

Oklahoma County Detention Center Action Committee Recommendations Timeline

Produced by the collaboration of OCDC Action Committee Chair Frances Ekwerekwu, Vice Chair Sue Ann Arnall, OCDC Administrator Greg Williams and OCDC Assistant Administrator William Monday.

Direct Supervision Focus Group Recommendations

Recommendation: Inmate Behavior Management (IBM)

Programs included under IBM are:

Activity – For example, board games, cards, and other recreation.

Status July 1, 2020. No such activities were implemented before the Trust assumed jail operations.

Status now. We have implemented recreation activities such as such as board games and new TVs installed in each of the pods. We have at times been able to conduct some group activities as Covid has allowed. Tablets have been introduced as part of our telephone system that has provided additional visitation opportunities as well as messaging, ability to receive photos, play games access to programs and other positive activities.

Plans for future. We will continue to implement additional recreation activities as staffing levels, COVID and time permit. Electrical work is being done to accommodate microwave ovens. Many pods already have microwave ovens available for incarcerated people use while in the pods.

Recommendation: Reform – identify specific needs – such as addiction, poor health needs

Status July 1, 2020. Not sure what has been done in the past nothing was being done to identify needs on July 1, 2020.

Status now. Turnkey currently assesses health needs. Other partner agencies do some substance abuse assessments.

Plans for future. We are happy to facilitate such needs assessments by partner entities for their use in obtaining treatment and other services for inmates. OCDC staff does not have the expertise, time, or staffing levels to assess/test for needs nor provide after care case management. So, it would be up to partner entities to provide such services. We are working with both North Care and Department of Mental Health who will provide on-site staff to assess needs and develop reentry planning/aftercare. We are also currently working with TEEM who have agreed to place staff near the classification area so that detainees can receive information about TEEM, The Bail Project, etc., before they get assigned to cells upstairs.

Recommendation: Re-integration

Addresses the link between incarceration and community re-entry. Helps resolve issues such as unemployment or inadequate housing.

For Re-integration, need a re-entry release plan where detainees are connected to needed community interventions and include

- A. Substance abuse treatment
- B. Mental health appointments
- C. Physical health appointments
- D. Support persons
- E. Case management
- F. Financial resources & benefits (possibly house representative from the state's

Front Porch Initiative

- G. Court ordered services
- H. State ID and Social Security Cards

Status July 1, 2020. Not sure what has been done in the past nothing was being done to identify needs on July 1, 2020.

Status now. Turnkey currently assesses health, mental health, substance abuse needs. Working with other agencies such as Department of Health and North Care to help identify other needs.

Plans for future.

What role should OCDC assume in this massive undertaking? Further conversation and guidance about allocation of limited resources needs to occur to determine how to best serve the population. There are agencies that specialize in each of these areas. We are working with both North Care and Department of Mental Health who will provide on-site staff to assess needs and develop reentry planning/aftercare. OCDC is hoping to hire case managers that would work with re-integration efforts for detainees. Ideally, OCDC would love 1 to 7 of these kind of case managers.

Recommendation: Appropriate Staffing

Appropriate staffing is critical for Direct Supervision. We need the right number of staff with the right qualifications. With Direct Supervision, we would have a drastic reduction in the need for staff for escorting detainees around the building.

This would allow more staff for the individual pods. Programs, meals, and medications could be provided in the day room.

Status July 1, 2020. No direct supervision, critical staffing challenges due to elevator-dependent jail facility and other issues.

Status now. We currently have several pods that are out of cell for multiple hours each day. As we make progress in getting doors repaired with new locks the out of cell time will be increased. In response to COVID we have restricted the number of people allowed out of cell at any given time. As a general rule that is $\frac{1}{4}$ of the tier. As the threat of spreading COVID decreases, the number of people that will be allowed out at any given time will increase.

Despite significant pay raises and other employment incentives that make OCDC the jail with the highest pay rate in the State, the OCDC, like many other jails and other employers, continues to face severe challenges in recruitment and retention due to the effects and aftermath of Covid and competitive employers. Despite, OCDC remains committed to its recruitment and retention efforts.

Plans for future. Direct Supervision is very helpful, but with the current design of the jail facility so dependent on elevators, assigning staff to each pod to directly supervise detainees will not eliminate escorting incarcerated people to various “services” such as medical, video arraignments, visits with partner entities, etc. Since so many staff are needed for escorts, and with the elevator-dependent design of the jail, implementation of direct supervision is dependent on staffing levels not currently attained due to the challenges set forth above. OCDC will continue doing its best to recruit more staff.

Recommendation: Currently there 340 Full Time employees

Status July 1, 2020. Approximately same as now.

Status now. Of 340 full-time employees, 175 are DOs, Cadets, and Sgts/Lts/Captains; and 165 are other. Also, there are 49 part time staff, of which 4 are DOs that work at the jail, 39 are hospital duty DOs, and 6 are non-security. The finite number of DOs requires that anytime additional DO duties are added DOs must be pulled from other duties.

Plans for future. Security functions must be performed by DO's; however, the non-security functions currently being performed by DOs is being transferred to other staff. This has been working well and increasing efficiency and staff cohesiveness. DOs have historically been harder to recruit, train, and retain than non-DOs. We expect this will allow DOs to provide security, and enhance services as overall staffing numbers increase

Recommendation: Create a full staffing analysis.

Status July 1, 2020. None so far as we know.

Status now. We continue to analyze our staffing in an effort to efficiently pair job duties with available staff. The concept behind any good staffing analysis is taking the duties assigned to each post and calculating the amount of time each duty takes to be completed. You then multiply the time by the frequency to establish workload hours. With workload hours and the numbers of hours in each shift you can determine how many people must be assigned at any given time to get all the tasks completed. As we continue to realign duties, OCDC will benefit from creating a full staffing analysis when a consistent and more permanent schedule is established.

Plans for future.

A portion of the solution is to re-classify some of these employees and offer detention officer training; thus, increasing the number of detention officers. This transition is and has been encouraged since July 1, 2020, with progressive promotions and pay increases only offered to detention officers. However, it must be recognized that non-detention staff perform the majority of work functions in the jail. To assume that all operations are security based and require a detention officer is a poor assumption. "Clerks" monitor cameras, answer phones, work in property, trust, commissary, releasing, intake, visitation, scanning, records, classification, mail room, updates, quality assurance, and other areas that provide indirect support to the secured side of the facility. Reclassifying all of these positions to detention officers would be very unproductive, inefficient and create a huge staffing shortage. There is no practical advantage to converting these functions to "detention." There have been efforts to encourage some of the clerks to become detention officers, but only to take on purely detention officer positions. We have created a "crossover" position classified as medical escort. The medical escort position has allowed designated clerks to receive additional training and take over med pass escort duties that were being done by detention officers. This cross over position has transitioned with great success. We expect this will allow DOs to provide security and enhance services as overall staffing numbers increase.

Recommendation: Develop a Master Roster list and post it

Status July 1, 2020. None so far as we know.

Status now. We have a roster that includes all staff and where they are assigned. Each of the platoons as well as intake and discharge have rosters that staff are assigned to.

Plans for future. The management of the master roster is on-going and must be modified and/or updated as staffing changes. We will continue to adjust and modify the roster to reflect the current and ever-changing staffing situation.

Recommendation: Place the same number of people in each shift, except for clerical staff.

Status July 1, 2020. Unknown.

Status now. We have a roster that includes all staff and where they are assigned. Each of the platoons as well as intake and discharge have rosters that that staff are assigned.

Plans for future. Proper staffing requires that staff numbers are matched with workload. Due to increased demand for escorts, our workload is much higher Monday-Friday 6-5 due to court appearances, attorney visits, diversion program interviews and screenings, agency interviews, etc. Therefore, it would be inappropriate to have as many staff on duty on weekends and evenings as during our peak workload time. It is important the staffing levels vary to match the workload.

Recommendation: Currently the jail has 342 staff, but less than ½ of those are involved in detention and 123 of those are clerical staff.

Status July 1, 2020. Unknown

Status now. Proper staffing requires that staff numbers are matched with workload. We have created a “crossover” position classified as medical escort. The medical escort position has allowed designated clerks to receive additional training and take over med pass escort duties that were being done by detention officers. This cross over position has transitioned with great success. We will continue to expand the med pass duties as they receive additional training and experience.

Plans for future. Non detention staff perform the majority of work functions in the jail. To assume that all operations are security based that requires a detention officer is a poor assumption. “Clerks” monitor cameras, answer phones, work in property, trust, commissary, releasing, intake, visitation, scanning, records, classification, mail room, updates, quality assurance, and other areas that provide indirect support to the secured side of the facility. Reclassifying these positions to detention staff would be very unproductive, inefficient and create a huge staffing shortage. There have been efforts to encourage some of the clerks to become detention officers, but only to take on purely detention officer positions.

Recommendation: Currently most employees are off Sat. & Sunday. We need the same number of detention staff on all shifts, all 7 days of the week.

Status July 1, 2020. Unknown

Status now. The number of detention officers assigned to the floors, does not change with the days of the week. The number of clerks assigned, and the number of detention officers assigned to other areas of the center fluctuate with day of the week as workloads change.

Plans for future. Proper staffing requires that staff numbers on any given shift are matched with workload. Due to increased demand for escorts, and moving detainees to and from court, our workload is much higher Monday-Friday 7-5. Therefore, it would be inappropriate to have as much staff on duty on weekends and evenings as during our peak workload time. It is recognized that the weekend shifts may need of additional staff as Intake and Releasing can experience heavier workloads.

Recommendation: Reward those who have the most longevity with a priority in choosing shifts.

Status July 1, 2020. Unknown

Status now. Shifts are balanced with appropriate numbers of supervisors, CERT members, genders, translators, etc. These requirements do not always correlate with longevity. We are offering a bonus of \$200 for those staff with 2-5 years of experience and a \$400 bonus for those with more than five years of experience.

Plans for future. We will continue to review staff incentives to ensure appropriate staffing are rewarded, especially for those with longevity. OCDC Administration is committed to considering ideas for longevity rewards and incentives at least quarterly.

Recommendation: Eliminate overtime hours as much as possible and pay more for performance.

Status July 1, 2020. Unknown

Status now. Overtime is only used when necessary and requires prior approval. We recently authorized Lieutenants to receive over time, but that time has limits and restrictions and must be approved in advance.

We reward high performance with promotion opportunities; and thus, increased pay. One of the challenges with “pay more for performance” is objectively and consistently measuring performance and then adjusting pay for each pay period. Every staff person is expected to perform job functions in accordance with policy and post orders.

Plans for future. Continue to limit overtime and reward high performance with promotional opportunities and adjust compensation with the promotion.

Recommendation: Need 1 officer per pod per shift.

Status July 1, 2020. Unknown

Status now. We have few pods that are manned with officers on every shift. We currently have 18 pod monitors that are assigned to the pods.

Plans for future. This is to be implemented as soon as staffing permits. 1 officer per pod per shift would require 148 officers (28 pods x 5.3 officers per position =148.4) solely dedicated to pod duty. Current staffing levels do not allow for this unless we remove staff from other vital areas while reducing services in that area. We will continue to recruit offers and pod monitors so that staffing on the pods can be increased. Our current goal is to have 30 pod monitors.

Recommendation: Typically need a max of 1.8 employees per position, except for clerical.

OCDC is not sure how this was calculated but would be interested in being further educated on this.

Current relief calculations are detailed below:

CALCULATING SHIFT RELIEF FACTOR

A. Number of days per year that the agency is closed/no services offered = 0

B. Number of agency work days per year/365-0 = 365

- C. Number of regular days off per employee per year =182 (14 days off each cycle 13 cycles)
- D. Number of vacation days per employee per year = 11
- E. Number of holidays off per employee per year = 11
- F. Number of sick days off per employee per year = 11
- G. Number of days off per employee per year/includes military leave, LWOP, disciplinary SWOP, unexcused absences = 9.35
- H. Number of training days per year = 3
- I. Total number of days off per year/C + D + E + F + G + H = 227.35
- J. Number of actual work days per employee per year/B – I = 137.65
- K. Shift relief factor for 7-day post/B divided by J= 2.65
- L. Number of FTE required to fill 1, 24-hour 7-day post/2 (number of 12 hour shifts in 24) x K =5.3
- M. Shift relief factor for 5-day post/B – C divided by J =1.32
- N. Number of FTE required to fill 1, 8-hour 5-day post/1 x 1.28 = 1.28

Recommendation: If are below the needed staff members, then prioritize positions.

Status July 1, 2020. Unknown

Status now. All posts are filled in priority order and are designated as mandatory or non-mandatory.

Plans for future. All posts will continue to be filled in priority order and are designated as mandatory or non-mandatory.

We need an equal number of captains during each shift, 7 days a week.

Status July 1, 2020. Unknown

Status now. Captains, like other staff, are assigned to match workload. Captains' workload is more intensive during the 6am shift Monday-Friday. Current staffing does not permit assigning a Captain to lower-workload shifts such as evening shifts.

Plans for future. As staffing permits, we will assign a Captain to as many shifts as possible, while continuing to prioritize more intensive workload shifts.

At one point, a captain was assigned to the P.M. shift but due to current shortages of Captains that is not currently a viable option. Work schedules can be adjusted so that all captains work various shifts throughout the month.

Recommendation: Currently all captains only work M-F, 8:00 am – 6:00 pm.

Status July 1, 2020. The jail was staffed with 9 captains that worked schedules unknown to OCDC.

Status now. There are currently three captains, one assigned to intake discharge, one assigned to the floors and one assigned to the basement to oversee food service, laundry, commissary, front desk, central control. At one point, OCDC had 4 captains with one assigned to the night shift, this changed when one captain resigned.

Plans for future. We held Captain interviews during the last week of September 2021 and are currently evaluating the candidates to determine where they may best fit into the organization. It is vital that promotions occur when knowledge, skills and abilities reach the levels necessary for probable success. Work schedules can be adjusted so that all captains work various shifts throughout the month.

Recommendation: Give those with longevity the first choice for shifts.

Status July 1, 2020. Unknown

Status now. Shifts should be balanced with appropriate numbers of supervisors, CERT members, genders, translators, etc. These requirements do not always correlate with longevity.

Plans for future. We will continue to review staff incentives to ensure appropriate staffing, especially for those with relevant experience.

Training

Training of the staff should be in person, not on-line.

Status July 1, 2020. Unknown.

Status now. Some training is in-person and some is online, which is standard for jails and prisons throughout the U.S. To eliminate all online training would be prohibitively expensive and unnecessary.

Plans for future. Training will continue to be part in-person and part online. We will continue to assess the effectiveness of all training programs and adjust as needed.

Eliminating all possibility of on-line training would make the OCDC very unique in today's work and education environments. I agree that some training must be in person but struggle with the concept of eliminating a training forum that is recognized as a best practice in many situations.

Recommendation: Provide CIT Training for all staff. Request that DMH resume the CIT training that it provided in the past

Status July 1, 2020. It was occasionally offered to a select group of people.

Status now. Some staff have received CIT training. Prior to the trust taking over operations, that was offered to a select group of people.

Plans for future. Traditional Crisis intervention training is a 40 hour course geared toward patrol officers. I have reached out to Nisha Wilson with the Department of Mental Health as they have recently received a grant to offer law enforcement CIT training. Nisha has a trainer, Tania Woods, that will work with the detention center to offer the class geared towards detention situations. They will also help train a detention center trainer so that the class can be offered as an ongoing course. Nisha is still developing a timeline on when this training might be available.

Recommendation: Eliminate CLEET training as an employment incentive. It sends the wrong message and attracts those with a law enforcement mentality. Law enforcement and detention management are entirely different disciplines.

Status July 1, 2020. Some jail staff was sent to CLEET training.

Status now. No jail staff has yet been sent to CLEET training.

Plans for future. We do intend to use CLEET training as an employment incentive.

The detention center has not sent anyone to CLEET. OCDC chose not to pursue certification as a law enforcement agency. When employees are sent to CLEET, it will be qualifying them to perform specific facility functions such as Investigations, entrance security, high security hospital watches and high security transports. One detention officer is scheduled for CLEET training later this year.

It is true that law enforcement and detention management are different, and it is very important that jail staff have a detention management mindset. But there are some similarities between law enforcement and detention management. For a staff member to seek work at the jail to gain experience relevant to both law enforcement and detention management, with an end goal of eventual employment in law enforcement, is not inherently bad as long as that staff member keeps a detention management mindset while employed at the jail.

+

Recommendation: Use introduction of direct supervision model as an incentive for recruiting and hiring staff, as well as motivating current OCDC staff members.

Status July 1, 2020. Unknown

Status now. Direct supervision or the goal of direct supervision is not being used as a recruitment tool or incentive.

Plans for future. This will need more conversation and understanding to fully comprehend how employment incentive applies to direct supervision. OCDC is committed to having developmental conversations accordingly.

Recommendation: Utilize peer training for operations in the detention facility

Status July 1, 2020. One week of classroom training taught by commissioned Sheriff staff.

Status now. The OCDC currently uses two weeks of the four-week academy as on-the-job training for cadets. After graduating from the basic academy, they are assigned a Field Training Officer (FTO) to continue with practical training while working at the Center.

Plans for future. Continue to enhance pre-service and in-service training. Expand the pre-service training to include more de-escalation, mental health. Offer a modified crisis intervention course as part of in-service training. OCDC expects to start this January 2022.

Recommendation: Pay stipends for mental health training.

Status July 1, 2020. Unknown

Status now. All training is during working hours, so staff are being compensated for all training that they receive.

Plans for future. Continue to compensate staff for training.

Recommendation: We need to train on the mission, and then the tactics to achieve it.

Status July 1, 2020. Unknown

Status now. OCDC Administration is constantly setting the example of the OCDC Mission by keeping it at the forefront of all efforts on a daily basis. Administration and staff leadership discuss the Mission often and display it in action to all other staff.

Plans for future. Continue to make the OCDC Mission a living, breathing document, not just something written on paper. Speak of our Mission often and regularly visit the Mission to educate on it and evaluate its effectiveness and viability within the staff. OCDC plans to call in a group of consultants to visit with OCDC staff about adjusting/revising the mission. OCDC also hopes this meeting will produce tactics that OCDC leaders believe will best help the whole staff achieve the Mission on a daily basis.

Recommendation: Converting to Direct Supervision and Begin talking with the staff about Direct Supervision now. Explain what it is.

Status July 1, 2020. Unknown

Status now. OCDC continues to work toward hiring more staff to be able to consider piloting a direct supervision conversion. OCDC has also increased the amount of time people are out in their pods under the direct supervision of DOs. This is not full direct supervision but is progress toward the overall concept. OCDC has met with and continues to meet with consultants who are experts in this area and available to assist OCDC when proper staffing levels are reached to consider conversion to direct supervision.

Future Plans. Continue taking proper and healthy steps toward this goal. As mentioned, appropriate staffing levels must be reached before direct supervision can be accomplished in OCDC pods. OCDC can, however, begin educating OCDC on what direct supervision is and how it can potentially be accomplished at OCDC.

Recommendation: Utilize a pilot—convert first one pod for a month, with 2 personnel members in the pod. After success, then move on to the next pod on that floor. Phase in pod by pod, floor by floor.

Status July 1, 2020. Unknown

Status now. This pilot program does not currently exist.

Plans for future. OCDC is committed to continued research and steps toward considering implementation of this type of pilot program. OCDC will look for successful pilot programs to model after, with interest of staff and detainee safety, and independence.

Recommendation: Have detention staff wear a passive blue color.

Status July 1, 2020. Uniformed staff wore a traditional sheriff uniform that was black shirt and trousers. Detention staff that were commissioned were issued black shirts and black trousers non-commissioned officers purchased their own “uniforms” that were basically all black with personal ball cap style caps and personal coats.

Status now. Uniform staff are issued three grey shirts and three sets of black trousers, clerks and IT staff are issued three blue shirts, Safety is issued three red shirts and training staff are issued three green shirts and three kaki trousers. Grey was issued as a neutral color that is known to have a calming, cooling and neutralizing effect. “Passive Blue” is a shade of grey that approaches the current uniform.

Plans for future. No discussion has been held concerning changing the colors of the uniforms.

Recommendation: They will need to create a vested interest with the detainees so that they wish to protect the staff in case of an outbreak in violence

Status July 1, 2020. Unknown

Status now. OCDC staff continues to work toward mutual respect among staff and detainees. Achieving a vested interest like this takes time and intentionality in how everyone at the Jail is treating each other. OCDC continues to find best practices that encourage this cohesive and respectful culture.

Plans for future. OCDC continues to find best practices that encourage this cohesive and respectful culture. We will build to make this a consistent practice.

Recommendation: Have a mental health specialist available for both staff and detainees.

Status July 1, 2020. Turn Key contracted mental health services to the University of Oklahoma and had Employee Assistance available for staff.

Status now. Turnkey currently has 8 mental health staff assigned to the OCDC for detainee mental health treatment. Employee Assistance (EAP) is offered to all employees as part of the basic employee benefit package.

Plans for future. Continued coordination in contractual relationships with Turn Key and OCDC Administration to continue developing plans and visions that meet the needs of staff and detainees.

Oklahoma County Detention Center Action Committee Population Reduction Focus

Group Recommendations Report

Trust Recommendations

Recommendation: Support OCDC administration in its continued efforts to re-establish access to NCIC background checks in the jail to minimize booking, processing and release times. This includes securing necessary software, credentials, staff training and installation support.

Status July 1, 2020. OCDC had NCIC access via the Sheriff's Department but that access left along with the Sheriff's Department.

Status now. OCDC has been in communication with all necessary entities to re-establish NCIC access at the Jail. OCDC now has access to NCIC in two departments of the Jail.

Future Plans. OCDC always appreciates any support the Trust can offer in any of its endeavors.

Recommendation: Call upon Trust members and other members of this Subcommittee to use their individual power, connections, and voices to help advocate for population reduction in various ways to those whose work intersect with ours (ex: district attorneys, defense attorneys, judges, bondsmen, etc.). Our ideas to reduce jail population that would depend on outside participation from these groups/entities include:

- Add a Jail magistrate to eliminate delays and help judicial processes move more smoothly and time-efficiently.
- Family and juvenile court coordination to address the various needs of incarcerated parents, juveniles, or families going through the criminal justice system.
- Have bail hearing in/closer to the Jail, (this would be made easier with the implementation of a jail magistrate but is also possible without one.)
- Facilitate Homeless court, a more suitable solution for our homeless populations.
- End cash bail for non-violent offenders through judicial orders, cite and release programs, a revolving bail fund program for indigent arrestees, continued decrease of municipal offense incarceration.
- Remove ICE agents from the OCDC.

Jail Administration Recommendations

Recommendation: Work with the Oklahoma Health Care Authority, Oklahoma Department of Human Services, and Oklahoma State Department of Health to ensure detainees who qualify for aid know how to and have access to Sooner Care, WIC, TANF, and other health and human services programs to alleviate food and healthcare insecurity and break the cycle that leads to repeat detention.

Status July 1, 2020. Unknown

Status now. OCDC has contact with agencies such as Diversion Hub who offer health and human services upon release from OCDC.

Future Plans. OCDC will need to continue to meet with agencies who offer these listed health and human services and determine when and if such services could be available to people released from OCDC prior to or upon release.

Recommendation: Ensure Oklahoma Department of Corrections (ODOC) transfers are performed regularly and as soon as possible.

Status July 1, 2020. ODOC was not accepting DOC transfers due to Covid. They responded with a process that would adjust to the needs of that time.

Status now. OCDC currently has a great partnership with ODOC. Detainees who are ready for transfer to ODOC are transferred at a rate of 32 per week. Prior to this recent increase in transfers, the agreement between ODOC and OCDC is that detainees that were to be transferred to ODOC are to be picked up at a rate of 20 per week. Many times, ODOC comes to get hundreds of people at a time. OCDC is appreciative of its great relationship with ODOC.

Plans for future. The partnership will continue with ODOC and they will continue to assist and accommodate as greater needs arise.

Recommendation: Provide Homeless Alliance and organizations like it with access to Jail Tracker. They manage the homeless management tool full of data for various cities in the state and can help mitigate recidivism rates.

Status July 1, 2020. Unknown

Status now. Continued evaluation

Plans for future. OCDC is open to considering providing basic read only access to Jail Tracker for Homeless Alliance senior leadership.

Recommendation: Allow detainees access to their phones when they get arrested, prior to confiscation, so they can get important phone numbers and potentially arrange for bail.

Status July 1, 2020. Unknown

Status now. OCDC allows individuals being booked in 5-10 minutes to write down phone numbers from their cell phones.

Plans for future. OCDC will continue to allow individuals access to their cell phones for an adequate amount of time while being processed in Booking.

Recommendation: Perform needs assessment on detainees at intake (i.e., Midwest City).

Status July 1, 2020. Unknown

Status now. None

Plans for future. OCDC has developed a recent partnership with NorthCare and the Oklahoma Department of Mental Health and Substance Abuse. OCDC is hopeful that through this partnership, needs assessments and many more services will be provided to detainees upon intake and while incarcerated at OCDC.

Recommendation: Improve intake and classification processes by adopting system similar to Cleveland County's questionnaire and classification system.

Status July 1, 2020. Unknown

Status now. OCDC is in communication with Cleveland County Detention Center to gain knowledge and insight on these tools/systems.

Plans for future. We have requested as copy of the CCDC (Cleveland County Detention Center) Booking Questionnaire, will assess it and confer with CCDC, and if appropriate, would implement it.

Recommendation: Work with pretrial service programs available to help get and keep people out of OCDC, including programs such as Oklahoma County Court Services conditional and OR bonds, The Bail Project, TEEM, Diversion Hub and NorthCare Day Reporting.

Status July 1, 2020. Various partnerships with these entities existed. The specifics of these partnerships at this time are unknown to current Administration.

Status now. OCDC is in constant communication and partnership with these entities. Many of these entities receive the assistance of Jail staff in order to visit with detainees and deliver their services to detainees.

Plans for future. OCDC plans to continue its strong partnerships with these entities, hopefully in an increased capacity.

Partner Recommendations

Recommendation: Streamline Medical Own Recognizance (OR) bond process to attempt to remove critically/terminally ill detainees from OCDC population. (Turnkey Health)

Status July 1, 2020. Unknown

Status now. OCDC cooperates, complies and assists when it is appropriate and legal to do so regarding legal matters that involve judicial release from OCDC.

Plans for future. OCDC will assist and comply with any legal orders to release detainees from incarceration. OCDC is open to being a part of discussions surrounding medical OR bonds.

Recommendation: Make recommendations for release based on intake and questionnaires filled out by arresting agencies and OCDC staff. (Public Defender/Defense Attorneys/Criminal Justice Reform Entities)

Status July 1, 2020. Unknown

Status now. OCDC cooperates, complies and assists when it is appropriate and legal to do so in legal matters that involve judicial release from OCDC.

Plans for future. OCDC will assist and comply with any legal orders to release detainees from incarceration. OCDC is open to being a part of discussions surrounding all judicial release mechanisms.

Recommendation: Explore the utilization of other inebriation solution methods (ex. Civil Protective Custody). (Law Enforcement)

Status July 1, 2020. Unknown

Status now. OCDC is in communication with partners who present ideas of alternatives to incarceration at OCDC.

Plans for future. Continue to have a strong relationship with outside partners to determine alternatives to incarceration in OCDC.

Classification Focus Group Recommendations for OCDC Administration

Recommendation: More pay for all employees at OCDC. The pay should be in line with the professionalism and hard work that is expected from all employees at OCDC. This would include monies for training, retention and promotion.

Status July 1, 2020. Pay for detention officers was \$27.29/mo.

Status now. A 10% raise for all full-time OCDC staff went into effect last February 2021. An additional 3% cost-of-living (COLA) pay increase went into effect July 2021. The FY21-22 personnel budget is based upon 350 full-time staff. The total personnel budget for this fiscal year is \$15.4 million, an increase of \$2 million over the last year. All full-time OCDC employees are eligible to participate in the County's generous health insurance and retirement plans. Currently OCDC pay is the highest of any correctional facility in Oklahoma.

Plans for future. We hope to continue increasing pay to keep OCDC pay the highest in Oklahoma.

Recommendation: A cultural shift at the detention center in regard to employing core values that reflect the professionalism and compassion of the leadership, Officers and all members of staff. We believe that once these values are embraced and entwined in every interaction that compassion and professionalism will become contagious.

Status July 1, 2020. Unknown

Status now. The Center has established a Mission Statement, Statement of Values that are posted on our website and throughout the facility that is discussed as part of pre-service training. Administration has met with all staff, Lt. and above as well as all the department heads to discuss and explain the mission, vision, and value statements.

Plans for future. In that the current Mission, Vision and Value statements were written prior to the transition, jail staff were not included in their development. Greg Williams has talked to someone that is not a part of the Jail staff to facilitate a mission/values discussion to determine if new statements need to be developed or enhance understanding/ownership of the current statements. This is something Greg feels he has not been safely able to pull staff off shift for several days yet to hold this meeting. OCDC Administration is committed to continuing to live out the Mission and Values of OCDC in its everyday work. OCDC wants to continue to create an environment where its staff is leading and learning by example.

Recommendation: OCDC, the Oklahoma County Public Defender, and Judges must immediately be equipped with personnel who have access to NCIC.

Status July 1, 2020. At the start of Trust operation of the OCDC, the former Sheriff did not leave any personnel with NCIC access. This lack of NCIC access has delayed booking, processing and release times.

Status now. The OCDC has recently received an ORI number and has three computers designated for NCIC terminals. Licenses and software have been purchased for these

computers and one has been loaded with the software. Investigative staff have been trained as operators and are currently running NCIC checks as needed. The users in intake and discharge as well as Human Resources should be approved for training by the end of October. Currently awaiting fingerprints and clearance from the OSBI.

Plans for future. Software will soon be loaded on the other two computers, located in intake/discharge and in human resources. As the software is loaded, training will be provided for the staff in both areas. We expect this new NCIC access to reduce booking times and processing times.

Recommendation: Classification process should begin at drop-off/intake. Classification should evolve to include proactive and preventative, evidence-based measures to determine if individuals are even fit to gain entry into the facility. That form of classification approach would also help identify health risks, safety red flags, and potentially preventable liabilities. Such a protocol is in place at the Cleveland County Jail. Please see attached Booking Questionnaire from CCDC. This should be the first line of response to high risk individuals from entering the facility. It can also help with more adequate placement/housing for those entering.

Status July 1, 2020. None

Status now. When Jail Tracker was being brought on-line, we evaluated several classification systems and could not find an objective and validated tool that we felt would be helpful with assessing risk and needs.

Plans for future. We have requested as copy of the CCDC (Cleveland County Detention Center) Booking Questionnaire, will assess it and confer with CCDC, and if appropriate, would implement it.

Recommendation: Classification system developed for free by CCDC staff should be reviewed and evaluated by OCDC classification staff. It was developed based on DOJ standards and could potentially be more accurate. This decision should be made by those using the system daily.

Status July 1, 2020. None.

Status now. When Jail Tracker was being brought on-line, we evaluated several classification systems and could not find an objective and validated tool that we felt would be helpful with assessing risk and needs.

Plans for future. We have requested as copy of the CCDC (Cleveland County Detention Center) Booking Questionnaire, will assess it and confer with CCDC, and if appropriate, would implement it.

Recommendation: The unused office(s) across from “Atty/Bonds” could be utilized to provide space, connectivity, and communications for a task force of community based organizations (CBO), Non- Governmental Organizations (NGO), and Governmental Organizations to help

identify and facilitate a pairing with incoming potential residents with programs that will assist with an early release or “bail”.

Status July 1, 2020. None.

Status now. There is vacant space in the southeast corner of the Center that was used by the Sheriff but is now vacant. The area was once very prone to “flooding” and still has some issues with water but has much improved. The area is not secure as it has very low drop ceilings and has two unsecure outside walls.

Plans for future. Connecting detainees with resources is a laudable goal, but might be more appropriate after intake has been completed. The consistent request of OCDC partners is to streamline and shorten the booking process. To require more information to be distributed or collected at booking would have the opposite effect of streamlining the booking process. We are currently working with DMH and NorthCare to establish office space in the receiving area to provide case management services (including upon re-entry) to detainees known to have a mental health history. OCDC has communicated with TEEM to establish a presence in the jail to visit with detainees after they receive classification in the booking process.

Recommendation: Detention Officers including Officers with the appropriate rank would have to be assigned to the “task force” to provide secure movement and security.

Status July 1, 2020. Unknown

Status now. OCDC does not currently have a specific “task force” assigned to analyzing classification or providing secure movement and security. OCDC Administration and classification staff leaders follow verified classification methods and national best practices.

Plans for future. OCDC staff will take the idea of a task force into consideration and have more conversations as to what the specific goals and purpose of such a task force would be. Creation and implementation of this task force is unknown at this time. However, OCDC is very committed to analyzing its classification structure and ensuring that it prioritizes safety and security for staff and detainees.

