

Office of the Sheriff

91-08-Lawful Incarceration, Housing, and Care of Incarcerated Individuals

Fund/Agency: 001/91	Office of the Sheriff	
Personnel Services	\$5,443,059	<p>CAPS Percentage of Agency Total</p> <p>80.7%</p> <p>19.3%</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p>■ Lawful Incarceration, Housing, and Care of Incarcerated Individuals</p> <p>■ All Other Agency CAPS</p> </div>
Operating Expenses	\$2,689,804	
Recovered Costs	\$0	
Capital Equipment	\$0	
Total CAPS Cost:	\$8,132,863	
Federal Revenue	\$0	
State Revenue	\$538,441	
User Fee Revenue	\$6,093	
Other Revenue	\$509	
Total Revenue:	\$545,043	
Net CAPS Cost:	\$7,587,820	
Positions/SYE involved in the delivery of this CAPS	86/86	

► CAPS Summary

The Intake and Classification Branch of the Adult Detention Center has 86 personnel assigned to various functions. The Chief of Diagnostic and Treatment Branch (D&T) is responsible for the coordination of professional services such as medical, mental health, classification, transportation, booking, intake, satellite facilities and court related records. Oversight and coordination of services are provided to the entire inmate population approximately by 86 staff members. The Branch Chief is also responsible for coordinating operations with the Confinement (security) and Logistics Support (food, clothing, facility maintenance, etc.) Branches. The inmate population ranges in age from 14 years old and up for males and 18 years old and up for females. Charges range from simple misdemeanors to capital felonies. Services are provided to a vast diversity of social, economic and cultural backgrounds that comprise the inmate population.

Office of the Sheriff

No fees are charged for this service however, the appropriate housing and classification of inmates can generate as much as 2.8 million dollars in revenue each year. Position and operating costs are partially reimbursed by the DOC, The State Compensation Board and other jurisdictions and agencies. Although not mandated, the Chief, Diagnostic and Treatment Branch ensures compliance with all Federal, State, and County codes by all mandated Lines of Business within the Diagnostic and Treatment Branch. Correctional facilities have never been a favored child of any government budget. Programs and services provided to inmates are usually minimally funded. The D&T Chief must coordinate services efficiently to effect positive changes that will result in a lower recidivism rate.

The Classification Section is part of the Intake and Classification Branch. It is the process by which offenders are interviewed, assessed, and grouped with other like offenders for purposes of security and custody designations that affect housing and program needs. Offenders are assessed using various procedures and instruments to generate an offender's designation during intake, and throughout incarceration through reassessments. Classification services are provided directly by sworn staff of the Sheriff's Office. The Institutional Classification Committee (ICC), consisting of representatives from Classification, Confinement, Medical and Forensics, review inmate's needs and housing assignments daily.

Workload data for the ADC's Classification Section includes initial interviews, criminal records checks, reviewed ICC cases, inmate transfers, formal ICC hearings, and adjustment hearings. Other Classification duties consist of: approving special visits; Judicial Good Time (JCT); Exemplary Good Time (EGT); Good Conduct Allowance (GA); recommendation for jail adjustments and progress reports. Inmates range in age from 14 years old and up for males and 18 years old and up for females. They come from a multitude of cultural, economic, and social backgrounds. Charges range from simple misdemeanors to capital felonies. Presently, all inmates serving two years or less are housed at the ADC. With the addition of the 750 bed expansion it is expected that overcrowding will soon not be an issue, however the full use of that facility for housing of inmates is not yet in place and renovations are still in progress.

There are no fee(s) charged to inmates of the Adult Detention Center related to Classification. Positions and operating costs are partially reimbursed through DOC, The State Compensation Board and other jurisdictions. Mandates are found in: Sections 53.1-192-197: 53.1-198-202 Code of Virginia-Good Conduct Allowance. The courts have recognized Classification as an essential tool in the responsible management of jails. There are two notable court cases which underscore the need for an effective Jail Classification System. The most notable for Fairfax County was Doe vs. Swinson in which Fairfax County Sheriff James Swinson was found liable for improper classification of an inmate. The inmate was sexually assaulted as a result. The most notable national case is *Palmigiano vs. Garrahy*, 443 F. Supp. 965 (1977).

As a management tool, Classification in a jail setting has been found to facilitate: defense in litigation pertaining to jail operations; identification of appropriate levels of supervision for differing inmate risks; and the effective use of personnel based on an understanding of divergent custody and program needs. Inmates are initially assessed by Classification for services needed in substance abuse, potential/propensity toward suicide, medical and other mental health requirements. Keep separate inmates, incompatibles, custody changes, and other reassessments are conducted by Classification on a regular basis for inmates in the ADC. By applying objective classification principles in assessing risk factors and/or future behavior problems while incarcerated, there is a reduced liability.

Office of the Sheriff

The Medical Section within the Adult Detention Center provides health care, medical and dental services to incarcerated individuals who may or may not be citizens of Fairfax County. Care ranges from simple first aid to major cancer/HIV therapy to surgeries. Effective September 1995, inmates began paying for some of the health care services provided. Some costs are recouped by means of inmate co-pays for healthcare services. Positions and operating costs are partially reimbursed by DOC, State Compensation Board - EMTA reimbursement for hospitals/misc. revenues and funds received from other jurisdictions.

The Transportation Section is responsible for the movement of inmates to and from the Adult Detention Center. Inmates must be transported to state facilities after conviction; to and from other local jails when involved in multi-jurisdictional cases; and to and from doctors, dentists, and other medical appointments. Staff in this unit are also responsible for transporting patients to and from state mental health facilities. Changes in internal policy increases the number of staff on transport to two sworn deputies to decrease the possibility of injury or escapes.

The Transportation Unit moves people from all over the county to various institutions. Along with an inmate population of various ages, charges, cultural, economic, and social backgrounds, the staff transports mentally ill patients of even more diverse demographics to include children as young as age 7. Positions and operating costs are partially reimbursed by DOC, Virginia Compensations Board and other jurisdictions.

The Fairfax County Adult Detention Center Inmate Records Section is responsible for maintaining/updating all documents on persons committed or assigned to this facility. The Inmate Records Section maintains approximately 1000 active inmate files daily. This section processes approximately 27,000 records a year. This process includes: calculating release dates on all sentenced County inmates; serving detainers from other jurisdictions; handling approximately 300 phone inquiries a day from the public, law enforcement agencies, courts, and attorneys; maintaining, on a daily basis, the State J7/J8 (LIDS) report (this is a mandatory state report by which the County received payment from the State for housing inmates convicted of felonies); answering inmate requests and/or complaints; dealing directly with the State Department of Corrections and/or other jurisdictions to effect transfer to those facilities; identifying and preparing, on a daily basis, a court list of those inmates who are scheduled to appear in court; reviewing all court orders received and researched prior to jail credit; filling out proper documentation for submission to the Department of Corrections so that sentences can be computed for release dates; obtaining parole plans for sentenced State inmates and submitting them to Parole Release Unit; ensuring that State inmates awaiting parole are seen by the Virginia State Parole Board and, once paroled, executing parole conditions and verifying the release of inmates; identifying and advising the Office of Probation and Parole of all inmates who were returned to custody for violations of conditions of their release; coordinating the transfer of inmates who have been sentenced to community based programs; advising the jail transportation section of inmates in other jurisdictions who are needed in our courts on pending charges; processing paperwork and arranging for inmates to go out-of-state on Interstate Agreements; and ensuring that inmates who are being held as fugitives from out-of-state are returned in a timely fashion. No fees are charged directly, but positions and operating costs are partially reimbursed by DOC, State Compensation Board and by other jurisdictions.

The [Code of Virginia](#) 53.1 through 53.1-133 mandates that localities must have jails or lockups that comply with Department of Corrections regulations concerning construction, equipment, administration, and operation of local correctional facilities -- see also Department of Corrections (1990). The [Code of Virginia](#) 53.1-113; 53.1-93 mandates that localities must have jails or lockups that comply with Department of Corrections regulations concerning construction, equipment, administration, and operation of local correctional facilities. Department of Corrections (1990). Some of the duties of this unit are mandated by State Law

Office of the Sheriff

and must be provided by the Sheriff. The result of not providing this service would create a backlog of inmates in the local detention facility that should be housed in a state facility. Keeping state sentenced inmates longer than necessary greatly increases the risk of escapes or riots which could put the taxpayers at risk.

► **Method of Service Provision**

The D&T Chief is a county employee in the rank of a Deputy Sheriff Captain. Office hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. and the D&T Chief occasionally provides services as staff duty officer. Classification services are provided directly by sworn staff of the Sheriff's Office. The Institutional Classification Committee (ICC) consisting of representatives from Classification, Confinement, Medical and Forensics review inmate's needs and housing assignments daily.

Hours of operation for Classification in the Adult Detention Center are from 6:30 a.m. to 7:00 p.m., seven days per week.

Health services are provided by a physician licensed by the State of Virginia, a dentist licensed by the State of Virginia and a variety of health care providers (RN's, LPN's, Correctional Health care Assistants). It also involves care from various specialists and hospitals in Northern Virginia. Services are offered 24 hours a day, 365 days a year, inclusive of holidays.

Transportation services are provided by sworn deputies. Regular hours are 7:00 a.m. to 3:30 p.m., Monday through Friday and 8:00 a.m. to Noon on Saturday. Flex time and overtime are used to compensate for long or last minute trips.

Hours of operation for the Inmate Records Section are from 8:00 a.m. to 4:30 p.m. Monday through Friday. This service is provided for the entire Fairfax County population by County employees.

Office of the Sheriff

► Performance/Workload Related Data

Title	FY 1998 Actual	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate	FY 2002 Estimate
Average Prisoner Population	908	900	938	978	1,031
Total Prisoner Days	331,420	328,500	343,308	360,255	395,295
Hospital Days	372	236	314	330	330
Prisoner Admissions	23,073	26,776	25,134	26,391	27,710
Average Cost Per Prisoner Day	92.61	99.95	98.85	109.33	98.00
ADC Per Capita Cost Including Fringe Benefits	25.22	26.10	26.97	31.26	30.97
Average Cost Per Prisoner Day/ Health Care	10.03	9.66	11.97	9.93	9.09
Healthcare Contacts/Year	58,167	58,167	107,653	107,653	113,036

► Mandate Information

This CAPS is Federally or State mandated. The percentage of this CAPS' resources utilized to satisfy the mandate is 76 - 100%. The specific Federal or State code and a brief description of the code follows:

- Positions and operating costs are partially reimbursed through DOC, the State Compensation Board and other jurisdictions.
- Mandates are found in the Code of Virginia Sections 53.1-192-197: 53.1-198-202-Good Conduct Allowance. The courts have recognized Classification as an essential tool in the responsible management of jails. There are two notable court cases which underscore the need for an effective Jail Classification System. The most notable for Fairfax County was *Doe vs. Swinson* in which Fairfax County Sheriff James Swinson was found liable for improper classification of an inmate. The inmate was sexually assaulted as a result. The most notable national case is *Palmigiano vs. Garrahy*, 443 F. Supp. 965 (1977).
- (Refer to JLARC Catalog of State and Federal mandates) Board of Corrections Minimum Standards for Jails and Lockups, Part IV Article 5. Code of Virginia 53.1- 68 et seq., 53.1-80 through 53.1-83. Localities must have jails or lockups that comply with Department of Corrections regulations concerning construction, equipment, administration, and operation of local correctional facilities - Department of Corrections (1990). When a person is incarcerated he/she loses certain constitutional rights. Access to health care is not one of them. The United States Supreme Court stated, "The principles behind the guarantee against cruel and unusual punishment establish the government's obligation to provide medical care for those whom it is punishing by incarceration. An inmate must rely on prison authorities to treat his medical needs; if the authority fails to do so and those needs are not met (*Estelle vs. Gamble*, 1976) the institution may be liable."

Office of the Sheriff

- Code of Virginia 53.1 through 53.1-133. Localities must have jails or lockups that comply with Department of Corrections regulations concerning construction, equipment, administration, and operation of local correctional facilities. Department of Corrections (1990). Code of Virginia 53.1-113; 53.1-93 Localities must have jails or lockups that comply with Department of Corrections regulations concerning construction, equipment, administration, and operation of local correctional facilities. Department of Corrections (1990). Some of the duties of this unit are mandated by State Law and must be provided by the Sheriff.

► User Fee Information

Subsubject Code	Fee Title	FY 2002 ABP Fee Total
0678	Inmate Medical Co-Pay	\$6,093
Current Fee		Maximum Allowable Fee Amount
\$2 - \$25, depending upon service provided		N/A
Purpose of Fee: To recoup some of medical costs.		
Levy Authority	Requirements to Change the Fee	Year Fee Was Last Adjusted
<u>Code of Virginia</u> 53.1-133.1	Change in Code of Virginia	1995
Other Remarks:		