

**MINUTES OF THE**  
**SANTA FE COUNTY**  
**CORRECTIONS ADVISORY COMMITTEE**

**March 13, 2014**

**Santa Fe, New Mexico**

The meeting of the Santa Fe County Corrections Advisory Committee was called to order by Chair Frank Susman, at approximately 3:07 p.m. on the above-cited date at the Youth Development Center, 4250 Airport Road, Santa Fe, New Mexico.

Roll call indicated the presence of a quorum with the following individuals present:

**Members Present:**

Frank Susman (Chair), Legal Community  
Michelle George, Juvenile Justice  
Mary Ellen Gonzales, Restorative Justice  
Capt. Dale Lettenberger, Law Enforcement - Investigative Bureau  
Maria Cristina Lopez, Immigrant Advocacy Community  
Maria Jose Rodriguez Cadiz, Mental Health Community  
Steven S. Spencer, Medical Community/Substance Abuse  
Judy Williams, Community at-large

**Member(s) Excused:**

Capt. Adan Mendoza, Law Enforcement  
[One vacancy]

**Staff Present:**

Mark Caldwell, Santa Fe County Deputy Warden  
Tila Rendon-Varela, Department Administrator, Public Safety Department  
Steve Shepherd, Financial Manager  
Renee Fernandez, Adult Facility Program Manager  
Lisa Leiding, Nurse Manager,

**Others Present:**

Dr. Laura Brown, Santa Fe Recovery Center



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

CORRECTIONS ADVISORY C  
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I Hereby Certify That This Instrument Was Filed for  
Record On The 24TH Day Of April, 2014 at 09:17:26 AM  
And Was Duly Recorded as Instrument # 1735269  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Geraldine Salazar  
Deputy County Clerk, Santa Fe, NM

## **I. Approval of Minutes**

The Chair requested that in the future suggested amendments to minutes be forwarded to him in a timely manner. Dr. Spencer pointed out requested changes to the February 13, 2014 minutes: That COCHS is spelled without an E and that the amount requested by COCHS was \$10,000, not \$15,000. With those corrections Member Gonzales moved approval and Ms. Williams seconded. The motion carried unanimously.

## **II. Resignation**

The Chair announced that Joanie Morales has resigned and the County Commission will appoint someone in her place. Ms. Morales suggested that her supervisor would be a possible replacement. Ms. Rendon-Varela noted that someone from the Public Defenders Office will have to appoint someone, who will then be approved by the BCC. Filling the vacancy of Vice-Chair will occur at the April meeting.

## **III. Report on "It Takes a Village" and Related Topics**

Captain Lettenberger said he had attended the last "Village" meeting. The group is looking at meeting on a quarterly basis and to meet monthly in subcommittees in the interim.

The Chair stated that he, Warden Gallegos and Director Sedillo went to a meeting with Christus St. Vincent (CVS) looking at issues of coordination between the hospital, law enforcement and the jail.

Captain Lettenberger noted there will be a task force on call to go to incidents involving mental health.

Ms. Gonzales asked what this committee could do to support the effort.

Ms. Rodriguez Cadiz mentioned she went to a presentation at the South Side Public Library on a model called "Mental Health First Aid." It is designed to help first responders. Trainings are free or at low cost. Cards were distributed with contact information. Captain Lettenberger said he was aware of the group and will coordinate trainings. Ms. Lopez asked if trainings could be provided to schools. Ms. Rodriguez Cadiz said they do work with schools and Ms. Gonzales said she would pass the information along. Ms. Suzanne Pearlman from CYFD is in charge of the program.

## **IV. Review of Additional Budget Documents [Exhibit 1: Budget Information]**

Mr. Steve Shepherd stated that he was handing out a basic summary of the finances of the Public Safety Department's Finances. It includes the Sheriff and Fire Department. He explained the various line items. The general fund currently contributes about \$14.4 million, but this is subject to change. GRT is expected to bring in around \$4.3 million. There is a reserve fund of around \$342,000. Additionally, bar charts he was providing showed revenue and expenditures.

Contractual services cover seven cost centers and include food, dental, medical, pharmaceutical, *etc.* The average cost per meal at the adult facility is around 90 cents and over \$1.00 at the youth facility. For comparison, Ms. Gonzales noted students in the schools are charged around \$2.50 and there is no profit involved. In response to a question from the Chair, Mr. Shepherd said the dietician is part of the food provider contract. Ms. Rendon-Varela said the food services contractor has been operating for the maximum four years and the contract will be going out to bid in August.

Mr. Shepherd reviewed the breakdown by program. He offered to provide information on any significant changes in revenue and expenditures. Ms. Leiding pointed out medical expenses went down due to aggressive management. The Chair inquired as to what she would do with additional funding and Ms. Leiding said she'd get more nurses to have more slack in the system.

Ms. Lopez asked what "inmate welfare" entailed. Mr. Shepherd said 11 percent of commissary profits go to items benefitting the inmate population as a whole, such as entertainment, recreation, educational classes open to all. The medical aspect of that line item covers things such as smoking cessation and opioid overdose prevention. Ms. Lopez asked about co-pays for medication. Mr. Shepherd said that goes under charges for services. Ms. Leiding said there is no charge for continuing chronic illness medication, such as insulin or antibiotics. Over the counter medication is up to the inmate. Prescriptions are charged at \$7.50 and there is a \$5.00 fee for medical visits, if the inmate can pay.

Dr. Spencer noted the following savings in medical expenditures: Costs dropped from \$24.77 in FY2012 to \$14.34 in FY2013, per day, per inmate; pharmaceutical costs dropped from \$1.99 to \$1.41; and offsite healthcare dropped from \$7.25 to \$4.37. Ms. Leiding said they work creatively with the community to lower costs.

Ms. Williams asked to see a breakdown of the medical department expenses. Ms. Leiding said it is primarily broken down by staffing, off-site expenses, *etc.*

## **V. Co-Pays, Electronic Medical Records and Badges**

Ms. Leiding distributed a flow chart [*Exhibit 2*] explaining the work they are doing with pregnant, opioid addicted women. Efforts are made to keep them with their previous medical provider and get them mental health resources. Some of the women are sent to UNM and generally put on Subutex or Methadone. Referrals are made to outpatient Milagro in Albuquerque for care, since CSV cannot handle a large number of babies during withdrawal.

Ms. Leiding announced there will be a training on opioid overdose prevention and harm reduction techniques to be held March 19<sup>th</sup> [*Exhibit 3*]. Additionally, she distributed an assessment form for poly-abuse. [*Exhibit 4*]

There are currently three pregnant addicted women at the facility. After delivery the mothers are allowed three days with the baby and then CYFD places them, generally with family

members. She noted the new re-entry person is currently going through HR. This program will yield a lot of data.

The Chair inquired how this committee could help her efforts. Ms. Leiding stated they could help get the word out to the community that they care.

Ms. Williams stated she was at a meeting earlier in the day regarding the CSV community benefit program. The hospital is requiring potential grantees to demonstrate how they are coordinating with the jail. It gives about \$600,000 yearly in grants.

Regarding electronic records, Ms. Leiding said Quest Diagnostics Lab/Care 360 has the contract, since jail management companies have not been effective in this field. The goal is to be compatible with Medicare and Medicaid. She said she hoped the system would be running by next month, but certainly by the beginning of the next fiscal year. The lab and pharmacy are already up and running electronically.

Ms. Leiding said she participated in a webinar yesterday on suicide prevention. There is a high risk of suicide in middle-aged men. It's difficult to clarify the statistic between suicides and opioid overdose. Dr. Ayad, the jail psychologist, was in New Orleans before Katrina and helped set up the program there. She passed around the "Suicide badges" that are worn by jail personnel that show signs, what to do and include dispatch expediting codes.

Dr. Laura Brown introduced herself and stated she is participating in the LEAD program and works on the pregnancy/opioid addiction issue.

Ms. Leiding noted there have been no suicides or fatal overdoses in the past two years. She commended the warden for his efforts in the "daily war on drugs."

#### **VI. Review and Assessment of County's Community Reintegration Model and Review and Assessment of County's Policies Related to Families and Individuals Who Interact with Correctional Staff When Visiting the Facility**

Ms. Williams suggested reviewing the Committee's mandate from the Commission. She Chair noted that the jail doesn't have a reintegration model, *per se*. She further noted the paucity of resources in the community and hoped the new re-entry person will undertake this and perhaps attend the next meeting. She asked there be a structured discussion on the committee's role.

The Chair indicated that the Warden was unable to attend this meeting and discussion about policies related to family would have to be postponed until the April meeting.

Dr. Spencer stated he will be going to a COCHS meeting in April and they have five successful examples of reintegration programs, headed by a "champion." He said he would provide the Committee members with links. Ms. Williams asked that other potential models be brought in. She said it will be important to seek out funding sources, perhaps through grants.

**VII. Comments, Questions or Suggestions by Members as to Issues to be Addressed**

Ms. Gonzales said work is being done by the Juvenile Justice Board in coordination with the Santa Fe Public Schools, specifically the Transitional Education Program (TEP) for expelled students and potentially with those leaving the youth facility. The goal is to bring together providers such as counselors, tutors, behavioral health professionals, families and teachers. The program is new, comprising currently six students and it is hoped the students will “graduate” from TEP and get back into the educational system. The students are initially reluctant, but are treated with respect and they and their families get needed services. Bernalillo County has a similar program that has had good results.

Ms. George distributed a flyer for the March Against Child Abuse [Exhibit 5].

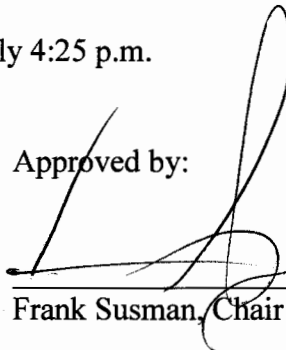
**VIII. Schedule Next Meeting**

The next meeting was scheduled for April 10, 2014 (subsequently rescheduled to April 17, 2014).

**IX. Adjournment**

This meeting was adjourned at approximately 4:25 p.m.

Approved by:



Frank Susman, Chair

Respectfully submitted by:

Debbie Doyle, Wordswork

**Santa Fe County Public Safety Department  
FY-2014 Summary Budget**

**Expenditures**

<b>Fund</b>	<b>Cost Center Name</b>	<b>FY-2014 Original Budget</b>
247	Operating Budget	21,641,332
247	Capital Outlay: Replacement	828,824
247	Derbt Service	2,248,115
<b>Public Safety Admin./Corrections Totals</b>		<b>24,718,271</b>

**Santa Fe County Public Safety Department  
FY-2014 Operating Budget**

**Revenues**

<b>Fund</b>	<b>Revenue Name</b>	<b>FY-2014 Original Budget</b>
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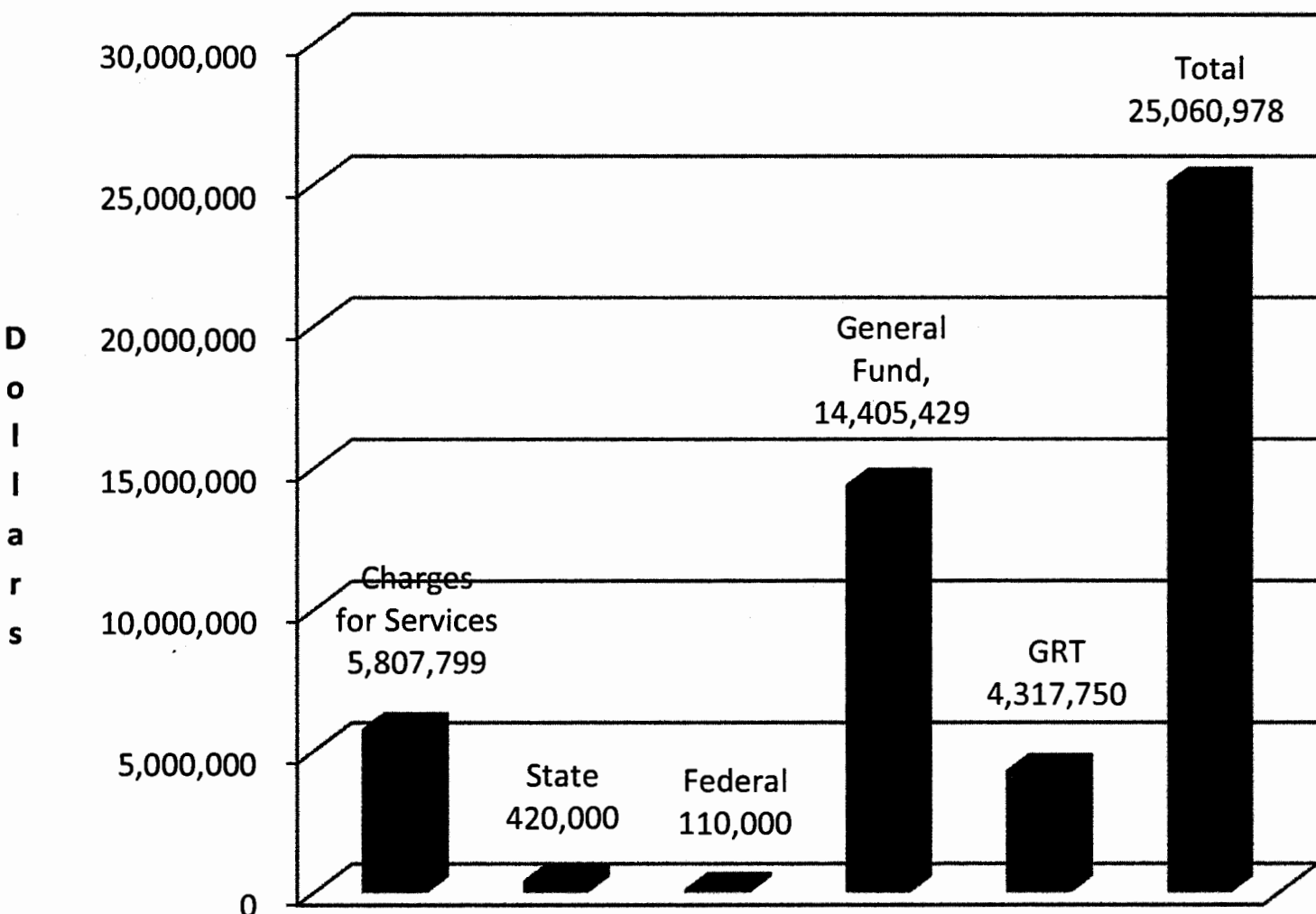
**Charges for Services/Misc.**

247	Charges for Services	5,807,799
247	State	420,000
247	Federal	110,000
247	General Fund	14,405,429
247	GRT	4,317,750
<b>Public Safety Admin./Corrections Totals</b>		<b>25,060,978</b>

**Revenue Reserve**

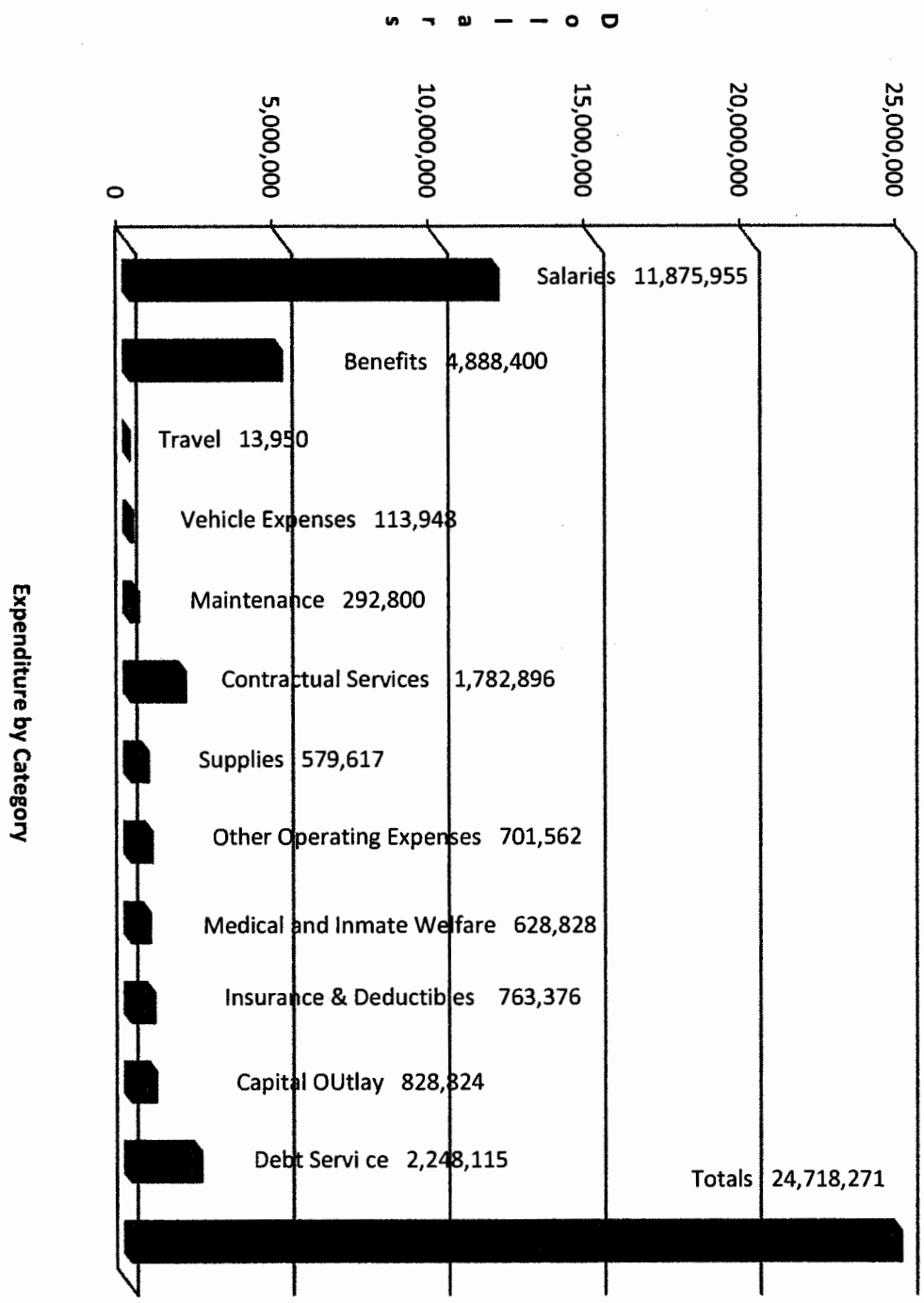
**342,707**

# FY14 Budgeted Corrections Revenue



Revenue Source

# FY14 Budgeted Corrections Expenditures

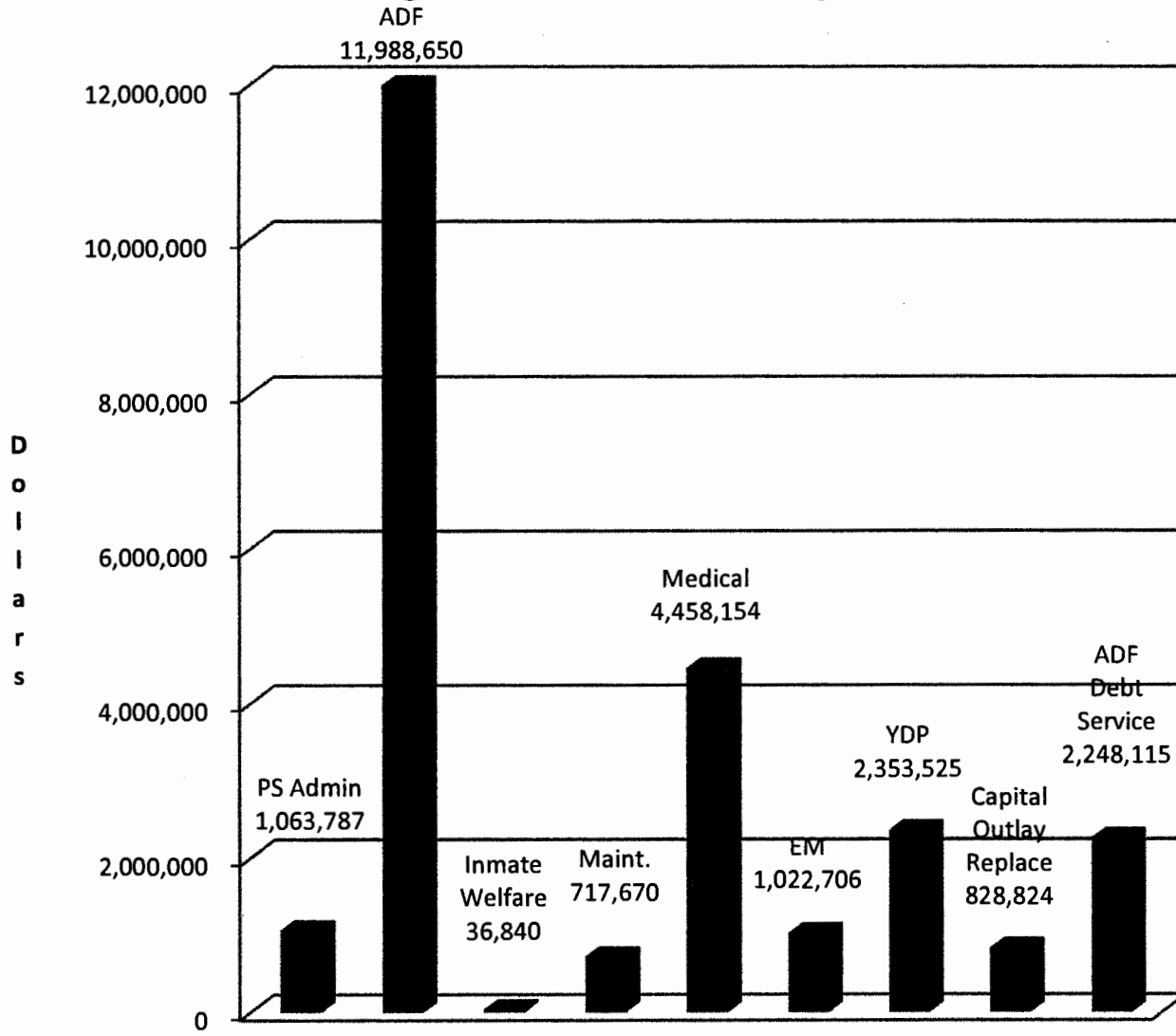


Expenditure by Category

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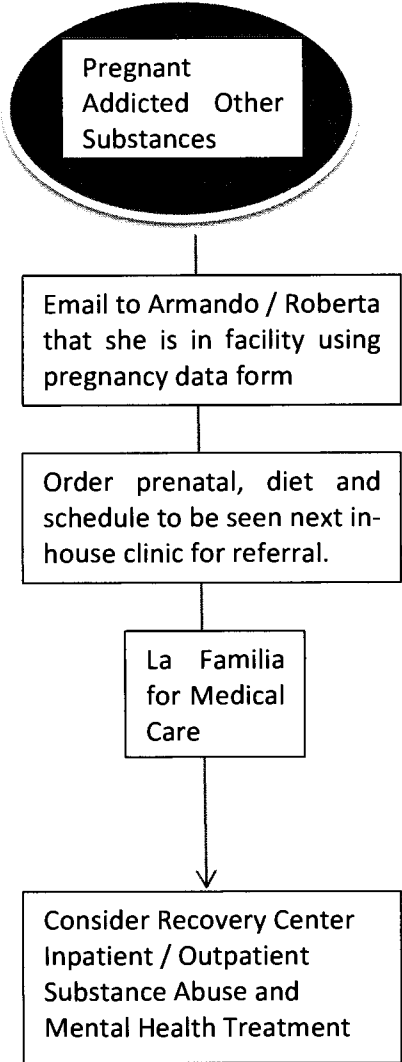
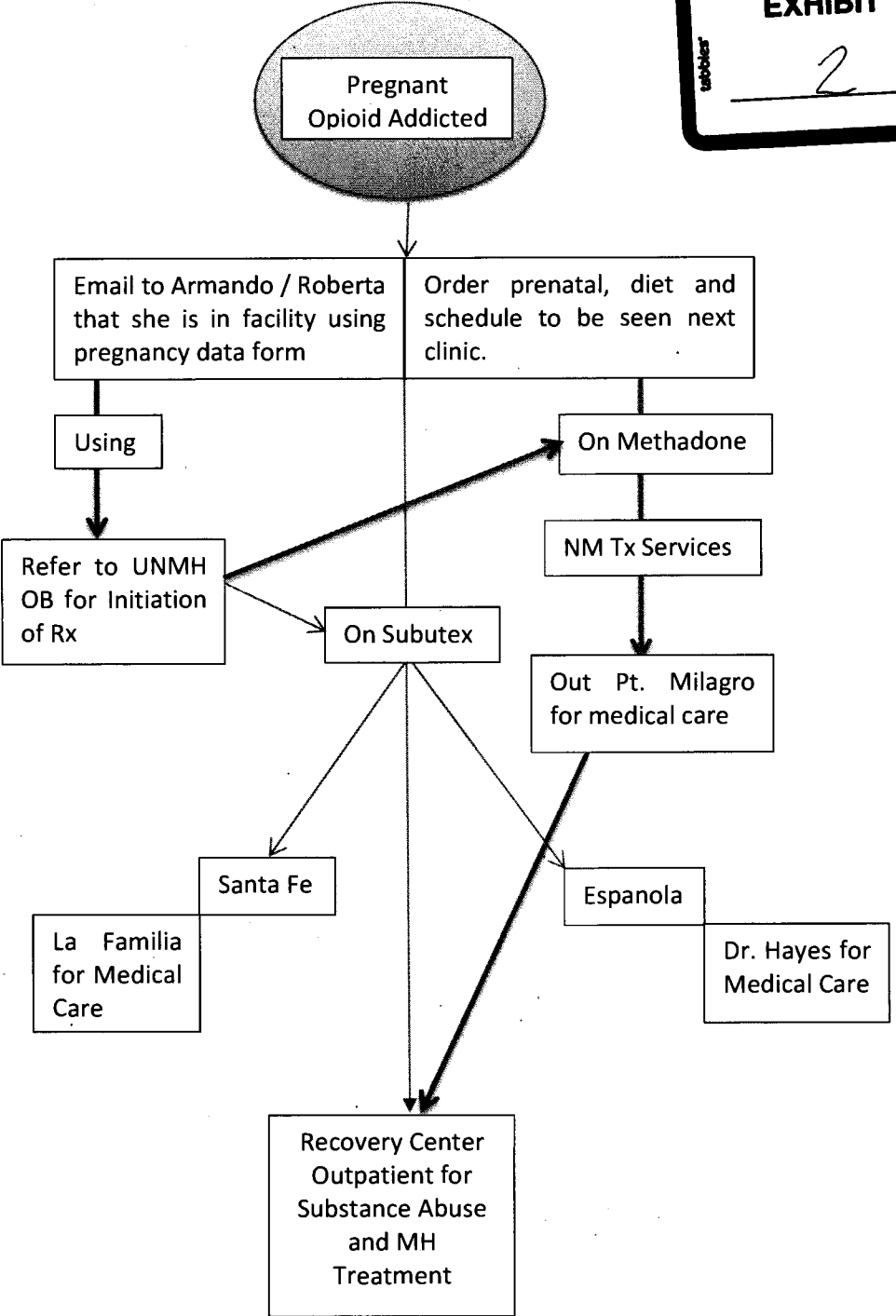
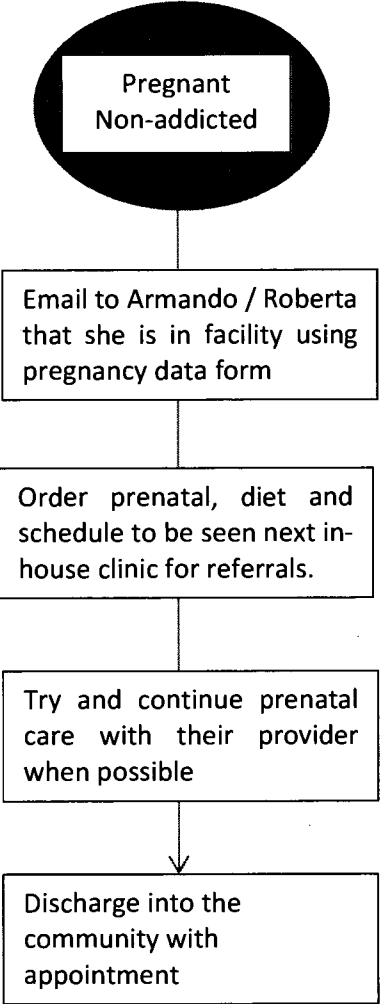


# FY14 Budgeted Corrections Expenditures



Expenditure by Cost Center

**EXHIBIT**  
2

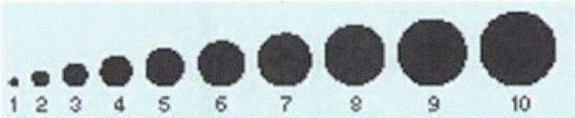
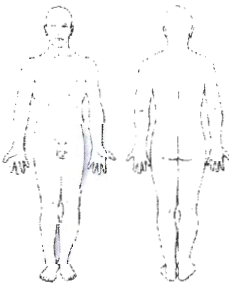


**OPIOID OVERDOSE PREVENTION  
TRAIN – THE – TRAINER  
PRESENTED BY:  
JEANNIE BLOCK, RN, MSN AND  
MELISSA HEINZ-BENNETT, MPH**



**MARCH 19, 2014  
08:00 AM  
ADULT DETENTION FACILITY  
TRAINING ROOM**

Santa Fe County Corrections  
Initial Poly-Substance Abuse Assessment

Level of Alertness	Awake	Drowsy	Awakes to Verbal / Pain	Combative	Confused			
Orientation	Person	Place	Time	Circumstances				
Odor of Intoxicants	Absent	Present						
Gait	Steady	Unsteady	<b>Needs Assistance</b> – consider pre-book refusal to ER	Uses crutches / wheelchair / cane etc...				
Jaundice	Absent	Present:						
Pupil Size 0.1 to 0.2 assess for Overdose								
<b>Opiate Overdose:</b>	Pupil Size:	RR:	Capillary refill:	Blue lips / Unarousable <b>Give Naloxone and Call EMS</b>				
Drug Screen: (circle Positives)	COC	AMP	THC	MTD	OPI BZD			
Urine Pregnancy Test Results:	Negative	<b>Positive</b>	If withdrawing from opiates follow protocol					
Date / Time of Last Drink	(If it has been 2 hours and less than 4 hours also complete the CIWA-Ar; on reverse side)							
<b>Predictors of Severe Alcohol Withdrawal:</b>			<b>Signs of Trauma or Infection</b>					
<b>Current Disease</b> (cough, cold, wound, UTI)? (Homeless alcoholics are high risk for pneumonia – lung sounds are helpful assessments)								
<b>Tachycardia on Intake &gt; 120 bpm</b>						HR:		
<b>Autonomic Over-activity with a BAT &gt; 0.01</b>						BAT:		
Tremor						None Mild Moderate Marked		
Type of Tremors						Rest Postural Kinetic Intention		
Location of Tremors						RUE LUE RLE LLE Head		
Reflex Assessment						1+ 2+ 3+ 4+		
Nausea / Vomiting / Dry Heaves / Heme +								
Sweating						0 1 2 3 4 Drenched		
Agitation						0 1 2 3 4		
<b>Seizure Disorder / Seizure with withdrawal?</b>			No	Yes	<b>When was last Seizure?</b>			
What is the drink of choice:	Beer	Wine	Hard Liquor	Mouthwash	Hair Spray	Rubbing Alcohol	Other	
What are their illegal substances of choice?	Crack / Cocaine		Heroin	Pot	Methamphetamines		Other	
Last Use:								
High Risk Prescription Use:	Gabapentin	Wellbutrin	Opioids	Benzodiazepines		Other:		
Last Use:								
Where are they getting the prescriptions?	Pharmacy		Clinic	Family Member	Friends	Off Streets		
<b>Treatment Plan</b>								
<b>Bolded Items above consider housing in medical or on close observation</b>								
House in Medical (Adult)				Consider Close observation (Juvenile)				
Last drink was between 2 and 4 hours ago – CIWA-Ar > 8 with risks for severe withdrawal								
CIWA-Ar > 10 initiate scheduled withdrawal protocol in Sapphire								
Patient is pregnant and at risk of opioid withdrawal								
Patient is reporting a history of illicit opioid use; or use of illicit prescription opioids								
COWS completed; copies of tests and intake screening; Medicaid application given; sent to UNMH								
Referral to Re-Entry Specialist for Medicaid / Insurance enrollment								
<b>Re-Assess at (time):</b> (for Alcohol / Benzodiazepine withdrawal / Opiate withdrawal)								
Referral for Opioid Overdose Prevention Training								

Nurse Signature: \_\_\_\_\_ Date / Time: \_\_\_\_\_

Inmate Name:	DOB:
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**Santa Fe County Corrections  
Poly Substance Withdrawal Assessments**

**Vital Signs:**

Temp (for homeless and to r/o infection)	HR:	RR:	O2 Sat:	BP:
				/

**Alcohol / Benzodiazepine Withdrawal Assessment:**

CIWA-Ar	0	1	2	3	4	5	6	7
Sweats:	None	Palms	Flushed or observable	Beads of Sweat on brows	Obvious sweats			Drenching
Tremors	None	Felt with light touch			Moderate			Marked Tremors
Sensorium:	None	Uncertain Date	< 2 calendar days	> 2 calendar days	Not to person or place			
Agitation:	Alert & Calm	Restless	Agitated	Very Agitated	Combative			
Anxiety:	None	Anxious			Moderate Anxiety / guarded			Acute panic states
Heart Rate:	< 89	90-94	95-99	100-104	105-109	110-114	115-119	> 120
Nausea / Vomiting:	None	Mild Nausea / No vomiting			Dry Heaves			Constant nausea. Dry Heaves and Vomiting
<b>CIWA-Ar / CIWA-B TOTAL SCORE:</b>								

**Opioid Withdrawal Assessment:**

	0	1	2	3	4
Heart Rate	< 80	81-100	101-119		> 120
Sweating	None	Palms	Flushed or observable	Beads of Sweat on brows	Obvious sweats
Agitation:	Alert & Calm	Restless	Agitated	Very Agitated	Combative
Anxiety:	None	Anxious	Irritable		Irritable / Anxious Interview is difficult
Pupil Size 0.1 to 0.2 assess for Overdose	Points: 0 = normal size for room light 1 = larger than normal for room light 2 = pupils moderately dilated 5 = pupils so dilated that only the rim of the iris is visible				
<b>Opiate Overdose:</b> (not part of withdrawal scale)	Pupil Size:	RR:	Capillary refill:	Blue lips / Unarousable <b>Give Naloxone and Call EMS</b>	
Runny Nose / Tearing	None	Nasal stuffiness / unusually moist eyes	Nose running or tearing		Nose constantly running or tears streaming down cheeks.
GI Upset	None	Stomach Cramps	Nausea / Loose Stools	Vomiting / Diarrhea	<b>5 points</b> – Multiple episodes of vomiting / diarrhea during interview
Tremors	None	Felt with light touch		Moderated	Marked Tremors
Yawning	None	Yawning once or twice during assessment	Yawning three or four times during assessment		Yawning several times per minute
Gooseflesh Skin	None	Piloerection of skin can be felt. Hair is standing up on arms.			<b>5 points</b> – Prominent piloerection.
<b>COWS TOTAL SCORE:</b>					

**Nurse Signature:** \_\_\_\_\_ **Date / Time:** \_\_\_\_\_

Inmate Name:	DOB:
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EDUCATE \* PROTECT \* PREVENT



# Santa Fe's

## 2<sup>nd</sup> Annual Million March Against Child Abuse

**End child abuse!**

**March with us**

April 5<sup>th</sup>, 2014

10:00 a.m. – 1:00 p.m.

We will start the march from in front of State  
Capitol to the Plaza.

**EVERY ONE IS WELCOME ~ kids too!!!**

**Please wear a Royal Blue t-shirt to represent child abuse awareness.**



FB PAGE – Millon March Against Child Abuse – Santa Fe, New Mexico

