

MEMORANDUM

TO: A.I.R Working Group on a New Jail

FROM: Charlie Cofer

RE: PERSONAL RECOMMENDATIONS FOR THE AIR, INTAKE, AND REHABILITATION WORKING GROUP FOR THE SPECIAL COMMITTEE OF THE JACKSONVILLE CITY COUNCIL TO REVIEW JSO PRIMARY FACILITIES

DATE: January 12, 2024

It has been my pleasure to serve on the A.I.R. Working Group to examine the needs to improve the intake and rehabilitation efforts of any new jail. Here are my impressions of the input we have received over the course of our meetings:

SALLYPORT

- increase in size
- need to have enough space for the operation of multiple transport vehicles including buses (D.O.C.)
- make parking spaces for Patrol vehicles wider than normal to facilitate inmate transfers
- design enhancements to increase safety of correctional officers and inmates in the admission process

OVERALL DESIGN CONCEPTS

- enhancement of natural lighting

BOOKING PROCESS/DOCUMENT HANDLING

- important to develop a booking system that uses electronic documents and case files that can be shared between JSO, Clerk of Courts, Public Defenders, State Attorneys, and Judges. Too much is still done manually
- open room concept with natural lighting preferred to encourage a calming atmosphere during booking

NURSE'S EVALUATION AND TRIAGE AREA IN BOOKING

- increase size/capacity of unit
- close proximity to mental health unit for MH screening

PRE-TRIAL AND PROBATIONARY SERVICES UNIT

- pre-trial services unit should be located in the booking process to examine eligibility for bond prior to first appearance hearings based upon recent Administrative Order from the Florida Supreme Court. Unit should also perform risk assessment for consideration of bond at first appearance courts
- probation services unit should be located near releasing to deal with release conditions (reporting to PTS requirements/ankle monitoring installation)
- misdemeanor probation services should have an in-house office for initial sign-up
- Need to assess whether the Department of Corrections wishes to have space available for their probation services

JACKSONVILLE SHERIFF'S OFFICE IDENTIFICATION SECTION

- design consideration should be given to better coordination between the booking/releasing process at the jail, and the Sheriff's Office Identification Section; this will speed the booking and releasing process

JAIL INFIRMARY

- Need to have a stand-alone jail infirmary to facilitate:
 - isolation of inmates with communicable illnesses such as TB, COVID, or future virus epidemics.
 - to house inmates whose illnesses do not rise to the level of needing hospitalization (influenza, tuberculosis, etc.)
 - post-operative cases
 - maternity cases
 - dialysis patients
 - medication dependent inmates (ex. insulin dependent, transplant recovery, narcotic dependency)
 - dental care

STEP-DOWN MENTAL HEALTH UNIT and/or DRUG DEPENDENCY TREATMENT

- need for unit for inmates with significant mental health needs
- focus on those who are taking psychotropic medications
- should have be a separate but contiguously located holding area for those who have been committed to state hospitals as incompetent to proceed or insane at the time of their offense—or for those who have been returned from state hospitals for further court proceedings
- provide for areas for mental health professionals to conduct evaluations for competency and insanity issues
- need for more isolation cells in the facility
- Nashville jail has a well-designed mental health unit

- provide space for court employees to conduct assessments for specialty treatment courts such as
 - Mental Health Court
 - Drug Court
 - Veterans Treatment Court (VTC)
 - Mental Health Offender Program (MHOP)

ATTORNEY/CLIENT ACCESS

- design spaces for attorneys to conduct face-to-face interviews with clients that facilitate speed of access and confidentiality of communications
- design spaces for installation of public defender polycom units that:
 - Speeds access of clients to the units
 - That provides orientation of monitors so that other inmates cannot view shared documents
 - That provide security views for correctional officers
 - That protects the unit equipment from damage by inmates
- design separate spaces for installation of video conferencing units for Regional Conflict Counsel (RCC) and private attorneys that:
 - Speeds access of clients to the units
 - That provides orientation of monitors so that other inmates cannot view shared document
 - That provide security views for correctional officers
 - That protects the unit equipment from damage by inmates
- direct telephone lines to public defender office for unmonitored and confidential attorney/client calls

FIRST APPEARANCE COURT

- possible need for two courtrooms of sufficient size to handle first appearance hearings and/or other inmate high risk court proceedings as determined by the courts
- Any first appearance courtroom need a larger capacity for the public to attend to accommodate:
 - Victims
 - Witnesses
 - Family members
 - Media
- First appearance proceedings need to have elevated security for the protection of court personnel, defendants, and members of the public
- Audio needs to be improved for members of the public attending the proceedings
- Jail courtrooms should be video conferencing enabled

COURT VIDEO CONFERENCING

- Area that needs to be addressed in the future by the courts.

RAPID RESOURCE CENTER

- Located outside of releasing so that it can be accessed by members of the community
- Coordinate location with public waiting room
- Provide information to families/employers/general public about inmates
- Provide operating space for local agencies and non-profits who can provided assistance with:
 - housing
 - mental health treatment
 - drug treatment
 - homelessness services
 - transportation services

Special Committee for JSO Facilities

Working Group Name: Adjudication, Intake, and Rehabilitation

Chair: CM Jimmy Peluso

Co-Chair: Charlie Cofer

Special Issues Addressed and Important Information to be Included in the Final Report

Summary

Special Issues Addressed at Meetings

9-22-2023

- Currently all Dockets are completed electronically, then printed by the clerk just to be reprinted, scanned, and then entered manually. Additionally, paper documents are also completed after the proceedings by the Clerk and Bailiffs.
- Paper documents allow the possibility of human error due to the fast-paced nature of the proceedings.
- Televisions were once removed from the Pre-Trial Detention Facility, these serve a valuable purpose.
- There are three rooms for 1st hearing as the Pre-Detention Facility
 - a. J1- Where virtual 1st hearing proceedings occur. All 1st hearing defendants are here at once.
 - b. J2 is for observers, and members of the public.
 - c. Courtroom 501
- Staffing for the correctional offices are 200 officers short.
- There are security needs for the intake areas for the safety of officers and defendants.
 - a. Cameras (city contract)
 - b. Emergency Buttons
 - c. Speaker boxes

10-13-2023

- Individuals with mental illnesses stay in jail 8 times and cost 7 times more than individuals without a mental illness.
- In an analysis conducted during Sheriff John Rutherford's term. The estimated cost incurred by JSO from making an arrest to the inmate's 1st appearance hearing was \$850 per arrest. This cost is likely higher today.

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- Sulzbacher has identified roughly 300 individuals that could benefit from MHOP Services. The true number could be higher.
- The current medical screening area is not sufficient for the needs of the Pre-Trial Detention Facility.
- Currently, a major bottleneck in the intake process occurs due to the medical screening area. This is caused by inadequate space and staff.
- Currently, the Pre-Trial Detention Facility has 19 isolation cells, this does not meet demand.

10-27-2023

- The Rapid Resource Center located at the Franklin County Corrections Center (FCCC) in Columbus, Ohio offers those released from jail with several services and warm handoff opportunities to non-profit community organizations. In addition to the services listed below, this area can be accessed by the releasees and their families.
 - Mental Health and Substance Use Disorder Services
 - ID and Birth Certificate access
 - Phone Charging stations
 - Snacks
- The facility located in Nashville has a Severe Perpetuating Illness area for those with mental health issues. The facility currently has 30 beds and will soon be expanded to 60 beds.
- Due to a recent change in state law, individuals that are ruled to be incompetent to stand trial aren't automatically transferred to a state hospital. They can now be housed in the local jail. These individuals are reevaluated every 6 months but can remain at the local jail for an indefinite period.
- In St. Johns County, there is a partnership between the Sheriff's Office and the Tax Collector's Office that allows releases to receive a state issued ID at no cost. A similar program would be beneficial for Duval County.

11-17-2023

- Due to the conditions at the MCC and Pre-Trial Detention Facility, JSO is experiencing shortfalls in staffing levels.

12-15-2023

- The paperwork system limits JSO's and the court's ability to process inmates throughout the criminal justice system.

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12-19-2023

- Due to over capacity at the Pre-Trial Detention Facility 373 individuals at the MCC are unsentenced. This facility is intended for only sentenced individuals.

Important Information for Final Report

9-22-2023

- Television sets should be provided in specific areas inside of the Pre-trial Detention facility.
- Software to assist corrections officers in the "Classification area"
- Software to prevent the need for paper documents (this system should allow paperwork to flow from the Pre-Trial Detention facility, Clerk of Courts, State Attorney's Office, Judges and Public Defenders.)
- Simplification of J1 Calendars
- Ensuring new facilities have immediate access to a JTA Bus Route
- Enlarge the access in sally ports for all facilities for increased ease of egress and ingress for larger transportation vehicles

10-13-2023

- The Pre-Trial Detention Facility needs more mental health personnel.
- A larger Sally Port is needed.
- An infirmary that is strategically located within the facility is needed (*Hospital waiting room style is preferred*).
- There needs to be a system implemented to process all documents, and this system must be able to share documents between JSO, Clerk of Courts, Public Defenders, State Attorneys and Judges. The need for paper documents must be stopped.
- Due to the delay in paperwork, the State Attorney's Office is delayed by days in opening cases. This delays the entire process or even the amount of time one may spend in jail. Additionally, once a case is resolved there could be a 6-8hr delay in the inmate being released due to paperwork processing.
- JSO will need to identify the number of isolation cells that will be needed in the new Pre-Trial Detention Facility.

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10-27-2023

- If windows are to be used in the new Pre-Trial Detention Facility. The building and its windows would need to be rated for major hurricanes.
- Would it be beneficial to relocate and redesign the Jacksonville Re-entry center (located on superior street) into the new Pre-Trial Detention Facility? Something similar to the Franklin County Corrections Center (FCCC) in Columbus, Ohio Rapid Resource Center.
- What facilities are needed to house those who are incompetent to stand trial but are not relocated to a state hospital?

11-17-2023

- A new jail facility must have an infirmary.
- JSO would like more virtual options for inmates to communicate with attorneys, this reduces the burden of transporting inmates unnecessarily to and from varying facilities.

12-15-2023

- The court system in Duval County only allows for Cashier Checks to post bond. A digital payment system could greatly increase the speed of eligible inmates being released.
- The physical paperwork used for inmates in the justice system is antiquated and outdated. There needs to be a digital solution.

12-19-2023

- The relocation of the Pre-Trial Detention facility and Police Memorial Building to the MCC grounds is not advised.
- The services at the MCC need to be expanded upon. Mainly, by increasing the staffing level of those that can teach the programs.