



CUMBERLAND COUNTY SHERIFF'S OFFICE

- Kevin J. Joyce
SHERIFF
- Naldo S. Gagnon
CHIEF DEPUTY

JAIL BOARD OF VISITORS

*January 19, 2022
Via Zoom*

In Attendance

Sheriff Joyce, Chief Naldo Gagnon, Major Tim Kortes, Bill Prout (notes) Board Members: Colleen Hilton (Chair), Cushman Anthony,

Hilton

Gave an update on the annual report draft. –Below is a summary of the report.

- Had reached out to Sheriff Joyce reference referring to inmates as inmates vs residents. Recommended language from the oversight committee as residents.
- Noting in the report that we are living in unprecedented times. Important to note the number of programs that are available to the residents is down due to staffing and COVID.
- Recommend updating explore electronic medical records.
- Recommend for hiring support mental staff
- Advocate DOC inmates to be moved to DOC.
- Create programs such as MAT (induction)
- Consider reviewing residents grievance procedures
- Board understands staffing shortage which will affect programs' ability to run.

Sheriff

- Has reviewed the annual report.
- Earlier Prout explained the grievance process. Per Sheriff, we can explore the process to look at how to improve.
- Discussion on language referencing admissions in intake.
- Believes it would be good for the Commissioners to meet the Jail Board of Visitors.



Anthony

- Thanked Hilton on work for Annual Report.
- Thinks it would be important for the Report to indicate the importance of Programs and that the Sheriff acknowledges but is met with staffing and COVID challenges.

Kortes

- Spoke that DOC has oversight over grievances.
- ACA Review and they look at grievances.
- Best practice is 1 person investigating grievances, 1 contact person.
- Trying to coordinate with outside avenues such as Adult Education. Want to do virtual training.
- Medical Accreditation reviews processes as well.

Action Items

- Hilton will send the report to the Board for final review before it goes to the Commissioners.
- Monday, February 14th at 17:30 is the next Commissioners Meeting (virtual)

