

D R A F T

Board of Directors Meeting
Florida Department of Corrections
December 1, 2015
Tallahassee, Florida

Attendees:

Mr. Louie Wainwright
Mr. Tom Rush
Mr. Jim Williams
Ms. Lisa Miller
Mr. Dave Mecusker
Ms. Rosa McNaughton
Mr. Erich Hummel
Mr. Brian Riedl

Absent:

Ms. Gail Reddick
Mr. Mark Redd

Staff Attendees:

Mr. Chris Akins
Ms. Sheri Logue
Ms. Sheila Logue

The meeting was called to order by Mr. Wainwright at 10:00 a.m. Mr. Williams gave the invocation and Mr. Rush established a quorum.

Mr. Wainwright welcomed everyone and introduced our two newest members, Regional Warden Brian Riedl of Region II and Warden Erick Hummel of Lake Correctional Institution. Ms. Miller suggested that we go around the room and let everyone introduce themselves and tell where they work and a little about themselves.

Officer Election

Mr. Wainwright indicated that the following officers were up for re-election – Tom Rush – Vice President, Dave Mecusker – Treasurer, and Sheri Logue – Secretary. Ms. Lisa Miller made a motion to re-elect all of them, Mr. Riedl seconded the motion and it was unanimously approved.

Approval of Minutes from February 27, 2015

The board meeting minutes from February 27, 2015, were reviewed. Motion was made by Mr. Williams to adopt the minutes, seconded by Ms. Miller and unanimously approved.

Budget Review and Approval

Mr. Mecusker reviewed the budget. Total revenue is \$262,370.53 and income and expenditures are right on target at 37%. We're staying within our budget and staff was commended on good book keeping.

Ms. Sheri Logue pointed out a few areas of interest such as golf tournaments, other events and donations to programs. Income from the Southwood Golf Tournament was \$20,000 less than last year, due to fewer sponsor donations. The South Florida Tournament in May will bring in a little more income. However, it has never been a big money maker.

Since we are not having the Doggie Dash, Tails & Trails has agreed to let us have our 5K K-9 Team Competition as part of their event again next year. This is a competition where DC K-9 teams compete. We will be providing each institution with a GPS tracking collar at the event. The money to purchase these collars is donated from Lori Nassofer with the Animal Welfare Foundation. She is a special lady that has donated more than \$266,000 over the years to benefit the K-9 teams and dog obedience training programs.

Mr. Williams indicated that we should honor Ms. Nassofer in some way during our 20 year anniversary next year. Ms. Miller stated that she is friends with Attorney General Pam Bondi and she is a big dog lover. We could ask her to do a Cabinet Resolution on behalf of Ms. Nassofer and the Animal Welfare Foundation. We will prepare a Resolution ourselves and ask Ms. Bondi to sign so that we can present it to Ms. Nassofer.

Mr. Williams made a motion to approve the budget, 2nd by Ms. McNaughton and all approved.

Profit and Loss Statement

Mr. Mecusker had a couple of questions about a few items. First, he wanted to know what the Hardee CI Seminary item was about. Mr. Williams gave an overview. Ms. McNaughton indicated that it was donations received by DC and run through the CF because DC can't accept donations for inmate programs.

Second, he asked about the In-kind income. Ms. Sheri Logue indicated it was what DC gives us – office space, phones, computers, etc.

Overall the year to date report looks very good. Income and expenses are about equal.

Audit Report

Mr. Mecusker indicated that the only finding in the report was that the CF should have a person on staff to prepare our financial statements. This is the same statement they have made for the past several years and is common for small organizations with few staff. We indicated to them that it would not be cost effective for us to have a CPA on staff all the time. Ms. Sheri Logue indicated that our auditor at James Moore & Company told her that if our Treasurer, Dave Mecusker, with his experience as an accountant, could prepare the Financial Statements that we could remove this finding. Ms. McNaughton stated that with the new statutory requirements regarding DSO's, we need justify this finding and having Mr. Mecusker involved in writing the financial statements sounds like a good option. Mr. Akins stated that that we have always made our records, audits, etc. public on our website so we were ahead of most of the new statutory requirements. Ms. Miller asked if we could do a letter saying that Mr. Mecusker would be involved in writing the financial statements.

Ms. McNaughton made a motion, Mr. Rush 2nd the motion and all approved.

Legislative Update

Mr. Akins gave an overview of the Statute regarding establishment of DSO's in the State of Florida. The Statute states that all DSO's must come into compliance and have their statute renewed by the Legislature by October 1, 2018, or they will cease to exist. The Department of Corrections will need to submit a recommendation to the Legislature to continue the Corrections Foundation. Secretary Jones submitted a letter on August 6, 2015 to the Legislature and she will be asked to do so each year. Ms. McNaughton suggested that we make the letter available on our website. We need to stay on top of this so that DC knows what is required and submits documentation needed prior to the deadline each year and especially prior to October 2018 when the Sunsetting Provision takes place. As this time approaches we will work closely with Ms. Miller and the Department to make sure the Legislature knows who we are and what we do.

Ms. Miller mentioned that in even years the Legislature will meet Jan. – March instead of March – May.

Mr. Rush indicated that we need to market ourselves to the Legislature. His wife, Cecil, is over the family programs for the Legislative wives and she plans all the activities for them while they are in town. He stated that one year they visited a dog graduation. We just need to find something they are interested in and invite them and have an orientation program for them. Mr. Akins will contact Ms. Cecil Rush and set up a meeting to discuss.

Ms. Miller mentioned that Senator Jeff Brandes is a proponent of the Department of Corrections on the Criminal Justice Forum. Secretary Jones has met with him about several concerns about funding and mandatory sentencing. There are legislators that are interested in the Department. Mr. Hummel indicated that taking away gain time and requiring 85% of sentences to be served has not been positive. It leaves no incentive for inmates to behave. Reinstating gain time would be a positive move. Ms. Miller suggested that Mr. Hummell and Mr. Riedl talk to Secretary Jones about their thoughts on gain time so that she can convey this information to the Legislature.

Jim Williams reference the 2004-2006 Ex-Offender Task Force recommendations as a good resource for Secretary Jones.

Membership Campaign and 20 year Anniversary Recognition (February – March)

Mr. Williams indicated that even though we did not have a Membership Campaign this year, membership was a success because of the implementation of casual day t-shirts for officers. Some thoughts for events and projects for this year's membership campaign are:

- A membership Bar-B-Q Kickoff and have a board meeting at the same time at one of the institutions in Region II.
- A new lapel pin designed with 20 year anniversary on the bottom for all 18,000 members. Ms. Sheri Logue has checked the price with the current vendor that makes our pins and they have given us a quote of \$10,500.
- Certificates made for all facilities thanking them for their support and asking them to continue to promote the Corrections Foundation through these times.
- Providing a scholarship to 1 person at the institution and to 1 person at a P&P Circuit office with the highest # increase in membership and, present the scholarships at the FCCD Institute in August.
- Present the membership campaign awards at the FCCD Institute.

Mr. Wainwright asked Mr. Riedl and Mr. Hummel if at their next regional meeting if they would tell their administrators about the certificates and see what they think about it. Mr. Williams suggested that we make a bold statement about what the Corrections Foundation does in 2016 since it is our 20 year anniversary.

Ms. Miller mentioned that she had heard Corizon is ending their contract with DC in the next 6 months due to costs. But, they may be able to re-bid the contract. Ms. McNaughton agreed that media reports had confirmed this.

M. Riedl asked if that would impact membership and noted that we need to take this opportunity to let staff know who we are and what we've done for Corrections staff. He indicated that there was some speculation about who take over the medical contract but that DC core people would be offered jobs. The wardens can work to get the message out about the Foundation at their Regional Wardens meetings. Also remind them to take photos when one of their staff receives Employee Assistance. Also recommend that employees learn about the Corrections Foundation at New Employee Orientation.

Ms. Miller indicated that she would talk to Secretary Jones after the board meeting about the Membership Campaign and our 20th year Anniversary and get her approval. Our campaign kick-off is February 1st. Mr. Akins will get with Ms. Miller and draft a press release and let Secretary Jones know of our plans.

Ms. Sheila Logue will prepare a draft for the Secretary's signature approving the campaign. Ms. Miller offered to help draft the letter.

Mr. Williams asked us to determine which of the suggestions we will do for the membership campaign and 20 year anniversary.

Approvals

New pin – Sheri will request 3 quotes and then order.

Certificates for all facilities - Mr. Riedel and Mr. Hummel at their next regional meetings ask the administrators what they think about the certificates.

Scholarships – Recommended to be given to 1 person at the institution with the highest increase in membership and 1 person at a Circuit Office. The warden and circuit administrator will choose the individual recipient.

Decided not to host Bar-B-Q Kick Off but agreed for staff and board to be available in each region to present at a Wardens meeting or Circuit Supervisors meeting.

Membership campaign awards will be presented at FCCD Institute in August in Daytona Beach.

Special Events

Southwood Golf Tournament, October 22, 2015. Sponsor donations were less this year with our largest donor giving \$1,000 vs. \$10,000 in past years. Overall there were fewer sponsors than in the past, 13 sponsors compared with 26 sponsors donating in 2014.

Central Florida Golf Tournament, May 22, 2015. Five sponsors donating \$4,200. This tournament is definitely not a moneymaker for us but is enjoyed by DC staff in Region III. Mr. Dick Pearce, a long-time board director who recently retired, has been the tournament committee chair for many years. Since his retirement we would like for other board members to step into this role. Mr. Erich Hummel and Mr. Brian Reidl agreed to help plan the golf tournament for May. Foundation staff will check on a date in May when we can have the tournament. For the past two years we have held it at Falcon's Fire in Kissimmee.

Program Report

Corrections Foundation Program Report – December 2015

Employee Assistance Program

We have assisted 162 employees since July 2015– Current and provided more than \$197,650 to DC employees. Since 1999, the Employee Assistance Program has provided more than \$5.9 million to 5,257 employees in need.

Inspector General's Office K-9 Unit and K-9 Tracking Teams

A recent donation of \$50,000 from the Animal Welfare Foundation in Winter Garden has allowed for continued support of the Inspector General's Office K-9 unit. The Foundation is serving as the fiduciary of the donation and has purchased items to enhance the care and training of the dogs in DC's care. This donation included \$10,000 for the IG K-9, \$15,000 for the K-9 Tracking dogs and \$20,000 for the dog training programs at 20 institutions, \$5,000 is for Administration.

Dog Obedience and Service Dog Programs

There are dog training programs at 23 DC Institutions including Wakulla CI, Taylor CI, Gulf CI, Gainesville CI Work Camp, Sago Palm Work Release, Lowell CI, Lawtey CI, SFRC, Martin CI, Baker CI, Hardee CI, Tomoka CI, Calhoun CI, Walton CI, Charlotte CI, Ft. Myers Work Camp, Homestead CI, Union CI, CFRC, Okaloosa CI, Hernando CI, and Marion CI. Inmates train dogs from local animal shelters in basic obedience, train service dogs for disabled veterans, and rehabilitate dogs that are heartworm positive. Depending on the program, there is a graduating class of dogs every 8-12 weeks. These programs have been very successful in finding dogs forever homes. The Animal Welfare Foundation is a top sponsor of these programs and there are now 23 DC programs statewide, plus 7 private facility programs and Sheriff's Offices. Of programs reporting (23 of 30) 3,158 dogs have been trained and have found forever homes. More than 3,248 Inmates have been involved in the dog training programs as caretaker, handler, and trainers.

Computers for Florida's Kids

The Computers for Florida's Kids program was re-introduced in July 2011 and is now in full swing at Cross City Correctional Institution. Since that time, a total of 868 computers and 272 printers have been donated to the Foundation for the program. Of these donations 452 computers and 22 printers have been donated to schools and various organizations serving children. We have also provided much needed items to DC such as printers, scanners, fax machines and computers. This fiscal year alone (July 1, 2015 to current) this program has donated 185 computers and 12 printers to 25 different organizations.

We have requested computers from state agencies, corporations, DC staff, schools, and computer recyclers. We have a lot of computers, monitors, and printers on hand at Cross City CI and have advertised that we have computers to donate to private organizations serving children. Cross City Correctional Institution is currently our only location that has a Computer for Florida's Kids Program; however, the contract has been renewed to provide a program at Sumter CI also.

Ms. Sheila and Ms. Sheri Logue gave an overview of the Program. Mr. Hummel and Mr. Riedl were unaware about the program. Ms. Sheila Logue will get the word out to wardens and circuit administrators about the program and to let us know if there are

schools or other non-profits serving children that could use donated computers from this program.

Mr. Williams stated that it was an unknown fact that 20% of our computers from the program could go to DC facilities. Ms. Miller indicated that she was available to deliver computers to Cross City when we needed her to do so.

Mr. Higginbotham, who is the Vocational Teacher at Cross City CI and also in charge of the program there, will be retiring in a couple of years and we will really need someone at that institution and knowledgeable about the program to take over when he leaves.

DC Apparel Sales



Polo shirts with the Older DC logo are now on sale for \$20 at the Foundation office and at www.correctionsfoundation.org and our inventory is running low.

Our embroiderer has digitized the new FDC logo and we are awaiting approval from the Administration and direction from the Board of Directors regarding continuation of the store and which products to provide.

On-Line Store – Status and Future Plans - Ms. Sheri Logue indicated that the store was not a moneymaker for us, had actually lost money since the logo change but does provide a service to DC staff. Out sourcing may be an idea if we are to continue.

Recommendation was made to close the store. Mr. Williams said that if it doesn't make us money we shouldn't do it. Mr. Hummel echoed the same thing. Ms. Sheri Logue stated that we could look at what products have a positive return and keep a few items but overall the polo shirts weren't having a positive return since the logo design changed.

Ms. Sheri Logue asked Mr. Hummel if he hears which company would be making the new uniforms to let us know. They may be interested in providing polo shirts for Community Corrections and non-uniform staff too.

Casual Day T's for Uniformed Staff

This project, implemented July 2014, was very successful with more than 8,063 shirts distributed statewide. With the new FDC logo and proposed new uniform colors we are awaiting direction from the FDC Leadership Team regarding the future of this project.

Officers and staff enjoyed the perks of casual day on Friday and we received many reports of increased morale and feeling of inclusion as Corrections Foundation Members because of this project. A question was asked if the officers would still be able to wear their T-shirts on casual days. As of now it is believed that they can until the new uniforms are issued. If anyone hears, please let Foundation staff know.

Chaplaincy

The Corrections Foundation serves as the fiduciary for private donations that allow for the purchase of literature, equipment, supplies, and curriculum for several institutional chaplaincy programs in the state including Dade CI, SFRC, Cross City CI, Polk CI, Okaloosa CI and Hernando CI. Also, through a generous donation, Hardee CI has started a seminary.

As the non-profit organization to the Florida Department of Corrections we are in a position to accept donations that the Department could not accept as a standalone state agency. We have coordinated the building and repair of chapels, purchased baptistry's and band equipment, literature and fulfilled other needs as set forth by donors to the Chaplaincy programs. One important goal of our fiduciary role is to assist in providing programming that promotes the safety of officers by lessening idle time of offenders.

Re-Entry/Vocational Programs

The Corrections Foundation serves as the fiduciary for private donations that allow for the purchase of supplies for re-entry and vocational programs. We assist donors in their support of a Beekeeper Program and Culinary Arts Program at Lowell CI and Madison CI and various education efforts at several institutions. Sumter CI has started a roof repair account funded by community volunteers at The Villages in FL and many other worthwhile projects are taking place throughout the state.

Goals and Objectives

Ms. Sheri Logue called attention to the Goals and Objectives section of the book which is Foundation staffs thinking of what we foresee for 2016.

New Business

Tom Rush works for the Department of Transportation in the Equal Opportunity Office, focus on Disadvantaged Business Enterprises. There are opportunities for inmates in

work release for employment due lack of construction workers in Florida to do various jobs.

He recently talked to Jeffrey Wainwright, who is over Transition House about this topic and Jeffrey Wainwright indicated that small business owners looking for employees are calling him. He has started involving offenders in the last 18 months of their sentence to be able to do construction work.

Several contractors are interested in training programs for DC offenders. Mr. Williams stated that DC already has two apprenticeship programs.

Lots of opportunities are available for Corrections through Dept. of Transportation if we can just find the right person to say yes on the DC side to try some of these programs. Previously, during transition between Directors of Re-Entry, they were not interested in pursuing this option but they may be open to it now.

If Tom is interested Sheri Logue offered to speak to the new Director of Development (previously the Director of Re-Entry) and determine the level of interest DC may have. Then the Director of Development and Mr. Rush to discuss the possibilities.

Mr. Riedl stated that the Work Release Centers have teachers come in the evenings to provide training in initial skills and the laborer process. He indicated that it was a perfect fit for DC, we just need to find a way to transition from prison to re-entry and have programs in place to train the offenders.

Mr. Williams made a motion to adjourn. Mr. Riedl 2nd the motion and all approved.

Meeting adjourned at 12:52 p.m.

Respectfully submitted,

Sheila Logue

Program Coordinator