COUNTY OF GLENN
AGENDA ITEM TRANSMITTAL

MEETING DATE: April 5, 2016

Submitting Department(s):
Sheriff

Contact: Kathy Jones
Phone: 934-6441 or ATS ext 1801

BRIEF SUBJECT/ISSUE DESCRIPTION:
As required by Section 4025 of the California Penal Code, the attached Annual Report details expenditures to benefit Glenn County's detainees from the Inmate Welfare Fund for the calendar year of 2015. Revenues are received from commissions paid by telephone and commissary vendors, individual donations and interest earned.

AGENDA PLACEMENT

APPOINTMENT – Appearances by: (Specify Name & Title)

ATTACHMENTS
☐ Board Report
☐ Letter
☐ Minute Order
☐ Contract
☐ Transfer
☐ Grant App.
☐ Resolution
☐ Ordinance
☐ Proclamation
☐ Policy Update
☐ Code Update
☐ Other
☐ Report

LEGAL/PERSONNEL/FISCAL
☐ County Counsel
☐ Personnel
☐ Finance
☐ County Administrative Office

CLERK INSTRUCTIONS
☐ Return Minute Order
☐ Return Certified Copy Of:
☐ Other:

AFFECTED DEPARTMENT(S)

Required ______ Minutes
☐ Business – No ☐ Consent
☐ Correspondence ☑ Reports & Notices

☐ Receive Concurrence

PUBLIC HEARINGS & COMMITTEE VACANCIES

☐ State ☐ Federal

Public Hearings:
☐ Published
☐ Affidavit on File w/Clerk
☐ Affected Parties Notified

Committees:
☐ Vacancy Posted
☐ Application Attached

LEGISLATION
Bill#: __________
☐ Latest Version of Bill
☐ Draft Letter Attached
☐ List of Supporters/Opposers
☐ Statement of Relevance to County Interests
☐ Description Attached

☐ General Fund Impact
☐ Other: ______
☐ Budgeted
☐ Transfer Attached
☐ 4/5ths Vote Required
☐ Contingency Request

FUNDING SOURCE/IMPACT

CONTACTS, LEASES & AGREEMENTS
☐ New ☐ Renewal
☐ Amendment
☐ Insurance Certificate
☐ Contract Report

Date of Original Contract:
☐ Contract No.:
☐ Fiscal Year:

RECOMMENDED ACTION/MOTION:
Please review

Reviewed By (if applicable):

Department Head

Personnel Director

Department of Finance

County Administrative Officer

cc:
COUNTY OF GLENN
BOARD REPORT

April 5, 2015

Submitted by Sheriff Richard L. Warren, Jr.

EXECUTIVE SUMMARY:
Request for review of the 2015 Annual Glenn County Inmate Welfare Fund report.

RECOMMENDATION(S):
The Sheriff recommends approval of the Annual prepared report of revenues and expenditures made on behalf of the inmate population of the Glenn County Adult Detention Facility for the 2015 calendar year.

HISTORY AND BACKGROUND:
As required by Section 4025 of the California Penal Code, the details of all telephone commissions, commissary sales, donations and interest earned for 2015 as well as expenditures for the same year be published and displayed for public review on an annual basis.

FISCAL/PERSONNEL IMPACT(S):
No general fund impact.

ANALYSIS/DISCUSSION:

All items transmitted by a County Department or Agency for inclusion in the agenda for Board of Supervisors action must include all background and analysis necessary for the Board to make an informed decision. Failure to provide adequate information, analysis, or backup could result in the matter not being added to the agenda and returned to the department for additional information.
Glenn County Sheriff's Office Inmate Welfare Fund
2015 Annual Report

As required by Section 4025 of the California Penal Code, The Sheriff reports the following expenditures from the Glenn County Inmate Welfare Fund for the calendar year 2015. Revenues for this fund are received from commissions paid by telephone providers based strictly on the inmates' use while incarcerated, commissions paid on inmates' purchases of commissary items, and donations from inmates upon their release from custody.

<table>
<thead>
<tr>
<th>Cash on Hand as of January 1, 2015:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 114,745.79</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissary Sales</td>
</tr>
<tr>
<td>Communication Commissions</td>
</tr>
<tr>
<td>Interest</td>
</tr>
<tr>
<td>Donations</td>
</tr>
<tr>
<td><strong>Total Revenues for 2015</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liability Held in Trust</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Included in cash on hand)</td>
</tr>
<tr>
<td>When closing the old Commissary checking account, monies were transferred to the IWF budget, they must be held pending location of those inmates who did not cash their checks upon release.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Department Expense</td>
</tr>
<tr>
<td>Includes extraordinary items for inmates' benefit such as games for entertainment, newspaper subscriptions and correspondence materials. Bus passes for transportation upon release, as well as hygiene products for indigent inmates while incarcerated, were provided from these funds.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Facility Maintenance Employee Salaries for 2015</th>
</tr>
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<tbody>
<tr>
<td>* 75,000.00</td>
</tr>
<tr>
<td>Which include an Inmate Occupational Training Program for the calendar year providing instruction and hands-on training for inmates.</td>
</tr>
</tbody>
</table>

* The second half of the operating transfer for Maintenance Salaries for the 2014 calendar year was delayed until January 6th 2015 and so appears on the 2015 Annual report.

<table>
<thead>
<tr>
<th>Total Expenditures for 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>78,980.01</td>
</tr>
</tbody>
</table>

| Cash on Hand as of December 31, 2015 | $ 90,554.49 |

Prepared by Technician II
Glenn County Sheriff's Office