



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Sheriff's Office  
**Department No.:** 032  
**For Agenda Of:** November 15, 2016  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Sheriff Bill Brown 681-4290  
Director(s)  
Contact Info: Commander Kelly Hamilton 681-4326

**SUBJECT:** 3<sup>rd</sup> Quarter Grievance Oversight Coordinator Report

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence** N/A

As to form: No

**Recommended Actions:**

- a) That the Board receive and file the 3<sup>rd</sup> quarter report for 2016 from the Santa Barbara County Jail's Grievance Oversight Coordinator.
- b) Determine this action is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15378(b) (5), which are organizational or administrative activities of governments that will not result in direct or indirect physical changes to the environment.

**Summary Text:**

On February 16, 2016, the Board of Supervisors directed the Sheriff's Office to submit quarterly reports relating to grievance oversight within the jail. This 3<sup>rd</sup> quarter report for 2016 from the Grievance Oversight Coordinator (Attachment A), along with other recommendations by the Community Corrections Input Group (CCIG), will summarize the grievances related to medical and mental health.

**Background:**

For the 3<sup>rd</sup> quarter, the Grievance Oversight Coordinator (GOC) reported a decrease of just over 11% of medical related grievances from the previous quarter (39 down from 44). There was a total of 2,569 requests for medical related services, of which, 4.6% resulted in a grievance. During this same time period, there were 521 total jail grievances filed. The 119 medically related grievances filed represents 22.8% of the total number of grievances filed for the third quarter.

In additional to reviewing and overseeing Health Services grievances, Ret. Lieutenant Mark Mahurin facilitates the monthly Community Corrections Input Group (CCIG). During the 3<sup>rd</sup> quarter, the group

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convened on July 7<sup>th</sup>, August 11<sup>th</sup> and September 1<sup>st</sup> (Attachment B-meeting minutes). Through these meetings, the group was able to review and provide input on a draft of the new Inmate Rules Handbook as well as provide input and direction on a Memorandum of Understanding between the Sheriff's Office and the American Civil Liberties Union. The purpose of this MOU was to memorialize and define the purpose of the ACLU and the different means of communications available to the inmates for handling complaints. Prior to this MOU, the only option available for inmates to communicate with the ACLU volunteers was to submit a written request using the inmate request slip. After further discussion, the CCIG developed three (3) additional options for filing a complaint. They are:

1. Establish a ACLU P.O. box that allows inmates to send confidential legal mail. (Postage for indigent clients is provided at no cost to the inmate)
2. Provide confidential access to the ACLU SoCal 24-hour message line, at no cost to the inmate or the ACLU, through the inmate telephone system.
3. Provide confidential access to the ACLU through the 24-hour voice to text message system, at no cost to the inmate or the ACLU, through the inmate telephone system.

All of these suggestions were included in the agreed upon MOU (Attachment C) signed by the Sheriff and ACLU SoCal Director of Jails, Esther Lim.

Additionally, the group received presentations from the Jail's Inmate Programs Supervisor, Katie Ward, explaining the Breaking Recidivism and Creating Empowerment (BRACE) program, and was introduced to Corizon's Health Services Administrator, Donna Hanson. Ms. Hanson provided a brief presentation and overview of the changes currently underway with mental health treatment within the facility. She also provided an explanation of the jail's medication formulary and how it is applied. These presentations were well received and provided an opportunity for the group to gain a better understanding of Jail programs and Health Care services.

### **Performance Measure:**

None

### **Fiscal and Facilities Impacts:**

Budgeted: No

### **Fiscal Analysis:**

N/A

### **Attachments:**

- A. 3<sup>rd</sup> Quarter Report
- B. Meeting minutes of the Community Corrections Input Group
- C. MOU between the Sheriff's Office and ACLU SoCal

### **Authored by:**

Commander Kelly Hamilton