

## MINUTES

**Meeting:** Commission on Jail Standards

**Place:** John H. Reagan Building  
1400 Congress Avenue  
1<sup>st</sup> Floor, Room 140  
Austin, TX

Note that weather conditions which included rain and ice in Austin, required a rescheduling delay of this meeting.

To obtain a recording of the meeting after February 24, 2022, contact staffer William Turner, at 512-463-2690. An electronic copy of the minutes is available at:  
<https://www.tcjs.state.tx.us/meetings>.

**Time:** 9:00 a.m.

**Date:** May 19, 2022

### **I. Call to Order**

The meeting was called to order by Chairman Judge Stoudt of the Texas Commission on Jail Standards at 9:00 a.m.

### **II. Roll Call of Commission Members**

Judge Bill Stoudt, Chairman	Sheriff Kelly Rowe
Dr. Esmaeil Porsa	Commissioner Ben Perry
Mr. Duane Lock	Ms. Monica McBride
Ms. Patricia Anthony	Sheriff Raul Gonzales
Mr. Ross Reyes	

Commission members present at roll call were Judge Bill Stoudt, Mr. Duane Lock, Sheriff Kelly Rowe, Sheriff Raul Gonzales, Ms. Patricia Anthony, Mr. Ross Reyes. Mr. Dennis McKinney, Assistant Attorney General, was also present. Staff members attending in-person included Brandon Wood, Ricky Anderson, Alicia Soto-Barker, Jason Jouett, Byron Shelton, William Turner, Michael Gravitt, Melvin Bowser, Carol Bernhard, Leslie Speir, Valerie Woehl, and Ben Ablon.

**Others in attendance were:**

Ron Morgan, Coryell Co  
Judge Roger Miller, Coryell Co  
Sheriff Scott Williams, Coryell Co  
Katy Fallon-Brown, LBB  
Megan Milas, CGL Co  
Suzanne Bradford, GMJ Inc.  
Michael Starkey, Henderson Co  
Natacha Pelaez-Wagner, GMJ Inc.  
Sheriff Maxey Cerliano, Gregg Co  
Dale Curruthers, Terrell County  
Steve Buntyn, Harris County SO  
Sheriff Ray Scifres, Hockley Co  
Sonya Burns, Travis County Advocate  
Diana Claitor, Texas Jail Project  
Krish Gundu, Texas Jail Project  
Rosemary Fuentes, Terrell Co  
Thaddeus Cleveland, Terrell SO  
Rudy Madrid, Kleburg Co  
Christina Salinas  
Sonya Burns  
Jeremiah Richards, Montgomery Co SO  
Adam Lightfoot, Harris County

Michael Page, Montgomery Co SO  
Alex Stiles, Recana  
Pat Marion, Recana  
Adam Stiles, Recana  
Nathaniel Moran, Smith Co  
Sheriff Bo Sellman, Brazoria Co  
Jennifer Seward, Tx Jail Project  
Jennifer Shumake, Bexar Co  
Carla Stone, LaSalle Corrections  
Michael Starkey, Henderson Co  
Sheriff Ray Scifres, Hockley County  
Jason Scott, Harris County  
James McCormick, LaSalle  
Greg Sowell, Nacogdoches  
Jose Limas, Recana  
Sheriff Larry R. Smith, Smith County  
Keith P. January, Smith County  
Ronnie Taylor, TDEM  
Shannon J. Herklotz, Harris County  
Stacy King, Fannin County  
Marc Dupont, Harris County  
Melissa Ince, Harris County

**III. Approval of Minutes**

Sheriff Rowe moved to approve the minutes for the meeting conducted on February 24, 2022. Commissioner Porsa seconded the motion, which was subsequently approved unanimously.

**IV. Public Comment**

Christina Salinas commented on her sister and inmate Kelly Mastin. Ms. Salinas stated that her sister suffers from a form of epilepsy that requires frequent medication. Inmate Mastin was arrested by Fort Worth Police Department. Ms. Salinas claimed that a “multi-system” failure has left her sister “fighting for her life.” Ms. Salinas recommend a change to policy and procedure so that all inmate health information in the possession of police be transferred to the jail upon intake. Ms. Salinas also requested a change to jail policies that prohibit the

jail from administering the medication involuntarily that inmate Mastin was incapable of consenting to receive because of her diminished brain and mental capacities that symptoms of her lifelong epilepsy. Ms. Salinas asked that someone be accountable for this.

Ms. Diana Claitor, retired founder of the Texas Jail Project, like Ms. Salinas, commented on other inmates who have medical conditions that are untreated in jail. She recommended that TCJS adopt a rule to require each jail to have in its operational plan a designated family liaison staffer to prevent what happened to inmate Mastin and others.

Krishnaveni Gundu, co-founder of the Texas Jail Project, requested that the quarterly TCJS commission meeting be made available to the public online. She observed that when the meeting was available by Zoom (actually via Webex), there was increased public participation and that this improves the commission's work by providing data and information that cannot otherwise be obtained from jail inspections.

Sonja Burns also requested that the quarterly TCJS commission meeting be made available to the public online. She also state that because of SB 6, jails will see an increase of inmates with IDD, traumatic brain injury, and neuro-cognitive disorders.

## **V. Old Business**

### **A. Coryell County - Notice of Non-compliance**

Attorney general Dennis McKinney stated that Coryell County responded to the remedial order with insufficient information. He observed that they will not return to compliance any time soon. The only other remedy is to file suit for an injunction and to shut down the jail.

Executive Director Brandon Wood stated that the commission continues to work with the county and that since May 12 they have been below capacity.

Coryell County Sheriff Scott Williams stated that they are turning away first-degree felony non-violent offenders in order to keep under the jail's capacity limit. He asked the commission for advice what to do to remain under capacity. He state that he cannot get the county to take up the issue. He explained that, 15 years ago, they passed a bond issue, but decided not to accept the money and did not build the jail.

Director Wood observed that a more recent bond issue failed and asked if there had been any discussion of building temporary space.

Sheriff Williams stated they couldn't staff it even if they did build it. They considered temporary trailers, leasing and purchasing correctional housing trailers, but they could not meet the 1-to-48 requirement. He added that, they're so busy, they forget to complete the MARS and observation records. Commissioner Porsa expressed sympathy, however insisted that they can't justify not completing the MARS records.

Sheriff Williams said that issue had been corrected. He explained he has searched unsuccessfully a 400-mile radius to find beds.

Lock recommended the sheriff continue looking for beds. He observed that Dallas County Jail is only two hours away and has available beds. He explained that the commission will not waive the standards without a comprehensive plan to do so.

Judge Roger Miller, county judge for Coryell County, stated that the commissioner's court fully acknowledges the severity of the non-compliance. He expressed his belief they are doing their best without building a jail. He stated the jail averages 18 paper-ready TDCJ inmates per day, and the county is processing their case load rapidly.

Mr. Wood acknowledged that transporting inmates to other jails is expensive. He recommended they explore contracting the transport of inmates. Sheriff Williams said there is funding that could be used for that and stated he would look into it.

Mr. Wood observed that Coryell's incarceration rate is comparatively low, and they should expect it to increase. He recommended OAG continue their process and TCJS staff continue to assist them regain compliance. No vote required.

**B. Hidalgo County - Notice of Non-compliance**

Executive Director Brandon Wood explained that the Commission approved a variance at the August 2021 meeting allowing the jail to increase its bed capacity. After approving the variance, staff inspected the jail and found areas of non-compliance. Howard County was then placed on the agenda so the Commission could review the variance. However before this meeting, the jail was reinspected and found to be in compliance. Director Wood explained that since they are now in compliance he recommends that no additional action be taken.

**C. Red River County - Notice of Non-compliance**

Executive Director Wood explained that Red River County Jail has been in non-compliance since October 2021 for more than six months. At the time the agenda was drafted, they had not regained compliance but were reinspected and placed back in compliance prior to the meeting. Mr. Wood recommended no action.

**D. Smith County – Notice of Non-compliance**

Executive Director Wood explained that Smith County was on the agenda because of continuing non-compliance. He stated that at prior meeting staff requested a remedial order pending the jail's return to compliance. However, a subsequent comprehensive inspection found them again in non-compliance. Therefore, staff issued the remedial order. Director Wood listed six non-compliant issues: 1) Holding cells being used longer than 48 hours and the inmates therein were not being allowed to shower; 2)

Violent cells were being used, but the inmates therein were not being reassessed after 24 hours whether their housing remained appropriate; 3) Use of the restraint chair was not properly documented; 4) There was a TCOLE licensing issue, which has already been resolved; 5) There were staffing issues; 6) The inmates in holding cells were not being permitted to shower. Director Wood explained that, out of 6 issues of non-compliance, they have corrected 3, possibly 4 issues.

Sheriff Larry Smith explained that some people were in the holding cells because the jail was overpopulated. He stated that has been remedied: they have contracted with other counties for overflow. They are 20 inmates under their limit. They have corrected their prior supervision non-compliance. The Sheriff praised inspector Gravitt.

Commissioner Anthony asked for an update on staffing, and suggested that supervisors move out into the jail to observe operations and inmate interactions. She suggested contracting for medical and clothing concerns. Asked for update.

Sheriff: uniforms have been issued. They each have one extra set for each inmate. They have implemented a requirement that supervisors move through the facility at a specified frequency to observe the facility and requires that they record these rounds on sign-in logs. He added that staff are working together better. Commissioner Anthony asked, and Sheriff replied that they are no longer housing federal inmates and not holding any outside inmates.

Commissioner Lock acknowledged improvements the sheriff has made.

Director Wood inquired whether they have identified additional outside housing, and Sheriff Smith replied that they are looking continually for beds, and he described options.

Chairman Stoudt inquired whether they provide staffing for the jails they contract with. The Sheriff replied that they do not, except for providing hospital security when one of their Smith County inmates who are housed in Titus County is in the hospital.

Executive Director Wood recommended that staff continue to work with Smith County and that, if Smith County does not return to compliance by August, then to refer a remedial order to the Office of Attorney General.

Smith County Judge Nathaniel Moran reaffirmed they are looking for population relief and to improve operations. He noted that they have a new criminal court operating that expect will reduce the jail population and that they are considering hiring an architectural firm to build new jail.

#### **E. Terrell County – Notice of Non-compliance**

Executive Director Brandon Wood explained that Terrell County was on agenda due

to its September 2021 inspection, which identified seven areas of non-compliance. He stated the County has worked on these areas and that they have not been housing inmates because they are housed in other counties. He stated that, for this reason, the commission is not applying pressure to return to compliance.

Judge Dale Carruthers noted that sheriff Santiago Gonzalez passed away since the prior commission meeting and that sheriff Thad Cleveland was appointed in his place. She stated they are working on improving the jail.

Terrell County Jail Administrator Rosemary Fuentes stated that they are now in compliance with all seven areas and will submit a request for reinspection. She explained that there is one area of non-compliance remaining from a prior inspection related to the intercom and that they jail will look at that next week. Until it is repaired, the cell with the non-functioning intercom will be vacated and excluded from the upcoming inspection. All other areas are currently ready for inspection.

Director Wood recommended reinspection no action be taken and that county request reinspection. No action.

#### **F. Inmate Population and Capacity**

Executive Director Wood briefed the commission on its continual monitoring of jail populations. Paper-ready inmates have been sentenced to TDCJ and TDCJ must receive those county jail inmates within 45 days. On May 1, 2022, there were 314 inmates exceeded the 45-day mark. Mr. Wood explained that the number would increase and continue for the next several years. State prison system is prioritizing these inmates for transport to the state prison system, and it is important that counties get this paperwork as soon as possible so they can reduce their jail population. Judicial systems are operating at varying levels of speed due to COVID restrictions. Mr. Wood recommends counties form committees to monitor inmate populations and to anticipate and address overpopulation. Mr. Wood noted specifically that pretrial felony population is increasing and urged jails to ensure safety public safety in the context of this issue.

Commissioner Porsa inquired into the state's accountability for this issue. Commissioner Rowe replied that the state has none. He recalled that, in the 80s and 90s, the state was required to reimburse counties, but that law has expired and noted that the jails are left holding the bag. He stated that jail staffing is a statewide issue, and that this is going to take a few years to unwind due to the pandemic. Commissioner Lock asked whether paper-ready inmates stay in county jails indefinitely. Commissioner Rowe replied that, yes, jails must hold them until TDCJ collects them. Sheriff Rowe recalled a prior program called Parole Absentia PIA in which jails could parole paper-ready inmates if TDCJ did not collect them within a given time. He suggested this might be revisited as an option.

Commissioner Perry observed that a current revenue cap that prevents raising taxes,

might otherwise relieve this issue.

Commissioner Porsa asked what other stakeholders there are that advocate for relief of this issue, and Sheriff Rowe noted that Legislators are aware of it and that statewide stakeholders need to be found. Otherwise, it falls upon the local entities and TCJS.

Executive Director Wood noted that the statute Sheriff Row referred to regarding reimbursement is in Government Code 499, but the reimbursement portion of that statute has expired.

Commissioner Lock observed that, even if there's reimbursement, the staffing ratio will remain a problem. He raised the question whether the 1-to-48 staffing ratio should be revisited. Executive Director Wood replied that this is a question we often ask even in the best of time. We have been cautious in the past, but we may be forced to look at such things. Staff can provide background information on this. Commissioner Lock asked whether the commission has power to change the ratio, and Director Wood said it does.

Commissioner Reyes asked whether the commission has power to compel TDCJ to collect their inmates. Director Wood said it does not have such power nor such power over district judges to move inmates faster through their systems.

#### **G. Proposed Changes to Minimum Jail Standards for Adoption**

Executive Director Wood presented a proposal to adopt a change to the life safety minimum jail standards related to the certification of fire inspectors who inspect county jails. Mr. Wood read the language for adoption. He stated that the rule change references existing statute so that jails can see the statutory requirements in the rules. The language was published in the Texas Register for public comment. Executive Director Wood said there was no public comment. Mr. Wood requested permission to publish in the Texas Register for adoption. There was no discussion. Commissioner Porsa moved to publish for adoption. Commissioner Anthony seconded the motion, and subsequently the motion was passed unanimously.

#### **H. Proposed Rules Update**

Executive Director Wood stated that specified four rule changes proposed at previous commission meetings have been discussed in workshops chaired by Sheriff Rowe; these include rules related to a) the use of restraints, b) the duties of jailers in the event of inmate miscarriage of pregnancy or of the alleged abuse or assault of pregnant prisoner, c) the conduct of inspections and reinspections, and d) the use of purified drinking water in Dallas County Jail. Mr. Wood reported the status of the rule changes as follows:

- a. The rule change regarding the use of restraints required researching the background on statutes regarding the use of restraints. The background will be used at the next meeting to advance the discussion of the proposed rule.

- b. Regarding miscarriage, etc., the group obtained outside clarification of the intent of the bill from its author, which guided the workgroup discussion, and the workgroup now intends to finalize the rule change.
- c. The workgroup is developing this rule change through a process of ongoing trial and revision and hopes it can soon bring the rule changes forward for consideration.
- d. The workgroup believes that, since jails already are use certified public water supplies, the proposal would impact rules for jails that were in operation prior to 1976, and the proposal would impact only one jail (Dallas County Jail), and since the commission does not make rules for particular jails, the workgroup has discontinued discussion of the rule change and will not propose a rule change to the commission on this topic.

## **VI. New Business**

### **A. Cameron – Notice of Non-compliance**

Executive Director Wood stated that Cameron County was on the agenda an update on its status its December 2021 inspection, in which it failed in three areas. When the Commission sent Cameron County the invitation to attend the May Commission meeting, Cameron County submitted its final documentation demonstrating that it is now in compliance. The Commission recertified the jail, and staff recommends no action at this time.

### **B. Fannin (P) – Notice of Non-Compliance**

Executive Director Wood stated that Fannin County Jail was found non-compliant in its annual January 2022 inspection due to inadequate staff licensing. Twenty-three staff members had been appointed as temporary jailers but were not registered in the basic licensing course within 90 days of appointment as mandated the Administrative Code and Occupations Code. After receiving the notice of non-compliance, they began registering and processing through training. They are now in compliance. Because Fannin is a privately operated jail, it is required to appear before the Commission.

Stacey King, Jail Administrator at Fannin County Jail, testified that the jail has implemented a tracking system to track the training status of each jailer until they obtain their license. She stated that they review licensing every 30 days to ensure compliance. They have also replaced the training supervisor, and the new supervisor is aware of requirements and doing well.

Mr. Wood stated that they are back in compliance, and no action is necessary.

### **C. Kleberg – Notice of Non-Compliance**

Executive Director Wood stated that during the inspection of November 30, 2021, the inspectors found an unacceptable level of uncleanliness and sanitation. Mr. Wood



stated the jail had already been given technical assistance previously for the same issue. It was also found that the jail was not documenting required recreation. He stated that the jail was reinspected in April 2022 but found that the sanitation problem continued.

Kleburg County Sheriff Richard Kirkpatrick testified and noted that during April last year the jail administrator passed away. They filled the position a month later, but he was discharged later due to his failure to remedy the sanitation issues. Sheriff Kirkpatrick stated that all sanitation and graffiti issues have been corrected, and that the jail is being repainted. The floors are being given an epoxy coating. They have also eliminated all Styrofoam usage. The jail has purchased different food trays that must be washed and is now ready for reinspection. Rudy Madrid, Kleburg county judge, also testified and noted the sheriff and jail is doing well. He also noted their staffing shortage.

Mr. Wood asked the sheriff to coordinate with their inspector and submit their request for reinspection.

**D. Marion – Notice of Non-Compliance**

Executive Director Wood stated that the Marion County sheriff and county judge were unable to attend due to previously scheduled appointments. He stated that the jail was found non-compliant in December 2021 for failure in three areas: 1) failure to notify magistrate pursuant to CCP 16.22, 2) medical files not complete and intake screening form not complete in its entirety (previously warned), 3) not conducting 30 minute observation in holding detox and special observation areas and exceeding the 30 minute requirement. Technical Assistance for these issues had been provided previously. The jail is still experiencing issue with the screening form and magistrate notification within 12 hours. Mr. Wood said that, if the jail is not back in compliance by the time of the August 2022 meeting, staff will recommend the commission issue a remedial order. Mr. Wood recommended action at this time.

**E. Yoakum – Notice of Non-Compliance**

Executive Director Wood stated that Yoakum County is on the agenda because of being found non-compliant during December 2021 but that they have been reinspected and are now in compliance. No action necessary.

**F. Proposed Changes to Minimum Jail Standards**

- a. § 291.1 Inmate Telephone Plan, petitioned by Cassandra Lopez, member of the public. The petition relates to inmate phone plans, including providing a telephone book to inmates and allowing them at least 12 hours to make their phone call. Executive Director Wood recommended staff be allowed to discuss the petition in the rules workshop. Commissioner Perry made a motion to approve the recommendation, and commissioner Porsa seconded the motion, which was

subsequently passed unanimously.

- b. §§ 259.138, 259.235, 259.740, 260.134, 261.138, 261.234, 261.332. Holding Cells. The petition would change rules to modify holding cell doors and jail policies to allow for electronic signature devices in lieu of paper hard copy signatures that are currently passed through door slots. Petitioned by Ruby Romero. Executive Director Brandon Wood requested the petition be forwarded to the workshop for discussion and consideration. Commissioner Porsa moved to approve the request. Commissioner Perry seconded. The motion was subsequently approved unanimously.

### **G. Variance Sub-committee**

Executive Director Brandon Wood presented this item for discussion and consideration. Mr. Wood observed that jails that need to request variances to, for example, address staff shortages or overpopulation must wait up to 90 days for the commission to meet at its quarterly meeting and to consider the variance requests. Mr. Wood proposed the commission consider forming a variance subcommittee that would consider variance requests and when appropriate grant temporary tentative approval in between quarterly commission meetings. The tentative approval would later be subject to the full commission review and final decision at the quarterly commission meeting. Mr. Wood stated that this would provide the means of accomplishing in a timely manner the objective of being responsive to the commission's public stakeholders while still ensuring the safety and security of county jails. Mr. Wood recommended that the commission appoint the chairman the authority to establish the subcommittee and appoint the membership prior to the next commission meeting and then conduct a trial run.

Assistant Attorney General Dennis McKinney stated that the commission does have authority to create such a subcommittee and clarified that the subcommittee's tentative approvals would be subsequently subject to full commission approval.

Commission Lock asked for an example of how this might run its course. Executive Director Wood cited Starr County Jail, which had requested a variance a month ago. They have demonstrated that they have sufficient staff to be ready to proceed with their variance but have been waiting for 30 days until the commission meeting because Mr. Wood does not have authority to grant a variance. But a subcommittee could grant tentative approval sooner so that inmates are not sleeping on the floor while the jail waits for the commission to meet. Mr. Wood stated that the jail would have to demonstrate that they had exhausted all options and that they were compliant with all other rules before the subcommittee would grant a variance.

Lock asked whether staff had considered trying this as a pilot for a year to find unintended consequences. Mr. Wood stated that idea was welcome. Commissioner

Perry expressed his favorable view of the efficiency of the approach. Commissioner Anthony suggested that when a temporary variance is granted it might subsequently alleviate the possibility of non-compliance on that variance issue.

Commissioner Reyes said it would work for temporary issues but not permanent issues, such as construction issues. Mr. Wood agreed that subcommittee guidelines and rules must be established prior to commencement of the subcommittee.

Sheriff Rowe expressed his view that the variance subcommittee would eventually handle construction variances and, thereby, relieve the full board of such. Commissioner Lock moved to approve the establishment of a variance subcommittee and to review it at the next meeting. Commissioner seconded, and the commission approved unanimously.

## **VII. Variances**

### **A. Brooks (P) County Jail – Installation of variance beds**

Executive Director Brandon Wood stated that Brooks County private jail currently houses inmates for Hidalgo County, which is currently experiencing mass overcrowding and has already installed variance beds and may not establish additional beds.

Frank Lara, Vice President of Operations, The Geo Group, San Antonio, spoke to the commission. He stated that, upon request from Hidalgo County, Brooks County assessed their facility, and they are requesting that 40 single-occupancy separation cells be converted into double-bunk cells and that they add 20 bunks throughout two other units.

Mr. Wood stated that there is adequate square footage to grant the variance and that the facility would retain 20 separation cells, which would be adequate for the size of the facility. He stated that Hidalgo County is also exploring options with Cameron County.

Commissioner Porsa asked whether staffing, including health care staff, will be adequate. Mr. Lara affirmed that they have adequate staff for the variance.

Executive Director Wood stated and Mr. Lara confirmed that the medical staff is on-site. Mr. Wood recommended that the variance be approved for one year conditioned on ongoing review to ensure no issues arise. Sheriff Rowe moved to approve the variance. Commissioner Anthony seconded the motion, which was subsequently approved unanimously.

### **B. Starr County Jail – Installation of variance beds**

Executive Director Brandon Wood stated that Starr County Jail also currently houses inmates for Hidalgo County and is requesting four beds be converted into double bunks in existing 24-bed dormitories. It is also requesting that two beds be added in a multiple-

occupancy cell and that one bunk be added each of eight single-cells, which are currently operated as a common single-cell with an open day room environment. He stated that the 24-bed dormitories and the single-cells have sufficient square footage for the variance. However, the multiple-occupancy cells will be short on square footage. He stated that staffing will be sufficient. He recommended that the commission grant the variance request for one year. Commissioner Porsa moved to approve, and Sheriff Rowe seconded. The motion was passed unanimously.

## **VIII. IDD Advisory Committee**

Sheriff Rowe reported that the IDD Advisory Committee held two meetings. It has designated a vice chair, subcommittees with chairs and responsibilities related to the specified committee responsibilities. The committee will meet again in June, and the subcommittees will meet. Sheriff Rowe anticipates giving a more precise report at the August commission meeting. No action needed.

## **IX. Staff Report**

### **A. Completed Jail Projects**

Mr. Wood reported that staff conducted two occupancy inspections. Rockwall County opened a new jail, and the Garza County Detention Center is being repurposed. Of its 2,000 beds, 1,000 appear appropriate for housing county inmates.

### **B. Jail Planning and Construction List.**

There was no discussion.

### **C. Jails in Compliance/Noncompliance - Risk Assessment Report.**

At the time of the printing of the commission meeting book, there were 19 jails in non-compliance.

### **D. Status of Remedial Orders.**

There are two active remedial orders, Coryell County and Smith County.

### **E. Status and Composition of Jail Population.**

There was no discussion.

### **F. Executive Director's Activities**

February 8, 2022 Met with representatives from White Construction to discuss current projects and application of minimum jail standards in Austin, Texas.

February 10, 2022 Attended quarterly meeting of the Joint Commission on Mental Health in Austin, Texas  
Met with representative from HHSC to discuss current

operations and assistance to county jails in Austin, Texas  
Met with representatives from CGL to discuss Operation Lone Star and county jail resources in Austin, Texas.

February 15, 2022 Met with LaSalle Corrections to discuss current operations and potential expansion of existing facilities and operations in Austin, Texas.

February 17, 2022 Met virtually with representatives from National Institute of Corrections to discuss inspection processes.  
Met with representatives from HHSC regarding jail in-reach program in Austin, Texas.

February 27, 2022 Attended and presented at Jail Administration Management and Operations Class in Huntsville, Texas.

March 1, 2022 Attended Texas Coordinating Council for Veteran’s Services Criminal Justice subcommittee meeting.  
Met with representatives from Collin County to discuss their veteran’s court program and possible expansion of program housing at the Collin County Jail

March 3, 2022 Met with Dallas County representatives to discuss their notice of non-compliance in Dallas, Texas.

March 23, 2022 Attended Texas Coordinating Council for Veteran’s Services meeting in Austin, Texas.

March 31, 2022 Met with representatives from Collin County to review expansion of the Collin County Jail in Austin, Texas.

April 5, 2022 Attended and presented at the Senate Committee on Homeland Security meeting in Austin, Texas

April 19, 2022 Met with representatives from CMIT and Sam Houston State University to review the development and validation of the agency risk assessment tool in Huntsville, Texas

April 21, 2022 Attended the TCJS IDD Advisory Committee meeting in Austin, Texas  
Attended the Urban Sheriff’s Subcommittee meeting in Austin, Texas

April 22, 2022 Met with representatives from Texas Jail Project to discuss recording of out of state death in custodies in Austin, Texas

May 2-5, 2022 Attended and presented at the Texas Jail Association Annual Conference in San Marcos, Texas.

November 18, 2021 Met with representatives from GEO Group regarding potential use of privately operated facilities for Operation Lone Star or county inmates in Austin, Texas.

November 19, 2021 Met with representatives of the Office of the Governor to review grant proposals for Border Security Operations as provided for in HB9 in Austin, Texas.

November 24, 2021 Met with representatives from Department of State Health Services to discuss current issues county jails face with the

- forensic bed waitlist and new initiatives in Austin, Texas.
- December 13, 2021 Met with representatives from the Texas Jail Project to discuss current concerns brought forward by their members in Austin, Texas.
- December 15, 2021 Met with representatives from Sam Houston State University and Correctional Management Institute of Texas to discuss creation of a validated risk assessment tool in Austin, Texas  
Met with representatives from Gothams to discuss the Jim Hogg Temporary Processing Center intended to support Operation Lone Star in Austin, Texas
- January 10, 2022 Met with representatives from Department of State Health Services to discuss the new Technical Assistance Center for MH Resources that is being created in Austin, Texas.
- January 13, 2022 Attended and presented at Standards Workshop consisting of stakeholders in Austin, Texas.

In addition to the listed in-person meetings, the Executive Director continues to meet with interested parties virtually when it is not possible to conduct meetings in the traditional manner. This includes TCJS specific issues as well as in support of Operation Lone Star.

#### **G. Staff Training/Activities**

- **February 15, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Canadian, Texas for 15 detention officers.
- **February 16, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Canadian, Texas for 14 detention officers.
- **February 17, 2022** - Mental Health Trainer Melvin Bowser conducted two 4-hour Suicide Prevention for Jailers courses (#4901) in Weatherford, Texas for 8 detention officers.
- **February 22, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Burnet, Texas for 19 detention officers.
- **February 23, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Burnet, Texas for 17 detention officers.

- **March 1, 2022** - Accountant Leslie Speir attended CAPPs HR /Payroll Deployment Train the Trainer kickoff Training at the Austin Headquarters.
- **March 7, 2022**- Complaint Inspector Wendy Wisneski attended the IDD Online Training, conducted by the Texas Commission on Law Enforcement.
- **March 8, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Caldwell, Texas for 9 detention officers.
- **March 10, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Caldwell, Texas for 6 detention officers.
- **March 15, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Belton, Texas for 10 detention officers.
- **March 16, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Belton, Texas for 10 detention officers.
- **March 17, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Belton, Texas for 10 detention officers.
- **March 22, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Woodville, Texas for 18 detention officers.
- **March 23, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Woodville, Texas for 15 detention officers.
- **March 23, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour IDD Training for Jailers course (#2831) in Woodville, Texas for 16 detention officers.
- **March 29, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour IDD Training for Jailers course (#2831) in Burnet, Texas for 25 detention officers.
- **March 29, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Burnet, Texas for 15 detention officers.
- **March 30, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour IDD Training for Jailers course (#2831) in Burnet, Texas for 25 detention officers.
- **March 30, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Burnet, Texas for 15 detention officers.
- **March 30, 2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs HR/Position Management Conference Room Pilot Session at the Austin Headquarters.
- **April 1, 2022** – Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Time and Labor Conference Room Pilot Session at the Austin Headquarters.

- **April 5, 2022** – Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: ESS/MSS Modules (Session 1) at the Austin Headquarters.
- **April 5, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) and a 4-hour IDD Training for Jailers course (#2831) in Killeen, Texas for 22 detention officers.
- **April 6, 2022** - Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: ESS/MSS Modules (Session 2) at the Austin Headquarters.
- **April 6, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Killeen, Texas for 10 detention officers.
- **April 6, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour IDD Training for Jailers course (#2831) in Killeen, Texas for 9 detention officers.
- **April 7, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers course (#4901) in Killeen, Texas for 7 detention officers.
- **April 7, 2022** - Mental Health Trainer Melvin Bowser conducted a 4-hour IDD Training for Jailers course (#2831) in Killeen, Texas for 8 detention officers.
- **April 7, 2022** - Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: ESS/MSS Modules (Session 3) at the Austin Headquarters.
- **April 12, 2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: HR Management Module (Session 1) at the Austin Headquarters.
- **April 13, 2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: HR Management Module (Session 1) at the Austin Headquarters.
- **April 19,2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Position Management module at the Austin Headquarters.
- **April 19, 2022**- Accountant Leslie Speir attended CAPPs HR/PR FY22 UAT Kick Off Meeting at the Austin Headquarters.
- **April 20, 2022**- Accountant Leslie Speir attended CAPPs Training: Benefit Administration (Session 1) at the Austin Headquarters.
- **April 26, 2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: Time & Labor Superusers (Session 1) \*2-Day Course\* at the Austin Headquarters.
- **April 27, 2022**- Accountant Leslie Speir and Staff Services Officer Carol Bernhard attended CAPPs Training: Time & Labor Superusers (Session 1) \*2-Day Course\* at the Austin Headquarters.



- **April 27-29, 2022** - Mental Health Trainer Melvin Bowser assisted Brazos County with the Mental Health portion of the Basic County Corrections Course (#1120) in Bryan, Texas for 16 detention officers.
- **May 2-6, 2022** - Mental Health Trainer Melvin Bowser and Assistant Planner Courtney Elrod attended training at the Texas Jail Association Conference in San Marcos, Texas
- **May 2, 2022** – Field Inspectors Jason Jouett, Michael Gravitt, Byron Shelton and Martin Arnold conducted one (1), 4-hour “What to Expect During an Inspection” Course in San Marcos, Texas.
- **May 2, 2022** – Assistant Director Alicia Soto-Barker, Assistant Planner Courtney Elrod, Inspector Jason Jouett, Inspector Michael Gravitt, Program Specialist Kaitlin Lopez Cano and Program Specialist Lupe Moreno conducted one (1), 3-hour course at the Texas Jail Association Conference in San Marcos, Texas.
- **May 4, 2022** – Field Inspector Jason Jouett conducted two (2), 3-hour “Small Jail Issues” Courses in San Marcos, Texas
- **May 4, 2022** – Field Inspectors Michael Gravitt, Byron Shelton and Martin Arnold conducted one (1), 6-hour “Courtroom Challenge” Course in San Marcos, Texas
- **May 9, 2022** – Accountant Leslie Speir and Staff Services Officer Carol Bernhard will attend weekly CAPPS HR/Payroll UAT Coordinator Weekly Meeting at the Austin Headquarters
- **May 9, 2022** – Accountant Leslie Speir and Staff Services Officer Carol Bernhard will attend weekly CAPPS HR/Payroll UAT Coordinator Weekly Meeting at the Austin Headquarters

**H. Financial Report/Budget**

The commission continues to operate under budget. Staff will begin preparing the next Legislative Appropriations Request, which will contain several exceptional items.

**I. Inmate Complaint Report**

We continue to experience a large number of complaints. Two staff members have been repurposed to handle complaints, totaling three full-time complaint inspectors.

**X. Other Business**

- **Commission-sponsored Events and Workshops**

- **Commission Staffing**

Mr. Wood introduced Chris Keith as a new complaint inspector. He also introduced Martin Arnold who recently was redirect to the position of inspector.

- **Off Duty Employment**

- **Miscellaneous Letters of Comment**

**XI. Next Commission meeting is tentatively scheduled for:**

- August 5, 2022
- November 3, 2022

**XII.** By appropriate motion to adjourn by Commissioner Sheriff Rowe and second by Commissioner Locke the meeting was adjourned at 11:40 A.M.

The Board may meet in Closed Session on any item listed above if authorized by the Texas Open Meetings Act, Texas Government Code Ann. Ch. 551.



**Brandon Wood, Executive Director**

**May 10, 2022**



**Carol Bernhard, Secretary of the Commission**

**May 10, 2022**