

Kern County Sheriff's Office Detentions Bureau 2016 Max-Med Staffing Plan

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

Real time video monitoring of receiving holding cells and common staff work areas shall provide additional inmate 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 weekends shall be two less than weekdays.

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 assault, power disruption.

Emergency event – Example: natural disaster, fire, riot, civil unrest, terrorism.

Normal Operation:

Sergeant / Senior

Duty Office	Y	Dorm 1-2	Y	Receiving/Dress Out	Y	
Max 1	Y	Dorm 3-4	Y	S&E 1	Y	
Max 2	Y	Dorm 5-6	Y	S&E2	Y	
Rec Yard	Y	Dorm 7-8	Y			
					Minimum Staffing	11

Limited Operation:

Supervisor

Duty Office	Y	Dorm 1-2	Y	Receiving/Dress Out	Y	
Max 1	Y	Dorm 3-4	4th	S&E 1	3rd	
Max 2	Y	Dorm 5-6	Y	S&E2	1st	
Rec Yard	2nd	Dorm 7-8	Y			
					Varied Staffing	7-10

Restricted Operation:

Supervisor

Duty Office	Y	Dorm 1-2	Y	Receiving/Dress Out	7th	
Max 1	Y	Dorm 3-4	5th	S&E 1	3rd	
Max 2	4th	Dorm 5-6	Y	S&E2	1st	
Rec Yard	2nd	Dorm 7-8	6th			
					Varied Staffing	5-8

Maximum-Medium (Max-Med) Facility Description:

The Kern County Sheriff's Office (KCSO) Lerdo Max-Med Jail facility opened in 1978 with a Board of State and Community Corrections rated bed capacity of 408. Max-Med houses only male inmates, and its design is square with the administration offices, inmate visiting, and primary duty office located at the front. There are eight triple bunk dorms on one side, one (9) bunk dorm in the back, along with a property storage area. The other side has two linier tiers with double bunk multiple man cells, two linier tiers with double bunk single cells, and a split fenced recreation yard. In the middle are eight medical clinic cells, a medical clinic, classroom, supervisor's office, a booking area, and miscellaneous small offices. It also has a drive-in sally port leading to two holding cells.

It is managed by a detentions Lieutenant, 10 supervisory staff, 56 detentions security staff, 4 Sheriff's Aides, and 6 civilian support staff. There are 1-2 medical staff on site at all times, and mental health staff respond from the larger facility next door to provide all necessary treatment. The facility operates on four twelve hour shifts.

The facility houses pretrial, un-sentenced and sentenced inmates, civil detainees, parole violators, and contracted US Marshall Service (USMS) and Bureau of Prisons (BOP) Federal inmates. California AB109 Prison Realignment has shifted non-violent, non-sexual, non-serious prisoners to county jails resulting in higher capacity, longer jail stays, and more prison level inmates.

The Deputy/Sheriff's Aide assigned to the duty office has control of the ingress and egress, keys, interacts with the public, maintains the facility count, manages the visiting, and also monitors staff's activities and safety on several camera monitors. The Deputy/Sheriff's Aide can view staff from different camera views of the hallways, drive-in sally port gate, and a walkway to the kitchen, medical cells, suicide watch cells, walkway to laundry, entrance gates to both dorm areas, and some visiting rooms.

Max-Med operates (2) areas with four open dorm style housing units, each with two Deputies staffing a central duty station with two dorms on each side. The Deputies have direct sight into the units through large 4'x3' windows and can also observe inmate activities through smaller (1) foot windows the length of the unit. The two linier multiple man tiers and the two single cell tiers are staffed by two Deputies who make regular rounds through the units for security checks, and daily activities such as passing of medication, mail, supplies, or laundry.

Additional staff contact which deters inmate sexual abuse occurs regularly due to the frequent removal of inmates for events such as visits, classes, court, sick call, or releases. The smaller (9) man dorm is a worker dorm with most inmates out on different work crews during the day. One Deputy assigned conducts regular security checks throughout each shift.

The eight medical cells are positioned in the center with (4) cells back to back linier style located in a high traffic area adjacent to the shift supervisor's office area and the recreation yard. Four of the cells are used for general medical or special housing needs, and the four cells located across from the medical clinic are used for inmates on suicide watch. Staff assigned to these medical cells are able to ensure the inmate's safety with frequent checks through large 4'x4' windows.

The classroom is located near the rear dorm housing area and its large door windows provide no privacy, nor does the laundry area, as it is in a high traffic area. The booking area is staffed by a Deputy and used often for multiple functions throughout each shift. There are three small offices used by mental health, utility, and maintenance which remain locked when not in use.

In addition to the staff assigned to oversee the housing units, there are also one to three staff assigned constantly moving around the facility to perform receiving or booking functions, inmate releases, passing of meals, and escorting of inmates to and from areas within the facility.

In developing the above staffing plan, the Kern County Sheriff's Office in conjunction with its Detentions Bureau and Maximum-Medium facility manager, have considered the following factors:

1) *Generally accepted detention and correctional practices:* The Kern County Sheriff's Office continually looks at National Institute of Corrections updates and other organizations updates. Kern County Sheriff's Office is a member of the American Jail Association, and the National Sheriff's Association. We constantly network with other jails in the State of California and some jails out of state to keep up to date, and seek better ways to ensure safety and security of the facility.

2) *Any judicial findings of inadequacy:* The Kern County Sheriff's Office received a judicial ruling in *Yeager v Kern*, 1987 requiring them to provide specific services to pregnant and post-partum inmates. Another judicial ruling in *Anderson v Kern*, in 1990 held that the Kern County Sheriff's Office shall maintain specific population totals, and that certain other conditions of confinement dealing with medical, staff increases, dental, vision, and mental health care, language interpreters, access to courts, and classification of administratively segregated inmates.

In 1992, the Kern County Sheriff's Office Max-Med facility had a judicial finding which states in part; "Defendants shall not operate the Lerdo Maximum/Medium Facility without a full complement of four correctional staff present at each observation post in the medium custody dormitory sections of the facility." The Sheriff has reviewed the operations at Max-Med, which had a staffing ratio of 14/370 and determined that the risk of injury to staff or inmates is low in comparison to the risks at the Minimum facility which had a staffing ratio of 16/698. By reallocating the two staff positions to the Minimum facility, the Sheriff increased staff presence and response time for all incidents, which will enhance PREA prevention, detection and response while not detracting from the PREA goals at the Max-Med facility.

3) *Any findings of inadequacy from Federal investigative agencies:* The Kern County Sheriff's Office Max-Med jail facility has not had any Federal investigative findings of inadequacy.

4) *Any findings of inadequacy from internal or external oversight bodies:* The Kern County Sheriff's Office participates in biannual inspections from the Bureau of State Community Corrections (BSCC) to ensure compliance with Title 15 and Title 24 regulations. KCSO did not have any deficiencies in its 2014 inspection that required a corrective action plan.

5) *All components of the facility's physical plant (including "blind-spots" or areas where staff or inmates may be isolated):* Despite the age of the facility, the design and size works well to eliminate problems from any potential blind spots. The nature of the daily required activities, the close proximity of staff to each other, and the interaction of different staff in multiple areas provide little to no opportunity for staff and inmates to be isolated. Areas that may provide concealment are either secured or staffed by multiple officers.

6) *The composition of the inmate population:* The composition of the Kern County Sheriff's Office Max-Med jail facility inmate population varies. Most of the inmate population is either: local residents of Kern County that violate various state laws; detainees held on warrants from other jurisdictions from the substantial amount of highway traffic through the County; some prison discharges on parole from State Prisons with local charges pending, and inmates held pursuant to a housing contract with the USMS or BOP.

7) *The number and placement of supervisory staff:* The Lieutenant, in addition to the overall responsibility of facility operations and the administration, manages issues related to the contracts with USMS and BOP. He also works closely with the other Lerdo managers to coordinate inter-facility staffing and overtime issues. The administrative Sergeant and Senior oversee many support services, a few of which are vehicles, keys, supplies, clerical staff, public issues, criminal complaints, inmate discipline, and inspections. Operations are handled by a Sergeant and/or a Senior Detentions 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:* GED classes are provided to general population inmates' weekdays in an effort to provide inmates with a sense of accomplishment and confidence, and enhance their ability to compete for employment in the community once released from custody. The Matrix program consists of education centered on drug or alcohol independence, ways to recognize triggers, and how to avoid common pitfalls. It is a 90 day program and once completed inmates become eligible for different release programs such as the electronic monitoring. They also can be considered for release to a group home to continue building on the tools the classes provided.

9) *Any applicable State or local laws, regulations, or standards:* There are no applicable State or local laws that apply to staffing in a county jail. State Regulations under Title 15 of the Board of State Community Corrections require adequate staffing to ensure inmate safety.

10) *The prevalence of substantiated and unsubstantiated incidents of sexual abuse:* The Kern County Sheriff's Office has had a few instances of staff misconduct which were promptly investigated and prosecuted. This has sent a strong message to staff that there is a zero –tolerance for sexual harassment or abuse. There were only (5) inmate on inmate reports of abuse at Max in 2015. These reports are detailed further in the annual facility report for Max.

11) *Any other relevant factors:* There are no other relevant factors at Max-Med that affect its ability to detect, prevent, and respond to issues of sexual abuse, assault, or harassment of inmates in its care and custody.