

Thomas Mitchell
New York State Sheriff's Association
27 Elk Street
Albany, New York 12207

Re: Essex County Initial Jail Accreditation

March 23, 2022

Dear Mr. Mitchell,

Oneida County Jail Chief Deputy Lisa Zurek, Monroe County Captain Christopher Shellard and I were selected to evaluate the Essex County Jail for the New York State Sheriff's Association Jail Reaccreditation. Suffolk County requested that three of their staff members be permitted to be on site to participate and observe the Accreditation process. Those officers are;

- Captain Kevin Kelley
- Captain Scott Wash
- Sergeant Michael Sarmiento

In preparation for the Accreditation, Essex County had multiple meetings with me, to assist in the Accreditation mentoring process. I met with Accreditation managers Captain Chris Bikowitz and Correction Officer Amie Fletcher on site, and then was provided access to their PowerDMS to access and review their Standards.

The Essex County Jail is located in Lewis, New York. The Jail has a maximum facility inmate capacity of 126. The Jail has 59 full-time Correction Officers assigned to the facility.

The Accreditation team arrived onsite Wednesday, March 16th and met with Sheriff David Reynolds, Undersheriff Tom Murphy and the Accreditation managers.



Essex County Jail

Corrections Division Accreditation by the New York State Sheriff's Association

The Corrections Accreditation Manual details 166 standards that a county must meet or exceed in order to earn accreditation. Standards cover all aspects of corrections division operations, including: personnel, uniform standards of procedure, division organization, recognition of employee performance, mission statement, fiscal management, maintenance of county-owned and non-county-owned property, records management, use of force, internal affairs, public relations, jail functions, and health standards.

Lisa Zurek and Chris Shellard volunteered to evaluate the Medical Standards, numbers 106 through 166. Suffolk County staff and I reviewed Standards 001 through 105.



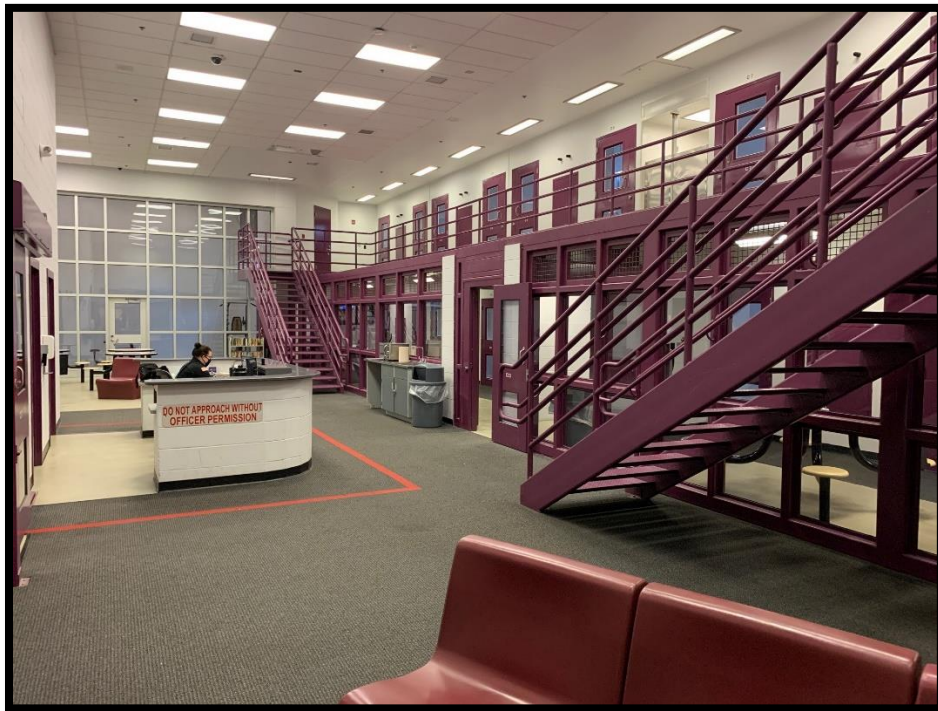
Registered Nurse Dan Egglefield being interviewed by Chief Deputy Zurek and Captain Shellard

All staff that we interacted with at the facility, were helpful and responsive to our questions. Their openness was appreciated to the Accreditation team is appreciated.

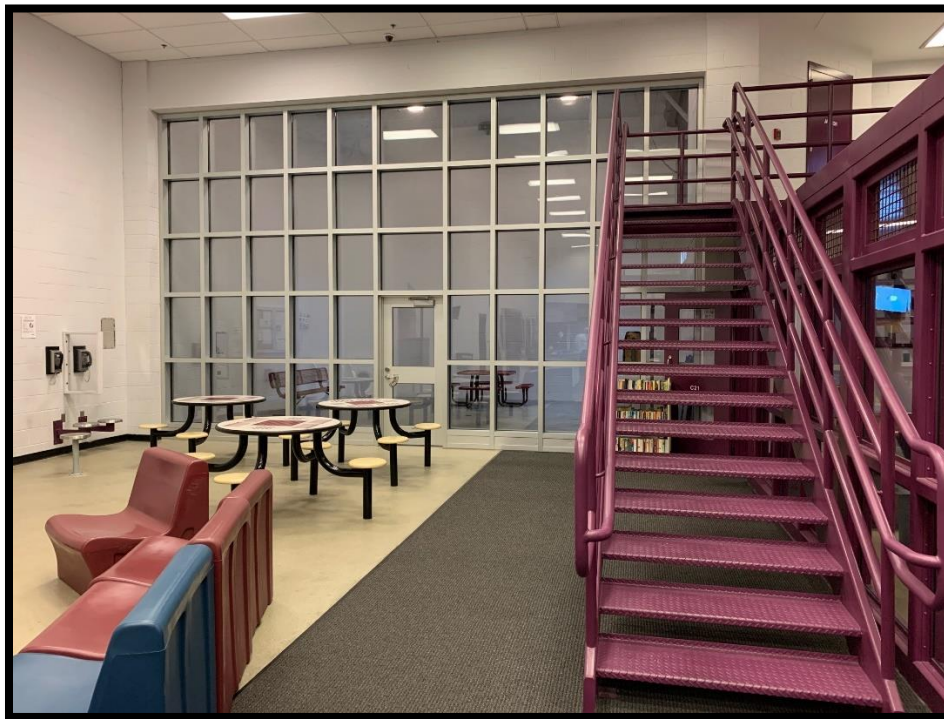
The Assessors toured the facility over the course of two days. The areas we visited included;

- Kitchen
- Booking
- Control Room
- Administration
- Programs area
- Vehicle garage
- Medical
- Property room
- Housing Units

The facility was very clean and quiet, and inmate housing units appeared to be successfully managed by the assigned Correction Officers.



Essex County Jail Inmate Housing Unit

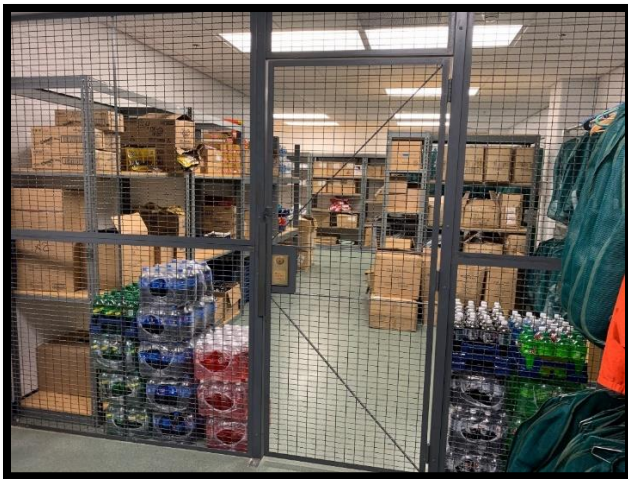


Essex County Jail Inmate Housing Unit



Captain Bikowitz and Assessor Captain Chris Shellard

The inmate intake area, including the inmate property room were organized and neat. Correction Officers that we interviewed were knowledgeable about their responsibilities



Essex County Jail Inmate Property Room



Essex County Jail Booking Room

During our two-day onsite evaluation, we met with, interviewed or interacted with many staff members, and we want to thank them for their professionalism and attention they provided us. We especially want to note the following for their assistance.

David Reynolds, Sheriff

Peter Feeley, Major, Jail Administrator

Chris Bikowitz, Captain

Nancy Crowingshield, Sheriff's Secretary

Justin Bridge, Correction Officer

Rebecca White, Correction Officer

Devin Drummond, Kitchen Manager

Thomas Murphy, Undersheriff

Michael Blaise, Major, Chief Deputy

Amie Fletcher, Correction Officer

Lloyd LaMotte, Sergeant

Jacob Gilbeau, Correction Officer

Daniel Egglefield, Registered Nurse

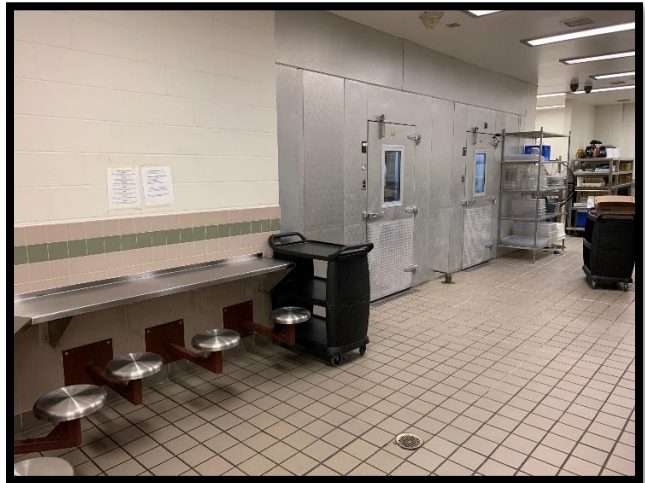
Jaime Douglas, Personnel Technician

The following information was provided to the Accreditation team;

- Maximum facility capacity: 126
- Number of male inmates on March 16th: 046
- Number of female inmates on March 16th: 002
- Number of Parole Violators on March 16th: 000
- Number of Parole Violators w/local charges: 004
- Number of full-time officers on March 16th: 059
- Number of part-time officers on March 16th: 000
- Number of inmate grievances in 2020: 040
- Number of inmate grievances in 2021: 112
- Number of inmate grievances in 2022 (YTD): 034
- Number of inmates boarded in on March 16th: 028
- Number of inmates boarded out on March 16th: 000
- Existing variances: None
- Number of inmate housing units 005
- Types of Housing Units Direct and Dormitory
- Types of current Housing Unit on March 16th
 - 004 Male
 - 001 Female
- Specialty Housing Units None
- Unresolved major facility maintenance issues: None
- Were previous NYSCOC Cycle Evaluations provided? Yes / (Copies enclosed)

The Sheriff's Office is using PowerDMS, a software platform that tracks Policy and Procedures, Training and Accreditation Standards. As noted, PowerDMS was used throughout the mentoring process, and during the onsite assessment by all members of the Accreditation team.

The team met with Mr. Devin Drummond during the tour in the Jail's kitchen. The accreditation team observed that the kitchen was clean and organized.



Essex County Jail Kitchen



Inmate Laundry Room



Inmate Vending Machine

The Accreditation team reviewed three New York State Commission of Corrections Cycle Evaluations of Essex County. Provided materials to the Accreditation team are enclosed with this report.

At the exit interview, the entire Accreditation team met with Sheriff Reynolds, Undersheriff Murphy, Captain Chris Bikowitz and Correction Officer Amie Fletcher to review our evaluation of the Accreditation process and to provide any insight(s) from our experience in Corrections.

Comments made during the exit interview by the Accreditation team included;

- Recommendation to add certain material to further support Accreditation Standards
- Kitchen and food preparation areas were clean. The Accreditation team inspected an inmate lunch meal.
- Staff were helpful and cooperative to the assessors
- Recommended to increase the frequency of safety drills to better prepare staff for emergent issues.

The Accreditation team is recommending that the Essex County Jail receive their initial Accreditation.

The Accreditation team wants to thank Oneida County Sheriff Robert Maciol, Monroe County Sheriff Todd Baxter, Suffolk County Sheriff Errol Toulon, Jr. and Ike Newton of Black Creek Integrated Systems, for allowing us to participate in this Accreditation process, providing the time to complete the project and supporting the New York State Sheriff's Association and the Offices of the Sheriff across New York State.

We also want to specifically thank Sheriff Reynolds, Undersheriff Murphy and their entire staff for the courtesy that was provided during our onsite visit. The team additionally wants to thank the Sheriff's Association for their continued support in the Accreditation process throughout New York State.

Sincerely,



Chris Lian
Jail Administrator, Retired



Lisa Zurek
Chief Deputy, Oneida County Jail



Christopher Shellard
Captain, Monroe County Jail



Kevin Kelley
Captain, Suffolk County Jail



Scott Walsh
Captain, Suffolk County Jail



Michael Sarmiento
Sergeant, Suffolk County Jail

Enclosures:

- Commission of Corrections Minimum Standards Evaluation letter, August 27, 2019
- Commission of Corrections Minimum Standards Evaluation letter, August 10, 2021
- Commission of Corrections Minimum Standards Evaluation letter, March 14, 2022
- Listing of completed Jail Accreditation Standards by who completed them