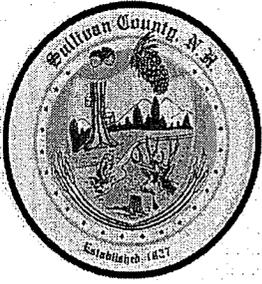


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Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743

Intra-Department Memorandum

From: L. Keefe Date: 3/14/08
Subject: CJCC Meeting Minutes At: Probate Court Room 3/11/08
To: CJCC Members

Attending: Supt. Ross Cunningham, John Gramuglia Director of Programs, Lori Keefe Corrections Secretary, Sheriff Prozzo, Commissioners Jarvis, Barrette and Nelson, Rep. Gagnon, Rep. Neilson, Cynthia Vezina, Cty. Atty. Marc Hathaway, Judge Cardello and Consultant Kevin Warwick.

1. Commissioner Nelson thanked those in attendance. Provided a brief overview of the today's presentation and stated that the Commissioners gave the project their support and endorsement at a Commissioners meeting held in February. Introduced Supt. Cunningham.
2. Supt. Cunningham stated that the original proposal was for a new build for a jail/ccc at a cost of \$45 million. In October, the project was revised and presented as a new build for a jail/ccc at a cost of \$38 million. We listened to everyone who attended the presentations and have come back with a proposal of a new build for the Community Corrections Center and an upgrade package for the Jail at a cost of \$5.7 million.
3. Supt. Cunningham, Mr. Gramuglia and Mr. Warwick presented the power point presentation showing statistical data, needs and pictures of the current Jail control center, program trailer and Unit 3, along with a picture of a sample Community Corrections Center. The following notations were made:
 - a. The Superintendent and County Attorney have had many discussions on the point in which a decision is made to sentence an offender to a program. Mr. Hathaway states it is based on several factors – need for punishment, deterrence message, need for rehabilitation. There is a standard sentencing of 12 months for crimes such as Sale of (hard) controlled drug. This is a matter of practicality to ensure that there is time to fit in a treatment component.
 - b. Mr. Gramuglia spoke to the treatment piece of the presentation. The new building would allow space for adequate programs, such as GED stations with software. Cognitive behavior and decision making classes will be as important as drug/alcohol treatment.
 - c. Supt. Cunningham stated that we are currently trying vocational training with inmates on simple automotive maintenance/repair, welding, landscaping and basic computer skills. We would like the space to improve upon these programs.
 - d. Rep. Gagnon asked whether a money figure had been attached to training staff on the new program system. Supt. Cunningham, Mr. Gramuglia and Kevin Warwick all spoke to this. We have budgeted in FY09 for additional staff to allow the current THU to run 24 hour shifts which we cannot do with current staffing levels. All staff in place and new hires are being trained now for changes that are taking place and will be taking place. Training is built in to the staff schedules each month at no additional cost to the County. Rep. Gagnon asked if this could be made a part of community presentations as a "savings" to the County.
 - e. Sheriff Prozzo and Marc Hathaway both stated that many have already seen the changes with the Department of Corrections and have commented on such. The Public Defenders office have stated that they see the positive influence in less inmate complaints, while the Sheriff sees it in decreased investigations.
 - f. A subcommittee is being formed to plan out sentencing orders and how they pertain to programs.

- g. The new Community Corrections Center would provide a cost savings to the County through decreased Sheriff transports of inmates to programs – there can be as many as 4 trips for an inmate interviewing and than be transported to outside treatment locations. By having a treatment program on site, there is no need for transport. This also allows for all area agencies to be involved and updated on the inmate's progress through the program. More importantly it allows for the family members to become involved making for a smoother transition home.
 - h. On-site programming also allows for sanction levels for behavior. Right now an inmate either completes or fails the outside program. There is no middle ground. In-house, we can have sanctions for behaviors that dictate how far an inmate will be set back in the program.
 - i. The other large piece is the need for same treatment opportunities for the female population. Currently the programming and positive steps are geared to the male offenders. The females do not have the same ability to reclassify their housing or to have contact visits and other privileges associated with residing in the THU.
 - j. Supt. Cunningham and John Gramuglia will be meeting with the Program Director at VT DOC. They are interested in a contract service for beds in our program at a per diem rate. Sullivan inmates would have bed priority.
 - k. It was an honor to have Chief Justice Broderick quoted as saying that maybe everyone should follow this route (Sullivan County DOC's model). Supt. Cunningham states that we have received calls from agencies as far as NY regarding the proposed project.
 - l. Supt. Cunningham asked the question whether there was a need to increase the number of female beds as we have maintained a high population. Much discussion ensued – don't want to be short-sited for future, want ability to build on in future. General consensus is to increase gsf to accommodate at least 72 beds with support space.
 - m. This will have an umbrella effect for reducing costs in other areas such as Human Services with the juvenile population.
 - n. The approach is positive in that while we deprive liberty we are still offering hope. It is the right thing to do from a human perspective.
4. Rep. Gagnon made a motion to support and endorse the concept as presented by Sullivan County Department of Corrections for a new Community Corrections Center and the Jail upgrade package. Motion was seconded by Rep. Neilson. All Aye, motion passed.
5. Supt. Cunningham said that the next step will be presenting to the full delegation and attending community events such as Revisit, City of Claremont Council, Newport Clergy Association, etc.

Meeting Adjourned at 4:40pm.

Respectfully Submitted,

Lori Keefe
Corrections Secretary