

DATE:	NOVEMBER 30, 2023
NUMBER:	R.11
SUBJECT:	INCARCERATED PERSON FACILITY ASSIGNMENT CRITERIA
RELATED SECTIONS:	<a href="#">R.1</a> , <a href="#">R.3</a>

## PURPOSE

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

## POLICY

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

## PROCEDURE

- I. The Jail Population Management Unit (JPMU) shall complete the incarcerated person screening. After the incarcerated person has been assessed and assigned any applicable hazards, the incarcerated person will be assigned to an appropriate housing area.
- II. Under normal circumstances, the Sheriff's Transportation Unit (STU) shall facilitate the transfer of incarcerated persons based on existing transportation schedules. When there are no timely scheduled transportation runs, and the STU 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 incarcerated persons 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 of this policy, other than for emergencies, shall require the concurrence of the watch commander of the facility to which the incarcerated persons are being transferred. Documentation of such deviation shall be made in the Watch Commander's Log. Due to the constant changes in incarcerated person population and the need to maximize available bed space, facility transfer restrictions may be changed with the approval of both JPMU supervisors and the Commander assigned to oversee JPMU.
- IV. The following guidelines are meant to clarify the basic incarcerated person housing criteria each facility can accommodate. Incarcerated persons will be assigned to the seven various facilities based on their individual housing criteria as follows:

<u>HOUSING CRITERIA</u>	<u>SDCJ</u>	<u>GBDF</u>	<u>VDF</u>	<u>LCDRF</u>	<u>SBDF</u>	<u>EMRF</u>	<u>RMDF</u>
Level 1-3	YES	YES	YES	YES	YES	YES	-
Level 4	YES	YES	YES	YES	YES	YES	YES
Level 5	YES	YES	YES	YES	YES	-	YES
Level 6	YES	YES	YES	YES	-	-	-
Greenbanders	YES	YES	YES	YES	-	-	-
Females	-	-	YES	YES	-	-	-
Pre-Arrestment	YES	YES	YES	YES	YES	YES*	YES
Post-Arrestment	YES	YES	YES	YES	YES	YES*	YES
Sentenced	YES	YES	YES	YES	YES	YES	YES
Prison Returnees	YES	YES	YES	YES	YES	-	YES
Parole Holds	YES	YES	YES	YES	YES	YES	YES
Prison Commits	YES	YES	YES	YES	YES	YES*	YES
OP Step Down Unit	YES	-	-	YES	-	-	-
Medical Observation (MOB)	YES	YES	YES	YES	-	-	-
Psychiatric Stabilization Unit (PSU/WPSU)	YES	-	-	YES	-	-	-
Jail Based Competency Treatment (JBCT)	YES	-	-	-	-	-	-
Administrative Separation	YES	YES	YES	YES	YES	-	-
Protective Custody	YES	YES	YES	YES	YES	-	-
SVP	-	-	YES	-	-	-	-
Youthful/Advanced Age	YES	YES	YES	YES	-	-	-
"Intermittent wheelchair"	YES	YES	YES	YES	YES	YES	YES
Wheelchair user	YES	-	-	YES	-	-	YES

“YES” Approved for housing

“-” Not approved for housing

"YES\*" – Denotes exceptions to the matrix as described below.

- A. East Mesa Reentry Facility (EMRF) may house un-sentenced pre-arrestment or post-arrestment incarcerated persons if they meet the following requirements:
1. No active holds (excluding ICE notifications) without pre-approval by a JPMU sergeant or above.
  2. No bail over \$150,000 for Dorms A-D and no bail over \$350,000 for Houses 3 and 4 (excluding no bail probation violators, post release community supervision [PRCS] violators, Court Order to Produce [COTP], Parole Hold [PAR]).
  3. “No bail” on field arrests and “no bail” for proceedings cannot be housed at EMRF.

4. No known significant disciplinary problems.
  5. Incarcerated person committed to state or local prison with an Accelerated Release Date (ARD) of five years or less may remain at the facility until their scheduled transfer to prison necessitates their transfer to another facility.
- B. Housing accommodations will be made for incarcerated persons who require the use of a wheelchair.
1. Incarcerated persons in wheelchairs will not be housed at GBDF, EMRF, VDF, and SBDF. Incarcerated persons in wheelchairs will be housed at SDCJ, LCDRF, and RMDF.
  2. Incarcerated persons in wheelchairs will not be accepted for intake at VDF. The arresting officer will be directed to book their arrestee at LCDRF or SDCJ.
  3. The restrictions in subsections 1 and 2 do not apply to incarcerated persons with an "intermittent wheelchair" designation.
    - a. "Intermittent wheelchair" describes an incarcerated person who does not have or use a wheelchair in housing and is only provided a wheelchair for assisted transport or long distance movement.
  4. The restrictions in subsections 1 and 2 do not apply to an incarcerated person who refuses wheelchair accessible housing. An individual with a disability may decline an accommodation, aid, service, opportunity, or benefit. .