

# **Kern County Sheriff's Office Detentions Bureau 2016 Pretrial Staffing Plan**

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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 infirmary medical cells 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.

In addition to normal minimum staffing levels, two additional Deputies are assigned administrative security duties from 7:00 am to 3:00 pm 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:**

- 1 Sergeant
- 2 Seniors
- 1 Senior assigned as the Lerdo patrol Deputy
- 1 Sheriff's Aide

Squad 1 Days	
Pods	15
M/C	1
INF	2
Court 1	1
S/E	3
Gate	1
<b>Total DD</b>	<b>23</b>

Squad 2 Days	
Pods	15
M/C	1
INF	2
Court 1	1
S/E	3
Gate	1
<b>Total DD</b>	<b>23</b>

Squad 3 Nights	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	2
Gate	1
<b>Total DD</b>	<b>21</b>

Squad 4 Nights	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	2
Gate	1
<b>Total DD</b>	<b>21</b>

**Limited Operation:**

- 1 Sergeant
- 2 Seniors – may be tasked to assist with line staff duties
- 0-1 Senior – may be reassigned as needed / Lerdo Patrol Deputy
- 1 Sheriff's Aide

Squad 1 Days	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	0-2
Gate	1
<b>Total DD</b>	<b>19-21</b>

Squad 2 Days	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	0-2
Gate	1
<b>Total DD</b>	<b>19-21</b>

Squad 3 Nights	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	0-1
Gate	1
<b>Total DD</b>	<b>19-20</b>

Squad 4 Nights	
Pods	14
M/C	1
INF	2
Court 1	1
S/E	0-1
Gate	1
<b>Total DD</b>	<b>19-20</b>

## Restricted Operation:

1 Sergeant

2 Seniors – will be tasked with facility operations / emergency duties

0 - Senior will be reassigned to emergency duties

1 Sheriff's Aide

Squad 1 Days		Squad 2 Days		Squad 3 Nights		Squad 4 Nights	
Pods	7-11	Pods	7-11	Pods	7-11	Pods	7-11
M/C	1	M/C	1	M/C	1	M/C	1
INF	1-2	INF	1-2	INF	1-2	INF	1-2
Court 1	1						
S/E	0-3	S/E	0-3	S/E	0-2	S/E	0-2
Gate	1	Gate	1	Gate	1	Gate	1
<b>Total DD</b>	<b>11-18</b>	<b>Total DD</b>	<b>11-18</b>	<b>Total DD</b>	<b>11-17</b>	<b>Total DD</b>	<b>11-17</b>

## Pre-Trial Facility Description:

The Lerdo Pretrial Jail facility opened in 1987, with an additional pod coming online in 1989. It is the Kern County Sheriff's Office (KCSO) largest detention facility, housing both male and female inmates with a maximum capacity of 1344 inmates. It operates seven pods, a medical infirmary, three classrooms, and multiple support offices. It is managed by a Detentions Lieutenant who oversees 18 supervisory staff, 95 detentions security staff, 4 sheriff's aides, and 9 civilian support staff. There are typically 2-16 mental health staff and 9 medical staff on-site daily. The facility operates on four twelve hour shifts.

The facility houses pretrial, un-sentenced and sentenced inmates, civil detainees, and parole violators. In 2011, the California Prison Realignment (AB109) began shifting non-violent, non-sexual, non-serious prisoners to county jails resulting in lengthy jail stays for some county inmates. To more efficiently handle the increased demand for bed space, the Sheriff's Office has taken a pro-active approach to inmate education, virtual custody, work release, and probation programs. Inmates meeting minimum qualifications for a program may be placed into one of the limited education classes available at the Pretrial facility, transferred to the Lerdo Minimum facility to participate in a broader selection of classes taught by Bakersfield Adult School, or processed into one of the out of custody programs.

Pretrial is a pod designed facility with a central Master Control area. Each pod has six housing units with eight upper level and eight lower double bunk cells. Each pod has a central observation control room which is staffed by one Deputy. Each cell and all dayrooms have intercoms allowing the inmates to communicate with the control room

Deputy. The Control Deputy has direct sight of all housing unit dayrooms, cell doors, and the recreation yard. The Deputy can monitor the contact and non-contact Attorney visiting rooms as well as the general non-contact public visiting rooms. On the lower level of the pod, the floor Deputy oversees the sally port area with views of each unit entrance door, the interview room, and staff office.

Outside of each pod unit entrance are small janitor closets with cleaning supplies that remain locked and each pod has an attached secure warehouse that is used by support staff such as maintenance, or mental health, medical record storage, or as inmate property storage. The facility features numerous other secure work areas which are used by the Chaplain, Librarian, Mental Health Staff, and Medical Supervisor. Additionally, there are three holding cells adjacent to the Master Control room.

The infirmary area contains seven cells for suicide watch inmates, five reverse isolation medical cells, five general medical cells, and a safety cell. Additionally, there are specific rooms that medical staff use for records, pharmacy and treatment supplies, patient treatment room, x-ray room, and dental area. Multiple medical staff and two Deputies staff this high traffic area 24/7.

The receiving / court area is another high traffic area where inmates are received from either the Sheriff's downtown reception facility or from one of the two other facilities at the Lerdo complex. It has an open receiving area, five windowed holding cells, an inmate dress out / x-ray body scanner area, and three small open storage rooms. There is a secure control room area staffed by one Sheriff's aide who oversees inmates in the five holding cells via camera monitors, controls access into the facility, and provides additional security oversight for the one court Deputy, and two search/escort Deputies assigned to the area.

The Master Control Deputy oversees the fire alarm system, tracking of inmate movement, as well as monitoring video cameras of the facility ingress and egress from hallways near the control room area, and the entrance into the receiving and infirmary areas and other points of ingress and egress. The Master Control Deputy also maintains the Facility count and routes all incoming phone calls to the Facility.

The facility features an audio/video surveillance system in some areas. The system is not monitored continuously but retains recordings for an extended period of time. Recordings and/or real time observation video may be viewed by a supervisor or the facility manager.

**The staffing plans detailed in this document were developed by the Kern County Sheriff's Office after considering the following factors:**

***Generally accepted detention and correctional practices:***

The Kern County Sheriff's Office continually evaluates National Institute of Corrections updates and updates received from other organizations. The Kern County Sheriff's Office is a member of the American Jail Association, and the National Sheriff's

Association. The Sheriff's Office maintains current communication with other jails inside and outside the State of California in an effort to ensure that the best correctional practices are being utilized to ensure the safety and security of the facility.

***Any judicial findings of inadequacy:***

The Kern County Sheriff's Office received a judicial ruling in Yeager v Kern (1987) which mandated that specific services be provided to pregnant and post-partum inmates from that point forward.

A second judicial ruling, Anderson v Kern (1990) mandated that the Kern County Sheriff's Office not exceed specified population totals. Additionally, the ruling mandated certain other conditions of confinement dealing with medical, staffing levels, dental, vision, and mental health care, language interpreters, access to courts, and classification of administratively segregated inmates.

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

The Kern County Sheriff's Office has not had any Federal investigative agency findings of inadequacy.

***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.

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

Due to the age of the facility, its design features areas within the jail with "blind spots". Some of those areas have been secured, while others restricted from inmate access.

***The composition of the inmate population:***

The composition of the Kern County Sheriff's Office Pretrial jail facility inmate population varies. Most of the inmate population are 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; and some prison discharges on parole from State Prisons with local charges pending. Additionally, some inmates are held pursuant to a housing contract with the US Marshal Service.

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

In addition to the overall responsibility of Pretrial operations and facility administration, the Lieutenant coordinates with the five other Lerdo Complex Lieutenants and the Division Commander, on issues of inmate safety, mental health, medical services, policy review, emergency preparedness, and public relations. 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. Security operations are staffed by a Sergeant and three Senior Deputies on each shift to oversee daily security and operational issues, respond to emergencies, and manage the schedules and overtime to ensure adequate staffing.

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

Programs in the Pretrial facility are conducted during the day shift and are available to both male and female inmates classified as general population or protective custody. They consist of GED classes to aid inmates once released in obtaining jobs that require completion of high school. The Parents on a Mission class teaches inmates about good parenting methods and skills that they can apply in parenting. 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.

Mental Health conducts classes during the day shift for males and females classified as general population or protective custody. The classes are called Seeking Safety. They are cognitive behavioral classes focusing on PTSD and substance abuse. They teach inmates to develop safer coping skills for healthier lifestyles, to change their behaviors and reduce recidivism. Inmates who complete the class become eligible for alternative release programs, outpatient mental health, and rehabilitation services.

***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.

***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 (19) inmate on inmate reports of abuse at Pretrial in 2015. These reports are detailed further in the annual facility report for Pretrial.

***Any other relevant factors:***

There are no other relevant factors at Pretrial that affect its ability to detect, prevent, and respond to issues of sexual abuse, assault, or harassment of inmates in its care and custody.