

<b>DATE:</b>	MAY 18, 2022
<b>NUMBER:</b>	T.25
<b>SUBJECT:</b>	CLOTHING AND TRANSPORTATION FOR RELEASED INDIGENT INCARCERATED PERSONS
<b>RELATED SECTIONS:</b>	California Penal Code 4025

PURPOSE

To provide guidelines for the dispersal of Incarcerated Person Welfare Fund monies to cover the cost of essential clothing and/or transportation for released indigent incarcerated persons (those who have little or no funds upon release or have no suitable personal clothing items).

POLICY

Incarcerated Person Welfare Fund monies may be expended to provide indigent incarcerated persons with essential clothing and transportation expenses within the county or at the discretion of the Sheriff, transportation to the incarcerated persons county of residence, if the county is within the state or within 500 miles of the County of San Diego.

PROCEDURE

- I. Essential clothing is defined as shirt, shorts, socks, footwear and undergarments that match the incarcerated persons gender identity. Any incarcerated person who does not have suitable clothing at the time of their release (e.g., missing, damaged, ill-fitting, or soiled clothing) is eligible to receive indigent clothing, regardless of the amount of funds they possess. The indigent clothing will be provided by the Reentry Services Division (RSD). The clothing will be distributed as needed by the stock clerk assigned to the property room, at the time of the release. As an alternative option, incarcerated persons may be allowed to keep the jail issued socks and undergarments as needed, but at no time will any incarcerated person be allowed to keep uniforms or t-shirts with "SD JAIL" silk screened on them.
- II. An indigent incarcerated person 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 Detentions Processing Supervisor (DPS).
- III. NON-LOCAL TRAVEL
  - A. An Indigent Incarcerated Person Travel Voucher (J-82) form is issued to incarcerated persons 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 incarcerated person sign the form. The watch commander or DPS shall sign to authorize the J-82 form and make a copy.

- C. Upon release, the incarcerated person will deliver the original J-82 form to the Greyhound Bus Depot ticket counter. A ticket will be issued to the incarcerated persons for the designated destination.
- D. The DPS of the issuing detention facility will scan a copy of the J-82 form to RSD for payment from the Incarcerated Person Welfare Fund.
- E. RSD will be billed by Greyhound for all travel vouchers expended.

#### IV. LOCAL TRANSPORTATION

- A. Incarcerated persons who have less than \$5.00 in their account upon release from custody may be given a Limited Use PRONTO 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 Incarcerated Person Transportation Voucher Log (J-81) form. Upon receipt of the card/voucher, the indigent incarcerated individual will sign in the appropriate section.
  - 1. Limited Use PRONTO Card: One card shall be given to an incarcerated person.
  - 2. Taxi Vouchers: One to five incarcerated persons 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 (Mail Stop 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 Incarcerated Person 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.