

Monday, March 20, 2023 5:30 P.M.  
Wyatt Detention Facility  
935 High Street  
Central Falls, RI 02863  
TDD/TTY 401-727-7450

A meeting of the Central Falls Detention Center Facility Corporation Board of Directors was held on the above date in the Training Building and called to order at 5:34 p.m.

**Call to order/roll call**

**Present:**

Chairman James Lombardi III  
Director Anthony Goes  
Director Anthony Manfredi

**Absent:**

Director Herman Yip  
Director Gary Berdugo

**Pledge of Allegiance**

**Public Comment**

Thomas Lazieh asked if there was anything from the Executive Session that could be discussed in the public portion. Mr. Lazieh asked if there was legislation that would affect the facility and the City electricity opt in/out, was the facility included? What is happening with payments to the city, have they happened yet? Is there a Board vacancy or just not attending, Director Berdugo is on another board as well – is that legally ok? Mr. Lazieh stated he was still concerned with the restricted parking. Chairman Lombardi stated they payments to the City are still pending, we have tried but the bondholders have not released the funds to us and there is nothing they can share in regards to the Executive Session tonight. Chairman Lombardi stated that he was not aware of any new legislation and there was an RFP sent out in regards to the grassy area behind the parking lot to be turned into additional parking. The parking area RFP closed on 3/17/23 and a meeting was scheduled to discuss the results. He also asked if Mr. Lazieh had any other questions to please put them in writing. Mr. Lazieh asked for a public records request of any funds that have been paid to the Trustees.

**Approval of Meeting Minutes from January 23, 2023 meeting.**

Chairman Lombardi asked if there was any discussion on the January 23, 2023 minutes. Director Goes made a motion to accept the minutes and Director Manfredi seconded the motion. All board members voted in the affirmative and the motion passed.

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## Report of the Warden – COVID-19

### Today's Detainee Census

US Marshals Male Count: 591  
US Marshals Female Count: 27  
ICE Count: 60  
FBOP: 7  
Navy: 0  
**Total Population: 685**

February ADP: 676

Staffing FTE's 232 = 232 currently 4 of those staff are on leave:

- Personal Leave – 0
  - Admin Leave – 1
  - Workers' Compensation – 1
  - FMLA Leaves – 2
  - Military- 0
  - COVID-Related Leaves (as of 3-20-23)
    - Precaution/Quarantine – 0
      - *Total COVID 19 tested since 2020 (10,767\*)*  
*plus (0 pending tests = 10,767 0 presently out*
      - *Vaccinated 148 - Non Vaccinated 83- unknown*
- \*Note staff are no longer testing weekly (Rapid test onsite as needed)\*

**CURRENT POPULATION: 685**

**Total available capacity: 767**

Title	#Authorized	#Filled	#Vacant	#Active	% Staffed (based on average population of 700) Active/Authorized
Correctional Officers	163	106	57	103	63%
Sergeants	22	21	1	21	95%
Lieutenant	10	9	1	9	90%
Captains	7	6	1	6	86%

as of:3/20/23

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## **NEW HIRES/ PROMOTIONS**

**Since the last Board meeting (January 2023) there have been ten (10) new hires**

- 6 Health Counselors
- 2 Security
- 2 Programs Counselors

**Since the last Board meeting (Dec. 2022) there have been fourteen (14)**

### **Terminations/Resignations**

- 1 Program Counselor
- 11 Officers/Cadets
- 1 Medical Records Clerk
- 1 Maintenance/Safety

## **GENERAL OPERATIONS:**

- Class 58 began today with approximately 27 Recruits, graduation will be held on May 12<sup>th</sup>.
- 0 COVID Positive/Quarantine cases with Staff.
- Detainee COVID updates:      Total Cases:      1278  
   Cleared:              1275  
   Active Cases:        3
- The facility continues to offer all employees the COVID Vaccine and the Booster shots as well.
- Electronic Medical Records RFP ended 2/24/23. Mr. LaBonte will expand on this during the new business section.
- Server/Storage modernization project was completed on 2/28/23.
- RFP for the 21-22 Audit ends on 3/20/2023.
- RFP for the parking lot project proposals ended on 3/16/23 with 4 proposals.
- Employee Retention Credit (ERC)
- Tax Credit Reimbursement
- Reviewing Vendor Contracts – some have expired and we are working on new agreements. The new Waste Management Company contract should save us

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approximately \$5,000.00 per month. L&S Cleaning is also being reviewed. Meetings are scheduled with Staples and W.B. Mason to see if we can get better pricing from them.

- ODO (Office of Detention Oversight) Audit 3/21 – 3/23. This is an ICE audit.
- Paperless mail is still on track for 4/1/23 implementation.

Chairman Lombardi stated Director Manfredi has some retention ideas, such as doing more on the job training early in the academy instead of at the end. Acting Warden Nessinger stated we started that with the last class and it's going well and we will be doing it again with this class.

Chairman Lombardi asked if there were any other questions for the Acting Warden, and there were none.

### **Report of the Director of Finance – financial reports of the Corporation and Facility for the period ending December 31, 2022 and January 31, 2023.**

Director Vuono presented the month of December 31, 2022 and January 31, 2023 in the financial report. Mr. Vuono stated the average daily population for December was 660 and January 668. The revenue for the year 2022 was \$39MM which is the most we have had in a number of years now. The month to date revenue for December was \$3.8M and January was \$3.9M. The expenses were in line with projections. He reported that the Corporation is in a good operating position. Chairman Lombardi asked if Mr. Vuono would look into putting the report together on how much the Trustees have collected in funds since they took over. Chairman Lombardi asked if there were any questions, and there were none.

### **New Business**

#### **Discussion, vote, or other action regarding award of Electronic Medical Records (EMR) contract**

Ron LaBonte, Health Services Coordinator, stated we are currently entirely a paper based system. The system we are looking at is an Electronic Health Record as well as a Patient Safety System, which is web based so it can be used on a tablet or phone and it is wireless with touch screen. This system can be used without being connected to a network and will upload all the information once the device is connected to a network. Going from a paper based system to electronic is the easiest transition. If we go with the Marquis system we would be looking at a November 1<sup>st</sup> go live date. Chairman Lombardi asked how many bids did we receive and why did we want to go with Marquis as well as what was the cost. Mr. LaBonte stated we received four bids and Marquis meet all of our needs as well as being the lowest bidder coming in at \$230,000.00 to set up and \$3,500.00 per month to maintain and host. This was one of the items in the budget under capital projects. This system will meet the National Commission on Correctional Health Care and the National Commissions Standards for Opioid Treatment Programs. The Chairman Lombardi asked for a motion to award the Electronic Medical Records

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contract to Marque. Director Manfredi made the motion and Director Goes seconded the motion. All Board members voted in the affirmative, and the motion passed.

### **Executive Session:**

Chairman Lombardi asked for a motion for the Board to move into Executive Session pursuant to R.I.G.L. §§ 42-46-5(a)(1) (Any discussions of the job performance, character, or physical or mental health of a person) and (4) (Any investigative proceedings regarding allegations of misconduct, either civil or criminal) to discuss Warden Daniel W. Martin and pursuant to R.I.G.L. §42-46-5(a)(2) (Sessions pertaining to litigation): *UMB Bank, NA as Trustee v. Central Falls Detention Facility Corporation et al.* 19-182 (USDC-RI). Chairman Lombardi reported that Warden Daniel Martin was provided written notice that his job performance would be discussed and that he could require that discussion be held during open session. Each Board member affirmatively voted to convene into executive session and a quorum was reached.

[EXECUTIVE SESSION FROM APPROXIMATELY 6:06pm to 6:21pm]

Once back in open session, Chairman Lombardi reported that one vote was taken in Executive Session.

Chairman Lombardi asked for a motion to seal the minutes from the Executive Session. Director Goes made a motion to seal the minutes from Executive Session and Director Manfredi seconded the motion. All board members voted in the affirmative and the motion to seal the minutes from Executive Session passed.

Once back in open session, Chairman Lombardi reported that one vote was taken in Executive Session in regards to section (a) Warden Martin.

### **Motion to Adjourn**

Chairman Lombardi asked for a motion to adjourn the meeting. Director Goes made the motion to adjourn and Director Manfredi seconded the motion. All Board members voted in the affirmative and the motion passed. The meeting adjourned at 6:23 p.m.