



## 9/6/23- Jail Programming Committee – Meeting Minutes

**Project:** Beltrami County Jail  
**Date:** 9/6/23  
**Meeting Location:** County Commission Work Room  
**Start Time:** 12:30 PM

**MEETING ATTENDEES:** \* (Indicates attended remotely via conference call)

<b>Present</b>	<b>Name</b>	<b>Company</b>
	Joe Gould	Beltrami County
X	Anthony Derby	Beltrami County
X	Edward Busta	Beltrami County
	Jeffrey Lind	Beltrami County
*	David Hanson	Beltrami County
X	Calandra Allen	Beltrami County
X	Trish Hansen	DOC
	Gino Anselmo	MCF – Togo
X	Wendy Spry	DOC Tribal Liaison
	Jerry Loud	Red Lake Nation
	Jennifer Nelson	Public Defender
X	Duane Erickson	Citizen
	Amy Lindahl	Citizen
X	Jennifer Greenleaf	Citizen
	Ashlea McMartin	Sanford Health
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
	Scott Fettig	Klein McCarthy Architects
*	Danielle Reid	Klein McCarthy Architects
	Chris Thoma	Elk Creek Consulting

### 1. Progress Updates

- A. Ben M updated the committee on progress that has occurred in the past months since this committee last met.
- B. The County Commission has approved putting the financing of the Jail through a local option sales tax to a vote, which will take place on November 7<sup>th</sup>.
- C. The property to locate the jail is being donated by Crown Properties and Ben M is currently working on due diligence on that property to check for environmental, archaeological, or other soil issues before the County accepts the donation.

### 2. Design

- A. Klein McCarthy Architects has completed their pre-design work. This is the first of multiple phases of the design and the only portion that the County has currently contracted for them to complete.

- B. Ben M explained to the committee that the space was budgeted to be 96,800 SF based on 400 SF/Bed. The initial space plans were substantially over this figure and different strategies needed to be implemented to reduce SF and get within the necessary square footage. These included:
  - i. Moving showers into cells
  - ii. Double Bunking cells
  - iii. Sharing janitor closets
  - iv. Stacking cells to create second level or tiered dayrooms
  - v. Combining or eliminating some spaces
- C. Danielle R presented the site plan with the proposed building placed on the Crown Property.
- D. The floor plan diagram was also presented by Danielle R with comments provided by Calandra A and Ben M. The adjacencies and flow through the building were noted. Spaces specifically addressing mental health, medical, educational, contact and non-contact visitation and recreational needs were highlighted as being included in the design.
- E. Calandra A noted that staffing for this floor plan is much more efficient than the current facility and that they should be able to operate this facility with the same number of staff as the much smaller existing jail.

### **3. Programming Committee Comments**

- A. Wendy S expressed concerns that there has been requests from tribal members that there should be outdoor space with a sweat lodge as a high priority and this is not included in the design. Calandra A noted that there would need to be additional staffing to utilize outdoor space and that it would likely only be usable for less than half of the year. Some committee members noted that they would rather have outdoor recreation over some of the classrooms shown.
- B. Ben M commented that the sweat lodge would also require some analysis of building code items and/or placement at a distance from the building. Outdoor space may be able to be added later but is not shown now on information to be presented to the public for the vote as there should not be things shown or implied that funding cannot currently support.
- C. Jennifer G inquired if there was a lactation room and availability to store milk. Calandra A noted that both would be available.
- D. Jennifer G also noted that natural light is very important to have in the building and asked what is being planned. Danielle R noted that there would be skylights in each of the housing pods and in the recreation area.
- E. Comments were made that having areas to expand in the future for detox or a substance abuse facility would be wise to plan for. Plans currently allow for space for a future housing area and this could be an option.

#### 4. Next Steps

- A. CEI is currently working on pricing the plans as presented. These will be brought to the Finance and Steering Committees for their review.
- B. Comments from today's meeting will be brought to the Steering Committee for discussion.
- C. Next design phases need to be approved by the County Commission.
- D. Sales Tax Vote on 11/7
- E. Completion of due diligence on the Crown Property.

**Next Jail Programming Committee Meeting – Next Meeting is TBD.**

Attachment(s): Site Plan, Floor plan