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| DATE: | MAY 9, 2022 |
| NUMBER: | I.59 |
| SUBJECT: | ACCESS TO DRINKING WATER |
| RELATED SECTIONS: | G.1 , I.21 , M.5 |

PURPOSE

To establish guidelines for the provision of drinking water when the water supply to an incarcerated persons' holding area has been impacted or shut-off.

POLICY

The design of a local detention facility will comply with provisions of the California Code of Regulations, Title 24 – Minimum Standards for the Design and Construction of Local Detention Facilities. As such, toilets, wash basins and drinking fountains must be provided in temporary holding cells, staging cells, sobering cells, single-occupancy cells, double-occupancy cells, dormitories, etc. There may be instances that necessitate shutting off water to such fixtures (e.g., medical condition, maintenance issues, intentional flooding). The watch commander will be immediately notified of events requiring the water to be shut-off. In all instances, Sheriff's staff will be observant, make necessary notifications and maintain documentation in the Jail Information Management System (JIMS) on a status report for Incarcerated Persons (ISR) utilizing the dropdown "WTR – WATER RESTRICTION." Health staff will evaluate the incarcerated person's well-being and provide follow-up instructions.

PROCEDURES

I. MEDICAL CONDITIONS

- A. Health staff will advise the watch commander of any individual that necessitates water/fluid modification. An individualized medical plan will be developed by a psychiatrist and/or physician for any incarcerated person on water/fluid modification. Health staff will inform sworn staff of the medical plan (e.g., providing daily water in a container) for an incarcerated person on water/fluid modification (e.g., hydration monitoring/needs, weight monitoring, dayroom/shower restrictions).
- B. Any incarcerated persons on a water/fluid modification for medical or mental health reasons will be moved to appropriate medical housing [Medical Observation Housing (MOB) or the Psychiatric Stabilization Unit (PSU/WPSU)] for closer monitoring by health staff.
- C. Health staff should monitor the incarcerated person's health including periodic weight measurement and strict intake/output measurement (i.e., fluid intake, urine output and meal consumption) as ordered by the provider.
- D. Health staff will document such health monitoring, vital signs and current condition in the incarcerated person's health record.
- E. Sworn staff will document the individualized medical plan related to the water/fluid modification in JIMS on an ISR.

II. MAINTENANCE ISSUES

- A. Sworn staff will notify the watch commander of any maintenance related issues (e.g., major water leaks, sewage back-ups, facility damage) affecting any area of the facility that would necessitate a water shut-off.
- B. The watch commander will determine the appropriate course of action during a maintenance related water shut-off, including but not limited to:
 - 1. Providing drinking water to incarcerated persons
 - 2. Movement of incarcerated persons to a non-affected area of the facility
 - 3. Transfer of incarcerated persons to another facility
 - 4. Emergency maintenance "call-out" in accordance with Detention Services Bureau Policies and Procedures (DSB P&P) section G.1.
- C. Sworn staff will promptly notify the appropriate maintenance/facilities staff to schedule the repair or replacement of the affected water system.
- D. The watch commander will make an entry in the Watch Commander's Log indicating any area(s) of the facility with a maintenance related water shut-off.

III. SAFETY ISSUES

- A. Sworn staff will notify the watch commander of any incarcerated person that is intentionally overflowing their sink or toilet ("flooding"), causing an unsafe condition for themselves/others or damage to property.
- B. The watch commander will determine if water in a cell should be temporarily turned off.
 - 1. Every shift, the watch commander will review and determine the need to continue the water shut-off.
 - 2. The watch commander will document in the Watch Commander's Log any incarcerated person housed in an area with the water shut off for safety reasons.
- C. Sworn staff will document the incident in JIMS on an ISR. The ISR will include the notifications made and any subsequent actions taken.
- D. The deputy responsible for monitoring the incarcerated person shall ensure drinking water is available to the individual and offered during every safety check when the person is awake and during scheduled mealtimes (breakfast, lunch, dinner). The deputy will make a notation in the incarcerated person's JIMS history using the dropdown "WATR – WATER OFFERED." A note will be added with the entry to describe if the individual accepted, refused, or was not offered drinking water.

- E. Sergeants and watch commanders shall review the incarcerated person's JIMS history log entries in conjunction with their "Supervisor Log Review," as outlined in DSB P&P section I.21.
- F. During the course of a water shut-off due to safety issues, if sworn staff observes a decline in the incarcerated person's health, or it is believed the individual's health may be affected, health staff will be immediately notified. Health staff will conduct an assessment of the person's condition and, if required, appropriate action will be taken in compliance with DSB P&P section M.5.
- G. The deputy responsible for monitoring the incarcerated person shall periodically, but no less than twice per shift, attempt to flush the incarcerated person's toilet. Prior to flushing, the deputy will ensure the toilet is free of excess materials (e.g. trash, clothing) that may cause flooding. The deputy will notify sworn supervisors if the toilet cannot be flushed for any reason.
- H. When water to the cell is restored, the deputy will notify the watch commander and document the information in an ISR. The watch commander will document the conclusion of the water shut-off in the Watch Commander's Log.