

DATE:	JANUARY 14, 2020
NUMBER:	T.25
SUBJECT:	TRANSPORTATION FOR RELEASED INDIGENT INMATES
RELATED SECTIONS:	California Penal Code 4025

PURPOSE

To provide guidelines for the dispersal of Inmate Welfare Fund monies to cover the cost of transportation for released indigent inmates (those who have little or no funds upon release).

POLICY

Inmate Welfare Fund monies may be expended to provide indigent inmates with essential clothing and transportation expenses within the county or at the discretion of the Sheriff, transportation to the inmate's county of residence, if the county is within the state or within 500 miles of the County of San Diego.

PROCEDURE

- I. An indigent inmate may ask for transportation assistance at the time of their release. The detentions processing technician (DPT) shall direct the request to the watch commander or detention processing supervisor (DPS).

- II. NON-LOCAL TRAVEL
 - A. An Indigent Inmate Travel Voucher (J-82) form is issued to inmates who are released and reside within 500 miles of San Diego County or within the State of California.
 - B. The DPT will complete the appropriate sections of the J-82 form and have the inmate sign the form. The watch commander or DPS shall sign to authorize the J-82 form and make a copy.
 - C. Upon release, the inmate will deliver the original J-82 form to the Greyhound Bus Depot ticket counter. A ticket will be issued to the inmate for the designated destination.
 - D. The DPS of the issuing detention facility will scan a copy of the J-82 form to the Reentry Services Division (RSD) for payment from the Inmate Welfare Fund.
 - E. RSD will be billed by Greyhound for all travel vouchers expended.

- III. LOCAL TRANSPORTATION
 - A. Inmates who have less than \$5.00 in their account upon release from custody may be given a Limited Use Compass Card and/or taxi voucher (if releasing from East Mesa Reentry Facility or George Bailey Detention Facility).

- B. The DPT will complete the appropriate sections of the Indigent Inmate Transportation Voucher Log (J-81) form. Upon receipt of the card/voucher, the indigent inmate will sign in the appropriate section.
1. Limited Use Compass Card: One card shall be given to an inmate.
 2. Taxi Vouchers: One to five inmates can ride per voucher.
- C. At the end of each shift, the J-81 form will be scanned and saved to the appropriate online folder and the original sent to the RSD (MS S-286). The DPS or other designated person will maintain a supply of cards/vouchers and ensure an adequate supply is on hand between purchase requests.
- D. Replacement cards/vouchers will be purchased by the RSD with Inmate Welfare Fund monies.
1. The DPS, or other designated person, will prepare and scan the Reentry Services Division Purchase Request (RSD-101) form to the RSD.
 2. The RSD will process and deliver the cards to the requesting facility within 14 days of processing the RSD-101 form.