

# *2016 END OF THE YEAR STATISTICAL REPORT- DOUGLAS COUNTY CORRECTIONAL FACILITY– LAWRENCE, KS*

In the following pages you will find an overview of the many responsibilities, accomplishments and challenges the staff at the Douglas County Correctional Facility (DCCF) faced in the 2016 calendar year. We hope the information provided in this annual report is beneficial and provides the citizens of Douglas County, as well as elected officials and our community partners with a greater understanding of the services the DCCF staff provides year round.

In 2016, as in the previous year, the DCCF continued to see an increase in the average daily population of inmates, with a continued increase in the number of female inmates. The increase in the average daily population has required the DCCF to continue housing inmates in other area correctional facilities.

As in prior years, one of the top priorities for the Sheriff's Office was providing essential mental and medical health support and care for our inmates. The Sheriff's Office has partnered with Bert Nash Community Mental Health Center to provide on-site mental health assistance and support that most corrections facilities don't have access to. These mental health programs not only assisted inmates with their reentry back into society, but helped them learn to cope and manage the symptoms of their illnesses.

The DCCF's reentry program also continues to be a top priority for the Sheriff's Office. In 2008, a reentry director was hired and the program was started with the goal of providing programs and resources to our inmates to lessen their chance of re-offending and returning to a correctional facility. Some of the programs inmates took part in this year included life skills classes, such as job readiness and parenting outreach programs, and cognitive behavioral programs, such as substance abuse and anger management classes. DCCF also continued its partnership with the Lawrence School District Adult Education program and seven inmates completed high school diplomas this year as a result of that partnership. Other inmates continued their education after being released from the DCCF.

During 2016, the Sheriff's Office continued the initiative allowing staff to rotate more frequently between the Operations and Corrections Divisions. This has improved the skill set and knowledge base of staff and strengthened the department as a whole. As in the previous year, there were some staffing challenges due to retirements and resignations. The Sheriff's Office held three basic corrections officers' academies to train new employees so DCCF could continue to provide professional and high quality services to inmates and the community.

It's the DCCF's professional, dedicated and hardworking staff that has afforded this agency the ability to provide the number of excellent services for inmates all while continuing to provide its core responsibility to the community, public safety.

Sheriff Kenneth M. McGovern

# 2016 END OF THE YEAR STATISTICAL REPORT

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# The Purpose of the Jail and Its Role in the Local Criminal Justice System

CORRECTIONAL FACILITIES ARE ONE OF THE MANY COMPONENTS OF THE CRIMINAL JUSTICE SYSTEM AND, AS WITH MOST OF THE OTHER COMPONENTS, SOME OF THE FUNCTIONS OF CORRECTIONAL FACILITIES HAVE CHANGED OVER TIME. FIRST AND FOREMOST, THE PRIMARY PURPOSE OF ANY CORRECTIONAL FACILITY IS TO PROVIDE PUBLIC SAFETY. ADDITIONALLY, THE CORRECTIONAL FACILITY IS USED TO ADDRESS THE NEED FOR DETENTION BY LAW ENFORCEMENT, THE PROSECUTOR OR THE COURTS. IN RECENT YEARS THE CRIMINAL JUSTICE SYSTEM HAS COME TO UNDERSTAND THAT MERELY PROVIDING BASIC CARE AND CUSTODY OF THOSE BEING HELD IN CORRECTIONAL FACILITIES IS INSUFFICIENT. ADDITIONAL PROGRAMS AND SERVICES TO HELP INDIVIDUALS SUCCESSFULLY TRANSITION AND REENTER BACK INTO THE LOCAL COMMUNITY ARE ESSENTIAL.

## MISSION

Our Mission is to provide safe, secure, humane, and legal treatment for all. Through training, collaboration, and leadership development our staff is committed to working as a cohesive team of professionals providing a positive and progressive environment focused on assisting inmates in becoming contributing members of our community.

The core values for the facility are the same as those developed in 2007 by a team of corrections staff members. Each of the six core values are placed on the points on our agency badge, which helps give significance to their foundation. The core values identified by staff are as follows:

- 1) Team Work
- 2) Commitment
- 3) Accountability
- 4) Trust
- 5) Integrity
- 6) Staff Development.

These six core values are displayed throughout the DCCF. Staff is reminded of these core values not only in a visual manner daily but discussions are held related to these core values during training and staff meetings.

# Jail Effectiveness Indicators

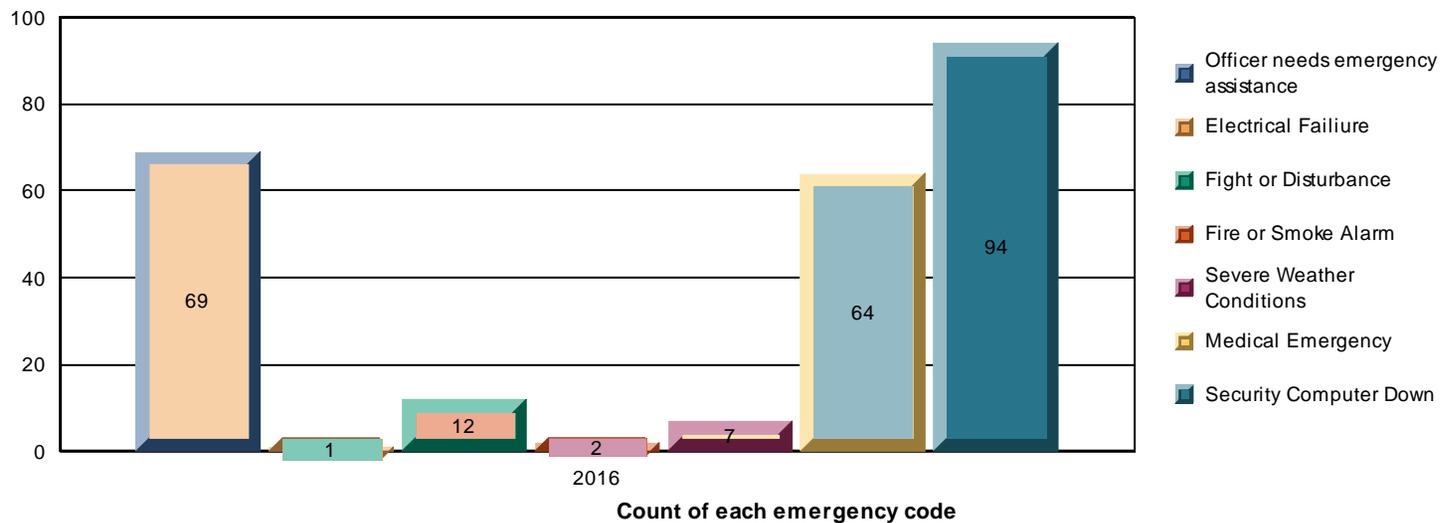
JAIL EFFECTIVENESS INDICATORS REPRESENT A MEASURE OF OVERALL FACILITY EFFECTIVENESS IN TERMS OF SECURITY, SAFETY, HEALTH, INMATE BEHAVIOR, AND PROGRAM PARTICIPATION. THIS SHOULD HELP IDENTIFY AREAS OF CONCERN IN KEY AREAS RELATED TO THE MISSION OF THE ORGANIZATION AND HELP TRACK CHANGES OVER TIME.

## SAFETY INDICATORS

### Number and type of incidents involving inmates assaulting other inmates:

Due to the nature of any correctional facility and the types of offenders housed within the facility, it is difficult to totally eliminate these types of occurrences. Ongoing efforts of proactive “inmate classification” and “no contact orders” has limited the number of inmate on inmate assaults. This proactive approach also helps to reduce the number of inmate-to-facility litigation situations. The facility emergency code 200 is used for response to a Fight or Disturbance. In 2016 the facility had 12 code 200 response calls. See below all of the emergency response calls for the DCCF in 2016.

### Emergency Codes Called in DCCF - 2016



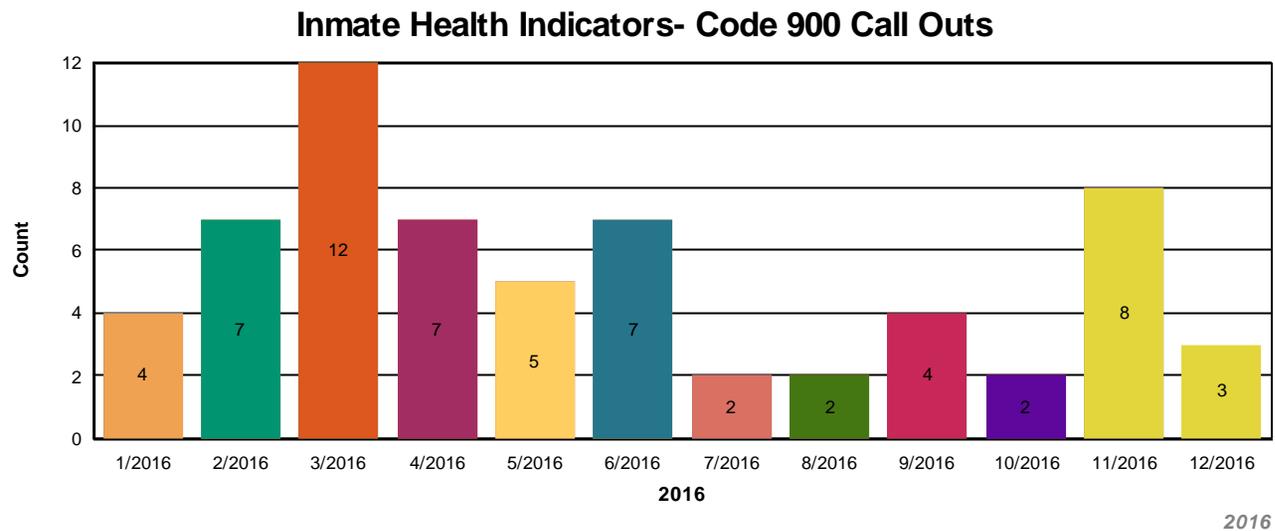
## HEALTH INDICATORS

**Number and Type of medical emergencies involving inmates (such as trips to the emergency room, emergency response by medical professionals to the DCCF):**

These situations are monitored closely as they could have a profound impact upon facility budget and possible litigation from those involved.

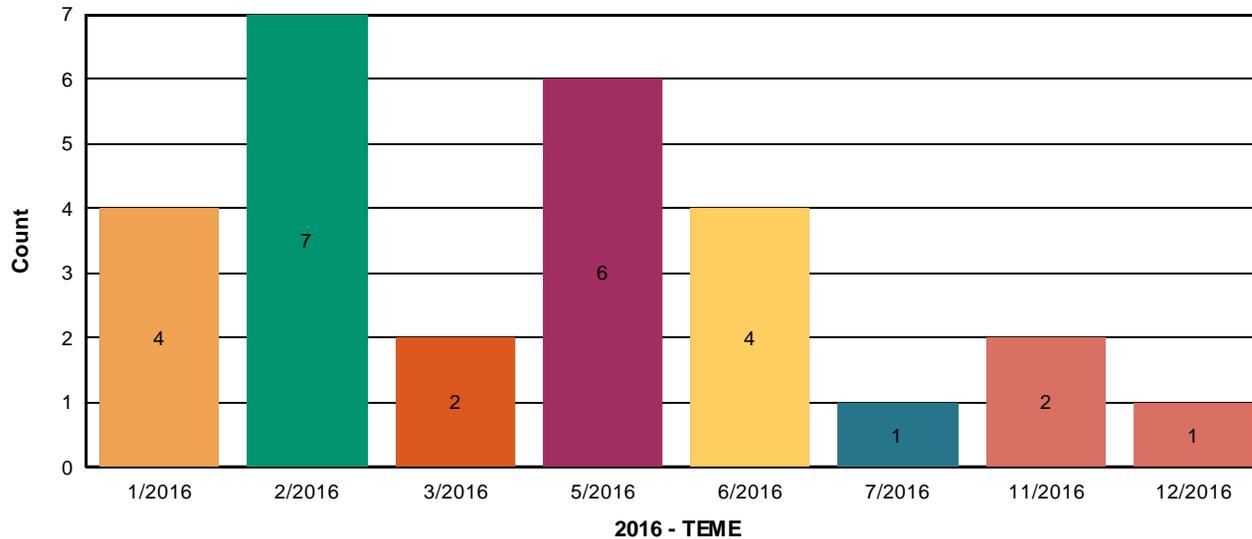
All inmate medical care within the facility is provided by contract providers.

It is the policy of the Douglas County Correctional Facility to have an emergency code system that alerts staff to emergencies in the facility. A Code 900 alerts staff that a medical situation is occurring or has occurred. Medical staff are present 24/7 at the DCCF, and they respond to all medical situations. In 2016, there were 64 medical emergency situations. See the chart below for a summary of monthly occurrences (2013: 47, 2014: 35, and 2015: 68).



There were 27 unscheduled inmate visits to the hospital during 2016. When comparing this total to the Code 900 medical emergency response, 42.18% of the emergencies resulted in a hospital visit. These hospital visits covered a wide variety of medical situations from minor stitches to seizures.

## Inmate Health Indicators- Emergency Transports

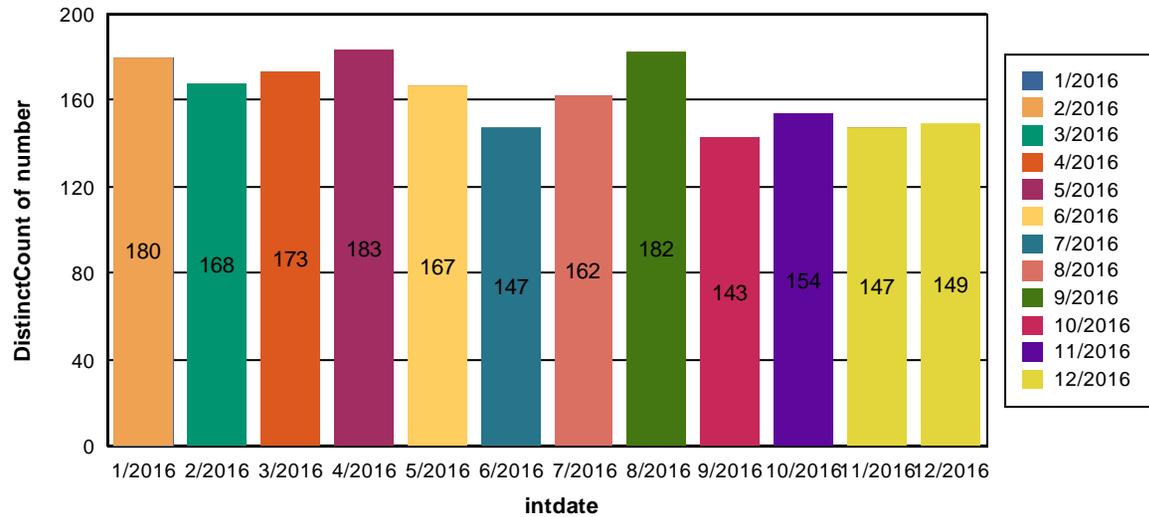


### Number of inmates flagged as having mental health issues:

DCCF staff continually receives training on how to recognize the signs of mental health issues or suicidal tendencies. The current jail management system allows individuals to be flagged for possible mental health issues, suicidal tendencies, and placement on suicide watch based on officer observation, inmate response, or mental health professional recommendation. These flags help staff to streamline referrals to mental health services and be knowledgeable about possible self-harm individuals. In 2016, out of 5,329 bookings, those with one of these three precautionary flags; mental health issues, suicidal tendencies, and suicide watch totaled 1,238, or 23% of those booked into the DCCF.

Please note that a mental health flag does not necessarily represent an actual diagnosis. A flag is many times automatically generated based upon an inmate’s unverified response to questions asked during the booking intake assessment or an officer’s observation. A person under the influence of a controlled substance can sometimes also display symptoms similar to those observed for some mental illnesses.

## Number of Distinct Inmates at Booking with Designated Mental Health Flag



**Number and type of inmate deaths:** In 2016, the Douglas County Correctional Facility had no in-custody inmate deaths.

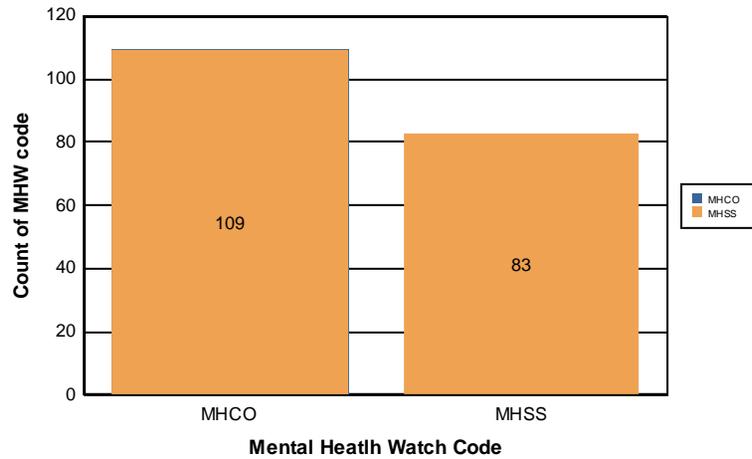
**Number of suicide watches and close observation watches:** Since 2007, inmates on suicide watch are constantly monitored one-on-one by a DCCF staff member. In 2016 there were 109 close observations watches and 83 suicide watches performed by DCCF staff.

Further breakdown of the 109 close observation watches performed (calculating between the beginning date and time and the end date and time) reveals that DCCF staff monitored close observation inmates for a total of 231 full days during 2016.

Further breakdown of the 83 suicide watches performed (calculating between the beginning date and time and the end date and time) shows DCCF staff spent 124 full days during 2016 observing inmates who were placed on suicide watch.

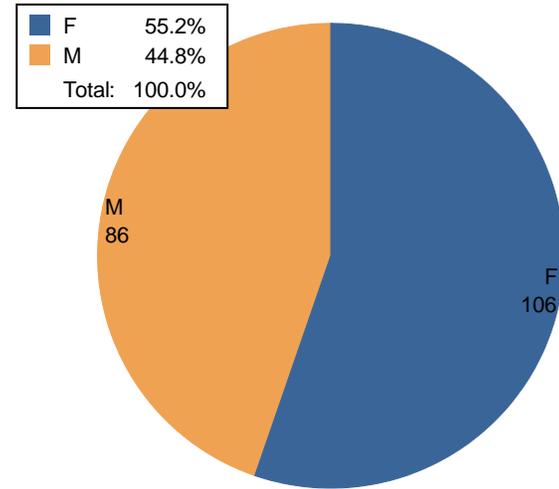
### Inmate Mental Health Watches 2016

MHCO - Close Observation Watch - MHSS - Suicide Watch

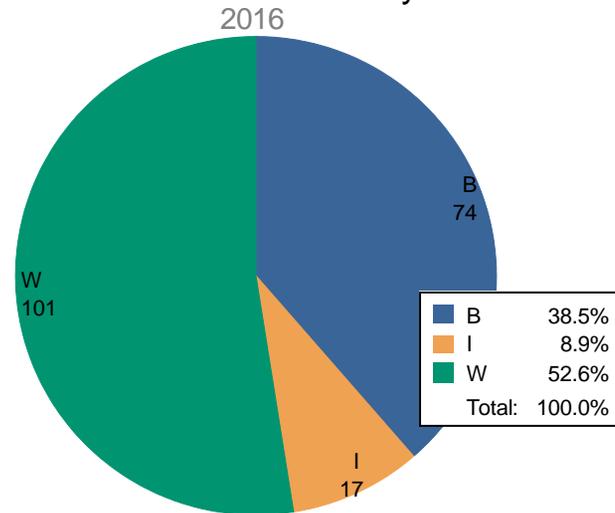


### Mental Health Watches by Gender

2016



## Mental Health Watches by Race



The gender (M=Male, F=Female) and race breakdown (A=Asian, B=Black, I=Indian, W= White) of the 192 watches are reflected above.

## REENTRY AND PROGRAMS PARTICIPATION INDICATORS

### Reentry Overview 2016 – Reentry Services, Case Management and Programs:

*The Reentry Program’s mission is to enhance public safety by bringing together the public and private resources of Douglas County to help persons incarcerated successfully re-enter our community as contributing, self-sufficient and law-abiding citizens.*

#### Reentry Services:

We embrace the philosophy that reentry services should be available to every individual who is booked into the Douglas County Correctional Facility. Services are provided through; Acute Case Management (Resource and Guidance), Intensive Case Management, DCCF Programs and Pre-trial Interventions. We seek to remove barriers such as; lost ID, access to mental health services, employment assistance, etc., to help these individuals successfully transition back into their community.

During 2016, Reentry Team Members have been increasingly involved in the development of community initiatives to reduce the incarcerated population in Douglas County. Special projects include: Assess-Identify-Divert (AID) Program, Criminal Justice Coordinating Council, Behavioral Health Court, Pretrial Release Program and the national Stepping Up Initiative. The AID program was recognized for their work to reduce the number of mentally ill people in jail as part of the Stepping Up Initiative and was selected to present the program at the National Association of Pretrial Services Agencies Conference in Salt Lake City, UT. The Criminal Justice Coordinating Council was started in March, at the Sheriff’s recommendation and as a goal of the Justice Mental Health Collaboration Grant. The Behavioral Health Court began piloting in July and is funded to start in January, 2017. The Pretrial Release Program is moving forward with the support of the CJCC and is expected to fully begin in March, 2017.

#### Case Management:

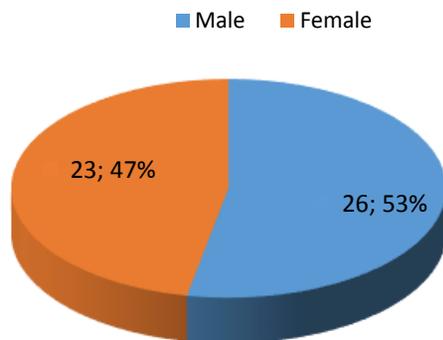
Reentry services are available to all inmates at the DCCF. To measure these services, case management is divided into two categories: Resource and Guidance is removing barriers by providing short term acute case management. Some examples would include but are not limited to providing assistance with obtaining an ID, replacement of a social security card, or linkage to social services in Douglas County.

### Reentry Case Management



Intensive Case Management is goal oriented case management and programming that begins at the DCCF and extends into the community. ICM clients have been sentenced and volunteer to utilize these services during their incarceration and up to six months post-release. We seek to reduce the recidivism of these offenders by following the Risk/Need/Responsivity model of case management; assess for risk, identify needs that create the risk and meet the client where they are at in the Stages of Change. We coordinate with partnering agencies in the community to provide clients with services that fall outside the scope of those provided by reentry personnel. This has been well received by our clients and community partners. During 2016, the majority of inmates eligible for ICM were housed in other counties once they were sentenced. This has been a significant barrier for moving the inmate through the Stages of Change and establishing relationships that continue into the community. For this reason our ICM cases have decreased at a time when they are most needed. Alarming is the increase in recidivism this year. This is attributed to the principle of dosage. National data states that 100-200 hours of cognitive behavior program dosage is required to reduce the level of risk. On any given day, 75% of reentry eligible inmates are housed in other counties and do not receive programming. This creates a barrier to discharge planning and eliminates the reduction of risk through programs.

## Reentry Inmates



## 49 Intensive Case Management Clients

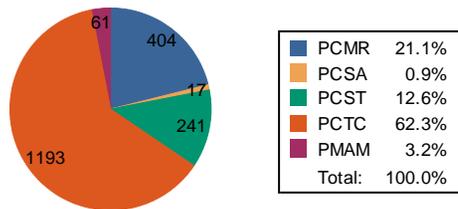
- 33% Referred to Substance Abuse Services
- 39% Referred to Mental Health Services
- 24% Received Housing Assistance
- 41% Received Employment Assistance
- 45% Recidivism Rate

**Programs:**

Cognitive Behavioral programs are open to all inmates and are required for Intensive Case Management clients. In 2016 the following programs were offered; Moral Recognition Therapy (MRT), Stinkin’ Thinkin’, Thinking For a Change (T4C), Substance Abuse Programming (SAP), Interactive Journaling, and Anger Management. MRT, T4C and SAP were offered in the community at the United Way Center and Penn House in partnership with Douglas County Community Corrections. SAP is a new cognitive behavioral intervention for substance abuse developed by the University of Cincinnati and utilized by Kansas Department of Corrections. Reentry Staff have been certified to facilitate these programs. Our goal is to offer programs to all the DCCF classifications and multiple classes in the community to be responsive to a variety of work schedules.

**Cognitive Behavioral Intervention**

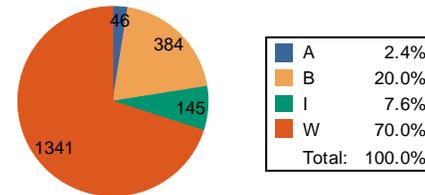
PCMR- Moral Recognition Therapy, PCSA- Substance Abuse Program, PCST- Stinkin Thinkin, PCTC- Interactive Journaling, PMAM- Anger Mangement



2016

**Cognitive Behavioral Intervention**

A= Asian, B= Black, I= Indian, W=White



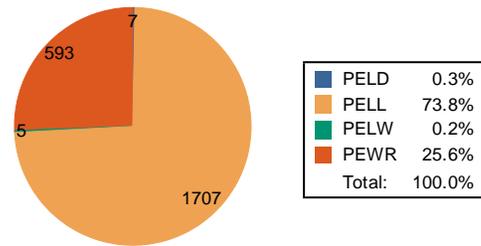
2016

A total of 372 inmates participated in Cognitive Behavioral Intervention programs; there were 1,916 entries by officers in this area of programs. Programs in this area are provided by DCCF Reentry staff.

Educational programs continue to be a priority for the DCCF. The partnership with the Lawrence School District Adult Education Program continues to be successful with 7 inmates completing high school diplomas this year, bringing the six year total to 29. Several former inmates have continued their education at the Centennial Education building post-release. In addition to the Adult Education Program, inmates participate in Creative Writing classes taught by community volunteers.

### Educational Programs

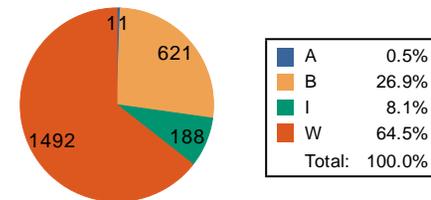
PELD - High School Dipolma Received,  
PELL- Learning Lab, PELW- Learning Lab  
in WR, PEWR- Writing Class



2016

### Educational Programs

A= Asian, B= Black, I= Indian,  
W=White



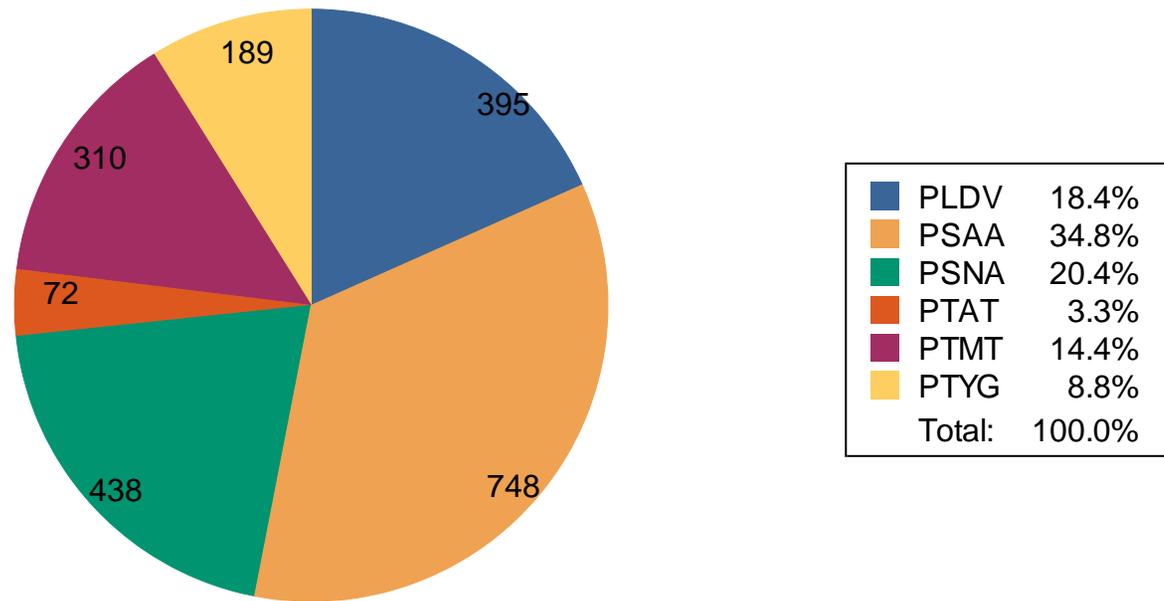
2016

A total of 275 inmates participated in Educational programs; there were 2,312 entries by officers in this area of programs. Programs in this area are provided an assigned USD 497 teacher and community volunteers.

Life Skills programs are open to all inmates and include job readiness, parenting, art therapy, music therapy and the Bert Nash Life Skills program. Most of these classes are taught by community volunteers. They not only help inmates learn skills that can lead to success outside of the DCCF, but they provide inmates with an opportunity to get away from the feel of a jail environment and participate in pro-social activity.

## Life Skills

PLDV-Domestic Violence Awareness, PSAA - Alcoholics Anonymous, PSNA - Narcotics Anonymous, PTAT- Art Therapy, PTMT- Music Therapy, PTYG-Yoga



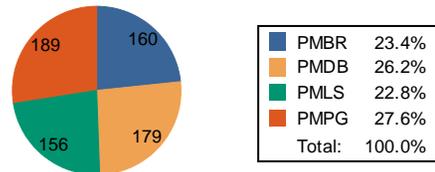
2016

A total of 431 inmates participated in Life Skills programs; there were 2,153 entries by officers in this area of programs. Programs in this area are provided by community volunteers.

Mental Health programs are conducted by the Bert Nash Community Mental Health Center staff at the DCCF. These programs assist inmates not only with their reentry back into society, but to cope and manage the symptoms of their illness. When possible, offenders are encouraged to follow-up with a similar class offered at the Bert Nash Center post-release.

### Mental Health Programs

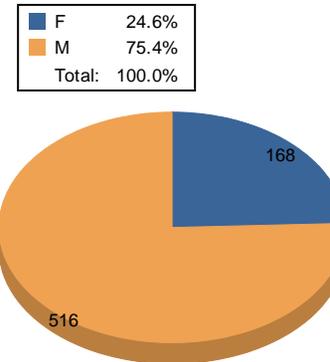
PMBR- Bert Nash Recovery, PMDB - DBT Group, PMLS= Mental Health Life Skills, PMPG- Parenting Group



2016

### Mental Health Programs

F= Female, M= Male



2016

A total of 277 inmates participated in Mental Health programs; there were 684 entries by officers in this area of programs. Programs in this area are provided by Bert Nash Community Mental Health Center.

### Assist-Identify-Divert (AID) Program

In 2015, recognizing a need to relieve jail overcrowding and identify alternatives to jail for people with mental illnesses, Douglas County leaders sought out policy and practice changes that could be put into place that would lead to better outcomes for their residents. The Board of County Commissioners supported the development of a Criminal Justice Coordinating Council to enhance collaboration among the various agencies and systems (including other municipal law enforcement agencies) needed to work on this issue. All Douglas County law enforcement agencies also committed to training 100 percent of their law enforcement officers in Crisis Intervention Teams (CIT) and all jail staff in Mental Health First Aid.

As part of its initial efforts, Douglas County solicited the assistance of a consulting firm and the University of Kansas to identify individuals with serious mental illness (SMI) in the jail and establish baseline prevalence data. They used the resulting study to inform a grant application to the U.S. Department of Justice’s Justice and Mental Health Collaboration Program (JMHCP) to expand the case management and services Douglas County provides to people

with mental illnesses in the jail. The Douglas County Sheriff's Office (DGSO) was awarded the grant and worked with the Bert Nash Community Mental Health Center (Bert Nash) and the University of Kansas to develop the Assist-Identify-Divert (AID) Program.

Recognizing that early identification can lead to early interventions and better outcomes, individuals in the jail who are identified as having a potential SMI are then referred to Bert Nash clinicians who are co-located inside the jail to determine their eligibility for the AID Program. An individual is eligible for the AID Program if he or she is a Douglas County resident and is not being held on violent charges. If a person is deemed eligible, an AID clinician conducts a battery of screenings and assessments, including a full mental health assessment, a risk of recidivism assessment (Level of Service Inventory – Revised: Screening Version), substance use disorder screening using the SBIRT (Screening, Brief Intervention, and Referral to Treatment), and a trauma screen (Brief Trauma Questionnaire). In some cases, these individuals will then be referred to intensive outpatient mental health services or for a full substance abuse evaluation.

From these assessments, the clinician will work with the individual to create a strengths-based case plan that focuses on the activities he or she needs and is willing and able to do to be successful. The clinician will then provide community-based case management, including referrals to behavioral health court or linkages to services and supports, depending on a person's needs. The clinician attends all of his or her client's court appearances and helps to coordinate with other agencies around the individual's needs. The program developed a multi-agency consent for release of information form that participants can sign allowing various agencies within the county (e.g., court staff, Sheriff's Office, treatment and housing programs) to share information about them and their case.

**Since the AID Program started in March 2016, clinicians have identified 127 eligible participants, 113 of whom participated and received services in the community. More than 80 percent of participants have successfully completed the program.** The DGSO and Bert Nash are working with the University of Kansas to conduct a formal evaluation of the program in early 2018, and the DGSO included full funding for the program in its budget to sustain the efforts.

#### **Notification to Appear (NTA) program:**

Individuals who bond out of the DCCF received reminder phone calls for their next court appearance. 2,883 Individuals were contacted in 2016.

#### **Barriers and Outcomes:**

Recidivism continues to be the primary measurement tool for Reentry Services. A baseline rate of 44% was established utilizing all DCCF populations for 2008, 2009 & 2010. From 2011-15, the recidivism rate is 34%. Each year our goal is 22%, half of the baseline rate. For 2016, the rate increased to 45%, our highest ever. This dramatic increase is directly linked to reentry eligible inmates being housed out of county, unable to meet with a case manager and participate in cognitive behavioral programs. During 2011-15, reentry clients received an average of 75 hours of cognitive behavioral programs before being released to the community. In 2016, many clients received less than five hours. To stem this tide, Reentry will be requesting an additional case manager to visit inmates housed out of county weekly.

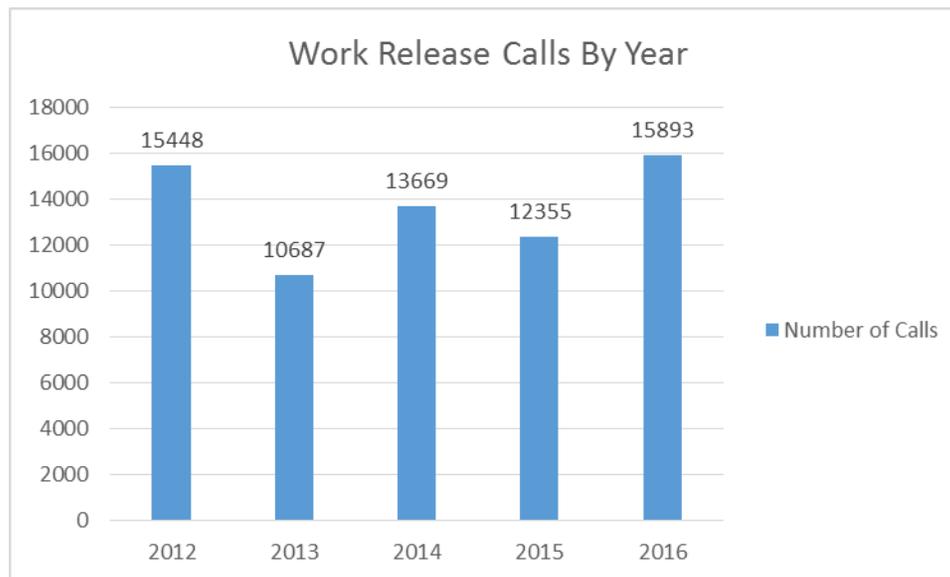
While maintaining caseloads and programs, Reentry has committed resources to the development of incarceration alternatives this year. We view these alternatives as critical to managing the population. Reentry staff and the Sheriff's Office administration continues to assist with the development of these programs to assure a continuum services across the criminal justice system in Douglas County.

## WORK RELEASE

### Number of inmates participating in a work-release program:

**Work Release Calls:** Requiring work release inmates to call the housing unit adds a level of accountability and responsibility to the inmate's freedom outside the facility. This information allows the Work Release supervisor the ability to check on the inmate's location and activity as needed. Each time an inmate on work release changes his physical location he is required to notify the work release pod officer.

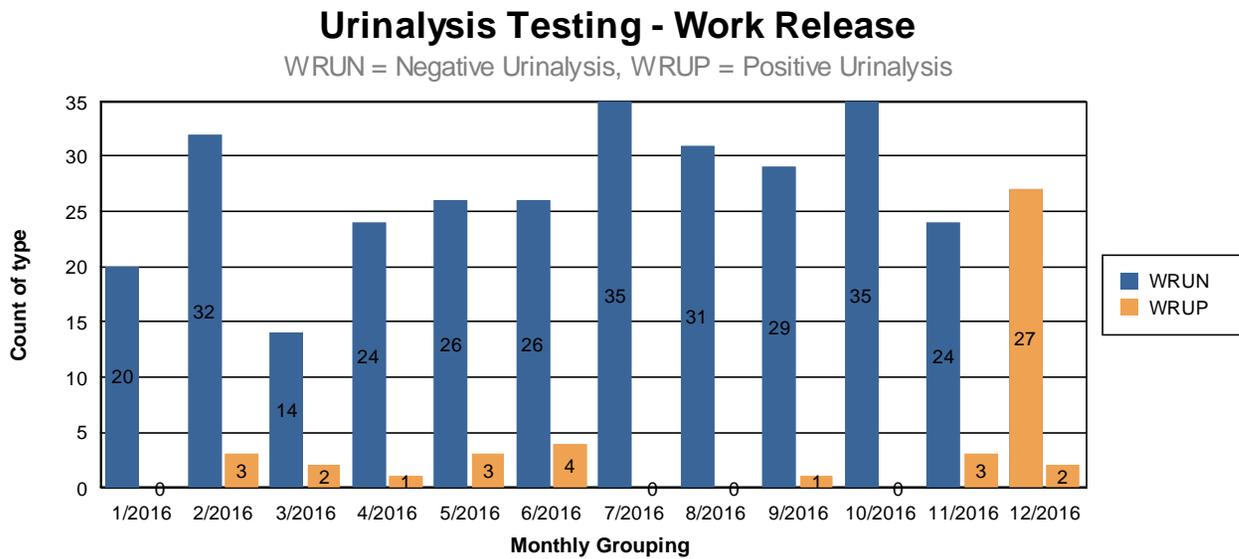
In 2016, 15,893 calls from inmates were made to the Work Release Housing Unit in reference a change of location or some other factor that affected their status while outside the DCCF. This is a 29% increase in calls made to the Work Release Housing unit in 2016 relative to 2015.



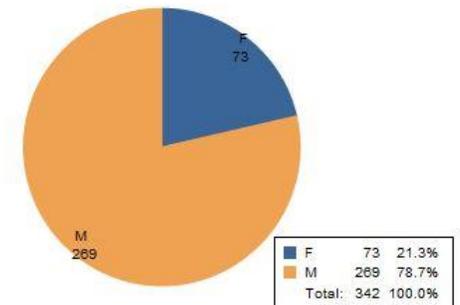
**Urinalysis Testing (U.A.):** Urinalysis testing is administered randomly to inmates who participate in the Work Release program. These tests are administered to follow court orders, encourage accountability and responsibility from the inmates, and to maintain safety and security at the DCCF.

In 2016, 342 urinalysis tests were administered to work release inmates. This is a 14% decrease in urinalysis tests administered in 2016 relative to 2015 (398). 19 of the 342 tests given showed positive for drugs (2016).

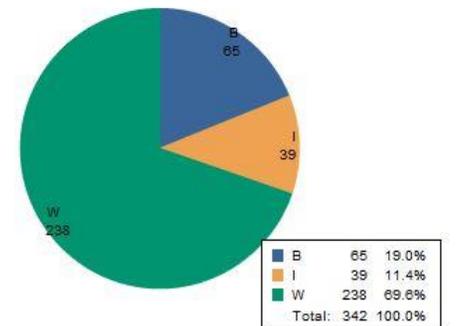
Note: Some of the positive test results are due to medications approved by the DCCF medical staff or drugs used prior to incarceration.



Work Release U.A. Tests by Gender  
2016



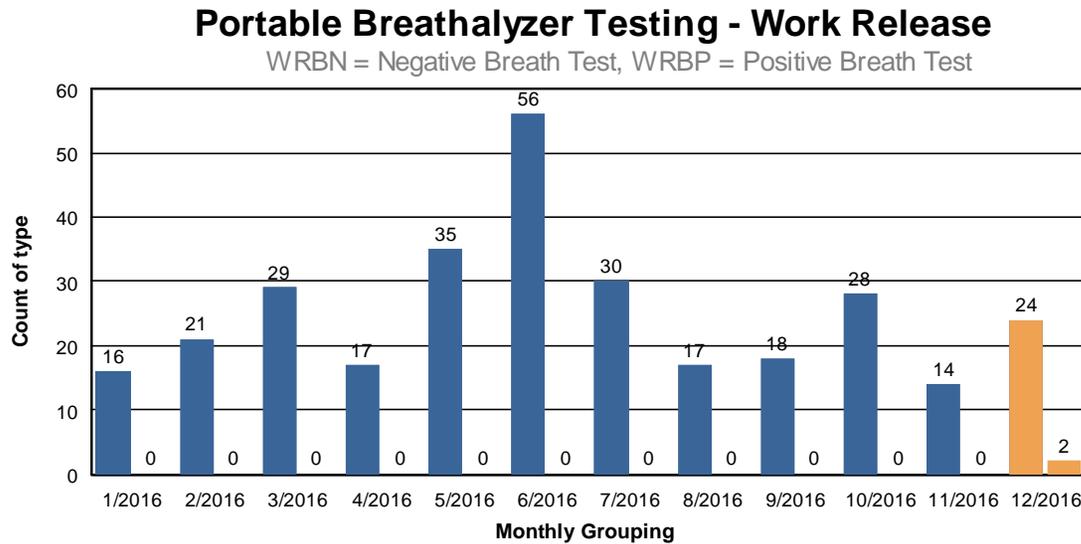
Work Release U.A. Tests by Race  
2016



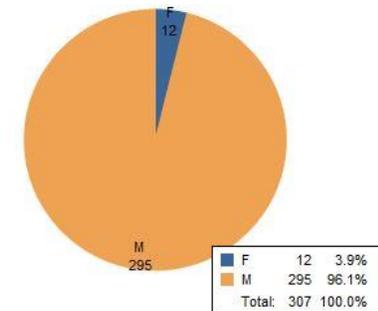
**Portable Breathalyzer Test (P.B.T.):** PBT's are administered randomly to all inmates who are participating in the Work Release program. These tests are administered for the same reasons as previously stated in the drug testing section.

In 2016, 307 PBT's were administered to inmates on the Work Release program. Of the 307 tests given, only 2 showed a positive result for alcohol consumption.

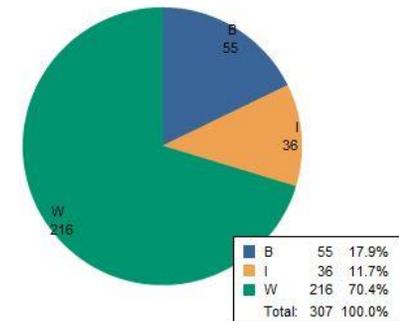
Note: Some of the positive results are duplicate tests given to the same inmate to determine if alcohol level has lowered, raised or to verify the original test.



Work Release Portable Breathalyzer Tests by Gender 2016



Work Release Portable Breathalyzer Tests by Race 2016

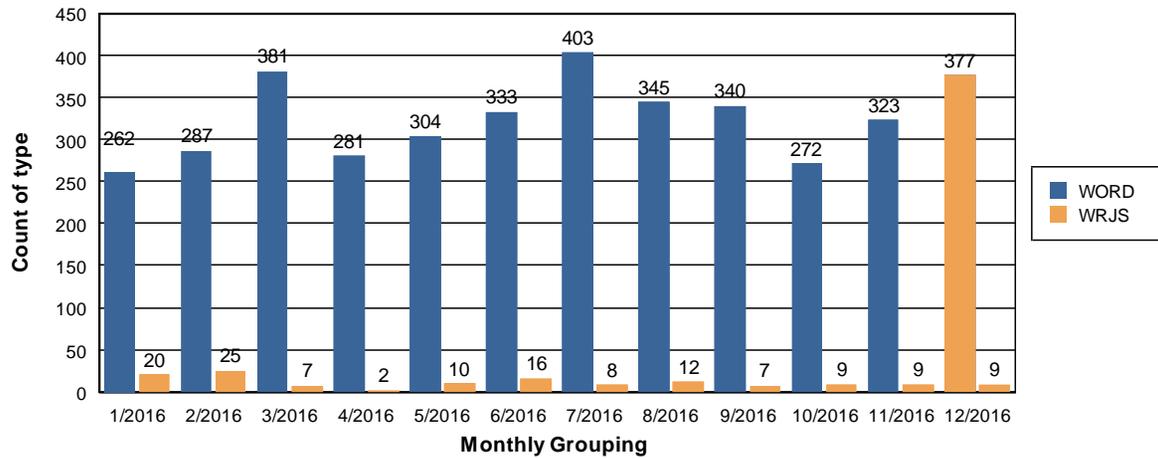


**Work Release / Job Search – Out:** In 2016, the courts ordered inmates to be sent out for work release, job search, treatment, community service or to attend school. There were 4,042 entries made by officers in reference to inmate’s being sent out for work or job search.

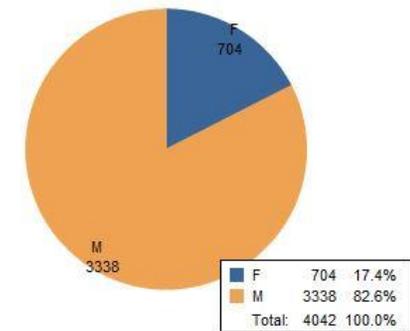
In these 4,042 entries, there were a total of 137 distinct inmates who were released for these services. 3,908 were specific to work release, while 134 of the releases provided inmates with the opportunity to search for jobs.

### Work Release/Job Search

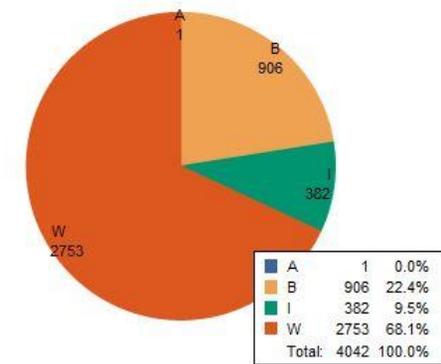
WORD = Work Release Out, WRJS = Job Search Out



Work Release/Job Search by Gender  
2016

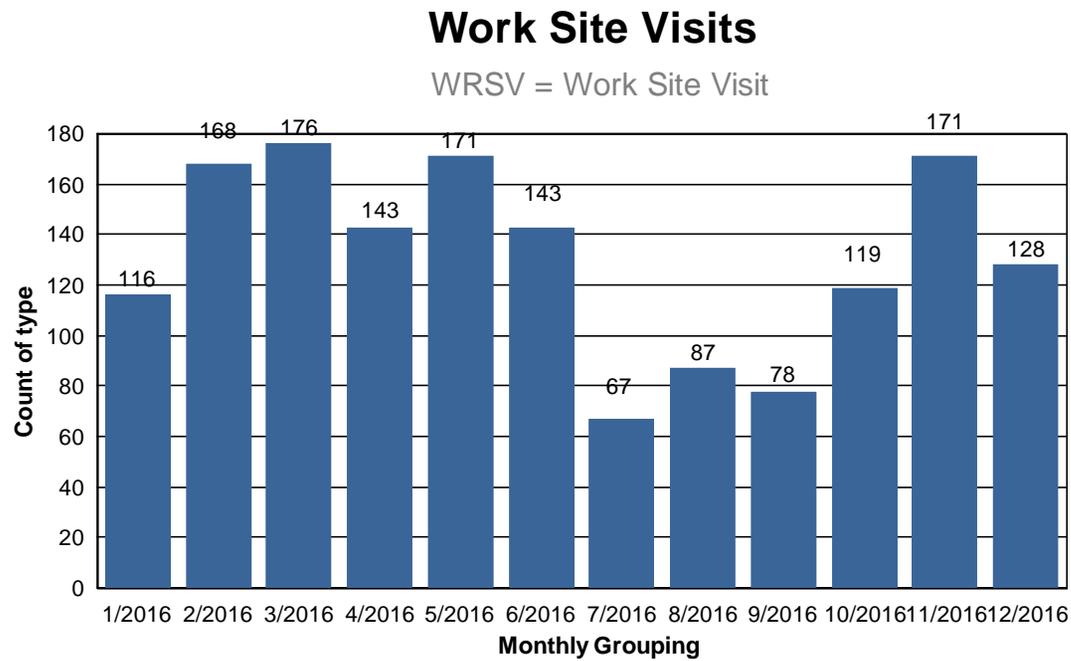


Work Release/Job Search by Race  
2016

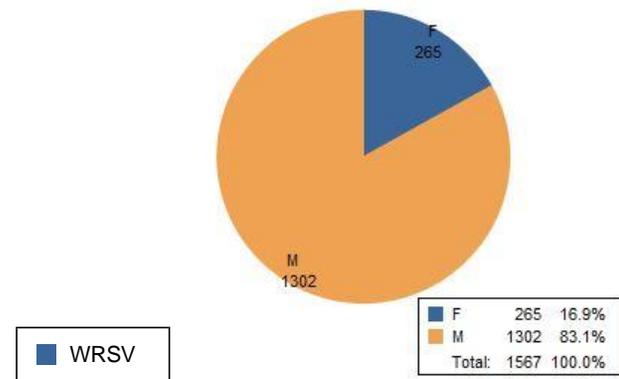


**Work Site Visit:** Inmates in the Work Release program are randomly checked in the community by the Work Release Surveillance Officer to verify all rules and guidelines are being followed. Requiring work release inmates to call in their location to the DCCF adds a level of accountability to the inmate’s freedom outside the facility. This information allows the Work Release supervisor to be able to check on the inmate’s location and activity as needed. In 2016, 1,567 work site visits were conducted by the Work Release Surveillance Officer.

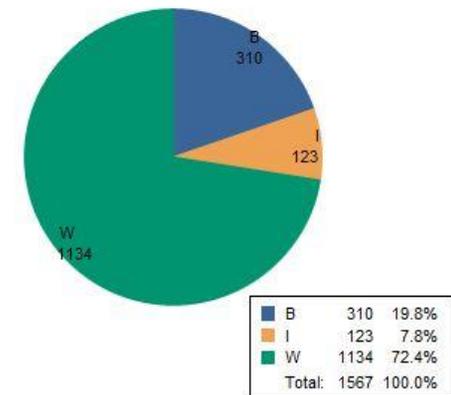
Comparing 2015 to 2016, there was a 16% increase in work site visits.



Work Release Site Visits by Gender  
2016



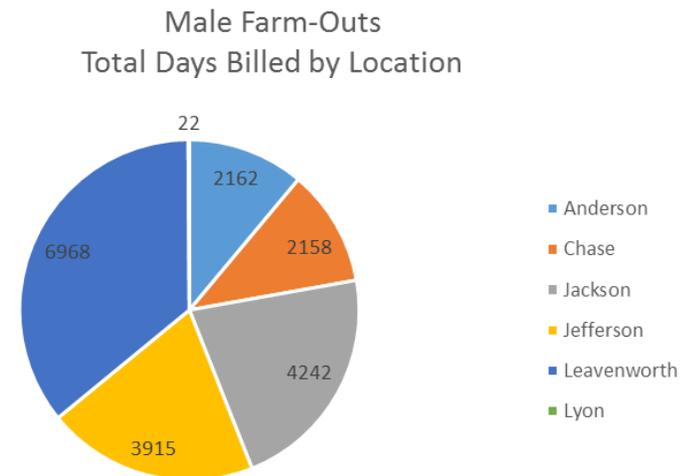
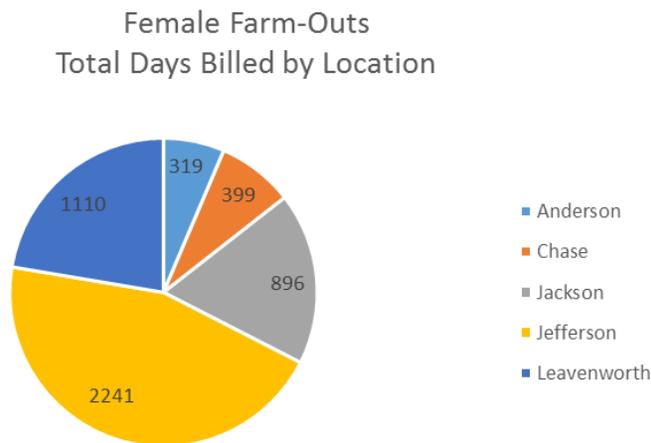
Work Release Site Visits by Race  
2016



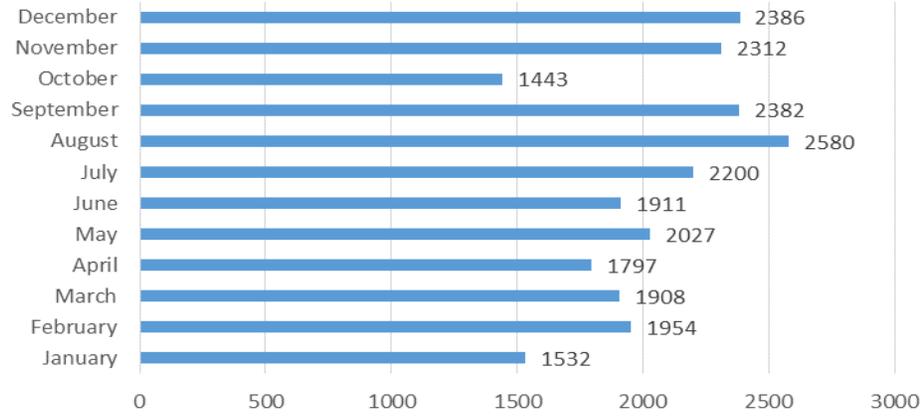
## CONTRACTED HOUSING/OVERCROWDING

### Inmate numbers categorized by gender and total billed days for the year:

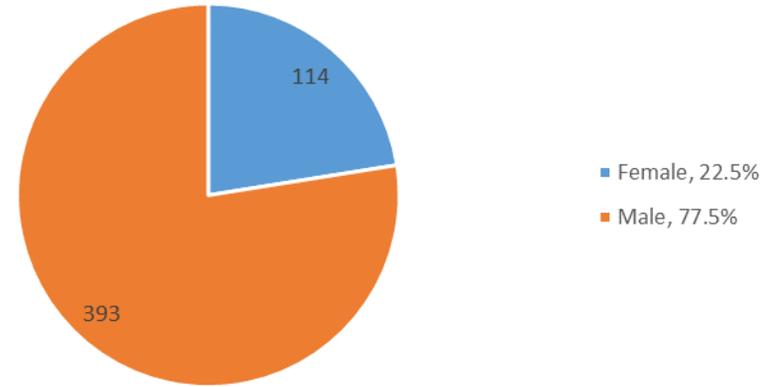
The primary responsibility of the Correctional Facility is to safely and securely detain all persons placed in its custody. Classification is an essential management tool for performing this function. By definition, classification is the process of placing things or people into groups according to some rational idea or plan. A good system of classifying inmates will reduce escapes and escape attempts, suicides and suicide attempts, inmate-on-inmate assaults, and the unnecessary incarceration of non-threatening persons. These outcomes conserve valuable resources by reducing expenditures for legal fees and court costs, overtime pay, and medical care. Moreover, inmate classification can lead to more effective jail operations and more consistent decision making regarding the assignment of inmates to appropriate custody levels. An effective classification system is one that meets its identified goals and objectives while adhering to the fundamental principles of inmate management. A consistent classification system is one that facilitates the same classification and screening conclusions among all classification staff and assures fair and equitable processing of inmates. In a direct supervision model facility, it is essential that each classification have a 10 percent flexible bed movement so that the classification system and disciplinary system can work hand in hand allowing for upward and downward movement into higher and lower classifications. The below charts outline 2016 inmate numbers placed in farm out facilities so that the Douglas County Correctional Facility could operate at a functioning level of classification.



2016 Farm-Out Billed Days by Month



Farm-Outs by Individual's Gender



Anderson	\$86,975
Chase	\$83,755
Jackson	\$234,945
Jefferson	\$234,770
Leavenworth	\$487,095
Lyon County	\$2120
<b>TOTAL</b>	<b>\$1,129,660</b>

# Jail Efficiency Indicators

JAIL EFFICIENCY INDICATORS MAY BE PRESENTED IN TERMS OF COST EFFECTIVENESS AND PERSONNEL MATTERS. THESE INDICATORS ASSIST IN GAUGING THE EFFICIENCY OF JAIL OPERATIONS FROM ONE PERIOD TO ANOTHER OR TO COMPARE WITH THOSE OF SIMILAR JURISDICTIONS.

## COST

### Per Diem cost of housing inmates:

The DCCF's cost per day is historically higher than other facilities because this facility does not "double bunk" except for the female housing unit. By not "double bunking" we eliminate or greatly reduce the possibility of inmate on inmate assault which ultimately reduces the possibility of inmate medical costs and liability. The lack of "double bunking" also reduces or eliminates the spread of communicable diseases within the DCCF which again equates to a reduction in costs of medical expenses. By conducting inmate uniform exchange and inmate hygiene practices daily we believe we are reducing the possibility of health related issues by keeping our inmates and their clothing clean. This proactive approach to inmate hygiene reduces medical costs and promotes inmate accountability within our facility. Both of the above mentioned practices ultimately may increase inmate costs per day but are a great counter balance to more possible expensive situations that could surface if they were not implemented and followed strictly.

For the year 2016, the billing price to house an inmate for other local, Douglas County law enforcement agencies was \$77.12 per day.

In 2016, the following agencies reimbursed the Sheriff's Office for inmate housing as noted below:

Lawrence Police Department = \$756,938.28  
Eudora Police Department = \$6,757.32  
Baldwin Police Department = \$2,375.24  
Miscellaneous Reimbursements = \$19,566.63

Total received for housing = \$785,637.47

**Cost per meal for food service:**

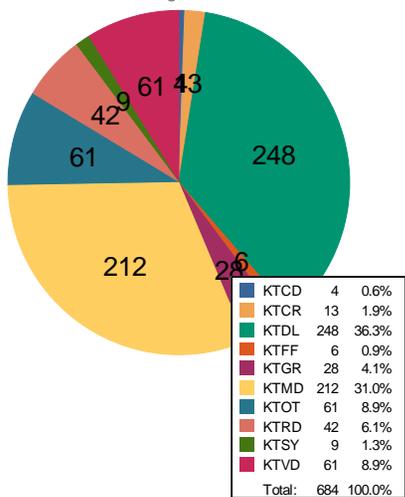
The food service division works diligently at keeping meal prices within budgetary guidelines. Over the years, we have discovered food service or lack thereof is one area that can cause not only inmate litigation but inmate disciplinary concerns. We strive to provide a well-balanced and nutritional meal while remaining within budgetary guidelines. Unfortunately, there are many outside factors that influence the daily cost of meals. Some factors we have found that influence this area are fluctuation in prices related to produce and non-perishable items.

There were 684 special diet placements in 2016 on 369 distinct inmates. 31% of the special diet placements were for medical diets, 8.9% were for Styrofoam/rubber/other trays/finger food etc. based on disciplinary process, and .6% were for religious or personal preference.

The facility's average daily food cost for 2016 was \$1.29 per meal.

### Kitchen Special Meal Codes

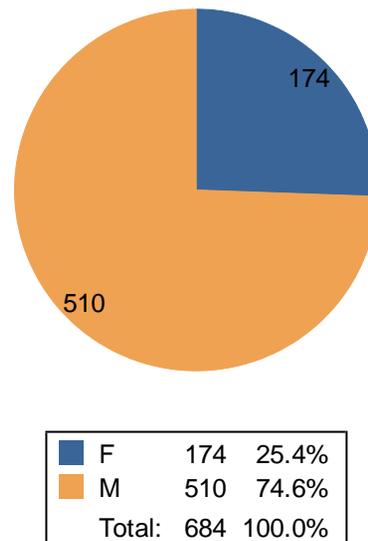
KTCD- Carnation, KTCD- Religious/Medical Diet, KTGR- Gatorade, KTDL- Alternative Meal Service, KTFD- Food Director Entry, KTFF- Finger Food, KTMD- Medical Diet, KTOT- Styrofoam/rubber/tray, KTRD- Religious Diet, KTSY- Soy, KTVD- Vegetarian or Vegan Diet



2016

### Kitchen Special Meal Codes

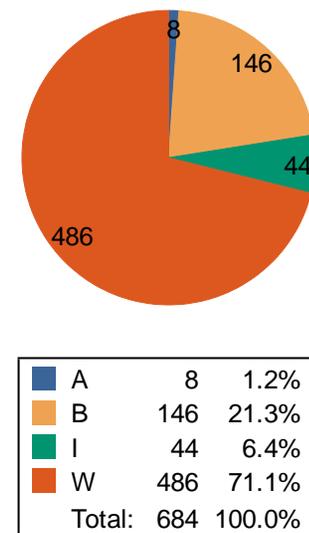
M=Male, F= Female



2016

### Kitchen Special Meal Codes

B=Black, I=Indian, U= Unknown, W=White



2016

**Inmate medical costs:**

One of the most unpredictable line items within the entire county budget is the medical line item for inmates. Not only is the DCCF required to provide housing for each individual arrestee regardless of their medical or mental health condition, we are mandated by law to provide appropriate and adequate medical treatment to each individual.

Costs to provide health care and mental health support for inmates is unpredictable and accurately budgeting for these services is a yearly challenge. In past years, several methods have been used to figure medical costs per inmate. For 2016, the Sheriff's Office determined medical costs per inmate by calculating the amount spent during the year in three specific budget line items (professional medical services, prisoner medical care and medical supplies) and dividing those costs by the 5,329 individuals that were booking into DCCF. Using this formula, the Sheriff's Office spent \$209.17 per individual booked in the DCCF for calendar year 2016.

# REVENUES

Inmate workers are used within the DCCF for facility sanitation, meal preparation and service, library, and laundry services.

By using inmate workers, the Douglas County Sheriff's Office is able to reduce the costs of operating the facility, while allowing inmates, who have been approved by the courts, to work off fines and court costs. Additionally, some inmates are able to reduce the amount of time they spend in jail as their sentence is reduced one day for each day they work as an inmate worker within the DCCF.

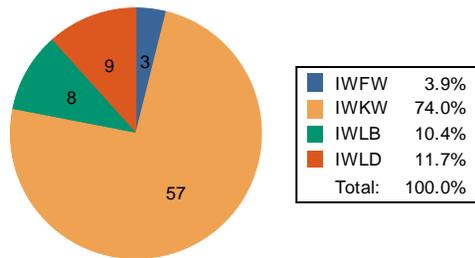
The inmate worker program is also considered a component of the Douglas County Sheriff's Office reentry program, as it allows inmates the opportunity to learn or enhance work-related skills for use upon their release back into the community.

On average, inmate workers are credited \$7.00 per hour for each hour they work within the facility (with the exception of DUI fines, and others set by the court). Taking into account inmate workers receiving day for day credit for time served and paying off fines and court costs, in 2016 inmate workers worked a total of 37,056 hours (4,632 days x average shift of 8 hours). At the average reimbursement rate of \$7.00 per hour, inmate workers provided \$259, 392 in labor to the facility saving the Sheriff's Office and the taxpayers of Douglas County this amount in labor costs.

In 2016, the Inmate Worker program had a total of 77 entries for work placement within the facility involving 71 distinct inmates. Of those 71 inmates in the program, 76% (56) were assigned to the kitchen, 9% (7) were assigned to laundry services, and 15% (11) were assigned to floor and library work.

## Inmate Worker Program

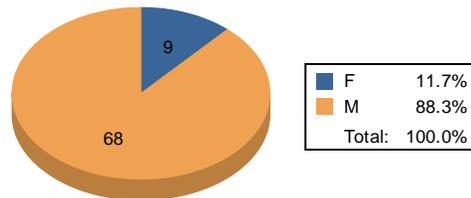
IWAW= Alterations, IFWW= Floor,  
IWKW= Kitchen, IWLB= Library, IWLD=  
Laundry, IWOW= Other



2016

## Inmate Worker Program

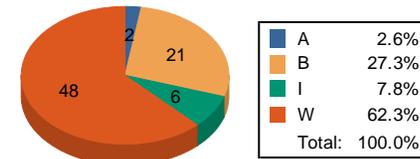
M= Male, F= Female



2016

## Inmate Worker Program

B= Black, I= Indian, W= White



2016

## STAFFING INFORMATION

### **Staff retention rate and/or turnover rate:**

For 2016, the turnover rate for staff at the DCCF was 11.1%. While this number is much higher than the organization would prefer, it is still well below the national average of 20%-40% for individuals working in the corrections field. Realizing it is very costly to hire and train staff, the Sheriff's Office constantly reviews its hiring and recruitment processes.

### **Overtime expenditures and rationale:**

As an organization that must operate 24-hours a day, 365-days a year, well trained, professional staffing is critical in providing individuals held in the DCCF with a safe, secure and humane environment. In 2016, \$468,504.33 was spent on overtime.

### **Staff (general info):**

Most organizations can gauge their respective success, failure, and progress directly through the actions of their staff members. The staff at the DCCF is a key ingredient in our ability to provide a safe, secure, legal, and humane corrections environment. Without professional and dedicated staff members, our efforts at meeting the requirements of our Mission Statement would fall short. DCCF staff are dedicated to the facility, the Sheriff's Office, and meeting the goals identified by division and department administration.

As any successful leader knows that talented, caring, dedicated, and well trained staff are the foundation of any organization, for without them the mission of any organization will be difficult if not impossible to accomplish. The Corrections Division of the Douglas County Sheriff's Office is fortunate to have professional staff who meet all of the attributes necessary to successfully accomplish its mission. We are also fortunate to have the support of the Douglas County Board of County Commissioners who recognize the importance of providing the necessary budgetary support to meet our goal of providing safe, secure, humane, and legal treatment for all.

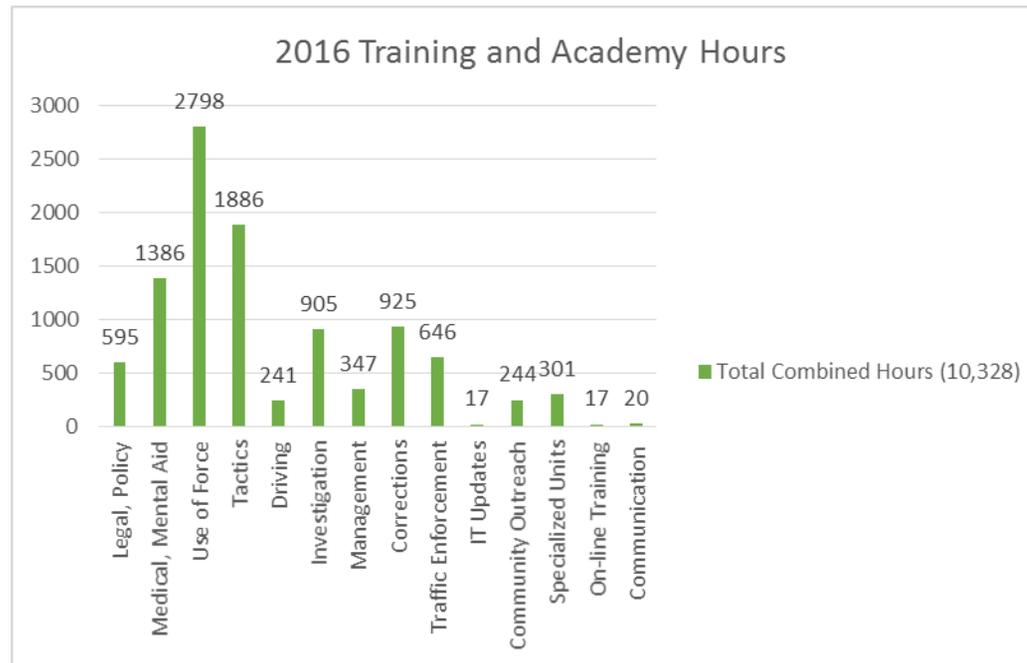
# TRAINING

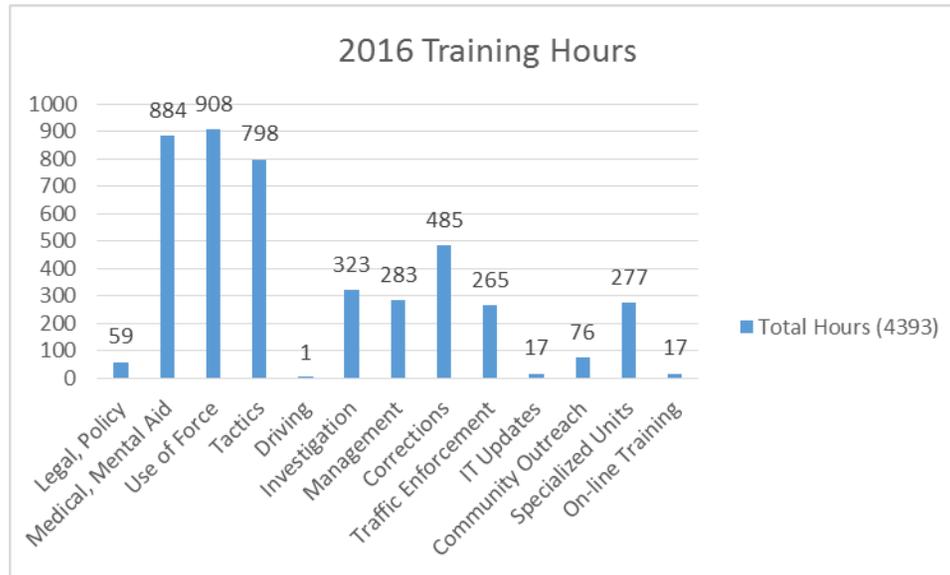
## Basic pre-service and in-service training of all staff:

The Training Division oversaw facilitated and provided training to both the Operations and Corrections Divisions of the Sheriff's Office. Training hours for both Corrections and Operations divisions totaled 10,328 for 2016, seen below in the graph 2016 Training and Academy Hours. These hours included training instructed by and for departmental personnel, personnel that attended training conducted by outside agencies, ex. FBI, BJA, NTOA, officers that attended two corrections academies, and one law enforcement academy. Specific training hours for new officers and those promoted totaled 5,935 for 2016, seen below in graph labeled 2016 Academy Hours. These trainings encompassed fifteen new Corrections Officers in three academies.

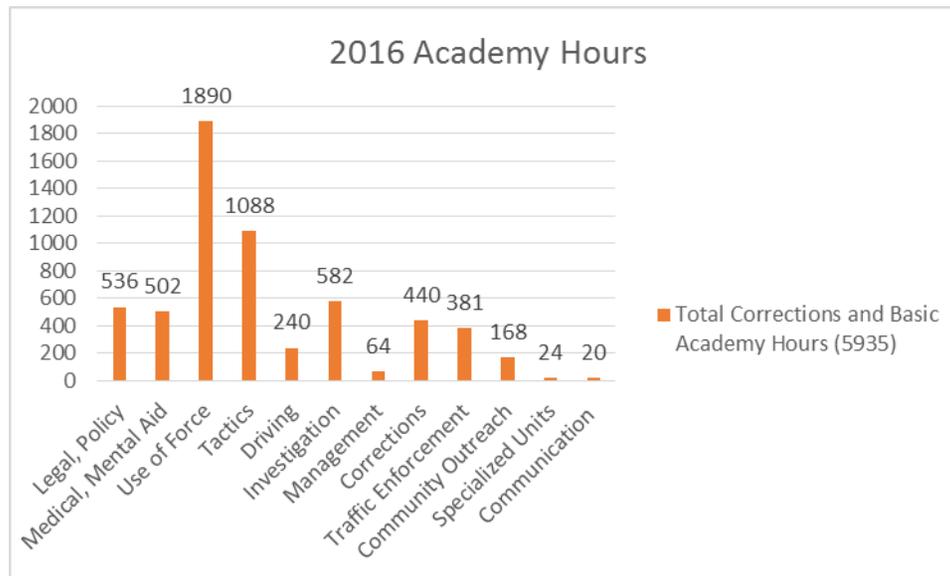
The goal of the training unit is to provide the men and women of the Douglas County Sheriff Office with the knowledge, skills, and wisdom enabling them to provide the best service possible to the residents of and visitors to Douglas County. Training is done in both academic and applied environments. Information is provided to officers, scenarios are created to test the officers, and these scenarios are evaluated to ensure the knowledge and skills presented are learned and practiced.

In 2016, approx. mid-year, the training unit developed and implemented new classifications and methods for tracking training. These new classifications will provide us a better picture of the types of training that our officers are receiving. They will also give the training unit the ability to evaluate the training we are providing.



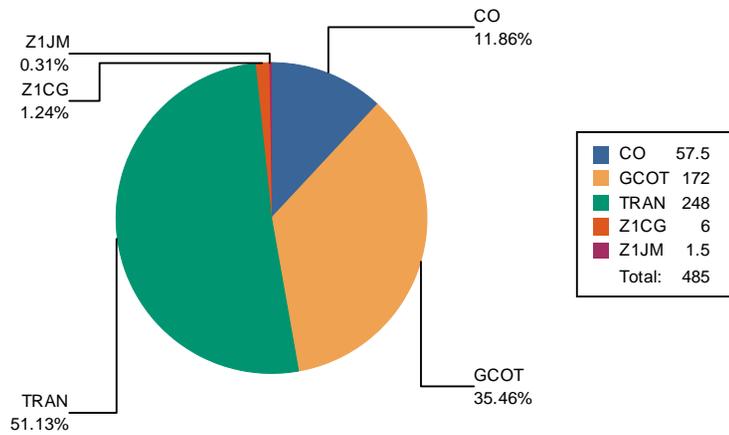


1 Not Pictured: Categories with no 2016 hours - Trainer Development, Communication, and Emergency Communication



## Corrections - Hours Breakdown

July 2015 to June 2016

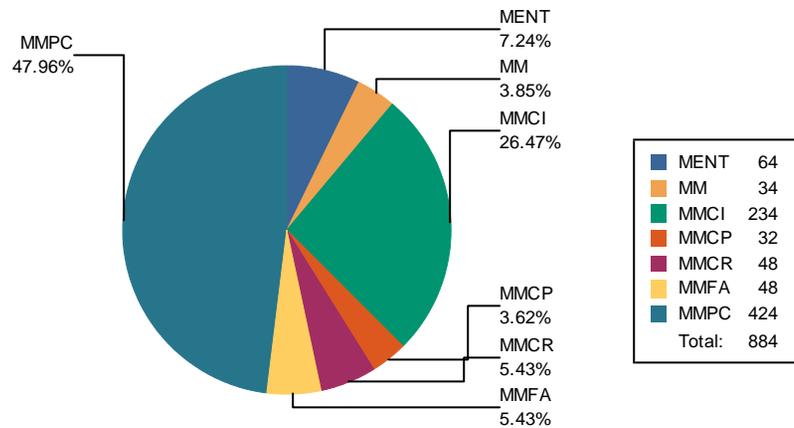


### Legend

CO - Corrections  
 GCOT - General Corr Officer  
 TRAN - Transport  
 Z1CG - ConGames/OverFamlarty  
 Z1JM - Jail Management Systems

## Medical & Mental Aid - Hours Breakdown

July 2015 to June 2016

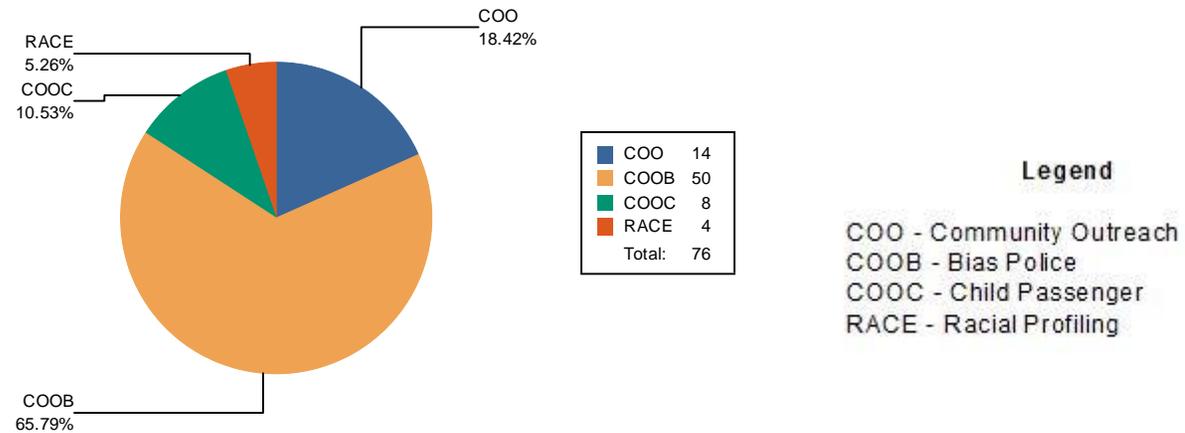


### Legend

MENT - Mental Illness  
 MM - Medical & Mental Aid  
 MMCI - CIT  
 MMCP - CPR  
 MMCR - Conflict Resolution  
 MMFA - First Aid  
 MMPC - Peer Counseling

## Community Outreach - Hours Breakdown

July 2015 to June 2016



Total Hours for 2016 = 4,393

The above charts provide a broad overview of Training Hours provided to staff. The Kansas Law Enforcement Training Center (KLETC) tracks training using the State of Kansas fiscal year which runs from July 1st – June 30th. As a result, all training reports in the 2015 Corrections Division Annual Report are for the period of July 1, 2015 through June 30, 2016.

# Facility Demographics

FACILITY DEMOGRAPHICS ARE NOT ONE OF THE JAIL EFFECTIVENESS INDICATORS, BUT THEY PROVIDE STAKEHOLDERS A BETTER OVERALL FEEL FOR THE WORKLOAD AT THE CORRECTIONS FACILITY ALONG WITH HELPING TO IDENTIFY KEY AREAS OF CONCERN RELATED TO THE MISSION OF THE ORGANIZATION AND HELP TO TRACK CHANGES OVER TIME.

## FACILITY DEMOGRAPHICS

### Average Daily Inmate Population:

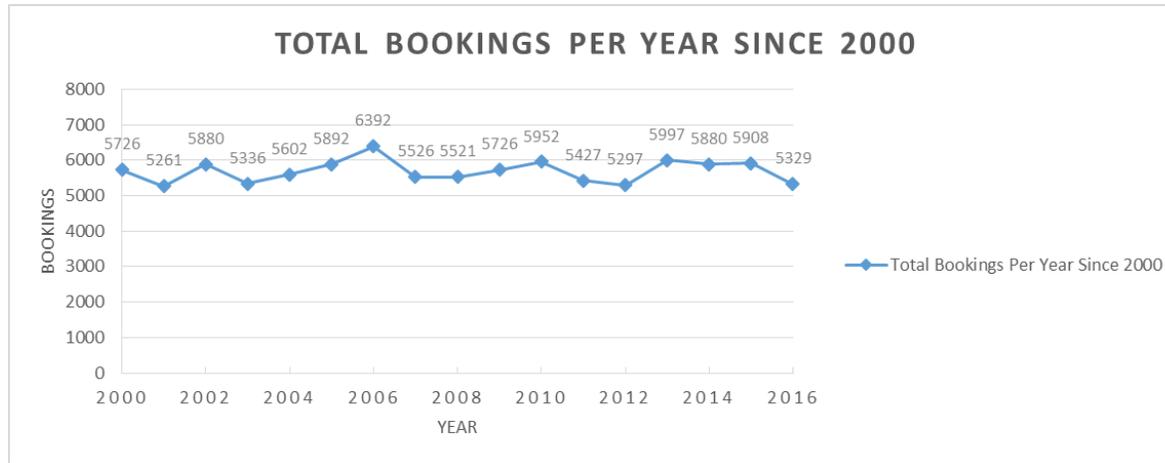
Below is a six year overview of the Average Daily Population, for which M- Male, F- Female:

Year 2011			Year 2012			Year 2013		
Monthly	Average		Monthly	Average		Monthly	Average	
January	121	108 M, 13 F	January	113	100 M, 13 F	January	127	109 M, 18 F
February	115	105 M, 10 F	February	102	89 M, 13 F	February	140	122 M, 18 F
March	119	104 M, 15 F	March	109	99 M, 10 F	March	129	114 M, 15 F
April	124	108 M, 16 F	April	129	116 M, 13 F	April	126	112 M, 14 F
May	136	119 M, 17 F	May	124	109 M, 15 F	May	122	107 M, 15 F
June	121	106 M, 15 F	June	131	114 M, 17 F	June	125	108 M, 17 F
July	138	116 M, 22 F	July	146	130 M, 16 F	July	142	121 M, 21 F
August	132	113 M, 19 F	August	146	127 M, 19 F	August	143	124 M, 19 F
September	129	111 M, 18 F	September	162	142 M, 20 F	September	152	130 M, 22 F
October	126	113 M, 13 F	October	135	118 M, 17 F	October	142	120 M, 22 F
November	117	101 M, 16 F	November	131	114 M, 17 F	November	154	123 M, 31 F
December	100	89 M, 11 F	December	135	118 M, 17 F	December	155	126 M, 29 F
Yearly Lowest #:	100		Yearly Lowest #:	102		Yearly Lowest #:	122	
Yearly Highest #:	138		Yearly Highest #:	162		Yearly Highest #:	155	
Yearly Average #:	123.1667		Yearly Average #:	130.25		Yearly Average #:	138.0833	

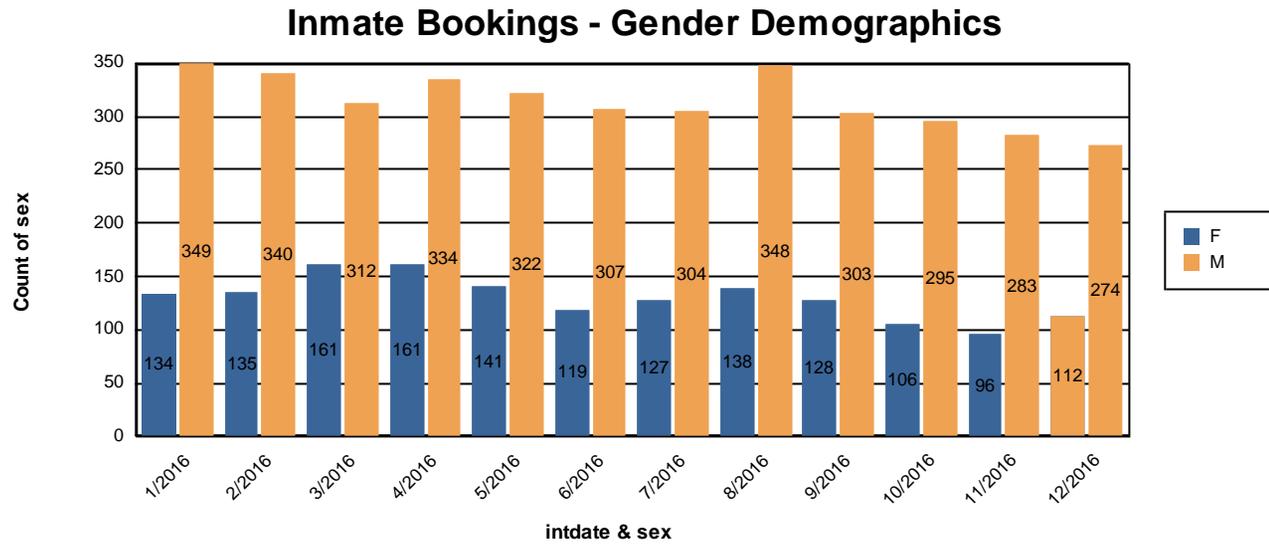
Year 2014			Year 2015			Year 2016		
Monthly	Average		Monthly	Average		Monthly	Average	
January	161	131 M, 30 F	January	157	125 M, 32 F	January	231	188 M, 43 F
February	162	132 M, 30 F	February	147	118 M, 29 F	February	232	188 M, 44 F
March	168	137 M, 31 F	March	148	120 M, 28 F	March	229	181 M, 48 F
April	176	147 M, 29 F	April	155	126 M, 29 F	April	232	186 M, 46 F
May	178	149 M, 29 F	May	176	144 M, 33 F	May	237	192 M, 45 F
June	188	151 M, 37 F	June	198	158 M, 40 F	June	237	197 M, 40 F
July	187	152 M, 35 F	July	207	164 M, 43 F	July	240	203 M, 37 F
August	188	158 M, 30 F	August	221	179 M, 42 F	August	248	209 M, 39 F
September	163	134 M, 29 F	September	234	191 M, 43 F	September	249	211 M, 38 F
October	157	128 M, 29 F	October	238	193 M, 45 F	October	237	195 M, 42 F
November	157	127 M, 30 F	November	234	189 M, 46 F	November	249	203 M, 46 F
December	170	139 M, 31 F	December	221	181 M, 40 F	December	246	200 M, 46 F
Yearly Lowest #:	157		Yearly Lowest #:	147		Yearly Lowest #:	229	
Yearly Highest #:	188		Yearly Highest #:	238		Yearly Highest #:	249	
Yearly Average #:	171.25		Yearly Average #:	194.6667		Yearly Average #:	238.9167	

Total number of Bookings each year for the past six years:

2011		2012		2013		2014		2015		2016	
Month	Total Bookings										
1	418	1	513	1	448	1	494	1	499	1	483
2	373	2	415	2	459	2	429	2	432	2	475
3	466	3	463	3	505	3	534	3	513	3	473
4	467	4	451	4	508	4	518	4	506	4	495
5	435	5	432	5	532	5	538	5	525	5	463
6	474	6	422	6	423	6	494	6	518	6	426
7	535	7	453	7	528	7	502	7	526	7	431
8	474	8	472	8	583	8	524	8	582	8	486
9	518	9	466	9	562	9	477	9	487	9	431
10	465	10	431	10	522	10	463	10	456	10	401
11	406	11	392	11	490	11	437	11	438	11	379
12	396	12	387	12	437	12	470	12	426	12	386
Total:	5427	Total:	5297	Total:	5997	Total:	5880	Total:	5908	Total:	5329
Monthly Average	452	Monthly Average	441	Monthly Average	500	Monthly Average	490	Monthly Average	492	Monthly Average	444

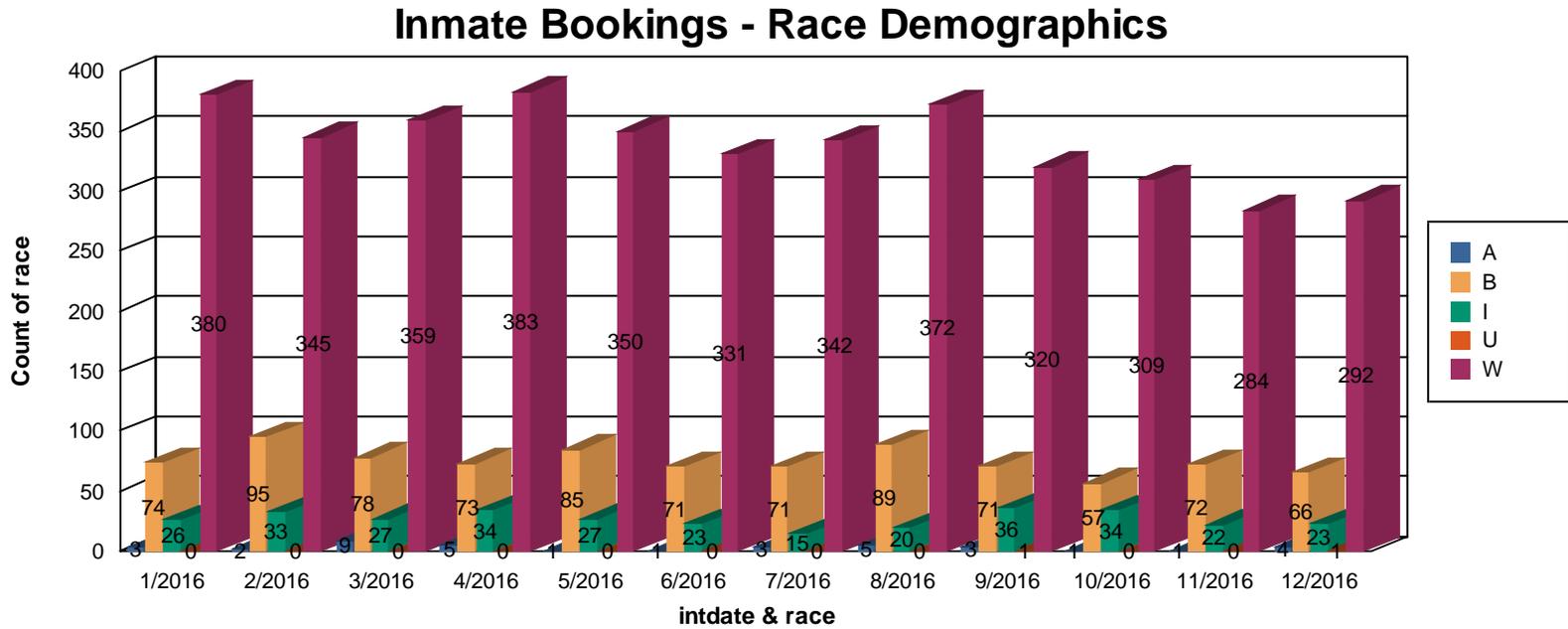


Gender Demographics



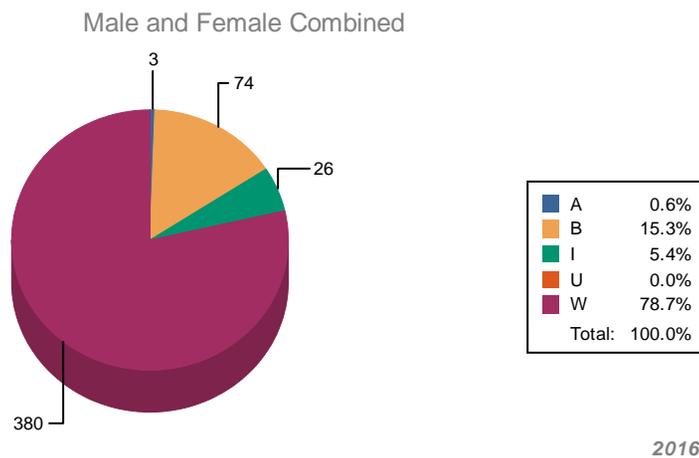
	Total	1/2016	2/2016	3/2016	4/2016	5/2016	6/2016	7/2016	8/2016	9/2016	10/2016	11/2016	12/2016
Total	5,329	483	475	473	495	463	426	431	486	431	401	379	386
F	1,558	134	135	161	161	141	119	127	138	128	106	96	112
M	3,771	349	340	312	334	322	307	304	348	303	295	283	274

Race Demographics



Race breakdown A= Asian, B=Black, I= Indian, U= Unknown, W = White

## Overall Look of Race Demographics by percentage for yearly total



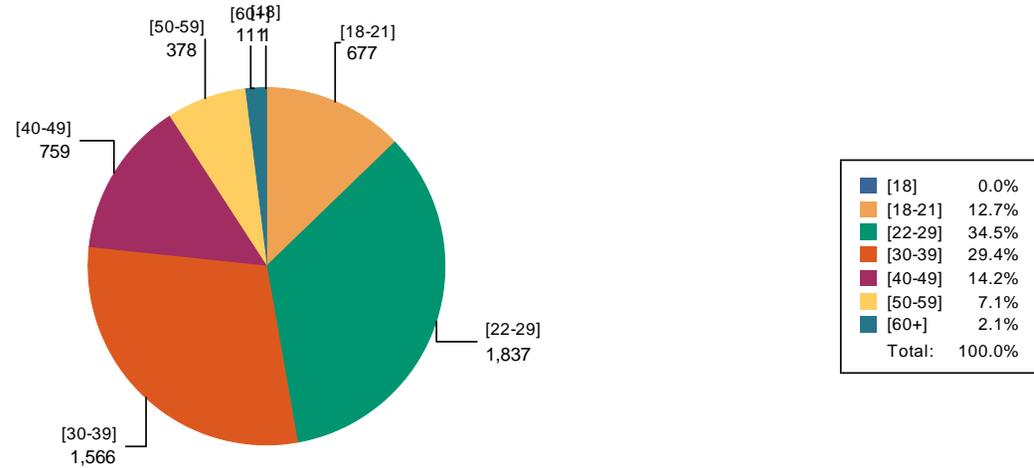
Race breakdown A= Asian, B=Black, I= Indian, U= Unknown, W = White

Cross tab for Race Demographics -

	Total	1/2016	2/2016	3/2016	4/2016	5/2016	6/2016	7/2016	8/2016	9/2016	10/2016	11/2016	12/2016
<b>Total</b>	5,329	483	475	473	495	463	426	431	486	431	401	379	386
<b>A</b>	38	3	2	9	5	1	1	3	5	3	1	1	4
<b>B</b>	902	74	95	78	73	85	71	71	89	71	57	72	66
<b>I</b>	320	26	33	27	34	27	23	15	20	36	34	22	23
<b>U</b>	2	0	0	0	0	0	0	0	0	1	0	0	1
<b>W</b>	4,067	380	345	359	383	350	331	342	372	320	309	284	292

Age Demographics

**Age Demographics - Percentage Breakdown of 2016 Bookings**



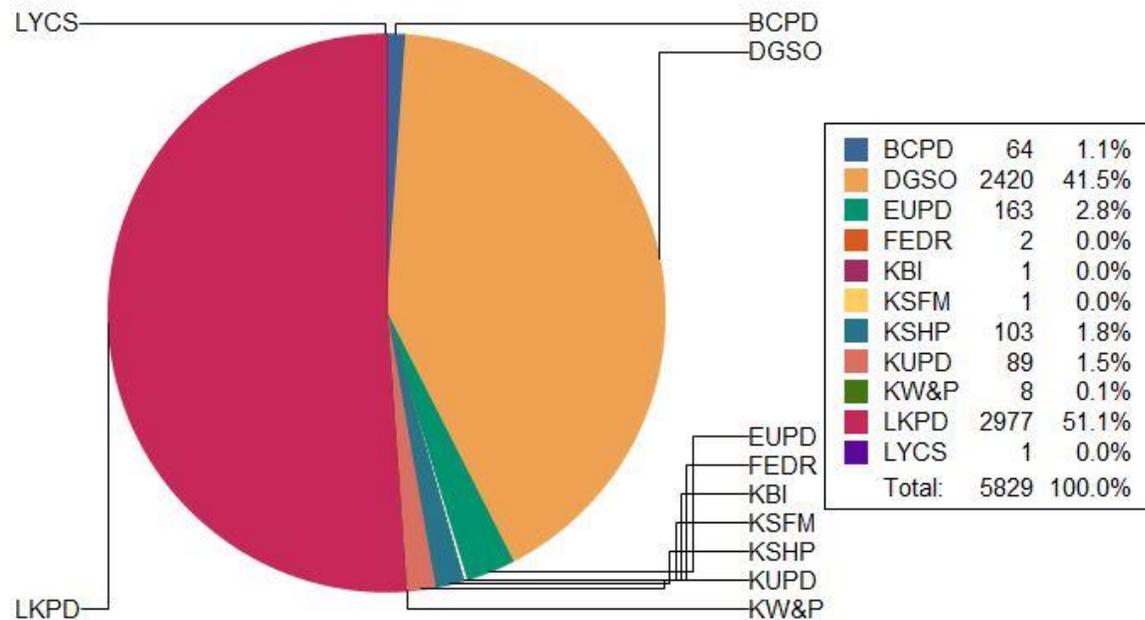
	Total	1/2016	2/2016	3/2016	4/2016	5/2016	6/2016	7/2016	8/2016	9/2016	10/2016	11/2016	12/2016
<b>Total</b>	5,329	483	475	473	495	463	426	431	486	431	401	379	386
<b>[18]</b>	1	0	0	0	0	0	0	0	0	0	0	1	0
<b>[18-21]</b>	677	54	65	42	68	45	44	49	69	76	63	57	45
<b>[22-29]</b>	1,837	181	161	184	177	164	132	140	167	139	130	122	140
<b>[30-39]</b>	1,566	160	138	132	145	135	134	134	124	128	115	105	116
<b>[40-49]</b>	759	56	69	78	64	78	67	57	75	56	57	45	57
<b>[50-59]</b>	378	24	36	29	35	30	35	37	41	20	26	40	25
<b>[60+]</b>	111	8	6	8	6	11	14	14	10	12	10	9	3

**Length of Stay (LOS) in Days for 2016:**

Average Length of Stay – 15 days, 5 hours

**Arrests by Agency:**

**2016 Arrests by Agency**



The DCCF processed 5,329 bookings, and 5,829 arrests in 2016. The arrest number is higher because a new arrest is added each time there is a separate warrant or charges are added after the original arrest. This is done so the facility can keep separate original charges, cases numbers, and holds.

Chart Key: BCPD= Baldwin City, DGSO= Douglas County Sheriff, EUPD= Eudora, FEDR= Federal, KBI = Kansas Bureau of Investigations, KFSM = Kansas Fire and Medical, KSHHP= Kansas Highway Patrol, KUPD = University of Kansas Police Department, KW&P= Kansas Wildlife & Parks, and LKPD= Lawrence Police Department.

# Specialized Areas

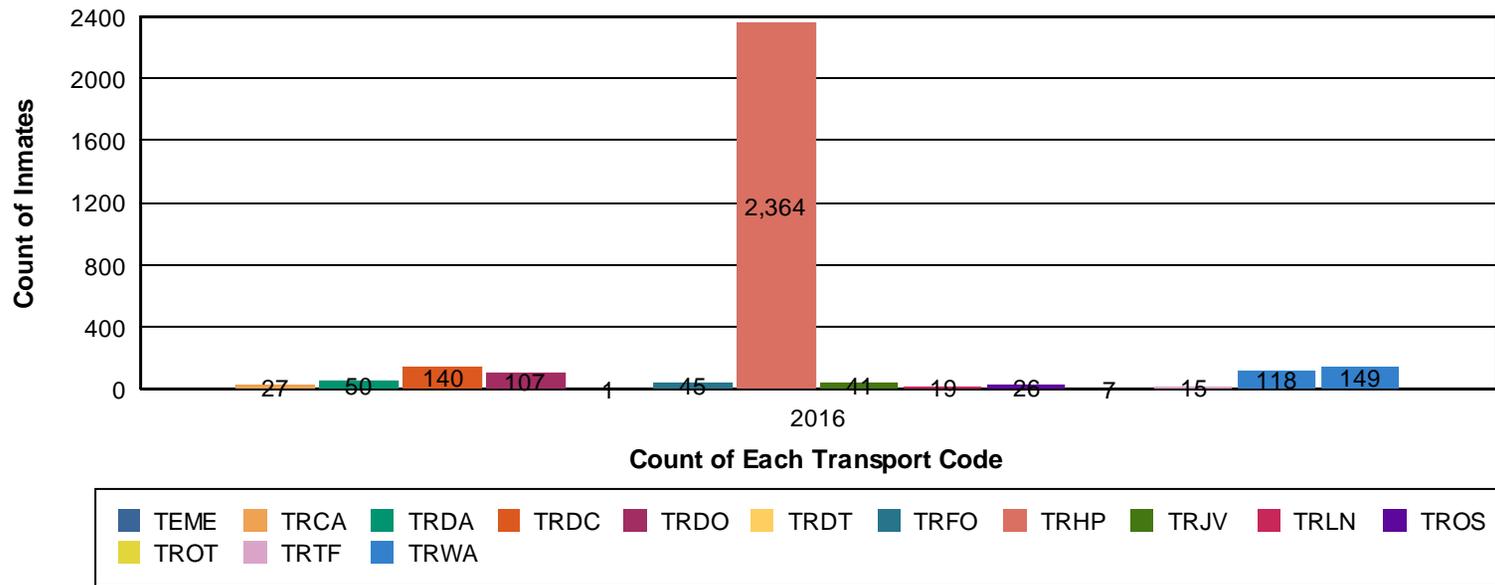
SPECIALIZED AREAS INCLUDE ADDITIONAL UNITS/JOB FUNCTIONS THAT OCCUR AT THE DCCF. IT HELPS TO GET A BETTER OVERALL FEEL FOR THE WORKLOAD AT THE FACILITY ALONG WITH HELPING TO IDENTIFY KEY AREAS OF CONCERN RELATED TO PUBLIC SAFETY.

## SPECIALIZED AREAS

Transport Statistics

### Transport Codes Day to Day Activities by Code

All entered codes - not filtered by distinct count

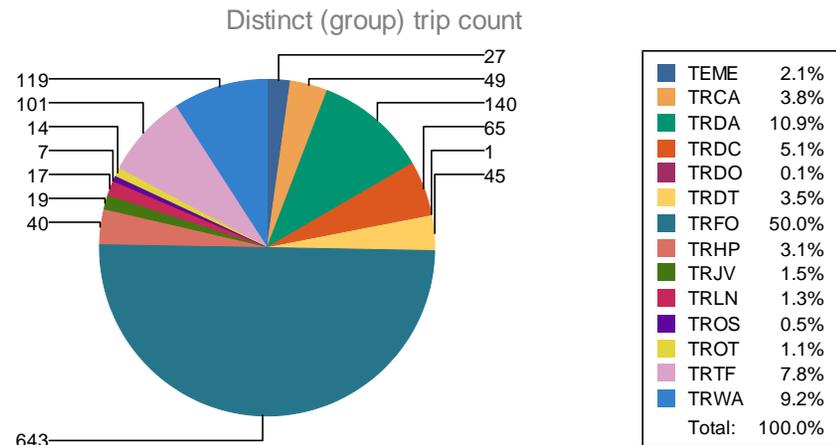


2016

TEME- Transport Hospital (Emergency), TRCA- Transport Court Appearance, TRDA- Transport Doctor Appointment, TRDC- Transport KDOC, TRDO-Transport Doctor-Out of County, TRDT- Transport Dentist Appointment, TRFO- Transport Other Facility (Farm Out), TRHP- Transport Hospital (Non-emergency), TRJV- Transport Juvenile, TRLN- Transport Larned, TROS- Transport Osawatomie State Hospital, TROT- Transport Other, TRRE- Transport Reentry Assistance Event, TRTF- Transport Treatment Facility, TRWA- Transport Arrest Warrant

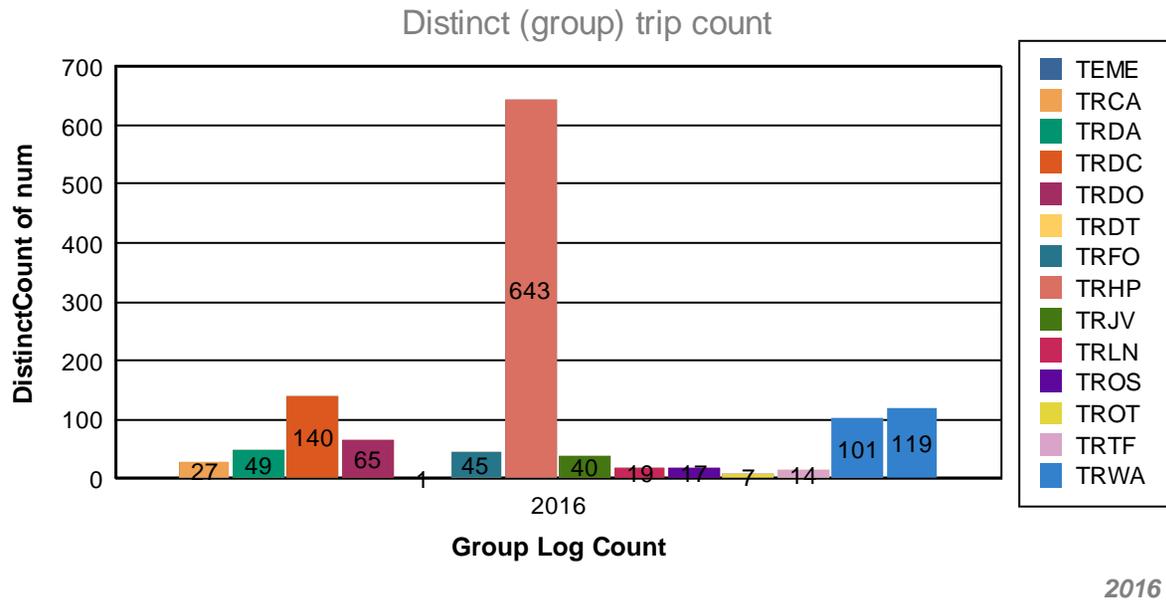
The Transport Division drove 113,863 miles in 2016, covering each transportation category. A total of 758 distinct inmates were moved, for a total of 1,287 transports with 3,109 entries made by transporting officers.

### Transport Division Day to Day Activity Codes by Percentage



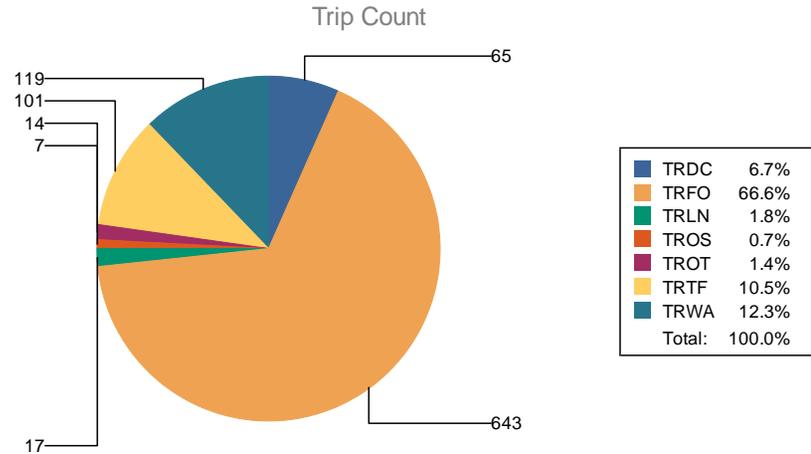
2016

## Transport Division Count of Day-to-Day Activity Codes



For 2016, there were a total of 3,109 entries for movement in or out of the county. This movement was achieved through 1,287 total transports, covering 758 distinct inmates. The chart below shows this data with specific codes listed. We compiled "Out of County" Transports by summing the codes TRDC, TRFO, TRLN, TROS, TROT, TRTF, & TRWA.

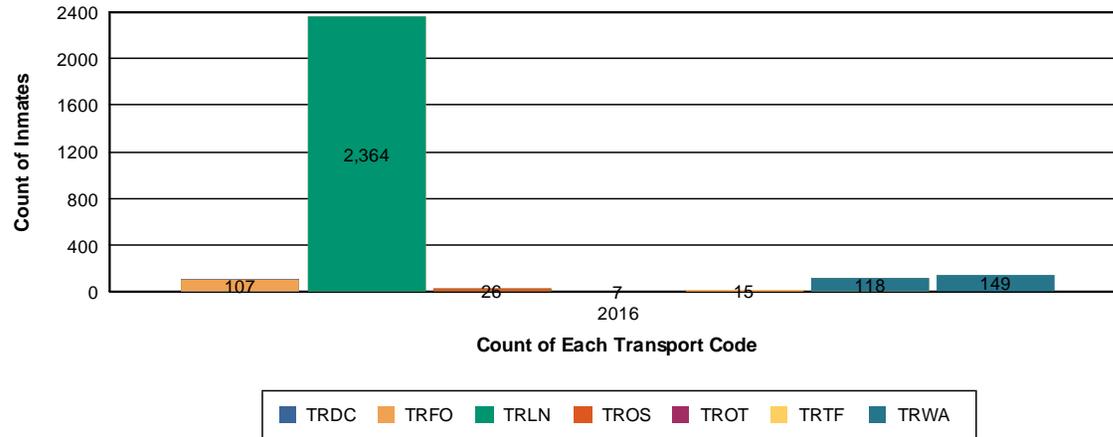
### Transport Division Day to Day Out of County



2016

### Transport Codes Day to Day Activities by Code

All entered codes - not filtered by distinct count

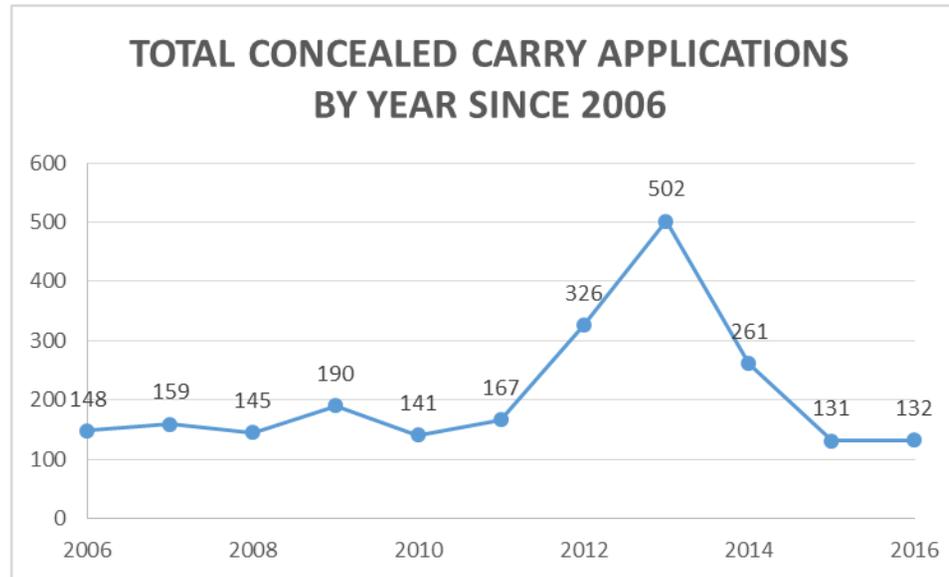


2016

### Concealed Carry Applications:

In 2006, the Kansas State Legislature passed the Personal and Family Protection Act. The first licenses were issued on January 3, 2007. Kansas citizens who have been issued licenses have completed eight hours of certified training, passed a personal background investigation and handgun qualification. Each license is renewed every four years. For every application processed, Douglas County receives \$32.50.

The following graph shows the number of concealed carry license applications processed in Douglas County over the last ten years:



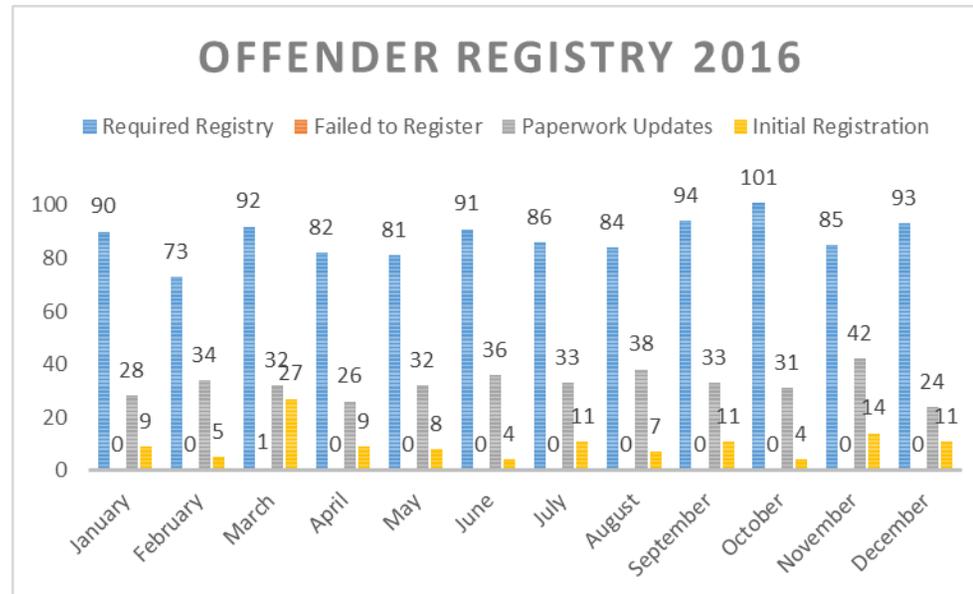
Concealed Carry, in 2016, has seen little change in applicants relative to 2015. As of July 2015 legislative discussions changed concealed carry law to a constitutional carry law. Constitutional carry permits anyone that can legally possess a firearm to carry it concealed within the borders of Kansas without a permit and limited restrictions inside certain buildings.

**Kansas Offender Registry Act:**

As of January 1, 2016, Douglas County had 254 registered offenders. At the end of 2016, Douglas County had 268 registered offenders: 147 Sex Offenders, 72 Drug Offenders, and 49 Violent Offenders.

During 2016, 120 individuals registered in Douglas County for the first time. Registered offenders are required to report to the Sheriff’s Office every three months to update their registration information.

At the end of the 2016 reporting period, all Douglas County offenders were compliant. One registrant was non-compliant for the month of March, but was brought into compliance for the remainder of 2016.



END OF REPORT