd the motion
 - All in favor: Passed
 - All opposed: No Comments
 - Mr. Kahr: Motion to accept the report as amended
 - Mr. Maygra – 2nd the motion
 - Mr. Lines – All in favor: passed
 - Opposed: No Comments

- Report will now go to the Commissioners and hopefully to the web
 - Mr. Lines – Need to send out copies once corrected
 - What is the possibility getting this out to the public? I thought Committee Chair or the Vice Chair, could go the Commissioners. We want to get this out to the public.
- Mr. Maygra- Asking public member Brady Preheim: Does Marty still record meetings on KOHI?
 - Preheim – Yes
- Mr. Maygra – Present this at the Commissioners meeting. The Sheriff’s Office to contribute to paying for the paper or possibly the commissioners.
- Mr. Hinkleman – I can present at the regular council meeting in Clatskanie
- Mr. Auxier – We should get it out in our sections
- Mr. Lines – We need to get it to civic groups
- Mr. Crawford – I can distribute to Mist/Birkenfeld
- Mr. Auxier – Over a year ago it was decided that the Chair person was the only one that can speak publically
 - Motion to allow each person to distribute the report?
 - Kahr – You are not speaking for or against
- Mr. Auxier – Moved to amend our previous rule about speaking publically about our report to allow individual members to distribute the report. Members are to speak about the contents of the report and only address what is in the report. The guidance being what is in the report.
 - Mr. Maygra – 2nd the motion
 - All in favor: passed
 - All opposed: No comments
- Mr. Maygra – We really don’t have a chair. We need to do something about it, not now but maybe at the next meeting.
- Mr. Lines – When do the commissioners meet?
 - Hanson – Every Wednesday at 10AM
- Mr. Maygra – We need to get on the agenda right away.
- Mr. Lines – I will go and Crawford can go along
- Ms. Hanson – Email Garret with contact info to get on the agenda

DISCUSSION ON NEXT MEETING

- Mr. Maygra – Changing Chairs or do something
 - Mr. Kahr – If you have a job or something, things fall on the wrong time
 - Mr. Lines – On the agenda, discuss board meeting at the next meeting

NEXT MEETING

- May 10th at 7PM
- Motion to adjourn
 - Mr. Hinkleman – 2nd
 - Meeting adjourned at 7:57PM