



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
Department No.: 032
For Agenda Of: 05/22/07
Placement: Administrative
Estimated Tme: NA
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors
FROM: Sheriff Bill Brown Ext. 4290
Contact Info: Mark Kulikov, Lieutenant Ext. 6196

SUBJECT: Facility type reclassification of the Santa Maria Branch Jail

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

As to form:

Recommended Actions:

That the Board of Supervisors:

- 1) Approve Budget Revision #2006740 from the Contingency Fund to increase appropriations in the Sheriff Custody Division for \$25,116 to complete the physical improvements necessary to qualify as a Type II facility.
- 2) Approve the addition of \$132,493 in the FY 2007-08 Recommended Budget for the Sheriff's Department for ongoing operation expenses related to the operation of the Santa Maria Branch Jail.

Summary Text:

In continuing efforts toward mitigation of jail overcrowding within the County of Santa Barbara, the Sheriff has directed research on maximizing the utilization of available bed space at the Santa Maria Branch Jail facility.

Under the current Corrections Standards Authority facility designation, the Santa Maria Branch Jail, as a Type I facility is permitted to detain inmates for a period of not longer than 96 hours. The Santa Maria Branch Jail facility is not presently able to hold inmates post arraignment, under the constraints of the Type I designation, with the exception of inmate worker volunteers. The current facility operational standards and policies are in compliance with a Type I designation.

Reclassification of the Santa Maria Branch Jail facility from a Type I to a Type II designation is necessary in order to fully utilize the available beds. A Type II designation will permit the Sheriff to utilize the facility for detention of persons pending arraignment, during trial, and upon sentence of commitment, without the 96-hour limitation.

Background:

A facility type reclassification feasibility study was completed and submitted to the Sheriff in December of 2006. This study concluded that facility type reclassification of the Santa Maria Branch Jail will require the following modifications in order to maintain compliance with CSA standards under a Type II designation:

- **Recreation Yard** (*Reference Title 15, section 1065(a): The facility administrator of a Type II facility shall develop written policies and procedures for an exercise and recreation program, in an area designed for recreation, which will allow a minimum of three hours of exercise distributed over a period of seven days. Such regulations as are reasonable and necessary to protect the facility's security and the inmate's welfare shall be included in such a program*).

At present, there is no functioning recreation yard located at the Santa Maria Branch Jail. The North Yard fencing remains intact; however, three secure property/evidence storage containers currently occupy the yard. Removal of these containers, surface preparation, plumbing upgrades to the yard facility and fountain and construction of a guard shack is necessary to restore the North Yard to operational condition. Yard modification estimates for removal of storage units, plumbing repair, surface prep, no climb installation on fence and guard shack is estimated at \$22,016.00.

- **Food Service:** Hot meals are presently served in the form of pre-prepared meals to the inmates housed at the Santa Maria Branch Jail. Under a Type II designation for longer term inmates, the pre-prepared meals currently provided will not meet requirements under current nutritional health standards. The kitchen would require extensive modification in order to meet current Environmental Health Standards for classification as a food preparation kitchen. Contract food service for the facility has been explored and potential vendors have been found to meet the requirements as listed in both Public Health and Corrections Standards Authority nutritional standards for inmates. Average cost for contract food service is \$3.75 per meal x 39 (population) = \$146.25 per day x 365 = \$53,381.25 per year.
- **Visitation:** (*Reference Title 15, section 1052a: For all inmates in a Type II facility there shall be allowed no fewer than two visits totaling at least one hour per inmate each week*).

The Santa Maria Branch Jail is equipped with one secure visitation booth which serves a double purpose for inmate worker visits and professional visitations. The room contains sufficient space to accommodate two secure visitation booths to accommodate the increase in visitation under a Type II designation. Minor modifications to the current booth are required. **Visitation booth modification costs are estimated at \$3,100.00**

- **Staffing Recommendation under Type II Designation:** (*Reference Title 15, section 1027 Number of personnel: A sufficient number of personnel shall be employed in each local detention*

facility to conduct at least hourly safety checks of inmates through direct visual observation of all inmates and to ensure the implementation and operation of the programs and activities required by these regulations. There shall be a written plan that includes the documentation of routine safety checks.

Whenever there is an inmate in custody, there shall be at least one employee on duty at all times in a local detention facility or in the building which houses a local detention facility who shall be immediately available and accessible to inmates in the event of an emergency. Such an employee shall not have any other duties which would conflict with the supervision and care of inmates in the event of an emergency. Whenever one or more female inmates are in custody, there shall be at least one female employee who shall in like manner be immediately available and accessible to such females.

Additionally, in Type IV programs the administrator shall ensure a sufficient number of personnel to provide case review, program support, and field supervision.

In order to determine if there is a sufficient number of personnel for a specific facility, the facility administrator shall prepare and retain a staffing plan indicating the personnel assigned in the facility and their duties. Such a staffing plan shall be reviewed by the Board of Corrections staff at the time of their biennial inspection. The results of such a review and recommendations shall be reported to the local jurisdiction having fiscal responsibility for the facility).

Note: Authority cited: Section 6030, Penal Code. Reference: Sections 6030, 6031 and 6031.1, Penal Code.

The current operational staffing levels for the Santa Maria Branch Jail are as follows:

- Four (4) operations teams consisting of (3) officers per team are assigned twelve (12) hour shifts with one (1) eight (8) hour flex day for a total of eighty (80) hours per two week pay-period.
- Each operational team shall have at least one female officer or one female employee assigned.
- Each operational team shall have at least one supervisor assigned. That supervisor shall be at least a Senior Corrections Officer (COII) or a Corrections Sergeant.
- One Lieutenant shall be assigned to oversee the facility operations.
- Emergency staffing levels for both day and night watch shall be two (2) officers.

Overtime tracking records from July 1, 2006 to present show that the Branch Jail Facility has covered 53% of the lost man hours with overtime coverage. Lost man hours are calculated on absences resulting from authorized vacations, sick, personal sick leave, work related injury sick leave and assigned training.

In 2006, in an effort to minimize overtime usage, the supervisor backfilled only those lost man hours with overtime when providing mandated female coverage or during the high booking potential operations. Specifically, parole sweeps, probation sweeps, DUI checkpoints, raids and scheduled events in the City and County which are likely to produce higher numbers of bookings. In short, the facility saved 22% of potential overtime expenditures by running at emergency staffing levels.

With the enhanced program mandates under a Type II designation, the Branch Jail cannot adequately operate at the previously designated "emergency" staffing level of (2) officers without compromising the safety and security of the inmates and staff. As such, it is anticipated that overtime expenditures in FY2007-08 will increase by an estimated \$79,112.00 annually from \$75,000.00 to \$154,112.00

Performance Measure:

Reclassification of the Santa Maria Branch Jail to a Type II facility will maximize the use of available bed space with a minimum of nine (9) and a potential maximum of seventeen (17) additional beds available for housing. The following chronology of Court Orders, issued relative to the Santa Barbara jail overcrowding demonstrates the increasing pressure being placed by the judicial system driving the need for continued mitigation measures and a new jail facility.

- California Department of Corrections and Rehabilitation Adult Detention Facilities Title 15 – Minimum Standards for Local Detention Facilities – 2005 Adult Regulations
- Santa Barbara Superior Court Order of August 2, 1988
- Santa Barbara Superior Court Order of February 13, 1989
- Santa Barbara Superior Court Order of February 23, 1990
- Santa Barbara Superior Court Order of January 24, 1996
- Santa Barbara Superior Court Order of September 22, 1998
- Santa Barbara Superior Court Order of September 7, 1999
- Santa Barbara Superior Court Order of December 29, 1999
- Santa Barbara Superior Court Order of April 2001
- Santa Barbara Superior Court Order of May 24, 2005

The County of Santa Barbara increasingly faces the risk of additional penalties and sanctions as long as jail overcrowding exists and increases.

Fiscal and Facilities Impacts: One time total estimated impact to the General Fund in FY2006-07: \$25,116.00

- Recreation Yard \$22,016.00
- Visitation Booths \$3,100.00

BRR #2006740 increase appropriations to allow for the projects identified above. Work will be completed by June 30, 2007.

On going/Annual estimated impact to the General Fund in FY2007-08: \$132,493

- Contract Food Service \$53,381.00

Overtime Expenditures \$79,112.00

It is expected that these costs will not be incurred until after June 30, 2007 and therefore are not an impact on FY2006-07.

Budgeted: No

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions:

Please send a copy of the minute order to CFO Doug Martin, Sheriff's Department

Attachments:

Budget Revision Request #2006740

Authored by: Lt. Mark Kulikov

cc: