



## Tennessee Inmate Disciplinary Oversight Board

### DATE & TIME

July 10, 2024

11:00CT: Meeting starts

### LOCATION

TENNESSEE TOWER

Nashville Room

312 Rosa Parks Ave.

Nashville, TN 37203

Livestream: Microsoft Teams Meeting ID: 235 291 588 616 Passcode: HzHjJF

Dial-in by phone: [+1 629-209-4396](tel:+16292094396), [611393668#](tel:+1611393668) Phone conference ID: 611 393 668#

Join on a video conferencing device: Tenant key: [stateoftn@m.webex.com](mailto:stateoftn@m.webex.com) Video ID: 119 920 017 2

### CONVENED BY

Vanessa Murtaugh, Board Chair

### Tennessee Inmate Disciplinary Oversight Board Office

Michael Stahl, Executive Director

For more information, please visit the Inmate Disciplinary Oversight Board Webpage at:  
<https://www.tn.gov/IDOB.html>

This meeting is held in accordance with Tennessee Open Meetings Act

Please contact [Michael.Stahl@tn.gov](mailto:Michael.Stahl@tn.gov) for information about Board meetings

## AGENDA

### **11:00 Welcome, Introductions & Opening prayer**

- The Chair will recognize the Board members present and those participating virtually (if applicable), as well as any members of the public present.
- Executive Director takes roll-call.
- The Chair will determine if a physical quorum is present.
- Quantel Lindsey will lead the opening prayer.

### **11:15 Review & Approval of Minutes (previously recorded and distributed)**

- June 12, 2024 public meeting

### **11:20 Roles and Responsibilities sub-committee discussion**

- Review circulated draft documents
- Vote

### **11:40 Board Guidelines sub-committee discussion**

- Review circulated draft documents
- Vote

### **12:00 Board policies sub-committee discussion**

- Review circulated draft documents
- Vote

## **12:15 BREAK**

### **12:45 Information technology consultant discussion**

- Don Baisden
- Other candidates
- Vote

### **1:15 TOMIS data spreadsheet update/discussion**

- Review internal excel spreadsheet with updated facility/TOMIS data
- Discuss/vote on remaining data needs to capture 1<sup>st</sup> half 2024 incidents
- Discuss/vote on monthly incident review protocols
- Discussion/vote on next steps once further incident review is identified as needed

### **2:00 STS TOMIS data spreadsheet review and discussion**

### **2:30 Monthly budget review**

- New fiscal year
- New under the line thresholds
- Office space update
  - Canon printer contract
  - PO Box renewal
  - Business cards
  - Monitors/technology needs
  - Other

**3:00 Public Comment**

- The Board shall reserve a period for public comment to provide the public with the opportunity to comment on matters that are relevant to the items on the agenda for the meeting. At the appropriate time, the Chair will open the meeting for public comment. Guests attending in-person shall make their intent to speak known and the Chair will recognize the individual.

**3:15 Final comments**

- Password update

**3:30 Adjourn**