

**REQUEST FOR BOARD ACTION
HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: August 15, 2018

SUBJECT: Detention Facility Space Needs Assessment

PRESENTER: Sheriff McDonald

ATTACHMENTS: Yes
1.) Copy of power point presentation

SUMMARY OF REQUEST:

Several months ago, the board approved funding for the Sheriff to commission a study of the detention center, with the intent to identify any known issues or concerns and have those matters brought back before the board so they may consider how to make them fit into a four-years fiscal plan. The Sheriff in turn contracted Steve Allan with Solutions for Local Government, Inc. and Karen Albert with Practical Solutions for Public Safety, Inc. to perform a space needs assessment and staffing analysis for the detention facility. This presentation is the summary of their findings and conclusion of needs assessed.

Main areas of concern:

- 1) Inadequate staff to properly manage the inmate population
- 2) Inadequate space to assess/treat and house inmates identified with but not limited to Mental health/serious medical conditions
- 3) Inefficient work flow in the intake and release area
- 4) Aging infrastructure systems.

BOARD ACTION REQUESTED:

The Board is requested to discuss the information provided, and direct Staff accordingly.

SUGGESTED MOTION:

No motion suggested.

Jail Space Assessment & Inmate Population Study



Henderson County Detention Center
"Jail Space Assessment & Inmate Population Study"

Project Components:

- Inmate population
 - *Bed needs*
 - *Projections*
- Facility Assessment
- Recommendations
- Next Steps

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Jail Space Assessment & Inmate Population Study

Study Process

- Time in the Facility
 - Day-to-day operations
 - Facility conditions
 - Individual Staff interviews
 - Formal meetings with
 - Administration
 - Medical
 - Classification
 - Housing Unit, Booking, Transportation Officers & Support personnel
- Research & Data Analysis
- Assessment & Review of Findings

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Clarification of Status

- Security Level
- Custody Level
 - Minimum
 - Medium
 - Maximum
- Classification
 - Mental Health
 - Medical
 - Behavior Management
 - Intake
 - Protective Custody
 - Restrictive Housing - Administrative
 - Work Program / Weekenders

Population	Males	Females
Mental Health	12	6
Medical	8	4
Protective Custody	10	3
Restrictive (Admin)	6	1
BMU	12	2
Intake	2	1
Max - GP	24	2
Medium	48	5
Minimum	32	6
WR/Weekender/Work Program	12	4
SubTotal	166	34

Bed Availability / Bed Utilization

Minimum Custody

- Minimum Custody

Medium Custody

- Medium Custody

Special Housing

- Behavior Management
- Restrictive Housing
- Protective Custody
- Maximum Custody

Intake

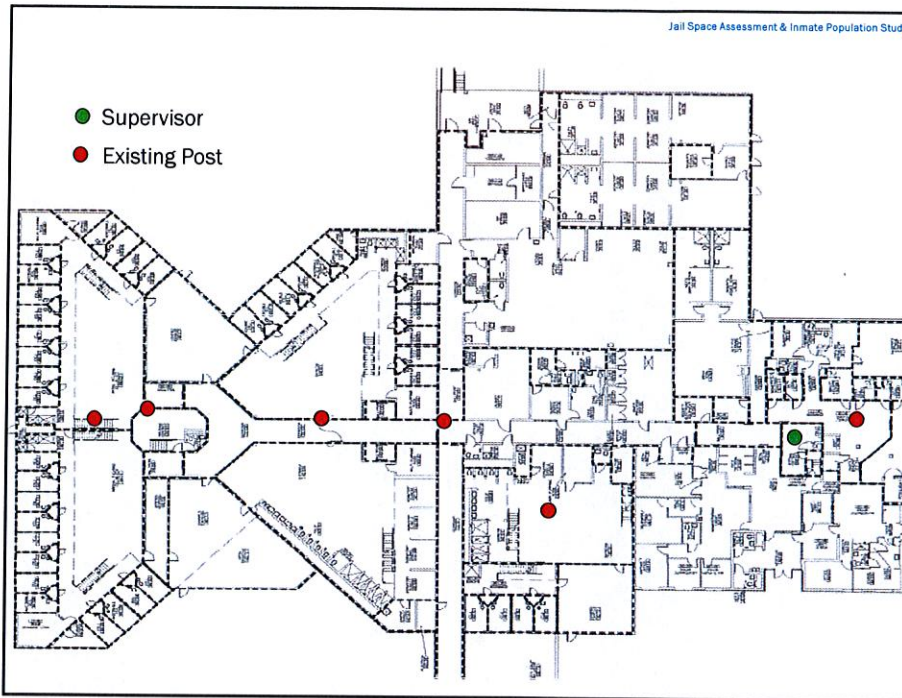
- Intake
- Medical
- Mental Health
- Protective Custody
- Weekenders

Women

- Mental Health
- Medical
- Protective Custody
- Restrictive Housing
- Behavior Management
- Intake
- Maximum Custody
- Medium Custody
- Minimum Custody

Work Release

- Not Used



Jail Space Assessment & Inmate Population Study

Professional Correctional Practice – Active Supervision of Inmates

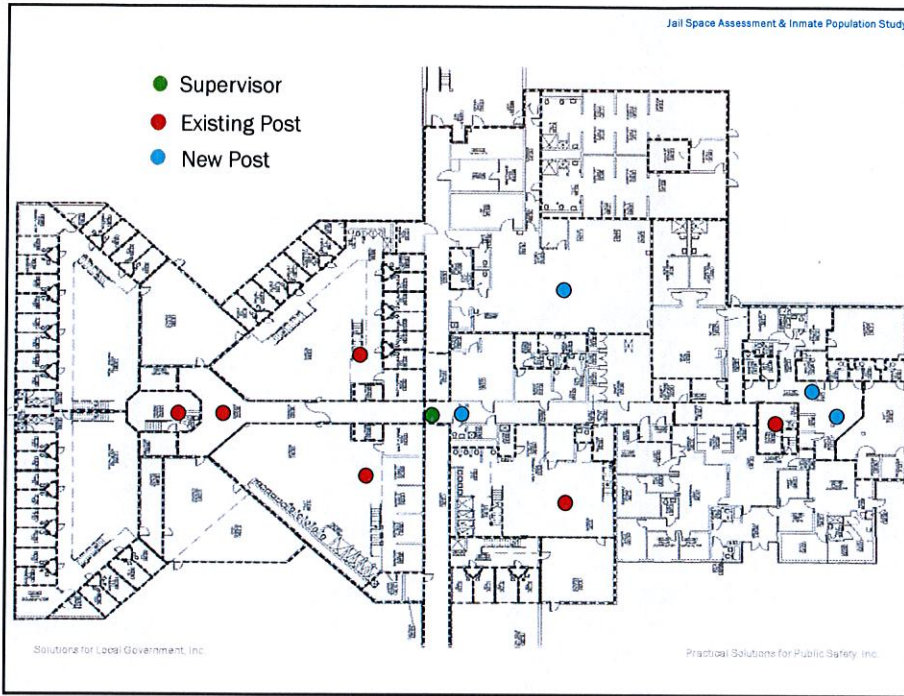
Proposed NC Jail Standard (Effective December 2018)
10A NCAC 14J .0601 SUPERVISION

(e) When an officer is assigned to supervise inmates as required by Paragraph (a), (b), and (c) of this Rule, a jail shall not assign the officer other tasks that would interfere with the supervision of inmates. These other tasks shall include:

- (1) delivering food to inmates;
- (2) preparing inmates for and transporting inmates to court;
- (3) escorting inmates to medical appointments;
- (4) performing inmate booking and release functions;
- (5) supervising inmates working in the jail; and
- (6) exchanging inmate's soiled clothing, bed sheets, and blankets with clean clothing, bed sheets, and blankets.

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Jail Space Assessment & Inmate Population Study

Projections

Jail ADP vs. Bed Requirements

Jail ADP	x	Bed Utilization	x	Classification Factor	=	Bed Requirements
2028 Baseline Projections						
187	x	1.088	x	1.157	=	235
2028 Alternative Projection Scenarios						
Population Scenario						
Admissions Scenario						
ALOS Scenario						

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Jail Space Assessment & Inmate Population Study

Projections

Baseline Data

Year	County Population	Total Admissions	Admissions Avg./Mo.	Population Avg./Day	Length of Stay Avg. # Days
2017	116,173	4661	388	173	13.55
2016	114,385	4638	387	141	11.00
2015	112,294	4344	362	152	12.77
2014	110,924	5017	418	167	12.15
2013	109,138	5139	428	159	11.29

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Jail Space Assessment & Inmate Population Study

Projections

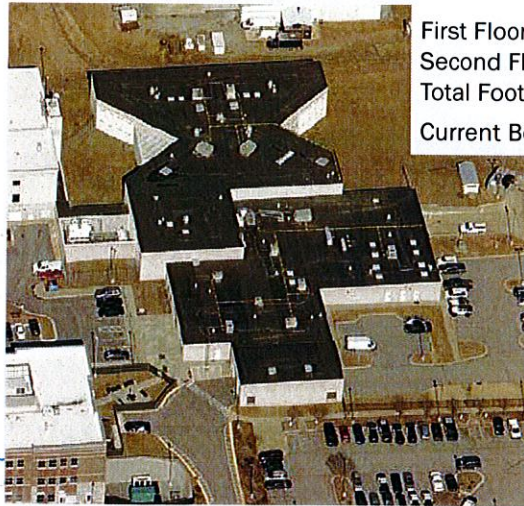
Jail ADP vs. Bed Requirements

Jail ADP	x	Bed Utilization	x	Classification Factor	=	Bed Requirements
2028 Baseline Projections						
187	x	1.088	x	1.157	=	235
2028 Alternative Projection Scenarios						
Population Scenario						255
Admissions Scenario						261
ALOS Scenario						278

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Facility Assessment



First Floor: 48,253 GSF
 Second Floor: 12,005 GSF
 Total Footprint: 48,870 GSF
 Current Bed Capacity: 254

Facility Assessment

HCDC Facility Assessment

Building Entrance Lobby

- Public access visitation monitors area accommodations & privacy are poor
- Access to/from the Central Control Room is via the Public lobby

Intake & Booking

- Arresting Officer processing area is too small
- Counter space containing arresting agency computer monitors is inadequate.
- There is no dedicated printer in the Arresting Officer processing area, i.e. must print to Booking Desk printer.
- Arresting Officers often use Intoxilyzer room computers to complete arrest reports; arriving officers needing Intoxilyzer must wait.
- There is no dedicated space for medical personnel to interview arrestees.
- Booking Officer counter work space is inadequate.
- There is no restroom for arresting officers within the processing area.
- Orientation of Booking Desk/Counter is inadequate.
- Primary booking area is too small to accommodate the activities assigned/required.
- Circulation between work stations is poor; print/photo, property packaging, release waiting, etc.
- The Intake process and Release/transportation circulation cross vs. move separately.
- Open seating for inmates waiting release should be directly visible from booking desk/counter work station(s).
- There is no staging area for in-custody inmates pending transport outside the jail; appointments, state prison, another jurisdiction, etc.

Medical

- The current Medical office space is much too small to accommodate the personnel assigned and conduct the exams and procedures that must occur within.
- The existing Housing Units cannot adequately accommodate the critical categories of inmates that classification/separation standards require, particularly:
 - Mental health
 - Substance addiction
 - Medical condition and/or physical disabilities

- There are no medical negative-pressure cells/chambers available for inmates with pending or diagnosed communicable disease(s).
- Booking cells are frequently used as "mental health" cells wherein medical personnel do not have continuous observation of inmate being confined.


Housing

- The security vestibules that allow access to/from the Medium and Minimum Housing units are poorly located.
- There are no private interview spaces convenient to the male housing units that can accommodate an inmate's visit with his/her attorney, clergy or other with whom visits may be necessary.
- The location of the multipurpose rooms within the Male Housing units is poor and do not provide the necessary live/direct views from the current Control room.
- The Housing control room does not have control, from within the room, of individual housing unit televisions or plumbing (water shut-off) controls normally designed into local detention facilities.
- There is a lack of appropriately located and sized program space within the facility wherein inmates can participate in various religious, educational and/or life skills programs.
- Housing units do not have convenient access to mops, brooms, and related cleaning materials necessary for maintaining their space(s); i.e. Janitor Closets.
- The minimum-security inmate worker dormitories (32 total beds) have been repurposed and are currently rarely occupied or used.
- The Officer's work station in Female Housing unit needs to be moved to permit better observation of outdoor exercise area.

General

- Mechanical problems with secure, remotely controlled sliding doors are becoming more and more frequent; door manufacturer is no longer in business.
- The facility does not have a designated Warehouse, i.e. single major storage area.
- There is no dedicated space within the facility for assigned maintenance personnel.
- The facility does not currently have an operational, monitored fire Alarm system.
- Plumbing system failures are becoming more frequent.

Jail Space Assessment & Inmate Population Study




You have housing space. **But;**

It's the wrong kind of space!

Facility Assessment Summary:

- Design
- Housing vs. Support
- Distribution of Beds
- Type of Beds
- System Controls
- Mechanical Issues
- Plumbing Systems



Vehicle Sallyport

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Jail Space Assessment & Inmate Population Study

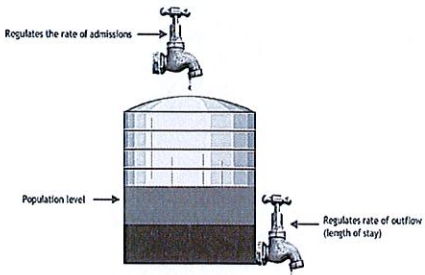
Bed Distribution Based on Projections

Population	Males	Females
Mental Health	17	9
Medical	11	6
Protective Custody	14	4
Restrictive (Admin)	7	1
BMU	17	3
Intake	3	2
Max - GP	33	3
Medium	67	7
Minimum	44	8
WR/Weekender/Work Program	16	6
SubTotal	229	49
Total		278

18% of total inmate population: Incarcerated more than 180 days

The Water Barrel Analogy

Average daily population is a function of admission rate and length of stay



Sustainability

- Likely Increase in Population
- Criminal Justice Planning
- Alternatives to Incarceration

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Recommendations: Physical Plant

- Renovate Booking to improve flow & function
- Renovate Female Housing to improve visibility
- Construct Healthcare Housing
 - Accomplish w/one additional post position
- Explore options to improve availability of program space

Projected Costs

- **New Construction/Renovation**

Booking/Intake & Release	3,500 GSF
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Medical/Mental Health Housing Unit	16,400 GSF
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Additional Costs TBD:

NEXT STEPS

- Fund current staffing needs.
- Contract for technical assessment of building systems; mechanical, electrical, plumbing.
- Contract for design services to refine & develop expansion concepts discussed.
- Develop an employee recruitment plan.
- Establish a Criminal Justice Coordinating Committee.