

**RECEIVED**

**MAY 24 2010**

**TRINITY COUNTY  
SUPERIOR COURT**

**TRINITY COUNTY GRAND JURY  
2009-2010**

**FILED**

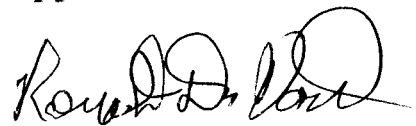
**MAY 27 2010**

**CLERK OF THE SUPERIOR COURT  
COUNTY OF TRINITY  
BY: STACI WARNER, DEPUTY CLERK**

**Judicial Committee  
JUR2009/2010-003  
Final Report**

**Trinity County Detention Facility**

**Approved May 4, 2010**

A handwritten signature in black ink, appearing to read "Ronald D. Ward", written in a cursive style.

**Ronald D. Ward**

This Report Was Approved  
on May 27, 2010

## **2009-2010 Trinity County Grand Jury**

### **Judicial Committee**

#### **Trinity County Detention Facility**

##### **Summary**

The Judicial Committee investigated the Trinity County Detention Facility (Jail) in Weaverville. While the facility is old and understaffed it was found to be clean and operating efficiently. The Dispatch and Jail facilities are staffed 24 hours a day.

##### **Background**

Sections 919 (a) and 919 (b) of the California Penal Code authorize the Grand Jury to inquire into the County Detention Facility. This should take into account the construction, operation and administration of the facility. The Trinity County facility is considered to be Type II; it holds inmates pending arraignment, during trial, and upon sentencing.

The current facility was built in 1977 and expanded in 1990/91. Total full-time staff, including the kitchen, is 39. The capacity of the Detention Facility is 53, although they have housed as many as 69 inmates at a time. The facility houses male and female inmates, the average number of females being 6. The average length of stay is 21 days.

The maximum length of time an inmate can be incarcerated at the Jail after sentencing is up to two years; however, most people stay less than a year. The facility has single and double cells and dorms that can house up to ten individuals.

##### **Method of Investigation**

An in-depth interview was conducted with the Sheriff by the whole Grand Jury on August 4, 2009 and seven Grand Jury members undertook an extensive inspection tour of the Jail facility and Dispatch area on October 14, 2009. Follow-up visits were conducted on March 12, March 16 and April 20, 2010 to verify facts and obtain updated information.

##### **Discussion**

During their tour the Grand Jury reviewed these areas of the facility and noted the following.

The Visitor's Room is small with 4 stations. Communication with the inmate is through glass, via telephone. The phones are old and run on batteries, but they are serviceable. An alarm sounds when the batteries are in need of replacement.

The Fingerprint Room equipment is provided by the State because of the County financial situation. The fingerprint equipment is used for inmates, and for a fee, private citizen's requiring fingerprinting services. There is a communications link to the Department of Justice (DOJ).

The Communications Center has two communication set-ups that are a mirror image of each other. This is "Trinity Control", the emergency control hub for the County. "911" calls are received here and the Center also has a general business line. All incoming phone calls to Dispatch are monitored and recorded.

At certain times more than one Dispatcher is required. Due to current staffing levels, an officer is transferred from the Jail to assist in Dispatch. This creates an "out of compliance" situation leaving only one officer in the Jail. During nighttime hours, when there is only one officer in the Jail, if that officer is pulled to Dispatch, they are out of compliance with the Corrections Standards Authority (CSA) and would be liable should something happen in the Jail.

It was noted that the Reverse 911 system is up and operational, but is not totally efficient due to the County topography and the continued implementation of the County addressing system. Addressing updates are received from Verizon and AT&T in different formats requiring intervention by the County computer technicians. The Sheriff's Department is looking for grant money to buy a new computer server to improve the system; because of their specific requirements the Sheriff's Department writes its own grant requests. It was noted that the County "phone tree", which operated successfully before the Reverse 911 system, was still available and utilized.

The Sheriff's Department has contracts with multiple outside service providers and they are satisfied with the service they receive.

An Emergency Generator Test is run on a weekly basis. Although this system is using a UPS (Uninterrupted Power Supply), these tests cause problems with the Dispatch computer systems. The systems may lose their timing during the process and go down, requiring a manual reboot. Some computer screens have been "fried" during the testing process, requiring replacement at a cost of approximately \$700 each.

The room housing the computer servers is crowded and hot. It was not built to house equipment and is too small to allow appropriate air conditioning to be installed. Fans are used to reduce the possibility of equipment failure.

The inmate file folders are housed in metal cabinets in the File Room. This is an improvement as last year's Grand Jury found that many of the files were in cardboard boxes. However, these cabinets are not fire proof and the room is overcrowded. Much of

the inmate documentation still has to be in hard copy and new inmate files are paper documents. As much information as possible is now received and stored digitally and they are converting old files to digital format as time allows. Many court documents are now scanned and e-mailed over to the Jail.

The camera monitoring system, covering 80% of the Jail, is approximately 19 years old. Storage of the data captured is an issue. In order to keep the recorded data for up to seven days, without being overwritten, all information cannot be captured and recorded. A complete system upgrade would require replacing the cameras and wiring or conversion to wireless. An upgrade has been requested in previous County budgets but has not been approved.

The age of the facility is evident in the locks in the secure doors within the Jail. The locks are jamming. Broken keys were replaced at a cost of approximately \$150 each; however, the real problem is the locks themselves. The doors can be opened electronically, or manually with a key, but there are situations when a door may only operate in only one mode (electronically or manually) depending on the particular malfunction. This is a security issue. Wrist injuries have been reported by Correctional Officers as a result of working with the stiff locks. A cost analysis estimates that replacement of the locks will be approximately \$50,000.

Medical care afforded the inmates was reviewed in detail and found to be at a high level. There is a Medical Technician onsite seven days a week and he conducts Sick Call three days a week. A Physician's Assistant is onsite three days a week and, when necessary, referrals are made to the attending Jail Physician. These services are covered through Health and Human Services via Health Realignment funds. The Medical Technician walked us through the record keeping and Sick Call procedures. The staff intervenes in situations where an inmate maybe in danger of injuring himself or herself, or appears to have mental issues, and Behavioral Health may be called in. With the current level of medical care for the inmates, trips to the Emergency Room have been reduced and medications being prescribed have also been reduced, resulting in a substantial saving to the County.

There are evacuation plans for the inmates, with secure evacuation areas. The actual evacuation area used would depend on the location of the fire. Fire drills are conducted on a regular basis with the staff.

Other areas visited included the Booking Cage, the Detox Cell, the ID Room, Closets and Laundry Room. All areas were clean, orderly and appropriately equipped. It was noted that there is a new commercial washer in the laundry room.

An inspection of the exercise yard showed that the concertina-wire fence was damaged. This was noted in last year's Grand Jury Report, and still has not been repaired or replaced.

The kitchen is adjacent to the Jail and prepares food for the Jail and the Juvenile Detention Facility. There are two full-time staff, the Manager and her assistant, and two part-time employees, which allows for weekend coverage. The facility is inspected by the Health Department each year. In an effort to keep down the costs, food is bought in bulk when possible but there is limited storage space. Trustee inmates help with food preparation, cleaning and distribution of the meals to the inmates in the Jail. The kitchen is covered by the Jail's budget and the Juvenile Detention Facility is charged for their meals.

### **Findings/Recommendations**

#### Finding 1:

The staffing levels for Dispatch and the Jail are out of compliance with the State of California Department of Corrections and Rehabilitation guidelines and create a potential safety issue for the Corrections Officers.

#### Recommendation 1:

Restoring budget monies to bring staffing levels into compliance needs to be a priority.

#### Finding 2:

The emphasis on more onsite medical care has resulted in substantial cost savings.

#### Recommendation 2:

None.

#### Finding 3:

The existing door locks are difficult to operate, causing keys to break in the locks and officers to sustain wrist injury.

#### Recommendation 3:

Funding should be made available to replace the existing door locks or install a new door lock system as soon as possible.

#### Finding 4:

The damaged concertina-wire at the corner of the outside yard needs to be replaced or repaired.

Recommendation 4:

A new request should be generated to General Services to complete this work.

Finding 5:

The Reverse 911 System has several deficiencies. The mapping needs to be fine-tuned, the data from the communications vendors needs to be in compatible format, and an additional server is needed to improve staff efficiency.

Recommendation 5:

Continue efforts with the vendors to improve the mapping and data capture, and pursue avenues for funds to acquire an additional server.

Finding 6:

The camera monitoring and data capture system does not provide complete coverage.

Recommendation 6:

These tools are crucial to the management of the Jail and should be upgraded at the earliest opportunity.

Finding 7:

The weekly generator tests cause system instability and damage to the computer screens. This could have serious consequences if it occurred during a major emergency.

Recommendation 7:

Efforts need to be made to stabilize the impact of the generator tests on the computer equipment.

Finding 8:

The Equipment Room does not have air conditioning to safely maintain the equipment and the File Storage Room does not have adequate space.

Recommendation 8:

Realizing that these deficiencies cannot be immediately resolved within the current plant, it is recommended that creative ways continue to be sought to maintain these rooms in serviceable conditions.

## **Conclusion**

It is recognized that the Trinity County Sheriff's Department faces many challenges with the current Detention Facility including staffing and the age of the facility and equipment. Under these circumstances the staff is commended for their professional attitude and efforts to maintain the facility. No inmate health or safety issues were evident due to the constraints imposed by the budget.

## **Responses Required**

In accordance with California Penal Code 933.05 a response is required as indicated below.

| <u>Respondent</u>      | <u>Finding/Recommendation</u> | <u>Due Date</u> |
|------------------------|-------------------------------|-----------------|
| Trinity County Sheriff | 1, 3, 4, 5, 6, 7, 8           | 60 Days         |
| County Administrator   | 1, 3, 4, 5, 6, 7, 8           | 60 Days         |
| Board of Supervisors   | 1, 3, 4, 5, 6, 7, 8           | 90 Days         |

The governing bodies indicated above should be aware that comment or response of the governing body must be conducted subject to the notice, agenda and open meeting requirements of the Brown Act.



**TRINITY COUNTY**  
Office of the County Administrator  
DERO B. FORSLUND  
County Administrative Officer  
P.O. BOX 1613, WEAVERVILLE, CALIFORNIA 96093-1613  
PHONE (530) 623-1382 FAX (530) 623-8365

**RECEIVED**

AUG 20 2010

TRINITY COUNTY  
SUPERIOR COURT

*Received  
8/24/10*

TO: The Honorable Anthony Edwards,  
Presiding Judge of the Superior Court

FROM: Dero B. Forslund, CAO *DF*

SUBJECT: Response to Recommendations of 2009-10  
Grand Jury Judicial Committee Final Report  
Re Trinity County Detention Facility

DATE: July 19, 2010

---

The Grand Jury Judicial Committee has requested a written response to their final report on the Trinity County Detention Facility. In my capacity as County Administrative Officer, my response is as follows:

**Finding #1:** The staffing levels for Dispatch and the Jail are out of compliance with the State of California Department of Corrections and Rehabilitation guidelines and create a potential safety issue for the Corrections Officers

**Response:** Requires further review. The report from the State Department of Corrections has just recently been received. The report will be reviewed in conjunction with the 2010-11 budget cycle.

**Recommendation #1:** Restoring budget monies to bring staffing levels into compliance needs to be a priority

**Response:** Has been implemented. A review of the 2009-10 budget and expenditure shows that the Sheriff did not use all of the funds provided in the jail budget. While it benefits the County to have a department return budgeted dollars it is up to the department head to utilize the funds made available in the County budget.



**Finding #3:** The existing door locks are difficult to operate, causing keys to break in the locks and officers to sustain wrist injury

**Response:** We agree

**Recommendation #3:** Funding should be made available to replace the existing door locks or install a new door lock system as soon as possible

**Response:** .Will be implemented. Quotes for repair or replacement of the door locks have be requested and funding sources are being investigated. We would expect repair or replacement by the end of calendar 2010.

**Finding #4:** The damaged concertina-wire at the corner of the outside yard needs to be replaced or repaired.

**Response:** We Agree

**Recommendation #4:** A new request should be generated to General Services to complete this work.

**Response:** .Has been implemented. The Sheriff reports that the concertina wire has been repaired.

**Finding #5:** The Reverse 911 System has several deficiencies. The mapping needs to be fine-tuned, the data from the communications vendors needs to be in compatible format, and an additional server is needed to improve staff efficiency

**Response:** Requires further review. data formats need to be reviewed for compatibility. A review of server capacity and data entry processes will be implemented to determine the best course of action to insure the needs of the 911 system. Review will be completed by the 2<sup>nd</sup> quarter of 2011..

**Recommendation #5** Continue efforts with the vendors to improve the mapping and data capture, and pursue avenues for funds to acquire an additional server

**Response:** Will be implemented pending results of the reviews mentioned in the response to the finding..

**Finding #6:** The camera monitoring and data capture system does not provide complete coverage.

**Response:** We agree

**Recommendation #6** These tools are crucial to the management of the Jail and should be upgraded at the earliest opportunity

**Response:** Will be implemented upon a review of the current technologies available. Review to be completed by 2<sup>nd</sup> Quarter 2011..

**Finding #7:** The weekly generator tests cause system instability and damage to the computer screens. This could have serious consequences if it occurred during a major emergency.

**Response:** We agree.

**Recommendation #7** Efforts need to be made to stabilize the impact of the generator tests on the computer equipment.

**Response:** Will be implemented with the technology review mentioned in the prior responses..

**Finding #8:** The Equipment Room does not have air conditioning to safely maintain the equipment and the File Storage Room does not have adequate space.

**Response:** We agree

**Recommendation #** Realizing that these deficiencies cannot be immediately resolved within the current plant, it is recommended that creative ways continue to be sought to maintain these rooms in serviceable conditions

**Response:** Recommendation will be implemented. A general review of the various technology needs of the Jail will be completed. The completion of the fiber optic project will allow many changes in the configuration of the computer equipment. Additional file storage systems are being considered. Completion of the review will be completed by the 2<sup>nd</sup> quarter 2011.



**OFFICE OF THE SHERIFF**  
**TRINITY COUNTY**

101 Memorial Drive, P.O. Box 1228  
Weaverville, CA 96093  
(530) 623-2611

**LORRAC CRAIG, Sheriff/Coroner**  
**ERIC PALMER, Undersheriff**

*forwarded  
6/17/2010  
For file*

**RECEIVED**

**JUN 15 2010**

**TRINITY COUNTY  
SUPERIOR COURT**

Date: June 15, 2010

To: James P. Woodward  
Judge of the Trinity County Superior Court

From: Lorrac Craig  
Sheriff, Trinity County

Re: Response to Grand Jury Report  
"Trinity County Detention Facility" May 28, 2010

Finding #1:  
Low staffing levels

Response #1:  
Funding for the Detention Facility is at an all time low and there is no expectation for an immediate fix. We are flying a hiring bulletin in an attempt to fill two funded vacancies with the hope that the positions will continue to be funded in the 2010/2011 budget cycle.

Finding #3:  
Out dated door locks in the cell blocks

Response #3:  
Even though the locks can prove to be difficult at times, they are still functional. Replacement costs or upgrade costs are beyond the funding available at the moment. Efforts to find grant funding will be ongoing.

Finding #4:  
Damaged concertina wire in the exercise yard

Response #4:  
The fencing has been repaired

Finding #5:  
Reverse 911 has several deficiencies

Response #5:  
Efforts are continuing to get the vendor to improve the existing system

Finding #6:

Jail cameras do not provide complete coverage of the jail

Response #6:

The existing cameras are antiquated and need to be replaced. Upgrade costs are in excess of \$30,000 and the funding is not available. Continuing efforts are made to find grants that may cover these kind of costs.

Finding #7:

Weekly generator tests continue to impact dispatch computers by causing them to shut down

Response #7:

We are working with General Services to find a fix to this problem. It appears to be a function of the battery back-up. We are in the process of replacing the battery back-up system with the hope that it will remedy the problem.

Finding #8:

Equipment room and file storage space are inadequate for the department needs

Response #8:

File space has been improved with the purchase of a small building placed outside the jail. The equipment room is what it is and relocating all the systems housed in it is not practical at this time.

It should be noted that many of the findings made by the Grand Jury have been made during previous inspections. Most of which require substantial funding to repair or fix. Current and future funding streams are not likely to help in these areas. It should also be noted that responding to these findings does represent redirected staff time. There should be a more efficient way to handle these matters.



## TRINITY COUNTY

### Board of Supervisors

P.O. BOX 1613, WEAVERVILLE, CALIFORNIA 96093  
PHONE (530) 623-1217 FAX (530) 623-8365

RECEIVED

SEP 13 2010

TRINITY COUNTY  
SUPERIOR COURT

TO: The Honorable James Woodward,  
Presiding Judge of the Superior Court

FROM: Trinity County Board of Supervisors

SUBJECT: Response to 2009-10 Trinity County Grand Jury  
Judicial Committee  
Detention Facility Final Report

DATE: September 7, 2010

A handwritten signature, likely of James Woodward, is written over the "FROM" and "SUBJECT" lines.

*Reviewed  
9/14/10*

The Grand Jury Judicial Committee has requested a written response to their final report on the Detention Facility. The Board of Supervisors' response is as follows:

**Finding 1:** The staffing levels for Dispatch and the Jail are out of compliance with the State of California Department of Corrections and Rehabilitation guidelines and create a potential safety issue for the Corrections Officers.

**Response:** Requires further review. We have recently received a report from the State Department of Corrections. The report will be reviewed in conjunction with the upcoming 2010/2011 budget cycle.

**Recommendation 1:** Restoring budget monies to bring staffing levels into compliance needs to be a priority.

**Response:** Has been implemented. The 2009/2010 Jail budget was appropriated at a level to address this issue. The Sheriff did not utilize the full Jail budget. However, it should be mentioned that any savings the Sheriff had on the Jail side were used to fill a budget gap on the Patrol side of operations.

**Finding 3:** The existing door locks are difficult to operate, causing keys to break in the locks and officers to sustain wrist injury.

**Response:** Agree

**Recommendation 3:** Funding should be made available to replace the existing door locks or install a new door lock system as soon as possible.

JUDY PFLUEGER  
DISTRICT 1

JUDY MORRIS  
DISTRICT 2

ROGER JAEGEL  
DISTRICT 3

HOWARD FREEMAN  
DISTRICT 4

WENDY OTTO  
DISTRICT 5

**Response:** Will be implemented. Quotes for repair or replacement of the door locks have been requested and funding sources are being investigated. We would expect repair or replacement by the end of calendar 2010.

**Finding 4:** The damaged concertina-wire at the corner of the outside yard needs to be replaced or repaired.

**Response:** Agree

**Recommendation 4:** A new request should be generated to General Services to complete this work.

**Response:** Has been implemented. The Sheriff reports that the concertina wire has been repaired.

**Finding 5:** The Reverse 911 System has several deficiencies. The mapping needs to be fine-tuned, the data from the communications vendors needs to be in compatible format, and an additional server is needed to improve staff efficiency.

**Response:** Agree in part. A review of server capacity and data entry processes involving the CAO (who also serves as the IT Director) will be implemented to determine the best course of action to insure the integrity of the 911 system. Review will be completed by the 2nd quarter of 2011.

**Recommendation 5:** Continue efforts with the vendors to improve the mapping and data capture, and pursue avenues for funds to acquire an additional server.

**Response:** Will be implemented. A strategy to address this issue is dependent upon the results of the reviews mentioned in the response to the finding..

**Finding 6:** The camera monitoring and data capture system does not provide complete coverage.

**Response:** Agree

**Recommendation 6:** These tools are crucial to the management of the Jail and should be upgraded at the earliest opportunity.

**Response:** Will be implemented. A review of current technologies will be performed to determine the most efficient way to address this issue. We anticipate the review to be completed by 2nd Quarter 2011..

**Finding 7:** The weekly generator tests cause system instability and damage to the computer screens. This could have serious consequences if it occurred during a major emergency.

**Response:** Agree

**Recommendation 7:** Efforts need to be made to stabilize the impact of the generator tests on the computer equipment.

**Response:** Will be implemented. General Services is working with the Sheriff to address this problem ASAP. Any long term planning to address this issue will be taken into consideration with the technology review mentioned in the prior responses..

**Finding 8:** The Equipment Room does not have air conditioning to safely maintain the equipment and the File Storage Room does not have adequate space.

**Response:** Agree

**Recommendation 8:** Realizing that these deficiencies cannot be immediately resolved within the current plant, it is recommended that creative ways continue to be sought to maintain these rooms in serviceable conditions.

**Response:** Recommendation will be implemented. In the short term, the Sheriff has addressed this issue with the purchase of a small building placed outside the Jail. A long term solution will be based upon the findings of a general review of the various technology needs of the entire Sheriff's Department. The completion of the fiber optic project will allow many changes in the configuration of the computer equipment. Additional file storage systems are being considered. Completion of the review will be completed by the 2nd quarter 2011.