



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
D-33

For the meeting of: July 19, 2016

Date: July 1, 2016
To: Board of Supervisors
From: Michael T. Downey, Sheriff
Subject: Fiscal Year 2016-17 Budget Adjustment Request for Humboldt County Correctional Facility Budget Unit 243 for Purchase of Inmate Mail Screening System (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors:

Approve supplemental budget adjustment request in Budget Unit 243 Sheriff – Jail to establish a fixed asset line item in FY2016-17 Budget for purchase of inmate mail screening system (4/5 vote required).

Revenue			
1100-243-504410	Public Safety Realignment		\$159,988
Expense			
1100-273-8117	Fixed Asset – Contraband Detection Equipment		\$159,988

SOURCE OF FUNDING:

Humboldt County Community Corrections Partnership

Prepared by Norma S. Lorenzo CAO Approval Carina Heys
Norma S. Lorenzo, Deputy Director Sheriff Admin

REVIEW:				
Auditor <u>MSM</u>	County Counsel _____	Human Resources _____	Other _____	

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:
Board Order No. _____
Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Fennell
Seconded by Supervisor Bass
Ayes Sundberg, Fennell, Bass, Lovelace, Bohn
Nays
Abstain
Absent
And carried by those members present, the Board hereby approves the recommended action contained in this report.

Dated: July 19, 2016
By: Kathy Hayes
Kathy Hayes, Clerk of the Board

DISCUSSION:

At the June 15, 2016 Community Corrections Partnership (CCP) Executive Committee meeting, representatives from the County's Correctional Facility presented a request for funding to purchase a mail screening system to be installed in the Jail facility booking area. This request was approved by the Executive Committee and the department has requested quotes for the equipment. A supplemental budget adjustment in the amount of \$159,988 is needed to establish a fixed asset line item and record the revenue from CCP in budget unit 243 Sheriff – Jail to move forward with purchase of the security scanning system.

Drugs entering correctional facilities through the mail is a known problem within the corrections community. Correctional facilities have instituted various policies and procedures for inspecting incoming mail and to further complicate matters, offenders are becoming more creative with their drug concealment methods, making the task of finding drugs in the mail all the more challenging.

The computerized mail screening system will detect both visible and non-visible drugs that may have been folded or soaked onto paper. This new technology utilizes near-infrared light to reveal what cannot be seen with the human eye. This light penetrates stamps, paper, crayons and other confusants used to hide contraband in the mail and identifies the compounds present.

FINANCIAL IMPACT:

A supplemental budget adjustment in the amount of \$159,988 is requested to establish a line item in the approved FY2016-17 approved budget for the Humboldt County Correctional Facility budget unit 243 under Fixed Asset – Contraband Detection Equipment (1100-243-8117). The supplemental budget adjustment is requested for the purchase of an electronic mail screening system.

The CCP Executive Committee approved a transfer from Trust 3741-810520 Revenue Community Corrections in the amount of \$159,988 at the June 15, 2016 meeting, to cover estimated costs for the proposed mail screening system. Revenue from CCP Trust 3741-810520 will be deposited to Sheriff's – Jail budget unit 1100-243-504410 to offset purchase costs. No contribution from the General Fund is required.

The budget adjustment meets the Board of Supervisors Strategic Framework Plan goal of providing community-appropriate levels of service, as well as providing an increased level of safety for both staff and the public.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny the request to approve the budget supplemental adjustment request, however, this is not recommended as the purchase of the mail screening system will significantly improve health and safety in the Correctional Facility by eliminating drugs and other smuggled contraband.

ATTACHMENTS:

None