

**COUNTY RESPONSE
2014-2015 INYO COUNTY GRAND JURY REPORT**

Table of Contents

	Page
<i>Inyo County Jail</i>	1
<i>Inyo County Juvenile Detention Facility</i>	4
<i>Attachment A</i>	6
<i>Attachment B</i>	32

COUNTY RESPONSE
2014-15 INYO COUNTY GRAND JURY REPORT
INYO COUNTY JAIL

Finding – “1) Meals prepared by inmates and staff follow health and state guidelines, with the ability to increase meal production for other county programs.”

County Response: - **Agree.** *The County is continuing to analyze the cost efficiencies of meal preparation in all County kitchens, including the possibility of using Jail kitchen staff and resources to prepare meals for other County programs. In fact, the Board of Supervisors recently took steps to have the Jail kitchen begin preparing meals for the detainees at the Juvenile Hall. While there is certainly some ability for the Jail kitchen to absorb additional meal production at the current, or even reduced staffing and budget levels, further analysis needs to be completed in order to ascertain how much of an increase in the number of meals could be absorbed by the Jail kitchen. Similarly, it may make sense from a fiscal and resource perspective to have other County kitchens begin preparing meals – especially brown bag and frozen offerings – for the Jail.*

Finding – “2) Limited space for certification and rehabilitation programs.”

County Response: - **Agree** – *There are obviously limitations on physical space and real property available to expand the footprint of the Jail. Land that might otherwise be available has been designated to meet other needs in the criminal justice system. The Judicial Council of the State of California has requested the County make the vacant lot adjacent to the jail available to the State to locate a new court facility in Independence, and the County is in negotiations to make this happen. Should these negotiations fail, the land could be available for other uses subject to the County’s budget constraints and funding priorities.*

However, while space may be limited, the Board of Supervisors is unaware of problems space limitations may create with the inmate programs and services offered at the Inyo County Jail, and believes that the Inyo County Jail continues to provide superb care, programs and services for the inmates. Furthermore, the Board recognizes the creativity of the Sheriff and other County staff to come-up with ways in which to expand inmate programs within current space constraints and looks forward to working with the Sheriff’s Office to evaluate and implement opportunities as they are identified and approved.

Finding – “3) Limited outside area for inmates.”

County Response: - **Disagree wholly** – *The Inyo County Jail has an outdoor inmate exercise yard which meets Title 15 specifications for outdoor space. It is located next to the cell area and provides sunlight and fresh air as required while maintaining security.*

Finding – “4) Open non-confidential area used for counseling of inmates.”

County Response: - **Disagree wholly** – *The Board of Supervisors supports the Sheriff and concurs with his response to the Grand Jury Report. There are already two secured areas for inmate visits with attorneys and counselors at the Jail.*

Recommendation – “1) Review potential for Inyo County Jail to prepare meals for detainees and staff at the Juvenile Detention Facility within next budget cycle.”

County Response: - ***This recommendation has been implemented.*** In December 2014 and August 2015, staff from County Administration conducted workshops with the Board of Supervisors on County operated kitchens. These workshops were requested by the Board of Supervisors to provide information on all of the County run kitchen programs and their related costs. The workshop material included data on meal cost developed with, and reviewed by staff in departments operating County kitchens, including the Health & Human Services and Probation departments, and the Sheriff's Office. Copies of the presentation are included with this response. (See Attachment A and B.) As reported above, following the August presentation, the Board took steps to close the kitchen in the Juvenile Hall and have the Jail kitchen begin preparing meals for Juvenile Hall detainees and staff. These changes and associated cost-savings are expected to be included in the Fiscal Year 2015-2016 CAO Recommended Budget. The Board of Supervisors is committed to continuing to evaluate the costs of meal preparations for county operations in an effort to identify more efficient and cost effective ways to operate the kitchens and provide meals as required or elected for programs under the County's purview.

Recommendation – “2) By adding modular units outside of the jail for administrative staff, it would allow additional needed space for education and rehabilitation programs for inmates within the next fiscal year.”

County Response: - ***This recommendation will not be implemented because it is unreasonable*** – While appealing, the Grand Jury's recommendation that modular units be added outside of the jail for administrative staff relocation be completed within the next budget cycle makes this an unreasonable recommendation. As noted above, space to expand the footprint of the Jail is limited and, furthermore, the County has limited financial and staff resources and competing priorities for those resources. Therefore, it is unreasonable to expect that this project could be accomplished in the next year, space limitations notwithstanding.

As reported by the Sheriff, the Sheriff's Office will continue to look for different options to accommodate the staffing and inmate needs at the Inyo County Jail. When possible as proposals are brought forward by the Sheriff's Office, the Board will look to the County Public Works Department and the County Administrator to analyze the proposals. Such an analysis could take time and money. The Board of Supervisors will consider projects for budget prioritization should they be recommended by staff and appropriate funding is identified.

Recommendation – “3) Provide or plan an outdoor exercise area within the next fiscal year.”

County Response: - ***This recommendation will not be implemented because it is not warranted.*** As reported above in Finding 3, the Inyo County Jail has an outdoor inmate exercise yard which meets Title 15 specifications for outdoor space and is located next to the cell area. It provides sunlight and fresh air as required. As the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding to expand services that have already been deemed appropriate by the State Board of Corrections.

Recommendation – “4) In our concern for privacy, we suggest all private sessions between inmates, lawyers and counselors be held in designated areas, ie, the law library at all times.”

County Response: - ***This recommendation will not be implemented because it is not warranted.*** As reported in Finding 4 above, the Inyo County Jail has two primary secure areas for private sessions between inmates and attorneys and counselors. There is an area in the main intake area of the jail that can also be used for this purpose. Depending on the inmate and associated risk, the attorney or counselor indicates which area they prefer and accommodations are made. Since accommodations are available at the Jail, there is no necessity for the County to incur additional costs to provide appropriate security to transport inmates to the law library for attorney and counselor meetings. Again, the County is facing on-going budget challenges, and the Board of Supervisors expects to proceed cautiously regarding funding to expand adequate services that are already available at the facility.

COUNTY RESPONSE
2014-15 INYO COUNTY GRAND JURY REPORT
INYO COUNTY JUVENILE DETENTION FACILITY

Finding – “1) The “Sally Port” area is not secure.”

County Response: - **Agree.** While the “Sally Port” area is not secured with fencing, it is compliant with State requirements.

Finding – “2) Secured storage areas are not available for visitors’ personal belongings in lobby.”

County Response: - **Disagree partially.** While there are no lockers in the lobby available for visitors, there is a secure location offered to visitors for the storage of their personal belongings.

Finding – “3) Meal costs per capita averages \$95.00 per day for under 90 days detention then reduced to \$75.00 per day for stays longer than 90 days.”

County Response: - **Disagree wholly.** There is no reduction of food costs for longer detention times.

The meal costs at the Juvenile Center are based on the cost of food multiplied by the number served, and overhead costs may or may not be included in these calculations. The analyses of County kitchen costs included with this response include meal costs for the Juvenile Hall, based on Fiscal Year 2013-2014 costs, and calculated as food-only costs and food plus overhead costs. The costs are not as high as reported by the Grand Jury.

Finding – “4) The updated keyless security system with swipe cards is used by staff and officers. Doors in and out of the visiting area are now synchronized to open individually, providing greater security and safety.”

County Response: - **Agree.** The Board of Supervisors continues to invest in upgrades to the security system at the Juvenile Center. Phase III of the security upgrade project was recently completed.

Finding – “5) The heating and air conditioning systems, as well as the fire and safety inspections are up to date. Safety procedures are practiced by staff and detainees routinely.”

County Response: - **Agree.** Staff at the Juvenile Center are charged with making the safety and security of the children they supervise their number one priority. One way to insure the safety of the minors is by regularly conducting fire, life, and safety inspections and drills. The Board of Supervisor makes funding these inspections a budget priority and expects to ensure they are carried out.

Recommendation – “1) For security reasons, fencing around the “Sally Port” needs to be completed within the next budget cycle.”

County Response: - **This recommendation will not be implemented because it is not warranted** – The Chief Probation Officer has again reported this year that a “Sally Port” area is not a mandatory component of a County Juvenile Detention Facility. While having a fenced Sally Port would certainly be ideal, the Sally Port is compliant with State requirements. The Chief Probation Officer also reports that, while it would be a nice addition to the Juvenile Center, he has not identified funding for this project. Furthermore, there have not been any incidents in the past due to the lack of fencing around the Sally Port.

The Grand Jury's recommendation that fencing around the Sally Port be completed within the next budget cycle also makes this an unreasonable recommendation for the Board of Supervisors to commit to in the next nine (9) months. The Board of Supervisors has the budget authority for all County facilities, and projects are prioritized based on recommendations from the department head, working with the County Administrator and Public Works. The funding for prioritized projects is evaluated by the Board on a countywide basis. As the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding for non-mandated services and/or projects.

Recommendation – “2) Secure lockers provided for visitors' personal belongings installed in next budget cycle.”

County Response: - *This recommendation will not be implemented because it is not warranted – As we have identified in the response to the Findings section of this report, while there are no lockers in the lobby available for visitors, there is a secure location offered to visitors for the storage of their personal belongings. However, if this project is requested in a future budget by the department, the Board of Supervisors may reconsider this recommendation depending upon the recommendation by the Department Head and the identification of a funding source for the project. Again, as the County is facing on-going budget challenges, the Board of Supervisors expects to proceed cautiously regarding funding for discretionary projects and will consider them relative to other County needs.*

Recommendation – “3) Study for meals to be prepared by the Inyo County Jail for detainees at the Juvenile Detention Facility.”

County Response: - *This recommendation has been implemented. In December 2014 and August 2015, staff from County Administration conducted workshops with the Board of Supervisors on County operated kitchens. These workshops were requested by the Board of Supervisors to provide information on all of the County run kitchen programs and their related costs. The workshop material included data on meal cost developed with, and reviewed by staff in departments operating County kitchens, including the Health & Human Services and Probation departments, and the Sheriff's Office. Copies of the presentation are included with this response. (see Attachment A and B.) As reported previously, following the August presentation, the Board took steps to close the kitchen in the Juvenile Hall and have the Jail kitchen begin preparing meals for Juvenile Hall detainees and staff. These changes and associated cost-savings are expected to be included in the Fiscal Year 2015-2016 CAO Recommended Budget. The Board of Supervisors is committed to continuing to evaluate the costs of meal preparations for county operations in an effort to identify more efficient and cost effective ways to operate the kitchens and provide meals as required or elected for programs under the County's purview.*



**COUNTY OF INYO
BOARD OF SUPERVISORS**

NOTIFICATION FROM THE MEETING OF December 2, 2014
OF THE INYO COUNTY BOARD OF SUPERVISORS

TO: File

CAO-Budget/ W-S
County Run
Kitchens

The Chairperson recessed open session at 11:12 a.m. to convene in a workshop, with all Board Members present, to receive information on and discuss all of the County run kitchens and their related costs. The Chairperson recessed the workshop at 12:30 p.m., to reconvene in open session, with all Board Members present.

Attest: **KEVIN D. CARUNCHIO**
Clerk of the Board

by: 
Patricia Gunsolley, Assistant



Inyo County Meal Costs

December 2, 2014

Jail

Juvenile Hall

Senior Centers

25

Purpose of the Workshop

Provide information to the Board of Supervisors on all of the County run kitchens and their related costs

Template provided to the Jail & Juvenile Hall Staff

Inyo County Meal Costs

Facility:

Using your FY 13/14 data, please fill in the appropriate numbers in the highlighted boxes. The formulas will calculate automatically.

- Cook Salaries and Benefits
- Food Costs
- Nutritionist Costs
- Public Liability
- Workers Compensation
- General Operating
- Internal Copier Charges
- Travel Expense
- UTILITIES
- Other Costs
- Total Costs

AVG Daily Population (Inmates)	Annual Total
Total REQUIRED Staff meals	
Total Meals Served	

Cost Per Meal (all costs included)	Inmates Only	Inmates and Staff
Cost Per Meal (Food & Personnel Only)		
Cost Per Meal (Food Only)		

Tip: To figure out the percentage to use for Workers Comp, Public Liability, Utilities, General Operating and Copier Charges take the total cook salary and benefits costs and divide that by the total amount of salaries in the budget to come up with the percentage to charge of each item. If you use another method, please make sure to explain your process.

Please call Dorelle Carrington at 760-878-0562 if you have any questions.

Jail Meal Cost Analysis

Six scenarios to consider

Inmate ONLY

1. Cost per meal with the cost of food/supplies only
2. Cost per meal with the cost of the food/supplies plus the cooks salaries
3. Cost per meal with all costs applied. (All costs explained below)

Inmate + Staff

4. Cost per meal with the cost of food/supplies only
5. Cost per meal with the cost of the food/supplies plus the cooks salaries
6. Cost per meal with all costs applied. (All costs explained below)

ALL COSTS INCLUDE:

- Food/Supplies (all food, plates, utensils, etc.)
- Cook Salaries
- % of Workers Compensation, Public Liability, General Operating, Utilities and Internal Copier Charges (% is determined by taking the total cook salaries and dividing it by the total salary and benefit costs in the jail budget)
- Travel – directly related to cook or kitchen trainings
- Nutritionist

Jail Meal Costs

- Average Daily Inmate Population – FY 13/14 = 71 inmates per day (info provided by Jail Staff) or 213 meals per day = 77,745 annual meals served
- Jail Operations Manual
 - Per Section J107.20 – Employee Jail Meals – the following on-duty personnel will be allowed meals at no cost: Jail Staff, Dispatchers, Administrative personnel and Jail Cooks
 - this translates to approximately 14 staff per shift or 42 meals per day = 15,330 annual meals served
- Total Meals served (based on numbers above) = 255 meals per day = 93,075 annual meals served

Jail Operations Manual – Section

J107.20

J107.20 – EMPLOYEE JAIL MEALS

Employees assigned to the Independence facility will be allowed meals at no cost under the following regulations:

(1) Only scheduled on-duty personnel assigned to the independence facility will be allowed meals. This will include:

- A. Jail staff
- B. Dispatchers
- C. Administrative personnel
- D. Jail cooks

(2) Employees requesting meals must notify the cook that they are requesting a meal by the following times:

Breakfast - When the cook arrives for work

Lunch - By 1000 hours

Dinner - By 1630 hours

(3) Inmates will be fed line meals before employees eat.

(4) Employees will eat regular line food. No special meals will be prepared.

(5) Employees may not consume meals in an area open to public view.

EXCEPTIONS: Only the Sheriff, Undersheriff, Lieutenant or Sergeant may request a line meal for any person not listed above.

California Code of Regulations – Adult

Title 15 – Food (Jail)

- CALIFORNIA CODE OF REGULATIONS
TITLE 15. CRIME PREVENTION AND CORRECTIONS
DIVISION 3. DEPARTMENT OF CORRECTIONS
CHAPTER 1. RULES AND REGULATIONS OF THE DIRECTOR OF CORRECTIONS
ARTICLE 4. FOOD SERVICES
§ 3050. Regular Meals.

- (a) Each inmate shall be provided a wholesome, nutritionally balanced diet. Nutrition levels shall meet the recommended daily allowances established by the Food and Nutrition Board of the National Research Council.

- (1) Inmates confined in segregated housing shall be served food representative of that being served to general population inmates. Food shall not be withheld nor standard menu varied as a disciplinary sanction for any inmate.

- (2) Inmates shall be provided three meals each day, two of which shall be served hot. Variations to the two hot meals per day requirement may be allowed to accommodate religious observances, religious meal programs, and institution emergencies. The breakfast meal shall be served not more than 14 hours following the previous day's evening meal.



Jail Meal Costs

- Inmate Only Food Costs – Average of 71 Inmates per Day
 1. \$6.01 per meal – Food Only (\$467,345.40/77,745^a)
 2. \$9.78 per meal – Food + Cook Salaries (\$760,427.28/77,745^a)
 3. \$10.10 per meal – All Costs^b (\$784,868.63/77,745^a)

- Inmate + Staff Food Costs – Average of 71 inmates per day + 14 staff per shift per day
 4. \$5.02 per meal – Food Only (\$467,345.40/93,075^c)
 5. \$8.17 per meal – Food + Cook Salaries (\$760,427.28/93,075^c)
 6. \$8.43 per meal – All Costs^b (\$784,868.63/93,075^c)
 - a. Inmate meals = 71 inmates x 3 meals per day x 365 days in a year
 - b. All Costs – as explained in prior slide
 - c. Inmate + Staff meals = 71 inmates x 3 meals per day x 365 days in a year + 14 staff x 3 meals per day x 365 days in a year

* It is important to note, that the costs for each scenario are the same – However, the reality is that if less meals were prepared/served to staff for instance, the cost of the food would decrease. For example, using the cost of food only for all inmates + staff (\$5.02) and multiplying that only by the inmates per day (71), for the whole year, the cost of the food would be \$390,280, a potential savings of \$77,065 from what was expended in FY 13/14.

Analysis provided by the Jail Staff

Jail Analysis:

- Inmate Only
 1. Food Only = \$4.09 (compared to \$6.01)
 2. Food + Cook Salaries = \$7.48 (compared to \$9.78)
 3. All Costs = \$8.59 (compared to \$10.10)
- Inmate + Staff
 4. Food Only = \$3.39 (compared to \$5.02)
 5. Food + Cook Salaries = \$6.19 (compared to \$8.17)
 6. All Costs = \$7.11 (compared to \$8.43)
- Differences:
 - Average daily population is 71. However, unknown to Budget Analyst, the cook prepares 10 extra meals for bookings and late transports, and 1 extra meal for the pods.
 - Average staffing – Budget Analyst worked with Personnel on the staffing needs and calculated 14 authorized staff per meal. According to the Jail staff there are 26 authorized staff on duty during day shift, and 8 on night shift, averaging 17 staff per meal.
 - Total Costs for Budget Analyst = \$784,869 and Total Costs for Jail Staff = \$770,981. The difference is mostly in Food and Other Costs (Budget Analyst had 12,867.33 more than Jail Staff) with a few other small differences in the other categories.

Juvenile Hall Meal Cost Analysis

Six scenarios to consider

Inmate ONLY

1. Cost per meal with the cost of food/supplies only
2. Cost per meal with the cost of the food/supplies plus the cooks salaries
3. Cost per meal with all costs applied. (All costs explained below)

Inmate + Staff

4. Cost per meal with the cost of food/supplies only
5. Cost per meal with the cost of the food/supplies plus the cooks salaries
6. Cost per meal with all costs applied. (All costs explained below)

ALL COSTS INCLUDE

- Food/Supplies (all food, plates, utensils, etc.)
- Cook Salaries
- % of Workers Compensation, Public Liability, General Operating, Utilities and Internal Copier Charges (% is determined by taking the total cook salaries and dividing it by the total salary and benefit costs in the jail budget)
- Travel – directly related to cook or kitchen trainings

Juvenile Hall Meal Costs

- Average Daily Inmate Population – FY 13/14 = 6 inmates per day (info provided by Probation Staff) or 18 meals per day = 6,570 annual meals served
- Juvenile Hall Operations Manual
 - Section 230 – Meals – Staff – The Board of Supervisors approved “on-duty” employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center
 - 3 staff per shift or 9 meals per day = 3,285 annual meals served
- Total Meals served (based on numbers above) = 27 meals per day = 9,855 annual meals served

Juvenile Hall Operations Manual –

Section 230

230 - MEALS – STAFF

The Board of Supervisors approved “on-duty” employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center. “On-duty” employees are those who do not have a meal hour and cannot leave the institution to eat.

- A. Day shift usually has a light breakfast after morning programming is complete.
- B. Lunch for staff will be served in the Juvenile Center from approximately 1230 to 1300 hours. Dinner will be served from approximately 1730 to 1800 hours. Staff working 8-hour or 10-hour shifts without designated lunch hours is entitled to eat one meal per shift at no charge.
- C. Meals will be left for graveyard shift or they may help themselves from containers specifically marked for staff.

California Code of Regulations – Juvenile Title 15 - Food

Article 9. FOOD

Section 1460. Frequency of Serving.

Food shall be served three times in any 24-hour period. At least one of these meals shall include hot food. Supplemental food shall be offered to minors at the time of initial intake; shall be served to minors if more than 14 hours pass between meals; and shall be served to minors on medical diets as prescribed by the attending physician.

A minimum of twenty minutes shall be allowed for the actual consumption of each meal except for those minors on medical diets where the responsible physician has prescribed additional time.

Provisions shall be made for minors who may miss a regularly scheduled facility meal. They shall be provided with a substitute meal and beverage, and minors on medical diets shall be provided with their prescribed meal.

Juvenile Hall Meal Costs



- Inmate Only Food Costs – Average of 6 inmates per day
 1. \$6.20 per meal – Food Only (\$40,744.75/6,570^a)
 2. \$20.21 per meal – Food + Cook Salaries (\$132,783.86/6,570^a)
 3. \$20.84 per meal – All Costs^b (\$136,943.21/6,570^a)
- Inmate + Staff Food Costs – Average of 6 inmates per day + 3 staff per shift per day
 4. \$4.13 per meal – Food Only (\$40,744.75/9,855^c)
 5. \$13.47 per meal – Food + Cook Salaries (\$132,783.86/9,855^c)
 6. \$13.90 per meal – All Costs^b (\$136,943.21/9,855^c)
- a. Inmate meals = 6 inmates x 3 meals per day x 365 days in a year
- b. All Costs – as explained in prior slide
- c. Inmate + Staff meals = 6 inmates x 3 meals per day x 365 days in a year + 3 staff x 3 meals per day x 365 days in a year

* It is important to note, that the costs for each scenario are the same – However, the reality is that if less meals were prepared/served to staff for instance, the cost of the food would decrease. For example, using the cost of food only for all inmates + staff (\$4.13) and multiplying that only by the inmates per day (6), for the whole year, the cost of the food would be \$27,135, a potential savings of \$13,600 from what was expended in FY 13/14.

Analysis provided by the Probation Staff

Juvenile Hall Analysis:

- Inmate Only
 1. Food Only = \$6.52 (compared to \$6.20)
 2. Food + Cook Salaries = \$20.52 (compared to \$20.21)
 3. All Costs = \$20.97 (compared to \$20.84)
- Inmate + Staff
 4. Food Only = \$4.34 (compared to \$4.13)
 5. Food + Cook Salaries = \$13.68 (compared to \$13.47)
 6. All Costs = \$13.98 (compared to \$13.90)

Differences:

- The Probation staff had additional expenses of \$818.31. Not a substantial difference.

Senior Program Meal Cost Analysis

Three Scenarios to consider for the Congregate and Home Delivered Meals

1. Food only costs
2. Food + Cook Salaries
3. All Costs (explained below)

ALL COSTS INCLUDE

- Internal Charges (Building & Maintenance)
- Internal Copier Charges
- Office/Other Equipment (kitchen equipment)
- Advertising (PSA Positions)
- Professional Services (Mission Linen)
- General Operating (supplies for sites, etc.)
- Utilities
- Salaries & Benefits (% of Site Coordinators, % of Program Services Assistants, Registered Dietician)
- Workers Compensation
- Food and Packaging
- Motor Pool for Home Delivered Meals

Senior Center All Costs

- Treated differently from Jail and Juvenile Hall for the following purposes
 - Different “Cost Centers”, such as Supportive Services (IIIB), and Family Caregivers (IIIE) which also draw down costs.
 - Salaries and Benefits for different classifications were allocated based on the Closeout report that was submitted to CDA for FY 13/14, which then draws other costs, such as Workers compensation in differently, than it would by just applying flat percentages.
 - Differences in Congregate Meals (Senior Site Meals) and Home Delivered Meals, which require Motor Pool costs.

Senior Center Meals

- Congregate Meals Served at the Senior Centers located throughout Inyo County – FY 13/14 = 18,309
- Home Delivered Meals throughout Inyo County – FY 13/14 = 47,447
- Percentages used varies, since the costs applied to the meals includes Cooks, Site Supervisors, and Drivers (PSA's). Each unit was charged based on the same premises used in the Jail and Juvenile Hall percentages.

Nutrition Guide – Title 22 CA Code of Regulations

- s7638.5. Nutrition Requirements of Meals.
 - a. Compliance with dietary guidelines:
 1. In accordance with Section 339 of the Older Americans Act (42 U.S.C. 3030g-21), each meal shall provide the following to participating individuals:
 - A. If the Program provides one (1) meal per day, a minimum of one-third (1/3) of the Dietary Reference Intakes (DRIs) by the Food and Nutrition Board, Institute of Medicine, National Academy of Sciences (2006), which are incorporated by reference.
 2. Meals shall comply with the Dietary Guidelines for Americans (2005 6th Edition) by the U.S. Department of Health and Human Services and the USDA, which is incorporated by reference.

Senior Center Meals

- Congregate Meal (Meals served at Senior Centers)
 1. \$9.63 per meal (with all costs applied)
 2. \$6.52 per meal (Food + Cook Salary)
 3. \$3.48 per meal (Food Only)
- Home Delivered Meal Costs
 1. \$9.83 per meal (with all costs applied)
 2. \$6.47 per meal (Food + Cook Salary)
 3. \$3.45 per meal (Food Only)



Analysis provided by HHS Staff

HHS Analysis

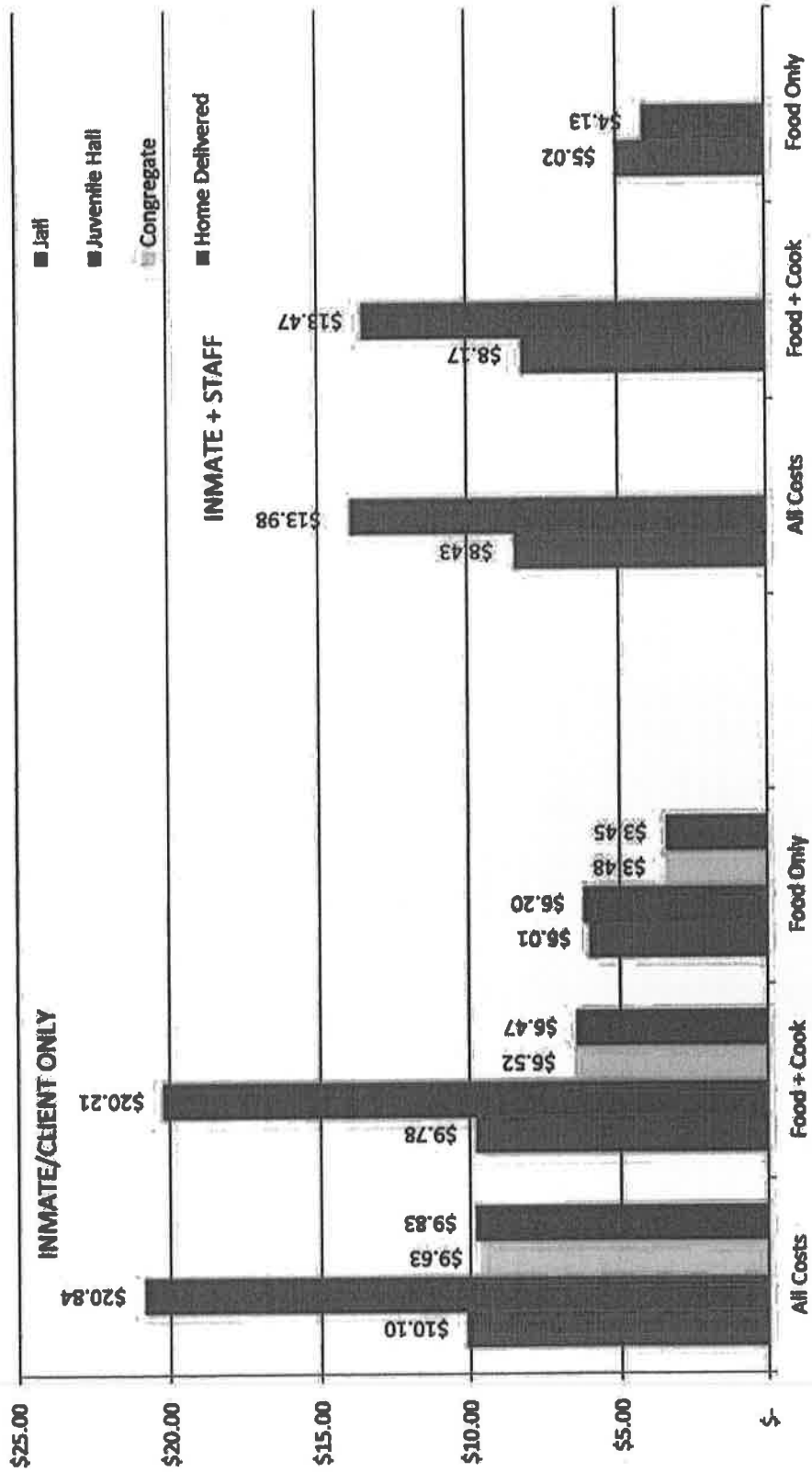
- **Congregate Meal**
 1. All Costs Applied = \$9.48 (compared to \$9.63)
 2. Food and Cook Salaries = \$6.50 (compared to \$6.52)
 3. Food Only = \$3.48 (compared to \$3.48)
- **Home Delivered Meal**
 1. All Costs Applied = \$9.96 (compared to \$9.83)
 2. Food and Cook Salaries = \$6.45 (compared to \$6.47)
 3. Food Only = \$3.45 (compared to \$3.45)
- **Differences**
 - A few costs were distributed a little differently between Congregate and Home Delivered, but the differences are not substantial.

Comparison of Analysis

	Inmate/Client Food Only	Inmate + Staff - Food Only	Inmate/Client - Food + Cook Salaries	Inmate + Staff - Food + Cook Salaries	Inmate/Client - All Costs	Inmate + Staff - All Costs
Jail	\$6.01	\$5.02	\$9.78	\$8.17	\$10.10	\$8.43
Juvenile Hall	\$6.20	\$4.13	\$20.21	\$13.47	\$20.84	\$13.90
Senior Center - Congregate	\$3.48		\$6.52		\$9.63	
Senior Center - Home Delivered	\$3.45		\$6.47		\$9.83	

	Inmate/Client Food Only	Inmate + Staff - Food Only	Inmate/Client - Food + Cook Salaries	Inmate + Staff - Food + Cook Salaries	Inmate/Client - All Costs	Inmate + Staff - All Costs
Jail	\$4.09	\$3.39	\$7.48	\$6.19	\$8.59	\$7.11
Juvenile Hall	\$6.52	\$4.34	\$20.52	\$13.68	\$20.97	\$13.98
Senior Center - Congregate	\$3.48		\$6.50		\$9.48	
Senior Center - Home Delivered	\$3.45		\$6.45		\$9.96	

FY 13/14 Budget Analyst Comparison



Conclusions

- Rates for Food Only for all kitchens range from \$3.45 - \$6.52
- Depending on how many meals are served, the costs differ, the more meals served, the lower the costs. Counts varied in the Jail.
- Staff meals also differ across facilities, and could be interpreted in different ways by different people

WHAT'S NEXT???

- How to standardize costs? Vendors, etc.
- Additional savings across the kitchens (i.e. brown bag meals like those that are served to Search & Rescue)
- Integrate Operations?
- Evaluate menus?
- Shop Food Prices?
- Other Recommendations?



COUNTY OF INYO BOARD OF SUPERVISORS

NOTIFICATION FROM THE MEETING OF August 4, 2015
OF THE INYO COUNTY BOARD OF SUPERVISORS

TO: File

CAO-Budget/ W-S
County Run
Kitchens

The Board convened at 2:10 p.m. in a workshop, with all Board Members present, to receive information on and discuss County run kitchens and their related costs. The Chairperson recessed the workshop at 3:15 p.m., to reconvene in open session, with all Board Members present.

Attest: **KEVIN D. CARUNCHIO**
Clerk of the Board

by: *Patricia Gunsolley*
Patricia Gunsolley, Assistant



Inyo County Kitchen Costs Workshop

Part II

August 4, 2015

Jail & Juvenile Hall

Let's make some decisions

35

Where We Left Off

- Cost of Meals in the Jail (all costs*) = \$8.43
- Cost of Meals in the Juvenile Hall (all costs*) = \$13.90
- Both rates above include feeding staff as agreed to in the Jail Operations Manual and the Juvenile Hall Operations Manual, approved by the Board of Supervisors

*Food/Supplies, Cook Salaries, % of Workers Comp, % of Public Liability, travel and Nutritionist

Food – Overview of Meals Served

- Total Meals served in the Jail for Fiscal Year 2013-2014
 - Inmate Meals = 77,745
 - Staff Meals = 15,330
 - **Total Meals = 93,075**
 - Cost Per Year = \$784,869 (Average Meal per day \$8.43)
- Total Meals served in the Juvenile Hall for Fiscal Year 2013-2014
 - Juvenile Meals = 6,570
 - Staff Meals = 3,285
 - **Total Meals = 9,855**
 - Cost Per Year = \$136,943 (Average Meal cost \$13.90)

California Code of Regulations – Title 15 - Comparison

Jail

CALIFORNIA CODE OF REGULATIONS
TITLE 15. CRIME PREVENTION AND CORRECTIONS
DIVISION 3. DEPARTMENT OF CORRECTIONS
CHAPTER 1. RULES AND REGULATIONS OF THE DIRECTOR OF
CORRECTIONS
ARTICLE 4. FOOD SERVICES
s 3050. Regular Meals.

(a) Each inmate shall be provided a wholesome, nutritionally balanced diet. Nutrition levels shall meet the recommended daily allowances established by the Food and Nutrition Board of the National Research Council.

(1) Inmates confined in segregated housing shall be served food representative of that being served to general population inmates. Food shall not be withheld nor standard menu varied as a disciplinary sanction for any inmate.

(2) Inmates shall be provided three meals each day, one of which shall be served hot. Variations to the one hot meal per day requirement may be allowed to accommodate religious observances, religious meal programs, and institution emergencies. The breakfast meal shall be served not more than 14 hours following the previous day's evening meal.

Juvenile Hall

California Code of Regulations
Title 15 Minimum Standards for Juvenile Facilities
Article 9. FOOD
Section 1460. Frequency of Serving.

Food shall be served three times in any 24-hour period. At least one of these meals shall include hot food. Supplemental food shall be offered to minors at the time of initial intake; shall be served to minors if more than 14 hours pass between meals; and shall be served to minors on medical diets as prescribed by the attending physician.

A minimum of twenty minutes shall be allowed for the actual consumption of each meal except for those minors on medical diets where the responsible physician has prescribed additional time.

Provisions shall be made for minors who may miss a regularly scheduled facility meal. They shall be provided with a substitute meal and beverage, and minors on medical diets shall be provided with their prescribed meal.

Sample Menu from another County



CALIFORNIA CONSTRUCTION MENU

Weekly Average: 2500 Calories Per Day
Less Than 30% of calories from fat and less than 6g sodium weekly average

Proposed 6/12
Implemented:
Revised: 9/13

Week: 1
THURSDAY
Meal Name: Breakfast

TUESDAY

WEDNESDAY

MONDAY

SUNDAY

SATURDAY

FRIDAY

	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
Dry Cereal	1 1/4 cup	1 1/4 cup	1 1/4 cup	1 1/4 cup	1 1/4 cup	1 1/4 cup	1 1/4 cup
1. Bologna	1 each	1 each	1 each	1 each	1 each	1 each	1 each
Wheat Bread or Rolls	2 each	2 each	2 each	2 each	2 each	2 each	2 each
Jelly	2 packets	2 packets	2 packets	2 packets	2 packets	2 packets	2 packets
1% Milk Protein Fortified (Fat Free)	2 each	2 each	2 each	2 each	2 each	2 each	2 each
Sugar Sub	2 packets	2 packets	2 packets	2 packets	2 packets	2 packets	2 packets
Meal Name: Lunch							
1. Salmon	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz
Mayo Dressing & Mustard Packets	1 each	1 each	1 each	1 each	1 each	1 each	1 each
Wheat Bread or Rolls	4 each	4 each	4 each	4 each	4 each	4 each	4 each
Fresh Fruit	1 each	1 each	1 each	1 each	1 each	1 each	1 each
Carrot Sticks or Corn (A)	3 oz	3 oz	3 oz	3 oz	3 oz	3 oz	3 oz
Sandwich Cookies	4 each	4 each	4 each	4 each	4 each	4 each	4 each
Fruit Drink w/ Vitamin C	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup
Meal Name: Dinner							
1. Ham	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz
Pinto Beans	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup
O'Brien Potatoes	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Cabbage LF (C)	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Wheat Bread or Rolls	2 each	2 each	2 each	2 each	2 each	2 each	2 each
Whipped Margarine	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup
Fruit (1/2 or 1/2 cup)	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion
Fruit Drink w/ B12, C, D, E & Calcium	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup
1. Ham	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz
Pinto Beans	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup
O'Brien Potatoes	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Cabbage LF (C)	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Wheat Bread or Rolls	2 each	2 each	2 each	2 each	2 each	2 each	2 each
Whipped Margarine	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup
Fruit (1/2 or 1/2 cup)	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion
Fruit Drink w/ B12, C, D, E & Calcium	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup
1. Ham	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz	4 oz
Pinto Beans	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup	1 1/2 cup
O'Brien Potatoes	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Cabbage LF (C)	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup	3/4 cup
Wheat Bread or Rolls	2 each	2 each	2 each	2 each	2 each	2 each	2 each
Whipped Margarine	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup	1/2 cup
Fruit (1/2 or 1/2 cup)	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion	1 portion
Fruit Drink w/ B12, C, D, E & Calcium	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

All items purchased fully cooked, with manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are better volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereals are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Institution chooses with calcium is used.

NOTATION STATEMENT: This menu meets the nutritional guidelines of the American Construction Association which are based upon the current OPRs for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (continued) On _____ Date: _____
in accordance with ACA Standard (ed. 3-ALDF-4C-04) (MANAYTOR) Menu evaluations are conducted at least quarterly by local union representatives to verify adherence to the established daily servings.

Reviewed: 6/13 ARAMARK District's Signature: _____ Date: _____
Client's Signature: _____ Date: _____

Average Cost per Meal (Food Only) = \$

Inyo County Jail Menu

NOV 2014	26	27	28	29	30	31	1
	<p>Saturday CEREAL TOAST/W/EGG/JELLY SAUSAGE JUICE/MILK</p>	<p>Sunday HOT CEREAL TST/JELLY JUICE/MILK</p>	<p>Monday Waffles BACON MARG/SYRUP FRUIT/JUICE MILK</p>	<p>Tuesday DENVER SCRAM HASH BROWNS 1-TOAST W/MARG./JELLY MILK/JUICE</p>	<p>Wednesday BISCUITS/GRAVY EGGS JUICE/MILK</p>	<p>Thursday EGG CHZ SAND SAUSAGE ON MUFFIN HASH BROWNS JUICE/MILK</p>	<p>Friday FRENCH TST W/MARG/SYRUP BACON JUICE/MILK</p>
	<p>Saturday SPAGHETTI SALAD/VEGGIE GARLIC BREAD JUICE</p>	<p>Sunday BACK DINNERS MILK/FRUIT</p>	<p>Monday POZZOLE W/FIXINGS TORTILLA PUDDING JUICE</p>	<p>Tuesday TACOS W/FIXINGS BEANS/RICE SALSA JUICE/FRUIT</p>	<p>Wednesday BEEF BROCCOLI RICE/EGG ROLL SOUP JUICE</p>	<p>Thursday PHILLY CHZ SAND FF/SALAD VEGGIE JUICE</p>	<p>Friday EGG SALAD SAND SOUP/SALAD CRACKERS JUICE</p>
	<p>Saturday BEEF STEW SALAD/DESSERT ROLL/MARG JUICE</p>	<p>Sunday HOT DOGS FF/SALAD VEGGIE MILK/FRUIT</p>	<p>Monday TACOS W/FIXINGS BEANS/RICE SALSA JUICE/FRUIT</p>	<p>Tuesday POTATO SOUP W/SOUP BOWL SALAD PUDDING MILK</p>	<p>Wednesday TAMALES/CHILE W/CHZ & ONION SALAD/VEGGIE FRUIT/MILK</p>	<p>Thursday LASAGNA GARLIC BREAD VEGGIE/ SALAD MILK/FRUIT</p>	<p>Friday HOME MADE CHILE/SALAD CORN BREAD VEGGIE/MILK FRUIT</p>
	<p>Saturday TUNA SANDWICH CUCUMBER SALAD SOUP/CRACKERS JUICE</p>	<p>Sunday BLT SANDWICH W/FIXINGS PASTA SALAD VEGGIE JUICE</p>	<p>Monday BLT SANDWICH W/FIXINGS PASTA SALAD VEGGIE JUICE</p>	<p>Tuesday BLT SANDWICH W/FIXINGS PASTA SALAD VEGGIE JUICE</p>	<p>Wednesday S/S PORK RICE/SOUP EGG ROLL JUICE</p>	<p>Thursday GR. CHEESE SANDWICH SOUP/SALAD JUICE</p>	<p>Friday MAC & CHZ W/HAM VEGGIE/SALAD JUICE</p>
	<p>Saturday SACK DINNERS MILK FRUIT</p>	<p>Sunday MEAT & CHIZ PIZZA/SALAD COOKIES MILK/FRUIT</p>	<p>Monday MEAT & CHIZ PIZZA/SALAD COOKIES MILK/FRUIT</p>	<p>Tuesday RAVIOLIS VEGGIE/SALAD GARLIC BREAD FRUIT MILK</p>	<p>Wednesday SLOPPY JOES FF/SALAD VEGGIE MILK/ FRUIT</p>	<p>Thursday 2-ENCHILADAS RICE/BEANS* SALAD MILK FRUIT</p>	<p>Friday CHICKEN TENDERS FF/SALAD VEGGIE MILK/FRUIT</p>
	<p>Saturday OMILETS BACON TST/JELLY MILK/JUICE</p>	<p>Sunday PINTO BEANS W/HAM HOCKS RICE/SALAD 1-BISCUIT JUICE</p>	<p>Monday CHICKEN TINGA W/RICE SALAD/VEGGIE MILK/FRUIT</p>	<p>Tuesday TACO SOUP TORTILLA SALAD JUICE</p>	<p>Wednesday BACON/EGGS HASH BROWNS MILK/JUICE</p>	<p>Thursday SAUSAGE PATTY JUICE/MILK</p>	<p>Friday PORCORN CHIX SALAD SOUP/CRACKERS PUDDING/FRUIT MILK</p>

PREPARED BY BM 10-15-2014

MENU IS NOT TO CHANGE WITHOUT AUTHORIZATION

*BEANS

Inyo County Juvenile Hall Menu

Date:	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Buttermilk Pancakes-3 Syrup-2oz Butter -1oz Sausage-1 Orange Juice-Soz Banana - 1/2c Milk-8oz	Cold Cereal-12oz Wheat Toast-2sl Peanut Butter-1oz Mixed Fruit-1/2c Apple Juice-5oz Milk-8oz	Hot Cereal-12oz White Toast-2sl Butter-2oz Sausage-1 Orange Juice-5oz Fruit-1/2c Milk-8oz	Egg Cheese Sausage Burrito-1 Flour Tortilla-1 Salsa-1/2c Peaches - 1/2c Grape Juice-5oz Milk-8oz	French Toast-3 Syrup-2oz Butter-2 Bacon-2sl Orange Juice-5oz Banana -1/2 Milk-8oz	Hot Cereal-12oz Bagel-1 Cream Cheese-2oz Bacon-2sl Peaches- 1/2c Grape Juice-5oz Milk-8oz	Cold Cereal-12oz Wheat Toast-2sl Jam-2 Peanut Butter-2oz Orange Juice-5oz Yogurt-4oz Milk-8oz
Lunch	Roast Beef-3oz Cheese-2sl Wheat Bread-2sl Lettuce Chips-1.5oz Tomato Soup-12oz Orange-1 Milk-8oz Cookie-1	Tuna Salad-1/2c Wheat Bread-2sl Pasta Salad-1/2c Vegetable Soup-12oz Milk-8oz Apple-1am	EGG Salad-3oz Wheat Bread-2sl Potato Salad-1/2c Navy Bean Soup-12oz Milk-8oz Orange-1	Peanut Butter Jam-2 Wheat Bread-2sl Cream of Chicken Soup-12oz Chips-1 Milk-8oz Banana-1	Chicken Salad French Roll Cream of Mushroom Soup-12oz Mixed Fruit-1/2c Milk-8oz Cookie-1	Pepperoni Cheese Pizza-2sl Green Salad-12oz Ranch-1oz Wild rice Soup-12oz Mixed Fruit-1/2c Milk-8oz Cup cake-1	Double Chicken Burger Sesame Bun-1 Lettuce Tomato Pickle Onion Fries-1/2c Milk-8oz
Dinner	Three Cheese Tortellini Alfredo Sauce /1c Mixed vegetables- 1/2c Green Salad-1/2c Ranch-1oz Garlic Bread-1 Milk-8oz Apple-1	Barbequed Chicken-4oz Potato-1 Mixed Vegetables 1/2c Green Salad-12oz Ranch-1oz Milk-8oz	Spaghetti & Meat balls- 12oz Green Salad-1c Ranch-1oz Garlic Bread-2sl Mixed Fruit-1/2c Milk-8oz Vanilla Pudding- 1/2c	Baked Glazed Ham-2oz Scalloped Potatoes- 1/2c Mixed vegetables - 1/2c Bread-2sl Butter-1 Milk-8oz Apple-1	Beef Burrito-2 Chili Beans-1/2c Cheese-2oz Green Salad-1c Ranch-1oz Salsa-1/2c Pears-1/2c Milk-8oz	Savory Chicken-3oz Rosemary Potatoes- 1/2c Carrots- 1/2c Mixed Green Salad-1/2c Ranch-1oz Milk-8oz	Ment Loaf-3oz Mashed Potatoes- 1/2c Gravy-2oz Broccoli- 1/2c Wheat Bread-2sl Butter-2 Milk-8oz Vanilla Pudding-1c

Senior Center Menu

July 2015

Mon	Tue	Wed	Thu	Fri
		1 CHICKEN ENCHILADA Refried Beans Spanish Rice Green Salad Pears	2 BBQ PORK RIBS Oven Brown Potatoes/Corn Watermelon Ice Cream	3 CLOSED <i>Happy Independence Day</i>
5 CHICKEN ITALIAN Italian Veggies Dinner Roll Garden Salad Fruit Cup	7 TURKEY DIVAN Linguini Spinach/Bread Lime & CC Jelli-O	8 PORK CAR-NITA TACOS Salsa, Cheese, Lettuce Beans / Rice Coleslaw	9 BEEF RAVIOLI Marinara Sauce Broccoli / Roll Spinach Salad Fruit Cup	10 SWISS STEAK Mashed Potatoes Gravy / Bread Corn / Fruit Green Salad
13 SLOPPY JOES French Fries Peas & Carrots Coleslaw Banana Pudding	14 TERIYAKI CHICKEN STRIPS Rice / Broccoli Tomato Cuke Salad Pineapple	15 ROAST BEEF Mashed Potatoes Gravy Peas Spinach Salad Grapes	16 LASAGNA Italian Veggies Garlic Bread Green Salad Pear Crisp	17 ROAST TURKEY Stuffing / Gravy Green Beans Cranberry Sauce Pumpkin Dessert
20 SPAGHETTI Broccoli Bread Green Salad Tropical Fruit	21 BBQ CHICKEN French Fries Baked Beans Broccoli & Cauliflower Salad / Fruit	22 SALMON Garlic Potatoes Green Beans Tropical Fruit Ice Cream	23 HUNGARIAN GOULASH Pasta Cabbage Dinner Roll Cantaloupe	24 BAKED HAM Au Gratin Potatoes Succotash Cornbread Ambrosia Salad
27 MACARONI & CHEESE Winter Veggies Bran Muffin Green Salad Peaches	28 CHICKEN & CHILI QUICHE Zucchini w/ Tomatoes Muffin Honeydew	29 PIZZA DELUXE Mtxed Squash Green Salad Watermelon	30 BBQ PORK SANDWICH French Fries Baked Beans Coleslaw Strawberries	31 MEATLOAF Baked Potato Gravy Peas Spinach Salad Peach Crisp

Breakfast Comparison

Aramark Menu	Inyo Jail Menu	Inyo Juvenile Hall	Senior Center Menu
• Dry Cereal	• Bacon	• Cold Cereal	• No Breakfast
• Protein	• Eggs	• Wheat Toast	• Served –
• Bread	• Hash Browns	• Peanut Butter	• only lunches
• Milk	• Milk/Juice	• Mixed Fruit	
		• Milk/Juice	

Lunch Comparison

Aramark Menu	Inyo Jail Menu	Inyo Juvenile Hall	Senior Center Menu
• Sandwich Meat – 4 oz	• Pazole w/fixings	• Tuna Salad	• Chicken Italian
• Bread – 4 slices	• Tortilla	• Wheat Bread	• Italian Veggies
• Vegetable or Fruit	• Pudding	• Pasta Salad	• Dinner Roll
• Sandwich Cookies	• Juice	• Vegetable Soup	• Garden Salad
• Fruit Drink	• Fruit	• Milk	• Fruit Cup
		• Apple	• Milk/Juice

FOOD FACTS

- Food Only Costs were calculated at \$4.09 - \$6.01 per meal for Inyo County for Fiscal Year 2013-2014 by departments
- Sutter County Jail – in their 2013 Annual Report – calculated food only costs at \$1.19 - \$1.72 per meal
- The food budget for California Department of Corrections has recently been raised from \$2.30 **PER DAY** to \$2.45 **PER DAY** for each inmate

Food – Cost Saving Opportunities

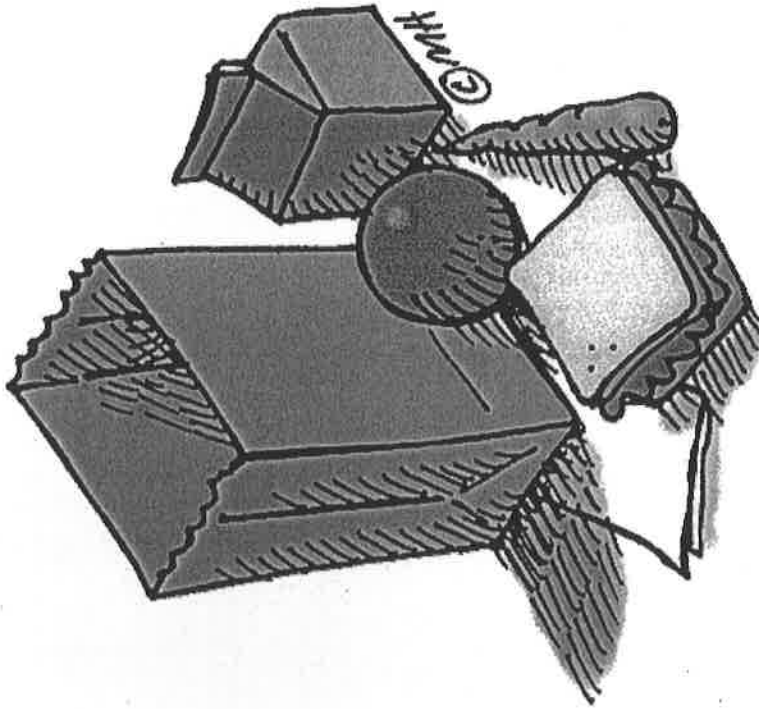
- Meals – required to serve one hot meal (jail).
 - Hot meal could be considered oatmeal in the morning (not bacon, waffles, pancakes, etc.)
- 1 – 2 “sack lunches” can be served daily
 - Doesn’t specify when the cold meals could be served – could be dinner (requires less prep time and staff)
- Stop purchasing condiments?
 - Some facilities don’t provide condiments, but the inmates are allowed to purchase them from the commissary...consideration? (Ketchup, mustard, mayonnaise, jelly, peanut butter, honey)

Food – Cost Saving Opportunities

continued

- Possibility of freezing leftovers?
 - Currently our facility cooks 6-10 extra meals per day for bookings, late transports.
 - Serve a sack lunch for the late admits?
- What type of food/drink is required or appropriate?
 - Iced Coffee (French Vanilla and Caramel); Hot Chocolate; French Vanilla Creamer; Soda; Ice Cream; Froot Loops; etc.
- Cost Savings
 - Condiments = ~\$5,500
 - Cooking Extra Meals = ~\$30,000
 - Iced Coffee/Vanilla Flavored Creamer, etc. = ~\$5,850
 - Serving 2 sack lunch meals a day instead of 3 hots = ~\$15,500 - \$25,000 (could be more/less)

Food Discussion?



Operations Manual Comparison

Jail Operations Manual – Section J107.2

J107.20 – EMPLOYEE JAIL MEALS

Employees assigned to the Independence facility will be allowed meals at no cost under the following regulations:

(1) Only scheduled on-duty personnel assigned to the Independence facility will be allowed meals. This will include:

- A. Jail staff
- B. Dispatchers
- C. Administrative personnel
- D. Jail cooks

(2) Employees requesting meals must notify the cook that they are requesting a meal by the following times:

Breakfast - When the cook arrives for work

Lunch - By 1000 hours

Dinner - By 1630 hours

(3) Inmates will be fed line meals before employees eat.

(4) Employees will eat regular line food. No special meals will be prepared.

(5) Employees may not consume meals in an area open to public view.

EXCEPTIONS: Only the Sheriff, Undersheriff, Lieutenant or Sergeant may request a line meal for any person not listed above.

Juvenile Hall Operations Manual – Section 230

230 - MEALS – STAFF

The Board of Supervisors approved “on-duty” employees to eat lunch or dinner meals at no cost while on duty at the Juvenile Center. “On-duty” employees are those who do not have a meal hour and cannot leave the institution to eat.

- A. Day shift usually has a light breakfast after morning programming is complete.
- B. Lunch for staff will be served in the Juvenile Center from approximately 1230 to 1300 hours. Dinner will be served from approximately 1730 to 1800 hours. Staff working 8-hour or 10-hour shifts without designated lunch hours is entitled to eat one meal per shift at no charge.
- C. Meals will be left for graveyard shift or they may help themselves from containers specifically marked for staff.

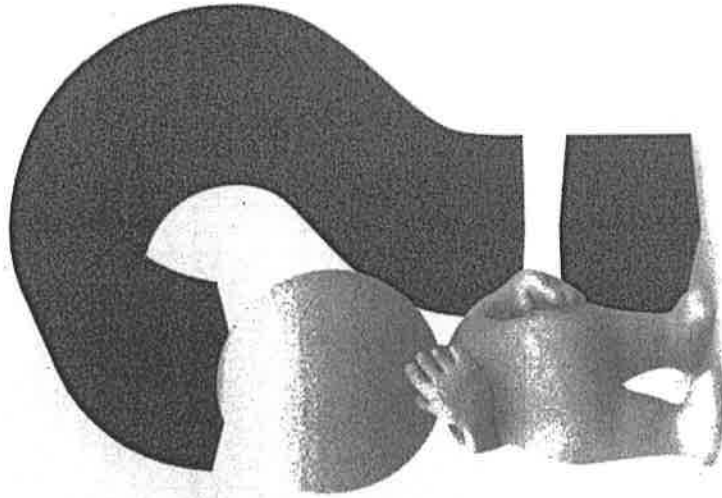
Operations Manual Considerations

- Jail – Current list of staff allowed to eat meals:
 - Jail Staff
 - Dispatchers
 - **Administrative Personnel**
 - Jail Cooks

What would be considered Administrative Personnel? All staff working there? Or only those that are not allowed to leave the jail during their shift? Opportunity for staff to purchase meals?
- Juvenile Hall – Current list of staff allowed to eat meals:
 - On Duty Employees – those employees who do not have a meal hour and cannot leave the institution to eat.

Does this policy work? Are there exceptions?
- Reminder – Adding the staffing meal counts does reduce the cost of meals, however if the staff were not being provided meals, the cost of the food would be reduced
- Cost Savings Opportunities?

Operations Manual Discussion?



Kitchen Staff



Jail

Current Authorized Kitchen Staff:

- 1 Food Supervisor = \$83,410
- 3 Full Time Cooks* = \$196,271
- 1 BPAR Cook = \$23,961

Total Salaries and Benefits =
\$303,642

*1 FT Cook vacant since 11/05/14
During the vacancy the OT earned
was \$19,075.24

Juvenile Hall

Current Authorized Kitchen

Staff:

- 1 Full Time Cook = \$69,341
- 1 BPAR Cook = \$32,163

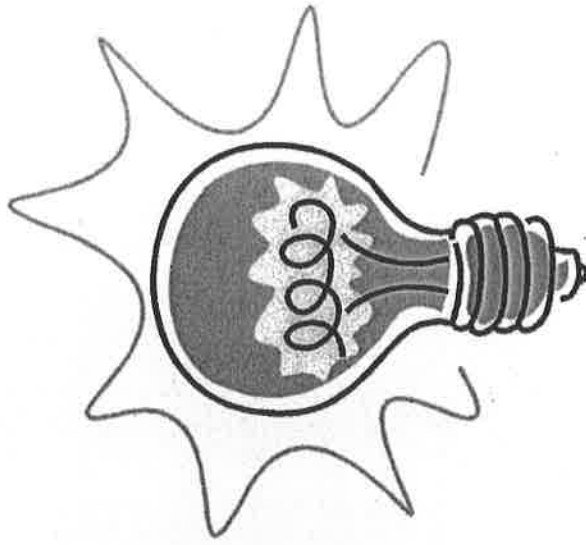
Total Salaries and Benefits =
\$101,504

Staff – Cost Savings Opportunities

\$117,000 - \$162,000

- Can the jail prepare an additional 27 meals per day for the Juvenile Hall? Yes!
 - With its current staffing configuration?
 - 1 Supervisor, 2 FT Cooks, and 1 BPAR Cook = \$242,634
 - Savings from deleting vacancy in the jail, and deleting juvenile hall (FT and BPAR) positions = \$162,512
 - Another Configuration?
 - 1 Supervisor, 3 FT Cooks = \$288,014
 - Delete 1 FT Cook (vacant), and all BPAR positions = \$117,132

Staffing Discussion?



Other Saving Opportunities

- Can other changes be made to start saving money in the kitchen?
 - Portion sizes –
 - Are leftovers being thrown away?
 - Is money being wasted on any of this?
- Bulk Purchasing???
 - Could the Jail and Senior Centers work together to start buying product in bulk and save money?
 - Currently Administration and the Auditor-Controller is working with a local vendor
- What are other jails doing to save \$\$\$
- Food Division for all meal programs

Review of Possible Savings

- Meals
 - 1 Hot, 2 cold – estimated savings ~ \$15,500-\$25,000
 - Frozen/Brown Bag Extras – estimated savings ~ \$30,750
- Operations Manual
 - Restrict Meals - estimated savings ~ \$27,500
 - Pay for Meals – estimated savings ~ \$0
- Staffing
 - 1 Supervisor, 2 FT Cooks, 1 BPAR – savings \$162,512
 - 1 Supervisor, 3 FT Cooks – savings \$117,132

Board Discussion/Direction

GRAND JURY PROCEEDINGS

Title 4

Flood Control Dist. (App. 1941) 42 Cal.App.2d 622, 109 P.2d 992. Levees And Flood Control § 11

Where a grand jury and the county board of supervisors ratified a suit brought by the district attorney against a county treasurer and his

sureties to recover money fraudulently converted, the fact that such suit was instituted without authority of such board or any other official was not ground for dismissal thereof. People v. Madden (1901) 133 Cal. 347, 65 P. 741. Counties § 101(5)

§ 933. Findings and recommendations; copies of final report; comment of governing bodies, elective officers, or agency heads; definition

(a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report.

(b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the clerk of the court and remain on file in the office of the clerk. The clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity.

(c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years.

(d) As used in this section "agency" includes a department.

(Added by Stats.1961, c. 1284, p. 3064, § 1. Amended by Stats.1963, c. 674, p. 1678, § 1; Stats.1974, c. 393, p. 977, § 6; Stats.1974, c. 1396, p. 3054, § 3; Stats.1977, c. 107, p. 539, § 6; Stats.1977, c. 187, p. 709, § 1; Stats.1980, c. 543, p. 1499, § 1; Stats.1981, c. 203, p. 1126, § 1; Stats.1982, c. 1408, p. 5365, § 5; Stats.1985, c. 221,

continues in effect for that long its repeal by this act. In this act is intended to which official reporter reporting may be used in

by Stats.1957, c. 1784, grand jury from making andation except on basis was repealed by Stats. § 1. See Penal Code

and in 1872, amended by § 11, derived from former § 221, as amended by requiring that the presiding judge of the court and filed with the clerk by Stats.1905, c. 531,

§ 929, added by Stats.

L. 3d Intro. to Crim. Powers and Duties.

Application expenses incurred in tax money paid by flood element of claim against covered from district on taxpayers' suits were rily or for lack of proso evidence that any one in together contributed ate recovery which was instituted by the district 29 (repealed; see, now, n v. Los Angeles County

§ 933.05. Responses to findings

(a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

(c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer,

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that the grand jury judge of the superior findings and recom- county government to a grant of review- People v. Superior untly (1975) 119 Cal. 31 P.2d 761. Grand

not have the author- rt on the fiscal and of the executive offi- 76 Op.Atty.Gen. 70,

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agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

(Added by Stats.1996, c. 1170 (S.B.1457), § 1. Amended by Stats.1997, c. 443 (A.B. 829), § 5.)

Historical and Statutory Notes

Stats.1997, c. 443 (A.B.829), in subds. (a) and (b), in the introductory paragraphs, substituted "(b)" for "(c)"; in subd. (b)(3), substituted "head" for "director"; in subd. (c), inserted "agency or" throughout; inserted subd. (e), relating to investigations and meetings with the grand jury; and, in subd. (f), substituted "presiding" for "supervising".

Cross References

"Grand jury" defined, see Penal Code § 888.
Words and phrases, "county", see Penal Code § 691.

Research References

Encyclopedias

Recommendations and Reporting, Cal. Jur. 3d Criminal Law: Pretrial Proceedings § 601.
Responses to Findings, Cal. Jur. 3d Criminal Law: Pretrial Proceedings § 602.

Treatises and Practice Aids

4 Witkin Cal. Crim. L. 3d Intro. to Crim. Proc. § 40, (S 40) Reports.

§ 933.06. Vacancies on grand jury; report submitted by unanimous vote of remaining jurors; conditions

(a) Notwithstanding Sections 916 and 940, in a county having a population of 20,000 or less, a final report may be adopted and submitted pursuant to Section 933 with the concurrence of at least 10 grand jurors if all of the following conditions are met:

(1) The grand jury consisting of 19 persons has been impaneled pursuant to law, and the membership is reduced from 19 to fewer than 12.

(2) The vacancies have not been filled pursuant to Section 908.1 within 30 days from the time that the clerk of the superior court is given written notice that the vacancy has occurred.

(3) A final report has not been submitted by the grand jury pursuant to Section 933.

(b) Notwithstanding Section 933, no responsible officers, agencies, or departments shall be required to comment on a final report submitted pursuant to this section.

(Added by Stats.1994, c. 1085 (S.B.1465), § 1. Amended by Stats.2001, c. 854 (S.B. 205), § 40.)

Historical and Statutory Notes

Stats.2001, c. 854 (S.B.205) made technical revisions and nonsubstantive changes to maintain the Code.

Cross References

"Grand jury" defined, see Penal Code § 888.
Words and phrases, "county", see Penal Code § 691.

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