

**THE BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY**

**RESOLUTION NO. 2012-\_\_\_\_\_**

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**A RESOLUTION ESTABLISHING THE  
SANTA FE COUNTY CORRECTIONS ADVISORY COMMITTEE**

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**WHEREAS**, The Board of Santa Fe County Commissioners (the BCC) has distinct statutory oversight of and responsibility for operation and management of the Santa Fe County adult and juvenile corrections facilities (the Facilities);

**WHEREAS**, the BCC had previously adopted Resolution No. 2007-103 creating a Corrections Advisory Committee, which was repealed by Resolution 2009-134 after Santa Fe County (the County) made crucial and exceptional progress complying with a United States Department of Justice mandate to correct and resolve deficiencies at the Santa Fe County Adult Correctional Facility (SFCACF);

**WHEREAS**, the SFCACF continues to receive random and required inspections by the Office of the United States Marshal Service to ensure compliance of all federal requirements to house United States Marshal detainees in the SFCACF;

**WHEREAS**, with shrinking budgets and growing jail populations, counties across the nation are facing tough decisions on how to control county criminal justice costs;

**WHEREAS**, incarceration and increases in the County's jail population comes at great cost to the County and the Community at Large;

**WHEREAS**, the BCC desires to establish a county corrections advisory committee to develop an objective criminal justice planning and evaluation methodology, with the committee's ultimate objective to recommend alternative options to the BCC for inclusion in future budget processes, and to provide guidance to the BCC in operating the adult and juvenile corrections facilities;

**WHEREAS**, the BCC would benefit from a fact-finding committee that would examine various issues as they relate to the impact of corrections on the community at large, understanding rights of the incarcerated, environmental conditions, access to health care, and programs and services for and reintegration of inmates and residents from the Facilities to the community at large;

**WHEREAS**, the BCC wishes to receive advice from a comprehensive cross section of the community regarding the operation of the Facilities;

**WHEREAS**, a corrections advisory committee could: take a leadership role in assuring that the community is involved in their efforts; create community-wide ownership in their endeavors; reach diverse groups in the community; include key communities of interest and grassroots community leaders; and gain the commitment of stakeholders and key constituent organizations for a long term, sustained effort of ensure the community's confidence and public trust in the County's corrections facilities;

**WHEREAS**, the County continues to work and collaborate with the New Mexico Association of Counties to achieve accredited status for the Santa Fe County correctional facility, which will ultimately make the SFCACF one of only two such accredited county correctional facilities in the state of New Mexico;

**WHEREAS**, the Santa Fe County Sheriff and the County's Public Safety Director and Warden are active participants in the working group referred to as the "brown bag group," currently meeting informally to ensure open communications between the judiciary and the staff of the Facilities

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Santa Fe County, as follows:

1. A Corrections Advisory Committee (the Committee) is hereby created by the Board of Santa Fe County Commissioners for the express purpose of providing factual information to the BCC regarding the Facilities.
2. The Committee shall be comprised of 9 voting members appointed by the Board of Santa Fe County Commissioners.
3. Five members of the Committee shall be appointed by the BCC for an initial term of two years and four shall be appointed for an initial term of three years. Thereafter members shall serve terms of two years. Members may be reappointed by the Board of County Commissioners to additional terms. There shall be no limitation on the number of consecutive terms that a member may serve. Members may be removed by the BCC with or without cause. In the event of a vacancy, the BCC shall appoint a member to serve out the remainder of the departing member's term.
4. Committee members shall annually elect a chair and vice-chair by majority vote of the quorum.
5. The Committee shall meet up to 6 meetings per year to carry out its work.
6. All matters coming before the Committee shall be resolved by majority vote of the quorum.
7. Members of the Committee shall be appointed from the following cross sections of the community:

- Mental Health Community (1)
  - Medical/Substance Abuse Treatment Community (1)
  - Public Defender's Office (1)
  - District Attorney's Office (1)
  - Legal Community (1)
  - Immigrant Advocacy Community (1)
  - Homeless Shelter Advocacy Community (1)
  - At Large Member who is an active participant in the group referred to as the brown bag group, currently meeting informally to ensure open communications between the judiciary and the staff of the Facilities (1)
  - At Large Representative (1)
8. The County Manager shall appoint a member of the County staff to serve as liaison to the Committee.
9. The scope of duties of the Committee shall include the following:
- a. Conduct bi-annual tours of the Facilities accompanied by the Public Safety Director, Warden(s), Deputy Warden and Major, and attend a comprehensive briefing from staff of the Facilities regarding the services provided at the Facilities and the purposes for those services so that the Committee has an understanding of how the Facilities operate;
  - b. Review and assess the County's community re-integration model and make recommendations to the County Public Safety Director, the Warden, the Administrator of the Juvenile Correctional Facility, and the County Manager;
  - c. Review and assess the County's policies and procedures as they relate to families and individuals who interact with County corrections, correctional staff and law enforcement when visiting the Facilities and make policy and procedural recommendations to the County Public Safety Director, the Warden, the Administrator of the Juvenile Correctional Facility, and the County Manager;
  - d. Make recommendations about how to assist members of the community impacted by the incarceration of a friend or family understand what to expect and how to obtain information from the Facilities;
  - e. Review internal audit reports provided periodically by the County's Director of Public Safety to better understand operation at the Facilities;
  - f. As needed, seek authorization from the BCC to undertake additional fact finding activities to assist the Board in determining how the Facilities are operating, which authorization shall be granted at the discretion of the BCC;

- g. Make recommendation to the BCC on matters or issues that come to the Committee's attention;
- h. Within six weeks of the creation of a vacancy on the Committee, the County Manager will advertise for a new member in the area of expertise lost and bring forward a recommendation to the BCC to fill the vacancy;
- i. Develop, publish and present a Santa Fe County Corrections Advisory Committee Annual report to be presented to the BCC each year in January. This report shall be assembled by the Committee's County liaison and printed by the County.

**PASSED, APPROVED, and ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2012.

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Liz Stefanics, Chair

**ATTEST:**

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Valerie Espinoza, Santa Fe County Clerk

**APPROVED AS TO FORM:**

  
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Stephen C. Ross, Santa Fe County Attorney