



WASHINGTON COUNTY, ARKANSAS
County Courthouse

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
JAIL/LAW ENFORCEMENT/COURTS COMMITTEE

Monday, October 11, 2021
Immediately following Personnel Meeting
Washington County Quorum Court Room

Patrick Deakins - Vice-Chair
Lisa Ecke
Willie Leming

Lance Johnson - Chair

Eva Madison
Shannon Marti
Bill Ussery

A G E N D A

1. **CALL TO ORDER AND WELCOME**

2. **ADOPTION OF AGENDA**

At the beginning of each meeting, the agenda shall be approved. Any JP may request an item be added or removed from the agenda subject to approval of the Committee.

REPORTS

3. **JUVENILE DETENTION**

- Monthly Statistics Report (3.2 – 3.6)
- Facility Review Report (3.7)

4. **SHERIFF'S OFFICE**

- Enforcement Activity Report (4.1)
- Detention Activity Report (4.2)
- Population Reports (4.3 – 4.4)
- Pre-Trial vs Total Bed Count (4.5)
- Facility Review Report (4.6)

5. **RETURNING HOME UPDATE**

6. **CRIMINAL JUSTICE COORDINATING COMMITTEE UPDATE**

7. **AN ORDINANCE CREATING THE CRIMINAL JUSTICE COORDINATING COMMITTEE COORDINATOR POSITION IN THE COUNTY JUDGE BUDGET FOR 2021** Item 21-O-118 (7.1)

8. INCENTIVE PROGRAM DISCUSSION – SHERIFF TIM HELDER

9. PUBLIC COMMENT

Twelve-minute comment period with a three-minute limit for each individual to comment on items on the agenda.

10. ADJOURNMENT

Washington County Juvenile Detention Center
885 Clydesdale
Fayetteville, AR 72701
N. Denyse Collins, Director
444-1670, ext.3

Joseph Wood
Washington County Judge

Memo

To: Judge Joseph Wood
From: Denyse Collins, Director
CC: Brian Lester, Patricia Burnett, Norma Frisby, Kendrick Sexton
Date: October 4, 2021
Re: Juvenile Detention Monthly Statistics Report, September 2021

Please find attached the following statistical reporting for the Washington County Juvenile Detention Center for the month of September 2021:

- Daily population count
- Detention comparisons for 2020 and 2021
- Totals and averages
- Average daily population for September: 9.30
- Number of transports:

Washington County Juvenile Detention Center Daily Population Count for September 2021

The information contained within this report was developed using the center’s daily population count forms, which were designed to provide the Juvenile Court staff with daily population information.

September 2021

01 Population 9	02 Population 0	03 Population 0	04 Population 0	05 Population 0	06 Population 0	07 Population 0
08 Population 0	09 Population 0	10 Population 0	11 Population 0	12 Population 0	13 Population 0	14 Population 0
15 Population 0	16 Population 0	17 Population 0	18 Population 0	19 Population 0	20 Population 0	21 Population 0
22 Population 7	23 Population 10	24 Population 9	25 Population 9	26 Population 8	27 Population 8	28 Population 8
29 Population 8	30 Population 8	31 Population				
				Day of the Month	Daily Population	

*****First two and a half weeks, Washington County JDC was shut down due to CDC/AHD COVID-19 protocol.***

Washington County Juvenile Detention Center Detention Data Comparisons

The following information is a comparison of detention data elements for the month of September for 2020 and 2021.

Statistical Information	2020	2021
Average number of intakes per day	0.70	0.30
Number of intakes (total for period)	21	9
Number of days of detention (total for period)	167	39
Average age	15.00	16.22
Average length of stay	7.95	4.33

Top Five Offenses Used for Detention			
2020		2021	
Offense	# of Intakes	Offense	# of Intakes
Controlled Substance Violation (Felony)	4	Probation Violation (Misdemeanor)	3
Controlled Substance Violation (Misdemeanor)	4	Battery - 3 (Misdemeanor)	2
Probation Violation (Misdemeanor)	4	Theft by Receiving (Felony)	2
Rape (Felony)	2	Criminal Mischief - 1 (Misdemeanor)	1
Resisting Arrest (Misdemeanor)	2	Disorderly Conduct (Misdemeanor)	1

Washington County Juvenile Detention Center

Totals and Averages

This report covers 30 days 9/1/2021 to 9/30/2021
 The Avg. Daily Intake is 0.30

Intakes	9
Days of Detention	39
Average Age	16.22
Average Stay	4.33

Totals and Averages by County and Percentage of Facility Use

Start Date 9/1/2021 **End Date** 9/30/2021

This report covers 30 days

County	# Intakes	# Detention Days	Average Stay	Av. Daily Intake	Percentage of Total Days
<Not Specified>	1	9	9.00	0.03	23.08 %
Washington	8	30	3.75	0.27	76.92 %
	9	39	4.33	0.30	100.00 %

Totals and Averages by Court

Court	# of Intakes	# of Days	Avg. Stay
Juvenile	8	30	3.75

Washington County Juvenile Detention Center

Totals and Averages

This report covers 30 days 9/1/2020 to 9/30/2020

The Avg. Daily Intake is 0.70

Intakes	21
Days of Detention	167
Average Age	15.00
Average Stay	7.95

Totals and Averages by County and Percentage of Facility Use

Start Date 9/1/2020 **End Date** 9/30/2020

This report covers 30 days

County	# Intakes	# Detention Days	Average Stay	Av. Daily Intake	Percentage of Total Days
Madison	1	7	7.00	0.03	4.19 %
Washington	20	160	8.00	0.67	95.81 %
	21	167	7.95	0.70	100.00 %

Totals and Averages by Court

Court	# of Intakes	# of Days	Avg. Stay
Juvenile	22	167	7.59

Washington County Juvenile Detention Center

The following information shows the average daily population over the past six months, April 2021 to September 2021.

Average Daily Population						
	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021
*Total admits	37	42	32	35	35	30
Total days	473	351	413	340	404	279
Average daily population	15.77	11.32	13.77	10.97	13.03	9.30

*Total admits include intakes and residents currently detained at the month's end.

September 2021	
Currently Holding	(Last day of month)
4	Sentenced
0	Adult charged youth currently holding
0	FINS
1	DYS
1	Early release to treatment or other appropriate facility
1	CSTP
2	Sent to acute placement (during month)

Transports	
9	Total Transports
0	Local
9	Out of town transports
1/0/0 (1)	Law Enforcement/Other agency transported/Parent or legal guardian
8	JDC transports



STATE OF ARKANSAS
Department of Corrections
Criminal Detention Facilities
Review Committees

COORDINATOR'S OFFICE
 1302 Pike Avenue Suite E
 North Little Rock, AR 72114
 Phone: (501) 324-9493
 Fax: (501) 683-6919

Facility Name: Washington County Juvenile Detention Center	District: 1st
Date of Inspection: 7/15/2021	
Mailing Address: 885 W. Clydesdale Dr. Fayetteville, AR 72701	
Physical Address (if different):	
Facility Phone Number: 479-444-1670	Facility Fax Number: 479-445-6903
Sheriff/ Chief of Police: Tim Helder	Sheriff/ Chief of Police Email Address: thelder@co.washington.ar.us
Facility Supervisor: Denyse Collins	Facility Supervisor's Email: dcollins@co.washington.ar.us
County Judge/Mayor: Joseph Wood	County Judge/Mayor's Email: Joseph.wood@co.washington.ar.us
County/City Clerk: Becky Lewallen	County/City Clerk's Email: blewallen@co.washington.ar.us
Facility Construction Date: 2000	Latest Remodel Date:
Type of Facility: <input type="checkbox"/> Book In Facility <input type="checkbox"/> 24 Hour Facility <input type="checkbox"/> Short-term Facility <input checked="" type="checkbox"/> Long-term Facility	
<input type="checkbox"/> Juvenile Status: _____	

AVERAGE DAILY POPULATION AND STAFFING INFORMATION

Detainee Population Information	Male	Female	Total
Facility Capacity			36
Average Daily Population	7	1	8
Today's Population	7	6	13
Facility Staffing Information	Male	Female	Total
Administrator	1	1	2
Detention Officer	9	9	18
Medical Personnel			1 RN
Jailer/Dispatch			
Other			2 Social Worker / 3 Teachers

INSPECTION CHECKLIST	Status
Health Department Inspection	Current
Fire Department Inspection	Current
Written Policies	Current
Training Booklet	Current
Menu Approved by Licensed Dietician	Current
Annual Budget	Current

Overview:

The Facility is an Annie E. Casey Foundation model site, effective 2012-2013.

All new staffers receive 40 hours of training. In successive years, staffers typically secure 40 hours of continuing education.

The staff works with the Courts, the University of Arkansas, Crystal Bridges, Museum, as well as other community resources in terms of on-site programming and services. The staff works well and closely with community members with regard to juvenile services and youth outreach.

The Social Worker program is complimented by 3 interns. The Review Committee commends the County with respect to the Social Work and wellness / support services.

The staff is in the process of updating and repainting the housing areas.

Physical Plant:

Soon, the site may need a camera system update.

As the County plans for the future:

The site may soon need additional space and room operations.

One room within the facility serves the chaplain program, as the visiting area for attorneys, the health care delivery room, support service activity zone (such as DHS meets), the mental health delivery area, mobile assessment activity, as well as other professional / care services.

Based on current trends, the facility at times needs additional housing areas as to serve the differing populations, such as juveniles charged as adults. On occasion, the site's visitation booth serves as a temporary holding area for youths.

Due to COVID-19, the agency has a capacity of 26-27 +/-.

Conclusion:

The Review Committee applauds the staff and officials as they continue the ongoing work with concern to serving youths and those on site.

The staff works well with local partners, in terms of managing the site population.

The professional and knowledgeable staff oversees a clean and orderly site.

State of Arkansas Juvenile Detention Facilities

Name of Facility: Washington County Juvenile Detention Center	Date of Inspection: 7/15/2021
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All Juvenile Detention facilities in Arkansas must comply with all applicable mandatory requirements. Failure to meet applicable requirements will cause the facility to be considered in non-compliance and subject to future action by this Agency in compliance with 515 of 1989.

MINIMUM MANDATORY REQUIREMENTS IN COMPLINANCE

In Compliance Out of Compliance See Overview

II. ADMINISTRATION:

Do the Facility's operations comply with requirements as stated in chapter III relative to the following?

Section 2-1001: Has the governing body authority held semi-annual meetings with the facility administrator?

Section 2-1002: Does the facility hold juveniles who have not been charged with a status crime?

Section 2-1003: Are maintenance workers supervised by staff when performing work in the facility?

Section 2-1004: Does the facility have a proper policies and procedures manual and is the staff familiar with it?

Section 2-1005: Is there an organizational chart for the facility staff that accurately reflects the structure of authority, responsibility and accountability within the facility?

Section 2-1006: Is the facility privately operated?

Section 2-1006: If so, do they meet the requirements in Section 2-1006?

III. MANAGEMENT INFORMATION SYSTEM

Section 3-1001-1004: Does the facility have a system to keep up with the number and type of juveniles held?

IV. FISCAL MANAGEMENT

Section 4-1001-1002: Does the facility have a proper budget?

Section 4-1003-1004: Does the facility have a proper accounting procedure?

V. SECURITY & CONTROL

Section 5-1001: Is sufficient personnel on duty at all times?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1002: Is there written policies and procedures governing the availability, control and use of chemical agents and related security devices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1003: Is there written policies and procedures concerning the locking of perimeter entrances, exterior doors and other doors determined by the administrator?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1004: Is a proper detention log being kept as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1006: Does facility have weekly inspection and maintenance of security devices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1007: Are officers allowed in secure area armed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1008: Does facility have a policy for key and equipment control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1009: Are there written operation shift assignments?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1010: Are there written policies and procedures for handling escapees, runaways and unauthorized absences?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1011: Are there written plans that specify procedures, including evacuation routes, from or within facility, staff in charge and areas of responsibility, which must be followed in emergency situations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1012: Are there written policies and procedures concerning the use of restraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1012: Are there written policies and procedures concerning the use of force?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1014: Are there written policies and procedures concerning safety and security of facility and staff vehicles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1014: Are there policies and procedures governing emergency and non-emergency transportation of juveniles outside facility from one jurisdiction to another?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1015: Are proper checks being made on juveniles with known mental or behavioral problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 5-1017: Are there policies and procedures governing searches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VI. PERSONNEL

Section 6-1001: Does the facility have written policies and procedures for hiring as described in Section 6-1001 A through M?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 6-1002: Is each employee provided a copy of personnel policies and procedures manual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 6-1003: Has personnel policies manual been reviewed in the past year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VII. TRAINING AND STAFF DEVELOPMENT

Section 7-1001: Does facility have written policies and procedures providing that all training programs are presented by persons who are qualified in the areas in which they are conducting training?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1002: Is there training curriculum developed, evaluated and updated based on an annual assessment that identifies current job-related training needs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1003: Does the facility have written policies and procedures that allow all new full-time employees to receive juvenile orientation/training before being independently assigned to a particular job?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1003-A-D: Does this orientation/training include areas A through D?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1003-E: Does training follow the specific requirement for staff who supervise juveniles as set forth in Section E 1 through 18?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1004: Does facility have policy and procedures that will provide a method for acknowledging and giving credit for prior training received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1005: Does facility have written policies and procedures for all clerical/support employees who have minimal contact with juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1006: Does facility have proper training for part-time employees and volunteers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7-1007: Does the facility have written policies and procedures to provide compensation for eligible staff for additional time spent in training or for replacement personnel when training occurs on the job?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. ADMISSION, PROCEDURE AND CRITERIA

Section 8-1001: Does the facility have written procedures for admitting new juveniles as stated in Section 8 – 1001 A-O?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 8-1002: Does the facility have written policies and procedures that provide orientation in a manner and method which is understandable to the juvenile?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 8-1003: Are proper phone calls allowed and recorded where necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IX. INTAKE

Section 9-1001: Does the facility have a written policy governing detention of runaways?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 9-1002: Are all juveniles, placed in detention under the jurisdiction of juvenile courts, brought for a hearing no later than 72 hours after being taken into custody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

X. RELEASE PREPARATION AND TRANSFER PROGRAMS

Section 10-1001: Does the facility have written policies and procedures for releasing juveniles as provided in A through H?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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XI. JUVENILE RIGHTS

Section 11-1001: While being detained are the rights of the juveniles being preserved as provided in this section A through S?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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XII. RULES AND DISCIPLINE

Section 12-1001: Does the facility have written rules of conduct that specify acts that are prohibited and penalties that may be imposed for various degrees of violations? Are these rules reviewed annually and update if necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1002: Is a copy of the detention rules posted and are all juveniles given a copy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1003: Are there written guidelines for informally resolving minor juvenile misbehavior?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1004: Does the facility have a written policy describing "room restriction"?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1005: Are disciplinary actions recorded in writing, including the information provided in A through G?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1006: Does the facility have written policies and procedures for solitary confinement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1007: Whenever juveniles are removed from the, regular program are they seen by the supervisor, counselor or probation office assigned?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1008: Are all disciplinary actions reviewed by the facility administrator to assure conformity with policies and regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section 12-1009: Does the facility have written policies and procedures to insure that before room restriction or privilege suspension the juvenile has had the reasons explained to them and they understand?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 12-1010: Does the facility have written policies and procedures that provide that if a juvenile is alleged to have committed a crime, the case is referred to appropriate law enforcement officials for possible prosecution?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
XIII. MEDICAL AND HEALTH CARE SERVICES			
Section 13-1001: Does the facility have written policies and procedures that provide for the delivery of health care services including medical, dental and mental health care services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1002: Does the medical staff understand that they have sole responsibility in all medical matters; but where applicable, they fall under the same security regulations as other facility staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1003: Are all health care policies procedures approved by the responsible physician and/or medical administrator?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1004: Does the facility have a written policy that authorizes health care treatment by personnel other than a physician, dentist, psychologist, optometrist or podiatrist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1005: Does the facility have appropriate state and federal certificates of registration and restrictions that apply to personnel who provide health care services to juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1006: Are the results of all juvenile medical screenings recorded on a printed screening form approved by the health authority?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1007: Does the facility have a 24 hour written emergency medical and dental plan as provided in this section, which includes the provisions A through D?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1008: Are medications stored properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 13-1009: Does the facility have proper staff training procedures for health-related situations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XIV. SANITATION AND HYGIENE

Section 14-1001: Does the facility comply with applicable federal, state and local sanitation and health codes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1002: Does the facility have weekly sanitation inspections of all the facility areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14 – 1003 Is there a written housekeeping plan for the facility's physical plant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1004: Is there a plan to provide for the control of vermin and pests?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1005: Does the facility provide for proper waste disposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1006: Are there hair care services available to juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1007: Are proper articles for personal hygiene available for all juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1008: Does the facility provide proper clothing and linens and is there proper storage for these items?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 14-1009: Does the facility provide daily showers and showers after strenuous exercise?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XV. COMMUNICATIONS, MAIL, VISITATION AND TELEPHONE

Section 15-1001: Does facility have written policies governing correspondence? Is it available to all staff and juveniles and is it reviewed annually?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1002: Are stamps provided to all juveniles as applied in this section?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1003: Does the facility have written policies concerning all correspondence and incoming and outgoing mail?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1004: Does the facility have written policies for control of contraband?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1005: Does the facility have written policies governing incoming and outgoing packages as described in this section?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1006: Does the facility have written policies covering uncensored mail as described in this section?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1007: Does the facility have a proper visitation area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1008: Is a visitors' log kept where necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1009: Does the facility have written policies covering special visits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
Section 15-1010: Do juveniles have proper access to incoming/outgoing telephone calls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1011: Is there a written policy governing the forwarding of First-class letters and packages after transfer or release?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 15-1012: Does the juvenile have proper access to publications?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
XVI. FOOD SERVICES			
Section 16 – 1001: Are menus approved by dietician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1002: Are quarterly evaluations conducted to verify adherence to the nationally recommended basic daily servings as defined by the United States Department of Agriculture?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1003: Are menus planned in advance according to this section?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1004: Does the food service plan provide for a single menu for staff and juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1005: Does the facility have a written policy for special diets when properly prescribed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1006: Is there a record of food actually served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 16 – 1007: Has the facility been inspected by the Health Department in the past year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
XVII. SAFETY			
Section 17 – 1001: Has the chief executive established rules, regulations and inspection procedures for the facility to insure, to the greatest degree possible, the health, safety and well-being of the juvenile?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1002: Has the facility been inspected by the fire department at least once annually?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1003: Does the facility have a proper fire plan and are staff members familiar it?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1004: Does the facility have proper fire-fighting equipment and access to an emergency compressed air breathing apparatus?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1005: Does the facility have a written plan which covers all emergencies other than fire and are all personnel familiar with it?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1006: Are all emergency exits plainly marked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 17 – 1007: Is there proper storage for all flammable, toxic, and caustic materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XVIII. PROGRAMS

Section 18 – 1001: Does the facility provide the minimum services and programs as outlined in A through I?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1002: Are the programs initiated for all juveniles as soon as they have completed the admission process?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1003: Are all educational programs made available to all juveniles except where the juvenile is disruptive or out-of-control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1004: Are all educational programs designed to enable the juvenile to be able to keep up with their studies and are they available a minimum of six hours per day, but not limited to the normal school year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1005: Are all instructors licensed or accredited by the state?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1006: Does the facility provide proper recreation and leisure time?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1007: Are detainees afforded access to religious, mental health counseling and crisis intervention services in accordance with their needs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1008*: Do work assignments conflict with educational programs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1009: Are juveniles permitted to perform any work prohibited by state and federal regulations and statutes pertaining to child labor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 18 – 1010: Do pre-adjudicated juveniles perform housekeeping chores in their living areas only?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XIX. CITIZEN AND VOLUNTEER INVOLVEMENT

Section 19 – 1001: Does the facility have written policies and procedures for securing citizen involvement in programs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 19 – 1002 Does the written policies and procedures specify the lines of authority, responsibility and accountability for the volunteer program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 19 – 1003: Does the written policies and procedures provide the screening and selection of volunteers, allowing for recruitment from all cultural and socio-economic segments of the community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 19 – 1004: Do all volunteers agree, in writing, to abide by all facility policies, particularly those relating to security and confidentiality of information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 19 – 1005: Is there a written policy providing the administrator the authority to postpone or discontinue volunteer services when there are substantial reasons for doing so?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XX. EXISTING FACILITIES

Section 20 – 1004: Is lighting adequate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1004: Is temperature maintained at a proper level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1004: Is an automatic cut-in generator for emergency lighting and equipment provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1005: Are smoke and fire alarms present?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1006: Is there a cell that can be used to house the handicapped?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1007: Are there at least two exits from each housing area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1009: Is there a proper booking area located inside the secure area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1010: Do cells meet general housing requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1011-1012: Do cells meet the footage requirement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1012*: Is there an observation cell?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1013*: Will activity rooms meet requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1014: Is there proper storage space for bedding and clothing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1015*: Are indoor and outdoor exercise areas provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1016: Is there adequate storage space for security equipment and cleaning supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1017: Is adequate space for administrative and staff functions provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1018: Is there adequate space provided for food preparation and handling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 20 – 1019: Is there a proper visiting area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**XXII. JUVENILE DETENTION FACILITIES OR
JUVENILE HOLDOVER FACILITIES WITHIN ADULT JAILS**

Section 22 – 1002: Does the facility provide for separate spatial areas for entrance, intake/processing, dining, indoor recreation, outdoor recreation, education, counseling, other programs, living units, visitation and day rooms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 22 – 1003: Does the facility have total separation between juvenile and adult programs including recreation, education, counseling, health care, dining, sleeping and general living activities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 22 – 1005: Does the facility have a separate staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 22 – 1007: Does the facility rotate staff between the juvenile and adult facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 22 – 1009: Are adult detainees ever allowed contact with juveniles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* NOT APPLICABLE TO HOLDOVER FACILITIES

2021

Inspection Date

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: SI J. Harris (QSP)
Committee Member

Signature: SI J. Blockburger (QSP)
Committee Member

Signature: SI L. House (QSP)
Chairperson

Signature: [Signature]
Criminal Detention Facilities Review Coordinator

Washington County Sheriff's Office

Activity Report

	<u>September</u>		<u>January-September</u>	
	2021	2020	2021	2020
Patrol				
Calls for Service:	2,074	2,428	18,164	17,492
Animal Calls:	84	107	911	919
Civil Process				
Papers Entered:	224	233	2,203	2,171
No Charge:	158	147	1,555	1,460
Papers Served:	220	233	2,194	2,202
Service Attempts:	259	254	2,531	2,525
Warrants				
Warrants Entered:	581	536	5,460	4,132
Warrants Served:	629	456	5,461	3,915
Training				
Hours Trained:	3,335	5,845	35,311	32,689
Communications				
Regular Calls:	12,468	13,616	119,343	122,064
911 Calls:	636	679	5,914	5,950

Washington County Detention Center

Activity Report

	<u>September</u>		<u>January-September</u>	
	2021	2020	2021	2020
Detention				
Intakes:	850	670	6,669	6,738
Sent To Prison:	15	32	328	369
Daily Average:	704	504	578	507
Daily Average: (Female)	108	81	87	92
Detention Board Days				
State Prisoners:	3,254	2,240	26,022	18,911
	X \$32/day = \$ 104,128			
Federal Prisoners:	2,191	2,311	16,772	18,984
	X \$80/day = \$ 175,280			
Madison County:	1,066	352	5,956	4,464
	X \$73.81/day = \$ 78,681			
County Commits:	626	449	3,417	5,866
Pre-Trial:	11,807	7,824	91,109	75,934
All Detainees:	20,426	14,640	157,386	138,550
Outside Workers				
Community Service:	0	0	8	180
Transport				
Transport Miles:	37,508	19,238	264,848	197,647
In County:	1,046	693	7,883	6,217
Out of County:	99	59	897	806



Washington County Sheriff's Office

Washington County Detention Center

Daily Counts for 10/1/2021

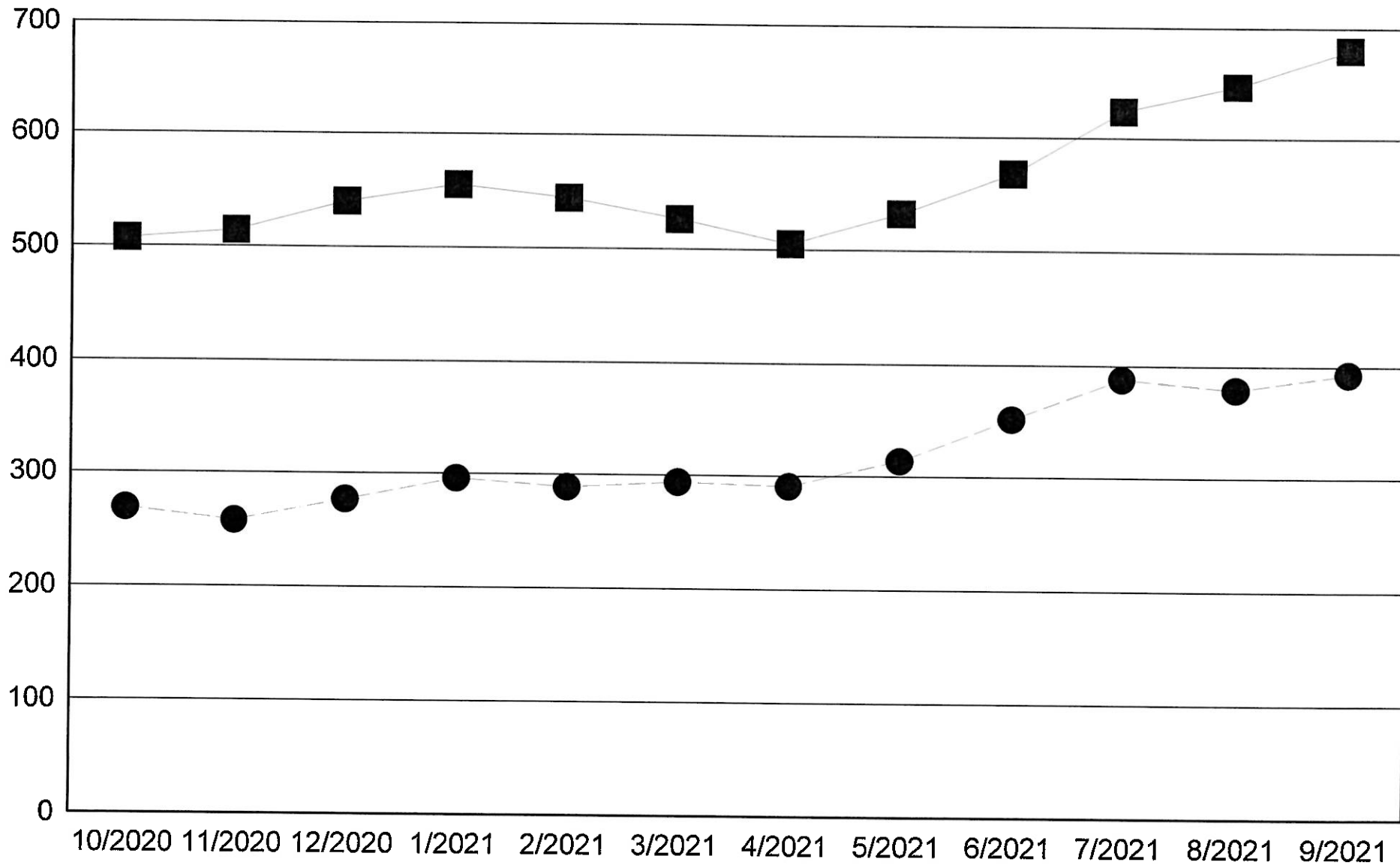
As of 10:35 AM

High Count: 697
 Female Count: 118
 Intakes: 10
 Booked In: 6
 Released: 13
 Year To Date Bookings: 6679
 Sent To Prison: 2
 State Prisoners: 101
 Federal Prisoners: 65
 Pre-Trial: 406
 County Commit: 20
 Work Release - Males: 112
 Work Release - Females: 0
 Pre-Booked: 9
 Restricted Bookings: 1
 Community Service: 103

Class	M	F	Total
	3	0	4
309 INMATE	16	23	39
ADC PAROLE VIOLATED	19	0	19
ADC PAROLE VIOLATED 90 DAY	27	2	29
BACK FOR COURT	12	1	13
BODY ATTACHMENT	4	1	5
CIRCUIT COURT COMMIT	5	0	5
DISTRICT COURT COMMIT	9	1	10
FELONY PRETRIAL	187	39	226
FELONY PRETRIAL PC-PREARRAIGNMENT	81	15	96
MADISON COUNTY CONTRACT HOLD	34	5	39
MISD PRE TRIAL	5	2	8
NEW COMMITMENT TO ACC	9	2	11
NEW COMMITMENT TO ADC	36	6	42
OTHER AGENCY HOLD	6	1	7
OUT COUNT	3	0	3
PROBATION VIOLATION	32	3	35
US MARSHAL	53	12	65
WHITE WARRANT	27	1	28

Month	Bookings	Released Sheriff's Order	Released OR	Total
January	595	117	113	230
Feburary	491	96	79	175
March	783	181	106	287
April	701	137	87	224
May	754	113	104	217
June	848	137	136	273
July	857	148	111	259
August	809	155	134	289
September	851	181	170	351
October				0
November				0
December				0
Total	6,689	1,265	1,040	2,305

Detention Pre-Trial vs Total Bed Count



INSPECTION CHECKLIST	Status
Health Department Inspection	Current
Fire Department Inspection	Current
Written Policies	Current
Training Booklet	Current
Menu Approved by Licensed Dietician	Current
Annual Budget	Current

Overview:

Operational Findings:

The Review Committee applauds the Sheriff's Office, the employees who are professional and knowledgeable, well serve the community.

The Review Committee applauds the agency with regard to employee trainings and staff development programs.

Each new detention officer completes a 172-hour/ Certificate Detention Training Program in addition to an 80-hour jail standards course.

In succeeding years, each officer typically secures some 20-25 hours of continuing education.

Some 37 jail officers are commissioned / certified law enforcement officers (part time 2 status).

All jail supervisors are commissioned / certified law enforcement officers (full time status).

The command staff and employees complete a number of national trainings per year.

The Review Committee commends the County, with regard to the health care format and programming structure.

Health care professionals are on site 24 hours a day, allowing the inmates and staff to stay on site.

Currently, the health team is composed of 1 medical doctor, 1 mental health professional, 3 nurse practitioners, 1 RN, 1 LPN, 5 paramedics, 11 medical assistants, and 3 medicine passers.

The facility provides GED courses, life skills support, substance abuse education, parenting courses, a women's support group, as well as an on-site social worker.

Physical Plant Findings:

The current inmate population / composition and agency work has exceeded the detention center's operational capacity.

Due to lack of space, the detention center stays in a near constant state of being overpopulated.

In 2021, on the date of the annual review, the average daily population was 625 and the population on day of review was 644

In 2020, on the date of the annual review, the average daily population was 400 and the population on day of review was 462.

Continued:

In 2019, on the date of the annual review, the average daily population was 735 and the population on the day of review was 712.

In 2018, on the date of the annual review, the average daily population was 657 and the population on day of review was 655.

In 2017, on the date of the annual review, the average daily population was 666 and the population on day of review was 665.

In 2016, on the date of the annual review, the average daily population was 590 and the population on day of review was 593.

In 2015, on the date of the annual review, the average daily population was 652 and the population on day of review was 611.

In 2014, on date of the annual review, the population of 620. In 2013, on date of the annual review the population was 490.

In 2012, on date of annual review the population was 478.

In 2021, thus far the site has a typical pace of some 1200 inmate bookings a month.

Due to lack of space, a number of cell and housing areas are overpopulated.

Due to lack of space, with respect to the growing inmate population numbers, the site is in need of additional space for special housing, observation, and general population.

Due to lack of space, with respect to the growing inmate population numbers, the site is in need of additional space for storage and employee workstations.

Due to lack of space, on date of review, some 66 inmates were sleeping on the floor (with a mattress).

Due to lack of space, in recent years, the site has struggled with respect to calcification / housing goals.

Due to lack of space, in recent years, due to the inmate population count, the site has and is aging at a more rapid pace. With a high number of inmates, staffers are not able to address needed maintenance goals / physical plant objectives. (As an example, due to current trends, the staffers are not able to properly update a number of plumbing fixtures and general components such as doors).

Due to lack of space, in recent years, due to the inmate population count, the staff struggles as to securing outdoor / exercise – inmate goals. With a growing number of inmates, the staff struggles as they work to discharge duties with respect to food service, hourly shift goals, and related objectives.

Due to lack of space, it appears that the climate control equipment / system struggles as it works to maintain temperature goals.

Due to lack of space, it appears that the employees struggle as they attempt to provide programming, support service activity, and like aspects. Due to COVID-19, the jail's operational capacity is about 450 +/- inmates. In June of 2021, the site had some 848 bookings. With high inmate numbers, a host of concerns exist in terms of employee injuries, inmate safety, and the like. A large number of current inmate population is composed of those charged with violent felony crimes. At the present some 17 percent of the staff positions are vacant within the jail.

Continued:

Due to the growing inmate count, the site's booking / intake -release area is no longer sufficient. In short, the agency has outgrown this portion of the site. Due to growing activity, the staff struggles as they work to process and complete needed intake – release forms.

The high number of inmates within the site; prompts a number of concerns as to public safety, public health, employee safety, inmate safety, visitor safety, and general safety goals such as hourly wellness of occupants, emergency response readiness, risk mitigation activity, and like features. Just in the month of June the site released some 273 inmates in an effort to control the population.

Based on population trends, it appears that the site stands in need of additional staff positions. In recent years, it appears that with the high inmate count comes an increase in employee turnover rates.

Due to the inmate population count trends, the site needs additional mattress for usage. Due to the inmate population count trends, the site needs additional inmate uniforms. On date of Review, the site was housing some 74 County – ADC bound inmates.

On a usual day nearly all the inmates are held / housed on felony charges. On a typical day some 63 percent of the inmates are of a pre-trial felony status. The site houses inmates for federal purposes and for Madison County.

The agency in working with local parties will release inmates in an effort to control population numbers. Despite these commendable efforts, the site is still overpopulated.

Due to the above trends, some areas of the building do not comply with Arkansas Jail Standards. The non-compliance is due to space / housing issues.

The Review Committee applauds the County employees, for they are doing a great job despite the current struggles. The Review Committee appreciates the work of County leaders as they plan for the future. The Review Committee applauds the County Sheriff, County Judge, Quorum Court, and Community Leaders as they explore options and updates. The Review Committee commends the Sheriff's Office, for they created a Jail Work Group (Criminal Justice Coordinating Committee) with respect to the future. The Work Group and County Leaders have and are promoting success and progress. The Review Committee staff was pleased to present before the Work Group. The Review Committee stands ready to assist, as Leaders well serve Washington County.

All Adult Detention Facilities in Arkansas must comply with all applicable mandatory requirements. Failure to meet applicable requirements will cause the facility to be considered in non-compliance and subject to future action by this agency in compliance with 1185 of 2001.

MINIMUM MANDATORY REQUIREMENTS

II. ADMINISTRATION:

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
2 - 1003: Written Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2-1004: Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

III. PERSONEL:

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
3-1002 A-B-C-D: Personnel File with required records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3-1002 E-F-G: Have all jailers completed Jail Standards Course in the prescribed time frame?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3-1002 H: Does the facility have sufficient personnel? If not, has the administrator requested such in writing?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

IV. RULES OF CONDUCT FOR PERSONNEL:

4-1001-1002: Does facility policy and procedures manual provide for requirements listed in these sections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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V. RECORD SYSTEM:

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
5-1002: Are proper papers for commitment being maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1003: Is a proper jail log or detention record being kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1004: Is confinement information being gathered for each inmate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1005: Is prisoner's personal property being handled properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1006: Are proper medical records being kept relating condition of inmate at intake?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1007: Does the facility have a written policy on strip searches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1009: Is a copy of the jail rules provided to the inmate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1011: Are disciplinary actions recorded in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5-1012: Is there a written record of unusual occurrences?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VI. RIGHTS OF THE ACCUSED IN CUSTODY:

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
6-1001: Are inmate rights posted and is a copy furnished them?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1002: Do inmate rights contain provisions A through G?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1003: Does written policy for disciplinary actions provide for requirements A through D?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>VII. PRISONER SEPERATION:</u>	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
7-1001: Does the Facility provide complete separation of females from the area where males are confined?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1001: Are juveniles, charged as adults, separated from the rest of the inmates?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1001: Are inmates under age 18, under the jurisdiction of Juvenile Court incarcerated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1001: If so, are they completely separated from the rest of the jail population?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1001: Are inmates being separated by class?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7-1002: Are work release and trustee-status inmates separated from other prisoners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>VIII. SECURITY:</u>	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
8-1001: Does the Facility have sufficient personnel on duty at all times?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 A,B,K: Are proper cell checks being made and recorded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 C: Are female officers on duty for females inmates?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 D: Does the policy manual have a search procedure for control of contraband?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 E: Does the policy manual have a procedure for emergency situations in case of fire, escapes, riots, smoke situations, inmate disturbances and assaults?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 G: Are officers' weapons removed before entering secure areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 I: Does the Facility have a policy for key control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001 J: Does the Facility have a written policy addressing security measures for trustee-status inmates?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>IX: MEDICAL, DENTAL, AND MENTAL HEALTH CARE:</u>	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
9-1001: Does the Facility have a medical, mental and dental plan in writing and on file to ensure that medical services or practices are available to all those in custody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: If medical care is provided at the facility, is proper space provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1003: Does the facility have an emergency and sick- call procedure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1004: Are there written records of an inmate's medical and dental complaints, procedures, and results?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1005: Are records kept of medicine prescribed and administered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1005: Is medicine kept in a secure area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1009: Is there a medical training program such as CPR and first aid or a suitable alternative?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1009: Is there an AED present in the facility and has Personnel been trained on its proper use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>X. MAIL, COMMUNICATIONS AND VISITING:</u>	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
10-1001: Is a visitor's log kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1003: Rules for visiting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1005-1007: Is there a written policy for correspondence and incoming mail?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1008: Is there a written policy for the use of the phone and are inmates' calls logged where necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>XI. FOOD SERVICE:</u>	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
11-1001: Are meals being served as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1001: Are menus approved by a dietician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1002: Are records being kept of the food actually served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1003: Has the kitchen been inspected by the Health Department?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1005: Is garbage removed from the cells immediately after eating?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

XIII. SAFETY:

13-1002: Has the Facility been inspected by the local Fire Department in the past year?

In Compliance Out of Compliance

See Overview

13-1003: Does the Facility have written fire plan and are personnel familiar with it?

13-1004: Does the Facility have a written plan for all other emergencies and are evacuation procedures detailed?

13-1005: Are exits plainly marked?

13-1006: Are cleaning fluids, toxic and caustic materials stored properly?

13-1008: Does the facility have up-to-date firefighting equipment and access to a self-contained breathing apparatus (SCBA)?

XIV. INMATE SERVICES:

In Compliance Out of Compliance

See Overview

14-1002: Does the facility have a written policy to provide recreation and leisure time activities, library services, social and religious services?

14-1005: Is exercise outside of the cell area provided?

XV. EXISTING FACILITIES:

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
15-1004: Is lighting adequate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1004: Is temperature maintained at a proper level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1004: Is an automatic cut-in generator for emergency lighting and equipment provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1005: Are smoke and fire alarms present?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1006: Is there a cell that can be used to house the disabled?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1007: Are there at least two exits from each housing area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1008: Is there a proper booking area located inside the secure area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1009: Is there an alcohol unit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1010: Do the cells meet general housing requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1011-1012: Do the cells meet the footage requirement?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15-1013: Is there an observation cell?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1014: Will activity rooms meet requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1015: Is there proper storage space for bedding and clothing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1016: Are indoor or outdoor exercise areas provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1017: Is there storage space for security equipment and cleaning supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1018: Is adequate space provided for administrative and staff functions?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15-1019: Is there adequate space provided for food preparation and handling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1020: Is there a proper visiting area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2021

Inspection Date

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: _____
Committee Member

Signature: SI J. Harris (QSP)
Committee Member

Signature: SI J. Blockburger (QSP)
Committee Member

Signature: SI L. House (QSP)
Chairperson

Signature: [Signature]
Criminal Detention Facilities Review Coordinator

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF WASHINGTON, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE CREATING THE CRIMINAL JUSTICE COORDINATING COMMITTEE COORDINATOR POSITION IN THE COUNTY JUDGE BUDGET FOR 2021.

WHEREAS, County Ordinance No. 2017-44 established the Washington County Criminal Justice Coordinating Board (the "Board"), pursuant to A.C.A. § 14-14-705; and,

WHEREAS, the Board is composed of local judges, correction officials, the prosecuting attorney, law enforcement officials, county officials, medical professionals, and mental health professionals; and,

WHEREAS, the Board is charged with, among other duties: recommending protocols and reforms to ensure the efficient administration of the criminal justice system; assisting in the access, analysis, and transfer of pertinent data; analyzing data related to the effectiveness of local crisis intervention teams and of the Washington County Regional Crisis Stabilization Unit; and, providing the County with recommendations, supported by analysis, grounded in the Board's findings; and,

WHEREAS, the Board has requested a Criminal Justice Committee Coordinator to help effectuate those duties.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF WASHINGTON COUNTY, ARKANSAS:

ARTICLE 1. There is hereby created the position of Criminal Justice Committee Coordinator, ungraded, at an annual salary of \$60,000, in the County Judge Budget of the General Fund (10000100) for 2021.

ARTICLE 2. There is hereby appropriated the total amount of \$28,251 to the following line items in the County Judge Budget for 2021:

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43	Salaries, Full Time	10000100.1001	\$ 10,000
44	Social Security Matching	10000100.1006	765
45	Noncontributory Retirement	10000100.1008	1,532
46	Health Insurance Matching	10000100.1009	932
47	Life Insurance Matching	10000100.1016	22
48	General Supplies	10000100.2001	15,000

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JOSEPH K. WOOD, County Judge

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BECKY LEWALLEN, County Clerk

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Introduced by: **JP Lance Johnson**
Date of Adoption:
Members Voting For:
Members Voting Against:
Members Abstaining:
Members Absent:

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Committee History:
Quorum Court History:

TITLE: Criminal Justice Coordinator

DEPARTMENT:

Pay: \$60,000

FLSA Status: 3 year position, temporary, non-overtime eligible, salary

Location: Home Office with 40% of your time traveling locally

Supervisor: Report to County Administrator

NATURE OF WORK

The Criminal Justice Coordinator (CJC) in coordination with the Criminal Justice Coordinating Council (CCJC) members is responsible for the administration of the Criminal Justice Coordinating Council. Under minimal supervision, this position works independently and autonomously taking action to align and advance the CJCC's strategic priorities for the purpose of improving the local criminal justice system. The CJC builds consensus among CJCC members in developing a strategic approach, overseeing the implementation of policies, and overseeing initiatives that result from the consensus. In addition, has the ability to work with researchers and consultants focused on the surveying and evaluating current research on public safety policies and strategies.

ESSENTIAL DUTIES YOU MAY INCLUDE

- Facilitates and coordinates the planning and implementation of Criminal Justice Collaborating Council (CJCC) initiatives and activities under the direction of the CJCC Executive Committee
- Works collaboratively with CJCC partners to coordinate work plans, policies, and procedures that are updated periodically, consistent with the CJCC mission and goals.
- Recommends changes and improvements of practices and procedures to the CJCC, incorporating concepts of continuous quality improvement and implementation of evidence-based practices and best practices.
- Manage CJCC subcommittee meetings which may include developing the agenda, follow-up on work generated by the committees, bridging ideas and tasks among committees to ensure a comprehensive and continuous work plan.
- Works with technical assistance partners to address issues identified by the CJCC and its committees.
- Meets with elected officials and other stakeholders, as requested, to provide updates and other information necessary to carry out the function of the CJCC.
- Engage with community stakeholders to align private, NGO, and governmental services within the criminal justice continuum.
- Communicates the committee's activities and projects with the CJCC community partners and develops CJCC meeting agendas, meeting minutes, and other correspondence.
- Represents the CJCC as directed, in all coordinated justice system planning efforts and at local and state committee meetings and seminars.
- Studies and develops methods to coordinate the availability and development of resources, facilities, and services that are required for, or offered by, the CJCC and its programs

GRANT WRITING DUTIES

- Advocates and performs research on all funding sources to evaluate prospects for grants to support the work of the CCJC.
- Develops and prepares proposals and grant applications according to guidelines; complies with all grant reporting as required by funding sources.
- Coordinates grant compliance activities with other relevant department personnel and other partner organizations.

Desirable Requirements:

- Demonstrated knowledge of local criminal justice systems and county government
- Knowledge of principles, practices, procedures, and philosophies of public administration
- Demonstrated ability to support and facilitate a group in collaborative problem solving
- Excellent organizational and interpersonal skills
- Demonstrated skill in data collection and analysis, with the ability to develop and effectively present information clearly and in a compelling manner
- Skill in the preparation, presentation, and administration of budgets
- Skill and proficiency with Microsoft Word, Excel, and PowerPoint
- Ability and skills to develop, recommend, and implement effective plans and programs and objectively evaluate progress toward goals and timetables
- Ability to work as an effective and collaborative team player
- Ability to write and speak effectively, including the ability to conduct effective meetings
- Ability to establish and maintain effective relationships with government officials, union officials, employees, and the general public
- Ability to provide interactive, dynamic communication with governance body

EDUCATION, TRAINING, AND EXPERIENCE

- Bachelor's and/or Master's degree from an accredited college or university with a major in
- Criminal Justice, Public Administration, Social Work, Political Science, Organizational
- Development, or other closely related field required.
- Five (5) years recent experience working in the criminal justice system, public administration, or human services field required.
- Prior experience researching, writing, and managing grant awards.
- Prior experience in program and budget development.
- Proficient in MS Office, including MS Word and Excel; Adobe Acrobat experience required.
- Strong written and oral communication skills.
- Experience in a systems approach
- Must have demonstrated experience in strategic planning, data analysis, and program evaluation.
- Any satisfactory combination of experience, education, and training which demonstrates the knowledge, skills, and abilities to perform the above duties.