

2016

Essex County Sheriff's Office
Correctional Facility
Sheriff Richard C. Cutting

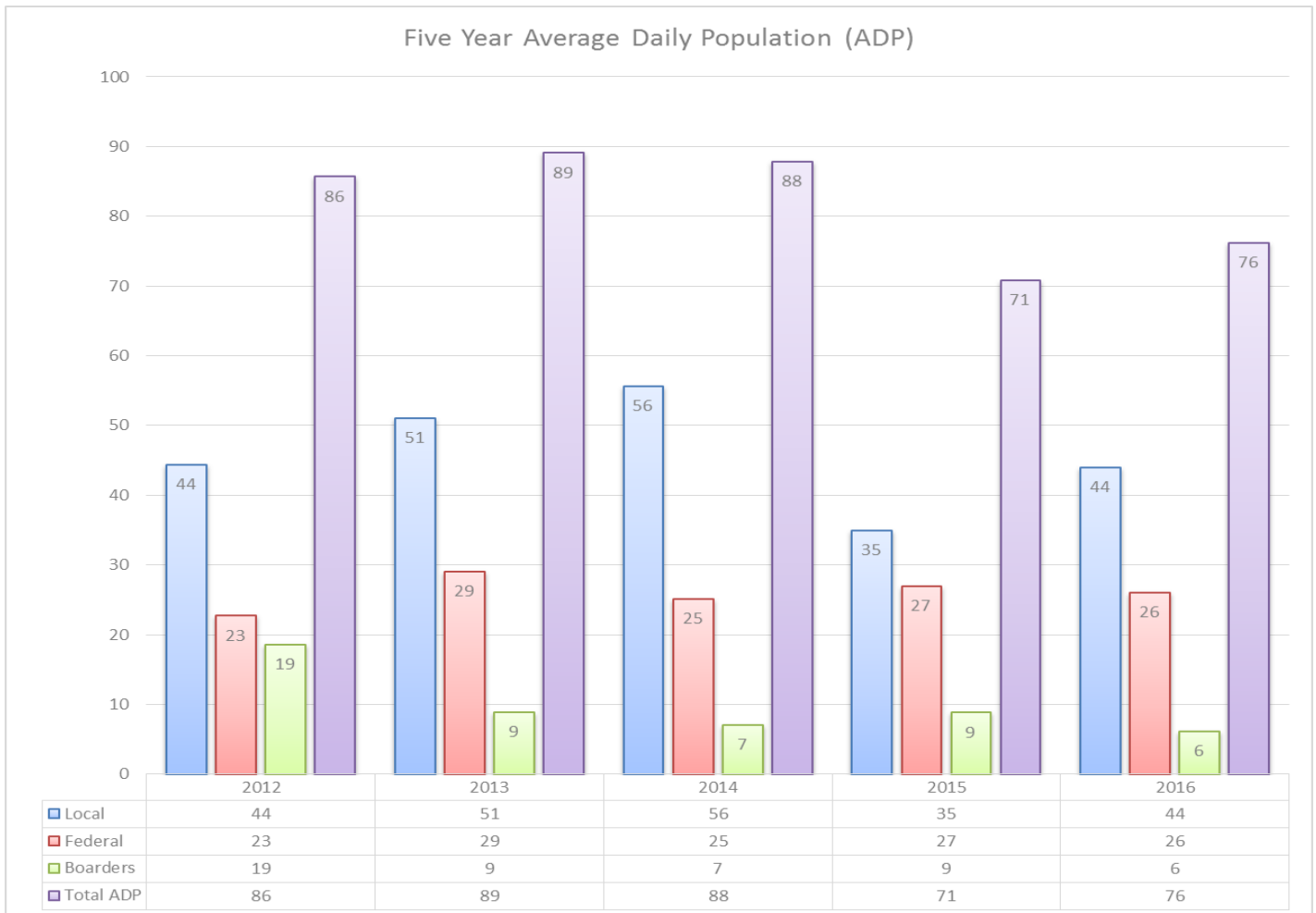


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The Essex County Correctional Facility is staffed with fifty-seven officers and six shift supervisors. These sixty-two sworn officers have been certified by the Division of Criminal Justice Services, as Correction Officers or Deputy Sheriff's. These individuals work a schedule that must cover a set amount of positions twenty-four hours a day, seven days a week. This includes holidays; the staff is required to work these days to maintain the safety of Essex County. Overseeing the jail shift supervisors is the Assistant Jail Administrator and the Jail Administrator. These men and women supervised a daily average inmate population of seventy-six, with a high inmate population count of ninety-six and a low of fifty or 27,820 inmate days. The facility holds local and inmates from other jurisdictions. A local inmate is defined as an inmate who has been committed or held for trial by an Essex County Judge or Magistrate. In 2016, the average daily count for local inmates was forty-four.

In 2016, the Essex County Jail processed 670 inmates. Of these inmates, 218 were housed for other jurisdictions, to include: US Marshall's Service, both New York and Vermont Districts, Franklin County Sheriff's Office, Jefferson County Sheriff's Office, St. Lawrence County Sheriff's Office and NYS Parole. Housing inmates for these jurisdictions has generated housing revenue of \$992,072.00. The remainder of 452 inmates were local inmates, remanded to the custody of the Sheriff by Local Criminal Courts and Superior Courts.



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Included in the contract for housing inmates for the US Marshall's Service is transporting inmates to and from Federal District Court in Albany, Plattsburgh, Burlington, and FCI Raybrook. This is reimbursable to the county; in 2016, the US Marshalls Service paid the Essex County Sheriff's Office \$18,990.63, in transportation costs. The Essex County Sheriff's Office is also responsible for transporting local inmates to court appearances in town and county courts, medical appointments, etc. In 2016, the Essex County Sheriff's Office safely accomplished 584 inmate transports. Many of these transports had more than one inmate, and most of the transports require two transport officers.

The county jail is legally responsible to hold sentenced and un-sentenced or pretrial inmates. In 2016, ninety-nine males and nineteen females for a total of 118 inmates sentenced to the Essex County Correctional Facility. The remaining 372 inmates were held awaiting trial or further court action. These inmates are from the local criminal courts, county court and family court. As part of the court orders, bail is set by judges. This bail is to ensure that the defendant re-appears in court, not as a punishment. The Essex County Correctional Facility took in and processed \$208,330.00 in cash bail for 2016. Facility contracts with a company to provide the ability to use a credit or debit card to bail out of jail. Through this service, we were able to process \$91,125.00 in bail.

The Essex County Correctional Facility has a set of rules and regulations that the inmates must follow. Failure to follow these rules can result in in-house disciplinary charges; punishment can be loss of privileges, loss of good time, keep lock, etc. Additional criminal charges can also be filed. In-house charges are handled by a shift supervisor and a panel of correction officers. If found guilty, the sanctions can be lost of privileges, lock-in their cell or moved to segregation for a set number of days, loss of good time, a disciplinary hearing surcharge can be added up to \$25.00. In 2016, sixty-two inmates had in-house charges filed on them. Periodic searches are conducted within the correctional facility to prevent and detect contraband. These searches usually include random searches of the inmate's cell, dayroom area or common areas.

Inmates have the right to file grievances for anything they feel is an injustice. In 2016, thirty-two grievances had been filed and thirty-one of those grievances filed were handled in-house by facility staff. The other one was sent to the Commission's Citizen Review Board in Albany and denied by this review board.

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Reportable Incidents

The Essex County Correctional Facility has established a formal reportable incident system to ensure that all reportable incidents required by regulation are reported to the Commission of Correction. These reportable incidents include major or minor incidents, attempted suicides, individual inmate disturbances, assaults, fires, etc. In 2016, the Essex County Correctional Facility had six reportable incidents. All involved individual inmate disturbances.

Inmate Programs and Outside Contacts

Inmates housed at the Essex County Correctional Facility are allowed to have two one-hour visits per week. These visits are on a first come first serve basis on scheduled hours on Saturday and Sunday. In 2016, 4,676 visitors came to visit inmates, personally and professionally. Professional visitors are; clergy, attorneys, counselors, etc.

Civilian staff and volunteers provide other services for inmates, to include, but not limited to: medical services, GED, substance abuse counseling, mental health counseling, anger management, literacy volunteers, etc.

The Essex County Sheriff's Office offers a video visiting system which is available for a fee to friends and family. Professional visitors such as Attorneys can utilize the system for a fee as well, but will save considerable time over coming to the facility for a face-to-face visit. In 2016, 1,595 video visits took place.

Inmates also have the ability to contact friends, family and legal representation through a secure collect call phone system. This system has the ability to record non-privileged calls and archives all numbers dialed. Numerous arrests have been made for violations of court orders because of the program-recording keeping. At the request of anyone, a phone number can be blocked to prohibit any calls being made to the number. In 2016, 285 requests for numbers to be block were made and granted. Over 110,000 calls were placed by inmates, with only 26,368 calls connected in 2016. The majority of inmates have access to a phone for most of the day.

Inmates also have the ability to send and receive mail. Those inmates without money are given required supplies to write two letters per week.

Inmate Educational Services

The Education Program at the Essex County Correctional Facility is administered by the Elizabethtown-Lewis Central School District. Any inmate under the age of twenty-one who does not have a high school diploma is required to attend school. Inmates over twenty-one are permitted to attend if they choose to do so. This exceeds the state mandate which only requires that they have the opportunity to attend school. This decision was made because of the fact that most of these inmates reside in Essex County and obtaining a high school diploma is an important first step in becoming a productive citizen. Inmates also receive instruction in personal

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finances, post-secondary education and training, civics, parenting, and entrepreneurship. Students have an opportunity to meet with a representative from One Work Source to insure that transition and support services are provided upon release. An inmate who is a currently enrolled at an area school district continues his or her schoolwork while incarcerated. The program instructor obtains assignments and materials from the home school district and then returns completed assignments.

The education program serves 2 – 6 students daily, with forty-six students per school year, in 2016. When funds are made available, a summer session is held. In 2016, four inmates received their high school equivalency certificates.

Inmate Substance Abuse Counseling

St. Joseph's Addiction Treatment and Recovery Center provides a program at the Essex County Jail, and 160 inmates took advantage. This program had 152 referrals in 2016. In 2016, 1,433 service sessions were provided to the inmates of Essex County.

Evaluations:	13
Individual:	412
Group:	1,021
A Pod:	310
B Pod:	378
C Pod:	33

Treatment services were delivered with one weekly group for each of the housing units with available individual sessions available.

Essex County Mental Health also provides services to the inmates. A caseworker comes to the jail to be meet with numerous inmates twice a week. We also utilize the Mental Health On-Call services for inmate mental health crisis.

In 2016, the substance abuse program received a special acknowledgment by the federal court system. St. Joseph's Addiction Treatment and Recovery Center's counselor Dennis Furushima was invited by the United States Magistrate of the Vermont District to come speak about the program conducted in Essex County. The goal is to create a similar program in the Vermont district. The success, which has been had in Essex County, was presented to the Federal Vermont Legal Subcommittee, where an audience of approximately seventy listened to what makes the program a success.

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VINE/MobilePatrol

The Essex County Correctional Facility participates in an anonymous program sponsored by the New York State Sheriff's Association called VINE, which stands for Victim Information and Notification Everyday. Victims of crime can call a toll-free number or visit the website for information on the incarceration status of their perpetrator. Here, the victim can register to be notified once an inmate is released or their custody status changes. The victim will be notified by telephone or email. This has also become a useful tool for different agencies to locate inmates throughout the state and to be notified of their release. In 2016, 1,156 victims or other agencies registered to be notified about a release of an inmate, with 663 registrations made through the MobilePatrol App. It is not uncommon for inmates to have multiple requests and contacts for notification upon release. VINE made 948 notifications; 186 notifications made by telephone, 703 notifications by email and fifty-nine notifications by text messaging. This number does not include the lookup of inmates. The website allows people to lookup information about the inmate, without having to register. The contact information for VINE can be accessed through the Essex County Sheriff's Office website. Statewide VINE, received over 106,000 calls to determine the custody status of inmates.

Web searches through www.vinelink.com, www.vinewatch.com and the VINE mobile application generated over 4.4 million searches for incarcerated inmates.



DNA Databank



In 1996, New York State created legislation to collect and establish a DNA databank. This law has been expanded in recent years to include all persons convicted of any NYS Penal Law crimes to submit a DNA sample to the databank. This is done using a mouth swab. The Sheriff's Office serves as one of the collection agencies in the county. In 2016, seventy-four DNA samples were collected and sent to the Division of Criminal Justice Services in Albany to be processed and placed on file.

Training

In order to maintain a professional, safe place to work, the employees of the Sheriff's Office, sworn and non-sworn, go through training. This training consists of, but is not limited to, updates in policy and procedures, NYS Penal Law Article 35 training, defensive tactics, and PESH/OSHA requirements. On-line training is being developed to help reduce the amount of classroom time required, by using on-line courses. These on-line courses allow the staff to take classes while working their regular shifts. The Sheriff's Office also has ten instructors that have been certified by the Division of Criminal Justice Services. Having these instructors enables us

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to conduct our own Basic Corrections Courses, saving travel costs to other jurisdictions to receive this training.

Conclusion

The dedicated and skilled staff of the Correctional Facility saw an increase in the local average daily population in 2016. Since the opening of the 2007, the local population has varied with mostly growth. However, our lowest local daily average population was in 2009, with a local population of twenty-nine. The highest local population was in 2014, with an average daily population of fifty-six. In 2015, the facility's local population dropped to an average of thirty-five, however the average population has increased to forty-four in 2016. Federal and boards maintained a relative constant. State laws, rules and regulations require county facilities to provide basic items to inmates, in 2016; it cost the Essex County Correctional Facility \$5.74 per inmate. This provided three meals a day (79,077 total meals), clothing, cleaning items and other miscellaneous items. The facility is also required to provide medical care to the inmates; this cost was \$26.46 per inmate day.

Reportable incidents and inmate grievances remained a similar to pass years. This can be attributed to professionalism and consistency of the staff. Inmate programs continue to grow. Minor educational services are required, but the facility now can offer similar education services to adults. Several have taken advantage and have received their high school equivalency certificate.

Outreach programs will continue to promote the services of VINE and MobilePatrol. These two public outreach programs provide a new level of public safety and the Sheriff's Office is glad to be able provide them at no cost. The Essex County Sheriff's Office, Correctional Facility will continue to be the professional and knowledgeable organization which has become expected because of the hard-working individuals who work here.