

**BOARD OF CORRECTIONS**

**October 1, 2020**

**Forsyth, Georgia**

**MEMBERS PRESENT:**

Sheriff Barry H. Babb  
Mr. Duke Blackburn  
Mr. J.C. "Spud" Bowen  
Mr. Chris Clark  
Mr. Wayne Dasher  
Mr. Ester Fleming Jr.  
Mr. Larry Haynie  
Sheriff Stacy Jarrard  
Ms. Janelle King  
Sheriff Donnie Pope  
Mr. Tommy M. Rouse  
Mr. Alton Russell-Chairman  
Ms. Andrea Shelton  
Mr. Luis "Lou" M. Solis Jr.  
Mr. W. D. Strickland  
Ms. Rose Williams

**CONFERENCE CALL:**

Mr. Bill White

**MEMBERS ABSENT:**

Mr. Mike Coggins  
Mr. John Mayes

**ATTORNEY GENERAL'S OFFICE CONFERENCE CALL:**

Ms. Tina Piper, Senior Assistant Attorney General

**DEPARTMENT OF CORRECTIONS:**

Mr. Timothy C. Ward, Commissioner  
Mr. Ricky Myrick, Chief of Staff  
Mr. Ahmed Holt, Assistant Commissioner  
Mr. Jay Sanders, Assistant Commissioner  
Mr. Randy Sauls, Assistant Commissioner  
Mr. Alan Watson, Assistant Commissioner  
Ms. Jennifer Ammons, General Counsel  
Ms. Lori Benoit, Deputy Director PAO  
Mr. Dan Brown, Director of Office of Information Technology  
Mr. Sharrod Campbell, Office of Professional Standards  
Ms. Jessica Eanes, Office of Public Affairs  
Mr. Terry Edge, Director of OPD  
Ms. Lisa Edwards, HR Personnel  
Ms. Joan Heath, Director of Public Affairs  
Ms. Angela Ivester, OIT  
Ms. Simone Juhmi, Board Liaison  
Ms. Dawn Mock, OIT  
Ms. Amy Pataluna, Deputy Executive Director  
Mr. Mike Riley, Office of Professional Standards  
Mr. Savario Spencer, AV Specialist  
Mr. Chris Tiller, Executive Director of GCI  
Ms. Betsy Thomas, Director of Human Resources  
Dr. Steven Turner, Chaplain  
Mr. Dexter Walker, OIT  
Mr. Tim Williams, Deputy Director OPD

**VISITORS:**

First, Chairman Alton Russell called to order the October meeting for the Board of Corrections ("the Board") at 10:00 a.m. and Board Liaison, Simone Juhmi, recorded the minutes.

Chairman Russell then asked Chaplain Steven Turner to deliver the invocation. Following such, Chairman Russell led everyone in the Pledge of Allegiance. Chairman Russell welcomed and swore in new member Sheriff Barry H. Babb, District 13, to the Board. Then Chairman Russell recognized all guests and visitors, and the Board meeting, being duly convened, proceeded with business.

Chairman Russell presented the October 2020 Agenda to the Board for approval. Mr. Wayne Dasher made a motion to approve the Agenda, which was seconded by Ms. Rose Williams. The Agenda was voted "approved" by the Board as presented.

Chairman Russell also presented the September Minutes to the Board for approval. Ms. Andrea Shelton made the motion to approve, which was seconded by Ms. Rose Williams. The Minutes were then voted "approved" by the Board as presented.

### **COMMISSIONER'S REPORT**

To begin the Commissioner's Report, Commissioner Timothy C. Ward discussed the dashboard, which is a three-page overview highlighting key areas within the Agency.

To follow, Commissioner Ward asked Mr. Randy Sauls, Assistant Commissioner of Health Services Division, to present a Division Update. Mr. Sauls began his presentation by discussing the responsibilities, objectives, and duties of the Office of Health Services.

In addition, Mr. Sauls discussed the Office of Health Services healthcare delivery model for Fiscal Year 2021, the key healthcare delivery infrastructure components, the tele-health trends for telemedicine and tele-psychiatry, the total hospital admission trends, and the medical reprieve trends.

To conclude, Mr. Sauls gave a brief COVID - 19 update by discussing the current areas of focus: following evolving CDC and Public Health guidance, administration of flu vaccinations, COVID - 19 vaccination implementation plan and request for proposals for pharmacy services, and COVID - 19 over time for GDC, DPH, and by county / DPH.

This concluded Mr. Sauls' report.

Next, Commissioner Ward asked Mr. Ahmed Holt, Assistant Commissioner of the Facilities Division, to give a Division Update.

Mr. Holt began his report by discussing the Georgia Department of Corrections inmate population by month, the intake and diagnostics, the control of movement, releases, and virtual hearings conducted and the miles and hours that are saved through conducting virtual court.

To conclude, Mr. Holt discussed the Georgia Department of Correction's COVID - 19 visitation plan.

This concluded Mr. Holt's report.

Following such, Commissioner Ward asked Ms. Jennifer Ammons, General Counsel of Office of Legal Services, to give an Office of Legal Services Update.

Ms. Ammons began by discussing who the Legal Team consisted of, what the Office of Legal Services handles, some of Fiscal Year 2019 highlights such as reviewing adverse actions, drafting and negotiating contracts, lawsuits, responding to open records, subpoenas and medical records. Plus, she discussed internal affairs investigations, SOP's, sentences, and legislation.

To close, Ms. Ammons discussed the types of litigation matters the Office of Legal Services generally receives.

This concluded Ms. Ammons' report.

Last of all, Commissioner Ward asked Ms. Amy Pataluna, Deputy Executive Director of the Georgia Correctional Industries (GCI), to give a GCI Update.

Ms. Pataluna began by discussing the Georgia Correctional Industries Food Service and Agribusiness Divisions. Ms. Pataluna discussed how the three areas of focus (manufacturing, food service, and agriculture) provides the foundation for its purpose through these three divisions. Some of the highlights from her presentation were discussing crop production, and livestock and grazing. In addition, Ms. Pataluna discussed the food service operations, the Georgia Grown label, the on-the-job training for crop production, and livestock health and nutrition.

To close, Ms. Pataluna discussed the Farm to Table program, the distribution and warehousing, and the production of religious diet meals.

This concluded Ms. Pataluna's report and the Commissioner's Report.

### **CHAIRMAN'S REPORT**

Chairman Alton Russell began the Chairman's Report by giving an update on the 2021 Georgia Prisons Wardens Association and the Board of Corrections flower fund balance. Plus, Chairman Russell advised the Board that the Nominations Committee would meet next month to discuss the upcoming nominations.

Under Old or New Business, Chairman Russell asked for a motion to approve an honorary resolution for former Board Member, Jerry Willis, for his years of service on the Board of Corrections.

Mr. Wayne Dasher made a motion to approve the resolution, which was seconded by Ms. Rose Williams and Mr. W.D. Strickland. The resolution was voted approved by the Board.

To close, Chairman Russell reminded the Board that the next Board of Corrections meeting is on November 5th in Forsyth.

There being no further business, the meeting was adjourned.

---

Alton Russell, Chairman

---

Duke Blackburn, Secretary

---

Simone Juhmi, Board Liaison