



Agenda Submittal

Agenda #: 10 **Status:** Consent Calendar
Type: Report **Department:** Sheriff's Office
File #: 20-555 **Contact:** Angelica Russell, 784-7064
Agenda date: 8/11/2020 **Final action:** 8/11/2020
Title: Receive the Sheriff's Inmate Welfare Fund Report of Expenditures for Fiscal Year ending June 30, 2020

Governing body: Board of Supervisors

District: All

Attachments: 1. A - IWF FY2019/20 Statement, 2. B - IWF FY2019/20 Expenditures, 3. Minute Order

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|--------|--------|
| 8/11/2020 | 1 | Board of Supervisors | | |

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Sheriff recommends that the Board receive the Inmate Welfare Fund Report of Expenditures for Fiscal Year ending June 30, 2020.

SUMMARY/DISCUSSION:

California Penal Code Section 4025(e) states that "an itemized report of the Inmate Welfare Fund (IWF) expenditures shall 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 required by the Penal Code, money and property in the IWF must be spent primarily for the benefit, education, and welfare of the inmates. Funding is derived predominately from commissary commissions. Other revenue sources include video visitation commissions, bail bond advertisements, marriage ceremony security 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 Sheriff's Criminal Justice Program 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, 2019 was \$1,880,831. During FY2019/20, the IWF had revenue of \$614,576 and expenditures of \$530,521, resulting in an increase to fund balance of \$84,055. The IWF's ending fund balance as of June 30, 2020, was \$1,964,886 as reflected in the FY2019/20 Statement of Revenues, Expenditures and Changes in Fund Balance (Attachment A).

Fifty-Three percent (53%) of total IWF expenditures were for contracted substance abuse treatment services. Another eighteen percent (18%) was expended on library services, including contracted legal assistance

services, books and subscriptions, office supplies, and postage. Seventeen percent (17%) was used for religious and/or spiritual guidance, including chaplain salary and benefits, books and materials, memberships, and office supplies. Five percent (5%) was expended for personal items such as welfare and welcome kits and personal hygiene items. Five percent (5%) was spent on support services provided by the Sheriff, Auditor-Controller, and County Counsel. The remaining two percent (2%) was used for other inmate-related services and recreational items, such as movie subscriptions, televisions, microwaves, cleaning supplies and maintenance. These expenditures are further delineated in the FY2019/20 Itemized Report of Expenditures (Attachment B).

FINANCIAL IMPACT:

There is no financial impact to the General Fund related to the Board's review of this annual report. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2020/21 Preliminary Budget.

ALTERNATIVES:

The Board could choose not to receive the report; however, this is not recommended as the report is required under the California Penal Code.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION