

TABLE OF CONTENTS

	page
Table of Contents	i
Introduction & Executive Summary	01
Needs Assessment Process	01
Participants	02
Executive Summary	03
Previous Studies	05
A: Elements of the System	06
Overview of the Jail System	06
Rated Bed Capacity	07
Future Facility/ Capacity Configuration	09
Existing Facility Condition	10
B: Operational & Design Philosophy	14
Goals and Objectives	14
C: Current Inmate Population	16
Inmate Profile	16
Sentenced and Unsentenced Inmates	21
Conclusion	22
D: Classification of Inmates	23
Crime Trends	23
Inmate Population Classifications	26
E: Programs	30
Practices That Reduce the Demand for Beds	30
Initiatives in Place	30
Proposed Initiatives	31
F: Analysis of Adult Detention Trends	33
County Population Projections	33
Current and Historical Inmate Populations	36
Inmate Population Projections	39
G: Adequacy of Staffing Levels	42
H: Ability to Provide Visual Supervision	43
I: Adequacy of Record Keeping	44
J: Compliance with Standards	45
K: Unresolved Issues	46
L: Recommendations	47

 TABLE OF CONTENTS

APPENDICES

Appendix A: BSCC Biennial Inspection [March 18,2016]

Appendix B: Lassen County Facility Condition Assessment
[CGL Companies, May, 2015]

Appendix C: Lassen County Comprehensive Economic Development Plan
Appendix A: Data Analysis 2016 Update
[Lassen County, 2016]]

LIST OF CHARTS AND ILLUSTRATIONS

- Figure A1: Aerial View of Lassen County Detention Area
- Figure A2: Plan View of Existing Housing Areas
- Figure A3: BSCC Rated Bed Capacity Summary
- Figure A4: Overall Floor Plan of the Lassen County Jail
- Figure C1: Lassen County Felony Arrests
- Figure C2: Lassen County Misdemeanor Arrests
- Figure C3: Lassen County Arrests by Race
- Figure C4: Lassen County Misdemeanor Arrests by Gender
- Figure C5: Lassen County Comparison of Felony vs. Misdemeanor ADP
- Figure C6: Lassen County Comparison of Pretrial vs. Sentenced ADP
- Figure C7: Lassen County Incident of Mental Health Issues
- Figure C8: Lassen County Reported Crimes
- Figure C9: Lassen County Reported Crimes per 1000 Population
- Figure C10: Lassen County Violent vs. Property Reported Crimes
- Figure C11: Annual Crime Statistics
- Figure C12: Lassen/ California Incarceration Rates
- Figure D1: One Day "Photograph" of In-Custody Population
- Figure D2: Extended One Day "Photograph" of In-Custody Population
- Figure F1: Lassen County Historical Population Statistics
- Figure F2: Lassen County Historical Population Graph
- Figure F3: Lassen County Historical Population Statistics
- Figure F4: Lassen County Projected Population Graph
- Figure F5: Lassen County Population Distribution
- Figure F6: Lassen County Historical Bookings, ADP, and ALOS
- Figure F7: Lassen County Historical ADP
- Figure F8: Lassen County Historical Unsentenced ADP
- Figure F9: Lassen County Historical Felony vs. Misdemeanor ADP
- Figure F10: Lassen County Historical Bookings
- Figure F11: Lassen County Historical Admissions
- Figure F12: Lassen County Mathematical Models
- Figure F13: Lassen County Projected ADP
- Figure F14: Lassen County Required Bed Space Projection
- Figure G1: Lassen County Jail Staffing Summary
- Figure L1: Lassen County Vacant Housing Unit Reconfiguration
- Figure L2: Lassen County Site Development Plan

INTRODUCTION AND EXECUTIVE SUMMARY

INTRODUCTION:

The basis for the Lassen County Jail Needs Assessment was well defined in the RFP issued by the County for this effort:

“The Lassen County Jail (LCJ), opened in 1991, is in disrepair, and substantial improvements are needed to maintain a safe and secure location to house offenders. The jail is a type II facility with a board rated capacity of 156. Although the jail is operating with a current inmate population less than the “total” capacity; the jail lacks space for female offenders, high security inmates, and acute care medical beds, beds compatible with ADA requirements, safety cell capacity, and inmate program space.

LCJ, constructed in 1990, also requires improvements and renovations because, in addition to being more than 20 years old, the facility was initially designed as a dual purpose adult detention center. The facility opened as both a type II county jail and as a community correctional facility (CCF) to house low level state prison inmates.

The former CCF closed in 2011 and remains vacant. The CCF portion of the jail is comprised of two large dormitories. Considering the square footage and plumbing fixtures in the dormitories; the likely rated capacity (for single bunks) would be 57. However, Long-term offenders, high security inmates, and the mixed classifications housed in LCJ are not representative of the appropriate classifications to be comingled in large dormitories.

The two large dormitories likely need to be reconfigured to create smaller segregation space to deal with many different classifications. Additionally, the former CCF dorms were never “opened” as jail beds when the facility opened in 1991. Accordingly, the fixtures need to be modernized to meet current title 24 standards if the dorms are to “open” as a county jail under an updated title 24 standards.”¹

**NEEDS ASSESSMENT
PROCESS:**

Once under contract, the DLR Group team met with Sheriff Dean Growden and his staff to outline the proposed approach and schedule. For a Needs Assessment, The California Board of State and Community Corrections (BSCC) has review authority, and has promulgated specific requirements for the organization and content required.

The basic intent of the Needs Assessment is to document historical and current conditions at the facility; to determine projected needs; and to outline actions to accommodate those. Much of the information required has to be produced by the Sheriff’s Office; fortunately, the Lassen County Sheriff’s Office was very well prepared for this effort.

The basic approach was to split the effort into three major areas:

- Projected Needs
- Physical and Operational Conditions
- Master Plan, Recommendations

¹ Lassen County Sheriff’s Office, Request for Proposals for Needs Assessment Consultant May 20, 2014.

INTRODUCTION AND EXECUTIVE SUMMARY

Projected Needs

Information on overall County population; historical in-custody population and characteristics, crime rates and types of crimes, arrests, bookings, incarceration rates, length of stay, average daily population and other statistics were compiled. DLR Group took the significant amount of information generated to develop the statistical analysis required. Multiple mathematical models were used to project anticipated in-custody population for a planning horizon of 20 years (2035).

The high and low projections were discussed to determine the consensus target planning capacity.

Physical and Operational Conditions

From a physical condition perspective, the CGL Companies 2014 Lassen County Facility Condition Assessment formed the basis of information on the facility. This was used as a base for a walking tour of the facility to confirm its findings.

At least as important were discussions on operational conditions, where several deficiencies were noted where the physical environment limits or complicates good practices being implemented. Discussions with the Sheriff and his jail staff, along with a tour of the facility were used to develop insight into these conditions.

Master Planning, Recommendations

From the information and analysis generated in the prior steps, the DLR Group will develop recommendations on what actions are required to accommodate projected needs. Based upon discussion with key stakeholders, these recommendations will be incorporated in a final Needs Assessment Report.

PARTICIPANTS:

To foster good communication to define client/user group needs and foster stakeholder participation in decision making, two committees were defined:

□ Working Group

This committee is intended to document historical and existing conditions to define an effective operational plan and translate that into projected needs and physical space and requirements.

*Membership included**:*

Dean Growden, Sheriff/ Coroner,
John Bohl, Jail Commander
Kevin Jones, Captain (Jail)
Matt McFarland, Captain (Patrol)
Marcella Lawton, Correctional Clerk
Jennifer Mohr, Program Coordinator

**Other key Lassen County staff participated depending upon topics being addressed.

INTRODUCTION AND EXECUTIVE SUMMARY

□ Project Review Committee

This committee is intended to provide key criminal justice system stakeholder participation to review projected needs and recommendations.

Membership included:

Dean Growden, Sheriff/ Coroner,
John Bohl, Jail Commander,
Tony Shaw, Deputy County Administrative Officer
Andi Barone, Court Executive Officer,
Tony Mallery, Court Representative
Michelle Latimer, District Attorney's Office
Jennifer Branning, Chief Probation Officer
Kristen Wilburn, California Highway Patrol
Melody Brawley, Health & Social Services Director
Jessica Blacka, California Forensic Medical Group

EXECUTIVE SUMMARY:

The existing Lassen County Jail provides a rated capacity of 156 beds. Historically, the Average Daily Population (ADP) in-custody headcount has ranged from 80 (currently) and 126. Based on operational good practices, there needs to be some additional bedspaces for peaking (+11%) and classification (+10%) factors in order to accommodate the actual headcount. Today, with a rated capacity of 156 beds, the Jail can accommodate an ADP of 123 individuals in-custody.

Currently, there is no issue in terms of total rated bed capacity. However, based upon mathematical modeling using historical ADP over the last 11 years, the projected bed capacity required in 2020 is 187 beds – so some additional total rated capacity will be required in the next few years.

The major problem now is what the existing housing capacity consists of. Today there is one large housing unit, primarily single and double bunked cells (94 beds); and two open dormitories (64 beds). The cell housing unit has been subdivided internally to provide classification subdivisions; however, both males and females have to be housing in this housing unit. Moreover, there is no existing bed capacity for medical and/or mental health housing.

From a physical perspective, the existing facility is 25 years old, and has not had a major overall since it was occupied in 1991. For the useful life of the Jail to be extended to another 15-20 years major capital expenditures will be required.

From an operational perspective, the biennial inspections by the Board of State and Community Corrections (BSCC) identified only a few minor conditions that need to be addressed. This indicates that the Sheriff's Office is performing well in spite of limitations posed by physical conditions in the facility.

The major problems facing the Lassen County Jail are:

- The need for a female housing unit provided complete sight and sound separation from male inmates;

INTRODUCTION AND EXECUTIVE SUMMARY

- The need for purpose designed housing for medical and acute mental health inmates;
- The need to replace the existing food service area;
- The need for additional program space;

Fortunately, the existing facility has two open dormitory areas, vacant since the State deactivated their use for a Community Correctional Facility (CCF) in 2011. Starting with this valuable resource, the proposed master plan to deal with current and projected needs includes the following recommendations:

In order to meet current and projected needs, Lassen County needs to undertake the following recommended actions:

1. Develop a Female Housing Unit in one of the vacant dorms with some cells. To the extent the County's requirements allow surplus bed space, contract those bed spaces out to other counties.
2. Provide medical/mental health assessment and housing space in ½ of the other vacant dormitory; use the other side for Re-Entry/ Work Release/ Weekender housing.
3. Reduce rated housing capacity in the large cell housing unit (401) so that there is not a large increase in Lassen County bed capacity in the short term. For example, convert Dorms 402 and 602 (currently female housing) to program space.
4. Develop housing capacity for a Reentry program and Alternative to Incarceration programs. To the extent that individuals will be leaving the facility temporarily for work, education purposes a separate entry/processing area will need to be provided.
5. Develop renovated/reconfigured housing units as direct supervision and with a configuration that would still allow future bed capacity expansion to the north in the future.
6. Replace the existing Food Service Kitchen/ Storage and as an addition, utilize the vacated space for additional program space.
7. In order to accommodate the new Food Service Addition, the existing modular building used for Day Reporting will need to be replaced. The recommendation is to develop a new Reentry/Vocational Training Building on the south portion of the site that will also accommodate Day Reporting.
8. Provide the additional staff to go with additional program/ inmate services space, enhancing the facility's ability to maintain appropriate conditions of confinement.
9. Other capital projects dealing with maintaining the existing building on line for another 20 years. These will include ADA and items from the CGL physical assessment report.

INTRODUCTION AND EXECUTIVE SUMMARY

PREVIOUS STUDIES:

Performing this Needs Assessment is important because it has been some period of time since projected needs for the Jail were examined in terms of in-custody inmate population and how they are accommodated in a physical environment.

Physical Conditions

The existing Lassen County Jail was completed in 1991; which makes the facility 25 years old. Since it opened, there has been no major renovation or rehabilitation project undertaken.

An investigation was conducted in 2015 as the *Lassen County Jail Facility Condition Assessment* by CGL Companies (May, 2015). This effort examined the physical condition of the Jail and rated each of the major building components and systems. A summary of this effort is incorporated below.

Specific deficiencies were found in the following areas that were deemed in POOR condition.:

- ❑ Security Systems|
CCTV cameras
Interior Doors and Locks
Fire Protection
- ❑ Mechanical/Electrical/Plumbing Systems
Electrical Systems
- ❑ Building Envelope
Roof
- ❑ Operational Infrastructure
Lack of ADA compliance

Of real significance was that all systems and conditions in the Jail were rated no better than FAIR. This represents the reality of conditions in a building opened in 1991 without any major overall renovation or improvements since then. In terms of long term continued use of the existing Jail it will require major expenditures to maintain that physical environment.

The CGL Report estimated that deferred maintenance items – elements that needed repair in the short to medium term to maintain building integrity – totaled approximately \$7 million. This information and the elements involved are included are delineated in Appendix B.

A current effort now is a project to upgrade the CCTV cameras throughout the Jail and for the Juvenile Detention Center. This will address one major deficiency that currently exists. Roofing work has also been undertaken recently.

Significant capital expenditures will be required to maintain the existing building on line for another 15 to 20 years.

A: THE ELEMENTS OF THE SYSTEM

This section documents what the current physical and operational conditions are for the Lassen County Jail. This context is essential in order to define projected capacity, operational, and physical needs and how to accommodate those.

OVERVIEW OF THE JAIL SYSTEM:

This section is intended to document what the current physical and operational conditions are for the Lassen County Jail. This context is essential in order to define projected capacity, operational, and physical needs.

The Lassen County Jail is a Type II facility housing both pre-trial and sentenced inmates and is the sole adult detention facility in the County. The Jail is located at 1415 Sheriff Cady Lane in the County seat of Susanville, CA. The location is a 23-acre County-owned site with the Jail adjacent to the Sheriff's Administration Building and close to the Juvenile Detention Center. The parcel also includes the Lassen Cemetery.



Figure A1: Aerial View of Lassen County Detention Area

Of note is that in addition to administration functions, the Sheriff's Administration Building also includes staff lockers and meeting/training area for jail personnel which are typically included within the Jail. The proximity of the Sheriff's Administration Building to the Jail allows those functions to be located outside the Jail, as well as providing close proximity for administrative supervision and support.

The Jail is centrally located within the County on the north side of Susanville, where arrestees are brought for processing. A new Courthouse is located 2610 Riverside Drive in Susanville – about 1.8 miles away. Given the small size of Susanville, the other criminal justice system agencies are relatively accessible within a short drive from the Jail.

A: THE ELEMENTS OF THE SYSTEM

RATED BED CAPACITY:

The rated capacity of the County Jail is 156, as determined by the California Board of State and Community Corrections (BSCC). There is former community correctional facility (CCF) capacity inside the county jail that is currently vacant. These two (2) vacant dorms were vacated in 2011 after the CCF contract was not renewed with the State of California. These dorms have never been rated as part of the Lassen County Jail capacity.

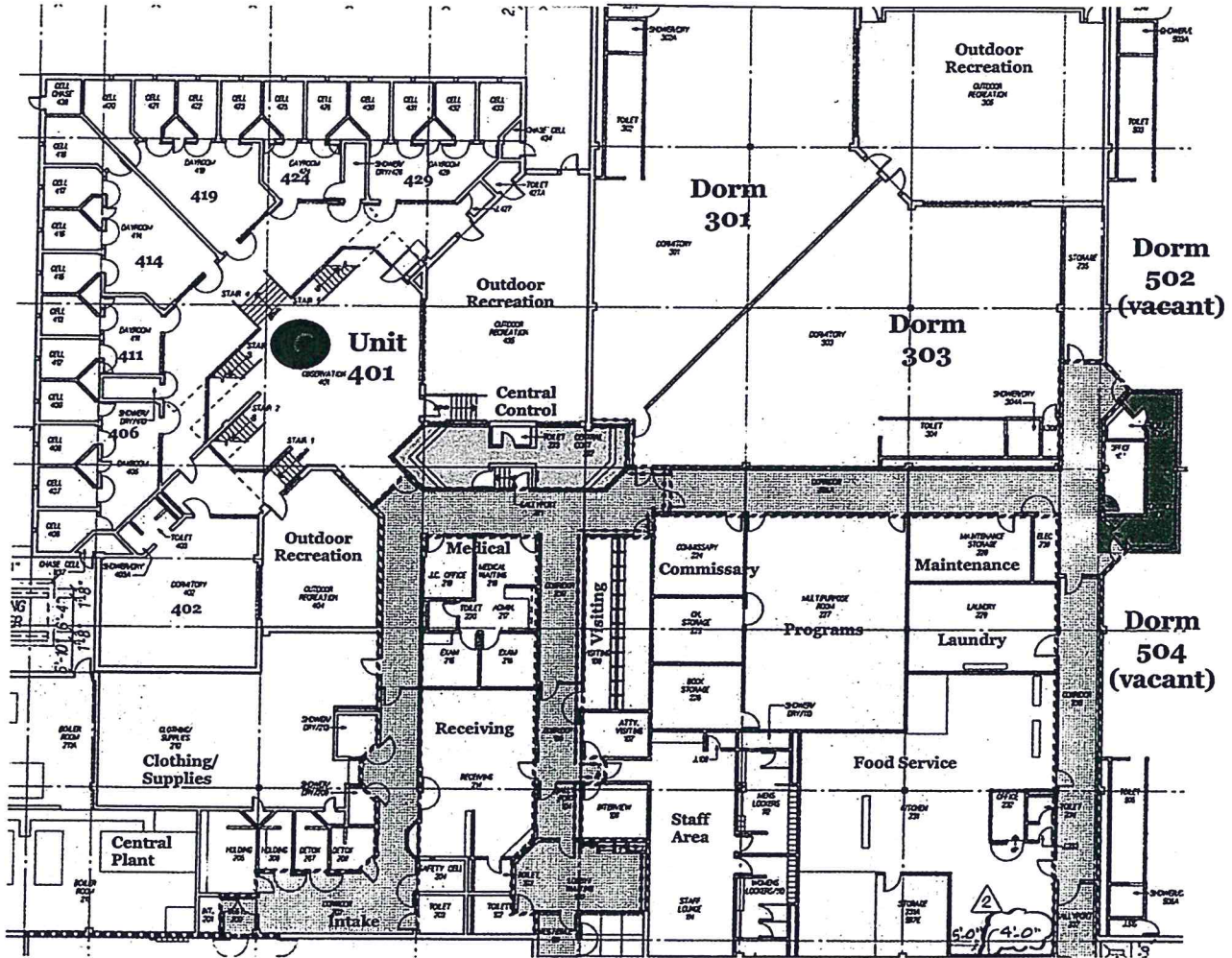


Figure A2: Plan View of Existing Housing Areas Public Entry

As shown above, there are three housing units in the Lassen County Jail.

- Housing Unit 401
This is a two level housing unit that has a mixture of single cells, double cells, and small dormitory housing types. The overall area has been configured with sub-dayrooms to provided classification subdivisions arrayed around one direct supervision housing area desk that is backed up by a housing control room that operates locking and unlocking doors as required.

A: THE ELEMENTS OF THE SYSTEM

- Housing Units 301 & 303
There are two open dormitory housing areas, each with 32 beds on a single floor level. Visual supervision of activities in these housing areas is also provided by the housing control room.

The breakdown of the existing Jail rated bed capacity is as follows:

Housing Unit

"401" Housing Unit/ Area Designations

Unit #	Type	Rated Beds	Current Use
Lower Level			
402	Dormitory	10	female
405	Single Cells	2	female
405	Double Cells	4	female
411	Single Cells	1	male
411	Double Cells	2	male
414	Single Cells	1	male
414	Double Cells	6	male
419	Single Cells	1	male
419	Double Cells	6	male
424	Single Cells	1	male
424	Double Cells	2	male
429	Single Cells	2	male
429	Double Cells	4	male
subtotal		42	
Upper Level			
601	Single Cells	6	male
601	Double Cells	34	male
602	Dormitory	10	female
subtotal		50	
Total Rated Beds 401		92	

Open Dormitory Housing Units

#	Type	Rated Beds	Current Use
301	Dormitory	32	male
303	Dormitory	32	male

Total Rated Beds 301 & 303 64

Total Rated Beds 156

Source: BSCC Living Area Space Evaluation 10/20/2015

Figure A3: BSCC Rated Bed Capacity Summary

Refer to **Appendix A: BSCC Biennial Inspection Report** for detailed information on the :Living Area Space Evaluation.

Final Report

A: THE ELEMENTS OF THE SYSTEM

FUTURE FACILITY/ CAPACITY CONFIGURATION

Overcrowding is not a problem in the Lassen County Jail; however, it is a challenge between men and women.

Expansion Opportunity:

The discontinuation of the contract with the State for a Community Correctional Facility capacity for females in particular. The vacant 502 and 503 dormitories each have

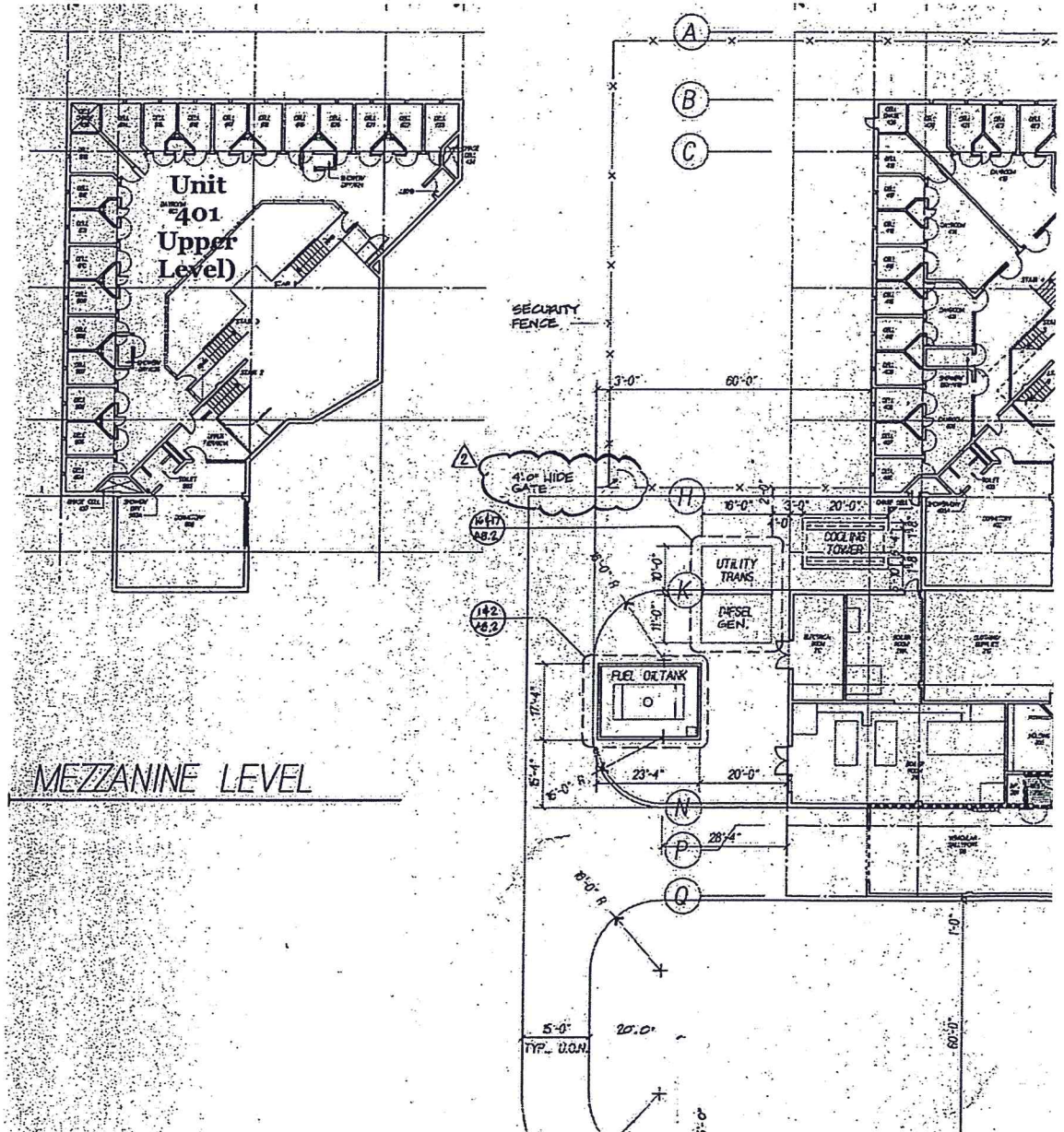
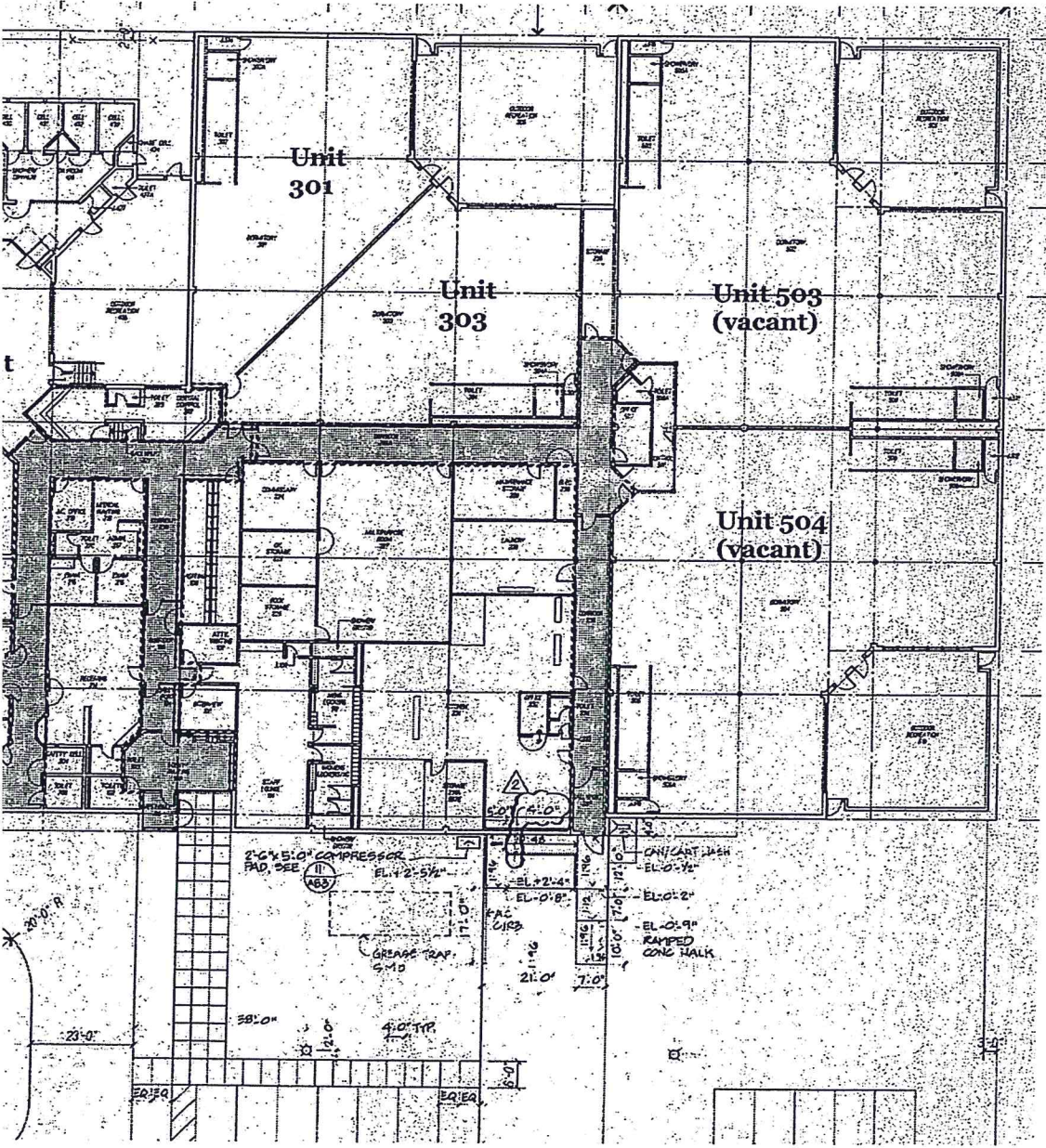


Figure A4: Overall Floor Plan of the Lassen County Jail

As illustrated in the figure above, Dorms 502 and 503 are well placed as an integra

maintain an adequate number of classification subdivisions, particularly in terms of sight and sound separations

State inmates in 2011 offers the opportunity to utilize that existing vacant space for developing more appropriate jail configuration similar to the combination of Jail dorms 301/303 – although slightly smaller.



the existing facility and can be used for more appropriate Jail capacity.

A: THE ELEMENTS OF THE SYSTEM

Current Facility/ Capacity Configuration:

The 401 Housing Unit is a typical two level Podular design (split level – one up and one down) that has been subdivided into ten subunits all visually supervised by an officer desk on the Dayroom area at mid-level. Further, security control is provided by a Housing Control Room visually supervising the activity areas that controls door operation.

In this way, the County has configured the interior of what is one large open area to achieve a number of classification subdivisions within one area. The major operational issue is that females have to be housed in parts of the 401 Housing Unit, since there is nowhere else to do so.

The overall open dormitory housing unit area (housing units 301 and 303) and has been subdivided diagonally into two dorm areas, currently rated for 32 beds each. Current use is for male inmates, and that would be continued. There is an issue with inmates going to the 301 side have to go through 303 to get there, which needs to be addressed with a new security vestibule.

Future Facility/ Capacity Configuration:

The opportunity to utilize two vacant dormitory areas offers real advantages to Lassen County – namely in being able to develop the existing open housing area “502” for women. Part of that action would be to incorporate some cells in addition to open dormitory areas.

It is expected that such use of “502” would generate some surplus female inmate housing beds, which the County could make available for other counties to contract beds for. The overall impact of providing a separate female housing unit is that it will free up all of other existing housing areas to be used exclusively for males. This would include the repurposing of vacated female dorms 402 and 602 (20 beds) to program space for males in 401.

The current intent for reuse of the other open housing unit [503] is develop a combination of Reentry and Work Release Housing. Lassen County is very interested in increasing their program delivery capability, especially in terms of getting individuals prepared to return to the community.

In each of the two vacant dormitory housing areas, the general plan would be to split them diagonally, maintaining access to exterior recreation areas, while creating another four housing areas – thereby increasing the number of classification slots available to the facility.

EXISTING FACILITY/ CONDITION:

The existing Lassen County Jail was constructed in 1991 and has not had any major additions or upgrades since then. While there is a current project pending to upgrade all CCTV cameras and controls, there are myriad problems that will need to be addressed if the facility is to continue in use for another 15 to 20 years.

Maintaining appropriate conditions of confinement in a detention facility is a significant responsibility of the Sheriff's Office. In California, physical and operational standards are established by the BSCC. The BSCC conducts a biennial inspection of each local detention facility in the State to ensure that requirements are being met, and to note any deficiencies that need to be addressed.

A: THE ELEMENTS OF THE SYSTEM

Physical Conditions:

Based upon the most recent BSCC evaluation in terms of physical conditions based on the **1988 Title 24 Minimum Standards for Local Detention Facilities**, the following item was noted:

 Safety Cell

The Safety Cell located in the Intake area is only 47 square feet but the minimum size has to be 48 square feet.

Refer to Appendix A for a full copy of the BSCC Biennial Inspection of the Lassen County Adult Detention Facility (October 20, 2015). The detailed information therein is only summarized here.

Other Required Inspections

Periodic facility inspections are also required by the Health Department and the State Fire Marshall. These are on file at the Sheriff's Office.

ADA Compliance

Another major element is compliance with the American Disability Act (ADA) requirements. The facility has multiple areas that are not in compliance, such as having at least one cell in each basic inmate housing classification to be accessible. This will require a detailed facility wide evaluation and action plan to address.

General Physical Condition Assessment

The County had a physical condition assessment done in 2015 that reviewed all major elements and systems of the facility. In the current needs assessment effort, the **Lassen County Jail Facility Condition Assessment** (CGL Companies, 2014) formed the basis for describing existing physical conditions at the Jail. DLR Group also toured the facility with key staff to verify findings in that report.

Refer to Appendix B for a full copy of the Facility Condition Assessment. The detailed information therein is only summarized here.

Major physical condition issues identified by the facility include:

 Roof

There are periodic issues of roof leaks; although a limited roofing project was undertaken in 2013.

 Kitchen Area

The current area allocated for the Food Service operation is inadequate; equipment needs to be replaced; all interior finishes need to be refurbished; and additional food storage space is needed.

 Program Space

Insufficient space is available in the facility for delivery of programs – this is viewed as a major deficiency in terms of the evolving inmate population, particularly for AB109 inmates that are serving longer terms locally.

A: THE ELEMENTS OF THE SYSTEM

Renovation Work:

Long term continued use of the existing facility will require major renovation work to keep on line for another 20 years. In addition to the major items identified above, renovation work will need to include:

Security Systems

- CCTV cameras/ Monitors (currently being addressed)
- Controlled Interior Doors, Locks, and control panels need to be replaced, along with standard locking doors that have deteriorated over time.
- Existing Fire Alarm panels need to be repaired to eliminate their being in a state of constant alarm.
- A viability cost/benefit analysis needs to be performed on the fire alarm, smoke detector, sprinkler systems in terms of replacement.

Mechanical/Electrical/Plumbing Systems

- Load testing is required on the emergency power generator to ensure current working condition. This should be part of a cost/benefit analysis in terms of replacement or expansion.
- The original air handlers, cooling tower, and primary HVAC equipment should be replaced and installed with a Building Automated System controls. All ductwork should be cleaned as part of that process.
- The leak and environmental impact of diesel fuel storage tank should be addressed as soon as possible.
- The existing boilers and circulation pumps should be replaced with energy efficient equipment, since they are in fair to poor condition.
- Lighting fixtures need to be relamped, ballasts replaced for improved lighting conditions with more energy efficient devices.

Building Envelope

- Roof - There are periodic issues of roof leaks; although a roofing project was undertaken in 2013.

Operational Conditions:

A key element that also needs to be considered is maintaining appropriate conditions of confinement in terms of operational requirements. Again, the BSCC address the minimum requirements to be met in their biennial inspection.

The BSCC evaluation of October, 2015, included review of mandated operational requirements, Medical/ Mental Health services, and nutritional requirements.

Refer to Appendix A for a full copy of the BSCC Biennial Inspection of the Lassen County Adult Detention Facility (October 20, 2015). The detailed information therein is only summarized here.

- Number of Personnel
The BSCC found that there was an insufficient number of staff to make hourly safety checks of inmates and that hourly safety checks were not sufficiently documented.

A: THE ELEMENTS OF THE SYSTEM

- **Use of Safety Cell**
A Safety Cell is used to hold only those inmates who display behavior which results in the destruction of property or reveals an intent to cause physical harm to self or others. Review of placement is required every 8 hours by a responsible supervisor; the facility was cited for not providing documentation that this periodic review was not available.

The fact that very few elements were identified for correction in the BSCC Biennial Inspection shows that the Lassen County Sheriff's Office is performing extremely well in terms of meeting minimum standards – both physically and operationally.

However, discussions with the Sheriff's Office indicate that in various ways achieving their operational objectives are difficult to accomplish. Specific problems identified in terms of operational efficacy include:

- **Number of Personnel**
Current staffing is insufficient to have new officers to attend mandatory Corrections Office Core Course within one year of hiring and PC832 Training.
- **Recruitment Issues**
Current salary levels offered for new employees are not competitive in comparison to the state and federal prisons in Lassen County.
- **Medical/Mental Health Issues**
There is no adequate interim housing space for medical and/or mental health patients.
- **Program Space**
There is a real lack of program space to provide program services to inmates, and what space exists requires taking individuals off their housing units to utilize that space. The lack of program space is exacerbated by individuals with longer term sentences to be served locally as a result of AB109.

B: OPERATIONAL AND DESIGN PHILOSOPHY

GOALS AND OBJECTIVES**Mission Statement:**

"The Sheriff is responsible for a wide range of public safety services; including the prevention, detection and investigation of crimes in the unincorporated areas of the County, operating a 24 hour Adult Detention Facility (Jail), managing a 911 dispatch center, providing search and rescue services, providing boating safety services on navigable waters, providing court security services, serving all State mandated writs, warrants, and other notices issued by the Court, and serving as the Coroner of Lassen County.

Mission Statement:

It is our pledge to work in partnership with the community to provide honest and professional public safety services, free from prejudice or favor. We will strive to provide operational excellence in every corner of the county, and dedicate ourselves to protecting our citizens.

Core Values:

All of our long-term strategies and short-term actions will be molded by a set of core values that are shared by each and every member of the Sheriff's Office.

*To always act in a **Professional** manner,*

*To **Respect** everyone,*

*To maintain our **Integrity** even in the most difficult situations,*

*To be **Disciplined**, and*

*To always maintain the highest **Ethical standard**"²*

Operational Goals:

The Lassen County Jail exists for the processing, care, and management of individuals held in lawful detention. The Sheriff's Office is committed to serving the people of the State of California and Lassen County by providing a secure, safe, and humane environment for both the staff and inmates.

The Jail Division's goals in support of this mission are:

- To comply with California Minimum Jail Standards and all other applicable federal, state, and local laws and the standards set forth by the California Medical Association;
- To apply the principles of inmate supervision as developed by the National Institute of Corrections;
- To develop and support staff through constructive supervision, leadership and training, and maintenance of high employment standards;
- To offer inmates an opportunity for rehabilitation through participation in religious, educational, recreational, vocational, and work programs;

² Lassen County Sheriff's Department Web Page

B: OPERATIONAL AND DESIGN PHILOSOPHY

- To release inmates back into the community in better condition medically & psychologically than when they came into custody;
- To manage our resources in a professional, efficient, and cost effective manner; and
- To foster a custodial environment that supports positive inmate behavior and provides.

These goals will be met through the Jail Division's commitment, dedication, and best efforts.

C: CURRENT INMATE POPULATION

INMATE PROFILE:

As a relatively small jail, Lassen County still experiences a typical range of individuals in terms of classifications and security levels. The challenge this presents is providing adequate classification separations by gender and security level.

Historical Profile and Trends

One way that a broad range of security and classification levels present themselves in Lassen County is in the arrests made by type of offense.

As shown in Figure C1, there are a wide range of arrests in terms of overall felony categories – but not large numbers in major felonies – e.g. the number of homicides varies between 0 and 1 on an annual basis. The majority of felony arrests are in property and drug-related offenses.

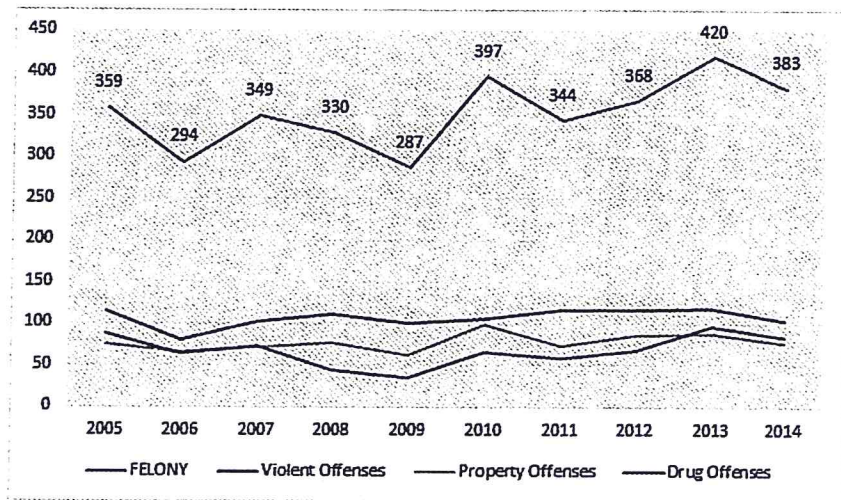


Figure C1: Lassen County Felony Arrests

Also as shown in Figure C1, there are a wide range of arrests in terms of overall misdemeanor categories, with the majority of those arrests are in assault & battery, drunk, DUI, and Failure to Appear.

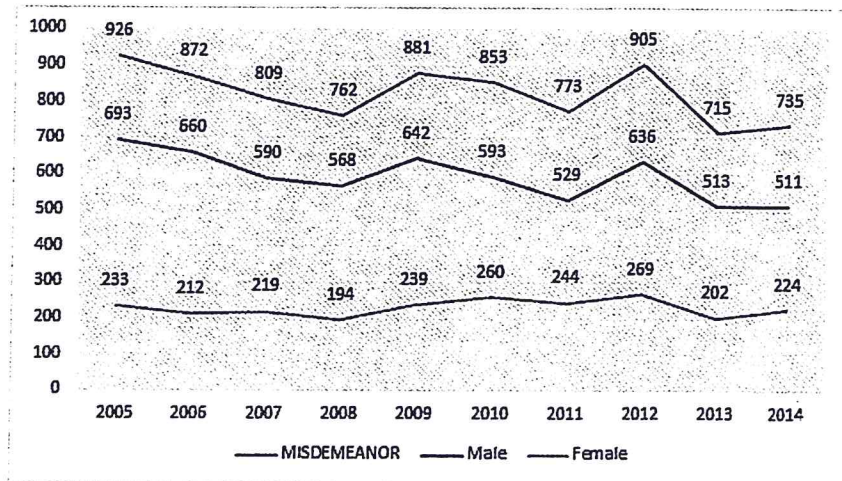


Figure C2: Lassen County Misdemeanor Arrests

C: CURRENT INMATE POPULATION

Types of Beds:

Currently, there are a total of 156 rated beds in the facility. The county predicts a gradual increase in the number of beds needed for the facility over time. The bed classifications for the facility are as follows. 30 maximum beds, 34 medium beds, and 64 minimum beds. By 2020, the total in-custody population is projected to reach 187, and by 2035, an average of 397 beds.

Refer to Figure A#: BSCC Rated Bed Capacity Summary for information on bed capacity by housing unit designation.

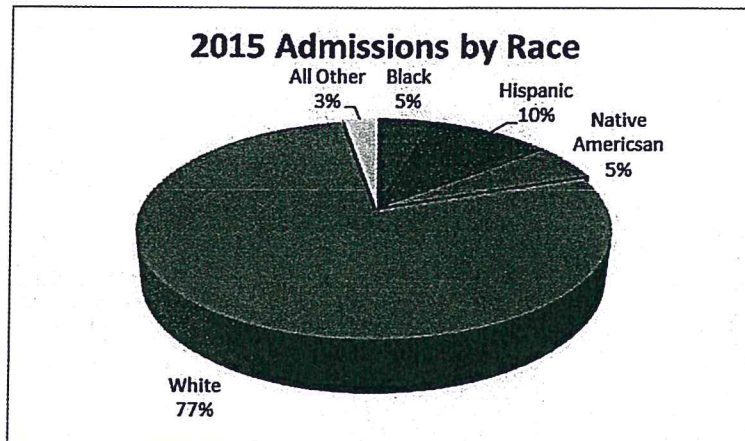
Arrest Diversity:

Figure C3: Lassen County Arrests by Race.

Special Inmate Populations:

Special inmate populations that need to be accommodated in the adult detention facilities include:

- Female inmates; including those who are pregnant or who are parents.
- Inmates with mental health needs.
- Inmates with medical and psychological needs including:
 - Developmentally disabled inmates.
 - Persons with communicable disease.
 - Adults with drug and alcohol problems
 - Geriatric Offenders
 - Suicide Risks
- Inmates with needs that fall under the Americans with Disabilities Act (ADA).
- Informants.
- Those with gang affiliations.
- High escape risks.
- Violent offenders.

As a small jail, Lassen County experiences individuals remanded to the jail that exhibit a wide range of classifications and needs over time. However, the various classifications are in small quantities and don't fit well with the available bed spaces.

C: CURRENT INMATE POPULATION

Arrest by Gender:

The table below examines the jail population by gender. The largest misdemeanor arrests were made in 2005 with 926 arrests; followed closely in 2012 with 905 arrests. There has been a -26.3% change male arrests and -3.9% in female arrests over the past 10 years with a total percentage of -20.6% decrease in misdemeanor arrests.

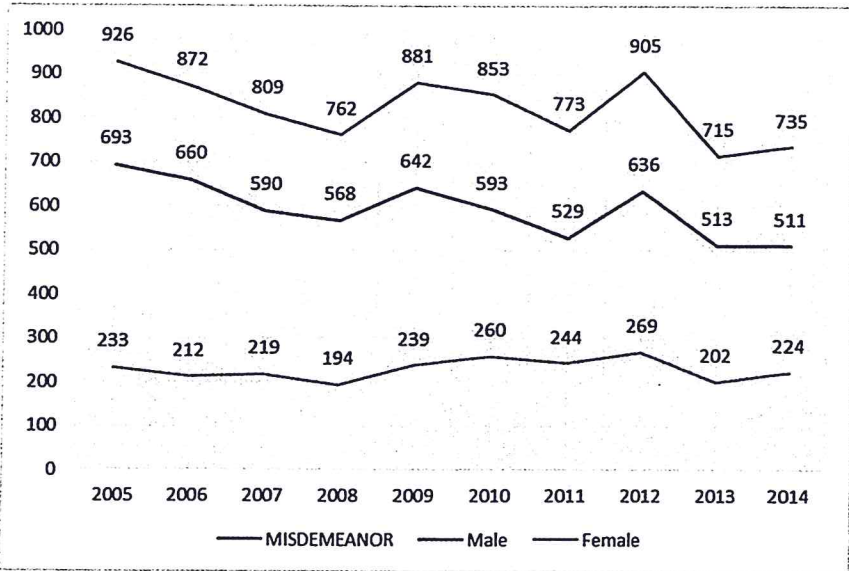


Figure C4: Lassen County Misdemeanor Arrests by Gender

Females:

There is a need for a female housing units; since in terms of cell housing females are now accommodated in housing unit 401. Females should be accommodated in separate housing and supervised by female officers. Additional issues include prenatal care for females who are pregnant, as well as the need to provide OB/GYN services for female inmates who might give birth while incarcerated. This reinforces the need for adequate medical housing space in the facility.

Mental Health:

The Lassen County Jail currently offers limited mental health services. Housing units dedicated to inmates with mental health issues are needed. Space and facilities needed to accommodate:

- Housing units for the mentally impaired.
- Mental health programs including education.
- Mental health interview, assessment and diagnosis activities.
- Pharmaceutical, medical supplies and records storage related to the needs of inmates with mental health issues
- Spaces or mental health counseling and treatment.
- Designed to reduce stress and promote good mental health.

C: CURRENT INMATE POPULATION

Other Classifications:**Sex Offenders:**

Additional issues arise when a sex offender is admitted to the facility. The general inmate population's standards and "underground" rules mirror out society and govern inmate behavior. Sexual offenses (especially offenses involving children) create a significant security risk and require separate housing outside of the general population for these offenders. Proper classification and separation is necessary to prevent these inmates from being harmed by other inmates.

Suicidal Inmates:

Inmates that have been determined to have high potential for suicide require careful observation. Indicators include prior suicide attempts and comments to other inmates or friends and family. Individuals exhibiting extreme depression require close attention, particularly if they have caused serious embarrassment to themselves and/or family members.

Currently, none of the facilities in Lassen County are specifically designed for the incarceration and treatment of mentally ill offenders. Lack of proper facilities to promote a therapeutic process prevents adequate separation and classification of inmates with medical and/or psychological problems and requires that they be held in the general population unless they are violent or severely mentally ill.

Mental Health (Special Needs):

Housing units and support facilities will be capable of meeting the medical and psychological needs of these inmates. Medical and psychological assessment space and program needs to be accommodated in special needs housing and support spaces to include:

- Assessment and diagnosis during admission (or after detoxification).
- Further assessment and detailed diagnosis as necessary.
- Ability to transport to other medical or psychiatric facilities when required.
- Accommodations for visiting specialists including psychiatric facilities when required.
- The continuing ability to provide basic dental care.
- Program space for medical and psychological programs including education.
- Access to laboratory services.
- New special needs housing designed to allow certification to reduce transportation cost and to hold violent mentally ill offenders.
- Alcohol and drug treatment (including private facilities for drug testing).
- The ability to provide consistency between medical and psychological providers inside and outside of the facility.
- Special programs related to medical and psychological needs.

C: CURRENT INMATE POPULATION

Disabled Accessibility:

Individual needs covered under California Accessibility Code and Americans with Disabilities Act (ADA) sets accessibility guidelines for public places to accommodate individuals with disabilities. These guidelines must be applied during design, construction and alteration of such buildings and facilities to the extent required by regulations issued by federal agencies, including the Department of Justice.

Informants:

Law enforcement informants often are the target of harassment and abusive behavior by other inmates if their status becomes known or is suspected. Housing that is separate from the general population is critical to ensure the protection and safety of informants.

Escape Risks:

Inmates that have prior escapes (or escape attempts) from the County Jail or other detention facilities need careful supervision. Removal from the general population is strongly recommended.

Violent Offenders:

Violent offenders present a major security risk to the general inmate population, visitors and the custody staff. These offenders should be housed in single cells designed specifically for that purpose. These cells should include cuff ports/food passes and be monitored closely.

Staff/ Inmate Assaults

In the last six years there have been 90 inmate on inmate assaults and 39 inmate on Staff assaults. This averages 15 inmate on inmate and 6.5 inmate on staff assaults annually.

Such incidents are of concern in any facility; Lassen County needs to have a more diverse housing capability to minimize interaction between different classifications and providing adequate supervision capability.

Gang Status Inmates:

Persons in custody that are entering the facility are interviewed for gang affiliations. The admitting law enforcement officers also look for gang tattoos and the classification officer reviews prior arrest history for gang affiliation.

In Lassen County, there is not the array of gang affiliations' associated with large urban areas. However, there have been historical gang affiliations with Susanville White Boys (SWB) in the last several years; but which has had a low profile in the recent past.

Most recently, a heavy influx of Motorcycle gang members (OMG) has been sighted in the County and has been reported to have established a clubhouse in the County.

C: CURRENT INMATE POPULATION

SENTENCED AND UNSENTENCED INMATES:

Another factor in examining the current inmate population is the breakdown between severity of crime and in terms of pretrial versus sentenced individuals in the in custody population.

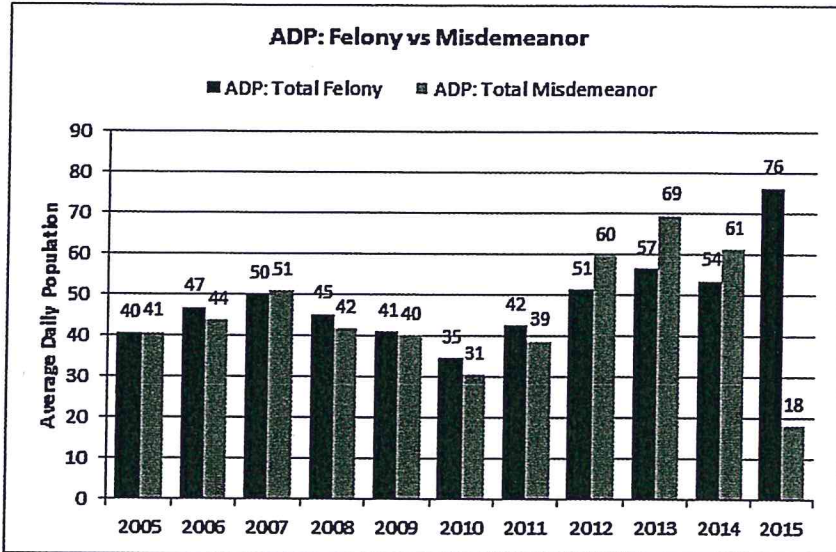


Figure C5 Lassen County Comparison of Felony vs. Misdemeanor ADP

For much of the last ten years, there has been a relative balance between Felony and misdemeanor Average Daily Population. In the last year of reported data, there was a major spike in Felony ADP.

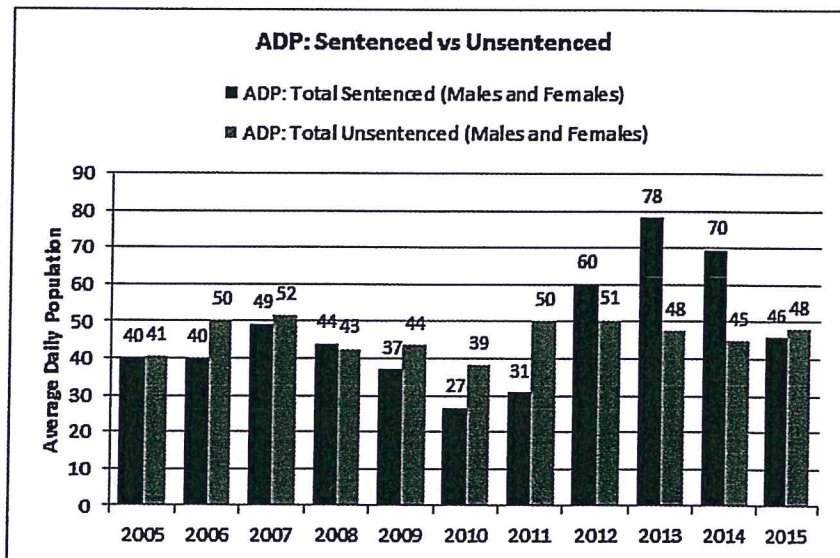


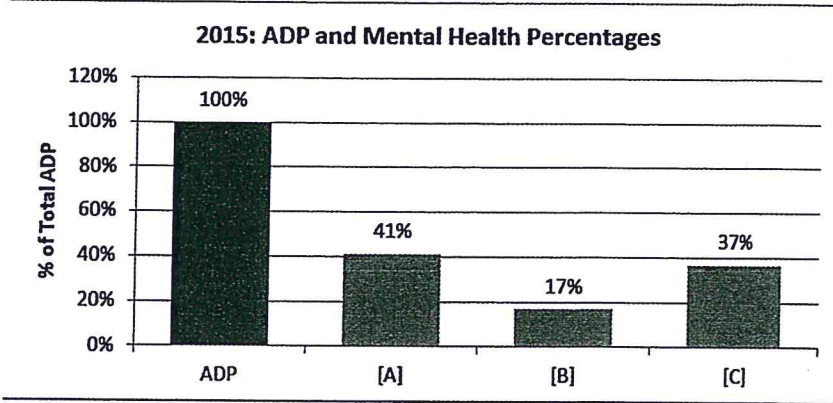
Figure C6: Lassen County Comparison of Pretrial vs. Sentenced ADP

For much of the last ten years, there has been a relative balance between Pretrial and Sentenced Average Daily Population, although there was a spike in Sentenced ADP in 2013 and 2014.

C: CURRENT INMATE POPULATION

Mental Health Population:

Another challenge facing jails today is the extent of in-custody inmates exhibiting mental health issues.



- [A] = Mental Health Cases Opened Last Day of the Month
- [B] = New Mental Health Cases Opened During this Month
- [C] = Number of Inmates, last day of the month, receiving psych medication

Source: Board of State and Community Corrections
 Reports and Publications: *Local Adult Detention Facilities: Public Safety Realignment Raw*

Figure C7: Lassen County Incidence of Mental Health Issues

As indicated above, a significant portion of the in-custody population in the Lassen County Jail exhibit mental health issues.

CONCLUSION:

Over the last decade, Lassen County has experienced a typical diversity in in-custody population in terms of charges, gender, race, security level and other classification requirements. The challenge for the Sheriff's Office has been in trying to maintain appropriate classification separations within the bed capacity they have within three housing units.

Within housing unit 401, a total of 10 subdivisions were developed with sub-dayroom areas to provide classification subdivisions. This was a good and creative strategy, but still falls short in terms of being able to separate females from males.

In order to meet their challenges, Lassen County needs to have a separate female housing unit (including some cells), and areas for medical and mental health assessment and at least interim housing for individuals with medical and/or mental health needs.

D: CLASSIFICATION OF INMATES

CRIME TRENDS:

County Crime Report:

Data for the last decade is presented in the following tables:

Crimes	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	% Change
Violent Crimes	101	89	104	121	96	118	120	132	127	140	38.6%
Homicide	3	1	0	1	1	1	1	1	2	2	-33.3%
Rape	11	10	13	13	6	8	9	8	10	6	-45.5%
Robbery	4	5	10	12	9	12	10	11	11	12	200.0%
Aggravated Assault	83	73	81	95	80	97	100	112	104	120	44.6%
Property Crimes	462	506	526	449	355	507	478	531	576	521	12.8%
Burglary	126	165	143	131	101	181	165	166	223	175	38.9%
Motor Vehicle Theft	29	27	46	16	25	35	19	31	36	30	3.4%
Larceny-Theft	307	314	337	302	229	291	294	334	317	316	2.9%
Over \$400	81	64	76	65	70	93	87	103	98	91	12.3%
\$400 and Under	226	250	261	237	159	198	207	231	219	225	-0.4%
Arson	11	5	5	5	11	4	5	9	9	4	-63.6%

Figure C8: Lassen County Reported Crimes

Crime Rate per 1,000 Population	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	% Change
Population	34,552	34,769	35,379	35,437	34,947	34,895	34,485	33,735	32,647	31,820	-7.9%
Violent Crimes	2.9	2.6	2.9	3.4	2.7	3.4	3.5	3.9	3.9	4.4	50.5%
Homicide	0.1	0.0	-	0.0	0.0	0.0	0.0	0.0	0.1	0.1	-27.6%
Rape	0.3	0.3	0.4	0.4	0.2	0.2	0.3	0.2	0.3	0.2	-40.8%
Robbery	0.1	0.1	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.4	225.8%
Aggravated Assault	2.4	2.1	2.3	2.7	2.3	2.8	2.9	3.3	3.2	3.8	57.0%
Property Crimes	13.4	14.6	14.9	12.7	10.2	14.5	13.9	15.7	17.6	16.4	22.5%
Burglary	3.6	4.7	4.0	3.7	2.9	5.2	4.8	4.9	6.8	5.5	50.8%
Motor Vehicle Theft	0.8	0.8	1.3	0.5	0.7	1.0	0.6	0.9	1.1	0.9	12.3%
Larceny-Theft	8.9	9.0	9.5	8.5	6.6	8.3	8.5	9.9	9.7	9.9	11.8%
Over \$400	2.3	1.8	2.1	1.8	2.0	2.7	2.5	3.1	3.0	2.9	22.0%
\$400 and Under	6.5	7.2	7.4	6.7	4.5	5.7	6.0	6.8	6.7	7.1	8.1%
Arson	0.3	0.1	0.1	0.1	0.3	0.1	0.1	0.3	0.3	0.1	-60.5%

Figure C9: Lassen County Reported Crimes per 1,000 Population

The statistics above show variations in reported crime by category, but the total number of crimes by category are relatively small – therefore variations seem to fluctuate by relatively large percentages.

Misdemeanor and Felony History Statistics:

Based on Reported Crimes, the preponderance of crimes in Lassen County are Property Crimes as shown below:

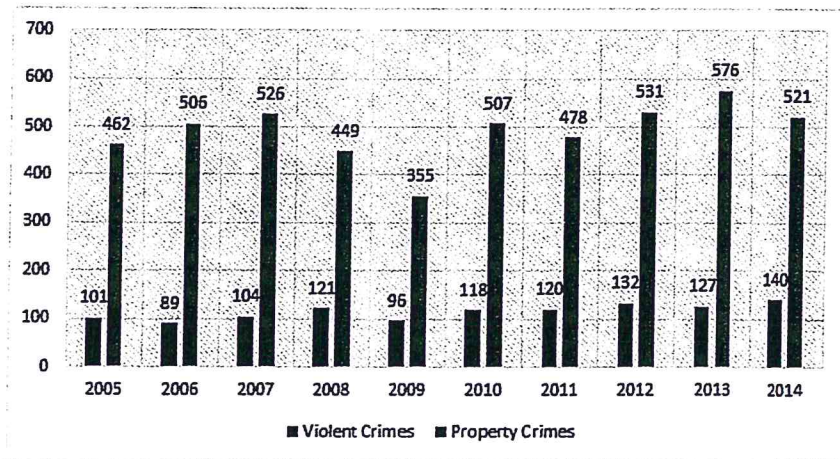


Figure C10: Lassen County Violent vs. Property Reported Crimes

D: CLASSIFICATION OF INMATES

Historical Annual Arrest Statistics:

Lassen County Felony Arrests											
ARRESTS	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	% Change
FELONY	359	294	349	330	287	397	344	368	420	383	6.7%
Male	262	224	262	244	217	289	244	273	323	281	7.3%
Female	97	70	87	86	70	108	100	95	97	102	5.2%
Violent Offenses	116	80	102	111	101	106	117	117	119	105	-9.5%
Homicide	1	0	0	0	1	0	2	0	1	1	0.0%
Rape (Forcible Rape prior to 2014)	2	0	2	1	1	0	1	0	2	4	100.0%
Robbery	5	2	1	6	1	8	4	5	2	1	-80.0%
Assault	104	76	96	104	97	97	109	111	111	98	-5.8%
Kidnapping	4	2	3	0	1	1	1	1	3	1	-75.0%
Property Offenses	76	66	72	78	62	99	74	86	89	78	2.6%
Burglary	33	26	33	34	25	58	41	37	41	28	-15.2%
Theft	24	20	16	34	22	25	19	28	26	26	8.3%
Motor Vehicle Theft	14	9	11	2	9	6	6	15	17	19	35.7%
Forgery / Checks / Access Cards	5	8	11	6	5	2	7	3	4	3	-40.0%
Arson	0	3	1	2	1	8	1	3	1	2	-33.3%
Drug Offenses	89	65	73	45	35	66	59	68	97	84	-5.6%
Other Felonies	47	59	73	71	65	86	69	68	91	87	85.1%
Lassen County Misdemeanor Arrests											
ARRESTS	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	% Change
MISDEMEANOR	926	872	809	762	881	853	773	905	715	735	-20.6%
Male	693	660	590	568	642	593	529	636	513	511	-26.3%
Female	233	212	219	194	239	260	244	269	202	224	-3.9%
Vehicular Manslaughter	1	0	0	1	0	0	0	1	0	0	-100.0%
Assault and Battery	95	86	96	124	107	112	93	76	63	68	-28.4%
Burglary	0	0	0	0	0	0	0	0	0	1	0.0%
Petty Theft	41	27	13	28	12	21	22	26	40	31	-24.4%
Other Theft	4	1	2	4	1	5	5	3	2	4	0.0%
Checks / Access Cards	2	0	1	0	7	1	6	1	2	1	-50.0%
Marijuana	10	15	49	29	47	37	4	13	7	5	-50.0%
Dangerous Drugs	0	0	0	0	0	36	21	22	52	67	86.1%
Other Drugs	132	73	37	23	26	45	54	85	60	78	-40.9%
Indecent Exposure	0	0	2	2	0	1	0	1	2	2	0.0%
Annoying Children	1	0	1	1	0	0	0	0	1	0	-100.0%
Obscene Matter	0	0	0	0	0	0	0	0	0	0	0.0%
Lewd Conduct	0	1	0	0	0	0	0	0	0	0	0.0%
Prostitution	0	1	0	0	0	0	0	0	0	0	0.0%
Contributing Delinquency of Minor	1	4	6	7	7	10	10	2	1	0	-100.0%
Drunk	201	190	163	147	188	143	136	155	42	45	-77.6%
Liquor Laws	20	18	8	22	23	5	6	9	6	3	-85.0%
Disorderly Conduct	0	0	1	0	1	0	0	0	0	3	0.0%
Disturbing the Peace	16	12	10	9	11	18	9	7	10	4	-75.0%
Vandalism	15	25	7	15	12	14	7	23	9	1	-93.3%
Malicious Mischief	0	0	0	0	0	0	1	0	1	0	0.0%
Trespassing	14	13	38	6	6	8	6	5	6	24	71.4%
Weapons	7	9	12	14	7	10	2	5	3	3	-57.1%
Driving Under the Influence	239	256	213	191	229	197	168	212	165	182	-23.8%
Hit and Run	6	9	9	4	10	10	9	9	6	3	-50.0%
Selected Traffic Violations	13	12	13	18	12	13	8	7	3	5	-61.5%
Joyriding	0	0	0	0	0	0	0	0	0	0	0.0%
Gambling	0	0	0	0	0	0	0	0	0	0	0.0%
Nonsupport	0	0	0	0	0	0	0	0	0	0	0.0%
Glue Sniffing	0	0	0	0	0	0	0	0	1	0	0.0%
City / County Ordinances	0	0	0	5	0	1	0	0	2	2	0.0%
Failure to Appear Non-Traffic	76	74	95	87	120	130	189	214	196	176	131.6%
Other Misdemeanors	30	44	32	24	53	34	17	24	34	26	-13.3%
Burglary Tools	0	0	1	1	1	2	0	1	0	0	0.0%
Other Sex Offenses	0	0	0	0	0	0	0	1	0	0	0.0%
Escape	0	0	0	0	1	0	0	1	0	0	0.0%
Arson	2	2	0	0	0	0	0	2	1	1	-50.0%

Source: California Office of the Attorney General, Criminal Justice Statistics Center

Figure C11: Annual Crime Statistics

D: CLASSIFICATION OF INMATES

Incarceration Rate:

Given crime and arrest statistics, one of the real measures of criminal justice system impacts on required detention bed requirements is the overall incarceration rate.

Key Comparison on Crime, Arrests and Incarceration		
Lassen and California - 2014		
Attribute	Lassen	California
Population	35,038	38,567,459
Adult Population	28,554	28,337,377
Persons 65 years and older	12%	13%
Percent White	66%	39%
Crime Rate		
Violent Crime	140	151,425
Property Crime	521	946,682
Arson	4	7,135
Total Crime	665	1,105,242
Rate per 100,000 Population		
Adult Arrests		
Felonies	383	439,958
Misdemeanors	735	762,006
Total Arrests	1,118	1,201,964
Adult Arrest Rate	3,191	3,117
Jail Population	115	81,565
Pretrial	39%	62%
Sentenced	61%	38%
Incarceration Rates		
Per 100,000 Total Population	328	211
Per 1,000 Reported Crimes	173	74
Per 1,000 Adult Arrests	103	68

Sources:

Population: California Department of Finance; Demographic Research Unit

Crime and Arrest Data: State of California Department of Justice; Office of the Attorney General

Jail Population: Board of State and Community Corrections; Lassen County Sheriff's Department

Figure C12: Lassen/California Incarceration Rate

Comparatively speaking, the incarceration rate in Lassen County is higher than the California State average.

D: CLASSIFICATION OF INMATES

INMATE POPULATION CLASSIFICATIONS:

While the overall number of in-custody inmates dictates total capacity requirements, the companion information needed is how many individuals fall into the various classification categories, which in turn dictates how many beds are needed to accommodate the specific subsets of individuals in the system (e.g. male/female, adult/juvenile, special needs, security classification).

Since this information was not available from historical data, a one day "photograph" of the system was performed by the Sheriff's Office to illustrate what their current population looks like in terms of classification categories. This information is presented below.

Lassen County Jail Snapshot Numbers												
Housing Unit/ Subunit Designation	Rated Cap.	Male	Female	Total	Juv	Pretrial	Sentenced	Security Level				
								Seg	Max	Med	Min	Total
Upper SHU	40	23	0	23	0	16	7	0	6	12	5	23
Lower SHU	32	15	4	19	0	15	4	0	10	7	2	19
402 Dorm	10	0	3	3	0	1	2	0	0	2	1	3
602 Dorm	10	0	5	5	0	1	4	0	0	2	3	5
301 Dorm	32	13	0	13	0	6	7	0	4	3	6	13
303 Dorm	32	17	0	17	0	6	11	0	2	11	4	17
502 Dorm	Not Rated											
504 Dorm	Not Rated											
205 Holding*	15											
206 Holding*	5											
207 Sobering*	3											
208 Sobering*	3											
204 Safety Cell*	1											
Totals	156	68	12	80	0	45	35	0	22	37	21	80

Source: Lassen County Sheriff's Office. Data from In-Custody Population on 12/13/2016.
 *Temporary Holding Cells are not counted as part of the Jail's Rated Capacity.

Figure D1: One Day "Photograph" of In-Custody Population

Lassen County Jail Snapshot Numbers																
Housing Unit/ Subunit Designation	Rated Cap.	Special Needs				Race						Age				
		Medical	Acute MH	MH	Med/MH	White	Black	Hispanic	Asian	Native American	Other	under 18	18-24	25-34	35-44	45 or more
Upper SHU	40	0	0	4	0	18	1	4	0	0	0	0	7	11	3	2
Lower SHU	32	1	0	6	1	11	1	4	0	1	2	0	2	7	7	3
402 Dorm	10	0	0	2	0	2	0	1	0	0	0	0	0	3	0	0
602 Dorm	10	0	0	2	0	2	1	2	0	0	0	0	0	2	2	1
301 Dorm	32	0	0	2	0	12	0	1	0	0	0	0	2	6	4	1
303 Dorm	32	0	0	3	0	11	2	2	0	1	1	0	1	7	7	2
502 Dorm	Not Rated															
504 Dorm	Not Rated															
205 Holding*	15															
206 Holding*	5															
207 Sobering*	3															
208 Sobering*	3															
204 Safety Cell*	1															
Totals	156	1	0	19	1	56	5	14	0	2	3	0	12	36	23	9

Source: Lassen County Sheriff's Office. Data from In-Custody Population on 12/13/2016. 80 80
 *Temporary Holding Cells are not counted as part of the Jail's Rated Capacity.

Figure D2: Extended One Day "Photograph" of In-Custody Population

D: CLASSIFICATION OF INMATES

Several things stand out in this information in comparison to what we have seen across the country.

- Lassen County has an adequate rated bed capacity for current needs and even medium term needs, although maintaining classification separations is a major challenge.
- Longer term rated capacity and classification separation needs can be met with through repurposing the two vacant dormitory areas to meet specific needs.
- The typical gender split in Lassen County is 85% male and 15% female.

Existing Classification Process:

Lassen County utilizes the National Institute of Corrections of the Department of Justice (DOJ) Assessment form and Prison Rape Elimination Act (PREA) Assessment as their basis intake assessment process.

Information on each inmate in terms of criminal, medical, psychological, and detention history is used to appropriately assign housing, work and programs. Classification also considers other factors on an individual basis such as an inmate's physical disabilities, sexual orientation and gang association.

It is not infrequent that the individual being processed in has been in the system previously. In such cases, prior institutional behavior can be used as part of the classification process. Typically, Lassen County classifies individuals as:

- segregation,
- maximum,
- medium,
- minimum security

while also noting special needs exhibited.

Elements of the Classification System:

Persons committed on criminal process and detained for trial may be kept or put in the same room with person convicted and under sentence for the purpose of participation in supervised activities and for purpose of housing, provided that the housing occurs as the result of a classification procedure.

The procedure is based upon consideration of criminal sophistication, seriousness of crime charged, presence or absence of assaultive behavior, age and other criteria that will provide for the safety of prisoners and staff. Accordingly, the mandates outlined in these two regulations frame the structure of the classification system that must be followed for the proper classification of inmates. Elements considered include:

D: CLASSIFICATION OF INMATES

Criminal Sophistication

Criminal history, prior incarceration history, size, demeanor, gang affiliation and prison tattoos are some factors that may tend to reveal a person's level of sophistication or lack thereof.

Current Charges

Violence, property crimes, weapons used, and the circumstances surrounding the charges all may provide insight into a person's housing or program eligibility.

Assaultive / Non-Assaultive Behavior

Acts committed during the commission of the current crime charged, during past or current arrest, past convictions, or prior custody may reveal a person's propensity for predatory violence.

Age of the Inmate

Is the inmate of old or tender age?

Sex of the Inmate

Determines gender specific housing.

Other - Relevant information that directly relates to the inmate's potential for special needs, programs or housing; such as but not limited to: medical or psychological conditions, drug or alcohol addiction, prior escape history, gang affiliation, enemies, racism or need for protective custody such as but not limited to sex charges and gang dropout status.

Security and Custody Levels:

When describing "security characteristics", it is important to understand the differences between "Security" and "Custody" levels as many use these terms synonymously.

The "Security" level refers to the physical characteristics of the facility. Maximum security means that there are a number of physical security features such as fences, cameras, concrete walls, cells, etc. that the individual is housing within. Minimum security refers to a housing unit that has minimal physical security designs. It is common for minimum security areas to not have a fence or cells.

"Custody" refers to the degree of restraint placed on an inmate. A maximum custody inmate would be in the highest security area of the facility, i.e. behind fences, concrete walls and in a cell. Additionally, the degree of restraint would be high, such as requiring any movement of the inmate to be escorted by two officers with the inmate being handcuffed and leg shackled. The inmate would not be afforded access to other inmates and would have minimal freedom of movement.

The "Custody" level for inmates assigned to minimum security would be very low. These would generally be outside inmate workers who do not pose a great threat to the public. Minimum security/custody inmates would be assigned to housing that had very few physical security features and the inmates would not have cells but rather dormitory sleeping arrangements. The inmates would have freedom of movement and be given outside work assignments. The benefit of minimum security/custody facilities is the savings in both the construction of the physical plant and the number of staff members required to supervise the inmates.

D: CLASSIFICATION OF INMATES

Security level - refers to the characteristics of the physical plant that holds the inmate. Security levels are determined by the type of buildings, locks, fences, alarms, etc., which is used to keep an inmate in custody. It is possible, to have an inmate who is a relatively low custody level but because of high bail, prior escape or fugitive holds, should be housed in a higher security level.

Classification Review:

A review of all inmate classifications is performed weekly with supervisory and staff working directly in contact with inmates.

E: PROGRAMS

PRACTICES THAT REDUCE THE DEMAND FOR BEDS:

While there are no overcrowding issues in Lassen County, there are efforts in the criminal justice system to reduce the demand for beds.

A major consideration is that the existing Jail lacks adequate staff and space to conduct meaningful programs to continue to reduce recidivism. Moreover, the relatively small total number of inmates doesn't produce large class sizes for various programs currently provided or under consideration. However, the County is committed to improvement the number and delivery of program services to inmates.

Objectives include:

- Encouraging inmate family visitation and expanding available visiting hours;
- For longer term sentenced inmates such as those defined under AB109, develop customized program opportunities to fit their specific needs;
- Providing anger management and alcohol/ substance abuse programs for all inmates;
- Focusing on first and second time offenders with non-violent, non-felony charges for Re-Entry Programs, including life skills, job placement, and other transitional skills;
- Providing adequate funding for the school district and Health Department to provide resource personnel for programs;
- Use of Work Furlough late in incarceration periods; and
- Use of Probation Officers to assist the Offender to succeed.

Initiatives in Place:**Day Reporting**

There is space and personnel on site in a separate structure for the Day Reporting Center.

Pretrial Release

The Lassen County Probation Department initiated a Pretrial Release Program in January, 2016. To date, there have been 4 individuals released under that program.

Electronic Monitoring (EM)

There is an active EM program for local (in-county) inmates. Recently, the Sheriff's Office entered into an agreement with EM Leaders in Community Alternatives (LCA) for out-of-county inmates. Individuals on EM are encouraged to gain employment and attend the Day Reporting Center.

County Parole

Lassen County uses County Parole on a case-by-case basis.

ICE Inmates

Policy on holding ICE individuals is consistent with AB4; all ICE detainees must be approved by the Facility Captain.

E: PROGRAMS

Drug Court

The specialized Drug Court appears to be effective for 1st and 2nd time offenders (and sometimes 3rd offenders); typically the Presiding Judge will commit individuals for a 3rd failure, depending on specific circumstances.

Early Releases

Early releases are typically granted as long as the request is consistent with the intent of 4018.6 PC.

Religious Programs

The Lassen County Jail has active Chaplaincy Programs.

Community Service Program

Several years ago, Judge Tony Mallory took the bench as the second County Judge, he established a "Community Service" program that takes place outside of the SWAP or Sheriff's Programs for misdemeanor offenders.

SWAP (Sheriff's Work Alternative Program)

SWAP has been a mainstay of the Lassen County Sheriff's Office in terms of providing opportunities for an alternative to incarceration. Currently, the Sheriff's Office is planning to revise this to Alternative Custody Services as an umbrella for a range of alternative programs.

It should be noted that there are no drug treatment facilities in Lassen County. All programs offered are volunteer AA/NA and no in facility treatment. There is limited vocational education offered at the College or privately in Lassen County.

Proposed Initiatives:

With the position of Program Coordinator filled at the end of December, 2016, the Lassen County Sheriff's Office will be able to reaffirm existing programs and to develop additional program offerings to enhance program services capability at the Jail. The main limitation now is the lack of available space to conduct program offerings. Proposed initiatives include:

Expanded Adult Education

A specific focus is to provide the space and staffing to increase adult education and literacy programs, including:

- GED preparation
- A/B English, Math, Literature
- Culinary Arts Vocational Certification
- Computer skills
- College courses taught in the Jail

Courage to Change

Provision of this successful program and associated counseling to positively impact individual attitudes and behavior.

E: PROGRAMS

Anger and Stress Management

Targeted programs of benefit to individuals that have been incarcerated.

NA/ AA Program

Provision of the Narcotics Anonymous (NA) and Alcoholics Anonymous (AA) programs to in-custody individuals.

Work Release/ Weekend Sentencing

The Sheriff's Office would like to initiate a work release program and weekend sentencing program to offer alternatives to straight incarceration for those individuals capable of benefiting from the program.

Re-Entry Programs

Physical space and staff for this initiative would need to be provided, with the intent on initial programs for in-custody individuals followed by continuing services after release.

Mental Health Programs

Lassen County hired a Licensed Clinical Social Worker in the first week of January, 2017 to reinforce the program services for individuals with mental health issues.

This individual will be focusing on:

- Addiction and Domestic Violence treatment;
- Socialization and Skill Development for Administrative Segregation inmates;
- Individual counseling;
- Suicide Watch Management;
- Group Therapy, Including AA and NA; and
- Treatment modality vs. medicating.

Appropriate space is required for this program; with an intended focus on assessment and in-house treatment programs.

F: ANALYSIS OF ADULT CORRECTION TRENDS

This report is an analysis of local trends and characteristics that influence planning assumptions about future detention system growth. Different factors that influence change, including projected population increases, current and projected inmate populations and program costs bases on continuation of current policies are measured. Projections of alternative policies or programs on inmate population growth and program costs, as well as observed factors that could affect the level of criminal activity in the jurisdiction including trends in felony and misdemeanor arrests, trends in average daily populations, considerations relative to special inmate populations (including females and other indications of shifts in the inmate populations) are taken into account.

These population indicators will assist in determining the design, security/custody level (i.e., minimum, minimum-high medium-low, medium, medium-high, maximum-low, and maximum security, as well special housing needs for disciplinary isolation, administration segregation, infirmary, psychological and protective custody) and type of detention beds required in a new or expanded facility.

The program projections based on the continuation of current policies provides a baseline against which the potential of alternative programs can be measured and serves to identify emerging problems that could impact the criminal justice system. Projections of the impact of alternative policies or programs on inmate population growth and program costs often point toward exploring alternative methods to control and manage offender populations.

COUNTY POPULATION PROJECTIONS:

The state of California’s Department of Finance provided information on the historical profile and trends of County Population for the past 10 years, as illustrated in the tables below. Although originally projected to increase in population, Lassen county has actually experienced a consistent decrease in population.

Historical Population Growth:

POPULATION												
Area	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Lassen County	34,552	34,769	35,379	35,437	34,947	34,895	34,485	33,735	32,647	31,820	31,421	30,780
California	35.9	36.1	36.4	36.7	37.0	37.2	37.5	37.9	38.2	38.6	38.9	39.3

Source: California Department of Finance
 Center for Strategic Economic Research, May 1, 2016
 Data Source: California Department of Finance, E-4 Estimates
 Notes: All figures based on January of the corresponding year.
 DOF Disclaimer: "Parts may not add due to independent rounding."

Figure F1: Lassen County Historical Population Statistics

F: ANALYSIS OF ADULT CORRECTION TRENDS

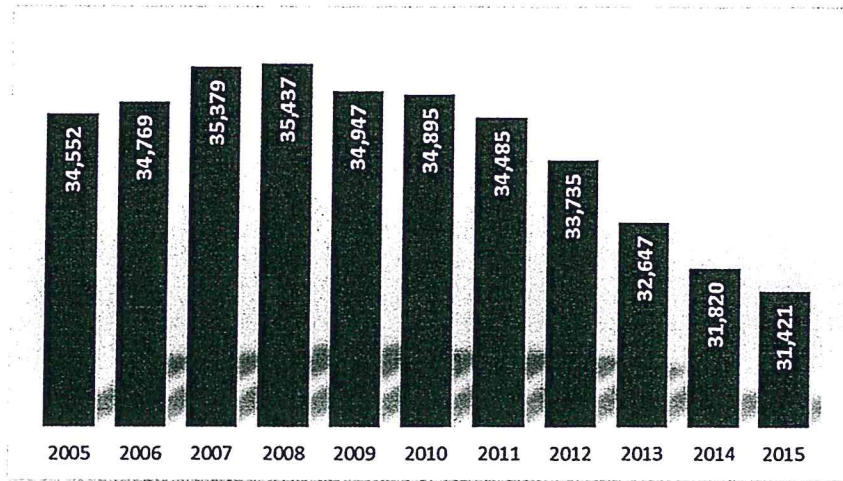


Figure F2: Lassen County Historical Population Graph

Projected Population Growth:

POPULATION PROJECTIONS								
Area	2015	2020	2025	2030	2035	2015-2020	2015-2025	2015-2035
Lassen County	35,190	36,386	37,490	38,224	38,719	3.40%	6.54%	10.03%
California (in Millions)	37.34	38.90	40.62	42.37	44.09	4.16%	8.78%	18.06%

Source: California Department of Finance
 Projections Prepared by Demographic Research Unit, California Department of Finance, December 2014

Figure F3 Lassen County Historical Population Statistics

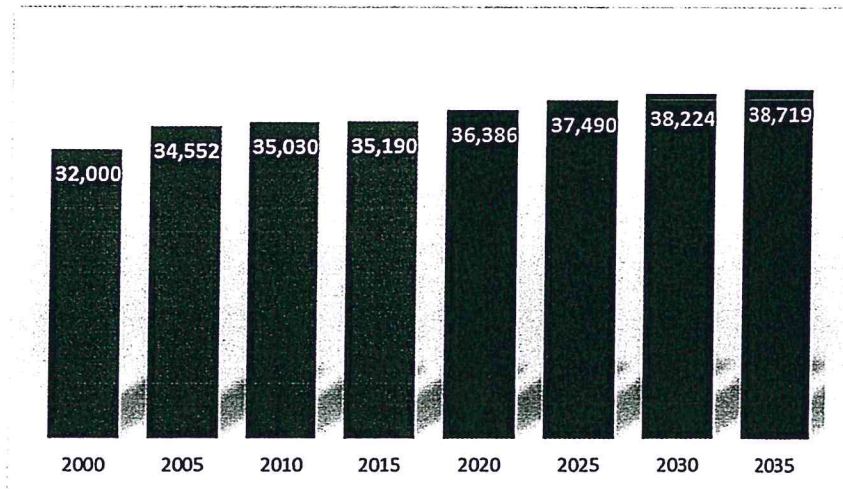


Figure F4: Lassen County Projected Population Graph

F: ANALYSIS OF ADULT CORRECTION TRENDS

Conflicting Demographics:

What sticks out between the County population projections by the State and actual Lassen County population is a significant difference between the two – 7,248 higher in projected from actual in 2015.

The answer to this discrepancy lies in the fact that incarcerated individuals in three prison facilities in the County are counted in the overall State projections of County population. The three correctional institutions in Lassen County are:

- California State Correctional Center;
- High Desert State Prison; and
- Federal Correctional Institution, H

In recent years, the California State Prison System cut billions in expenditures and has seen the total prison population go down – at least in part from passage of Proposition 47 in 2014.

The relationship between incarcerated and civilian population in Lassen County is illustrated in the following graphic.

	Population Estimates		
	2000	2012	2015 ⁴¹
Lassen County	33,828	35,050	32,092
California Correctional Center	5,753 ⁴²	4,459 ⁴³	2,966
High Desert State Prison ⁴⁴	4,334	3,717	3,494
FCI Herlong	n/a ⁴⁵	1,635 ⁴⁶	1,510
Total group quarters:	10,087	9,811	8,233
Net Population	23,741	25,239	23,859

⁴¹ State of California, Department of Finance, *E-1 Population Estimates for Cities, Counties and the State with Annual Percent Change— January 1, 2014 and 2015*. Sacramento, California, May 2015

⁴² Source: California Department of Corrections and Rehabilitation’s Monthly Inmate Population Reports, 2000 year end.

⁴³ Source: California Department of Corrections and Rehabilitation’s Weekly Inmate Population report, August 15, 2012

⁴⁴ Source: High Desert State Prison Public Information Office, August 2012

⁴⁵ Federal Correctional Institution Herlong opened in 2005

⁴⁶ Source: Federal Bureau of Prisons’ Weekly Population Report dated August 16, 2012.

Figure F5: Lassen County Population Distribution³⁴

Based on this information, almost 35% of the population in Lassen County consisted of individuals incarcerated in State or Federal prisons in 2015. We also note that the decline in “group quarters” population is what leads to a declining overall population in the County.

In order to discount this condition, projections for in-custody inmate population for the Lassen County Jail were based on historical and projected Average Daily Population (ADP).

⁴ *Lassen County Comprehensive Economic Development Plan*
Appendix A: Data Analysis 2016 Update, page 25
[Lassen County, 2016]

F: ANALYSIS OF ADULT CORRECTION TRENDS

**CURRENT AND HISTORICAL
INMATE POPULATIONS:**

**Current and Historical Inmate Population:
Historical Annual Admissions/Bookings:**

The table below shows the total number of booking to average around 1,750 bookings annually and an increase in the average length of stay. The populations

The percentage of felony to misdemeanor has shifted to include a larger percentage of felony bookings. The table below shows historical bookings from 2006 through 2014. The bookings of AB109s are included in the total below, and represented 14% of the total in 2012 and 2013, and 11% of the total in 2014.

BOOKINGS, ADP & ALOS											
Total	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Bookings	1,940	1,897	1,954	1,783	1,782	1,577	1,794	1,792	1,618	1,642	1,365
ADP	81	90	101	87	81	65	81	111	126	115	94
ALOS ¹	15.2	17.4	18.9	17.7	16.5	15.1	16.5	22.6	28.4	25.5	25.2
¹ ALOS = [ADP / Annual Bookings] *365											
ADP Breakdown	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
ADP Total	81	90	101	87	81	65	81	111	126	115	94
Unsentenced	41	50	52	43	44	39	50	51	48	45	48
% ADP: Unsentenced	50%	56%	51%	49%	54%	59%	62%	46%	38%	39%	51%
Sentenced	40	40	49	44	37	27	31	60	78	70	46
% ADP: Sentenced	50%	44%	49%	51%	46%	41%	38%	54%	62%	61%	49%
Felony	40	47	50	45	41	35	42	51	57	54	76
% ADP: Felony	50%	52%	50%	52%	51%	53%	52%	46%	45%	47%	81%
Misdemeanor	41	44	51	42	40	31	39	60	69	61	18
% ADP: Misdemeanor	50%	48%	50%	48%	49%	47%	48%	54%	55%	53%	19%
ADP by Classification	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
ADP Total	81	90	101	87	81	65	81	111	126	115	94
Maximum	38	39	49	44	37	30	35	53	20	33	24
% ADP: Maximum	47%	44%	49%	51%	45%	46%	43%	48%	16%	29%	25%
Medium	43	51	52	43	44	35	46	49	36	29	24
% ADP: Medium	53%	56%	51%	49%	55%	54%	57%	44%	28%	25%	25%
Minimum	-	-	-	-	-	-	-	9	70	53	47
% ADP: Minimum	0%	0%	0%	0%	0%	0%	0%	8%	55%	46%	50%

Figure F6 Lassen County Historical Bookings, ADP, and ALOS

These statistics are represented graphically on the following pages.

F: ANALYSIS OF ADULT CORRECTION TRENDS

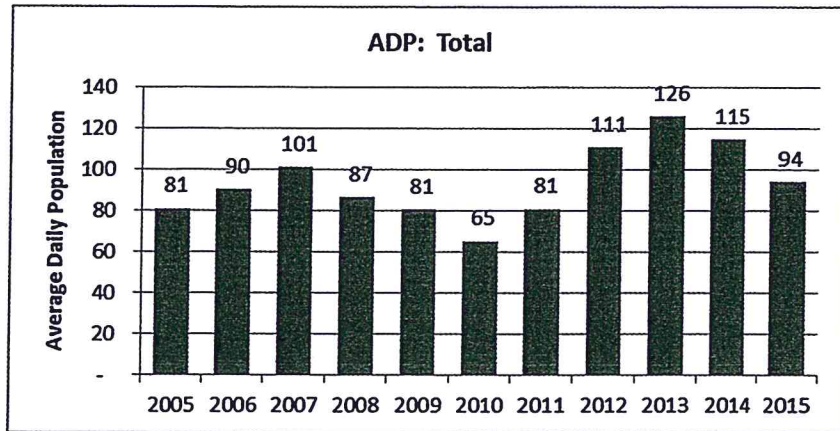


Figure F7: Lassen County Historical ADP

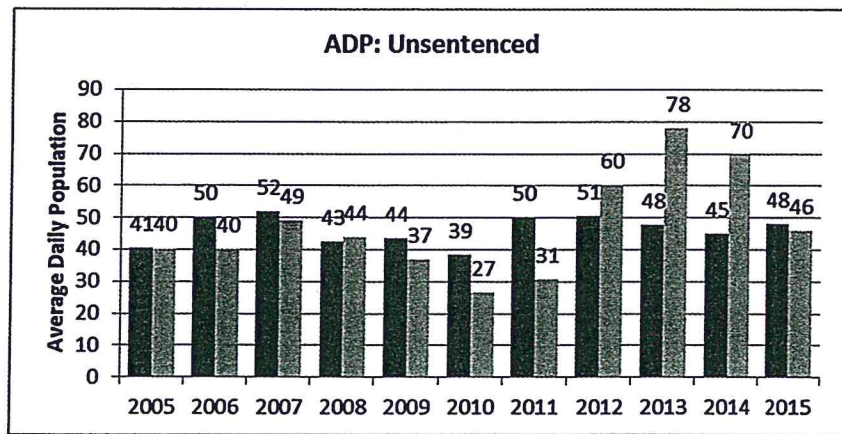


Figure F8: Lassen County Historical Unsentenced ADP

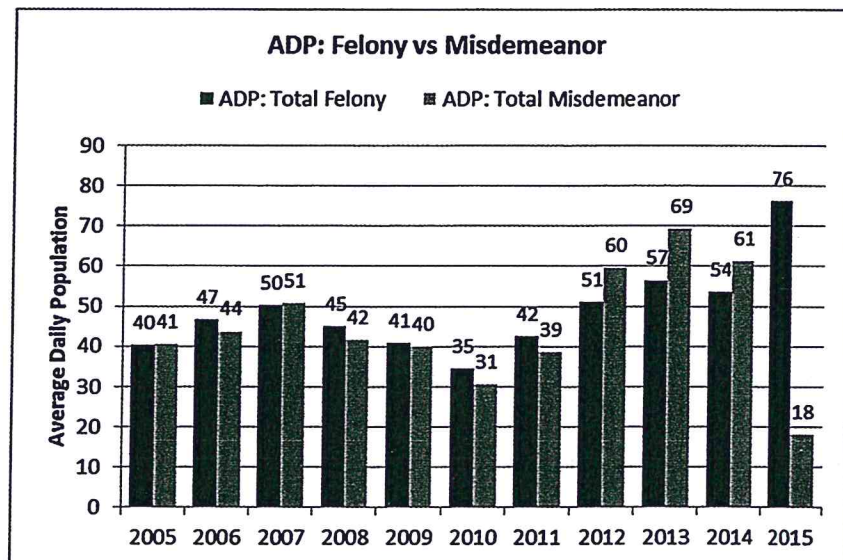


Figure F9: Lassen County Historical Felony vs. Misdemeanor ADP

F: ANALYSIS OF ADULT CORRECTION TRENDS

Historical Annual Admissions and Bookings

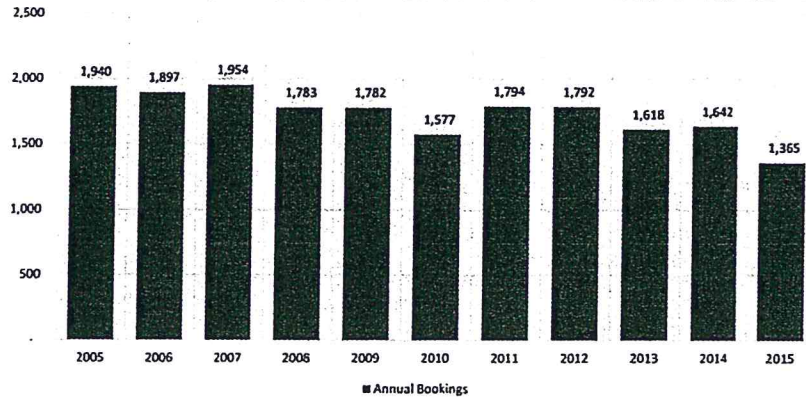


Figure F10: Lassen County Historical Bookings

Annual	Admissions			
	New Admission [A1]	Parole Violators [C2+C3+C4]	Total Admissions ¹	Total Admissions ²
2011 ³	17	11	28	29
2012	47	58	105	137
2013	73	40	113	190
2014	40	44	84	199
2015 ³	5	14	19	34

¹ Includes the following categories:

- New Admissions and Parole Violators

² Includes the following categories:

- New Admissions + Parole Violators + Probation Violators + Flash Incarcerations

³ 2011 includes data for: October-December 2011

³ 2015 includes data for: January-March 2015

Penal Code Section 1170 (h) (3-nons)	
A1	Number of PC 1170(h)(1) offenders sentenced to local custody.
A2	Number of PC 1170(h)(1) offenders released to a sheriff's alternative custody program.
A3	Number of PC1170(h)(1) offenders in a sheriff's alternative custody program returned to custody.
Post Release Community Supervision	
B1	Number of PRCS offenders booked on a PC 3454 (c) flash incarceration only.
B2	Number of PRCS offenders booked during the month.
B3	Number of PRCS offenders booked with a new local charge(s).
B4	Number of PRCS offenders who received jail time as a result of a revocation hearing.
State Parolees - Penal Code Section 3056	
C1	Number of persons booked on a PC3056 [PC3000.08] parole violation only during the month.
C2	Number of parole violators who received jail time as a result of revocation hearing.
C3	Number of parole violators booked with a new local charge(s).
C4	Number of parole violators who received a local sentence.

Figure F11: Lassen County Historical Admissions

F: ANALYSIS OF ADULT CORRECTION TRENDS

INMATE POPULATION PROJECTIONS:

One of the major driving forces in the project is the number of in-custody individuals that need to be accommodated in the jail system over time.

Needs Assessment Projections Methodology:

The following summary indicates the basic analysis methodology used in arriving at the conclusions and recommendations for Average Daily Populations (ADP) and Rated Bed Capacities (RBC):

- ❑ Historical inmate annual admissions / bookings were obtained for the last nine years and converted into average length of stay ALOS.
- ❑ Historical inmate annual detention days served were obtained for the last nine years and converted into average daily populations ADP.
- ❑ Historical inmate monthly ADP was obtained for the last nine years. (these are the ADP reports sent to BSCC).
- ❑ Included in the County ADP are beds for AB 109 Inmates.
- ❑ The County historical resident's population was obtained for the last ten years from the California Department of Finance.
- ❑ To arrive at the County inmate's growth any out of County and contract beds for CDCR, FBOP etc. for the ten year period are removed from the ADP and detention days served. (Currently Placer County has no contract beds)
- ❑ A ratio of County inmate's detention days to actual County resident populations is done for the ten year period.
- ❑ These ratios are used with the projected future County resident populations to obtain projected inmate average daily population.
- ❑ Added to the County inmate ADP are peaking and classification factors that provide beds needed to properly operate a safe secure County Jail facility complying with CSA standards. The end result is the facilities rated bed capacity RBC for future five year increments.

Mathematical Models:

PROJECTIONS	2016	2020	2025	2030	2035	
ADP PROJECTIONS						
Status Quo Base: ADP Total						
Model 1: ADP	113	189	284	379	474	Basis: monthly ADP; ARIMA Model
Model 2: ADP	113	130	151	172	194	Basis: monthly ADP; ARIMA Model
Model 3: Bookings & ALOS	102	118	139	160	181	Basis: monthly bookings and ALOS
Bookings	1,399	1,399	1,399	1,399	1,399	Basis: monthly Bookings; ARIMA Model
ALOS	26	31	36	42	47	Basis: annual ALOS; Linear Regression Model
Average of Range (High & Low):	107	154	212	270	328	

Figure F12: Lassen County Mathematical Models

F: ANALYSIS OF ADULT CORRECTION TRENDS

Projected ADP

ADP Breakdown	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
ADP Total	81	90	101	87	81	65	81	111	126	115	94
Unsentenced	41	50	52	43	44	39	50	51	48	45	48
% ADP: Unsentenced	50%	56%	51%	49%	54%	59%	62%	46%	38%	39%	51%
Sentenced	40	40	49	44	37	27	31	60	78	70	46
% ADP: Sentenced	50%	44%	49%	51%	46%	41%	38%	54%	62%	61%	49%
Felony	40	47	50	45	41	35	42	51	57	54	76
% ADP: Felony	50%	52%	50%	52%	51%	53%	52%	46%	45%	47%	81%
Misdemeanor	41	44	51	42	40	31	39	60	69	61	18
% ADP: Misdemeanor	50%	48%	50%	48%	49%	47%	48%	54%	55%	53%	19%

Figure F13: Lassen County Projected ADP

Required Bed Capacity

For the anticipated Average Daily Population (ADP) over time, two additional factors need to be incorporated:

Peaking Factor

During the course of the year, the ADP varies, due to crime/arrest levels, criminal justice systems staffing (e.g. vacation/holiday periods tend to have less through put), and other factors. Based upon analysis of this fluctuation historically, we believe a peaking factor of 11.1% needs to be applied.

Classification Factor

The Classification Factor is incorporated to calculate required bed space needs to account for the fact that the individuals being remanded to the jail do need always match with the available bed space by classification. The Classification Factor also is used to account for the operational objective of not operating the jail at 100% capacity.

Management Factors

Peaking: +11.1%	12	17	24	30	37	11.1% Peaking (Recent 5 yr) 10.0% Estimate
Classification: +10%	11	15	21	27	33	
Total Management Factors	23	33	45	57	69	

BEDS PROJECTIONS	2016	2020	2025	2030	2035
Total Beds: ADP + Management Factors					
ADP	107	154	212	270	328
Management Factors	23	33	45	57	69
Total Beds	130	187	257	327	397

Classification	2016	2020	2025	2030	2035
Maximum	30	43	60	76	92
Medium	34	49	68	86	105
Minimum	65	94	129	165	200
Total Beds	130.0	187.0	257.0	327.0	397.0

Percents
23%
26%
50%

Figure F14: Lassen County Required Bed Space Projection

F: ANALYSIS OF ADULT CORRECTION TRENDS

Adding the Peaking and Classification Factors to the projected ADP provides the target Bed Capacity in 5 year increments.

- For 2016, 130 total bed spaces are required.
- For 2020, 187 total bed spaces are required.

For each major classification subdivision, the total bed requirement then needs to be allocated by expected service load by classification.

For example, in 2020 the total female bed requirement would be 15% of the total bed requirement or 28 beds. This would be further broken down by security level (some cells would be required) and what special needs would be expected.

Today the Lassen County Jail has a total rated capacity of 156 beds; technically, this is sufficient in the immediate/ near term, but would need to be expanded within the next 6 years. While the Jail currently has a sufficient number of total bed spaces, the real operational problem is not having separate female and special needs housing. By 2020, an additional capacity of 31 beds would be required.

G: ADEQUACY OF STAFFING LEVELS

CURRENT STAFFING:

Staffing at the Lassen County Sheriff's Office and the Probation Department are both under their authorized FTEs

Lassen County Jail Staffing	
26	Correctional Officers
	2 Authorized for Courthouse
	1 Authorized for Inmate Services Officer
5	Correctional Supervisors
4	Correctional Clerks
2	Service/ Property Control
1	Food Service
1	Maintenance Supervisor

Figure G1: Lassen County Jail Staffing Summary

There are currently 20 Correctional Officers covering four (4) shifts [2 of which are Field Training], making 18 current Correctional Officers working in the facility. Ideally, there should be a minimum of seven (7) per day shift and six (6) per night shift.

There are currently three (3) Correctional Supervisors filling five (5) positions.

The Sheriff's Office has been unable to send personnel to the last three Core courses due to lack of staffing. The two Officers scheduled for Core training in September were not able to attend. The Sheriff's Office has seven Officers required to attend Correctional Core courses before June 30, 2017.

Hiring additional staff has been a major problem for several reasons. The biggest hurdle is the lower salary/benefit packages offered in comparison to the State and Federal Correctional Facilities in the County. The Sheriff's Office has been active in recruitment efforts by advertising jobs, recruiting at the Sheriff's Annual Open House, participating in job fairs, with Alliance for Workforces, and constant Board of Supervisors Reports.

The Jail also utilizes a part-time annuitant who is responsible for background investigations for newly hired personnel. The average turnaround for a background check for a Correctional Officer is 4 to 7 weeks.

From an operational perspective, current staffing at the Lassen County Jail is very lean and less than it should be. This opinion was reinforced in the *BSCC Biennial Inspection Report [March 18, 2016]* with the following direct quote:

"Title 15 Inspection: Section 1027, Number of Personnel requires a sufficient number of personnel in each detention facility to conduct at least hourly safety checks of inmates and that hourly safety checks are documented. Of the documentation reviewed, there were many times that the checks were over an hour resulting in noncompliance with this regulation."

H: ABILITY TO PROVIDE VISUAL SUPERVISION

INMATE SUPERVISION:

The primary means of visual supervision in the Jail is via CCTV cameras reporting to the Housing/Central Control Room located between the three housing units.

Housing

In Housing Unit 401 (with 10 subdivisions of the overall bed capacity) all male housing, dayroom, and recreation areas are covered with CCTV cameras. During the day shift, a housing officer is located within the overall housing unit and has intercom communication with inmate areas. Doors are controlled from the raised Housing/Central Control Room.

Similarly, the two male dormitories 301/302 sleeping, dayroom, and recreation areas are covered with CCTV cameras reporting to the Housing/Central Control Room. Supervision within the dormitories also utilizes floor staff as required.

Female housing areas within Housing Unit 401 are a problem to visually monitor because they are located within an overall area primarily housing male inmates. The vision panels to the female occupied areas have been blanked to prevent male/female communication.

Other Areas

Visual supervision of the non-housing areas (e.g. hallways, kitchen, laundry, and intake) is also maintained through CCTV cameras reporting to the Housing/Central Control Room.

The CCTV system is outdated and lacks coverage of certain areas. The Sheriff's Office has taken bids for an improved CCTV camera/ control system for the Jail and the Juvenile Detention Center next door, and this effort is under construction.

I: ADEQUACY OF RECORD KEEPING

MAINTAINING RECORDS:

Record keeping at the Lassen County Jail is subject to comprehensive policy directives to maintain required information and to provide information for managing in-custody inmates. Records maintained include:

- **CrimeStar**
Lassen County utilizes the CrimeStar Records Management System (RMS) for law enforcement information, with use extended to also document key information about individuals in the Jail.
- **Fiscal Records**
These include inmate cash accounts, tracking receipts and disbursements while each individual is in custody.
- **Booking & Arrest Records**
All information compiled as part of the booking and intake process is maintained in a file for each individual in the system. After release, the inmate file is scanned and stored.
- **Criminal History & Classification Records**
After Booking and Intake, additional information is added to each inmate file concerning criminal history, institutional behavior, and classification assignments, modifications.
- **Incident Reports**
Incident reports are recorded, along with documentation of any due process hearings and maintained in a separate file, with a copy of such information placed in each applicable inmate file.
- **Inmate Grievances**
Inmate grievances are recorded along with disposition results in a separate file, with a copy of such information placed in each applicable inmate file.
- **Inmate Disciplinary Records**
Similarly, information related to any disciplinary proceedings and outcomes are maintained in a separate file, with a copy placed in each applicable inmate file.
- **Medical Records**
Any medical information recorded at Booking/Intake, Classification and in specific medical and mental health assessments is recorded and placed in a separate file, with access by other people limited to need to know information.

Retention:

Typically, inmate records are maintained on site six months after an individual is released, then scanned and stored for three years prior to disposal.

J: COMPLIANCE WITH STANDARDS

COMPLIANCE RECORD:

The Lassen County adult detention facility is inspected regularly by state and local inspection agencies, including the Corrections Standards Authority, County Fire Marshal, and the County Health Department. Some of these inspections are held annually while others occur on a biennial basis.

The Corrections Standards Authority provides biennial inspections of adult detention facilities in California. The most recent report received was for the inspection conducted in October, 2015. The Report of findings was issued to the County in March 18, 2016.

Refer to Appendix A: BSCC Biennial Inspection [March 18, 2016] for the full report.

There were only two items of non-compliance.

Safety Cell

The Safety Cell located in the Intake area is only 47 square feet but the minimum size has to be 48 square feet.

Inadequate Staffing

Insufficient staff to provide timely hourly safety checks and recording those safety checks.

Overall, the Sheriff's Office has done a commendable job of maintaining compliance with required Standards in spite of building and staffing limitations.

The focus for the Sheriff's Office is to comply with the required California Standards in Titles 15 and 24. In the long term, consideration will be given to meet American Correctional Association (ACA) Standards, which are geared to operational elements.

From a physical perspective, ACA Standards have little variance from the California Standards. Capital project planning will incorporate whichever is more restrictive between the two.

K: UNRESOLVED ISSUES

CHALLENGES:

Several challenges remain that need to be addressed, including:

- ❑ Safety Cell
Developing a Safety Cell in the Booking/Intake area with at least the minimum area required.
- ❑ Expanded Dormitory Security Vestibule
Reconfiguring the entry to Male Dormitories 301 and 303 so that one does not have to physically enter one dorm to reach the other.
- ❑ Provision of a female housing unit.
- ❑ Provision of medical and mental health assessment and housing areas.
- ❑ Renovation/ Replacement of the Food Service Kitchen/ Storage areas.
- ❑ Providing and retaining staffing to enhance program/inmate services.

To take on these challenges, the Lassen County Sheriff's Office intends to pursue capital projects to expand specific bed space and service load capability to resolve these issues.

L: RECOMMENDATIONS

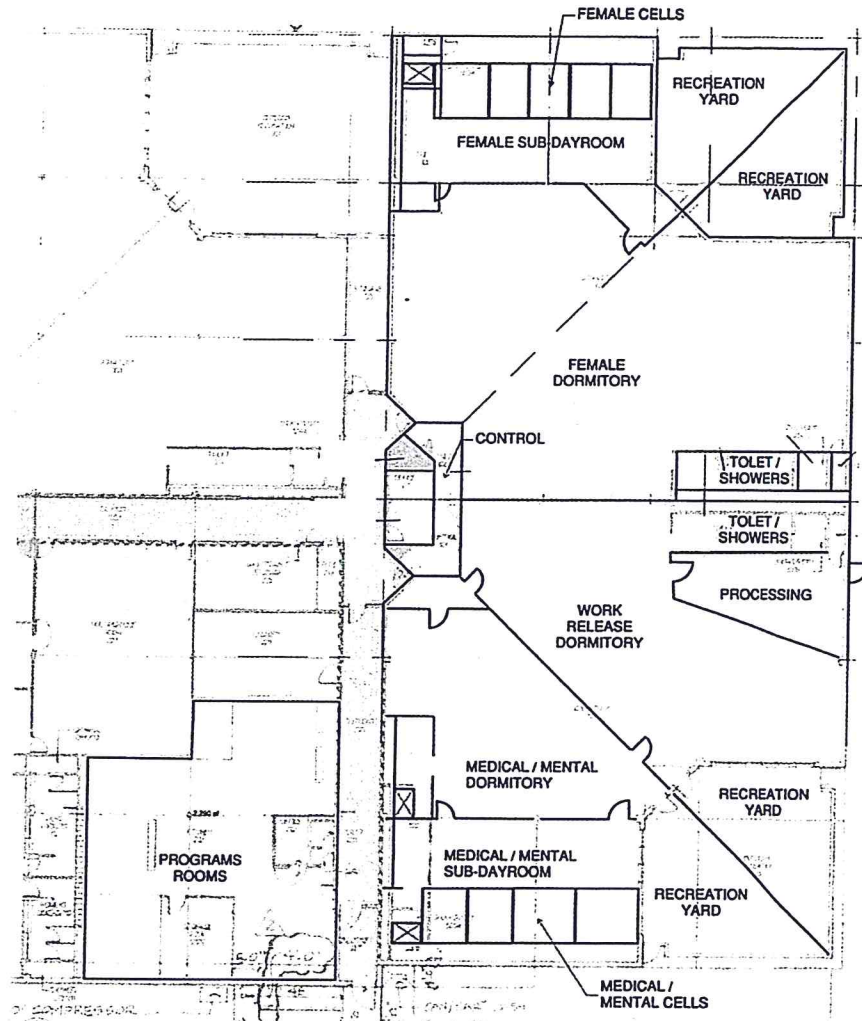


Figure L1: Lassen County Vacant Housing Unit Reconfiguration

As shown above, existing Dorm #502 is reconfigured to be a female housing unit by adding 5 cells (one ADA compliant) that can be single or double bunked with a small Sub Dayroom and Shower in front; the remainder of the female housing unit would provide an open dormitory with a rated capacity of 40 beds.

Existing Dorm #504 would be subdivided into two areas. One side would provide new cells – One Safety Cell, two Suicide Watch cells, and one Infirmary Cell of 2 -4 beds – along with a Sub Dayroom and an ADA Shower. The remaining area on that side would provide a 10-bed open medical/ mental health housing area and a Medical/Mental Health Exam Room, staff work area.

The other side of existing Dorm #504 would be developed as Work Release housing, 20 beds, with a separate Processing Area with direct exterior access.

The diagram also shows the conversion of the existing food service area to program space.

L: RECOMMENDATIONS

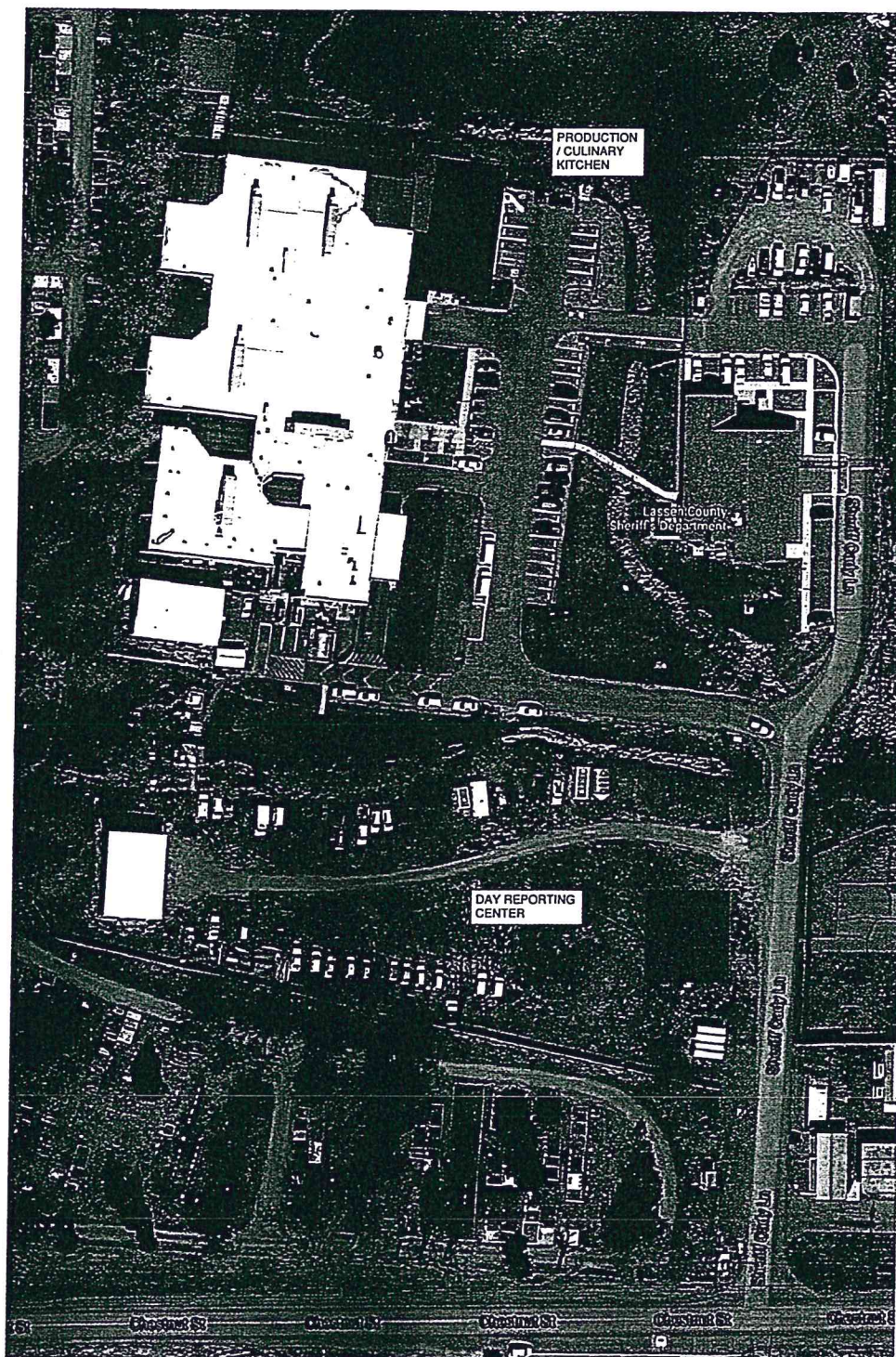


Figure L2: Lassen Site Development Plan

The overall Site Plan above shows the location for the Food Service Addition and the new Reentry/Vocational Training building on the front side of the site.



SENATE BILL 844, ADULT LOCAL CRIMINAL JUSTICE FACILITIES CONSTRUCTION FINANCING PROGRAM PROPOSAL FORM

This document is not to be reformatted.

SECTION 1: PROJECT INFORMATION

A. APPLICANT INFORMATION AND PROPOSAL TYPE			
COUNTY NAME County of Lassen		STATE FINANCING REQUESTED \$ 25,000,000	
SMALL COUNTY (Below 200,000 GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>	MEDIUM COUNTY (200,000 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/>	
TYPE OF PROPOSAL – INDIVIDUAL COUNTY FACILITY / REGIONAL FACILITY PLEASE CHECK ONE (ONLY):			
INDIVIDUAL COUNTY FACILITY <input checked="" type="checkbox"/>		REGIONAL FACILITY <input type="checkbox"/>	
B: BRIEF PROJECT DESCRIPTION			
FACILITY NAME Lassen County Adult Detention Facility			
PROJECT DESCRIPTION Project consists of 5 areas of construction: 1) Remodel of dormitory housing unit to create housing and program space for females. 2) Remodel of dormitory housing unit to create re-entry housing, medical and mental health housing, as well as program and treatment space. 3) Decommission of existing food service area and remodel into program and treatment space. 4) New food service and culinary arts additon. 5) New Re-entry and Vocational Training Center.			
STREET ADDRESS 1405 Sheriff Cady Lane			
CITY Susanville	STATE CA	ZIP CODE 96130	
C. SCOPE OF WORK – INDICATE FACILITY TYPE AND CHECK ALL BOXES THAT APPLY.			
FACILITY TYPE (II, III or IV) II	<input checked="" type="checkbox"/> NEW STAND-ALONE FACILITY	<input checked="" type="checkbox"/> RENOVATION/ REMODELING	<input checked="" type="checkbox"/> CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY
D. BEDS CONSTRUCTED – Provide the number of BSCC-rated beds and non-rated special use beds that will be subject to construction as a result of the project, <u>whether remodel/renovation or new construction.</u>			

	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed, remodeled	15	5		10
TOTAL BEDS (A+B+C+D)	30	E. BEDS REMOVED/ DECOMMISSIONED		F. NET BEDS AFTER COMPLETED PROJECT
		30		0

E. APPLICANT'S AGREEMENT

By signing this application, the authorized person assures that: a) the County will abide by the laws, regulations, policies, and procedures governing this financing program; and, b) certifies that the information contained in this proposal form, budget, narrative, and attachments is true and correct to the best of his/her knowledge.

PERSON AUTHORIZED TO SIGN AGREEMENT

NAME Richard Egan TITLE County Administrative Officer

AUTHORIZED PERSON'S SIGNATURE

DATE
2/27/17

F. DESIGNATED COUNTY CONSTRUCTION ADMINISTRATOR

This person shall be responsible to oversee construction and administer the state/county agreements. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

COUNTY CONSTRUCTION ADMINISTRATOR

NAME Larry Millar TITLE Public Works Director

DEPARTMENT

Lassen County Public Works

TELEPHONE NUMBER

530-251-8288

STREET ADDRESS

707 Nevada Suite 4

CITY

Susanville

STATE

CA

ZIP CODE

96130

E-MAIL ADDRESS

G. DESIGNATED PROJECT FINANCIAL OFFICER

This person is responsible for all financial and accounting project related activities. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

PROJECT FINANCIAL OFFICER

NAME Richard Egan TITLE County Administrative Officer

DEPARTMENT

County Administration

TELEPHONE NUMBER

530-251-8333

STREET ADDRESS

221 S. Roop St. Suite 4

CITY

Susanville

STATE

CA

ZIP CODE

96130

E-MAIL ADDRESS

H. DESIGNATED PROJECT CONTACT PERSON

This person is responsible for project coordination and day-to-day liaison work with the BSCC. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

PROJECT CONTACT PERSON			
NAME Dean F. Growdon		TITLE Sheriff	
DEPARTMENT Lassen County Sheriff's Office		TELEPHONE NUMBER 530-251-8013	
STREET ADDRESS 1405 Sheriff Cady Lane			
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Susanville	CA	96130	[REDACTED]

SECTION 2: BUDGET SUMMARY

Budget Summary Instructions

(This must be part of the 35 page narrative) Definitions of total project costs for purposes of this program (state reimbursed, county cash contribution, and county in-kind contribution) can be found in the “Budget Considerations” page 22 of the Senate Bill (SB) 844, Construction of Adult Local Criminal Justice Facilities (ALCJF’s) Request for Proposals (RFP). The county cash and in-kind contributions are collectively the county contribution. Those defined costs in the RFP shall be the guide for accurately completing this budget summary section.

In the Budget Summary Table that follows in part D of this section, indicate the amount of state financing requested and the amount of cash and/or in-kind contributions allotted to each budget line-item, in total defining the total project costs. It is necessary to fully include each eligible project cost for state-reimbursed, county cash, and county in-kind contribution amounts.

The in-kind contribution line items represent only county staff salaries and benefits, needs assessment costs, transition planning costs and/or current fair market value of land. An appraisal of land value will only be required after conditional award and only if land value is included as part of the county’s contribution.

The total amount of state financing requested cannot exceed 90 percent of the total project costs. The county contribution must be a minimum of 10 percent of the total project costs (unless the applicant is a small county petitioning for a reduction in the county contribution amount). County contributions can be any combination of cash or in-kind project costs. Small counties requesting a reduction in county contribution must state so in part A of this section. The County contribution must include all costs directly related to the project necessary to complete the design and construction of the proposed project, except for those eligible costs for which state reimbursement is being requested.

State financing limits (maximums) for all county proposals are as follows. For proposed regional ALCJF’s, the size of the lead county determines the maximum amount of funds to be requested for the entire project. In the small county category the lead county may request up to an additional 10% of the maximum amount as an incentive to build a regional facility:

- **\$70,000,000** for large counties;
- **\$30,000,000** for medium counties; and,
- **\$25,000,000** for small counties.

A. Under 200,000 Population County Petition for Reduction in Contribution

Counties with a population below 200,000 may petition the Board of State and Community Corrections (BSCC) for a reduction in its county contribution. This proposal document will serve as the petition and the BSCC Board's acceptance of the county's contribution reduction, provided the county abides by all terms and conditions of this SB 844 RFP and Proposal process and receives a conditional award. The county (below 200,000 population) may request to reduce the required match to an amount not less than the total non-state reimbursable projects cost as defined in Title 15, Division 1, Chapter 1, Subchapter 6, Construction Financing Program section 1712.3. If requesting a reduction in match contribution, check the box below to indicate the county's petition.

By checking this box the county hereby petitions for a contribution reduction request as reflected in the proposal budget.

B. Readiness to Proceed Preference

In order to attest that the county is seeking the readiness to proceed with the proposed project, the county included a Board of Supervisors' resolution doing the following: 1) identifying and authorizing an adequate amount of available matching funds to satisfy the counties' contribution, 2) approving the forms of the project documents deemed necessary, as identified by the board to the BSCC, to effectuate the financing authorized in SB 844 3) and authorizing the appropriate signatory or signatories to execute those documents at the appropriate times. The identified matching funds in the resolution shall be compatible with the state's lease revenue bond financing. Additionally see Section 6 "Board of Supervisors' Resolution" for further instructions.

This proposal includes a Board of Supervisors' Resolution that is attached and includes language that assures funding is available and compatible with state's lease revenue bond financing. See below for the description of compatible funds.

County Cash Contribution Funds Are Legal and Authorized. The payment of the county cash contribution funds for the proposed adult local criminal justice facility project (i) is within the power, legal right, and authority of the County; (ii) is legal and will not conflict with or constitute on the part of the County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other material agreement or instrument to which the County is a party or by which the County or its properties or funds are otherwise subject or bound, decree, or demand of any court or governmental agency or body having jurisdiction over the County or any of its activities, properties or funds; and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the County.

No Prior Pledge. The county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated by the County in any manner or for any purpose and have not been and will not be the subject of a grant of a security

interest by the County. In addition, the county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated for the benefit of the County or its creditors in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest in favor of the County or its creditors. The County shall not in any manner impair, impede or challenge the security, rights and benefits of the owners of any lease-revenue bonds sold by the State Public Works Board for the Project (the "Bonds") or the trustee for the Bonds.

Authorization to Proceed with the Project. The Project proposed in the County's SB 844 Financing Program proposal is authorized to proceed in its entirety when and if state financing is awarded for the Project within the SB 844 Financing Program.

C. California Environmental Quality Act (CEQA) compliance

Has the county completed the CEQA compliance for the project site?

Yes. If so, include documentation evidencing the completion (preference points).

No. If no, describe the status of the CEQA certification.

D. Agreement Not to Lease Beds if Increasing County Capacity

If the proposed project results in a net increase in rated beds in the county, will the county certify and covenant in writing that the county will not lease housing capacity from the proposed SB 844 project to any other public or private entities for a period of 10 years beyond the completion date of the adult local criminal justice facility?

Yes. The County agrees that if the project results in a net increase in rated beds, the County will not lease capacity in the SB 844 financed adult local criminal justice facility to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility. The County further agrees to certify and covenant in writing to this requirement in future agreements as provided by the BSCC and/or SPWB.

No. (Project not eligible for SB844 funding)

E. Budget Summary Table (Report to Nearest \$1,000)

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$ 22,000,000	\$		\$ 22,000,000
2. Additional Eligible Costs*	\$ 536,790	\$		\$ 536,790
3. Architectural	\$ 1,463,210	\$ 536,790		\$ 2,000,000
4. Project/Construction Management	\$ 1,000,000	\$		\$ 1,000,000
5. CEQA	\$	\$ 20,000		\$ 20,000
6. State Agency Fees**	\$	\$ 141,000		\$ 141,000
7. Audit		\$	\$ 85,000	\$ 85,000
8. Needs Assessment		\$ 77,000	\$ 54,000	\$ 131,000
9. Transition Planning		\$	\$ 145,000	\$ 145,000
10. County Administration			\$ 97,000	\$ 97,000
11. Land Value			\$ 160,000	\$ 160,000
TOTAL PROJECT COSTS	\$ 25,000,000	\$ 774,790	\$ 541,000	\$ 26,315,790
PERCENT OF TOTAL	95%	2.94%	2.06%	100.00 %

* Additional Eligible Costs: This line item is limited to specified fees and moveable equipment and moveable furnishings (eligible for state reimbursement or cash contribution), and public art (eligible for cash contribution only)

** For State Agency Fees: State reimbursable costs include Real Estate Due Diligence only. State Fire Marshal fees may only be claimed as cash match.

Provide an explanation below of how the dollar figures were determined for each of the budget categories above that contain dollar amounts. Every cash contribution (match) line item shall be included with a reporting of the full amount budgeted unless a line item is not an actual cash contribution project cost for the county. (In that case, indicate so below.) For each budget category explanation below, include how state financing and the county contribution dollar amounts have been determined and calculated (be specific).

1. **Construction (includes fixed equipment and furnishings) (state reimbursement/cash match): \$22,000,000**
2. **Additional Eligible Costs (specified allowable fees, moveable equipment and furnishings, and public art)**
 - a) Define each allowable fee types and the cost of each:
 - b) Moveable equipment and moveable furnishings total amount: \$536,790
 - c) Public art total amount:

3. **Architectural (state reimbursement/cash match):**
- a) **Describe the county's current stage in the architectural process:** The current stage of the architectural process is the preliminary plan stage where a needs assessment, program and master site plan diagram have been completed.
 - b) **Given the approval requirements of the State Public Works Board (SPWB) and associated state reimbursement parameters (see "State Lease Revenue Bond Financing" section in the RFP), define which portions/phases of the architectural services the county intends to seek state dollar reimbursement:** The county will be seeking reimbursement for Preliminary Plans, Construction Documents, Bidding and Construction Administration.
 - c) **Define the budgeted amount for what is described in b) above:** The budget amount for item b) above has been calculated as approximately 9% of the construction budget equaling \$2,000,000. Total Reimbursement portion will be **\$1,436,210.**
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** The portion of architectural services covered under cash match will cover the preliminary design and schematic design phases.

Define the budgeted amount for what is described in d) above: \$536,790

4. **Project/Construction Management - Describe which portions/phases of the construction management services the county intends to claim as:** The county intends to use state funds for construction management services to include testing, inspections and commissioning. Total = **\$1,000,000** reimbursement based on approximately 5% of construction cost.
- a) **Cash**
 - b) **In-Kind**
5. **CEQA – may be state reimbursement (consultant or contractor) or cash match**
The county will use this as cash match of \$20,000
6. **State Agency Fees – Counties should consider approximate costs for the SFM review which may be county cash contribution (match). \$16,000 for the due diligence costs which may be county cash contribution (match) or state reimbursement.** State Agency Fees includes \$125,000 for State Fire Marshall and \$16,000 for due diligence costs for a total of **\$141,000.**
7. **Audit of Grant - Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:** The county is intending to use independent county auditor. Estimated cost of \$85,000.

8. **Needs Assessment - Define work performed by county staff (in-kind), define hired contracted staff services specifically for the development of the needs assessment (cash match) : Firm hired for Needs assessment = \$77,000**

Person	Rate	%Time	Hrs Wk	Total Wks	Total Hrs	Cost
Sheriff	\$78	20%	8	24	192	\$14,976
Captain	\$52	40%	16	24	384	\$19,968
Sergeant	\$49	40%	16	24	384	\$18,816

Total = \$53,760 Rounded to **\$54,000**

9. **Transition Planning – Define work performed by county staff (in-kind), define the staff hired specifically for the proposed project (cash match):**

Person	Rate	%Time	Hrs Wk	Total Wks	Total Hrs	Cost
Sheriff	\$78	5%	2	150	300	\$23,400
Captain	\$52	20%	8	150	1200	\$62,400
Sergeant	\$49	20%	8	150	1200	\$58,800

Total = \$144,600 Rounded to **\$145,000**

10. **County Administration – Define the county staff salaries/benefits directly associated with the proposed project.**

Person	Rate	%Time	Hrs Wk	Total Wks	Total Hrs	Cost
Ass. CAO	\$52	2%	.8	150	120	\$6,240
Dir. P. Wrks	\$76	20%	8	150	1200	\$91,200

Total = \$97,440 Rounded to **\$97,000**

11. **Site Acquisition - Describe the cost or current fair market value (in-kind):** Fair market value of land based on appraisal totals \$160,000. Appraisal is based on comparable land sales. Professional appraisal will be completed within 90 days of intent to award (as required by SB 844).

SECTION 3: PROJECT TIMETABLE

Prior to completing this timetable, the county must consult with all appropriate county staff (e.g., county counsel, general services, public works, county administrator) to ensure that dates are achievable. Please consult the “State Public Works Board (State Capital Outlay Process)/Board of State and Community Corrections Processes and Requirements” section, page 30 of the RFP for further information. Complete the table below indicating start and completion dates for each key event, including comments if desired. Note the required time frames for specific milestone activities in this process. The BSCC Board intends to make conditional awards at its June 2017 board meeting.

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	7/3/2017	11/3/2017	
Real estate due diligence package submitted <u>within 120 days of award</u>	7/3/2017	12/15/2017	
SPWB meeting – Project established <u>within 18 months of award</u>	7/3/2017	9/8/2017	
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	9/11/2017	12/15/2017	
Performance criteria with Operational Program Statement <u>within 30 months of award</u> (design-build projects)			NA – Design Bid Build
Design Development (preliminary drawings) with Staffing Plan	12/18/2017	8/17/2018	Includes 3 months for SFM, BSCC, DOF Rev.
Staffing/Operating Cost Analysis approved by the Board of Supervisors	9/11/2017	11/10/2017	
Construction Documents (working drawings)	8/20/2018	4/19/2019	Includes 3 months for SFM, BSCC, DOF Rev.
Construction Bids or Design-Build Solicitation	4/22/2019	6/14/2019	
Notice to Proceed <u>within 42 months of award</u>	6/17/2019	7/26/2019	
Construction (maximum three years to complete)	7/29/2019	1/29/2021	
Staffing/Occupancy <u>within 90 days of completion</u>	2/1/2021	3/5/2021	

SECTION 4: FACT SHEET

To capture key information from Section 5: Narrative, applicants must complete this Fact Sheet. Minimal information is requested. Narrative information or explanations are not to be included on this Fact Sheet nor as part of the tables in this section. Explanations of what is provided in these tables may be included in the Narrative section of the Proposal Form. Proposal narratives may include reference back to one or more of these specific tables (e.g., refer to Table 3 in Section 4 Fact Sheet).

Table 1: Provide the following information

1.	County general population (2016)	30,780
2.	Number of detention facilities	1
3.	BSCC-rated capacity of jail system (multiple facilities)	156
4.	ADP (Secure Detention) of system (2015)	94
5.	ADP (Alternatives to Detention) of system	2
6.	Percentage felony inmates of system (2015)	81%
7.	Percentage non-sentenced inmates of system (this is not for the pretrial information that is requested in the rating criteria Section 5) (2015)	51%
8.	Arrests per month	42
9.	Bookings per month of system (2015)	114
10.	"Lack of Space" releases per month (2015)	2.25

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities (type II, III, and IV) in your jurisdiction (county)

	Facility Name	RC	ADP
1.	Lassen County Jail	156	94
2.			
3.			
4.			
5.			!!
6.			
7.			
8.			

Table 3: List of the offender assessments used for determining programming

Assessment tools		Assessments per Month
1.	NIC/DOJ Assessment Form	114
2.	NIC/DOJ Prison Rape Elimination Act Assessment	114
3.	NJA/Intake Assessment	114
4.	Ohio Community Supervision Risk Assessment	30
5.	Butte Community Supervision Risk Assessment/Elect Monitoring	30
6.	Inmate Work Release	10
7.	Northpoint Compass	15

SECTION 5: NARRATIVE

Executive Summary

The Lassen County Sheriff's Office (LCSO) operates the only Type II Adult Detention Facility (ADF) in Lassen County. The ADF is located in Susanville California and was originally built in 1990 and opened in 1991, with a design capacity of 120 beds. Over the course of time, housing units were modified to expand the Board of State and Community Corrections (BSCC) rated capacity to 156 beds. The current housing consists of one large housing unit, primarily single and double bunked cells (94 beds); and two open dormitories (64 beds). The celled housing unit (Unit 401) has been subdivided internally to help with classification subdivisions; however, females and males are both housed in the unit.

Separate from the Type II Adult Detention Facility, but within the same building, are two large dormitories that were originally constructed to serve as a Community Correctional Facility (Lassen CCF). Lassen CCF housed 168 California Department of Corrections and Rehabilitation (CDCR) inmates. Lassen CCF has been vacant since it closed in 2011. In order to add the CCF space to the Type II Adult Detention Facility, the dormitories would have to be modified to meet Title 24 standards for Local Adult Local Detention Facilities.

Specific Areas of Concern Identified in the Needs Assessment:

The Lassen County Adult Detention Facility was designed to serve the purpose it would fill at the time of construction, and does not meet the needs of the current offender population. A needs assessment conducted in 2016 identified major deficiencies in the existing facility. Those deficiencies are; female specific housing, the need for purpose-built medical and mental health housing, re-entry housing, adequate segregated housing space for the various classifications, a new food service area, and the need for additional program and treatment space. The proposed project would address the concerns identified in the

needs assessment, greatly expand program and treatment space, and provide “better use” housing space.

Overview of Lassen County’s proposed project:

Lassen County is seeking funding to increase safety and efficiency and expand treatment and programming opportunities.

Lassen CCF Dormitory Remodel: The basic concept for the project includes modification of the Lassen CCF Dormitories to include a female housing unit, re-entry (work release) housing for male and female inmates, as well as purpose built medical and mental health beds and treatment space.

Housing Conversion: Housing units 402 and 602, that are in the Special Housing Unit, and currently house female offenders, would be decommissioned as housing units and converted to program space.

Food Service / Culinary Arts: The existing food service area would be decommissioned and converted to program and treatment space. A new food service area, that would include space for a culinary education program, would be constructed adjacent to the existing facility.

Re-entry / Vocational Training Center: A re-entry / vocational training center would be constructed near the existing facility. The re-entry / vocational training center would accommodate automotive repair, welding, metal fabrication, and construction trades programs. The facility would include shop space for each program as well as a classroom, and office space for program personnel.

Multi-purpose Program Space: The proposed project would expand program/classroom space from the single current classroom to approximately nine program rooms in a variety of areas within the facilities. The new program space will allow more efficient movement to and from individual and group programs, as well as making additional programs and treatment available to all eligible offenders.

Other Proposal Requirements:

Visitation: Lassen County provides in-person visitation and currently has facilities capable of meeting or surpassing the minimum number of weekly visits required by state regulations for persons detained in the facility.

Efforts to address Sexual Abuse: Lassen County has been taking steps to meet Prison Rape Elimination Act (PREA) requirements. Some of these steps include establishing policies related to the prevention, detection and response to allegations of sexual assault, as well as providing training to staff and inmates. A licensed PREA auditor conducted the initial audit of the facility in January of 2017. Some deficiencies were noted and corrections are being made. The final audit will be completed in August of 2017. Lassen County will be one of the first small counties in California to come into full compliance with PREA.

1.	STATEMENT OF NEED: What are the safety, efficiency, and offender programming and/or treatment needs addressed by this construction proposal? Please cite findings from the needs assessment (through 2019) submitted with this proposal.
General Merit Factors:	
G:1A	To what extent does the need described in the proposal match the legislative intent of SB 844? Response: The Lassen County Adult Detention Facility (ADF) was designed to meet the needs of a small local adult detention facility, operating in the 1990's, as well as housing low level state prisoners in a dormitory setting (Lassen CCF). Since that time, the offender population has become more criminally sophisticated, and the variety of housing and treatment needs have become more complex. Offenders are confined in the facility for longer periods of time due to AB109/Public Safety Realignment, and they have a wider range of individual program, treatment, medical, dental, and mental health needs. Meeting the needs of this diverse population, while maintaining a safe

environment for offenders and corrections personnel is challenging in the current facility. The current facility does not provide adequate space for programmatic opportunities or necessary inmate services, such as medical, dental, and mental health treatment which are essential for a modern adult detention facility.

A needs assessment was conducted in 2016 which identified a number of major problems with the current facility that impact safety and efficiency, along with offender programs and treatment.

The proposed facility would address the identified needs, improve the lives of those incarcerated, and create an environment more conducive to reducing recidivist and criminogenic behaviors.

Areas of particular concern- identified in the Needs Assessment:

Female housing (Pages 3,10, 17, 18, 46, and 48 of the Needs Assessment):

Current female housing consists of two small dormitories that are rated to house 10 females each (dorms 402 and 602 on page 9 of the Needs assessment). These dorms are located within a segregated housing unit that also houses male inmates (Unit 401 on page 9 of the Needs Assessment). Based on the location of these housing units, the interior windows had to be painted to limit visibility to male offenders. Unfortunately, the painting of the windows also eliminated the ability of correction's personnel to observe the housing units. This lack of visual observation has resulted in a number of assaults and other criminal activities going undetected in the female housing units. Additionally, females must be escorted through an area occupied by the male offender population when moving to programs. Safety and efficiency of

the housing unit are affected by this required movement.

Female inmates who cannot be housed in the two small dormitories are housed in segregated housing units that were designed to house male inmates. Additionally, the female population often exceeds female housing capacity. In 2015, Lassen County sought and obtained a court order, each month, authorizing the accelerated release of females (pursuant to 4024.1 P.C.). These overcrowding conditions resulted in 28 females being released 30 days early in 2015. At the time of the needs assessment, two additional male housing units were being used for females. Placement in these housing units requires that the windows be covered with plastic to provide sight separation between male and female offenders. Even though females in these housing units do not have direct physical contact with male offenders, their movements are visible to the male offenders and they have the ability to verbally communicate. This interaction creates tension in the housing units, and has resulted in assaults on inmates and staff.

Male Housing: The use of male housing units for females has resulted in inadequate opportunities for appropriate classification assignments.

One example is the upper mezzanine level of the celled housing unit. The mezzanine consists of 21 cells that each have two beds. Based on the wide range of classifications and lack of adequate space, three programs operate in the housing unit. Inmates are allowed out of their cells and into the dayroom area on a three-way rotation. One of the rotations is made up of sex offenders (average daily population of 10) who must be housed separate from the rest of the population for their personal safety. The mixture of these classifications

limit access to resources and creates an unsafe and inefficient environment.

Another example is the number of CDCR prisoners sentenced to serve time in the ADF and offenders who commit crimes associated with the two state prisons located in Lassen County. CDCR inmates who commit low level (realignment eligible) felonies while in prison, serve those terms in the ADF. Additionally, many people are committed to the ADF for attempting to introduce controlled substances into the prisons, or committing other prison related crimes. Most of the CDCR inmates are level 3 or 4 (high security classification) and come from High Desert State Prison. Most have gang affiliations, or prior convictions for violent crimes, and take up precious segregated housing space in the ADF. On February 1, 2017 there were 7 of these offenders in the ADF. 5 were being housed in segregated housing and 2 were being housed in the male dormitories. On the same date (2/1/17), the ADF was housing 5 females who were convicted of prison related crimes. Female specific housing would relieve some pressure and permit appropriate classification assignments for both male and female offenders.

Medical Beds and Treatment Space (Pages 4, 17,46, 47, and 48 of the Needs Assessment): The current facility has no purpose-built medical beds and no dental treatment space. Inmates who are in treatment or recovery, but who are not medically cleared for housing in general population, must be transferred to other counties where appropriate housing exists. This causes a significant financial burden on the county, and specialized medical beds are not always available in neighboring jurisdictions. Moving these offenders to other counties also limits their ability to visit with, and maintain connections with family and

loved ones.

The facility also lacks a negative air pressure housing unit, which is required for housing offenders with specific identified airborne communicable diseases.

Due to the lack of dental facilities, inmates in need of dental care are transported to off-site dental providers. This practice limits access based on dentist availability, is inefficient, and increases security risk.

Mental Health Beds (Pages 4,17, 19, 46,47, and 48 of the Needs Assessment):

The current facility does not have any purpose-built mental health beds, and has one safety cell. The safety cell is located in the intake/booking area of the facility. When inmates are in mental health crisis there is no appropriate housing available for stabilization and treatment. Appropriate housing and treatment would protect against unnecessary aggravation of their mental health condition(s).

Current practice involves treatment, counselling and observation in the Special Housing Unit (Unit 401), or temporary movement to the intake/booking area. The intake/booking area provides separation from the stressors of the housing unit, and an opportunity for individual counselling. The problem with current practice is that the placement is temporary, the intake/booking area is often very busy, and it is not a therapeutic environment.

Food Service Area (Pages 4,11,46,47, and 48 of the Needs Assessment):

The current food service area has seen heavy use since the facility was opened. A facility condition assessment conducted in 2015 recommended construction of a new food service area, and remodeling of the existing space for another purpose. The assessment indicated it would be costlier to update and repair

the existing kitchen, than it would be for new construction. The Needs Assessment conducted in 2016 made the same recommendations. The current food service area has no space for culinary arts, nor food service education programs.

Program and treatment space: (Pages 4, 31, 32, in Needs Assessment):

The facility currently has one classroom that is not secure. It is located off of a corridor that accommodates most facility movement, and makes it difficult to accommodate the various offender classifications. Movement to and from the classroom requires inmate movement outside of the secure housing units compromising facility security. Additionally, with only one program area, inmate access to programs, treatment, and counseling is restricted due to scheduling for classification, gender, etc. In an era where evidence-based programming is seen as the key to rehabilitation, this is a huge disparity.

Re-entry Housing (Pages 4, 10, 30, 32 of Needs Assessment):

The current facility lacks purpose-built re-entry housing space. Offenders who are eligible to leave the facility for work release, furlough programs, day-reporting, vocational training, or other off-site programs must return to general population each day. Work release inmates share housing units with a wide range of offenders of whom some are serving long term sentences and are criminally sophisticated. The pressure to bring contraband into the facility is great. Some offenders have been forced to choose between introducing contraband, being assaulted, or going into protective custody. Classification efforts and expanded use of electronic monitoring (EM) / house arrest have helped, but some offenders are homeless or otherwise ineligible for EM

placement. This is particularly true of the offenders from out of the area who are incarcerated for prison related crimes. Some of these offenders are low classification, but they have no local ties, and have difficulty finding housing. A designated re-entry (work release) housing unit would permit additional participation in external programs in support of successful re-entry.

Does the applicant provide a compelling case for the use of state financing to meet this need?

Response: The lack of appropriate housing, treatment and program space limits the ability to meet offender needs. This contributes to an unsafe environment for those incarcerated as well as facility personnel.

Housing: Appropriate female, medical, mental health, re-entry housing, and appropriate segregated housing space will increase safety and create an environment that is more conducive to successful participation in programs and treatment.

Program and treatment space: Creating additional space for programs, treatment, vocational training, and education will help in meeting the needs of the diverse inmate population. The current lack of adequate and appropriate space limits program access to much of the offender population.

G:1B

How well is the description of need supported by evidence provided by the applicant?

Response: Lassen County's proposal was built around the deficiencies identified in the 2016 Needs Assessment and 2015 Facility Assessment.

Female: Females are housed in two small dorms located in a male housing unit and there is no segregated housing space designated for female housing.

G:1C

The ADF released 28 female offenders 30 days early in 2015 due to overcrowding.

Medical: The facility has one medical exam room, but has no purpose built medical beds, and no dental treatment space.

Male: The use of male beds for female housing has resulted in inadequate space for appropriate classification assignments. This is further complicated by the high number of CDCR offenders and sex offenders in the ADF.

Mental Health: The facility has a single safety cell located in the intake area, but lacks any purpose built housing for offenders needing mental health housing or treatment. In January of 2017 Lassen County Behavioral Health surveyed the ADF housing roster and identified 52% of the ADF population as current or former Behavioral Health patients. These numbers, as well as practical experience managing offenders with mental illness housed within the ADF, support the need for appropriate housing and treatment space.

Re-entry: The facility currently has no re-entry housing space. Offenders who leave the facility programs must return to general population upon their return. This situation has placed many of these offenders in jeopardy, and limits participation.

Food Service area: The food service area was identified as deficient in the 2016 Needs Assessment and the 2015 Facility Assessment and needs to be replaced with a more efficient space that is appropriate for food service and culinary programs.

Vocational space: Vocational training space is currently limited to the kitchen, and a small shop for an automotive program. The expansion of vocational

	training space will make it possible to provide a wide range of job related skills.
--	---

2.	SCOPE OF WORK: Describe the areas, if any, of the current facility to be replaced or renovated, and the nature of the renovation, including the number of cells, offices, classrooms or other programming/treatment spaces to be replaced or added and the basic design of the new or renovated units.
----	---

General Merit Factors:	
-------------------------------	--

	How will the planned replacement, renovation or new construction meet the needs described in Question 1 (Statement of Need)?
--	---

G:2A	<p>Response: The basic concept for the project includes modification of the Lassen CCF Dormitories to include a female housing unit, re-entry housing for male and female inmates, as well as purpose built medical and mental health beds and treatment space. Housing units 402 and 602, that are located in Unit 401 currently house female inmates. These dormitories would be decommissioned as housing units and would be converted to program space for males housed in the unit. The existing food service area would be decommissioned and converted to program and treatment space. Two new structures would be constructed to serve the Food Service and Re-entry/Vocational training needs.</p>
------	--

	<p><u>Female Housing:</u> Lassen CCF dormitory 502 would be converted to include five individual cells, along with a secure dayroom, and designated program space. The remaining space would serve as a dormitory, and provide program space for low to medium classification female offenders. The current female housing space (402 and 602) will be decommissioned and converted to program space.</p>
--	---

	<p><u>Re-entry Housing:</u> A purpose built work release or re-entry housing space</p>
--	--

would occupy half of the existing CCF 504 dormitory. The space would be remodeled to include a small dormitory, program space, and a separate processing station for movement in and out of the facility. The facility would provide additional opportunities in the Re-entry / Vocational Training Center, Day Reporting Center and the community to help the residents prepare for re-entry.

Male Housing: Moving the females to a new purpose-built unit would make more segregated housing space available for the male offender population, and help accommodate the various male inmate classifications. The male dormitory capacity (301 and 303) will be reduced by 5 beds each to create additional dayroom space in the housing units.

Medical and Mental Health: The remainder of the 504 dormitory would be remodeled to include 4 purpose-built medical and mental health beds, a secure dayroom, and a small dormitory/program space.

Food Service Area: A new food service area would be constructed adjacent to the existing facility. The space would include a food service area, as well as a culinary and food service training space.

Vocational Training: A multi-use Re-entry / Vocational Training center would be constructed near the existing facility. The facility would house automotive repair, welding, construction trades, and woodworking programs, and include a classroom.

Program and treatment space: Program, treatment, and educational space would be expanded from the current single classroom to approximately nine program rooms that are within, or in close proximity, to housing units. This

	<p>expansion includes conversion of the current food service space into program and dental treatment space, decommissioning and conversion of the 402 and 602 dorms (20 beds) to program space, classrooms in the new Food Service area and Re-entry / Vocational Training center, as well as program space in the newly remodeled housing units.</p>
<p>G:2B</p>	<p>How well does the proposed project plan suit general operational requirements for the type of facility in the proposal, including factors such as safety, security and efficiency?</p> <p>Response: The new, and newly remodeled space will allow Lassen County to safely house the broad range of inmate classifications and accommodate offender needs in appropriate purpose-built housing. The new facility will support the efficient delivery of evidence based programs and treatment to better meet the changing needs of the community and offender populations.</p>
<p>G:2C</p>	<p>Where applicable, how well does the proposed project meet specific needs for programming and treatment space?</p> <p>Response: The proposed project prioritizes programs, treatment, and purpose-built housing rather than housing expansion. The broad expansion of programming and treatment space will transform the ADF into a rehabilitation oriented facility that focuses on community re-entry from intake to release.</p>
<p>Special Factors (GC section 15820.946, subd. (c)) Funding Consideration:</p>	
<p>S:2A</p>	<p>Does the county plan for seeking to replace compacted, outdated, or unsafe housing capacity that will also add treatment space? or,</p> <p>Response: The current functional design of the housing model is outdated, and limits the ability to best meet the needs of the offender population.</p>

	<p>Purpose-built housing for females, special needs, and re-entry are not available in the current facility. This results in compromises in classification that contribute to unsafe conditions. The addition of the appropriate housing, program and treatment space will increase the level of safety and security for offenders and facility personnel. The secure environment will be more conducive to rehabilitation and help improve offender outcomes.</p>
	<p>Or, Does the county plan for seeking to renovate existing or build new facilities that provide adequate space for the provision of treatment and rehabilitation services including mental health treatment?</p>
<p>S:2B</p>	<p>Response: Lassen County's project includes the remodel of space that was part of Lassen CCF and is not part of the current Type II facility. It also includes the construction of additional program and treatment space to support evidence based programs. Purpose- built housing, program, and treatment space, along with appropriate evidence based programming and treatment, will create a safer, more stable environment that supports rehabilitation efforts.</p>

<p>3.</p>	<p>PROGRAMMING AND SERVICES. Describe the programming and/or treatment services currently provided in your facility. Provide the requested data on pretrial inmates and risk-based pretrial release services. Describe the facilities or services to be added as a result of the proposed construction; the objectives of the facilities and services; and the staffing and changes in staffing required to provide the services.</p>
<p>General Merit Factors:</p>	
<p>G:3A</p>	<p>How clearly described are the facility's current programming and/or treatment services?</p> <p>Response: <u>Current programming:</u></p> <p>The LCSO offers a variety of program, treatment, and educational opportunities, as well as alternative to incarceration programs. Participation in</p>

these programs is based on assessments and program eligibility.

Pretrial Services:

Lassen County Operates a Pre-trial services program: See Section S:3B for a detailed description.

Sheriff's Parole, Work Furlough, School Furlough, and SWAP: These programs are all available for offenders committed to serve time in the Adult Detention Facility. Participation in, and applications for Sheriff's Parole, work furlough, and school furlough are very limited based on the increased availability of other programs. The SWAP program is still very popular, and it allows eligible offenders to serve their commitment by way of community service rather than confinement.

Electronic Monitoring (EM): The Sheriff's Electronic Monitoring program (EM) was started in 2011. EM eligibility is based on the Ohio Risk Assessment System- Community Supervision Tool. Eligible offenders are allowed to remain in the community, maintain employment and /or education, and maintain connections with friends and family. EM has become more popular than other alternative to incarceration programs and has reduced some of the offender movement in and out of the facility each day. Unemployed offenders who are on the EM Program report to the Sheriff's Motor-pool program where they learn basic automotive service and repair skills. They also spend time in the Day Reporting Center (DRC) each day.

The Sheriff's Office works with local faith based and community based organizations to arrange for housing assistance for homeless offenders eligible for EM. They also assist with locating transportation, clothing and post release

services when needed. This strong partnership has led to the successful placement of many offenders who would have otherwise been ineligible for EM.

Residential Treatment Program Placement:

The Inmate Service's Officer and Inmate Program Coordinator work with offenders to research and apply for residential treatment programs. Eligible offenders who are accepted into these programs are permitted to serve their sentence in residential treatment rather than incarceration. Offenders have successfully completed programs with Teen Challenge, The Salvation Army, Delancey Street, and others.

Re-entry preparation: Work Force Alliance comes to the facility to assist inmates in applying for various post-release services to include employment workshops and Medi-Cal services. Offenders eligible for EM also receive re-entry services at the Day Reporting Center.

Adult Education: The ADF coordinates with Lassen Community College to assist in enrolling inmates in Correspondence Courses. The ADF applied for and receives AB 86 funds to improve inmate access to adult education within the facility and through correspondence courses.

Vocational Training:

Motor-pool: Lassen County operates a motor-pool program in which offenders learn automotive service and repair while maintaining the county vehicle fleet. Formal vocational training is limited due to the lack of adequate shop space, and a classroom.

Food-service: Lassen County operates a food service facility that prepares meals for the ADF and Juvenile Detention Facility. Formal training is limited

based on the limited space, and lack of a classroom.

Tablet based programming:

The Lassen County Jail is currently utilizing EDOVO tablets for educational and program purposes. For each minute the inmate uses the tablet for educational purposes, they earn time for movies, games and other recreation. Through EDOVO, the inmate has access to roughly 40,000 different topics ranging from literacy programs, college level courses, parenting, anger management and other topics. The tablet program was one of the only options available to expand program access due to current facility limitations.

Religious Services: These services are provided by a number of local clergy from a wide range of denominations in individual and group settings.

Mental Health Services: Lassen County recently added a full time licensed Marriage and Family Therapist (MFT) to augment the mental health services already provided by the medical services provider (California Forensic Medical Group). The MFT will be providing a wide range of services and treatment.

Medical Services: Lassen County Contracts with California Forensic Medical Group for Medical Services.

Military Veterans: Military veterans are identified during the intake process. Referrals are made to Lassen County Veteran Services. The Veteran Services Officer coordinates appropriate in-custody and re-entry services.

Day Reporting Center (DRC): The DRC offers a wide range of services to offenders on alternative to incarceration programs as well as those supervised by Lassen County Probation. The DRC is a multi-agency partnership and is housed in a building adjacent to the ADF. The DRC coordinator works with

ADF staff to coordinate treatment, programs, and re-entry services. Services include interactive journaling for “Inside out Dad”, four modules of the “Change Companies” programs, employment services, parenting, behavioral services, case planning, re-entry planning, and educational services. The DRC has experienced a 6% recidivism rate since opening in August of 2015.

If improvements to programming and/or treatment services are expected as a result of the planned construction project: Are the improvements to programming and/or treatment services clearly described? How strong is the evidence provided by the applicant that the programming and/or treatment services planned for inmates upon project completion will help reduce recidivism or meet inmates’ health and treatment needs while incarcerated? What are the applicant’s current efforts and the plan to provide a post-release continuum of care? Describe the applicant’s efforts to collaborate with the community based partners in this effort.

Response: Improvements to programming:

G:3B

The Sheriff’s Office works with partner agencies, community based organizations, faith based organizations, and educational institutions to improve offender outcomes and maintain a continuum of care. We share a goal of improving our community through support for individuals and families, and we look forward to the additional opportunities the proposed facilities would offer in support of this goal.

Work Furlough and School Furlough: These programs would be utilized more often if a re-entry housing unit was available. Re-entry housing that allows offenders access to programs and services outside the facility is currently unavailable.

Electronic Monitoring (EM): The Sheriff’s Electronic Monitoring program (EM) was started in 2011 and has been very successful. The number of

offenders eligible for EM has dropped based primarily on the higher classification of offenders and the lack of housing. Classification is challenging, but re-entry housing available at the ADF would help increase eligibility. This is particularly true for the low classification offenders who are not from our county, or are homeless. Re-entry housing would allow them to gain additional vocational training, programming, and educational opportunities in the re-entry training center and DRC.

Residential Treatment Program Placement:

The recent addition of a full time MFT at the ADF, along with increased access to offenders created by additional program space, will help in assessing and placing offenders in appropriate residential treatment programs based on their criminogenic needs. These programs will continue to allow eligible offenders to serve their sentence in a residential program rather than in custody.

Re-entry preparation: Partnerships with Work Force Alliance, Lassen Works, Lassen County Behavioral Health, Lassen County Probation, and other partners will be strengthened in the proposed facility. Improved program space and access to inmates for programs, training, and re-entry services will build upon the existing working relationship.

The ADF continues to work closely with the Probation Department and utilizes the Day Reporting Center to support a continuum of care to the inmates upon their release from custody. Offenders will be better prepared for re-entry, and services will be maintained after re-entry into the community.

Adult Education: The ADF recently applied for and received AB 86 funds to improve inmate access to adult education through a partnership with Lassen

Community College. The expansion of program space in the proposed project will increase opportunities for adult education, and on-site instruction provided by Lassen Community College.

Vocational Training: According to statistics obtained from the Employment Development Department, the majority of non-government jobs in Lassen County are in the “Service Providing” industries, including but not limited to food service, construction, and automotive service. Lassen County is committed to improving offender outcomes, and wants to help offenders gain employment in our communities.

Motor-pool/ Automotive repair: Lassen County operates a motor-pool program in which offenders learn automotive service and repair while maintaining the county vehicle fleet. Formal vocational training is currently limited due to the lack of adequate shop space, and a classroom. The new Re-entry and Vocational Training Center will include three bays for the automotive repair program as well as a classroom. Lassen Community College is interested in hosting college level automotive repair courses at the new facility, and would fund instructors through the AB86 program.

Welding, Construction trades, and woodworking: The Re-entry and Vocational training center would include a shop area to host welding, construction trades, and woodworking courses. Skilled and unskilled workers are in demand in our area particularly at the Sierra Army Depot. The Sierra Army Depot and its contractor’s employ convicted felons. Most of these employees refurbish military equipment that has returned from overseas and prepare it for redeployment. Basic repair and construction skills are helpful in gaining this

employment.

Food-service: The current food service space in the ADF includes no space for culinary arts and food service training. The proposed kitchen facility would include a new kitchen, as well as a space specifically designed for instruction. The Food Service Manager at the ADF is a professionally trained chef and he is developing educational programs for offenders. The program is being designed to teach the importance of personal appearance and grooming, along with food knowledge, food safety, preparation and presentation. Inmates will also have the opportunity to complete the ServSafe program and food handler courses which will help them enter the food service industry upon their release from custody.

Religious Services: These services are provided by a number of local clergy from a wide range of denominations in individual and group settings. Access to religious services will be improved with the additional program space. The new space will reduce conflicts in gender and classification and permit multiple programs to overlap.

Mental Health Services: Lassen County recently added a full time Licensed Marriage and Family Therapist (LMFT). The LMFT will have greater access to the wide range of offenders in the proposed facility. Treatment and programs will be more efficient, include less inmate movement, and include preventive treatment. Treatment and services will include: response to psychiatric emergencies, evaluation and referral to a psychiatrist as needed, response and triage to mental health complaints, provide on-going crisis intervention and individual counseling, provide individualized therapy, socialization for inmates

in administrative segregation, provide group and individual drug and alcohol counseling, anger management, parenting, and assistance for victims of sexual abuse and sexual abusers. The programs and treatment that will be provided by the LMFT will be safer and more efficient in the proposed facility, as well as reaching more of the offender population.

Medical Services: The additional dental treatment space will allow CFMG to bring dental providers into the facility on a regular basis. This will reduce delays due to scheduling with community based providers.

Military Veterans: Services provided to military veterans will be improved based on the improved access to veteran service providers and the addition of the LMFT who has many of experience serving as a Veteran Service Officer.

Other Programs:

The Lassen County Jail continues to work closely with the Probation Department and utilizes the Day Reporting Center to maintain a continuum of care for the inmates upon their release from custody. Inmates who are released from custody, without additional community supervision are provided with referrals to; Alliance for Workforce, Lassen Works, Behavioral Health, and other partner agencies as appropriate. Additionally, all interested inmates are provided referral information to Lassen Community College to support continuation of their education.

The Inmate Program Coordinator and LMFT will continue to assess the offender population, evaluate offender programs, and ensure program fidelity. Programs will be added or removed as needed to ensure we are meeting offender needs with appropriate evidence based programs.

<p>G:3C</p>	<p>If improvements are designed to replace compacted, outdated, or unsafe housing capacity: How are the program and treatment service needs of the facility population expected or planned to be met? Are the improvements to housing deficiencies clearly described? To what extent will the deficiencies be remedied by the proposed construction?</p> <p>Response: The proposed facility will aid in efficient program and treatment delivery to the facility population by way of additional program and treatment space within, or in close proximity, to the housing units. The re-entry housing female housing, and medical/mental health beds and treatment space will provide purpose built space designed to meet the specific needs of these segments of the population. The remodeled housing space will permit appropriate housing based on classification and gender, and create a safer environment. The safe environment will reduce stress on staff and inmates, and be more conducive to rehabilitative efforts.</p>
<p>G:3D</p>	<p>How thoroughly does the staffing plan and lines of authority (including interagency partnerships, if relevant) in program and treatment management meet operational objectives?</p> <p>Response: Lassen County recently added an Inmate Program Coordinator (IPC) and a LMFT who are both assigned to the ADF on a full time basis. The IPC has been conducting needs assessments to identify the criminogenic and general needs of the ADF offender population. The IPC and LMFT will work collaboratively with partner agencies, community based organizations, and faith based organizations to identify and implement programs that best meet the identified offender and community needs.</p>
<p>Special Factors (Gov. Code, 15820.946, subd. (b)) Mandatory Criterion:</p>	

The county provided documentation that states the percentage of its inmates on pretrial status between January 1, 2015 and December 31, 2015 in the narrative of question 3?

Response: The following data indicates the Pre-Trial information as reported to BSCC on a monthly basis for the timeframe requested.

Month:	2015				
	ADP of Fel.	% OF ADP	ADP of Misd.	% OF ADP	Total % of ADP
Jan	71	82%	16	18%	100%
Feb	80	87%	12	13%	100%
Mar	88	84%	17	16%	100%
Apr	84	80%	21	20%	100%
May	78	80%	19	20%	100%
Jun	65	76%	20	24%	100%
Jul	71	80%	18	20%	100%
Aug	74	82%	16	18%	100%
Sep	75	82%	17	18%	100%
Oct	80	82%	18	18%	100%
Nov	70	79%	19	21%	100%
Dec	79	77%	24	23%	100%

S:3A

Provide a description of the county risk-assessment-based pretrial release program is provided in the narrative of question 3.

Response: Lassen County Operates a Pre-trial services program that is spearheaded by Lassen County Probation in partnership with the Courts and the ADF. Offenders are assessed at the ADF by probation personnel utilizing the Ohio Risk Assessment System- Pre-trial Assessment tool. The probation officer makes a recommendation based on the assessment results and the Judge makes a final determination of eligibility at initial arraignment. Probation conducts approximately 30 assessments per month. The ADF Average Daily Population (ADP) from January 1, 2015 until December 31, 2015 consisted of 51% pre-trial and 49% sentenced.

S:3B

4.	ADMINISTRATIVE WORK PLAN: Describe the steps required to accomplish this project. Include a project schedule, list the division/offices including personnel that will be responsible for each phase of the project, and how it will be coordinated among responsible officials both internally and externally.
-----------	---

General Merit Factors:

G:4A	<p>How clearly described are the elements of the work plan: timeline, assigned responsibilities, and coordination?</p> <p>Response: The Lassen County Sheriff's Office is committed to meeting the timeline and project schedule outlined in section 3 in this RFP. The elements of the work plan and key events are very achievable and are as follows, site assurance within 90 days of award, real estate due diligence within 120 days of award, SPWB project establishment within 18 months of award, Schematic Design within 24 months, preliminary plans by 8-2018 Staffing and Operating Cost Analysis approved by the BOS by 11-2017, Construction Documents 4-2019, Construction from 7-2019 to End of Construction 1-2021, Staffing and Occupancy completed by 3-21, well within 90 days of completion.</p> <p>The Divisions and offices responsible for each phase of this project and their duties for implementation of project through completion and coordination of efforts are as follows: The Lassen County Public Works Director will oversee all elements of the process from planning stages, produce all necessary due diligence, site assurances, performance criteria documents to construction and finalization of total project. The Public Works Director will be assisted by a construction administration consultant to be selected prior to bidding. Lassen County will assign the Sheriff, ADF Captain, Probation Chief, Deputy CAO, and Health and Social Services</p>
-------------	---

Director (or designee) to lead the effort in design oversight and construction / transition planning efforts.

All of these individuals have led the effort in the needs assessment documentation, preliminary planning and SB 844 application efforts. The Sheriff and Captain will be the liaison with the BSCC, SPWB, SFM and all associated entities throughout this project as well as all county entities.

Can the scope of work described in Question 2 (Scope of Work) feasibly be accomplished within the time allotted?

Response: During the needs assessment and application writing process, Lassen County retained the services of DLR Group Architects and Engineers. DLR Group has designed and completed multiple state funded projects through the AB 900 and SB 1022 and are currently under design of multiple SB 863 projects. They understand not only the design process but how much time needs to be built into these projects for the state review processes for BSCC, SFM, and DOF reviews at multiple stages of the process. Generous time has been inserted into the project schedule for all these reviews and approvals that need to take place.

G:4B

The last element of the process is the transition planning of the project. Additional Custody personnel (4) will be hired and trained prior to occupation of the proposed project space. Staff will be moved to the new areas of the facility and trained on any new systems implemented into the construction. Transition planning will also start on day 1 of the design process and continue all the way through design and construction to assure a smooth transition can be accomplished within the 90-day requirement.

5.	<p>BUDGET NARRATIVE: Describe the amounts and types of funding proposed and why each element is required to carry out the proposed project. Describe how the county will meet its funding contribution (match) requirements for all project costs in excess of the amount of state financing requested and how operational costs (including programming costs) for the facility will be sustained.</p>
----	---

<p>General Merit Factors:</p>	
--------------------------------------	--

	<p>Is the allocation of effort in the budget appropriately matched to the objectives described for the project under need, scope of work, offender treatment and programming, and administrative work plan?</p> <p>Response: The budget as described in section 2 is primarily using state funds for construction, equipment, design services and construction</p>
--	---

G:5A	<p>management services to supplement county staff. The budget for the project has gone through a preliminary programming process and a preliminary budget analysis has been performed by Sierra West cost estimators. Sierra West has set budgets for over 20 counties with projects going through the state funding process, and they fully understand the requirements for detention facilities and costs associated with this project type. For the counties cash and In-kind contributions an estimate of hours for each individual type has been estimated and is described in item 8, 9 and 10 of the budget summary in section 2. In addition, a Construction Management firm with project and state funding experience will be hired prior to construction to assist the county with tasks needed during the overall process.</p> <p>The needs objective of the Sheriff's Office is to renovate and add to the current facility appropriate to the risks of the inmate population and provide meaningful educational programs, treatment options, vocational training to</p>
------	---

those inmates that will benefit. Also, to create an environment suitable for the safety of both staff and inmates.

The **scope of work** objective is to address these needs in the most efficient and cost sensitive manner as possible. The majority of the project will be to renovate multiple areas of the existing facility, and improve the safety and functionality of the existing spaces in order to deliver proper programming to the diverse population housed in the jail. The kitchen addition is also being done in the most efficient and cost sensitive manner.

The condition assessment report done in 2015 shows that renovation of the existing space would indeed cost more than building a new addition to the facility. Building a new addition also opens up space inside the ADF for additional programs rooms within the secure confines, as well as allowing a larger kitchen space to have the functionality of classroom culinary training and hands on training.

The addition of vocational training areas will also assist with inmate needs to ensure inmates can realize a trade and become successful through job training, and job placement with a goal on reducing recidivism. This space is planned as a separate building also to be cost sensitive. The vocational building does not need to be secure and thus can be built in a more cost effective construction type.

The **treatment and programming** objectives are to add new and expanded education, behavioral treatment, and vocational programming resources to the existing jail program through focused facility construction space additions. The efficiencies of the facility will be enhanced with

access for Probation, Health and Human Services, Educational partners and Adult Education services, who all implement and provide many of these programs.

The **administrative plan** is to include procurement of professional consulting services to augment county staff in the project design and construction management of the proposed facility. The consultants will assist with all facets of the project; including development of the design for construction. The county Public Works department is the lead department for planning, design, and construction of the proposed project. The Lassen

County Sheriff's Office will work closely with the BSCC, SPWB, SFM, and will manage the project with key individuals within the Sheriff's Office by providing directives and oversight. The county will provide a cash contribution of approximately \$750,000. This will cover a portion of preliminary design costs for programming and schematic design. It will also cover costs for CEQA, State Agency Fees and the Previous Needs assessment.

Are the budgeted costs an efficient use of state resources?

Response: The effective use of state resources is defined in the careful planning phases and budgetary assurances defined in this proposal. As previously stated over 50% of this project will be in remodel and upgrades of the existing facility. This is much more cost effective than building new construction. The two elements being added for the kitchen and vocational education are both new additions and based around both making operations and safety of the facility better while using funding in the most

G:5B

	cost effective manner.
G:5C	<p>Rate the applicant’s plan for sustaining operational costs, including programming over the long term.</p> <p>Response: The approved Board of Supervisor Resolution assures that the County will staff the facility after the completion of construction.</p> <p><u>Custody Personnel:</u> Four additional Custody personnel will be required to coordinate additional programs, and manage the re-entry facility. As part of the consideration in approving submittal of this SB844 application, the Board of Supervisors was advised that operating costs would increase with the addition of 4 custody personnel (\$240,000 annually). Public safety and ADF operations are County priorities and these cost increases will be taken into account in the County’s financial planning.</p> <p><u>Programming and Treatment:</u> Lassen County has demonstrated a commitment to programming and treatment by adding an Inmate Program Coordinator (December of 2016) and a LMFT (authorized in the spring of 2016). Lassen County will continue to contract with CFMG for medical, dental, and mental health services in addition to the services provided by Lassen County Behavioral Health. Existing revenue sources including General Funds, Community Corrections Partnership funds, and Public Health Realignment Funds will continue to support programming and enhance the programming offered.</p>

6.	READINESS TO PROCEED (Gov. Code, § 15820.946, subd. (b)(2)) Funding Preference:
6A	Did the county provide a board resolution: 1) authorizing an adequate amount of available matching funds to satisfy the counties’ contribution 2) approving the forms of the project documents deemed necessary, as identified by the board (SPWB) to the BSCC, to

effectuate the financing authorized by the legislation,
3) authorizing the appropriate signatory or signatories to execute those documents at the appropriate times. The matching funds mentioned in the resolution shall be compatible with the state's lease revenue bond financing. See page 2 of the Proposal Form and Instructions for more information regarding "compatible funds".

Response: The Lassen County Board of Supervisors approved Board of Supervisors Resolution Number 2017-12 on February 21, 2017 establishing the criteria required in Gov. Code 15820.946 (b)(2). See Resolution 2017-12 in the appendix.

6B

Did the county provide documentation evidencing CEQA compliance has been completed? Documentation of CEQA compliance shall be either a final Notice of Determination or a final Notice of Exemption, as appropriate, and a letter from county counsel certifying the associated statute of limitations has expired and either no challenges were filed or identifying any challenges filed and explaining how they have been resolved in a manner that allows the project to proceed as proposed.

Response: Lassen County Counsel's Office has provided documentation certifying the project is in compliance with CEQA (included in the appendix). Lassen County is prepared to proceed.

SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

All counties applying for SB 844 financing must include a Board of Supervisors' resolution with the proposal submittal. The resolution must include the requisite components as outlined below. For counties submitting multiple proposals (which requires participation in a regional ALCJF as described in the RFP), separate resolutions for each proposal, with the necessary language contained in each resolution, are required.

The Board of Supervisors' resolution for the project shall be attached to the original proposal and must contain all of the following:

- A. Names, titles, and positions of county construction administrator, project financial officer, and project contact person.
- B. Approving the forms of the project documents deemed necessary, as identified by the board (SPBW) to the BSCC, to effectuate the financing authorized by the legislation.
- C. Authorization of appropriate county official to sign the applicant's Agreement and submit the proposal for funding.
- D. Assurance that the county will adhere to state requirements and terms of the agreements between the county, the BSCC, and the SPWB in the expenditure of state financing and county match funds.
- E. Assurance that authorizes an adequate amount of available matching funds to satisfy the counties' contribution. The identified matching funds in the resolution shall be compatible with the states' lease revenue bond financing. (see page 2 of this form for description of compatible funds)
- F. Assurance that the county will fully and safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations, Chapter 1, Subchapter 6 section 1756 (j) 5) within 90 days after project completion.
- G. All projects shall provide the following site assurance for the county facility at the time of proposal or not later than 90 days following the BSCC's notice of Intent to Award: 1) assurance that the county has project site control through either fee simple ownership of the site or comparable long-term possession of the site and right of access to the project sufficient to assure undisturbed use and possession of the site; and, 2) will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of facility subject to construction, or lease the facility for operation to other entities, without permission and instructions from the BSCC, for so long as the SPWB lease-revenue bonds secured by the financed project remain outstanding.
- H. Attestation to \$160,000 as the current fair market land value for the proposed new or expanded facility. This can be claimed for on-site land value for new facility

construction, on-site land value of a closed facility that will be renovated and reopened, or on-site land value used for expansion of an existing facility. It cannot be claimed for land value under an existing operational facility. (If claimed as in-kind match, actual on-site land value documentation from an independent appraisal will be required as a pre-agreement condition.)

- I. Regional ALCJF projects only: A Board of Supervisors' resolution from all counties in the regional partnership containing the items identified above, along with a Memorandum of Understanding (MOU) or Joint Powers Agreement (JPA) between each of the partner counties. Please consider the information about regional ALCJFs for the purposes of this funding program as described in the "Eligible Projects" section, "Limit on Number of Projects/Set Asides" sub-section of the RFP, before developing these documents. If preliminary MOUs and JPAs are submitted, final documents must be submitted within 90 days following the notification to the lead county of conditional Intent to Award state financing.

Note: Additionally, refer to "Section 5: Narrative - Readiness to Proceed."

PROPOSAL CHECKLIST

- a. Page 1 of the Proposal Form is the first page of your proposal. Please use standard copy paper. Do not use heavyweight, card stock, or glossy paper. Covers, table of contents, introductory letters, tabs, or dividers are not allowed.
- b. The formal proposal includes the Proposal Form, narrative, and required attachments (needs assessment, board resolution, regional project MOU's or JPA's, one (1) additional attachment with a limit of 4 pages of schematics, graphs or charts) as a combined document.
- c. Provide one original proposal with Applicants Agreement signed by proper authority on page 2 section E.
- d. In addition to the wet signature original and 1 electronic copy (read only). The electronic version should be an Adobe Acrobat file (pdf) on a standard CD ROM.
- e. Two whole punch the top of the original copy of the proposal.
- f. Use a clip to secure the proposals. (Do not put proposals in binders or use staples.)
- g. The Arial font used for the proposal and the appendices can be no smaller than 12 point.
- h. The narrative for Sections 5 must be double-spaced with one-inch margins.
- i. The entire narrative (Section 5 and Section 2) cannot exceed 35 pages.
- j. The only attachments are the board resolution, needs assessment, regional project MOU's and JPA's, and one (1) attachment with a limit of four (4) pages of schematics, graphs or charts.
- k. Attach to the original proposal the Board of Supervisors' resolution (original or copy), fully executed, containing the language cited in Section 6 of the Proposal Form. Please include an additional copy of the resolution.
- l. Provide one copy of a needs assessment study (as described previously in the RFP) if the county intends to build a new facility or add bed space to an existing facility. Projects for renovation and program space only are not required to submit a separate needs assessment study but are required to comprehensively document the need for the project in the proposal.
- m. For regional ALCJFs, provide one copy of the MOU or JPA and the Board of Supervisors' resolution from all participating counties.

RESOLUTION NO. 2017-12

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA,
AUTHORIZING SUBMISSION OF AN APPLICATION AND PROPOSAL FOR SB844
FINANCING AND FURTHER PROVIDING RELATED APPROVALS, AUTHORIZATIONS,
AND ASSERTIONS IN SUPPORT OF THE COUNTY'S PROPOSAL

WHEREAS, the Sheriff of Lassen County operates the Lassen County Adult Detention Facility, which is the only local detention facility utilized to house and treat Adult Offenders;

WHEREAS, the existing Adult Detention Facility lacks the appropriate housing, treatment, and program space for the adult local offender population;

WHEREAS, the County is committed to promoting public safety by providing evidence-based treatment programs for inmates;

WHEREAS, SB844 makes certain monies available through State lease-revenue bond financing for the acquisition, design and construction of adult criminal justice facilities; and

WHEREAS, the County is submitting an application and proposal for SB844 financing to the California Board of State and Community Corrections.

BE IT RESOLVED by the Board of Supervisors of the County of Lassen, California, hereby authorizes the Sheriff's Office to submit an application and proposal to the California Board of State and Community Corrections SB844 Adult Local Criminal Justice Facilities Construction Program, in the amount of \$25 million, to provide funding to assist with the modification and addition to the Adult Detention Facility and associated housing, food service, educational, vocational, medical, and mental health treatment space.

BE IT FURTHER RESOLVED that the Board of Supervisors hereby:

- A. Appoints Larry Millar, Public Works Director, as the County Construction Administrator; Richard Egan, County Administrative Officer, as the Project Financial Officer; and Sheriff Dean Growdon as the Project Contact Person.
- B. Approves the forms of the project documents deemed necessary, as identified by the board (State Public Works Board) to the Board of State and Community Corrections, to effectuate the financing authorized by the legislation.
- C. Authorize the County Administrative Officer to sign said application and submit for funding.
- D. Assure that the County will adhere to state requirements and terms of the agreements between the County, Board of State and Community Corrections, and the State Public Works Board in the expenditure of state financing and county match funds.
- E. The County authorizes an available amount of matching funds to satisfy the County contribution toward project costs. The matching funds will be compatible with the states' lease revenue bond financing. The funds will be paid from the County General Fund.

- F. The County will fully and safely staff and operate the facility that is being constructed/remodeled, consistent with Title 15 of the California Code of Regulations, Chapter 1, Subchapter 6 section 1756(j)(5) within 90 days after program completion.
- G. The County makes the following assurances regarding the real property site ("Site") for the proposed facility:
 - a. The County controls the Site and owns the Site through fee simple title with right of access to the project sufficient to assure undisturbed use and possession of the Site;
 - b. The County will not dispose of, modify the use of, or change the terms of the real property title to the Site and/or other interest in the Site of the Facility subject to construction;
 - c. The County will not lease the facility for operation to other entities, without permission and instructions from the Board of State and Community Corrections, ~~for so long as the State Public Works Board lease revenue bonds secured by the~~ financed project remain outstanding.
- H. The current fair market value for the Site is \$160,000. This is based on comparable land sales, but an independent appraisal will be conducted and a report will be submitted to the BSCC within 90 days of BSCC's notice of intent to award (as required by SB844).
- I. The County is committed to meeting the needs of the offender population and reducing offender recidivism rates while preserving public safety, and the safety of custody personnel. Appropriate housing, treatment, and educational space will aid the County in meeting these goals. Accordingly, the County is committed to completing the project.

THE FOREGOING RESOLUTION WAS ADOPTED AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA, HELD ON THE 21st DAY OF February, 2017 BY THE FOLLOWING VOTE:

AYES: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond

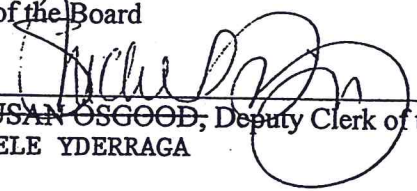
NOES: NONE

ABSENT: NONE



 CHAIRMAN OF THE BOARD OF SUPERVISORS
 COUNTY OF LASSEN, STATE OF CALIFORNIA

ATTEST:
 JULIE BUSTAMANTE
 Clerk of the Board

BY: 

 SUSAN OSGOOD, Deputy Clerk of the Board
 MICHELE YDERRAGA

MICHELE YDERRAGA

I, ~~SUSAN OSGOOD~~, Deputy Clerk of the Board of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing resolution was adopted by the said Board of Supervisors at a regular meeting thereof held on the 21 day of FEBRUARY, 2017.



Deputy Clerk of the County of Lassen
Board of Supervisors





OFFICE OF COUNTY COUNSEL

ROBERT M. BURNS, *Lassen County Counsel*

221 SOUTH ROOP STREET, SUITE 2
SUSANVILLE, CA 96130-4339

February 28, 2017

☎ (530) 251-8334
FAX: (530) 251-2665

Facilities Construction Division
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Re: Notice of expiration of the statute of limitations for challenging the California Environmental Quality Act (CEQA); Notice of Exemption for Lassen County's application for funding under Senate Bill 844.

To whom it may concern:

The intent of this letter is to satisfy the Senate Bill 844 grant application requirement that Lassen County Counsel provide a letter certifying that the statute of limitations has expired for challenge of the project referenced below. For the reasons detailed herein it is confirmed that the 35-day statute of limitations for legal challenge to Lassen County's decision that the project is exempt from CEQA is exhausted, and I now so certify.

The project is for the Lassen County Sheriff's Department Facility located at 1405 Sheriff Cady Lane, Susanville, CA 96130. The proposed project utilizes Senate Bill 844 which authorizes correctional facility financing for design, renovation, construction, and improvements to county jail facilities. The project may include any or all of the following components:

- Relocation and new construction of the kitchen from its existing location to another location in the existing footprint of the County Jail Facility (CJF) including the removal and relocation of an adjoining modular unit; renovation of the existing kitchen space will become program and other space, as necessary to manage the adult offender population under the jurisdiction of the Sheriff.
- Relocation and construction of approximately 5,000 square feet of program and reentry training space at the CJF, which will include the program and reentry training provided by the existing County Motor Pool Program.
- Renovation of the existing dormitory housing space at the CJF into specified custodial housing, program, medical, mental health, and treatment space as necessary to manage adult offender population under the jurisdiction of the sheriff.

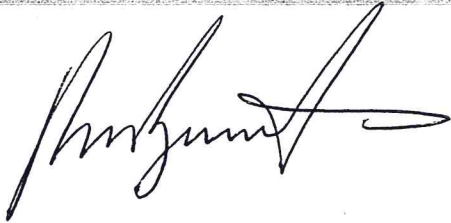
None of the above project components will result in an increase in inmate capacity.

The Environmental Review Officer of the County of Lassen has determined that this this proposal is not subject to further environmental review under California Environmental Quality Act Guidelines Section 15061(b)(3), which states that:

“The activity is covered by the general rule that CEQA applies only to projects which leave the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.”

Accordingly, a Notice of Exemption (NOE) was filed with the Lassen County Clerk on January 24, 2017. The clerk posted said NOE as required by section 15062 of the CEQA Guidelines (see attached notice from the Lassen County Clerk attesting that the NOE was posted accordingly). Section 15062(d) of the CEQA Guidelines states that filing the NOE starts a 35-day statute of limitations period on legal challenges to the agency’s decision that the project is exempt from CEQA. Said 35-day statute of limitations expired on February 28, 2017, without any legal challenge being filed.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert M Burns", with a long horizontal flourish extending to the right.

Robert M Burns
Lassen County Counsel

BB:GFN:km

cc: Lassen County Sheriff

NOTICE OF EXEMPTION



TO: County Clerk
County of Lassen
220 South Lassen Street
Susanville, CA 96130

JULIE BUSTAMANTE
LASSEN COUNTY CLERK
By  Deputy

FROM: Lassen County Department of Planning and Building Services
707 Nevada Street, Suite 5
Susanville, CA 96130

Project Title: SB 844 Correctional facilities financing for design, renovation, construction, and improvements to county jail facility.

File Number: EXEMPT-2017-01

Project Proponent:
Lassen County Sheriff

Lead Agency Contact Person: Gaylon F. Norwood, Assistant Director

Phone No.: (530) 251-8269

Project Location: 1405 Sheriff Cady Lane, Susanville CA 96130
Assessor Parcel Number: 101-150-01

Project Description: The project may include any or all of the following components:

- Relocation and new construction of the kitchen from its existing location to another location in the existing footprint of the County Jail Facility including the removal and relocation of an adjoining modular unit; renovation of the existing kitchen space will become program and other space, as necessary to manage the adult offender population under the jurisdiction of the sheriff
- Relocation and new construction of approximately 5,000 square feet of program and reentry training space at the County Jail Facility, which will include the program and reentry training provided by the existing County Motor pool program.
- Renovation of existing dormitory housing space at the County Jail Facility into specified custodial housing, program, medical, mental health and treatment space as necessary to manage the adult offender population under the jurisdiction of the sheriff

None of the above project components will result in an increase in inmate capacity.


Exempt Status:

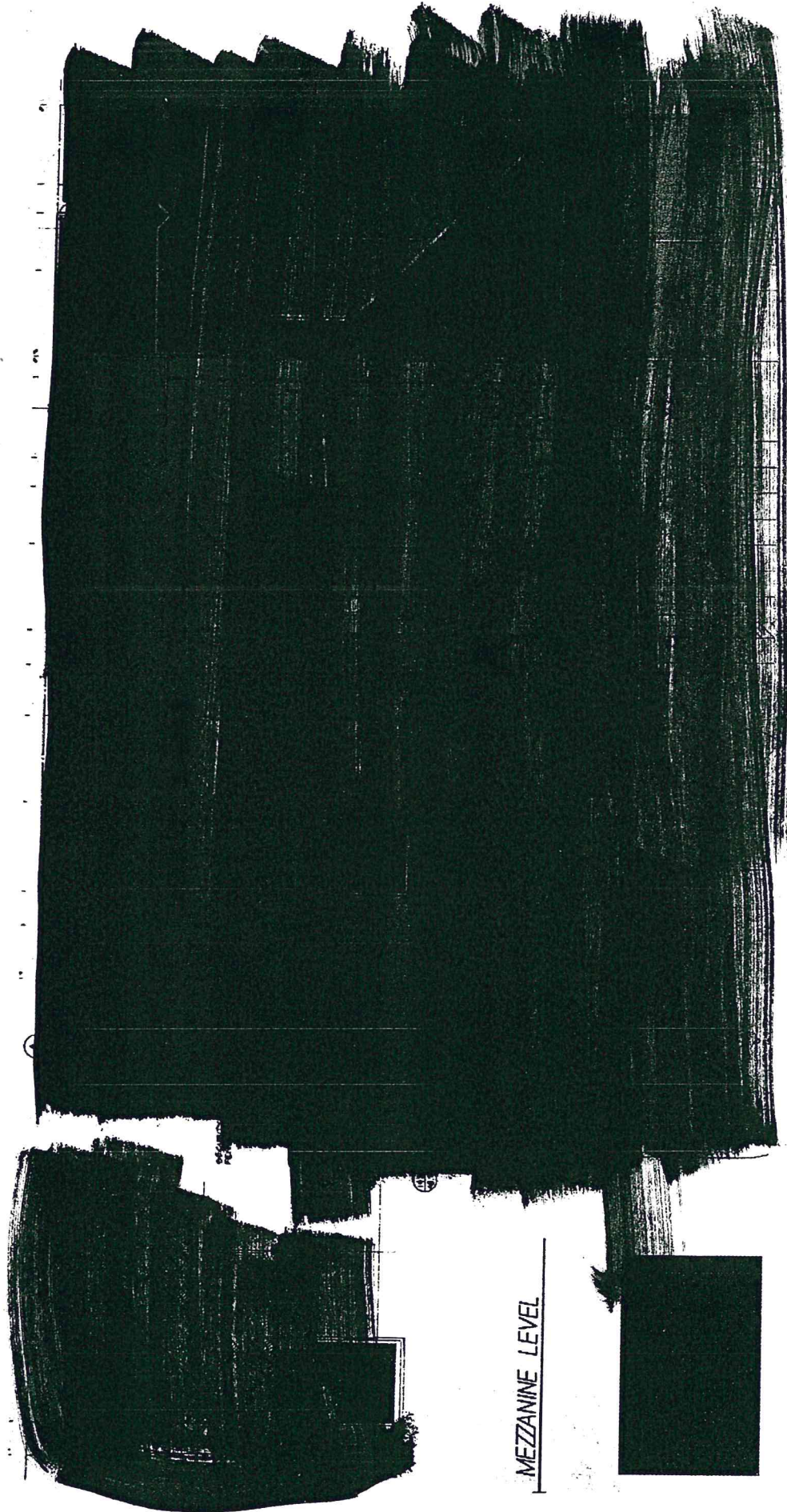
1. Ministerial (Sec.21080(b)(1); 15268);
2. Declared Emergency (Sec.21080(b)(3); 15269(a));
3. Emergency Project (Sec.21080(b)(4); 15269(b)(c));
4. Categorical Exemption. State type and section number:
5. Statutory Exemptions. State type and section number:
6. Other. Not subject to further review. General Rule 15061(b)(3)

Reason why project is exempt:

The Environmental Review Officer of the County of Lassen has determined that this proposal is exempt from environmental review under California Environmental Quality Act Guidelines Section 15061(b)(3), which states that:

“The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.”


Maurice L. Anderson Environmental Review Officer 1-24-17 Date



MEZZANINE LEVEL

- EXISTING FEMALE DORM RENOVATED TO CLASSROOMS
- FEMALE CELLS WITH SUB-DAYROOM AND RECREATION
- FEMALE DORM AND RECREATION
- CONTROL ROOM
- WORK RELEASE AND RECREATION
- MEDICAL / MENTAL HEALTH AND RECREATION
- EXISTING KITCHEN REMODELED TO PROGRAMS
- RELOCATED NEW KITCHEN ADDITION
- NEW VOCATIONAL EDUCATION SHOPS AND CLASSROOM

LASSEN COUNTY JAIL REMODEL AND ADDITION GENERAL SCOPE DIAGRAM

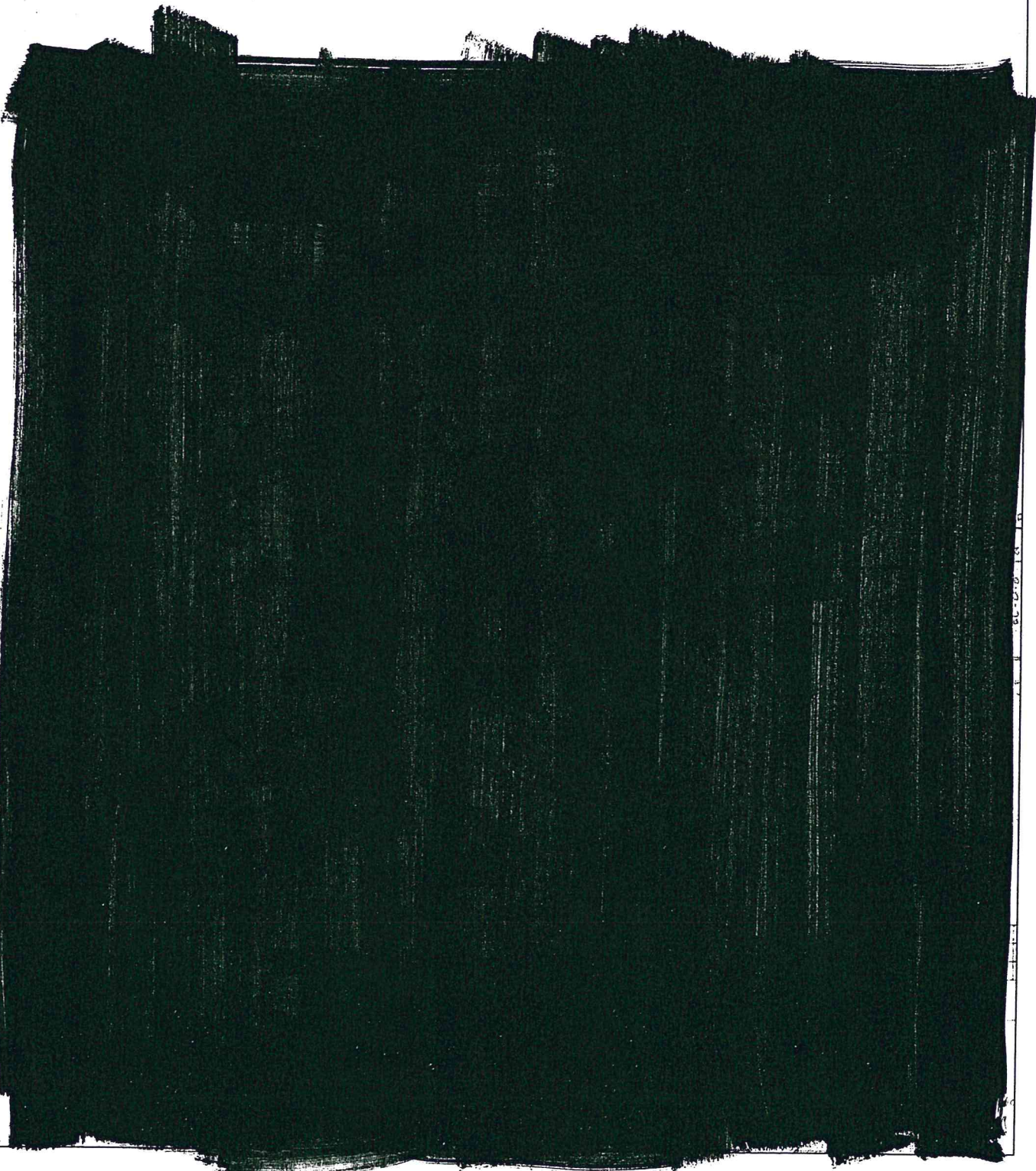
LEGEND

- 4 HOUR FIRE RATED WAL
- 1 HOUR FIRE RATED WAL
- 1 HOUR FIRE AND SMOKE RATED WALL
- EXIT CORRIDOR

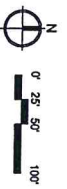
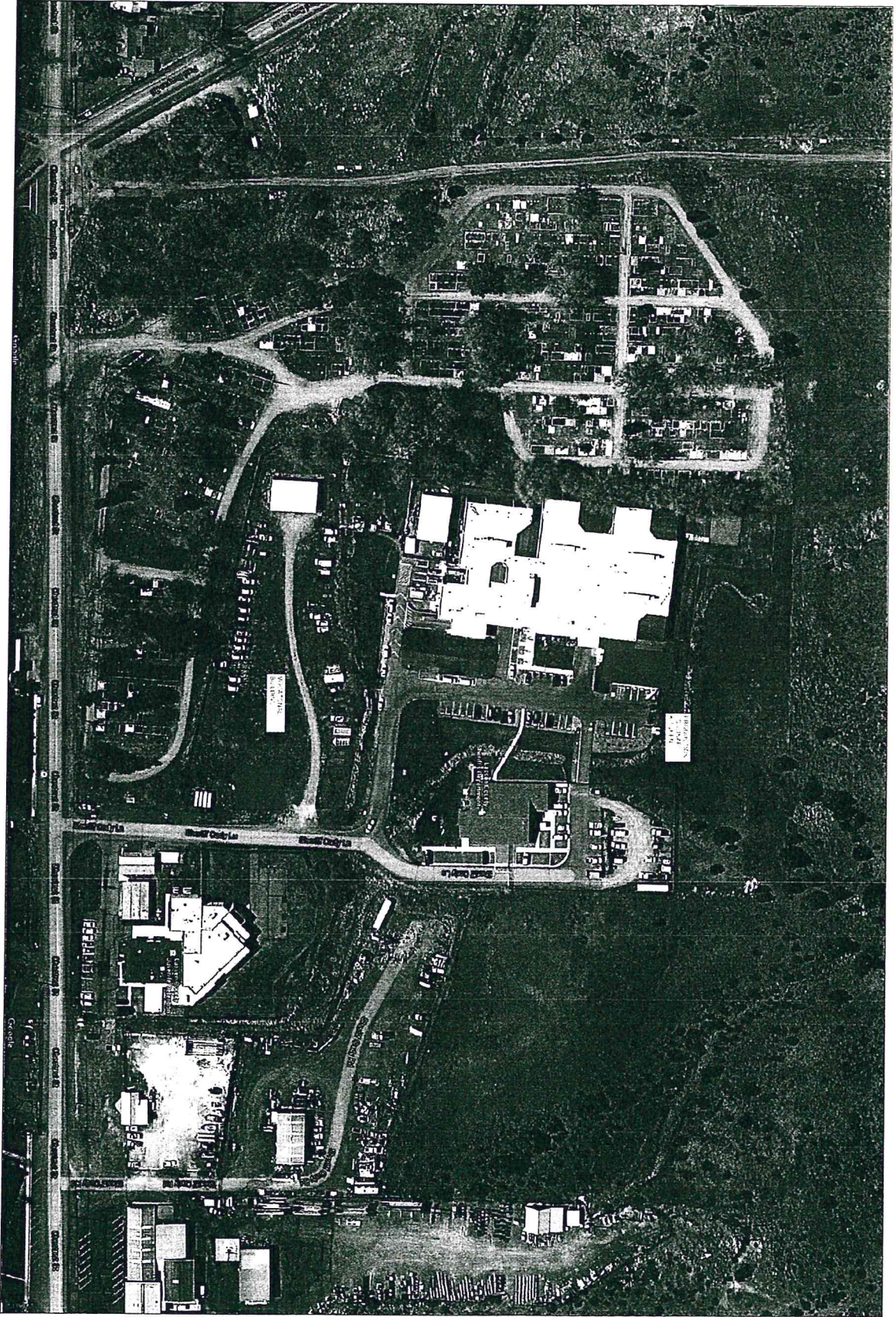
LASSEN COUNTY JAIL
REMODEL DIAGRAM



SCALE: 1/8" = 1' - 0"



SCALE 1:50



Inmates who were charged with a new offense while in prison

Booking number	Start	CDC/YA#	Case #	Charges
20160352	2/1/2017	RS400	CC032371	4573.6PC
20160309	2/1/2017	AY6487	CC033130	1320.5 PC (ON 182(A)(1) PC)
20161162	2/1/2017	AT8998	CC034200	4573.6PC
20160506	2/1/2017	P31421	CH033027	4501.5PC,69PC, 667(B)(1) PC(X2)
20170073	2/1/2017	G14359	CC034728	4501 (A) PC, 4501(B)PC , 667(B)(1) PC (X2)
20170010	2/1/2017	AN7332	CC032214	1203.2(A) PC9 ON 4573.8 PC)
20170049	2/1/2017	AF7009	CH034140	4502(A) PC, 667(B)(1)PC

Inmates who were arrested at a prison but were not in custody in a prison

Booking number	Start	CDC/YA#	Case #	Charges
20160552	2/1/2017		CH032277	182 (A)(1) PC
20161104	2/1/2017		CH033959	182 (A)(1) PC
20141635	2/1/2017		CH032555	1203.2 (A) PC (ON 182 (A)(1)P C)
20161030	2/1/2017		CH034159	182 (A)(1) PC
20170011	2/1/2017		CH034306	182 (A)(1) PC

2015 Non Sentenced Inmates

Month	ADP FEL	% OF ADP	ADP of Misc	% of ADP	total % of ADP	ADP
January	39	45%	8	8%	54.02%	87
Feb	47	51%	5	5%	56.52%	92
Mar	44	42%	7	7%	48.57%	105
Apr	43	41%	8	8%	48.57%	105
May	39	40%	6	6%	46.39%	97
Jun	37	44%	7	7%	51.76%	85
Jul	41	46%	9	9%	56.18%	89
Aug	45	50%	9	9%	60.00%	90
Sep	40	43%	9	9%	53.26%	92
Oct	44	45%	11	11%	56.12%	98
Nov	36	40%	4	4%	44.94%	89
Dec	39	38%	5	5%	42.72%	103

2015 Sentenced Inmates

Month	ADP FEL	% OF ADP	ADP of Misc	% of ADP	total % of ADP	ADP
January	32	37%	9	10%	47.13%	87
Feb	33	36%	7	8%	43.48%	92
Mar	44	42%	10	10%	51.43%	105
Apr	41	39%	12	11%	50.48%	105
May	39	40%	13	13%	53.61%	97
Jun	28	33%	13	15%	48.24%	85
Jul	30	34%	9	10%	43.82%	89
Aug	29	32%	8	9%	41.11%	90
Sep	35	38%	9	10%	47.83%	92
Oct	36	37%	11	11%	47.96%	98
Nov	34	38%	15	17%	55.06%	89
Dec	40	39%	19	18%	57.28%	103