Chapter 9 - Custody Divisions

• 2-09/000.00 - Custody Divisions

This chapter outlines the functions, responsibilities, and jurisdictions of Custody Divisions.

• 2-09/010.00 - Functions and Responsibilities

Custody Division is responsible for the operation of the County's jail system and for the custody, security, rehabilitation, and care of all sentenced and pretrial inmates held in Sheriff's facilities.

Custody Division is responsible for the accumulation, processing and dissemination of information regarding inmate court appearances, housing locations, bails, fines and proposed release dates.

• 2-09/020.00 - General Responsibility for Facility Operation

Custody Division is responsible for:

- providing for security and safety of all inmates housed within the custodial facilities of this Department's jurisdiction, including LAC/USC Medical Jail Wards;
- assigning inmates to specific locations in the system;
- providing clean, sanitary housing and clothing for inmates;
- purchasing and preparing foodstuffs necessary for inmate meals;
- arranging to have inmates ready for court appearances as required;
- operating a jail store for inmates' convenience;
- supervising inmate-attorney and personal visits;
- issuing passes to those having business which requires entry into custody facilities;
- providing plan checks of proposed detention facilities;
- maintaining booking and commitment records for all inmates in the system;
- operating the inmate law library;
- maintaining the Inmate Trust Account;
- inspecting incoming inmate mail;
- providing the opportunity for inmates to participate in recreational or rehabilitative projects;
- providing the facilities for inmates to worship; and
- providing supplies for indigent inmates.

• 2-09/030.00 - Custody Services Division - General Population

Custody Services Division – General Population is responsible for the below subsections.

• 2-09/030.10 - Men's Central Jail

This maximum security facility houses the majority of the pretrial inmates.

Within the jail complex includes a large infirmary which serves the male inmate population of all County adult detention facilities; a law library for use by inmates acting in ‘propria persona’ in the criminal courts; and a show-up room utilized by all local law enforcement agencies for conducting identification “lineups.”

Education Based Incarceration programs are offered at this facility.

• 2-09/030.20 - Inmate Reception Center

The Inmate Reception Center, located within the Men’s Central Jail and the Twin Towers complex, is responsible for the following:

- booking and release of all male prisoners;
- maintaining booking and commitment records for male inmates in custody;
- arranging to have male inmates available for court appearances or for other agencies;
- safekeeping male inmates' property and clothing and making clothing and shoe exchanges;
- inspecting and routing of all incoming inmate mail;
- maintaining the Inmates' Trust and the Bail and Fine Accounts and issuing prisoner money drafts;
- answering Writs of Habeas Corpus for the Sheriff;
- coordinating the integrated bail and bond system;
- placement of warrants and detainers against inmates;
- collecting both the Custody Divisions' Inmate Count on a daily basis;
- maintaining the original booking jacket on all deceased inmates;
- interviewing, classifying and placing inmates at various facilities according to security and institutional needs;
- coordinating Inmate Classification Information System;
- managing the inmate Work Release and Weekender Programs; and
- deploying the Field Booking Team.

• 2-09/030.30 - Pitchess Detention Center, East Facility

This maximum security facility houses sentenced and presentenced inmates with serious holds, escape records, disciplinary problems or other classifications which require close supervision. Education Based Incarceration programs are offered at this facility.

• 2-09/030.40 - Pitchess Detention Center, North Facility

The North Facility houses medium to maximum security prisoners. State prisoners awaiting transportation to State facilities and/or having Department of Correction holds are also housed here.

Education Based Incarceration programs are offered at this facility.

• 2-09/030.50 - Pitchess Detention Center, South Facility

The South Facility houses primarily minimum to medium security prisoners. This facility houses sentenced and presentenced inmates. The training school for inmates assigned to the Fire Suppression Program is located at this facility. South Facility administers the MERIT Program, which includes the Impact Program for drug rehabilitation, the Veteran's Program, which provides skills and services to transition back into the community, and the Domestic Violence Program, which curbs domestic violence as well as other Education Based Incarceration programs.

• 2-09/030.60 - North County Correctional Facility

This maximum security facility houses sentenced and presentenced inmates of any security level or risk. This facility provides baked goods, sewn materials and printed materials for this Department and other County Departments. Education Based Incarceration programs are also offered.

• 2-09/040.00 - Custody Services Division - Specialized Programs

Custody Services Division – Specialized Programs is responsible for the below subsections.

• 2-09/040.10 - Mira Loma Detention Facility

Mira Loma is currently a contract detention facility that houses federal immigration detainees. It has a capacity of 1,452 detainee beds.

• 2-09/040.20 - Medical Services

Medical Services is responsible for the provision of adequate physical, mental and dental health care for inmates. A full range of services provided includes:

- Public Health Services;
- Outpatient Services;
- Inpatient Services; and
- Ancillary Services.

Health care is provided at all Department jail facilities by physicians, dentists, registered nurses and over 50

other clinical classifications.

• 2-09/040.30 - Century Regional Detention Facility

This is a maximum security, direct supervision facility. Century Regional Detention Facility is also responsible for booking and housing prisoners at Century Station.

• 2-09/040.40 - Twin Towers Correctional Facility

Twin Towers Correctional Facility currently houses all male mental health inmates. The treatment includes services provided by the Department of Mental Health. Twin Towers is also the home of the Correctional Treatment Center. The second tower is a male facility which houses the most security-intensive inmates in our system. Twin Towers Correctional Facility is home to both Custody Operations and Correctional Services Divisions.

• 2-09/040.50 - Sybil Brand Institute for Women

This facility is currently closed pending assignment.

• 2-09/040.60 - Biscailuz Center

This facility is currently vacant pending assignment.