

Attachment B

Santa Barbara County Sheriff's Office

Grievance Oversight Committee
Meeting Notes

Sheriff's Community Corrections Input Group

July 7, 2016

1:00- 3:00 P.M.

Main Jail Conference Room

4436 Calle Real

Santa Barbara, CA 93110

Participants:

Mark Mahurin, Grievance Oversight Coordinator

Rory Moore, Families Act

Suzanne Riordan, Families Act, Alternate

Lynne Gibbs, National Alliance on Mental Illness

Ann Eldridge, Santa Barbara County Mental Health Commission (Absent)

Jim Rhode, Santa Barbara County Mental Health Commission

Julie Solomon, Mental Health Commission, Chair of Human Services Committee

Eddie Perez, Community Representative

Esther Lim, Jails Project Director, ACLU

I. Introductions

- a. Introduction of Jim Rohde, representing the Santa Barbara County Mental Health Commission, who will be attending as an alternate for Ann Eldridge, as she is unavailable for the next several meetings.

1. Mr. Rohde indicated that he is pleased to be a part of our committee and to participate with the important work the committee is accomplishing.

II. Review of the Draft Jail Rules Booklet

- a. The Jail Rules Committee has completed the draft of the new Jail Rules and Information Booklet. The draft is currently under final review at the command staff level. As agreed upon by the Commanders during the May meeting, they would like our committee to review and provide input prior to finalizing the booklet for printing and distribution.

1. This booklet will be printed in book format at 5.5" X 8.5".

- b. This booklet is provided to all inmates who are processed for housing.

- c. Members of the committee provided input and some minor edits for the final booklet. These recommendations are incorporated in the final version and the Jail Command staff has expressed their appreciation for the thoughtfulness of the information provided by the committee.

III. Review of the Jail Orientation pamphlet

- a. The Orientation pamphlet is provided to all inmates who are booked into the facility and is intended as a general guide for those who will only remain in the facility for a short term, generally less than twenty-four (24) hours.

1. This pamphlet will be printed in a double-sided 8.5 " tri-fold document similar to the old jail rules pamphlet that the committee previously reviewed.

- b. Those who are remaining in our custody for a longer period will be issued the new Jail Rules and Information Booklet prior to being transferred to longer-term housing.

- c. The committee provided no edits or recommendations.

IV. Review of the new ADA Housing Policy and Bunk Assignment Procedures

- a. Both the ADA policy and the bunk assignment procedures have recently been approved and are now in effect facility wide.
- b. The committee was complimentary of the new policy and procedures, indicating that this is a significant step in the right direction.

V. Update ACLU Inmate Access Options and MOU

- a. The Decision Memorandum for the sheriff is largely complete. The draft MOU is currently under review by County Counsel. I will provide it to Esther Lim for input and edits once I receive it back from Counsel. Once everyone agrees on the MOU, the Decision Memorandum will be sent via chain of command for Sheriff's approval and signature.

VI. Review of May Grievance Report

- a. Review of results and observations.
 1. No issues were identified.

VII. Wrap Up

- a. Action Items:
 1. Continue working with Esther Lim to develop the inmate access recommendations and the MOU- Mahurin/ Lim
- b. Next Meeting
 1. Our next meeting is scheduled for August 4, 2016 from 1:00 – 3:00 PM
 2. The call in number, 805-681-5400, access code 742469, is available should members be unable to attend in person.

Sheriff's Community Corrections Input Group

August 11, 2016

1:00- 3:00 P.M.

Main Jail Conference Room

4436 Calle Real

Santa Barbara, CA 93110

Participants:

Mark Mahurin, Grievance Oversight Coordinator

Rory Moore, Families Act

Suzanne Riordan, Families Act, Alternate

Lynne Gibbs, National Alliance on Mental Illness

Ann Eldridge, Santa Barbara County Mental Health Commission (Absent)

Jim Rohde, Santa Barbara County Mental Health Commission

Julie Solomon, Mental Health Commission, Chair of Human Services Committee

Eddie Perez, Community Representative

Esther Lim, Jails Project Director, ACLU

I. Presentation on the BRACE Mental Health Program

- a. Katie Ward, Inmate Programs Supervisor, will provide a brief presentation and overview of the BRACE Mental Health Program that is delivered in IRC Unit 100.

1. The discussion was well received with many thoughtful questions from all committee members.

II. Update ACLU Inmate Access Options and MOU

- a. The Decision Memorandum for the sheriff is largely complete. The MOU has gained approval of County Counsel and the ACLU So. Cal. The Decision Memorandum and the MOU will be sent via chain of command for Sheriff's approval and signature early next week.

III. Review of June Grievance Report

- a. Review of results and observations.

1. No issues were identified.

IV. Review of Second Quarter Grievance Report

- a. Review of results and observations.

1. No issues were identified.

V. Review of July Grievance Report

- a. Review of results and observations.

1. No issues were identified.

VI. Second Quarter Report Filing with the BOS

- a. The second quarter report has been filed with the Board of Supervisors and will be included on the Administrative Agenda for the August 23, 2016 meeting that will be held in Santa Barbara at 9:00 AM.

- b. Support from interested Committee members is always welcome.

VII. **Wrap Up**

a. Action Items:

1. Complete and submit the ACLU Decision Memorandum and the MOU via chain of command for Sheriff's approval- Mahurin

b. Next Meeting

1. Our next meeting is scheduled for September 8, 2016 from 1:00 – 3:00 PM
2. The call in number, 805-681-5400, access code 742469, is available should members be unable to attend in person.

Sheriff's Community Corrections Input Group
September 1, 2016
1:00- 3:00 P.M.
Main Jail Conference Room
4436 Calle Real
Santa Barbara, CA 93110

Participants:

Mark Mahurin, Grievance Oversight Coordinator
Rory Moore, Families Act
Suzanne Riordan, Families Act, Alternate
Lynne Gibbs, National Alliance on Mental Illness (Absent)
Mike Gorodezky, Santa Barbara County Mental Health Commission (for Lynne Gibbs)
Ann Eldridge, Santa Barbara County Mental Health Commission (Absent)
Jim Rohde, Santa Barbara County Mental Health Commission
Julie Solomon, Mental Health Commission, Chair of Human Services Committee
Eddie Perez, Community Representative (Absent)
Esther Lim, Jails Project Director, ACLU

I. Discussion with Donna Hanson, Jail Medical

- a. Introduction of Donna Hanson, Jail Medical Supervisor. Donna will provide a brief presentation and overview of the changes currently under way with medical mental health treatment within the jail, and will discuss the jail formulary and how it is applied within our facility.
 1. Member had thoughtful and meaningful questions concerning jail medical practices, the formulary and new or planned practices within the jail regarding medical. While I had scheduled 30 minutes for this time slot, Donna remained answering questions for 1.5 hours due to member engagement.

II. Update ACLU Inmate Access Options and MOU

- a. The Decision Memorandum for the sheriff has been submitted and is under review with jail administration.
 1. The Sheriff approved and signed the MOU, and approved all access options for the ACLU as recommended by the committee.

III. Discuss issues identified during the Jail Tour

- a. I am working with Jail Administration to initiate processes to mitigate the inmate complaints we received during our recent jail tour and would like input from the group.
 1. The committee made several recommendations, including the development of a cleaning log for the Safety Cells. I will be working on this process over the next few weeks.

IV. August Grievance Report

- a. As the month just ended, the August report is still being developed. I will provide it to everyone upon completion.
 1. No significant issues were identified or addressed by the committee.

V. **Wrap Up**

a. Action Items:

1. I will be working on the cleaning log for the safety cells along with the necessary documentation for approval.

b. Next Meeting

1. Our next meeting is scheduled for October 6, 2016 from 1:00 – 3:00 PM
2. The call in number, 805-681-5400, access code 742469, is available should members be unable to attend in person.