



Jackson County Jail Advisory Committee
Jackson County Courthouse
201 West Platt Street
Maquoketa, Iowa 52060

MEETING MINUTES

Date: December 13, 2017

Time: 6:00 p.m.

Location: Jackson County Courthouse

Members Present: Board of Supervisors ó Larry McDevitt; District Court ó Judge Nancy Tabor; Sheriff ó Russ Kettmann; Sheriff Representative ó Steve Schroeder; Jail Representative ó Adam Pape; County Attorney ó Sara Davenport; EMC ó Lyn Medinger; Maintenance Supervisor ó Marty Hudrlik; Adult Probation Officer ó Renee Behr; Regional Citizen Representatives ó Mike Delaney, Jon Thoms, Tiffany Mangler, Dick Kunau; Farm Bureau Representative ó Ryan Kilburg

Visitors: Jack Willey, Brian Moore, Sheri Melvold, Tom Messerli, Mike Steines; Mike Lewis & Steve Davis, Shive Hattery; Media: Kelly Gerlach, Maquoketa Sentinel Press; Mary Hayward, Local Access; Theresa Hosch, KMAQ; Matt Rezab, Telegraph Herald; Deputies: Russ Long, Kody Sieverding, Chad Gruver

The meeting was called to order by Chair at 6:02 p.m.

Motion by Kilburg, second by McDevitt to approve the minutes from the November meeting.
Motion passed by unanimous vote.

Update from Shive Hattery – power point presentation

a. Existing Facility Assessment (Jail & Penrose Annex)

Currently we do not have a secure perimeter. A secure perimeter would include going through one door, waiting for it to lock behind you and then a second door opens into the secure area. Our jail goes from unsecure directly into secure through three different doors. It is not handicap accessible. Also, no sprinkler system or smoke evac system. If we choose to upgrade/remodel the existing facility it will have to be brought up to current building code and ADA compliance.

Penrose Annex is structurally a great building, however it cannot house inmates for a number of reasons including the insulation and that it is made of wood. If the decision is made to move the Sheriff's administrative offices over to the Penrose Annex there is an operational component to take into consideration. If the Sheriff's office and jail are separated staffing for the jail will have to be increased significantly.

b. 20 and 30 year Projection of Need & Comparative Assessment

Used 5 years of data. Compared Jackson County's statistics to the national averages. Also looked at other jails in our area and other jails of our size. Also pointed to Warren County who's jail is being shut down. They have been transporting inmates out of county. The crime rate in Warren County has gone up significantly, potentially due to a reduced number of law enforcement on the road because they are busy transporting.

30 year projection: 28.8-31.5 Average Daily Population (ADP) with 32 at its peak. 32 beds is the low range, 37 is the mid-range. These numbers are with a 0.25% yearly population growth for Jackson County. With no growth the peak would be 29.5 with 25 ADP. We have a .0015 factor w/a .0017 mid-range factor (compare to Clinton's .0019). The difference in 2.5 beds would cost about \$375,000 to construct.

20 year projection: 26.4-30.6 ADP with 31 at its peak.

6 classification units would be needed. Also recommending 5 total Intake Holding cells which would include a padded cell, individual, and group cells.

- c. Presentation on Jail Standards ó what are the minimum requirements?

Looking at Iowa Jail Standards, the American Correctional Association Standards, 2012 Building Code, & American Disabilities Act. Want to minimize movement of inmates and maximize visibility.

- d. Next Steps

Program development. Meet with stakeholders. Provide estimated costs to remodel the current facility along with the Penrose Annex. The existing space is not big enough to house 32 beds. They will be having a conversation on whether it can expand. If you figure 350 square feet per inmate then a minimum of 11,200 square feet is needed. The current jail is 1700 square feet and the Sheriff's office is 1800 for a total of 3500 square feet.

Questions were asked that will require more information including: What additional staff will be needed to house females? (do we really want to house them or keep farming them out). How much does it actually cost to house inmates here daily?

The Powerpoint presentation will be shared with the committee and placed on the website.

Old Business:

- a. Update on Facility Assessment ó performed on November 30, 2017. Steve Davis & Kurt Hagge went through the Detention Center, the Sheriff's Office, and the Penrose Annex
- b. Virtual Tour Update. Still working on it. The dialogue is started.

New Business: None.

Motion by Hudrlik, second by Kilburg to adjourn. Meeting adjourned at 7:57 p.m.

Next Meeting January 10, 2018 at 6:00 p.m. at the Jackson County Courthouse.

Respectfully submitted by:

Sara Davenport, Secretary