



1350 Norris Road  
Bakersfield, California 93308-2231

July 26, 2024

### **Inmate Reception Center Facility Staffing Plan 2024**

The Prison Rape Elimination Act (PREA, standard 115.13) requires each facility operated by this agency to develop, document, and provide a staffing plan for adequate levels of staffing and video monitoring, where applicable, to protect incarcerated persons against sexual assault and abuse.

The requirements set forth by PREA is that this agency operates its facilities using generally accepted detention and correctional practices. The Kern County Sheriff's Office (KCSO) Detentions Bureau is inspected every two years by the California Board of State and Community Corrections (BSCC).

### **Incarcerated Persons Population**

The Inmate Reception Center books and holds people of all races and adults of all ages until transferred to the Justice or Pre-Trial Facility. There are a variety of sub classifications and factors that can dictate classification and holding as well, including civil incarcerated persons, incarcerated persons with physical and/or mental disabilities, gang members, and assaultive or high-profile incarcerated persons.

### **Receiving Holding Cells**

The Inmate Reception Center (IRC) is attached to the Lerdo Justice Facility. The IRC is a reception center for new bookings only. It does not house incarcerated persons. Once the incarcerated persons has gone through the booking process, they are placed in one of the IRC holding cells, until housed at one of the Lerdo Facilities. The Inmate Reception Center (IRC) has a BSCC Rated Capacity of 146. The Inmate Reception Center (IRC) is made up of 15 various size holding cells ranging from 3-person to 16-person capacity. The holding cells include privacy partitions for restroom use.

Because of the linear design of these Inmate Reception Center (IRC), deputies conduct safety checks at least once every [REDACTED].

**INMATE RECEPTION CENTER CAPACITY**

HOUSING LOCATION	GENDER	CLASSIFICATION	CAPACITY
R101	M/F	GP/PC /AD SEG	6
R102	M/F	GP/PC /AD SEG	6
R103	M/F	GP/PC /AD SEG	12
R104	M/F	GP/PC /AD SEG	16
R105	M/F	GP/PC /AD SEG	16
R106	M/F	GP/PC /AD SEG	12
R107 (Sobering Cell)	M/F	GP/PC /AD SEG	3
R108	M/F	GP/PC /AD SEG	16
R109 (Sobering Cell)	M/F	GP/PC /AD SEG	3
R110	M/F	GP/PC /AD SEG	16
R111	M/F	GP/PC /AD SEG	6
R112	M/F	GP/PC /AD SEG	16
R113	M/F	GP/PC /AD SEG	6
R114	M/F	GP/PC /AD SEG	6
R115	M/F	GP/PC /AD SEG	6

Sheriff's Aides (civilian staff) are assigned to Receiving Control. They have a general view of the activity within the Inmate Reception Center (IRC). The Sheriff's Aides observe most areas of IRC via observation from the control room and camera monitors. [REDACTED]

Communication between incarcerated persons and the deputies assigned to IRC is conducted orally. Safety and security of IRC is maintained by Sheriff's Deputies conducting random, unannounced checks of the receiving area. [REDACTED]

Incarcerated persons with medical concerns requiring immediate medical care are examined by IRC medical staff and transported to a local hospital for treatment. In the event of an incarcerated persons needing medical emergency services, Lerdo Justice medical staff will respond to administer medical aid.

**Incarcerated Persons Population**

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## **Incarcerated Persons Programs**

Because the Inmate Reception Center (IRC) is just a holding reception center. For this reason, incarcerated persons programs are not offered at this facility. Incarcerated persons programs and religious services are available at the Lerdo Pre-Trial and Justice Facilities.

## **Statistics**

The prevalence of substantiated and unsubstantiated incidents of sexual abuse that were taken into consideration while developing this staffing plan can be viewed at the following link: <http://www.kernsheriff.org/PREA>

## **Staff Training**

The Detentions Bureau provides training for staff in compliance with Title 15 of the California Code of Regulations. Sheriff's Deputies attend an approximately six-month Peace Officer Standards and Training (POST) approved academy prior to working in the jail. Sheriff's Deputies assigned to the Detention's Bureau also receive an approximately five-week training program from a Detention's Training Officer. All staff, sworn and civilian, receive training in PREA requirements.

## **Staffing Formula**

Staffing levels are determined by the number of fixed and non-fixed positions necessary to supervise and provide services to incarcerated persons booked at the facility. Please see the staffing plan below.

## **Staffing Plan**

The purpose of this staffing plan is to establish security staffing protocols to ensure a safe and secure environment for incarcerated persons and staff.

**Note:** Specific information regarding the number of staff present at the facility during various shifts and the numbers assigned to specific posts have been redacted from the publicly available version of this report for security reasons.

Video surveillance of incarcerated persons common housing areas, holding cells and circulation areas provide additional incarcerated persons safety. Staff positions identified for security operational purposes are guidelines and shall be flexible according to facility needs.

Serious incidents at other facilities may result in limited operations for varied amounts of time. Normal minimum staffing levels on night shifts shall be one more

than day shift. In addition to normal minimum staffing levels, four additional court deputies are assigned to the IRC.

The Inmate Reception Center is managed by a lieutenant. The facility also has an administrative sergeant assigned to a five-day, eight-hour schedule.

The lieutenant and sergeants regularly make unscheduled and unannounced rounds throughout the facility during both day and night shifts to ensure the safety and security of the facility. The facility operates on a 12-hour shifts with day shift starting at 0700 hours and night shift beginning at 1900 hours.

The tables below depict essential staffing to properly manage the incarcerated persons population and operate the facility in the safest manner possible, for staff and incarcerated persons alike:

**Normal Operations:**

█ Sergeant  
█ Senior

Receiving 1	█	Receiving 2	█	Receiving 3	█
Receiving 4	█	Receiving 5	█		
S&E 1	█	Mug Room	█	Male Dress-out	█
Receiving Control	█	Property Room	█	Subtotal	█

**Minimum Staffing= █ Deputies and █ Sheriff Aides** *\*If a Sheriff Aide is unavailable or unassigned, a deputy will have to cover which will increase the minimum staffing level*

**Limited Operations:**

█ Sergeant  
█ Senior

Receiving 1	█	Receiving 2	█	Receiving 3	█
Receiving 4	█	Receiving 5	█		
S&E 1	█	Mug Room	█	Male Dress-out	█
Receiving Control	█	Property Room	█	Subtotal	█

**Minimum Staffing = █ Deputies and █ Sheriff Aides** *\*If a Sheriff Aide is unavailable or unassigned, a deputy will have to cover which will increase the minimum staffing level*

**Restricted Operations:**

█ Sergeant  
█ Senior

Receiving 1	█	Receiving 2	█	Receiving 3	█
Receiving 4	█	Receiving 5	█		
S&E 1	█	Mug Room	█	Male Dress out	█
Receiving Control	█	Property Room	█	Subtotal	█

**Minimum Staffing = █ Deputies and █ Sheriff Aides** *\*If a Sheriff Aide is unavailable or unassigned, a deputy will have to cover which will increase the minimum staffing level*

**DEFINITIONS:**

**Normal operations** - Regular daily operations that occur without incident under normal procedures resulting in no staff reductions.

**Limited operations** - Reduction of staff or facility operations in one (1) or more areas of the facility due to a limited or unexpected event.

**Restricted operations** - Critical or emergency event resulting in halting of several or all facility operations and/or significant staff reduction.

**Limited event** - Example: tours, inspections, training.

**Unexpected event**- Example: ill staff, scheduling errors, hospital transportation runs.

**Critical event** - Example: death, major assaults, power disruption.

**Emergency events**- Example: natural disaster, fire, riot, civil unrest, terrorism.

In developing the above staffing plan, the Inmate Reception Center manager and the PREA Coordinator considered the following factors:

- 1) *Generally accepted detention and correctional practices:*

The Kern County Sheriff's Office regularly reviews updates from the National Institute of Corrections and other organizations. Kern County Sheriff's Office is a member of the American Jail Association and the National Sheriff's Association. The agency regularly networks with other jails to keep up to date and seek better ways to ensure safety and security of the facility.

2) *Any judicial findings of inadequacy:*

The Kem County Sheriff's Office was party to a judicial ruling in Yeager v. Kem (1987) requiring the provision of specific services to pregnant and post-partum incarcerated persons.

A second judicial ruling, Anderson v. Kem (1990), mandated that the Kem County Sheriff's Office does not exceed specific population totals. Additionally, the ruling mandated certain other conditions of confinement dealing with medical, staffing levels, dental, vision, and mental healthcare, language interpreters, access to courts, and classification of administratively separated incarcerated persons.

The requirements resulting from these cases have been implemented at the Inmate Reception Center. There are no judicial findings of inadequacy specific to the Reception Center.

3) *Any findings of inadequacy from Federal investigative agencies:*

The Inmate Reception Center has not received any Federal investigative findings of inadequacy.

4) *Any findings of inadequacy from internal or external oversight bodies:*

The Sheriff's Office participates in biannual inspections from the Bureau of State Community Corrections (BSCC) to ensure compliance with the regulations contained in Title 15 and Title 24 of the California Code of Regulations. Any issues of non-compliance are corrected via a documented corrective action plan. There are no corrective action plans pending for the Inmate Reception Center.

5) *All components of the facility's physical plant (including "blind spots" or areas where staff or incarcerated persons may be isolated):*

IRC utilizes a holding cell risk assessment to ensure incarcerated persons at risk are not placed with incarcerated persons prone to sexual abuse. There is also a video surveillance system in the reception area that records all incarcerated persons activity in the holding cells. Surveillance footage is routinely monitored or reviewed by supervisors to ensure compliance with KCSO policies. Supervisors make regular, unannounced rounds within the facility.

6) *The composition of the incarcerated persons population:*

See above

7) *The number and placement of supervisory staff:*

The lieutenant assigned to IRC has the overall responsibility for facility operations and administration and coordinates ancillary services such as Medical and Behavioral Health. The lieutenant also works closely with the other detentions managers to coordinate inter-facility operations, such as overtime or guarding of hospitalized incarcerated persons.

The administrative sergeant oversees many support services, a few of which are vehicles, key control, supplies, clerical staff, complaints, contract

staff, and inspections. The administrative sergeant also serves as the facility PREA manager.

Day-to-day operations are directed by a sergeant t and or/a senior deputy each shift to oversee daily security and operational issues, respond to emergencies, and manage the schedules and overtime to ensure adequate staffing.

8) *Institution programs occurring on a particular shift:*

See Above

9) *Any applicable State or local laws, regulations, or standards:*

There are no applicable State or local standards that specifically dictate staffing levels in county jails. As part of the Board of State Community Corrections biennial inspections, BSCC staff reviews documentation of staffing plans for each facility.

10) *The prevalence of substantiated and unsubstantiated incidents of sexual abuse:*

The prevalence of substantiated and unsubstantiated incidents of sexual abuse that were taken into consideration while developing this staffing plan can be viewed at the following link: <https://www.kernsheriff.org/Prea>

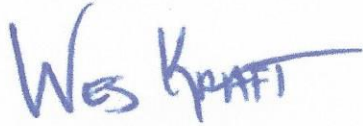
11) *Any other relevant factors:*

No other relevant factors were identified at the Inmate Reception Center that affect its ability to detect, prevent, and respond to issues of sexual abuse, assault, or harassment of incarcerated persons in its care and custody.

Sincerely,

DONNY YOUNGBLOOD, Sheriff-Coroner

By:



Wes Kraft, Lieutenant  
Inmate Reception Center



Jaime Hernandez, Detentions  
Lieutenant Compliance Section