



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Sheriff's Office



Date: March 25, 2013
Board Meeting Date: April 23, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Sheriff Greg Munks
Subject: Annual Report on the Inmate Welfare Trust Fund

RECOMMENDATION:

Accept the report on the Inmate Welfare Trust Fund for the period July 1, 2011 through June 30, 2012.

BACKGROUND:

The Inmate Welfare Trust Fund has been set up under California Penal Code §4025, which provides that the Sheriff may operate an inmate commissary program in the jail, and that profits shall be deposited into an Inmate Welfare Trust Fund. Section 4025 also provides that refund, rebate, or commission received from a telephone service provider for inmates' use of telephones shall be deposited into the Inmate Welfare Trust Fund. The fund may only be used primarily for the benefit, program services, and welfare of the inmates, and maintenance of Sheriff's Office Correctional Facilities. This includes the cost of operating programs to benefit the inmates, including, but not limited to, education, drug and alcohol treatment, mental health, vocational activities, library, accounting, and other programs deemed appropriate by the Sheriff. Section 4025 further specifies that an itemized report of disbursements must be submitted annually to the Board of Supervisors. Also included in this report is a summary of income.

DISCUSSION:

The Inmate Welfare Trust Fund generates revenues from two main sources: Inmate Commissary Sales and Inmate Telephone Commission from Global Tel*Link, the current Inmate Telephone Service Provider.

Total gross revenue in FY 2011-12 was \$2,116,739. This includes commissary sales, including prepaid calling cards, of \$1,342,446 and revenues from telephone commissions and other sources of \$774,293.

The total disbursements were \$1,983,061, which includes cost of goods sold of \$608,914, operating and other expenses of \$391,091, and other disbursements of \$983,056. At year end, the operation provided excess revenue over expenditure by \$133,678. This year end operating surplus was added to the beginning fund balance of \$413,744, for a closing fund balance of \$547,422 as of June 30, 2012.

Inmate Welfare Trust Fund continues to see a decline in revenue from commissary sales and sale of prepaid calling cards over prior years. This is due in part to a change in inmate spending habits, and population fluctuations. Although the gross sales figure declined by 1.0% in comparison to FY 2010-11, the net profit from commissary sales (excluding prepaid calling cards) increased by \$75,924 from last year due to salary and benefit savings from the vacant Storekeeping Supervisor position, which we intend to fill in the near future.

The Inmate Welfare Trust Fund is used to pay for a variety of in-custody support and post-release services for inmates and the operation of the inmate library system. The fund also pays for the purchase of items that are used for and by the inmates for recreation and self-development, such as televisions and stand-alone computers. These items are placed in the day rooms and housing units throughout the Sheriff's Office Correctional Facilities.

Acceptance of this report contributes to the Shared Vision 2025 outcome of a Healthy Community, by enhancing the Sheriff's ability to continue providing recreational, educational and behavioral modification, and re-entry services to the inmates in the County Adult Correctional Facilities.

PERFORMANCE MEASURE(S):

Measure	FY 2011-12 Actual	FY 2012-13 Projected
Number of inmates participating in Choices Program	1078	952
Number of inmates that received mental health services.	11024	9470
Number of inmates receiving services from the Service League	>10,000	>10,000
Number of inmates participating in Project Read	336	300

FISCAL IMPACT:

There is no Net County Cost associated with accepting this report. A committee consisting of the Assistant Sheriff, the Captain of the Corrections Division and a Community Representative oversees the Inmate Welfare Trust Fund operations, which includes approving service provider requests and making recommendations for the awarding of contracts. The fund has been audited by Macias, Gini & O'Connell LLP, Certified Public Accountants.