

**PROCEEDINGS OF THE COCHISE COUNTY JAIL DISTRICT BOARD OF DIRECTORS
MEETING HELD ON
TUESDAY, MAY 20, 2025**

A meeting of the Cochise County Jail District Board of Directors was held on Tuesday, May 20, 2025 at 12:30 p.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Frank Antenori, Chairman; Tom Crosby, Vice-Chairman; Kathleen L. Gomez, Supervisor

Staff Present: Sharon Gilman, Interim County Administrator
Lara Loewenheim, Clerk of the Board

Attendees: Kenneth Bradshaw, Commander
Christy Heisner, Lieutenant
Stacy Fenhaus, Budget Manager

Chairman Antenori called the meeting to order at 12:32 p.m.

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of Jail District Funding Requests, Expenses and Revenue Projections for Fiscal Year 2025-2026.

Ms. Gilman presented this item using a PowerPoint presentation. She noted that decisions related to the jail district election could affect the general fund going forward. She presented a slide outlining maintenance of effort, total revenue including funds from housing Department of Corrections inmates and other sources, and total expenses. Ms. Gilman highlighted a \$667,000 shortfall after accounting for the statutorily required \$6.7 million transfer and additional funding requests.

Ms. Gilman explained that \$588,000 tied to a Sierra Vista facility swap could be reallocated, and recommended shifting the jail project manager's wages to the new jail budget for accuracy. She stated the jail district still faces a \$667,000 shortfall, with new funding requests including medical staffing, operational increases, and a cost-saving part-time detention officer program.

The Board and staff discussed a proposed salary adjustment of nearly \$214,000 for all jail district employees, including detention officers, admin, and medical staff, separate from the standard market or a 3% Cost of Living Adjustment (COLA) increase. Ms. Gilman noted this adjustment would exceed the typical annual raise and apply to approximately 96 employees, with clarification requested on pay differences between jail medical staff and public health nurses.

Commander Bradshaw stated that the \$12,000 in question comes from the inmate

welfare fund. He explained the decline is due to Federal Communications Commission (FCC) regulation changes that no longer allow commissions on inmate phone calls and video visits.

The Board and staff discussed two funding options to cover the \$667,242 shortfall: increasing the general fund transfer or using funds from the half-cent tax. Staff requested Board guidance on which option to pursue.

The Board and staff discussed the Sierra Vista facility swap, where the juvenile detention center, with 42 beds, would be used to house specialty populations, including juveniles charged as adults and individuals in protective custody. Commander Bradshaw clarified that the swap would help alleviate pressure at the main jail, allowing for better separation of these populations, and the request included adding 8 detention officers to manage the facility. Commander Bradshaw stated the existing Sierra Vista substation only has 19 beds, which limits its capacity for diverse inmate populations, making the swap necessary.

The Board and staff discussed how to fund the \$1.2 million needed for the Sierra Vista facility swap, including staffing costs like salaries for detention officers and nurses. The Board noted there are two options: using the general fund or the jail district tax revenue. The Board raised concerns about the risk of overspending the general fund's contingency. The Board noted that if the tax doesn't pass, the County would need to cover the costs, and this would result in significant recurring expenses each year.

Ms. Gilman suggested a conservative approach by reversing the facility swap for this year. She acknowledged the operational benefits of the swap for the sheriff's office, especially in terms of inmate separation, but expressed concerns about the financial burden for this year. She preferred to reassess the situation in the future rather than commit to hiring staff and then potentially needing to make changes later.

The Board and staff discussed the operation and maintenance budget, which includes salaries for detention officers and admin staff, vendor contracts for food service, supplies, and fleet maintenance. Ms. Gilman stated the jail district is requesting additional funding for medical services and part-time detention officers, with a \$40,000 increase aimed at reducing overtime and burnout. The Board suggested a follow-up work session to further review the budget.

Chairman Antenori adjourned the meeting at 1:30 p.m.

APPROVED:

Frank Antenori, Chairman

ATTEST:

Lara Loewenheim, Clerk of the Board