

Justice Center Oversight Committee

John H. Mulroy Civic Center
11th Floor East
421 Montgomery Street
Syracuse, NY 13202
(315) 435-3565

2023 Justice Center Oversight Committee Meeting Dates

Date	Location	Notes
January 4	In-person	
February 1	In-person	
March 1	In-person	
April 5	*Meeting cancelled*	*Meeting cancelled*
May 3	In-person	
June 7	*Meeting cancelled*	*Meeting cancelled*
July - No Meeting	No meeting in July	No meeting in July
August 2	In-person	
September 6	In-person	
October 4	*Meeting cancelled*	*Meeting cancelled*
November 1	In-person	
December 6	In-person	



County of Onondaga
Office of Diversity and Inclusion

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www.ongov.net

J. Ryan McMahon, II
County Executive

Monica Williams
Chief Diversity Officer

Minutes from the January 4, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Jeff Marier (Vice Chair), JoAnne Spoto Decker, John Falge, Tricia Wittkowski, Cassandra J. Ingram

Absent: Marissa Mims (Chair)

Community members present: County Legislature Peggy Chase, Director of Community Relations for OCSO Tom Newton

County staff present: JCOC Administrator Montanette Murphy, Onondaga County Chief Diversity Officer Monica Williams, and Human Rights Specialist Johanna Sellers

- 1) Opening:** Meeting began at 5:52 p.m.
- 2) Welcomes/introductions:** JCOC members introduce themselves.
County staff introduces themselves and their roles. Dir. Of Comm. Relations Tom Newton introduces himself and his role at the OCSO.
- 3) Agenda:** Motion to approve October, November, & January agenda.
Approved 5-0.
- 4) Minutes:** Motion to approve September, October, & November minutes. Approved 5-0.
- 5) Introductions and roles of present members, county staff, and community members.**
- 6) Chair's report:** None.
- 7) Administrator's report:** New JCOC member is coming on board.
Her name is Nicole Godfrey She is a Nurse Practitioner. The JCOC has 2 open seats remaining.

8) Human Rights Specialist report:

Population Count:

Total = 391
Males = 360
Females = 31
COVID cases = 1

Intake calls from 10/4/2022-11/1/2022:

Total (about) = 45

Grievances – 1
Attorney/Legal – 8
Medical – 4
Conditions – 14
Deputies – 4
Follow-ups – 8
Religious Accom/Food - 1
Unspec/Inquiry/Other – 3
Arrest/SPD - 2

Discussion:

- Should JCOC meetings happen quarterly instead of every month?

9) Entered Executive Session at 6:29 p.m. Approved 5-0:

Session is to review and discuss sensitive medical info of Justice Center detainees as it relates to forthcoming recommendations to the County Sheriff and Legislature.

10) Motion to adjourn meeting: Approved 5-0.

11) Meeting ended at 6:58 p.m.

Minutes submitted by Human Rights Specialist Johanna Sellers on January 4, 2023.



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Minutes from February 1, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Marissa Mims (Chair), JoAnne Spoto Decker, Tricia Wittkowski, Cassandra J. Ingram, Nicole Godfrey

Absent: Jeff Marier (Vice Chair), John Falge

Community members present: County Legislature Peggy Chase, Director of Community Relations for OCSO Tom Newton

County staff present: JCOC Administrator Montanette Murphy, Onondaga County Chief Diversity Officer Monica Williams, and Human Rights Specialist Johanna Sellers

- 1) Opening:** Meeting began at 5:40 p.m.
- 2) Welcomes/introductions:** Human Rights Specialist Johanna Sellers welcomes the committee members, county staff, and members from the public.
- 3) Agenda:** Motion to approve February agenda. Approved 5-0.
- 4) Minutes:** Motion to approve January minutes. Approved 5-0.
- 5) Chair's report:** Chairperson Marissa Mims addresses the room and says hello to everyone. Chair person Marissa Mims reviews new medical company's progress since beginning at the JC on 1/1/2023.
- 6) Administrator's report:** JCOC Administrator Montanette Murphy welcomes Nicole Godfrey to the JCOC. She is a Nurse Practitioner. The JCOC has 2 open seats remaining.

7) Human Rights Specialist report:

Population Count:

Total = 400
Males = 365
Females = 35
COVID cases = 3

Intake calls from 1/4/2023-1/31/2023:

Total (about) = 60

Grievances – 1
Attorney/Legal – 4
Medical – 8
Conditions – 8
Deputies – 6
Follow-ups – 19
Bail - 2
Unspec/Inquiry/Other –7
Property- 2
Discipline - 3

- We continue to receive calls about the jail being cold.
- There were no questions in regards to the 4C petition.
- Review of the new medical process/policy from Wellpath.

8) Discussion:

- There are 2 HIPPA forms required for releasement of medical records. Wellpath uses their own form and the OCSO uses the NYS standard HIPPA form. This will be investigated further.
- The JCOC would like to know why the medical process has changed.
- The JCOC would like to meet with Wellpath and the OCSO to understand Wellpath's policies and procedures.

9) No executive session.

11) Meeting ended at 6:52 p.m.



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Minutes submitted by Human Rights Specialist Johanna Sellers on February 1, 2023.



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Minutes from March 1, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Marissa Mims (Chair), John Falge, Nicole Godfrey

Absent: Jeff Marier (Vice Chair), JoAnne Spoto Decker, Cassandra J. Ingram, Tricia Wittkowski

Community members present: Joe Gregory

County staff present: JCOC Administrator Montanette Murphy, Onondaga County Chief Diversity Officer Monica Williams, and Human Rights Specialist Johanna Sellers

- 1) Opening:** Meeting began at 5:45 p.m.
- 2) Welcomes/introductions:** Chairperson Marissa Mims welcomes the committee members, county staff, and members from the public.
- 3) Agenda:** No March approval. No quorum.
- 4) Minutes:** No February approval. No quorum
- 5) Chair's report:** None.
- 6) Administrator's report:** Update on Paul Watkins.
- 7) Human Rights Specialist report:**

Population Count:

Total = 394
Males = 365
Females = 29
COVID cases = 0

Intake calls from 2/1/2023-2/28/2023:

Total (about) = 60

Grievances – 1
Attorney/Legal – 4
Medical – 6
Conditions – 6
Deputies – 4
Follow-ups – 10
SPD - 1
Inquiry/Other – 2
Force - 4

- Review/follow-up on medical questions/concerns.

8) Discussion:

- Review of the HIPPA forms
- Discussion of the jails merging

9) No executive session.

11) Meeting ended at 6:39 p.m.

Minutes submitted by Human Rights Specialist Johanna Sellers on March 1, 2023.



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Minutes from May 3, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Marissa Mims (Chair), Jeff Marier (Vice Chair), John Falge, Nicole Godfrey, Cassandra J. Ingram

Absent: JoAnne Spoto Decker, Tricia Wittkowski

Community members present: None.

County staff present: JCOC Administrator Montanette Murphy, Onondaga County Chief Diversity Officer Monica Williams, and Human Rights Specialist Johanna Sellers

- 1) Opening:** Meeting began at 5:35 p.m.
- 2) Welcomes/introductions:** Chairperson Marissa Mims welcomes the committee members and county staff.
- 3) Agenda:** Motion to approve March and May agendas. Approved 5-0.
- 4) Minutes:** Motion to approve February and March minutes. Approved 5-0.
- 5) Chair's report:** Discuss JCOC meeting bimonthly instead of every month.
- 6) Administrator's report:** Discuss meeting with Wellpath and OCSO.
- 7) Human Rights Specialist report:**

Population Count:

Total = 408
Males = 375
Females = 33
COVID cases = 0

Intake calls from 4/5/2023-5/2/2023:

Total (about) = 53

Attorney/Legal – 4

PREA - 2

Medical – 6

Property - 2

Conditions – 4

Deputies/Staff harassment – 2

Follow-ups – 11

Force - 3

Inquiry/Other – 10

ADA – 1

Unspecified – 2

Food Accommodations - 1

Discipline - 3

- Review/follow-up on medical questions/concerns.
- Follow up on current jail conditions

8) Discussion:

Meeting with Wellpath and the OCSO.

1) Entered Executive Session at 6:11 p.m. Approved 5-0:

Session is to review and discuss sensitive medical info of Justice Center detainees as it relates to forthcoming recommendations to the County Sheriff and Legislature.

11) Meeting ended at 6:23 p.m.

Minutes submitted by Human Rights Specialist Johanna Sellers on May 3, 2023.



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****DRAFT: Pending Approval****

Minutes from the August 2, 2023

Onondaga County Justice Center Oversight Committee Meeting

Present: Cassandra Ingram, Tricia Wittkowski, JoAnne Spoto Decker

Absent: Marissa Mims, Jeff Marier, John Falge, Nicole Godfrey

Community Members Present: None

County Staff present: Chief Diversity Officer Monica Williams; JCOC Administrator Montanette Murphy

Opening: Began meeting at 5:40

Welcomes/Introductions: No community members were present

Agenda: Did not have a quorum to approve the August agenda

Minutes: There were no minutes to approve. All minutes are approved and up to date

Chair's Report: None

Administrator's Report:

*Montanette gave an update on HRS Johanna Sellers' resignation & search for new HRS.

*Covid – Zero Covid cases as of August 1st ; Population– 423 detainees, 39 females.

Discussion:

Committee members discussed some of the medical complaints from the detainees, which include verifying the medicines and prescriptions for the men; the number of days by which a nurse should respond to medical sick call slips, ensuring that detainees get their meds on time and that a reasonable response time to pain management is adhered to; pay schedule for the correctional nurses; detainee who was moved from 5C to 5A because of "Frostbite"; timely mental health attention for detainees and also determining if detainees are receiving a proper psychological intake assessment in Booking; Committee wants to know if there is a dietician at the jail and also question the staffing in the kitchen at the jail. The jail's food vendor is Trinity. Committee member Wittkowski commented that the administering of certain meds, specifically nonformulary meds, have been stopped at the state prisons.

Meeting ended at 7 p.m.

Minutes submitted by Montanette Murphy on August 3, 2023



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****DRAFT: Pending Approval****

Minutes from Sept. 6, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Marissa Mims (Chair), Cassandra Ingram, Nicole Godfrey, JoAnne Spoto- Decker.

Absent: Jeff Marier (Vice Chair), John Falge, Tricia Wittkowski

Community present: Deanna Stevens, Paula Adams, and Mary Kuhn.

County staff present: JCOC Administrator Montanette Murphy, Onondaga County Chief Diversity Officer Monica Williams

- 1) **Opening:** Meeting began at 5:40 p.m.
- 2) **Welcomes/introductions:** Chairperson Marissa Mims welcomes community members and staff.
- 3) **Chair's report:** Marissa Mims
- 4) **Administrator's report:** Update on the search for a Human Rights Specialist; Population: 439. Of that total, 40 are women. Covid cases: 0
- 5) **Discussion:** Montanette discussed Montanette and Monica's meeting with Dr. Fulgher and Dr. Buck and Lt. Woods. Committee would still like to set up a date and time to meet with OSCO officials and WellPath.

Montanette discussed a food accommodation matter concerning a detainee and how that particular complaint will come before the JCOC. Also answered the question about the detainee who was accused of having "frostbite" during the summer months. The custodial deputy in the infirmary misspoke about a detainee having frostbite. The detainee had gangrene.

- 6) **Community members spoke:** Marissa gave the community members the opportunity to speak. Ms. Stevens and Ms. Adams addressed the committee to express her concerns about the safety of the men and women housed at the Justice Center. Onondaga County Legislator Mary Kuhn announced that the League of Women voters would be conducting a voter registration drive at the jail in the coming months.

- 7) **Meeting ended at 6:20 p.m.**

Minutes submitted by Montanette Murphy on Sept. 7, 2023.

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****DRAFT: Pending Approval****

Minutes from Dec. 6, 2023
Meeting of the Justice Center Oversight Committee

Committee members present: Marissa Mims (Chair), JoAnne Spoto- Decker, Tricia Wittkowski, John Falge.

Absent: Jeff Marier (Vice Chair), Nicole Stroud Godfrey, Cassandra Jones-Ingram

Community present: County Legislator Peggy Chase

County staff present: JCOC Administrator Montanette Murphy – Meeting via Zoom

Opening: Meeting began at 5:36 p.m.

1. **Welcomes/introductions:** Chairperson Marissa Mims welcomes community member and staff.
2. **Chair's report:** No report.
3. **Administrator's report:** Update on the search for a Human Rights Specialist; Population: 455 of that number 49 females. Covid/Flu cases: 0

Discussion:

Did not approve December agenda and did not approve November meeting minutes

Chair's report - N/A

Administrator's report

1. Update on HRS
2. More JCOC members needed to join committee
3. Discussed the terms of each member
4. Meeting dates for 2024
5. Jail visits for JCOC members

More Discussion: Discussed detainees' complaints about the medical care at the Jail which is administered by vendor Wellpath. Marissa asked Montanette to send data and complaints that JCOC members want to include in forthcoming recommendations and other correspondences. The JCOC also wants to look at or suggest other medical vendor options at the jail.

Meeting ended at 6:10 p.m.

Minutes submitted by Montanette Murphy on December 7, 2023.