

## INTRODUCTION

On May 7, 2002 the Orange County Board of County Commissioners accepted the Jail Oversight Commission's "**Report of Findings and Recommendations**". As you will recall, in July 2001 Orange County Chairman Richard T. Crotty tasked the Jail Oversight Commission (JOC) with thoroughly examining practices and procedures related to four broad areas of the Orange County Jail and its criminal justice system partners:

- ◆ Criminal Justice Case Processing
- ◆ Medical/Mental Health/Substance Abuse
- ◆ Staffing and Performance
- ◆ Technology

The recommendations affected Public Policy, the Criminal Justice/Public Safety Coordinating Council, the Corrections Department and the Health Services Division/Jail Medical Unit of the Health & Family Services Department. As a result, the agencies have partnered together to initiate action plans to address the pertinent JOC recommendations. The Corrections Department and the Jail Health Services Division have developed a plan that is modeled after the ACA Accreditation Standards' concept in order to monitor implementation and continued compliance with the recommendations.

Each recommendation was reviewed and an assessment was conducted to determine whether some recommendations should be combined and others separated. This assessment identified a total of 211 recommendations, with the agency responsible for ensuring appropriate action as outlined below:

- ◆ **13 or 6%** Orange County Government or Public Policy
- ◆ **38 or 18%** Criminal Justice/Public Safety Coordinating Council (CJPSCC)
- ◆ **83 or 40%** Corrections Department
- ◆ **77 or 36%** Health Services Division/Jail Medical Unit

Agencies responsible for ensuring implementation of the recommendations provide periodic status reports and the information is maintained in a database to monitor progress. For purposes of this report, the database has been condensed and includes the following information (please refer to Sections 5 - 9 of this report):

- ◆ A recommendation number,
- ◆ A summary of the recommendation,
- ◆ The agency and person/committee responsible for ensuring the progress,
- ◆ The status,
- ◆ Start and Completion dates,
- ◆ Action plans, and
- ◆ Projected funding needs.

## COMMITTEE STATUS REPORTS

### I. JAIL OVERSIGHT COMMISSION CHAIRMAN:

The Jail Oversight Commission Chairman made a total of six (6) recommendations. Of the recommendations, three (3) are Public Policy, one (1) is assigned to the Criminal Justice/Public Safety Coordinating Council, and two (2) are assigned to the Corrections Department. Four (4) or 66% of the recommendations have been implemented, work has been initiated on one (1) or 17%, and one (1) or 17% requires further discussion.

Summary of Significant Accomplishments and Pending Recommendations:

#### A. Accomplishments:

1. Continued oversight was assigned to the Criminal Justice/Public Safety Coordinating Council. JOC Vice Chairman Rich Morrison serves as a liaison on the Council.
2. The first annual meeting of the Jail Oversight Commission is scheduled for June 23, 2003.
3. The Corrections Department's web site was expanded to include up-to-date Jail statistics.
4. The Corrections Department established and implemented a Citizens' Academy in January 2003. This 13-week academy is conducted twice each year.

#### B. Pending:

1. The Corrections Department has contracted with the University of Central Florida to conduct a study on the incarceration and release rates of the inmate population. The Corrections Department funded this project at a cost of \$66,000. The anticipated completion date is September 2003.
2. Further discussion is required regarding the establishment of a Citizens' Advisory Council.

For more information on the progress of the Jail Oversight Commission Chairman's recommendations, refer to Section 5 of this report.

## II. CRIMINAL JUSTICE CASE PROCESSING COMMITTEE:

The Criminal Justice Case Processing Committee made a total of thirty-nine (39) recommendations. Of the recommendations, one (1) is Public Policy, twenty-seven (27) are assigned to the Criminal Justice/Public Safety Coordinating Council, ten (10) are assigned to the Corrections Department, and one (1) is assigned to the Health Services Division. Fifteen (15) or 38% have been implemented, work has been initiated on eight (8) or 21%, and sixteen (16) or 41% require further discussion.

Summary of Significant Accomplishments and Pending Recommendations:

### A. Accomplishments:

1. Full implementation of a meaningful initial appearance process is expected by mid-July 2003. The goal of this process is to move inmates to disposition faster and reduce the rate of growth of the inmate population. Enhancements include, but are not limited to:
  - ◆ The presence of the Public Defender, Assistant State Attorney, and Pre-Trial Services staff at initial appearance;
  - ◆ Completing Interview Sheets and Affidavits of Insolvency prior to the inmate's initial appearance, and then providing them to the Judge along with criminal histories;
  - ◆ Assessing the inmate's physical and mental condition and providing pertinent information to the Judge; and
  - ◆ Conducting initial appearances twice daily during the week and once daily on weekends and holidays.
2. The Pre-Trial Release program is continuing under Jail management. Staffing has been increased to meet the needs of the meaningful initial appearance process. In July 2002 the Orange County Board of County Commissioners approved \$400,000 in funding for sixteen (16) additional staff to be phased in during Fiscal Year 02/03.
3. Trial periods are limited to seven (7) to ten (10) days.

### B. Pending:

1. Efforts are being made to transfer sentenced inmates with no holds to the Florida Department of Corrections (DOC) within seven (7) days. There is a 31% decrease in the amount of time it takes to transfer inmates to the DOC.
2. The construction of two (2) courtrooms will be included in Phase II of the Jail expansion. The projected completion date is late 2005. In May 2002 the

Orange County Board of County Commissioners approved \$10.7 million to fund this project.

3. The amendment of the Administrative Order to include Pre-Trial Release Programs for inmates with mental illness is pending.
4. Fast Track Case Processing requires further discussion and development.

For more information on the progress of the Case Processing Committee recommendations, refer to Section 6 of this report.

For additional Case Processing information, please refer to Section 10, Reports A and B:

- A. Case Processing Statistics (Jail Oversight Commission Case Processing Statistics: A "Best Practices" Comparison)
- B. Fast Track Plea Study

### **III. MEDICAL/MENTAL HEALTH/SUBSTANCE ABUSE:**

The Medical/Mental Health/Substance Abuse Committee made a total of one hundred and eleven (111) recommendations. Of the recommendations, eight (8) are Public Policy, nine (9) are assigned to the Criminal Justice/Public Safety Coordinating Council, twenty-six (26) are assigned to the Corrections Department, and sixty-eight (68) are assigned to the Health Services Division. Seventy (70) or 62% have been implemented, three (3) or 3% have been implemented with modifications, five (5) or 5% have been reviewed, but are infeasible to implement, work has been initiated on twenty-two (22) or 20%, and eleven (11) or 10% require further discussion.

Summary of Significant Accomplishments and Pending Recommendations:

#### **A. Accomplishments:**

1. A new methadone protocol was implemented in May 2002. Methadone is provided on-site for the first time to inmates who are registered clients of the community methadone clinics.
2. More appropriate isolation housing for inmates with infectious diseases is being provided. This includes two (2) existing units in the Special Medical Care Unit, two (2) new units in the Female Detention Center, and three (3) new units on the 5<sup>th</sup> floor of the Main Facility. In July 2002 the Orange County Board of County Commissioners approved \$400,000 in funding for the completion of this project.

3. A female medical unit was created when the Jail's new Female Detention Center opened in March 2003.
4. Medical resources at the Central Booking Facility have been enhanced with the assignment of an Advanced Registered Nurse Practitioner (ARNP) and implementation of a triage system. Additionally, a Mental Health professional is on-site 20 hours a day, 7 days a week during peak booking times.
5. The Central Receiving Center (CRC) opened in April 2003 to provide law enforcement officers with a more appropriate location to take individuals charged with misdemeanor offenses and who have mental health and/or substance abuse disorders for treatment rather than taking individuals to the Jail.
6. Law Enforcement and Corrections staff is participating in Crisis Intervention Team training to enhance their skills in working with arrestees/inmates with mental illness and/or substance abuse disorders.

B. Pending:

1. Discussions are currently ongoing to consolidate inmate hospital services to one institution.
2. The full development of a multi-disciplinary discharge process is in progress. As resources permit, discharge intervention is currently conducted for inmates who are pregnant or have medical, substance abuse or mental illness issues.
3. Implementation of a Mental Health Court, timely mental health assessments and broadening the pool of mental health evaluators is pending further evaluation.

C. Infeasible to Implement:

The following recommendations have been reviewed, but cannot be implemented at this time due to budgetary constraints:

1. The establishment of appropriate probation caseload ratios for high-risk offenders.
2. Funding for additional probation staff was requested, however, could not be approved at this time.
3. Increasing the frequency of drug testing for County probationers.

For more information on the progress of the Medical/Mental Health/Substance Abuse Committee recommendations, refer to Section 7 of this report.

**IV. STAFFING AND PERFORMANCE:**

The Staffing and Performance Committee made a total of fifty-one (51) recommendations. Of the recommendations, one (1) is Public Policy, zero (0) are assigned to the Criminal Justice/Public Safety Coordinating Council, forty-three (43) are assigned to the Corrections Department, and seven (7) are assigned to the Health Services Division. Twenty-eight (28) or 55% have been implemented, two (2) or 4% have been implemented with modifications, work has been initiated on fourteen (14) or 27%, and seven (7) or 14% require further discussion.

Summary of Significant Accomplishments and Pending Recommendations:

**A. Accomplishments:**

1. On August 5, 2002, the American Correctional Association awarded national accreditation to the Corrections Department.
2. Departmental and divisional policy and procedures continue to be reviewed annually and are updated as necessary.
3. The Health & Family Services Department assumed responsibility for the management of the Health Services Division/Jail Medical Unit in October 2001.
4. The Health Services Division/Jail Medical Unit added thirty (30) full-time nursing positions, with 90% of the vacancies being filled. In March 2002 the Orange County Board of County Commissioners approved \$1.5 million in funding for the additional staff.
5. The Corrections Department instituted an aggressive recruitment program, which resulted in vacant Corrections Officer positions being completely filled for the first time in six (6) years.
6. Members of the Corrections Department's senior management team are speaking regularly at local service clubs and community groups to better educate the public on the role of the Jail.
7. The Corrections Department has been reorganized to include the selection of two (2) Deputy Chiefs, restructuring of the divisions, and reassignment of management team members.
8. The Master Corrections Officer Program was implemented in June 2002. This is a voluntary program for certified officers who have advanced their skills, but do not currently desire to pursue a supervisory career. The program also provides career officers recognition for professional

achievement and training, continued application of their expertise and community involvement. The Orange County Board of County Commissioners approved \$30,000 in funding for this program.

9. An off-site Video Visitation Center has been opened to provide a more efficient means of visitation and a safer environment for staff, inmates and visitors.

B. Pending:

1. Labor union negotiations are currently underway in the Corrections Department. The current contract expires in September 2003.
2. A staffing analysis of the Jail's critical posts and Inmate Records Management Section is pending further evaluation.
3. A follow-up employee survey is expected later this year. This was delayed due to leadership and organizational changes.

For more information on the progress of the Staffing and Performance Committee recommendations, refer to Section 8 of this report.

V. TECHNOLOGY:

The Technology Committee made a total of four (4) recommendations. Of the recommendations, zero (0) are Public Policy, one (1) is assigned to the Criminal Justice/Public Safety Coordinating Council, two (2) are assigned to the Corrections Department, and one (1) is assigned to the Health Services Division. Work is in progress on all four (4) or 100% of the Committee's recommendations. In July 2002 the Orange County Board of County Commissioners approved approximately \$10.3 million in funding to complete these projects.

1. The new Inmate Management System (IMS) is under contract with Digital Solutions and will be implemented in mid-to-late 2005.
2. The Medical Management System is under contract with the same vendor and on the same time schedule as the IMS. The medical records portion of Jailtrac was implemented in February 2003 to provide an interim solution to track inmate medications, medical notes, and sick call appointments.
3. The Integrated Criminal Justice Information System project is proceeding in sequential phasing. The projected completion dates are:
  - ◆ Phase I: July 2004
  - ◆ Phases 2 and 3: 2005

4. An implementation plan is in place for a time and labor system. Kronos has been selected as the Countywide standard. The projected completion date is December 2003.

For more information on the progress of the Technology Committee recommendations, refer to Section 9 of this report.

## **CONCLUSION**

As you can see by the information contained in this summary and the attached database, the Orange County Jail and its criminal justice system partners are continuing to address the Jail Oversight Commission's recommendations to ensure they proceed toward resolution.

Overall, one hundred and seventeen (117) or 56% of the recommendations have been implemented, five (5) or 2% have been implemented with modifications, five (5) or 2% have been reviewed, but are infeasible to implement, work has been initiated on forty-nine (49) or 23%, and thirty-five (35) or 17% require further discussion.