

**ISA Board Meeting
September 16, 2020
Zoom Conference**

Meeting call to order by President Sheriff Craig Rowland.

Attendance: Sheriffs Rick Henry, Ben Wolfinger, Craig Rowland, Chris Goetz, Dave Sanders, Paul Wilde, Steve Bartlett, Shawn Gough, Richie Skiles

Non-Board Executive Director Vaughn Killeen, Programs Manager Tammara Tarvin, Lobbyist Murphy Olsen, and Jail Inspector Cindy Malm

Motion to approve the August 6, 2020 Board of Directors meeting minutes made by Sheriff Wilde Gough, minutes approved

Director's Report - Vaughn Killeen, Executive Director

Budget Report Overall financial report, continue to be healthy, in good shape despite training cancelations due to COVID-19. Grant funding covered costs and provided a bit more financial support than otherwise would have been made with conferences or direct mail. Motion to approve the financial report was made by Sheriff Wolfinger, seconded by Sheriff Sanders. Motion approved.

FY2020-2021 Budget Proposal was moved to the end of the meeting to discuss next year's operations plans.

Direct Mail income fell short of projection due to temporarily shutting down program due to COVID-19. Killeen asked board to resume program at the beginning of the year. Renewal mailings will not begin until January. Sheriff Goetz motioned to resume first of the year, seconded by Sheriff Wolfinger. Motion approved. Sheriff Wilde encouraged discussion with new sheriffs for their signatures when direct mail resumes. Killeen advised new sheriffs are educated on the program at the time their signatures are obtained for the letters sent out.

Programs Review provided by Tammara Tarvin.

Victim Fund collection has remained steady through the virus shut down with the exception of a dip in May.

VINE webinar was created for jail staff to view to meet jail standards training. Mailings to service providers encouraging them to place their information on the website was scaled back due to costs during the pandemic. Rather than sending out boxes that include swag, smaller packages including brochures and other print material was sent for half the cost. Program Manager was voted as a member of the VINE Advisory Committee for Appriss. The group meets three or four times a year. Travel costs are covered by Appriss.

Offender Watch, reminder the program provides a tip line. The data base has 51% of the nation's sex offender information which local sheriff's offices have access to. Registrations do not appear to have been affected by the virus. Information provided by Watch System Account Manager for Idaho will be sent to the sheriffs via the listserv.

Detention Officer Training scheduled virtually for the first sessions November into the first of December based on Cassia County Lt. Renz request as his agency hosts the training every year during this time period. Courses include Cultural Diversity, Balancing Bias, Inmate Mental Health, Vicarious Trauma (for LE), First Aid, Professional Boundaries, and Human Trafficking. Cost for all courses held on different dates and times is \$75. Registration link will be sent out as soon as possible to accommodate a request from Gooding County to be billed during this fiscal year in order to utilize unused training funding.

Jail Standards Committee –*Chair Sheriff Paul Wilde:*

Sheriff Wilde reported things in good shape, advising if COVID is in your community it is in your jail. Sheriff Wilde turned discussion over to the Cindy Malm who advised data inspections have been a more difficult due to people not responding. Jail Inspection was data based this year due to the pandemic. Eight jails are not recommended for certification, 28 are recommended. Malm completed one PREA Audit, Bonneville County, this summer. Bonneville passed. Due to high cases of COVID in Southwest Idaho, Canyon County's was cancelled.

The Executive Director postponed audits and inspections due to COVID getting worse before getting better. The Inspector going into jails is highly risky. Sheriff Wilde supports the postponements advising despite due diligent, Bonneville County had one entire POD infected. All were A symptomatic except for one. Malm is awaiting more specific guidance from the PREA National Resource Center regarding audits, however they've indicated they will be flexible regarding audit timelines due to the pandemic. Board discussed a plan moving forward informing stating ISA's policy regarding jail inspections and PREA audits under COVID-19 restrictions. Executive Director Killeen was instructed to draft a policy for distribution.

Operations Committee –*Chair Sheriff Dave Sanders*

ISA received the usual \$32,000 in OHV Grant Funds. Five counties received funding. There is \$5,000 leftover. Sheriff Wolfinger advised there were very few the out of state registrations this year due to COVID reducing the anticipated revenue

Training Committee- *Chair Sheriff Shaun Gough*

Nothing to report

Legislative Committee- *Chair Sheriff Steve Bartlett*

Sheriff Bartlett likes the committee model which includes jail administrators along with sheriffs. He would like to see more sheriffs involved and send in topics of interest. Board praised the selection of Olmstead as lobbyist as he has been engaged and available, people want to have conversations with him. Bartlett anticipates two main issues with legislation around COVID: how will COVID funds be distributed and who should have the authority to close businesses due to virus issues?

Olmstead stated special session was semi productive. There was a lot of input about the upcoming session regarding how lobbying and testimony will be heard. There are not a lot of opportunities to lobby. Board briefly discussed legislative event held by FOP that seems to help their organization.

Driver's License Fees cost analysis sent over to Palmer by Olmsted shows a loss to majority of counties in comparisons over the last 5 years. He is working with Molly McCarty. Data supports a \$5 increase in license and a \$2 test fee. The information has not received much push back and it provides enough information to get something going.

Sheriff Bartlett spoke with Rick Allen, ICOPA President. Board discussed combining with other associations to create a larger voice at the state house.

2020 Sheriffs School and Options- *President Sheriff Craig Rowland*

Sheriffs on the eastern side of state want to meet in person even if the conference is shortened. After board discussion, motion was made by Sheriff Goetz to hold a three-day conference with no vendors and sheriff plus one staff only. Motion second by Sheriff Wolfinger. Motion passed. Killeen will find a new location. Boise area is out due to number of COVID cases and restrictions as a result. The venue change may also change dates based on availability.

FY21 Budget – *Executive Director Vaughn Killeen*

Budget items were in question prior to above discussion. Director completed the budget after board made operating decisions. Projected conference revenue is reduced due to no vendors. Direct mail will remain the since ISA will be restarting normal cycle in January. In planning data inspections, Jail Inspections line item is reduced to \$10,000. Line Item 550.11 is \$23,500. Suggestion is made for vendor sponsorship for meals with 3 to 5-minute video and standard donation. April Lee still wants to take everyone out for dinner. A motion to pass the budget with a 3% raise for staff is made by Sheriff Goetz. Sheriff Wolfing modifies the motion to wait six months and review revenue to ensure sufficient funds to provide a 3% raise with a bonus to make up for the first six months without a raise. Motion passed.

ISA and IJAA Officers – Executive Director Vaughn Killeen

President Rowland suggested along with Killeen to keep IJAA board members the same, per their request due to the inability to meet for elections. BOD agrees.

President Sheriff Craig Rowland adjourns the meeting.