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| DATE: | FEBRUARY 1, 2019 |
| NUMBER: | R.11 |
| SUBJECT: | INMATE FACILITY ASSIGNMENT CRITERIA |
| RELATED SECTIONS: | R.1 , R.3 |

PURPOSE

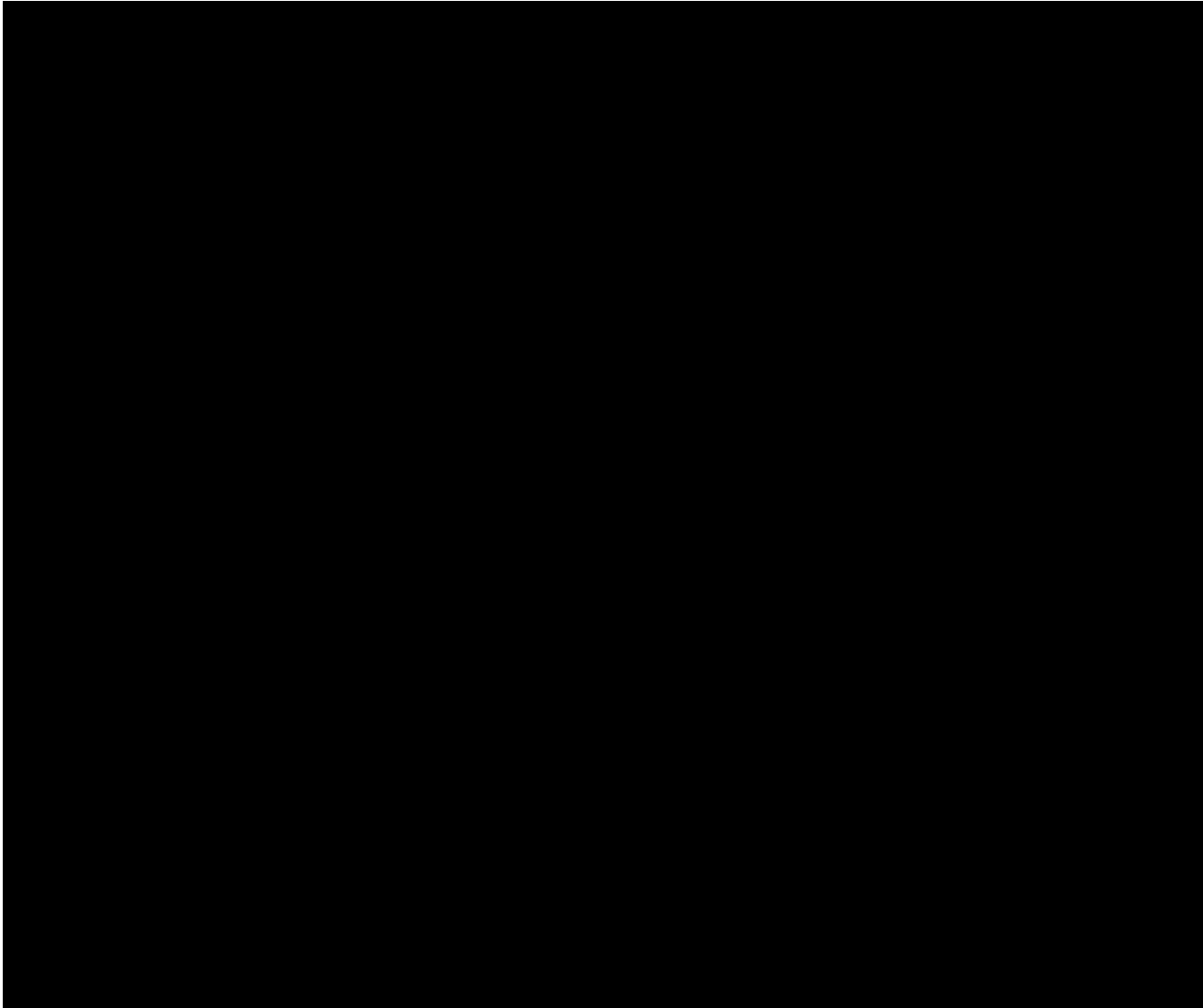
To facilitate the management and distribution of the inmate population among the detention facilities.

POLICY

All new inmates shall be screened for the purpose of assignment to an appropriate detention facility. The inmate population shall also be reviewed periodically, as needed, to identify inmates who have become eligible for transfer due to a legal or medical status change. Such a change may result in the reclassification of an inmate to a more appropriate custody level or housing assignment.

PROCEDURE

- I. The Jail Population Management Unit (JPMU) shall complete the inmate screening. After the inmate has been assessed, and assigned any applicable hazards, the inmate will be assigned to an appropriate housing area.
- II. Under normal circumstances, the Sheriff's Prisoner Transportation Detail (PTD), based on existing transportation schedules, shall facilitate the transfer of inmates. When there are no timely scheduled transportation runs, and the PTD has no one available for a special transportation run, the responsibility shall be handled by the individual facility. The watch commander's decision to transport inmates using facility personnel shall be based on housing availability, the necessity of the transport and the security needs of the facility.
- III. Deviation from the criteria established in Section IV, other than emergency situations, shall require the concurrence of the watch commander of the facility to which the inmates are being transferred. Documentation of such deviation shall be made in the Watch Commander Log. Due to the constant changes in inmate population and the need to maximize available bed space, facility transfer restrictions may be changed with the approval of both JPMU supervisors and Sheriff's command staff.
- IV. The following guidelines are meant to clarify the basic inmate housing criteria each facility can accommodate. Inmates will be assigned to the seven various facilities based on their individual housing criteria as follows:



“YES” Approved for housing “-” Not approved for housing
"YES*" – Denotes exceptions to the matrix as described below.

1. Facility 8 inmates must meet the following criteria:
 - a. No known significant disciplinary problems
 - b. Inmates with no bail may be considered (e.g., inmate arrested for probation violations.)
 - c. Inmates committed to state or local prison with an actual release date (ARD) of 5 years or less may remain at the facility until their scheduled transfer to prison necessitates their transfer to another facility.
 - d. Inmates with 3rd strike markers shall not be housed at Facility Eight.

2. East Mesa Reentry Facility (EMRF) may house un-sentenced post-arraignment inmates if they meet the following requirements:
 - a. No active holds (excluding ICE notifications) without pre-approval by a JPMU sergeant or above.
 - b. No bail over \$150,000 (excluding no bail probation violators, post release community supervision [PRCS] violators, Court Order to Produce [COTP], Parole Hold [PAR]).
 - c. No current open violent or assaultive charges
 - d. No known significant disciplinary problems
 - e. Inmates committed to state or local prison with an ARD of 5 years or less may remain at the facility until their scheduled transfer to prison necessitates their transfer to another facility.
 - f. Inmates with 3rd strike markers shall not be housed at the EMRF. Unsentenced inmates with only two strikes shall not be housed at EMRF.