

**Restorative Justice Ministries  
Board Meeting Minutes  
Thursday - February 18, 2016**

The meeting was called to order at 5:30 P.M. by Acting Chair, Doug Ralston at Brazos County Detention Center, Training Room.

In attendance: Doug Ralston	Carolyn Carroll	Linda Bow
Kelli Nall	Obed Matus	Shannon Coyle
Visitor: Jennifer Nedbalek		

Opening Scriptures – Matthew 25:35-40

Opening Prayer – Obed Matus

The January 21, 2016 RJM Board minutes were accepted as submitted.

**Treasurer’s Report - No report**

**Secretary, Office, & Life Skills**

- \* Volunteer slots have been approved for the 10 people who attended the Volunteer Orientation January 7, 2016. One of the volunteers is updating the RJM list of volunteers.
- \* The Evernote scanner is set up in the RJM office and Obed has trained Shannon and Carolyn in its use. Obed is submitting the invoice for the purchase of the scanner to the Treasurer and to the RJM office.
- \* Shannon reported that Bibles are ordered through CBC and that Easter Cards are ordered . The Easter Cards will be distributed to the inmates with a date to be determined by the Sheriff’s Office.
- \* All Life Skills classes will have instructors for Session II which begins in March including female classes for Health, Job & Careers, and Parenting. Health and Job & Careers curriculum are being updated. It was noted that there are other Life Skills’ curriculum which need updating as well.
- \* Jennifer Nedbalek a newer volunteer has teamed up with Cathy Fields in teaching Relationship Awareness Life Skills class.

**Chaplain's Report**

- \* Interim Chaplain, Obed, reported that 216 Bible deliveries were made this past month, 409 non deliveries made, and that there were 8 baptisms. There are 33 actively in the discipleship program and 15 new requests have been made. A total of 670 contacts with inmates were made this past month.
- \* There were 3 possible volunteer chaplains, but two did not qualify and the third has moved from the area. A new experienced person will be considered to fill this position

**Executive Committee**

- \* The Executive Committee met with Sgt. Preston and Lt. Walker regarding re-entry.

- \* Doug & Hal have made contact with “Bridges to Life” a 14 week curriculum for consideration for re-entry.
- \* Doug and Hal continue meeting with churches
- \* Doug and Carolyn will be meeting with Michael Cochran at the Bush School to inquire about grants for non-profit organizations and the possibility of having an intern from the Bush School for RJM.

**Sheriff’s Department** - Doug reported that Lt. Walker favors having a jail tour for the RJM’s sustaining church’s pastors along with one other person from each church. A date and time is to be determined by the SO.

### **Unfinished Business**

- \* RJM and one other non-profit group is being considered by CBC for their funding grant. CBC proposal has a reciprocal agreement which Lt. Walker and Sgt. Preston support. A final decision from CBC will come sometime by June. The funding will be available in September.
- \* Carolyn displayed another shirt with RJM logo. Discussion was held as to the reason for having shirts. More discussion and decision to be made at the next Board meeting.

### **New Business**

- \* It was announced that Chaplain Obed was selected to be RJM’s permanent part-time Chaplain. There were two candidates for this position. The other candidate, David Paqueno, preferred being a volunteer rather than being the chaplain. He wants to focus on teaching, preaching, and assisting RJM Chaplain as needed.
- \* Obed had been the RJM chair, but when he became the interim chaplain, Doug Ralston as Vice President took on the role of Acting Chair. Kelly nominated Doug Ralston move from being Acting RJM Chair to being the RJM Chair. The motion carried.
- \* Because discussion was needed for the salary of the new permanent part-time chaplain, Obed was excused for the remainder of the meeting. The Chaplain Services Agreement between the Brazos County Commissary Fund and RJMBV stated that RJMBV shall invoice BCCF in twenty four monthly installments of \$1,250 beginning OCTOBER 1, 2014, through September 30, 2016. Because of the pending situation with the previous chaplain, that amount was never paid out to the previous chaplain or interim chaplain, Obed. Thus, the interim chaplain was being paid \$1,100 monthly even though BCCC checks to RJM reflected the increase amount of \$1,250.00. With this background the Board had much discussion regarding the chaplain’s salary. Linda made a motion that the chaplain’s monthly salary for the calendar year 2016 be \$1250. This was seconded by Kelly. Further discussion was held regarding the back pay since Obed assumed the interim chaplain position in March 2015. Kelly moved that RJM pay the back pay in the lump sum of \$1800.00 for the interim chaplain period. Linda seconded the motion. The motion carried.
- \* In past years a volunteer appreciation lunch was held for RJM volunteers. Robert Madkins suggested to Doug that RJM have a volunteer potluck. Pray that God will raise up someone to coordinate a volunteer potluck gathering.

The next meeting will be March 25, 2016

Closing prayer by Doug Ralston

Meeting adjourned at 6:45 P.M.

Submitted by Carolyn Carroll, RJM Board Secretary