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March 28, 2005

To: C. Ray Wierson
County Administrator

From: Dave Donovan, Director
Facility and Support Services

Subj: Waiver from Department of Corrections – housing at Tremont Jail Annex

Attached is a letter prepared by the Sheriff's Office to the State Jail Inspector at the Department of Corrections requesting a "waiver" for our Tremont Jail Annex. The request would allow the Sheriff to house additional inmates at that facility, thus raising the overall capacity to 92 from the current capacity of 80.

As you may recall, although that facility exceeded the square footage requirements, we originally opened the jail annex with 64 beds to allow us to staff it with two correctional officers at a 32:1 inmate to staff ratio. A few years later as our population grew, the capacity was simply expanded to 80 (our designed capacity) by adding bunks, tables and one staff post. State guidelines regarding the numbers of plumbing fixtures precluded additional expansion even though the square footage would support more inmates.

In the next several months, the Department of Corrections plans to adopt new jail standards. Those new standards will be closely aligned with the American Correctional Association guidelines for jail facilities. Those standards will actually reduce the required number of plumbing fixtures required, thus allowing us to add additional beds without major plumbing changes to the facility.

The proposed request from the Sheriff's Office asks that, in light of the coming new standards, we be allowed to increase capacity now. If granted, that variance will reduce the number of inmates housed out of county by total of twelve at any given time (the same number of new beds at the annex facility). The Sheriff estimates the savings from this initiative to be at \$260,000 per annum. Sheriff Conard and I request the Board of Supervisors endorsement of this request to the State Department of Corrections.

Additionally, Sheriff Conard is requesting that my department make some modifications to the Annex facility now to both facilitate the additional beds as well as improve operation and management of the facility until such time that the jail project improvements are completed. I do not have cost estimates at this time, however, I believe that some relatively low cost improvements could accomplish what the Sheriff intends. His intent is to open two of

the current four bays to each other, thus creating one larger housing unit of 46. This will allow for the creation of a larger "direct supervision" housing unit at the annex. That will allow more flexibility in the classifications of inmates placed there as well as provide a "training post" for acclimating jail staff to the concept of direct supervision in an environment more closely related to the anticipated new housing units in the downtown housing addition.

In discussing this request with both the Sheriff and Greg Larrison, the project architect, we feel it may be possible to accomplish this by simply creating openings in the current dividing wall between the two units rather than removing it in its entirety. This would limit the disruption and keep the sunk costs to a minimum in light of possible future construction at that facility. In addition to wall openings, likely changes could include the purchase and installation of additional bunks, the installation of carpet or tile areas to delineate between living, eating and sleeping areas, and the purchase of moveable seating and tables for flexibility. In any event, as we discuss this further, should the costs exceed the threshold requiring Board approval (\$10,000), we would come back to the Board for direction.

It should also be noted that the creation of a larger housing unit from two at the Tremont facility was also recommended by Gail Elias of Voorhis and Associates in her Facility Needs and Solutions Documents prepared for Scott County. In fact, she also recommended that we consider this idea for possible interim implementation, before future renovations at the Tremont facility are completed.

Sheriff Conard and I will be available at the next Committee of the Whole meeting to discuss this further and to answer any questions you or the Board may have.

Cc: Jail Design Team
CJAAC

DENNIS CONARD, SHERIFF

Major Terry D. Glandon
Chief Deputy Sheriff



Clifford G. Tebbitt
Jail Administrator

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Date: March 28, 2005

To: Gary Maynard
Director, Iowa Department of Correction

From: Sheriff Dennis Conard
Scott County Sheriff Office
416 West 4th Street
Davenport Iowa, 52801
(563) 326-8625

Ref: Request for a Waiver/Variance to Chapter 201-50.7 of the
Iowa Administrative Code.

The contact person for the waiver/variance is Sheriff Dennis Conard

At the time of construction the Scott County Annex complied with Chapter 201.50.7 Physical requirements for new and remodeled facilities after June 30, 1984. Due to a high inmate population we are currently housing 40-60 inmates out of county each day. We have been approved to build a new facility onto our existing jail but that project will take 2 to 3 years to complete. Our annex currently has a total of 80 beds. We are requesting to add 12 beds to the annex to help reduce inmate housing out of county cost during this transition period and beyond. The cost saving associated with the added beds would be approximately \$260,000 dollars a year.

The annex currently have 4 dormitory units, Bay 1 and Bay 4 currently have 18 beds with a total of 1220 gross square feet. Bay 2 and Bay 3 have 22 beds with a total of 1846 gross square feet. Each housing unit has two showers, two toilets, one urinal, a 3 position lavatory, drinking fountain and enough tables and seating for all prisoners.

Iowa Administrative Code Section 201 reads:

50.7(1) Dormitory units shall provide a minimum of 60 square feet per prisoner.

50.7(2) c. Sufficient desk/tables and chairs/seats to accommodate the capacity of the housing unit.

50.7(2) e. A functional operating shower which produces both hot and cold water. 50.7(2) f. A lavatory that furnishes both hot and cold water for each group of six prisoners or portion thereof.

50.7(2) g. A functional toilet for each group of six prisoners or portion thereof.

It is our understanding that the Iowa Department of Corrections, the Iowa State Sheriff's and Deputies Association and the Iowa State Association of Counties have agreed upon changes to

the above standards that will bring Iowa Jail Standards in line with American Correctional Association Standards.

The proposed changes to the standards that we are asking to be applied are:

All housing units shall provide:

A lavatory that furnishes both hot and cold water for each group of nine prisoners or portion thereof.

A functional toilet/stool for each group of nine prisoners or portion thereof. Urinals may be substituted for up to one-third of the toilets in male housing units.

It is our understanding that the Iowa Department of Corrections has issued waiver's/variance's to other county jails which allowed construction of new facilities under the proposed changes to the jail standards.

Therefore, we are requesting a waiver/variance to add 12 beds to the annex; 2 beds to Bay 1 and Bay 4 and 4 beds to Bay 2 and Bay 3, the annex would be in compliance with the new standards when they take effect.

The waiver/variance request would not prejudice the substantial legal rights of any person.

The provisions of the rule subject to the waiver are not specifically mandated by statute or other provision of the law.

Scott County has had contact with Mike Richardson, Chief Jail Inspector with the Iowa Department of Corrections in connection with the operation of the Scott County Jail.

No other public agency or political subdivision regulates the operation of the Scott County Jail.

No person or entity would be adversely affected by granting the waiver/variance.

On March 24, 2005, the Scott County Board of Supervisors was appraised of the above request during a regular Board meeting.

I hereby attest to the accuracy and truthfulness of the above information.