WASHOE COUNTY

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STAFF REPORT
BOARD MEETING DATE: December 10, 2019

DATE: October 23, 2019

TO: Board of County Commissioners

FROM: Marc Bello, Captain, Detention Bureau
(775) 328-2962 mbello@washoecounty.us

THROUGH: Darin Balaam, Sheriff

SUBJECT: Recommendation to acknowledge Receipt of Status Report of Commissary Fund submitted by the Washoe County Sheriff's Office Commissary Committee for First Quarter for Fiscal Year 19/20. (All Commission Districts.)

SUMMARY

In accordance with NRS 211.360, this report is being submitted to the Board of County Commissioners and is intended to inform the Board of the status of the Commissary Fund and the activities during the fiscal year 19/20.

NRS 211.360 allows the Sheriff to establish and operate in each jail in his jurisdiction a commissary to provide items to inmates. The proceeds from the operation of the commissary must be maintained in a separate account and any profits must be expended only for the welfare and benefit of the prisoners in the jail. NRS 211.360 also requires the Sheriff to submit reports of the records to Board of County Commissioners as required by the Board.

Washoe County Strategic Objective supported by this item: Stewardship of our Community.

PREVIOUS ACTION

On August 27, 2019, the Board acknowledged item # 7J2, receipt of the Status Report of the Commissary Fund for the Fourth Quarter of FY 19/20.

On May 28, 2019, the Board acknowledged item # 5G5, receipt of Status Report of the Commissary Fund for the Third Quarter of FY 18/19.

On February 26, 2019, the Board acknowledged item # 8J1, receipt of Status Report of the Commissary Fund for the Second Quarter of FY 18/19.

On November 13, 2018, the Board acknowledged item # 11H3, receipt of Status Report of the Commissary Fund for the First Quarter of FY 18/19.

AGENDA ITEM # ______

On August 28, 2018, the Board acknowledged item # 10L1, receipt of Status Report of the Commissary Fund for the Fourth Quarter of FY 17/18.

On April 24, 2018, the Board acknowledged item # 8G2, receipt of Status Report of the Commissary Fund for the Third Quarter of FY 17/18.

On February 13, 2018, the Board acknowledged item # 6G3, receipt of Status Report of the Commissary Fund for the Second Quarter of FY 17/18.

On November 14, 2017, the Board acknowledged item # 5G1, receipt of Status Report of the Commissary Fund for the First Quarter of FY 17/18.

On August 8, 2017, the Board acknowledged item # 6J2, receipt of Status Report of the Commissary Fund for the Fourth Quarter of FY 16/17.

On May 9, 2017, the Board acknowledged item # 5I1, receipt of Status Report of the Commissary Fund for the Third Quarter of FY 16/17.

On February 28, 2017, the Board acknowledged item # 5J2, receipt of Status Report of the Commissary Fund for the Second Quarter of FY 16/17.

On November 29, 2016, the Board acknowledged item # 6J3, receipt of Status Report of the Commissary Fund for the First Quarter of FY 16/17.

On August 23, 2016, the Board acknowledged item # 5J1, receipt of Status Report of the Commissary Fund for the Fourth Quarter of FY 15/16.

On May 24, 2016, the Board acknowledged item # 5J3 receipt of Status Report of the Commissary Fund for the Third Quarter of FY 15/16.

On February 9, 2016, the Board acknowledged item # 5A, receipt of Status Report of the Commissary Fund for the Second Quarter of FY 15/16.

On October 27, 2015, the Board acknowledged item #5J6, receipt of Status Report of the Commissary Fund for the First Quarter of FY 15/16.

The Board has acknowledged receipt of the Status Report of the Commissary Fund since 2012.

BACKGROUND

On January 4, 1999, a Commissary Account was opened pursuant to NRS 211.360, which states in part: “1. The sheriff or chief of police of a city may establish and operate in each jail in his or her jurisdiction a commissary to sell to prisoners committed to the jail food, beverages, toiletries and such other items as may be approved by the sheriff or chief of police. …… 3. Proceeds from the operation of the commissary must be maintained in a separate account and any profits therefore must be expended only for the welfare and benefit of the prisoners in the jail.”

In accordance with NRS 211.360, this report is being submitted to the Board of County Commissioners and is intended to inform the Board of the status of the Commissary Fund and the activities during the fiscal year (FY) 19/20.

Fiscal Year	Revenue	Expenses	Profit / Loss
19/20	218,037.37	212,703.67	5333.70

Revenue:
Commissary items are provided through contract services by an outside vendor, Trinity Services Group, Inc., which specializes in providing commissary services to custodial institutions. Revenue is generated from commissions received based on the total revenue received by the vendor. The commissary fund also receives revenue from commissions through the contract with the inmate phone system provider, Legacy. All revenue posted to the Commissary Fund is used to provide programs, equipment/services and training for inmates that would not otherwise be available.

Programs:
Funds generated from commissions are used to provide programs to inmates such as counseling and chaplain services. The Commissary Advisory Committee recently authorized a review of contracts for these services and vendors submitted Requests for Proposal.

The counseling contract includes domestic violence, substance abuse, parenting and family classes and one-on-one transition planning. By offering vocational training and certification programs, offenders are more prepared for employment, are less likely to return to custody and provide valuable skills that transfer across fields. Under NRS 211, inmates completing their G.E.D. and/or 8 sessions of Substance Abuse are eligible to receive a 5-day early release from custody. This results in shorter jail days served which saves money in terms of costs to incarcerate individuals. In first quarter FY 19/20, 47 inmates received their HSE. The Substance Abuse Program had 189 inmates complete 8 sessions substance abuse course, saving a potential of 945 bed days and roughly $104,895, an increase of 16% from the 4th quarter of FY 18/19.

Commissary Funds were used for the remodel of a housing unit within the detention center for inmate programs.

Equipment/Services for Benefit of the Inmates:
- Cable television and newspapers provided in all the housing units.
- Reading glasses provided to indigent inmates.
- Library books.
- Bus passes provided to indigent inmates at time of release.
- Bus tickets purchased through the Inmate Assistance Program to assist individuals who need to travel home out of area.

FISCAL IMPACT

No fiscal impact. NRS 211.360 requires that Commissary proceeds must be maintained in a separate account and any profits must be expended only for the welfare and benefit of the inmates.

RECOMMENDATION

It is recommended that the Board of County Commissioners acknowledge Receipt of Status Report of Commissary Fund submitted by the Washoe County Sheriff's Office Commissary Committee for the First Quarter for Fiscal Year 19/20.

POSSIBLE MOTION

Should the Board approve the Staff's recommendation, a possible motion would be:

"Move to acknowledge Receipt of Status Report of Commissary Fund submitted by the Washoe County Sheriff's Office Commissary Committee for the First Quarter for Fiscal Year 19/20."