

DATE:	APRIL 29, 2022
NUMBER:	E.5
SUBJECT:	HOME DETENTION, RRC/WF VIOLATIONS AND REMANDS
RELATED SECTIONS:	P.C. 1170.06, 1203.016 - 1203.018, 1208 & DSB P&P E.4, O.1, N.1

PURPOSE

To establish rules and regulations for the Home Detention (HD) and Residential Reentry Center (RRC)/ Work Furlough (WF) programs.

POLICY

All approved program participants will be required to read, sign, and follow all the rules and regulations for Home Detention and RRC/WF. County Parole and Alternative Custody (CPAC) staff may provide assistance to ensure participants understand the rules and regulations. Violations will be subject to discipline. Incentives and sanctions are utilized to assist and enhance successful program completion.

PROCEDURE

I. DISCIPLINARY SANCTIONS

As part of the orientation process, participants placed on the program will be provided with a written copy of the rules and regulations (forms J-148 HD and J-166 RRC/WF). Participants will also be advised of expectations and non-compliance sanctions they can expect for violating the rules of the program.

Rule violations may result in the following:

- A. Verbal warning
- B. Written warning
- C. Restricted movement
- D. Mandatory or increased reporting
- E. Mandatory or increased drug or alcohol testing
- F. Mandatory or increased programming
- G. Step down from Home Detention to RRC/WF
- H. Loss of good time credits (4019 P.C.)
- I. Remand to a detention facility

J. Additional criminal charges

II. REPORTING PROCEDURES

A. Home Detention and Pretrial HD participants

1. CPAC deputies will follow the established procedures as outlined in Detention Services Bureau Policies and Procedures (DSB P&P) section O.1 as it relates to rule violation documentation.
2. All rule violations will be documented in the Jail Information Management System (JIMS) under "HDR" incident entry and approved by a CPAC supervisor.
3. Participants can appeal imposed discipline through the disciplinary appeal process.

B. RRC/WF participants

1. All facility specific minor rule violations will be handled internally by RRC/WF staff through their hearing process. CPAC staff will be notified of violations.
2. All major rule violations involving drugs, security and safety will be handled by CPAC deputies upon notification. CPAC deputies will document rule violations per DSB P&P section O.1 and any necessary crime/incident reports.

C. All grievances and appeals will be handled in accordance with DSB P&P sections N.1 and O.1.

III. PROCEDURES AND DOCUMENTATION OF REMANDS TO JAIL CUSTODY

A. Home Detention and Pretrial HD

1. CPAC deputies may be required to terminate participants from the HD Program and remand the participants to a detention facility. When practical CPAC deputies will instruct participants to report to the vendor's office with all the electronic monitoring (EM) equipment. Deputies will contact the participant at the vendor's office and transport the participant to the appropriate detention facility for processing.
2. If the participant is unable to arrange for transportation to the vendor's office, CPAC deputies may be required to locate the participant in the field. Upon locating and contacting the participant, CPAC deputies will transport the participant to the appropriate detention facility for processing and remove the global positioning system (GPS) device.
3. CPAC participants are in-custody of the San Diego County Sheriff's Department and have an assigned booking number. Therefore, upon a participant's remand to a detention facility, the detention facility will accept the transfer from CPAC. If

the facility believes there is a medical or security issue that requires transportation for further evaluation, the facility will be responsible to ensure the appropriate action is taken. The facility's sworn staff is responsible for any further transportation that is required.

4. All HD participants will be remanded by CPAC deputies, unless the participant is arrested for a new crime, then the arresting agency will remand the participant with the new charge as a "B" booking under the current booking number.
5. Documents needed for HD and Pretrial HD remands:
 - a. A Booking Intake/Personal Property Inventory (J-15) form shall be completed with the participant's current booking number. The charge will be determined by the penal code section on which the participant was approved for HD (1203.016, 1203.017, 1203.018 or 1170.06).
 - b. "B" bookings shall have a J-15 form completed by the arresting officer and a County Parole & Alternative Custody Remand (J-165) form will be completed by a CPAC deputy and turned into the facility's Detentions Processing Division (DPD).
6. CPAC deputies will complete the entries in JIMS, update the Officer Notification System (ONS) and Active List and forward the participant's case file to DPD.

B. RRC/WF

1. During normal business hours, Monday-Friday except holidays, CPAC deputies will remand all RRC/WF.
2. After normal business hours and holidays:
 - a. RRC/WF staff will notify the on-call CPAC deputies and supervisor. CPAC deputies will coordinate and process the remand.
 - b. Probation staff will remand their own participants. In the event Probation staff are not available for the remand, Probation staff will ask for assistance from CPAC staff to coordinate the probation remand.
3. CPAC deputies will locate the participant at RRC/WF, remove the GPS device, and transport them to the appropriate detention facility.
4. When remanded to jail, participants are not to bring any property with them other than: wallet, clothes, jewelry (they are wearing), identification, and cell phone. It is the participant's responsibility to have a family member pick-up their remaining belongings from RRC/WF within 30 days.
5. Documentation needed for remands:
 - a. For Sheriff's participants, a J-15 form shall be completed with the participant's current booking number. The charge will be "1208 Violation."

- b. For Probation participants, a J-15 form shall be completed with the participant's current booking number. The charge will be "WF Re-class."
- c. RRC/WF staff shall provide the proper documentation indicating the remand.
- d. If RRC/WC staff initiates the remand, they will complete the rule violation hearing on the participant before the participant is remanded.
- e. If a CPAC deputy initiates the remand, a JIMS Status Report or a Rule Violation Report (RVR) will be completed by the CPAC deputy and a hearing will be completed by a CPAC supervisor.
- f. Transporting staff will be provided with a packet containing the J-15 form, the RRC/WF letter (required only for probationers), a sentencing calculation sheet, court minutes, and plastic property bag. The packet will be delivered to the DPD upon arrival.
- g. CPAC staff will complete the entries in JIMS, update the ONS and Active List and forward the participant's custody records to DPD.