

REGIONAL CORRECTIONS BOARD

Monday, January 12, 2026

9:00 a.m.

MEMBERS PRESENT:

Warren Strandell, Chairman
Steven Jacobson, Vice-Chair
Tim Oistad
Gary Willhite, Secretary
Allen Remick

ABSENT:

Andy Moran
Chuck Whiting, Polk County Administrator

NON-MEMBERS PRESENT:

Andrew Larson, Executive Director
Arika Hitchen, Administrative Assistant
Paul Bissonette, Deputy Director

Pledge of Allegiance.

Chairman Strandell called the January 2026 Regional Corrections Board meeting to order.

Chairman Strandell turned Chair over to Larson for Year 2026 Election of Officers. Larson called for nominations for Chair. Remick moved to nominate Strandell; Larson called for any further nominations. No further nominations forthcoming. Motion passed with unanimous ballot for Strandell. Chair turned over to Strandell. Strandell called for nominations for Vice-Chair. Remick moved to nominate Jacobson; Strandell called for any further nominations. No further nominations forthcoming. Motion passed with unanimous ballot for Jacobson. Strandell called for nominations for Secretary. Oistad moved to nominate Willhite; Strandell called for any further nominations. No further nominations forthcoming. Motion passed with unanimous ballot for Willhite.

Minutes of the December 15, 2025 meeting were approved by a motion made by Jacobson, seconded by Remick, motion passed unanimously.

- NWRCC December 2025 population statistics were reviewed. NWRCC adult per diem receivables list and Police Central Inmate Report (1-day snapshot) were distributed for review.
- RRVJC December 2025 number of new admissions, counties served and average daily population statistics were reviewed.
- Transition Program December 2025 number of new referrals, caseload by county and average monthly caseload statistics were reviewed.
- Probation Department December 2025 number of new adult cases, reports completed, and adult caseload statistics were reviewed.
- Sentence-to-Service (STS) – Chore Services December 2025 number of projects/participant activity report statistics were reviewed.

**PERSONNEL ISSUES
JANUARY 2026**

NEW APPOINTMENT	POSITION	EFFECTIVE DATE	SALARY
Juan Garza	Corrections Officer (FT)	12/18/2025	\$25.98/hr
Jonathan Singer	Corrections Officer (FT)	12/22/2025	\$24.02/hr
Erik Holter	Corrections Officer (FT)	1/26/2026	\$24.98/hr

PASSED PROBATIONARY PERIOD	POSITION	EFFECTIVE DATE	SALARY
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Eric Abrahamson	Correctional Corporal	11/18/2025	\$30.35/hr
Kathryn Halos	Associate Probation Agent	12/2/2025	\$24.98/hr
Bo Wojciechowski	Corrections Officer	12/31/2025	\$25.98/hr

RESIGNATION	POSITION	EFFECTIVE DATE	STATUS
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Austin Norton	Corrections Officer (FT)	12/23/2025	Recommended Approval
Nicole Owens	Corrections Secretary/Clerk II	12/26/2025	Recommended Approval

TERMINATION	POSITION	EFFECTIVE DATE	STATUS
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Juan Garza	Corrections Officer (FT)	12/23/2025	Recommended Approval
Jada Bonar	Corrections Officer (FT)	12/31/2025	Recommended Approval

Personnel Issues for January 2026 were approved by a motion made by Jacobson, seconded by Willhite. No further discussion forthcoming, motion passed unanimously.

Bissonette informed members of the requirement of submitting TCCC's 2025 Pay Equity Compliance Report to the MN Management & Budget Office. Job Class Data Entry Verification List reviewed. Motion made by Oistad, seconded by Jacobson to approve TCCC's 2025 Pay Equity Compliance Report as presented. No further discussion forthcoming; motion passed unanimously.

Larson reviewed the MN Department of Corrections NWRCC Facility Inspection Report dated December 23, 2025, including Essential and Mandatory Rules Compliance with Inspection Findings and Corrective Actions to be taken. The facility will stay on a biennial status. A Minnesota Sheriff's Association press release regarding elected sheriffs of Minnesota's "Vote of No Confidence" regarding the Department of Corrections Commissioner Paul Schnell. The elected sheriffs of Minnesota met to discuss the ongoing issues and operational challenges related to their interactions with the State of Minnesota's Department of Corrections, Jail Inspection & Enforcement Unit, and specifically with the DOC's leadership.

Motion made by Jacobson, seconded by Remick to approve Minnesota Department of Public Safety Community Crime Intervention and Prevention Grant for contract period January 1, 2026 through December 31, 2027 in the amount of \$400,000. No discussion forthcoming; motion passed unanimously.

Motion made by Remick, seconded by Oistad to approve Swank Motion Pictures, Inc. Public Performance Licensing Agreement for Correctional Institutions (an authorized distributor of copyrighted movies for non-theatrical showings only) at a cost of \$889.60 for term agreement February 01, 2026 through January 31, 2027. No discussion forthcoming, motion passed unanimously.

The 2025 NWRCC Sexual Abuse Report was presented by Joey Pederson, NWRCC Jail Administrator. This report is prepared in accordance with the Prison Rape Elimination Act- PREA (115.88)

Monthly and weekly warrants for December 2025 and Year-End Invoices were approved by a motion made by Oistad, seconded by Remick. Motion passed unanimously.

The next Regional Corrections Board meeting is scheduled for **Monday, February 9, 2026, at 9:00 a.m.** at the Polk County Justice Center, Conference Room (J116).

Meeting Adjourned.



Warren Strandell
Regional Corrections Board Chair