

CHAPLAIN SERVICES AGREEMENT BETWEEN

THE BRAZOS COUNTY COMMISSARY FUND

AND

RESTORATIVE JUSTICE MINISTRIES OF THE BRAZOS VALLEY, INC.

WITH EFFECT FROM October 1st, 2022 THROUGH September 30th, 2024

THIS AGREEMENT between the Brazos County Commissary Fund (herein referred to as BCCF) and the Restorative Justice Ministries of the Brazos Valley, Inc. (herein referred to as RJMBV) is effective October 1st, 2022 through September 30th, 2024.

WHEREAS, the Brazos County Commissary Fund wishes to provide certain financial resources to support the offering of chaplain services and a coordinator as defined herein;

AND WHEREAS, the Restorative Justice Ministries of the Brazos Valley, Inc. wishes to provide such chaplain services and volunteer coordination for the inmates of the Brazos County Jail;

NOW THEREFORE, the parties agree as follows:

TERM

The term of this agreement is two years from the effective date and may be extended by the mutual consent of the parties.

PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to provide the terms whereby Brazos County inmates may obtain faith based services from authorized representatives of RJMBV and whereby Brazos County may make available such services within established guidelines and procedures without engaging the full time services of a chaplain.

SERVICES

During the term of this agreement RJMBV will provide a minimum of 600 hours of the following services annually:

- Provide trained volunteers to perform administrative support for RJM programs and to meet the needs of Brazos County inmates. 200 hours.
- Schedule and provide authorized volunteers for faith based programs and activities for Brazos County inmates. 150 hours.
- Provide crisis intervention care to Brazos County inmates. 30 hours.
- Verify credentials and schedule visits for other clergy that request contact with Brazos County inmates. 20 hours.
- Provide Life Skills Training and Faith Based programs to Brazos County Inmates. Training topics to be agreed upon by RJMBV and the Sheriff or his designee. 200 hours.

In providing faith based services, RJMBV agrees that each of its Volunteers, Volunteer Chaplains and other representatives will comply with policies established by the Brazos County Sheriff regarding code of ethics, confidentiality and other issues relevant to the provision of services to the Brazos County inmates. RJMBV will supply, for each person acting on its behalf in the provision of faith based services, appropriate certification of credentials and each such person will complete agreements regarding confidentiality, dress code and other issues required from time to time by the Brazos County Sheriff and his staff.

CHAPLAIN

The chaplain is to work a minimum of 15 hours weekly, however is on-call 24 hours a day. This position is primarily responsible for advising and assisting the Sheriff's Office personnel in all

matters of religion, morals, and morale as it is influenced by religion. The chaplain is responsible for training, supervision and accreditation of religious personnel. The chaplain is also responsible but not limited to the following:

- Provide appropriate spiritual care of BCDC inmates and family members of inmates
- Conduct baptisms and other spiritual counseling with inmates at BCDC
- Oversee life skills program, arrange pastoral visits and deliver crisis messages
- Attend and administer special events on behalf of RJM with BCDC approval
- Supervise and evaluate volunteers to ensure compliance with all BCDC policies
- Screen and approve all teaching material and printed material for distribution to inmates and ensures timely delivery to individuals
- Oversee and conduct new volunteer orientation in coordination with BCDC assigned Officer and or employee
- Respond in a timely manner to ministry and BCDC related phone calls and emails
- Maintain confidentiality pertaining to inmate and family members of inmates at BCDC
- Update both RJMBV and BCDC of weekly schedule and or changes in availability

COORDINATOR OF VOLUNTEERS

The coordinator of volunteers serves the ministry to develop and manage volunteer programs and the volunteers of RJMBV at BCDC. This person is to work a minimum of 20 hours weekly and is accountable to the BCDC Supervisor and or the Chaplain in all matters relating to job responsibilities and implementation of their position. He or she is under the supervision of the employee and or Officer in charge of inmate programs and or all matters relating to BCDC operations. The coordinator is responsible but not limited to:

- Coordinate all functions of volunteer services for RJM and BCDC volunteers
- Recruit volunteers and provide appropriate training and continuing education
- Assign volunteers to areas of service based on interest, skills and scheduling
- Supervise and evaluate volunteers and ensure compliance with BCDC policies
- Assist the chaplain with administrative duties as needed
- Maintain current and accurate volunteer database and records of services
- Attend community activities to facilitate community awareness and support
- Ensure all class materials, curriculum, documentation and certificates are available, up-to-date and ready for each class session
- Maintain open and frequent communication with RJMBV Board and BCDC Supervisor
- Maintain confidentiality pertaining to inmate and family members of inmates at BCDC
- Update both RJMBV and BCDC of weekly schedule and or changes in availability

DISPUTE RESOLUTION AND TERMINATION

In the event any issues or disagreements arise concerning this agreement or the provision of faith based services, the parties shall meet and endeavor in good faith to find appropriate ways to resolve such issues or disagreements in order to maintain uninterrupted chaplain services to Brazos County inmates. However, if after such good faith endeavors the parties are unable to resolve the issues or disagreements, either party may terminate this agreement on thirty days written notice to the other party.

COMPLIANCE WITH THE PRISON RAPE ELIMINATION ACT

The Brazos County Commissary Fund, as an operation of the Brazos County Sheriff's Detention Center will comply with the Prison Rape Elimination Act (PREA). The Detention Center has a

Zero Tolerance Policy regarding sexual abuse and sexual harassment. The Detention Center will conduct a background investigation on all proposed employees, volunteers, or other contractors that may have contact with inmates. Background checks will be conducted at least every five (5) years for all contractors. The BCCF shall ensure that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures. Any contractor or volunteer who engages in sexual abuse is prohibited from contact with inmates and shall be reported to law enforcement agencies and to relevant licensing bodies, unless the activity was clearly not criminal. The facility will take appropriate remedial measures and prohibit further contact with inmates in the case of violation of sexual abuse or sexual harassment policies by the contractor. The contractor has an affirmative duty to disclose any misconduct in violation of the sexual abuse and sexual harassment policy. Material omissions regarding such misconduct, or the provision of materially false information, are grounds for termination of this agreement

PAYMENT

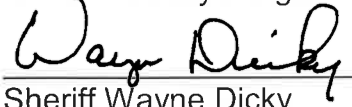
RJMBV shall invoice BCCF in twenty four monthly installments of \$2,400.00 for a total of \$57,600.00 over the term of this agreement. The payment shall be due within ten (10) days of receipt by BCCF.

NOTICES

Any notices required or permitted under this agreement shall be made as follows:

<p>If to BCCF: Kevin Stuart Chief Deputy of Corrections 1835 Sandy Pt Road Bryan, TX 77803 979-361-4996 979-361-4833 FAX wdicky@co.brazos.tx.us</p>	<p>If to RJMBV: Nur Rashid Chairman of the Board Restorative Justice Ministries BV PO Box 9866 College Station, TX 77842 979-361-4852 rjmbv@rjmbv.org</p>
---	---

Brazos County


Honorable Judge Duane Peters,
Brazos County Judge

Sheriff Wayne Dicky
Brazos County Office of the Sheriff

Date

10/13/2022

Date

Restorative Justice Ministries of the Brazos Valley, Inc.



Pastor Nur Rashid
Chairman of the Board

10/1/22

Date