

91-06-Safe Housing for Convicted Individuals

Fund/Agency: 001/91	Office of the Sheriff	
Personnel Services	\$11,490,901	<p>CAPS Percentage of Agency Total</p> <p>A pie chart titled 'CAPS Percentage of Agency Total' is positioned to the right of the table. It is divided into two segments: a blue segment representing 'Safe Housing for Convicted Individuals' at 31.3%, and a larger yellow segment representing 'All Other Agency CAPS' at 68.7%. A legend below the chart identifies the colors: blue for 'Safe Housing for Convicted Individuals' and yellow for 'All Other Agency CAPS'.</p>
Operating Expenses	\$1,690,943	
Recovered Costs	\$0	
Capital Equipment	\$0	
Total CAPS Cost:	\$13,181,844	
Federal Revenue	\$0	
State Revenue	\$10,662,221	
User Fee Revenue	\$0	
Other Revenue	\$679,148	
Total Revenue:	\$11,341,369	
Net CAPS Cost:	\$1,840,475	
Positions/SYE involved in the delivery of this CAPS	186/186	

► CAPS Summary

The Correctional Services Division supports the Adult Detention Center which safely houses and incarcerates an average daily population of more than 780 inmates. The Commander of Correctional Services is responsible for the overall operation of the Adult Detention Center. The position provides leadership, coordination, and oversight to three branches with a combined staff totaling 380 deputies and civilians. Support to the Division Commander is provided by a secretary. This secretary is responsible for all correspondence dissemination to include typing, copying and distributing, billing of other institutions and federal authorities, reviewing and correcting Time and Attendance reports for the entire facility staff, coordinating and reporting of employee injury reports, and assisting with other clerical duties as needed in all branches. Since the last review in FY 1997, this CAPS area now with staffing of 186 has added the services of a Management Analyst I to assist with the maintenance and monitoring of accreditation requirements for the ACA, NCCHC and DOC audit reviews conducted on a regular basis. This position also assists the Commander of Correctional Services who is ultimately responsible for the collection and verification of documentation in support of reaccreditation by the Virginia State Department of Corrections and the American Correctional Association.

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The Chief of Confinement is responsible for the coordination of security services for the Adult Detention Center. The position provides oversight and leadership for the Confinement Branch staff comprised of sworn deputies divided into four squads. Services are provided by a County employee in the rank of Deputy Sheriff - Captain. Aside from providing much needed guidance and oversight to the Confinement Branch, this position must also coordinate operations with the other two branches in the facility. This position is also responsible for the gathering, storage, and tabulation of workload indicators, writing new personnel justifications, operating expenses, and addressing capital equipment needs for this branch.

The Commander of Correctional Services hours are generally Monday through Friday from 7:30 a.m. to 4:00 p.m. The Correctional Services secretary and Management Analyst I work Monday through Friday from 6:30 a.m. to 3:00 p.m. The Chief of Confinement works Monday through Friday 7:00 a.m. to 3:30 p.m. and the Confinement staff works a 12-hour rotating shift schedule of 6:30 a.m. through 7:00 p.m. and 6:30 p.m. through 7:00 a.m. respectively.

The Adult Detention Center housed on a daily basis approximately 780 inmates in a facility built for 589 until the opening of the new expansion in late April 2001. Inmates are held for one of three reasons: pending trial on charges ranging from simple misdemeanors to capital felonies, serving a sentence of two years or less, or awaiting transfer to a state correctional facility due to a sentence length of greater than two years. Males are held from as young as 14 years old and females are held from as young as 18 years old. Inmates are generally from low- to medium-income groups, have some sort of substance abuse and/or mental health problem, and come from a wide variety of cultural backgrounds.

The Confinement Branch of the Correctional Services Division of the Sheriff's Office provides for the security and welfare of the inmates confined in the Adult Detention Center (ADC). This staff not only ensures that the inmates are kept safe and secure, but that the citizens of Fairfax County are protected both physically and fiscally from the inmate population. The deputies operate the facility under the mandatory guidelines of the Virginia State Department of Corrections and the rigid guidelines of the American Correctional Association (ACA). The ACA guidelines were developed to assist facilities in the prevention of costly lawsuits by inmates. These guidelines are voluntary and very difficult to meet. The Confinement Branch is the key factor in obtaining and maintaining DOC and ACA accreditation. The facility now encompasses three types of supervision: linear, pods and direct supervision.

► **Method of Service Provision**

The staff providing all of these positions are County employees (both sworn and civilian). The Division Commander for the Correctional Services Division is a Deputy Sheriff – Major and the Chief, Confinement Branch is a Deputy Sheriff Captain. Security housing services are provided by sworn deputy sheriffs 24 hours a day, seven days a week, inclusive of holidays. Four squads working 12-hour rotating shifts 6:30 a.m. to 7:00 p.m. and 6:30 p.m. to 7:00 a.m.

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 Daily Population	908	900	938	987	1,031
Prisoner Days	331,420	328,500	343,308	360,255	395,295
Prisoner Admissions	23,073	26,776	25,134	26,391	27,710

► 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:

- These services are mandated in accordance with: JLARC Catalog of State and Federal mandates) Code of Virginia - Title 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 Correction (1990).