

Kern County Sheriff's Office – Ridgecrest Sub-Station Jail 2016 Staffing Plan

The staff positions outlined below are for security operational purposes. This staffing plan is a guideline and shall be flexible according to facility and departmental needs. Serious incidents may result in limited operations for varied amounts of time on limited occasions.

The staffing plan below establishes basic security staffing position and levels to ensure a safe and secure environment for inmates and staff.

Real time video monitoring of receiving, holding cells, live scan/dress out room and hallways shall provide additional inmate safety.

Staff positions identified for security operational purpose are guidelines and shall be flexible according to facility needs.

Serious/emergency incidents or staffing may result in restricted operation of the Ridgecrest facility.

Normal Operation:

This schedule provides full staffing for routine operations without incident.

Normal Operation: Sergeant*/Senior (except weekends)

Jail Office	*Night Sgt. On-duty 7 days weekly Day Sgt. On-duty Mon-Fri
Y	

Limited Operation:

This schedule reflects a reduction of staff and operations in one or more areas of the facility due to a limited or unexpected event.

Example of limited events: Tours, inspections, and training.

Example of unexpected events: Excessive ill staff, scheduling errors, hospital transportation runs.

Limited Operation: Sergeant*/Senior (except weekends)

Jail Office
Y

*Night Sgt. On-duty 7 days weekly
Day Sgt. On-duty Mon-Fri

Restricted Operation:

This schedule is utilized during critical incidents or emergency events that result in the halting of several or all facility operations and/or significant staff reduction.

Example of critical incidents: Inmate death, a major assault or inmate disturbance, and power disruptions.

Example of emergency events: Natural disasters, fire, riots, civil unrest, and terrorism.

Restricted Operation: Sergeant*/Senior (except weekends)

Jail Office
N

*Facility Closure

Ridgecrest Jail Facility Description:

The Kern County Sheriff's Office (KCSO) operates a type one jail facility in conjunction with its sub-station patrol operations in Eastern Kern County. The Ridgecrest jail opened in 1975 with a Board of State and Community Corrections rated bed capacity of 14, but averages only 3-4 inmates.

The Ridgecrest jail provides booking and short term housing accommodations for male and female inmates that have no immediate medical or mental health needs. Also, if no female Deputy is on duty, new female arrestees are transported to the Sheriff's Central Receiving Facility in Bakersfield. Inmates booked at the jail facility stay less than 24 hours due to daily transportation to the Sheriff's reception facility (CRF) in Bakersfield. Some stay over the weekend or holiday and are transported on the next court day, making 48-96 hour stays the maximum amount. During the week inmates transported from Bakersfield for court appearances in Ridgecrest court are held at the facility.

There are 3 (4) man cells, (2) single cells, and 1 holding cell. Ridgecrest jail has a jail/booking office, receiving/holding area which leads to three hallways, live-scan finger print; first hallway has two attorney booths and 2 (4) man cells, a shower is centered between the cells, laundry room. There is also a pipe chase that runs between the first and second hallways. The second hallway has a padded holding cell, kitchen, storage

room and janitorial supply closet. The third hallway has the (2) single cells, a storage cell, 1 (4) man cell with a shower centered between the single cells and a pre-booking holding cell at the east end of the third hallway, next to the booking room.

There is a sub-station Deputy Sergeant assigned to overall supervision of both the sub-station and jail; a Detentions Senior Deputy manages the jail staff and day to day operation issues. There are four Detentions Deputies, one per each 12 hour shift to staff the facility.

In developing the above staffing plan, the Kern County Sheriff's Office in conjunction with its Detentions Bureau and Ridgecrest 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 has had no judicial findings for the Ridgecrest jail facility.

3) *Any findings of inadequacy from Federal investigative agencies:* The Kern County Sheriff's Office Ridgecrest 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. The report for the 2014 inspection noted a lack of female staff when female inmates were present.

5) *All components of the facility's physical plant (including "blind-spots" or areas where staff or inmates may be isolated):* Blind spots due to physical design and opportunities for misconduct due to the staffing structure have been mitigated by the installation of a recorded surveillance system. The surveillance footage is routinely reviewed by supervisors to ensure compliance with KCSO policies.

6) *The composition of the inmate population:* Inmates detained in the Kern County Sheriff's Office Ridgecrest jail facility are mostly new or warrant arrests of local East Kern County citizens, or remand/commitments.

7) *The number and placement of supervisory staff:* The facility supervisor is on duty primarily during the day, and often fills in on other shifts for staff off on vacation, training, or ill. During shifts in which only line staff are on duty, there are sub-station patrol Deputies that come into the facility periodically.

8) *Institution programs occurring on a particular shift:* As a temporary holding facility there are no programs provided at the Ridgecrest jail.

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 not had any incidents of staff misconduct or sexual abuse of inmates at the Ridgecrest jail facility. KCSO installed a surveillance system which records all staff interaction with inmates while detained at the facility. This has been an effective deterrent against all KCSO policy violations.

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