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**SHERIFF**

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**TRAINING BULLETIN**

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**DETENTIONS BUREAU MANUAL POLICY UPDATE:  
C-2300 TRUST / TRUTH ACT COMPLIANCE**

The changes listed below were made to the Detentions Bureau Policy and Procedure Manual and are effective as of May 26, 2022. Policies are available in the official version of the Detentions Bureau Manual, which is located on the “Detentions Bureau” page of the SharePoint website. In accordance with DBPPM A-200, any printed copies of the manual will be maintained and updated from this source. The official Detentions Bureau Policy and Procedure Manual may be accessed by clicking on the link below:

<http://sharepoint/Detention/DetentionsBureauManual/default.aspx>

**Please note:** This update bulletin provides only a summation of the updates to the listed policies. Please review the full policies to ensure that you are familiar with the changes.

Section C-2300 – Trust / Truth Act Compliance has been updated.

The changes to the latest version of C-2300 include:

- The section regarding the delay of releasing an inmate for immigration authorities to take custody has been updated to reflect that I.C.E. (or other immigration authority) provide the Sheriff’s Office with a judicial warrant or judicial probable cause determination for the inmate.
- Also, to be authorized to delay the release of an inmate, the Sheriff must have probable cause to believe the individual has committed, or is committing, a criminal violation beyond the charges which they have been released on.
- Emails and scanned documents related to C-2300 will no longer go to the California Values Act Senate Bill 54 (SB54) Sheriff’s Support Technician (SST), they will now go to the SB54 Sheriff’s Senior Support Supervisor (SSSS) at the same email address.
- All other duties formerly assigned to the SB54 SST are now assigned to the SB54 SSSS.

- There is a new step if the inmate provides an Attorney of Record and does not know the address, the shift supervisor will use available means to locate the address of the listed attorney and fill in the address if located. If the supervisor is unable to locate an address, they will mark the box “Unable to Locate” (UTL).
  - There is a new staff member responsible for archiving of release files, and all forms related to this policy. It is now the responsibility of the Central Receiving Facility (CRF) SSSS.
  - The CRF SSSS will now be responsible for completing the “Values Act: Transfer Reporting” form (State of California form BCIS SB54-2; see attachment E). The CRF SSSS will submit the form to the CRF section manager for review and approval.
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