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October 14, 2008

Memorandum

To: Board of County Commissioners
From: Commissioner Faye Stewart
Re: Public Safety Priority Worksession

At the September 18th meeting of the Lane County Public Safety Coordinating Council (PSCC), the PSCC reviewed their workplan for 2007-08 and discussed critical items for inclusion for 2008-09. Chair John Clague asked Commissioner Faye Stewart to convene a committee with the intent to bring together a small group representing top level law enforcement officials throughout Lane County to discuss the most critical criminal justice system needs and how collectively we might address them through cooperation or additional funds. At that time, the fate of Secure Rural Schools funding was unknown and tenuous and it was unknown what steps the county would do to address the current crisis in the system.

As directed, Commissioners Stewart convened the Committee on October 3. The following representatives participated:

Debra Vogt, Circuit Court Judge
Doug Harclerod, District Attorney
Alex Gardner, District Attorney Elect
Mike Bloom, Lieutenant, Oregon State Place
Maury Sanders, Chief of Police, City of Florence
Jerry Smith, Chief of Police, City of Springfield
Tom Turner, Undersheriff, Lane County Sheriff's Office

Others who plan to attend the second meeting of the group include:

Russ Burger, Sheriff, Lane County Sheriff's Office
Mike Grover, Chief, Cottage Grove Police
Chuck Tilby, Captain, Eugene Police Department

On that same day, Lane County received news that HR 1424, the Emergency Economic Stabilization Act of 2008, which includes federal Secure Rural Schools funding, was approved by Congress and signed into law by President Bush. The conversation in the committee shifted to what should be the priority of Lane County in making budget decisions for these at least partially reinstated resources.

Commissioner Stewart asked each member in turn what they believed to be the top priority for funding and for collaborative efforts across jurisdictions. Every member stated that adult corrections facilities are by far the #1 priority and that it is critical to find some way to restore and increase jail capacity immediately.

Florence Police Chief Sanders shared with the Committee that the Florence City Council had directed the Police Department to convert their lockup facility, which can hold inmates up to only 36 hours, excluding holidays, into a local correctional facility, which can hold inmates for more than 36 hours. He said this decision was the result of the city's attempt to meet the public safety needs of citizens of the City of Florence as the county jail was and remains insufficiently funded or staffed. He said their data shows a reduction in crime in the City of Florence when comparing 2007 to 2008 when they transitioned to a local correctional facility. An email from Chief Sanders with more data, detail on their facility, and the impact of County Jail capacity reductions on Western Lane County is attached.

Most if not all of the members of the PSCC Public Safety Workplan Committee will be present at the October 21st Worksession to continue this conversation. At that time, they will provide any additional material they feel the Board should be aware of and answer any questions from Commissioners.

SOWARDS Susan R

From: SANDERS Maurice K [Maurice.Sanders@florenc.e.ris.lane.or.us]
Sent: Thursday, October 09, 2008 11:01 AM
To: SOWARDS Susan R
Subject: Information As Requested from Florence Police Department

Susan,

In response to your request for information in regard to the reclassification of our jail, I have included below the agenda item that laid out all of the information you are seeking when we initiated this process in November of 2008, which is at the end of this email.

We have put door slots in place and converted a holding cell to a visit room. We are looking into doing the surveillance system improvements in the next 2-3 months. We are experiencing loss police officer time having to send 4 to a 5 week DPSST Academy for certification training, the status of which is one has completed it and another is scheduled to go in about a month. Our actual operational costs appear to be less than anticipated as we are using costs to control our inmate population.

The agenda item was just the beginning, but upon its approval, it clearly shows the Florence City Council's commitment and expense involved in keeping the City of Florence a safe place to live, work, play, or just visit. The motive was clearly the result of our city's attempt to meet the public safety the needs of citizens of the City of Florence as our county jail was and remains insufficiently funded or staffed. As the county went through its budgetary crisis where the unfortunate result was county public safety becoming the shell of what it once was, but criminals in Florence were being held accountable with our jail.

Currently our inmate numbers from reclassification to a Local Correctional Facility in March of 2008 are as follows:

Jail Information

	August	YTD (3/08)
Number of males booked in	44	318
Number of females booked in	12	71
Average daily population	3.56	4.33

Ave # days in custody per inmate	1.97	3.08
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	September	YTD (3/08)
Number of males booked in	48	322
Number of females booked in	8	67
Average daily population	2.93	4.48

Ave # days in custody per inmate	1.57	2.84
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The longest sentence we can hold an inmate is 90 days. The longest stay by any inmate so far has been 62 days. This entire project is still in its infancy as the process is ongoing. We continue to monitor what is occurring and manage our inmate population to include Parole and Probation sanctions locally. The Municipal Court Judge, the Sheriff's Parole and Probation Officer, and I work as a team to make the most efficient use of our limited jail beds.

In terms of potential actualized impacts in the community it is our opinion that the Florence Jail is a significant component of those impacts. The following table is created from our Monthly Reports to the Florence City Council. The source for this data comes from the 911 PSAP Computer Aided Dispatch (CAD). This data is as of September 30, 2008 and reflects what we have seen to date in calls for service.

Calls For Service (CFS) for Burglaries from January 1, 2008 to June 30, 2008

	Inside City	Inside UGB	Outside UGB	Total Outside City
Jan	3	1	4	5

10/9/2008

Feb	5	0	7	7
Mar	2	0	1	1
Apr	2	2	4	6
May	6	2	1	3
Jun	4	2	6	8
July	3	2	7	9
Aug	2	1	3	4
Sep	2	1	3	4
Totals	29	11	36	47

Tracking was initiated in January of 2008 of these calls for service. These are the reported calls for service with the complaint being burglary, theft, or vehicle theft and do not necessarily reflect what the actual call for service ended as in terms of classification. Please note this data does not reflect those incidents reclassified as burglaries from other offenses that may be reflected in the Oregon Uniform Crime Report data or those calls classified as burglaries that may be or have been subsequently reclassified from burglary to some other crime or unfounded as a crime, which is why the CFS data may not balance with the OUCR data in the following table.

As a side note the Florence Police Department does not respond to calls for service inside or outside of the Urban Growth Boundary, except in mutual aid situations, i.e. cover a deputy sheriff on a call. Finally we do not know if the numbers when comparing the calls for service for burglary for the city and county for the PSAP area of Western Lane County are historically similar to the same period last year or different.

In further discussion of actualized impacts of the establishment of our jail as a local correctional facility in Florence can be seen in our crime statistic comparison. There are other variables, but it is our opinion that having a full service jail in our city is one of the primary causal factors for the numbers realized.

The following table reflects current OUCR Part 1 Crime numbers for the first six months of 2008 as compared to 2007.

**Florence Police Department
Part 1 Crimes
Criminal Justice Statistics
2008**

Source: Submitted Data from Florence PD for Oregon Uniform Crime Report OUCR

Part 1	Jan	Feb	Mar	Apr	May	Jun	YTD
Arson	1	1	0	0	0	0	2
Assault	0	0	0	0	0	0	0
Burglary	4	8	2	1	6	3	24
Homicide	0	0	0	0	0	0	0
Rape	0	1	1	0	0	0	2
Robbery	1	1	0	0	0	0	2
Theft	14	11	20	17	30	21	113
Vehicle Theft	3	0	1	0	1	2	7
Total	23	22	24	18	37	26	150

**Florence Police Department
Part 1 Crimes
Criminal Justice Statistics
2007**

Part 1	Jan	Feb	Mar	Apr	May	Jun	YTD
Arson	0	1	0	0	0	2	3
Assault	0	0	0	0	0	0	0
Burglary	7	12	9	7	7	3	45
Homicide	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0

Robbery	1	0	0	0	0	0	1
Theft	17	15	31	26	34	22	145
Vehicle Theft	0	4	1	4	4	4	17
Total	25	32	41	37	45	31	211

Numbers do not tell the whole story as does neither an agenda item itself. The people in the trenches fighting the war on crime in our area have been talking positively about our municipal jail and the impacts of having it.

- An OSP Trooper recently stated he has people become extremely agitated and in some case aggressive when they find out they are being taken to Florence Jail and not the County Jail because they know they will not be released.
- Our Sheriff's Department Parole and Probation Officer here in Florence stated her clients want nothing to do with the Florence Jail due to the fact I am making our local jail available for sanctions of local probationers whose actions impact Florence directly.
- Our Municipal Court Judge has seen people come forth and pay fines when faced with actual jail time and realizing the reality of it, and some from people who have had no recent history of paying.
- Florence staff members, officers and auxiliary, who work in our jail have experienced multiple people getting very upset they were informed they were not being transported to Lane County Jail where they had expected to be "matrixed" out upon arrival and realized they were being held accountable in custody.
- Florence police officers report the word out in the street from the criminal element of society whom they have contact as being very negative for those who choose to incur "brushes with the law" in regard to the city having a jail, which is what we were expecting.

In conclusion there is a significant amount of information as this process continues which I would like to share, but in my opinion would be "overkill" for what I believe you are seeking. The citizens of Florence need to have a full functional county jail as a critical component of our criminal justice system for those who are unsuitable for incarceration in our local jail facility. There may be potential partnerships and collaboration opportunities within the jail system of the county and cities that have jails. It is my hope that the renewed Secure Rural Schools funding is utilized to place restoring our county jail to its full capacity as the primary priority.

I hope this information is of benefit for you and meets your need. Please let me know if I can be of further assistance.

Maury.

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AGENDA ITEM SUMMARY

ITEM NO:

FLORENCE CITY COUNCIL

Meeting Date: November 5, 2007

Department: Police

ITEM TITLE: Florence Police Department Jail Facility – Reclassification from Lockup Status to Local Correctional Facility Status

DISCUSSION/ISSUE:

Background

During the budget process direction was provided for the department to examine the feasibility of reclassifying our lockup to a jail facility. An additional \$15,000 was allocated in the jail expense line item budget of the department for the last half of the current fiscal year to provide funds for this reclassification.

"Local correctional facility" means a jail or prison for the reception and confinement of prisoners that is provided, maintained and operated by a county or city and holds persons for more than 36 hours, while a "Lockup" means a facility for the temporary detention of arrested persons held up to 36 hours, excluding holidays, Saturdays and Sundays, but the period in lockup shall not exceed 96 hours after booking. The current Florence Police Department Jail Facility meets the standards of 169.077 ORS as a lock up facility and remains authorized by Oregon Department of Corrections to operate as such.

On August 24, 2007 City Manager Bob Willoughby, Board of Corrections Facility Inspector Ted Nelson, Board of Corrections Facility Inspector Billy Wasson, and Chief of Police Maurice Sanders met at the Florence Justice Center. After that meeting Mr. Wasson and Mr. Nelson inspected the Florence Police Department Jail Facility as if it were operating as a Local Correctional Facility.

I recently received the hard copy signed letter from Mr. Wasson that was dated August 31, 2007. The letter outlines physical plant modifications that were required or recommended, policy, procedure, or other protocols changes that need to be address. It is those items that this report to the council will specifically address. ***This same letter also provisionally authorizes the City of Florence to operate its jail as a Local Correctional Facility if the issues identified in the letter are in good faith carried out.***

It was the recommendation of the inspector that should the City Council desire to operate its jail as a Local Correctional Facility as a public policy decision, it declare it as such and designate the responsibility for its operation to the Chief of Police. By accepting this recommendation the City Council may at any time also declare the jail facility back to a lock up facility. It simply gives flexibility to the council.

Certification Requirements

Police officers in Oregon must be certified with a Basic Police Officer Certificate to be employed and work as a peace officer. Additionally to work in the jails in the state correctional officers must have a Basic Corrections Officer Certificate. The training required by the State of Oregon through DPSST for the Basic Corrections Officer Academy course is five (5) weeks, unless officers currently employed could successfully challenge the course through examination. However failing the exam would mandate the officer's attendance at the Basic Corrections Officer Academy course.

City Manager Willoughby and I provided an action plan to the inspectors. We committed to the Oregon Department of Corrections the plan that, conditioned upon to operate the jail as a local correctional facility, the City would schedule an officer to attend the first available DPSST five week Basic Corrections class in 2008, then another officer to the next available class and so on. We would not have two officers away at training at DPSST at the same time. This would continue with operational constraints permitting until we had four officers trained and certified.

The intent is to have four (4) certified police officers of the Florence Police Department also certified in corrections. We would maintain the discretion to send two other officers, possibly one being a sergeant, in addition to the minimum required four officers at a later time.

The cost for this training is the salary expense of the officers only. DPSST provides the training, meals, lodging, and uniforms for the class participants. The long term approach would be that all new hires would be required to obtain dual certification and as attrition occurs, more and more officers would be certified until ultimately all would be certified. Currently we have two certified officers volunteering to attend this course to bring this reclassification to fruition. Our two newest officers would also attend during their probationary period. Many of the remaining officers may want to simply challenge the course with their experience. Based upon conversations with the Florence Police Employees Association during our labor-management meetings, dual certification will probably become an incentive pay issue for the union during the next contract negotiation.

Law Library

Mr. David Clark, Attorney at Law has donated his law library to the City of Florence. The bulk of it will be used as part of the required law library of the jail. If legal materials do not provide the information required, a local law library in Eugene can be contacted to send it. The purpose of a law library in jails is to assist inmates being held to perform their own research to assist their lawyers in their own defense or for sentenced inmates who wish to pursue appeals. This is generally only seen used in cases where persons are charged with a felony and facing more than a year in custody.

This is more of a statutory requirement that must be met even though the use is extremely unlikely. The impact to the patrol officer would be moving an inmate from their cell to the law library and lock them in during an hourly check and remove them at the next hourly check returning the inmate to their cell.

The only cost would be for the conversion of a holding room by removing the bench, installing shelving and a desk with a chair. This cost is estimated to be less than \$500.

Visits

The Florence Police Department currently only allows visits for inmates from their attorney or from a member of the clergy. These are contact visits in the jail itself. No other visits are permitted, except only exceptional circumstances. Contact visits are not conducive to the safety and security of the facility as it is an easy way for contraband to be introduced. With a reclassification to a local correctional facility, visits must be permitted. To prevent contact visits and reduce unnecessary time expenditure by officers, it would be proposed to convert the holding room that would house the law library and install a thick window with a multiple grated covered speaking opening to facilitate conversation from the other side of the wall which is in the group holding area.

Visits would be set up when auxiliary are scheduled or when more than two officers are on duty. The impact to the patrol officer would be moving an inmate from their cell to the visit room/law library and lock them in during an hourly check and remove them at the next hourly check returning the inmate to their cell. The costs involved is currently estimated to be \$6,265 for cutting through the wall, the purchase of visit window, the installation of window, and the completion of the brick wall to separate the visit area of visitors from the rest of the group area.

Out of Cell Time

The Florence Police Department currently does not permit inmates any "out of cell" time except for those previously mentioned permitted visits and for an occasional shower. Once reclassification occurs, if it does, then "out of cell" time becomes an inmate management tool. This is where up to five work positions for inmates would be available to inmates who ask to participate in an outside work detail that would not require supervision by patrol officers. These assignments could be a public works clean up crew, washing city cars, doing jail laundry, operating the kitchen, or cleaning the inside of the jail. Managing these crews is an administrative function that the supervisors in the department would perform.

Since we do not have any exercise rooms or yard, exercise would be managed by providing inmates information on how to exercise in their cells. Recreational activities, such as a "day room", televisions, movies, playing cards, and so on do not and would not exist in the Florence Police Department Jail Facility.

The impact to the patrol officers would be moving an inmate from their cell out of the facility to where they are either picked up by Public Works or assigned to work. This could be done during an hourly visit or by management staff on duty during day hours Monday through Friday.

There would be no commissary function in this corrections facility as part of the initial reclassification of the facility however, as the jail population increases, a commissary would have to be explored.

The actual cost impacts for having inmates work is the cost of providing worker's compensation Insurance. Each inmate would have their time on work detail tracked as it would be converted to dollar amount of the hours worked at a minimum wage rate. The insurance carrier would charge appropriately at a rate currently in place for the city dependant upon the function the inmate performs. The estimated rate for worker's compensation insurance is in the area of \$350 per every \$10,000 worth of inmate labor performed. This cost impact would have to be estimated only as it is determined from the actual work hours performed by inmates.

The time for laundry, washing cars, property maintenance, and cleaning cells should be about 6-8 hours per day total for two inmates, excluding weekends and holidays. For cost estimation this equates to 1700 hours per year. At \$7.80 per hour minimum wage this cost would be around \$13,260 of volunteer work.

Estimated hourly expense for three inmates to work with Public Works in parks maintenance and other tasks would be around three days a week for 6 hours each. This is 36 total hours per week. This is about 1900 hours per year. At \$7.80 per hour minimum wage this cost would be around \$14,600 of volunteer work.

This totals \$27,860 of volunteer work which reflects a cost of approximately \$975. If the amount of work was \$40,000, the cost would be \$1,400. The number of inmates working is controllable and as such is the worker's compensation insurance expense.

Laundry/Clothing/Linens

The police department currently contracts with a service to provide towels, linens and clothing for the jail. It may be less expensive once a reclassification occurs to look at purchasing our own towels, linens, and inmate jumpsuits and jackets when inmates start doing laundry. It would be expected to have a savings over the long term with a cost on the short term. This would be explored after reclassification occurs, should it occur.

Time Limit of Stay

It is beneficial for the City Council to limit the use of the facility to not more than a 90 day sentence inclusive of any pre-trial hold time. The inmates are held in single cells that are 8' by 12'. The only contact would be a visit from family once a week and interaction with staff, especially for those inmates not be permitted to work. Use of inmate labor as out of cell time and limiting the time for any inmate's stay would mitigate or eliminate future potential issues or claims of "cruel and unusual" punishment.

Showers

The Board of Corrections Facility Inspector would require an additional shower be installed to meet the needs of the facility once reclassified and having inmates on work details. Statutorily corrections facilities are to provide the minimum of two showers a week to inmates.

To meet this requirement, Cell #1 would be converted to a shower. This would require the sink/toilet fixture to be removed, a floor drain installed to the current plumbing, a raised grooved concrete floor installed, a bench installed, a jail style shower unit installed, and additional lighting installed. Options could be to simply cut the concrete floor, install a drain and make the other modifications without raising the concrete floor but applying a non-slip material to it. The cost is currently estimated to be \$14,950 to convert the cell to a shower.

The impact to the patrol officer would be moving an inmate from their cell to the shower and lock them in during an hourly check and remove them at the end of the hourly check returning them to their cells, or put the inmate in the shower at the beginning of the hourly check and removing them at the end of the hourly check, then return them to their cell. This is when disposable razors would be issued and recovered.

Medical Records and Medications

One cabinet will be converted to hold medications under lock and key in the facility would be accomplished with negligible expense. Additionally a separate locked file drawer in a cabinet would be created in either the Communication Center or in the administrative offices of the police department under the control of the Administrative Assistant to the Chief of Police. This cost is also negligible.

Perimeter Security

This item is a recommendation of the Board of Corrections Facility Inspector but not a requirement at this time. It is also the same item that was submitted as a needs and issues for the Police Department. Since the facility would hold low-level offenders such as people serving time for driving under the influence of intoxicants, violation of protective orders, violation of no-contact orders, and petty thefts, this need is diminished in its urgency, but needs to remain on the table

for when funding is sufficient to permit such a project.

Policy and Procedures/Other Protocols

These items are generally addressed in the draft General Orders in regard to Jail Operations currently being drafted. Some of the items have been resolved, such as the fire inspection was completed recently. Two items will require expenditure of funds.

There are doors slots cut at the base of a few of the cells currently for food to be served on a tray. This practice should not occur as this is not appropriate nor permitted to have food placed on the ground, even if on a tray. Slots would have to be cut in the middle of the doors with a flip down flap so items can be provided to inmates or recovered from inmates without opening the cell doors. This is for staff safety in the movement of inmates that need to be secured prior to removal from the cell and for service of meals or providing other materials, such as reading materials. It is also for volunteers so they can assist in the service of meals, provide reading materials, paper, and so on when such assistance is available. The cost is currently estimated to be around \$3,360 to cut slots in 14 of the doors.

Since inmates are permitted access to phones during their confinement, we will need to have the telephone company install a shut off switch in the Communications Center to the phone accessed by inmates as a management method to control their time on the phone. This expense would be negligible and part of our current budget.

Additional Operational Costs

The current cost for feeding prisoners currently runs around \$9.50 per day per person, excluding any special diet requirements, which could adversely impact that daily rate. However the Florence Police Department only on rare occasion has experienced any such special diet requirements. Normally the jail feeds about 3 inmates per day as a baseline of about \$10,500 per year that is part of the current jail expense budget line item.

Increasing to a consistent jail population of 17 inmates would result in a net increase of 14 inmates to feed daily, or an increase of \$161.50 per day, or viewing from an annual basis an additional \$59,000 per year at a constant maximum inmate population, excluding any cost increases for the meals. This expense can be reduced by managing inmate population. Nothing would require the police department to house the maximum amount of inmates. Managing the inmate population within budgetary constraints will take a collaborative effort between the Chief of Police and the Municipal Court Judge.

There may be a slight additional increase of patrol officer time in feeding additional prisoners if the population of the facility was at or near the maximum capacity. This may be offset whenever volunteer assistance from Auxiliary members occurs in the feeding of inmates.

Future Modifications and Costs

These subsequent items are designed to mitigate and reduce liability exposure in the operation of a jail. These may be part of the budget process in future budget years as part of an overall operational improvement plan for the custodial facility.

The initial listing and general estimated costs involved are as follows:

- CCTV/Monitors \$14,000
- Washing Machine/Dryer in Sally Port \$ 8,315
- Mug Photo Digital Camera and associated software \$ 2,000
- AFIS Machine \$30,000

Benefits/Detractions

There are both pros and cons to reclassification. The major detraction is the requirement to manage visits and showers more than already exists, which may add a small amount of additional time during the hourly checks as with feeding a larger inmate population. These will be difficult to quantify as they will be performed during the course of the current required hourly checks, performed by auxiliary volunteers when available, or specifically planned for when additional

staff is present.

Additionally the other detraction is the one time expense in modifying the jail to permit the visits in and effective and efficient manner along with adding a shower to the facility.

The mitigation for this point of detraction exists when put in the perspective of the purpose of reclassification. There are probably less than twenty (20) individuals in Florence who are well known to the police department and account for the vast majority of criminal thefts and other incidents in our community. Should they be convicted and taken off the streets for a period of time, it should impact some of the workload currently borne by the officers, the detective and also benefit the community in not being victimized by these specific people. This ultimately is considered one of the potential primary returns on the investment in reclassifying the jail.

It is well known by this small subculture of people who do not adhere to the rules of law in our community that the City is considering reclassifying the lock up to a local correctional facility which would negate the need to transport arrestees or persons sentenced to serve time more than a couple of days to Lane County Jail to simply be released. The mere consideration of this reclassification has already had a positive impact.

One benefit would be when we have persons in custody who are close to meeting the time limits for detention in lock up. Currently when we face that situation our officers have to drive these prisoners to Lane County Jail, where if the Florence Police Department Jail Facility was reclassified to a local correctional facility, then that would not be an issue.

The most visible benefit accrues to the Municipal Court. The court has cases come before it where incarceration greater than a couple of days may be the desired option, but it is now generally unavailable.

In cases of DUII's the fact that a large number of the DUII arrests made are repeat offenders speaks for itself. Driving Under the Influence of Intoxicants (DUII) is a direct and present threat to the safety of our citizens and to our children and the statistics do not show the numbers of violators declining.

In Domestic Violence situations victims receive protection of the courts from their abusers via various methods such as protective orders and no-contact orders. These people restrained would know that they will be held accountable should they choose to disobey the order of the Municipal Court Judge.

Some people choose to ignore the court's orders when fines are assessed. People who do not pay their fines would face a choice. They could pay their fines or face the Municipal Court Judge to explain why they are not. These people would know that they may end up in custody of the Police Department for their failure to comply with the order of the court to pay their fines. We are unable to estimate the increase in fines paid over what is currently paid by violators.

The primary benefit in having a local correctional facility is that it would provide the Municipal Court Judge with the tools necessary to ensure that offenders receive the appropriate and timely consequences to deter future misconduct or to provide sufficient motivation for those who need alcohol or drug treatment or counseling to benefit from it. Reclassification simply gives the Municipal Court Judge another option to protect our community.

Attachments/Inclusions

The following items are included in this agenda item executive summary for the council.

1. Copy of Letter date August 31, 2007 from the Board of Corrections
2. Copy of the August 24, 2007 inspection report of the Florence Police Department Jail Facility
3. Drafts of Florence Police Department General Orders 401.1 to 401.11 Jail Operations
4. Applicable ORS sections

Each item included in this agenda item may be reviewed on the City of Florence website as they will not be printed out for the public. A complete print copy will be available for review by the public at City Hall.

FISCAL IMPACTS:

As of 10/02/2007 with 25% of the fiscal year gone, in Jail Expense the department has spent \$3,946.28 out of a \$40,000 budget. This is less than 10%. We have encumbered a total of \$5,757 left for the fiscal year. Currently the Police Department is at 24.3% expenditure of the budget including the encumbrances. Impacts of additional food

expenses should be borne in the Police Department's current Jail Operations Expense budget line item.

In Line Item 001-021-207150 Jail Expense the impact will be controlled to be less than \$15,000 in one time expenses for facility changes/modifications for the shower conversion, the visiting room modification, and the door slots fabrication and installation. We do not have to do all of these three items in this current year's budget, but \$15,000 of that line item was authorized in the event a reclassification occurred.

The immediate plan would be as follows:

2007/2008 Fiscal Year – Modify Group Holding/Law Library and Visit for \$6,765 and cut the slots in the fourteen doors for service of food trays for no more than \$3,360. These benefits can be utilized whether the facility is a lock up or local correctional facility.

2008/2009 Fiscal Year - Convert Cell #1 to a Shower for approximately \$14,950. This would be required as part of meeting the Board of Corrections Inspection requirement.

Note: The only fiscal threat would be any uncontrolled medical expenses for inmates held on local Florence charges who are housed at Lane County Jail. This is the same threat that exists every year in this budget line item. Additional items outlined in the report could be done as funding permits in part or in whole or as part of the budget process as part of an overall plan.

ALTERNATIVES: N/A

RECOMMENDATION:

1. Declare the Florence Police Department Jail Facility as a "Local Correctional Facility" with the Chief of Police as the official designated responsible for its operation and limiting the maximum stay to 90 days, and directing the Chief of Police to make the conversion at the time optimal operationally for such conversion and to initiate required retrofits, and to report back to council when it is implemented; or
2. Not make any changes in the current operation of the lock up facility; or
3. Return this item to staff for any additional information as desired; or
4. Any combination or variations of recommendations 1 through 3.

CITY MANAGER'S RECOMMENDATION:

Approve/Disapprove/Other

Approve Recommendation #1 – The council will always have the option at a later time to change back to a lock up should it desire.