



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** SHERIFF

**File #:** 18-461

Board Meeting Date: 6/5/2018

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Carlos G. Bolanos, Sheriff  
**Subject:** Annual Report on the Inmate Welfare Trust Fund

**RECOMMENDATION:**

Accept the report on the Inmate Welfare Trust Fund for the period of July 1, 2016 through June 30, 2017.

**BACKGROUND:**

California Penal Code 4025 provides for the administration of an Inmate Welfare Fund (IWF), and requires that an itemized report of IWF activity be submitted annually to the Board of Supervisors. The IWF may only be used primarily for the benefit, education, and welfare of the inmates, and maintenance of correctional facilities. This includes the cost of operating programs to benefit the inmates, including, but not limited to, education, drug and alcohol treatment, welfare, law library, accounting, and other programs deemed appropriate by the Sheriff.

California Penal Code 4025 also provides that the Sheriff may operate a commissary in the jails, and that profits shall be deposited into the IWF. Additionally, any refund, rebate, or commission received from a telephone company for inmates use of telephones shall also be deposited into the IWF.

An independent financial audit of the Inmate Welfare Fund is completed annually.

**DISCUSSION:**

The FY 2016-17 Inmate Welfare Trust Fund Report reflects gross revenue of \$2,130,882, and includes commissary sales, prepaid calling cards, and revenues from telephone commissions and other sources. Disbursements total \$2,241,422, and includes the cost of goods sold, operating and other expenses. The difference between revenue and expenditures was \$110,540. This year-end operating deficit was subtracted from the beginning fund balance, for a closing fund balance of \$579,638, as of June 30, 2017.

The IWF is used to pay for a variety of in-custody programs and rehabilitative support services.

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Service providers include the Service League, San Mateo County Office of Education, Correctional Mental Health Services, County Public Health: Choices, and Redwood City: Project Read. The Inmate Welfare Trust Fund Committee, formed by the Sheriff's Office, is responsible for safeguarding the funds, controlling expenditures, and approving the annual budget.

This report contributes to the Shared Vision 2025 outcome of a Safe Neighborhood by supporting recreational, educational and behavior modification services to inmates housed in the Sheriff's Office's correctional facilities.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Projected</b>
Number of new admissions in the Choices Program	392	400
Number of Mental Health intake assessments	2,623	2,600
Number of inmates assessed for the GED Program	132	132
Number of inmates participating in religious services (coordinated by Service League)*	6,450	6,450
Number of inmates participating in Project Read literacy services*	488	500
<i>* One or more services may have been received by inmates</i>		

**FISCAL IMPACT:**

There is no fiscal impact associated with accepting the Inmate Welfare Trust Fund report.