

LCS Unit Order 8

LANCASTER STATION

UNIT ORDER # 8

JAIL CAPACITY / EMERGENCY RELEASES

PURPOSE:

The purpose of this Unit Order is to provide protocol regarding jail capacity and the emergency release procedures for Lancaster Sheriff's Station.

ORDER:

Lancaster Station's jail is designated as a Type I custody facility and has a maximum capacity of 53 arrestees. This is the total number of prisoners which may be safely housed at any given time within the station jail, and is regulated by the California Code of Regulations, Title 15, Crime Prevention and Corrections.

Although rare and infrequent, there have been times during which the maximum number of arrestees have been housed within the jail. This presents both a danger to those within our custody, as well as our staff who are charged with their safety and security. As the number of arrested persons nears this threshold, personnel assigned to jail operations (i.e. Custody Assistants and Deputy personnel assigned to jail duties) as well as Department supervisors must take steps to ensure those eligible for early release are expeditiously processed.

Once the arrestee count reaches 45 persons, the on-duty jail staff will begin to triage and assess the arresting charges, holds and medical status of those incarcerated within the jail. A comprehensive list of those incarcerated shall be compiled, using the below enumerated priority list. The list and any applicable paperwork concerning the arrestee's identity and criminal history information will be provided to the watch sergeant for review before any releases are made. Outside agency arrests (i.e. California Highway Patrol, Parole, etc.) will be advised to transport their arrestees to another station / facility accordingly. The station jail staff **shall** assist with this transfer by contacting an appropriate facility.

Note: The on-duty watch commander will make the final decision as to which arrestees are released.

Priority Release Order

1. Prior to any releases, jail staff will contact adjacent Sheriff's Stations and Custody Division facilities to check the availability of transferring inmates for temporary housing pending court appearances (specifically those in need of continuing medical care or psychological supervision).
2. Arrested persons who are eligible for release on citation and who meet the criteria established in Manual of Policy and Procedures section 5-03/115.20, Misdemeanor Release – Exceptions, shall be released first. This includes those in violation of California Proposition 47 (these arrestees **shall** be provided a Community Resource and Transitional Services Guide prior to release). Persons eligible for release on bond **shall** be processed without delay.
3. Those arrestees incarcerated on an "open" or new charge shall be evaluated by the watch commander. Should this type of arrestee be considered for early release, the on-duty watch commander shall consult with a station detective who will be given the opportunity to interview the person prior to release. The arrested person shall be released in accordance with California Penal Code section 849(b), and the appropriate documentation be completed.

Note: Persons arrested for Domestic Violence sections of the law, or who are otherwise considered ineligible, shall not be released under any circumstances.

4. Watch commander's authorizing any emergency release are required to document such in the watch commander's log and make an email notification to the following personnel:
 - The unit commander
 - The station Operations staff
 - Supervising Jail lieutenant
 - Administrative Jailer

Nothing in this Unit Order is meant to supersede those Departmental policy sections listed below.

Sections Referenced:

5-03/027.00 ADDITIONAL CHARGES AND HOLDS RECORD (SH-CR-435)

5-03/030.00 STATION BOOKING PROCEDURES

5-03/030.03 BOOKING PRISONERS WITH MEDICAL PROBLEMS

5-03/050.05 PRINTS REQUIRED

5-03/050.10 PROCEDURES WHEN LIVESCAN SYSTEM IS DOWN

5-03/090.10 BAIL AND SURETY BONDS - AUTHORITY TO ACCEPT

5-03/090.15 CASH BAIL OFFERED BY ARRESTEE OR AGENT - PROVISIONS

5-03/090.20 CASH BAIL/FINE PAYMENTS

5-03/090.60 SURETY BOND PROCEDURES - STATIONS AND IRC/SBI

5-03/095.00 CERTIFICATE OF RELEASE (SH-AD-516)

5-03/105.00 IMPERATIVE RELEASE OF PRISONER

5-03/110.00 BAIL RELEASES - FELONY PRISONERS

5-03/110.05 MULTIPLE BAIL, MULTIPLE CHARGES, DEVIATIONS FROM SCHEDULE AND OWN
RECOGNIZANCE (OR) RELEASES

5-03/115.00 MISDEMEANOR PRISONERS-RELEASE POLICY

5-03/115.20 MISDEMEANOR RELEASE - EXCEPTIONS

5-03/115.25 STATION CITE-OUT RELEASE - PROCEDURE

5-03/117.00 MISDEMEANOR RELEASE PURSUANT TO 849(b)(2) PC

5-03/117.05 DRUNK ARRESTS OTHER THAN ALCOHOL

5-03/119.00 MISDEMEANOR RELEASE PURSUANT TO 849(b)(3) PC

5-03/125.00 STATION RELEASES
