



Agenda Submittal

Agenda #: 18 **Status:** Consent Calendar
Type: Report **Department:** Sheriff's Office
File #: 17-630 **Contact:** Angelica Russell, 784-7064
Agenda date: 9/12/2017 **Final action:** 9/12/2017
Title: Receive the Sheriff's Inmate Welfare Fund Report of Expenditures for Fiscal Year ending June 30, 2017

Governing body: Board of Supervisors

District: All

Attachments: 1. A - Statement of Revenues, Expenditures & Changes in Fund Balance, 2. B - Itemized Report of Expenditures, 3. Minute Order

Date	Ver.	Action By	Action	Result
9/12/2017	1	Board of Supervisors	Received	

Published Notice Required? Yes _____ No X
Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

The Sheriff recommends the Board receive the Inmate Welfare Fund Report of Expenditures for Fiscal Year ending June 30, 2017.

SUMMARY/DISCUSSION:

This report is submitted for Board review in accordance with California Penal Code Section 4025(e), which requires that "an itemized report of the Inmate Welfare Fund (IWF) expenditures shall be submitted annually to the board of supervisors." The IWF is a private purpose trust fund intended for the benefit of inmates housed in the Solano County jail system. As codified in California Penal Code §4025(e), "The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail." Fund revenue is derived predominately from commissary commissions. Other revenue sources include video visitation commissions, bail bond advertisements, marriage license fees, and interest income.

The IWF Committee, chaired by the Sheriff's Director of Administrative Services, provides fiscal and policy oversight of the IWF, establishes a budget, and makes recommendations to the Sheriff to ensure funds are expended properly and that an appropriate fund balance is maintained. The Inmate Program and Services Manager is responsible for day-to-day operations, including providing mental health, legal, religious, education, and library services. The Sheriff makes all final decisions regarding IWF expenditures.

The IWF's fund balance on July 1, 2016 was \$1,244,124. During FY2016/17, the IWF had revenue of \$678,493 and expenditures of \$480,473, resulting in an increase to fund balance of \$198,020. The IWF's ending fund balance as of June 30, 2017 was \$1,442,144 as reflected in the FY2016/17 Statement of Revenues, Expenditures and Changes in Fund Balance (Attachment A).

Twenty-nine percent (29%) of total IWF expenditures was for contracted drug and alcohol treatment services.

Another twenty-one percent (21%) was expended on library services, including contracted legal assistance services, books and subscriptions, office supplies, and postage. Nineteen percent (19%) was used for religious and/or spiritual guidance, including chaplain salary and benefits, books and materials, training, memberships, and office supplies. Seventeen percent (17%) was expended for personal items such as welfare kits, welcome kits, hair clippers, floss loops, and toothbrushes. An additional eight percent (8%) was spent on mental health counseling services. Three percent (3%) was spent on support services provided by Sheriff, Auditor-Controller, and County Counsel staff. The remaining three percent (3%) was used for inmate recreational items, such as newspaper subscriptions and microwaves. These expenditures are further delineated in the FY2016/17 Itemized Report of Expenditures (Attachment B).

FINANCIAL IMPACT:

There are no financial implications related to the Board's review of this annual report. The staff costs incurred in preparing this report are included in the Sheriff's Office Adopted Budget for FY2017/18.

ALTERNATIVES:

There is no alternative. The report is required under the Penal Code Section 4025(e).

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION