



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	2/22/2022
<b>AGENDA SECTION:</b>	New Business
<b>SUBJECT:</b>	Nomination of City of Folsom Representative to the Citizens Advisory Committee for Folsom Prison
<b>FROM:</b>	City Clerk's Department

## **RECOMMENDATION / CITY COUNCIL ACTION**

Staff recommends that the City Council nominate a representative to serve as a citizen representative to the Citizens' Advisory Committee for Folsom Prison for a two-year term ending in 2024.

## **BACKGROUND / ISSUE**

California Penal Code mandates the formation of a citizens' advisory committee for each state prison. The committee consists of members appointed by the prison warden, including representatives nominated for appointment by the local assembly member, local senator, local city council, local county board of supervisors, local chief of police, and local county sheriff. The purpose of the committee is to improve the public's understanding of correction programs and suggest ways to improve and participate in inmate programming.

The City of Folsom participates on this committee with one representative from the Folsom Police Department and two citizen representatives who are nominated by the Folsom City Council and then appointed by the Warden of Folsom State Prison.

The two citizen representatives serve in staggered terms. The first citizen representative seat is currently occupied by Folsom resident William Hutto and his term will expire in March 2023. The second citizen representative seat is currently vacant as of January 2022. City staff advertised the vacant position in the Folsom Telegraph, posted it on the bulletin boards at City Hall and on the city's webpage. Cynthia Gibbs and Jim Silva have submitted applications for the position.

## **POLICY / RULE**

California Penal Code section 5056 establishes the membership structure of the committee and states, in part, that two persons shall be appointed to the committee for a two-year term by the prison warden from nominations submitted by the city council of the city containing or nearest to the institution.

## **ANALYSIS**

Two applications have been received from Folsom residents Cynthia Gibbs and Jim Silva expressing interest in serving on the committee. Staff is requesting the City Council nominate a representative. Once the nomination is made by the City Council, it will be forwarded to the Prison Warden for final appointment.

## **ATTACHMENTS**

Applications received from the following individuals:

1. Cynthia Gibbs
2. Jim Silva

Respectfully submitted,

---

Christa Freemantle, CMC  
City Clerk

Attachment 1

Application from Cynthia Gibbs



# Folsom Commission and Committee APPLICATION



Thank you for your interest in serving on a Folsom commission or committee.

**Before You Begin:**

- Please read this form and instructions carefully.
- Complete all pages and sign the application.
- Applications remain active for six months after submittal.

**Return completed applications to:**

City Clerk's Department, Folsom City Hall, 50 Natoma Street, Folsom, CA 95630

**Applicant Information:** (All information is required)

Name: Cynthia H. Gibbs

Residence Address: \_\_\_\_\_

Email: c.h.gibbs@comcast.net

Phone: \_\_\_\_\_

Employer and Occupation: Retired

Currently Serving on a Commission/Committee? If yes, please specify:

**Folsom Residency / Registered Voter Verification:** Commission and Committee members must be residents and registered voters of Folsom.

Registered to vote? Indicate Yes / No Yes

**Financial Disclosure / Ethics Training:**

I understand that commission and committee members must file statements disclosing financial information. Indicate Yes / No:  
Yes

I understand that commission and committee members must complete ethics and harassment training. Indicate Yes / No:  
Yes

**Truth and Accuracy:** I certify that the information contained on this form is true and accurate:

Signature:  Date: February 7, 2022

**Important Public Records Information:** The city may receive requests from the public to review documents such as this form and the city is obligated to release these public records, including all information contained on the form.

FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Cynthia H. Gibbs

**Choice of Commission or Committee:**

(If you are interested in multiple commissions, please rank them numerically according to your preference)

Arts and Culture Commission

Historic District Commission\*

Please identify which seat you qualify for:

representative who is actively involved with historic preservation

representative who is a resident of the Historic District

representative who owns a business within the Sutter Street Subarea

Planning Commissioners

representative from a Historic District business outside the Sutter Street Subarea

architect, landscape architect, or other design professional with expertise in historic preservation

Landscaping and Lighting District Advisory Committee\*

Please advise which L&L District you live in:

District of Residence: \_\_\_\_\_

Library Commission

Parks and Recreation Commission

Planning Commission

Traffic Safety Committee\*

Please identify which seat you qualify for:

representative representing a wide cross section of interests

representative who has demonstrated an interest in or a concern for pedestrian and bicycle safety

Utility Commission

Other: Citizen Advisory Committee for Folsom Prison

**\*Application Supplement Required:**

Supplemental information is required for the Historic District Commission, Landscape and Lighting District Advisory Committee, and the Traffic Safety Committee. These boards have special qualification requirements for certain seats.

Continue to next page

FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Cynthia H. Gibbs

**Informational Questions:** (you must answer all four questions, for all commissions or committees you are applying for):

1. Why do you want to serve on this commission or committee:

The community is a partner with the prison in ensuring the success and safety of everyone.

I moved to the City of Folsom in August 2020. I am retired and interested in being involved in helping serve our community. This commission appealed to me because I believe it is difficult for the prison to maintain the balance in delivering punishment for committing a crime and treating prisoners with dignity in serving out their terms.

Once released a convict will not succeed outside prison if they do not have the skills, abilities, and opportunities. Correctional Institutions have only so much influence and control of these outcomes as it is ultimately up to the individual prisoner to choose their course of action.

2. What do you think is(are) the top issue(s) facing this commission or committee:

Folsom residents are unique in their pride of Folsom Prison.

A strong, positive relationship should be maintained between the community and the prison.

Supporting the staff working at Folsom Prison to help them get their job done.

Supporting the prisoners to have an opportunity when they leave than they did before they entered.

**Continue to next page**

**FOLSOM COMMISSION AND COMMITTEE APPLICATION**

Applicant Name: Cynthia H. Gibbs

3. Briefly describe how your experiences qualify you to serve on the commission or committee:

I worked for 30 years for the County of Sacramento. My first 13 years were with the Department of Revenue Recovery responsible for the billing and collections of restitution and fines. The later 17 years were with the Tax Collection and Licensing Division of the Department of Finance as a manager of secured property taxes and tax delinquencies. My last position was the Assistant Tax Collector to the Director of Finance.

4. Which commission or committee meetings have you attended?

None.

END OF APPLICATION FORM

**Return completed applications to:**  
City Clerk's Department, Folsom City Hall, 50 Natoma Street, Folsom, CA 95630

Attachment 2  
Application from Jim Silva





CITY OF  
FOLSOM  
A DIVISION OF SACRAMENTO

# Folsom Commission and Committee APPLICATION

Thank you for your interest in serving on a Folsom commission or committee.

**Before You Begin:**

- Please read this form and instructions carefully.
- Complete all pages and sign the application.
- Applications remain active for six months after submittal.

**Return completed applications to:**

City Clerk's Department, Folsom City Hall, 50 Natoma Street, Folsom, CA 95630

**Applicant Information:** (All information is required)

Name: Jim Silva

Residence Address: \_\_\_\_\_

Email: jimjsilva@sbcglobal.net

Phone: \_\_\_\_\_

Employer and Occupation: Retired

Currently Serving on a Commission/Committee? If yes, please specify:

No

**Folsom Residency / Registered Voter Verification:** Commission and Committee members must be residents and registered voters of Folsom.

Registered to vote? Indicate Yes / No Yes

**Financial Disclosure / Ethics Training:**

I understand that commission and committee members must file statements disclosing financial information.

Indicate Yes / No:

Yes

I understand that commission and committee members must complete ethics and harassment training.

Indicate Yes / No:

Yes

**Truth and Accuracy:** I certify that the information contained on this form is true and accurate:

Signature: Jim Silva

Date: February 4, 2022

**Important Public Records Information:** The city may receive requests from the public to review documents such as this form and the city is obligated to release these public records, including all information contained on the form.

**FOLSOM COMMISSION AND COMMITTEE APPLICATION**

Applicant Name: Jim Silva

**Choice of Commission or Committee:**

(If you are interested in multiple commissions, please rank them numerically according to your preference)

Arts and Culture Commission

Historic District Commission\*

Please identify which seat you qualify for:

representative who is actively involved with historic preservation

representative who is a resident of the Historic District

representative who owns a business within the Sutter Street Subarea

Planning Commissioners

representative from a Historic District business outside the Sutter Street Subarea

architect, landscape architect, or other design professional with expertise in historic preservation

Landscaping and Lighting District Advisory Committee\*

Please advise which L&L District you live in:

District of Residence: \_\_\_\_\_

Library Commission

Parks and Recreation Commission

Planning Commission

Traffic Safety Committee\*

Please identify which seat you qualify for:

representative representing a wide cross section of interests

representative who has demonstrated an interest in or a concern for pedestrian and bicycle safety

Utility Commission

Other: Citizens Advisory Committee for Folsom Prison

**\*Application Supplement Required:**

Supplemental information is required for the Historic District Commission, Landscape and Lighting District Advisory Committee, and the Traffic Safety Committee. These boards have special qualification requirements for certain seats.

**Continue to next page**

## FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Jim Silva

---

**Informational Questions:** (you must answer all four questions, for all commissions or committees you are applying for):

1. Why do you want to serve on this commission or committee:

As explained in Section 3, I worked in the Department of Corrections and Rehabilitation for 32 years, and saw what impact (both positive and negative) a prison can have on the surrounding community both economically and politically. In fact, I often times represented my prison when interacting with community leaders on issues that the prison created for the community, such as parking and inmate work assignments.

I have been retried for several years, but I would like to bring my unique perspective to the Committee of being both a resident/homeowner and someone who intimately understands how a prison operates. I will be a positive member of the Committee.

2. What do you think is(are) the top issue(s) facing this commission or committee:

The correctional facilities in Folsom are somewhat secluded from the population centers and tend to only come within the community's consciousness when they are in the news, or there is some sort of incident. By comparison, at other prisons I have worked at, like Mule Creek and Solano, the facilities are much more visible and elicit a lot of community attention. Regardless, the Folsom correctional facilities are incredibly important to the community, if for no other reason than because many Folsom residents are directly tied to them either through employment or because of a relationship with someone incarcerated there.

Working with an immense entity such as a prison could be difficult for many people. Luckily, I am very familiar with the prison system. Ultimately, to be an effective Committee, it is vital that communications and trust go both ways, and that the parties are comfortable engaging in open dialogue. The Committee needs to generate clear and concise directives after thorough discussions, and consider the agreements that have been reached in the past.

---

Continue to next page

**FOLSOM COMMISSION AND COMMITTEE APPLICATION**

Applicant Name: Jim Silva

3. Briefly describe how your experiences qualify you to serve on the commission or committee:

I bring the unique perspective of working at all levels of corrections and paroles during my 32 year career with the Department of Corrections and Rehabilitation. After returning from the Vietnam War, I commenced working for the Department in 1973 as an entry level Correctional Officer at San Quentin. Throughout the next several decades, I was promoted several times and worked in various capacities at several prisons including San Quentin, Soledad, Solono, Mule Creek, and the California Medical Facility. I also served in paroles, and held administrative posts at Headquarters and a special assignment at Aerojet. I eventually was promoted to Associate Warden at Mule Creek. In this role, I was at one time responsible for the prison's budget of \$68 million and supervised 300 employees.

Throughout my career, I managed all functions of a correctional institution including food services, plant operations, personnel, housing, discipline and classification. I served at all levels from entry level correctional officer to upper management. I received specialized training in leadership, communications (with emphases on media), report writing and budgets. I also represented the Department at local colleges during recruiting drives. Finally, I have the benefit of seeing how different prison operate in different and diverse communities.

After retirement, I was an elected official with my tribe: the Dry Creek Rancheria Band of Pomo Indians. That Board governed the Tribe (composed of over a thousand members) and its multi-million dollar commercial activities, including a gaming facility.

4. Which commission or committee meetings have you attended?

City Council (via Zoom)

END OF APPLICATION FORM

**Return completed applications to:**  
City Clerk's Department, Folsom City Hall, 50 Natoma Street, Folsom, CA 95630