



OFFICE OF THE DISTRICT ATTORNEY  
JACKSON COUNTY, OREGON

MARK HUDDLESTON  
DISTRICT ATTORNEY  
CRIMINAL DIVISION

March 4, 2011

Sheriff Mike Winters  
Sheriff's Office  
787 West 8<sup>th</sup> Street  
Medford, OR 97501

Shane Hagey  
Community Justice Department  
1101 West Main Street  
Medford, OR 97501

Re: 2010 corrections grand jury report

Gentlemen:

As you know, the 2010 Jackson County grand jury has recently completed an extensive inspection of the adult and juvenile correctional facilities within the county. The final report of the grand jury is attached. The report contains a summary of the testimony received by the grand jury, along with their recommendations.

As have previous grand juries, the 2010 grand jury noted that the Jackson County jail is "too small to meet current facility demand." The grand jury made eleven specific recommendations, all but one of which were directed towards the jail, one of which was applicable to both the jail and the transition center and one which was directed towards the juvenile detention center. Responses to those recommendations were received from all three of those facility managers, and are incorporated as a part of the final report.

This report is a public record and you are free to make whatever use of it that you deem appropriate. As I have done in previous years, I am forwarding copies of the report to the Board of Commissioners, the County Administrative Officer and the Presiding Judge. I will also post a copy to the District Attorney's home page on the county website.

Thank you both for your cooperation and that of your staff members in facilitating the grand jury's inquiry.

Sincerely,

Mark Huddleston  
District Attorney

cc: Board of Commissioners  
Judge Phil Arnold  
Danny Jordan

**THE CONDITION AND MANAGEMENT  
OF  
CORRECTIONAL FACILITIES  
WITHIN  
JACKSON COUNTY, OREGON**

**By**

**2010 Special Corrections Grand Jury**

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## **I. EXECUTIVE REVIEW**

The 2010 Special Corrections Grand Jury inspected the Jackson County Jail, Jackson County Juvenile Detention and Shelter Facility, and the Community Justice Work Center. Our recommendations address:

1. Jail staffing levels
2. Jail staff training programs
3. Jail information systems
4. Interagency communications relating to inmate medications
5. Pro social value programs (Truthought)
6. Expanded access and use of video arraignment
7. Reimbursement for housing inmates outside of county jurisdiction
8. General Maintenance (wooden doors, hole in ceiling of medical office)
9. Dedication of (JDF) classroom (Bob Murphy)
10. Establishing Links to national finger print system
11. Partitioning of attorney/inmates meeting rooms (JCJ)

## **II. INTRODUCTION**

*Oregon Revised Statutes* requires that at least once yearly, a grand jury shall inquire into the condition and management of every correctional facility and youth correction facility in the county. On January 3, 2011, four grand juries attended orientation and were sworn in. Three juries were assigned to hear criminal cases presented by the District Attorney's office; on Tuesdays, Wednesdays and Thursdays. The fourth jury was assigned to meet on Fridays beginning January 7, 2011 to inquire into the condition and management of the correctional facilities within Jackson County. In this report, the Friday jury will be referred to as the Special Corrections Grand Jury, or simply, the grand jury.

The jury began its inquiry by receiving testimony on Friday, January 7, 2011 from District Attorney Mark Huddleston, Community Justice Deputy Director John Watson, Corrections Sgt. Christine Dismukes, and Corrections Sgt. Dan Penland.

On Friday, January 14, 2011 the jury received testimony from JDF program manager Jean Nicholas and interviewed a juvenile male inmate. Later, the Grand Jury toured and ate lunch at the main jail facility in Medford. After lunch, the Juvenile Detention Facility was toured, including the shelter. The tour concluded at the Community Justice Work Center in Talent.

The jury received testimony on Friday, January 21, 2011 from a male prisoner as well as a female prisoner, Medical Administrator Jennifer Laughlin RN, Corrections Deputy Dennis Steigler, Mental Health Specialist Dennis McNamara, and Public Defender Peter Gorn.

In total, fourteen witnesses were sworn in before the grand jury, representing a wide range of individuals whose lives and careers are affected by the operation of correctional facilities in our community. The observations, conclusions and recommendations of this report are based upon the testimony of these witnesses, from the facts and figures they provided, and from observations of the grand jury as it toured the county's correctional facilities.

The Grand Jury visited three correctional facilities which are operated within Jackson County.

- Jackson County Jail (JCJ).
- Juvenile Detention Facility (JDF)
- Community Justice Work Center (CJWC)

This report addresses the facilities and operations of each of these agencies and includes 11 recommendations.

### **III. SYNOPSIS OF GRAND JURY INTERVIEWS AND FACILITY TOURS**

#### **Synopsis of Grand Jury Interviews and Facility Tours**

##### **1. Mark Huddleston – District Attorney**

- **Grand Jury Orientation**

On January 3<sup>rd</sup> 2011 the Grand Jury was informed of their duty to review the administration of the Jackson County Detention system and tour the associated facilities. During this orientation meeting, Mr. Huddleston presented and reviewed the document "Office of the District Attorney – Grand Jury Guide". This document provided general administrative information for the Grand Jury, crime definitions and classifications, and select photo copies of Oregon statutes concerning the duties of the Grand Jury.

- **Grand Jury Checklist (Document)**

To aid the Grand Jury in the execution of their inspections, Mr. Huddleston provided an inspection checklist. This checklist contained sections for Grand Jury members to indicate their observations regarding the facility description/limitations, facility security, conflict resolution, legal issues, prisoner access to counsel and family, and facility medical services.

- Facility Locations

Discussed where each facility located.

- Grand Jury Statutes

Discussed the state statutes that govern the Grand Jury.

- Community Justice System

Described how the Community Justice is adult probation, and parole, keep track of people out serving their sentences and violations. After 3 days they can move out of jail and go to the transition center. Described how the transition center is like a work release center. Went over criminal justice system: courts (state-adult & juvenile), police (state, city, sheriff-jail), defense (court appointed, state-So. OR Public Defender Inc., takes most cases, but has limit), community justice (county/state, local probation office-supervision and rehab, juvenile-delinquency/dependency), corrections (jails), prisons (state), probation, district attorney (prosecute cases in state court), federal court, U.S. district attorneys, city attorneys, victim witness office, family support office, drug courts.

- County Budgets

Discussed county budgets and expenses. 2011 budgets have been decreased and Mark is not sure how it will affect his staff but it is the shortest budget he has seen in years. Have not yet submitted budgets for approval, offices are working on them now.

Five year trend showing that crime has diminished.

- Grand Jury Visitation (Email)

This email was from Michael Hogan the Juvenile Detention Center Educator and was a request for the Education center to be named after Bob Murphy in commemoration of his volunteer service over 30 years.

- General Guidance

In addition to the organizing and scheduling the interviews and tours, Mr. Huddleston provided helpful advice for the Grand Jury to complete their duty and discussed technicalities of being on grand jury (attendance roster, schedule, report writing).

## 2. Sergeant Dan Penland – Corrections Officer (Interview)

- Jail Standards

Officer Penland spoke on the evolution of the current jail standards. He indicated that there were very few legislative standards and that at one time Jails were being routinely sued. In response to the need to develop standards the Jackson County Corrections department took it upon itself to develop a set of standards. It was believed that the Corrections Professionals would be better apt for this task than having the legislature dictate the standards.

- Parts of a Standard (Document)

Officer Penland distributed a document called “Parts of a Standard” and spoke on its subject matter. This document described the components of a standard that are used for the jail and the different levels of compliance.

- 12/23/2009 Inspection Letter (Document)

Officer Penland distributed a letter from Captain Raimond Adgers from the Multnomah County Sheriff's Office to Sheriff Winters. This letter contained the results of 2009 inspection.

- Other Inspections

In addition to the State inspections the following is a list of other inspections that the Corrections Department is subject to.

- Immigration inspection
- US Marshal inspection
- Food facilities
- Fire Inspection
- Pharmacy
- Bureau of Prisons
- OSHA Inspection

- 2009 Compliance

In 2009 Jackson County was compliant on 303 standards, non-compliant on five, and partial compliant on one.

- One partial-comp was 40 hrs training for staff each yr. (budgets create difficulties)
- There was non-compliance on inmate programs and activities (see handout).

- Jail Standards Continued

Jail inspection standards were adopted from previous standards used in Utah. Inspection teams tour each jail within the state, each inspector is given a task to inspect within each facility, ex: Medical. This is an in-depth inspection each inspector can take photos, ask questions. There are three possible findings for a standard: Full-compliance, Partial-compliance, and Non-compliance. Discussions to follow with jail commander. First is informal, and the second is a formal meeting. Sgt. Penland says that the inspection system is not a buddy system it is designed to help facilities keep up with standards. Facility can appeal a non-comp, and can ask for a variance if facility cannot meet standard. Ex: 4 hrs rec. times, if no rec. facility is available they can be granted a variance.

### 3. Sergeant Christine Dismukes – Corrections Officer (Interview)

- Jail Statistics (Document)

Officer Dismukes distributed an inter-office memo entitled "Jail Statistics" to the Grand Jury and spoke on the subject matter.

- Security Release Agreement (Document)

After the interview Officer Dismukes sent the document "Security Release Agreement" for the Grand Jury to review. This document contains the conditions that a prisoner must agree to and sign before they are released from the jail.

- Forced Release Matrix (Document)

After the interview Officer Dismukes sent the document “Jackson County Jail Forced Release Matrix”. This document is used to determine which inmates of the jail shall be released early due to overcrowding.

- Inmate Increase

Officer Dismukes indicated that there has been an increase in inmates over the last year. This has resulted in more forced releases.

- Inmate Population

Largest population is pre-trial/pre-sentence inmates.

- Jail Documentation

Have started using software to manage jail and parole individuals the two systems are integrated making it easier for sheriffs to follow and track inmates. Searching for a technology system to store inmate records electronically is currently in the bid process.

- Increased Need for Beds

Officer Dismukes feels like we need a lot more beds available to prevent forced releases.

- New Facility Need

Maintenance is very difficult on the current facility. The building is 30 yrs old. The county employs 1.5 staff members for maintenance alone. Officer Dismukes would like to see the jury push for a new jail in the future.

- Inmate Monetary System

The jail is slated to start the use of a credit card system to accept inmate’s bail.

#### 4. John Watson – Community Justice Deputy Director (Interview)

- Oregon Department of Corrections Outcomes (Email)

This email from Mr. Watson commented on how Low risk clients were supervised, the below average employment due to employment resources, and the above average rates in the following items.

- Treatment
- Restitution
- Community Service
- Positive Case Closures

- Jackson County Community Justice Adult Services Division (Document)

This document indicates how a person would enter the Community Supervision department, the statistics of the population, and the how a person would navigate through the program.

- Oregon Department of Corrections – High and Medium Caseload (Document)

This document contained the statistics on the probation officers caseloads.

- Jackson County Community Justice Adult Services Division Quarterly Report (Document)

This document contained information on the number of offenders that are being supervised, the population demographics, the day management



program, the home detention, DUII evaluations, and outside contracts.

- System Entry

People reach community justice program from three separate systems: Circuit court, Parole board, and Supervisory Authority.

- Staffing Level

As of 2010 Jackson County has 23 senior deputy probation officers. These officers currently supervise 1823 offenders.

- Goals

Mr. Watson indicated that the main goals of Adult Services Division are rehabilitation and Public Safety.

- Case Load

The average case load for low risk deputies is 350-400 and the average case load Mid/High risk deputies' 40-50 cases each (includes sex offenders).

5. Jean Nicholas - Community Justice Juvenile Program Manager (Interview)

- Juvenile Detention Facility (Document)

This document describes the juvenile population: total of detained, time in custody, average length of stay, and average daily population, and admission reasons.

- Level System (Document)

This document describes the different levels that the juvenile privileges are assigned.

- On Track – Truthought (Document)

This document is used in the “Truthought” program and is used to teach the juveniles a more productive thought process.

- Responsibilities

Ms. Nicholas indicated that she oversees two detention centers (juvenile) and the A&E program (assessment and evaluation).

- Facility Capacity

Ms. Nicholas indicated that there are 60 total beds in program.

- Other Facility

Ms. Nicholas indicated that there is also a shelter available for pre-teen youth. Money was cut in 2008. County was able to make a deal to keep the shelter open.

- Rules and Regulations

Rules created from ORS. ACA guidelines also are followed, but not mandatory. Most rules are written by the staff based on experience and Jean always writes new regulations above and beyond ORS.

6. Jackson County Jail (Inspection)

On January 14<sup>th</sup> 2011, the Grand Jury participated in a tour of the Jackson County Jail, conducted by Officers Dismukes and Penland. What follows is a listing of the Grand Jury's observations of the facility.

- Public Reception
- Booking Area
- Outside (Sally) Port
- Administration
- Video Monitoring
- Procedures for Prisoner Movement
- Classifications of Prisoners
- Laundry
- Trustee System
- Clothing Designation
- Inmate Assignment of Clothing, Bedding and Personal Hygiene Products
- Jail Design
- Food Administration
- Video Conferencing
- Suicide, Detox and High Risk Procedures
- Law Library, and General Library

7. Jackson County Juvenile Facility (Inspection)

On January 14<sup>th</sup> 2011, the Grand Jury participated in a tour of the Jackson County Juvenile Detention Facility, conducted by Jean Nicholas. What follows is a listing of the Grand Jury's observations of the facility.

- Intake Room
- Temporary Holding Cells
- Classroom
- Common Area
- Control Room
- Recreation Area
- Assessment and Evaluation Facility

8. Jackson County Corrections Work Center (Inspection)

On January 14<sup>th</sup> 2011, the Grand Jury participated in a tour of the Jackson County Work Center Facility, conducted by Eric Guyer. What follows is a listing of the Grand Jury's observations of the facility.

- Levels of Detention
- Counseling Programs
- Work Release
- Men's Dormitory
- Women's Dormitory
- Outdoor Facility

9. Male Sentenced Jail Inmate (Interview)

The sentenced inmate indicated that he felt that communication with attorney is

the biggest issue at the Jackson County Facility. Other facilities that the inmate has been housed in allowed inmates easier access to calls. Part of the issue is with the public defenders office not accepting collect calls.

10. Female Sentenced Jail Inmate (Interview)

The sentenced inmate felt that the jail communication system was inadequate. The inmate had a medical condition in regards to her left cheek and that she has alerted the nursing staff about it, but had not received medical care as of yet. The times span since she alerted staff had been three days.

11. Jennifer Laughlin RN – Jail Nurse (Interview)

Ms. Laughlin is the Director of Medical programs within the adult and juvenile facilities and her employer is Con-Med, contracted with Jackson County. Jennifer would like to see pillows for medical purposes related to healthcare and otherwise.

12. Officer Dennis Steigler – Corrections Deputy (Interview)

- Term of Service  
Officer Steigler indicated that he has worked for 12.5 years in corrections here in Jackson County.
- Facility Issue  
Officer Steigler indicated that wooden doors in the jail have been kicked in by inmates. He recommended that these doors be replaced with metal doors.
- Staffing Levels  
Officer Steigler indicated that staffing levels are very inadequate. This causes a large number of overtime hours as a result. Officer Steigler felt that lack of staff is a security issue in addition to being physically demanding on the corrections officers and that more staff would solve the issues.

13. Peter Gorn – Public Defender (Interview)

Public Defenders Office (Jackson County) Peter says one of the most common complaints is regarding medical care within the jail. This information is from Peter himself and other attorneys in his office and within the community. This issue is most important in dealing with mental health patients. This can manifest itself for instance with an inmate that is on anti-depressant. Sometimes an inmate may have further problems in the correction system because of the lack of meds. Matrix system needs attention...facility employees can give released inmates incorrect information about court dates. Jennifer the female inmate's DUI issues sound like this could be the case. Some people have discovered they have warrants issued b/c they have missed a court date, but did not know they had a court date. County could issue more concise information regarding offenders follow up may help solve further issues.

14. Dennis McNamara – Mental Health Specialist (Interview)

Mental Health Specialist Dennis is also a Conmed employee contracted with Jackson County. Also works part time with juveniles outside of Conmed contract. Dennis would like to see an eight person cell unit for mental health inmates.

#### **IV. GRAND JURY RECOMMENDATIONS**

The affected agency/department should respond to the recommendations in the following format. This written response then becomes part of the grand jury report.

A. Agreed and completed. The agency/department affected agrees with and has implemented the recommendation.

B. Partial Agreement and completed. There is partial agreement, which has been completed, and partial rejection. Reasons for and details of this action are solicited.

C. Disagreed and rejected. Reasons for rejection are solicited.

D. Agreed but unable to implement at this time. Reasons for unable to implement are solicited.

E. Unanswered. The agency or department has not responded to the recommendation.

F. Pending. Partial or full acceptance has occurred but implementation is either incomplete or has yet to be initiated.

The Jackson County Jail was built in 1981 and is now too small to meet current facility demand. Although the jail was originally designed with the potential of adding two additional floors of inmate housing, subsequent changes in building codes and earthquake proofing requirements preclude this option. Other expansion options at the current location are limited. Given the current economy the grand jury realizes that the construction of a new jail is out of the question. We have the following recommendations for the jail at its current location.

#### **After a careful and thorough review, the grand jury makes the following recommendations:**

1. It is apparent to the grand jury that the Jackson County Jail is understaffed, as noted in reports from previous years. We recommend in depth analysis of full time staff levels, the cost of overtime hours, and the possibility of hiring part time deputies to offset increased costs related to overtime hours and full time employee benefits. It was brought to the attention of the grand jury that the amount of overtime is physically demanding on the staff and negatively affects moral.

2. The grand Jury recommends increasing corrections staff training programs to meet Oregon Jail Standards. It was noted in the most recent inspection that the Jackson County Facility received a non-compliant notice regarding ongoing training. The Grand Jury feels ongoing training would result in increased efficiency, less potential inmate/staff litigation, an overall increase in staff moral, and promote the continuation of professionalism and commitment to service of all current staff.
3. As recommended by previous grand juries, the 2010 Grand Jury recommends a thorough review of information systems throughout the jail. The grand jury recommends that all files and forms be converted to digital format and allow for compatible statewide coding procedures as soon as possible. If funding does not allow converting old files to digital format, the jury recommends beginning the digital process, for future files, as soon as possible. Relocate non-essential paper files to an off-site location or a secure, on-site storage container.
4. Based on inmate and public defender testimony, the grand jury strongly recommends development of an improved process to determine medical necessity, as it relates to the timely dispensing of inmate medication. The grand jury feels an improved process could deter possible inmate litigation. Additionally, the Grand Jury recommends purchasing additional pillows. Nursing staff indicated there are not enough pillows to accommodate each inmate or any additional pillows available for medical needs.
5. The Grand Jury recommends the implementation of Pro-Social programs in the adult corrections facilities, such as the Truthought program used in the Juvenile Detention facility.
6. The Grand Jury recommends expanded access and use of the video arraignment process. Based on corrections deputy testimony this would benefit the staff through decreased inmate movement and increased staff safety.
7. The Grand Jury recommends that contracts with other corrections agencies be reviewed and possibly renegotiated. The Grand Jury received testimony indicating the payments received for housing inmates who are not under Jackson County jurisdiction only covers minimum costs. The Grand Jury feels, if these fees were increased the revenue from these other agencies may be allocated to increasing corrections staff and corrections staff training.
8. Based on testimony from corrections staff, wooden doors on jail cells have been destroyed by inmates. The Grand Jury recommends upgrading to steel doors thereby increasing security within the facility. It was also noted during the tour

of the (JCJ) there is a large hole in the ceiling of the medical office. The Grand Jury recommends repair of the ceiling.

9. The Grand Jury received a request to honor the service of Bob Murphy to the school facility within the (JDF). This request was given by the current teacher Michael Hogan. Mr. Hogan stated that Bob Murphy had a long history of exemplary service and dedication to the school facility.
10. Sgt. Penland stated during the tour of the (JCJ) that the finger print system is not linked to other jurisdictions. The Grand Jury recommends linking the Jackson County system to state and/or national systems.
11. During the tour of the (JCJ), it was apparent there is inadequate attorney/inmate meeting space. The Grand Jury recommends partitioning the two smaller existing rooms thereby increasing the total to five rooms. Staff indicated that the larger of the three current rooms is valuable when multiple people are involved, and should be left as is.

## V. ACKNOWLEDGMENT

The grand jury acknowledges the professional courtesy and cooperation we received from all agency managers, staff and witnesses we interviewed during this inquiry. We appreciate District Attorney Mark Huddleston's help and guidance throughout this process.

## VI. RECOMMENDATIONS FOR FUTURE SPECIAL CORRECTIONS GRAND JURY

1. The Jackson County Circuit Court should continue to convene a *Special Corrections Grand Jury* to conduct the inquiry. Future special corrections grand juries should continue calling and swearing in witnesses, taking testimony and issuing a thorough report. By such actions, we can ensure the continued integrity of the correctional system.
2. The Grand Jury should be allowed free access at all reasonable times to the correctional facilities and juvenile facilities in Jackson County. The Grand jury should be consulted as to the day, hour and length of time necessary to conduct

their inquiry.

3. Future Special Corrections Grand Juries should have available the past five years of reports prior to the tour of any facility and the response from the affected agency/department.
4. Future Special Corrections Grand Juries should have as their first witness the county's trained inspector for the Oregon Jail Standards program. The grand jury believes that an overview of how the trained inspectors conduct their facility review would provide essential background to the grand jury on how to format and conduct their own inspection. (By phone if necessary)
5. Future Special Corrections Grand Juries should continue to be allowed to interview a male and a female prisoner in order to gain perspective on the jail facilities. It is recommended that an inmate from each facility be interviewed.
6. The Corrections Grand Jury requests responses to our recommendations.

## **VII. WITNESSES**

1. Mark Huddleston - Jackson County District Attorney
2. John Watson – Community Justice Deputy Director
3. Christine Dismukes – Corrections Sgt.
4. Dan Penland – Corrections Sgt.
5. Jean Nicholas – Program Manager, Community Justice Juvenile Detention Facility
6. Tim Brown – Supervisor, Aramark
7. Eric Guyer – Director, Community Work Center/Talent
8. F.P. (female prisoner)
9. M.P. (male prisoner)
10. Lori Braughton - Jail Nurse, ConMed
11. Dennis Steigler - Deputy
12. Dennis McNamara - Mental Health Specialist, ConMed
13. Peter Gorn - Public Defender
14. Juvenile (M.P) male prisoner



**JACKSON  
COUNTY**  
Oregon

**MEMO**  
INTER - OFFICE

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District Attorney

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**To:** Addendum to 2010 Corrections Grand Jury report  
**From:** Mark Huddleston -MH  
**Subject:** recommendations for future special corrections grand juries  
**Date:** March 4, 2011

1. *The Jackson County Circuit Court should continue to convene a **Special Corrections Grand Jury** to conduct the inquiry. Future special corrections grand juries should continue calling and swearing in witnesses, taking testimony and issuing a thorough report. By such actions, we can ensure the continued integrity of the correctional system.*

**Response: agreed to and completed**

The Jackson County District Attorney's Office has been fully complying with this recommendation since 2001 and will continue to do so.

2. *The Grand Jury should be allowed free access at all reasonable times to the correctional facilities and juvenile facilities in Jackson County. The Grand jury should be consulted as to the day, hour and length of time necessary to conduct their inquiry.*

**Response: agreed to and completed**

The Jackson County District Attorney's Office has been fully complying with this recommendation since 2001 and will continue to do so.

3. *Future Special Corrections Grand Juries should have available the past five years of reports prior to the tour of any facility and the response from the affected agency/department.*

**Response: agreed to and completed**

The Jackson County District Attorney's Office has been fully complying with this recommendation since 2001 and will continue to do so.

4. *Future Special Corrections Grand Juries should have as their first witness the county's trained inspector for the Oregon Jail Standards program. The grand jury believes that an overview of how the trained inspectors conduct their facility review would provide essential background to the grand jury on how to format and conduct their own inspection. (By phone if necessary)*

**Response: agreed to and completed**

The jail inspector has been a witness for a number of years. Calling the inspector as the first witness was a recommendation of the 2007 grand jury, and we have been able to make that happen since that time.

5. *Future Special Corrections Grand Juries should continue to be allowed to interview a male and a female prisoner in order to gain perspective on the jail facilities. It is recommended that an inmate from each facility be interviewed.*



**Response: agreed to and completed**

We have interviewed a male and female inmate from the jail for a number of years now. I will offer future grand juries the opportunity to also interview a minor in juvenile detention, as was done this year, and a probationer housed at the Community Justice Transition Center.



**JACKSON  
COUNTY**  
Sheriff

**MEMO**  
INTER - OFFICE

**Sheriff  
Correction**

**Lt. Christine Dismukes**

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DismukCM@jacksoncounty.org

**To:** Special Corrections Grand Jury 2010  
**From:** Lt. Christine Dismukes  
**Subject:** Response  
**Date:** February 23, 2011

- 1. It is apparent to the grand jury that the Jackson County Jail is understaffed, as noted in reports from previous years. We recommend in depth analysis of full time staff levels, the cost of overtime hours, and the possibility of hiring part time deputies to offset increased costs related to overtime hours and full time employee benefits. It was brought to the attention of the grand jury that the amount of overtime is physically demanding on the staff and negatively affects morale.*

**Response: Agreed but unable to implement at this time.**

The Sheriff's budget is set by the Budget committee and Board of Commissioners. Although Jackson County is in better financial shape than many others, the county will continue to be frugal so we can make it through the long term financial crisis. The current staffing levels will remain at this time. We continually try to improve our efficiency and safety for the deputies. The increased use of the video arraignment system and the current remodel of holding are just two areas we are working on.

- 2. The grand Jury recommends increasing corrections staff training programs to meet Oregon Jail Standards. It was noted in the most recent inspection that the Jackson County Facility received a non-compliant notice regarding ongoing training. The Grand Jury feels ongoing training would result in increased efficiency, less potential inmate/staff litigation, an overall increase in staff moral, and promote the continuation of professionalism and commitment to service of all current staff.*

**Response: Agreed and completed**

As was discussed we have been intensively working on providing short trainings during our morning briefings. After totaling up this training for the year along with the other mandatory training (First Aid, Firearms, Defensive tactics) all of the sworn corrections staff received the required forty hours of training during 2010. This type of innovative training will continue in the sheriff's Office.

- 3. As recommended by previous grand juries, the 2010 Grand Jury recommends a thorough review of information systems throughout the jail. The grand jury recommends that all files and forms*

*be converted to digital format and allow for compatible statewide coding procedures as soon as possible. If funding does not allow converting old files to digital format, the jury recommends beginning the digital process, for future files, as soon as possible. Relocate non-essential paper files to an off-site location or a secure, on-site storage container.*

**Response: Pending**

The Sheriff's Office agrees that electronic storing of files is necessary. We are currently looking at a system that will allow all of the current paper files to be digitized and stored electronically. This is a long term project as well as a budget issue. We are early in the process and there is no set completion date for this project.

- 4. Based on inmate and public defender testimony, the grand jury strongly recommends development of an improved process to determine medical necessity, as it relates to the timely dispensing of inmate medication. The grand jury feels an improved process could deter possible inmate litigation. Additionally, the Grand Jury recommends purchasing additional pillows. Nursing staff indicated there are not enough pillows to accommodate each inmate or any additional pillows available for medical needs.*

**Response: Partial Agreement and completed**

When an inmate is lodged they are screened on a medical form by a deputy. That form is sent to medical and they are reviewed at least twice daily. If any immediate needs are found during the screening, the deputy will notify medical staff and they will respond and assess them, If the inmate later develops an issue or wants to be seen for a non emergent illness, Conmed has developed a specific medical "kite" that the inmate fills out. These kites are reviewed on a daily basis and triaged. Deputies will also inform medical staff if an inmate has immediate medical needs during their hourly rounds in the facility.

We will review the medical communications with Conmed and Jail staff to evaluate its effectiveness and recommend changes if needed.

- 5. The Grand Jury recommends the implementation of Pro-Social programs in the adult corrections facilities, such as the Thruthought program used in the Juvenile Detention facility.*

**Response: Rejected**

As was discussed, the Sheriff made a conscious decision to move all programs for inmates to the Community Justice Facility in Talent. The current jail was not designed for programs and it would be another task added to the deputy's workload which would be in conflict with recommendation #1.

- 6. The Grand Jury recommends expanded access and use of the video arraignment process. Based on corrections deputy testimony this would benefit the staff through decreased inmate movement and increased staff safety.*

**Response: Pending**

The Sheriff's Office is working to get our second video arraignment system up and running. This will allow us to do different court appearances at the same time. We are currently limited to one court at a time.

We are constantly working with the Courts and local attorneys to do as many video appearances as possible because of the benefits to staff as listed in the recommendation.

- 7. The Grand Jury recommends that contracts with other corrections agencies be reviewed and possibly renegotiated. The Grand Jury received testimony indicating the payments received for housing inmates who are not under Jackson County jurisdiction only covers minimum costs. The Grand Jury feels, if these fees were increased the revenue from these other agencies may be allocated to increasing corrections staff and corrections staff training.*

**Response: Agreed and completed:**

All contracts we have are intended for us to charge a rate that is above our actual costs. A current example is the U.S. Marshall's contract which was increased from \$72.00 per day to \$100.00 per day. Other contacts such as the inmate phone system and inmate commissary both make money that the jail uses as income for budgeting purposes.

- 8. Based on testimony from corrections staff, wooden doors on jail cells have been destroyed by inmates. The Grand Jury recommends upgrading to steel doors thereby increasing security within the facility. It was also noted during the tour of the (JCJ) there is a large hole in the ceiling of the medical office. The Grand Jury recommends repair of the ceiling.*

**Response: Partial agreement and completion:**

The hole in the medical ceiling has been repaired.

There are approximately 100 wooden cell doors in the facility that would need to be replaced. The current door frames are designed to hold wooden doors so they would have to be replaced. Due to the age of the doors and locks we may also have to replace the locks. When you add the cost of the retrofit installation you are talking an extraordinary amount of money to come up with during what going to be increasingly lean budget times. In the 30 years the jail has been open there have been a relatively small number of doors that have been broken. Maintenance has put metal plates around many of the door locks to make them more secure.

- 10. Sgt. Penland stated during the tour of the (JCJ) that the finger print system is not linked to other jurisdictions. The Grand Jury recommends linking the Jackson County system to state and/or national systems.*

**Response: Disagreed and rejected.**

I am not sure what information Sgt. Penland gave you, but here is information on the Automated Fingerprint Identification System (AFIS) from the Oregon State Police. The State Police manage all of the fingerprints, including ours that are submitted to AFIS by the Oregon State Police.

The Oregon State Police is a member of the Western Identification Network (WIN) which consists of seven western states sharing one electronic fingerprint database for use in processing criminal and applicant fingerprint cards. The participating states of WIN are: Oregon, Alaska, Idaho, Montana, Nevada, Utah and Wyoming. Interface Members include the states of California and Washington. Federal Members include: Drug Enforcement Administration, Federal Bureau of Investigation, Department of Homeland Security, Internal Revenue Service, Postal Inspection Service, and Secret Service.

- 11. During the tour of the (JCJ), it was apparent there is inadequate attorney/inmate meeting space. The Grand Jury recommends partitioning the two smaller existing rooms thereby increasing the total to five rooms. Staff indicated that the larger of the three current rooms is valuable when multiple people are involved, and should be left as is.*

**Response: Agreed but unable to implement at this time.**

This is an area that everyone agrees is inadequate. Unfortunately remodeling this area comes down to a budget issue and has to be prioritized. The remodel of this area was put off this year in order to complete the remodel of the holding and sally port area. This remodel is budgeted at around one million dollars and will improve the efficiency and staff safety during the lodging process.

Due to the cooperation between the Sheriff's office and the attorneys although inadequate we are able to make this area functional at this time.

## Mark Huddleston - Re: 2010 special corrections grand jury recommendations

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**From:** Jean Nicholas  
**To:** Huddleston, Mark  
**Date:** 02/18/2011 3:39 PM  
**Subject:** Re: 2010 special corrections grand jury recommendations  
**CC:** Ferguson, Joe

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Mark- thank you for the report.

I would like to respond to the grand jury's recommendation #9.- The Grand Jury received a request to honor the service of Bob Murphy to the school facility within the (JDF). This request was given by the current teacher Michael Hogan. Mr. Hogan stated that Bob Murphy had a long history of exemplary service and dedication to the school facility.

D. Agreed but unable to implement at this time. The reason that Jackson County Juvenile Department is unable to implement the name change at this time is because our school program is provided to us through Medford School District. Any name change would need to be decided by the school district.

Thanks again Mark!!!

Jean Nicholas  
Detention and Shelter A & E  
Program Manager  
Jackson County Juvenile Services  
609 West 10th Street  
Medford, Oregon 97501  
(541) 774-4849, fax (541) 774-4888

>>> Mark Huddleston 02/18/2011 2:37 PM >>>

Attached is the report from the 2010 special corrections grand jury. Their recommendations begin on page 11 of the report. This year's grand jury did not direct their recommendations to any particular agency. However the context seems to indicate that the jail should respond to all recommendations except #9, CJTC should respond (along with the jail) to #5, and CJ juvenile should respond to #9.

As usual, the grand jury would like to see your responses set out in the format described on page 9 of the report.

Thanks for your assistance. -Mark



# JACKSON COUNTY

*Community Justice*

**Community Justice  
Transition Center**

**Eric Guyer**  
*Program Manager*

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March 4, 2011

To the Special Corrections Grand Jury of Jackson County

RE: Grand Jury Recommendations

I would like to again commend you for your commitment to Jackson County and the safety of its residents. I am grateful for your recommendations and insight into the operations of the Community Justice Transition Center.

The Grand Jury recommended “the implementation of Pro-Social programs in the adult corrections facilities, such as the Truthought program used in the Juvenile Detention facility.”

### **Response A: Agreed and Completed**

The Grand Jury recommendation is directly in line with the underlying programming in place at the Community Justice Transition Center. The Center currently utilizes the Matrix model of alcohol and drug treatment, an evidence-based pro-social program designed for work adult correctional populations. The Center contracts with On-Track Inc. to provide treatment services. On-Track is certified through the State of Oregon to provide correctional treatment programming, and utilizes Motivational Interviewing, an evidence-based pro-social technique in working with adults in correctional settings. In total, the Center has 5 full-time counselors on staff, all tasked with working pro-socially with clients.

Sincerely,

Eric Guyer  
Program Manager