RUTHERFORD COUNTY, TENNESSEE
CORRECTIONAL WORK CENTER MINUTES
APRIL 1, 2013
8:30 A.M.

The Rutherford County Correctional Work Center Board met for their monthly board meeting on Monday, April 1, 2013.

A) MEETING CALLED TO ORDER

Chairman Ernest Burgess called the meeting to order at 8:35am.

B) ROLL CALL

BOARD MEMBERS PRESENT

Mayor Ernest Burgess, Chairman
Tom Hartley, Vice Chairman
Frances Mosby
Virgil Gammon

BOARD MEMBERS ABSENT

Bob Asbury

OTHERS PRESENT

Bernard Salandy, Superintendent
William Cope, Captain
Dianne Chapman, Administrative Assistant

C) APPROVE MINUTES OF THE LAST MEETING

Mr. Hartley moved that the minutes of the March 4, 2013 meeting be approved as published. Seconded by Mrs. Mosby. The motion carried unanimously with favorable votes.

D) REPORT OF EXPENDITURES

The Board was presented with the litter pickup report, budget spreadsheet, account analysis report, the yearly activity report and the proposed budget amendment. Superintendent noted there were more issues with the chiller and he was looking into a service contract that will cover servicing the chiller, but not parts. Also, staff is looking into updating our DVDs which are currently analog and need to go digital in the near future. Superintendent Salandy noted we are requesting a budget amendment to move $26,050 from line 101-54220-399, Other Contracted Services to the following lines: 101-54220-196, In-Service Training $3,000, 101-54220-335, Maint/Repair Buildings $5,000, 101-54220-336, Maint/Repairs Equip $5,000, 101-54220-431, Law Enforcement Supplies $5,000, 101-54220-499, Other Supplies/Materials $5,000, 101-54220-435, Office Supplies $3,000, and 101-54220-320, Dues/Memberships $50. These amounts should provide funding to complete the fiscal year. After discussion, Mrs. Mosby moved

that Report of Expenditures be approved. Seconded by Mr. Gammon. The motion carried unanimously with favorable votes. After further discussion, Mr. Hartley moved that the budget amendment be approved. Seconded by Mr. Gammon. The motion carried unanimously with favorable votes.

E) VOLUNTEER BEHAVIORAL HEALTH GRANT

Captain Cope noted the paperwork had been submitted and we are waiting for approval. This is a federal grant.

F) INMATE PROPERTY

Superintendent noted that inmates that are booked into our facility occasionally come with suitcases, garbage bags full of belongs, etc. and we currently keep these items until they are released. The staff would like to give an inmate's friend/family member the opportunity to pickup any access items. This will keep the property room more organized. This is for information only and staff will continue looking into this matter.

G) OTHER BUSINESS, IF ANY

Superintendent Salandy and Captain Cope noted we had an unexpected visit by Miller Meadows of TCI. He did the inspection last week and we did real well. The two areas he mainly focused on were the medical and food services. The medical service was superb and the food service area had a few issues that are easily fixable.

Superintendent noted in June staff from Davidson County will do a mock inspection of the entire facility focusing on the food and medical areas. This will help us out when the NCCHC does their inspection prior to certifying the facility.

Superintendent noted that North Pointe is working on an in-service class to update current and train new employees on classification requirements. We will be hosting the event when the details are complete. The meeting will be held in June 2013.

There being no further business to come before the Board, the meeting was adjourned at 9:05am.

Respectfully submitted,

Bernard Salandy, Superintendent

Ernest Burgess, Chairman

County of Rutherford

RUTHERFORD COUNTY CORRECTIONAL WORK CENTER

Bernard Salandy
Superintendent

April 9, 2013

STATE LITTER PICK-UP FOR MARCH 2013

SR-96 East	From Murfreesboro CL to Cannon Cty 13.94 total miles at $46.50 a mile = $648.21
SR-1 (70)	From Murfreesboro CL to Cannon Cty 10.84 total miles at $46.50 a mile = $504.06
SR-10 (231)	From Bedford Cty to Murfreesboro CL 10.59 total miles at $46.50 a mile = $492.44
SR-10 (231N)	From Murfreesboro CL to Wilson Cty 7.95 total miles at $46.50 a mile = $369.68

TOTAL $2014.39

I HEREBY CERTIFY THAT THE ABOVE IS AN ACCURATE STATEMENT OF COSTS AND THE SAME HAS BEEN PAID BY RUTHERFORD COUNTY AND IS NOW DUE TO BE REIMBURSED UNDER OUR STANDARD CONTRACT.

BERNARD SALANDY, SUPERINTENDENT

4-10-13
DATE

STATE OF TENNESSEE, COUNTY OF RUTHERFORD

NOTARY PUBLIC Diane Chapman

DIANNE CHAPMAN
STATE OF TENNESSEE NOTARY PUBLIC
RUTHERFORD COUNTY, TENN.

My Commission Expires FEB. 22, 2016

TELEPHONE: (615) 898-7847 • FAX: (615) 898-7837 • 1720 SOUTH CHURCH STREET • MURFREESBORO, TN 37130

Rutherford County Correctional Work Center

Yearly Activity Rep 1-Jul - June

Items	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April
Headcount	5,323	5,393	5,942	5,586	5,061	5,134	5,308	4,656	4,990	0
Head count average	171	174	198	180	168	166	171	166	160	0
Inmate Days (F)	0	4	92	227	160	165	139	260	473	0
Inmate Days (M)	5,323	5,393	5,850	5,359	4,899	4,969	5,169	4,396	4,517	0
Entered	75	127	102	35	117	87	104	91	90	0
Released	80	93	94	84	125	106	92	93	90	0
Worker Out	963	1,134	1010	1,143	808	733	936	811	769	0
Workers out average	31	37	34	36	27	24	30	29	25	0
Incident Reports	270	251	247	178	168	178	185	158	203	0
Disciplinary Reports	36	41	45	73	37	45	55	74	100	0
Programs/Religious	679	565	551	396	468	335	541	609	805	0
GED	V	57	97	93	57	68	70	80	73	0
Nurse Call (# seen)	404	470	502	345	423	435	701	547	558	0
Prescriptions Filled	45	100	101	122	303	145	210	162	196	0
Dentist/Doctor Visits	1	1	1	9	6	4	6	0	2	0
Other transports	150	261	295	259	359	232	318	273	257	0
D.U.I.	93	57	102	70	54	98	83	69	98	0
Emergency Room	0	0	0	0	0	0	0	1	0	0
Hospital	1	0	0	0	2	0	0	0	0	0
Total transport trips	170	278	311	288	0	232	318	273	257	0
General Sessions	10	8	9	12	4	3	8	6	3	0
Circuit Court	3	2	3	5	2	2	6	11	3	0
Juvenile Court	5	6	4	3	8	4	5	3	5	0
Taurus Car	681	887	678	438	343	417	333	392	324	0
Transport Van # 1 Miles	377	447	430	412	348	362	445	350	402	0
Transport Van # 2 Miles	508	513	366	645	450	412	333	391	486	0
State trash miles	71.3	68	82.8	53	43.7	61.7	56.8	49.3	64.3	0
County trash miles	100.6	111.4	86.1	103.3	74.3	88.9	106.5	87.2	67.7	0
Population Meals	16,015	16185	17760	16,603	15,159	15,440	16,065	14,022	14907	0

2013

May	June	Yearly Tot.	Avg. Daily
0	0	47,393	0
0	0	1554	0
0	0	1520	0
0	0	45,875	0
0	0	828	0
0	0	857	0
0	0	8,307	0
0	0	273	0
0	0	1838	0
0	0	506	0
0	0	4949	0
0	0	595	0
0	0	4385	0
0	0	1384	0
0	0	30	0
0	0	2404	0
0	0	724	0
0	0	1	0
0	0	3	0
0	0	2127	0
0	0	63	0
0	0	37	0
0	0	43	0
0	0	4493	0
0	0	3573	0
0	0	4104	0
0	0	550.9	0
0	0	826	0
0	0	142,156	0

STATE OF TENNESSEE
TENNESSEE CORRECTIONS INSTITUTE
8TH FLOOR, ANDREW JACKSON BUILDING
500 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1420
(615) 741-3816 FAX: (615) 532-2333

BILL HASLAM
GOVERNOR

BETH ASHE
EXECUTIVE DIRECTOR

April 1, 2013

Superintendent Bernard Salandy
Rutherford County
1720 Church Street
Murfreesboro, TN 37130

Re: Rutherford County Correctional Work Center

Dear Superintendent Salandy:

The Tennessee Corrections Institute recently inspected the above named facility. The inspection revealed that this facility meets all applicable minimum standards. This status shall be reported to the Board of Control at its next meeting. After approval from the Board of Control, you will receive a Certificate of Certification.

You are to be congratulated for attaining this degree of professionalism in your organization.

Sincerely,

Beth Ashe
Executive Director

Enclosure – Inspection Report

Cc: Ernest Burgess, County Mayor
Miller Meadows, Detention Facility Specialist (E-mailed)
File

TENNESSEE CORRECTIONS INSTITUTE
INSPECTION REPORT

__X__ Initial Inspection _____ Re-Inspection

Name of Facility: Rutherford County CWC Type of Facility : 1

Location : 1720 Church Street | Murfreesboro | 37130 | Rutherford
Street | City | Zip | County

County Mayor, City Mayor, or
City Administrator: Ernest Burgess | Mayor | 615-898-7745
Name | Title | Phone Number

Location : Rutherford Co Courthouse, Rm 101 | Murfreesboro | 37130
Street | City | Zip

Facility
Administrator: Bernard Salandy | Superintendent | 615-642-4245
Name | Title | Phone Number

Facility
Manager : Bernard Salandy | Superintendant | 615-642-4245
Name | Title | Phone Number

Miller Meadows
Signature of Inspector

March 26, 2013
Date of Inspection

N/A
Date of Re-inspection

(X) Certify
( ) Do not certify
( ) Re-inspection required

INSPECTION REPORTING FORM

Date: March 26, 2013 Inspector: Miller Meadows

FACILITY NAME: Rutherford County CWC TYPE: 1

(X) Not Overcrowded
( ) Overcrowded/County prisoners (plan attached)
( ) Overcrowded /County/State Prisoners (Attach ADP Calculations)
( ) Currently operating under TCI approved plan
( ) Sufficient progress made on plan of action
( ) Status change recommended
( ) Capacity Change

Following information provided by: William T. Hewell (Name) | Sergeant (Title)

Standards not met:
1400-1-.04 Physical Plant (check where applicable)

1	2	3	4	5	6
7	8	9	10	11	12
13	14	15	16	17	18
19	20	21	22	23	24
25					

Additional Comments/Recommendations:
The physical plant was extremely clean. All sinks, toilets and showers worked and their maintenance plan is excellent.

1400-1-.05 Administration and Management:

1	2	3	4	5	6
7	8	9	10		

Additional Comments/Recommendations:
05-4 Fire drills are within standards. Recommend for best practice all personnel that participate in fire drills are listed by name on fire drill reports so that all officers trained are documented.

1400-1-.06 Personnel:

1	2	3	4	5	6
7					

Additional Comments/Recommendations

1400-1-.07 Security

1	2	3	4	5	6
7	8	9	10	11	12
13					

Additional Comments/Recommendations:

1400-1-.08 Discipline:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12 _____

Additional Comments/Recommendations:
Excellent inmate disciplinary process in place.

1400-1-.09 Sanitation/Maintenance:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____

Additional Comments/Recommendations:
This facility is spotless.

1400-1-.10 Food Services:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12 _____

Additional Comments/Recommendations:

1400-1-.11. Mail and Visiting:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____

Additional Comments/Recommendations:

1400-1-.12 Programs and Activities:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____

Additional Comments/Recommendations:
This facility has excellent programs for inmates GED, Religious activities, Work Release, Computer Training, Preparation for employment such as how to apply for jobs and training for job interviews.

1400-1-.13 Medical Services:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12 _____
13 _____ 14 _____

Additional Comments/Recommendations:

1400-1-.14 Admissions/Records/Release:
1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____ 8 _____ 9 _____ 10 _____ 11 _____

Additional Comments/Recommendations:

1400-1-.15 Hygiene:
1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____
7 _____

Additional Comments/Recommendations:
Mattress sanitation is within standard. Recommend best practice of documenting the number of mattresses sanitized in each pod so none are missed.

1400-1-.16 Supervision of Prisoners:
1 _____ 2 _____ 3 _____ 4 _____ 5 _____

Additional Comments/Recommendations:

1400-1-.17 Classification:
1 _____ 2 _____

Additional Comments/Recommendations:

Exit Interview Bernard Salandy (Name) | Superintendent (Title) (X) Initial Annual Reports ( ) Re-inspection

Summary: I Recommend Certification For 2013.
Miller Meadows, Detention Facility Specialist

Note: The Tennessee Corrections Institute is authorized to grant this facility an extension not to exceed 60 days from the initial inspection to comply with minimum standards. No additional extensions may be granted. If applicable, a re-inspection will be conducted within 60 days and a recommendation will be made to the Board of Control.
TCA 41-4-140, (4) (b) (1)

TENNESSEE CORRECTIONS INSTITUTE
ANNUAL JAIL DATA PROFILE

Facility Name:	Rutherford County CWC
Date of Inspection : (Month, Day, Year)	March 26,2013
Date of Construction: (Month, Year)	May, 08
Date of Last Renovation : (Month, Year)	N/A

	M	F
Number of Beds	224	96
Certified Capacity	320	
Population Day of Inspection	146	
Average Daily Population 3 Month Av.	180	

Type and Number of Inmates

State- 14 **Local - 132**
Federal - 0 **Pretrial- 0**
Males -123 **Sent. Fel. - 14**
Females - 23 **Sent. Misd.-132**
TDOC- Male 11 /Female 3
Comments:

Number of Detention Staff Full Time	44	Part Time	1

New Positions Created Since Last Inspection	0
Number of New Hires Since Last Inspection	6

Does the Detention Staff also perform as: Dispatchers?	Yes	No X
Patrol Officers?	Yes	No X
Other (Specify)		

Total Annual Jail Budget	$3,692,875.00

(For this item, include janitorial supplies, maintenance and repair, medical and dental care, detention staff salaries, and contractual services)

Are you presently renovating, constructing, or planning a new detention facility?

Yes	No X

If yes, what is planned and when do you expect to complete it?

Insurance Provider:	Self Insured / Miller & Loughry
Address:	214 West College Street; Murfreesboro, TN 37136
Telephone:	615-898-7715

CI-0031 (Rev. 1/12)

LOCAL JAIL CAPACITY REPORT
AS OF: July 19, 2012 PAGE: 1

TYPE OF JAIL (Please check)

(x) COUNTY JAIL/WORKHOUSE
( ) CITY JAIL/WORKHOUSE

Name of Facility	TCI Current Capacity	New TCI Capacity	Certified Yes/No	Reason for Change
Rutherford County Correctional Work Center	256	320	Y	Opened 2 men Program Pods 32 beds total Opened 2 Female Program Pods 32 Beds Total 64 beds added to capacity.
Page Total	256	320	Y	
Grand Total	256	320	Y	

(1) Current capacity is capacity shown on last report.
(2) New capacity is capacity with changes since last report.
(3) All county jail and workhouses should be on one report.
(4) City facilities should be on a separate one.
(5) Metro/Davidson County should be on a county report.

Revised 12/1999

file copy