



Jail Planning Committee Meeting Minutes – March 27, 2012

The meeting was called to order at 4:30 PM.

Members present: Commissioners Edward D. Philpot Jr., John H. Thomas, Stephen H. Nedeau, County Administrator, Debra Shackett, Brian Loanes, Gary Goudreau, and Daniel Ward.

Absent: Brian Loanes.

Committee voted to approve the 3/14/12 meeting minutes. Ms. Shackett set up a video to watch on the jail planning process from the National Institute of Corrections Titled “Jail Planning – Getting it Right”. At the conclusion of the video, all reiterated why it is so important to hire a Jail Planning Coordinator. This way we also have a program development process, etc. and we can utilize a process used by others that is proven to work from the start.

The committee would like to put together a mission statement and a list of goals. Ms. Shackett recommended starting with a program Consultant, to schedule various ones that she and the Superintendent have researched, to come before this committee. Other components will stem from there, like a transition team, finance committee, community advisory committee to name a few.

Gary Goudreau handed out a DRAFT flow chart based on David Bennett’s report for the committee to review and make recommendations. It is a working copy for now.

Superintendent Ward researched the training grant that he brought forth at the last meeting. The cost of this training is covered entirely (100%) for a team of 5. It takes place in August. Superintendent Ward did say that often times, so few sign up to participate that they end up canceling sessions. Daniel has applied and will report back results as soon as they are available to him. There is a requirement that the grant follows as far as who goes the number in a group, etc.

Ms. Shackett reported that Mr. Loanes will be working on the Environmental Scan with Ms. Cagle and a meeting has been scheduled with potential stakeholders. He has also been working with Superintendent Ward on researching a screening tool.

With no further business to discuss, the meeting was adjourned unanimously at 5:53 PM.

Respectfully submitted,

Angela A. Bovill,
Administrative Assistant