

CENTRAL FALLS DETENTION FACILITY CORPORATION

BOARD OF DIRECTORS MEETING MINUTES

Monday, April 19, 2021 5:30 P.M.
Wyatt Detention Facility
REMOTE AND ELECTRONIC MEETING VIA ZOOM
Central Falls, RI 02863
TDD/TTY 401-727-7450

An electronic meeting of the Central Falls Detention Facility Corporation Board of Directors was held on the above date Via Zoom and called to order at 5:34 p.m.

Call to order/roll call

Present:

Chairman James Lombardi III
Director Gary Berdugo
Director Herman Yip
Director Carlene Fonseca

Absent: None

Pledge of Allegiance

Approval of Meeting Minutes from March 15, 2021

Chairman Lombardi asked if there were any questions on the March 15, 2021 minutes. There were none. Chairman Lombardi asked for a motion to approve the Minutes from March 15, 2021. Director Fonseca made a motion to accept and Director Yip seconded the motion. All board members voted in the affirmative and the motion passed.

Report of the Warden – COVID-19

Warden Martin presented the Warden's Report.

Today's Detainee Census
US Marshal Male Count: 518
US Marshal Female Count: 20
ICE Count: 29
FBOP: 18
Navy: 0
Total Population: 585

March ADP: 579

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Staffing FTE's– Current FTE's 206 positions filled out of 282

There are currently **11** staff on leave:

- Admin Leaves – **1**
- Workers' Compensation – **0**
- FMLA Leaves – **3**
 - Medical Leaves – **2**
 - Child Leaves – **1**
- Military- **4**
- COVID-19 Leaves (as of 3/15/21) -- **3**
 - Precaution/Quarantine – **0**
 - **Total Covid19 tested 5,206**
 - **Positive (142)** - 124 Staff and 18 Agency
 - **2 presently out**
 - Family/Child – **1**
 - Military – **0**

CURRENT POPULATION: 585 or 76%

Total available capacity: 767

Title	#Authorized	#Filled	#Vacant	#Active	% Staffed (based on average population of 700)
Correctional Officers	163	118	45	109	67%
Sergeants	22	17	5	17	77%
Lieutenant	10	9	1	9	90%
Captains	7	6	1	6	86%

a/o: 4/19/2021

NEW HIRES:

There has been one (1) employee hires/promotion, Major Richard retired and Captain Lepore was promoted to the position of Chief of Support Services (Major). Academy (Class 48) started on 4/12/21 with 16 new recruits.

STAFF DEPARTURES:

There have been five (5) employee resignations/terminations as of 4/19/21: one Major, three Correctional Officers and one Counselor.

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An additional ice machine was installed in the kitchen as well as a new dish washer.

We have installed a new telephone system throughout the facility and the training building.

COST SAVINGS

Working on switching laundry washing over to cold water versus hot water using a concentrated detergent specifically for cold water. This will be a cost savings to reduce the consumption of gas and less wear and tear on the hot water heater.

We have completed the installation of a new energy efficient dishwasher in the kitchen that will use less hot water, it was the original dishwasher. This was done through the accrual system with Aramark. A certain amount of money we pay them each month is set aside for large equipment purchases which it does not come out of our budget.

Warden Martin asked if there were any questions on the report. Chairman Lombardi asked if there were any questions and there were none. Chairman Lombardi thanked the Warden and staff on a job well done with the Audit.

Report of the Director of Finance – Financial reports of the Corporation and Facility for the period ending February 28, 2021 and March 31, 2021.

Mr. Vuono presented the February and March 2021 financials. Mr. Vuono stated the Average Daily Population has been steadily improving, February average hit 563 and March average was 579. The Revenue was also up in March at approximately \$2.2MM which is the highest it's been since last year. Looking at expenses, they are up some and that's to be expected with the overtime cost due to all the audits. We had a modest Operating income for the month of March which was around \$9,000. Again this is the highest it's been in a year. The cash balances are still pretty healthy. Mr. Vuono asked if there were any questions and there were none.

New Business

Discussion, vote or other action on the 2021 draft Budget for the Corporation

Chairman Lombardi reported that a consultant was hired last month to look at a few different things such as cost models. He asked to continue the discussion until next month where everyone will have a chance to look at the budget closely and see if there are any questions and then revise the budget if we need to, so we can pass it at some point. Chairman Lombardi asked if there were any questions. Mr. Vuono stated he would recirculate the proposed budget to the Board members. Director Fonseca asked if it was possible to compare 2021, 2020 & 2019 actual numbers. Mr. Vuono stated he would send this out.

Director Fonseca asked if we were working with any of the education programs like College Unbound, Books to prison projects. Warden Martin stated we are not involved with those

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programs but we are involved with some remote learning. We are looking at the tablets to expand the education program. Attorney Wash stated that one of the challenges to these programs is that the Detainees are not housed here long enough to be admitted into some of these programs, the average stay is 90-100 days. Warden Martin stated as a reminder that we do still have the request out for the PPE reimbursement of just a little over \$800,000 and are still waiting to hear back on. Chairman Lombardi asked if there were any other questions and there were none.

Chairman Lombardi asked for a motion to adjourn the meeting. Director Berdugo made the motion to adjourn and Director Yip seconded the motion. All Board members voted in the affirmative and the motion passed. The meeting adjourned at 6:00 pm.