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INTRODUCTION AND EXECUTIVE SUMMARY

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**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.”<sup>1</sup>*

**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

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<sup>1</sup> Lassen County Sheriff's Office, Request for Proposals for Needs Assessment Consultant May 20, 2014.

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INTRODUCTION AND EXECUTIVE SUMMARY

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**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.**



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INTRODUCTION AND EXECUTIVE SUMMARY

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**❑ 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;

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INTRODUCTION AND EXECUTIVE SUMMARY

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- ❑ 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.



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INTRODUCTION AND EXECUTIVE SUMMARY

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**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.

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**A: THE ELEMENTS OF THE SYSTEM**

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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.

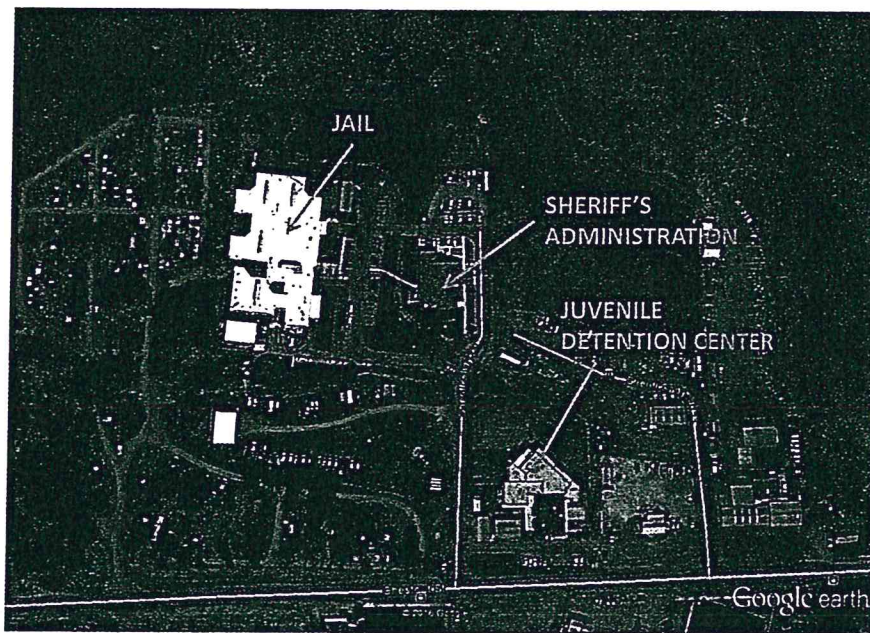


Figure A1: Aerial View of Lassen County Detention Area

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.

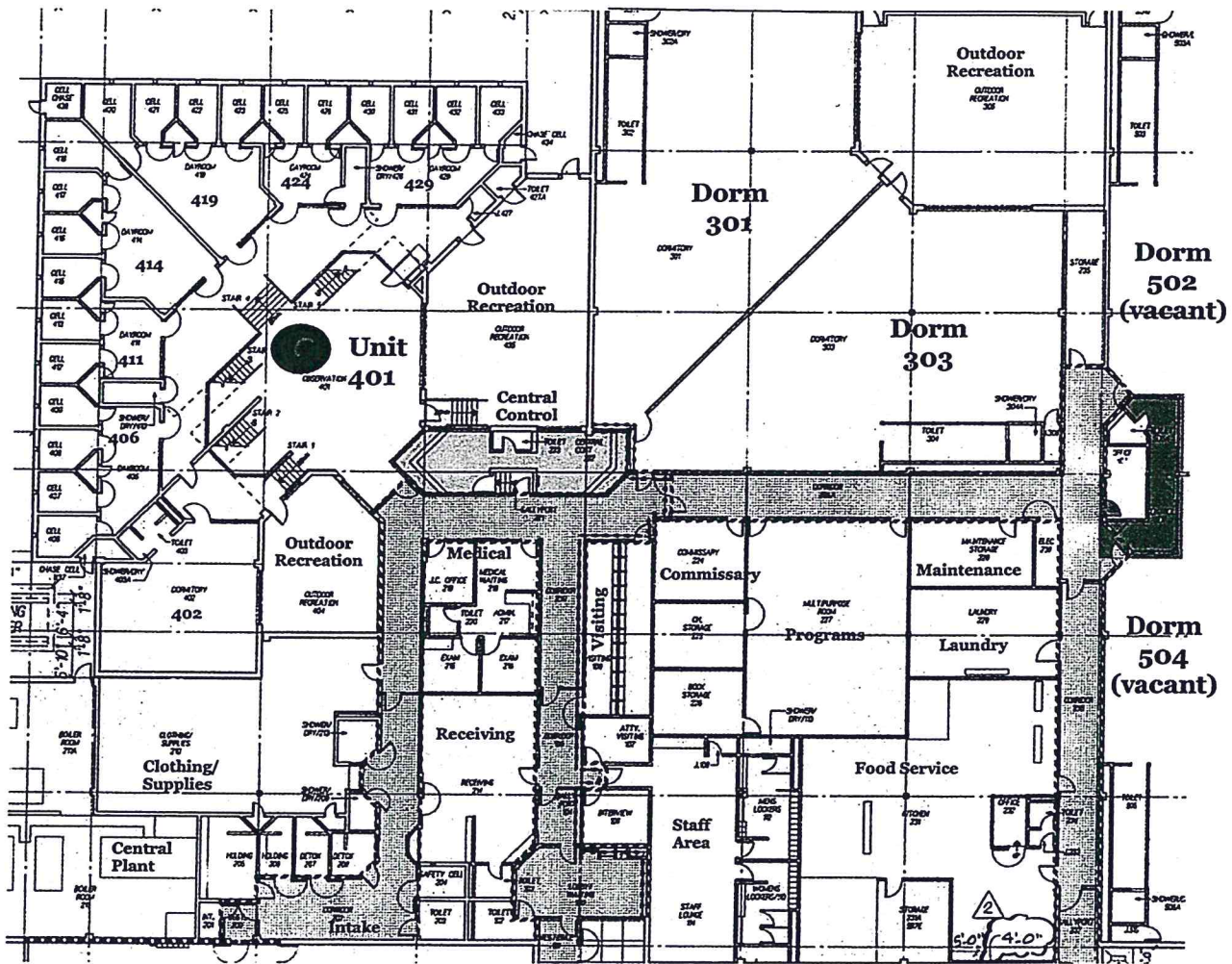


Figure A2: Plan View of Existing Housing Areas

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 provide 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 &amp; 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	
<b>Total Rated Beds 401</b>		<b>92</b>	

## 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

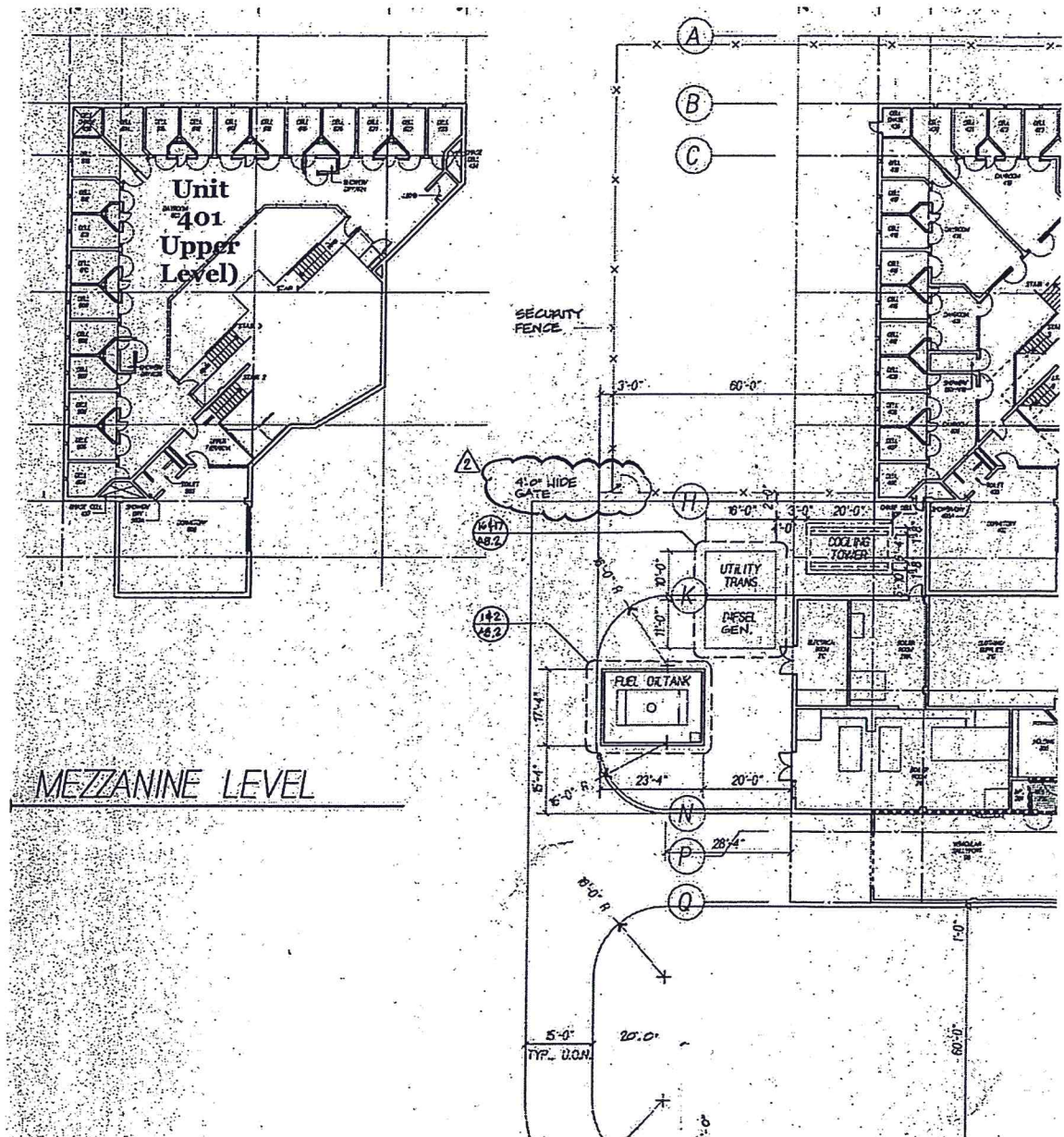


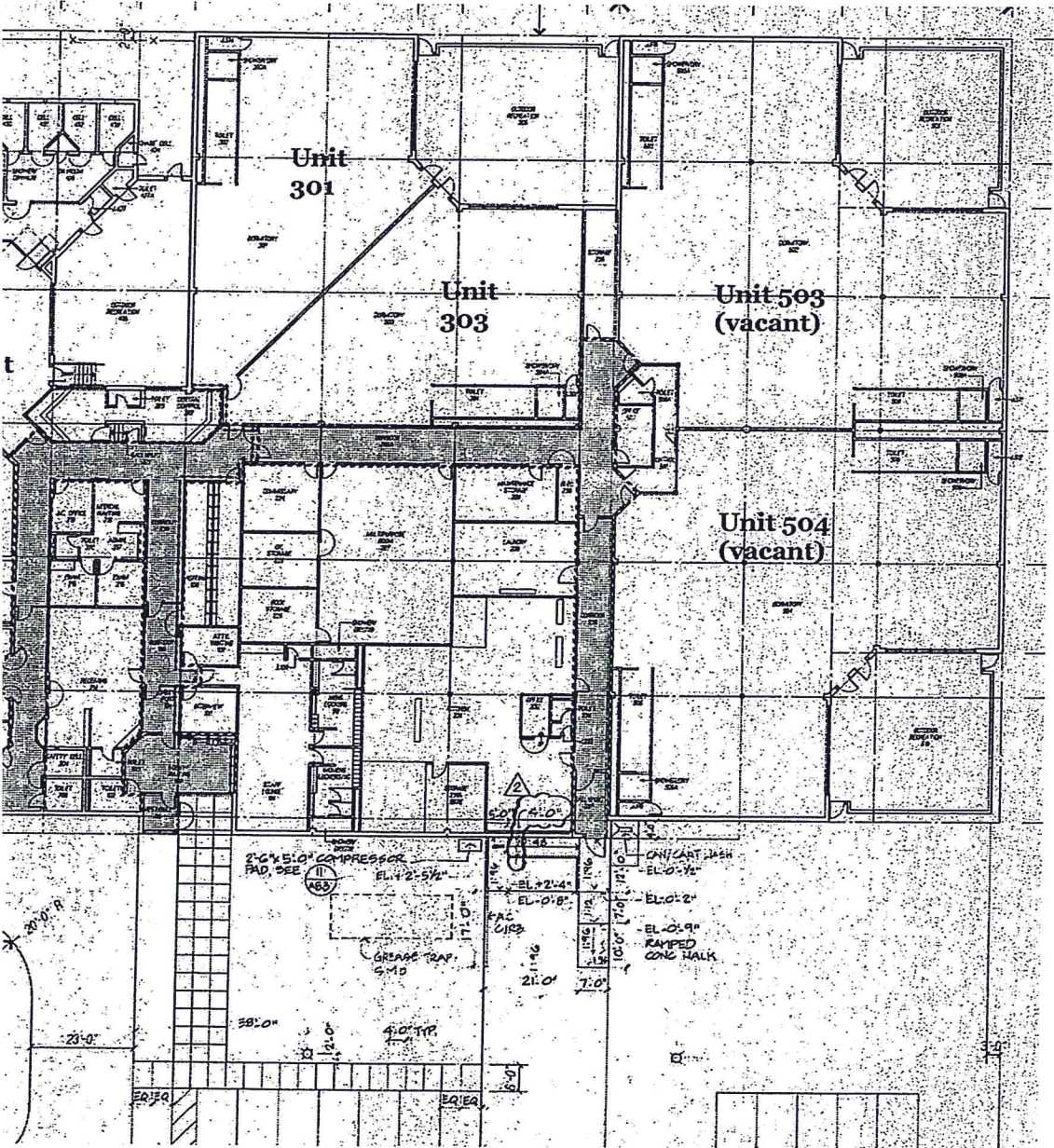
Figure A4: Overall Floor Plan of the Lassen County Jail

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.



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A: THE ELEMENTS OF THE SYSTEM

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**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.

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A: THE ELEMENTS OF THE SYSTEM

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**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.



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A: THE ELEMENTS OF THE SYSTEM

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## 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.

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A: THE ELEMENTS OF THE SYSTEM

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☐ 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.



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B: OPERATIONAL AND DESIGN PHILOSOPHY

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**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"<sup>2</sup>*

**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;

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<sup>2</sup> Lassen County Sheriff's Department Web Page

B: OPERATIONAL AND DESIGN PHILOSOPHY

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- ❑ 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.

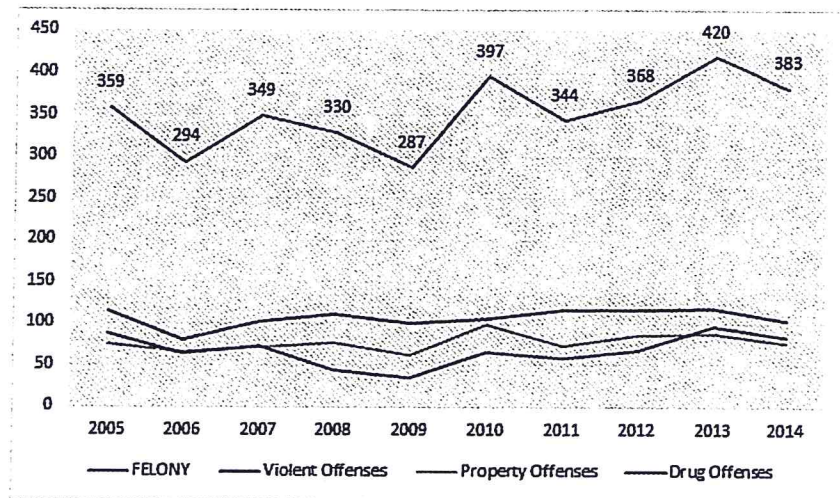


Figure C1: Lassen County Felony Arrests

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.

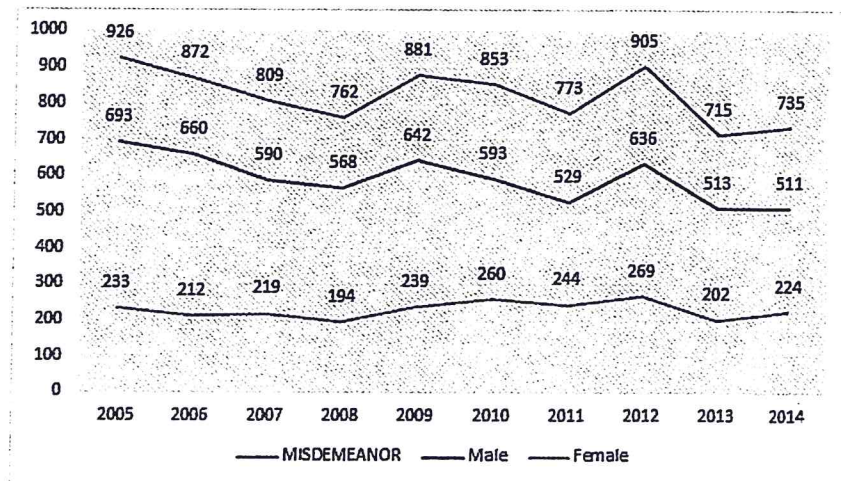


Figure C2: Lassen County Misdemeanor Arrests

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C: CURRENT INMATE POPULATION

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**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.*

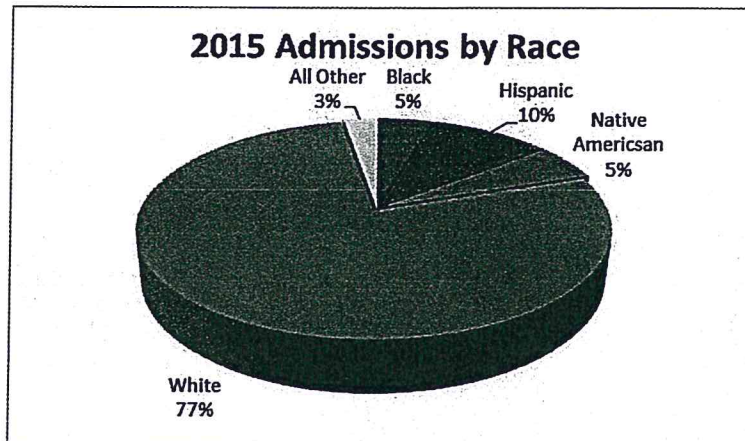
**Arrest Diversity:**

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.

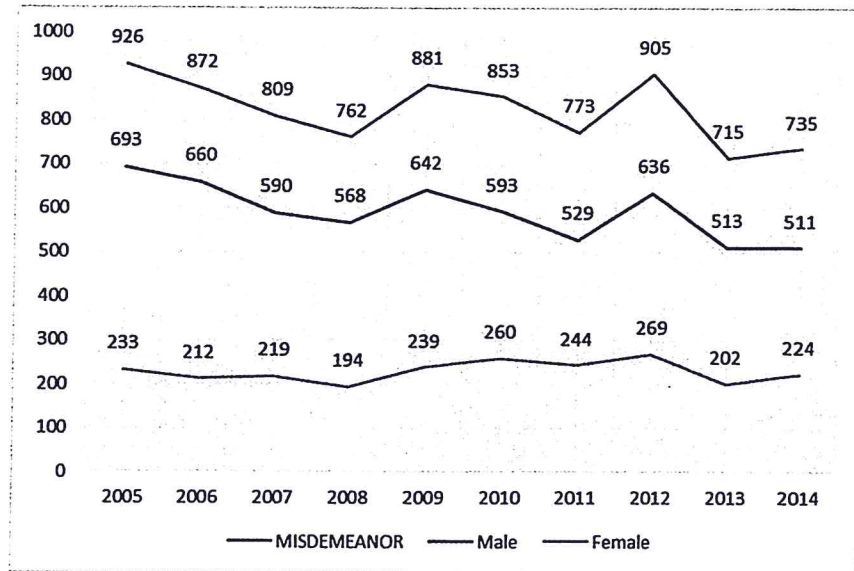


Figure C4: Lassen County Misdemeanor Arrests by Gender

**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.

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C: CURRENT INMATE POPULATION

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**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.



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C: CURRENT INMATE POPULATION

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**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.

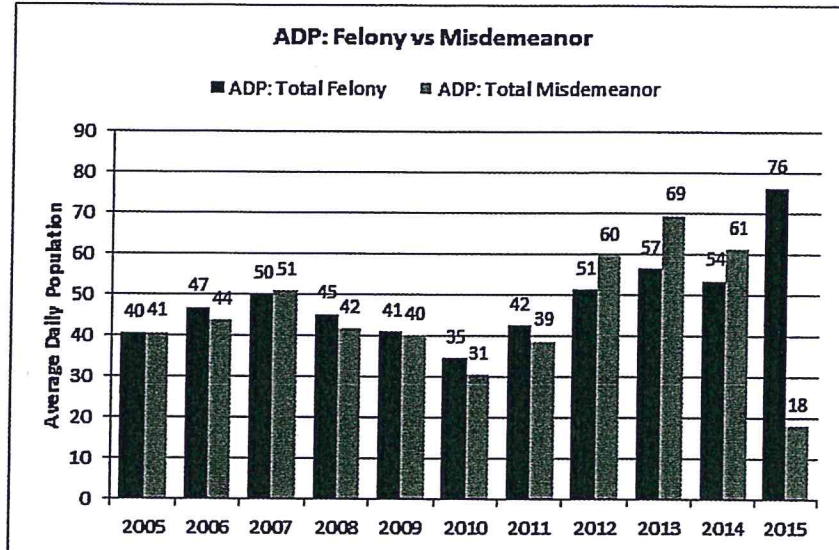


Figure C5 Lassen County Comparison of Felony vs. Misdemeanor ADP

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.

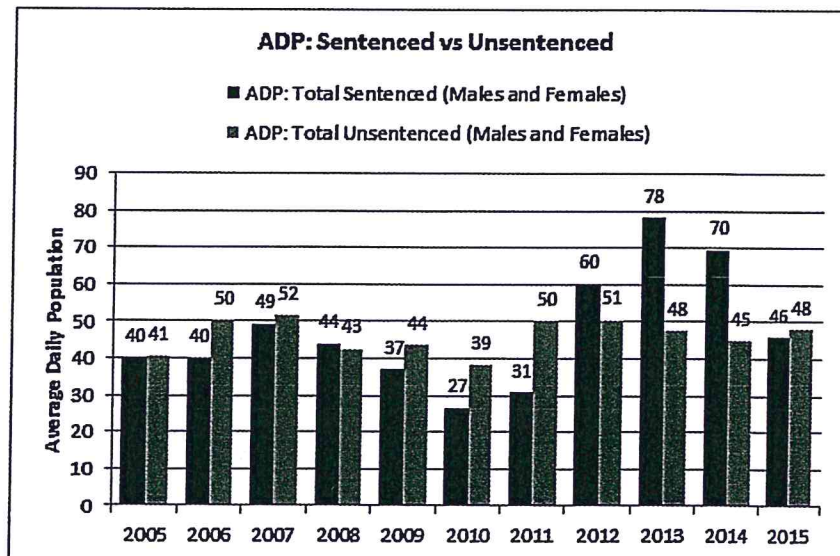


Figure C6: Lassen County Comparison of Pretrial vs. Sentenced ADP

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.



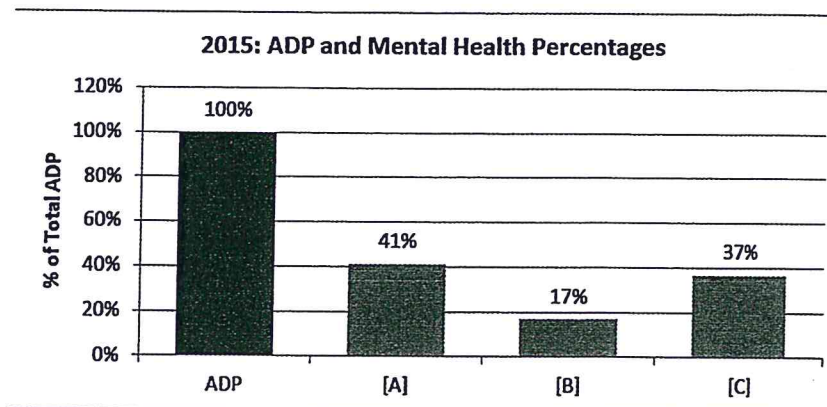
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C: CURRENT INMATE POPULATION

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**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
<b>Violent Crimes</b>	<b>101</b>	<b>89</b>	<b>104</b>	<b>121</b>	<b>96</b>	<b>118</b>	<b>120</b>	<b>132</b>	<b>127</b>	<b>140</b>	<b>38.6%</b>
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%
<b>Property Crimes</b>	<b>462</b>	<b>506</b>	<b>526</b>	<b>449</b>	<b>355</b>	<b>507</b>	<b>478</b>	<b>531</b>	<b>576</b>	<b>521</b>	<b>12.8%</b>
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
<b>Population</b>	<b>34,552</b>	<b>34,769</b>	<b>35,379</b>	<b>35,437</b>	<b>34,947</b>	<b>34,895</b>	<b>34,485</b>	<b>33,735</b>	<b>32,647</b>	<b>31,820</b>	<b>-7.9%</b>
<b>Violent Crimes</b>	<b>2.9</b>	<b>2.6</b>	<b>2.9</b>	<b>3.4</b>	<b>2.7</b>	<b>3.4</b>	<b>3.5</b>	<b>3.9</b>	<b>3.9</b>	<b>4.4</b>	<b>50.5%</b>
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%
<b>Property Crimes</b>	<b>13.4</b>	<b>14.6</b>	<b>14.9</b>	<b>12.7</b>	<b>10.2</b>	<b>14.5</b>	<b>13.9</b>	<b>15.7</b>	<b>17.6</b>	<b>16.4</b>	<b>22.5%</b>
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:

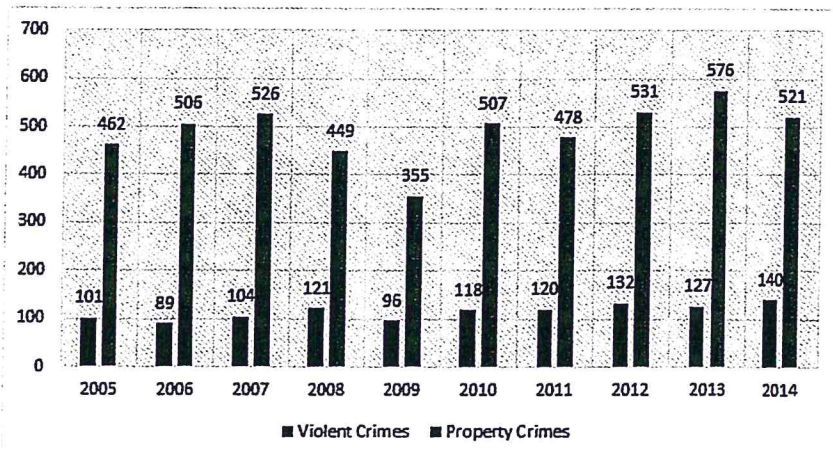


Figure C10: Lassen County Violent vs. Property Reported Crimes



## 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.

<b>Key Comparison on Crime, Arrests and Incarceration</b>		
<b>Lassen and California - 2014</b>		
<b>Attribute</b>	<b>Lassen</b>	<b>California</b>
<b>Population</b>	35,038	38,567,459
Adult Population	28,554	28,337,377
Persons 65 years and older	12%	13%
Percent White	66%	39%
<b>Crime Rate</b>		
Violent Crime	140	151,425
Property Crime	521	946,682
Arson	4	7,135
Total Crime	665	1,105,242
<b>Rate per 100,000 Population</b>		
<b>Adult Arrests</b>		
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%
<b>Incarceration Rates</b>		
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											
<b>Totals</b>	<b>156</b>	<b>68</b>	<b>12</b>	<b>80</b>	<b>0</b>	<b>45</b>	<b>35</b>	<b>0</b>	<b>22</b>	<b>37</b>	<b>21</b>	<b>80</b>

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															
<b>Totals</b>	<b>156</b>	<b>1</b>	<b>0</b>	<b>19</b>	<b>1</b>	<b>56</b>	<b>5</b>	<b>14</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>12</b>	<b>36</b>	<b>23</b>	<b>9</b>

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



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D: CLASSIFICATION OF INMATES

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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:



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D: CLASSIFICATION OF INMATES

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**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

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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.



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E: PROGRAMS

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**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.

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E: PROGRAMS

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**Drug Court**

The specialized Drug Court appears to be effective for 1<sup>st</sup> and 2<sup>nd</sup> time offenders (and sometimes 3<sup>rd</sup> offenders); typically the Presiding Judge will commit individuals for a 3<sup>rd</sup> 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.



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E: PROGRAMS

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**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 based 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 as 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

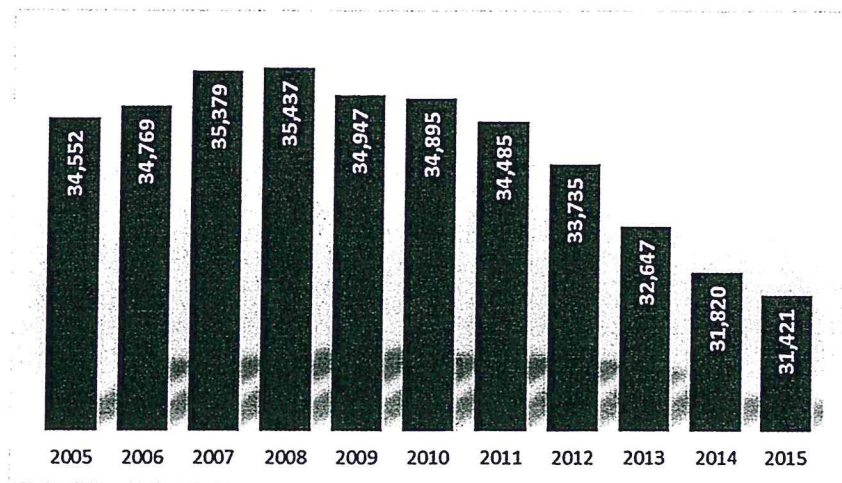


Figure F2: Lassen County Historical Population Graph

## 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

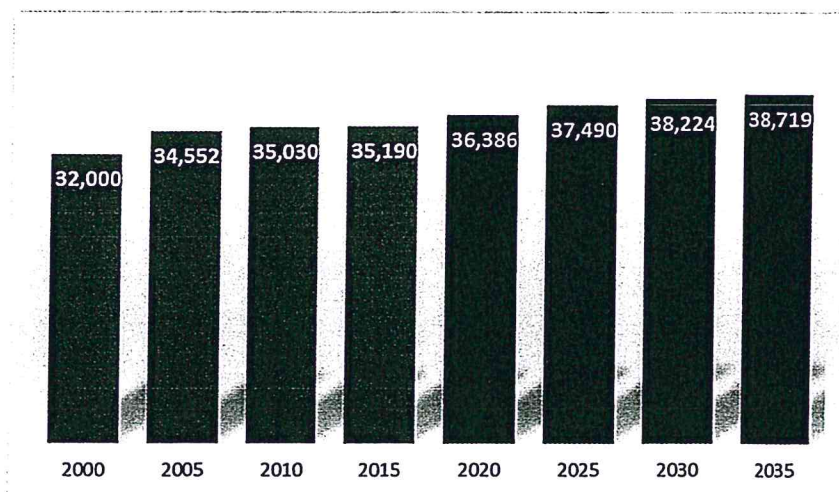


Figure F4: Lassen County Projected Population Graph

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

<sup>41</sup> 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

<sup>42</sup> Source: California Department of Corrections and Rehabilitation's Monthly Inmate Population Reports, 2000 year end.

<sup>43</sup> Source: California Department of Corrections and Rehabilitation's Weekly Inmate Population report, August 15, 2012

<sup>44</sup> Source: High Desert State Prison Public Information Office, August 2012

<sup>45</sup> Federal Correctional Institution Herlong opened in 2005

<sup>46</sup> Source: Federal Bureau of Prisons' Weekly Population Report dated August 16, 2012.

**Figure F5: Lassen County Population Distribution<sup>34</sup>**

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).

<sup>4</sup> *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 <sup>1</sup>	15.2	17.4	18.9	17.7	16.5	15.1	16.5	22.6	28.4	25.5	25.2

<sup>1</sup> 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

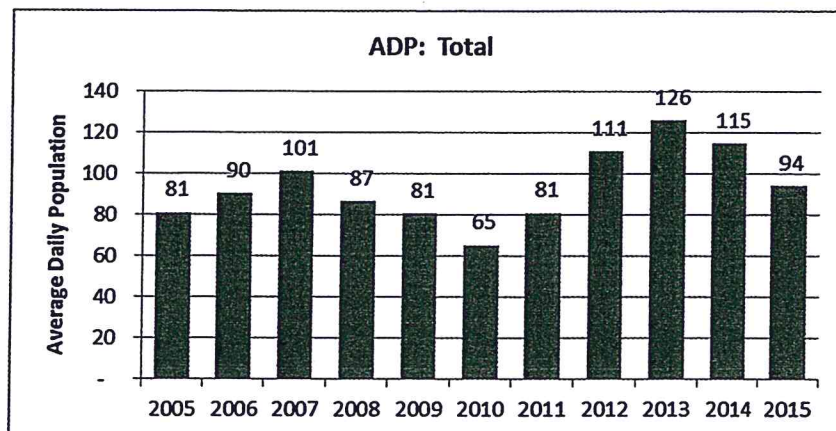


Figure F7: Lassen County Historical ADP

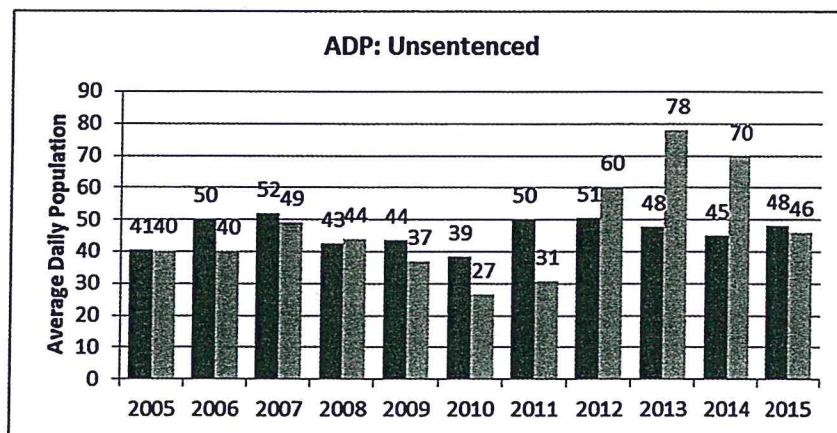


Figure F8: Lassen County Historical Unsentedenced ADP

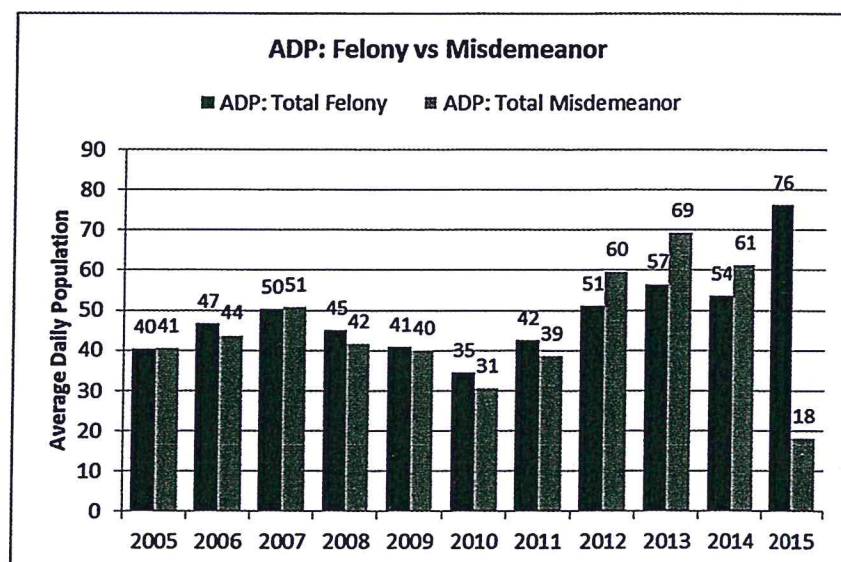


Figure F9: Lassen County Historical Felony vs. Misdemeanor ADP



## F: ANALYSIS OF ADULT CORRECTION TRENDS

## Historical Annual Admissions and Bookings

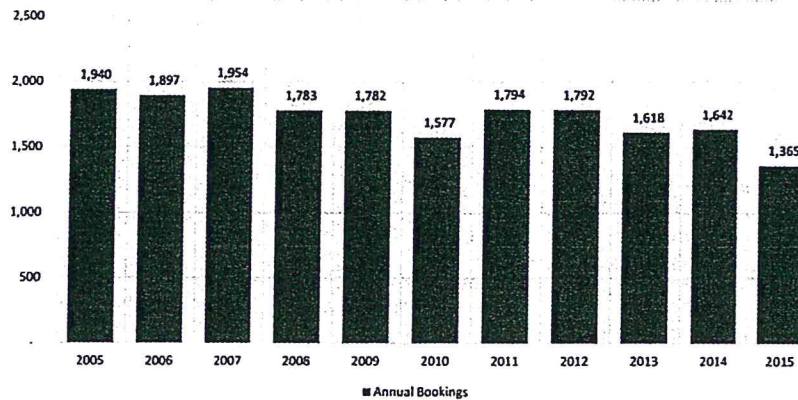


Figure F10: Lassen County Historical Bookings

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

<sup>1</sup> Includes the following categories:

- New Admissions and Parole Violators

<sup>2</sup> Includes the following categories:

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

<sup>3</sup> 2011 includes data for: October-December 2011

<sup>3</sup> 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						
ADP PROJECTIONS	2016	2020	2025	2030	2035	
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 throughput), 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)
Classification: +10%	11	15	21	27	33	10.0% Estimate
<b>Total Management Factors</b>	<b>23</b>	<b>33</b>	<b>45</b>	<b>57</b>	<b>69</b>	

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

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

Percents
23%
26%
50%

Figure F14: Lassen County Required Bed Space Projection

F: ANALYSIS OF ADULT CORRECTION TRENDS

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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**

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**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.**



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I: ADEQUACY OF RECORD KEEPING

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**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.

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J: COMPLIANCE WITH STANDARDS

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**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.



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K: UNRESOLVED ISSUES

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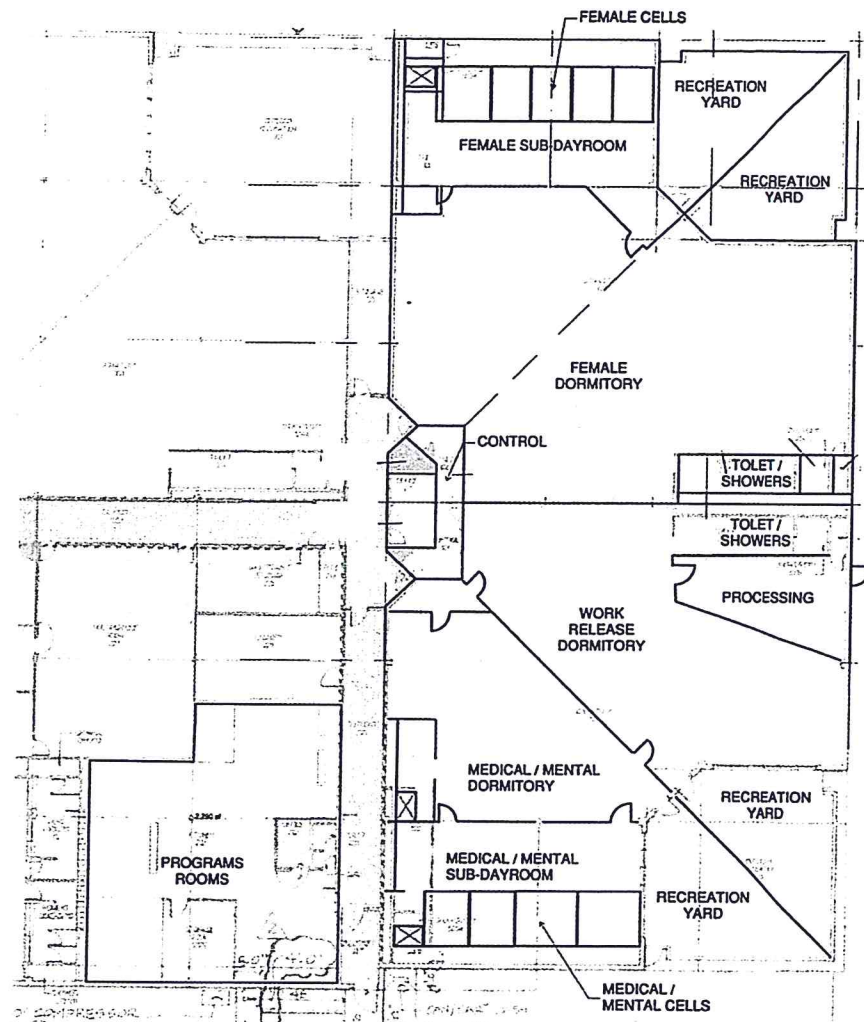
**CHALLENGES:**

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

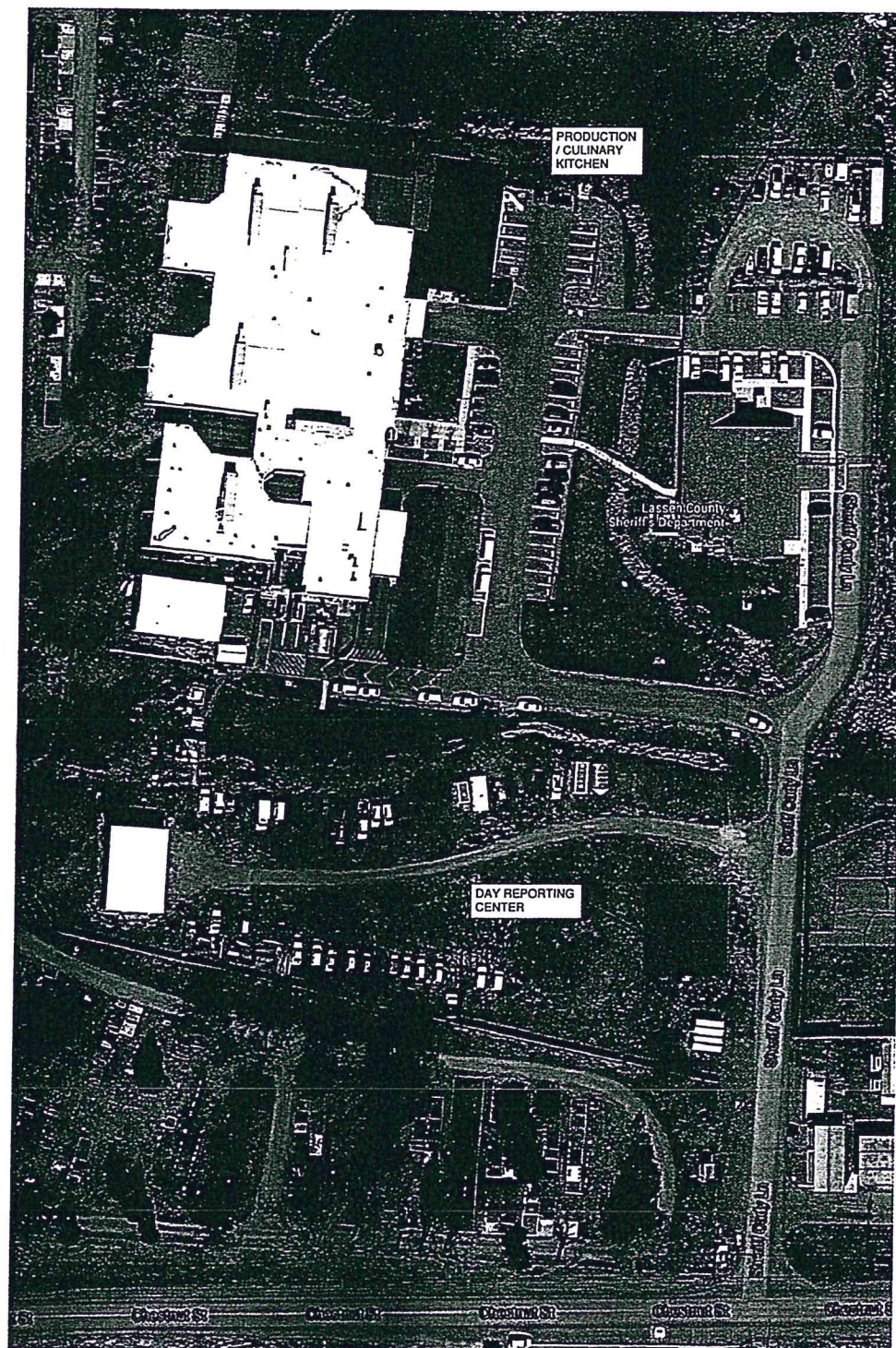


Figure L2: Lassen Site Development Plan

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.