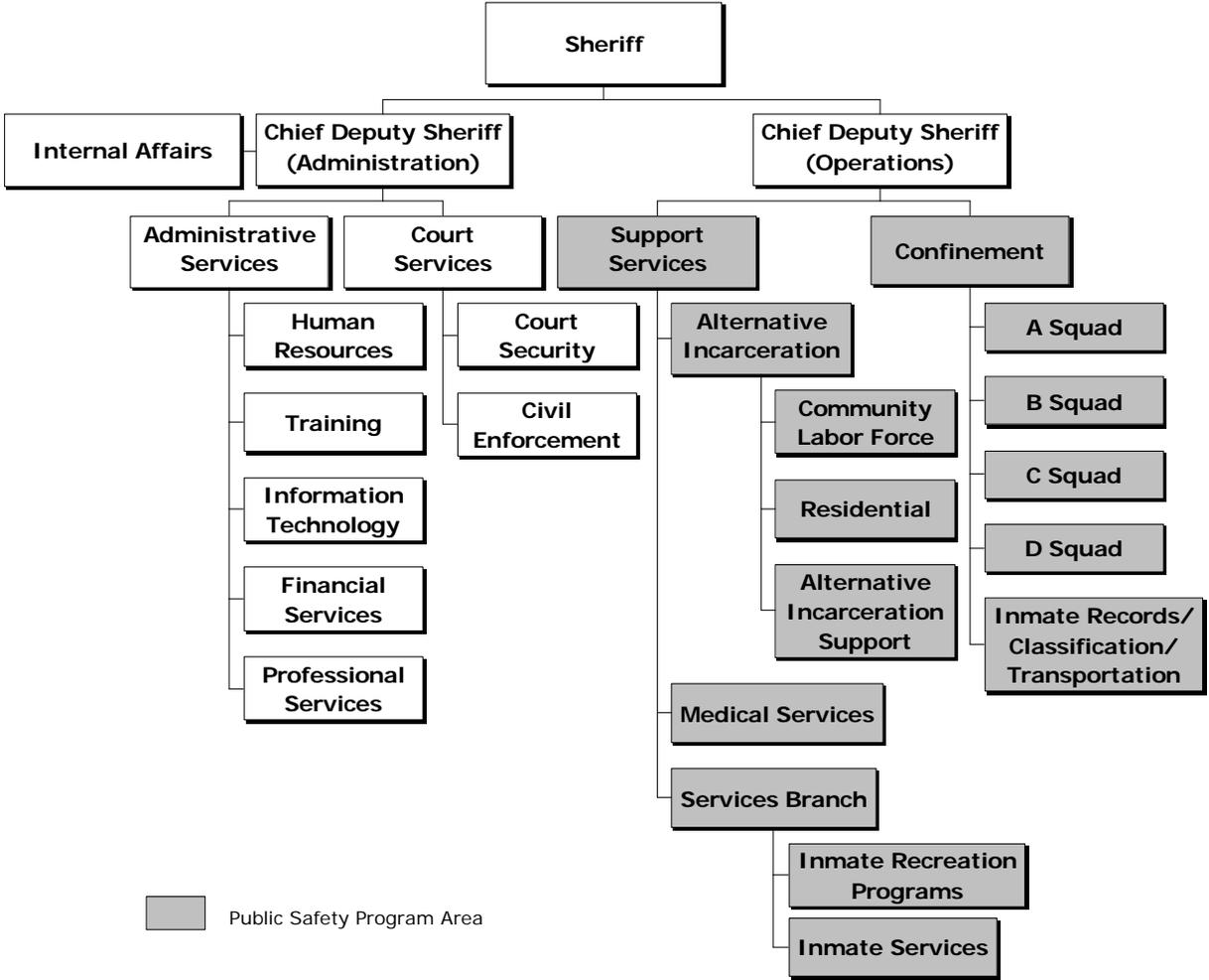


# Office of the Sheriff



# Office of the Sheriff

## Mission

To promote a safe and secure community by: enforcing all applicable laws, operating secure detention and court facilities, practicing proactive community involvement and education and performing community improvement projects and services.

<b>AGENCY DASHBOARD</b>			
<b>Key Data</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>
1. Average Daily Population (ADP) of the jail	1,257	1,220	1,228
2. Average number of staff vacancies	25.0	6.0	29.0
3. Attempts to execute/serve civil processes	174,796	171,598	169,475
4. Prisoners escorted to or from court	22,651	24,082	21,566
5. Court cases heard annually	478,726	490,492	510,857
6. Health care contacts with inmates	678,599	692,710	685,000
7. Medical Services contract costs (prescriptions, hospitalizations, dental and doctor)	\$1,285,564	\$1,374,550	\$1,661,685
8. Annual hours of work performed by the Community Labor Force (CLF)	61,587	57,566	61,587
9. Food Services Contract Cost	\$2,008,828	\$2,018,478	\$1,973,737

## Focus

The Sheriff's Office of Fairfax County was established when the County was formed in 1742. The Virginia Constitution, Article VII, Section 4; and the Code of Virginia, Sections 8.01-295; 53.1-68; 53.1-133; 53.1-119 and 120 establishes the Sheriff's Office as the primary law enforcement authority over the courthouse, local jail and correctional facilities, and as the provider of courtroom security. The Sheriff's Office is responsible for managing the Fairfax County Adult Detention Center (ADC) and Alternative Incarceration Branch (AIB), providing security in all courthouses and in the judicial complex, and serving civil process and executions. The Sheriff's Office works in partnership with the Fairfax County Police Department, the Fire and Rescue Department, and other local, state and federal law enforcement agencies. The Sheriff's Office has civil and concurrent criminal jurisdiction in the County of Fairfax, City of Fairfax, and the Towns of Vienna and Herndon. In the areas of courtroom security and jail administration, support is provided by the City of Fairfax and the Towns of Vienna and Herndon.

The Sheriff's Office receives funding support from the State Compensation Board for a portion of salaries and benefits for a limited number of sworn position expenses. Other sources of revenue include funding through the Virginia Department of Justice for the housing of state prisoners, room and board fees charged to individuals incarcerated in the Adult Detention Center (ADC), as well as grants awarded by the Federal Office of Justice for housing undocumented criminal aliens. Other sources of revenue include inmate medical co-pay fees, inmate reimbursements for Alternative Incarceration room and board, court security fees, and Sheriff's fees. According to the latest Virginia State Compensation Board Jail Cost Report (FY 2013), State and Federal funding of the jail accounts for 18.59 percent of total jail operating costs. Approximately 34 percent of all Sheriff's Office costs are funded by revenues from the State and Federal Governments, inmate fees, and court fees.

# Office of the Sheriff

Four agency Cost Centers define and support the agency's mission: the Administrative Services Division, the Courts Services Division, the Confinement Division, and the Support Services Division.

The *Administrative Services Division* provides managerial direction for the agency as a whole. This division incorporates six sections: Command and Internal Affairs, Human Resources, Training, Information Technology, Professional Services, and Financial Services. The Training Branch operates the In-Service section of the Fairfax County Criminal Justice Academy, which has the responsibility to ensure that all Police Officers and Deputy Sheriffs staff meet their annual Mandatory In-Service Training Requirements (MIR).

Included in the Administrative Services Division is the salary supplement paid by the County for 27 magistrates. Magistrates are State employees and are not part of the management structure of the Sheriff's Office.

The *Court Services Division* provides for the security of courtrooms and County courthouses, and the service of legal process; such as evictions, subpoenas, levies, seizures, and protective custody orders. This division is composed of the Court Security and Civil Enforcement sections. Deputy sheriffs also protect special justices who conduct commitment hearings for persons with mental illnesses.

The *Confinement Division* is the largest component of the Sheriff's Office. The Confinement Division manages the operation of the Fairfax County ADC, including four Confinement Squads, the Inmate Records Section, and the Transportation Section. The division is also responsible for the operation of the Satellite Intake Office at the Mount Vernon District Police Station. Within the Confinement Division, the Classification Section is responsible for determining the appropriate housing locations for inmates in the ADC, as well as performing Disciplinary Hearings for inmates that have been charged with violating the rules of the ADC.

The *Support Services Division* provides the services necessary to support the operations of the ADC and Alternative Incarceration Branch. The Support Services Division has three branches: the Alternative Incarceration Branch, the Services Branch, and the Medical Services Branch.

The Alternative Incarceration Branch (AIB) provides housing for offenders granted alternative sentencing options. The Alternative Sentencing programs include Work-Release, Electronic Incarceration, and the Community Labor Force (CLF) program. Offenders meet strict eligibility and suitability requirements for this minimum security environment. All Work Release inmates are tracked by a Global Positioning

## The Office of the Sheriff supports the following County Vision Elements:



***Maintaining Safe and Caring Communities***



***Creating a Culture of Engagement***



***Connecting People and Places***



***Maintaining Healthy Economies***



***Building Livable Spaces***



***Practicing Environmental Stewardship***



***Exercising Corporate Stewardship***

# Office of the Sheriff

System (GPS). The AIB places considerable emphasis on ensuring offenders defray the cost of their incarceration and meet their financial obligations, which include; fines, court costs, restitution, and child support payments.

This branch also includes the Community Labor Force (CLF), which oversees the activities of inmates working in the community. This program provides offender work teams to support community improvement projects, such as, landscaping, litter removal, construction, painting, snow removal, and graffiti abatement. They also provide for the removal of trash, graffiti, and unwanted signs in County bus shelters and Park and Ride facilities. The CLF added rain garden and dry pond maintenance for the Department of Public Works as a permanent program. In FY 2014, removing signs off of high volume public right-of-ways was added as a new program.

## Budget and Staff Resources

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>FUNDING</b>				
<b>Expenditures:</b>				
Personnel Services	\$52,022,870	\$53,956,925	\$53,956,925	\$54,920,506
Operating Expenses	9,388,372	9,777,197	11,368,102	9,720,347
Capital Equipment	85,545	0	83,613	0
<b>Total Expenditures</b>	<b>\$61,496,787</b>	<b>\$63,734,122</b>	<b>\$65,408,640</b>	<b>\$64,640,853</b>
<b>Income:</b>				
Inmate Medical Copay	\$47,264	\$16,140	\$16,140	\$16,140
City of Fairfax Contract	1,146,941	1,146,941	1,656,812	1,585,314
Inmate Room and Board	613,135	637,280	613,135	725,397
Boarding of Prisoners	153,729	323,095	323,095	327,941
State Shared Sheriff Expenses (Comp Board)	14,557,962	14,599,700	14,599,700	14,599,700
State Shared Retirement	286,817	278,576	278,576	278,576
Department of Corrections Reimbursement	2,638,631	2,633,103	2,633,103	2,633,103
Court Security Fees	1,888,086	1,932,052	1,888,086	1,888,086
Jail / DNA Fees	73,641	82,980	73,641	73,641
Sheriff Fees	66,271	66,271	66,271	66,271
Miscellaneous Revenue	25,142	31,000	31,000	31,000
Criminal Alien Assistance Program	737,644	0	618,417	400,000
<b>Total Income</b>	<b>\$22,235,263</b>	<b>\$21,747,138</b>	<b>\$22,797,976</b>	<b>\$22,625,169</b>
<b>NET COST TO THE COUNTY</b>	<b>\$39,261,524</b>	<b>\$41,986,984</b>	<b>\$42,610,664</b>	<b>\$42,015,684</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	597 / 596	597 / 596	597 / 596	597 / 596
Exempt	3 / 3	3 / 3	3 / 3	3 / 3
State	27 / 27	27 / 27	27 / 27	27 / 27

# Office of the Sheriff

## Public Safety Program Area Summary

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>FUNDING</b>				
Expenditures:				
Personnel Services	\$36,920,992	\$39,937,156	\$39,937,156	\$40,515,490
Operating Expenses	5,514,634	5,585,427	6,649,163	5,578,577
Capital Equipment	31,432	0	0	0
<b>Total Expenditures</b>	<b>\$42,467,058</b>	<b>\$45,522,583</b>	<b>\$46,586,319</b>	<b>\$46,094,067</b>
Income:				
State Reimbursement and Other Income	\$17,282,901	\$16,740,277	\$17,819,100	\$17,649,200
<b>Total Income</b>	<b>\$17,282,901</b>	<b>\$16,740,277</b>	<b>\$17,819,100</b>	<b>\$17,649,200</b>
<b>NET COST TO THE COUNTY</b>	<b>\$25,184,157</b>	<b>\$28,782,306</b>	<b>\$28,767,219</b>	<b>\$28,444,867</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	430 / 429.5	430 / 429.5	428 / 427.5	428 / 427.5

## Judicial Administration Program Area Summary

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>FUNDING</b>				
Expenditures:				
Personnel Services	\$15,101,878	\$14,019,769	\$14,019,769	\$14,405,016
Operating Expenses	3,873,738	4,191,770	4,718,939	4,141,770
Capital Equipment	54,113	0	83,613	0
<b>Total Expenditures</b>	<b>\$19,029,729</b>	<b>\$18,211,539</b>	<b>\$18,822,321</b>	<b>\$18,546,786</b>
Income:				
State Reimbursement and Other Income	\$4,952,362	\$5,006,861	\$4,978,876	\$4,975,969
<b>Total Income</b>	<b>\$4,952,362</b>	<b>\$5,006,861</b>	<b>\$4,978,876</b>	<b>\$4,975,969</b>
<b>NET COST TO THE COUNTY</b>	<b>\$14,077,367</b>	<b>\$13,204,678</b>	<b>\$13,843,445</b>	<b>\$13,570,817</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	167 / 166.5	167 / 166.5	169 / 168.5	169 / 168.5
Exempt	3 / 3	3 / 3	3 / 3	3 / 3
State	27 / 27	27 / 27	27 / 27	27 / 27

# Office of the Sheriff

## FY 2016 Funding Adjustments

The following funding adjustments from the FY 2015 Adopted Budget Plan are necessary to support the FY 2016 program.

- ◆ **Employee Compensation** **\$1,463,581**  
 An increase of \$1,463,581 in Personnel Services includes \$448,936 for a 0.84 percent market rate adjustment (MRA) for all employees and \$115,010 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2015, as well as \$899,635 for FY 2016 merit and longevity increases (including the full-year impact of FY 2015 increases) for uniformed employees awarded on the employees' anniversary dates.
- ◆ **Department of Vehicle Services Charges** **(\$50,000)**  
 A decrease of \$50,000 is included for Department of Vehicle Services charges based on anticipated billings for fuel, vehicle replacement, and maintenance and operating-related charges.
- ◆ **Reductions** **(\$506,850)**  
 A decrease of \$506,850 reflects reductions utilized to balance the FY 2016 budget. The following table provides details on the specific reductions:

Title	Impact	Posn	FTE	Reduction
Manage Position Vacancies to Achieve Savings	A decrease of \$500,000, or 0.9 percent of the FY 2015 Adopted Personnel Services budget of \$53,956,925, will be achieved by extending the period of time that positions are held vacant. The reduction will not have a significant impact on the agency's operations as current staffing levels are sufficient.	0	0.0	\$500,000
Reduce Printing and Copying Supplies	This reduction is associated with a countywide policy decision being implemented to reduce the volume of printing and copying documents over a multi-year period. This was a common and recurring theme brought forward by employees as part of the Mission Savings process in Fall 2014. Agencies are being directed to review internal printing policies and reduce the use of individual desktop printers by utilizing the Multi-Functional Devices (MFDs) available throughout County buildings. In addition, agencies are being directed to reduce paper and toner consumption by only printing documents when necessary and by printing materials double-sided whenever possible.	0	0.0	\$6,850

## Office of the Sheriff

Title	Impact	Posn	FTE	Reduction
Identify Non-compliant Vehicles	An increase of \$250,000 in revenue will be achieved by having Deputy Sheriffs from the Civil Enforcement Section canvass residential neighborhoods, while performing daily civil enforcement tasks, for out-of-state vehicles that may be evading the County's personal property tax. Deputies will enter the plate number of these vehicles into the Department of Tax Administration's Tax Evader page to determine if the vehicle is compliant. This reduction will not impact Deputies daily operations as they are required to travel through residential neighborhoods as part of serving summonses and other related duties.	0	0.0	\$0
Increase Inmate Billing	An increase of \$100,000 in revenue will be achieved by charging inmates for outstanding balances exceeding \$10 following their release from prison. Since 2005 the State of Virginia has allowed the Sheriff's Offices to charge inmates for room and board; the County charges \$2 per day. Prior to this revenue enhancement, outstanding balances were forgiven upon an inmate's release.	0	0.0	\$0

### **Changes to FY 2015 Adopted Budget Plan**

*The following funding adjustments reflect all approved changes in the FY 2015 Revised Budget Plan since passage of the FY 2015 Adopted Budget Plan. Included are all adjustments made as part of the FY 2014 Carryover Review, and all other approved changes through December 31, 2014.*

◆ **Carryover Adjustments**

**\$1,674,518**

As part of the *FY 2014 Carryover Review*, the Board of Supervisors approved encumbered funding of \$1,599,518 primarily for medical services, security maintenance and other outstanding obligations. In addition, unencumbered funding of \$75,000 was approved as part of the Incentive Reinvestment Initiative that allowed agencies to identify savings and efficiencies in FY 2014 and retain a portion to reinvest in employees.

# Office of the Sheriff

## Cost Centers

The four cost centers of the Sheriff's Office are Administrative Services, Court Services, Confinement, and Support and Services. The cost centers work together to fulfill the mission of the agency and carry out the key initiatives for the fiscal year.

### Administrative Services

The Administrative Services cost center provides managerial direction for the agency as a whole. This division incorporates six sections: Command and Internal Affairs, Professional Services, Human Resources, Training, Information Technology, and Financial Services. Each division provides the support needed to maintain an efficient and high-functioning Sheriff's Office.

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$9,689,076	\$9,022,384	\$9,610,880	\$9,096,906
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	55 / 54.5	55 / 54.5	56 / 55.5	56 / 55.5
Exempt	3 / 3	3 / 3	3 / 3	3 / 3
State	27 / 27	27 / 27	27 / 27	27 / 27
<hr/>				
1 Sheriff (Elected) E  <u>Chief Deputy Sheriff</u> 2 Chief Deputy Sheriffs, 2 E 1 Management Analyst III, PT 1 Administrative Assistant IV  <u>Administrative Services</u> 1 Deputy Sheriff Major 1 Administrative Assistant III  <u>Internal Affairs</u> 1 Deputy Sheriff 1 <sup>st</sup> Lieutenant  <u>Professional Services</u> 1 Deputy Sheriff Captain 3 Deputy Sheriff 1 <sup>st</sup> Lieutenants 1 Accreditation Manager (MA II) 1 Deputy Sheriff 2 <sup>nd</sup> Lieutenant 1 Deputy Sheriff Sergeant	<u>Human Resources</u> 2 Deputy Sheriff 1 <sup>st</sup> Lieutenants 1 Deputy Sheriff 2 <sup>nd</sup> Lieutenant 1 Deputy Sheriff Sergeant 3 Deputy Sheriffs II 1 HR Generalist III 1 Administrative Assistant V  <u>Training</u> 1 Deputy Sheriff Captain 1 Deputy Sheriff 1 <sup>st</sup> Lieutenant 1 Deputy Sheriff 2 <sup>nd</sup> Lieutenant 9 Deputy Sheriffs II 1 Deputy Sheriff I  <u>Magistrates' System</u> 1 Chief Magistrate S 26 Magistrates S	<u>Information Technology</u> 1 IT Program Manager I 1 Network/Telecom. Analyst IV 1 Network/Telecom. Analyst III 2 Network/Telecom. Analysts II 1 Network/Telecom. Analyst I 1 Programmer Analyst III 1 Information Officer III  <u>Financial Services</u> 1 Management Analyst IV 1 Financial Specialist III 2 Financial Specialists I 1 Deputy Sheriff 1 <sup>st</sup> Lieutenant 1 Deputy Sheriff 2 <sup>nd</sup> Lieutenant 1 Deputy Sheriff II 1 Administrative Assistant V 2 Administrative Assistants II 1 Material Mgmt. Specialist III 2 Material Mgmt. Specialists I 1 Buyer I		
<b>TOTAL POSITIONS</b> 86 Positions / 85.5 FTE 34 Sworn/ 52 Civilians		PT Denotes Part-Time Position E Denotes Exempt Position S Denotes State Position		

# Office of the Sheriff

## Court Services

The Court Services cost center provides the security for County courtrooms and the courthouses and the service of legal process, such as evictions, subpoenas, levies, seizures, and protective custody orders. This division is composed of the Court Security and Civil Enforcement sections.

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$9,340,653	\$9,189,155	\$9,211,441	\$9,449,880
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	112 / 112	112 / 112	113 / 113	113 / 113
1 Deputy Sheriff Major	<u>Court Security</u>		<u>Civil Enforcement</u>	
2 Deputy Sheriff Captains	1 Deputy Sheriff 1 <sup>st</sup> Lieutenant	1 Deputy Sheriff 1 <sup>st</sup> Lieutenant		
	4 Deputy Sheriff 2 <sup>nd</sup> Lieutenants	2 Deputy Sheriff 2 <sup>nd</sup> Lieutenants		
	4 Deputy Sheriff Sergeants	4 Deputy Sheriff Sergeants		
	67 Deputy Sheriffs II	17 Deputy Sheriffs II		
	4 Deputy Sheriffs I	1 Administrative Assistant V		
		1 Administrative Assistant IV		
		4 Administrative Assistants III		
<b>TOTAL POSITIONS</b>				
113 Positions / 113.0 FTE				
107 Sworn / 6 Civilians				

## Confinement

The Confinement cost center is the largest within the agency. This division manages the operation of the Fairfax County Adult Detention Center (ADC), including four Confinement Squads, the Inmate Records Section, and the Transportation Section. This division is also responsible for the operation of the Satellite Intake Office at the Mount Vernon District Police Station. Within the Confinement Division, the Classification Section is responsible for determining the appropriate housing locations for inmates in the ADC, as well as performing Disciplinary Hearings for inmates that have been charged with violating the rules of the ADC.

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$27,225,611	\$30,426,081	\$30,517,289	\$30,744,619
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	318 / 318	318 / 318	317 / 317	317 / 317

# Office of the Sheriff

1 Deputy Sheriff Major 1 Administrative Assistant III  <u>A/B Confinement Branch</u> 1 Deputy Sheriff Captain 2 Deputy Sheriff 1 <sup>st</sup> Lieutenants 8 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 13 Deputy Sheriff Sergeants 100 Deputy Sheriffs II 17 Deputy Sheriffs I 3 Correctional Technicians	<u>C/D Confinement Branch</u> 1 Deputy Sheriff Captain 2 Deputy Sheriff 1 <sup>st</sup> Lieutenants 8 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 14 Deputy Sheriff Sergeants 100 Deputy Sheriffs II 10 Deputy Sheriffs I 4 Correctional Technicians  <u>Transportation Section</u> 1 Deputy Sheriff Sergeant 6 Deputy Sheriffs II 1 Correctional Technician	<u>Inmate Records/Classification</u> 1 Deputy Sheriff Captain 2 Deputy Sheriff 1 <sup>st</sup> Lieutenants 4 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 4 Deputy Sheriff Sergeants 6 Deputy Sheriffs II 1 Deputy Sheriff I 1 Administrative Assistant IV 5 Administrative Assistants III
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**TOTAL POSITIONS**  
 317 Positions / 317.0 FTE  
 302 Sworn / 15 Civilians

## Support Services Division

The Support Services Division provides the services necessary to support the operations of the ADC and Alternative Incarceration Branch. The Support Services Division has three branches: the Alternative Incarceration Branch, the Services Branch and the Medical Services Branch.

Category	FY 2014 Actual	FY 2015 Adopted	FY 2015 Revised	FY 2016 Advertised
<b>EXPENDITURES</b>				
Total Expenditures	\$15,241,447	\$15,096,502	\$16,069,030	\$15,349,448
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>				
Regular	112 / 111.5	112 / 111.5	111 / 110.5	111 / 110.5

1 Deputy Sheriff Major  <u>Alternative Incarceration Branch</u> 1 Deputy Sheriff Captain 2 Deputy Sheriff 1 <sup>st</sup> Lieutenants 4 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 5 Deputy Sheriff Sergeants 28 Deputy Sheriffs II 1 Administrative Assistant III 2 Administrative Assistants II	<u>Services Branch</u> 1 Deputy Sheriff Captain 1 Deputy Sheriff 1 <sup>st</sup> Lieutenant 3 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 3 Deputy Sheriff Sergeants 7 Deputy Sheriffs II 1 Correctional Technician 1 Maintenance Worker I  <u>Programs and Classification</u> 1 Deputy Sheriff 1 <sup>st</sup> Lieutenant 3 Deputy Sheriff 2 <sup>nd</sup> Lieutenants 1 Deputy Sheriff Sergeant 1 Deputy Sheriff II 1 Deputy Sheriff I 1 Administrative Assistant III 1 Correctional Technician 1 Library Assistant I, PT	<u>Medical Services Branch</u> 1 Correctional Health Svcs. Admin. 1 Correctional Health Nurse IV 4 Correctional Health Nurses III 3 Correctional Health Nurses II 21 Correctional Health Nurses I 2 Nurse Practitioners 4 Public Health Clinical Technicians 3 Correctional Technicians 1 Administrative Assistant II
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**TOTAL POSITIONS**  
 111 Positions / 110.5 FTE  
 63 Sworn / 48 Civilians

PT Denotes Part-Time Position

# Office of the Sheriff

## Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate
	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimate/Actual	FY 2015
<b>Administrative Services</b>				
Percent of variance between adopted and actual expenditures	1.70%	3.78%	0.50% / 1.40%	1.00%
Percent of minorities on staff	31%	32%	35% / 33%	33%
Average Number of Vacancies	25.0	6.0	25.0 / 29.0	30.0
<b>Court Services</b>				
Court cases adversely affected due to technical error in the service of process	0	0	0 / 0	0
Escapes during escort to/from courts	0	0	0 / 0	0
Willful Injuries to judges/jurors/court staff/public	0	6	0 / 0	0
Incidents of willful damage to any court facility	0	0	0 / 0	0
<b>Confinement</b>				
Injuries and contagious disease exposures to visitors	0	0	0 / 0	0
Prisoner, staff or visitor deaths	0	0	0 / 0	0
Injuries and contagious disease exposures to staff	0	2	0 / 0	0
Injuries and contagious disease exposures to inmates	47	43	40 / 101	100
Founded inmate grievances received regarding food service	0	0	0 / 0	0
Founded inmate grievances received regarding inmate health care services	0	0	0 / 0	0
Value of services provided from inmate workforce (in millions)	\$4.5	\$4.5	\$4.5 / \$4.6	\$4.6
Inmates receiving GED and certificates from developmental programs	841	876	800 / 845	845
<b>Support Services Division</b>				
Value of special community improvement projects performed by the Community Labor Force	\$242,974	\$38,495	\$250,000 / \$545,569	\$76,990
Value of work routinely performed by the Community Labor Force	\$1,115,019	\$1,383,388	\$1,275,000 / \$952,697	\$1,441,010
Total value of all work performed by the Community Labor Force	\$1,357,993	\$1,421,883	\$1,525,000 / \$1,498,266	\$1,518,000

A complete list of performance measures can be viewed at [www.fairfaxcounty.gov/dmb/fy2016/advertised/pm/91.pdf](http://www.fairfaxcounty.gov/dmb/fy2016/advertised/pm/91.pdf)

# Office of the Sheriff

## Performance Measurement Results

The Administrative Services Division currently provides management support for an agency of 600 staff positions and daily banking services for approximately 1,250 inmates. Staff services include, but are not limited to; human resources, professional development, training, fiscal management, and technological support. In recruitment, 33 percent of new hires were minorities, which represents an increase in the percentage of minorities on staff from 32 to 33 percent. In FY 2013 the Sheriff's Office had one Criminal Justice Academy class of 17 trainees. In FY 2014 the Sheriff's Office held two Criminal Justice Academy classes of 14 trainees each. This maintained the current staffing of the agency; however, by FY 2015 it appears the agency will need to increase to three Academy classes. During this time it is predicted that turnover will increase due to the improving economy and the high number of staff hired for the last jail expansion reaching retirement age.

The Court Services Division has the largest and busiest visitor population of any of the facilities staffed by the Sheriff's Office. In FY 2014, the number of visitors to the court facilities was 805,241, with a total of 510,857 court cases heard. There were 21,566 prisoners escorted to court during this period with no escapes. Moreover, incidents involving physical harm were prevented through good communication and proactive measures by staff. In addition, there were no willful injuries or incidents of damage to Court space facilities in FY 2014. In the 169,475 attempts to serve a civil process, there were no cases adversely affected by technical error during the service of process. Even though the number of civil processes was down somewhat, the number of Protective Orders being executed has remained steady over the past five years at approximately 2,000 Orders. Each Protective Order requires multiple services with short deadlines. As a result, there has been a significant increase in the demands placed on deputies executing these orders, which is not fully captured by the performance measures.

The Confinement Division maintains order and security within the facility with very few negative incidents. The agency focus is on maintaining a secure and safe environment, and preventing the escape of persons in custody. In FY 2014, the average daily inmate population in the Adult Detention Center (ADC) and the Alternative Incarceration Branch (AIB) increased from 1,220 in FY 2013 to 1,228 in FY 2014. Health care services are comprehensive and costs are well below that of other area jails. Injuries and contagious disease exposures to inmates remain relatively low in spite of an apparent increase in FY 2014. The increase is actually as a result of improved reporting standards, and therefore the increased number is projected going forward. It should be noted that exposures include medical conditions that detainees entering the jail bring with them and expose others to in the booking area that are discovered by their intake medical screenings. Medical staff contacts with inmates remained steady, which is now approaching 700,000. The quality of service provided to inmates remains high as national accreditation and certification standards have been maintained, and performance audit reviews continue to be passed with high marks. It should be noted that Medical Services performance measures are reflected in the Confinement Cost Center, because they directly relate to the results of the Confinement Division; however, financially they are part of the Support Services Division.

On average the Support Services Division housed 170 medium security inmates each day in FY 2014. These inmates are assigned to one of the four Alternative Sentencing programs; Work-Release, Weekender, Electronic Incarceration (EIP), or Community Labor Force (CLF). The majority of eligible and suitable inmates were placed in the Work-Release Program or the EIP. In FY 2014, the average number of EIP inmates was approximately 12 per day. Changes in FY 2014 have made it standard practice for staff to verify EIP eligibility status with the sentencing judge in order to allow consistent access to the program.

## Office of the Sheriff

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The Community Labor Force (CLF) is a safe, low-risk offender public labor force under the supervision of deputy sheriffs. In FY 2014 the average daily number of CLF Inmate participants was 33. This number does not include individuals in the Fines Options Program of the Community Labor Offender Program who are not serving jail sentences, but are required to serve Community Service time. Inmates who meet the strict criteria for participation in the CLF are provided the opportunity to work on a crew away from the ADC under the close supervision of a deputy. The CLF's work offers quick and efficient elimination of trash, debris, and graffiti. In addition, the CLF performs landscape maintenance at over 50 County owned sites, including the Government Center and Public Safety Complex, which cover more than 250 acres. The CLF continues to maintain over 400 bus shelters/stops throughout the County by removing trash, performing basic landscaping, and removing graffiti. The CLF has also assisted in snow removal and expanded mowing operations at a significant cost savings to the County. The CLF started to perform rain garden and dry pond maintenance for the Department of Public Works in FY 2014 as well as removing signs off of high volume public rights-of-way. This work has now been moved to the routine category in FY 2015 as both programs are ongoing in nature.